

1. Budget Ways & Means Agenda

Documents:

[BUDGET WAYS AND MEANS AGENDA 11 08 21.PDF](#)

- 1.1. Budget Ways & Means Minutes 11 08 21

Documents:

[BUDGET WAYS AND MEANS MINUTES 11 08 21.PDF](#)

2. Budget Ways & Means Packet

Documents:

[BUDGET WAYS AND MEANS PACKET 11 08 21.PDF](#)

--NOTICE OF MEETING--
COMMITTEE ON BUDGET/WAYS & MEANS
MONDAY, NOVEMBER 08, 2021
5:30 P.M.
CITY COUNCIL CHAMBERS, CITY HALL
326 GRANT ST., CARTHAGE, MISSOURI
--TENTATIVE AGENDA--

CITIZENS PARTICIPATION

(Citizens wishing to speak should notify Department Head or Committee Chairman in advance)

OLD BUSINESS

1. Consideration and approval of minutes from previous meeting.
2. Consider and discuss a Resolution Amending the 2021 - 2022 Annual Operating and Capital Budget for the City of Carthage.

NEW BUSINESS

1. Staff Reports.
2. Other Business.

ADJOURNMENT

PERSONS WITH DISABILITIES WHO NEED SPECIAL ASSISTANCE CALL 417-237-7000 (VOICE) OF 1-800-735-2466(TDD VIA RELAY MISSOURI) AT LEAST 24 HOURS PRIOR TO MEETING.

POSTED: _____

BY: _____

BUDGET WAYS & MEANS COMMITTEE
MONDAY, NOVEMBER 8, 2021 5:30 P.M.
CITY HALL COUNCIL CHAMBERS

MEMBERS PRESENT: Alan Snow, Ed Barlow and Juan Topete. Ray West was absent.

OTHER COUNCIL MEMBERS PRESENT: Ceri Otero, David Armstrong, and Craig Diggs

OTHERS STAFF PRESENT: City Administrator Tom Short, Assistant City Administrator Greg Dagnan and City Clerk Traci Cox

Mr. Snow called the meeting to order at 5:30 P.M.

OLD BUSINESS:

1. Approval of minutes from previous meeting:

Mr. Topete made a motion to approve the minutes for the previous Budget Meeting. Motion carried 3-0.

2. Consider and discuss a Resolution Amending the 2021 – 2022 Annual Operating and Capital Budget for the City of Carthage.

Mr. Short discussed the Hazel Street Improvement Project and the Garrison Avenue Construction Project which necessitated a budget adjustment. Mr. Topete moved to forward the budget adjustment Resolution to council for approval. Motion carried.

NEW BUSINESS:

1. Staff Reports.

Mr. Short reported on sales tax revenues, financial reports, discussions with Baker Tilly regarding revenue bonds and general obligations bonds for Garrison Street bridge improvements and Baker Street improvements and a Zoom meeting with Baker Tilly regarding use of ARPA funds.

2. Other Business.

ADJOURNMENT: The meeting adjourned at 5:56 PM on motion by Mr. Topete.

Respectfully submitted,
Traci Cox

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POSTED: _____

BY: _____

BUDGET WAYS & MEANS COMMITTEE
MONDAY, OCTOBER 11, 2021 5:30 P.M.
CITY HALL COUNCIL CHAMBERS

MEMBERS PRESENT: Alan Snow, Ed Barlow and Juan Topete. Ray West was absent.

OTHERS PRESENT: City Administrator Tom Short, City Clerk Traci Cox, Fire Chief Roger Williams, Council Members Ed Barlow and Ceri Otero and Abi Almandinger and Bren Flanigan.

Mr. Snow called the meeting to order at 5:30 P.M.

OLD BUSINESS:

1. **Approval of minutes from previous meeting:** Mr. Topete made a motion to approve the minutes for the previous Budget Meeting. Motion carried 3-0.
2. **Consider and discuss engagement of Baker Tilly: Proposed Municipal Advisory Services – Consulting Services Related to the American Rescue Plan (“ARPA”).** *“Attached is an updated proposal supplied by our Financial Advisors which includes an Engagement letter and the Scope of Services to assist the City in Compliance and Reporting requirements under, and related to the American Rescue Plan Act (“ARPA”). Also included is correspondence regarding possible changes requested by the City. As the ARPA program will be in existence and continue over a number of years, it was felt that it was to the City’s advantage to hire a consultant to help monitor and advice on the program. The consulting fees for this program are an allowable expense of ARPA funds under the guidelines. This will also be forwarded to the Council for first reading at the October 12, 2021 Council meeting so we can expedite the process as quickly as possible to coincide with the ARPA Budget Calendar.”*

Mr. Short explained the contract has a not-to-exceed clause of \$15,000. Mr. Topete moved to send the contract to Council for approval. Motion carried.

NEW BUSINESS:

1. **Staff Reports.**
 - a. **Sales Tax Report;** included is the Sales Tax Report for October 2021. The report indicates that the positive trend we had seen is continuing. October’s receipts for the 1% General Fund was up 4.4% from last year.
 - b. **Budget Reports September:** As of the date and time this packet was distributed, the unaudited monthly budget reports for September 2021, including the **Summary Unaudited Revenue & Expenditure Report, the Unaudited Revenue & Expenditure Report for the Departments and the Non-departmental Report, and the Pooled Investment Report,** were still being processed. The intent is to bring the reports, etc., to the meeting when they are available and report on them.
 - c. In addition to reviewing the City **utilization figures for the Group Health plan,** Traci met with Beimdick Insurance Agency (BIA) about our **Health Insurance**

policy renewal. They visited about an Anthem renewal. Traci asked BIA to go back to Anthem and negotiate further regarding possible reductions concerning premiums. They have been able to negotiate with Anthem to tentatively receive a slightly more than a 2% (2.45%) increase in our renewal rate for January 2022.

This is a tentative number and is awaiting finalization from Anthem. We budgeted a 7% increase for the Fiscal 21-22 Budget. When the rate is finalized, it will go to CIAC and the Council for finalization. Traci can report further on this at the meeting.

- d. The **Economic Development Committee** met a couple of weeks ago. There is on-going interest in Myers Park property. The Committee discussed possible allocation of land based on revenues generated and possible subdivision of existing land to accommodate potential development. This will be reported on further at the meeting.
- e. Public Works reported that they are still awaiting receipt of proper files regarding the 2020 Census and the City' re-districting needs. It was mentioned that the City needs to complete its work before candidates begin filing for office in January.

Mr. Short reported on sales tax revenues, financial reports, Myers Park interest, census redistricting, possible purchase of the Salvation Army building, and delay of use tax expenditures until the next fiscal year. Ms. Cox reported on employee health insurance utilization and renewal rates.

2. Other Business.

ADJOURNMENT: The meeting adjourned at 6:01 PM on motion by Mr. Barlow.

Respectfully submitted,
Traci Cox

RESOLUTION NO. _____

A RESOLUTION PROVIDING AUTHORIZATION OF AMENDING THE APPROPRIATION OF FUNDS FROM THE ANNUAL OPERATING AND CAPITAL BUDGET OF THE CITY OF CARTHAGE, MISSOURI FOR THE MYERS PARK AND PUBLIC FACILITIES FUNDS.

WHEREAS, the City of Carthage has, by ordinance, adopted its Annual Operating and Capital budget for the fiscal year ending June 30, 2022; and

WHEREAS, the City periodically needs to adjust its Annual Operating and Capital budgets for a variety of business related reasons; and

WHEREAS, the necessity of conducting City business in an efficient and timely manner sometimes does not lend itself to amending the budget by ordinance; and

WHEREAS, an ordinance amending the budget will be presented for Council consideration prior to the end of the fiscal year; and

WHEREAS, the Budget Ways & Means Committee has, or will consider all requested budget adjustments prior to Council consideration of an ordinance amending the budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI, THE MAYOR CONCURRING HEREIN, AS FOLLOWS:

That the City Council hereby authorizes a supplemental appropriation of funds from the City's Annual Operating and Capital budget for the fiscal year ending June 30, 2022 as follows, and directs a budget adjustment ordinance be prepared and submitted to the Council for future action:

1. **Myers Park Fund**: The City of Carthage's 2021 - 2022 Myers Park Fund Budget is hereby amended to reflect a supplemental appropriation in an amount not to exceed \$349,563 to the Transfer from Other Funds line item, for a supplemental appropriation to the Capital Outlay line item for the Garrison Ave. Construction Project – Fairlawn to Airport - from a transfer from the Public Facilities Fund.
2. **Public Facilities Fund**: The City of Carthage's 2020 - 2021 Budget for the Public Facilities Fund is hereby amended to reflect supplemental appropriations not to exceed \$349,563 to the Transfer to Other Funds line item (to the Myers Park Fund for construction of the Garrison Ave. Construction Project); and an amount not to exceed \$126,214 for the Capital Projects line item (for change orders for the Hazel Street improvement project) from the unassigned fund balance.

PASSED AND APPROVED THIS _____ DAY OF _____, 2021.

Dan Rife, Mayor

ATTEST:

Traci Cox, City Clerk

Sponsored by: Budget Ways & Means Committee



**ANDERSON
ENGINEERING**
EMPLOYEE OWNED

ae-inc.com
1745 S. Garrison Ave.
Carthage, MO 64836
417-358-9551

October 26, 2021

Mr. Zeb Carney
Director of Public Works
623 East 7th Street
Carthage, MO 64836

RE: Garrison Avenue Stormwater & Street Widening
Carthage, Missouri

Dear Mr. Carney:

The bids for the above referenced project have been reviewed and tabulated. It is the recommendation of this office to accept the bid from Sprouls Construction Co., Inc. of Lamar, Missouri in the amount of \$700,828.00.

Attached is a copy of the bid tab for your review.

Sincerely,

Jason Eckhart, P.E.

cc: Sprouls Construction Co., Inc.

NOTICE OF AWARD00501

TO: Sprouls Construction Co., Inc.
397 W. Hwy. DD
Lamar, Missouri 64759

PROJECT Description: Garrison Avenue Stormwater & Street Widening, Carthage, Missouri.

The OWNER has considered the BID submitted by you for the above-described WORK in response to its Invitation to Bid dated September 23, 2021 and Instructions to Bidders.

You are hereby notified that you BID has been accepted in the amount of Seven Hundred Thousand Eight Hundred Twenty-Eight and no/100 Dollars (\$700,828.00).

You are required by the Instructions to Bidders to execute the Agreement and furnish the required CONTRACTORS PERFORMANCE BOND, PAYMENT BOND and CERTIFICATES OF INSURANCE within fourteen (14) consecutive calendar days from the date of this Notice to you.

If you fail to execute said Agreement and to furnish said BONDS and INSURANCE CERTIFICATES within fourteen (14) consecutive calendar days from the date of this Notice, said OWNER will be entitled to consider all your rights arising out of the OWNER'S acceptance of your BID as abandoned and as a forfeiture of your BID BOND. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE OF AWARD to the OWNER.

Dated this _____ day of _____, 20____.

City of Carthage

By: _____

Title: Mayor

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged by this the _____ day of _____ 20____.

By _____

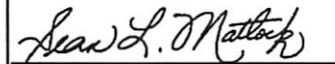
Title _____

BID TABULATION
GARRISON AVENUE STORMWATER & STREET WIDENING
CARTHAGE, MISSOURI

Bid Opening: October 19, 2021 @ 10 a.m.

SPROULS CONSTRUCTION, INC.						EMERY SAPP AND SONS, INC.	
397 W. HWY. DD						5350 E. STATE HWY. AA	
LAMAR, MO 64759						SPRINGFIELD, MO 65803	
Item No.	Description	No. Units	Unit	Unit Price	Extended Total	Unit Price	Extended Total
1	MOBILIZATION	1	LS	\$ 48,000.00	\$ 48,000.00	\$ 95,737.01	\$ 95,737.01
2	SEEDING & MULCH	0.60	AC	\$ 9,000.00	\$ 5,400.00	\$ 6,207.75	\$ 3,724.65
3	REMOVAL OF IMPROVEMENTS	1	LS	\$ 35,000.00	\$ 35,000.00	\$ 107,118.77	\$ 107,118.77
4	RELOCATE SIGN/MAILBOX	5	EA	\$ 250.00	\$ 1,250.00	\$ 824.74	\$ 4,123.70
5	15" RCP	48	LF	\$ 60.00	\$ 2,880.00	\$ 103.15	\$ 4,951.20
6	24" RCP	144	LF	\$ 80.00	\$ 11,520.00	\$ 130.31	\$ 18,764.64
7	36" RCP	1655	LF	\$ 150.00	\$ 248,250.00	\$ 175.84	\$ 291,015.20
8	PRECAST CONCRETE CURB INLETS 4'X4'	17	EA	\$ 3,800.00	\$ 64,600.00	\$ 5,250.07	\$ 89,251.19
9	PRECAST CONCRETE CURB INLETS 7'X4'	2	EA	\$ 5,000.00	\$ 10,000.00	\$ 6,038.81	\$ 12,077.62
10	CONCRETE DRIVEWAY ENTRANCES, 7" THICK W/ BASE ROCK	233	SY	\$ 86.00	\$ 20,038.00	\$ 166.83	\$ 38,871.39
11	STANDARD CURB & GUTTER W/ 6" BASE ROCK	2132	LF	\$ 31.00	\$ 66,092.00	\$ 32.02	\$ 68,266.64
12	3" MAXIMUM DEPTH MILL	2327	SY	\$ 3.50	\$ 8,144.50	\$ 4.70	\$ 10,936.90
13	3" ASPHALTIC CONCRETE SURFACE COURSE	148	TONS	\$ 94.00	\$ 13,912.00	\$ 94.65	\$ 14,008.20
14	2" ASPHALTIC CONCRETE SURFACE COURSE	384	TONS	\$ 85.00	\$ 32,640.00	\$ 91.64	\$ 35,189.76
15	4" ASPHALTIC CONCRETE BASE	287	TONS	\$ 85.00	\$ 24,395.00	\$ 93.01	\$ 26,693.87
16	6" COMPACTED CRUSHED STONE BASE	1315	SY	\$ 15.00	\$ 19,725.00	\$ 12.54	\$ 16,490.10
17	6" COMPACTED EARTH (100% MIN. DENSITY)	1315	SY	\$ 10.00	\$ 13,150.00	\$ 6.93	\$ 9,112.95
18	PRIME COAT	270	GAL	\$ 3.15	\$ 850.50	\$ 5.47	\$ 1,476.90
19	LIQUID ASPHALT TACK COAT (SURFACE COURSE)	300	GAL	\$ 2.50	\$ 750.00	\$ 5.47	\$ 1,641.00
20	CLASS 3 EXCAVATION	2738	CY	\$ 10.00	\$ 27,380.00	\$ 9.94	\$ 27,215.72
21	UNCLASSIFIED EXCAVATION	614	CY	\$ 14.00	\$ 8,596.00	\$ 19.00	\$ 11,666.00
22	COMPACTED EMBANKMENT	321	CY	\$ 16.00	\$ 5,136.00	\$ 6.37	\$ 2,044.77
23	WATER LINE LOWERING, 6" DIAMETER	1	EA	\$ 5,500.00	\$ 5,500.00	\$ 8,202.88	\$ 8,202.88
24	MANHOLE RIM ADJUSTMENT	3	EA	\$ 1,500.00	\$ 4,500.00	\$ 709.94	\$ 2,129.82
25	HIGH BUILD ACRYLIC WATERBORNE PAVEMENT MARKING PAINT	2733	LF	\$ 1.00	\$ 2,733.00	\$ 0.86	\$ 2,350.38
26	TURN ARROW (HIGH BUILD ACRYLIC WATERBORNE PAVEMENT MARKING PAINT)	11	EA	\$ 200.00	\$ 2,200.00	\$ 199.53	\$ 2,194.83
27	STOP BAR (HIGH BUILD ACRYLIC WATERBORNE PAVEMENT MARKING PAINT)	63	LF	\$ 2.00	\$ 126.00	\$ 2.00	\$ 126.00
28	INLET CHECK (SAND BAG SEDIMENT TRAP)	17	EA	\$ 200.00	\$ 3,400.00	\$ 79.81	\$ 1,356.77
29	SILT FENCE	2132	LF	\$ 5.00	\$ 10,660.00	\$ 3.33	\$ 7,099.56
30	TRAFFIC CONTROL	1	LS	\$ 4,000.00	\$ 4,000.00	\$ 6,820.98	\$ 6,820.98
TOTAL BID AMOUNT					\$ 700,828.00		\$ 920,659.40

This is to certify that at 10:00 A.M. on October 19, 2021, at the office of the City of Carthage City Hall, Carthage, Missouri, the bids tabulated herein were publicly opened, read aloud and checked. The totals are correct as to additions and extensions.


 Sean Matlock, P.E.
 Anderson Engineering, Inc.

CHANGE ORDER NO. 1

Garrison Avenue, Carthage MO

Oct 19th, 2021 10:00 AM

Incl. Addendum 1 & 2

	Item	No. Units	Unit	Unit Price	Extended Price
1	Mob	1	LS	48,000.00	48,000.00
2	Seed & Mulch	0.6	Acre	9,000.00	5,400.00
3	Removal of Improvements.	1	LS	35,000.00	35,000.00
4	Relocate signs/mailboxes	5	Ea	250.00	1,250.00
5	15" RCP	0	LF	60.00	-
5.1	15" HDPE	48		47.00	2,256.00
6	24" RCP	0	Lf	80.00	-
6.1	24" HDPE	144		74.00	10,656.00
7	36"RCP	40	LF	150.00	6,000.00
7.1	36" HDPE	1615	LF	130.00	209,950.00
8	Precast curb inlet 4x4	17	Ea	3,800.00	64,600.00
9	Precast curb inlet 7x4	2	Ea	5,000.00	10,000.00
10	Concrete driveway entrances 7" thick with base	233	SY	86.00	20,038.00
11	standard curb and gutter with 6" base	2132	LF	31.00	66,092.00
12	3" asphalt mill	2327	SY	3.50	8,144.50
13	3" asphalt surface course	148	Tons	94.00	13,912.00
14	2" asphalt surface course	384	Tons	85.00	32,640.00
15	4" asphalt base course	287	Tons	85.00	24,395.00
16	6" compacted crushed stone base	1315	SY	15.00	19,725.00
17	6" compacted earth (100% density)	1315	SY	10.00	13,150.00
18	Prime coat	270	GAL	3.15	850.50
19	Liquid asphalt tack coat (surface course)	300	GAL	2.50	750.00
20	Class 3 excavation	2738	CY	10.00	27,380.00
21	Unclassified excavation	614	CY	14.00	8,596.00
22	Compacted embankment	321	CY	16.00	5,136.00
23	Water line lowering 6" diameter	1	Ea	5,500.00	5,500.00
24	Manhole rim adjustment	3	Ea	1,500.00	4,500.00
25	High build acrylic waterborne pavement Marking p	2733	LF	1.00	2,733.00
26	Turn arrow high build waterborne pavement markin	11	Ea	200.00	2,200.00
27	Sstop bar (same paint)	63	LF	2.00	126.00
28	Inlet check (sand bag sediment trap)	17	Ea	200.00	3,400.00
29	Silt fence	2132	LF	5.00	10,660.00
30	Traffic control	1	LS	4,000.00	4,000.00

New Total	667,040.00
Original bid	700,828.00
Deduct	33,788.00

Change Order No.

3

Owner: City of Carthage
 Contractor: Sprouls Construction, Inc.
 Contract Date: June 22, 2021

Project: Hazel St. Roadway Improvements
 Carthage, Missouri
 Date: October 27, 2021

This change order is issued to authorize a change in the scope of contractual obligations and to revise the contract price in accordance thereof. The following items are hereby deducted or added to the contract:

Description and Reason for Change:

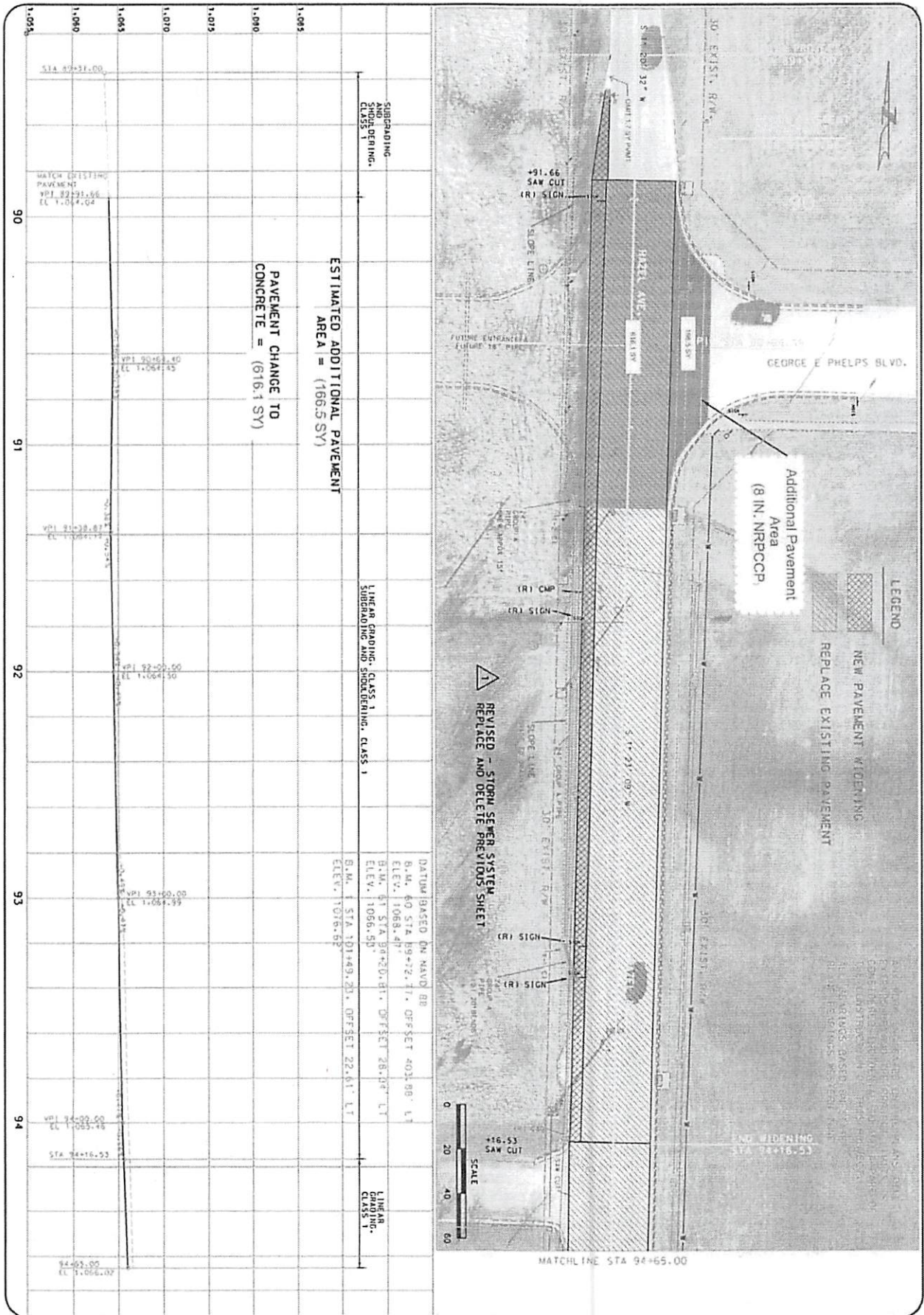
4039905	Underrun - The City made an administrative decision to substitute 8 inch concrete pavement for the planned 4 inch asphalt pavement at the intersection of George Phelps Blvd and Hazel Street. The City also decided to add additional pavement along George Phelps Blvd. See the attached drawing for details.
CO3-1 (5021308)	Extra Work - Settlement of costs based upon the agreed price of \$68.00 per square yard. See reason for item 4039905.
This change order is also to extend the contract completion date to accommodate the additional work as outlined in change orders No. 1, No. 2, and No. 3, and due to utility delays and weather delays encountered to date. The current contract completion date of November 1, 2021 is hereby revised to a new contract completion date of December 31, 2021 .	

Item No.	Description	Unit	Original Units	Add or Deduct Units	Revised Total Units	Unit Price	Extended Total
4039905	MISC. - 4 IN. FIBER REINFORCED ASPHALTIC PAVEMENT (PG64-22, BP-1)	SY	5672.9	-617.8	5055.1	\$ 18.00	\$ (11,120.40)
CO3-1 (5021308)	CONCRETE PAVEMENT (8 IN. NON-REINFORCED, 15 FT. JOINTS)	SY	0	782.6	782.6	\$ 68.00	\$ 53,216.80
Total Amount							\$ 42,096.40

Original Contract Amount	\$ 470,093.50
Net ADD, per Change Order No. 3	\$ 42,096.40
Net ADD, per Change Order No. 2	\$ 6,915.00
Net ADD, per Change Order No. 1	\$ 6,955.00
Revised Contract Amount, per Change Order No. 3	\$ 526,059.90

The terms of Settlement outlined above are hereby agreed to.

Accepted by Contractor: Sprouls Construction, Inc.	
By _____ Dwight Sprouls	Date: _____
Accepted by Engineer: Anderson Engineering, Inc.	
By <u>Kevin K. Marti</u> Kevin Marti, P.E.	Date: 10/27/2021
Accepted by Owner: City of Carthage	
By _____ Dan Rife, Mayor	Date: _____



SHEET NUMBER
04

PLAN SHEET
HAZEL AVE. ROADWAY IMPROVEMENTS
(SHEET 004)

SEC 16, T28N, R31W
CARTHAGE, MISSOURI

NO.	DESCRIPTION	BY	DATE	FIELD BY	DATE
1	RE-SIZED STORM SYSTEM	WJ/BJT		CHECK BY	
2				DATE	
3				FIELD BOOK	
4				JOB NUMBER	

DRAWING INFO:

DATE: 04/14/2014

BY: WJ/BJT

CHECK BY:

DATE:

FIELD BOOK:

JOB NUMBER:

ANDERSON ENGINEERING
EMPLOYEE OWNED

ENGINEERS - SURVEYORS - LABORATORIES - DRILLING
1100 N. LAMAR AVE. - CARTHAGE, MISSOURI 64836 - (417) 368-0001

IF A SEAL IS PRESENT ON THIS SHEET IT HAS BEEN ELECTRONICALLY SEALED AND DATED.