

Meetings are open to the public, however, if you would like to view the meeting, you may do so using the following instructions:

City Council meetings will be videotaped to be shown live on the City of Hannibal YouTube page.

Although the meeting will be shown live, residents will also be able to watch the meeting on the YouTube page after the meeting.

The instructions to watch the meetings online follow:

1. Type in www.youtube.com in the web browser
2. Type in City of Hannibal in the "Search" bar and hit Enter and hit the magnifying glass on the right side of the search bar
3. Click on "City of Hannibal" or the city of Hannibal crest
4. During the City Council meeting, there will be a red Thumbnail with the word "Live" on it.
5. Click on the Thumbnail to watch the meeting
6. The meeting may be viewed on the website in its entirety after the meeting

CITY OF HANNIBAL

OFFICIAL PUBLIC HEARING

**Tuesday, May 21, 2024
6:45 p.m.
Council Chambers**

CALL TO ORDER

BIANCA QUINN – FINANCE DIRECTOR

Re: Fiscal Year 2025 Budget

PUBLIC COMMENTS

ADJOURNMENT

City of Hannibal
OFFICIAL COUNCIL AGENDA

**Tuesday, May 21, 2024
Council Chambers
7:00 p.m.**

Meetings are open to the public, however, if you would like to view the meeting, you may do so using the following instructions:

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- 2. Type in City of Hannibal in the "Search" bar and hit Enter and hit the magnifying glass on the right side of the search bar.*
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- 4. During the City Council meeting, there will be a red Thumbnail with the word "Live" on it.*
- 5. Click on the Thumbnail to watch the meeting.*
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ROLL CALL

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

**APPROVAL OF PAYROLL AND CLAIMS
First Half – May 2024**

**PUBLIC COMMENTS
3 Minutes/ Sign Up Required**

MARSHA MAYFIELD – THE HANNIBAL JUNETEENTH COALITION

Re: Street Closures & Police Escort

Juneteenth Parade – Saturday June 15, 10:00 a.m.

Juneteenth Festival – Saturday June 15, 8:00 a.m. until 6:30 p.m.

JASON NOLAND – HANNIBAL HIGH SCHOOL

Re: Street Closures

2024 Commencement Ceremony – Thursday, May 23, 6:45 p.m. until 8:30 p.m.

MARK MILEWSKI– 706 BIRCH STREET

Re: Neglect Charge/ Hannibal Police Department

JOHN LYNGB– 625 GRAND AVENUE

Re: Follow-up Questions Cash Balance, FY 25 Budget, Projects to be Financed

MAYOR LOUDERMAN

Re: Highway 61 By-Pass

Re: 109 Virginia Demolition

Re: Approval of Re-Appointment

Historic Development District Commission

Sarah North – re-appointment for a term to expire May 2029

LISA PECK– CITY MANAGER
Re: Request Set Public Hearings

Re: Chapter 32 Revising HDDC Appeal Process
Set Public Hearing for Tuesday June 18, 2024, 6:45 p.m.

Re: Revising Chapter 32 to Match Zoning Matrix
Set Public Hearing for Tuesday June 18, 2024, 6:30 p.m.

Re: Approval of Re-Appointments

Planning and Zoning Commission
Andrew Wikstrom – re-appointment for a term to expire June 2028

Board of Adjustment
John Moore– re-appointment for a term to expire May 2029

MELISSA COGDAL – CITY CLERK
Re: Actuarial Services-GASB 75 Valuation for FY 2025
(Resolution No.2508-24, to follow, for approval)

BIANCA QUINN – FINANCIAL DIRECTOR
Re: Approval of 5-Year Capital Improvement Plan
(Resolution No.2509-24, to follow, for approval)

Re: Approval of Fiscal Year 2025 Operating Budget
(Bill No.24-014, to follow, for first reading)

TRISHA O'CHELTREE– DIRECTOR OF CONVENTIONS & TOURISM
Re: Relocation of Molly Brown House

RESOLUTION NO. 2508-24

**A RESOLUTION OF THE CITY OF HANNIBAL
AUTHORIZING AND APPROVING AN ENGAGEMENT
AGREEMENT BETWEEN THE CITY AND LEWIS & ELLIS,
INC. FOR ACTUARIAL SERVICES RELATING TO OTHER
POST EMPLOYMENT BENEFITS (OPEB) FOR FISCAL
YEAR 2023-2024 FOR THE CITY, INCLUDING THE
LIBRARY, PARKS & RECREATION, AND TOURISM FOR
A TOTAL OF \$5,900**

RESOLUTION NO. 2509-24

**A RESOLUTION OF THE CITY OF HANNIBAL, MISSOURI,
APPROVING AND ADOPTING THE FIVE-YEAR CAPITAL
IMPROVEMENT PROGRAM FOR THE YEARS 2025-2029**

BILL NO. 24-014

**AN ORDINANCE APPROVING THE FISCAL YEAR 2024-2025
BUDGET AND APPROPRIATING TO THE VARIOUS
DEPARTMENTS, BOARDS, COMMISSIONS AND AGENCIES OF
THE CITY GOVERNMENT OF THE CITY OF HANNIBAL,
MISSOURI FOR THE FISCAL YEAR ENDING JUNE 30, 2025**

First Reading

CLOSED SESSION
In Accordance with RSMo 610.021 (2) & (12)

ADJOURNMENT

**Return to:**

Office of the City Clerk

Attn: Britta Dooley

320 Broadway Hannibal, MO 63401 Ph.

(573) 221-0111

Fax (573) 221-8191

Email to: bdooley@hannibal-mo.gov

SPECIAL EVENT APPLICATION(Council Meetings are the 1st & 3rd Tuesdays of each month)**Deadline for Submission: Wednesday, Prior to Council Meeting**

Today's Date: April 29, 2024 Date you wish to be placed on Agenda: 05/21/2024

Your Organization: The Hannibal Juneteenth Coalition Special Event: Juneteenth Festival

Date(s) of Event: June 15 - 8:00am Requested Times (from-to): 6:30 P.m.
Parade from 10:00 a.m. - 11:30 a.m.

Description of Activity: Parade : all day festival in Central Park

Primary Contact Person(s): Marsha Matfield Home Phone: 573 719 7171

Work Phone: 573 719 7171 Cell Phone: Only Phone E-mail: marsha.matfield@hannibal-mo.gov

Assistance Needed (location, etc.): Street blockage : some Police escort like 4th of July. Clearance at intersections where needed. See map attached for parade route. See attached sheet with road closure requests as well as trash containers & police escort.

DEPARTMENTAL COMMENTS (office Use)

Police: Six officers @ \$45/hr (\$270/hr total). Total should not exceed \$405. Chief will be Dept. Cost: \$405.00
participating as well which should save on some manpower.

Fire: No issue with this event. Dept. Cost: 0
-Chief Neisen

BPW: The HBPW has no issues. Dept. Cost: 0
-Darrin Gordon

Building Inspector: No comments or concerns with this event. Dept. Cost: 0
-Building Inspector's Office

✓rec'd 05.01.2024-BKD

Parks: Parks department is co-sponsoring this event, so we can provide a Dept. Cost: 0
handful of 50 gallon trash cans and bags for this event. Please coordinate with Mary Lynne. -A. Dorian

Street: Streets has no objections. Dept. Cost: 0
-A. Dorian

Tourism: No concerns. Dept. Cost: 0
-Tourism Director

Administration: Approval upon certificate of insurance. Dept. Cost: 0
-Clerk's Office

STAFF RECOMMENDS: _____



CITY OF HANNIBAL

Special Event Safety Plan

Questions or Inquiries: Contact Hannibal Fire Department @ 573-221-0657

I. GENERAL

Event Name Hannibal Juneteenth Festival Date of Event June 15, 2024
Location/Address/Facility Name Hannibal Central Park

Expected Number of Attendees: 700

II. PURPOSE

- A. This emergency action plan predetermines actions to take before and during the event in response to an emergency or otherwise hazardous condition. These actions will be taken by organizers, management, personnel, and attendees. These actions represent those required prior to the event in preparation for and those required during an emergency.
- B. Flexibility must be exercised when implementing this plan because of the wide variety of potential hazards that exist for this event. These hazards include, but are not limited to, Fire, Medical Emergencies, Severe Weather, or situations where Law Enforcement is required.

III. ASSUMPTIONS

The possibility of an occurrence of an emergency is present at this event. The types of emergencies possible are various and could require the response of Fire & Rescue, Emergency Medical Services, and Police.

IV. BASIC PLAN

A. EAP Event Representative

The EAP event representative will be identified as the point of contact for all communications regarding the event. This person is identified as:

Primary Contact: Marsha Mayfield

Cell Phone: 573 719 7171

B. Emergency Notification

1. In the event of an emergency, notification of the emergency will be through 911. The caller should have the following information available to give to the 911 dispatcher: nature of the emergency, location and contact person with callback number.

2. Will on-sight EMS be provided?

☒ Yes ☐ No

If yes, contact name and phone _____

3. Will on-site security be provided?

☐ Yes ☒ No

If yes, contact name and phone _____

C. Severe Weather

1. Weather forecasts and current conditions will be monitored throughout the entirety of the event.
 2. Before the event – If severe weather is predicted prior to the event, the EAP event representative will evaluate the conditions and determine if the event will remain scheduled. The EAP event representative or his/her designee will be identified as such and will be responsible to monitor the weather conditions before and during the event.
 3. During the event – If severe weather occurs during the event, the EAP event representative or his/her designee will make the notification to those attending the event that a hazardous weather condition exists and direct them to shelter.
-
4. There are limited provisions for sheltering participants in the event of severe weather.

D. Fire

1. Has a specific hazard been identified as an increased risk of fire at this event?

☐ Yes ☒ No

If yes, what has been identified? _____

2. Selected event staff will be instructed on the safe use of Portable Fire Extinguishers.
3. Any food vendors will be inspected when appropriate by the fire code and must meet permitting requirements.
4. Should an incident occur that requires the Fire Department, **CALL 911**. The caller should have the following information available to give the 911 dispatcher: Nature of the emergency, location, and contact person with a callback number.

E. Medical Emergencies

1. As with any event, there is a potential for injury to the participants. The types of injuries are various and include those that are heat-related as well as traumatic injuries
2. Are there limited provisions for on-site Emergency Medical Services at this event?
☐ Yes ☒ No
3. Should an incident occur that requires Emergency Medical Services, contact as indicated to this this resource. The caller will have the following information ready: Nature of emergency, precise location and contact person with callback number
☐ On-site EMS officer or ☒ 911 Dispatch

F. Law Enforcement

1. Has a need for constant Law Enforcement presence been identified at this event?
☐ Yes ☒ No
2. Should an incident occur that requires Law Enforcement, contact as indicated below to request this resource. Have the following information ready: Nature of emergency, precise location and contact person with callback number.
☐ On-site Security or ☒ 911 Dispatch for Law Enforcement

G. Emergency Vehicle Access

1. Access to emergency vehicles will be maintained at all times.
2. Fire lanes and fire hydrants will not be obstructed.
3. Participants and spectators will be directed to park in approved areas and not to obstruct protective features, sidewalks, or public thoroughways.
4. Crowd control will be managed by:
☒ Staff or ☐ On-site Security

V. CONTACT INFORMATION

Primary Contact: Marsha MAYFIELD Cell Phone: 573 719 7171
Secondary Contact: Georgiana Hawkins Cell Phone: 573 248 7405

Dial 911 in case of emergency



Line-up at Save-a-lot Parking lot

Assemble in front of 1st Christian Church Broadway

Proceed on down Broadway - make a left at lights at Broadway
North main - left on Bird / end on 3rd

Continue to -

Ending at the top of - 3rd.

Streets to be closed -

5th & Broadway All Day (B Ball)

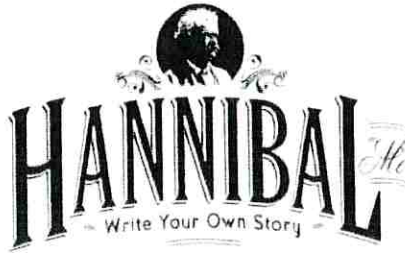
4th Broadway / 4th & Center (all day)

3rd & Center while Parade is on

Request Trash Containers

5th & center all day

Police accompaniment during Parade & concluding as we do for the 4th



Hold Harmless and Insurance Requirements

- 1) To the fullest extent permitted by law, Sponsor agrees to indemnify, defend and hold harmless the City of Hannibal, its officers, agents, volunteers, and employees from and against all suits, claims, damages, losses, and expenses, including but not limited to attorneys' fees, court costs, or alternative dispute resolution costs arising out of, or related to, Sponsor's use of City streets, roads, parks, sidewalk or other facilities under this agreement involving an injury to a person or persons, whether bodily injury or other personal injury (including death), or involving an injury or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses are caused by the negligence or other wrongdoing of Sponsor, its officers, agents and volunteers, or anyone directly or indirectly employed or hired by Sponsor or anyone for whose acts Sponsor may be liable, regardless of whether caused in part by the negligence or wrongdoing of City and any of its agents or employees
- 2) Sponsor shall purchase and maintain the following insurance, at Sponsor's expense: Commercial General Liability Insurance with a minimum limit of \$1,000,000 each occurrence \$2,000,000 general aggregate written on an occurrence bases.
Comprehensive Business Automobile Liability Insurance for all owned, non-owned and hired automobiles and other vehicles used by Sponsor with a combined single limit of \$1,000,000 minimum
Workers Compensation insurance with statutory limits required by any applicable Federal or state law and
Employers Liability insurance with minimum limit of \$1,000,000 per accident
- 3) All policies of insurance must be on a primary basis, non-contributory with any other insurance and/or self-insurance earned by the City
- 4) Prior to using City's facilities or infrastructure under this agreement, Sponsor shall furnish the City with certificates of insurance evidencing the required coverage, conditions, and limits required by this agreement, have the City named as an additional insured and provide the appropriate additional insured endorsements
- 5) No provision of this agreement shall constitute a waiver of the City's right to assert a defense based on the doctrines of sovereign immunity, official immunity, or any other immunity available under law

Marsha Mayfield

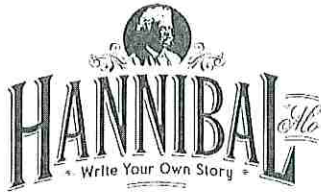
By

Teneteenth Chair Person

Title

4/29/24

Date



Return to:
Office of the City Clerk
Attn: Britta Dooley
320 Broadway Hannibal, MO 63401
Ph. (573) 221-0111 ext. 221
Email to: bdooley@hannibal-mo.gov

SPECIAL EVENT APPLICATION

(Council Meetings are the 1st & 3rd Tuesdays of each month)

Deadline for Submission: Wednesday, Prior to Council Meeting

Today's Date: May 7, 2024 Date you wish to be placed on Agenda: May 21, 2024

Your Organization: Hannibal High School Special Event: 2024 Commencement Ceremony

Date(s) of Event: May 23, 2024 Requested Times (from-to): 6:45pm to 8:30pm

Description of Activity: Hannibal High School 2024 Commencement Ceremony will be held at Porter Stadium

Primary Contact Person(s): Jason Noland Cell Phone: 573-719-6998

Work Phone: 221-2733 E-mail: jnoland@hannibal60.com

Assistance Needed (location, etc.): We are requesting that Brookside from McMasters Avenue to Edgewood be shut down from 6:45pm to 8:30pm on Thursday May 23, 2024 for the Commencement Ceremony at Hannibal High School. We would also request barricades to close the street at McMasters, Edgewood and Greenway.

DEPARTMENTAL COMMENTS (office Use)

Police: No issues regarding closures. We will have officers on site for parking and crowd control. Dept. Cost: 0
-Chief Nacke

Fire: No issues with this event. Dept. Cost: 0
-Chief Neisen

BPW: The HBPW has no issues. Dept. Cost: 0
-Darrin Gordon

Building Inspector: No comments or concerns with this event. Dept. Cost: 0

-Building Inspector's Office

Parks: Parks has no objections. Dept. Cost: 0

-A.Dorian

Streets: Streets has no objections. Dept. Cost: 0

-A.Dorian

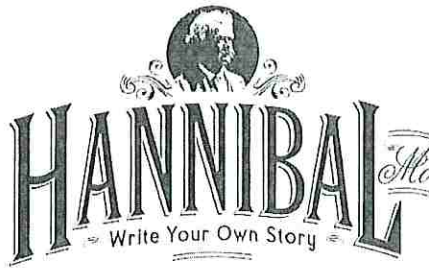
Tourism: No concerns. Dept. Cost: 0

-Tourism Director

Administration: All documents have been received and are on file. Dept. Cost: 0

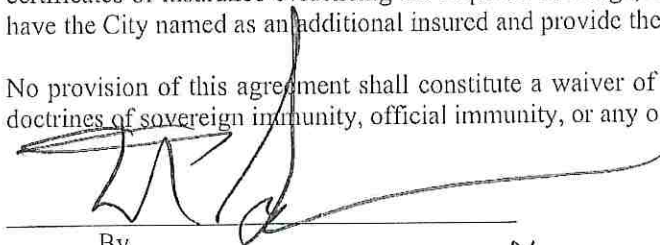
-Clerk's Office

STAFF RECOMMENDS:



Hold Harmless and Insurance Requirements

- 1) To the fullest extent permitted by law, Sponsor agrees to indemnify, defend and hold harmless the City of Hannibal, its officers, agents, volunteers, and employees from and against all suits, claims, damages, losses, and expenses, including but not limited to attorneys' fees, court costs, or alternative dispute resolution costs arising out of, or related to, Sponsor's use of City streets, roads, parks, sidewalk or other facilities under this agreement involving an injury to a person or persons, whether bodily injury or other personal injury (including death), or involving an injury or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses are caused by the negligence or other wrongdoing of Sponsor, its officers, agents and volunteers, or anyone directly or indirectly employed or hired by Sponsor or anyone for whose acts Sponsor may be liable, regardless of whether caused in part by the negligence or wrongdoing of City and any of its agents or employees
- 2) Sponsor shall purchase and maintain the following insurance, at Sponsor's expense: Commercial General Liability Insurance with a minimum limit of \$1,000,000 each occurrence / \$2,000,000 general aggregate written on an occurrence bases.
Comprehensive Business Automobile Liability Insurance for all owned, non-owned and hired automobiles and other vehicles used by Sponsor with a combined single limit of \$1,000,000 minimum.
Workers Compensation insurance with statutorily limits required by any applicable Federal or state law and Employers Liability insurance with minimum limit of \$1,000,000 per accident.
- 3) All policies of insurance must be on a primary basis, non-contributory with any other insurance and/or self-insurance carried by the City.
- 4) Prior to using City's facilities or infrastructure under this agreement, Sponsor shall furnish the City with certificates of insurance evidencing the required coverage, conditions, and limits required by this agreement, have the City named as an additional insured and provide the appropriate additional insured endorsements.
- 5) No provision of this agreement shall constitute a waiver of the City's right to assert a defense based on the doctrines of sovereign immunity, official immunity, or any other immunity available under law.



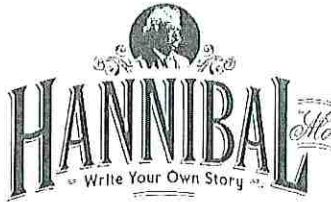
By

Chief Operator Officer

Title

5/7/24

Date



CITY OF HANNIBAL

Special Event Safety Plan

Questions or Inquiries: Contact Hannibal Fire Department @ 573-221-0657

I. GENERAL

Event Name HHS Graduation Date of Event 5/23/24
Location/Address/Facility Name 4500 McMasters Ave
Hannibal High School Porter Stadium
Expected Number of Attendees: 2500

II. PURPOSE

- A. This emergency action plan predetermines actions to take before and during the event in response to an emergency or otherwise hazardous condition. These actions will be taken by organizers, management, personnel, and attendees. These actions represent those required prior to the event in preparation for and those required during an emergency.
- B. Flexibility must be exercised when implementing this plan because of the wide variety of potential hazards that exist for this event. These hazards include, but are not limited to, Fire, Medical Emergencies, Severe Weather, or situations where Law Enforcement is required.

III. ASSUMPTIONS

The possibility of an occurrence of an emergency is present at this event. The types of emergencies possible are various and could require the response of Fire & Rescue, Emergency Medical Services, and Police.

IV. BASIC PLAN

A. EAP Event Representative

The EAP event representative will be identified as the point of contact for all communications regarding the event. This person is identified as:

Primary Contact: Jason Noland

Cell Phone: 573-719-6998

B. Emergency Notification

1. In the event of an emergency, notification of the emergency will be through 911. The caller should have the following information available to give to the 911 dispatcher: nature of the emergency, location and contact person with callback number.

2. Will on-sight EMS be provided?

☒ Yes ☐ No

If yes, contact name and phone

Brian Allen, HPD

3. Will on-site security be provided?

☒ Yes ☐ No

If yes, contact name and phone

Brian Allen, HPD

C. Severe Weather

1. Weather forecasts and current conditions will be monitored throughout the entirety of the event.
2. Before the event – If severe weather is predicted prior to the event, the EAP event representative will evaluate the conditions and determine if the event will remain scheduled. The EAP event representative or his/her designee will be identified as such and will be responsible to monitor the weather conditions before and during the event.
3. During the event – If severe weather occurs during the event, the EAP event representative or his/her designee will make the notification to those attending the event that a hazardous weather condition exists and direct them to shelter.
4. There are limited provisions for sheltering participants in the event of severe weather.

D. Fire

1. Has a specific hazard been identified as an increased risk of fire at this event?

☐ Yes ☒ No

If yes, what has been identified? _____

2. Selected event staff will be instructed on the safe use of Portable Fire Extinguishers.
3. Any food vendors will be inspected when appropriate by the fire code and must meet permitting requirements.
4. Should an incident occur that requires the Fire Department, **CALL 911**. The caller should have the following information available to give the 911 dispatcher: Nature of the emergency, location, and contact person with a callback number.

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1. As with any event, there is a potential for injury to the participants. The types of injuries are various and include those that are heat-related as well as traumatic injuries
2. Are there limited provisions for on-site Emergency Medical Services at this event?
☒ Yes ☐ No
3. Should an incident occur that requires Emergency Medical Services, contact as indicated to this this resource. The caller will have the following information ready: Nature of emergency, precise location and contact person with callback number
☒ On-site EMS officer or ☐ 911 Dispatch

F. Law Enforcement

1. Has a need for constant Law Enforcement presence been identified at this event?
☒ Yes ☐ No
2. Should an incident occur that requires Law Enforcement, contact as indicated below to request this resource. Have the following information ready: Nature of emergency, precise location and contact person with callback number.
☒ On-site Security or ☐ 911 Dispatch for Law Enforcement

G. Emergency Vehicle Access

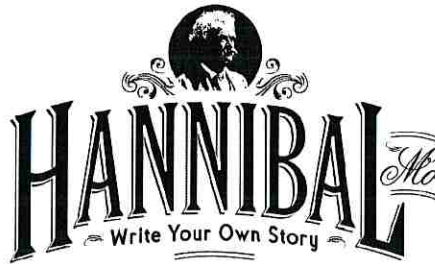
1. Access to emergency vehicles will be maintained at all times.
2. Fire lanes and fire hydrants will not be obstructed.
3. Participants and spectators will be directed to park in approved areas and not to obstruct protective features, sidewalks, or public thoroughways.
4. Crowd control will be managed by:
☐ Staff or ☐ On-site Security

V. CONTACT INFORMATION

Primary Contact: Jason Noland Cell Phone: 573-719-6998
Secondary Contact: Ted Sampson Cell Phone: 573-406-8626

Dial 911 in case of emergency

Office of the



City Clerk

City Council Request to Speak
Council Meetings are held the First and Third Tuesday of Each Month
Deadline is 4:00 p.m. Thursday prior to City Council Meeting
Speakers Must Register Using Current Residential Address &
Residing Ward (if applicable)

Today's Date:

5/10/2024

Date you wish to be placed on Agenda:

5/21/2024

Name:

Mark Allen MICEWSKI

Address:

706 Birch St. #A

Phone Number:

Subject Matter:

5/10/2024

Date


Speaker's Signature

Speakers shall be allowed up to a maximum of a (5) minute presentation.
Speakers shall adhere to the above stated subject matter.

"Deadlines subject to change based on holiday schedule
Clerk's office for official deadline relating to the
(573)221.0111

City of Hannibal 320 Broadway, Hannibal, MO 63901
P 573.221.0111 F 573.221.8191
www.hannibal-mo.gov
mcogdal@hannibal-mo.gov

Wants to talk about the charge of animal neglect that he feels was a false report against him. He will take the charge against him of animal at large, but feels very offended by the charge of neglect when he has never neglected his animals. The police chief won't do anything when he talks to him.

5-15-24

To: Hannibal City Clerk

Please include me on the City Council agenda for its meeting on May 21, 2024. The subject of my remarks will be: "Following questions regarding the city's general fund cash balance, the FY 24/5 budget, and projects to be financed."

Thanks for your assistance



JOHN LYNE

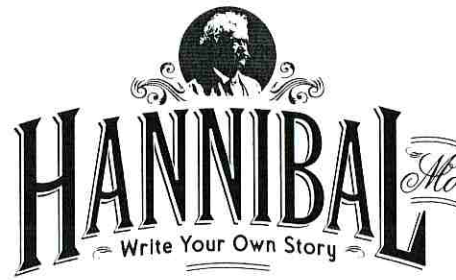
625 GRAND AVE.

HANNIBAL, MO.

PH (573) 221-6921

✓ Rec'd 8:56am 05/15/2024-BKD

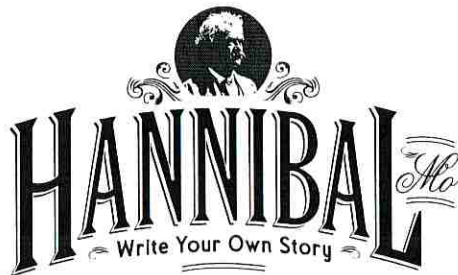
Office of the Mayor



Barry Louderman

Please place the discussion of Highway 61 Bypass on the May 21, 2024 Council Agenda to discuss the City Councils support of the project.

Office of the Mayor



Barry Louderman

Please place the discussion of the demolition of 109 Virginia Street (Old Hannibal Regional Hospital) on the May 21, 2024 Council Agenda.



CITY OF HANNIBAL

DEPARTMENT OF PUBLIC WORKS

INTEROFFICE MEMORANDUM

TO: CITY COUNCIL
FROM: DONNA KLINGLER, DPW MANAGEMENT ASSISTANT
SUBJECT: CHAPTER 32 REVISING HDDC Appeal Process
DATE: May 16, 2024

Code Changes Revising HDDC Appeal Process

The Planning and Zoning held their Public Hearing on updating the ordinance on Chapter 32 HDDC appeal process on April 18, 2024, and would like to ask council to set a Public Hearing for June 18, 2024, at 6:45 p.m.

The changes being made are to allow any appeal from HDDC to go to Planning and Zoning,



CITY OF HANNIBAL

DEPARTMENT OF PUBLIC WORKS

INTEROFFICE MEMORANDUM

TO: CITY COUNCIL
FROM: DONNA KLINGLER, DPW MANAGEMENT ASSISTANT
SUBJECT: CHAPTER 32 REVISING CHAPTER 32 TO MATCH ZONING MATRIX
DATE: May 16, 2024

Code Changes Revising Chapter 32 Zoning Matrix

The Planning and Zoning held their Public Hearing on updating the ordinance on Chapter 32 Zoning on January 18, 2024, and would like to ask council to set a Public Hearing for June 18, 2024, at 6:30 p.m.

The changes being made is to deny the placement of churches and schools in the F Industrial District. It will also allow the placement of kennels, veterinary clinics and towers transmitting signals in Zone C Local Business District.

Planning and Zoning is requesting City Council permission to allow changes to be made on the Zoning Matrix anytime an ordinance is updated with zoning changes.

MEMORANDUM

TO: MAYOR LOUDERMAN
CITY COUNCIL MEMBERS

FROM: MELISSA COGDAL
CITY CLERK

DATE: May 10, 2024

SUBJECT: ACTUARIAL SERVICES- GASB 75 VALUATION FOR FY 23/24

Mayor and Council, the Government Accounting Standards Board (GASB) under Statement 75 requires states, counties, school districts and municipalities to acknowledge a liability on the books for the dollar costs of Other Post Employment Benefits (OPEB) which excludes pensions, accrued sick and accrued vacation. Post Employment Benefits (OPEB) currently for the City would include health insurance costs where the City has promised 100% of the cost for employees for a minimum of 36 months or until age 65 whichever comes first and a percentage of the cost to insure spouse and/or dependents.

The City Clerk's office is asking for the approval of Resolution 2508-24 for the Mayor to execute an agreement with Lewis & Ellis to perform actuarial services for the City of Hannibal for the 2023/2024 fiscal year. The agreement will allow Lewis and Ellis to conduct the valuation on behalf of the city in the amount of \$5,900.00

If you have any questions, please contact me.



LEWIS & ELLIS
Actuaries and Consultants

6550 Sprint Parkway
Suite 200
Overland Park, KS 66211

913.491.3388
LewisEllis.com

ENGAGEMENT AGREEMENT

City of Hannibal, Missouri
Melissa Cogdal, City Clerk
City Clerk's Office, 320 Broadway
Hannibal, MO 63401

RE: Actuarial Services – GASB 75 Valuation for Fiscal Year 2023-24

We appreciate the opportunity to be the actuarial consultant regarding the valuation of the postretirement insurance program of the City of Hannibal (City) under GASB 75 standards.

BROAD DESCRIPTION OF ASSIGNMENT

We agree to value the City's postretirement insurance program in accordance with GASB 75 and provide the information required for both cost recognition and disclosure for the fiscal year ending June 30, 2024.

We will utilize actuarial methods and procedures along with economic analyses and actuarial judgment to develop reasonable and appropriate assumptions that will be applied in the valuation process.

Upon completion of our calculations, analysis and testing, we will prepare an actuarial report. The actuarial report will contain census statistics, health cost data, documentation of economic and actuarial assumptions, explanation of actuarial methods, and all required financial data. In addition, our services include any needed responses to questions from the City's auditor.

FEES

We commit to a fixed fee of \$5,900 for the OPEB valuation. This includes all costs except for on-site meetings. It is not anticipated that on-site meetings will be necessary. We agree to hold the billing until the report has been submitted to the City.

ESTIMATED TIME OF COMPLETION

We agree and recognize the valuation report must be submitted during the time frame of September 2024, unless otherwise approved by the City.

GENERAL

The City reserves the right, in its sole discretion, to terminate our services at any time. In the event of such termination, we shall be entitled to receive payment for hours of authorized work which has been performed to the date of termination.

We agree to treat all received information on a confidential and not disclose basis without the prior written permission of the City.

ACCEPTANCE

If this is acceptable, please sign below and return a copy to us. A scanned copy is permissible for our needs.

Thanks so much for allowing us the opportunity to work with the City.

Lewis & Ellis, LLC



Signature: _____

Title: Vice President & Principal

Date: May 8, 2024

City of Hannibal

Signature: _____

Printed Name: _____

Title: _____

Date: _____

RESOLUTION NO. 2508-24

**A RESOLUTION OF THE CITY OF HANNIBAL AUTHORIZING AND
APPROVING AN ENGAGEMENT AGREEMENT BETWEEN THE CITY AND
LEWIS & ELLIS, INC. FOR ACTUARIAL SERVICES RELATING TO OTHER
POST EMPLOYMENT BENEFITS (OPEB) FOR FISCAL YEAR 2023-2024 FOR
THE CITY, INCLUDING THE LIBRARY, PARKS & RECREATION, AND
TOURISM FOR A TOTAL OF \$5,900**

WHEREAS, the Government Accounting Standards Board (GASB) under Statement 75 requires states, counties, school districts and municipalities to acknowledge a liability on the books for the dollar costs of Other Post Employment Benefits (OPEB) which excludes pensions, accrued sick and accrued vacation; and,

WHEREAS, Other Post Employment Benefits (OPEB) currently for the City would include health insurance costs where the City has promised 100% of the cost for employees for a minimum of 36 months or until age 65 whichever comes first and a percentage of the cost to insure spouse and/or dependents; and,

WHEREAS, the City Council recognizes the need for, and the public benefit derived from an accurate posting of the liabilities of the City and the impact of same on the City's finances; and,

WHEREAS, Lewis and Ellis Actuarial Consultants have been used by the City in the past and are familiar with the City's Self-Insurance program and its nuances of who is covered with what benefits.

NOW THEREFORE BE IT RESOLVED BY THE CITY OF HANNIBAL, MISSOURI:

SECTION ONE: The Mayor is hereby authorized to execute on behalf of the City, including Library, Parks & Recreation and Tourism the engagement agreement for Actuarial Services per GASB 75 with Lewis & Ellis, Inc. of Overland Park, Kansas in the amount of \$5,900.

SECTION TWO: This Resolution shall become effective immediately upon its adoption and approval.

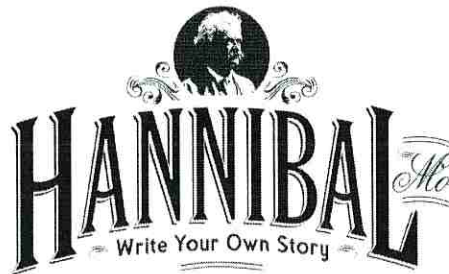
ADOPTED this 21st day of May, 2024

APPROVED this 21st day of May, 2024

Barry Louderman, Mayor

ATTEST:

Melissa Cogdal, City Clerk



TRANSMITTAL LETTER

TO: Mayor Louderman and Members of the City Council
FROM: Lisa Peck, City Manager
DATE: April 4, 2024
SUBJECT: Transmittal Letter for FY-2025 Budget

Attached you will find the preliminary FY-2025 budget. Pursuant to the Charter, the budget must be presented to and approved by the council no later than the second Monday in July.

The budget does not include the Hannibal Free Public Library or the Hannibal Board of Public Works, as they operate independently and autonomously.

Staff has worked hard to prepare a transparent budget; that is, revenue and expenditure line items are disclosed in a format which shows revenue and expenditures by department. I want to thank the Finance Director and department heads for their work on the budget.

Budgeting remains challenging, as rippling aftereffects of the pandemic continue to disrupt the supply chain and inflation continues to impact the economy. With these unknowns, we continue to budget conservatively for General Fund and all other fund revenues. The increases in revenue do not currently keep up with the cost of inflation and the subsequent increases in operating and project expenses result in a projected FY25 General Fund deficit of ~\$348,000. While the FY25 deficit can be covered by General Fund reserve, this level of deficit is not sustainable.

Items of note include:

- **Park Fund** – The main projects for FY25 are the Central Park renovations, and Riverview Park Master Plan.
- **General Fund** – Revenues continue to be difficult to project due to supply chain issues and inflation. For expenditures, inflation has also negatively affected the operational costs for all departments. Additional impacts include increased costs for software services, including the new accounting software system, as well as an increase in cost for the County Assessor services for collection of real and personal property taxes.
- **Storm Water Funding** – ARPA and WRDA funds have been awarded to the City for storm water improvements under North Street/Mark Twain Avenue in the amount of \$8.5 million dollars. However, this does not address the many other storm water issues the community faces.
- **Streets** – The Street Department anticipates doing approximately \$750,000 of paving and focusing on the street striping program.

- This is the first year of implementation of the updated budgeting process, which moves the finalization of the budget up by a month, as outlined below:
 - Mid-January - Revenue projections and budgets to Department Heads
 - February - Meetings with Department Heads, Department Head budget submissions and budget review.
 - March - Electronic submission of proposed budget and Capital Improvement Plan to Council, first budget workshop, presentation of the CIP to the Planning and Zoning Commission
 - April - Budgets updated and electronically sent to Council, second budget workshop, and final version of the budget.
 - May - Public Hearing and 1st reading at the first Council Meeting and the final reading and adoption at the 2nd Council Meeting.

Because of the accelerated timing of the process, revenue and expense projections have already been impacted, resulting in revised budgetary numbers and a delay in the schedule.

Below are grants obtained under my tenure. It is important to keep in mind these funds have allowed the City to complete projects that otherwise would not have been possible but are not ongoing revenue streams.

Grant	Award Amount
WRDA Appropriation	\$ 3,500,000.00
MO DNR North Street	\$ 5,010,000.00
American Rescue Plan Act	\$ 3,194,919.12
Governor's Cost Share Grant (Lakeside Drive)	\$ 835,000.00
CDBG Grant (19-EM-04)	\$ 752,479.85
MO State Block Grant - Airport Runway Lights	\$ 638,118.00
Marion County CARES	\$ 531,652.00
MOSWIN Radios	\$ 406,787.00
Huckleberry Pond Grant - Land Water Conservation Fund	\$ 184,171.00
Show Me Strong	\$ 153,900.00
USDA Grant (Street Equipment)	\$ 115,500.00
MoDOT Airport Business Plan	\$ 75,000.00
USDA SCBA Grant	\$ 65,000.00
DHSA Thermal Imaging Camera Grant	\$ 43,635.14
MoDOT Aviation CARES Act	\$ 30,000.00
Promote Missouri Grant	\$ 20,625.00
Total	\$ 15,556,787.11

In keeping with our responsibility to be good stewards of taxpayer funds, we will continue to actively seek out potentially available grant funding to offset project costs when possible.

Please find the FY-2025 budget attached for consideration and review. There are some challenges ahead for Hannibal, such as the disposition of the former St. Elizabeth's Hospital. However, there are also many positives as evidenced by the renewal of the American Cruise Lines docking agreement, the TAP grant funding for sidewalk replacement near Eugene Field school, and upgrades to Central Park. I care deeply about this community and am proud to be a member of the staff.

Lisa Peck
City Manager

RESOLUTION NO. 2509-24

**A RESOLUTION OF THE CITY OF HANNIBAL, MISSOURI, APPROVING AND
ADOPTING THE FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM FOR THE
YEARS 2025-2029**

WHEREAS, the Planning and Zoning Commission reviewed the Five-Year Capital Improvement Program 2025-2029 at the public meeting held on March 21, 2024, and

WHEREAS, the Planning and Zoning Commission was in favor of the plan and recommends Council for approval of the Five-Year Capital Improvement Program 2025-2029

NOW THEREFORE BE IT RESOLVED BY THE CITY OF HANNIBAL, MISSOURI:

SECTION ONE: The City Council of the City of Hannibal hereby approves and adopts the Five-Year Capital Improvement Program 2025-2029 as submitted by the Planning and Zoning Commission.

SECTION TWO: This Resolution shall become effective immediately upon its adoption and approval.

ADOPTED this 21st day of May, 2024

APPROVED this 21st day of May, 2024

Barry Louderman , Mayor

ATTEST:

Melissa Cogdal, City Clerk

BILL NO. 24-014

ORDINANCE NO.

FIRST READING: 05.21.2024

SECOND READING:

**AN ORDINANCE APPROVING THE FISCAL YEAR 2024-2025 BUDGET AND
APPROPRIATING TO THE VARIOUS DEPARTMENTS, BOARDS, COMMISSIONS
AND AGENCIES OF THE CITY GOVERNMENT OF THE CITY OF HANNIBAL,
MISSOURI FOR THE FISCAL YEAR ENDING JUNE 30, 2025**

**NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
HANNIBAL, MISSOURI:**

SECTION ONE: The following sums, or as much as may be necessary, are hereby appropriated to the various departments, boards, commissions and agencies of the City Government of the City of Hannibal, Missouri for the fiscal year ending June 30, 2025, as set out herein:

GENERAL FUND

1. Executive Department and Miscellaneous Expense

A.	Executive, Council Control	355,974
B.	City Hall	115,400
C.	Election	24,000

2. Administrative Department

A.	Fire Department	2,687,675
B.	Police Department (includes Animal Control)	3,586,504
C.	Department of Public Works, including:	
1.	Department of Engineering	888,527
2.	Building Inspector	215,582
3.	Landfill	42,500

D.	Department of Revenue and Finance, including:	
1.	Collection	103,264
2.	Assessment	92,540
E.	Department of Accounts, Records and Payroll, included With Department of Budgets, and Purchases	266,846
F.	Law	116,000
G.	Municipal Court	193,151
H.	Insurance	2,635,468
I.	Internal Service and Audit Costs	2,051,739
J.	Emergency Management	51,414
L.	Airport	212,890
TOTAL GENERAL FUND		13,639,474
3.	Department of Parks and Recreation (Includes Marina, Ramp Park, Pool and Bear Creek)	2,609,531
4.	Downtown Flood TIF	0
5.	Police and Firemen Retirement Fund	2,558,631
6.	Unused Sick Leave	70,000
7.	Law Enforcement Training Fund	20,000
8.	Revolving Loan Fund	1,500
9.	Sales Tax Capital Fund	2,276,500
10.	Hospitalization Insurance Fund	4,407,164
11.	Dare Fund	12,000
12.	Investigation Fund	5,000

13.	HCVB Fund- Tourism/Convention	872,256
14.	Catastrophe Fund	20,000
15.	CDBG	0
16.	Infrastructure Tax Fund	2,050,000
17.	Riverfront Fund	40,000
18.	Capital Expenditures Fund	0
TOTAL All Other Funds		14,942,582
TOTAL APPROPRIATION – ALL CITY ENTITIES		\$ <u>28,582,056</u>

SECTION TWO: The fiscal year 2023/2024 budget is hereby approved and adopted in its entirety with the approval and adoption of this ordinance.

SECTION THREE: This ordinance shall be effective upon its adoption and approval for budget year 2023/2024.

SECTION FOUR: All ordinances or parts of ordinances in conflict herewith are hereby repealed.

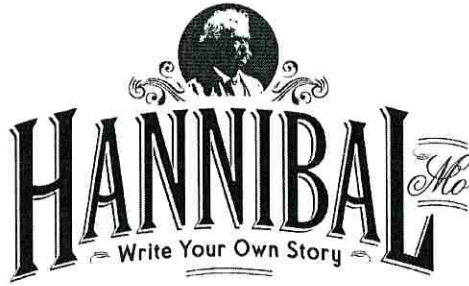
Adopted this ____ day of _____, 2024.

Approved this ____ day of _____, 2024.

Barry Louderman, Mayor

ATTEST:

Melissa Cogdal, City Clerk



MEMORANDUM

TO: Mayor, Barry Louderman and Members of City Council

CC: Lisa Peck, City Manager

FROM: Trisha O'Cheltree, Director of Conventions & Tourism

DATE: May 21, 2024

REGARDS: Molly Brown Home

Molly Brown Home

These are the current issues that need to be addressed immediately.

1. We have the presence of black mold in the entire structure. This must be treated before we open for the safety of our employees and visitors. The quote was \$8,442.36. This is not budgeted for FY 24 or 25. The costs of ongoing maintenance is unknown.
2. Inside the structure work needs to be done to drain the water coming in properly. The water is coming in under and over the 3rd foundation wall. This quote was \$12,138.00. This is not budgeted in FY24 or 25.
3. The outside needs trench work and materials to minimize the water coming in the structure. This has not been quoted yet. This is not budgeted for FY24 or 25.

My recommendation is that we immediately fix the mold issue so we can open for the season by using reserve funds as it is not budgeted.

My next recommendation is to plan to move the home to the city owned property downtown Main street where the Santa House currently sits. This way the maintenance would be minimal, we would become ADA accessible, not be fighting the water/mold issue daily and increase exposure and admissions to the home. As it sits now we are taking a loss of thousands of dollars every year before addressing the previously mentioned issues. With just the 2 items

Hannibal Convention & Visitors Bureau
925 Grand Ave.
Hannibal, Missouri 63401
573.221.2477
VisitHannibal.com

that have been quoted we are at \$20,580.36 and the price to move the home is \$38,800.00 My board has already voted in favor of the move.

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SERVPRO of Quincy | SERVPRO of Hannibal

2808 Ellington Rd.
Quincy, IL 62305
Office: 217-223-2993
Fax: 217-223-2983
FEIN: 26-2900495

Insured: Molly Brown House
Property: 600 Butler St
Hannibal, MO 63401

Cellular: (573) 221-2477
E-mail: tocheltree@visithannibal.com

Estimator: Tim Maguire
Company: SERVPRO of Quincy
Business: 2808 Ellington Road
Quincy, IL 62305

Business: (217) 223-2993
E-mail: servpro9649tm@gmail.com

Claim Number:

Policy Number:

Type of Loss:

Coverage	Deductible	Policy Limit
Dwelling	\$0.00	\$0.00
Other Structures	\$0.00	\$0.00
Contents	\$0.00	\$0.00

Date of Loss:

Date Received:

Date Inspected:

Date Entered: 5/10/2024 10:29 AM

Price List: MOKI8X_MAY24
Restoration/Service/Remodel
Estimate: MOLLY_BROWN_HOUSE

Depreciate Material:	Yes	Depreciate O&P:	No
Depreciate Non-material:	Yes	Depreciate Taxes:	Yes
Depreciate Removal:	No		



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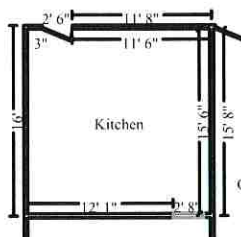
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MOLLY_BROWN_HOUSE

Main Level

Main Level

CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
Set-Up and Monitoring						
1. WTR	EQ	+ Equipment setup, take down, and monitoring (hourly charge)				
	1.5*2	3.00 HR	0.00+	56.52 =	0.00	169.56
Drying Equipment						
2. WTR	DHM>	+ Dehumidifier (per 24 hr period) - 70-109 ppd - No monitor.				
	2*3	6.00 EA	0.00+	75.47 =	0.00	452.82
Air Filtration Devices						
3. HMR	FHEPA	+ Add for HEPA filter (for negative air exhaust fan)				
	1	1.00 EA	0.00+	207.23 =	16.99	224.22
4. HMR	NAFAN	+ Negative air fan/Air scrubber (24 hr period) - No monit.				
	3	3.00 DA	0.00+	72.79 =	0.00	218.37
Personal Protective Equipment						
5. HMR	PPE+	+ Add for personal protective equipment - Heavy duty				
	2*2*2	8.00 EA	0.00+	39.81 =	28.19	346.67
Post Remediation Mold Test						
6. FEE	STEST	+ Post Mold Test				
	3	3.00 EA [*]	0.00+	125.00 =	0.00	375.00
Total: Main Level					45.18	1,786.64



Kitchen

Height: 6' 10"

402.47 SF Walls	236.38 SF Ceiling
638.85 SF Walls & Ceiling	236.38 SF Floor
26.26 SY Flooring	58.83 LF Floor Perimeter
61.50 LF Ceil. Perimeter	

Missing Wall - Goes to Floor

2' 8" X 6' 8"

Opens into BEDROOM

CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
Floor						
7. CLN	F-	+ Clean floor				
	F	236.38 SF [*]	0.00+	0.52 =	0.21	123.13
8. HMR	GRM	+ Apply anti-microbial agent to the floor				
	F	236.38 SF	0.00+	0.33 =	0.84	78.85



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2808 Ellington Rd.
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CONTINUED - Kitchen

CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
Walls						
9. HMR	HEPAVAC	+ HEPA Vacuuming - hourly charge				
	2	2.00 HR [*]	0.00+	76.07 =	0.00	152.14
10. CLN	AV	+ Clean the walls				
	W	402.47 SF [*]	0.00+	0.46 =	0.36	185.50
11. HMR	GRM	+ Apply anti-microbial agent to the walls				
	W	402.47 SF	0.00+	0.33 =	1.42	134.24
Ceiling						
12. HMR	HEPAVAC	+ HEPA Vacuuming - hourly charge				
	2	2.00 HR [*]	0.00+	76.07 =	0.00	152.14
13. CLN	AV	+ Clean the ceiling				
	C	236.38 SF [*]	0.00+	0.46 =	0.21	108.94
14. HMR	GRM	+ Apply anti-microbial agent to the ceiling				
	C	236.38 SF	0.00+	0.33 =	0.84	78.85
Totals: Kitchen					3.88	1,013.79



Gallery

Height: 6' 10"

461.25 SF Walls	194.53 SF Ceiling
655.78 SF Walls & Ceiling	194.53 SF Floor
21.61 SY Flooring	67.50 LF Floor Perimeter
67.50 LF Ceil. Perimeter	

CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
Floor						
15. CLN	F-	+ Clean floor				
	F	194.53 SF [*]	0.00+	0.52 =	0.17	101.33
16. HMR	GRM	+ Apply anti-microbial agent to the floor				
	F	194.53 SF	0.00+	0.33 =	0.69	64.88
Walls						
17. HMR	HEPAVAC	+ HEPA Vacuuming - hourly charge				
	2	2.00 HR [*]	0.00+	76.07 =	0.00	152.14

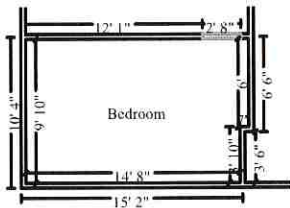


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CONTINUED - Gallery

CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
18. CLN	AV	+ Clean the walls				
	W	461.25 SF [*]	0.00+	0.46 =	0.41	212.59
19. HMR	GRM	+ Apply anti-microbial agent to the walls				
	W	461.25 SF	0.00+	0.33 =	1.63	153.84
Ceiling						
20. HMR	HEPAVAC	+ HEPA Vacuuming - hourly charge				
	2	2.00 HR [*]	0.00+	76.07 =	0.00	152.14
21. CLN	AV	+ Clean the ceiling				
	C	194.53 SF [*]	0.00+	0.46 =	0.17	89.65
22. HMR	GRM	+ Apply anti-microbial agent to the ceiling				
	C	194.53 SF	0.00+	0.33 =	0.69	64.88
Totals: Gallery					3.76	991.45



Bedroom

Height: 6' 10"

325.03 SF Walls	147.74 SF Ceiling
472.76 SF Walls & Ceiling	147.74 SF Floor
16.42 SY Flooring	47.50 LF Floor Perimeter
50.17 LF Ceil. Perimeter	

Missing Wall - Goes to Floor

2' 8" X 6' 8"

Opens into KITCHEN

CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
Floor						
23. CLN	F-	+ Clean floor				
	F	147.74 SF [*]	0.00+	0.52 =	0.13	76.95
24. HMR	GRM	+ Apply anti-microbial agent to the floor				
	F	147.74 SF	0.00+	0.33 =	0.52	49.27
Walls						
25. HMR	HEPAVAC	+ HEPA Vacuuming - hourly charge				
	2	2.00 HR [*]	0.00+	76.07 =	0.00	152.14
26. CLN	AV	+ Clean the walls				
	W	325.03 SF [*]	0.00+	0.46 =	0.29	149.80



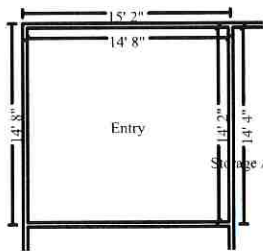
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CONTINUED - Bedroom

CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
27. HMR	GRM	+ Apply anti-microbial agent to the walls				
	W	325.03 SF	0.00+	0.33 =	1.15	108.41
Ceiling						
28. HMR	HEPAVAC	+ HEPA Vacuuming - hourly charge				
	2	2.00 HR [*]	0.00+	76.07 =	0.00	152.14
29. CLN	AV	+ Clean the ceiling				
	C	147.74 SF [*]	0.00+	0.46 =	0.13	68.09
30. HMR	GRM	+ Apply anti-microbial agent to the ceiling				
	C	147.74 SF	0.00+	0.33 =	0.52	49.27
Totals: Bedroom					2.74	806.07
Total: Main Level					55.56	4,597.95

Basement



Entry

Height: 8'

461.33 SF Walls
669.11 SF Walls & Ceiling
23.09 SY Flooring
57.67 LF Ceil. Perimeter

207.78 SF Ceiling
207.78 SF Floor
57.67 LF Floor Perimeter

CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
Floor						
31. CLN	F-	+ Clean floor				
	F	207.78 SF [*]	0.00+	0.52 =	0.18	108.23
32. HMR	GRM	+ Apply anti-microbial agent to the floor				
	F	207.78 SF	0.00+	0.33 =	0.74	69.31
Walls						
33. HMR	HEPAVAC	+ HEPA Vacuuming - hourly charge				
	2	2.00 HR [*]	0.00+	76.07 =	0.00	152.14
34. CLN	AV	+ Clean the walls				
	W	461.33 SF [*]	0.00+	0.46 =	0.41	212.62

**CONTINUED - Entry**

6' 2"

5' 8"

4' 2"

4' 4"

1' 1"

6' 0"

5' 2"

11' 4"

106 sq ft

Bathroom

Fireplace

Height: 8'

CAT	SEL	ACT DESCRIPTION				TAX	TOTAL
	CALC	QTY	REMOVE	REPLACE			
Floor							
39. CLN	F-		+ Clean floor				
	F	109.56 SF	[*]	0.00+	0.52 =	0.10	57.07
40. HMR	GRM		+ Apply anti-microbial agent to the floor				
	F	109.56 SF		0.00+	0.33 =	0.39	36.54
Walls							
41. HMR	HEPAVAC		+ HEPA Vacuuming - hourly charge				
	2	2.00 HR	[*]	0.00+	76.07 =	0.00	152.14
42. CLN	AV		+ Clean the walls				
	W	400.00 SF	[*]	0.00+	0.46 =	0.35	184.35
43. HMR	GRM		+ Apply anti-microbial agent to the walls				
	W	400.00 SF		0.00+	0.33 =	1.42	133.42
Ceiling							

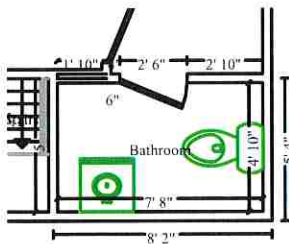


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CONTINUED - Storage Area/Room

CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
44. HMR	HEPAVAC	+ HEPA Vacuuming - hourly charge				
	2	2.00 HR [*]	0.00+	76.07 =	0.00	152.14
45. CLN	AV	+ Clean the ceiling				
	C	109.56 SF [*]	0.00+	0.46 =	0.10	50.50
46. HMR	GRM	+ Apply anti-microbial agent to the ceiling				
	C	109.56 SF	0.00+	0.33 =	0.39	36.54
HVAC						
47. CLN	FRFA>	+ Clean furnace - forced air - Large				
	1	1.00 EA [*]	0.00+	111.70 =	0.07	111.77
Totals: Storage Area/Room					2.82	914.47



Bathroom

Height: 8'

200.00 SF Walls	37.06 SF Ceiling
237.06 SF Walls & Ceiling	37.06 SF Floor
4.12 SY Flooring	25.00 LF Floor Perimeter
25.00 LF Ceil. Perimeter	

CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
Floor						
48. CLN	F-	+ Clean floor				
	F	37.06 SF [*]	0.00+	0.52 =	0.03	19.30
49. HMR	GRM	+ Apply anti-microbial agent to the floor				
	F	37.06 SF	0.00+	0.33 =	0.13	12.36
Walls						
50. HMR	HEPAVAC	+ HEPA Vacuuming - hourly charge				
	2	2.00 HR [*]	0.00+	76.07 =	0.00	152.14
51. CLN	AV	+ Clean part of the walls				
	W-32	168.00 SF [*]	0.00+	0.46 =	0.15	77.43
52. HMR	GRM	+ Apply anti-microbial agent to the walls				
	W	200.00 SF	0.00+	0.33 =	0.71	66.71
53. WTR	PNLS	- Tear out wet paneling, bag for disposal - Cat 3				
	32	32.00 SF [*]	1.01+	0.00 =	0.25	32.57

MOLLY_BROWN_HOUSE

5/10/2024

Page: 7

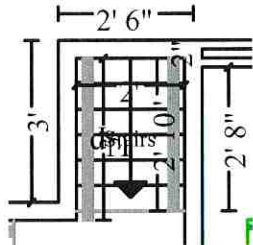


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CONTINUED - Bathroom

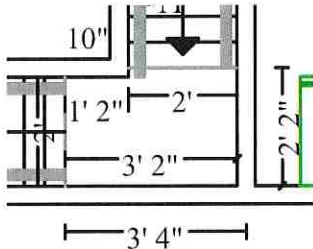
CAT	SEL	ACT DESCRIPTION	REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY				
54. CLN	STD	+ Clean stud wall				
	32	32.00 SF [*]	0.00+	1.14 =	0.06	36.54
Ceiling						
55. HMR	HEPAVAC	+ HEPA Vacuuming - hourly charge				
	2	2.00 HR [*]	0.00+	76.07 =	0.00	152.14
56. CLN	AV	+ Clean the ceiling				
	C	37.06 SF [*]	0.00+	0.46 =	0.03	17.08
57. HMR	GRM	+ Apply anti-microbial agent to the ceiling				
	C	37.06 SF	0.00+	0.33 =	0.13	12.36
Totals: Bathroom					1.49	578.63



Stairs

Height: 17'

118.49 SF Walls	5.67 SF Ceiling
124.15 SF Walls & Ceiling	15.17 SF Floor
1.69 SY Flooring	11.85 LF Floor Perimeter
7.83 LF Ceil. Perimeter	



Subroom: Landing (2)

Height: 12' 6"

81.25 SF Walls	6.67 SF Ceiling
87.92 SF Walls & Ceiling	6.67 SF Floor
0.74 SY Flooring	6.50 LF Floor Perimeter
6.50 LF Ceil. Perimeter	

Missing Wall

2' X 12' 6"

Opens into STAIRS

Missing Wall

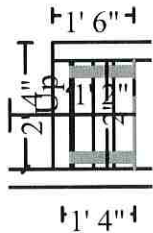
2' X 12' 6"

Opens into STAIRS2



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Subroom: Stairs2 (1)

Height: 12' 6"

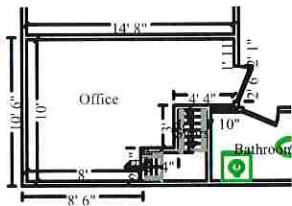
24.82 SF Walls	2.33 SF Ceiling
27.15 SF Walls & Ceiling	12.33 SF Floor
1.37 SY Flooring	6.07 LF Floor Perimeter
2.33 LF Ceil. Perimeter	

Missing Wall

2' X 12' 6"

Opens into LANDING

CAT	SEL	ACT DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
Floor							
58. CLN	F-	+ Clean floor					
	F		34.17 SF [*]	0.00+	0.52 =	0.03	17.80
59. HMR	GRM	+ Apply anti-microbial agent to the floor					
	F		34.17 SF	0.00+	0.33 =	0.12	11.40
Walls							
60. HMR	HEPAVAC	+ HEPA Vacuuming - hourly charge					
	2		2.00 HR [*]	0.00+	76.07 =	0.00	152.14
61. CLN	AV	+ Clean the walls					
	W		224.55 SF [*]	0.00+	0.46 =	0.20	103.49
62. HMR	GRM	+ Apply anti-microbial agent to the walls					
	W		224.55 SF	0.00+	0.33 =	0.79	74.89
Ceiling							
63. HMR	HEPAVAC	+ HEPA Vacuuming - hourly charge					
	2		2.00 HR [*]	0.00+	76.07 =	0.00	152.14
64. CLN	AV	+ Clean the ceiling					
	C		14.67 SF [*]	0.00+	0.46 =	0.01	6.76
65. HMR	GRM	+ Apply anti-microbial agent to the ceiling					
	C		14.67 SF	0.00+	0.33 =	0.05	4.89
Totals: Stairs						1.20	523.51



Office

Height: 8'

397.00 SF Walls	118.11 SF Ceiling
515.11 SF Walls & Ceiling	118.11 SF Floor
13.12 SY Flooring	49.33 LF Floor Perimeter
49.33 LF Ceil. Perimeter	

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CAT	SEL	ACT DESCRIPTION		REMOVE	REPLACE	TAX	TOTAL
	CALC	QTY					
Floor							
66. CLN	F-		+ Clean floor				
	F	118.11 SF	[*]	0.00+	0.52 =	0.10	61.52
67. HMR	GRM		+ Apply anti-microbial agent to the floor				
	F	118.11 SF		0.00+	0.33 =	0.42	39.40
Walls							
68. HMR	HEPAVAC		+ HEPA Vacuuming - hourly charge				
	2	2.00 HR	[*]	0.00+	76.07 =	0.00	152.14
69. CLN	AV		+ Clean the walls				
	W	397.00 SF	[*]	0.00+	0.46 =	0.35	182.97
70. HMR	GRM		+ Apply anti-microbial agent to the walls				
	W	397.00 SF		0.00+	0.33 =	1.41	132.42
Ceiling							
71. HMR	HEPAVAC		+ HEPA Vacuuming - hourly charge				
	2	2.00 HR	[*]	0.00+	76.07 =	0.00	152.14
72. CLN	AV		+ Clean the ceiling				
	C	118.11 SF	[*]	0.00+	0.46 =	0.10	54.43
73. HMR	GRM		+ Apply anti-microbial agent to the ceiling				
	C	118.11 SF		0.00+	0.33 =	0.42	39.40
Totals: Office						2.80	814.42
Total: Basement						12.19	3,844.41
Line Item Totals: MOLLY_BROWN_HOUSE						67.75	8,442.36

Grand Total Areas:

2,871.64 SF Walls	1,065.81 SF Ceiling	3,937.44 SF Walls and Ceiling
1,085.31 SF Floor	120.59 SY Flooring	380.25 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	377.83 LF Ceil. Perimeter
1,085.31 Floor Area	1,162.00 Total Area	2,524.75 Interior Wall Area
1,612.64 Exterior Wall Area	192.17 Exterior Perimeter of Walls	
0.00 Surface Area	0.00 Number of Squares	0.00 Total Perimeter Length
0.00 Total Ridge Length	0.00 Total Hip Length	



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Summary for Dwelling

Line Item Total	8,374.61
Material Sales Tax	67.75
	<hr/>
Replacement Cost Value	\$8,442.36
Net Claim	\$8,442.36
	<hr/> <hr/>

Tim Maguire



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Recap of Taxes

	Material Sales Tax (8.85%)	Manuf. Home Tax (8.85%)	State Food Tax (1.225%)	Local Food Tax (4.625%)
Line Items	67.75	0.00	0.00	0.00
Total	67.75	0.00	0.00	0.00



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Recap by Room

Estimate: MOLLY_BROWN_HOUSE

Area: Main Level	1,741.46	20.79%
Kitchen	1,009.91	12.06%
Gallery	987.69	11.79%
Bedroom	803.33	9.59%
<hr/>		
Area Subtotal: Main Level	4,542.39	54.24%
<hr/>		
Area: Basement		
Entry	1,009.50	12.05%
Storage Area/Room	911.65	10.89%
Bathroom	577.14	6.89%
Stairs	522.31	6.24%
Office	811.62	9.69%
<hr/>		
Area Subtotal: Basement	3,832.22	45.76%
<hr/>		
Subtotal of Areas	8,374.61	100.00%
<hr/>		
Total	8,374.61	100.00%

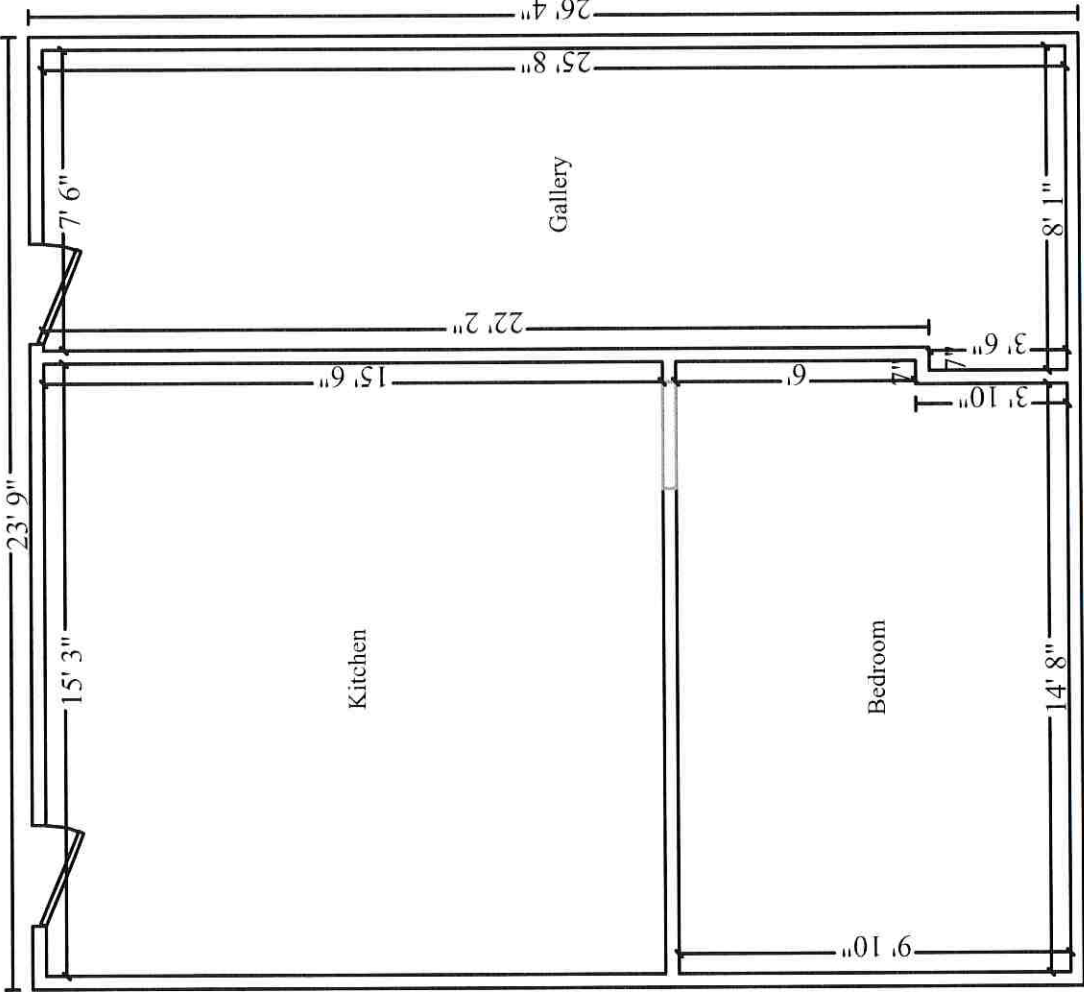


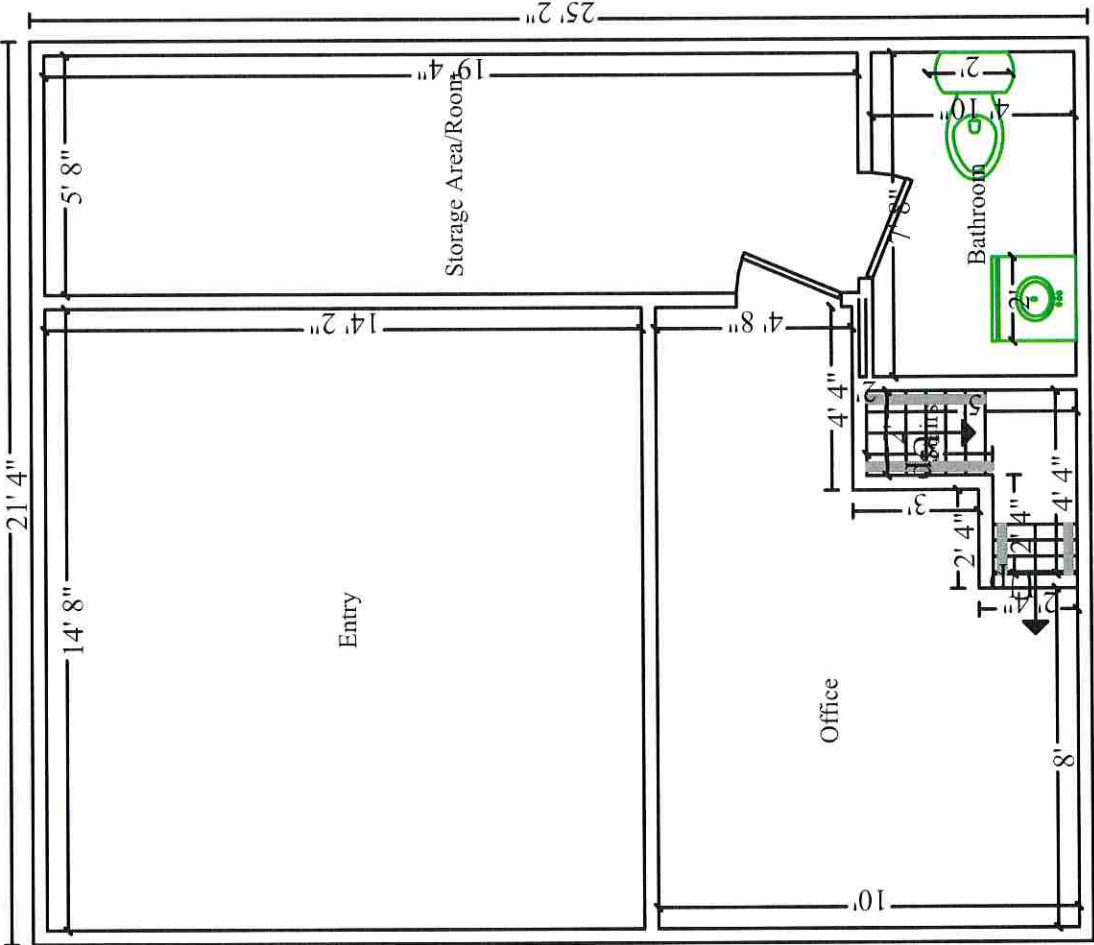
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Recap by Category

Items	Total	%
CLEANING	2,509.07	29.72%
GENERAL DEMOLITION	32.32	0.38%
PERMITS AND FEES	375.00	4.44%
HAZARDOUS MATERIAL REMEDIATION	4,835.84	57.28%
WATER EXTRACTION & REMEDIATION	622.38	7.37%
Subtotal	8,374.61	99.20%
Material Sales Tax	67.75	0.80%
Total	8,442.36	100.00%







3130 Old Farm Lane, Suite 1
Commerce Twp., MI 48390

877-665-3373

Laboratory Report

Prepared Exclusively For:

Servpro of Quincy
Tim Maguire
2808 Ellington Rd
Quincy, IL 62305
217-223-2993
servpro9649tm@gmail.com



Project: Molly Brown House - 600 Butler, Hannibal, MO

Project # 0177 Lab # E205332

Report Date: 05/10/2024

Sampled: 05/08/2024

Received: 05/09/2024

Analyzed: 05/10/2024



Report Prepared For: Servpro of Quincy
Project Name: Molly Brown House - 600 Butler, Hannibal, MO
Project Number: 0177
Report Date: 05/10/2024
Lab Number: E205332

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1 Laboratory Report Summary

- *Statement from laboratory as to whether elevated mold conditions may exist based on sample comparison.*

2 Laboratory Results

- *Laboratory results from the samples collected at the site.*

3 Spore Trap Comparison Chart

- *Side by side comparison of air samples sorted by organism identified.*

4 Sample Comparison Graph

- *Graphical comparison of air samples sorted by organism identified.*

5 Background Comparison Graph

- *Graphical comparison of air samples sorted by sample location.*

6 Understanding Laboratory Results

- *Detailed summary of how to understand the analytical results from the samples including interpretive guidelines.*

7 Sample Identification Definitions

- *Information about the organisms identified in the samples analyzed.*

8 Glossary of Terms

- *Definitions of frequently used terms.*

9 Warranties, Legal Disclaimers, and Limitations



Report Prepared For: Servpro of Quincy
Project Name: Molly Brown House - 600 Butler, Hannibal, MO
Project Number: 0177
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1 - Laboratory Report Summary

Were elevated mold level(s) found in the indoor air?

YES

Which air samples were elevated?

Sample 2 - Basement

Sample 3 - Upper Level

Generally, mold spores are present everywhere. As a general rule, "normal" air mycoflora is qualitatively similar and quantitatively lower than that of outdoor air. When the converse is true, it is likely that an indoor source of mold may exist. However, even this most basic rule may produce misleading results. Airborne mold spores levels vary widely due to factors such as weather conditions and activity levels. For example, in a "normal" home, indoor mold spore levels may be elevated above outdoor spore levels after vacuuming (when airborne indoor levels could be unusually high) or after a heavy snow (when outdoor levels could be unusually low).

IMS Laboratory used the above general rule to reach the Laboratory Report Summary conclusion without physically inspecting the property. **This conclusion did not take into account surface mold samples analyzed (lift tape, bulk or swab samples) and non-living space air samples (e.g. samples from crawl spaces, attics, HVAC systems, or garages).** Please consult with the indoor air quality professional who inspected the property and collected the samples to help determine whether the conclusion presented above is accurate and to provide a complete and better understanding of the results in this report as they relate to the property inspected.



Report Prepared For: Servpro of Quincy
Project Name: Molly Brown House - 600 Butler, Hannibal, MO
Project Number: 0177
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Lab Number: E205332

2 - Laboratory Results

Location: Outside

Sample # E205332 - 1

Medium Type: AllergencoD
Serial # 5885370
Exposure: 15.00 l/min. for 10.00 min.
Total Volume: 150.00 liters
Reporting Limit: 27 Spores/cu. m

*NOTE: Estimated raw counts on
Asco spores and Basidio spores.*

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Basidiospores	2,510	66,900	79.59%
Asco spores	612	16,300	19.39%
Cladosporium	27	720	0.86%
Ganoderma	2	53	0.06%
Pen/Asp group	2	53	0.06%
Tetraploa	1	27	0.03%
Total Fungi	3,154	84,100	100.00%
- Other -			
Pollen	2	53	100.00%

Background Item	Level
Dust / Debris	Low
Opaque Particles	Very Low

Location: Basement

Sample # E205332 - 2

Medium Type: AllergencoD
Serial # 5885467
Exposure: 15.00 l/min. for 5.00 min.
Total Volume: 75.00 liters
Reporting Limit: 53 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Basidiospores	221	11,800	78.96%
Pen/Asp group	46	2,450	16.39%
Asco spores	8	427	2.86%
Cladosporium	2	107	0.72%
Smuts/Periconia/Myxomycetes	2	107	0.72%
Ganoderma	1	53	0.35%
Total Fungi	280	14,900	100.00%
- Other -			
Hyphal Fragment	1	53	50.00%
Pollen	1	53	50.00%
Total Other	2	106	100.00%

Background Item	Level
Dust / Debris	Medium
Hyphal Fragments	Very Low
Opaque Particles	Very Low



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Location: Upper Level

Sample # E205332 - 3

Medium Type: AllergencoD
Serial # 5885368
Exposure: 15.00 l/min. for 5.00 min.
Total Volume: 75.00 liters
Reporting Limit: 53 Spores/cu. m

Sample Identification	Raw Count	Spores/cu. m	Percent(%)
- Fungi -			
Basidiospores	65	3,470	85.55%
Pen/Asp group	10	533	13.14%
Ascospores	1	53	1.31%
Total Fungi	76	4,060	100.00%

Background Item	Level
Dust / Debris	Low
Opaque Particles	Very Low

Location: Bathroom Wall

Sample # E205332 - 4

Medium Type: Tape Lift
Serial # 230572

Sample Identification	Prevalence
- Fungi -	
Stachybotrys	Present on 76 - 100% of sample area.
Pen/Asp group	Present on 26 - 50% of sample area.
Basidiospores	Present on less than 5% of sample area.
Chaetomium	Present on less than 5% of sample area.

Background Item	Level
Dust / Debris	Low
Hyphal Fragments	Medium
Opaque Particles	Very Low

Analytic Methods and Formulas:

Calculated results may include one more significant figure than is mathematically justified in order to accommodate the client's needs.

IMS Analytical Method: 2.6.1 (method for analyzing abundant organisms tape lift).

IMS Laboratory Analytical Method: 2.2 (method for analyzing spore trap). Counting and identification performed at 600X magnification.

Spores per cubic meter is determined by: $\text{Total Spore Count} \times 4000 / (\text{sampling rate} \times \text{sampling time})$.

Note that this report may use mold-specific units of measure, such as Spores/cu. m and CFU/cu. m, for Sample Identifications which are not mold. Examples include pollen, fabric and fiberglass fibers, insect particles, and ash. In this context, "CFU" and "Spore" refer to individual pieces of the identified material. For Background Items, the Levels are defined thus: "Very Low" is present on less than 5% of sample area; "Low" is present on 6%-25% of sample area; "Medium" is present on 26%-50% of sample area; "High" is present on 51%-75% of sample area; "Very High" is present on 76%-100% of sample area.



IMS Laboratory

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Lab Number: E205332

IMS Laboratory, LLC is accredited through the AIHA LAP and participates in Environmental Microbiology Proficiency Testing, EMPAT #172958. Data is provided in compliance with AIHA LAP policy modules and ISO/IEC 17025:2017 guidelines.



Kathryn C. Langley

05/10/2024

Kathryn C. Langley, Laboratory Manager



Report Prepared For: Servpro of Quincy
Project Name: Molly Brown House - 600 Butler, Hannibal, MO
Project Number: 0177
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3 - Spore Trap Comparison Chart

SAMPLING LOCATIONS

- 1: Outside
- 2: Basement
- 3: Upper Level

Spores per Cubic Meter

Mold Name \ Location #	1	2	3
<i>Alternaria</i>			
<i>Arthrinium</i>			
Ascospores	16,300	427	53
Basidiospores	66,900	11,800	3,470
<i>Bipolaris / Drechslera group</i>			
<i>Chaetomium</i>			
<i>Cladosporium</i>	720	107	
<i>Curvularia</i>			
<i>Erysiphe/Oidium</i>			
<i>Fusarium</i>			
<i>Ganoderma</i>	53	53	
Mitospores			
Pen/Asp group	53	2,450	533
<i>Pithomyces</i>			
<i>Polythrincium</i>			
Rust			
<i>Smuts/Periconia/Myxomycetes</i>		107	
<i>Stachybotrys</i>			
<i>Stemphylium</i>			
Tetraploa	27		
<i>Torula</i>			
Unknown Fungi			
FUNGAL TOTAL	84,100	14,900	4,060
Hyphal Fragment		53	
Pollen	53	53	

Please refer to the Laboratory Results section for additional details.

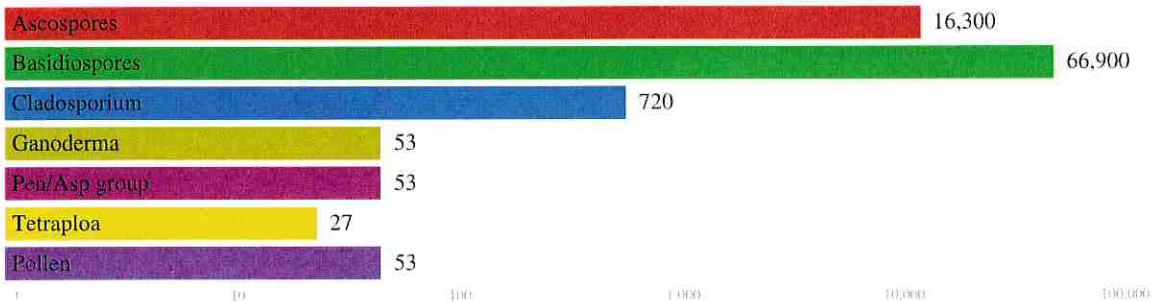


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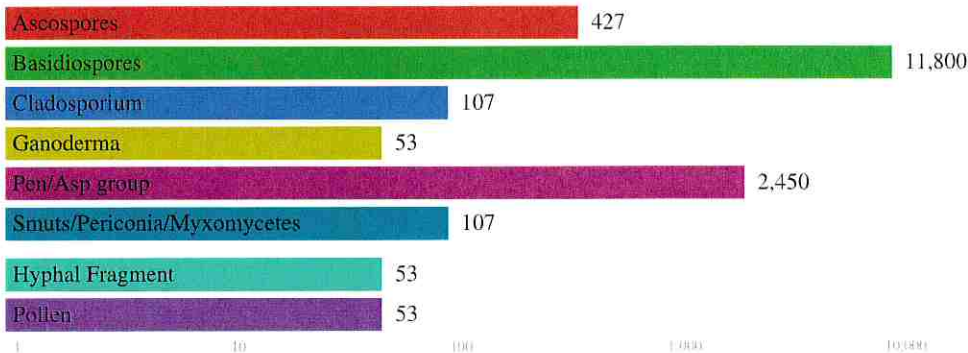
4 - Sample Comparison Graph

Spore Trap Samples - Spores per Cubic Meter

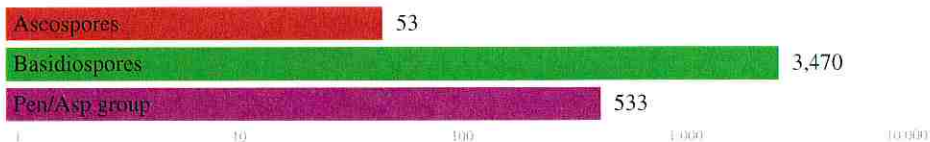
Outside



Basement



Upper Level





IMS Laboratory

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5 - Background Comparison Graph

Spore Trap Samples - Spores per Cubic Meter

Ascospores



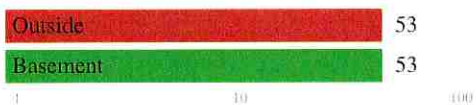
Basidiospores



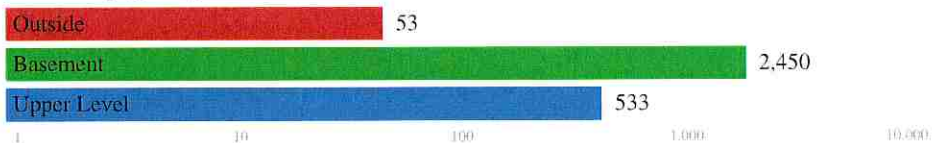
Cladosporium



Ganoderma



Pen/Asp group



Smuts/Periconia/Myxomycetes



Tetraploa

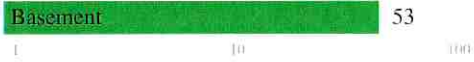




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Spore Trap Samples - Spores per Cubic Meter

Hyphal Fragment



Pollen





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6 - Understanding Laboratory Results

Laboratory findings must only be considered as part of an overall mold investigation. The interpretation of the findings must only be made by a qualified individual after reviewing all relevant data. Visual information and environmental conditions measured during the site assessment are crucial to any final interpretation of the results. A very good reference book which covers sampling and data interpretation has been published by The American Conference of Governmental and Industrial Hygienists and is entitled *Bioaerosols: Assessment and Control*, 1999.

Numerical guidelines cannot be used as the primary determinant as to whether a mold problem may exist. Concentrations of mold in the air will vary depending on weather conditions, building air flow, time of day and time of year. Comparisons between indoor and outdoor mold levels, types of mold found, visual information and environmental conditions are more important in interpreting results than reliance on specific numeric thresholds.

In *Indoor Air Quality in Office Buildings: A Technical Guide*, Health Canada, Revised 1995 (Pages 49-50), Health Canada set forth guidelines which can be used to better understand air testing results. The guidelines included these general principles. Significant numbers of certain pathogenic fungi should not be present in indoor air (e.g. *Aspergillus fumigatus*, *Histoplasma*, and *Cryptococcus*). Bird or bat droppings in air intakes, ducts or rooms should be assumed to contain these pathogens. The persistent presence of significant numbers of toxigenic fungi (e.g. *Stachybotrys atra*, toxigenic *Aspergillus*, *Penicillium* and *Fusarium* species) indicate that further investigation and action should be taken. The confirmed presence of one or more fungal species occurring as a significant percentage of a sample in indoor air samples and not similarly present in concurrent outdoor samples is evidence of a fungal amplifier. The "normal" air mycoflora is qualitatively similar and quantitatively lower than that of outdoor air. The significant presence of fungi in humidifiers and diffuser ducts and on moldy ceiling tiles and other surfaces requires investigation and remedial action regardless of the airborne mold concentrations.

Generally, mold spores are present everywhere. As a general rule, "normal" air mycoflora is qualitatively similar and quantitatively lower than that of outdoor air. When the converse is true, it is likely that an indoor source of mold may exist. However, even this most basic rule may produce misleading results. Airborne mold spore levels vary widely due to factors such as weather conditions and activity levels. For example, in a "normal" home, indoor mold spore levels may be elevated above outdoor spore levels after vacuuming (when airborne indoor levels could be unusually high) or after a heavy snow (when outdoor levels could be unusually low).



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Surface Sampling primarily identifies the types and relative proportions of mold on a surface. Viable surface sampling will identify living mold, while nonviable surface sampling will identify all mold (but cannot distinguish between living or dead mold). Surface sampling may confirm that a substance is mold or identify the types of mold present on the surface. Because mold is everywhere, there is a high probability that a surface sample from a "clean" surface will still identify mold on that surface.

There are currently no state or federal standards or guidelines regarding results of fungal samples. There are no levels, which are typical or permissible. There are no recommended exposure limits, no permissible exposure limits, no threshold limit values and no short term exposure limits.

These guidelines are not intended, nor should they be used, for health evaluation purposes or to evaluate the safety of an occupied space. A physician should be consulted regarding health and/or safety questions.



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7 - Sample Identification Definitions

Ascospores

A large group of spores that are very ubiquitous in nature. They are frequently found in the air after a rain. Most ascospores are plant pathogens; a small portion have been known to cause infection in humans but are identified separately.

Found in these Sample Locations: (1) Outside (2) Basement (3) Upper Level

Basidiospores

A large group of spores that are very ubiquitous in nature. They are released from mushrooms, shelf fungi, puffballs, and a variety of other macro fungi. Basidiospores may be allergenic to those with seasonal allergies.

Found in these Sample Locations: (1) Outside (2) Basement (3) Upper Level (4) Bathroom Wall

Chaetomium

A type of ascospore commonly isolated from soil. It is found on a variety of substrates including decomposing plant material and wood, dung, straw, and damp or water-damaged cellulose (e.g. paper on drywall). As a moisture-indicator fungi, Chaetomium only grows when the substrate has a current or previous severe moisture problem. There are over 100 documented species of Chaetomium, several of which are reported to be toxigenic; if not speciated, the genus Chaetomium should be assumed to be toxigenic. It has been known to cause systemic, cerebral, cutaneous, subcutaneous, and pulmonary infections, though usually only in the immunocompromised.

Found in these Sample Locations: (4) Bathroom Wall

Cladosporium

One of the most commonly identified outdoor fungi. It is often found indoors in numbers less than outdoors. Cladosporium is also found on decaying plants and food, straw, paint, and textiles. It is generally regarded to be allergenic and can be a cause of extrinsic asthma (immediate type hypersensitivity: Type I). Cladosporium has been reported in cases of skin lesions, keratitis, onychomycosis, sinusitis, and pulmonary infections.

Found in these Sample Locations: (1) Outside (2) Basement



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Ganoderma

A type of basidiospore from a genus of mushrooms known as shelf mushrooms or bracket fungi, which grow on wood. These spores may be allergenic to those with seasonal allergies.

Found in these Sample Locations: (1) Outside (2) Basement

Hyphal Fragment

A tubular filament which is the vegetative, nutrient-absorbing portion of the fungus.

Found in these Sample Locations: (2) Basement

Pen/Asp group

The spores of the genera *Penicillium*, *Aspergillus*, and *Trichoderma* are quite similar when viewed under a microscope and are grouped together under the heading Pen/Asp. *Penicillium* species are among the most common fungi found in indoor environments, particularly basements. Certain species may cause infections of the eye, external ear, respiratory system, and urinary tract. Some species of *Aspergillus* are parasitic on insects, plants, and animals including humans. All *Aspergillus* species are allergenic. Various species can cause extrinsic asthma, pulmonary emphysema, opportunistic infections of the ears and eyes, and severe pulmonary infections. Some species of *Penicillium*, *Aspergillus*, and *Trichoderma* produce mycotoxins which may be associated with diseases in humans and animals. Several toxins are considered potential human carcinogens. The genus *Trichoderma* has been reported to cause infections in immunocompromised individuals, patients undergoing dialysis, and individuals with chronic kidney failure or chronic lung disease.

Found in these Sample Locations: (1) Outside (2) Basement (3) Upper Level (4) Bathroom Wall

Pollen

Pollen are coarse to fine particles/grains produced by various trees, weeds, and grasses. For individuals with seasonal allergies, pollen is often the causative agent.

Found in these Sample Locations: (1) Outside (2) Basement

Smuts/Periconia/Myxomycetes

A group of plant pathogens with similar morphology. They are commonly found in the outdoor environment in soil and on wood, grasses, cereal crops, and flowering plants. Myxomycete spores are considered to cause Type 1 allergies (hay fever and asthma).

Found in these Sample Locations: (2) Basement



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Stachybotrys

A fungus naturally found on decaying plant and tree material. In the indoor environment, it grows on building material with a high cellulose and water content and a low nitrogen content (e.g. wet drywall). There are over 20 documented species of *Stachybotrys*, and at least two are reported to be toxigenic; if not speciated, the genus *Stachybotrys* should be assumed to be toxigenic. Specifically, it can produce the mycotoxin trichothecene (Satratoxin H), which is poisonous upon inhalation. Individuals with chronic exposure to the toxin produced by this fungus reported cold and flu symptoms, sore throats, diarrhea, headaches, fatigue, dermatitis, intermittent local hair loss, and general malaise. The toxin may suppress the immune system, affecting the lymphoid tissue and the bone marrow. It is also reported to be a liver and kidney carcinogen. Effects by absorption of the toxin in the human lung are known as pneumomycosis. Areas with relative humidity above 55% are subject to temperature fluctuations and are ideal for toxin production. *Stachybotrys* is rarely found in outdoor samples. It is usually difficult to find in indoor air samples unless it is physically disturbed.

Found in these Sample Locations: (4) Bathroom Wall

Tetraploa

Found on leaf bases and stems just above the soil on many kinds of plants and trees.

Found in these Sample Locations: (1) Outside



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8 - Glossary of Terms

Agar ~

A gelatinous medium used for growing microorganisms (e.g. mold, yeast, and bacteria).

Colony ~

A group of hyphae (filaments) of the same type of microorganism growing together. A colony can be seen with the naked eye.

Colony Forming Unit (CFU) ~

A unit of measure describing the number of colonies present in or on a surface of a sample.

Exposure ~

The exposure refers to the quantity of a sample collected for laboratory analysis. With reference to air tests, the exposure is determined by multiplying the flow rate of the collection device by the length of time the device was operating.

Fungus (fungi, pl) ~

Fungi are a form of life (eukaryotic) which can range from unicellular to filamentous. Fungi lack chlorophyll and absorb nutrients. Fungi can reproduce by sexual, asexual, or both means. Mold is a type of fungi.

Hypha (hyphae, pl) / hyphal fragment ~

Hypha is the tubular filament which is the vegetative, nutrient absorbing portion of the fungus.

Isolate (verb, Microbiology) ~

To obtain or extract a microorganism from an environment or mixed culture.

Mold ~

A very large group of microscopic fungi. Most are filamentous organisms and produce spores that can be air-, water-, or insect-borne. Mold can be a common trigger for allergies. For people who are sensitive to mold, exposure can cause symptoms such as nasal stuffiness, eye irritation, or wheezing. People with serious allergies to mold may have more severe reactions. Severe reactions may occur among workers exposed to large amounts of molds in occupational settings. People with chronic illnesses, such as obstructive lung disease, may develop mold infections in their lungs. Mold growth in the home can be slowed by keeping humidity levels below 50% and ventilating showers and cooking areas.



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Mycotoxin ~

A substance produced by fungi which can be toxic to man and/or animals.

Opaque particle ~

Opaque particles are dark, non-biological, debris through which light will not pass.

Petri Dish ~

A dish containing agar for the culturing of microorganisms (e.g. fungi or bacteria).

Raw Count ~

The number of particles counted by an analyst during the examination of specimen.

Reporting Limit (RL) ~

The reporting limit (RL) is the limit of detection for an analyte that can be reliably reported by using a given analytical method. The RL is dependent on the time and volume of sampling.

Sample Medium ~

The sample medium refers to the type of test conducted (e.g. swab, spore trap air test, tape lift, etc.).

Serial Number ~

A manufacturer's specific identification code on a test medium (e.g. spore trap or tape lift).

Spore ~

A propagule/structure produced by fungi as a means of reproduction, survival, and dissemination. Spores can be single cellular or multicellular.

Spore Trap ~

A Spore trap is a collection device (or media) used to capture airborne spores and other airborne particulates. Spore traps are analyzed by microscopic means and do not distinguish between viable and non-viable cells.

Too Numerous To Count (TNTC) ~

TNTC is used to denote specimens in which a type of organism is present at an extremely high level or has grown together so that individual colonies cannot be distinguished.

Toxigenic fungi ~

Toxigenic fungi are fungi capable of producing toxic substances.



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9 - Warranties, Legal Disclaimers, and Limitations

IMS's scope of accreditation through the AIHA LAP is for the following FoT(s) / Method(s): Fungal Air - Culturable (SOP 2.4 Cultured Air Sample Reporting); Fungal Bulk - Culturable (SOP 2.5); Fungal Surface - Culturable (SOP 2.5); Fungal Air - Direct Examination (SOP 2.2 and 2.3); Fungal Bulk - Direct Examination (SOP 2.6); and Fungal Surface - Direct Examination (SOP 2.1).

The study and understanding of molds is a progressing science. Because different methods of sampling, collection and analysis exist within the indoor air quality industry, different inspectors or analysts may not always agree on the mold concentrations present in a given environment. Additionally, the airborne levels of mold change frequently and by large amounts due to many factors including activity levels, weather, air exchange rates (indoors), and disturbance of growth sites. It is possible for report interpretations and ranges of accuracy to vary since comprehensive, generally accepted industry standards do not currently exist for indoor air quality inspections of mold in residential indoor environments. This report is intended to provide an analysis based upon samples taken at the site at the time of the inspection. Mold levels can and do change rapidly, especially if home building materials or contents remain wet for more than 24 hours, or if they are wet frequently. This report is not intended to provide medical or healthcare advice. All allergy or medical-related questions and concerns, including health concerns relating to possible mold exposure, should be directed to a qualified physician. If this report indicates indoor mold levels that are higher than in typical indoor living spaces relative to the outdoor environment, or indicates any findings that are of concern to you, further evaluation by a trained mold professional or a Certified Industrial Hygienist (CIH) may be advisable.

Results pertain only to the samples tested as received by IMS. Unless otherwise noted in the body of this report the condition of samples upon receipt was acceptable. Blank samples are reported in the same manner as all other samples. The results are not corrected for contamination.

This report is generated by IMS at the request of, and for the exclusive use of, the IMS client named on this report. Project Name, Project Number, Sampling Date, Sampling Locations and Exposure times and rates have been provided to IMS by the client, and may affect the validity of the results. The analysis of the test samples is performed by IMS. This report applies only to the samples taken at the time, place and location referenced in the report and received by IMS, and to the property and weather conditions existing at that time only. Please be aware, however, that property conditions, inspection findings and laboratory results can and do change over time relative to the original sampling due to changing conditions, the normal fluctuation of airborne mold, and many other factors. IMS does not furnish, and has no responsibility for, the inspector or inspection service that performs the inspection or collects the test samples. It is the responsibility of the end-user of this report to select a properly trained professional to conduct the



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inspection and collect appropriate samples for analysis and interpretation. Neither IMS, nor its affiliates, subsidiaries, suppliers, employees, agents, contractors and attorneys ("IMS related party") are able to make and do not make any determinations as to the safety or health condition of a property in this report. The client and client's customer are solely responsible for the use of, and any determinations made from, this report, and no IMS related party shall have any liability with respect to decisions or recommendations made or actions taken by either the client or the client's customer based on the report.

Samples analyzed by IMS are disposed the day that they are analyzed. Storage may be available for a fee with written request at the time the samples are submitted for analysis.

IMS hereby expressly disclaims any and all representations and warranties of any kind or nature, whether express, implied or statutory, related to the testing services or this report including, but not limited to, damages for loss of profit or goodwill regardless of the negligence (either sole or concurrent) of IMS and whether IMS has been informed of the possibility of such damages, arising out of or in connection with IMS's services or the delivery, use, reliance upon or interpretation of test results by client or any third party. In no event will IMS be liable for any special, indirect, incidental, punitive, or consequential damages of any kind regardless of the form of action whether in contract, tort (including negligence), strict product liability or otherwise, arising from or related to the testing services or this report.

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- End of Lab Report Number E205332 -