

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

COUNCIL PRAYER
Ministerial Alliance

AGENDA OF THE ROLLA CITY COUNCIL
Monday, May 1st, 2023; 6:30 P.M.
City Hall Council Chambers
901 North Elm Street

PRESIDING: Mayor Pro-Tem Lister Florence

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

PLEDGE OF ALLEGIANCE
Councilman Lister Florence

I. CONSENT AGENDA

- A. Consider Approval of the City Council Minutes of:
 - 1. City Council Meeting – April 3rd, 2023
 - 2. Closed Session Minutes – April 3rd, 2023
 - 3. City Council Meeting – April 17th, 2023
 - 4. Closed Session Minutes – April 17th, 2023

II. PUBLIC HEARINGS –

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

- a. Environmental Services Department Monthly Report – March 2023
- b. Building Codes monthly report – March 2023
- c. Police Department Monthly Report – January 2023
- d. Animal Control Division Report – January 2023
- e. RMU Financial Statistics for March 2023
- f. The Centre Income Statement ending March 2023
- g. Municipal Court Summary Reporting for March 2023
- h. P&Z Commission Minutes for March 14th, 2023
- i. City of Rolla Financial Report ending February 28th, 2023
- j. Board of Adjustment Minutes for February 16th, 2023
- k. Development Review Committee Minutes for April 18th, 2023
- l. Bicycle Pedestrian Advisory Minutes for March 7, 2023
- m. Park Advisory Commission Minutes for March 22, 2023

IV. **ACKNOWLEDGMENTS and SPECIAL PRESENTATIONS** –

- A. Joel Doepker – East Central College: Rolla Campus Plans
- B. Amanda Wiggins – Kean, Wiggins, and Co.: summary of the 2022 Tourism Audit
- C. Stevie Kears Executive Director RACC & Aimee Campbell Tourism Director RACC: 1st Qtr. Tourism Report.
- D. Steffanie Rogers – Finance Director: Presentation of FY 2022 Independent Audit and Motion to approve same.

V. **OLD BUSINESS** – None

VI. **NEW BUSINESS** –

- A. **Motion** to approve street closings for Rolla’s Route 66 Summerfest on June 2nd and 3rd. (PW Director Darin Pryor)
- B. **Motion** to approve street closings for LGBTQ+ Pride Event on June 10th. (PW Director Darin Pryor)

VII. **CLAIMS and/or FISCAL TRANSACTIONS** –

- A. **Bid Award** to Capital Paving & Construction for FY 2023 Asphalt Improvement Project 564 and **Ordinance** to enter into contract with same. (PW Director Darin Pryor) **Motion and First Reading**

VIII. **CITIZEN COMMUNICATION**

IX. **MAYOR/CITY COUNCIL COMMENTS**

- A. Proclamation for Local Government Week (May 7-13th)
- B. Proclamation for Building Safety Month
- C. Appointment of Council Representative for P&Z Commission – 1 year term (exp. Apr.-2024)
- D. Reappointment of Nick Barrack for the Board of Public Works – 4 yr term (Aug 2026)
- E. Reappointment of Steve Jung for the Rolla Regional Economic Committee-RREC (Dec 2024)
- F. Reappointment of Bill Jenks for the Rolla Regional Economic Committee-RREC (Dec 2025)
- G. Appointment of Dale Martin for the Industrial Development Authority-IDA to serve the unfinished term of Elizabeth Smith (Sept 2026)
- H. Councilwoman Steen – Discussion regarding the UTV Ordinance.

X. **COMMENTS FOR THE GOOD OF THE ORDER**

XI. **CLOSED SESSION** –

Closed Session per RSMo 610.021- (2) Real Estate (1) Legal

XII. **ADJOURNMENT** -

**ROLLA CITY COUNCIL MEETING MINUTES
MONDAY, APRIL 3rd, 2023; 6:30 P.M.
ROLLA CITY HALL COUNCIL CHAMBERS
901 NORTH ELM STREET**

Presiding: Mayor Louis J. Magdits IV

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

Council Members Absent: None

Council Ward Vacancy: Ward 5 - Carrolyn Bolin

Department Directors and Other City Officials in Physical Attendance: PW Director Darin Pryor, Police Chief Sean Fagan, Fire Chief Jeff Breen, Community Development Director Steve Flowers, Finance Director Steffanie Rogers, City Planner Tom Coots, Parks Director Floyd Jernigan, City Counselor Lance Thurman and City Counselor Carolyn Buschjost.

Mayor Magdits called the meeting to order at approximately 6:30 p.m. and asked Councilman Nathan Chirban to lead in the Pledge of Allegiance.

I. CONSENT AGENDA

- A. Consider Approval of the City Council Minutes of:
1. City Council Meeting – March 6, 2023
 2. Closed Session Minutes – March 6, 2023
 3. City Council Meeting – March 20th, 2023
 4. Closed Session Minutes – March 20th, 2023

A motion was made by Johnson and seconded by Higgins to approve the minutes. A voice vote showed 11 Ayes, zero Nays, zero Absent.

II. PUBLIC HEARINGS –

- A. **Public Hearing and Ordinance** for the Annexation and Assignment of Zoning: A portion of 13063 Old Wire Outer Rd into the corporate limits of the City of Rolla and assigning a zoning of C-2, General Retail. (City Planner Tom Coots) The applicant seeks to voluntarily be annexed into the city limits to allow for access to utilities necessary for development of the property. At 6:34 the Mayor opened the public hearing. Mike Woessner, 1703 N. Bishop, spoke as a representative for James W. Hayes Trust and explained the applicants desires to build an Extended Stay Marriot Hotel. They were not able to get to be heard by Planning and Zoning in February after their application because they were unable to have a quorum. Due to this delay, Mr. Woessner requested consideration for a first and final reading. With no

April 3rd, 2023

other citizens to speak for or against the proposal, the Mayor closed the public hearing around 6:39. City Counselor Lance Thurman read the ordinance for its first reading; by title: ORDINANCE 4726: AN ORDINANCE TO APPROVE THE ANNEXATION OF A PORTION OF 13063 OLD WIRE OUTER RD. INTO THE CORPORATE LIMITS OF THE CITY OF ROLLA AND ASSIGNING ZONING OF SAID PROPERTY AS THE C-2, GENERAL RETAIL DISTRICT. A motion was made by Fridley and seconded by Kessinger to suspend the rules for a final reading. A voice vote showed 11 Ayes, zero Nays, none Absent. City Counselor Lance Thurman read the ordinance for its final reading. A motion was made by Higgins and seconded by Fridley to approve the annexation and zoning assignment. A roll call vote showed: Ayes: Balch, Mayberry, Chirban, Renaud, Florence, Kessinger, Higgins, Hall, Johnson, Fridley, and Steen. Nays: none. Absent: none.

- B. **Public Hearing and Ordinance** for the rezoning of 605 W 7th and 605/607 N. State from the C-2, General Retail district to the C-3, Highway Commercial district. (City Planner Tom Coots) The applicant seeks to rezone the subject property to allow for additional potential commercial uses allowed in the C-3 district. At 6:44 the Mayor opened the public hearing. Mike Woessner, 1703 N. Bishop spoke as representative for Denny La Bantsching. He explained that the applicant has missed out on a couple tax paying type businesses that wanted to relocate to their property but the current zoning assignment wouldn't allow their needs. Due to the application being delayed by in February due to lack of a quorum, Mr. Woessner requested consideration for a first and final reading. With no further citizens to speak for or against the proposal, the Mayor closed the hearing at 6:48. City Counselor Lance Thurman read the ordinance for its first reading; by title: ORDINANCE 4727: AN ORDINANCE TO APPROVE THE RE-ZONING OF 605 W 7TH STREET AND 605/607 N. STATE STREET FROM THE C-2, GENERAL RETAIL DISTRICT TO THE C-3 HIGHWAY COMMERCIAL DISTRICT. A motion was made by Johnson and seconded by Renaud to suspend the rules for final reading. A voice vote showed 11 Ayes, zero Nays, and none Absent. A motion was made by Higgins and seconded by Chirban to approve the rezoning. A roll call vote showed: Ayes: Kessinger, Fridley, Steen, Renaud, Mayberry, Chirban, Balch, Johnson, Florence, Higgins, and Hall. Nays: none. Absent: none.

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

- a. Environmental Services Department Monthly Report – February 2023
- b. Building Codes monthly report – February 2023
- c. Police Department Monthly Report – January 2023
- d. Animal Control Division Report – January 2023
- e. Board of Public Works Minutes & Financial Statistics for February 28, 2023
- f. The Centre Income Statement ending February 2023
- g. Municipal Court Summary Reporting for February 2023
- h. P&Z Commission Minutes for January 10th & February 28th, 2023
- i. City of Rolla Financial Report ending February 28th, 2023

Some discussion was had over the financial reports for the Centre reflecting a shortfall between revenue and expenses.

IV. ACKNOWLEDGMENTS and SPECIAL PRESENTATIONS – None

V. OLD BUSINESS –

- C. **Ordinance** for the rezoning of 1203 S. Bishop from the C-2, General Retail district to the C-3, Highway Commercial district. (City Planner Tom Coots) City Counselor Lance Thurman read the ordinance for its final reading; by title: ORDINANCE 4728: AN ORDINANCE TO APPROVE THE RE-ZONING OF 1203 BISHOP AVE FROM THE C-2, GENERAL RETAIL DISTRICT TO THE C-3, HIGHWAY

COMMERCIAL DISTRICT. A motion was made by Higgins and seconded by Renaud to approve the re-zoning. A roll call vote showed the following: Ayes: Florence, Johnson, Chirban, Fridley, Renaud, Steen, Mayberry, Higgins, Hall, Balch, and Kessinger. Nays: zero. Absent: none.

- A. **Ordinance** for the rezoning of 1708 Ashwood Dr. from the R-1, Single-family district to the R-2, Two-family district. (City Planner Tom Coots) City Counselor Lance Thurman read the ordinance for its final reading; by title: ORDINANCE 4729: AN ORDINANCE TO APPROVE THE RE-ZONING OF 1708 ASHWOOD DR. FROM THE R-1, SINGLE-FAMILY DISTRICT TO THE R-2, TWO-FAMILY DISTRICT. A motion was made by Higgins and seconded by Johnson to approve the re-zoning. A roll call vote showed the following: Ayes: Higgins, Steen, Renaud, Mayberry, Chirban, Balch, Johnson, Kessinger, Florence, Hall, and Fridley. Nays: zero. Absent: none.

- B. **Ordinance** to approve the Minor Subdivision to reorganize 3 commercial lots and create 1 additional commercial lot at 2339,3409, and 3419 N. Bishop. (City Planner Tom Coots) City Counselor Lance Thurman read the ordinance for its final reading; by title: ORDINANCE 4730: AN ORDINANCE TO APPROVE THE MINOR SUBDIVISION FINAL PLAT OF RCP PLAT NO. 2. A motion was made by Chirban and seconded by Johnson to approve the Minor Subdivision. A roll call vote showed: Ayes: Mayberry, Balch, Chirban, Renaud Steen, Kessinger, Florence, Hall, Johnson, Fridley, and Higgins. Nays: zero. Absent: none.

- C. **Ordinance** authorizing the Mayor to enter into the Missouri Highways and Transportation Commission Transportation Alternatives Funds Agreement. (PW Director Darin Pryor) City Counselor Lance Thurman read the ordinance for its final reading; by title: ORDINANCE 4731: AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI A CERTAIN TRANSPORTATION ALTERNATIVE FUNS PROGRAM AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI AND MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION FOR THE REPLACEMENT OF APPROXIMATELY 76 ADA CURB RAMPS. A motion was made by Johnson and seconded by Higgins to approve the funding agreement. A roll call vote showed the following: Ayes: Johnson, Fridley, Steen, Renaud, Higgins, Chirban, Balch, Kessinger, Florence, Hall, and Mayberry. Nays: none. Absent: none.

- D. **Ordinance** authorizing an agreement with Skyscraper Marine, LLC dba Tubbs & Son Construction for the demolition of the Ransdall Building – Project 561 and of same. (PW Director Darin Pryor) City Counselor Lance Thurman read the ordinance for its final reading; by title: ORDINANCE 4732: AN ORDINANCE AUTHORIZING TH MAYOR OF THE CITY OF ROLLA, MISSOURI TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI A CONTRACT AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI AND SKYSCRAPER MARINE, LLC DBA TUBBS & SON CONSTRUCTION LLC. A motion was made by Higgins and seconded by Johnson to approve the ordinance. A roll call vote showed: Ayes: Hall, Mayberry, Chirban, Renaud, Steen, Kessinger, Higgins, Balch, Johnson, Fridley, and Florence

VI. NEW BUSINESS –

- A. **Resolution** to award bid to Federal Signal Safety Corporation for the purchase of a storm siren and communications equipment. (Fire Chief Jeff Breen) City Counselor Lance Thurman read the resolution for one reading; by title: RESOLUTION 2020: A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI A CERTAIN SALES AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI AND FEDERAL SIGNAL SAFETY CORPORATION FOR ONE EMERGENCY STORM SIREN. A motion was made by Kessinger and seconded by Balch to approve the purchase through Federal Signal Safety Corporation for \$26,055.96. A voice vote showed 11 Ayes. 1 Nay. None absent.

B. **Ordinance** to repeal and replace Section 27-89 of the City of Rolla code concerning stop intersection. (PW Director Darin Pryor) After a comprehensive review of Section 27-89 of the City Code regarding stop intersections it is necessary to update the code to match what is in the field. City Counselor read the ordinance for its first reading: AN ORDINANCE REPEALING SECTION 27-89 OF THE GENERAL ORDINANCES OF THE CITY OF ROLLA, MISSOURI, KNOWN AS THE CODE OF THE CITY OF ROLLA, MISSOURI, AND ENACTING A NEW SECTION 27-89 IN LIEU THEREOF RELATING TO STOP INTERSECTION.

C. **Ordinance** to change the stop condition to a stop on Powell Ave. at 13th. (PW Director Darin Pryor) This would remove the current stop signs on 13th street traffic at Powell Ave. and add two stop signs on Powell at the same intersection. City Counselor Lance Thurman read the ordinance for its first reading: AN ORDINANCE AMENDING SECTION 27-89 OF THE GENERAL ORDINANCES OF THE CITY OF ROLLA, MISSOURI KNOWN AS THE CODE OF THE CITY OF ROLLA, MISSOURI, PERTAINING TO STOP INTERSECTION.

D. **Ordinance** to restrict parking on a section of Fairburn Drive. (PW Director Darin Pryor) After reviewing the sight distance on Fairburn Drive it is recommended to restrict parking on a section of Fairburn Drive. City Counselor Lance Thurman read the ordinance for its first reading: AN ORDINANCE AMENDING SECTION 27-92 OF THE GENERAL ORDINANCES OF THE CITY OF ROLLA, MISSOURI KNOWN AS THE CODE OF THE CITY OF ROLLA, MISSOURI, RELATING TO PARKING.

VII. CLAIMS and/or FISCAL TRANSACTIONS –

A. **Award of bid** to Insituform Technologies for Project 559 2023 Sewer Lining and **Ordinance** authorizing agreement with same. (PW Director Darin Pryor) This project will line just under 1.5 miles of sanitary sewer in various locations throughout the city. A motion was made by Johnson and seconded by Renaud to award the bid to Insituform Technologies for \$296,441.40. A voice vote showed 11 Ayes, zero Nays. City Councilman Lance Thurman read the ordinance for its first reading: AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI A CONTRACT AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI AND INSITUFORM TECHNOLOGIES USA, LLC.

VIII. CITIZEN COMMUNICATION

- A. Gerome Beck-13850 S. US Highway 63: Thanked Council for their efforts towards resolving homelessness.
- B. Jody Eberly-496 Countryside: Urged Council to not interfere with The Mission in their efforts to serve the homeless and help people get back on their feet.
- C. David Dukes-310 Becca: Mr. Dukes felt that it is was hypocritical for the city to make laws for others while not abiding by same with reference to trash left in Schuman Park. He also encouraged Council members to get to know homeless Individuals in Rolla.
- D. Cheryl Shannon-1803 Sandstone: Spoke in favor of the mission who is currently helping a family member get back on his feet.

IX. MAYOR/CITY COUNCIL COMMENTS

- A. Mayor Magdits reminded everyone to vote at the April 4, 2023 General Municipal Election.
- B. Councilwoman Balch reminded everyone of the next food distribution on Wednesday from 10:00-12:00 at the Phelps County Dream Center.

C. Councilman Florence encouraged everyone to watch the Fine Linen production of The Pirates of Penzance.

X. COMMENTS FOR THE GOOD OF THE ORDER

XI. CLOSED SESSION –

Closed Session per RSMo 610.021- (1) Legal (3) Real Estate

At 7:33 a motion was made by Johnson and seconded by Kessinger to go into closed session. A roll call vote showed the following: Ayes: Chirban, Balch, Mayberry, Renaud, Steen, Kessinger, Higgins, Hall, Florence, Fridley, and Johnson. Nays: none. Absent: none

At 9:24 Council returned from closed session where a discussion of real estate legal advice occurred with no final action.

XII. ADJOURNMENT -

Having no further business, the meeting adjourned at approximately 9:26 p.m.
Minutes respectfully submitted by City Clerk Lorri Thurman.

CITY CLERK

MAYOR

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**ROLLA CITY COUNCIL MEETING MINUTES
MONDAY, APRIL 17TH, 2023; 6:30 P.M.
ROLLA CITY HALL COUNCIL CHAMBERS
901 NORTH ELM STREET**

Presiding: Mayor Louis J. Magdits IV

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

Newly Elected Council Members in Physical Attendance: Joshua Vroman

Council Members Absent: Tina Balch

Council Ward Vacancy: Ward 5 - Carolyn Bolin

Department Directors and Other City Officials in Physical Attendance: PW Director Darin Pryor, Police Chief Sean Fagan, Fire Chief Jeff Breen, Community Development Director Steve Flowers, Finance Director Steffanie Rogers, Parks Director Floyd Jernigan, City Counselor Carolyn Buschjost.

Mayor Magdits called the meeting to order at approximately 6:30 p.m. and asked Councilman Matt Fridley to lead in the Pledge of Allegiance.

I. OLD BUSINESS –

Ordinance to repeal and replace Section 27-89 of the City of Rolla code concerning stop intersection. (PW Director Darin Pryor) City Counselor Carolyn Buschjost read the ordinance for its final reading by title: ORDINANCE 4733: AN ORDINANCE AMENDING SECTION 27-89 OF THE GENERAL ORDINANCES OF THE CITY OF ROLLA, MISSOURI, KNOWN AS THE CODE OF THE CITY OF ROLLA, MISSOURI, PERTAINING TO STOP INTERSECTIONS. A motion was made by Johnson and seconded by Higgins to approve the ordinance. A roll call vote showed the following: Ayes: Renaud, Florence, Steen, Higgins, Chirban, Fridley, Johnson, Kessinger, Mayberry, and Hall. Nays: zero. Absent: Balch.

Ordinance to change the stop condition to a stop on Powell at 13th. (PW Director Darin Pryor) City Counselor Carolyn Buschjost read the ordinance for its final reading by title: ORDINANCE 4734: AN ORDINANCE AMENDING SECTION 27-89 OF THE GENERAL ORDINANCES OF THE CITY OF ROLLA, MISSOURI, KNOWN AS THE CODE OF THE CITY OF ROLLA, MISSOURI, PERTAINING TO STOP INTERSECTIONS. A motion was made by Higgins and seconded by Kessinger to approve the ordinance. A roll call vote showed the following: Ayes: Fridley, Kessinger, Higgins, Renaud, Steen, Mayberry, Chirban, Johnson, Hall, and Florence. Nays: none. Absent: Balch.

April 17th, 2023

Ordinance to restrict parking on a section of Fairburn Drive. (PW Director Darin Pryor) City Counselor Carolyn Buschjost read the ordinance for its final reading by title: ORDINANCE 4735: AN ORDINANCE AMENDING SECTION 27-92 OF THE GENERAL ORDINANCES OF THE CITY OF ROLLA, MISSOURI KNOWN AS THE CODE OF THE CITY OF ROLLA, MISSOURI, RELATING TO PARKING. A motion was made by Steen and seconded by Higgins to approve the ordinance. A roll call vote showed the following: Ayes: Steen, Chirban, Higgins, Renaud, Mayberry, Johnson, Kessinger, Florence, Fridley, and Hall. Nays: zero. Absent: Balch.

Ordinance authorizing agreement with Insituform Technologies for Project 559-2023 Sewer Lining. (PW Director Darin Pryor) City Counselor Carolyn Buschjost read the ordinance for its final reading by title: ORDINANCE 4736: AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI A CONTRACT AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI AND INSITUFORM TECHNOLOGIES USA, LLC. A motion was made by Johnson and seconded by Chirban to approve the ordinance. A roll call vote showed the following: Ayes: Chirban, Mayberry, Renaud, Steen, Kessinger, Higgins, Hall, Florence, Fridley, and Johnson. Nays: zero. Absent: Balch.

II. CONSENT AGENDA

- A. **Motion** accepting the April 4th, 2023 Certified Election Results (City Administrator John Butz) A motion was made by Kessinger and seconded by Hall to accept the certified election results for the April 4th General Municipal Election. A voice vote showed 10 Ayes. Zero Nays: 1 Absent (Balch).

III. ELECTED OFFICIALS SWEARING-IN CEREMONY

A. **Comments/Recognitions of Outgoing Councilmembers:**

- i. Ward 5 Councilwoman Carrolyn Bolin
- ii. Ward 1 Councilwoman Moriah Renaud

B. **Swearing-In of Newly Elected Officials:**

- i. Ward 1 Councilman Joshua Vroman
- ii. Ward 2 Councilwoman Megan Johnson
- iii. Ward 3 Councilman Matthew Fridley
- iv. Ward 4 Councilman Robert Kessinger
- v. Ward 5 Councilwoman Stanley Mayberry
- vi. Ward 6 Councilwoman Victoria Steen

Mayor Magdits recognized outgoing Councilmember Moriah Renaud for her service to the Citizens of Rolla and presented her with a certificate. Also recognized was Councilwoman Bolin (not present) who was unable to finish her term. City Clerk Lorri Thurman swore-in all 6 of the incoming Councilmembers.

IV. PUBLIC HEARINGS – None

V. ACKNOWLEDGMENTS and SPECIAL PRESENTATIONS – None

VI. NEW BUSINESS –

- A. **Motion** to approve use of RNA fields for Greek Week Games in September 2023 with beer sales. (Public Works Director Darin Pryor) A member of the Interfraternity Council was present to advise the date had changed to September 8th and 16th. A motion was made by Johnson and seconded by Fridley to approve the use of the RNA fields including beer sales. A voice vote showed 10 Ayes, zero Nays, and 1 Absent (Balch).

- B. **Ordinance** to update Chapter 25 of the Rolla City Code pertaining to Business Licenses. (Finance Director Steffanie Rogers) This item was pulled from the agenda for further review.

VII. **CLAIMS and/or FISCAL TRANSACTIONS** –

VIII. **CITIZEN COMMUNICATION**

1. Patrick Lewis Obien-1813 Vichy Rd: Shared with Council his favorable opinion of the Mission.
2. Raymond Maedgen III-11825 Pvt 5136: Shared his personal experience with how the Mission supported him during a hard point in his life.
3. Charles Barker-305 W 9th: Shared positive experiences that he has had over the last 3 years as a neighbor of the Mission and how the Mission helped him become a better involved community member.
4. Madilyn Mclemore-900 Collegiate Blvd.: Shared with Council that there is research that shows that the homeless are far more likely to become victims of crimes rather than the myth that they increase crime.
5. Hollis Waits-406 E. 12th: Shared with Council that allowing for more overnight shelters is beneficial to Rolla. Research shows that the homeless are no more dangerous than the homed and the myth about crime and the homeless shouldn't be factor in determining zoning since it is false.
6. Colin Mathers-1575 Watts: Shared his opinion that the new zoning regulations on overnight shelters would damage them. He also indicated the work the Mission does is good work.
7. Mason Sitek-202 W 18th: Shared she lives near the Mission and has volunteered at the Mission. She helped set-up the gardening area and really enjoyed being there with the people. Mayor Magdits thanked all the speakers for doing their research and getting involved in their community.

IX. **MAYOR/CITY COUNCIL COMMENTS**

- A. Proclamation for National Day of Prayer, May 4th, 2023 – Mayor Magdits presented Gwendolyn Hicks and Bruce Wade with a proclamation. Ms. Hicks details regarding the National Day of Prayer breakfast and as well as the reading of the national prayer at the Phelps County Courthouse at 12:15 pm on the same day.
- B. Proclamation for Arbor Day – April 28th, 2023- Mayor Magdits presented Parks Director Floyd Jernigan with a proclamation who then shared the different programs that the city participates in an attempt to re-forest Rolla.
- C. Appointment by Council of Mayor Pro-Tem for 1 year term. (expires April 2024) Councilwoman Steen nominated Councilman Florence to continue as Mayor Pro-Tem. A motion was made by Johnson and seconded by Higgins to approve the nomination. A voice vote showed 10 Ayes, zero Nays, and 1 Absent (Balch).
- D. Councilwoman Johnson recognized the efforts of Caleb Pelc who, for his Eagle Scout project, revitalized ball field #5 in the back of Lions Club Park. There will be a ribbon cutting on April 28th at 4:00 pm.
- E. Councilman Florence recognized the efforts of the PW Department for their prompt and professional response to an issue with the curb by the Library. He also recognized the local chapter of the NSBE (National Society of Black Engineers) who was rated #1 for the year.
- F. Councilman Fridley shared his respect for anyone willing to step-up and be a part of the community.

X. COMMENTS FOR THE GOOD OF THE ORDER

Parks Director Floyd Jernigan shared city supported events to celebrate National Tennis Month in May.

XI. CLOSED SESSION –

Closed Session per RSMo 610.021- (2) Real

At 7:33 pm a motion was made by Johnson and seconded by Higgins to enter into closed session. A roll call vote showed the following: Ayes: Johnson, Florence, Steen, Mayberry, Higgins, Hall, Vroman, Fridley, Chirban, and Kessinger. Zero Nays. Absent: Balch.

At 7:50 pm Council returned from closed session where one item of real estate was discussed with no final action.

I. ADJOURNMENT -

Having no further business, the meeting adjourned at approximately 7:50 p.m.
Minutes respectfully submitted by City Clerk Lorri Thurman.

CITY CLERK

MAYOR

**MARCH MATERIALS COLLECTED & SHIPPED
FROM RECYCLING CENTER**

(Based on Calendar Year)

| Material | Mar 2023 | Feb 2023 | Mar 2022 | Year-to-Date 2023 | Year-to-Date 2022 | Yearly Total 2022 |
|------------------------|------------------|------------------|------------------|-------------------|-------------------|--------------------|
| Cardboard | 148.2 ton | 105.0 ton | 149.0 ton | 340.2 ton | 428.0 ton | 1,481.9 ton |
| Newspaper | 37.2 ton | 20.0 ton | 53.0 ton | 94.7 ton | 105.0 ton | 455.6 ton |
| High Grade Paper | 0.0 ton | 0.0 ton | 20.0 ton | 0.0 ton | 20.0 ton | 63.5 ton |
| Aluminum | 2.5 ton | 0.0 ton | 2.5 ton | 5.0 ton | 4.8 ton | 16.1 ton |
| Steel Cans/Scrap Metal | 3.2 ton | 6.5 ton | 7.3 ton | 14.5 ton | 20.2 ton | 69.7 ton |
| Plastic | 18.8 ton | 0.0 ton | 20.5 ton | 38.2 ton | 31.5 ton | 98.2 ton |
| Glass | 21.8 ton | 41.6 ton | 21.5 ton | 86.1 ton | 42.5 ton | 201.7 ton |
| Batteries | 0.0 ton | 0.0 ton | 0.5 ton | 0.8 ton | 0.8 ton | 2.1 ton |
| Electronic Waste | 0.0 ton | 0.0 ton | 5.0 ton | 3.6 ton | 12.1 ton | 39.3 ton |
| Household HW | 0.0 ton | 0.0 ton | 0.0 ton | 0.0 ton | 0.0 ton | 0.0 ton |
| TOTAL | 231.8 ton | 173.1 ton | 279.3 ton | 583.1 ton | 664.8 ton | 2,428.1 ton |

SERVICES PROVIDED

| Type of Service | Mar 2023 | Feb 2023 | Mar 2022 | Year-to-Date 2023 | Year-to-Date 2022 | Yearly Total 2022 |
|---|-----------|-----------|-----------|-------------------|-------------------|-------------------|
| Special Pick-ups | 49 | 33 | 53 | 108 | 136 | 639 |
| Paper Shredding | 8.5 hours | 4.5 hours | 5.0 hours | 16.5 hours | 19.5 hours | 59.5 hours |
| Reported Trash Nuisances | 0 | 0 | 0 | 0 | 0 | 0 |
| Households Dropping Off Hazardous Waste | 74 | 58 | 111 | 182 | 207 | 953 |

DISPOSAL TONNAGE

(Sanitation Division)

| Material | Mar 2023 | Feb 2023 | Mar 2022 | Year-to-Date 2023 | Year-to-Date 2022 | Yearly Total 2022 |
|----------|-------------|-------------|-------------|-------------------|-------------------|-------------------|
| Refuse | 1,402.5 ton | 1,260.8 ton | 1,472.9 ton | 3,881.8 ton | 3,961.7 ton | 16,383.3 ton |

Management Report
FISCAL YEAR 2023

March 2023

| BUILDING PERMITS ISSUED | MARCH FY 2023 | | MARCH FY 2022 | | YTD FY 2023 | | YTD FY 2022 | | Δ CHANGE FY 22 - FY 23 | |
|----------------------------------|------------------|---------------|------------------|--------------|----------------|---------------|----------------|---------------|---------------------------|----------|
| | # | Value | # | Value | # | Value | # | Value | # ISSUED | \$ VALUE |
| PERMITS ISSUED | 29 | \$ 1,226,014 | 31 | | 169 | | 198 | | -14.6% | |
| Electric, Plumbing, etc. Only | 12 | \$ - | 13 | \$ 100,000 | 74 | \$ - | 63 | \$ 100,000 | 17.5% | -100.0% |
| Single Famil Detached | 1 | \$ 231,000 | 1 | \$ 470,500 | 3 | \$ 531,000 | 6 | \$ 2,040,527 | -50.0% | -74.0% |
| Single Family Attached | - | \$ - | - | \$ - | - | \$ - | 8 | \$ 1,437,000 | -100.0% | -100.0% |
| Duplexes | - | \$ - | - | \$ - | - | \$ - | 1 | \$ 291,800 | -100.0% | -100.0% |
| 3-or-4 family | 1 | \$ 540,200 | - | \$ - | 6 | \$ 3,241,000 | 8 | \$ 3,402,590 | -25.0% | -4.7% |
| 5-or-more family | - | \$ - | - | \$ - | 1 | \$ 2,800,000 | 1 | \$ 2,057,200 | 0.0% | 96.1% |
| Hotels, Motels | - | \$ - | - | \$ - | - | \$ - | - | \$ - | - | - |
| Other nonhousekeeping shelter | - | \$ - | - | \$ - | - | \$ - | - | \$ - | - | - |
| Amusement, social, recreational | - | \$ - | - | \$ - | - | \$ - | 2 | \$ 291,500 | -100.0% | -100.0% |
| Churches, other religious | - | \$ - | - | \$ - | - | \$ - | - | \$ - | - | - |
| Industrial | - | \$ - | - | \$ - | - | \$ - | - | \$ - | - | - |
| Parking garages | - | \$ - | 1 | \$ 4,000 | 3 | \$ 50,383 | 3 | \$ 86,500 | 0.0% | -41.8% |
| Service stations, repair garages | - | \$ - | 1 | \$ 1,204,750 | 2 | \$ 1,795,125 | 1 | \$ 1,204,750 | 100.0% | 49.0% |
| Hospitals, institutional | - | \$ - | - | \$ - | - | \$ - | - | \$ - | - | - |
| Hospitals, banks, professional | - | \$ - | - | \$ - | - | \$ - | - | \$ - | - | - |
| Public Works, utilities | - | \$ - | - | \$ - | 1 | \$ 1,100,000 | - | \$ - | - | - |
| Schools, other educational | - | \$ - | - | \$ - | - | \$ - | - | \$ - | - | - |
| Stores, customer | - | \$ - | 1 | \$ 500,000 | - | \$ - | 1 | \$ 500,000 | -100.0% | -100.0% |
| Towers, antennas | 1 | \$ 170,000 | - | \$ - | 1 | \$ 814,650 | 1 | \$ 1,850,000 | 0.0% | -56.0% |
| Signs, attached and detached | 3 | \$ 8,064 | - | \$ - | 1 | \$ 170,000 | - | \$ - | - | - |
| Residential addition, remodel | 8 | \$ 225,750 | 7 | \$ 128,000 | 24 | \$ 90,064 | 28 | \$ 160,850 | -14.3% | -44.0% |
| Commercial addition, remodel | 3 | \$ 91,000 | 1 | \$ 340,000 | 16 | \$ 1,234,800 | 15 | \$ 2,645,600 | 6.7% | -53.3% |
| Residential garage, carport | - | \$ - | - | \$ - | - | \$ - | - | \$ - | - | - |
| Demolition, single family | - | \$ - | 1 | \$ - | 4 | \$ - | 16 | \$ - | -75.0% | #DIV/0! |
| Demolition, 2-family | - | \$ - | - | \$ - | - | \$ - | - | \$ - | - | - |
| Demolition, 3-or-4 family | - | \$ - | - | \$ - | - | \$ - | - | \$ - | - | - |
| Demolition, 5-or-more family | - | \$ - | - | \$ - | - | \$ - | - | \$ - | - | - |
| Demolition, all other | - | \$ - | - | \$ - | 1 | \$ - | 3 | \$ - | -66.7% | - |
| Total Residential Units | 5 | \$ 771,200.00 | 1 | \$ 470,500 | 35 | \$ 6,572,000 | 98 | \$ 9,229,117 | -64.3% | -28.8% |
| EST. CONSTRUCTION COSTS | | \$ 1,266,014 | - | \$ 4,603,950 | - | \$ 12,731,050 | - | \$ 17,275,567 | #DIV/0! | -26.3% |
| Building Permit Fees | | \$ 6,186 | - | \$ 13,478 | - | \$ 50,553 | - | \$ 59,526 | #DIV/0! | -15.1% |
| FEES | | \$ 12,836 | - | \$ 23,178 | - | \$ 91,853 | - | \$ 126,276 | #DIV/0! | -27.3% |

| INSPECTIONS PERFORMED | MARCH FY 2023 | | MARCH FY 2022 | | YTD FY 2023 | | YTD FY 2022 | | FY FY 22 - FY 23 | |
|------------------------------|------------------|-------|------------------|-------|----------------|-------|----------------|-------|---------------------|---|
| | # | Value | # | Value | # | Value | # | Value | # | % |
| Building Inspections | 105 | | 170 | | 653 | | 994 | | -34% | |
| Electrical Inspections | 65 | | 87 | | 358 | | 401 | | -11% | |
| Excavation Inspections | 0 | | 0 | | 0 | | 0 | | #DIV/0! | |
| Plumbing Inspections | 40 | | 67 | | 242 | | 283 | | -14% | |
| Mechanical Inspections | 15 | | 20 | | 107 | | 136 | | -21% | |
| Code Inspections | 162 | | 275 | | 991 | | 1,466 | | -32% | |
| Nuisance Inspections | 112 | | 99 | | 587 | | 566 | | 4% | |
| Business License Inspections | 9 | | 27 | | 46 | | 86 | | -47% | |
| TOTAL INSPECTIONS | 508 | | 745 | | 2984 | | 3,932 | | -24% | |

March 2023

| Building | Elec. | Plumb | Mech. | Gen Com | Nuis. | BL | Daily # | NIR | 30 Day P | 30 Day F | Grass P | Grass F | Trash P | Trash F | Abate Grass | Abate Trash | Summons | # of Inspect. | |
|----------|-------|-------|-------|---------|-------|----|---------|-----|----------|----------|---------|---------|---------|---------|-------------|-------------|---------|---------------|---|
| 3/1 | 2 | 1 | 1 | 0 | 4 | 0 | 12 | 0 | 3 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 3/2 | 2 | 1 | 1 | 0 | 3 | 0 | 9 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 3 |
| 3/3 | 2 | 1 | 0 | 0 | 3 | 4 | 10 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 3/6 | 8 | 0 | 0 | 0 | 8 | 1 | 17 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 3 |
| 3/7 | 5 | 3 | 2 | 1 | 8 | 7 | 26 | 0 | 2 | 2 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 3 |
| 3/8 | 0 | 3 | 0 | 0 | 3 | 4 | 10 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 3/9 | 3 | 2 | 2 | 2 | 3 | 5 | 17 | 0 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 3/10 | 7 | 3 | 1 | 1 | 7 | 1 | 21 | 0 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 3/13 | 5 | 3 | 0 | 0 | 7 | 9 | 24 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 3/14 | 9 | 3 | 0 | 0 | 11 | 7 | 30 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 3/15 | 9 | 7 | 3 | 3 | 16 | 8 | 46 | 0 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 3/16 | 3 | 6 | 3 | 1 | 8 | 6 | 28 | 0 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 3/17 | 4 | 6 | 3 | 1 | 8 | 1 | 25 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 3/20 | 8 | 2 | 0 | 1 | 9 | 7 | 27 | 0 | 0 | 1 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 3 |
| 3/21 | 7 | 2 | 0 | 0 | 9 | 2 | 21 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 3/22 | 4 | 3 | 2 | 0 | 6 | 8 | 23 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 3/23 | 2 | 3 | 4 | 0 | 7 | 3 | 19 | 1 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 3/24 | 3 | 1 | 3 | 0 | 5 | 5 | 18 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| 3/27 | 4 | 2 | 2 | 1 | 6 | 7 | 22 | 0 | 2 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 3 |
| 3/28 | 4 | 4 | 4 | 1 | 10 | 10 | 34 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 3 |
| 3/29 | 3 | 3 | 4 | 2 | 6 | 3 | 21 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 3/30 | 3 | 3 | 2 | 0 | 6 | 6 | 20 | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 3 |
| 3/31 | 8 | 3 | 3 | 1 | 9 | 4 | 28 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3 |
| 105 | 65 | 40 | 15 | 162 | 112 | 9 | 508 | 3 | 23 | 16 | 0 | 0 | 5 | 3 | 0 | 0 | 0 | 3 | 3 |

Rolla Police Department Monthly Report
YTD 2023

Calls for Service

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

| Description | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | YTD | 2022 YTD | % Increase |
|-----------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|----------|------------|
| Abandoned/Recovered Property | 11 | 13 | 17 | | | | | | | | | | 41 | 46 | -10.87% |
| Abandoned Vehicle | 26 | 15 | 16 | | | | | | | | | | 57 | 49 | 16.33% |
| Accident - Fatality | 0 | 0 | 0 | | | | | | | | | | 0 | 0 | #DIV/0! |
| Accident - Injury | 11 | 17 | 15 | | | | | | | | | | 43 | 54 | -20.37% |
| Accident - Leave The Scene | 5 | 16 | 23 | | | | | | | | | | 44 | 37 | 18.92% |
| Accident - No Injury | 40 | 41 | 34 | | | | | | | | | | 115 | 139 | -17.27% |
| Accident - Private Property | 22 | 16 | 13 | | | | | | | | | | 51 | 73 | -30.14% |
| Accident - Road Blocked | 7 | 2 | 10 | | | | | | | | | | 19 | 13 | 46.15% |
| Adult Abuse | 1 | 0 | 0 | | | | | | | | | | 1 | 0 | #DIV/0! |
| Alarm LE | 68 | 63 | 68 | | | | | | | | | | 199 | 216 | -7.87% |
| Animal Bite/Attack | 2 | 0 | 1 | | | | | | | | | | 3 | 13 | -76.92% |
| Animal Control | 93 | 75 | 86 | | | | | | | | | | 254 | 280 | -9.29% |
| Arson | 0 | 0 | 0 | | | | | | | | | | 0 | 0 | #DIV/0! |
| Assault | 14 | 8 | 6 | | | | | | | | | | 28 | 39 | -28.21% |
| Assist Agency Non-LEA | 81 | 64 | 74 | | | | | | | | | | 219 | 227 | -3.52% |
| Assist Citizen | 6 | 7 | 6 | | | | | | | | | | 19 | 22 | -13.64% |
| Assist LEA | 10 | 13 | 11 | | | | | | | | | | 34 | 44 | -22.73% |
| Assist Motorist | 25 | 18 | 26 | | | | | | | | | | 69 | 86 | -19.77% |
| Bomb Threat | 0 | 0 | 0 | | | | | | | | | | 0 | 2 | -100.00% |
| Building Lockout | 1 | 0 | 0 | | | | | | | | | | 1 | 0 | #DIV/0! |
| Burglary | 11 | 9 | 7 | | | | | | | | | | 27 | 40 | -32.50% |
| Business/Building Check | 205 | 227 | 202 | | | | | | | | | | 634 | 758 | -16.36% |
| Call for Police | 61 | 60 | 62 | | | | | | | | | | 183 | 215 | -14.88% |
| Check Well Being | 97 | 96 | 107 | | | | | | | | | | 300 | 300 | 0.00% |
| Child Abuse | 1 | 2 | 3 | | | | | | | | | | 6 | 4 | 50.00% |
| Child Exploitation/Pornography | 2 | 0 | 0 | | | | | | | | | | 2 | 0 | #DIV/0! |
| Confidential Investigation | 0 | 0 | 0 | | | | | | | | | | 0 | 2 | -100.00% |
| Conservation Violation | 0 | 0 | 0 | | | | | | | | | | 0 | 1 | -100.00% |
| Court | 10 | 10 | 6 | | | | | | | | | | 26 | 23 | 13.04% |
| Crossing Guard (Officer coverage) | 5 | 3 | 2 | | | | | | | | | | 10 | 20 | -50.00% |
| CWB 911 Hangup | 209 | 228 | 269 | | | | | | | | | | 706 | 689 | 2.47% |
| Death | 1 | 0 | 0 | | | | | | | | | | 1 | 6 | -83.33% |
| Destruction of Property | 15 | 18 | 16 | | | | | | | | | | 49 | 44 | 11.36% |
| Disturbance-Fireworks | 0 | 0 | 0 | | | | | | | | | | 0 | 3 | -100.00% |
| Disturbance-Liquor | 2 | 0 | 0 | | | | | | | | | | 2 | 1 | 100.00% |
| Disturbance-Other | 71 | 57 | 77 | | | | | | | | | | 205 | 189 | 8.47% |
| Domestic Violence | 25 | 33 | 32 | | | | | | | | | | 90 | 130 | -30.77% |
| Driving While Intoxicated | 6 | 10 | 9 | | | | | | | | | | 25 | 32 | -21.88% |
| Drown/Water Rescue | 0 | 0 | 0 | | | | | | | | | | 0 | 0 | #DIV/0! |
| Drug Paraphernalia | 6 | 11 | 10 | | | | | | | | | | 27 | 24 | 12.50% |
| Escort - Bank | 0 | 1 | 0 | | | | | | | | | | 1 | 1 | 0.00% |
| Escort - Courtesy | 12 | 9 | 5 | | | | | | | | | | 26 | 22 | 18.18% |
| Escort - Funeral | 12 | 4 | 11 | | | | | | | | | | 27 | 20 | 35.00% |
| Exparte Violation | 14 | 3 | 13 | | | | | | | | | | 30 | 16 | 87.50% |
| Field Interview | 49 | 35 | 24 | | | | | | | | | | 108 | 90 | 20.00% |
| Fight | 5 | 1 | 3 | | | | | | | | | | 9 | 15 | -40.00% |
| Fingerprints | 0 | 4 | 3 | | | | | | | | | | 7 | 25 | -72.00% |
| Follow-up | 117 | 128 | 164 | | | | | | | | | | 409 | 338 | 21.01% |
| Foot Patrol | 0 | 1 | 1 | | | | | | | | | | 2 | 1 | 100.00% |
| Forgery-Counterfeiting | 1 | 0 | 1 | | | | | | | | | | 2 | 3 | -33.33% |
| Found Body | 0 | 1 | 1 | | | | | | | | | | 2 | 1 | 100.00% |
| Fraud - Checks/Credit Card | 14 | 19 | 27 | | | | | | | | | | 60 | 61 | -1.64% |
| Harassment | 30 | 19 | 19 | | | | | | | | | | 68 | 54 | 25.93% |
| Identity Theft | 3 | 3 | 5 | | | | | | | | | | 11 | 4 | 175.00% |
| Information Request | 331 | 322 | 360 | | | | | | | | | | 1,013 | 664 | 52.56% |
| Intoxicated Person | 6 | 5 | 11 | | | | | | | | | | 22 | 38 | -42.11% |
| Jail Incident | 0 | 0 | 0 | | | | | | | | | | 0 | 0 | #DIV/0! |
| Juvenile Complaint | 9 | 20 | 17 | | | | | | | | | | 46 | 40 | 15.00% |
| Keep the Peace/Standby | 9 | 8 | 12 | | | | | | | | | | 29 | 49 | -40.82% |
| Kidnapping | 2 | 0 | 0 | | | | | | | | | | 2 | 1 | 100.00% |

| Description | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | YTD | 2022 YTD | % Increase |
|----------------------------------|--------------|--------------|--------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|--------------|---------------|
| Leave without Pay | 0 | 2 | 0 | | | | | | | | | | 2 | 1 | 100.00% |
| Liquor Violation | 0 | 1 | 0 | | | | | | | | | | 1 | 2 | -50.00% |
| Littering/Dumping | 4 | 0 | 3 | | | | | | | | | | 7 | 7 | 0.00% |
| Loitering | 2 | 2 | 1 | | | | | | | | | | 5 | 24 | -79.17% |
| Lost or Stolen Property | 7 | 11 | 10 | | | | | | | | | | 28 | 20 | 40.00% |
| Loud Noise Complaint | 24 | 17 | 33 | | | | | | | | | | 74 | 89 | -16.85% |
| Malicious Mischief | 1 | 1 | 4 | | | | | | | | | | 6 | 6 | 0.00% |
| Mental Health | 28 | 15 | 16 | | | | | | | | | | 59 | 91 | -35.16% |
| Missing Person | 4 | 4 | 7 | | | | | | | | | | 15 | 26 | -42.31% |
| Murder | 0 | 1 | 0 | | | | | | | | | | 1 | 0 | #DIV/0! |
| Narcotics Violation | 14 | 21 | 14 | | | | | | | | | | 49 | 61 | -19.67% |
| Negotiation Callout | 0 | 0 | 0 | | | | | | | | | | 0 | 0 | #DIV/0! |
| No Business License | 0 | 0 | 1 | | | | | | | | | | 1 | 1 | 0.00% |
| Open Door | 7 | 4 | 3 | | | | | | | | | | 14 | 20 | -30.00% |
| Overdose | 8 | 6 | 5 | | | | | | | | | | 19 | 25 | -24.00% |
| Paper Service | 14 | 22 | 32 | | | | | | | | | | 68 | 100 | -32.00% |
| Prisoner Transport | 8 | 0 | 4 | | | | | | | | | | 12 | 6 | 100.00% |
| Property Damage-Non Criminal | 1 | 1 | 0 | | | | | | | | | | 2 | 2 | 0.00% |
| Prostitution | 0 | 0 | 0 | | | | | | | | | | 0 | 0 | #DIV/0! |
| Prowler | 1 | 1 | 6 | | | | | | | | | | 8 | 6 | 33.33% |
| Public Indecency | 0 | 2 | 2 | | | | | | | | | | 4 | 0 | #DIV/0! |
| Public Relations | 3 | 4 | 11 | | | | | | | | | | 18 | 14 | 28.57% |
| Pursuit | 0 | 0 | 1 | | | | | | | | | | 1 | 1 | 0.00% |
| Rape/Sexual Assault | 2 | 0 | 1 | | | | | | | | | | 3 | 2 | 50.00% |
| Robbery | 2 | 0 | 0 | | | | | | | | | | 2 | 1 | 100.00% |
| Runaway | 7 | 3 | 6 | | | | | | | | | | 16 | 23 | -30.43% |
| Search Warrant | 2 | 1 | 1 | | | | | | | | | | 4 | 0 | #DIV/0! |
| Vacation/Security Check | 18 | 2 | 11 | | | | | | | | | | 31 | 72 | -56.94% |
| Selective Enforcement | 0 | 0 | 0 | | | | | | | | | | 0 | 0 | #DIV/0! |
| Sewer Alarm | 0 | 0 | 1 | | | | | | | | | | 1 | 0 | #DIV/0! |
| Sex Offenses | 3 | 2 | 6 | | | | | | | | | | 11 | 19 | -42.11% |
| Shots Fired | 0 | 3 | 3 | | | | | | | | | | 6 | 6 | 0.00% |
| Soliciting | 2 | 4 | 1 | | | | | | | | | | 7 | 3 | 133.33% |
| Stabbing | 0 | 0 | 0 | | | | | | | | | | 0 | 0 | #DIV/0! |
| Stabbing or Shooting with Injury | 2 | 0 | 0 | | | | | | | | | | 2 | 0 | #DIV/0! |
| Stalking | 3 | 0 | 2 | | | | | | | | | | 5 | 0 | #DIV/0! |
| Stealing | 61 | 58 | 107 | | | | | | | | | | 226 | 167 | 35.33% |
| Stolen Vehicle | 9 | 9 | 14 | | | | | | | | | | 32 | 22 | 45.45% |
| Suicide | 0 | 0 | 0 | | | | | | | | | | 0 | 1 | -100.00% |
| Suspicious Activity | 100 | 81 | 61 | | | | | | | | | | 242 | 221 | 9.50% |
| Suspicious Package/Item | 1 | 0 | 0 | | | | | | | | | | 1 | 1 | 0.00% |
| SWAT Callout | 0 | 0 | 0 | | | | | | | | | | 0 | 1 | -100.00% |
| Tampering | 4 | 2 | 5 | | | | | | | | | | 11 | 14 | -21.43% |
| Telephone Harassment | 6 | 11 | 19 | | | | | | | | | | 36 | 18 | 100.00% |
| Tow Sticker Expired | 17 | 14 | 12 | | | | | | | | | | 43 | 34 | 26.47% |
| Traffic Complaint | 109 | 130 | 130 | | | | | | | | | | 369 | 432 | -14.58% |
| Traffic Stop | 401 | 350 | 282 | | | | | | | | | | 1,033 | 1,135 | -8.99% |
| Trespassing | 56 | 42 | 36 | | | | | | | | | | 134 | 106 | 26.42% |
| Try to Contact | 6 | 14 | 9 | | | | | | | | | | 29 | 42 | -30.95% |
| Vehicle Identification | 35 | 38 | 25 | | | | | | | | | | 98 | 157 | -37.58% |
| Vehicle Lockout | 2 | 3 | 1 | | | | | | | | | | 6 | 3 | 100.00% |
| Vehicle Repossession | 8 | 8 | 2 | | | | | | | | | | 18 | 13 | 38.46% |
| Veterinary Call | 3 | 3 | 1 | | | | | | | | | | 7 | 15 | -53.33% |
| Weapons Violation | 3 | 5 | 4 | | | | | | | | | | 12 | 12 | 0.00% |
| Totals | 2,752 | 2,613 | 2,778 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 8,143 | 8,286 | -1.73% |

Rolla Police Department Monthly Report
YTD 2023

Part I Crimes

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

| | <u>Criminal Homicide</u> | <u>Rape</u> | <u>Robbery</u> | <u>Felony Assault</u> | <u>Burglary</u> | <u>Larceny</u> | <u>Auto Theft</u> | <u>Arson</u> | <u>Total</u> | <u>Change from Previous Yr</u> |
|----------|------------------------------|-------------|----------------|---------------------------|-----------------|----------------|-------------------|--------------|--------------|------------------------------------|
| March | 0 | 1 | 1 | 3 | 4 | 51 | 6 | 1 | 67 | |
| YTD 2023 | 0 | 2 | 1 | 11 | 19 | 135 | 18 | 2 | 188 | |
| 2022 | 0 | 7 | 6 | 93 | 118 | 526 | 45 | 4 | 799 | -1.48% |
| 2021 | 0 | 15 | 9 | 68 | 119 | 564 | 35 | 1 | 811 | -23.20% |
| 2020 | 1 | 12 | 1 | 99 | 172 | 711 | 59 | 1 | 1056 | 13.92% |
| 2019 | 0 | 16 | 6 | 87 | 164 | 604 | 46 | 4 | 927 | 14.59% |
| 2018 | 0 | 30 | 7 | 84 | 102 | 547 | 34 | 5 | 809 | -5.49% |

Overdoses

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

| | <u>Overdose Calls for Service</u> | <u>Narcan Administered by RPD</u> | <u>Overdose Deaths</u> |
|----------|-----------------------------------|-----------------------------------|------------------------|
| March | 5 | 1 | 0 |
| YTD 2023 | 11 | 7 | 3 |
| 2022 | 132 | 42 | 11 |

ANIMAL CONTROL MONTHLY TOTALS

MARCH 2023

ANIMALS IMPOUNDED

| | Canine | Feline | Other | Wildlife | Monthly Total | 2023 YTD Total | 2022 YTD Total |
|----------------------------|-----------|-----------|----------|-----------|------------------|-------------------|-------------------|
| | Domestic | | | | | | |
| City of Rolla | 7 | 5 | 0 | 14 | 26 | 81 | 95 |
| Rolla Area | 1 | 0 | 0 | 0 | 1 | 4 | 5 |
| City of Newburg | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Newburg Area | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Edgar Springs Area | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Other Agencies | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| St. James Area | 0 | 0 | 0 | 0 | 0 | 0 | 7 |
| Ft. Leonard Wood | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Monthly Total | 8 | 5 | 0 | 14 | 27 | | |
| 2023 YTD Total | 38 | 15 | 0 | 32 | | 85 | |
| 2022 YTD Total | 66 | 15 | 0 | 27 | | | 108 |
| Total Phelps County | 1 | 0 | 0 | 0 | 1 | 4 | 13 |

ANIMAL DISPOSITION

| | Canine | Feline | Other | Wildlife | Monthly Total | 2023 YTD Total | 2022 YTD Total |
|-------------------------|-----------|-----------|----------|-----------|------------------|-------------------|-------------------|
| | Domestic | | | | | | |
| Animals Adopted ① | 7 | 0 | 0 | 0 | 7 | 17 | 37 |
| Animals Claimed | 5 | 0 | 0 | 0 | 5 | 20 | 34 |
| Euthanized(III/Injured) | 0 | 0 | 0 | 1 | 1 | 3 | 1 |
| Euthanized(Dangerous) | 0 | 1 | 0 | 0 | 1 | 8 | 9 |
| Euthanized(Un-Placed)② | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Deceased on Arrival | 0 | 0 | 0 | 14 | 14 | 31 | 20 |
| Transferred to Rescue ③ | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| Wildlife Relocated | 0 | 0 | 0 | 3 | 3 | 6 | 5 |
| Other (Died under care) | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Monthly Total | 12 | 1 | 0 | 18 | 31 | | |
| 2023 YTD Total | 39 | 7 | 0 | 39 | | 85 | |
| 2022 YTD Total | 72 | 17 | 0 | 20 | | | 109 |

ADDITIONAL STATISTICS

| | Monthly Total | 2023 YTD Total | 2022 YTD Total |
|-------------------------------------|------------------|-------------------|-------------------|
| Adoption Rate (① + ③) ÷ (① + ② + ③) | 100.00% | 100.00% | 100.00% |
| PR Programs | 1 | 3 | 3 |
| Calls for Service | 125 | 277 | 314 |
| Written Warnings | 0 | 0 | 0 |
| Citations | 1 | 0 | 7 |
| Total Incinerator Hours | 0 | 0 | 211 |



STATISTICS

March 2023

PRODUCTION

| | |
|----------------|------------------|
| Date of Demand | 03/19/2023 |
| Time of Demand | 07:00 AM |
| Scada Demand | 54 MWH |
| kWh Purchased | 27,780,700 |
| Total Cost | \$1,649,234.97 * |
| Cost per kWh | 0.059366 * |
| Load Factor | 67.0% |

| | |
|--------------------------|------------|
| Pumped #2 Well | 0 |
| Pumped #3 Well | 0 |
| Pumped #4 Well | 2,742,000 |
| Pumped #5 Well | 2,695,000 |
| Pumped #6 Well | 2,857,000 |
| Pumped #7 Well | 1,645,000 |
| Pumped #8 Well | 1,140,000 |
| Pumped #9 Well | 2,671,000 |
| Pumped #10 Well | 3,260,000 |
| Pumped #11 Well | 0 |
| Pumped #12 Well | 2,629,000 |
| Pumped #13 Well | 5,337,000 |
| Pumped #14 Well | 7,328,000 |
| Pumped #15 Well | 2,530,000 |
| Pumped #16 Well | 8,200,000 |
| Pumped #17 Well | 3,920,000 |
| Pumped # 1 Ind Park Well | 9,008,000 |
| Pumped # 2 Ind Park Well | 2,000 |
| Pumped # 3 Ind Park Well | 121,000 |
| Total Gallons | 56,085,000 |

| METERS IN SERVICE | Electric | Water |
|----------------------------|----------|-------|
| Residential - Single Phase | 8,029 | 6,414 |
| Residential - Three Phase | 22 | 20 |
| Commercial - Single Phase | 926 | 516 |
| Commercial - Three Phase | 492 | 311 |
| Power Service | 104 | 90 |
| Industrial | 6 | 2 |
| Area Lighting | 15 | 7 |
| Street Lighting | 27 | 1 |
| Missouri S&T | 0 | 5 |
| PWSD #2 | 0 | 574 |
| Total | 9,621 | 7,940 |

ELECTRIC SALES

| | |
|--------------------------------|----------------|
| Residential - Single Phase kWh | 9,090,556 |
| Residential - Three Phase kWh | 122,319 |
| Commercial - Single Phase kWh | 1,271,662 |
| Commercial - Three Phase kWh | 2,931,893 |
| Power Service kWh | 5,845,610 |
| Industrial kWh | 5,225,600 |
| Area Lighting kWh | 6,672 |
| Street Lighting kWh | 29,950 |
| Rental Lights kWh | 78,141 |
| Total kWh Sold | 24,602,403 |
| Demand kW | 27,517 |
| Revenue | \$2,200,470.55 |
| Monthly Loss | 11.44% |
| Fiscal Year to Date Loss | 6.81% |

WATER SALES

| | |
|---------------------------------------|--------------|
| Residential - Single Phase Gallons | 22,471,000 |
| Residential - Three Phase Gallons | 361,000 |
| Commercial - Single Phase Gallons | 5,837,000 |
| Commercial - Three Phase Gallons | 4,098,000 |
| Power Service Gallons | 8,386,000 |
| Industrial Gallons | 3,227,000 |
| Missouri S&T Gallons | 2,026,000 |
| PWSD #2 Gallons | 1,666,000 |
| Total Gallons Sold | 48,072,000 |
| Revenue | \$259,422.60 |
| Pumping Cost, Electric | \$29,866.36 |
| Monthly Unidentified Loss | 10.42% ** |
| Fiscal Year to Date Unidentified Loss | 8.01% *** |

| | |
|-----------------------|--------------|
| PILOT | \$122,774.68 |
| Sewer Service Charge | \$364,862.99 |
| Refuse Service Charge | \$218,094.50 |

Gross Payroll \$288,046.03

* Energy losses are not included in this statistic and are estimated at an additional 12%.
 ** Loss includes 2,170,000 gallons per water main flushing records.
 *** FY loss includes 16,599,000 gallons per water main flushing records.

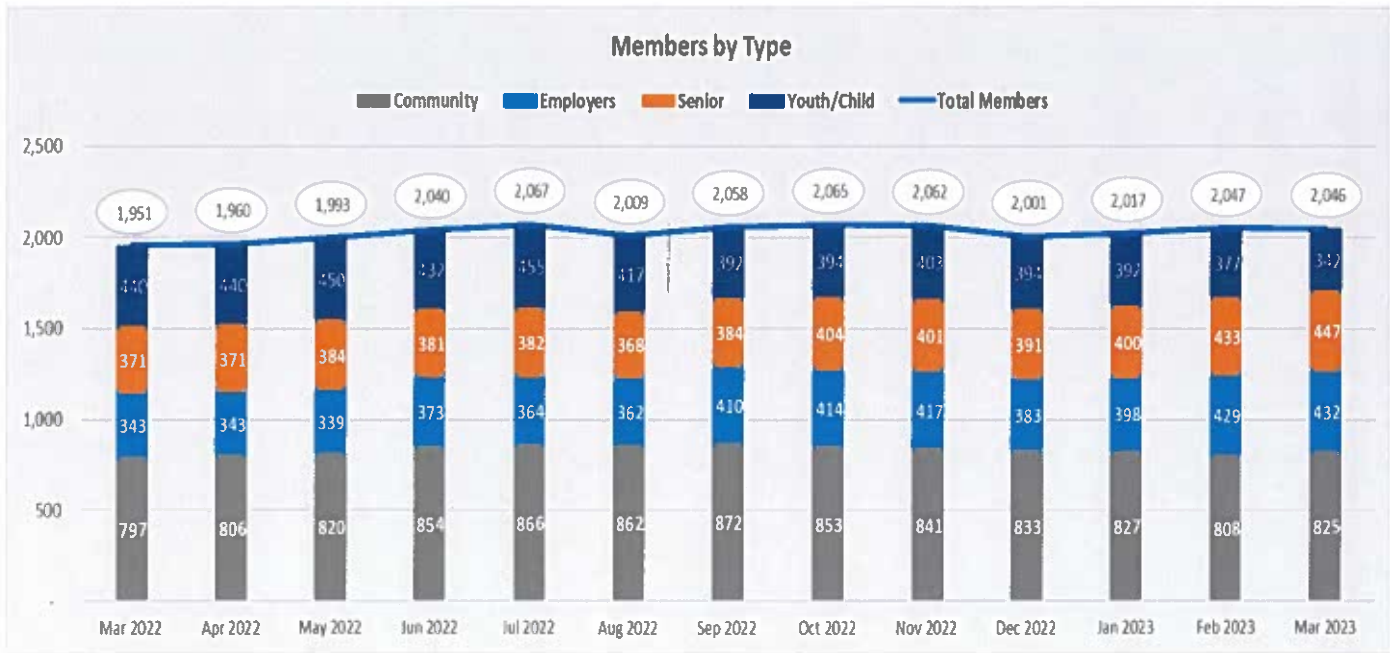


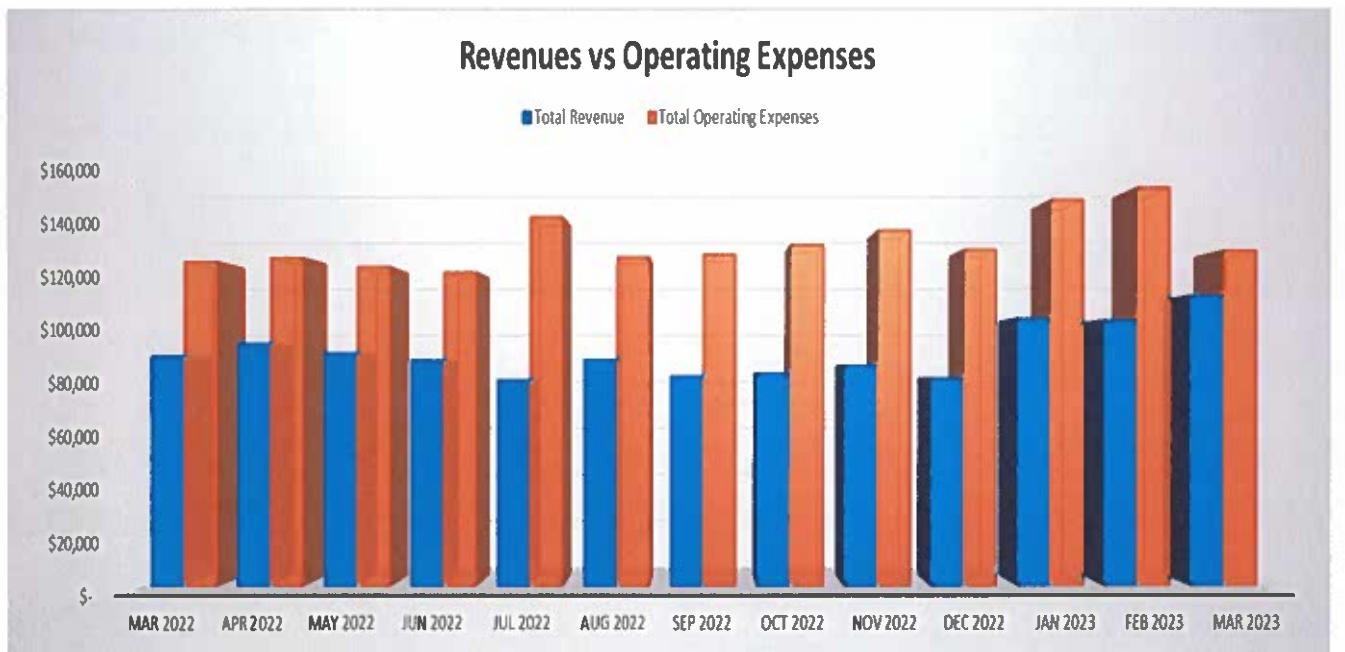
**FINANCIAL STATEMENT
MARCH 2023**

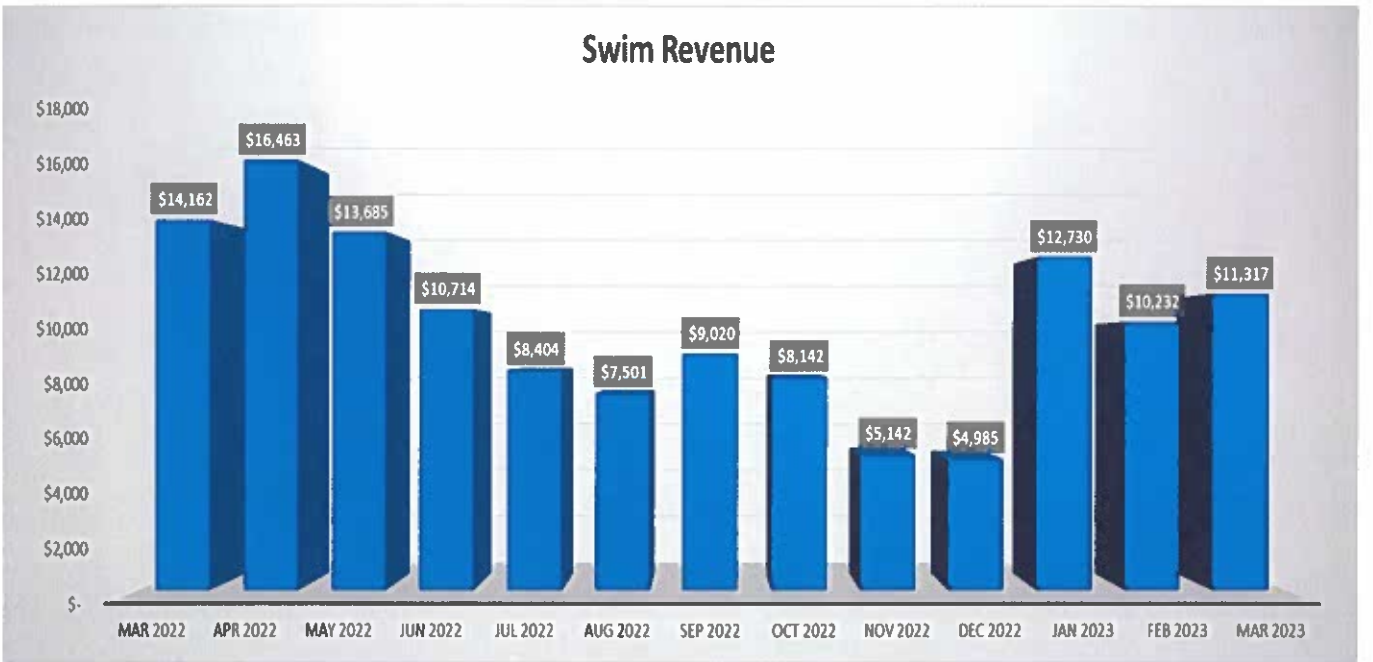
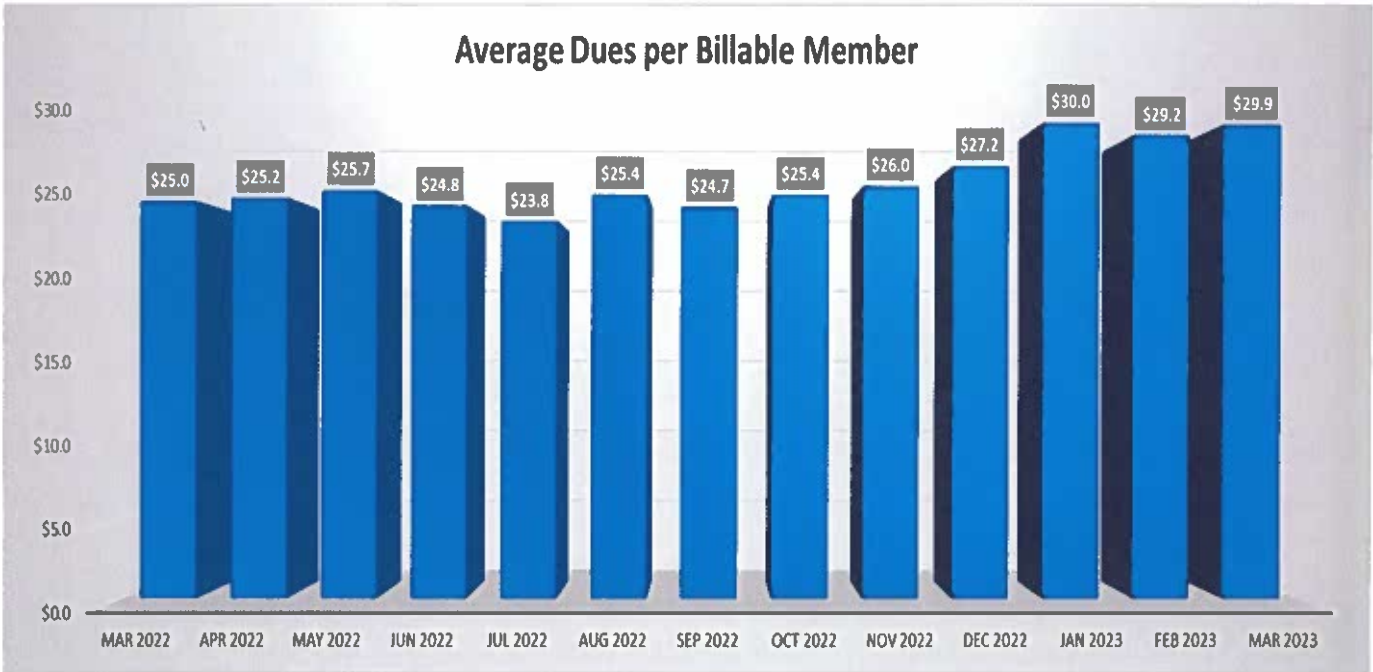
| | | |
|--|------------------------|-------------------------------|
| RECEIPTS: | | |
| Electric, Water, Tax, Sewer and Refuse Charge | \$3,697,654.04 | |
| Accounts Receivable - Miscellaneous | \$82,340.37 | |
| Customer's Deposits - Refundable | \$27,193.48 | |
| Misc Non-Operating Revenue | <u>\$8,541.94</u> | |
| Total Receipts | \$3,815,729.83 | |
| | | |
| Southern Bank ICS Sweep Account Interest (February 28, 2023) | \$35,155.95 | |
| Southern Bank Money Market Account Interest (February 28, 2023) | \$0.00 | |
| Southern Bank Electronic Payment Account Interest (February 28, 2023) | \$1,108.71 | |
| Southern Bank General Fund Account Interest (February 28, 2023) | \$3,243.19 | |
| Southern Bank Payroll Account Interest (February 28, 2023) | \$5.58 | |
| FSCB Super-Now Account Interest (February 28, 2023) | \$0.00 | |
| FSCB Electronic Payment Account Interest (February 28, 2023) | \$0.00 | |
| PCB Super-Now Account Interest (February 28, 2023) | \$0.08 | |
| Miscellaneous Interest | \$0.00 | |
| Public Utility Cash In Bank (February 28, 2023) | <u>\$31,827,130.26</u> | |
| Total Receipts and Cash In Bank | | <u>\$35,682,373.60</u> |
| | | |
| DISBURSEMENTS: | | |
| Power Purchased | \$1,646,563.57 | |
| Operating Expenses | \$190,353.20 | |
| Administrative and General Expenses | \$233,742.89 | |
| Payroll | \$202,389.76 | |
| Capital Expenditures | \$67,298.72 | |
| Construction in Progress | \$33,763.06 | |
| Stock Purchases (Inventory) | \$0.00 | |
| Balance of Customer's Deposits after Finals | \$12,690.29 | |
| Medical, Dental, Vision and Life Insurance Paid by Employees | \$17,186.37 | |
| Support Payments | \$1,259.96 | |
| 457 Plan Employee Contributions | \$10,028.66 | |
| Flexible Spending Account Contributions | \$1,133.28 | |
| U.S. Withholding Tax | \$25,941.85 | |
| Missouri Dept. of Revenue (Sales Tax) | \$40,849.97 | |
| Missouri Dept. of Revenue (Income Tax) | \$10,473.00 | |
| First State Community Bank (Social Security) | \$40,441.56 | |
| Sewer Service Charge | \$376,200.15 | |
| Refuse Service Charge | \$212,663.83 | |
| PILOT to City of Rolla | \$148,846.24 | |
| Standpipes Lease/Purchase | \$376.70 | |
| Utility Incentives | \$0.00 | |
| Unclaimed Deposits to State | \$0.00 | |
| Primacy Fees | \$0.00 | |
| Void General Fund Check: #36504 | -\$391.05 | |
| Void Working Fund Check: #64268 | -\$103.02 | |
| | | <u>\$3,271,708.99</u> |
| Cash in Bank (March 31, 2023) | <u>\$32,410,664.61</u> | |
| Total Disbursements and Cash In Bank | | <u>\$35,682,373.60</u> |
| | | |
| BALANCE OF OTHER FUNDS: | | |
| PUBLIC UTILITY ACCOUNTS: | | |
| Citizens Bank of Newburg, Ck# for | | \$2,000.00 |
| First State Comm Bk-Electronic Payment Account, Ck#1078 for \$513,608.74 | | \$155,322.99 |
| First State Comm Bk-General Fund, Cks #36448-36592 for \$3,272,100.04 | | \$3,346,356.53 |
| First State Comm Bk-ICS Sweep Account and Certificates of Deposit | | \$701,520.70 |
| Southern Bank-General Fund | | \$178,131.71 |
| Southern Bank-Electronic Payment Account, Ck #1257 for \$1,803,157.51 | | \$44,092.62 |
| Southern Bank-Money Market | | \$0.00 |
| Southern Bank-ICS Sweep Account | | -\$33,940.98 |
| Southern Bank-Payroll Account | | \$56.17 |
| PCB-Super Now, Ck #26367 for \$28,858.23 | | \$21,332.87 |
| Town & Country Bank, Ck#1274 for \$2,411.59 | | <u>\$2,000.00</u> |
| Total Public Utility Accounts | | \$4,416,872.61 |
| | | |
| ELECTRIC RESERVES: | | |
| Certificates of Deposit | \$0.00 | |
| Money Market Account | \$10,195,583.00 | FY20 Funded |
| U.S. Treasury Bills | <u>\$0.00</u> | |
| Total Electric Reserves | \$10,195,583.00 | |
| | | |
| RESTRICTED ELECTRIC RESERVES: | | |
| Certificates of Deposit | \$0.00 | |
| Money Market Account | \$14,250,000.00 | FY21 Funded |
| U.S. Treasury Bills | <u>\$0.00</u> | |
| Total Electric Reserves | \$14,250,000.00 | |
| | | |
| WATER RESERVES: | | |
| Certificates of Deposit | \$0.00 | |
| Money Market Account | \$3,548,209.00 | FY20 Funded |
| U.S. Treasury Bills | <u>\$0.00</u> | |
| Total Water Reserves | \$3,548,209.00 | |
| | | |
| TOTAL RESERVES: | | <u>\$27,993,792.00</u> |
| | | |
| TOTAL PUBLIC UTILITY ACCOUNTS AND RESERVES: | | <u>\$32,410,664.61</u> |

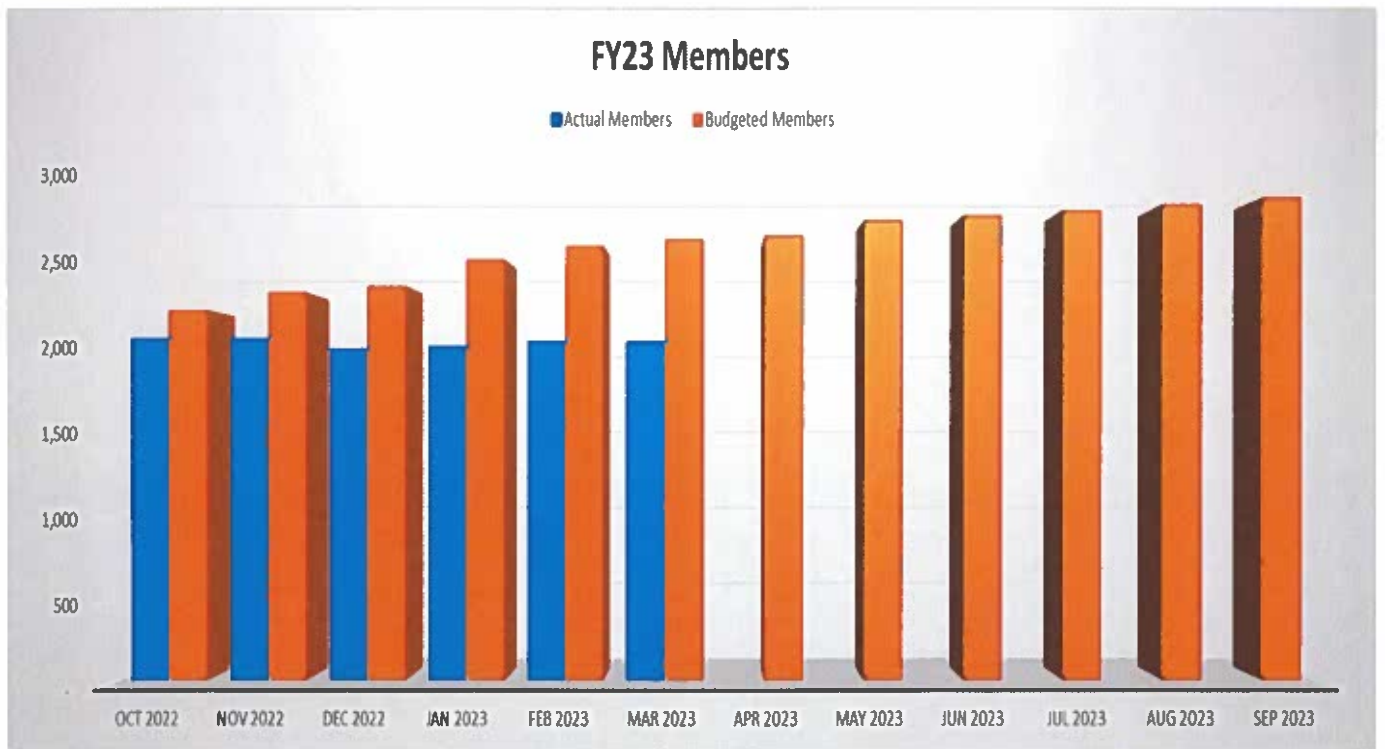
*The Centre Rolla's Health & Recreation Complex
Income Statement
For the 6 Months Ending
March 31, 2023*

| | <u>Period To Date</u> | <u>PTD Budget</u> | <u>Variance</u> | <u>Last Year</u> | <u>Year To Date</u> | <u>YTD Budget</u> | <u>Variance</u> | <u>Last Year</u> |
|---|-----------------------|-------------------|------------------|-------------------|---------------------|--------------------|--------------------|--------------------|
| Members: | | | | | | | | |
| New | 124 | 124 | 0% | 138 | 772 | 605 | 28% | 917 |
| Net New & Reactivated Bridge/Freezes | (1) | | | (12) | (48) | | | (64) |
| Cancelled | 124 | 80 | -55% | 89 | 736 | 291 | -153% | 446 |
| Net | (1) | 44 | -102% | 37 | (12) | 314 | -104% | 407 |
| Total Members | 2,046 | 2,668 | -23% | 1,544 | 2,046 | 2,668 | -23% | 1,544 |
| Revenues | | | | | | | | |
| Rental & Other | | | | | | | | |
| Conference Room & Other Rental | \$3,840 | \$300 | \$3,540 | \$435 | \$5,893 | \$1,800 | \$4,093 | \$1,135 |
| | 3,840 | 300 | 3,540 | 435 | 5,893 | 1,800 | 4,093 | 1,135 |
| Member Services | | | | | | | | |
| Membership Dues | 61,107 | 78,235 | (17,128) | 48,771 | 341,950 | 408,280 | (66,330) | 260,646 |
| Guest Fees | 12,932 | 8,000 | 4,932 | 8,339 | 45,489 | 48,000 | (2,511) | 41,271 |
| Special Programs | 0 | 350 | (350) | 0 | 0 | 2,100 | (2,100) | 1,990 |
| Locker Rent | 68 | 75 | (7) | 0 | 452 | 450 | 2 | 416 |
| | 74,107 | 86,660 | (12,553) | 57,110 | 387,891 | 458,830 | (70,939) | 304,323 |
| Fitness | | | | | | | | |
| Enrollment Fees/Health Assessments | 1,650 | 3,100 | (1,450) | 1,208 | 5,680 | 24,100 | (18,420) | 2,726 |
| Special Programs | 201 | 410 | (209) | 421 | 2,925 | 2,460 | 465 | 2,128 |
| | 1,851 | 3,510 | (1,659) | 1,629 | 8,605 | 26,560 | (17,955) | 4,853 |
| Ancillary | | | | | | | | |
| Swim Programs | 11,317 | 11,000 | 317 | 14,162 | 52,548 | 66,000 | (13,452) | 52,327 |
| General Medical Integration | 991 | 1,754 | (763) | 496 | 2,876 | 6,274 | (3,398) | 496 |
| Recreation | 6,580 | 7,000 | (420) | 8,736 | 44,011 | 42,000 | 2,011 | 43,690 |
| Cafe | 1,435 | 350 | 1,085 | 383 | 5,594 | 2,100 | 3,494 | 2,009 |
| Pro Shop | 156 | 400 | (244) | 65 | 498 | 2,400 | (1,902) | 378 |
| Personal Training/Pilates | 10,155 | 6,670 | 3,485 | 5,014 | 47,782 | 36,972 | 10,810 | 21,830 |
| Children's Area | 3,239 | 1,500 | 1,739 | 2,058 | 17,438 | 9,000 | 8,438 | 8,202 |
| | 33,874 | 28,674 | 5,200 | 30,912 | 170,748 | 164,746 | 6,002 | 128,932 |
| Total Revenue | 113,672 | 119,144 | (5,472) | 90,086 | 573,136 | 651,936 | (78,800) | 439,243 |
| Expenses | | | | | | | | |
| Salaries & Burden | 92,145 | 95,870 | 3,725 | 84,989 | 575,778 | 569,896 | (5,882) | 510,643 |
| Other Employee Expenses | 2,079 | 2,000 | (79) | 1,856 | 12,839 | 12,000 | (839) | 15,035 |
| General Supplies & Services | 773 | 442 | (331) | 235 | 4,698 | 2,652 | (2,046) | 1,952 |
| Program Supplies | 170 | 200 | 30 | 1,491 | 719 | 1,200 | 481 | 1,491 |
| Environmental Supplies | 1,798 | 1,500 | (298) | 1,722 | 14,712 | 9,000 | (5,712) | 8,898 |
| Cost of Goods Sold | 1,491 | 280 | (1,211) | 27 | 3,810 | 1,680 | (2,130) | 262 |
| Minor Equipment | 585 | 817 | 232 | 1,543 | 16,172 | 4,902 | (11,270) | 3,278 |
| Repairs & Maintenance/Service Contracts | 9,979 | 6,129 | (3,850) | 7,062 | 56,868 | 36,774 | (20,094) | 39,243 |
| Marketing & Collateral | 2,469 | 5,950 | 3,481 | 6,591 | 33,559 | 35,700 | 2,141 | 32,361 |
| Utilities | 14,418 | 15,125 | 707 | 18,013 | 89,853 | 90,750 | 897 | 93,524 |
| Bank Fees & Miscellaneous | 3,615 | 2,851 | (764) | 1,974 | 19,406 | 17,106 | (2,300) | 11,906 |
| CAM, Taxes & Fees | 2,574 | 2,665 | 91 | 1,678 | 16,110 | 15,990 | (120) | 12,141 |
| Total Expenses | 132,095 | 133,829 | 1,734 | 127,181 | 844,524 | 797,650 | (46,874) | 730,735 |
| Net Operating Income | (18,423) | (14,685) | (3,738) | (37,095) | (271,388) | (145,714) | (125,674) | (291,492) |
| Management Fees | 8,000 | 10,000 | 2,000 | 13,000 | 48,000 | 60,000 | 12,000 | 53,000 |
| Net Income (Loss) | (\$26,423) | (\$24,685) | (\$1,738) | (\$50,095) | (\$319,388) | (\$205,714) | (\$113,674) | (\$344,492) |
| Ancillary Services Net Income (Loss) | | | | | | | | |
| Swim Programs (Net) | \$6,208 | \$6,600 | (\$392) | \$10,062 | \$24,576 | \$39,600 | (\$15,024) | \$29,993 |
| Recreation (Net) | \$4,965 | \$4,000 | \$965 | \$4,110 | \$32,383 | \$24,000 | \$8,383 | \$27,373 |
| Cafe (Net) | \$54 | \$350 | (\$296) | \$383 | \$2,206 | \$2,100 | \$106 | \$2,009 |
| Pro Shop (Net) | \$47 | \$120 | (\$73) | \$38 | \$76 | \$720 | (\$644) | \$116 |
| Personal Training/Pilates (Net) | \$4,716 | \$2,001 | \$2,715 | \$2,117 | \$18,137 | \$11,092 | \$7,045 | \$6,224 |
| Children's Area (Net) | \$931 | (\$101) | \$1,032 | \$836 | \$2,587 | (\$606) | \$3,193 | \$362 |
| Total Ancillary Services Net Income (Loss) | \$16,920 | \$12,970 | \$3,950 | \$17,547 | \$79,965 | \$76,906 | \$3,059 | \$66,077 |









MUNICIPAL DIVISION SUMMARY REPORTING FORM

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

| | | | | |
|---|-------|---|--|--------------------------|
| <u>I. COURT INFORMATION</u> | | Municipality: Rolla Municipal | Reporting Period: Mar 1, 2023 - Mar 31, 2023 | |
| Mailing Address: 901 NORTH ELM, ROLLA, MO 65401 | | | | |
| Physical Address: 901 NORTH ELM, ROLLA, MO 65401 | | | County: Phelps County | Circuit: 25 |
| Telephone Number: (573)3648590 | | Fax Number: | | |
| Prepared by: LESLIE YOAKUM | | E-mail Address: | | |
| Municipal Judge: James T Crump | | | | |
| <u>II. MONTHLY CASELOAD INFORMATION</u> | | Alcohol & Drug Related Traffic | Other Traffic | Non-Traffic Ordinance |
| A. Cases (citations/informations) pending at start of month | | 11 | 1,142 | 199 |
| B. Cases (citations/informations) filed | | 4 | 496 | 16 |
| C. Cases (citations/informations) disposed | | | | |
| 1. jury trial (Springfield, Jefferson County, and St. Louis County only) | | 0 | 0 | 0 |
| 2. court/bench trial - GUILTY | | 0 | 0 | 0 |
| 3. court/bench trial - NOT GUILTY | | 0 | 0 | 0 |
| 4. plea of GUILTY in court | | 1 | 40 | 11 |
| 5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs) | | 0 | 288 | 3 |
| 6. dismissed by court | | 0 | 0 | 0 |
| 7. <i>nolle prosequi</i> | | 0 | 88 | 4 |
| 8. certified for jury trial (not heard in Municipal Division) | | 0 | 0 | 0 |
| 9. TOTAL CASE DISPOSITIONS | | 1 | 416 | 18 |
| D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9] | | 14 | 1,222 | 197 |
| E. Trial de Novo and/or appeal applications filed | | 0 | 0 | 0 |
| <u>III. WARRANT INFORMATION (pre- & post-disposition)</u> | | <u>IV. PARKING TICKETS</u> | | |
| 1. # Issued during reporting period | 61 | 1. # Issued during period | | 214 |
| 2. # Served/withdrawn during reporting period | 50 | <input type="checkbox"/> Court staff does not process parking tickets | | |
| 3. # Outstanding at end of reporting period | 1,135 | | | |

III.g.1

MUNICIPAL DIVISION SUMMARY REPORTING FORM

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

| <u>V. DISBURSEMENTS</u> | | | |
|---|--------------------|--|--------------------|
| Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation) | | Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs and witness fees. | |
| Fines - Excess Revenue | \$4,120.00 | Court Automation | \$1,129.55 |
| Clerk Fee - Excess Revenue | \$637.09 | Law Enf Arrest-Local | \$72.00 |
| Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue | \$19.64 | Overpayment-E/R | \$105.00 |
| Bond forfeitures (paid to city) - Excess Revenue | \$0.00 | Total Other Disbursements | \$1,306.55 |
| Total Excess Revenue | \$4,776.73 | Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited | \$17,669.00 |
| Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation) | | Bond Refunds | \$364.50 |
| | | Total Disbursements | \$18,033.50 |
| Fines - Other | \$8,290.50 | | |
| Clerk Fee - Other | \$1,299.27 | | |
| Judicial Education Fund (JEF) <input checked="" type="checkbox"/> Court does not retain funds for JEF | \$0.00 | | |
| Peace Officer Standards and Training (POST) Commission surcharge | \$161.36 | | |
| Crime Victims Compensation (CVC) Fund surcharge - Paid to State | \$1,150.52 | | |
| Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other | \$40.07 | | |
| Law Enforcement Training (LET) Fund surcharge | \$322.00 | | |
| Domestic Violence Shelter surcharge | \$322.00 | | |
| Inmate Prisoner Detainee Security Fund surcharge | \$0.00 | | |
| Restitution | \$0.00 | | |
| Parking ticket revenue (including penalties) | \$0.00 | | |
| Bond forfeitures (paid to city) - Other | \$0.00 | | |
| Total Other Revenue | \$11,585.72 | | |

III.g.2

**MINUTES
ROLLA PLANNING AND ZONING COMMISSION MEETING
ROLLA CITY HALL COUNCIL CHAMBERS
TUESDAY, MARCH 14, 2023**

Presiding: Russell Schmidt, Chairperson

Commission Members Present: Robert Anderson, Monty Jordan, Janece Martin, Kevin Crider, Nathan Chirban, Monte Shields, Steve Davis

Commission Members Absent: None

I. APPROVE MINUTES: Review of the Minutes from the Planning and Zoning Commission meeting held on Tuesday, January 10, 2023 and February 28, 2023. **Chairperson Russell Schmidt called for a voice vote to approve the minutes as printed and distributed.**

II. REPORT ON RECENT CITY COUNCIL ACTIONS:

1. **SUB22-09:** Final Plat of Blue's Lake #12 and associated vacation of Joan Drive and certain utility easements
2. **PUD22-02:** Final PUD Development Plan and rezoning from C-3, Highway Commercial to PUD, Planned Unit Development for an RV park development at 550/650 Joan Drive

III. NEW BUSINESS:

1. **SUB23-01:** Final Plat of RCP Plat No. 2, a minor subdivision to reorganize 3 commercial lots and create 1 additional lot at 2339, 2409, and 2419 N Bishop

Tom Coots presents the staff report. **Schmidt** asks if the access/utility easement shown on the site plan will be recorded. **Coots** confirms this.

A motion was made by Janece Martin, seconded by Monte Shields, to recommend the City Council approve the request to reorganize 3 commercial lots and create 1 additional lot at the subject property. A roll call vote on the motion showed the following: Ayes: Anderson, Chirban, Crider, Davis, Jordan, Martin, and Shields. Nays: None. The motion passes unanimously.

IV. PUBLIC HEARING:

1. **ZON22-05:** Rezoning of 1203 S Bishop from the C-2, General Retail district to the C-3, Highway Commercial district (Postponed from Feb 28)

Coots presents the staff report. **Jordan** asks about the uses for the C-3 district. **Coots** states that the C-3 allows for many uses. Any use the applicant has previously discussed will be allowed.

III.h.1

Schmidt opens the public hearing. Seeing no questions from the audience, he closes the public hearing.

Chirban asks if notices are sent to neighboring businesses. **Coots** confirms that letters are sent to anyone who owns property within 300 feet.

A motion was made by Monte Shields, seconded by Kevin Crider, to recommend the City Council approve the request to rezone the subject property from C-2 to C-3. A roll call vote on the motion showed the following: Ayes: Anderson, Chirban, Crider, Davis, Jordan, Martin, and Shields. Nays: None. The motion passes unanimously.

2. **ZON23-01:** Rezoning of 1708 Ashwood Dr from the R-1, Single-family district to the R-2, Two-family district (Postponed from Feb 28)

Coots presents the staff report.

Chirban asks if all comments from the public are brought before the Commission. **Coots** recommends citizens come to the meeting or provide their comments in writing to be submitted before the Commission. He states simply summarizing concerns might not be fair to either party.

Martin comments that on the staff report it recommends that other Single Family properties in that subdivision be rezoned as well. **Coots** states he suggested to the applicant that it might help their case. **Martin** asks if any other properties decided to rezone. **Coots** states there were no other applicants. **Schmidt** states he had an individual ask questions about the rezoning.

Schmidt opens the public hearing. Seeing no questions from the audience or commissioners, he closes the public hearing.

A motion was made by Monty Jordan, seconded by Monte Shields, to recommend the City Council approve the request to rezone the subject property from R-1 to R-2. A roll call vote on the motion showed the following: Ayes: Anderson, Chirban, Crider, Davis, Jordan, Martin, and Shields. Nays: None. The motion passes unanimously.

3. **ZON23-02:** Rezoning of 605 W 7th and 605/607 N State from the C-2, General Retail district to the C-3, Highway Commercial district (Postponed from Feb 28)

Coots presents the staff report.

Schmidt opens the public hearing.

Mike Woessner, located at 1703 North Bishop, represents the property owner. He states the applicant has a 7,000 square foot warehouse that they are trying to lease out. They have lost two potential businesses because the zoning does not allow for that use. **Schmidt** asks if it is three structures or one building. **Woessner** confirms it is one building.

Schmidt closes the public hearing.

III.h.2

A motion was made by Nathan Chirban, seconded by Steve Davis, to recommend the City Council approve the request to rezone the subject property from C-2 to C-3. A roll call vote on the motion showed the following: Ayes: Anderson, Chirban, Crider, Davis, Jordan, Martin, and Shields. Nays: None. The motion passes unanimously.

4. **ANX23-01:** Annexation into the corporate limits of the City of Rolla and assigning a zoning of C-2, General Retail (Postponed from Feb 28)

Coots present the staff report.

Schmidt asks if the applicant is required to have multiple entrances to the property. **Coots** states the code does not require that for a commercial use like a hotel under a certain size. **Schmidt** asks what type of uses could be allowed on the property. **Coots** states some uses are not allowed in the zoning district they are requesting, and there are certain setbacks and requirements to meet.

Chirban asks if there is a downside to the City for an annexation. **Coots** states with this property there is not because it is a commercial use that will bring taxes.

Schmidt opens the public hearing.

Woessner states Marriott hotels are under contract to go there. This will be the first extended stay hotel in Rolla.

Schmidt closes the public hearing.

A motion was made by Nathan Chirban, seconded by Monty Jordan, to recommend the City Council approve the request to annex the subject property into the City with a C-2 zoning. A roll call vote on the motion showed the following: Ayes: Anderson, Chirban, Crider, Davis, Jordan, Martin, and Shields. Nays: None. The motion passes unanimously.

V. OLD BUSINESS:

1. **TXT22-03:** Re-adoption and revisions to Chapter 42 (Planning and Zoning) of the City of Rolla Ordinances for a complete overhaul of the zoning and subdivision codes; Re-adoption of the Zoning Map with necessary revisions for corrections and to account for changes to the zoning codes and zoning districts; and Amendments to sections pertaining to land use and zoning in Chapters 15, 20, 28, 29, 39, 40, and 41 of the City of Rolla Ordinances

Coots presents the staff report.

Schmidt opens the public hearing.

Brock Johnson, residing at 13 Redbud Lane, asks what the final zoning will be after combining the C-2 and C-3 districts. **Chirban** confirms it will be C-2. **Johnson** asks how many properties will be affected by this rezoning, both positively and negatively. **Schmidt** states they have no

way to tell since each property is different and each has their own special circumstances. **Johnson** expresses concerns about property values decreasing with the rezoning.

Johnson recommends more than letters be sent to the public. **Schmidt** mentions there have been many open forums and public hearings giving citizens opportunities to speak and voice concerns.

Johnson asks what the main goal of the zoning map changes is. **Coots** states one goal is to apply the new zoning districts to areas of the City. Another goal is to remove certain districts that are deemed unnecessary and rezone them to another district. This proposed zoning map will also correct errors with the current zoning map.

Johnson asks if the City of Rolla has any urbanized zoning. **Martin** states there is none. **Johnson** asks if the City will be gaining any grants from adopting urbanized zones. He expresses opposition to the rezoning rewrite.

Dane Crutcher, residing at 1296 Highway O, states he does not know the changes may impact his property. He expresses opposition to his property being rezoned so he can keep the current uses. He wishes to see the final zoning map.

Dale Wands, residing at 606 Penny Lane, expresses concerns about the proposed zoning code and how it will affect properties. He asks about how properties will fit into the new C-2 zoning since C-3 is proposed to be removed. He expressed concern about how the overnight shelters are treated in the proposed zoning code, since the City Council did not originally approve them to be allowed in the C-2 district. He advised the commission to have more information and outreach to the public.

Schmidt states the Commission is trying to get as much public input as possible. **Wands** asks what caused the zoning changes and worried that grants would be obtained if properties are zoned a certain way. **Schmidt** states that he is not aware of any.

Schmidt postpones the public hearing to the April 11 meeting.

VI. OTHER BUSINESS / REPORTS FROM COMMITTEE OR STAFF: NONE

VII. CITIZEN COMMENTS: NONE

Meeting adjourned: 6:42 p.m.
Minutes prepared by: Sarah West

NEXT MEETING: Tuesday, April 11, 2023

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

GENERAL FUND

| | | |
|-------------------------------------|-----------|---------------------|
| CASH IN BANK | \$ | 60,062.47 |
| NIB GENERAL FUND | \$ | 55,314.08 |
| CASH - BAIL BONDS | \$ | - |
| ROLLA MUNICIPAL COURT | \$ | 5,376.50 |
| ASI FLEX 125 | \$ | 12,647.25 |
| CASH - HEALTH ACCOUNT | \$ | - |
| TIF ACCOUNT - EATS | \$ | 104,871.54 |
| TIF ACCOUNT - PILOT | \$ | 33.97 |
| CASH - PAID UNDER PROTEST | \$ | - |
| INVESTMENTS - GENERAL FUND | \$ | 1,591,852.98 |
| USE TAX MMA | \$ | 1,420,985.21 |
| MMA - GENERAL FUND RESERVE REBUILD | \$ | 1,313,105.99 |
| POLICE EVIDENCE FUNDS | \$ | 19,350.87 |
| CITY SEIZURES & FORFEITURES | \$ | 13,763.99 |
| TASKFORCE SEIZURES & FORFEITURES | \$ | 41,521.70 |
| ANIMAL CONTROL SHELTER COMM PARTNER | \$ | 132,922.17 |
| ANIMAL CONTROL SHELTER RESERVE | \$ | 310,056.40 |
| PROPERTY FIRE DAMAGE ACCOUNT | \$ | 15.03 |
| DISASTER RESPONSE | \$ | - |
| GENERAL FUND CREDIT CARD ACCOUNT | \$ | 238,591.16 |
| US BANK ESCROW | \$ | - |
| INVESTMENTS - CDS | \$ | - |
| EAC ACCOUNT | \$ | - |
| GENERAL FUND TOTALS | \$ | 5,320,471.31 |

SEWER FUND

| | | |
|----------------------------------|-----------|---------------------|
| CASH IN BANK | \$ | 736,915.01 |
| NIB GENERAL FUND | \$ | 290.00 |
| SEWER FUND MMA | \$ | 711,515.44 |
| SEWER FUND DEPREC & RESERVE | \$ | 506,966.08 |
| INVESTMENTS - GENERAL FUND | \$ | 2,116.81 |
| GENERAL FUND CREDIT CARD ACCOUNT | \$ | 1,266.00 |
| US BANK ESCROW | \$ | - |
| INVESTMENT - CDS | \$ | - |
| SEWER FUND TOTALS | \$ | 1,959,069.34 |

ENVIRONMENTAL SERVICES FUND

| | | |
|----------------------------------|-----------|---------------------|
| CASH IN BANK | \$ | 423,478.08 |
| NIB ENV SVS FUND | \$ | 370.60 |
| INVESTMENTS - GENERAL FUND | \$ | - |
| GENERAL FUND CREDIT CARD ACCOUNT | \$ | 1,425.83 |
| MMA PCB | \$ | 1,643,337.05 |
| ENV SVS CC | \$ | 88,827.17 |
| INVESTMENT - CDS | \$ | - |
| ENV SVS FUND TOTALS | \$ | 2,157,438.73 |

ARPA FUNDING

| | | |
|----------------------------|-----------|---------------------|
| CASH IN BANK | \$ | - |
| ARPA FUNDING MMA | \$ | 1,461,524.01 |
| AIRPORT FUND TOTALS | \$ | 1,461,524.01 |

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

| | |
|--|-------------------------|
| <u>AIRPORT FUND</u> | |
| CASH IN BANK | \$ (101,171.86) |
| NIB GENERAL FUND | \$ 43,416.68 |
| GENERAL FUND CREDIT CARD ACCOUNT | \$ 12,931.91 |
| INVESTMENTS - MMA | \$ 53,529.49 |
| INVESTMENTS - MMA (BREWER LEASE AGREE) | \$ 30,446.00 |
| AIRPORT FUND TOTALS | \$ 39,152.22 |
| | |
| <u>CEMETERY FUND</u> | |
| CASH IN BANK | \$ - |
| CASH - MMA | \$ 339,869.31 |
| INVESTMENTS - RESTRICTED | \$ - |
| CEMETERY FUND TOTALS | \$ 339,869.31 |
| | |
| <u>STREET FUND</u> | |
| CASH IN BANK | \$ 366,875.00 |
| NIB GENERAL FUND | \$ - |
| GENERAL FUND MMA | \$ - |
| GENERAL FUND CREDIT CARD ACCOUNT | \$ 7,540.00 |
| CASH - MMA | \$ 2,559,942.47 |
| MODOT RESERVE | \$ 1,518,091.71 |
| INVESTMENT - CDS | \$ - |
| STREET FUND TOTALS | \$ 4,452,449.18 |
| | |
| <u>RECREATION FUND</u> | |
| CASH IN BANK | \$ (38,793.30) |
| INVESTMENTS - GENERAL FUND | \$ - |
| GENERAL FUND CREDIT CARD ACCOUNT | \$ - |
| DEPR RES & EQUIP - MMA | \$ - |
| RECREATION FUND TOTALS | \$ (38,793.30) |
| | |
| <u>HEALTH INSURANCE FUND</u> | |
| HEALTH INSURANCE RESERVE | \$ 504,791.42 |
| CASH - HEALTH ACCOUNT | \$ 191,346.87 |
| GENERAL FUND CREDIT CARD ACCOUNT | \$ 15,373.59 |
| HEALTH FUND TOTALS | \$ 711,511.88 |
| | |
| <u>PARK FUND</u> | |
| CASH IN BANK | \$ 202,268.61 |
| NIB GENERAL FUND | \$ - |
| GENERAL FUND CREDIT CARD ACCOUNT | \$ - |
| INVESTMENTS - PARK SALES TAX | \$ 266,384.27 |
| PARKS CC | \$ 57,597.26 |
| PARK FUND TOTALS | \$ 526,250.14 |
| | |
| <u>PARK LAND RESERVE FUND</u> | |
| CASH IN BANK | \$ 5,185.68 |
| PARK LAND RESERVE ACCOUNT | \$ 9,500.00 |
| PARK LAND RESERVE FUND TOTALS | \$ 14,685.68 |
| | |
| GRAND TOTAL ALL FUNDS | \$ 15,482,104.49 |

ANY AND ALL FINANCIAL RECORDS ARE OPEN TO THE PUBLIC

CITY OF ROLLA
REVENUE/EXPENDITURE REPORT - UNAUDITED
March 31, 2023
50% of Year

| | CURRENT BUDGET | YTD ACTUALS | BUDGET BALANCE | % OF BUDGET |
|---|---------------------------|------------------------|---------------------------|------------------------|
| <u>GENERAL FUND</u> | | | | |
| REVENUES | \$14,212,885.00 | \$ 6,867,974.36 | \$ 7,344,910.64 | 48.3% |
| EXPENDITURES | | | | |
| GENERAL ADMINISTRATIVE | \$ 709,485.00 | \$ 417,659.55 | \$ 291,825.45 | 58.9% |
| ADMINISTRATION | \$ 308,055.00 | \$ 135,531.13 | \$ 172,523.87 | 44.0% |
| LIBRARY | \$ 318,850.00 | \$ 171,827.10 | | 53.9% |
| FINANCE | \$ 729,200.00 | \$ 356,279.54 | \$ 372,920.46 | 48.9% |
| LEGAL | \$ 70,700.00 | \$ 30,636.06 | \$ 40,063.94 | 43.3% |
| COURT | \$ 133,450.00 | \$ 57,109.73 | \$ 76,340.27 | 42.8% |
| TELECOMMUNICATIONS | \$ 1,498,835.00 | \$ 599,218.99 | \$ 899,616.01 | 40.0% |
| ANIMAL CONTROL | \$ 335,740.00 | \$ 86,081.03 | \$ 249,658.97 | 25.6% |
| POLICE | \$ 4,993,225.00 | \$ 3,133,697.72 | \$ 1,859,527.28 | 62.8% |
| FIRE | \$ 4,655,462.00 | \$ 1,544,279.06 | \$ 3,111,182.94 | 33.2% |
| ROLLA RURAL FIRE | \$ - | \$ 288,061.02 | \$ (288,061.02) | #DIV/0! |
| BUILDING SERVICES | \$ 105,715.00 | \$ 64,229.60 | \$ 41,485.40 | 60.8% |
| COMMUNITY DEVELOPMENT | \$ 518,500.00 | \$ 234,374.80 | \$ 284,125.20 | 45.2% |
| ECONOMIC DEVELOPMENT | \$ 57,075.00 | \$ 41,146.00 | \$ 15,929.00 | 72.1% |
| TOTAL EXPENDITURES | <u>\$14,434,292.00</u> | <u>\$ 7,160,131.33</u> | <u>\$ 7,127,137.77</u> | 49.6% |
| REVENUES OVER/UNDER EXPENDITURES | \$ (221,407.00) | \$ (292,156.97) | \$ 217,772.87 | |
| <u>SEWER FUND</u> | | | | |
| REVENUES | \$ 5,902,917.00 | \$ 2,609,655.47 | \$ 3,293,261.53 | 44.2% |
| EXPENDITURES | <u>\$ 5,874,432.00</u> | <u>\$ 2,440,522.32</u> | <u>\$ 3,433,909.68</u> | 41.5% |
| REVENUES OVER/UNDER EXPENDITURES | \$ 28,485.00 | \$ 169,133.15 | \$ (140,648.15) | |
| <u>ENVIRONMENTAL SERVICES FUND</u> | | | | |
| REVENUES | \$ 4,291,200.00 | \$ 1,546,576.59 | \$ 2,744,623.41 | 36.0% |
| EXPENDITURES | | | | |
| RECYCLING | \$ 428,375.00 | \$ 239,150.23 | \$ 189,224.77 | 55.8% |
| SANITATION | \$ 3,072,950.00 | \$ 1,105,039.10 | \$ 1,967,910.90 | 36.0% |
| VEHICLE MAINTENANCE | \$ 496,230.00 | \$ 238,659.87 | \$ 257,570.13 | 48.1% |
| TOTAL EXPENDITURES | <u>\$ 3,997,555.00</u> | <u>\$ 1,582,849.20</u> | <u>\$ 2,414,705.80</u> | 39.6% |
| REVENUES OVER/UNDER EXPENDITURES | \$ 293,645.00 | \$ (36,272.61) | \$ 329,917.61 | |
| <u>ARPA FUNDING</u> | | | | |
| REVENUES | \$ 750.00 | \$ 375,564.11 | \$ (374,814.11) | 50075.2% |
| EXPENDITURES | <u>\$ 1,635,000.00</u> | <u>\$ 394,616.37</u> | <u>\$ 1,240,383.63</u> | 24.1% |
| REVENUES OVER/UNDER EXPENDITURES | \$ (1,634,250.00) | \$ (19,052.26) | \$ (1,615,197.74) | |

CITY OF ROLLA
REVENUE/EXPENDITURE REPORT - UNAUDITED
March 31, 2023
50% of Year

| | <u>CURRENT BUDGET</u> | <u>YTD ACTUALS</u> | <u>BUDGET BALANCE</u> | <u>% OF BUDGET</u> |
|----------------------------------|---------------------------|------------------------|---------------------------|------------------------|
| <u>AIRPORT FUND</u> | | | | |
| REVENUES | \$ 605,728.00 | \$ 483,648.18 | \$ 122,079.82 | 79.8% |
| EXPENDITURES | \$ 794,560.00 | \$ 436,150.09 | \$ 358,409.91 | 54.9% |
| REVENUES OVER/UNDER EXPENDITURES | \$ (188,832.00) | \$ 47,498.09 | \$ (236,330.09) | |
| <u>CEMETERY FUND</u> | | | | |
| REVENUES | \$ 10,500.00 | \$ 9,243.64 | \$ 1,256.36 | 88.0% |
| EXPENDITURES | \$ 10,000.00 | \$ 150.00 | \$ 9,850.00 | 1.5% |
| REVENUES OVER/UNDER EXPENDITURES | \$ 500.00 | \$ 9,093.64 | \$ (8,593.64) | |
| <u>STREET FUND</u> | | | | |
| REVENUES | \$ 6,910,000.00 | \$ 4,304,995.05 | \$ 2,605,004.95 | 62.3% |
| EXPENDITURES | | | | |
| STREET | \$ 5,443,085.00 | \$ 1,975,363.51 | \$ 3,467,721.49 | 36.3% |
| TDD | \$ 1,660,000.00 | \$ 146,646.99 | \$ 1,513,353.01 | 8.8% |
| ENGINEERING | \$ 926,750.00 | \$ 343,291.60 | \$ 583,458.40 | 37.0% |
| TOTAL EXPENDITURES | \$ 8,029,835.00 | \$ 2,465,302.10 | \$ 5,564,532.90 | |
| REVENUES OVER/UNDER EXPENDITURES | \$ (1,119,835.00) | \$ 1,839,692.95 | \$ (2,959,527.95) | |
| <u>RECREATION FUND</u> | | | | |
| REVENUES | \$ 450,000.00 | \$ 350,249.48 | \$ 99,750.52 | 77.8% |
| EXPENDITURES | | | | |
| AQUATICS | \$ - | \$ 1,442.54 | \$ (1,442.54) | #DIV/0! |
| ADMINISTRATION | \$ 459,025.00 | \$ 389,972.06 | \$ 69,052.94 | 85.0% |
| MAINTENANCE | \$ - | \$ 21,919.42 | \$ (21,919.42) | #DIV/0! |
| TOTAL EXPENDITURES | \$ 459,025.00 | \$ 413,334.02 | \$ 45,690.98 | 90.0% |
| REVENUES OVER/UNDER EXPENDITURES | \$ (9,025.00) | \$ (63,084.54) | \$ 54,059.54 | |
| <u>PARK FUND</u> | | | | |
| REVENUES | \$ 1,973,900.00 | \$ 1,061,711.85 | \$ 912,188.15 | 53.8% |
| EXPENDITURES | | | | |
| ADMINISTRATION | \$ 238,075.00 | \$ 118,328.54 | \$ 119,746.46 | 49.7% |
| PARKS | \$ 1,135,145.00 | \$ 639,730.90 | \$ 495,414.10 | 56.4% |
| SPLASHZONE | \$ 254,420.00 | \$ 35,912.17 | \$ 218,507.83 | 14.1% |
| OUTDOOR RECREATION | \$ 184,410.00 | \$ 32,109.63 | \$ 152,300.37 | 17.4% |
| TOTAL EXPENDITURES | \$ 1,812,050.00 | \$ 826,081.24 | \$ 985,968.76 | 45.6% |
| REVENUES OVER/UNDER EXPENDITURES | \$ 161,850.00 | \$ 235,630.61 | \$ (73,780.61) | |

CITY OF ROLLA
REVENUE/EXPENDITURE REPORT - UNAUDITED
March 31, 2023
50% of Year

| | <u>CURRENT BUDGET</u> | <u>YTD ACTUALS</u> | <u>BUDGET BALANCE</u> | <u>% OF BUDGET</u> |
|---|---------------------------|------------------------|---------------------------|------------------------|
| <u>PARK LAND RESERVE FUND</u> | | | | |
| REVENUES | \$ 40.00 | \$ 96.82 | \$ (56.82) | 242.1% |
| EXPENDITURES | \$ 25,000.00 | \$ 25,000.00 | \$ - | 100.0% |
| REVENUES OVER/UNDER EXPENDITURES | \$ (24,960.00) | \$ (24,903.18) | \$ (56.82) | |

BOARD OF ADJUSTMENT MINUTES
February 16, 2023
Rolla City Hall

| | |
|---|--|
| <u>Presiding:</u> | Chairperson Matt Crowell |
| <u>Members Present:</u> | John Meusch, Jacob Rohter, Judy Jepsen |
| <u>Alternates Present:</u> | Jonathan Hines |
| <u>Members Not Present:</u> | None |
| <u>City Officials in Attendance:</u> | Tom Coots, City Planner, and Sarah West, Executive Assistant |

Chairperson **Matt Crowell** called the meeting to order at 5:30 P.M. He recognized the members who were present and swore in all present who intended to speak.

I. APPROVE MINUTES:

Crowell approved the minutes from the November 3, 2022 Board of Adjustment meeting as printed and distributed.

II. OLD BUSINESS:

NONE

III. PUBLIC HEARING:

- 1. VAR2022-06:** Variance to Section 42-186.3 to allow a reduction of the minimum side yard setback in the C-1, Neighborhood Commercial district at 702 N Olive Street.

Tom Coots presents the staff report.

Crowell opened the public hearing.

Kim Nisbett, located at 26503 County Road 432 in St James, is the applicant. She is proposing a zero setback to have a garden area and consolidate all of the green space. More landscaping will need to be removed if the variance is not granted. **Nisbett** states there is plenty of visibility for cars, and the zero setback matches the consistency of the neighborhood.

Crowell closes the public hearing and moves into board deliberation.

1st Criterion: **Crowell** asks if the applicant will build regardless if the variance is granted. **Nisbett** yes. **Crowell** asks if there is any economic hardship by building to the code. **Nisbett** states it will go against their goals for green space. **Jonathan Hines** asks if this request is a special circumstance by trying to align with the other characteristics of existing buildings in that area. **Nisbett** confirms this. **Crowell** mentions that if the variance isn't granted, the applicant will

need additional tree removal. He asks if this is a substantial hardship. **Nisbett** states they will have to pay a company to come back out and remove the excess trees. **Crowell** asks if this extra tree removal is part of their budget. **Nisbett** no. All Board members agreed the first criterion was met.

2nd Criterion: All Board members agreed the second criterion was met.

3rd Criterion: All Board members agreed the third criterion was met.

4th Criterion: **Crowell** asks if any concerns were brought forth by the neighbors. **Coots** no. All Board members agreed the fourth criterion was met.

5th Criterion: All Board members agreed the fifth criterion was met.

6th Criterion: All Board members agreed the sixth criterion was met.

A motion was made by Judy Jepsen, seconded by John Meusch, to approve the variance to allow a reduction of the minimum side yard setback. A roll call vote on the motion showed the following: Ayes: Crowell, Hines, Jepsen, Meusch, and Rohter. Nays: None. The motion passes unanimously.

2. **VAR2022-07:** Variance to Section 42-231.7 to allow an additional sign larger than the maximum sign size in the Rolla Arts and Entertainment Overlay District at 701 N Cedar Street.

Coots presents the staff report.

Crowell asks how this request qualifies as a sign, and asks for a definition. **Coots** provides the definition of a sign from the code.

Crowell opens the public hearing.

Cindy Beger, PO Box K in Rolla, is the applicant. She states the goal is to be able to view the sign from 10th street. Under the regular C-1 zoning, the sign falls under the size requirement, but because the property is in the Arts and Entertainment Overlay District, the sign they are wanting is too large.

Crowell asks if there are other similar signs in that neighborhood. **Beger** mentions Russ and Rena's, Di Trapani's and Archer-Elgin all fall under that district. **John Meusch** asks if this will be a lit sign. **Beger** yes.

Crowell mentions the other signs within the district are similar to and larger than the proposed one.

Beger states many people are unaware where the building is, and she wants to make the location more easily visible. **Crowell** asks if there is any way to increase visibility without this sign.

Beger is unaware of anything else they could do to be seen from 10th street. **Hines** asks if they had an idea of how many people cannot find the building. **Beger** states they have been told people cannot locate them, but they do not have a stat. She mentions the number of people in the community that are unaware of the building location creates an economic hardship for them.

Crowell asks if the organization is for profit. **Beger** no, they are comprised of all volunteers.

Crowell closes the public hearing and moves into Board deliberation.

1st Criterion: **Crowell** states the applicant has indicated they cannot get notice to the community, and this will create an economic hardship if we deprive them of a sign. All Board members agreed the first criterion was met.

2nd Criterion: All Board members agreed the second criterion was met.

3rd Criterion: **Crowell** mentions this request is not solely based on increasing income. **Beger** comments that live theatre does not make budget. There are also free educational fine art opportunities provided. **Crowell** comments the applicant is wanting to increase visibility for their free programs as well as their paid shows. All Board members agreed the third criterion was met.

4th Criterion: All Board members agreed the fourth criterion was met.

5th Criterion: **Crowell** asks how the applicant determined the size of the sign. **Beger** states their goal is to be visible from 10th street, and there was limited space on the building. **Crowell** asks if the sign will be lit all the time. **Beger** is unsure, but considering their budget, she would assume on a timer. **Crowell** asks how the sign will be lit. **Beger** states it will be halo lit channel letters with no spotlights. All Board members agreed the fifth criterion was met.

6th Criterion: All Board members agreed the sixth criterion was met.

A motion was made by Jonathan Hines, seconded by John Meusch, to approve the variance to allow an additional sign larger than the maximum sign size. A roll call vote on the motion showed the following: Ayes: Crowell, Hines, Jepsen, Meusch, and Rohter. Nays: None. The motion passes unanimously.

3. **VAR2022-08:** Variance to Section 42-44.6 to allow a pole sign in excess of the maximum sign height in the C-2, General Retail district at 1600 Old Wire Outer Rd.

Coots presents the staff report.

David Mikel and **Charley Schalliol**, from Site Enhancement Services, 6001 Nimtz Parkway, South Bend, IN are the applicants. They present pictures to the Board of the sign renderings and photos taken from the nearby interstate going both eastbound and westbound at the requested 60 feet. They placed the sign rendering at different heights to find the minimum height required to get best visibility to the highway.

Muesch asks since the property is below grade, if the sign is measured from the grade or the ground where the sign will be placed. **Coots** mentions that the code states it will be measured from the grade of the street. He estimates the sign location is roughly 15 feet below the grade of the interstate highway where they intend to advertise. Because of this, the code could allow a 55 foot tall sign, if measured from the interstate and not the adjacent road. A variance would still be needed for the extra five feet.

Crowell asks if the applicants are fine with 55 feet. **Schalliol** mentions the 60 feet is important because it places the sign above the guard rail to make sure it is fully visible. **Meusch** asks if the 60 feet is necessary. **Mikel** states that they determined the grade change is about 15 to 17 feet and having the sign placed at 60 feet is the best height after their research.

Mikel comments that, after their due diligence, their sign is the minimum relief required. The proposed sign would keep the characteristics of the area. **Schalliol** mentions based upon the guard rail and surrounding properties, 60 feet is what they need. The proposed sign would be well under the square footage requirement imposed by the code. **Mikel** states the code allows for a 400 square foot sign and the proposed sign is only 250.

Crowell asks how this sign placement is not based solely upon increasing the rate of income for the property. **Mikel** states the intention of the sign is a wayfinding element to ensure motorists can see the sign with enough time to safely maneuver to the building location. He mentions that Longhorn has roughly 65% of their customer base that is not local, so the sign placement needs to be above the guard rail so drivers can safely maneuver to the off ramp as customers may not be familiar with the area.

Crowell comments that the guardrail mentioned that would block the sign is past the off ramp going westbound. He asks how this would make a difference in terms of locating the steakhouse. **Schalliol** mentions that the sign height and location gives the best view to hit motorists before the off ramp eastbound. The proposed height would be in line with all the other signs.

Crowell opens the public hearing.

Jenny Riegel is located at 1623 Yale Avenue in Rolla. She expresses concern about the height of the sign as it can be seen from her house. She worries the area will become overrun with tall signs.

Crowell closes the public hearing and moves into Board deliberation.

1st Criterion: All Board members agreed the first criterion was met.

2nd Criterion: All Board members agreed the second criterion was met.

3rd Criterion: All Board members agreed the third criterion was met.

4th Criterion: **Crowell** mentions there are some properties might be impacted. He asks if any other citizens have come forward. **Coots** no. All Board members agreed the fourth criterion was met.

5th Criterion: **Crowell** mentions the sign would be visible coming eastbound but not westbound until after people have passed the off ramp. He believes 55 feet would be sufficient. **Hines, Jepsen, Meusch, and Rohter** agreed the fifth criterion was met. **Crowell** voted no.

6th Criterion: **Crowell** comments that the applicant will not have an unnecessary hardship if we deny the variance. The sign will still be visible and people will still locate the restaurant. **Hines, Jepsen, Meusch, and Rohter** agreed the sixth criterion was met. **Crowell** voted no.

A motion was made by Jonathan Hines, seconded by Judy Jepsen, to approve the variance to allow a pole sign in excess of the maximum sign height. A roll call vote on the motion showed the following: Ayes: Hines, Jepsen, Meusch, and Rohter. Nays: Crowell. The motion passes.

**IV. OTHER BUSINESS/REPORTS FROM THE
CHAIRPERSON, BOARD, OR STAFF:**

NONE

Having no further business, the meeting was adjourned at 6:38 P.M.
Minutes prepared by **Sarah West**

NEXT MEETING:

Thursday, April 6, 2023

**DEVELOPMENT REVIEW COMMITTEE MINUTES
TUESDAY, APRIL 18TH @ 1:30 P.M.
MEMBERS AND OTHERS IN ATTENDANCE**

Tom Coots, Com. Dev.
Dale Brown, RMU

Sarah West, Com. Dev.
Jeff Breen, Fire

NEW BUSINESS:

1. **VAC23-01:** Vacation of Park Street north of 2nd Street to railroad, adjacent to the Phelps County Courthouse and Sheriff's Department/Jail.

Suggested that the entire ROW be replaced with a utility easement rather than 53 feet of the 60 feet width. Will follow up with an application to see if there is any reason for the proposed easement.

2. **ZON23-03:** Rezoning property at the SW corner of Richard Dr and Curtis Dr from C-1, Neighborhood Commercial to R-3, Multi-family

Committee had no comments on rezoning application.

3. **Easement Vacation:** Vacation of utility easement at 1908 N Bishop

Added to the agenda. This easement may or may not be dedicated to the city. The applicant is asking it to be vacated to clear up any potential title issues. There are no utilities in the easement, but it does go through the motel building. The case will be presented at the next City Council meeting.

Will follow up with DRC group by email to ensure there are no comments.

Minutes Prepared By: Sarah West

NEXT MEETING:

Tuesday, May 2 @ 1:30 P.M.



**City of Rolla – Bicycle Pedestrian Advisory Meeting
Meeting Minutes – March 7, 2023**

In attendance: Ken Kwantes, Jeremy Jamison, Dennis Noel, Darin Pryor, Lacie Hammond, Doug James

Sign-in, introductions, handouts

Staff discussion items –

1. Talking to Lions Club Park for a trail, it would be closer to Rolla Street than the park.
 - *One idea was to dedicate trail as Stoltz Trail.

2. League of American Bicyclist membership qualifications was discussed
 - * Application deadline is August 30th, 2023
 - * On Lions Club adding gravel to make a parking lot
 - * Add a bike rack on Acorn Trail
 - * Add counters of bicycle traffic

3. Bike Week discussion
 - * Get Mayor to make proclamation for bike week
 - * Bike to work week
 - * Have the Chamber help with advertising

Park Advisory Commission Meeting Minutes

March 22, 2023 – 5:00 p.m.
City Hall, 3rd Floor Conference Room

Members Present: Andrew Meggitt, Larry Thomas, Susan Wrasmann, and Mike Fleishhauer

Absent: Sue Arnold and Ken Kwantes

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

1. Call to Order

- Andrew Meggitt called the meeting to order at 5:04 p.m.

2. Approval of Minutes

- Larry Thomas made a motion to approve the January 30, 2023, minutes. Susan Wrasmann seconded approval. Motion passed with no opposition.

3. New Business

- Committee to Continue Prop P update

Mr. Jernigan introduced Lonna Sowers to the group, noting that Lonna is the “face of RDBA.” Lonna has graciously offered to help with Prop P, working on the committee and helping to bring awareness of the tax to Rolla citizens, through various media.

She said Prop P has a Facebook page and an event page which are all free. The committee did two sets of ads for the Phelps County Focus: an on-line banner ad to run from March 28 – April 3; and two 2” x 6” print ads.

Lonna does media submission. She shot two videos of a young child at the all-inclusive playground in BerJuan Park. They are posted on Facebook and the Focus is publishing it, as well.

Lonna interviewed Randy and Laura Stoll for a pickleball video. She is trying to show people a variety of aspects that Parks touches. “We are trying to educate people,” she said. “We have sheets with the facts and figures of Prop P, showing the tax is only 6.25 cents on \$100. The sheets list what our Parks have to offer the community: SplashZone, maintenance of 276 acres including trails, 33 parks, ballfields, a disc golf course, and a 40-acre cemetery which has over 16,000 burials.

Mr. Jernigan said the City Council Monday meeting that was aired on cable TV included his presentation to Council on the tax. An open house for Prop P was attended by six City Council members, which is the most we have ever gotten for an open house. That support was appreciated he said.

He noted that a question from one of the public presentations asked how much Parks received in ARPA money. That amount was \$45,000 and was tied to Covid-impacted attendance at SplashZone. The follow-up question was where other appropriations were

made, asking how much The Centre received. That amount was an initial \$850,000 and an additional \$350,000, among the ARPA expenditures in different areas approved by City Council. Other ARPA funds were parks were not allocated as no other areas were impacted due to Covid and Council agreed not to close parks during that time.

Lonna noted that the parks tax was on the back side of the ballot. The county marijuana tax and the school tax and school bond were on the front.

The Prop P Committee has had several meetings. That committee consisted of Lonna, Rachel Guth and Elissa Jennison. Aimee Campbell and Mark Caballero provided support with feedback.

- **Farmers Market MOU**

The Farmers Market officially begins April 1, the first Saturday in April. Mr. Jernigan included this year's Memorandum of Understanding between the Rolla Downtown Farmers Market and the Parks Department.

There are eight vendors currently active for the winter market. Manager Laura Tarvin has been working on the MOU paperwork for spring vendors. They are currently a 501C3 organization, but they are working toward getting their own insurance. It should take effect next year. A picture of the Rolla City lots they use was included in the Parks Advisory Commission packet.

They have 37 vendors confirmed for this year, a couple of which are new food producers. They had 65 vendors last year. We require them to undergo a food safety handling course through the County Health Department. We currently have about half of the Hold Harmless Agreements with the remainder expected by next week.

Susan Wrasmann moved to approve the updated MOU. Mike Fleishhauer seconded the motion. All were in favor, with no opposition.

4. Financials

- Mr. Jernigan noted that Prop P Tax revenue is missing from this month's Park Financials spreadsheet as at the time the spreadsheet was put together, that tax amount had not been entered.

Overall, expenses are down and revenues are up. At this point, we haven't hired back seasonals. We turn on water and open bathrooms on April 1.

Expenses should be more this year because minimum wage has gone up again. We are still looking for umpires for softball league. We are doing pretty well on lifeguards and rec aides. We were short by several maintenance employees again last year. Maintenance side still looking for people.

Revenue is up mainly because Eugene Northern Community Hall rentals are up.

As approved by City Council during the budget process, rate increases for rentals of offset state mandated minimum wage increases will take place April 1. Cemetery rates are staying the same, but are expected to increase next year.

5. Director's Narrative

- Working with a group from MS&T regarding nutrient mitigation in Schuman Lake. Mr. Jernigan included a copy of the abstract in the packet. The research team will consist of two principal investigators, graduate students, and undergrad students, who will perform sampling of water. We also do a Special Use – canoe – Permit for this group. They are applying for a grant, so this is preliminary for that.
We talked about putting in aerators in Schuman, like we did at BerJuan Lake. It limits or reduces fish kill. Both are runoff lakes which receive fertilizer, etc., from nearby fields. Mr. Jernigan said this should be the best bet for the overgrowth. Mike Fleishhauer said to watch that the floating mats don't get left there and to watch for bank fishermen.
- May is Tennis Month, but it is a particularly busy month for Mr. Jernigan and Andrew Smith. They both met with USTA to talk about new ways to bring in people and programs to our courts. USTA representatives expressed they would help with activities for Tennis Month.
- Mr. Jernigan met with a MS&T group regarding a Monarch butterfly and pollinator garden in Schuman Park. The key will be that the group is able to provide us with information to show continued efforts for the Mayor's Monarch garden, since these students are seniors.
- Working with Westport for the pool leak, hoping it will come out well. We dipped into reserves for unbudgeted Morgan Field lights, so we are just replacing the slide on the children's play structure at SplashZone, rather than replacing the entire pool feature.
- Ridgeview Playground was vandalized, set on fire by juveniles, causing around \$40,000 in damages. Since this park was funded by TDD (Transportation Development District) funds, the choice was to utilize loose rubber nuggets as the safety surface originally, but we would have gone with the pour-n-play surface otherwise due to greater durability and less issues with vandalism. We are waiting on final reports; pictures and initial investigations and documentation was turned into insurance. We are waiting on insurance adjusters to make a determination on reimbursement.

6. Commission Comments

- Larry Thomas said he was recently questioned regarding the train in Schuman Park. Mr. Bagnall expressed that he would like to see the caboose that is downtown be added with the train. The caboose the city currently owns is not a Frisco, unlike the engine, oil tender and passenger car at Schuman, although it was repainted to feature the Frisco Line motif. It would take a sizable outlay to move the caboose, which is currently maintained by Public Works. The downtown location was chosen as an additional focal point of interest.
- Andrew Meggitt asked about the current standings on the other grants we submitted. He asked how they are looking and if they seem to be in our favor. Mr. Jernigan replied that we are hopeful. We will have an announcement as soon as we learn. The LWCF grant won't be known until likely October. The RTP grant will be probably be sooner.
Mr. Jernigan added that we applied for a small \$250 grant in conjunction with May Tennis Month. It would be helpful for any expenses incurred for the activities we have planned.
Mr. Jernigan commented on a couple of changes we will have to make on the large grant that includes improvements to the soccer field. We had to take out the lighting, since the cost of the activities planned had increased 25-35% in the last year so the improvements will be turf and scoreboards.

- There was some discussion regarding the Rolla Cemetery. We received a \$10,000 donation to do repairs. We will do a border on Potters Field/Section 4A, which includes lots for people who lost a child and moved away, people who died due to railroad accidents, and indigents. We do not know exact locations of those who are in this section, but we have a list of names. There was GIS done in the section to help locate graves.
Larry Thomas asked about how things ended up with the mausoleum issue we had a few months ago. Mr. Jernigan said we contacted the various parties involved and resolved the situation. All went smoothly.

7. Adjournment

- Next meeting is Wednesday, May 24, at 5 p.m. It was suggested we meet in one of the Rolla City Pavilions, the train, or possibly the Rolla Cemetery.
- Larry Thomas made a motion to adjourn. Mike Fleishhauer seconded. All were in favor, with no opposition. The meeting adjourned at 6:08 p.m.

**ROLLA AREA CHAMBER OF COMMERCE
AUDITED FINANCIAL STATEMENTS
DECEMBER 31, 2022**

**Kean, Wiggins & Company, LLC
Certified Public Accountants
PO Box 876, 704 West 2nd Street
Rolla, Missouri 65402**

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KEAN, WIGGINS & COMPANY^{LLC}

CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of
Rolla Area Chamber of Commerce

We have audited the accompanying financial statements of the Rolla Area Chamber of Commerce (a non-profit organization), which comprise the statement of assets, liabilities, and net assets-modified cash basis as of December 31, 2022, the statement of revenues, expenses, and other changes in net assets-modified cash basis and related statement of activities and cash flows-modified cash basis for the year then ended, and related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Rolla Area Chamber of Commerce as of December 31, 2022, and the changes in its net assets and its cash flows for the year then ended in accordance with the modified cash basis of accounting The Rolla Chamber of Commerce uses described in Note 1.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of The Rolla Area Chamber of Commerce and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about The Rolla Area Chamber of Commerce's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Rolla Area Chamber of Commerce's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about The Rolla Area Chamber of Commerce's ability to continue as a going concern for a reasonable period of time.


We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The statement of assets, liabilities, and net assets, statement of revenues, expenses, and other changes in net assets and related statement of activities and cash flows for both the Chamber and the Motel Tax funds on pages 14-19 are presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

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 opinion is not modified with respect to this matter.



Kean, Wiggins & Company, LLC
Rolla, Missouri
March 10, 2023

BASIC FINANCIAL INFORMATION

**ROLLA AREA CHAMBER OF COMMERCE
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS-MODIFIED CASH BASIS
AS OF DECEMBER 31, 2022**

| Assets | December 31, 2022 |
|--|------------------------------|
| Current Assets | |
| Cash | \$ 618,684 |
| Accounts Receivable | 3,673 |
| Prepaid Exepenses | 6,534 |
| Total Current Assets | 628,891 |
| Property and Equipment | |
| Furniture and Fixtures | 18,138 |
| Equipment | 17,530 |
| Leasehold Improvements | 157,720 |
| Less: Accumulated Depreciation | (27,840) |
| Total Property and Equipment | 165,548 |
| Other Assets | |
| Lease Asset | 55,900 |
| Total Assets | \$ 850,339 |
| Liabilities and Net Assets | |
| Current Liabilities | |
| Accounts Payable | \$ 297 |
| Accrued Sick Leave Payable | 28,976 |
| Current Portion of Long Term Lease | 27,950 |
| Current Portion of Long Term Liability | 15,666 |
| Payroll Tax Liabilities | 4,884 |
| Prepaid Dues and Income | 19,135 |
| Total Current Liabilities | 96,908 |
| Long Term Liabilities | |
| Long Term Lease Payable | 27,950 |
| Remodel Loan | 55,172 |
| Total Long Term Liabilities | 83,122 |
| Total Liabilities | 180,030 |
| Net Assets | |
| Net Assets Without Donor Restrictions | 670,309 |
| Net Assets With Donor Restrictions | - |
| Total Net Assets | 670,309 |
| Total Liabilities and Net Assets | \$ 850,339 |

See accountant's report and notes to financial statements.

ROLLA AREA CHAMBER OF COMMERCE
STATEMENT OF REVENUES, EXPENSES, AND OTHER CHANGES IN NET ASSETS-MODIFIED CASH BASIS
FOR THE YEAR ENDED DECEMBER 31, 2022

| Without Donor Restrictions | <u>Year Ended</u> <u>December 31, 2022</u> |
|--|---|
| <u>Revenues</u> | |
| Membership Dues Income | \$ 119,963 |
| Motel Tax Income | 415,712 |
| Advertising Income | 27,805 |
| Bank Interest Income | 799 |
| Collective Income | 10,911 |
| COOP MO Advertising Income | 11,042 |
| Events Income | 121,767 |
| Rent Income | 4,050 |
| Scholarship Income | 21,007 |
| Special Events Income | 55,451 |
| Miscellaneous Income | 23,837 |
| Total Revenues | <u>812,344</u> |
| <u>Expenses</u> | |
| <u>Program Expenses</u> | |
| Advertising & Brochures | 21,380 |
| Building & Grounds | 24,172 |
| Cleaning Service | 2,950 |
| Collective Expenses | 4,505 |
| COOP MO Advertising Expenses | 20,948 |
| Directory | 6,035 |
| Events | 95,453 |
| Grants | 14,250 |
| Land Payment | 25,550 |
| Miscellaneous | 35,257 |
| Payroll | 267,717 |
| Rent | 2,400 |
| Scholarship | 31,000 |
| Signage | 16,980 |
| Travel and Meetings | 7,759 |
| Utilities | 5,270 |
| Total Program Expenses | <u>581,626</u> |
| <u>Administrative Expenses</u> | |
| Accounting & Legal Services | 9,300 |
| Depreciation Expense | 7,702 |
| Dues and Subscriptions | 20,793 |
| Insurance | 11,116 |
| Insurance-Health | 40,521 |
| Office Equipment | 9,004 |
| Office Supplies | 17,810 |
| Telephone | 2,681 |
| Total Administrative Expenses | <u>118,927</u> |
| Total Ordinary Expenses | <u>700,553</u> |
| Net Ordinary Increase in Net Assets | 111,791 |
| <u>Other Revenue</u> | |
| PFTF Military Affairs and Dues | 6,028 |
| Total Other Income | <u>6,028</u> |
| <u>Other Expenses</u> | |
| PFTF (Phelps For the Fort) | 7,161 |
| Total Other Expenses | <u>7,161</u> |
| Net Other Income | <u>(1,133)</u> |
| Change in Net Assets Without Donor Restrictions | 110,658 |
| Net Assets at Beginning of Year | <u>559,651</u> |
| Net Assets at End of Year | <u>\$ 670,309</u> |

**ROLLA AREA CHAMBER OF COMMERCE
STATEMENT OF ACTIVITIES AND CASH FLOWS-MODIFIED CASH BASIS
FOR THE YEAR ENDED DECEMBER 31, 2022**

| | <u>December 31, 2022</u> |
|---|------------------------------|
| <u>Cash Flows from Operating Activities</u> | |
| Change in Net Assets | \$ 110,658 |
| Adjustments to Reconcile Change in Net Assets to Net Cash Provided by Operating Activities | |
| Depreciation | 7,702 |
| (Increase)Decrease in Accounts Receivable | (337) |
| (Increase)Decrease in Prepaid Expenses | (3,034) |
| (Increase)Decrease in Lease Asset | 27,950 |
| Increase (Decrease) in Accounts Payable | (1,559) |
| Increase (Decrease) in Accrued Liabilities | 3,483 |
| Net Cash Provided (Used) by Operating Activities | <u>144,863</u> |
| <u>Cash Flows from Investing Activities</u> | |
| (Increase) Decrease of Leasehold Improvements | (68,377) |
| (Increase) Decrease of Equipment | (10,905) |
| Net Cash Provided (Used) by Investing Activities | <u>(79,282)</u> |
| <u>Cash Flows from Financing Activities</u> | |
| Proceeds From New Debt | 82,200 |
| Payments on Lease Liability | (27,950) |
| Payments on Long Term Debt | (19,432) |
| Net Cash Provided (Used) by Financing Activities | <u>34,818</u> |
| Net (Decrease) Increase in Cash and Cash Equivalents | 100,399 |
| Cash and Cash Equivalents at Beginning of Year | <u>518,285</u> |
| Cash and Cash Equivalents at End of Year | <u><u>\$ 618,684</u></u> |

**ROLLA AREA CHAMBER OF COMMERCE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2022**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Business

The Rolla Area Chamber of Commerce "the Chamber" is a Missouri nonprofit corporation exempt from income tax under Section 501(c)(6) of the Internal Revenue Code. Its purpose is to support and promote business in the Rolla area. The Rolla Area Chamber of Commerce solicits public and private contributions and dues to fund the Organization. The Motel Tax Fund receives motel tax income from the City of Rolla to promote tourism in the Rolla area.

Cash and Cash Equivalents

The Chamber of Commerce considers all highly liquid investments with a maturity of three months or less when purchased to be cash. Cash and cash equivalents consist of checking and money market accounts.

Method of Accounting

The financial statements of the Rolla Area Chamber of Commerce have been prepared using the modified cash basis of accounting whereby revenue is recognized when received and expenses are recognized when paid or when the obligation is incurred.

Change in Accounting Principle

Effective January 1, 2022 the Chamber adopted Accounting Standards Update (ASU) 2016-02 Leases (*Topic 842*). ASU 2016-02 was issued to increase transparency and comparability among organizations by recognizing lease assets and lease liabilities, with terms of more than twelve months, on the Statement of Assets, Liabilities, and Net Assets. The terms of the Chamber's lease agreement with the City of Rolla in Note 5. Implementation of ASU 2016-02 did not require reclassification or restatement of any opening balances related to the period presented.

Property and Equipment

Property and equipment expenditures over \$1,000 with an estimated useful life in excess of one year are capitalized. Property and equipment is valued at cost, or if donated, the approximated fair value at the date of donation.

Fixed assets consisted of the following as of December 31, 2022:

| | |
|--------------------------------|-----------------|
| Leasehold Improvements | \$ 157,720 |
| Furniture and Fixtures | 18,138 |
| Equipment | 17,530 |
| Less: Accumulated Depreciation | <u>(27,840)</u> |
| | \$ 165,548 |

Depreciation of property and equipment is calculated on the straight-line basis over the estimated useful lives of the assets. The useful lives by asset classification are:

| | |
|-------------------------|----------|
| Leasehold Improvements | 39 years |
| Furniture and Equipment | 7 years |
| Equipment | 7 years |

**ROLLA AREA CHAMBER OF COMMERCE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2022**

Maintenance and repairs are charged to expense as incurred; major renewals and betterments are capitalized. When items of property or equipment are sold or retired, the related cost and accumulated depreciation are removed from the account and any gain or loss is included in income or expense.

Income Taxes

The Rolla Area Chamber of Commerce is exempt under Section 501c(6) of the Internal Revenue Code. While the Organization is generally exempt from income taxes, it is subject to taxes on unrelated trade or business income and on excess lobbying expenses. For the year ended December 31, 2022, the Organization did not incur taxes for unrelated trade or business income.

FASB Accounting Standards Codification 740.10, Accounting for Uncertainty in Income Taxes, an interpretation of FASB Statement 109, which addresses the determination of whether tax benefits claimed or expected to be claimed on a tax return should be recorded in the financial statements. Under this guidance, the Organization may recognize the tax benefit from an uncertain tax position only if it is more likely than not that the tax position will be sustained on examination by taxing authorities, based on the technical merits of the position. Examples of tax positions include the tax-exempt status of the Organization and various positions related to the potential sources of unrelated business taxable income (UBIT). The tax benefits recognized in the financial statements from such a position are measured based on the largest benefit that has greater than 50 percent likelihood of being realized upon ultimate settlement. There were no unrecognized tax benefits identified or recorded as liabilities for the year ended December 31, 2022.

The Organization files forms 990 in the U.S. federal jurisdiction. The Organization is generally no longer subject to examination by the Internal Revenue Service for years before 2019.

Estimates

The activities of the Chamber require management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates. The Chamber estimates the use of its employees' time between regular Chamber of Commerce activities and Tourism activities in order to allocate payroll between the two.

Donated Services

The Organization receives a significant number of donated services from unpaid volunteers who assist in fund-raising and special projects. No amounts have been recognized in the statement of activities because the criteria for recognition under have not been satisfied.

Employee Benefit Plans

The Chamber maintains a Simple IRA retirement plan for all employees meeting certain eligibility requirements. Under provisions of the plan, the Chamber matches employee voluntary salary reduction plan contributions up to 3% of the employee's salary. The Chamber's contributions under this plan for the year ended December 31, 2022 were \$6,842.

**ROLLA AREA CHAMBER OF COMMERCE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2022**

Financial Statement Presentation

The Chamber is required to report information regarding its financial position and activities according to two classes of net assets: net assets without restrictions and net assets with restrictions.

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the organization. These net assets may be used at the discretion of the Organization's management and the board of directors.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization or by the passage of time. Other restrictions are perpetual in nature, where by the donor has stipulated the funds be maintained in perpetuity.

Donor restricted contributions are reported as an increase in net assets with donor restrictions. When a restriction expires, net assets are reclassified from net assets with donor restrictions to net assets without donor restrictions in the statement of revenues, expenses, and other changes in net assets.

As of December 31, 2022, the Chamber had no net assets with donor restrictions.

Contributions

Contributions received are recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions. Contributions that are restricted by the donor are reported as an increase in net assets without donor restrictions of the restriction expires in the reporting period in which the contribution is recognized. All other donor restricted contributions are reported as an increase in net assets with donor restrictions, depending on the nature of restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

Contributed property and equipment are recorded at fair value at the date of donation. Contributions with donor-imposed stipulations regarding how long the contributed assets must be used are recorded as net assets with donor restrictions; otherwise, the contributions are recorded as net assets without donor restrictions.

Accounts Receivable

Accounts receivable are stated at the amount management expects to collect from outstanding balances. The Organization provides for potentially uncollectible amounts through bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual receivables. Balances still outstanding after management has used reasonable collection efforts are charged to the allowance for doubtful accounts and a credit to the applicable accounts receivable. An allowance at December 31, 2022 was not considered necessary as all receivables were considered fully collectible.

**ROLLA AREA CHAMBER OF COMMERCE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2022**

Fundraising Costs

Fundraising costs are expensed as incurred. Fundraising costs, also known as events expense, for the year ended December 31, 2022 were \$95,453.

Advertising Costs

Advertising costs are expensed as incurred. Advertising cost for the year ended December 31, 2022 were \$21,380.

Accrual of Compensated Absences

Employee unused sick leave hours can be carried forward to a subsequent year. An estimated accrual of these hours is included in the financial statements. The balances as of December 31, 2022 was \$28,976.

Unused employee vacation hours not used by year end cannot be carried forward.

Functional Expenses

Expenses are charged directly to program or support based on a combination of specific identification and allocation by management.

2. AVAILABILITY AND LIQUIDITY

The Organization's goal is generally to maintain financial assets to meet 90 days of operating expenses. The following represents the Organization's financial assets at December 31:

| | 2022 |
|---|-------------|
| Financial assets at year end: | |
| Cash and cash equivalents | \$ 618,684 |
| Accounts receivable | 3,673 |
| Prepaid Expenses | 6,534 |
| Restricted cash and cash equivalents | - |
| Total financial assets | 628,891 |
| Less amounts not available to be used within one year: | |
| Net assets with donor restrictions | - |
| Financial assets available to meet general expenditures over the next twelve months | \$ 628,891 |

**ROLLA AREA CHAMBER OF COMMERCE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2022**

3. LONG-TERM CONTRACTS

Beginning July 1, 1993, the City of Rolla, Missouri enacted a three percent (3%) motel tax on motel room occupancy within the city limits. The City of Rolla and the Rolla Area Chamber of Commerce entered into a contract in December 2009 whereby the Rolla Area Chamber of Commerce will manage the Visitor's Center and promote Rolla as a convention, visitor, and tourist center. This contract has been extended to December 31, 2024.

Payment for these services is ninety percent (90%) of the revenue derived from the three percent (3%) motel tax collected by the City of Rolla in order to manage the Visitor's Center and the Rolla Ranger Site and promote the Rolla area to tourists, convention planners, and other visitors. The contract requires the Rolla Area Chamber of Commerce to submit an annual budget and management plan to the Rolla City Council for approval.

4. CONCENTRATIONS

The revenue received from the contract with the City of Rolla accounts for substantially all of the total revenue of the Motel Tax Fund.

5. LEASE AGREEMENT WITH THE CITY OF ROLLA

The Rolla Chamber of Commerce entered into a lease agreement with the City of Rolla for 9.46 acres at Bridge School Road and Kingshighway to be used for a Rolla Area Visitor Center, Tourism Center and office. The term of the lease has been extended to December 31, 2024. The City of Rolla withholds an amount in escrow from the Motel Tax Fund to make an annual payment of \$25,550 in January of each year. In addition, the Chamber makes monthly payments of \$200 per month for the use of an office building on the premises.

Future minimum lease payments payable as of December 31, 2022 were as follows:

| Year Ended December 31, | Payment for Land | Payment For Office |
|----------------------------|---------------------|-----------------------|
| 2023 | 25,550 | 2,400 |
| 2024 | 25,550 | 2,400 |
| Total | <u>\$ 51,100</u> | <u>\$ 4,800</u> |

**ROLLA AREA CHAMBER OF COMMERCE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2022**

6. LEASE AGREEMENT FOR RENTAL SPACE

In January 2022, the Chamber entered into a lease agreement with a local organization to rent out one of its offices for \$150 per month. This agreement will operate on a month-to-month basis for the foreseeable future.

7. NOTE PAYABLE

On March 11, 2022 the Chamber of Commerce entered into a note agreement with a local bank in order to fund their remodel project. The total amount borrowed was \$82,200. At December 31, 2022 the outstanding principal on the note amounted to \$70,838. The note carries an interest rate of 3.75%, with minimum monthly payments of \$1,505, and officially matures on March 11, 2027. This loan and associated assets are not collateralized.

The future scheduled maturities of long-term debt are as follows:

| Year Ending December 31, | Principal | Interest | Total |
|-----------------------------|------------------|-----------------|------------------|
| 2023 | \$ 15,666 | \$ 2,389 | \$ 18,055 |
| 2024 | 16,264 | 1,791 | 18,055 |
| 2025 | 16,885 | 1,170 | 18,055 |
| 2026 | 17,529 | 526 | 18,055 |
| 2027 | 4,494 | 28 | 4,522 |
| | <u>\$ 70,838</u> | <u>\$ 5,904</u> | <u>\$ 76,742</u> |

8. SUBSEQUENT EVENTS

Subsequent events have been evaluated through March 8, 2023 which is the date the financial statements were available to be issued.

SUPPLEMENTARY INFORMATION

**ROLLA AREA CHAMBER OF COMMERCE-CHAMBER
STATEMENT OF ASSETS, LIABILITIES, AND NET ASSETS-MODIFIED CASH BASIS
AS OF DECEMBER 31, 2022**

Assets

| | 2022 |
|-------------------------|----------------|
| Current Assets | |
| Cash | \$ 246,695 |
| Accounts Receivable | 3,673 |
| Due From Motel Tax Fund | 12,248 |
| Prepaid Expenses | 4,886 |
| Total Current Assets | 267,502 |
| Total Assets | \$ 267,502 |

Liabilities and Net Assets

| | |
|---------------------------------------|----------------|
| Current Liabilities | |
| Accounts Payable | \$ 22 |
| Accrued Sick Leave Payable | 8,751 |
| Payroll Tax Liabilities | 4,884 |
| Other Current Liabilities | 17,135 |
| Total Current Liabilities | 30,792 |
| Net Assets | |
| Net Assets Without Donor Restrictions | 236,710 |
| Net Assets With Donor Restrictions | - |
| Total Net Assets | 236,710 |
| Total Liabilities and Net Assets | \$ 267,502 |

ROLLA AREA CHAMBER OF COMMERCE-CHAMBER
STATEMENT OF REVENUES, EXPENSES, AND OTHER CHANGES IN NET ASSETS-MODIFIED CASH BASIS
FOR THE YEAR ENDED DECEMBER 31, 2022

| Without Donor Restrictions | 2022 |
|--|---------------|
| <u>Revenues</u> | |
| Advertising Income | \$ 27,805 |
| Ambassadors Income | 3,261 |
| Bank Interest Income | 383 |
| Banquet Income | 32,270 |
| Collective Income | 10,911 |
| Golf Tournament Income | 36,497 |
| Luncheon Income | 53,000 |
| Membership Dues Income | 119,963 |
| Scholarship Income | 21,007 |
| Special Events Income | 44,553 |
| Miscellaneous Income | 12,524 |
| Total Revenues | 362,174 |
| <u>Expenses</u> | |
| Program Expenses | |
| Advertising | 4,073 |
| Ambassador | 2,827 |
| Banquet Expense | 23,260 |
| Collective Expenses | 4,505 |
| Directory | 6,035 |
| Golf Tournament | 11,559 |
| Luncheon | 31,243 |
| Membership Relations | 5,740 |
| Miscellaneous | 13,771 |
| Payroll | 118,495 |
| Rent | 2,400 |
| Scholarship | 31,000 |
| Special Events | 21,169 |
| Travel and Meetings | 4,376 |
| Utilities | 484 |
| Total Program Expenses | 280,937 |
| Administrative Expenses | |
| Accounting & Legal Services | 4,650 |
| Dues and Subscriptions | 11,141 |
| Insurance | 5,341 |
| Insurance-Health | 18,176 |
| Office Equipment | 4,987 |
| Office Supplies | 10,061 |
| Telephone | 256 |
| Total Administrative Expenses | 54,612 |
| Total Ordinary Expenses | 335,549 |
| Net Ordinary Increase in Net Assets | 26,625 |
| Other Revenue | |
| PFTF Military Affairs and Dues | 6,028 |
| Total Other Income | 6,028 |
| Other Expenses | |
| PFTF (Phelps For the Fort) | 7,161 |
| Total Other Expenses | 7,161 |
| Net Other Income | (1,133) |
| Change in Net Assets Without Donor Restrictions | 25,492 |
| Net Assets at Beginning of Year | 211,218 |
| Net Assets at End of Year | \$ 236,710 |

IV.B.17

**ROLLA AREA CHAMBER OF COMMERCE-CHAMBER
STATEMENT OF ACTIVITIES AND CASH FLOWS-MODIFIED CASH BASIS
FOR THE YEAR ENDED DECEMBER 31, 2022**

| | 2022 |
|---|-------------|
| <u>Cash Flows from Operating Activities</u> | |
| Change in Net Assets | \$ 25,492 |
| Adjustments to Reconcile Change in Net Assets to Net Cash Provided by Operating Activities | |
| (Increase)Decrease in Accounts Receivable | (337) |
| (Increase)Decrease in Due From Tourism | 385 |
| (Increase)Decrease in Prepaid Expenses | (4,886) |
| Increase (Decrease) in Accounts Payable | (1,572) |
| Increase (Decrease) in Accrued Sick Leave Payable | 3,126 |
| Increase (Decrease) in Payroll Tax Liabilities | (1,630) |
| Increase (Decrease) in Other Current Liabilities | (5,341) |
| Net Cash Provided (Used) by Operating Activities | 15,237 |
| Net (Decrease) Increase in Cash and Cash Equivalents | 15,237 |
| Cash and Cash Equivalents at Beginning of Year | 231,458 |
| Cash and Cash Equivalents at End of Year | \$ 246,695 |

ROLLA AREA CHAMBER OF COMMERCE-MOTEL TAX FUND
STATEMENT OF REVENUES, EXPENSES, AND OTHER CHANGES IN NET ASSETS-MODIFIED CASH
BASIS
FOR THE YEAR ENDED DECEMBER 31, 2022

| Without Donor Restrictions | <u>2022</u> |
|--|--------------------------|
| <u>Revenues</u> | |
| Motel Tax Income | \$ 415,712 |
| Bank Interest Income | 416 |
| COOP MO Advertising Income | 11,042 |
| Rental Income | 4,050 |
| Special Events Income | 10,898 |
| Miscellaneous Income | 8,052 |
| Total Revenues | <u>450,170</u> |
| <u>Expenses</u> | |
| Program Expenses | |
| Advertising | 15,141 |
| Brochures | 2,166 |
| Building & Grounds | 24,172 |
| Cleaning Service | 2,950 |
| COOP MO Advertising | 20,948 |
| Grants | 14,250 |
| Land Payment | 25,550 |
| Miscellaneous | 12,919 |
| Payroll | 149,222 |
| Signage | 16,980 |
| Special Events/Promotion | 8,222 |
| Travel and Meetings | 3,383 |
| Utilities | 4,786 |
| Total Program Expenses | <u>300,689</u> |
| Administrative Expenses | |
| Accounting & Legal Services | 4,650 |
| Depreciation Expense | 7,702 |
| Dues and Subscriptions | 9,652 |
| Insurance | 5,775 |
| Insurance-Health | 22,345 |
| Office Equipment | 4,017 |
| Office Supplies | 7,749 |
| Telephone | 2,425 |
| Total Administrative Expenses | <u>64,315</u> |
| Total Ordinary Expenses | <u>365,004</u> |
| Change in Net Assets Without Donor Restrictions | <u>85,166</u> |
| Net Assets at Beginning of Year | <u>348,433</u> |
| Net Assets at End of Year | <u><u>\$ 433,599</u></u> |

**ROLLA AREA CHAMBER OF COMMERCE-MOTEL TAX FUND
STATEMENT OF ACTIVITIES AND CASH FLOWS-MODIFIED CASH BASIS
FOR THE YEAR ENDED DECEMBER 31, 2022**

| | 2022 |
|---|---------------|
| <u>Cash Flows from Operating Activities</u> | |
| Change in Net Assets | \$ 85,166 |
| Adjustments to Reconcile Change in Net Assets to Net Cash Provided by Operating Activities | |
| Depreciaton | 7,702 |
| (Increase)Decrease in Prepaid Expenses | 1,852 |
| (Increase)Decrease in Lease Asset | 27,950 |
| Increase (Decrease) in Accounts Payable | 12 |
| Increase (Decrease) in Accrued Sick Leave Payable | 5,329 |
| Increase (Decrease) in Other Current Liabilities | 1,615 |
| Net Cash Provided (Used) by Operating Activities | 129,626 |
| <u>Cash Flows from Investing Activities</u> | |
| (Increase) Decrease of Leasehold Improvements | (68,377) |
| (Increase) Decrease of Equipment | (10,905) |
| Net Cash Provided (Used) by Investing Activities | (79,282) |
| <u>Cash Flows from Financing Activities</u> | |
| Proceeds From New Debt | 82,200 |
| Payments on Lease Liability | (27,950) |
| Payments on Long Term Debt | (19,432) |
| Net Cash Provided (Used) by Financing Activities | 34,818 |
| Net (Decrease) Increase in Cash and Cash Equivalents | 85,162 |
| Cash and Cash Equivalents at Beginning of Year | 286,827 |
| Cash and Cash Equivalents at End of Year | \$ 371,989 |



KEAN, WIGGINS & COMPANY^{LLC}

March 10, 2023

CERTIFIED PUBLIC ACCOUNTANTS

To the Board of Directors of
Rolla Area Chamber of Commerce

We have audited the financial statements of the Rolla Area Chamber of Commerce for the year ended December 31, 2022, and have issued our report thereon dated March 10, 2023. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated January 13, 2023. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Rolla Area Chamber of Commerce are described in Note 1 to the financial statements. We noted no transactions entered into by the Organization during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements was:

Management's estimate of the allocation of payroll between the Chamber and Tourism funds is based on the amount of time employees spend on these corresponding activities. We evaluated the key factors and assumptions used to develop the payroll allocations in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

The disclosures in notes three, four, and five in which describe the Chamber's contracts with the City of Rolla and the concentration of income from the motel tax.

The disclosure in note one describing the adoption of ASU 2016-02 (Topic 842) in regards to leases and recognizing lease assets and lease liabilities on the Statement of Assets, Liabilities, and Net Assets.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated March 10, 2023.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Organization's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with modified cash basis of accounting, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Board of Directors of the Rolla Area Chamber of Commerce and is not intended to be, and should not be, used by anyone other than these specified parties.

Kean, Wiggins + Company, LLC

Kean, Wiggins & Company, LLC



2023 1st Quarter Report

MOTEL TAX HISTORY

In 1991/92 the Rolla Area Chamber of Commerce started the conversation with the City of Rolla about imposing a hotel tax for tourism efforts. At the time, several communities across the state of Missouri had already implemented this tax.

This new tax was being used by the local Chamber or Tourism Bureau to promote tourism for that community as well as fund their Visitor Centers.

The tax varies in all communities and Rolla's legislation was written to impose up to 5%. The Chamber decided that 3% would be sufficient at the time and if needed voters could raise the tax to the full 5% at a later date.

Thanks to the due diligence of the RACC, the Motel Tax passed in 1993. This means if you spend the night in a Rolla hotel, you will pay a 3% tax (in addition to local, state, and federal taxes). If you don't stay in a Rolla hotel, you don't pay the tax.

After the passing of the tax, the City of Rolla contracted with the Chamber to administer the tax. The City collects the tax, keeps 10% for admin fees and passes along the remaining 90% to the Chamber.

The first goal of the tax was to build and maintain the Visitor Center. As funds allow, the second goal of the tax was to promote Rolla as a tourist destination for travelers, groups, and meeting planners.

The Visitor Center opened in 1996. The contract between the City of Rolla and the Rolla Chamber is reviewed and renewed every 5 years to give each party an opportunity to make necessary changes due to current market trends and local expectations.

The Rolla Chamber currently manages the 10-acre tract of land at 1311 Kingshighway, the Rolla Visitor Center, and the 5 historic buildings on the property.

LODGING REPORT

2023 ROLLA LODGING PERFORMANCE

| Occupancy (%) | 2023 | | |
|----------------|------|------|------|
| | Jan | Feb | Mar |
| This Year | 38.5 | 44.3 | 59.1 |
| Last Year | 36.5 | 42.2 | 56.5 |
| Percent Change | 5.5 | 4.9 | 4.6 |

| Year To Date | | |
|--------------|------|------|
| 2021 | 2022 | 2023 |
| 38.3 | 45.2 | 47.4 |
| 40.2 | 38.3 | 45.2 |
| -4.6 | 17.9 | 4.9 |

| Running 12 Months | | |
|-------------------|------|------|
| 2021 | 2022 | 2023 |
| 38.9 | 52.8 | 55.7 |
| 51.6 | 38.9 | 52.8 |
| -24.6 | 35.6 | 5.5 |

| ADR | 2023 | | |
|----------------|-------|--------|--------|
| | Jan | Feb | Mar |
| This Year | 97.76 | 102.77 | 110.37 |
| Last Year | 92.87 | 97.34 | 102.38 |
| Percent Change | 5.3 | 5.6 | 7.8 |

| Year To Date | | |
|--------------|-------|--------|
| 2021 | 2022 | 2023 |
| 86.64 | 98.27 | 104.63 |
| 89.80 | 86.64 | 98.27 |
| -3.5 | 13.4 | 6.5 |

| Running 12 Months | | |
|-------------------|-------|--------|
| 2021 | 2022 | 2023 |
| 86.31 | 98.00 | 104.56 |
| 92.48 | 86.31 | 98.00 |
| -6.7 | 13.5 | 6.7 |

| Revenue | 2023 | | |
|----------------|---------|---------|-----------|
| | Jan | Feb | Mar |
| This Year | 881,150 | 962,090 | 1,526,090 |
| Last Year | 792,604 | 868,691 | 1,353,772 |
| Percent Change | 11.2 | 10.8 | 12.7 |

| Year To Date | | |
|--------------|-----------|-----------|
| 2021 | 2022 | 2023 |
| 2,161,990 | 3,015,067 | 3,369,329 |
| 2,162,051 | 2,161,990 | 3,015,067 |
| 0.0 | 39.5 | 11.7 |

| Running 12 Months | | |
|-------------------|------------|------------|
| 2021 | 2022 | 2023 |
| 8,276,177 | 14,242,814 | 16,049,371 |
| 11,656,994 | 8,276,177 | 14,242,814 |
| -29.0 | 72.1 | 12.7 |

TOURISM ACTIVITIES



ANNUAL LODGING MEETING

We hosted a meeting for our local lodging properties. The purpose of the meeting was to provide information on our tourism efforts and get the hotels input on the latest travel trends. We also invited representatives from several organizations to give updates on their planned activities and events for 2023.



DESTINATION ROLLA GRANT

We funded 22 grant applications for 2023 events and tourism efforts. This totals \$15,000 in grants to the local community.



PR SUMMIT

We attended a PR Summit in Jefferson City this quarter. The event was hosted by the Missouri Division of Tourism (MDT). This event gave us the opportunity to network with other tourism entities and hear the latest updates from MDT.



ST PAT'S 5K & BEER RUN

We held our Annual Best Ever St. Pat's 5K & Beer Run. We had approximately 210 participants and raised over \$9000. A portion of the proceeds will go toward the Show Me Scholars program. Despite the cold weather, the event was a huge success, and we thank everyone that sponsored and volunteered at the event.



PHELPS COUNTY MAP

We partnered with Spring Hill Press once again to print the updated Phelps County Map. They have sold 36 ads on the map to local businesses. We should receive the maps in early May.



FLW GIFT BAGS

We put together 50 gift bags for the Fort Leonard Wood Spouses Community Club. We attended their monthly luncheon, gave a brief presentation and handed out the bags. Over 50 local businesses contributed gift cards, coupons, other items for the bags.

MARKETING EFFORTS



Radio

Every Wednesday we are a guest on the Morning Mayor Show on Results Radio, 99.7 FM. This gives us an opportunity to talk about tourism events, attractions, and businesses in the area. We always promote the various ways that listeners can get additional information on things happening in the area. We also sat in on the morning show of KZZN (105.3) to promote the St. Pat's activities happening in Rolla, specifically the St. Pat's 5K & Beer Run.

Social Media

You can find VisitRolla on Facebook and Instagram. We promote local events and tourism businesses on both of these pages. Some of these posts are paid ads with targeted audiences.

Text Alerts

This program started in February 2019 and offers us the opportunity to text tourism event reminders to subscribers. We currently have 165 subscribers.



Billboards

We have two billboards along I-44. One facing East bound traffic and the other facing West bound.

E-Newsletter

The Source is emailed to 1477 subscribers each month. This newsletter contains information on what is happening in our community. Anyone can subscribe to this newsletter on visitRolla.com.

Blog

Every other month, we post a blog article on our website that promotes the area.

Print Ads

We placed the following ads this quarter:

- 1/4 page ad in the January issue of Missouri Life.
- Banner Ad in the February 22 Missouri LifeLines newsletter.
- 1/4 page ad in the March issue of Missouri Life.
- 1/4 page ad in the Spring issue of Show Me Missouri Magazine.

see what you're missing | **visitRolla**
VISITROLLA.COM

Don't miss st. p...

Best Ever St. Pat's 5K & Beer Run

Get your green on and come walk, run, skip or crawl with us! Join us for the Best Ever St. Pat's 5K on Saturday, March 18.

But wait, the fun doesn't stop there! Right after the 5K, the Rolla Chamber and Public House Brewing Company encourage you to stick around for the Annual Best Ever Beer Run. Why just run when you can drink beer and run!

Race Details

St. Pat's 5K & BEER

The Pirates of Penzance

Join Fine Linen Theatre for a comedy from March 31 - April 8 at Lez Castleman Hall. Gilbert and Sullivan's hilarious farce of sentiment, bumbling policeman, dim-witted and an eccentric Major-General... please!

Take life one sip at a time!

A craft beer or locally-made wine enhances good food, good times, and good friends. Create an adventure by visiting the wineries and breweries in Phelps County. See what you're missing at VisitRolla.com!

visitRolla
visitrolla.com

MISSOURI
VisitMo.com

Rolla Area Chamber of Commerce & Visitor Center
573-364-3577

BRINGING THE GREEN INTO SPRING

Get your green on!

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Rolla Area Chamber of Commerce & Visitor Center
573-364-3577

BUILDINGS & GROUNDS



1305 Building

We are currently updating the bathroom in this building with a complete remodel. Construction started in April.

Visitor Center

The porch has several areas of rot and breakage. These boards will be repaired after the 1305 project is completed.

Bug Spray

We have the property/buildings sprayed twice a year for bugs. The spring spray happened in March.

Window Cleaning

We had our semi-annual window cleaning in March at the Visitor Center.

Custom Board Table

The Conference Room table at the Visitor Center broke last fall. We contracted with The Wood Smith Co to make us a custom table. It was delivered to us in March.

CITY OF ROLLA
CITY COUNCIL AGENDA

| | | | |
|--------------------|---|------------------------------|---------|
| DEPARTMENT: | Steffanie D. Rogers Finance Director | ACTION REQUESTED: | Motion |
| DATE: | May 1, 2023 | BUDGET APPROPRIATION: | \$ 0.00 |
| SUBJECT: | Consider Motion to Approve Fiscal Year 2022 Independent Audit | | |

COMMENTARY:

Michael Keenan, Cochran Head Vick & Co, will present an overview of the fiscal year 2022 independent audit. This year's management letter contains three (3) written recommendations (included in the Required Communications and Management Letter) for the City of Rolla. As accounting principles and standards progress, staff will continue to develop internal processes to ensure compliance.

Staff is recommending a motion to accept the independent audit for fiscal year 2022.

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CITY OF ROLLA, MISSOURI

**REQUIRED COMMUNICATIONS
AND MANAGEMENT LETTER**

For the Year Ended September 30, 2022

Draft

City of Rolla, Missouri

**Required Communications and Management Letter
For the Year Ended September 30, 2022**

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To the Honorable Mayor and
City Council
City of Rolla, Missouri

We have audited the financial statements of the City of Rolla, Missouri (the City) for the year ended September 30, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and Government Auditing Standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated August 19, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the basic financial statements. As described in Notes 1, 5, and 8 to the financial statements, the City changed accounting policies related to leases by adopting Statement of Governmental Accounting Standards (GASB) Statement No. 87, *Leases*, in 2022. No other new accounting policies were adopted and the application of existing policies was not changed during 2022. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. Significant accounting estimates used by the City's management include determining the allowance for doubtful accounts, the estimated useful lives used in recording depreciation and accumulated depreciation for capital assets, the estimated obligation relating to pension and other post-employment benefits (OPEB), and self-insurance claims payable amounts. We evaluated the key factors and assumptions used in developing the above estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent and clear.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. The following material misstatements detected as a result of our audit procedures were corrected by management:

- Adjustment of \$5,054,186 to record infrastructure capital assets contributed to the City from Move Rolla Transportation Development District.
- Adjustment of \$339,111 to properly report the outstanding balance of the Series 2020 Sewage System Refunding and Improvement Revenue Bonds at year end as project drawdown reimbursement funding requests are reported when the drawdown request is received.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated April 27, 2023.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the City's management's discussion and analysis, schedule of changes in net pension liability (asset) and related ratios, schedule of employer contributions and the schedule of changes in total OPEB liability and related ratios, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

In planning and performing our audit of the financial statements of the City as of and for the year ended September 30, 2022, in accordance with auditing standards generally accepted in the United States of America, we considered the City's internal control over financial reporting (internal control) as a basis for designing our auditing 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's internal control. Accordingly, we do not express an opinion on the effectiveness of the City'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 a 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 were not identified. However, as discussed below, we identified a certain deficiency in internal control that we consider to be a material weakness.

As part of our audit, we try to identify opportunities for improving the management of financial resources and for improving the internal controls over financial reporting. We are submitting, for your consideration, our observations and recommendations with regard to these matters.

The City's written responses to our comments have not been subject to the audit procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

CURRENT YEAR COMMENTS

Financial Reporting – Material Weakness

Management is responsible for establishing, maintaining and monitoring internal controls over financial reporting, and for the fair presentation of the financial statements and related notes in conformity with U.S. generally accepted accounting principles.

Our audit procedures identified adjustments that were required to properly report certain transactions of the City in accordance with generally accepted accounting principles. These adjustments were not initially identified by the City's internal controls over financial reporting.

We recommend that management review year-end closing procedures to ensure that transactions are properly recorded and approved in accordance with generally accepted accounting principles.

Management's Response

Management will continue reviewing and revising year end closing procedures including developing a year end closing checklist and closing process ensure that all transactions have been accounted for, are recorded in the proper period, and the financial statements and supporting schedules are fairly stated in material respects.

Contractual, Intergovernmental and Development Agreements

The City has entered into an assortment of contractual, intergovernmental and development agreements. The contract provision requirements under some of these agreements are often complex, with events occurring that may require the recording of an accounting transaction which are often triggered by a non-cash transaction or event. These types of accounting transactions are not always readily known or detected by finance personnel in the normal course of performing their assigned functions. We recommend that management review the processes related to the identification and recording of these types of accounting transactions.

Management's Response

Finance staff and management will review current processes for identifying and recording non-cash transactions or events.

Future Accounting Pronouncements

The Governmental Accounting Standards Board (GASB) has issued the following statements which may impact the City's financial reporting requirements.

- GASB Statement No. 91 – Conduit Debt Obligations, effective for the fiscal year beginning October 1, 2022.
- GASB Statement No. 94 - Public-Private and Public-Public Partnerships and Availability Payment Arrangements, effective for the fiscal year beginning October 1, 2022.
- GASB Statement No. 96 Subscription-Based Information Technology Arrangements, effective for the fiscal year beginning October 1, 2023.
- GASB Statement 99 Omnibus 2022, generally effective for fiscal year beginning October 1, 2022.
- GASB Statement No. 100, Accounting Changes and Error Corrections—an amendment of GASB Statement No. 62, effective for the fiscal year beginning October 1, 2023.
- GASB Statement No. 101, Compensated Absences, effective for the fiscal year beginning October 1, 2024.

We recommend management review these standards to determine the impact they may have on the City's financial reporting.

Management's Response

Management will review the new standards as they become effective and will evaluate their impact on the City's financial reporting.

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| Prior Year Comment Description | Significance | Current Year Status |
|---------------------------------------|--|---|
| Financial Reporting | We recommended that management review year-end closing procedures to ensure that transactions are properly recorded and approved in accordance with generally accepted accounting principles. | Comment repeated |
| Cyber Security | Organizations are encountering more cyberattacks than in previous years partly due to the migration of working remote. We recommended that the City continue reviewing current policies and procedures related to cyber security. | We continue to recommend that the City continue reviewing current policies and procedures related to cyber security. |
| American Rescue Plan Act Funds | On January 6, 2022, the U.S. Department of the Treasury (Treasury) adopted a final rule, effective April 1, 2022, implementing the Coronavirus State and Local Fiscal Recovery Funds under the American Rescue Plan Act (ARPA). The final rule has changes to approved uses of funds including, but not limited to: 1) responses to negative economic impacts of the public health emergency; 2) responses to the disproportionate public health and economic impacts of the pandemic in certain communities; 3) capital expenditures to respond to the public health and negative economic impacts of the pandemic; and 4) responses to restore and bolster government employment. We recommended that the City review the final rules and establish appropriate program and compliance management functions to oversees the program and ensure compliance with requirements. | We recommend that the City continue monitoring established program and compliance management functions to oversees the program and ensure compliance with requirements. |
| Future Accounting Pronouncements | We recommended that management review upcoming standards to determine what impact they may have on the City's financial reporting. | The City implemented all applicable standards that became effective during fiscal year 2022. See the current comments section for additional upcoming accounting standards. |

This report is intended solely for the information and use of the Mayor and City Council and management of the City and is not intended to be and should not be used by anyone other than these specified parties.

Hood & Associates CPA PC

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CITY OF ROLLA, MISSOURI

SINGLE AUDIT REPORT

FOR THE YEAR ENDED SEPTEMBER 30, 2022

Draft

City of Rolla, Missouri Single Audit Report

For the Year Ended September 30, 2022

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| A copy of the City of Rolla, Missouri's Financial Report for the year ended September 30, 2022 accompanies this report. The independent auditor's report and the financial statements are hereby incorporated by reference. | |
| Additional information: | |
| Schedule of Expenditures of Federal Awards | 2 |
| Notes to the Schedule of Expenditures of Federal Awards | 3 |
| Schedule of Findings and Questioned Costs | 4-5 |
| Corrective Action Plan | 6 |
| Compliance reports: | |
| Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i> | 7-8 |
| Independent Auditor's Report on Compliance For Each Major Program And On Internal Control Over Compliance Required by the Uniform Guidance | 9-11 |



**Independent Auditor's Report on Schedule
of Expenditures of Federal Awards**

To the Honorable Mayor and
Members of the City Council
City of Rolla, Missouri

We have audited the accompanying financial statements of the governmental activities, business-type activities, discretely presented component unit, and each major fund of the City of Rolla, Missouri (the City) as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the City's basic financial statements. We issued our report thereon dated April 27, 2023, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the 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 schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Hood and Associates CPAs PC

Kansas City, Missouri
April 27, 2023

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ADDITIONAL INFORMATION

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City of Rolla, Missouri
Schedule of Expenditures of Federal Awards
For the Year Ended September 30, 2022

| Program | Assistance Listing Number | Pass-Through Number | Federal Expenditures |
|--|---------------------------------|------------------------|-------------------------|
| U.S. Department of Justice: | | | |
| Bullet Proof Vest Partnership | 16.607 | | \$ 5,218 |
| Federal Seizure and Forfeiture | 16.922 | | <u>331,002</u> |
| <i>Total U.S. Department of Justice</i> | | | <u>336,220</u> |
| U.S. Department of Treasury: | | | |
| Federal Seizure and Forfeiture | 21.016 | | 112,220 |
| Coronavirus State and Local Fiscal Recovery Funds | 21.027 | | <u>2,323,572</u> |
| <i>Total U.S. Department of Treasury</i> | | | <u>2,435,792</u> |
| U.S. Department of Transportation: | | | |
| Passed Through Missouri Highways and Transportation Commission | | | |
| Airport Improvement Program - Beacon Replacement | 20.106 | 21-056A-1 | 6,620 |
| Airport Improvement Program | 20.106 | 19-056A-1 | <u>32,174</u> |
| | | | <u>38,794</u> |
| Passed through Missouri Division of Highway Safety: | | | |
| Alcohol Impaired Driving Counter-Measures Incentive Grants I | 20.601 | 22-PT-02-039 | 5,997 |
| DWI Saturation Enforcement | 20.607 | 22-154-AL-041 | 11,227 |
| Alcohol Open Container Requirements | 20.607 | 22-154-AL-104 | 937 |
| Total Missouri Division of Highway Safety | | | <u>18,161</u> |
| Passed through the University of Central Missouri: | | | |
| Highway Safety Cluster: | | | |
| National Priority Safety Programs | 20.616 | 22-M2HVE-05-032 | <u>2,174</u> |
| <i>Total of U.S. Department of Transportation</i> | | | <u>59,129</u> |
| Environmental Protection Agency | | | |
| Clean Water State Revolving Fund (CWSRF) Cluster | | | |
| Passed through the Missouri Department of Natural Resources | | | |
| Capitalization Grants for Clean Water State Revolving Funds | 66.458 | C295836-01 | <u>6,961,271</u> |
| <i>Total Environmental Protection Agency</i> | | | <u>6,961,271</u> |
| U.S. Department of Homeland Security | | | |
| Passed through Missouri Emergency Management Agency: | | | |
| Emergency Management Performance Grant | 97.042 | FY 20 EMPG | 24,100 |
| Emergency Management Performance Grant | 97.042 | EMK-2021-EP-0005-S38 | 11,775 |
| Emergency Management Performance Grant | 97.042 | EMK-2021-EP-0006-100 | <u>1,808</u> |
| <i>Total of U.S. Department of Homeland Security</i> | | | <u>37,683</u> |
| <i>Total Expenditures of Federal Awards</i> | | | <u>\$ 9,830,095</u> |

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City of Rolla, Missouri
Notes to the Schedule of Expenditures of Federal Awards
For the Year Ended September 30, 2022

Note 1. Organization

The City of Rolla, Missouri (the City), is the recipient of several federal awards. All federal awards received directly from federal agencies as well as those awards that are passed through other government agencies are included on the Schedule of Expenditures of Federal Awards.

Note 2. Basis of Presentation

The accompanying Schedule of Expenditures of Federal Awards (the Schedule) includes the federal award activity of the City under programs of the federal government for the year ended September 30, 2022. The information in this Schedule is presented in accordance with the requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the City, it is not intended to and does not present the financial position, changes in net position, or cash flows of the City.

Note 3. Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following, as applicable, Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years.

Note 4. Local Government Contributions

Local cost sharing, as defined by Title 2 CFR Part 200, Subpart D, Section 200.306 is required by certain federal grants. The amount of cost sharing varies with each program. Only the federal share of expenditures is presented in the Schedule.

Note 5. Indirect Cost Rate

The City has elected not to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.

Note 6. Additional Audits

Grantor agencies reserve the right to conduct additional audits of the City's grant programs for economy and efficiency and program results that may result in disallowed costs to the. However, management does not believe such audits would result in any disallowed costs that would be material to the City's financial position at September 30, 2022.

Note 7. Federal Loans Outstanding

The City also has an outstanding loan through the Clean Water State Revolving Fund from the Missouri Department of Natural Resources, as a pass-through agency for the Environmental Protection Agency (Assistance Listing Number 66.458). As of September 30, 2022, the outstanding loan payable balance for the Series 2020 bonds was \$22,992,350.

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City of Rolla, Missouri
Schedule of Findings and Questioned Costs
For the Year Ended September 30, 2022

Section 1 - Summary of Auditor's Results

Financial Statements:

Type Audit Report Issued on the Basic Financial Statements of Auditee
Unmodified

Internal Control over Financial Reporting
No significant deficiencies reported. Material weaknesses identified.
See finding 2022-001

General Compliance
The audit did not disclose any instances of noncompliance which would be material to the basic financial statements.

Federal Awards:

Internal Control over Major Programs
No significant deficiencies reported, no material weaknesses identified.

Type Audit Report Issued on Compliance for Major Programs
Unmodified

Audit Findings
The audit disclosed no findings that are required to be reported under the Uniform Guidance.

Major Programs

| <u>CFDA Number</u> | <u>Name of Federal Program</u> |
|--------------------|--|
| 21.027 | Corona Virus State & Local Fiscal Recovery Funds |
| 66.458 | Clean Water State Revolving Fund (CWSRF) Cluster |

Dollar Threshold Used to Distinguish Between Type A and Type B Program
\$750,000

Auditee Qualified as a Low-risk Auditee
No

City of Rolla, Missouri
Schedule of Findings and Questioned Costs (continued)
For the Year Ended September 30, 2022

Section 2 – Financial Statement Findings

Financial Statement Findings Required to be Reported in Accordance with Generally Accepted Government Auditing Standards

2022-001 Financial Reporting

Criteria

An effective internal control system over financial reporting should be in place to ensure year-end balances and external financial reporting conforms to generally accepted accounting principles.

Condition

Our audit procedures identified adjustments that were required to properly report certain transactions of the City in accordance with generally accepted accounting principles. These adjustments were not initially identified by the City's internal controls over financial reporting.

Cause

Year-end procedures were not sufficient to identify the adjustments noted above in a timely manner.

Effect

Potential exists for material misstatements to the financial statements.

Recommendation

We recommend that management review year-end closing procedures to ensure that transactions are properly recorded and approved in accordance with generally accepted accounting principles.

Management's Response/Corrective Action

See Corrective Action Plan – page 6

Summary Schedule of Prior Audit Findings

2021-001 Financial Reporting

Finding

Our audit procedures identified adjustments that were required to properly report certain transactions of the City in accordance with generally accepted accounting principles. These adjustments were not initially identified by the City's internal controls over financial reporting.

Status

Comment repeated as 2022-001, our audit procedures identified material adjustments that were required to properly report certain transactions of the City in accordance with generally accepted accounting principles.

Section 3 – Federal Award Findings and Questioned Costs

Federal Award Findings Required to be Reported in Accordance with the Uniform Guidance

None



**Finance Department
P.O. Box 979
Rolla, MO 65402
(573) 426-6980
FAX (573) 368-4160
EMAIL srogers@rollacity.org**

Corrective Action Plan
Year Ended September 30, 2022

2022-001 Financial Reporting

Criteria

An effective internal control system over financial reporting should be in place to ensure year-end balances and external financial reporting conforms to generally accepted accounting principles.

Condition

Our audit procedures identified adjustments that were required to properly report certain transactions of the City in accordance with generally accepted accounting principles. These adjustments were not initially identified by the City's internal controls over financial reporting.

Cause

Year-end procedures were not sufficient to identify the adjustments noted above in a timely manner.

Effect

Potential exists for material misstatements to the financial statements.

Recommendation

We recommend that management review year-end closing procedures to ensure that transactions are properly recorded and approved in accordance with generally accepted accounting principles.

Corrective Action Plan

Management will continue reviewing and revising year end closing procedures including developing a year end closing checklist and closing process ensure that all transactions have been accounted for, are recorded in the proper period, and the financial statements and supporting schedules are fairly stated in material respects.

Personnel responsible For Corrective Action:

Steffanie Rogers, Finance Director, 573-426-6980

Anticipated Completion Date:

September 30, 2023

Prior Year Reference Number: 2021-001

Finding Summary: Financial Reporting – Material Adjustments

Status: See Current Year finding 2022-001

Draft

COMPLIANCE REPORTS



**Independent Auditor’s 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 Honorable Mayor and
Members of the City Council
City of Rolla, 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, business-type activities, discretely presented component units, and each major fund of the City of Rolla, Missouri (the City), as of and for the year ended September 30, 2022, and the related notes to the financial statements, which collectively comprise the City’s basic financial statements and have issued our report thereon dated April 27, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City’s internal control over financial reporting (internal control) to determine the 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’s internal control. Accordingly, we do not express an opinion on the effectiveness of the City’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 a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the City’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 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 were not identified. However, as described in the accompanying schedule of findings and responses, we identified certain deficiencies in internal control that we consider to be material weaknesses. We consider the deficiency described in the accompanying schedule of findings and responses as item 2022-001 to be a material weakness.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City’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 determination of financial statement amounts. 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 no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Draft

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 entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Hood and Associates CPAS PC

Kansas City, Missouri
April 27, 2023



**Independent Auditor's Report on Compliance for the Major Program
and on Internal Control Over Compliance Required by the Uniform Guidance**

To the Honorable Mayor and
Members of the City Council
City of Rolla, Missouri

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited the City of Rolla, Missouri's (the City) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on the City's major federal program for the year ended September 30, 2022. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2022.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the City's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control over Compliance

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

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Draft

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Hood and Associates CPAS PC

Kansas City, MO
April 27, 2023

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**CITY OF ROLLA
CITY COUNCIL AGENDA**

DEPARTMENT HEAD: Darin Pryor

ACTION REQUESTED: Motion

ITEM/SUBJECT: Rolla's Route 66 Summerfest

2023 BUDGET APPROPRIATION (IF APPLICABLE)

DATE: 05/01/23

COMMENTARY:

The following is a listing of the requested street and parking lot closings for Rolla's 2023 Route 66 Summerfest to be held on June 2nd and June 3rd 2023.

| | | |
|--------------------------------|--|------------------------|
| Thursday, June 01, 2023 | Southwest Municipal Lot | 5:30 p.m. to Midnight |
| Friday, June 02, 2023 | Southwest Municipal Lot | 6:00 a.m. to Midnight |
| | 35 spots South Festival Lot | 6:00 a.m. to Midnight |
| | 35 spots North Festival Lot | 6:00 a.m. to Midnight |
| | South Festival Lot | 5:30 p.m. to Midnight |
| | North Festival Lot | 5:30 p.m. to Midnight |
| | 9 th Street from Elm to Oak | 5:30 p.m. to Midnight |
| | Oak Street from 8 th to 10 th | 5:30 p.m. to Midnight |
| | Elm Street from 9 th to 10 th | 5:30 p.m. to Midnight |
| Saturday, June 03, 2023 | Southwest Municipal Lot | 6:00 a.m. to Midnight |
| | South Festival Lot | 6:00 a.m. to Midnight |
| | North Festival Lot | 6:00 a.m. to Midnight |
| | Pine Street from 6 th to 10 th | 6:00 a.m. to 6:00 p.m. |
| | 8 th Street from Rolla to RR tracks | 6:00 a.m. to 6:00 p.m. |
| | 7 th Street from Rolla to RR tracks | 6:00 a.m. to 6:00 p.m. |
| | Oak Street from 7 th to 11 th | 6:00 a.m. to Midnight |
| | 9 th Street from Rolla to RR tracks | 6:00 a.m. to Midnight |
| | Elm Street from 9 th to 10 th | 6:00 a.m. to Midnight |

ITEM NO. VI.A.1



Rolla Downtown
Business
Association

29th Annual

Rolla's "Route 66" Summerfest

June 2nd & 3rd, 2023
Downtown Rolla

Friday, June 2nd

4:00 pm - Cruisers Gather in St. James
St. James Visitor Center

4:00 pm - Festival OPENS
*Food & Craft Vendors / Kids Activities
Downtown Rolla*

4:30 pm - Music in the Food Court
"Trilogy"

6:00 pm - Cruisers Travel from
St. James to Rolla on "Route 66"

6:30 pm - Scholarship Pageant
Miss Route 66 & Miss Summerfest

8:30 pm - Drummer's Competition

9:00 pm - Movie Under the Stars
Featuring - A Surprise New Release

Saturday, June 3rd

8:00 am - Car Show Begins on Pine St
For more Info - Jim Larson 573-465-0865

9:00 am - Festival OPENS
*Food & Craft Vendors / Kids Activities
Downtown Rolla*

9:00 am - Scholarship Pageant
Little Miss Rt 66 & Little Miss Summerfest

10:00 am - Motorcycle Show

11:30 am - Kids Bike & Trike Race
Under the 10th Street Bridge

12:00 pm - Crazy Funny Dog Show

12:00 pm - Music in the Food Court
"To-Be-Determined"

12:30 pm - Cornhole Tournament
Lower Festival Lot

1:30 pm - Motorcycle Poker Run

5:00 pm - Burnout Competition

7:30 pm - Concert Under the Stars
Featuring - To Be Determined



[facebook.com/RollasRoute66Summerfest](https://www.facebook.com/RollasRoute66Summerfest)

V.I.A.2



route66summerfest.com

visit **Rolla**
visitrolla.com

Firestone Lot—
Overflow
Car Show

9th Street—Overflow Carshow

8th Street—Over flow Car Show

Motorcycle Show—

Car Show—



Pine St (7th—

10th)



7th Street

8th Street—Over flow Car

Food
Vendors

Elm St. Over Flow
Craft Vendors



Wine
Garden

Kid's
Games

Info
Station

Craft Vendors

Overflow Craft Vendors

Cornhole
V.I.A.3

Kids Bike & Trike

Burn
Out

Street Closed

Street Closed

Street Closed

Farmers Market??

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**CITY OF ROLLA
CITY COUNCIL AGENDA**

DEPARTMENT HEAD: Darin Pryor

ACTION REQUESTED: Motion

ITEM/SUBJECT: LGBTQ+ Pride Event

2023 BUDGET APPROPRIATION (IF APPLICABLE)

DATE: 05/01/23

COMMENTARY:

Staff received a request from the LGBTQ+ Rolla (a local non-profit) to close the North Festival lot (the lot with the shade structure) for a Pride event on Saturday June 10th. The event is from 5-8 PM. The request is to close the parking lot to allow food trucks to set up and provide tables/seating for dining. The request is to close the parking lot from 1PM (after farmer's market is closed) to 9PM to allow for clean-up.

VI.B.1

ITEM NO. _____



PARKING

NON PROFITS

FOOD TRUCKS

TABLES FOR EATING/CRAFTS

FOOD TRUCKS

N Oak St

E 9th St

NON-PROFITS

LAWN GAMES,
PERSONAL CHAIRS

MUSIC

N Oak St

PARKING

N Oak St

N Oak St

Google

**CITY OF ROLLA
CITY COUNCIL AGENDA**

DEPARTMENT HEAD: Darin Pryor

ACTION REQUESTED: Bid Award/Ordinance Motion/1st Reading

ITEM/SUBJECT: Project #564 – FY 2023 Phase I Asphalt Improvements

BUDGET APPROPRIATION: \$400,000 DATE: 05/01/23

COMMENTARY:

City staff received bids for the FY 2023 Phase I Asphalt Improvements project. The bids were as follows:

| | |
|--|---------------------|
| Pierce Asphalt, LLC PO Box 1264 Rolla, MO 65402 | \$379,307.27 |
|--|---------------------|

| | |
|---|---------------------|
| Capital Paving & Construction, LLC 117 Commerce Drive Jefferson City, MO 65109 | \$364,179.00 |
|---|---------------------|

| | |
|--|------------------|
| Melrose Quarry & Asphalt Supply, LLC PO Box 187 Rolla, MO 65402 | Irregular |
|--|------------------|

Melrose’s bid was declared irregular for not providing a bid bond. This phase overlays 10th Street from State Street to Forum Drive, 18th Street from Old St. James Road to Forum Drive, and 7th Street from Cedar Street to Holloway Street.

Staff is requesting a motion for bid award and the first reading of the ordinance authorizing the Mayor to enter into the contract with Capital Paving & Construction, LLC for \$364,179.00.

ITEM NO. VII.A.1

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A CERTAIN AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI AND CAPITAL PAVING & CONSTRUCTION, LLC.

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

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

Section 2: This ordinance will be full force and effect from and after the date of its passage and approval.

PASSED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI AND APPROVED BY THE MAYOR THIS 15TH DAY OF MAY 2023.

APPROVED:

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY COUNSELOR

EXHIBIT A

CONTRACT AGREEMENT

THIS AGREEMENT, made and entered into this _____ Day of _____ by and between the City of Rolla, Missouri, Party of the First Part and hereinafter called Owner, and _____ **Capital Paving & Construction, LLC** _____ Party of the second Part and hereinafter called the Contractor.

WITNESSETH:

THAT WHEREAS, the Owner has caused to be prepared, in accordance with law, specifications, plans, and other Contract Documents for the work herein described, and has approved and adopted said documents, and has caused to be published and advertised for and in connection with the construction of: **FY 2023 Phase I Asphalt Improvements, PROJECT 564**, in complete accord with the Contract Documents and the said plans and specifications; and

WHEREAS, the said Contractor, in response to such advertisement, has submitted to the Owner, in the manner and at the time specified, a sealed proposal in accordance with the terms of said advertisement; and

WHEREAS, the Owner, in the manner prescribed by law, has publicly opened, examined and canvassed the proposals submitted in response to the published invitation therefore, and as a result of such canvass has determined and declared the aforesaid Contractor to be lowest and best bidder for the said work and has duly awarded to the said Contractor a contract therefore, for the sum or sums named in the Contractor's proposal, a copy thereof being attached to and made a part of this contract.

NOW THEREFORE, in consideration of the compensation to be paid to the Contractor and of the mutual agreement herein contained, the parties to these presents have agreed and hereby agree, the Owner for itself and its successors, and the Contractor for itself, himself, or themselves, or its, his or their successors and assigns, or its, his, or their executors and administrators, as follows:

ARTICLE I. That the Contractor shall (a) furnish all tools, equipment, supplies, superintendent, transportation, and other construction accessories, services and facilities; (b) furnish all materials, supplies, and equipment specified and required to be incorporated in, and form a permanent part of the completed work except the items specified to be furnished by the Owner; (c) provide and perform all necessary labor, and (d) in a good, substantial, and workmanlike manner, and in accordance with the provisions of the General Conditions and the Special Conditions of the Contract, which are attached hereto and made a part hereof, and in conformity with the Contract Plans and Specifications designated and identified therein, execute, construct, and complete all work included in, and covered by the Owner's official award of this Contract to the said Contractor, such award being based on the acceptance by the Owner of the Contractor's proposal, for the construction of **FY 2023 Phase I Asphalt Improvements, PROJECT 564**.

EXHIBIT A

It is further stipulated that not less than the prevailing hourly rate of wages as found by the Department of Labor and Industrial Relations of the State of Missouri, or determined by the Court of Appeal shall be paid to all workers performing work under this Contract.

ARTICLE II. Contractor acknowledges that Section 285.530, R.S.Mo, prohibits any business entity or employer from knowingly employing, hiring for employment, or continuing to employ an unauthorized alien to perform work within the State of Missouri. Contractor therefore covenants that it is not knowingly in violation of Subsection 1 of Section 285.530, R.S.Mo, and that it will not knowingly employ, hire for employment, or continue to employ any unauthorized aliens to perform work on the Project, and that its employees are lawfully eligible to work in the United States.

ARTICLE III. Occupational Safety and Health Administration (OSHA)

Safety Training:

- a. Contractor shall provide a ten (10) hour Occupational Safety and Health Administration (OSHA) construction safety program for all employees who will be on-site at the project. The construction safety program shall include a course in construction safety and health that is approved by OSHA or a similar program approved by the Missouri Department of Labor and Industrial Relations which is at least as stringent as an approved OSHA program as required by Section 292.675, R.S.Mo.
- b. Contractor shall require its on-site employees to complete a construction safety program within sixty (60) days after the date work on the project commences.
- c. Contractor acknowledges and agrees that any of Contractor's employees found on the project site without the documentation of the successful completion of a construction safety program shall be required to produce such documentation within twenty (20) days, or will be subject to removal from the project.
- d. Contractor shall require all of its subcontractors to comply with the requirements of this Section and Section 292.675, R.S.Mo.

Notice of Penalties for Failure to Provide Safety Training

- a. Pursuant to Section 292.675, R.S.Mo, Contractor shall forfeit to City as a penalty two thousand five hundred dollars (\$2,500.00), plus one hundred dollars (\$100.00) for each on-site employee employed by Contractor or its Subcontractor, for each calendar day, or portion thereof, such on-site employee is employed without the construction safety training required in Safety Training section of Article III above.
- b. The penalty described in above subsection A of this section shall not begin to accrue until the time periods described in Sections B and C Safety Training of Article III above have elapsed.
- c. Violations of Article III – Safety Training above and imposition of the penalty described in this Section shall be investigated and determined by the Missouri Department of Labor and Industrial Relations.

ARTICLE IV. That the Contractor shall construct and complete the work designated and described in the foregoing proposal and attached specifications in accordance with the Notice to Bidders, Instruction to Bidders, Proposal, Bond, General Conditions, Special Conditions, Technical Specifications, Drawings, Addenda, and other component parts of the Contract

EXHIBIT A

Documents hereto attached, all of which documents from the Contract and are as fully a part hereto as if repeated verbatim herein.

ARTICLE V. That the Owner shall pay to the Contractor for the performance of the work described as follows: Complete construction of the improvements in accordance with plans and specifications; and the Contractor will accept as full compensation therefore, the sum (subject to adjustment as provided by the Contract) of \$364,179.00 for All work covered by and included in the contract award and designated in the foregoing Article I. Payment therefore shall be made in the manner provided in the General Conditions attached hereto.

ARTICLE VI. That the Contractor shall begin assembly of materials and equipment within ten (10) days after receipt from the Owner of executed copies of the Contract.

Liquidated Damages - Should the contractor fail to complete the work on or before the completion date specified the contractor will be charged liquidated damages in the amount of \$500.00 per calendar day for each full calendar day that the work is not fully completed. Liquidated damages will not be charged for weekends and holidays.

ARTICLE VII. Before the final payment can be made to the Contractor on the project, the Contractor must complete and return the Affidavit Compliance with the Prevailing Wage Law form furnished at the end of the Special Conditions section.

ARTICLE VIII. Before the final payment can be made on the project to the Contractor, the Contractor must complete and return the Contractor's Affidavit Regarding Settlement of Claims form furnished at the end of the Special Conditions section.

ARTICLE IX. This Contract will not be binding and effective until confirmed by the Owner.

EXHIBIT A

IN WITNESS-WHEREOF: The parties have executed this Contract as of the day and year first above written.

CITY OF ROLLA, MISSOURI

CONTRACTOR

BY _____
Mayor, Owner, Party of the First Part

BY _____

Printed Name

Printed Name/Title

STATE OF MISSOURI)
SS)
County of Phelps)

On this _____ day of _____ before me appeared _____ ,
to me personally known, who, being by me duly sworn, did say that he is the Mayor of the City
of Rolla, Missouri, a municipal corporation, and the seal affixed to said instrument is the
corporate seal of said municipal corporation and that said instrument is the corporate seal of said
municipal corporation and that said instrument was signed under authority of the City Council of
of the City of Rolla, Missouri; and the said _____ Acknowledged
said instrument to be the free act and deed of said municipal corporation.

My commission expires: _____

Notary Public

STATE OF MISSOURI)
SS)
County of Phelps)

On this _____ day of _____ before me appeared _____ ,
to me personally known, who, being by me duly sworn, did say that (s)he is the _____
of _____
and that the seal affixed to said instrument is the corporate seal of said corporation by authority
of its board of directors; and the said _____ acknowledged said
instrument to be the free act and deed of said corporation.

My commission expires: _____

Notary Public

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Proclamation

WHEREAS, the City of Rolla, Missouri joins the Missouri Municipal League and over 660 cities and municipalities across the state in proclaiming and recognizing *Local Government Week*, May 7-13, 2023; and

WHEREAS, local government is the backbone of our democracy and the bedrock of our political system; and a testimony to liberty, freedom and the right to elected self-government; and

WHEREAS, citizens of Missouri rely upon local governments to deliver essential community services such as safe and affordable water, sewer and electric, well maintained streets and sidewalks, efficient trash and recycling pick-up services; parks and recreation programs; police and fire protection, and effective planning, zoning and economic development; and

WHEREAS, "local government" also includes the Rolla City Council, the Phelps County Commission, the Rolla School Board, the Phelps County Regional Medical Center, the Emergency Services Board, the Rolla Rural Fire Department and scores of citizen volunteers serving on boards and commissions; and

WHEREAS, through education and awareness, the importance of local government can be celebrated and shared with all citizens, state and federal officials and the news media. Recognition of local governments' services and many accomplishments will give Rolla residents a better understanding of how essential local services are provided.

Now Therefore, I, Louis J. Magdits, IV Mayor of Rolla, Missouri do hereby proclaim **May 7-13, 2023** as

"LOCAL GOVERNMENT WEEK"

in Rolla, Missouri. And I call this observance to the attention of all Rolla residents and the Rolla community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Rolla to be affixed this 1st day of May, In the Year of Our Lord, Two-Thousand and Twenty Three.



A handwritten signature in blue ink, appearing to read "L. Magdits", is written over a horizontal line.

Louis J. Magdits, IV Mayor
City of Rolla

Proclamation

Building Safety Month – May 2023

Whereas, the City of Rolla is committed to recognizing that our growth and sustainability depends on the safety and essential function our homes, buildings and infrastructure play in everyday life and particularly when disasters strike, and;

Whereas, community confidence in the resilience of the buildings is achieved through the devotion of vigilant guardians – building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, - who work year-round to ensure the safe construction of buildings, and;

Whereas, by adopting the 2018 International Codes, the City of Rolla has received ISO ratings of class 4 for 1 & 2 family dwellings, class 4 for all other construction, and a class 2 fire rating, potentially resulting in reduced property insurance rates, and;

Whereas, the City of Rolla annually conducts over 7,000 inspections to ensure our homes, businesses and neighborhoods meet all building, fire and zoning codes, and;

Whereas, these guardians are dedicated and certified members of the International Code Council, a nonprofit that brings together local, state, territorial, tribal and federal officials who are experts in the built environment to create and implement the highest-quality codes to protect the buildings where we live, learn, work and play, and;

Whereas, modern building codes include safeguards to protect the public from hazards such as hurricanes, snowstorms, tornadoes, flood and earthquakes, and;

Whereas, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of local code officials, and;

Whereas, the theme for Building Safety Month 2023 is “Safety for All: Building Codes in Action,” encourages all citizens to raise awareness of safe and sustainable construction; career opportunities in building safety, disaster mitigation, and energy conservation.

NOW, THEREFORE, I, Louis J Magdits IV, Mayor of the City of Rolla, Missouri, do hereby proclaim the month of May 2023 as:

“Building Safety Month”.




Louis J. Magdits IV, Mayor

IX.B.1