



January 31, 2025

To: Mayor Mike Topliff and City Council Members
From: City Administrator Sam Anselm
Re: Weekly Update

Please see below for this week's update.

Administration

Finance

- Attached are the latest sales and use tax figures prepared by the finance team.

Community Services

Parks & Recreation

- Work for new turf at the baseball/softball fields (home plate to the backstop) began this week.
- Last week the department hosted 26 youth basketball games.
- Registration for Art in the Park, adult basketball, and adult volleyball ends on February 3.
- MSU-WP softball games start on February 13.

WP Public Library

- The West Plains Public Library, in partnership with University of Missouri Extension, will offer six cooking classes for children ages 10-12. The classes will be held Tuesdays from 4-5 p.m. on February 4, 11, 18 and 25 and March 4 and 11. To sign up people can email Hillary Shumock at chillaryshumock@missouri.edu.

WP Civic Center

- Kudos to Maintenance Assistant Brandon McCarthy for finding a fix to a CO2 sensor issue in the arena.
- This Saturday, February 1, will be a high school basketball game at 3 pm, a junior varsity game at 5 pm, and then MSU-WP Grizzlies will battle St. Louis Community College at 7 pm.
- Upcoming events include MSU-WP Grizzlies vs. Moberly on February 5 (7 pm), and the TLR Gun & Knife Show February 8 (9 am – 5 pm) and February 9 (9 am to 3 pm).

WP Tourism/Welcome Center

- Explore West Plains hosted the Non-Profit Expo & Volunteer Fair on Tuesday afternoon at the civic center. Thirty-two non-profits, including the City of West Plains, had booths for the event.
- A Placer.ai analytical software contract began on January 1, and key employees from city departments (Economic Development, Administration, Tourism, Planning, Public Relations, Community Services, etc.) were trained this week. Placer is location intelligence and foot traffic data software.

Facilities/Grounds

- Water fountains in the police department will be repaired this week.
- The two HVAC systems in the new training room/office areas of city hall will be started this week.

Fire

Last Week's Activities:

- 4 EMS incidents. (Medical calls, EMS lift Assist, Lock-in)
- 8 Structure related calls. (6-Fire alarms, 2 – Structure Fires)
- 1 Brush Fire.
- 1 Outside mailbox fire.
- 1 Water/ Steam leak.
- 1 Defective elevator.
- 1 Telephone malicious false call.
- 1 Public Service Event.
- Staff are continuing to work on our fire reporting software changeover.
- Chief Sterner attended a workshop/planning meeting with other city staff and the R7 School District.
- Finalized the grant paperwork for a \$29,000 grant for the All-Hazard Response Team. This will pay for all our SCBA yearly testing and purchase specialized technical rescue equipment.
- 8 burn permits were issued. 3 days of no burning.
- Apparatus Update: 4615 still out of service. Being worked on by the shop.
- 48 Hours of shift PTO taken, covered by full-time/part-time.

Planning

- City staff met this week to discuss potential stormwater mitigation projects to pursue as part of SEMA/FEMA funds available related to the November flood disaster declaration. These projects include continued creek channelization improvements and neighborhood stormwater improvements.
- The planning and zoning commission next week will consider a vacate request and an annexation request. The vacate is for right-of-way along Jackson Street and the annexation is for a property off Creamery Road to receive city utility services.

- A rezone request for the north side of Deatherage Drive was advanced to a second reading by council in February. If approved, the rezone would allow multifamily housing to be built between Rhonda Drive and Paula Drive.
- A firm was selected to complete the phase one environmental review of the Garner Villas Phase Two housing development off Bruce Smith Parkway, north of the recently completed Phase One. Construction is expected to begin later this year.
- The state floodplain management office will conduct a community assistance visit in March. Communities are randomly selected each year for the formal audit process to ensure program compliance.

Transportation

- Street crews continued working on the Grace Ave. drainage project, patching, cutting brush and construction on the transportation and utilities buildings.
- Last week, transit had 68 riders on the route bus and 28 demand riders. The airport received 14 aircraft and 17 visitors.

Utilities

- This week, administration assisted with interviews for the Water Equipment Operator and Solid Waste Collector/Driver positions. We also held discussions with MPUA and Sikeston Power Plant regarding the future of power generation. Additionally, we worked on year-end reports for water, electric, and other utility departments.
- Electric crews continued work at Lincoln Substation, setting new poles and conduit for the underground circuits. They also set a temporary service for the railroad at the overpass project, installed conduit at the transportation offices for IT, and repaired lights at the transit building.
- Water crews repaired a water leak on County Road 1710 and responded to service calls regarding low water pressure and leaks on residential service lines.
- The sewer department conducted water pressure tests along ZZ Highway and responded to service calls related to sewer issues.
- Last week, the sanitation department transported 172 tons of refuse to the transfer station, bringing the cumulative total to 545 tons. Over-the-road drivers delivered 32 loads of refuse to the Hartville Landfill.



Sales and Use Tax Report – January 2025

Year-to-date sales tax revenues are up 4%, compared to budget through January 2025.

The City of West Plains' January 2025 sales tax revenues from the Missouri Department of Revenue were \$407,013. The city transferred \$18,784 of the year-to-date sales tax revenues to the applicable TIFs and CIDs. Revenues are 4% (or \$16,009) above budget.

The January deposit from DOR reflects sales tax payments processed by the State in December 2024 for transactions made primarily in November.

Compared to last year's actuals, these revenues are 7% (\$25,513) higher on a year-to-date basis.

The city relies heavily on sales and use tax revenues as its main source of revenue to fund vital services such as police, fire, parks, and recreation. Approximately 45% of the General Fund revenue comes from sales and use tax. Franchise fee revenue from utilities accounts for 17% of General Fund revenues and a utility administration fee accounts for 14% of General Fund revenues. Property tax accounts for 6% of General Fund revenues.

Year-to-date use tax revenues are up 33%, compared to budget through January 2025.

The City of West Plains' January 2025 use tax revenues from the Missouri Department of Revenue were \$73,309. Revenues are 33% (or \$18,392) above budget.

The January deposit from DOR reflects use tax payments processed by the State in December 2024 for transactions made primarily in November.

Compared to last year's actuals, these revenues are 16% (\$18,392) higher on a year-to-date basis.

**Sales Tax Revenue
General Fund - 1%**

Month Received	FY2023	FY2024	FY2025	Year-over-Year Change		Cumulative Change	
January	\$ 338,288	\$ 381,500	\$ 407,013	\$ 25,513	7%	\$ 25,513	7%
February	\$ 396,553	\$ 431,736					
March	\$ 311,710	\$ 388,544					
April	\$ 347,427	\$ 381,114					
May	\$ 329,520	\$ 354,663					
June	\$ 413,305	\$ 410,851					
July	\$ 362,857	\$ 374,661					
August	\$ 401,355	\$ 413,042					
September	\$ 382,861	\$ 398,944					
October	\$ 362,112	\$ 353,551					
November	\$ 319,569	\$ 372,891					
December	\$ 373,281	\$ 325,058					
Total	\$ 4,338,838	\$ 4,586,555	\$ 407,013	\$ 25,513	7%		

**Use Tax Revenue
General, Capital, and Transportation Funds**

Month Received	FY2023	FY2024	FY2025	Year-over-Year Change		Cumulative Change	
January	\$ 42,618	\$ 62,969	\$ 73,309	\$ 10,340	16%	\$ 10,340	16%
February	\$ 79,843	\$ 128,377					
March	\$ 42,959	\$ 64,057					
April	\$ 67,572	\$ 90,221					
May	\$ 65,031	\$ 73,936					
June	\$ 45,764	\$ 72,050					
July	\$ 77,479	\$ 54,649					
August	\$ 122,666	\$ 88,043					
September	\$ 67,921	\$ 55,732					
October	\$ 70,355	\$ 75,150					
November	\$ 82,713	\$ 75,283					
December	\$ 87,829	\$ 73,841					
Total	\$ 852,749	\$ 914,308	\$ 73,309	\$ 10,340	16%		

