

**COUNCIL AGENDA  
CITY OF CARTHAGE, MISSOURI  
TUESDAY, JULY 24, 2018  
6:30 P.M. – COUNCIL CHAMBERS**

1. Call to Order
2. Invocation
3. Pledge of Allegiance to flag
4. Calling of the Roll
5. Reading and Consideration of Minutes of Previous Meeting
6. Presentations/Proclamations
7. Public Comments

(Each person addressing the Council shall state their name and address or the organization or firm represented and is limited to no more than five (5) minutes. The time may be extended by the chair if deemed necessary. Once a person has had their say on a particular issue they are not permitted to once again speak on the issue unless called to answer any further questions by the Council or Chair)

8. Reports of Standing Committees
9. Reports from Special Committees and Board Liaisons
10. Report of the Mayor
11. Reports/Remarks of Councilmembers

(Each Councilmember is limited to no more than two (2) minutes. The time may be extended by the Chair if deemed necessary. Once a Councilmember has had their say on a particular issue they are not permitted to once again speak on the issue unless permitted by the Chair)

12. Administrative Reports
13. Report of Claims Presented Against the City
14. Public Hearings
15. Old Business
16. New Business
17. Mayor's Appointments
18. Resolutions

1. **Resolution 1842** – A Resolution adopting a revised Policemen's and Firemen's Pension Plan Investment Policy, as recommended by the Policemen's and Firemen's Pension Board. (Budget Ways & Means)
2. **Resolution 1843** – A Resolution adopting a City of Carthage Investment Policy for public funds conforming to the Constitution of the State of Missouri and the City Charter, for the City of Carthage, Missouri. (Budget Ways & Means)

3. **Resolution 1844** – A Resolution providing for the formal acceptance of a donation by the City Council of the City of Carthage, Missouri pursuant to City Policy.
4. **Resolution 1845** – A Resolution of the Council of the City of Carthage, Missouri authorizing the approval of Change Order to the construction contract for the River Street and Fairview Avenue Intersection Improvements Project. (Mayor & Staff)

19. Closing Comments

20. Executive Session

**Closed session:** According to Section 610.021 (1) the agenda includes the possibility of a vote to close part of the meeting to discuss legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.

21. Adjournment

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

MINUTES OF THE MEETING OF THE CITY COUNCIL  
CITY OF CARTHAGE, MISSOURI  
July 10, 2018

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

The following Council Members answered roll call: Alan Snow, Brady Beckham, Juan Topete, David Armstrong, Tim Shields, Ceri Otero and Mike Daugherty. Council members Darren Collier, Kirby Newport and James Harrison were absent. City Administrator Tom Short and City Attorney Nate Dally were present.

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

Mr. Daugherty made a motion, seconded by Ms. Otero to approve the minutes of the June 26, 2018 Council Meeting. Motion carried unanimously.

During Citizens Participation Period: Auna' Willis, Carthage Humane Society employee, was present to discuss her involvement with the TNR and Spare Cat Rescue programs. She is diligently working to get the TNR program in compliance with current feral cat colony guidelines.

Mr. Topete reported the Budget, Ways and Means Committee met July 9. Mr. Topete made a motion, seconded by Mr. Shields, to accept the proposal from Superior for \$330,910 for a report management system at the Police Department. Motion passed. Changes in the investment allocations included in the Police & Fire Pension Fund were reviewed and approved. Also, an Investment Policy for the City was reviewed and approved. Both investment policies will appear as Resolutions at the July 24 Council Meeting.

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

Mr. Shields reported the Public Safety Committee is between meetings with the next meeting scheduled for July 16.

Mr. Beckham reported the Public Services Committee met on July 2. Bids for a new mower were reviewed. Mr. Beckham made a motion, seconded by Mr. Daugherty, to accept the best bid from Race Brothers for a Cub Cadet for \$8,894.00. Motion passed. Other items discussed are being presented as Resolution 1840 and 1841. Tentative date for the next meeting is August 8 at 6:00 p.m.

Mr. Daugherty reported the Public Works Committee was between meetings with the next meeting scheduled for August 7.

Special Committee and Board Liaison reports were given by Mr. Topete for the Tree Board and Kellogg Lake Board, Mr. Armstrong for the Planning & Zoning, and Ms. Otero for the Harry S Truman Coordinating Council and the Carthage Humane Society.

Mayor Rife reported on doing the official start of the Boom Run on July 4.

During Council Member reports, Mr. Armstrong asked Chief Dagnan about extending services for Superior RMS to surrounding smaller communities. Mr. Daugherty and Mr. Shields reported on their attendance at the fireworks display.

City Attorney Nate Dally reported on his attendance at the fireworks display.

Police Chief Greg Dagnan reported on road closures beginning July 28 for Marian Days.

Fire Chief Roger Williams reported on the successful management of the fireworks display and gave an update on construction progress for Fire Station No. 2.

Parks Director Alan Bull reported that the Jasper County Fair officially kicks off on July 11.

City Administrator Tom Short reported on the following: a successful fireworks display, change to the FY 2019 Budget, June financials, advertisement for the Judge's position until July 31, a meeting with Springsted, a meeting with the mayor and city attorney to discuss court operations and transitions with the addition of the Prosecuting Attorney Clerk, the CMR dinner on July 19, the CWEP blood drive on July 20, and sales tax revenues.

The Committee on Claims filed a report in the amount of \$889,815.07 against the following funds: General Revenue \$275,322.46, Public Health \$1,326.39, Public Safety \$1,059.96, Golf Course \$6,751.55, Lodging \$16,559.98, Civic Enhancement \$8,000.00, Parks & Rec Fund \$48.49, Library \$26,992.38, Capital Improvements \$266,400.49, and Payroll \$287,353.37. Ms. Otero made a motion, seconded by Mr. Armstrong, to accept the report and allow the claims. Motion carried.

Mr. Daugherty made a motion, seconded by Mr. Topete, to approve Resolution 1840, a Resolution approving the declaration of the Parks Department gang mower frames and reels as surplus to the City's needs and authorizing their disposition. Resolution passed.

Mr. Beckham made a motion, seconded by Mr. Daugherty, to approve Resolution 1841, a Resolution of the Council of the City of Carthage, Missouri authorizing the approval of change order No. 2 for the Central Park sidewalk replacement project and increasing the project budget by an amount not to exceed \$5,000. Resolution passed.

During closing remarks, Mr. Armstrong reported on the assistance of the Police Department in directing traffic after the fireworks display and the rapid response of the Street Department in removing a tree from Baker Blvd.

Mr. Daugherty made a motion, seconded by Mr. Armstrong, to adjourn the regular session of the Council Meeting. Motion carried and meeting adjourned at 6:59 PM.

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Dan Rife, Mayor

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Traci Cox, City Clerk

***OLD  
BUSINESS***

***NEW  
BUSINESS***

***MAYOR'S  
APPOINTMENTS***

# ***RESOLUTIONS***

**RESOLUTION NO. 1842**

**A RESOLUTION ADOPTING A REVISED POLICEMEN'S AND FIREMEN'S PENSION PLAN INVESTMENT POLICY, AS RECOMMENDED BY THE POLICEMEN'S AND FIREMEN'S PENSION BOARD.**

**WHEREAS**, the City Council of the City of Carthage has adopted a formal written Investment Policy for the Policemen's and Firemen's Pension Plan; and

**WHEREAS**, the City Council of the City of Carthage in 2011 revised Asset Allocation targets and ranges of the Investment Policy for the Policemen's and Firemen's Pension Plan as recommended by the Policemen's and Firemen's Pension Board; and

**WHEREAS**, the Policemen's and Firemen's Pension Board has again recommended the City Council of the City of Carthage to amend the Asset Allocation targets and ranges.

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

The City of Carthage hereby adopts and approves a revised Policemen's and Firemen's Pension Plan Investment Policy Statement, a true copy of which is attached hereto and incorporated herein as if set out in full.

**PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2018.**

\_\_\_\_\_  
**Dan Rife, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Traci Cox, City Clerk**

**CITY OF CARTHAGE, MISSOURI**  
**POLICEMEN'S AND FIREMEN'S PENSION PLAN**  
**INVESTMENT POLICY STATEMENT**

July 24, 2018 (amended)

**Purpose**

The purpose of this investment policy is to provide a clear understanding of the investment policies, guidelines and objectives for the City of Carthage's Policemen's and Firemen's Pension Plan (Pension Plan), for the Carthage City Council, the Policemen's and Firemen's Pension Committee (Pension Committee), investment managers, investment advisors and others.

This document provides a governing basis for the management and disposition of all assets (including cash and non-cash items) held as investments by the Pension Plan.

The following guidelines have been set forth to give the investment managers/advisors/consultants an overview of the general investment philosophy and orientation of the Trustee's responsible for the fund. The intent is to give broad direction allowing for the flexibility necessary for the managers/advisors/consultants to successfully implement the investment strategy.

**Organization**

This plan is a defined benefit Pension Plan for the Police and Firefighters of the City of Carthage. The Pension Plan is a qualified pension plan and trust as defined in the Internal Revenue Code. Therefore, this Plan is exempt from Federal and State income taxes. The purpose of the fund is to provide retirement benefits to participants of the Plan.

The primary function of the Pension Committee is to administer the Plan for the exclusive benefit of the participants and their beneficiaries, subject to the specific terms of the Plan.

The City Council has allocated to the Pension Committee the responsibility for implementing these guidelines. The Pension Committee may employ at its discretion an investment manager to manage all or a designated portion of the assets of the Pension Plan to accomplish the Pension Plan's objectives.

The City Council and Pension Committee members acting in accordance with this Investment Policy Statement (and/or procedures established or to be established) and exercising due diligence shall be relieved of personal liability for an individual securities credit risk or market change.

**Investment Objectives**

The principal objectives of the Pension Plan's investment program shall be:

§ **Safety of Capital** - Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is

required so potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

§ **Prudence** - The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this policy.

The "prudent person" standard states that, "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

§ **Liquidity** - The investment portfolio shall remain sufficiently liquid to enable the Fund to meet all operating requirements which may be reasonably anticipated.

§ **Return on Investments** - The primary goal of the Fund will be to earn a return (along with contributions) that will adequately fund current and future obligations of the Plan. The investment portfolio shall be designed to attain as a minimum, a market average rate of return taking into account the cash flow needs of the fund and the investment restrictions placed on the account.

§ **Preservation of Purchasing Power After Spending** - The goal is to achieve returns in excess of the rate of inflation plus spending over the investment horizon in order to preserve purchasing power of fund assets.

Achieving these objectives will require assuming a moderate level of risk, a long-term investment horizon and diversification among assets. Although the investment objectives are long-term, each quarter there will be a review the performance and activities in the meeting the investment objectives stated in this plan.

### **Funding Of Withdrawals/Distributions**

The fund has requirements and expectations for periodic withdrawals for benefits and expenses. The investment managers will be made aware of these requirements and will be responsible for employing a strategy to meet these needs. The Fund would anticipate that the funds needed could most often be provided from cash and cash equivalents, fund contributions and investment income earnings.

## **Approved Investments**

The Fund may hold the following types of securities:

### **§ Cash and Equivalents**

Short-term investments (maturities less than one year) shall consist of obligations of the U.S. Government, U.S. Agencies of one year maturity or less. Additionally, a money market fund or comparable investment vehicle with like investments may be used.

### **§ Fixed Income**

The quality of the fixed income securities shall be in accordance with Missouri statute and restricted to U.S. Government bonds and U.S. Agencies. Any exception will be those specifically identified in the statute.

### **§ Equities**

The portfolio may hold common stocks, variable annuities or mutual funds that invest in common stocks of publicly traded companies on U.S. Exchanges, Foreign Exchanges represented in the EAFE index, NASDAQ listed stocks and securities convertible into such stocks. Equity investments in any major sector classification shall not exceed 20% of the market value of the total equity portfolio. Equity investments in any single issue shall not exceed 7% of the equity portfolio at market value.

### **Investment Advisor/Consultant**

The Pension Committee is ultimately responsible for complying with all applicable laws, rules and regulations set by the Missouri Department of Insurance. The Pension Committee may utilize the services of an Investment Advisor/Consultant to be responsible for investment manager or mutual fund selection and oversee fixed income recommendations and purchases. The Investment Manager, Advisor and/or Consultant shall act as a fiduciary to the equity and fixed income segments of the Fund. The Investment Advisor/Consultant shall have discretion relative to the equity segment of the Fund, but not the fixed income segment. The Pension Committee should also periodically utilize the services of an independent Investment Consultant to provide performance evaluation and analysis.

Any investment manager, advisors or consultants are responsible for making the Pension Committee aware of all investment decisions regarding the assets of the fund. This includes promptly notifying the Pension Committee of any change in portfolio management, management style, analytical or management personnel.

The Investment Manager, Advisor and/or Consultants will, therefore, be accountable for actions to comply with the objectives and guidelines outlined herein. The investments should be adequately diversified to reduce risk, but the interpretation of Adequate is up to the Pension Committee or City Council.

It is expected the Investment Manager, Advisor and/or Consultants will provide personal consultation with the Pension Committee on a quarterly basis in addition to printed reports and financial statements.

### **Prohibited Transactions**

Investment activities in the following are prohibited:

- \$ Margin purchases
- \$ Private placements or other restricted securities
- \$ Commodities
- \$ Foreign issues, unless traded on U.S. exchanges or markets
- \$ Futures transactions
- \$ Options transactions
- \$ Derivative transactions

### **Asset Allocation**

The following targets and ranges shall apply to each of the asset classes:

	<b>Min.</b>	<b>Target</b>	<b>Max.</b>
<b>Equities</b>	45%	60%	65%
Large Cap	70%	75%	80%
Mid Cap	0%	5%	10%
Small Cap	0%	5%	10%
International	10%	15%	20%
<b>Fixed</b>	35%	40%	55%

### **Re-Balancing**

In the event the above asset allocation guidelines are broken, for reasons including but not limited to market price fluctuations, the Committee will instruct the Investment Manager to bring the portfolio into compliance with these guidelines as promptly and prudently as possible if market conditions are favorable.

## **Evaluation and Performance Criteria**

Investment Manager's and fund portfolio's can expect to be evaluated using both absolute and relative criteria. Performance of the Manager or fund shall be measured on a quarterly basis versus an appropriate benchmark that fairly reflects their investment style. Each manager is expected to outperform their benchmark over a 3-5 year time period on a net basis.

The Total Fund performance shall be measured versus the Policy Index. The Policy Index is composed of 40% S&P 500, 8% EAFE Index, 50% Merrill Lynch Government Master Bond Index and 2% T-bills.

The Total Fund shall exceed a target return of 7.5% on an annual basis.

## **Communication and Review**

§ **Quarterly:** Investment Manager, Advisor and/or Consultants should expect to provide quarterly portfolio presentations to the Pension Committee which will include reports of portfolio status, time-weighted returns in accordance with Association for Investment Management and Research performance measurement standards, performance comparisons to appropriate benchmarks, economic outlook, investment strategy and other related matters which would be of interest to the Pension Committee. The Consultant shall report on a quarterly basis the fixed income brokerage costs as well as PFA mutual fund fees.

§ **Annual:** The Investment Manager, Advisor and/or Consultants shall report to the Pension Committee all fees and commissions that are charges to the Fund.

§ **Ongoing:** Ongoing communication by phone, letter or personal consultation will be required as deemed necessary by the Investment Advisor and/or the Investment Committee.

The City Council and the Pension Committee places great trust in an emphasis on the investment strategy employed by the plan's managers, advisor and consultants. Any material changes to or deviations from a previously outlined approach, changes in management or investment personnel must immediately be communicated and justified to the Pension Committee and the City Council.

## **Plan Review**

The managers, advisors and or consultants shall be responsible for reviewing these guidelines with the Pension Committee at least annually to assure that they remain valid and relevant. Any recommendations as to changes should be submitted to the Pension Committee in writing.

The statement set forth herein shall be effective as of July 24, 2018, until otherwise amended in writing by the City Council of the City of Carthage.

The Pension Committee requires the Chairman, Secretary and Treasurer to approve the above Investment Policy Statement by signing as indicated below. The Pension Committee further requires the remaining trustees acknowledge that they have read and understand the provisions of this document by signing as indicated below.

Approved by:

Policemen's and Firemen's Pension Plan

City of Carthage

Chairman

\_\_\_\_\_  
Mayor, Dan Rife

Secretary

Treasurer

Trustee

Trustee

Trustee

Trustee

**RESOLUTION NO. 1843**

**A RESOLUTION ADOPTING A CITY OF CARTHAGE INVESTMENT POLICY FOR PUBLIC FUNDS CONFORMING TO THE CONSTITUTION OF THE STATE OF MISSOURI, AND THE CITY CHARTER, FOR THE CITY OF CARTHAGE, MISSOURI.**

**WHEREAS**, Article IV, Section 15 of the Missouri Constitution sets forth the investments that may be used when investing public funds; and

**WHEREAS**, Article VI, Section 23 of the Missouri Constitution prohibits political subdivisions from owning corporate stock and Section 25 of the same Article prohibits the lending of money or granting of credit to aid any corporation, association or individual, subject to certain exceptions; and

**WHEREAS**, Missouri law requires all political subdivisions with authority to invest funds in a manner other than in depository accounts to adopt and comply with a formal written investment policy (Mo. Rev. Stat. §30.950).

**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 hereby adopts and will comply with the City of Carthage's formal written Investment Policy, a true copy of which is attached hereto and incorporated herein as if set out in full.

**PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2018.**

\_\_\_\_\_  
**Dan Rife, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Traci Cox, City Clerk**

## **CITY OF CARTHAGE INVESTMENT POLICY**

### **1. Generally**

It is the policy of the City of Carthage, Missouri to invest public funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the City and while conforming to the Constitution of the State of Missouri, and the City Charter of the City of Carthage, Missouri.

### **2. Scope**

This policy applies to the investment of all operating funds of the City of Carthage except for the Policeman/Fireman's Pension Trust Fund and Fiduciary Funds. The financial assets of all other funds, including the General Fund, Special Revenue Funds, Capital Improvements Funds, Internal Service Funds, and any other funds that may be created from time to time, shall be administered in accordance with the provisions of this policy.

#### **a. Pooling of Funds**

Except for cash in certain restricted and special funds, the City of Carthage will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

#### **b. External Management of Funds**

Investment through external programs, facilities and professionals operating in a manner consistent with this policy will constitute compliance.

### **3. General Objectives**

The primary objectives of investment activities shall be safety, liquidity, and yield.

#### **a. Safety**

Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio and will comply with statutory or other legal requirements. The objective will be to mitigate credit risk and interest rate risk.

##### **1. Credit Risk**

The City of Carthage will minimize credit risk, the risk of loss due to the failure of security issuer or backer, by:

- Pre-qualifying the financial institutions, broker/dealers, intermediaries and advisors with which the City of Carthage will do business.

- Diversifying the portfolio so that potential losses on individual securities will be minimized.

## 2. Interest Rate Risk

The City of Carthage will minimize the risk that the market value of securities in the portfolio will fall due to changes in general interest rates, by:

- Structuring the investment portfolio so that securities mature meet cash requirements for ongoing operations or contractual requirements, thereby avoiding the need to sell securities on the open market prior to maturity.
- Investing operating funds primarily in shorter-term securities.

### b. Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating or contractual requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands (static liquidity). Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets (dynamic liquidity). A portion of the portfolio also may be placed in bank deposits or repurchase agreements that offer same-day liquidity for short-term funds.

### c. Yield

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall not be sold prior to maturity with the following exceptions:

- A security with declining credit may be sold early to minimize loss of principal.
- A security exchange would improve the quality, yield, or target duration in the portfolio.
- Liquidity needs of the portfolio require that the security be sold.

## 4. Standards of Care

- a. Prudence: The standard of prudence to be used by investment officials shall be that of a "prudent person", which states, "investments shall be made with the judgment and care, under circumstances then prevailing, which person of prudence, discretion, and intelligence exercise in their management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived" and shall be applied in the context of managing the entire portfolio.

- b. **Ethics and Conflicts of Interest:** Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program or that could impair their ability to make impartial decisions. All participants in the investment process shall seek to act responsibly as custodians of the public trust. Employees and investment officials shall disclose any material interest in financial institutions related to the performance of the investment portfolio. Investment officials, other than officers and employees of the City, providing financial advice or recommendations on the purchase or sale of investments shall acknowledge that they have reviewed this investment policy.
- c. **Delegation of Authority:** The Finance Officer is designated as the Investment Officer of the City of Carthage and is responsible for investment decisions and activities, under the direction of the City Administrator. The Investment Officer shall act in accordance with the established written procedures and internal controls for the operation of the investment program consistent with the investment policy. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the investment officer. The investment officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. Investment officials, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported immediately and appropriate action is taken to control adverse developments.

## 5. Investment Transactions

- a. **Authorized Financial Dealers and Institutions:** A list shall be maintained of financial institutions authorized to provide investment services. Financial institutions shall provide their most recent Consolidated Report of Condition ("call" report) at the request of the City of Carthage. An annual review of the financial condition and registration of qualified financial institutions and broker/dealers will be conducted by the investment officer.
- b. **Internal Controls:** The investment officer is responsible for establishing and maintaining an internal control structure that will be reviewed annually with the City of Carthage independent auditor. The internal control structure shall be designed to protect from loss, theft or misuse and to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits require estimates and judgements by management.

Internal controls shall address the following points:

- Control of collusion.
- Separation of transaction authority from accounting and record keeping.
- Custodial safekeeping.
- Avoidance of physical delivery securities.
- Clear delegation of authority to subordinate staff members.
- Written confirmation of transactions for investment and wire transfers.
- Development of a wire transfer agreement with the lead bank and third

party custodian.

- c. **Delivery vs. Payment:** All trades where applicable will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in eligible financial institutions prior to the release of funds. All securities shall be perfected in the name for the account of the City of Carthage and shall be held in safekeeping.

6. **Suitable and Authorized Investments**

- a. In accordance with, and subject to, requirements imposed by Missouri law, the following list represents the range of investments the City of Carthage may consider and be authorized for the investment of funds.
  1. **United States Treasury Securities:** Obligations of the United States government for which the full faith and credit of the United States are pledged for the full and timely payment of principal and interest.
  2. Bonds, notes or other obligations of the State of Missouri, or any political subdivision of the State of Missouri, that at the time of their purchase are rated in either of the two highest rating categories by a nationally recognized rating service;
  3. Repurchase agreements with any bank, bank holding company, savings and loan association, trust company, or other financial institution organized under the laws of the United States or any state, that are continuously and fully secured by any one or more of the securities described in clause (1), (2) or (4) and have a market value at all times at least equal to the principal amount of such repurchase agreement and are held in a custodial or trust account for the benefit of the City;
  4. Obligations of Government National Mortgage Association, the Federal Financing Bank, the Federal Intermediate Credit Corporation, Federal Banks for Cooperatives, Federal Land Banks, Federal Home Loan Banks and Farm Service Agency, or their successors and assigns;
  5. Certificates of deposit or time deposits, whether negotiable or nonnegotiable, issued by any bank or trust company organized under the laws of the United States or any state, provided that such certificates of deposit or time deposits shall be either continuously and fully insured by the Federal Deposit Insurance Corporation, or continuously and fully secured by such securities as are described above in clauses (1) through (4) above, inclusive, which shall have a market value at all times at least equal to the principal amount of such certificates of deposit or time deposits;
  6. Money market mutual funds that invest in securities described in clause (1) or (4) and that are registered with the federal Securities and Exchange Commission (SEC), meeting the requirements of Rule 2a-7 under the Investment Company Act of 1940, and that are rated in either of the two highest categories by a nationally recognized rating service; and
  7. Any other securities or investments that are lawful for the investment of moneys held in such funds or accounts under the laws of the State of Missouri.

**b. Security Selection**

The following list represents the entire range of United States Agency Securities that the City of Carthage will consider and which shall be authorized for the investment of funds by the City of Carthage. Additionally, the following definitions and guidelines should be used in purchasing the instruments:

- U.S Govt. Agency Coupon and Zero Coupon Securities. Bullet coupon bonds with no embedded options with maturities of five (5) years or less.
- U.S Govt. Agency Discount Notes. Purchased at a discount with maximum maturities of one (1) year.
- U.S Govt. Agency Callable Securities. Restricted to securities callable at par only with final maturities of five (5) years or less.
- U.S Govt. Agency Step-up Securities. The coupon rate is fixed for an initial term. At coupon date, the coupon rate rises to a new higher fixed term. Restricted to securities with final maturities of five (5) years or less.

**c. Investment Restrictions and Prohibited Transactions**

To provide for the safety and liquidity of the city's funds, the investment portfolio will be subject to the following restrictions:

- Borrowing for investment purposes ("Leverage") is prohibited.
- Instruments known as variable rate demand notes, floaters, inverse floaters, leveraged floaters, and equity-linked securities are not permitted. Investment in any instrument, which is commonly considered a "derivative" instrument (e.g. options, futures, swaps, caps, floors, and collars) is prohibited.
- Contracting to sell securities not yet acquired in order to purchase other securities for purpose of speculating on developments or trends in the market is prohibited.

**d. Collateralization**

Collateralization will be required on two types of investments: certificates of deposit and repurchase agreements. The market value (including accrued interest) of the collateral should be at least 100%.

For certificates of deposit, the market value of collateral must be at least 100% or greater of the amount of certificates of deposits plus demand deposits with the depository, less the amount, if any, which is insured by the Federal Deposit Insurance Corporation, or the National Credit Unions Share Insurance Fund.

All securities, which serve as collateral against the deposits of a depository institution, must

be safe kept at a non-affiliated custodial facility. Depository institutions pledging collateral against deposits must, in conjunction with the custodial agent, furnish the necessary custodial receipts within five business days from the settlement date.

All collateralization reports will be sent to the City's Investment Officer monthly in an effort to ensure proper collateralization of a deposits. Any changes in the categories of collateral must be approved by the Investment Officer prior to execution.

The City of Carthage shall have a depository contract and pledge agreement with each safekeeping bank that will comply with the Financial Institutions, Reform, Recovery, and Enforcement Act of 1989 (FIRREA). This will ensure that the entity's security interest in collateral pledged to secure deposits is enforceable against the receiver of a failed financial institution.

e. Repurchase Agreements

These securities for which repurchase agreements will be transacted will be limited to U.S Treasury and government agency securities that are eligible to be delivered via the Federal Reserve Fedwire book entry system. Securities will be delivered to the city's designated Custodial Agent. Funds and securities will be transformed on a delivery vs. payment basis.

7. Investment Parameters

a. Diversification

The investments shall be diversified to minimize the risk of loss resulting from over concentration of assets in specific maturity, specific issuer, or specific class of securities. Diversification strategies shall be established and periodically reviewed. At a minimum, diversification standards by security type and issuer shall be:

- U.S treasuries and securities having principal and/or interest guaranteed by the U.S government.....100%
- Collateralized time and demand deposits.....100%
- U.S Government agencies, and government sponsored enterprises.....no more than 70%
- Collateralization repurchase agreements.....no more than 50%
- U.S Government agency callable securities.....no more than 50%

b. Maximum Maturities

To the extent possible, the City of Carthage shall attempt to match its investments with anticipated cash flow requirements. Investments in repurchase agreements shall mature and become payable not more than ninety days (90) from the date of purchase. The City of Carthage shall adopt weighted average maturity limitations that should not exceed three (3) years and is consistent with the investment objectives.

Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as in bank deposits or overnight repurchase agreements to ensure that appropriate liquidity is maintained to meet ongoing obligations.

8. Reporting

The investment officer shall generate reports no less than quarterly for the governing body of the City of Carthage and for management purposes.

9. Performance Standards

The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return during a market/economic environment of stable interest rates. A series of appropriate benchmarks may be established against which portfolio performance shall be compared on a regular basis.

10. Policy Considerations

- a. At maturity or liquidation, such investments shall be reinvested only as provided by this policy.
- b. This policy shall be formally approved and adopted by the governing body of the City of Carthage. This policy shall be reviewed on an as-needed basis and any changes must be approved by the governing board for approval and re-adoption.

This Policy shall be in full force and effect after its adoption.

**RESOLUTION NO. 1844**

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

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

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

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

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

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

That the City accepts a donation from the Fair Acres Family YMCA, Inc., in the amount of \$100.00 and the Southwest Missouri Community Alliance (The Alliance of Southwest Missouri) in the amount of \$300.00 for D.A.R.E. shirts for the D.A.R.E. Program at the Carthage Police Department.

**PASSED AND APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2018.**

\_\_\_\_\_  
**Dan Rife, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Traci Cox, City Clerk**

### **CITY ADMINISTRATOR DONATION REPORT:**

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

**There will be no adverse impact or additional operating costs associated with the acceptance of the donation for the DARE Program in the Police Department.**

**RESOLUTION NO. 1845**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CARTHAGE, MISSOURI AUTHORIZING THE APPROVAL OF CHANGE ORDER TO THE CONSTRUCTION CONTRACT FOR THE RIVER STREET AND FAIRVIEW AVENUE INTERSECTION IMPROVEMENTS PROJECT.**

**WHEREAS**, change orders which are revisions to a construction contract are an integral part of construction contracts administered by the City; and

**WHEREAS**, decisions on change orders must often be made in a timely manner to allow the contractor to continue with the work with a minimum of administrative delay; and

**WHEREAS**, no payment shall be made or obligation incurred against any allotment or appropriation except in accordance with appropriations duly made and unless there is a sufficient unencumbered balance in such allotment or appropriation and that sufficient funds therefrom are or will be available to cover the claim or meet the obligation when it becomes due and payable; and

**WHEREAS**, the City of Carthage has established a formal policy and procedure which allows the approval of change orders; and

**WHEREAS**, the proposed Change Order meets the policy guidelines and has been reviewed and recommended by the appropriate staff and parties to the contract;

**NOW, THEREFORE BE IT RESOLVED, BY THE COUNCIL OF THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI**, that Attachment Change Order is hereby approved.

**PASSED AND APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2018.**

**Attest:**

---

**Dan Rife, Mayor**

---

**Traci Cox, City Clerk**



CHANGE ORDER NO. 6

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

River Street and Fairview Avenue (Hwy. E)  
Intersection Improvements  
Carthage, Missouri  
7/17/18

Dear Sir:

This change order is issued to authorize a change in the scope of contractual obligations and to revise the contract price in accordance thereof.

Item No.	Item Description	Unit	Qty.	Unit Price	Extended Total
1-6	Rock Ditch Check	EA	-3	\$ 100.00	\$ (300.00)
1-7	Silt Sock	LF	-1600	\$ 4.00	\$ (6,640.00)
1-19	"S" Curb	LF	96	\$ 25.00	\$ 2,400.00
1-27	Bituminous Base Course (PG64-22)(4" thick)	SY	-680	\$ 19.00	\$ (12,920.00)
1-28	Type 1 Aggregate	SY	364.5	\$ 10.00	\$ 3,645.00
1-29	Type 2 Preformed Marking Tape 24" (white)	LF	-34	\$ 20.00	\$ (680.00)
1-30	White Acrylic Waterborne Paint (4" wide)	LF	-6	\$ 2.00	\$ (12.00)
1-31	Yellow Acrylic Waterborne Paint (24" wide)	LF	-34	\$ 4.00	\$ (138.00)
1-32	Yellow Acrylic Waterborne Paint (4" wide)	LF	1353	\$ 3.00	\$ 4,059.00
2-1	18" RCP	LF	20	\$ 95.00	\$ 1,900.00
CO6-37	Bituminous Base Course (PG64-22)(2" thick)	SY	1380	\$ 8.00	\$ 10,880.00
CO6-38	Concrete Slope Protection	SY	9.7	\$ 75.00	\$ 727.50
CO6-39	Concrete Splatter Coating on Rock Blanket	CY	4	\$ 200.00	\$ 800.00

**TOTAL AMOUNT** \$ 3,723.50

Change Order Number 1, Net ADD	\$ -
Change Order Number 2, Net ADD	\$ 2,070.96
Change Order Number 3, Net ADD	\$ 312.50
Change Order Number 4, Net ADD	\$ 15,600.00
Change Order Number 5, Net ADD	\$ 14,950.00
Change Order Number 6, Net ADD	\$ 3,723.50
Original Contract Amount	\$ 447,883.50
Revised Contract Amount, per Change Order #6	\$ 484,540.46

ACCEPTED BY ENGINEER:  
Anderson Engineering

Jason Eckhart, Vice President

By: Jason Eckhart

Date: 7/17/18

ACCEPTED BY OWNER:  
City of Carthage, MO

Dan Rife, Mayor

By: \_\_\_\_\_

Date: \_\_\_\_\_

ACCEPTED BY CONTRACTOR:  
Bennett, Inc.

Printed Name: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

***MINUTES***  
***STANDING***  
***COMMITTEES***

BUDGET WAYS & MEANS COMMITTEE  
MONDAY, JULY 9, 2018 5:30 P.M.  
CITY HALL COUNCIL CHAMBERS

**MEMBERS PRESENT:** Juan Topete, Tim Shields, and Alan Snow. Darren Collier was absent.

**OTHERS PRESENT:** Mayor Dan Rife, City Administrator Tom Short, City Clerk Traci Cox, Council Member Ceri Otero, Fire Chief Roger Williams, Police Chief Greg Dagnan and John Hacker.

Mr. Topete 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:**

**Approval of minutes from previous meeting:** Mr. Shields made a motion to approve the minutes for the June 11 meeting of the Budget Ways & Means Committee. Motion carried 3-0.

**NEW BUSINESS:**

**Consider and discuss recommendation of Police RMS software proposals.**

*"The Police Department has been investigating replacing their report management system for at least the past seven or eight months. They had scheduled three on-site demos of the RMS software providers. These were, Omnigo, Superion and Tyler. They also requested a demo from the current vendor, Global Technologies (TAC 10) who did not respond and were eliminated from further consideration in the process. The demo from Superion was more impressive than the others compared to the department's needs. The original price started out at up to \$800,000. Since then it has been negotiated down to the \$330,910 amount in the budget. Staff's recommendation is to go with Superion. We will bring additional information to the meeting. This item has been discussed with the Public Safety Committee at numerous points during the process and have supported the Superion package."*

Mr. Short discussed the bid process and negotiations. Mr. Snow moved to accept the Superion proposal for \$330,910. Motion passed 3-0.

**Consider and discuss changes to Police and Firemen's pension Investment policy.**

*"The Police and Firemen's Pension Fund Committee recommended, at their last meeting, to adjust their Asset Allocation under the Investment Policy approved by the City Council. The policy is attached. The motion, made and approved, requested the Council approval of a 60/40 split of stocks vs fixed income. The funds are currently close to this anyway and it was about to get reset back to 50/50."*

Mr. Short reviewed the current asset allocation guidelines for the Police & Fire Pension Fund and the proposed changes which would change the equities asset allocation

minimum to 45% and maximum to 65% and the fixed asset allocation minimum to 35% and maximum to 55%, with the target being 60% equities and 40% fixed. Mr. Shields moved to approve the changes in the asset allocation of the Police & Fire Pension Fund. Motion passed 3-0.

### **Consider and discuss City Investment Policy.**

*“Staff has recommended investing City funds in higher yielding instruments other than our checking account. The checking account yields about .1%. Other instruments can generate up to 18 times more yield than these.”*

Mr. Short informed the committee that Missouri State Statutes require municipalities implement an Investment Policy prior to investing city funds. Staff has been working with MOSIP to determine an investment plan for the city's funds, thus necessitating an investment policy. The policy has been reviewed by Gilmore & Bell with minor changes made. Mr. Snow made a motion to approve the Investment Policy. Motion passed 3-0.

### **Staff Reports:**

*“The **Sales Tax** report for July's General Fund's 1% Sales Tax is included. Receipts for July, the first month of the fiscal year, showed a decrease of 4.09% from the same month last Fiscal Year. This amounted to approximately \$10,130 less than the same month last year. Overall, we had budgeted an increase of .01% from the previous year's budgeted amount for Sales Tax. However, actual receipts for fiscal year 2018 fell short of projections. Final fiscal 2018 year-to-date numbers ended up 3.45% (\$77,102) higher than 2017 but approximately 3.16% (\$75,348) below what was budgeted. Hopefully, Sales Taxes will improve over the remainder of the fiscal year. There will also be a **future budget adjustment** in fiscal 2019 for carry-over (capital) projects from fiscal 2018's budget for projects that could not be completed in the fiscal 2018 due to various circumstances. **Change Order #2** on the Council agenda for Tuesday, extends the Central Park Sidewalk Project to complete all phases of the project. The budgeted amount in the fiscal 2019 budget for this is \$135,000. The C.O. is for approximately \$140,000. The difference is to come from other projects in the Fund at this point and a budget adjustment will not be needed. Included is the **Budget Report** June (year-end) 2018. This is an unaudited and unadjusted statement. Auditors are due in to start field work and develop the year-end statements. We'll report on these preliminary numbers at the meeting.”*

Mr. Short reviewed current sales tax revenues. Capital projects for the 2017-2018 FY are being finalized to determine carryover amounts for a future adjustment in the 2019 Budget. Financial reports for June were also reviewed noting that June has not yet been closed.

**Other Business:** None

**ADJOURNMENT:** The meeting adjourned at 5:55 P.M. on motion by Mr. Shields.

Respectfully submitted,  
Traci Cox

**COMMITTEE ON INSURANCE/AUDIT AND CLAIMS  
TUESDAY, JULY 10, 2018  
CITY HALL COUNCIL CHAMBERS**

**COMMITTEE MEMBERS PRESENT:** Ceri Otero, Brady Beckham and David Armstrong. Kirby Newport was absent.

**OTHER COUNCIL MEMBERS:** None.

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

Chairperson Ceri Otero called the meeting to order at 5:30 P.M.

**OLD BUSINESS:**

**Approval of minutes from previous meeting:** On a motion by Mr. Armstrong, the minutes of the June 26, 2018 meeting were approved 3-0.

**Review and approval of the Claims Report:** The Committee discussed items regarding the Claims Report before it was approved 3-0 on a motion by Mr. Armstrong.

**NEW BUSINESS:**

**Staff Reports:**

City Clerk Traci Cox reported Missouri State Statutes require passage of an Investment Policy prior to implementing investment of city funds. The Budget Committee approved an Investment Policy that will be taken to the July 24 Council Meeting in the form of a Resolution. After passage of the Resolution, funds can then be moved into the liquid account with MOSIP until formal bids for investment of city funds can be accepted. Staff will be meeting with a representative from Beimdiek Insurance Agency on July 12 to discuss a Wellness Program and future health insurance rates.

Mr. Short reported on a meeting with the Mayor and City Attorney to discuss the transitioning of the court system with the addition of a Prosecuting Attorney Clerk. The Judge's position is currently being advertised with July 31 being the deadline for taking applications.

**ADJOURNMENT:** Mr. Beckham made a motion to adjourn at 6:08 PM. Motion carried 3-0.

Traci Cox  
City Clerk

***MINUTES***  
***SPECIAL***  
***COMMITTEES***  
***AND BOARDS***

# DRAFT APPROVED

The Carthage Public Library Board of Trustees Meeting Minutes – June 2018

The Carthage Public Library Board of Trustees met Tuesday, June 12, 2018 in the Carthage Public Library Board Room. The meeting was called to order at 5:15 pm by Sandy Swingle, Vice- President.

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

Board members approved of Judy Welch taking minutes in Kevin Johnson's absence.

Minutes of Last Meeting required no changes. A motion to approve the minutes of the regular session of May 15, 2018 was made by Kelli Nugent and seconded by Gary Cole. Motion passed unanimously.

Minutes of Closed Meeting required no changes. A motion to approve the minutes of the closed session of May 15, 2018 was made by Kelli Nugent and seconded by Gary Cole. Motion passed unanimously.

**Financial Report Attached.** May 2018 financials were presented. Eric Putnam moved to accept the May 2018 financial report. Carrie Campbell seconded. Motion passed unanimously.

Discussion included. (1) Gary Cole suggested Board allot operational reserves into restricted accounts for building capital, maintenance capital, library operational, etc. Kelli Nugent stated that CWEP had a policy on how to breakdown reserve monies. It was suggested that Julie Yockey check on policies other libraries have on library reserves. Board tabled operational reserves discussion until Julie checks on these policies.

**Director's Progress and Service Report Attached.** Discussion included. (1) Julie stated that we currently have 37 libraries in the consortium. Carthage Public Library was one of the top 13 and got an additional day of carrier services at no charge.

**Youth Services Progress and Services Report Attached.**

**President's Message: No report.**

**Council Liaison's Report: No report.**

**Committee Reports:**

**Building Committee –** Gary Cole reported: (1) Roofers had started on the repairs on the flat roof. They should have another five days of repairs and then another crew will come and install the metal roof edging. (2) Julie stated that we should have about \$4,500 left in insurance proceeds when the repairs are completed. (3) Julie stated that Will Stout the Project manager showed her drone pictures of what they have repaired so far on the roof. (4) Julie stated that Steadley Trust approved 50% of the cost of the Community Room walls and outside foundation.

The Carthage Public Library Board of Trustees Meeting Minutes – June 2018

The total cost of the project would be \$90,000. Board discussed funding the other 50% of the repairs out of operational reserves.

**Motion:** Gary Cole made a motion we pay 50% of the cost of repairs on the Community Room from operational reserves to match the 50% contribution made by Steadley Trust. Seconded by Eric Putnam. Motion passed unanimously.

**Budget Committee – No report.**

**Community Relations – No report.**

**By-Laws - No report.**

**Library Gardens –** (1) Julie reported that Shawn Baugh had to come and cut a large limb in the walnut tree that was broken by the last storm. Mr. Baugh gave a quote of \$1500 to remove the tree and credit the library the amount the tree would log for. (2) Julie also stated she got a price on moving the shed. Mr. Baugh stated the shed needed to be moved before the tree could be cut. M&M Wrecker charges \$135.00 an hour to move the shed into the parking lot. They estimated it may take up to 3 ½ hours to move it.

**Motion:** Gary Cole made a motion we pay Shawn Baugh \$1,500 for tree removal and \$500 to M&M Wrecker to move the shed. Seconded by Carrie Campbell. Motion passed unanimously.

**ADA Compliance – No report.**

**Communications – No report.**

**Unfinished Business No report.**

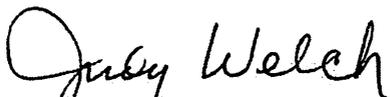
**New Business No report.**

**Payment of Bills:** Sandy Swingle said she had reviewed the bills and they could be paid. Eric Putnam made a motion to pay the bills. Kelly Nugent seconded. Motion passed unanimously.

**Other New Business:** (1) Julie stated that the library will be reorganizing the board with the new incoming Board members at the July Board Meeting.

**Adjournment** Gary Cole made a motion to adjourn. Kelli Nugent seconded. Motion passed unanimously. Meeting was adjourned at 6:21 pm.

Respectfully submitted,

  
Judy Welch

***AGENDAS  
STANDING  
COMMITTEES***

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# City of Carthage



## NOTICE OF MEETING Public Safety Committee – Agenda

Monday July 16, 2018

5:30 p.m.

Carthage Police Department

310 W 4<sup>th</sup> Street, Carthage MO 64836

### TENTATIVE AGENDA

**\*\*\*\* MEETING WAS CANCELLED DUE TO LACK OF  
QUORUM \*\*\*\***

#### OLD BUSINESS

1. Consideration and approval of minutes from previous meeting.

#### CITIZEN PARTICIPATION

#### NEW BUSINESS.

1. Consider and discuss the permissions and assistance at Marian Days.
2. Consider and discuss Jail MOU
3. Consider and discuss monetary donations for D.A.R.E. shirts
4. **Staff Reports.**
  - a) Police Department
  - b) Fire Department

#### ADJOURNMENT

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

POSTED: \_\_\_\_\_

BY: \_\_\_\_\_

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS  
July 24, 2018  
5:30 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. Consider and Discuss Tuition Reimbursement for Police Dept. Dispatchers.
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

JULY 10, 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 Road Salt 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 JULY 6, 2018 AT 4:00 P.M.

(RSMO 610.020)

**John Bartosh**  
*Presiding Commissioner*

**Tom Flanigan**  
*Eastern District Commissioner*

**Daricus K. Adams**  
*Western District Commissioner*

# JASPER COUNTY COMMISSION



302 S. Main ST  
Carthage, MO 64836

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

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

COMMISSION AGENDA  
JULY 17, 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 2018 Bridge and Culvert Replacements**
10. PUBLIC HEARINGS

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

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

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

NOTICE POSTED JULY 13, 2018 AT 4:00 P.M.

(RSMO 610.020)



## AGENDA

Notice is hereby given that the Carthage Water & Electric Plant Board will meet July 19, 2018, 4:00 p.m. at the CWEP Complex, 627 W. Centennial, Carthage. The tentative agenda of the regular meeting includes:

### ADDITIONS TO THE AGENDA

APPROVAL OF THE BOARD MINUTES: June 27, 2018

APPROVAL OF DISBURSEMENTS: June - \$2,800,738.04

FINANCIAL STATEMENT: Fiscal year end financials to be presented at August meeting.

### COMMITTEE REPORTS:

### CITIZENS PARTICIPATION PERIOD

OLD BUSINESS: None.

### NEW BUSINESS:

1. CONSIDERATION OF BIDS FOR ARTICULATING TELESCOPIC BUCKET TRUCK - REPLACEMENT OF UNIT 211
2. CONSIDERATION OF BIDS FOR DIGGER DERRICK TRUCK

### MISCELLANEOUS

### STAFF REPORTS

### BOARD MEMBER COMMENTS

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

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



## **Board of Directors Meeting**

**Thursday, July 19, 2018**

**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 June minutes
3. Financial Report
4. Membership Report
5. Committee Reports
  - a. Ambassadors - Tina Hallmark (Haffner)
  - b. Economic Development - Mark Elliff (Willis)
  - c. Emerging Leaders - Kimberly Fullerton (Hinds)
  - d. Maple Leaf - Steve Willis (Mason)
  - e. Marketing/Expo - Roy Mason (Simmons/Lenahan/Goar)
  - f. Public Policy - Steve Willis (Watson)
6. Partner Reports
  - a. CVB - Wendi Douglas (Willis/Elliff)
  - 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. Leadership in Practice scholarship report - Silas Smith
  - b. Approval of FY 2018-19 Budget
12. New Business
  - a. Approval of FY 2018-19 staff retirement contribution
13. Strategic Planning update
14. Upcoming calendar items

- 15. Closed Session (as needed)
- 16. *Next Meeting - Thursday, August 16, 2018*
- 17. Adjourn

POSTED: \_\_\_\_\_ BY: \_\_\_\_\_

**2018 Board of Directors meetings total = 6**

Steve Willis	5	Dr. Jon Haffner	5	Ministerial Alliance	5
Roy Mason	6	Tina Hallmark	4	CVB	1
Brian Schmidt	4	Rodney Hinds	3	Carthage City Council	3
Paul Eckels	5	John Lenahan	2	CWEP	1
Kimberly Fullerton	5	Elizabeth Simmons	5	Jasper Co. Commission	0
Robert Goar	4	Scott Watson	6	City of Carthage	0
				Carthage Schools	4

# CITY OF CARTHAGE

Planning, Zoning, and Historic  
Preservation Commission

## AGENDA

Date of Meeting: 7/23/2018

Place: City Hall Chambers  
326 Grant St.

Time: 5:15 pm



### To Consider the following items:

1. Requested by: Randy & Stephanie Evans

Project Location: 1215 S Garrison

Request type: Certificate of Appropriateness

Reason for Hearing: Request the installation of exterior signage on existing pole. 2 (opposing) 3' X 5' Metal

2. Requested by: Heather McLemore

Project Location: 412 E 13th St

Request type: Special Use Permit

Reason for Hearing: Operation of a Day Care Center

3. Requested by:

Project Location:

Request type:

Reason for Hearing:

4. Requested by:

Project Location:

Request type:

Reason for Hearing:

5. Requested by:

Project Location:

Request type:

Reason for Hearing:

### Commission Members

<b>Voting Members:</b>	Chairman	Harry Rogers	1350 S Main St	417-358-4527
	Vice Chairman	Abi Almandinger	1220 S Main	417-793-6589
	Secretary	Bill Barksdale	1314 S Garrison	417-388-2464
	Member	Eric Putnam	521 E Highland	417-388-2739
	Member	Vacant	Vacant	Vacant
	Member	Vacant	Vacant	Vacant
	Member	Jim Swatsenbarg	601 Howard	417-358-1690

<b>Non-Voting Members:</b>	Mayor	Dan Rife	City Hall	417-237-7003
	Councilmember	David Armstrong	1024 Oak	417-793-9811
	City Administrator	Tom Short	City Hall	417-237-7003

<b>Staff:</b>	Public Works Director	Zeb Carney	Public Works Department	417-237-7010
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# ***CORRESPONDENCE***

**Summary of June 2018 Financial Report  
Carthage Chamber of Commerce**

The Carthage Chamber of Commerce finished the month of June with a net loss of -\$17,855.40 compared to a budgeted amount of -\$6,866.23. Year to date net income was \$29,993.57 compared to budget of \$7,630.45. Some of the highlights for June are as follows:

1. Income was \$11,510.76 compared to budget of \$17,541.15. The following are the reasons for the decrease.
  - (a) Membership dues are \$5,560 below budget do to timing.
  - (b) Registration fees were \$163 below budget do to bowling tournament cancelled.
  
2. Expenses were \$29,366.16 compared to budget of \$24,407.38. The following are the primary reasons for the increase.
  - (a) Professional fees included \$3,666 paid to Andersen Engineering for the preliminary work done for the MODOT application pertaining to the proposed industrial park and was not a budgeted item but was previously approved by the Board.
  - (b) Office Equipment is \$1,631 more than budget do to purchasing new phone equipment. Annual savings is projected to be \$1200.
  - (c) Utilities are \$605 more than budget do to installing fiber optics for our phone system and higher speed internet.
  - (d) Salaries are \$1,793 more than budget do to timing.
  - (e) Meals and Entertainment are \$1,403 more than budget do to several Economic Development meetings in May and June and the Chamber Birthday Party.
  - (f) Advertising is \$2,135 less than budget.
  - (g) Scholarships are \$1,000 less than budget do to timing.
  
3. The above also carried over to the Year to Date bottom line as well. Maple Leaf Net Income being more than budgeted was another positive effect to the Year To Date bottom line as well as Banquet and Expo Net Income greater than budget.

**Carthage Chamber of Commerce**  
**Balance Sheet**  
 As of June 30, 2018

	Jun 30, 18
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
General Checking	10,015.39
Maple Leaf Equity	30,788.22
Money Market	169,930.73
Petty Cash	200.00
<b>Total Checking/Savings</b>	210,934.34
<b>Accounts Receivable</b>	
1200 · Accounts Receivable	6,858.36
<b>Total Accounts Receivable</b>	6,858.36
<b>Other Current Assets</b>	
Prepaid Insurance - Business	5,355.17
1499 · Undeposited Funds	416.30
<b>Total Other Current Assets</b>	5,771.47
<b>Total Current Assets</b>	223,564.17
<b>Fixed Assets</b>	
Accumulated Depreciation	-93,441.96
Building	222,745.00
Building Improvements	12,795.41
Land	28,000.00
Office Equipment	16,301.39
<b>Total Fixed Assets</b>	186,399.84
<b>TOTAL ASSETS</b>	409,964.01
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2000 · Accounts Payable	1,160.57
<b>Total Accounts Payable</b>	1,160.57
<b>Other Current Liabilities</b>	
Accrued PTO	2,196.10
Due to Maple Leaf	25,000.00
2100 · Payroll Liabilities	3,549.81
<b>Total Other Current Liabilities</b>	30,745.91
<b>Total Current Liabilities</b>	31,906.48
<b>Long Term Liabilities</b>	
UMB Building Loan	87,984.23
<b>Total Long Term Liabilities</b>	87,984.23
<b>Total Liabilities</b>	119,890.71
<b>Equity</b>	
3900 · Retained Earnings	260,079.73
Net Income	29,993.57
<b>Total Equity</b>	290,073.30
<b>TOTAL LIABILITIES &amp; EQUITY</b>	409,964.01

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## Carthage Chamber of Commerce

## Profit &amp; Loss

June 2018

07/16/18

Accrual Basis

	Jun 18
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Economic Development contract	9,310.00
Interest incomes	65.98
Maple Leaf Income	5.24
Membership dues	
New member	403.50
Renewal	173.00
<b>Total Membership dues</b>	<b>576.50</b>
Postage	217.16
Printing & copying	213.88
Registration fees	462.00
Sponsorships	250.00
Tenant Agreement	410.00
<b>Total Income</b>	<b>11,510.76</b>
<b>Gross Profit</b>	<b>11,510.76</b>
<b>Expense</b>	
Advertising & publicity	1,500.00
Awards & prizes	8.75
Bank & credit card fees	278.65
Car allowance	200.00
Contract services	45.00
Depreciation Expense	687.01
Dues & subscriptions	118.68
Equipment lease	221.99
Insurance - business	793.26
Insurance - health	1,505.64
Interest expense	361.01
Internet & website	499.94
Maple Leaf expense	11.76
Meals & entertainment	1,611.43
Mileage	113.41
Miscellaneous expense	44.29
Office supplies	
Office equipment	1,636.37
Office supplies - Other	144.78
<b>Total Office supplies</b>	<b>1,781.15</b>
Postage & delivery	500.00
Professional fees	3,966.00
Repairs & maintenance	-3,128.99
Salaries & wages	
Employer retirement contributio	1,271.64
Payroll taxes	853.47
Salaries & wages - Other	12,295.46
<b>Total Salaries &amp; wages</b>	<b>14,420.57</b>
Seminars & conferences	155.00
Travel	
Airfare	151.00
Lodging	1,307.04
<b>Total Travel</b>	<b>1,458.04</b>

9:23 AM  
07/16/18  
Accrual Basis

**Carthage Chamber of Commerce**  
**Profit & Loss**  
June 2018

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	<u>Jun 18</u>
Utilities	1,455.07
Write Offs	<u>778.50</u>
Total Expense	<u>29,366.16</u>
Net Ordinary Income	<u>-17,855.40</u>
Net Income	<u><u>-17,855.40</u></u>

**Carthage Chamber of Commerce**  
**Profit & Loss Budget vs. Actual**  
 July 2017 through June 2018

	Jul '17 - Jun 18	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Directory	6,000.00	6,000.00	0.00	100.0%
Donations	0.00	0.00	0.00	0.0%
Economic Development contract	111,720.00	111,720.00	0.00	100.0%
Interest Incomes	679.90	280.00	399.90	242.8%
Maple Leaf Income	53,606.36	46,200.00	7,406.36	116.0%
Membership dues				
New member	8,814.00	5,000.00	3,814.00	176.3%
Renewal	87,870.10	90,000.00	-2,129.90	97.6%
<b>Total Membership dues</b>	<b>96,684.10</b>	<b>95,000.00</b>	<b>1,684.10</b>	<b>101.8%</b>
Miscellaneous Income	1,566.00	400.00	1,166.00	391.5%
Postage	629.99	750.00	-120.01	84.0%
Printing & copying	487.93	1,000.00	-512.07	48.8%
Registration fees				
Christmas open house	550.00	1,000.00	-450.00	55.0%
Expo Booth Fee	17,690.00	13,000.00	4,690.00	136.1%
Mulligans	800.00	810.00	-10.00	98.8%
Putting contest	255.00	295.00	-40.00	86.4%
Quarterly Luncheon	1,704.00	2,000.00	-296.00	85.2%
Sidewalk Sale	560.00	550.00	10.00	101.8%
Team fee	1,950.00	2,680.00	-740.00	72.5%
Ticket Sales	11,323.00	11,350.00	-27.00	99.8%
Registration fees - Other	4,081.00	3,685.00	396.00	110.7%
<b>Total Registration fees</b>	<b>38,913.00</b>	<b>35,380.00</b>	<b>3,533.00</b>	<b>110.0%</b>
Returned Checks	5.00			
Sponsorships				
Annual Banquet Sponsorship	15,200.00	11,000.00	4,200.00	138.2%
Beverage	186.48	15.00	171.48	1,243.2%
Bowling Sponsor	0.00	300.00	-300.00	0.0%
Business After Hours	1,300.00	1,300.00	0.00	100.0%
Eggs & Issues	250.00	250.00	0.00	100.0%
Expo Sponsorship	4,950.00	4,500.00	450.00	110.0%
Friday Coffee	125.00	650.00	-525.00	19.2%
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	1,086.25	1,185.00	-98.75	91.7%
Quarterly Luncheon Sponsor	625.00	500.00	125.00	125.0%
Trivia Sponsor	0.00	400.00	-400.00	0.0%
Sponsorships - Other	1,563.00	0.00	1,563.00	100.0%
<b>Total Sponsorships</b>	<b>32,085.73</b>	<b>27,870.00</b>	<b>4,215.73</b>	<b>115.1%</b>
Tenant Agreement	4,920.00	4,920.00	0.00	100.0%
<b>Total Income</b>	<b>347,298.01</b>	<b>329,520.00</b>	<b>17,778.01</b>	<b>105.4%</b>
<b>Gross Profit</b>	<b>347,298.01</b>	<b>329,520.00</b>	<b>17,778.01</b>	<b>105.4%</b>
<b>Expense</b>				
Advertising & publicity				
Signs	323.00	1,920.00	-1,597.00	16.8%
Advertising & publicity - Other	4,864.82	7,100.00	-2,235.18	68.5%
<b>Total Advertising &amp; publicity</b>	<b>5,187.82</b>	<b>9,020.00</b>	<b>-3,832.18</b>	<b>57.5%</b>
Awards & prizes				
Flight prizes	1,800.00	2,400.00	-600.00	75.0%
Awards & prizes - Other	2,907.55	2,932.00	-24.45	99.2%
<b>Total Awards &amp; prizes</b>	<b>4,707.55</b>	<b>5,332.00</b>	<b>-624.45</b>	<b>88.3%</b>

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**Carthage Chamber of Commerce**  
**Profit & Loss Budget vs. Actual**  
 July 2017 through June 2018

07/16/18

Accrual Basis

	Jul '17 - Jun 18	Budget	\$ Over Budget	% of Budget
<b>Bank &amp; credit card fees</b>				
Equipment Fees	200.00			
Bank & credit card fees - Other	1,238.72	451.32	787.40	274.5%
<b>Total Bank &amp; credit card fees</b>	1,438.72	451.32	987.40	318.8%
<b>Car allowance</b>	2,400.00	2,400.00	0.00	100.0%
<b>Complimentary sponsorship</b>	-1,033.00	0.00	-1,033.00	100.0%
<b>Contract services</b>	2,231.74	1,200.00	1,031.74	186.0%
<b>Depreciation Expense</b>	8,004.12	8,000.00	4.12	100.1%
<b>Dues &amp; subscriptions</b>	4,170.86	4,800.00	-629.14	86.9%
<b>Equipment lease</b>	2,996.52	3,080.00	-83.48	97.3%
<b>Facility use fees</b>				
Greens/carts	3,500.00	3,500.00	0.00	100.0%
Room & setup fees	6,368.84	10,200.00	-3,831.16	62.4%
Facility use fees - Other	0.00	0.00	0.00	0.0%
<b>Total Facility use fees</b>	9,868.84	13,700.00	-3,831.16	72.0%
<b>Food &amp; drinks</b>				
Appetizers/snacks	75.03	0.00	75.03	100.0%
Beverages	200.23	106.23	94.00	188.5%
Breakfasts	15.80	0.00	15.80	100.0%
Dinners	13,144.63	12,898.77	245.86	101.9%
Lunches	489.70	2,059.00	-1,569.30	23.8%
Teacher luncheon	364.59	300.00	64.59	121.5%
Food & drinks - Other	190.22	600.00	-409.78	31.7%
<b>Total Food &amp; drinks</b>	14,480.20	15,964.00	-1,483.80	90.7%
<b>Insurance - business</b>	5,035.51	5,600.00	-564.49	89.9%
<b>Insurance - health</b>	16,362.91	16,720.00	-357.09	97.9%
<b>Interest expense</b>	3,658.40	4,700.00	-1,041.60	77.8%
<b>Internet &amp; website</b>	2,199.28	2,000.00	199.28	110.0%
<b>Maple Leaf expense</b>	30,526.64	38,600.00	-8,073.36	79.1%
<b>Meals &amp; entertainment</b>	5,753.08	5,190.00	563.08	110.8%
<b>Mileage</b>	1,531.91	1,050.00	481.91	145.9%
<b>Miscellaneous expense</b>	1,151.29	791.55	359.74	145.4%
<b>Office supplies</b>				
Office equipment	4,563.78	1,000.00	3,563.78	456.4%
Office supplies - Other	1,961.59	1,005.83	955.76	195.0%
<b>Total Office supplies</b>	6,525.37	2,005.83	4,519.54	325.3%
<b>Postage &amp; delivery</b>	2,725.00	3,000.00	-275.00	90.8%
<b>Printing</b>				
Member plaques	0.00	0.00	0.00	0.0%
Printing - Other	4,961.71	6,078.85	-1,117.14	81.6%
<b>Total Printing</b>	4,961.71	6,078.85	-1,117.14	81.6%
<b>Professional fees</b>	12,335.00	5,500.00	6,835.00	224.3%
<b>Repairs &amp; maintenance</b>	3,450.60	3,600.00	-149.40	95.9%
<b>Salaries &amp; wages</b>				
Employer retirement contributio	5,058.45	4,906.00	152.45	103.1%
Payroll taxes	8,235.29	11,418.00	-3,182.71	72.1%
Salaries & wages - Other	125,066.37	125,402.00	-335.63	99.7%
<b>Total Salaries &amp; wages</b>	138,360.11	141,726.00	-3,365.89	97.6%
<b>Scholarships</b>	1,250.00	1,225.00	25.00	102.0%
<b>Seminars &amp; conferences</b>	4,358.00	5,700.00	-1,342.00	76.5%
<b>Taxes &amp; licenses</b>	278.28	255.00	23.28	109.1%

9:24 AM

07/18/18

Accrual Basis

**Carthage Chamber of Commerce  
Profit & Loss Budget vs. Actual  
July 2017 through June 2018**

	<u>Jul '17 - Jun 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Travel</b>				
<b>Airfare</b>	1,123.60	1,200.00	-76.40	93.6%
<b>Lodging</b>	3,162.76	2,900.00	262.76	109.1%
<b>Travel - Other</b>	88.96	500.00	-411.04	17.8%
<b>Total Travel</b>	<u>4,375.32</u>	<u>4,600.00</u>	<u>-224.68</u>	<u>95.1%</u>
<b>Utilities</b>	10,873.91	9,600.00	1,273.91	113.3%
<b>Write Offs</b>	7,138.75	0.00	7,138.75	100.0%
<b>Total Expense</b>	<u>317,304.44</u>	<u>321,889.55</u>	<u>-4,585.11</u>	<u>98.6%</u>
<b>Net Ordinary Income</b>	<u>29,993.57</u>	<u>7,630.45</u>	<u>22,363.12</u>	<u>393.1%</u>
<b>Net Income</b>	<u>29,993.57</u>	<u>7,630.45</u>	<u>22,363.12</u>	<u>393.1%</u>

**Membership – With 2 new members (Maple Leaf Music Company and Mauve Modern Marketing Solutions), and 1 dropped members (AFLAC Agent Courtney Wright) we finished the month of June up 1 member (438 members, net gain \$173) from May 2018 and up 31 members from the same month in 2017 (net gain \$3517).**

**Ambassadors – Ambassadors discussed identifying jacket bid, volunteer opportunities, new member calls, and the Member of the Month program.**

**Marketing/Expo & Home Show – Meeting is scheduled for 7/17. Will have verbal report.**

**Vision – American in Bloom judges will be coming in July 2018 to review the progress of Carthage in Bloom projects. The board will establish a “donate now” Facebook charity tool button for people to donate to projects on a rolling basis.**

## **Reports for July 19 Board meeting**

### **Banquet**

2019 kick-off scheduled for August 7 (first Tues)

### **Emerging Leaders**

Recent events: Strategic planning meeting on June 28

Next events: All-Chamber movie and dinner at CMR July 19

Lunch at Marian Days Aug. 2

Missouri YP Summit in Jefferson City Sept. 11

All-Chamber "People You Need to Know" with Richard Webster on Sept. 12

"Magic under the Maples" on Sept. 25

### **Maple Leaf**

Overall income slightly ahead of 2017

Evaluating options for paid advertising

Vendor "care team" through WIB youth program

500 Goody bags sponsored by Mother Road Coffee

Need volunteers for 8/7 4-5:30 p.m. back-to-school event

Grand Marshal nominations due by 8/31

Events all appear to be on track



## Economic Development Project Activity Tracker

### June 2018

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

2018 Total Prospects (includes new and existing companies).....	3
Active Projects.....	10

- Several discussions and meetings with a local business regarding property they are interested in. Held a meeting with officials of the Public Works Department in connection with the property being considered. Attempting to negotiate a sale between two parties as they want to expand in the community.
- Meeting with representatives from the Joplin Regional Partnership, Joplin Chamber of Commerce, Barton County Chamber of Commerce, Webb City Chamber of Commerce, Carl Junction Chamber of Commerce and CWEP in relation to the Joplin Regional Partnership. Discussion was held around what we would like to see the Regional Partnership do for the region.
- Attended the Chamber Economic Development Committee. Discussion was related to the work that Olsson Associates is doing regarding a proposed industrial park. No specifics were discussed. Another meeting with Olsson and related parties is scheduled in July.
- Met with Kim Lingle, owner of Villas at Myers Park. Discussed the progress of the construction and potential opening dates. Now scheduled to open sometime this fall.
- Meeting with with Dr. Mark Baker-Carthage R-9 Superintendent, Holley Goodnight-Carthage Technical Center Director, Jared Patrick-Carthage Technical Center Assistant Director, Sammy Esposito-Adult Coordinator, Janet Aguinaga-Branch One HR, Debbi Thomas-Branch One HR Manager, Ross Turner-Flex-O-Lators Branch Manager, and Dewayne Friend-Flex-O-Lators Operations Manager. The meeting was to discover how the school and Leggett and Platt can work together on training of students to prepare them for the workforce at Leggett and Platt and Flex-O-Lators.
- Several phone conversations with representative from a local industry. Discussions pertained to workforce development in the Carthage market.
- Attended the meeting at Flex-O-Lators when Governor Parson toured the facility.
- Attended the Missouri Economic Development Council Annual Meeting at Lake of the Ozarks. The major topics focused on Workforce Development and Business Retention and Expansion.
- Email and phone conversations with a real estate broker out of St. Louis MO looking at available property for an industry looking at expansion. No specific details available.
- Meeting with representatives from MODOT and Andersen Engineering regarding the Cost Share Application for changes to the Fir Road ramp. The application will be presented in September or October to MODOT.
- Attended the Best In The Midwest Summit in St. Louis, MO, a collaborative effort with the Missouri Department of Economic Development and the Missouri Department of Higher Education. It was very well organized, ran on time, required input from the attendees, responses from the input, and was informative. The Department of Economic Development and Higher Education are recognizing that there is a major problem with our workforce and it is not just going to go away. Starting a dialogue with businesses, industry, chambers, and others is a beginning to help all of us to solve this issue.

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

## **RIGHT TO WORK**

### **What is right-to-work?**

Right-to-work prohibits unions from forcing workers to join or pay dues and fees to a labor union to get or keep a job; and instead makes it the employees' choice.

### **The Ballot**

Missourians face a veto referendum on August 7<sup>th</sup> where voters will decide whether or not the state should adopt the right-to-work law.

### ***Official Ballot Title:***

Do the people of the state of Missouri want to adopt Senate Bill 19 ("Right-to-Work") as passed by the general assembly in 2017, which prohibits as a condition of employment the forced membership in a labor organization (union) or forced payments of dues in full or pro-rata (fair-share); make any activity which violates employees' rights illegal and ineffective; allow legal remedies for anyone injured as a result of another person violating or threatening to violate employees' rights; and which shall not apply to union agreements entered into before the effective date of Senate Bill 19?

State and local government entities expect no costs or savings.

### ***Fair Ballot Language:***

A "yes" vote will adopt Senate Bill 19 ("right-to-work"), passed by the general assembly in 2017. If adopted, Senate Bill 19 will amend Missouri law to prohibit, as a condition of employment, forced membership in a labor organization (union) or forced payments of dues or fees, in full or pro-rata ("fair-share"), to a union. Senate Bill 19 will also make any activity which violates employees' rights provided by the bill illegal and ineffective and allow legal remedies for anyone injured as a result of another person violating or threatening to violate those employees' rights. Senate Bill 19 will not apply to union agreements entered into before the effective date of Senate Bill 19, unless those agreements are amended or renewed after the effective date of Senate Bill 19.

A "no" vote will reject Senate Bill 19 ("right-to-work"), and will result in Senate Bill 19 not becoming Missouri law.

If passed, this measure will have no impact on taxes.

## **THE ECONOMIC DEVELOPMENT CASE FOR RIGHT TO WORK**

### **Missouri Chamber Gallup Survey of CEOs on right-to-work:**

As part of the Missouri Chamber's strategic plan, Missouri 2030, a Gallup survey of more than 1,000 Missouri CEOs, the majority (54%) believed right-to-work would help Missouri become more competitive.

CEOs in industry sectors such as Transportation, Communications and Utilities are much more likely to say becoming right-to-work would benefit the state (67% vs. 54% overall).

### **Missouri Chamber Gallup Interviews with Site Selectors**

During Gallup interviews with national site selectors, interviewers were told that Missouri is operating at only 60% of its capacity without right-to-work.

That means we are losing 40% of opportunities because we are not a right-to-work state.

Site selectors are not in business to pick the final states where companies should locate. They are hired to eliminate the states that companies should not consider. Because Missouri is not a right-to-work state we are often not even considered by companies searching for the best place to create new jobs.

#### **National trends**

27 states are right-to-work, the latest being Kentucky (2016) West Virginia, (2016), Wisconsin (2015), Michigan (2013), and Indiana (2012).

Job growth was greater in right-to-work states than in non-right-to-work states from 2007 to 2017 (7.0% vs. 5.5%) and from 2012 to 2017 (9.5% vs. 7.7%). Missouri lagged behind both groups with job growth of 2.2% from 2007 to 2017 and 5.6% from 2012 to 2017. State departments of labor and other state sources; various industry sources.

According to U.S. Bureau of Economic Analysis data and a NERA Economic Consulting study, private sector GDP growth from 2001 to 2016 was 38% in right-to-work states compared to only 28.5% in non-right-to-work states.

Private sector employment grew by 26.7% in right-to-work states between 2001 and 2016, compared to only 15.4% in non-right-to-work states. Bureau of Economic Analysis

Manufacturing job losses impacted all states from 2007 to 2017, and the losses were greater in non-right-to-work states. However, the *manufacturing job growth* from 2012 to 2017 was greater in right-to-work states (4.5% vs. 1.4%). State departments of labor and other state sources; various industry sources.

#### **Missouri Competing with Other States**

All neighboring states are right-to-work states, except Illinois. Jobs and opportunity are going to right-to-work states.

Tennessee manufacturing jobs fell from 371,000 in 2008 to under 300,000 during the Great Recession. However, those jobs steadily have been coming back and have topped 350,000 as of February 2018. Missouri manufacturing jobs most recently peaked at 301,000 in 2008, bottomed out at 244,000 in 2010, and have recovered to 271,000 as of February 2018. 94% of Tennessee's manufacturing jobs have returned, but only 90% of Missouri's have.

South Carolina manufacturing jobs fell from 247,000 in 2008 to 204,000 in 2010. Nearly all of those jobs (99%) have returned, as South Carolina had over 245,000 manufacturing jobs as of February 2018. Bureau of Labor Statistics.

#### **Population Changes**

Further, Missouri and Tennessee have similar populations, but from 2010 through 2017, Missouri's population increased by 124,000 people, whereas Tennessee added nearly 370,000. South Carolina has a considerably smaller population than both Missouri and Tennessee, but from 2010 through 2017 its population increased by nearly 400,000, now topping 5 million. U.S. Census Bureau.

According to census data, The District of Columbia has seen the largest population growth (by percentage) from 2010 to 2016 at 13.11%.

Following that data point, **the first four, eight of the first ten, and 11 of the first 15 states in percentage population growth over that time period are right-to-work states.** Of the only three states to lose population over that time, Illinois and Vermont are non-right-to-work. West Virginia, the loss leader, which has faced the decimation of the coal industry and severe consequences of the opioid epidemic, is right-to-work.

Nine of the final dozen worst performing states are not right-to-work. Michigan is one of the three right-to-work states in the final dozen, but only became right-to-work in late 2012.

### **Wages & Jobs**

According to the Bureau of Economic Analysis and the Bureau of Labor Statistics, there is more rapid growth in personal income in right-to-work states. From 2001-2016: real personal income grew by 39.3% in right-to-work states, compared to 25.8% in non-right-to-work states.

According to data from The Bureau of Labor Statistics, when comparing the states for the percentage of their nonfarm payroll that is engaged in manufacturing, the top seven, and 11 of the first 12, are right-to-work states. **Jobs are going to right-to-work states.**

This metric mainly shows that manufacturing continues to be a relatively high employment sector in traditional manufacturing states – Indiana, Wisconsin, Michigan, and Ohio are near the top of the list. But Alabama, Kentucky, Arkansas, Mississippi, Tennessee, and South Carolina are all near the top as well. New right-to-work states in the Midwest and longer tenured right-to-work states in the South continue to lead in manufacturing, and Ohio maintains its forced union laws and high rates of manufacturing employment – but it is increasingly becoming an outlier.

Therefore, while wages are impacted by many different factors, the data indicates that jobs and people are moving to right-to-work states. This trend is ongoing and Missouri must join in that trajectory or get left behind with states like Illinois.

**Carthage Public Library  
Balance Sheet - Cash basis  
June 30, 2018**

**Assets**

<b>Current Assets</b>	
Cash in bank - treasurer's cash	\$ 869,858.06
Cash in bank - Simmons Bank	42,680.02
Cash on hand - circulation desk	100.00
Cash on hand - Internet desk	40.00
Petty cash	<u>120.00</u>
<b>Total Current Assets</b>	<u>912,798.08</u>
 <b>Total Assets</b>	 <u><u>\$ 912,798.08</u></u>

**Liabilities and Net Assets**

<b>Current Liabilities</b>	
Insurance proceeds payable	\$ <u>98,639.62</u>
<b>Total Current Liabilities</b>	<u>98,639.62</u>
 <b>Total Liabilities</b>	 <u>98,639.62</u>
<b>Net Assets</b>	
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 - 2018	(410.00)
Racing to Read Grant - Local - 2018	16,217.40
Spotlight on Literacy Grant - MOSL - 2018	(118.75)
Spotlight on Literacy Grant - Local - 2018	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>208,647.08</u>
<b>Total Net Assets</b>	<u>814,158.46</u>
 <b>Total Liabilities and Net Assets</b>	 <u><u>\$ 912,798.08</u></u>

**Carthage Public Library**  
**Statements of Income and Other Changes in Net Assets - Cash basis**  
**For the One Month and Twelve Months Ended June 30, 2018**

	<u>2018</u> <u>Month Actual</u>	<u>Monthly</u> <u>Budget</u>	<u>Monthly</u> <u>Variance</u>	<u>2018</u> <u>Year to date</u>	<u>Annual</u> <u>Budget</u>	<u>Annual</u> <u>Variance</u>
<b>Revenue</b>						
Book sale income	\$ 217.70	\$ 250.00	\$ (32.30)	\$ 2,425.80	\$ 3,000.00	\$ (574.20)
Copier income	838.80	583.34	255.46	8,285.97	7,000.00	1,285.97
Donations	1,032.76	0.00	1,032.76	40,694.75	0.00	40,694.75
Donations-restricted	45,000.00	708.34	44,291.66	139,192.09	8,500.00	130,692.09
Fax income	211.80	166.67	45.13	1,403.50	2,000.00	(596.50)
Fine income	981.78	708.34	273.44	7,328.06	8,500.00	(1,171.94)
Interest income	300.98	150.00	150.98	3,465.01	1,800.00	1,665.01
Non-resident fee income	1,340.00	666.67	673.33	7,260.00	8,000.00	(740.00)
Payment for lost books	14.85	13.89	0.96	722.25	166.67	555.58
Postage income	6.00	13.89	(7.89)	72.00	166.67	(94.67)
State aid	0.00	416.67	(416.67)	8,168.87	5,000.00	3,168.87
Sur tax	0.00	1,000.00	(1,000.00)	85,742.06	12,000.00	73,742.06
Tax income	1,346.94	16,916.67	(15,569.73)	201,566.51	203,000.00	(1,433.49)
Tax income - Park and storm water	35,167.38	38,083.34	(2,915.96)	441,678.39	457,000.00	(15,321.61)
Other income	172.10	13.89	158.21	919.89	166.66	753.23
Total revenue	<u>86,631.09</u>	<u>59,691.71</u>	<u>26,939.38</u>	<u>948,925.15</u>	<u>716,300.00</u>	<u>232,625.15</u>

See accountant's compilation report.

**Carthage Public Library**  
**Statements of Income and Other Changes in Net Assets - Cash basis**  
**For the One Month and Twelve Months Ended June 30, 2018**

	2018 Month Actual	Monthly Budget	Monthly Variance	2018 Year to date	Annual Budget	Annual Variance
<b>Operating Expenses</b>						
Salaries	35,663.31	39,612.91	3,949.60	434,559.57	471,047.00	36,487.43
Lagers	3,900.17	1,658.83	(2,241.34)	20,233.01	19,906.00	(327.01)
Insurance - health	313.00	1,136.40	823.40	3,003.86	12,500.00	9,496.14
Payroll taxes - FICA	2,728.73	2,962.25	233.52	33,147.84	35,547.00	2,399.16
Payroll taxes - unemployment	0.00	872.70	872.70	320.00	9,600.00	9,280.00
Total payroll expenses	<u>42,605.21</u>	<u>46,243.09</u>	<u>3,637.88</u>	<u>491,264.28</u>	<u>548,600.00</u>	<u>57,335.72</u>
Employee goodwill	174.85	250.00	75.15	2,677.94	3,000.00	322.06
ADA Compliance	0.00	4.16	4.16	0.00	50.00	50.00
Advertising	0.00	166.66	166.66	1,097.65	2,000.00	902.35
Audio-visuals	42.06	333.33	291.27	1,204.72	4,000.00	2,795.28
Books	963.71	2,500.00	1,536.29	24,232.85	30,000.00	5,767.15
Books - children's	143.93	1,250.00	1,106.07	14,360.70	15,000.00	639.30
Contract fees	9,209.04	2,916.66	(6,292.38)	51,593.66	35,000.00	(16,593.66)
Dues and travel	(66.15)	833.33	899.48	8,480.07	10,000.00	1,519.93
Ebooks	0.00	291.66	291.66	3,200.00	3,500.00	300.00
Furniture and equipment	49.78	1,500.00	1,450.22	9,615.96	18,000.00	8,384.04
Information technology (IT)	342.42	583.33	240.91	6,177.88	7,000.00	822.12
Insurance	0.00	1,500.00	1,500.00	19,174.00	18,000.00	(1,174.00)
Legal and professional	0.00	583.33	583.33	5,400.00	7,000.00	1,600.00
Periodicals	29.00	500.00	471.00	4,528.08	6,000.00	1,471.92
Postage	65.99	125.00	59.01	1,145.86	1,500.00	354.14
Programs - adult	(156.69)	308.33	465.02	3,670.93	3,700.00	29.07
Programs - children	575.41	1,083.33	507.92	12,899.51	13,000.00	100.49
Programs, teens	41.22	83.33	42.11	348.87	1,000.00	651.13
Repairs and maintenance	1,798.72	1,666.66	(132.06)	19,347.55	20,000.00	652.45
Supplies	1,910.81	2,083.33	172.52	22,339.51	25,000.00	2,660.49
Telephone	263.96	704.16	440.20	5,524.50	8,450.00	2,925.50
Utilities	2,517.73	3,125.00	607.27	31,993.55	37,500.00	5,506.45
	<u>17,905.79</u>	<u>22,391.60</u>	<u>4,485.81</u>	<u>249,013.79</u>	<u>268,700.00</u>	<u>19,686.21</u>
Total expenses and losses	<u>60,511.00</u>	<u>68,634.69</u>	<u>8,123.69</u>	<u>740,278.07</u>	<u>817,300.00</u>	<u>77,021.93</u>

See accountant's compilation report.

**Carthage Public Library**  
**Statements of Income and Other Changes in Net Assets - Cash basis**  
**For the One Month and Twelve Months Ended June 30, 2018**

	2018 Month Actual	Monthly Budget	Monthly Variance	2018 Year to date	Annual Budget	Annual Variance
Increase/(Decrease) in unrestricted net assets before transfers	26,120.09	(8,942.98)	35,063.07	208,647.08	(101,000.00)	309,647.08
Transfers from temporary restricted	6,483.71	8,416.67	(1,932.96)	78,076.89	101,000.00	(22,923.11)
Transfers to temporary restricted	<u>(44,837.54)</u>	<u>0.00</u>	<u>(44,837.54)</u>	<u>(139,029.63)</u>	<u>0.00</u>	<u>(139,029.63)</u>
Increase/(Decrease) in unrestricted net assets	<u>(12,233.74)</u>	<u>(526.31)</u>	<u>(11,707.43)</u>	<u>147,694.34</u>	<u>0.00</u>	<u>147,694.34</u>
<b>Changes in temporarily restricted net assets</b>						
Carthage Community Foundation	0.00			2,500.00		
CPL Development Foundation	0.00			3,250.00		
Debbie Putnam - Ebooks	0.00			25,000.00		
Library Gardens	0.00			100.00		
Racing to Read Grant - 2018	0.00			4,724.00		
Spotlight on Literacy Grant - MOSL - 2018	0.00			7,000.00		
Spotlight on Literacy Grant - Local - 2018	0.00			28,500.00		
Steadley Trust	45,000.00			45,000.00		
Summer reading program	27.25			3,027.25		
Summer reading program - MOSL grant	(189.71)			9,928.38		
Thelma Stanley Foundation Grant	0.00			10,000.00		
Boylan Grant	0.00			(2,163.00)		
CPL Development Foundation	0.00			(3,255.58)		
Library Gardens	(456.14)			(2,905.52)		
Racing to Read Grant - 2018	0.00			(6,420.00)		
Racing to Read Grant - 2019	(465.00)			(465.00)		
Racing to Read Grant - Local - 2018	0.00			(12,626.07)		
Spotlight on Literacy Grant - MOSL - 2018	(271.25)			(9,358.75)		
Spotlight on Literacy Grant - MOSL - 2019	(175.00)			(175.00)		
Spotlight on Literacy Grant - Local - 2018	(338.00)			(14,359.10)		
Spotlight on Literacy Grant - Local - 2019	(97.50)			(97.50)		
Steadley Trust	0.00			(8,520.56)		
Summer reading program	(1,204.57)			(2,860.10)		
Summer reading program - MOSL grant	<u>(3,476.25)</u>			<u>(14,870.71)</u>		
Increase/(Decrease) in temporarily restricted net assets	<u>38,353.83</u>			<u>60,952.74</u>		
Change in net assets	<u>\$ 26,120.09</u>			<u>\$ 208,647.08</u>		

See accountant's compilation report.

**Carthage Public Library  
Gift Account Activity  
For the One Month and Twelve Months Ended June 30, 2018**

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending balance</u>
Boylan Grant	\$ 8,490.80	\$ 0.00	\$ (2,163.00)	\$ 6,327.80
Carthage Community Foundation	443.26	2,500.00	0.00	2,943.26
CPL Development Foundation	13,858.79	3,250.00	(3,255.58)	13,853.21
Debbie Putnam - Ebooks	7,739.74	25,000.00	0.00	32,739.74
Library Gardens	9,965.39	100.00	(2,905.52)	7,159.87
Racing to Read Grant - 2018	(410.00)	4,724.00	(6,420.00)	(2,106.00)
Racing to Read Grant - 2019	0.00	0.00	(465.00)	(465.00)
Racing to Read Grant - Local - 2018	16,217.40	0.00	(12,626.07)	3,591.33
Spotlight on Literacy Grant - MOSL - 2018	(118.75)	7,000.00	(9,358.75)	(2,477.50)
Spotlight on Literacy Grant - MOSL - 2019	0.00	0.00	(175.00)	(175.00)
Spotlight on Literacy Grant - Local - 2018	12,714.99	28,500.00	(14,359.10)	26,855.89
Spotlight on Literacy Grant - Local - 2019	0.00	0.00	(97.50)	(97.50)
Steadley Trust	11,162.24	45,000.00	(8,520.56)	47,641.68
Summer reading program - Local	0.00	3,027.25	(2,860.10)	167.15
Summer reading program - MOSL grant	2,421.30	9,928.38	(14,870.71)	(2,521.03)
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
<b>Totals</b>	<u>\$ 278,483.63</u>	<u>\$ 139,029.63</u>	<u>\$ (78,076.89)</u>	<u>\$ 339,436.37</u>

See accountant's compilation report.

## **Director's Progress and Service Report**

**July 10, 2018**

**Julie Yockey, Director**

On June 20<sup>th</sup> our library was thrown head first into a disaster situation. All of my staff pitched in and worked themselves to total exhaustion as we battled huge water damage due to leaks associated with our new roofs. Yes, new roofs that did not leak before the work began on the replacement project due to the hail storm of 2017. Nine leaks in all have been identified in our library, one major leak that has been our largest problem, and did the most intense damage. There are numerous issues and locations that have damage due to the storm that came through on the 20<sup>th</sup>. This facility was closed for three days while we got organized. Gary Cole, Building Committee member will fill the Board in on the particulars during our meeting. For the time being, the administrative offices have been relocated to the Board Room where Judy and I are packed in like sardines! We tell everyone that it is a good thing we get along so well.

During the month of June we had a visit from MoreNet, I attended the Missouri Public Library Directors bi-annual meeting in St. Louis, we attended a Chamber Luncheon with Nate Dally and celebrated two new American citizens! The garden shed was moved in less than an hour to the parking lot, where someone over the weekend backed into it, and the walnut tree has been removed! All this besides our Summer Reading Programs which are packing our library 4 days a week. With the loss of one precious staff member who has decided to move on to a full time position, a revision had to be done to scheduling, which is now in place. We are lucky to get another staff member back from maternity leave and we only have three more weeks of Summer Reading left! Whew! My staff gives me 110% every day and they are tired. I treated them last Friday to bagels, fruit and sweets, and it seemed to give them a lift. Some of them head to the gardens each morning to water before it gets too hot. One staff member brings jugs of water each morning, on her own, to water the bed in the front yard where we cannot reach with a hose. We need to keep things looking lovely for when the judges come to inspect us the end of July.

We have two new Board members that have been appointed by our Mayor. Donna Maggard cannot join us tonight, but Miriam Putnam will be with us, and we are blessed to have them both. We feel it will be a great fit to our already perfect Board. The Board will need to be reorganized this evening. We also have policies on circulation, eligibility for library cards as well as a personnel policy that needs approved.

There is a blessing in everything we do, and surely, we will find ours soon amidst our water damage.

Respectfully submitted,

A handwritten signature in black ink that reads "Julie Yockey". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

Julie Yockey, Director

## Children's Progress Report June 2018, Sherri Luce

June has continued to be very busy for us here in the Children's Department. For our families and youngest patrons, we host one bi lingual Storytime on Monday morning, and an English Storytime on Wednesday morning that is repeated on Thursday mornings. This year, I've been visiting Kids First Daycare kids for Storytime instead of them walking over each week. It allows us to have more room for walk-in families during storytimes, and their average student is much younger this year, which would make the walk more difficult for them as well. We hosted one special event at Memorial Hall—Jennifer Daniels came and told stories and sang songs with our patrons.

Ben planned some special events for our Teens. Every Tuesday evening, he has something planned for grades 7 and up. They've had a Guitar Hero Tournament, watched movies, and had a craft night. There was also a board game night planned, but because we lost power that afternoon, we had to cancel. Our local Bright Futures group brings a snack over again on Tuesdays and Thursdays half an hour before our planned program. Most kids come early for the snack, and stay for the activity.

On Thursdays, we have something for the younger, school-aged group (grades 3-6). We had one S.T.E.A.M. activity day, one Movie Day, and one Games and Puzzles Day. Again, with the closures we've experienced, we did have to cancel a Reader's Theater event for this age group, but are thankful there weren't more changes to our calendar.

With all of these programs, the library has served just over 900 people in June alone. With our kick-off event being held in May, this exceeds the numbers of any summer I've been here! Even with all of the above activities, I don't feel we have an accurate 'official' count of those served. On Mondays, we've also been visited by Little Folks Daycare and Kids First Daycare school aged children. This would add approximately 35-40 each week while summer school was in session, and upwards of 80 children each week once it was over. In addition, it's difficult to obtain a count of those served with the Bright Futures lunch program and the YMCA program (kids may sign-up and log reading while there). These are both just getting started, so hopefully I'll know more for July.

Things will not be slowing down for July. We have four regular Storytimes, three Spanish Storytimes, another S.T.E.A.M. Day, and a Movie Day. Teens also have weekly events scheduled throughout July, including more crafts, movies, and another Guitar Hero Tournament. Last day for participants to turn in reading logs will be July 25<sup>th</sup>. As you can see, there are lots of opportunities for patrons to attend events and time to read to fulfill the program before then.

We have just over 600 people enrolled in the program for Children's and Teens, with 48 already finished. The only enrollments we are still accepting at this time are with the Bright Futures Free Lunch and the YMCA program.

**CIRCULATION REPORT for June 2018**

<b>New Books/Periodicals</b>	
Adult Books	<u>79</u>
Adult Periodicals	<u>85</u>
YA Books	<u>1</u>
YA Periodicals	<u>3</u>
Juvenile Books	<u>6</u>
Juv Periodicals	<u>6</u>
<b>Totals</b>	<u><b>180</b></u>

<b>New Applications</b>	
Adult	<u>84</u>
Juvenile	<u>58</u>
<b>Total</b>	<u><b>142</b></u>

<b>AWE Computers</b>	
Computer #1	<u>93</u>
Computer #2	<u>105</u>
Bilingual	<u>98</u>
<b>Total</b>	<u><b>296</b></u>

<b>Computer Use</b>	
Adult	<u>644</u>
Reference/Genealogy	<u>14</u>
Microfilm	<u>7</u>
Juvenile	<u>148</u>
Tablets	<u>33</u>
AWE	<u>296</u>
Teen Laptops	<u>88</u>
Wireless	<u>435</u>
<b>Total</b>	<u><b>1665</b></u>

<b>Circulation</b>	<b>Adult</b>	<b>YA</b>	<b>Juvenile</b>	<b>Total</b>
Books	<u>1863</u>	<u>445</u>	<u>2971</u>	<u>5279</u>
Periodicals	<u>70</u>	<u>0</u>	<u>3</u>	<u>73</u>
Audio	<u>75</u>	<u>1</u>	<u>53</u>	<u>129</u>
Visual	<u>477</u>	<u>-</u>	<u>-</u>	<u>477</u>
Circulating Electronics	<u>5</u>	<u>-</u>	<u>-</u>	<u>5</u>
eBooks	<u>798</u>	<u>102</u>	<u>139</u>	<u>1039</u>
<b>Totals</b>	<u><b>3288</b></u>	<u><b>548</b></u>	<u><b>3166</b></u>	<u><b>7002</b></u>
In House Use	<u>172</u>	<u>-</u>	<u>-</u>	<u>172</u>
<b>Courier</b>	<b>Lending</b>	<b>Borrowing</b>		<b>Total</b>
	<u>441</u>	<u>310</u>		<u>751</u>
<b>Circulation Total</b>				<u><b>7925</b></u>

<b>Learning Express</b>	<b>NewsBank</b>	<b>Ebscohost</b>	<b>HeritageQuest</b>	<b>Total</b>
<u>23</u>	<u>3</u>	<u>42</u>	<u>19</u>	<u>87</u>

<b>ENGLISH</b>	<b>Adult</b>	<b>YA</b>	<b>Juvenile</b>	<b>Total</b>
Programs	<u>4</u>	<u>4</u>	<u>12</u>	<u>20</u>
Attendees	<u>108</u>	<u>18</u>	<u>858</u>	<u>984</u>

<b>SPANISH</b>	<b>Adult</b>	<b>Juvenile</b>	<b>Total</b>
	<small>May 2018</small>		
Programs	<u>7</u>	<u>4</u>	<u>11</u>
Attendees	<u>32</u>	<u>80</u>	<u>112</u>

	<b>Requests</b>	<b>Filled</b>
<b>ILL Requests Made</b>	<u>1</u>	<u>1</u>
<b>ILL Requests Rec'd</b>	<u>127</u>	<u>0</u>

<b>Door Count</b>	<u>N/A</u>
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	<b>Adult</b>	<b>YA</b>	<b>Juvenile</b>	<b>Total</b>
<b>Mending</b>	<u>0</u>	<u>1</u>	<u>27</u>	<u>28</u>
<b>Discards</b>	<u>269</u>	<u>1</u>	<u>9</u>	<u>279</u>
<b>Corrective Processing</b>	<u>611</u>	<u>0</u>	<u>9</u>	<u>620</u>

JUNE 2018 MONTHLY JUDGEMENTS FILED

<u>CITATION</u>	<u>NAME</u>	<u>STATUS</u>	<u>STATUS DATE/TIME</u>	<u>FILED DATE</u>	<u>OFFENSE</u>	<u>PLEA</u>	<u>PLEA DATE</u>	<u>CONVICTION DATE</u>	<u>TOTAL DUE</u>
170534008	ABELL, MARY S	IA	07/26/2018 9:00	6/27/18	PETIT THEFT				\$ 29.00
170534009	ABELL, MARY S	IA	07/26/2018 9:00	6/27/18	PETIT THEFT				\$ 29.00
170534010	ABELL, MARY S	IA	07/26/2018 9:00	6/27/18	PETIT THEFT				\$ 29.00
170534011	ABELL, MARY S	IA	07/26/2018 9:00	6/27/18	PETIT THEFT				\$ 29.00
170534012	ABELL, MARY S	IA	07/26/2018 9:00	6/27/18	PETIT THEFT				\$ 29.00
170534013	ABELL, MARY S	IA	07/26/2018 9:00	6/27/18	PETIT THEFT				\$ 29.00
170534014	ABELL, MARY S	IA	07/26/2018 9:00	6/27/18	PETIT THEFT				\$ 29.00
170534015	ABELL, MARY S	IA	07/26/2018 9:00	6/27/18	PETIT THEFT				\$ 29.00
170535329	ACABAL-AJTUN, ESVION	IA	07/26/2018 9:00	6/7/18	NO OPERATORS LICENSE				\$ 129.00
170535330	ACABAL-AJTUN, ESVION	IA	07/26/2018 9:00	6/7/18	NO PROOF OF INSURANCE				\$ 29.00
170535138	ADAMS, BRANDON S	IA	07/26/2018 9:00	6/7/18	IMPROPER REGISTRATION				\$ 124.00
170535139	ADAMS, BRANDON S	IA	07/26/2018 9:00	6/7/18	NO PROOF OF INSURANCE				\$ 29.00
170535140	ADAMS, BRANDON S	IA	07/26/2018 9:00	6/7/18	SEATBELT				\$ 10.00
170535390	ADAMS, KALEB RAY	IA	07/26/2018 9:00	6/27/18	DOMESTIC ASSAULT-3RD DEGREE				\$ 29.00
170535391	ADAMS, KALEB RAY	IA	07/26/2018 9:00	6/27/18	PROPERTY DESTRUCTION				\$ 29.00
170535321	AMILCAR, ENRIQUEZ R	IA	07/26/2018 9:00	6/27/18	NO OPERATORS LICENSE				\$ 189.00
170533519	ANDREWS, BECKY S	VD	06/07/2018 9:00	6/7/18	OVERTIME PARKING				
170533518	ANDREWS, LYNN DALE	VD	06/07/2018 9:00	6/7/18	PARK ACROSS YELLOW LINES				
170535161	AYALA GARCIA, BRIAN	DI	06/29/2018 9:00	6/27/18	NO PROOF OF INSURANCE				
170533668	BABB, CLAYTON E	IA	07/19/2018 9:00	6/27/18	TRESPASS				\$ 29.00
170533669	BABB, CLAYTON E	VD	06/12/2018 9:00	6/12/18	TRESPASS				
170535180	BACKUS, DAVID	CL	06/25/2018 8:15	6/25/18	DOG AT LARGE	PG	6/25/2018	6/25/2018	
170534857	BACON, CORTNEY	IA	07/26/2018 9:00	6/27/18	POSSESSION DRUG PARAPHERNALI,				\$ 29.00
170535153	BALDWIN, KATEY ANN	WI	07/26/2018 9:00	6/27/18	SPEEDING 10 - 24 OVER 45 MPH in				\$ 89.00
170535002	BALSTER, STEVEN	CL	07/05/2018 9:15	6/27/18	IMPROPER REGISTRATION	PG	7/05/2018	7/05/2018	
170535231	BANKS, LATISHA DAWN	TR	09/06/2018 9:00	6/7/18	NO OPERATORS LICENSE	NG	6/14/2018		\$ 129.00
170535232	BANKS, LATISHA DAWN	TR	09/06/2018 9:00	6/7/18	NO PROOF OF INSURANCE	NG	6/14/2018		\$ 29.00
170535233	BANKS, LATISHA DAWN	TR	09/06/2018 9:00	6/7/18	IMPROPER REGISTRATION	NG	6/14/2018		\$ 124.00
170535234	BANKS, LATISHA DAWN	TR	09/06/2018 9:00	6/7/18	SEATBELT	NG	6/14/2018		\$ 10.00
170531123	BARBOSA, ARIEL	IA	07/19/2018 9:00	6/27/18	DOG AT LARGE				\$ 85.00
170531124	BARBOSA, ARIEL	IA	07/19/2018 9:00	6/27/18	VICIOUS DOG				\$ 29.00
170534847	BARILA, ANTHONY BULABAR	UF	08/02/2018 9:00	6/7/18	IMPROPER EQUIPMENT	NC	6/28/2018	6/28/2018	\$ 179.00
170534168	BASS, VAL G	IA	07/26/2018 9:00	6/7/18	ASSAULT-4TH DEGREE				\$ 29.00

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170535305	BAYLESS, LISA	DP	06/14/2018 9:00	6/15/18	IMPROPER REGISTRATION					
170533546	BEASLEY, HAYDEN NOAH	DP	06/07/2018 14:00	6/7/18	DRIVING WHILE SUSPENDED					
170533547	BEASLEY, HAYDEN NOAH	TR	08/16/2018 9:00	6/7/18	POSSESSION DRUG PARAPHERNALI,	NG	6/07/2018		\$	29.00
170533418	BECK, LEEANN	IA	07/19/2018 9:00	6/27/18	NO OPERATORS LICENSE				\$	129.00
170534798	BECKHAM, LINDA LARIE	DJ	06/21/2018 14:00	6/7/18	NO PROOF OF INSURANCE					
170534816	BEELE, COURTNEY JEAN	IA	07/26/2018 9:00	6/27/18	DOMESTIC ASSAULT-3RD DEGREE				\$	29.00
170535145	BETTIS, BRIANA FAELON	IA	07/19/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170536185	BLEDSOE, RICKY G	UF	08/30/2018 9:00	6/28/18	NO PROOF OF INSURANCE	PG	6/28/2018	6/28/2018	\$	229.00
170536186	BLEDSOE, RICKY G	DJ	06/28/2018 9:00	6/28/18	SEATBELT					
170536187	BLEDSOE, RICKY G	UF	08/30/2018 9:00	6/25/18	DRIVING WHILE REVOKED	PG	6/28/2018	6/28/2018	\$	229.00
170536188	BLEDSOE, RICKY G	TR	08/30/2018 9:00	6/28/18	STOP SIGN	NG	6/28/2018		\$	134.00
170534016	BODINE, AMY LEE	IA	07/26/2018 9:00	6/27/18	PETIT THEFT				\$	29.00
170534017	BODINE, AMY LEE	IA	07/26/2018 9:00	6/27/18	PETIT THEFT				\$	29.00
170535157	BORLAND, CHASE T	WI	08/23/2018 9:00	6/27/18	STOP SIGN				\$	100.00
170535179	BOTTS, ROBIN RENEE	IA	07/26/2018 9:00	6/27/18	NO RABIES VACCINATION				\$	80.00
170533414	BOWMAN, LINDSEY GRACE	IA	07/26/2018 9:00	6/7/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170533415	BOWMAN, LINDSEY GRACE	IA	07/26/2018 9:00	6/7/18	POSSESSION DRUG PARAPHERNALI,				\$	29.00
170534858	BOWMAN, LINDSEY GRACE	IA	07/26/2018 9:00	6/13/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170534252	BOWSER, CORY W	IA	07/26/2018 9:00	6/27/18	DRIVING WHILE SUSPENDED				\$	29.00
170534253	BOWSER, CORY W	IA	07/26/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170534254	BOWSER, CORY W	IA	07/26/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170534815	BRAKE, NANCY ELAINE	IA	07/26/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170534246	BREWER, BRITTNEY L A	IA	07/26/2018 9:00	6/7/18	NO PROOF OF INSURANCE				\$	29.00
170534400	BRINKHOFF, BRIAN KENT	CL	06/19/2018 15:12	6/7/18	IMPROPER REGISTRATION	PG	6/19/2018	6/19/2018		
170534725	BROWN, CHARLES ANTHONY	IA	07/26/2018 9:00	6/7/18	IMPROPER REGISTRATION				\$	124.00
170533411	BROWN, KEM AUSTIN	SA	08/30/2018 9:00	6/7/18	POSS CONTROLLED SUBSTANCE	PG	6/21/2018	6/21/2018	\$	29.00
170533412	BROWN, KEM AUSTIN	SA	08/30/2018 9:00	6/7/18	POSSESSION DRUG PARAPHERNALI,	PG	6/22/2018		\$	29.00
170533556	BROWN, THOMAS	IA	07/19/2018 9:00	6/27/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170533557	BROWN, THOMAS	IA	07/19/2018 9:00	6/27/18	POSS INTOX BY A MINOR				\$	29.00
170534166	BROWN, TYANAH MARIE	CL	06/15/2018 16:01	6/7/18	SPEEDING 10 - 24 OVER 49 MPH in	PG	6/15/2018	6/15/2018		
170533674	BUHOLZER, CRYSTAL RENEE	IA	07/19/2018 9:00	6/27/18	PETIT THEFT				\$	29.00
170533675	BUHOLZER, CRYSTAL RENEE	IA	07/19/2018 9:00	6/27/18	POSSESSION DRUG PARAPHERNALI,				\$	29.00
170535314	BURKHART, TERESA	IA	07/26/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170534852	BURTON, CHELCEE ANN	IA	07/19/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00

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170535019	CAMPBELL, DUSTIN J	IA	07/26/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170535020	CAMPBELL, DUSTIN J	IA	07/26/2018 9:00	6/27/18	SEATBELT				\$	10.00
170535021	CAMPBELL, DUSTIN J	IA	07/26/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170533646	CANTU, AMBER DAWN	UF	08/16/2018 9:00	6/7/18	PETIT THEFT	PG	6/14/2018	6/14/2018	\$	179.00
170535150	CAPPS, EMILY MARIE	IA	07/19/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535151	CAPPS, EMILY MARIE	IA	07/19/2018 9:00	6/27/18	SEATBELT				\$	10.00
170534700	CAPPS, ERIC BROCK	TR	09/20/2018 14:00	6/4/18	DRIVING WHILE INTOXICATED	NG	6/07/2018		\$	29.00
170535267	CARNES, KERI L	TR	09/06/2018 9:00	6/7/18	DRIVING WHILE INTOXICATED	NG	6/28/2018		\$	29.00
170535268	CARNES, KERI L	TR	09/06/2018 9:00	6/7/18	FAIL TO SIGNAL	NG	7/06/2018		\$	80.00
170535269	CARNES, KERI L	TR	09/06/2018 9:00	6/7/18	POSSESSION DRUG PARAPHERNALI,	NG	7/06/2018		\$	29.00
170535270	CARNES, KERI L	TR	09/06/2018 9:00	6/7/18	POSS CONTROLLED SUBSTANCE	NG	7/06/2018		\$	29.00
170534723	CARPENTER, KATHERINE E	SA	09/13/2018 9:00	6/7/18	POSS CONTROLLED SUBSTANCE	PG	6/21/2018	6/21/2018	\$	29.00
170534724	CARPENTER, KATHERINE E	SA	09/13/2018 9:00	6/7/18	POSSESSION DRUG PARAPHERNALI,	PG	6/21/2018	6/21/2018	\$	29.00
170535068	CARPINO, PRESTON CRAIG	IA	07/26/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535360	CARRETO, CAMILO	CL	06/07/2018 12:57	6/7/18	NO OPERATORS LICENSE	PG	6/07/2018	6/07/2018		
170534980	CASEBIER, ROBIN	TR	09/20/2018 9:00	6/21/18	DRIVING WHILE INTOXICATED	NG	7/03/2018		\$	29.00
170534981	CASEBIER, ROBIN	TR	09/20/2018 9:00	6/21/18	POSSESSION DRUG PARAPHERNALI,	NG	7/03/2018		\$	29.00
170534982	CASEBIER, ROBIN	TR	09/20/2018 9:00	6/21/18	POSS CONTROLLED SUBSTANCE	NG	6/21/2018		\$	29.00
170533520	CASH, DUSTIN A	IA	07/19/2018 9:00	6/27/18	PETIT THEFT				\$	29.00
170533543	CASIQUE, JUAN	CL	06/28/2018 10:53	6/26/18	SPEEDING 10 - 24 OVER 50 MPH in	PG	6/28/2018	6/28/2018		
170535690	CAUSEY, PAULIE JO	IA	07/26/2018 9:00	6/14/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170535691	CAUSEY, PAULIE JO	IA	07/26/2018 9:00	6/27/18	POSSESSION DRUG PARAPHERNALI,				\$	29.00
170535375	CLARK, MARK ALAN	IA	07/19/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535677	CLARK, MARK ALAN	IA	07/19/2018 9:00	6/27/18	FAIL TO DRIVE ON RIGHT SIDE OF S1				\$	85.00
170534840	COLBA, CHAD E	TR	09/06/2018 9:00	6/7/18	NO OPERATORS LICENSE	NG	7/03/2018		\$	129.00
170534841	COLBA, CHAD E	TR	09/06/2018 9:00	6/7/18	DRIVING WHILE INTOXICATED	NG	6/21/2018		\$	29.00
170535278	COLE, JAROD AARON	IA	07/19/2018 9:00	6/7/18	IMPROPER REGISTRATION				\$	124.00
170534003	COMFORT JOHNSON, CHASE	UF	07/12/2018 9:00	6/14/18	PETIT THEFT	PG	6/14/2018	6/14/2018	\$	279.00
170534004	COMFORT JOHNSON, CHASE	IA	07/26/2018 9:00	6/27/18	POSS INTOX BY A MINOR				\$	29.00
170535018	CONNER, JAMIE	IA	07/26/2018 9:00	6/27/18	SPEEDING 10 - 24 OVER 44 MPH in				\$	85.00
170535370	COOK, ASHLEY KAY	IA	07/19/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535371	COOK, ASHLEY KAY	IA	07/19/2018 9:00	6/27/18	FAIL TO DRIVE ON RIGHT SIDE OF S1				\$	85.00
170533666	COOK, CODY A	DI	06/15/2018 9:00	6/15/18	NO PROOF OF INSURANCE					
170535143	COOK, EZRA MICHEAL	IA	07/19/2018 9:00	6/7/18	IMPROPER REGISTRATION				\$	124.00

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170534406	CORDOVA MENDEZ, LUIS	IA	07/26/2018 9:00	6/7/18	SPEEDING 10 - 24 OVER 43 MPH in				\$	81.00
170534925	CORNELL, ROGER	TR	09/20/2018 9:00	6/7/18	C & I DRIVING	NG	6/14/2018		\$	155.00
170535276	CORNELL, ROGER	TR	09/20/2018 9:00	6/7/18	DRIVING WHILE INTOXICATED	NG	6/14/2018		\$	29.00
90952969	COWGILL, KENTON C	IA	07/19/2018 9:00	6/7/18	NO CITY OCCUPATION LICENSE 1ST				\$	104.00
170534988	COX, REBECCA	DI	06/14/2018 14:00	6/7/18	NO PROOF OF INSURANCE					
170535013	CREOLLO, KALLEY	TR	09/20/2018 9:00	6/14/18	POSS CONTROLLED SUBSTANCE	NG	6/14/2018		\$	29.00
170535014	CREOLLO, KALLEY	TR	09/20/2018 9:00	6/14/18	POSSESSION DRUG PARAPHERNALI	NG	6/14/2018		\$	29.00
170533667	CROONE, JAMES	SA	08/30/2018 9:00	6/11/18	POSS CONTROLLED SUBSTANCE	PG	6/28/2018		\$	29.00
170535040	CRUZ CHUTA, LUIZ ADOLFO L A	TR	07/26/2018 9:00	6/7/18	NO PROOF OF INSURANCE	NG	6/21/2018		\$	29.00
170535041	CRUZ CHUTA, LUIZ ADOLFO L A	SA	07/26/2018 9:00	6/7/18	POSS INTOX BY A MINOR	PG	6/21/2018	6/21/2018	\$	29.00
170533622	CRUZ, RUBEN	IA	07/19/2018 9:00	6/7/18	POSS INTOX BY A MINOR				\$	29.00
170533623	CRUZ, RUBEN	IA	07/19/2018 9:00	6/7/18	TRESPASS				\$	29.00
170533522	CUTBIRTH, JOHN A	CL	07/09/2018 13:44	6/27/18	OVERTIME PARKING	PG	7/09/2018	7/09/2018		
170534247	CUTBIRTH, NICHOLAS OWEN	IA	07/26/2018 9:00	6/7/18	PETIT THEFT				\$	29.00
170534411	DAVIS, ALAN A	CL	06/06/2018 9:55	6/6/18	SEATBELT	PG	6/06/2018	6/06/2018		
170535376	DAVIS, BRAIDEN MAXWELL	IA	07/19/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535356	DAVIS, FELICIA RENEA	IA	07/19/2018 9:00	6/7/18	DRIVING WHILE INTOXICATED				\$	29.00
170535357	DAVIS, FELICIA RENEA	IA	07/19/2018 9:00	6/7/18	FAIL TO DRIVE ON RIGHT SIDE OF ST				\$	85.00
170535358	DAVIS, FELICIA RENEA	IA	07/19/2018 9:00	6/7/18	FAIL TO SIGNAL				\$	80.00
170535359	DAVIS, FELICIA RENEA	IA	07/19/2018 9:00	6/7/18	NO OPERATORS LICENSE				\$	129.00
170534170	DAVIS, TRISTEN	IA	07/19/2018 9:00	6/7/18	ASSAULT-4TH DEGREE				\$	29.00
170535347	DE LA PENA, STEPHANIE BIANCA	UF	07/12/2018 9:00	6/7/18	IMPROPER REGISTRATION	PG	6/21/2018	6/21/2018	\$	48.00
170535348	DE LA PENA, STEPHANIE BIANCA	TR	09/06/2018 9:00	6/7/18	NO PROOF OF INSURANCE	NG	6/21/2018		\$	29.00
170535349	DE LA PENA, STEPHANIE BIANCA	TR	09/06/2018 9:00	6/7/18	POSSESSION DRUG PARAPHERNALI	NG	7/05/2018		\$	29.00
170535350	DE LA PENA, STEPHANIE BIANCA	TR	09/06/2018 9:00	6/7/18	SEATBELT	NG	7/05/2018		\$	10.00
170535351	DE LA PENA, STEPHANIE BIANCA	TR	09/06/2018 9:00	6/27/18	DRIVING WHILE INTOXICATED	NG	7/05/2018		\$	29.00
170535352	DE LA PENA, STEPHANIE BIANCA	TR	09/06/2018 9:00	6/7/18	FAIL TO DRIVE ON RIGHT SIDE OF ST	NG	7/05/2018		\$	85.00
170535378	DE LA PENA, STEPHANIE BIANCA	IA	07/19/2018 9:00	6/27/18	ASSAULT-4TH DEGREE				\$	29.00
170531573	DEGONIA, OSTEN COLE	TR	08/16/2018 9:00	6/7/18	PETIT THEFT	NG	6/14/2018		\$	29.00
170534799	DEGONIA, OSTEN COLE	SA	08/16/2018 9:00	6/7/18	POSS CONTROLLED SUBSTANCE	PG	6/21/2018	6/21/2018	\$	29.00
170535289	DELEON-RIVERA, MAUDILIA	TR	09/20/2018 9:00	6/7/18	C & I DRIVING	NG	6/21/2018		\$	155.00
170534792	DEMUTH, DESIRRAY MICHELLE	TR	09/13/2018 9:00	6/7/18	NO OPERATORS LICENSE	NG	7/03/2018		\$	129.00
170534793	DEMUTH, DESIRRAY MICHELLE	TR	09/13/2018 9:00	6/7/18	FAIL TO YIELD RIGHT OF WAY-UNCC	NG	6/21/2018		\$	85.00
170533625	DIAZ-HERNANDEZ, MARGARITA	CL	06/08/2018 15:58	6/8/18	NO OPERATORS LICENSE			6/08/2018		

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170534721	DICKINSON, ASHLEY BLAKE	UF	08/09/2018 14:00	6/7/18	IMPROPER REGISTRATION	PG	6/14/2018	6/14/2018	\$	124.00
170535283	DIGGS, CRAIG ANTHONY	CL	06/26/2018 10:06	6/7/18	IMPROPER REGISTRATION	PG	6/21/2018	6/21/2018		
170535284	DIGGS, CRAIG ANTHONY	DI	06/21/2018 14:00	6/7/18	NO PROOF OF INSURANCE					
170534420	DOMINGUEZ, BECKY GARCIA	IA	07/26/2018 9:00	6/27/18	SPEEDING 10 - 24 OVER 51 MPH in				\$	113.00
170534421	DOMINGUEZ, BECKY GARCIA	DI	06/28/2018 9:00	6/27/18	NO PROOF OF INSURANCE					
170533541	DONOVAN, MICHAEL PATRICK	IA	07/26/2018 9:00	6/7/18	NO PROOF OF INSURANCE				\$	29.00
170535295	DUNCAN, RON JOE	CL	07/12/2018 14:12	6/7/18	IMPROPER REGISTRATION	PG	7/12/2018	7/12/2018		
170533154	EGGERT, DAWN	IA	07/26/2018 9:00	6/7/18	PARK MORE THAN 18 INCHES FROM				\$	40.00
170534862	ELLIOT, SCOTT	IA	07/26/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170534796	ENAMORADO, ROGER ROBERTO	IA	07/19/2018 9:00	6/7/18	NO OPERATORS LICENSE				\$	129.00
170534797	ENAMORADO, ROGER ROBERTO	IA	07/19/2018 9:00	6/7/18	NO PROOF OF INSURANCE				\$	29.00
170534000	ENDRES, KAYLEE ANN	IA	08/02/2018 9:00	6/7/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170535034	ERICKSON, AARON M	IA	07/19/2018 9:00	6/7/18	DRIVING WHILE INTOXICATED				\$	29.00
170534402	ESCOBAR-REYES, HECTOR E	IA	07/26/2018 9:00	6/7/18	NO OPERATORS LICENSE				\$	129.00
170534415	ESTRADA-MALDONADO, DEBORA RAQ	IA	07/19/2018 9:00	6/27/18	NO OPERATORS LICENSE				\$	129.00
170534416	ESTRADA-MALDONADO, DEBORA RAQ	IA	07/19/2018 9:00	6/27/18	SEATBELT				\$	10.00
170535061	ESTRADA-MALDONADO, DOBORA RAQ	CL	07/09/2018 15:05	6/27/18	NO OPERATORS LICENSE	PG	7/09/2018	7/09/2018		
170533419	ESTRADA REYES, DEMSI	IA	07/19/2018 9:00	6/18/18	NO OPERATORS LICENSE				\$	129.00
170535165	FLEISCHMAN, CHRISTOPHER LAUREN	IA	07/19/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170535166	FLEISCHMAN, CHRISTOPHER LAUREN	IA	07/19/2018 9:00	6/27/18	SEATBELT				\$	10.00
170533156	FLY, AARON	IA	07/19/2018 9:00	6/7/18	PETIT THEFT				\$	29.00
170534399	FOSTER, LAWRENCE	CL	06/07/2018 9:35	6/7/18	SEATBELT	PG	6/07/2018	6/07/2018		
170534171	FROST, MARVIN WALTER	IA	07/19/2018 9:00	6/7/18	FAIL TO YIELD RIGHT OF WAY-UNCC				\$	85.00
170534410	FUGET, DAKOTA MICHAEL	IA	07/19/2018 9:00	6/7/18	IMPROPER REGISTRATION				\$	124.00
170534401	GALLUP, AUSTIN BRIANT	DP	06/21/2018 9:00	6/7/18	FOLLOW TOO CLOSE	NG	6/21/2018			
170533559	GALVEZ CASTRO, YOMILDA V	IA	07/19/2018 9:00	6/27/18	NO OPERATORS LICENSE				\$	129.00
170533560	GALVEZ CASTRO, YOMILDA V	IA	07/19/2018 9:00	6/27/18	FAIL TO YIELD RIGHT OF WAY-STOP				\$	85.00
160578972	GARCIA VASQUEZ, JOSE FRANSSICO	CL	07/09/2018 10:47	6/27/18	NO OPERATORS LICENSE	PG	7/09/2018	7/09/2018		
160578973	GARCIA VASQUEZ, JOSE FRANSSICO	DI	07/09/2018 9:00	6/27/18	NO PROOF OF INSURANCE					
170535069	GARCIA, LEWIS	IA	07/26/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170533420	GARCIA, PAULA	IA	07/26/2018 9:00	6/27/18	NO OPERATORS LICENSE				\$	189.00
170535476	GARRIS, MARK WADE	IA	07/19/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535148	GASTON, DUSTIN KYLE	IA	07/19/2018 9:00	6/27/18	SEATBELT				\$	10.00
170535149	GASTON, DUSTIN KYLE	IA	07/19/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00

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170534807	GATES, DOLLIE I	IA	07/19/2018 9:00	6/7/18	ASSAULT-4TH DEGREE				\$	29.00
170531574	GEORGE, HARTMAN	CL	06/19/2018 12:28	6/7/18	PETIT THEFT	PG	6/14/2018	6/14/2018		
170534859	GEORGE, MORGAN ELIZEBETH	IA	07/26/2018 9:00	6/27/18	DRIVING WHILE INTOXICATED				\$	29.00
170535074	GIETT, TERESA MICHELE	WI	08/23/2018 9:00	6/27/18	ASSAULT-4TH DEGREE				\$	29.00
170534990	GIL, MARIA C	CL	06/27/2018 10:14	6/7/18	SEATBELT	PG	6/27/2018	6/27/2018		
170533670	GILLEN, ARIELE CECILE	UF	08/02/2018 9:00	6/15/18	IMPROPER REGISTRATION	PG	6/14/2018	6/14/2018	\$	74.00
170533671	GILLEN, ARIELE CECILE	DP	06/14/2018 9:00	6/15/18	NO PROOF OF INSURANCE					
170533617	GILLEN, MADDISON R	TR	08/23/2018 9:00	6/7/18	ASSAULT-4TH DEGREE	NG	6/21/2018		\$	29.00
170535277	GILLIGAN, HEIDI HEATHER	CL	06/13/2018 13:36	6/7/18	IMPROPER REGISTRATION	PG	6/13/2018	6/13/2018		
170535009	GIRDNER, KATRINA	IA	07/26/2018 9:00	6/27/18	SEATBELT				\$	10.00
170534414	GOEKEN, KELLY W	CL	07/13/2018 15:43	6/27/18	SEATBELT	PG	7/13/2018	7/13/2018		
170534801	GOMEZ- CHANAS, YANCARLOS	CL	06/11/2018 11:49	6/7/18	NO OPERATORS LICENSE	PG	6/11/2018	6/11/2018		
170535386	GONZALEZ-CASTAVEDA, CARLOS-MAN	IA	07/26/2018 9:00	6/27/18	NO OPERATORS LICENSE				\$	189.00
170535387	GONZALEZ-CASTAVEDA, CARLOS-MAN	IA	07/26/2018 9:00	6/27/18	FAIL TO YIELD RIGHT OF WAY-STOP				\$	134.00
170535686	GONZALEZ, DIEGO	IA	07/26/2018 9:00	6/27/18	NO OPERATORS LICENSE				\$	129.00
170535687	GONZALEZ, DIEGO	IA	07/26/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535689	GONZALEZ, DIEGO	IA	07/26/2018 9:00	6/27/18	NO OPERATORS LICENSE				\$	129.00
170535389	GONZALEZ, MINOSHKA	IA	07/26/2018 9:00	6/27/18	NO OPERATORS LICENSE				\$	189.00
170534855	GOODSON, ETHAN CODY	IA	07/19/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170534856	GOODSON, ETHAN CODY	IA	07/19/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170533152	GROUNDS, KINDRA G	IA	07/26/2018 9:00	6/7/18	FAIL TO RETURN RENTAL PROPERTY				\$	29.00
170535042	GUZMAN MEJIA, FRANCO ROLANDO	SA	08/16/2018 9:00	6/7/18	POSS INTOX BY A MINOR	PG	6/21/2018	6/21/2018	\$	29.00
170535043	GUZMAN MEJIA, FRANCO ROLANDO	SA	08/16/2018 9:00	6/7/18	POSS CONTROLLED SUBSTANCE	PG	6/21/2018	6/21/2018	\$	29.00
170535296	HADDOCK, ZACKARY WAYNE	IA	07/19/2018 9:00	6/7/18	IMPROPER REGISTRATION				\$	124.00
170535297	HADDOCK, ZACKARY WAYNE	IA	07/19/2018 9:00	6/7/18	NO PROOF OF INSURANCE				\$	29.00
170534398	HAINLINE, MIKAYLA LIZABETH	CL	06/21/2018 14:57	6/7/18	FAIL TO YIELD RIGHT OF WAY-STOP	PG	6/21/2018	6/21/2018		
170534846	HALL, RANDALL LOYD	DI	06/13/2018 14:00	6/7/18	NO PROOF OF INSURANCE					
170535242	HALVERSON, BRADLEY ALAN	TR	09/06/2018 9:00	6/7/18	POSSESSION DRUG PARAPHERNALI,	NG	6/21/2018		\$	29.00
170534808	HAMM, JONATHON	IA	07/19/2018 9:00	6/1/18	PETIT THEFT				\$	29.00
170535063	HARE, JEREMY SCOTT	IA	07/26/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170535064	HARE, JEREMY SCOTT	IA	07/26/2018 9:00	6/27/18	DRIVING WHILE SUSPENDED				\$	29.00
170534722	HARNS-WATSON, DONOVAN IZAIHAH	WI	07/26/2018 9:00	6/7/18	SPEEDING 10 - 24 OVER 47 MPH in				\$	97.00
170534167	HARPER, RICHARD R	IA	07/26/2018 9:00	6/7/18	ASSAULT-4TH DEGREE				\$	29.00
170534812	HASKINS, NATHANIEL H	IA	07/19/2018 9:00	6/27/18	ASSAULT-4TH DEGREE				\$	29.00

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170535054	HAWKS, CHESTER JACKSON	IA	07/19/2018 9:00	6/27/18	SPEEDING 10 - 24 OVER 50 MPH in				\$	109.00
170535055	HAWKS, CHESTER JACKSON	IA	07/19/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535056	HAWKS, CHESTER JACKSON	IA	07/19/2018 9:00	6/27/18	SEATBELT				\$	10.00
170534165	HAYES, SANDY LYNN	TR	08/23/2018 9:00	6/7/18	ASSAULT-4TH DEGREE	NG	6/21/2018		\$	29.00
160577084	HEBERT, PAULETTE M	IA	07/26/2018 9:00	6/27/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170534001	HENRY, RYAN ANDREW	UF	08/16/2018 9:00	6/7/18	PETIT THEFT	PG	6/28/2018	6/28/2018	\$	279.00
170534002	HENRY, RYAN ANDREW	UF	08/16/2018 9:00	6/7/18	POSSESSION DRUG PARAPHERNALI,	PG	6/28/2018	6/28/2018	\$	329.00
170534984	HERNANDEZ CAMPA, ROLANDO	CL	06/11/2018 14:56	6/7/18	NO OPERATORS LICENSE	PG	6/11/2018	6/11/2018		
170533153	HERNANDEZ, DONY	IA	07/26/2018 9:00	6/7/18	FAIL TO RETURN RENTAL PROPERTY				\$	29.00
170534813	HERSHEY, MACHELL	IA	07/26/2018 9:00	6/27/18	NO OPERATORS LICENSE				\$	129.00
170534814	HERSHEY, MACHELL	IA	07/26/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535036	HICKS, CODY ALLEN	DI	06/13/2018 14:00	6/7/18	NO PROOF OF INSURANCE					
170535243	HOLDEN, DANIEL DWAYNE JR	IA	07/26/2018 9:00	6/7/18	DRIVING WHILE REVOKED				\$	29.00
170535244	HOLDEN, DANIEL DWAYNE JR	IA	07/26/2018 9:00	6/7/18	NO PROOF OF INSURANCE				\$	29.00
170535245	HOLDEN, DANIEL DWAYNE JR	IA	07/26/2018 9:00	6/7/18	SEATBELT				\$	10.00
170535246	HOLDEN, DANIEL DWAYNE JR	IA	07/26/2018 9:00	6/7/18	IMPROPER EQUIPMENT				\$	85.00
170531575	HOLMAN, JENNIFER	CL	07/03/2018 16:25	6/27/18	PARK WRONG DIRECTION	PG	7/03/2018	7/03/2018		
170534175	HONEYCUTT, KRISTIN	IA	07/19/2018 9:00	6/7/18	NO PROOF OF INSURANCE				\$	29.00
170535301	HUNTER, HARVELL	IA	07/19/2018 9:00	6/27/18	DRIVING WHILE REVOKED				\$	29.00
170535302	HUNTER, HARVELL	IA	07/19/2018 9:00	6/27/18	POSSESSION DRUG PARAPHERNALI,				\$	29.00
170535303	HUNTER, HARVELL	IA	07/19/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170534866	HUNTER, JASON SCOTT	IA	07/26/2019 9:00	6/20/18	TRESPASS				\$	29.00
170534867	HUNTER, JASON SCOTT	IA	07/26/2018 9:00	6/20/18	POSSESSION DRUG PARAPHERNALI,				\$	29.00
170534999	HUTCHINS, ANDREW C	IA	07/19/2018 9:00	6/27/18	SEATBELT				\$	10.00
170535282	IBARRA-GARCIA, BRENY ELIZABETH	TR	09/20/2018 9:00	6/7/18	NO PROOF OF INSURANCE	NG	6/21/2018		\$	29.00
170535059	JACKSON, TARIS VASHAUN	IA	07/19/2018 9:00	6/27/18	SPEEDING 10 - 24 OVER 48 MPH in				\$	101.00
170535382	JEFFERY, SHAWNTE LADON	IA	07/26/2018 9:00	6/27/18	PETIT THEFT				\$	29.00
170535383	JEFFERY, SHAWNTE LADON	IA	07/26/2018 9:00	6/27/18	POSSESSION DRUG PARAPHERNALI,				\$	29.00
170533160	JENNINGS, GRACE RENEE	IA	07/19/2018 9:00	6/27/18	PETIT THEFT				\$	29.00
170535309	JENNY, MICHELE A	IA	07/26/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170535310	JENNY, MICHELE A	IA	07/26/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535318	JENNY, MICHELLE A	IA	07/26/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170535319	JENNY, MICHELLE A	IA	07/26/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535320	JENNY, MICHELLE A	IA	07/26/2018 9:00	6/27/18	POSSESSION DRUG PARAPHERNALI,				\$	29.00

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170535290	JIMENEZ, AGNES J	CL	06/14/2018 10:07	6/7/18	IMPROPER REGISTRATION	PG	6/11/2018	6/11/2018		
170535291	JIMENEZ, AGNES J	CL	06/14/2018 10:07	6/7/18	NO OPERATORS LICENSE	PG	6/11/2018	6/11/2018		
170534845	JOHNSON, DOUGLAS	DI	06/12/2018 14:00	6/6/18	NO PROOF OF INSURANCE					
170535136	JOHNSON, JESSICA JEAN	IA	07/26/2018 9:00	6/7/18	IMPROPER REGISTRATION				\$	124.00
170535299	JOHNSON, MARY C	IA	07/19/2018 9:00	6/27/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170535300	JOHNSON, MARY C	IA	07/19/2018 9:00	6/27/18	POSSESSION DRUG PARAPHERNALI,				\$	29.00
170533651	JOHNSON, MARY CHARLOTTE	IA	07/26/2018 9:00	6/7/18	SEATBELT				\$	10.00
170533652	JOHNSON, MARY CHARLOTTE	IA	07/26/2018 9:00	6/7/18	NO PROOF OF INSURANCE				\$	29.00
170535377	JOHNSON, SHAWN M	IA	07/19/2018 9:00	6/27/18	PETIT THEFT				\$	29.00
170535135	JONES-DRAKE, NATHAN ALEXANDER	CL	06/21/2018 19:08	6/7/18	IMPROPER EQUIPMENT	PG	6/21/2018	6/21/2018		
170535017	JONES, EDDIE LEAVITT	IA	07/26/2018 9:00	6/27/18	SPEEDING 10 - 24 OVER 43 MPH in				\$	176.00
170535022	JONES, FAITH	TR	09/20/2018 9:00	6/20/18	PETIT THEFT 1ST OFFENSE	NG	6/21/2018		\$	29.00
170533648	JULIAN, ELIGH BRADLEY	TR	09/13/2018 9:00	6/7/18	POSS CONTROLLED SUBSTANCE	NG	6/21/2018		\$	29.00
170533649	JULIAN, ELIGH BRADLEY	TR	09/13/2018 9:00	6/7/18	POSS INTOX BY A MINOR	NG	7/05/2018		\$	29.00
170533650	JULIAN, ELIGH BRADLEY	TR	09/13/2018 9:00	6/7/18	OBSTRUCT OFFICER	NG	7/05/2018		\$	29.00
170535154	KAHL, SALLY	CL	06/15/2018 9:53	6/15/18	SPEEDING 10 - 24 OVER 46 MPH in	PG	6/15/2018	6/15/2018		
170535147	KEATTS, MICHAEL WAYNE	CL	07/16/2018 12:10	6/27/18	IMPROPER REGISTRATION	PG	7/16/2018	7/16/2018		
170534397	KELLETT, JOSEPH B	UF	08/02/2018 9:00	6/7/18	IMPROPER EQUIPMENT	PG	6/07/2018	6/07/2018	\$	175.00
170535001	KENDALL, ZACHARY A	IA	07/19/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170535279	KENDALL, ZACHARY A	TR	09/20/2018 9:00	6/7/18	IMPROPER REGISTRATION	NG	6/14/2018		\$	124.00
170535280	KENDALL, ZACHARY A	DJ	06/14/2018 14:00	6/7/18	NO PROOF OF INSURANCE					
170535162	KERNS, CANDACE AUBURN	CL	06/21/2018 10:30	6/19/18	SEATBELT	PG	6/19/2018	6/19/2018		
170535163	KERNS, CANDACE AUBURN	CL	06/21/2018 10:30	6/19/18	NO OPERATORS LICENSE	PG	6/19/2018	6/19/2018		
170533552	KETCHUM, MATTHEW RYAN	IA	07/19/2018 9:00	6/27/18	POSSESSION DRUG PARAPHERNALI,				\$	29.00
170533553	KETCHUM, MATTHEW RYAN	IA	07/19/2018 9:00	6/27/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170533672	KING, JENNIFER N	WI	08/23/2018 9:00	6/27/18	FOLLOW TOO CLOSE				\$	85.00
170535431	KING, KRISTEN	IA	07/26/2018 9:00	6/27/18	SPEEDING 10 - 24 OVER 44 MPH in				\$	85.00
170535388	KIRKENDOLL, SYLVIA LYNN	IA	07/26/2018 9:00	6/27/18	DOMESTIC ASSAULT-3RD DEGREE				\$	29.00
170533162	KNEFF, KEVIN CHRISTOPHER	IA	07/26/2018 9:00	6/27/18	PETIT THEFT				\$	29.00
170533163	KNEFF, KEVIN CHRISTOPHER	IA	07/26/2018 9:00	6/27/18	TRESPASS				\$	29.00
170533516	KOLLMEYER, KEVIN J	IA	07/19/2018 9:00	6/7/18	TRESPASS				\$	29.00
170534251	KRAFT, SAMANTHA JOANN	IA	07/26/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535480	KUNZE, LEXUS R	IA	07/26/2018 9:00	6/27/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170535037	LAM LOPEZ, JOSE M	WI	08/09/2018 9:00	6/7/18	NO OPERATORS LICENSE				\$	129.00

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170535266	LATCH, IIAN	TR	09/06/2018 9:00	6/7/18	OBSTRUCT OFFICER	NG	6/21/2018		\$	29.00
170533564	LEWIS, JOSEPH MICHAEL	IA	07/26/2018 9:00	6/27/18	DOMESTIC ASSAULT-3RD DEGREE				\$	29.00
170534408	LINGENFELTER, NICOLE LYNN	IA	07/19/2018 9:00	6/27/18	ASSAULT-4TH DEGREE				\$	29.00
170535427	LOPEZ-DIAZ, WILLIAM A	WI	07/19/2018 9:00	6/18/18	NO OPERATORS LICENSE				\$	129.00
170535250	LOPEZ-SANCHEZ, DIDIER	UF	07/19/2018 9:00	6/7/18	NO OPERATORS LICENSE	PG	6/21/2018	6/21/2018	\$	129.00
170535251	LOPEZ-SANCHEZ, DIDIER	DJ	06/21/2018 14:00	6/7/18	NO PROOF OF INSURANCE					
170535252	LOPEZ-SANCHEZ, DIDIER	DJ	06/21/2018 14:00	6/7/18	SEATBELT					
170535253	LOPEZ-SANCHEZ, DIDIER	UF	07/19/2018 9:00	6/7/18	POSSESSION DRUG PARAPHERNALI	PG	6/21/2018	6/21/2018	\$	329.00
170535254	LOPEZ-SANCHEZ, DIDIER	UF	07/19/2018 9:00	6/7/18	DRIVING WHILE INTOXICATED	PG	6/21/2018	6/21/2018	\$	529.00
170535477	LOPEZ GONZALEZ, GREIS N	IA	07/26/2018 9:00	6/27/18	SPEEDING 10 - 24 OVER 40 MPH in				\$	69.00
170535478	LOPEZ GONZALEZ, GREIS N	IA	07/26/2018 9:00	6/27/18	SEATBELT (4-15)				\$	10.00
170535479	LOPEZ GONZALEZ, GREIS N	IA	07/26/2018 9:00	6/27/18	CHILD RESTRAINT				\$	65.00
170534838	LOPEZ, KEYSI	DJ	06/21/2018 14:00	6/7/18	NO PROOF OF INSURANCE					
170534839	LOPEZ, KEYSI	CL	06/27/2018 15:23	6/7/18	NO OPERATORS LICENSE	PG	6/21/2018	6/21/2018		
170535680	LOYD, TONYA JO	IA	07/19/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535681	LOYD, TONYA JO	IA	07/19/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170534820	MALDONADO, MARIO	IA	08/02/2018 9:00	6/29/18	DRIVING WHILE REVOKED				\$	29.00
170535281	MANGAN, PAUL EUGENE	IA	07/26/2018 21:00	6/7/18	IMPROPER REGISTRATION				\$	124.00
170534811	MARSH, MONICA ANN	CL	07/09/2018 10:20	6/27/18	SPEEDING 10 - 24 OVER 50 MPH in	PG	7/09/2018	7/09/2018		
170534848	MARTIN, CHANCE TRULEY	IA	07/19/2018 9:00	6/7/18	NO PROOF OF INSURANCE				\$	29.00
170535313	MARTINEZ, JOSEPH D	IA	07/26/2018 9:00	6/27/18	SPEEDING 10 - 24 OVER 47 MPH in				\$	97.00
170535130	MATHEWS, ELISASBETHE JOY	DP	06/14/2018 14:00	6/7/18	NO PROOF OF INSURANCE					
170531116	MAYNARD, SARAH JANE	UF	08/02/2018 9:00	6/7/18	DOG AT LARGE	PG	6/28/2018	6/28/2018	\$	85.00
170531117	MAYNARD, SARAH JANE	UF	08/02/2018 9:00	6/7/18	NO RABIES VACCINATION	PG	6/28/2018	6/28/2018	\$	40.00
170531118	MAYNARD, SARAH JANE	DJ	06/28/2018 14:00	6/7/18	PIT BULL PROHIBITED					
170535294	MCANALLY, JAMI NICOLE	IA	07/26/2018 9:00	6/7/18	PETIT THEFT				\$	29.00
170535285	MCCARTY, TAMISHA MARIE	UF	08/16/2018 9:00	6/7/18	IMPROPER EQUIPMENT	PG	6/14/2018	6/14/2018	\$	225.00
170535286	MCCARTY, TAMISHA MARIE	UF	08/16/2018 9:00	6/7/18	IMPROPER EQUIPMENT	PG	6/14/2018	6/14/2018	\$	225.00
170535287	MCCARTY, TAMISHA MARIE	TR	09/20/2018 9:00	6/7/18	DRIVING WHILE INTOXICATED	NG	6/14/2018		\$	29.00
170535062	MCCLAIN, ROSALLEY	IA	07/19/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535332	MCEUEN, TRAVIS	IA	07/26/2018 9:00	6/7/18	SEATBELT				\$	10.00
170535333	MCEUEN, TRAVIS	IA	07/26/2018 9:00	6/7/18	DRIVING WHILE SUSPENDED				\$	29.00
170535334	MCEUEN, TRAVIS	IA	07/26/2018 9:00	6/27/18	DRIVING WHILE INTOXICATED				\$	29.00
170535335	MCEUEN, TRAVIS	IA	07/26/2018 9:00	6/7/18	IMPROPER EQUIPMENT				\$	85.00
170535336	MCEUEN, TRAVIS	IA	07/26/2018 9:00	6/7/18	NO PROOF OF INSURANCE				\$	29.00
170534997	MCNAMARA, RAYMOND A	IA	07/19/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170534998	MCNAMARA, RAYMOND A	IA	07/19/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00

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170535060	MEDRANO, NANCY	IA	07/19/2018 9:00	6/27/18	NO OPERATORS LICENSE				\$	129.00
170535158	MEJIA VAIL, LEYVI S	CL	07/13/2018 16:05	6/27/18	NO OPERATORS LICENSE	PG	7/13/2018	7/13/2018		
170535159	MEJIA VAIL, LEYVI S	IA	07/19/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535160	MEJIA VAIL, LEYVI S	CL	07/13/2018 16:05	6/27/18	SEATBELT	PG	7/13/2018	7/13/2018		
170533997	MENDEZ-LOPEZ, LARDY J	UF	08/03/2018 9:00	6/7/18	NO OPERATORS LICENSE	PG	6/14/2018	6/14/2018	\$	19.00
170533998	MENDEZ-LOPEZ, LARDY J	DJ	06/14/2018 14:00	6/7/18	NO PROOF OF INSURANCE					
170533999	MENDEZ-LOPEZ, LARDY J	CL	06/14/2018 19:20	6/7/18	SEATBELT	PG	6/14/2018	6/14/2018		
170533158	MENDIOLA, NICOLE LEANNE	VD	06/25/2018 9:00	6/7/18	PETIT THEFT	NG	6/14/2018			
170534164	MENZIES, SHIRLEY	CL	06/07/2018 9:57	6/4/18	IMPROPER TURN	PG	6/04/2018	6/04/2018		
170535481	MERIDA-REYES, NOE	DP	06/21/2018 14:00	6/20/18	ASSAULT-4TH DEGREE					
17053354	MIGUEL PORTILLA,, BLANCA L	VD	06/15/2018 14:00	6/7/18	DOMESTIC ASSAULT-3RD DEGREE					
170533161	MILLER, HANNAH CHRISTINE	IA	07/26/2018 9:00	6/27/18	PETIT THEFT				\$	29.00
170535146	MORALES, ROBERTO CHARLI	IA	07/19/2018 9:00	6/27/18	SPEEDING 10 - 24 OVER 45 MPH in				\$	89.00
170535133	MURRAY, KATELYNN NICHOLE	CL	06/21/2018 13:41	6/7/18	IMPROPER REGISTRATION	PG	6/21/2018	6/21/2018		
170535241	MUSTAIN, TERRY DON	IA	07/26/2018 9:00	6/7/18	DRIVING WHILE INTOXICATED				\$	29.00
170535008	MYERS, FELICIA D	IA	07/26/2018 9:00	6/27/18	DOMESTIC ASSAULT-3RD DEGREE				\$	29.00
170535311	MYERS, KIMBERLY KARAE	IA	07/26/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170535312	MYERS, KIMBERLY KARAE	IA	07/26/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535292	NESS, MATTHEW LAWRENCE	CL	06/28/2018 9:16	6/7/18	IMPROPER REGISTRATION	PG	6/25/2018	6/25/2018		
170535293	NESS, MATTHEW LAWRENCE	DI	06/25/2018 14:00	6/7/18	NO PROOF OF INSURANCE					
170535058	NGUYEN, JENNIFER PHUONG	CL	07/02/2018 15:21	6/27/18	SPEEDING 10 - 24 OVER 44 MPH in	PG	7/02/2018	7/02/2018		
170533550	OAKS, BRANDON MICHAEL	IA	07/19/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170533551	OAKS, BRANDON MICHAEL	IA	07/19/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170534803	OLIVER, KIMBERLY BETH	DI	06/28/2018 14:00	6/7/18	NO PROOF OF INSURANCE					
170534804	OLIVER, KIMBERLY BETH	IA	07/26/2018 9:00	6/7/18	SEATBELT				\$	10.00
170535271	ORDONEZ, JESSICA	UF	07/19/2018 9:00	6/7/18	NO OPERATORS LICENSE	PG	6/28/2018	6/28/2018	\$	129.00
170535272	ORDONEZ, JESSICA	DJ	06/28/2018 14:00	6/7/18	NO PROOF OF INSURANCE					
170535273	ORDONEZ, JESSICA	DJ	06/28/2018 14:00	6/7/18	SEATBELT					
170535262	OVALLE, JENIFER SAMANTHA	WI	08/30/2018 9:00	6/27/18	DRIVING WHILE INTOXICATED				\$	29.00
170535263	OVALLE, JENIFER SAMANTHA	WI	08/30/2018 9:00	6/27/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170535264	OVALLE, JENIFER SAMANTHA	WI	08/30/2018 9:00	6/27/18	POSSESSION DRUG PARAPHERNALI,				\$	29.00
170535265	OVALLE, JENIFER SAMANTHA	WI	08/30/2018 9:00	6/27/18	OBSTRUCT OFFICER				\$	29.00
170531121	OVILLA TORRES, OLIVIA D	CL	06/12/2018 9:11	6/7/18	DOG AT LARGE-3RD OFFENSE	PG	6/12/2018	6/12/2018		
170531122	OVILLA TORRES, OLIVIA D	CL	06/12/2018 9:11	6/7/18	NO CITY DOG LICENSE	PG	6/12/2018	6/12/2018		

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170535057	OXFORD, SAMANTHA DANIELLE	IA	07/19/2018 9:00	6/27/18	PETIT THEFT				\$	29.00
170533554	OXLAJ TECUN, DULMAN	CL	06/29/2018 12:20	6/27/18	STOP SIGN	PG	6/29/2018	6/29/2018		
170533555	OXLAJ TECUN, DULMAN	CL	06/29/2018 12:20	6/27/18	NO OPERATORS LICENSE	PG	6/29/2018	6/29/2018		
170533624	PARCELL, AMANDA D	IA	07/19/2018 9:00	6/7/18	ASSAULT-4TH DEGREE				\$	29.00
170535876	PARKS, ERIN LEIGH	DS	07/09/2018 9:00	6/27/18	PETIT THEFT					
170534172	PATTERSON, RION	IA	07/19/2018 9:00	6/7/18	C & I DRIVING				\$	155.00
170534983	PAWLAK, DANIEL GREGORY	IA	07/26/2018 9:00	6/7/18	POSSESSION DRUG PARAPHERNALI,				\$	29.00
170535316	PICKRELL, CALEB EMERY	WI	09/06/2018 9:00	6/27/18	SPEEDING 10 - 24 OVER 44 MPH in				\$	85.00
170535317	PICKRELL, CALEB EMERY	WI	09/06/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535315	POTTER, WILLIAM LUTHER	IA	07/26/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170535035	POTTS, KALEB DEAN	CL	06/12/2018 12:44	6/7/18	SPEEDING 10 - 24 OVER 44 MPH in	PG	6/12/2018	6/12/2018		
170534868	PROCTOR, BILLY	UF	08/02/2018 9:00	6/20/18	TRESPASS	PG	6/21/2018	6/21/2018	\$	129.00
170534864	PROCTOR, MECHELL D	IA	07/26/2018 9:00	6/27/18	TRESPASS				\$	229.00
170534865	PROCTOR, MECHELL D	IA	07/26/2018 9:00	6/27/18	POSSESSION DRUG PARAPHERNALI,				\$	29.00
170534805	PUGH TYLER, SARAH GRACE KIRKPA	CL	06/20/2018 9:45	6/7/18	SEATBELT	PG	6/15/2018	6/15/2018		
170534853	PUGH, CORBEN THOMAS	IA	07/19/2018 9:00	6/27/18	SPEEDING 26 PLUS OVER				\$	29.00
170533653	QUINCY, TREVOR LEE	UF	07/19/2018 9:00	6/7/18	IMPROPER EQUIPMENT	PG	6/28/2018	6/28/2018	\$	225.00
170533654	QUINCY, TREVOR LEE	UF	07/19/2018 9:00	6/7/18	SEATBELT	PG	6/28/2018	6/28/2018	\$	10.00
170533673	QUINCY, TREVOR LEE	UF	07/19/2018 9:00	6/27/18	IMPROPER EQUIPMENT	PG	6/28/2018	6/28/2018	\$	225.00
170535433	RADCLIFF, STORY	UF	07/19/2018 9:00	6/21/18	PETIT THEFT	PG	6/21/2018	6/21/2018	\$	279.00
170534248	RAMIREZ-DE LA PENA, BRAYAM R	IA	07/26/2018 9:00	6/7/18	ASSAULT-4TH DEGREE				\$	29.00
170534249	RAMIREZ-DE LA PENA, BRAYAM R	IA	07/26/2018 9:00	6/7/18	UNLAWFUL USE OF A WEAPON				\$	29.00
170535340	RAMIREZ-DELAPENTA, EDVER	WI	08/09/2018 9:00	6/5/18	DRIVING WHILE REVOKED				\$	29.00
170535341	RAMIREZ-DELAPENTA, EDVER	WI	08/09/2018 9:00	6/5/18	NO PROOF OF INSURANCE				\$	29.00
170535342	RAMIREZ-DELAPENTA, EDVER	WI	08/09/2018 9:00	6/5/18	SEATBELT				\$	10.00
170535343	RAMIREZ-DELAPENTA, EDVER	WI	08/09/2018 9:00	6/5/18	POSSESSION DRUG PARAPHERNALI,				\$	29.00
170534417	RAMIREZ, BRAYAN	IA	07/26/2018 9:00	6/27/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170533417	RAMIREZ, RYAN ALEXANDER	DI	06/12/2018 9:00	6/6/18	NO PROOF OF INSURANCE					
170533618	RAMOS-RANFERI, KENNY-GARCIA	DJ	06/21/2018 14:00	6/7/18	NO PROOF OF INSURANCE					
170533619	RAMOS-RANFERI, KENNY-GARCIA	UF	07/26/2018 9:00	6/7/18	NO OPERATORS LICENSE	PG	6/21/2018	6/21/2018	\$	129.00
170533620	RAMOS-RANFERI, KENNY-GARCIA	CL	07/13/2018 16:38	6/7/18	SEATBELT	PG	6/21/2018	6/21/2018		
170533621	RAMOS-RANFERI, KENNY-GARCIA	UF	07/26/2018 9:00	6/7/18	CHILD RESTRAINT	PG	6/21/2018	6/21/2018	\$	25.00
170534169	RAY, TONYA LYNN	IA	07/19/2018 9:00	6/7/18	POSSESSION DRUG PARAPHERNALI,				\$	29.00
170535381	RECINOS, SINDY M	IA	07/26/2018 9:00	6/27/18	DOMESTIC ASSAULT-3RD DEGREE				\$	29.00

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170533565	REED, TAYLOR L	IA	07/26/2018 9:00	6/27/18	DOMESTIC ASSAULT-3RD DEGREE	PG	6/21/2018	6/21/2018	\$	29.00
1705335306	RENTERIA MARQUEZ, JONATHAN	IA	07/19/2018 9:00	6/27/18	RIDE IN BACK OF TRUCK BED				\$	85.00
1705335065	REYES-ESTRADA, BEIDER	IA	07/26/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
1705335066	REYES-ESTRADA, BEIDER	IA	07/26/2018 9:00	6/27/18	NO OPERATORS LICENSE				\$	189.00
170534978	REYES GARCIA, DARCY	CL	06/21/2018 14:18	6/7/18	SPEEDING 10 - 24 OVER 43 MPH in	PG	6/21/2018	6/21/2018	\$	134.00
170534979	REYES GARCIA, DARCY	CL	06/21/2018 14:19	6/7/18	SEATBELT	PG	6/21/2018	6/21/2018	\$	29.00
170535430	RICHARDSON, LORRAINE B	IA	07/26/2018 9:00	6/27/18	STOP LIGHT-STEADY RED				\$	29.00
170534809	RICHEY, BILLY R	WI	08/02/2018 9:00	6/7/18	NO PROOF OF INSURANCE				\$	29.00
170534810	RICHEY, BILLY R	WI	08/02/2018 9:00	6/7/18	FAIL TO YIELD RIGHT OF WAY-UNCC				\$	29.00
170534860	RICKMAN, MACKIE E	IA	07/26/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170534861	RICKMAN, MACKIE E	IA	07/26/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535072	RITTER, ROBERT	DS	06/21/2018 9:00	6/22/18	TRESPASS					
170535331	RIVERA MENDEZ, VINICIO	CL	06/20/2018 13:24	6/7/18	NO OPERATORS LICENSE	PG	6/20/2018	6/20/2018	\$	124.00
170534851	ROBERTSON, SAMANTHA MARIE	IA	07/19/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170535015	ROBERTSON, SAMANTHA MARIE	IA	07/26/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170535307	ROBERTSON, SAMANTHA MARIE	IA	07/26/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170533119	RODAS CHAVEZ, HECTOR	CL	06/27/2018 13:35	6/7/18	DOG AT LARGE	PG	6/21/2018	6/21/2018		
170533120	RODAS CHAVEZ, HECTOR	DJ	06/21/2018 14:00	6/7/18	NO CITY DOG LICENSE					
170535070	RODAS, MARVIN	IA	07/26/2018 9:00	6/27/18	NO OPERATORS LICENSE				\$	189.00
170535141	RODELANDER, BRINDA MICHELLE	IA	07/26/2018 9:00	6/7/18	NO OPERATORS LICENSE				\$	129.00
170533540	RODRIGUEZ, RODOLFO ISAAC	IA	07/19/2018 9:00	6/7/18	SPEEDING 10 - 24 OVER 42 MPH in				\$	77.00
170535152	ROJAS MIRELES, MARIA P	CL	07/02/2018 15:05	6/27/18	IMPROPER REGISTRATION	PG	7/02/2018	7/02/2018		
170535176	ROMERO-MALDONADO, ANGEL	IA	07/19/2018 9:00	6/27/18	DOG AT LARGE				\$	85.00
170534849	ROMERO, WILLIAM VINCENT JR	IA	07/19/2018 9:00	6/7/18	NO PROOF OF INSURANCE				\$	29.00
170534850	ROMERO, WILLIAM VINCENT JR	IA	07/19/2018 9:00	6/7/18	OBSTRUCT OFFICER				\$	29.00
170534843	ROSS, MYKAELLA GRACE	VD	07/11/2018 14:00	6/7/18	FAIL TO DRIVE ON RIGHT SIDE OF ST					
170534844	ROSS, MYKAELLA GRACE	VD	07/11/2018 9:00	6/7/18	DRIVING WHILE INTOXICATED	NG	6/21/2018		\$	85.00
170534995	RUSTAD, PRESTON	IA	07/19/2018 9:00	6/27/18	IMPROPER EQUIPMENT					
170535016	SABA, ALEJANDRINO	DI	06/20/2018 9:00	6/20/18	NO PROOF OF INSURANCE				\$	189.00
170534418	SALAZAR, ANAHI	IA	07/26/2018 9:00	6/27/18	NO OPERATORS LICENSE				\$	29.00
170534419	SALAZAR, ANAHI	IA	07/26/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170533656	SALAZAR, MARIA SUZANA	WI	08/30/2018 9:00	6/7/18	DRIVING WHILE INTOXICATED				\$	29.00
170535044	SANAMWAR, T J	VD	06/18/2018 14:00	6/7/18	POSS INTOX BY A MINOR					
170535185	SANCHEZ, ENRIQUE	VD	06/29/2018 9:00	6/29/18	PIT BULL PROHIBITED					

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170531572	SANDERSON, ERIN DIANNA	TR	09/13/2018 9:00	6/7/18	PETIT THEFT	NG	6/13/2018		\$	29.00
170535075	SANDY, JORDAN SAMUEL JOSHUA	IA	07/26/2018 9:00	6/27/18	POSS INTOX BY A MINOR				\$	29.00
170535679	SANTILLAN, ANGELINA	IA	07/19/2018 9:00	6/8/18	POSSESSION DRUG PARAPHERNALI				\$	29.00
170533647	SAPPINGTON, ZEKE MATTHEW	DP	06/07/2018 14:00	6/7/18	C & I DRIVING					
170535164	SCARROW, ROBERT PHILLIP	IA	07/19/2018 9:00	6/27/18	FAIL TO YIELD RIGHT OF WAY-STOP				\$	85.00
170535155	SCOTT, JOSHUA MICHAEL	IA	07/19/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535156	SCOTT, JOSHUA MICHAEL	IA	07/19/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170531125	SCOTT, MISTY D	CL	06/05/2018 11:07	6/5/18	DOG AT LARGE	PG	6/05/2018	6/05/2018		
170534892	SEITZ, JOHN MICHAEL	WI	07/19/2018 9:00	6/4/18	DRIVING WHILE INTOXICATED				\$	29.00
170534893	SEITZ, JOHN MICHAEL	WI	07/19/2018 9:00	6/4/18	C & I DRIVING				\$	155.00
170535346	SELLS, YOLONDA	IA	07/19/2018 9:00	6/7/18	NO PROOF OF INSURANCE				\$	29.00
170535298	SHANKS, BRADLEY D	IA	07/19/2018 9:00	6/7/18	ASSAULT-4TH DEGREE				\$	29.00
170535879	SHANKS, BRADLEY D	IA	07/19/2018 9:00	6/27/18	PROPERTY DESTRUCTION				\$	29.00
170535000	SHAW, KRISTIN NICOLE	IA	07/19/2018 9:00	6/27/18	SPEEDING 10 - 24 OVER 46 MPH in				\$	93.00
170535426	SIEBERT, MARCUS D	IA	07/19/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170535142	SIMMONS, TINA M	IA	07/19/2018 9:00	6/7/18	IMPROPER REGISTRATION				\$	124.00
170533517	SKELTON, JAYME LYNN	IA	07/19/2018 9:00	6/7/18	TRESPASS				\$	29.00
170533548	SLEMMER, CALVIN L	IA	07/19/2018 9:00	6/7/18	ASSAULT-4TH DEGREE				\$	29.00
170535428	SMITH, ANDIE LYNN	CL	07/11/2018 9:33	6/27/18	SPEEDING 10 - 24 OVER 44 MPH in	PG	7/11/2018	7/11/2018		
170535053	SMITH, COLE THOMAS	IA	07/26/2018 9:00	6/7/18	NO PROOF OF INSURANCE				\$	29.00
170535432	SMITH, FORREST AARON	IA	07/26/2018 9:00	6/27/18	FAIL TO YIELD RIGHT OF WAY-UNCC				\$	85.00
170536179	SMITH, JACOB BRIAN	IA	07/26/2018 9:00	6/27/18	POSSESSION DRUG PARAPHERNALI				\$	29.00
170534422	SMITH, RICHARD EDWARD JR	CL	06/28/2018 9:20	6/27/18	SEATBELT	PG	6/28/2018	6/28/2018		
170536180	SMITH, SHANE ALEXANDER	IA	07/26/2018 9:00	6/27/18	POSSESSION DRUG PARAPHERNALI				\$	29.00
170536181	SMITH, SHANE ALEXANDER	IA	07/26/2018 9:00	6/27/18	DRIVING WHILE INTOXICATED				\$	29.00
170536182	SMITH, SHANE ALEXANDER	IA	07/26/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170536183	SMITH, SHANE ALEXANDER	IA	07/26/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170536184	SMITH, SHANE ALEXANDER	IA	07/26/2018 9:00	6/27/18	IMPROPER EQUIPMENT				\$	134.00
170534413	SNEED, BLAKE R	IA	07/19/2018 9:00	6/27/18	PETIT THEFT				\$	29.00
170535255	SOLORZANO-MORALES, CARLOS	UF	07/19/2018 9:00	6/5/18	NO OPERATORS LICENSE	PG	6/07/2018	6/07/2018	\$	4.00
170535257	SOLORZANO-MORALES, CARLOS	CL	06/07/2018 19:03	6/5/18	FAIL TO DRIVE ON RIGHT SIDE OF S1	PG	6/07/2018	6/07/2018		
170535258	SOLORZANO-MORALES, CARLOS	UF	07/19/2018 9:00	6/5/18	DRIVING WHILE INTOXICATED	PG	6/07/2018	6/07/2018	\$	329.00
170534790	SONNTAG, STEPHANIE SUE	CL	06/21/2018 9:06	6/7/18	SEATBELT	PG	6/21/2018	6/21/2018		
170534791	SONNTAG, STEPHANIE SUE	CL	06/21/2018 9:06	6/7/18	SPEEDING 10 - 24 OVER 36 MPH in	PG	6/21/2018	6/21/2018		

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170535073	SPURGEON, MATTHEW ERIC	TR	08/16/2018 9:00	6/21/18	ASSAULT-4TH DEGREE	NG	6/21/2018		\$	29.00
170535045	STAPLES, JERMICHAEL DUJAUN	UF	08/16/2018 9:00	6/7/18	IMPROPER REGISTRATION	PG	6/28/2018	6/28/2018	\$	124.00
170535046	STAPLES, JERMICHAEL DUJAUN	UF	08/16/2018 9:00	6/7/18	SEATBELT	PG	6/28/2018	6/28/2018	\$	10.00
170535047	STAPLES, JERMICHAEL DUJAUN	DJ	06/28/2018 14:00	6/7/18	NO OPERATORS LICENSE					
170534005	STARR, RUSSELL	TR	09/13/2018 9:00	6/14/18	DRIVING WHILE REVOKED	NG	6/14/2018		\$	29.00
170534006	STARR, RUSSELL	TR	09/13/2018 9:00	6/14/18	NO PROOF OF INSURANCE	NG	6/14/2018		\$	29.00
170534007	STARR, RUSSELL	TR	09/13/2018 9:00	6/14/18	IMPROPER REGISTRATION	NG	6/14/2018		\$	124.00
170535304	STOKES, CURTISS	WI	09/13/2018 9:00	6/8/18	DRIVING WHILE INTOXICATED				\$	29.00
170535131	STROUPE, SAMANTHA FAE	UF	08/16/2018 9:00	6/7/18	NO OPERATORS LICENSE	PG	6/21/2018	6/21/2018	\$	129.00
170535132	STROUPE, SAMANTHA FAE	TR	08/16/2018 9:00	6/7/18	NO PROOF OF INSURANCE	NG	6/21/2018		\$	29.00
170535071	STUCKEY, CORY GENE	IA	07/26/2018 9:00	6/18/18	ASSAULT-4TH DEGREE				\$	29.00
170534991	SUGGS, DENNIS RAY	CL	07/03/2018 10:13	6/7/18	STOP SIGN	PG	6/28/2018	6/28/2018		
170534992	SUGGS, DENNIS RAY	CL	07/03/2018 10:13	6/7/18	SEATBELT	PG	6/28/2018	6/28/2018		
170535308	SULLIVAN, JASON SCOTT JR	IA	07/26/2018 9:00	6/27/18	IMPROPER REGISTRATION				\$	124.00
170535247	SUTTON, MICHAEL DEWAYNE	IA	07/26/2018 9:00	6/27/18	DRIVING WHILE INTOXICATED				\$	29.00
170535248	SUTTON, MICHAEL DEWAYNE	IA	07/26/2018 9:00	6/7/18	FAIL TO DRIVE ON RIGHT SIDE OF ST				\$	85.00
170535249	SUTTON, MICHAEL DEWAYNE	IA	07/26/2018 9:00	6/7/18	FAIL TO SIGNAL				\$	80.00
170533416	TAYLOR, AARON M	UF	08/16/2018 9:00	6/7/18	PEACE DISTURBANCE	PG	6/28/2018	6/28/2018	\$	129.00
170535384	TAYLOR, TIFFANI	IA	07/26/2018 9:00	6/27/18	PROPERTY DESTRUCTION				\$	29.00
170535385	TAYLOR, TIFFANI	IA	07/26/2018 9:00	6/27/18	DOMESTIC ASSAULT-3RD DEGREE				\$	29.00
170533563	TELLEZ, ANDRES	IA	07/26/2018 9:00	6/27/18	SEATBELT				\$	10.00
170535003	THOMAS, JOSEPH	IA	07/26/2018 9:00	6/27/18	DRIVING WHILE INTOXICATED				\$	29.00
170535004	THOMAS, JOSEPH	IA	07/26/2018 9:00	6/27/18	FAIL TO DRIVE ON RIGHT SIDE OF ST				\$	85.00
170535005	THOMAS, JOSEPH	IA	07/26/2018 9:00	6/27/18	NO OPERATORS LICENSE				\$	129.00
170535006	THOMAS, JOSEPH	IA	07/26/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535007	THOMAS, JOSEPH	IA	07/26/2018 9:00	6/27/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170533159	THOMAS, ZACHARIAH	VD	06/26/2018 9:00	6/7/18	PETIT THEFT					
170533523	THORNBURG, KODY B	IA	07/26/2018 9:00	6/27/18	FAIL TO RETURN RENTAL PROPERTY				\$	29.00
170534174	TOWNSEND, DAWN ANNE	IA	07/19/2018 9:00	6/7/18	LEAVE SCENE OF ACCIDENT				\$	29.00
170534245	TUCKER, WILLIAM CURTIS	CL	07/06/2018 10:27	6/7/18	IMPROPER REGISTRATION	PG	7/02/2018	7/02/2018		
170533665	VALDEZ, EDWIN W	IA	07/19/2018 9:00	6/27/18	POSS CONTROLLED SUBSTANCE				\$	29.00
170534173	VANDEBURG, JASON DELBERT	IA	07/19/2018 9:00	6/7/18	ASSAULT-4TH DEGREE				\$	29.00
170533655	VAZQUEZ, MAICO	IA	07/26/2018 9:00	6/7/18	DRIVING WHILE REVOKED				\$	29.00
170534794	VICENTE LOPEZ, LETICIA ELIZABETH	DJ	06/21/2018 14:00	6/7/18	NO PROOF OF INSURANCE					

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170534795	VICENTE LOPEZ, LETICIA ELIZABETH	DJ	06/21/2018 14:00	6/7/18	NO OPERATORS LICENSE				
170533926	VILLATORO REYES, CARLOS E	IA	07/26/2018 9:00	6/27/18	OVERTIME PARKING			\$	40.00
170536176	VILLATORO REYES, CARLOS E	IA	07/26/2018 9:00	6/27/18	STOP SIGN			\$	134.00
170536177	VILLATORO REYES, CARLOS E	IA	07/26/2018 9:00	6/27/18	NO OPERATORS LICENSE			\$	189.00
170536178	VILLATORO REYES, CARLOS E	IA	07/26/2018 9:00	6/27/18	NO PROOF OF INSURANCE			\$	29.00
170534403	VINAC-LOPEZ, LIGIA YUBELI	DJ	06/28/2018 14:00	6/7/18	IMPROPER REGISTRATION				
170534404	VINAC-LOPEZ, LIGIA YUBELI	DI	06/11/2018 14:00	6/7/18	NO PROOF OF INSURANCE				
170534405	VINAC-LOPEZ, LIGIA YUBELI	CL	06/28/2018 15:10	6/7/18	NO OPERATORS LICENSE	PG	6/28/2018	6/28/2018	
170534993	WAHTOLA, ADAM JAY	CL	07/03/2018 10:15	6/7/18	IMPROPER REGISTRATION	PG	6/28/2018	6/28/2018	
170534994	WAHTOLA, ADAM JAY	CL	07/03/2018 10:28	6/7/18	SEATBELT	PG	6/28/2018	6/28/2018	
170533157	WAISNER, RICKY M	IA	07/19/2018 9:00	6/7/18	PETIT THEFT			\$	29.00
170533421	WAISNER, RICKY M	IA	07/19/2018 9:00	6/27/18	DRIVING WHILE REVOKED			\$	29.00
170535238	WAISNER, RICKY M	DS	06/12/2018 14:00	6/7/18	DRIVING WHILE INTOXICATED				
170535239	WAISNER, RICKY M	DS	06/12/2018 14:00	6/7/18	POSSESSION DRUG PARAPHERNALI,				
170535240	WAISNER, RICKY M	DS	06/12/2018 14:00	6/7/18	FAIL TO YIELD RIGHT OF WAY-STOP				
170535365	WAISNER, RICKY M	DS	06/12/2018 14:00	6/12/18	NO PROOF OF INSURANCE				
170535366	WAISNER, RICKY M	DS	06/12/2018 14:00	6/12/18	IMPROPER EQUIPMENT				
170535367	WAISNER, RICKY M	DS	06/12/2018 14:00	6/12/18	FAIL TO SIGNAL				
170535368	WAISNER, RICKY M	DS	06/12/2018 14:00	6/12/18	DRIVING WHILE INTOXICATED				
170535369	WAISNER, RICKY M	DS	06/12/2018 14:00	6/12/18	DRIVING WHILE REVOKED				
170535379	WALTRIP, LAVERN L	IA	07/19/2018 9:00	6/27/18	ASSAULT-4TH DEGREE			\$	29.00
160578974	WARD, MARVIN E	UF	07/27/2018 9:00	6/21/18	PETIT THEFT	PG	6/21/2018	6/21/2018	\$ 279.00
170535429	WARD, MARVIN E	IA	07/19/2018 9:00	6/27/18	ASSAULT-4TH DEGREE			\$	29.00
170535361	WARNER, JONATHAN A	IA	07/19/2018 9:00	6/27/18	NO PROOF OF INSURANCE			\$	29.00
170535362	WARNER, JONATHAN A	IA	07/19/2018 9:00	6/27/18	IMPROPER REGISTRATION			\$	124.00
170535363	WARNER, JONATHAN A	IA	07/19/2018 9:00	6/27/18	DRIVING WHILE SUSPENDED			\$	29.00
170535364	WARNER, JONATHAN A	IA	07/19/2018 9:00	6/27/18	POSS CONTROLLED SUBSTANCE			\$	29.00
170534842	WASHINGTON, MARK	TR	09/06/2018 9:00	6/7/18	ASSAULT-4TH DEGREE	NG	6/21/2018	\$	29.00
170534255	WELCH, ASHTON NICOLE	IA	07/26/2018 9:00	6/27/18	POSSESSION DRUG PARAPHERNALI,			\$	29.00
170534256	WELCH, ASHTON NICOLE	IA	07/26/2018 9:00	6/27/18	POSS CONTROLLED SUBSTANCE			\$	29.00
170534412	WELLS, MATTHEW S	IA	07/19/2018 9:00	6/7/18	ASSAULT-4TH DEGREE			\$	29.00
170533549	WHETSTONE, MISTY RENE	TR	09/20/2018 9:00	6/7/18	DRIVING WHILE SUSPENDED	NG	6/14/2018	\$	29.00
170533558	WHETSTONE, MISTY RENE	VD	07/11/2018 9:00	6/27/18	DRIVING WHILE SUSPENDED				
170534863	WHETSTONE, MISTY RENE	IA	07/26/2018 9:00	6/27/18	DOMESTIC ASSAULT-3RD DEGREE			\$	29.00

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170534915	WHETSTONE, MISTY RENE	TR	09/20/2018 9:00	6/7/18	DRIVING WHILE INTOXICATED	NG	6/14/2018		\$	29.00
170534916	WHETSTONE, MISTY RENE	DJ	06/14/2018 14:00	6/7/18	NO PROOF OF INSURANCE					
170534917	WHETSTONE, MISTY RENE	TR	09/20/2018 9:00	6/7/18	IMPROPER REGISTRATION	NG	6/14/2018		\$	124.00
170534985	WHETSTONE, MISTY RENE	DJ	06/14/2018 14:00	6/7/18	NO PROOF OF INSURANCE					
170534986	WHETSTONE, MISTY RENE	UF	08/03/2018 9:00	6/7/18	SEATBELT	PG	6/14/2018	6/14/2018	\$	10.00
170534987	WHETSTONE, MISTY RENE	TR	09/20/2018 9:00	6/7/18	DRIVING WHILE SUSPENDED	NG	6/14/2018		\$	29.00
170535380	WHETSTONE, MISTY RENE	VD	07/11/2018 9:00	6/27/18	DRIVING WHILE SUSPENDED					
170535877	WILEY, AMBER MICHELLE	IA	07/26/2018 9:00	6/27/18	SPEEDING 10 - 24 OVER 47 MPH in				\$	97.00
170535878	WILEY, AMBER MICHELLE	IA	07/26/2018 9:00	6/27/18	NO PROOF OF INSURANCE				\$	29.00
170535261	WILKINSON, MEGAN CHANTAL	DJ	06/21/2018 14:00	6/7/18	IMPROPER REGISTRATION					
170535345	WILLIAMS, HEATHER	VD	06/07/2018 9:00	6/7/18	DRIVING WHILE SUSPENDED					
170533521	WILLIS, RONALD N	IA	07/19/2018 9:00	6/27/18	PETIT THEFT				\$	29.00
170533644	WILLY, ELIZA	UF	08/03/2018 9:00	6/7/18	LEAVE SCENE OF ACCIDENT	PG	6/14/2018	6/14/2018	\$	229.00
170533645	WILLY, ELIZA	UF	08/03/2018 9:00	6/7/18	NO OPERATORS LICENSE	PG	6/14/2018	6/14/2018	\$	79.00
170535144	WILSON, ALICIA RACHELLE	IA	07/19/2018 9:00	6/7/18	IMPROPER REGISTRATION				\$	124.00
170533155	WILSON, DANIEL	WI	07/19/2018 9:00	6/6/18	THEFT OF SERVICES				\$	29.00
170535353	WILSON, JESSE ANTHONY	IA	07/19/2018 9:00	6/7/18	NO PROOF OF INSURANCE				\$	29.00
170535354	WILSON, JESSE ANTHONY	IA	07/19/2018 9:00	6/7/18	POSSESSION DRUG PARAPHERNALI,				\$	29.00
170535355	WILSON, JESSE ANTHONY	IA	07/19/2018 9:00	6/7/18	IMPROPER EQUIPMENT				\$	85.00
170535177	WILSON, LINDA L	WI	08/09/2018 9:00	6/27/18	MORE THAN THE ALLOWED NUMBI				\$	29.00
170535178	WILSON, LINDA L	WI	08/09/2018 9:00	6/27/18	NO CITY OCCUPATION LICENSE 1ST				\$	104.00
170535048	WILSON, WILLIAM THOMAS	TR	08/16/2018 9:00	6/7/18	NO PROOF OF INSURANCE	NG	6/21/2018		\$	29.00
170535049	WILSON, WILLIAM THOMAS	UF	07/27/2018 9:00	6/7/18	IMPROPER EQUIPMENT	PG	6/21/2018	6/21/2018	\$	174.00
170534854	WINTON, ALLISON	IA	07/19/2018 9:00	6/27/18	FAIL TO YIELD RIGHT OF WAY-UNCC				\$	85.00
170534250	WOODWORTH, MICHAEL ALLEN	TR	08/23/2018 9:00	6/7/18	NO PROOF OF INSURANCE	NG	6/21/2018		\$	29.00
170535137	WOODY, ERIN LYNN	CL	06/22/2018 15:05	6/7/18	IMPROPER REGISTRATION	PG	6/22/2018	6/22/2018		
170535235	WRIGHT, EARLETTA K	IA	07/19/2018 9:00	6/7/18	NO PROOF OF INSURANCE				\$	29.00
170535236	WRIGHT, EARLETTA K	IA	07/19/2018 9:00	6/7/18	DRIVING WHILE INTOXICATED				\$	29.00
170535237	WRIGHT, EARLETTA K	IA	07/19/2018 9:00	6/7/18	POSSESSION DRUG PARAPHERNALI,				\$	29.00

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<b>STATUS DESCRIPTION:</b>		
<b>CL</b>	<b>CLOSED</b>	<b>63</b>
<b>DI</b>	<b>DISMISSED PRESENTED INSURANCE</b>	<b>14</b>
<b>DJ</b>	<b>DISMISSED BY JUDGE</b>	<b>19</b>
<b>DP</b>	<b>DISMISSED BY PROSECUTOR</b>	<b>7</b>
<b>DS</b>	<b>SENT TO STATE</b>	<b>10</b>
<b>SA</b>	<b>SENTENCING</b>	<b>9</b>
<b>IA</b>	<b>INTIAL ARRAIGNMENT</b>	<b>288</b>
<b>TR</b>	<b>TRIAL</b>	<b>54</b>
<b>UF</b>	<b>UNPAID FINES</b>	<b>38</b>
<b>VD</b>	<b>VOIDED DOCKET</b>	<b>13</b>
<b>WI</b>	<b>ATTORNEY ENTERED</b>	<b>26</b>
	<b>TOTAL</b>	<b>541</b>

# **"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.