

1. Agenda

Documents:

[CITY COUNCIL AGENDA 04 28 20.PDF](#)

2. Minutes

Documents:

[CITY COUNCIL MINUTES 04 28 20.PDF](#)

3. Meeting Materials

Documents:

[COUNCIL PACKET 04 28 20.PDF](#)

**COUNCIL AGENDA
CITY OF CARTHAGE, MISSOURI
TUESDAY, APRIL 28, 2020, 6:30 P.M.
BY VIDEO CONFERENCE**

In response to the Coronavirus pandemic and pursuant to the Declaration of Emergency within the City of Carthage, this meeting will be held by on-line video conference. If you would like to listen to the meeting, access information is provided below. For questions, contact City Clerk Traci Cox (417) 237-7000 or [fill out this form](#).

If you would like to listen to the meeting please call by telephone #346-248-7799. You will have to enter the ID# 146-861-143 with a password 175833. This will allow you to listen to the meeting.

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
7. Public Comments
(Citizens wishing to address the Council or Committee should notify the City in advance, and provide the item they wish to address in written format at least 24 hours prior to the meeting by [filling out this form](#). Residents who do not have internet service may call the Clerk's office at 417-237-7000.)
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. 20-06** – An Ordinance authorizing the Mayor to enter into a contract with Riverside Fireworks LLC for fireworks display for the July 4, 2020, July 4, 2021 and July 4, 2022 celebration in the amount not to exceed of \$44,850.00. (Public Services)
 - **C.B. 20-19** – An Ordinance to enter into a Memorandum of Understanding Agreement with Schreiber Foods Inc, for the completion of certain improvements to Hazel Street and cost share of a roundabout at Fir Road and Dr Russell Smith Way in the City of Carthage, Missouri. (Public Works)
 - **C.B. 20-20** – An Ordinance authorizing the Mayor to enter into an Agreement with JD Wallace Contracting, LLC., to commence and complete the construction of the River Street Bridge Replacement, in the City of Carthage, Missouri. (Public Works)

16. New Business

- **C.B. 20-21** – An Ordinance authorizing the Mayor to enter into a Lease Agreement with Jason and Pam Graff for continued use of the pavilion in Municipal Park as a skating rink for a one year lease term. (Public Services)
- **C.B. 20-22** – An Ordinance authorizing the Mayor to enter into a contract with the Fair Acres Family YMCA, Inc., for Aquatic Facility Management at Municipal Park. (Public Services)

17. Mayor's Appointments

- Hospital Board
- Jasper County Extension Center
- Carthage Tree Board

18. Resolutions

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 MEETING OF THE CITY COUNCIL
CITY OF CARTHAGE, MISSOURI
April 28, 2020

The Carthage City Council met in regular session on the above date at 6:30 P.M. via Zoom video conference with Mayor Dan Rife presiding via video conference.

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

The following Department Heads were present via Zoom video conference: 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. Collier, to approve the minutes of the April 14, 2020 Council Meeting. Motion carried unanimously.

No emails were received from citizens wishing to address the council.

Mr. Snow reported the Budget Ways & Means Committee is between meetings with the next meeting scheduled for May 11.

Mr. Newport reported the Committee on Insurance/Audit and Claims met on this date via Zoom video conference and approved the claims. The committee discussed potential return to operations after the Stay at Home Order is lifted.

Mr. Harrison reported the Public Safety Committee meeting is between meetings with the next meeting scheduled for May 18.

Council Member Ms. Otero joined the meeting at 6:39 p.m. via video conference.

Mr. Daugherty reported that the Public Works Committee is in between meetings with the next meeting scheduled for May 5.

Mr. Topete reported the Public Services Committee met on April 21. Mr. Topete made a motion, seconded by Mr. Daugherty, to approve the use of Fair Acres parking lot for a carnival to be held October 14-17. Motion carried. Mr. Topete made a motion, seconded by Mr. Daugherty, to approve the use of Central Park for Music Under the Maples to be held October 10. Motion carried. Mr. Topete made a motion, seconded by Mr. Daugherty, to approve the use of Central Park for Sunday in the Park to be held on October 11. Motion carried. Two bids were received for replacing the stage curtain at Memorial Hall. Associated Theatrical Contractors bid \$8,070.73 for a 25 oz curtain and A to Z Theatrical bid \$10,548.00 for the same weight curtain. Mr. Topete made a motion, seconded by Mr. Daugherty, to accept the low bid of \$8,070.73 from Associated Theatrical Contractors. Motion carried. Contracts with Pam Graff for the roller skating

rink and YMCA for operation of the Municipal Pool were reviewed and discussed. They are being presented in C.B. 20-21 and 20-22. Only one bid was received for replacing the fencing at Fair Acres. Anchor Fence out of Springfield submitted a bid for \$33,870.00 for replacing the fence. Mr. Topete made a motion, seconded by Mr. Daugherty, to accept the bid from Anchor Fence in the amount of \$33,870.00 for replacing the fence at Fair Acres.

Council Member Mr. Armstrong joined the meeting at 6:46 p.m. via video conference.

Mayor Rife reported on daily briefings and the possibility of a special council meeting on May 1 at noon.

Fire Chief Roger Williams reported on storms in the area with high winds causing sirens to be sounded.

City Administrator Tom Short reported on the following: daily briefings discussing reopening following lifting of Stay at Home Order, budget impacts, and a meeting to discuss Region M grants.

The Committee on Claims filed a report in the amount of \$600,427.09 against the following funds: General Revenue \$47,894.19, Public Health \$2,750.00, Lodging \$8,500.00, Public Safety \$625.55, Parks/Stormwater \$177,744.93, Fire Protection (\$100.00), Golf \$2,596.53, Capital Improvements \$48,472.76, and Payroll \$311,943.13. Ms. Otero made a motion, seconded by Mr. Daugherty, to accept the report and allow the claims. Motion carried.

Under Old Business, C.B. 20-06 – An Ordinance authorizing the Mayor to enter into a contract with Riverside Fireworks LLC for fireworks display for the July 4, 2020, July 4, 2021 and July 4, 2022 celebration in the amount not to exceed \$44,850.00 was placed on second reading. Mayor Rife discussed the increased expenditure when there is uncertainty of the financial impact of the pandemic. Mr. Topete reported that the fireworks will have to be paid for whether the celebration is held or not, but the fireworks would carry forward to the next July 4 celebration for a larger event. Council Bill was adopted by a roll call vote of 7 yeas and 2 nays. Ayes: Barlow, Collier, Daugherty, Harrison, Otero, Snow and Topete. Nays: Armstrong and Newport. The council bill was approved and numbered Ordinance 20-17.

C.B. 20-19 – An Ordinance to enter into a Memorandum of Understanding Agreement with Schreiber Foods, Inc., for the completion of certain improvements to Hazel Street and cost share of a roundabout at Fir Road and Dr. Russell Smith Way in the City of Carthage, Missouri was placed on second reading. City Attorney Dally had reached out to Schreiber Foods to discuss the MOU but had not received a response. Mr. Snow made a motion, seconded by Mr. Armstrong, to table C.B. 20-19 until May 12. Motion carried 5-3-1 with Barlow, Daugherty and Harrison casting the nay vote and Topete abstaining.

C.B. 20-20 – An Ordinance authorizing the Mayor to enter into an Agreement with JD Wallace Contracting, LLC., to commence and complete the construction of the River Street Bridge Replacement, in the City of Carthage, Missouri was placed on second reading followed by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Collier, Daugherty, Harrison, Newport, Otero, Snow and Topete. The council bill was approved and numbered Ordinance 20-18.

Under New Business, C.B. 20-21 – An Ordinance authorizing the Mayor to enter into a Lease Agreement with Jason and Pam Graff for continued use of the pavilion in Municipal Park as a skating rink for a one year lease term was placed on first reading with no action taken.

C.B. 20-22 – An Ordinance authorizing the Mayor to enter into a contract with the Fair Acres Family YMCA, Inc., for Aquatic Facility Management at Municipal Park was placed on first reading with no action taken.

Mr. Armstrong made a motion, seconded by Ms. Otero, to approve the Mayor's re-appointment of Ron Peterson, Sr. to the Hospital Board until May 2024, the re-appointment of Andy Cloud to the Jasper County Extension Center until May 2022, and the re-appointment of Robert Balek to the Carthage Tree Board until May 2023. Motion carried.

During closing remarks, council members thanked the staff for their hard work and expressed their appreciation for the daily updates. Mr. Snow discussed the need to continue projects by prioritizing, noting that future large projects could be paused if necessary.

Mr. Harrison made a motion, seconded by Mr. Daugherty, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 7:32 PM.

Dan Rife, Mayor

Traci Cox, City Clerk

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MINUTES OF THE MEETING OF THE CITY COUNCIL
CITY OF CARTHAGE, MISSOURI
April 14, 2020

The Carthage City Council met in regular session on the above date at 6:30 P.M. via Zoom video conference with Mayor Dan Rife presiding via video conference. The agenda was amended due to time constraints regarding passage of Resolution 1900.

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

The following Department Heads were present via Zoom video conference: 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. Collier, to approve the minutes of the April 7, 2020 Special Council Meeting. Motion carried unanimously.

Abi Almandinger, Vision Carthage Executive Director, via written correspondence sent to council members, explained the application for a Community Empowerment Grant focused on revitalization of the Downtown Historic District.

Mr. Snow reported the Budget Ways & Means Committee is between meetings with the next meeting scheduled for May 11.

Ms. Otero reported the Committee on Insurance/Audit and Claims met on this date via Zoom video conference and approved the claims. The Carthage Convention and Visitors Bureau is currently without a director. The CVB is currently establishing new committees and a marketing plan to continue services until a new director is hired.

Mr. Collier reported the Public Safety Committee is between meetings with the next meeting scheduled for April 27.

Mr. Topete reported the Public Services Committee is between meetings with the next meeting scheduled for April 21.

Mr. Daugherty reported that the Public Works Committee met on April 7 via Zoom video conference. The Committee discussed bids for the River Street Bridge replacement and a MOU with Schreibers. These items are being presented under New Business as C.B. 20-19 and 20-20.

During the Mayor's Report, he discussed daily briefings and adjustments that continue to be made in response to the COVID-19 pandemic.

During Reports of Council Members, Mr. Armstrong and Mr. Barlow expressed their appreciation to the City employees. Council members discussed the economic impact the pandemic is creating, noting projects should be cut before employees. Mr. Snow discussed tabling C.B. 20-17 until June due to the economic impact and other uncertainties of the pandemic. Mr. Newport requested reinstating Invocation and Pledge of Allegiance.

Fire Chief Roger Williams gave an update on the COVID-19 pandemic.

Parks & Recreation Director Mark Peterson discussed the closure of the golf course to prioritize safety.

City Administrator Tom Short reported on the following: financial reports, sales tax revenues, daily staff briefings, meeting regarding economic development, a budget memo, meetings with IT to schedule electronic meetings, discussions with State Representative Cody Smith, classifications of employees regarding leave policy, and budget impacts created by the pandemic.

The Committee on Claims filed a report in the amount of \$786,742.96 against the following funds: General Revenue \$164,563.36, Public Health \$1,285.17, Public Safety \$2,625.12, Parks/Stormwater \$38,783.98, Fire Protection \$2,200.00, Golf \$9,657.57, Capital Improvements \$19,523.76, Parks & Recreation \$124.56, Public Facilities \$37,436.95, Library \$25,000.00 and Payroll \$485,542.49. Ms. Otero made a motion, seconded by Mr. Newport, to accept the report and allow the claims. Motion carried.

Under Old Business, C.B. 20-15 – An Ordinance amending the Annual Operating and Capital Budget of the City of Carthage for fiscal year 2019-2020 for various funds was placed on second reading followed by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Collier, Daugherty, Newport, Otero, Snow, Topete, and West. The council bill was approved and numbered Ordinance 20-15.

C.B. 20-16 – An Ordinance authorizing the Mayor to execute a Contract between the City of Carthage, Missouri and Dick Horton Consulting, 507 Norris, Pittsburg, KS 66762 for Parks and Recreation Consulting Services in an amount not to exceed \$130,000 was placed on second reading. Mr. Snow moved to table C.B. 20-16 until June 23, 2020. Mr. Daugherty seconded the motion. Motion carried.

C.B. 20-17 – An Ordinance authorizing the Mayor to enter into a contract with Guaranty Bank for Banking Services was placed on second reading followed by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Collier, Daugherty, Harrison, Newport, Otero, Snow, Topete, and West. The council bill was approved and numbered Ordinance 20-16.

Under New Business, C.B. 20-19 – An Ordinance to enter into a Memorandum of Understanding Agreement with Schreiber Foods, Inc., for the completion of certain improvements to Hazel Street and cost share of a roundabout at Fir Road and Dr.

Russell Smith Way in the City of Carthage, Missouri was placed on first reading with no action taken.

C.B. 20-20 – An Ordinance authorizing the Mayor to enter into an Agreement with JD Wallace Contracting, LLC., to commence and complete the construction of the River Street Bridge Replacement, in the City of Carthage, Missouri was placed on first reading with no action taken.

Mr. Armstrong made a motion, seconded by Mr. Collier, to approve Resolution 1899 – A Resolution of Intent to Participate in Natural Hazard Mitigation and to work toward becoming a safer community passed by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Collier, Daugherty, Newport, Otero, Snow, Topete, and West.

Mr. Daugherty made a motion, seconded by Mr. Collier, to approve Resolution 1900 – A Resolution of the City Council of Carthage endorsing Vision Carthage's participation in the Main Street Four-Point Approach® to revitalize the Downtown District as a partnership between Missouri Main Street Connection, the City, and the Private Sector passed by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Collier, Daugherty, Newport, Otero, Snow, Topete, and West.

During closing remarks, Mr. Armstrong thanked everyone for making the meetings happen and also thanked Police Chief Dagnan and Fire Chief Williams for their hard work. Mr. Collier reminded everyone to stay safe.

Mr. Topete made a motion, seconded by Mr. Daugherty, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 7:23 PM.

Dan Rife, Mayor

Traci Cox, City Clerk

***PRESENTATIONS/
PROCLAMATIONS***

***PUBLIC
HEARINGS***

***OLD
BUSINESS***

COUNCIL BILL NO. 20-06

ORDINANCE NO. _____

An Ordinance authorizing the Mayor to enter into a contract with Riverside Fireworks LLC for fireworks display for the July 4, 2020, July 4, 2021 and July 4, 2022 celebration in the amount not to exceed of \$44,850.00.

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

SECTION I: The Mayor of the City of Carthage is hereby authorized to enter into a contract with Riverside Fireworks LLC for fireworks display for the July 4, 2020, July 4, 2021 and July 4, 2022 celebration in the amount of \$44,850.00, a copy of which agreement is attached hereto and incorporated herein as if set out in full.

SECTION II: 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

COUNCIL BILL NO. 20-19

ORDINANCE NO. _____

An Ordinance to enter into a Memorandum of Understanding Agreement with Schreiber Foods Inc, for the completion of certain improvements to Hazel Street and cost share of a roundabout at Fir Road and Dr Russell Smith Way in the City of Carthage, Missouri.

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

SECTION I: The Mayor of the City of Carthage is hereby authorized to enter into a Memorandum of Understanding with Schreiber Foods Inc detailing the agreement to improve Hazel Street as well as the cost share of the roundabout at Fir Road and Dr. Russell Smith Way, a copy of which is attached hereto and incorporated herein as if set out in full.

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

PASSED AND APPROVED THIS _____ DAY OF _____, 2020.

MAYOR

ATTEST:

CITY CLERK

Sponsored by: Public Works Committee

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN
SCHREIBER FOODS INC.,
A WISCONSIN CORPORATION,
AND THE CITY OF CARTHAGE, MISSOURI,
A MUNICIPAL CORPORATION**

THIS MEMORANDUM OF UNDERSTANDING (this “**MOU**”) is agreed to and entered into this ____ day of _____ 2020 (the “**Effective Date**”), by and between Schreiber Foods, Inc., a Wisconsin corporation, hereinafter referred to as “**Schreiber**”, and the City of Carthage, a Municipal Corporation, hereinafter referred to as “**City**”.

WHEREAS, Schreiber desires to expand its operations in the City of Carthage, and has contracted or anticipates contracting with Hazel 49, LLC or such other developer as Schreiber may engage (the “**Developer**”) for the Developer to develop and construct a new facility with an approximately 420,000 rentable square foot manufacturing and distribution building (the “**New Facility**”) for Schreiber on property adjacent to Hazel Avenue near Myers Park; and

WHEREAS, transportation improvements have been deemed necessary from West E. Phelps Blvd. South to Missouri State Highway HH (a.k.a. West Fir Road) to accommodate the additional shipments to and from such New Facility on Hazel Avenue; and

WHEREAS, Hazel Avenue currently is not designated as a Truck Route, but as a result of this Memorandum of Understanding and associated improvements contained herein, Hazel Avenue from West George E. Phelps Blvd. to HH Highway will be designated as a Truck Route by the City Council; and

WHEREAS, a Transportation Improvement project has been approved by the Missouri Highways and Transportation Commission and the City of Carthage through the Commission's Cost Share Program consisting of the construction of a roundabout at the intersection of Missouri State Highway HH (West Fir Road) and the I-49 West Outer Road (Dr. Russell Smith Way), which proposed project would tie the ramps into a roundabout intersection (collectively, the “**Roundabout Improvements**”) at a total estimated project cost of two million six hundred eighty-seven thousand six hundred eighty-two and no/100 dollars (\$2,687,682.00); and

WHEREAS, the City and Schreiber have reached an agreement for cost sharing of the projects to be completed to accommodate the operations at this New Facility.

NOW THEREFORE, in consideration of these premises and the mutual covenants herein contained, the parties hereto agree as follows:

1. Hazel Avenue Improvements.

- a. The City will make the following improvements to Hazel Avenue from West George E. Phelps Boulevard South to Missouri State Highway HH (West Fir Road), all as more particularly described on Exhibit A-1 attached hereto (collectively, the “**Phase I Improvements**”):

- i. Widening from West George E. Phelps Boulevard South to Missouri State Highway HH (West Fir Road) approximately 420' to existing curb and gutter on west side of Hazel Avenue.
 - ii. Overlay from West George E. Phelps Boulevard South to Missouri State Highway HH (West Fir Road).
 - iii. Stormwater, utility relocations.
 - iv. Curb and Gutter installation.
 - b. The Phase I Improvements are estimated to cost two hundred seventy-seven thousand five hundred fourteen and 50/100 dollars (\$277,514.50) (as shown on Exhibit A-2 attached hereto). The City will pay for the Phase I Improvements with its own funds without reimbursement from Schreiber, its assignee, or any other third party. Moreover, if the City, in its sole discretion, elects to perform additional improvements to Hazel Avenue at any point thereof, the City acknowledges that neither Hazel 49, Schreiber, nor any other third party has any obligation to pay for or reimburse the City for any portion of the cost of such additional improvements.
 - c. The City shall complete the Phase I Improvements no later than February 15, 2021.
 - d. The City acknowledges that development of the New Facility will require the Developer to connect the New Facility to the water supply on the opposite of Hazel Avenue, and the City agrees that the Developer may accomplish such connection by cutting through the Hazel Avenue pavement, rather than boring underneath the Hazel Avenue pavement. The City will coordinate with the Developer on the timing of the Phase I Improvements to allow the Developer to make this connection and cut through the existing Hazel Avenue Surface before the Phase I Improvements are performed to the relevant portions of Hazel Avenue.
 - e. The City's construction of the Phase I Improvements shall not interfere with the Developer's development or construction of the New Facility.
2. Roundabout Improvements.
- a. The City shall complete the Roundabout Improvements at its own initial expense, subject to the reimbursement in Section 2.b below.
 - b. Schreiber will reimburse the City six hundred fifty-five thousand and no/100 dollars (\$655,000.00) (the "**Roundabout Reimbursement Amount**") as an agreed to amount to be used to offset the City's project cost of the Roundabout Improvements at the intersection of Missouri State Highway HH (West Fir Road) and the I-49 West Outer Road (Dr. Russell Smith Way). The City shall be solely responsible for all costs to complete the Roundabout Improvements in excess of the Roundabout Reimbursement Amount without further reimbursement from Hazel 49, Schreiber, or any other third party.

- c. Schreiber shall pay the Roundabout Reimbursement Amount to the City as follows:
- i. Payments shall be made in three (3) equal installment payments of two hundred eighteen thousand three hundred thirty-three and 33/100 dollars (\$218,333.33).
 - ii. Such installments shall be due and payable as follows:
 1. The first installment shall be due and payable on or before the date (the “**First Installment Due Date**”) that is thirty (30) days following the later of: (A) City’s commencement of material and continuous onsite grading and earthwork for the construction of the Roundabout Improvements and the City’s delivery of notice thereof to Schreiber; and (B) April 1, 2021;
 2. the second installment shall be due and payable within twelve (12) months of the First Installment Due Date, and
 3. the third installment shall be due and payable within thirty (30) days following the City’s substantial completion of the Roundabout Improvements and the City’s delivery of notice thereof to Schreiber.

Notwithstanding the foregoing, in no event shall any installment payment from Schreiber become due or payable prior to the City’s substantial completion of the Phase I Improvements.

3. Access to New Facility. The City hereby confirms that there shall be no restriction or reduction on access, traffic volume or traffic type to and from the New Facility regardless of whether the Phase I Improvements or the Roundabout Improvements are complete. For clarification (and without limiting the foregoing), there shall be no restriction or reduction on access, traffic volume or traffic type even during the period of time before and during the construction of the Phase I Improvements and the Roundabout Improvements.
4. Assignment.
- a. The City acknowledges that Schreiber may sell its interest in the New Facility or the real property upon which the New Facility is or will be located, and Schreiber may assign all of its rights and obligations hereunder to any successor to Schreiber’s interest in the New Facility or such property, provided, however, Schreiber will remain an intended third party beneficiary of this MOU and entitled to enforce the provisions hereof so long as Schreiber continues to lease or occupy the New Facility.
 - b. If Schreiber assigns this MOU and its assignee fails to pay any installment of the Roundabout Reimbursement Amount as and when due under Section 2 above, and such failure continues for fifteen (15) days after City gives notice thereof to Schreiber and its assignee, Schreiber Foods, Inc. (as distinguished from any assignee hereunder) shall be obligated to make such installment payment to the City.

5. Amendments. Any change in this MOU, whether by modification or supplementation, must be accomplished by a formal amendment signed and approved by the duly authorized representatives of the City and Schreiber.

IN WITNESS WHEREOF, the parties hereto have executed this MOU as of the day and year first above written.

SCHREIBER:

CITY:

SCHREIBER FOODS, INC.,
a Wisconsin corporation

CITY OF CARTHAGE, MISSOURI

By: _____

By: _____

Name: _____

Name: Dan Rife

Title: _____

Title: Mayor

HAZEL STREET IMPROVEMENTS
PHASE 1 - FIR ROAD TO GEORGE PHELPS BLVD.

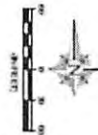


EXHIBIT A-2
PHASE I IMPROVEMENTS ESTIMATE

Hazel Street Improvements
Phase 1 - Fir Road to George Phelps Blvd.

Description	Unit	Quantity	Unit Cost	Extended Total
Mobilization	L.S.	1	\$ 8,560.00	\$ 8,560.00
Erosion Control	L.S.	1	\$ 5,000.00	\$ 5,000.00
Traffic Control	L.S.	1	\$ 10,000.00	\$ 10,000.00
Sawcut existing pavement	L.F.	430	\$ 2.00	\$ 860.00
Cold Milling (< 3")	S.Y.	5,825	\$ 4.50	\$ 26,212.50
Removal of Improvements	S.Y.	150	\$ 5.00	\$ 750.00
Relocation of Utilities	L.S.	1	\$ 10,000.00	\$ 10,000.00
Embankment in place	CY	520	\$ 20.00	\$ 10,400.00
Curb Inlet (4' x 8' precast box)	Each	3	\$ 3,500.00	\$ 10,500.00
15" RCP	L.F.	126	\$ 55.00	\$ 6,930.00
Connection of 15" RCP to existing inlet	Each	3	\$ 750.00	\$ 2,250.00
Type 5 Aggregate Base (4" thick)	S.Y.	504	\$ 6.00	\$ 3,024.00
Concrete Curb & Gutter	L.F.	420	\$ 25.00	\$ 10,500.00
Prime Coat (0.50 gal/sy)	Gal.	252	\$ 4.00	\$ 1,008.00
Asphaltic Concrete Base (6" thick)	S.Y.	375	\$ 30.00	\$ 11,250.00
Tack Coat (0.10 gal/sy)	Gal.	620	\$ 3.00	\$ 1,860.00
Asphaltic Concrete Surface Course (2" thick)	S.Y.	6,200	\$ 9.00	\$ 55,800.00
Striping (4" wide)	L.F.	4,950	\$ 4.00	\$ 19,800.00
Finish Grading, Seeding and Mulch	Acre	0.1	\$ 7,500.00	\$ 750.00
Estimated Construction Cost				\$ 195,454.50
Contingencies				\$ 29,320.00
Engineering				\$ 29,300.00
Construction Administration & Inspection				\$ 23,440.00
Total Estimated Project Cost				\$ 277,514.50

COUNCIL BILL NO. 20-20

ORDINANCE NO. _____

An Ordinance authorizing the Mayor to enter into an Agreement with JD Wallace Contracting, LLC., to commence and complete the construction of the River Street Bridge Replacement, in the City of Carthage, Missouri.

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

SECTION I: The Mayor of the City of Carthage is hereby authorized to enter into an Agreement with JD Wallace Contracting, LLC., to commence and complete the construction of River Street Bridge Replacement, in Carthage, Missouri, a copy of which is attached hereto and incorporated herein as if set out in full.

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

PASSED AND APPROVED THIS _____ DAY OF _____, 2020.

MAYOR

ATTEST:

CITY CLERK

Sponsored by: Public Works Committee

April 8, 2020

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

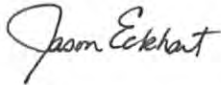
RE: River Street Bridge Replacement
Carthage, Missouri

Dear Mr. Carney:

The bids for the above referenced project have been reviewed and tabulated. It is the recommendation of this office to accept the bid from JD Wallace Contracting, LLC of Springfield, Missouri in the amount of \$293,411.65.

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

Sincerely,



Jason Eckhart, P.E.

cc: JD Wallace Contracting, LLC

BID TABULATION
RIVER STREET BRIDGE REPLACEMENT
Bid Opening: March 31, 2020 @ 10 a.m.

SECTION 1 - ROADWAY				JD WALLACE CONTRACTING, LLC				JKS CONCRETE, INC.				SPROULS CONSTRUCTION, INC.			
				P.O. BOX 3754				23690 PECAN RD.				397 W. HWY. DD			
				SPRINGFIELD, MO 65804				ORONOCO, MO 64855				LAMAR, MO 64759			
Item No.	Description	No. Units	Unit Price	Extended Total	Unit Price	Extended Total	Unit Price	Extended Total	Unit Price	Extended Total	Unit Price	Extended Total	Unit Price	Extended Total	Unit Price
1-1	MOBILIZATION	1	LS	\$ 18,500.00	\$ 18,500.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00
1-2	TYPE III MOVABLE BARRICADE	3	EA	\$ 130.00	\$ 390.00	\$ 250.00	\$ 750.00	\$ 250.00	\$ 750.00	\$ 250.00	\$ 750.00	\$ 250.00	\$ 750.00	\$ 250.00	\$ 750.00
1-3	TEMPORARY TRAFFIC CONTROL SIGNING	1	LS	\$ 1,100.00	\$ 1,100.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
1-4	EROSION CONTROL	1	LS	\$ 500.00	\$ 500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
1-5	REMOVAL OF IMPROVEMENTS	1	LS	\$ 8,150.00	\$ 8,150.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
1-6	UNCLASSIFIED EXCAVATION	1	LS	\$ 3,000.00	\$ 3,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
1-7	EMBANKMENT IN PLACE	1	LS	\$ 5,750.00	\$ 5,750.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
1-8	COMPACTED TYPE I GRANULAR BASE (6 IN THICK)	404	SY	\$ 12.00	\$ 4,848.00	\$ 12.00	\$ 4,848.00	\$ 12.00	\$ 4,848.00	\$ 12.00	\$ 4,848.00	\$ 12.00	\$ 4,848.00	\$ 12.00	\$ 4,848.00
1-9	CURB AND GUTTER TYPE A	57	LF	\$ 21.00	\$ 1,197.00	\$ 35.00	\$ 1,995.00	\$ 35.00	\$ 1,995.00	\$ 35.00	\$ 1,995.00	\$ 35.00	\$ 1,995.00	\$ 35.00	\$ 1,995.00
1-10	ASPHALT PAVEMENT (AVERAGE 3 IN THICK)	499	SY	\$ 30.00	\$ 14,970.00	\$ 24.00	\$ 11,976.00	\$ 24.00	\$ 11,976.00	\$ 24.00	\$ 11,976.00	\$ 24.00	\$ 11,976.00	\$ 24.00	\$ 11,976.00
1-11	CONCRETE SIDEWALK THICKNESS VARIES (4" - 14")	84	SY	\$ 100.00	\$ 8,400.00	\$ 80.00	\$ 6,720.00	\$ 80.00	\$ 6,720.00	\$ 80.00	\$ 6,720.00	\$ 80.00	\$ 6,720.00	\$ 80.00	\$ 6,720.00
1-12	GUARDRAIL TYPE A	50	LF	\$ 65.00	\$ 3,250.00	\$ 50.00	\$ 2,500.00	\$ 50.00	\$ 2,500.00	\$ 50.00	\$ 2,500.00	\$ 50.00	\$ 2,500.00	\$ 50.00	\$ 2,500.00
1-13	END GUARDRAIL ITEM	2	EA	\$ 80.00	\$ 160.00	\$ 300.00	\$ 600.00	\$ 300.00	\$ 600.00	\$ 300.00	\$ 600.00	\$ 300.00	\$ 600.00	\$ 300.00	\$ 600.00
1-14	ALUMINUM HANDRAIL W/ RETURN	38	LF	\$ 165.00	\$ 6,270.00	\$ 160.00	\$ 6,080.00	\$ 160.00	\$ 6,080.00	\$ 160.00	\$ 6,080.00	\$ 160.00	\$ 6,080.00	\$ 160.00	\$ 6,080.00
1-15	W-18 CHEVRON WARNING SIGN	2	EA	\$ 290.00	\$ 580.00	\$ 500.00	\$ 1,000.00	\$ 500.00	\$ 1,000.00	\$ 500.00	\$ 1,000.00	\$ 500.00	\$ 1,000.00	\$ 500.00	\$ 1,000.00
1-16	HIGH BUILD ACRYLIC WATERBORNE PAVEMENT MARKING PAINT, SOLID, 4" YELLOW	102	LF	\$ 2.35	\$ 239.70	\$ 3.00	\$ 306.00	\$ 3.00	\$ 306.00	\$ 3.00	\$ 306.00	\$ 3.00	\$ 306.00	\$ 3.00	\$ 306.00
1-17	HIGH BUILD ACRYLIC WATERBORNE PAVEMENT MARKING PAINT, INTERMITTENT STRIPE, 4" YELLOW	42	LF	\$ 2.35	\$ 98.70	\$ 2.00	\$ 84.00	\$ 2.00	\$ 84.00	\$ 2.00	\$ 84.00	\$ 2.00	\$ 84.00	\$ 2.00	\$ 84.00
1-18	12" CMP STORM SEWER (EXTENSION OF PIPE 2 PLACES)	23	LF	\$ 120.00	\$ 2,760.00	\$ 50.00	\$ 1,150.00	\$ 50.00	\$ 1,150.00	\$ 50.00	\$ 1,150.00	\$ 50.00	\$ 1,150.00	\$ 50.00	\$ 1,150.00
SUBTOTAL - SECTION 1					\$ 80,163.40		\$ 90,500.00		\$ 90,500.00		\$ 90,500.00		\$ 90,500.00		\$ 90,500.00

SECTION 2 - BRIDGE				JD WALLACE CONTRACTING, LLC				JKS CONCRETE, INC.				SPROULS CONSTRUCTION, INC.			
				P.O. BOX 3754				23690 PECAN RD.				397 W. HWY. DD			
				SPRINGFIELD, MO 65804				ORONOCO, MO 64855				LAMAR, MO 64759			
Item No.	Description	No. Units	Unit Price	Extended Total	Unit Price	Extended Total	Unit Price	Extended Total	Unit Price	Extended Total	Unit Price	Extended Total	Unit Price	Extended Total	Unit Price
2-1	REMOVAL OF BRIDGES	1	LS	\$ 6,800.00	\$ 6,800.00	\$ 50,500.00	\$ 50,500.00	\$ 50,500.00	\$ 50,500.00	\$ 50,500.00	\$ 50,500.00	\$ 50,500.00	\$ 50,500.00	\$ 50,500.00	\$ 50,500.00
2-2	STRUCTURAL STEEL PILES (12 IN) INCLUDING PILE POINT REINFORCEMENT	225.8	LF	\$ 97.00	\$ 21,897.75	\$ 112.00	\$ 25,284.00	\$ 112.00	\$ 25,284.00	\$ 112.00	\$ 25,284.00	\$ 112.00	\$ 25,284.00	\$ 112.00	\$ 25,284.00
2-3	CONCRETE - ABUTMENTS	62.3	CY	\$ 480.00	\$ 29,904.00	\$ 540.00	\$ 33,842.00	\$ 540.00	\$ 33,842.00	\$ 540.00	\$ 33,842.00	\$ 540.00	\$ 33,842.00	\$ 540.00	\$ 33,842.00
2-4	CONCRETE - WINGWALLS	24.9	CY	\$ 480.00	\$ 11,952.00	\$ 700.00	\$ 17,430.00	\$ 700.00	\$ 17,430.00	\$ 700.00	\$ 17,430.00	\$ 700.00	\$ 17,430.00	\$ 700.00	\$ 17,430.00
2-5	BRIDGE - PRECAST BEAM UNIT @ 39' LENGTH	14	EA	\$ 8,000.00	\$ 112,000.00	\$ 7,715.00	\$ 108,010.00	\$ 7,715.00	\$ 108,010.00	\$ 7,715.00	\$ 108,010.00	\$ 7,715.00	\$ 108,010.00	\$ 7,715.00	\$ 108,010.00
2-6	REINFORCING STEEL	8403	LB	\$ 1.50	\$ 12,604.50	\$ 1.30	\$ 11,001.90	\$ 1.30	\$ 11,001.90	\$ 1.30	\$ 11,001.90	\$ 1.30	\$ 11,001.90	\$ 1.30	\$ 11,001.90
2-7	6" CONCRETE CHANNEL FLOOR W/ 6-6 x 10-10 W W.M.	36	CY	\$ 500.00	\$ 18,000.00	\$ 375.00	\$ 13,500.00	\$ 375.00	\$ 13,500.00	\$ 375.00	\$ 13,500.00	\$ 375.00	\$ 13,500.00	\$ 375.00	\$ 13,500.00
SUBTOTAL - SECTION 2					\$ 213,248.25		\$ 259,367.90		\$ 259,367.90		\$ 259,367.90		\$ 259,367.90		\$ 259,367.90
TOTAL AMOUNT - SECTIONS 1 AND 2					\$ 293,411.65		\$ 349,876.90		\$ 349,876.90		\$ 349,876.90		\$ 349,876.90		\$ 349,876.90

This is to certify that at 10:00 A.M. on March 31, 2020, at the office of the City of Carthage, City Hall, Carthage, Missouri, the bids tabulated herein were publicly opened, read aloud and checked. The totals are correct as to additions and extensions.

Jason Eckhart
Jason Eckhart, P.E.
Anderson Engineering, Inc.

THIS AGREEMENT, made this ____ day of _____, 2020, by and between City of Carthage, Carthage, Missouri, hereinafter called "OWNER" and JD Wallace Contracting, LLC doing business as (an individual), or (a partnership,) or (a corporation) hereinafter called "CONTRACTOR".

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

1. The CONTRACTOR will commence and complete the construction of River Street Bridge Replacement, Carthage, Missouri.
2. The CONTRACTOR will furnish all of the materials, supplies, tools, equipment, labor and other services necessary for the construction and completion of the PROJECT described herein.
3. The CONTRACTOR will commence the work required by the CONTRACT DOCUMENTS on the date stipulated in the NOTICE TO PROCEED and will complete the same within ninety (90) calendar days unless the period for completion is extended otherwise by the CONTRACT DOCUMENTS.
4. The CONTRACTOR understands that the specifications governing the work contemplated are attached to this proposal.
5. The CONTRACTOR agrees to pay, without condition or recourse, as liquidated damages to the sum of Five Hundred and 00/100 dollars (\$500.00) for each consecutive calendar day after the stated DATE OF COMPLETION or extension thereto that the CONTRACTOR shall be in default as provided in SECTION 15 OF THE General Conditions. CONTRACTOR further agrees to reimburse the subcontractors, suppliers, engineers, and other contractors of the OWNER for costs incurred and/or damages suffered by reason or reasons attributable to the CONTRACTOR'S failure to complete the CONTRACT by the completion date, or extensions thereof, as provided by section 15 of the General Conditions. Said liquidated damages and payments shall be withheld from the payments due the contractor. The CONTRACTOR agrees to perform all of the WORK described in the CONTRACT DOCUMENTS and comply with the terms therein for the sum of Two Hundred Ninety-Three Thousand Four Hundred Eleven and 65/100 Dollars (\$293,411.65).
6. The term "CONTRACT DOCUMENTS" means and includes the following:
 - (A) Invitation to Bid
 - (B) Instructions to Bidders
 - (C) Bid
 - (D) Bid Bond
 - (E) Agreement Form
 - (F) Notice of Award
 - (G) Notice to Proceed
 - (H) Performance Bond
 - (I) Payment bond
 - (J) General Conditions of Contract
 - (K) Supplementary Conditions
 - (L) Specifications prepared by Anderson Engineering, Inc. and dated March, 2020.
 - (M) Drawings prepared by Anderson Engineering, Inc. and dated March, 2020.
 - (N) Addenda

No. <u>1</u>	dated <u>March 30</u>	<u>20 20</u>
No. _____	dated _____	<u>20</u> __
No. _____	dated _____	<u>20</u> __
No. _____	dated _____	<u>20</u> __
No. _____	dated _____	<u>20</u> __

7. The OWNER will pay to the CONTRACTOR in the manner and at such times as set forth in the General Conditions such amounts as required by the Contract Documents.

8. This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in three (3) copies each of which shall be deemed an original on the date first above written.

OWNER:

City of Carthage

(SEAL) _____

By _____

Attest _____

Name Dan Rife
(Please Type or Print)

Name Traci Cox

Title Mayor

Title City Clerk

CONTRACTOR:

(SEAL) _____

By _____

Attest _____

Name Justin Wallace
(Please Type or Print)

Name _____

Title President

NOTICE OF AWARD 00501

TO: JD Wallace Contracting, LLC
P.O. Box 3754
Springfield, Missouri 65804

PROJECT Description: River Street Bridge Replacement, Carthage, Missouri.

The OWNER has considered the BID submitted by you for the above described WORK in response to its Invitation to Bid dated March 5, 2020 and Instructions to Bidders.

You are hereby notified that your BID has been accepted in the amount of Two Hundred Ninety-Three Thousand Four Hundred Eleven and 65/100 Dollars (\$293,411.65).

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

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

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

Dated this _____ day of _____, 20____.

City of Carthage

By: _____

Title: Mayor

ACCEPTANCE OF NOTICE

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

By _____

Title _____

NOTICE TO PROCEED.....00502

TO: JD Wallace Contracting, LLC
P.O. Box 3754
Springfield, Missouri 65804

DATE: _____

PROJECT: River Street Bridge Replacement, Carthage, Missouri

You are hereby notified to commence WORK in accordance with the Agreement dated _____, 2020, on or before June 15, 2020, and you are to complete the WORK within ninety (90) calendar days thereafter. The date of completion of all WORK is therefore September 11, 2020.

City of Carthage

By: _____

Title: Mayor

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE TO PROCEED

is hereby acknowledged by _____

this the _____ day of _____, 20____

By _____

CONTRACT DOCUMENTS & SPECIFICATIONS

FOR

RIVER STREET BRIDGE REPLACEMENT CARTHAGE, MISSOURI

Presented by

The City of Carthage
Carthage, Missouri



Prepared by

Anderson Engineering, Inc.
1745 South Garrison
Carthage, Missouri 64836

March, 2020

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INVITATION TO BID 00020

SEALED BIDS for construction of River Street Bridge Replacement will be received by the City of Carthage, 326 Grant St., Carthage, Missouri 64836 until 10:00 a.m. prevailing local time, March 31, 2020, and then publicly opened and read aloud at the City of Carthage, 326 Grant St., Carthage, MO 64836.

The proposed work includes: Bridge replacement improvements along with incidentals on River Street.

Copies of the plans and specifications are on file and may be examined at the offices of Anderson Engineering, Inc., located at 1745 South Garrison, Carthage, Missouri 64836.

Complete digital project bidding documents are available for viewing and downloading at www.andersonengineeringinc.com and www.questcdn.com. Documents may be viewed at no charge. Documents may be downloaded for a non-refundable fee of \$25.00. The QuestCDN project number is 6885440. Paper copies of the plans, specifications, proposal forms and contract documents may be obtained from the office of Anderson Engineering, Inc., 1745 South Garrison, Carthage, Missouri 64836, (417) 358-9551 upon payment of a non-refundable amount of \$150.00 per set. The successful bidder will be furnished three complete sets of plans and specifications.

PLEASE NOTE: Official planholders list will only be the list maintained by Quest Construction Data Network. It is the sole responsibility of all planholders, whether they have received digital downloads or paper copies of the plans and specifications, to return to planroom periodically to check for Addenda which may have been posted. Neither the Owner nor Engineers has any responsibility for the accuracy, completeness or sufficiency of any bid documents obtained from any source other than Quest Construction Data Network. Obtaining these documents from any other source(s) may result in obtaining incomplete and inaccurate information. Obtaining these documents from any source other than directly from the source listed herein may also result in failure to receive any addenda, corrections or other revisions to these documents that may be issued. Bidders with questions concerning this invitation may contact Jason Eckhart, P.E., Anderson Engineering, Inc., 1745 South Garrison, Carthage, Missouri 64836 at (417)-358-9551, Fax (417)-358-4224.

The Owner reserves the right to waive any informalities or minor defects or to reject any or all bids and to readvertise and to rebid.

All materials for the project shall be tax exempt.

Each Bidder must deposit with his/her bid, security in the amount of five percent (5%) of his/her base bid which is subject to conditions provided in the Instructions to Bidders.

PREVAILING HOURLY WAGE RATES

Attention of BIDDER is particularly called to the requirements as conditions of employment to be observed and that BIDDER must comply with the payment of hourly wage rates, including all fringe benefits, as established by the Wage Determination Sections 290.210-340, RSMo as amended in 1969 pertaining to the prevailing hourly wages and including fringe benefits, as established by the Department of Labor and Industrial Relations of the State of Missouri. A copy of each determination will be provided with the contract documents prior to the bidding date. No Bidder may withdraw his bid within thirty (30) consecutive calendar days after the actual date of the opening thereof.

Date: March 6, 2020

City of Carthage
Zeb Carney, Public Works Director

INSTRUCTIONS TO BIDDERS 00100

BIDS will be received by the City of Carthage (herein called the "OWNER") at the City of Carthage, 326 Grant St., Carthage, Missouri 64836 until 10:00 a.m. prevailing local time, March 31, 2020, for River Street Bridge Replacement, Carthage, Missouri, and then at said office publicly opened and read aloud.

Each BID must be submitted in a sealed envelope addressed to City of Carthage, 326 Grant St., Carthage, Missouri 64836.

Each sealed envelope containing a BID must be plainly marked on the outside as BID FOR River Street Bridge Replacement, Carthage, Missouri, and the envelope should bear on the outside the name of the BIDDER, his address, his license number, if applicable, and the name of the project for which the BID is submitted. If forwarded by mail, the sealed envelope containing the Bid must be enclosed in another envelope addressed to: City of Carthage, 326 Grant St., Carthage, Missouri 64836.

ALL BIDS must be made on the required BID form. All blank spaces for BID prices must be filled in, in ink or typewritten, and the BID form must be fully completed and executed when submitted. Only one copy of the BID form is required.

The OWNER may waive and informalities or minor defects or reject any and all BIDS. Any BID may be withdrawn prior to the above scheduled time for the opening of BIDS or authorized postponement thereof. Any BID received after the time and date specified shall not be considered. No BIDDER may withdraw a BID within thirty (30) consecutive calendar days after the actual date of the opening thereof. Should there be reasons why the contract cannot be awarded within the specified period, the time may be extended by mutual agreement between the OWNER and the BIDDER.

BIDDERS must satisfy themselves of the accuracy of the estimated quantities in the BID schedule by examination of the site and reviews of the drawings and specifications, including any ADDENDA. After BIDS have been submitted, the BIDDER shall not assert that there was a misunderstanding concerning the quantities, the nature of the WORK to be performed, or the extent of responsibilities and risks to be assumed in that performance.

The OWNER shall provide to the BIDDERS prior to BIDDING, available information which is pertinent to, and delineates and describes, the land owned and rights-of-way acquired or to be acquired.

The CONTRACT DOCUMENTS contain the provisions required for the construction of the PROJECT. Information obtained from an officer, agent or employee of the OWNER or any other person shall not affect the risks or obligations assumed by the CONTRACTOR or relieve him from fulfilling any of the condition of the contract.

The BIDDER understands that the specifications governing the construction of the work contemplated are those known and designated as the "Standard Specifications for Street Construction, City of Carthage" and the Missouri Highways and Transportation Commission's "Missouri Standard Specifications for Highway Construction, 2011". Standard Specifications for Street Construction, City of Carthage are available from Anderson Engineering, Inc.

Each BID must be accompanied by a BID BOND payable to the OWNER for five percent (5%) of the total amount of the BID. As soon as the BID prices have been compared, the OWNER will return the BONDS of all except the three lowest responsive BIDDERS. When the Agreement is executed the bonds of the two remaining unsuccessful BIDDERS will be returned. The BID BOND of the successful BIDDER will be retained until the AGREEMENT, PAYMENT BOND, PERFORMANCE BOND and INSURANCE CERTIFICATES have been executed and approved, after which it will be returned. A certified check or cashier's check may be used in lieu of a BID BOND.

A PERFORMANCE BOND and a PAYMENT BOND, each in the amount of 100 percent of the CONTRACT PRICE, with a corporate surety approved by the OWNER, will be required for the faithful performance of the contract.

Bonds shall be executed with sureties licensed to operate in the State of Missouri and named on the current list of "Surety Companies Acceptable on Federal Bonds" as published in Circular 570 by the Audit Staff Bureau of Accounts, U.S. Treasury Department. Attorneys-in-fact who sign BID BONDS or PAYMENT BONDS and PERFORMANCE BONDS must file with each BOND a certified and effective dated copy of their power of attorney.

The party to whom the contract is awarded will be required to execute the Agreement and to provide the PERFORMANCE BOND, PAYMENT BOND, and INSURANCE CERTIFICATES within fourteen (14) consecutive calendar days from the date when NOTICE OF AWARD is delivered to the BIDDER. The NOTICE OF AWARD shall be accompanied by the necessary Agreement, Bond Forms, and Certifications. In case of failure of the BIDDER to execute the Agreement, the OWNER may at his option consider the BIDDER in default, in which case, the BID BOND accompanying the proposal shall be forfeited and shall become the property of the OWNER.

The OWNER, within fourteen (14) calendar days, exclusive of Sundays and holidays, of the receipt of acceptable PERFORMANCE BOND, PAYMENT BOND, INSURANCE CERTIFICATES, and Agreement signed by the party to whom the Agreement was awarded, shall sign the Agreement and return to such party an executed duplicate of the Agreement. Should the OWNER not execute the Agreement within such period, the BIDDER may, by WRITTEN NOTICE, withdraw his signed Agreement. Such notice of withdrawal shall be effective upon receipt of the Notice by the OWNER.

The NOTICE TO PROCEED shall be issued within thirty (30) consecutive calendar days of the execution of the Agreement by the OWNER. Should there be reasons why the NOTICE TO PROCEED cannot be issued within such period, the time may be extended by mutual agreement between the OWNER and CONTRACTOR. If the NOTICE TO PROCEED has not been issued within the thirty (30) consecutive calendar day period or within the period mutually agreed upon, the CONTRACTOR may terminate the Agreement without further liability on the part of either party.

The OWNER may make such investigations as he deems necessary to determine the ability of the BIDDER to perform the work, and the BIDDER shall furnish to the OWNER all such information and data for this purpose as the OWNER may request. The OWNER reserves the right to reject and BID if the evidence submitted by, or investigation of, such BIDDER fails to satisfy the OWNER that such BIDDER is properly qualified to carry out the obligations of the Agreement and to complete the work contemplated therein.

A conditional, or qualified BID, or Tied Bids will not be accepted.

The BIDDER submitting the lowest Total Bid Amount will be designated Apparent Low Bidder. Contract will be awarded to lowest responsive responsible Bidder on the basis of the lowest Total Bid Amount and having provided the necessary BID BONDS, Bid Schedule, and other Bid Documents. The Total Bid Amount shall be determined by the summation of the Extended Totals for each bid item. Extended totals shall be determined by the Unit Price for lump sum bid items and the Unit Price multiplied by the number of units for the unit bid items.

All applicable laws, ordinances and the rules and regulations of all authorities having jurisdiction over construction of the PROJECT shall apply to the contract throughout.

The low BIDDER shall supply the names and addresses of major material SUPPLIERS AND SUBCONTRACTORS when requested to do so by the OWNER.

PREVAILING HOURLY WAGE RATES

Attention of BIDDER is particularly called to the requirements as conditions of employment to be observed and that BIDDER must comply with the payment of hourly wage rates, including fringe benefits, as established by the Wage Determination Sections 290.210-340, RSMo, as amended in 1969 pertaining to the prevailing hourly rate of wages and including fringe benefits as established by the Department of Labor and Industrial Relations of the State of Missouri. A copy of each Determination will be provided with the Contract Documents prior to the bidding date.

BID 00301

PROPOSAL of JD Wallace Contracting, LLC hereinafter referred to as BIDDER,

*a corporation arranged under the laws of the State of Missouri

*a partnership consisting of _____

*an individual d/b/a _____

TO: City of Carthage, Carthage, Missouri, referred to as OWNER,

In response to your invitation to Bid and having carefully examined the drawings, specifications, related contract documents, all addenda thereto, the project site and conditions related thereto, the BIDDER hereby proposes to perform all work for the construction of River Street Bridge Replacement, Carthage, MO, in strict accordance with these Contract Documents, within the period(s) of time set out herein, and for the prices(s), stated hereinafter.

By submission of this Bid, BIDDER certifies, and in the case of a joint Bid, each party thereto certifies as to his own organization, that this Bid has been arrived at independently without consultation, communication, agreement, collusion, or understanding with any other Bidder submitting a Bid for this Project.

BIDDER hereby agrees that if this Bid is accepted, BIDDER will, within fourteen (14) consecutive calendar days, after the date of Notice of Award, enter into an Agreement of form attached herein, and will at that time deliver to the Owner the prescribed Performance Bond, Payment Bond, Insurance Certificates, and all other documents as required in these documents.

As bid security, BIDDER provides herewith, *Bid Bond, *Cashier's check, *Certified check, in the amount of five percent (5%) of the total bid amount, to become the property of the Owner as liquidated damages without condition, at the Owner's option in the event the BIDDER fails to enter into an Agreement, and/or deliver the Bonds and other contract documents within the period of time herein previously established.

BIDDER agrees to provide to the Owner, the certificates of insurance specified in these Documents, and to maintain the scope of insurance throughout the term of the Agreement.

*Strike inapplicable terms

BIDDER, in submitting this Bid, agrees to commence work under the Agreement on or before a date to be specified in the Notice to Proceed and to complete the Agreement within ninety (90) calendar days, thereafter. BIDDER acknowledges understanding of terms for liquidated damages as provided by Section 15 of the General Conditions, and agrees to pay liquidated damages in the amount(s) and by the term(s) established in the Agreement, without condition or recourse.

BIDDER acknowledges receipt of the following ADDENDA:

No. 1

Date 03/30/2020

No. _____

Date _

No. _____

Date _

No. _____

Date _

No. _____

Date _

Contractor Name:

River Street Bridge Replacement
Carthage, Missouri**BID SCHEDULE**

Bidder assures and acknowledges that each unit of lump sum bid price includes the cost of all adjacent, incidental, related and companion items which are shown on the drawings, called for in the specifications, or otherwise necessary to provide a complete and functional installation. The OWNER reserves the right to increase, decrease or delete from the Project quantities of work at the Unit Bid Price or Lump Sum Price in order to bring the total contract price to the budgeted project expenditures.

SECTION 1 - ROADWAY

Item No.	Description	No. Units	Unit	Unit Price	Extended Total
1-1	MOBILIZATION	1	LS	18,500.00	18,500.00
1-2	TYPE III MOVABLE BARRICADE	3	EA	130.00	390.00
1-3	TEMPORARY TRAFFIC CONTROL SIGNING	1	LS	1,100.00	1,100.00
1-4	EROSION CONTROL	1	LS	500.00	500.00
1-5	REMOVAL OF IMPROVEMENTS	1	LS	8,150.00	8,150.00
1-6	UNCLASSIFIED EXCAVATION	1	LS	3,000.00	3,000.00
1-7	EMBANKMENT IN PLACE	1	LS	5,750.00	5,750.00
1-8	COMPACTED TYPE 1 GRANULAR BASE (6 IN. THICK)	404	SY	12.00	4,848.00
1-9	CURB AND GUTTER TYPE A	57	LF	21.00	1,197.00
1-10	ASPHALT PAVEMENT (AVERAGE 3 IN. THICK)	499	SY	30.00	14,970.00
1-11	CONCRETE SIDEWALK THICKNESS VARIES (4" - 14")	84	SY	100.00	8,400.00
1-12	GUARDRAIL TYPE A	50	LF	65.00	3,250.00
1-13	END GUARDRAIL ITEM	2	EA	80.00	160.00
1-14	ALUMINUM HANDRAIL W/ RETURN	38	LF	165.00	6,270.00
1-15	W1-8 CHEVRON WARNING SIGN	2	EA	290.00	580.00
1-16	HIGH BUILD ACRYLIC WATERBORNE PAVEMENT MARKING PAINT, SOLID, 4" YELLOW	102	LF	2.35	239.70
1-17	HIGH BUILD ACRYLIC WATERBORNE PAVEMENT MARKING PAINT, INTERMITTENT STRIPE, 4" YELLOW	42	LF	2.35	98.70
1-18	12" CMP STORM SEWER (EXTENSION OF PIPE 2 PLACES)	23	LF	120.00	2,760.00
SUBTOTAL - SECTION 1					80,163.40

SECTION 2 - BRIDGE

Item No.	Description	No. Units	Unit	Unit Price	Extended Total
2-1	REMOVAL OF BRIDGES	1	LS	6,800.00	6,800.00
2-2	STRUCTURAL STEEL PILES (12 IN.) INCLUDING PILE POINT REINFORCEMENT	225.75	LF	97.00	21,897.75
2-3	CONCRETE - ABUTMENTS	62.3	CY	480.00	29,904.00
2-4	CONCRETE - WINGWALLS	24.9	CY	480.00	11,952.00
2-5	BRIDGE - PRECAST BEAM UNIT @ 39' LENGTH	14	EA	8,000.00	112,000.00
2-6	REINFORCING STEEL	8463	LB	1.50	12,694.50
2-7	6" CONCRETE CHANNEL FLOOR W/ 6-6 x 10-10 W.W.M.	36	CY	500.00	18,000.00
SUBTOTAL - SECTION 2					213,248.25

TOTAL BID AMOUNT - SECTIONS 1 AND 2

293,411.65

Bidder understands and acknowledges that the bid items shown in this proposal represent a summary of all major components of the project; and is set forth to facilitate the comparison of bids; and to provide a basis for any future negotiations that may be necessary.

Bidder further understands and acknowledges that the bids on the different items on the Bid Schedule must be balanced within reasonable limits.

Respectfully submitted,

JD Wallace Contracting, LLC
Name of Contractor

By  Justin Wallace

PRESIDENT
Title

ATTEST:

By  Jennifer Wallace

Secretary
Title

(Seal)

(If Bid is a Corporation)

PO Box 3754, Springfield, MO 65804
Address (including zip code)

Phone: 417-830-8309 Email: justin@jdwallace.co
Address

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BID BOND.....00409

JD Wallace Contracting, LLC

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, RLI Insurance Company as Surety, are hereby held and firmly bound unto City of Carthage, Carthage, Missouri, as OWNER, in the penal sum of (\$Five Percent (5) of amount bid) for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, successors and assigns.

Signed this 31st day of March, 2020.

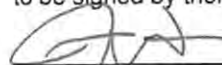
The condition of the above obligation is such that whereas the principal has submitted to City of Carthage, Carthage, Missouri, a certain BID, attached hereto and hereby made a part hereof to enter into a contract in writing, for the construction of River Street Bridge Replacement, Carthage, MO.

NOW, THEREFORE,

- (a) If said BID shall be rejected, or
(b) If said BID shall be accepted and Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said BID) and shall furnish BONDS for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said BID, then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its BOND shall be in no way impaired or affected by and extension of the time within which the OWNER may accept such BID; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

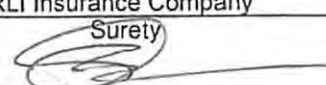
 JUSTIN WALLACE (L.S.) JD Wallace Contracting, LLC

Principal

RLI Insurance Company

Surety

By:


Sheryl C Amos, Attorney-in-fact

IMPORTANT - Surety companies executing BONDS must appear on the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the state where the project is located.



POWER OF ATTORNEY

RLI Insurance Company Contractors Bonding and Insurance Company

9025 N. Lindbergh Dr. Peoria, IL 61615
Phone: 800-645-2402

Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes executed, but may be detached by the approving officer if desired.

That RLI Insurance Company and/or Contractors Bonding and Insurance Company, each an Illinois corporation, (separately and together, the "Company") do hereby make, constitute and appoint:

Luke Nixon, Roger Lindstrom, Aaron Sharpe, Greg Lindstrom, Mark Gambon, Kellie Sansom, Emily Berg, Sheryl C. Amos, Jared Ballard, jointly or severally

in the City of Springfield, State of Missouri its true and lawful Agent(s) and Attorney(s) in Fact, with full power and authority hereby conferred, to sign, execute, acknowledge and deliver for and on its behalf as Surety, in general, any and all bonds and undertakings in an amount not to exceed Twenty Five Million Dollars (\$25,000,000.00) for any single obligation.

The acknowledgment and execution of such bond by the said Attorney in Fact shall be as binding upon the Company as if such bond had been executed and acknowledged by the regularly elected officers of the Company.

RLI Insurance Company and/or Contractors Bonding and Insurance Company, as applicable, have each further certified that the following is a true and exact copy of a Resolution adopted by the Board of Directors of each such corporation, and is now in force, to-wit:

"All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or Agents who shall have authority to issue bonds, policies or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

IN WITNESS WHEREOF, the RLI Insurance Company and/or Contractors Bonding and Insurance Company, as applicable, have caused these presents to be executed by its respective Vice President with its corporate seal affixed this 7th day of February, 2020.



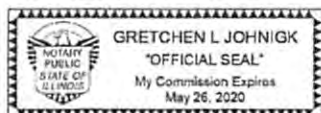
RLI Insurance Company
Contractors Bonding and Insurance Company

By: Barton W. Davis
Barton W. Davis Vice President

State of Illinois }
County of Peoria } SS

On this 7th day of February, 2020, before me, a Notary Public, personally appeared Barton W. Davis, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the RLI Insurance Company and/or Contractors Bonding and Insurance Company and acknowledged said instrument to be the voluntary act and deed of said corporation.

By: Gretchen L. Johnigk
Gretchen L. Johnigk Notary Public



CERTIFICATE

I, the undersigned officer of RLI Insurance Company and/or Contractors Bonding and Insurance Company, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable; and furthermore, that the Resolution of the Company as set forth in the Power of Attorney, is now in force. In testimony whereof, I have hereunto set my hand and the seal of the RLI Insurance Company and/or Contractors Bonding and Insurance Company this 31st day of March, 2020.

RLI Insurance Company
Contractors Bonding and Insurance Company

By: Jeffrey D. Dick
Jeffrey D. Dick Corporate Secretary

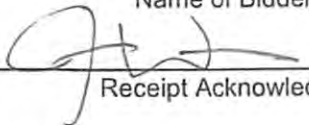
ADDENDUM NO. 1

TO: All Holders of Plans and Contract
Documents for River Street Bridge
Replacement, Carthage, Missouri

ISSUED: March 30, 2020

JD Wallace Contracting, LLC

Name of Bidder

 Justin Wallace
Receipt Acknowledged By

Gentlemen:

This Addendum is hereby made a part of the Contract Documents to the same extent as if it were originally included herein. This Addendum shall be inserted in the Contract Documents and submitted with the Bid, and includes the following items:

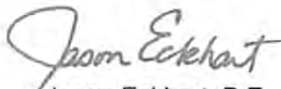
BID OPENING LOCATION:

- 1) In our continuing efforts toward safety precautions regarding the COVID-19 virus, the City of Carthage has made arrangements for all those interested in the bid opening for the above referenced project, Those interested in participating via Zoom online meeting, whether from your computer or mobile device, can do so. The link, along with the meeting I.D. and password, will be emailed to all Contractors currently on the Quest planholder's list. Any additional individuals that would like to participate, can request said login information by emailing Kristen Strickler at kstrickler@andersonengineeringinc.com. Those participating in bid submission, will still submit their bid packages to the City of Carthage, City Hall, 326 Grant Street, Carthage, MO by **10 a.m. CDT on Tuesday, March 31, 2020**. The City of Carthage staff will accept all bid packets and record the time as normal procedure. Bids will be opened and read aloud via Zoom and a bid tabulation will be posted in due time.

We appreciate everyone's cooperation during this challenging time.

Sincerely,

ANDERSON ENGINEERING, INC.


Jason Eckhart, P.E.



***NEW
BUSINESS***

COUNCIL BILL NO. 20-21

ORDINANCE NO. _____

An Ordinance authorizing the Mayor to enter into a Lease Agreement with Jason and Pam Graff for continued use of the pavilion in Municipal Park as a skating rink for a one year lease term.

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

SECTION I: The Mayor of the City of Carthage is hereby authorized to enter into a Lease Agreement with Jason and Pam Graff for continued use of the pavilion in Municipal Park as a skating rink for a one year term commencing January 1, 2020 and ending December 31, 2020, a copy of which Lease Agreement is attached hereto and incorporated herein as if set out in full.

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

**PASSED AND APPROVED THIS _____ DAY OF _____
2020.**

ATTEST:

Dan Rife, Mayor

Traci Cox, City Clerk

Sponsored by: Public Services Committee

LEASE AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____, 2020 by and between the City of Carthage, Jasper County, Missouri, a municipal corporation, hereinafter called Lessor, and Jason and Pam Graff, of Carthage, Missouri, hereinafter called the Lessee.

WITNESSETH, THAT THE Lessor, for and in consideration of the rents, covenants, and stipulations to be paid, kept and performed by the said Lessee does hereby lease and demise to the said Lessee a certain building located in the Municipal Park, Carthage, Missouri, which said building is owned by Lessor and commonly referred to as "pavilion" to be used by Lessee as a skating rink.

TO HAVE AND TO HOLD the above described building with all privileges thereto belonging unto the said lessee for a term of one year commencing January 1, 2020 and ending December 31, 2020. Lessee to use said premises as and for a skating rink with the approval of a majority of the members of the City Council, City of Carthage, Missouri.

Lessee does hereby agree to pay to lessor as and for rental for the above described premises the total sum of Zero Dollars (\$00.00) per year.

Lessee does hereby agree that the Lessor is to make no repairs to the facility, including but not limited to; water infiltration form surface water, resurfacing floor, painting, and exterior maintenance.

The Lessee shall hold the Lessor free and harmless from any and all costs, damages, expenses, mechanic liens, or any and all liability which may arise from any contract, tort, statute, or city ordinance growing out of the use of said premises by said Lessee.

The Lessee does hereby agree that he will not assign this lease nor shall he have the right to so assign the same to any person or persons howsoever without first having and obtaining the written consent of the Lessor to said proposed assignment.

The City will continue to maintain electrical, sewer, and water service to and from the building. Lessee to provide proper sanitation and illumination inside the building

The Lessee shall be responsible for all repairs to the interior of said pavilion and Lessee covenants to maintain said interior in as good repair as it was in at the commencement of this lease, ordinary wear and tear and acts of God excepted.

The Lessee assumes and agrees to pay all utility bills, including the water bill for the main floor of the building, incurred in connection with use of said building.

Lessee shall have the right at their option to operate legitimate concessions within said building in addition to the skating business carried on therein.

Lessee further covenants and agrees to prevent their patrons and others from parking their automobiles immediately adjacent to said pavilion, and Lessee agrees to use all reasonable means to prevent delivery trucks from crossing the sidewalk when making deliveries to the said pavilion.

Damage to the building by fire, wind, storm, and other casualty rendering the Pavilion untenable

shall, at the option of either party, work a termination of this lease.

The Lessee covenants and agrees to maintain and keep the toilets on the main floor in said building clean and in good repair, except for as above stated, and to keep the premises in a clean, neat, and orderly manner.

It is further agreed and understood by and between the parties hereto, that prior to the commencement of said skating rink business by Lessee on said premises, said Lessee shall at this own expense, obtain a policy of liability insurance in the amount of two million dollars (\$2,000,000.00) with the City of Carthage as an additional named insured, protecting Lessor from any claim of any person or persons whomsoever arising out of the use of said property as a skating rink by Lessee. Lessee shall provide the City Clerk with a copy of the insurance certificate no later than thirty days after signing of the agreement.

The alterations made by Lessee and all equipment installed for the purpose of winterizing the Pavilion shall be and remain the property of Lessor upon the termination of the Lease Agreement.

Violation of any above covenants contained herein by the Lessee shall, at the option of the Lessor, constitute a forfeiture of the lease, but shall in no way affect the obligation of the Lessee to pay the rental herein provided for.

In **WITNESS WHEREOF**, the parties hereunto set their hand and seal of this _____ day of _____, 2020.

CITY OF CARTHAGE

By: _____ Lessor
Mayor:

Pam Graff Lessee

Jason Graff Lessee

Attest:

City Clerk

COUNCIL BILL NO. 20-22

ORDINANCE NO. _____

An Ordinance authorizing the Mayor to enter into a contract with the Fair Acres Family YMCA, Inc., for Aquatic Facility Management at Municipal Park.

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

SECTION I: The Mayor of the City of Carthage is hereby authorized to enter into a contract with the Fair Acres family YMCA, Inc., for Aquatic Facility Management at Municipal Park, a copy of which agreement is attached hereto and incorporated herein as if set out in full.

SECTION II: That all ordinances or parts of ordinances therefore enacted which are in conflict herewith are hereby repealed.

SECTION III: 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

***MAYOR'S
APPOINTMENTS***

Mayor's Appointments

May 2020

HOSPITAL BOARD

4 Year Term – 5 Members – Quarterly – 5:30PM – Mercy McCune-Brooks

NAME	PHONE	ADDRESS	APPOINTED	EXPIRES
Ron Peterson, Sr	358-2648	13098 Dogwood (PO Box 597)	5/28/1996	May 24

Jasper County Extension Center

2 Year Term – 1 Member –Meets First Tuesday, Extension Center

NAME	PHONE	ADDRESS	APPOINTED	EXPIRES
Andy Cloud	358-5855	2023 S. Paradise Ln.	5/24/2016	May 22

Carthage Tree Board

3 Year Term – 5 Members –Meets on Call

NAME	PHONE	ADDRESS	APPOINTED	EXPIRES
Robert Balek	358-2158	529 Euclid Blvd	5/9/2017	May 23

RESOLUTIONS

MINUTES
STANDING
COMMITTEES

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS
TUESDAY, APRIL 14, 2020
5:00 p.m.

This meeting was conducted by Zoom video conferencing due to CDC recommendations in response to COVID-19.

COMMITTEE MEMBERS PRESENT via ZOOM VIDEO CONFERENCING: Ceri Otero, David Armstrong, Kirby Newport and Ed Barlow.

OTHER COUNCIL MEMBERS:

OTHERS PRESENT: City Administrator Tom Short and City Clerk Traci Cox via Zoom Video Conference and Police Chief Greg Dagnan and CVB Board President Anthea Harbin via teleconference.

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. Newport, the minutes of the April 7, 2020 meeting were approved 4-0.

NEW BUSINESS:

- 1. Consider and discuss Convention and Visitor's Bureau contractual services:**
Niki Cloud has resigned from her position as Executive Director for CVB. Ms. Harbin discussed future plans for the CVB which include board members stepping up to fill different roles of the Executive Director to continue services including formation of a hiring committee, committees to work with Food Truck Friday and Erik the Travel Guy and a committee to work on a marketing plan. Committee members expressed concerns regarding other revenue streams and the discussion of a possible merger with the Chamber. Excess funds of the CVB were also discussed. The excess funds were a result of not having an Executive Director in place for five months and money was not spent because there was not a marketing plan in place.
- 2. Staff Reports:** Ms. Cox reported staff continues to work with Guaranty Bank to get ready to transition bank accounts.

ADJOURNMENT: Mr. Armstrong made a motion to adjourn at 5:32 PM. Motion carried 4-0.

Traci Cox
City Clerk

Public Service Committee
April 21, 2020
5:30 PM
Zoom Video Meeting

Members Present: Ed Barlow, James Harrison, Mike Daugherty, Juan Topete

Members Absent: N/A

Staff Present: Tom Short, Mark Peterson, Kailey Williams

Non-Members Present: Jonathan Roberts

At 5:30 p.m. Mr. Topete called the meeting to order.

Mr. Daugherty moved to approve minutes from last meeting. Motion Carried.

New Business:

1. Consider and Discuss Carthage Chamber of Commerce Carnival at Fair Acres.

Discussion centered on a request to use Fair Acres for a carnival operation during Maple Leaf. The carnival contract is with the Carthage Chamber of Commerce. Mr. Peterson noted that with recent years this is where the parking had been located and there were no problems. Mr. Harrison mentioned that in years before the event had good turnouts. No one complained or had issues. The turnouts have been good since inception in 2016. Mr. Short mentioned the choice of having a charge or no charge for the carnival. Mr. Peterson indicated all activities similar to this will be reviewed for cost recovery and fees determined based on facility usage and staff hours used to work set up and breakdown events. As of now, there will be no charge, but in the future, they will need to be a charge.

Mr. Daugherty made a motion to accept the Carthage Chamber of Commerce Carnival at Fair Acres. Motion Carried.

2. Consider and Discuss "Music Under the Maples" at Central Park.

Discussion on beer garden. Mr. Harrison asked at the last event, if there was a beer garden present. Members could not remember if was or was not present. Mr. Short noted, if there would be a beer garden Carthage Police would need to be present with alcohol present. Members agreed to continue with event as it is well attended and operated.

Mr. Daugherty made a motion to accept the "Music under the Maples" at Central Park. Motion Carried.

3. Consider and Discuss "Sunday in the Park" at Central Park.

Mr. Peterson mentioned that the races and activities were a big success. The chilly cook off was a nice addition. Mr. Daugherty noted the fantastic attendance for 2019. Mr. Barlow noted that the events have brought in large crowds as well.

Mr. Harrison made a motion to accept "Sunday in the Park". Motion Carried.

4. Consider and Discuss Bids for Memorial Hall Stage Curtain.

Discussion on the Memorial Hall Stage Curtain. Mr. Peterson noted the curtain needed attention. In addition, Mr. Peterson talked with Melanie Blizzard about the need. The old stage curtain is poor condition and needs replaced.

Mr. Daugherty made a motion to accept the bid of \$8,070.73 from Associated Theatrical Contractors for the Memorial Hall Stage Curtain. Motion Carried.

Public Service Committee

April 21, 2020

5:30 PM

Zoom Video Meeting

5. Consider and Discuss Roller Skating Pavilion Contract with Pam Graff.

Mr. Peterson discussed meeting with Brian Bradley, Pam Graff and her husband Jason Graff. All toured the facility to see the state of the building and discuss the contract. The meeting evolved around needed repairs to the building. Brian Bradley and Tony Peters had done preliminary assessments and determined needed repairs to handle all would be close to \$15,000. Mr. Barlow, Mr. Harrison, Mr. Topete all had concerns with the structure. Mr. Harrison noted he was worried about the structure with children being inside skating and being present. Mr. Barlow and Mr. Topete agreed with Mr. Harrison saying that the building needed to be up to date with children being inside. Mr. Peterson indicated through the meeting with Pam and Jason that they would be happy to do needed repairs. Mr. Peterson discussed a contract solution with them that would include no rent payments and also that the city not be responsible for maintenance during this contract term. Mr. Peterson noted the main reason for this type of contract is due to the Master Plan analysis of the facility and potential usage. A determination will need to be made on potential use. A maintenance assessment will need to be made to determine all structural issues. The current issue is water that comes in on the north side of the building during storms. The Graff's will address this situation. Mr. Peterson did not think there would be issues related to safety. The Graff have operated successfully and have done a very good job maintaining the facility within contract terms previously. They were on board with this contract through discussions with Mr. Peterson. Mr. Barlow accepted but wanted future discussion with no rent and repairs.

Mr. Daugherty made a motion to accept the Roller Skating Pavilion Contract. Motion carried.

6. Consider and Discuss YMCA Contract for Operation of Municipal Pool.

Mr. Roberts discussed the YMCA operating the Municipal Pool. Over the past several years of YMCA management, visits have gone up. The YMCA and Mr. Roberts are asking the city for an additional \$5,000 from the previous contract. He indicated this additional request was due to an increase in minimum wage and the longer season. There will be 92 days in this summer season and increase of 10 days from last season. Mr. Harrison said he has been watching the numbers over the past several years and noted he was happy with the outcome. Mr. Barlow said that he thought all was good with people coming out and using the pool after isolation and city order are up. Business will be booming with people wanting to get out and come swimming. Mr. Peterson mentioned that some pool repairs were recently completed, spending close to \$4,800 on a pool pump that needed replaced in anticipation of the pool operation this year. Much discussion centered on the possibility of a delayed opening due to COVID-19 activity. It was determined payment s would be reduced by \$597.82 per day due to COVID-19 potential delays or closure. Contract payments would be set up for \$11,250 in May, \$13,750 in June, and \$15,000 in July and August to complete the total of \$55,000. **Mr. Daugherty made a motion to accept the YMCA Contract for Operation of Municipal Pool. Motion carried.**

7. Consider and Discuss Bids For Fair Acres Fencing.

Discussion made on Bids for Fair Acres Fencing. Mr. Peterson mentioned these repairs would be for perimeter fencing as well as backstops at the boy's baseball fields needed due to bowing and

Public Service Committee

April 21, 2020

5:30 PM

Zoom Video Meeting

bending. Wheels and components for the retractable gates around the park will also be repaired in the process. There was only one bid that came in with the fencing from Springfield, MO with the total being \$33,870. The budgeted amount is \$48,000 for repairs. **Mr. Daugherty made a motion to accept the bid of \$33,870 from Anchor Fencing of Springfield, MO for Fair Acres Fencing. Motion Carried.**

Staff Reports:

Mr. Peterson had technical issues with sound during the Zoom meeting. The committee could not hear his report. He will be emailing a copy of his report to all committee members and Mr. Short.

Mr. Short updated the committee on budget related issues. Mr. Short noted COVID-19 related issues will have significant impact on current fiscal budgets as well as the upcoming 20/21 budget. He noted golf revenues were already below projections prior to the 2 week closure and COVID-19 related issues. Mr. Short noted there will need to be additional transfers from the General Fund to the Golf Fund. There will be impacts to activity and events at the golf course impacting revenue to finish out the year.

Mr. Topete moved for adjournment.

Meeting adjourned at 6:25 p.m.

***MINUTES
SPECIAL
COMMITTEES
AND BOARDS***

Carthage Chamber of Commerce Board of Directors

Thursday, March 19, 2020

Members present:

Roy Mason, Chair
Elizabeth Simmons, Vice Chair
Kimberly Fullerton, Treasurer
Becky Andrews
Paul Eckels
Robert Goar
Reed Hoagland
Scott Watson
Tom Flanigan, ex-officio
Stephanie Howard, ex-officio

Members absent:

Jeanette Clem
Dr. Jon Haffner
John Lenahan
Manny Maturino
Tom Short, ex-officio
Greg Wolf, ex-officio

Liaisons present:

Niki Cloud

Liaisons absent:

Mike Daugherty
Jeremiah Johnson

Staff present:

Mark Elliff, Pres/Sec
Neely Myers
Colette St. Peter

Guests present:

Abbi Almandinger

I. Call to Order

Chair Roy Mason called to order the regular meeting of the Board of Directors Meeting at 7:30am on March 19, 2020 at the Carthage Chamber of Commerce via a conference call. Guests Abbi Almandinger (Vision Carthage).

II. Consent Agenda

Elizabeth Simmons motioned to accept consent agenda with a second from Robert Goar. Motion passed.

III. Partner Report

- a) CVB: Niki Cloud reported Food Truck Friday has been canceled for April and will monitor the current situation for future cancellations. Eric The Travel Guy crew will be in Carthage April 7-9th for filming. Ads have been placed recently promoting Carthage tourism. Niki announced her resignation as CVB Director and her last day will be April 14th.
- b) Ministerial Alliance: Jeremiah Johnson not present

IV. President's Report

Due to COVID-19 and the associated disruption, the Chamber is providing information to members/non-members regarding business updates, cancellations, closures and all programs available to help small businesses while letting others post on the actual virus and safety precautions. Actions are being taken for staff to work remotely should the Chamber need to close. The 10-person rule is in place regarding gatherings at the Chamber. According to the State, the economic outlook indicates a short and swift recession. The Chamber accounts receivables are still too high but miscommunication with invoicing of the City's ED contract was identified. Invoices were re-submitted which will positively impact the bottom line. The Chamber will be reaching out to small business to let them know we're here to support them.

V. Other Business

Chair Roy Mason announced he had been invited to a meeting with the City Administrator, Mayor and CWEP regarding the economic development contract. The date is still to be determined.

VI. Adjourn

Motion to adjourn made by Robert Goar with a second by Elizabeth Simmons.

CWEP BOARD MEETING MINUTES

April 16, 2020

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

Board:

☒ Neel Baucom- President
☒ Danny Lambeth -Vice President
☒ G. Stephen Beimdiek -Secretary
☒ Darren Collier -Liaison

☒ Brian Schmidt - Member
☒ Ron Ross – Member
☒ Pat Goff - Member

Staff:

☒ Chuck Bryant-General Manager
☒ Cassandra Ludwig-General Counsel
☒ Jason Peterson-Director IT & Broadband
☒ Megan Stump- Executive Assistant
☒ Meagan Milliken-Customer Relations Mgr.

☒ Jason Choate-Director of Water Services
☒ Kelli Nugent/CFO
☒ Kevin Emery-Director of Power Services
☒ Stephanie Howard-Director of Business & ED

President Baucom called the meeting to order at 4:03 p.m.

ADDITIONS/CHANGES TO THE AGENDA: None.

APPROVAL OF MINUTES:

A motion by Beimdiek and seconded by Schmidt to approve the minutes of the regular meeting of March 26, 2020 as presented passed unanimously.

APPROVAL OF DISBURSEMENTS:

A motion by Beimdiek and seconded by Goff to approve disbursements for March in the amount of \$3,102,684.23 passed unanimously.

FINANCIAL STATEMENT:

CFO Nugent presented the financials for March noting that the net income for the utility combined was 29% more than budget but 17% less than prior year. Year to date net income is 44% higher than budget and 0.42% higher than prior year. Operating revenues for all departments except Electric were higher than budget for the month. Operating expenses were slightly higher than budget for the month for all departments except Electric. However, year to date, operating expenses are lower than budget for all departments. She noted that for the year to date power and water loss percentages came in at 2.69% and 11.59%, respectively.

A motion by Beimdiek and seconded by Lambeth to approve March financials passed unanimously.

COMMITTEE REPORTS: None.

CITIZEN'S PARTICIPATION PERIOD: None.

OLD BUSINESS: None.

NEW BUSINESS:

RECOMMENDATION OF THE MO RTE. 571 ROUNDABOUT WATER LINE RELOCATION

General Manager Bryant noted bids were submitted and reviewed for the MO Rte. 571 Roundabout Waterline Relocation project. After review, it is the recommendation of Anderson Engineering to accept the bid from G & G Construction in the amount of \$80,024.52.

A motion by Goff and seconded by Schmidt to award G & G construction the MO Rte. 571 Roundabout Waterline Relocation project in the amount of \$80,024.52, passed unanimously.

RECOMMENDATION OF EUCLID BLVD. AND FULTON ST. WATER LINE REPLACEMENT

General Manager Bryant reported bids were submitted and reviewed for the Euclid Blvd. and Fulton St. Water line Replacement. After review, it is confirmed JD Wallace Contracting, LLC of Springfield, Missouri is the apparent low bidder. It is the recommendation of Allgeier, Martin and Associates that Carthage Water and Electric award the construction contract in the amount of \$270,677.00 for the water line replacement work. GM Bryant also mentioned his recommendation to repave these roads using the City of Carthage paving contract with Blevins Asphalt in the amount of \$49,052.75.

A motion by Lambeth and seconded by Goff to award JD Wallace Contracting, LLC for the water line replacement in the amount of \$270,677.00 and to use the City of Carthage paving contract with Blevins Asphalt in the amount of \$49,052.75, passed unanimously.

RECOMMENDATION OF SODIUM HYPOCHLORITE CONVERSION

General Manager Bryant announced bids have been reviewed for the Sodium Hypochlorite Conversion project and confirmed G & G Construction as the apparent low bidder. It is recommended by Allgeier, Martin and Associates that Carthage Water and Electric Plant award G & G Construction for this project in the amount of \$312,000.00. GM Bryant recommends honoring G & G construction for the Sodium Hypochlorite Conversion project.

A motion by Ross and seconded by Lambeth to award G & G Construction for the Sodium Hypochlorite Conversion work in the amount of \$312,000.00, passed unanimously.

RECOMMENDATION FOR THE PURCHASE OF A HALF-TON PICKUP TRUCK

General Manager Bryant noted a request to proceed with the purchase of a half-ton pickup. The vehicle will meet Carthage Water and Electric Plant's required specifications, come with a new warranty, and be purchased from Putnam Chevrolet under the MoDOT State Contract in the amount of \$26,930.00. This truck will also be available for immediate delivery. GM Bryant recommends we move forward with the purchase of a half-ton pickup truck.

A motion by Lambeth and seconded by Schmidt to approve the purchase of a half-ton pickup truck, passed unanimously.

STAFF REPORTS:

General Manager Bryant gave an update on the procedures that have been taken due to COVID-19. Bryant commended staff for pulling their weight during this difficult and trying time.

CFO Nugent gave a customer non-pay update due to COVID-19. Nugent commended her staff for adjusting well and utilizing technology for communication during this time.

Director of Power Services Emery announced Sikeston's Spring Outage finished today. Emery gave a one-month follow-up update on Transformer 2-1.

Director of Water Services Choate noted the water department is focusing on routine things right now.

Director of Business and ED Howard commended Director of Power Services Emery and his staff on the quick and productive work they did with the Wire Mill.

Director IT & Broadband Service Peterson noted there are several customers waiting to be installed for fiber but until COVID-19 settles, fiber expansion will be the main focus.

BOARD MEMBER COMMENTS:

Baucom commended staff on all their sacrifices during this time. He also expressed appreciation to GM Bryant for coordinating all these changes in such a short amount of time.

At 4:47 p.m. the meeting adjourned.

President – Neel Baucom

Secretary – Steve Beimdiek

***AGENDAS
STANDING
COMMITTEES***

-NOTICE OF MEETING-
PUBLIC SERVICES COMMITTEE
TUESDAY APRIL, 21ST 2020
5:30 P.M.
BY VIDEO CONFERENCE
AGENDA

In response to the Coronavirus pandemic and pursuant to the Declaration of Emergency within the City of Carthage, this meeting will be held by on-line video conference. If you would like to listen to the meeting, access information is provided below. For questions, contact Kailey Williams Parks & Recreation Department (417) 237-7035 or k.williams@carthagemo.gov. If you would like to listen to the meeting please call by telephone [#346-248-7799](tel:346-248-7799). You will have to enter the [ID# 353 039 655](#) with a password of [446 040](#). This will allow you to listen to the meeting.

Old Business

1. Consider and approve minutes from previous meeting.

Citizens Participation (Citizens wishing to address the Council or Committee should notify the City in advance, and provide the item they wish to address in written format at least 24 hours prior to the meeting through this [FORM](#). Residents who do not have internet service may call the Clerk's office at 417-237-7000.)

New Business

1. Consider and Discuss Carthage Chamber of Commerce Carnival at Fair Acres.
2. Consider and Discuss "Music Under the Maples" at Central Park.
3. Consider and Discuss "Sunday in the Park" at Central Park.
4. Consider and Discuss Bids for Memorial Hall Stage Curtain.
5. Consider and Discuss Roller Skating Pavilion Contract with Pam Graff.
6. Consider and Discuss YMCA Contract for Operation of Municipal Pool.
7. Consider and Discuss Bids for Fair Acres Fencing.

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 April 27, 2020

5:30 p.m.

Carthage City Hall – Upstairs Conference Room
326 Grant, Carthage MO 64836

TENTATIVE AGENDA

****THIS MONTH MEETING HAS BEEN CANCELED DUE TO CURRENT
COVID-19 RESTRICTIONS***

OLD BUSINESS

1. Consideration and approval of minutes from previous meeting.

CITIZEN PARTICIPATION

1. Maple Leaf Parade – Mark Elliff, Collette St. Peter
2. Music Under the Maples – Mark Elliff, Trisha Swoveland
3. City Sidewalks – Abi Almandinger

NEW BUSINESS.

1. Consider and discuss Repeal Section 4-5.1 – Pit bulldogs prohibited of the Carthage Code of Ordinances
2. Consider and discuss Institute reporting requirements regarding police use and/or acquisition of surveillance technology
3. 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
April 28, 2020
5:00 PM
BY VIDEO CONFERENCE

In response to the Coronavirus pandemic and pursuant to the Declaration of Emergency within the City of Carthage, this meeting will be held by on-line video conference. If you would like to listen to the meeting, access information is provided below. For questions, contact City Clerk Traci Cox (417) 237-7000 or [fill out this form](#).

If you would like to listen to the meeting please call by telephone #346-248-7799. You will have to enter the ID# 956-253-729 with a password 836239. This will allow you to listen to the meeting.

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 April 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: March 2020

APPROVAL OF DISBURSEMENTS: March \$3,102,684.23

FINANCIAL STATEMENT: March

COMMITTEE REPORTS

CITIZENS PARTICIPATION PERIOD:

OLD BUSINESS: None.

NEW BUSINESS:

1. Recommendation of the MO Rte. 571 Roundabout Water line Relocation
2. Recommendation of Euclid Blvd. and Fulton St. Water Line Replacement
3. Recommendation of Sodium Hypochlorite Conversion
4. Recommendation for the Purchase of a Half-ton Pickup Truck

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

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 APRIL 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
7. COMMISSIONER'S REPORTS
8. UNFINISHED BUSINESS
9. NEW BUSINESS
♦ **Announce Construction Manager-at Risk for the Construction of the New Jasper County Highway Department Maintenance Facility.**
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

- There will be a meeting Tuesday to allow the Commission to conduct business. Due to the concerns of the ongoing health crisis we would ask that everyone watch the website for updates as all County business will be posted.

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

(RSMO 610.020)

John Bartosh
Presiding Commissioner

Tom Flanigan
Eastern District Commissioner

Darieux 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

APRIL 28, 2020

9:00 A.M.

JASPER COUNTY COURTHOUSE ROOM 101

Due to the concerns of the ongoing pandemic caused by the Corona Virus, the Jasper County Commission will be postponing the weekly Commission meetings until further notice. The Commission will continue to be in session.

In order to keep everyone informed of the weekly business, an update of any business conducted by the County will be posted here each Tuesday morning.

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 APRIL 24, 2020 AT 4:00 P.M.

(RSMO 610.020)

CITY OF CARTHAGE

Planning, Zoning, and Historic
Preservation Commission

AGENDA

Date of Meeting: 5/4/2020

Place: ****Meeting By Video
Conference****

Time: 5:30 pm



In response to the Coronavirus pandemic and pursuant to the Declaration of Emergency within the City of Carthage, this meeting will be held by On-line video conference. If you would like to listen to the meeting please call by telephone (312) 626-6799 prior to the start of the meeting. You will need to enter the ID# 896 4482 1760 with a password of 602137. For questions, contact the Public Works Department, at (417) 237-7010 or by email: pwd@carthagemo.gov

CITIZEN'S PARTICIPATION / PUBLIC HEARING

Due to the threat of COVID-19 infection, Citizens wishing to address the Committee should notify the Public Works Department in advance and provide the item they wish to address in written format by filling out the PZ Participation form at least 24 hours prior to the meeting to pwd@carthagemo.gov. Residents who do not have internet service may call the Public Works Department at (417) 237-7010.

To Consider the following items:

- 1. Requested by:** Larry Wisdom Sr / Wisdom Investments LLC **Request type:** Annexation
Project Location: E Airport Drive **Reason for Hearing:** Request is for Annexation of 29.4 acres located on E Airport Drive
Parcel ID: 14601400000011000
- 2. Requested by:** Jake Vaughn / Vaughn Company, Inc **Request type:** Annexation
Project Location: 3012 S Chapel Rd **Reason for Hearing:** Request is for Annexation of 19.55 acres located at 3012 S Chapel Rd
- 3. Requested by:** Jake Vaughn / Vaughn Company, Inc **Request type:** Preliminary Plat
Project Location: 3012 S Chapel Rd **Reason for Hearing:** Preliminary Plat for Proposed Single Family Subdivision

Continued on Page 2

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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CITY OF CARTHAGE

Planning, Zoning, and Historic
Preservation Commission

AGENDA

Date of Meeting: 5/4/2020

Place: ****Meeting By Video
Conference****

Time: 5:30 pm



4. Requested by: Carthage Chamber of Commerce - Mark Elliff

Request type: Special Use Permit

Project Location: Fair Acres Parking Lot (West lot next to
YMCA)

Reason for Hearing: Request for the operation of a Carnival in
conjunction with Annual Maple Leaf Festival

5. Requested by: Caleb & Stacey Stiles

Request type: Certificate of Appropriateness

Project Location: 1101 Grand

Reason for Hearing: Request for the construction of a 24' X 28'
room addition

6. Requested by: Jeffery Hodkin

Request type: Certificate of Appropriateness

Project Location: 800 S Garrison

Reason for Hearing: Exterior improvements also to include an
18' X 15' addition.

7. Requested by:

Request type:

Project Location:

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

INTER

OFFICE

MEMO

To: Mayor, City Council & Department Heads
From: Tom Short
Subject: Fiscal 2021 Budget
Date: April 23, 2020

I'm sure you have been keeping track of the local newspaper articles about the economic impact of the coronavirus. And, although we've been talking about it for at least a couple of weeks, just wanted to give the Council and Department Heads a further "heads-up" regarding COVID-19 and its economic impact.

Here are excerpts from an article in the Baltimore Sun related to the economic impact of the Coronavirus. The article accurately sums up (and echoes some of the local stories) the budget picture the City will be facing in the months ahead. Also included is a spreadsheet with a number of broad preliminary assumptions and projections about the budget for fiscal 2021. The long and short of it is that even though the City has/had an appropriate fund balance, it will not be sufficient to carry the City forward under any of the scenarios. Other structural changes in the Budget will have to occur. Changes to the budget process that were sent out to Agencies and Department Heads by the Mayor regarding the budget will be reviewed and updated (shortly) in order to help better position the City.

These will be the subject of the Budget Committee meetings in future months as it works to recommend a budget for fiscal 2021. The old adage, "plan for the worst, hope for the best" looks like a good strategy.

Also included is previous correspondence sent to the Budget Committee.

THE BALTIMORE SUN | APRIL 14, 2020 | ANALYSIS

Government Budgets Will Suffer Due to Coronavirus Shutdowns

Many state, local governments must adjust their budgets as the coronavirus pandemic has choked off much of their revenue streams. Budgets in larger communities will likely rebound faster, but smaller ones will feel the impact for months to come.

Call it the third wave of a crisis that began with an ongoing health emergency and spurred an economic downturn that may prove to be the worst since the Great Depression. Right now, out-of-balance government budgets may seem a minor concern for most...compared to the first two matters (one's health and family's well-being followed by potential loss of employment understandably ranking higher), but it is likely to loom increasingly large with the impact on life... continuing for many months to come. And it is just as certain to test the mettle of elected officials unaccustomed to such budgetary hardship. Lesser past recessions certainly have.

Here's the problem in a nutshell: Government at every level relies on revenue estimates when planning budgets... The abruptness and jaw-dropping scale of the current downturn could surely never have been anticipated even weeks ago.

Governments have installed some protections such as surpluses and rainy day funds (a balance that is tapped only in the event of an unanticipated emergency) but none is anywhere near enough to cover what's eventually coming their way... So they have two options but really only one. Officials can cut spending or they can increase taxes. And given how any elected leader who dares pursue a tax hike right now would mean his or her own unemployment courtesy of the ballot box, it's really just about cutting spending. At first, there will be fat to trim, efficiencies found, public relations campaigns that can be deferred, contracts that can be delayed. Then there are the tougher choices like hiring and pay freezes. And then, as things get bad, the dreaded "f" word — furloughs or unpaid holidays or even salary reductions for government workers.

No one is talking in those terms. Not yet anyway. Washington has tried to help out with its economic stimulus bills...with much of it going toward disaster relief and other specific purposes. Here's the final rub: If and when the pandemic subsides, the resulting economic downturn and its effects on local government spending will be felt much, much longer. And there's simply no getting around that no matter who voters choose to represent them... That's the cold reality of what appears to be coming in the year (or more) ahead.

TS

Tom Short, City Administrator

Copies:

Zeb Carney, Public Works Director

Traci Cox, City Clerk

Greg Dagnan, Police Chief

Kevin Kinsey, IT

Mark Peterson, Parks & Rec. Director

Roger Williams, Fire Chief

Nate Daly, City Attorney

CITY OF CARTHAGE, MISSOURI

PRINT DATE: 23-Apr-20 4:13:58 PM

BUDGET SUMMARY
FISCAL 2021

Fund	Budgeted Beginning Fund Balance	2020/2021 Budgeted Revenues	Reserved Balance*	Budgeted Funds Available	2019/2020 Budgeted Appropriation	Budgeted Ending Fund Balance	Revenues less Expenditures
General FY 20 Adopted	6,030,279	8,678,166	3,087,943	11,620,502	9,744,543	1,875,959	(1,066,377)
General FY 20 Adjusted Pre-Recession	6,030,279	9,416,489	3,137,529	12,309,239	9,892,215	2,417,024	(475,726)
General FY 20 Est Adj/Pre Rec; exp at 97%	6,030,279	9,416,489	3,137,529	12,309,239	9,595,449	2,713,790	(178,960)
PRE-BUDGET PROJECTIONS							
General FY 20 Most Likely EOY (C) revs	6,030,279	8,532,883	3,087,943	11,475,219	9,595,449	1,879,771	(1,062,565)
General FY 21 (08/09 Rev Recession Pattern	4,967,714	7,560,432	3,000,000	9,528,146	9,744,543	(216,397)	(2,184,111)
A (-11.4%)	4,967,714	7,560,135	3,000,000	9,527,849	9,744,543	(216,694)	(2,184,408)
B (-15%)	4,967,714	7,252,951	3,000,000	9,220,665	9,744,543	(523,878)	(2,491,592)
C (-20%)	4,967,714	6,826,307	3,000,000	8,794,021	9,744,543	(950,522)	(2,918,236)
General FY 22 (08/09 Rev Recession Pattern	2,783,603	7,757,731	3,000,000	7,541,334	9,744,543	(2,203,209)	(1,986,812)
A (-11.4%)	2,783,306	6,698,543	3,000,000	6,481,848	9,744,543	(3,262,695)	(3,046,000)
B (-15%)	2,476,122	6,426,367	3,000,000	5,902,489	9,744,543	(3,842,054)	(3,318,176)
C (-20%)	2,049,478	6,048,346	3,000,000	5,097,823	9,744,543	(4,646,720)	(3,696,197)
General FY 23 (08/09 Rev Recession Pattern	796,791	8,038,733	3,000,000	5,835,524	9,744,543	(3,909,019)	(1,705,810)
A (-11.4%)	(262,695)	6,873,350	3,000,000	3,610,655	9,744,543	(6,133,888)	(2,871,193)
B (-15%)	(842,054)	6,594,072	3,000,000	2,752,017	9,744,543	(6,992,526)	(3,150,471)
C (-20%)	(1,646,720)	6,206,185	3,000,000	1,559,465	9,744,543	(8,185,078)	(3,538,358)
General FY 24 (08/09 Rev Recession Pattern	(909,019)	8,350,932	3,000,000	4,441,914	9,744,543	(5,302,629)	(1,393,611)
A (-11.4%)	(3,133,888)	7,122,318	3,000,000	988,430	9,744,543	(8,756,113)	(2,622,225)
B (-15%)	(3,992,526)	6,832,923	3,000,000	(159,602)	9,744,543	(9,904,145)	(2,911,620)
C (-20%)	(5,185,078)	6,430,987	3,000,000	(1,754,091)	9,744,543	(11,498,634)	(3,313,556)
General FY 25 (08/09 Rev Recession Pattern	(2,302,629)	8,026,397	3,000,000	2,723,768	9,744,543	(7,020,775)	(1,718,146)
A (-11.4%)	(5,756,113)	7,398,926	3,000,000	(1,357,187)	9,744,543	(11,101,730)	(2,345,617)
B (-15%)	(6,904,145)	7,098,292	3,000,000	(2,805,853)	9,744,543	(12,550,396)	(2,646,251)
C (-20%)	(8,498,634)	6,680,746	3,000,000	(4,817,888)	9,744,543	(14,562,431)	(3,063,797)
General FY 26 (08/09 Rev Recession Pattern	(4,020,775)	8,231,525	3,000,000	1,210,750	9,744,543	(8,533,793)	(1,513,018)
A (-11.4%)	(8,101,730)	7,111,388	3,000,000	(3,990,342)	9,744,543	(13,734,885)	(2,633,155)
B (-15%)	(9,550,396)	6,822,437	3,000,000	(5,727,958)	9,744,543	(15,472,501)	(2,922,106)
C (-20%)	(11,562,431)	6,421,118	3,000,000	(8,141,314)	9,744,543	(17,885,857)	(3,323,425)

Tom Short

From: Tom Short
Sent: Friday, April 17, 2020 5:22 PM
To: Alan Snow (asnowman1964@gmail.com); darren.collier@edwardjones.com; Juan Topete (ciscotopete@yahoo.com); Raymond West (ksray85@hotmail.com); Mayor Dan Rife (mayor.rife@carthagemo.gov); mustangdan1963@yahoo.com
Subject: Pandemic
Attachments: ICMARecessionWebinar 2.pdf

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Here is a sample of some of the articles, etc., about the impact:

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Here's the problem in a nutshell: Government at every level relies on revenue estimates when planning budgets. More than a year in advance, council, commissioners and county executives anticipate how much the economy will grow, how much the usual taxes (income, sales and property among the larger sources) will rake in and then authorize spending on such broadly popular purposes as paying teacher salaries as well as those of police and firefighters, upgrading transportation (from building roads to filling pot holes) and addressing a host of other small, yet important responsibilities from reviewing development plans to maintaining public parks. The abruptness and jaw-dropping scale of the current downturn could surely never have been anticipated even weeks ago.

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In Bridgeton, they're already imposing a hiring freeze and suspending the travel budget. As the nation hunkers down to slow the spread of the new coronavirus, no one's going anywhere anyway.

"We're delaying a purchase even tonight — we had it on the agenda — of a mower for our parks department," Bridgeton Mayor Terry Briggs said Wednesday. "It's like a \$50,000 expense."

In Des Peres, the closure of the West County Center mall will cost the city maybe \$500,000 a month in lost revenue, City Manager Douglas Harms estimates.

Missouri sees 'unprecedented' hit on budget from COVID-19

by Rudi Keller

Posted Apr 1, 2020 at 2:36 PM

The economic collapse accompanying the COVID-19 pandemic will hit Missouri colleges and universities hard as the state imposes budget cuts to deal with a revenue shortfall worse than the Great Recession, Gov. Mike Parson said Wednesday.

Parson's announcement that he is cutting \$171 million in general revenue spending came on the second consecutive day when the number of newly discovered coronavirus infections in Missouri increased by more than 200.

I have attached several slides from the ICMA Webinar for your information. Now that we have had a little more time, we have been able to do some analysis of possible financial impacts of the pandemic. I just wanted to let the Committee know that this is in the process and will have a considerable impact on the City's operations in the current budget year, next budget year and probably future budgets.

Tom

The COVID-19 Recession: Much of the Economy Immediately Shut Down

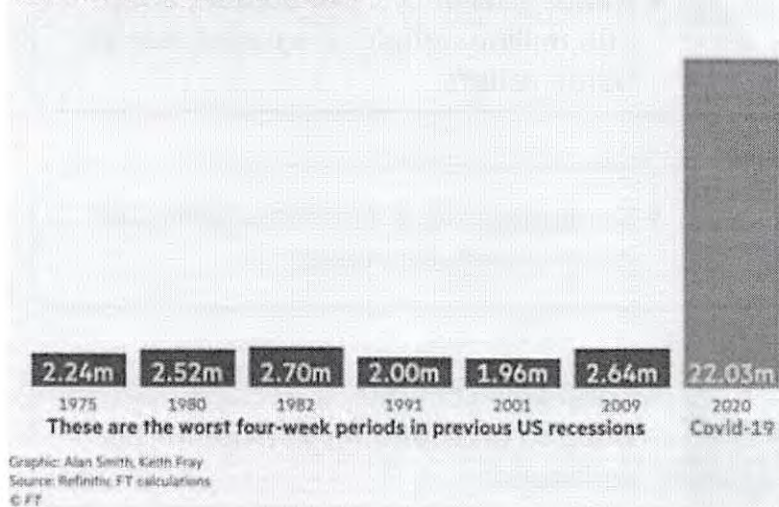


- About 95% of U.S. population, about 306 million people, are under stay-at-home orders
- Consequently, economic activity has been greatly decreased
- Local governments, especially cities, depend on economic activity for tax revenues

The COVID-19 Recession: Unemployment Spike, Retail Collapse

Covid-19 impact is unprecedented

US initial jobless claims over four week period



Nearly 22 million new unemployment claims were filed in the past month, while retail sales plunged a record-breaking 8.7 percent.

The COVID-19 Recession: Swift, Severe Impact



During the Great Recession, 8.7 million jobs were shed over two years; half the job loss in 2020 so far.



The International Monetary Fund predicts the current downturn will be the worst since the Great Depression in the 1930s.

The COVID-19 Recession: Local Governments Hit Hard

Nearly 9 in 10 city leaders say they expect major budget shortfalls according to a survey of 2,400 local leaders by National League of Cities and U.S. Conference of Mayors

CARES Act is putting \$2 trillion into economy, direct aid to cities under 500,000 is still unclear, but it appears to be about \$170 per capita (California numbers)

Local governments must submit certifications by April 17

<https://forms.treasury.gov/caresact/stateandlocal>

The COVID-19 Recession: Local Governments Hit Hard

**PUBLIC SERVICES WILL BE IMPACTED
BY THE ECONOMIC STRAIN OF COVID-19.**



of municipalities <50,000
are anticipating having to cut
public services.



of municipalities 200k-499,999
are anticipating having to cut
public services.



of municipalities 50k-199,999
are anticipating having to cut
public services.



of municipalities 500,000+
are anticipating having to cut
public services.

**MORE THAN HALF OF ALL CITIES OF ALL ALL SIZES
REPORTED THAT POLICE WILL BE AFFECTED.**

Source: National League of Cities survey



The COVID-19 Recession: Local Governments Hit Hard

CORONAVIRUS WILL HAVE A STAGGERING
IMPACT ON ALL MUNICIPAL EMPLOYMENT.

THERE WILL BE FURLOUGHS



- 26%** OF MUNICIPALITIES <50,000
will have to furlough their employees
- 55%** OF MUNICIPALITIES 50K-199,999
will have to furlough their employees
- 54%** OF MUNICIPALITIES 200K-499,999
will have to furlough their employees
- 59%** OF MUNICIPALITIES 500,000+
will have to furlough their employees

AND THERE WILL BE LAYOFFS

- 26%** OF MUNICIPALITIES <50,000
will have to lay off their employees
- 36%** OF MUNICIPALITIES 50K-199,999
will have to lay off their employees
- 39%** OF MUNICIPALITIES 200K-499,999
will have to lay off their employees
- 47%** OF MUNICIPALITIES 500,000+
will have to lay off their employees



Source: National League of Cities survey

Step 1: Understand the next 6 to 18 months

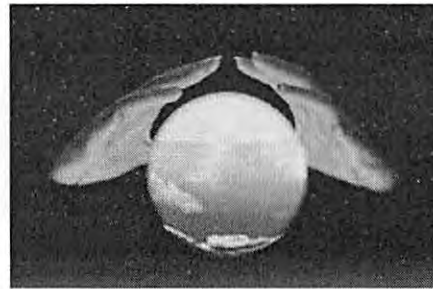
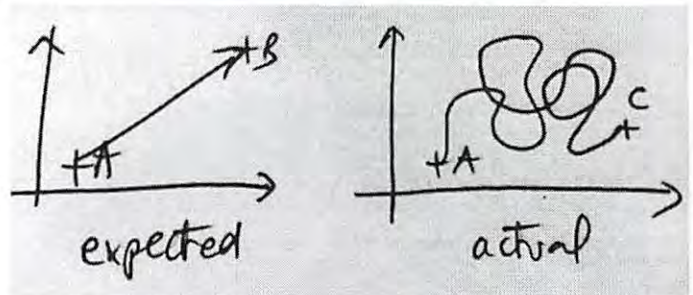
Timing of the impact will depend on each jurisdiction's major revenue sources and elasticity of sources

Each city is unique – some will see major problems as early as this fall

- ☐ Forecast how revenues will be affected by the pandemic-induced economic downturn.
- ☐ Develop a range of scenarios tied to assumptions about the downturn's severity.
- ☐ Determine how soon General Fund resources might be depleted.

There is No Single “Right” Answer

- Local economy and revenue sources vary among agencies
- Many moving parts, and outcomes you don't control
- Uncertainty is unavoidable, you inevitably will be wrong
- But difficult policy decisions need the best information available to support them
- Develop a forecast using reasonable estimates, and create a plan capable of responding to a range of potential outcomes



Step 2: Reduce Spending

- Reduce capital asset investments
- Defer some purchases
- Improve capital project management
- Reexamine maintenance and replacement standards
- Refinance debt

Step 2: Reduce Materials or Contractor Costs

- Close facilities where social distancing isn't possible
- Eliminate lower-value or no-use programs
- Review contractor costs and renegotiate if possible
- Rethink subsidies, as painful as this might be

Conclusion



Our financial world is uncertain, and the 2020-21 budget picture is unclear.



Cities are starting now to plan ahead for a possible 6- to 18-month recession unlike any other.



The four steps of the COVID-19 Recession Response form the foundation of a local government's plan to address the crisis.



Communication with the community and governing body is key to finding solutions.

Tom Short

From: Tom Short
Sent: Monday, April 20, 2020 5:34 PM
To: Alan Snow (asnowman1964@gmail.com); darren.collier@edwardjones.com; Juan Topete (ciscotopete@yahoo.com); Raymond West (ksray85@hotmail.com); Mayor Dan Rife (mayor.rife@carthagemo.gov); mustangdan1963@yahoo.com
Subject: RE: Pandemic
Attachments: General Fund Combined.pdf

Just another FYI, attached is a graph on the General Fund Revenues (from the City's Audit Report) showing revenues from 2008 to 2019. The 2008/2009 timeframe is basically when the Recession hit. The yellow highlighted area shows that it generally took until about 2015 to get back to revenue levels experienced in 2008 (pre-recession). According to who you listen to, the recovery will take multiple years.

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To: Alan Snow (asnowman1964@gmail.com) <asnowman1964@gmail.com>; darren.collier@edwardjones.com; Juan Topete (ciscotopete@yahoo.com) <ciscotopete@yahoo.com>; Raymond West (ksray85@hotmail.com) <ksray85@hotmail.com>; Mayor Dan Rife (mayor.rife@carthagemo.gov) <mayor.rife@carthagemo.gov>; mustangdan1963@yahoo.com
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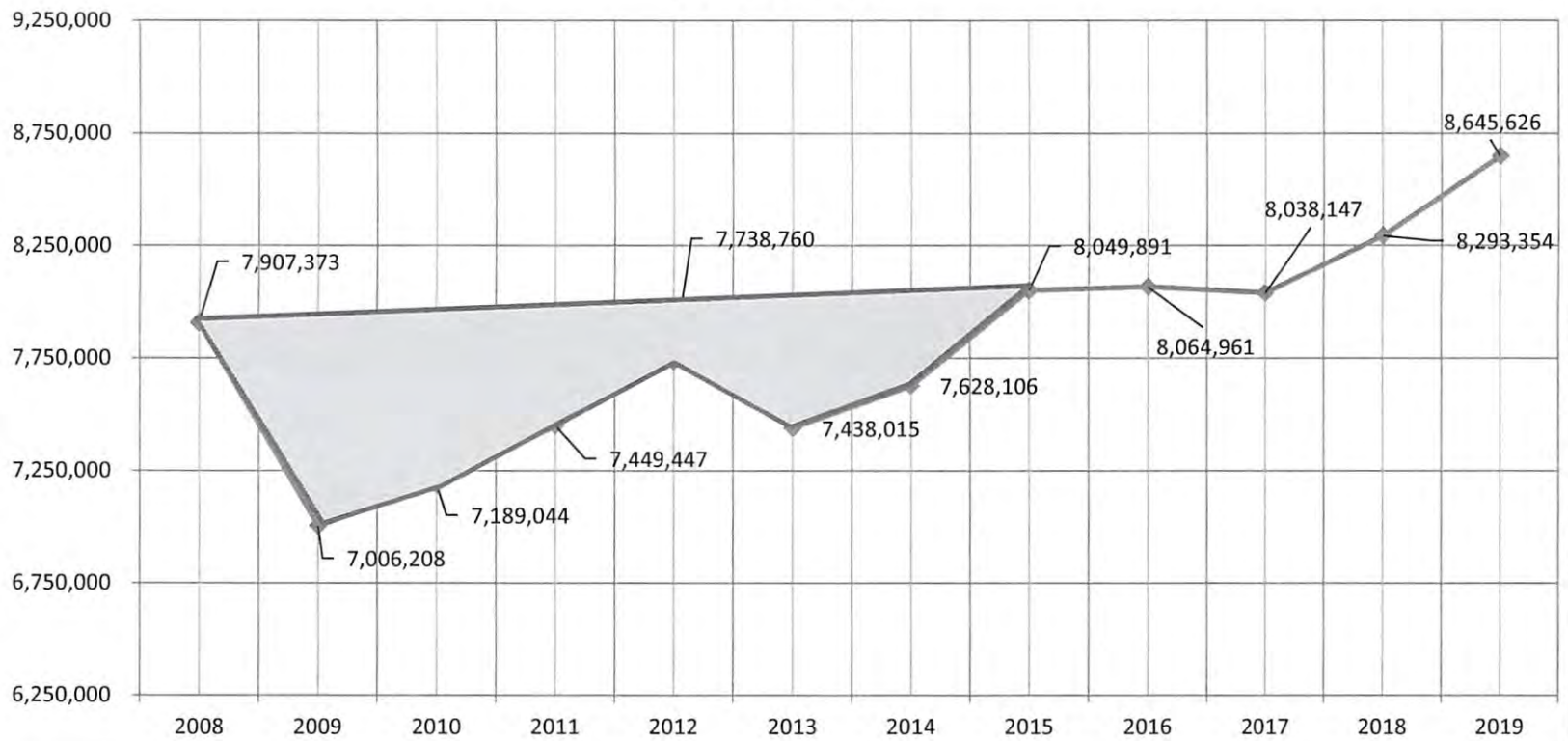
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Tom

Total GF Rev



Failure to Pass e-Commerce Use Tax Could Bankrupt Local Governments in Wake of COVID-19 Pandemic

JEFFERSON CITY, Mo. —As Missouri moves to reopen the state's economy while still respecting social distancing measures related to the COVID-19 pandemic, city and county government leaders warn of dire financial problems due to Missouri's lack of an e-commerce use tax.

"The failure of the Missouri legislature to pass an e-commerce use tax has the potential to bankrupt local governments across the state because of the COVID-19 shutdown," said Callaway County Presiding Commissioner Gary Jungermann. "The large online retailers that don't collect and remit use taxes on the vast majority of their sales now represent the lion's share of economic activity in the state and are starving municipalities and counties of crucial revenue."

In response to a decision from the United States Supreme Court in the case of *South Dakota vs. Wayfair*, 43 of 45 states with statewide sales/use taxes have updated their laws to allow the collection of online sales/use taxes by anyone that has an economic nexus in the state. Missouri and Florida are the only two states that still rely on the older physical presence standard.

By failing to update its use tax laws, approximately 90 percent of the items sold on websites like Walmart and Etsy are tax free, because they are sold and shipped by a third party that does not have a physical presence in Missouri. With nearly all local retail outlets shut down during stay-at-home orders, and no requirement on e-commerce retailers to remit use taxes from the massive shift to online shopping, local governments are left grappling to provide even the most critical services citizens depend upon.

"Now more than ever, we need the Missouri General Assembly to close the online use tax loophole and level the playing field for our shopkeepers who are struggling right now," said Columbia Mayor, Brian Treece. "The current pandemic has altered consumer spending while dramatically increasing the demands of local government."

The Missouri Association of Counties and the Missouri Municipal League have made updating the states' outdated use tax policy a priority for this legislative session. However, with the temporary suspension of the General Assembly due to the COVID-19 pandemic and uncertainty surrounding what lawmakers will take up when they return to the Statehouse on April 27, it is unclear if or when relief might be enacted.

###

Tom Short

From: Mark J. Elliff <melliff@carthagechamber.com>
Sent: Friday, April 24, 2020 11:47 AM
To: becky@andrewsfs.com; Beth Simmons (beth.simmons@mbhfoundation.com); Bob Goar; Gregg Wolf; Jeanette Clem (jdclem@smbonline.com); John Lenahan; Jon Haffner (jhaffner@me.com); Kimberly Fullerton; Manuel Maturino; Paul Eckels; Reed Hoagland; Roy Mason (rmason@racebros.com); Scott Watson (robert.watson@mercy.net); showard@cwep.com; Tom Flanigan Commissioner; Tom Short
Cc: Neely Myers; Colette St. Peter
Subject: Schreiber Update

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

I wanted to let the Board know that I got off a conference call with Schreiber and due to the COVID-19 issues and the uncertainty of how long the economy is going to take to rebound, Schreiber has made the decision to put the Carthage project on hold. It is not canceled just on hold. Also, I received an email from a local business that because of health reasons and the COVID-19 pandemic they are unable to renew their membership and aren't certain they will be able to keep their business open. We are just beginning to see the effects of the shutdown.

Mark

Mark J. Elliff
President & CEO
Economic Development

Carthage Chamber of Commerce
402 S. Garrison Ave.
Carthage, Missouri 64836
(417) 358-2373
www.carthagechamber.com





April 4, 2020

Dan Rife, Mayor
326 Grant Street
Carthage, MO 64836

This letter is notice that Leggett & Platt, Branch One ("Company") is placing employees who work at Branch One, 229 N. McGregor, Carthage, MO 64836 on temporary, unpaid layoffs.

There are 422 employees currently affected at this employment site. These layoffs commenced on April 3, 2020. These layoffs will continue indefinitely, but are intended to be temporary and last less than six months.

Whether or not this action triggers the requirements of the Worker Adjustment and Retraining Notification Act, we thought it appropriate to give you this notice. We are taking these employment actions because of COVID-19-related business circumstances that were not reasonably foreseeable. We would like to have given more notice of this action, but were unable to do so because of how quickly our operations were affected by the COVID-19 pandemic, the World Health Organization's pandemic declaration on March 11th, the President's declaration of a national emergency on March 13th, and other related governmental announcements and actions.

As permitted by 20 C.F.R. § 639.7(f), the following additional information is available to you upon request (it is maintained on site and is readily accessible): The anticipated schedule for making separations (if a schedule applies); the job titles of positions to be affected, and the number of affected employees in each job classification; an indication as to whether or not bumping rights exist; the name of each union representing affected employees, if any; and the name and address of the chief elected officer of each union, if any.

Should you wish further information, please contact me at the following phone number: 417-313-6506

Sincerely,

Debbi Thomas



COVID-19 WARN NOTICE OF TEMPORARY LAYOFFS
NOTICE TO STATE DISLOCATED UNIT AND CHIEF ELECTED OFFICIAL

April 17, 2020

Lisa Marshall
Missouri Department of Higher Education & Workforce Development
P.O. Box 1087
Jefferson City, MO 65102

Dean Rife
Carthage City Mayor
326 Grant Street
Carthage, MO 64836

John Bartosh
Jasper County Commissioner
302 South Main Street, Room 101
Carthage, MO. 64836

Dear Mrs. Marshall, Mr. Rife, and Mr. Bartosh:

This letter is notice that Leggett & Platt is placing employees who work at 1460 Jackson Drive, Carthage, MO. on temporary, unpaid layoffs.

There are 215 employees currently affected at this employment site. These layoffs commenced on March 23, 2020. These layoffs will continue indefinitely, but are intended to be temporary and last less than six months.

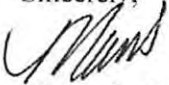
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bumping rights exist; the name of each union representing affected employees, if any; and the name and address of the chief elected officer of each union, if any.

Should you wish further information, please contact me at the following phone number: (417)313-6873.

Sincerely,



Maria G. Salas
HR Business Partner

L&P Automotive Carthage
1460 Jackson Drive, Carthage, MO 64836
Office: +1 417-313-6873
maria.salas@leggett.com

Park & Recreation Director Report for 4.21.20 PSC Meeting

Thank you again for patience with technology troubles. The following is what I had planned on reporting. I have also noted some thoughts on the discussion I heard during Tom's report as well.

Fireworks Contract – I contacted Riverside Fireworks to discuss the potential for COVID-19 delays and or cancelling the Fireworks for the 4th of July. They said no issue as long as we are timely with the decision. If it is within a few days of the event we would still need to pay for staffing they already had in place. We should provide a 2-3 week notice if we will postpone or cancel. If cancelled they would keep the product on hand for the following year. The terms of our contract require us to pay 50% of the contract after approved. We have delayed second reading to one of the next council meetings. I would suggest we do that during the 4/28 meeting and at the latest the 5/12 meeting. Nate needs to update the contract. We are still waiting on that. We have \$6544 left in the line item for Fireworks. Under the approved \$14,950 show we would need to appropriate the additional \$931 for payment in this fiscal year. We would then need to budget \$14950 at a minimum for the 20/21 fiscal year to make the final payment and the 50% payment in what would most likely be May of next year. That is if the show is good at the higher level approved.

Griggs Park –

Community Gardens –

- Chanti Beckham is building the beds at her house. She will be bringing those out once complete.
- The fence has been installed by the contractor she arranges.
- Our staff completed the water line to the gardens.
- Chanti is looking for a mid-may start to the gardens.
- I have advised her on potential COVID-19 delays.

Pickleball Courts –

- We are close to starting the demo of the tennis courts.
- We have received product to start the concrete work with the contractor for that. We have the posts, nets, marking paint etc.

Kellogg Lake –

- Construction of the shelter on the north end has begun.
- Gates were very helpful during some recent flooding.
- Highly active during the current environment

Municipal Park –

- Concrete work has been done for the shelter on the north side of Rock Stadium. Our staff will complete assembly of the shelter as soon as we can have our pods working back together.

Fair Acres –

- Moving the steel outdoor fitness equipment to a new location between the boys and girls softball fields. This will still be accessible to the walking trail. The new location was needed due to poor drainage affecting usage.
- The old wood equipment will be taken out when this is complete.

Carter Park –

- Looking for a window to demo the old restrooms. We need full staff available for this project.
- Looking at grant opportunities to replace worn soccer goals. I expect some master plan recommendations to the park that would provide better soccer opportunities and additional recreation features. We may wait for that report and then submit the grant applications for those needs. I don't want to compromise what is most needed from that plan for Carter Park.

Freer Park –

- We had a request from a citizen with a home that borders Freer. He has asked us to address low spots that hold water and will create a mosquito habitat. These low spots were created from work the contractor for storm water work provided at Freer. That contract is complete. We will find a solution and fix the issue.

All Parks –

- We have started a weed control routine to help our parks aesthetics. We are implementing additional practices in spray applications and trim procedure hoping to have a better overall look to the parks.

Master Plan –

- I am fine with the delay and second reading coming on 6/23. I know everybody is on board with the project. I have discussed the delay with Mr. Horton and his team. They may still be close to the timeline established that coincided with deliverables to be available for capital planning for the 21-22 fiscal budget.

Golf Course –

- Everybody is aware of the closure we had beginning on 4/12. It needed to happen based on the circumstances related to staff and players due to a potential COVID-19 case. I believe we took the correct actions not just to close but also to evaluate and reopen timely.
- We did not have a March PSC meeting. February revenues were up 18%. March revenues were up 28%. This closed the revenue gap a little bit from down 14% on the year to down 9% on the year. April started out great and then brakes slammed on us. COVID-19 will have many potential impacts for golf. All of our events are off through May. We may have significant drops to memberships as people have discretionary dollars reduced through employment challenges. Our events may see significant drops due to concerns and or restriction placed on group sizes. We are looking at options to have events in a socially

distant environment. Those restriction will take some of the event “fun” away and compromise attendance. Many new ideas will be coming forward from our industry on activities. I will monitor and implement as we move through this time. Our events create significantly more revenue that what a normal open play day could create. This will impact our budget.

I was able to hear much of the golf discussion from the meeting. I would have brought up the following related to our golf course.

Golf has been subsidized on average about \$85,000 per year over the last several years. We are least subsidized municipal golf course in our section of the PGA (all of western Missouri from 65 west and all of Kansas from just north of Wichita to the Nebraska border). We are the least subsidized that operates their own 18 hole golf course. Several courses have contracted out the entire operation. They only did that when their subsidy became much greater than our current subsidy. I am not saying this for any reason other than to state the fact of our operation in relationship to our region. I am the first to bring concerns related to trends and assessments within the golf industry. Most of these do not look great for golf. We will have difficult decisions down the road. Many of them. COVID-19 is not going to help at least short term.

I want to point out what this \$85,000 subsidy supports. This supports 5.5 full time jobs in our department. This supports 15 seasonal workers in our department. This supports events that create charitable contribution typically exceeding \$150,000 per year of which the vast majority stays in our community. This supports a local golf economy that does not let food/beverage/gas spending go other communities but brings in people to support our community. I wish I could quantify that but it is real. If the golf course were to go away and or be operated in a state that doesn’t achieve current results it would be a significant loss. We are trying to create a parks system that is a benefit to bringing workers to Carthage. One that is trying to provide benefits that will make people want to live in Carthage. There are not many communities the size of Carthage with a golf course amenity like we have. It is a differentiator for us in a significant way.

I hear the terms “elite” and “privileged” thrown around a lot to describe golf. I am not naive. I have been around those facilities far more than I want to in my golf industry circles of education, committee work and growth. That is not Carthage. We cater to all and have all at Carthage Golf Course. Our players are the executive at L&P to the laborer at Schreiber’s. The R9 custodian to the street department maintenance I worker. Golf may not hit every racial demographic in Carthage but I can guarantee you we hit every economic demographic in Carthage. It is pretty easy to lump golf into one category based on national stories. We have it all here in Carthage because we have placed our facility in the right position for our demand, use and activity through the right fee structure and activities. I wish we hit all racial demographics better. Our entire industry does. It has gotten better over the years. Golf has problems. It is expensive when all costs are factored in. It is difficult to play in the traditional form. It takes a lot of time out of a day to play 18 holes. I would be happy to elaborate more.

There has had to be a lot of “political” maneuvering over the years to help the golf course. It is not because we want the “influential to play”. It is because we want golf to be a key amenity for the city of Carthage and it is.

One of the challenges with golf for municipalities is that at one time we were self-sufficient. At one time we didn't need much help. Generational changes, economic changes have led to the current golf environment. The same cycle that happens with all of park facilities. The same reason why we are doing a master plan. We want to create offerings that our citizens want. We want offerings that benefit citizens, benefit business, make people want to choose Carthage, make people want to stay in Carthage. Generations have different needs. We are in a significant time period related to these changes. Technology has evolved so quickly over the last 30 years. It has affected recreational use and what is in demand. Rant over! I am happy to talk about this at any time.

COVID-19 –

- Our pod system of work groups has been successful. Had the scare we had returned a positive test we would have successfully reduced staff exposure. Practices at the course would have reduced player exposure as well.
- We hope to return to normal staff working procedures soon. Not necessarily for the golf course due to the public. More for our park staff. We have jobs that have been put on hold because we need most of the crew to work on key projects at one time. As we move forward we will evaluate and look for an opportunity to do this.

Summary of March 2020 Financial Report
Carthage Chamber of Commerce

The Carthage Chamber of Commerce finished the month of February with a net loss of -\$16,218.84 compared to a budgeted amount of -\$12,368.31. Year to date net income was \$61,550.03 compared to a budgeted amount of \$34,227.20. Some of the highlights for March are as follows:

1. Income was \$12,915.09 compared to budget of \$14,466.75. The following were the major reasons for the decrease.
 - (a) Total Membership Dues were \$2,360 less than budgeted amount due to timing.
 - (b) Business Expo Booth Fees is \$645 more than budget due to timing.
2. Expenses were \$29,043.93 compared to budget of \$26,835.06. The following were the major reasons for the increase.
 - (a) Advertising was \$9,645 over budget due to timing.
 - (b) Room and set up fees were \$4,036 under budget due to timing.
 - (c) Total food and drinks were \$955 under budget.
 - (d) Several other categories were under budget making up the remainder.
3. The above also carried over to the Year to Date bottom line as well.

2:37 PM

04/16/20

Accrual Basis

Carthage Chamber of Commerce
Balance Sheet
As of March 31, 2020

	Mar 31, 20
ASSETS	
Current Assets	
Checking/Savings	
General Checking	3,374.94
Maple Leaf Equity	59,327.80
Money Market	171,435.71
Petty Cash	205.86
Total Checking/Savings	234,344.31
Accounts Receivable	
1200 · Accounts Receivable	83,779.82
Total Accounts Receivable	83,779.82
Other Current Assets	
Prepaid Insurance - Business	5,355.17
1499 · Undeposited Funds	1,701.91
Total Other Current Assets	7,057.08
Total Current Assets	325,181.21
Fixed Assets	
Accumulated Depreciation	-108,489.21
Building	292,890.82
Building Improvements	12,795.41
Land	28,000.00
Office Equipment	16,654.38
Total Fixed Assets	241,851.40
TOTAL ASSETS	567,032.61
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	-618.17
Total Accounts Payable	-618.17
Other Current Liabilities	
Accrued PTO	2,196.10
Due to Maple Leaf	33,500.00
2100 · Payroll Liabilities	6,813.79
Total Other Current Liabilities	42,509.89
Total Current Liabilities	41,891.72
Long Term Liabilities	
UMB Building Loan	67,317.40
Total Long Term Liabilities	67,317.40
Total Liabilities	109,209.12
Equity	
3900 · Retained Earnings	396,273.46
Net Income	61,550.03
Total Equity	457,823.49
TOTAL LIABILITIES & EQUITY	567,032.61

5:09 PM

04/15/20

Accrual Basis

Carthage Chamber of Commerce

Profit & Loss

March 2020

	Mar 20
Ordinary Income/Expense	
Income	
Economic Development contract	9,839.58
Interest incomes	65.55
Membership dues	
New member	830.00
Renewal	90.00
Total Membership dues	920.00
Miscellaneous Income	168.00
Registration fees	
Expo Booth Fee	645.00
Ticket Sales	334.96
Registration fees - Other	542.00
Total Registration fees	1,521.96
Tenant Agreement	400.00
Total Income	12,915.09
Gross Profit	12,915.09
Expense	
Advertising & publicity	
Signs	20.00
Advertising & publicity - Other	9,884.95
Total Advertising & publicity	9,904.95
Car allowance	200.00
Contract services	265.10
Depreciation Expense	667.01
Dues & subscriptions	200.00
Facility use fees	200.00
Insurance - health	1,102.70
Interest expense	270.16
Internet & website	254.99
Meals & entertainment	848.00
Mileage	92.57
Office supplies	
Office equipment	120.00
Total Office supplies	120.00
Printing	1,059.63
Repairs & maintenance	234.50
Salaries & wages	
Employer retirement contributio	997.40
Payroll taxes	818.00
Salaries & wages - Other	11,382.62
Total Salaries & wages	13,198.02
Utilities	426.30
Total Expense	29,043.93
Net Ordinary Income	-16,128.84

5:09 PM

04/15/20

Accrual Basis

Carthage Chamber of Commerce
Profit & Loss
March 2020

	Mar 20
Other Income/Expense	
Other Income	
Non-renewals	-90.00
Total Other Income	-90.00
Net Other Income	-90.00
Net Income	-16,218.84

5:10 PM

04/15/20

Accrual Basis

Carthage Chamber of Commerce
Profit & Loss Budget vs. Actual
 July 2019 through March 2020

	Jul '19 - Mar 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Directory	6,000.00	0.00	6,000.00	100.0%
Donations	0.00	0.00	0.00	0.0%
Economic Development contract	88,556.22	88,556.26	-0.04	100.0%
Interest incomes	652.48	599.99	52.49	108.7%
Maple Leaf income	63,530.90	54,874.42	8,656.48	115.8%
Membership dues				
New member	6,840.00	6,515.50	324.50	105.0%
Renewal	77,646.34	84,193.50	-6,547.16	92.2%
Total Membership dues	84,486.34	90,709.00	-6,222.66	93.1%
Miscellaneous Income	662.10	0.00	662.10	100.0%
Postage	0.00	25.00	-25.00	0.0%
Printing & copying	0.00	67.00	-67.00	0.0%
Registration fees				
Christmas open house	325.00	1,550.00	-1,225.00	21.0%
Expo Booth Fee	12,602.50	15,000.00	-2,397.50	84.0%
Mulligans	0.00	0.00	0.00	0.0%
Putting contest	0.00	0.00	0.00	0.0%
Quarterly Luncheon	336.00	500.00	-164.00	67.2%
Sidewalk Sale	0.00	0.00	0.00	0.0%
Team fee	0.00	0.00	0.00	0.0%
Ticket Sales	11,459.96	10,350.00	1,109.96	110.7%
Registration fees - Other	2,340.00	3,100.00	-760.00	75.5%
Total Registration fees	27,063.46	30,500.00	-3,436.54	88.7%
Sponsorships				
Annual Banquet Sponsorship	18,200.00	14,000.00	4,200.00	130.0%
Beverage	0.00	0.00	0.00	0.0%
Bowling Sponsor	0.00	0.00	0.00	0.0%
Business After Hours	1,150.00	1,175.00	-25.00	97.9%
Complimentary sponsorship	1,026.00	1,000.00	26.00	102.6%
Eggs & Issues	250.00	250.00	0.00	100.0%
Expo Sponsorship	3,450.00	7,000.00	-3,550.00	49.3%
Friday Coffee	0.00	600.00	-600.00	0.0%
Golf contest	0.00	0.00	0.00	0.0%
Golf Grand	0.00	0.00	0.00	0.0%
Golf hole	0.00	0.00	0.00	0.0%
Newsletter	592.50	0.00	592.50	100.0%
Quarterly Luncheon Sponsor	125.00	300.00	-175.00	41.7%
Sponsorships - Other	1,480.00	1,500.00	-20.00	98.7%
Total Sponsorships	26,273.50	25,825.00	448.50	101.7%

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04/15/20

Accrual Basis

**Carthage Chamber of Commerce
Profit & Loss Budget vs. Actual
July 2019 through March 2020**

	Jul '19 - Mar 20	Budget	\$ Over Budget	% of Budget
Tenant Agreement	3,600.00	3,600.00	0.00	100.0%
Total Income	300,825.00	294,756.67	6,068.33	102.1%
Gross Profit	300,825.00	294,756.67	6,068.33	102.1%
Expense				
Advertising & publicity				
Signs	651.00	250.00	401.00	260.4%
Advertising & publicity - Other	11,966.05	14,441.00	-2,474.95	82.9%
Total Advertising & publicity	12,617.05	14,691.00	-2,073.95	85.9%
Awards & prizes				
Flight prizes	0.00	0.00	0.00	0.0%
Awards & prizes - Other	1,033.54	2,127.53	-1,093.99	48.6%
Total Awards & prizes	1,033.54	2,127.53	-1,093.99	48.6%
Bank & credit card fees				
Equipment Fees	0.00	0.00	0.00	0.0%
Bank & credit card fees - Other	236.48	453.14	-216.66	52.2%
Total Bank & credit card fees	236.48	453.14	-216.66	52.2%
Car allowance	1,800.00	1,800.00	0.00	100.0%
Contract services	1,273.58	780.00	493.58	163.3%
Depreciation Expense	6,003.09	6,003.09	0.00	100.0%
Dues & subscriptions	3,459.06	3,624.51	-165.45	95.4%
Equipment lease	2,377.05	2,392.51	-15.46	99.4%
Facility use fees				
Greens/carts	0.00	0.00	0.00	0.0%
Room & setup fees	1,850.00	6,107.84	-4,257.84	30.3%
Facility use fees - Other	200.00	0.00	200.00	100.0%
Total Facility use fees	2,050.00	6,107.84	-4,057.84	33.6%
Food & drinks				
Appetizers/snacks	66.34	0.00	66.34	100.0%
Beverages	0.00	70.00	-70.00	0.0%
Breakfasts	0.00	80.00	-80.00	0.0%
Dinners	11,760.00	12,865.00	-1,105.00	91.4%
Lunches	55.90	138.41	-82.51	40.4%
Teacher luncheon	600.00	500.00	100.00	120.0%
Food & drinks - Other	101.64	961.42	-859.78	10.6%
Total Food & drinks	12,583.88	14,614.83	-2,030.95	86.1%

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04/15/20

Accrual Basis

Carthage Chamber of Commerce
Profit & Loss Budget vs. Actual
 July 2019 through March 2020

	Jul '19 - Mar 20	Budget	\$ Over Budget	% of Budget
Insurance - business	-1,428.50	0.00	-1,428.50	100.0%
Insurance - health	6,532.95	12,452.99	-5,920.04	52.5%
Interest expense	3,072.33	2,917.49	154.84	105.3%
Internet & website	3,698.62	1,650.01	2,048.61	224.2%
Maple Leaf expense	37,167.37	40,000.00	-2,832.63	92.9%
Meals & entertainment	2,789.89	4,052.51	-1,262.62	68.8%
Mileage	893.66	774.00	119.66	115.5%
Miscellaneous expense	64.32	750.01	-685.69	8.6%
Office supplies				
Office equipment	1,282.53	2,662.77	-1,380.24	48.2%
Office supplies - Other	1,478.58	1,250.01	228.57	118.3%
Total Office supplies	2,761.11	3,912.78	-1,151.67	70.6%
Postage & delivery	1,819.19	1,230.00	589.19	147.9%
Printing	3,021.35	5,051.91	-2,030.56	59.8%
Professional fees	7,125.00	8,000.00	-875.00	89.1%
Repairs & maintenance	9,304.83	3,600.00	5,704.83	258.5%
Salaries & wages				
Employer retirement contributio	2,954.58	3,821.75	-867.17	77.3%
Payroll taxes	11,362.54	8,618.09	2,744.45	131.8%
Salaries & wages - Other	91,961.45	95,303.25	-3,341.80	96.5%
Total Salaries & wages	106,278.57	107,743.09	-1,464.52	98.6%
Scholarships	0.00	1,250.00	-1,250.00	0.0%
Seminars & conferences	2,787.35	1,745.00	1,042.35	159.7%
Taxes & licenses	411.01	199.50	211.51	206.0%
Travel				
Airfare	591.00	1,400.00	-809.00	42.2%
Lodging	1,398.12	1,355.72	42.40	103.1%
Travel - Other	0.00	100.00	-100.00	0.0%
Total Travel	1,989.12	2,855.72	-866.60	69.7%
Utilities	6,558.07	7,500.01	-941.94	87.4%
Write Offs	390.00	2,250.00	-1,860.00	17.3%
66900 - Reconciliation Discrepancies	20.00	0.00	20.00	100.0%
Total Expense	238,689.97	260,529.47	-21,839.50	91.6%
Net Ordinary Income	62,135.03	34,227.20	27,907.83	181.5%

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04/15/20

Accrual Basis

Carthage Chamber of Commerce
Profit & Loss Budget vs. Actual
July 2019 through March 2020

	Jul '19 - Mar 20	Budget	\$ Over Budget	% of Budget
Other Income/Expense				
Other Income				
Non-renewals	-585.00	0.00	-585.00	100.0%
Total Other Income	-585.00	0.00	-585.00	100.0%
Net Other Income	-585.00	0.00	-585.00	100.0%
Net Income	61,550.03	34,227.20	27,322.83	179.8%

Monthly Committee Reports

February 2020

Membership - With 4 new (Admiral Express, Andrews Farm and Seed, Evans Home Repair and Services, and Jasper Grain) and 4 dropped members (Aaron Bittick, Mike Daugherty, Elusive Body Arts, and Four State Office Products), we finished the month of March flat (448 members) from February 2020 (net gain \$560) and up 13 from the same month in 2019 (net gain \$3970). Most of the membership has been contacted to check in on where they are and what they need. Since needs are changing all the time, Neely will begin recalling/emailing the member list again 4/20.

Ambassadors – Ambassadors met virtually the 8th of April. Ambassadors will make phone calls to new members until in person calls are once again deemed safe by the City of Carthage.

Carthage Leading Ladies –April 22's self-care panel featuring Dr. Beth Barlet, Dr. Petra McGuire, Doug Osborn, and Deb Herbst has been postponed TBD. We still hope to host new Chamber member and author Jen Kirby to discuss her book and workplace culture June 17.

Maple Leaf – Vendor apps have been released and brochure sales are underway.

Marketing/Expo & Home Show – A "Carthage is Open" Facebook Group was started and as of 4/15 has 1340 followers. Both members and non-members can post on this page as it is most important to support the whole business climate in this time. Neely has started a "Teach Me Anything" video series to support some of our non-working service members. Virtual meetings have been set up for several committees and regularly meeting groups including Leads Groups and Non-profit Network to continue support of the membership. Plans have been discussed to begin some industry roundtables virtually. Plans have been discussed for a North to South "Grand Re-opening" for Carthage once we are on the other side of this. Everything else is on hold through the Covid pandemic but the committee will meet virtually April 21.

Carthage Economic Development Activity Report March 2020

**The operations of the City's economic development programs are to serve the Carthage area and the general public through promotion of economic development, job creation, capital investment, and business expansion. This report will include, but not be limited to, information concerning the program's overall economic development strategies, staff assignments, prospect visits, program activities and results. Written monthly reports regarding economic development service activities will be presented to the City Council at the first Council meeting of each month. Information on prospects and active economic development clients will be exchanged with the City Council in such a way as to protect and preserve any professional confidentiality between these clients and persons representing the Chamber.*

Members of the City Council:

March 2020 was the beginning of a time in history that we have never seen before. As the COVID-19 virus began to take hold in the United States and business as normal was changed completely, the Chamber of Commerce has been very busy in being the information resource to the local businesses and industries. The Chamber developed a Facebook page "Carthage Is Open" to promote locally businesses that are remaining open under the current State and City mandates. This information source has been invaluable to the businesses in getting the word out to the community as well as reminding the citizens of services available while maintaining the standards of safety.

One of the local restaurant owners reported that his Sunday sales were within 85% of his normal sales prior to the COVID-19 related mandates. For most of the retailers, hours have been reduced but they are still providing their services and doing so in a safe manner.

The Chamber also contacted many businesses in Carthage to get input from them on how the current situation is affecting them and concerns they have. The needs were varied but the main issues included anxiety about altered operations, the potential of having to let employees go or furlough, questions about what was essential and what wasn't, SBA loans, how to stay in front of customers from a marketing perspective, workplace cleanliness and safety, the Chambers position on the City Council decision, how long things would actually be shut down, unemployment solutions, and if Maple Leaf would be cancelled. Our main function is to support them, direct them to the services they need and remain positive that our local economy will become strong again.

On March 31st, Justin Brands closed both the Carthage and Cassville, MO operations which affected 171 employees in Carthage. Our largest employer, Leggett and Platt Branch One temporarily laid off 422 employees. This occurred on April 3, 2020. Butterball Foods is currently hiring for their local operation. Other industries in Carthage are still operating with safety precautions in place.

Route 66 Navigation, a business that blogs and promotes travel on Route 66, is launching a new campaign on social media called Keep Calm and Travel Route 66 (Later). Its goal is to motivate passengers not to cancel tours they have already booked, but instead to move them to a later date when the situation around the corona virus is clearer and has calmed. Since Carthage has many visitors traveling the historic route, this will hopefully help with tourism dollars later in the year as the economy begins the rebound.

Schreiber – During March there were several conference calls, emails and discussions pertaining to the Schreiber Distribution Center. Closing on the property is now planned for mid-May 2020. Schreiber has stated they will not close on the property until they know abatements have been approved as that is a major part of the lease/financing of this project. Since the property transaction has not taken place, the annexation cannot proceed and the Carthage EEZ Board can't approve and recommend to the City Council the abatements. The owners of the property will not allow annexation until the property sells. Therefore, the County will need to approve the abatements and then the City will adopt an ordinance. This dialog began with the Commissioners on February 25th to start this process and conversations were held between the County Attorney and the attorney with Gilmore Bell on the process. The main issue that was causing concern with the County was how to have a public hearing in light of the COVID-19 issue with the Stay at Home orders issued by the State and City. A conference call is scheduled for Tuesday April 7th with representatives from Schreiber, CRESA, County, City of Carthage and Gilmore Bell. The old timeline included the County conducting their Public Hearing on April 21, 2020 and an Ordinance presented to the City Council accepting the County's recommendation for first reading on April 28, 2020. A new timeline will be presented.

Other items-Received an inquiry from a company about any Tax Incentives, Tax Abatements or any Economic Development assistance regarding Wind & Solar projects in Jasper county, Missouri. They are in the process of several projects in Jasper, Dade and Barton counties and wanted to reach out to better understand the options for Missouri. We directed them to the Missouri Department of Economic Development on options they may have.

On March 10, 2020 the Chamber hosted the annual Student Government Day. The event began at the CWEP Community room with lunch provided by CWEP and comments made by Mayor Pro-tem Ceri Otero, Council members Darren Collier, Ray West, Alan Snow, Police Chief Greg Dagnan, Fire Chief Roger Williams, Assistant Fire Chief Ryan Huntley, Stephanie Howard and Megan Stump, CWEP. Tours were then conducted at the CWEP Electric and Water Plants. This event allows High School Student Council members to have inner action with City Department Heads and Council members.



Dear Cities,

We continue to monitor the COVID-19 situation to make sure we're doing the right thing for the communities we serve. This includes working closely with public health experts and other advisors as well as adhering to CDC and OSHA guidance and following state governmental declarations of emergency and stay-at-home orders.

We are working hard to make sure our customers receive the highest quality customer service and that there are minimal service disruptions during this time, however the surge in residential curbside recycling and waste collections has presented unique challenges and caused us to temporarily modify our curbside collection services.

Over the last 30 days, we realigned and reprioritized our collection routes. This reprioritization resulted in the temporary suspension of bulk waste to ensure that our teams could effectively handle that additional volume in waste.

We have been able to handle the significant volume increase, and today we announce that effective Monday April 27th, we are reinstating bulk waste collection services in your community.

Navigating the uncertainty of the past month required flexibility of our partners, as well as courage of our frontline workers to continue to run your essential services without impact from the pandemic. We are very proud to live and work in the municipalities we serve and feel a commitment to do our part to help where possible. For this reason, I am pleased to inform you that last week, Republic Services launched our "**committed to serve**" initiative to honor our frontline employees while also supporting our local small business customers to help keep our communities thriving.

The initiative includes weekly meals for our employees and their families, and bi-weekly gift cards to frontline employees for the next six to eight weeks. In the four-state area, we are encouraging our employees to use these gift cards, which are intended to take care of essential needs, at local, small businesses such as restaurants, pharmacies, grocery stores and retail outlets – keeping dollars in our communities.

We are proud to serve this community and hope this initiative helps provide support for local businesses. We are all in this together, especially during these unprecedented times.

You may read more about this initiative by visiting: <https://www.republicservices.com/community-news>

Sincerely,

Jennifer Fagan
Municipal Manager

"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.