

1. Agenda

Documents:

[CITY COUNCIL AGENDA 01 28 20.PDF](#)

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[CITY COUNCIL MINUTES 01 28 20.PDF](#)

3. Meeting Materials

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[COUNCIL PACKET 01 28 20.PDF](#)

**COUNCIL AGENDA
CITY OF CARTHAGE, MISSOURI
TUESDAY, JANUARY 28, 2020
6:30 P.M. – COUNCIL CHAMBERS**

1. Call to Order
2. Invocation
3. Pledge of Allegiance to Flag
4. Calling of the Roll
5. Reading and Consideration of Minutes of Previous Meeting
6. Presentations/Proclamations

- Career and Technical Education (CTE) Month

7. Public Comments

(Each person addressing the Council shall state their name and address or the organization or firm represented and is limited to no more than five (5) minutes. The time may be extended by the chair if deemed necessary. Once a person has had their say on a particular issue they are not permitted to once again speak on the issue unless called to answer any further questions by the Council or Chair)

8. Reports of Standing Committees
9. Reports from Special Committees and Board Liaisons
10. Report of the Mayor
11. Reports/Remarks of Councilmembers
(Each Councilmember is limited to no more than two (2) minutes. The time may be extended by the Chair if deemed necessary. Once a Councilmember has had their say on a particular issue they are not permitted to once again speak on the issue unless permitted by the Chair)
12. Administrative Reports
13. Report of Claims Presented Against the City
14. Public Hearings
15. Old Business

- **C.B. 19-50** – An Ordinance annexing certain adjacent territory into the City of Carthage, Jasper County, Missouri. (Planning, Zoning & Historic Preservation)

16. New Business
17. Mayor's Appointments
18. Resolutions

- **Resolution 1893** – A Resolution providing for the formal acceptance of a donation by the City Council of the City of Carthage, Missouri pursuant to city policy. (Public Services)
- **Resolution 1894** – A Resolution providing for the formal acceptance of a donation by the City Council of the City of Carthage, Missouri pursuant to city policy. (Public Safety)

19. Closing Comments
20. Executive Session

MINUTES OF THE MEETING OF THE CITY COUNCIL
CITY OF CARTHAGE, MISSOURI
January 28, 2020

The Carthage City Council met in regular session on the above date at 6:30 P.M. in the City Hall Council Chambers with Mayor Dan Rife presiding. Fire Chief Roger Williams gave the invocation and Police Chief Greg Dagnan led the flag salute.

The following Council Members answered roll call: James Harrison, Ray West, David Armstrong, Ceri Otero, Darren Collier, Kirby Newport and Ed Barlow. Council Members Juan Topete, Mike Daugherty, and Alan Snow were absent. City Administrator Tom Short and City Attorney Nate Dally were present.

The following Department Heads were present: Police Chief Greg Dagnan, Fire Chief Roger Williams, Public Works Director Zeb Carney, Parks & Recreation Director Mark Peterson and City Clerk Traci Cox.

Mr. Armstrong made a motion, seconded by Mr. Newport, to approve the minutes of the January 23, 2020 Council Meeting. Motion carried unanimously.

Mayor Dan Rife read a proclamation declaring February as the Career and Technical Education (CTE) month.

During Citizen's Participation Period: Abi Almandinger, Executive Director for Vision Carthage, encouraged Council and staff to submit an application for the HGTV Hometown Takeover contest. Spencer Lyons, 1507 James, spoke against the Pit Bull Ban, also known as Breed Specific Ban, and gave ideas for a compromise including having the animals chipped and leash laws. Jessica Adams representing Checkett and Pauley discussed support for the annexation and the Schreiber Foods project. She requested Mayor Rife not sign CB 19-50, if approved, until the real estate transaction is complete or veto the Council Bill if necessary.

Mr. Collier reported the Budget, Ways and Means Committee is between meetings with the next meeting scheduled for February 10.

Ms. Otero reported the Committee on Insurance/Audit and Claims met on this date in the Council Chambers and approved the claims.

Mr. Harrison reported the Public Safety Committee met on January 27. Mr. Harrison made a motion, seconded by Mr. Collier, to approve the closure of 7th Street between Garrison & Lyon and Lyon between 7th Street and Chestnut for Food Truck Friday on April 10, May 8, June 12, July 10, August 14 and September 11 from 7 a.m. to 9 p.m. Motion carried. A group was present to discuss repealing the pit bull ban in the City of Carthage, but no action was taken. Mr. Harrison made a motion, seconded by Mr. Collier, to approve closure of the 800 block of Main Street between Chestnut & 9th Street and 9th Street between Main Street & Lyon from 7am to 3pm and also Chestnut between Main & Lyon from 12pm to 3pm and allow vehicles to back into parking spaces

on Chestnut in the closed areas. In the event of inclement weather, the street closures would be the 800 block of Main between the main building & the Lighthouse building from 6:00am to 3:00pm, 9th Street between Main & Lyon from 6:00am to 3:00pm. In addition, Chestnut Street between Lyon & Main from noon to 3:00pm. The community event is 7:30am to 3:00pm. The CPD will also provide barricades for the event. Motion carried. The committee approved a donation of \$10,000 that will be used for unbudgeted items. It is being presented in Resolution 1894. The committee approved a contract with Morris Strom to provide preventative maintenance to the Nexedge Radio System and its components at a rate of \$1,500 per month and also declared a 2016 Ford Utility police car valued at \$300 as surplus and approved to sign it over to Carthage R9 for use by the Tech Center Law Enforcement Program. These items will be brought to the February 11 Council Meeting for approval.

Mr. Harrison reported the Public Services Committee met on January 21. The committee discussed findings from Waters Edge Aquatic Design and how to move forward with the project. The committee decided to provide the data to the Master Plan consultants to incorporate the feasibility study into the master plan process and negotiate with consultant groups during the review and selection phase. A donation from the Kellogg Lake Board for material to construct a new shelter in the northeast corner of the lake on the peninsula was approved and is being presented in Resolution 1893.

Ms. Otero reported the Public Works Committee is between meetings with the next meeting scheduled for February 4.

Special Committee and Board Liaison reports were given by Mr. Collier for Carthage Water and Electric, Ms. Otero for the Harry S Truman Coordinating Council, Jasper County Commissioners, and the Carthage Humane Society, and Mr. Barlow for the Planning, Zoning & Historic Preservation.

City Attorney Nate Dally discussed Trustee property in which the county holds the property and can sell it but cannot spend any money on the property. Mr. Dally also commended the Police Department staff for their investigative role in the recent murder trial.

Police Chief Greg Dagnan commended City Attorney Dally and the Prosecutor for their work in the recent murder trial.

Parks & Recreation Director Mark Peterson reported his department will be installing gates at Kellogg Lake to use in times of flooding or during events. A new shelter is being constructed at Municipal Park.

City Administrator Tom Short reported on the following: the City Administrator's report included in the packet, McGrath Human Resources has begun the compensation and benefit study, IT Manager Kevin Kinsey started last week, discussed project included in

the budget and future potential budget adjustments, a letter sent by the Mayor to the Jasper County Officials regarding their employees parking on the square, leaf pickup is complete, his attendance at a CEDC meeting and a TAC meeting.

The Committee on Claims filed a report in the amount of \$1,979,645.29 against the following funds: General Revenue \$32,031.27, Public Health \$131,061.52, Fire Protection \$605.33, Golf \$1,168.86, Capital Improvements \$48,863.50, Carthage Water & Electric \$1,500,000.00, and Payroll \$265,914.81. Ms. Otero made a motion, seconded by Mr. Harrison, to accept the report and allow the claims. Motion carried.

Under Old Business, C.B. 19-50 – An Ordinance annexing certain adjacent territory into the City of Carthage, Jasper County, Missouri was placed on second reading. Mr. Barlow made a motion, seconded by Ms. Otero, to amend Section IV of C.B. 19-50. Motion carried. C.B. 19-50 as amended - An Ordinance annexing certain adjacent territory into the City of Carthage, Jasper County, Missouri was placed on second reading followed by a roll call vote of 7 yeas and 0 nays. Ayes: Armstrong, Barlow, Collier, Harrison, Newport, Otero, and West. The council bill was approved and numbered Ordinance 20-02.

There was no new business to conduct.

Mr. Newport made a motion, seconded by Mr. Collier, to approve Resolution 1893 – A Resolution providing for the formal acceptance of a donation by the City Council of the City of Carthage, Missouri pursuant to city policy passed by a roll call vote of 7 yeas and 0 nays. Ayes: Armstrong, Barlow, Collier, Harrison, Newport, Otero and West.

Mr. Collier made a motion, seconded by Mr. Armstrong, to approve Resolution 1894 – A Resolution providing for the formal acceptance of a donation by the City Council of the City of Carthage, Missouri pursuant to city policy passed by a roll call vote of 7 yeas and 0 nays. Ayes: Armstrong, Barlow, Collier, Harrison, Newport, Otero and West.

During closing remarks, Mr. Harrison reminded everyone to keep Mr. Snow's family in prayer, Mr. Collier reported the Carthage R9 Activity Center has been completed and an archery tournament will be held there this weekend. Mr. Barlow reported he had met with Mark Peterson, Parks & Recreation Director, regarding the golf course, and he feels he has a better understanding of its importance.

Mr. Barlow made a motion, seconded by Mr. Harris, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 7:11 PM.

Dan Rife, Mayor

Traci Cox, City Clerk

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19. Closing Comments
20. Executive Session

21. Adjournment

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

MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL
CITY OF CARTHAGE, MISSOURI
JANUARY 23, 2020

The Carthage City Council met in Special session on the above date at 6:30 P.M. in the City Hall Council Chambers with Mayor Dan Rife presiding. Fire Chief Roger Williams gave the invocation and Police Chief Greg Dagnan led the flag salute.

The following Council Members answered roll call: Ed Barlow, James Harrison, Ray West, David Armstrong, Mike Daugherty, Ceri Otero, Darren Collier, Alan Snow and Kirby Newport. Council Member Juan Topete was absent. City Administrator Tom Short and City Attorney Nate Dally were present.

The following Department Heads were present: Police Chief Greg Dagnan, Fire Chief Roger Williams, Public Works Director Zeb Carney, Parks & Recreation Director Mark Peterson and City Clerk Traci Cox.

Mr. Daugherty made a motion, seconded by Mr. Armstrong, to approve the minutes of the January 14, 2019 Council Meeting. Motion carried unanimously.

Under Old Business, C.B. 20-01 – An Ordinance of the City of Carthage, Missouri, imposing a use tax for general revenue purposes at the rate of two and three-quarters percent (2.75%) pursuant to the authority granted by and subject to the provisions of Sections 144.600 through 144.761 RSMo; providing for the use tax to be repealed, reduced or raised in the same amount as any city sales tax is repealed, reduced or raised; and providing for submission of the proposal to the qualified voters of the City for their approval at the General Municipal election called and to be held in the City on April 7, 2020 was placed on second reading followed by a roll call vote of 2 yeas and 7 nays. Ayes: Armstrong and Newport. Nays: Barlow, Collier, Daugherty, Harrison, Otero, Snow and West. The council bill failed.

Mr. Daugherty made a motion, seconded by Mr. Harrison, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 6:42 PM.

Dan Rife, Mayor

Traci Cox, City Clerk

***PRESENTATIONS/
PROCLAMATIONS***

PROCLAMATION

Career and Technical Education (CTE) MONTH

WHEREAS, Career and Technical Education (CTE) Month is a public awareness campaign that takes place each February to celebrate the value of CTE and the achievements and accomplishments of CTE programs across the country,

WHEREAS, CTE directly prepares students for high-wage, high-demand careers,

WHEREAS, CTE covers many different fields including health care, information technology, advanced manufacturing, construction, agriculture, culinary arts, and many more,

WHEREAS, CTE encompasses classroom learning, certification programs, and work-based learning opportunities outside of the classroom,

WHEREAS, Carthage Technical Center (CTC) offers career and technical education to Carthage, Webb City, and Carl Junction High Schools,

WHEREAS, CTC offers postsecondary and adult programs for local residents,

WHEREAS, CTC's motto is "Making the Future Work" and CTC's goal is to train students to be successful in a career,

NOW, THEREFORE, I Dan Rife, Mayor of Carthage, on behalf of the city council and the community, do hereby proclaim February as CTE Month in the City of Carthage.

Dan Rife
Mayor

***PUBLIC
HEARINGS***

***OLD
BUSINESS***

COUNCIL BILL NO. 19-50

ORDINANCE NO. _____

An ordinance annexing certain adjacent territory into the City of Carthage, Jasper County, Missouri.

WHEREAS, a verified petition signed by all the owners of the real estate hereinafter described requesting annexation of said territory into the City of Carthage, Missouri, was filed with the Clerk; and

WHEREAS, said real estate as hereinafter described is adjacent and contiguous to the present corporate limits of the City of Carthage; and

WHEREAS, the Planning & Zoning Commission held a public hearing on December 5, 2019 and made a recommendation to the City Council to accept the zoning classification as requested as "F" (Light Industrial); and

WHEREAS, a public hearing concerning the said matter was held at City Hall Carthage, Missouri, at 6:30 p.m. on January 14, 2020; and

WHEREAS, notice of said public hearing was given by publication of notice thereof; and

WHEREAS, at said public hearing all interested persons, corporations, or political subdivisions were afforded the opportunity to present evidence regarding the proposed annexation and zoning classification; and

WHEREAS, no written objections to the proposed annexation were filed with the Council of the City of Carthage within fourteen days after the public hearing; and

WHEREAS, the Council of the City of Carthage does find and determine that said annexation is reasonable and necessary to the proper development of the City; and

WHEREAS, the City is able to furnish normal municipal services to said area within a reasonable time after annexation.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CARTHAGE, MISSOURI, JASPER COUNTY, MISSOURI as follows:

SECTION I: Pursuant to the provisions of Section 71.012 RSMo., the following described real estate is hereby annexed and zoned respectively into the City of Carthage, Missouri, to wit:

Parcel #1

All of Lots numbered 174 through 227, inclusive, and Lots numbered 283 through 303, inclusive, and Lots 304 through 309, inclusive, lying East of Highway 71 Bypass, together with all vacated streets and alleys lying adjacent to said Lots, all in South Side Addition, located in part of the Northwest Quarter of Section 16, Township 28, Range 31, Jasper County, Missouri, Except all of Lot numbered 188 and the East one-half of vacated alley adjacent on the West side of Lot 188, comprising approximately thirty-four

and two tenths (34.20) acres more or less.

Parcel #2

All of Lots Numbered Eight (8), Nine (9) and Ten (10) in South Side Addition located on a part of the Northwest Quarter of Section 16, Township 28 Range 31, in Jasper County, Missouri, according to the recorded plat thereof comprising approximately sixteen and eight one hundredths (16.08) acres more or less.

Parcel #3

All that property described on Exhibit "A" as if fully set out and incorporated herein, comprising approximately fifty-six and two one hundredths (56.02) acres more or less.

Attach Exhibit "A" (pdf)

SECTION II: The boundaries of the City of Carthage, Missouri are hereby altered so as to encompass the above described tract of land lying adjacent and contiguous to present corporate limits.

SECTION III: The City Council accepts the recommendation to the zoning classification as requested as "F" (Light Industrial).

SECTION IV: The City Clerk of the City of Carthage, is hereby ordered to cause three certified copies of the Ordinance to be filed with the Jasper County Clerk upon closing of the date of sale of said property.

SECTION V: This Ordinance shall take effect and be in force from and after its passage and approval.

PASSED AND APPROVED THIS ____ DAY OF _____, 2020.

Dan Rife, Mayor

ATTEST:

Traci Cox, City Clerk

Sponsored by: Planning, Zoning & Historic Preservation Committee

EXHIBIT A

Tract 1: All of the South 10 Acres of the Northwest Quarter (NW 1/4) of the Northwest Quarter (NW 1/4) of Section 29, Township 28, Range 31, in Jasper County, Missouri.

Tract 2: All of the North One-half (N 1/2) of the Southwest Quarter (SW 1/4) and a strip 330 feet wide off the South side of the South One-half (S 1/2) of the Northwest Quarter (NW 1/4), all in Section 16, Township 28, Range 31, Jasper County, Missouri.

Tract 3: All of the South 5/8 of the Northwest Quarter (NW 1/4) of the Southeast Quarter (SE 1/4) of Section 29, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri,

EXCEPT that portion of the following, more commonly known as the overflow structure located at the South end of the Lake, that lies within Tract 3 being described as follows: A tract of land in the Northwest Quarter (NW 1/4) of the Southeast Quarter (SE 1/4) of Section 29, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, described as follows: Commencing at the Northwest corner of said Southeast Quarter; thence North 01 degrees 16 minutes 52 seconds East, 116.66 feet; thence South 88 degrees 43 minutes 08 seconds East, 9.78 feet; thence South 34 degrees 29 minutes 22 seconds East, 271.50 feet; thence South 11 degrees 14 minutes 58 seconds East, 132.91 feet; thence South 20 degrees 18 minutes 47 seconds East, 234.77 feet to the point of beginning; thence North 71 degrees 54 minutes 54 seconds East, 503.90 feet; thence South 18 degrees 05 minutes 06 seconds East, 341.00 feet; thence South 71 degrees 54 minutes 54 seconds West, 588.90 feet; thence North 18 degrees 05 minutes 06 seconds West, 341.00 feet; thence North 71 degrees 54 minutes 54 seconds East, 85.00 feet to the point of beginning.

Tract 4: Together with an easement for ingress and egress across a strip of land 40 feet wide, the center line being the dividing line between the East One-half (E 1/2) of the Northeast Quarter (NE 1/4) and the West One-half (W 1/2) of the Northeast Quarter (NE 1/4) of Section 29, Township 28, Range 31, a portion of which is in the City of Carthage, Jasper County, Missouri, as created by agreement filed January 24, 1979 at 8:19 a.m. in Book 1220 at Page 935.

Also, an easement for ingress and egress across the East 20 feet of the North 3/8 of the Northwest Quarter (NW 1/4) of the Southeast Quarter (SE 1/4) of Section 29, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri.

Tract 5: A tract of land described as commencing at the Northwest corner of the Northwest Quarter (NW 1/4) of the Northeast Quarter (NE 1/4) of Section 29, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, thence East along the North line of said Northwest Quarter of the Northeast Quarter 305.00 feet, thence South 01 degree 03 minutes West 20.0 feet to the point of beginning, thence South 01 degree 03 minutes West 660.0 feet, thence East 660.0 feet, thence North 01 degree 03 minutes East 660.0 feet, thence West 660.0 feet to the point of beginning.

EXHIBIT A

Tract 6: All of the Southwest Quarter (SW 1/4) of the Northeast Quarter (NE 1/4) of Section 29, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, Except the South One-half of the South One-half of the Southwest Quarter of the Northeast Quarter of said Section 29, AND

All of the Northwest Quarter (NW 1/4) of the Northeast Quarter (NE 1/4) of Section 29, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, Except the North 20 feet for public road, all being subject to the West 20 feet of an easement for ingress and egress across a strip of land 40 feet wide, the center line being the dividing line between the East One-half (E 1/2) of the Northeast Quarter (NE 1/4) and the West One-half (W 1/2) of the Northeast Quarter (NE 1/4) of Section 29, Township 28, Range 31, a portion of which is in the City of Carthage, Jasper County, Missouri, as created by agreement filed January 24, 1979 at 8:19 a.m. in Book 1220 at Page 935,

EXCEPT a tract of land described as beginning 965 feet East and 20 feet South of the Northwest corner of the Northwest Quarter (NW 1/4) of the Northeast Quarter (NE 1/4) of Section 29, thence South 660 feet, thence East to the East line of the said Northwest Quarter of the Northeast Quarter, thence North 660 feet, thence West to the point of beginning,

EXCEPT a tract of land described as commencing at the Northwest corner of the Northwest Quarter (NW 1/4) of the Northeast Quarter (NE 1/4) of Section 29, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, thence East along the North line of said Northwest Quarter of the Northeast Quarter 305.00 feet, thence South 01 degrees 03 minutes West 20.0 feet to the point of beginning, thence South 01 degrees 03 minutes West 660.0 feet, thence East 660.0 feet, thence North 01 degrees 03 minutes East 660.0 feet, thence West 660.0 feet to the point of beginning,

EXCEPT, that portion of the following, more commonly known as Honeymoon Island, that lies within Tract 6 being described as follows: All that part of the Northeast Quarter (NE 1/4) AND the Southeast Quarter (SE 1/4) of the Northwest Quarter (NW 1/4) of Section 29, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, described as follows: Commencing at the Northeast corner of the Southwest Quarter (SW 1/4) of the Northeast Quarter (NE 1/4), thence North 89 degrees 49 minutes 36 seconds West along said North line of the Southwest Quarter of the Northeast Quarter 532.70 feet to the point of beginning, thence South 42.93 feet, thence North 82 degrees 25 minutes 19 seconds West 115.04 feet to a point being on the Easterly boundary line of an existing lake, said line being a contour line at an elevation of 992.3 feet (said elevation being the same elevation as the top of the overflow structure at the South end of the existing lake), thence along said boundary line having the meander lines of South 77 degrees 30 minutes 00 seconds West 252.04 feet, thence South 26 degrees 20 minutes 05 seconds West 301.63 feet, thence South 35 degrees 03 minutes 18 seconds West 261.47 feet, thence South 82 degrees 14 minutes 49

EXHIBIT A

TRACT 6 LEGAL DESCRIPTION CONTINUED:

seconds West 203.75 feet, thence North 26 degrees 53 minutes 05 seconds West 54.66 feet, thence North 02 degrees 54 minutes 20 seconds East 116.43 feet, thence North 39 degrees 58 minutes 07 seconds East 107.91 feet, thence North 12 degrees 11 minutes 33 seconds West 214.23 feet, thence South 88 degrees 57 minutes 09 seconds East 135.69 feet, thence North 31 degrees 38 minutes 14 seconds East 186.10 feet, thence North 47 degrees 00 minutes 40 seconds East 327.14 feet, thence South 61 degrees 50 minutes 48 seconds East, away from said lake, 417.53 feet, thence South 44.99 feet to the point of beginning, AND

EXCEPT, that portion of the following, more commonly known as the Lake, that lies within Tract 6 being described as follows: A tract of land in the Northwest Quarter (NW 1/4) and the Northeast Quarter (NE 1/4) and the Northwest Quarter (NW 1/4) of the Southeast Quarter (SE 1/4) of Section 29, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, said tract being an existing lake the boundary of which is a contour line lying at the same elevation (992.3) as the top of the existing overflow structure located at the South end of the lake, the following describes a meander line of said 992.3 contour around said lake (each angle point being monumented with a 1/2" iron pin): Commencing at the Southwest corner of said Northeast Quarter, thence North 01 degrees 16 minutes 52 seconds East along the West line of said Northeast Quarter 116.66 feet, thence South 88 degrees 43 minutes 08 seconds East 9.78 feet to the point of beginning, thence North 45 degrees 22 minutes 05 seconds West 73.14 feet, thence North 86 degrees 09 minutes 42 seconds West 476.57 feet, thence North 55 degrees 28 minutes 58 seconds West 132.54 feet, thence South 83 degrees 22 minutes 25 seconds West 93.90 feet, thence North 01 degrees 11 minutes 32 seconds West 38.81 feet, thence North 52 degrees 31 minutes 20 seconds East 47.09 feet, thence South 88 degrees 00 minutes 28 seconds East 162.27 feet, thence North 62 degrees 22 minutes 16 seconds East 57.19 feet, thence North 31 degrees 01 minutes 11 seconds East 65.26 feet, thence North 57 degrees 15 minutes 32 seconds West 95.47 feet, thence North 52 degrees 46 minutes 15 seconds West 100.77 feet, thence South 40 degrees 36 minutes 32 seconds West 105.11 feet, thence North 69 degrees 27 minutes 57 seconds West 32.70 feet, thence North 00 degrees 51 minutes 47 seconds East 44.57 feet, thence North 18 degrees 08 minutes 55 seconds West 66.84 feet, thence North 50 degrees 46 minutes 54 seconds West 116.97 feet, thence North 00 degrees 45 minutes 56 seconds East 327.51 feet, thence North 56 degrees 47 minutes 32 seconds East 76.80 feet, thence North 79 degrees 20 minutes 03 seconds East 79.33 feet, thence North 10 degrees 32 minutes 44 seconds East 41.72 feet, thence North 65 degrees 24 minutes 36 seconds West 179.92 feet, thence North 79 degrees 43 minutes 36 seconds East 257.09 feet, thence North 08 degrees 13 minutes 10 seconds West 95.56 feet, thence North 67 degrees 36 minutes 57 seconds West 233.28 feet, thence North 49 degrees 32 minutes 07 seconds East 158.95 feet, thence South 60 degrees 15 minutes 29 seconds East 249.96 feet, thence North 33 degrees 39 minutes 54 seconds East 382.28 feet, thence North 06 degrees 35 minutes 33 seconds East 452.46 feet, thence South 88 degrees 32 minutes 39 seconds East 167.12 feet, thence South 39 degrees 53 minutes 35 seconds East 713.15 feet, thence South 47 degrees 00 minutes 40 seconds West 327.14 feet, thence South 31 degrees 38 minutes 14 seconds West 186.10 feet, thence North 88 degrees 57 minutes 09 seconds West 135.69 feet, thence South 12 degrees 11 minutes 33 seconds East 214.23 feet, thence South 39 degrees 58 minutes 07 seconds West 107.91 feet, thence South 02 degrees 54 minutes 20 seconds West 116.43 feet, thence South 26 degrees 53 minutes 05 seconds East 54.66 feet, thence North 82 degrees 14 minutes 49

EXHIBIT A

TRACT 6 LEGAL DESCRIPTION CONTINUED:

seconds East 203.75 feet, thence North 35 degrees 03 minutes 18 seconds East 261.47 feet, thence North 26 degrees 20 minutes 05 seconds East 301.63 feet, thence North 77 degrees 30 minutes 00 seconds East 252.04 feet, thence South 45 degrees 01 minutes 37 seconds East 329.35 feet, thence South 43 degrees 33 minutes 36 seconds West 243.01 feet, thence South 42 degrees 34 minutes 50 seconds East 185.65 feet, thence South 31 degrees 47 minutes 17 seconds West 99.80 feet, thence North 63 degrees 25 minutes 59 seconds West 217.47 feet, thence South 41 degrees 54 minutes 16 seconds West 388.82 feet, thence South 19 degrees 31 minutes 21 seconds East 848.30 feet, thence South 71 degrees 54 minutes 54 seconds West 403.90 feet, thence North 20 degrees 18 minutes 47 seconds West 234.77 feet, thence North 11 degrees 14 minutes 58 seconds West 132.91 feet, thence North 34 degrees 29 minutes 22 seconds West 271.50 feet to the point of beginning.

Tract 7: All of the West One-half (W 1/2) of the Northeast Quarter (NE 1/4) AND all of the East One-half (E 1/2) of the East One-half (E 1/2) of the Northwest Quarter (NW 1/4) of Section 21, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri,

EXCEPT beginning 281 feet East of the Northwest corner of the Northwest Quarter of the Northeast Quarter of Section 21, thence East 381 feet, thence South 291 feet, thence West 145 feet, thence South 51 feet, thence West 236 feet, thence North 342 feet to the point of beginning,

EXCEPT commencing at an existing iron pin at the Northeast corner of said Section 21, thence North 89 degrees 59 minutes 52 seconds West along the North line of said Section 21, a distance of 1322.15 feet to a point on the East line of said Northwest Quarter of the Northeast Quarter, thence along said East line South 00 degrees 00 minutes 08 seconds West, 35.51 feet to a point on the South right-of-way line of Missouri State Highway "HH", thence North 89 degrees 49 minutes 10 seconds West along said South right-of-way line 657.01 feet, to an existing iron pin on said South right-of-way line, thence South 00 degrees 00 minutes 23 seconds West, 230.00 feet, to the point of beginning, thence continue South 00 degrees 00 minutes 23 seconds West, 670.00 feet, thence South 89 degrees 49 minutes 10 seconds East, 285.00 feet, thence North 00 degrees 00 minutes 23 seconds East, 550.00 feet, thence South 89 degrees 49 minutes 10 seconds East, 55.00 feet, thence North 00 degrees 00 minutes 23 seconds East, 120.00 feet, thence North 89 degrees 49 minutes 10 seconds West, 340.00 feet to the point of beginning,

EXCEPT commencing at an existing iron pin at the Northeast corner of said Section 21, thence North 89 degrees 59 minutes 52 seconds West along the North line of said Section 21, a distance of 1322.15 feet to a point on the East line of said Northwest Quarter of the Northeast Quarter, thence along said East line South 00 degrees 00 minutes 08 seconds West, 35.51 feet to a point on the South right-of-way line of Missouri State Highway "HH", thence North 89 degrees 49 minutes 10 seconds West along said South right-of-way line

EXHIBIT A

TRACT 7 LEGAL DESCRIPTION CONTINUED:

317.00 feet to the point of beginning, thence South 00 degrees 22 minutes 23 seconds West, 230.00 feet, thence North 89 degrees 49 minutes 10 seconds West, 340.00 feet, thence North 00 degrees 00 minutes 23 seconds East, 230 feet, to an existing iron pin on said South right-of-way line; thence along said South right-of-way line, South 89 degrees 49 minutes 10 seconds East, 340 feet to the point of beginning,

AND EXCEPT commencing at an existing iron pin at the Northeast corner of said Section 21, thence North 89 degrees 59 minutes 52 seconds West along the North line of said Section 21, a distance of 1322.15 feet to a point on the East line of said Northwest Quarter of the Northeast Quarter, thence along said East line South 00 degrees 00 minutes 08 seconds West 35.51 feet to a point on the South right-of-way line of Missouri State Highway "HH" for a point of beginning, thence along the West line of "South Wind Acres," a recorded Sub-division in Jasper County, Missouri, South 01 degrees 22 minutes 17 seconds West, 900.19 feet, thence North 89 degrees 49 minutes 10 seconds West, 350.56 feet, thence North 00 degrees 00 minutes 23 seconds East, 550.00 feet, thence South 89 degrees 49 minutes 10 seconds East, 55.00 feet, thence North 00 degrees 00 minutes 23 seconds East, 350 feet, to the said South right-of-way line, thence South 89 degrees 49 minutes 10 seconds East along said South right-of-way line 317.00 feet to the point of beginning, AND

EXCEPT commencing at the Northeast corner of said Section 21, thence West 1321.50 feet, thence South 01 degrees 22 minutes 45 seconds West, 935.81 feet to the point of beginning, thence continuing South 01 degrees 22 minutes 45 seconds West, 1045.94 feet to the North right-of-way line of U.S. Highway 71 Bypass, thence along said right-of-way line the following courses and distances, thence North 45 degrees 53 minutes 17 seconds West, 352.09 feet, thence North 45 degrees 54 minutes 19 seconds West, 1199.47 feet, thence North 38 degrees 35 minutes 35 seconds West, 633.77 feet, thence North 38 degrees 04 minutes 30 seconds West, 262.26 feet, thence North 10 degrees 20 minutes 37 seconds East, 102.09 feet, thence North 76 degrees 30 minutes 05 seconds East, 247.09 feet, thence South 89 degrees 48 minutes 36 seconds East, 300.00 feet, thence North 85 degrees 04 minutes 18 seconds East, 121.00 feet, thence South 89 degrees 48 minutes 34 seconds East, 1.13 feet, thence South away from said right-of-way line 309.83 feet, thence East 236.00 feet, thence North 51.00 feet, thence East 145.00 feet, thence South 642.61 feet, thence South 89 degrees 49 minutes 26 seconds East 635.22 feet to the point of beginning.

Tract 8: All of the West One-half (W 1/2) of the East One-half (E 1/2) of the Northwest Quarter (NW 1/4) Section 21, Township 28, Range 31, in the City of Carthage, Jasper County Missouri.

EXHIBIT A

EXCEPTING FROM THAT PORTION OF TRACTS 7 AND 8 LYING SOUTH AND WEST OF U.S. HIGHWAY 71 BYPASS THE FOLLOWING:

All that part of the East One-half (E 1/2) of the Northwest Quarter (NW 1/4) AND the part of the West One-half (W 1/2) of the Northeast Quarter (NE 1/4) of Section 21, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, described as commencing at the Northwest corner of said Section 21, thence South along the West line of said Section 2639.31 feet to the West Quarter corner of said Section, thence North 88 degrees 21 minutes 31 seconds East along the South line of the Northwest Quarter 1324.09 feet to the Southwest corner of the East One-half of the Northwest Quarter, thence North 00 degrees 05 minutes 25 seconds West along the West line of said East One-half of the Northwest Quarter 462.0 feet to the point of beginning, thence North 88 degrees 21 minutes 31 seconds East parallel to the South line of the Northwest Quarter 1323.35 feet to the East line of said Northwest Quarter, thence North 69 degrees 31 minutes 31 seconds East 835.0 feet more or less to a point on the Westerly right-of-way of the outer road of Missouri State Highway 71 Bypass, thence Northwesterly along said right-of-way on a chord of North 58 degrees 00 minutes 12 seconds West 2485.21 feet to a point on the West line of the East One-half of the Northwest Quarter, said point being 2108.82 feet North of the Southwest corner of said East One-half of the Northwest Quarter, thence South 00 degrees 05 minutes 25 seconds East along the West line of the East One-half of the Northwest Quarter 1646.82 feet to the point of beginning.

Tract 9: All of the South One-half (S 1/2) of the Southwest Quarter (SW 1/4), East of Highway 71 Bypass, in Section 16, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, EXCEPT beginning at the Northeast corner of the Southeast Quarter of the Southwest Quarter of Section 16, thence West 1043.75 feet, thence South 208.75 feet, thence East 1043.75 feet, thence North 208.75 feet to the point of beginning, AND EXCEPT commencing at the Southeast corner of the Southwest Quarter of said Section 16, thence along the East line of said Southwest Quarter, North 01 degrees, 22 minutes, 38 seconds East, 529.01 feet, thence leaving said East line of the Southwest Quarter, North 89 degrees 59 minutes 03 seconds West, 31.00 feet to the West right-of-way line of Hazel Avenue and the point of beginning, thence North 89 degrees 59 minutes 03 seconds West, 517.50 feet, thence North 01 degrees 28 minutes 37 seconds East, 523.18 feet, thence South 89 degrees 59 minutes 03 seconds East, 517.50 feet to said West right-of-way line of Hazel Avenue, thence along said West right-of-way line, South 01 degrees 28 minutes 37 seconds West, 523.18 feet to the point of beginning.

Tract 10: The South One-half (S 1/2) of the Southwest Quarter (SW 1/4), West of Highway 71 Bypass, EXCEPT Highway HH, in Section 16, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri.

EXHIBIT A

Tract 11: All of the North One-half (N 1/2) of the West One-half (W 1/2) of the North One-half (N 1/2) of the Southeast Quarter (SE 1/4) of the Northeast Quarter (NE 1/4) of Section 29, Township 28, Range 31, Jasper County, Missouri, being subject to a 20 foot road easement along the West side thereof.

Tract 12: Together with a non-exclusive easement for right of ingress and egress over the private road located Twenty (20) feet on each side of the line dividing the East One-half (E 1/2) of the Northeast Quarter (NE 1/4) and the West One-half (W 1/2) of the Northeast Quarter (NE 1/4), extending from the North line of said Section 29 to a point One-half mile South of the North line.

Tract 13: All of the South One-half (S 1/2) of the South One-half (S 1/2) of the Southwest Quarter (SW 1/4) of the Northeast Quarter (NE 1/4) AND all of the Northwest Quarter (NW 1/4) of the Southeast Quarter (SE 1/4),

EXCEPT the South 5/8 thereof, all in Section 29, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, being also described on a survey signed by Nils R. Ranum, R.L.S. as follows: All of the South One-fourth (S 1/4) of the Southwest Quarter (SW 1/4) of the Northeast Quarter of Section 29, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, AND all of the North Three-eighths of the Northwest Quarter (NW 1/4) of the Southeast Quarter (SE 1/4) of said Section 29, being subject to a 50 foot road easement as set forth in Corporation Warranty Deed filed August 3, 2001 at 12:49 p.m. in Book 1675 at Page 2270, also being subject to a perpetual easement 50 feet in width as set forth in Warranty Deed filed August 16, 1978 at 10:15 a.m. in Book 1215 at Page 171,

EXCEPT that portion of the following, more commonly known as the Lake, that lies within Tract 13 being described as follows: A tract of land in the Northwest Quarter (NW 1/4) and the Northeast Quarter (NE 1/4) and the Northwest Quarter (NW 1/4) of the Southeast Quarter (SE 1/4) of Section 29, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, said tract being an existing lake the boundary of which is a contour line lying at the same elevation (992.3) as the top of the existing overflow structure located at the South end of the lake, the following describes a meander line of said 992.3 contour around said lake (each angle point being monumented with a 1/2" iron pin): Commencing at the Southwest corner of said Northeast Quarter, thence North 01 degrees 16 minutes 52 seconds East along the West line of said Northeast Quarter 116.66 feet, thence South 88 degrees 43 minutes 08 seconds East 9.78 feet to the point of beginning, thence North 45 degrees 22 minutes 05 seconds West 73.14 feet, thence North 86 degrees 09 minutes 42 seconds West 476.57 feet, thence North 55 degrees 28 minutes 58 seconds West 132.54 feet, thence South 83 degrees 22 minutes 25 seconds West 93.90 feet, thence North 01 degrees 11 minutes 32 seconds West 38.81 feet, thence North 52 degrees 31 minutes 20 seconds East 47.09 feet, thence South 88 degrees 00 minutes 28 seconds East 162.27 feet, thence North

EXHIBIT A

TRACT 13 LEGAL DESCRIPTION CONTINUED:

62 degrees 22 minutes 16 seconds East 57.19 feet, thence North 31 degrees 01 minutes 11 seconds East 65.26 feet, thence North 57 degrees 15 minutes 32 seconds West 95.47 feet, thence North 52 degrees 46 minutes 15 seconds West 100.77 feet, thence South 40 degrees 36 minutes 32 seconds West 105.11 feet, thence North 69 degrees 27 minutes 57 seconds West 32.70 feet, thence North 00 degrees 51 minutes 47 seconds East 44.57 feet, thence North 18 degrees 08 minutes 55 seconds West 66.84 feet, thence North 50 degrees 46 minutes 54 seconds West 116.97 feet, thence North 00 degrees 45 minutes 56 seconds East 327.51 feet, thence North 56 degrees 47 minutes 32 seconds East 76.80 feet, thence North 79 degrees 20 minutes 03 seconds East 79.33 feet, thence North 10 degrees 32 minutes 44 seconds East 41.72 feet, thence North 65 degrees 24 minutes 36 seconds West 179.92 feet, thence North 79 degrees 43 minutes 36 seconds East 257.09 feet, thence North 08 degrees 13 minutes 10 seconds West 95.56 feet, thence North 67 degrees 36 minutes 57 seconds West 233.28 feet, thence North 49 degrees 32 minutes 07 seconds East 158.95 feet, thence South 60 degrees 15 minutes 29 seconds East 249.96 feet, thence North 33 degrees 39 minutes 54 seconds East 382.28 feet, thence North 06 degrees 35 minutes 33 seconds East 452.46 feet, thence South 88 degrees 32 minutes 39 seconds East 167.12 feet, thence South 39 degrees 53 minutes 35 seconds East 713.15 feet, thence South 47 degrees 00 minutes 40 seconds West 327.14 feet, thence South 31 degrees 38 minutes 14 seconds West 186.10 feet, thence North 88 degrees 57 minutes 09 seconds West 135.69 feet, thence South 12 degrees 11 minutes 33 seconds East 214.23 feet, thence South 39 degrees 58 minutes 07 seconds West 107.91 feet, thence South 02 degrees 54 minutes 20 seconds West 116.43 feet, thence South 26 degrees 53 minutes 05 seconds East 54.66 feet, thence North 82 degrees 14 minutes 49 seconds East 203.75 feet, thence North 35 degrees 03 minutes 18 seconds East 261.47 feet, thence North 26 degrees 20 minutes 05 seconds East 301.63 feet, thence North 77 degrees 30 minutes 00 seconds East 252.04 feet, thence South 45 degrees 01 minutes 37 seconds East 329.35 feet, thence South 43 degrees 33 minutes 36 seconds West 243.01 feet, thence South 42 degrees 34 minutes 50 seconds East 185.65 feet, thence South 31 degrees 47 minutes 17 seconds West 99.80 feet, thence North 63 degrees 25 minutes 59 seconds West 217.47 feet, thence South 41 degrees 54 minutes 16 seconds West 388.82 feet, thence South 19 degrees 31 minutes 21 seconds East 848.30 feet, thence South 71 degrees 54 minutes 54 seconds West 403.90 feet, thence North 20 degrees 18 minutes 47 seconds West 234.77 feet, thence North 11 degrees 14 minutes 58 seconds West 132.91 feet, thence North 34 degrees 29 minutes 22 seconds West 271.50 feet to the point of beginning.

EXCEPT, that portion of the following, more commonly known as the Whitney House, that lies within Tract 13 being described as follows: All that part of the Northwest Quarter (NW 1/4) of the Southeast Quarter (SE 1/4) AND the Northeast Quarter (NE 1/4) of the Southwest Quarter (SW 1/4) of Section 29, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, described as follows: Commencing at the Southwest corner of

EXHIBIT A

TRACT 13 LEGAL DESCRIPTION CONTINUED:

said Northwest Quarter of the Southeast Quarter, thence North 01 degrees 16 minutes 24 seconds East along the West line of said Northwest Quarter of the Southeast Quarter, 1063.95 feet to the point of beginning, thence South 85 degrees 57 minutes 37 seconds West 167.21 feet, thence North 11 degrees 23 minutes 45 seconds West 136.35 feet, thence North 86 degrees 29 minutes 13 seconds East 366.14 feet to a point on the Westerly boundary line of an existing lake, said line being a contour line at an elevation of 992.3 feet (said elevation being the same elevation as the top of the overflow structure at the South end of the existing lake), thence Southerly along said Westerly boundary line having a meander line of South 11 degrees 14 minutes 58 seconds East 132.91 feet, thence South 85 degrees 57 minutes 37 seconds West 198.13 feet to the point of beginning, AND

EXCEPT that portion of the following, more commonly known as the overflow structure located at the South end of the Lake, that lies within Tract 13 being described as follows: A tract of land in the Northwest Quarter (NW 1/4) of the Southeast Quarter (SE 1/4) of Section 29, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, described as follows: Commencing at the Northwest corner of said Southeast Quarter; thence North 01 degrees 16 minutes 52 seconds East, 116.66 feet; thence South 88 degrees 43 minutes 08 seconds East, 9.78 feet; thence South 34 degrees 29 minutes 22 seconds East, 271.50 feet; thence South 11 degrees 14 minutes 58 seconds East, 132.91 feet; thence South 20 degrees 18 minutes 47 seconds East, 234.77 feet to the point of beginning; thence North 71 degrees 54 minutes 54 seconds East, 503.90 feet; thence South 18 degrees 05 minutes 06 seconds East, 341.00 feet; thence South 71 degrees 54 minutes 54 seconds West, 588.90 feet; thence North 18 degrees 05 minutes 06 seconds West, 341.00 feet; thence North 71 degrees 54 minutes 54 seconds East, 85.00 feet to the point of beginning.

Tract 14: Together with and subject to a portion of an easement for ingress and egress across a strip of land 40 feet wide, the center line being the dividing line between the East One-half (E 1/2) of the Northeast Quarter (NE 1/4) and the West One-half (W 1/2) of the Northeast Quarter (NE 1/4) of Section 29, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, as created by agreement filed January 24, 1979 at 8:19 a.m. in Book 1220 at Page 935.

Tract 15: All of the South One-half (S 1/2) of the West One-half (W 1/2) of the North One-half (N 1/2) of the Southeast Quarter (SE 1/4) of the Northeast Quarter (NE 1/4) of Section 29, Township 28, Range 31, Jasper County, Missouri, AND
All of the North One-half (N 1/2) of the West One-half (W 1/2) of the South One-half (S 1/2) of the Southeast Quarter (SE 1/4) of the Northeast Quarter (NE 1/4) Section 29, Township 28, Range 31, Jasper County, Missouri, all being subject to a 20 feet road easement along the West side thereof.

EXHIBIT A

Tract 16: Together with a non-exclusive easement for right of ingress and egress over the private road located 20 feet on each side of the line dividing the East One-half (E 1/2) of the Northeast Quarter (NE 1/4) and the West One-half (W 1/2) of the Northeast Quarter (NE 1/4), extending from the North line of said Section 29 to a point One-half mile South of the North line.

Tract 17: All of the Northeast Quarter (NE 1/4) of the Northwest Quarter (NW 1/4) of the Northwest Quarter (NW 1/4) of Section 32, Township 28, Range 31, Jasper County, Missouri, EXCEPT the North 16 feet thereof for road, being subject to a Life Estate as set forth in Warranty Deed dated June 1, 2001, filed June 6, 2001 at 2:44 p.m. in Book 1668 at Page 221,

EXCEPTING from the life estate the following tract described as: Commencing at the Northwest corner of said Northeast Quarter of the Northwest Quarter of the Northwest Quarter, thence South 01 degrees 14 minutes 56 seconds West 16.00 feet to the point of beginning, thence continuing South 01 degrees 14 minutes 56 seconds West 639.74 feet to the Southwest corner of said Northeast Quarter of the Northwest Quarter of the Northwest Quarter, thence South 89 degrees 41 minutes 56 seconds East along the South line of said Northeast Quarter of the Northwest Quarter of the Northwest Quarter 204.42 feet, thence North 01 degrees 14 minutes 56 seconds East 638.94 feet to a point 16 feet South of the North line of said Northeast Quarter of the Northwest Quarter of the Northwest Quarter, thence North 89 degrees 28 minutes 22 seconds West 204.41 feet to point of beginning.

Tract 18: All of a tract of land described as follows: Beginning at the Southeast corner of Section 30, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, thence North to a point 18 feet South of the Northeast corner of the Southeast Quarter of the Southeast Quarter, thence West 18 feet South from and parallel to the North line of said Southeast Quarter of the Southeast Quarter a distance of 560 feet, thence South to a point on the South line of said Southeast Quarter of the Southeast Quarter, 560 feet West of the Southeast corner thereof, thence East to the point of beginning, EXCEPT that portion of the following that lies within the above tract being described as follows: Beginning at the Northeast corner of the Southeast Quarter of the Southeast Quarter of said Section 30, thence West 954.0 feet along the North line of said Southeast Quarter of the Southeast Quarter, thence South 415.0 feet parallel with the East line of said Southeast Quarter of the Southeast Quarter, thence East 954.0 feet parallel with the North line of said Southeast Quarter of the Southeast Quarter to the East line of said Section 30, thence North along the East line of said Section 30 to the point of beginning.

ALSO, All of a tract of land being described as beginning at the Northeast corner of Section 31, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, thence West 560 feet, thence South to the center of the main channel of Center Creek, thence East along said Creek to the East line of said Section 31, thence North to the point of beginning.

EXHIBIT A

TRACT 18 LEGAL DESCRIPTION CONTINUED:

ALSO, All of the West One-half of the North One-half of the Northwest Quarter of the Northwest Quarter of Section 32, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, EXCEPT beginning at a point 35.00 feet on a bearing of South 04 degrees 24 minutes West from an iron pin found at the Northwest corner of said Section 32, thence South 86 degrees 55 minutes East 657.20 feet, parallel with the North line of said Section 32, to the East line of the Northwest Quarter of the Northwest Quarter of the Northwest Quarter of said Section 32, thence South 04 degrees 14 minutes West 489.15 feet along said East line to the Southeast corner of the tract, thence North 86 degrees 56 minutes West 658.57 feet to a point on the West line of said Section 32, thence North 04 degrees 24 minutes East 489.33 feet along said West line to the point of beginning,

ALSO, together with a roadway 16 feet wide off the North side of the Northeast Quarter of the Northwest Quarter of the Northwest Quarter of Section 32, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri,

EXCEPT THAT PORTION OF THE FOLLOWING LYING WITHIN THE ABOVE TRACT IN SECTION 31, TOWNSHIP 28, RANGE 31, MORE COMMONLY KNOWN AS THE SOUTH CABIN AND BEING FURTHER DESCRIBED AS FOLLOWS:

All that part of the Northeast Quarter of the Northeast Quarter of Section 31, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, commencing at the Northeast corner of said Section 31, thence North 88 degrees 42 minutes 35 seconds West along the North line of said Northeast Quarter of the Northeast Quarter of Section 31, 434.98 feet, thence South 08 degrees 51 minutes 48 seconds West 15.83 feet, thence South 33 degrees 37 minutes 46 seconds West 239.42 feet to the point of beginning, thence South 76 degrees 39 minutes 59 seconds East 118.56 feet, thence South 15 degrees 27 minutes 39 seconds West 90.24 feet, thence North 78 degrees 31 minutes 47 seconds West 118.76 feet, thence North 15 degrees 27 minutes 39 seconds East 94.10 feet to the point of beginning,

ALSO, EXCEPT FROM THE TRACT IN SECTION 31, TOWNSHIP 28, RANGE 31 THE FOLLOWING:

All of a tract of land lying in the Northeast Quarter of Section 31, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, said tract is an island lying in Center Creek, also known as "Grandpa's Island," more particularly described as follows:

Commencing at the Northeast corner of said Northeast Quarter, thence North 88 degrees 42 minutes 35 seconds West along the North line of said Northeast Quarter 373.43 feet, thence South 00 degrees 56 minutes 23 seconds West parallel with the East line of said Northeast Quarter 463.93 feet to the point of beginning, thence along the edge of water, as located in January of 1999, the following courses: thence South 01 degree 15 minutes 45 seconds West 9.82 feet, thence South 18 degrees 16 minutes 59 seconds East 15.00 feet, thence South 30 degrees 25 minutes 29 seconds East 11.60 feet, thence South 48 degrees

EXHIBIT A

TRACT 18 LEGAL DESCRIPTION CONTINUED:

33 minutes 16 seconds East 13.29 feet, thence South 79 degrees 30 minutes 03 seconds East 19.74 feet, thence North 81 degrees 50 minutes 12 seconds East 13.30 feet, thence North 62 degrees 39 minutes 48 seconds East 16.62 feet, thence North 02 degrees 59 minutes 19 seconds West 24.57 feet, thence North 32 degrees 11 minutes 27 seconds West 23.09 feet, thence North 66 degrees 11 minutes 25 seconds West 8.93 feet, thence North 75 degrees 36 minutes 37 seconds West 6.68 feet, thence North 87 degrees 00 minutes 17 seconds West 13.63 feet, thence South 84 degrees 37 minutes 18 seconds West 11.58 feet, thence South 63 degrees 28 minutes 43 seconds West 13.06 feet, thence South 22 degrees 51 minutes 57 seconds West 6.74 feet to the point of beginning,

ALSO, EXCEPT FROM THE TRACTS IN SECTIONS 30 AND 31, TOWNSHIP 28, RANGE 31, A TRACT MORE COMMONLY KNOWN AS THE NORTH CABIN, BEING FURTHER DESCRIBED AS FOLLOWS:

All that part of the Southeast Quarter of Section 30, Township 28, Range 31 and the Northeast Quarter of the Northeast Quarter of Section 31, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, commencing at the Southeast corner of said Section 30, thence North 88 degrees 42 minutes 35 seconds West along the South line of said Southeast Quarter of the Southeast Quarter of Section 30, 434.98 feet to the point of beginning, thence North 08 degrees 51 minutes 48 seconds East 102.62 feet, thence South 86 degrees 26 minutes 13 seconds West 137.31 feet, thence South 01 degrees 26 minutes 52 seconds West 114.89 feet, thence North 87 degrees 00 minutes 51 seconds East 128.86 feet, thence North 08 degrees 51 minutes 48 seconds East 15.83 feet to the point of beginning,

ALSO, EXCEPT FROM THE TRACTS IN SECTIONS 30 AND 31, TOWNSHIP 28, RANGE 31, A TRACT MORE COMMONLY KNOWN AS SAM'S HOUSE, BEING FURTHER DESCRIBED AS FOLLOWS:

All that part of the Southeast Quarter of the Southeast Quarter of Section 30, Township 28, Range 31 and the Northeast Quarter of the Northeast Quarter of Section 31, Township 28, Range 31, in the City of Carthage, Jasper County, Missouri, beginning at the Northeast corner of said Section 31, thence North 88 degrees 42 minutes 35 seconds West along the North line of said Northeast Quarter of the Northeast Quarter of Section 31, 116.27 feet to a point on the West line of an existing road easement, thence South 32 degrees 44 minutes 59 seconds West 66.15 feet to a curve to the left having a radius of 90.00 feet, thence along said curve 85.78 feet, thence South 21 degrees 51 minutes 25 seconds East 22.11 feet, thence South 55 degrees 30 minutes 31 seconds West 66.68 feet, thence South 17 degrees 43 minutes 48 seconds West 221.29 feet to a point on the North bank of Center Creek, thence North 53 degrees 50 minutes 26 seconds West 48.77 feet, thence North 65 degrees 15 minutes 53 seconds West 95.92 feet, thence North 78 degrees 31 minutes 47 seconds West 79.72 feet, thence North 15 degrees 27 minutes 39 seconds East away from the North Bank

EXHIBIT A

TRACT 18 LEGAL DESCRIPTION CONTINUED:

of Center Creek 90.24 feet; thence North 76 degrees 39 minutes 59 seconds West 118.56 feet, thence North 33 degrees 37 minutes 46 seconds East 239.42 feet, thence North 08 degrees 51 minutes 48 seconds East 118.45 feet, thence South 86 degrees 26 minutes 13 seconds West 137.31 feet, thence North 01 degrees 26 minutes 52 seconds East 159.64 feet, thence North 62 degrees 41 minutes 27 seconds East 322.15 feet, thence South 73 degrees 28 minutes 00 seconds East 119.67 feet, thence North 61 degrees 56 minutes 05 seconds East 109.79 feet, thence South 88 degrees 29 minutes 58 seconds East 65.41 feet to a point on the East line of said Southeast Quarter of the Southeast Quarter of Section 30, thence South 01 degree 30 minutes 02 seconds West 426.08 feet to the point of beginning.

***NEW
BUSINESS***

***MAYOR'S
APPOINTMENTS***

RESOLUTIONS

RESOLUTION NO. 1893

A RESOLUTION PROVIDING FOR THE FORMAL ACCEPTANCE OF A DONATION BY THE CITY COUNCIL OF THE CITY OF CARTHAGE, MISSOURI PURSUANT TO CITY POLICY.

WHEREAS, periodically, private individuals and agencies would like to make donations and grants to the City of Carthage for general or specific purposes; and

WHEREAS, the City has adopted a policy to formalize the conditions and procedures to be followed by the City in accepting said donations and grants, and to assist the City Council in evaluating the impact of proposed donations and grants on the resources of the City of Carthage; and

WHEREAS, This policy also establishes guidelines that ensure donations occur at arm's length from any City decision-making process, and provide criteria and process for the acceptance of donations; and

WHEREAS, The City Administrator has prepared and submitted a report evaluating the impact of the proposed donations or grants on the resources of the City.

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 accept a donation of materials (list attached) from the Kellogg Lake Spring River Development Board for the construction of a shelter on the northern peninsula extending into Kellogg Lake in the amount of approximately \$1,240.11. The Parks & Recreation Department will provide construction labor to complete the building.

PASSED AND APPROVED THIS _____ DAY OF _____, 2020.

Dan Rife, Mayor

ATTEST:

Traci Cox, City Clerk

Sponsored by: Public Service Committee

CITY ADMINISTRATOR DONATION REPORT:

The City Administrator shall prepare a report evaluating the impact of all proposed donations or grants on the resources of the City. This report must include both the immediate costs of placing said donation into service or program into action and the costs required to maintain or continue the program in future budget years. Such costs may include analysis of annual personnel, repair and maintenance and equipment expenditures and any future capital improvements required by the donation. The report must be submitted to Council at the same time acceptance of the donation or grant is to be considered. If additional operating costs are associated with the acceptance of the donation, the Council shall identify the source of revenues to defray the additional costs at the time of acceptance.

In addition to the personnel costs associated with the construction of the shelter, there will be some on-going operating/maintenance costs associated with maintaining the structure and possible replacement costs in the future. However, if there are any required expenditures, they will be handled through the Park & Recreation Department's operating budget.

MATERIALS LIST

Materials purchased from,

Mac Steel - Diamond, MO

Lowe's – Carthage, MO

G & H Concrete – Carthage, MO

Concrete:		\$350.00
Steel (see note)		\$350.00
2x4x14 – 8	\$9.37	\$74.96
2x6x8 – 12	\$5.67	\$68.04
2x6x14 – 6	\$11.98	\$71.88
2x6x10 – 2	\$7.67	\$15.34
6x6x12 – 6	\$33.77	\$202.62
4x4x8 – 1	\$7.27	\$7.27
Misc. Supplies		<u>\$100.00</u>
Total		\$1240.11

Note: Roof material will be Commercial Grade 29 Gauge, 40 Year Warranty. Color:
HUNTER GREEN

RESOLUTION NO. 1894

A RESOLUTION PROVIDING FOR THE FORMAL ACCEPTANCE OF A DONATION BY THE CITY COUNCIL OF THE CITY OF CARTHAGE, MISSOURI PURSUANT TO CITY POLICY.

WHEREAS, periodically, private individuals and agencies would like to make donations and grants to the City of Carthage for general or specific purposes; and

WHEREAS, the City has adopted a policy to formalize the conditions and procedures to be followed by the City in accepting said donations and grants, and to assist the City Council in evaluating the impact of proposed donations and grants on the resources of the City of Carthage; and

WHEREAS, This policy also establishes guidelines that ensure donations occur at arm's length from any City decision-making process, and provide criteria and process for the acceptance of donations; and

WHEREAS, The City Administrator has prepared and submitted a report evaluating the impact of the proposed donations or grants on the resources of the City.

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 hereby accepts a donation in the amount of ten thousand dollars and no cents (\$10,000.00) from an anonymous donor for use in the Carthage Police Department. The donor did not place any restrictions on the specific use of the funds. A budget adjustment will be prepared to authorize the appropriation of these funds.

PASSED AND APPROVED THIS _____ DAY OF _____, 2020.

Dan Rife, Mayor

ATTEST:

Traci Cox, City Clerk

Sponsor: Public Safety Committee

CITY ADMINISTRATOR DONATION REPORT:

The City Administrator shall prepare a report evaluating the impact of all proposed donations or grants on the resources of the City. This report must include both the immediate costs of placing said donation into service or program into action and the costs required to maintain or continue the program in future budget years. Such costs may include analysis of annual personnel, repair and maintenance and equipment expenditures and any future capital improvements required by the donation. The report must be submitted to Council at the same time acceptance of the donation or grant is to be considered. If additional operating costs are associated with the acceptance of the donation, the Council shall identify the source of revenues to defray the additional costs at the time of acceptance.

There will be no adverse impact of acceptance of the cash contributions. The Budget Ways & Means Committee will meet to determine a recommendation on the appropriation of these funds. It is recommended that the funds be placed in the Public Safety Fund budget pending Budget Ways & Means Committee recommendations for City Council action regarding appropriations of said funds.

MINUTES
STANDING
COMMITTEES

BUDGET WAYS & MEANS COMMITTEE
MONDAY, DECEMBER 13, 2020 5:30 P.M.
CITY HALL COUNCIL CHAMBERS

MEMBERS PRESENT: Alan Snow, Darren Collier, Juan Topete and Ray West.

OTHERS PRESENT: City Administrator Tom Short, Deputy City Clerk Michael Miller, Fire Chief Roger Williams, Councilmember Ceri Otero and Citizen Abi Almandinger.

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

***NOTE:** All areas *italic* below were submitted to the Committee in a pre-meeting memo by Mr. Short.

OLD BUSINESS:

1. **Consideration and approval of minutes from previous meeting.**

Mr. Collier made a motion to approve the minutes for the December 9 Budget meeting. Motion carried 4-0.

2. **Consider and discuss the imposition of a use tax for general revenue purposes by the qualified voters of the City for their approval at a future, to be determined, election.**

"This item was discussed at the September, October and November 2019 Committee meetings but not the December meeting. At the November meeting, Committee Chairman Snow informed those present that the meeting was designed to capture ideas, without debate, to help determine the necessity of a use tax. Everyone in attendance agreed that a use tax was necessary. Ideas were presented. Additionally, at these meetings discussion of the Pros and Cons, and timing of an election were presented. If the City is to consider placing this item on the April Ballot, it has to be approved by the City by January 28, 2020. This would mean a first reading by the Council would have to be on the January 14, 2020 Agenda. As it stands now, if the Committee recommends placing this on the April ballot, we would amend the Council Agenda to include this item. We felt placing this item on the Council Agenda in anticipation of the Committee's action may be premature and alarming."

The Committee discussed the imposition of a use tax and whether it should be placed on the April Ballot or a Ballot at a later time. Mr. West made a motion to forward this item to the City Council for consideration of placing it on the April Ballot. Motion carried.

NEW BUSINESS

1. **Consider and discuss Fiscal 2020 Mid-Year Budget Status Report.**

"Included are the summary spreadsheets for the (unaudited) mid-year budget report. We will review the information with the Committee at the meeting. Also included are the full monthly reports from which the summaries are derived."

Mr. Short reviewed the Fiscal 2020 Mid-Year Budget Status Report. No red flags were noted.

2. Consider and discuss budget calendar for Fiscal year 2021.

"Attached is a proposed Draft calendar for Fiscal 2021. The Committee can discuss the schedule and items related to it at the meeting."

Mr. Short proposed the budget calendar for Fiscal Year 2021. After the Committee reviewed and discussed the schedule, Mr. Collier made a motion to accept the Fiscal Year 2021 budget calendar. Motion carried.

3. Staff Reports. *"Included is the **monthly Sales Tax** report for the General Fund's 1% **Sales Tax**. The General Fund Sales Tax (1%) receipts for January showed an increase of 19.48% from the same month last Fiscal Year. This amounted to approximately \$33,971 more than the same month last year. This is the seventh month of the fiscal year and, the fourth month of collections which were higher than last year's total reported Sales Tax collections. Currently, receipts are running about 1.91% (\$29,954) above last year's collections, basically, right on budget. City Sales Taxes total 2.750%. This includes 1% General, .5% Transportation, .5% Capital Improvements, .5% Parks/Stormwater, and .25% Fire. Overall, the City had budgeted an increase of 0.85% from the previous year's budgeted amount. However, actual receipts for FY 19 exceeded projections. Final fiscal 2019 numbers ended up 1.86% (\$44,141) higher than 2018. Hopefully, this month's trend will continue for the rest of the subsequent month's collections. Included as part of the packet is the Pooled Cash, Investment and full individual Monthly Budget reports for the month. The mid-year budget schedules (summaries) are derived from these. We are also looking at some future budget adjustments. At this time we do not have final numbers but will possibly include an adjustment for repairs/replacement of the pump at Municipal Pool; donations to the Public Safety Fund; repair/replacement of the fountain at the Golf Course; re-appropriating/adjustment for the Parks Master Plan, and adjustments for the round-about projects."*

Mr. Short reviewed sales tax revenues and the monthly financial reports. Also discussed was the Parks Master Plan and the possibility of re-appropriating funds to it in the future. No action was taken at this time.

4. Other Business. None

ADJOURNMENT: The meeting adjourned at 6:41 P.M. on motion by Mr. Snow.

Respectfully submitted,
Michael Miller

**COMMITTEE ON INSURANCE/AUDIT AND CLAIMS
THURSDAY, JANUARY 14, 2020
CITY HALL COUNCIL CHAMBERS**

COMMITTEE MEMBERS PRESENT: Ceri Otero, David Armstrong, Kirby Newport and Ed Barlow.

OTHER COUNCIL MEMBERS: None.

OTHERS PRESENT: City Administrator Tom Short, City Clerk Traci Cox, and Economic Development Director Mark Elliff

Chair Ceri Otero called the meeting to order at 5:00 P.M.

OLD BUSINESS:

Approval of minutes from previous meeting: On a motion by Mr. Barlow, the minutes of the December 19, 2019 meeting were approved 4-0.

Review and approval of the Claims Report: The Committee discussed items regarding the Claims Report. Mr. Newport moved to approve the claims. Motion carried 4-0.

NEW BUSINESS:

1. Consider and Discuss Economic Development Reporting.

Mr. Short reported he had been working with Mr. Elliff regarding reports needed, and changes have been made in the reports submitted. They are also looking at future reports that could be beneficial. Mr. Armstrong discussed different plans that are identified in the Economic Development Program Objectives and whether they are being developed. He felt this would help identify where the city's funds are being spent. Mr. Elliff stated he would like to know what the council wants so he has direction. It was suggested that dialog and offering of suggestions by a committee could prove beneficial, and this could be handled by the Budget Committee during the budget process.

2. Consider and Discuss Nicotine Cessation Program.

Ms. Cox reviewed the 2019 Quit & Stay Quit Report for the nicotine cessation program. Ozark Center has agreed to conduct nicotine cessation classes for the 2020 program. The classes will be 6 weeks in length at a cost of \$155.00 per employee. Mr. Armstrong moved to accept the proposal from Ozark Center for the nicotine cessation program. Motion carried. Ten employees either did not participate or did not finish the 2019 program and will be assessed the \$40 monthly differential. Anthem representatives had previously recommended increasing the differential to \$75 to be effective. Mr. Armstrong moved to increase the differential to \$75 per month effective January 1, 2021 for employees who do not participate in the Ozark Center nicotine cessation classes during 2020. Motion carried.

3. Staff Reports:

Mr. Short reported McGrath HR Group will be on site January 16 to begin the compensation study. Kevin Kinsey has been hired as the new IT Manager and will begin on January 20.

ADJOURNMENT: Mr. Newport made a motion to adjourn at 5:56 PM. Motion carried 4-0.

Traci Cox
City Clerk

PUBLIC SERVICES COMMITTEE

January 21st, 2019
City Hall Second Floor Conference Room
326 Grant Street

Public Services Committee Members Present; Juan Topete, Ed Barlow, James Harrison, and Mike Daugherty

Members Absent;

Staff Present; Tom Short and Mark Peterson

Non-Members Present; Ceri Otero, Jonathan Roberts, Abi Almandinger, Caleb Stiles, David Armstrong, Daniel Beck, Wendy Royer and Darren Wallace

At 5:30 P.M. Mr. Topete called the meeting to order.

**Mr. Daugherty moved to approve minutes from the December 2019 meeting.
Motion carried.**

OLD BUSINESS:

1. Update on Water's Edge Aquatic Design presentation from 12.17.19

Mr. Peterson provided information on three different paths to direct the committee related to the WEAD presentation.

1. Move forward with an independent feasibility study and market survey related the WEAD presentation. This would provide the information needed to determine citizen's desire for a new aquatic center. It would provide information on what scale of a project could be supported. The WEAD presentation had a neighborhood/community type pool and a regional aquatic center. Mr. Peterson discussed the need to understand community desire and then determine what scale can be supported.
2. Have aquatics analyzed in the current scope of the upcoming Parks & Recreation Master Plan. Mr. Peterson suggested it would be given the same attention as any current facility, park or program would be given in the Master Plan process. Identify the need and prioritize aquatics alongside any current or new opportunity that is presented in the Master Plan.
3. Combine path 1 and 2. We have Master Plan proposals from consultant groups due on 2/14. We have a two week review period and then interviews with those selected. Mr. Peterson suggested that we would provide information to these consultants groups so they may add the necessary team for a feasibility study with market survey for aquatics. As we get to the review and interview process we look at the offerings and work to negotiate this into the Parks & Recreation Master Plan. This could provide an opportunity to save money by not doubling up similar components of a feasibility study that

would be happening within the Master Plan process. It would allow the selection committee an opportunity to see what can be provided by the consultant groups in master planning and aquatics. The margin may shrink in this process vs. the city providing a separate standalone independent study. The two need to coexist and the consultant group awarded the master plan will be the group we depend on for future planning and needs this information as well.

Mr. Harrison noted a significant amount of citizens from his ward are supporting moving forward with an aquatic center. He noted the need to move quickly to generate information. He would like to stay on timelines established by WEAD to save potential cost.

Mr. Daugherty noted the desire to move quickly as well. He emphasized the slow nature of city government and he would like to keep from any delay.

Mr. Barlow was also in an agreement on the need to provide data for the decisions to be made.

Mr. Peterson discussed how this process of rolling the feasibility work into the work of the master plan process will keep the pace moving rather than going to an additional RFP for the feasibility study.

The committee view was to move forward with the third option of rolling a feasibility into the master plan process and negotiating with consultant groups during the review and selection phase.

NEW BUSINESS:

STAFF REPORTS

Mr. Peterson discussed the following.

- Fireworks RFP due on 2/14
- Master Plan RFP due on 2/14
- The need to demo the range building
- The need to demo the "Big Shelter" at Municipal Park
- The Kellogg Lake Board would like to provide materials for a new shelter in the northeast corner of the lake on the peninsula. A heavily used area that they have wanted to place a shelter for a long time. They will provide material and the Park Department staff will provide the labor.

Mr. Daugherty made a motion to accept the donation of shelter materials for a new shelter at Kellogg Lake and Park Department staff provide the labor. Motion carried.

- We will look at upgrading current park signage and adding new signage to parks without sufficient signage. We will look to create similar signage for each park with a possible exception to Central Park in an effort to match the Victorian

style.

- Griggs Park projects are in motion. Community gardens are being designed and plotted out. Concrete quotes are being generated for the Pickle Ball courts. We intend to install security lighting in the southeast corner facing to the northwest corner to provide better light and security for the park.
- Park Department realignment is moving along nicely. I have met with all 4 teams to discuss roles and responsibilities. Brian Bradley has been moved to the Park Superintendent position. The transition is going well.
- We are in the process of hiring a new department secretary. I have narrowed down the applicants to 6 that will be coming in for interviews this week. We look to have somebody on board in early February.

Mr. Short told the committee about upcoming budget reallocations involving four capital items. There have been capital items that will not be performed that funds will be moved to allow for a park master plan funding, a golf course fountain and pool pump repairs.

Mr. Daugherty moved for adjournment.

Meeting adjourned at 6:24 P.M.

***MINUTES
SPECIAL
COMMITTEES
AND BOARDS***

The Carthage Public Library Board of Trustees met Tuesday, December 10, 2019 in the Carthage Public Library Board Room. The meeting was called to order at 5:15 pm by Peggy Ralston, President.

APPROVED

Roll Call

Board Members present were: Donna Maggard, Eric Putnam, Gary Cole, Kevin Johnson, Peggy Ralston, Miriam Putnam and Sandy Swingle. Also present was Library Director Julie Yockey and Dina Sarratt from Beimdiek Insurance. Board members Carrie Campbell and Justin Baucom were absent. Dina departed after the insurance presentation.

Minutes of Last Meeting

There were two changes to the minutes of the last regular meeting. Under Committee Reports the wording "Kansas City Roofing Company" was changed to "CCR". A motion to approve the minutes of the regular session of November 12, 2019, as amended, was made by Sandy Swingle and seconded by Donna Maggard. Motion passed unanimously.

Financial Report

Attached. November 2019 financials were presented. Discussion included: (1) Property Tax revenue has not been received yet but should start coming in. (2) The Parks and Storm Water revenue check was ~\$40k, slightly above budget. Gary Cole moved to accept the November 2019 financial report. Miriam Putnam seconded. Motion passed unanimously.

Director's Progress and Service Report

Attached. Discussion included: (1) Eric Putnam moved to re-appoint Kevin Johnson as Secretary-Treasurer. Gary Cole seconded. Motion passed unanimously. Carrie Campbell was thanked for filling this role while Kevin was absent. (2) Julie commented how the Library was decorated for Christmas and how beautiful it looked. (3) The Library hosted the Chamber of Commerce Emerging Leaders luncheon and Julie was the guest speaker. (4) Santa visits on December 11, 2019. (5) The Boylan Foundation made a grant of \$25,000 for landscaping and patio furniture for the new building. (5) The library experienced vandalism inside the building. Julie called the Carthage Police on the four juvenile offenders and had them removed from the premises.

Youth Services Progress and Services Report

Attached.

President's Message

No report.

Council Liaison's Report

No report.

Committee Reports

Building Committee – Gary Cole reported: (1) the new building has been started. There were excavation issues which had to be remedied. These were not unexpected but the cost to fix - approximately \$15k – is additional. Foundation re-bar is on order and the final excavation will be completed once it is

The Carthage Public Library Board of Trustees Meeting Minutes – December 2019

received on site. (2) G&G Construction had Joplin Roofing quote fixing the roof issues. CCR will decide if they will accept the quote or fix themselves. At issue is a proper fix for the 2 ft surrounding edge.

Budget Committee – No report.

Community Relations – Sandy reported Ben will contact the high school Chess Club about conducting a “live” chess board game during the Christmas break.

By-Laws - No report.

Library Gardens – Miriam reminded the board of the timeline for landscaping the new building and they would have to begin working on those plans.

ADA Compliance – No report.

Communications – No report.

Unfinished Business

No report.

New Business

(1) Dina Sarratt from Beimdiek Insurance presented renewal options for both the General Liability and Property insurance. She was able to obtain only two quotes due mainly to the recent major claim; Travelers and MOPERM. After discussion, Gary Cole moved to accept the MOPERM quote for both General Liability and Property. Miriam Putnam seconded. Motion passed unanimously. (2) Peggy had been approached about homebound individuals getting material from the Library. Julie advised there is a form/process available to appoint an alternate person for checking out material under someone’s library card.

Payment of Bills

Peggy Ralston said she had reviewed the bills and they could be paid. Eric Putnam made a motion to pay the bills. Gary Cole seconded. Motion passed unanimously.

Other New Business

No report.

Adjournment

Gary Cole made a motion to adjourn. Eric Putnam seconded. Motion passed unanimously. Meeting was adjourned at 6:14 pm.

Respectfully submitted,

Kevin Johnson
Secretary-Treasurer

The Carthage Public Library Board of Trustees Meeting Minutes – December 2019

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Library Gardens – Miriam reminded the board of the timeline for landscaping the new building and they would have to begin working on those plans.

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Communications – No report.

Unfinished Business

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New Business

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Payment of Bills

Peggy Ralston said she had reviewed the bills and they could be paid. Eric Putnam made a motion to pay the bills. Gary Cole seconded. Motion passed unanimously.

Other New Business

No report.

Adjournment

Gary Cole made a motion to adjourn. Eric Putnam seconded. Motion passed unanimously. Meeting was adjourned at 6:14 pm.

Respectfully submitted,



Kevin Johnson

Secretary-Treasurer

Carthage Chamber of Commerce Board of Directors

Thursday, December 19, 2019 at 7:30 a.m.

Members present:

Roy Mason, Chair
Brian Schmidt, Vice Chair
Kimberly Fullerton, Treasurer
Tom Flanigan, ex-officio
Robert Goar
Dr. Jon Haffner
Tina Hallmark
Stephanie Howard, ex-officio
Tom Short, ex-officio
Elizabeth Simmons
Scott Watson
Steve Willis, Past Chair
Greg Wolf, ex-officio

Members absent:

Becky Andrews
Paul Eckels
John Lenahan

Liaisons present:

Jim Benton, liaison
Niki Cloud, liaison

Liaisons absent:

Mike Daugherty, liaison

Staff present:

Mark Elliff, Pres/Sec
Neely Myers

I. Call to order

Roy Mason called to order the regular meeting of the Board of Directors Meeting at 7:30 a.m. on December 19, 2019 at Carthage Chamber of Commerce. New Board members Jeanette Clem and Manny Maturino were in attendance as well.

II. Accountants Review-Taylor Green PC

The Review was presented by representatives of Taylor Green PC. There were no concerns noted. Motion to accept the report was made by Scott Watson with second by Steve Willis. Motion carried.

III. Approval of Consent Agenda Items

Motion to approve, by Steve Willis, second by Beth Simmons, motion carried.

IV. Partner Reports

- a) CVB – Niki Cloud: Tourism in Jasper County brings in \$220 million per year.
- b) Ministerial Alliance: Jeremiah Johnson is the new liaison, pastor of Grace Pointe Assembly of God.

V. Chair Report

The Chair did not have any report.

VI. President Report

President Elliff reported he attended the December School Board meeting to address the economic importance of the Technical Center. There were also comments made pertaining to the Lt. Governor being very impressed with the Carthage community and specifically the Maple Leaf Parade that he attended as a participant. There have also

been several meetings with the City Administrator regarding the Economic Development Activity reports and an update on the Schreiber expansion.

VII. City of Carthage Report

City Administrator Tom Short updated the Board on the proposed round-a-bout at Fir Road and I-49 at a cost of \$2.3 million with a potential completion date of September 2021. Mr. Short also reported that the McCune Brooks Trust has approved \$50,000 for the new library annex and discussion continues regarding the possibility of an Aquatic Center.

VIII. Jasper County Report

Commissioner Flanigan reported that the remodeling in proceeding in the Carthage Courthouse and plans are being reviewed for the update of the Jasper County Jail.

IX. Old Business

None

X. New Business

None

XI. Other Business

None

XII. Strategic Discussions

Strategic Planning Meeting set for January 23, 2020 at 11:30 a.m.

XIII. Adjourn

Motion to adjourn made by Steve Willis and second by Brian Schmidt. Motion carried.

CWEP BOARD MEETING MINUTES

January 16, 2020

The Carthage Water & Electric Plant Board met in regular session January 16, 2020, 4:00 p.m. at the CWEP Office, 627 W Centennial, Carthage, MO.

Board:

- | | |
|--|--|
| ☒ Neel Baucom- President | ☒ Brian Schmidt - Member |
| ☒ Danny Lambeth -Vice President | ☒ Ron Ross – Member |
| ☒ G. Stephen Beimdiek -Secretary | ☒ Pat Goff - Member |
| ☒ Darren Collier -Liaison | |

Staff:

- | | |
|--|--|
| ☒ Chuck Bryant-General Manager | ☒ Jason Choate-Director of Water Services |
| ☒ Cassandra Ludwig-General Counsel | ☒ Kelli Nugent/CFO |
| ☒ Jason Peterson-Director IT & Broadband | ☒ Kevin Emery-Director of Power Services |
| ☒ Megan Stump- Executive Assistant | ☒ Stephanie Howard-Director of Business & ED |
| ☐ Megan Milliken-Customer Relations Mgr. | |

President Baucom called the meeting to order at 4:01 p.m.

ADDITIONS/CHANGES TO THE AGENDA:

General Manager Bryant informed the Board on the change to the agenda of removing the agenda item for the Resolution of Vladimir Vavilov. This will be postponed until Vavilov is able to attend.

APPROVAL OF MINUTES:

A motion by Goff and seconded by Schmidt to approve the minutes of the regular meeting of December 19, 2019 as presented passed unanimously.

APPROVAL OF DISBURSEMENTS:

A motion by Lambeth and seconded by Beimdiek to approve disbursements for December in the amount of \$2,920,905.94 passed unanimously.

FINANCIAL STATEMENT:

CFO Nugent presented the financials for December noting that the net income for the utility combined was ahead of budget but 53% lower than prior year. The trend continues year to date with net income coming in an 34% higher than budget but slightly lower than prior year.

Operating revenues for all departments were higher than budget for the month and operating expenses were slightly higher than budget for the month. She noted that for the year to date, revenues were higher than budget for every department with the exception of Electric. Year to date power and water loss percentages came in at 2.51% and 10.92%, respectively.

A motion by Ross and seconded by Beimdiek to approve December financials passed unanimously.

CITIZEN'S PARTICIPATION PERIOD: None.

OLD BUSINESS: None.

NEW BUSINESS:

CONSIDERATION OF BACKHOE LEASES

General Manager Bryant reviewed the process used over the last many years on entering a lease/purchase agreement for backhoe equipment from local dealer Fabick. GM Bryant recommends that Carthage Water and Electric Plant move forward with the approval of the lease agreements for the two backhoe loaders.

A motion by Beimdiek and seconded by Schmidt to approve the lease with Caterpillar for two backhoe loaders passed unanimously.

CONSIDERATION OF WASTEWATER COLLECTION SYSTEM MAINTENANCE AND INSPECTION PROGRAM PLANNING

General Manager Bryant presented the wastewater collection system maintenance and inspection program planning by HDR to the board. Bryant reported this program will help assess inventory and develop a plan to identify solutions to the wastewater collection system.

A motion by Goff and seconded by Lambeth to approve the wastewater collection system maintenance and inspection program planning by HDR passed unanimously.

CONSIDERATION FOR THE PURCHASE OF A TENSIONER TRAILER

General Manager Bryant noted a formal bid request was advertised and issued to vendors for the purchase of a single-drum puller tensioner trailer. Of those who received the request, Brooks Brothers Trailers was the only respondent to submit a proposal for this trailer. Their submitted proposal amount was \$99,050.00 which was below CWEP's budgeted amount of \$100,000.00. GM Bryant recommends that Brooks Brothers Trailers be awarded this purchase. A motion by Ross and seconded by Beimdiek to approve the purchase of a single-drum puller tensioner trailer passed unanimously.

PRESENTATION OF CYBER SECURITY REPORT

General Manager Bryant reported Carthage Water and Electric applied for Cyber Security assessment in 2018. In October of 2019, Burns and McDonnell came to CWEP to assess how well Cyber Security was being implemented in the company. GM Bryant introduced Director IT and Broadband Peterson to talk about the findings Burns and McDonnell had and the steps CWEP will need to make to make things more secure.

STAFF REPORTS:

General Manager Bryant gave updates on Sikeston and Plum Point. He noted Allgeier Martin will be overseeing a detailed inspection of transformer 2-1 due to an elevated ethane level. GM Bryant reported Justin Ralston and Noah Smith have completed their apprenticeships to become Journeyman Lineman, Chance Adams has completed the second year of his apprenticeship and will begin his third year in January, Chris Perry will be starting his first-year apprenticeship in January. Bryant informed the board that Well #1 is down, he added Wastewater Treatment Plant upgrades will begin in February. Bryant added AMI staff had a preproposal meeting and have been hard at work this week.

CFO Nugent noted her department is actively interviewing for the Customer Service Representative position. As per the requirements of the investment policy, CFO Nugent presented the Schedule of Investments as of December 31, 2019.

General Counsel Ludwig provided the Board with a legislative update.

Director of Power Services Emery informed the board that Poor Boy finished their tree trimming services for the fiscal year.

Director of Water Services Choate noted Troy Westrum was in town this week to help track down a possible water leak in the system that was causing a significant water loss. Choate reported the leak was found and repaired.

Director of Business and ED Howard gave an update on the distribution center.

Executive Assistant Stump informed the Board Customer Relations Manager Milliken is now on maternity leave, she had a healthy baby girl.

At 5:34 p.m. the meeting adjourned.

President – Neel Baucom

Secretary – Steve Beimdiek

***AGENDAS
STANDING
COMMITTEES***

PUBLIC SERVICES COMMITTEE
TUESDAY JANUARY, 21ST 2020
5:30 P.M.
CITY HALL SECOND FLOOR CONFERENCE ROOM
326 GRANT STREET

Old Business

1. Consider and approve minutes from previous meeting.
2. Update on Water's Edge Aquatic Design presentation from 12.17.19.

CITIZENS PARTICIPATION

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

New Business

Staff reports

Other Business

ADJOURNMENT

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

Posted: _____

By: _____

City of Carthage



NOTICE OF MEETING

Public Safety Committee – Agenda

Monday January 27, 2020
5:30 p.m.
Carthage City Hall – Upstairs Conference Room
326 Grant, Carthage MO 64836

TENTATIVE AGENDA

OLD BUSINESS

1. Consideration and approval of minutes from previous meeting.
2. Discuss parking on City Lots Ordinance Update

CITIZEN PARTICIPATION

1. Road closures for 2020 Food Truck Fridays – Niki Cloud CVB
2. Repelling the pit bull ban in the City – Christian O'Neill
3. Rallye in the Park – Jude Champagne

NEW BUSINESS.

1. Consider and discuss acceptance of donation of \$10,000 to the Police Department – Dagnan
2. Consider and discuss proposing a standing contract with Wireless Technologies for radios – Dagnan
3. Consider and discuss declaring a CPD vehicle as surplus – Dagnan
- 4.
5. Staff reports
 - a. Fire Department
 - b. Police Department

ADJOURNMENT

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

POSTED: _____

BY: _____

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS

January 28, 2020

5:00 PM

Carthage City Hall

Council Chambers

Old Business

1. Consideration and Approval of Minutes from Previous Meeting
2. Review and Approval of the Claims Report

Citizens Participation

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

New Business

1. Staff Reports

Adjournment

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

Posted _____

***AGENDAS
SPECIAL
COMMITTEES
AND BOARDS***



AGENDA

Notice is hereby given that the Carthage Water & Electric Plant Board will meet January 16, 2020, 4:00 p.m. at the CWEP Complex, 627 W. Centennial, Carthage. The tentative agenda of the regular meeting includes:

ADDITIONS TO THE AGENDA

APPROVAL OF THE BOARD MINUTES: December 2019

APPROVAL OF DISBURSEMENTS: December \$2,920,905.94

FINANCIAL STATEMENT: December

COMMITTEE REPORTS

CITIZENS PARTICIPATION PERIOD:

OLD BUSINESS: None.

NEW BUSINESS:

1. Consideration of Retirement Resolution for Vladimir Vavilov
2. Consideration of Backhoe Leases
3. Consideration of Wastewater Collection System Maintenance and Inspection Program Planning
4. Consideration for the Purchase of a Tensioner Trailer
5. Presentation of Cyber Security Report

STAFF REPORTS

BOARD MEMBER COMMENTS

Persons with disabilities who need special assistance may call 417-237-7300 or 1-800-735-2466 (TDD via Relay Missouri) at least 24 hours prior to meeting.

Representatives of the news media may obtain copies of this notice by contacting:
Megan Stump, P O Box 611 Carthage, MO 64836 417-237-7300



CARTHAGE
PUBLIC LIBRARY

612 S. Garrison Avenue
Carthage, Missouri 64836
Ph 417.237.7040
Ex 417.237.7041
carthage.lib.mo.us

CARTHAGE PUBLIC LIBRARY BOARD OF TRUSTEES

Tuesday, January 14th, 2020 5:15 p.m.

CARTHAGE PUBLIC LIBRARY BOARD ROOM
612 S. Garrison Ave.

AGENDA

Roll Call of Members

Minutes of the Last Meeting

Financial Report

Director's Progress and Service Report

President's Message

Council Liaison's Report

Committee Reports

Building Committee

Multipurpose Building update

Update on roof

Budget Committee

Community Relations

By-Laws

Library Gardens

ADA Compliance

Communications

New Business

Payment of Bills

Adjournment

John Bartosh
Presiding Commissioner

Tom Flanigan
Eastern District Commissioner

Daricus K. Adams
Western District Commissioner

JASPER COUNTY COMMISSION



302 S. Main ST
Carthage, MO 64836

Carthage: 417-358-0421
Joplin: 417-625-4350

Toll Free: 800-404-0421
Fax: 417-358-0483

COMMISSION AGENDA
JANUARY 21, 2020
9:00 A.M.
JASPER COUNTY COURTHOUSE ROOM 101

1. CALL TO ORDER
 - PRAYER
 - PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF MINUTES
4. PRESENTATIONS
5. REPORTS AND COMMUNICATIONS
6. ELECTED OFFICIALS/CITIZENS REQUESTS
 - ♦ **Surplus Vehicle for the Jasper County Assessor.**
7. COMMISSIONER'S REPORTS
8. UNFINISHED BUSINESS
9. NEW BUSINESS
10. PUBLIC HEARINGS

PUBLIC PARTICIPATION FROM AUDIENCE WHEN ADDRESSED YOU WILL BE ALLOWED THREE MINUTES TO SPEAK.

ELECTED OFFICIALS/CITIZENS WISHING TO BE HEARD UNDER ELECTED OFFICIALS/CITIZENS REQUEST MUST REQUEST TO SPEAK TO COMMISSION BY 4:00 P.M. ON THE FRIDAY PRIOR TO THE COMMISSION MEETING ON TUESDAY. CITIZENS SPEAKING TIME WILL BE LIMITED TO FIVE MINUTES.

THE NEWS MEDIA MAY OBTAIN COPIES OF THIS NOTICE BY CONTACTING:
COMMISSION OFFICE, 302 S. MAIN, COURTHOUSE, ROOM 101, CARTHAGE 417-358-0421

NOTICE POSTED JANUARY 17, 2020 AT 4:00 P.M.

(RSMO 610.020)



Board of Directors Meeting

Thursday, January 23, 2020

11:30 a.m.

Vision Statement - To foster and facilitate the success of Carthage area businesses, so our community is financially healthy and the people living, working, and playing in Carthage can enjoy a higher quality of life.

Mission Statement - To improve the overall business climate for our members and quality of life for the community through sponsorship of programs which promote civic and economic development, stimulate growth, and support relevant political action.

Agenda

1. Call to Order
2. Consent Agenda Items
 - a. Approval of December Minutes
 - b. Financial Report
 - c. Membership Report
 - d. Committee Reports
 - i. Membership
 - ii. Ambassadors
 - iii. Banquet
 - iv. Carthage Leading Ladies
 - v. Maple Leaf
 - vi. Marketing/Expo & Home Show
 - vii. CEL
3. Partner Reports
 - a. CVB - Niki Cloud (Willis)
 - b. Ministerial Alliance – Jeremiah Johnson
4. Chairman's Report
5. President's Report
6. City of Carthage Report
7. Jasper County Report
8. Old Business
 - a. As needed
9. New Business
 - a. Signature Card Resolution
 - b. Retirement Contribution 4%
 - c. Conflict and Privacy Policy Notices

10. Other Business
11. Strategic Planning
 - a. Discussion of Economic Development Contract 2020-2021
 - b. Vision and Mission Statement Review
 - c. Top 3 Priorities in 2020
 - d. Discussion of Imagine Pittsburgh 2030
 - e. Discussion of creating a Chamber Foundation
12. Upcoming calendar items (handout)
13. *Next Meeting - Thursday, February 20, 2020*
14. Adjourn

POSTED: _____ BY: _____

2019 Board of Directors meetings total = 12

Roy Mason	10	Robert Goar	5	Jim Benton	4
Brian Schmidt	8	Dr. Jon Haffner	11	Niki Cloud	7
Kimberly Fullerton	11	Tina Hallmark	8	Mike Daugherty	5
Steve Willis	11	John Lenahan	0	Stephanie Howard	11
Becky Andrews	11	Beth Simmons	10	Tom Flanigan	7
Paul Eckels	8	Scott Watson	11	Tom Short	2
				Greg Wolf	8

CITY OF CARTHAGE

Planning, Zoning, and Historic
Preservation Commission

AGENDA

Date of Meeting: 2/3/2020

Place: City Hall Chambers
326 Grant St.

Time: 5:30 pm



To Consider the following items:

1. Requested by: Maria E Rodriguez-Alcala

Project Location: 1209 S Garrison Ave

Request type: Certificate of Appropriateness

Reason for Hearing: Request for the placement of solar panels on the roof of garage (south side)

2. Requested by:

Project Location:

Request type:

Reason for Hearing:

3. Requested by:

Project Location:

Request type:

Reason for Hearing:

4. Requested by:

Project Location:

Request type:

Reason for Hearing:

5. Requested by:

Project Location:

Request type:

Reason for Hearing:

Commission Members

Voting Members:	Chairman	Harry Rogers	1350 S Main St	417-358-4527
	Vice Chairman	Abi Almandinger	1220 S Main	417-793-6589
	Secretary	Bill Barksdale	1314 S Garrison	417-388-2464
	Member	Mark Elliff	1511 Grand	417-358-3613
	Member	Levi Utter	502 E Centennial	417-540-6565
	Member	Vacant	Vacant	Vacant
	Member	Jim Swatsenbarg	601 Howard	417-358-1690

Non-Voting Members:	Mayor	Dan Rife	City Hall	417-237-7003
	Councilmember	Ed Barlow		
	City Administrator	Tom Short	City Hall	417-237-7003

Staff:	Public Works Director	Zeb Carney	Public Works Department	417-237-7010
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CORRESPONDENCE

Summary of December 2019 Financial Report
Carthage Chamber of Commerce

The Carthage Chamber of Commerce finished the month of December with a net profit of \$3,678.29 compared to a budgeted amount of \$6,656.96. Year to date net income was \$75,211.18 compared to a budgeted amount of \$44,457.05. Some of the highlights for November are as follows:

1. Income was \$28,376.33 compared to budget of \$31,350.92. The following were the major reasons for the decrease.
 - (a) Total Membership Dues were \$2,667 more than budgeted amount due to timing.
 - (b) Ticket Sales income was \$1,685 less than budget due to timing.
 - (c) Annual Banquet Sponsorship is \$3,400 less than budget due to timing.
2. Expenses were \$24,698.04 compared to budget of \$24,693.96.
3. The above also carried over to the Year to Date bottom line as well.

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01/09/20

Accrual Basis

Carthage Chamber of Commerce

Profit & Loss

December 2019

	Dec 19
Ordinary Income/Expense	
Income	
Economic Development contract	9,839.58
Membership dues	
Renewal	6,097.00
Total Membership dues	6,097.00
Registration fees	
Ticket Sales	315.00
Total Registration fees	315.00
Sponsorships	
Annual Banquet Sponsorship	10,600.00
Complimentary sponsorship	1,026.00
Newsletter	98.75
Total Sponsorships	11,724.75
Tenant Agreement	400.00
Total Income	28,376.33
Gross Profit	28,376.33
Expense	
Advertising & publicity	1,206.00
Car allowance	200.00
Depreciation Expense	667.01
Dues & subscriptions	536.93
Equipment lease	248.65
Food & drinks	42.49
Insurance - health	949.82
Interest expense	616.90
Internet & website	314.98
Maple Leaf expense	4.38
Meals & entertainment	139.44
Mileage	37.82
Miscellaneous expense	29.03
Office supplies	
Office equipment	282.50
Office supplies - Other	170.81
Total Office supplies	453.31
Postage & delivery	1,338.50
Printing	603.00
Professional fees	4,325.00
Repairs & maintenance	199.10
Salaries & wages	
Employer retirement contributio	978.59
Payroll taxes	713.03
Salaries & wages - Other	10,247.84
Total Salaries & wages	11,939.46
Taxes & licenses	100.00
Utilities	746.22
Total Expense	24,698.04
Net Ordinary Income	3,678.29
Net Income	3,678.29

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01/09/20

Accrual Basis

Carthage Chamber of Commerce
Balance Sheet
 As of December 31, 2019

	Dec 31, 19
ASSETS	
Current Assets	
Checking/Savings	
General Checking	31,326.71
Maple Leaf Equity	59,327.80
Money Market	171,140.57
Petty Cash	205.86
Total Checking/Savings	262,000.94
Accounts Receivable	
1200 - Accounts Receivable	75,728.39
Total Accounts Receivable	75,728.39
Other Current Assets	
Prepaid Insurance - Business	5,355.17
1499 - Undeposited Funds	-4,088.70
Total Other Current Assets	1,266.47
Total Current Assets	338,995.80
Fixed Assets	
Accumulated Depreciation	-106,488.18
Building	292,804.82
Building Improvements	12,795.41
Land	28,000.00
Office Equipment	16,564.38
Total Fixed Assets	243,676.43
TOTAL ASSETS	582,672.23
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 - Accounts Payable	1,760.57
Total Accounts Payable	1,760.57
Other Current Liabilities	
Accrued PTO	2,196.10
Due to Maple Leaf	33,500.00
2100 - Payroll Liabilities	3,352.31
Total Other Current Liabilities	39,048.41
Total Current Liabilities	40,808.98
Long Term Liabilities	
UMB Building Loan	70,378.61
Total Long Term Liabilities	70,378.61
Total Liabilities	111,187.59
Equity	
3900 - Retained Earnings	396,273.46
Net Income	75,211.18
Total Equity	471,484.64
TOTAL LIABILITIES & EQUITY	582,672.23

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Accrual Basis

Carthage Chamber of Commerce
Profit & Loss Budget vs. Actual
 July through December 2019

	Jul - Dec 19	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Directory	0.00	0.00	0.00
Donations	0.00	0.00	0.00
Economic Development contract	59,037.48	59,037.52	-0.04
Interest incomes	351.87	399.98	-48.11
Maple Leaf Income	62,030.90	54,757.20	7,273.70
Membership dues			
New member	4,090.00	4,039.50	50.50
Renewal	69,591.23	73,972.70	-4,381.47
Total Membership dues	73,681.23	78,012.20	-4,330.97
Miscellaneous Income	108.00	0.00	108.00
Postage	0.00	25.00	-25.00
Printing & copying	0.00	67.00	-67.00
Registration fees			
Christmas open house	325.00	1,550.00	-1,225.00
Expo Booth Fee	475.00	0.00	475.00
Mulligans	0.00	0.00	0.00
Putting contest	0.00	0.00	0.00
Quarterly Luncheon	348.00	500.00	-152.00
Sidewalk Sale	0.00	0.00	0.00
Team fee	0.00	0.00	0.00
Ticket Sales	315.00	2,000.00	-1,685.00
Registration fees - Other	654.00	1,000.00	-346.00
Total Registration fees	2,117.00	5,050.00	-2,933.00
Sponsorships			
Annual Banquet Sponsorship	14,600.00	14,000.00	600.00
Beverage	0.00	0.00	0.00
Bowling Sponsor	0.00	0.00	0.00
Business After Hours	250.00	275.00	-25.00
Complimentary sponsorship	1,026.00	1,000.00	26.00
Eggs & Issues	0.00	0.00	0.00
Expo Sponsorship	600.00	0.00	600.00
Friday Coffee	0.00	450.00	-450.00
Golf contest	0.00	0.00	0.00
Golf Grand	0.00	0.00	0.00
Golf hole	0.00	0.00	0.00
Newsletter	592.50	0.00	592.50
Quarterly Luncheon Sponsor	125.00	300.00	-175.00
Sponsorships - Other	1,080.00	1,000.00	80.00
Total Sponsorships	18,273.50	17,025.00	1,248.50
Tenant Agreement	2,400.00	2,400.00	0.00
Total Income	217,999.98	216,773.90	1,226.08
Gross Profit	217,999.98	216,773.90	1,226.08
Expense			
Advertising & publicity			
Signs	0.00	200.00	-200.00
Advertising & publicity - Other	1,971.15	9,951.00	-7,979.85
Total Advertising & publicity	1,971.15	10,151.00	-8,179.85
Awards & prizes			
Flight prizes	0.00	0.00	0.00
Awards & prizes - Other	0.00	810.06	-810.06
Total Awards & prizes	0.00	810.06	-810.06

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Accrual Basis

Carthage Chamber of Commerce
Profit & Loss Budget vs. Actual
July through December 2019

	Jul - Dec 19	Budget	\$ Over Budget
Bank & credit card fees			
Equipment Fees	0.00	0.00	0.00
Bank & credit card fees - Other	82.45	182.93	-100.48
Total Bank & credit card fees	82.45	182.93	-100.48
Car allowance	1,200.00	1,200.00	0.00
Contract services	524.50	250.00	274.50
Depreciation Expense	4,002.06	4,002.06	0.00
Dues & subscriptions	2,234.56	1,625.85	608.71
Equipment lease	1,518.20	1,595.02	-76.82
Facility use fees			
Greens/carts	0.00	0.00	0.00
Room & setup fees	0.00	204.00	-204.00
Facility use fees - Other	0.00	0.00	0.00
Total Facility use fees	0.00	204.00	-204.00
Food & drinks			
Appetizers/snacks	0.00	0.00	0.00
Beverages	0.00	50.00	-50.00
Breakfasts	0.00	40.00	-40.00
Dinners	0.00	190.00	-190.00
Lunches	0.00	75.41	-75.41
Teacher luncheon	600.00	500.00	100.00
Food & drinks - Other	86.49	11.42	75.07
Total Food & drinks	686.49	866.83	-180.34
Insurance - business	-1,572.50	0.00	-1,572.50
Insurance - health	3,442.92	8,301.98	-4,859.06
Interest expense	2,201.83	1,944.98	256.85
Internet & website	2,938.64	1,100.02	1,838.62
Maple Leaf expense	37,167.37	39,973.89	-2,806.52
Meals & entertainment	1,864.40	2,400.20	-535.80
Mileage	377.53	516.00	-138.47
Miscellaneous expense	63.03	500.02	-436.99
Office supplies			
Office equipment	902.16	2,118.17	-1,216.01
Office supplies - Other	1,114.14	800.02	314.12
Total Office supplies	2,016.30	2,918.19	-901.89
Postage & delivery	1,570.20	600.00	970.20
Printing	1,511.10	1,153.11	357.99
Professional fees	6,425.00	8,000.00	-1,575.00
Repairs & maintenance	1,872.94	2,400.00	-527.06
Salaries & wages			
Employer retirement contributio	1,957.18	2,547.83	-590.65
Payroll taxes	3,784.80	5,745.38	-1,960.58
Salaries & wages - Other	56,463.80	63,535.50	-7,071.70
Total Salaries & wages	62,205.78	71,828.71	-9,622.93
Scholarships	0.00	1,000.00	-1,000.00
Seminars & conferences	2,197.35	850.00	1,347.35
Taxes & licenses	342.80	42.00	300.80
Travel			
Airfare	531.00	1,000.00	-469.00
Lodging	284.00	400.00	-116.00
Travel - Other	0.00	0.00	0.00
Total Travel	815.00	1,400.00	-585.00

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Accrual Basis

Carthage Chamber of Commerce
Profit & Loss Budget vs. Actual
 July through December 2019

	Jul - Dec 19	Budget	\$ Over Budget
Utilities	4,949.70	5,000.00	-50.30
Write Offs	0.00	1,500.00	-1,500.00
Total Expense	142,608.80	172,316.85	-29,708.05
Net Ordinary Income	75,391.18	44,457.05	30,934.13
Other Income/Expense			
Other Income			
Non-renewals	-180.00		
Total Other Income	-180.00		
Net Other Income	-180.00	0.00	-180.00
Net Income	75,211.18	44,457.05	30,754.13

Membership – With 1 new (MCA Construction, Rental and Sales) and 0 dropped member, we finished the month of December up 1 (444 members) from November 2019 (net gain \$590) and up 7 from the same month in 2018 (net gain \$3338).

Ambassadors – Since the last Board meeting we have had 1 ribbon cutting and a Monday Member Meet-both with fantastic attendance. Ambassadors will meet the 22nd of January are still recruiting new Ambassadors for 2020.

Banquet – Community Bank & Trust has donated 2 iPad minis to be used for check in. A reservation number of 420 is expected. Volunteers have been secured for set-up, night of, and tear down. Caterer has final number and decorations are in place.

Carthage Leading Ladies – February's event will be a Life Hacks and Harmony progressive lunch with location and caterer TBD. April's event will be a health care/self-care panel breakfast with planning in the early stages.

Maple Leaf – The first meeting for the 2020 festival will be held in February.

Marketing/Expo & Home Show – Sponsorships and booth spaces for Expo are being sold. The show will be marketed as two separate events with the Friday night being marketed to business professionals and Saturday being marketed to shoppers. A logo for the theme of Leap Into Small Business is being fine-tuned and activities and videos are being planned.

CEL-The CEL planning committee will met on January 9th

Vision Statement - To foster and facilitate the success of Carthage area businesses, so our community is financially healthy and the people living, working, and playing in Carthage can enjoy a higher quality of life.

Mission Statement - To improve the overall business climate for our members and quality of life for the community through sponsorship of programs which promote civic and economic development, stimulate growth, and support relevant political action.



Imagine Pittsburg 2030

In the summer of 2010, business, education and community leaders in Pittsburg identified a need for a grassroots, citizen-driven visioning effort to strategically address the community's opportunities and challenges through the year 2030. Similar efforts in the past have proven fruitful, resulting in successful local initiatives to build the Family Resource Center and groundbreaking collaborations like the Business Education Alliance.

Background

A steering committee of fifteen local representatives from a wide variety of backgrounds was formed to lead the visioning effort. Pittsburg City Commissioner Marty Beezley and Dr. Brad Hodson were chosen to serve as co-chairs of the vision steering committee. As part of the information gathering process, this steering committee engaged The Bernard Consulting Group, a Kansas City-based consulting firm regarded as one of the nation's foremost experts in community visioning. To maximize community input, the steering committee and The Bernard Group conducted three town hall meetings, two online surveys and an identical hard copy survey mailed to all Pittsburg residents with a pre-addressed, postage-paid envelope for return. The Bernard Group also conducted one-on-one interviews and thirteen focus groups with various targeted audiences from the community.

From this input emerged a common vision, along with four specific core areas of focus: Housing, Economic Development, Infrastructure and Public Wellness. In addition, a list of strategies with specific goals were identified for each area. These goals would serve as the action plan to support IP 2030.

From 2012-2017, Pittsburg experienced approximately \$400 million in planned or completed projects. Many of these were a direct result of community input received through the Imagine Pittsburg 2030 planning process.

Among the successes include:

- Construction of the \$80 million Kansas Crossing Casino project, along with new Hampton Inn & Suites and La Quinta Inn & Suites properties.
- Completion of the \$34 million Bicknell Family Center for the Arts and \$16 million Robert W. Plaster Indoor Event Center at Pittsburg State University.

- Continued growth in the medical sector, including multi-million dollar expansions at Via Christi Hospital, Community Health Center of Southeast Kansas and Pinamonti Wellness Center.
- Significant expansions at Masonite, Kendall Packaging Corporation, EaglePicher Technologies, CDL Electric, Miller's Professional Imaging and several other major employers.
- Considerable growth in the retail sector, including new locations for Buffalo Wild Wings, Rib Crib, Colton's Steakhouse, Gusano's, Domino's Pizza and more.
- The \$1.6 million Crawford County Career & Technical Education Center, a collaborative effort between the Bicknell Family Foundation, City of Pittsburg, Crawford County, USD 250, Pittsburg State University and the Pittsburg Area Chamber of Commerce, which will ensure that area residents have access to the skills required for the jobs of today and that area businesses enjoy a skilled, competitive workforce.
- A new City of Pittsburg Five-Year Capital Improvement Plan, which now serves as a crucial part of the City's annual budgeting process.
- Passage of a sales tax dedicated to enhancing public safety, which added more than twenty-five law enforcement officers and greatly improved forensic technology.
- Over 100 miles of fiber optic connectivity, along with four new telecommunications company franchise agreements providing high-speed service to Pittsburg businesses and residents (including 1GB to the home)
- Over \$3 million secured by the City in planned or constructed trails as a result of state and federal grants, safe routes to school grants, Sunflower trail grants and private donations.
- Streamlined City internal procedures for demolition of dilapidated structures and better coordination with the County for more frequent Sheriff sales of properties
- Adoption and implementation of the International Property Maintenance Code.
- A target industry analysis aimed better leveraging Pittsburg's resources and programs offered at Pittsburg State University to enhance economic development/business recruitment.

As the initial Imagine Pittsburg 2030 vision was unveiled in early 2012, the steering committee agreed that the document should be updated every five years.

A New Vision

In 2016, an expanded committee was planned to reach a more diversified audience and to begin the process of the first five year update. Although a few of the original steering committee members stayed on, leaders felt a broader perspective about the community vision would be beneficial. Joe Dellasega, Jeremy Johnson and Jeff Poe were selected as co-chairs.

The new steering committee was comprised of the following community members:

- Joe Dellasega, The Dellasega Group, co-chair
- Jeremy Johnson, Pittsburg city commissioner, co-chair
- Jeff Poe, Pittsburg State University, co-chair
- Monica Angeles, Century 21/Cobb Realty
- Marcee Binder, Wesley House
- Pat Cedeno, Watco Companies
- Brandee Johnson, LimeLight Marketing
- John Ketterman, Pittsburg city commissioner
- Mark Lehman, Family Life Assembly of God Church
- Shawn Naccarato, Pittsburg State University
- Leah Posterick, Signet Coffee Roasters
- Tawny Sandifer, Via Christi Hospital
- Mark Werner, Attorney at Law
- Daron Hall, Pittsburg city manager
- Jay Byers, Pittsburg assistant city manager
- Becky Gray, Pittsburg housing & community development director
- Cameron Alden, Pittsburg public works director/city engineer
- Matt Bacon, Pittsburg utilities director
- Blake Benson, Pittsburg Area Chamber of Commerce president

Individual task forces comprised of steering committee and community members updated each of the four areas of focus, as well as two new ones, education and marketing/branding. The task force members reviewed progress made on each of the initial Imagine Pittsburg 2030 priorities and recommended revisions back to the steering committee. They also looked forward to identify the next list of strategies and goals needed to continue the momentum for the next five years. This work spanned several months and periodically the subcommittees reported back to the larger committee as they completed their individual plans. Information received from numerous studies were available to assist in the goal setting process. These studies included:

- Housing Needs Assessment
- Commuter Study
- Retail and Hotel Study
- PSU Student Retail Study
- PSU (Dr. Michael Davidsson's) Housing Analysis
- Dr. Davidsson's Micropolitan Reports
- Target Industry Analysis
- Smart Growth America Fiscal Analysis and Downtown Study
- Mid-City Renaissance Market Analysis
- Atkinson Municipal Airport Master Plan

Several of these reports included significant citizen engagement which makes it important that the information is included in the 2030 plan going forward. Receiving input from the citizens was a core component of the original IP2030 initiative and it is critical that it remains a centerpiece of the continuing effort.

Citizen Engagement

To obtain this citizen input, the steering committee conducted a series of ten public presentations to unveil the updated draft document. These meetings were held at various locations throughout the community, including:

Meadowlark Elementary School

Pittsburg High School (town hall/USD 250 teacher assembly)

Pittsburg Law Enforcement Center (town hall/City Commission meeting)

Via Christi Hospital (Noon Rotary/Sunrise Rotary/Kiwanis)

Pittsburg Public Library (Pittsburg Area Young Professionals)

Homer Cole Community Center

These public presentations culminated with an address to the Pittsburg City Commission, which was also broadcast on the City's public access channel.

All told, more than 300 local residents heard the draft recommendations in person, along with countless others watching on television. Residents provided feedback on the draft recommendations, which were considered when developing the final plan.

In February 2017, the steering committee released a first draft of the new Imagine Pittsburg 2030 community vision strategy. This strategy identified the six areas of focus,

goals and individual tasks to accomplish the goals. The following diagram provides a comprehensive overview of the six areas of focus.



The Six Areas of Focus

HOUSING

The importance of housing cannot be overestimated. The primary measurement of growth is population. With over half of its housing stock over fifty years old and an average listing price of \$85,000, Pittsburg does not represent an attractive housing market. In Pittsburg, 27% of the houses were built before 1939 and 28% were built between 1940 and 1970, making over half the housing stock approximately 50 years or older.

A recent comprehensive housing study indicates housing needs across the entire spectrum including affordable, senior, moderate income, multi-family, and higher-end market rate, with an emphasis on the need for moderate to higher income houses in specific locations. Current estimates indicate over 400 acres of developable land within the city limits.

HOUSING – Increase Quality and Volume of Housing Stock in Support of IP2030

Create planned residential neighborhoods

- Build 50 housing units/year for 5 years beginning in year that ground is broken
 - Measure days on market
- Expand Senior Living Residences
- Encourage local lenders to participate

Infill Development

- Utilize Land Bank
 - Measure units put in land bank
 - Measure units that come productive by coming out of land bank
- Work with local builders
- Encourage local lenders to participate

Increase Downtown Residential

- Measure net new units “University Housing”
- Measure net new units not managed by PSU
- Complete Block 22
- Revitalize Besse Hotel
- Expand development of second floor space
- Attract developers

Develop “Supportive” Housing

- Housing that supports those recovering/living with addiction, mental disorder or recently released or being supervised by corrections.
 - Measure net new “supportive” units

ECONOMIC DEVELOPMENT

The engine driving vital communities is business. Communities that support economic activity are better able to sustain a successful population and increase community wealth. Pittsburg will be an environment that encourages entrepreneurial activity, supports business and creates jobs. Pittsburg will actively work to attract and retain a skilled workforce to meet the needs of its growing businesses. It will better leverage university talents and resources directed to support targeted industry clusters, and it will enrich its quality of place by focusing on improved cultural and physical amenities.

ECONOMIC DEVELOPMENT/IMPLEMENT THE COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY

Promote Local Entrepreneurship and Attract Jobs & Investment

- Build a coalition of support for entrepreneurship
- Effectively market Pittsburg to employers
- Market to targeted industries
- Mitigate local skills shortages

Attract and Retain a Skilled Workforce

- Utilize PSU to expand local industry clusters
- Seek new housing developments
- Strengthen connections between business community and educational institutions
- Make it easier for local employers to offer training

Better Leverage University Talents and Resources

- Find ways to expand research & Development activity associated with PSU's academic strengths
- Utilize PSU to expand local industry clusters

Enrich Quality of Place

- Incentivize reinvestment into downtown
- Promote a more walkable city center
- Invest and nurture local festivals and events

Expand Convention & Tourism Services

- Pursue convention space adjoined to one or multiple hotels
- Improve walkability from hotels in north Pittsburg to the northern retail district

PUBLIC WELLNESS

The health and safety of the people in Pittsburg is essential to maintaining a vibrant and growing community.

The citizens of Pittsburg have approved additional police officers and public safety equipment and technology and have invested in their physical security. The next step is to improve their overall health and increase activity levels. In addition to improving our services for the underserved and those struggling with their individual health, Pittsburg will create a built environment that encourages alternatives to automobiles and provides essential services for all of its citizens. Finally, by leveraging our current entertainment venues Pittsburg will position itself to become a regional destination for people to gather.

PUBLIC WELLNESS

Provide Health Support Systems

- Support programs for addiction and mental health
- Provide homeless shelter and related services
- Leverage healthcare resources in the community

Encourage Active and Healthy Lifestyles

- Employ Bicycle & Pedestrian Master Plan
- Create local food system
- Construct multi-use sports complex
- Revitalize Pittsburg YMCA
- Leverage parks and trails to improve walkability
- Promote outdoor recreation

Become Entertainment Capital of the Region

- Coordinate Bicknell Center, Plaster Center, Casino, Memorial Auditorium
- Construct youth sports complexes
- Bring festivals to Pittsburg

INFRASTRUCTURE

A strong infrastructure is a vital component of any community and Pittsburg's continued investment in this area will provide opportunities to both business and individuals alike. Huge advances have already taken place in the technology sector and as a community comprehensive master plan is completed further investments in our infrastructure will be identified and addressed.

These plans and the related projects will be critical as Pittsburg continues to attract new residents and business. Traffic flows and alternative transportation methods are a necessary part of having a friendly, livable community.

INFRASTRUCTURE

Advance Technological Systems within the Community

- Develop grid of fiber optic cable
- Increasing the connectivity within the built environment

Strategize Pittsburgh's Infrastructure Future

- Create Pittsburgh Comprehensive Plan
- Create Downtown Specific Plan
- Bicycle & Pedestrian Master Plan
- Create a sustainable electricity solution

Develop Sustainable Capital Improvement Program

- Ensure adequate funds are available for infrastructure maintenance
- Continue to invest in roads; Bypass, Quincy
- Expand treatment plants to match growth
- Invest in sidewalk and trails program

EDUCATION

A key component for any great community is a commitment to education. Pittsburgh is fortunate to have an education system that not only provides quality at all levels, from Pre-K through 12 learning, but also a four-year University and a regional technical education center.

Education opportunities for everyone in our community, regardless of their individual needs will continue to attract industry, families and entrepreneurs. By partnering with our education institutions Pittsburgh will prepare a workforce that is ready for any challenge, and provides a fun and exciting environment for those who are choosing a place to live and raise their kids.

EDUCATION

Workforce Development/Alignment

- Skills gap analysis (what businesses need) versus what skills/capabilities graduates have
- Strategic plan to address gap(s)
- CTEC challenge: bell schedule
- Identify discrete list/inventory of needs to support curriculum development
- Startup Genius
- Challenge: wage rates
- Student career planning - alignment with post-secondary education and workforce needs
- Opportunities for discouraged workers
- Hospitality curriculum

Advance all Pre-K through 12 schools

- Availability of quality child care and pre-K
- Increase K-12 education capacity
- How do schools fit into supporting regional hub?
- Expanded facilities to accommodate/support growth
- Junior achievement/Koch YE
- Focus on lifting families/children out of poverty, ex: communities in schools
- Engage/Utilize Business Education Alliance

Grow PSU (10,000) & Align/Leverage PSU long range plan

- Youth entrepreneurs program
- Retention of regional K-12 students, transition to PSU
- Better alignment with area community colleges (e.g. Fort Scott/CTEC/PSU)

MARKETING

As Imagine Pittsburg 2030 continues, the number of successes achieved by our businesses, institutions and citizens grows. Telling the story of how we are doing is an important part of this process. Communities constantly compete with one another. One of the simplest ways to effectively tell our story is to make a concerted effort to market our progress and specifically our successes.

While the initial Imagine Pittsburg 2030 initiative was largely a plan, the latest version includes not only a plan forward, but a summary of achievements and progress. The understanding that celebrating our successes with those outside our community is critical to growing Pittsburg will help us as we move *Forward Together*.

MARKETING

Develop Pittsburg Brand

- City of Pittsburg rebrand
- Create a continuous marketing effort for Pittsburg

Tell Our Story Better

- Create the position of public information officer at the City
- Design and execute a public information campaign
- Design and execute a public relations campaign

Partner with business community

- Identify resources to maximize our impact

DRAFT

APPROVED

CARTHAGE PUBLIC LIBRARY

FINANCIAL STATEMENTS

DECEMBER 31, 2019



**Carthage Public Library
Balance Sheet - Cash basis
December 31, 2019**

Assets

Current Assets

Cash in bank - treasurer's cash	\$ 138,094.35
Cash in bank - Simmons Bank	29,326.32
Cash in bank - Community National Bank	185,388.58
Cash on hand - circulation desk	100.00
Cash on hand - Internet desk	40.00
Petty cash	120.00
MOSIP Investment	665,746.35
Total Current Assets	<u>1,018,815.60</u>

Total Assets	<u><u>\$ 1,018,815.60</u></u>
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Liabilities and Net Assets

Net Assets

Unrestricted Net Assets	\$ 579,161.12
Temporarily Restricted Net Assets:	
Boylan Grant	6,252.67
CPL Development Foundation	13,048.92
Debbie Putnam - Ebooks	30,139.74
Debbie Putnam - Children's section	2,000.00
Library Gardens	13,403.70
Spotlight on Literacy (RTR) Grant - MOSL 2020	4,397.25
Spotlight on Literacy (RTR) Grant - Local 2020	7,735.57
Spotlight on Literacy - MOSL -2020	2,189.25
Spotlight on Literacy Grant - Local - 2020	13,778.65
Steadley Trust	2,546.16
Summer reading program - Local - 2019	75.18
Summer reading program - MOSL grant - 2019	(2,489.79)
Thelma Stanley Foundation Grant	7,012.96
Operational reserves	195,998.47
Change in net assets	143,565.75
Total Net Assets	<u>1,018,815.60</u>

Total Liabilities and Net Assets	<u><u>\$ 1,018,815.60</u></u>
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See accountant's compilation report.

Carthage Public Library
Statements of Income and Other Changes in Net Assets - Cash basis
For the one month and six months ended December 31, 2019

	2019 Month Actual	Monthly Budget	Monthly Variance	2019 Year to date	Annual Budget	Annual Variance
Revenue						
Book sale income	\$ 234.90	\$ 250.00	\$ (15.10)	\$ 1,058.05	\$ 3,000.00	\$ (1,941.95)
Copier income	625.50	583.34	42.16	3,311.20	7,000.00	(3,688.80)
Donations	9,669.33	0.00	9,669.33	13,144.57	0.00	13,144.57
Donations-restricted	22,282.50	1,125.00	21,157.50	243,562.96	13,500.00	230,062.96
Fax income	114.60	83.34	31.26	508.80	1,000.00	(491.20)
Fine income	682.14	583.34	98.80	3,680.74	7,000.00	(3,319.26)
Interest income	1,139.55	833.34	306.21	35,375.18	10,000.00	25,375.18
Non-resident fee income	390.00	666.67	(276.67)	3,260.00	8,000.00	(4,740.00)
Payment for lost books	120.09	0.00	120.09	301.14	0.00	301.14
Postage income	0.00	166.67	(166.67)	4.50	2,000.00	(1,995.50)
State aid	51.68	1,000.00	(948.32)	4,854.79	12,000.00	(7,145.21)
Sur tax	0.00	1,500.00	(1,500.00)	0.00	18,000.00	(18,000.00)
Tax income	27,103.05	16,916.67	10,186.38	30,896.20	203,000.00	(172,103.80)
Tax Income - Park and storm water	40,222.60	38,966.67	1,255.93	234,454.84	467,600.00	(233,145.16)
Miscellaneous income	47.73	166.67	(118.94)	1,708.72	2,000.00	(291.28)
Other income	82.84	166.67	(83.83)	590.79	2,000.00	(1,409.21)
Total revenue	<u>102,766.51</u>	<u>63,008.38</u>	<u>39,758.13</u>	<u>576,712.48</u>	<u>756,100.00</u>	<u>(179,387.52)</u>

See accountant's compilation report.

Carthage Public Library
Statements of Income and Other Changes in Net Assets - Cash basis
For the one month and six months ended December 31, 2019

	2019 Month Actual	Monthly Budget	Monthly Variance	2019 Year to date	Annual Budget	Annual Variance
Operating Expenses						
Salaries	35,864.03	40,509.66	4,645.63	238,670.16	486,116.00	247,445.84
Lagers	1,780.39	1,959.91	179.52	12,297.23	23,519.00	11,221.77
Insurance - health	529.56	1,250.00	720.44	5,536.92	15,000.00	9,463.08
Payroll taxes - FICA	2,744.10	3,042.91	298.81	18,261.24	36,515.00	18,253.76
Total payroll expenses	40,918.08	46,762.48	5,844.40	274,765.55	561,150.00	286,384.45
Employee goodwill	117.96	250.00	132.04	2,607.64	3,000.00	392.36
Advertising	0.00	83.33	83.33	0.00	1,000.00	1,000.00
Audio-visuals	39.39	166.66	127.27	602.82	2,000.00	1,397.18
Books	375.94	2,500.00	2,124.06	14,565.50	30,000.00	15,434.50
Books - children's	322.64	1,250.00	927.36	10,636.33	15,000.00	4,363.67
Contract fees	1,922.31	3,083.33	1,161.02	23,973.14	37,000.00	13,026.86
Dues and travel	107.25	833.33	726.08	3,404.03	10,000.00	6,595.97
Ebooks	0.00	291.66	291.66	3,500.00	3,500.00	0.00
Furniture and equipment	79.36	583.33	503.97	138.20	7,000.00	6,861.80
Information technology (IT)	0.00	583.33	583.33	669.97	7,000.00	6,330.03
Insurance	22,053.00	2,083.33	(19,969.67)	26,841.00	25,000.00	(1,841.00)
Legal and professional	0.00	500.00	500.00	5,425.00	6,000.00	575.00
Multi purpose building	0.00	0.00	0.00	44.76	0.00	(44.76)
Periodicals	365.70	500.00	134.30	3,857.62	6,000.00	2,142.38
Postage	67.99	125.00	57.01	526.69	1,500.00	973.31
Programs - adult	1,216.88	500.00	(716.88)	3,356.57	6,000.00	2,643.43
Programs - children	831.68	1,083.33	251.65	2,861.93	13,000.00	10,138.07
Programs, teens	0.00	83.33	83.33	325.79	1,000.00	674.21
Repairs and maintenance	599.12	2,916.66	2,317.54	27,618.58	35,000.00	7,381.42
Supplies	2,596.59	2,083.33	(513.26)	9,334.07	25,000.00	15,665.93
Telephone	218.51	500.00	281.49	2,435.91	6,000.00	3,564.09
Utilities	3,059.65	2,916.66	(142.99)	15,655.63	35,000.00	19,344.37
	33,973.97	22,916.61	(11,057.36)	158,381.18	275,000.00	116,618.82
Total expenses and losses	74,892.05	69,679.09	(5,212.96)	433,146.73	836,150.00	403,003.27

See accountant's compilation report.

Carthage Public Library
Statements of Income and Other Changes in Net Assets - Cash basis
For the one month and six months ended December 31, 2019

	2019	Monthly	Monthly	2019	Annual	Annual
	Month Actual	Budget	Variance	Year to date	Budget	Variance
Increase/(Decrease) in unrestricted net assets before transfers	27,874.46	(6,670.71)	34,545.17	143,565.75	(80,050.00)	223,615.75
Transfers from temporary restricted	2,373.79	6,670.84	(4,297.05)	27,203.48	80,050.00	(52,846.52)
Transfers to temporary restricted	<u>(22,282.50)</u>	<u>0.00</u>	<u>(22,282.50)</u>	<u>(243,562.96)</u>	<u>0.00</u>	<u>(243,562.96)</u>
Increase/(Decrease) in unrestricted net assets	<u>7,965.75</u>	<u>0.13</u>	<u>7,965.62</u>	<u>(72,793.73)</u>	<u>0.00</u>	<u>(72,793.73)</u>

See accountant's compilation report.

Carthage Public Library
Statements of Income and Other Changes in Net Assets - Cash basis
For the one month and six months ended December 31, 2019

	2019 Month Actual	Monthly Budget	Monthly Variance	2019 Year to date	Annual Budget	Annual Variance
Changes in temporarily restricted net assets						
Debbie Putnam - Children's section	0.00			(2,000.00)		
Spotlight on Literacy (RTR) Grant - MOSL 2020	0.00			4,258.00		
Spotlight on Literacy Grant - MOSL - 2020	0.00			6,776.00		
Summer reading program - Local - 2019	0.00			515.00		
Summer reading program - MOSL - 2019	0.00			4,398.12		
Mult Purpose Building - furnishings and supplies	22,282.50			44,282.50		
Mult Purpose Building	0.00			185,333.34		
CPL Development Foundation	(1,465.33)			(1,622.37)		
Debbie Putnam - Ebooks	0.00			(3,500.00)		
Library Gardens	0.00			(3,875.42)		
Spotlight on Literacy (RTR) Grant - MOSL 2020	(195.97)			(2,917.35)		
Spotlight on Literacy (RTR) Grant - Local 2020	0.00			(499.40)		
Spotlight on Literacy Grant - MOSL 2020	(968.75)			(8,425.00)		
Spotlight on Literacy Grant - Local - 2020	(579.48)			(2,785.43)		
Steadley Trust	(540.00)			(1,080.00)		
Summer reading program - Local - 2019	0.00			(590.18)		
Summer reading program - MOSL - 2019	1,375.74			(1,908.33)		
Increase/(Decrease) in temporarily restricted net assets	<u>19,908.71</u>			<u>216,359.48</u>		
Change in net assets	<u>\$ 27,874.46</u>			<u>\$ 143,565.75</u>		

See accountant's compilation report.

Carthage Public Library
Gift Account Activity
For the one month and six months ended December 31, 2019

	Beginning Balance	Increases	Decreases	Ending balance
Boylan Grant	\$ 6,252.67	\$ 0.00	\$ 0.00	\$ 6,252.67
CPL Development Foundation	13,048.92	0.00	(1,622.37)	11,426.55
Debbie Putnam - Ebooks	30,139.74	0.00	(3,500.00)	26,639.74
Debbie Putnam - Children's section	2,000.00	(2,000.00)	0.00	0.00
Library Gardens	13,403.70	0.00	(3,875.42)	9,528.28
Spotlight on Literacy (RTR) Grant - MOSL 2020	4,397.25	4,258.00	(2,917.35)	5,737.90
Spotlight on Literacy (RTR) Grant - Local 2020	7,735.57	0.00	(499.40)	7,236.17
Spotlight on Literacy - MOSL -2020	2,189.25	6,776.00	(8,425.00)	540.25
Spotlight on Literacy Grant - Local - 2020	13,778.65	0.00	(2,785.43)	10,993.22
Steadley Trust	2,546.16	0.00	(1,080.00)	1,466.16
Summer reading program - Local - 2019	75.18	515.00	(590.18)	0.00
Summer reading program - MOSL grant - 2019	(2,489.79)	4,398.12	(1,908.33)	0.00
Thelma Stanley Foundation Grant	7,012.96	0.00	0.00	7,012.96
Multi Purpose Building - furnishings and supplies	0.00	44,282.50	0.00	44,282.50
Mult Purpose Building	0.00	185,333.34	0.00	185,333.34
Operational reserves	195,998.47	0.00	0.00	195,998.47
Totals	<u>\$ 296,088.73</u>	<u>\$ 243,562.96</u>	<u>\$ (27,203.48)</u>	<u>\$ 512,448.21</u>

See accountant's compilation report.

1CAR5089 - Carthage Public Library
Check register

December 1, 2019 - December 31, 2019

Date Reference Description Amount

Cash in bank - Simmons Bank

12/06/19		Impound Payment - Tax Agent	469.00
12/06/19		Impound Payment - Firm Vendor	124.20
12/06/19	33235	Internal Revenue Service	4,317.60
12/10/19	32995	4 State Maintenance Supply, Inc.	23.52
12/10/19	32996	Alice Greenwood-Mathe	96.00
12/10/19	32997	Carthage Water & Electric	2,930.87
12/10/19	32998	Gale/Cengage Learning Inc.	184.12
12/10/19	32999	Janine Byrd	10.56
12/10/19	33000	Kevin Neher	150.00
12/10/19	33001	Kim Howarth	18.00
12/10/19	33002	Lakeland Office Systems, Inc.	346.96
12/10/19	33003	Lowes Business Acct/GECRB	20.98
12/10/19	33004	Sirioin Stockade	240.00
12/10/19	33005	TASC	529.56
12/10/19	33006	Total Electronics Contracting Inc.	378.95
12/10/19	33007	Unique Management Services, Inc.	214.80
12/20/19		Impound Payment - Firm Vendor	128.40
12/20/19		Impound Payment - Tax Agent	455.50
12/20/19	33260	Internal Revenue Service	4,322.11
12/31/19	33008	AFLAC	1,051.64
12/31/19	33009	Amazon	1,684.75
12/31/19	33010	AT&T	53.51
12/31/19	33011	Baker & Taylor	191.82
12/31/19	33012	Brodart Company	50.50
12/31/19	33013	Children's Plus Inc.	55.97
12/31/19	33014	Forette By Countryside	12.98
12/31/19	33015	Hunter & Millard Architects Inc.	540.00
12/31/19	33016	Jerry Welch	47.08
12/31/19	33017	Joplin Fire Protection Company	183.00
12/31/19	33018	Joplin Globe	336.70
12/31/19	33019	Judy Welch	8.56
12/31/19	33020	Lowes Business Acct/GECRB	405.63
12/31/19	33021	MOPERM	22,053.00
12/31/19	33022	Petty Cash	27.00
12/31/19	33023	Sam's Club MC/SYNCRB	2,148.98
12/31/19	33024	Scholastic Inc.	44.98
12/31/19	33025	Spire	128.78
12/31/19	33026	VISA Card Services	968.37
12/31/19	33027	Voya Financial	151.82
12/31/19	LAGERS-PMT	MO Lagers Payment Payroll Deductions-	2,627.94
12/31/19	P89	Payroll Journal Entry	27,157.91
Total demand			74,892.05

Director's Progress and Service Report

January 2020

2020! WOW, where has the past year gone? The library staff is excited to be headed into 2020 with so many new opportunities to look forward in assisting our patrons with. The new multipurpose building is coming right along, with a few weather delays, but we are still on a good track to be done for summer! Bi-weekly meetings are held with the architects, contractor as well as the Board of Trustees Building Committee. Gary Cole or Peggy Ralston can update the Board this evening.

On the 17th of December I did a webinar with the Missouri State Library and the United States Citizenship and Immigration Services to share information about our adult citizenship program. I have been asked to again present the webinar this spring for libraries that missed the class in December. I am always more than happy to share information about our library with the public.

Santa was here and the Community Room was busting at the seams, and a great time was had by all. We drew in a crowd of people who do not normally attend story time, and have since been back to the library each week. It was a win-win situation for all. The children and teen departments have begun their winter ready programs, a shortened, less stringent program than summer and it looks to be a lot of fun as well. We do all we can to promote readying children to read before kindergarten.

On January 10th I attended the Policy and Procedure Committee meeting for the City of Carthage/Chamber of Commerce. With "Session" just starting that week we heard updates of all of the bills that had already been filed. Tom Short gave us a review of the upcoming City Council matters concerning the annexation of Schreiber's as well as discussion about placing the on-line sales tax on the ballot. There will be a candidate forum on March 31st for all local elections. "Eggs and Issues" will be held here in Carthage on February 14th if anyone is interested, let me know and I will sign you up to attend.

On January 13th the library was closed as we hosted a Professional Development Day which included having library staff from Monett, Anderson,

Lamar, Joplin and Greenfield which totaled 50 people. We spent the morning in a workshop discussing issues concerning pest control as well as new legislation that affects public libraries. After tours of the library, my staff and I enjoyed lunch at Sirloin Stockade, returned to the library for an afternoon of meetings and cleaning house. As you notice, all the Christmas decorations are down and the library looks pretty bare, for a while anyway. We celebrated our 2019 Employee of the Year, Ms. Gail Wilcox. A fairly new employee to us, she is an outstanding young woman who goes above and beyond doing her required tasks, has never called in sick, and always jumps at the chance to pick up additional hours. We hope she never leaves us. Staff was also updated on the building progress and were made aware of two job opportunities that will be opening soon. One for the new building and the other being for a CIRC staff member who is sadly leaving us.

The library has received a grant of \$50,000 for the new educational building from the McCune Brooks Regional Hospital Trust. The monies were requested to aid us in purchasing items for the "Makerspaces" as well as for the teaching kitchen. Thank you McCune Brook Hospital Trust.

With the heavy rains and snow we have two new roof leaks, and warranty claims were filed on Monday. An update can be given tonight by Gary Cole concerning the existing leaks that are still active.

Have a great rest of your month!

Respectfully yours,

Julie Yockey, Director

CIRCULATION REPORT for December 2019

New Books/Periodicals	
Adult Books	<u>100</u>
Adult Periodicals	<u>70</u>
YA Books	<u>9</u>
YA Periodicals	<u>0</u>
Juvenile Books	<u>121</u>
Juv Periodicals	<u>6</u>
Totals	<u>306</u>

New Applications	
Adult	<u>43</u>
Juvenile	<u>27</u>
Total	<u>70</u>

AWE Computers	
AWE #1	<u>74</u>
AWE #2	<u>65</u>
AWE #3 (Bilingual)	<u>67</u>
AWE #4 (Bilingual)	<u>67</u>
Total	<u>273</u>

Computer Use	
Adult	<u>449</u>
Reference/Genealogy	<u>3</u>
Microfilm	<u>5</u>
Juvenile	<u>49</u>
Tablets	<u>23</u>
AWE	<u>273</u>
Teen Laptops	<u>67</u>
Wireless	<u>214</u>
Total	<u>1083</u>

Circulation	Adult	YA	Juvenile	Total
Books	<u>1692</u>	<u>170</u>	<u>1719</u>	<u>3581</u>
Periodicals	<u>48</u>	<u>1</u>	<u>0</u>	<u>49</u>
Audio	<u>90</u>	<u>0</u>	<u>30</u>	<u>120</u>
Visual	<u>416</u>	<u>-</u>	<u>-</u>	<u>416</u>
Circulating Electronics	<u>0</u>	<u>-</u>	<u>-</u>	<u>0</u>
eBooks	<u>951</u>	<u>117</u>	<u>183</u>	<u>1251</u>
Totals	<u>3197</u>	<u>288</u>	<u>1932</u>	<u>5417</u>
In House Use	<u>161</u>	<u>-</u>	<u>-</u>	<u>161</u>
Courier	Lending <u>396</u>	Borrowing <u>324</u>		Total <u>720</u>
Circulation Total				<u>6298</u>

Learning Express	NewsBank	Ebscohost	HeritageQuest	Total
<u>0</u>	<u>8</u>	<u>5</u>	<u>2</u>	<u>15</u>

ENGLISH	Adult	YA	Juvenile	Total
Programs	<u>0</u>	<u>0</u>	<u>6</u>	<u>6</u>
Attendees	<u>0</u>	<u>0</u>	<u>218</u>	<u>218</u>

SPANISH	Adult	Juvenile	Total
Programs	<u>2</u>	<u>2</u>	<u>4</u>
Attendees	<u>34</u>	<u>25</u>	<u>59</u>

	Requests	Filled
ILL Requests Made	<u>3</u>	<u>1</u>
ILL Requests Rec'd	<u>98</u>	<u>0</u>

Door Count	<u>N/A</u>
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	Adult	YA	Juvenile	Total
Mending	<u>46</u>	<u>1</u>	<u>26</u>	<u>73</u>
Discards	<u>82</u>	<u>4</u>	<u>35</u>	<u>121</u>
Corrective Processing	<u>7</u>	<u>1</u>	<u>3</u>	<u>11</u>



To Whom It May Concern:

Blevins Asphalt is going to start a cold mill and resurface project on Rt. 49, in Barton and Jasper Counties. Route 49 will be resurfaced from I-44 to just south of Rt. 160 in Lamar this project is 29.305 miles, this will be north bound and south bound lanes. We will began work on the Rt. 49 project the week of February 10th weather permitting, and it should take about six months to complete. This project is going to be done in the daytime hours to start and then we will move it to a night time operation later when the weather warms up enough for us to work at night, this project will have lane drops up to keep traffic moving at all times. If we find that we are having traffic queue of 15 minutes or more then we will look at what can be done to help traffic flow in the construction zone. We will start the cold milling and asphalt overlay on Rt. 49 at the city of Jasper and go north to Lamar, then we will go from Lamar to Jasper to finish that part of the job. When we get this part of the job done we will get place the rumble strips and the striping to complete this part of Rt. 49 before we start the next part from Jasper to Civil War Road in Carthage, after we get that part done we will Rumble strip and stripe that part of the project, after we are done with that part of the job we will take a few weeks off of the paving to let the guardrail guys catch up, there will still be construction going on at this time. After a few weeks away from paving we will come back and start the last part of the project from Civil War road to I-44, we are looking at being done by the end of June on this project, all of this is weather permitting

Blevins Asphalt will be working from 6:00 am to 7:00pm Monday-Friday, until we start working nights and that will be Sunday-Thursday 6:00 pm to 6:00am

This project will get milled and resurfaced and get edge treatment, Rumble Strips, New Guardrail, and new Striping.

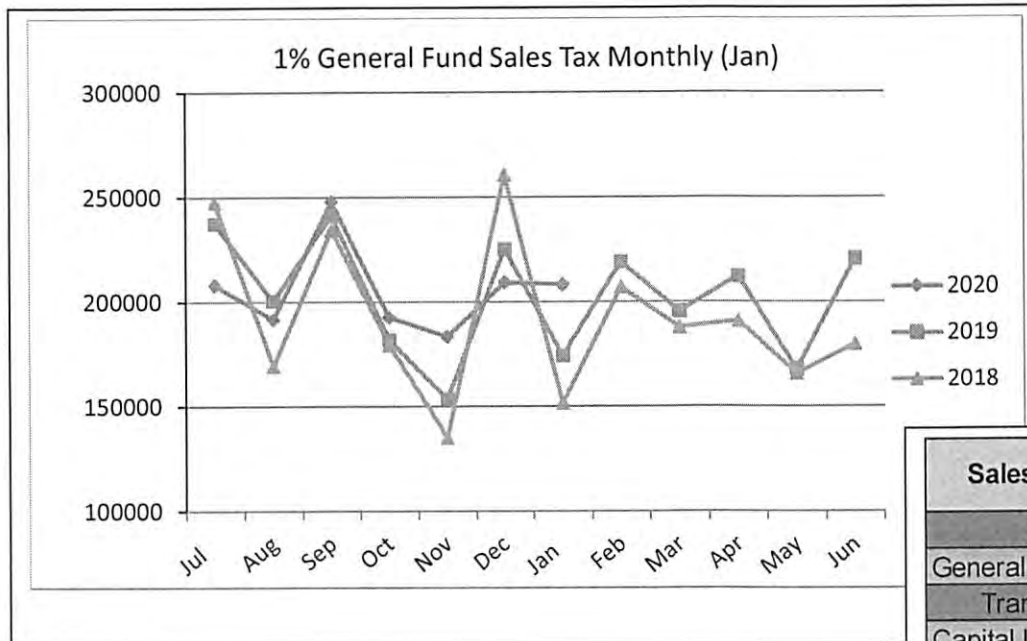
Blevins Asphalt would like to request your cooperation and provide coordination of services when emergencies arise during the construction, at the project site. If you have any questions please fill free to call the project manager Scott Crabtree @ 417-461-4559 or the project Superintendent (Wayne Sisco) at 417-366-3948 or the Safety Manager Doug Stokes 417-366-3950.

Thank you,

Scott Crabtree

Blevins Asphalt Construction Co., Inc. ♦ P.O. Box 230 ♦ Mt. Vernon, MO 65712
Phone: (417) 466-3758 ♦ Fax (417) 466-7914
www.blevinsasphalt.com

City Administrator's Monthly Report (December 2019)



Sales Tax Receipts Fiscal YTD

Fund	FY 2020
General	\$ 1,441,742.98
Transportation	\$ 687,986.45
Capital Improvements	\$ 687,986.45
Fire	\$ 686,970.22
Parks/Stormwater	\$ 343,946.85
Total	\$ 3,848,632.95

Building Permits	Month December	Month Value	Year-to-Date	Y-T-D Value
Res.-Single Family Addn.	1	\$21,600	39	\$578,510
Res.-Single Family Alt.	2	\$7,000	18	\$119,663
Res.-Single Family New Const.	1	\$109,850	18	\$2,221,125
Commercial Adn, Remod & New	1	\$70,000	16	\$4,034,381
Electrical Permits	13	\$625	159	\$7,275
Plumbing Permits	15	\$1,195	87	\$5,690
Roofing Permits	12	\$150	186	\$4,650
Total Permits & Fees	42	\$2,315	261	\$99,937

Business/Occupation Licensing

Occupation Licenses	December 2019	Previous Year
New Applications	* See note	na
Renewals		na
Total Licenses		460
Payments Received		\$ 120,026

*Licenses are renewed by January yearly.

January not yet posted.

Departmental Numbers of Interest:

Public Safety		
Police	December 2019	Y-T-D
Number of Calls Dispatch	2,290	13,647
Number of Traffic Stops	482	2,730
Number of Arrests	370	1,860
Taxi		
Number of Rides	576	7,584
Fire		
Number of Calls	169	1,127
Number of Medical Calls	91	609
Number of Residential Fire Calls	2	10
Public Works		
Streets		
Number of Blocks paved	-	-
Number of Utility Cut Repairs	4	154
Parks & Recreation		
Parks		

Number of Parks/Facilities	57	57
Number of Acres Maintained	242	242
Number of		
Civil War Museum		
Number of Attendees	214	2,411
Memorial Hall		
Number of Auditorium Rentals	11	68
Number of Other Rentals	145	793
Golf		
Number of Rounds		
Amount of Revenue		
Economic Development		
See December 2019 report		
Tourism CVB		
No Data	No Data	

Narratives: TIDBITS

Departments are starting the Five-Year CIP program for FY 2021-2025.

Administration: Staff has been working on, and continues to work on the City's Health Insurance plan, including; negotiations on premium renewal quotes, plan elements; a Wellness Program. The "Bernie" Portal for on-boarding employees has been implemented and is in use. City staff met with the consultants performing the Compensation Study to help set the direction of the study and expectations. The Departments were impressed with the consultants.

IT: Kevin Kinsey has started employment with the City as the IT Manager. He has been focusing on learning the City's needs and working with Pearson Kelly acquiring knowledge about the system as well as addressing the EOL issue of Windows 7.

Parks & Recreation: at the January Public Services Committee meeting, the Committee discussed the next phase of the Aquatic Center presentation. This will be incorporated in the Master Plan project for evaluation and could include the feasibility of alternatives, as the YMCA grant hired a firm to design a future aquatic facility in

Carthage. The responses to the Master Plan RFP are due in February 14, 2020; the proposals for the Fireworks are also due in Feb. 14, 2020; the realignment of functions in Parks & Recreation is underway, which includes using Memorial Hall for the administrative functions of the department; we are evaluating a few budget adjustments to reallocate funds for the Master Plan, we'll have a better idea as to amounts when the RFPs are submitted and evaluated; the department is planning on demolition of the building at the driving Range and the Shelter in Municipal Park which involve liability issues; the budget adjustments will also address repairs/replacement of the Pool pump and the fountain in the pond at the Golf Course.

Public Safety/Fire: the Fire Department is continuing with the ISO rating process. The Chief will continue to meet with the ISO representative. It is a lengthy process with numerous alternatives. The Deputy Fire Chief has retired and Ryan Huntley promoted into the vacant position. The City, on recommendations from the Fire Chief, is looking to install flood gates to prevent citizens from entering areas prone to flooding during rain events. The County is also being visited with concerning areas in the County that need similar improvements.

Public Safety/Police: the department is looking at hiring another (3rd) SRO for School; as part of this, the City will be requesting declaring a vehicle as surplus for the School; the School will also be requesting another SRO for the 6th Grade center next semester; the budgeting process for the taxi program via the State is underway; the next Public Safety meeting will include discussion on Breed Specific dogs; a possible radio contract with an outside vendor; there has been no negative responses to the Mayor's request of County elected officials about helping with parking on the Square.

Public Works: Rick Bensons project on Robert Ellis Young Dr. is proceeding. A number of the construction pads have framing on them. Crossland Construction has the contract for the Courthouse and Jail expansion project. No plans have been sent to the City yet for the construction of the improvements. The Fairview Ave. project is essentially finished. There are a number of issues that will need finalization but are in the process. Leaf collection for the season is complete.

FYI: The Missouri Department of Health and Senior Services has released its Medical Marijuana Dispensary Facility Final Scores. It looks like of three (3) applications submitted with a Carthage Address, one (1) was approved. This was SMO4 INC, 429 PEACHTREE LN, CARTHAGE.

Tom Short

From: Brinks, Gerritt <gbrinks@hstcc.org>
Sent: Friday, January 24, 2020 1:29 PM
Subject: New Director of HSTCC

CAUTION: This email originated from outside of the organization. Verify all requests or information before clicking any links.

Good afternoon all,

This is Gerritt Brinks and I am a Community Planner with the Harry S Truman Coordinating Council. As many of you have heard our Executive Director, Jill Cornett, is no longer with HSTCC.

I am happy to announce that I am the new Acting Director of HSTCC as of January 21st, 2020. I will still be taking on my old roles as a Community Planner but will have additional responsibilities as the Acting Director. I ask that any questions or concerns on current projects or new business be brought to my attention.

Please do not hesitate to reach out with your questions and know that I will do everything I can to make this a smooth transition.

Thank you,

Gerritt Brinks
Acting Director/Community Planner
800 E Pennell
Carl Junction, MO. 64834
Phone: 417-649-6400 ext. 301
Fax: 417-649-6409

"Rosenberg's Rules of Order"

(Simple Rules of Parliamentary Procedure for the 21st Century)

Introduction

The rules of procedure at meetings should be simple enough for most people to understand. Unfortunately, that has not always been the case. Virtually all clubs, associations, boards, councils and bodies follow a set of rules - "Robert's Rules of Order" - which are embodied in a small, but complex, book. Virtually no one I know has actually read this book cover to cover. Worse yet, the book was written for another time, and for another purpose. If one is chairing or running a Parliament, then "Robert's Rules of Order" is a dandy and quite useful handbook for procedure in that complex setting. On the other hand, if one is running a meeting of, say, a 5-member body with a few members of the public in attendance, a simplified version of the rules of parliamentary procedure is in order.

Hence, the birth of "Rosenberg's Rules of Order."

What follows is my version of the rules of parliamentary procedure, based on my 20 years of experience chairing meetings in state and local government. These rules have been simplified for the smaller bodies we chair or in which we participate, slimmed down for the 21st Century, yet retaining the basic tenets of order to which we have grown accustomed.

This treatise on modern parliamentary procedure is built on a foundation supported by the following four pillars: (1) Rules should establish order. The first purpose of rules of parliamentary procedure is to establish a framework for the orderly conduct of meetings. (2) Rules should be clear. Simple rules lead to wider understanding and participation. Complex rules create two classes: those who understand and participate; and those who do not fully understand and do not fully participate. (3) Rules should be user friendly. That is, the rules must be simple enough that the public is invited into the body and feels that it has participated in the process. (4) Rules should enforce the will of the majority while protecting the rights of the minority. The ultimate purpose of rules of procedure is to encourage discussion and to facilitate decision-making by the body. In a democracy, majority rules. The rules must enable the majority to express itself and fashion a result, while permitting the minority to also express itself, but not dominate, and fully participate in the process.

The Role of the Chair

While all members of the body should know and understand the rules of parliamentary procedure, it is the Chair of the body who is charged with applying the rules in the conduct of the meeting. The Chair should be well versed in those rules. The Chair, for all intents and purposes, makes the final ruling on the rules every time the Chair states an action. In fact, all decisions by the Chair are final unless overruled by the body itself.

Since the Chair runs the conduct of the meeting, it is usual courtesy for the Chair to play a less active role in the debate and discussion than other members of the body. This does not mean that the Chair should not participate in the debate or discussion. To the contrary, the Chair as a member of the body has the full right to participate in the debate, discussion and decision-making of the body. What the Chair should do, however, is strive to be the last to speak at the discussion and debate stage, and the Chair should not make or second a motion unless the Chair is convinced that no other member of the body will do so at that point in time.

The Basic Format for an Agenda Item Discussion

Formal meetings normally have a written, often published agenda. Informal meetings may have only an oral or understood agenda. In either case, the meeting is governed by the agenda and the agenda constitutes the body's agreed-upon roadmap for the meeting. And each agenda item can be handled by the Chair in the following basic format:

First, the Chair should clearly announce the agenda item number and should clearly state what the agenda item subject is. The Chair should then announce the format (which follows) that will be followed in considering the agenda item.

Second, following that agenda format, the Chair should invite the appropriate person or persons to report on the item, including any recommendation that they might have. The appropriate person or persons may be the Chair, a member of the body, a staff person, or a committee chair charged with providing input on the agenda item.

Third, the Chair should ask members of the body if they have any technical questions of clarification. At this point, members of the body may ask clarifying questions to the person or persons who reported on the item, and that person or persons should be given time to respond.

Fourth, the Chair should invite public comments, or if appropriate at a formal meeting, should open the public meeting for public input. If numerous members of the public indicate a desire to speak to the subject, the Chair may limit the time of public speakers. At the conclusion of the public comments, the Chair should announce that public input has concluded (or the public hearing as the case may be is closed).

Fifth, the Chair should invite a motion. The Chair should announce the name of the member of the body who makes the motion.

Sixth, the Chair should determine if any member of the body wishes to second the motion. The Chair should announce the name of the member of the body who seconds the motion. (It is normally good practice for a motion to require a second before proceeding with it, to ensure that it is not just one member of the body who is interested in a particular approach. However, a second is not an absolute requirement, and the Chair can proceed with consideration and vote on a motion even when there is no second. This is a matter left to the discretion of the Chair.)

Seventh, if the motion is made and seconded, the Chair should make sure everyone understands the motion. This is done in one of three ways: (1) The Chair can ask the maker of the motion to repeat it. (2) The Chair can repeat the motion. (3) The Chair can ask the secretary or the clerk of the body to repeat the motion.

Eighth, the Chair should now invite discussion of the motion by the body. If there is no desired discussion, or after the discussion has ended, the Chair should announce that the body will vote on the motion. If there has been no discussion or very brief discussion, then the vote on the motion should proceed immediately and there is no need to repeat the motion. If there has been substantial discussion, then it is normally best to make sure everyone understands the motion by repeating it.

Ninth, the Chair takes a vote. Simply asking for the "ayes", and then asking for the "nays" normally does this. If members of the body do not vote, then they "abstain". Unless the rules of the body provide otherwise (or unless a super-majority is required as delineated later in these rules) then a simple majority determines whether the motion passes or is defeated.

Tenth, the Chair should announce the result of the vote and should announce what action (if any) the body has taken. In announcing the result, the Chair should indicate the names of the members of the body, if any, who voted in the minority on the motion. This announcement might take the following form: "The motion passes by a vote of 3-2, with Smith and Jones dissenting. We have passed the motion requiring 10 days notice for all future meetings of this body."

Motions in General

Motions are the vehicles for decision-making by a body. It is usually best to have a motion before the body prior to commencing discussion of an agenda item. This helps the body focus.

Motions are made in a simple two-step process. First, the Chair should recognize the member of the body. Second, the member of the body makes a motion by preceding the member's desired approach with the words: "I move" So, a typical motion might be: "I move that we give 10-day's notice in the future for all our meetings."

The Chair usually initiates the motion by either (1) Inviting the members of the body to make a motion. "A motion at this time would be in order." (2) Suggesting a motion to the members of the body. "A motion would be in order that we give 10-day's notice in the future for all our meetings." (3) Making the motion. As noted, the Chair has every right as a member of the body to make a motion, but should normally do so only if the Chair wishes to make a motion on an item but is convinced that no other member of the body is willing to step forward to do so at a particular time.

The Three Basic Motions

There are three motions that are the most common and recur often at meetings:

The basic motion. The basic motion is the one that puts forward a decision for the body's consideration. A basic motion might be: "I move that we create a 5-member committee to plan and put on our annual fundraiser."

The motion to amend. If a member wants to change a basic motion that is before the body, they would move to amend it. A motion to amend might be: "I move that we amend the motion to have a 10-member committee." A motion to amend takes the basic motion which is before the body and seeks to change it in some way.

The substitute motion. If a member wants to completely do away with the basic motion that is before the body, and put a new motion before the body, they would move a substitute motion. A substitute motion might be: "I move a substitute motion that we cancel the annual fundraiser this year."

"Motions to amend" and "substitute motions" are often confused. But they are quite different, and their effect (if passed) is quite different. A motion to amend seeks to retain the basic motion on the floor, but modify it in some way. A substitute motion seeks to throw out the basic motion on the floor, and substitute a new and different motion for it. The decision as to whether a motion is really a "motion to amend" or a "substitute motion" is left to the chair. So that if a member makes what that member calls a "motion to amend", but the Chair determines that it is really a "substitute motion", then the Chair's designation governs.

Multiple Motions Before the Body

There can be up to three motions on the floor at the same time. The Chair can reject a fourth motion until the Chair has dealt with the three that are on the floor and has resolved them.

When there are two or three motions on the floor (after motions and seconds) at the same time, the vote should proceed first on the last motion that is made. So, for example, assume the first motion is a basic "motion to have a 5-member committee to plan and put on our annual fundraiser." During the discussion of this motion, a member might make a second motion to "amend the main motion to have a 10-member committee, not a 5-member committee to plan and put

on our annual fundraiser." And perhaps, during that discussion, a member makes yet a third motion as a "substitute motion that we not have an annual fundraiser this year." The proper procedure would be as follows:

First, the Chair would deal with the third (the last) motion on the floor, the substitute motion. After discussion and debate, a vote would be taken first on the third motion. If the substitute motion passed, it would be a substitute for the basic motion and would eliminate it. The first motion would be moot, as would the second motion (which sought to amend the first motion), and the action on the agenda item would be completed on the passage by the body of the third motion (the substitute motion). No vote would be taken on the first or second motions. On the other hand, if the substitute motion (the third motion) failed then the Chair would proceed to consideration of the second (now, the last) motion on the floor, the motion to amend.

Second, if the substitute motion failed, the Chair would now deal with the second (now, the last) motion on the floor, the motion to amend. The discussion and debate would focus strictly on the amendment (should the committee be 5 members or 10 members). If the motion to amend passed the Chair would now move to consider the main motion (the first motion) as amended. If the motion to amend failed the Chair would now move to consider the main motion (the first motion) in its original format, not amended.

Third, the Chair would now deal with the first motion that was placed on the floor. The original motion would either be in its original format (5-member committee), or, if amended, would be in its amended format (10-member committee). And the question on the floor for discussion and decision would be whether a committee should plan and put on the annual fundraiser.

To Debate or Not to Debate

The basic rule of motions is that they are subject to discussion and debate. Accordingly, basic motions, motions to amend, and substitute motions are all eligible, each in their turn, for full discussion before and by the body. The debate can continue as long as members of the body wish to discuss an item, subject to the decision of the Chair that it is time to move on and take action.

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire of the body to move on. The following motions are not debatable (that is, when the following motions are made and seconded, the Chair must immediately call for a vote of the body without debate on the motion):

A motion to adjourn. This motion, if passed, requires the body to immediately adjourn to its next regularly scheduled meeting. It requires a simple majority vote.

A motion to recess. This motion, if passed, requires the body to immediately take a recess. Normally, the Chair determines the length of the recess which may be a few minutes or an hour. It requires a simple majority vote.

A motion to fix the time to adjourn. This motion, if passed, requires the body to adjourn the meeting at the specific time set in the motion. For example, the motion might be: "I move we adjourn this meeting at midnight." It requires a simple majority vote.

A motion to table. This motion, if passed, requires discussion of the agenda item to be halted and the agenda item to be placed on "hold". The motion can contain a specific time in which the item can come back to the body: "I move we table this item until our regular meeting in October." Or the motion can contain no specific time for the return of the item, in which case a motion to take the item off the table and bring it back to the body will have to be taken at a future meeting. A motion to table an item (or to bring it back to the body) requires a simple majority vote.

A motion to limit debate. The most common form of this motion is to say: "I move the previous question" or "I move the question" or "I call the question." When a member of the body makes such a motion, the member is really saying: "I've had enough debate. Let's get on with the vote." When such a motion is made, the Chair should ask for a second, stop debate, and vote on the motion to limit debate. The motion to limit debate requires a 2/3 vote of the body. Note: that a motion to limit debate could include a time limit. For example: "I move we limit debate on this agenda item to 15 minutes." Even in this format, the motion to limit debate requires a 2/3 vote of the body. A similar motion is a **motion to object to consideration of an item.** This motion is not debatable, and if passed, precludes the body from even considering an item on the agenda. It also requires a 2/3 vote.

Majority and Super-Majority Votes

In a democracy, a simple majority vote determines a question. A tie vote means the motion fails. So in a 7-member body, a vote of 4-3 passes the motion. A vote of 3-3 with one abstention means the motion fails. If one member is absent and the vote is 3-3, the motion still fails.

All motions require a simple majority, but there are a few exceptions. The exceptions come up when the body is taking an action which, effectively, cuts off the ability of a minority of the body to take an action or discuss an item. These extraordinary motions require a 2/3 majority (a super-majority) to pass:

Motion to limit debate. Whether a member says "I move the previous question" or "I move the question" or "I call the question" or "I move to limit debate", it all amounts to an attempt to cut off the ability of the minority to discuss an item, and it requires a 2/3 vote to pass.

Motion to close nominations. When choosing officers of the body (like the Chair) nominations are in order either from a nominating committee or from the floor of the body. A motion to close nominations effectively cuts off the right of the minority to nominate officers, and it requires a 2/3 vote to pass.

Motion to object to the consideration of a question. Normally, such a motion is unnecessary since the objectionable item can be tabled, or defeated straight up. However, when members of a body do not even want an item on the agenda to be considered, then such a motion is in order. It is not debatable, and it requires a 2/3 vote to pass.

Motion to suspend the rules. This motion is debatable, but requires a 2/3 vote to pass. If the body has its own rules of order, conduct or procedure, this motion allows the body to suspend the rules for a particular purpose. For example, the body (a private club) might have a rule prohibiting the attendance at meetings by non-club members. A motion to suspend the rules would be in order to allow a non-club member to attend a meeting of the club on a particular date or on a particular agenda item.

The Motion to Reconsider

There is a special and unique motion that requires a bit of explanation all by itself: the motion to reconsider. A tenet of parliamentary procedure is finality. After vigorous discussion, debate, perhaps disagreement and a vote, there must be some closure to the issue. And so, after a vote is taken, the matter is deemed closed, subject only to a re-opener if a proper motion to reconsider is made.

A motion to reconsider requires a majority vote to pass, but there are two special rules that apply only to the motion to reconsider. First, is timing. A motion to reconsider must be made at the meeting where the item was first voted upon or at the very next meeting of the body. A motion to reconsider made at a later time is untimely. (The body, however, can always vote to suspend the rules and by a 2/3 majority, can allow a motion to reconsider to be made at another time.) Second, a motion to reconsider can only be made by certain members of the body. Accordingly, a motion to reconsider can only be made by a member who voted in the majority on the original motion. If such a member has a change of heart, he or she can make the motion to reconsider (any other member of the body may second the motion). If a member who voted in the minority seeks to make the motion to reconsider, it must be ruled out of order. The purpose of this rule is finality. If a member of the minority could make a motion to reconsider, then the item could be brought back to the body again and again. That would defeat the purpose of finality.

If the motion to reconsider passes, then the original matter is back before the body, and a new original motion is then in order. The matter can be discussed and debated as if it were on the floor for the first time.

Courtesy and Decorum

The rules of order are meant to create an atmosphere where the members of the body and the members of the public can attend to business efficiently, fairly and with full participation. At the same time, it is up to the Chair and the members of the body to maintain common courtesy and decorum. Unless the setting is very informal, it is always best for only one person at a time to have the floor, and it is always best for every speaker to be first recognized by the Chair before proceeding to speak.

The Chair should always ensure that debate and discussion of an agenda item focuses on the item and the policy in question, not the personalities of the members of the body. Debate on policy is healthy, debate on personalities is not. The Chair has the right to cut off discussion that is too personal, is too loud, or is too crude.

Debate and discussion should be focused, but free and open. In the interest of time, the Chair may, however, limit the time allotted to speakers, including members of the body.

Can a member of the body interrupt the speaker? The general rule is "no." There are, however, exceptions. A speaker may be interrupted for the following reasons:

Privilege. The proper interruption would be: "point of privilege." The Chair would then ask the interrupter to "state your point." Appropriate points of privilege relate to anything that would interfere with the normal comfort of the meeting. For example, the room may be too hot or too cold, or a blowing fan might interfere with a person's ability to hear.

Order. The proper interruption would be: "point of order." Again, the Chair would ask the interrupter to "state your point." Appropriate points of order relate to anything that would not be considered appropriate conduct of the meeting. For example, if the Chair moved on to a vote on a motion that permits debate without allowing that discussion or debate.

Appeal. If the Chair makes a ruling that a member of the body disagrees with, that member may appeal the ruling of the chair. If the motion is seconded, and after debate, if it passes by a simple majority vote, then the ruling of the Chair is deemed reversed.

Call for orders of the day. This is simply another way of saying, "Let's return to the agenda." If a member believes that the body has drifted from the agreed-upon agenda, such a call may be made. It does not require a vote, and when the Chair discovers that the agenda has not been followed, the Chair simply reminds the body to return to the agenda item properly before them. If the Chair fails to do so, the Chair's determination may be appealed.

Withdraw a motion. During debate and discussion of a motion, the maker of the motion on the floor, at any time, may interrupt a speaker to withdraw his or her motion from the floor. The motion is immediately deemed withdrawn, although the Chair may ask the person who seconded the motion if he or she wishes to make the motion, and any other member may make the motion if properly recognized.

Special Notes About Public Input

The rules outlined above will help make meetings very public-friendly. But in addition, and particularly for the Chair, it is wise to remember three special rules that apply to each agenda item:

Rule One: Tell the public what the body will be doing.

Rule Two: Keep the public informed while the body is doing it.

Rule Three: When the body has acted, tell the public what the body did.