

**COUNCIL AGENDA
CITY OF CARTHAGE, MISSOURI
TUESDAY, FEBRUARY 13, 2018
6:30 P.M. – COUNCIL CHAMBERS**

1. Invocation
2. Pledge of Allegiance
3. Calling of the Roll
4. Reading and Consideration of Minutes of Previous Meeting
5. Citizens Participation Period
(Each person addressing the Council shall state his/her name, address and organization or firm represented, if any, and is limited to no more than five (5) minutes. The time may also be extended by the Mayor if deemed necessary. All remarks during citizen's participation period should be made to the chair (Mayor). Once a person has had their say on a particular issue they are not permitted to once again speak on the issue.)
6. Report of Standing Committees
7. Report from Special Committees and Board Liaisons
8. Mayor's Report
9. Miscellaneous Reports of Officers of the City
10. Report of Claims Committee
11. Old Business
 1. **C.B. 18-05** – An Ordinance authorizing the Mayor to execute a Purchase Service Agreement between the City of Carthage and Crexendo Business Services, Inc. for Business Phone Services. (Budget Ways and Means)
12. New Business
 1. **Public Hearing on Annexation** (commonly known as 534 West Fir Road – Carthage, Missouri)
 2. **C.B. 18-06** – An Ordinance annexing certain adjacent territory commonly known as 534 West Fir Road into the City of Carthage, Jasper County, Missouri as requested by Liberty Tree Enterprises, LLP. (Planning and Zoning)
 3. **C.B. 18-07** – An Ordinance rezoning certain property at 1214 West Central in the City of Carthage from District A, to District E, General Business as requested by Liberty Tree Enterprises, LLP. (Planning, Zoning and Historic Preservation)
 4. **C.B. 18-08** – An Ordinance to amend Section 10-26 (a) and (c) of the Carthage Code to amend the requirements for firefighters. (Public Safety)
 5. **C.B. 18-09** – An Ordinance authorizing the Mayor to execute an agreement with Corbin Design Inc., to provide consulting services during a citywide wayfinding and welcome signage system bidding and implementation process, between the City of Carthage, Missouri and Corbin Design, Inc. (Budget Ways & Means)
 6. **C.B. 18-10** – An Ordinance to authorize the Mayor to apply for federal financial assistance on behalf of the City of Carthage and to execute any contract(s) resulting

from such application for any grants between the City of Carthage and the Missouri Highways and Transportation Commission providing for capital, operating, and/or marketing assistance, comprised of federal funds to be expended for Commission-approved transit projects. (Staff)

13. Mayor's Appointments

14. Resolutions

1. **Resolution 1822** – A Resolution providing for the formal acceptance of a donation by the City Council of the city of Carthage, Missouri pursuant to City Policy. (Public Safety)
2. **Resolution 1823** – A Resolution providing for the formal acceptance of a donation by the City Council of the city of Carthage, Missouri pursuant to City Policy. (Public Safety)
3. **Resolution 1824** - A Resolution providing for the formal acceptance of a donation by the City Council of the City of Carthage, Missouri pursuant to City Policy. (PublicServices)
4. **Resolution 1825** – A Resolution providing authorization of appropriation of funds from the Annual Operating and Capital Budget of the City of Carthage, Missouri. (Budget Ways & Means)

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
January 23, 2018

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

The following Council Members answered roll call: Brady Beckham, David Armstrong, Ceri Otero, Darren Collier, Dan Rife and Jason T.A. Shelfer. Council Members James Harrison, Juan Topete, Tim Shields and Mike Daugherty were absent. City Administrator Tom Short and City Attorney Nate Dally were present.

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

Mr. Armstrong made a motion, seconded by Mr. Collier, to approve the minutes of the January 9, 2018 Council Meeting. Motion carried.

No citizens were present during Citizen's Participation Period.

Mr. Rife reported the Budget, Ways and Means Committee was between meetings with the next meeting scheduled for February 12.

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

Mr. Collier reported the Public Safety Committee met January 22. A \$9,000 donation for the Police Department was accepted. Residency requirements for Fire Department personnel were discussed. The committee recommends revising the residency requirement to a 15 mile radius from the current station located at 401 W. Central. Additional changes to the Parking Ordinance were discussed. The next meeting of the Public Safety Committee was changed to February 20 due to President's Day.

Mr. Beckham reported the Public Services Committee was between meetings with the next meeting scheduled for February 5.

Mr. Beckham reported the Public Works Committee was between meetings with the next meeting scheduled for February 6.

Special Committee and Board Liaison reports were given by Mr. Armstrong for the Planning and Zoning, Ms. Otero for the HSTCC and Library Board, Mr. Shelfer for the Jasper County Commissioners and a FEMA meeting regarding land buyouts in Kendricktown, and Mr. Collier for Carthage Water and Electric.

Mayor Pro Tem Dan Rife requested everyone keep the Mayor and his family in their thoughts at this time.

Fire Chief Roger Williams reported he had hired two new firefighters and changes to the residency requirements will increase the hiring pool.

Public Works Director Zeb Carney reported on the progress of roof repairs.

Parks Director Alan Bull reported on projects in Central Park.

City Administrator Tom Short reported on the following: MoDOT soliciting proposals for construction of the Fairlawn roundabout, Memorial Hall floor replacement was approximately 99% completed, MoDOR sales tax collection issues, discussions with the city attorney regarding ADA parking requirements, annexation recommendation by Planning and Zoning, the 21st Century Transportation Task Force recommends raising fuel tax by ten cents, and a TAC meeting on January 25.

The Committee on Claims filed a report in the amount of \$490,406.39 against the following funds: General Revenue \$120,743.74, Public Health \$119,838.25, Parks/Stormwater \$30,307.98, Golf Course \$3,838.96, Capital Improvements \$56,908.09, and Payroll \$158,769.37. Mr. Shelfer made a motion, seconded by Mr. Armstrong to accept the report and allow the claims. Motion carried.

Under old business, **C.B. 18-01** – An Ordinance authorizing the Mayor to enter into an agreement with Bennett, Inc. for storm water and intersection improvements at Fairview and River Street, Carthage, Missouri was placed on second reading followed by a roll call vote of 6 yeas and no nays. The council bill was approved and numbered Ordinance 18-01.

C.B. 18-02 – An Ordinance authorizing the Mayor to enter into a Lease Agreement with Dennis Detert and Carolyn Detert for the City of Carthage to lease the Carthage Golf Center until December 31, 2018, in the amount of \$6,500.00 per year was placed on second reading followed by a roll call vote of 6 yeas and no nays. The council bill was approved and numbered Ordinance 18-02.

C.B. 18-03 – An Ordinance authorizing the Mayor to enter into a Lease Agreement with Pam Graff in the amount of \$3,600.00 for continued use of the pavilion in Municipal Park as a skating rink for a one year lease term was placed on second reading followed by a roll call vote of 6 yeas and no nays. The council bill was approved and numbered Ordinance 18-03.

C.B. 18-04 – An Ordinance authorizing the Mayor to enter into an agreement with Crossland Construction Co., Inc. in the bid amount of \$1,542,000, for construction of Fire Station #2 in the City of Carthage, Carthage, Missouri was placed on second reading followed by a roll call vote of 6 yeas and no nays. The council bill was approved and numbered Ordinance 18-04.

Under new business, **C.B. 18-05** – An Ordinance authorizing the Mayor to execute a Purchase Service Agreement between the City of Carthage and Crexendo Business Services, Inc. for Business Phone Services was placed on first reading with no action taken.

Mr. Armstrong made a motion, seconded by Mr. Collier, to approve Resolution 1821, a Resolution concerning annexation of property as requested by Eli Bruton. Motion passed

During closing remarks, Mr. Beckham made a motion, seconded by Mr. Armstrong, to add to the Planning, Zoning, and Historic Preservation Board agenda discussion to amend the ordinance to allow individuals who work or own property in the Historic District, but do not reside within the city limits, to serve as members of the board. Motion passed. Mr. Collier and Mr. Shelfer congratulated Mark Elliff for receiving Citizen of the Year.

Mr. Shelfer made a motion, seconded by Mr. Collier, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 7:02 PM.

J. Michael Harris, Mayor

Traci Cox, City Clerk

***OLD
BUSINESS***

COUNCIL BILL NO. 18-05

ORDINANCE NO. _____

An Ordinance authorizing the Mayor to execute a Purchase Service Agreement between the City of Carthage and Crexendo Business Services, Inc. for Business Phone Services.

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 execute on behalf of the City of Carthage a Purchase Service Agreement between the City of Carthage and Crexendo Business Services, Inc. for Business Phone Services.

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

PASSED AND APPROVED THIS _____ DAY OF _____, 2018.

J. Michael Harris, Mayor

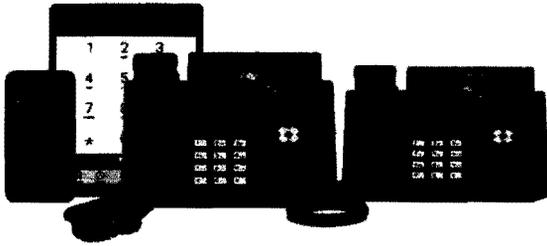
ATTEST:

Traci Cox, City Clerk

Sponsored by Budget Ways & Means Committee



Purchase Service Agreement



Sales Representative: US Cellular - Jeremy
 Term of Contract: 60 Months
 Quoted pricing valid until **3/10/2018**.
 Special Comments: _____

Company: The City of Carthage
 Contact Name: Amon Henady
 Billing Address: 310 W. 4th Street
Carthage, MO 64386
 Install Address: Multiple
 Contact Phone: 4172377200
 Contact Email: a.henady@carthagemo.gov

Products and Services	Service Description	Quantity	One Time Charges	Crexendo Monthly Service
Phone Services				
Concurrent Call Connections	Simultaneous inbound/outbound calls	23		\$ 688.85
Unlimited Call Bursting	Bursting above the subscribed number of concurrent calls	1		\$ 49.95
Unlimited Calling Extension License	Seat license - unlimited calling in US & Canada	75		\$ 521.25
Auto Call Record	Automated call recording storage	1		\$ 89.95
In/Outbound Faxing - Page Count Package	0 - 3,000 pages / month; additional fax pages at \$.05 per page	1		\$ 39.95
Extra DID Number	Direct Inward Dial Number	8		\$ 8.00
Phone Devices and Equipment				
Crexendo CX350 Color Display Phone	Up to 3 Lines, 21 Feature Keys and 3.5" Color Display	65	\$ 12,346.75	
Crexendo CX270 Display Phone	Up to 3 Lines, 21 Feature Keys and 2.7" LCD Display	10	\$ 999.50	
Crexendo CX46 D5S	20 Key/2 Page LCD for CX350/CX430 Phones	4	\$ 719.80	
Installation Services				
Crexendo Activation Fee	Crexendo Activation and Porting	1	\$ 4,397.90	
			Total excluding taxes	\$ 18,463.95 \$ 1,397.95

The amount due at signing of this agreement is \$19,861.90 plus applicable taxes.

We bill monthly according to your 60 month agreement. If you have leased the phones the monthly lease payment will be made directly to the leasing Company; if you have purchased phones from us that payment will be in the initial payment. Additions to each location's contract are co-terminus and will be added to your existing agreement. Standard and customary fees and taxes including public utility taxes and other required assessments will apply.

By signing this quote, you agree (1) to pay the monthly service fee for each month of the entire term of this agreement; (2) to allow Crexendo to bill the Company, terms due on receipt or the Company's submitted form of automatic debit in advance of each month services; (3) that upon failure to make monthly payment(s) as required Company will be subject to Section 6 of Crexendo's provided terms of service; (4) that this quote supersedes all prior quotes, communications or agreements (whether oral or written) relating to the terms or pricing of Crexendo services or products; (5) you-Company have read agree to and are bound by the Terms and Conditions for the Crexendo Services that are located at <http://www.crexendo.com/docs/Telecom-Terms-of-Service.pdf> which terms apply to your use of the Crexendo Services.

Signature: _____
 Amon Henady
 Print Name:

Date: _____
 IT Manager
 Title:



Crexendo 911 Policy

Crexendo 911 service is different from traditional 911 and cellular/wireless 911 services. When you dial 911 from your cellular or landline phone the address is sent to the local emergency center serving your location. Emergency operators have the ability to view this information in order to send help and call you back if necessary.

When you are using a Crexendo Internet device, you will be dialing 911 over the Internet and there is no fixed geographic location to be communicated to 911 operators to tell them where you are located.

When purchasing a Crexendo Internet device, we require you to enter a physical 911 address where you will be using the device. During this process you will enter an address and then confirm that it is a valid address from a list registered with your local emergency center. **YOU ARE RESPONSIBLE FOR DETERMINING THE ACCURACY OF THE ADDRESS PROVIDED. FAILURE TO ACCURATELY LIST THE ADDRESS MAY PREVENT EMERGENCY RESPONSE.** It can take up to 24 hours to verify your address and activate 911 services. **You should use alternate sources to dial 911 services until you can confirm that your 911 service has been activated and is accurately listed.** To confirm activation of your 911 service, dial 933 from the Crexendo Internet device to hear a recorded message verifying the address registered to that device. **Do not dial 911 to test your 911 service.** Dialing 911 when there is no emergency may subject you to criminal penalties.

Even though you enter a valid 911 address and verify the address against the local 911 address list, and confirm the address by dialing 933, **your local emergency center may not be equipped to receive, capture, or retain your Crexendo telephone number and registered address automatically. You must always be prepared to give them this information.**

You may register only one location at a time per device. If you move this phone to another location you must update your address. If you do not update your location, your 911 calls may be sent to an emergency center near your old address. Any time you change the 911 address you should expect an activation delay up to 24 hours. Please be prepared to use an alternate source to dial 911 services during that time.

If you have selected an Crexendo option that enables you to utilize the same telephone number for two different devices it may be necessary to use an alternate source to contact local 911 service if the phones are not in the same physical location.

Please note that 911 service will not function in the event of an Internet or power outage or if your Internet Service Provider (ISP), or Crexendo phone service is terminated.

The City of Carthage

Company: _____

Signature: _____ Date: _____

PRINT NAME/TITLE: Amon Henady - IT Manager

ADDRESS: Multiple



Cloud Communications Estimated Internet Requirements

Proper Internet bandwidth or speed is essential for reliable cloud communications.

Based on 75 seat licenses with an average of 30% of the seats talking concurrently, the estimated bandwidth requirement for your deployment is 2.3 Mbps. If your number of concurrent conversations is higher than 30%, simply increase the required bandwidth by 1MB for every 10 conversations of 100K per call.

The customer is responsible for determining the internet usage for other applications. As with any type of internet connection, the combined estimated internet usage (business data applications, employee personal usage, voice, etc.) should not exceed 75% of the overall internet bandwidth (download or upload). Overall usage exceeding 75% may result in quality issues and may require additional bandwidth.

The minimum required bandwidth is 1mb in each direction (download and upload).

*Please note: In no case can the estimated low requirement exceed 50% of overall bandwidth in either direction.

Crexendo Recommended Routers

Proper management of data traffic is a key component of a successful cloud deployment. The customer's router is the primary tool to manage this traffic.

A business-class router specifically designed to support QoS and bandwidth management will ensure that voice traffic is delivered in timely manner and eliminate the potential for packet

It would be impossible to test each router and version, but listed below are business-class routers that are recommended for cloud environments.

Also listed on the "No Fly" list are routers to be avoided in a cloud communications deployment.

Recommended Devices:

Any business-router class that will support QoS or bandwidth management; some examples of these types of recommended routers are listed here:

- | | |
|--|---|
| 1. Adtran | 10. SimpleWan Series |
| 2. Barracuda | 11. Sophos |
| 3. Cisco ASA/ISR Series | 12. Sonicwall Soho |
| 4. Cisco Meraki | 13. SonicWall NSA Series |
| 5. Cisco RV110W/RV130W (less than three devices) | 14. SonicWall TZ Series TZ100/200*** |
| 6. Cisco RV215/215W (Less than three devices) | 15. SonicWall TZ Series TZ300/400/500/600 |
| 7. EdgeMarc | 16. Ubiquity Edgemax |
| 8. Fortinet | 17. WatchGuard |
| 9. Juniper | |

"No Fly List":

Based on prior experiences, these routers are not to be used in cloud communications deployments:

1. Any router that will not support QoS or bandwidth management
2. Any router in an end of life status, meaning no longer actively supported by manufacturer
3. Actiontec Router Series
4. Allied Telesis Router Series
5. 2-Wire Brand
6. Netgear Series Routers
7. SMC Models used by cable companies will need an additional router for QoS and management
8. Zyxel (except USG20 for less than three devices)
9. Linksys Series Routers
10. Cable and DSL deployments require a router in addition to the carrier-provided cable/DSL modem device.

The City of Carthage

Company:

Signature:

Amon Henady

Print Name:

Date:

IT Manager

Title:



Network Requirements and Cloud Implementation Process

Proper management of data traffic is an essential component of a successful cloud deployment. The customer's router and internet connection plays an integral part in a successful cloud deployment.

Network Requirements

I understand and agree to provide and/or install and configure one of the routers listed on the recommended routers list in the Sales Proposal document I understand that a non-recommended router may be inadequate and may not adequately work with my cloud telephone solution.

Internet Connection

I understand and agree to provide an adequate internet connection as defined in the sales proposal to support the cloud solution and understand my internet access speed may need be to be increased based on internet usage patterns.

The Crexendo Implementation Process

1. Your Sales Professional will submit your Service Agreement for approval and processing.
2. Upon approval, our Professional Services Team will send a "Welcome" email to you introducing you to your Implementation Specialist, providing a Project Information document for you to complete and asking you for convenient times to have a Project Launch conference call.
3. An Outlook appointment is sent to you to confirm the Project Launch conference call.
4. You return the completed Project Information document to your Implementation Specialist and the Project Launch Project Launch meeting is completed, documentation is reviewed and implementation date is set.
5. Crexendo Technical Team works with your IT group to ensure network requirements are understood and plans are made to complete any required adjustments. This includes a final check to ensure your network is prepared for the Cloud.
6. Crexendo phones are shipped to your location, Cloud system provisioning is completed and port order is submitted to transfer your telephone numbers to Crexendo.
7. You simply plug in your phones using the guidelines provided by your Implementation Specialist and your phones are ready to go.
8. Your telephone number porting order is completed and your new Crexendo phones are fully operational!
9. Your Implementation Specialist confirms your satisfaction with the system operations and makes any requested provisioning changes.
10. You tell all your friends how pleased you are with your new Crexendo cloud solution!

Crexendo Business Services, Inc. - Business Phone Services

Terms of Use

1. TERMS OF SERVICE

1.1 TERMS. These Terms of Service constitute the agreement between Crexendo Business Solutions, Inc. ("Crexendo") and the user of Crexendo's communications services and any related products or services ("Customer"). This agreement together with (if applicable) the filed tariff at www.crexendotelecom.com/tariffs governs both Crexendo service and any Crexendo - approved or Crexendo-provided devices used with our service. It applies to all lines on each Crexendo account. "Us" or "our" shall refer to Crexendo, and "you" or "yours" shall refer to Customer as appropriate by context. By subscribing to or using our service, you agree to these Terms of Service and amendments which may be made from time to time. All information linked to these Terms of Service is incorporated in the Terms of Service. You further confirm that you are of legal age to *enter into this agreement and that you have read and understand fully its terms and conditions.*

1.2 PRICE AND DELIVERY. Price and delivery terms are FOB Crexendo shipping origin. Upon Crexendo's delivery of the Products to the carrier at the FOB point, title and risk of loss and damage to the Products shall pass to the Buyer. All prices are subject to change without notice. Crexendo reserves the right to make adjustments to the price of all Products due to changing market conditions, Product discontinuation, manufacturer price changes, errors in advertisements and other extenuating circumstances. Prices for particular purchases will be those in effect at the time of shipment. Crexendo may make delivery in installments and receive payments for each installment. All delivery dates are estimated. CREXENDO SHALL NOT BE LIABLE FOR ANY DIRECT, INDIRECT, INCIDENTAL, CONSEQUENTIAL, OR OTHER DAMAGES FOR CREXENDO'S FAILURE TO FILL, OR DELAY OR ERROR IN FILLING ANY ORDER, OR FOR ANY DELAY IN DELIVERY. Out of stock items will be deleted from the order after confirmation from you. These items may be placed on back order if requested.

1.3 SHIPPING INFORMATION. Crexendo ships products within the United States, Puerto Rico, and Canada. Crexendo cannot ship to a Post Office box address, territories, addresses outside the United States or APO/FPO addresses. Upon acceptance by Crexendo, orders will be shipped carrier ground service and no signature is required upon delivery. If a signature is to be required there is an additional charge of \$10.00, which will be added to your order. Please allow two (2) to seven (7) business days for shipments to arrive. Express or expedited shipping may be arranged at an additional cost by contacting Customer Support.

2. USE OF 911 SERVICES

911. Crexendo 911 service is different from traditional 911 and cellular/wireless 911 services. Dialing 911 may differ depending on where you are located, and the device used, when using your Crexendo service. Please see the full terms of the Crexendo 911 policy at www.crexendotelecom.com/e911-policy.

When you dial 911 your Crexendo phone number and registered address are sent to the local emergency center serving your location, and emergency operators have access to this information in order to send help and call you back if necessary. When you dial 911 local emergency operators answering the call may not see your Crexendo telephone number or your registered address. The emergency center may not be equipped to receive, capture or retain your Crexendo telephone number and registered address, so you must be prepared to give them this information. Until you give the operator your phone number, he/she may not be able to call you back or dispatch help if the call is disconnected, dropped or otherwise terminated.

We require you to provide the physical address where you will be using our service for 911 purposes. This address is used to route 911 calls to your local emergency center. When you initially provide your physical address, it can take up to 24 hours to verify your address and activate 911 services at this address. It is

advisable to have alternate 911 services until your 911 service has been activated and you have been notified by Crexendo of that activation. If you move this device to another location, you must update your address. The location must be in an area served by Crexendo. You may register only one location at a time. If you do not update your location, your 911 calls may be sent to an emergency center near your old address. There may be an additional delay of up to 24 hours after you notify Crexendo of the device having been moved.

If you have selected a service that enables you to utilize the same telephone number for two different devices you may be required to use an alternate service to contact local 911 service. 911 will only work at the location where the device is located. Please note that our 911 Dialing service will not function in the event of a broadband or power outage or if your broadband, Internet Service Provider (ISP), or Crexendo phone service is terminated.

YOU AGREE TO NOTIFY ANY POTENTIAL USER OR AGENT OF THE SERVICES, WHO MAY PLACE CALLS USING THE SERVICES OF THE 911 LIMITATIONS DESCRIBED HEREIN

YOU ACKNOWLEDGE THAT E911 SERVICE HAS CERTAIN CHARACTERISTICS THAT DISTINGUISH IT FROM TRADITIONAL, LEGACY, CIRCUIT-SWITCHED 911 SERVICE. THESE CHARACTERISTICS MAY MAKE E911 SERVICES UNSUITABLE FOR SOME CUSTOMERS. CUSTOMER SHOULD CAREFULLY EVALUATE CUSTOMER'S OWN CIRCUMSTANCES WHEN DECIDING WHETHER TO RELY SOLELY UPON E911 SERVICE. CUSTOMER ACKNOWLEDGES THAT IT IS CUSTOMER'S RESPONSIBILITY TO DETERMINE THE TECHNOLOGY OR COMBINATION OF TECHNOLOGIES BEST SUITED TO MEET CUSTOMER'S EMERGENCY CALLING NEEDS, AND TO MAKE THE NECESSARY PROVISIONS FOR ACCESS TO EMERGENCY CALLING SERVICES (SUCH AS MAINTAINING A CONVENTIONAL LANDLINE PHONE OR WIRELESS PHONE AS A BACKUP MEANS OF COMPLETING EMERGENCY CALLS). IN ADDITION TO THE LIMITATIONS SET FORTH IN SECTION 11 OF THIS AGREEMENT, THE CHARACTERISTICS DISCUSSED ABOVE DISTINGUISH E911 SERVICE FROM TRADITIONAL, LEGACY, CIRCUIT-SWITCHED 911 SERVICE.

You will be required to sign a 911 Disclosure Form. You acknowledge that information has been provided to you and that you agree to those terms.

3. TYPE OF SERVICE

TYPE OF SERVICE. Our service is not a traditional Telecommunications Service. Our service is provided using an Internet Protocol (commonly called Voice over Internet Protocol (VoIP), and we provide it on a best efforts basis. There are important distinctions between a traditional Telecommunications Service and our VoIP service. Our service may be subject to different regulatory treatment than a traditional Telecommunications Service and be subject to applicable tariffs and regulations. This treatment may limit or otherwise affect your rights of redress before regulatory agencies. Our service requires a high speed broadband connection which we do not provide. Events beyond our control may affect our service, such as power outages, fluctuations in the Internet, your underlying Internet Service Provider (ISP)/broadband service, the speed of your internet connection, your computer network or maintenance. We will act in good faith to minimize disruptions to your use of and access to our service.

4. USE OF SERVICE

4.1 USE. We provide our service and devices to you solely for business purposes. The following uses are not considered business uses and are not permitted: autodialing, continuous or extensive call-forwarding, inbound/outbound centralized or distributed call center activity (unless sold as a call center solution), telemarketing of any kind that is in violation of any law or regulation; fax or voicemail broadcasting and fax or voicemail blasting. You are responsible for supplying, operating, and supporting the infrastructure required to support standard SIP based Customer Premise Equipment for use with the service. Your local network must utilize a business-class firewall properly sized to your environment and capable of 1.) Traffic Shaping – allocating specific bandwidth for VoIP traffic; 2.) Disabling SIP ALG; and 3.) Quality of Service (QOS) configuration to prioritize packets based on a.) any network traffic to and from Crexendo's subnet, and b.) port ranges including but not limited to RTP audio stream and defined SIP ports. Enterprise-class applications may

require the implementation of VLAN's. Please consult your IT specialist to confirm your firewall meets these specifications. As the subscriber and operator or administrator of this equipment, you are responsible for configuring and maintaining the security of the equipment, including but not limited to the physical and network security elements of your device. You agree to cooperate with Crexendo to verify the proper network provisioning has been completed by your IT specialist prior to and during the service term.

If you use the service or devices in a way that is inconsistent with the service level that you contracted for you will then be subject, at Crexendo 's sole discretion, to termination, or to pay the rates for the service or plan that would apply to the way you used the service or device. Failure to contact Crexendo in response to its notifications and/or failure to promptly correct usage activity to conform to normal use will result, in Crexendo's sole discretion, in immediate mandatory transfer to another appropriate plan, or suspension or termination of service. You acknowledge that if your service is terminated under this provision, you are subject to all applicable disconnection and device or other rebate recovery charges. Crexendo's maintains the right to terminate your account for non-performance which will not release you from the remaining liability under your agreement.

4.2 SERVICES NOT SUPPORTED. Crexendo service does not support 0+ or operator-assisted calling, including, without limitation, collect calls, third party billing calls, 900/ 976 numbers, or calling card calls. Our service may not support 311, 511, and other x11 services in one or more service areas.

4.3 DIRECTORY LISTING. The phone numbers you receive from us unless otherwise required by tariff will not be listed in any telephone directories. However, if you are able to transfer a number it may be listed. Listing of telephone numbers in published directories is the responsibility of the directory publishers and Crexendo bears no responsibility for directory listings.

4.4 CERTAIN INCOMPATIBLE SERVICES. You acknowledge that our service may not be compatible with all non-voice communications equipment, including but not limited to, home security systems, TTY, medical monitoring equipment, satellite television systems, PBX, Centrex, other private telephone networks, or computer modems. You waive any claim against Crexendo for interference with or disruption to the operation of these services and equipment, as well as any claim that Crexendo is responsible for any disruption to your business, if applicable. Some providers of broadband service may provide modems that prevent the transmission of communications using our service. We do not warrant that our services will be compatible with all broadband services and expressly disclaim any express or implied warranties regarding the compatibility of our service with any particular broadband service. There may also be other services with which our service may be incompatible.

4.5 MUSIC ON HOLD. Your use of the Music on Hold Service ("Music on Hold") feature is governed by the Copyright provision (4.6)as well as the entire Terms of Service. Your using Music on Hold means that you agree to these Terms.

4.6 COPYRIGHT PERMISSIONS. Crexendo does not monitor your use of Music on Hold. Crexendo has not secured (nor does it secure) for you any permissions, rights or licenses for the performance of any protected or copyrighted content or music. Therefore, you acknowledge and agree that you are solely responsible for seeking and securing the necessary permissions and licenses in and to such music or content prior to its public performance and/or your use in conjunction with or through the Music on Hold. **YOU ARE RESPONSIBLE FOR SECURING AND PAYING FOR ALL NECESSARY LICENSES AND CLEARANCES FOR THE PERFORMANCE OF COPYRIGHTED AND/OR PROTECTED MUSIC OR CONTENT THROUGH MUSIC ON HOLD.** You can find out more about obtaining licenses through the following performing rights organizations: ASCAP (www.ascap.com), BMI (www.bmi.com) and SESAC (www.sesac.com). You may not use Music on Hold in the violation of any civil or criminal law, or in violation of any federal or state regulation, code or statute. Music on Hold is provided "as is" without warranty of any kind.

4.7 CALL RECORDING. If you have enabled Call Recording on your account, you can record inbound or outbound telephone calls from your phone by using the appropriate command during the call as long as the other party is on the call. The Auto Call Record Option service includes 1 GB of space to host call recordings (additional storage may be purchased). When you use the "*72" command, you will hear a "beep" indicating

that the entire call is being recorded. If you use the "*"73" command again during the call, the recording will stop. In the event you have activated "All Call Recording" calls for all or specified extensions will be automatically recorded, it is solely your obligation to confirm the legality of such use. You must abide by all applicable state, federal and international laws, rules and regulations regarding recording of calls. EACH JURISDICTION MAY HAVE DIFFERENT REGULATIONS REGARDING CALL RECORDING AND YOU ARE SOLEY RESPONSIBLE FOR COMPLAINE WITH ALL APPLICABLE REGULATIONS.

4.8 NETWORK INFRASTRUCTURE. Crexendo services rely on the customer's network infrastructure (firewalls, routers, switches, cabling, etc.) and internet connection which may be provided by various other parties and as such the customer is responsible for the availability and quality of the network infrastructure and the internet connection.

4.9 CUSTOMER DATA. Customer hereby grants, subject to Crexendo a non-exclusive, non-transferable (except in connection with an assignment of this Agreement) license to copy, store, record, transmit, display, view, print, and use Customer Data, solely to the extent necessary to provide the Services to Customer. Unless otherwise noted Customer grants no right, title, interest, or license in the Customer Data, and Customer hereby reserves for itself and its licensors all rights in and to all Customer Data. Notwithstanding the foregoing, Crexendo shall be permitted to disclose Customer Data to third parties as and to the extent required by law (including, without limitation, pursuant to a court order or subpoena).

5. CHANGE TO SERVICE/TERMS AND CONDITIONS

Your service plan includes terms and conditions such as monthly service allowances, limitations and features, and associated charges which are listed on your service agreement(s). You acknowledge that your service plan is also subject to these Terms of Service. Our service is subject to our business policies, practices and procedures, which we can change at any time without notice. If we do give you notice, it may be provided on your account web portal, by email, or monthly bill, in a newsletter, or other communication permitted under applicable law. Rates will not be increased during the Initial Term as more fully detailed in Paragraph 8.

6. BILLING; FEES ON DISCONNECTION; PORTABILITY NOTICE TO TERMINATE AND RENEWAL OF SUBSCRIPTION

6.1 BILLING. We provide our service to you pursuant to the terms of this agreement. Your terms for billing (i.e. monthly, annually or otherwise) are detailed in your service agreement. The service term is the term that you agreed to when you contracted for our service. You will be billed the first month of service in advance upon execution of your subscription agreement together with any activation fees if applicable. Your first service term begins on the date of the first occurrence of either: (a) telephone number porting or forwarding has taken place, (b) system is utilized, (c) the system installation and activation is complete (d) phones have been shipped to you and in your possession for more than thirty (30) days; subsequent billings will occur monthly thereafter. Your service will continue during the term of the agreement or until canceled as provided for herein. Please note that the obligations of this agreement begin on execution of the subscription agreement and are indefinite. Your subscription will automatically renew at the end of your then current subscription agreement for a period of one year at the then current rates unless you notify us thirty (30) days prior to the scheduled termination of your subscription.

You will be charged for the monthly service in advance at the beginning of each billing period. Any overages are charged after the month completes along with the next monthly service. Fax overage charges for 800 Fax Service may be delayed by as much as 90 days.

6.2 TERMINATION. *Termination by you,* if You terminate the services prior to the end of the contract term, you are responsible for all charges for any remaining time left on the term as if you remained a customer through the end of the then-current term, including, without limitation, outstanding charges, unbilled charges, taxes, and fees, including any applicable fees. *Termination by us.* If we terminate your service for any of the reasons detailed in this agreement, (including but not limited to nonpayment or use of service in violation of applicable law or company policy, or outside the parameters of your plan) you will be responsible for all charges through

the end of your current service term, including unbilled charges, plus any disconnection fees and any recovery fees.

6.3 TO TERMINATE YOUR SERVICES. All terminations require 30 days prior notification. All termination requests must be submitted via email to billing@crexendo.com. No Termination request will be deemed to be received if the above procedure is not followed.

6.4 NUMBERS MAY NOT BE PORTABLE. In some circumstances you may not be able to take, or "port," your current telephone number to another service provider. If you ask your new service provider to port a number from us, we reserve the right to terminate our service for that number promptly after we receive notification from the underlying local exchange carrier that the porting of your number to your new service provider has been completed successfully. We will terminate our service in this fashion even if you have not independently called us to request disconnection. Once your service is terminated in this manner, you will remain responsible for all charges and fees including any unbilled charges, as well as for any disconnection or recovery fees that may be due.

6.5 FAIR USAGE POLICY. It is important to Crexendo Business Communication Service that all eligible Crexendo customers are able to access our services. For this reason, and to ensure the provision of quality and reliability of our services, a Fair Use Policy applies to all our unlimited services and plans. Limited plans will incur charges after using the pre-allotted minutes. Subject to applicable tariffs we reserve the right to vary the terms of this Fair Use Policy from time to time. Our Fair Usage policy allows for up to 5,000 minutes of domestic use per month per licensed extension. Any overages above the fair usage policy will be billed at the then current rates.

6.6 IP LINE USAGE POLICY. It is important to Crexendo Business Communication Service that all eligible Crexendo customers are able to access our service. For this reason, and to ensure the provision of quality and reliability of our services, customers are hereby notified that our average IP Line allocation is offered at a 3 to 1 ratio of users to company size. If a business customer requires a 1 to 1 ratio of lines to users and has not subscribed for such, the customer will be subject to additional network charges that are not standard to our offering. Such Customers may be required to purchase additional bandwidth to address the above average demand.

6.7 PAPERLESS BILLING. Crexendo, in an effort to reduce the use of paper and to reduce costs to our Customers, uses Paperless Billing. This service provides your billing information online rather than in a printed, paper format. By using our service, you agree that you will not receive a paper bill in the mail and will instead receive an email each month. To request a paper bill please email billing@crexendo.com. There will be an additional charge for paper billing unless prohibited by tariff.

6.8 E911. You are responsible for maintaining the accuracy of the E911 phone number and address for all of your devices. Should you decide to move your service to another location, you are responsible for notifying Crexendo.

6.9 FRAUDULENT CHARGES. You are responsible for all charges attributable to the Services, even if incurred as the result of fraudulent or unauthorized use of the Services. If you believe your services are being stolen, fraudulently used, or otherwise being used in an unauthorized or unwanted manner you must contact Crexendo immediately.

6.10 ADDITIONAL CHARGES. In the event we are required to provide additional service or support which are either requested or required specifically for you there may be additional charges. This includes our having to repair or restructure changes to your system unless those changes are required by actions we have taken. In addition to the foregoing there will be charges for software configuration changes (adds, moves and changes) you request at our then current hourly rate billed in quarter-hour increments. We reserve the right to charge for requested changes to existing system reports or for the development of new reports at our then current developer hourly rate billed in full-hour increments.

7. DEVICE AND INSTALLATION INFORMATION AND LIMITATION OF WARRANTY ON DEVICE AND INSTALLATION

7.1 NON CREXENDO BRANDED DEVICES. Except as set forth in these Terms of Service, if you received a device not Crexendo-branded from Crexendo you should read the separate limited warranty provided by the manufacturer as Crexendo does not warrant non Crexendo branded devices.

7.2 CREXENDO BRANDED DEVICES. We will provide a limited warranty on Crexendo-branded devices only for manufacturing defects for the entire term of your subscription so long as you are current on all payments due (month-to-month agreements are excluded). We will replace defective or damaged phones during the term of your subscription if you are current on all charges. The replacement phone will be shipped via ground transportation (expedited shipping may be arranged at additional cost by contacting customer support). You are responsible for returning replaced equipment to us within thirty (30) days properly packed for shipment. Equipment not returned within 30 days or received damaged will result in a fee of 50% of the then-current Crexendo retail price and will be billed to your account. *Repair or replacement is your sole remedy* for any breach of any limited warranty or other breach of any duty regarding a device. For a replacement device, follow the instructions of our Customer Service representatives who may be contacted at 855-211-2255. This limited warranty applies in place of the limited warranty included with the device if the included limited warranty is less favorable to you than this warranty. This warranty gives you specific legal rights, and you may also have other rights which vary from State to State. If you provided your own equipment, there is no warranty, express or implied, related to that equipment.

7.3 SUBSTITUTIONS. Crexendo reserves the right to substitute and ship equipment and products of similar quality and functionality based on availability of equipment at time of installation.

7.4 TECHNICAL SUPPORT. Crexendo provides technical support to Customers via telephone and e-mail for the Services and the Equipment provided hereunder. Support for other applications and uses is not provided or implied and except as stated in this Section, Crexendo has no obligation to provide additional technical support.

7.5 INSTALLATION. If we provide installation services for you, we will provide a limited warranty on those services for a period of one (1) year from the execution of the subscription agreement. This warranty applies only to work completed by us and not altered by you or your agents. Your sole remedy will be repair of improper installation or workmanship. Some States do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply to you.

7.6 DAMAGED DEVICES. If you receive cartons or devices that are visibly damaged, you must note the damage on the carrier's freight bill or receipt and keep a copy. You must also keep the original carton, all packing materials, and parts in the same condition in which you received them from the carrier. You must then contact our Customer Service Department immediately at 855-211-2255.

7.7 RETURN AUTHORIZATION. Except in-warranty defective merchandise or merchandise shipped in error by Crexendo, merchandise in the original, unopened manufacturer's package that is undamaged may be returned within 5 days of receipt without a restocking charge. Otherwise, merchandise must be returned PREPAID via an insured service within 30 days from date of receipt and is subject to a 25% inspection & restocking charge. No Equipment may be returned by Customer for any reason without prior approval. All returns shall be in original packaging or equivalent. Customer shall be responsible for all costs related to return shipping for any Equipment that is being returned. Any Equipment returned without prior authorization for its return or proper packaging may be refused. In order to obtain any credit Customer must immediately obtain a return material authorization number from Crexendo, return any Equipment provided hereunder, undamaged and in good working condition, in its original packaging and with its original content or otherwise there will be no credit issued or refund provided.

7.7 OWNERSHIP AND RISK OF LOSS. Unless you lease your phone from us at which time we retain ownership to the phone, you will own your device; whether you lease or own the phone you bear all the risk of loss or theft (including but not limited to fire, negligence, or destruction). You are responsible for damage other

than the limited warranty contained herein. This risk is from the time we ship your device to you until the time you return it to us according to this agreement.

7.8 TAMPERING WITH DEVICE. You may not change the electronic serial number or equipment identifier or encryption keys or other authentication or technical data of your device or perform a factory reset of your device without first getting our written consent or unless directed by a Customer Support representative.

7.9 DISCLAIMER. Other than express warranties included with your device and the customer limited warranty described in this agreement, we make no warranties of any kind, express or implied. We specifically disclaim, following the term of the limited warranty, any warranty of merchantability, fitness of the device for a particular purpose, title or non-infringement, or any warranty arising by usage of trade, course of dealing, or course of performance, or any warranty that the device or any firmware or software is "error free" or will meet your requirements. This section does not limit any disclaimer or limitation of warranty in the documentation provided with your device.

8. CHARGES, TAXES, AND ADDITIONAL FEES

8.1 RATES. Rates will not be increased during the Initial Term, with the exception of tax or fee changes and international toll calling rates. Otherwise Crexendo may change the prices for the Services, toll charges, fees and taxes, from time to time. Where required by law, we will send notification of invoices to your email address on file with us. We will not give you credit for any interruption of Crexendo service, including international calling services. We bill usage charges in full minute increments. We round partial minutes up to the next full minute, unless we state otherwise in the rate schedules on our website. We bill fractional US Federal Universal Service Fund charges in full cents. We round up cents.

8.2 TAXES AND FEES. Federal, State and local governments assess taxes, surcharges, or fees, or all of these, on your use of our service. Charges include but are not limited to Federal Universal Service Fund and State and local use taxes and various required programs. There are substantial costs associated with the remittance of these taxes and fees in addition we collect and retain a recovery fee to recover some of the costs we incur to comply with local, state and federal governmental mandates and programs, we may impose the fee whether or not the benefits of any or all of these mandates and programs are available to you in your location. These charges may be a flat fee or a percentage of your Crexendo charges and may change without notice. These charges are based on the rates applicable to the address you provided to us. You are responsible for all applicable taxes, fees, recovery fees or charges for your subscription, use, or payment for our service or your device. These amounts are in addition to the payment for your service or devices. We will bill these charges to your payment method according to the terms in this agreement.

8.3 TOLL FREE CHARGES. If you use our "Toll Free" feature, we may recover from you any charges imposed on us either directly or indirectly for toll free calls made to your number. We may recover these amounts by means of a per call charge, rounded up to the next cent, or in any other way we decide is appropriate for the recovery of those costs.

9. BILLING PAYMENT AND DISPUTE

9.1 BILLING. We will charge your method of payment in advance for each monthly service plan fee. Associated taxes and surcharges are billed in arrears as are any usage and calls not covered by your plan. We bill immediately on disconnection for any unbilled amounts and any disconnection, and other fees that are due. If you subscribe to a prepaid annual plan, we will bill you in advance for the service plan fee due for the entire year, plus any associated taxes, fees and surcharges, and in arrears on a monthly basis. Late payments will be subject to late payment fee of \$25.00 per occurrence and returned electronic check payments will be subject to returned check fee of \$25.00 per occurrence.

9.2 PAYMENT. When you subscribe to our service, you authorize us to collect from your payment method (Credit Card), including disconnection fees, porting fees, late fees, check return fees, rebate or device recovery fees and any other outstanding charges. This authorization will remain valid until 30 days after you terminate our authority to charge your payment method. Payments made over the phone will result in a convenience fee

of \$9.95 per occurrence and will be added to your invoice or payment amount at the time of payment. If you chose to pay by check instead of placing a credit card on file, a fee of \$5.95 will be added to your invoice each month where such charges are permitted by law.

9.3 COLLECTION. If we disconnect your service, you will remain liable to us for all charges under this agreement and all the costs we incur to collect these charges, including, without limitation, collection agency fees, reasonable attorneys' fees, and arbitration or court costs.

9.4 NOTICE AND BILLING DISPUTE. You agree to promptly update your account information whenever your personal or billing information changes (including, for example, your name, address, e-mail address, telephone number, and credit/debit card number, CVV, and expiration date). You acknowledge and agree that Crexendo will be sending you information regarding your service, including via e-mail, over the Internet. If notices are sent by us to the last email address provided by you, you agree that we have provided sufficient email notice and you waive any rights to assert failure of notice. If you want to dispute any Crexendo charges on your statement, you must notify us within 7 calendar days after you receive your statement from your bank or credit card issuer. If you do not dispute the charges within 7 calendar days, you waive any right to contest the charges.

10. PROHIBITED USES; UNLAWFUL USES AND CONDUCT

10.1 LAWFUL PURPOSES. You may use our service and your device only for lawful, proper and appropriate purposes. You may not use our service or your device in any way that is illegal, improper or inappropriate. Crexendo in its sole discretion may determine what improper and inappropriate activities are.

10.2 MONITORING AND PROVIDING OF INFORMATION TO AUTHORITIES. We may monitor the use of our service for violations of this agreement. We may remove or block all communications if we suspect a violation of this agreement, or if we believe in good faith it is necessary in order to protect our service, or Crexendo, its parent, affiliates, directors, officers, agents, and employees from liability or other harm. If we believe that you have used our service or your device for an unlawful purpose, we may forward the relevant communication and other information, including your identity, to the appropriate law enforcement or other for investigations and prosecution. You consent to our forwarding of any such communications and information to law enforcement or other. In addition Crexendo will respond to any subpoena or court order or law enforcement or other governmental agency requests.

10.3 USE OF SERVICES AND LOCATIONS. The Crexendo services are only offered and supported where allowed by law. Our service is designed to work generally with unencumbered high-speed Internet connections. However, if your ISP or broadband provider places restrictions on using VoIP services, we do not claim that they will allow you to use our service. You will be solely responsible for any violations of federal, state or local laws and regulations or violations of ISP and broadband provider terms of service because of your use of our service. Crexendo only ships phones within the United States and Canada, if you ship a device outside the United States for use in another country, you are solely responsible for determining and adhering to compliance with all applicable customs, regulatory and other laws regarding the transport, distribution and use of such device and the service as well as the ability to use the service in that location.

10.4 NO TRANSFER OF SERVICE. You are the sole account holder for the service for all purposes and are solely responsible for all charges incurred on the account, regardless of changes to the account, including billing information. You may not resell or transfer your service, account or your device or provide a telephone service to anyone else by using your Crexendo service or features of your Crexendo service without first getting our written consent. In no event may your account be assigned to a non-U.S. entity.

10.5 NO ALTERATIONS OR TAMPERING. If you copy or alter or have someone else copy or alter the program, hardware or software of the device in any way that facilitates a compromise of your service, you are responsible for any charges that result. You may not attempt to hack or otherwise alter or disrupt our service or make any use of our service that is inconsistent with its intended purpose.

10.6 THEFT OF SERVICE. You may not use or obtain our service in any manner that avoids Crexendo policies and procedures, including using the service in an illegal or improper manner. You will notify us immediately if your device is stolen or if you believe that your service is being stolen, fraudulently used, or otherwise being used in an unauthorized, improper, or illegal manner.

10.7 REGISTRATION INFORMATION CUSTOMER COMMUNICATIONS. You are solely responsible for maintaining the confidentiality of your login/registration, and will not transfer your login, registration information, email address or password, or lend or otherwise transfer use of or access to any third party. You are solely responsible for any and all activities that occur under your account and will comply with applicable foreign, federal, state, and local law in its use of the Services, including but not limited to laws regarding online behavior, acceptable content, the import or export of Equipment and the transmission of information under applicable export laws. Recognizing the global nature of the Internet, Customer also agrees to comply with applicable local rules or codes of conduct (including, if applicable, codes of conduct or policies imposed by employers) regarding online behavior and acceptable content. Use of the Services is void where prohibited. Customer will immediately notify us of any unauthorized use of Customer's account or any other breach of security related to Customer's account or Services.

10.8 UNAUTHORIZED USAGE OF DEVICE, FIRMWARE OR SOFTWARE. You have not been granted any license to use the firmware or software we use to provide our service or that we provide to you in providing our service, or that is embedded in your device, other than a nontransferable, revocable license to use the firmware or software in object code form (without making any modification to it) strictly according to the terms and conditions of this agreement. Leased phones will be used exclusively for our services. We make no warranty express or implied that purchased phones may be compatible with any other service provider.

10.9 IMPORT AND EXPORT COMPLIANCE. You agree to comply with U.S. export laws, and applicable import and export laws that may apply in your location(s), concerning the transmission of technical data and other regulated materials via the Services, including, without limitation, laws governing the import and export of encryption software.

11. SERVICE AS IS, DISCLAIMERS OF WARRANTY LIMITATIONS ON LIABILITIES

11.1 AS IS SERVICES. You agree that all our services including premium services which may be acquired from time to time, are provided "as is," except to the extent provided herein.

11.2 NO WARRANTIES ON SERVICE. We make no warranties, express or implied, including but not limited to, any implied warranties of merchantability, fitness of the service or device for a particular purpose, title or non-infringement or any warranty arising by usage of trade, course of dealing or course of performance. In addition, we do not warrant that the service or device will be without failure, delay, interruption, error, and omission, degradation of voice quality or loss of content, data, or information. Neither Crexendo nor its officers, directors, employees, affiliates or agents, or any other service provider or vendor who furnishes services, devices, or products to the customer for our service will be liable for unauthorized access to our or your transmission facilities or premises or equipment or for unauthorized access to, or alteration, theft, or destruction of, customer's data files, programs, procedures, or information through accident, fraudulent means, devices, or any other method, regardless of whether such damage occurs as a result of Crexendo's or its service providers' or vendors' negligence. Statements and descriptions concerning our service or device(s), if any, by Crexendo or Crexendo's agents or installers are informational and are not given as a warranty of any kind. We will not give you credit for any interruption of Crexendo service, including international calling services.

11.3 DISCLAIMER OF LIABILITY FOR DAMAGES. In no event will Crexendo, its officers, directors, employees, affiliates or agents or any other service provider who furnishes services or devices to you in connection with our service be liable for any damages, including but not limited to, personal injury, wrongful death, property damage, loss of data, loss of revenue or profits, or damages arising out of or in connection with the use or inability to use a device or the service, including inability to access emergency service personnel through the 911 dialing service or to obtain emergency help. These limitations apply to claims founded in breach of contract, breach of warranty, product liability, tort, and any and all other theories of liability. These limitations apply whether or not we were informed of the likelihood of any particular type of damages. *Some*

States do not allow the exclusion or limitation of incidental or consequential damages, so the above limitation or exclusion may not apply to you.

11.4 DISCLAIMER OF 911 LIABILITIES. We disclaim all responsibility for the conduct of local emergency response centers and the national emergency calling center. We do not have any control over any local emergency response center. Therefore, we are not responsible for whether they answer calls using our 911 dialing service, how they answer these calls, or how they handle them. We rely on third parties to assist us in routing 911 dialing calls to local emergency response centers and to a national emergency calling center. We are neither liable nor responsible if the data used by a third party to route calls is incorrect or produces an erroneous result. Neither Crexendo nor its officers or employees may be held liable for any claim, damage, or loss, fine, penalty, cost, and expense (including, without limitation, attorney's fees) by, or on behalf of, you or any third party or user of our service, relating to our service, including, without limitation, 911 Dialing, or your device.

11.5 LIMITATION ON TOTAL LIABILITY. Our total liability under this agreement will not exceed the service charges for the affected time period. Crexendo will not be responsible for third party fees or charges, including but not limited to, banking fees, overdraft fees, cellular phone or other wireline charges, technician charges, or other similar charges.

12. INDEMNIFICATION AND WAIVER OF CLAIMS

12.1 INDEMNIFICATION. You shall defend, indemnify, and hold harmless Crexendo, its officers, directors, employees, affiliates and agents, and any other service provider who furnishes services to you for our service, from any and all claims, losses, damages, fines, penalties, costs, and expenses (including, without limitation, attorneys' fees) by, or on behalf of, you or any third party or user of our service, relating to our service, including, without limitation, 911 Dialing, or your device(s), or use of our service by you or others using your account (whether or not such usage is expressly authorized by you).

12.2 WAIVER OF CLAIM OR CAUSES OF ACTION. You waive all claims or causes of action arising from or relating to our 911 dialing service unless the claims or causes of action arise from our gross negligence, recklessness, or willful misconduct including the right to a jury trial and class action as detailed in Section 13.2.

12.3 CONTENT. You are liable for all liability that may arise from the content transmitted to any person, whether or not you authorize it, using your service or device(s). You promise that you and anyone who uses your service and all your and their content comply at all times with all laws, regulations, and written and electronic instructions for using our service and the device.

12.4 ACCOUNT INFORMATION. You are liable for all liability that may arise from your failure to provide true, accurate, current and complete information and to maintain and promptly update such information.

13. DISPUTE RESOLUTION AND BINDING ARBITRATION

It is important that you read this entire section carefully. This section provides for resolution of disputes through final and binding arbitration before a neutral arbitrator instead of in a court by a judge or jury.

13.1 ARBITRATION. Crexendo, its parent company, affiliates, assigns and successors and you agree to arbitrate any and all disputes and claims between you and Crexendo. You specifically waive any right to a trial by Jury or by Court. Arbitration includes all right in law or equity including but not limited to: disputes and claims arising out of or relating to any aspect of the relationship between you and Crexendo, fraud, misrepresentation or any other legal theory; disputes and claims that arose before this or any prior agreement (including, but not limited to, claims relating to advertising); disputes and claims that may arise after the termination of this agreement; disputes and claims that are currently the subject of individual litigation; disputes and claims which may be raised in class action litigation whether or not you are or waive your right to be a member of a certified class; and disputes and claims concerning the scope of this arbitration provision. References to "Crexendo," "us" and "you" include our respective subsidiaries, affiliates, agents, employees, predecessors in interest, successors and assigns, as well as all authorized or unauthorized users or beneficiaries of the service under this agreement or any prior agreements between you and Crexendo. The

arbitration shall be administered by the American Arbitration Association ("AAA"). The arbitration shall be governed by the AAA's Commercial Dispute Resolution Procedures. Those Rules may be found at www.adr.org or by calling the AAA at 1-800-778-7879. Unless you and Crexendo mutually agree otherwise, all hearings conducted as part of the arbitration shall take place at a location no further than 250 miles from the address where the Crexendo services were contracted.

13.2 WAIVER OF JURY TRIAL AND CLASS ACTION. You and Crexendo agree that, by entering into this agreement, you and Crexendo are waiving the right to a trial by jury. You and Crexendo agree that the arbitrator may award relief only in favor of the individual party seeking relief and only to the extent necessary to provide relief warranted by that party's individual claim. You and Crexendo agree that you and Crexendo may bring claims against the other only in your or its individual capacity and not as a plaintiff or class member in any purported class or representative proceeding. You and Crexendo agree that, unless you and Crexendo agree otherwise, the arbitrator may not consolidate more than one person's or entity's claims, and may not otherwise preside over any form of a representative or class proceeding, notwithstanding any other provision in this agreement to the contrary.

13.3 TIME LIMITATION. You agree that regardless of any statute or law to the contrary, any suit or arbitration arising out of or related to use of the Services or the Agreement must be filed within one (1) year after the earlier of (a) when such claim or cause of action arose or (b) termination of Services to Customer or be forever barred.

14. MISCELLANEOUS TERMS

14.1 GOVERNING LAW. Unless otherwise required by Tariff this Agreement and the relationship between Customer and Crexendo shall be governed by the laws of the State of Arizona without regard to its conflict of law provisions and any applicable federal and international laws. The United Nations Convention on Contracts for the International Sale of Goods shall not apply to the Agreement.

14.2 NO WAIVER OF RIGHTS. Our failure to exercise or enforce any right or provision of this agreement will not constitute a waiver of the right or provision. Crexendo reserves all of its rights at law and equity to proceed against anyone who uses its services or device illegally or improperly. All determinations by Crexendo under these Terms of Sale and exercise of its rights are made and done in our sole and absolute discretion.

14.3 CREDIT AND REPORTING. You authorize us to investigate and/or review your credit history, including requesting a report, both when you sign up for our service and at any time after you sign up, for any purpose, including, but not limited to, your initial qualification for an account, your continued compliance with the terms of your account and general customer based evaluation purposes not specifically associated with your account and to share credit information about you with credit reporting agencies. Upon your request we will inform you whether or not we have requested a report, and if a report was requested, the name and address of the consumer reporting agency that furnished the report.

14.4 PRIVACY. Crexendo uses, in whole or in part, the public Internet, the public switched telephone network, and third party networks to transmit voice and other communications. Crexendo is not liable for any lack of privacy which you may experience from using our service. Please refer to our Privacy Policy located at www.crexendo.com/privacy for additional information, such as how we use your information and how you can opt out of receiving marketing messaging.

14.5 CHANGES TO THE TERMS OF SERVICE. We may change the terms and conditions of this agreement from time to time. By subscribing to our service, you agree that we may provide to you by use of electronic communications required notices, agreements, and other information concerning Crexendo, including changes to this agreement. These changes will become binding on you on the date they are posted and we are not required to give you further notice in order for you to continue using our service. By continuing to use the service after revisions are in effect, you accept and agree to all revisions. If you do not agree to the changes, you must notify us within fifteen (15) days of the posted change.

14.6 SURVIVAL. The provisions of this agreement that by their sense and context are intended to survive the termination or expiration of this agreement shall survive.

14.7 ENTIRE AGREEMENT. This agreement, including any future modifications to its terms which are posted on our website, constitute the entire agreement between you and Crexendo. This agreement governs your use of our service, and the use of our services by you, your employees and guests. This agreement supersedes any prior agreements between you and Crexendo. It also supersedes all prior or contemporaneous statements, understandings, writings, commitments, or representations concerning its subject matter.

14.8 ADDENDUMS AND AMENDMENTS. Any addendum or amendments to the terms herein must be in writing and signed by a corporate officer of Crexendo to be effective. Any other change, amendment or addendum is deemed to be ineffective, invalid and of no effect.

14.9 SEVERABILITY. If any part of this agreement is legally declared invalid or unenforceable, all other parts of this agreement will remain valid and enforceable. This invalidity or non-enforceability will not invalidate or render unenforceable any other portion of this agreement.

Rev071516

NEW
BUSINESS

COUNCIL BILL NO. 18-06

ORDINANCE NO. _____

An ordinance annexing certain adjacent territory commonly known as 534 West Fir Road into the City of Carthage, Jasper County, Missouri as requested by Liberty Tree Enterprises, LLP.

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

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

WHEREAS, a public hearing concerning the said matter was held at the City Hall, Carthage, Missouri, at 6:30 p.m. on February 13, 2018; and

WHEREAS, notice of said public hearing was given by publication of notice thereof, in the Carthage Press; and

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

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

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

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

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

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

All that part of the Northwest Quarter (NW1/4) of the Northeast Quarter (NE ¼) of Section 21, Township 28, Range 31, Jasper County, Missouri, described as beginning at a point 281 feet East of the Northwest corner of the Northwest Quarter of the Northeast Quarter of Section 21, Township 28, Range 31, Thence East 381 feet, Thence South along existing fence a distance of 291 feet, thence West 145 feet, thence South 51 feet, thence West 236 feet, thence North 342 feet to the point of beginning.

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

SECTION III: The City Clerk of the City of Carthage is hereby ordered to cause three certified copies of this Ordinance to be filed with the Jasper County Clerk.

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

PASSED AND APPROVED THIS _____ DAY OF _____, 2018.

MAYOR

ATTEST:

CITY CLERK

Sponsored by: Planning and Zoning Commission

PRE-DEVELOPMENT APPLICATION

Complete with required information (write 'n/a' if information not applicable to proposal)



Preliminary Plat

Filing Fee: \$200.00

✓ Annexation

Filing Fee: \$100.00

Date: 12/08/2017

Applicant / Company Name: Liberty Tree Enterprises

Tele: 417-793-3736

Address: 534 W. Fir Road City: Carthage

State: MO Zip: 64836

Contact: Eli Bruton

Tele: 417-793-3736

Address: 12240 State Highway 96 City: Carthage

State: MO Zip: 64836

Project Name: Country Mall and Flea Market/Liberty Tree

Land Use and Zoning abutting or adjacent to site:

Zoning:

North: General Business/Lowe's

"E"

South: Light Industrial/Hair Salon, Banking

"F"

East: Light Industrial/Retail Sales

"F"

West: Light Industrial/Convenient Store/Restaurant

"F"

Project Address / Location: 534 W. Fir Road Carthage, MO 64836

Property Owner: Liberty Tree Enterprises Site acreage: 2.46 Acres

Subdivision / Tract Description: Legal description is attached
(Lot / Block / Tract Info)

If residential, estimated Number of Dwelling Units: Single family: 0 Multi-family: 0

Please provide an Overview of your Project:

Annexation of 2.46 acres. Antique Mall, Multiple Retail sales, Liquor Store, and Misc. All existing structures, asphalt parking lot.

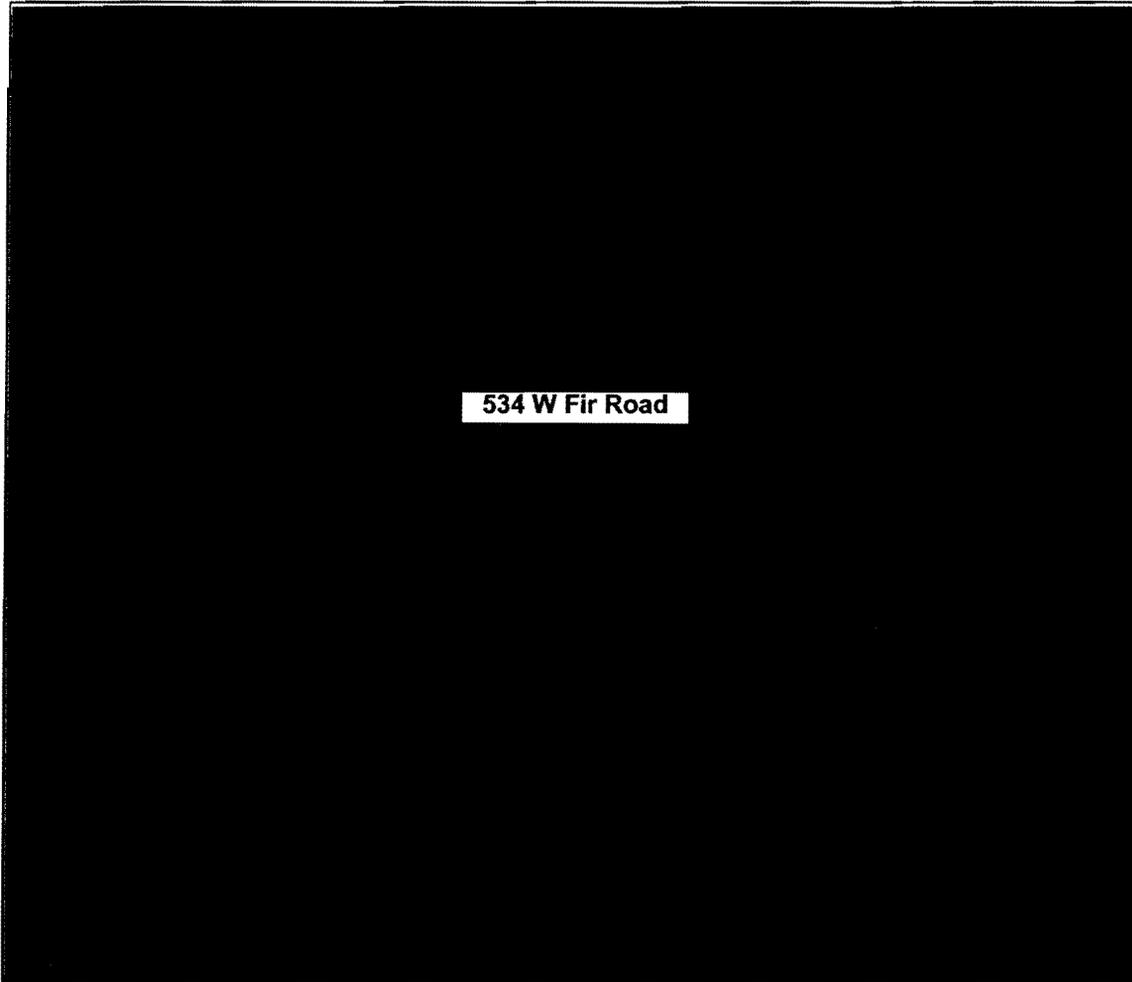
Upon completion, return to the Public Works Department.

X

Office Use Only:

Date Received: 12/0/2017 Staff Meeting Date: _____ P & Z Meeting Date: JAN. 15, 2018

City Limit Map



Overview



Legend

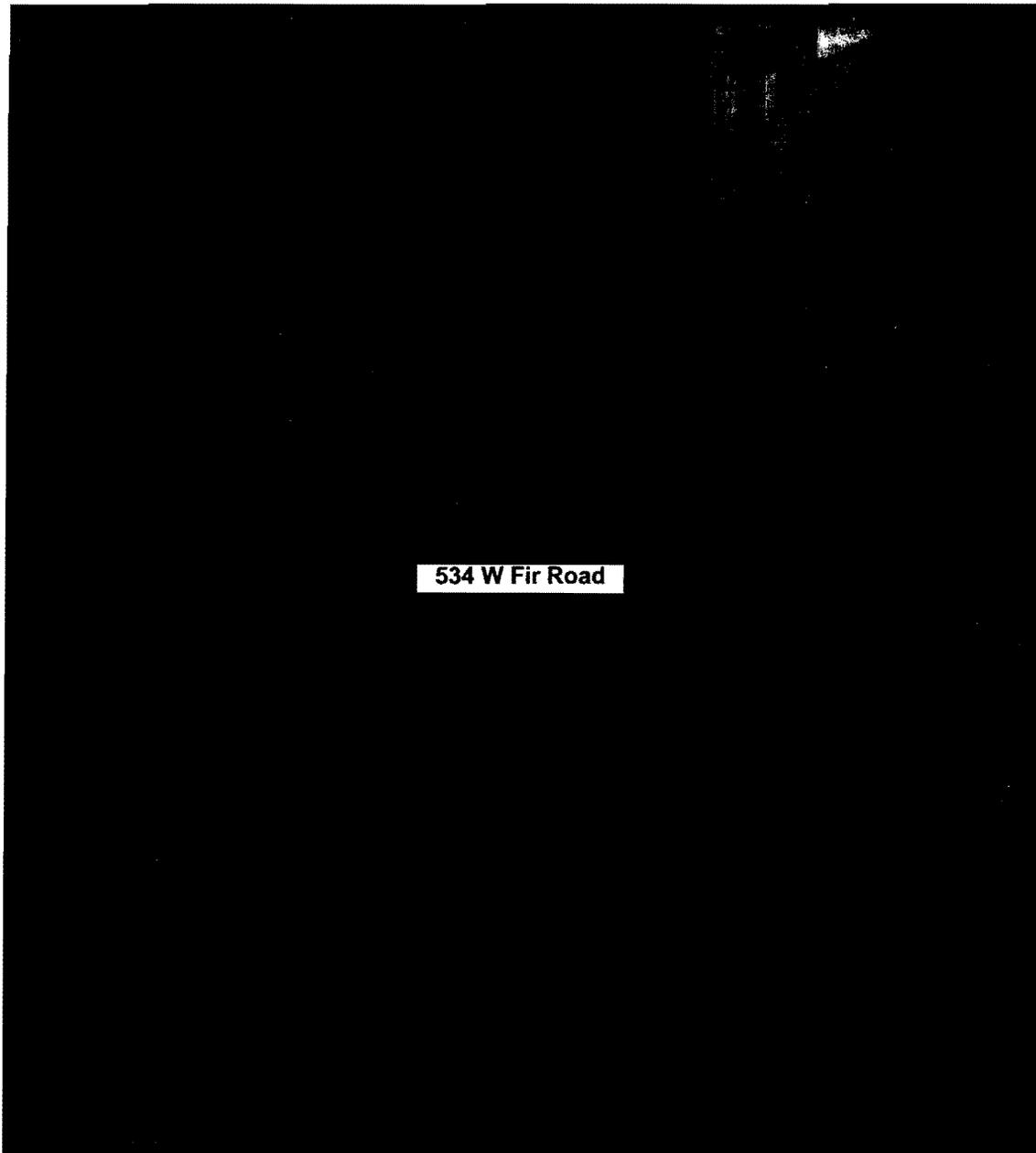
— County Boundary
City Limit Boundaries

■ Carthage

Parcel ID	14502100000034000	Alternate ID	02-140706-0000	Owner Address	LIBERTY TREE ENTERPRISES
Sec/Twp/Rng	21-28-31	Class	C		530 W FIR RD
Property Address	534 W FIR RD	Acreage	2.46		CARTHAGE MO 64836
District	143				
Brief Tax Description	BEG 281' E NW COR NW NE THE 381' S 291' W 145' S 51' W 236' N 342' TO BEG (Note: Not to be used on legal documents)				

Date created: 12/20/2017
Last Data Uploaded: 12/20/2017 4:27:09 AM

185' Property Owner Notification Map



Overview



Legend

- County Boundary
- Parcels
- Local Roads

Date created: 12/8/2017
Last Data Uploaded: 12/8/2017 4:33:16 AM

 Developed by
The Schneider Corporation

COUNCIL BILL NO. 18-07

ORDINANCE NO. _____

An Ordinance rezoning certain property at 1214 West Central in the City of Carthage from District A, to District E, General Business as requested by Liberty Tree Enterprises LLP

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

SECTION I: The following described property is hereby rezoned from District A, to District E, General Business to wit:

All that part of the Northwest Quarter (NW1/4) of the Northeast Quarter (NE ¼) of Section 21, Township 28, Range 31, Jasper County, Missouri, described as beginning at a point 281 feet East of the Northwest corner of the Northwest Quarter of the Northeast Quarter of Section 21, Township 28, Range 31, Thence East 381 feet, Thence South along existing fence a distance of 291 feet, thence West 145 feet, thence South 51 feet, thence West 236 feet, thence North 342 feet to the point of beginning.

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

PASSED AND APPROVED THIS _____ DAY OF _____, 2018.

MAYOR

ATTEST:

CITY CLERK

Sponsored by: Planning, Zoning and Historic Preservation Commission

COUNCIL BILL NO. 18-08

ORDINANCE NO. _____

An Ordinance to amend Section 10-26 (a) and (c) of the Carthage Code to amend the requirement for firefighters.

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

SECTION I: Section 10-26 of the Carthage Code is hereby amended to read as follows:

- (a) No member of the city fire department shall serve as a firefighter (full-time or part-time) until he or she has reached their twenty-first birthday and is a citizen of the United States. No person shall continue to serve as a firefighter after his sixty-fifth birthday. No person shall serve as a firefighter within the city fire department unless he/she possess and maintains a telephone (landline or cell) and resides within a fifteen mile radius of the Fire Station located at 401 W. Chestnut in the City of Carthage. Any employee assigned a City owned emergency response type vehicle shall reside within the city limits or the designated boundaries of the city fire protection district.
- (c) Applicants/current employees. Applicants or current employees who do not conform to the residency requirements established by this section, shall establish residence within the boundaries specified in this section within nine (9) months after the date of appointment for new hires or effective date of the ordinance from which this section is derived for current employees. In the discretion of the city administrator, persons who, at the time the nine (9) months expires, have entered into a contract to purchase a residence for their use and who are prepared to move in within a reasonable time not to exceed six (6) months may be deemed to have met this requirement.

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

PASSED AND APPROVED THIS _____ DAY OF _____, 2018.

ATTEST:

J. Michael Harris, MAYOR

Traci Cox, CITY CLERK

Sponsored by: Public Safety Committee

COUNCIL BILL NO. 18-09

ORDINANCE NO. _____

An Ordinance authorizing the Mayor to execute an agreement with Corbin Design Inc., to provide consulting services during a citywide wayfinding and welcome signage system bidding and implementation process, between the City of Carthage, Missouri and Corbin Design Inc.

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 execute on behalf of the City of Carthage, Missouri an agreement with Corbin Design Inc., to provide consulting services during a citywide wayfinding and welcome signage system bidding and implementation process, between the City of Carthage, Missouri and Corbin Design Inc., sanctioning the City to construct, install and maintain wayfinding and welcome signs under various conditions, a true copy of which is attached hereto and incorporated herein as if set out in full.

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

PASSED AND APPROVED THIS _____ DAY OF _____, 2018.

J. Michael Harris, Mayor

ATTEST:

Traci Cox, City Clerk

Sponsored by: Budget Ways & Means Committee

PROPOSAL FOR SERVICES

City of Carthage, Missouri

**Wayfinding and Signage System:
Task Four, Implementation**

Submittal Date: June 9, 2017

SUBMITTED BY:

Shelley Steele, President

Corbin Design

109 East Front Suite 304
Traverse City, MI 49684

Telephone 231 947-1236
800 968-1236
Fax 231 947-1477
Email shelley@corbindesign.com
Web www.corbindesign.com

corbindesign

Project Description

The Carthage Convention and Visitors Bureau (CCVB) has requested that Corbin Design, Inc. (Corbin Design) submit a proposal to provide consulting services during a citywide wayfinding and signage system implementation process.

Project Approach

Task Four: Implementation

- We develop bid documents;
- Assist with an open, advertised bid process;
- Review shop drawings, color samples, keystroking documents, etc.;
- Consult with the selected fabricator during fabrication and installation; and
- Conduct a final inspection and document the required modifications.

Task Four Details

Task Four, Implementation, includes consulting during the bid, fabrication and installation processes.

During the bid process we:

- Develop bid documents;
- Assist with the issuing of the bid;
- Conduct a pre-bid conference call;
- Field bidder questions and issue any needed bid addenda during the bidding period;
- Evaluate bid returns, including bid samples (if applicable) and other submittals;
- Create a bid analysis spreadsheet, requesting clarification where needed; and
- Submit the bid analysis and a summary of findings for CCVB's review.

Once CCVB selects a fabricator, you hold the primary contractual relationship as Owner. It is the responsibility of the awarded fabricator to work from the approved Sign Message Schedule to create individual layouts for every sign face, in accordance with the specifications detailed in the Design Intent Drawings.

It is Corbin Design's responsibility to protect the design intent and assure faithful implementation of the sign message schedule and location plan. During this process we:

- Work with the selected fabricator to issue necessary documentation;
- Review pre-fabrication submittals up to two times (shop drawings, color samples, etc.);
- Review keystroking documents up to two times for layout and adherence to the design;
- Work with CCVB as you verify the accuracy of the messaging in these documents;
- Answer the fabricator's questions during the fabrication period;
- Monitor the fabrication progress via digital photos and conference calls;
- Conduct an onsite inspection after the completion of the initial installation phase; and
- Submit a list of items from the onsite inspection to CCVB and the fabricator for the fabricator to correct.

Deliverables: *A digital version of the final inspection report*

Onsite Meetings: *One, one-person trip to complete the final inspection*

Timeline: *Four to six months*

Additional Services

Corbin Design is often asked to provide additional services in conjunction with a wayfinding and signage program, to promote the program and/or expand its reach. While we are able to provide such services, they are considered additional. If asked to provide any of these services, we will submit a detailed cost estimate and obtain approval before performing any work. These services include but are not limited to:

- Designing or developing:
 - Custom icons, logos, maps and directory artwork
 - Donor recognition signs or sign elements
 - Interior wayfinding signage for any parking decks/garages
 - Presentation materials for use in education or promotion of the program
 - Electronic, interactive or Web-based wayfinding applications
 - Sign by sign audit of existing signage or a demolition report
- Mockup, temporary, prototype or sample signs, including:
 - Production, coordination or management
 - Fabrication or installation
- Determining electrical or structural requirements for building-mounted signage
- Construction documents with a seal from a licensed architect and/or engineer
- Zoning, DOT or Planning approval, including:
 - Attendance at meetings
 - Management of the process
 - Documentation beyond the items listed as deliverables in this proposal
- Building the logic or providing consulting services for soliciting funding, whether by developing formulas or identifying potential sources for implementation funds

Proposal Fee

Corbin Design asks to be compensated professional fees and estimated reimbursable expenses for Task Three, Documentation as follows:

Professional Fees	Travel Expenses	General Expenses
\$17,470	\$1,250	\$300

Project Total: \$19,020

A breakdown of the primary tasks is as follows:

- Bid process: \$3,790
- Fabrication and installation process: \$10,100
- Final inspection and report: \$5,130

Fine Print

1) **Professional Fees** for services are billed monthly according to the progress of the work together with expenses incurred, and are payable within 30 days. No initial payment is required. Balances unpaid for 30 days after the date of invoice are subject to a late charge of 1½ percent per month. For any additional services that are requested, we first define a scope of services sufficient to determine the amount of professional fees required, receiving approval from CCVB before any additional services are provided. If the project is not completed within six months from the date of this contract, additional professional fees may be required.

- 2) **Travel Expenses** will be billed at the actual cost of transportation and living expenses incurred while performing services on the project. Estimated travel expenses for this project include one, single-person trip to Carthage. In order to maintain cost efficiency and stay within estimated budget guidelines, we request that meeting dates be confirmed at least two weeks in advance. If the project is not completed within six months from the date of this contract, or meeting dates are not confirmed at least two weeks in advance, additional travel expenses may be required.
- 3) **General Expenses** will be billed at actual cost for expenses we incur on behalf of the project such as printing, communications and shipping.
- 4) **Maximum Fees:** These maximum fees and expenses apply as long as the scope of the work remains the same, previously approved materials are not revised, and the work schedule proceeds directly and efficiently without a delay that exceeds six months. If it appears that the maximum fees and expenses could be exceeded for reasons beyond our control, we will notify you, and agree either on new fee and expense limits or a new strategy for completing the project within the existing fees and expenses.
- 5) **Reactivation Compensation:** If the project is suspended for longer than six months and is subsequently reactivated, CCVB and Corbin Design shall, prior to reactivation, agree upon a lump sum or other basis of reimbursement to Corbin Design for any extra start-up costs occasioned as a result of the work having been suspended.
- 6) **Leadership Changes:** Should CCVB leadership change during the course of Corbin Design's work, or should new entities join the leadership team, necessitating additional client education, Corbin Design may elect to put its work on hold until a meeting is held to discuss project progress to date and future direction, to assure a smooth transition. Corbin Design's time and expenses applicable to such meeting, if any, shall be paid by CCVB as an additional expense along with associated fees.
- 7) **Insurance Coverage:** As a professional services firm located in Michigan, Corbin Design maintains the following insurance coverage:
 - Commercial General Liability: \$2,000,000 per occurrence/\$4,000,000 aggregate;
 - Automobile Liability: \$2,000,000 combined single limit;
 - Excess Liability: \$1,000,000 per occurrence/\$1,000,000 aggregate;
 - Workers Comp and Employer Liability: \$1,000,000 per occurrence; and
 - Professional Liability: \$1,000,000 per occurrence/\$2,000,000 aggregate.

If additional insurance coverage is required, the cost of purchasing the additional coverage, if any, shall be paid by CCVB as an additional expense.

- 8) **Conditions and Responsibilities:** CCVB, through the suppliers identified by itself and Corbin Design, will be ultimately responsible for ordering, purchasing, receiving and verifying the signage, supervising installation and authorizing final payment. Corbin Design will not directly purchase or supply any specified items unless it is agreed upon prior to the purchase.

In dealing with contractors and suppliers, Corbin Design will act only as a consultant to CCVB, and CCVB will be solely responsible for payments to contractors and suppliers who might be involved in the work as a result of the design services provided by Corbin Design. Corbin Design will not be held responsible for the failure of contractors or suppliers to satisfactorily perform under their agreements with CCVB.

The Sign Location Plans provided to CCVB by Corbin Design are general in nature and not to scale, and reflect locations deemed desirable for the effectiveness of the overall wayfinding plan. They do not include exact locations or provide mounting, electrical or landscaping

specifications. The investigation of actual exterior site conditions such as underground utilities and other encumbrances is the responsibility of CCVB and the sign contractor selected to install the signs.

Bid Documents prepared by Corbin Design show design intent, not construction or engineering detail. The fabricator is responsible for fabrication, installation and overall product quality. We expect the more detailed development and engineering of the design-intent drawings and installation detail to be shown in the fabricator's submitted shop drawings. Corbin Design and CCVB will review all shop drawings submitted by the fabricator.

Although we would prefer to work with signage contractors mutually selected by CCVB and Corbin Design, we recognize that certain conditions may require that the competitive bidding process for the signage fabrication and installation be open to all bidders, regardless of their qualifications. If such an open bid process or management of a prequalification process is required, we reserve the right to adjust our fees for Task Four based on our evaluation of the qualifications of the successful bidder and the need for additional project management on Corbin Design's part. We will notify CCVB before issuing a change order for these services.

CCVB is responsible for coordinating the provision of electrical service to sign locations that require electricity, working with the fabricator to set up sign installation schedules and following up with the fabricator to verify that all punch list items have been corrected to CCVB's satisfaction.

This fee proposal shall remain in effect for 90 days. We reserve the right to re-evaluate our proposal if not acted upon during this period. Our quotation for professional fees is based on the anticipated project schedule, and our past experience with projects of similar size and complexity.

This Agreement may not be assigned, sublet or transferred without the written consent of both parties. Either party may terminate the Agreement by giving seven days written notice or at the completion of any of the parts or tasks outlined above. In the event of termination, Corbin Design shall be compensated for all work performed to the date of notification, including authorized general expenses, change orders and additional services.

Although our services result in the provision of tangible items to CCVB, this Agreement is a contract for services and not for the sale of goods. Corbin Design will determine methods, details and means of performing the services provided at our sole and reasonable discretion.

If the above conditions are acceptable to you, an authorized signature below will constitute an agreement. Please return one signed copy for our records. Also, please email a purchase order to carol@corbindesign.com

We look forward to working with you again on this exciting project!

for **Corbin Design, Inc.**

Date

for **Carthage Convention and Visitors Bureau**

Date

COUNCIL BILL NO. 18-10

ORDINANCE NO. _____

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

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

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

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

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

PASSED AND APPROVED THIS _____ DAY OF _____ 2018.

J. Michael Harris, Mayor

ATTEST:

Traci Cox, City Clerk

Sponsored by: Staff

***MAYOR'S
APPOINTMENTS***

RESOLUTIONS

RESOLUTION NO. 1822

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

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

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

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

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

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

That the City hereby accepts a donation in the amount of nine thousand dollars and no cents (\$9,000.00) from an anonymous donor for use in the Carthage Police Department. The donor did not place any restrictions on the specific use of the funds. A budget adjustment will be prepared to authorize the appropriation of these funds.

PASSED AND APPROVED THIS _____ DAY OF _____, 2018.

J. Michael Harris, Mayor

ATTEST:

Traci Cox, City Clerk

Sponsor: Public Safety Committee

CITY ADMINISTRATOR DONATION REPORT:

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

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

RESOLUTION NO. 1823

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

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

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

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

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

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

That the City accepts a Grant from The McCune Brooks Regional Hospital Trust of Twenty –five Thousand Dollars (\$25,000) to cover the costs of acquiring up to ten (10) Zoll brand Automated External Defibrillators (AEDs) for distribution and use in municipally owned public facilities. These AEDs would match the units being used by Mercy Health's Emergency Medical Services (EMS), the City's EMS provider, thereby making a more seamless and coordinated transition between the potential city/public's use and emergency services treatment.

PASSED AND APPROVED THIS _____ DAY OF _____, 2018.

J. Michael Harris, Mayor

ATTEST:

Traci Cox, City Clerk

Sponsored by: Public Safety Committee

CITY ADMINISTRATOR DONATION REPORT:

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

There will be on-going costs associated with the operations of the equipment which will be handled through the individual Departments' operating budget. Training is recommended, but not required. Training will be provided by staff of Mercy EMS to City employees. The Police and Fire Department have had the opportunity to use AEDs in saving the life of a Carthage resident.

RESOLUTION NO. 1824

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

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

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

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

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

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

That the City hereby accepts a donation in the amount of two thousand five hundred dollars and no cents (\$2,500.00) from The Jasper County Youth Fair Board for use in the improvements (flooring) in the restrooms in Municipal Park. A budget adjustment will be prepared to authorize the appropriation of these funds.

PASSED AND APPROVED THIS _____ DAY OF _____, 2018.

J. Michael Harris, Mayor

ATTEST:

Traci Cox, City Clerk

Sponsor: Public Services Committee

CITY ADMINISTRATOR DONATION REPORT:

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

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

RESOLUTION NO. 1825

A RESOLUTION PROVIDING AUTHORIZATION OF APPROPRIATION OF FUNDS FROM THE ANNUAL OPERATING AND CAPITAL BUDGET OF THE CITY OF CARTHAGE, MISSOURI.

WHEREAS, the City of Carthage has, by ordinance, adopted its Annual Operating and Capital budget for the fiscal year ending June 30, 2018; and

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

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

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

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

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

That the City Council hereby authorizes a supplemental appropriation of funds from the City's Annual Operating and Capital budget for the fiscal year ending June 30, 2018 as follows, and directs that a budget adjustment ordinance be prepared and submitted to the Council for future action:

1. **Civic Enhancement Fund:** to reflect a supplemental appropriation of up to \$37,500 to the Capital Outlay line item for:
 - a. Up to \$2,500 for renovating the floors in Municipal Park restrooms from supplemental revenues from a donation of \$2,500 from the Jasper County Youth Fair Board;
 - b. Up to \$10,000 for a conceptual Golf clubhouse design from supplemental revenues from a grant of \$10,000 from the from the Kent D. Steadley and Mary L. Steadley Memorial Trust;
 - c. Up to \$25,000 for acquiring up to ten (10) Zoll brand Automated External Defibrillators (AEDs) for distribution and use in municipally owned public facilities from supplemental revenues from a grant of \$25,000 from The McCune Brooks Regional Hospital Trust.

PASSED AND APPROVED THIS _____ DAY OF _____, 2018.

J. Michael Harris, Mayor

ATTEST:

Traci Cox, City Clerk

MINUTES
STANDING
COMMITTEES

City of Carthage



Public Safety Committee – Minutes

Meeting Date: January 22, 2018

Meeting Location: Carthage Police Department

Call to Order: Chairman Collier

Time Called to Order: 5:30pm

Attendance:

Chairman Collier	X	Mayor Harris	<input type="checkbox"/>	Carthage Press	X
Councilman Rife	X	Administrator Short	X	Joplin Globe	<input type="checkbox"/>
Councilman Shields	X	Chief Dagnan	X	Morning Mail	<input type="checkbox"/>
Councilman Shelfer	X	Chief Williams	X		

Citizen/Other: Morgan Housh – Carthage Fire Department

OLD BUSINESS

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

CITIZEN PARTICIPATION

There were no citizens present.

NEW BUSINESS

1. The Police Department received one check in the amount of \$7,000 from an anonymous donor and also another check in the amount of \$2,000. This is an annual donation that the Police department gets to use for unbudgeted items. Councilman Rife made a motion to accept the \$9,000 anonymous donation. Motion passed.
2. The council was given a proposed change of ordinance for the residency requirements for Firefighters before the meeting for their review. There are around 165 square miles in the CFD district. Currently all firefighters must live in the district to work at the Carthage Fire Department. Chief Williams would like to change the requirement to say that they must reside within a fifteen mile radius of the Fire Station located at 401 W Chestnut in the City of Carthage. Also any employee assigned a City owned emergency response type vehicle shall reside within the city limits or the designated boundaries of the city fire protection district. Councilman Shields made a motion to approve the CFD residency change as presented within the 15 mile radius of the fire station located at 401 W Chestnut. Motion passed.
3. Staff Reports
 - a. Police Department
 - i. Chief Dagnan commented on the shooting on River Street. The shooting victims are out of the hospital and one person is in custody and the other is still at large.
 - b. Fire Department
 - i. Chief Williams commented that the CFD hired two people on January 18th. One is a new hire and one was a re-hire.

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.

- ii. Chief Williams will be meeting with Crossland Construction for a discussion on the second station and getting closer to the start date.
- iii. Chief Williams has a meeting to go over the Tri-State Alliance Testing on Wednesday January 24th. This test is required of all firefighters to be employed at the CFD.

CLOSING STATEMENTS

Councilman Shelfer mentioned that a house in the 700 block of North Main has been working with the CPD on the city ordinance to get the cars cleaned up. Councilman Shelfer also brought up the parking issues on the square. After a lengthy discussion the committee agreed to talk with the County Commissioners and the Sheriff on some of the issues and will discuss in next month's meeting.

ADJOURNMENT

Councilman Shields made the motion to adjourn. Motion passed.

Next Meeting Date: February 20, 2018

Next Meeting Location: Carthage Fire Department

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

February 5, 2018
Park Department Office
521 Robert Ellis Young Drive

Public Services Committee Members Present; Brady Beckham, Juan Topete and James Harrison.

Member absent; Mike Daugherty.

Staff Present; Tom Short and Alan Bull.

Non-Members Present; Ceri Otero, Mayor Harris, Miriam Putnam, Jackie Boyer and Jason Shelfer.

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

Mr. Harrison moved to approve minutes from the January 4, 2018 meeting. Motion carried.

Public participation

Ms. Boyer approached the Committee to discuss the Dogwood Garden Club's work toward raising funds to install a Victorian metal fence around the Central Park wading pool. This would eliminate the old chain link currently in place. Ms. Boyer reminded the Committee that the Club had approached this Committee and had been granted the go ahead on the project. And this also went to the Council who also approved the plan. Ms. Boyer stated she had heard there may be a splash pad replacing the pool and she wanted to know where that stood. Mr. Beckham stated that he was glad Ms. Boyer and Ms. Putnam had come to the meeting as that would be discussed later in the meeting. Mr. Beckham explained this had just come forward last month and no decision had been made at this time. Mr. Beckham also commended the Club on all they do at Central park and the Council was appreciative for their work.

NONE

Old Business:

NONE

NEW BUSINESS:

1. Consider and discuss donation from Jasper County Youth fair Board- Mr. Bull reported this was a donation of \$2,500.00 to be used towards the epoxy floor installation at the fair ground

restroom. Mr. Bull stated he had discussed this at the last meeting and the Board decided it would be best to donate the money and let us handle the install. Mr. Bull pointed out this would not cover the entire cost of the job but since the restroom was owned by the City and was used by other citizens using the barn area he felt the \$400 or so it would cost the City was a pretty good deal.

Mr. Harrison moved to recommend to Council accepting the donation of \$2,500.00 from the Jasper County Youth Fair Board to be used for the installation of an epoxy floor at the fair restrooms. Motion carried.

2. Consider and discuss possible letter of support for US Bike Route 66- Mr. Short reported he had been approached by Patrick Tuttle about having the Carthage City Council showing support for a US Bike Route 66 in the area. Mr. Beckham thought this was a good idea and felt anything that helped promote biking and Route 66 was a good thing for all of us.

Mr. Topete moved to recommend to Council drafting and signing a letter of support for the US Bike Route 66. Motion carried.

3. Consider and discuss property located at Cedar and Sophia Streets- Ms. Otero addressed the Committee about the possibility of the City acquiring two lots at Cedar and Sophia and adding them to the park system. Currently they are in County Trust due to non-payment of taxes. Ms. Otero lives close by and sees kids playing there all the time and felt it would be better if it was a City park. Ms. Otero also stated the Drury Vision Study had mentioned these lots as being turned into a park. The City also has a lien against the property due to the clean-up the City did on the property several years ago. This property is located within a flood plain so that would have to be considered. Mr. Short discussed any liability the City could have by taking the property over as a park. Mr. Topete felt it wasn't the best idea and felt it would fail. Mr. Harrison asked if the soil had been tested in case that might be an issue. Lack of any parking was also discussed. Mr. Beckham felt this would be a good opportunity for the City to follow the Drury plan and add a park to the system. Mr. Topete and Mr. Harrison were uncomfortable with the idea and would like more information before moving forward. Ms. Otero stated she could do more research and gather more information and bring that back to the Committee sometime in the future.

4. Consider and discuss use of Steadley Grant to be used for club house design- Mr. Bull reported this was a continuation of the Steadley grant that was discussed at the last meeting and accepted by Council at their last meeting. Mr. Bull provided an agreement from CE Golf Design and stated this was what Steadley based their decision on when making the grant. Mr. Bull reported he and Mr. Peterson had met with Mr. Short and discussed hiring a firm to provide the services required in the grant. After researching and looking at alternatives it was felt hiring this company would be the best alternative. Mr. Bull pointed out the City Purchasing Manual allowed hiring for professional services without bidding and since the grant was

actually made based upon this companies proposal it was felt they should be hired and move forward with the project.

Mr. Harrison moved to recommend to Council the hiring of CE Golf Design to be used for preliminary design, budget preparation and site planning for a golf club house. Motion carried.

5. Consider and discuss possible capital items for 2018-2019- Mr. Bull had given the Committee a list of possible projects with cost estimates. Mr. Bull addressed the Committee on the fact that this may not be the actual list turned in to the City Administrator as there may be other items that come up in the next couple of weeks that need to be added. Mr. Bull also pointed out that although everybody liked new projects that are very public such as playground equipment, there is also a need for equipment replacement, building projects and things that help the department do their job. The one item receiving the most discussion was a possible splash pad in Central park. Ms. Boyer and Ms. Putnam both spoke on behalf of keeping the current wading pool and possibly adding a splash pad adjacent to the pool. There was a lively discussion on the merits of both and how to proceed. Mr. Bull stated that perhaps instead of budgeting a splash pad this year the City could hire an aquatic company to do a design and budget study to help the City move forward correctly. The Committee felt this was reasonable and prudent.

STAFF REPORTS

City Administrator-Tom Short

Mr. Short reported on golf revenue and rounds. It was another bad month for golf revenue, mostly because of the bad weather that we had in January. Mr. Harrison asked several questions regarding the ongoing decline in golf play. The Committee discussed golf and what the City could possibly do including a possible exit strategy in the future.

Park Administrator-Alan Bull

Mr. Bull reported on the progress of Central park restroom renovations. Mr. Bull also stated that CW&EP would begin work on installing the electric boxes and new lights as soon as the weather started to cooperate.

Mr. Beckham moved for adjournment. Motion carried.

Meeting adjourned at 7:43 P.M.

MINUTES
SPECIAL
COMMITTEES
AND BOARDS

Carthage Chamber of Commerce Board of Directors

Thursday, December 21 at 7:30 a.m.

Members present:

Steve Willis
Roy Mason
Brian Schmidt
Dr. Jon Haffner
Elizabeth Simmons

Members absent:

Susan Wendleton
Kenney Arnold
Paul Eckels
Robert Goar
Tina Hallmark
Rodney Hinds

Staff absent:

Neely Myers

Guests present:

Kimberly Fullerton
Scott Watson

Liaisons/ex-officios

absent:

Chuck Bryant, ex-officio
Tom Flanigan, ex-officio
Tom Short, ex-officio
Jason Shelfer, liaison

Staff present:

Mark Elliff
Mary Jo Little

Liaisons/ex-officios

present:

Jim Benton, liaison
Wendi Douglas, liaison

Lacking quorum, Board Chair Willis began the meeting at 7:30 a.m.

October and November minutes were presented for discussion; there was none.

November financial reports: Elliff reviewed the monthly summary, year-end summary, and auditor's report, noting the insurance claim pre-payment and exceptional Maple Leaf income, as well as the accountant's conclusion statements and net increase for FY16-17. There being no questions, the reports were filed for audit.

Membership Report: Elliff reviewed the written report in the Board packet; there were no questions.

Ambassadors: There were no questions regarding the written report in the Board packet.

Banquet: Little reviewed the written report in the Board packet, noting that with the deadline past, Banquet sponsor income appeared to be up. There were no questions.

Emerging Leaders: Little reviewed the written report in the Board packet, adding special thanks to Watson for his presentation at the group's December luncheon. There were no questions.

Marketing: Mason reviewed the written report in the Board packet, noting the need to attract more shoppers to Expo. Little updated that 63 of 73 Expo exhibitor spaces had sold. There were no questions.

Public Policy: Elliff reported that the pre-session legislative roundtable had gone well and that a candidate forum would be held for local candidates in March. He added that a federal tax reform bill was awaiting the president's signature and that state legislators were focusing on prevailing wage and right to work. He mentioned that a "Carthage Day at the Capitol" might be in the works.

CVB: Douglas reported that an NAACP travel ban on Missouri was expected to impact tourism, especially in Kansas City and St. Louis, through 2019 and that a statewide budget cut was hindering advertising efforts. Locally, she will continue to work on budgeting, grant writing, and planning through March.

Ministerial Alliance: Benton reported the next 5th Sunday event would be a community prayer gathering at Grace Pointe Assembly on December 31. He added that the community Christmas services had gone well.

Vision Carthage: There were no questions regarding the written report in the Board packet. Elliff added that baluster sales had raised over \$21,000, with 10-15 intact balusters still available.

Chairman's report: Willis expressed thanks for the two outgoing board members, Arnold and Wendleton, and welcomed Fullerton and Watson.

President's report: There were no questions regarding the written report in the Board packet. Elliff added that Dr. Mark Baker had been named the district superintendent, Gregg Wolf had accepted an ex-officio position on the Chamber board, and a Chamber/R-9 collaboration was in the works for early 2018. He noted that the hail repairs were in the works, with interior painting planned for after the first of the year. He reported that he was in discussions with UMB Bank regarding the building note and would have refinancing details at the January

meeting. He commented that discussions regarding a possible industrial park were moving forward, as was an agreement with Eli Bruton regarding his property on Fir Rd. and a property in Myers Park.

City of Carthage: No report.

Jasper County: No report.

Old Business: None.

New Business: None.

There being no additional reports and no further business, Willis dismissed the meeting at 8:20 a.m.

Upcoming events:

1. 12/25-12/16.....Chamber closed for Christmas
2. 12/29-1/1..... Chamber closed for New Years
3. 1/2..... Chamber resumes normal hours
4. 1/2..... Banquet Committee meeting
5. 1/11..... Banquet reservation deadline
6. 1/12..... Sam's Club ribbon cutting, 9 a.m.
7. 1/19..... "Kentucky Derby" Banquet, 5:45 p.m.
8. 1/24..... CEL planning meeting, 3 p.m.
9. 1/25..... BOD January and strategic planning meeting, 11:30 a.m.

The next meeting of the board is scheduled for Thursday, January 25 at 11:30 a.m. at Heritage State Bank.

MINUTES
CARTHAGE TREE BOARD

February 7, 2018
5:15 P.M.
Park Department Office

Tree Board Members Present; Anne Stocker, Robert Balek and Dale Hopp.
Tree Board Members Absent: Ed Browning.
Non-Members Present; Alan Bull, and Brian Stringer.

Meeting was called to order at 5:23.

Ms. Stocker invited Mr. Stringer to give his presentation before other Board business. Mr. Stringer gave a presentation on America in Bloom, explaining the function and how it operated. This is an effort to beautify City's across the nation. It is also a vehicle to get people to volunteer and help with improving the City's look. Mr. Stringer stated he was working with Vision Carthage on a program here that will involve planting flowers at the court house. Mr. Stringer stated he wanted to talk to the tree Board because there is also a part of the program that involves trees.

A) Consider and discuss possible T.R.I.M. Grant from MDC – Ms. Stocker reported she had been sent a possible agenda for the proposed seminar from Mr. Skinner. Mr. Bull stated he had also seen the agenda and it looked good. Mr. Bull reported he had secured the venue for the seminar. Mr. Bull also reported he had been gathering numbers for the grant related to sending three people to the Missouri Community Forestry Conference next year. Mr. Bull stated that he would be working on the grant moving forward.

B) Consider and discuss plans for Arbor Day Celebration 2018 – Mr. Hopp reported he had talked to the Principal at Mark Twain and the only date available from the dates discussed would be April 6. So the Carthage Arbor Day Celebration will be on that date. Mr. Bull reported the seedlings were ordered and he would have the tree planting and tree care booklets ready for the celebration.

C) Consider and discuss up-date on City Tree Ordinance- Mr. Bull reported the City Attorney was currently reviewing the proposed changes and hoped to meet with him soon to go over the proposed Ordinance. As soon as that happens it will be brought back to the Board for review.

Any other business:

At this time Ms. Stocker informs the Board that she will be resigning her position as a Board member effective as soon as she gets her letter to the Mayor. Ms. Stocker explained that she has a new job and with the extra time it is taking she feels the Board would be better served by finding a new member who has the time to be involved.

Meeting adjourned 6:12

***AGENDAS
STANDING
COMMITTEES***

PUBLIC SERVICES COMMITTEE
MONDAY FEBRUARY 5, 2018
5:30 P.M.
PARK DEPARTMENT OFFICE
521 ROBERT ELLIS YOUNG DRIVE

Old Business

1. Consideration and approval of minutes from previous meeting

CITIZENS PARTICIPATION

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

New Business

1. Consider and discuss donation from Jasper County Youth Fair Board.
2. Consider and discuss possible letter of support for US Bike Route 66.
3. Consider and discuss property located at Cedar and Sophia streets.
4. Consider and discuss use of Steadley Grant to be used for club house design.
5. Consider and discuss possible capital items for 2018-2019.

Staff reports

Other Business

ADJOURNMENT

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

Posted: _____

By: _____

--NOTICE OF MEETING--
PUBLIC WORKS COMMITTEE
FEBRUARY 6, 2018
5:30 PM
PUBLIC WORKS DEPT
623 E 7TH STREET
--TENTATIVE AGENDA--

OLD BUSINESS

1. Consideration and approval of minutes from previous meeting

CITIZENS PARTICIPATION

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

NEW BUSINESS

1. Consider and discuss the Bids for the Street Department Garage/Shop Roof
2. Consider and discuss the Wayfinding Sign Program

STAFF REPORTS

ADJOURNMENT

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

POSTED: 2/01/2018

BY: Marcia Weng

--NOTICE OF MEETING--

BUDGET WAYS & MEANS COMMITTEE

MONDAY, FEBRUARY 12, 2018

5:30 P.M.

COUNCIL CHAMBERS, CITY HALL

326 GRANT ST., CARTHAGE, MISSOURI

--TENTATIVE AGENDA--

OLD BUSINESS

1. Consideration and approval of minutes from previous meeting.

CITIZENS PARTICIPATION

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

NEW BUSINESS

1. Consider and discuss Wayfinding/Welcome Signage installation Agreement with Corbin Design.
2. Consider and discuss an Ordinance to authorize the Mayor to apply for federal financial assistance for the Taxi program.
3. Consider and discuss Overall Goals and Priorities for Fiscal 2019 Budget.
4. Consider and discuss Budget Adjustment Resolution to the 2018 Annual Operating and Capital Budget.
5. Staff Reports.
6. Other Business.

ADJOURNMENT

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

POSTED: _____

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS

February 13, 2018

4:45 PM

Carthage City Hall

Agenda

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***



Commerce • Community • Connection

Board of Directors Meeting
Thursday, January 25, 2018
11:30 a.m.

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

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

Agenda

1. Call to Order
2. Approval of October and November Minutes
3. Financial Report
4. Membership Report
5. Committee Reports
 - a. Ambassadors - Susan Wendleton (Hinds)
 - b. Banquet - Tina Hallmark (Hinds)
 - c. Emerging Leaders - Elizabeth Simmons (Eckels)
 - d. Marketing/Expo - Roy Mason (Simmons)
 - e. Public Policy - Steve Willis
6. Partner Reports
 - a. CVB - Wendi Douglas
 - b. Ministerial Alliance - Jim Benton
 - c. Vision Carthage - Neely Myers (Elliff)
7. Chairman's Report
 - a. 2018 Liaison assignments
8. President's Report
9. City of Carthage Report
10. Jasper County Report
11. Old Business
 - a. Building note
12. New Business
 - a. As needed

14. Upcoming calendar items
15. Closed Session (as needed)
16. *Next Meeting - Thursday, February 16, 2018*
17. Strategic Planning
18. Other Business
19. Adjourn

POSTED: _____ BY: _____

2017 Board of Directors meetings total = 12

Steve Willis	11	Robert Goar	8	Ministerial Alliance	5
Roy Mason	9	Dr. Jon Haffner	10	CVB	4
Brian Schmidt	10	Tina Hallmark	9	Carthage City Council	4
Susan Wendleton	8	Rodney Hinds	7	CWEP	1
Kenney Arnold	7	Elizabeth Simmons	10	Jasper Co. Commission	2
Paul Eckels	8	Dr. Sean Smith	5	City of Carthage	0



**Board of Directors Planning Retreat
Thursday, January 25, 2018
Heritage State Bank Meeting Room
11:30 a.m. – 3:30 p.m.**

- | | |
|------------------|--|
| 11:30-12:30 p.m. | Working Lunch/January Board Meeting |
| 12:30 p.m. | Institute of Organizational Management Review
Mary Jo Little
Neely Myers |
| 12:45 p.m. | Review of 2017 Strategic Goals-Where did we end up |
| 1:30 p.m. | Review our Programs |
| 2:00 p.m. | Break |
| 2:10 p.m. | Keep or Cut |
| 2:30p.m. | Economic Development |
| 3:15 p.m. | Key Goals/Strategies for 2018 and Beyond |
| 4:00 p.m. | Adjourn |

John Bartosh
Presiding Commissioner

Tom Flanigan
Eastern District Commissioner

Darieux K. Adams
Western District Commissioner

JASPER COUNTY COMMISSION



302 S. Main ST
Carthage, MO 64836

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

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

COMMISSION AGENDA
JANUARY 30, 2018
9:00 A.M.
JASPER COUNTY COURTHOUSE ROOM 101

1. CALL TO ORDER
 - PLEDGE OF ALLEGIANCE
 - PRAYER
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
 - ◊ Discuss LaRussell Special Road District
 - ◊ Emergency Repairs to Annex II Heating System
 - ◊ Approval of Change Order for the Juvenile Justice Center
10. PUBLIC HEARINGS

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

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

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

NOTICE POSTED JANUARY 26, 2018 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
FEBRUARY 6, 2018
9:00 A.M.
JASPER COUNTY COURTHOUSE ROOM 101

1. CALL TO ORDER
 PLEDGE OF ALLEGIANCE
 PRAYER
2. ROLL CALL
3. APPROVAL OF MINUTES
4. PRESENTATIONS
5. REPORTS AND COMMUNICATIONS
 ♦ **Bob McNary and Robert Balek-Missouri Extension Center Annual Report**
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 FEBRUARY 2, 2017 AT 4:00 P.M.

(RSMO 610.020)

CARTHAGE TREE BOARD

WEDNESDAY, FEBRUARY 7, 2018

5:15 P.M.

CARTHAGE PARK DEPARTMENT
MUNICIPAL PARK

TENTATIVE AGENDA

1. Consider and discuss possible T.R.I.M. Grant from MDC.
2. Consider and discuss plans for Arbor Day Celebration 2018.
3. Consider and discuss up-date on City Tree Ordinance.
4. Any other business.

ADJOURNMENT

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

Posted: _____

By: _____

CORRESPONDENCE

Summary of December 2017 Financial Report
Carthage Chamber of Commerce

The Carthage Chamber of Commerce finished the month of December with a net loss of -\$3,879.75 compared to a budgeted amount of \$4,440.80 Year to date was \$91,224.24 compared to budget of \$41,628.33 Some of the highlights for December are as follows:

1. Income was \$32,164.74 compared to budget of \$29,448.80. The following are the reasons for the increase.
 - (a) Membership dues was \$1403 above budget
 - (b) Annual Banquet Sponsorship was \$3500 above budget
 - (c) Ticket sales are \$1924 under budget

2. Expenses were \$36,044.49 compared to budget of \$25,008. The following are the reasons for the increase.
 - (a) Repairs and Maintenance were \$13,000 over budget do to paying a portion of the new roof cost. The insurance proceeds had already been applied to this expense account earlier.

3. The above also carried over to the Year to Date bottom line as well as receiving insurance proceeds that have not been expended. Maple Leaf Net Income being more than budgeted was another positive effect to the Year To Date bottom line.

Carthage Chamber of Commerce
Balance Sheet
 As of December 31, 2017

	Dec 31, 17
ASSETS	
Current Assets	
Checking/Savings	
General Checking	53,101.84
Maple Leaf Equity	30,622.34
Money Market	119,563.13
Petty Cash	200.00
Total Checking/Savings	203,487.31
Accounts Receivable	
1200 - Accounts Receivable	45,541.19
Total Accounts Receivable	45,541.19
Other Current Assets	
Prepaid Insurance - Business	5,355.17
1499 - Undeposited Funds	7,306.22
Total Other Current Assets	12,661.39
Total Current Assets	261,689.89
Fixed Assets	
Accumulated Depreciation	-89,439.90
Building	222,745.00
Building Improvements	12,795.41
Land	28,000.00
Office Equipment	16,301.39
Total Fixed Assets	190,401.90
TOTAL ASSETS	452,091.79
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 - Accounts Payable	2,019.42
Total Accounts Payable	2,019.42
Other Current Liabilities	
Accrued PTO	2,196.10
2100 - Payroll Liabilities	3,489.27
Total Other Current Liabilities	5,685.37
Total Current Liabilities	7,704.79
Long Term Liabilities	
UMB Building Loan	92,987.57
Total Long Term Liabilities	92,987.57
Total Liabilities	100,692.36
Equity	
3900 - Retained Earnings	260,175.19
Net Income	91,224.24
Total Equity	351,399.43
TOTAL LIABILITIES & EQUITY	452,091.79

Carthage Chamber of Commerce
Profit & Loss
 December 2017

	Dec 17
Ordinary Income/Expense	
Income	
Economic Development contract	9,310.00
Interest incomes	48.48
Maple Leaf income	71.37
Membership dues	
New member	301.50
Renewal	3,429.80
	3,731.30
Total Membership dues	3,731.30
Miscellaneous Income	35.00
Postage	324.79
Printing & copying	274.05
Registration fees	
Ticket Sales	2,960.00
Registration fees - Other	276.00
	3,236.00
Total Registration fees	3,236.00
Sponsorships	
Annual Banquet Sponsorship	14,500.00
Friday Coffee	125.00
Newsletter	98.75
	14,723.75
Total Sponsorships	14,723.75
Tenant Agreement	410.00
	410.00
Total Income	32,164.74
Gross Profit	32,164.74
Expense	
Advertising & publicity	1,206.00
Awards & prizes	105.95
Car allowance	200.00
Complimentary sponsorship	-1,033.00
Contract services	250.00
Depreciation Expense	667.01
Dues & subscriptions	41.60
Equipment lease	178.65
Food & drinks	
Breakfasts	2.97
Lunches	34.00
	36.97
Total Food & drinks	36.97
Insurance - health	1,505.64
Interest expense	297.97
Internet & website	99.94
Maple Leaf expense	194.59
Meals & entertainment	62.85
Mileage	91.22
Miscellaneous expense	50.00
Office supplies	
Office equipment	282.50
Office supplies - Other	480.42
	762.92
Total Office supplies	762.92
Printing	98.75
Professional fees	3,500.00
Repairs & maintenance	13,298.96

Carthage Chamber of Commerce
Profit & Loss
December 2017

	<u>Dec 17</u>
Salaries & wages	
Employer retirement contributio	1,262.27
Payroll taxes	727.18
Salaries & wages - Other	10,518.92
	<hr/>
Total Salaries & wages	12,508.37
Seminars & conferences	870.00
Utilities	877.10
Write Offs	173.00
	<hr/>
Total Expense	36,044.49
	<hr/>
Net Ordinary Income	-3,879.75
	<hr/>
Net Income	<u><u>-3,879.75</u></u>

Carthage Chamber of Commerce
Profit & Loss Budget vs. Actual
July through December 2017

	Jul - Dec 17	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Directory	0.00	0.00	0.00	0.0%
Donations	0.00	0.00	0.00	0.0%
Economic Development contract	55,860.00	55,860.00	0.00	100.0%
Interest incomes	304.53	137.84	166.69	220.9%
Maple Leaf income	53,373.58	46,032.51	7,341.07	115.9%
Membership dues				
New member	4,821.50	2,500.04	2,321.46	192.9%
Renewal	71,842.70	68,054.25	3,788.45	105.6%
Total Membership dues	76,664.20	70,554.29	6,109.91	108.7%
Miscellaneous income	1,216.00	88.00	1,128.00	1,381.8%
Postage	412.83	544.09	-131.26	75.9%
Printing & copying	274.05	497.46	-223.41	55.1%
Registration fees				
Christmas open house	550.00	1,000.00	-450.00	55.0%
Expo Booth Fee	0.00	0.00	0.00	0.0%
Mulligans	800.00	810.00	-10.00	98.8%
Putting contest	255.00	295.00	-40.00	86.4%
Quarterly Luncheon	864.00	1,000.00	-136.00	86.4%
Sidewalk Sale	560.00	550.00	10.00	101.8%
Team fee	1,950.00	1,940.00	10.00	100.5%
Ticket Sales	2,960.00	5,160.00	-2,200.00	57.4%
Registration fees - Other	1,636.00	989.00	647.00	165.4%
Total Registration fees	9,575.00	11,744.00	-2,169.00	81.5%
Sponsorships				
Annual Banquet Sponsorship	14,500.00	11,000.00	3,500.00	131.8%
Beverage	186.48	15.00	171.48	1,243.2%
Bowling Sponsor	0.00	0.00	0.00	0.0%
Business After Hours	275.00	200.00	75.00	137.5%
Eggs & Issues	0.00	0.00	0.00	0.0%
Expo Sponsorship	0.00	0.00	0.00	0.0%
Friday Coffee	125.00	300.00	-175.00	41.7%
Golf cart	0.00	0.00	0.00	0.0%
Golf contest	700.00	1,170.00	-470.00	59.8%
Golf Grand	5,600.00	5,600.00	0.00	100.0%
Golf hole	500.00	1,000.00	-500.00	50.0%
Newsletter	592.50	592.50	0.00	100.0%
Quarterly Luncheon Sponsor	250.00	250.00	0.00	100.0%
Trivia Sponsor	0.00	400.00	-400.00	0.0%
Sponsorships - Other	1,063.00	0.00	1,063.00	100.0%
Total Sponsorships	23,791.98	20,527.50	3,264.48	115.9%
Tenant Agreement	2,460.00	2,460.00	0.00	100.0%
Total Income	223,932.17	208,445.69	15,486.48	107.4%
Gross Profit	223,932.17	208,445.69	15,486.48	107.4%
Expense				
Advertising & publicity				
Signs	250.00	320.00	-70.00	78.1%
Advertising & publicity - Other	2,519.60	2,454.63	64.97	102.6%
Total Advertising & publicity	2,769.60	2,774.63	-5.03	99.8%
Awards & prizes				
Flight prizes	1,800.00	2,400.00	-600.00	75.0%
Awards & prizes - Other	1,558.86	2,112.00	-553.14	73.8%
Total Awards & prizes	3,358.86	4,512.00	-1,153.14	74.4%

**Carthage Chamber of Commerce
Profit & Loss Budget vs. Actual
July through December 2017**

	Jul - Dec 17	Budget	\$ Over Budget	% of Budget
Bank & credit card fees				
Equipment Fees	200.00			
Bank & credit card fees - Other	161.19	225.66	-64.47	71.4%
Total Bank & credit card fees	361.19	225.66	135.53	160.1%
Car allowance	1,200.00	1,200.00	0.00	100.0%
Complimentary sponsorship	-1,033.00	0.00	-1,033.00	100.0%
Contract services	1,565.00	320.00	1,245.00	489.1%
Depreciation Expense	4,002.06	4,000.04	2.02	100.1%
Dues & subscriptions	1,562.14	2,400.00	-837.86	65.1%
Equipment lease	1,489.38	1,540.04	-50.66	96.7%
Facility use fees				
Greens/carts	3,500.00	3,500.00	0.00	100.0%
Room & setup fees	448.00	550.00	-102.00	81.5%
Facility use fees - Other	0.00	0.00	0.00	0.0%
Total Facility use fees	3,948.00	4,050.00	-102.00	97.5%
Food & drinks				
Appetizers/snacks	59.54	0.00	59.54	100.0%
Beverages	21.88	106.23	-84.35	20.6%
Breakfasts	8.92	0.00	8.92	100.0%
Dinners	141.59	208.81	-67.22	67.8%
Lunches	456.70	1,002.04	-545.34	45.6%
Teacher luncheon	364.59	300.00	64.59	121.5%
Food & drinks - Other	11.42	0.00	11.42	100.0%
Total Food & drinks	1,064.64	1,617.08	-552.44	65.8%
Insurance - business	-911.75	0.00	-911.75	100.0%
Insurance - health	7,889.35	8,360.02	-470.67	94.4%
Interest expense	1,813.84	2,350.04	-536.20	77.2%
Internet & website	1,199.64	1,000.04	199.60	120.0%
Maple Leaf expense	30,459.74	38,525.80	-8,066.06	79.1%
Meals & entertainment	1,157.32	1,669.08	-511.76	69.3%
Mileage	856.96	525.06	331.90	163.2%
Miscellaneous expense	1,095.00	485.16	609.84	225.7%
Office supplies				
Office equipment	1,916.35	500.08	1,416.27	383.2%
Office supplies - Other	1,059.33	525.87	533.46	201.4%
Total Office supplies	2,975.68	1,025.95	1,949.73	290.0%
Postage & delivery	500.00	1,500.00	-1,000.00	33.3%
Printing				
Member plaques	0.00	0.00	0.00	0.0%
Printing - Other	765.30	2,218.58	-1,453.28	34.5%
Total Printing	765.30	2,218.58	-1,453.28	34.5%
Professional fees	3,650.00	4,750.00	-1,100.00	76.8%
Repairs & maintenance	-16,726.53	1,800.00	-18,526.53	-929.3%
Salaries & wages				
Employer retirement contributio	2,524.54	2,453.00	71.54	102.9%
Payroll taxes	3,319.80	5,709.06	-2,389.26	58.1%
Salaries & wages - Other	58,430.82	62,701.04	-4,270.22	93.2%
Total Salaries & wages	64,275.16	70,863.10	-6,587.94	90.7%
Scholarships	1,000.00			
Seminars & conferences	1,948.00	1,950.00	-2.00	99.9%
Taxes & licenses	120.28	105.00	15.28	114.6%

**Carthage Chamber of Commerce
 Profit & Loss Budget vs. Actual
 July through December 2017**

	<u>Jul - Dec 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Travel				
Airfare	529.60	600.00	-70.40	88.3%
Lodging	339.02	1,400.04	-1,061.02	24.2%
Travel - Other	0.00	250.04	-250.04	0.0%
Total Travel	868.62	2,250.08	-1,381.46	38.6%
Utilities	5,022.70	4,800.00	222.70	104.6%
Write Offs	4,460.75			
Total Expense	132,707.93	166,817.36	-34,109.43	79.6%
Net Ordinary Income	91,224.24	41,628.33	49,595.91	219.1%
Net Income	91,224.24	41,628.33	49,595.91	219.1%

Membership – With 4 new members (AAA Appliance Repair, Bill White, Farmers Insurance, Foundations Financial Planning), and 2 dropped members (Hillbilly Pumping, Personnel Solutions) we finished the month of December up 2 members (\$125) from November 2017 and up 26 members from the same month in 2016 (\$2906).

Ambassadors – Attendance continues to depend on the event. Several ribbon cuttings have had great attendance and others have been poorly attended. Ambassadors will continue to make face to face appointments with all new members as they join. Neely is still pursuing identifiers such as jackets or sweaters.

Marketing/Expo & Home Show – Facebook live videos continue to have significant views. A YouTube channel has gone live with videos to be added as available. 70 of 73 Expo/Home Show spaces are sold with 7 major sponsorships sold as well, adding a top-level Spotlight sponsors at \$750.

Vision –Several projects have been discussed.

Reports for January 25 Board meeting

Banquet

Largest attendance

Second largest sponsor support

Wrap-up meeting: Feb 6

Emerging Leaders

Recruitment efforts at Banquet

2018 planning meeting: Jan 24

Maple Leaf

First meeting Feb 1

Parade date: Oct 20



Economic Development Project Activity Tracker *December 2017*

The activity tracker measures the year-to-date level of economic development project activity (prospects) in the Carthage area. The Carthage Chamber serves as the lead business expansion and attraction entity for the Carthage area.

2017 Total Prospects (includes new and existing companies).....	8
Active Projects.....	10

- Several discussions with City Administrator regarding economic development
- Meeting with City Administrator and Liberty Tree personnel
- Meeting with Kim Lingle, Michelle Jennings of MBL Development
- Meeting with an individual regarding interest in retail business development
- Phone discussion with out of town realtor looking at property for restaurant
- Meeting with property owner representative regarding economic development opportunities

The Carthage Chamber of Commerce is a member of the Joplin Regional Partnership (JRP), a regional effort in Southwest Missouri and Southeast Kansas to bring businesses to the area. JRP is contacted by the Missouri Partnership who markets Missouri nationally and internationally to companies wanting to move their facility to another location. The Carthage Chamber of Commerce is contacted by JRP for available buildings and land.

Strategic Planning Notes
Review of 2017 Strategic Goals

Short Term Goals <1 year

Expand CEL

- Recruitment flyers to HR departments
- Recruit MSSU, Crowder, CHS Students

Evaluate events and look at increasing participation or dropping event

- Brainstorm with marketing committee
- Earlier registration deadlines
- Research other Chambers
- Investigate partnering with others

Better connectivity with other organizations

- Actively seek other organizations to work with Chamber
- Try and partner on projects that benefit Carthage

Mid Term Goals 2-5 years

Capitalize on destination benefits

- Collaborate with CVB on attracting visitors
- Utilize the assets we have-artists, history, etc.

Project to enhance entrances to Carthage

- Work with Vision Carthage and CVB on continuity
- Work with City on improving entrances to Carthage

Long Term Goals <5 years

Hispanic Community Outreach

- Contact representatives of 4 communities
- Continue outreach to Hispanic owned businesses
- Expand Spanish marketing
- Investigate Spanish immersion course

JANUARY 2018 MONTHLY JUDGEMENTS FILED

<u>CITATION</u>	<u>NAME</u>	<u>STATUS</u>	<u>STATUS DATE/TIME</u>	<u>FILED DATE</u>	<u>OFFENSE</u>	<u>PLEA</u>	<u>PLEA DATE</u>	<u>CONVICTION DATE</u>	<u>TOTAL DUE</u>
170531396	ACREE, STEVEN MICHEAL	IA	02/22/2018 9:00	1/23/18	PETIT THEFT				\$ 29.00
170531397	ACREE, STEVEN MICHEAL	IA	02/22/2018 9:00	1/23/18	PETIT THEFT				\$ 29.00
170532572	ADAMS, BRANDON S	IA	03/01/2018 9:00	1/4/18	SEATBELT				\$ 10.00
170532573	ADAMS, BRANDON S	IA	03/01/2018 9:00	1/4/18	NO PROOF OF INSURANCE				\$ 29.00
170532929	ADAMS, KALEB RAY	IA	02/08/2018 9:00	1/11/18	POSS CONTROLLED SUBSTANCE				\$ 29.00
170532364	ADAMS, SHANLEY O	IA	02/08/2018 9:00	1/11/18	NO PROOF OF INSURANCE				\$ 29.00
170533781	ALVARADO, MARIA	IA	02/22/2018 9:00	1/26/18	NO OPERATORS LICENSE				\$ 129.00
170533187	ANDERSON, DON	CL	01/12/2018 14:16	1/12/18	NO OPERATORS LICENSE	PG	1/12/2018	1/12/2018	
170533677	AYALA GARCIA, BRIAN	IA	02/15/2018 9:00	1/23/18	NO PROOF OF INSURANCE				\$ 29.00
170531770	BAKER, CHRISTOPHER DEAN	IA	02/08/2018 9:00	1/10/18	PETIT THEFT				\$ 29.00
170531771	BAKER, CHRISTOPHER DEAN	IA	02/08/2018 9:00	1/10/18	PETIT THEFT				\$ 29.00
170531772	BAKER, CHRISTOPHER DEAN	IA	02/08/2018 9:00	1/10/18	PETIT THEFT				\$ 29.00
170533426	BALSTER, TEDIE J	UF	02/08/2018 9:00	1/11/18	DRIVING WHILE SUSPENDED	PG	2/01/2018	2/01/2018	\$ 179.00
170532362	BANELS, DORA ALBERTA	CL	02/02/2018 8:35	1/4/18	IMPROPER REGISTRATION	PG	2/02/2018	2/02/2018	
170531981	BAYLESS, MICHAEL ALAN	VD	01/24/2018 9:00	1/4/18	SPEEDING 10 - 24 OVER				
170533726	BEAR, TRICIA LYNN	DI	01/31/2018 9:00	1/31/18	NO PROOF OF INSURANCE				
170532222	BEASLEY, HAYDEN NOAH	IA	03/01/2018 9:00	1/11/18	NO OPERATORS LICENSE				\$ 129.00
170532221	BEAVER, ETHAN JAMES	CL	02/06/2018 9:28	1/4/18	NO OPERATORS LICENSE	PG	2/01/2018	2/01/2018	
170532801	BERGEN, SAMUEL JESSE	UF	02/15/2018 9:00	1/11/18	IMPROPER REGISTRATION	PG	2/06/2018	2/06/2018	\$ 124.00
170532802	BERGEN, SAMUEL JESSE	UF	02/15/2018 9:00	1/11/18	SEATBELT	PG	2/06/2018	2/06/2018	\$ 10.00
170532653	BLACK, KENNETH L	UF	02/08/2018 9:00	1/4/18	IMPROPER REGISTRATION	PG	1/25/2018	1/25/2018	\$ 124.00
170532654	BLACK, KENNETH L	DJ	01/25/2018 9:00	1/4/18	NO PROOF OF INSURANCE				
170531519	BLAKENEY, JAMES W	UF	03/01/2018 9:00	1/11/18	IMPROPER EQUIPMENT	PG	1/25/2018	1/25/2018	\$ 229.00
170531520	BLAKENEY, JAMES W	UF	03/01/2018 9:00	1/11/18	PETIT THEFT	PG	1/25/2018	1/25/2018	\$ 279.00
170532982	BLIZZARD, DANIELLE N	CL	02/05/2018 14:55	1/5/18	IMPROPER EQUIPMENT	PG	2/05/2018	2/01/2018	
170531089	BREWER, AVERY PAULINA	IA	02/15/2018 9:00	1/23/18	DOG AT LARGE-3RD OFFENSE				\$ 110.00
170533029	BRIGGS, GLENN D	IA	02/15/2018 9:00	1/23/18	NO PROOF OF INSURANCE				\$ 29.00
170533030	BRIGGS, GLENN D	IA	02/15/2018 9:00	1/12/18	DRIVING WHILE REVOKED				\$ 29.00
170533443	BRUST, JAMIE GAIL	IA	02/15/2018 9:00	1/23/18	NO OPERATORS LICENSE				\$ 129.00
170533288	BYRD, DANIEL ALLEN CURTIS	TR	03/15/2018 9:00	1/26/18	DOMESTIC ASSAULT-3RD DEGREE	NG	2/01/2018		\$ 29.00
170531988	CABRERA, ERNEST	IA	02/15/2018 9:00	1/23/18	C & I DRIVING				\$ 155.00
170533448	CABRERA, ERNEST	IA	02/15/2018 9:00	1/23/18	IMPROPER EQUIPMENT				\$ 85.00
170533449	CABRERA, ERNEST	IA	02/15/2018 9:00	1/23/18	POSS CONTROLLED SUBSTANCE				\$ 29.00

JANUARY 2018 MONTHLY JUDGEMENTS FILED

160578818	CANNON, THERESA MONIQUE	IA	02/08/2018 9:00	1/11/18	PETIT THEFT				\$	29.00
170532574	CARTERMAN, ANGELA SIBLE FRANCIS	IA	02/22/2018 9:00	1/11/18	NO PROOF OF INSURANCE				\$	29.00
170532663	CASH, JANELLE	CL	01/10/2018 9:27	1/8/18	SPEEDING 10 - 24 OVER	PG	1/08/2018	1/08/2018		
170533184	CASTANON, MAUDILIA EDITH	IA	02/08/2018 9:00	1/11/18	INATTENTIVE DRIVING				\$	135.00
170533109	CATALAN GARCIA, MELVIN	IA	02/08/2018 9:00	1/11/18	NO OPERATORS LICENSE				\$	129.00
170533110	CATALAN GARCIA, MELVIN	IA	02/08/2018 9:00	1/11/18	NO PROOF OF INSURANCE				\$	29.00
170532794	CATES, STEPHANIE J	TR	05/17/2018 9:00	1/2/18	DRIVING WHILE INTOXICATED	NG	2/01/2018		\$	29.00
170532795	CATES, STEPHANIE J	UF	02/15/2018 9:00	1/2/18	PETIT THEFT	PG	2/01/2018	2/01/2018	\$	279.00
170532985	CHUTA GUTIERREZ, KEVIN GERARDO	WI	03/08/2018 9:00	1/11/18	SPEEDING 10 - 24 OVER				\$	81.00
170533444	CIFUENTES-GARZA, AMINTA	IA	02/15/2018 9:00	1/23/18	NO OPERATORS LICENSE				\$	129.00
170533445	CIFUENTES-GARZA, AMINTA	IA	02/15/2018 9:00	1/23/18	NO PROOF OF INSURANCE				\$	29.00
170533446	CIFUENTES-GARZA, AMINTA	IA	02/15/2018 9:00	1/23/18	SEATBELT				\$	10.00
170531990	CIFUENTES ESTRADA, EDIL E	IA	02/22/2018 9:00	1/22/18	DRIVING WHILE REVOKED				\$	29.00
170532359	CLARK, BILLY GENE	CL	01/25/2018 15:50	1/4/18	STOP LIGHT-STEADY RED	PG	1/25/2018	1/25/2018		
170533286	CLAUS, AMY DAWN	WI	04/05/2018 9:00	1/23/18	FAIL TO YIELD RIGHT OF WAY				\$	85.00
170533180	COKER, NICHOLAS SCOTT	IA	03/01/2018 9:00	1/4/18	PETIT THEFT				\$	29.00
170532858	COLE, JAEDIN AURORA	IA	03/01/2018 9:00	1/4/18	IMPROPER REGISTRATION				\$	124.00
170532859	COLE, JAEDIN AURORA	IA	03/01/2018 9:00	1/4/18	POSSESSION DRUG PARAPHERNALI				\$	29.00
170532863	COLE, JAEDIN AURORA	IA	03/01/2018 9:00	1/4/18	NO OPERATORS LICENSE				\$	129.00
170533284	COOK, CODY A	IA	02/15/2018 9:00	1/23/18	NO PROOF OF INSURANCE				\$	29.00
170533285	COOK, CODY A	IA	02/15/2018 9:00	1/23/18	IMPROPER REGISTRATION				\$	124.00
170533289	COWLES, PETER ANTHONY	IA	02/22/2018 9:00	1/26/18	DRIVING WHILE SUSPENDED				\$	29.00
170533290	COWLES, PETER ANTHONY	IA	02/22/2018 9:00	1/26/18	DRIVING WHILE INTOXICATED				\$	29.00
170533291	COWLES, PETER ANTHONY	IA	02/22/2018 9:00	1/26/18	OBSTRUCT OFFICER				\$	29.00
160578814	CUELLAR, SANTOS J	UF	02/22/2018 9:00	1/4/18	TRESPASS	PG	1/25/2018	1/25/2018	\$	179.00
170531984	DAVIS, MICHAEL ALLEN	VD	01/12/2018 9:00	1/12/18	POSS CONTROLLED SUBSTANCE					
170531987	DAVIS, MICHAEL ALLEN	IA	03/01/2018 9:00	1/23/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170533434	DE LA CRUZ GONZALEZ, ELIZANDRO	WI	03/29/2018 9:00	1/11/18	DRIVING WHILE INTOXICATED				\$	29.00
170533435	DE LA CRUZ GONZALEZ, ELIZANDRO	WI	03/29/2018 9:00	1/11/18	NO PROOF OF INSURANCE				\$	29.00
170533436	DE LA CRUZ GONZALEZ, ELIZANDRO	WI	03/29/2018 9:00	1/11/18	DRIVING WHILE REVOKED				\$	29.00
170533437	DE LA CRUZ GONZALEZ, ELIZANDRO	WI	03/29/2018 9:00	1/11/18	FAIL TO DRIVE ON RIGHT SIDE OF ST				\$	85.00
170532875	DE LA PENA, GLADIS ELIZABETH	CL	01/30/2018 16:02	1/4/18	NO OPERATORS LICENSE	PG	1/30/2018	1/30/2018		
170533460	DE LA PENA, STEPHANIE BIANCA	IA	02/22/2018 9:00	1/26/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170533461	DE LA PENA, STEPHANIE BIANCA	IA	02/22/2018 9:00	1/26/18	POSSESSION DRUG PARAPHERNALI				\$	29.00

JANUARY 2018 MONTHLY JUDGEMENTS FILED

170533686	DELEON-RIVERA, MAUDILIA	IA	02/22/2018 9:00	1/26/18	DRIVING WHILE REVOKED				\$	29.00
170533687	DELEON-RIVERA, MAUDILIA	IA	02/22/2018 9:00	1/26/18	SEATBELT				\$	10.00
170533106	DIAZ JUAREZ, DEMECIO ROEL	CL	01/08/2018 12:25	1/4/18	NO OPERATORS LICENSE	PG	1/08/2018	1/08/2018		
170532659	DITTMAR, JAMES KEVIN	CL	01/26/2018 13:15	1/4/18	SPEEDING 10 - 24 OVER 44 MPH in	PG	1/26/2018	1/26/2018		
170532660	DITTMAR, JAMES KEVIN	CL	01/26/2018 13:15	1/4/18	SEATBELT	PG	1/26/2018	1/26/2018		
170532991	DODD, SYDNEY LYNN	IA	02/15/2018 9:00	1/23/18	IMPROPER REGISTRATION				\$	124.00
170532989	DOYLE, SYDNEY BLAKE	IA	02/15/2018 9:00	1/23/18	SPEEDING 10 - 24 OVER 50 MPH in				\$	109.00
170532990	DOYLE, SYDNEY BLAKE	IA	02/15/2018 9:00	1/23/18	NO PROOF OF INSURANCE				\$	29.00
170532818	ELSEY, TIMOTHY ANDREW	UF	03/15/2018 9:00	1/31/18	OBSTRUCT OFFICER	PG	2/01/2018	2/01/2018	\$	179.00
170531467	ERSKIN, TIFFANY	IA	03/01/2018 9:00	1/4/18	PETIT THEFT				\$	29.00
170531468	ERSKIN, TIFFANY	IA	03/01/2018 9:00	1/4/18	PETIT THEFT				\$	29.00
170531088	ESCOBAR REYES, HECTOR E	IA	02/08/2018 9:00	1/11/18	DOG AT LARGE-2ND OFFENSE				\$	95.00
170533277	EVANS, MICHAEL A	DP	02/01/2018 9:00	1/4/18	NO PROOF OF INSURANCE					
170532903	EWERS, AMY RENAE	VD	02/06/2018 9:00	1/11/18	IMPROPER REGISTRATION					
170532664	EZELL, JONATHON EVERETT	DI	01/29/2018 9:00	1/11/18	NO PROOF OF INSURANCE					
170532521	FERGUSON, FLOYD RAY	DI	01/25/2018 9:00	1/4/18	NO PROOF OF INSURANCE					
170533685	FERGUSON, JEFFRIE WAYNE	DI	01/25/2018 9:00	1/25/18	NO PROOF OF INSURANCE					
170532935	FLEMING, CHACE AUSTIN	IA	02/15/2018 9:00	1/23/18	LEAVE SCENE OF ACCIDENT				\$	29.00
170533427	FLEMINGS, ROBERT	IA	02/08/2018 9:00	1/11/18	DRIVING WHILE REVOKED				\$	29.00
170531766	FOSDICK, MANDY M	IA	02/08/2018 9:00	1/11/18	SEATBELT				\$	10.00
170531767	FOSDICK, MANDY M	IA	02/08/2018 9:00	1/11/18	NO PROOF OF INSURANCE				\$	29.00
170532571	FOSDICK, MANDY M	CL	01/08/2018 9:35	1/4/18	SEATBELT	PG	1/08/2018	1/08/2018		
170532926	FRANKLIN, VERA ELLEN	CL	02/01/2018 9:35	1/11/18	SEATBELT	PG	2/01/2018	2/01/2018		
170533278	GALLARDO AVILA, JOSE D	WI	04/26/2018 9:00	1/4/18	DRIVING WHILE REVOKED				\$	29.00
170533279	GALLARDO AVILA, JOSE D	WI	04/26/2018 9:00	1/4/18	FAIL YIELD TO EMERGENCY VEHICLE				\$	29.00
170533280	GALLARDO AVILA, JOSE D	WI	04/26/2018 9:00	1/4/18	DOMESTIC ASSAULT-3RD DEGREE				\$	29.00
170533688	GARCIA, OLEGARIO	IA	03/01/2018 9:00	1/25/18	NO OPERATORS LICENSE				\$	129.00
170531522	GARRISON, DENNIS R	IA	02/22/2018 9:00	1/23/18	PETIT THEFT				\$	29.00
170532986	GESS, FAITH M	IA	02/08/2018 9:00	1/11/18	ASSAULT-4TH DEGREE				\$	29.00
170532793	GODDARD, JAMIE LYNN	CL	01/16/2018 13:58	1/4/18	SPEEDING 10 - 24 OVER 44 MPH in	PG	1/16/2018	1/16/2018		
170531398	GOLAY, PATRICK E	CL	01/19/2018 9:35	1/19/18	SEATBELT	PG	1/19/2018	1/19/2018		
170533377	GOMEZ MENDEZ, JULIO	CL	01/18/2018 15:36	1/11/18	NO OPERATORS LICENSE	PG	1/18/2018	1/18/2018		
170531761	GONZALES, DANIEL S	IA	03/01/2018 9:00	1/4/18	PETIT THEFT				\$	29.00
170533777	GONZALEZ GARZA, ODILIA CLARIVEL	IA	02/15/2018 9:00	1/23/18	NO PROOF OF INSURANCE				\$	29.00

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170533031	GONZALEZ REYES, ANDRES BIERI	IA	02/15/2018 9:00	1/23/18	NO OPERATORS LICENSE				\$	129.00
170532672	GONZALEZ TZUL, EDGAR EMILIANO	IA	02/22/2018 9:00	1/23/18	NO OPERATORS LICENSE				\$	129.00
170532673	GONZALEZ TZUL, EDGAR EMILIANO	IA	02/22/2018 9:00	1/23/18	NO PROOF OF INSURANCE				\$	29.00
160578813	GONZALEZ, JAIRO	CL	01/25/2018 9:52	1/4/18	TRESPASS	PG	1/25/2018	1/25/2018		
170533193	GONZALEZ, NORMA	IA	02/15/2018 9:00	1/23/18	NO OPERATORS LICENSE				\$	129.00
170533194	GONZALEZ, NORMA	IA	02/15/2018 9:00	1/23/18	SEATBELT				\$	10.00
170533195	GONZALEZ, NORMA	IA	02/15/2018 9:00	1/23/18	NO PROOF OF INSURANCE				\$	29.00
170533189	GOODSON, CHERYL DENISE	IA	02/15/2018 9:00	1/23/18	NO PROOF OF INSURANCE				\$	29.00
170533190	GOODSON, CHERYL DENISE	IA	02/15/2018 9:00	1/23/18	IMPROPER REGISTRATION				\$	124.00
170532899	GOSS, CANDACE M	IA	03/01/2018 9:00	1/4/18	NO OPERATORS LICENSE				\$	129.00
170531473	GOUGE, CASEY A	DP	02/01/2018 9:00	1/11/18	PETIT THEFT					
170531474	GOUGE, CASEY A	DP	02/01/2018 9:00	1/11/18	TRESPASS					
170533459	GRICKS, TYLER V	CL	01/26/2018 14:39	1/26/18	SEATBELT	PG	1/26/2018	1/26/2018		
170533780	GRUNDEN, BRIAN	IA	02/22/2018 9:00	1/26/18	NO PROOF OF INSURANCE				\$	29.00
170532934	GUERRA AGUERO, BRENDA L	IA	02/15/2018 9:00	1/23/18	NO PROOF OF INSURANCE				\$	29.00
170531392	GUZMAN, CARLOS	CL	01/02/2018 12:38	1/2/18	NO OPERATORS LICENSE	PG	1/02/2018	1/02/2018		
170531985	HAGEN, SVEN THOR REED	IA	02/15/2018 9:00	1/23/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170531986	HAGEN, SVEN THOR REED	IA	02/15/2018 9:00	1/23/18	TRESPASS				\$	29.00
170532661	HARKRADER, EVAN LEE	CL	01/02/2018 11:07	1/2/18	SEATBELT	PG	1/02/2018	1/02/2018		
170532800	HART, LAURA FAY	IA	02/08/2018 9:00	1/11/18	NO PROOF OF INSURANCE				\$	29.00
170532657	HAWKINS, CAMERON A	IA	03/01/2018 9:00	1/4/18	DRIVING WHILE REVOKED				\$	29.00
170533178	HERNANDEZ VILLALOBOS, LORENA	TR	04/12/2018 9:00	1/4/18	NO PROOF OF INSURANCE	NG	2/01/2018		\$	29.00
170533179	HERNANDEZ VILLALOBOS, LORENA	TR	04/12/2018 9:00	1/4/18	NO OPERATORS LICENSE	NG	2/01/2018		\$	129.00
170531983	HICKMAN, BLANCA MARBELIZ	IA	02/15/2018 9:00	1/4/18	ASSAULT-4TH DEGREE				\$	29.00
170532323	HIJOE, GLAINE ANNA	TR	03/01/2018 9:00	1/4/18	DRIVING WHILE REVOKED	NG	1/25/2018		\$	29.00
170532324	HIJOE, GLAINE ANNA	TR	03/01/2018 9:00	1/4/18	INATTENTIVE DRIVING	NG	1/25/2018		\$	135.00
170533188	HILL, VERONICA	IA	02/08/2018 9:00	1/23/18	FAIL YIELD TO EMERGENCY VEHICLE				\$	29.00
170532396	HITCHCOCK, STEVEN P	IA	03/22/2018 9:00	1/11/18	UNNEC VEHICLE NOISE				\$	85.00
170532992	HITCHCOCK, STEVEN P	IA	02/15/2018 9:00	1/23/18	IMPROPER REGISTRATION				\$	124.00
170532900	HODKIN, KRISTINA ANNE	VD	02/06/2018 9:00	1/11/18	IMPROPER REGISTRATION					
170532901	HODKIN, KRISTINA ANNE	VD	02/06/2018 9:00	1/11/18	NO PROOF OF INSURANCE					
170532223	HODSON, DUSTY RAY	IA	03/01/2018 9:00	1/11/18	PEACE DISTURBANCE				\$	29.00
170533457	HODSON, DUSTY RAY	IA	02/15/2018 9:00	1/23/18	DRIVING WHILE SUSPENDED				\$	29.00
170533458	HODSON, DUSTY RAY	IA	02/15/2018 9:00	1/23/18	SEATBELT				\$	10.00

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170531475	HUINAC VASQUEZ, ARNULFO	IA	02/08/2018 9:00	1/11/18	NO OPERATORS LICENSE					\$	129.00
170533028	HUINAC VASQUEZ, ARNULFO	IA	02/08/2018 9:00	1/8/18	OBSTRUCT OFFICER					\$	29.00
170532367	HUTCHISON, KATHLEEN KAY	IA	02/15/2018 9:00	1/23/18	IMPROPER REGISTRATION					\$	124.00
170532522	IBARRA, RICHARD MANZANO	IA	02/22/2018 9:00	1/4/18	NO PROOF OF INSURANCE					\$	29.00
170532655	ISLEY, BRAXTON SCOTT	IA	03/01/2018 9:00	1/4/18	IMPROPER REGISTRATION					\$	124.00
170532656	ISLEY, BRAXTON SCOTT	IA	03/01/2018 9:00	1/4/18	NO PROOF OF INSURANCE					\$	29.00
170532662	IVANOVA, MARINA IVANOVA	DI	01/23/2018 9:00	1/4/18	NO PROOF OF INSURANCE						
170533450	JENNY, MICHELE A	IA	02/15/2018 9:00	1/23/18	NO PROOF OF INSURANCE					\$	29.00
170533451	JENNY, MICHELE A	IA	02/15/2018 9:00	1/23/18	IMPROPER REGISTRATION					\$	124.00
170533452	JENNY, MICHELE A	IA	02/15/2018 9:00	1/23/18	POSS CONTROLLED SUBSTANCE					\$	29.00
170532936	JOHNSON, ALEXANDER BENJAMIN	IA	02/22/2018 9:00	1/26/18	NO PROOF OF INSURANCE					\$	29.00
170531472	JONES, STEVEN	UF	02/08/2018 9:00	1/4/18	POSS CONTROLLED SUBSTANCE	PG	2/01/2018	2/01/2018		\$	29.00
170532524	JONES, VERNON DALE	CL	02/01/2018 9:51	1/4/18	IMPROPER EQUIPMENT	PG	2/01/2018	2/01/2018			
170533456	JUAREZ-HERNANDEZ, SAMUEL	IA	02/15/2018 9:00	1/23/18	NO OPERATORS LICENSE					\$	129.00
170533108	JUAREZ REYES, YONI	AJ	02/07/2019 9:00	1/4/18	NO PROOF OF INSURANCE					\$	29.00
170533122	KELL, SHAWN	IA	02/08/2018 9:00	1/11/18	DRIVING WHILE REVOKED					\$	29.00
170533123	KELL, SHAWN	IA	02/08/2018 9:00	1/11/18	NO PROOF OF INSURANCE					\$	29.00
170533111	KELLAR, JAMIE DEONE	IA	02/08/2018 9:00	1/11/18	NO PROOF OF INSURANCE					\$	29.00
170532902	KIRKENDOLL, SYLVIA LYNN	IA	02/08/2018 9:00	1/11/18	NO PROOF OF INSURANCE					\$	29.00
170532981	LEATHERS, STEVEN GLENN JR	CL	02/06/2018 9:28	1/4/18	IMPROPER REGISTRATION	PG	2/01/2018	2/01/2018			
170531521	LEBLANC, SHAYLA L	IA	02/08/2018 9:00	1/11/18	DOG AT LARGE					\$	85.00
170533036	LINARES ANDALUZ, MANUEL	IA	02/22/2018 9:00	1/23/18	NO OPERATORS LICENSE					\$	129.00
170533037	LINARES ANDALUZ, MANUEL	IA	02/22/2018 9:00	1/23/18	NO PROOF OF INSURANCE					\$	29.00
170531086	LOPEZ, LIDIA M	IA	03/01/2018 9:00	1/4/18	DOG AT LARGE					\$	85.00
170531087	LOPEZ, LIDIA M	IA	03/01/2018 9:00	1/4/18	NO CITY DOG LICENSE					\$	80.00
170533196	LORD, ANDREW	WI	02/15/2018 9:00	1/23/18	ASSAULT-4TH DEGREE	NG	1/18/2018			\$	29.00
170533678	LOYD, TONYA JO	IA	02/22/2018 9:00	1/26/18	NO PROOF OF INSURANCE					\$	29.00
170532932	LUGARDOBARRIOS, KEVIN ALEXANDER	IA	02/08/2018 9:00	1/11/18	NO OPERATORS LICENSE					\$	129.00
170532933	LUGARDOBARRIOS, KEVIN ALEXANDER	IA	02/08/2018 9:00	1/11/18	NO PROOF OF INSURANCE					\$	29.00
170531518	LYNCH, WILLIAM P	IA	02/08/2018 9:00	1/11/18	OVERTIME PARKING					\$	40.00
170533453	MACIAS-CISNEROS, MIRANDA DAWN	IA	02/15/2018 9:00	1/15/18	IMPROPER REGISTRATION					\$	124.00
170533454	MACIAS-CISNEROS, MIRANDA DAWN	IA	02/15/2018 9:00	1/15/18	IMPROPER EQUIPMENT					\$	85.00
170533455	MACIAS-CISNEROS, MIRANDA DAWN	IA	02/15/2018 9:00	1/15/18	POSSESSION DRUG PARAPHERNALI,					\$	29.00
170533778	MALDONADO CHAVEZ, MARIO	IA	02/15/2018 9:00	1/23/18	NO OPERATORS LICENSE					\$	129.00

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170533033	MALDONADO, MARIO	IA	02/22/2018 9:00	1/26/18	C & I DRIVING				\$	155.00
170533034	MALDONADO, MARIO	IA	02/22/2018 9:00	1/26/18	NO PROOF OF INSURANCE				\$	29.00
170533035	MALDONADO, MARIO	IA	02/22/2018 9:00	1/26/18	NO OPERATORS LICENSE				\$	129.00
170532898	MANDELBAUM, RICHARD A	UF	02/08/2018 9:00	1/4/18	FAIL TO YIELD RIGHT OF WAY-STOP	PG	1/25/2018	1/25/2018	\$	129.00
170532908	MARTINEZ-LOPEZ, ENOC	IA	02/22/2018 9:00	1/26/18	SPEEDING 10 - 24 OVER 50 MPH in				\$	109.00
170532397	MASERANG, KYLE VINCENT	IA	02/08/2018 9:00	1/11/18	IMPROPER REGISTRATION				\$	124.00
170532398	MASERANG, KYLE VINCENT	IA	02/08/2018 9:00	1/11/18	SEATBELT				\$	10.00
170533680	MASTERS, EVAN	IA	02/22/2018 9:00	1/26/18	ATTEMPT TO ELUDE				\$	29.00
170533681	MASTERS, EVAN	IA	02/22/2018 9:00	1/26/18	POSSESSION DRUG PARAPHERNALI				\$	29.00
170533682	MASTERS, EVAN	IA	02/22/2018 9:00	1/26/18	NO PROOF OF INSURANCE				\$	29.00
170533683	MASTERS, EVAN	IA	02/22/2018 9:00	1/26/18	C & I DRIVING				\$	155.00
170533684	MASTERS, EVAN	IA	02/22/2018 9:00	1/26/18	IMPROPER EQUIPMENT				\$	85.00
170531515	MAXWELL, RHONDI KAY	DP	01/24/2018 9:00	1/4/18	OVERTIME PARKING					
170533176	MAY, JOSHUA T P	UF	02/08/2018 9:00	1/4/18	POSSESSION DRUG PARAPHERNALI	PG	1/25/2018	1/25/2018	\$	529.00
160578824	MAZARIEGOS, MYNOR	IA	02/22/2018 9:00	1/26/18	OBSTRUCT TRAFFIC				\$	85.00
170532360	MCCONNELL, JESSE WILKS	TR	04/12/2018 9:00	1/4/18	SPEEDING 10 - 24 OVER 45 MPH in	NG	2/01/2018		\$	89.00
170532361	MCCONNELL, JESSE WILKS	IA	02/01/2018 9:00	1/4/18	IMPROPER REGISTRATION				\$	124.00
170531516	MCCULLOCH, CHRISTINA GAIL	IA	02/08/2018 9:00	1/11/18	PETIT THEFT				\$	29.00
170531769	MCCULLOCH, CORANA LYNN	IA	02/08/2018 9:00	1/11/18	PROPERTY DESTRUCTION				\$	29.00
170533026	MCDONALD, BOBBY	IA	02/08/2018 9:00	1/11/18	PETIT THEFT				\$	29.00
170533027	MCDONALD, BOBBY	IA	02/08/2018 9:00	1/11/18	PETIT THEFT				\$	29.00
170532939	MCLEAN, DAVID LEE	VD	01/26/2018 9:00	1/26/18	NO PROOF OF INSURANCE					
170532864	MEDINA-FONSECA, JUAN	UF	02/15/2018 9:00	1/4/18	FAIL TO SIGNAL	PG	2/01/2018	2/01/2018	\$	80.00
170532865	MEDINA-FONSECA, JUAN	UF	02/15/2018 9:00	1/4/18	DRIVING WHILE INTOXICATED	PG	2/01/2018	2/01/2018	\$	429.00
170532866	MEDINA-FONSECA, JUAN	UF	02/15/2018 9:00	1/4/18	NO OPERATORS LICENSE	PG	2/01/2018	2/01/2018	\$	129.00
170532867	MEDINA-FONSECA, JUAN	DJ	02/01/2018 9:00	1/4/18	NO PROOF OF INSURANCE					
170531395	MELGAR MELGAR, MARVIN GABRIEL	IA	02/15/2018 9:00	1/23/18	NO PROOF OF INSURANCE				\$	29.00
170533186	MEYER, KELSEY RAE	CL	01/17/2018 10:03	1/11/18	IMPROPER REGISTRATION	PG	1/11/2018	1/11/2018		
170533776	MIKELL, BLAINE	DI	01/18/2018 9:00	1/18/18	NO PROOF OF INSURANCE					
170532906	MORALES, SARA BEATRIZ	IA	02/15/2018 9:00	1/23/18	IMPROPER REGISTRATION				\$	124.00
170533300	MORGA-LOPEZ, JOSE A	IA	03/01/2018 9:00	1/29/18	DRIVING WHILE INTOXICATED				\$	29.00
170533301	MORGA-LOPEZ, JOSE A	IA	03/01/2018 9:00	1/29/18	NO OPERATORS LICENSE				\$	129.00
170532796	MYERS, DAVID ALLEN	DJ	02/01/2018 9:00	1/11/18	NO PROOF OF INSURANCE					
170532797	MYERS, DAVID ALLEN	UF	03/01/2018 9:00	1/11/18	POSS CONTROLLED SUBSTANCE	PG	2/01/2018	2/01/2018	\$	429.00

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170532798	MYERS, DAVID ALLEN	TR	05/17/2018 9:00	1/11/18	DRIVING WHILE INTOXICATED	NG	2/01/2018		\$	29.00
170532799	MYERS, DAVID ALLEN	IA	02/01/2018 9:00	1/11/18	DRIVING WHILE REVOKED				\$	29.00
160578822	MYERS, JAMES A	WI	02/08/2018 9:00	1/23/18	PETIT THEFT				\$	29.00
170531563	MYERS, JAMES A	WI	02/08/2018 9:00	1/23/18	PETIT THEFT				\$	29.00
160578820	NESBITT, PAULA D	IA	02/15/2018 9:00	1/23/18	PETIT THEFT				\$	29.00
170532325	NICHOLS, KRISTIE RANEE	DI	01/18/2018 9:00	1/4/18	NO PROOF OF INSURANCE					
170532937	NOVINGER, PAYTON BAILIEY	IA	02/22/2018 9:00	1/26/18	INATTENTIVE DRIVING				\$	135.00
170532907	OLIVER, WILLIAM JAMES IV	IA	02/22/2018 9:00	1/23/18	NO PROOF OF INSURANCE				\$	29.00
170533432	ORDONEZGARCIA, SANTOS E	IA	02/08/2018 9:00	1/11/18	NO PROOF OF INSURANCE				\$	29.00
170533433	ORDONEZGARCIA, SANTOS E	IA	02/08/2018 9:00	1/11/18	NO OPERATORS LICENSE				\$	129.00
170532928	ORTEGA, MARGARITA	IA	02/08/2018 9:00	1/11/18	NO PROOF OF INSURANCE				\$	29.00
170533282	OSTEGUIN, ILDEFONSA	IA	02/08/2018 9:00	1/11/18	NO PROOF OF INSURANCE				\$	29.00
170532983	OWINGS, MELINDA ANN	IA	02/08/2018 9:00	1/11/18	SPEEDING 10 - 24 OVER 50 MPH in				\$	109.00
170533121	OXLAJ GOMEZ, HOSMAN W	CL	01/22/2018 8:18	1/11/18	NO OPERATORS LICENSE	PG	1/22/2018	1/22/2018		
170533107	OXLAJ TECUN, DULMAN	CL	01/19/2018 15:44	1/4/18	NO OPERATORS LICENSE	PG	1/19/2018	1/19/2018		
170533032	PAGE, JUSTIN LEE	IA	02/22/2018 9:00	1/23/18	TRESPASS				\$	29.00
170531469	PARKER, BESSIE	IA	03/01/2018 9:00	1/4/18	PETIT THEFT				\$	29.00
170531470	PARKER, BESSIE	IA	03/01/2018 9:00	1/4/18	PETIT THEFT				\$	29.00
170531471	PARKER, BESSIE	IA	03/01/2018 9:00	1/4/18	PETIT THEFT				\$	29.00
170532938	PATTERSON, RION LEE	IA	02/22/2018 9:00	1/26/18	PETIT THEFT				\$	29.00
170533779	PEREZ JUAREZ, ADONIAS	IA	02/22/2018 9:00	1/26/18	NO PROOF OF INSURANCE				\$	29.00
170533679	PEREZ LOPEZ, NELFIS	IA	02/22/2018 9:00	1/26/18	DRIVING WHILE REVOKED				\$	29.00
170532872	PEREZ, CECILIO	CL	01/31/2018 16:11	1/4/18	NO OPERATORS LICENSE	PG	1/31/2018	1/31/2018		
170532873	PEREZ, CECILIO	IA	03/01/2018 9:00	1/4/18	NO PROOF OF INSURANCE				\$	29.00
170532874	PEREZ, CECILIO	CL	01/31/2018 16:11	1/4/18	SEATBELT	PG	1/31/2018	1/31/2018		
160578819	PERKINS, KELLY	VD	01/18/2019 9:00	1/19/18	PARK WRONG DIRECTION					
160578823	PERKINS, KELLY	IA	02/22/2018 9:00	1/23/18	PARK WRONG DIRECTION				\$	40.00
170532984	PINO DE POLANCO, OLGA	IA	02/08/2018 9:00	1/11/18	STOP SIGN				\$	100.00
170533287	PITT, JEFFREY THOMAS	IA	02/15/2018 9:00	1/23/18	NO PROOF OF INSURANCE				\$	29.00
160578815	POBLETE, CECILIA S	IA	03/29/2018 9:00	1/4/18	TRESPASS				\$	29.00
160578816	POBLETE, CECILIA S	IA	03/29/2018 9:00	1/4/18	PETIT THEFT				\$	29.00
170533441	POROJ-JUAREZ, MAXIMILIANO	CL	01/30/2018 8:56	1/23/18	NO OPERATORS LICENSE			1/30/2018		
170533442	POROJ-JUAREZ, MAXIMILIANO	DI	01/30/2018 9:00	1/23/18	NO PROOF OF INSURANCE					
170533185	PROCTOR, SHARI LYN	IA	02/08/2018 9:00	1/11/18	DRIVING WHILE SUSPENDED				\$	29.00

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170532363	QUELLANA RAMIREZ, JENNIFER V	WI	02/08/2018 9:00	1/4/18	NO PROOF OF INSURANCE				\$	29.00
170532987	RADCLIFF, JILLIAN LANI	IA	02/08/2018 9:00	1/23/18	ASSAULT-4TH DEGREE				\$	29.00
170533181	RAMIREZ- REYES, WILSON AUGUSTO	TR	04/12/2018 9:00	1/4/18	NO OPERATORS LICENSE	NG	2/01/2018		\$	129.00
170533182	RAMIREZ- REYES, WILSON AUGUSTO	IA	02/01/2018 9:00	1/4/18	NO PROOF OF INSURANCE				\$	29.00
170533183	RAMIREZ- REYES, WILSON AUGUSTO	IA	02/01/2018 9:00	1/4/18	SEATBELT				\$	10.00
170532674	RAMOS ORDONEZ, YENDIR	IA	02/22/2018 9:00	1/18/18	DRIVING WHILE REVOKED				\$	29.00
170531525	REED, GARY WAYNE	VD	01/26/2018 9:00	1/26/18	OVERTIME PARKING					
170532871	REYES, GALINDO	CL	02/01/2018 10:06	1/4/18	NO OPERATORS LICENSE	PG	2/01/2018	2/01/2018		
160578821	REYES, HECTOR	IA	02/15/2018 9:00	1/23/18	DOG AT LARGE				\$	85.00
170531773	REYNOLDS, CAROLINA ROSE	IA	02/22/2018 9:00	1/23/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170531774	REYNOLDS, CAROLINA ROSE	IA	02/22/2018 9:00	1/23/18	POSSESSION DRUG PARAPHERNALI				\$	29.00
170532665	REYNOLDS, LACY L	IA	02/15/2018 9:00	1/23/18	NO OPERATORS LICENSE				\$	129.00
170532666	REYNOLDS, LACY L	DI	01/23/2018 9:00	1/23/18	NO PROOF OF INSURANCE					
170532667	REYNOLDS, LACY L	IA	02/15/2018 9:00	1/23/18	IMPROPER REGISTRATION				\$	124.00
170532805	RICE, EMMA	IA	02/22/2018 9:00	1/26/18	POSSESSION DRUG PARAPHERNALI				\$	29.00
170533834	RICE, TERRY W	UF	03/15/2018 9:00	1/30/18	ASSAULT-4TH DEGREE	PG	2/01/2018	3/15/2018	\$	329.00
170531562	RIFFE, LAILA R	IA	02/08/2018 9:00	1/23/18	PARK WRONG DIRECTION				\$	40.00
170531982	ROJAS TECUN, DELMY	WI	02/08/2018 9:00	1/4/18	NO OPERATORS LICENSE				\$	129.00
170532806	RUIZ, MARTIN DE JESUS	IA	02/22/2018 9:00	1/26/18	ASSAULT-4TH DEGREE				\$	29.00
170531989	SAGESER, BRANDON J	IA	02/22/2018 9:00	1/26/18	PETIT THEFT				\$	29.00
170532979	SALAS, ADRIAN	WI	04/05/2018 9:00	1/4/18	ASSAULT-4TH DEGREE				\$	29.00
170532790	SALAZAR, MARIA SUZANA	IA	03/01/2018 9:00	1/4/18	DOG AT LARGE-2ND OFFENSE				\$	95.00
170533438	SANCHEZ, MARIO	CL	01/31/2018 9:11	1/11/18	NO OPERATORS LICENSE	PG	1/26/2018	1/26/2018		
170533439	SANCHEZ, MARIO	CL	01/31/2018 9:12	1/11/18	SEATBELT	PG	1/26/2018	1/26/2018		
170533440	SANCHEZ, MARIO	CL	01/31/2018 9:12	1/11/18	SEATBELT (4-15)	PG	1/26/2018	1/26/2018		
170532671	SANDIFER, SAMUEL HARRISON	IA	02/15/2018 9:00	1/23/18	IMPROPER REGISTRATION				\$	124.00
170531768	SAQUIC, ALEX SANTIAGO	CL	01/22/2018 14:13	1/11/18	SPEEDING 10 - 24 OVER 46 MPH in	PG	1/22/2018	1/22/2018		
170533117	SCOTT, HELENA S	IA	02/08/2018 9:00	1/10/18	NO OPERATORS LICENSE				\$	129.00
170533118	SCOTT, HELENA S	IA	02/08/2018 9:00	1/11/18	NO PROOF OF INSURANCE				\$	29.00
170533119	SCOTT, HELENA S	IA	02/08/2018 9:00	1/10/18	DRIVING WHILE INTOXICATED				\$	29.00
170533120	SCOTT, HELENA S	IA	02/08/2018 9:00	1/10/18	INATTENTIVE DRIVING				\$	135.00
17053318	SCOTT, HELENA S	VD	02/06/2018 9:00	1/10/18	NO PROOF OF INSURANCE					
170532652	SHEPHERD, LARRY ANDREW	CL	01/23/2018 8:51	1/4/18	IMPROPER REGISTRATION	PG	1/23/2018	1/23/2018		
170531517	SHIELDS, TIMOTHY E	VD	01/25/2018 9:00	1/11/18	OVERTIME PARKING					

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170533191	SIMRELL, MARY	CL	01/11/2018 11:20	1/11/18	SEATBELT	PG	1/11/2018	1/11/2018		
170533177	SIMS, MICHAEL A	DI	01/26/2018 9:00	1/4/18	NO PROOF OF INSURANCE					
170531466	SMITH, COLTON C	WI	04/26/2018 9:00	1/4/18	DOMESTIC ASSAULT-3RD DEGREE				\$	29.00
170531553	SMITH, MEGAN N	IA	02/08/2018 9:00	1/11/18	PETIT THEFT				\$	29.00
170531554	SMITH, MEGAN N	IA	02/08/2018 9:00	1/11/18	PETIT THEFT				\$	29.00
170531555	SMITH, MEGAN N	IA	02/08/2018 9:00	1/11/18	PETIT THEFT				\$	29.00
170531556	SMITH, MEGAN N	IA	02/08/2018 9:00	1/11/18	PETIT THEFT				\$	29.00
170531557	SMITH, MEGAN N	IA	02/08/2018 9:00	1/11/18	PETIT THEFT				\$	29.00
170531558	SMITH, MEGAN N	IA	02/08/2018 9:00	1/11/18	PETIT THEFT				\$	29.00
170531559	SMITH, MEGAN N	IA	02/08/2018 9:00	1/11/18	PETIT THEFT				\$	29.00
170531560	SMITH, MEGAN N	IA	02/08/2018 9:00	1/11/18	PETIT THEFT				\$	29.00
170531561	SMITH, MEGAN N	IA	02/08/2018 9:00	1/11/18	PETIT THEFT				\$	29.00
160578817	SMITH, MELINDA KAY	VD	01/05/2018 9:00	1/4/18	FRONT YARD PARKING					
170531389	SMITH, WALTER S	IA	02/22/2018 9:00	1/4/18	DRIVING WHILE SUSPENDED				\$	29.00
170531390	SMITH, WALTER S	IA	02/22/2018 9:00	1/4/18	NO PROOF OF INSURANCE				\$	29.00
170531393	SNETHEN, ARTHUR RAY	IA	02/08/2018 9:00	1/11/18	IMPROPER REGISTRATION				\$	124.00
170531394	SNETHEN, ARTHUR RAY	IA	02/08/2018 9:00	1/11/18	NO OPERATORS LICENSE				\$	129.00
170533115	STANSILL, LOGANNE ALIZABETH	IA	02/08/2018 9:00	1/11/18	SPEEDING 10 - 24 OVER 46 MPH in				\$	93.00
170533116	STANSILL, LOGANNE ALIZABETH	IA	02/08/2018 9:00	1/11/18	IMPROPER REGISTRATION				\$	124.00
170532930	STETTES, SCOTT KENNETH	CL	01/12/2018 15:40	1/9/18	SEATBELT	PG	1/09/2018	1/09/2018		
170532225	STRINGER, BECKY BREEANN	DI	02/01/2018 9:00	1/11/18	NO PROOF OF INSURANCE					
170532525	STRINGER, BECKY BREEANN	IA	02/01/2018 9:00	1/4/18	PROPERTY DESTRUCTION				\$	29.00
170533276	STRINGER, BECKY BREEANN	TR	03/15/2018 9:00	1/4/18	PETIT THEFT	NG	2/01/2018		\$	29.00
170533376	STRINGER, BECKY BREEANN	TR	05/10/2018 9:00	1/11/18	POSSESSION DRUG PARAPHERNALI	NG	2/01/2018		\$	29.00
170532399	SULLIVAN, TOMAS J	CL	01/30/2018 12:21	1/11/18	IMPROPER REGISTRATION	PG	1/30/2018	1/30/2018		
170533112	SWAFFORD, LOGAN CHARLES	IA	02/08/2018 9:00	1/11/18	NO PROOF OF INSURANCE				\$	29.00
170533113	SWOFFORD, MELISSA SUE	IA	02/08/2018 9:00	1/11/18	SPEEDING 10 - 24 OVER 43 MPH in				\$	81.00
170533114	SWOFFORD, MELISSA SUE	IA	02/08/2018 9:00	1/11/18	NO PROOF OF INSURANCE				\$	29.00
170533783	TANDY, BILLY	IA	02/22/2018 9:00	1/26/18	DOMESTIC ASSAULT-3RD DEGREE				\$	29.00
170532927	TEMPLEMAN, SCOTT WESLEY	IA	02/08/2018 9:00	1/11/18	IMPROPER REGISTRATION				\$	124.00
170531465	TERRY, ANDREW CHRISTIAN	CL	01/25/2018 10:33	1/4/18	IMPROPER REGISTRATION	PG	1/25/2018	1/25/2018		
170533782	TERRY, JACOB RYAN	IA	02/22/2018 9:00	1/26/18	NO OPERATORS LICENSE				\$	129.00
170533428	THOMAS, ZAVEON J	IA	02/08/2018 9:00	1/11/18	NO PROOF OF INSURANCE				\$	29.00
170533429	THOMAS, ZAVEON J	IA	02/08/2018 9:00	1/11/18	SEATBELT				\$	10.00

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170533430	THOMAS, ZAVEON J	IA	02/08/2018 9:00	1/11/18	DRIVING WHILE SUSPENDED				\$	29.00
170533431	THOMAS, ZAVEON J	IA	02/08/2018 9:00	1/11/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170533125	THORNBURG, CHARLES DEAN	DI	01/31/2018 9:00	1/31/18	NO PROOF OF INSURANCE					
170531760	THORNSBROUGH, WILLIAM A	IA	02/08/2018 9:00	1/4/18	PETIT THEFT				\$	29.00
170533447	THORNTON, DARRELL	IA	02/15/2018 9:00	1/23/18	POSSESSION DRUG PARAPHERNALI				\$	29.00
170533192	TIMMONS, MOLLIE MARELENE	CL	01/26/2018 14:10	1/23/18	INATTENTIVE DRIVING	PG	1/26/2018	1/26/2018		
170532868	VALESKA, EVELIN	CL	01/29/2018 11:37	1/4/18	NO OPERATORS LICENSE	PG	1/29/2018	1/29/2018		
170532869	VALESKA, EVELIN	CL	01/29/2018 11:37	1/4/18	SEATBELT	PG	1/29/2018	1/29/2018		
170532870	VALESKA, EVELIN	CL	01/29/2018 11:37	1/4/18	CHILD RESTRAINT	PG	1/29/2018	1/29/2018		
170532365	VELAZCO HERNANDEZ, JESENIA MARIE	IA	02/08/2018 9:00	1/11/18	SPEEDING 10 - 24 OVER 52 MPH in				\$	117.00
170532366	VELAZCO HERNANDEZ, JESENIA MARIE	IA	02/08/2018 9:00	1/11/18	NO PROOF OF INSURANCE				\$	29.00
170533296	VIELMAN, MATUL	IA	02/22/2018 9:00	1/23/18	NO OPERATORS LICENSE				\$	129.00
170533297	VIELMAN, MATUL	IA	02/22/2018 9:00	1/23/18	NO PROOF OF INSURANCE				\$	29.00
170532988	WALLACE, ALEXIS NEVADA	IA	02/15/2018 9:00	1/23/18	SPEEDING 10 - 24 OVER 43 MPH in				\$	81.00
170532575	WALTERS, DAVID BARRITT	CL	01/31/2018 9:22	1/11/18	SEATBELT	PG	1/29/2018	1/29/2018		
170531764	WANNALL, SAMUEL	IA	02/08/2018 9:00	1/11/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170531765	WANNALL, SAMUEL	IA	02/08/2018 9:00	1/23/18	POSSESSION DRUG PARAPHERNALI				\$	29.00
170532904	WARD, KELCI FAITH	IA	02/15/2018 9:00	1/23/18	IMPROPER REGISTRATION				\$	124.00
170532905	WARD, KELCI FAITH	IA	02/15/2018 9:00	1/23/18	NO PROOF OF INSURANCE				\$	29.00
170532224	WETER, KALOB	IA	02/08/2018 9:00	1/23/18	IMPROPER REGISTRATION				\$	124.00
170532931	WHITE, GAIL JEAN	IA	02/08/2018 9:00	1/23/18	SPEEDING 10 - 24 OVER 48 MPH in				\$	101.00
170532668	WILKINSON, DAREN	IA	02/15/2018 9:00	1/23/18	IMPROPER REGISTRATION				\$	124.00
170532669	WILKINSON, DAREN	IA	02/15/2018 9:00	1/23/18	NO PROOF OF INSURANCE				\$	29.00
170532670	WILKINSON, DAREN	IA	02/15/2018 9:00	1/23/18	SEATBELT				\$	10.00
170532675	WILKINSON, DAREN	IA	02/22/2018 9:00	1/23/18	SEATBELT				\$	10.00
170533283	WILLIAMS, ANTHONY LEE	DP	02/01/2018 9:00	1/23/18	PEACE DISTURBANCE					
170532815	WINANS, LEONARD G	DI	01/31/2018 9:00	1/31/18	NO PROOF OF INSURANCE					
170533281	WRIGHT, EARLETTA K	IA	02/08/2018 9:00	1/23/18	NO PROOF OF INSURANCE				\$	29.00
160577082	WYRICK, CRYSTAL D	IA	02/08/2018 9:00	1/23/18	MORE THAN ONE UNLICENSED VEH				\$	29.00

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STATUS DESCRIPTION:

CL	CLOSED	42
DI	DISMISSED PRESENTED INSURANCE	13
DJ	DISMISSED BY JUDGE	3
DP	DISMISSED BY PROSECUTOR	5
DS	SENT TO STATE	0
IA	INTIAL ARRAIGNMENT	215
AJ	DEFERRED	1
TR	TRIAL	11
UF	UNPAID FINES	17
VD	VOIDED DOCKET	11
WI	ATTORNEY ENTERED	16
	TOTAL	334

"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.