

1. Agenda

Documents:

[CITY COUNCIL AGENDA 02 09 21.PDF](#)

2. Minutes

Documents:

[CITY COUNCIL MINUTES 02 09 21.PDF](#)

3. Meeting Materials

Documents:

[COUNCIL PACKET 02 09 21.PDF](#)

**COUNCIL AGENDA
CITY OF CARTHAGE, MISSOURI
TUESDAY, FEBRUARY 9, 2021
COUNCIL CHAMBERS
6:30 P.M.**

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
(Each person addressing the Council shall state their name and address or the organization or firm represented and is limited to no more than five (5) minutes. The time may be extended by the chair if deemed necessary. Once a person has had their say on a particular issue they are not permitted to once again speak on the issue unless called to answer any further questions by the Council or Chair)
8. Reports of Standing Committees
9. Reports from Special Committees and Board Liaisons
10. Report of the Mayor
11. Reports/Remarks of Councilmembers
(Each Councilmember is limited to no more than two (2) minutes. The time may be extended by the Chair if deemed necessary. Once a Councilmember has had their say on a particular issue they are not permitted to once again speak on the issue unless permitted by the Chair)
12. Administrative Reports
13. Report of Claims Presented Against the City
14. Public Hearings
15. Old Business
 1. **C.B. 21-03** – An Ordinance to amend Division 5 – Civil War Museum, Section 2-495 – Composition; appointment, of the Code of Carthage. (Mayor)
 2. **C.B. 21-04** – An Ordinance of the City Council of the City of Carthage, Missouri acknowledging the Tax Abatement granted by the County Commission of Jasper County, Missouri for a project located in the Carthage/Jasper County Enhanced Enterprise Zone. (Enhanced Enterprise Zone)
 3. **C.B. 21-05** – An Ordinance to amend Section 2.4 local limits in the Waste Water Pretreatment Ordinance 15-38 and industrial surcharge rates as approved by the CWEP Board. (CWEP)

16. New Business

1. **C.B. 21-06** – An Ordinance to authorize the Mayor to apply for federal financial assistance on behalf of the City of Carthage, Missouri and to execute any contract(s) resulting from such application for any grants between the City of Carthage and the Missouri Highways and Transportation Commission providing for capital, operating, and/or marketing assistance, comprised of federal funds to be expended for Commission-approved transit projects. (Budget Ways & Means)
2. **C.B. 21-07** – An Ordinance authorizing the Mayor of the City of Carthage, to enter into an agreement between the Carthage Convention & Visitors Bureau and the City of Carthage, Missouri for communications services. (Budget Ways & Means)
3. **C.B. 21-08** – An Ordinance extending the current agreement with Blevins Asphalt Construction Co., Inc. for the Annual Asphalt Paving Contract (@ \$58.55 per ton of asphalt to include tack oil) to include a new term from July 1, 2021 to June 30, 2022. (Public Works)

17. Mayor's Appointments

18. Resolutions

1. **Resolution 1920** – A Resolution providing authorization of appropriation of funds from the Annual Operating and Capital Budget for Fiscal Year 2020-2021, of the City of Carthage, Missouri, for specified funds (Civic Enhancement, Capital Improvements Sales Tax, and General Fund as specified herein). (Budget Ways & Means)

19. Closing Comments

20. Executive Session

- **CLOSED SESSION:** ACCORDING TO SECTION 610.021 (1), THE AGENDA INCLUDES THE POSSIBILITY OF A VOTE TO CLOSE PART OF THE MEETING TO DISCUSS LEGAL ACTIONS, CAUSES OF ACTION OR LITIGATION INVOLVING A PUBLIC GOVERNMENTAL BODY OR ITS REPRESENTATIVES AND ITS ATTORNEYS.

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
FEBRUARY 9, 2021

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

The following Council Members answered roll call: Seth Thompson, Ceri Otero, Mike Daugherty, Alan Snow, Craig Diggs and Ed Barlow. Council Members Juan Topete, James Harrison, David Armstrong and Ray West were absent. City Attorney Nate Dally was also present. City Administrator Tom Short was absent.

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

Mr. Daugherty made a motion, seconded by Mr. Snow, to approve the minutes of the January 26, 2021 Council Meeting. Motion carried unanimously.

No citizen's spoke during Citizen's Participation Period.

Mr. Snow reported the Budget Ways & Means Committee met today via video conference. The Committee approved a Council Bill or Resolution be prepared to approve the proposition of a use tax for the August ballot. Changes to the Police & Fire Pension Investment Policy were approved and will be presented for consideration at the February 23 Council Meeting. A contract with the CVB is being presented in C.B. 21-07. The contract has not been finalized and some changes may occur before the second reading. A budget amendment was approved and is being presented in Resolution 1920. Mr. Snow made a motion, seconded by Mr. Barlow, to approve the 2021-2022 Budget Goals. Motion carried.

Ms. Otero reported the Committee on Insurance, Audit and Claims met on this date and approved the claims. Ms. Otero made a motion, seconded by Mr. Diggs, to extend the FFCRA Covid Leave Policy through March 31, 2021. Motion carried. Michael Miller has been promoted to HR Coordinator/Payroll Clerk and Miranda Hale Deal has been promoted to the Deputy City Clerk/AR Clerk position. Mrs. Deal will be added as a signer on the city's checking accounts.

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

Mr. Daugherty reported the Public Services Committee is between meetings with the next meeting scheduled for February 16.

Mr. Daugherty reported the Public Works Committee met February 2. The annual paving contract with Blevins was approved and is being presented in C.B. 21-08.

Special Committee and Board Liaison reports were given by Ms. Otero for Carthage Humane Society, Mr. Thompson for the Convention and Visitors Bureau, and Mr. Snow for GRO 3.0.

Parks and Recreation Director Mark Peterson thanked the Street Department for the ice removal.

The Committee on Claims filed a report in the amount of \$2,431,900.28 against the following funds: General Revenue \$42,425.31, Public Health \$5,289.58, Lodging \$3,767.42, Parks/Stormwater \$40,808.27, Fire Protection \$691.87, Golf \$1389.70, Library \$55,000.00, Payroll \$282,528.13 and Carthage Water & Electric \$2,000,000.00. Ms. Otero made a motion, seconded by Mr. Daugherty, to accept the report and allow the claims. Motion carried.

Under old business, C.B. 21-03 – An Ordinance to amend Division 5 – Civil War Museum, Section 2-495 – Composition; appointment, of the Code of Carthage was placed on second reading followed by a roll call vote of 6 yeas and 0 nays. Ayes: Barlow, Daugherty, Diggs, Otero, Snow and Thompson. The Council Bill was approved and numbered Ordinance 21-04.

C.B. 21-04 – An Ordinance of the City Council of the City of Carthage, Missouri acknowledging the Tax Abatement granted by the County Commission of Jasper County, Missouri for a project located in the Carthage/Jasper County Enhanced Enterprise Zone was placed on second reading. Mr. Snow made a motion, seconded by Mr. Diggs, to table C.B. 21-04. Motion carried.

C.B. 21-05 – An Ordinance to amend Section 2.4 local limits in the Waste Water Pretreatment Ordinance 15-38 and industrial surcharge rates as approved by the CWEP Board was placed on second reading followed by a roll call vote of 6 yeas and 0 nays. Ayes: Barlow, Daugherty, Diggs, Otero, Snow and Thompson. The Council Bill was approved and numbered Ordinance 21-05.

Under new business, C.B. 21-06 – An Ordinance to authorize the Mayor to apply for federal financial assistance on behalf of the City of Carthage, Missouri and to execute any contract(s) resulting from such application for any grants between the City of Carthage and the Missouri Highways and Transportation Commission providing for capital, operating, and/or marketing assistance, comprised of federal funds to be expended for Commission-approved transit projects was placed on first reading with no action taken.

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asphalt to include tack oil) to include a new term from July 1, 2021 to June 30, 2022 was placed on first reading with no action taken.

Mr. Daugherty made a motion, seconded by Ms. Otero, to approve Resolution 1920 – A Resolution providing authorization of appropriation of funds from the Annual Operating and Capital Budget for Fiscal Year 2020-2021, of the City of Carthage, Missouri, for specified funds (Civic Enhancement, Capital Improvements Sales Tax, and General Fund as specified herein). Resolution 1920 was adopted by a roll call vote of 6 yeas and 0 nays. Ayes: Barlow, Daugherty, Diggs, Otero, Snow and Thompson.

During closing comments, council members thanked the Street Department for their work on clearing the roads.

Mr. Barlow made a motion, seconded by Mr. Daugherty, to close the meeting according to Section 610.021 (1) the Agenda includes the possibility of a vote to close part of the meeting to discuss legal actions, causes of action or litigation involving a public governmental body or its representatives and its attorneys followed by a roll call vote on the board of 6 yeas and no nays. Ayes: Barlow, Daugherty, Diggs, Otero, Snow and Thompson. Motion carried at 6:56 p.m.

CLOSED SESSION

Mr. Daugherty made a motion, seconded by Ms. Otero, to return to the regular session of the Council Meeting at 7:19 p.m. followed by a roll call vote of 6 yeas and no nays. Ayes: Barlow, Daugherty, Diggs, Otero, Snow and Thompson. Motion carried.

Mr. Daugherty made a motion, seconded by Ms. Otero, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 7:20 p.m.

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MINUTES OF THE MEETING OF THE CITY COUNCIL
CITY OF CARTHAGE, MISSOURI
JANUARY 26, 2021

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

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

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

Mr. West made a motion, seconded by Mr. Daugherty, to approve the minutes of the January 12, 2021 Council Meeting. Motion carried unanimously.

No citizens were present during Citizen's Participation Period.

Mr. Snow reported the Budget Ways & Means is between meetings with the next meeting scheduled for February 8, 2021.

Ms. Otero reported the Committee on Insurance, Audit and Claims met on this date and approved the claims. Rebecca Baker, KPM CPA's and Associates, presented a detailed overview of the City's Financial Statements and commended the City Staff on an unmodified/clean audit with no deficiencies reported. Ms. Otero made a motion, seconded by Mr. Armstrong, to accept the audit. Motion carried. Ms. Otero made a motion, seconded by Mr. Armstrong, to approve the revised job description for the Deputy City Clerk. Motion carried. Ms. Otero made a motion, seconded by Mr. Diggs, to approve the IT Specialist I and IT Specialist II job descriptions, noting that the job title is subject to change. Motion carried. Extension to the Covid Leave Policy was tabled until the next meeting.

Mr. Snow reported the Public Safety Committee meeting scheduled for January 18 was cancelled due to lack of quorum.

Mr. Topete reported the Public Services Committee met January 19. A 2000 Chevy 3500 was declared surplus and is being presented in Resolution 1918.

Mr. Daugherty reported the Public Works Committee is between meetings with the next meeting scheduled for February 2.

Special Committee and Board Liaison reports were given by Ms. Otero for GRO 3.0 and Carthage Humane Society, Mr. Armstrong for the Civil War Museum, Mr. Thompson for

the Chamber of Commerce and the Convention and Visitors Bureau, and Mr. Snow for the Enhanced Enterprise Zoning Board.

During reports of Council Members, Mr. Armstrong discussed the audit report and cautioned the continuing trend of growing reserves. Mr. Barlow agreed and discussed his concerns with pursuing a Use Tax.

Fire Chief Roger Williams reported on the recent loss of two retirees, Floyd Graham and Glen Dubry.

Parks and Recreation Director Mark Peterson thanked those who responded to the survey.

City Administrator Tom Short reported on the following: FFCRA possible extension, changes to the Schreiber MOU, the EEZ meeting, CARES Act reimbursements, upcoming River Street bridge project, MML capital report, MoDOT correspondence on TAP project, a letter to the BEMS regarding Mercy Ambulance service, correspondence with MoDOT regarding lighting on I-49, golf revenues, financial concerns regarding cutbacks at Butterball, and a traffic study at River and Fir.

The Committee on Claims filed a report in the amount of \$2,514,187.36 against the following funds: General Revenue \$71,898.54, Public Health \$136,983.35, Parks/Stormwater \$50,756.08, Fire Protection \$1,561.64, Golf \$4,742.16, Capital Improvements \$1,688.56, Myers Park \$1,770.00, Public Facilities \$43,635.75, Payroll \$201,151.28 and Carthage Water & Electric \$2,000,000.00. Ms. Otero made a motion, seconded by Mr. Armstrong, to accept the report and allow the claims. Motion carried.

Under old business, C.B. 21-01 – An Ordinance accepting the final plat of the Katie's 1st Addition generally located South of St. Louis Avenue and East of Robertson Avenue, in the City of Carthage, Missouri, as requested by Justin Holzwarth was placed on second reading followed by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Daugherty, Diggs, Otero, Snow, Thompson, Topete and West. The Council Bill was approved and numbered Ordinance 21-03.

C.B. 21-02 – 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. Mr. Armstrong made a motion, seconded by Mr. Daugherty, to table C.B. 21-02 until such time as deemed appropriate. Motion carried.

Under new business, C.B. 21-03 – An Ordinance to amend Division 5 – Civil War Museum, Section 2-495 – Composition; appointment, of the Code of Carthage was placed on first reading. Mr. Barlow made a motion, seconded by Mr. Armstrong, to suspend the rules and move C.B. 21-03 to second reading. Motion failed.

C.B. 21-04 – An Ordinance of the City Council of the City of Carthage, Missouri acknowledging the Tax Abatement granted by the County Commission of Jasper County, Missouri for a project located in the Carthage/Jasper County Enhanced Enterprise Zone was placed on first reading with no action taken.

C.B. 21-05 – An Ordinance to amend Section 2.4 local limits in the Waste Water Pretreatment Ordinance 15-38 and industrial surcharge rates as approved by the CWEP Board was placed on first reading with no action taken.

Mr. Daugherty made a motion, seconded by Mr. Armstrong, to approve Resolution 1917 – A Resolution of the Council of the City of Carthage, Missouri expressing support of the City's application for funds through MoDOT's Transportation Alternatives (TAP) Program and authorizing the submission of an application relating to the proposed Carthage Sidewalk Improvements Project, River Street – from Fairview to Airport Drive. Resolution 1917 was adopted by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Daugherty, Diggs, Otero, Snow, Thompson, Topete and West.

Mr. Daugherty made a motion, seconded by Ms. Otero, to approve Resolution 1918 – A Resolution approving the declaration as surplus to the City's needs and authorizing the disposition of a 2000 Chevrolet 3500 Parks Department Pick-up Truck (VIN #1QCQC34R7YR170928; Asset #776). Resolution 1918 was adopted by a roll call vote of 9 yeas and 0 nays. Ayes: Armstrong, Barlow, Daugherty, Diggs, Otero, Snow, Thompson, Topete and West.

Mr. Armstrong made a motion, seconded by Mr. Daugherty, to table Resolution 1919 – A Resolution of the City Council of the City of Carthage approving a recommendation of the Public Works Committee granting an Administrative Lot Split for property located west of Hazel Avenue and North of George E Phelps Boulevard consisting of approximately 107 acres. Motion carried.

During closing comments, council members commended staff on the audit findings and Mr. Topete commended Mr. Peterson for the increased activity at the golf course.

Mr. Thompson made a motion, seconded by Mr. Daugherty, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 7:21 p.m.

Dan Rife, Mayor

Traci Cox, City Clerk

***PRESENTATIONS/
PROCLAMATIONS***

***PUBLIC
HEARINGS***

***OLD
BUSINESS***

COUNCIL BILL NO. 21-03

ORDINANCE NO. _____

An Ordinance to amend Division 5 – Civil War Museum, Section 2-495 - Composition; appointment, of the Code of Carthage.

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

SECTION I: Division 5 – Civil War Museum, Section 2-495 – Composition; appointment, of the Code of Carthage is hereby repealed and the following enacted in lieu thereof:

Sec. 2-495. - Composition; appointment.

The board shall consist of seven (7) members appointed by the mayor with the approval of the council. The members shall serve a term of three (3) years with terms expiring on December 1 of each year. The terms of no more than three (3) of said members shall expire in any given year.

SECTION II: This Ordinance shall take effect and be in force effective _____, 2021.

PASSED AND APPROVED THIS _____ DAY OF _____, 2021.

Dan Rife, Mayor

ATTEST:

Traci Cox, City Clerk

COUNCIL BILL NO. 21-04

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CARTHAGE,
MISSOURI ACKNOWLEDGING THE TAX ABATEMENT GRANTED BY THE
COUNTY COMMISSION OF JASPER COUNTY, MISSOURI FOR A PROJECT
LOCATED IN THE CARTHAGE/JASPER COUNTY ENHANCED
ENTERPRISE ZONE**

WHEREAS, Jasper County, Missouri (the "County") and the City of Carthage, Missouri (the "City") created the Carthage-Jasper County Enhanced Enterprise Zone (the "Zone") pursuant to Sections 135.950 to 135.973, inclusive, of the Revised Statutes of Missouri, as amended (the "EEZ Act"); and

WHEREAS, Schreiber Foods, Incorporated, a Wisconsin corporation (the "Company"), and Hazel 49, LLC, (the "Developer") as landlord and developer, have proposed to invest capital for the construction of new warehouse space for the storage and handling of raw materials and ingredients used in the production process for finished goods (the "Project") within a portion of the Zone located within the County; and

WHEREAS, in its Notice of Intent requesting tax abatement under the EEZ Act, the Company represented that it expects to invest, in conjunction with the Developer, approximately \$52,380,815 in the Project, with \$46,180,815 expected to be spent on the construction or improvement of buildings qualifying for tax abatement under the EEZ Act, with the balance of the improvements being spent on acquisition of land, equipment, vehicles, information technology and other tenant improvements, and expects to create 16 new full-time jobs with an average hourly wage of approximately \$26.51; and

WHEREAS, based on the foregoing, the City understands that the County intends to grant tax abatement, as provided in the EEZ Act, to the Developer for the Project to be leased to the Company to incentivize the construction of the Project within the Zone so as to create jobs and foster the development of property within the Zone; and

WHEREAS, the City desires to acknowledge the tax abatement granted by the County under the EEZ Act and further desires to express its intent to accept the tax abatement, as applied to general ad valorem taxes imposed by the City, if the Project is annexed into the City; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CARTHAGE, MISSOURI, AS FOLLOWS:

Section 1. Enhanced Enterprise Zone Tax Abatement. Subject to the provisions of this Ordinance and the requirements of the EEZ Act, the City acknowledges, recognizes and expresses its intent to accept the abatement from general ad valorem real property taxes imposed by the City as described in the Performance Agreement (the "Agreement") to be signed among the County, the Developer and the Company.

Section 2. Execution of Agreement. The Mayor is hereby authorized to execute such documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Ordinance, for and on behalf of and as the act and deed of the City. The City Clerk is hereby authorized to attest to and affix the seal of the City to such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Ordinance.

Section 3. Further Authority. The officers of the City, including the Mayor and City Clerk, are hereby authorized and directed to execute all documents and take such actions as they may deem necessary or advisable in order to carry out and perform the purposes of this Ordinance.

Section 4. Effective Date. This Ordinance shall take effect and be in full force immediately after its passage by the City Council and approval by the Mayor.

PASSED and APPROVED by the City Council and the Mayor of the City of Carthage, Missouri, this ____ day of February, 2021.

Dan Rife, Mayor

ATTEST:

Traci Cox, City Clerk

Sponsored by: Enhanced Enterprise Zoning Board

ENHANCED ENTERPRISE ZONE BOARD

Monday, January 18, 2021

10:00 A.M.

VIA <https://global.gotomeeting.com/join/144056573>

-- AGENDA--

OLD BUSINESS

NEW BUSINESS

1. Consider and discuss a Resolution recommending the County Commission of Jasper County approve an order, and the Carthage City Council approve an ordinance, authorizing 100% ad valorem tax abatement for four (4) years and 75% ad valorem tax abatement for the following six (6) years on improvements to the real property located at 2467 Hazel Street associated with the development of manufacturing facilities (Schreiber Foods, Inc. and Hazel 49 LLC.).

ADJOURNMENT

TO: CARTHAGE/JASPER COUNTY ENHANCED ENTERPRISE ZONE BOARD

FROM: SID DOUGLAS AND SARAH SMITH, GILMORE & BELL, P.C.

**RE: RESOLUTION RECOMMENDING TAX ABATEMENT FOR REAL PROPERTY
IN THE ENHANCED ENTERPRISE ZONE**

EXECUTIVE SUMMARY:

This Resolution recommends that the County Commission of Jasper County approve an order, and the Carthage City Council approve an ordinance, authorizing 100% ad valorem tax abatement for four (4) years and 75% ad valorem tax abatement for the following six (6) years on improvements to the real property located at 2467 Hazel Street associated with the development of manufacturing facilities (the "Project").

BACKGROUND:

Potential Redeveloper: Schreiber Foods, Inc. and Hazel 49, LLC.

The City Ordinance governing the granting of tax abatement in the Carthage/Jasper County Enhanced Enterprise Zone provides for tax abatement upon the recommendation of the Enhanced Enterprise Zone Board and an ordinance by the City Council or an order by the County Commission of Jasper County.

Hazel 49, LLC (Developer), wishes to construct manufacturing facilities to provide for the investment of capital for new warehouse space for the storage and handling of raw materials and ingredients to be used in the production process for finished goods to be leased by Schreiber Foods, Inc. (Company). The Developer and Company expect to invest more than \$45,000,000 for building improvements. Additionally, the Company expects and commits to create 16 new jobs providing for wages that equals or exceeds 120% of the county average wage within twelve (12) months of completion of the project. The Company expects the average wage of the new jobs to be \$26.51 an hour, which is 136% of the Jasper County Average Wage.

REQUESTED ACTION:

Recommend to the County Commission of Jasper County and the Carthage City Council that the property to be developed for the Project be granted four (4) years of 100% ad valorem tax abatement and a subsequent six (6) years of 75% ad valorem tax abatement on improvements associated with the development of manufacturing facilities with the creation of 16 new jobs with wages at least 120% of the County Average Wage according to the Enhanced Enterprise Zone Tax Abatement Matrix.

NOW, THEREFORE, be it resolved by the Carthage/Jasper County Enhanced Enterprise Zone Board as follows:

1. The Carthage/Jasper County Enhanced Enterprise Zone Board (the "EEZ Board") hereby recommends to the County Commission of Jasper County and the Carthage City Council that the ad valorem taxes on improvements to the real property for the Project be abated for a period of four (4) years at 100%, followed by a period of six (6) years at 75%, conditioned upon the creation of 16 jobs paying wages in excess of 120% of the County Average Wage according to the Enhanced Enterprise Zone Tax Abatement Matrix.
2. The Executive Director and other officers and staff members of the EEZ Board are hereby authorized to and directed to take such other actions as may be necessary and proper to carry out the intent of this Resolution.

ADOPTED THIS _____ day of _____, 2021

CARTHAGE/JASPER COUNTY
ENHANCED ENTERPRISE ZONE BOARD

By: _____
Title: Chair

**Jasper County, Missouri
City of Carthage, Missouri
Carthage Jasper County Enhanced Enterprise Zone**

(Schreiber Foods)

**COST BENEFIT ANALYSIS
PLAN FOR INDUSTRIAL DEVELOPMENT PROJECT**

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This information is provided based on the factual information and assumptions provided to Gilmore & Bell, P.C. by a party to or a representative of a party to the proposed transaction. This information is intended to provide factual information only and is provided in conjunction with our legal representation. It is not intended as financial advice or a financial recommendation to any party. Gilmore & Bell, P.C. is not a financial advisor or a "municipal advisor" as defined in the Securities Exchange Act of 1934, as amended.

Project Assumptions

♦ Initial year taxes assessed	2022
♦ Investment in real property improvements	\$ 46,180,815
♦ Bi-annual growth rate of appraised value of real property	2.0%
♦ Assessed value as a percentage of appraised value (real)	32.0%
♦ Assessed value of real property	\$ 14,777,861
♦ Terms of abatement:	
Real property	
Years 1 to 4	100%
Years 6 to 10	75%

Summary of Cost Benefit Analysis

Taxing Jurisdiction	Tax Rate	Tax Revenue for Real Property		Tax Revenue for Real Property With Abatement	Value of Abatement
		Without Abatement	With Abatement		
State of Missouri	0.0300	\$ 46,604	\$ 7,129	\$ 39,476	
Jasper County	0.1061	164,823	25,211	139,612	
Dev. Disability Resource Board	0.0870	135,152	20,673	114,479	
Mental Health	0.0870	135,152	20,673	114,479	
Carthage R-9 School District	3.9800	6,182,821	945,724	5,237,096	
Carthage Road District	0.2431	377,649	57,765	319,884	
City of Carthage	0.7614	1,182,814	180,923	1,001,891	
Surtax	1.0200	1,584,542	242,372	1,342,170	
	6.3146	\$ 9,809,558	\$ 1,500,470	\$ 8,309,088	

**Projected Tax Revenues Without Abatement
(Real Property)**

Estimated Assessed Value of Real Property		\$14,777,861	\$15,073,418	\$15,073,418	\$15,374,886	\$15,374,886	\$15,682,384	\$15,682,384	\$15,996,032	\$15,996,032	\$16,315,952		
Taxing Jurisdiction		Tax Rate per \$100											
		2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total	
State of Missouri	0.0300	\$ 4,433	\$ 4,522	\$ 4,522	\$ 4,612	\$ 4,612	\$ 4,705	\$ 4,705	\$ 4,799	\$ 4,799	\$ 4,895	\$ 46,604	
Jasper County	0.1061	15,679	15,993	15,993	16,313	16,313	16,639	16,639	16,972	16,972	17,311	164,823	
Dev. Disability Resource Board	0.0870	12,857	13,114	13,114	13,376	13,376	13,644	13,644	13,917	13,917	14,195	135,152	
Mental Health	0.0870	12,857	13,114	13,114	13,376	13,376	13,644	13,644	13,917	13,917	14,195	135,152	
Carthage R-9 School District	3.9800	588,159	599,922	599,922	611,920	611,920	624,159	624,159	636,642	636,642	649,375	6,182,821	
Carthage Road District	0.2431	35,925	36,643	36,643	37,376	37,376	38,124	38,124	38,886	38,886	39,664	377,649	
City of Carthage	0.7614	112,519	114,769	114,769	117,064	117,064	119,406	119,406	121,794	121,794	124,230	1,182,814	
Surtax	1.0200	150,734	153,749	153,749	156,824	156,824	159,960	159,960	163,160	163,160	166,423	1,584,542	
		6.3146	\$ 933,163	\$ 951,826	\$ 951,826	\$ 970,863	\$ 970,863	\$ 990,280	\$ 990,280	\$ 1,010,085	\$ 1,010,085	\$ 1,030,287	\$9,809,558

**Projected PILOT Amount
(Real Property)**

Estimated Assessed Value of Real Property		\$14,777,861	\$15,073,418	\$15,073,418	\$15,374,886	\$15,374,886	\$15,682,384	\$15,682,384	\$15,996,032	\$15,996,032	\$16,315,952	
Percent Taxes Assessed		0%	0%	0%	0%	25%	25%	25%	25%	25%	25%	
	Tax Rate per											
	\$100	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
State of Missouri	0.0300	\$ -	\$ -	\$ -	\$ -	\$ 1,153	\$ 1,176	\$ 1,176	\$ 1,200	\$ 1,200	\$ 1,224	\$ 7,129
Jasper County	0.1061	-	-	-	-	4,078	4,160	4,160	4,243	4,243	4,328	25,211
Dev. Disability Resource Board	0.0870	-	-	-	-	3,344	3,411	3,411	3,479	3,479	3,549	20,673
Mental Health	0.0870	-	-	-	-	3,344	3,411	3,411	3,479	3,479	3,549	20,673
Carthage R-9 School District	3.9800	-	-	-	-	152,980	156,040	156,040	159,161	159,161	162,344	945,724
Carthage Road District	0.2431	-	-	-	-	9,344	9,531	9,531	9,722	9,722	9,916	57,765
City of Carthage	0.7614	-	-	-	-	29,266	29,851	29,851	30,448	30,448	31,057	180,923
Surtax	1.0200	-	-	-	-	39,206	39,990	39,990	40,790	40,790	41,606	242,372
	6.3146	\$ -	\$ -	\$ -	\$ -	\$ 242,716	\$ 247,570	\$ 247,570	\$ 252,521	\$ 252,521	\$ 257,572	\$1,500,470

**Projected Tax Abatement
(Real Property)**

Estimated Assessed Value of Real Property		\$14,777,861	\$15,073,418	\$15,073,418	\$15,374,886	\$15,374,886	\$15,682,384	\$15,682,384	\$15,996,032	\$15,996,032	\$16,315,952	
Abatement Percentage		100%	100%	100%	100%	75%	75%	75%	75%	75%	75%	
	Tax Rate per											
Taxing Jurisdiction	\$100	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
State of Missouri	0.0300	\$ 4,433	\$ 4,522	\$ 4,522	\$ 4,612	\$ 3,459	\$ 3,529	\$ 3,529	\$ 3,599	\$ 3,599	\$ 3,671	\$ 39,476
Jasper County	0.1061	15,679	15,993	15,993	16,313	12,235	12,479	12,479	12,729	12,729	12,983	139,612
Dev. Disability Resource Board	0.0870	12,857	13,114	13,114	13,376	10,032	10,233	10,233	10,437	10,437	10,646	114,479
Mental Health	0.0870	12,857	13,114	13,114	13,376	10,032	10,233	10,233	10,437	10,437	10,646	114,479
Carthage R-9 School District	3.9800	588,159	599,922	599,922	611,920	458,940	468,119	468,119	477,482	477,482	487,031	5,237,096
Carthage Road District	0.2431	35,925	36,643	36,643	37,376	28,032	28,593	28,593	29,165	29,165	29,748	319,884
City of Carthage	0.7614	112,519	114,769	114,769	117,064	87,798	89,554	89,554	91,345	91,345	93,172	1,001,891
Surtax	1.0200	150,734	153,749	153,749	156,824	117,618	119,970	119,970	122,370	122,370	124,817	1,342,170
	6.3146	\$ 933,163	\$ 951,826	\$ 951,826	\$ 970,863	\$ 728,147	\$ 742,710	\$ 742,710	\$ 757,564	\$ 757,564	\$ 772,715	\$8,309,088

An Ordinance to amend Section 2.4 local limits in the Waste Water Pretreatment Ordinance 15-38 and industrial surcharge rates as approved by the CWEP Board.

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

SECTION I: Section 2.4 of CB 15-38 Local Limits is hereby repealed and the following enacted in lieu thereof:

2.4 LOCAL LIMITS

- A. CW&EP is authorized to establish Local Limits pursuant to 40 CFR 403.5(c).
- B. The following pollutant limits are established to protect against Pass Through and Interference. ~~No person shall discharge wastewater containing in excess of the Daily Maximum Limits listed in this Section.~~ CW&EP will develop the permit limitations for all users that meet the definition of S.I.U. as defined by City Ordinance. The sum total of each permitted Local Limit shall not exceed the mass in the table below. The Table of Total Mass Allowable is as follows:

Total Mass Allowable (lbs) from S.I.U.'s per Day

Pollutant	Max. Allowable Industrial Load (lb/day)
BOD(5)	7,624
TSS	12,217

Permit limits developed by CW&EP shall apply at the point where the wastewater is discharged to the POTW. CW&EP may impose concentration-based limitations in addition to mass limitations.

Local limits are subject to change as local environmental conditions change. All changes to Local Limits shall be approved by the Missouri Department of Natural Resources.

- C. The City and/or CW&EP may develop Best Management Practices (BMPs), by ordinance or in individual wastewater discharge permits, to implement Local Limits and the requirements of Section 2.1.

SECTION II: Surcharge rate changes are hereby authorized for Extra Strength Surcharges effective upon passing, as requested by the Carthage Water & Electric Plant Board as follows:

EXTRA STRENGTH SURCHARGES:			
Current Rates:			
BOD Surcharge		\$ 0.00157	Per 100 cf-mg/l in excess of 275 mg/l
		\$ 0.00210	Per 1,000 gal-mg/l in excess of 275 mg/l
		\$ 0.251	Per lb BOD
TSS Surcharge		\$ 0.00146	Per 100 cf-mg/l in excess of 325 mg/l
		\$ 0.00195	Per 1,000 gal-mg/l in excess of 325 mg/l
		\$ 0.234	Per lb TSS
FOG Surcharge		\$ 0.01000	Per 100 cf-mg/l in excess of 100 mg/l
		\$ 0.01333	Per 1,000 gal-mg/l in excess of 100 mg/l
		\$ 1.600	Per lb FOG
Proposed Rates:			
BOD Surcharge		\$ 0.00304	Per 100 cf-mg/l in excess of 275 mg/l
		\$ 0.00405	Per 1,000 gal-mg/l in excess of 275 mg/l
		\$ 0.486	Per lb BOD
TSS Surcharge		\$ 0.00152	Per 100 cf-mg/l in excess of 325 mg/l
		\$ 0.00202	Per 1,000 gal-mg/l in excess of 325 mg/l
		\$ 0.243	Per lb TSS
FOG Surcharge		\$ 0.01086	Per 100 cf-mg/l in excess of 100 mg/l
		\$ 0.01449	Per 1,000 gal-mg/l in excess of 100 mg/l
		\$ 1.738	Per lb FOG

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

PASSED AND APPROVED THIS ____ DAY OF _____, 2021.

MAYOR

ATTEST:

CITY CLERK

Sponsored by: CWEP Board

***NEW
BUSINESS***

COUNCIL BILL NO. 21-06

ORDINANCE NO. _____

An Ordinance to authorize the Mayor to apply for federal financial assistance on behalf of the City of Carthage and to execute any contract(s) resulting from such application for any grants between the City of Carthage and the Missouri Highways and Transportation Commission providing for capital, operating, and/or marketing assistance, comprised of federal funds to be expended for Commission-approved transit projects.

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

SECTION I. That the Mayor is hereby authorized to apply for federal financial assistance on behalf of the City of Carthage and to execute any contract(s) resulting from such application for any grants between the City of Carthage and the Missouri Highways and Transportation Commission providing for capital, operating, and/or marketing assistance, comprised of federal funds to be expended for Commission-approved transit projects.

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 _____ 2021.

Dan Rife, Mayor

ATTEST:

Traci Cox, City Clerk

Sponsored by: Budget Ways & Means Committee

COUNCIL BILL NO. 21-07

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF CARTHAGE, TO ENTER INTO AN AGREEMENT BETWEEN THE CARTHAGE CONVENTION & VISITORS BUREAU, AND THE CITY OF CARTHAGE, MISSOURI FOR COMMUNICATIONS SERVICES.

WHEREAS, the City is a participant in the GRO 3.0 program which is three (3) year plan, structured to help communities make strides in the arena of community and economic development; and

WHEREAS, the Community Engagement segment of the program endeavors to create a more engaged and committed citizenry; and

WHEREAS, the survey conducted to help local community leaders and citizens identify major local patterns identified communications shortfalls that through a collaborative and focused effort could be redefined and improved; and

WHEREAS, the GRO Committee has recommended to the City a methodology for consolidating and enhancing intra and inter communications vehicles available to the City,

NOW, THEREFORE, 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 between The Carthage Convention & Visitors Bureau, and The City of Carthage, Missouri, a true 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 _____, 2021.

MAYOR

ATTEST:

CITY CLERK

Sponsored by: Budget Ways & Means Committee

COUNCIL BILL NO. 21-08

ORDINANCE NO. _____

An Ordinance extending the current agreement with Blevins Asphalt Construction Co., Inc. for the Annual Asphalt Paving Contract (@ \$58.55 per ton of asphalt to include tack oil) to include a new term from July 1, 2021 to June 30, 2022.

**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 extend the current agreement with Blevins Asphalt Construction Co., Inc. for the Annual Asphalt Paving Contract (@ \$58.55 per ton of asphalt to include tack oil) to include a new term from July 1, 2021 to June 30, 2022, 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 _____, 2021.

Dan Rife, Mayor

ATTEST:

Traci Cox, City Clerk

Sponsored by: Public Works Committee



January 28th, 2021

City of Carthage, MO

Dear Council,

We would like to give the City of Carthage the option to extend the street paving and milling contract prices from 2020 to the 2021 season. The unit prices are as follows:

Asphalt Street Paving:	\$58.55 per ton (using MoDot spec. SP095c hot mix)
Edge Milling:	\$3.55 per square yard
Full Width Milling:	\$2.75 per square yard
Tie-In Milling:	\$19.35 per square yard

Note: above asphalt prices include tack oil application


Adam Boswell V.P.
Blevins Asphalt Const. Co., Inc.

City of Carthage, MO.

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

***MAYOR'S
APPOINTMENTS***

RESOLUTIONS

RESOLUTION NO. 1920

A RESOLUTION PROVIDING AUTHORIZATION OF APPROPRIATION OF FUNDS FROM THE ANNUAL OPERATING AND CAPITAL BUDGET FOR FISCAL YEAR 2020–2021, OF THE CITY OF CARTHAGE, MISSOURI, FOR SPECIFIED FUNDS (CIVIC ENHANCEMENT, CAPITAL IMPROVEMENTS SALES TAX, AND GENERAL FUND AS SPECIFIED HEREIN).

WHEREAS, the City of Carthage has, by ordinance, adopted its Annual Operating and Capital budget for the fiscal year ending June 30, 2021; and

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

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

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

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

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

That the City Council hereby authorizes a supplemental appropriation of funds from the City's Annual Operating and Capital budget for the fiscal year ending June 30, 2021 as follows, and directs a budget adjustment ordinance be prepared and submitted to the Council for future action:

1. **Civic Enhancement Fund;** to reflect a supplemental appropriation not to exceed \$45,026 (Capital Outlay line item), from Supplemental Grant Revenues of \$45,026 from the Kent and Mary Steadley Foundation for the Fire Department for purchase of Rescue Equipment for the Carthage Fire Department.
2. **Capital Improvements Sales Tax Fund;** to reflect a supplemental appropriations (Professional Fees line item) not to exceed \$10,000, from supplemental Grant Revenues of \$8,000 from the Missouri Department of Transportation's Traffic Engineering Assistance Program (TEAP) and \$2,000 from the unallocated and undesignated fund balance to complete the Engineering Study for Intersection Improvements for the River & Fir St. Intersection; and a supplemental appropriation to the Casualty Insurance Activity line item for \$20,000 from supplemental (reimbursement) revenues of \$20,000 from Mid-West Risk (MPR) loss control credit program, for; the Police Department for \$6,107 (Miscellaneous line item) for reimbursement for eligible safety equipment purchases from the Mid-West Risk (MPR) loss control credit program; the Fire Department for \$6,060 (Miscellaneous line item) for reimbursement for eligible safety equipment purchases from the Mid-West Risk (MPR) loss control credit program; the Street Department for \$2,022 (Miscellaneous line item) for reimbursement for eligible safety equipment purchases from the Mid-West Risk (MPR) loss control credit program; and the Parks Department for \$5,810 (Miscellaneous line item) for reimbursement for eligible safety equipment purchases from the Mid-West Risk (MPR) loss control credit program.
3. **General Fund;** to reflect supplemental appropriations to; the CMA Department (Professional Fees line item) not to exceed \$14,000 for the CVB/GRO Comprehensive Centralized Communication Services contract and; an amount not to exceed \$40,000, for the Police Department (Capital Outlay line item)

for the purchase and equipping of a Police Patrol Car, eliminated from the original 2021 budget, from the unallocated and undesignated fund balance.

PASSED AND APPROVED THIS _____ DAY OF _____, 2021.

Dan Rife, Mayor

ATTEST:

Traci Cox, City Clerk

***MINUTES
STANDING
COMMITTEES***

PUBLIC WORKS COMMITTEE

Public Works Department 623 E 7th Carthage MO 64836
Tele: (417) 237-7010 Fax: (417) 237-7011

"America's Maple Leaf City"



2-02-21 PUBLIC WORKS COMMITTEE MEETING MINUTES

Committee Members present: David Armstrong, Ray West, Craig Diggs, Mike Daugherty

Staff Members present: Tom Short, City Administrator, Zeb Carney, Director, and Marcia Weng, Public Works Secretary

Citizens: Ceri Otero and Abi Almandinger

The Public Works Committee meeting was called to order at 5:40 p.m. by Chairman Mike Daugherty via a Zoom meeting.

A motion was made by Ray West to accept the minutes from the January 5, 2021 Committee meeting. All ayes, motion passed.

Citizen Participation: None

Old Business: None.

New Business: Zeb presented the committee with the annual paving contract with Blevins. They will honor their pricing for another year, keeping the paving at \$58.55 per ton. David Armstrong made a motion to accept Blevins contract, Ray West seconded. All ayes, motion carried.

Other Business: None.

Staff Reports:

Zeb reported on the following:

- Zeb has been talking with MoDOT regarding the TEAP Grant, which will be an 80/20 split. They are talking of the possibility of a traffic signal at Fir Road and River Street at a cost of \$10,000.00, the city's part being \$2,000.00. MoDOT will be putting traffic counters at the intersection in the near future with the results being in to the city in about 4 – 6 months.
- Zeb and the inspectors have been going through the ICC codes to update the city's building codes. They should hopefully have the updates for the March meeting.
- Zeb and Marcia worked on scanning and printing all the info and correspondence we have on the railroad and the bridges for the past 10 years to build a file for the courts, if it is necessary.
- Bid opening on the TAP Sidewalk Grant will be at 10:00 a.m. tomorrow, Wednesday. There are 12 contractors interested in the project.

- Gary Sheets and two MoDOT inspectors checked all the bridges around town. The report should be here in the next 60 – 90 days.
- Pete's will be replacing their current store at the intersection of Central Avenue and Baker Street.
- Zeb will meet with CWEP officials to discuss a new pilot program for net metering on Friday.
- Zeb has been working on the 5 year capital plan – there are several stormwater projects to carryover due to delays because of coronavirus.

Tom reported on the following:

- Tom went over the TAP grant a little more, stating that we would have a 36% match for the sidewalks from Fairview Avenue to Airport Drive also.
- The Governor's Cost-Share Program has been reinstated, so MoDOT has informed us we are still eligible.
- The Schreiber project has some lingering items so they are still trying to negotiate the project.

Mike Daugherty brought up the problem of broken glass in the alley between Budlong and Sophia. Zeb said he would check into running the street sweeper through it.

David Armstrong made a motion to adjourn the meeting at 6:05 p.m. All ayes, motion carried.

***MINUTES
SPECIAL
COMMITTEES
AND BOARDS***

Minutes
Carthage Tree Board

February 2, 2021
4:00 pm.
Parks Department Office

Tree Board Members Present: Noah Smith, Renae Brownfield, Robert Balek

Members Absent: Bryan Springer, Jory Mertens

Non-Members Present: Kailey Williams, Brian Bradley, John Skinner

The meeting was called to order at 4:00 pm

No minutes presented from previous meeting.

1. Arbor Day Planning

Renae Brownfield contacted Lori Harter, Columbian principal, to ask for permission for the 3rd grade class to attend Arbor Day. Permission was granted for outside access. The third grade class holds 96 kids that will each received a Redbud seedling after the presentation of the tree planting. April 27th is the planned day to host Arbor Day at eleven O'clock. John Skinner is holding a Black Oak tree for the planting at Columbian School.

2. Upcoming Events for 2021.

Several ideas for the 2021 event schedule were mentioned in the meetings previous. Several of the ideas mentioned were Maple Leaf Contest, Mulching Trees at Kellogg, Food Truck Friday to have a booth in Central Park in August, and coordinate something with the Farmers Market. More information will be provided with future meetings.

Other Business

Brian Bradley, Park Superintendent presented each Tree Board member a copy of the City Code of Ordinance to look over and review for Section 21-275 to make suggestions and review on the Tree List. The next meeting, March 2nd, the members will discuss the changes they noted and go over the information.

Meeting Adjourned at 4:41 pm.

***AGENDAS
STANDING
COMMITTEES***

--NOTICE OF MEETING--
PUBLIC WORKS COMMITTEE

February 2, 2021

5:30 PM

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 City Clerk Traci Cox (417) 237-7000 or staff@carthagemo.gov. If you would like to listen to the meeting please call by telephone #346-248-7799. You will have to enter the ID# 89671239594 with a password of 072104. This will allow you to listen to the meeting.

OLD BUSINESS

1. Consideration and approval of 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 to staff@carthagemo.gov. Residents who do not have internet service may call the Clerk's office at 417-237-7000.)

NEW BUSINESS

1. Consider and discuss renewal of Blevins paving contract.

OTHER BUSINESS

None

STAFF REPORTS - Zeb Carney & Tom Short

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: 12/31/2020

BY: Marcia Weng

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

OLD BUSINESS

1. Consideration and approval of minutes from previous meeting.
2. Consider and discuss the imposition of a use tax for general revenue purposes by the qualified voters of the City for their approval at the August 03, 2021 election.

CITIZENS PARTICIPATION

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

NEW BUSINESS

1. Consider and discuss changes to Police and Firemen's Pension Investment policy.
2. Consider and discuss a contract between the City and the Carthage Convention and Visitors Bureau for comprehensive centralized communication services.
3. Consider and discuss an Ordinance to authorize the Mayor to apply for federal financial assistance for the Taxi program.
4. Consider and discuss a Resolution Amending the 2020 - 2021 Annual Operating and Capital Budget for the City of Carthage.
5. Consider and discuss Overall Goals and Priorities for Fiscal 2022 Budget.
6. Staff Reports.
7. Other Business.

ADJOURNMENT

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

POSTED: _____

BY: _____

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS
February 9, 2021
5:00 PM
Carthage City Hall Council Chambers

Old Business

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

Citizens Participation

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

New Business

1. Consider and Discuss extension of the FFCRA (Covid Leave Policy).
2. 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***

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
JANUARY 26, 2021
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
 - Recognize Jasper County School Choice Week
 - Approve CARES Act Grant Applications
10. PUBLIC HEARINGS

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

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

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

NOTICE POSTED JANUARY 22, 2021 AT 4:00 P.M.

(RSMO 610.020)

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
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COMMISSION AGENDA
FEBRUARY 2, 2021
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
 - Jasper County Clerk-Surplus Printers
7. COMMISSIONER'S REPORTS
8. UNFINISHED BUSINESS
9. NEW BUSINESS
 - Approve CARES Act Grant Applications
10. PUBLIC HEARINGS
 - Discuss EEZ County Ordinance for Tax Abatement

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

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

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

NOTICE POSTED JANUARY 29, 2021 AT 4:00 P.M.

(RSMO 610.020)

CARTHAGE PUBLIC LIBRARY BOARD OF TRUSTEES

Tuesday, February 9, 2021 5:15 p.m.

CARTHAGE PUBLIC LIBRARY BOARD ROOM
612 S. Garrison Ave.

AGENDA

Roll Call of Members

Minutes of the Last Meeting

Financial Report

Director's Progress and Service Report

President's Message

Council Liaison's Report

Committee Reports

Building Committee

Update on roof, sidewalks and renovation

Budget Committee

Community Relations

By-Laws

Library Gardens

ADA Compliance

Communications

New Business

Payment of Bills

Adjournment

John Bartosh
Presiding Commissioner

Tom Flanigan
Eastern District Commissioner

Darieux K. Adams
Western District Commissioner

JASPER COUNTY COMMISSION



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Carthage, MO 64836

Carthage: 417-358-0421
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COMMISSION AGENDA
FEBRUARY 9, 2021
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
 - **Re-appoint Jared Richmond to the Developmental Disability Resources Board**
 - **Approve CARES Act Grant Applications**
10. PUBLIC HEARINGS

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

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

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

NOTICE POSTED FEBRUARY 5, 2021 AT 4:00 P.M.

(RSMO 610.020)

CORRESPONDENCE

INTER

OFFICE

MEMO

To: Committee on Insurance/Audit and Claims
From: Tom Short
Subject: FFCRA Policy
Date: January 22, 2021

In late December 2020, Congress passed the Consolidated Appropriations Act (CCA) to further address the economic devastation caused by the coronavirus pandemic. The bill was signed into law on Dec. 27, 2020. One of the many provisions included in the bill—which is more than 5,000 pages long—is that Congress extended the FFCRA tax credit **but not its leave provisions**. Now, while employers are no longer required to offer FFCRA leave after Dec. 31, 2020, those that elect to continue providing it can reimburse these expenses through March 31, 2021.

The (CAA) allows FFCRA-covered employers to voluntarily extend two types of emergency paid leaves through March 31, 2021 that were originally mandated between April 1, 2020 and December 31, 2020 by the Families First Coronavirus Response Act (FFCRA). These FFCRA leaves are Emergency Paid Sick Leave (EPSL) and Emergency Family and Medical Leave (EFMLA).

Although employers are no longer required to provide paid sick and family leave under the previous guidelines of the FFCRA, employers who voluntarily continue to offer FFCRA qualifying sick and family leave will continue receiving payroll tax credits until March 31, 2021.

It is important to note there is no new or additional allotment of time. Employees who have used all available leave under the FFCRA are not granted additional time off as a result of the December legislation.

The IRS has reiterated that employers may not claim overlapping credits or benefits. While employers may claim a credit for both FFCRA leave and CARES Act wages, they may not claim both credits for the same wages. In other words, wages paid to employees on FFCRA leave are ineligible for a credit under the CARES Act. Similarly, employers cannot claim a CARES Act credit for wages paid by a loan under the new Paycheck Protection Program.

If the City chooses to allow employees to use COVID leave until then, the City can claim tax credits on the quarterly 941 filing. The credits include the employee's wages while on COVID leave, any health insurance premiums paid for the employee while on COVID leave, and the employer's share of Medicare and Social Security taxes paid. To substantiate the claims, the City would have to have the payroll records showing the leave and a written request from the employee

to use COVID leave (attached). The City can also retroactively file an amended Form 941-X for each quarter to claim credits.

As City Departments are still dealing with ramifications of COVID-19, especially issues of quarantine, the following is recommended:

That the CIAC make a motion to the City Council to extend the provisions of the (Temporary) COVID-19 Policy, Adopted August 11, 2020, to March 31, 2021, as provided for by the Consolidated Appropriations Act. The President-elect had stated that more assistance was needed and that his administration plans to work with Congress to introduce additional support for families and employers. Depending on the vaccine rollout and economic fallout, more pandemic legislation (and the extension of existing legislation) may be in the cards in the near future. Likewise, businesses will likely be impacted by new Biden administration policies in the next four years, though nothing will be set in stone until after the president-elect takes office in January 2021. At, and until such time that the Federal Government adopts additional procedures and practices, the City may reassess its position.

TS

Tom Short, City Administrator

COVID-19 LEAVE REQUEST FORM

INSTRUCTIONS: Employees requesting leave related to COVID-19 should complete this form **ONLY** if you are requesting the leave due to one of the reasons listed below. Requests for any other reason will follow standard procedures. Return this form via email to _____ or via fax to _____.

EMPLOYEE DETAILS:

Name:

Mailing Address:

Email:

Home/Cell Phone:

Supervisor:

REQUEST DETAILS:

- ☐ Quarantined or isolated by order of State/Federal/Local official or medical doctor
- ☐ Confirmed case of COVID-19
- ☐ Suspected case of COVID-19, and seeking a medical diagnosis
- ☐ To care for individual with a confirmed case of COVID-19 or one who is

subject to a quarantine/isolation order by order of State/Federal/Local official

☐ Parent ☐ Spouse ☐ Child ☐

Other If you checked "Other," please explain below:

- ☐ To provide care for a child due to COVID-19 school closure or childcare unavailability

TELEWORK

- ☐ I am available to telework if such work is offered.
- ☐ I am not available to telework if such work is offered.

DATES FOR REQUESTED LEAVE

_____, 2020 through _____, 2020.

SUPPORTING DOCUMENTATION ATTACHED:

- ☐ Copy of State/Federal/Local quarantine or isolation order related to COVID-19
- ☐ Documentation from healthcare provider advising self-quarantine for COVID-19
- ☐ Documentation from healthcare provider on seeking diagnosis for suspected COVID-19
- ☐ Documentation from healthcare provider advising self-quarantine for COVID-19 for individual within your care
- ☐ Documentation of school closing or childcare unavailability

Employer reserves the right to request additional documentation at any time.

EMPLOYEE ACKNOWLEDGMENT

I understand that completion of this form constitutes a request only and is subject to

approval by employer. I certify that the information contained on this form is true and correct to the best of my knowledge. I authorize _____ to obtain and verify any necessary information regarding my request. I understand that providing false information may result in corrective action up to, and including, termination of my employment.

EMPLOYEE SIGNATURE

DATE

DRAFT

Temporary Covid 19 Policy

PURPOSE:

To provide an outline of leave options and requirements to all city personnel when dealing with Covid 19 related leave.

FFCRA

The FFCRA does not apply to:

Emergency Responders: Emergency Communications, Fire, and Police Department employees.

The **Families First Coronavirus Response Act (FFCRA or Act)** requires the City to provide employees with the exception of Emergency Responders with paid sick leave or expanded family and medical leave for specified reasons related to COVID-19. These provisions will apply from the effective date through ~~December~~ March 31, 2020~~2021~~.

Generally, the Act provides that covered employers must provide to **all employees**:

- *Two weeks (up to 80 hours) of **paid sick leave** at the employee's regular rate of pay* where the employee is unable to work because the employee is quarantined (pursuant to Federal, State, or local government order or advice of a health care provider), and/or experiencing COVID-19 symptoms and seeking a medical diagnosis; or
- *Two weeks (up to 80 hours) of **paid sick leave** at two-thirds the employee's regular rate of pay* because the employee is unable to work because of a bona fide need to care for an individual subject to quarantine (pursuant to Federal, State, or local government order or advice of a health care provider), or care for a child (under 18 years of age) whose school or child care provider is closed or unavailable for reasons related to COVID-19, and/or the employee is experiencing a substantially similar condition as specified by the Secretary of Health and Human Services, in consultation with the Secretaries of the Treasury and Labor.

A covered employer must provide to **employees that it has employed for at least 30 days**:^[3]

- *Up to an additional 10 weeks of **paid expanded family and medical leave** at two-thirds the employee's regular rate of pay* where an employee is unable to work due to a bona fide need for leave to care for a child whose school or child care provider is closed or unavailable for reasons related to COVID-19.

Qualifying Reasons for Leave:

Under the FFCRA, an employee qualifies for paid sick time if the employee is unable to work **(or unable to telework)** due to a need for leave because the employee:

1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
2. has been advised by a health care provider to self-quarantine related to COVID-19;
3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;
4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);
5. is caring for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19; or
6. is experiencing any other substantially-similar condition specified by the Secretary of Health and Human Services, in consultation with the Secretaries of Labor and Treasury.

Under the FFCRA, an employee qualifies for expanded family leave if the employee is caring for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19.

Duration of Leave:

For reasons (1)-(4) and (6): A full-time employee is eligible for up to 80 hours of leave, and a part-time employee is eligible for the number of hours of leave that the employee works on average over a two-week period.

For reason (5): A full-time employee is eligible for up to 12 weeks of leave at 40 hours a week, and a part-time employee is eligible for leave for the number of hours that the employee is normally scheduled to work over that period.

Affects on Sick and Personal Leave:

The First 80 Hours of Covid Leave is in addition to all other leave accrued by the employee.

If the employee chooses to exercise the 10 Week extension of the Family Medical Leave, the employee shall be required to use all sick and personal time off, paid at full pay before receiving the remainder of the 10 weeks at 2/3 pay.

If after the employee has used paid all leave for reasons #1-4 and 6 above FFCRA and all paid sick leave and paid personal time, they will receive unpaid admin leave thru the end of ~~December~~ March 31, 2020/2021. This unpaid admin leave does not apply to leave for reason #5 above.

How to apply for FFCRA Leave:

Leave forms will be provided upon request either from your department head or can be picked up at City Hall.

CURRENT WORK GUIDELINES

Classification of All City Employees

- **Emergency Responders:** Emergency Communications, Fire, and Police Department employees.
- **Essential Operations:** Employees whose work is essential for business necessity. For example, ensuring payroll functions, IT support, compliance, public safety outside of Emergency Responders, etc.
- **Non-Essential Operations:** Employees whose work, while important, falls outside the categories outlined above.

Emergency Responders noted above will continue to report to work as normal. If required to quarantine or isolate due to an unrelated work exposure, paid administrative leave will be authorized for the required timeframe.

Essential Operations staff may be asked to work remotely, but work may also require in-office work and some positions will require an at-work assignment based on the nature of the work (i.e. fieldwork). Availability during normal business hours is expected, unless otherwise approved by the Department Head. Any rare instances in which work is not available and the supervisor has received appropriate approval; such time will be treated as paid administrative leave, unless one of the leave options outlined below applies.

Non-Essential Operations staff will continue to perform their current work or be re-directed to other work assignments and whenever possible this work will be remote. If no such assignment is available, staff must be ready and available to report to work during normal working hours. Staff could be asked to do work outside of their own department during the time of any closure due to Covid 19 related matters. In rare cases if work is not available and approved by the department head, such time will be treated as paid administrative leave, unless other leave is available.

Employees may be provided remote work or stay at home opportunities to prevent the spread of COVID-19. All City employees, whether they are working remotely or taking paid leave, are required to be available at all times during normal business hours to work and are not to take unaccounted leave without approval the same as if they were at work. Meaning if working from home, you need to be at home unless authorized by your supervisor.

Workers Compensation

If you contract a disease that arises out of and in the course of your employment, you may be entitled to workers' compensation benefits, including payment for wage loss and medical benefits. However you must show you contracted the disease due to your employment.

If an emergency responder contracts an infection or communicable disease they are exposed to in the course of employment outside of a hospital, the disease is presumed to be an occupation disease due to the nature of their employment.

If you are not ill, but must stay home from work because you were exposed to the virus, you are not entitled to workers' compensation benefits under the current law.

Known Exposure

Employees, with the exception of emergency responders, who become exposed to a confirmed or presumptive case of COVID-19 will be subject to the Quarantine provisions outlined above by the department of health.

Essential Operations employees may be required to return to work sooner than the full quarantine by the local health authorities.

Emergency Responders Known Exposure

Emergency responders who are suspected to have been exposed to a confirmed or known case of COVID-19 for any reason will be quarantined immediately. An assessment will be made by the City as to the likelihood that the employee will contract the virus considering the closeness of contact, the protective gear worn by the employee and the amount of time of the exposure. If proper precautions were taken and it seems unlikely that the employee will contract the virus, the employee will return to work. If it seems likely the employee will contract the virus, they will follow the quarantine policy outlined previously in the "Quarantine" section of the City of Carthage, COVID-19 leave policy.

Any emergency responder who is suspected of exposure and then becomes symptomatic will be quarantined immediately if they have not already done so. The employee will be tested for the illness, COVID-19, as soon as possible. Upon receiving a negative test, they may return to work after being fever free for 24 hours.

Employees who are Ill (not COVID-19 related illness)

In order to protect the City's workforce and customers, if an employee is sick, he/she shall stay home or be sent home. An employee who is absent from work due to his/her own illness or an illness of an immediate family member, will use paid sick leave. If needed, other forms of leave such as vacation may be used if appropriate approval is received.

Once sick employees become asymptomatic, they shall follow the guidance provided by the CDC regarding returning to work. As a general rule, employees should be free of fever and other symptoms for a minimum of twenty-four (24) hours without use of fever-reducing or other symptom altering medicines (e.g. cough suppressants).

Employees at High Risk to Exposures

Employees in high risk categories as designated by the CDC, or who have family members they live with who are at high risk, or who have been exposed to household family members

with flu- like symptoms are strongly encouraged to implement all practical social distancing techniques such as not attending meetings, workplace isolation, sanitation practices, etc. These employees may also be eligible for remote work options and/or use of personal paid leave time and should coordinate appropriately with their department supervisor.

Upon the termination of these special Work Guidelines any portion of this policy related to FFRCA remain in effect pursuant to Federal Regulation.

DRAFT

CITY OF CARTHAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2021

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUES</u>					
110-GENERAL REVENUE	8,495,669.00	1,346,869.73	5,383,262.07	63.36	3,112,406.93
121-PUBLIC HEALTH	218,341.00	87,666.70	150,687.92	69.01	67,653.08
122-LANDFILL CLOSURE	279,505.00	13.34	102.47	0.04	279,402.53
123-LODGING TAX	92,560.00	2,713.63	50,693.72	54.77	41,866.28
124-CIVIC ENHANCEMENT	24,100.00	4.90	57.38	0.24	24,042.62
125-STORMWATER	0.00	1.13	8.71	0.00 (	8.71)
126-PUBLIC SAFETY GRANT	0.00	45,761.00	55,761.00	0.00 (	55,761.00)
127-CDBG	0.00	0.00	0.00	0.00	0.00
128-PARKS/STM WTR	1,123,078.00	97,439.12	764,987.29	68.12	358,090.71
129-TIF & CID SPECIAL TAX	75.00	5.66	43.50	58.00	31.50
130-INMATE SECURITY FUND	2,366.00	253.32	1,406.30	59.44	959.70
131-FIRE PROTECTION TAX	565,449.00	48,895.78	383,878.69	67.89	181,570.31
141-FAIR ACRES SPORTS COM	0.00	0.00	0.00	0.00	0.00
142-GOLF COURSE	529,593.00	7,515.21	290,856.61	54.92	238,736.39
161-CAPITAL IMPROVEMENTS	1,128,924.00	97,842.40	768,335.77	68.06	360,588.23
162-PARKS & RECREATION	248,926.00	156,551.86	189,212.29	76.01	59,713.71
163-MYERS PARK	900.00	48.66	380.93	42.33	519.07
164-JUDICIAL EDUCATION FU	547.00	19.69	185.20	33.86	361.80
175-Public Fac/Bond Fund	1,348,841.00	187.09	1,738.66	0.13	1,347,102.34
221-ECONOMIC DEVELOPMENT	92,908.00	7.21	92,928.12	100.02 (	20.12)
341-CW & EP	0.00	0.00	0.00	0.00	0.00
342-MCCUNE-BROOKS HOSPITA	0.00	0.00	0.00	0.00	0.00
343-LIBRARY OPERATING	0.00	183,552.58	675,756.69	0.00 (	675,756.69)
344-LIBRARY BUILDING	0.00	0.00	0.00	0.00	0.00
345-POWERS MUSEUM	0.00	0.00	0.00	0.00	0.00
346-POWERS CAPITAL	0.00	0.00	0.00	0.00	0.00
 TOTAL REVENUES	 14,151,782.00	 2,075,349.01	 8,810,283.32	 62.26	 5,341,498.68
	=====	=====	=====	=====	=====

CITY OF CARTHAGE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JANUARY 31ST, 2021

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>EXPENDITURES</u>					
110-GENERAL REVENUE	9,945,535.00	646,729.77	4,944,387.79	49.71	5,001,147.21
121-PUBLIC HEALTH	212,935.00	38,758.73	136,651.43	64.18	76,283.57
122-LANDFILL CLOSURE	0.00	0.00	9,151.00	0.00 (	9,151.00)
123-LODGING TAX	99,000.00	5,637.05	42,245.53	42.67	56,754.47
124-CIVIC ENHANCEMENT	24,000.00	0.00	24,468.52	101.95 (	468.52)
125-STORMWATER	0.00	0.00	0.00	0.00	0.00
126-PUBLIC SAFETY GRANT	26,000.00	0.00	2,106.50	8.10	23,893.50
127-CDBG	0.00	0.00	0.00	0.00	0.00
128-PARKS/STM WTR	1,638,657.00	67,893.83	371,702.07	22.68	1,266,954.93
129-TIF & CID SPECIAL TAX	0.00	0.00	0.00	0.00	0.00
130-INMATE SECURITY FUND	3,000.00	0.00	0.00	0.00	3,000.00
131-FIRE PROTECTION TAX	697,373.00	32,176.43	36,528.59	5.24	660,844.41
141-FAIR ACRES SPORTS COM	0.00	0.00	0.00	0.00	0.00
142-GOLF COURSE	607,613.00	30,619.44	288,815.28	47.53	318,797.72
161-CAPITAL IMPROVEMENTS	2,689,170.00	70,968.12	443,982.36	16.51	2,245,187.64
162-PARKS & RECREATION	0.00	0.00	0.00	0.00	0.00
163-MYERS PARK	50,000.00	1,770.00	2,060.50	4.12	47,939.50
164-JUDICIAL EDUCATION FU	0.00	0.00	0.00	0.00	0.00
175-Public Fac/Bond Fund	3,132,682.00	59,594.75	196,322.52	6.27	2,936,359.48
221-ECONOMIC DEVELOPMENT	92,908.00	91,407.00	91,407.00	98.38	1,501.00
341-CW & EP	0.00	0.00	0.00	0.00	0.00
342-MCCUNE-BROOKS HOSPITA	0.00	0.00	0.00	0.00	0.00
343-LIBRARY OPERATING	0.00	55,000.00	587,000.00	0.00 (	587,000.00)
344-LIBRARY BUILDING	0.00	0.00	0.00	0.00	0.00
345-POWERS MUSEUM	0.00	0.00	0.00	0.00	0.00
346-POWERS CAPITAL	0.00	0.00	0.00	0.00	0.00
GRAND TOTAL EXPENDITURES	<u>19,218,873.00</u>	<u>1,100,555.12</u>	<u>7,176,829.09</u>	<u>37.34</u>	<u>12,042,043.91</u>
REVENUES OVER/(UNDER) EXPENDITURES	(5,067,091.00)	974,793.89	1,633,454.23		(6,700,545.23)

*** END OF REPORT ***

"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.