

**COUNCIL AGENDA
CITY OF CARTHAGE, MISSOURI
TUESDAY, JANUARY 9, 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.)

- Presentation by Rebecca Friedrich CPA, of the City of Carthage, Missouri Basic Financial Statements

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. 17-56** – An Ordinance amending the Annual Operating and Capital Budget for the City of Carthage for the fiscal year 2017 - 2018. (Budget Ways & Means)
2. **C.B. 17-57** - An Ordinance authorizing the Mayor to execute a Real Estate Transaction Agreement for land in the Myers Park Subdivision between the City of Carthage, Missouri and Liberty Tree Enterprises and Bruton and Co., LLC, 530 W. Fir Road, Carthage, Missouri 64836. (Economic Development)

12. New Business

1. Swearing in new Officers Ashley Fast and Elvis Barahona.
2. Recognition of Yogi Patrick for Years of Service upon Retirement.
3. **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. (Public Works)
4. **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. (Public Services)

5. **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. (Public Services)
6. **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. (Public Safety)

13. Mayor's Appointments

- Planning, Zoning & Historic Preservation Commission

14. Resolutions

1. **Resolution 1818** – A Resolution adopting a Drug and Alcohol Policy Addendum for the City of Carthage Transit System. (Public Safety)
2. **Resolution 1819** – A Resolution approving the recommendation of the McCune-Brooks Regional Hospital Trust for the distribution of funds from the Restricted Trust Fund. (McCune-Brooks Regional Hospital Trust)
3. **Resolution 1820** – A Resolution providing for the formal acceptance of a donation by the City Council of the City of Carthage, Missouri pursuant to City Policy. (Public Services)

15. CLOSED SESSION – According to Section 610.021 (1) the Agenda includes the possibility of a vote to close part of the meeting to discuss legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

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
December 12, 2017

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 Mike Harris presiding. Fire Chief Roger Williams gave the invocation and Police Chief Greg Dagnan led the flag salute.

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

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. Shelfer made a motion, seconded by Mr. Armstrong, to approve the minutes of the November 28, 2017 Council Meeting. Motion carried.

No citizens were present for the Citizen's Participation Period.

Mr. Rife reported the Budget, Ways and Means Committee met December 11. Bids for an IP Office Networked Telephone System were reviewed with 6 bids received. Only two bids were qualified bids and they were over budget. Through the process, our IT Department learned of other opportunities, a cloud based system where everything is stored in the cloud and the company would do all updates and maintenance to the system. Mr. Rife made a motion, seconded by Mr. Shelfer, to reject all bids and allow new bid proposals to be accepted for "Cloud" solutions. An amendment to the 2017-2018 Annual Operating and Capital Budget was approved and is being presented in C.B. 17-56. This amendment allows for an additional \$7,000 for preparation of an industrial/economic development plan, up to \$2,500 for replacing the customer window at City Hall, a re-allocation of existing \$560,365 plus a supplemental appropriation of \$100,000 to the Fire Station No. 2 project, a supplemental appropriation of up to \$118,800 to the River & Fairview Intersection project, and \$3,500 to the Capital Outlay line item for retro-fitting of automatic doors at the Over-Sixty Center. Sales tax revenues were reviewed and are currently up 3.38% higher than last fiscal year.

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 is between meetings with the next meeting scheduled for December 18.

Mr. Beckham reported the Public Services Committee met December 4. Bids for the disposition of a dump truck were received as follows: Bynum Alumbaugh - \$1,510, Darrin Downey - \$901, John Browder - \$3,101, and Robby Schrader - \$1,350. Mr. Daugherty

made a motion, seconded by Mr. Harrison, to accept the high bid from John Browder. Motion Passed. Mr. Beckham made a motion, seconded by Mr. Armstrong, to allow the boys baseball group to install a marker at Fair Acres commemorating this year's State Championship. Motion passed. The next meeting of the Public Services Committee has been rescheduled to January 4 due to the New Year's holiday.

Mr. Beckham reported the Public Works Committee met December 5. Bids for River Street and Fairview Avenue Intersection Improvements were received as follows: A-Y-1 - \$453,989.20, Bennett, Inc. - \$447,883.50, Dalton-Killinger Construction - \$496,799.75, G&G Construction - \$526,463.57, Hunter & Chase Assoc. - \$487,341.20, Southard Construction - \$537,557.15, Sprouls Construction - \$585,338.09, and Woody's Express Trucking - \$604,587.5. Mr. Beckham made a motion, seconded by Ms. Otero, to accept the low bid from Bennett, Inc. Motion passed.

Special Committee and Board Liaison reports were given by Mr. Armstrong for the Planning and Zoning, Ms. Otero for the Library Board and HSTCC, Mr. Topete for the Kellogg Lake Board and Carthage Tree Board, and Mr. Shelfer for the Jasper County Commissioners.

Mayor Mike Harris reported on the lighting of the Mayor's Christmas Tree, the annual Christmas Parade, and the Carthage Water & Electric Christmas luncheon.

Police Chief Greg Dagnan reminded everyone of the annual Kids Christmas Party at the Police Department on December 16.

Fire Chief Roger Williams discussed a recent meeting with Crossland Construction Company and other officials to review specifications for the new fire station.

City Administrator Tom Short reported on the following: meetings with Mark Elliff regarding the Myers Park property transaction, a legislative roundtable meeting sponsored by the Chamber of Commerce, discussions with Amon Henady regarding bids for the telephone system, sales tax revenues, and Budget Committee summary statements and budget calendar.

The Committee on Claims filed a report in the amount of \$2,782,968.17 against the following funds: General Revenue \$117,830.72, Public Health \$934.37, Parks/Stormwater \$85,547.79, Golf Course \$4,433.25, Lodging \$8,333.33, Civic Enhancement \$201.14, Parks & Rec Fund \$980.58, Library \$29,573.60, Capital Improvements \$48,439.73, Economic Development \$215,814.00, Payroll \$270,879.66 and Carthage Water & Elec \$2,000,000.00. Mr. Shelfer made a motion, seconded by Ms. Otero to accept the report and allow the claims. Motion carried.

Under old business, **C.B. 17-53** – An Ordinance to amend and update various sections of the Personnel Policy Manual of the City of Carthage, Missouri was placed on second reading followed by a roll call vote of 8 yeas and no nays. The council bill was approved and numbered Ordinance 17-53.

C.B. 17-54 – An Ordinance to amend Sections 15-4 and 15-7 of the Code of Carthage providing Nuisance Abatement Procedures for Weeds, Grass, and Trash within the City of Carthage, Missouri was placed on second reading followed by a roll call vote of 8 yeas and no nays. The council bill was approved and numbered Ordinance 17-54.

C.B. 17-55 - An Ordinance rezoning certain property located at all of lots numbered Twenty (20) and Twenty-One (21) in Car Misc (Southwind Acres Subdivision), in the City of Carthage, Jasper County, Missouri, located in the Northeast Quarter (NE1/4) of the Northeast Quarter (NE1/4) of Section 21, Township 28, Range 31, according to the recorded plat thereof, commonly known as 2816 Maple St., Carthage, Mo., from District "A" First Dwelling to District "E" General Business as requested by Patricia E. Lynch (Dirks) was placed on second reading followed by a roll call vote of 8 yeas and no nays. The council bill was approved and numbered Ordinance 17-55.

Under new business, **C.B. 17-56** – An Ordinance amending the Annual Operating and Capital Budget for the City of Carthage for the fiscal year 2017 - 2018 was placed on first reading with no action taken.

C.B. 17-57 – An Ordinance authorizing the Mayor to execute a Real Estate Transaction Agreement for land in the Myers Park Subdivision between the City of Carthage, Missouri and Liberty Tree Enterprises, LLP and Bruton and CO., LLC, 530 W. Fir Road, Carthage, Missouri 64836 was placed on first reading with no action taken.

Mr. Beckham made a motion, seconded by Mr. Collier to approve the Mayor's reappointment of Julie Tilley to the Carthage Care Leave Committee until December 2019. Motion passed.

During closing remarks, Mr. Collier and Mr. Shelfer thanked the Street Department for their work on leaf removal and Mr. Beckham invited all to attend the Run Through the Lights on December 14.

Mr. Rife made a motion, seconded by Mr. Shelfer, to adjourn the regular session of the Council meeting. Motion carried and meeting adjourned at 6:58 PM.

J. Michael Harris, Mayor

Traci Cox, City Clerk

***OLD
BUSINESS***

COUNCIL BILL NO. 17-56

ORDINANCE NO. _____

An Ordinance amending the Annual Operating and Capital Budget of the City of Carthage for the fiscal year 2017 - 2018.

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

SECTION I: The City of Carthage's 2017 - 2018 Annual Operating and Capital Budget for the **General Revenue Fund** to reflect a supplemental appropriation of \$7,000 to the CMA Department, Economic Development line item for planning requirements for overall economic development in the City of Carthage and up to \$2,500 to the Capital Outlay line item for upgrades to the customer window at City Hall from the unallocated and undesignated fund balance.

SECTION II: The City of Carthage's 2017 - 2018 Annual Operating and Capital Budget for the **Capital Improvements Fund**, is hereby amended to reflect a supplemental appropriation of \$100,000 to the Fire Station No. 2 project; \$118,800 to the River & Fairview Intersection project; from the unallocated and undesignated fund balance and to re-allocate the originally \$560,365 budgeted amounts to the Fire Station No. 2 project.

SECTION III: The City of Carthage's 2017 - 2018 Annual Operating and Capital Budget for the **Civic Enhancement Fund** to reflect a supplemental appropriation of up to \$3,500 to the Capital Outlay line item for the retrofitting of automatic doors at the Over - Sixty Center from supplemental revenues received from a donation of \$3,500.

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

PASSED AND APPROVED THIS _____ DAY OF _____, 2017.

J. Michael Harris, Mayor

ATTEST:

Traci Cox, City Clerk

COUNCIL BILL NO. 17-57

ORDINANCE NO. _____

An Ordinance authorizing the Mayor to execute a Real Estate Transaction Agreement for land in the Myers Park Subdivision between the City of Carthage, Missouri and Liberty Tree Enterprises, LLP and Bruton and CO., LLC, 530 W. Fir Road, Carthage, Missouri 64836.

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

SECTION I: The Mayor of the City of Carthage is hereby authorized to execute on behalf of the City of Carthage, a Real Estate Transaction Agreement for land in the Myers Park Subdivision between the City of Carthage, Missouri and Liberty Tree Enterprises, LLP and Bruton and CO., LLC, 530 W. Fir Road, Carthage, Missouri 64836, a copy of which Real Estate Transaction Agreement is attached hereto and incorporated herein as if set out in full.

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

PASSED AND APPROVED THIS _____ DAY OF _____, 2017.

J. Michael Harris, Mayor

ATTEST:

Traci Cox, City Clerk

Sponsored by: Economic Development

REAL ESTATE TRANSACTION AGREEMENT

This Real Estate Transaction Agreement ("Agreement") is entered into on this ___ day of _____, 2017 (the "Effective Date") by and between THE CITY OF CARTHAGE, MISSOURI ("Seller") and LIBERTY TREE ENTERPRISES, LLP and BRUTON AND CO., LLC, 530 W. Fir Road, Carthage, Missouri 64836 ("Buyer").

WHEREAS, Buyer desires to obtain, and Seller agrees to exchange certain property for retail development located within the City of Carthage, Jasper County, Missouri comprising approximately 8.4 acres of land shown as all of Lot 1, Block 3 of the Myers Park Subdivision Plat #3, as graphically depicted on Exhibit A, attached hereto and made a part hereof (the "Property").

NOW, THEREFORE, for and in consideration of annexing certain property in to the City limits of the City of Carthage, and other good and valuable consideration hereinafter specified, the sufficiency of which is thereby acknowledged, Seller this date agrees to dispose and Buyer agrees to obtain under the terms and conditions herein set out, real estate located in the City of Carthage, Jasper County, Missouri, which is described as follows:

All of Lot 1, Block 3 in Myers Park Subdivision Plat #3, consisting of approximately 8.4 acres more or less, and which is more particularly described in Exhibit A attached hereto.

1. Transaction Remuneration. This transaction is conditioned on the annexation of property ("Annexed Property") currently outside the Carthage city limits, coinciding with the signing of this Agreement. The Buyer shall, concurrently with the execution of this Agreement, file with the City all documents needed to request and begin the voluntary annexation process of the property described below, which Buyer hereby represents and warrants that it owns. The Buyer will then diligently and promptly take or cause to be taken any and all actions and execute any and all documents necessary or desirable to have the City annex into the City limits the following described property through the voluntary annexation process property consisting of approximately 2.46 acres identified as Parcel ID. 1450100000034000; Alternate ID. 02-140706-0000; Section 21, Township 28N, Range 31W, also known as 534 W FIR RD, Carthage, MO. Owned by Liberty Tree Enterprises, LLP.
2. Site Development/Improvement. The intent of the Site Development/Improvement is to ensure that the land is developed and put to beneficial retail use, according to all applicable City Code requirements, including the Myers Park Regulations and Development Standards set forth in the Code of the City of Carthage.
3. Selling for Profit ("Flipping"). It is agreed that Buyer has the right to advertise, attempt to sell and, subject to the provisions of this Agreement, the right to sell the premise at any time provided the property is sold for retail development.
4. Storm water Fee. Buyer shall be responsible for fees for offsite storm water detention, for use of the city-owned detention facility, located in the Northwest corner of Lot 1, Block 2, Myers Park Subdivision #3, shall be paid to the city within ninety (90) days after issuance of the building permit by the Public Works department. Use of said facility shall be subject to available capacity. Said fees shall be based on cubic feet of storage required for detention.

5. Infrastructure Improvements. The parties agree that Buyer shall not be required to pay or to contribute to the cost of road or other public infrastructure improvements to be built along the eastern and/or southern edge of this tract and that all costs and expenses for the roadways, curbs and gutters shall be paid by Seller. The parties further agree that Seller shall not be required to immediately commence construction of the roadway or other infrastructure improvements along the Eastern and/or Southern edges of this tract until such time as funds may be appropriated from the Myers Park fund through the City's customary budgetary processes.
6. Preexisting Structures Annexed Property. The lawful use of land or of a building existing on the date of this agreement, although such use or building may not conform to the provisions of the City Code, may be continued upon annexation, as herein after designated. Preexisting structures not meeting City Code at the time of annexation, will be considered as a "non-conforming use" and will be grandfathered in, "as-is". Any substantial structural alterations or remodeling of existing structures (i.e., work estimated to cost more than fifty percent (50%) of the structural value) shall comply with provisions of the Carthage Code and applicable building codes approved by the City. Life safety codes excepting, the City shall facilitate and give special consideration to the interpretation of Code provisions to avoid undue hardship and to ensure the continued development and sales tax generation capabilities of the property. The City will also allow the connection of existing non-conforming buildings on the site, if completed within a period of twenty-four (24) consecutive months of the signing of this Agreement. Additionally, whenever a nonconforming use of a building or land has been discontinued for a period of twelve (12) consecutive months, such discontinuance shall constitute an abandonment of such nonconforming use and such nonconforming use shall not be re-established and any use of the building or land thereafter shall be in conformity with the provisions of the Carthage Code.
7. Hook-Up and Tap Fees. Buyer shall pay to Carthage Water & Electric Plant (CE&EP) a frontage fee for water and sewer services of \$10.00 per linear foot of frontage of the area (Annexed Property) to be annexed in to the City at 534 W. Fir Road. The City will further charge Buyer its standard sewer tap fee of \$75 for the Property located in the Myers Park Subdivision, and CW&EP will charge a water connection fee of \$200.00 for the Myers Park Pproperty.
8. Access to Real Property: Buyer shall have the right to conduct, at its sole expense, inspections, tests, surveys and other studies including, but not limited to, a Phase I environmental audit, for the purpose of identifying the existence in, on or about the Property, of asbestos, PCB transformers, other toxic, hazardous or contaminated substances, or underground tanks, and Seller hereby grants Buyer and Buyer's agents the right to enter upon the Property at all reasonable and mutually agreed times for the purpose of conducting such inspections, tests, surveys and studies.
9. Cooperation. The parties agree to cooperate with the other parties and to execute and deliver such instruments and to do all such other acts as the other parties may be reasonably requested to do from time to time by the other parties in order to consummate this Agreement.

10. Title and Deed. Condition of property. It is understood and agreed that the Buyer, or its representative, has made an inspection of the property prior to the execution of this Agreement, and based on that inspection and information which may have been provided by the Seller as to the condition of the property, has entered into this Agreement. Seller hereby warrants and guarantees that the property will remain in its present condition, as of the execution of this Agreement to and including the day that title to said property is transferred to Buyer, subject to the remaining terms and conditions of this Agreement.
11. Closing Expenses and Adjustments. Closing. The closing for the sale of the said property shall be held on _____, 2016, or at such earlier date as the parties shall agree. The closing shall be held at such place and time as the parties shall agree. Seller agrees to pay the fee for the preparation of this Contract, for the title search or commitment and the closing fee. Buyer shall pay for the owner's policy of title insurance and all recording fees.
12. Possession of the Property. Possession of the property shall be delivered to Buyer on the date of closing.
13. Assignment. Buyer's rights and obligations under this Contract may not be assigned without the prior written consent of Seller.
14. Miscellaneous. Notices, consents and approvals required by this agreement shall be either personally delivered or placed in the United States Mail, properly addressed and with certified or registered postage prepaid, to Seller at 326 Grant Street, Carthage, Missouri 64836, to the attention of Nathaniel Dally, City Attorney, and to Buyer at 530W. Fir Road Carthage, Missouri 64836.
15. Severability. In the event any provision or portion of this Agreement is held by any court of competent jurisdiction to be invalid or unenforceable, such holding will not affect the remainder hereof, and the remaining provisions shall continue in full force and effect to the same extent as would have been the case had such invalid or unenforceable provision or portion never been a part hereof.

IN WITNESS WHEREOF, the parties have executed this Contract in one or more duplicate originals on the dates set forth adjacent to their respective signatures.

SELLER:

CITY OF CARTHAGE, MISSOURI

Date

By: _____

J. Michael Harris, Mayor

(Seal)

ATTEST:

Traci Cox, City Clerk

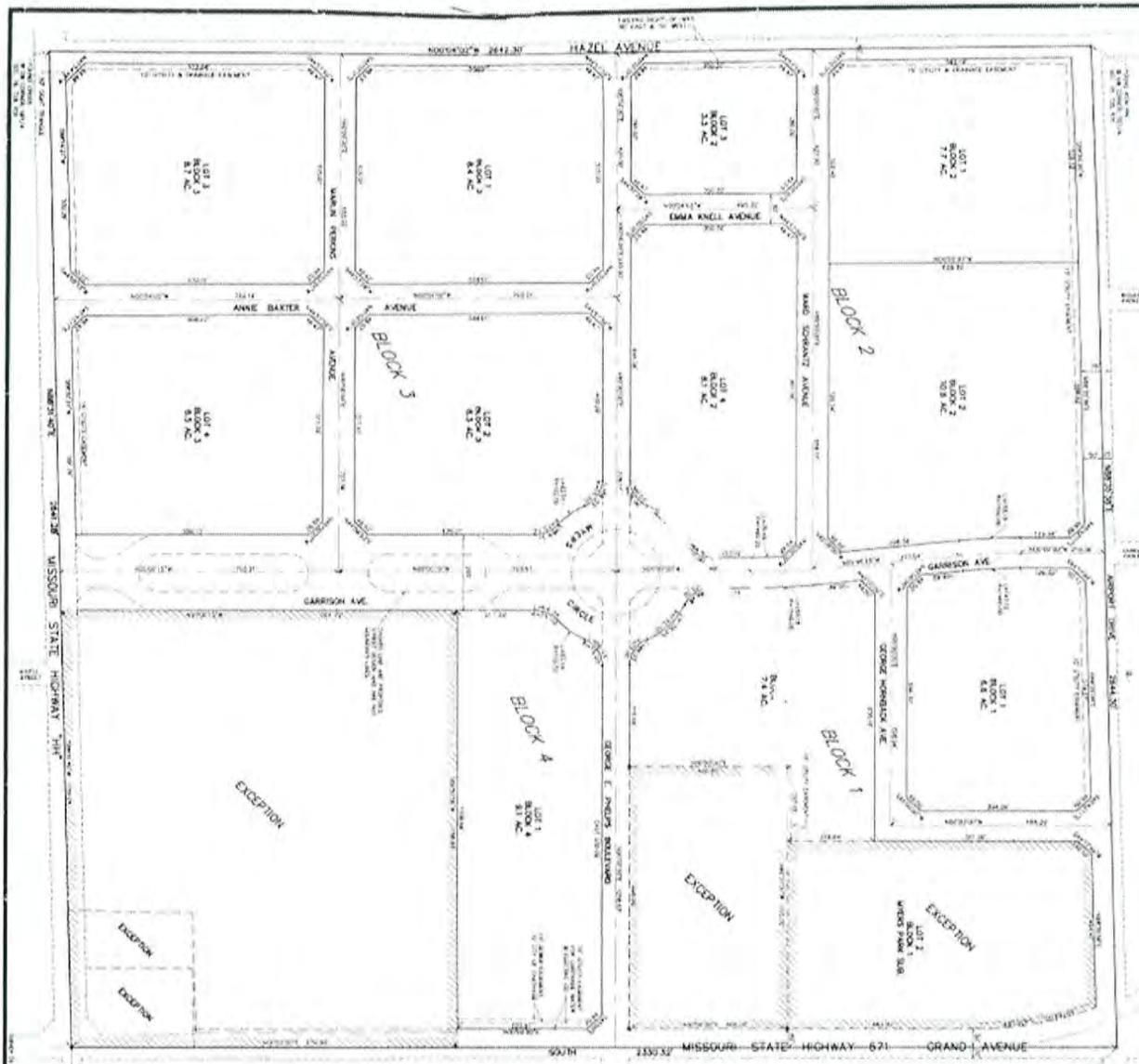
BUYER:

**LIBERTY TREE ENTERPRISES, LLP and
BRUTON AND CO., LLC**

Date

By: _____

Eli Bruton,



MYERS PARK
SUBDIVISION PLAT #3
 TO THE CITY OF CARROLL, JASPER COUNTY, MISSOURI
 EXCEPT LOT 2, BLOCK 1 OF MYERS PARK SUBDIVISION
 EXCEPT LOT 2, BLOCK 2 OF MYERS PARK SUBDIVISION

DESCRIPTION: This plat shows the subdivision of the land described in the plat for the Myers Park Subdivision, located in the City of Carroll, Jasper County, Missouri, into five blocks, Block 1, Block 2, Block 3, Block 4 and Block 5, and into lots within each block. The total area of the land is 1.25 acres, more or less. The land is being subdivided into 15 lots, more or less. The lots are described as follows: Block 1, Lot 1, 0.25 acre; Block 1, Lot 2, 0.25 acre; Block 1, Lot 3, 0.25 acre; Block 2, Lot 1, 0.25 acre; Block 2, Lot 2, 0.25 acre; Block 3, Lot 1, 0.25 acre; Block 3, Lot 2, 0.25 acre; Block 3, Lot 3, 0.25 acre; Block 4, Lot 1, 0.25 acre; Block 4, Lot 2, 0.25 acre; Block 4, Lot 3, 0.25 acre; Block 5, Lot 1, 0.25 acre; Block 5, Lot 2, 0.25 acre; Block 5, Lot 3, 0.25 acre. The lots are to be used for residential purposes. The plat also shows the location of the streets, easements, and exceptions. The plat is subject to the provisions of the Missouri Subdivision Plat Act, Chapter 208, R.S.Mo., and the provisions of the City of Carroll, Missouri, Ordinance No. 100, Series 1998, relating to the subdivision of land.

STATE OF MISSOURI
 JASPER COUNTY
 I, _____, County Clerk, do hereby certify that the above and foregoing is a true and correct copy of the original plat as filed in my office on this _____ day of _____, 20____.

STATE OF MISSOURI
 JASPER COUNTY
 I, _____, County Clerk, do hereby certify that the above and foregoing is a true and correct copy of the original plat as filed in my office on this _____ day of _____, 20____.

STATE OF MISSOURI
 JASPER COUNTY
 I, _____, County Clerk, do hereby certify that the above and foregoing is a true and correct copy of the original plat as filed in my office on this _____ day of _____, 20____.

STATE OF MISSOURI
 JASPER COUNTY
 I, _____, County Clerk, do hereby certify that the above and foregoing is a true and correct copy of the original plat as filed in my office on this _____ day of _____, 20____.

STATE OF MISSOURI
 JASPER COUNTY
 I, _____, County Clerk, do hereby certify that the above and foregoing is a true and correct copy of the original plat as filed in my office on this _____ day of _____, 20____.

STATE OF MISSOURI
 JASPER COUNTY
 I, _____, County Clerk, do hereby certify that the above and foregoing is a true and correct copy of the original plat as filed in my office on this _____ day of _____, 20____.

THE STATE ENGINEERING INC.
 1000 N. MAIN STREET
 CARROLL, MISSOURI 64601
 PHONE: (417) 335-1111
 FAX: (417) 335-1112
 WWW: WWW.STATEENGINEERING.COM

***NEW
BUSINESS***

OATH OF OFFICE

State of Missouri

County of Jasper

I, (state your name) solemnly swear, that I possess all the qualifications prescribed by law, that I will support the Constitution of the United States and of the State of Missouri, the provisions of the City Charter and Ordinances of the City of Carthage, and faithfully demean myself in office, and well and truly perform the duties of the office of Police Officer within and for said City, to the best of my skill and ability.

City Clerk

COUNCIL BILL NO. 18-01

ORDINANCE NO. _____

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.

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

SECTION I: The Mayor of the City of Carthage is hereby authorized to enter into an agreement, pursuant to the agreed to requirements of the bid specifications, with Bennett Inc. for storm water and intersection improvements at Fairview and River Street for the sum of \$447,883.50 copy of the specifications 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.

MAYOR

ATTEST:

CITY CLERK

Sponsored by: Public Works

THIS AGREEMENT, made this _____ day of _____, 2017, by and between City of Carthage, Carthage, Missouri, hereinafter called "OWNER" and Bennett, Inc. doing business as (an individual), or (a partnership,) or (a corporation) hereinafter called "CONTRACTOR".

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

1. The CONTRACTOR will commence and complete the construction of River Street and Fairview Avenue (Hwy. E) Intersection Improvements, Carthage, Missouri.

2. The CONTRACTOR will furnish all of the materials, supplies, tools, equipment, labor and other services necessary for the construction and completion of the PROJECT described herein.

3. The CONTRACTOR will commence the work required by the CONTRACT DOCUMENTS on the date stipulated in the NOTICE TO PROCEED and will complete the same within one hundred twenty (120) calendar days unless the period for completion is extended otherwise by the CONTRACT DOCUMENTS.

4. The CONTRACTOR understands that the specifications governing the work contemplated are attached to this proposal.

5. The CONTRACTOR agrees to pay, without condition or recourse, as liquidated damages to the sum of Five Hundred and 00/100 dollars (\$500.00) for each consecutive calendar day after the stated DATE OF COMPLETION or extension thereto that the CONTRACTOR shall be in default as provided in SECTION 15 OF THE General Conditions. CONTRACTOR further agrees to reimburse the subcontractors, suppliers, engineers, and other contractors of the OWNER for costs incurred and/or damages suffered by reason or reasons attributable to the CONTRACTOR'S failure to complete the CONTRACT by the completion date, or extensions thereof, as provided by section 15 of the General Conditions. Said liquidated damages and payments shall be withheld from the payments due the contractor. The CONTRACTOR agrees to perform all of the WORK described in the CONTRACT DOCUMENTS and comply with the terms therein for the sum of Four Hundred Forty-Seven Thousand Eight Hundred Eighty-Three and 50/100 Dollars (\$447,883.50).

6. The term "CONTRACT DOCUMENTS" means and includes the following:

- (A) Invitation to Bid
- (B) Instructions to Bidders
- (C) Bid
- (D) Bid Bond
- (E) Agreement Form
- (F) Notice of Award
- (G) Notice to Proceed
- (H) Performance Bond
- (I) Payment bond
- (J) General Conditions of Contract
- (K) Supplementary Conditions
- (L) Specifications prepared by Anderson Engineering, Inc. and dated November, 2017.
- (M) Drawings prepared by Anderson Engineering, Inc. and dated September, 2017.
- (N) Addenda

No. <u>1</u>	dated <u>11-29</u>	<u>2017</u>
No. <u>2</u>	dated <u>12-1</u>	<u>2017</u>
No. _____	dated _____	<u>20</u> __
No. _____	dated _____	<u>20</u> __
No. _____	dated _____	<u>20</u> __

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

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

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

OWNER:

City of Carthage

(SEAL) _____

By _____

Attest _____

Name J. Michael Harris
(Please Type or Print)

Name Traci Cox
(Please Type or Print)

Title Mayor

Title City Clerk

CONTRACTOR:

(SEAL) _____

By _____

Attest _____

Name _____
(Please Type or Print)

Name _____
(Please Type or Print)

Title _____

PERFORMANCE BOND.....00610

KNOW ALL MEN BY THESE PRESENTS: that

Bennett, Inc.
(Name of Contractor)

103 NE 15th Lane, Lamar, MO 64759
(Address of Contractor)

a _____ corporation _____, hereinafter called Principal and
(corporation, partnership, or individual)

(Name of Surety)

(Address of Surety)

hereinafter called Surety, are held and firmly bound unto

City of Carthage
(Name of Owner)

City Hall, 326 Grant Street, Carthage, MO 64836
(Address of Owner)

hereinafter called OWNER, in the penal sum of Four Hundred Forty-Seven Thousand Eight Hundred Eighty-Three and 50/100 Dollars (\$447,883.50), in lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION is such that whereas, the Principal entered into a certain contract with OWNER, dated the ____ day of _____, 2017, a copy of which is hereto attached and made a part hereof for the construction of:

River Street and Fairview Avenue (Hwy. E) Intersection Improvements

NOW, THEREFORE, if the Principal shall well, truly and faithfully perform its duties, all the undertakings, covenants, terms, conditions, and agreements of said contract during the original term thereof, and any extensions thereof which may be granted by the OWNER, with or without notice to the Surety and during the one year guaranty period, and if he shall satisfy all claims and demands incurred under such contract, and shall fully indemnify and save harmless the OWNER from all costs and damages which it may suffer by reason of failure to do so, and shall reimburse and repay the OWNER all outlay and expense which the OWNER may incur in making good any default, then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED, FURTHER, that the said surety, for value received hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the contract or to WORK to be performed thereunder or the SPECIFICATIONS accompanying the same shall in any wise affect its obligation on this BOND, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the contract or to the WORK or to the SPECIFICATIONS.

PROVIDED, FURTHER, that no final settlement between the OWNER and CONTRACTOR shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

IN WITNESS WHEREOF, this instrument is executed in three (3) counterparts, each one of which shall be deemed an original, this the _____ day of _____, 20_____.

ATTEST: _____
Principal
By _____

(SEAL)

(Witness as to Principal)

(Address)

(Address)

ATTEST: _____
Surety
By _____
Attorney-in-fact

(SEAL)

(Witness to Surety)

(Address)

(Address)

NOTE: Date of BOND must not be prior to date of Contract.
If CONTRACTOR is Partnership, all partners should execute BOND.

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

PAYMENT BOND 00611

KNOW ALL MEN BY THESE PRESENTS: that

Bennett, Inc.

(Name of Contractor)

103 NE 15th Lane, Lamar, MO 64759

(Address of Contractor)

a _____ corporation _____, hereinafter called Principal
(corporation, partnership, or individual)

(Name of Surety)

(Address of Surety)

hereinafter called Surety, are held and firmly bound unto

City of Carthage

(Name of Owner)

City Hall, 326 Grant Street, Carthage, MO 64836

(Address of Owner)

hereinafter called OWNER, in the penal sum of Four Hundred Forty-Seven Thousand Eight Hundred Eighty-Three and 50/100 Dollars, (\$447,883.50) in lawful money of the United States, for the payment of which sum well and truly to be made, we bind ourselves, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION is such that whereas, the Principal entered into a certain contract with the OWNER, dated the _____ day of _____, 2017, a copy of which is hereto attached and made a part hereof for the construction of:

River Street and Fairview Avenue (Hwy. E) Intersection Improvements

NOW, THEREFORE, if Principal shall promptly make payment to all persons, firms, SUBCONTRACTORS, and corporations furnishing materials for or performing labor in the prosecution of the WORK provided for is such contract, and any authorized extension or modification thereof, including all amounts due for materials, lubricants, oil, gasoline, coal and coke, repairs on machinery, equipment and tools, consumed or used in connection with the construction of such WORK, and all insurance premiums on said WORK, and for all labor, performed on such WORK whether by SUBCONTRACTOR or otherwise, then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED, FURTHER, that the said surety, for value received hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the contract or to WORK to be performed thereunder or the SPECIFICATIONS accompanying the same shall in any wise affect its obligation on this BOND, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the contract or to the WORK or to the SPECIFICATIONS.

PROVIDED, FURTHER, that no final settlement between the OWNER and CONTRACTOR shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

IN WITNESS WHEREOF, this instrument is executed in three (3) counterparts, each one of which shall be deemed an original, this the _____ day of _____, 20 _____.

ATTEST: _____
Principal
By _____

(SEAL)

(Witness as to Principal)

(Address)

(Address)

ATTEST: _____
Surety
By _____
Attorney-in-fact

(SEAL)

(Witness to Surety)

(Address)

(Address)

NOTE: Date of BOND must not be prior to date of Contract.
If CONTRACTOR is Partnership, all partners should execute BOND.

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

NOTICE OF AWARD00501

TO: Bennett, Inc.
103 NE 15th Lane
Lamar, Missouri 64759

PROJECT Description: River Street and Fairview Avenue (Hwy. E) Intersection Improvements, Carthage, Missouri.

The OWNER has considered the BID submitted by you for the above described WORK in response to its Invitation to Bid dated November 14, 2017 and Instructions to Bidders.

You are hereby notified that you BID has been accepted in the amount of Four Hundred Forty-Seven Thousand Eight Hundred Eighty-Three and 50/100 Dollars (\$447,883.50).

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

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

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

Dated this _____ day of _____, 20_____.

City of Carthage

By: _____

Title: Mayor

ACCEPTANCE OF NOTICE

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

By _____

Title _____

COUNCIL BILL NO. 18-02

ORDINANCE NO. _____

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.

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

SECTION I: The Mayor of the City of Carthage is hereby authorized to enter into a Lease Agreement with, 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, a copy of which Lease Agreement is attached hereto and incorporated herein as if set out in full.

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

PASSED AND APPROVED THIS _____ **DAY OF** _____
2018.

ATTEST:

J. Michael Harris, Mayor

Traci Cox, City Clerk

Sponsored by: Public Services Committee

**LEASE AGREEMENT BETWEEN THE CITY OF CARTHAGE
AND DENNIS and CAROLYN DETERT**

This lease agreement made on this _____ day of _____, 2018, between the City of Carthage, a municipal corporation organized and existing under the laws of the State of Missouri, acting by and through its duly authorized Mayor (“Lessee”), and Dennis and Carolyn Detert, husband and wife, owners of the Carthage Golf Center Business (“Lessors”).

SECTION ONE.

DESCRIPTION OF THE PREMISES AND LEASED BUSINESS

Lessor hereby leases to Lessee, the property located at 800 Robert Ellis Young Drive, Carthage, Missouri known as the Carthage Golf Center. The property as established consists of approximately 14.5 acres, more or less. This lease is to exclude the main building.

SECTION TWO.

TERM

The term of this lease shall be for a period of the day of signing until 11:59 p.m. December 31, 2018.

SECTION THREE.

RENT

Lessee agrees to pay to Lessors as rent for the year of 2018, \$6,500.00, payable as follows: \$3,500.00 on April 1, 2018 and \$3,000.00 on December 1, 2018. (\$500 is included in the lease amount for the Lessors to cover the main building on their own insurance policy and releasing the city of liability for damages to the main building.)

SECTION FOUR.

MAINTENANCE OF BUILDINGS AND LAND BY LESSEE

Any damage to the main building caused by a negligent or purposeful act of a city employee or agent of the city shall be covered and/or repaired by the city. The maximum expense by the city shall be the amount of Lessor’s insurance deductible on the main building, maximum deductible of \$1,000.00. If Lessors do not have insurance on the main building the maximum expense by the city pursuant to this paragraph shall be \$1,000.00.

The City of Carthage will maintain and keep the grounds, and golf range equipment in a good state of repair, and make all necessary replacements during the term of this lease. Lessees shall purchase and maintain liability insurance with a minimum amount of coverage of \$500,000.00, during the term of this lease. Lessors shall be named as additional insureds on said policy or policies of insurance and Lessee shall furnish Lessor proof of insurance and proof that Lessors are additional insureds on said policies.

Lessee will be responsible for payment of utility bills.

**SECTION FIVE.
USE OF PREMISES**

The premises shall be used for the purpose of a golf range. Lessee shall restrict the use to such purposes and shall not permit the use of the premises for any other purposes without written consent of the Lessors.

**SECTION SIX.
INDEMNIFICATION BY LESSEE**

Lessee agrees to hold Lessors harmless from any claim for injury or damages to persons or damage to property arising on or about the demised premises, caused by act, default, negligence, omission, willful or otherwise, or misconduct of lessee, its agents, servants, employees or invitees, during a time that the Lessee or any permittee of Lessee is leasing the premises, including claims for injuries and damages allegedly caused by the negligence of the Lessors.

**SECTION SEVEN.
ENTRY ON PREMISES BY LESSOR**

Lessors reserve the right to enter the premises at reasonable times to inspect or to show the premises for sale and Lessee shall permit Lessors to do so during regular hours of business. Lessors shall have the right to place "for sale" signs on the premises.

**SECTION EIGHT.
ALTERATIONS, ADDITIONS AND IMPROVEMENTS**

There shall be no alterations of the premises without the written permission of the Lessors and all alterations, additions, and improvements on the premises that may be erected or installed during the term of this lease shall become part of the demised premises and the sole property of Lessors at the expiration of this lease.

**SECTION NINE.
ASSIGNMENT**

It is agreed that this lease shall be assignable in writing by either party, but said assignment by Lessee, shall not relieve Lessee of any obligation under the lease.

**SECTION TEN.
PARTIAL DESTRUCTION OF THE PREMISES**

If the property hereby let (does not include any buildings) shall be destroyed or be so damaged as to become untenable by reason of fire or providential means, then, if Lessor shall by writing, deliver to Lessee within 30 days after such damage or destruction an election to rebuild or repair, the Lessee shall rebuild or repair said property within a reasonable time after such election, placing the property in as good condition as they were before the destruction or damage; but if Lessee does not so elect to rebuild or repair,

the Lessors shall have possession of said property thereby let and shall receive full insurance proceeds for the damage to the leased property and Lessee's obligation under this lease shall terminate.

**SECTION ELEVEN.
WASTE, NUISANCE, OR UNLAWFUL ACTIVITY**

Lessee shall not allow any waste or nuisance on the premises or use or allow the property to be used for any unlawful purpose or activity.

**SECTION TWELVE.
CONDEMNATION**

If the demised property or any portion thereof shall be taken or condemned by any competent public authority for any public or quasi-public use or purpose, Lessor shall be entitled to all condemnation monies and proceeds from any accepted commissioner's awards or any judgments. The Lessee (City of Carthage) agrees not to bring condemnation or eminent domain proceedings on this property during the term of this lease.

**SECTION THIRTEEN.
RIGHT TO SELL**

It is agreed that Lessor has the right to advertise, attempt to sell and, subject to this paragraph, the right to sell the property at any time during the lease. The City of Carthage will have 30 days from date of sale closing to vacate the property. Final lease payment by the Lessee shall be prorated according to number of days the property has been used by Lessee during the term of the lease, and shall be due 30 days from the closing date of sale. The City of Carthage may negotiate at any time during the lease to buy the property by mutual agreement.

**SECTION FOURTEEN.
NOTICE**

All notices described herein and to be given with respect to this instrument shall be in writing, and every notice shall be deemed to have been given at the time that it is deposited in the United States mail.

**SECTION FIFTEEN.
COVENANTS BINDING ON HEIRS AND SUCCESSORS**

The covenants herein contained shall run with the demised property and shall bind the heirs, administrators, successors and assigns of the Lessors and Lessee respectively and consent of the, Lessors to Assignment, and acceptance of late rent from the Lessee shall not release the Lessee from its obligation to pay timely rent and comply with other conditions of this lease.

**SECTION SIXTEEN.
WAIVERS**

Failure of the Lessor to insist on strict performance of any of the terms and conditions hereof shall not be deemed a waiver of any subsequent breach or default of any terms and conditions of this lease.

The parties have executed this agreement on the _____ day of _____, 2018

Attest:

City of Carthage:

Traci Cox, City Clerk

J. Michael Harris, Mayor

Lessors:

Dennis Detert

Carolyn Detert

COUNCIL BILL NO. 18-03

ORDINANCE NO. _____

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.

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

SECTION I: The Mayor of the City of Carthage is hereby authorized to enter into a Lease Agreement with 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 term commencing January 1, 2018 and ending December 31, 2018, a copy of which Lease Agreement is attached hereto and incorporated herein as if set out in full.

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

PASSED AND APPROVED THIS _____ **DAY OF** _____
2018.

ATTEST:

J. Michael Harris, Mayor

Traci Cox, City Clerk

Sponsored by: Public Services Committee

LEASE AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____, 2018 by and between the City of Carthage, Jasper County, Missouri, a municipal corporation, hereinafter called Lessor, and Pam Graff, of Carthage, Missouri, hereinafter called the Lessee.

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

TO HAVE AND TO HOLD the above described building with all privileges thereto belonging unto the said lessee for a term of one year commencing on date of signing and ending December 31, 2018. Lessee to use said premises as and for a skating rink with the approval of a majority of the members of the City Council, City of Carthage, Missouri.

Lessee does hereby agree to pay to lessor as and for rental for the above described premises the total sum of three thousand, six hundred dollars (\$3,600.00) per year, payable at the rate of three hundred dollars (\$300.00) per month on the first day of January 2018, and on the first day of each succeeding month thereafter during the period of the lease. In the event the first day of the month falls on a Saturday or Sunday, said payment shall be due and payable on the first Monday of such month. If rental payments shall continue unpaid another 30 days, Lessor shall notify Lessee thereof by letter. If such delinquency in payment shall continue another 30 days, or a total of 60 days, this lease shall be terminated and the premises vacated.

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

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

The Lessor shall pay for all materials and labor necessary for the maintenance of exterior walls and roof of said pavilion. The Lessor shall pay for all major plumbing repairs. The Lessee shall be responsible for all repairs to the interior of said pavilion and Lessee covenants to maintain said interior in as good repair as it was in at the commencement of this lease, ordinary wear and tear and acts of God excepted.

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

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

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

Damage to the building by fire, wind, storm, and other casualty rendering the Pavilion untenable shall, at the option of either party, work a termination of this lease.

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

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

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

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

In **WITNESS WHEREOF**, the parties hereunto set their hand and seal of this _____ day of _____, 2018.

CITY OF CARTHAGE

By: _____ Lessor
Mayor: J. Michael Harris

Pam Graff Lessee

Attest:

Traci Cox
City Clerk

COUNCIL BILL NO. 18-04

ORDINANCE NO. _____

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.

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

SECTION I: The Mayor of the City of Carthage is hereby authorized to enter into an agreement, pursuant to the agreed to requirements of the bid specifications, with Crossland Construction Co. Inc. for construction of Fire Station #2 in the City of Carthage, Carthage, Missouri for the sum of \$1,542,000 a copy of which is attached hereto and incorporated herein as if set out in full.

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

PASSED AND APPROVED THIS _____ DAY OF _____, 2018.

MAYOR

ATTEST:

CITY CLERK

Sponsored by: Public Safety Committee

***MAYOR'S
APPOINTMENTS***

Mayor's Appointments

January 2018

*Planning, Zoning, & Historic Preservation Commission
4 Year Term - 7 Members- Meets 3rd Monday -5:15 PM - Council
Chambers*

<u>NAME</u>	<u>PHONE</u>	<u>ADDRESS</u>	<u>APPOINTED</u>	<u>EXPIRES</u>
Jim Swatsenbarg	358-1690	601 Howard	12/26/2017	Dec-21

RESOLUTIONS

RESOLUTION NO. 1818

A RESOLUTION ADOPTING A DRUG AND ALCOHOL POLICY ADDENDUM FOR THE CITY OF CARTHAGE TRANSIT SYSTEM.

WHEREAS, The City of Carthage Transit System is dedicated to providing safe, dependable, and economical transportation services to transit passengers, and

WHEREAS, It is the City's goal to provide a healthy, satisfying working environment which promotes personal opportunities for growth, and

WHEREAS, In meeting these goals, it is the City's policy to (1) assure that employees are not impaired in their ability to perform assigned duties in a safe, productive, and healthy manner; (2) create a workplace environment free from the adverse effects of drug abuse and alcohol misuse; (3) prohibit the unlawful manufacture, distribution, dispensing, possession, or use of controlled substances; and (4) to encourage employees to seek professional assistance anytime personal problems, including alcohol or drug dependency adversely affect their ability to perform their assigned duties

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

The City does hereby adopt the Drug and Alcohol Policy Addendum for the City of Carthage transit system, a copy of which is attached hereto.

PASSED AND APPROVED THIS _____ day of _____, 2017.

J. Michael Harris, Mayor

Attest:

Traci Cox, City Clerk

DRUG AND ALCOHOL POLICY

ADDENDUM EFFECTIVE: JANUARY 1, 2018

The United States Department of Transportation (USDOT) – Office of Drug and Alcohol Policy and Compliance (ODAPC) has issued an update to USDOT’s drug and alcohol testing regulation (49 CFR Part 40). The new regulation has been revised and the changes (summarized below) will become effective on January 1, 2018. Therefore, the City of Carthage, Missouri, drug and alcohol testing policy is amended as follows:

1. CHANGES TO THE DRUG TESTING PANEL

- a. Four new opioids added to the drug testing panel –
 - i. The USDOT drug test remains a “5-panel” drug test; however, the list of opioids for which are tested will expand from three to seven opioids.
 - ii. The “opioid” category will continue to test for codeine, morphine, and heroin; however, the “opioid” testing panel will now be expanded to include four (4) new semi-synthetic opioids:
 1. (1) Hydrocodone, (2) Hydromorphone, (3) Oxycodone, and (4) Oxymorphone.
 2. Common brand names for these semi-synthetic opioids include, but may not be limited to: OxyContin®, Percodan®, Percocet®, Vicodin®, Lortab®, Norco®, Dilaudid®, Exalgo®.
- b. ‘MDA’ will be tested as an initial test analyte
- c. ‘MDEA’ will no longer be tested for under the “amphetamines” category.

2. BLIND SPECIMEN TESTING

- a. The USDOT no longer requires blind specimens to be submitted to laboratories.

3. ADDITIONS TO THE LIST OF “FATAL FLAWS”

- a. The following three circumstances have been added to the list of “fatal flaws”:
 - i. No CCF received by the laboratory with the urine specimen.
 - ii. In cases where a specimen has been collected, there was no specimen submitted with the CCF to the laboratory.
 - iii. Two separate collections are performed using one CCF.

4. MRO VERIFICATION OF PRESCRIPTIONS

- a. When a tested employee is taking a prescribed medication, after verifying the prescription and immediately notifying the employer of a verified negative result, the MRO must then (after notifying the employee) wait five (5) business days to be contacted by the employee's prescribing physician before notifying the employer of a medical qualification issue or significant safety risk.
 - i. Specifically, in cases where an MRO verifies a prescription is consistent with the Controlled Substances Act, but that the MRO has still made a determination that the prescription may disqualify the employee under other USDOT medical qualification requirements, or that the prescription poses a significant safety-risk, the MRO must advise the employee that they will have five (5) business days from the date the MRO reports the verified negative result to the employer for the employee to have their prescribing physician contact the MRO. The prescribing physician will need to contact the MRO to assist the MRO in determining if the medication can be changed to one that does not make the employee medically unqualified or does not pose a significant safety risk. If in the MRO's reasonable medical judgment, a medical qualification issue or a significant safety risk still remains after the MRO communicates with the employee's prescribing physician, or after five (5) business days, whichever is shorter, the MRO must communicate this issue to the employer consistent with 49 CFR Part 40.327.

5. DEFINITIONS

- a. The term "***DOT, the Department, DOT Agency***"
 - i. Modified to encompass all DOT agencies, including, but not limited to, FAA, FRA, FMCSA, FTA, PHMSA, NHTSA, Office of the Secretary (OST), and any designee of a DOT agency.
 - ii. For the purposes of testing under 49 CFR Part 40, the USCG (in the Department of Homeland Security) is considered to be a DOT agency for drug testing purposes.
- b. The term "***Opiate***" is replaced with the term "***Opioid***" in all points of reference.
- c. The definition of "***Alcohol Screening Device (ASD)***" is modified to include reference to the list of approved devices as listed on ODAPC's website.

- d. The definition of “**Evidential Breath Testing Device (EBT)**” is modified to include reference to the list of approved devices as listed on ODAPC’s website.
- e. The definition of “**Substance Abuse Professional (SAP)**” will be modified to include reference to ODAPC’s website. The fully revised definition includes:
 - i. A licensed physician (medical doctor or doctor of osteopathy) or licensed or certified psychologist, social worker, employee assistance professional, state-licensed or certified marriage and family therapist, or drug and alcohol counselor (certified by an organization listed at <https://www.transportation.gov/odapc/sap>) with knowledge of and clinical experience in the diagnosis and treatment of drug and alcohol related disorders.

NOTE: The revisions listed in this addendum include only those revisions to 49 CFR Part 40 which may be referenced in our drug & alcohol testing policy. A list of all the revisions made to 49 CFR Part 40 can be found at <https://www.transportation.gov/odapc>.

Addendum Authorization Date: December 26, 2017

Authorized Official (Printed Name): J. Michael Harris, Mayor, City of Carthage, MO

Signature: _____

RESOLUTION NO. 1819

A RESOLUTION APPROVING THE RECOMMENDATION OF THE McCUNE-BROOKS REGIONAL HOSPITAL TRUST FOR THE DISTRIBUTION OF FUNDS FROM THE RESTRICTED TRUST FUND.

WHEREAS, the City of Carthage established the McCune-Brooks Regional Hospital Trust (Trustee) in December 2011 for the benefit of the citizens of Carthage, as an irrevocable common law trust under Missouri law; and

WHEREAS, the City approved the sale of the Hospital Property, including all property described as the "Leased Property" and the "Assumed Assets" under the Lease, to Mercy-Carthage for the Purchase Price; and

WHEREAS, the remaining amounts paid by Mercy-Carthage pursuant to the Asset Purchase Agreement were deposited in the McCune-Brooks Regional Hospital Trust; and

WHEREAS, the Grantors of the Trust have agreed that as part of the Lease Agreement all net lease proceeds received by Grantor shall be held, administered, and distributed upon the recommendations of the Trustee, subject to the approval of the City Council; and

WHEREAS, the Trustee may at any time make recommendations for distribution of the principal, and net income, subject to the approval of the City Council, for only the following purposes:

- a) to or for the benefit of the welfare and healthcare related purposes of the citizens of the greater Carthage, Missouri metropolitan area;
- b) to reconstitute and provide funds to operate the Hospital, if needed, upon termination of the Lease Agreement;
- c) to pay any liabilities and obligations of McCune-Brooks under the Lease Agreement;
- d) to enforce the terms of the Lease Agreement, including hiring consultants and attorneys;
- e) to pay the costs necessary for McCune-Brooks to continue its affairs during the term of the Lease Agreement and to wind up its affairs during the Lease Term, including the cost of attorneys, auditors and accountants; and

WHEREAS, the Trustee has recommended the distribution of funds pursuant to section a) above, for grant awards to the following recipient:

Feeding Inc.	\$23,349.40
City of Carthage, MO	\$25,000
Carthage Community Foundation	\$25,000 (per year for three years)

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 of the City of Carthage, Missouri does hereby approve the recommendation of the Trustee for the distribution of funds pursuant to section a) above.

PASSED AND APPROVED THIS _____ DAY OF _____, 2017.

ATTEST:

J. Michael Harris, Mayor

Traci Cox, City Clerk

Application Date: November 17, 2017

MCCUNE BROOKS REGIONAL HOSPITAL TRUST
Data Sheet for Organizations
Requesting Grants

PLEASE NOTE: The McCune Brooks Regional Hospital Trust will review the data supplied herein making its determination as to whether or not it will recommend to the Carthage City Council that a grant be made to your organization. However, by reviewing your request and the information supplied herein, the Trust is in no way making any commitment to grant funds to your organization pursuant to this or any other request. Further, the Trust may, at its option, request additional information and such requests by the Trust should not be considered a commitment by the Trust to make any grant to your organization. The Carthage City Council must ultimately approve the Trust's recommendation for funding before any grant of funds can be made.

1. Legal name of your organization: Feeding, Incorporated

2. Is your organization an organization qualified as a 501(c) (3) tax-exempt organization by the IRS or qualified in any other manner by the IRS as a tax-exempt entity? YES X NO _____

a. If your organization has qualified as a tax-exempt organization, please attach a copy of the IRS qualifying letter or such other documentation you are relying upon to establish your organization's tax-exempt status.

3. Please provide your organization's taxpayer identification number: 47-2856366

4. Please write a brief statement of the purpose of your organization. If you need additional space, you may write on the back of this form or attach a separate statement to this form.

Our purpose is to feed, equip, empower, and in doing so restore hope to those who are living in poverty and others who are temporarily in need in Carthage and the surrounding area. We prepare a family meal with our staff and those who come on Wednesdays each week, to build relationship with our clients and they with each other. At this gathering, we give away a box of food to whoever comes. We also have a class in both English and Spanish to empower families to rise above the need for assistance. Classes we offer to the community are: Small Steps to Health and Wealth, The Power of Hope, A Healthy Lifestyle, and a class on personal value. We also host gatherings for the community that inform on such subjects as: Goal Setting, Family Dynamics, and Human Trafficking. We also assist our clients by posting job listings, but also direct our clients to other resources such as GED Classes, ESL Classes and hand out a local area resource list. Thursday is appointment day at Feeding, Inc. Clients fill out an application, receive an ID card, and then are allowed to shop with one of our volunteers at our facility. These appointments are scheduled once a month per family as needed. We are a part of Charity Tracker which is a coordinated/cooperative effort of multiple agencies to help clients in the region. Charity

Tracker also allows service agencies such as Feeding, Inc. to track where clients are getting additional assistance, so as not to abuse the system. While Crisis Center houses the homeless and provides services for them, we help those who may still be in their homes, but do not have enough food to feed their families. Many have told us that they would not have eaten if we had not helped them.

The number of clients we help has reduced because we have helped them get off assistance and become contributing members of society. We are fulfilling the basic need for food as described in Maslow's Hierarchy of Need. By doing so, they are freed to pursue a higher goal such as education, a job, or physical healing. We do not use the word "empower" loosely. Here is how we empower:

- A. Educate
- B. Build relational trust
- C. Offer basic need assistance
- D. Help clients set goals
- E. Provide a family table for those who never set down to a family meal
- F. Provide resource list
- G. Provide a loving and caring environment for people from all walks of life whether a volunteer or a client

5. How much money is your organization requesting from the McCune Brooks Regional Hospital Trust?
\$23,349.40

\$19,899.40 -Polar King International, Inc. - Free Standing, Exterior, Walk-in Freezer
Model #M812 Freezer Zero Degrees Freezer (See details attached)

\$3450.00-Additional Heating and Air Conditioning Unit (See details attached) Simpson Sheet Metal, Inc.
4 ton package unit with 2 stage cooling and 2 stage heating, serving 2 office areas and kitchen,
discounted price of \$5,950.00 less \$2500.00 grant from Carthage Community Foundation toward
heating and cooling.

6. When does your organization anticipate the need for funds it is requesting?

As soon as funding is available.

7. Please write a brief statement as to the purpose for which these funds are being requested. If you need additional space, you may write on the back or attach a statement to this form.

A local warehouse was allowing us to store our frozen food prior to distribution. That facility has been sold and is no longer available to us. Therefore, we need a walk-in freezer to store food prior to distribution. We get calls from those who want to give us frozen food. We are limited in our freezer space. A walk-in freezer would enable us to receive more food to give to the families we assist.

Our present heating and air conditional system is not adequate to meet the need for this size of building. The temperature in our kitchen gets almost unbearable when we are cooking weekly hot meals for over 100 people especially in the summer. This makes it difficult to retain consistent volunteers. Our entire facility is cold during the winter, so we use additional electric heaters to keep a

comfortable temperature for our employees, volunteers, and clients. The additional heating and air would make our facility a comfortable place for our volunteers and clients.

8. If the McCune Brooks Regional Hospital Trust consents to recommend a grant to your organization of the funds requested for the purpose you have set forth in your response to Item 7 above, it will be because the trustee has determined that the purpose forwarded by the grant is for the general welfare and healthcare benefit of the citizens of Carthage, Missouri, and healthcare related purposes of the greater Carthage, Missouri, metropolitan area. Please write a brief statement as to how this requested grant to your organization will meet these purposes. If you need additional space, you may write on the back or attach a statement to this form.

By providing food and other essentials, our clients are freed to pursue higher goals other than putting food on the table. Some examples of higher goals would be job searching, education, care of family, and a healthy life style. In Maslow's Hierarchy of Need, food is a basic need that must be satisfied in order to allow families to pursue security of employment, resources, family relationships, self-esteem, respect of others, and self-actualization. This is where our passion to help others becomes substance and fulfills our purpose and mission. Presently, Feeding, Incorporated assists 400 families on a monthly basis which constitutes approximately 1600 people including families with small children, the elderly, the disabled, and those temporarily in need. These people are comprised of 65% Caucasian, 25% Hispanic, with the other 10% African American, Native American, and Asian. This assistance with food and other essentials is directly related to the health and welfare of the citizens of Carthage which, we believe would fulfill the direct purpose of the McCune Brooks Regional Hospital Trust.

9. What are the sources of funds your organization relies upon to achieve its goals? You need not list individual donors by name. Also, please provide a balance sheet and income statement for your organization.

Sources of income to achieve our goals include: Individual and business contributions, grants, and occasional fundraisers. We have also established a fund with the Community Foundation of the Ozarks to further establish sustainability of the services we provide for the health and benefit of the citizens of Carthage and the surrounding area.

10. Please list the name, address, and phone number of the presiding officer of your organization.

President: Regina P. Shank, 14268 Burr Oak Road, Carthage, Missouri (417)793-0835

Vice-President: Michael W. Shank, 14268 Burr Oak Road, Carthage, Missouri (417)359-4210

Secretary: Karen J. Wilkinson, 1520 Country Club Road, Carthage, Missouri (816)506-0908

11. Please list the names, addresses, and phone numbers of four (4) officers or members of your organization, other than your presiding officer, who will be available to the Trust, or Trust's appointee,

for the purpose of interviews about the organization and for the purpose of being a source of information about your organization.

1. Jerry Davis, 2856 Morgan Heights Road, Carthage, Missouri (417)793-6231
 2. Jeff Wilkinson, 1520 Country Club Road, Carthage, Missouri (417)674-9400
 3. Karen J. Wilkinson, 1520 Country Club Road, Carthage, Missouri (816)506-0908
 4. Misty Norris, 1427 Kimberly Lane, Apt. D, Carthage, Missouri (417)423-0925
12. Please identify an individual for follow up contact to review effectiveness of the grant, if different from above.

Regina Shank, (417)793-0835

Page 3 Completed Affidavit must be included with application for consideration I 501(c) (3) VERIFICATION AFFIDAVIT The undersigned, a duly appointed officer of Feeding, Incorporated, (hereinafter referred to as the "Organization") hereby certifies that, as of the date shown below, the Organization is operating as an exempt organization as described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, that said Organization has provided to the McCune Brooks Regional Hospital Trust a copy of its letter from the Internal Revenue Service informing the Organization of the determination of its exempt status, and that the Organization has not in the past year lost or relinquished its exemption status for any reason.

Dated this 24th day of January, 2017.

Feeding, Incorporated (Name of Organization)

By:

Signature

Regina P. Shank, President

Typed Name and Title

Submit this completed application to: McCune Brooks Regional Hospital Trust
c/o Schmidt and Associates
2530 Grand, Suite C
Carthage, MO 64836

Requests will be reviewed at the next scheduled meeting of the Trustee

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE

Date: **FEB 23 2016**

FEEDING INC
210 N RIVER ST
CARTHAGE, MO 64836-1322

Employer Identification Number:
47-2856366
DLN:
17053358320025
Contact Person:
SHEILA M ROBINSON ID# 31220
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
January 28, 2015
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Application Date: November 20, 2017

MCCUNE BROOKS REGIONAL HOSPITAL TRUST
Data Sheet for Organizations
Requesting Grants

PLEASE NOTE: The McCune Brooks Regional Hospital Trust will review the data supplied herein making its determination as to whether or not it will recommend to the Carthage City Council that a grant be made to your organization. However, by reviewing your request and the information supplied herein, the Trust is in no way making any commitment to grant funds to your organization pursuant to this or any other request. Further, the Trust may, at its option, request additional information and such requests by the Trust should not be considered a commitment by the Trust to make any grant to your organization. The Carthage City Council must ultimately approve the Trust's recommendation for funding before any grant of funds can be made.

1. Legal name of your organization: City of Carthage, Missouri
2. Is your organization an organization qualified as a 501(c)(3) tax-exempt organization by the IRS or qualified in any other manner by the IRS as a tax-exempt entity? YES NO
 - a. If your organization has qualified as a tax-exempt organization, please attach a copy of the IRS qualifying letter or such other documentation you are relying upon to establish your organization's tax-exempt status.
3. Please provide your organization's taxpayer identification number: 12487451
4. Please write a brief statement of the purpose of your organization. If you need additional space, you may write on the back of this form or attach a separate statement to this form.
The City of Carthage is a Charter City as provided by the Missouri Statutes.
The purpose of the City is to provide municipal government services including Police, Fire, Street Maintenance and Construction, Storm Water Management, Engineering Services, Civil Defense and Emergency Services, Recreational Facilities and Programming, Legislative and Administrative services to the Citizens of Carthage in the most efficient manner possible.
5. How much money is your organization requesting from the McCune Brooks Regional Hospital Trust?
\$25,000.
6. When does your organization anticipate the need for funds it is requesting? As soon as approved.
7. Please write a brief statement as to the purpose for which these funds are being requested. If you need additional space, you may write on the back or attach a statement to this form.
Please see attached.

8. If the McCune Brooks Regional Hospital Trust consents to recommend a grant to your organization of the funds requested for the purpose you have set forth in your response to Item 7 above, it will be because the trustee has determined that the purpose forwarded by the grant is for the general welfare and healthcare benefit of the citizens of Carthage, Missouri, and healthcare related purposes of the greater Carthage, Missouri, metropolitan area. Please write a brief statement as to how this requested grant to your organization will meet these purposes. If you need additional space, you may write on the back or attach a statement to this form.

Please see attached.

9. What are the sources of funds your organization relies upon to achieve its goals? You need not list individual donors by name. Also, please provide a balance sheet and income statement for your organization.

Tax revenues and user fees.

10. Please list the name, address, and phone number of the presiding officer of your organization.

J. Michael Harris, Mayor

326 Grant St. Carthage, MO 64836

417-237-7000

11. Please list the names, addresses, and phone numbers of four (4) officers or members of your organization, other than your presiding officer, who will be available to the Trust, or Trust's appointee, for the purpose of interviews about the organization and for the purpose of being a source of information about your organization.

1. Dan Rife

1841 Wynwood

Carthage, MO 64836

417-237-7000

2. Darren Collier

528 E. Centennial

Carthage, MO 64836

417-237-7000

3. Tom Short

326 Grant St.

Carthage, MO 64836

417-237-7003

4. Roger Williams

401 W. Chestnut

Carthage, MO 64836

417-237-7100

12. Please identify an individual for follow up contact to review effectiveness of the grant, if different from above.

Completed Affidavit **must** be included with application for consideration!

501(c) (3) VERIFICATION AFFIDAVIT

The undersigned, a duly appointed officer of the City of Carthage, Missouri,
(hereinafter referred to as the "Organization") hereby certifies that, as of the date shown below, the
Organization is operating as an exempt organization as (a municipal subdivision of state government)
described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, that said Organization
has provided to the McCune Brooks Regional Hospital Trust a copy of its letter from the Internal Revenue
Service informing the Organization of the determination of its exempt status, and that the Organization
has not in the past year lost or relinquished its exemption status for any reason.

Dated this 21 day of November 2017.

City of Carthage, Missouri
(Name of Organization)

BY: J. Michael Harris
Signature

J. Michael Harris, Mayor
Typed Name and Title

Submit this completed application to:

McCune Brooks Regional Hospital Trust
c/o Schmidt and Associates
2530 Grand, Suite C
Carthage, MO 64836

Requests will be reviewed at the next scheduled meeting of the Trustee.

ATTACHMENT 1

7. Please write a brief statement as to the purpose for which these funds are being requested. If you need additional space, you may write on the back or attach a statement to this form.

The City of Carthage is requesting a grant 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.

Sudden cardiac arrest is a leading cause of death in the U.S., striking people in all settings. From schools to homes to public places; 7,000 to 16,000 children die from sudden cardiac arrest each year, often from undiscovered heart defects. There are approximately 220,000 victims of sudden cardiac arrest per year in the United States; about 10,000 (13%) sudden cardiac arrests occur at the workplace.

Rapid treatment of ventricular fibrillation, through the application of a controlled electrical shock, is essential to the victim's survival. The American College of Occupational and Environmental Medicine recommends placement, when practical, of AEDs in sufficient locations to allow initiation of resuscitation within five minutes of recognized sudden cardiac arrest. With the use of AEDs, early recognition and correction of sudden cardiac arrest by lay rescuers can significantly improve the outcome of cardiac arrest. While cardiopulmonary resuscitation (CPR) can prolong the chances of survival, it cannot reverse sudden cardiac death.

City facilities are visited on a daily basis by residents of the City conducting business as well as tourists/visitors visiting our City and attractions. These facilities would include the Golf Course, Parks building, Civil War Museum, Over-Sixty Center, City Hall and the various other operating department facilities. The City would like to equip more of its visited facilities with these devices in order to protect not only our residents and visitors, but also the workers in these facilities. AEDs would provide another level of protection to these individuals.

The American Red Cross estimates that a sudden cardiac arrest fatality in the workplace can cost up to \$1.3 million in direct and indirect costs. Costs can include productivity loss, insurance premium increases administrative expenses, hiring expenses, workforce depression and personal loss.

Training is recommended, but not required. Training will be provided by staff of Mercy EMS to City employees. Anybody can use an AED (including children). These units talk to users and the voice prompts direct them. The AED is compact, lightweight, portable, battery operated, safe, and easy to use. Like a fire extinguisher, easy access to an AED is vital when you need it.

The City's Police Department and Fire Department have previously been awarded grants from the McCune Brooks Hospital Foundation for AEDs and have had the opportunity to use the AED in saving the life of a Carthage resident.

ATTACHMENT 2

8. If the McCune Brooks Regional Hospital Trust consents to recommend a grant to your organization of the funds requested for the purpose you have set forth in your response to Item 7 above, it will be because the trustee has determined that the purpose forwarded by the grant is for the general welfare and healthcare benefit of the citizens of Carthage, Missouri, and healthcare related purposes of the greater Carthage, Missouri, metropolitan area. Please write a brief statement as to how this requested grant to your organization will meet these purposes. If you need additional space, you may write on the back or attach a statement to this form.

Cardiovascular diseases (CVD), including coronary heart disease and sudden cardiac arrest (SCA), remain **significant concerns to general public health and the occupational setting in particular.** According to the 2011 statistical update provided by the American Heart Association (AHA) an estimated 82,600,000 American adults have one or more types of CVD. Of these, 40,400,000 are estimated to be younger than 60 years. The City is not only an occupational setting, but also a public setting visited by citizens and the public. This information is especially relevant to City operations.

Data have also indicated that approximately one of every six or 406,351 deaths in the United States resulted from coronary heart disease. The AHA estimate for 2011 is that 785,000 Americans will have a new coronary attack, approximately 470,000 will have a recurrent attack, and an additional 195,000 silent first myocardial infarctions will be identified.

A significant number of cardiac arrests occur in out-of-hospital locations. Out of hospital cardiac arrests data collected by emergency medical service programs in Washington, revealed that **public sites represented 16% of incidents.** The Resuscitation Outcomes Consortium examined seven US sites and three Canadian sites and reported 12,930 out-of-hospital cardiac arrests, of which 15.8% occurred in public locations. In a 2007 report of the Save Hearts in Arizona Registry and Education program, which reviewed emergency medical services (EMS) first-care reports submitted voluntarily by 30 municipal fire departments responsible for approximately 67% of Arizona's population, the total number of out of hospital adult arrests of presumed cardiac etiology reported statewide was 1097. **Of these, 15% occurred in public locations.**

The consensus of science to correct VF and pulseless VT is immediate chest compression followed by a single electric shock with a controlled dose and duration of energy followed by resumption of chest compressions. **Automated external defibrillators (AEDs) are an important lifesaving technology that has a role to play in treating public facilities/workplace cardiac arrest.** Most sudden cardiac deaths occur outside of the hospital and it is estimated that 5 percent or less are successfully resuscitated and discharged alive from the hospital. In a study of Public-Access Defibrillation (PAD), communities with volunteers trained in the use of AEDs and CPR had twice as many victims survive compared to communities with volunteers trained only in CPR. Automated External Defibrillators (AEDs) improve survival after an out-of-hospital cardiac arrest. Their presence reduces the critical time for treatment. Less time to defibrillation improves victims' chances of survival. Having the devices appropriately located in a public place improves the survivability of people (citizens and visitors) experiencing a cardiac crisis.

Waiting for the arrival of emergency medical system personnel results in only 5-7% survival. Studies with immediate defibrillation have shown up to a 60% survival rate one year after sudden cardiac arrest when people properly use an AED and CPR on a victim within the first three to five minutes of a heart stopping. The average EMS response time in a typical community is nine minutes. In a sudden cardiac arrest emergency, that's too late. When people wait for paramedics to administer the first shock, the survival rate is only 5% to 7%. While CPR is important, only an electric shock can restore a normal heart rhythm when a person experiences ventricular fibrillation. An AED delivers that shock if it registers that a shock is needed. Onsite AEDs save precious treatment time, and can improve survival odds because they can be used before emergency medical service (EMS) personnel arrive. These devices have a proven track record of saving lives in public places as well as in the workplace.

Application Date: **December 1, 2017**

MCCUNE BROOKS REGIONAL HOSPITAL TRUST

Data Sheet for Organizations

Requesting Grants

PLEASE NOTE: The McCune Brooks Regional Hospital Trust will review the data supplied herein making its determination as to whether or not it will recommend to the Carthage City Council that a grant be made to your organization. However, by reviewing your request and the information supplied herein, the Trust is in no way making any commitment to grant funds to your organization pursuant to this or any other request. Further, the Trust may, at its option, request additional information and such requests by the Trust should not be considered a commitment by the Trust to make any grant to your organization. The Carthage City Council must ultimately approve the Trust's recommendation for funding before any grant of funds can be made.

1. Legal name of your organization: **Carthage Community Foundation**

2. Is your organization an organization qualified as a 501(c)(3) tax-exempt organization by the IRS or qualified in any other manner by the IRS as a tax-exempt entity? **Yes**
 - a. If your organization has qualified as a tax-exempt organization, please attach a copy of the IRS qualifying letter or such other documentation you are relying upon to establish your organization's tax-exempt status. **Attached**

3. Please provide your organization's taxpayer identification number: **23-7290968**

4. Please write a brief statement of the purpose of your organization. If you need additional space, you may write on the back of this form or attach a separate statement to this form.

Carthage Community Foundation (CCF) is a 501(c)(3) charitable organization under the umbrella of Community Foundation of the Ozarks (CFO) designed to allow interested donors to create charitable funds to support charitable goals/organizations the donor designates. Established in 1999, CCF works

to enhance the quality of life for our citizens now and for future generations by encouraging & building endowments, meeting community needs through biannual grant making, educating & supporting the sustainability efforts of our 20 nonprofit agency partners, providing community leadership, and promoting collaboration on community issues. CCF is governed by a Board of Directors, chosen for their knowledge of the area. CCF has made more than \$6 million in grants/distributions/opportunities in the community since 1999.

5. How much money is your organization requesting from the McCune Brooks Regional Hospital Trust?

\$75,000 in match funding; can be provided in installments over the next 3 years

6. When does your organization anticipate the need for funds it is requesting?

January 5, 2018; January 5, 2019; January 5, 2020

7. Please write a brief statement as to the purpose for which these funds are being requested. If you need additional space, you may write on the back or attach a statement to this form.

Through our affiliate relationship with Community Foundation of the Ozarks & a partnership with Missouri Foundation for Health, CCF has the opportunity to bring a large Rural Ozarks Health Initiative Grant to our community. This significant grant to our community that would focus on healthier eating & lifestyles for our citizens in efforts to combat obesity & create a healthier city. A Community Health Coordinator will spearhead efforts and coordinate among our health-related partners, Carthage R-9 schools & city. In year 1, the focus would be on education, largely with our kids. Working with R-9 to have a Healthy Kids Day at each school - a kick off with healthy eating & moving education. Additionally, offering some ongoing health-related programming choices, as well as tackling healthier concession stand, snack pack, and cafeteria options. In year 2, the focus shifts to community eating - developing a permanent community garden, expanding our farmers market, working with local restaurants to offer healthier choices. Year 3, the focus becomes on community lifestyle - developing more running/walking paths/trails, improving connectivity of sidewalks, rent-a-bikes to increase bike lane usage, adding preschool playground equipment, encouraging exercise clubs. Major partners in the project include Fair Acres YMCA, Mercy Carthage, Carthage R-9, Community Health Collaborative/Jasper Co. Health Dept., and the City of Carthage.

8. If the McCune Brooks Regional Hospital Trust consents to recommend a grant to your organization of the funds requested for the purpose you have set forth in your response to Item 7 above, it will be because the trustee has determined that the purpose forwarded by the grant is for the general welfare and healthcare benefit of the citizens of Carthage, Missouri, and healthcare related purposes of the greater Carthage, Missouri, metropolitan area. Please write a brief statement as to

how this requested grant to your organization will meet these purposes. If you need additional space, you may write on the back or attach a statement to this form.

A community's residents are often only as healthy as the city they live in, and Carthage isn't currently a very healthy one. Diabetes & cardiovascular disease are 2 of our top health priorities & these conditions are influenced by the prevalence of obesity. Obesity is impacted by unhealthy lifestyles & the lack of available healthy options for our residents. The population is growing, largely in the Hispanic population, currently more than 27%. Our Jasper Co. has per capita income rates lower than the state & this gap between state and local area is increasing. Our School District has 66% of students on free/reduced lunch. 300 students receive weekend backpack meals. These statistics highlight nourishment needs for many of children, but also raises concern about the nutrition of food they receive in school and at home. Statistically, the Hispanic population is more overweight in both adults & children. 32.5% of Jasper Co. residents are reported as overweight; 27.8% reported obese. Residents also reported less leisure-time physical activity and overall fair/poor general health status. There is a lack of healthy eating options, the majority of our restaurants are fast & fried food. The community's Farmers Market has just 2 booths & one of those is kettle corn. The City has made some recent improvements such as new bike lanes, sidewalk connectivity & park lighting, however features such as the bike lanes go largely unused. Carthage shares its health department with Jasper County & does not have a dedicated health official for the city. The Community Health Collaborative is made up of largely Joplin area organizations. County efforts typically don't take root in Carthage. Carthage needs to "own" an effort for it to be effective in the community. Carthage would benefit from its own Community Health Coordinator to champion the health of our community & its residents, as well as work in conjunction with area health entities to affect our obesity statistics & redesign our city into a healthier one for this and future generations.

9. What are the sources of funds your organization relies upon to achieve its goals? You need not list individual donors by name. Also, please provide a balance sheet and income statement for your organization.

Carthage Community Foundation applied on behalf of our community for the Rural Ozarks Health Initiative Grant through Community Foundation of the Ozarks & Missouri Foundation for Health. We just received notification that Carthage was selected. This exciting health grant for our community provides \$50,000 per year for 3 years (\$150,000 total grant); however, it must be matched 1:1. The total budget for this 3-year health initiative for Carthage, including matches, is \$300,000.

10. Please list the name, address, and phone number of the presiding officer of your organization.

Chuck Bryant

Carthage Community Foundation Board President & Carthage Water & Electric General Manager

627 W. Centennial Avenue

Carthage, MO 64836

417-237-7333

11. Please list the names, addresses, and phone numbers of four (4) officers or members of your organization, other than your presiding officer, who will be available to the Trust, or Trust's appointee, for the purpose of interviews about the organization and for the purpose of being a source of information about your organization.

1. Bill Putnam, Carthage Community Foundation Founding Member & Advisory Board Member, 624 Belle Air Place, Carthage, MO 64836. 417-358-3369

2. Stan Schmidt, Carthage Community Foundation Current Board Member & Past President, 740 Belle Air Place, Carthage, MO 64836. 417-793-4678

3. Alice Wingo, Community Foundation of the Ozarks VP of Affiliates, PO Box 8960, Springfield, MO 65801. 417-359-5534

4. Brian Fogle, Community Foundation of the Ozarks President, PO Box 8960, Springfield, MO 65801. 417-359-5534

12. Please identify an individual for follow up contact to review effectiveness of the grant, if different from above.

Heather Collier, Carthage Community Foundation Coordinator, 221 W. 4th Street, Suite 1A, Carthage, MO 64836. 417-359-5534

Completed Affidavit must be included with application for consideration!

501(c) (3) VERIFICATION AFFIDAVIT

The undersigned, a duly appointed officer of **Carthage Community Foundation**, (hereinafter referred to as the "Organization") hereby certifies that, as of the date shown below, the Organization is operating as an exempt organization as described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, that said Organization has provided to the McCune Brooks Regional Hospital Trust a copy of its letter from the Internal Revenue Service informing the Organization of the determination of its exempt status, and that the Organization has not in the past year lost or relinquished its exemption status for any reason. Dated this **7th** day of **December**, 2017.

Carthage Community Foundation

(Name of Organization)

BY:



Signature

Chuck Bryant, Board President

Typed Name and Title

Submit this completed application to:

McCune Brooks Regional Hospital Trust

c/o Schmidt and Associates

2530 Grand, Suite C

Carthage, MO 64836

Requests will be reviewed at the next scheduled meeting of the Trustee.

RESOLUTION NO. 1820

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 grant/donation in the amount of:

Ten Thousand Dollars and No Cents (\$10,000.00) from the Kent D. Steadley and Mary L. Steadley Memorial Trust for design of a Golf Course Clubhouse, including landscape architecture, with a Community Room, and "Safe Room" for the Carthage Golf Course.

PASSED AND APPROVED THIS _____ DAY OF _____, 2017.

J. Michael Harris, Mayor

ATTEST:

Traci Cox, City Clerk

Sponsored by: 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.

The estimated cost of \$10,000 will secure the services of a professional architect or engineer to develop a design plan for a new clubhouse at the golf course to address course operations; golf car storage, maintenance issues; and meeting space planning. Additional costs may arise if any construction results from the design.

MINUTES
STANDING
COMMITTEES

BUDGET WAYS & MEANS COMMITTEE
MONDAY, DECEMBER 11, 2017 6:00 P.M.
CITY HALL COUNCIL CHAMBERS

MEMBERS PRESENT: Dan Rife, Darren Collier, and Juan Topete. Tim Shields was absent.

OTHERS PRESENT: Mayor Mike Harris, City Administrator Tom Short, City Clerk Traci Cox, Fire Chief Roger Williams, Ceri Otero and Amon Henady.

Chairman Rife called the meeting to order at 5:30 P.M.

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

OLD BUSINESS

Consideration and approval of minutes from previous meeting. Mr. Topete made a motion to accept the minutes of the November 13 meeting. Motion approved 3-0.

NEW BUSINESS

1. **Consider and discuss proposals for an IPOffice networked telephone system for the City of Carthage.**

“Proposals were opened November 30, 2017 for the networked phone system. Amon Henady, our IT Tech, will be at the meeting to discuss his recommendation to reject the proposals, change the requirements to allow for ‘cloud’ solutions, and have vendors submit proposals again to address our phone needs.”

Mr. Short noted bids were opened on November 30 with six bids received and only two bids qualified but were over budget. Amon Henady explained he had learned of a “Cloud” solution during the bid process where all maintenance and updates are handled by the company and information would be stored in the “Cloud”. Mr. Henady felt this would better suit the needs of the City. Mr. Collier made a motion to reject the bids received and issue a new RFP for the telephone system with “Cloud” usage. Motion approved 3-0.

2. **Consider and discuss an Ordinance Amending the 2017 - 2018 Annual Operating and Capital Budget for the City of Carthage.**

*“This adjustment impacts three different funds, and also incorporates the two previous adjustment Resolutions approved by the Committee and Council in the General Fund and the Civic Enhancement Fund which are in sections I and III of the CB respectively. The individual funds requested for adjustment are: the General Fund, Capital Improvements Fund, and the Civic Enhancement Fund. In the **General Fund**, the adjustment includes the previous Resolution which appropriated \$7,000 to add to the \$3,000 for a total of \$10,000 for contract engineers to prepare a plan for industrial/economic development; and up to \$2,500 for replacing the current two customer windows at City Hall with one large tempered glass window with two*

workstations for improved customer service. In the **Capital Improvement Fund** we are requesting a re-allocation of the existing \$560,365 plus a supplemental appropriation of \$100,000 (from the unallocated and undesignated fund balance) to the Fire Station No. 2 project; and a supplemental appropriation of up to \$118,800 to the River & Fairview Intersection project based on the bid amount, from the unallocated and undesignated fund balance; The **Civic Enhancement Fund** would include the supplemental appropriation of up to \$3,500 to the Capital Outlay line item for the retrofitting of automatic doors at the Over – Sixty Center from supplemental revenues received from a donation of \$3,500 which was approved by Resolution earlier this fiscal year. The project has been completed as of the date of this memo. We plan on discussing these further at the meeting.”

Mr. Short reviewed the adjustments noting the anticipated cost of the Fairview Intersection project was \$447,883. MoDOT has informed the City that the roundabout at Fairlawn and Garrison will not be funded until November 2018 and funds budgeted for this project could be re-appropriated. Mr. Short estimated approximately \$1,000,000 would be carried over to help fund the 5 year Capital Program for the next fiscal year. Mr. Topete moved to recommend the budget adjustment as outlined. Motion approved 3-0.

STAFF REPORTS

“The monthly Sales Tax numbers for December came in this week. The Sales Tax Report is included in this packet. Generally, taxes for the 1% portion came in 29.65% (\$56,621) more than the same time last November. Year-to-date numbers are now approximately 3.38% higher than last fiscal year. This amounts to about \$38,055 for our year-to-date totals. The projected amounts for the fiscal year are still down about 3.23% from where they were anticipated to be. As we just received the report, we do not have an explanation for the differences but are glad to see the change. Also included is the November All Funds Summary report which we will go over at the meeting. We plan to discuss any concerns at the meeting.”

Mr. Short discussed current year-to-date sales tax revenues. Sales tax revenue declines can be partially contributed to Department of Revenue software issues. Current sales tax revenues are more in line and staff will continue to monitor. Budget statements were reviewed. General revenues are trending slightly lower due mainly to sales tax revenues. The budget calendar for the FY 2018-2019 was also reviewed.

ADJOURNMENT: The meeting adjourned at 6:00 PM on motion by Mr. Topete. Motion carried 3-0.

Respectfully Submitted,
Traci Cox

**COMMITTEE ON INSURANCE/AUDIT AND CLAIMS
TUESDAY DECEMBER 12, 2017
CITY HALL COUNCIL CHAMBERS**

COMMITTEE MEMBERS PRESENT: Jason Shelfer, David Armstrong, Ceri Otero and James Harrison.

OTHER COUNCIL MEMBERS:

OTHERS PRESENT: City Administrator Tom Short and City Clerk Traci Cox

Chairman Jason Shelfer called the meeting to order at 4:45 P.M.

OLD BUSINESS:

Approval of minutes from previous meeting: On a motion by Mr. Armstrong, the minutes of the November 28, 2017 meeting were approved 4-0.

Review and approval of the Claims Report: The Committee discussed items regarding the Claims Report before it was approved 4-0 on a motion by Ms. Otero.

NEW BUSINESS:

Staff Reports:

Mr. Short reported the doors at the Over Sixty Center had been installed. Bids for the new phone system are being rejected to allow for better "Cloud" options.

Mr. Shelfer requested the process for determining ballot order on the first day of election filing be reviewed. He stated the county used a lottery system and felt that would be more suitable. Mr. Short stated he and the City Clerk could look into systems used by other cities.

ADJOURNMENT: Mr. Armstrong made a motion to adjourn the meeting. Motion carried 4-0 and meeting adjourned at 5:11 PM.

Traci Cox
City Clerk

City of Carthage



Public Safety Committee – Minutes

Meeting Date: December 18, 2017

Meeting Location: Carthage Fire Department

Call to Order: Chairman Collier

Time Called to Order: 5:30pm

Attendance:

Chairman Collier

Councilman Rife

Councilman Shelfer

Chief Dagnan

Chief Williams

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 Council was given the Drug and Alcohol Policy Addendum to review before the meeting. This is a Federal DOT standard that only affects the taxi drivers. With this addendum the taxi drivers will now be tested for hydrocodone and oxycodone. The addendum will make us Federal compliant which is needed in order to have a taxi program. This resolution will be adopted January 1, 2018. Councilman Rife made a motion to move the change on the Drug and Alcohol Policy to full council. Motion passed.
2. Staff Reports
 - a. Fire Department
 - i. Chief Williams discussed that the Carthage Fire Department was still short staffed and is working on getting these positions filled.
 - ii. Chief Williams will be going to St. Louis on 12-19-17 to pick up the new command vehicle.
 - iii. Chief Williams spoke with committee on the ISO ratings. Chief spoke with the ISO local representative last week and they will be looking and discussing more in detail after the first of the year.
 - iv. Chief Williams showed the council a photo of a fire station that is similar to that of Station 2 that will be built. Councilman Shelfer asked that Chief Williams bring this picture to next council meeting.

CLOSING STATEMENTS

There were no closing statements.

ADJOURNMENT

Councilman Shelfer made a motion to adjourn. Motion was approved.

Next Meeting Date: January 15, 2018

Next Meeting Location: Carthage Police 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

January 4, 2018
Park Department Office
521 Robert Ellis Young Drive

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

Staff Present; Tom Short, Mark Peterson and Alan Bull.

Non-Members Present; Ceri Otero and John Hacker.

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

Mr. Topete moved to approve minutes from the December 4, 2017 meeting. Motion carried.

Public participation

NONE

Old Business:

NONE

NEW BUSINESS:

1. Consider and discuss possible lease agreement for use of the driving range- Mr. Bull reported he had received a renewal agreement from Mr. Detert for use of the driving range. Mr. Bull explained that there was an increase of \$1,700 this year. The Committee discussed possibly negotiating a purchase of the property and how that could be accomplished. There was also discussion on whether Mr. Detert would continue to raise the rental price every year. Mr. Bull and Mr. Peterson both felt that wouldn't happen but couldn't guarantee it. Mr. Bull presented the income from the range for the first half of this fiscal year and the three previous years. Mr. Peterson discussed how the range helped the course by providing a practice facility for our golfers and gave us the ability to host district and sectional tournaments for the school.

Mr. Daugherty moved to recommend to Council accepting the lease agreement from Dennis and Carolyn Detert for use of the driving range for one year in the amount of \$6,500.00. Motion carried.

2. Consider and discuss possible changes to Baugh Diversified Industries, INC. contract- Mr.

Bull reported Mr. Baugh had looked at the restrooms in Central and at the fair barn area. He has sent estimates for both which include prevailing wage. Mr. Bull stated the funds for Central were in a capital item this year for restroom renovation. But there are no funds for the fair barn area in the City budget. But the Fair Board has \$2,500 that they planned on using for the floor. Mr. Bull reported the Fair Board would meet in the near future and deciding how they wanted to proceed, either donate the funds to the City or pay the flooring company directly. Mr. Short stated this would just be added to the current contract the company has for the Memorial Hall floor. After questions from the Committee on the need for a motion Mr. Short stated he felt we didn't need one at this time.

3. Consider and discuss skating rink lease agreement- Mr. Bull reported the agreement presented was for leasing the rink to the same person who had been running the rink for many years. Mr. Bull pointed out he hadn't received a single complaint last year about the rink and recommended approval of the lease.

Mr. Daugherty moved to recommend to Council accepting the lease agreement for use of the skating rink by Pam Graff for one year in the amount of \$3,600.00. Motion carried.

4. Consider and discuss Steadley Grant to be used for club house design- Mr. Bull reported that a request for grant funding had been approved for \$10,000 in order to fund a design and site study for a possible club house. This grant was from the Steadley Trust. Mr. Bull stated the Trust was not guaranteeing fund for construction of a club house but wanted a study for future reference in case funds ever became available. Mr. Short handed out a copy of a resolution that would be forwarded to Council accepting the funds.

Mr. Daugherty moved to recommend to Council accepting a grant of \$10,000.00 from the Steadley Trust to be used for golf club house design and site planning. Motion carried.

5. Consider and discuss possible capital items for 2018-2019- Mr. Bull reported he had included a list of items for the Committee but it wasn't a complete list by any means. Mr. Bull explained that due to the holidays and supervisors taking vacation he was unable to have a complete list. Furthermore, the department heads won't receive their capital packet until next week after the Budget Committee meeting. Mr. Bull felt that the Committee would be better served by waiting until the February meeting to discuss the anticipated capital requests.

Mr. Daugherty moved to table this item until the February meeting. Motion carried.

STAFF REPORTS

Park Administrator-Alan Bull

Mr. Bull reported the installation of the new lights at Central would begin in the next two weeks.

Water and Electric projected all the work to be completed by March first. This project also includes installation of more than a dozen in ground vaults to supply temporary power for Food Truck Fridays and all other events taking place in the park.

Mr. Bull reported that the renovation of the restrooms in Central park was approximately half complete. This included new lighting, new fixtures, new steel door frames and doors, new paint and when it warms a new epoxy floor. Along with this project there is a simultaneous project involving new lighting at the bandstand in Central. Mr. Bull reported the yellow looking lights had been replaced with new LED lights.

Mr. Bull also reported the roofing crew would have the cattle barn roof replaced by the end of the week and would start on the Chitwood pavilion next week. Once that was finished they would be doing the concession stand/restroom.

City Administrator-Tom Short

Mr. Short reported the company hired to remove the asbestos tile from the floor of Memorial Hall was just about finished. The company doing the epoxy floor would be coming in the week to get the finish installed.

Mr. Short also stated the main heating unit in the basement of Memorial Hall went out last weekend. It was scheduled to be repaired Friday and hopefully there wouldn't be any frozen lines or other problems.

Mr. Short reported on the monthly revenue from the course. The course was down on revenue for this month once again. Rounds seemed to be better than normal, they are at 2.6% above projections but revenue is down for the year by almost 15%. Mr. Peterson talked again about the decline in golf and what he was doing to help increase revenue for the course.

Mr. Beckham asks about several capital items he would like to see in the coming year. One of these, that he has been asked about several times, is a splash pad for Central park. The Committee discussed this and a possibility of a new aquatic center.

Mr. Daugherty moved for adjournment. Motion carried.

Meeting adjourned at 6:35 P.M.

***MINUTES
SPECIAL
COMMITTEES
AND BOARDS***

Carthage Chamber of Commerce Board of Directors

Thursday, October 26 at 7:30 a.m.

Members present:

Steve Willis
Roy Mason
Susan Wendleton
Kenney Arnold
Paul Eckels
Tina Hallmark
Rodney Hinds
Elizabeth Simmons

Members absent:

Brian Schmidt
Robert Goar
Dr. Jon Haffner

Staff present:

Mark Elliff
Mary Jo Little
Neely Myers

Liaisons/ex-officios

present:
Wendi Douglas, liaison

Liaisons/ex-officios

absent:
Jim Benton, liaison
Chuck Bryant, ex-officio
Tom Flanigan, ex-officio
Tom Short, ex-officio
Jason Shelfer, liaison

Quorum being present, Board Chair Willis called the meeting to order at 7:30 a.m.

September minutes were presented for review. There being no corrections, Mason moved to approve the minutes, Simmons seconded the motion, and the motion carried unanimously.

September financial reports: Elliff asked if there were any questions regarding the financial summary. There being no questions, the reports were filed for audit.

Membership Report: Myers reviewed the written report in the Board packet, adding that September 30 membership was 430. 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 the Spotlight Sponsor had not yet committed for 2018; Willis agreed to pursue. There were no questions.

Emerging Leaders: Little reviewed the written report in the Board packet. There were no questions.

Maple Leaf: There were no questions regarding the written report in the Board packet. Willis added praise for the volunteer committee. Hallmark noted the absence of the Marching Cobras.

Marketing: Myers reviewed the written report in the Board packet. Mason updated that 54 of 73 Expo exhibitor spaces had sold, and Myers updated that Small Business Saturday had 10 sponsors. She added that the October "You Knock Our Socks Off" Award had been awarded to Boomers BBQ & Catering and that she was building a YouTube channel for the Chamber's event videos.

Public Policy: Elliff reported that a pre-session legislative roundtable would be scheduled. He added that Right to Work had been put on hold, pending a public vote in 2018.

CVB: Douglas reported a bus group and a civic group conference for October, with 2018 planning in the works. She added that wayfinding was awaiting MoDOT approval, with visible progress expected in Spring 2018.

Ministerial Alliance: No report

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

Chairman's report: Willis had nothing to report.

President's report: There were no questions regarding the written report in the Board packet. Elliff added that John Lenahan had accepted the appointment to fill the seat vacated by Sean Smith through 2018. Eckels moved to accept the appointment, Simmons seconded the motion, and the motion carried unanimously. Elliff noted that Manufacturing Day had been hosted at two Leggett & Platt branches including participation from Fairview Elementary students, and materials to repair the Chamber roof would be ordered and other exterior repairs would be bid.

City of Carthage: No report.

Jasper County: No report.

Old Business: Elliff review the Nominating Committee report in the Board packet. There were no questions. Members present discussed an ex-officio position to represent Education.

New Business: Elliff announced that the board's annual strategic planning meeting would be held during January's meeting, with the date, time, and location to be announced.

There being no additional reports and no further business, Hallmark moved to adjourn the meeting at 8:05 a.m., Mason seconded the motion, and the motion carried unanimously.

Upcoming events:

1. 10/26... Member of the Month presentation, 2 p.m.
2. 10/27... O'Brien Ready Mix ribbon cutting, 12 noon
3. 10/31... Treats on the Square, 3-5 p.m.
4. 11/3..... McCoy Cab ribbon cutting, 10 a.m.
5. 11/7..... Joplin Trails Coalition ribbon cutting, 1 p.m.
6. 11/9..... Hurricane Carwash ribbon cutting, 2 p.m.
7. 11/9..... Business After Hours w/Beimdiek at Cherry's, 5-6:30 p.m.
8. 11/15... Jordan CPA ribbon cutting, 10 a.m.
9. 11/25... Small Business Saturday

The next meeting of the board is scheduled for Thursday, November 16 at 7:30 a.m. at the Chamber.

Carthage Chamber of Commerce Board of Directors

Minutes of Electronic Vote Friday November 17, 2017

Members present:

Steve Willis

Roy Mason

Susan Wendleton

Kenney Arnold

Paul Eckels

Tina Hallmark

Rodney Hinds

Elizabeth Simmons

Brian Schmidt

Robert Goar

Dr. Jon Haffner

On 16 Nov 2017, at 10:25 AM, Mark J. Elliff, President and Secretary of the Carthage Chamber of Commerce emailed the following to the Board of Directors:

As we did not have a quorum at today's board meeting, we do need to take action on one item. At last month's meeting, we discussed the recommendation from the Nominating Committee that the current Officers for this year are nominated to serve another year in their respective positions. The bylaws state at the November regular meeting of the Board, the officers will be elected to serve beginning January 1st.

Per Chairman Willis, please vote on the following question which is now open and the voting will be closed at 3:00 p.m. on November 17, 2017. Please vote either "I vote yes" or "I vote no" and use Reply All.

The Nominating Committee moves that the following individuals be elected to their respective offices beginning January 1, 2018:

Steve Willis-Chair

Roy Mason-Vice Chair

Brian Schmidt-Treasurer

The electronic votes received were from all voting Directors and at 3:10 p.m. on Friday November 17, 2017 Mark J. Elliff, President and Secretary of the Carthage Chamber of Commerce emailed the following to the Board of Directors "The motion has passed. Minutes will be prepared and presented at the next board meeting. Thank you all."

Mark

The Carthage Public Library Board of Trustees Meeting Minutes – Nov 2017

The Carthage Public Library Board of Trustees met Tuesday, Nov 14, 2017 in the Carthage Public Library Board Room. The meeting was called to order at 5:15 pm by Peggy Ralston, President.

Roll Call

Board Members present were: Peggy Ralston, Kevin Johnson, Sandy Swingle, Carrie Campbell, Kelli Nugent and Kelly Hartley. Also present was Library Director Julie Yockey, Judy Welch and City Council liaison Ceri Otero. Board members Eric Putnam, Gary Cole and Justin Baucom were absent.

Minutes of Last Meeting

There were no changes to the minutes of the last regular meeting. A motion to approve the minutes of the regular session of Oct 10, 2017 was made by Kelli Nugent and seconded by Sandy Swingle. Motion passed unanimously.

Financial Report

Attached. Discussion included: (1) Library portion of sales tax revenue is down about 2%. (2) All insurance proceeds for roof damage have been received and deposited. (3) The Library won a recent appeal for unemployment benefits and will not have to pay. (4) Three employees have accepted the QSEHRA benefit offer. We had budgeted for five. Kelli Nugent moved to accept the October 2017 financial report. Carrie Campbell seconded. Motion passed unanimously.

Director's Progress and Service Report

(1) We lost one employee and hired back another previous employee. (2) Phone system is working great. The fire alarm has been converted over to TEC. The elevator will remain on a POTS line. (3) There have been several staff absences due to illness. (4) Missouri Secretary of State visit was canceled on short notice but will be rescheduled. (4) Grants for summer reading are complete. (5) Memorial gifts have been received recently from the Dunn and Johnson estates.

Youth Services Progress and Services Report

Attached.

President's Message

(1) Peggy commented how good it was to see Julie back and what an excellent job Judy did as Acting Director in her absence.

Council Liaison's Report

(1) Ceri reported it had been a busy month with Maple Leaf.

Committee Reports

Building Committee – (1) Judy Welch reported all the insurance proceeds for the roof damage have been received and the contracts have been signed. The premium will increase \$869.

Budget Committee – No report.

Community Relations – (1) Sandy Swingle reported a group was going to the Webb City Library to discuss getting a genealogy club started. They plan to make this visit in December.

The Carthage Public Library Board of Trustees Meeting Minutes – Nov 2017

By-Laws - No report.

Library Gardens – No report.

ADA Compliance – No report.

Communications – No report.

Unfinished Business

No report.

New Business

No report.

Payment of Bills

Peggy Ralston said she had reviewed the bills and they could be paid. Kelly Hartley made a motion to pay the bills. Carrie Campbell seconded. Motion passed unanimously.

Other New Business

No report.

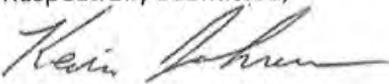
Closed Session

None.

Adjournment

Kelly Hartley made a motion to adjourn. Sandy Swingle seconded. Motion passed unanimously. Meeting was adjourned at 5:37 pm.

Respectfully submitted,



Kevin Johnson
Secretary-Treasurer



Carthage Police Dept.

310 W. 4th STREET
CARTHAGE, MISSOURI 64836

PHONE 417-237-7200

FAX 417-237-7205

EMERGENCY 9-1-1

"A LAWFUL SOCIETY IS A MATTER OF INDIVIDUAL RESPONSIBILITY."

Carthage Police/Fire Pension Meeting

December 26, 2017

Committee Members in attendance: David Myers, Jason Martin, Jeff Steffen, and Bill Hawkins.

Also in attendance were Traci Cox, Kristi Montague, and William Cashman.

The Police / Fire Pension Board are comprised of two citizens, Neel Baucom Chair who was absent, and Kristi Montague, and two members from the Police Department (Jeff Steffen and Bill Hawkins) along with two members from the Fire Department (David Myers and Jason Martin).

A Quorum was present.

- William Cashman, the portfolio manager gave a portfolio overview. As of 10/31/2017 the market value of the portfolio is \$7,161,273. This is up from \$6,641,906 the previous year at this time.
- Training was held after the meeting.

The meeting was adjourned.

Lt. Jeff Steffen

***AGENDAS
STANDING
COMMITTEES***

City of Carthage



NOTICE OF MEETING
Public Safety Committee – Agenda
Monday –December 18, 2017
5:30 p.m.
Carthage Fire Department
401 W Chestnut, Carthage MO 64836

TENTATIVE AGENDA

OLD BUSINESS

1. Consideration and approval of minutes from previous meeting.

NEW BUSINESS.

1. Consider and discuss Drug and Alcohol Policy Addendum
2. **Staff Reports.**
 - a) Fire Department
 - a. Station Report

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: _____

PUBLIC SERVICES COMMITTEE
THURSDAY JANUARY 4, 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 possible lease agreement for use of the driving range.
2. Consider and discuss possible changes to Baugh Diversified Industries, INC. contract.
3. Consider and discuss skating rink lease agreement.
4. Consider and discuss 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--

BUDGET WAYS & MEANS COMMITTEE

MONDAY, JANUARY 08, 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 proposals for an IOffice networked telephone system for the City of Carthage.
2. Consider and discuss Fiscal 2018 Mid-Year Budget Status Report.
3. Consider and discuss budget calendar for Fiscal year 2019.
4. Staff Reports.
5. Other Business.

ADJOURNMENT

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

POSTED: _____

BY: _____

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS

January 9, 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. Presentation by Rebecca Friedrich, CPA of the City of Carthage, Missouri Basic Financial Statements.
2. Staff Reports

Adjournment

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

Posted _____

***AGENDAS
SPECIAL
COMMITTEES
AND BOARDS***

John Bartosh
Presiding Commissioner

Tom Flanigan
Eastern District Commissioner

Darieux K. Adams
Western District Commissioner

JASPER COUNTY COMMISSION



302 S. Main ST
Carthage, MO 64836

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

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

COMMISSION AGENDA
DECEMBER 12, 2017
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 REPORT
8. UNFINISHED BUSINESS
9. NEW BUSINESS
 - ◊ **Approve Resolution for Stepping Up Initiative**
 - ◊ **Approve Bids for Collector's Depository**
 - ◊ **Appointments to the Domestic Violence Board**
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 DECEMBER 8, 2017 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
DECEMBER 19, 2017
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
 - ◊ **Jasper County Auditor-Budget Amendment-Transfer of Line Items**
7. COMMISSIONER'S REPORT
8. UNFINISHED BUSINESS
9. NEW BUSINESS
 - ◊ **Discuss Jasper/Newton County Hazardous Mitigation Plan Update**
 - ◊ **Appointments to the LEST Grant Board**
 - ◊ **Appointment to the Jasper County Sheltered Facilities Board Board**
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 DECEMBER 15, 2017 AT 4:00 P.M.

(RSMO 610.020)



Commerce • Community • Connection

Board of Directors Meeting
Thursday, December 21, 2017
7:30 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
8. President's Report
9. City of Carthage Report
10. Jasper County Report
11. Old Business
 - a. As needed
12. New Business
 - a. As needed

14. Upcoming calendar items
15. *Next Meeting & Annual Strategic Planning Meeting- Thursday, January 25, 2018*
16. Adjourn

POSTED: _____ BY: _____

2017 Board of Directors meetings total = 11

Steve Willis	10	Robert Goar	8	Ministerial Alliance	4
Roy Mason	8	Dr. Jon Haffner	9	CVB	3
Brian Schmidt	9	Tina Hallmark	9	Carthage City Council	4
Susan Wendleton	8	Rodney Hinds	7	CWEP	1
Kenney Arnold	7	Elizabeth Simmons	9	Jasper Co. Commission	2
Paul Eckels	8	Dr. Sean Smith	5	City of Carthage	0

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
DECEMBER 26, 2017
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 REPORT
8. UNFINISHED BUSINESS
9. NEW BUSINESS
 - ◊ **Award Bid for Crack Fill Material for the Jasper County Highway Department**
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 DECEMBER 21, 2017 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
JANUARY 2, 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
 - ♦ **Award Bid for Computer Network Vendor Contract for the Jasper County Sheriff.**
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 DECEMBER 29, 2017 AT 4:00 P.M.

(RSMO 610.020)

**TREE BOARD MEETING OF JANUARY 3, 2018 HAS BEEN
RESCHEDULED TO JANUARY 10, 2018**

CARTHAGE TREE BOARD

WEDNESDAY, JANUARY, 2018
5:15 P.M.

CARTHAGE PARK DEPARTMENT
MUNICIPAL PARK

TENTATIVE AGENDA

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: _____



CARTHAGE
PUBLIC LIBRARY

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

CARTHAGE PUBLIC LIBRARY BOARD OF TRUSTEES

Tuesday, January 9, 2018 5:15 p.m.

CARTHAGE PUBLIC LIBRARY BOARD ROOM
612 S. Garrison Ave.

AGENDA

Roll Call of Members

Minutes of the Last Meeting

Financial Report

- Auditor Rebecca Friedrich/2017 Audit Report

Director's Progress and Service Report

President's Message

Council Liaison's Report

Committee Reports

Building Committee

Budget Committee

Community Relations

By-Laws

Library Gardens

ADA Compliance

Communications

New Business

Payment of Bills

Adjournment

CITY OF CARTHAGE



Planning, Zoning, & Historic
Preservation Commission

Date: 01/15/18
Place: City Hall Chambers
326 Grant St.
Time: 5:15 pm

AGENDA

To Consider the following items:

Requested by: Eli Bruton

Purpose: Request for Annexation for property located at 534 W Fir Road.

Requested by: Eli Bruton

Purpose: Rezoning Request for property located at 534 W Fir Road. Request from 'A' First Dwelling to 'E' General Business. (Request is contingent upon Annexation ruling.)

Requested by: Chairman Harry Rogers

Purpose: Committee discussion regarding the Historic District (time permitting).

Requested by:

Purpose:

Requested by:

Purpose:

Commission Members:

Voting Members:	Chairman	Harry Rogers	1350 S Main St	417-358-4527
	Vice Chairman	Kara Hardesty	325 S Main	417-359-8182
	Secretary	Bill Barksdale	1314 S Garrison	417-388-2464
	Member	Eric Putnam	521 E Highland	417-388-2739
	Member	Abi Almandinger	1220 S Main	417-793-6589
	Member	Richard "Bud" Rogers	2122 S Main	417-438-4645
	Member	Jim Swatsenbarg	601 Howard	417-358-1690

Non-Voting Members:	Mayor	J. Michael Harris	City Hall	417-237-7003
	Councilmember	David Armstrong	1024 Oak	417-793-9811
	City Administrator	Tom Short	City Hall	417-237-7003

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

CORRESPONDENCE

CITY OF CARTHAGE
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2017

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>REVENUES</u>					
110-GENERAL REVENUE	8,587,691.00	890,951.36	3,734,445.71	43.49	4,853,245.29
121-PUBLIC HEALTH	170,800.00	17,822.59	81,262.84	47.58	89,537.16
122-LANDFILL CLOSURE	318,975.00	81.14	473.54	0.15	318,501.46
123-LODGING TAX	104,800.00	6,371.67	66,830.17	63.77	37,969.83
124-CIVIC ENHANCEMENT	0.00	5.84	3,533.41	0.00 (3,533.41)
125-STORMWATER	0.00	0.74	4.34	0.00 (4.34)
126-PUBLIC SAFETY GRANT	0.00	0.00	0.00	0.00	0.00
127-CDBG	0.00	0.00	0.00	0.00	0.00
128-PARKS/STM WTR	1,138,106.00	143,675.59	590,005.98	51.84	548,100.02
129-TIF & CID SPECIAL TAX	12,030.00	2.71	15.83	0.13	12,014.17
130-INMATE SECURITY FUND	3,500.00	349.11	2,097.83	59.94	1,402.17
131-FIRE PROTECTION TAX	555,796.00	71,644.09	294,561.46	53.00	261,234.54
141-FAIR ACRES SPORTS COM	0.00	0.00	0.00	0.00	0.00
142-GOLF COURSE	549,050.00	12,829.51	229,429.90	41.79	319,620.10
161-CAPITAL IMPROVEMENTS	1,962,146.94	144,387.08	1,429,745.38	72.87	532,401.56
162-PARKS & RECREATION	185,550.00	25,215.59	28,136.14	15.16	157,413.86
163-MYERS PARK	250.00	47.47	241,446.88	6,578.75 (241,196.88)
164-JUDICIAL EDUCATION FU	1,700.00	172.52	1,028.77	60.52	671.23
175-Public Fac/Bond Fund	0.00	340.96	1,989.84	0.00 (1,989.84)
221-ECONOMIC DEVELOPMENT	217,354.00	217,314.33	217,315.61	99.98	38.39
341-CW & EP	0.00	0.00	0.00	0.00	0.00
342-MCCUNE-BROOKS HOSPITA	0.00	0.00	0.00	0.00	0.00
343-LIBRARY OPERATING	0.00	74,437.54	465,887.96	0.00 (465,887.96)
344-LIBRARY BUILDING	0.00	0.00	0.00	0.00	0.00
345-POWERS MUSEUM	0.00	0.00	0.00	0.00	0.00
346-POWERS CAPITAL	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	13,807,748.94	1,605,649.84	7,388,211.59	53.51	6,419,537.35

} Unaudited Funds

CITY OF CARTHAGE
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: DECEMBER 31ST, 2017

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	% OF BUDGET	BUDGET BALANCE
<u>EXPENDITURES</u>					
110-GENERAL REVENUE	9,423,759.00	678,935.21	3,999,628.73	42.44	5,424,130.27
121-PUBLIC HEALTH	170,072.00	8,919.00	58,280.41	34.27	111,791.59
122-LANDFILL CLOSURE	927,635.00	0.00	0.00	0.00	927,635.00
123-LODGING TAX	102,000.00	8,669.33	50,335.98	49.35	51,664.02
124-CIVIC ENHANCEMENT	0.00	201.14	201.14	0.00	(201.14)
125-STORMWATER	0.00	0.00	0.00	0.00	0.00
126-PUBLIC SAFETY GRANT	0.00	0.00	0.00	0.00	0.00
127-CDBG	0.00	0.00	0.00	0.00	0.00
128-PARKS/STM WTR	1,404,895.00	142,995.86	435,976.85	31.03	968,918.15
129-TIF & CID SPECIAL TAX	0.00	0.00	0.00	0.00	0.00
130-INMATE SECURITY FUND	3,900.00	0.00	0.00	0.00	3,900.00
131-FIRE PROTECTION TAX	722,429.00	38,763.00	60,970.00	8.44	661,459.00
141-FAIR ACRES SPORTS COM	0.00	0.00	0.00	0.00	0.00
142-GOLF COURSE	580,801.00	54,400.44	305,653.90	52.63	275,147.10
161-CAPITAL IMPROVEMENTS	1,740,365.00	48,439.73	154,125.31	8.86	1,586,239.69
162-PARKS & RECREATION	184,000.00	0.00	0.00	0.00	184,000.00
163-MYERS PARK	320,000.00	0.00	0.00	0.00	320,000.00
164-JUDICIAL EDUCATION FU	1,700.00	0.00	168.16	9.89	1,531.84
175-Public Fac/Bond Fund	0.00	0.00	0.00	0.00	0.00
221-ECONOMIC DEVELOPMENT	217,314.00	215,814.00	215,814.00	99.31	1,500.00
341-CW & EP	0.00	0.00	0.00	0.00	0.00
342-MCCUNE-BROOKS HOSPITA	0.00	0.00	0.00	0.00	0.00
343-LIBRARY OPERATING	0.00	29,573.60	183,544.89	0.00	(183,544.89)
344-LIBRARY BUILDING	0.00	0.00	0.00	0.00	0.00
345-POWERS MUSEUM	0.00	0.00	0.00	0.00	0.00
346-POWERS CAPITAL	0.00	0.00	0.00	0.00	0.00
GRAND TOTAL EXPENDITURES	<u>15,798,870.00</u>	<u>1,226,711.31</u>	<u>5,464,699.37</u>	<u>34.59</u>	<u>10,334,170.63</u>
REVENUES OVER/ (UNDER) EXPENDITURES	(1,991,121.06)	378,938.53	1,923,512.22		(3,914,633.28)

Unaudited Funds

*** END OF REPORT ***

Summary of November 2017 Financial Report
Carthage Chamber of Commerce

The Carthage Chamber of Commerce finished the month of November with a net profit of \$42,780.08 compared to a budgeted amount of \$46,521.53 Year to date was \$95,103.99 compared to budget of \$37,187.53 Some of the highlights for November are as follows:

1. Income was \$68,237.62 compared to budget of \$67,636.17. The following are the reasons for the increase.
 - (a) Membership dues was \$1,087 above budget
 - (b) Christmas Open House was (\$450) below budget
2. Expenses were \$25,457.54 compared to budget of \$21,114.64. The following are the reasons for the increase.
 - (a) Advertising and Publicity were (\$285) below budget
 - (b) Awards and Prizes were \$490 above budget due to timing of Athena Award
 - (c) Health Insurance premiums increased 21% this year. Budgeted amount was based on a 20% increase beginning in December
 - (d) Maple Leaf Expense was \$1040 over budget for the month, however there was substantial income overall which offset this year to date
 - (e) Office Supplies was \$235 over budget do to anti-virus protection and annual Outlook cost of renewal, based on timing
 - (f) Postage cost was \$250 under budget
 - (g) Write Off's were \$1879 which were not budgeted this year as this is a new item. In the past, income had been lowered on non-payment
3. The above also carried over to the Year to Date bottom line. 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 November 30, 2017

	Nov 30, 17
ASSETS	
Current Assets	
Checking/Savings	
General Checking	56,440.16
Maple Leaf Equity	30,745.56
Money Market	119,517.29
Petty Cash	200.00
Total Checking/Savings	206,903.01
Accounts Receivable	
1200 · Accounts Receivable	52,922.30
Total Accounts Receivable	52,922.30
Other Current Assets	
Prepaid Insurance - Business	5,355.17
1499 · Undeposited Funds	36.00
Total Other Current Assets	5,391.17
Total Current Assets	265,216.48
Fixed Assets	
Accumulated Depreciation	-88,772.89
Building	222,745.00
Building Improvements	12,795.41
Land	28,000.00
Office Equipment	16,301.39
Total Fixed Assets	191,068.91
TOTAL ASSETS	456,285.39
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	1,757.61
Total Accounts Payable	1,757.61
Other Current Liabilities	
Accrued PTO	2,196.10
2100 · Payroll Liabilities	3,116.57
Total Other Current Liabilities	5,312.67
Total Current Liabilities	7,070.28
Long Term Liabilities	
UMB Building Loan	93,935.93
Total Long Term Liabilities	93,935.93
Total Liabilities	101,006.21
Equity	
3900 · Retained Earnings	260,175.19
Net Income	95,103.99
Total Equity	355,279.18
TOTAL LIABILITIES & EQUITY	456,285.39

Profit & Loss

November 2017

	<u>Nov 17</u>
Ordinary Income/Expense	
Income	
Economic Development contract	9,310.00
Interest incomes	47.71
Maple Leaf income	126.82
Membership dues	
New member	890.00
Renewal	56,358.30
Total Membership dues	57,248.30
Postage	88.04
Registration fees	
Christmas open house	550.00
Total Registration fees	550.00
Sponsorships	
Business After Hours	275.00
Newsletter	98.75
Sponsorships - Other	83.00
Total Sponsorships	456.75
Tenant Agreement	410.00
Total Income	68,237.62
Gross Profit	68,237.62
Expense	
Advertising & publicity	324.95
Awards & prizes	500.00
Bank & credit card fees	56.43
Car allowance	200.00
Depreciation Expense	667.01
Dues & subscriptions	391.60
Equipment lease	217.65
Insurance - health	2,707.56
Interest expense	291.19
Internet & website	639.95
Maple Leaf expense	3,884.02
Meals & entertainment	269.20
Mileage	75.38
Office supplies	
Office equipment	367.49
Office supplies - Other	88.80
Total Office supplies	456.29
Printing	221.56
Repairs & maintenance	552.57
Salaries & wages	
Payroll taxes	727.16
Salaries & wages - Other	10,518.92
Total Salaries & wages	11,246.08
Utilities	877.10
Write Offs	1,879.00
Total Expense	25,457.54
Net Ordinary Income	42,780.08
Net Income	<u>42,780.08</u>

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

	Jul - Nov 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	46,550.00	46,550.00	0.00	100.0%
Interest incomes	256.05	116.89	139.16	219.1%
Maple Leaf income	53,302.21	45,624.96	7,677.25	116.8%
Membership dues				
New member	4,520.00	2,083.38	2,436.62	217.0%
Renewal	68,412.90	66,142.40	2,270.50	103.4%
Total Membership dues	72,932.90	68,225.78	4,707.12	106.9%
Miscellaneous Income	1,181.00	73.00	1,108.00	1,617.8%
Postage	88.04	217.82	-129.78	40.4%
Printing & copying	0.00	125.69	-125.69	0.0%
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	0.00	0.00	0.00	0.0%
Registration fees - Other	1,360.00	989.00	371.00	137.5%
Total Registration fees	6,339.00	6,584.00	-245.00	96.3%
Sponsorships				
Annual Banquet Sponsorship	0.00	0.00	0.00	0.0%
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	0.00	300.00	-300.00	0.0%
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	493.75	493.75	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	9,068.23	9,428.75	-360.52	96.2%
Tenant Agreement	2,050.00	2,050.00	0.00	100.0%
Total Income	191,767.43	178,996.89	12,770.54	107.1%
Gross Profit	191,767.43	178,996.89	12,770.54	107.1%
Expense				
Advertising & publicity				
Signs	250.00	320.00	-70.00	78.1%
Advertising & publicity - Other	1,313.60	2,401.13	-1,087.53	54.7%
Total Advertising & publicity	1,563.60	2,721.13	-1,157.53	57.5%
Awards & prizes				
Flight prizes	1,800.00	2,400.00	-600.00	75.0%
Awards & prizes - Other	1,452.91	1,412.00	40.91	102.9%
Total Awards & prizes	3,252.91	3,812.00	-559.09	85.3%

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

	Jul - Nov 17	Budget	\$ Over Budget	% of Budget
Bank & credit card fees				
Equipment Fees	200.00			
Bank & credit card fees - Other	161.19	188.16	-26.97	85.7%
Total Bank & credit card fees	361.19	188.16	173.03	192.0%
Car allowance	1,000.00	1,000.00	0.00	100.0%
Complimentary sponsorship	0.00	0.00	0.00	0.0%
Contract services	1,315.00	320.00	995.00	410.9%
Depreciation Expense	3,335.05	3,333.38	1.67	100.1%
Dues & subscriptions	1,520.54	2,000.00	-479.46	76.0%
Equipment lease	1,310.73	1,283.38	27.35	102.1%
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	5.95	0.00	5.95	100.0%
Dinners	141.59	182.15	-40.56	77.7%
Lunches	422.70	925.38	-502.68	45.7%
Teacher luncheon	364.59	300.00	64.59	121.5%
Food & drinks - Other	11.42	0.00	11.42	100.0%
Total Food & drinks	1,027.67	1,513.76	-486.09	67.9%
Insurance - business	-911.75	0.00	-911.75	100.0%
Insurance - health	6,383.71	6,966.69	-582.98	91.6%
Interest expense	1,515.87	1,958.38	-442.51	77.4%
Internet & website	1,099.70	833.38	266.32	132.0%
Maple Leaf expense	30,265.15	38,335.93	-8,070.78	78.9%
Meals & entertainment	1,094.47	1,460.76	-366.29	74.9%
Mileage	765.74	437.57	328.17	175.0%
Miscellaneous expense	1,045.00	426.91	618.09	244.8%
Office supplies				
Office equipment	1,633.85	416.76	1,217.09	392.0%
Office supplies - Other	578.91	459.21	119.70	126.1%
Total Office supplies	2,212.76	875.97	1,336.79	252.6%
Postage & delivery	500.00	1,250.00	-750.00	40.0%
Printing				
Member plaques	0.00	0.00	0.00	0.0%
Printing - Other	666.55	1,885.25	-1,218.70	35.4%
Total Printing	666.55	1,885.25	-1,218.70	35.4%
Professional fees	150.00	2,375.00	-2,225.00	6.3%
Repairs & maintenance	-30,025.49	1,500.00	-31,525.49	-2,001.7%
Salaries & wages				
Employer retirement contributio	1,262.27	1,226.50	35.77	102.9%
Payroll taxes	2,592.62	4,757.57	-2,164.95	54.5%
Salaries & wages - Other	47,911.90	52,250.88	-4,338.98	91.7%
Total Salaries & wages	51,766.79	58,234.95	-6,468.16	88.9%
Scholarships	1,000.00			
Seminars & conferences	1,078.00	450.00	628.00	239.6%
Taxes & licenses	120.28	55.00	65.28	218.7%

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

	<u>Jul - Nov 17</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Travel				
Airfare	529.60	0.00	529.60	100.0%
Lodging	339.02	333.38	5.64	101.7%
Travel - Other	0.00	208.38	-208.38	0.0%
Total Travel	868.62	541.76	326.86	160.3%
Utilities	4,145.60	4,000.00	145.60	103.6%
Write Offs	4,287.75			
Total Expense	96,663.44	141,809.36	-45,145.92	68.2%
Net Ordinary Income	95,103.99	37,187.53	57,916.46	255.7%
Net Income	95,103.99	37,187.53	57,916.46	255.7%

CHAMBER OF COMMERCE, INC.

CARTHAGE, MISSOURI

**FINANCIAL STATEMENTS and
Independent Accountant's Review Report**

JUNE 30, 2017

TABLE OF CONTENTS

INDEPENDENT ACCOUNTANT'S REVIEW REPORT	1
FINANCIAL STATEMENTS	
Statement of Financial Position	2
Statement of Activities	3
Statement of Cash Flows	4
Notes to the Financial Statements	5-7

TAYLOR GREEN PC

602 W. McCord Street
PO Box 150
Neosho, MO 64850

A Certified Public Accounting Firm

Phone: (417) 451-3036
Fax: (417) 451-3037

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Directors of
Chamber of Commerce, Inc.

We have reviewed the accompanying financial statements of the Chamber of Commerce, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2017, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

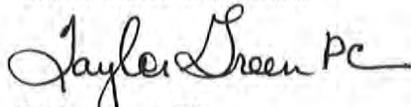
Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.



Taylor Green PC
Neosho, Missouri

November 8, 2017

CHAMBER OF COMMERCE, INC.
 STATEMENT OF FINANCIAL POSITION
 JUNE 30, 2017

	<u>2017</u>
ASSETS	
Current Assets	
Cash and Cash Equivalents	\$ 153,234
Accounts Receivable	11,775
Prepaid Expenses	<u>5,355</u>
Total Current Assets	<u>170,364</u>
Capital Assets	
Property and Equipment (Note C)	279,842
Accumulated Depreciation	<u>(85,438)</u>
Net Capital Assets	<u>194,404</u>
TOTAL ASSETS	<u>\$ 364,768</u>
LIABILITIES	
Current Liabilities	
Accounts Payable	\$ -
Payroll Liabilities	3,862
Accrued Wages	2,196
Current Portion-Note Payable (Note G)	<u>98,652</u>
Total Current Liabilities	<u>104,710</u>
TOTAL LIABILITIES	<u>104,710</u>
NET ASSETS	
Unrestricted	260,058
TOTAL NET ASSETS	<u>260,058</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 364,768</u>

See accompanying notes.

CHAMBER OF COMMERCE, INC.
 STATEMENT OF ACTIVITIES
 FOR THE YEAR ENDED JUNE 30, 2017

	<u>2017</u>
UNRESTRICTED NET ASSETS	
Increases in Unrestricted Net Assets	
Revenues:	
Program services	
Membership dues	\$ 98,826
Chamber activities	73,344
Maple Leaf	77,162
Economic Development	111,720
Other Income:	
Interest income	378
Rental income	4,920
Other income	4,975
TOTAL INCREASES IN UNRESTRICTED NET ASSETS	<u>371,325</u>
Expenses	
Program services	
Chamber activities	41,084
Maple Leaf	63,401
Economic Development	108,505
TOTAL PROGRAM SERVICES	<u>212,990</u>
Supporting services	
Management and general	135,714
TOTAL SUPPORTING SERVICES	<u>135,714</u>
TOTAL DECREASES IN UNRESTRICTED NET ASSETS	<u>348,704</u>
NET INCREASE/(DECREASE) IN UNRESTRICTED NET ASSETS	22,621
NET ASSETS AT BEGINNING OF YEAR	237,437
NET ASSETS AT END OF YEAR	<u>\$ 260,058</u>

See accompanying notes.

CHAMBER OF COMMERCE, INC.
 STATEMENT OF CASH FLOWS
 FOR THE YEAR ENDED JUNE 30, 2017

	<u>2017</u>
CASH FLOWS FROM OPERATING ACTIVITIES	
Increase/ (Decrease) in net assets	\$ 22,621
Adjustments to reconcile increase (decrease) in net assets to net cash provided by operating activities:	
Depreciation	11,408
(Increase) decrease in operating assets	
Accounts receivable	216
Other assets	1,111
Increase (decrease) in operating liabilities	
Accounts payable	(195)
Accrued liabilities	(613)
	<u>34,548</u>
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	34,548
CASH FLOWS FROM INVESTING ACTIVITIES	
Purchase of capital assets	-
NET CASH PROVIDED (USED) BY INVESTING ACTIVITIES	<u>-</u>
CASH FLOWS FROM FINANCING ACTIVITIES	
Reduction in notes payable	(11,041)
Reduction in lease payable	(959)
	<u>(12,000)</u>
NET CASH PROVIDED (USED) BY FINANCING ACTIVITIES	(12,000)
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	22,548
BEGINNING CASH AND CASH EQUIVALENTS	130,686
ENDING CASH AND CASH EQUIVALENTS	<u>\$ 153,234</u>
INTEREST PAID	<u>\$ 3,914</u>

See accompanying notes.

CHAMBER OF COMMERCE, INC.
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2017

NOTE A – NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Activities

Chamber of Commerce, Inc. (the "Chamber") is a not-for-profit organization founded to encourage the retail, industrial and commercial development of Carthage, Missouri.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Property and Equipment

The Organization follows the practice of capitalizing purchased property and equipment with a cost over \$250 and an estimated life of one year or more at cost; the fair value of donated assets is similarly capitalized. Depreciation is calculated on the straight-line method over the estimated useful lives of the respective assets. When assets are retired or otherwise disposed of, the cost and related accumulated depreciation are removed from the accounts and any resulting gain or loss is reflected in income for the period. The cost of maintenance and repairs is charged to expense as incurred. Significant capital renewals and betterments are capitalized.

Basis of Presentation

The accounting policies of Chamber of Commerce, Inc. conform to generally accepted accounting principles and have been consistently applied in the preparation of the financial statements.

Income Taxes

The Organization is a not-for-profit organization that is exempt from income taxes under Section 501(c)(6) of the Internal Revenue Code and classified by the Internal Revenue Service as other than a private foundation. The tax years of 2013-2015 remain subject to examination by major tax jurisdictions. As of June 30, 2017, the Organization was not aware of any uncertain tax positions and therefore no reserves were established to compensate for them.

Functional Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a program basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services.

Cash and Cash Equivalents

Cash and cash equivalents include all monies in banks and highly liquid investments with maturity dates of less than three months. The carrying value of cash and cash equivalents approximates fair value because of the short maturities of those financial instruments.

Contributions

Contributions and grants received are recorded as unrestricted, temporarily restricted, or permanently restricted support depending on the existence and/or nature of any donor restrictions.

CHAMBER OF COMMERCE, INC.
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2017

NOTE B – INTEREST INCOME

The following summarizes the interest income in the statement of activities:

2017 Interest Income	\$ 378
----------------------	--------

NOTE C – PROPERTY AND EQUIPMENT

Property and equipment at June 30, 2017 consisted of the following:

Land	\$ 28,000
Buildings	222,745
Building Improvements	12,796
Office Equipment	<u>16,301</u>
	279,842
Accumulated Depreciation	<u>(85,438)</u>
Net Property and Equipment	<u>\$ 194,404</u>

Total depreciation expense for the period ended June 30, 2017 was \$11,408.

NOTE D – CONCENTRATION OF RISK

Economic Development Services provided 30% of total revenue at June 30, 2017.

NOTE E – FAIR VALUE OF FINANCIAL INSTRUMENTS

Statement of Financial Accounting Standards No. 107, "Disclosure about Fair Value of Financial Instruments," requires disclosure of an estimate of fair value of certain financial instruments. The Organization's significant financial instruments are cash and accounts receivable. For these financial instruments, carrying values approximate fair value.

NOTE F – FAIR VALUE MEASUREMENTS

The Organization's assets and liabilities are reported at Level 1- fair value. SFAS No. 157, Fair Value Measurements, establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. This hierarchy consists of three broad levels:

Level 1: inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities and have the highest priority.

Level 2: inputs are quoted prices for similar assets and liabilities in active markets or inputs that are observable for the asset or liability, either directly or indirectly through market corroboration, for substantially the full term of the financial instrument.

Level 3: inputs are unobservable inputs based on the Organization's own assumptions used to measure assets and liabilities at fair value and have the lowest priority.

A financial asset or liability's classification within the hierarchy is determined based on the lowest level of input that is significant to the fair value measurement. The Organization uses appropriate

CHAMBER OF COMMERCE, INC.
 NOTES TO THE FINANCIAL STATEMENTS
 JUNE 30, 2017

valuation techniques based on the available inputs to measure the fair value of its assets and liabilities. When available, the Organization measures fair value using at least Level 2 inputs. Level 3 inputs were only used when Level 1 or Level 2 inputs were not available. There were no Level 2 or 3 inputs at June 30, 2017.

NOTE G – NOTES PAYABLE

A summary of notes payable as of June 30, 2017, is as follows:

Note payable to United Missouri Bank secured by a building and land, payable in monthly installments of \$1,246 including interest at 3.68%, due February 1, 2018.	\$ 98,652
Less portion considered current	<u>(98,652)</u>
Long-term Liabilities	\$ 0

Future maturities of long-term notes payable are as follows:

<u>Year</u>	<u>Amount</u>
2018	<u>\$ 98,652</u>
	<u>\$ 98,652</u>

NOTE H – OPERATING LEASES

The organization leases office equipment under operating leases with varying expirations with total annual lease payments of approximately \$2,806. Lease expense for office equipment was \$3,223 at June 30, 2017.

The minimum lease payments required under the above operating leases as of June 30, 2017 are as follows:

2018	\$2,806
2019	2,806
2020	2,806
2021	2,806
2022	<u>1,913</u>
Total	\$13,137

NOTE I – SUBSEQUENT EVENTS

The Organization has evaluated subsequent events through the Independent Auditor's Report date, the date which the financial statements were available to be issued.

Membership – With 5 new members (417 Janitorial Services, LLC, Scott Property Solutions, Serenity Keeper, Top Notch Tree and Lawn Care, and U.S. Cellular-Premiere Locations), and 5 dropped members (A-1 Carpet & Tile, Creative Glass, Hope Restored, QSI Sanitation, and The Palms Massage-Terri Johnson) we finished the month of September flat on members (-\$174) from October 2017 and up 25 members from the same month in 2016 (\$2938).

Ambassadors – Attendance was pretty good at Compassus' Mingle. 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 and Facebook followers have increased from 1704 to 1774 since the same week in October. A YouTube channel has gone live with videos to be added as available. 62 of 73 Expo/Home Show spaces are sold with 6 major sponsorships sold as well, adding a top-level Spotlight sponsors at \$750. Third proof of directory has been returned to Metro with delivery to be mid-January. Leads Group number continue to rise with member satisfaction rated as high.

Vision –Several grants for Restoration, Platt Park, and a flag pole for the Chamber are under way.

**Carthage Public Library
Balance Sheet - Cash basis
November 30, 2017**

Assets

	2018
Current Assets	
Cash in bank - treasurer's cash	\$ 813,196.01
Cash in bank - Simmons Bank	31,011.95
Cash on hand - circulation desk	42.10
Cash on hand - Internet desk	24.05
Petty cash	<u>240.00</u>
Total Current Assets	<u>844,514.11</u>
 Total Assets	 <u>\$ 844,514.11</u>

Liabilities and Net Assets

Current Liabilities	
Insurance proceeds payable	\$ <u>293,639.62</u>
Total Current Liabilities	<u>293,639.62</u>
 Total Liabilities	 <u>293,639.62</u>
Net Assets	
Unrestricted Net Assets	327,027.75
Temporarily Restricted Net Assets:	
Boylan Grant	8,490.80
Carthage Community Foundation	443.26
CPL Development Foundation	13,858.79
Debbie Putnam - Ebooks	7,739.74
Library Gardens	9,965.39
Racing to Read Grant	(410.00)
Racing to Read Grant - Local	16,217.40
Spotlight on Literacy Grant - MOSL	(118.75)
Spotlight on Literacy Grant - Local	12,714.99
Steadley Trust	11,162.24
Summer reading program - MOSL grant	2,421.30
Operational reserves	195,998.47
Change in net assets	<u>(54,636.89)</u>
Total Net Assets	<u>550,874.49</u>
 Total Liabilities and Net Assets	 <u>\$ 844,514.11</u>

DRAFT

Carthage Public Library
Statements of Income and Other Changes in Net Assets - Cash basis
For the One Month and Five Months Ended November 30, 2017

	2017		Monthly Variance	2017 Year to date	Annual Budget	Annual Variance
	Month Actual	Monthly Budget				
Revenue						
Book sale income	\$ (3,278.20)	\$ 250.00	\$ (3,528.20)	\$ 1,170.05	\$ 3,000.00	\$ (1,829.95)
Copier income	464.10	583.34	(119.24)	3,494.32	7,000.00	(3,505.68)
Donations	721.30	0.00	721.30	5,950.65	0.00	5,950.65
Donations-restricted	3,500.00	708.34	2,791.66	47,966.38	8,500.00	39,466.38
Fax income	72.80	166.67	(93.87)	570.80	2,000.00	(1,429.20)
Fine income	307.09	708.34	(401.25)	2,855.53	8,500.00	(5,644.47)
Interest income	104.42	150.00	(45.58)	2,152.98	1,800.00	352.98
Non-resident fee income	420.00	666.67	(246.67)	2,780.00	8,000.00	(5,220.00)
Payment for lost books	12.99	13.89	(0.90)	183.52	166.67	16.85
Postage income	0.00	13.89	(13.89)	34.00	166.67	(132.67)
State aid	0.00	583.34	(583.34)	4,034.86	7,000.00	(2,965.14)
Sur tax	0.00	1,000.00	(1,000.00)	0.00	12,000.00	(12,000.00)
Tax income	259.91	16,916.67	(16,656.76)	1,547.04	203,000.00	(201,452.96)
Tax income - Park and storm water	25,407.53	38,083.34	(12,675.81)	178,313.51	457,000.00	(278,686.49)
Other income	62.79	13.89	48.90	342.94	166.66	176.28
Total revenue	<u>28,054.73</u>	<u>59,858.38</u>	<u>(31,803.65)</u>	<u>251,396.58</u>	<u>718,300.00</u>	<u>(466,903.42)</u>

See accountant's compilation report.

DRAFT

Carthage Public Library
 Statements of Income and Other Changes in Net Assets - Cash basis
 For the One Month and Five Months Ended November 30, 2017

	2017 Month Actual	Monthly Budget	Monthly Variance	2017 Year to date	Annual Budget	Annual Variance
Operating Expenses						
Salaries	32,879.24	39,613.01	6,733.77	179,800.12	471,047.00	291,246.88
Lagers	1,541.59	1,658.83	117.24	8,291.08	19,906.00	11,614.92
Insurance - health	450.00	1,136.36	686.36	1,125.86	12,500.00	11,374.14
Payroll taxes - FICA	2,515.77	2,962.25	446.48	13,752.81	35,547.00	21,794.19
Payroll taxes - unemployment	0.00	872.73	872.73	320.00	9,600.00	9,280.00
Total payroll expenses	37,386.60	46,243.18	8,856.58	203,289.87	548,600.00	345,310.13
Employee goodwill	45.00	250.00	205.00	1,278.56	3,000.00	1,721.44
ADA Compliance	0.00	4.16	4.16	0.00	50.00	50.00
Advertising	690.00	166.66	(523.34)	717.75	2,000.00	1,282.25
Audio-visuals	0.00	333.33	333.33	39.95	4,000.00	3,960.05
Books	1,510.48	2,500.00	989.52	11,401.00	30,000.00	18,599.00
Books - children's	559.49	1,250.00	690.51	8,178.72	15,000.00	6,821.28
Contract fees	793.98	2,916.66	2,122.68	19,162.06	35,000.00	15,837.94
Dues and travel	1,009.94	833.33	(176.61)	5,262.28	10,000.00	4,737.72
Ebooks	0.00	291.66	291.66	3,200.00	3,500.00	300.00
Furniture and equipment	332.86	1,500.00	1,167.14	5,908.59	18,000.00	12,091.41
Information technology (IT)	0.00	583.33	583.33	282.68	7,000.00	6,717.32
Insurance	1,510.00	1,500.00	(10.00)	4,026.00	18,000.00	13,974.00
Legal and professional	0.00	583.33	583.33	4,000.00	7,000.00	3,000.00
Periodicals	0.00	500.00	500.00	3,723.25	6,000.00	2,276.75
Postage	55.59	125.00	69.41	434.53	1,500.00	1,065.47
Programs - adult	128.93	308.33	179.40	929.56	3,700.00	2,770.44
Programs - children	274.05	1,083.33	809.28	1,907.20	13,000.00	11,092.80
Programs, teens	21.63	83.33	61.70	198.04	1,000.00	801.96
Repairs and maintenance	4,186.52	1,666.66	(2,519.86)	9,881.22	20,000.00	10,118.78
Supplies	914.86	2,083.33	1,168.47	8,360.86	25,000.00	16,639.14
Telephone	373.89	704.16	330.27	2,844.07	8,450.00	5,605.93
Utilities	2,179.19	3,125.00	945.81	11,007.28	37,500.00	26,492.72
Total expenses and losses	14,586.41	22,391.60	7,805.19	102,743.60	268,700.00	165,956.40
	51,973.01	69,634.78	16,661.77	306,033.47	817,300.00	511,266.53

See accountant's compilation report.

DRAFT

Carthage Public Library
Statements of Income and Other Changes in Net Assets - Cash basis
For the One Month and Five Months Ended November 30, 2017

	2017 Month Actual	Monthly Budget	Monthly Variance	2017 Year to date	Annual Budget	Annual Variance
Increase/(Decrease) in unrestricted net assets before transfers	(23,918.28)	(8,776.40)	(15,141.88)	(54,636.89)	(99,000.00)	44,363.11
Transfers from temporary restricted	4,620.53	8,416.67	(3,796.14)	30,116.99	101,000.00	(70,883.01)
Transfers to temporary restricted	0.00	0.00	0.00	(47,966.38)	0.00	(47,966.38)
Increase/(Decrease) in unrestricted net assets	<u>(19,297.75)</u>	<u>(359.73)</u>	<u>(18,938.02)</u>	<u>(72,486.28)</u>	<u>2,000.00</u>	<u>(74,486.28)</u>
Changes in temporarily restricted net assets						
CPL Development Foundation	0.00			3,250.00		
Racing to Read Grant	0.00			2,362.00		
Spotlight on Literacy Grant - MOSL	0.00			9,362.00		
Spotlight on Literacy Grant - Local	0.00			18,500.00		
Summer reading program - MOSL grant	0.00			4,492.38		
Thelma Stanley Foundation Grant	0.00			10,000.00		
Boylan Grant	0.00			(1,902.40)		
CPL Development Foundation	0.00			(3,019.89)		
Library Gardens	0.00			(732.73)		
Racing to Read Grant	(305.00)			(1,016.25)		
Racing to Read Grant - Local	(749.21)			(5,892.62)		
Spotlight on Literacy Grant - MOSL	(637.50)			(4,068.75)		
Spotlight on Literacy Grant - Local	(507.52)			(5,586.11)		
Steadley Trust	0.00			(984.56)		
Summer reading program - MOSL grant	<u>(2,421.30)</u>			<u>(6,913.68)</u>		
Increase/(Decrease) in temporarily restricted net assets	<u>(4,620.53)</u>			<u>17,849.39</u>		
Change in net assets	<u>\$ (23,918.28)</u>			<u>\$ (54,636.89)</u>		

See accountant's compilation report.

DRAFT

Carthage Public Library
Gift Account Activity
For the One Month and Five Months Ended November 30, 2017

	Beginning Balance	Increases	Decreases	Ending balance
Boylan Grant	\$ 8,490.80	\$ 0.00	\$ (1,902.40)	\$ 6,588.40
Carthage Community Foundation	443.26	0.00	0.00	443.26
CPL Development Foundation	13,858.79	3,250.00	(3,019.89)	14,088.90
Debbie Putnam - Ebooks	7,739.74	0.00	0.00	7,739.74
Library Gardens	9,565.39	0.00	(732.73)	9,232.66
Reading to Read Grant	(410.00)	2,362.00	(1,016.25)	935.75
Reading to Read Grant - Local	16,217.40	0.00	(5,892.62)	10,324.78
Spotlight on Literacy Grant - MOSL	(118.75)	9,362.00	(4,068.75)	5,174.50
Spotlight on Literacy Grant - Local	12,714.99	18,500.00	(5,586.11)	25,628.88
Steadley Trust	11,162.24	0.00	(984.56)	10,177.68
Summer reading program - MOSL grant	2,421.30	4,492.38	(6,913.68)	0.00
Thelma Stanley Foundation Grant	0.00	10,000.00	0.00	10,000.00
Operational reserves	195,998.47	0.00	0.00	195,998.47
Totals	<u>\$ 278,483.63</u>	<u>\$ 47,956.38</u>	<u>\$ (30,116.99)</u>	<u>\$ 296,333.02</u>

See accountant's compilation report.

Director's Progress and Service Report

December 2017, Julie Yockey

The Library is decorated in all her holiday beauty! Please stop by to see for yourself! The atrium area is finally complete with all its' new furnishings thanks to the Thelma Stanley Trust! I must say it is gorgeous.

The Library Development Foundation met on November 13th. It was decided by members to host a New Year's Ever Party in 2018. Plans are being made, starting with a location site. More information will follow as members work on this event. The Foundation was also notified that three computers had been purchased with the request that was made by the Director. Those computers are in place within the Library.

Work has begun on the roof due to our hail damage. Randy Dubry is overseeing this huge endeavor and if the weather holds, the original dome will be replaced first beginning this week. Supplies and equipment are being situated around the library in preparation. All four parking lot lights were replaced this month by Chad's Electric, and Jerry has begun work on his winter painting jobs within the library.

Our year-end audit is complete. Budget Committee members met with the Director to go over the "Glowing" results and findings of the audit. It was promptly submitted to the State Auditor's office in order for us to be in compliance with state statutes. Rebecca Frierich, our auditor will give an oral report to this Board at our January meeting.

The children will have a surprise visitor at Story Time on December 20th, as programming numbers continue to grow across all areas. The adult citizenship program was happy to report one more new citizen took her oath of citizenship in November! Great effort Pat Wakefield.

On behalf of the Library staff, we would like to wish all of our patrons, and community a Merry Christmas, and thank those people who generously donated to our library in 2017.

Respectfully submitted,
Julie Yockey, Director

Children's Progress Report November 2017, Sherri Luce

The Carthage Library Children's Department has had a lot of activity throughout the month of November. We hosted three regular story times, three bi-lingual story times, one PAWS event, and eight outreach English story times. The Junior High once again brought over a class to do research one morning this month. They greatly appreciate the benefits of having the Public Library within walking distance.

December is in full swing with Storytimes, Outreach Programs, Teen events, PAWS, and the Toy Drive to benefit our local kids through the Carthage Police Department. We are excited to see what the New Year has in store for us. Merry Christmas!

DECEMBER 2017 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>
170531970	ADAMS, KALEB RAY	IA	01/25/2018 9:00	12/26/17	POSS INTOX BY A MINOR				
160578423	ALAME, CHRISTINA S	IA	01/18/2018 9:00	12/6/17	DRIVING WHILE SUSPENDED				
170532879	ALBERTY, DAKOTA LANDON	IA	01/18/2018 9:00	12/15/17	POSS CONTROLLED SUBSTANCE				
170532880	ALBERTY, DAKOTA LANDON	IA	01/18/2018 9:00	12/15/17	POSSESSION DRUG PARAPHERNALIA				
170533104	ALVARADO CORRAL, FELIX	IA	01/25/2018 9:00	12/26/17	NO OPERATORS LICENSE				\$ 100.00
170532309	AMOS, CHRISTINE L	IA	01/18/2018 9:00	12/15/17	NO PROOF OF INSURANCE				
170532848	ANDERSON, ANNA ELIZABETH	IA	01/25/2018 9:00	12/26/17	NO PROOF OF INSURANCE				
170532849	ANDERSON, ANNA ELIZABETH	IA	01/25/2018 9:00	12/26/17	IMPROPER REGISTRATION				\$ 95.00
170532850	ANDERSON, ANNA ELIZABETH	IA	01/25/2018 9:00	12/26/17	POSS INTOX BY A MINOR				
170531506	ANDERSON, CONNIE L	CL	01/03/2018 14:08	12/15/17	PARK WRONG DIRECTION	PG	1/03/2018		
170532564	ANDERSON, LUKE STEVEN	IA	01/25/2018 9:00	12/26/17	NO PROOF OF INSURANCE				
170532712	ARY, KIYA JANELL	IA	01/11/2018 9:00	12/8/17	NO PROOF OF INSURANCE				
170532640	AULICK, JENNIFER A	IA	01/18/2018 9:00	12/15/17	SPEEDING 10 - 24 OVER 43 MPH in e				\$ 52.00
170532641	AULICK, JENNIFER A	IA	01/18/2018 9:00	12/15/17	NO PROOF OF INSURANCE				
170531751	AYTES, SAMANTHA DAWN	IA	01/25/2018 9:00	12/26/17	PETIT THEFT				
170531974	BAKER, WILLIAM	IA	01/25/2018 9:00	12/26/17	LEAVE SCENE OF ACCIDENT				
170531975	BAKER, WILLIAM	IA	01/25/2018 9:00	12/26/17	DRIVING WHILE INTOXICATED				
160578417	BALMAS, JOHN ANDREW	WI	02/01/2018 9:00	12/8/17	LEAVE SCENE OF ACCIDENT				
170532634	BALMAS, JOHN ANDREW	WI	02/01/2018 9:00	12/8/17	FAIL TO YIELD RIGHT OF WAY-YIELD				\$ 56.00
170532635	BALMAS, JOHN ANDREW	WI	02/01/2018 9:00	12/8/17	NO PROOF OF INSURANCE				
170532212	BARNES, JONATHAN WAYNE	WI	01/25/2018 9:00	12/14/17	SPEEDING 10 - 24 OVER 40 MPH in e				\$ 40.00
160578420	BARNETT, ANGEL KAY	CL	12/06/2017 8:37	12/6/17	SEATBELT	PG	12/6/17	12/6/17	
170532306	BARRILLAS-GUEVARA, CARLOS O	IA	03/01/2018 9:00	12/8/17	SEATBELT				\$ 10.00
170532307	BARRILLAS-GUEVARA, CARLOS O	IA	03/01/2018 9:00	12/8/17	FAIL YIELD TO EMERGENCY VEHICLE				
170532308	BARRILLAS-GUEVARA, CARLOS O	IA	03/01/2018 9:00	12/8/17	NO OPERATORS LICENSE				\$ 100.00
170532784	BAUGH, JADON RAY	WI	01/25/2018 9:00	12/21/17	POSSESSION OF TOBACCO BY A MING				
170532785	BAUGH, JADON RAY	WI	01/25/2018 9:00	12/21/17	POSSESSION DRUG PARAPHERNALIA				\$ 51.00
170532786	BAUGH, JADON RAY	WI	01/25/2018 9:00	12/21/17	FAIL TO SIGNAL				
170532787	BAUGH, JADON RAY	WI	01/25/2018 9:00	12/21/17	DRIVING WHILE INTOXICATED				
170532475	BAUGH, SHELDON JOSEPH	IA	01/25/2018 9:00	12/15/17	IMPROPER REGISTRATION				\$ 95.00
170532658	BENZ, SETH MATTHEW	IA	02/01/2018 9:00	12/29/17	OBSTRUCT OFFICER				
170532713	BERNAL, YOSELIN	WI	02/15/2018 9:00	12/8/17	POSS INTOX BY A MINOR				
170532218	BLACK, KENNETH L	IA	01/25/2018 9:00	12/26/17	IMPROPER REGISTRATION				\$ 95.00

DECEMBER 2017 MONTHLY JUDGEMENTS FILED

170532895	DELAGARZA, ANDREA DIANNE	IA	01/25/2018 9:00	12/26/17	FAIL TO YIELD RIGHT OF WAY-UNCO			\$	56.00
170532860	DELEON, ERIC FEDERICO	IA	01/25/2018 9:00	12/27/17	POSS CONTROLLED SUBSTANCE				
170532861	DELEON, ERIC FEDERICO	IA	01/25/2018 9:00	12/27/17	POSSESSION DRUG PARAPHERNALIA				
170532862	DELEON, ERIC FEDERICO	IA	01/25/2018 9:00	12/27/17	OBSTRUCT OFFICER				
160578971	DOBBINS, JUSTIN WADE	IA	01/25/2018 9:00	12/26/17	IMPROPER EQUIPMENT			\$	56.00
170533085	DOMBROSKI, ALEXIS D	VD	12/11/2017 9:00	12/11/17	POSSESSION DRUG PARAPHERNALIA				
170532637	DOMINGUEZ, RICHARD JR	IA	01/18/2018 9:00	12/15/17	SPEEDING 10 - 24 OVER 43 MPH in e			\$	52.00
170533096	DUNCAN, SHANNON MICHELLE	IA	01/25/2018 9:00	12/26/17	NO PROOF OF INSURANCE			\$	100.00
170532470	DUNN, STEPHEN JOEL	IA	01/25/2018 9:00	12/15/17	NO OPERATORS LICENSE			\$	95.00
170532471	DUNN, STEPHEN JOEL	IA	01/25/2018 9:00	12/15/17	IMPROPER REGISTRATION				
170533079	ELLIS, BRITNEY J	IA	01/18/2018 9:00	12/15/17	HARASSMENT				
170532201	ELLIS, DOYLE LEE	CL	12/26/2017 7:39	12/8/17	FAIL YIELD TO EMERGENCY VEHICLE	PG	12/21/17		12/21/17
170532719	ELLISON, SHAWNA	IA	01/18/2018 9:00	12/8/17	SPEEDING 10 - 24 OVER 44 MPH in e			\$	56.00
170532720	ELLISON, SHAWNA	IA	01/18/2018 9:00	12/8/17	SEATBELT			\$	10.00
170532721	ELLISON, SHAWNA	IA	01/18/2018 9:00	12/8/17	DRIVING WHILE INTOXICATED				
170532722	ELLISON, SHAWNA	IA	01/18/2018 9:00	12/8/17	FAIL TO DRIVE ON RIGHT SIDE OF STI			\$	56.00
170532723	ELLISON, SHAWNA	IA	01/18/2018 9:00	12/8/17	OBSTRUCT OFFICER			\$	66.00
170533087	ERWIN, RONALD WAYNE	IA	01/25/2018 9:00	12/26/17	STOP LIGHT-STEADY RED				
170531753	ESTES, MICHAEL LEE	IA	01/25/2018 9:00	12/26/17	DRIVING WHILE INTOXICATED			\$	100.00
170531754	ESTES, MICHAEL LEE	IA	01/25/2018 9:00	12/26/17	NO OPERATORS LICENSE			\$	10.00
170532854	FERGUSON, TERRI R	IA	01/25/2018 9:00	12/26/17	NO PROOF OF INSURANCE				
170532855	FERGUSON, TERRI R	IA	01/25/2018 9:00	12/26/17	SEATBELT			\$	10.00
170532355	FIGUEROA, JAIME FRANCISCO	IA	01/25/2018 9:00	12/26/17	PEACE DISTURBANCE				
170532516	FIGUEROA, JAIME FRANCISCO	IA	01/25/2018 9:00	12/26/17	TRESPASS			\$	100.00
170532314	FLORES, MARIA DOLORES	IA	01/25/2018 9:00	12/26/17	NO OPERATORS LICENSE				
160578970	FORD, RUY MASON	IA	01/11/2018 9:00	12/4/17	PETTIT THEFT			\$	10.00
170532841	FRIEDLI, LONNIE DEAN	IA	01/18/2018 9:00	12/15/17	SEATBELT				
170532842	FRIEDLI, LONNIE DEAN	IA	01/18/2018 9:00	12/15/17	DRIVING WHILE INTOXICATED			\$	71.00
170532843	FRIEDLI, LONNIE DEAN	IA	01/18/2018 9:00	12/15/17	STOP SIGN				
170532844	FRIEDLI, LONNIE DEAN	IA	01/18/2018 9:00	12/15/17	POSS CONTROLLED SUBSTANCE				
170532845	FRIEDLI, LONNIE DEAN	IA	01/18/2018 9:00	12/15/17	POSSESSION DRUG PARAPHERNALIA				
170532893	GALVAN, DAWN DEIDRE	IA	01/25/2018 9:00	12/26/17	IMPROPER REGISTRATION			\$	95.00
170532851	GARCIA, GLORIA	DI	12/19/2017 9:00	12/19/17	NO PROOF OF INSURANCE				
170532852	GARCIA, GLORIA	CL	12/19/2017 14:56	12/19/17	NO OPERATORS LICENSE	PG	12/19/17		12/19/17

DECEMBER 2017 MONTHLY JUDGEMENTS FILED

170532788	GARRISON, MISTY DAWN	IA	01/25/2018 9:00	12/26/17	IMPROPER REGISTRATION		\$	95.00
170532638	GAUTZ, PAUL CONRAD	IA	01/18/2018 9:00	12/15/17	IMPROPER REGISTRATION		\$	95.00
170532639	GAUTZ, PAUL CONRAD	IA	01/18/2018 9:00	12/15/17	SEATBELT		\$	10.00
170533088	GELDEAN, COREY ROBERT	IA	01/25/2018 9:00	12/26/17	STOP SIGN		\$	71.00
170532877	GENTRY, SAMANTHA DEANNA	IA	01/18/2018 9:00	12/15/17	POSS CONTROLLED SUBSTANCE			
170532878	GENTRY, SAMANTHA DEANNA	IA	01/18/2018 9:00	12/15/17	POSSESSION DRUG PARAPHERNALIA		\$	60.00
170532319	GILMARTIN, CODY FLINT	IA	01/25/2018 9:00	12/26/17	SPEEDING 10 - 24 OVER 45 MPH in e		\$	10.00
170532320	GILMARTIN, CODY FLINT	IA	01/25/2018 9:00	12/26/17	SEATBELT		\$	60.00
170532205	GLATHAR, SARAH NICOLE	IA	01/18/2018 9:00	12/15/17	SPEEDING 10 - 24 OVER 45 MPH in e			
170532206	GLATHAR, SARAH NICOLE	IA	01/18/2018 9:00	12/15/17	NO PROOF OF INSURANCE			
170532763	GOMEZ, OCTAVIO	CL	12/06/2017 16:10	12/6/17	NO OPERATORS LICENSE	PG	12/6/17	12/6/17
170531762	GONZALES, DANIEL S	IA	02/01/2018 9:00	12/29/17	PETTIT THEFT			
170531763	GONZALES, DANIEL S	IA	02/01/2018 9:00	12/29/17	POSSESSION DRUG PARAPHERNALIA			
170532506	GONZALEZ ACABAL, YEISON E	IA	01/25/2018 9:00	12/15/17	NO PROOF OF INSURANCE			
170532354	GONZALEZ, DULIO ALBERTO J	UF	01/25/2018 9:00	12/26/17	SEATBELT	PG	1/02/2018	1/02/2018
160578966	GOODHUE, DANIEL STEVEN	IA	01/11/2018 9:00	12/8/17	FOLLOW TOO CLOSE		\$	10.00
170532563	GOTT, CLINTON WAYNE	IA	01/25/2018 9:00	12/26/17	SEATBELT		\$	56.00
170532072	GRAHAM, ERIKA KITTY	IA	01/18/2018 9:00	12/8/17	NO OPERATORS LICENSE		\$	10.00
170531505	GRIMES, CARLEY C	IA	01/18/2018 9:00	12/15/17	PARK ACROSS YELLOW LINES		\$	100.00
170531508	GRIMES, CARLEY C	IA	01/18/2018 9:00	12/15/17	OVERTIME PARKING		\$	11.00
170531513	GRIMES, CARLEY C	IA	01/25/2018 9:00	12/26/17	OVERTIME PARKING		\$	11.00
170531979	GUTIERREZ, CARLOS MANUEL	IA	01/25/2018 9:00	12/26/17	NO OPERATORS LICENSE		\$	100.00
160578419	HARGRAVE, GEOFFREY MICHAEL	IA	01/18/2018 9:00	12/8/17	NO PROOF OF INSURANCE		\$	95.00
170533082	HARRINGTON, CODY LEE	IA	01/25/2018 9:00	12/15/17	IMPROPER REGISTRATION		\$	71.00
170533091	HARRIS, BRYAN ANTHONY	IA	01/25/2018 9:00	12/26/17	STOP SIGN		\$	10.00
170532499	HARRIS, CLEON L	IA	01/18/2018 9:00	12/8/17	SEATBELT		\$	95.00
170532500	HARRIS, CLEON L	IA	01/18/2018 9:00	12/8/17	IMPROPER REGISTRATION		\$	10.00
170532501	HARRIS, CLEON L	IA	01/18/2018 9:00	12/8/17	OBSTRUCT OFFICER		\$	95.00
170533105	HASKINS, NATHANIEL H	IA	01/25/2018 9:00	12/26/17	DOMESTIC ASSAULT-3RD DEGREE		\$	56.00
170532510	HASLIP, CALEE DANIELE	IA	01/25/2018 9:00	12/26/17	IMPROPER EQUIPMENT		\$	10.00
170532568	HEADLEY KRAMBS, JESSICA DARLEE	IA	01/25/2018 9:00	12/26/17	SEATBELT		\$	100.00
170532835	HERNANDEZ, ESTUARDO	IA	01/25/2018 9:00	12/15/17	NO OPERATORS LICENSE		\$	10.00
170532836	HERNANDEZ, ESTUARDO	IA	01/25/2018 9:00	12/15/17	SEATBELT		\$	10.00
170532837	HERNANDEZ, ESTUARDO	IA	01/25/2018 9:00	12/15/17	FAIL TO DRIVE ON RIGHT SIDE OF STI		\$	56.00

DECEMBER 2017 MONTHLY JUDGEMENTS FILED

170532838	HERNANDEZ, ESTUARDO	IA	01/25/2018 9:00	12/15/17	FAIL TO SIGNAL				\$	51.00
170532839	HERNANDEZ, ESTUARDO	IA	01/25/2018 9:00	12/15/17	DRIVING WHILE INTOXICATED				\$	
170532316	HERTLIDENTIS, RESA M	IA	01/25/2018 9:00	12/26/17	IMPROPER REGISTRATION				\$	95.00
170532469	HICKS, GABRIELLE RENEE	IA	01/18/2018 9:00	12/15/17	SPEEDING 10 - 24 OVER 45 MPH in e				\$	60.00
170532517	HIGGINS, BROOKE RACHELLE	UF	01/26/2017 9:00	12/18/17	PETTIT THEFT	PG	12/21/17	12/21/17	\$	250.00
170531757	HITCHCOCK, STEVEN P	TR	03/22/2018 9:00	12/26/17	IMPROPER REGISTRATION	NG	1/03/2018		\$	95.00
170531758	HITCHCOCK, STEVEN P	TR	03/22/2018 9:00	12/26/17	SEATBELT	NG	1/03/2018		\$	10.00
170531759	HITCHCOCK, STEVEN P	TR	03/22/2018 9:00	12/26/17	LITTERING, BOCA VIOLATION	NG	1/03/2018		\$	66.00
170532491	HODSON, DUSTY RAY	IA	01/11/2018 9:00	12/8/17	DRIVING WHILE SUSPENDED					
170532890	HODSON, DUSTY RAY	IA	01/25/2018 9:00	12/26/17	DRIVING WHILE SUSPENDED					
170532317	HOLDEN, ANNIE E	TR	03/08/2018 9:00	12/19/17	POSSESSION DRUG PARAPHERNALIA	NG	12/21/17			
170532318	HOLDEN, ANNIE E	TR	03/08/2018 9:00	12/19/17	OBSTRUCT OFFICER	NG	12/21/17			
170522889	HOUSTON, KATHERINE M	IA	01/18/2018 9:00	12/15/17	PETTIT THEFT					
170531752	HOYER, LAYTON DOUGLAS	IA	01/25/2018 9:00	12/26/17	C & I DRIVING				\$	126.00
170532628	HUFFMAN, JOHN	CL	12/01/2017 15:17	12/1/17	SPEEDING 10 - 24 OVER 43 MPH in e	PG	12/1/17	12/1/17		
170532069	HUNTER, HARVELL	IA	01/11/2018 9:00	12/4/17	DRIVING WHILE REVOKED					
170532070	HUNTER, HARVELL	IA	01/11/2018 9:00	12/8/17	POSSESSION DRUG PARAPHERNALIA					
170531460	HYLTON, DERIK LEE	IA	01/25/2018 9:00	12/26/17	NO PROOF OF INSURANCE				\$	10.00
170532717	IBARRA, EDWARD MANZANO	IA	01/18/2018 9:00	12/8/17	SEATBELT				\$	
170532718	IBARRA, EDWARD MANZANO	IA	01/18/2018 9:00	12/8/17	NO PROOF OF INSURANCE				\$	100.00
170532505	IBARRA, RICHARD MANZANO	IA	01/25/2018 9:00	12/15/17	NO OPERATORS LICENSE				\$	60.00
170532776	ISLEY, ANTHONY DALE	IA	01/25/2018 9:00	12/15/17	SPEEDING 10 - 24 OVER 45 MPH in e				\$	10.00
170532643	JACKSON, DANIEL AARON	IA	01/18/2018 9:00	12/15/17	SEATBELT				\$	
170532644	JACKSON, DANIEL AARON	IA	01/18/2018 9:00	12/15/17	NO PROOF OF INSURANCE					
170532562	JENNINGS, GRACE RENEE	DI	12/29/2017 9:00	12/26/17	NO PROOF OF INSURANCE				\$	56.00
170531083	JEREZ-CALDERON, SANTIAGO AMILU	IA	01/11/2018 9:00	12/8/17	DOG AT LARGE				\$	
170532791	JOHNSON, LANCE	CL	12/28/2017 10:50	12/28/17	SPEEDING 10 - 24 OVER 44 MPH in e	PG	12/28/17	12/28/17		
170532773	JUARES VASQUEZ, KILEY EMILY	IA	01/11/2018 9:00	12/8/17	POSS INTOX BY A MINOR					
170532204	JURADO-ORDONEZ, RONALD ANTO	IA	01/11/2018 9:00	12/8/17	POSS INTOX BY A MINOR					
170531980	KADERLY, CODY DANIEL	IA	01/25/2018 9:00	12/26/17	DRIVING WHILE SUSPENDED					
170532632	KEAN, DUSTIN LYNN	IA	01/18/2018 9:00	12/8/17	IMPROPER REGISTRATION				\$	95.00
170532633	KEAN, DUSTIN LYNN	IA	01/18/2018 9:00	12/8/17	SEATBELT				\$	10.00
170532511	KELLEY, DAVID RAY SR	UF	01/25/2018 9:00	12/26/17	SPEEDING 10 - 24 OVER 46 MPH in e	PG	1/04/2018	1/04/2018	\$	64.00
170531504	KELLY, KAREN E	IA	01/18/2018 9:00	12/15/17	PETTIT THEFT					

DECEMBER 2017 MONTHLY JUDGEMENTS FILED

Case No.	Name	TR	Date	Time	Charge	NG	Date	Amount
170532216	MCCLAIN, REX JEFF	TR	03/29/2018	9:00	ASSAULT-4TH DEGREE	NG	12/21/17	
170532976	MCGUIRK, JARROD	IA	01/25/2018	9:00	PETIT THEFT		12/18/17	
170532977	MCGUIRK, JARROD	IA	01/25/2018	9:00	POSSESSION DRUG PARAPHERNALIA		12/26/17	
170532978	MCGUIRK, JARROD	IA	01/25/2018	9:00	POSS CONTROLLED SUBSTANCE		12/26/17	
170532390	MCHORNEY, PHILLIP LEE	IA	01/11/2018	9:00	NO PROOF OF INSURANCE		12/8/17	\$ 10.00
170532391	MCHORNEY, PHILLIP LEE	IA	01/11/2018	9:00	SEATBELT		12/8/17	
170532472	MCKINNEY, DAVID ADDISON K	IA	01/25/2018	9:00	IMPROPER REGISTRATION		12/15/17	\$ 95.00
170532346	MCKINNEY, MONTANA WAYNE	IA	01/25/2018	9:00	SEATBELT		12/15/17	\$ 10.00
170532209	MEDRANO ESPINOZA, PABLO	IA	01/18/2018	9:00	PEACE DISTURBANCE		12/15/17	
170532210	MEDRANO ESPINOZA, PABLO	IA	01/18/2018	9:00	OBSTRUCT OFFICER		12/15/17	
170532211	MEDRANO ESPINOZA, PABLO	IA	01/18/2018	9:00	DOMESTIC ASSAULT-3RD DEGREE		12/15/17	
170532645	MENDEZ MORALES, ELIGIO ROSENE	IA	01/25/2018	9:00	NO OPERATORS LICENSE		12/12/17	\$ 100.00
170532636	MIKELL, BLAINE	IA	01/18/2018	9:00	NO PROOF OF INSURANCE		12/8/17	
170532473	MOJICA, URIEL	IA	01/25/2018	9:00	NO OPERATORS LICENSE		12/15/17	\$ 100.00
170532474	MOJICA, URIEL	IA	01/25/2018	9:00	NO PROOF OF INSURANCE		12/15/17	
170533080	MONTOYA, JOHNNY JOE	IA	01/18/2018	9:00	NO OPERATORS LICENSE		12/15/17	\$ 100.00
170533081	MONTOYA, JOHNNY JOE	IA	01/18/2018	9:00	NO PROOF OF INSURANCE		12/15/17	
170531973	MOORE, JEFFREY J	IA	01/25/2018	9:00	SPEEDING 10 - 24 OVER 45 MPH in e		12/26/17	\$ 40.00
170532502	MOORE, KEILAN D'RAY	IA	01/18/2018	9:00	DOMESTIC ASSAULT-3RD DEGREE		12/8/17	
170532503	MOORE, KEILAN D'RAY	IA	01/18/2018	9:00	POSS INTOX BY A MINOR		12/8/17	
170532468	MORALES-ORTIZ, VICTOR	IA	01/18/2018	9:00	NO OPERATORS LICENSE		12/15/17	\$ 100.00
170532303	MYERS, HANNAH M	IA	01/11/2018	9:00	PETIT THEFT		12/8/17	
170532304	MYERS, HANNAH M	IA	01/11/2018	9:00	POSSESSION DRUG PARAPHERNALIA		12/8/17	
170532519	MYERS, SCOTT JOE	IA	01/25/2018	9:00	FOLLOW TOO CLOSE		12/26/17	
160578812	NOWELL, WESLEY J E	IA	01/25/2018	9:00	PETIT THEFT		12/26/17	\$ 56.00
170531550	OWENS, CRYSTAL D	IA	01/11/2018	9:00	TRESPASS		12/8/17	
170531551	OWENS, CRYSTAL D	IA	01/11/2018	9:00	TRESPASS		12/8/17	
170532559	OWENS, WILLIAM DANNY	IA	01/11/2018	9:00	SEATBELT		12/8/17	\$ 10.00
170531969	OWINGS, MELINDA ANN	UF	01/25/2018	9:00	SPEEDING 10 - 24 OVER 45 MPH in e	PG	12/29/17	\$ 60.00
160578421	OXLAJ TECUN, DULMAN	CL	12/11/2017	10:13	SPEEDING 10 - 24 OVER 45 MPH in e	PG	12/29/17	
160578422	OXLAJ TECUN, DULMAN	CL	12/11/2017	12:27	SPEEDING 10 - 24 OVER 45 MPH in e	PG	12/11/17	
170531458	OXLAJ, LESLIE	IA	01/18/2018	9:00	NO OPERATORS LICENSE	PG	12/11/17	
160578960	PAGE, JUSTIN LEE	IA	01/25/2018	9:00	SEATBELT		12/8/17	\$ 10.00
170532569	PAINTER, CHRISTIAN ALAN	IA	01/25/2018	9:00	TRESPASS		12/19/17	
		IA	01/25/2018	9:00	PETIT THEFT		12/26/17	

DECEMBER 2017 MONTHLY JUDGEMENTS FILED

170532570	PAINTER, CHRISTIAN ALAN	IA	01/25/2018 9:00	12/26/17	POSSESSION DRUG PARAPHERNALIA			
170531510	PATRICK, NICHOLAS SETH ANDREW	IA	01/25/2018 9:00	12/15/17	PARK WRONG DIRECTION		\$	11.00
170532642	PENCE, REMINGTON COLE	IA	01/18/2018 9:00	12/15/17	SPEEDING 10 - 24 OVER, 43 MPH in c		\$	52.00
170532771	PETERSON, HANNAH SUE	IA	01/11/2018 9:00	12/8/17	POSS INTOX BY A MINOR			
170531391	PETTYJOHN, TIMOTHY	UF	02/01/2018 9:00	12/27/17	DRIVING WHILE REVOKED	PG	12/28/17	\$ 200.00
170532313	PHILLIPS, FREQUAZIA	SA	01/25/2018 9:00	12/11/17	POSS CONTROLLED SUBSTANCE	PG	12/14/17	
170532760	PIERCE, JAMES KIRK	IA	01/11/2018 9:00	12/8/17	DRIVING WHILE REVOKED			
170532565	PINEDA MONICO, JAVIER	IA	01/25/2018 9:00	12/26/17	NO PROOF OF INSURANCE			
170532071	PIVARAL, ROSA E	VD	12/11/2017 9:00	12/8/17	NO OPERATORS LICENSE			
170532071	PIVARAL, ROSA E	UF	01/18/2018 9:00	12/8/17	DRIVING WHILE REVOKED	PG	12/21/17	\$ 200.00
170532557	POLLARD, HEATHER MARIE	IA	01/11/2018 9:00	12/8/17	PROPERTY DESTRUCTION			
170532558	POLLARD, HEATHER MARIE	IA	01/11/2018 9:00	12/8/17	TRESPASS			
170532834	PORTILLO, GRICELDA	CL	12/20/2017 8:47	12/15/17	NO OPERATORS LICENSE	PG	12/20/17	
170533084	POTTER, AMBER MARIE	IA	01/25/2018 9:00	12/15/17	SEATBELT		\$	10.00
170532322	PROCTOR, MECHELL	SA	01/11/2018 9:00	12/26/17	DOMESTIC ASSAULT-3RD DEGREE	PG	12/28/17	
170532321	PROCTOR, MECHELL D	SA	01/11/2018 9:00	12/26/17	POSSESSION DRUG PARAPHERNALIA	PG	12/28/17	
170532213	PYLE, KORY D	IA	01/25/2018 9:00	12/26/17	DRIVING WHILE SUSPENDED			
170533077	QUINCY, CASEY R	DI	01/03/2018 9:00	12/15/17	NO PROOF OF INSURANCE			
160578414	RABANALES, JOSUE HABRAHAM	IA	01/11/2018 9:00	12/8/17	POSSESSION OF TOBACCO BY A MINOR			
160578415	RABANALES, JOSUE HABRAHAM	IA	01/11/2018 9:00	12/8/17	POSSESSION DRUG PARAPHERNALIA			
170532566	RAMIREZ-RUIZ, ANA	IA	01/25/2018 9:00	12/26/17	NO OPERATORS LICENSE		\$	100.00
170532853	RAMOS-REYES, YULI	IA	01/25/2018 9:00	12/26/17	NO OPERATORS LICENSE		\$	100.00
170532883	RANEY, ERIN ELIZABETH	IA	01/18/2018 9:00	12/15/17	NO OPERATORS LICENSE		\$	100.00
170532884	RANEY, ERIN ELIZABETH	IA	01/18/2018 9:00	12/15/17	NO PROOF OF INSURANCE			
170532885	RANEY, ERIN ELIZABETH	IA	01/18/2018 9:00	12/15/17	C & I DRIVING		\$	126.00
170532886	RANEY, ERIN ELIZABETH	IA	01/18/2018 9:00	12/15/17	PETIT THEFT			
170532887	RANEY, ERIN ELIZABETH	IA	01/18/2018 9:00	12/15/17	DOMESTIC ASSAULT-3RD DEGREE			
170532888	RANEY, ERIN ELIZABETH	IA	01/18/2018 9:00	12/15/17	TRESPASS			
170532882	RATLIFF, SHAWN	IA	01/18/2018 9:00	12/8/17	DRIVING WHILE INTOXICATED		\$	51.00
170532833	RATLIFF, SHAWN	IA	01/18/2018 9:00	12/8/17	FAIL TO SIGNAL			
160578811	RAWLINS, BRITTANY N	IA	01/25/2018 9:00	12/26/17	PETIT THEFT			
170531509	REED, GARY WAYNE	IA	01/25/2018 9:00	12/15/17	OVERTIME PARKING		\$	11.00
170532789	REIMEM, LUANNE	IA	01/25/2018 9:00	12/26/17	NO OPERATORS LICENSE		\$	100.00
170532311	REYES ARGUETA, YURI B	IA	01/18/2018 9:00	12/15/17	NO PROOF OF INSURANCE			

DECEMBER 2017 MONTHLY JUDGEMENTS FILED

170532882	SMITH, CANDICE R.	IA	01/18/2018 9:00	12/15/17	PETIT THEFT.			
170532896	SMITH, JULIANA GRACE	IA	01/25/2018 9:00	12/26/17	FAIL TO YIELD RIGHT OF WAY-STOP		\$	56.00
170531967	SMITH, WALTER SETON JR	IA	01/25/2018 9:00	12/15/17	DRIVING WHILE SUSPENDED			
170532775	SOLIS, CLAUDIA IVONNE	IA	01/18/2018 9:00	12/8/17	DRIVING WHILE SUSPENDED			
170531456	SPAIN, DEON LEANGELA	IA	01/11/2018 9:00	12/8/17	POSSESSION DRUG PARAPHERNALIA			
170532353	SPONAUGLE, MARK R	CL	12/26/2017 13:18	12/26/17	SEATBELT	PG	12/26/17	12/26/17
170531968	SPRY, ROBERT L	IA	01/25/2018 9:00	12/26/17	STOP SIGN		\$	71.00
170532757	STANDLEY, MICHAEL EUGENE	IA	01/11/2018 9:00	12/8/17	NO PROOF OF INSURANCE			
170532758	STANDLEY, MICHAEL EUGENE	IA	01/11/2018 9:00	12/8/17	DRIVING WHILE SUSPENDED			
170532894	STANEK, ROBERT ALLEN	IA	01/25/2018 9:00	12/26/17	NO PROOF OF INSURANCE			
170533094	STANEK, ROBERT ALLEN	IA	01/25/2018 9:00	12/26/17	OBSTRUCT OFFICER			
170533095	STANEK, ROBERT ALLEN	IA	01/25/2018 9:00	12/26/17	PROPERTY DESTRUCTION			
170531750	STOKES, MATHEW LEE	IA	01/25/2018 9:00	12/26/17	PETIT THEFT			
170531749	TANK, ASHLEY KM	IA	01/18/2018 9:00	12/15/17	POSSESSION DRUG PARAPHERNALIA			
170531457	TAYLOR, SYBIL	DP	12/21/2017 9:00	12/8/17	FAIL TO YIELD RIGHT OF WAY-UNCO			
170531971	TAYLOR, TIFFANI PEARL	IA	01/25/2018 9:00	12/26/17	POSS CONTROLLED SUBSTANCE			
170531972	TAYLOR, TIFFANI PEARL	IA	01/25/2018 9:00	12/26/17	POSSESSION DRUG PARAPHERNALIA			
170531512	THOMAS, MARC ANTHONY	IA	01/25/2018 9:00	12/26/17	PETIT THEFT			
170532392	THOMAS, MARC ANTHONY	IA	01/18/2018 9:00	12/8/17	PETIT THEFT			
170532393	THOMAS, MARC ANTHONY	IA	01/18/2018 9:00	12/8/17	PETIT THEFT			
170532792	THOMAS, ZAVEON J	TR	01/04/2018 9:00	12/27/17	ASSAULT-4TH DEGREE	NG	12/27/17	
170532341	THOMPSON, NATHANIEL GEORGE E	IA	01/18/2018 9:00	12/8/17	POSS CONTROLLED SUBSTANCE			
170532342	THOMPSON, NATHANIEL GEORGE E	IA	01/18/2018 9:00	12/8/17	POSSESSION DRUG PARAPHERNALIA			
170532347	TISDALE, JASMINE RAE	IA	01/25/2018 9:00	12/15/17	STOP SIGN		\$	71.00
170532305	TODD, JANEY	CL	12/08/2017 9:06	12/5/17	SEATBELT	PG	12/5/17	12/5/17
170532352	VANCE, VALERIE JUNE	IA	01/25/2018 9:00	12/15/17	TRESPASS			
170532714	VASQUEZ, LEO	IA	01/11/2018 9:00	12/8/17	POSS INTOX BY A MINOR			
170532648	VICTOR, HECTOR	IA	02/15/2018 9:00	12/26/17	NO OPERATORS LICENSE		\$	100.00
170532649	VICTOR, HECTOR	IA	02/15/2018 9:00	12/26/17	NO PROOF OF INSURANCE			
170532650	VICTOR, HECTOR	IA	02/15/2018 9:00	12/26/17	STOP LIGHT-STEADY RED		\$	66.00
170531455	VILLATORO BARRIOS, ODILIA E	IA	01/11/2018 9:00	12/8/17	NO PROOF OF INSURANCE			
170532781	VILLATORO REYES, DANIEL WILFRED	IA	01/25/2018 9:00	12/26/17	NO PROOF OF INSURANCE			
170532518	WALD, KIRBY A	IA	01/25/2018 9:00	12/26/17	SEATBELT		\$	10.00
170532345	WALLACE, DYLAN W	IA	01/18/2018 9:00	12/15/17	DRIVING WHILE SUSPENDED			

DECEMBER 2017 MONTHLY JUDGEMENTS FILED

160578808	WALLIS, VERLIN	IA	01/11/2018 9:00	12/8/17	FAIL TO RETURN RENTAL PROPERTY			
170531463	WARD, MARVIN	SA	01/11/2018 9:00	12/26/17	POSS CONTROLLED SUBSTANCE	PG	12/28/17	12/28/17
170532350	WATSON, TANISHA DEVON	IA	01/25/2018 9:00	12/15/17	SPEEDING 10 - 24 OVER 46 MPH in e			\$ 64.00
170532351	WATSON, TANISHA DEVON	IA	01/25/2018 9:00	12/15/17	SEATBELT			\$ 10.00
160578810	WEBB, THOMAS	IA	01/25/2018 9:00	12/26/17	PETTIT THEFT			
170533098	WEST, AUSTIN NATHANIEL	IA	01/25/2018 9:00	12/26/17	NO OPERATORS LICENSE			\$ 100.00
170533099	WEST, AUSTIN NATHANIEL	IA	01/25/2018 9:00	12/26/17	FAIL YIELD TO EMERGENCY VEHICLE			
170533100	WEST, AUSTIN NATHANIEL	IA	01/25/2018 9:00	12/26/17	C & I DRIVING			\$ 126.00
170533101	WEST, AUSTIN NATHANIEL	IA	01/25/2018 9:00	12/26/17	NO PROOF OF INSURANCE			
170533102	WEST, AUSTIN NATHANIEL	IA	01/25/2018 9:00	12/26/17	IMPROPER REGISTRATION			\$ 95.00
170533103	WEST, AUSTIN NATHANIEL	IA	01/25/2018 9:00	12/26/17	DRIVE ATV ON CITY STREET			
170532068	WESTON, GARY DOUGLAS	IA	01/11/2018 9:00	12/8/17	IMPROPER REGISTRATION			\$ 95.00
170531755	WHETSTONE, MISTY RENE	IA	01/25/2018 9:00	12/26/17	DRIVING WHILE INTOXICATED			
170531756	WHETSTONE, MISTY RENE	IA	01/25/2018 9:00	12/26/17	NO OPERATORS LICENSE			\$ 100.00
170532073	WILEY, CASEY W	IA	01/18/2018 9:00	12/8/17	TRESPASS			
170532074	WILEY, CASEY W	IA	01/18/2018 9:00	12/8/17	PETTIT THEFT			
170532560	WILEY, CASEY W	IA	01/18/2018 9:00	12/15/17	PETTIT THEFT			
170532561	WILEY, CASEY W	IA	01/18/2018 9:00	12/15/17	TRESPASS			
170532761	WILLARD, JEREMIAH	DI	12/06/2017 9:00	12/6/17	NO PROOF OF INSURANCE			
170532762	WILLARD, JEREMIAH	CL	12/04/2017 15:55	12/4/17	IMPROPER REGISTRATION	PG	12/4/17	12/4/17
160578416	WILSON, WILLIAM T	IA	01/11/2018 9:00	12/8/17	POSS CONTROLLED SUBSTANCE			
170533097	WOODS, ALBERT LOUIS	IA	01/25/2018 9:00	12/26/17	NO PROOF OF INSURANCE			
170532631	YOUNG, RYAN ALEXANDER	IA	01/11/2018 9:00	12/8/17	SPEEDING 10 - 24 OVER 44 MPH in e			\$ 56.00

DECEMBER 2017 MONTHLY JUDGEMENTS FILED

STATUS DESCRIPTION:		
CL	CLOSED	17
DI	DISMISSED PRESENTED INSURANCE	6
DJ	DISMISSED BY JUDGE	0
DP	DISMISSED BY PROSECUTOR	3
DS	SENT TO STATE	0
IA	INITIAL ARRAIGNMENT	301
SA	SENTENCING	4
TR	TRIAL	9
UF	UNPAID FINES	7
VD	VOIDED DOCKET	3
WI	ATTORNEY ENTERED	12
	TOTAL	362

TRANSPORTATION NEWS



In Missouri, RTP grants are open to local governments, school districts, non-profit organizations. Missouri receives between \$1 and \$1.5 million per fiscal year. The maximum amount awarded is \$250,000 for trail projects. Sponsors must have a minimum of 20% match. Projects must be open to the public. The following is a list of projects that may be eligible:

- Restoration of existing trails
- Development and rehabilitation of trailside and trailhead facilities and trail linkages
- Purchase or lease of recreational trail construction and maintenance equipment
- Acquisition of easements and property for recreational trails (with restrictions for new trails on Federal lands).
- Assessment of trail conditions for accessibility and maintenance

Every Two years, on even years, MoDOT's Transportation Alternative Program is available for cities or counties to apply for. The application is not due until the fall, however, if your entity needs time to help raise the 20% match, now would be a good time to start. A minimum and maximum federal reimbursement range has been set at \$80,000 and \$400,000. The following is a list of eligible projects:

- On and off-road pedestrian and bicycle facilities
- Infrastructure projects for improving non-driver access to public transportation and enhanced mobility
- Community improvement activities such as historic preservation and vegetation Management
- Environmental mitigation related to storm water and habitat connectivity
- Recreational trail projects
- Safe routes to school projects and projects for planning
- Designing or constructing boulevards
- Other roadways largely in the right-of-way of former divided highways

For more information regarding Transportation Planning, [click here](#)

Upcoming Transportation Planning Events:

- Jan. 25: Transportation Advisory Committee (TAC) meeting At George Washington Carver National Monument @ 3:00 p.m.



REGION M SWMD NEWS

Region M is accepting applications for funding for educational projects in Vernon, Barton, Jasper, Newton and McDonald counties. Educational grants occur throughout the year and are limited to schools and non-profit organizations. For more information regarding educational grants, or an application packet, [click here](#)

UPCOMING REGION M EVENTS:

- Jan. 9 Region M Board Meeting @ HSTCC
- Feb. 25: Region M Board meeting and grantee presentations

OTHER GRANT OPPORTUNITIES

LOANS AVAILABLE FOR ENERGY IMPROVEMENTS

JEFFERSON CITY, Mo.—The Missouri Department of Economic Development is now accepting applications for low-interest energy improvement loans to public schools, public/private colleges and universities, local governments, local government/public owned airport facilities (municipal, county, regional, and international), public water and wastewater treatment facilities, and public/private not-for-profit hospitals. The department's Division of Energy is accepting loan applications from January 2, 2018 through March 30, 2018. [Review the grant here.](#)

Affordable Housing Loans - Low-Income Rural Communities Ongoing

The Housing Assistance Council (HAC) is a nonprofit that provides short-term loans at below market interest rates to local nonprofits, for-profits, and government entities developing affordable housing for low-income, rural communities. HAC's loans enable borrowers to acquire land, pay architectural and environmental fees and cover other costs that arise before construction loans are available. HAC loans may be used for predevelopment, acquisition, construction, self-help housing, and preservation. Loans are used for a wide variety of housing development purposes, for all types of affordable + mixed income projects, and for both rental + ownership units. [Review the grant here.](#)

Water + Waste Disposal Projects Grant Ongoing

USDA Rural Development is accepting applications for their Special Evaluation Assistance for Rural Communities and Households (SEARCH) grants program. The grants are awarded to eligible communities of less than 2500 persons to help fund predevelopment costs for proposed water and wastewater disposal projects. [Review the grant here.](#)

Hearst Foundations Grants for NPOs Ongoing

The Hearst Foundations support well-established nonprofit organizations that address issues in 4 areas: education, health, culture, and social service. [Review the grant here.](#)

USDA – Rural Relending Program Ongoing

USDA Rural Development's Intermediary Relending Program (IRP) provides low interest loans to intermediaries that re-lend to businesses to improve economic conditions and create or retain jobs in rural communities. [Review the grant here.](#)

Walgreens Community Grant Ongoing

The Walgreens Community Grant Program supports projects focused on improving access to health and wellness, pharmacy education programs + mentoring initiatives, civic + community outreach, and emergency + disaster relief. [Review the grant here.](#)

"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.