

TENTATIVE AGENDA

SPECIAL CITY COUNCIL MEETING  
CITY HALL  
COUNCIL CHAMBERS  
105 E. CENTER ST., SIKESTON

Monday, February 28, 2022  
5:00 p.m.

- I. CALL TO ORDER
- II. RECORD OF ATTENDANCE
- III. OPENING PRAYER
- IV. PLEDGE OF ALLEGIANCE
- V. APPROVAL OF CITY COUNCIL MINUTES
  - A. Regular Council Minutes November 29, 2021
  - B. Regular Council Minutes December 06, 2021
  - C. Regular Council Minutes January 27, 2022
  - D. Regular Council Minutes January 31, 2022
- VI. ACCEPTANCE OF BOARD AND COMMISSION MINUTES
  - A. Board of Adjustments February 8, 2021
  - B. Housing Authority May 17, 2021
  - C. Housing Authority June 14, 2021
  - D. Housing Authority July 19, 2021
  - E. Housing Authority October 12, 2021
  - F. LCRA November 18, 2021
  - G. Library Board December 6, 2021
  - H. Planning & Zoning November 9, 2021
  - I. Tourism Advisory Board November 30, 2021
- VII. ITEMS OF BUSINESS
  - A. Declaration of Surplus Revenues for the 60/61 TIF Agreement with Six Thirty-Two LLC
  - B. Receive Annual Financial Audit
  - C. Authorization to Purchase SecurID
  - D. Resolution 22-02-01, Adopt Code of Ethics
  - E. Approval of Grant Policies and Procedures for Federal Awards Administration
  - F. Award Purchase of Pickup Truck for Airport
  - G. Approval to Purchase Leaf Vacuum Truck
  - H. Award Bid for Lincoln Park Splashpad
  - I. Award Multiple Bids for Mowing Contracts
  - J. Amendment of Unilever Option on North Industrial Park Land
  - K. Other Items as May Be Determined During the Course of the Meeting
- VIII. ADJOURNMENT INTO EXECUTIVE SESSION

Property (610.021(2))
- XI. ADJOURNMENT

Dated this 22<sup>nd</sup> day of February 2022

Rhonda Council  
Rhonda Council, City Clerk

**REGULAR CITY COUNCIL MEETING**  
**NOVEMBER 29, 2021**

The regular Sikeston City Council meeting of November 29, 2021 was called to order at 5:00 p.m. at City Hall located at 105 E. Center St., Sikeston. Present at the meeting were: Mayor Greg Turnbow, Ryan Merideth, Vest Baker and David Teachout. Councilmember Brian Self was present via telephone. Councilmember Onethia Williams was absent. Staff in attendance were: City Manager Jonathan Douglass, City Counselor Tabatha Thurman, City Clerk Rhonda Council, Finance Director Karen Bailey, HR Director Karen Bailey, Public Works Director Jay Lancaster, Street Superintendent Brian Dial, Parks Director Dustin Care, Community Development Manager Lorenzo Ware, Code Enforcement Officer Andy Barnes and Public Safety Captain Ryan Smith.

**ITEMS OF BUSINESS**

**2<sup>nd</sup> Reading & Consideration, Bill #6248, Authorization to Install Stop Signs at Two Locations on West North Street**

Councilman Teachout moved for the second reading of Bill Number 6248. The motion was seconded by Councilman Baker and the following vote recorded:

Merideth Aye, Self Aye, Baker Aye, Teachout Aye,  
Williams Absent, and Turnbow Aye, thereby being passed.

City Counselor Thurman presented the bill for reading.

BILL NUMBER 6248

ORDINANCE NUMBER 6248

THIS BILL AS APPROVED SHALL BECOME ORDINANCE NUMBER 6248 AND SHALL AMEND TITLE III, CHAPTER 300, SCHEDULE III, TABLE III-A OF THE UNIFORM TRAFFIC CODE ESTABLISHING ADDITIONAL TRAFFIC CONTROL MEASURES WITHIN THE CITY OF SIKESTON, MISSOURI.

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

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

**SECTION II:** The Traffic Committee did meet on October 26, 2021, and voted favorably to amend the uniform traffic code by the installation of stop signs at the intersection of W. North Street at Lincoln Avenue to create a three-way stop.

**SECTION III:** The Traffic Committee did meet on October 26, 2021, and voted favorably to amend the uniform traffic code by the installation of stop signs at the intersection of W. North Street at Petty Street to create a four-way stop.

**SECTION IV:** Title III, Chapter 300, Schedule III, Table III-A-Stop Locations; shall be amended to include as follows:

<u>Stop Sign</u>	<u>Sign Location</u>	<u>Controlled Traffic Movement</u>
West North Street at Lincoln	NE Corner	West
West North Street at Lincoln	SW Corner	East

West North Street at Petty  
West North Street at Petty

NE Corner  
SW Corner

West  
East

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

SECTION VI: Severability. Should any part or parts of this Ordinance be found or held to be invalid by any court of competent jurisdiction, then the remaining part or parts shall be severable and shall continue in full force and effect.

SECTION VII: Record of Passage:

- A. Bill Number 6248 was introduced and read the first time this 1<sup>st</sup> day of November, 2021.
- B. Bill Number 6248 was read the second time and discussed on this 29<sup>th</sup> day of November, 2021. Following discussion, Councilman Merideth moved to approve Bill Number 6248. The motion was seconded by Councilman Teachout, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye,  
Williams Absent, and Turnbow Aye, thereby being passed.

- C. Ordinance 6248 shall be in full force and effect from and after Wednesday, December 29, 2021.

1<sup>st</sup> & 2<sup>nd</sup> Reading, Emergency Bill #6256, Calling for Primary Election

Councilman Merideth moved for the first reading of Bill Number 6256. The motion was seconded by Councilman Teachout and the following vote recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye,  
Williams Absent, and Turnbow Aye, thereby being passed.

Counselor Thurman presented the bill for reading. This emergency bill as approved shall become Ordinance Number 6256, calling for a Primary Election in the City of Sikeston, Missouri on Tuesday, February 8, 2022 for the purpose of nominating two (2) candidates for the position of Councilman At-Large.

Councilman Baker moved for the second reading of Bill Number 6256. The motion was seconded by Councilman Teachout and the following vote recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye,  
Williams Absent, and Turnbow Aye, thereby being passed.

City Counselor Thurman presented the bill for reading.

Bill Number 6256

Ordinance Number 6256

THIS EMERGENCY BILL AS APPROVED SHALL BECOME ORDINANCE NUMBER 6256, CALLING FOR A PRIMARY ELECTION IN THE CITY OF SIKESTON, MISSOURI, ON TUESDAY, FEBRUARY 8, 2022, FOR THE PURPOSE OF NOMINATING TWO (2) CANDIDATES FOR THE POSITION OF COUNCILMAN AT-LARGE.

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

SECTION I: This ordinance shall not be codified.

SECTION II: That in accordance with the Missouri Comprehensive Election Laws of the State of Missouri, applicable Missouri Revised Statutes of the State of Missouri and the ordinances of the City of Sikeston, Missouri, a Primary Election shall be held and the same is hereby ordered to be held on Tuesday, February 8, 2022.

SECTION III: That the polls be open for said election continuously from six o' clock in the forenoon until seven o'clock in the afternoon of that day, February 8, 2022.

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

SECTION V: That said election is hereby called for the purpose of nominating two (2) candidates for the office of Councilman At-Large pursuant to the City Charter adopted April 02, 2002.

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

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

SECTION VIII: That the City Clerk of the City of Sikeston, Missouri, be and he is hereby authorized and directed to notify the County Clerk of Scott County, Missouri, of the adoption of this ordinance no later than November 30, 2021, and to include in said notification all the terms and provisions required by the Comprehensive Election Act of 1986, as amended, and the above cited Statutes and ordinances.

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

SECTION X: Severability. Should any part or parts of this Ordinance be found or held to be invalid by any court of competent jurisdiction, the remaining part or parts shall be severable and shall continue in full force and effect.

SECTION XI: Emergency Ordinance. The City Council finds that an emergency exists since the last day to file for At-Large City Councilman was November 23, 2021, and the County Clerks are to be notified by November 30, 2021, in compliance with RSMO 115.

SECTION XII: Record of Passage.

- A. Bill Number 6256 was introduced to Council and read the first time this 29<sup>th</sup> day of November, 2021.
- B. Bill Number 6256 was read the second time and discussed on this 29<sup>th</sup> day of November, 2021. Following discussion, Councilman Teachout moved to approve Bill Number 6256. The motion was seconded by Councilman Merideth, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye,  
Williams Absent, and Turnbow Aye, thereby being passed.

C. Ordinance 6256 shall be in full force and effect from and after November 29, 2021.  
Councilman Self was excused from the meeting via telephone.

1<sup>st</sup> Reading, Bill #6251, Calling for General Election

Councilman Baker moved for the first reading of Bill Number 6251. The motion was seconded by Councilman Teachout and the following vote recorded:

Merideth Aye, Self Absent, Baker Aye, Teachout Aye,  
Williams Absent, and Turnbow Aye, thereby being passed.

City Counselor Thurman presented the bill for reading. This bill as approved shall become Ordinance Number 6251, calling for a general election in the City of Sikeston, Missouri on Tuesday, April 5, 2022 for the purpose of electing a candidate for the position of Councilman Ward 1, Councilman Ward 4 and Councilman At-Large.

1<sup>st</sup> Reading, Bill #6249, Amending Truck Route in City Limits of Sikeston

Councilman Merideth moved for the first reading of Bill Number 6249. The motion was seconded by Councilman Teachout and the following vote recorded:

Merideth Aye, Self Absent, Baker Aye, Teachout Aye,  
Williams Absent, and Turnbow Aye, thereby being passed.

City Counselor Thurman presented the bill for reading. This bill as approved shall become Ordinance Number 6249, amending Title III, Schedule V, Table V-A Truck Routes, of the City Code of the City of Sikeston, Missouri.

1<sup>st</sup> Reading, Bill #6250, Adoption of 2018 International Codes

Councilman Merideth moved for the first reading of Bill Number 6250. The motion was seconded by Councilman Teachout and the following vote recorded:

Merideth Aye, Self Absent, Baker Aye, Teachout Aye,  
Williams Absent, and Turnbow Aye, thereby being passed.

City Counselor Thurman presented the bill for reading. An ordinance of the City of Sikeston amending Title V, Building Code Chapter 500 Building Regulations, Articles I thru XVI of the Municipal Code of the City of Sikeston, Missouri and adopting the 2018 edition of the International Codes, regulating and governing the development, erection, construction, enlargement, alteration, repair, movement, removal, demolition, conversion, occupancy, use, height area and maintenance of all buildings, structures and lots in the City of Sikeston, Missouri, providing for the issuance of permits, including conditional use permits and collection of fees.

1<sup>st</sup> Reading, Bill #6252, Calling for an Advisory Election Regarding the Discharge of Fireworks within the City of Sikeston

Councilman Merideth moved for the first reading of Bill Number 6252. The motion was seconded by Councilman Teachout and the following vote recorded:

Merideth Aye, Self Absent, Baker Aye, Teachout Aye,  
Williams Absent, and Turnbow Aye, thereby being passed.

City Counselor Thurman presented the bill for reading. This bill as approved shall become Ordinance Number 6252, providing for submission to the qualified voters of the City of Sikeston an advisory question regarding the discharge of fireworks, for consideration at the General Election called and to be held in the City on Tuesday, April 5, 2022.

1<sup>st</sup> Reading, Bill #6254, Redistricting of Municipal Wards Based on 2020 Census Results

Councilman Teachout moved for the first reading of Bill Number 6254. The motion was seconded by Councilman Merideth and the following vote recorded:

Merideth Aye, Self Absent, Baker Aye, Teachout Aye,  
Williams Absent, and Turnbow Aye, thereby being passed.

City Counselor Thurman presented the bill for reading. An ordinance of the City of Sikeston, Missouri defining and approving the re-establishment of four (4) wards within the City of Sikeston, pursuant to the City Charter, adopted by Sikeston's voters on April 2, 2022 and reflecting the 2020 U.S. Census Data.

1<sup>st</sup> Reading, Bill #6255, Request to Abandon Alley Located Between 623 & 657 N. Ranney

Councilman Merideth moved for the first reading of Bill Number 6255. The motion was seconded by Councilman Teachout and the following vote recorded:

Merideth Aye, Self Absent, Baker Aye, Teachout Aye,  
Williams Absent, and Turnbow Aye, thereby being passed.

City Counselor Thurman presented the bill for reading. This bill as approved shall become Ordinance Number 6255, providing for the approval to vacate a 16' alley located between Tract 1 and Tract 2 of Outblock 28 in the City of Sikeston, Scott County, Missouri.

Request for a Conditional Use Variance at 702 K. Kathleen for Use as Duplex in R-2 (Single Family Residential) Zone

Staff received a request from Anderson Recovery, LLC, for a conditional use variance at 702 E Kathleen to be used as a duplex in an R-2 (Single Family Residential) zone. The Planning and Zoning committee met November 9, 2021 and passed a favorable recommendation to approve the rezoning request.

Councilman Baker moved to approve the request for a conditional use variance at 702 K. Kathleen to be used as a duplex in R-2 (Single Family Residential) Zone. The motion was seconded by Councilman Merideth, discussed and the following vote recorded:

Merideth Aye, Self Absent, Baker Aye, Teachout Aye,  
Williams Absent, and Turnbow Aye, thereby being passed.

Authorize Purchase of Clayton Park Playground Unit

The Parks and Recreation Department budgeted \$25,000 to install a new playground unit at Clayton Park. The cost to purchase a unit is \$25,471.00 and includes installation. This price is from NuToys Leisure Products from La Grange, Il whose product manufacturer is Landscape

Structures. The Parks and Recreation Department would be responsible for prepping the site and installing the safety surface material. The estimated time for delivery and installation is 8-10 weeks after purchase date.

Councilman Merideth moved to authorize the purchase of a playground unit for Clayton Park from Landscape Structures in the amount of \$25,471.00. The motion was seconded by Councilman Teachout, discussed and the following vote recorded:

Merideth Aye, Self Absent, Baker Aye, Teachout Aye,  
Williams Absent, and Turnbow Aye, thereby being passed.

#### Acceptance of Sikeston Economic Development Corporation (SEDC) Property

In 2011, the City of Sikeston sought a loan from the United States Department of Agriculture Rural Development (USDA RD) for the construction of the Department of Public Safety building. USDA required the funds be loaned through a separate corporation and the Sikeston Economic Development Corporation (SEDC) was utilized. The City had to transfer ownership of 201 S. Kingshighway to SEDC for the loan. SEDC borrowed \$4,186,200 from USDA RD in June 2011 for the construction. SEDC borrowed \$277,000 in additional funds in 2013 to purchase the property north of 201 S. Kingshighway which consisted of a strip mall that included a radio station owned by Wither's Broadcasting.

The City issued 2021 Special Obligation Improvement and Refinancing bonds in July 2021 to fund south Sikeston infrastructure improvements and refinance the loans with USDA. Since the loans are now paid in full, the SEDC Board voted at their September 13, 2021 meeting to transfer title on the properties back to the City of Sikeston.

Councilman Baker moved to accept the donation of 201 S. Kingshighway and the adjoining lot back to the City of Sikeston. The motion was seconded by Councilman Merideth, discussed and the following vote recorded:

Merideth Aye, Self Absent, Baker Aye, Teachout Aye,  
Williams Absent, and Turnbow Aye, thereby being passed.

#### Salary Survey & Compensation Study (Walk-On)

The City issued RFP 22-22 for a Salary Survey & Compensation Study. The study will include a compensation review and market analysis, employee impact analysis to examine equity pay amount current full-time employees, and benefit analysis. The RFP was sent to multiple agencies and posted on Missouri Municipal League website and only AAIM responded with a bid of \$23,000. The study will take six (6) weeks to complete.

Councilman Merideth motioned to award RFP 22-22 to AAIM in the amount of \$23,000. The motion was seconded by Councilman Baker, discussed and the following vote recorded:

Merideth Aye, Self Absent, Baker Aye, Teachout Aye,  
Williams Absent, and Turnbow Aye, thereby being passed.

#### Other Items

Citizen Randy Yant commented that the Compost Site should be kept open more often throughout the year.

**ADJOURNMENT**

There being no further business before the City Council, Councilman Merideth moved to adjourn. The motion was seconded by Councilman Baker and the following roll call vote was recorded:

Merideth Aye, Self Absent, Baker Aye, Teachout Aye, Williams Absent, and Turnbow Aye, thereby being passed.

APPROVED:

\_\_\_\_\_  
GREG TURNBOW, MAYOR

ATTEST:

\_\_\_\_\_  
RHONDA COUNCIL, CITY CLERK

SEAL:



**REGULAR CITY COUNCIL MEETING**  
**MONDAY, DECEMBER 6, 2021**

The regular Sikeston City Council meeting of December 6, 2021 was called to order at 5:00 p.m. at the City Hall, located at 105 East Center Street, Sikeston. Present at the meeting were: Mayor Greg Turnbow and Councilmembers Brian Self, David Teachout, Vest Baker, Ryan Merideth and Onethia Williams. Staff in attendance were: City Manager Jonathan Douglass, City Clerk Rhonda Council, Finance Director Karen Bailey, Public Safety Director James McMillen, Public Works Director Jay Lancaster, Street Superintendent Brian Dial, Street Supervisor Darren Martin, Parks Director Dustin Care, Community Development Director Lorenzo Ware and Code Enforcement Officer Andy Barnes. City Counselor Tabatha Thurman was absent.

**APPROVAL OF CITY COUNCIL MINUTES**

City Council minutes for November 1 and 15, 2021 were presented for approval. Councilman Merideth moved to approve the minutes as presented. Councilman Teachout seconded the motion and the following roll call vote was recorded:

Merideth Aye, Self Aye, Baker Aye, Teachout Aye,  
Williams Aye, and Turnbow Aye, thereby being passed.

**ITEMS OF BUSINESS**

**Approve Change Order, City Hall Elevator Modernization (Walk-On)**

The City awarded a contract to Thyssenkrupp Elevator (now TK Elevator) in May for a total cost of \$75,547 which included an additional repair order. Our budget was \$130,000. Unfortunately, the original quotes did not include the interior renovations. They sent us a change order to accommodate these modifications in the amount of \$12,750. Even with this change order, the project is still under budget.

Councilman Self motioned to approve the change order in the amount of \$12,750 for interior elevator renovations. The motion was seconded by Councilman Merideth, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Baker Aye, Teachout Aye,  
Williams Aye, and Turnbow Aye, thereby being passed.

**Award Bid #22-18, Concrete Street Repairs**

The Department of Public Works is seeking assistance to repair concrete streets in 52 locations around the city. Bid were sent out and five (5) bids were received. The lowest bidder was Putz Construction of Jackson, MO in the amount of \$85,307.50. This will come from the annual street and drainage improvement budget in the Transportation Sales Tax line item.

Councilman Merideth motioned to award Bid 22-18 for concrete street repair work in 52 locations in the city to Putz Construction of Jackson, MO in the amount of \$85,307.50. The motion was seconded by Councilman Teachout, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Baker Aye, Teachout Aye,  
Williams Aye, and Turnbow Aye, thereby being passed.

2<sup>nd</sup> Reading & Consideration, Bill #6251, General Election

Councilman Teachout moved for the second reading of Bill Number 6251. The motion was seconded by Councilman Self and the following vote recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye,  
Williams Aye, and Turnbow Aye, thereby being passed.

City Clerk Rhonda Council presented the bill for reading.

Bill Number 6251

Ordinance Number 6251

THIS BILL AS APPROVED SHALL BECOME ORDINANCE NUMBER 6251, CALLING FOR A GENERAL ELECTION IN THE CITY OF SIKESTON, MISSOURI, ON TUESDAY, APRIL 5, 2022, FOR THE PURPOSE OF ELECTING A CANDIDATE FOR THE POSITION OF COUNCILMAN WARD 1, COUNCILMAN WARD 4 AND COUNCILMAN AT-LARGE.

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

SECTION I: This ordinance shall not be codified.

SECTION II: That in accordance with the Missouri Comprehensive Election Laws of the State of Missouri, applicable Missouri Revised Statutes of the State of Missouri and the ordinances of the City of Sikeston, Missouri, a General Election shall be held and the same is hereby ordered to be held on Tuesday, April 5, 2022.

SECTION III: That the polls be open for said election continuously from six o' clock in the forenoon until seven o'clock in the afternoon of that day, April 5, 2022.

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

SECTION V: That said election is hereby called for the purpose of electing one (1) candidate for the office of Councilman Ward 1, Councilman Ward 4 and Councilman At-Large.

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

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

SECTION VIII: That the City Clerk of the City of Sikeston, Missouri, be and she is hereby authorized and directed to notify the County Clerks of Scott and New Madrid County, Missouri, of the adoption of this ordinance no later than January 25, 2022, and to include in said notification all the terms and provisions required by the Comprehensive Election Act of 1986, as amended, and the above cited Statutes and ordinances.

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

SECTION X: Severability. Should any part or parts of this Ordinance be found or held to be invalid by any court of competent jurisdiction, the remaining part or parts shall be severable and shall continue in full force and effect.

SECTION XI: Record of Passage.

- A. Bill Number 6251 was introduced and read the first time this 29<sup>th</sup> day of November, 2021.
- B. Bill Number 6251 was read the second time and discussed on this 6<sup>th</sup> day of December, 2021. Following discussion, Councilman Self moved to approve Bill Number 6251. The motion was seconded by Councilman Williams, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye,  
Williams Aye, and Turnbow Aye, thereby being passed.

- C. Ordinance 6251 shall be in full force and effect from and after January 5<sup>th</sup>, 2022.

2<sup>nd</sup> Reading & Consideration, Bill #6249, Amending Truck Route in City Limits of Sikeston

Councilman Merideth moved for the second reading of Bill Number 6249. The motion was seconded by Councilman Teachout and the following vote recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye,  
Williams Aye, and Turnbow Aye, thereby being passed.

City Clerk Rhonda Council presented the bill for reading.

Bill Number 6249

Ordinance Number 6249

THIS BILL AS APPROVED SHALL BECOME ORDINANCE NUMBER 6249 AMENDING TITLE III, SCHEDULE V, TABLE V-A TRUCK ROUTES, OF THE CITY CODE OF THE CITY OF SIKESTON, MISSOURI.

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

SECTION I: This Ordinance shall be codified in Title III, Schedule V Truck Routes, Table V-A of the Sikeston Municipal Code.

SECTION II. Amend Title III, Schedule V Truck Routes, Table V-A (*Removing North Kingshighway Street from Malone Avenue to North Main Street and South Kingshighway, from Malone Avenue to South Main Street*) as follows:

Commercial motor vehicles shall be operated, subject to the exception set out in Section 390.030, only on the following streets within the City:

AA, from Ables Road to south City limits

Ables Road, from Ingram to AA

Broadway, from Malone Avenue to Ables Road

General George E. Day Parkway, from South Main (Highway 61) to South Ingram

[Ord. No. 6125, 11-5-2018]

County Line Road

From Keystone to AA

From Illinois to Keystone

Davis Boulevard, from North Street to Wakefield Avenue

Delmar Street, from Malone Avenue to Prosperity Street

Harlene, from U.S. 60 to south end of street

Helen Avenue, from South Ingram to South Main Street

Illinois, from Ables Road to County Line Road

Keystone, from County Line Road to Highway 60

Linn Street, from Airport Road to Pine Street

Lynual, from Lateral C. Ditch to Scott County line

Malone Avenue, from Marian to west City limits

Murray Lane, from South West Street to South Main

North Ingram, from Malone Avenue to North City limits

North Street, from North West to Davis Boulevard

North Main, from Malone Avenue to North City limits

North West, from Malone to Salcedo Road

Salcedo Road

From North Main to North Ingram

From North Main to west City limits

Smith Avenue, from North Ingram to North Main

South Ingram

From Ables Road to Helen Avenue

From Helen to General George E. Day Parkway

[Ord. No. 6125, 11-5-2018]

From Malone Avenue to Ables Road

South Main, from Malone Avenue to South City limits

South West, from Murray Lane to U.S. Highway 60

Wakefield Avenue

From Brown Spur Road (Route BB to North West Street

From North West to Davis Boulevard

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

**SECTION IV.** Severability: Should any part or parts of this ordinance be found or held to be invalid by any court of competent jurisdiction, the remaining part or parts shall be severable and shall continue in full force and effect.

**SECTION V:** Record of Passage:

A. Bill Number 6249 was introduced and read the first time this 29<sup>th</sup> day of November, 2021.

- B. Bill Number 6249 was read the second time and discussed on this 6<sup>th</sup> day of December, 2021. Following discussion, Councilman Merideth moved to approve Bill Number 6249. The motion was seconded by Councilman Teachout, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye,  
Williams Aye, and Turnbow Aye, thereby being passed.

- C. Ordinance 6249 shall be in full force and effect from and after Wednesday, January 5, 2021.

2<sup>nd</sup> Reading, Bill #6250, Adoption of 2018 International Codes

Councilman Teachout moved for the second reading of Bill #6250. The motion was seconded by Councilman Baker and the following vote recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye,  
Williams Aye, and Turnbow Aye, thereby being passed.

City Clerk Rhonda Council presented the bill for reading.

AN ORDINANCE OF THE CITY OF SIKESTON AMENDING TITLE V BUILDING CODE CHAPTER 500 BUILDING REGULATIONS ARTICLES I THRU XVI OF THE MUNICIPAL CODE OF THE CITY OF SIKESTON, MISSOURI AND ADOPTING THE 2018 EDITION OF THE INTERNATIONAL CODES, REGULATING AND GOVERNING THE DEVELOPMENT, ERECTION, CONSTRUCTION, ENLARGEMENT, ALTERATION, REPAIR, MOVEMENT, REMOVAL, DEMOLITION, CONVERSION, OCCUPANCY, USE, HEIGHT AREA AND MAINTENANCE OF ALL BUILDINGS, STRUCTURES AND LOTS IN THE CITY OF SIKESTON, MISSOURI, PROVIDING FOR THE ISSUANCE OF PERMITS, INCLUDING CONDITIONAL USE PERMITS, AND COLLECTION OF FEES.

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

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

SECTION II: ARTICLE I Building Code

**Amend Section 500.010 Adoption of Building Code**

A certain document, a copy of which is on file in the office of the City Clerk of the City of Sikeston, Missouri, being marked and designated as the "International Code Council," be and is hereby adopted as the Building Code of the City of Sikeston in the State of Missouri for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of the 2018 International Building Code are hereby referred to, adopted and made a part thereof, as if fully set out in this Article with the additions, insertions, deletions and changes prescribed in Section 500.020 of this Article.

**Amend Section [A] 500.020 Additions, Insertions and Changes, to read:**

A. The following sections are hereby revised as follows:

1. **In Section [A] 101.1, Title, (page 1, second line)**, insert: "City of Sikeston, Missouri."
2. **Amend Section [A] 107.2, Construction documents**, to read: "Construction documents shall be in accordance with Section [A] 107.2.1 through Section [A] 107.2.5 and shall be

submitted in the following manner, one (2) hard copy on twenty-four-by-thirty-six-inch paper and one (1) electronic .pdf version, or flash drive, formatted for large-scale printing, signed and sealed by the design professional."

3. **Add Section [A] 110.1.1, Reinspection fees**, to read: A reinspection fee(s) of \$65 per inspection may be assessed at the inspector's discretion for each inspection when:
  - a. The inspection called for is not ready when the inspector arrives.
  - b. No building address or permit card is clearly posted.
  - c. Such portion of work for which inspection is called is not complete or when corrections called for are not made.
  - d. City approved plans are not on the job site available to the inspector.
  - e. Any work concealed without first obtaining the required inspection(s).
  - f. The building is locked or work otherwise not available for inspection when called.
  - g. The job site is cited as incomplete twice, as noted on the permit, for the same reason.
  - h. The original incomplete citation noted on the permit has been removed from the job site.
  - i. Failure to maintain erosion control, trash control or tree protection.

In instances where reinspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid. Reinspection fee(s) shall be an additional \$65 per reinspection. (Reason: This fee is not a fine or penalty but is designed to compensate for time and trips when inspections are called for when not ready.)

4. **Add Section [A] 110.1.2, Weekend Inspection fees**, to read: An inspection fee(s) of \$65 per inspection may be requested by contractors and/or property owners for weekend inspections between 7am and 12pm when:
  - a. The inspection(s) is scheduled two (2) days prior to the weekend.
  - b. Based on the availability of inspectors.
5. **Amend Section [A] 113.3, Qualifications, (page 10, first line)** to read: "The Board of Appeals shall consist of nine (9) members appointed by the City Council."
6. **Amend Section [A] 113.3, Qualifications, (page 10, second line)** to read: "The Board shall consist of at least one (1) professional engineer, one (1) general contractor, one (1) electrician, one (1) plumber, one (1) heating and air-conditioning representative, and the remaining four (4) members must possess a trade similar to the aforementioned."
7. **In Section [A] 114.4, Violation penalties, (page 10, seventh line)** insert: "misdemeanor."
8. **In Section [A] 114.4, Violation penalties, (page 10, seventh line)** insert "five hundred dollars (\$500.00)."
9. **In Section [A] 114.4, Violation penalties, (page 10, seventh line)** insert: "ninety (90) days."
10. **In Section [A] 115.3 Unlawful continuance (page 10, fifth line)** insert: "ten dollars (\$10.00)."

11. **In Section [A] 115.3, Unlawful continuance, (page 10, fifth line)** insert: "one hundred dollars (\$100.00)."
12. **Amend Section [F] 903.2.8, Group R,** to read: "Automatic sprinkler systems shall be required in Use Group R-2 fire areas of dwellings, where more than two (2) stories in height, including basements as a story and where having more than eight (8) dwelling units per building. Automatic sprinkler systems shall not be required in buildings of Use Group R-3."
13. Delete Appendix A, Employee Qualifications.
14. Delete Appendix B, Board of Appeals:
15. Delete Appendix C, Group U — Agricultural Buildings.
16. Delete Appendix D, Fire Districts.
17. Delete Appendix E, Supplementary Accessibility Requirements
18. Delete Appendix F, Rodent proofing.
19. Delete Appendix G, Flood-Resistant Construction.
20. Delete Appendix H, Signs.
21. Adopt Appendix I, Patio Covers.
22. Delete Appendix J, Grading.
23. Delete Appendix L, Earthquake Recording Instrumentation.
24. Delete Appendix M, Tsunami-Generated Flood Hazard.
25. Adopt Appendix E, Supplementary Accessibility Requirements (ADA).
26. Adopt Appendix K, Administrative Provisions For Implementation and Enforcement of NFPA 70 the National Electric Code.
27. Adopt Appendix N, Replicable Buildings.

**SECTION III:** ARTICLE II Residential Code For One and Two-Family Dwellings

**Amend Section 500.080 Adoption of Residential Code for One and Two-Family Dwellings**

A certain document, a copy of which is on file in the office of the City Clerk of the City of Sikeston, Missouri, being marked and designated as the "International Code Council," be and is hereby adopted as the Residential Building Code of the City of Sikeston in the State of Missouri for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of the 2018 International Residential Code for One and Two-Family Dwellings are hereby referred to, adopted and made a part thereof, as if fully set out in this Article with the additions, insertions, deletions and changes prescribed in Section 500.090 of this Article.

**Amend Section [A] 500.090 Additions, Insertions and Changes,** to read:

- A. The following sections are hereby revised as follows:
  1. **Delete all seismic sections, references, tables, and charts**
  2. **In Section R101.1, Title (page 1, first line),** insert: "City of Sikeston, Missouri."
  3. **In Section R101.1, Title (page 1, fourth line),** insert: "The 2017 National Electric Code and its amendments shall govern all electrical requirements."
  4. **Amend Section R106.1 Submittal documents,** to read: Submittal documents consisting of construction documents, and other data shall be submitted in two (2) or more Hard copy

sets with one (1) Digital Set, which shall be to scale, with each application for a permit. The construction documents shall be prepared by the statutes of the jurisdiction in which the project is to be constructed. Where special conditions exist, the building official is authorized to require additional construction documents to be prepared by a registered design professional.

5. **Add Section R106.1.1.1 Information on construction documents**, to read: All Plumbing installed in interior / exterior walls, the walls shall be greater than or equal to 2x6-inch size, height, and spacing of studs for bearing and nonbearing.
6. **Amend Section R113.4, Violation penalties (page 9, seventh line)**, insert: See section 500.100 of this Article.
7. **Amend Section R114.2 Unlawful continuance: (Page 9, ninth line)** insert: The penalty shall be an additional “five hundred dollars (\$500.00) added to the property permit fee” for first offence and an additional “one thousand dollars (\$1,000.00) per offence thereafter added to property permit fee.”
8. **Amend TABLE R301.2(1), CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA (page 32)**, insert:

TABLE R301.2(1)													
CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA													
GROUND SNOW LOAD <sup>o</sup>	WIND DESIGN				SEISMIC DESIGN CATEGORY <sup>e</sup>	SUBJECT TO DAMAGE FROM			WINTER DESIGN TEMP <sup>g</sup>	ICE BARRIER UNDERLAYMENT REQUIRED <sup>h</sup>	FLOOD HAZARDS <sup>g</sup>	AIR FREEZING INDEX <sup>i</sup>	Mean annual temp <sup>j</sup>
	Speed <sup>a</sup> (mph)	Topographic effects <sup>a</sup>	Special wind region <sup>l</sup>	Windborne debris Zone <sup>m</sup>		Weathering <sup>a</sup>	Frost line depth <sup>b</sup>	Termite <sup>c</sup>					
15PSF	115	NO	NO	NO	E	SEVERE	18	MD-HVY	90	YES	p	<1500	57.7
MANUAL J DESIGN CRITERIA <sup>n</sup>													
Elevation	Latitude	Winter heating	Summer cooling	Altitude correction factor	Indoor design temperature	Design temperature cooling		Heating temperature difference					
515'	36°	15	95°	1.00	75°	70°		5°					
Cooling temperature difference	Wind velocity heating	Wind velocity cooling	Coincident wet bulb	Daily range	Winter humidity	Summer humidity							
20°	+3°	-2°	76°	M	50%	40%							



For SI: 1 pound per square foot = 0.0479 kPa, 1 mile per hour = 0.447 m/s

- a. Where weathering requires a higher strength concrete or grade of masonry than necessary to satisfy the structural requirements of this code, the frost line depth strength required for weathering shall govern. The weathering column shall be filled in with the weathering index, "negligible," "moderate" or "severe" for concrete as determined from Figure R301.2(4). The grade of masonry units shall be determined from ASTM C34, C55, C62, C73, C90, c129, C145, C216, or C652.
- b. Where the frost line depth requires deeper footings than indicated in Figure R403.10, the frost line depth strength required for weathering shall govern. The jurisdiction shall fill in the frost line depth column with minimum depth of footing below finish grade.
- c. The jurisdiction shall fill in this part of the table to indicate the need for protection depending on whether there has been a history of local subterranean termite damage.
- d. The jurisdiction shall fill in this part of the table with the wind speed from the basic wind speed map [Figure R301.2(5)A]. Wind exposure category shall be determined on a site-specific basis in accordance with Section R301.2.1.4.
- e. The outdoor design dry-bulb temperature shall be selected from the columns of 97 1/2 – percent values for winter from Appendix D of the *International Plumbing Code*. Deviations from the Appendix D temperatures shall be permitted to reflect local climates or local weather experience as determined by the building official. [Also see Figure R301.2(1).]
- f. The jurisdiction shall fill in this part of the table with the seismic design category determined from Section R301.2.2.1.
- g. The jurisdiction shall fill in this part of the table with (a) the date of the jurisdiction's entry into the Flood Insurance Program (date of adoption of the first code or ordinance for management of flood hazard areas), (b) the date(s) of the Flood Insurance Study and (c) the panel numbers and dates of the currently effective FIRMs and FBFMs or other flood hazard map adopted by the authority having jurisdiction, as amended.
- h. In accordance with Sections R905.1.2, R905.5.1.1, R905.6.1.1, R905.7.3.1 and R905.8.1.1, where there has been a history of local damage from the effects of ice damming, the jurisdiction shall fill in the part for the table with "YES." Otherwise, the jurisdiction shall fill in the part for the table with "NO."
- i. The jurisdiction shall fill in the part of the table with 100-year return period air freezing index (BF-days) from Figure R403.3(2) or from the 100-year (99 percent) value on the National Climatic Data Center data table "Air Freezing Index-USA Method (Base 32°F)."
- j. The jurisdiction shall fill in this part of the table with the mean annual temperature from the National Climatic Data Center data table "Air Freezing Index- USA Method (Base 32°F)."
- k. In accordance with Section R301.2.1.5, where there is local historical data documenting structural damage to buildings due to topographic wind speed-up effects, the jurisdiction shall fill in this part of the requirements. Otherwise, the jurisdiction shall indicate "NO" in this part of the table.
- l. In accordance with Section R301.2(5)A, where there are local historical data documenting unusual wind conditions, the jurisdiction shall fill in the is part of the table with "YES" and identify any specific requirements. Otherwise, the jurisdiction shall indicate "NO" in this part of the table.
- m. In accordance with Section R301.2.1.2 the jurisdiction shall indicate the wind-borne debris wind zone(s). Otherwise, the jurisdiction shall indicate "NO" in this part of the table.
- n. The jurisdiction shall fill in these sections of the table to establish the design criteria using Table 1a or 1b from ACCA Manual J or established criteria determined by the jurisdiction.
- o. The jurisdiction shall fill in this section of the table using the Ground Snow Loads in Figure R301.2(6).
- p. See Floodplain Manager of Jurisdiction

9. **Amend Section R309.5, Fire Sprinklers (page 69)** to read: **Section R309.5, Fire Separation.** A one (1) hour Fire Separation is required between a garage / carport area and a dwelling.
10. **Delete Section R313.2 One- and two- family dwellings automatic fire sprinkler systems (page 75)**
11. **Delete Section R402.1 Wood foundations (page 89)**
12. **Delete Figure R403.1(2) Permanent Wood Foundation Basement Wall Section (page 96)**
13. **Delete Figure R403.1(3) Permanent Wood Foundation Crawl Space Section (page 97)**
14. **Amend Section R403.1.1 Minimum Size (page 91),** to read: Remove first sentence in its entirety.
15. **Delete Section R403.2 Footings for wood foundations (page 101).**
16. **Amend Section R404.1.2.1 Masonry Foundation Walls (page 111)** to remove: all seismic references.
17. Delete Section R404.1.5.3 Pier and curtain wall foundations (page 127) #7.
18. Delete Section R407 Columns (page 132)
19. Amend Section R502.7 Lateral Restraint at Supports (page 135) to remove: exception #7.
20. Delete Section R602.1.4 Structural log members (page 173).
21. Delete Section P2603.5.1 Sewer depth (page 620).
28. Delete Appendix A, Sizing and Capacities of Gas Piping
29. Delete Appendix B, Sizing of Venting Systems Serving Appliances Equipped with Draft Hoods, Category I Appliances and Appliances Listed for Use with Type B Vents.
30. Adopt Appendix C, Exit Terminals of Mechanical Draft and Direct-Vent Venting Systems
31. Delete Appendix D, Recommended Procedure for Safety Inspection of an Existing Appliance Installation
32. Adopt Appendix E, Manufactured Housing used as Dwellings
33. Delete Appendix F, Radon Control Methods
34. Adopt Appendix G, Piping Standards for Various Applications
35. Adopt Appendix H, Patio Covers
36. Delete Appendix I, Private Sewage Disposal
37. Adopt Appendix J, Existing Building and Structures
38. Delete Appendix K, Sound Transmission
39. Delete Appendix L, Permit Fees
40. Delete Appendix M, Home Day Care- R-3 Occupancy
41. Delete Appendix N, Venting Methods
42. Adopt Appendix O, Automatic Vehicular Gates
43. Delete Appendix P, Sizing of Water Piping System
44. Adopt Appendix Q, Tiny Houses
45. Delete Appendix R, Light Straw-Clay Construction

46. Delete Appendix S, Strawbale Construction
47. Adopt Appendix T, Solar-Ready Provisions-Detached One-and Two-Family Dwellings and Townhouses
48. Adopt Appendix N, Replicable Buildings (IBC).

SECTION III: ARTICLE IV Fire Code

**Amend Section 500.220 Adoption of Fire Code**

A certain document, a copy of which is on file in the office of the City Clerk of the City of Sikeston, Missouri, being marked and designated as the "International Code Council," be and is hereby adopted as the Fire Code of the City of Sikeston in the State of Missouri for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of the 2018 International Fire Code are hereby referred to, adopted and made a part thereof, as if fully set out in this Article with the additions, insertions, deletions and changes, prescribed in Section 500.230 of this Article.

SECTION IV: ARTICLE V National Electric Code

**Amend Section 500.290 Adoption of National Electric Code**

A certain document, a copy of which is on file in the office of the City Clerk of the City of Sikeston, Missouri, being marked and designated as the "International Code Council," be and is hereby adopted as the National Electric Code of the City of Sikeston in the State of Missouri for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of the 2017 National Electric Code are hereby referred to, adopted and made a part thereof, as if fully set out in this Article with the additions, insertions, deletions and changes, prescribed in Section 500.300 of this Article.

**Amend Section [A] 500.300 Additions, Insertions and Changes, to read:**

A. The following sections are hereby revised as follows:

1. In Article 90, Introduction (page 30), insert: Powers and Duties:
  - a. The electrical inspector shall have control of the construction, installation, erection, extension, alteration or change of any electrical apparatus, machine, appliance, device, fixture, attachment, wire or wiring on or within any building or structure and for special lighting for power or heat in connection therewith designed to be operated on, from, by or in connection with any electric light, heat or power or other electrical plant, generating, delivering, conducting or requiring for its use or their operation, use or maintenance, power at an electromotive or potential of more than twelve (12) volts.
  - b. The electrical inspector shall have the right, during reasonable hours, to enter any building in the discharge of his official duties or for the purpose of making an inspection or test of installation of electric wiring, electric devices and/or electric material contained therein and shall have the authority to cause the turning off of all electrical currents and cut or disconnect in cases of emergency any wire where such electrical currents are dangerous to life or property or may interfere with the work of the Fire Department. No person shall interfere with the electrical inspector while said inspector is performing the duties authorized or required by this Chapter, nor shall any person refuse to comply with any lawful order or requirement of said inspector."
2. In Article 90, Introduction (page 30), insert: Permits Required:
  - a. No alteration or addition shall be made in the existing wiring of any building, nor shall any building be wired for the placing of any electric lights, motors, heating devices or any apparatus requiring the use of electrical current, nor shall any

alteration be made in the wiring of any building after inspection, without first notifying the electrical inspector in writing on application for permit blanks to be furnished by the City and securing a permit therefor."

3. In Article 90, Introduction (page 30), insert: Inspections:
  - a. Upon the completion of the wiring of any building, it shall be the duty of the person installing same to notify the electrical inspector, who shall make the inspection of the installation within twenty-four (24) hours. If any part of said wiring is to be concealed from view before or upon completion, it shall be unlawful for any person to cover or cause to be covered up any such wiring until the electrical inspector has inspected and approved said wiring. In the case of violation of this provision by any person, the electrical inspector is hereby authorized to order the removal of any such covering or lathing or flooring and shall not be required to replace or renew same.
  - b. All necessary cutouts, cutout boxes or cabinets, fuses, switches, flush receptacles and other materials and devices shall be installed, and all outlets properly connected before any certificate of final inspection will be issued.
  - c. It shall be unlawful to use or to permit the use of or to supply current for electric wiring or light, heat or power in any building or structure in the City until certificate of final inspection has been issued by the electrical inspector; provided, however, that the electrical inspector may, in his discretion, give temporary permission, for a reasonable time, to supply current in part of any electric installation before such installation has been fully completed."
4. In Article 90, Introduction (page 30), insert: Permit Fees: "The fee for a permit to perform electrical work shall be based on the use of the construction calculated by either the residential or commercial schedule, both of which are posted in the Building Inspector's office."
5. In Article 90, Introduction (page 30), insert: Disputes, Interpretations:
  - a. In case of dispute as to technical interpretation of this Chapter, the electrical inspector shall decide as to the proper interpretation. Any decision made by the electrical inspector is subject to an appeal to the Board of Appeals."
6. In Article 90, Introduction (page 30), insert: Performance Bond:
  - a. Every person performing electrical work within the City shall first obtain an electrician's license and post with the City Collector an acceptable performance bond in the amount of two thousand dollars (\$2,000.00), conditioned that the same shall save the City harmless against violations of this Chapter and that all work performed by said licensed electrician shall be done in accordance with the provisions of this Chapter."
7. In Article 90, Introduction (page 30), insert: Approved Materials:
  - a. No electrical materials, devices or appliances shall be used or installed in the City unless they are in conformity with the provisions of this Chapter and unless they are in conformity with approved methods of construction as provided in this Chapter and for safety of persons and property.
  - b. Conformity of electrical materials, devices, and appliances with the standards of Underwriters Laboratories, Inc., shall be considered satisfactory evidence that such materials, devices, and appliances comply with the requirements of this Chapter.
  - c. Old or used materials, devices or appliances shall not be used in any work without approval obtained in advance from the electrical inspector.
  - d. All meter and service entrance locations shall meet the approval of the Board of Municipal Utilities. It shall be the responsibility of the electrical wireman or contractor to secure this approval before making the installation."

8. In Article 90, Introduction (page 30), insert: Violation and Penalty: "Any person who shall violate any provision of the code adopted in this Article or shall fail to comply with any of the requirements thereof or who shall erect, construct, alter or repair a building or structure in violation of an approved plan of or directive of the Code Official, or of a permit or certificate issued under the provision of this code, shall be guilty of a misdemeanor, punishable by a fine of not more than five hundred dollars (\$500.00) or by imprisonment not exceeding ninety (90) days, or by both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense."
9. In Article 230-24 (b), Vertical Clearance from Ground (1) (page 85, first line), insert: "Twelve-foot clearance at the electric service entrance to the building."
10. Delete Article 230-43, Wiring Methods for 600 Volts, Nominal or Less (page 87), in its entirety.
11. Delete Article 230-70 (a), Location (page 89), in its entirety and insert: "The service disconnecting means shall be installed at a readily accessible location, inside a building or structure nearest the point of entrance of the service conductors. Service disconnect means shall not be installed in bathrooms, closets or attics."
12. Amend Article 230-79 (d), All Others (page 90), to read: "For all other installations, the service disconnect shall have a rating of not less than one hundred (100) amperes [three (3) wires]."
13. In Article 230-79 (page 90) insert: "Three-phase systems shall not be used in residential."
14. In Article 250-52 (A)(5)(c) (page 113), Rod and Pipe Electrodes, insert: "The grounding electrode shall be five-eighths (5/8) copper clad no less than eight (8) feet in length."

#### SECTION V: ARTICLE VI Plumbing Code

##### **Amend Section 500.360 Adoption of Plumbing Code**

A certain document, a copy of which is on file in the office of the City Clerk of the City of Sikeston, Missouri, being marked and designated as the "International Code Council," be and is hereby adopted as the Plumbing Code of the City of Sikeston in the State of Missouri for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of the 2018 International Plumbing Code are hereby referred to, adopted and made a part thereof, as if fully set out in this Article with the additions, insertions, deletions and changes, prescribed in Section 500.370 of this Article.

##### **Amend Section [A] 500.370 Additions, Insertions and Changes**, to read:

A. The following sections are hereby revised:

1. **In Section [A] 101.1. TITLE (page 1, second line)** Insert "CITY OF SIKESTON, Missouri."
2. **Amend Section [A] 106.6, Fees**, to read: A permit shall not be issued until the fees prescribed in Section 106.6.2 have been paid, and an amendment to a permit shall not be released until the additional fee, if any, due to an increase of the plumbing systems, has been paid.  

A performance bond, to read as follows: "Every person performing plumbing work within the City shall first obtain a plumber's license and post with the City Collector an acceptable performance bond in the amount of two thousand dollars (\$2,000.00), conditioned that same shall save the City harmless against violations of this Chapter and that all work performed by said licensed plumber shall be done in accordance with the provisions of this Chapter."
3. **Amend Section [A] 106.6.2, Fee schedule**, to read: *Fees for all plumbing work shall be in accordance with the City of Sikeston, Missouri permit fee schedule.*
4. **Delete Section [A] 106.6.3.2, Fee refunds**
5. **Delete Section [A] 106.6.3.3, Fee refunds**

6. **Add Section [A] 106.6.4, Reinspection fees**, to read: A reinspection fee(s) of \$65 per inspection may be assessed at the inspector's discretion for each inspection when:
  - a. The inspection called for is not ready when the inspector arrives.
  - b. No building address or permit card is clearly posted.
  - c. Such portion of work for which inspection is called is not complete or when corrections called for are not made.
  - d. City approved plans are not on the job site available to the inspector.
  - e. Any work concealed without first obtaining the required inspection(s).
  - f. The building is locked or work otherwise not available for inspection when called.
  - g. The job site is cited as incomplete twice, as noted on the permit, for the same reason.
  - h. The original incomplete citation noted on the permit has been removed from the job site.
  - i. Failure to maintain erosion control, trash control or tree protection.

In instances where reinspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid. Reinspection fee(s) shall be an additional \$65 per reinspection. (Reason: This fee is not a fine or penalty but is designed to compensate for time and trips when inspections are called for when not ready.)

7. **Add Section [A] 106.6.5, Weekend Inspection fees**, to read: An inspection fee(s) of \$65 per inspection may be requested by contractors and/or property owners for weekend inspections between 7am and 12pm when:
  - a. The inspection(s) is scheduled two (2) days prior to the weekend.
  - b. Based on the availability of inspectors.
8. **Amend Section [A] 108.4, Violation penalties**, to read: Any person who shall violate any provision of the code adopted in this Article or shall fail to comply with any of the requirements thereof or who shall erect, construct, alter or repair a building or structure in violation of an approved plan of or directive of the Code Official, or of a permit or certificate issued under the provision of this code, shall be guilty of a misdemeanor, punishable by a fine of not more than five hundred dollars (\$500.00) or by imprisonment not exceeding ninety (90) days, or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense. Also see **Section 500.380**.
9. **Amend Section [A] 108.5, Stop work orders**, to read: Upon notice from the code official, work on any plumbing system that is being performed contrary to the provisions of this code or in a dangerous or unsafe manner shall immediately cease. Such notice shall be in writing and shall be given to the owner of the property, or to the owner's authorized agent, or to the person performing the work. The notice shall state the conditions under which work is authorized to resume. Where an emergency exists, the code official shall not be required to give a written notice prior to stopping the work. Any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not less than one hundred (\$100.00) dollars or more than five hundred (\$500.00) dollars each day the violation occurs.

10. **Amend Section [A] 305.4.1, Sewer depth**, to read: Building sewers that connect to private sewage disposal systems shall be a minimum of twenty-four (24) inches (609.6mm) below finished grade at the point of septic tank connection. Building sewers shall be a minimum of twenty-four (24) inches (609.6mm) below grade.
11. **Amend Section [A] 305.4.1, Sewer depth**, to read: Building sewers that connect to private sewage disposal systems shall be a minimum of twenty-four (24) inches (609.6mm) below finished grade at the point of septic tank connection. Building sewers shall be a minimum of twenty-four (24) inches (609.6mm) below grade.
12. **Amend Section [A] 903.1, Roof extension**, to read: Open vent pipes that extend through a roof shall be terminated not less than twelve (12) inches (304.8mm) above the roof. Where a roof is to be used for assembly or as a promenade, observation deck, sunbathing deck or similar purposes, open vent pipes shall terminate not less than 7 feet (2134 mm) above the roof.

SECTION VI: ARTICLE VII Mechanical Code

**Amend Section 500.430 Adoption of Mechanical Code**

A certain document, a copy of which is on file in the office of the City Clerk of the City of Sikeston, Missouri, being marked and designated as the "International Code Council," be and is hereby adopted as the Mechanical Code of the City of Sikeston in the State of Missouri for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of the 2018 International Mechanical Code are hereby referred to, adopted and made a part thereof, as if fully set out in this Article with the additions, insertions, deletions and changes, prescribed in Section 500.440 of this Article.

**Amend Section [A] 500.440 Additions, Insertions and Changes.**

A. The following sections are hereby revised:

1. **In Section [A] 101.1. TITLE (page 1, second line)** Insert "CITY OF SIKESTON, Missouri."
2. **Amend Section [A] 106.5, Fees**, to read: A permit shall not be issued until the fees prescribed in Section 106.5.2 have been paid, and an amendment to a permit shall not be released until the additional fee, if any, due to an increase of the plumbing systems, has been paid.

A performance bond, to read as follows: "Every person performing plumbing work within the City shall first obtain a plumber's license and post with the City Collector an acceptable performance bond in the amount of two thousand dollars (\$2,000.00), conditioned that same shall save the City harmless against violations of this Chapter and that all work performed by said licensed plumber shall be done in accordance with the provisions of this Chapter."

3. **Amend Section [A] 106.5.2, Fee schedule**, to read: *Fees for all mechanical work shall be in accordance with the City of Sikeston, Missouri permit fee schedule.*
4. **Delete Section [A] 106.5.3.2, Fee refunds**
5. **Delete Section [A] 106.5.3.3, Fee refunds**
6. **Add Section [A] 106.5.4, Reinspection fees**, to read: A reinspection fee(s) of \$65 per inspection may be assessed at the inspector's discretion for each inspection when:
  - a. The inspection called for is not ready when the inspector arrives.
  - b. No building address or permit card is clearly posted.
  - c. Such portion of work for which inspection is called is not complete or when corrections called for are not made.

- d. City approved plans are not on the job site available to the inspector.
- e. Any work concealed without first obtaining the required inspection(s).
- f. The building is locked or work otherwise not available for inspection when called.
- g. The job site is cited as incomplete twice, as noted on the permit, for the same reason.
- h. The original incomplete citation noted on the permit has been removed from the job site.
- i. Failure to maintain erosion control, trash control or tree protection.

In instances where reinspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid. Reinspection fee(s) shall be an additional \$65 per reinspection. (Reason: This fee is not a fine or penalty but is designed to compensate for time and trips when inspections are called for when not ready.)

- 7. **Add Section [A] 106.5.5, Weekend Inspection fees**, to read: An inspection fee(s) of \$65 per inspection may be requested by contractors and/or property owners for weekend inspections between 7am and 12pm when:
  - a. The inspection(s) is scheduled two (2) days prior to the weekend.
  - b. Based on the availability of inspectors.
- 8. **In Section [A] 108.4. VIOLATION PENALTIES (page 7, seventh line) Insert "misdemeanor"**
- 9. **In Section [A] 108.4. VIOLATION PENALTIES (page 7, eighth line) Insert "five hundred (\$500.00)"**
- 10. **In Section [A] 108.4. VIOLATION PENALTIES (page 7, ninth line) Insert "ninety (90) days"**
- 11. **In Section [A] 108.5. STOP WORK ORDERS (page 7, fourteenth line) Insert "one-hundred (\$100.00)" and "five-hundred (\$500.00)"**

SECTION VII: ARTICLE VIII Fuel Gas Code

**Amend Section 500.500 Adoption of Fuel and Gas Code**

A certain document, a copy of which is on file in the office of the City Clerk of the City of Sikeston, Missouri, being marked and designated as the "International Code Council," be and is hereby adopted as the Fuel Gas Code of the City of Sikeston in the State of Missouri for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of the 2018 International Fuel Gas Code are hereby referred to, adopted and made a part thereof, as if fully set out in this Article with the additions, insertions, deletions and changes, prescribed in Section 500.510 of this Article.

**Amend Section [A] 500.510 Additions, Insertions and Changes.**

- A. The following sections are hereby revised:
  - 1. **In Section [A] 101.1. TITLE (page 1, second line) Insert "CITY OF SIKESTON, Missouri."**
  - 2. **Amend Section [A] 106.6, Fees**, to read: A permit shall not be issued until the fees prescribed in Section 106.5.2 have been paid, and an amendment to a permit shall not be released until the additional fee, if any, due to an increase of the plumbing systems, has been paid.



A performance bond, to read as follows: "Every person performing plumbing work within the City shall first obtain a plumber's license and post with the City Collector an acceptable performance bond in the amount of two thousand dollars (\$2,000.00), conditioned that same shall save the City harmless against violations of this Chapter and that all work performed by said licensed plumber shall be done in accordance with the provisions of this Chapter."

3. **Amend Section [A] 106.6.2, Fee schedule**, to read: *Fees for all plumbing work shall be in accordance with the City of Sikeston, Missouri permit fee schedule.*
4. **Delete Section [A] 106.6.3.2, Fee refunds**
5. **Delete Section [A] 106.6.3.3, Fee refunds**
6. **Add Section [A] 106.6.4, Reinspection fees**, to read: A reinspection fee(s) of \$65 per inspection may be assessed at the inspector's discretion for each inspection when:
  - a. The inspection called for is not ready when the inspector arrives.
  - b. No building address or permit card is clearly posted.
  - c. Such portion of work for which inspection is called is not complete or when corrections called for are not made.
  - d. City approved plans are not on the job site available to the inspector.
  - e. Any work concealed without first obtaining the required inspection(s).
  - f. The building is locked or work otherwise not available for inspection when called.
  - g. The job site is cited as incomplete twice, as noted on the permit, for the same reason.
  - h. The original incomplete citation noted on the permit has been removed from the job site.
  - i. Failure to maintain erosion control, trash control or tree protection.

In instances where reinspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid. Reinspection fee(s) shall be an additional \$65 per reinspection. (Reason: This fee is not a fine or penalty but is designed to compensate for time and trips when inspections are called for when not ready.)

7. **Add Section [A] 106.6.5, Weekend Inspection fees**, to read: An inspection fee(s) of \$65 per inspection may be requested by contractors and/or property owners for weekend inspections between 7am and 12pm when:
  - a. The inspection(s) is scheduled two (2) days prior to the weekend.
  - b. Based on the availability of inspectors.
8. **In Section [A] 108.4. VIOLATION PENALTIES (page 7, sixth line)** Insert "misdemeanor"
9. **In Section [A] 108.4. VIOLATION PENALTIES (page 7, seventh line)** Insert "five hundred (\$500.00)"
10. **In Section [A] 108.4. VIOLATION PENALTIES (page 7, eighth line)** Insert "ninety (90) days"
11. **In Section [A] 108.5. STOP WORK ORDERS (page 7, fourteenth line)** Insert "one-hundred (\$100.00)" and "five-hundred (\$500.00)"
12. **In Section 303.3.3, Prohibited locations (page 21, second line)** Add "Single wall-mounted unvented room heaters as a primary source of heat are prohibited."
13. **In Section 303.3.4, Prohibited locations (page 21, sixth line)** Add "Single wall-mounted unvented room heaters as a primary source of heat are prohibited."

14. **Modify Section 403.4.3, Copper and copper alloy (page 69)** To read “No copper or brass pipe, tubing or fittings shall be permitted.”
15. **In Section 404.1 Installation of materials (page 71)** Add “Only rigid steel piping shall be used to penetrate floors, walls or ceilings. Appliances shall be connected to the building service line by a steel flex connector, not exceeding six (6) feet and accompanied by an approved shut off valve on the upstream side of the flex connector. At no time shall the flex connector pass through a floor, ceiling or wall.”
16. **Modify Section 406.4.1, Test pressure (page 74 lines one to four)** To read “The test pressure to be used shall be not less than 1 ½ times the proposed maximum working pressure, up to 30 psi, but not less than 3 psig (20 kPa gauge), irrespective of design pressure.”

SECTION VIII: ARTICLE IX Property Maintenance Code

**Amend Section 500.570 Adoption of Property Maintenance Code**

A certain document, a copy of which is on file in the office of the City Clerk of the City of Sikeston, Missouri, being marked and designated as the "International Code Council," be and is hereby adopted as the Property Maintenance Code of the City of Sikeston in the State of Missouri for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of the 2018 International Property Maintenance Code and Appendix A are hereby referred to, adopted and made a part thereof, as if fully set out in this Article with the additions, insertions, deletions and changes, prescribed in Section 500.580 of this Article.

**Amend Section [A] 500.080 Additions, Insertions and Changes, to read:**

- A. That the following sections are hereby revised as follows:
  1. **In Section [A] 101.1 Title, (page 1, second line)**, Insert: “City of Sikeston, Missouri”
  2. **In Section [A] 103.5, Fees (page 2, third line)**, Insert “at completion of work”
  3. **In Section [A] 104.1, General (page 2, ninth line)**, Insert: "Duties of Inspectors: Inspectors shall have the following duties and responsibilities:
    - a. Inspect all structures, when so directed by the Code Official, for the purpose of determining the existence of unsafe or unhealthful conditions and to determine compliance with any orders issued.
    - b. Report to the Code Official, in writing, any conditions which may cause a structure to be deemed detrimental to the health, safety or welfare of the residents and report non-compliance with any orders issued.
    - c. Appear and testify at hearings regarding structures which the inspector has inspected."
4. **Amend Section [A] 106.5 Abatement of violation**, insert: “Tax bill for cost of work by the City. The City Manager or his/her designee shall certify the cost of any work done by the City to abate a nuisance and the cost of recording the hearing to the City Clerk who shall cause a special tax bill or assessment for such costs to be issued against the lot, tract or parcel of land upon which the building or structure constituting the public nuisance is or was located.
  1. Lien. The special tax bill shall be a lien on such real estate from the date of issuance until the same is paid and shall be registered in the office of the City Collector in a book kept for such purposes.
  2. Payment due with interest. The tax bill shall be due and payable sixty (60) days after its date of issuance and shall bear interest at the rate of eight percent (8%) per annum from date of issuance until paid.

3. Annual payments upon request. At the written request of the taxpayer, which request shall be made prior to the date the City Manager or his/her designee certifies the cost to the City Clerk, the tax bill may be paid in equal annual installments over a period of not more than ten (10) years, with the unpaid balance of the tax bill to bear interest at the rate of eight percent (8%) per annum from the date of issuance until paid. If any installment shall not be paid within thirty (30) days after the same becomes due, then the entire balance of the tax bill and all accrued interest thereof shall become due and payable immediately.
4. Collection. If any tax bill is not paid when the same becomes due or if default is made in payment of any installment as provide in Subsection (3) hereinabove, then the City Counselor hereby is authorized to bring suit on behalf of the City in a court of competent jurisdiction to collect such tax bill. Tax bills issued under this Section shall be prima facie evidence of the validity of the bill, of the work being done and of the liability of the property for the charges stated in the bill. Any judgment entered in such suit in favor of the City may be satisfied by sale of the property or so much thereof as is necessary to satisfy the judgment and costs of sale.”
5. **Amend Section [A] 107.3.1, Method of service**, to read: The notice of declaration of nuisance and pre-hearing order shall be served on the affected parties, consisting of owner, occupants, lessee, mortgagee, agent and all persons having an interest in the property, all as shown by the records of the County Recorder of Deeds. The notice may be served personally or by certified mail, return receipt requested, or if service cannot be had by either of these modes of service, then by publication at least once for three (3) consecutive weeks in a newspaper of general circulation in the City of Sikeston. Publication shall give the affected parties at least twenty-one (21) days' notice from the first date of publication to respond to the notice of condemnation.
6. **Amend Section PM 107.3.2 Notice of hearing**, to read: If the affected parties fail to commence work on repairs or complete demolition within the time specified or fail to proceed continuously with the work without unnecessary delay, the Code Official shall call a hearing upon the matter, giving the affected parties ten (10) days' written notice of the hearing. Notice of hearing may be served personally or by certified mail, return receipt requested, or if service cannot be had by either of these modes of service, then by publication at least once for two (2) consecutive weeks in a newspaper of general circulation in the City of Sikeston.
7. **Amend Section PM 107.3.3 Hearing**, to read: The City Manager or his/her duly designated representative shall conduct a full and adequate hearing. Any affected party may be represented by counsel, and all affected parties shall have an opportunity to be heard. After the hearing, if the evidence supports a finding that the structure is a nuisance and detrimental to the health, safety or welfare of the residents of the City of Sikeston, the City Manager shall issue a post-hearing order making specific findings of facts, based on competent and substantial evidence and order the structure to be demolished and removed or repaired. The post-hearing order shall be served in the same manner as the notice of declaration of nuisance and pre-hearing order. The post-hearing order shall contain a date certain for completion of the required action.
8. **Amend Section PM 107.3.4 Upon Failure to Obey Post-Hearing Order**. To read: If any post-hearing order of the City Manager or his/her designee is not obeyed and if appeal of any post-hearing order is not made to the Circuit Court as provided for in this Article within thirty (30) days after issuance of any such order, a Code Official shall cause such structure to be vacated and repaired or demolished as provided in the post-hearing order. The Code Official shall certify the cost for such action, including all administrative costs, to the City Clerk who shall cause a special tax bill against the property to be

prepared, filed and collected. Said tax bill shall be a lien upon said property. Said lien shall bear interest set by the Missouri Division of Finance on the date the lien is filed. The City Counselor will review to insure all references to special tax bills/liens are in compliance with Missouri Statutes."

9. **In Section [A] 108.1 General. (page 4) insert:** Insurance proceeds withheld. If there are proceeds of any insurance policy based upon a covered claim payment made for damage or loss to a building or other structure caused by or arising out of any fire, explosion, or other casualty loss and if the covered claim payment is in excess of fifty percent (50%) of the face value of the policy covering a building or other structure, then the following procedure shall apply:
  1. Fifteen percent (15%) withheld to secure abatement costs. The insurer shall withhold from the covered claim payment fifteen percent (15%) of the covered claim payment and shall pay that amount to the City to deposit into an interest-bearing account. Any named mortgagee on the insurance policy shall maintain priority over any obligation under this Section. If a special tax bill or assessment is issued by the City for the expenses of demolition of such building as a dangerous building, the monies held by the City shall be applied towards payment of the special tax bill or assessment. If there is any excess, it shall be paid by the City to the insured or as the terms of the policy, including any endorsements thereto, provide.
  2. Proceeds released. The City shall release the proceeds and any interest which has accrued on such proceeds received under Subsection (1) of this Section to the insured or as the terms of the policy and endorsements thereto provide within thirty (30) days after completion of work. If the City has proceeded under the provisions of Section 500.770, all monies in excess of that necessary to comply with the provisions of this Section for the removal of the building or structure, less salvage value, shall be paid to the insured.
  3. Certificate in lieu of payment. The City may certify that, in lieu of payment of all or part of the covered claim payment under this Section, it has obtained satisfactory proof that the insured has or will remove debris and repair, rebuild or otherwise make the premises safe and secure. In this event, the City shall issue a certificate within thirty (30) days after receipt of proof to permit covered claim payment to the insured without deduction. It shall be the obligation of the insured or other person making claim to provide the insurance company with the written certificate provided for in this Subsection.
  4. City not party to insurance contract. No provision of this Section shall be construed to make City a party to any insurance contract.
  5. City Clerk to deliver notice to Director of Insurance. The City Clerk hereby is authorized and directed to deliver notice, consisting of a certified copy of this Section, to the Missouri Director of Insurance within fourteen (14) days after the adoption of this Section in compliance with Statute Section 67.412, RSMo 1984."
10. **Amend Section [A] 112.4, Failure to comply,** to read: "Any person who shall violate any provision of the code adopted in this Article or shall fail to comply with any of the requirements thereof or who shall erect, construct, alter or repair a building or structure in violation of an approved plan of or directive of the Code Official, or of a permit or certificate issued under the provision of this code, shall be guilty of a misdemeanor, punishable by a fine of not more than five hundred dollars (\$500.00) or by imprisonment

not exceeding ninety (90) days, or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.”

11. **Amend Section 202.1 Definitions General:** to read: Unless otherwise expressly stated, the following terms shall, for the purposes of this code, have the meanings shown in this chapter in addition to the definitions found in the City of Sikeston Municipal Code Title V Building and Construction, Article IX Property Maintenance Code.”

9. **In Section 202 General Definitions,** insert:

*Currently Unregistered Motor Vehicle* - A motor vehicle which is not currently registered with the Missouri Department of Revenue by the owner thereof.

*Custodian* - Any person who exercises care, custody, or control over real or personal property.

*Junked Motor Vehicle* - Any motor vehicle which is partially dismantled, wrecked or disabled and which cannot safely or legally be operated on the thoroughfares, highways, roads, streets, avenues, boulevards, parkways, or alleys in the State of Missouri.

*Motor Vehicle* - Any self-propelled land vehicle used for towing or transporting people or materials, excluding farm machinery.

*Motor Vehicle Accessories* - Any part or parts of any motor vehicle.

*Person* - Any individual, firm, partnership, business, or corporation.

*Private Property* - Any real property within the City of Sikeston which is not owned by the Federal, State, County or municipal government or any subdivision thereof.

10. **Amend Section 302.3, Sidewalks and driveways,** amend to read as follows: "Sidewalks, Driveways and Parking Areas. All sidewalks, walkways, stairs, driveways, parking spaces, parking lots, parking areas and similar areas shall be kept in a proper state of repair and maintained free from hazardous conditions and missing surface materials."

11. **Amend Section 302.4, Weeds (page 11, Paragraph 1),** to read: "All premises and exterior property shall be maintained free from weeds or plant growth in excess of ten (10) inches (25 mm). All noxious weeds shall be prohibited. "Weeds" shall be defined as all grasses, annual plants, and vegetation, other than trees and shrubs, provided however, this term shall not include cultivated flowers and gardens. This includes the maintenance of weeds (as defined above) in the area between the edge of street (including the curb) and the property line (more commonly known as "right-of-way") in all zones, including agricultural. It is provided, however, that the City shall mow some areas as identified and prioritized by the City of Sikeston for safety and/or maintenance purposes.

1. From time to time debris including: weed cuttings, cut and fallen trees and shrubs, overgrown vegetation and noxious weeds (which are more than ten (10) inches in height), rubbish and trash, lumber not piled or stacked twelve (12) inches off the ground, rocks or bricks, tin, steel, parts of derelict cars or trucks, broken furniture, flammable material and material which is unhealthy or unsafe are left or permitted to remain on lots and land within the City.

2. The conditions aforesaid are considered and declared to be public nuisances and the maintenance of same is hereby determined to be unlawful and abatable by the owner and unlawful.
  3. Should a property owner fail to begin removing such nuisance within ten (10) days of receiving notice that the nuisance has been ordered removed or to pursue the removal of such nuisance without unnecessary delay, the City Manager or his/her designated officer shall cause the condition which constitutes the nuisance to be removed. If the designated officer causes the condition to be removed or abated, the cost of such removal shall be certified to the City Clerk who shall cause the certified cost thereof to be included in a special tax bill or added to the annual real estate tax bill for the property and such certified cost shall be collected by the City Collector in the same manner and procedure for collecting real estate taxes.
  4. If the certified cost is not paid, the tax bill shall be considered delinquent, and the collection of the delinquent bill shall be governed by the laws governing delinquent and back taxes. The tax bill, from its date of issuance, shall be deemed a personal debt of the owner and a lien on the property which was declared a nuisance until paid.
12. **In Section 302.8, Motor vehicles (page 11, seventh line)**, insert: "Whenever the City Manager or his/her duly authorized representative determines that a motor vehicle or motor vehicle accessories are being maintained in violation of this code, notice of said violation shall be directed to the owner of said motor vehicle or motor vehicle accessories and, if the violation has occurred on private property where the same is being unlawfully maintained, notification will be made in person or a representative shall affix a copy of said notice to said motor vehicle or motor vehicle accessories. Said notice shall advise the owner of said motor vehicle or motor vehicle accessories and, if required, the owner, custodian or occupant of the private property to abate said violation within ten (10) days from the date on said notice.
- a. It shall be unlawful for the owner of any junked motor vehicle or motor vehicle accessories or any owner, occupant, or custodian of any private property to maintain or allow to remain on said private property any junked motor vehicle or motor vehicle accessories or to allow same to remain upon any public thoroughfare, highway, road, street, alley, avenue, boulevard, or parkway.
  - b. It shall be unlawful for the owner, occupant, or custodian of any private property to maintain or allow to remain on said private property any currently unregistered and/or unlicensed motor vehicles or any motor vehicle which is in a state of disrepair; provided, however, that the owner of such private property may maintain on said private property one (1) motor vehicle which is not in a state of disrepair and for which the vehicle's registration is not more than six (6) months out-of-date."
13. **In Section PM 302.8.1**, Insert: Notice when owner or custodian cannot be found. When any of the persons entitled to receive the notice provided for in Section 302.8 cannot be located, mailing of said notice and affixing a copy of same to said vehicle or motor vehicle accessories shall be sufficient notice."

14. **In Section 302.8.2, Abatement.** Insert: If not removed within the time specified in the notice, the motor vehicle or motor vehicle accessories maintained in violation of Section 302.8 above may be transported to a storage area by or at the direction of the City Manager or his/her duly authorized representative at the expense of the owner of the said motor vehicle or motor vehicle accessories. The wrecker service will become the responsible party for the motor vehicle or motor vehicle accessories according to State Statutes.

When any currently unlicensed and/or unregistered motor vehicle and/or junked motor vehicle or any motor vehicle in a state of disrepair is left unattended upon any thoroughfare, highway, road, street, avenue, boulevard, parkway or alley in a manner constituting an obstruction to traffic, the officers of the Department of Public Safety are authorized to remove such vehicle or cause such motor vehicle to be removed to a garage or other place of safety and shall notify the City Manager or his/her duly authorized representative of said removal.

15. **Delete Section 304.14 Insect Screens” (page 13)**
16. **Amend Section 308.1 Accumulation of rubbish or garbage (page 15),** to read: “exterior property and premises, and the interior of every structure, shall be free from any accumulation of rubbish, rubble, garbage or yard waste.”
16. **Amend Section 602.3 Heat supply (page 23, fourth line)** to read: “Every owner and operator of any building who rents, leases or lets one or more dwelling units or sleeping units on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat during the period when the exterior ambient air temperature is at or below 67°F (19.5°C) to maintain a minimum temperature of 68°F (20°C) in all habitable rooms, bathrooms and toilet rooms.”
17. **Amend Section 602.4 Occupiable workspaces (page 23, second line)** to read: “Indoor occupiable workspaces shall be supplied with heat during the period when the exterior ambient air temperature is at or below 64°F (17.8°C) to maintain a minimum temperature of 65°F (18°C) during the period the spaces are occupied.”

SECTION IX: ARTICLE X Additional Property Maintenance Regulations

**Delete Section 500.660 Definitions**

**Delete Section 500.680 Permitted Maintenance**

**Delete Section 500.690 Notice of Violation**

**Delete Section 500.700 Notice When Owner or Custodian Cannot Be found**

**Delete Section 500.710 Procedure if Not Abated**

**Delete Section 500.730 Junk and Trash**

**Delete Section 500.740 Weeds – Declaration of Public Nuisance**

**Amend Section 500.760 Violations for Failure to Maintain Property,** to read: **Violations for Failure to Maintain Property (Housing Authority Only)**

**Delete Section 500.770 Tax Bill for Cost of Work by the City**

**Delete Section 500.780 Insurance Proceeds Withheld**

**Section 500.790 thru Section 500.850 (Reserved)**

SECTION X: ARTICLE XIV Swimming Pool and Spa Code

**Amend Section 500.1130 Adoption of Swimming Pool and Spa Code**

A certain document, a copy of which is on file in the office of the City Clerk of the City of Sikeston, Missouri, being marked and designated as the "International Code Council," be and is hereby adopted as the Swimming Pool and Spa Code of the City of Sikeston in the State of Missouri for the control of buildings and structures as herein provided; and each and all of the regulations,

provisions, penalties, conditions and terms of the 2018 International Swimming Pool and Spa Code are hereby referred to, adopted and made a part thereof, as if fully set out in this Article with the additions, insertions, deletions and changes, prescribed in Section 500.1140 of this Article.

**Amend Section [A] 500.1140 Additions, Insertions and Changes, to read:**

A. That the following sections are hereby revised as follows:

1. **In Section [A] 101.1, Title (page 1, second line)**, insert: "City of Sikeston, Missouri."
2. **Amend Section [A] 105.3 Construction Documents (page 3)**, to read; Construction documents, engineering calculations, diagrams and other such data shall be submitted in two (2) Hard Copy and one (1) Digital set with each application for a permit. The code official shall require construction documents, computations, and specifications to be prepared and designed by a registered design professional when required by state law. Construction documents shall be drawn to scale and shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that the work conforms to the provisions of this code.
3. **In Section [A] 105.6.2, Fees Schedule (page 4)**, insert
  - a. **Performance Bond for Plumbers:** "Every person performing plumbing work within the City of Sikeston shall first obtain a plumber's license and post with the City Collector an acceptable performance bond in the amount of two thousand dollars (\$2,000.00), conditioned that same shall save the City harmless against violations of this Chapter and that all work performed by said licensed plumber shall be done in accordance with the provisions of this Chapter."
  - Performance Bond for Electricians:** "Every person performing electrical work within the City of Sikeston shall first obtain an electrician's license and post with the City Collector an acceptable performance bond in the amount of two thousand dollars (\$2,000.00), conditioned that the same shall save the City harmless against violations of this Chapter and the 2017 National Electric Code and that all work performed by said licensed electrician shall be done in accordance with the provisions of this Chapter and the 2017 National Electric Code."
4. **Amend Section [A] 107.4 Violation Penalties (page 6)**, to read; Any person who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter or repair a pool or spa in violation of the approved construction documents or directive of the code official, or of a permit or certificate issued under the provisions of this code, shall be guilty of a MISDAMEANOR punishable by a fine of not more than Five Hundred (\$500.00) dollars or by imprisonment not exceeding Ninety (90) Days, or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense and an additional charge of One Thousand (\$1,000.00) dollars.
5. **Amend Section [A] 107.5 Stop work orders** to read: Upon notice from the code official, work on any system that is being performed contrary to the provisions of this code or in a dangerous or unsafe manner shall immediately cease. Such notice shall be in writing and



shall be given to the owner of the property, or to the owner's authorized agent, or to the person performing the work. The notice shall state the conditions under which work is authorized to resume. Where an emergency exists, the code official shall not be required to give a written notice prior to stopping the work. Any person who shall continue any work in or about the structure after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not less than Five Hundred (\$500.00) dollars or more than Five Thousand (\$5,000.00) dollars.

- a.) **Add Section [A] 107.5.1 Unlawful continuance (page 6)**, to read; The penalty shall be an additional "five hundred dollars (\$500.00) added to the property permit fee" *for first offence* and an additional "one thousand dollars (\$1,000.00) *per offence thereafter* added to property permit fee."

## 6. Appendices

- a. **Adopt Appendix A: Symbols**
- b. **Adopt Appendix B: Field Checklist for Identifying Suction Entrapment Hazards**
- c. **Adopt Appendix C: Entrapment Avoidance Warning Sign**
- d. **Adopt Appendix D: Source of Material**

## SECTION XI: ARTICLE XV Existing Building Code

### **Amend Section 500.1150 Adoption of Existing Building Code**

A certain document, a copy of which is on file in the office of the City Clerk of the City of Sikeston, Missouri, being marked and designated as the "International Code Council," be and is hereby adopted as the Existing Building Code of the City of Sikeston in the State of Missouri for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of the 2012 International Existing Building Code are hereby referred to, adopted and made a part thereof, as if fully set out in this Article with the additions, insertions, deletions and changes, prescribed in Section 500.1160 of this Article.

### **Amend Section [A] 500.1160 Additions, Insertions and Changes**, to read:

A. That the following sections are hereby revised as follows:

1. **In Section [A] 101.1, Title (page 1, second line)**, insert: "City of Sikeston, Missouri."
2. **Amend Section [A] 107.2, Construction documents**, to read: Construction documents shall be in accordance with Section [A] 107.2.1 through Section [A] 107.2.5 and shall be submitted in the following manner, one (1) hard copy on twenty-four-by-thirty-six-inch paper and one (1) electronic .pdf version, either on compact disk or flash drive, formatted for large-scale printing, signed, and sealed by the design professional.
3. **In Section [A] 113.4, Violation penalties (page 9, eighth line)**, insert: "(misdemeanor)."
4. **In Section [A] 113.4, Violation penalties (page 9, eighth line)**, insert: "[five hundred dollars (\$500.00)]."
5. **In Section [A] 113.4, Violation penalties (page 9, eighth line)**, insert: "[ninety (90) days]."

6. **In Section [A] 114.3, Unlawful continuance (page 9, fifth line)**, insert: "[ten dollars (\$10.00)]."
7. **In Section [A] 114.3, Unlawful Continuance (page 9, fifth line)**, insert: "[one hundred dollars (\$100.00)]."

SECTION XII: ARTICLE XVI International Zoning Code

**Amend Section 500.1170 Adoption of International Zoning Code**

- A. A certain document, a copy of which is on file in the office of the City Clerk of the City of Sikeston, Missouri, being marked and designated as the "International Zoning Code, 2018 edition", as published by the International Code Council, be and is hereby adopted as the Zoning Code of the City of Sikeston, in the state of Missouri for regulating and governing the development, erection, construction, enlargement, alteration, repair, movement, removal, demolition, conversion, occupancy, use, height, area and maintenance of all buildings, structures and lots in the City of Sikeston; providing for the issuance of permits, including conditional use permits, and collection of fees therefor; and each and all of the regulations, provisions, penalties, conditions and terms of said Zoning Code on file in the office of the City of Sikeston are hereby referred to, adopted, and made a part hereof, as if fully set out in this legislation, with the additions, insertions, deletions and changes, if any, prescribed in Section V of this Ordinance.
- B. Inconsistent Ordinance Repealed. That any ordinance or parts of ordinances in conflict herewith are hereby repealed effective January 5, 2022.

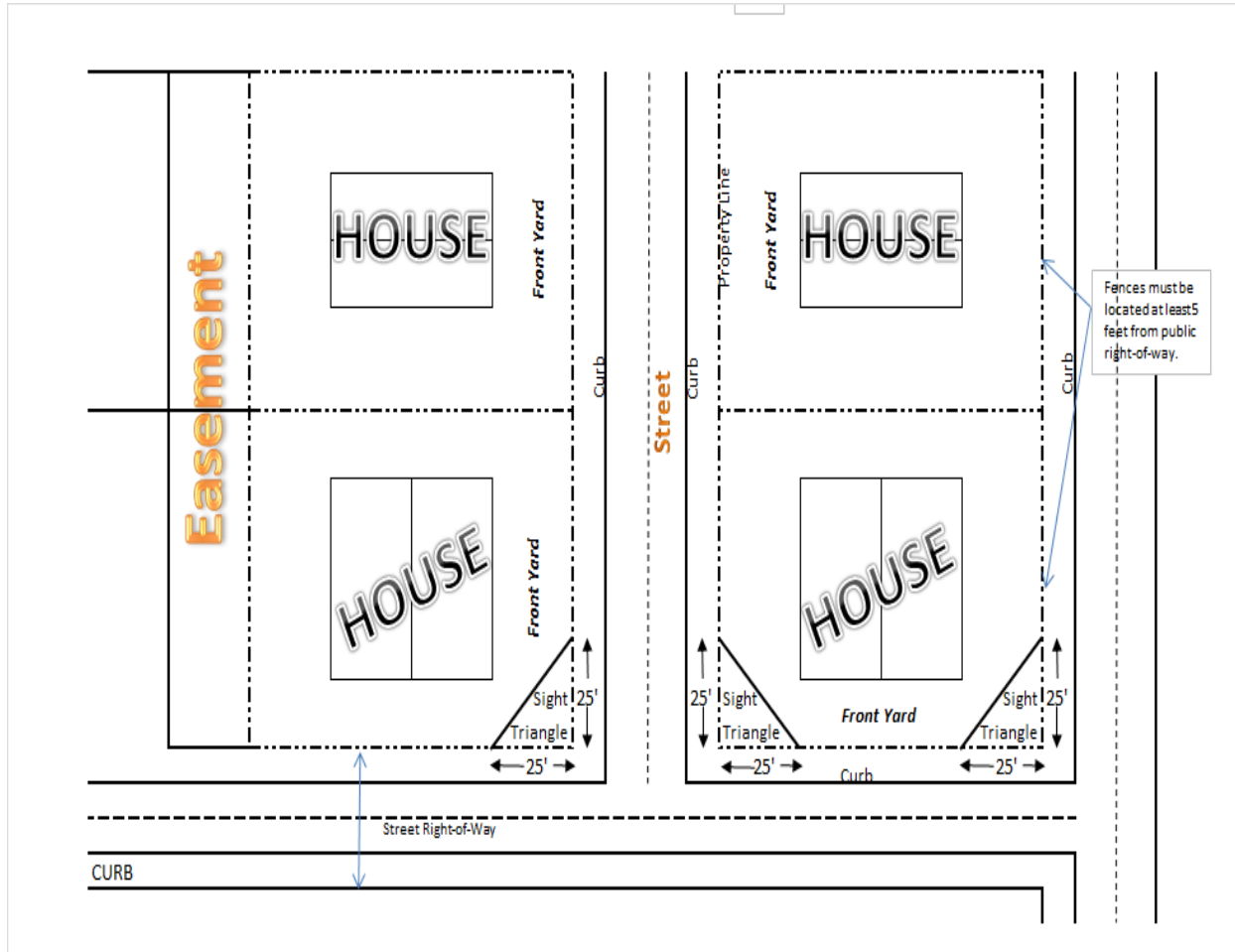
**Amend Section [A] 500.1190 Additions, Insertions and Changes, to read:**

- A. That the following sections are hereby revised as follows:
  1. **In Section [A] 101.1 Title (page 1, second line)**, insert: "City of Sikeston, Missouri"
  2. **Amend Section [A] 103.8, Appeals and hearings (page 2, 5th line)**, to read: "Any person with standing aggrieved by any decision of the commission shall have the right to make such appeals as shall be permitted to be provided by this code or state law. Such appeals shall be based on the record.
    - a. Board of Adjustment
    - b. City Council"
  3. **Amend Section [A] 106.7.1 Errors (page 3, first line)**, amend to read: " The board of appeals shall have the power to hear and decide on appeals where it is alleged that there is an error in any order, requirement, decision, determination or interpretation by the code official."
  4. **In Section [A] 107 Hearing Examiner (page 4, first line)**, clarification for the term *hearing examiner* may also be referred to as "The City Manager or City Attorney"
  5. **In Section [A] 108.2.2 Time Limit (page 4, second line)**, insert: "forty-five (45)"
  6. **In Section [A] 108.4 Voting and notice of decision (page 4, second line)**, to read: "There shall be a vote of a supermajority (80%) of the board present in order to decide any matter under consideration by the board of adjustment. Each decision shall be entered in the minutes by the secretary. All appeals shall be kept in accordance with state regulations and such appeals shall be open to the public. Notice in writing of the decision and the disposition of each appeal shall be given to the code official and each appellant by mail or otherwise."
  7. **In Section 201.1 Scope (page 7)**, to read: "Unless otherwise expressly stated, the following words and terms shall, for the purposes of this code, have the meanings shown in this chapter, in addition to the definitions found in the City of Sikeston Municipal Code Title IV Land Use - Chapter 405 Zoning Regulations - Article II Definitions."
  8. **In Section 202 General Definitions (page 8-9)**, to read:

- a. *Day care, family* – The keeping for part-time care and/or instruction, whether or not for compensation, number of children shall be determined by the Missouri Department of Health & Senior Services.
- b. *Day Care, Group* – An establishment for the care and/or instruction, whether or not for compensation, as determined by the Missouri Department of Health & Senior Services. Child nurseries, preschools and adult care facilities are included in the definition.
- 9. **In Section 301.1 Classification (page 13)**, to read: “Classifications shall be determined by the City of Sikeston Municipal Code Title IV Land Use Section 405.”
- 10. **In Section 302.1 Minimum areas (page 13)**, to read: “The minimum areas that may constitute a separate or detached part of any of the following zoning districts on the zoning map or subsequent amendments to said zoning map shall be as shown in Table 450.1 (City of Sikeston Municipal Code). When a nonresidential district is directly across the street from or abuts the district with the same or less restrictive classification, the area of the land directly across the street or abutting the property may be included in the calculations in meeting the minimum district size requirements.”
- 11. **In Section Table 302.1 Minimum Areas for Zoning Districts (page 13)**, to reference: “Table 450.1 Minimum Areas for Zoning Districts”
- 12. **Insert:** “The use districts are shown in the Sikeston Municipal Code Article IV Land Use – Chapter 405 Zoning Regulations – Article VII District Regulations
- 13. **Delete Chapter 4 – Agricultural Zones (page 15)**
- 14. **Delete Chapter 5 – Residential Zones (page 17)**
- 15. **Delete Chapter 6 – Commercial and Commercial/Residential Zones (pages 19-20)**
- 16. **Delete Chapter 7 – Factory/Industrial Zones (page 21)**
- 17. **Amend Section 802.1 General (page 24)**, to read: “Fence and retaining wall heights in required yards shall not exceed those found in Table 802.1 Maximum Fence Heights Supplement.”

TABLE 802.1 Fence Heights Supplement MAXIMUM FENCE HEIGHTS	
YARDS HEIGHT (feet)	YARDS HEIGHT (feet)
Front	3
Rear	7
Lot Side a	7
Street Side b	3

- a. Fence may be parallel with further most front portion of main house structure
- b. Corner and double frontage lots may have multiple street sides
- 18. **Amend Section 802.1.2 Fence Regulations (page 24)**, to read:
  - a. Fence must be located on private property built with consent of the property owner.
  - b. Fencing or shrubs along sight triangle of yard cannot exceed 3 feet in height.
  - c. Fence may not be located in public right-of-way or any easement.
  - d. No fence may be located within a sight triangle. (See Illustration Below)
  - e. Fence height cannot exceed 7’ (feet) above grade without permit.
  - f. Owner should consult restrictive neighborhood covenants.
  - g. Finished surfaces must face outward from the property (where fronting public right-of-way).
  - h. Fences used to enclose pools and spas must be installed per the International Swimming Pool and Spa Code



19. **Amend Section 902.2 4. Provisions (page 27)**, to Read: “Said business shall be located in C3 Zone only on lots or parcels of land fronting on Malone or Main Streets and shall not be permitted as a home occupation.”
20. **Amend Section 1008.1.1 Wall Signs (page 37)**, to read: “Every single-family residence, multiple-family residential complex, commercial or industrial building, and every separate nonresidential building in a residential zone may display wall signs per street frontage subject to the limiting standards set forth in Table 1008.1.1(1). For shopping centers, planned industrial parks or other multiple occupancy nonresidential buildings, the building face or wall shall be calculated separately for each separate occupancy, but in no event will the allowed area for any separate occupancy be greater than sixty (60) percent of the building element width.”

21. Table 1008.1.1 (1) Identification Sign Standards – Wall Signs (page 37)

Land Use	Aggregate Area (Square Feet)
Single-Family Residential	10
Multiple-Family Residential	10
Nonresidential in a residential zone	10
Commercial and Industrial	See Table 1008.1.1(2)

For SI: square foot = 0.0929 m2

22. Table 1008.1.1 (2) Sign Area (page 37)

Distance Of Sign from Road Or Adjacent Commercial Or Industrial Zone	Building Permitted Sign Area
0 to 100 feet	6' height / 32sq/ft
101 to 300 feet	20' height / 100sq/ft
Over 301 feet	26' height/130sq/ft

For SI: 1 foot = 304.8 mm

23. Table 1008.1.2 Identification Sign Standards – Free Standing Signs a,b,c (page 38)

Land Use	Number of Signs	Height (feet)	Area (Square feet)	Spacing
Single family residential	1	5	6	1 per subdivision entrance a
Multiple family residential	1	5	6	1 per driveway a
Nonresidential in a residential zone	1	10	60	300a
Commercial and industrial	1	See Figures 1008.1.2 (1),(2), and (3)	See Figures 1008.1.2 (1), (2), and (3)	150b

For SI: 1 foot = 304.8 mm, 1 square foot = 0.0929m<sup>2</sup> , 1 acre = 4047m<sup>2</sup>

- a. For subdivision or apartment identification signs placed on a decorative entry wall approved by the code official, two identification signs shall be permitted to be placed at each entrance to the subdivision or apartment complex, one on each side of the driveway or entry drive.
  - b. For shopping center or planned industrial parks, two monument – style free-standing signs not exceeding 50 percent each of the permitted height and area, and spaced not closer than 100 feet to any other free-standing identification sign, shall be permitted to be allowed in lieu of any free–standing sign otherwise permitted in Table 1008.1.2.
  - c. For any commercial or industrial development complex exceeding 1,000,000 square feet of gross leasable area, or 40 acres in size, such as regional shopping centers, auto malls or planned industrial parks, one free– standing sign per street front shall be permitted to be increased in sign area by up to 50 percent.
24. **Amend Section 1008.1.3 Directional Signs (page 37)**, to read: ““No more than two directional signs shall be permitted per street entrance to any lot. There shall be no limit to the number of directional signs providing directional information interior to a lot. In residential zones, the maximum area for directional signs shall be four (4) square feet. For all other zones, the maximum area for any directional sign visible from adjacent property or rights-of-way shall be six (6) square feet. Not more than 25 percent of the area of any directional sign shall be permitted to be devoted to business identification or logo, which area shall not be assessed as identification sign area.”
25. **Amend Section 1008.2.1 1. Real estate Signs (page 37)**, to read: ““Real estate signs located on a single residential lot shall be limited to one sign, not greater than two and one-half (2 ½) feet in height and eight (8) square feet in area.”
26. **Amend Section 1008.2.1 2. Real estate Signs (page 37)**, to read: “Real estate signs advertising the sale of lots located within a subdivision shall be limited to one sign per

entrance to the subdivision, and each sign shall be no greater than twelve (12) square feet in area nor six (6) feet in height. All signs permitted under this section shall be removed within ten (10) days after sale of the last original lot.”

27. **Amend Section 1008.2.1 3. Real estate Signs (page 38)**, to read: “Real estate signs advertising the sale or lease of space within commercial or industrial buildings shall be no greater than thirty-two (32) square feet in area nor eight (8) feet in height, and shall be limited to one sign per street front”
28. **Amend Section 1008.2.1 4. Real estate Signs (page 38)**, to read: “Real estate signs advertising the sale or lease of vacant commercial or industrial land shall be limited to one sign per street front, and each sign shall be no greater than eight (8) feet in height, and fifty (50) square feet for property of 10 acres (40 470 m<sup>2</sup>) or less, or 100 square feet (9.3 m<sup>2</sup>) for property exceeding 10 acres (40 470 m<sup>2</sup>)”
29. **Amend Section 1008.2.2 1. Development and Construction Signs (page 38)**, to read: “Such signs on a single residential lot shall be limited to one sign, not greater than six (6) feet in height and twelve (12) square feet in area.”
30. **Amend Section 1008.2.2 2. Development and construction signs (page 38)**, to read: “Such signs for a residential subdivision or multiple residential lots shall be limited to one sign, at each entrance to the subdivision or on one of the lots to be built upon, and shall be no greater than six (6) feet in height and twelve (12) square feet in area.”
31. **Amend Section 1008.2.2 3. Development and construction signs (page 38)**, to read: “Such signs for nonresidential uses in residential districts shall be limited to one sign, and shall be no greater than six (6) feet in height and twelve (12) square feet in area.”
32. **Amend Section 1008.2.2 4. Development and construction signs (page 38)**, to read: “Such signs for commercial or industrial projects shall be limited to one sign per street front, not to exceed eight (8) feet in height and thirty-two (32) square feet for projects on parcels 5 acres (20 235 m<sup>2</sup>) or less in size, and not to exceed eight (8) feet in height and fifty (50) square feet for projects on parcels larger than 5 acres (20 235 m<sup>2</sup>).”
33. **Amend Section 1008.2.3 3 Special promotion, event and grand opening signs (page 38)**, to read: “The total area of all such signs shall not exceed ten (10) square feet in any single-family residential district, fifteen (15) square feet in any multiple-family residential district and thirty-two (32) square feet in any commercial or industrial district”
34. **Amend Section 1008.2.5 1 Portable Signs (page 42)**, to read: “No more than one such sign may be displayed on any property and shall not exceed a height of six (6) feet nor an area of twelve (12) square feet.”
35. **Amend Section 1008.2.6 1. Political Signs (page 42)**, to read: “Such signs shall not exceed a height of six (6) feet nor an area of twelve (12) square feet.”
36. **Amend Section 1008.3.3 1. Projecting signs (page 42)**, to read: “Projecting signs shall be permitted in lieu of free-standing signage on any street frontage limited to one sign per occupancy along any street frontage with public entrance to such an occupancy, and shall be limited in height and area to one and one-half (1 ½) square feet per each one (1) lineal feet of building frontage, except that no such sign shall exceed an area of one hundred (100) square feet.”
37. **Amend Section 1008.3.3 2. Projecting signs (page 42)**: to read: “No such sign shall extend vertically above the highest point of the building facade upon which it is mounted by more than two (2) percent of the height of the building facade”
38. **Amend Section 1008.3.3 3. Projecting signs (page 42)**: to read: “Such signs shall not extend over a public sidewalk in excess of four (4) feet from building face”
39. **Amend Section 1008.3.3 4. Projecting signs (page 42)**: to read: “Such signs shall maintain a clear vertical distance above any public sidewalk a minimum of eight (8) feet”
40. **Amend Section 1008.3.4 1 Under Canopy Signs (page 42)**: to read: “Under canopy signs shall be limited to no more than one such sign per public entrance to any

occupancy, and shall be limited to an area not to exceed sixty (60) percent of building element width”

41. **Amend Section 1008.3.4 2 Under Canopy Signs (page 42):** to read: “Such signs shall maintain a clear vertical distance above any sidewalk or pedestrian way a minimum of eight (8) feet”.
42. **Amend Section 1008.3.5 2 Roof Signs (page 42):** to read: “Such signs shall be limited to a height above the roofline of the elevation parallel to the sign face of no more than two (2) percent of the height of the roofline in commercial districts, and three (3) percent of the height of the roofline in industrial districts.”

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

SECTION XIV: Severability. Should any part or parts of this ordinance be found or held to be invalid by any court of competent jurisdiction, the remaining part or parts shall be severable and shall continue in full force and effect.

SECTION XV: Record of Passage

- A. Bill Number 6250 was introduced and read the first time this 29<sup>th</sup> day of November, 2021.
- B. Bill Number 6250 was read the second time and discussed on this 6<sup>th</sup> day of December, 2021. Following discussion, Councilman Baker moved to approve Bill Number 6250. The motion was seconded by Councilman Self, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye,  
Williams Aye, and Turnbow Aye, thereby being passed.

- C. Upon passage by a majority of the Council this Bill shall become Ordinance 6250 and shall be in full force and effect from and after January 5, 2022.

2<sup>nd</sup> Reading & Consideration, Bill #6252, Calling for the Advisory Election Regarding the Discharge of Fireworks within the City of Sikeston

Councilman Self moved for the second reading of Bill Number 6252. The motion was seconded by Councilman Teachout and the following vote recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye,  
Williams Aye, and Turnbow Aye, thereby being passed.

City Clerk Rhonda Council presented the bill for reading.

BILL Number 6252

ORDINANCE Number 6252

THIS BILL AS APPROVED SHALL BECOME ORDINANCE NUMBER 6252, PROVIDING FOR SUBMISSION TO THE QUALIFIED VOTERS OF THE CITY OF SIKESTON AN ADVISORY QUESTION REGARDING THE DISCHARGE OF FIREWORKS, FOR CONSIDERATION AT THE GENERAL ELECTION CALLED AND TO BE HELD IN THE CITY ON TUESDAY, APRIL 5, 2022.

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

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

SECTION II: Pursuant to Article VIII, Section 8.8 of the City Charter, the City Council desires to know the sentiment of the qualified voters of the City, as an advisory matter, regarding the discharge of fireworks within the city limits of the City of Sikeston. The proposed regulations regarding the discharge of fireworks are contained in the proposed Ordinance Number 6253, the full text of which is available in the City Clerk's Office and on the City's website, [www.sikeston.org](http://www.sikeston.org).

SECTION III: This question shall be submitted to the qualified voters of the Sikeston Missouri for their consideration, as an advisory matter, at the general election called and to be held in the City on Tuesday, April 5, 2022. The ballot of submission shall contain substantially the following language:

Advisory Question: Shall the City Council of the City of Sikeston adopt the proposed Ordinance Number 6253, the full text of which is available in the City Clerk's Office and on the City's website ([www.sikeston.org](http://www.sikeston.org)), allowing, with certain restrictions, the discharge of fireworks within the city limits of the City of Sikeston?

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

SECTION V: Severability. Should any part or parts of this ordinance be found or held to be invalid by any court of competent jurisdiction, then the remaining part or parts shall be severable and shall continue in full force and effect.

SECTION VI: Record of Passage:

- A. Bill Number 6252 was introduced and read the first time this 29<sup>th</sup> day of November, 2021.
- B. Bill Number 6252 was read the second time and discussed on this 6<sup>th</sup> day of December, 2021. Following discussion, Councilman Baker moved to approve Bill Number 6252. The motion was seconded by Councilman Merideth, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye,  
Williams Aye, and Turnbow Aye, thereby being passed.

- C. Ordinance 6252 and shall be in full force and effect from and after January 5, 2022.

2<sup>nd</sup> Reading & Consideration, Bill #6254, Redistricting the Municipal Wards Based on 2020 Census Results

Councilman Merideth moved for the second reading of Bill Number 6254. The motion was seconded by Councilman Teachout and the following vote recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye,  
Williams Aye, and Turnbow Aye, thereby being passed.

City Clerk Rhonda Council presented the bill for reading.



Bill Number 6254

Ordinance Number 6254

AN ORDINANCE OF THE CITY OF SKESTON, MISSOURI DEFINING AND APPROVING THE RE-ESTABLISHMENT OF FOUR (4) WARDS WITHIN THE CITY OF SKESTON, PURSUANT TO THE CITY CHARTER, ADOPTED BY SKESTON'S VOTERS ON APRIL 2, 2002 AND REFLECTING THE 2020 U.S. CENSUS DATA.

BE IT ORDAINED BY THE City Council of the City of Skeston, Missouri, as follows:

WHEREAS, Article VI, Section 19 of the Constitution of the State of Missouri allows a city such as Skeston, to frame and adopt a charter for its own government, and

WHEREAS, the City Charter was passed and adopted April 2, 2002, and

WHEREAS, Article III, Section 3.2 of the City Charter requires the Council to define and approve the boundaries of four (4) wards of the City within six months of release of the decennial Census redistricting data, and

WHEREAS, redistricting of the wards must reflect population changes based upon the 2020 Census Data, which was released by the Census Bureau on September 16, 2021.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Skeston, Missouri, as follows:

SECTION I: This ordinance shall be codified in the Skeston Municipal Code.

SECTION II: Section 107.010 shall be repealed and amended to read as follows:

Section 107.010

Wards, Boundaries Defined.

The ward boundaries shall be defined by the map labeled "Exhibit A" to Ordinance Number 6254 as adopted. A copy of the map which sets out the ward boundaries can be found on file in the office of the City Clerk.

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

SECTION IV: Severability: Should any part or parts of this Ordinance be found or held to be invalid by any court of competent jurisdiction, the remaining part or parts shall be severable and shall continue in full force and effect.

SECTION V: Record of Passage.

- A. Bill Number 6254 was introduced and read the first time this 29<sup>th</sup> day of November, 2021.
- B. Bill Number 6254 was read the second time and discussed on this 6<sup>th</sup> day of December, 2021. Following discussion, Councilman Self moved to approve Bill Number 6254 and adopt Proposal #3. This proposal moves a few neighborhoods on the NW side of Main and Malone from Ward 1 to Ward 4. This results in the following new population counts: Ward 1 – 4,033; Ward 2 – 4,127; Ward 3 – 4,045; Ward 4 – 4,056. The new boundaries will not go into effect until after the April 5, 2022 general election. The motion was seconded by Councilman Baker, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye,  
Williams Aye, and Turnbow Aye, thereby being passed.

C. This Ordinance shall be in full force and effect from and after April 6, 2022.

2<sup>nd</sup> Reading & Consideration, Bill #6255, Request to Abandon Alley Located Between 623 & 657 N. Ranney

Councilman Baker moved for the second reading of Bill Number 6255. The motion was seconded by Councilman Teachout and the following vote recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye,  
Williams Aye, and Turnbow Aye, thereby being passed.

City Clerk Rhonda Council presented the bill for reading.

Bill Number 6255

Ordinance Number 6255

THIS BILL AS APPROVED SHALL BECOME ORDINANCE NUMBER 6255 PROVIDING FOR THE APPROVAL TO VACATE A 10' ALLEY LOCATED BETWEEN TRACT 1 AND TRACT 2 OF OUTBLOCK 28 IN THE CITY OF SIKESTON, SCOTT COUNTY, MISSOURI.

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

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

Section II: The Planning and Zoning Commission met on November 9, 2021 and voted to approve the request for the abandonment of 16' alley located between 623 & 657 N. Ranney in the City of Sikeston, Scott County, Missouri.

Tract 1: S 16 2/3' LOT 7 & ALL LOT 8 BLK 3 APPLGATE'S 2<sup>ND</sup> ADDN SIKESTON

Tract 2: LOT 9 BLK 3 APPLGATE'S 2<sup>ND</sup> ADDN SIKESTON

SECTION III: A plat of said real estate is marked as Exhibit "A" attached hereto and incorporated by reference.

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

SECTION V: Severability: Should any part or parts of this ordinance be found or held to be invalid by any court of competent jurisdiction, the remaining part or parts shall be severable and shall continue in full force and effect.

SECTION VI: Record of Passage

- A. Bill Number 6255 was introduced and read the first time this 29<sup>th</sup> day of November, 2021.
- B. Bill Number 6255 was read the second time and discussed on this 6<sup>th</sup> day of December, 2021. Following discussion, Councilman Merideth moved to approve Bill Number 6255. The

motion was seconded by Councilman Teachout, discussed and the following roll call vote was recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye, Williams Aye, and Turnbow Aye, thereby being passed.

C. Ordinance 6255 shall be in full force and effect from and after January 5, 2022.

Other Items

Finance Director Karen Bailey informed Council that the Tax Increment Finance (TIF) 5-year anniversary must be presented to Council before the end of the year. Plans will be made to have a meeting scheduled the week of December 27<sup>th</sup>.

**ADJOURNMENT**

There being no further business before the City Council, Councilman Self moved to adjourn. The motion was seconded by Councilwoman Williams and the following roll call vote was recorded:

Merideth Aye, Self Aye, Teachout Aye, Baker Aye, Williams Aye, and Turnbow Aye, thereby being passed.

APPROVED:

\_\_\_\_\_  
GREG TURNBOW, MAYOR

ATTEST:

\_\_\_\_\_  
RHONDA COUNCIL, CITY CLERK

SEAL:

**REGULAR CITY COUNCIL MEETING**  
**THURSDAY, JANUARY 27, 2022**

The regular Sikeston City Council meeting of January 27, 2022 was called to order at Noon at the City Hall, located at 105 East Center Street, Sikeston. Present at the meeting were: Mayor Greg Turnbow and Councilmembers Ryan Merideth, David Teachout, Vest Baker and Onethia Williams. Councilman Brian Self was absent. Staff in attendance were: City Manager Jonathan Douglass, City Clerk Rhonda Council, Finance Director Karen Bailey, HR Director Amanda Groves, Public Safety Director James McMillen, Public Works Director Jay Lancaster, Street Superintendent Brian Dial, Parks Director Dustin Care, Community Development Director Lorenzo Ware and DPS Captain Ryan Smith. City Counselor Tabatha Thurman was absent.

**ITEMS OF BUSINESS**

Update: Legion Park

Legion Park is in downtown Sikeston and hosts several large community events including the St. Patrick's Day Festival, St. Patrick's Day Cornhole Tournament, Farmer's Market, Christmas Tree Lighting, and the Family Fall Festival. The primary users of the park are the Sikeston Parks and Recreation Department and Historic Downtown Sikeston. There have been several discussions for the future development of Legion Park to increase activity and add additional amenities to serve those who utilize the park for events or for their own leisure.

*Downtown Restroom:* The Parks and Recreation Department has budgeted to construct a restroom facility downtown over the course of several years. The need for a public restroom downtown is critical due to the amount of people that utilize Legion Park; plus, the downtown businesses restrooms are intended for customers or private use. The location of where to construct the restroom has been a major discussion point and has delayed the construction process. The preferred option to build the restroom is across the street on the west side of Legion Park. There is already a lift station in place in the preferred location to accommodate building a restroom in that area.

*Farmer's Market:* Each year the downtown Farmer's Market occurs every Saturday from March – October. There are local vendors who set up tables and tents from 8am-12pm at Legion Park and sell goods; the Farmer's Market is overseen by Historic Downtown Sikeston. There have been discussions to construct a Farmer's Market pavilion in the parking lot area west of Legion Park behind the Depot. The expense to construct the pavilion would be funded by an outside donor.

*Playground Features for Legion Park:* The addition of the fountain in Legion Park has made a larger impact than anticipated on drawing the number of users to Legion Park during the summer months. The success of the fountain has resulted in a non-profit group, Levi's Children's Charity, to express interest in the installation of additional play features at Legion Park. There are some obstacles to installing new play features within the park due to the usable space, but the play features would address a need of having inclusive equipment for children of all ages and abilities.

Levi's Children's Charity has reached out to the Parks and Recreation Department, and as part of a potential partnership, the Parks and Recreation Department was asked to apply for the Land and Water Conservation Fund grant (LWCF). The grant is a 50/50 match grant meaning that Levi's Children's Charity would donate 50% of the grant donation and the other 50% of funding would be received through the grant funding. The deadline to apply for this grant is Wednesday, February 16, 2022, if we were to proceed with potentially obtaining funding for this project. Viney Mosley spoke on behalf of Levi's Children's Charity who indicated that it is too late to apply for

funding this year but suggested applying next year. This would give ample time to get the proper information needed for the grant application.

Councilman Teachout suggested blocking off New Madrid St. by Legion Park to give more room for future upgrades to the park.

Discussion: Use of American Rescue Plan Act (ARPA) Funds

The City of Sikeston will receive \$3,233,210.22 in American Rescue Plan Act (ARPA) funds. The first half of those funds was received in August 2021, and the second half will be received in August 2022. All of the funds must be obligated by the end of 2024 and spent by the end of 2026.

While there are many potential uses for the funds, staff recommends spending them on basic government services for which the City is responsible:

- **Police \$100,000**
  - Camera Replacements/Upgrades: \$100,000
- **Fire \$1,000,000**
  - Fire Apparatus Replacement: \$1,000,000 (Estimated \$750,000 for Pumper or \$1.2M for Ladder)
- **Streets and Stormwater \$1,250,000**
  - Anderson stormwater project: \$600,000
  - Leaf machine: \$300,000
  - Miscellaneous street and stormwater projects \$350,000
- **Parks \$800,000**
  - Rail Trail (downtown to Sunset): \$600,000
  - Misc. Playground Replacements: \$200,000
- **General Government: \$80,000**
  - Upgraded accessibility for website \$20,000
  - Council meeting broadcasting equipment \$20,000
  - Misc. scanning/digitizing projects \$40,000
- **TOTAL: \$3,230,000**

Councilman Merideth motioned to approve the recommended uses of the ARPA funds as presented in the amount of \$3,230,000. The motion was seconded by Councilman Baker, discussed and the following roll call vote was recorded:

Merideth Aye, Self Absent, Baker Aye, Teachout Aye,  
Williams Aye, and Turnbow Aye, thereby being passed.

Resolution 22-01-01, Community Development Block Grant (CDBG) Funding (walk-on)

RESOLUTION 22-01-01

A RESOLUTION OF THE CITY OF SIKESTON, MISSOURI, STATING INTENT TO SEEK FUNDING THROUGH THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND AUTHORIZING THE MAYOR TO PURSUE ACTIVITIES IN AN ATTEMPT TO SECURE FUNDING.

WHEREAS, Title I of the Housing and Community Development Act of 1974 does state as its primary objective "the development of viable urban communities, by providing decent housing and suitable living environment and expanding

economic opportunities principally for persons of low and moderate income”; and

WHEREAS, Title I does offer to communities the opportunity of monetary assistance in accomplishing its stated primary objectives; and

WHEREAS, The Missouri Department of Economic Development is designated to award Community Development Block Grant funding under Title I; and

WHEREAS, The city does have areas of need which may be addressed through the Community Development Block Grant Program.

NOW THEREFORE, BE IT RESOLVED by the City of Sikeston, Missouri that it desires to participate with the Missouri Department of Economic Development in the improvement of our community under the activities authorized pursuant to the Housing and Community Development Act of 1974.

THEREFORE, BE IT FURTHER RESOLVED, that the Mayor of Sikeston, Missouri hereby is authorized to submit documents which are necessary in applying for funding and establishing an administrative organization to implement activities pursuant to the aforementioned act.

THEREFORE, BE IT FURTHER RESOLVED, that the applicant will dedicate \$195,600.00 of local cash and funds and \$0 of in-kind labor to be used in this project.

Councilman Baker moved to approve Resolution 22-01-01 to seek funding through the Community Development Block Grant (CDBG) Program. The motion was seconded by Councilman Teachout, discussed the following roll call vote was recorded:

Merideth Aye, Self Absent, Baker Aye, Teachout Aye, Williams Aye, and Turnbow Aye, thereby being passed.

**ADJOURNMENT**

There being no further business before the City Council, Councilman Merideth moved to adjourn. The motion was seconded by Councilman Teachout and the following roll call vote was recorded:

Merideth Aye, Self Absent, Teachout Aye, Baker Aye, Williams Aye, and Turnbow Aye, thereby being passed.

APPROVED:

\_\_\_\_\_  
GREG TURNBOW, MAYOR

ATTEST:

\_\_\_\_\_  
RHONDA COUNCIL, CITY CLERK

SEAL:

**REGULAR CITY COUNCIL MEETING**  
**JANUARY 31, 2022**

The regular Sikeston City Council meeting of January 31, 2022 was called to order at 5:00 p.m. at City Hall located at 105 E. Center St., Sikeston, MO. Present at the meeting were: Mayor Greg Turnbow, Vest Baker, Ryan Merideth, David Teachout and Onethia Williams. Councilman Brian Self was absent. Staff in attendance were: City Manager Jonathan Douglass, City Counselor Tabatha Thurman, City Clerk Rhonda Council, Finance Director Karen Bailey, HR Director Amanda Groves, Public Works Director Jay Lancaster, Parks Director Dustin Care, Street Superintendent Brian Dial, Street Supervisor Darren Martin, Public Safety Director James McMillan, and Public Safety Captain Ryan Smith.

**ITEMS OF BUSINESS**

**1<sup>st</sup> & 2<sup>nd</sup> Reading, Emergency Bill #6257, Amending Municipal Code Chapter 716-Wastewater Pretreatment**

Councilman Merideth moved for the first reading of Bill Number 6257. The motion was seconded by Councilman Teachout and the following roll call vote was recorded:

Merideth Aye, Self Absent, Williams Aye, Baker Aye,  
Teachout Aye, and Turnbow Aye, thereby being passed.

Counselor Thurman presented the bill for reading. This bill as approved shall become emergency ordinance number 6257 and shall amend Chapter 716, Wastewater Pretreatment, of the City Code of the City of Sikeston, Missouri.

Councilman Teachout moved for the second reading of Bill Number 6257. The motion was seconded by Councilman Baker and the following vote recorded:

Merideth Aye, Self Absent, Williams Aye, Baker Aye,  
Teachout Aye, and Turnbow Aye, thereby being passed.

Counselor Thurman presented the bill for a second reading.

BILL Number 6257

ORDINANCE Number 6257

THIS BILL AS APPROVED SHALL BECOME EMERGENCY ORDINANCE NUMBER 6257 AND SHALL AMEND CHAPTER 716, WASTEWATER PRETREATMENT, OF THE CITY CODE OF THE CITY OF SIKESTON, MISSOURI.

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

**SECTION I:** This Ordinance shall be codified in Title VII, Chapter 716 of the Sikeston Municipal Code.

**SECTION II:** Section 716.080 (B) is amended to read as follows:

**Section 716.080. Local Limits.**

B. The following pollutant limits are established to protect against Pass Through and Interference. Based upon the following Maximum Allowable Industrial Load (MAIL) calculations no person

shall discharge wastewater to cause the combined treatment plant influent to contain in excess of the following daily maximums.

### North Plant

<b>Parameter</b>	<b>MAIL</b>
Ammonia	72 lbs
BOD <sub>5</sub>	9123 lbs
total suspended solids	8960 lbs

### South Plant

<b>Parameter</b>	<b>MAIL</b>
ammonia	313 lbs
arsenic	0.634 lbs
BOD <sub>5</sub>	6605 lbs
cadmium	0.025 lbs
chromium	10.495 lbs
copper	8.837 lbs
cyanide	1.154 lbs
lead	0.585 lbs
mercury	0.141 lbs
molybdenum	0.207 lbs
nickel	3.690 lbs
selenium	0.292 lbs
silver	1.705 lbs
total suspended solids	1749 lbs
zinc	2.628 lbs

The above limits apply at the point where the wastewater is discharged to the POTW. All concentrations for metallic substances are for total metal unless indicated otherwise. The Director may impose mass limitations or concentration-based limitations which when all of the SIU's are combined do not exceed the MAIL values above.

When distributed on a uniform concentration basis for the South Plant, the local limits will be set at the following daily maximum:

<b>Parameter</b>	<b>UNIFORM CONCENTRATION</b>
arsenic	0.124 mg/L
cadmium	0.005 mg/L
chromium	2.053 mg/L
copper	1.728 mg/L
cyanide	0.226 mg/L
lead	0.114 mg/L
mercury	0.028 mg/L
molybdenum	0.040 mg/L
nickel	0.722 mg/L
selenium	0.057 mg/L
silver	0.333 mg/L
zinc	0.514 mg/L



BOD5, ammonia, Oil & Grease, and TSS shall be as outlined in the Sanitary Sewer Ordinance.

SECTION III: Section 716.330 (C) is amended to read as follows:

**Section 716.330. Periodic Compliance Reports.**

C. The BMU may reduce the requirement for periodic compliance reports [see Section 716.330 A (40 CFR 403.12(e)(1))] to a requirement to report no less frequently than once a year, unless required more frequently in the Pretreatment Standard or by the [EPA/State], where the Industrial User's total categorical wastewater flow does not exceed any of the following:

1. One Hundred Thirty (130) gallons per day, as measured by a continuous effluent flow monitoring device unless the Industrial User discharges in batches
2. 1.079 pounds BOD
3. Lbs/day of any of the following pollutants (0.01% of the MAIL):

a. Arsenic	0.00006
b. Cadmium	0.0000025
c. Chromium	0.00105
d. Copper	0.00088
e. Cyanide	0.00012
f. Lead	0.00006
g. Mercury	0.00001
h. Molybdenum	0.00002
i. Nickel	0.00037
j. Selenium	0.00003
k. Silver	0.00017
l. Zinc	0.00026

Reduced reporting is not available to Industrial Users that have in the last two (2) years been in Significant Noncompliance, as defined in Article IX of this ordinance. In addition, reduced reporting is not available to an Industrial User with daily flow rates, production levels, or pollutant levels that vary so significantly that, in the opinion of the Director, decreasing the reporting requirement for this Industrial User would result in data that are not representative of conditions occurring during the reporting period.

SECTION IV: Section 716.430 (A)(1) and (A)(2) are amended to read as follows:

**Section 716.430. Certification Statements.**

1. Annual Certification for Non-Significant Categorical Industrial Users—A facility determined to be a Non-Significant Categorical Industrial User by the Director pursuant to Section 716.040 GG(3) and Section 716.210 C must annually submit the following certification statement signed in accordance with the signatory requirements in Section 716.040 C. This certification must accompany an alternative report required by the Director:

Based on my inquiry of the person or persons directly responsible for managing compliance with the categorical Pretreatment Standards under 40 CFR 403.12, I certify that, to the best of my knowledge and belief that during the period from \_\_\_\_\_, \_\_\_\_\_ to \_\_\_\_\_, \_\_\_\_\_ [months, days, year]:

(a) The facility described as \_\_\_\_\_ [facility name] met the definition of a Non-Significant Categorical Industrial User as described in Section 716.040 GG (3);

(b) The facility complied with all applicable Pretreatment Standards and requirements during this reporting period; and (c) the facility never discharged more than 100 gallons of total categorical wastewater on any given day during this reporting period.

This compliance certification is based on the following information.

\_\_\_\_\_

- 2. Certification of Pollutants Not Present. Users that have an approved monitoring waiver based on Section 716.330 B must certify on each report with the following statement that there has been no increase in the pollutant in its waste stream due to activities of the \_\_\_\_\_ User.

Based on my inquiry of the person or persons directly responsible for managing compliance with the Pretreatment Standard for 40 CFR 403.12, I certify that, to the best of my knowledge and belief, there has been no increase in the level of \_\_\_\_\_ [list pollutant(s)] in the wastewaters due to the activities at the facility since filing of the last periodic report under Section 716.330.A.

SECTION V: Section 716.530 (B) is amended to read as follows:

**Section 716.530. Administrative Fines.**

B. Unpaid charges, fines, and penalties shall, after [\_\_\_\_\_ (\_\_\_\_)] calendar days, be assessed an additional penalty of [\_\_\_\_\_ percent (\_\_\_\_%)] of the unpaid balance, and interest shall accrue thereafter at a rate of [\_\_\_\_\_ percent (\_\_\_\_%)] per month. A lien against the User’s property shall be sought for unpaid charges, fines, and penalties.

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

SECTION VII: Severability: Should any part or parts of this ordinance be found or held to be invalid by any court of competent jurisdiction, then the remaining part or parts shall be severable and shall continue in full force and effect.

Section VIII. Emergency Clause. This ordinance is adopted as an emergency measure in order to comply with state regulatory requirements in a timely manner.

SECTION IX: Record of Passage:

- A. Bill Number 6257 was introduced and read the first time this 31<sup>st</sup> day of January 2022.

- B. Bill Number 6257 was read the second time and discussed on this 31<sup>st</sup> day of January 2022. Following discussion, Councilman Baker moved to approve Bill Number 6257. The motion was seconded by Councilwoman Williams, discussed and the following roll call vote was recorded:

Merideth Aye, Self Absent, Williams Aye, Baker Aye,  
Teachout Aye, and Turnbow Aye, thereby being passed.

- C. Upon passage by a majority of the Council, this Bill shall become Ordinance No. 6257 and shall be in full force and effect.

#### Award North Industrial Park Farm Lease

The City of Sikeston owns approximately 239.15 acres of farmable ground in the North Industrial Park. As the BMU receives the farm rent from this lease, they manage the bidding of the lease, but the City Council must approve the lease as the property owner. The BMU recently advertised for bids on the farm lease and received the following bids:

- Austin Byrd: \$40,007.00/yr, or \$167.29/acre
- Mike McMillan \$45,500.00/yr, or \$190.26/acre
- Brian Ray: \$48,000/yr, or \$200.71/acre

Staff recommends awarding the bid and authorizing the Mayor to execute a 5-year lease with Brian Ray.

Councilman Merideth motioned to award the North Industrial Park Farm Lease to Brian Ray and authorized the Mayor to execute the 5-year lease. The motion was seconded by Councilman Teachout and the following vote recorded:

Merideth Aye, Self Absent, Williams Aye, Baker Aye,  
Teachout Aye, and Turnbow Aye, thereby being passed.

#### Appointment to Scott County Extension Council

The term of the City's current appointee, Ryan Moxley, expires on February 28, 2022 and he is not eligible for reappointment due to other obligations he has with the Scott County Extension Council. This term runs from March 1, 2022 through February 28, 2024 and the appointee must be a resident of Sikeston. Christina King, 907 Davis Blvd., was the only applicant in our Resource Bank.

Councilman Merideth motioned to appoint Christina King to the Scott County Extension Council for the term of March 1, 2022 through February 28, 2024. The motion was seconded by Councilwoman Williams and the following vote recorded:

Merideth Aye, Self Absent, Williams Aye, Baker Aye,  
Teachout Aye, and Turnbow Aye, thereby being passed.

#### Interim Appointment to Tourism Advisory Board

Staff received notification that Audrey Hileman is no longer on the Tourism Board, leaving a position needing to be filled. Ms. Hileman's term was set to expire September 2024. The following individuals have applications in our Resource Bank: Derek Hale, Jessica Merideth, Holly Greene, Michael Sadler, Sam Gleason, Lisa Russell, Shantone Howard, Hailey Driskill.

Councilman Merideth motioned to appoint Derek Hale to the Tourism Advisory Board for the interim term starting immediately and ending September 2024. The motion was seconded by Councilwoman Williams and the following vote recorded:

Merideth Aye, Self Absent, Williams Aye, Baker Aye,  
Teachout Aye, and Turnbow Aye, thereby being passed.

#### Approve Purchase of Used Department of Public Safety Vehicle

The Department of Public Safety is requesting approval to purchase one (1) used AWD Highway Patrol 2019 Dodge Charger at the price of \$21,000. This purchase will replace a 2015 Dodge Charger that was recently deemed irreparable due to damage. Funding will come from the insurance settlement from the damaged vehicle.

Councilman Baker moved to approve the purchase of one used AWD Highway Patrol 2019 Dodge Charger in the amount of \$21,000 using funds from insurance the insurance. The motion was seconded by Councilman Teachout and the following vote recorded:

Merideth Aye, Self Absent, Williams Aye, Baker Aye,  
Teachout Aye, and Turnbow Aye, thereby being passed.

#### Approve Purchase of Two Flatbed Trucks for Public Works Department

The Department of Public Works seeks to purchase two (2) 1 ton Chevy Silverado flatbed trucks with dump beds. One truck is for the Street Division and the other will go to the Parks Department. Don Brown Chevrolet of St. Louis holds the state contract. The total price for each vehicle with all attachments is \$50,065.00.

Councilman Teachout moved to approve the purchase of two (2) 1 ton Chevy Silverado flatbed trucks with dump beds in the amount of \$50,065.00 each. The motion was seconded by Councilman Merideth and the following vote recorded:

Merideth Aye, Self Absent, Williams Aye, Baker Aye,  
Teachout Aye, and Turnbow Aye, thereby being passed.

#### Authorization to Proceed with 2022 Street & Drainage Improvement Program

Public Works Department seeks authorization to proceed with the 2022 Street and Drainage Improvement Program utilizing Transportation Sales Tax funds in the amount of \$900,971.43. This will include the development of plans and specifications and bidding of projects and also the assignment of projects to Civil Engineering Consultants. There are also street projects under consideration and pending State approval, will utilize Community Development Block Grant funding.

Councilman Merideth motioned to authorize proceeding with the 2022 Street & Drainage Improvement Program utilizing Transportation Sales Tax funds in the amount of \$900,971.43, to include the development of plans and specifications, bidding of projects and also the assignment of projects to Civil Engineering Consultants. The motion was seconded by Councilwoman Williams and the following vote recorded:

Merideth Aye, Self Absent, Williams Aye, Baker Aye,  
Teachout Aye, and Turnbow Aye, thereby being passed.

Briefing: Online Reservations for Park Facilities

Parks & Recreation Department briefed Council on their new online reservation process to reserve all park facilities which will include the Clinton Building and park pavilions. Bookeo is the booking software and will allow users to view a master calendar of all available reservation dates and process payments at no additional charge to the user or the City. Bookeo subscription costs \$39.99 a month, there is no contract fee and it can be cancelled at any time. Citizens will still have the option to call and speak to someone about reserving a park facility and make in-person payments. This online reservation process will begin Tuesday, February 1, 2022.

Award Bid 22-25, Airport Fuel System

Staff opened bids for the Airport Fuel System on January 25, 2022. One bid was received from Mid-State Petroleum Equipment, Inc of Hallsville, MO. in the amount of \$802,02.20.

Waters Engineering has reviewed the bid and has recommended award. The bid of \$802, 402.20 is below the engineer's estimate. The overall project cost with design and construction engineering is projected at a total of \$892,961.57 with \$829,962 coming from Federal NPE Funds and a local match of \$61,000.

Councilman Baker motioned to award bid 22-25 to Mid-State Petroleum Equipment, Inc. in the amount of \$802,402.20, contingent upon Missouri Department of Transportation (MoDOT) concurrence in award. The motion was seconded by Councilman Merideth and the following vote recorded:

Merideth Aye, Self Absent, Williams Aye, Baker Aye,  
Teachout Aye, and Turnbow Aye, thereby being passed.

Approve Bid for Dancler Field Lighting

Parks Department received a quote was received from MUSCO out of Collierville, IL for the installation of ballfield lights at Dancler Field in the amount of \$195,000. This includes upgrading from wooden poles to steel poles, LED lights and a 25-year warranty on lights and equipment. Installation is also included in this price.

Councilwoman Williams motioned to approve the bid from MUSCO in the amount of \$195,000 for the installation of steel poles with LED lights at Dancler Field. The motion was seconded by Councilman Baker and the following vote recorded:

Merideth Aye, Self Absent, Williams Aye, Baker Aye,  
Teachout Aye, and Turnbow Aye, thereby being passed.

Authorize Staff to Convert Two (2) Tennis Courts to Six (6) Pickleball Courts at the Complex

The Sikeston Parks and Recreation Department applied for the Land and Water Conservation Fund grant in February 2021 for two newly constructed pickleball courts at the Recreation Complex. Pickleball is a sport that combines the elements of tennis, badminton, and ping pong and increasingly grown in national popularity over the course of the past decade. The cost of this grant funded project was \$150,000 and the City budgeted \$30,000 for our part of the match funding. One existing tennis court was converted into a pickleball court at the Recreation Complex to appease the pickleball players until we were notified if we were going to be awarded the grant for newly constructed courts.

The Sikeston Parks and Recreation Department was informed in October 2021 that we were not a recipient of grant funding; but the issue remains that there is a growing demand for outdoor pickleball courts. Estimates received for converting the current pickleball court and one tennis court into six permanent pickleball courts were \$25,000. This estimate included permanent nets and re-painting the court lines. The intent is to use the \$30,000 that was budgeted towards the grant match to fund this project.

Councilwoman Williams motioned for Parks Department to solicit bids to convert two tennis courts to six pickleball courts at the Complex. The motion was seconded by Councilman Baker and the following vote recorded:

Merideth Aye, Self Absent, Williams Aye, Baker Aye,  
Teachout Aye, and Turnbow Aye, thereby being passed.

### **ADJOURNMENT**

There being no further business before the City Council, Councilman Teachout moved to adjourn. The motion was seconded by Councilwoman Williams and the following roll call vote was recorded:

Merideth Aye, Self Absent, Williams Aye, Baker Aye,  
Teachout Aye, and Turnbow Aye, thereby being passed.

APPROVED:

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GREG TURNBOW, MAYOR

ATTEST:

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RHONDA COUNCIL, CITY CLERK

SEAL:

**Board of Adjustments**

**February 8, 2021**

**4:00 p.m.**

**Sikeston City Hall**

**C.D. Matthews**

**Members Present:** Galemore, Glidewell, Nace, Murphy, and Redd

**Members Absent:** Miller

**Staff Present:** Bruce Copeland, Code Enforcement  
Lorenzo Ware – Code Enforcement Director  
JaxonMarie Wright, Code Enforcement Secretary

**Guests:** Don Barnes

**Approval of Minutes:**

Minutes of November 9<sup>th</sup>, 2020 were presented for approval. A motion was made by Galemore to approve the minutes. Glidewell seconded the motion. Roll call vote was as follows:

Ayes: Galemore, Murphy, Nace, Glidewell, and Redd

Nays: None

Motion Passed: 5-0

**Item(s) of Business:**

**A request, from Don Barnes for a 1' flood plain variance for a shop to be located at 220 Broadway St. Sikeston, Missouri.**

After further discussion of the request, a motion was made by Galemore to approve the request from Don Barnes for a 1' flood plain variance for a shop to be located at 220 Broadway St. Sikeston, Missouri. Murphy seconded the motion. Roll call vote was as follows:

Ayes: Galemore, Murphy, Glidewell, Nace, and Redd

Nays: None

Motion Passed: 5-0

**Other Items**

Ware gave a report about the process being undertaken by Code Enforcement to adopt the 2012 International Zoning Code and the 2018 International Code Council. No further action was taken.

**Board of Adjustments**

**February 8, 2021**

**4:00 p.m.**

There being no further business items, a motion was made by Glidewell to adjourn and seconded by Murphy. The vote was unanimous. The meeting adjourned.

Respectfully submitted by:

\_\_\_\_\_  
JaxonMarie Wright, Community Development Secretary

Attested by:

\_\_\_\_\_  
William Nace, Chairman



**MINUTES OF THE  
HOUSING AUTHORITY OF THE  
CITY OF SIKESTON, MISSOURI**

**HELD ON THE 17<sup>th</sup> DAY OF MAY 2021**

On the 17th day of May 2021, at 12:00 Noon, the Board of Commissioners of the Housing Authority of the City of Sikeston, Missouri met in the monthly session at the Housing Authority Office Building in Sikeston, Missouri.

The Meeting was called to order and upon roll call, the following members of the Body were present:

Present: Chairman Tim Mitchell, Commissioners B. Robinson-Echols, and Harry Howard, Viola Blow

Absent: Christina King

Also Present: Executive Director Doug Friend and Council Liaison Onethia Williams

Being a quorum present, the following business was transacted:

The minutes of the April 12, 2021 meeting of the Board of Commissioners were presented for approval. On a motion from Commissioner Harry Howard seconded by Commissioner B. Robinson-Echols, the motion approved unanimously.

Motion duly made by Commissioner Viola Blow to pay the bills as presented March 2021 seconded by Commissioner Harry Howard. Motion carried unanimously.

Motion duly made by Commissioner Brenda Robinson Echols and seconded by Commissioner Harry Howard to pay Capital Fund requisition for April 2021.

Being no further business to come before the Body, Commissioner Harry Howard moved to adjourn, seconded by Brenda Robinson - Echols. Meeting adjourned.

  
Chairman

  
Doug Friend, Secretary

**MINUTES OF THE  
HOUSING AUTHORITY OF THE  
CITY OF SIKESTON, MISSOURI**

**HELD ON THE 14<sup>th</sup> DAY OF JUNE 2021**

On the 14th day of June 2021, at 12:00 Noon, the Board of Commissioners of the Housing Authority of the City of Sikeston, Missouri met in the monthly session at the Housing Authority Office Building in Sikeston, Missouri.

The Meeting was called to order and upon roll call, the following members of the Body were present:

Present: Commissioners B. Robinson-Echols, Co-chairman Harry Howard, Viola Blow, Christina King

Absent: Tim Mitchell

Also Present: Executive Director Doug Friend and Council Liaison Onethia Williams

Being a quorum present, the following business was transacted:

The minutes of the May 17th, 2021 meeting of the Board of Commissioners were presented for approval. On a motion from Commissioner B. Robinson-Echols, seconded by Viola Blow the motion approved unanimously.

Motion duly made by Commissioner Christina King to pay the bills as presented May 2021 seconded by Commissioner Brenda Robinson Echols. Motion carried unanimously.

Motion duly made by Commissioner Brenda Robinson Echols and seconded by Commissioner Viola Blow to pay Capital Fund requisition for May 2021, for a total of \$1429.70. Motion carried unanimously.

Award of Bid of Bathroom renovation to CE Norton Construction and Plumbing, Inc. for \$665,547.00 on a motion by Brenda Robinson Echols and seconded by Christina King. Motion carried unanimously.

Being no further business to come before the Body, Commissioner Christina King moved to adjourn, seconded by Brenda Robinson - Echols. Meeting adjourned.

  
\_\_\_\_\_  
Chairman

  
\_\_\_\_\_  
Doug Friend, Secretary

**MINUTES OF THE  
HOUSING AUTHORITY OF THE  
CITY OF SIKESTON, MISSOURI**

**HELD ON THE 19th DAY OF JULY 2021**

On the 19th day of July 2021, at 12:00 Noon, the Board of Commissioners of the Housing Authority of the City of Sikeston, Missouri met in the monthly session at the Housing Authority Office Building in Sikeston, Missouri.

The Meeting was called to order and upon roll call, the following members of the Body were present:

Present: Chairman Tim Mitchell, Commissioners B. Robinson-Echols, Co-chairman Harry Howard, Viola Blow, Christina King

Absent: Onethia Williams

Also Present: Executive Director Doug Friend

Being a quorum present, the following business was transacted:

The minutes of the June 14th, 2021 meeting of the Board of Commissioners were presented for approval. On a motion from Commissioner B. Robinson-Echols, seconded by Viola Blow the motion approved unanimously.

Motion duly made by Commissioner Christina King to pay the bills as presented June 2021 seconded by Commissioner Brenda Robinson Echols. Motion carried unanimously.


Motion duly made by Commissioner Harry Howard and seconded by Commissioner Brenda Robinson Echols to pay Capital Fund requisition for June 2021. Motion carried unanimously.

Motion duly made by Commissioner Harry Howard to approve Resolution 725 for Extension of the SHA Designated Housing Plan, seconded by Brenda Robinson Echols. Motion carried unanimously.

Motion duly made by Commissioner Viola Blow to approve Resolution 726 CHAIR report Corrective Action Plan, seconded by Christina King. Motion carried unanimously.

Motion duly made by Commissioner Brenda Robinson Echols to approve Resolution 727 approving the updated Administrative Plan for the SHA effective August 1, 2021, seconded by Christina King. Motion carried unanimously.

Being no further business to come before the Body, Commissioner Christina King moved to adjourn, seconded by Brenda Robinson - Echols. Meeting adjourned.

  
\_\_\_\_\_  
Chairman

  
\_\_\_\_\_  
Doug Friend, Secretary

**MINUTES OF THE  
HOUSING AUTHORITY OF THE  
CITY OF SIKESTON, MISSOURI**

**HELD ON THE 12<sup>th</sup> DAY OF OCTOBER 2021**

On the 12th day of June 2021, at 12:00 Noon, the Board of Commissioners of the Housing Authority of the City of Sikeston, Missouri met in the monthly session at the Housing Authority Office Building in Sikeston, Missouri.

The Meeting was called to order and upon roll call, the following members of the Body were present:

Present: Commissioners B. Robinson-Echols, Chairman Tim Mitchell, Christina King

Absent: Viola Blow and Harry Howard

Also Present: Executive Director Doug Friend

Being a quorum present, the following business was transacted:

The minutes of the regular July 19 meeting and August 30 Special meeting, of the Board of Commissioners were presented for approval. On a motion from Commissioner B. Robinson-Echols, seconded by Christina King the motions approved unanimously.

Motion duly made by Commissioner Christina King to pay the bills as presented for September 2021 seconded by Commissioner Brenda Robinson Echols. Motion carried unanimously.

Motion duly made by Commissioner Brenda Robinson Echols and seconded by Commissioner Christina King to pay Capital Fund requisition for August and September 2021. Motion carried unanimously.

Motion duly made by Brenda Robinson Echols and seconded by Christina King to approve Resolution 730, establishing Fair Mkt Rates at 110% for the HCV program effective 1/1/2022. Motion carried unanimously.

Motion duly made by Christina King for renewal of PHA plan, seconded by Brenda Robinson Echols, motion carried unanimously.

Being no further business to come before the Body, Commissioner Christina King moved to adjourn, seconded by Brenda Robinson - Echols. Meeting adjourned.

  
\_\_\_\_\_  
Chairman

  
\_\_\_\_\_  
Doug Friend, Secretary

**LAND CLEARANCE FOR REDEVELOPMENT AUTHORITY  
CITY OF SIKESTON  
MEETING**

Monday, November 18, 2021  
11:30 a.m.

Council Chambers  
105 E. Center Street  
Sikeston, MO 63801

**MEETING MINUTES**

**I. MEETING CALLED TO ORDER**

Dan Marshall called the meeting to order at 11:45 am

**II. ROLL CALL**

Members Attending: Clayton Driskill, Carrie Lape, and Dan Marshall

Members Absent: Michael Harris, John Leible

Council Liaison: None (Vest Baker Absent)

Staff Attending: Lorenzo Ware, Amy Gosnell, and Victoria Williams

Guest Attending: John Rhoden

**III. APPROVAL OF MINUTES**

Lape made a motion to approve the minutes from the meeting of October 18, 2021.  
Driskill seconded the motion. Motion carried unanimously.

**IV. BILLS AND COMMUNICATIONS**

Driskill made the motion to approve the bills as follows:

A. David Crader Law Firm	- \$ 2,316.00
B. David Crader Law Firm (Frank Mullenix)	- \$ 3,983.40
C. SEMO Title Company (3 Tile Reports)	- \$ 735.00
D. Mark Hensley, Collector	- \$ 72.06
E. Dexter Bar-B-Que	- \$ 173.76

Lape seconded the motion. Motion carried unanimously.

**V. LCRA BUSINESS:**

**A. Report from Crader Law Firm**

Sale Needing Approval

849 Ruth- We have received an offer from Jeanette Ellis for \$1,000.00.

Lape made a motion to approve the offer from Jeanette Ellis for \$1,000.00.  
Driskill seconded the motion. Motion carried unanimously.

211 N Handy – We have received an offer from Albert Dockins III for \$1,000.00

Driskill made a motion to approve the offer from Albert Dockins III for \$1,000.00  
Lape seconded the motion. Motion carried unanimously.

236 N Handy – We have received an offer from Albert Dockins III for \$500.00.

Driskill made a motion to approve the offer from Albert Dockins III for \$500.00.  
Lape seconded the motion. Motion carried unanimously.

303 Matthews - We have received an offer from King Investment Properties for \$500.00.

Lape made a motion to approve the offer from King Investment Properties for \$500.00. Driskill seconded the motion. Motion carried unanimously.

127 N Handy - We have received an offer from King Investment Properties for \$500.00.

Lape made a motion to approve the offer from King Investment Properties for \$500.00. Driskill seconded the motion. Motion carried unanimously.

401 Jackson – We have received an offer from Prince Tarver for \$500.00.

Lape made a motion to approve the offer from Prince Tarver for \$500.00. Driskill seconded the motion. Motion carried unanimously.

**B. Report from Lorenzo Ware**

Ware suggested the LCRA members tour tiny homes and partner with the developers to setup on a LCRA lot for viewing. Marshall stated that this could be discussed further after the adoption of the 2018 international codes.

C. Other Items of Business:

Bids were opened for the demolition of 403 Prosperity. Results are as follows:

Ferrell Enterprises - \$17,000

Rhoden & Turner Excavation - \$6,995

Lape made a motion to approve the demo bids from Rhoden & Turner Excavation.

Driskill seconded the motion. Motion carried unanimously.

**VI. ADJOURNMENT**

The next LCRA meeting will be on Tuesday, January 18, 2022 at 11:30 am in the Council Chambers. There being no further business to come before the Committee, a motion was made to adjourn. The motion was seconded and carried unanimously. The meeting was adjourned at 12:12 pm.

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Amy Gosnell  
Code Enforcement Operations Specialist

---

Dan Marshall  
LCRA Chairman

**Sikeston Public Library  
Board of Trustees Meeting  
Monday, December 6, 2021  
4:30pm**

The Board of Trustees of Sikeston Public Library met at 4:30 p.m. on Monday, December 6, 2021, in the McAmis Community Room of the Sikeston Public Library. Present were board members Libby Caskey, Greg Colwick, Colleen Flaker, Carolyn Harris, Melissa Kelley, Jay Leible, and Laura Tongate; and Ron Eifert, Director. Trevor Miller and Connie Thompson were absent.

The meeting was called to order at 4:30 p.m. by president Greg Colwick.

**MINUTES**

Mrs. Tongate made the motion to approve the minutes of the November 1, 2021 meeting. Mrs. Flaker seconded the motion, which passed unanimously.

Mrs. Caskey made the motion to approve the minutes of the email vote of November 3, 2021. Mrs. Kelley seconded the motion, which passed unanimously.

**PETTY CASH**

Mrs. Harris made a motion to accept the Petty Cash Report for November 2021. Mrs. Flaker seconded and the motion carried.

**BILLS**

Mrs. Tongate made a motion to accept the bills for November 2021 as presented. Mrs. Flaker seconded and the motion carried.

**CITY FINANCIAL STATEMENT**

The city financial statement for October 2021 was reviewed and discussed.

**COMMITTEES**

**FINANCE**— Mr. Eifert reported on comments received via Facebook message after the announcement of Harryette Campbell's gift to the library. The State Library and the attorney for the Missouri Public Library Directors group suggested that donated funds be kept separate from other library funds, and a donations and endowments policy be enacted to outline how donations are handled. Mr. Eifert will draft a policy to present for board approval.

**PERSONNEL**— no report

**OPERATIONS**—The carpet tiles for the McAmis Room have arrived, and delivery of the stone tiles is expected in early January. Replacement windows for the room have been ordered.



### **LIBRARIAN'S REPORT**

- The new book return, purchased by a donation from Diane Green, arrived on December 1.
- The board set holiday operating hours. The library will be closed December 24-26, and December 31-January 2. Mr. Eifert requested permission to close the library for the staff luncheon at some point before Christmas, which the board approved.
- Board meeting dates were set for the next six months. All meetings will be held at 4:30 p.m. on the first Monday of the month, except for January 10 (second Monday of January) and May 9 (second Monday of May).
- Mr. Eifert read thank you notes from employee Jane Yates and retiree Martha Standridge for flowers sent on the death of her mother-in-law and husband, respectively.

### **ADJOURNMENT**

Mrs. Caskey moved to adjourn the meeting. Mrs. Flaker seconded, and the meeting adjourned at 4:55 p.m.

**Planning and Zoning Minutes**

**November 9, 2021**

**Sikeston City Hall**

**4:00 p.m. - Meeting**

**Roll Call:**

**Members Present:** Barnes, Hancock, Jones, Miller, Ozment, Thornton

**Absent Members:** Baker, Marshall, Murphy, Self, Teachout,

**Other Staff Members Present:** Amy Gosnell – Code Enforcement Operations Specialist  
Lorenzo Ware – Community Development Director  
Victoria Williams

**Guests:** Tom Williams, David Crader

**APPROVAL OF MINUTES:**

Minutes of the **October 12, 2021** meeting were presented for approval. A motion was made by Jones to approve the minutes. Thornton seconded the motion. Roll call vote was as follows:

Ayes: Barnes, Hancock, Jones, Miller, Ozment, Thornton

Nays: None

Motion Passed 6 - 0

**ITEMS OF BUSINESS:**

**A request from Anderson Recovery, LLC, for a conditional use variance at 702 E Kathleen to be used as a duplex in an R-2 (Single Family Residential) zone.**

The request to approve for conditional use variance was presented to the board members and discussed. After discussion, a motion was made by Jones to approve as presented. Miller seconded the motion. Roll Call vote was as follows:

Ayes: Hancock, Jones, Miller, Ozment, Thornton, Barnes

Nays: 0

Motion Passed: 6 – 0

**A request from Tom Williams, on behalf of Rebecca Whiffen, for the abandonment of 16' alley located between 623 & 657 N. Ranney in the City of Sikeston, Scott County, Missouri.**

The request to approve for the abandonment of 16' alley variance was presented to the board members and discussed. After discussion, a motion was made by Jones to approve as presented. Thornton seconded the motion. Roll Call vote was as follows:

Ayes: Jones, Miller, Ozment, Thornton, Barnes, Hancock

**Planning and Zoning Minutes**

**November 9, 2021**

**Sikeston City Hall**

**4:00 p.m. - Meeting**

Nays: 0

Motion Passed: 6 – 0

**Adjournment:** There being no further business, a motion was made by Thornton to close the public hearing and adjourn. The motion was seconded by Jones. The motion was carried by unanimous vote. The meeting adjourned.

Respectfully submitted by:

Attested by:

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Amy Gosnell  
Code Enforcement Operations Specialist

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Gary Ozment  
Chairman



## TOURISM ADVISORY BOARD MINUTES Tuesday, November 30, 2021

The Tourism Advisory Board met Tuesday, November 30, at 8am. Attending: Onethia Williams, Susanne Chitwood, Shelly McTigue, Mandy Leible, and Ryan Merideth. Ex-Officio Members; Jonathan Douglass, Jason Davis, Dustin Care. Staff; Kathy Medley, Mike Marshall, Marcie Lawson.

### MINUTES:

Susanne Chitwood made the motion to approve the September 28, 2021, minutes. The motion was seconded by Shelly McTigue. All were in favor, none opposed, and the motion was approved.

### FINANCIAL REPORT:

The Sikeston CVB Profit & Loss statement for January-November 22, 2021, shows the net income of \$58,165.57, and the Balance Sheet shows total liabilities and equity at \$203,360.47. Ryan Merideth made a motion to approve the financial report. The motion was seconded by Susanne Chitwood. All were in favor, none opposed, and the motion was approved.

### OPERATIONS REPORT:

Kathy Medley gave the operations report. The city's lodging tax collected as of August 31, 2021, was \$134,233.80. The CVB hosted a Community Organizations meeting on November 25. The turnout and participation were very good. There was good collaboration and shared resources between groups and events. Information from this meeting will be used to finalize the 2022 calendar of events schedule and postcard.

The Missouri Division of Tourism fall vacation guide has resulted in 317 leads to date. The CVB is following up with visitor information. The CVB received a free advertorial from State Point Media following the Governor's Conference on Tourism. This resulted in good coverage in the St. Louis and Kansas City markets. The CVB is coordinating the Christmas Church Tour of Sikeston and Scott County. Susanne Chitwood made a motion to approve the operations report. The motion was seconded by Ryan Merideth. All were in favor, none opposed, and the motion passed.

### OLD BUSINESS

Ryan Merideth made a motion to move \$75,000 from the CVB checking account to a 6month CD at Frist State Bank & Trust. The motion was seconded by Susanne Chitwood. All were in favor, none opposed, and the motion passed. The board viewed the new Sikeston in any Season – Summer video and the new billboard design in Cairo, IL. The billboard cost will be shared with the SAEDC.

### NEW BUSINESS:

The board reviewed a draft of the 2022 budget. The final budget will be approved at the January meeting.

Ryan Merideth made a motion to appoint Onethia Williams the 2022 chairman and Shelly McTigue the 2022 Co-chair. The motion was seconded by Susanne Chitwood. All were in favor, none opposed, and the motion passed.

Jonathan Douglass shared details of the Mayors Holiday Spirit award. The city will share details with the public, and the Tourism Advisory Board will choose the winner.

There being no further business, the meeting adjourned. The next meeting is January 25.

Approved and accepted this date:

\_\_\_\_\_  
Onethia Williams, Chairman

\_\_\_\_\_  
Jan 25, 2022

# **Council Letter**

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Date of Meeting: 22-02-28

Originating Department: Finance Department

To the Mayor and City Council:

Subject: 60/61 RPA 1 TIF, Surplus Funds

Attachment(s):

1. None.

Action Options:

1. Declare the remaining funds collected for the 60/61 RPA1 as surplus
2. Other action Council may deem appropriate

Background:

On October 15, 2012, the City entered into an agreement with Six Thirty Two LLC for the development of Lot One of Hospitality Subdivision and has adopted tax increment financing (TIF). The City agreed to reimburse Six Thirty Two LLC for verified Reimbursable Project Costs, up to a maximum of \$431,262.00. The City used TIF revenue, which is incremental real property taxes and economic activity taxes described in Sections 99.845.1(2)(a) and 99.845.3 of the Revised Statutes of Missouri, to reimburse these project costs. Six Thirty Two LLC submitted a Certificate of Reimbursable Costs for \$421,463.00. The City has paid the Reimbursable Project Costs in full.

Staff is requesting Council declare remaining (surplus) funds received from EATS and PILOT monies as surplus. PILOT funds for the Colton's property will be returned to New Madrid County and EATS funds will be returned on a pro rata basis to the City of Sikeston, New Madrid County and the New Madrid County Ambulance District..

The agreement with Select Sikeston Hospitality, LLC for the development of RPA 2 of the 60/61 TIF remains in effect.

## Council Letter

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Date of Meeting: 22-02-28

Originating Department: Finance Department

To the Mayor and City Council:

Subject: FY2021 Audit

Attachment(s):

1. Hard copies of the FY2021 Audit will be available to the council at the meeting.
2. Electronic copies of the audit are currently available at <http://www.sikeston.org>.

Action Options:

1. Receive the FY2021 Financial Audit
2. Other action Council may deem appropriate

Background:

Every year, the city undergoes an independent audit of its financial statements by a certified public accountant. The audit of the Fiscal Year 2021 financials has been completed by our auditing firm (Beussink, Hey, Roe & Stroeder, L.L.C.) and is available for review by the City Council and the public. Hard copies of the audit will be available to the Council at the February 28 meeting and it is also posted at [http://www.sikeston.org/financial\\_and\\_annual\\_reports/index.php](http://www.sikeston.org/financial_and_annual_reports/index.php) for free 24/7 access by the public.

Some highlights of the financial statements and auditor's report include the following:

- In the auditor's opinion, the City's financial statements "present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Sikeston, Missouri as of June 30, 2021, and the respective changes in modified cash basis financial position for the year then ended in accordance with the modified cash basis of accounting described in Note 1." (see p. 2).
- The audit "did not identify any deficiencies in internal controls that we consider to be material weaknesses" (p. 4-5), but did identify the following deficiencies (p. 44)
  - Lack of control over payroll information allowed three payroll checks to be incorrect.
  - Expenditures for the Main and Malone TIF District exceeded budgetary limits. Every year the City Council approves a budget amendment near the end of the fiscal year to account for unbudgeted expenditures that were approved throughout the year. A payment made in May 2021 was not considered in the calculation of the year end balance and total expenditures exceeded the budgetary limits.
- Total revenues exceeded budget by approximately \$2,204,000, ((p. 10)
- Net position increased by \$2,130,000 compared to \$970,000 increase the previous fiscal year. (p. 6)

- Long term debt was decreased by \$298,233. (p. 26)

City staff is happy to answer any questions the Council may have regarding the audit, and if needed, we can schedule a time for the auditor to appear before the Council to answer any questions.

**CITY OF SIKESTON  
SIKESTON, MISSOURI  
MANAGEMENT'S DISCUSSION AND ANALYSIS**

As financial management of the City of Sikeston's government, we offer readers of this financial statement an overview and analysis of the financial activities of the City of Sikeston. This narrative is designed to assist the reader in focusing on significant financial issues, identify changes in the government's financial position, identify any material deviations from the approved budget documents, and identify individual fund issues or concerns.

The Management's Discussion and Analysis (MD&A) is designed to focus on the current year's activities, resulting changes and currently known facts. It should be read in conjunction with the financial statements that begin with Statement 1.

**FINANCIAL HIGHLIGHTS**

- Assets and deferred outflows of resources of the City of Sikeston exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$33.8 million (net assets). Of this amount, \$8.9 million (unrestricted net assets) may be used to meet the government's ongoing obligation to citizens and creditors.
- As of the close of the current fiscal year, the City of Sikeston reported combined ending fund balances of \$10.94 million, an increase of \$2.28 million in comparison with the prior year. Approximately 47.6% of this total amount, \$5.2 million, is available for spending at the City of Sikeston's discretion (unassigned fund balance).
- At June 30, 2021, unassigned fund balance for the general fund was \$5.2 million, or 49.80% of total 2021 general fund expenditures. Unassigned fund balance for the general fund was 52.48% of total general fund revenues for the fiscal year ended June 30, 2021.

**OVERVIEW OF THE FINANCIAL STATEMENTS**

*Management's Discussion and Analysis* introduces the City's basic financial statements. The basic financial statements include: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. The City also includes in this report additional information to supplement the basic financial statements.



## **Government-Wide Financial Statements**

The government-wide financial statements (see Statement 1 and 2) are designed to be similar to private-sector business in that all governmental activities are consolidated into columns which add to a total for the primary government. These statements combine governmental fund's current financial resources with capital assets and long-term obligations.

The Statement of Net Position – Modified Cash Basis (Statement 1) presents information on all the government's assets, and liabilities, with the difference reported as net position. Over time, changes in net position may serve as a useful indicator of whether the financial position of the City of Sikeston is improving or deteriorating.

The Statement of Activities – Modified Cash Basis (Statement 2) presents information showing how the government's net position changed during the most recent fiscal year. The focus of the Statement of Activities is on both the gross and net cost of various activities which are provided by the government's general tax and other revenues. This is intended to summarize information and simplify the user's analysis of the cost of various governmental services.

In the government-wide Statement of Net Position and Statement of Activities, both governmental and business-type activities are presented using a modified cash basis of accounting. The basis recognizes assets, liabilities, net position/fund equity, revenues, and expenditures when they result from cash transactions with a provision for depreciation in the government-wide statement and the proprietary fund statements. This basis is a comprehensive basis of accounting other than principles generally accepted in the United States of America.

As a result of the use of this modified cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities) are not recorded in these financial statements.

The governmental activities reflect the City of Sikeston's basic services including public safety (fire, law enforcement, communications), general administrative services, (executive, legislative, judicial), public works (street and road maintenance), library services, park services and airport services. These services are financed primarily with taxes.

## **Fund Financial Statements**

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Traditional users of governmental financial statements will find the fund financial statements presentation more familiar. The focus is now on major funds, rather than generic fund types.

**Governmental Funds** are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. The Governmental Major Funds (See Statements 3 and 4) presentation is presented on a sources and uses of liquid resources basis. This is the manner in which the financial plan is typically developed excluding certain timing differences between the budget basis and the modified cash basis. Unlike the government-wide financial statements, governmental fund financial statements focus on near-term outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's current financing requirements. The City of Sikeston has presented the general fund, sales tax trust fund, transportation sales tax fund, and capital improvement sales tax fund as major funds. All nonmajor governmental funds are presented in one column, titled Nonmajor Governmental Funds. Combining financial statements of the nonmajor funds can be found in the Combining and Individual Fund Statements and Schedules that follow the basic financial statements.

**Internal Services Funds** report activities that provide supplies and services for the City's other programs and activities. The city uses an internal service fund to account for employee health insurance. Because these services benefit governmental rather than business-type functions, they have been included within governmental activities in the government-wide financial statements.

### **Infrastructure Assets**

General capital assets including land, improvements to land, easements, buildings, equipment, infrastructure, and all other tangible assets that are used in operations and that have initial lives greater than one year and exceed the government's capitalization threshold have been capitalized (see Note 1.D). The City of Sikeston has capitalized all purchased general capital assets. Infrastructure assets have not been capitalized in this financial presentation for years prior to July 1, 2003. Donated governmental activities infrastructure accepted into the City of Sikeston maintenance during fiscal year 2004 and after have been capitalized.

### **Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements are a required part of the basic financial statements and can be found in this report.

### **Other Information**

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information. The combining statements referred to earlier in connection with the nonmajor governmental funds are included in Statement 1 and Statement 2 of the report.

## Government-Wide Financial Analysis

The following table reflects the condensed Statement of Net Position for 2021 and 2020:

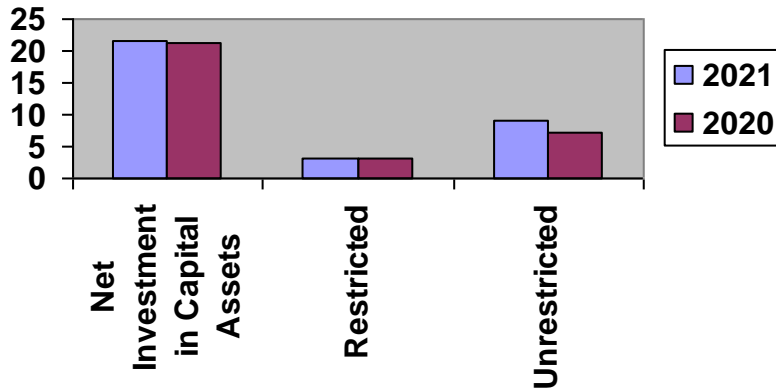
CITY OF SIKESTON  
STATEMENT OF NET POSITION  
June 30, 2021 and 2020  
(in millions)

	<u>2021</u>	<u>2020</u>
Assets:		
Current Assets	\$ 12.40	\$ 10.60
Capital Assets	<u>25.88</u>	<u>25.87</u>
Total Assets	<u>\$ 38.28</u>	<u>\$ 36.47</u>
Liabilities:		
Current Liabilities	\$ .66	\$ .58
Long-Term Liabilities	<u>3.80</u>	<u>4.20</u>
Total Liabilities	<u>\$ 4.46</u>	<u>\$ 4.78</u>
Net Position:		
Net Investment in Capital Assets	\$ 21.67	\$ 21.37
Restricted	3.21	3.00
Unrestricted	<u>8.94</u>	<u>7.32</u>
Total Net Position	<u>\$ 33.82</u>	<u>\$ 31.69</u>

For more detailed information see Statement 1, the Statement of Net Position – Modified Cash Basis.

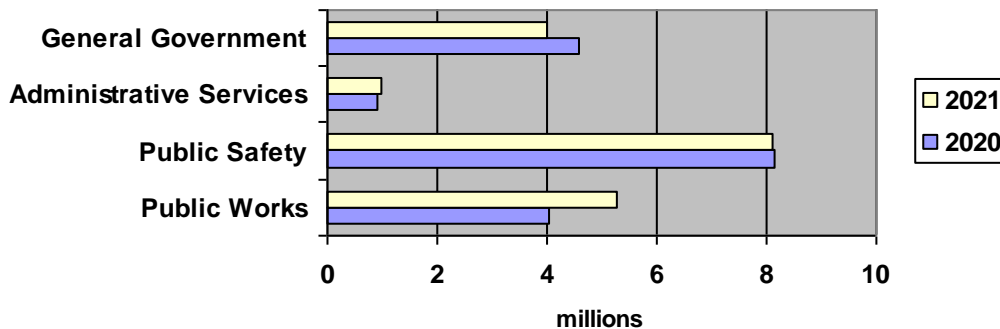
## 2021 and 2020

### Net Position



Approximately 64.08% and 67.44% of the City’s net position as of June 30, 2021 and 2020, respectively, reflects the government’s investment in capital assets (land, buildings, equipment and infrastructure) less any related outstanding debt used to acquire those assets, which are still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Another 9.48% for 2021 and 9.47% for 2020 of the City’s net assets are subject to external restrictions on how they may be used such as sales tax approved by the electorate for specific purposes. The remaining 26.44% for 2021 and 23.09% for 2020 of net position, referred to as unrestricted, may be used to meet the ongoing obligations of the government to citizens and creditors.

### Governmental Functional Expenses



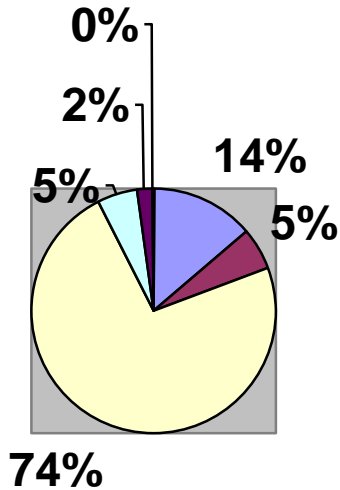
The table below provides a summary of the changes in net position for the year ended June 30, 2021 and 2020. The information for the year ended June 30, 2021 is presented under the modified cash basis while the information for the year ended June 30, 2020 is presented using the accrual basis of accounting.

**CITY OF SIKESTON**  
**CONDENSED STATEMENT OF CHANGES IN NET POSITION**  
For the Year Ended June 30, 2021 and 2020  
(in millions)

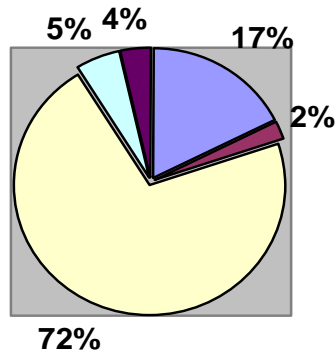
	<u><b>2021</b></u>	<u><b>2020</b></u>
Revenues:		
Program Revenue:		
Charges for Services	\$ 2.81	\$ 3.24
Grants and Contributions	1.12	.41
General Revenue:		
Taxes	15.06	13.32
Intergovernmental	1.06	.99
Miscellaneous Revenues	.40	.66
Capital Contributions	<u>.07</u>	<u>-</u>
Total Revenues	<u>\$ 20.52</u>	<u>\$ 18.62</u>
Expenses:		
General Government	\$ 4.00	\$ 4.57
Administrative Services	.98	.90
Public Safety	8.12	8.15
Public Works	<u>5.29</u>	<u>4.03</u>
Total Expenses	<u>\$ 18.39</u>	<u>\$ 17.65</u>
(Decrease)Increase in Net Position	\$ 2.13	\$ .97
Net Position - July 1	34.29	33.32
PRIOR PERIOD ADJUSTMENT	<u>(2.60)</u>	<u>-</u>
Net Position - June 30	<u>\$ 33.82</u>	<u>\$ 34.29</u>

The City's net position increased \$2.13 million during the current fiscal year compared to a \$97 thousand increase during the prior year.

## Revenues by Source - Governmental Activities 2021



## Revenues by Source - Governmental Activities 2020



## **Financial Analysis of the Government's Funds**

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental Funds:** The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the primary government's governmental funds reported combined ending fund balances of \$10.94 million, an increase of \$2.27 million in comparison with the prior year. Approximately 47.6% of this total amount (\$5.2 million) constitutes unassigned fund balance, which is available for spending at the government's discretion. The remainder of fund balance is nonspendable, restricted, committed, or assigned to indicate that it is not available for new spending because it has already been committed and/or is a restricted revenue required to be used for a specific purpose.

The general fund is the chief operating fund of the City of Sikeston. At the end of the current fiscal year, unassigned fund balance of the general fund was \$5.2 million, while total fund balance reached \$5.21 million. Compared with total fund balance of \$3.32 million at the end of 2020, fund balance increased approximately \$1.89 million during 2021.

### **General Fund Budgetary Highlights**

The original adopted appropriations for the general fund budget for fiscal year 2021 was approximately \$10.6 million. There were budget amendments that increased the appropriations budgeted to \$11.42 million. This was an increase of approximately \$823 thousand over the previous year's budget.

Material differences between the actual results and budgeted amounts in the general fund are as follows:

- Total revenues exceeded budget by approximately \$1.56 million.
- Total expenditures were under appropriations by approximately \$964 thousand, mainly due to public safety police being under budget by approximately \$502 thousand.

## Capital Asset and Debt Administration

**Capital Assets:** The City’s investment in capital assets for its governmental activities as of June 30, 2021 amounts to \$25.88 million (net of accumulated depreciation). This investment in capital assets includes land, buildings, infrastructure, and equipment. The total increase in the City’s investment in capital assets for the current fiscal year was \$5 thousand (net of accumulated depreciation).

Major capital asset events during the current fiscal year included the following:

- Purchase of Land for Ingram Road Overpass of \$763 thousand
- Construction of Rail to Trail Walking Trail extension of \$143 thousand

CITY OF SIKESTON Capital Assets (Net of Depreciation) June 30, 2021 and 2020 (in millions)		
	<u>2021</u>	<u>2020</u>
Land	\$ 7.33	\$ 6.56
Buildings	10.65	12.43
Equipment	2.56	1.57
Infrastructure	<u>5.34</u>	<u>5.31</u>
Total Assets	<u>\$ 25.88</u>	<u>\$ 25.87</u>

Additional information on the City’s capital assets can be found in Note 4.

**Long-Term Debt:** On September 1, 2004, the City entered into an agreement with Sikeston Acquisitions, Inc. for the redevelopment of the North Main Street and Malone Avenue Redevelopment Area. On January 7, 2005, \$925,000 of tax increment financing notes were issued to Sikeston Acquisitions, Inc. On November 8, 2005, an additional \$689,000 of tax increment financing notes were issued. These notes were all reissued on May 11, 2006. As of June 30, 2021, there are \$325 thousand in tax increment financing notes outstanding. All notes are secured solely by specified revenue sources from certain payments in lieu of taxes and economic activity taxes generated in the redevelopment area. The obligations of the City with respect to this note terminate on August 31, 2027, whether or not the principal amount or interest has been paid in full.

The City uses capital leases for large capital acquisitions. As of June 30, 2021, the City had the following capital leases; on November 14, 2014, the City entered into a lease-



purchase agreement with US Bancorp for the acquisition of 3 dump trucks. The remaining principal balance as of June 30, 2021 was \$193,056. On August 25, 2015, the City entered into a lease-purchase agreement with Regions Equipment Finance Corporation to finance the acquisition of a pumper and ladder truck. The remaining principal balance on the contract as of June 30, 2021 was \$581,123.

On June 13, 2012, Sikeston Economic Development Corporation, a blended component unit of the City of Sikeston, entered into an agreement to construct a building to be used by the Sikeston Department of Public Safety. As part of the financing, the Corporation received a loan from the United States Department of Agriculture. The loan is for \$4,186,200.00. On March 27, 2013, an additional loan for \$277,000.00 was received from the United States Department of Agriculture. The balance of these loans at June 30, 2021 was \$3,107,408.

During the year ended June 30, 2021, the City decreased its long-term debt \$298,233. Lease-purchase debts of \$175,067 were paid. Principal payments of \$123,166 were paid on the notes due to the Department of Agriculture in the year ended June 30, 2021.

### **Economic Factors and Next Year's Budget and Rates**

The city was extremely conservative in last year's budget given uncertainties around COVID-19 pandemic and what effect it would have on the City's finances. While most governments predicted and planned for lower revenues due to economic downturns and business closures, many cities, including Sikeston, experienced very strong sales tax collections. The combination of conservative budgeting and higher than expected sales and use tax revenues has put the City of Sikeston in a strong position financially.

The FY22 budget contains increases in street maintenance investments, three new positions (a skilled worker in street maintenance, a skilled worker in parks, and a building maintenance person), replacement of a fire station, and employee salary adjustments to improve market competitiveness and respond to minimum wage increases.

For FY 22, sales tax revenues have been budgeted to match FY20 actual receipts. It is hard to say whether the strong sales tax receipts from FY21, collected during the height of the pandemic, are predictive of what will happen in the coming year, so the City is being conservative.

The City's finances are split into various funds. Each of these funds has a "balance" at the end of the year which serves as the City's reserves. These reserves are important both for emergency preparedness and cash management purposes. All individual fund balances increase or stay level with this budget, with three exceptions. This budget plans to spend down the Transportation Sales Tax Fund by \$353,000 to catch up on some street maintenance needs. After spending down \$353,000, the fund balance will still be approximately 55% of annual revenues. This budget plans to spend down the Park Fund by \$50,000 to buy a flat bed truck with hydraulic dump bed. This leaves the fund balance at approximately 25% of annual revenues. City Council has decided to fund two major

parks projects out of the General Fund (improvements to Dansler Field up to \$305,700 and a fountain/splash pad in Lincoln Park up to \$135,000). After spending down for these two projects, the fund balance will be at 53% of annual revenues.

The budget includes a \$2,000 annual wage increase for all regular employees and an additional \$1.00/hour for 911 dispatchers. Employees are also eligible for merit based raises every 2 or 3 years depending on their tenure. Last year a 3% general wage increase was provided to all employees.

In FY21 the City began budgeting contributions to the health care fund to cover expected claims rather than the maximum claims because reserves in the health care fund had built up to a sufficient amount that the City was comfortable that even in a bad claim year there would be sufficient reserves to cover the claims. This resulted in approximately \$350,000 savings to the City. Due to an increase in expected claims, for FY22 approximately \$213,836 more is included in the budget.

The FY22 budget creates a new fund to account for revenues and expenditures related to funds (\$2.9 million) expected from the American Rescue Plan Act. After the U.S. Treasury Department releases rules regarding how these funds may be spent, the City will discuss how they should be used.

The FY22 budget plans for a local match of \$41,000 and grant funds of \$637,000 to complete improvements to the airport fuel farm, including design and construction of a new fuel stage area (two 12,000 gallon tanks and associated equipment), new self-service filling and payment equipment for Av-Gas, and an access road off Campanella for fuel unloading.

While there are many unmet needs and improvements we would still like to address, the expenditures planned in this budget enhance the City's ability to serve our citizens, address many capital needs, and will benefit the quality of life and economic vitality of our community.

### **Contacting the City's Financial Management**

The financial report is designed to provide a general overview of the City's finances, comply with finance-related laws and regulations, and demonstrate the City's commitment to public accountability. If you have questions about this report or would like to request additional information, contact the City Clerk at 105 E. Center, Sikeston, Missouri 63801.

CITY OF SIKESTON, MISSOURI  
Sikeston, Missouri

For the Year Ended June 30, 2021

ANNUAL FINANCIAL REPORT

**BEUSSINK, HEY, ROE & STRODER, L.L.C.**

*Certified Public Accountants*

## FINANCIAL SECTION

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# BEUSSINK, HEY, ROE & STRODER, L.L.C.

## *Certified Public Accountants*

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### INDEPENDENT AUDITORS' REPORT

To the Mayor and Board of Aldermen  
City of Sikeston, Missouri

#### Report on the Financial Statements

We have audited the accompanying modified cash basis financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Sikeston, Missouri, as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

#### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting described in Note 1; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of

significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective modified cash basis financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Sikeston, Missouri as of June 30, 2021, and the respective changes in modified cash basis financial position for the year then ended in accordance with the modified cash basis of accounting described in Note 1.

### Basis of Accounting

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinions are not modified with respect to this matter.

### Other Matters

#### Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Sikeston, Missouri's basic financial statements. The budgetary comparison information and combining fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The budgetary comparison information and combining fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the budgetary comparison information and combining fund financial statements are fairly stated in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 21, 2021, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City of Sikeston, Missouri's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Sikeston, Missouri's internal control over financial reporting and compliance.

BEUSSINK, HEY, ROE & STRODER, L.L.C.

*Beussink, Hey, Roe & Stroder, L.L.C.*

Cape Girardeau, Missouri  
December 21, 2021



# BEUSSINK, HEY, ROE & STRODER, L.L.C.

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### INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Mayor and Board of Aldermen  
City of Sikeston, Missouri

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Sikeston, Missouri as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the City of Sikeston, Missouri's basic financial statements, and have issued our report thereon dated December 21, 2021.

#### Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Sikeston, Missouri's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Sikeston, Missouri's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Sikeston, Missouri's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we

consider to be material weaknesses. We did identify a certain deficiency in internal control, described in the accompanying Schedule of Findings and Responses as item 2021-001, that we consider to be a significant deficiency.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Sikeston, Missouri's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards*, and which is described in the accompanying Schedule of Findings and Responses as item 2021-002.

#### City of Sikeston, Missouri's Response to Findings

City of Sikeston, Missouri's responses to the findings identified in our audit are described in the accompanying Schedule of Findings and Responses. City of Sikeston, Missouri's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

#### Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

BEUSSINK, HEY, ROE & STRODER, L.L.C.

*Beussink, Hey, Roe & Stroder, L.L.C.*

Cape Girardeau, Missouri  
December 21, 2021

BASIC FINANCIAL STATEMENTS

## STATEMENT 1

CITY OF SIKESTON, MISSOURIGOVERNMENT-WIDE  
STATEMENT OF NET POSITION - MODIFIED CASH BASIS

June 30, 2021

<u>ASSETS</u>	<u>Governmental Activities</u>
<u>Current Assets:</u>	
Cash on Hand	\$ 13,814
Cash and Cash Equivalents	11,887,223
Certificate of Deposit	300,000
Receivables	1,821
Inventory	62,798
Deposits	134,733
Due From Other Governmental Units	129
Total Current Assets	<u>\$ 12,400,518</u>
<u>Capital Assets:</u>	
Land	\$ 7,328,555
Buildings and Improvements, Net	10,648,836
Furniture, Machinery and Equipment, Net	2,560,105
Infrastructure and Improvements, Net	<u>5,340,973</u>
Total Capital Assets, Net	<u>\$ 25,878,469</u>
 TOTAL ASSETS	 <u>\$ 38,278,987</u>
 <u>LIABILITIES</u>	
<u>Current Liabilities:</u>	
Accounts Payable	\$ 2,178
Municipal Court	9,722
Accrued Payroll Liabilities	662
Evidence Money	211,534
Damage Deposits	7,875
Insurance Proceeds Holdback	21,600
Tax Increment Financing Notes	149,162
Tax Anticipation Notes	134,432
Lease-Purchase Agreements Payable	<u>127,306</u>
Total Current Liabilities	<u>\$ 664,471</u>
<u>Long-Term Liabilities:</u>	
Tax Increment Financing Notes	\$ 175,838
Tax Anticipation Notes	2,972,976
Lease-Purchase Agreements Payable	<u>646,873</u>
Total Long-Term Liabilities	<u>\$ 3,795,687</u>
 TOTAL LIABILITIES	 <u>\$ 4,460,158</u>
 <u>NET POSITION</u>	
Net Investment in Capital Assets	\$ 21,671,882
Restricted for Specific Purposes	3,204,728
Unrestricted	<u>8,942,219</u>
 TOTAL NET POSITION	 <u>\$ 33,818,829</u>

See Accompanying Notes to the Basic Financial Statements.

## STATEMENT 2

CITY OF SIKESTON, MISSOURI

GOVERNMENT-WIDE  
STATEMENT OF ACTIVITIES - MODIFIED CASH BASIS

Year Ended June 30, 2021

Functions/Programs	Expenses	Program Revenues			Net (Expense)
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Revenue and Changes in Net Position
					Governmental Activities
Governmental Activities:					
General Government	\$ 4,006,556	\$ 1,906,424	\$ 901,989	\$ 105,214	\$ (1,092,929)
Administrative Services	975,065	-	-	-	(975,065)
Public Safety	8,116,421	502,796	100,062	-	(7,513,563)
Public Works	5,288,501	401,331	13,761	-	(4,873,409)
Total Governmental Activities	<u>\$18,386,543</u>	<u>\$ 2,810,551</u>	<u>\$ 1,015,812</u>	<u>\$ 105,214</u>	<u>\$ (14,454,966)</u>
General Revenue:					
					\$ 15,056,927
					201,034
					303,596
					1,057,169
					(106,200)
					75,692
					<u>\$ 16,588,218</u>
					\$ 2,133,252
					34,287,027
					<u>(2,601,450)</u>
					<u>\$ 33,818,829</u>

See Accompanying Notes to the Basic Financial Statements.

CITY OF SIKESTON, MISSOURIBALANCE SHEET -  
GOVERNMENTAL FUNDS - MODIFIED CASH BASIS

June 30, 2021

	General Fund	Sales Tax Trust Fund	Capital Improvements Sales Tax Fund	Transportation Sales Tax Fund	Nonmajor Governmental Funds	Total Governmental Funds
<u>ASSETS</u>						
<u>CURRENT ASSETS:</u>						
Cash on Hand	\$ 13,233	\$ -	\$ -	\$ -	\$ 581	\$ 13,814
Cash and Cash Equivalents	5,332,782	1,163,498	669,209	1,232,604	2,326,930	10,725,023
Certificate of Deposit	-	-	-	-	300,000	300,000
Receivables	1,799	-	-	9	13	1,821
Inventory	17,016	-	-	-	45,782	62,798
Deposits	87,005	-	-	-	-	87,005
Prepaid Expenditures	-	-	-	-	129	129
Due from Other Funds	-	-	-	-	4,211	4,211
Total Current Assets	<u>\$ 5,451,835</u>	<u>\$ 1,163,498</u>	<u>\$ 669,209</u>	<u>\$ 1,232,613</u>	<u>\$ 2,677,646</u>	<u>\$ 11,194,801</u>
TOTAL ASSETS	<u>\$ 5,451,835</u>	<u>\$ 1,163,498</u>	<u>\$ 669,209</u>	<u>\$ 1,232,613</u>	<u>\$ 2,677,646</u>	<u>\$ 11,194,801</u>
<u>LIABILITIES AND FUND BALANCE</u>						
<u>LIABILITIES:</u>						
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ 2,178	\$ 2,178
Municipal Court	-	-	-	-	9,722	9,722
Insurance Proceeds Holdback	21,600	-	-	-	-	21,600
Accrued Payroll Liabilities	610	-	-	6	46	662
Evidence Money	211,534	-	-	-	-	211,534
Damage Deposits	-	-	-	-	7,875	7,875
Due to Other Funds	4,211	-	-	-	-	4,211
TOTAL LIABILITIES	<u>\$ 237,955</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6</u>	<u>\$ 19,821</u>	<u>\$ 257,782</u>
<u>FUND BALANCE:</u>						
Nonspendable	\$ -	\$ -	\$ -	\$ -	\$ 45,782	\$ 45,782
Restricted	8,568	-	-	1,232,607	1,963,553	3,204,728
Committed	-	-	-	-	176,578	176,578
Assigned	-	1,163,498	669,209	-	471,912	2,304,619
Unassigned	5,205,312	-	-	-	-	5,205,312
TOTAL FUND BALANCE	<u>\$ 5,213,880</u>	<u>\$ 1,163,498</u>	<u>\$ 669,209</u>	<u>\$ 1,232,607</u>	<u>\$ 2,657,825</u>	<u>\$ 10,937,019</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 5,451,835</u>	<u>\$ 1,163,498</u>	<u>\$ 669,209</u>	<u>\$ 1,232,613</u>	<u>\$ 2,677,646</u>	<u>\$ 11,194,801</u>

See Accompanying Notes to the Basic Financial Statements.

CITY OF SIKESTON, MISSOURIRECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE  
SHEET TO THE STATEMENT OF NET POSITION - MODIFIED CASH BASIS

June 30, 2021

Total fund balance - total governmental funds (Statement 3)	\$	10,937,019
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets used in governmental activities are not current financial resources and therefore are not reported in the governmental funds balance sheet, net of accumulated depreciation of \$25,731,848.		25,878,469
Long-term liabilities are not due and payable in the current period and, therefore, they are not reported in the governmental funds balance sheet.		
Tax Increment Financing Notes	\$ (325,000)	
Tax Anticipation Notes	(3,107,408)	
Lease-Purchase Agreements Payable	<u>(774,179)</u>	(4,206,587)
Internal service funds are used by management to charge the costs of certain activities, such as health insurance, to individual funds. The assets and liabilities of the internal service funds are included in governmental activities in the statement of net position.		<u>1,209,928</u>
Net position of governmental activities (Statement 1)	\$	<u>33,818,829</u>

See Accompanying Notes to the Basic Financial Statements.

## CITY OF SIKESTON, MISSOURI

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES  
IN FUND BALANCES - GOVERNMENTAL FUNDS - MODIFIED CASH BASIS

Year Ended June 30, 2021

	General Fund	Sales Tax Trust Fund	Capital Improvements Sales Tax Fund	Transportation Sales Tax Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>REVENUES:</b>						
Taxes	\$ 6,316,385	\$ 3,634,372	\$ 1,815,926	\$ 1,816,549	\$ 1,473,695	\$ 15,056,927
Licenses and Permits	277,843	-	-	-	-	277,843
Intergovernmental	1,278,092	-	134,092	-	311,767	1,723,951
Charges for Services	1,818,451	-	-	15	524,609	2,343,075
Fines	-	-	-	-	152,985	152,985
Rents and Leases	53,400	-	-	-	414,076	467,476
Interest Income	98,598	21,511	20,722	21,296	38,907	201,034
Other	75,845	-	59,166	100,187	91,814	327,012
<b>TOTAL REVENUES</b>	<b>\$ 9,918,614</b>	<b>\$ 3,655,883</b>	<b>\$ 2,029,906</b>	<b>\$ 1,938,047</b>	<b>\$ 3,007,853</b>	<b>\$ 20,550,303</b>
<b>EXPENDITURES:</b>						
General Government	\$ 2,873,121	\$ 49,844	\$ 131,232	\$ -	\$ 1,603,052	\$ 4,657,249
Administrative Services	942,685	-	-	-	-	942,685
Public Safety	5,618,457	-	1,090,183	-	994,524	7,703,164
Public Works	1,017,257	-	591,125	2,217,949	1,216,406	5,042,737
<b>TOTAL EXPENDITURES</b>	<b>\$ 10,451,520</b>	<b>\$ 49,844</b>	<b>\$ 1,812,540</b>	<b>\$ 2,217,949</b>	<b>\$ 3,813,982</b>	<b>\$ 18,345,835</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>\$ (532,906)</b>	<b>\$ 3,606,039</b>	<b>\$ 217,366</b>	<b>\$ (279,902)</b>	<b>\$ (806,129)</b>	<b>\$ 2,204,468</b>
<b>OTHER FINANCING SOURCES (USES):</b>						
Transfers In	\$ 3,240,012	\$ -	\$ -	\$ 797,796	\$ 785,253	\$ 4,823,061
Transfers Out	(816,253)	(3,123,226)	(763,796)	(116,786)	(3,000)	(4,823,061)
Sale of Capital Assets	-	-	63,500	-	-	63,500
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>\$ 2,423,759</b>	<b>\$ (3,123,226)</b>	<b>\$ (700,296)</b>	<b>\$ 681,010</b>	<b>\$ 782,253</b>	<b>\$ 63,500</b>
<b>NET CHANGE IN FUND BALANCES</b>	<b>\$ 1,890,853</b>	<b>\$ 482,813</b>	<b>\$ (482,930)</b>	<b>\$ 401,108</b>	<b>\$ (23,876)</b>	<b>\$ 2,267,968</b>
FUND BALANCE, July 1, 2020	3,716,531	1,012,087	1,224,386	949,517	2,676,494	9,579,015
PRIOR PERIOD ADJUSTMENT	(393,504)	(331,402)	(72,247)	(118,018)	5,207	(909,964)
<b>FUND BALANCE, June 30, 2021</b>	<b>\$ 5,213,880</b>	<b>\$ 1,163,498</b>	<b>\$ 669,209</b>	<b>\$ 1,232,607</b>	<b>\$ 2,657,825</b>	<b>\$ 10,937,019</b>

See Accompanying Notes to the Basic Financial Statements.



CITY OF SIKESTON, MISSOURI

RECONCILIATION OF THE STATEMENT OF REVENUES,  
EXPENDITURES, AND CHANGES IN FUND BALANCES OF  
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES - MODIFIED CASH BASIS

Year Ended June 30, 2021

Net Change in fund balances - total governmental funds (Statement 4) \$ 2,267,968

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlay as expenditures. However, in the government-wide statement of activities and changes in net position, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount of capital assets expended in the current period.

Capital Outlay	\$ 1,649,564	
Loss on Disposal	<u>(169,699)</u>	1,479,865

Depreciation expense on capital assets is reported in the government-wide statement of activities and changes in net position, but it does not require the use of current financial resources. Therefore, depreciation expense is not reported as an expenditure in governmental funds. (1,474,651)

The issuance of long-term debt (e.g. bonds) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of issuance cost, premium, discounts, and similar items when debt is first issued, whereas the amounts are deferred and amortized in the statement of activities. This amount is the net effect of these differences in the treatment of long-term debt and related items.

Tax Anticipation Notes	\$ 123,166	
Lease-Purchase Agreements Payable	<u>175,067</u>	298,233

Internal service funds are used by management to charge the costs of certain activities, such as health insurance, to individual funds. The net revenue (expense) if the internal service funds is reported with governmental activities. (438,163)

Change in net position of governmental activities (Statement 2) \$ 2,133,252

See Accompanying Notes to the Basic Financial Statements.

CITY OF SIKESTON, MISSOURI  
 STATEMENT OF NET POSITION  
PROPRIETARY FUND - MODIFIED CASH BASIS

June 30, 2021

	<u>Internal Service Fund</u>
<u>ASSETS</u>	
<u>CURRENT ASSETS:</u>	
Cash and Cash Equivalents	\$ 1,162,200
Deposits	<u>47,728</u>
Total Current Assets	<u>\$ 1,209,928</u>
 TOTAL ASSETS	 <u>\$ 1,209,928</u>
<u>LIABILITIES</u>	
<u>LIABILITIES:</u>	<u>\$ -</u>
 <u>NET POSITION</u>	
Restricted	<u>\$ 1,209,928</u>
TOTAL NET POSITION	<u>\$ 1,209,928</u>

See Accompanying Notes to the Basic Financial Statements.

CITY OF SIKESTON, MISSOURISTATEMENT OF REVENUES, EXPENSES, AND CHANGES  
IN NET POSITION - PROPRIETARY FUND - MODIFIED CASH BASIS

Year Ended June 30, 2021

	<u>Internal Service Fund</u>
<u>OPERATING REVENUES:</u>	
Health Insurance Premium	\$ 1,272,921
Rebates	43,619
Miscellaneous	<u>79,812</u>
TOTAL OPERATING REVENUES	<u>\$ 1,396,352</u>
<u>OPERATING EXPENDITURES:</u>	
Stop Loss Insurance	\$ 421,142
Administrative Fees	104,695
Health Insurance Claims	1,273,623
Wellness	<u>61,784</u>
TOTAL OPERATING EXPENDITURES	<u>\$ 1,861,244</u>
TOTAL OPERATING INCOME (LOSS)	<u>\$ (464,892)</u>
<u>NONOPERATING REVENUES (EXPENSES)</u>	
Interest Income	<u>\$ 26,729</u>
TOTAL NONOPERATING REVENUES (EXPENSES)	<u>\$ 26,729</u>
NET CHANGE IN FUND BALANCES	\$ (438,163)
NET POSITION, July 1, 2020	1,539,539
PRIOR PERIOD ADJUSTMENT	<u>108,552</u>
NET POSITION, June 30, 2021	<u><u>\$ 1,209,928</u></u>

See Accompanying Notes to the Basic Financial Statements.

CITY OF SIKESTON, MISSOURISTATEMENT OF CASH FLOWS - PROPRIETARY FUND - MODIFIED CASH BASIS

Year Ended June 30, 2021

	<u>Internal Service Fund</u>
<u>CASH FLOWS FROM OPERATING ACTIVITIES:</u>	
Health Insurance Premiums	\$ 1,272,921
Rebates	43,619
Refunds from Administrator	79,812
Payments to Administrator	<u>(1,862,970)</u>
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u>\$ (466,618)</u>
<u>CASH FLOWS FROM INVESTING ACTIVITIES:</u>	
Interest on Cash	<u>\$ 26,729</u>
NET CHANGE IN CASH	\$ (439,889)
CASH, July 1, 2020	<u>1,602,089</u>
CASH, June 30, 2021	<u>\$ 1,162,200</u>
<u>RECONCILIATION OF OPERATING INCOME (LOSS) TO NET</u>	
<u>CASH PROVIDED (USED) BY OPERATING ACTIVITIES:</u>	
Operating Income (Loss)	\$ (464,892)
Changes in Assets and Liabilities:	
Due to Other Governmental Units	<u>(1,726)</u>
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u>\$ (466,618)</u>

See Accompanying Notes to the Basic Financial Statements.

CITY OF SIKESTON, MISSOURI

NOTES TO BASIC FINANCIAL STATEMENTS

June 30, 2021

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Sikeston, Missouri (the “City”) was incorporated in 1875 under the provisions of the State of Missouri.

The City operates under a Mayor – Council form of government and provides the following services as authorized by its charter: public safety (police and fire), streets, sanitation, health and social services, culture-recreation, education, public improvements, planning and zoning, and general administrative services.

As discussed further in Note 1.C, these financial statements are presented on a modified cash basis of accounting. This modified cash basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles include all relevant Governmental Accounting Standards Board (GASB) pronouncements.

A. Financial Reporting Entity:

The City’s reporting entity includes the City’s governing board and the operations of all related organizations for which the City exercises financial oversight. Oversight responsibility is derived from the governmental unit’s authority and includes, but is not limited to, financial interdependency, selection of governing authority, designation of management, ability to significantly influence operations, and accountability for fiscal matters.

In evaluating how to define the City, for financial reporting purposes, management has considered all potential component units. Generally, component units are legally separate organizations for which the elected officials of the City are financially accountable.

The statement of net position, statement of activities, the combined financial statements, the combining and individual fund financial statements include the Sikeston Economic Development Corporation as a blended component unit. The Sikeston Economic Development Corporation is so closely related to the City of Sikeston that it is, in effect, the same as the City.

The Sikeston Economic Development Corporation financed a building to be used by the Sikeston Department of Public Safety. This is the sole activity of the Corporation. The City of Sikeston has considerable representation on the governing board of the Corporation with the Corporation’s board consisting of the current Mayor, Vice-Mayor, City Manager, City Treasurer and the CEO of the Sikeston Regional Chamber & Area Economic Development Corp.

B. Basis of Presentation:

**Government-Wide Financial Statements**

The Statement of Net Position and Statement of Activities display information about the reporting government as a whole. They include all funds of the reporting entity except for fiduciary funds. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues.

**Fund Financial Statements**

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitutes its assets, liabilities, fund equity, revenues, and expenditures/expenses. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the City or meets the following criteria:

1. Total assets, liabilities, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type, and
2. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The major funds of the financial reporting entity are described below:

General Fund –The General Fund is the primary operating fund of the City and is always classified as a major fund. It is used to account for all activities except those legally or administratively required to be accounted for in other funds.

Sales Tax Trust Fund –The Sales Tax Trust Fund was established by City ordinance to account for the general sales tax.

Capital Improvement Sales Tax Fund – The Capital Improvement Sales Tax Fund was established by City Ordinance to account for the Capital Improvement Sales Tax. The sales tax has expired, but the account is continued to account for Capital Improvements

Transportation Sales Tax Fund – The Transportation Sales Tax Fund was established by City ordinance to account for the quarter cent sales tax designated for transportation purposes as defined in Sections 94.700 to 94.755 of the Missouri Revised Statues.

C. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe “how” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

## **Measurement Focus**

On the government-wide Statement of Net Position and the Statement of Activities, both governmental and business-type activities are presented using the economic resources measurement focus, within the limitations of the modified cash basis of accounting, as defined in item 2 below.

In the fund financial statements, the “current financial resources” measurement focus or the “economic resources” measurement focus, as applied to the modified cash basis of accounting, is used as appropriate:

1. All governmental funds utilize a “current financial resources” measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
2. The proprietary fund utilizes an “economic resources” measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. All assets and liabilities (whether current or noncurrent) associated with their activities are reported. Proprietary fund equity is classified as net position.
3. Fiduciary funds are not involved in the measurement of results of operations; therefore, measurement focus is not applicable to them.

## **Basis of Accounting**

In the government-wide Statement of Net Position and Statement of Activities, both governmental and business-type activities are presented using a modified cash basis of accounting. The basis recognizes assets, liabilities, net position/fund equity, revenues, and expenditures when they result from cash transactions with a provision for depreciation in the government-wide statement and the proprietary fund statements. This basis is a comprehensive basis of accounting other than principles generally accepted in the United States of America.

As a result of the use of this modified cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities) are not recorded in these financial statements.

If the City utilized the basis of accounting recognized as generally accepted, the fund financial statements for governmental funds would use the modified accrual basis of accounting, while the fund financial statements for proprietary fund types would use the accrual basis of accounting. All government-wide financial statements would be presented on the accrual basis of accounting.

D. Assets, Liabilities, and Equity

**Cash and Cash Equivalents**

For the purpose of financial reporting, “cash and cash equivalents” include all demand and savings accounts and certificates of deposit or short-term investments with an original maturity of three months or less.

Investments are reported at fair value which is determined using selected bases. Short-term investments are reported at cost, which approximates fair value.

**Inventories and Prepaids**

Inventories in governmental funds consist of expendable supplies held for consumption stated on a first-in, first-out basis. They are reported in inventory at cost and they are recorded as an expenditure at the time the individual inventory items are used.

Prepaids record payments to vendors that benefit future reporting periods and are also reported on the consumption basis. Both inventories and prepaids are similarly reported in government-wide and fund financial statements.

**Capital Assets**

The City’s property and equipment with useful lives of more than one year are stated at historical cost and comprehensively reported in the government-wide financial statements. Donated assets are stated at fair value on the date donated. The City generally capitalizes assets with a cost of \$5,000 or more as purchase and construction outlays occur. The costs of normal maintenance and repairs that do not add to the asset value or materially extend useful lives are not capitalized. Capital assets are depreciated using the straight-line method. When capital assets are disposed of, the cost and applicable accumulated depreciation are removed from the respective accounts, and the resulting gain or loss is recorded in operations. Infrastructure assets acquired prior to July 1, 2003 have not been capitalized in this financial presentation.

Estimated useful lives, in years, for depreciable assets are as follows:

Buildings	5-40
Improvements, other than buildings	5-50
Equipment and Machinery	5-7
Infrastructure	5-50

All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated fixed assets are valued at their estimated fair value on the date donated.

In the fund financial statements, capital assets acquired for use in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Capital assets acquired for use in proprietary fund operations are accounted for in the same way as the government-wide statements.



## **Restricted Assets**

Restricted assets include cash and investments that are restricted as to their use.

## **Long-Term Debt**

The accounting treatment of long-term debt depends on whether the assets are reported in the government-wide or fund financial statements. All long-term debts are reported as liabilities in the government-wide statements. The long-term debt consists primarily of capital leases payable, tax increment financing notes, and tax anticipation notes. Long-term debts for governmental funds are not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures.

## **Equity Classification**

Government-Wide Statements – Equity is classified as net position and displayed in three components:

1. Net investment in capital assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvements of those assets.
2. Restricted net position – Consists of net resources with constraints placed on their use either by (1) external groups such as creditors, grantors, contributors, or laws and regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
3. Unrestricted net position – All other net resources that do not meet the definition of “restricted” or “net investment in capital assets.”

When both restricted and unrestricted resources are available for use, it is the City’s policy to use restricted resources first, then unrestricted as needed. The City’s policy is to apply expenditures against restricted fund balance, committed fund balance, assigned fund balance, and unassigned fund balance in that order.

Fund Financial Statements – The City uses clearly defined fund balance categories to make the nature and extent of the constraints placed on a government’s fund balance more transparent. The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

1. Non-spendable fund balance-amounts that are not in a spendable form (such as prepaids) or are required to be maintained intact;
2. Restricted fund balance-amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation;

3. Committed fund balance-amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint;
4. Assigned fund balance-amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority;
5. Unassigned fund balance-amounts that are available for any purpose; positive amounts are reported only in the general fund.

The City Board of Alderman establishes (and modifies or rescinds) fund balance commitments by passage of an ordinance or resolution. This is typically done through adoption and amendment of the budget. A fund balance commitment is further indicated in the budget document as a designation or commitment of the fund (such as for special incentives). Assigned fund balance is established by City Council or the City Manager through adoption or amendment of the budget as intended for specific purpose (such as the purchase of fixed assets, construction, debt service, or for other purposes).

### **Fund Balance**

In July 2001, the City established a minimum fund balance policy with the passage of Resolution 01-07-01. The policy states that a minimum ending fund balance for restricted funds shall be not less than 15% of the annual estimated revenues. The restricted funds are deemed to be the Transportation Sales Tax Fund, the Capital Improvement Sales Tax Fund, and the Tourism Tax Trust Fund.

The policy states that a minimum ending fund balance for unrestricted funds shall not be less than 25% of the annual estimated revenues. The unrestricted funds are deemed to be the General Fund, the Sales Tax Trust Fund, the Park Fund, the Municipal Court Fund, and the E-911 Fund.

Special purpose funds are not subject to the minimum ending fund balance guidelines. The special purpose funds are deemed to be the Economic Development Fund, the Library Fund, the Airport Fund, the 60/61 T.I.F. District Fund, the HWY 60 West T.I.F. District Fund, and the Main/Malone T.I.F. District Fund.

E. Revenues, Expenditures, and Expenses:

**Program Revenues**

In the Statement of Activities, revenues that are derived directly from each activity or from parties outside the City's taxpayers are reported as program revenues. The City has the following program revenues in each activity:

General Government	Licenses, Building Permits, and Fees
Public Safety	Court Cost, Fines, and Rental Receipts
Public Works	Fuel, Rental Receipts, Admission Fees, and Concessions

All other governmental revenues are reported as general. All taxes are classified as general revenue even if restricted for a specific purpose.

**Operating Revenues and Expenses**

Operating revenues and expenses for proprietary funds result from providing services and producing and delivering goods and/or services. They also include all revenues and expenses not related to capital and related financing, noncapital financing, or investing activities.

F. Internal and Interfund Balances and Activities:

In the process of aggregating the financial information for the government-wide Statement of Net Position and Statement of Activities, some amounts reported as interfund activity and balances in the fund financial statements have been eliminated or reclassified.

**Fund Financial Statements**

Interfund activity, if any, within and among the governmental and proprietary fund categories is reported as follows in the fund financial statements:

1. Interfund loans – Amounts provided with a requirement for repayment are reported as interfund receivables and payables.
2. Interfund services – Sales or purchases of goods and services between funds are reported as revenues and expenditures/expenses.
3. Interfund reimbursements – Repayments from funds responsible for certain expenditures/expenses to the funds that initially paid for them are not reported as reimbursements but as adjustments to expenditures/expenses in the respective funds.

4. Interfund transfers – Flow of assets from one fund to another where repayment is not expected are reported as transfers in and out.

**Government-Wide Financial Statements**

Interfund activity and balances, if any, are eliminated or reclassified in the government-wide financial statements as follows:

1. Internal balances – Amounts reported in the fund financial statements as interfund receivables and payables are eliminated in the governmental and business-type activities columns of the Statement of Net Position, except for the net residual amounts due between governmental and business-type activities, which are reported as Internal Balances.
2. Internal activities – Amounts reported as interfund transfers in the fund financial statements are eliminated in the government-wide Statement of Activities, except for the net amount of transfers between governmental and business-type activities, which are reported as Transfers - Internal Activities. The effects of interfund services between funds, if any, are not eliminated in the Statement of Activities.

G. Use of Estimates:

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures (such as estimated useful lives in determining depreciation expense); accordingly, actual results could differ from those estimates.

H. Restricted Net Position:

A portion of net position has been reserved to represent the value of assets restricted for specific purposes as listed below.

General Fund:	
Drug Seizure Fund	\$ 8,568
Transportation Sales Tax Fund	1,232,607
Park Fund	182,158
Library Fund	747,782
Tourism Fund	19,919
E911 Fund	386,672
60/61 TIF District Fund	12,426
Hwy 60 West TIF District Fund	14,134
Main & Malone TIF District Fund	92,258
Sikeston Economic Development Fund	<u>508,204</u>
Total Restricted Net Position	<u>\$ 3,204,728</u>

I. Accumulated Compensated Absences:

It is the City's policy to permit employees to accumulate a limited amount of earned but unused vacation and sick leave, which will be paid to employees upon separation from the City's service. It is unlikely all employees would terminate at one time. At June 30, 2021, the liability is a contingency in the maximum amount of \$614,297.

J. Revenue Recognition – Property Taxes:

Property taxes attach as an enforceable lien on property as of January 1. Taxes are levied on or about October 1 and payable by December 31. The City bills and collects its own property taxes. All unpaid taxes become delinquent on January 1. Property tax revenues are recognized when they are collected.

K. Post – Employment Health Care Benefits:

COBRA Benefits – Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the City provides health care benefits to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium plus an administration fee is paid to the City's health care provider by the insured on or before the tenth (10<sup>th</sup>) day of the month for the actual month covered. This program is offered for a duration of 19 months after the termination date. There is no associated cost to the City under this program, and there was one participant in the program for the year ended June 30, 2021.

L. Pensions:

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Missouri Local Government Employees Retirement System (LAGERS) and additions to deductions from LAGERS fiduciary net position have been determined on the same basis as they are reported by LAGERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

M. Deferred Compensation Plan:

In addition to the pension benefits described in Note 6, it is the City's policy to allow employees to participate in a Code 457 Deferred Compensation Plan with ICMA Retirement Corporation. This is a defined contributions plan. The City has 12 employees participating in the plan. The City contributes \$5,000 for the City Manager each year. The City does not contribute to the plan for any other employees.

N. Subsequent Events:

In preparing these financial statements, the City has evaluated events and transactions for potential recognition or disclosure through December 21, 2021, the date the financial statements were available to be issued.

2. DEPOSITS

At June 30, 2021, the carrying amount of the City's deposits was \$10,453,709 and the bank balance was \$10,499,943. Custodial credit risk for deposits is the risk that in the event of a bank failure, the City's deposits may not be returned, or the City will not be able to recover collateral securities in the possession of an outside party. The City's policy requires that deposits be 100% secured by collateral valued at market, less the amount of Federal Deposit Insurance Corporation (FDIC) Insurance. The City's deposits at June 30, 2021 are not exposed to custodial credit risk.

Funds of the Sikeston Economic Development Corporation in excess of the FDIC insurance \$56,208 at June 30, 2021, was not collateralized since it is not a governmental entity and they are not considered public funds.

3. PROPERTY TAXES

Property taxes attach as an enforceable lien on property. Taxes are levied on October 1, 2020, for collection during this year. The tax rates assessed at the time were as follows:

General Revenue	\$ .4171/100.00 assessed valuation
Parks & Recreation	\$ .1818/100.00 assessed valuation
Library	\$ .2000/100.00 assessed valuation

4. CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2021 was as follows:

	Balance June 30, 2020	Additions	Deletions	Balance June 30, 2021
<b>Capital Assets Not Being Depreciated:</b>				
Land	\$ 6,565,546	\$ 763,009	\$ -	\$ 7,328,555
Total	<u>\$ 6,565,546</u>	<u>\$ 763,009</u>	<u>\$ -</u>	<u>\$ 7,328,555</u>
<b>Capital Assets Being Depreciated:</b>				
Buildings and Leasehold Improvements	\$ 20,974,336	\$ 236,208	\$ (154,719)	\$ 21,055,825
Infrastructure and Other Improvements	7,510,712	271,298	-	7,782,010
Furniture, Machinery and Equipment	15,822,075	379,049	(757,197)	15,443,927
Total	<u>\$ 44,307,123</u>	<u>\$ 886,555</u>	<u>\$ (911,916)</u>	<u>\$ 44,281,762</u>
<b>Less Accumulated Depreciation for:</b>				
Buildings and Leasehold Improvements	\$ (9,710,549)	\$ (712,064)	\$ 15,624	\$ (10,406,989)
Infrastructure and Other Improvements	(2,197,989)	(243,048)	-	(2,441,037)
Furniture, Machinery and Equipment	(13,090,876)	(519,539)	726,593	(12,883,822)
Total	<u>\$ (24,999,414)</u>	<u>\$ (1,474,651)</u>	<u>\$ 742,217</u>	<u>\$ (25,731,848)</u>
Capital Assets Being Depreciated, Net	<u>\$ 19,307,709</u>	<u>\$ (588,096)</u>	<u>\$ (169,699)</u>	<u>\$ 18,549,914</u>
Capital Asses, Net	<u>\$ 25,873,255</u>	<u>\$ 174,913</u>	<u>\$ (169,699)</u>	<u>\$ 25,878,469</u>

Depreciation expense was charged to functions/programs of the primary government as follows:

<u>Governmental Activities</u>	
General Government	\$ 230,504
Administrative Services	678
Public Safety	490,757
Public Works	752,712
Total	<u>\$ 1,474,651</u>

## 5. LONG-TERM OBLIGATIONS

Article VI, Section 26(b), Constitution of Missouri limits the outstanding amount of authorized general obligation bonds of a city to 5.0 percent of the assessed valuation of the City. At June 30, 2021, the City's remaining legal debt margin was \$8,186,126.

Following is a summary of changes in the long-term debt from governmental activities included on the government-wide Statement of Net Assets for the year ended June 30, 2021:

	Balance June 30, 2020	Additions	Retirements	Balance June 30, 2021
Tax Increment Financing Notes - Sikeston Acquisitions, Inc.	\$ 325,000	\$ -	\$ -	\$ 325,000
DPS Building	3,230,574	-	(123,166)	3,107,408
Dump Truck	239,819	-	(46,763)	193,056
Pumper and Ladder Truck	658,791	-	(77,668)	581,123
Street Sweeper	<u>50,636</u>	<u>-</u>	<u>(50,636)</u>	<u>-</u>
Totals	<u>\$4,504,820</u>	<u>\$ -</u>	<u>\$ (298,233)</u>	<u>\$4,206,587</u>

On September 1, 2004, the City entered into an agreement with Sikeston Acquisitions, Inc. for the redevelopment of the North Main Street and Malone Avenue Redevelopment Area. On January 7, 2005, \$925,000 of tax increment financing notes was issued to Sikeston Acquisitions, Inc. to reimburse project costs completed at that date. An additional construction advance of \$689,000 was made on November 8, 2005. On May 11, 2006, these notes were reissued along with the construction holdback of \$36,000. A note for \$1,325,000, bearing interest at the rate of 5.75% per annum was issued along with a note for \$325,000, bearing interest at the rate of 7.25% per annum. Interest is payable on May 1 and November 1 in each year and will be paid only from pledged revenues. Pledged revenues include certain payments in lieu of taxes and economic activity taxes generated in the redevelopment area. The maturity date of these notes is August 31, 2027. The obligations of the City with respect to this note terminate on August 31, 2027, whether or not the principal amount or interest has been paid in full. As of June 30, 2021, \$325,000 of the notes remains outstanding.

On June 13, 2011, Sikeston Economic Development Corporation, a blended component unit of the City of Sikeston, entered into an agreement to construct a building to be used by the Sikeston Department of Public Safety. As part of the financing, the Corporation received a loan from the United States Department of Agriculture. The loan is for \$4,186,200 at a rate of 4%. The loan requires payments of \$242,130 on June 13th each year. As of June 30, 2021, the loan balance was \$3,004,603.

On March 27, 2013, Sikeston Economic Development Corporation received an additional loan from the United States Department of Agriculture to help finance the relocation of the Sikeston Area Chamber of Commerce and the Withers Broadcasting Company of Southeast Missouri, LLC to free land for a parking lot for the new Sikeston DPS building. The loan is for \$277,000 at a rate of 3.125%. The loan requires annual payments of \$14,363 each year on the 27th of March beginning in 2014. The loan balance as of June 30, 2021 was \$225,972.



On November 14, 2014, the City entered into a lease-purchase agreement with US Bancorp to finance the acquisition of 3 dump trucks. The lease qualified as a capital lease for accounting purposes and, therefore, has been recorded at the present value of the future minimum lease payments as of the date of its inception. The trucks are included in the General Fixed Assets at \$461,505. Amortization of assets under capital lease is included in depreciation expense. Accumulated amortization reported as accumulated depreciation totaled \$461,505 in the Statement of Net Position.

On August 25, 2015, the City entered into a lease-purchase agreement with Regions Equipment Finance Corporation to finance the acquisition of a pumper and ladder truck. The lease qualified as a capital lease for accounting purposes and, therefore, has been recorded at the present value of the future minimum lease payments as of the date of its inception. The trucks are included in the General Fixed Assets at \$1,040,425. Amortization of assets under capital lease is included in depreciation expense. Accumulated amortization reported as accumulated depreciation totaled \$1,014,048 in the Statement of Net Position.

On October 19, 2016, the City entered into a lease-purchase agreement with US Bancorp to finance the acquisition of a street sweeper. The lease qualified as a capital lease for accounting purposes and, therefore, has been recorded at the present value of the future minimum lease payments as of the date of its inception. The trucks are included in the General Fixed Assets at \$200,000. Amortization of assets under capital lease is included in depreciation expense. Accumulated amortization reported as accumulated depreciation totaled \$150,000 in the Statement of Net Position.

Five-year current maturities of long-term obligations are as follows:

Year Ending			
<u>June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2022	\$ 410,900	\$ 155,660	\$ 566,560
2023	428,763	140,232	568,995
2024	291,030	123,239	414,269
2025	282,977	114,043	397,020
2026	240,738	105,506	346,244
2027-2031	1,054,550	405,804	1,460,354
2032-2036	1,071,593	210,872	1,282,465
2037-2041	410,379	26,594	436,973
2042-2043	15,657	614	16,271
Totals	<u>\$ 4,206,587</u>	<u>\$1,282,564</u>	<u>\$ 5,489,151</u>

6. PENSION PLAN

**General Information about the Pension Plan**

*Plan description.* The City's defined benefit pension plan provides certain retirement, disability, and death benefits to plan members and beneficiaries. The City participates in the Missouri Local Government Employees Retirement System (LAGERS). LAGERS is an agent multiple-employer, statewide public employee pension plan established in 1967 and administered in accordance with RSMo. 70.600-70.755. As such, it is LAGERS' responsibility to administer the law in accordance with the expressed intent of the General Assembly. The plan is qualified under the Internal Revenue Code Section 401(a) and is tax exempt. The responsibility for the operations and administration of LAGERS is vested in the LAGERS Board of Trustees consisting of seven persons. LAGERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained by accessing the LAGERS website at [www.molagers.org](http://www.molagers.org).

*Benefits provided.* LAGERS provides retirement, death, and disability benefits. Benefit provisions are adopted by the governing body of the employer, within the options available in the state statutes governing LAGERS. All benefits vest after 5 years of credited service. Employees who retire on or after age 60 (55 for Police and Fire) with 5 or more years of service are entitled to an allowance for life based upon the benefit program information provided below. Employees may retire with an early retirement benefit with a minimum of 5 years of credited service and after attaining age 55 (50 for Police and Fire) and receive a reduced allowance.

	<u>February 28, 2021 Valuation</u>
Benefit Multiplier:	1.50% for Life, plus 0.50% to age 65
Final Average Salary:	3 Years
Member Contributions:	0%

Benefit terms provide for annual post retirement adjustments to each member's retirement allowance subsequent to the member's retirement date. The annual adjustment is based on the increase in the Consumer Price Index and is limited to 4% per year.

*Employees covered by benefit terms.* At June 30, 2021, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	127
Inactive employees entitled to but not yet receiving benefits	108
Active employees	<u>103</u>
	<u>338</u>

*Contributions.* The employer is required to contribute amounts at least equal to the actuarially determined rate, as established by LAGERS. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance an unfunded accrued liability. Full-time employees of the employer do not contribute to the pension plan. Employer contribution rates are 6.3% (General), 8.9% (Police), and 5.8% (Fire) of annual covered payroll. Contributions to the pension plan from the City were \$161,613 (General), \$190,565 (Police), and \$89,333 (Fire) for the year ended June 30, 2021.

7. INTEREST EXPENSE

Interest cost totaling \$371,863 was incurred during the year ended June 30, 2021. No interest was capitalized as part of the cost of assets constructed during the period.

8. INTERFUND RECEIVABLES AND PAYABLES

As of June 30, 2021, interfund receivables and payables were as follows:

<u>Fund</u>	<u>Interfund Receivables</u>	<u>Interfund Payables</u>
General Fund	\$ -0-	\$ 4,211
Park Fund	2,353	-0-
Library Fund	<u>1,858</u>	<u>-0-</u>
Total	<u>\$ 4,211</u>	<u>\$ 4,211</u>

9. INTERFUND TRANSFERS

The following is a summary of the amounts transferred from and to other funds:

	<u>Transferred From</u>	<u>Transferred To</u>
General Fund	\$ 816,253	\$3,240,012
Sales Tax Fund	3,123,226	-0-
Transportation Sales Tax Fund	116,786	797,796
Park Fund	-0-	226,852
Municipal Court Fund	-0-	42,644
Economic Development Fund	3,000	-0-
Airport Fund	-0-	55,684
E-911 Fund	-0-	460,073
Capital Improvement Sales Tax Fund	<u>763,796</u>	<u>-0-</u>
	<u>\$4,823,061</u>	<u>\$4,823,061</u>

Transfers within the reporting entity are substantially for the purposes of subsidizing operating functions, funding capital projects and asset acquisitions, or maintain debt service on a routine basis.

10. RISK OF LOSS

The City is exposed to risks of loss through claims on property owned, damage to property owned, official and employee liability, workers' compensation claims, and risk of loss of employee or individual injury. The City handles these risks of loss through the purchase of commercial insurance policies. No significant reduction in insurance coverage occurred during the year. Also, there have been no settlement amounts that have exceeded insurance coverage.

## 11. TAX ABATEMENT

On July 15, 2008, the City entered into a real property tax abatement agreement with a local Company pursuant to provisions of Chapter 100 of the Revised Statutes of Missouri. The Company has committed to expending approximately \$40,000,000 in land, buildings, and equipment. The agreement provides 100% property tax abatement but requires the payment of PILOTS and other performance measures (maintaining certain employment levels). Prior to commencement of operations of the Project, the Company made a PILOT payment equal to 100% of the taxes due. During the next twelve years 100% of the of the property taxes on the Project site, the Project Improvements and the Project Equipment is abated. For the next seven succeeding years, 50% of the of the property taxes on the Project site, the Project Improvements and the Project Equipment is abated. The amount of taxes abated is unknown because an assessment was not made.

In 2015, the Company completed an expansion to its distribution center pursuant to the Enhanced Enterprise Zone program. This will allow a 100% property tax abatement on the improved real property for 10 years from the time of the Certificate of Occupancy. This results in \$146,899 per year in total taxes being abated. The City's portion of this abatement is \$19,414.

Tax Increment Financing (TIF) is also used to provide tax abatements. These abatements are explained in Note 14 below.

## 12. SELF INSURANCE

Effective January 1, 2014, the City and the Sikeston Board of Municipal Utilities entered into a self-insurance health insurance plan. This is accounted for using an internal service fund.

The plan provides health coverage to its employees through a minimum premium plan administered by HealthSCOPE Benefits, Inc. Under this plan, the City paid the administrator a monthly premium for claims administration, cost management, and specific stop loss coverage. The City reimbursed the administrator for claims paid up to the specific stop loss amount of \$60,000 per employee. Rates were charged by the internal service fund to the various City funds and the Board of Municipal Utilities to cover the monthly premium to the administrator, stop loss coverage and claims.

Claims liability is estimated using data supplied by the administrator. The claims activity was as follows:

Balance, June 30, 2020	\$ 1,539,539
Provision for Incurred Claims	944,012
Payment of Claims	<u>(1,273,623)</u>
	<u>\$ 1,209,928</u>

### 13. TAX INCREMENT FINANCING

On September 1, 2004, the City entered into an agreement with Sikeston Acquisitions, Inc. for the redevelopment of the northwest quadrant of the intersection of Main Street and Malone Avenue and has adopted tax increment financing (TIF). The City has agreed to issue TIF notes to be sold to Sikeston Acquisitions, Inc. to evidence the City's obligation to reimburse Sikeston Acquisitions, Inc. for verified Reimbursable Redevelopment Project Costs, up to a maximum aggregate principal amount of \$1,700,000.00. Reimbursable Redevelopment Project Costs include, but are not limited to, costs of studies, surveys, plans, tests and specifications, professional service costs, acquisition costs, costs of demolition of buildings and the clearing and grading of land, costs of construction of public works or improvements, issuance costs, and payment in lieu of taxes. The City will use TIF revenue, which is payments in lieu of taxes attributable to the increase in the current equalized assessed valuation of the area over and above the initial equalized assessed value of such property and 50% of the total additional revenues from taxes which are imposed by the City or other taxing districts and which are generated by economic activities within the area over such taxes generated by economic activities within the area in the calendar year ending December 31, 2003, to pay the interest and principal on the TIF obligations. As of June 30, 2010, \$1,650,000.00 of TIF notes had been issued. A balance of \$325,000.00 remains.

On October 15, 2012, the City entered into an agreement with Six Thirty Two LLC for the development of Lot One of Hospitality Subdivision and has adopted tax increment financing (TIF). The City has agreed to reimburse Six Thirty Two LLC for verified Reimbursable Project Costs, up to a maximum of \$431,262.00. The City will use TIF revenue, which is incremental real property taxes and economic activity taxes described in Sections 99.845.1(2)(a) and 99.845.3 of the Revised Statutes of Missouri, to reimburse these project costs. Payments will be made every February 1 and August 1 in an amount equal to all TIF Revenues, less \$1,000.00 administration fee to be retained by the City, that the City has received during the previous calculation period (January 1 to June 30 and July 1 to December 31). Six Thirty Two LLC has submitted a Certificate of Reimbursable Costs for \$421,463.00. Reimbursements of \$64,193.99 were made in the year ended June 30, 2021. A balance of \$15,239.60 remains to be paid from future TIF revenues.

On October 15, 2012, the City entered into an agreement with Select Sikeston Hospitality, LLC for the development of Lot Two of Hospitality Subdivision and has adopted tax increment financing (TIF). The City has agreed to reimburse Select Sikeston Hospitality, LLC for verified Reimbursable Project Costs, up to a maximum of \$475,000.00. The City will use TIF revenue, which is incremental real property taxes and economic activity taxes described in Sections 99.845.1(2)(a) and 99.845.3 of the Revised Statutes of Missouri, to reimburse these project costs. Payments will be made every February 1 and August 1 in an amount equal to all TIF Revenues, less \$1,000.00 administration fee to be retained by the City, that the City has received during the previous calculation period (January 1 to June 30 and July 1 to December 31). Select Sikeston Hospitality, LLC has submitted a Certificate of Reimbursable Costs for \$475,000.00. Reimbursements of \$53,231.40 were made in the year ended June 30, 2021. A balance of \$161,847.52 remains to be paid from future TIF revenues.

On May 6, 2015, the City entered into a redevelopment agreement with Sikeston Development Co., LLC regarding the Sikeston 60 West Tax Increment Financing Redevelopment Plan. The agreement requires the City to fund, subject to reimbursement from tax increment financing revenues, the extension of Hennings Drive, the extension of Stallcup Drive, and the construction of a new roadway connecting Hennings Drive and Stallcup Drive and the City will use tax increment financing revenues to reimburse Sikeston Development Co., LLC for certain other project costs. On May 2, 2016, the City entered into an amended and restated redevelopment agreement with Sikeston Development Co., LLC and Cotton Ridge Development Co., LLC regarding this redevelopment plan. Sikeston Development Co., LLC has assigned its interest in portions of the property in RPA 1 to Cotton Ridge Development Co., LLC. On August 19, 2016, Sikeston Development Co., LLC submitted a Certificate of Reimbursable Costs for \$800,000.00, the maximum approved. Cotton Ridge Development Co., LLC submitted Certificates totaling \$642,921.57 through June 30, 2021. The developers are allowed 4.5% per annum interest on their costs. On each payment date, the City shall apply the TIF Revenues, first the sum of \$1,000 shall be retained by the City as an administrative fee, with the balance paid 46.7% to the City to be applied as provided in the Cooperation Agreement and 53.3% paid to the Developer for Reimbursable Developer Costs. Unless otherwise agreed to by the Developers, the TIF Revenues paid to the Developers shall be paid first to Sikeston Development Co., LLC until all their reimbursable costs have been paid and then to Cotton Ridge Development Co., LLC until all their reimbursable costs have been paid. Reimbursements of \$79,477.00 were made to the developer in the year ended June 30, 2021. A principal balance of \$688,880.29 remains.

On February 6, 2017, the City entered into a parcel development agreement with Cotton Ridge Development Co., LLC and Rosewood Vanguard Corp. d/b/a Watami Sushi and Hibachi Steakhouse II. Cotton Ridge Development Co., LLC. has assigned its interest in portions of the property in RPA 1 to Rosewood Vanguard Corp. d/b/a Watami Sushi and Hibachi Steakhouse II. Rosewood Vanguard Corp. d/b/a Watami Sushi and Hibachi Steakhouse II will construct a restaurant on this parcel. TIF Revenues generated from this parcel will be paid to the Rosewood Vanguard Corp. d/b/a Watami Sushi and Hibachi Steakhouse II. On June 28, 2018, Rosewood Vanguard Corp. d/b/a Watami Sushi and Hibachi Steakhouse II submitted a Certificate of Reimbursable Costs for \$100,000.00. Reimbursements of \$40,075.61 were made in the year ended June 30, 2021. A balance of \$16,458.99 remains as of June 30, 2021.

The City entered into an Intergovernmental Cooperative Agreement with New Madrid County, Missouri on May 6, 2015 in connection with the Sikeston 60 West Tax Increment Financing Redevelopment Plan. The City agreed to advance the costs of the infrastructure improvements which amounted to \$800,000. The City shall apply tax increment financing revenues to pay administrative costs and then 46.7% of the remaining TIF Revenues to reimburse the City for costs of the infrastructure improvements plus 3% interest per annum. The cost of the infrastructure improvements will be amortized over a 15-year period. If the revenues are greater than the amortized cost of the improvements for the period, then revenues will be applied to the prepayment of the improvements. If the revenues are less than the amortized cost of the improvements for the period, then the County will pay to the City 50% of the shortfall. After the 15-year amortization period, the City will reimburse the County from TIF Revenues until fully reimbursed. The County paid the City \$14,247.28 during the year ended June 30, 2021. As of June 30, 2021, the County has paid the City \$71,253.17.

On May 2, 2016, the City entered into a parcel development agreement with Cotton Ridge Development Co., LLC (Developer) and Midas Cotton Ridge, LLC (Sub – Developer) for the development of the portion of the Redevelopment Area described as “RPA 2A” in the Redevelopment Plan and has adopted tax increment financing (TIF). The City has agreed to reimburse Cotton Ridge Development Co., LLC for verified Reimbursable Project Costs, up to a maximum of \$2,900,000 plus interest on such costs accruing at a rate of 4.5% per annum from the date approved by the City. The City will use TIF revenue, which is incremental real property taxes and economic activity taxes described in Sections 99.845.1(2)(a) and 99.845.3 of the Revised Statutes of Missouri, to reimburse these project costs. Payments will be made every February 1, May 1, August 1, and November 1 in an amount equal to all TIF Revenues, less \$1,000.00 administration fee to be retained by the City, that the City has received during the previous calculation period. Cotton Ridge Development Co., LLC has submitted Certificates of Reimbursable Costs totaling \$854,829.31 through June 30, 2021. Reimbursements of \$51,773.87 were made in the year ended June 30, 2021. A principal balance of \$831,007.23 remains as of June 30, 2021.

Midas Cotton Ridge, LLC has been approved for \$400,000.00 of Certificated of Reimbursable Costs. Reimbursements of \$30,343.84 were made in the year ended June 30, 2021. A balance of \$340,845.64 remains as of June 30, 2021.

#### 14. SUBSEQUENT EVENTS

After June 30, 2021, the City approved the purchase of two Ford F250 trucks and vehicles extrication equipment in the amount of \$123,518. The City also approved a lease purchase of a dump truck in the amount of \$186,670. Other various capital assets totaling \$159,245 were approved by the City. All capital assets are expected to be received and paid for in the year ended June 30, 2022.

On July 13, 2021, the City issued Special Obligation and Refunding and Improvement Bonds in the amount of \$13,465,000. Principal payments are due in varying installments and due annually on June 1. Interest accrues at rates ranging from 2.00 percent to 3.00 percent. The bonds will mature on June 1, 2041. The funds will be used for infrastructure improvements to the South Industrial Park and to refinance the Department of Safety Building.

On July 27, the City issued \$85,000,000 Industrial Revenue Bonds to provide economic financial assistance to Carlisle Construction Materials, LLC, a private entity. The debt service of these issues will be paid solely from the private entity through lease agreements; therefore, the issues will not constitute a debt of the City, and accordingly, will not be included in the City’s Statement of Net Position.

In October 2021, the City awarded a bid to a local contractor in the amount of \$3,181,899 for the South Industrial Park Improvements.

During the year end June 30, 2021, the City suffered damages to one of their vehicles. The damages were covered by insurance. In October 2021, the City received a settlement of \$100,000, which is anticipated to go to the insurance company for their expenditures.

15. PRIOR PERIOD ADJUSTMENTS

In previous years, the government-wide statements and fund financial statements were reported on the accrual basis of accounting. The governmental funds were reported on the modified accrual basis of accounting. In fiscal year 2021, the financial statements have been prepared on the modified cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles. Management also believes that the modified cash basis of accounting more accurately reflects the City’s financial position and results of operations. Net positions and fund balances have been adjusted as of July 1, 2020 for the effect of retroactive application of the new basis of accounting as follows:

<u>Opinion Unit</u>	<u>Change in Assets</u>	<u>Change in Liabilities</u>	<u>Change in Net Position</u>
Government-wide Financials	\$ (4,437,680)	\$ (1,836,230)	\$ (2,601,450)
General Fund	(755,680)	(362,176)	(393,504)
Sales Tax Trust Fund	(331,402)	-0-	(331,402)
Capital Improvement Sales Tax Fund	(165,660)	(93,413)	(72,247)
Transportation Sales Tax Fund	(165,786)	(47,768)	(118,018)
Aggregate Remaining Governmental Funds	(136,707)	(141,914)	5,207
Internal Service Fund	-0-	(108,552)	108,552



SUPPLEMENTARY INFORMATION

## CITY OF SIKESTON, MISSOURI

## BUDGETARY COMPARISON SCHEDULE - GENERAL FUND

Year Ended June 30, 2021

	Budgeted Amounts		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Amended		
<b>REVENUES:</b>				
Taxes	\$ 5,275,254	\$ 5,275,254	\$ 6,316,385	\$ 1,041,131
Licenses and Permits	241,798	241,798	277,843	36,045
Intergovernmental	766,186	766,186	1,278,092	511,906
Charges for Services	1,773,395	1,773,395	1,818,451	45,056
Rents and Leases	95,580	95,580	53,400	(42,180)
Interest Income	78,000	78,000	98,598	20,598
Other	132,289	132,289	75,845	(56,444)
<b>TOTAL REVENUES</b>	<b>\$ 8,362,502</b>	<b>\$ 8,362,502</b>	<b>\$ 9,918,614</b>	<b>\$ 1,556,112</b>
<b>EXPENDITURES:</b>				
General Government:				
General Government	\$ 2,607,944	\$ 2,738,808	\$ 2,579,674	\$ 159,134
City Council	2,807	2,807	2,236	571
City Manager	239,111	249,044	251,013	(1,969)
City Counselor	50,450	50,450	40,198	10,252
Total General Government	\$ 2,900,312	\$ 3,041,109	\$ 2,873,121	\$ 167,988
Administrative Services:				
City Clerk	\$ 122,229	\$ 127,450	\$ 120,190	\$ 7,260
City Treasurer	266,928	269,978	236,289	33,689
City Collector	158,580	177,953	162,498	15,455
Information Technology	439,956	442,156	423,708	18,448
Total Administrative Services	\$ 987,693	\$ 1,017,537	\$ 942,685	\$ 74,852
Public Safety:				
Administration/Detention	\$ 807,495	\$ 1,165,476	\$ 1,164,074	\$ 1,402
Police	3,261,971	3,388,266	2,886,532	501,734
Fire	1,558,566	1,638,391	1,567,851	70,540
Total Public Safety	\$ 5,628,032	\$ 6,192,133	\$ 5,618,457	\$ 573,676
Public Works:				
Director	\$ 264,154	\$ 271,987	\$ 265,271	\$ 6,716
Seasonal Mowing	52,325	52,325	27,166	25,159
Streets	39,750	44,750	34,193	10,557
Garage	137,069	141,124	139,764	1,360
Planning	416,094	416,094	322,786	93,308
Animal Control	178,945	238,420	228,077	10,343
Total Public Works	\$ 1,088,337	\$ 1,164,700	\$ 1,017,257	\$ 147,443
<b>TOTAL EXPENDITURES</b>	<b>\$ 10,604,374</b>	<b>\$ 11,415,479</b>	<b>\$ 10,451,520</b>	<b>\$ 963,959</b>
<b>EXCESS (DEFICIENCY OF REVENUES OVER EXPENDITURES)</b>	<b>\$ (2,241,872)</b>	<b>\$ (3,052,977)</b>	<b>\$ (532,906)</b>	<b>\$ 2,520,071</b>
Other Financing Sources (Uses)				
Transfers In	\$ 3,240,012	\$ 3,240,012	\$ 3,240,012	\$ -
Transfers Out	(850,254)	(850,254)	(816,253)	34,001
Total Other Financing Sources (Uses)	\$ 2,389,758	\$ 2,389,758	\$ 2,423,759	\$ 34,001
<b>EXCESS (DEFICIENCY) OF REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES</b>	<b>\$ 147,886</b>	<b>\$ (663,219)</b>	<b>\$ 1,890,853</b>	<b>\$ 2,554,072</b>
FUND BALANCE, July 1, 2020			3,716,531	
PRIOR PERIOD ADJUSTMENT			(393,504)	
FUND BALANCE, June 30, 2021			\$ 5,213,880	

See Accompanying Notes to the Basic Financial Statements.

CITY OF SIKESTON, MISSOURIBUDGETARY COMPARISON SCHEDULE -  
SALES TAX TRUST FUND

Year Ended June 30, 2021

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Amended</u>		
<u>REVENUES:</u>				
Taxes	\$ 3,150,000	\$ 3,150,000	\$ 3,634,372	\$ 484,372
Interest Income	13,528	13,528	21,511	7,983
TOTAL REVENUES	<u>\$ 3,163,528</u>	<u>\$ 3,163,528</u>	<u>\$ 3,655,883</u>	<u>\$ 492,355</u>
<u>EXPENDITURES:</u>				
General Government	\$ 40,300	\$ 49,614	\$ 49,844	\$ (230)
TOTAL EXPENDITURES	<u>\$ 40,300</u>	<u>\$ 49,614</u>	<u>\$ 49,844</u>	<u>(230)</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>\$ 3,123,228</u>	<u>\$ 3,113,914</u>	<u>\$ 3,606,039</u>	<u>\$ 492,125</u>
<u>OTHER FINANCING SOURCES (USES):</u>				
Transfers In	\$ -	\$ -	\$ -	\$ -
Transfers Out	<u>(3,123,226)</u>	<u>(3,123,226)</u>	<u>(3,123,226)</u>	<u>-</u>
TOTAL OTHER FINANCING SOURCES (USES)	<u>\$ (3,123,226)</u>	<u>\$ (3,123,226)</u>	<u>\$ (3,123,226)</u>	<u>\$ -</u>
TOTAL REVENUES OVER (UNDER) OTHER FINANCING SOURCES (USES)	<u>\$ 2</u>	<u>\$ (9,312)</u>	\$ 482,813	<u>\$ 492,125</u>
FUND BALANCE, July 1, 2020			1,012,087	
PRIOR PERIOD ADJUSTMENT			<u>(331,402)</u>	
FUND BALANCE, June 30, 2021			<u>\$ 1,163,498</u>	

See Accompanying Notes to the Basic Financial Statements.

## CITY OF SIKESTON, MISSOURI

BUDGETARY COMPARISON SCHEDULE -  
CAPITAL IMPROVEMENT SALES TAX FUND

Year Ended June 30, 2021

	Budgeted Amounts		Actual	Variance with Final Budget Favorable (Unfavorable)
	Original	Amended		
<b>REVENUES:</b>				
Taxes	\$ 1,600,450	\$ 1,600,450	\$ 1,815,926	\$ 215,476
Intergovernmental	145,200	145,200	134,092	(11,108)
Interest Income	4,000	4,000	20,722	16,722
Other	2,000	2,000	59,166	57,166
<b>TOTAL REVENUES</b>	<b>\$ 1,751,650</b>	<b>\$ 1,751,650</b>	<b>\$ 2,029,906</b>	<b>\$ 278,256</b>
<b>EXPENDITURES:</b>				
General Government	\$ 55,812	\$ 132,627	\$ 131,232	\$ 1,395
Public Safety:				
Administration/Detention	415,017	415,017	413,589	1,428
Police	267,500	333,707	300,398	33,309
Fire	293,000	373,127	372,401	726
Emergency Management	3,000	3,000	3,795	(795)
Public Works:				
Director	1,100	1,100	-	1,100
Streets	489,600	514,231	396,951	117,280
Garage	8,800	8,800	5,267	3,533
Planning	10,800	10,800	6,281	4,519
Animal Control	9,500	9,500	3,444	6,056
Parks and Recreation	161,600	219,423	179,182	40,241
Airport	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,715,729</b>	<b>\$ 2,021,332</b>	<b>\$ 1,812,540</b>	<b>208,792</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>\$ 35,921</b>	<b>\$ (269,682)</b>	<b>\$ 217,366</b>	<b>\$ 487,048</b>
<b>OTHER FINANCING SOURCES (USES):</b>				
Transfers In	\$ -	\$ -	\$ -	\$ -
Transfers Out	-	(763,796)	(763,796)	-
Sale of Capital Assets	-	-	63,500	63,500
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>\$ -</b>	<b>\$ (763,796)</b>	<b>\$ (700,296)</b>	<b>\$ 63,500</b>
<b>TOTAL REVENUES OVER (UNDER) OTHER FINANCING SOURCES (USES)</b>	<b>\$ 35,921</b>	<b>\$ (1,033,478)</b>	<b>\$ (482,930)</b>	<b>\$ 550,548</b>
FUND BALANCE, July 1, 2020			1,224,386	
PRIOR PERIOD ADJUSTMENT			(72,247)	
FUND BALANCE, June 30, 2021			\$ 669,209	

See Accompanying Notes to the Basic Financial Statements.

CITY OF SIKESTON, MISSOURI

BUDGETARY COMPARISON SCHEDULE -  
TRANSPORTATION SALES TAX FUND

Year Ended June 30, 2021

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Amended</u>		
<u>REVENUES:</u>				
Taxes	\$ 1,575,000	\$ 1,575,000	\$ 1,816,549	\$ 241,549
Charges for Services	-	-	15	15
Interest Income	12,000	12,000	21,296	9,296
Other	100	100	100,187	100,087
<b>TOTAL REVENUES</b>	<b>\$ 1,587,100</b>	<b>\$ 1,587,100</b>	<b>\$ 1,938,047</b>	<b>\$ 350,947</b>
<u>EXPENDITURES:</u>				
Public Works:				
Streets	6,328,834	6,328,834	2,217,949	4,110,885
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,328,834</b>	<b>\$ 6,328,834</b>	<b>\$ 2,217,949</b>	<b>\$ 4,110,885</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>\$ (4,741,734)</b>	<b>\$ (4,741,734)</b>	<b>\$ (279,902)</b>	<b>\$ 4,461,832</b>
<u>OTHER FINANCING SOURCES (USES):</u>				
Transfers In	\$ 68,000	\$ 68,000	\$ 797,796	\$ 729,796
Transfers Out	(116,786)	(116,786)	(116,786)	-
Loan Proceeds	4,858,520	4,858,520	-	(4,858,520)
Loan Payment	(68,000)	(68,000)	-	68,000
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>\$ 4,741,734</b>	<b>\$ 4,741,734</b>	<b>\$ 681,010</b>	<b>\$ (4,060,724)</b>
<b>TOTAL REVENUES OVER (UNDER) OTHER FINANCING SOURCES (USES)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 401,108</b>	<b>\$ 401,108</b>
FUND BALANCE, July 1, 2020			949,517	
PRIOR PERIOD ADJUSTMENT			(118,018)	
<b>FUND BALANCE, June 30, 2021</b>			<b>\$ 1,232,607</b>	

See Accompanying Notes to the Basic Financial Statements.

CITY OF SIKESTON, MISSOURI

NOTES TO BUDGETARY COMPARISON SCHEDULES

June 30, 2021

1. BUDGETARY INFORMATION

The Budgetary Comparison Schedules are presented as required supplementary information to present comparisons of legally adopted budgets with the actual data. On June 8, 2020, a public hearing was held in connection with adoption of the proposed budget for 2021. The budget was amended on June 30, 2021. The City follows these procedures in establishing the budgetary data reflected in the financial statements.

1. Prior to June 30, the City Manager submits to the City Council, a proposed operating budget for the fiscal year commencing the following July 1. The operating budget includes proposed expenditures and the means of financing them.
2. Prior to July 1, the budget is legally enacted through passage of an ordinance.
3. The City Manager is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures of any fund must be approved by the City Council.
4. Formal budgetary integration is employed as a management control device during the year for all funds.
5. Budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).
6. Budgeted amounts are as originally adopted or amended by the City Council.
7. Appropriations expire at the end of the fiscal year at which time a new budget for the ensuing year is adopted.

Actual expenditures in the Main and Malone TIF District Fund exceeded budgetary limits by \$51,557 for the year ended June 30, 2021.

ADDITIONAL SUPPLEMENTARY INFORMATION

CITY OF SIKESTON MISSOURI  
 COMBINING BALANCE SHEET -  
NONMAJOR GOVERNMENTAL FUNDS - MODIFIED CASH BASIS

June 30, 2021

	Economic Development Fund	Essex Property Fund	Park Fund	Municipal Court Fund	Library Fund	Tourism Fund	Airport Fund	E911 Fund	60/61 TIF District Fund	Hwy 60 West TIF District Fund	Main and Malone TIF District Fund	Sikeston Economic Development Fund	Total Nonmajor Governmental Funds
<u>ASSETS</u>													
<u>CURRENT ASSETS:</u>													
Cash on Hand	\$ -	\$ -	\$ -	\$ 183	\$ 398	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 581
Cash and Cash Equivalents	95,901	305,562	184,667	85,192	445,526	19,919	176,598	386,543	12,426	14,134	92,258	508,204	2,326,930
Certificate of Deposit	-	-	-	-	300,000	-	-	-	-	-	-	-	300,000
Receivables	-	-	13	-	-	-	-	-	-	-	-	-	13
Inventory	-	-	-	-	-	-	45,782	-	-	-	-	-	45,782
Prepaid Expenditures	-	-	-	-	-	-	-	129	-	-	-	-	129
Due From Other Funds	-	-	2,353	-	1,858	-	-	-	-	-	-	-	4,211
<b>TOTAL CURRENT ASSETS</b>	<b>\$ 95,901</b>	<b>\$ 305,562</b>	<b>\$ 187,033</b>	<b>\$ 85,375</b>	<b>\$ 747,782</b>	<b>\$ 19,919</b>	<b>\$ 222,380</b>	<b>\$ 386,672</b>	<b>\$ 12,426</b>	<b>\$ 14,134</b>	<b>\$ 92,258</b>	<b>\$ 508,204</b>	<b>\$ 2,677,646</b>
<u>LIABILITIES AND FUND BALANCE</u>													
<u>LIABILITIES:</u>													
Accounts Payable	\$ -	\$ -	\$ -	\$ 2,178	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,178
Municipal Court	-	-	-	9,722	-	-	-	-	-	-	-	-	9,722
Accrued Payroll Liabilities	-	-	-	26	-	-	20	-	-	-	-	-	46
Damage Deposits	-	3,000	4,875	-	-	-	-	-	-	-	-	-	7,875
<b>TOTAL LIABILITIES</b>	<b>\$ -</b>	<b>\$ 3,000</b>	<b>\$ 4,875</b>	<b>\$ 11,926</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 19,821</b>
<u>FUND BALANCE:</u>													
Nonspendable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,782	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,782
Restricted	-	-	182,158	-	747,782	19,919	-	386,672	12,426	14,134	92,258	508,204	1,963,553
Committed	-	-	-	-	-	-	176,578	-	-	-	-	-	176,578
Assigned	95,901	302,562	-	73,449	-	-	-	-	-	-	-	-	471,912
Unassigned	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL FUND BALANCE</b>	<b>\$ 95,901</b>	<b>\$ 302,562</b>	<b>\$ 182,158</b>	<b>\$ 73,449</b>	<b>\$ 747,782</b>	<b>\$ 19,919</b>	<b>\$ 222,360</b>	<b>\$ 386,672</b>	<b>\$ 12,426</b>	<b>\$ 14,134</b>	<b>\$ 92,258</b>	<b>\$ 508,204</b>	<b>\$ 2,657,825</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$ 95,901</b>	<b>\$ 305,562</b>	<b>\$ 187,033</b>	<b>\$ 85,375</b>	<b>\$ 747,782</b>	<b>\$ 19,919</b>	<b>\$ 222,380</b>	<b>\$ 386,672</b>	<b>\$ 12,426</b>	<b>\$ 14,134</b>	<b>\$ 92,258</b>	<b>\$ 508,204</b>	<b>\$ 2,677,646</b>

See Independent Auditors' Report.



CITY OF SKESTON, MISSOURI

COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES  
IN FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS - MODIFIED CASH BASIS

Year Ended June 30, 2021

	Economic Development Fund	Essex Property Fund	Park Fund	Municipal Court Fund	Library Fund	Tourism Fund	Airport Fund	E911 Fund	60/61 TIF District Fund	Hwy 60 West TIF District Fund	Main and Malone TIF District Fund	Sikeston Economic Development Fund	Total Nonmajor Governmental Funds
<b>REVENUES:</b>													
Taxes	\$ -	\$ -	\$ 447,468	\$ -	\$ 300,119	\$ 158,745	\$ -	\$ -	\$ 114,426	\$ 227,412	\$ 225,525	\$ -	\$ 1,473,695
Intergovernmental	250,000	-	4,799	6,123	50,709	-	136	-	-	-	-	-	311,767
Charges for Services	-	-	69,262	-	23,926	-	272,997	158,424	-	-	-	-	524,609
Fines	-	-	-	152,985	-	-	-	-	-	-	-	-	152,985
Rents and Leases	-	42,002	23,540	-	-	-	35,517	-	-	-	-	313,017	414,076
Interest Income	1,805	-	3,808	1,271	16,407	74	4,954	8,904	271	1,156	257	-	38,907
Other	-	51,572	19,167	-	20,925	-	150	-	-	-	-	-	91,814
<b>TOTAL REVENUES</b>	<b>\$ 251,805</b>	<b>\$ 93,574</b>	<b>\$ 568,044</b>	<b>\$ 160,379</b>	<b>\$ 412,086</b>	<b>\$ 158,819</b>	<b>\$ 313,754</b>	<b>\$ 167,328</b>	<b>\$ 114,697</b>	<b>\$ 228,568</b>	<b>\$ 225,782</b>	<b>\$ 313,017</b>	<b>\$ 3,007,853</b>
<b>EXPENDITURES:</b>													
General Government	\$ 243,545	\$ 21,679	\$ -	\$ 196,902	\$ 424,174	\$ 149,924	\$ -	\$ -	\$ 117,425	\$ 230,846	\$ 218,557	\$ -	\$ 1,603,052
Public Safety	-	-	-	-	-	-	-	731,034	-	-	-	263,490	994,524
Public Works	-	-	807,400	-	-	-	409,006	-	-	-	-	-	1,216,406
<b>TOTAL EXPENDITURES</b>	<b>\$ 243,545</b>	<b>\$ 21,679</b>	<b>\$ 807,400</b>	<b>\$ 196,902</b>	<b>\$ 424,174</b>	<b>\$ 149,924</b>	<b>\$ 409,006</b>	<b>\$ 731,034</b>	<b>\$ 117,425</b>	<b>\$ 230,846</b>	<b>\$ 218,557</b>	<b>\$ 263,490</b>	<b>\$ 3,813,982</b>
REVENUES OVER (UNDER) EXPENDITURES	\$ 8,260	\$ 71,895	\$ (239,356)	\$ (36,523)	\$ (12,088)	\$ 8,895	\$ (95,252)	\$ (563,706)	\$ (2,728)	\$ (2,278)	\$ 7,225	\$ 49,527	\$ (806,129)
<b>OTHER FINANCING SOURCES (USES):</b>													
Transfers In	\$ -	\$ -	\$ 226,852	\$ 42,644	\$ -	\$ -	\$ 55,684	\$ 460,073	\$ -	\$ -	\$ -	\$ -	\$ 785,253
Transfers Out	(3,000)	-	-	-	-	-	-	-	-	-	-	-	(3,000)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>\$ (3,000)</b>	<b>\$ -</b>	<b>\$ 226,852</b>	<b>\$ 42,644</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 55,684</b>	<b>\$ 460,073</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 782,253</b>
TOTAL REVENUES OVER (UNDER) EXPENDITURES	\$ 5,260	\$ 71,895	\$ (12,504)	\$ 6,121	\$ (12,088)	\$ 8,895	\$ (39,568)	\$ (103,633)	\$ (2,728)	\$ (2,278)	\$ 7,225	\$ 49,527	\$ (23,876)
FUND BALANCE, July 1, 2020	90,504	231,417	173,810	58,945	755,356	14,708	262,246	468,026	23,564	24,492	121,214	452,212	2,676,494
PRIOR PERIOD ADJUSTMENT	137	(750)	20,852	8,383	4,514	(3,684)	(318)	22,279	(8,410)	(8,080)	(36,181)	6,465	5,207
<b>FUND BALANCE, June 30, 2021</b>	<b>\$ 95,901</b>	<b>\$ 302,562</b>	<b>\$ 182,158</b>	<b>\$ 73,449</b>	<b>\$ 747,782</b>	<b>\$ 19,919</b>	<b>\$ 222,360</b>	<b>\$ 386,672</b>	<b>\$ 12,426</b>	<b>\$ 14,134</b>	<b>\$ 92,258</b>	<b>\$ 508,204</b>	<b>\$ 2,657,825</b>

See Independent Auditors' Report.

CITY OF SIKESTON, MISSOURIBALANCE SHEET -  
LIBRARY FUND - MODIFIED CASH BASIS

June 30, 2021

	<u>Library Fund</u>
<u>ASSETS</u>	
<u>CURRENT ASSETS:</u>	
Cash on Hand	\$ 398
Cash and Cash Equivalents	445,526
Certificate of Deposit	300,000
Due from Other Funds	1,858
Total Current Assets	<u>\$ 747,782</u>
 TOTAL ASSETS	 <u>\$ 747,782</u>
<u>LIABILITIES AND FUND BALANCE</u>	
<u>LIABILITIES:</u>	<u>\$ -</u>
<u>FUND BALANCE:</u>	
Nonspendable	\$ -
Restricted	-
Committed	-
Assigned	747,782
Unassigned	-
TOTAL FUND BALANCE	<u>\$ 747,782</u>
 TOTAL LIABILITIES AND FUND BALANCE	 <u>\$ 747,782</u>

See Independent Auditors' Report.

## CITY OF SIKESTON, MISSOURI

BUDGETARY COMPARISON SCHEDULE -  
LIBRARY FUND

Year Ended June 30, 2021

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Amended</u>		
<u>REVENUES:</u>				
Taxes:				
Real Estate Tax	\$ 212,000	\$ 219,000	\$ 221,645	\$ 2,645
Personal Property Tax	73,000	89,000	78,474	(10,526)
Intergovernmental:				
State Shared	2,000	10,000	10,000	-
Riverside Regional Library	15,000	15,000	15,000	-
Athlete & Entertainers Tax	-	1,700	1,697	(3)
New Madrid County Library Tax	15,000	15,000	15,000	-
Summer Reading Program Grant	-	1,613	1,614	1
CARES Act Reimbursement	-	-	1,031	1,031
Miscellaneous Grants	-	-	6,367	6,367
Charges for Services:				
Passport Photos & Fees	7,000	8,500	10,370	1,870
Library Fines and Fees	5,000	5,000	2,898	(2,102)
Book Sales	2,000	3,600	3,630	30
Copies, Fac, Lost Books	6,000	6,000	6,201	201
Library Cards	1,000	1,000	827	(173)
Interest Income:	11,000	9,000	16,407	7,407
Other:				
Donations	2,000	2,300	2,440	140
Insurance Proceeds	-	14,422	14,422	-
Miscellaneous Revenue	-	2,000	4,063	2,063
<b>TOTAL REVENUES</b>	<b>\$ 351,000</b>	<b>\$ 403,135</b>	<b>\$ 412,086</b>	<b>\$ 8,951</b>
<u>EXPENDITURES:</u>				
Personnel Services	226,388	231,713	223,235	8,478
Professional Services	2,000	1,500	1,500	-
Contractual Services	53,650	68,450	68,108	342
Maintenance and Operations	64,200	64,700	61,301	3,399
Capital Outlay	5,000	70,100	70,030	70
<b>TOTAL EXPENDITURES</b>	<b>\$ 351,238</b>	<b>\$ 436,463</b>	<b>\$ 424,174</b>	<b>12,289</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>				
	<b>\$ (238)</b>	<b>\$ (33,328)</b>	<b>\$ (12,088)</b>	<b>\$ 21,240</b>
FUND BALANCE, July 1, 2020			755,356	
PRIOR PERIOD ADJUSTMENT			4,514	
FUND BALANCE, June 30, 2021			<u>\$ 747,782</u>	

See Independent Auditors' Report.

CITY OF SIKESTON, MISSOURI  
Sikeston, Missouri

SCHEDULE OF FINDINGS AND RESPONSES

For the Year Ended June 30, 2021

2021-001 Adequate Expenditure Support

Criteria: The City should ensure all payroll transactions agree to their supporting documentation.

Condition: We tested payroll transactions totaling \$29,135. Of those transactions, two timesheets did not match the hours paid and one contract salary did not equal what was paid.

Cause: The City lacks an internal control to review payroll information entered.

Effect: Lack of internal controls over payroll information allowed three payroll checks to be incorrect.

Recommendation: We recommend the City put internal controls in place to ensure the correct amounts are paid to employees.

Views of Response  
Officials:

In regard to the salaried employee: paperwork documenting a change in compensation is seldom forwarded to payroll prior to the effective date. When that happens, adjustments are made on the first pay date following receipt of the documentation. The adjustment was made prior to the audit.

Since compensation adjustments are not made until payroll receives a signed compensation record, this problem will persist.

As for the two timesheets that were paid incorrectly, both were clerical input errors and were corrected prior to the audit. Due to staff shortages, review of payroll input was discontinued for a short time. Now that the division is at full staff, payroll is once again being reviewed by a second person.

2021-002 Actual Fund Expenditures Exceeded Budgetary Limits

Criteria:	According to Section 67.080, RSMo, no expenditure of public monies shall be made unless it is authorized in the budget.
Condition:	Actual expenditures of the Main and Malone TIF District Fund exceeded budgetary limits by \$51,557.
Cause:	The Council authorized expenditures were not accounted for in the year-end budget addendum.
Effect:	The City is not in compliance with state budgetary law.
Recommendation:	If non-budgeted expenditures are necessary, the budget should be amended in accordance with the provision of Chapter 67 of the Revised Missouri Statutes.

Views of Response

Officials:

The City of Sikeston collects EATS, PILOT and TDD Sales Tax for the Main and Malone Transportation Development District. Those funds are then distributed to UMB Bank, who holds the note on the Main and Malone TIF District. UMB Transfers the payments on May 1 and August 1. When the year end balance was estimated for the Main and Malone Fund, it was assumed the total payment for the fiscal year would be the same as fiscal year 2020. It was not. The fiscal year 2021 payments were greater than the fiscal year 2020 payments.

In the future, staff will contact UMB and confirm the amount of the May payment for consideration of any budget amendment that needs to be made prior to the end of the fiscal year. This should prohibit expending more funds than budgeted.

# **Council Letter**

---

Date of Meeting: 22-02-28

Originating Department: Finance Department

To the Mayor and City Council:

Subject: Cyber Security

Attachment(s):

1. Quote from Broadtek

Action Options:

1. Authorize the purchase and installation of SecurID by BroadTek
2. Other action Council may deem appropriate

Background:

Cyber security has become a huge topic of concern for municipalities. Locally, both Poplar Bluff and Cape Girardeau have been victimized. The City carries cyber insurance. When city staff submitted the renewal of the application for our cyber insurance policy, we were informed we would be automatically declined from carriers unless we implemented multi-factor access for the following:

- (1) Remote access to the network and cloud services (including 3<sup>rd</sup> party vendors)
- (2) Remote access to email
- (3) Back-ups
- (4) Privileged/Admin Users

A quote was obtained from Broadtek for the software and installation. The software can be obtained through other vendors, but the price is the same. We chose to purchase it from Broadtek because they will perform the installation. We did not contact other vendors for this service as we try to limit those that have access to our computer network, and we already have a relationship with Broadtek.

Software and installation total \$29,860.80 for three years. After three (3) years we will have an annual subscription license fee for smart phones that will cost about \$2,500 per year.

RSA Quote - 3 years 130 Users

Quote #2101122 v4

Prepared For:

**City of Sikeston**

Samuel Villagrana  
105 E Center  
Sikeston, MO 63801

P: (573) 471-2512

E: svillagrana@sikeston.org

Prepared By:

**Broadtek**

Gavin Thomas  
1315 Broadway  
Cape Girardeau, MO 63701

P: 573-335-5157

E: gthomas@gobroadtek.com

Date Issued:

**02.18.2022**

Expires:

**03.15.2022**

Hardware	Price	Qty	Ext. Price
<b>RSA SecurID SID700 Key Fob - AES - 3Year Validity - Token 10 Pack</b>	\$655.00	3	\$1,965.00
Subtotal			<b>\$1,965.00</b>

Licensing	Price	Qty	Ext. Price
<b>RSA Authentication Manager (SecurID Access) v.8.0 Base Edition - License - 1 User (Perpetual)</b>	\$83.00	130	\$10,790.00
<b>RSA SecurID Enhanced Maintenance 1 Month - (130 users x 36 months = 4680)</b>	\$1.56	4680	\$7,300.80
<b>RSA SecurID Software Token Seeds (SID820) - Subscription License - 1 User - 3 Year (SmartPhone Token)</b>	\$53.25	100	\$5,325.00
Subtotal			<b>\$23,415.80</b>

Services	Price	Qty	Ext. Price
<b>Broadtek Level III/IV Project Technician</b>	\$160.00	28	\$4,480.00
Subtotal			<b>\$4,480.00</b>

Quote Summary	Amount
Hardware	\$1,965.00
Licensing	\$23,415.80
Services	\$4,480.00
<b>Total:</b>	<b>\$29,860.80</b>

Taxes, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors. Pricing is valid for 30 days from the date on this proposal unless otherwise stated.

Acceptance	
<b>Broadtek</b>	<b>City of Sikeston</b>
Gavin Thomas	
Signature / Name	Signature / Name Initials
02/18/2022	
Date	Date

# **Council Letter**

---

Date of Meeting: 22-02-28

Originating Department: Finance Department

To the Mayor and City Council:

Subject: Resolution 22-02-01

Attachment(s):

1. Resolution 22-02-01

Action Options:

1. Approve Resolution 22-02-01
2. Other action Council may deem appropriate

Background:

This fiscal year, the City of Sikeston will receive more than \$750,000 in Federal Grant monies. This triggers a single audit which requires certain policies and procedures to be in place. City staff consulted with the auditors at Beussink, Hey, Roe & Stroder, L.L.C. regarding these requirements.

One of the suggestions was that we adopt a Code of Ethics. Resolution 22-02-01 meets that criterion.



## RESOLUTION 22-02-01

A RESOLUTION OF THE CITY OF SIKESTON, MISSOURI, adopting a Code of Ethics.

WHEREAS, the purpose of the City of Sikeston Code Ethics is to strengthen the quality of government through ethical principles which shall govern the conduct of the City's elected and appointed officials, and employees, who shall:

Be dedicated to the concepts of effective and democratic local government. Officials and staff shall honor and respect the principles of good citizenship by scrupulously observing the letter and spirit of laws, rules and regulations.

Affirm the dignity and worth of the services rendered by government and maintain a sense of social responsibility as a trusted public servant.

Be dedicated to the highest ideals of honor and integrity in all public and personal relationships. Officials and staff shall conduct themselves so as to maintain public confidence in city government and in the performance of the public trust. Officials and staff shall conduct their official and personal affairs in such a manner as to give the clear impression that they cannot be improperly influenced in the performance of their official duties.

Recognize that the chief function of local government at all times is to serve the best interests of all the public. Officials and staff shall treat their office as a public trust, only using the power and resources of public office to advance public interests, and not to attain personal benefit or pursue any other private interest incompatible with the public good.

Keep the community informed on municipal affairs; encourage communication between the citizens and all municipal officers; emphasize friendly and courteous service to the public; and seek to improve the quality and image of public service. Officials and staff shall assure that government is conducted openly, efficiently, equitably and honorable in a manner that permits the citizenry to make informed judgements and hold city officials accountable. Officials and staff shall safeguard public confidence in the integrity of city government by being honest, fair, caring and respectful and by avoiding conduct creating the appearance of impropriety or which is otherwise unbecoming a public official.

Seek no favor; believe that personal benefit or profit secured by confidential information or by issue of public time is dishonest.

- Business Interests. Officials and staff shall have no beneficial interest in any contract which may be made by, through or under his or her supervision, or for the benefit of his or her office, or accept directly or indirectly, any compensation, gratuity or reward in connection with such contract unless allowed under State law.
- Private Employment. Officials and staff shall not engage in, solicit, negotiate for, or promise to accept private employment or render services for private interests or conduct a private business when such employment, service or business creates a conflict with or impairs the property discharge of their official duties.
- Gifts. Officials and employees shall not directly or indirectly solicit any gift or accept or receive any gift whether it be money, services, loan, travel, entertainment, hospitality, promise, or any other form – under the following circumstances: (a) it could be reasonably inferred or expected that the gift was intended to influence the performance of official duties; or (b) the gift was intended to serve as a reward for any official action on the official's or employee's part.
- Investments in Conflict with Official Duties. Officials and employees shall not invest or hold any investment, directly or indirectly, in any financial

business, commercial or other private transaction that creates a conflict with their official duties.

- Personal Relationships. Personal relationships shall be disclosed in any instance where there could be the appearance of a conflict of interest.
- Business Relationships. Officials and staff shall not use staff time, equipment, or facilities for marketing or soliciting for private business activities.
- Reference Checking. Reference checking and responding to agency requests are a normal function of municipal business and is not prohibited if it does not adversely affect the operation of the City.

Not knowingly violate any Missouri statutes, City ordinance or regulation while performing their duties.

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Sikeston, Missouri, that it adopts this Code of Ethics.

Read this 28th day of February 2022, discussed and voted upon as follows:

Baker \_\_\_\_\_, Merideth \_\_\_\_\_, Self \_\_\_\_\_,  
Teachout \_\_\_\_\_, Williams \_\_\_\_\_, and Turnbow,  
thereby being \_\_\_\_\_.

\_\_\_\_\_  
Greg Turnbow, Mayor

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

Seal / Attest:

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

# **Council Letter**

---

Date of Meeting: 22-02-28

Originating Department: Finance Department

To the Mayor and City Council:

Subject: Adoption of Grant Policies and Procedures

Attachment(s):

1. Grant Policies and Procedures Federal Awards Administration

Action Options:

1. Approve the City of Sikeston Grant Policies and Procedures
2. Other action Council may deem appropriate

Background:

This fiscal year, the City of Sikeston will receive more than \$750,000 in Federal Grant monies. This triggers a single audit which requires certain policies and procedures to be in place. City staff consulted with the auditors at Beussink, Hey, Roe & Stroder, L.L.C. regarding these requirements.

The attached Grant Policies and Procedures outlines the City of Sikeston's process for complying with Federal Grant requirements. This policy covers the administration of Federal Grants applied for and received by the City of Sikeston.

CITY OF SIKESTON  
GRANT POLICIES AND PROCEDURES  
FEDERAL AWARDS ADMINISTRATION



FEBRUARY 28, 2022  
CITY OF SIKESTON  
Prepared by the Office of the City Treasurer

**City of Sikeston  
Policies and Procedures – Federal Awards Administration  
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**City of Sikeston**  
**Policies and Procedures – Federal Awards Administration**  
**Financial Management Systems**  
**Grant Administration**

---

1. Grant Development, Application, and Approval –

- a. Legislative Approval – The point at which City Council approval is required is determined by the requirements of the specific grant program. If the grant must be submitted by “an individual authorized by the City Council”, then City Council approval is required prior to submitting the application. If such City Council approval is not specifically required by the written terms of the grant, then the City Manager may, at his or her discretion, approve grant applications.
- b. Matching Funds – Grants that require cash local matches must be coordinated through the Finance Department. At a minimum, funds must be identified within the existing budget to provide the match, or a budget amendment will be required. Depending on the nature of the grant, there may also be some policy implications that will bear discussion. (For example, will the grant establish a level of service that cannot be sustained once the grant funds are depleted?)

In all cases involving matching funds, the grant applicant should contact the City Treasurer to determine the strategy for securing matching funds.

Refer to the section within this manual titled “Matching, Level of Effort, and Earmarking” for additional information on compliance.

- c. Grant Budgets – Most grants require the submission of an expenditure budget. The City Treasurer/designee should review this portion of the grant request prior to submission. Frequently, a technical review will discover inconsistencies in the calculations, cost centers that might have been overlooked, or identify reimbursable expenses of which program staff may not be aware—particularly in the indirect cost area.

Grant applicants should contact the City Treasurer/designee to request a technical review of a grant proposal budget.

2. Grant Program Implementation –

- a. Notification and Acceptance of an Award – Official notification of a grant award is typically sent by a funding agency to the Program Director and/or other official designated in the original grant proposal. However, the authorization to spend grant funds is derived from the City Council through the approval of the grant’s budget.

Adoption of the grant budget as a component of the Government-wide operating budget is deemed to be sufficient approval.

- b. Establishment of Accounts – The department that obtained the grant will provide the City Treasurer/designee with information needed to establish revenue and expenditure accounts for the project. Ordinarily, this information will include a copy of a summary of the project and a copy of the full project budget.
- c. Purchasing Guidelines – The City’s purchasing policies and procedures may apply to the expenditure of grant funds. The use of grant funds does not exempt any purchase from normal purchasing requirements. All typical paperwork and bidding requirements apply. All normal staff approvals apply. When in doubt, the Program Director should contact the City Treasurer/designee for further assistance.

3. Financial and Budgetary Compliance –

- a. Monitoring Grant Funds – Departments may use some internal mechanism (such as a spreadsheet) to monitor grant revenues, expenditures and budgetary compliance. The City Treasurer/designee maintains all this information in the City’s Accounting and Financial Reporting software system (Enterprise ERP) as well, and this is the City’s “official” accounting system by the granting agencies. Program Directors are strongly encouraged to use Enterprise ERP reports provided by the City Treasurer/designee for their grant tracking.

If any “off-system” accounting records are maintained, it is the responsibility of the Program Director to ensure that the program’s internal records agree to the City’s accounting system.

- b. Fiscal Years – Occasionally, the fiscal year for the granting agency will not coincide with the City’s fiscal year. This may require adjustments to the City’s internal budget accounts and interim financial reports as well as special handling during fiscal year-end close. It is the responsibility of the grant’s Program Director to bring such discrepancies to the attention of the City Treasurer/designee at the time the grant accounts are established.
- c. Grant Budgets – When the accounting structure for a grant is designed, it will include the budget that was prepared when the grant application was submitted. The terms of each specific grant will dictate whether any budget transfers between budgeted line items will be permitted. In no case will the Program Director be authorized to exceed the total budget authority provided by the grant.

If grant funds have not been totally expended by fiscal year-end, it is the responsibility of the Program Director to notify the City Treasurer/designee that budget funds need to be carried forward to the new fiscal year, and to confirm the

amounts of such carryforwards. Carryforwards of grant funds will be subjected to maximum allowable amounts/percentages based on the grant award agreement and/or the OMB Circular A-133 Compliance Supplement.

- d. Capital Assets – The City is responsible for maintaining an inventory of assets purchased with grant monies. The City is accountable for them and must make them physically available for inspection during any audit. The City Treasurer/designee must be notified immediately of any sale of these assets. Customarily, the proceeds of the sale can only be used on the grant program that purchased them. (Refer to the specific regulations governing the original grant).

The City Treasurer/designee will coordinate this grant requirement. All transactions that involve the acquisition or disposal of grant funded fixed assets must be immediately brought to the attention of the City Treasurer/designee. Refer to the section of this manual titled “Equipment and Real Property Management” for additional information.

#### 4. Record Keeping –

- a. Audit Work papers – The City’s external auditors audit all grants at the end of each fiscal year. The City Treasurer will work with the Program Directors to prepare the required audit workpaper.
- b. Record Keeping Requirements – Grant record keeping requirements may vary substantially from one granting agency to another. Consequently, a clear understanding of these grant requirements at the beginning of the grant process is vital. The Finance Director/designee will maintain copies of all grant draw requests, and approved grant agreements (including budgets). The Program Director should maintain all other records.

Refer to the section of this manual titled “Records Retention and Access” for additional information.

- 5. Other Guidelines – Specific information on policies and procedures related to compliance have been addressed later in this manual and should be considered along with the information in this section.



**City of Sikeston**  
**Policies and Procedures – Federal Awards Administration**  
**Uniform Administrative Requirements, Cost Principles and**  
**Audit Requirements**  
**General Information**

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Source of Information – Each year the Federal government (Office of Management and Budget) issues a comprehensive document on the compliance requirements each grant recipient is obligated to follow in general terms, along with program-specific guidance on various grant awards. There are 12 compliance requirements identified, each of which is considered individually below in this manual.

The following pages document the policies and procedures of the City related to compliance with such procedures, as applicable. In each year that the City is subject to a single audit, applicable compliance requirements are expected to be tested in detail by the City's independent auditors.

Objectives – The objectives of most compliance requirements are generic in nature. While the criteria for each program may vary, the main objective of the compliance requirement is relatively consistent across all programs. As such, the policies and procedures of the City have been based on the generic sense of the compliance requirement. For selected compliance requirements, this manual addresses the specific regulations applicable to individual grants. This is not intended to imply that a program is not subject to such policies if it is not specifically mentioned here. It is the intention of the City that all Federal awards are subject to the following policies and procedures.

Controls over Compliance – In addition to creating policies and procedures over compliance with provisions of Federal awards, the City has implemented internal controls over such compliance, generally in the form of administrative oversight and/or independent review and approval. To document these control activities, all independent reviews are signed/initialed and dated.

Documentation – The City will maintain adequate documentation to support both the compliance with applicable requirements as well as internal controls over such compliance. This documentation will be provided to the City's independent auditors and/or pass-through grantor agencies, as requested, during the single audit and program audits.

**City Council Policies.** The following policies have been separately reviewed and approved by the City Council, and are incorporated here by reference:

- **City Purchasing Policies and Procedures**
- **City Code of Ethics Policy**

**City of Sikeston**  
**Policies and Procedures – Federal Awards Administration**  
**Uniform Administrative Requirements, Cost Principles and Audit**  
**Requirements**  
**Activities Allowed/Unallowed and Allowable Costs/Cost Principles**

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Source of Governing Requirements – The requirements for activities allowed or unallowed are contained in program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

The requirements for allowable costs/cost principles are contained in Subpart E – Cost Principles of the federal government’s guidance, and the terms and conditions of the Federal awarding agency regulations.

In order to ensure compliance with these requirements, the City has implemented the following policies and procedures:

1. All grant expenditures will be in compliance with Subpart E of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, and the provisions of the grant award agreement will also be considered in determining allowability. Grant funds will only be used for expenditures that are considered reasonable and necessary for the administration of the program.
2. Grant expenditures will be authorized by the applicable Department Director and Central Services Director initially through the purchase order process and approved for payment by the Program Director or the Program Director’s Department Director when the payment request or invoice is received by the City. All vouchers requesting grant payments under the agreements must include a certification, signed by an official who is authorized to legally bind the City, which reads as follows: “By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).” Officials who can legally bind the City for the purpose of requesting grant payments includes the City Manager or the applicable Department Director, whose Department is responsible for managing a specific grant. This will be evidenced by a signature and date on the invoice.
3. With all purchases that require a purchase order, invoices are held in the Finance Department. The department that made the purchase will forward the invoice, with the appropriate account number and purchase order number to the Accounts Payable Clerk. An Accounts Payable Clerk checks to make sure invoices are correct as far as vendor, amounts, proper signatures for approval and ready for processing, and then they are batch input into the software system (Enterprise ERP)

for payment.

4. The total cost of a Federal award (including expenditures of program income) is the sum of the allowable direct and allocable indirect costs less any applicable credits.
5. Direct costs are those costs that can be identified specifically with a particular final cost objective, such as a Federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy. Typical costs charged directly to a Federal award are the compensation of employees who work on that award, their related fringe benefit costs, the costs of materials and other items of expense incurred for the Federal award. The salaries of administrative and clerical staff should normally be treated as indirect costs. Direct charging of these costs may be appropriate only if all the following conditions are met: (1) Administrative or clerical services are integral to a project or activity; (2) Individuals involved can be specifically identified with the project or activity; (3) Such costs are explicitly included in the budget or have the prior written approval of the Federal awarding agency; and (4) The costs are not also recovered as indirect costs.
6. Indirect costs are classified within two broad categories: "Facilities" and "Administration." "Facilities" is defined as depreciation on buildings, equipment and capital improvement, interest on debt associated with certain buildings, equipment and capital improvements, and operations and maintenance expenditures. "Administration" is defined as general administration and general expenses such as the director's office, accounting and personnel.
7. The City may elect to charge a de minimis indirect cost rate of 10% of modified total direct costs (MTDC) which may be used indefinitely, providing the City has received approval from the funding agency. Costs must be consistently charged as either indirect or direct costs but may not be double charged or inconsistently charged as both. If chosen, this methodology once elected must be used consistently for all Federal awards until such time as the City chooses to negotiate for a rate, which the City may apply to do at any time.
8. Applicable credits refer to those receipts or reduction-of-expenditure-type transactions that offset or reduce expense items allocable to the Federal award as direct or indirect costs. Examples of such transactions are: purchase discounts, rebates or allowances, recoveries or indemnities on losses, insurance refunds or rebates, and adjustments of overpayments or erroneous charges. To the extent that such credits accruing to or received by the City relate to allowable costs, they must be credited to the Federal award either as a cost reduction or cash refund, as appropriate.

Selected Items of Cost (includes common costs or potential future costs based on grants the City has received or may receive in the future)

1. **Advertising and public relations.** (a) The term advertising costs means the costs of advertising media and corollary administrative costs. Advertising media include magazines, newspapers, radio and television, direct mail, exhibits, electronic or computer transmittals, and the like. (b) The only allowable advertising costs are those which are solely for: (1) The recruitment of personnel required by the City for performance of a Federal award; (2) The procurement of goods and services for the performance of a Federal award; (3) The disposal of scrap or surplus materials acquired in the performance of a Federal award except when the City is reimbursed for disposal costs at a predetermined amount; or (4) Program outreach and other specific purposes necessary to meet the requirements of the Federal award. (c) The term "public relations" includes community relations and means those activities dedicated to maintaining the image of the City or maintaining or promoting understanding and favorable relations with the community or public at large or any segment of the public. (d) The only allowable public relations costs are: (1) Costs specifically required by the Federal award; (2) Costs of communicating with the public and press pertaining to specific activities or accomplishments which result from performance of the Federal award (these costs are considered necessary as part of the outreach effort for the Federal award); or (3) Costs of conducting general liaison with news media and government public relations officers, to the extent that such activities are limited to communication and liaison necessary to keep the public informed on matters of public concern, such as notices of funding opportunities, financial matters, etc. (e) Unallowable advertising and public relations costs include the following: (1) All advertising and public relations costs other than as specified in paragraphs (b) and (d) of this section; (2) Costs of meetings, conventions, convocations, or other events related to other activities of the City, including: (i) Costs of displays, demonstrations, and exhibits; (ii) Costs of meeting rooms, hospitality suites, and other special facilities used in conjunction with shows and other special events; and (iii) Salaries and wages of employees engaged in setting up and displaying exhibits, making demonstrations, and providing briefings; (3) Costs of promotional items and memorabilia, including models, gifts, and souvenirs; and (4) Costs of advertising and public relations designed solely to promote the City.
2. **Audit Services.** A reasonably proportionate share of the costs of audits required by, and performed in accordance with, the Single Audit Act Amendments of 1996 (31

U.S.C. 7501-7507), as implemented by requirements of this part and included in the approved budget, are allowable.

3. **Compensation—personal services.** Compensation for personal services includes all remuneration, paid currently, or accrued, for services of employees rendered during the period of performance under the Federal award, including but not necessarily limited to wages and salaries. Costs of compensation are allowable to the extent that they satisfy the specific grant requirements.
4. **Compensation—fringe benefits.** Fringe benefits are allowances and services provided by the City to its employees as compensation in addition to regular salaries and wages. Fringe benefits include, but are not limited to, the costs of leave (vacation, family-related, sick or military), employee insurance, pensions, and unemployment benefit plans. The costs of fringe benefits are allowable provided that the benefits are reasonable and are required by law, City-employee agreement, or an established policy of the City, and comply with applicable limitations.
5. **Conferences.** A conference is defined as a meeting, retreat, seminar, symposium, workshop or event whose primary purpose is the dissemination of technical information beyond the City and is necessary and reasonable for successful performance under the Federal award. Allowable conference costs paid by the City as a sponsor or host of the conference may include rental of facilities, speakers' fees, costs of meals and refreshments, local transportation, and other items incidental to such conferences unless further restricted by the terms and conditions of the Federal award.
6. **Equipment/ Capital.** (1) Capital expenditures for general purpose equipment, buildings, and land are unallowable as direct charges, except with the prior written approval of the Federal awarding agency or pass-through entity.(2) Capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a unit cost of \$5,000 or more have the prior written approval of the Federal awarding agency or pass-through entity.(3) Capital expenditures for improvements to land, buildings, or equipment which materially increase their value or useful life are unallowable as a direct cost except with the prior written approval of the Federal awarding agency, or pass-through entity.(4) When approved as a direct charge, capital expenditures will be charged in the period in which the expenditure is incurred, or as otherwise determined appropriate and negotiated with the Federal awarding agency.(5) Cost of equipment disposal. If the City is instructed by the

Federal awarding agency to otherwise dispose of or transfer the equipment the costs of such disposal or transfer are allowable.

7. **Housing Rehabilitation.** Home repairs that benefit low/moderate income homeowners that meet the current income requirements as established by HUD, the program function as outlined in the City's Housing Rehabilitation Program Guidelines, and comply with Federal Regulations Title 24, Part 570, Subpart C-570.202 and related HUD notices; are allowable.
  
8. **Maintenance & Repair Costs.** Costs incurred for utilities, insurance, security, necessary maintenance, janitorial services, repair, or upkeep of buildings and equipment (including Federal property unless otherwise provided for) which neither add to the permanent value of the property nor appreciably prolong its intended life, but keep it in an efficient operating condition, are allowable. Costs incurred for improvements which add to the permanent value of the buildings and equipment or appreciably prolong their intended life must be treated as equipment/capital expenditures. These costs are only allowable to the extent not paid through rental or other agreements.
  
9. **Memberships and Subscriptions.**
  - (a) Costs of the City's membership in business, technical, and professional organizations are allowable.
  - (b) Costs of the City's subscriptions to business, professional, and technical periodicals are allowable.
  - (c) Costs of membership in any civic or community organization are allowable with prior approval by the Federal awarding agency or pass-through entity.
  - (d) Costs of membership in any country club or social or dining club or organization are unallowable.
  - (e) Costs of membership in organizations whose primary purpose is lobbying are unallowable.
  
10. **Professional Services.**
  - (a) Costs of professional and consultant services rendered by persons who are members of a particular profession or possess a special skill, and who are not officers or employees of the City, are allowable, subject to paragraphs (b) and (c) when reasonable in relation to the services rendered and when not contingent upon recovery of the costs from the Federal Government. In addition, legal and related

services are limited under §200.435 Defense and prosecution of criminal and civil proceedings, claims, appeals and patent infringements.

(b) In determining the allowability of costs in a particular case, no single factor or any special combination of factors is necessarily determinative. However, the following factors are relevant:

- (1) The nature and scope of the service rendered in relation to the service required.
- (2) The necessity of contracting for the service, considering the City's capability in the particular area.
- (3) The past pattern of such costs, particularly in the years prior to Federal awards.
- (4) The impact of Federal awards on the City's business (i.e., what new problems have arisen).
- (5) Whether the proportion of Federal work to the City's total business is such as to influence the City in favor of incurring the cost, particularly where the services rendered are not of a continuing nature and have little relationship to work under Federal awards.
- (6) Whether the service can be performed more economically by direct employment rather than contracting.
- (7) The qualifications of the individual or concern rendering the service and the customary fees charged, especially on City funded activities.
- (8) Adequacy of the contractual agreement for the service (e.g., description of the service, estimate of time required, rate of compensation, and termination provisions).

(c) In addition to the factors in paragraph (b) of this section, to be allowable, retainer fees must be supported by evidence of bona fide services available or rendered.

#### 11. **Publications and Printing.**

(a) Publication costs for electronic and print media, including distribution, promotion, and general handling are allowable. If these costs are not identifiable with a particular cost objective, they should be allocated as indirect costs to all benefiting activities of the City.

- (b) Page charges for professional journal publications are allowable where:
- (1) The publications report work supported by the Federal Government; and
  - (2) The charges are levied impartially on all items published by the journal, whether or not under a Federal award.
  - (3) The City may charge the Federal award before closeout for the costs of publication or sharing of research results if the costs are not incurred during the period of performance of the Federal award.

12. **Training and Education.** The cost of training and education provided for employee development is allowable.

13. **Transportation.** Costs incurred for freight, express, cartage, postage, and other transportation services relating either to goods purchased, in process, or delivered, are allowable. When such costs can readily be identified with the items involved, they may be charged directly as transportation costs or added to the cost of such items. Where identification with the materials received cannot readily be made, inbound transportation cost may be charged to the appropriate indirect (F&A) cost accounts if the City follows a consistent, equitable procedure in this respect. Outbound freight, if reimbursable under the terms and conditions of the Federal award, should be treated as a direct cost.

14. **Travel.**

(a) General. Travel costs are the expenses for transportation, lodging, subsistence, and related items incurred by employees who are in travel status on official business of the City. Such costs may be charged on an actual cost basis, on a per diem or mileage basis in lieu of actual costs incurred, or on a combination of the two, provided the method used is applied to an entire trip and not to selected days of the trip, and results in charges consistent with those normally allowed in like circumstances in the City's non-federally-funded activities and in accordance with the City's written travel reimbursement policies. Notwithstanding the provisions of §200.444 General costs of government, travel costs of officials covered by that section are allowable with the prior written approval of the Federal awarding agency or pass-through entity when they are specifically related to the Federal award.

(b) Lodging and subsistence. Costs incurred by employees and officers for travel, including costs of lodging, other subsistence, and incidental expenses, must be considered reasonable and otherwise allowable only to the extent such costs do not exceed charges normally allowed by the City in its regular operations as the result of



the City's written travel policy. In addition, if these costs are charged directly to the Federal award documentation must justify that:

- (1) Participation of the individual is necessary to the Federal award; and
- (2) The costs are reasonable and consistent with the City's established travel policy.

(c) (1) Temporary dependent care costs (as dependent is defined in 26 U.S.C. 152) above and beyond regular dependent care that directly results from travel to conferences is allowable provided that:

- (i) The costs are a direct result of the individual's travel for the Federal award;
- (ii) The costs are consistent with the City's documented travel policy for all City travel; and
- (iii) Are only temporary during the travel period.

(2) Travel costs for dependents are unallowable, except for travel of duration of six months or more with prior approval of the Federal awarding agency. See also §200.432 Conferences.

(d) In the absence of an acceptable, written City policy regarding travel costs, the rates and amounts established under 5 U.S.C. 5701-11, ("Travel and Subsistence Expenses; Mileage Allowances"), or by the Administrator of General Services, or by the President (or his or her designee) pursuant to any provisions of such subchapter must apply to travel under Federal awards (48 CFR 31.205-46(a)).

(e) Commercial air travel.

(1) Airfare costs in excess of the basic least expensive unrestricted accommodations class offered by commercial airlines are unallowable except when such accommodations would:

- (i) Require circuitous routing;
- (ii) Require travel during unreasonable hours;
- (iii) Excessively prolong travel;
- (iv) Result in additional costs that would offset the transportation savings; or
- (v) Offer accommodations not reasonably adequate for the traveler's medical needs. The City must justify and document these conditions on a case-by-case basis in order for the use of first-class or business-class airfare to be allowable in such cases.

(2) Unless a pattern of avoidance is detected, the Federal Government will generally not question a City's determinations that customary standard airfare or other discount airfare is unavailable for specific trips if the City can demonstrate that such airfare was not available in the specific case.

**City of Sikeston**  
**Policies and Procedures – Federal Awards Administration**  
**Uniform Administrative Requirements, Cost Principles and Audit**  
**Requirements**  
**Cash Management**

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Source of Governing Requirements – The requirements for cash management are contained in the Section 200.305 of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards; program legislation; Federal awarding agency regulations; and the terms and conditions of the award.

In order to ensure compliance with these requirements, the City has implemented the following policies and procedures:

1. Requests for grant funds will be initiated by the grants Program Director who will determine the appropriate draw amount. Documentation of how this amount was determined will be retained and signed/dated.
2. Each request for grant funds will be reviewed by the City Manager or the Program Director's Department Director; who will certify the request by signing and dating the certification paperwork as evidence of the review.
3. Each request for grant funds will be subject to review and approval in the Finance Department.
4. Supporting documentation or a copy of the request for grant funds will be filed along with the approved paperwork described above and retained for audit purposes.

The City must make timely payment to contractors in accordance with the contract provisions. The grant reimbursement methods must minimize the time elapsing between the payment to the contractors by the City and the reimbursement of grant funds from the United States Treasury or the pass-through entity, whether the payment is made by electronic funds transfer or payment other means.

The City must be authorized to submit requests for reimbursements at least monthly when electronic fund transfers are not used, and as often as they like when electronic transfers are used.

The Federal awarding agency and pass-through entity must not require separate depository accounts for funds provided to the City or establish any eligibility requirements for depositories for funds provided to the City. However, the City must be able to account for the receipt, obligation and expenditure of funds.

**City of Sikeston**  
**Policies and Procedures – Federal Awards Administration**  
**Uniform Administrative Requirements, Cost Principles and Audit**  
**Requirements**  
**Davis-Bacon Act**

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Source of Governing Requirements – The requirements for Davis-Bacon are contained in 40 USC 3141-3144, 3146, and 3147; 29 CFR part 29; the A-102 Common Rule (**§ \_\_.36(i)(5)**); OMB Circular A-110 (2 CFR part 215, Appendix A, Contract Provisions); program legislation; Federal awarding agency regulations; and the terms and conditions of the award.

In order to ensure compliance with these requirements, the City has implemented the following policies and procedures:

1. Each Program Director of a Federal Grant assisted construction Project will be trained on the proper administration and enforcement of the Federal labor standards and provisions on contracts covered by the Davis-Bacon requirements; and
2. Each Program Director of a Federal Grant assisted construction Project will develop and implement procedures for communicating to the contractors who must keep the records and information about prevailing wage data available from the U.S. Department of Labor, including the use of HUD's Contractors guide for Davis-Bacon found in the following link:

<http://portal.hud.gov/hudportal/documents/huddoc?id=4812-LRguide.pdf>

**City of Sikeston**  
**Policies and Procedures – Federal Awards Administration**  
**Uniform Administrative Requirements, Cost Principles and Audit**  
**Requirements**  
**Eligibility**

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Source of Governing Requirements – The requirements for eligibility are contained in program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

The following policies and procedures will also be applied to the extent that they do not conflict with or contradict the City’s policies listed above:

1. Federal grants will only benefit those individuals and/or groups of participants that are deemed to be eligible.
2. Initial eligibility determinations will be made by the Program Director or the Program Director’s Department Director. Sufficient documentation to support these determinations will be retained and made available to administration, auditors, and pass-through or grantor agencies, upon request. It is the responsibility of the Program Director to maintain complete, accurate, and organized records to support eligibility determinations.

**City of Sikeston**  
**Policies and Procedures – Federal Awards Administration**  
**Uniform Administrative Requirements, Cost Principles and Audit**  
**Requirements**  
**Equipment and Real Property Acquisition & Management**

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Source of Governing Requirements – Reporting requirements are contained in Subpart D – Post Federal Award Requirements, Sections 200.310 – 200.316, and Department of Transportation’s single government-wide rule at 49 CFR part 24, Uniform Real Property Acquisition Regulations for Federal and Federally-Assisted Programs.

The following policies and procedures will also be applied to the extent that they do not conflict with or contradict the City’s policies listed above:

In order to ensure compliance with these requirements, the City has implemented the following policies and procedures:

1. All equipment will be used in the program for which it was acquired or, when appropriate, other Federal programs.
2. When required, purchases of equipment will be pre-approved by the grantor or pass-through agency. The Program Director will be responsible for ensuring that equipment purchases have been previously approved, if required, and will retain evidence of this approval.
3. Grant funded fixed/capital assets, which are considered allowable costs, are identified in the City’s budget.
4. Equipment records will be maintained, a physical inventory of equipment shall be taken at least once every two years, and an appropriate system shall be used to safeguard equipment, as described in the section 3d of the Financial Management Systems Grants Administration chapter of this manual.
5. Each department is responsible for maintaining control over the fixed assets that have been assigned to them. The Finance Department records and maintains a listing of fixed assets in the financial system. A separate computer equipment inventory is also kept by the Information Technology Division who verifies it’s accuracy on a regular basis.
6. When equipment with a current per unit fair market value of \$5,000 or more is no longer needed for a Federal program, it may be retained or sold with the Federal agency having a right to a proportionate amount of the current fair market value.

Proper sales procedures shall be used that provide for competition to the extent practicable and result in the highest possible return. The department that is disposing of the asset lets the Finance department know of the disposal and sends the asset tag or serial # to the City Treasurer/designee. The disposal is then processed through the system. If Fixed assets are declared surplus, to dispose of through auction or on the internet, the Program Director will ensure that the City Treasurer/designee incharge of Fixed Assets is aware of the disposal.

**City of Sikeston**  
**Policies and Procedures – Federal Awards Administration**  
**Uniform Administrative Requirements, Cost Principles and Audit**  
**Requirements**  
**Matching, Level of Effort and Earmarking**

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Source of Governing Requirements – Reporting requirements are contained in Subpart D – Post Federal Award Requirements, Section 200.306, program legislation, Federal awarding agency regulations, and the terms and conditions of the award. The requirements for level of effort and earmarking are contained in program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

The City defines “matching”, “level of effort”, and “earmarking” consistent with the definitions of the Parts 3.1 and 3.2 of OMB Circular A-133 Compliance Supplement:

Matching or cost sharing includes requirements to provide contributions (usually non-Federal) or a specified amount or percentage of match Federal awards. Matching may be in the form of allowable costs incurred or in-kind contributions (including third-party in-kind contributions).

Level of effort includes requirements for (a) a specified level of service to be provided from period to period, (b) a specified level of expenditures from non-Federal or Federal sources for specified activities to be maintained from period to period, and (c) Federal funds to supplement and not supplant non-Federal funding of services.

Earmarking includes requirements that specify the minimum and/or maximum amount of percentage of the program’s funding that must/may be used for specified activities, including funds provided to subrecipients. Earmarking may also be specified in relation to the types of participants covered.

In order to ensure compliance with these requirements, the City has implemented the following policies and procedures:

1. Compliance with matching, level of effort, and earmarking requirements will be the responsibility of the Program Director.
2. Adequate documentation will be maintained to support compliance with matching, level of effort, and earmarking requirements. Such information will be made available to administration, auditors, and pass-through or grantor agencies, as requested. The Program Director’s Department Director will be responsible to review compliance.



**City of Sikeston**  
**Policies and Procedures – Federal Awards Administration**  
**Uniform Administrative Requirements, Cost Principles and Audit**  
**Requirements**  
**Period of Performance**

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Source of Governing Requirements – The requirements for period of performance of Federal funds are contained in the A-102 Common Rule (**§\_\_\_.23**), OMB Circular A-110 (2 CFR sections 215.28 and 215.71), program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

In order to ensure compliance with these requirements, the City has implemented the following policies and procedures:

1. Costs will be charged to an award only if the obligation was incurred during the funding period (unless pre-approved by the Federal awarding agency or pass-through grantor agency). The appropriate period will be assigned by the Program Director and confirmed by the City Treasurer/designee.
2. All obligations will be liquidated not later than 90 days after the end of the funding period (or as specified by program legislation). This responsibility rests with the Program Director. The City Treasurer/designee will confirm the liquidations.
3. Compliance with period of performance requirements will initially be assigned to the individual approving the allowability of the expense/payment. This will be subject to review and approval in the Finance Department as part of the payment processing.

**City of Sikeston**  
**Policies and Procedures – Federal Awards Administration**  
**Uniform Administrative Requirements, Cost Principles and Audit**  
**Requirements**  
**Procurement, Suspension and Debarment**

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Source of Governing Requirements – Reporting requirements are contained in Subpart D – Post Federal Award Requirements, Sections 200.317 – 200.326. HUD's policies and procedures concerning debarment and suspension are contained in 2 CFR parts 180 and 2424 and, notwithstanding 2 CFR 180.220(a)(1), apply to procurement contracts.

In order to ensure compliance with these requirements, the City has implemented the following policies and procedures:

1. Purchasing and procurement related to Federal grants will be subject to the City's Purchasing and Procurement Policies and Procedures. However, Purchasing Policies for CDBG Grants may require different Purchasing Policies, per the requirements of the granting agency.
2. Contract files will document the significant history of the procurement, including the rationale for the method of procurement, selection of the contract type, contractor selection or rejection, and the basis of contract price.
3. Procurement will provide for full and open competition.
4. The City is prohibited from contracting with or making subawards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred.

“Covered transactions” include those procurement contracts for goods and services awarded under a non-procurement transaction (i.e., grant or cooperative agreement) that are expected to equal or exceed \$25,000 or meet certain other specified criteria. All non-procurement transactions (i.e., subawards to subrecipients), irrespective of award amount, are considered covered transactions.

5. The City will include a suspension/debarment clause in all written contracts in which the vendor/contractor will certify that it is not suspended or debarred. The contract will also contain language requiring the vendor/contractor to notify the City immediately upon becoming suspended or debarred. This will serve as adequate documentation as long as the contract remains in effect. Certain Grants may have special requirements. This may apply to sub-recipients.

**City of Sikeston**  
**Policies and Procedures – Federal Awards Administration**  
**Uniform Administrative Requirements, Cost Principles and Audit**  
**Requirements**  
**Procurement, Suspension and Debarment**

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6. Each quarter, the City Treasurer or designee will be responsible for running a year-to-date transaction report from the City's accounting system. Any vendor with accumulated transactions equaling or exceeding \$25,000 that is not subject to a written contract including a suspension/debarment clause or for which a signed statement or suspension or debarment is not on file, will be subject to additional procedures. The City Treasurer or designee will check the Excluded Parties List System (EPLS) maintained by the General Services Administration (GSA) for the vendor name. A potential match will be followed-up on immediately. Each vendor searched on EPLS will be initialed on the vendor transaction report and the report will be signed and dated on the first or last page. The vendor transaction report will be retained as evidence of the control.
  
7. If a vendor is found to be suspended or debarred, the City will immediately cease to do business with this vendor.
  
8. Executed contracts and signed quarterly vendor transaction history reports will be retained and filed by the City Treasurer or designee.

**City of Sikeston**  
**Policies and Procedures – Federal Awards Administration**  
**Uniform Administrative Requirements, Cost Principles and Audit**  
**Requirements**  
**Program Income**

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Source of Governing Requirements – Reporting requirements are contained in Subpart D – Post Federal Award Requirements, Section 200.307.

In order to ensure compliance with these requirements, the City has implemented the following policies and procedures:

1. Program income will include (but will not be limited to): income from fees for services performed, the use or rental of real or personal property acquired with grant funds, the sale of commodities or items fabricated under a grant agreement, and payments of principal and interest on loans made with grant funds. It will not include interest on grant funds unless otherwise provided in the Federal awarding agency regulations or terms and conditions of the award.
2. The City will allow program income to be used in one of three methods, providing the method allowed is included in the grant terms:
  - a. Deducted from outlays
  - b. Added to the project budget
  - c. Used to meet matching requirements
3. Program income will be accounted for as a revenue source in the same program code as the Federal grant.

**City of Sikeston**  
**Policies and Procedures – Federal Awards Administration**  
**Uniform Administrative Requirements, Cost Principles and Audit**  
**Requirements**  
**Reporting**

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Source of Governing Requirements – Reporting requirements are contained in Subpart D – Post Federal Award Requirements, Sections 200.327 – 200.329, Federal awarding agency regulations, and the terms and conditions of the award.

In order to ensure compliance with these requirements, the City has implemented the following policies and procedures:

1. Reports will be determined and/or identified based on the information available in the awarding documents and will be submitted in the required frequency and within the required deadlines.
2. Reports will be completed using the standard forms (as applicable) and method of delivery (i.e., e-mail, grantor website, postal service, etc.).
3. Regardless of the method of report delivery, a copy of the submitted report will be retained along with any documentation necessary to support the data in the report. The report will evidence the date of submission in order to document compliance with timeliness requirements.
4. Financial reports will always be prepared based on the general ledger using the required basis of accounting (i.e., cash or accrual). In cases where financial data is tracked outside of the general accounting system (such as in spreadsheets or paper ledgers), this information will be reconciled to the general ledger prior to report submission.
5. Any report with financial-related data will either be prepared or reviewed by the City Treasurer or designee.
6. Preparation of reports will be the responsibility of the grants Program Director. All reports (whether financial, performance, or special) must be reviewed and approved by the City Manager or Department Director whose Department is responsible to manage the specific grant, prior to submission. Both the preparer and reviewer will sign and date the report and retain this documentation.
7. Copies of submitted reports with preparer and reviewer signatures and data will be filed with supporting documentation and any follow-up correspondence from the

grantor or pass-through agency. Copies of all such reports will be made available to administration, auditors, and pass-through or grantor agencies, as requested.

**City of Sikeston**  
**Policies and Procedures – Federal Awards Administration**  
**Uniform Administrative Requirements, Cost Principles and Audit**  
**Requirements**  
**Records Retention and Access**

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Source of Governing Requirements – Reporting requirements are contained in Subpart D – Post Federal Award Requirements, Sections 200.333 – 200.337

In order to ensure compliance with these requirements, the City has implemented the following policies and procedures:

Financial records, supporting documents, statistical records, and all other City records pertinent to a Federal award must be retained for a period of three years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a sub-recipient. Federal awarding agencies and pass-through entities must not impose any other record retention requirements upon the City. The only exceptions are the following:

- (a) If any litigation, claim, or audit is started before the expiration of the 3-year period, the records must be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken.
- (b) When the City is notified in writing by the Federal awarding agency, cognizant agency for audit, oversight agency for audit, cognizant agency for indirect costs, or pass-through entity to extend the retention period.
- (c) Records for real property and equipment acquired with Federal funds must be retained for 3 years after final disposition.
- (d) When records are transferred to or maintained by the Federal awarding agency or pass-through entity, the 3- year retention requirement is not applicable to the City.
- (e) Records for program income transactions after the period of performance. In some cases, recipients must report program income after the period of performance. Where there is such a requirement, the retention period for the records pertaining to the earning of the program income starts from the end of the City's fiscal year in which the program income is earned.
- (f) Indirect cost rate proposals and cost allocations plans. This paragraph applies to the following types of documents and their supporting records: in-direct cost rate computations or proposals, cost allocation plans, and any similar accounting computations of the rate at which a particular group of costs is chargeable (such as computer usage chargeback rates or composite fringe benefit rates).

(1) If submitted for negotiation. If the proposal, plan, or other computation is required to be submitted to the Federal government (or to the pass-through entity) to form the basis for negotiation of the rate, then the 3-year retention period for its supporting records starts from the date of such submission.

(2) If not submitted for negotiation. If the proposal, plan, or other computation is not required to be submitted to the Federal government (or to the pass-through entity) for negotiation purposes, then the 3-year retention period for the proposal, plan, or computation and its supporting records starts from the end of the fiscal year (or other accounting period) covered by the proposal, plan, or other computation.

The Federal awarding agency must request transfer of certain records to its custody from the City when it determines that the records possess long-term retention value. However, in order to avoid duplicate recordkeeping, the Federal awarding agency may make arrangements for the City to retain any records that are continuously needed for joint use.

The Federal awarding agency and the City should, whenever practicable, collect, transmit, and store Federal award-related information in open and machine readable formats rather than in closed formats or on paper. The Federal awarding agency or pass-through entity must always provide or accept paper versions of Federal award-related information to and from the City upon request. If paper copies are submitted, the Federal awarding agency or pass-through entity must not require more than an original and two copies. When original records are electronic and cannot be altered, there is no need to create and retain paper copies. When original records are paper, electronic versions may be substituted through the use of duplication or other forms of electronic media provided that they are subject to periodic quality control reviews, provide reasonable safeguards against alteration, and remain readable.

(a) Records of the City. The Federal awarding agency, Inspectors General, the Comptroller General of the United States, and the pass-through entity, or any of their authorized representatives, must have the right of access to any documents, papers, or other records of the City which are pertinent to the Federal award, in order to make audits, examinations, excerpts, and transcripts. The right also includes timely and reasonable access to the City's personnel for the purpose of interview and discussion related to such documents.

(b) Expiration of right of access. The rights of access in this section are not limited to the required retention period but last as long as the records are retained. Federal awarding agencies and pass-through entities must not impose any other access requirements upon non-Federal entities.

No Federal awarding agency may place restrictions on the City that limit public access to the records of the City pertinent to a Federal award, except for protected personally identifiable information (PII) or when the Federal awarding agency can demonstrate that



such records will be kept confidential and would have been exempted from disclosure pursuant to the Freedom of Information Act (5 U.S.C. 552) or controlled unclassified information pursuant to Executive Order 13556 if the records had belonged to the Federal awarding agency. The Freedom of Information Act (5 U.S.C. 552) (FOIA) does not apply to those records that remain under the City's control except as required under § 200.315 Intangible property. Unless required by Federal, state, or local statute, the City is not required to permit public access to their records. The City's records provided to a Federal agency generally will be subject to FOIA and applicable exemptions.

**City of Sikeston**  
**Policies and Procedures – Federal Awards Administration**  
**Uniform Administrative Requirements, Cost Principles and Audit**  
**Requirements**  
**Sub-recipient Risk Assessment and Monitoring**

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Source of Governing Requirements – Reporting requirements are contained in Subpart D – Post Federal Award Requirements, Sections 200.330 – 200.332

Program Directors are aware of the existence of such compliance requirements and will monitor grant agreements for any change in applicability. Formal policies and procedures will be developed, as needed, to meet changes in circumstances.

# **Council Letter**

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Date of Meeting: 22-02-28

Originating Department: Public Works Department

To the Mayor and City Council:

Subject: Award Purchase of Pick-Up Truck for Public Works

Attachments:

1. Quotations from Don Brown Chevrolet – MoDOT State Contract Bid Amount

Action Options:

1. Award Bid
2. Other Action Council May Deem Necessary

Background:

The Department of Public Works is purchasing a ¾ ton Chevy Silverado truck for the Airport Division. Don Brown Chevrolet of St. Louis holds the state contract. The total price of the vehicle with all attachments is \$37,732.00.

This purchase is included in the FY22 budget. Procurement of these trucks typically takes 3-6 months.

Staff requests Council approval to purchase this vehicle.



2244 S. Kingshighway, St. Louis, Missouri 63110  
(314)772-1400 (314)772-1022 Fax  
[dave@donbrownchevrolet.com](mailto:dave@donbrownchevrolet.com)

ATTN: City of Sikeston  
Chris Hart

DATE: 02/14/22

## QUOTE

	DESCRIPTION		TOTAL
	<b>MoDOT Contract # IFB605CO22000068</b>		
1	2023 Chevrolet Silverado 2500HD Crew Cab 4WD Short Box White in Color Item #3	\$35,531.00	\$35,531.00
1	Option 3A - 2 Full Length Cab Steps	\$459.00	\$459.00
1	Option ZLQ WT Convenience Package: Outside Power-adjustable Vertical Trailing Mirrors , Remote Keyless Entry, EZ Lift Tailgate	\$735.00	\$735.00
1	Option VYU Snow Plow Prep Package: 220 Amp Alternator, Skid Plates	\$291.00	\$291.00
	*Tow Package Standard on MoDOT		
1	Option Beacon - White LED Mini Bar (Clear Lens)	\$425.00	\$425.00
1	Option Corner Lights - 2 White Rear Corner LED Lights - <b>ULT6-W</b>	\$291.00	\$291.00
<b>GRAND TOTAL</b>			<b>\$37,732.00</b>

If you should have any questions, please don't hesitate to give me a call. Thank you!

\_\_\_\_\_  
Customer Approval

\_\_\_\_\_  
Dave Helterbrand  
Fleet Department Manager

*This quote is good for 30 days*

# **Council Letter**

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Date of Meeting: 22-02-28

Originating Department: Public Works Department

To the Mayor and City Council:

Subject: Approve purchase of Leaf Vacuum Truck for the Street Department

Attachments:

1. Quotation from Key Equipment & Supply Co.

Action Options:

1. Award Bid
2. Other Action Council May Deem Necessary

Background:

The Street Division is procuring a 2021 Titan Spartan Pro Plus Chassis Mount Leaf Vacuum Truck. The price for this leaf truck is \$197, 953.65 and is included in the approved budget using Arpa funding.

This is being sought from Key Equipment & Supply Company who is the sole vendor for this truck.

Staff requests Council approval of the purchase of this vehicle.



**Corporate Office**  
P.O. Box 2007  
Maryland Heights, MO 63043  
314-298-8330

**Branch Office**  
P.O. Box 11035  
Kansas City, KS 66111  
913-371-8260

**Branch Office**  
P.O. Box 692109  
Tulsa, OK 74169  
405-812-5827

February 10, 2022

City of Sikeston  
Attn: Mr. Brian Dial, Street Superintendent  
105 E. Center St. Ste A  
Sikeston, MO 63801-4100



Re: Spartan Pro Plus Chassis Mount Demo Unit

Dear Brian,

Thank you for the opportunity to supply you with a proposal for our stock Titan Spartan Pro Plus mounted on a Peterbilt 220 chassis. This unit is equipped with factory installed right hand drive. The cab over design of the Peterbilt 220 offers premium visibility, along with the ability to carry out fluid level inspections without having to tip the cab. Features include in cab controls to operate a 180 degree swing arm boom, hydraulic tailgate latch and dumping controls. With a hose reach of 11' and ditch reach of 50", the Spartan Pro Plus can pick up from the deepest of ditches and culverts.

### **Spartan Pro Plus Chassis Mount**

- Kubota Diesel liquid-cooled, rated for 74 HP Tier 4
- Removable radiator screen
- 40-gallon Aluminum fuel tank
- Right hand drive with in-cab controls for collection arm
- Post compensated proportional electric hydraulic valve controls
- 6-axis proportional hydraulic 180 degree swing collection arm
- Belt drive 30" fan coupled via transfluid coupler
- 5 strand 5VX Power band belt drive for suction impeller
- Safety interlock system on intake nozzle
- Emergency stop switch
- Directional light bar
- Front amber flashers installed
- DOT Light Complaint with all LED lighting
- Oval Safety flashers at rear of unit
- Rear fenders and mud flaps
- Fire Extinguisher

### **Container:**

- 20-yard containment box with hydraulic conversion hoist
- Radiused and tapered no stick dumping
- Body up proximity switch

Double hinged tailgate with hydraulic latch  
Dump angle: 54 degrees  
Steel plate in rear door

**Additional Enhancements:**

Elbow Liner, Bolt in 1/4" Elbow liner to protect elbow from premature wear  
Clean Out Door, At the bottom of the vacuum housing there shall be a top-hinged clean-out door for easy removal of unwanted debris in the vacuum housing. The door shall have a safety interlock that will prevent the engine from starting if the door is open.  
Dust control with 95 gallon stainless steel tank  
Poly fenders with mud flaps  
Downdraft system for driver side lower discharge of exhaust  
Timbren suspension support right side to support boom  
Rear tow hitch with lights

Mounted on a Peterbilt 220 chassis 158" WB  
Right hand drive with in-cab controls

**2021 Titan Spartan Pro Plus Chassis Mount Leaf Vacuum: Demo Discount: \$ 197,203.65**

Pricing good for 30 days from date of proposal

\*Subject to availability

Chassis Miles on this unit: 8239

Hours on the rear engine: 60.8

Warranty on this unit is 1 year working on: Extended Warranty we are working on it they are saying 6 a month, Warranty Pricing yet....

*6 month ex warranty 750.00*

197,953.65

Thank you for your consideration of Key Equipment & Supply Co. and Titan Leaf Solutions. If you have any questions, or would like additional information, please don't hesitate to contact me at (314) 614-6262.

Respectfully,

*Frank Boitano*

Frank Boitano, Territory Manager  
Key Equipment & Supply Co.



## Brian Dial

---

**From:** Frank Boitano <[fboitano@keyequipment.com](mailto:fboitano@keyequipment.com)>  
**Sent:** Friday, February 11, 2022 9:28 AM  
**To:** Brian Dial  
**Subject:** RE: dealer confirmation letter Key Equip

This message is from an EXTERNAL SENDER - be CAUTIOUS, particularly with links and attachments.

The Extended Warranty is \$750

**Frank Boitano**  
**Territory Manager**  
[fboitano@keyequipment.com](mailto:fboitano@keyequipment.com)  
Key Equipment & Supply Company  
13507 NW Industrial Dr.  
Bridgeton, MO 63044  
Cell: 314-614-6262

[www.keyequipment.com](http://www.keyequipment.com)  
[www.qualityrentsequipment.com](http://www.qualityrentsequipment.com)



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**From:** Brian Dial <[abdial@SIKESTON.ORG](mailto:abdial@SIKESTON.ORG)>  
**Sent:** Friday, February 11, 2022 9:20 AM  
**To:** Frank Boitano <[fboitano@keyequipment.com](mailto:fboitano@keyequipment.com)>  
**Subject:** RE: dealer confirmation letter Key Equip

Thanks Frank

**From:** Frank Boitano <[fboitano@keyequipment.com](mailto:fboitano@keyequipment.com)>  
**Sent:** Friday, February 11, 2022 9:15 AM  
**To:** Brian Dial <[abdial@SIKESTON.ORG](mailto:abdial@SIKESTON.ORG)>  
**Subject:** FW: dealer confirmation letter Key Equip

This message is from an EXTERNAL SENDER - be CAUTIOUS, particularly with links and attachments.

**Frank Boitano**  
**Territory Manager**





February 11, 2022

To whom it may concern,

This letter is to acknowledge that Key Equipment Company is the only current authorized Titan Leaf Solutions dealer/distributor for sales, parts and service for the state of Missouri.

This agreement is current for 2022 and automatically renewed unless cancelled with written notice by either party as per our signed dealer agreement.

If you have any questions, please contact me at 815-440-0910.

Thank you,

Sincerely,

A handwritten signature in black ink, appearing to read "Jerry Van Buren". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Jerry Van Buren,  
jerryv@bonnell.com  
National Sales Representative

# Council Letter

---

Date of Meeting 22-28-02

Originating Department: Public Works

To the Mayor and City Council:

Subject: Authorization to select RJR Enterprises, Inc.'s splashpad design to construct at Lincoln Park.

Attachments:

1. RJR Enterprises, Inc.'s Option A splashpad design for Lincoln Park.

Action Options:

1. Select RJR Enterprises, Inc.'s splashpad design for Lincoln Park.
2. Other action the City Council deems appropriate.

Background:

The Parks and Recreation Department is seeking approval to select RJR Enterprises, Inc.'s splashpad design for construction at Lincoln Park located between North St. and Petty St.

Staff requested proposals for the Lincoln Park splashpad beginning in December 2021 to see the different designs and options that would fit within our budget. Three companies submitted designs for this project which were opened on Wednesday, January 26<sup>th</sup>. A committee was formed and met on Tuesday, February 8<sup>th</sup> to review the proposals. The committee included: Jonathan Douglass, City Manager, Jay Lancaster, Public Works Director, Dustin Care, Parks and Recreation Director, Olivia Roberts, Recreation Coordinator, Councilmembers Onethia Williams and Vest Baker, Park Board President Jeff Hay, and Jeff Winders from Sikeston BMU. One company was not considered because they did not provide the information that was required to be included on their design's water usage; and both of their submittals were over our proposed budget options. The group voted that RJR Enterprises, Inc.'s Option 1 Design would be the best option for Lincoln Park.

The budget for the Lincoln Park splashpad was originally \$135,000; however, due to cost increases, the RFP asked companies for their best proposals at \$140,000 and \$165,000. The original budget estimate was based on the quote of a preliminary design we received from a company in May 2021. Staff met with the Sikeston BMU Board in October 2021 to ensure that the total water usage of the splashpad met their criteria for installing a water to waste system. Sikeston BMU asked that the gallons per minute usage not exceed 60 gpm; and this design's water usage is between 40-50

gpm depending on the program sequence. The cost for RJR Enterprises, Inc.'s Option 1 design totaled \$140,000 which is \$5,000 over the original budget that was approved for this fiscal year; however, the additional costs will be covered by other unused funds within the Parks' Capital Improvement Fund. We anticipate the work to be completed within 120 days of submitted approvals for the design.

Staff recommends RJR Enterprises, Inc.'s Option 1 design be selected for the installation of the splashpad at Lincoln Park.



*Conceptual rendering to demonstrate design intent. Actual colors may vary. Refer to design.*

**LINCOLN MEMORIAL PARK SPLASHPAD – SIKESTON, MO**  
\$140K OPTION 1 – VIEW A



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[www.power-play.net](http://www.power-play.net)

NOTES:

1. THIS DRAWING IS CONCEPTUAL AND IS TO BE USED AS A GUIDELINE, AND NOT AS ACTUAL CONSTRUCTION PLANS UNLESS APPROVED BY THE OWNER AND/OR THE OWNER'S CONSULTANT.
2. REFER TO VORTEX AQUATIC STRUCTURES SHOP DRAWINGS AND SPECIFICATIONS FOR INSTALLATION DETAILS.
3. SPLASHPAD CONCRETE PAD SHALL BE POURED AND FORMED WITH A 1-2% SLOPE TO SPLASHPAD DRAINS.
4. ALL CONCRETE SURFACES TO HAVE A MEDIUM BROOM FINISH.
5. SPLASHPAD DRAINS AND COMMAND CENTER DRAIN SHALL HAVE A 1-2% SLOPE TO OPTIMIZE DRAINAGE.
6. ----- INDICATES WATER FEATURE SPRAY ZONE.
7. SPRAY ZONES ARE APPROXIMATE. ACTUAL SPRAY ZONES MAY VARY DUE TO ENVIRONMENTAL CONDITIONS, WIND, FLOW RATES AND SLOPE OF SPLASHPAD CONCRETE DECK.
8. DRAWINGS ARE SCHEMATIC ONLY.

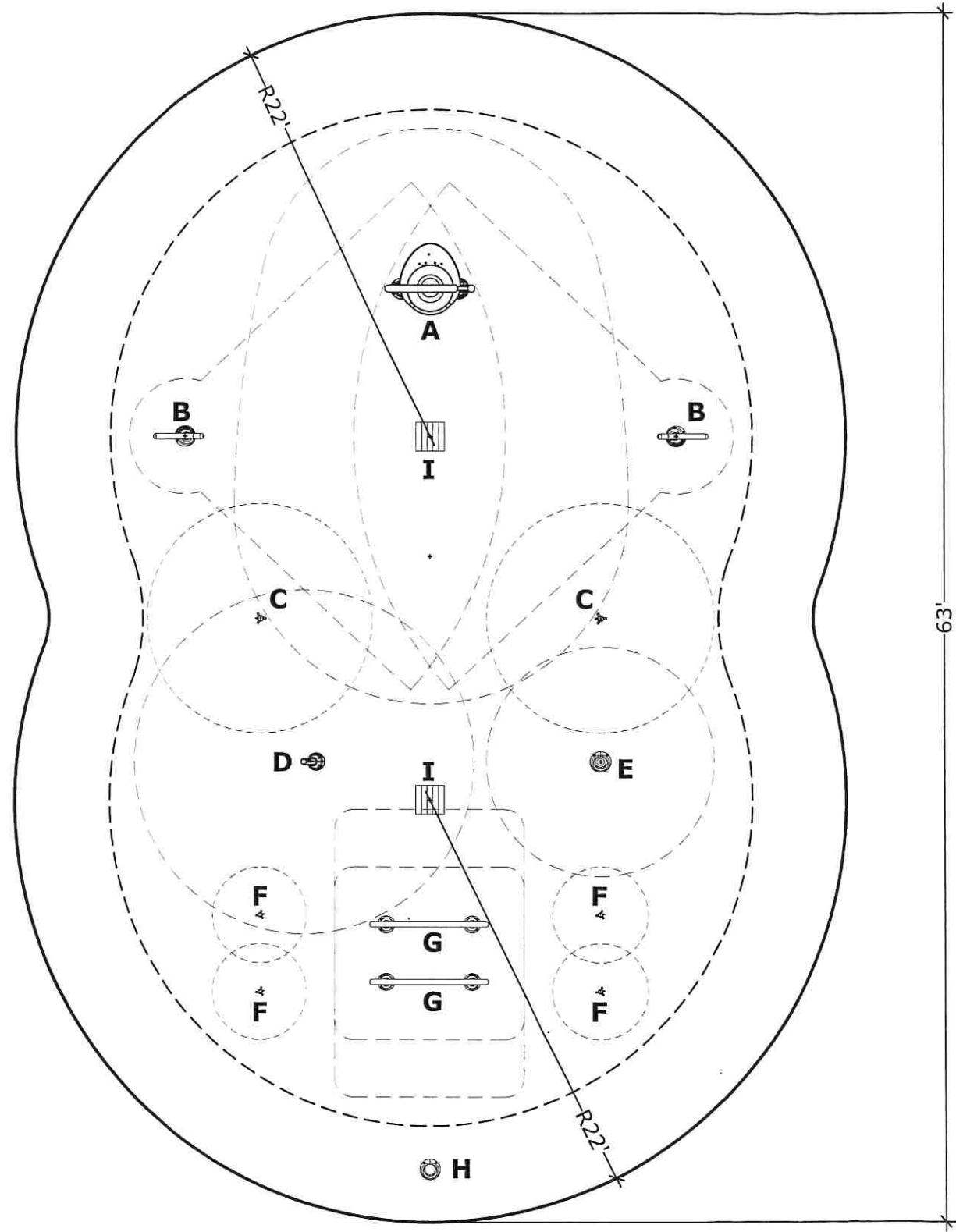
TOTAL SPLASHPAD AREA: 2,330 SQ. FT.

PRODUCT INFORMATION:

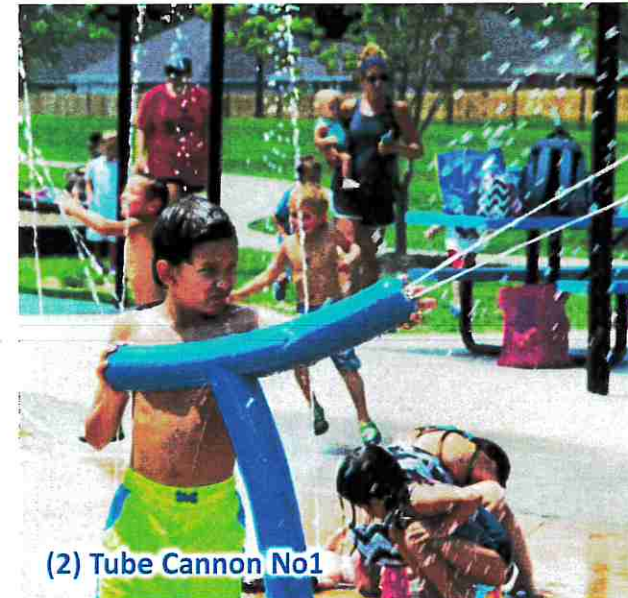
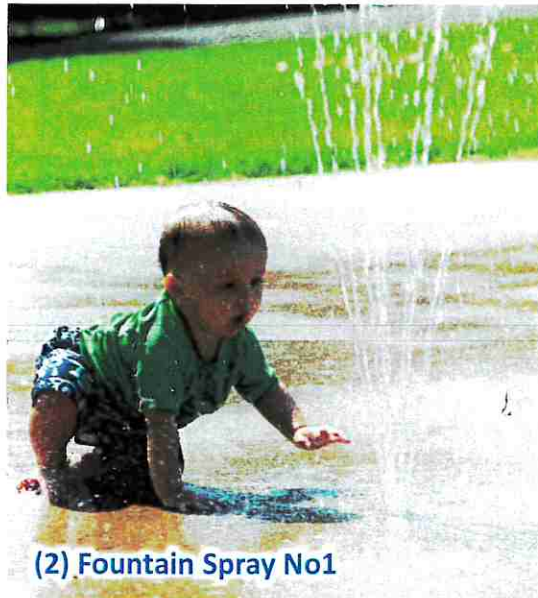
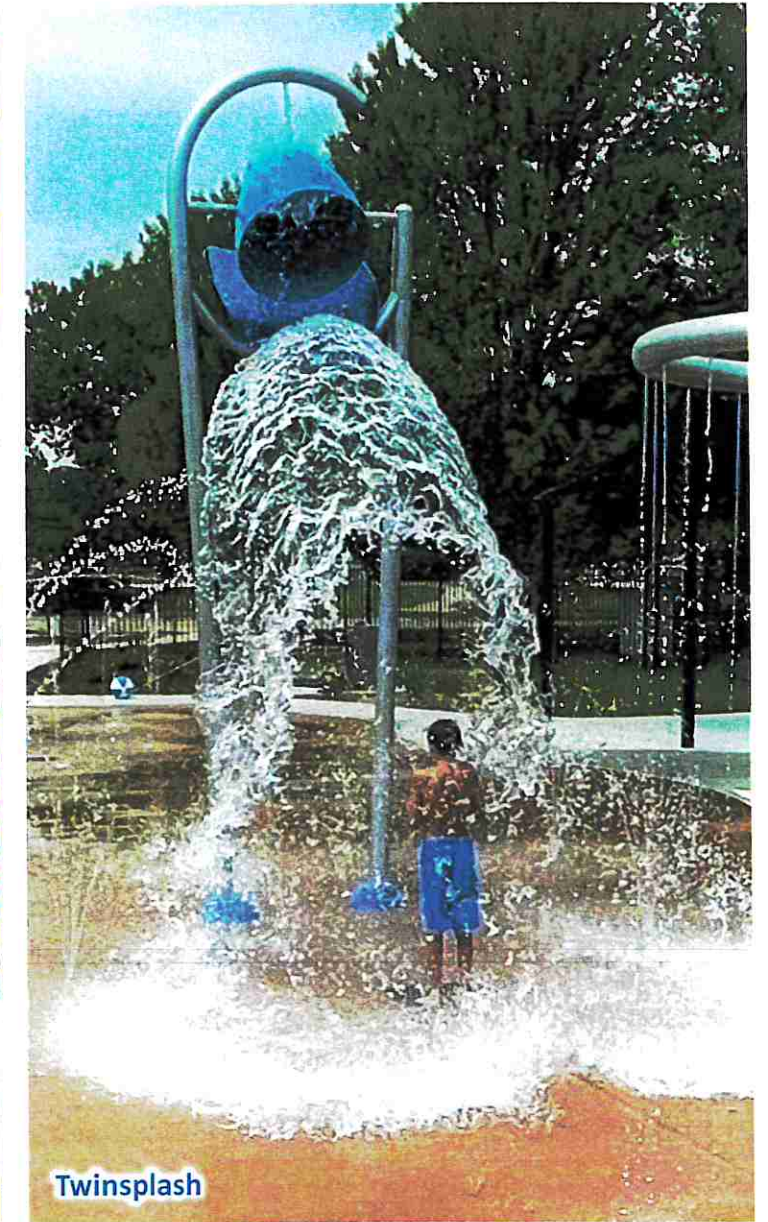
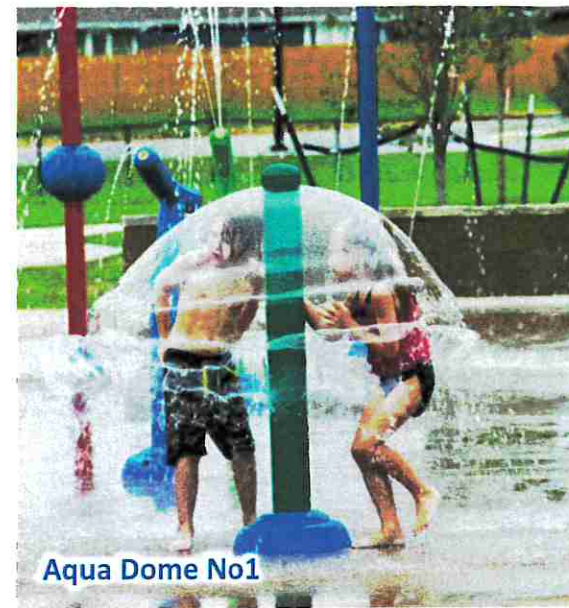
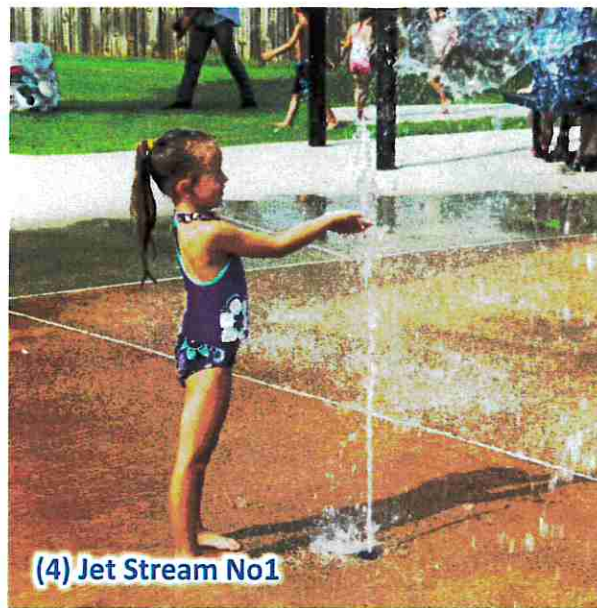
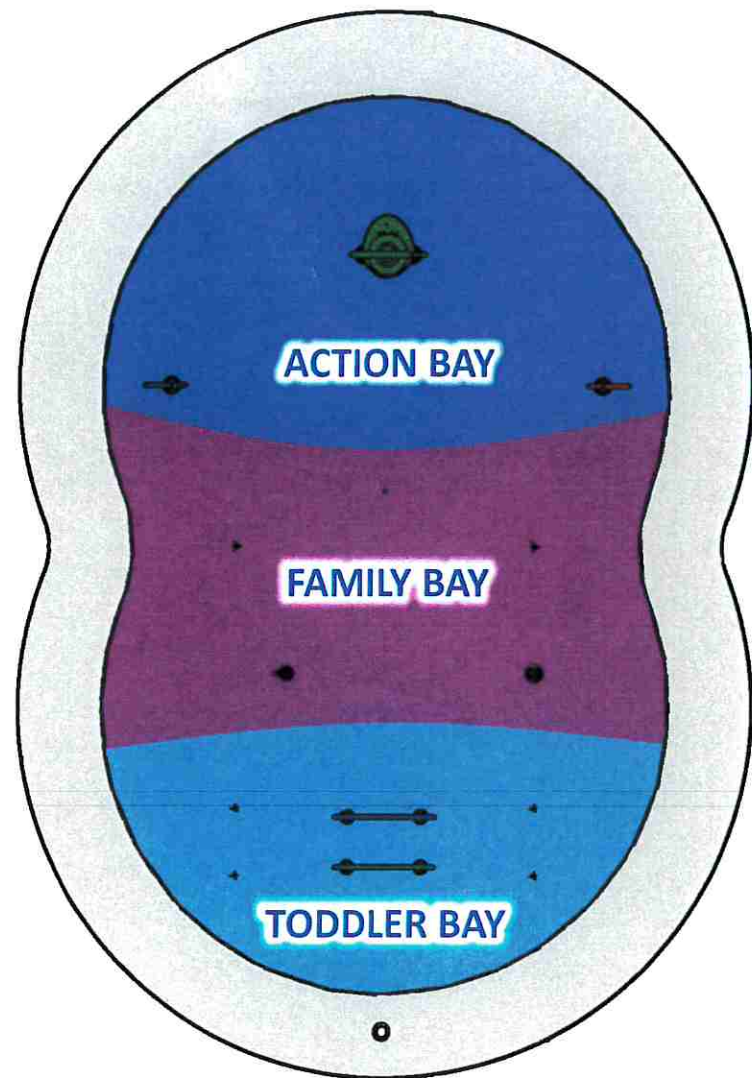
SPLASHPAD EQUIPMENT BY  
 VORTEX AQUATIC STRUCTURES  
 CONTACT REPRESENTATIVE  
 POWER PLAY, LLC  
 TEL (918) 728-9978  
 INFO@POWER-PLAY.NET

SPLASHPAD EQUIPMENT SCHEDULE:

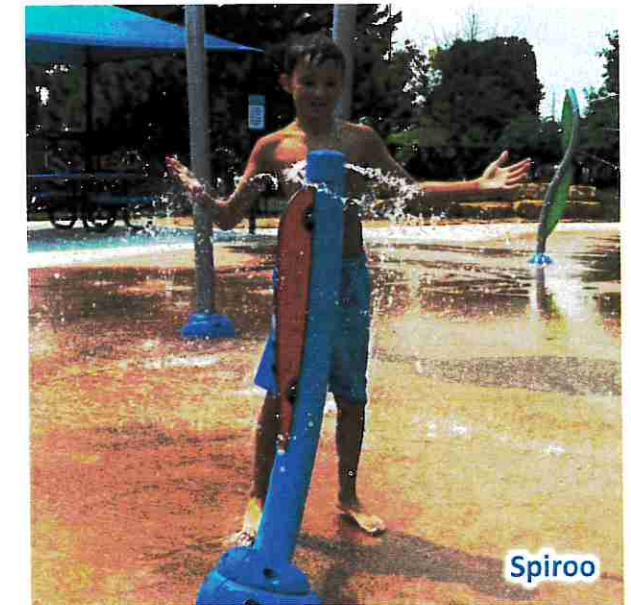
ITEM	DESCRIPTION	QTY	GPM
A	TWINSPLASH (SW, PC) VOR-7242	1	12
B	TUBE No1 (SW, PC) VOR-0220	2	10
C	FOUNTAIN SPRAY No1 (EM) VOR-7513	2	10
D	SPIROO (SW, PC) VOR-7799	1	7
E	AQUA DOME No1 (SW, PC) VOR-0555	1	14
F	JET STREAM No1 (EM) VOR-7512	4	10
G	SPRAY LOOP (SW, PC) VOR-0519	2	15
H	BOLLARD ACTIVATOR No3 (SW, PC) VOR-0611	1	N/A
I	DECK DRAIN NDS 18X18	2	N/A
TOTAL WATER FEATURES AVERAGE FLOW			78 GPM
ESTIMATED OPERATING FLOW			40 - 50 GPM



# SPLASHPAD WATER FEATURES .....



QTY	DESCRIPTION	BAY
1	Twinsplash	Action Bay
2	Tube Cannon No1	Action Bay
2	Fountain Spray No1	Family Bay
1	Spiroo	Family Bay
1	Aqua Dome No1	Family Bay
4	Jet Stream No1	Toddler Bay
2	Spray Loop	Toddler Bay



LINCOLN MEMORIAL PARK SPLASHPAD – SIKESTON, MO  
 \$140K OPTION 1 – WATER FEATURES



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# Council Letter

---

Date of Meeting 22-02-28

Originating Department: Public Works

To the Mayor and City Council:

Subject: Award Multiple Bids for Mowing Contracts

Attachments:

1. Bid Tabulation sheet for 22-28 through 22-53 w/ staff recommendations highlighted.

Action Options:

1. Award contractual mowing services as recommended by staff.
2. Other action the City Council deems appropriate.

Background:

Staff opened bids for contractual mowing services on Wednesday, February 16 for the 2022-2023 contract period with seven mowing contractors submitting bids. A bid tabulation sheet with the results is attached. A bid review committee of Jay Lancaster, Dustin Care, Terry Burton, Darren Martin, and Olivia Roberts reviewed the bids. Staff's recommendations for the bid awards are highlighted on the bid tab sheet as follows. Amounts shown are per mowing prices.

**Bootheel Exteriors, LLC** – Dudley Park, \$190; Industrial Park, \$370; R.S. Matthews Park, \$220; Roberta Rowe Park, \$210; Rose Parkway ROW, \$200; Rotary Park, \$200; US61 Hwy ROW, \$90.

**J & B Lawn Care Services, LLC** – Bollweevil Blvd., \$50; Malone ROW East, \$350; Legion Park/Malone ROW West: \$250; P.A.W.S., \$90.

**Nance Handyman Services** – Central Park, \$100; Clayton Park, \$100; Lincoln Memorial Park, \$225; Mary Lou Montgomery Park, \$100.

**Young's Lawn Care** – Allen Blvd. median, \$95; Broadway, \$95; Cemetery, \$500; Davis Blvd., \$95; Malone Park, \$65; North End Park, \$30; Plantation Blvd., \$120; Tanglewood Blvd., \$50; Veteran's Park, \$150.

Currently the 2022-2023 contracts total \$89,895.00 per mowing season or \$179,790.00 for the term of the two-year contract. The 2020-2021 mowing contracts totaled \$88,269.00 per year which is \$176,538.00 over the two-year term; so, there was a \$1,626.00 increase per year which totals an increase of \$3,252.00 over the two-year contract period.

In addition, we requested bids from the vendors for an “emergency mowing” quote – an hourly rate to mow derelict properties on which Code Enforcement has received complaints with a response time of two business days. **Nance Handyman Services** bid \$30 per hour and will be first on the call list.

Staff recommends awarding multiple contract bids to the contractor’s listed.





# **Council Letter**

---

Date of Meeting: February 28, 2022

Originating Department: City Manager

To the Mayor and City Council:

Subject: Amendment of Unilever Option on North Industrial Park Land

Attachment(s):

1. Amendment to Option to Acquire Real Property

Action Options:

1. Approve Amendment to Option to Acquire Real Property
2. Other Action Council May Deem Necessary

Background:

In December 2017 the City of Sikeston and Unilever executed a land swap wherein the City took possession of the vacated Unilever south plant on County Line Rd and Unilever was granted an option to acquire 16.85 acres just south of their plant on Rose Parkway in the north industrial park. The option was valid for three years with the possibility of extending for an additional two years, which extension has already been approved by the City Council through December 21, 2022. Unilever has now proposed an amendment to that option that says the City will provide reasonable consideration to incentives and approvals needed from the City after the option is exercised by Unilever. The city attorney and city staff have reviewed the proposed amendment and have no objections.

**AMENDMENT TO OPTION TO ACQUIRE REAL PROPERTY AGREEMENT  
AND ESCROW INSTRUCTIONS**

THIS AMENDMENT TO OPTION TO ACQUIRE REAL PROPERTY AGREEMENT AND ESCROW INSTRUCTIONS (this “**Amendment**”) is dated for reference January 12, 2022, to be effective as of the latest date of execution set forth below (the “**Effective Date**”), by and between UNILEVER MANUFACTURING (US), INC., a Delaware corporation (“**Optionee**” or “**UMI**”), on the one hand, and the City of Sikeston, Missouri (“**Optionor**” or “**City**”), on the other hand, with respect to the following facts:

A. UMI and City have previously entered into that certain Option to Acquire Real Property Agreement and Escrow Instructions dated December 22, 2017 (the “**Original Option Agreement**”), concerning City’s grant to UMI of an option to acquire real property more particularly described therein (the “**City Real Property**”). By letter agreement dated December 23, 2020, effective retroactively to November 21, 2020, UMI and the City extended the expiration date of the Option Term to December 21, 2022 (the “**11/21/20 Modification**,” and together with the Original Option Agreement, the “**Agreement**”). Any capitalized terms used in this Amendment and not otherwise expressly defined herein shall have the same meaning as in the Agreement.

B. UMI and City now wish to clarify and confirm City’s obligations under Section 9(d) of the Agreement.

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties hereby agree and further amend the Agreement as follows:

1. The parties acknowledge that UMI has not yet commenced seeking Approvals and Incentives for development of the Project as discussed in Section 9(d) of the Agreement. City reaffirms that development of the Project as discussed in the Agreement will be beneficial to City. If the Option is exercised by UMI, then from and after the Option Closing, City will reasonably cooperate with UMI (or any affiliate of UMI) in any effort to obtain maximum Approvals and Incentives for the Project, and will reasonably consider and use reasonable diligence in processing any Approvals which require action by City or any department within City.

2. Except as expressly modified in this Amendment, the Agreement is hereby reaffirmed in its entirety.

3. Each of the parties to this Amendment represents and warrants to the other that the person(s) signing on behalf of Optionor or Optionee, as applicable, is/are authorized to bind the applicable party to this terms of this Amendment, that any necessary consents and approvals have been obtained, and that upon mutual execution and delivery this Amendment shall be binding upon Optionor and Optionee.

*[SIGNATURES ON NEXT PAGE]*

IN WITNESS WHEREOF, the parties have executed this Amendment to be effective as of the Effective Date.

**“OPTIONEE”:**

UNILEVER MANUFACTURING (US), INC.,  
a Delaware corporation

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**“OPTIONOR”:**

CITY OF SIKESTON, MISSOURI  
a municipal body politic

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_