



PO Box 348 • Sunrise Beach, MO 65079 • PH (573)374-8782 • www.sunrisebeachmo.gov

BOARD OF TRUSTEES MEETING

Monday, July 8, 2024

Regular Board Meeting – 5:00 P.M.
Sunrise Beach City Hall, 16537 N Highway 5
This meeting is open to the public.

This meeting is planned to be livestreamed at the Sunrise Beach Youtube page:
<https://www.youtube.com/@VillageofSunriseBeachMissouri>

AGENDA

1. Call to Order (Pledge of Allegiance)
2. Roll Call
3. Approval of the agenda
4. Approval of the minutes from the June 10, 2024 regular meeting
5. Presentations
 - a. Municipal Building Planning; Katie Aholt, Navigate Building Solutions
6. Chairman of the Board report
7. Visitor Comments
8. Ordinances and Resolutions
 - a. Bill No. 2024-17 An Ordinance of the Village of Sunrise Beach for Improving and Beautifying the City by Requiring Property Owners to Maintain the Right-of-Way Abutting Their Properties.
9. Old Business
10. City Administrator report
 - a. Municipal Building project next steps
 - b. Budget report
11. Chief of Police report
12. Committee reports
 - a. Finance
 - i. Approve the List of Bills
13. Adjourn

The Board of Trustees will consider and act upon the matters listed above and such others as may be presented at the meeting and determined to be appropriate for discussion at that time. Individuals who require an accommodation to attend a meeting should contact City Hall (573-374-8782) at least twenty-four hours in advance.

Posted: _____

Date and time

By: _____

Erin Hays, City Clerk



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BOARD OF TRUSTEES MEETING

Monday June 10,2024

Call to Order: 5:00p.m.

Roll Call:

Steve Carter	Present
Greg Gordon	Absent
Steve Barthol	Present
Susan Schneider	Present
Michael George	Present

People in attendance: Todd Smith, Village Prosecuting Attorney. George Tucker, Charleen Hays, Melivn Chittom, John and Janet Hinz, and Rich Reece.

Approval of agenda: Motion to approve agenda Steve Carter, second Steve Barthol, all in favor. Approved on June 10,2024

Approval of the minutes from the May 13, 2024, regular meeting. Motion to approve the minutes Steve Carter, second Steve Barthol, all in favor. Approved.

Public Hearing: Susan Schneider opened the Public Hearing to discuss submission of an application for a grant from the USDA, Rural Development for help in purchasing a 2024 PPV SUV patrol vehicle. Chairman Schneider asked for visitor comments. Visitor asks Chief Craig how the grant works. The Chief responded with the process of submitting and requesting for funds. The visitor then asks how much it will cost. Chief Craig explained that most grants are usually funded at 75% making the City's cost approximately \$12,500. No other comments were made

Chairman of the Board Report: Chairman Susan Schneider read her report thanking Charleen Hays for her service and acknowledging her departure as a staff member for the City of Sunrise Beach. Chairman Schneider

Visitor Comments: Charlene Hays had concerns on Ordinance 2024-15 and 2024-16. The Hinz had concerns on Ordinance 2024-15 and 16 as well. Melvin Chittom was in favor of

the two Ordinances. Todd Smith answered a few questions on the Ordinances and satisfied any further questions.

Ordinances and Resolutions

RESOLUTION NO. 2024-13; A RESOLUTION OF THE VILLAGE OF SUNRISE BEACH CONCERNING ACCEPTANCE AND COMPLIANCE WITH THE VARIOUS REQUIREMENTS TO OBTAIN FINANCIAL ASSISTANCE FROM UNITED STATES OF AMERICA, ACTING THROUGH TH UNITED STATES DEPARTMENT OF AGRICULTURE, RURAL DEVELOPMENT

Motion to approve Resolution 2024-13 Steve Barthol, second Steve Carter, all in favor.

Approved on June 10,2024

RESOLUTION NO 2024-14 A RESOLUTION AUTHORIZING AND APPROVING A CONTRACT AGREEMENT WITH HIGGINS ASPHALT PAVING COMPANY INC FOR THE CONSTRUCTION ON THE 2024 ASPHALT OVERLAY IMPROVEMENT PROJECT IN THE VILLAGE OF SUNRISE BEACH

Motion to approve Resolution 2024-14 Steve Barthol. second Steve Carter, all in favor.

Approved on June 10,2024.

RESOLUTION NO 2024-15 A RESOLUTION AUTHORIZING AND APPROVING AN AGREEMENT WITH LEXIPOL LLC PROVISION OF LAW ENFORCEMENT POLICY MANUAL AND DAILY TRAINING BULLETINS, TO BE PROVIDED ON AN ONGOING SUBSCRIPTION-BASED SERVICE

Motion to approve resolution 2024-15 Steve Barthol, second Steve Carter, all in favor.

Approved on June 10,2024.

Old Business

BILL NO. 2024-14 PARADISE AN ORDINANCE APPROVING A PETITION FOR VOLUNTARY ANNEXATION FILED BY TUCKER CAPITAL LLC, TUCKER INVESTMENTS LLC AND DRAKE MARINE, INC. REGARDING CERTAIN PROPERTIES CONTIQUOUS AND COMPACT TO THE VILLAGE OF SUNRISE BEACH MISSOURI; ANNEXING SAID PROPERTY INTO THE VILLAGE; ADOPTING ZONING DISTRICT CLASSIFICATIONS FOR THE PROPERTY; AND AUTHORIZING OTHER ACTIONS IN CONNECTION WITH SUCH ANNEXATION (SECOND READ)

Motion to approve Bill No 2024-14 Steve Carter, second Steve Barthol.

Roll Call vote: Greg Gordon, Absent; Steve Carter Yes; Michael George Yes

Susan Schneider Yes; Steve Barthol Yes

Approved on June 10,2024

AMENDED BILL NO 2024-15 AN ORDINANCE OF THE VILLAGE OF SUNRISE BEACH PROHIBITING NUISANCE, REQUIRING THE ABATEMENT OF NUISANCES, AND SETTING THE PENALTIES FOR VIOLATION (SECOND READING)

Motion to approve the amended bill 2024-15 Steve Carter, second Steve Barthol

Roll Call vote: Michael George Yes; Steve Barthol Yes; Greg Gordon Absent; Steve Carter Yes; Susan Schneider Yes.

Approved on June 10,2024

BILL NO 2024-16 AN ORDINANCE REGARDING THE STORAGE OF JUNKED VEHICLES (SECOND READING)

Motion to approve Bill No. 2024-16 Steve Carter; second Steve Barthol

Roll Call vote: Steve Carter Yes; Steve Barthol Yes; Michael George Yes; Susan Schneider Yes; Greg Gordon Absent

Approved on June 10,2024

City Administrator Report: Steve Roth thanked the Board for their approval of the Asphalt Project.

Lead Line Service Inventory, \$ 10 customer credit. Motion given to approve a \$10.00 credit to customers for submitting their forms for the Lead Line Service Inventory given by Steve Barthol, second Steve Carter, all in favor. Approved.

Chief of Police Report, no extra report given

Committee Reports

Finance

Motion to approve the list of bills Steve Barthol second Steve Carter, all in favor. Approved.

Motion to approve Phase III Sewer Project Pay Application 10: Brulez Trenching LLC

\$191,437.26 and Shoreline Surveying and Engineering, \$11,394.00 motion Steve Barthol second Michael George, all in favor. Approved

Motion to approve Pay Application 1, Water service extension, Summer Point and CoMO Connect, \$88,371.30 Steve Barthol, second Steve Carter, all in favor. Approved.

Motion to approve A/E Agreement- Amendment No. 2, motion Steve Barthol, second Steve Carter, all in favor. Approved.

Motion to adjourn Steve Carter, second Steve Barthol, all in favor. Adjourned 5:45

City Clerk, Erin Hays

Chairman of the Board, Susan Schneider



Village of Sunrise Beach, MO PO Box 348 • Sunrise Beach, Missouri 65079 • PH (573)374-8782 •
www.sunrisebeachmo.gov

July 3, 2024

TO: Chairman Schneider and the Board of Trustees
RE: City Manager report, July 8 meeting

Hello everyone,

Please note the following with respect to the July 8 meeting:

1. **Presentation, City Hall-Police Dept planning project.** We've scheduled some time at the beginning of the meeting for a presentation from Katie Aholt, Navigate Building Solutions, on this project. The final report is included in the Board packet. The report includes an overview of our current building situation and our anticipated future space needs with a combined City Hall-Police Dept building. The report then evaluates both the existing City Hall location and the Oak Star location off Lake West Road, near Highway 5, and provides preliminary cost estimates for each site. The report also includes various alternates, including a cost for converting the existing City Hall site into a Public Works yard with small garage, storage building. I would remind the Board that this report is very preliminary in nature, with the cost estimates representing a kind of "worst-case" scenario. If we do choose to move forward I would expect our actual costs to be well below the figures provided in the report.

The following is a brief overview of the project components.

- **Space plan.** The project envisions an 8,000 square foot building, which we feel could reasonably be scaled back to at least 7,500 sf. This would accommodate both City Hall and Police Dept functions for the foreseeable future (minimum 20 years). The plan includes a Board meeting room of approximately 600 sf, a conference room of approximately 300 sf, and office space for both City Hall-PD and Public Works. The site plan includes parking for approximately 30 vehicles.
- **Site evaluations.** The new building would not fit on the existing City Hall site without acquiring additional land in front of the existing building. We would need a little over a half-acre to make it work, though the site would continue to be pretty tight even with the additional acreage. Any future expansion of course would require additional ground. The Oak Star site meanwhile has sufficient acreage but would require some cut / fill and grading work to make the building pad and parking area. Ms. Aholt can provide details on this in her presentation. If we did opt to move forward with the Oak Star site, the preliminary plan would be to reserve the existing City Hall site for use as a Public Works yard, garage and shop area.
- **Cost / finance considerations.** We've had some preliminary discussions with USDA Rural Development, and feel that the project may qualify for financing through their program(s). The existing City Hall site of course is being financed through a USDA loan. USDA can finance up to a 35-year term and their current interest rate is 4 percent. A \$5 million project at 4% interest over 35 years would cost approximately \$265,000

annually. This is really not feasible with existing revenues. A \$4 million project would cost approximately \$212,000 annually, which is a bit more manageable but is still really pushing the budget. A \$3 million project would require approximately \$159,000 in annual debt service, which I feel is getting more in the range of what we could reasonably afford. When we engaged Navigate I told them that \$2 million would be my preliminary budget figure (\$106K annual debt service), and obviously we are well over that with this project currently. I can discuss finance considerations in more detail at the meeting if desired.

In summary I feel the Navigate report should be very helpful in determining how we best move forward. We can certainly live within our existing buildings and sites (City Hall and PD both) but we are at capacity in each and need to develop a plan going forward. The Tower 1 site off Route TT could possibly become the Public Works yard / building site of the future, but the location is not ideal and likely would need additional acreage to suit our purposes. We could locate City Hall-PD on the existing City Hall site but not without additional acreage, and land costs are an unknown. The Oak Star site is feasible for an office location but topography is not ideal and is limiting for future expansion. In the past the Board considered existing buildings and we could continue to look for such options going forward. Renovations of existing buildings can become quite expensive, but if the site was suitable for parking and yard / storage that of course would help reduce development costs. I personally do favor new construction if we can afford it, but the Navigate report shows those costs to be pretty tricky for us to handle within existing budgets.

2. **Bill 2024-17, Right-of-way maintenance.** This bill was drafted by the City Attorney and sets regulations for maintenance of public rights-of-way within the City. We currently don't have any particular regulations in this area. The bill essentially requires property owners to maintain the right-of-way adjacent to their property, including grass and other vegetation along with culverts and ditches. Planting trees and shrubs within the right-of-way would not be permitted, and the property owner would be responsible for removing any tree or shrub that becomes a nuisance or hazard. We would intend to enforce the provisions of the ordinance only in instances where a condition is clearly creating a hazard, such as a blocked culvert under a driveway that is causing water to flow onto a neighboring property. With respect to weeds and vegetation, we don't have any particular requirement in place currently, so would only enforce in a situation where weeds or vegetation was creating a hazard or sight distance issue along a road. The City Attorney can speak to the fine points of the bill at the meeting if desired.
3. **Municipal Building next steps.** This is an agenda item for the Board to discuss possible next steps with the potential building project. If the Board wants to pursue the Oak Star site, we would ask for a motion to make a written contract offer for the property. This discussion may be more appropriate for closed session; the City Attorney can advise on this. Other more general discussion on our building plans should be conducted in open session.
4. **Budget report.** This is an agenda item to give the Board a brief budget report. We would expect sales tax payments to come in either July 5 or July 8, so I will have a report on the latest receipts at the meeting. Our fund balances are generally in good shape, with General Fund in particular being a bright spot. We've made recent transfers from Capital Improvements into Water and Sewer to pay certain debt obligations, which of course helps support the Water and Sewer fund. For the most part we've been avoiding any transfers unless absolutely needed. The Capital Improvements Sales Tax fund remains our largest fund, with a June ending balance of just over \$1 million, though this will be spent down to some degree with the July payables.

Transportation Tax also remains solid, with approximately \$808K as of June 30. Gen Fund was at \$259K cash as of June 30, though this doesn't include payables. Meanwhile we are preparing for the FY 24 audit, with auditor Mary Miles scheduled to be at City Hall July 15-16. We will have a more detailed budget / financial report at the meeting.

5. **Information items / updates.**

- a. **New billing system.** We implemented the new water / sewer billing system with the current round of billing. We had some snafus in getting the system set up correctly so bills weren't issued until July 1. Given the late billing date we moved the due date back to July 22. We were able to send bills / notifications by email or text to about half of our customers, and will continue adding that capability to the system. The system also has a paperless option, so customers who select that won't get a paper copy of the bill. The new system also allows for us to take credit card payments over the phone, which is a capability we didn't have previously.
- b. **Asphalt overlay project.** This project should get started later in July; we will have a pre-construction conference with the contractor once the project is ready to start. That meeting hasn't been set yet but I would expect the week of July 8 or July 15. We will send notices to the Board once we issue Notice to Proceed and have a contractor schedule.
- c. **Public Works list.** We have been putting the new backhoe to good use pretty much on a daily basis, primarily for street sweeping, ditch maintenance and other tasks. We plan to get into asphalt repair in July and August, with several street sections on the list. For the larger jobs we will need a paving roller and will likely need contracted hauling services. If you want details on our plans please call or visit the office.
- d. **Lead Service Line Inventory.** We intend to send the questionnaires out the week of July 8. Copy attached. Customers who return the questionnaire by August 16 will receive a \$10 credit on their water bill.

If you have any questions or want to discuss any of these items further, please don't hesitate to reach out to me.

Thank you,



Steve Roth
City Manager



Sunrise Beach Police Dept
32 Sunset Hills CT

July 2, 2024

In the month of June officers responded to eighty-five calls for service, had three hundred and forty-eight self-initiated activities, issued twenty-eight citations and forty-nine warnings.

We made a conditional employment offer to Pete Fox, Officer Fox has accepted the offer and is scheduled to start on the 9th of this month. Officer Fox has approximately fourteen years of experience between the Moniteau County Sheriffs Office, Tipton PD, Versailles PD, Morgan County Sheriffs Office, Laurie PD and Sunrise Beach PD. Officer Fox resigned from the Sunrise Beach Police Department in 2020 after five years of service at the rank of Sergeant. I am looking forward to bringing Officer Fox back on staff and believe he will be an asset to the department and city. Officer Fox is well known in our community for being fair and being an example of community policing. Officer Chris Horn started on the 17th of June and is in week three of his field training.

The human trafficking task force that lake area agencies have been working towards creating has been established. I am currently serving on the task force as Co-Chairman and assigned Lt. Schultz as our department contact for intel and operations. I am VERY excited that Sunrise Beach has an important role in this organization!

Our celebrity waiter night at The Branding Iron was a success, raising \$836 at the event for our Westside Shop with a Hero program. Our next fundraiser will be a golf tournament at the Indian Rock Golf Club on August 11th.

I have been in communication with a production company that is currently filming a show about lake area law enforcement to be aired nationally. The production company is planning on highlighting Sunrise Beach Police Department at Aquapalooza on the 20th as well as the Shootout in August.

A handwritten signature in black ink, appearing to be "SCOTT CRAIG".

Scott Craig, Chief of Police



Village of
Sunrise Beach, MO
Conceptual Study

July 8, 2024

OBJECTIVE

Review conceptual options for construction of a new combined City Hall and Police Department facility for the Village of Sunrise Beach.



City Takes Preliminary Steps Toward Possible New City Hall

The Village has engaged a construction management firm to begin the process that may eventually lead to construction of a new City Hall-Police Department facility. The Village in May engaged Navigate Building Solutions to conduct a preliminary planning process to evaluate a potential Municipal Building, to be shared between the City Hall and Police Department. The Village is currently considering the current City Hall location, as well as another location adjacent to Oak Star Bank (on the hill overlooking the bank, accessed off Lake West Rd). The preliminary plan proposes an approximate 8,000-square foot building, which would house City Hall, Police and Public Works offices. The Village would need additional land at its current City Hall site for such a project, while the Oak Star site has sufficient acreage. The City Hall and Police Department currently operate out of separate buildings, with Public Works also occupying the City Hall site as well as the Water Tower 2 site off Highway TT, adjacent to Doctor's Landscaping. The City Hall property currently consists of the existing building and gravel parking area, and does not include property in front of the building, which is privately owned. Navigate intends to present its report at the July 8 Board of Trustees meeting, which will include a basic space plan as well as a cost estimate for the building construction. If the project proceeds the Village will likely seek financing through the United States Department of Agriculture (USDA), which financed the acquisition of the current City Hall building.

Agenda

1. NAVIGATE's Scope of Work
2. Current Facilities
 1. Existing Facility and Site – City Hall
 2. Existing Facility – Police Department
3. Program Development
4. Site Options
 1. Current City Hall Site
 2. Oak Star Bank Site
5. Cost Estimate
6. Conceptual Schedule
7. Questions and Answers

NAVIGATE's Scope Of Work

1. Tour the existing City Hall and Police Department facilities.
2. Meet with staff to assess current building needs and budget available.
3. Review (2) potential site locations.
4. Prepare a block diagram on these (2) sites to show how a potential new facility could be positioned.
5. Prepare a Cost Opinion and Total Program Budget that evaluates all the required costs to construct a new city building on these 2 sites.

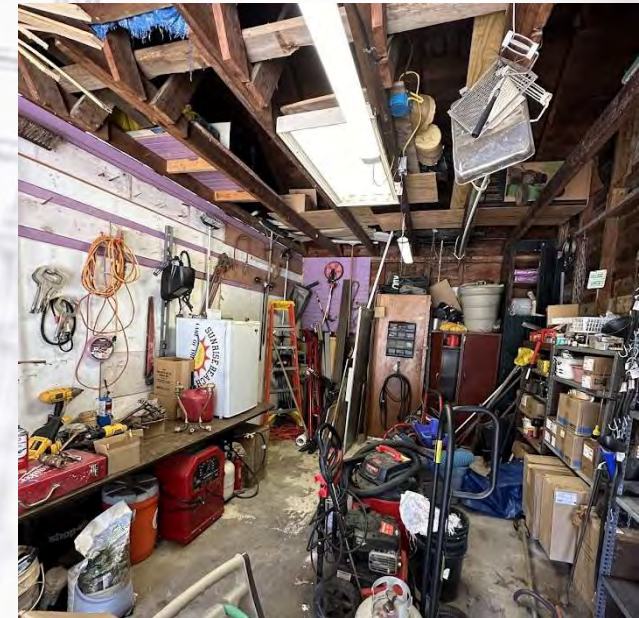
Current Facility Site Plan – City Hall



- The current facility is a residential structure, converted to City Hall – approximately 800 sf main level + basement.
- Public Works utilizes the freestanding garage for equipment and storage.
- Address:
16537 MO-5
Sunrise Beach, MO



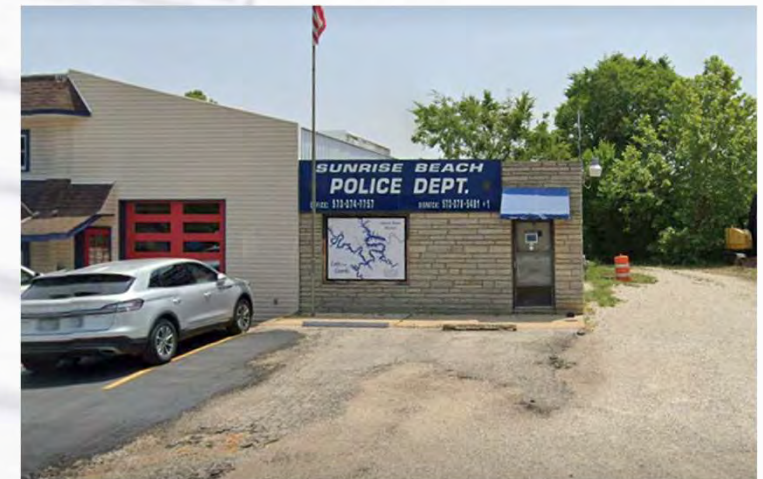
Existing Facility Photos



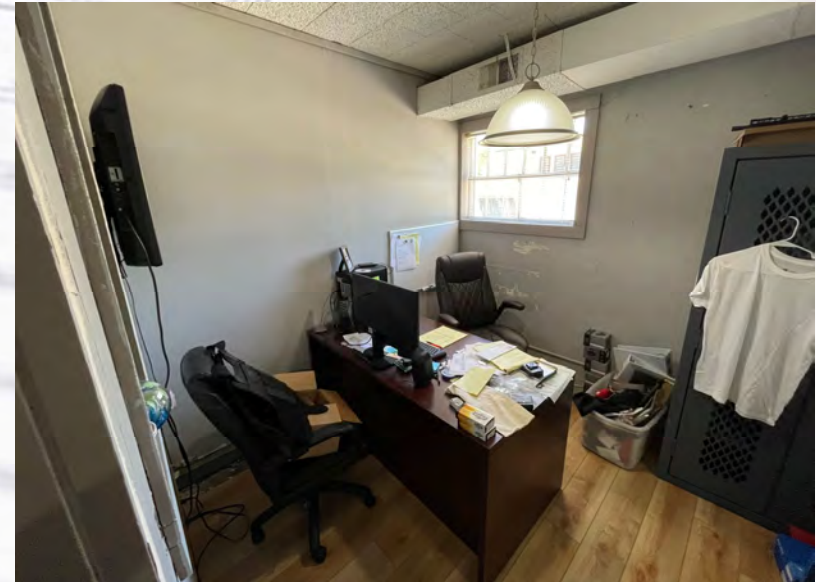
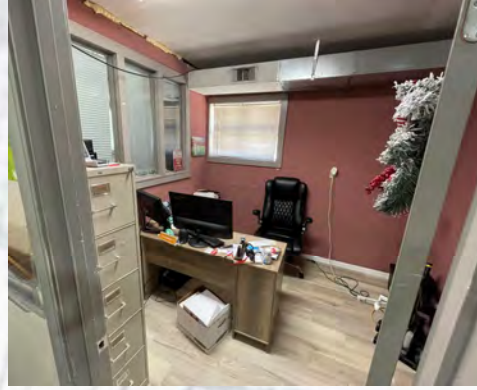
Current Facility Site Plan – Police Department



- The Police Department operates out of 1,200 SF, with no vehicle storage and limited parking.
- Address:
32 Sunset Hills Court
Sunrise Beach, MO



Existing Facility Photos



Needs Assessment Process

1. Tour the existing City Hall and Police Department facilities.
 - Discuss with Staff what works and what doesn't about existing space.

2. Meet with City Hall and Police Department staff to assess building needs.
 - Current Needs
 - Anticipated Growth

3. Prepare a Space Program and allocate SF to each space type + gross up

4. Determine Facility Overall Size

NAVIGATE		Village of Sunrise Beach – Needs Assessment Kick Off - Meeting Agenda		
Date: May 29, 2024		Sunrise Beach, MD		
Name	Organization	Telephone #	Email	Attended
Steve Roth	City Manager	573-374-8782	steve.roth@sunrisebeachmo.gov	
Katie Aholt	NAVIGATE	636-359-8538	katie@navigatebuildingsolutions.com	

	Action	Dates
1. Agenda		
A. NAVIGATE Scope		
a. Tour the existing City Hall/Public Works & Police Facility		
b. Meet with Staff to assess current building needs and budget available		
c. Review (2) potential sites that the City provides to NAVIGATE		
d. Prepare block diagram on sites to show fit of potential facilities		
e. Prepare cost opinion and total program budget that evaluates all the required costs to construct a new city building at the 2 sites		
B. Program Requirements Review		
a. Existing City Hall and Public Works Department		
i. Occupy about 760 sf of space and indoor equipment / vehicle storage is limited to about 800 sf		
ii. No yard, running of space for vehicle parking		
b. Police Department		
i. Operates out of 1,200 sf, no garage of vehicle storage		
C. Sites		
a. Next to Oak Star Bank, 15774 Highway 5		
b. Own 1.7 Acres, the site of a water well		
D. Next 30 Days		
a. Develop a clear plan on how to proceed		
b. Evaluate opportunities for grant funding, low interest loans through USDA		
E. Schedule		
a. Deliverables above to be completed for July 8th, 2024 Board Meeting		
b. Confirm preliminary budget - \$1.5 million (limited by debt obligations)		
2. Next Steps & Open Discussion		
A. Open Discussion		
B. Next Meetings		
o Date and Agenda – To be Discussed		

The next meeting is anticipated to be scheduled for **TBD**.

All parties receiving these minutes should review the contents carefully and notify the writer immediately of any changes or additions. If no response is received within 48 hours, it shall be believed that all are in agreement with the minutes and attachments.

1

Key Take Aways – City Hall

1. Board Chambers too small for Public Meetings (Board, Staff + Public), large meetings have been held offsite.
2. Scenario of growth – office space not adequate to support future needs (finance, admin, code enforcement, public works).
3. No current conference room space outside of Board Chambers.
4. Restrooms, breakroom, shared spaces (copy, mail) all inadequate, poor flow/locations.

Key Take Aways – Police Department

1. Evidence processing and storage space is inadequate (no pass-through lockers, separation by evidence type). Need for storage:
 - Property / Large Evidence Storage
 - Uniforms / Ammo / Arms Storage
 - Records
2. Scenario of growth – office space not adequate to support future needs (road supervisor, police clerk).
3. Squad Room undersized – need is for 4-6 workstations.
4. Need for Soft and Hard Interview rooms.
5. No vehicle storage/secure parking for PD vehicles (sallyport).
6. Restrooms, breakroom, shared spaces (copy, mail) all inadequate, poor flow/locations – need for shower room/restrooms and locker space.

City Hall – Program Development

- Current City Hall = 780 SF
- City Hall Needs = 2,244 SF
- Total Growth +1,464 SF

Room / Area / Space	Square Feet		Comments
	Existing	Proposed	
CITY HALL			
City Administrator Office	100	180	
City Clerk Office	100	150	
Finance / HR Office	0	120	Growth Office
Admin / Support Office	0	100	Growth Office
Public Counter / Receptionist	60	100	Transactional counter - not enclosed.
Copy / Print Area / Supplies	50	100	Central location.
Storage Room	0	120	
Breakroom / Lunch Room / Kitchenette	0	200	Refrigerator, microwave, sink, storage, small table.
Long Term File Storage	120	200	
Board Chamber	250	600	Sized to accommodate (10) at Dais + (15) Public.
City Hall Sub-Total (Net SF)	680	1870	
Circulation, Wall, and Mechanical Shaft Space	100	374	20%
TOTAL (Gross SF)	780	2244	



Public Works – Program Development

- Current Public Works = 400 SF
- Public Works Needs = 720 SF
- Total Growth +320 SF

Room / Area / Space	Square Feet		Comments
	Existing	Proposed	
PUBLIC WORKS			
Public Works Office	200	180	
Admin / Support Office	0	100	
Plan Review Area	0	120	
Storage Room	100	200	
Public Works Sub-Total (Net SF)	300	600	
Circulation, Wall, and Mechanical Shaft Space	100	120	20%
TOTAL (Gross SF)	400	720	

Police Department – Program Development

- Current Police Department = 1,175 SF
- Police Department Needs = 3,432 SF
- Total Growth +2,257 SF

Room / Area / Space	Square Feet		Comments
	Existing	Proposed	
POLICE DEPARTMENT			
Chief of Police Office	130	200	Office to be sized to include desk + small meeting table (3-4 occupants)
Police Lt. Office	130	150	
Road Supervisor	0	150	Future position
Administrative Assistant / Clerk	0	0	Future position - housed at City Hall
Booking / Holding	0	0	Transferred to Camden County - no space required in facility.
Squad Room	200	500	Need for 4-6 "L" shaped workstations
Evidence Processing	80	120	Pass through wall lockers.
Property Storage / Evidence	64	200	Estimated space need 3x current sized space - need refrigerator, file storage, shelving.
Large Evidence Storage	0	150	
Bulk Storage	0	0	Can be located off site - car seats, tool kits, generators.
Uniforms / Ammo / Arms Storage	100	150	
Records Storage	50	100	
Private Restroom with Shower	75	150	
Locker Room	0	100	~8 lockers
Soft Interview Room	0	120	Victim interview room - soft seating (love seat and chairs).
Hard Interview Room	0	100	BAC machine to be located in hard interview room.
Interview Monitoring Room	0	50	
Conf / Roll Call / Training Room	0	0	Shared with City Hall Conference Room
Sallyport	0	540	
Copier / Supply	50	80	
Secure Lobby	100	0	Combine with City Hall. PD to have separate side entry door / non public.
Shared Kitchenette/Breakroom	0	0	Shared with City Hall
Police Department Sub-Total (Net SF)	979	2860	
Circulation, Wall, and Mechancial Shaft Space	196	572	20%
TOTAL (Gross SF)	1175	3432	

Shared & Public Space – Program Development

- Current Shared/Public = 120 SF
- Police Department Needs = 1,344 SF
- Total Growth +1,224 SF

Room / Area / Space	Square Feet		Comments
	Existing	Proposed	
PUBLIC / SHARED SPACES			
Entry Vestibule / Lobby	0	200	
Public Restrooms	100	400	Multiple, single occupancy toilet rooms.
Conference Room	0	300	Sized for ~10 occupants.
Janitor's Closet	0	100	
Electrical Room / IT Room	0	120	
Public / Shared Spaces Sub-Total (Net SF)	100	1120	
Circulation, Wall, and Mechanical Shaft Space	20	224	
TOTAL (Gross SF)	120	1344	

- Targeted New Facility Size = 8,000 SF

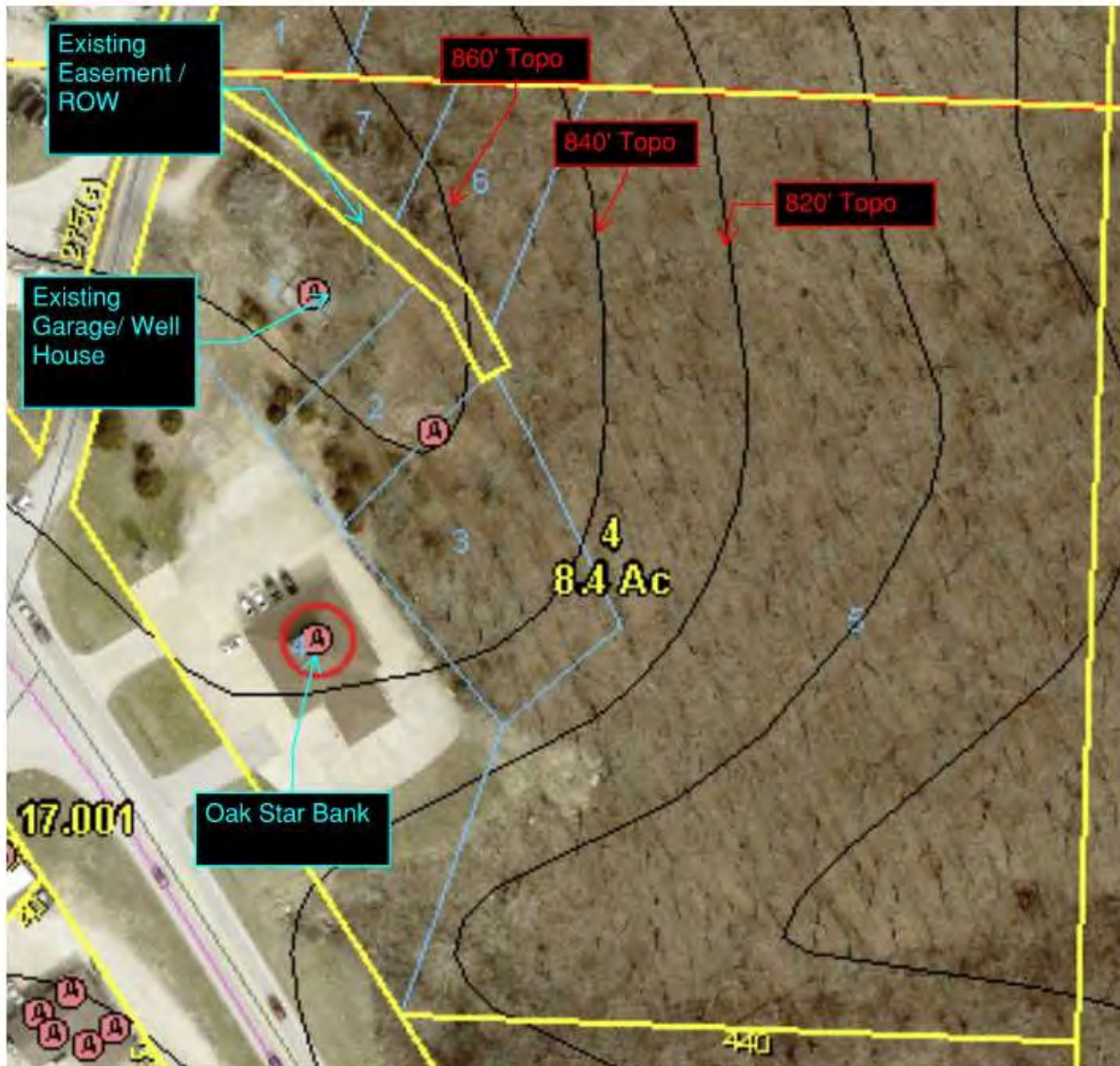
Village of Sunrise Beach, MO			
Space Needs Program			
July 1, 2024 UPDATE			
Room / Area / Space	Square Feet		Comments
	Existing	Required	
PUBLIC / SHARED SPACES			
TOTAL (Gross SF)	120	1344	
POLICE DEPARTMENT			
TOTAL (Gross SF)	1175	3432	
CITY HALL			
TOTAL (Gross SF)	780	2244	
PUBLIC WORKS			
TOTAL (Gross SF)	400	720	
BUILDING TOTAL (GROSS SF)	2475	7740	TARGET NEW FACILITY SIZE 8,000 SF



- Current City Hall Site
 - 16537 MO-5,
Sunrise Beach, MO
- City owns Lots 10 & 11
 - ~0.6 Acres
- MODOT ROW along MO-5
- Existing Overhead Power Lines

Existing Site Photos



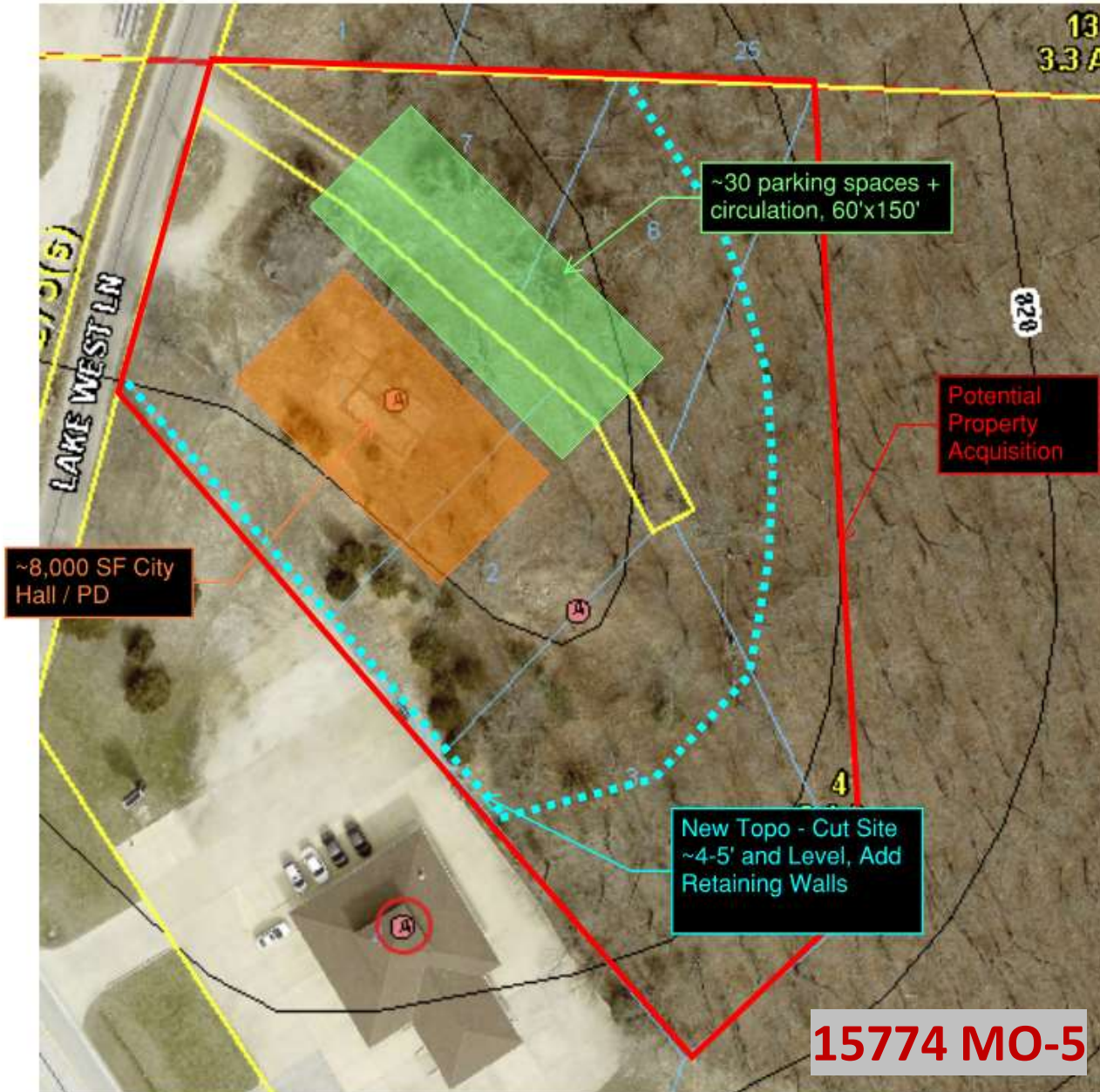


- Oak Star Bank Property
 - 15774 MO-5, Sunrise Beach, MO
- Steep Topography
- Existing Garage and Well House
- Existing Easement/ROW to previous structures (demo between 2010 and 2016)

Existing Site Photos



Proposed Site Plan



PROGRAM

- 8,000 SF City Hall / PD Facility
- ~30 Space Parking Lot

PROS

- Utilities accessible near site
- MO-5 highway visibility
- Owner willing to sell property

CONS

- Requires property acquisition
- **Steep topography, premium for site development cost**
- Previously removed structures – foundations/ACM remaining on site (to be confirmed)
- Existing structures (garage and well house) to be removed
- ROW/Easement existing from previous lot subdivision
- Does not as easily accommodate Public Works yard

1. Total Program Costs estimated for 8,000 SF facility – independent of site.
 - Detailed Construction Cost Estimate
 - Construction Mark Ups (General Conditions, Insurance, OH&P, P&P Bond) – 15%
 - Design Contingency – 10%
 - Soft Costs (Design, Survey/Geotechnical, FFE) – 20%
2. Potential Alternates to Reduce Building Costs - Options

	Subtotal Construction with Mark Ups	Design Contingency	Soft Costs	Total
		10.0%	20.0%	
Base Estimate - 8,000 SF Building	\$2,868,621	\$286,862	\$631,097	\$3,786,580
Alternates				
Reduce Bldg to 7,500 SF	(\$187,979)	(\$18,798)	(\$41,355)	(\$248,132)
Reduce to Light Commercial Construction	(\$46,272)	(\$4,627)	(\$10,180)	(\$61,079)
Reduce to Wood Frame/Asphalt Shingles	(\$185,087)	(\$18,509)	(\$40,719)	(\$244,315)
Add Emergency Generator	\$55,526	\$5,553	\$12,216	\$73,294
Add Fire Protection System	\$64,780	\$6,478	\$14,252	\$85,510

Facility Only
Cost

1. Total Program Costs estimated for City Hall Site or Oak Star Bank Site.
 - Detailed Construction Cost Estimate
 - Construction Mark Ups (General Conditions, Insurance, OH&P, P&P Bond) – 15%
 - Design Contingency – 10%
 - Soft Costs (Design, Survey/Geotechnical, FFE) – 20%

	Subtotal Construction with Mark Ups	Design Contingency	Soft Costs	Total
		10.0%	20.0%	
City Hall Site - Sitework and Parking	\$473,129	\$47,313	\$104,088	\$624,530
or				
Oak Star Bank - Sitework and Parking	\$847,930	\$84,793	\$186,545	\$1,119,267

~\$500,000 Site Premium for Oak Star Bank Location

**Does not include Land Acquisition or any associated costs (survey, environmental assessments)

Total Project - Cost Estimate

	Subtotal Construction with Mark Ups	Design Contingency	Soft Costs	Total
		10.0%	20.0%	
Construction Total - City Hall Site	\$3,341,749	\$334,175	\$735,185	\$4,411,109
Construction Total - Oak Star Bank Site	\$3,716,550	\$371,655	\$817,641	\$4,905,847
Alternates				
Reduce Bldg to 7,500 SF	(\$187,979)	(\$18,798)	(\$41,355)	(\$248,132)
Reduce to Light Commercial Construction	(\$46,272)	(\$4,627)	(\$10,180)	(\$61,079)
Reduce to Wood Frame/Asphalt Shingles	(\$185,087)	(\$18,509)	(\$40,719)	(\$244,315)
Add Emergency Generator	\$55,526	\$5,553	\$12,216	\$73,294
Add Fire Protection System	\$64,780	\$6,478	\$14,252	\$85,510
Phase 3 - Public Works Yard and Bldg	\$410,777	\$41,078	\$90,371	\$542,226

~\$4.4 – \$4.9 million Project Cost depending on Site Selection

Potential Reductions

**Does not include Land Acquisition or any associated costs (survey, environmental assessments)



Conceptual Study Complete
2024

July



Property Acquisition & Secure Financing
2024

Late



Design - 2025

A/E Onboarding & Contract

2 Months

Design Phase

8 Months

Bidding & Contracts

2 Months



Construction - 2026

Permitting

1 Month

Construction

10-12 Months

Questions and Answers



Exhibits

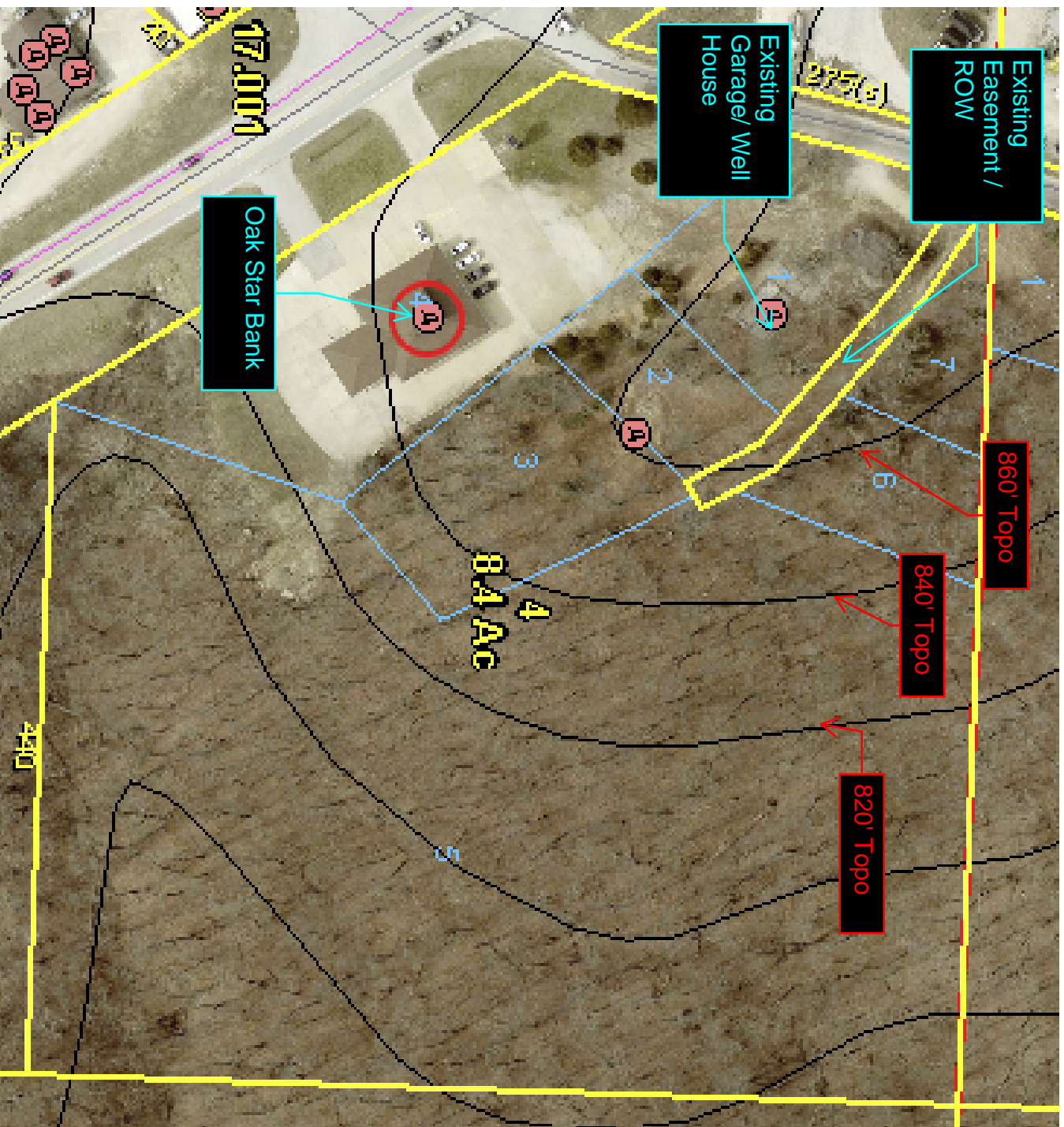
1. Facility Program
2. Site Concept Plans (Enlarged)
3. NAVIGATE's Detailed Cost Estimate

Village of Sunrise Beach, MO

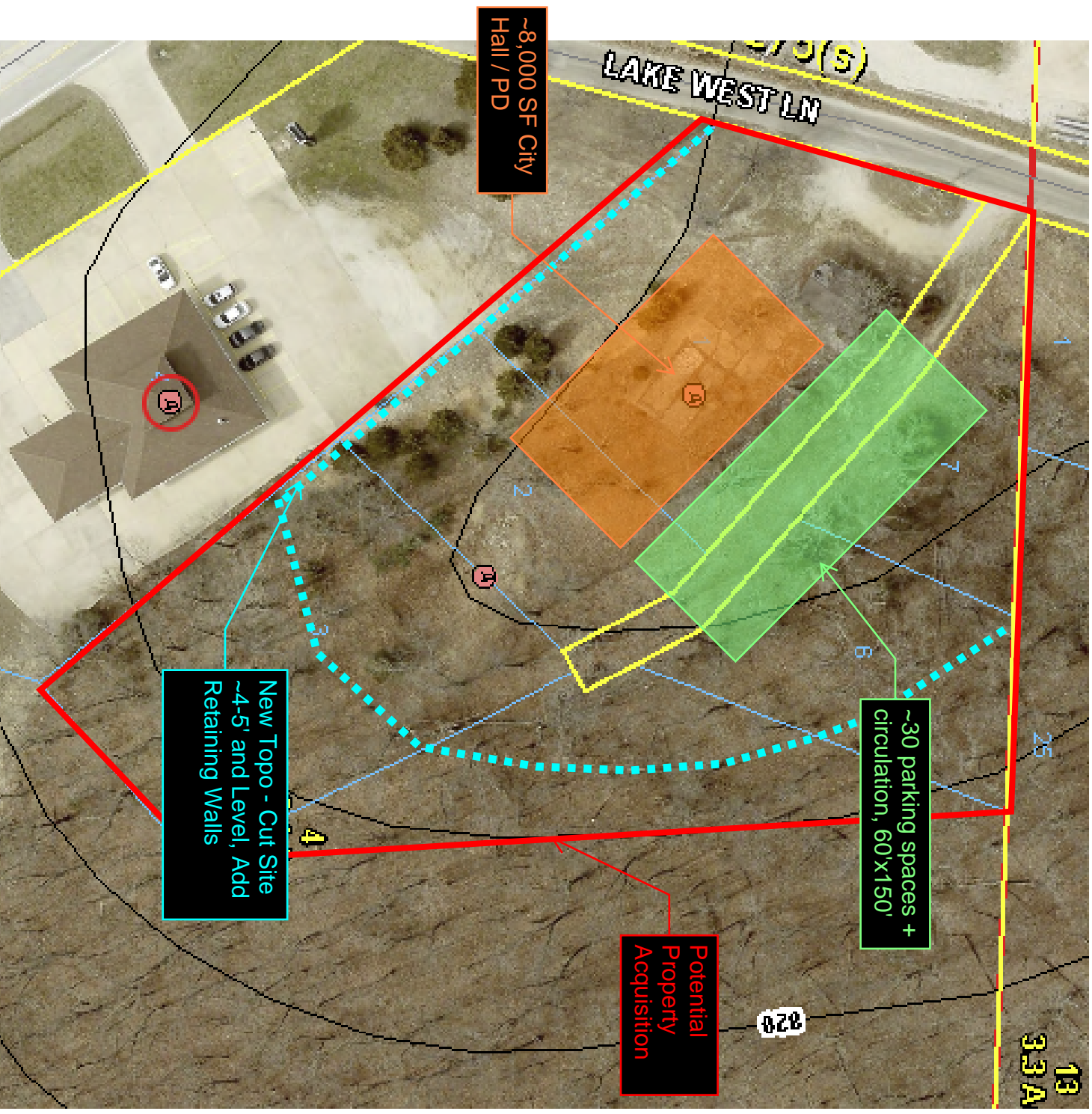
Space Needs Program
July 1, 2024 UPDATE

Room / Area / Space	Square Feet		Comments
	Existing	Proposed	
PUBLIC / SHARED SPACES			
Entry Vestibule / Lobby	0	200	
Public Restrooms	100	400	Multiple, single occupancy toilet rooms.
Conference Room	0	300	Sized for ~10 occupants.
Janitor's Closet	0	100	
Electrical Room / IT Room	0	120	
Public / Shared Spaces Sub-Total (Net SF)	100	1120	
Circulation, Wall, and Mechanical Shaft Space	20	224	
TOTAL (Gross SF)	120	1344	
POLICE DEPARTMENT			
Chief of Police Office	130	200	Office to be sized to include desk + small meeting table (3-4 occupants)
Police Lt. Office	130	150	
Road Supervisor	0	150	Future position
Administrative Assistant / Clerk	0	0	Future position - housed at City Hall
Booking / Holding	0	0	Transferred to Camden County - no space required in facility.
Squad Room	200	500	Need for 4-6 "L" shaped workstations
Evidence Processing	80	120	Pass through wall lockers.
Property Storage / Evidence	64	200	Estimated space need 3x current sized space - need refrigerator, file storage, shelving.
Large Evidence Storage	0	150	
Bulk Storage	0	0	Can be located off site - car seats, tool kits, generators.
Uniforms / Ammo / Arms Storage	100	150	
Records Storage	50	100	
Private Restroom with Shower	75	150	
Locker Room	0	100	~8 lockers
Soft Interview Room	0	120	Victim interview room - soft seating (love seat and chairs).
Hard Interview Room	0	100	BAC machine to be located in hard interview room.
Interview Monitoring Room	0	50	
Conf / Roll Call / Training Room	0	0	Shared with City Hall Conference Room
Sallyport	0	540	
Copier / Supply	50	80	
Secure Lobby	100	0	Combine with City Hall. PD to have separate side entry door / non public.

Shared Kitchenette/Breakroom	0	0	Shared with City Hall
Police Department Sub-Total (Net SF)	979	2860	
Circulation, Wall, and Mechanical Shaft Space	196	572	20%
TOTAL (Gross SF)	1175	3432	
CITY HALL			
City Administrator Office	100	180	
City Clerk Office	100	150	
Finance / HR Office	0	120	Growth Office
Admin / Support Office	0	100	Growth Office
Public Counter / Receptionist	60	100	Transactional counter - not enclosed.
Copy / Print Area / Supplies	50	100	Central location.
Storage Room	0	120	
Breakroom / Lunch Room / Kitchenette	0	200	Refrigerator, microwave, sink, storage, small table.
Long Term File Storage	120	200	
Board Chamber	250	600	Sized to accommodate (10) at Dais + (15) Public.
City Hall Sub-Total (Net SF)	680	1870	
Circulation, Wall, and Mechanical Shaft Space	100	374	20%
TOTAL (Gross SF)	780	2244	
PUBLIC WORKS			
Public Works Office	200	180	
Admin / Support Office	0	100	
Plan Review Area	0	120	
Storage Room	100	200	
Public Works Sub-Total (Net SF)	300	600	
Circulation, Wall, and Mechanical Shaft Space	100	120	20%
TOTAL (Gross SF)	400	720	
Building Subtotal (Net SF)	2059	6450	
Circulation, Wall, and Mechanical Shaft Space (Total)	416	1290	Reduce to 1000 with shared circulation / plan efficiency
BUILDING TOTAL (GROSS SF)	2475	7740	TARGET NEW FACILITY SIZE 8,000 SF



Oak Star Bank Site
15774 MO-5, Sunrise Beach, MO 65079
Camden County GIS





CONSTRUCTION COST ESTIMATE SUMMARY

Client: City of Sunrise Beach
Project Name: City Hall & Police Department
Architect: NA

Estimate Phase: Concept Estimate
Estimate Date: 7/1/2024 REV

	Construction Estimate	General Conditions	Insurance	Overhead and Profit	Performance and Payment Bond	Subtotal Construction with Mark Ups	Design Contingency	Soft Costs	Total
		8.0%	1.0%	5.0%	1.0%		10.0%	20.0%	
Base Estimate - 8,000 SF Building	\$2,479,804	\$198,384	\$26,782	\$135,249	\$28,402	\$2,868,621	\$286,862	\$631,097	\$3,786,580
City Hall Site - Sitework and Parking	\$409,000	\$32,720	\$4,417	\$22,307	\$4,684	\$473,129	\$47,313	\$104,088	\$624,530
or									
Oak Star Bank - Sitework and Parking	\$733,000	\$58,640	\$7,916	\$39,978	\$8,395	\$847,930	\$84,793	\$186,545	\$1,119,267
Construction Total - City Hall Site	\$2,888,804	\$231,104	\$31,199	\$157,555	\$33,087	\$3,341,749	\$334,175	\$735,185	\$4,411,109
Construction Total - Oak Star Bank Site	\$3,212,804	\$257,024	\$34,698	\$175,226	\$36,798	\$3,716,550	\$371,655	\$817,641	\$4,905,847
Alternates									
Reduce Bldg to 7,500 SF	(\$162,500)	(\$13,000)	(\$1,755)	(\$8,863)	(\$1,861)	(\$187,979)	(\$18,798)	(\$41,355)	(\$248,132)
Reduce to Light Commercial Construction	(\$40,000)	(\$3,200)	(\$432)	(\$2,182)	(\$458)	(\$46,272)	(\$4,627)	(\$10,180)	(\$61,079)
Reduce to Wood Frame/Asphalt Shingles	(\$160,000)	(\$12,800)	(\$1,728)	(\$8,726)	(\$1,833)	(\$185,087)	(\$18,509)	(\$40,719)	(\$244,315)
Add Emergency Generator	\$48,000	\$3,840	\$518	\$2,618	\$550	\$55,526	\$5,553	\$12,216	\$73,294
Add Fire Protection System	\$56,000	\$4,480	\$605	\$3,054	\$641	\$64,780	\$6,478	\$14,252	\$85,510
Phase 3 - Public Works Yard and Bldg	\$355,100	\$28,408	\$3,835	\$19,367	\$4,067	\$410,777	\$41,078	\$90,371	\$542,226

CONSTRUCTION COST ESTIMATE SUMMARY

Client: City of Sunrise Beach
Project Name: City Hall & Police Department
Architect: NA

Estimate Phase: Concept Estimate - City Hall Site
Estimate Date: 7/1/2024 REV

Description	Quantity	Unit	Price	Extension	Totals
Base Estimate - 8,000 SF Building					
Substructure					
Footings and Foundations	8,000	sf	\$16.50	\$132,000	
Rock Excavation Allowance	1	ls	\$50,000.00	\$50,000	
Slab On Grade (4" Thick w/4" Rock Base)	8,000	sf	\$5.50	\$44,000	
Foundation Insulation	1,504	sf	\$2.25	\$3,384	
Superstructure					
Roof Structure, Deck, Perimeter Angle, Misc. Steel	8,000	sf	25.25	\$202,000	
Exterior Enclosure					
Roof Blocking, Exterior Wall Blocking	8,000	sf	\$1.10	\$8,800	
Roofing and Insulation	8,000	sf	\$20.00	\$160,000	
Sheet Metal	376	lf	\$32.50	\$12,220	
Exterior Wall (metal panel, stud backup, windows/storefront	5,640	sf	\$85.00	\$479,400	
Extra Cost @ Entry Doors, OH Doors, & Canopies	1	ls	\$100,000.00	\$100,000	
Interior Architectural Development					
Casework	8,000	sf	\$8.00	\$64,000	
Misc. Carpentry, Caulking, Fire Safing	8,000	sf	\$2.00	\$16,000	
Doors, Frames, Hardware	8,000	sf	\$6.50	\$52,000	
Interior Glazing	400	sf	\$65.00	\$26,000	
DW Partitions	8,000	sf	\$21.00	\$168,000	
Finishes	8,000	sf	\$20.00	\$160,000	
MEPPF					
Fire Protection	8,000	sf	\$7.00	\$0	\$56,000 Alternate
Plumbing	8,000	sf	\$20.00	\$160,000	
HVAC	8,000	sf	\$40.00	\$320,000	
Electric & Fire Alarm	8,000	sf	\$28.00	\$224,000	
Emergency Generator	8,000	sf	\$6.00	\$0	\$48,000 Alternate
Data / Communications	8,000	sf	\$5.00	\$40,000	
Audio Visual - Rough-In Only	1	ls	\$8,000.00	\$8,000	
CCTV	8,000	sf	\$2.75	\$22,000	
Security / Access Control	8,000	sf	\$3.50	\$28,000	
Total					\$2,479,804
Phase 1 - Site Work + Parking					
Clear & Grub, Site Demolition	37,000	sf	\$0.50	\$18,500	
Erosion Control	1	ls	\$5,000.00	\$5,000	
Grading & Earthwork	37,000	sf	\$1.00	\$37,000	
Parking (15 spaces built in phase 1)	15	sp	\$2,500.00	\$37,500	
Site Access Improvements - Allowance	1	ls	\$15,000.00	\$15,000	
Flagpole	1	ea	\$3,500.00	\$3,500	



CONSTRUCTION COST ESTIMATE SUMMARY

Client: City of Sunrise Beach
Project Name: City Hall & Police Department
Architect: NA

Estimate Phase: Concept Estimate - City Hall Site
Estimate Date: 7/1/2024 REV

Description	Quantity	Unit	Price	Extension	Totals
Landscaping Allowance	1	ls	\$10,000.00	\$10,000	
Dumpster Enclosure Fence, Gate, Bollards	1	ls	\$6,000.00	\$6,000	
Site Sign	1	ea	\$5,000.00	\$5,000	
Site Sanitary Allowance (270')	1	ls	\$25,000.00	\$25,000	
Site Water Allowance (270')	1	ls	\$50,000.00	\$50,000	
Site Drainage Allowance	37,000	sf	\$1.00	\$37,000	
Site Power / Communications Conduit (270')	1	ls	\$10,000.00	\$10,000	
Site Power Feeders - Allowance	1	ls	\$10,000.00	\$10,000	
Site Lighting	37,000	sf	\$1.00	\$37,000	
Site Utility Rock Trenching -Allowance	1	ls	\$35,000.00	\$35,000	
Total					\$341,500
Phase 2 - Site Work (City Hall Demo + Parking Expansion)					
Remove City Hall	1	ls	\$15,000.00	\$15,000	
Fill Basement / Site Restoration	1	ls	\$15,000.00	\$15,000	
Parking (15 spaces built in phase 2)	15	sp	\$2,500.00	\$37,500	
Total					\$67,500
Phase 3 - Public Works Yard and Bldg					
Clear & Grub, Site Demolition	12,000	sf	\$0.75	\$9,000	
Erosion Control	1	ls	\$2,500.00	\$2,500	
Grading & Earthwork	12,000	sf	\$1.25	\$15,000	
Remove Garage	1	ls	\$10,000.00	\$10,000	
Fill Basement / Site Restoration	1	ls	\$10,000.00	\$10,000	
Bulk Material Storage Building					
Footings and Foundations	2,400	sf	\$16.50	\$39,600	
Rock Excavation Allowance	1	ls	\$25,000.00	\$25,000	
Slab On Grade (4" Thick w/4" Rock Base)	2,400	sf	\$5.50	\$13,200	
PEMB	2,400	sf	\$65.00	\$156,000	
Heating & Ventilation	2,400	sf	\$12.00	\$28,800	
Floor Drains and Water Hydrants, Sink	1	ls	\$10,000.00	\$10,000	
Power and Lighting	2,400	sf	\$15.00	\$36,000	
Total					\$355,100



CONSTRUCTION COST ESTIMATE SUMMARY

Oak Star Bank Site Option

Client: City of Sunrise Beach
Project Name: City Hall & Police Department
Architect: NA

Estimate Phase: Concept Study - Oak Star Bank Site
Estimate Date: 7/1/2024 REV

Description	Quantity	Unit	Price	Extension	Totals
Base Estimate - 8,000 SF Building					
Substructure					
Footings and Foundations	8,000	sf	\$16.50	\$132,000	
Rock Excavation Allowance	1	ls	\$50,000.00	\$50,000	
Slab On Grade (4" Thick w/4" Rock Base)	8,000	sf	\$5.50	\$44,000	
Foundation Insulation	1,504	sf	\$2.25	\$3,384	
Superstructure					
Roof Structure, Deck, Perimeter Angle, Misc. Steel	8,000	sf	25.25	\$202,000	
Exterior Enclosure					
Roof Blocking, Exterior Wall Blocking	8,000	sf	\$1.10	\$8,800	
Roofing and Insulation	8,000	sf	\$20.00	\$160,000	
Sheet Metal	376	lf	\$32.50	\$12,220	
Exterior Wall (metal panel, stud backup, windows/storefront	5,640	sf	\$85.00	\$479,400	
Extra Cost @ Entry Doors, OH Doors, & Canopies	1	ls	\$100,000.00	\$100,000	
Interior Architectural Development					
Casework	8,000	sf	\$8.00	\$64,000	
Misc. Carpentry, Caulking, Fire Safing	8,000	sf	\$2.00	\$16,000	
Doors, Frames, Hardware	8,000	sf	\$6.50	\$52,000	
Interior Glazing	400	sf	\$65.00	\$26,000	
DW Partitions	8,000	sf	\$21.00	\$168,000	
Finishes	8,000	sf	\$20.00	\$160,000	
MEPPF					
Fire Protection	8,000	sf	\$7.00	\$0	\$56,000 Alternate
Plumbing	8,000	sf	\$20.00	\$160,000	
HVAC	8,000	sf	\$40.00	\$320,000	
Electric & Fire Alarm	8,000	sf	\$28.00	\$224,000	
Emergency Generator	8,000	sf	\$6.00	\$0	\$48,000 Alternate
Data / Communications	8,000	sf	\$5.00	\$40,000	
Audio Visual - Rough-In Only	1	ls	\$8,000.00	\$8,000	
CCTV	8,000	sf	\$2.75	\$22,000	
Security / Access Control	8,000	sf	\$3.50	\$28,000	
Total					\$2,479,804
Site Work + Parking					
Remove Garage / Site Improvements	1	ls	\$15,000.00	\$15,000	
Modular Block Retaining Wall	1,500	sf	\$28.00	\$42,000	
Decorative Railing	300	lf	\$65.00	\$19,500	
Rock Removal/Site Leveling	3,700	cy	\$75.00	\$277,500	
Clear & Grub, Site Demolition	40,000	sf	\$1.00	\$40,000	
Erosion Control	1	ls	\$5,000.00	\$5,000	



CONSTRUCTION COST ESTIMATE SUMMARY

Client: City of Sunrise Beach
Project Name: City Hall & Police Department
Architect: NA

Estimate Phase: Concept Study - Oak Star Bank Site
Estimate Date: 7/1/2024 REV

Description	Quantity	Unit	Price	Extension	Totals
Grading & Earthwork	40,000	sf	\$0.50	\$20,000	
Parking (30 spaces)	30	sp	\$2,500.00	\$75,000	
Site Access Improvements - Allowance	1	ls	\$15,000.00	\$15,000	
Flagpole	1	ea	\$3,500.00	\$3,500	
Landscaping Allowance	1	ls	\$20,000.00	\$20,000	
Dumpster Enclosure Fence, Gate, Bollards	1	ls	\$6,000.00	\$6,000	
Site Sign	1	ea	\$5,000.00	\$5,000	
Site Sanitary Allowance (1500')	1	ls	\$20,000.00	\$20,000	
Site Water Allowance (150')	1	ls	\$40,000.00	\$40,000	
Site Drainage Allowance	40,000	sf	\$1.00	\$40,000	
Site Power / Communications Conduit (150')	1	ls	\$7,500.00	\$7,500	
Site Power Feeders - Allowance	1	ls	\$10,000.00	\$10,000	
Site Lighting	37,000	sf	\$1.00	\$37,000	
Site Utility Rock Trenching - Allowance	1	ls	\$35,000.00	\$35,000	
Total					\$733,000
Total					\$3,212,804

BILL NO. 2024-17

ORD NO. _____

AN ORDINANCE OF THE VILLAGE OF SUNRISE BEACH FOR IMPROVING AND BEAUTIFYING THE CITY BY REQUIRING PROPERTY OWNERS TO MAINTAIN THE RIGHT OF WAY ABUTTING THEIR PROPERTIES.

WHEREAS, the Village desires to maintain the beauty and aesthetics of the Village's neighborhoods; and

WHEREAS, the Courts of this State have declared that this is a proper concern to be addressed through the police powers of a Village; and

WHEREAS, the Courts of this State have upheld the right of a Village to require abutting property owners to maintain the Village right-of-way (*Village of Overland v. Wade*, 85 S.W.3d 70, 73 (Mo. App. E.D. 2002));

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF SUNRISE BEACH, MISSOURI AS FOLLOWS:

SECTION ONE: Duty Of Property Owner To Maintain Right of Way.

- A. It is the duty of every property owner to keep the sidewalks, curbs, gutters, culverts, and driveway entrances adjacent to his or her property and in the Village in good repair at all times and free from irregularities and offsets in the surface thereof that may render the same unsafe for use or which may create a hazard to pedestrians or vehicles.
- B. Every property owner shall keep the grass or other vegetation in the right-of-way adjacent to his or her property mowed in compliance with the maximum height provided in the Village Code. The property owner shall also keep any culverts or ditches in the right of way mowed and maintained in the same manner.
- C. No property owner shall plant or permit any tree or woody shrub in the right of way. The maintenance, care, and removal of any such tree or woody shrub in the right of way shall be the sole responsibility of the adjoining property owner.
- D. Every property owner shall keep the right-of-way adjoining his or her property free from litter.
- E. For the purposes of this ordinance the term 'right-of-way' shall mean the Village right-of-way from the edge of the paved portion of the street parallel to a property owner's property line to the property owner's property line.
- F. Violation of this section shall be a municipal ordinance violation punishable by a fine of not more than five hundred dollars (\$500) and/or imprisonment not to exceed ninety (90) days. Each violation shall also be considered a nuisance.

SECTION TWO: Culvert and Ditch Maintenance; Obstruction Removal By The Village; Costs.

A. Every culvert and ditch shall be kept clear of any obstructions that might interfere with the flow of drainage water, and it shall be the obligation of the property owner to inspect and maintain the culverts and ditches.

B. If a culvert or ditch has an obstruction of any form that interferes with the flow of drainage water and the property owner does not correct the problem within 30 days after notification from the street superintendent of the owner's duty to remedy such obstruction, then the Street Superintendent shall have the authority to enter onto the right-of-way adjacent to such owner's land and use any suitable means necessary to restore the adequate flow of drainage water through such culvert.

C. Within thirty (30) days of receipt of an invoice for the actual cost of clearing such obstruction, the owner shall pay to the City its cost incurred in remedying such obstruction, and if the same is not timely paid, the Board of Trustees may, by ordinance, levy such cost as a special tax bill against the property on which such culvert is located, or that is adjacent to such culvert, which tax shall be collected like other special tax bills and which shall constitute a first lien on the property until paid.

SECTION THREE: The provisions of this ordinance are severable and if any provision hereof is declared invalid, unconstitutional, or unenforceable, such determination shall not affect the validity of the remainder of this ordinance.

SECTION FOUR: This ordinance shall be considered effective immediately upon final passage and approval.

First Reading: _____

PASSED BY THE BOARD OF TRUSTEES THIS ____ DAY OF _____, 2024.

Roll Call Vote: Yeas: _____

Nays: _____

APPROVED BY THE CHAIRMAN THIS ____ DAY OF _____, 2024.

CHAIRMAN

Attest:

VILLAGE CLERK



Lead Service Line Inventory

Water and Sewer customers who complete this questionnaire and return to City Hall by August 16 will receive a \$10 credit on your next utility bill! (Only one credit per account / service address.)

Service Address _____

Are you the: Owner Tenant Property Manager Other

Your Name _____

Phone Number (optional) _____

Email Address (optional) _____

May we add your contact information to our customer database? Yes No

Is this a residence, business, barn, or other structure?

Please indicate other structure _____

What year were the water lines established in the structure, if known. _____

Service line material at the point of entry (inlet) to your home?

Lead Copper Galvanized Other (Plastic/PVC/Pex/etc.)

PIPE MATERIAL	SCRATCH COLOR	DOES MAGNET STICK?
LEAD	SHINY SILVER	NO
COPPER	ORANGE (PENNY)	NO
GALVANIZED STEEL	DULL GRAY	YES
PLASTIC	N/A	NO

Has the line from the water meter to your home/facility been replaced?

Yes No

If yes, please provide the date and material used for replacement.

(Please see other side)

Optional – please email a photo of the water line entering your home from the meter to: rachel.snelling@sunrisebeachmo.gov. This will help in clearly documenting the service line at your location.

Please contact Sunrise Beach City Hall if you need assistance with this request. Dalia Shamburg, phone 573-374-8782; email dalia.shamburg@sunrisebeachmo.gov. Rachel Snelling, Sunrise Beach Public Works, is also assisting with this project and may be reached by calling City Hall or by email to rachel.snelling@sunrisebeachmo.gov.

Customers who complete this questionnaire and return to City Hall by August 16 will receive a \$10 credit on your next utility bill! (Only one credit per account / service address.)

Send completed inventories by mail to PO Box 348, Sunrise Beach MO 65079. To drop off in person, visit us at 16537 N. Highway 5, Sunrise Beach MO.

Note: The City is **required** to conduct this inventory per federal and state regulation. A database of service addresses and the inventory results will be maintained by the City and is required to be made publicly available. Personal contact information (phone number, email address etc.) **will not** be made publicly available; however the service line address and inventory result will be. The City anticipates completing the database by October, 2024. Copies **will not be posted online** but will be made available upon request by contacting City Hall.

Thank you for helping our utility meet compliance with the EPA regulation.

