

1. Agenda

Documents:

[CITY COUNCIL AGENDA 07 27 21.PDF](#)

2. Minutes

Documents:

[CITY COUNCIL MINUTES 07 27 21.PDF](#)

3. Meeting Materials

Documents:

[COUNCIL PACKET 7.27.21.PDF](#)

**COUNCIL AGENDA
CITY OF CARTHAGE, MISSOURI
TUESDAY, JULY 27, 2021
6:30 P.M. – COUNCIL CHAMBERS**

1. Call to Order
2. Invocation
3. Pledge of Allegiance to Flag
4. Calling of the Roll
5. Reading and Consideration of Minutes of Previous Meeting
6. Presentations/Proclamations
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
16. New Business
 1. **C.B. 21-35** – An Ordinance authorizing the Mayor to enter into a Cooperative Agreement with the Missouri Department of Conservation for operations at Kellogg Lake Park. (Public Services)
17. Mayor's Appointments
 - Care Leave Committee
 - Personnel Appeals Board
 - Carthage Tree Board
 - Vision Carthage Board Liaison
 - Economic Development Committee

18. Resolutions

19. Closing Comments

20. Executive Session

21. Adjournment

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

MINUTES OF THE MEETING OF THE CITY COUNCIL
CITY OF CARTHAGE, MISSOURI
July 27, 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 Captain Bill Hawkins led the flag salute.

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

The following Department Heads were present: Captain Bill Hawkins, Fire Chief Roger Williams, Public Works Director Zeb Carney, Parks and Recreation Director Mark Peterson and City Clerk Traci Cox.

Ms. Otero made a motion, seconded by Mr. Snow, to approve the minutes of the July 13, 2021 Council Meeting. Motion carried unanimously.

No citizens were present during Citizen's Participation Period.

Mr. Snow reported the Budget Ways & Means Committee is between meetings with the next meeting scheduled for August 9.

Ms. Otero reported the Committee on Insurance, Audit and Claims met on this date and approved the claims.

Mr. Barlow reported that the Public Safety Committee met July 19. Mr. Barlow made a motion, seconded by Mr. Snow, to close the 800 block of Main Street between Chestnut & 9th Street and 9th Street between Main & Lyon from 7:00 a.m. to 3:00 p.m. and Chestnut between Main & Lyon from 12:00 p.m. to 3:00 p.m. and to back vehicles into parking spaces on Chestnut in the closed areas. In the event of inclement weather, the closing of the 800 block of Main between the main building & the Lighthouse building from 7:00 a.m. to 3:00 p.m., 9th Street between Main & Lyon from 7:00 a.m. to 3:00 p.m. In addition, Chestnut Street between Lyon & Main from 12:00 p.m. to 3:00 p.m. with the community event from 7:30 a.m. to 3:00 p.m. Motion carried. Mr. Barlow made a motion, seconded by Mr. Thompson, to close 4th Street from Main to Lyon from 9:30 a.m. to 3:30 p.m. for the Back to School Bash hosted by Ciao Bella Boutique on August 21. Motion carried. Mr. Barlow made a motion, seconded by Mr. Snow, to close 5th Street between Grant and Main, allow the use of the city parking lots for the event and approve the temporary light tunnel from November 18, 2021 at 8:00 a.m. to January 4, 2022 at 5:00 p.m. for the Hometown Holidays event. Motion carried. Mr. Barlow made a motion, seconded by Mrs. Harrison, to close all sides of the square from 5:00 p.m. to 9:30 p.m. on October 2 for the Sheriff's Office Car Show which benefits Shop with a Deputy. Motion carried.

Mr. Topete reported that the Public Services Committee met July 20. Mr. Topete made a motion, seconded by Mr. Diggs, to approve the use of Central Park for Heritage Day on September 25 from 12:00 p.m. to 6:00 p.m. Motion carried. An Agreement with the Missouri Department of Conservation for maintaining the lake and fish habitat was approved and is being presented in Council Bill 21-35.

Mr. Diggs reported the Public Works Committee is between meetings with the next meeting scheduled for August 3.

Mayor Rife reported on the creation of the Economic Development Committee to fill a void created after the contract with the Chamber of Commerce expired.

During reports of Council Members, Mr. Snow stated he was looking forward to the Hometown Holidays event, Mr. Diggs thanked CWEP for their work installing fiber, and Ms. Otero reminded everyone of the Use Tax initiative on the August 3 ballot and the need to get information out.

City Attorney Nate Dally reported on his recent conference attendance in which cyber security and sunshine law updates were discussed.

Fire Chief Roger Williams encouraged everyone to stay inside due to the hot weather.

Parks and Recreation Director Mark Peterson thanked the departments that helped with the July 4 celebration and expressed his support for C.B. 21-35.

City Administrator Tom Short reported on the following: recent recovery efforts by the Police and Fire Departments, golf course usage, economic development at Myers Park, status of the ARPA funds, upcoming retirement of the Chamber of Commerce Director Mark Elliff, work on the upcoming taxi audit, a meeting with the chair of the McCune Brooks Trust, a Region M board meeting, the Personnel Hearing for Jeff Steffan, a CEDC meeting, correspondence with Spencer Fane, a meeting with Jackie Boyer regarding landscaping in the new roundabout, and future redistricting as a result of the census.

The Committee on Claims filed a report in the amount of \$1,249,992.94 against the following funds: General Revenue \$239,574.91, Public Health \$139,706.55, Parks/Stormwater \$16,721.37, Fire Protection \$31,976.44, Golf \$5,867.94, Capital Improvements \$597,502.70, Parks & Recreation \$53.52, and Payroll \$218,589.51. Ms. Otero made a motion, seconded by Mr. Barlow to accept the report and allow the claims. Motion carried.

Under new business, C.B. 21-35 – An Ordinance authorizing the Mayor to enter into a Cooperative Agreement with the Missouri Department of Conservation for operations at Kellogg Lake Park first reading with no action taken.

Mr. Diggs made a motion, seconded by Mr. Topete, to approve the mayor's re-appointment of Michael Miller to the Care Leave Committee until August 2023, the reappointment of Pat Goff to the Personnel Appeals Board until August 2025, the re-

appointment of Noah Smith to the Carthage Tree Board until August 2024 the appointment of Seth Thompson as Liaison to the Vision Carthage Board, and the appointment of Ceri Otero, Seth Thompson, Greg Dagnan, Zeb Carney, Stephanie Howard and Tom Short to the Economic Development Committee until July 2022. Motion carried.

Closing Comments: Mr. Snow encouraged everyone to vote, Mr. Barlow thanked those that worked the July 4 celebration, and Mr. Topete discussed the Hispanic Heritage Day to be held September 25 with food trucks featuring Mexican, Guatemalan, and Salvadorian food.

Mr. Diggs made a motion, seconded by Mr. Snow, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 7:04 p.m.

Dan Rife, Mayor

Traci Cox, City Clerk

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July 13, 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 Captain Bill Hawkins led the flag salute.

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

The following Department Heads were present: Captain Bill Hawkins, Fire Chief Roger Williams, Public Works Director Zeb Carney, Parks and Recreation Director Mark Peterson and City Clerk Traci Cox.

Mr. Daugherty made a motion, seconded by Mr. Topete, to approve the minutes of the June 22, 2021 Council Meeting. Motion carried unanimously.

During Citizen's Participation Period: Peggy Ascherman, 734 Belle Air, was present to discuss a vicious dog in her neighborhood and requested the city code be upheld for removal of the vicious dog.

Mr. Snow reported the Budget Ways & Means Committee met on July 12. Mr. Snow made a motion, seconded by Mr. Topete, to accept the recommendation of the Use Tax Committee by designating funds received from the Use Tax to the General Revenue Fund with revenues from the first three years to be allocated 40% Parks, 30% Public Safety and 30% Infrastructure. The Use Tax Committee will act as an educational committee and distribute information to the public. Mr. Armstrong made a motion, seconded by Mr. Daugherty, to amend the motion to allocate 50% to Public Services and 50% to Public Works. Motion failed 2-6. Original motion by Mr. Snow passed 5-3. The contract with CivicPlus was forwarded to Council and needs to be in place by January 1, 2022. Resolution 1935 amending the budget was approved and forwarded to Council. Resolution 1934 approving a Letter of Engagement with Joe Lauber for social media training was approved and forwarded to Council.

Ms. Otero reported the Committee on Insurance, Audit and Claims met on this date and approved the claims. Resolution 1936 was approved and forwarded to Council.

Mr. Snow reported that the Public Safety Committee is between meetings. The next meeting is scheduled for July 19.

Mr. Topete reported that the Public Services Committee is between meetings with the next meeting scheduled for July 20

Mr. Armstrong reported the Public Works Committee scheduled for July 6 was cancelled.

Mayor Rife reported on relocation of some offices at City Hall.

During reports of Council Members, Ms. Otero discussed the Use Tax Committee's effort to get information out to citizens, Mr. Snow discussed a flyer that has been designed by the Use Tax Committee, Mr. Diggs thanked staff at CWEP for their recent assistance, Mr. Armstrong commented on his disapproval of the Use Tax Committee, Mr. Daugherty commented that he was for the Use Tax but expressed his concern that the Use Tax Committee was walking a fine line of staying within the parameters of being an educational only committee.

City Attorney Nate Dally reported the courthouse remodel should be completed by September.

Parks and Recreation Director Mark Peterson reported the 4th of July celebration was successful, discussed the CivicPlus contract and reported on LIME scooter usage.

City Administrator Tom Short reported on the following: the Social Media Policy, an MML Policy Committee meeting, MoDOT is re-evaluating the cost share grant, a proposal for property in Myers Park, a meeting of the Personnel Appeals Board, financials, a budget adjustment, formation of an Incident Response Team, Social Media Policy training scheduled for August 11, sales tax revenues, and an upcoming MML Regional meeting.

The Committee on Claims filed a report in the amount of \$853,036.21 against the following funds: General Revenue \$285,540.96, Public Health \$8,871.74, Lodging \$11,399.41, Civic Enhancement \$556.72, Public Safety \$4,100.00, Parks/Stormwater \$56,518.46, Inmate Security Fund \$209.00, Fire Protection \$1,089.87, Golf \$23,700.49, Capital Improvements \$20,937.50, Myers Park \$11,266.04, Public Facilities \$3,791.50, Library \$25,000 and Payroll \$400,054.52. Ms. Otero made a motion, seconded by Mr. Daugherty to accept the report and allow the claims. Motion carried.

Under old business, C.B. 21-33 – An Ordinance to amend Section 505 Family and Medical Leave Policy (01-10) of the Personnel Policy Manual of the City of Carthage was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Armstrong, Daugherty, Diggs, Harrison, Otero, Snow, Topete and West. The Council Bill was approved and numbered Ordinance 21-34.

Under new business, C.B. 21-34 – An Ordinance authorizing the Mayor to execute a Master Service Agreement, and Statement of Work (SOW) for CivicEngage (a "Government Website by CIVIC PLUS"), with CIVIC PLUS, 302 South 4th Street, Suite 500, Manhattan, Kansas 66502 was placed on first reading with no action taken.

Mr. Snow made a motion, seconded by Mr. Topete, to follow the emergency protocol and advance Council Bill 21-34 to the second reading. Mr. Armstrong called Point of Order. Mr. Snow repealed his motion. Mr. Snow made a motion, seconded by Mr. Topete, to suspend the rules and advance Council Bill 21-34 to the second reading. Motion carried.

C.B. 21-34 – An Ordinance authorizing the Mayor to execute a Master Service Agreement, and Statement of Work (SOW) for CivicEngage (a “Government Website by CIVIC PLUS”), with CIVIC PLUS, 302 South 4th Street, Suite 500, Manhattan, Kansas 66502 was placed on second reading followed by a roll call vote of 8 yeas and 0 nays. Ayes: Armstrong, Daugherty, Diggs, Harrison, Otero, Snow, Topete and West. The Council Bill was approved and numbered Ordinance 21-35.

Mr. Daugherty made a motion, seconded by Mr. Topete, to approve the Mayor’s re-appointment of Sandy Swingle, Miriam Putnam, and Donna Maggard to the Library Board until July 2024. Motion carried.

Mr. Daugherty made a motion, seconded by Ms. Harrison, to approve the mayor’s appointment of Kyle Catron to the Personnel Appeals Board. Motion carried.

Mr. Snow made a motion, seconded by Mr. Diggs, to approve the mayor’s appointment of James Woody to the Police & Fire Pension Committee until July 2023. Motion carried.

Mr. Daugherty made a motion, seconded by Ms. Otero, to approve Resolution 1933 - A Resolution of the City Council of the City of Carthage, Missouri formalizing a policy regarding the conditions, procedures and processes associated with the City’s use of social networking and media. Resolution 1933 was adopted by a roll call vote of 8 yeas and 0 nays. Ayes: Armstrong, Daugherty, Diggs, Harrison, Otero, Snow, Topete and West.

Mr. Snow made a motion, seconded by Mr. Daugherty, to approve Resolution 1934 – A Resolution authorizing the Mayor to sign a Letter of Engagement for Professional Legal Services with Lauber Municipal Law, LLC for the purpose of creating and conducting social media training for the City. Resolution 1934 was adopted by a roll call vote of 8 yeas and 0 nays. Ayes: Armstrong, Daugherty, Diggs, Harrison, Otero, Snow, Topete and West.

Mr. Daugherty made a motion, seconded by Mr. Topete, to approve Resolution 1935 – A Resolution providing authorization of appropriation of funds from the Annual Operating and Capital Budget of the City of Carthage, Missouri. Resolution 1935 was adopted by a roll call vote of 8 yeas and 0 nays. Ayes: Armstrong, Daugherty, Diggs, Harrison, Otero, Snow, Topete and West.

Ms. Otero made a motion, seconded by Mr. Daugherty, to approve Resolution 1936 – A Resolution providing for the formal acceptance of a donation to the City of Carthage’s Police Department by the City Council of the City of Carthage, Missouri pursuant to City Policy. Resolution 1936 was adopted by a roll call vote of 8 yeas and 0 nays. Ayes: Armstrong, Daugherty, Diggs, Harrison, Otero, Snow, Topete and West.

Closing Comments: Mr. Snow thanked the departments that worked the 4th of July event and reported on discussions for additional funding for future events.

Ms. Otero made a motion, seconded by Mr. Daugherty, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 7:40 p.m.

Dan Rife, Mayor

Traci Cox, City Clerk

***PRESENTATIONS/
PROCLAMATIONS***

***PUBLIC
HEARINGS***

***OLD
BUSINESS***

***NEW
BUSINESS***

COUNCIL BILL NO. 21-35

ORDINANCE NO. _____

An Ordinance authorizing the Mayor to enter into a Cooperative Agreement with the Missouri Department of Conservation for operations at Kellogg Lake Park.

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

SECTION I: The Mayor of the City of Carthage is hereby authorized to enter into a Cooperative Agreement with the Missouri Department of Conservation for operations at Kellogg Lake Park, a copy of which Agreement is attached hereto and incorporated herein as if set out in full.

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

PASSED AND APPROVED THIS _____ DAY OF _____, 2021.

Dan Rife, Mayor

ATTEST:

Traci Cox, City Clerk

Sponsored by: Public Services Committee

**AGREEMENT BETWEEN THE
CITY OF CARTHAGE
AND THE
MISSOURI DEPARTMENT OF CONSERVATION**

THIS AGREEMENT is to implement the MISSOURI DEPARTMENT OF CONSERVATION COMMUNITY ASSISTANCE PROGRAM, and is made and entered into _____ day of _____ 20____, by and between the CITY OF CARTHAGE (City) and the MISSOURI DEPARTMENT OF CONSERVATION (Department).

WHEREAS, the City owns a tract of land in Jasper County with a 20-acre lake known as Kellogg Lake that is used by the City for recreation and angling, and is referred to here as the "Area" and is described in attached Exhibit A; and

WHEREAS, the City and Department entered into a Community Assistance Program Agreement on May 27, 2014 for the Area which is hereby superseded and replaced; and

WHEREAS, the Department and City realize the importance and need for close-to-home fishing and associated outdoor activities; and

WHEREAS, the Department and City wish to take advantage of the qualities of this Area and maximize the recreational values associated with its proper management and use.

NOW, THEREFORE, in consideration of the mutual covenants of the parties contained herein, the parties hereto do mutually agree as follows:

- 1. CITY RESPONSIBILITIES:** The City agrees to:
 - A. Allow free public access and full use of the Area for fishing and related recreational activities by the general public consistent with the Wildlife Code of Missouri and during hours established by mutual agreement of the City and the Department.
 - B. Provide Area maintenance as specified in attached Exhibit B.
 - C. Monitor the condition of the Area's facilities and take actions necessary to ensure that they are clean, safe and usable, including but not limited to closing facilities to public access until any dangerous conditions that may have arisen have been corrected.
 - D. Provide adequate law enforcement and protective services, as much as City jurisdiction permits, for the safety and well-being of the Area's users and facilities.

- E. Give proper recognition to the Department in all brochures, advertisements or other publications concerning the Area.
- F. Prohibit fish stocking other than that recommended in writing by a Department fisheries management biologist.
- G. Manage its property within the watershed of Kellogg Lake to maintain the lake's good water quality, and take no actions that will lead to the deterioration of the lake's water quality, habitat or aquatic community.
- H. Comply with all local, state, and federal laws and regulations related to the performance of this Agreement to the extent that the same may be applicable to the City. The City agrees to assume all risks associated with the activities performed under this Agreement. Nothing in this Agreement shall constitute a waiver of sovereign immunity.
- I. Pump water into Kellogg Lake from Spring River or other permitted sources, as needed, to maintain a water level that will sustain healthy fish populations and public fishing throughout the year. However, pumping from Spring River or floodplain wells that draw water from the river shall cease immediately if the river's instantaneous discharge falls below 5.0 cubic feet per second as determined at the Carthage, MO or LaRussell, MO gauging stations.

2. DEPARTMENT RESPONSIBILITIES. The Department agrees to:

- A. Prepare and provide a general management plan for the fishery resources of the lake.
- B. Provide periodic fish community surveys and analysis, and manage the fishery through proper regulations, fish stocking, manipulation of the fish population and other fisheries management actions as determined by the Department.
- C. Enact and enforce appropriate fishing rules and regulations, and assist the City in enforcing the laws of the State of Missouri and the Wildlife Code of Missouri.
- D. Provide and maintain informational and entrance signs recognizing the City and the Department for their roles in this cooperative project.

3. JOINT RESPONSIBILITIES AND ACKNOWLEDGEMENTS. Both parties agree that:

- A. This Agreement is for the purpose of capitalizing on the value of the Area for public fishing and related outdoor activities.
- B. The Department may fund its obligations under this Agreement with any combination of state and federal monies.

- C. The required fishing permit as defined by the Wildlife Code of Missouri and the effective regulations pertaining to the taking of fish and use of the Area will be jointly publicized whenever possible.
- D. This Agreement shall become effective upon execution by both parties. It shall expire twenty-five years from the effective date; provided, however, that it shall renew automatically for successive terms of one year each if neither party has advised the other in writing of its intention to terminate the same at least one hundred and twenty days prior to any applicable termination date.
- E. This Agreement may be amended as desired by the mutual written agreement of the parties hereto.

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

**MISSOURI DEPARTMENT OF
CONSERVATION**

FISHERIES SECTION CHIEF

CITY OF CARTHAGE

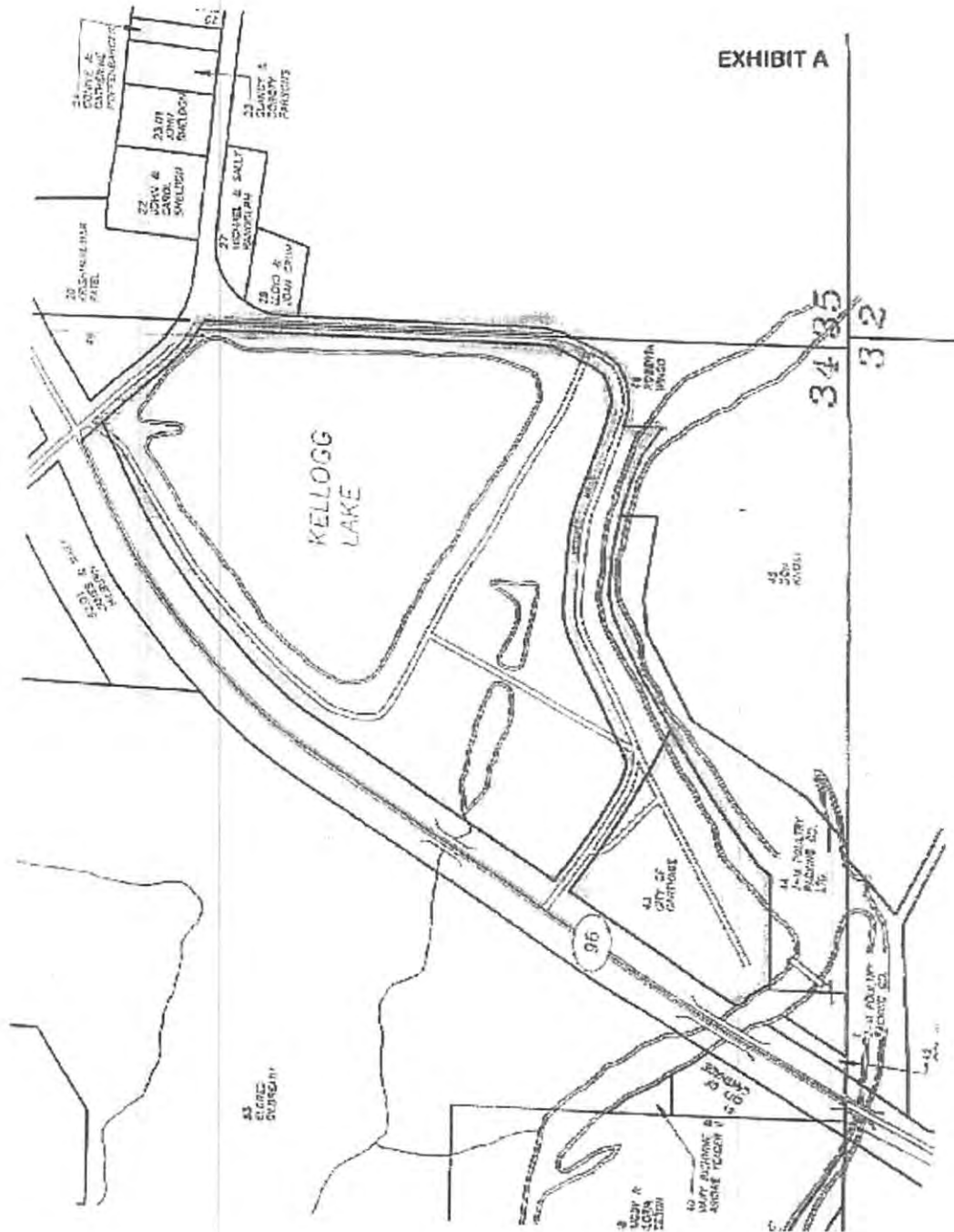
MAYOR

Attest:

City Clerk

CITY MANAGER

EXHIBIT A



Corporation Warranty Deed 1172 989

This Indenture, Made on the 15th day of January, A. D. One Thousand Nine Hundred and Twenty-Six by and between
 SHORTTOWN'S IMPROVED MODEL CORPORATION, INC.,
 a corporation duly organized under the laws of the State of MISSOURI, of the County of Jackson, State of Missouri, party of the first part, and
 THE CITY OF CARROLL, JACKSON COUNTY, MISSOURI, A MUNICIPAL CORPORATION,
 of the County of Jackson, State of Missouri, party of the second part.

(Mailing address of said first named party is Carroll, Missouri.)
 WITNESSETH: THAT SAID PARTY OF THE FIRST PART, in consideration of the sum of DOLLARS, and other good and valuable considerations,
 to it in hand paid by the said party of the second part, the receipt of which is hereby acknowledged,
 does by these presents, GRANT, BARGAIN AND SELL, CONVEY AND CONSTITUTE unto the said party of the second part, its successors and assigns, the following described lots, parts or parcels of land, lying, being and situate in the County of Jackson, State of Missouri:

Specific: All beginning at the intersection of a line perpendicular to tangent to curve of tangent Sta. 9+00.00, with the South line of above described right of way, and 150.0 feet on the left of above described centerline of survey; thence Southwesterly along said line perpendicular to tangent, and along the centerline line of above described right of way for a distance of approximately 175.0 feet to the Northerly right of way line of present highway route 66; thence Northerly and Westerly along the said E. right of way line of present highway route 66 to the intersection with the South right of way line of highway route 66; thence along the South right of way line of highway route 66 Alternately to the intersection with the said line of above described right of way, 150.0 feet on the left of above described centerline of above described right of way, 150.0 feet on the left of above described centerline of above described right of way to place of beginning, containing 25.00 acres, all being in Section Twenty-four (24), Township Twenty-nine (29), Range Twenty-one (21).

See map attached

TO HAVE AND TO HOLD, The premises aforesaid, with all and singular the rights, privileges, appurtenances and immunities thereto belonging or in anywise appertaining, unto the said party of the second part and unto its successors heirs and assigns forever, the said Shorttown's Improved Model Corporation, Inc.,

hereby covenanting that it is lawfully seized of an indefeasible estate in fee in the premises herein conveyed; that it has good right to convey the same; that the said premises are free and clear from any incumbrance than or suffered by it or them under whom it claims; and that

Shorttown's Improved Model Corporation, Inc.,

will warrant and defend the title of the said premises unto the said party of the second part and unto its successors heirs and assigns forever, against the lawful claims and demands of all persons whomsoever.

IN WITNESS WHEREOF, The said party of the first part has caused these presents to be signed by its President and attested by its Secretary, and the corporate seal to be hereto attached, this day and year first above written.

Secretary.

By _____
 President.

SEAL

1763

Warranty Deed

FROM

TO

Filed for record this _____ day
of March A.D. 1924
at _____ o'clock, 25 minutes, 3 P.M.

Recorded in Book _____ at Page _____

Virginia D. Adams
Recorder.

By _____ Deputy.

Recorder's Fee, \$ _____



IN WITNESS WHEREOF, I have hereunto set my hand and official seal at my office in _____
County, State of Missouri, this _____ day of _____, 1924.
Notary Public within and for said County and State

STATE OF _____ MISSOURI COMMISSION EXPIRES FEB 11 1925
COUNTY OF _____
before me, appeared _____
to me personally known, who being by me duly sworn, that say that he is the President of _____
a corporation, and that the seal affixed to the foregoing instrument is the corporate seal of said corporation
and that said instrument was signed and sealed in behalf of said corporation by authority of its Board of
Directors, and said _____
acknowledged said instrument to be the free act and deed of said corporation.

1622-727

DEED

This Indenture executed by the State Highway Commission of Missouri, herein called "Grantor", and the City of Carthage, Missouri, a municipal corporation, herein called "Grantee":

In return for the considerations hereinafter set out, Grantor does hereby convey to Grantee the following described real property situated in Jasper County, Missouri:

All that part of the SE $\frac{1}{4}$ of Section 34, Township 29 North, Range 31, Jasper County, Missouri, described as follows:

Beginning at a point 160 feet right of surveyed centerline Station 571/35 of Highway Route 66 as now constructed, said point being 248 feet north and 478 feet east of the southwest corner of the SE $\frac{1}{4}$ of said Section 34, thence north 10° 22' east a distance of 1337.9 feet to point of curve, thence on a curve to the right with a radius of 2704.93 feet and being 166 feet from and parallel to the centerline of highway, a distance of 282 feet, thence south 69° 12' east a distance of 1150 feet, more or less, to east line of said Section 34 and in the southerly right-of-way line of old Route 66, thence in a westerly direction along said southerly right-of-way line of old Route 66 to the right bank of Spring River, thence in a west and northerly direction along said right bank of Spring River to the point of beginning, containing 24 acres, more or less.

Grantor has heretofore constructed approaches from the property herein conveyed to the state route known as old Route 66, and Grantor expressly retains all abutters' rights of access between the property herein conveyed and Grantor's adjacent highways. No entrance will be granted to Route 66, and Grantee shall construct additional entrances to said old Route 66 only after obtaining a permit to do so from Grantor.

1002-723

Grantor further reserves the right, in the event future necessity should require, to widen its abutting state highways, taking so much of the land herein described as may be required for such widening purposes, as may be shown by plans approved by Grantor for such future construction projects, and Grantor shall not be required to pay any sum to Grantee by reason of the taking of such additional right-of-way from the land described herein for highway purposes.

In the event Grantee shall have erected improvements within such additional required right-of-way, then Grantor will pay the actual relocation cost of such improvements or the then market value of same, whichever is the lesser.

In the event of the failure of Grantee to maintain said area for public and roadside park uses, then same shall immediately revert to Grantor in its entirety.

This conveyance is subject to a lease to Department of Protective League of Carthage, Missouri, Inc., a corporation, and shall be effective only upon termination of such lease as provided by its terms.

Grant and its heirs, assigns and assigns forever for use for public or other public purposes.

Witness my hand and seal of the County of Jefferson State of Missouri on the 29th day of August 1947.

WITNESSES:

ATTEST:
James H. Kinsley
Notary Public

APPROVED AND FORWARDED:
John H. Kinsley
City Clerk

ATTEST:
John H. Kinsley
City Clerk

Walter J. Kinsley
Grantee

WITNESSES:
John H. Kinsley
City Clerk

STATE OF MISSOURI }
COUNTY OF COLE } SS.

On this 12 day of August, 1963, before me personally appeared Fred L. Henley, to me known, who, by me being duly sworn, did say that he is the Chairman of the State Highway Commission of Missouri and the seal affixed to the foregoing instrument is the official seal of said Commission and that said instrument was signed and sealed in behalf of said Commission by authority of the State Highway Commission, and said Fred L. Henley acknowledged said instrument to be the free act and deed of said Commission.

In Testimony Whereof, I have hereunto set my hand and affixed my official seal, at my office in Cole County, the day and year first above written.

My commission expires Aug 14 1967.

[Signature]
Notary Public

STATE OF MISSOURI }
COUNTY OF JASPER } SS.

On this 22 day of August, 1963, before me appeared James H. Henderson, to me personally known, who, being by me duly sworn, did say that he is the Mayor of the City of Carthage, Missouri, and the seal affixed to the foregoing instrument is the corporate seal of said City and that said instrument was signed and sealed in behalf of said City by authority of the City Council, and said James H. Henderson acknowledged said instrument to be the free act and deed of said City.

In Testimony Whereof, I have hereunto set my hand and affixed my official seal, in my office in Jasper County, the day and year first above written.

My commission expires Aug 14 1965.

FILED FOR RECORD

AT 3 JUN 25 1963

CLERK

[Signature]
Recorder

[Signature]
Notary Public

EXHIBIT B

AREA MAINTENANCE STANDARDS

The City agrees to provide routine maintenance of the Area and facilities sufficient to keep the public use facilities in a clean, safe and usable condition. In accomplishment of this, the City agrees to:

- 1) Provide routine cleaning of the boat ramp.
- 2) Clean up trash and litter at least once each week from May 1st through September 15th, and as needed during the rest of the year.
- 3) Mow grass within 10 feet of roads, parking lots, and other public use facilities often enough to ensure that it does not exceed a height of 6 inches; and mow a 20-foot semi-circle around the cantilever directional sign (if provided) often enough to ensure that vegetation does not obstruct the visibility of the sign from both directions.
- 4) Control grass on roads and parking areas and around traffic control barriers (if present).
- 5) Provide and install rock (rip rap), as needed, to maintain any protective rocked slopes or banks in the vicinity of the provided facilities.
- 6) Maintain asphalt roads and parking areas according to American Association of State Highway and Transportation Officials (AASHTO) standards. Routine preventative maintenance shall include the regular application of asphalt seal-coats to prevent or delay costly corrective measures. Any cracks larger than 0.5 inches shall be filled with a crack sealer, prior to the application of a seal-coat. A slurry seal coat, which is a mixture of quick setting asphalt emulsion, fine aggregate, mineral filler, additive, and water shall be applied to the surface once every five years. In places where cracks are more severe, but limited to specific areas of pumping subgrade (resulting in potholes, tire tread lanes, etc.), the old asphalt shall be removed, and any soft pumping subgrade shall be excavated and replaced with a sufficient depth of clean aggregate to stabilize the subgrade prior to asphalt replacement.
- 7) Provide the normal, routine maintenance of Area roads, parking lots, boat ramp, fishing berm, sidewalks, pavillion and any other facilities needed to keep these items fully functional and to present a positive image of the City and Department to the public.

***MAYOR'S
APPOINTMENTS***

Mayor's Appointments

July & August 2021

Care Leave Committee 2 Year Term – 7 Members – Meets on Call

<u>NAME</u>	<u>PHONE</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
Michael Miller	237-7000	326 Grant St	08/08/2017	Aug-23

Personnel Appeals Board 4 Year Term – 4 Members – Meets on Call

<u>NAME</u>	<u>PHONE</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
Pat Goff	358-8875	1163 S. Grand	08/13/2013	Aug-25

Carthage Tree Board 3 Year Term – 5 Members – Meets on Call

<u>NAME</u>	<u>PHONE</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
Noah Smith	388-3763	1512 E. Chestnut	08/28/2018	Aug-24

Vision Carthage Board liason

<u>NAME</u>	<u>PHONE</u>	<u>ADDRESS</u>	<u>APPOINTED</u>
Seth Thompson	483-6383	1344 S. Main	07/27/2021

Economic Development Committee – Meets on Call

<u>NAME</u>	<u>PHONE</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXIPRES</u>
Ceri Otero	438-5395	1149 S. Main	07/27/2021	July-22
Seth Thompson	483-6383	1344 S. Main	07/27/2021	July-22
Greg Dagnan	237-7000	326 Grant	07/27/2021	July-22
Zeb Carney	237-7010	623 E. 7th	07/27/2021	July-22
Stephanie Howard	237-7300	627 W. Centennial	07/27/2021	July-22
Tom Short	237-7000	326 Grant	07/22/2021	July-22

RESOLUTIONS

***MINUTES
STANDING
COMMITTEES***

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS
TUESDAY, JULY 13, 2021
5:00 p.m.

COMMITTEE MEMBERS PRESENT: Ceri Otero, David Armstrong, Craig Diggs and Robin Harrison.

OTHER COUNCIL MEMBERS: Mayor Dan Rife

OTHERS PRESENT: City Administrator Tom Short, City Clerk Traci Cox, Assistant City Administrator Greg Dagnan, Captain Bill Hawkins and Abi Almandinger.

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

OLD BUSINESS:

3. **Approval of minutes from previous meeting:** On a motion by Mr. Armstrong, the minutes of the June 22, 2021 meeting were approved 4-0.
4. **Review and approval of the Claims Report:** The Committee discussed items regarding the Claims Report. Mr. Diggs moved to approve the claims. Motion carried 4-0.

NEW BUSINESS:

3. **Consider and Discuss Resolution for acceptance of donation from Ozarks Drug Enforcement Team.**

Mr. Dagnan explained the grant was to cover additional wages for Chad Allison who is the Task Force Commander. The grant is for \$600 per month and covers both salary and benefits for Mr. Allison. The City will not be out any additional expenses as a result of the donation, and the additional salary will be paid as long as ODET continues the donation. Mr. Diggs moved to send Resolution 1936 accepting the donation to council for approval. Motion carried 3-0.

4. **Staff Reports:**

ADJOURNMENT: Ms. Harrison made a motion to adjourn at 5:14 PM. Motion carried 4-0.

Traci Cox

City of Carthage



Public Safety Committee – Minutes

Meeting Date July 19, 2021

Meeting Location: Zoom meeting

Call to Order: Chairman Barlow

Time Called to Order: 5:30pm

Attendance:

Chairman Barlow, Councilman Harrison, Councilman Snow, Councilman Thompson, Greg Dagnan, Chief Williams, Morgan Housh, Abi Almandinger, Ceri Otero, Captain Hawkins, Jude Champagne, Mandy Butler

OLD BUSINESS

1. Councilman Snow made the motion to accept the minutes from the previous meeting as written. Motion passed.

CITIZEN PARTICIPATION

1. Leo Juarez from Ministerios El Jordan did not attend the meeting. No action was taken.
2. Jude Champagne spoke with the committee on street closures for a Celebration Day. He is requesting the 800 block of Main Street to be closed from 8:00am to 1:30pm on August 29th for the Church's Celebration Day. Councilman Snow made a motion to close the 800 block of Main Street on August 29th from 8:00am-1:30pm for the Church. Motion passed.
3. Jude Champagne spoke with the committee on the 2021 Rallye in the Park event & Run. The event will be held on September 19th. This event will be the same as years past. For the run, First Christian Church is requesting the closure of the 800 block of Main Street between Chestnut & 9th Street and the block of 9th Street between Main Street & Lyon from 7am to 3pm and the block of Chestnut between Main & Lyon from 12pm to 3pm. In addition to closures of these blocks, they are also requesting permission to back vehicles into parking spaces on Chestnut in the closed areas. In the event of inclement weather, they are requesting the closings of the 800 block of Main between the main building & the Lighthouse building from 7:00am to 3:00pm, 9th Street between Main & Lyon from 7:00am to 3:00pm. In addition, Chestnut Street between Lyon & Main from noon to 3:00pm. The community event begins at 7:30am to 3:00pm. Councilman Snow made a motion to close the requested streets as years past and allow vehicles to back into parking spaces. Motion passed.
4. Mandy Butler spoke with the committee on street closures for a Back to School Bash that Ciao Bella Boutique would be holding. They are requesting 100th block of 4th street to be closed on August 21st from 9:30am to 3:30pm. They will be having bounce houses, a teddy bear mobile, shaved ice truck out in the street. Councilman Snow suggested that they close all of 4th Street from Main to Lyon. Councilman Harrison made a motion to close 4th Street from Main to Lyon on August 21st from 9:30am to 3:30pm for the Back to School bash. Motion passed.

***Persons with disabilities who need special assistance – please contact the
Fire Department at 417-237-7100, or the Police Department at 417-237-7200
at least 24 hours prior to the meeting.***

5. Abi Almandinger spoke with the committee on the Holiday event "Hometown Holidays" that will be taking place in November and December. This event will be held for 45 days starting November 18, 2021 at 8:00am to January 4, 2022 at 5:00pm. This event will have giant inflatables, synthetic ice skating surface, as well as the light tunnel that had been discussed in previous meetings. She is requesting to close 5th street between Grant and Main during this time frame, Utilizing city public parking lots at 5th & Grant and 6th & Main also during this time frame, and also allowing the temporary light tunnel. Councilman Snow made a motion to close down 5th Street between Grant and Main also utilize the 2 city parking lots from November 18, 2021 at 8:00am to January 4, 2022 at 5:00pm. Motion passed. Councilman Snow also made a motion to approve the temporary light tunnel located on the South side of the Square as discussed in previous meetings from November 18, 2021 to January 4, 2022. Motion passed.

NEW BUSINESS

1. Captain Hawkins spoke with the committee on closing the Square for the Sheriff's Office Car Show on Saturday October 2, 2021. He is requesting the inside parking spots of the West, South, and East sides of Square be closed from 5:00pm to 9:30pm to benefit Shop with a Deputy. Councilman Thompson made a motion to close the inside parking spots of the West, South, and East sides of the Square on October 2 from 5:00pm to 9:30pm. Councilman Snow made a motion to amend the motion to close all sides of the Square on October 2, from 5:00pm to 9:30. Motion passed.
2. Staff Reports:
 - a. Fire Department
 - i. The CFD is having some vehicle maintenance problems with its fleet
 - ii. The CFD has been to multiple water rescues at the dam in Kellogg Lake Park in the last week.
 - iii. Chief Williams is continuing to work on closed session items.
 - iv. Chief Williams gave a COVID-19 update
 - v. Chief Williams gave a staff update
 - b. Police Department
 - i. Captain Hawkins gave a staff update

Councilman Snow made a motion to adjourn. Motion passed.

Next Meeting Date: August 16, 2021

Next Meeting Location: City Hall Council Chambers

Persons with disabilities who need special assistance – please contact the Fire Department at 417-237-7100, or the Police Department at 417-237-7200 at least 24 hours prior to the meeting.

PUBLIC SERVICES COMMITTEE

July 20, 2021
City Hall Council Chambers
5:30 pm

Public Services Committee Members Present; Ceri Otero, Juan Topete, Seth Thompson

Members Absent; Mike Daugherty

Staff Present; Greg Dagnan, Mark Peterson, Kailey Williams

Non-Members; Abi Almandinger, Luis Rangel

Meeting was called to order at 5:30 pm.

Old Business:

1. Consider and approve minutes from the previous meeting.
Mrs. Otero made a motion to approve the minutes from the previous meeting.
Motion Passed.

Public Participation

Abi Almandinger, Vision Carthage Executive Director, provided information on Carthage Winterfest. They received a Steadily Grant that will provide funding for Winterfest. The event will be a 37-day event planned to open on Black Friday, lasting through January 1. With the 37-day event, bounce houses, Snowzilla, an ice skating rink, and other attractions will position south of the square. The skating rink will be a 50' x 60' area made from a synthetic spray. This should be a heavily attended new winter opportunity for Carthage and the area. The intent is to drive activity for business on the square. Participants will need to enter Winterfest from the square through the walkway and new light tunnel on the south side of the square.

NEW BUSINESS:

1. **Consider and Discuss Vision Carthage Light Tunnel.**
Due to this item being on the Public Safety Committee Agenda on 7/19/21, there was no discussion. However, this item was approved by the Public Safety Committee.
2. **Consider and Discuss a Request by Luis Rangel, Hispanic Connection, to use Central Park on September 25.**
Luis Rangel, representing Hispanic Connection, presented details about an event hosted on September 25, 2021, in Central Park. The event, Heritage Day, will showcase diverse Hispanic community culture. Groups will share details about their heritage and traditions. Among Carthage residents, we

have a diverse group making our Hispanic community. Mr. Rangel explained that live bands, food trucks, and different vendors would be set up at the Heritage Day event representing cultures from other countries. Logos and banners are in the process of being made for advertisement.

Mrs. Otero motioned to allow the Hispanic Connection group to use Central Park for the Hispanic Connection group event on September 25.

Motion Passed

3. Consider and Discuss Maple Leaf Car Show Agreement with Arrangements for Monster Truck Rides.

Mr. Peterson presented an additional component for the Maple Leaf Car Show event. Wheels of Freedom wants to bring a Monster Truck to Kellogg Lake to give rides to the public. The location of the rides would be in the southwest corner of Kellogg Lake Park. The Maple Leaf Car Show contract will need to be changed to add insurance requirements for the addition of Monster Truck Rides. The Maple Leaf Car Show contract will be updated and presented next month with additional information.

4. Consider and Discuss the Kellogg Lake Community Assistance Program Agreement with the Missouri Department of Conservation.

Missouri Department of Conservation has an agreement with the City of Carthage that is up for renewal. The MDC helps with maintaining the lake and fish habitat.

Mrs. Otero made a motion to accept the agreement with The Missouri Department of Conservation and forward it to the council.

Motion Passed.

STAFF REPORTS

Conservation Department- Mr. Peterson reached out to Rick Horton about the idea of dredging Kellogg Lake or a portion of the lake. We are also looking into a partnership with the potential Precious Moments Park. Laura Ruman, the Fisheries Supervisor for the state, has reached out and will be giving thoughts very soon for both items.

Youth Softball/Youth Baseball- City Leagues have ended. However, Comp teams will be using the fields.

Lime- Rides have been going well. Total trips are up to 3,264 with 1,854 unique riders.

Griggs- Pickleball activity is continuing to increase without programming. Issues with the lights are being addressed.

Here4Carthage- Farmers Market has been doing well. Saturday, they had seven vendors.

Chanti Beckham is continuing to try and bring in more vendors. Community Gardens are at full occupancy. The gardens look great.

Golf Course- Good numbers for June. Rounds were up 16.5% for the fiscal year, with revenue up 13.5%.

Jasper County Youth Fair- The fair went great. A good crowd came out, not as busy as past years—no issues from our end or theirs.

Master Plan- Several items are being completed. Precious Moments Park can be publicly discussed now. We are waiting on a price for the property. Public Engagement meetings are being planned to take place in August. After those meetings, feedback will be evaluated, updates will be made, and a final document of recommendations will be presented to Public Services Committee and City Council. That is being planned for September. The last focus group is set for 7/26.

Meeting adjourned at 6:31 pm.

***MINUTES
SPECIAL
COMMITTEES
AND BOARDS***

***AGENDAS
STANDING
COMMITTEES***

City of Carthage



NOTICE OF MEETING Public Safety Committee – Agenda

July 19, 2021

5:30 p.m.

Carthage City Hall

Zoom meeting

326 Grant, Carthage MO 64836

TENTATIVE AGENDA

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 Morgan Housh (417)237-7100.

All citizen questions/concerns over topics that are to be discussed can be submitted to publicsafety@carthagemo.gov. If you do not have internet access please call Captain Bill Hawkins for questions over agenda topic at (417)237-7200.

If you would like to listen to the meeting please call by telephone #346-248-7799. You will have to enter the ID# 826 0824 3559 with a password of 035143. This will allow you to listen to the meeting.

OLD BUSINESS

1. Consideration and approval of minutes from previous meeting.

CITIZEN PARTICIPATION

1. Consider and discuss mobile loud speaker service – Leo Juarez Ministerios El Jordan
2. Consider and discuss Rallye in the Park – Jude Champagne
3. Consider and discuss street closure for special one roof service – Jude Champagne
4. Consider and discuss street closure for Ciao Bella Boutique event – Mandy Butler
5. Consider and discuss Hometown Christmas Event – Abi Almandinger

NEW BUSINESS

1. Consider and discuss Jasper County Sheriff's Car Show
2. Staff reports
 - Fire Department
 - Police Department

ADJOURNMENT

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

POSTED: _____

BY: _____

-NOTICE OF MEETING-
Public Services Committee Tuesday July 20th, 2021
5:30 P.M.
Carthage City Hall, Council Chambers
326 Grant, Carthage MO 64836

AGENDA

Old Business

1. Consider and approve minutes from the previous meeting.

Citizens Participation (Citizens wishing to address the Council or Committee should notify the City in advance and provide the item they want to address in written format at least 24 hours before the meeting. Please call Kailey Williams at the Parks & Recreation office at 417-237-7035.

1. Abi Almandinger, Vison Carthage – Carthage Winterfest Details.

New Business

1. Consider and Discuss Vision Carthage Light Tunnel.
2. Consider and Discuss a Request by Luis Rangel, Hispanic Connection, for Use of Central Park on September 25th.
3. Consider and Discuss Maple Leaf Car Show Agreement with Arrangements for Monster Truck Rides.
4. Consider and Discuss the Kellogg Lake Community Assistance Program Agreement with Missouri Department of Conservation.

Staff Reports

Other Business

ADJOURNMENT

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

Posted: _____

By: _____

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS
July 27, 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. 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 JULY 13, 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
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 JULY 9, 2021 AT 4:00 P.M.

(RSMO 610.020)

John Bartosh
Presiding Commissioner

Tom Flanigan
Eastern District Commissioner

Darieux K. Adams
Western District Commissioner

JASPER COUNTY COMMISSION



302 S. Main ST
Carthage, MO 64836

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

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

COMMISSION AGENDA

JULY 20, 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
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 JULY 16, 2021 AT 4:00 P.M.

(RSMO 610.020)



AGENDA

Notice is hereby given that the Carthage Water & Electric Plant Board will meet July 22, 2021, 4:00 p.m. at the CWEP Complex, 627 W. Centennial, Carthage. The tentative agenda of the regular meeting includes:

ADDITIONS TO THE AGENDA

APPROVAL OF THE BOARD MINUTES: May 2021

APPROVAL OF DISBURSEMENTS: May \$6,247,834.01

FINANCIAL STATEMENT: May

COMMITTEE REPORTS

CITIZENS PARTICIPATION PERIOD:

OLD BUSINESS: None.

NEW BUSINESS:

1. Recommendation for the Purchase of Water Treatment Chemicals
2. Recommendation for the installation services of an Access Control Platform System
3. Approval of the Economic Development Strategic Plan Proposal
4. Central Park Lights Discussion

STAFF REPORTS

BOARD MEMBER COMMENTS

The tentative agenda of this meeting also includes a vote to close part of this meeting pursuant to Section 610.021(3) of the Sunshine Law.

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

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

CITY OF CARTHAGE

Planning, Zoning, and Historic
Preservation Commission

AGENDA

Date of Meeting: 8/2/2021

Place: City Hall Chambers
326 Grant St.

Time: 5:30 pm



To Consider the following items:

1. Requested by: D Kim Lingle / MBL Development Co

Request type: Annexation

Project Location: Fir Rd and Chapel Rd. (Legal: All of the East one-fourth (E ¼) of the Southwest Quarter (SW ¼) of the Southeast Quarter (SE ¼), Except the North One-Half thereof, in Section 17, Township 28, Range 31, Jasper County, Missouri.)

Reason for Hearing: Request for the annexation of property located at Fir Rd and Chapel Rd

2. Requested by: D Kim Lingle / MBL Development Co

Request type: ReZoning

Project Location: Fir Rd and Chapel Rd. (Legal: All of the East one-fourth (E ¼) of the Southwest Quarter (SW ¼) of the Southeast Quarter (SE ¼), Except the North One-Half thereof, in Section 17, Township 28, Range 31, Jasper County, Missouri.)

Reason for Hearing: Request (contingent upon annexation request approval) to rezone property from 'A' First Dwelling to 'C' Apartment.

3. Requested by: Chairman Harry Rogers

Request type: Other

Project Location:

Reason for Hearing: Election of Officers

Commission Members

Voting Members:	Chairman	Harry Rogers	1350 S Main St	417-358-4527
	Vice Chairman	Abi Almandinger	1220 S Main	417-793-6589
	Secretary	Bill Barksdale	1314 S Garrison	417-388-2464
	Member	Mark Elliff	1511 Grand	417-358-3613
	Member	Jim Hunter	1514 S River	417-850-5355
	Member	Vacant	Vacant	Vacant
	Member	Jim Swatsenbarg	601 Howard	417-358-1690

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

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



Weekly Update
July 19-23, 2021

This Week's Activities:

- Due to COVID spikes in and around our area, we have made the decision to postpone most of the Route 66 Fest activities until next year. Springfield cancelled their event, and the Division of Tourism is strongly encouraging us to carefully assess our efforts to encourage travel and tourism to "hot spots."
- We are continuing to work with Park and Rec on the Route 66 Golf Tournament.
- On Wednesday we met with reps from local TV and our billboard rep to go over general marketing efforts for the remainder of the quarter.
- On Thursday I also met with a small group who is hoping to develop an area of Myers Park.
- On Thursday I also met with Mark Peterson from Parks and Recreation and Greg Dagnan, Assistant City Administrator to discuss the recently adopted social media policy and to formulate a plan on how and when to implement this policy for our communications efforts for the City. We also talked about some changes that will be helpful to the navigation of the City's current website.
- This week we also worked on ads for Maple Leaf and began formulating that marketing and ad campaign.
- Staff did some heavy spring (summer) cleaning and managed to organize all records and created an impressive filing system.

This Week Wins:

- The final guidance from the Department of Treasury came out this week. I spent a good amount of time going over the 42-page document. I also shared it with Commissioner Bartosh, per his request. We are scheduled to give a formal presentation on the project to the commissioners on Tuesday, August 3rd.
- We saw 19 groups of Route 66 travelers and handed out 26 goodie bags this week.

Next Week's Goals and Priorities:

- Complete formal presentation and operations plan for 8/3 meeting.
- Work with web provider to implement navigation changes to the City's website.
- Wrap up FY 21 grant programs, gather proof of performance for grant reimbursements.

CARTHAGE HUMANE SOCIETY, INC.

FINANCIAL STATEMENTS

APRIL 30, 2021





ACCOUNTANT'S DISCLAIMER REPORT

To Management
Carthage Humane Society, Inc.
13860 Dog Kennel Lane
Carthage, MO 64836

The accompanying financial statements of Carthage Humane Society, Inc. as of and for the month ended April 30, 2021 omit substantially all disclosures. The financial statements were not subjected to an audit, review, or compilation engagement by us and we do not express an opinion, a conclusion, nor provide any assurance on them.

Schmidt Associates, LLC

May 13, 2021



America Counts on CPAs

1105 Industrial Dr. Carthage, MO 64836 * 401 W. 5th St. Ste. 201 Rolla, MO 64836

Carthage Humane Society, Inc.
Balance Sheet - Tax basis
April 30, 2021

Assets

Current Assets

SMB	\$ 68,956.54
Arvest - Payroll	246.41
Arvest - Operating	19,018.41
Petty cash	<u>100.00</u>
Total Current Assets	<u><u>88,321.36</u></u>

Property and Equipment

Land	14,586.95
Building	486,742.82
Improvements	70,132.69
Office furniture and equipment	10,965.26
Machinery and equipment	188,773.74
Less accumulated depreciation	<u>(400,291.23)</u>
Net Property and Equipment	<u><u>370,910.23</u></u>

Total Assets	<u><u>\$ 459,231.59</u></u>
---------------------	-----------------------------

Liabilities and Net Assets

Current Liabilities

Note payable- PPP	<u>\$ 21,200.00</u>
Total Current Liabilities	<u><u>21,200.00</u></u>

Net Assets

Unrestricted net assets	373,551.34
Change in net assets	<u>64,480.25</u>
Total Net Assets	<u><u>438,031.59</u></u>
Total Liabilities and Net Assets	<u><u>\$ 459,231.59</u></u>

Substantially all disclosures ordinarily included in Tax basis financial statements are omitted, and no assurance is provided on these financial statements.

Carthage Humane Society, Inc.
Statements of Revenues, Expenses and Other Changes in Net Assets - Tax basis
For the one month and four months ended April 30, 2021

	2021 Month	% of Income	2021 Year to date	% of Income
Sales				
City of Carthage contract	\$ 0.00	0.00 %	\$ 8,250.00	4.75 %
Jasper County contracts	2,000.00	9.37	4,000.00	2.30
Adoption fees	5,464.15	25.59	25,235.10	14.53
Return to owner fee	1,915.00	8.97	3,515.00	2.02
Surrender fees	1,185.00	5.55	3,900.00	2.25
Product sales	10.00	0.05	211.00	0.12
Cemetery plot	0.00	0.00	0.00	0.00
Donations	5,733.97	26.85	27,875.62	16.05
Noncash Donations	0.00	0.00	6,670.61	3.84
Memorials and bequests	0.00	0.00	250.00	0.14
Grants	0.00	0.00	58,471.45	33.66
PetSmart Charities	600.00	2.81	5,600.00	3.22
Steadley Memorial Trust	3,000.00	14.05	16,764.97	9.65
Frances H Havens Trust	1,052.85	4.93	3,673.36	2.11
Jesse L Bridges Trust	0.00	0.00	7,225.20	4.16
Trust fund receipts-other	0.00	0.00	0.00	0.00
Reimbursement of expenses	391.32	1.83	2,067.70	1.19
	<u>21,352.29</u>	<u>100.00</u>	<u>173,710.01</u>	<u>100.00</u>
Gross Profit	<u>21,352.29</u>	<u>100.00</u>	<u>173,710.01</u>	<u>100.00</u>
Operating Expenses				
Salaries and wages	9,472.54	44.36	43,147.28	24.84
Payroll taxes	<u>899.37</u>	<u>4.21</u>	<u>3,497.66</u>	<u>2.01</u>
Total payroll expenses	<u>10,371.91</u>	<u>48.58</u>	<u>46,644.94</u>	<u>26.85</u>
Advertising	0.00	0.00	34.00	0.02
Auto expense	0.00	0.00	335.60	0.19
Bank charges	157.50	0.74	510.47	0.29
Contract labor	0.00	0.00	0.00	0.00
Dog and cat food	0.00	0.00	6,708.61	3.86
Dues and subscriptions	0.00	0.00	152.00	0.09
Fundraising expense	0.00	0.00	1,940.23	1.12
Insurance	0.00	0.00	7,169.48	4.13
Insurance- vehicle	0.00	0.00	0.00	0.00
Legal and professional	25.00	0.12	3,227.60	1.86
Medication	1,287.96	6.03	8,408.03	4.84
Meals and entertainment	0.00	0.00	241.16	0.14
Medical- Veterinarian	2,302.98	10.79	10,096.14	5.81
Medical- clinic	0.00	0.00	0.00	0.00

Substantially all disclosures ordinarily included in Tax basis financial statements are omitted, and no assurance is provided on these financial statements.

Carthage Humane Society, Inc.
Statements of Revenues, Expenses and Other Changes in Net Assets - Tax basis
For the one month and four months ended April 30, 2021

	2021 Month	% of Income	2021 Year to date	% of Income
Miscellaneous	16.70	0.08	104.31	0.06
Postage & Shipping	0.00	0.00	77.50	0.04
Repairs and maintenance	204.09	0.96	2,573.37	1.48
Supplies- office	103.51	0.48	1,367.96	0.79
Supplies- Cleaning	0.00	0.00	569.78	0.33
Supplies- Vet supplies	0.00	0.00	0.00	0.00
Supplies- Animal Supplies	19.14	0.09	19.14	0.01
Taxes and licenses	0.00	0.00	1,051.72	0.61
Trash svc	105.19	0.49	713.60	0.41
Utilities	1,596.02	7.47	7,477.00	4.30
Depreciation	2,731.35	12.79	9,817.09	5.65
	<u>8,549.44</u>	<u>12.79</u>	<u>62,594.79</u>	<u>5.65</u>
Total operating expenses	<u>18,921.35</u>	<u>88.62</u>	<u>109,239.73</u>	<u>62.89</u>
Net income (loss) from operations	<u>2,430.94</u>	<u>12.79</u>	<u>64,470.28</u>	<u>5.65</u>
Other Income / (Expenses)				
Interest income	<u>2.82</u>	<u>0.01</u>	<u>9.97</u>	<u>0.01</u>
	<u>2.82</u>	<u>0.01</u>	<u>9.97</u>	<u>0.01</u>
Net Income / (Loss)	<u><u>\$ 2,433.76</u></u>	<u><u>11.40</u></u>	<u><u>\$ 64,480.25</u></u>	<u><u>37.12</u></u>

Substantially all disclosures ordinarily included in Tax basis financial statements are omitted, and no assurance is provided on these financial statements.

Supplementary Information

Carthage Humane Society, Inc.
Statements of Income and Net Assets - Tax basis
For the one month and four months ended April 30, 2021

	<u>2021 Month Actual</u>	<u>Monthly Budget</u>	<u>Monthly Variance</u>	<u>2021 Year to date</u>	<u>Year to date Budget</u>	<u>Year to date Variance</u>	<u>Actual as a % of Budget</u>
Revenue							
City of Carthage contract	\$ 0.00	\$ 3,000.00	\$ (3,000.00)	\$ 8,250.00	\$ 11,750.00	\$ (3,500.00)	70.21 %
Jasper County contracts	2,000.00	666.67	1,333.33	4,000.00	2,666.68	1,333.32	150.00
Adoption fees	5,464.15	2,916.67	2,547.48	25,235.10	14,166.68	11,068.42	178.13
Return to owner fee	1,915.00	291.67	1,623.33	3,515.00	1,166.68	2,348.32	301.28
Surrender fees	1,185.00	125.00	1,060.00	3,900.00	958.33	2,941.67	406.96
Product sales	10.00	166.67	(156.67)	211.00	500.01	(289.01)	42.20
Donations	5,733.97	3,333.34	2,400.63	27,875.62	13,750.02	14,125.60	202.73
Noncash Donations	0.00	0.00	0.00	6,670.61	4,583.33	2,087.28	145.54
Memorials and bequests	0.00	625.00	(625.00)	250.00	1,875.00	(1,625.00)	13.33
Grants	0.00	0.00	0.00	58,471.45	5,000.00	53,471.45	1169.43
PetSmart Charities	600.00	416.67	183.33	5,600.00	1,416.68	4,183.32	395.29
Steadley Memorial Trust	3,000.00	3,000.00	0.00	16,764.97	12,000.00	4,764.97	139.71
Frances H Havens Trust	1,052.85	1,083.34	(30.49)	3,673.36	4,299.28	(625.92)	85.44
Jesse L Bridges Trust	0.00	708.34	(708.34)	7,225.20	3,159.22	4,065.98	228.70
Katheryn Hyde Trust	0.00	666.67	(666.67)	0.00	2,916.68	(2,916.68)	0.00
Trust fund receipts-other	0.00	0.00	0.00	0.00	83.33	(83.33)	0.00
McDowell Trust	0.00	0.00	0.00	0.00	461.06	(461.06)	0.00
Reimbursement of expenses	391.32	291.67	99.65	2,067.70	875.01	1,192.69	236.31
Total revenue	<u>21,352.29</u>	<u>17,291.71</u>	<u>4,060.58</u>	<u>173,710.01</u>	<u>81,627.99</u>	<u>92,082.02</u>	<u>212.81</u>
Operating Expenses							
Salaries and wages	9,472.54	8,125.00	1,347.54	43,147.28	38,458.33	4,688.95	112.19
Insurance - workers compensation	0.00	0.00	0.00	0.00	304.75	(304.75)	0.00
Payroll taxes	<u>899.37</u>	<u>625.00</u>	<u>274.37</u>	<u>3,497.66</u>	<u>3,001.67</u>	<u>495.99</u>	<u>116.52</u>
Total payroll expenses	<u>10,371.91</u>	<u>8,750.00</u>	<u>1,621.91</u>	<u>46,644.94</u>	<u>41,764.75</u>	<u>4,880.19</u>	<u>111.68</u>
Advertising	0.00	0.00	0.00	34.00	41.67	(7.67)	81.59
Auto expense	0.00	0.00	0.00	335.60	100.00	235.60	335.60
Bank charges	157.50	41.66	115.84	510.47	179.15	331.32	284.94
Cat litter	0.00	0.00	0.00	0.00	41.67	(41.67)	0.00
Cremations	0.00	41.66	(41.66)	0.00	124.98	(124.98)	0.00
Dog and cat food	0.00	0.00	0.00	6,708.61	1,000.00	5,708.61	670.86
Dues and subscriptions	0.00	0.00	0.00	152.00	67.50	84.50	225.19
Fundraising expense	0.00	0.00	0.00	1,940.23	100.00	1,840.23	1940.23
Insurance	0.00	708.33	(708.33)	7,169.48	2,620.82	4,548.66	273.56

Substantially all disclosures ordinarily included in Tax basis financial statements are omitted, and no assurance is provided on these financial statements.

Carthage Humane Society, Inc.
Statements of Income and Net Assets - Tax basis
For the one month and four months ended April 30, 2021

	<u>2021</u> <u>Month Actual</u>	<u>Monthly</u> <u>Budget</u>	<u>Monthly</u> <u>Variance</u>	<u>2021</u> <u>Year to date</u>	<u>Year to date</u> <u>Budget</u>	<u>Year to date</u> <u>Variance</u>	<u>Actual as a % of</u> <u>Budget</u>
Legal and professional	25.00	541.66	(516.66)	3,227.60	2,624.98	602.62	122.96
Medication	1,287.96	0.00	1,287.96	8,408.03	0.00	8,408.03	0.00
Meals and entertainment	0.00	0.00	0.00	241.16	29.17	211.99	826.74
Medical- Veterinarian	2,302.98	666.66	1,636.32	10,096.14	5,458.31	4,637.83	184.97
Medical- clinic	0.00	0.00	0.00	0.00	2,166.67	(2,166.67)	0.00
Miscellaneous	16.70	0.00	16.70	104.31	0.00	104.31	0.00
Postage & Shipping	0.00	6.25	(6.25)	77.50	23.33	54.17	332.19
Printing & Stationary	0.00	41.66	(41.66)	0.00	179.15	(179.15)	0.00
Repairs and maintenance	204.09	500.00	(295.91)	2,573.37	1,833.33	740.04	140.37
Supplies- office	103.51	208.33	(104.82)	1,367.96	874.99	492.97	156.34
Supplies- Cleaning	0.00	0.00	0.00	569.78	125.00	444.78	455.82
Supplies- Vet supplies	0.00	833.33	(833.33)	0.00	2,499.99	(2,499.99)	0.00
Supplies- Animal Supplies	19.14	375.00	(355.86)	19.14	1,125.00	(1,105.86)	1.70
Taxes and licenses	0.00	83.32	(83.32)	1,051.72	332.88	718.84	315.95
Trash svc	105.19	0.00	105.19	713.60	172.08	541.52	414.69
Telephone	0.00	166.66	(166.66)	0.00	666.65	(666.65)	0.00
Utilities	1,596.02	1,833.33	(237.31)	7,477.00	6,749.99	727.01	110.77
Veterinary	0.00	2,916.66	(2,916.66)	0.00	8,749.98	(8,749.98)	0.00
Depreciation	2,731.35	2,250.00	481.35	9,817.09	9,111.94	705.15	107.74
	<u>8,549.44</u>	<u>11,214.51</u>	<u>(2,665.07)</u>	<u>62,594.79</u>	<u>46,999.23</u>	<u>15,595.56</u>	<u>133.18</u>
Total operating expenses	<u>18,921.35</u>	<u>19,964.51</u>	<u>(1,043.16)</u>	<u>109,239.73</u>	<u>88,763.98</u>	<u>20,475.75</u>	<u>123.07</u>
Total expenses	<u>18,921.35</u>	<u>19,964.51</u>	<u>(1,043.16)</u>	<u>109,239.73</u>	<u>88,763.98</u>	<u>20,475.75</u>	<u>123.07</u>
Other Income / (Expenses)							
Interest income	2.82	0.00	(2.82)	9.97	0.00	(9.97)	0.00
	<u>2.82</u>	<u>0.00</u>	<u>2.82</u>	<u>9.97</u>	<u>0.00</u>	<u>9.97</u>	<u>0.00</u>
Change in net assets	<u>\$ 2,433.76</u>	<u>\$ (2,672.80)</u>	<u>\$ 5,106.56</u>	<u>\$ 64,480.25</u>	<u>\$ (7,135.99)</u>	<u>\$ 71,616.24</u>	<u>(903.59)%</u>

Substantially all disclosures ordinarily included in Tax basis financial statements are omitted, and no assurance is provided on these financial statements.

CARTHAGE HUMANE SOCIETY, INC.

FINANCIAL STATEMENTS

MAY 31, 2021





ACCOUNTANT'S DISCLAIMER REPORT

To Management
Carthage Humane Society, Inc.
13860 Dog Kennel Lane
Carthage, MO 64836

The accompanying financial statements of Carthage Humane Society, Inc. as of and for the month ended May 31, 2021 omit substantially all disclosures. The financial statements were not subjected to an audit, review, or compilation engagement by us and we do not express an opinion, a conclusion, nor provide any assurance on them.

Schmidt Associates, LLC

June 01, 2021



America Counts on CPAs

1105 Industrial Dr. Carthage, MO 64836 * 401 W. 5th St. Ste. 201 Rolla, MO 64836

Carthage Humane Society, Inc.
Balance Sheet - Tax basis
May 31, 2021

Assets

Current Assets

SMB	\$ 37,737.92
Arvest - Payroll	402.46
Arvest - Operating	14,548.66
Petty cash	59.01
Total Current Assets	<u>52,748.05</u>

Property and Equipment

Land	14,586.95
Building	486,742.82
Improvements	118,494.68
Office furniture and equipment	10,965.26
Machinery and equipment	188,773.74
Less accumulated depreciation	<u>(403,540.97)</u>
Net Property and Equipment	<u>416,022.48</u>
Total Assets	<u><u>\$ 468,770.53</u></u>

Liabilities and Net Assets

Net Assets

Unrestricted net assets	373,551.34
Change in net assets	<u>95,219.19</u>
Total Net Assets	<u>468,770.53</u>
Total Liabilities and Net Assets	<u><u>\$ 468,770.53</u></u>

Substantially all disclosures ordinarily included in Tax basis financial statements are omitted, and no assurance is provided on these financial statements.

Carthage Humane Society, Inc.
Statements of Revenues, Expenses and Other Changes in Net Assets - Tax basis
For the one month and five months ended May 31, 2021

	2021 Month	% of Income	2021 Year to date	% of Income
Sales				
City of Carthage contract	\$ 2,750.00	8.59 %	\$ 11,000.00	5.35 %
Jasper County contracts	0.00	0.00	4,000.00	1.94
Adoption fees	6,774.68	21.17	32,009.78	15.56
Return to owner fee	590.00	1.84	4,105.00	2.00
Surrender fees	1,795.00	5.61	5,695.00	2.77
Product sales	25.00	0.08	236.00	0.11
Cemetery plot	0.00	0.00	0.00	0.00
Donations	2,014.23	6.29	29,889.85	14.53
Noncash Donations	2,107.55	6.59	8,778.16	4.27
Memorials and bequests	0.00	0.00	250.00	0.12
Grants	0.00	0.00	58,471.45	28.42
PetSmart Charities	0.00	0.00	5,600.00	2.72
Steadley Memorial Trust	3,000.00	9.38	19,764.97	9.61
Frances H Havens Trust	0.00	0.00	3,673.36	1.79
Jesse L Bridges Trust	0.00	0.00	7,225.20	3.51
Katheryn Hyde Trust	12,853.03	40.17	12,853.03	6.25
Trust fund receipts-other	0.00	0.00	0.00	0.00
Reimbursement of expenses	90.00	0.28	2,157.70	1.05
	<u>31,999.49</u>	<u>100.00</u>	<u>205,709.50</u>	<u>100.00</u>
Gross Profit	<u>31,999.49</u>	<u>100.00</u>	<u>205,709.50</u>	<u>100.00</u>
Operating Expenses				
Salaries and wages	9,484.76	29.64	52,632.04	25.59
Payroll taxes	732.64	2.29	4,230.30	2.06
Total payroll expenses	<u>10,217.40</u>	<u>31.93</u>	<u>56,862.34</u>	<u>27.64</u>
Advertising	0.00	0.00	34.00	0.02
Auto expense	0.00	0.00	335.60	0.16
Bank charges	142.87	0.45	653.34	0.32
Cat litter	0.00	0.00	0.00	0.00
Contract labor	0.00	0.00	0.00	0.00
Dog and cat food	1,988.97	6.22	8,697.58	4.23
Dues and subscriptions	0.00	0.00	152.00	0.07
Fundraising expense	0.00	0.00	1,940.23	0.94
Insurance	0.00	0.00	7,169.48	3.49
Insurance- vehicle	0.00	0.00	0.00	0.00
Legal and professional	2,224.80	6.95	5,452.40	2.65
Medication	2,994.79	9.36	11,402.82	5.54
Meals and entertainment	0.00	0.00	241.16	0.12

Substantially all disclosures ordinarily included in Tax basis financial statements are omitted, and no assurance is provided on these financial statements.

Carthage Humane Society, Inc.
Statements of Revenues, Expenses and Other Changes in Net Assets - Tax basis
For the one month and five months ended May 31, 2021

	2021 Month	% of Income	2021 Year to date	% of Income
Medical- Veterinarian	1,544.59	4.83	11,640.73	5.66
Medical- clinic	0.00	0.00	0.00	0.00
Miscellaneous	34.55	0.11	138.86	0.07
Postage & Shipping	0.00	0.00	77.50	0.04
Repairs and maintenance	2,652.99	8.29	5,226.36	2.54
Supplies- office	7.39	0.02	1,375.35	0.67
Supplies- Cleaning	0.00	0.00	569.78	0.28
Supplies- Vet supplies	0.00	0.00	0.00	0.00
Supplies- Animal Supplies	12.22	0.04	31.36	0.02
Taxes and licenses	0.00	0.00	1,051.72	0.51
Trash svc	108.99	0.34	822.59	0.40
Utilities	692.27	2.16	8,169.27	3.97
Depreciation	3,249.74	10.16	13,066.83	6.35
	<u>15,654.17</u>	<u>10.16</u>	<u>78,248.96</u>	<u>6.35</u>
Total operating expenses	<u>25,871.57</u>	<u>80.85</u>	<u>135,111.30</u>	<u>65.68</u>
Net income (loss) from operations	<u>6,127.92</u>	<u>10.16</u>	<u>70,598.20</u>	<u>6.35</u>
Other Income / (Expenses)				
Interest income	2.50	0.01	12.47	0.01
Other income	3,408.52	10.65	3,408.52	1.66
SBA non-taxable grant income	<u>21,200.00</u>	<u>66.25</u>	<u>21,200.00</u>	<u>10.31</u>
	<u>24,611.02</u>	<u>76.91</u>	<u>24,620.99</u>	<u>11.97</u>
Net Income / (Loss)	<u>\$ 30,738.94</u>	<u>96.06</u>	<u>\$ 95,219.19</u>	<u>46.29</u>

Substantially all disclosures ordinarily included in Tax basis financial statements are omitted, and no assurance is provided on these financial statements.

Supplementary Information

Carthage Humane Society, Inc.
Statements of Income and Net Assets - Tax basis
For the one month and five months ended May 31, 2021

	<u>2021</u> <u>Month Actual</u>	<u>Monthly</u> <u>Budget</u>	<u>Monthly</u> <u>Variance</u>	<u>2021</u> <u>Year to date</u>	<u>Year to date</u> <u>Budget</u>	<u>Year to date</u> <u>Variance</u>	<u>Actual as a % of</u> <u>Budget</u>
Revenue							
City of Carthage contract	\$ 2,750.00	\$ 3,000.00	\$ (250.00)	\$ 11,000.00	\$ 14,750.00	\$ (3,750.00)	74.58 %
Jasper County contracts	0.00	666.67	(666.67)	4,000.00	3,333.35	666.65	120.00
Adoption fees	6,774.68	2,916.67	3,858.01	32,009.78	17,083.35	14,926.43	187.37
Return to owner fee	590.00	291.67	298.33	4,105.00	1,458.35	2,646.65	281.48
Surrender fees	1,795.00	125.00	1,670.00	5,695.00	1,083.33	4,611.67	525.69
Product sales	25.00	166.67	(141.67)	236.00	666.68	(430.68)	35.40
Donations	2,014.23	3,333.34	(1,319.11)	29,889.85	17,083.36	12,806.49	174.96
Noncash Donations	2,107.55	0.00	2,107.55	8,778.16	4,583.33	4,194.83	191.52
Memorials and bequests	0.00	625.00	(625.00)	250.00	2,500.00	(2,250.00)	10.00
Grants	0.00	0.00	0.00	58,471.45	5,000.00	53,471.45	1169.43
PetSmart Charities	0.00	416.67	(416.67)	5,600.00	1,833.35	3,766.65	305.45
Steadley Memorial Trust	3,000.00	3,000.00	0.00	19,764.97	15,000.00	4,764.97	131.77
Frances H Havens Trust	0.00	1,083.34	(1,083.34)	3,673.36	5,382.62	(1,709.26)	68.24
Jesse L Bridges Trust	0.00	708.34	(708.34)	7,225.20	3,867.56	3,357.64	186.82
Katheryn Hyde Trust	12,853.03	666.67	12,186.36	12,853.03	3,583.35	9,269.68	358.69
Trust fund receipts-other	0.00	0.00	0.00	0.00	83.33	(83.33)	0.00
McDowell Trust	0.00	0.00	0.00	0.00	461.06	(461.06)	0.00
Reimbursement of expenses	90.00	291.67	(201.67)	2,157.70	1,166.68	991.02	184.94
Total revenue	<u>31,999.49</u>	<u>17,291.71</u>	<u>14,707.78</u>	<u>205,709.50</u>	<u>98,919.70</u>	<u>106,789.80</u>	<u>207.96</u>
Operating Expenses							
Salaries and wages	9,484.76	8,125.00	1,359.76	52,632.04	46,583.33	6,048.71	112.98
Insurance - workers compensation	0.00	0.00	0.00	0.00	304.75	(304.75)	0.00
Payroll taxes	<u>732.64</u>	<u>625.00</u>	<u>107.64</u>	<u>4,230.30</u>	<u>3,626.67</u>	<u>603.63</u>	<u>116.64</u>
Total payroll expenses	<u>10,217.40</u>	<u>8,750.00</u>	<u>1,467.40</u>	<u>56,862.34</u>	<u>50,514.75</u>	<u>6,347.59</u>	<u>112.57</u>
Advertising	0.00	0.00	0.00	34.00	41.67	(7.67)	81.59
Auto expense	0.00	0.00	0.00	335.60	100.00	235.60	335.60
Bank charges	142.87	41.66	101.21	653.34	220.81	432.53	295.88
Cat litter	0.00	0.00	0.00	0.00	41.67	(41.67)	0.00
Cremations	0.00	41.66	(41.66)	0.00	166.64	(166.64)	0.00
Dog and cat food	1,988.97	0.00	1,988.97	8,697.58	1,000.00	7,697.58	869.76
Dues and subscriptions	0.00	0.00	0.00	152.00	67.50	84.50	225.19
Fundraising expense	0.00	0.00	0.00	1,940.23	100.00	1,840.23	1940.23
Insurance	0.00	708.33	(708.33)	7,169.48	3,329.15	3,840.33	215.35

Substantially all disclosures ordinarily included in Tax basis financial statements are omitted, and no assurance is provided on these financial statements.

Carthage Humane Society, Inc.
Statements of Income and Net Assets - Tax basis
For the one month and five months ended May 31, 2021

	2021	Monthly	Monthly	2021	Year to date	Year to date	Actual as a % of
	Month Actual	Budget	Variance	Year to date	Budget	Variance	Budget
Legal and professional	2,224.80	541.66	1,683.14	5,452.40	3,166.64	2,285.76	172.18
Medication	2,994.79	0.00	2,994.79	11,402.82	0.00	11,402.82	0.00
Meals and entertainment	0.00	0.00	0.00	241.16	29.17	211.99	826.74
Medical- Veterinarian	1,544.59	666.66	877.93	11,640.73	6,124.97	5,515.76	190.05
Medical- clinic	0.00	0.00	0.00	0.00	2,166.67	(2,166.67)	0.00
Miscellaneous	34.55	0.00	34.55	138.86	0.00	138.86	0.00
Postage & Shipping	0.00	6.25	(6.25)	77.50	29.58	47.92	262.00
Printing & Stationary	0.00	41.66	(41.66)	0.00	220.81	(220.81)	0.00
Repairs and maintenance	2,652.99	500.00	2,152.99	5,226.36	2,333.33	2,893.03	223.99
Supplies- office	7.39	208.33	(200.94)	1,375.35	1,083.32	292.03	126.96
Supplies- Cleaning	0.00	0.00	0.00	569.78	125.00	444.78	455.82
Supplies- Vet supplies	0.00	833.33	(833.33)	0.00	3,333.32	(3,333.32)	0.00
Supplies- Animal Supplies	12.22	375.00	(362.78)	31.36	1,500.00	(1,468.64)	2.09
Taxes and licenses	0.00	83.32	(83.32)	1,051.72	416.20	635.52	252.70
Trash svc	108.99	0.00	108.99	822.59	172.08	650.51	478.03
Telephone	0.00	166.66	(166.66)	0.00	833.31	(833.31)	0.00
Utilities	692.27	1,833.33	(1,141.06)	8,169.27	8,583.32	(414.05)	95.18
Veterinary	0.00	2,916.66	(2,916.66)	0.00	11,666.64	(11,666.64)	0.00
Depreciation	3,249.74	2,250.00	999.74	13,066.83	11,361.94	1,704.89	115.01
	<u>15,654.17</u>	<u>11,214.51</u>	<u>4,439.66</u>	<u>78,248.96</u>	<u>58,213.74</u>	<u>20,035.22</u>	<u>134.42</u>
Total operating expenses	<u>25,871.57</u>	<u>19,964.51</u>	<u>5,907.06</u>	<u>135,111.30</u>	<u>108,728.49</u>	<u>26,382.81</u>	<u>124.26</u>
Total expenses	<u>25,871.57</u>	<u>19,964.51</u>	<u>5,907.06</u>	<u>135,111.30</u>	<u>108,728.49</u>	<u>26,382.81</u>	<u>124.26</u>
Other Income / (Expenses)							
Interest income	2.50	0.00	(2.50)	12.47	0.00	(12.47)	0.00
Other income	3,408.52	0.00	(3,408.52)	3,408.52	0.00	(3,408.52)	0.00
SBA non-taxable grant income	21,200.00	0.00	(21,200.00)	21,200.00	0.00	(21,200.00)	0.00
	<u>24,611.02</u>	<u>0.00</u>	<u>24,611.02</u>	<u>24,620.99</u>	<u>0.00</u>	<u>24,620.99</u>	<u>0.00</u>
Change in net assets	<u>\$ 30,738.94</u>	<u>\$ (2,672.80)</u>	<u>\$ 33,411.74</u>	<u>\$ 95,219.19</u>	<u>\$ (9,808.79)</u>	<u>\$ 105,027.98</u>	<u>(970.75)%</u>

Substantially all disclosures ordinarily included in Tax basis financial statements are omitted, and no assurance is provided on these financial statements.

CARTHAGE HUMANE SOCIETY, INC.

FINANCIAL STATEMENTS

JUNE 30, 2021





ACCOUNTANT'S DISCLAIMER REPORT

To Management
Carthage Humane Society, Inc.
13860 Dog Kennel Lane
Carthage, MO 64836

The accompanying financial statements of Carthage Humane Society, Inc. as of and for the month ended June 30, 2021 omit substantially all disclosures. The financial statements were not subjected to an audit, review, or compilation engagement by us and we do not express an opinion, a conclusion, nor provide any assurance on them.

Schmidt Associates, LLC

July 07, 2021



America Counts on CPAs

Carthage Humane Society, Inc.
Balance Sheet - Tax basis
June 30, 2021

Assets

Current Assets

SMB	\$ 40,739.70
Arvest - Payroll	7,461.39
Arvest - Operating	8,483.54
Petty cash	33.65
Total Current Assets	<u>56,718.28</u>

Property and Equipment

Land	14,586.95
Building	486,742.82
Improvements	118,494.68
Office furniture and equipment	10,965.26
Machinery and equipment	188,773.74
Less accumulated depreciation	<u>(406,477.10)</u>
Net Property and Equipment	<u>413,086.35</u>

Total Assets	<u><u>\$ 469,804.63</u></u>
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Liabilities and Net Assets

Net Assets

Unrestricted net assets	373,551.34
Change in net assets	<u>96,253.29</u>
Total Net Assets	<u>469,804.63</u>
Total Liabilities and Net Assets	<u><u>\$ 469,804.63</u></u>

Substantially all disclosures ordinarily included in Tax basis financial statements are omitted, and no assurance is provided on these financial statements.

Carthage Humane Society, Inc.
Statements of Revenues, Expenses and Other Changes in Net Assets - Tax basis
For the one month and six months ended June 30, 2021

	2021 Month	% of Income	2021 Year to date	% of Income
Sales				
City of Carthage contract	\$ 5,533.30	17.25 %	\$ 16,533.30	6.95 %
Jasper County contracts	0.00	0.00	4,000.00	1.68
Adoption fees	6,406.68	19.97	38,416.46	16.16
Return to owner fee	50.00	0.16	4,155.00	1.75
Surrender fees	2,098.66	6.54	7,793.66	3.28
Product sales	0.00	0.00	236.00	0.10
Cemetery plot	0.00	0.00	0.00	0.00
Donations	3,639.26	11.35	33,529.11	14.10
Noncash Donations	4,744.18	14.79	13,522.34	5.69
Memorials and bequests	0.00	0.00	250.00	0.11
Grants	0.00	0.00	58,471.45	24.59
PetSmart Charities	1,000.00	3.12	6,600.00	2.78
Steadley Memorial Trust	3,000.00	9.35	22,764.97	9.57
Frances H Havens Trust	0.00	0.00	3,673.36	1.54
Jesse L Bridges Trust	0.00	0.00	7,225.20	3.04
Katheryn Hyde Trust	0.00	0.00	12,853.03	5.41
Trust fund receipts-other	0.00	0.00	0.00	0.00
Helen Boylan Foundation	5,000.00	15.59	5,000.00	2.10
Reimbursement of expenses	601.70	1.88	2,759.40	1.16
	<u>32,073.78</u>	<u>100.00</u>	<u>237,783.28</u>	<u>100.00</u>
Gross Profit	<u>32,073.78</u>	<u>100.00</u>	<u>237,783.28</u>	<u>100.00</u>
Operating Expenses				
Salaries and wages	12,411.35	38.70	65,043.39	27.35
Payroll taxes	948.98	2.96	5,179.28	2.18
Total payroll expenses	<u>13,360.33</u>	<u>41.65</u>	<u>70,222.67</u>	<u>29.53</u>
Advertising	0.00	0.00	34.00	0.01
Auto expense	0.00	0.00	335.60	0.14
Bank charges	136.71	0.43	790.05	0.33
Cat litter	41.29	0.13	41.29	0.02
Contract labor	0.00	0.00	0.00	0.00
Dog and cat food	4,398.26	13.71	13,095.84	5.51
Dues and subscriptions	0.00	0.00	152.00	0.06
Fundraising expense	0.00	0.00	1,940.23	0.82
Insurance	0.00	0.00	7,169.48	3.02
Insurance- vehicle	0.00	0.00	0.00	0.00
Legal and professional	830.20	2.59	6,282.60	2.64
Medication	1,841.79	5.74	13,244.61	5.57

Substantially all disclosures ordinarily included in Tax basis financial statements are omitted, and no assurance is provided on these financial statements.

Carthage Humane Society, Inc.
Statements of Revenues, Expenses and Other Changes in Net Assets - Tax basis
For the one month and six months ended June 30, 2021

	2021 Month	% of Income	2021 Year to date	% of Income
Meals and entertainment	12.39	0.04	253.55	0.11
Medical- Veterinarian	4,520.88	14.10	16,161.61	6.80
Medical- clinic	0.00	0.00	0.00	0.00
Miscellaneous	(41.03)	(0.13)	97.83	0.04
Postage & Shipping	298.79	0.93	376.29	0.16
Printing & Stationary	878.35	2.74	878.35	0.37
Repairs and maintenance	248.39	0.77	5,474.75	2.30
Supplies- office	393.88	1.23	1,769.23	0.74
Supplies- Cleaning	308.78	0.96	878.56	0.37
Supplies- Vet supplies	0.00	0.00	0.00	0.00
Supplies- Animal Supplies	20.83	0.06	52.19	0.02
Taxes and licenses	0.00	0.00	1,051.72	0.44
Trash svc	107.09	0.33	929.68	0.39
Utilities	748.40	2.33	8,917.67	3.75
Depreciation	2,936.13	9.15	16,002.96	6.73
	<u>17,681.13</u>	<u>9.15</u>	<u>95,930.09</u>	<u>6.73</u>
Total operating expenses	<u>31,041.46</u>	<u>96.78</u>	<u>166,152.76</u>	<u>69.88</u>
Net income (loss) from operations	<u>1,032.32</u>	<u>9.15</u>	<u>71,630.52</u>	<u>6.73</u>
Other Income / (Expenses)				
Interest income	1.78	0.01	14.25	0.01
Other income	0.00	0.00	3,408.52	1.43
SBA non-taxable grant income	<u>0.00</u>	<u>0.00</u>	<u>21,200.00</u>	<u>8.92</u>
	<u>1.78</u>	<u>0.01</u>	<u>24,622.77</u>	<u>10.36</u>
Net Income / (Loss)	<u>\$ 1,034.10</u>	<u>3.22</u>	<u>\$ 96,253.29</u>	<u>40.48</u>

Substantially all disclosures ordinarily included in Tax basis financial statements are omitted, and no assurance is provided on these financial statements.

Supplementary Information

Carthage Humane Society, Inc.
Statements of Income and Net Assets - Tax basis
For the one month and six months ended June 30, 2021

	<u>2021</u> <u>Month Actual</u>	<u>Monthly</u> <u>Budget</u>	<u>Monthly</u> <u>Variance</u>	<u>2021</u> <u>Year to date</u>	<u>Year to date</u> <u>Budget</u>	<u>Year to date</u> <u>Variance</u>	<u>Actual as a % of</u> <u>Budget</u>
Revenue							
City of Carthage contract	\$ 5,533.30	\$ 3,000.00	\$ 2,533.30	\$ 16,533.30	\$ 17,750.00	\$ (1,216.70)	93.15 %
Jasper County contracts	0.00	666.67	(666.67)	4,000.00	4,000.02	(0.02)	100.00
Adoption fees	6,406.68	2,916.67	3,490.01	38,416.46	20,000.02	18,416.44	192.08
Return to owner fee	50.00	291.67	(241.67)	4,155.00	1,750.02	2,404.98	237.43
Surrender fees	2,098.66	125.00	1,973.66	7,793.66	1,208.33	6,585.33	644.99
Product sales	0.00	166.67	(166.67)	236.00	833.35	(597.35)	28.32
Donations	3,639.26	3,333.34	305.92	33,529.11	20,416.70	13,112.41	164.22
Noncash Donations	4,744.18	0.00	4,744.18	13,522.34	4,583.33	8,939.01	295.03
Memorials and bequests	0.00	625.00	(625.00)	250.00	3,125.00	(2,875.00)	8.00
Grants	0.00	0.00	0.00	58,471.45	5,000.00	53,471.45	1169.43
PetSmart Charities	1,000.00	416.67	583.33	6,600.00	2,250.02	4,349.98	293.33
Steadley Memorial Trust	3,000.00	3,000.00	0.00	22,764.97	18,000.00	4,764.97	126.47
Frances H Havens Trust	0.00	1,083.34	(1,083.34)	3,673.36	6,465.96	(2,792.60)	56.81
Jesse L Bridges Trust	0.00	708.34	(708.34)	7,225.20	4,575.90	2,649.30	157.90
Katheryn Hyde Trust	0.00	666.67	(666.67)	12,853.03	4,250.02	8,603.01	302.42
Trust fund receipts-other	0.00	0.00	0.00	0.00	83.33	(83.33)	0.00
McDowell Trust	0.00	0.00	0.00	0.00	461.06	(461.06)	0.00
Helen Boylan Foundation	5,000.00	0.00	5,000.00	5,000.00	0.00	5,000.00	0.00
Reimbursement of expenses	601.70	291.67	310.03	2,759.40	1,458.35	1,301.05	189.21
Total revenue	<u>32,073.78</u>	<u>17,291.71</u>	<u>14,782.07</u>	<u>237,783.28</u>	<u>116,211.41</u>	<u>121,571.87</u>	<u>204.61</u>
Operating Expenses							
Salaries and wages	12,411.35	8,125.00	4,286.35	65,043.39	54,708.33	10,335.06	118.89
Insurance - workers compensation	0.00	0.00	0.00	0.00	304.75	(304.75)	0.00
Payroll taxes	948.98	625.00	323.98	5,179.28	4,251.67	927.61	121.82
Total payroll expenses	<u>13,360.33</u>	<u>8,750.00</u>	<u>4,610.33</u>	<u>70,222.67</u>	<u>59,264.75</u>	<u>10,957.92</u>	<u>118.49</u>
Advertising	0.00	0.00	0.00	34.00	41.67	(7.67)	81.59
Auto expense	0.00	0.00	0.00	335.60	100.00	235.60	335.60
Bank charges	136.71	41.66	95.05	790.05	262.47	527.58	301.01
Cat litter	41.29	0.00	41.29	41.29	41.67	(0.38)	99.09
Cremations	0.00	41.66	(41.66)	0.00	208.30	(208.30)	0.00
Dog and cat food	4,398.26	0.00	4,398.26	13,095.84	1,000.00	12,095.84	1309.58
Dues and subscriptions	0.00	0.00	0.00	152.00	67.50	84.50	225.19
Fundraising expense	0.00	0.00	0.00	1,940.23	100.00	1,840.23	1940.23

Substantially all disclosures ordinarily included in Tax basis financial statements are omitted, and no assurance is provided on these financial statements.

Carthage Humane Society, Inc.
Statements of Income and Net Assets - Tax basis
For the one month and six months ended June 30, 2021

	2021	Monthly	Monthly	2021	Year to date	Year to date	Actual as a % of
	Month Actual	Budget	Variance	Year to date	Budget	Variance	Budget
Insurance	0.00	708.33	(708.33)	7,169.48	4,037.48	3,132.00	177.57
Legal and professional	830.20	541.66	288.54	6,282.60	3,708.30	2,574.30	169.42
Medication	1,841.79	0.00	1,841.79	13,244.61	0.00	13,244.61	0.00
Meals and entertainment	12.39	0.00	12.39	253.55	29.17	224.38	869.21
Medical- Veterinarian	4,520.88	666.66	3,854.22	16,161.61	6,791.63	9,369.98	237.96
Medical- clinic	0.00	0.00	0.00	0.00	2,166.67	(2,166.67)	0.00
Miscellaneous	(41.03)	0.00	(41.03)	97.83	0.00	97.83	0.00
Postage & Shipping	298.79	6.25	292.54	376.29	35.83	340.46	1050.21
Printing & Stationary	878.35	41.66	836.69	878.35	262.47	615.88	334.65
Repairs and maintenance	248.39	500.00	(251.61)	5,474.75	2,833.33	2,641.42	193.23
Supplies- office	393.88	208.33	185.55	1,769.23	1,291.65	477.58	136.97
Supplies- Cleaning	308.78	0.00	308.78	878.56	125.00	753.56	702.85
Supplies- Vet supplies	0.00	833.33	(833.33)	0.00	4,166.65	(4,166.65)	0.00
Supplies- Animal Supplies	20.83	375.00	(354.17)	52.19	1,875.00	(1,822.81)	2.78
Taxes and licenses	0.00	83.32	(83.32)	1,051.72	499.52	552.20	210.55
Trash svc	107.09	0.00	107.09	929.68	172.08	757.60	540.26
Telephone	0.00	166.66	(166.66)	0.00	999.97	(999.97)	0.00
Utilities	748.40	1,833.33	(1,084.93)	8,917.67	10,416.65	(1,498.98)	85.61
Veterinary	0.00	2,916.66	(2,916.66)	0.00	14,583.30	(14,583.30)	0.00
Depreciation	2,936.13	2,250.00	686.13	16,002.96	13,611.94	2,391.02	117.57
	<u>17,681.13</u>	<u>11,214.51</u>	<u>6,466.62</u>	<u>95,930.09</u>	<u>69,428.25</u>	<u>26,501.84</u>	<u>138.17</u>
Total operating expenses	<u>31,041.46</u>	<u>19,964.51</u>	<u>11,076.95</u>	<u>166,152.76</u>	<u>128,693.00</u>	<u>37,459.76</u>	<u>129.11</u>
Total expenses	<u>31,041.46</u>	<u>19,964.51</u>	<u>11,076.95</u>	<u>166,152.76</u>	<u>128,693.00</u>	<u>37,459.76</u>	<u>129.11</u>
Other Income / (Expenses)							
Interest income	1.78	0.00	(1.78)	14.25	0.00	(14.25)	0.00
Other income	0.00	0.00	0.00	3,408.52	0.00	(3,408.52)	0.00
SBA non-taxable grant income	0.00	0.00	0.00	21,200.00	0.00	(21,200.00)	0.00
	<u>1.78</u>	<u>0.00</u>	<u>1.78</u>	<u>24,622.77</u>	<u>0.00</u>	<u>24,622.77</u>	<u>0.00</u>
Change in net assets	<u>\$ 1,034.10</u>	<u>\$ (2,672.80)</u>	<u>\$ 3,706.90</u>	<u>\$ 96,253.29</u>	<u>\$ (12,481.59)</u>	<u>\$ 108,734.88</u>	<u>(771.16)%</u>

Substantially all disclosures ordinarily included in Tax basis financial statements are omitted, and no assurance is provided on these financial statements.

"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.