COUNCIL AGENDA
TUESDAY, JANUARY 22, 2019
6:00 P.M., Council Chambers

1. **Call To Order**
   Invocation
   Pledge of Allegiance of the United States of America

2. **Roll Call**

3. **Presentations**

4. **Finalization Of Consent Agenda**

5. **Reports And Communications**

6. **Citizen Requests And Petitions**

7. **Public Hearings**

8. **Consent Agenda**

   1. Minutes Of The January 7, 2019 City Council Meeting

      Documents:

      MINUTES - JAN 7, 2019.PDF

   2. COUNCIL BILL NO. 2019-250
      AN ORDINANCE establishing grades and accepting the Plat of Standeford-Russow located at the northwest corner of Schifferdecker Avenue and 24th Street in the City of Joplin, Jasper County, Missouri.

      Documents:

      CB2019-250.PDF

   3. COUNCIL BILL NO. 2019-600

      AN ORDINANCE amending Chapter 2, Administration, Article IV, Boards and Commissions, of the Joplin City Code, by enacting a new Division 3, City Youth Council.

      Documents:

      CB2019-600.PDF

9. **Resolutions**

10. **Ordinances - Emergency**

    1. COUNCIL BILL NO. 2019-104
       AN ORDINANCE authorizing the City of Joplin to enter into an agreement with Burns and McDonnell Engineering Company, Inc., to conduct a wastewater rate study, in an amount not to exceed Fifty One Thousand Nine Hundred and 00/100 Dollars ($51,900.00) for the City of Joplin Sewer system inside and outside the city limits, for the years of 2020 through

2024; authorizing the City Manager to execute the same by and on behalf of the City of Joplin; and containing an emergency clause.

Documents:

GS 2019-104 RATE STUDY.PDF
JOPLIN ENGINEERING WORK AUTHORIZATION FORM - 2019.PDF
EXIHIBIT A - WORK PLAN.PDF
EXIHIBIT B - COMPENSATION.PDF
CB 2019-104 RATE STUDY (002).PDF

2. COUNCIL BILL NO. 2019-105
AN ORDINANCE authorizing the acceptance of an agreement by and between the City of Joplin and Capital Paving & Construction, LLC., for the Reconstruction of Taxiway D at the Joplin Regional Airport; and containing an emergency clause.

Documents:

GS 2019-105 CAPITAL PAVING CONSTRUCTION AGREEMENT.PDF
CB 2019-105 CAPITAL PAVING TAXIWAY D CONSTRUCTION .PDF
CAPITAL PAVING AGREEMENT.PDF
PP SLIDE FOR TAXIWAY RECOSTRUCTION - COPY.PDF
TAXIWAY D CONSTRUCTION BID TAB.PDF

3. COUNCIL BILL NO. 2019-106
AN ORDINANCE authorizing the acceptance of an agreement by and between the City of Joplin and Crawford, Murphy & Tilly, Inc., for Construction Observation Services for the Reconstruction of Taxiway D at the Joplin Regional Airport; and containing an emergency clause.

Documents:

GS 2019-106 CMT CONSTRUCTION OBS.PDF
CB 2019-106 CMT TAXIWAY D CONSTRUCTION OBS.PDF
CMT AGREEMENT.PDF
PP SLIDE FOR TAXIWAY RECOSTRUCTION - COPY.PDF

4. COUNCIL BILL NO. 2019-107
AN ORDINANCE authorizing the City of Joplin to enter into an Equipment Transfer Agreement between the Joplin Regional Airport and the Kirksville Regional Airport for the Rousenbaurer Airwolf ARFF truck; authorizing the City Manager to execute the same by and on behalf of the City of Joplin; and containing an emergency clause.

Documents:

GS 2019-107 ARFF TRUCK TRANSFER AGREEMENT.PDF
CB 2019-107 ARFF TRUCK TRANSFER.PDF
TRANSFER AGREEMENT 2018.PDF
PP SLIDE FOR ARFF TRUCK.PDF

11. Ordinances - First Reading

1. COUNCIL BILL NO. 2019-603
AN ORDINANCE approving the reclassifications of various positions for the Parks and Recreation Department.

Documents:

CB 2019-603 PARKS RECLASSIFICATIONS ORDINANCE.PDF
CB 2019-603 SCHEDULE 1 FINANCIAL IMPACT PARKS RECLASSIFICATIONS (002).PDF
EXHIBIT C PARKS-01152019135102.PDF
SUMMARY PARKS 2019-603.PDF
EXHIBIT A REVISED SALARY ADMINISTRATION PLAN FOR CLASSIFIED AND UNCLASSIFIED POSITIONS (002).PDF
EXHIBIT B REVISED SALARY ADMINISTRATION PLAN FOR PART-TIME SEASONALS.PDF

2. COUNCIL BILL NO. 2019-604
AN ORDINANCE approving the reclassification of a position for the Police Department; and, amending the Annual Budget of the City of Joplin for the Fiscal Year 2018-2019 as adopted by Ordinance 208-145 on October 15, 2018.

Documents:

CB 2019-604 POLICE RECLASSIFICATION ORDINANCE.PDF
CB 2019-604 SCHEDULE 1 FINANCIAL IMPACT OF POLICE RECLASSIFICATIONS (002).PDF
EXHIBIT C PD-01152019135007.PDF
SUMMARY POLICE 2019-604.PDF
EXHIBIT A REVISED SALARY ADMINISTRATION PLAN FOR CLASSIFIED AND UNCLASSIFIED POSITIONS (002).PDF

12. **Ordinances - Second Reading And Third Reading**

13. **Unfinished Business**

14. **New Business**

1. Approve Boards/Commissions Appointments And Reappointments

2. News From Public Information Officer, Lynn Onstot

3. Vote To Go Into Closed Session, Which Shall Pertain To Legal Action, Causes Of Action, Or Litigation Including A Public Governmental Body And Any Confidential Or Privileged Communications Between A Governmental Body Or Its Representatives And Its Attorneys; And The Hiring, Firing, Disciplining, Or Promotion Of An Employee Or Particular Employees Of A Governmental Body Involving Personal Information; As Set Forth In Section 610.021(1) (3) RSMo, As Amended, 2018. This Meeting, Record, And Vote To Be Closed To The Extent Provided By Law. The City Council Shall Adjourn At The End Of The Session.

Anyone wishing to address the Council should step to the podium and state his/her name and address. If the matter is not a Public Hearing, a request to speak to the Council should be prepared prior to the meeting. Speaking time will be limited to five (5) minutes.

Sound enhancement units are available for hearing impaired customers who provide a form of identification as security, which will be returned to the customer upon the return of the unit.

Those in need of disability-related auxiliary aids or services should contact the City Clerk's office at (417) 624-0820, ext. 220 no later than 48 hours prior to the meeting.

Notice posted at _____ p.m. on this the __ day of _____, _____. (RSMo 610.020)

JOPLIN CITY COUNCIL
JANUARY 7, 2019 MEETING MINUTES

CALL TO ORDER
The regular meeting of the Joplin City Council was called to order at 6:00 p.m.by Mayor Gary Shaw.

INVOCATION read by City Clerk Barbara Gollhofer.

PLEDGE OF ALLEGIANCE to the United States of America was led by Mayor Gary Shaw.

ROLL CALL
Answering Roll Call were Council Members: Taylor Brown, Melodee Colbert-Kean, Doug Lawson, Anthony Monteleone, Diane Reid Adams, Gary Shaw, Ryan Stanley, Phil Stinnett and Jim West. Also, in attendance were City Manager Sam Anselm and Assistant City Attorney Jordan Paul.

PRESENTATIONS

FINALIZATION OF CONSENT AGENDA
There being no further business to come before the Council, the Consent Agenda was finalized.

REPORTS AND COMMUNICATIONS

CITIZEN REQUESTS AND PETITIONS
Brian Handshy, 930 Kehrs Mill Rd., Ballwin, MO requested to address the City Council to ask consideration of the City of Joplin joining the Missouri Clean Energy District to allow commercial property owners to utilize PACE finance, but he did not appear.

PUBLIC HEARINGS
Public Hearing Procedures read by City Clerk Barbara Gollhofer

Public Hearing for Case 042-18

Mayor Shaw opened the Public Hearing

No one appeared in favor of or in opposition to this item**.**

The Public Hearing was closed.

Mr. Stanley introduced Case 042-18. Motion by Mr. Stanley, second by Mrs. Colbert-Kean that Case 042-18 be approved. Voting in favor were Council Members: Brown, Colbert-Kean, Lawson, Monteleone, Reid Adams, Shaw, Stanley, Stinnett, and West, 9. Nays: 0. Case 042-18 was approved.

Public Hearing for Case 043-18

Mayor Shaw opened the Public Hearing

No one appeared in favor of or in opposition to this item

The public hearing was closed.

Mr. Stinnett introduced Case 043-18. Motion by Mr. Stinnett, second by Mr. Brown that Case 043-18 be approved. Voting in favor were Council Members: Brown, Colbert-Kean, Lawson, Monteleone, Reid Adams, Shaw, Stanley, Stinnett, and West, 9. Nays: 0. Case 043-18 was approved.

Public Hearing for Resolution No. 2019-001

Mayor Shaw opened the Public Hearing.

Alexah Patrick, 2337 Zora Avenue, appeared in favor of this item.

No one appeared in opposition to this item.

The Public Hearing was closed.

Mr. West introduced Resolution No.2019-001 - a resolution granting a Special Use Permit (1st Request) for the operation of a home beauty parlor at 2337 Zora Avenue, in the City of Joplin, Jasper County, Missouri. Motion by Mr. West, second by Mr. Lawson to approve Resolution No. 2019-001. Voting in favor were Council Members: Brown, Colbert-Kean, Lawson, Monteleone, Reid Adams, Shaw, Stanley, Stinnett, and West, 9. Nays: 0. **Resolution No. 2019-001**

Allow County Collectors to Speak:
Mayor Shaw asked the Council for a motion to allow the county commissioners to comment on the request made by Brian Handshy to ask consideration of the City of Joplin joining the Missouri Clean Energy District to allow commercial property owners to utilize PACE finance. Motion by Mr. West, second by Mr. Lawson to allow Newton County Collector Jim Otey and Jasper County Collector Steve McIntosh to address the City Council. Mr. Otey stated he wanted to reinforce his opinion that the county collector should not have the role as loan collector. Mr. McIntosh agreed with Mr. Otey's statement.

CONSENT AGENDA.
Motion by Mr. Stinnett, second by Mr. Stanley to approve the Consent Agenda. Voting in favor were Council Members: Brown, Colbert-Kean, Lawson, Monteleone, Reid Adams, Shaw, Stanley, Stinnett, and West, 9. Nays: 0.

December 17, 2018 Informal meeting notes

Minutes of the December 17, 2018 Council Meeting

COUNCIL BILL NO. 2018-275 (amended to **CB2018-276**-see note below)-an ordinance authorizing the City council to issue the abatement of ad valorem taxes to real property located in the Joplin Area Enhanced Enterprise Zone; generally described as located at 2205 S. Prigmore Rd. and owned by Crossroads Realty, LLC. **NOTE: There was a scrivener's error when Council Bill No. 2018-275 was listed on the agenda. It should have been named Council Bill No. 2018-276. The ordinance has been amended to reflect this correction. Ordinance No. 2019-001.**

COUNCIL BILL NO. 2018-416 -AN ORDINANCE approving an Agreement between the City of Joplin, Missouri, and Economic Security Corporation of Southwest Area that pertains to 2018 HOME funds; authorizing the City Manager or his designee to execute same on behalf of the City. **Ordinance No. 2019-002.**

RESOLUTIONS

ORDINANCES – EMERGENCY

Mr. Monteleone introduced Council Bill No. 2019-100 - an ordinance approving Amendment 1 to Work Authorization GBA-CIST-TC607, for additional services with George Butler Associates Inc. in the not to exceed amount of Fifty-Three Thousand Eight Hundred Sixty and no/100 Dollars ($53,860.00) for the 44th Street Widening Project funded through the capital improvement sales tax and containing an emergency clause. Motion by Mr. Monteleone, second by Mrs. Reid Adams to amend CB2019-100 to a 3-lane road instead of a 5-lane road. Voting in favor were Council Members: Monteleone and Reid Adams, 2. Nays: Brown, Colbert-Kean, Lawson, Shaw, Stanley, Stinnett and West, 7. The motion failed. Motion by Mr. Stanley, second by Mr. West that Council Bill No. 2019-100 be approved on an emergency basis. Voting in favor were Council Members: Brown, Colbert-Kean, Lawson, Reid Adams, Shaw, Stanley, Stinnett, and West, 8. Nays: Monteleone, 1. The Council Bill was declared adopted and entitled **Ordinance No. 2019-003.**

Mr. Brown introduced Council Bill No. 2019-101 - an ordinance approving the City of Joplin to enter into an agreement with Sprouls Construction Inc., in the amount of Two Hundred Four Thousand Nine Hundred and no/100 dollars ($204,900.00) for construction of the Manhole Casting Replacements in Streets Project; and authorizing the City Manager or his designee to execute the same by and on behalf of the City of Joplin; and containing an emergency clause. Motion by Mr. Brown, second by Mr. Stinnett that Council Bill No. 2019-101 be approved on an emergency basis. Voting in favor were Council Members: Brown, Colbert-Kean, Lawson, Monteleone, Reid Adams, Shaw, Stanley, Stinnett, and West, 9. Nays: 0. The Council Bill was declared adopted and entitled **Ordinance No. 2019-004**

Mr. West introduced Council Bill No. 2019-102 - AN ORDINANCE authorizing the City of Joplin to enter into an agreement with American Airlines, Inc. for the purpose of guaranteeing minimum revenue in an amount not to exceed Six Hundred Thousand and 00/100 Dollars ($600,000.00) for regularly scheduled air passenger service between Joplin Regional Airport and Chicago O'Hare International Airport; authorizing the City Manager to execute the same by and on behalf of the City of Joplin; and containing an emergency clause. Motion by West, second by Mrs. Colbert-Kean that Council Bill No. 2019-102 be approved on an emergency basis. Voting in favor were Council Members: Brown, Colbert-Kean, Lawson, Monteleone, Reid Adams, Shaw, Stanley, Stinnett, and West, 9. Nays: 0. The Council Bill was declared adopted and entitled **Ordinance No. 2019-005**

Mr. West introduced Council Bill No. 2019-103 - an ordinance authorizing the City of Joplin to enter into an agreement with the Joplin Area Chamber of Commerce Foundation for the purpose of sharing liability for the air service agreement minimum revenue guaranty by and between the City of Joplin and American Air Lines, Inc. in an amount not to exceed Six Hundred Thousand and 00/100 Dollars ($600,000.00) for regularly scheduled air passenger service between Joplin Regional Airport and Chicago O'Hare International Airport; authorizing the City Manager to execute the same by and on behalf of the City of Joplin; and containing an emergency clause. Motion by Mr. West, second by Mrs. Reid Adams that Council Bill No. 2019-103 be approved on an emergency basis. Voting in favor were Council Members: Brown, Colbert-Kean, Lawson, Monteleone, Reid Adams, Shaw, Stanley, Stinnett, and West, 9. Nays: 0. The Council Bill was declared adopted and entitled **Ordinance No. 2019-006**

Mr. Lawson introduced Council Bill No.2019–350-an ordinance approving the contract by and between the City of Joplin and Big Johns for the demolition of the structure(s) and clearing of lot area located at 1224 Roosevelt Ave. in the City of Joplin, Missouri, for Three Thousand Five Hundred Ninety-Nine and 00/100 Dollars ($3,599.00); providing how the cost thereof shall be paid; how the assessment thereof shall be made; and containing an emergency clause. Motion by Mr. Lawson, second by Mr. Stanley that Council Bill No. 2019-350 be approved on an emergency basis. Voting in favor were Council Members: Brown, Colbert-Kean, Lawson, Monteleone, Reid Adams, Shaw, Stanley, Stinnett, and West, 9. Nays: 0. The Council Bill was declared adopted and entitled **Ordinance No. 2019-007**

Mr. Stanley introduced Council Bill No.2019–351-an ordinance approving the contract by and between the City of Joplin and Big Johns for the demolition of the structure(s) and clearing of lot area located at 315 E. Markwardt St (315 E. 13TH St.) in the City of Joplin, Missouri, for Two Thousand Nine Hundred and 00/100 Dollars ($2,900.00); providing how the cost thereof shall be paid; how the assessment thereof shall be made; and containing an emergency clause. Motion by Mr. Stanley, second by Mrs. Colbert-Kean that Council Bill No. 2019-351 be approved on an emergency basis. Voting in favor were Council Members: Brown, Colbert-Kean, Lawson, Monteleone, Reid Adams, Shaw, Stanley, Stinnett, and West, 9. Nays:0. The Council Bill was declared adopted and entitled **Ordinance No. 2019-008**

ORDINANCES – FIRST READING

Mr. Stinnett introduced Council Bill No. 2019-250 - an ordinance establishing grades and accepting the Plat of Standeford-Russow located at the northwest corner of Schifferdecker Avenue and 24th Street in the City of Joplin, Jasper County, Missouri. Motion by Mr. Stinnett, second by Mr. Stanley that Council Bill No. 2019-250 be passed on First Reading and advanced to Second and Third Reading. Voting in favor were Council Members: Brown, Colbert-Kean, Lawson, Monteleone, Reid Adams, Shaw, Stanley, Stinnett, and West, 9. Nays: 0. The Council Bill was read as **Council Bill No. 2019-250.**

Mrs. Colbert-Kean introduced Council Bill No. 2019-600 – an ordinance amending Chapter 2, Administration, Article IV, Boards and Commissions, by enacting a new Division 3, City Youth Council. Motion by Mrs. Colbert-Kean, second by Mr. Stanley that Council Bill No. 2019-600 be passed on First Reading and advanced to Second and Third Reading. Voting in favor were Council Members: Brown, Colbert-Kean, Lawson, Monteleone, Reid Adams, Shaw, Stanley, Stinnett and West, 9. Nays: 0. The Council Bill was read as **Council Bill No. 2019-600**

ORDINANCES – SECOND READING AND THIRD READING.

Mr. Lawson introduced Council Bill No. 2018-027 - an ordinance authorizing the City of Joplin to amend the Memorandum of Understanding and Agreement with Connect2Culture previously approved as Ordinance 2017-149 for the purpose of extending timeframes and authorizing the City Manager to execute the same by and on behalf of the City of Joplin. Motion by Mr. Lawson, second by Mrs. Colbert-Kean that Council Bill No. 2019-027 be passed on Second Reading and advanced to Third Reading and passed. Voting in favor were Council Members: Brown, Colbert-Kean, Lawson, Monteleone, Reid Adams, Shaw, and Stinnett, 7. Nays: West,1. Abstention: Stanley, 1. The Council Bill was declared adopted and entitled **Ordinance No. 2019-009**

Unfinished Business

Mrs. Reid Adams provided the city council with a report from the strategic planning meeting committee. The committee consists of Council Member Reid Adams, Council Member West, Taylor

Cunningham, Assistant to the City Manager, Patrick Tuttle, CVB Director, and Sam Anselm, City Manager.

Mrs. Reid Adams reported that the committee solicited proposals from several facilitators to conduct a strategic planning meeting to help the City engage in a discussion of Joplin as a city organization relative to four core areas: purpose, capacity, management and performance.

Three proposals were selected for interviews. The committee scored the interviewees and determined that Robert Heacock of Spark Management Consultants in Independence MO would be the best fit for Joplin. The charge for his services, including travel, is $6800.00. The proposed meeting will be held at the Public Safety Training Center at no charge.

Mrs. Reid Adams stated the committee believes 2019 will be a critical year for the City of Joplin. It is important to define the City's goals as we emerge from a state of recovery and look forward to the exciting city that Joplin can become.

Motion by Mr. West, second by Mrs. Reid Adams to accept the recommendation to have Spark Management Consultant as the facilitator of the strategic planning meeting. Voting in favor were Council Members: Brown, Colbert-Kean, Lawson, Monteleone, Reid Adams, Shaw, Stanley, Stinnett, and West, 9. Nays:0.

New Business

Mr. Stanley introduced Case 040-18: 2920 E. 22nd Street – A request for a Site Plan Review to construct a parking lot. Requested by Foundation 13, LLC. Motion by Mr. Stanley, second by Mrs. Stinnett to approve Case 040-18. Voting in favor were Council Members: Brown, Colbert-Kean, Lawson, Monteleone, Reid Adams, Shaw, Stanley, Stinnett, and West, 9. Nays:0.

Additional Requests to Address Council:

Dana Dubry, 2004 E 36th St., requested to address the City Council regarding traffic speed on 3th St. in Sunnyvale Subdivision.

Morris Glaze, 3321 Delaware Ave, requested to address City Council regarding speeding in the Sunnyvale area.

Boards/Commissions – Reappointments:

Motion by Mr. Lawson, second by Mr. West to approve the following reappointments. Voting in favor were Council Members: Brown, Colbert-Kean, Lawson, Monteleone, Reid Adams, Shaw, Stanley, Stinnett and West, 9. Nays: 0.

Board	Member	Term Renews
CVB	Denise DuBois	1/7/2019
Parks & Rec.	Jennifer Martucci	10/1/2018

News from Public Information Officer Lynn Onstot:

Now that Christmas is over, the trees are coming down! Residents are welcome to discard their natural (live) Christmas trees at one of three collection points. Once that all decorations have been removed, trees can be placed near the "Christmas Tree" drop-off sign posted at one of these locations: Humphrey Park parking lot on Utica Street in the Royal Heights area; the parking lot on the SW corner in McIndoe Park at Glendale Road and Jackson Avenue; and the Public Works Center at 1301 West 2nd Street. This drop off option is available to residents through January 31st.

We also remind them that the Recycling Center accepts many of the holiday items they may be discarding. Gift wrapping, paper boxes, greeting cards, and clean packing materials such as peanuts and bubble wrap can all be dropped off there. The Recycling Center is located at 1310 West A Street and is open on Tuesday and Thursday from Noon to 6 p.m., and Wednesday, Friday and Saturday from 9 a.m. to 3 p.m.

If citizens are interested in public safety, the Joplin Police Department has announced its upcoming Citizens Academy starts February 7. This free 14-week program provides an interactive and behind-the-scenes look at law enforcement. The Police Academy is held from 6 to 9 p.m. every Thursday through May 9. Topics covered will include crime scene investigations, narcotics, child abuse, and traffic accidents. Officers will also focus on SWAT operations and equipment, use of force tactics, building clearing, DWI enforcement, and an introduction to the K9 unit. Interested persons should contact Officer Lacey Baxter at 417-623-3131, ext. 632. Applications are on the Police Department's website under the Events tab, or at the front desk of the Joplin Police Department at 303 E. 3rd Street.

For more information about these or other happenings at the City, check out our website at joplinmo.org.

Comments from City Council:
Mayor Shaw encouraged interested citizens to attend the Police Academy, stating it is a very informative program.

Mr. Monteleone thanked Public Works Director David Hertzberg for his kindness and all he does to help make the City of Joplin a better place. Mr. Monteleone also acknowledged some recent City of Joplin retirements: Les Page and Dwain Wilcox from the Fire Department and Mike Gayman from the Police Department. He thanked them all for their service.

Mayor Shaw asked the City Clerk to notify him of future retirements of all city employees.

Mr. Stinnett stated he would like to have future discussion on the street light program and the public safety tax.

Mayor Shaw stated the first council meeting of 2019 was a good meeting, especially with the announcement of new air service from Joplin to Chicago.

Mayor Shaw acknowledged the death of William Schwab, Jr., who was a longtime citizen and businessman of the community. Mayor Shaw offered condolences to the family on behalf of the City Council.

There being no further business, the meeting was adjourned at 8:12 p.m.

Respectfully,

Barbara Gollhofer, City Clerk

CITY OF JOPLIN
COUNCIL AGENDA ITEM

ITEM:
CB 2019-250 – Final Plat Review, Standeford-Russow Subdivision.

MEETING DATE:
January 7, 2019

ORIGINATING DEPARTMENT:
Planning, Development and Neighborhood Services

REVIEWED BY:
Director of Planning, Development & Neighborhood Services-Troy Bolander, Director of Finance-Leslie Haase, City Attorney- Peter Edwards, City Manager- Sam Anselm.

SUMMARY REQUEST:
Case 041-18: Final plat review – a request to review the preliminary plat of the Standeford-Russow Subdivision located at the northwest corner of Schifferdecker Avenue and 24th Street – Joel Standeford

BACKGROUND:
The final plat approval is for the Standeford-Russow Subdivision. This will contain seventeen lots zoned Single-Family Residential (R1) at the Northwest corner of Schifferdecker Avenue and 24th Street.

PLANNING & ZONING COMMISSION TESTIMONY:
The Plat shows one lot with access onto Schifferdecker Avenue; the access would be located about 60 feet south of the existing drive access. All other lots will either have access from 23rd Street on the north or from 24th Street on the south.

Two of the lots will be 79 feet wide, and the rest will be 70 feet wide. Ten of the lots will be 175 feet long; four lots will be 140 feet long; and one lot will be 219 feet long. Ten of the lots will be approximately 12,250 square feet; four lots will be 9,800 square feet; two lots will be 10,860 square feet; and one lot will be 15,330 square feet.

PUBLIC COMMENT:
Wayne Stevenson, 811 E 3rd Street, Joplin, MO. The tract of land will be split into 17 individual lots. The streets are in place, there is a minor sewer main extension, we have submitted plans to serve the south lots. The lots are proposed as R-1 (Single Family Residential). The access will be from both 23rd and 24th Streets, and one home will be on Schifferdecker Ave. There is some stormwater management between the middle of the lots. We will meet all required setbacks for R-1 lots.

FUNDING SOURCE
These payments are included in the FY 2018-19 budget of the Community Planning Fund.

RECOMMENDATION:
Staff recommends approval of Case 041-18.

ATTACHMENTS:
CB 2019-250, Planning Report, Commission Minutes

Z&P Meeting: December 10, 2018
City Council Meeting: January 7, 2019

STAFF PLANNING REPORT
Final Plat

CASE 041-18 Final Plat review

NAME OF SUBDIVISION Standeford-Russow

LOCATION: Northwest corner of Schifferdecker Avenue and 24th Street

APPLICANT: Joel Standeford & Jesse Russow

PRESENT ZONING: R-1, Single Family Residential District

PRESENT LAND USE: Residential

SITE CONTEXT:

	North	East	South	West
Existing Zoning	R-1	R-1	R-1	R-1
Land Use	Residential	Residential	Residential	Residential

SUBDIVISION:

Number of lots
17

TRANSPORTATION:

Streets with access	Classification	Right-of-way width
Schifferdecker Avenue	Arterial	80’
Mina Avenue	Local	60’
23rd Street	Local	50’
24th Street	Local	50’

WILL TURNING MOVEMENTS OF THE PROPOSED USE CREATE AN UNDUE TRAFFIC HAZARD?

No.

UTILITIES A new sewer extension will be added to service any new development.

FLOOD PLAIN N/A

STAFF ANALYSIS:

DOES THE PROPOSED SUBDIVISION COMPLY WITH THE CITY'S SUBDIVISION REGULATIONS?

Yes.

DISCUSSION

The final plat approval is for the Standeford-Russow addition. This addition will be seventeen lots zoned Single-Family Residential (R1) at the Northwest corner of Schifferdecker Avenue and 24th Street. The Final Plat requires City Council approval.

The tract of land where this proposed subdivision will be, is approximately 4.5 acres and is mostly undeveloped. There are several structures on the northeast corner of the parcel that have access onto Schifferdecker Avenue. The Plat shows one lot with access onto Schifferedecker Avenue; the access would be located about 60 feet south of the existing drive access. All other lots will either have access from 23rd Street on the north or from 24th Street on the south.

All required building setbacks have been shown on the plat. Two of the lots will be 79 feet wide, and the rest will be 70 feet wide. Ten of the lots will be 175 feet long; four lots will be 140 feet long; and one lot will be 219 feet long. Ten of the lots will be approximately 12,250 square feet; four lots will be 9,800 square feet; two lots will be 10,860 square feet; and one lot will be 15,330 square feet.

The plat shows a 70-foot storm water access easement through the center of the tract, going east to west. There will also be a 10-foot utility easement on the outside edge of the entire tract. This plat meets all requirements of the Joplin subdivision regulations.

Staff recommends approval of Case 041-18.

ENCLOSURES:

Final Plat

RECEIVED
11-2-18

CITY OF JOPLIN, MISSOURI

FINAL PLAT CHECKLIST

Subdivision No.: 041-18
Date Filed: _____
Date of Meeting: 12-10-18
Fee: _____

Return Form To:
Municipal Planner
321 East 4th Street
P.O. Box 1355
Joplin, Missouri 64802
417-624-0820 Ext. 511
FAX 417-625-4738

I. Name of Subdivision: Stadeford - Russow Subdivision

II. Name of Owner: Joel Stadeford & Jesse Russow

III. Name of Subdivider: Joel Stadeford & Jesse Russow

IV. Name of Person who prepared the Plat: Gregory Bowers

V. Date of Hearing: _____

VI. Location of Property by Streets: Schifferdecker between 23rd & 24th Street

VII. Present Zoning of Property R1

VIII. Present Uses of Property Residential

IX. No. of Acres in Total Tract 4.56 No. of Lots 17

Instructions:

The following checklist is to be completed by the Municipal Planner and may accompany the Final Plat when it is submitted to the Planning and Zoning Commission. If the answer to any of the questions is "No", a written explanation may accompany this checklist.

X. Does the Final Plat show the following information?	Yes	No
A. Name of the subdivision.	☒	☐
B. Location of section, township, range, county and state, including the descriptive boundaries of the subdivision based on an accurate traverse, giving angular and linear dimensions which must be mathematically correct.	☒	☐

C. Location of monuments or bench marks. Location of such monuments shall be shown in reference to existing official monuments or the nearest established street, lines, including the true angles and distances to such reference points or monuments. ☒ ☐

D. The location of lots, blocks, streets, public highways, alleys, parks and other features, with accurate dimensions in feet and decimals of feet with the length of radii on all curves, and other information necessary to reproduce the plat on the ground. Dimensions shall be shown from all curbs to lot lines. ☒ ☐

E. Lots numbered clearly. Blocks numbered or lettered clearly in the center of the block. ☒ ☐

F. Exact locations, widths and names of all streets and alleys to be dedicated. ☒ ☐

G. Boundary lines and descriptions of the boundary lines of any area other than streets and alleys, which are to be dedicated or reserved for public use. ☒ ☐

H. Minimum area and associated minimum elevation for the building on each lot planned as a building site when requested by the Planning and Zoning Commission. ☒ ☐

I. Building setback lines on the front and side streets with dimensions. ☒ ☐

J. Name and address of the registered land surveyor preparing the plat. ☒ ☐

K. Scale of plat, 1" = 100' or larger, date or preparation and north point. ☒ ☐

L. Statement dedicating all easements, streets, alleys, and all other areas not previously dedicated. ☒ ☐

XI. Was the original on mylar, tracing cloth, or similar material, and were 10 copies submitted? ☒ ☐

XII. Have all acknowledgments been signed?

A. Owner or owners and all mortgager. ☐ ☐

B. Dedications or reservations. ☐ ☐

C. Surveyor preparing plat. ☐ ☐

XII. Has certification been submitted stating that all taxes and special assessments due and payable have been paid? ☐ ☐

XIII. Deed Restrictions:

A. Are any deed restrictions planned for subdivision? ☐ ☒

B. If so, has a copy been submitted? ☐ ☐

XIV. How has installation of the following improvement been guaranteed?

	Construction	Bond	Petition(%)
Streets			
Water			
Sewer			
Sidewalks			
Other, as required			
1.			
2.			
3.			

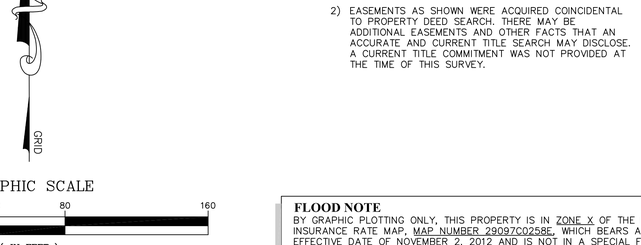
XV. Are additional comments attached? ☐ ☒



Case 041-18: A parcel of land on the northwest corner of Schifferdecker Avenue and 24th Street -- A request to review the final plat of the Standeford-Russow Subdivision -- Joel Standeford

FINAL PLAT OF STANDEFORD-RUSSOW SUBDIVISION
BEING A RE-PLAT OF LOTS 31-33 AND LOTS 40-42 OF WANOKA HIGHLANDS IN THE CITY OF JOPLIN, JASPER COUNTY, MISSOURI





LOCATION SKETCH
SECTION 17
T 27 N, R 33 W
SCALE: 1"=2000'

LEGEND
- FND IP FOUND IRON PIN
- SET IP SET IRON PIN
- PROPERTY LINE
- EASEMENT LINE
- ORIGINAL LOT LINE
- SECTION LINE

GRID

GRAPHIC SCALE
40 0 20 40 80 160
(IN FEET)
1 inch = 40 ft.

NOTES
1) BEARING BASED ON GRID NORTH OF THE MISSOURI COORDINATE SYSTEM OF 1983, WEST ZONE.
2) EASEMENTS AS SHOWN WERE ACQUIRED COINCIDENTAL TO PROPERTY DEED SEARCH. THERE MAY BE ADDITIONAL EASEMENTS AND OTHER FACTS THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE. A CURRENT TITLE COMMITMENT WAS NOT PROVIDED AT THE TIME OF THIS SURVEY.

FLOOD NOTE
BY GRAPHIC PLOTTING ONLY, THIS PROPERTY IS IN ZONE X OF THE FLOOD INSURANCE RATE MAP, MAP NUMBER 29097C0258E, WHICH BEARS AN EFFECTIVE DATE OF NOVEMBER 2, 2012 AND IS NOT IN A SPECIAL FLOOD HAZARD AREA. NO FIELD SURVEYING WAS PERFORMED TO DETERMINE THIS ZONE.

CITY APPROVAL
THIS PLAT OF STANDEFORD-RUSSOW SUBDIVISION, INCLUDING EASEMENTS AND RIGHTS-OF-WAY ACCEPTED BY THE CITY COUNCIL HAS BEEN SUBMITTED TO AND APPROVED BY THE JOPLIN CITY COUNCIL BY ORDINANCE NO. _____, DULY PASSED AND APPROVED BY THE MAYOR ON THE_____DAY OF_____ _____, 20____, OF JOPLIN, MISSOURI,

_____
GARY SHAW
MAYOR

ATTEST: _____ _____
BARBARA GOLLHOFER, CITY CLERK — DAVID HERTZBERG, PE, PUBLIC WORKS DIRECTOR

CERTIFICATE OF RECORDING
STATE OF MISSOURI)
) SS
COUNTY OF JASPER)

I, CHARLOTTE PICKERING, RECORDER OF JASPER COUNTY DO HEREBY CERTIFY THAT THE WITHIN INSTRUMENT OF WRITING WAS FILED ON THE _____DAY OF_____ ____, 20____ A.D. _____ O'CLOCK _____MIN. _____M. DULY FOR RECORD AND IS RECORDED IN THIS OFFICE IN PLAT BOOK _____AT PAGE _____ IN TESTIMONY WHEREOF I HAVE HEREUNTO SET MY HAND AND AFFIXED MY SEAL AT CARTHAGE, MISSOURI, THIS ____ DAY OF _____ 20____,

_____ _____
CHARLOTTE PICKERING, RECORDER — DEPUTY

OWNER'S CERTIFICATE AND DEDICATION
SAID LAND HAS BEEN SUBDIVIDED AS SHOWN HEREON. STREETS AND EASEMENTS ARE RELINQUISHED AND DEDICATED TO THE PUBLIC. ALL TAXES AND SPECIAL ASSESSMENTS DUE AND PAYABLE HAVE BEEN PAID IN FULL, IN WITNESS WHEREOF, I, JOEL STANDEFORD AND I, JESSE RUSSOW HAVE HEREUNTO SET OUR HANDS, THIS_____ DAY OF_____, 20____.

_____
JOEL STANDEFORD

_____
JESSE RUSSOW

ACKNOWLEDGMENT
STATE OF MISSOURI)
) SS
COUNTY OF JASPER)

BE IT REMEMBERED THAT ON THIS _____ DAY OF _____, 20_____ BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, CAME JOEL STANDEFOR AND JESSE RUSSOW TO ME PERSONALLY KNOWN TO BE THE SAME PERSON(S) WHO EXECUTED THE FOREGOING INSTRUMENTS IN WRITING AND DULY ACKNOWLEDGED THE EXECUTION OF SAME, IN TESTIMONY WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY NOTARY SEAL THE DAY AND THE YEAR ABOVE WRITTEN.

_____ (SEAL)
NOTARY PUBLIC

MY COMMISSION EXPIRES: _____

DEED DESCRIPTION
ALL OF LOTS NUMBERED THIRTY-ONE (31), THIRTY-TWO (32), THIRTY-THREE (33), FORTY (40), FORTY-ONE (41), AND FORTY-TWO (42) IN WANOKA HIGHLANDS, A SUB-DIVISION OF PART OF SECTION 17, TOWNSHIP 27, RANGE 33, TO THE CITY OF JOPLIN, JASPER COUNTY, MISSOURI, EXCEPT ANY PART TAKEN OR DEEDED FOR ROAD PURPOSES.

CERTIFICATE OF PLANNING AND ZONING COMMISSION
THIS PLAT OF STANDEFORD-RUSSOW SUBDIVISION HAS BEEN SUBMITTED TO AND APPROVED BY THE JOPLIN PLANNING AND ZONING COMMISSION THIS _____ DAY OF _____ _____ 20____.

_____
KENT EASTMAN
CHAIRMAN

SUBDIVISION INFORMATION
TOTAL ACRES:	4.56±
ACREAGE DEDICATED STREETS:	NONE
MINIMUM LOT SIZE:	9,800± SQ. FT.
MAXIMUM LOT SIZE:	15,330± SQ. FT.
AVERAGE LOT SIZE:	12,250± SQ. FT.
TOTAL NO OF LOTS:	17
CURRENT ZONING:	R-1
PROPOSED USE:	SINGLE-FAMILY RESIDENTIAL
SUBMITTAL DATE:	
SOURCE OF WATER:	MISSOURI AMERICAN WATER
SOURCE OF SEWER:	CITY OF JOPLIN
SOURCE OF TITLE:	BOOK 2469, PAGE 14
PRELIMINARY APPROVAL:	
ACCURACY STANDARD:	URBAN

ZONING INFORMATION
SUBJECT PROPERTY IS ZONED R-1 (RESIDENTIAL DISTRICT)

BUILDING SETBACK LINES:
FRONT: 25'
SIDE: 6'
SIDE CORNER LOT: 15'
REAR: 25'

SOURCE OF DEED
JOEL STANDEFORD & JESSE RUSSOW
BOOK 2469, PAGE 0014

SURVEYORS CERTIFICATE
KNOW ALL MEN BY THESE PRESENTS:
THAT I, GREGORY B. BOWERS, DO HEREBY CERTIFY THAT THIS PLAT WAS PREPARED UNDER MY SUPERVISION FROM AN ACTUAL SURVEY OF THE LAND HEREON DESCRIBED AND IN ACCORDANCE WITH THE CURRENT MISSOURI MINIMUM STANDARDS FOR URBAN PROPERTY SURVEYS, PREPARED BY ANDERSON ENGINEERING, INC., AND THAT THE CORNER MONUMENTS AND LOT CORNER PINS SHOWN HEREIN WERE PLACED OR WILL BE PLACED WITH IN 12 MONTHS AFTER RECORDING PLAT.
LAST REVISION DATE NOVEMBER 1, 2018
ANDERSON ENGINEERING, INC. L.C. 62
by

FOR REVIEW

_____ 11-1-18
GREGORY B. BOWERS, MO P.L.S. NO. 2672 — DATE

ENGINEER/LAND SURVEYOR
ANDERSON ENGINEERING, INC.
811 E. 3RD STREET
JOPLIN, MISSOURI 64801
WAYNE STEPHENSON, P.E.
GREGORY B. BOWERS, P.L.S.

DEVELOPER AND OWNER
JOEL STANDEFORD & JESSE RUSSOW
3375 E HOKE DRIVE
SPRINGFIELD MO 65804

ANDERSON ENGINEERING
EMPLOYEE OWNED
ENGINEERS | SURVEYORS | LABORATORIES | DRILLING
811 E. 3RD STREET
JOPLIN, MISSOURI 64801
PHONE (417) 782-7399

FIELD: RW DATE: 11-1-18
DRAWN: SLM FIELD BK:
CHECKED: JLH JOB NO:18JO10053

JOP 100-4976
SHT. 1 OF 1 REV. ___

CB 2019-250

Case 041-18: Final Plat review- a request to review the preliminary plat of the Standeford-Russow Subdivision located at the northwest corner of Schifferdecker Avenue and 24th Street – Joel Standeford.

Wayne Stevenson, 811 E 3rd Street, Joplin, MO. The tract of land will be split into 17 individual lots. The streets are in place, there is a minor sewer main extension, we have submitted plans to serve the south lots. The lots are proposed as R-1 (Single Family Residential). The access will be from both 23rd and 24th Streets, and one home will be on Schifferdecker Ave. There is some stormwater management between the middle of the lots. We will meet all required setbacks for R-1 lots.

MRS. STEELE MOVED, SECONDED BY MR. MCCULLOUGH TO APPROVE CASE 041-18, BE FORWARDED TO THE CITY COUNCIL WITH RECOMMENDATION FOR APPROVAL. MOTION CARRIED, WITH MR. RAMSOUR, MR. DERMOTT, MRS. BRUECKNER-SEARS, MRS. KOELKEBECK, MRS. STEELE, AND MR. MCCULLOUGH VOTING "AYE". (6 IN FAVOR, 0 NAYS, 1 ABSENT).

P & Z Case 041-18
Joel Standeford & Jesse Russow
(P & Z Recommended Approval)

COUNCIL BILL NO. 2019-250 ORDINANCE NO.

AN ORDINANCE establishing grades and accepting the Plat of Standeford-Russow located at the northwest corner of Schifferdecker Avenue and 24th Street in the City of Joplin, Jasper County, Missouri.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, as follows:

Section 1. That the grades in the Plat of Standeford-Russow located at the northwest Corner of Schifferdecker Avenue and 24th Street in the City of Joplin, Jasper County, Missouri be and the same are hereby fixed and established as follows:

ALL OF LOTS NUMBERED THIRTY-ONE (31), THIRTY-TWO (32), THIRTY-THREE (33), FORTY (40), FORTY-ONE (41), AND FORTY-TWO (42) IN WANOKA HIGHLANDS, A SUB-DIVISION OF PART OF SECTION 17, TOWNSHIP 27, RANGE 33, TO THE CITY OF JOPLIN, JASPER COUNTY, MISSOURI, EXCEPT ANY PART TAKEN OR DEEDED FOR ROAD PURPOSES

Section 2. That said plat, having been filed showing that the lots have been staked out and platted and the streets and alleys have been dedicated to the public for public use, and that the proper levels have been run and the grades established for said addition, is hereby accepted by the City of Joplin, Jasper County, Missouri, and according to the statues of the State of Missouri.

Section 3. That the City Clerk is hereby authorized and directed to endorse upon such plat the approval of the Council under her hand and the Seal of the City of Joplin, Missouri.

PASSED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, this _____ day of _____, 2019, by a vote of _____.

_____
Gary L. Shaw, Mayor

ATTEST:

_____
Barbara J. Gollhofer, City Clerk

APPROVED AS TO FORM:

_____
Peter C. Edwards, City Attorney

CITY OF JOPLIN
COUNCIL AGENDA ITEM

ITEM
Council Bill 2019-600 – establishing the Joplin Youth Council as an official advisory board to the Joplin City Council.

MEETING DATE
January 7, 2019

ORIGINATING DEPT
City Manager

ATTACHMENTS
CB 2019-600 Ordinance; Joplin Youth Council Bylaws

REVIEWED BY
City Attorney: Peter Edwards; City Manager: Sam Anselm

SUMMARY
This Council Bill officially creates the Joplin Youth Council (JYC) and outlines the procedures for selection and operation. The JYC will consist of eleven members selected from public and private high schools in the City of Joplin and will serve as an advisory board to the City Council.

BACKGROUND
In July 2018 Van Johnson from the National League of Cities (NLC) presented to the Joplin City Council about creating a Youth Council. Councilmembers and City staff expressed an interest in pursuing the idea and created a committee made up of staff, Councilmembers Stanley and Colbert-Kean, and representatives from Joplin public and private schools. The committee met in October and has been working to develop the JYC to begin in the 2019-2020 school year.

This is the ordinance required to adopt the JYC as an official advisory board to the Joplin City Council. The attached bylaws outline the formation and operation of the JYC.

FUNDING SOURCE
N/A

RECOMMENDATION
Staff recommends approval of this Council Bill.

BYLAWS

OF

THE JOPLIN YOUTH COUNCIL

ARTICLE I

Membership

Section 1 – Representation. A total of no more than eleven (11) members will serve on the Joplin Youth Council. The Joplin Youth Council shall seek in its membership a diverse representation reflecting the community.

Section 2 – Membership Qualifications. All members must live within the city limits of Joplin and must be between the grades of 10 to 12. Members shall have at least a 2.25 GPA.

Section 3 – Term Limits. Terms shall be for one year, or until the student transfers or graduates from high school. Members may re-apply every year provided they remain within the grade limits of the membership qualifications.

Section 4 – Application Process. Members of the Joplin Youth Council shall be chosen through an application process. Interested parties shall complete a simple application form.

Section 5 – Appointment of Members. The Joplin City Council shall review the applications and select members of the Joplin Youth Council.

Section 6 – Conduct. Each member of the Joplin Youth Council must conduct themselves in a positive, friendly, and law-abiding manner at all times. There will be no smoking, drinking alcoholic beverages, or using illegal drugs by any member of the Youth Council. Such behavior will not be tolerated and is ground for dismissal from the Youth Council.

ARTICLE II

Offices

Section 1 – Offices. The City Clerk, or their designee, shall serve as temporary chair for purposes of presiding over the election of the Joplin Youth Council Chairperson. The Joplin Youth Council shall elect from its members a Chairperson, Vice-Chairperson, and Secretary. The candidate receiving a majority vote of the Joplin Youth Council members is elected.

Section 2 – Officer Duties. The duties of the officers shall be as follows:

a. The Chairperson shall preside at the meetings of the Joplin Youth Council and shall be charged with the administration of the affairs of the Youth Council with assistance from the Office of the City Clerk. The Chairperson shall perform such other duties as provided by these by-laws or by rule of the Joplin City Council.

b. The duties of the Vice-Chair shall be to perform the duties and exercise the power of the Chair during the absence of the Chair.

c. The Secretary shall determine a quorum for the meeting and report back to the City Clerk. The Secretary shall conduct the roll call at the start of the meeting. The Secretary shall preside at the meetings of the Joplin Youth Council and perform the duties and exercise the power of the Chair during the absence of both the Chair and the Vice-Chair.

Section 3 – Election of Officers. The officers of the Youth Council shall be elected annually. The officers of the Youth Council shall be elected by a majority vote of the voting members present.

Section 4 – Term of Officers. The term of all offices provided for in Section one hereof shall be for one year; however that all officers shall continue to hold office until their successors are elected. Officers of the Joplin Youth Council shall be elected at the first Youth Council meeting held in October of each calendar year.

Section 5 – Vacancies of Officers. Should a vacancy occur in an office of the Joplin Youth Council by resignation, removal or by some other reason, the office shall be filled by an election for the vacant office at the next regular meeting of the Joplin Youth Council.

ARTICLE III

Meetings

Section 1 – Regular Meetings. Regular meetings of the Joplin Youth Council shall be held once a month on the fourth Thursday of the month, between the hours of 4:00 p.m. to 5:30 p.m. The principal meeting place of the Youth Council shall be at Joplin City Hall. *Robert's Rules of Order* shall govern the proceedings of the Youth Council in all cases to which they are applicable, and in which they are not inconsistent with these by-laws. Matters for consideration by the Youth Council shall be presented only at Youth Council meetings. Before convening a meeting of the Youth Council, the Chairperson of the Youth Council shall inform the Office the City Clerk of the subject matter of the meeting. The Office of the City Clerk shall give public notice of the meeting in accordance with the requirements of the Missouri Open Meetings Law. This notice shall include posting on the City of Joplin's official website.

Section 2 – Special Meetings. Special meetings may be called upon the request of the Chairperson. Request for special meetings shall be sent via electronic mail, or by telephone, to the office of the City Clerk at least 48 hours before the time of the meeting. This request shall include the reason or reasons for requesting the special meeting. The Office of the City Clerk shall notify every member of the Youth Council via electronic mail or by telephone. No subjects other than those stated in the notice shall be considered at the special meeting.

Section 3 – Open Meetings. All meetings of the Joplin Youth Council shall be open to the public and be subject to all requirements of the Missouri's Open Meeting Law.

Section 4 – Quorum. The presence of the majority of the entire membership of the Joplin Youth Council shall constitute a quorum for a meeting of the Youth Council. A quorum is necessary to transact official business at any meeting.

Section 5 – Voting. The affirmative vote of a majority of the members present shall be necessary to adopt a recommendation to be forwarded to the Joplin City Council for review and/or possible action.

Section 6 – Order of Business. The Chairperson of the Youth Council shall, when present, call the members of the Youth Council to order. Before proceedings to business, the roll of the members shall be called, and the names of those present (and absent) entered in the minutes. If a quorum is present, the order of business shall be:

a. Pledge of allegiance
b. Approval of the minutes of the previous meeting.
c. Unfinished business.
d. Matters for consideration.
e. Announcements.
f. Adjournment.

Section 7 – Recordings of Meetings. The proceedings of the Youth Council shall be recorded by the City Clerk. Records shall be preserved in accordance with the record retention schedule established by the Office of the City Clerk.

Section 8 – Conduct of Members. No member of the Youth Council shall interfere with the orderly progress of the meeting by leaving his or her seat or engaging in unnecessary conversation. Any member guilty of any unprofessional conduct shall be reported to the Joplin City Council.

Section 9 – Attendance. Attendance at regular Youth Council meetings is expected from all members. If a member cannot attend due to sickness or for a duly authorized reason, the member shall notify the Office of the City Clerk who shall notify the Chair of the Joplin Youth Council. Any member who fails to appear and answer to his or her name when the roll is called at any regular meeting or special meeting shall be recorded as absent (excused or unexcused). Any member of the Joplin Youth Council who missed three consecutive meetings (excused or unexcused) shall be reported to the Joplin City Council.

ARTICLE IV

Reports

Section 1 – Annual Report to the Joplin City Council. The Chairperson or his or her designee shall make a report to the Joplin City Council of the activities and business of the Youth Council at least once each calendar year.

ARTICLE V

Role of the Joplin City Council

Section 1 – Role of City Council. The Joplin City Council shall receive recommendations from the Joplin Youth Council to assist them in carrying out their duties. The

City Council shall communicate issues to the Joplin Youth Council so they may respond accordingly.

ARTICLE VI

By-Laws and Amendments

Section 1 – By-Laws and Amendments. The by-laws of the Youth Council shall be reviewed once each year. The bylaws may be amended at a regular stated meeting provided two-thirds of the members of the Youth Council approve the amendment in a roll call vote; providing further that the amendment is part of the agenda for the meeting and the membership has been notified in writing. By-laws and amendments must be approved by the Joplin City Council in order to take effect.

COUNCIL BILL NO. 2019-600 ORDINANCE NO.

AN ORDINANCE amending Chapter 2, Administration, Article IV, Boards and Commissions**,** of the Joplin City Code, by enacting a new Division 3, City Youth Council.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, as follows:

Section 1. That a new Chapter 2, Administration, Article IV, Boards and Commissions, Division 3, City Youth Council, is enacted as follows:

"DIVISION 3. CITY YOUTH COUNCIL

Sec. 2-160. Creation.

There is created a board to be known as the city youth council, which shall consist of eleven members. The members will be city residents who are actively enrolled in a public or private high school in grades 10 through 12. The members shall be appointed by the city council and each member appointed shall serve a term of one year, or until the student transfers or graduates from high school, unless grade 12 is completed during the term, at which time the position shall be declared vacant. Members may re-apply every year provided they remain within the grade limits of the membership qualifications. The term of the members of the city youth council will expire and be appointed in May of each year.

Sec. 2-161. Election of officers.

The city youth council shall elect a chairman to conduct meetings, a vice-chairman to conduct meetings in the absence of the chairman, and a secretary to record meeting minutes. Elections shall be held at the first regular meeting after annual appointments are made by the city council.

Sec. 2-162. Vacancies.

Irregular vacancies on the city youth council shall be filled as they occur, and regular vacancies shall be filled by appointment in May of each year.

Sec. 2-163. Meetings; records.

The city youth council shall hold at least one regular meeting per quarter, with option to meet more often as needed or desired. Public record of such meetings shall be kept by the office of the city clerk. All meetings shall be public under the Missouri Sunshine Law.

Sec. 2-164. Absences from meetings.

Absences from three consecutive regular meetings of the city youth council shall cause a member to be removed from their seat, unless such absence is excused by a majority vote of the board, with such excuse duly entered upon its minutes.

Sec. 2-165. Duties and responsibilities.

The city youth council shall have the duty and responsibility to:

(1) Evaluate and review problems facing youth in the city.

(2) Facilitate neighborhood meetings with youth to discuss problems, needs, and suggested improvements for our community.

(3) Meet regularly with the mayor and city council to share ideas and discuss issues, concerns, and needed improvements.

(4) Attend city council meetings and participate in vision and goal sessions.

(5) Present recommended improvements to the city council of public projects and programs.

(6) Assist in planning youth/recreation activities.

(7) Evaluate and advise the city council on issues forwarded to the city youth council for advice.

Secs 2-166--2-170. Reserved."

PASSED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, this _____ day of _____, 2019, by a vote of _____.

_____
Gary L. Shaw, Mayor

ATTEST:

_____
Barbara J. Gollhofer, City Clerk

APPROVED AS TO FORM:

_____
Peter C. Edwards, City Attorney

CITY OF JOPLIN
COUNCIL AGENDA ITEM

ITEM
Council Bill 2019-104 – authorizing the City of Joplin to enter into an agreement with Burns and McDonnell Engineering Company, Inc., to conduct a wastewater rate study

MEETING DATE
January 22, 2019

ORIGINATING DEPT
Public Works/Operations

ATTACHMENTS
CB2019-104 Ordinance; Rate Study Agreement; Exhibit A; Exhibit B

REVIEWED BY
Dept. Head: David Hertzberg; Director of Finance: Leslie Haase; City Attorney: Peter Edwards; City Manager: Sam Anselm

SUMMARY
This Council Bill approves an agreement authorizing the City of Joplin (COJ) to enter into an agreement with Burns and McDonnell Engineering Company, Inc., to conduct a wastewater rate study, in an amount not to exceed Fifty One Thousand Nine Hundred and 00/100 Dollars ($51,900.00) for the COJ Sewer system inside and outside the city limits, for the years of 2020 through 2024; authorizing the City Manager to execute the same by and on behalf of the City of Joplin; and containing an emergency clause.

BACKGROUND
The current sewer rates were established in a rate study conducted in 2013 and 2014 and became effective on January 1, 2015. Council Bill 2014-183 was authorized by the city to incorporate the City's current rate structure for the customers of Joplin. Those rates were set for a five-year period that will end December 31, 2019. This study will encompass the current debts owed by the city on bonds after borrowing money against the SRF (State Revolving Funds) for plant expansions and also for the city's 430 mile plus collection system for both treatment and maintenance of the system that is discharged in accordance with our NPDES permit issued by the State of Missouri.

In 2013 the COJ hired Burns and McDonnell (Council Bill 2013-234) to conduct a rate study analysis to determine what rates were needed to fund the city's wastewater treatment and maintenance programs. That study was completed and was the basis for the current rates. The COJ procurement policy was followed by using the On-Call Engineering selection process for the consultant. The cost is within industry standards.

FUNDING SOURCE
Wastewater Sewer Funds

RECOMMENDATION
Staff recommends adoption of this Council Bill on an Emergency basis, being an Ordinance dealing with improvement of a general appropriation, within the meaning of Section 2.12(1) of the Home Rule Charter of the City of Joplin, Missouri, and, as such, this Ordinance shall become effective immediately upon its passage.

CITY		ENGINEER	
CITY OF JOPLIN **602 S. MAIN STREET** **JOPLIN, MO 64801**		Name: Burns & McDonnell Engineering Company, Inc. Address: 9400 Ward Parkway, Kansas City, Mo 64114	
Attention: Mr. Lynden Lawson Assistant Director of Public Works for Operations		Attention: Mr. David Naumann Project Manager	
Department: Public Works		Phone: 816-822-4207	Fax: 816-822-3027
Phone: 417-624-0820 x560	Fax:		

WORK AUTHORIZATION NUMBER BMC-OC-19-001
TO AGREEMENT FOR PROFESSIONAL ENGINEERING CONSULTING SERVICES

City and Engineer agree to amend their Agreement for Professional Engineering Consulting Services to include a scope of work and fees for engineering services, by adding the following terms to their Agreement.

1. **Services**. The City agrees to engage the services of the Engineer and the Engineer agrees to perform the services hereinafter set forth in connection with projects described in ***Exhibit A***.

2. **Addition to Services**. The City may add to the Engineer services or delete therefrom activities of a similar nature to those set forth in ***Exhibit A***, provided that the total cost of such work does not exceed the total cost allowance as specified in Paragraph 5 hereof. The Engineer shall undertake such changed activities only upon the direction of the City. All such directives and changes shall be in written form and prepared and approved by the City and shall be accepted and countersigned by the Engineer.

3. **Term**. The services of the Engineer shall commence as soon as practicable after the execution of this contract, unless otherwise directed in writing, and shall be undertaken and completed in such sequence as to assure their expeditious completion in the light of the purposes of the contract, but in any event, all of the services required hereunder shall be completed as set forth in the schedule for the project which is attached hereto as ***Exhibit A***.

4. **Costs not to Exceed**. The City of Joplin is limited by law with respect to the amount of money it can pay. Therefore, the City has established a fixed sum for this contract, which cannot be exceeded unless this contract is amended. The Engineer providing services hereunder shall be required to keep track of the amount of hours billable under this contract at all times; and any work in excess of the fixed sum shall not be eligible for payment. The Engineer shall notify the City if Engineer anticipates that the contract amount may be exceeded, in order to determine whether or not the City is prepared to increase the total compensation. The Engineer shall establish a billing system showing the amount of money remaining on the contract, which shall be shown in each monthly billing.

5. **Payment**.

a. **Conditioned upon acceptable performance**. The City agrees to pay the Engineer in accordance with the terms set forth in ***Exhibit A***, which shall constitute complete compensation for all services to be rendered under this contract; provided, that where payments are to be made periodically to Engineer for services rendered under this contract, the City expressly reserves the right to disapprove in whole or in part a request for payment where the services rendered during the period for which payment is claimed are not performed in a timely and satisfactory manner in accordance with the schedule and description of services set forth in ***Exhibit A***.

b. **Total compensation not to exceed**. It is expressly understood that in no event will the total compensation and reimbursement to be paid to the Engineer under the terms of this work Authorization Number BMC-OC-19-001 exceed the sum of Fifty-One Thousand Nine Hundred Dollars ($51,900).

6. **Insurance**. Without limiting any of the other obligations or liabilities of the Engineer, the Engineer shall secure and maintain at its own cost and expense, throughout the duration of this Contract and until the work is completed and accepted by the City of Joplin, insurance of such types and in such amounts as may be necessary to protect it and the interests of the City of Joplin

against all hazards or risks of loss as hereunder specified or which may arise out of the performance of the Contract Documents. The form and limits of such insurance, together with the underwriter thereof in each case, are subject to approval by the City of Joplin. Regardless of such approval, it shall be the responsibility of the Engineer to maintain adequate insurance coverage at all times during the term of the Contract. Failure of the Engineer to maintain coverage shall not relieve it of any contractual responsibility or obligation or liability under the Contract Documents.

The certificates of insurance, including evidence of the required endorsements hereunder or the policies, shall be filed with the City at the time that this contract is signed by the Engineer. All insurance policies shall provide thirty (30) days written notice to be given by the insurance company in question prior to modification or cancellation of such insurance. Such notices shall be mailed, certified mail, return receipt requested, to:

City of Joplin - Public Works, 602 S. Main, Joplin, MO 64801; and

Such policies shall name the City as an additional insured with limits of liability not less than the sovereign immunity limits for Missouri public entities calculated by the Missouri Department of Insurance as of January 1 each calendar year and published annually in the Missouri Register pursuant to Section 537.610, RSMo.
(See, http://insurance.mo.gov/industry/sovimmunity.php).

As of January 1, 2019, the minimum coverage for the insurance referred to herein shall be as set out below:

a. Workers' Compensation....Statutory coverage per RSMo 287.010 et seq.
Employer's Liability..... $1,000,000.00

b. Commercial General Liability Insurance, including coverage for Contractual Liability and Independent Contractors Liability. Such coverage shall apply to bodily injury and property damage on an "Occurrence Form Basis" with limits of at Two Million Eight Hundred Sixty-Five Thousand Three Hundred Thirty and no/100 Dollars ($2,865,330.00) for all claims arising out of a single accident or occurrence and at least Four Hundred Twenty Nine Thousand Seven Hundred Ninety-Nine and no/100 Dollars ($429,799.00) with respect to injuries and/or death of any one person in a single occurrence and an amount not less than at least $1,000,000 for all claims to property arising out of a single occurrence and at least $100,000 to any one owner with respect to damages to property. Engineer agrees that the proceeds of such insurance policy shall first be used to pay any award, damages, costs, and/or attorneys' fees incurred by or assessed against City, its employees, officers and agents, before payment of any award, damages, costs or attorneys fees of Engineer, its employees, officers or agents. Engineer agrees to cause its insurer to name City as an additional insured on such insurance policy, including the City as an additional insured for coverage under its products-completed operations hazard, and said policy shall be primary and noncontributory.

c. Automobile Liability Insurance covering bodily injury and property damage for owned, non-owned and hired vehicles, with limits of at least Two Million Eight Hundred Sixty-Five Thousand Three Hundred Thirty and no/100 Dollars ($2,865,330.00) for all claims arising out of a single accident or occurrence and at least Four Hundred Twenty Nine Thousand Seven Hundred Ninety-Nine and no/100 Dollars ($429,799.00) with respect to injuries and/or death of any one person in a single accident or occurrence.

d. Errors and Omissions Insurance. The Engineer shall maintain a professional liability insurance policy in the amount of $1,000,000.00. This policy shall remain in full force and effect for a period of one year after completion and acceptance by the City of the construction of the project.

e. Subcontracts. In case any or all of this work is sublet, the Engineer shall require the subcontractor to procure and maintain all insurance required in subparagraphs (A), (B) and (C) hereof and in like amounts. Engineer shall require any and all subcontractors with whom it enters into a contract to perform work on this project to protect the City of Joplin through insurance against applicable hazards or risks and shall, upon request of the City, provide evidence of such insurance.

f. Notice. The Engineer and/or subcontractor shall furnish the City prior to beginning the work satisfactory proof of carriage of all the insurance required by this contract, with the provision that policies shall not be canceled, modified or non-renewed without thirty (30) days written notice to the City of Joplin.

g. Legislative or Judicial Changes. In the event the scope or extent of the City's tort liability as a governmental entity as described in Section 537.600 through 537.650 RSMo is broadened or increased during the term of this agreement by legislative or judicial action, the City may require Engineer, upon 10 days written notice, to execute a contract addendum whereby the Engineer agrees to provide, at a price not exceeding Engineer's actual increased premium cost, additional liability insurance coverage as the City may require to protect the City from increased tort liability exposure as the result of such legislative or judicial action. Any such

additional insurance coverage shall be evidenced by an appropriate certificate of insurance and shall take effect within the time set forth in the addendum.

7. All other terms and conditions of the original Agreement shall remain in effect.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day and year herein stated.

REVIEWED FOR APPROVAL

_____
Name & Title of Staff Project Manager

CERTIFICATE OF DIRECTOR OF FINANCE

I certify that the expenditure contemplated by this document is within the purpose of the appropriation to which it is to be charged and that there is an unencumbered balance of appropriated and available funds to pay therefore.

_____
Leslie Haase, Director of Finance

APPROVED AS TO FORM

_____
Peter Edwards, City Attorney

Engineer: _____

By: _____

Printed Name: _____

Title: _____

Date: _____

CITY OF JOPLIN, MISSOURI

By: _____
David Hertzberg, P.E.
Public Works Director

Date: _____

EXHIBIT A - WORK PLAN

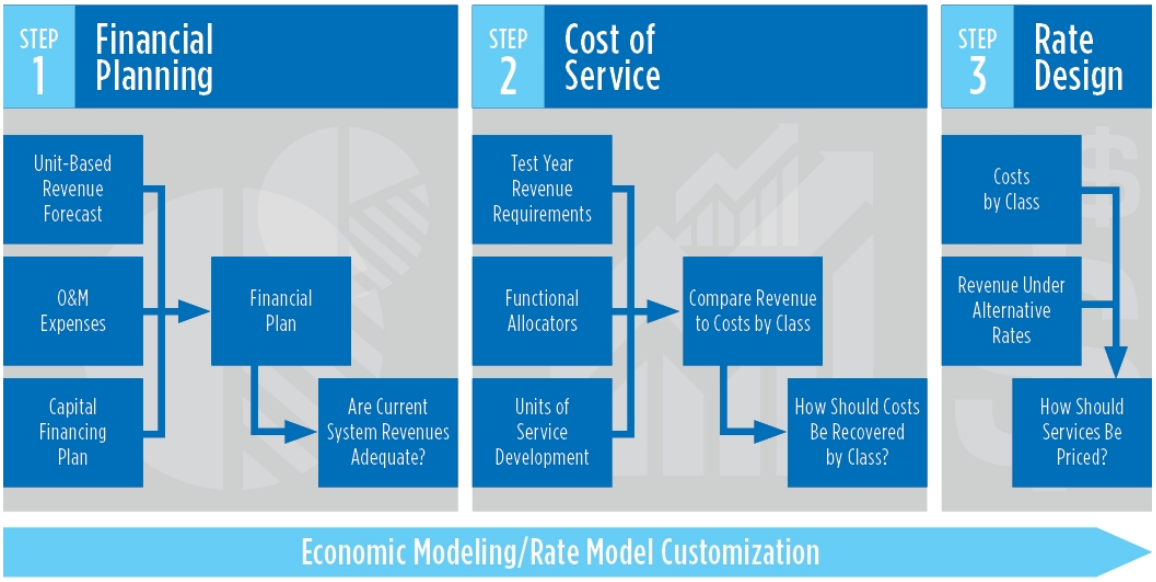
Burns & McDonnell proposes to provide the professional consulting services required by the City of Joplin, Missouri (the City) to conduct a comprehensive financial planning, cost of service and rate design study for the City's wastewater utility. The proposed scope of work described herein is based substantially on the most recent study completed in 2014.

The primary objective of the study is to provide the City with recommended sewer charges that will support the financial viability of the system and provide appropriate debt service coverage. Proposed rates will be designed to provide the system with sufficient revenues to meet capital and operating costs over a 5-year study period.

OUR APPROACH TO MUNICIPAL RATE STUDIES

At its most basic level, Burns & McDonnell's rate studies are designed to create a financial roadmap to prudently plan for funding requirements, to defensibly and equitably recover costs, and to implement rate adjustments that achieved utility policy goals and objectives.

Our approach to executing utility rate studies is grounded in the principles established by both the American Water Works Association (AWWA*) M1 Rate Manual*, and the Water Environment Federation (WEF) *Financing and Charges for Wastewater Systems*. The three-step approach we follow to complete utility rate studies aligns with industry standards and is depicted below. Our proposed project team has applied this approach in essentially all comprehensive financial planning, cost of service and rate studies we conduct.



- **Step 1: Financial Planning provides an indication of the adequacy of the revenue generated by current rates.** The results of the financial forecast analysis will answer the questions "Are the existing rates adequate?" and "If not, what level of overall revenue adjustment is needed?"

EXHIBIT A - WORK PLAN

(continued)

- Step 2: Cost of Service focuses on assigning cost responsibility to customer classes. Each customer class is allocated an appropriate share of the overall system costs based on the level of service provided. The net revenue requirements (costs to be recovered from rates) identified in Step 1 are allocated to customers in accordance with industry standards and principles and system characteristics.

- Step 3: Rate Design provides for the required revenue recovery. Once the overall level of revenue required is identified and customer class responsibility for that level of revenue is determined, schedules of rates for each rate class are developed that will generate revenues accordingly.

The remainder of this section provides the proposed scope of services.

PROPOSED WORK PLAN

Task 1 - Initiate Project

The objective of Task 1 is to initiate the Study, collecting pertinent data and collaborating with the City to confirm consensus understanding of issues, milestones, communication strategies, and other matters.

An initial data request may be found at the end of this section to identify the information desired to start the study. Requested data is intended to address relevant current financial and operating information including billing summaries, most recently approved budgets, capital improvement plans, covenants associated with existing debt, formal financial policies or goals, fixed asset data, system operating information, and annual financial reports. The request for data is designed to be comprehensive; however, additional information may be requested as the project proceeds.

Task 1.1 - Conduct Project Kick-off Meetings

Burns & McDonnell will initiate the project by conducting a project kick-off meeting at the City's offices. This meeting will provide the opportunity for Burns & McDonnell to meet with key utility staff and gain further understanding of the wastewater utility system. It will also allow Burns & McDonnell and the City to discuss the project approach, the various issues to be addressed, and the initial data and information requested. During the meeting, we will work with the City to finalize the study goals, objectives, and timeline that will result in completion of all tasks and deliverables in accordance with the City's needs.

Task 1 Deliverables and Meetings:

- Deliverables: Initial data request
- Formal Meeting: Project meeting at the City's offices

Task 2 - Financial Plan Development

The objective of Task 2 is to develop a five-year financial plan that adequately funds the operating and capital requirements, complies with financial management policies, and provides a defensible and implementable plan for the utility to move forward.

Burns & McDonnell will develop the five-year financial forecast of the wastewater utility operating results. This will

EXHIBIT A - WORK PLAN

(continued)

determine whether revenues under current rates can be expected to provide adequate funding for future utility operating and capital costs. The results of this financial forecast will be utilized to define the target annual revenue requirements for the wastewater services.

Task 2.1 -Prepare Revenue Forecast

Projected annual utility service revenues under existing and planned user charges and rates will be developed. Burns & McDonnell will review historical growth in the number of customers by class and then forecast the annual number of customers for each utility rate class for each year of the forecast period.

Burns & McDonnell will assess trends in billable flow per account for each customer class. Based on the volume analysis and other available information, Burns & McDonnell will estimate the future billable flow per customer for each rate class. The estimates of the annual number of customers and the annual billable flow per customer will provide the basis for forecasting annual billed volumes over the study period. The existing schedules of wastewater rates will be applied to the projected billable flow and the estimated numbers of customers to develop forecasted annual wastewater revenues under existing rates for the forecast period.

Burns & McDonnell will also develop projections of revenues from other existing sources, which may include interest income, penalties, tap fees and other miscellaneous income sources.

Task 2.2 - Project Capital Flow of Funds

Burns & McDonnell will review the capital improvement plan (CIP) and develop a capital planning flow of funds. This plan will acknowledge anticipated sources and uses of capital funds to implement the CIP. Funding sources may include issuance of proposed bonds, loans, connection fees, existing balances, and other sources as applicable. Uses of funds will include the CIP, cost of debt as applicable, and other costs as identified through consultation with the City.

Task 2.3 - Project Operating Revenue Requirements

Projections of annual system operation and maintenance expenses will be developed based on variables that may include projected billed volumes, historical expense levels, existing budgets, inflation estimates, and the input of City staff regarding any planned changes to the operation and maintenance of the utility system.

Annual debt service requirements on any outstanding debt will be included in the operating forecast. To the extent additional financing of expected capital improvements is indicated to be required in Task 2.2, estimates of new debt service requirements will also be incorporated in the forecast. In addition, the impacts of any financial performance requirements or targets, i.e. debt service coverage requirement, reserve levels, target operating ratio, etc., whether imposed internally or externally, will be considered.

Projections of any other wastewater system cash expenditures not included in any of the above categories will also be captured in the financial forecast. Such expenditures often include transfers or routine capital expenditures.

Task 2.4 - Review and Finalize Operating Cash Flows

Burns & McDonnell will summarize the annual forecasts of the wastewater utility revenues from Task 2.1, as well as the projected operating requirements from Task 2.3 in the form of pro-forma cash flow analyses for the sewer utility. This analysis will identify any annual operating surplus or deficit anticipated during the study period. The total projected annual surplus or deficit will provide an indication of whether the existing rates will generate sufficient revenues to cover the utility's costs for each year of the forecast period and whether an overall revenue adjustment is necessary.

EXHIBIT A - WORK PLAN

(continued)

Burns & McDonnell will review the preliminary forecast results with the City at a meeting at the City offices. During this meeting, Burns & McDonnell will review assumptions and results for each component of the cash flow forecast. Following the meeting, the forecast will be updated to reflect applicable feedback received by the City.

Task 2 Deliverables and Meetings:

- Deliverables: Five-Year Wastewater Operating & Capital Funding Plans
- Formal Meeting: Meeting at City Offices to Review and Finalize Cash Flow

Task 3 -Cost of Service Analysis

The objective of Task 3 is to determine the cost of service based on the revenue requirements developed in Task 2, and to subsequently determine each customer class' responsibility in recovering that cost of service.

The information contained in the financial forecasts developed in Task 2 will be used to determine the corresponding annual revenue requirements. Burns & McDonnell will create a cost of service analysis that will equitably allocate the overall revenue requirements to customer classes utilizing the cash basis. An examination of wastewater treatment costs for allocation to the extra strength components of BOD and suspended solids will be conducted. The development of the allocated class cost of service will be consistent with industry standards as promulgated by WEF.

Task 3.1 - Determine Utility Cost Assignments

Burns & McDonnell will functionalize and assign each category of the wastewater system's costs to applicable utility functions. Functions for the wastewater system may include flow, strength, customer accounts, etc.

Task 3.2 - Allocate Functional Costs to Classes

Service requirements for each customer class will be estimated for each of the utility cost functions. Unit costs will be applied to each customer class units to assign costs from Task 3.1 to customer classes in accordance with the service provided.

Task 3.3 - Review Cost of Service Results

Burns & McDonnell will prepare a comparison of the allocated cost of service results with the projections of revenues under existing rates by class to identify the degree to which existing rates create inequities in the recovery of costs among the rate classes

Task 3.4 - Review Cost of Service Results

Burns & McDonnell will review the cost of service results with the City to discuss appropriate rate strategies and methodologies before proceeding with the rate evaluation and design.

Task 3 Deliverables and Meetings:

- Deliverables: Cost of service allocations to customer classes
- Formal Meeting: Conference call to discuss cost of service results

Task 4 - Proposed Rate Development

The objective of Task 4 is to develop proposed rates that meet the needs and objectives of the utility.

Burns & McDonnell will assess the existing rate structure for its performance, overall equity, and ability to meet City objectives for future wastewater rates. Burns & McDonnell will take into consideration alternative rate structures from our experience with other sewer utilities. Where appropriate, recommendations will be offered for modifications to the existing rate structure to improve the alignment with City goals and objectives.

EXHIBIT A - WORK PLAN

(continued)

Burns & McDonnell will provide a proposed rate for industrial pretreatment services based on the labor and other expenses incurred by the City to provide its pretreatment program.

Burns & McDonnell will prepare a comparison of typical bills under both the existing and the proposed rates for each customer class. Additionally, a comparison of typical residential bills will be provided with up to seven other utilities. Comparison utilities will be determined in consultation with the City

Task 4 Deliverables and Meetings:

- Deliverables: Proposed sewer user charge rates
  Proposed pretreatment program fees
  Typical bill comparison
- Formal Meeting: Conference call to review draft and final proposed rates

Task 5 - Deliver Study Results

Burns & McDonnell will summarize the study results in a preliminary report for review by City staff. Two hard copies of the draft report will be provided. The report will include recommendations, to be followed by a description of the analysis completed and identification of the key inputs, assumptions, methodology, and results of the study. The draft report will present the financial forecasts, cost-of-service analyses, and rate designs in tabular form.

Burns & McDonnell will discuss the results of the study in a conference call with City staff. Based upon comments and input from the City, Burns & McDonnell will revise the final report, as appropriate, and will provide ten copies of the final report to the City. An electronic copy of the report will also be provided in Adobe PDF format.

Following the finalization of the study report, Burns & McDonnell will participate in a presentation of the study results to the City Council to explain the details of the report, to answer questions, and to discuss Burns & McDonnell recommendations. Burns & McDonnell will also support the City by attending one public open house to address questions.

Task 5 Deliverables and Meetings:

- Deliverables: Draft & final reports, two and ten hard copies respectively
  Adobe PDF copy of the final reports
- Formal Meeting: Conference call to discuss reports
  One Public Work Session with City Council
  One Public Open House

EXHIBIT A - WORK PLAN

(continued)

INITIAL DATA REQUEST

Listed below are the key data sets anticipated for the wastewater financial planning, cost of service and rate study.

While this list is intended to be comprehensive, during the conduct of the study, it is possible that additional data may be requested. Information available in electronic format is preferred over hard copy. If information is obtainable from the City's website, a link directing the project team to that data is acceptable.

Financial Reports

1. Audited financial statements for the last 3 years
2. Year-to-date financial statements as may be available
3. Detailed operation and maintenance expenses for the last 3 years
4. A summary of historical revenues for the last 3 years, including user charges, interest income, miscellaneous fees, and other revenues as appropriate
5. Most recent annual budget and any operating budget projections available
6. Existing debt and loan payment schedules
7. Official Statement for most recent bond issue, if applicable
8. The most recent 5-year capital improvement plan
9. Beginning operating and capital fund balances at the start of the most recent fiscal year
10. A spreadsheet or report of itemized fixed assets including account number, description, original cost, accumulated depreciation, annual depreciation, and net book value. The total values should tie to values included in the most recently audited financial statements.
11. Basis for determination of transfers to General Fund, if applicable
12. Financial policies or targets such as debt service coverage ratios, reserve balances, etc as applicable

Billing and Rate Information

13. Current rate schedules
14. A summary of customer accounts, billed wastewater volumes, and revenues by class and meter size for the last three years
15. Three years of monthly billing history for excess strength / monitored customers, including billed volume and strength quantities and related revenues
16. Any special rate/service contracts terms and conditions, as applicable

Operating Reports

17. Average monthly flow treated at the wastewater treatment plant(s) over the last three years, and average monthly strength loadings (mg/l BOD and SS) of the influent wastewater
18. Any estimates of historical infiltration/inflow amounts as may be available
19. Amount of wastewater utility resources (labor, equipment, etc) involved in industrial monitoring or high strength management

EXHIBIT A - WORK PLAN

(continued)

PROJECT SCHEDULE

The schedule on the following page illustrates the timing of tasks as described in our proposed Work Plan. This schedule assumes a start date in February 2019.



EXHIBIT B - COMPENSATION

PROPOSED LEVEL OF EFFORT AND FEE

Burns & McDonnell proposes to provide professional consulting services to execute the Wastewater Rate Design Study. Based on the scope of services in our proposal, we propose to perform such services for an estimated fee of $51,900. This estimate includes two meetings on City premises for project initiation and review of deliverables, a draft and final report of results, and a presentation of results to City Council. Fees for services are based on time and expenses associated with services provided.

Burns & McDonnell anticipates billing the City on a monthly basis for the fees and expenses incurred for the study. A statement will be provided with each monthly invoice indicating the work that was completed and covered by the charges on the corresponding invoice. Any additional work requested by the City beyond that outlined in the scope of services and completed by Burns & McDonnell personnel will be billed on an hourly fee plus expense basis. Prior to initiating any additional tasks, a mutually agreeable scope and level of effort for additional work will be determined.

A breakdown of the estimated costs is shown in the table below. This estimate includes direct expenses including travel, printing, and all other directly related costs.

Joplin, Missouri
Wastewater Rate Study

	Task 1 - Initiate Project	Task 2 - Financial Plan Development	Task 3 - Cost of Service Analysis	Task 4 - Proposed Rate Development	Task 5 - Deliver Study Results	Estimated Total Hours	Total Labor & Expense	Hourly Rate
Consultant								
Ted Kelly		1	1	1	1	4	$ 948	237
Dave Naumann	8	32	26	8	20	94	$ 21,432	228
Sara Stafford		28	20	16	8	72	$ 15,192	211
Alex Craven		44	32	20	16	112	$ 13,216	118
Total Labor (1)	8	105	79	45	45	282	$ 50,788	
Expenses $ (2)							$ 1,112	
Total Project Fees (3)	$ 1,824	$ 18,633	$ 14,161	$ 7,797	$ 8,373		**$ 51,900**	

(1) Includes labor fee at standard hourly billing rates.
(2) Expenses include travel, printing and other directly related project costs.

COUNCIL BILL NO. 2019-104 **ORDINANCE NO.**

AN ORDINANCE authorizing the City of Joplin to enter into an agreement with Burns and McDonnell Engineering Company, Inc., to conduct a wastewater rate study, in an amount not to exceed Fifty One Thousand Nine Hundred and 00/100 Dollars ($51,900.00) for the City of Joplin Sewer system inside and outside the city limits, for the years of 2020 through 2024; authorizing the City Manager to execute the same by and on behalf of the City of Joplin; and containing an emergency clause.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, as follows:

Section 1. That the agreement by and between the City of Joplin and Burns and McDonnell Engineering Company. Inc., for the purpose of conducting a wastewater rate study, in an amount not to exceed Fifty One Thousand Nine Hundred and 00/100 Dollars ($51,900.00), a true and accurate copy of said agreement being attached hereto and incorporated and the same is hereby approved.

Section 2. That the City Manager of the City of Joplin, Missouri, or his designee, is hereby authorized and directed to execute said agreement, or agreement in substantially similar form, by and on behalf of the City of Joplin.

Section 3. That upon the final approval and acceptance of the consultant's work under said contract, in substantial conformance with the attached exhibits, in writing by the Director of Public Works, and his certification to that effect to the Director of Finance, the consultant shall be paid out of the Wastewater Sewer Fund.

Section 4. That the City of Joplin declares that this ordinance relating to a public improvement is an emergency within the meaning of Section 2.12(1) of the HOME RULE CHARTER of the City of Joplin, Missouri and the Council hereby declares that this ordinance shall be in full force and effect from and after its passage. Specifically, this council bill needs to be approved in order to allow construction to be completed within funding time limitations.

PASSED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, this _____ day of _____, 2019, by a _____ vote.

_____
Gary L. Shaw, Mayor

ATTEST:

_____
Barbara J. Gollhofer, City Clerk

APPROVED AS TO FORM

_____
Peter C. Edwards, City Attorney

Council Bill 2019-104

I hereby certify that a sufficient amount is available in Wastewater Sewer Fund to pay the amounts called for on the basis of the negotiated fee.

_____

Leslie Haase, Director of Finance

CITY OF JOPLIN
COUNCIL AGENDA ITEM

ITEM
Council Bill 2019-105 – authorizing the acceptance of an agreement by and between the City of Joplin and Capital Paving & Construction, LLC., for the Reconstruction of Taxiway D at the Joplin Regional Airport; and containing an emergency clause.

MEETING DATE
January 22, 2019

ORIGINATING DEPT
Public Works/Airport

ATTACHMENTS
CB2019-105 Ordinance; Contract Agreement, Bid Tab, Pavement Slide

REVIEWED BY
Dept. Head: David Hertzberg; Director of Finance: Leslie Haase; City Attorney: Peter Edwards; City Manager: Sam Anselm

SUMMARY
This Council Bill is an agreement by and between the City of Joplin and Capital Paving & Construction, LLC., for Construction Services not to exceed the amount of seven million four hundred thirty-four thousand dollars and eighty-five cents ($7,434,000.85) for the Reconstruction of Taxiway D at the Joplin Regional Airport.

BACKGROUND
The engineering firm of Crawford, Murphy & Tilly, Inc. amended the Pavement Management Plan to document the impact that the commercial airline equipment upgrade (heavier aircraft) is having on the existing pavement. The results of this up-gage in aircraft reflected a significant deterioration in the pavement structure for Taxiway D. Bids for this project were taken in August of 2018 and Capital Paving was certified as lowest and best bid by the FAA. The FAA issued us a Grant and it was accepted by Council on September 24, 2018 for the reconstruction project.

FUNDING SOURCE
The FAA issued a Supplemental Appropriation Funding Airport Improvement Grant (AIP No. 3-29-0037-041-2018) for the project. The Grant amount is based on the Federal share of the projected final project cost which includes the construction and inspections fees. The cost for this project will be paid from this Federal Grant based on a 95/5 Federal/Local share. The Federal Share will be $ 7,062,300.81 and the Local Share will be $ 371,700.04 which is included in the fiscal year 2019 budget in the Airport Fund.

RECOMMENDATION
Staff recommends adoption of this Council Bill on an Emergency basis, being an Ordinance dealing with a general appropriation, within the meaning of Section 2.12(6) of the Home Rule Charter of the City of Joplin, Missouri, and, as such, this Ordinance shall become effective immediately upon its passage.

COUNCIL BILL NO. 2019-105 **ORDINANCE NO.**

AN ORDINANCE authorizing the acceptance of an agreement by and between the City of Joplin and Capital Paving & Construction, LLC., for the Reconstruction of Taxiway D at the Joplin Regional Airport; and containing an emergency clause.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, as follows:

Section 1. That an agreement by and between the City of Joplin and Capital Paving & Construction, LLC., for Construction Services not to exceed the amount of seven million four hundred thirty-four thousand dollars and eighty-five cents ($7,434,000.85) for the construction observation of the Reconstruction of Taxiway D at the Joplin Regional Airport a true and accurate copy of said agreement being attached hereto and incorporated herein, is herby approved.

Section 2. That the City Manager or his Designee is hereby authorized and directed to execute said Agreement by and on behalf of the City of Joplin, Missouri.

Section 3. That the City of Joplin declares that this ordinance relating to public improvement is an emergency within the meaning of Section 2.12(6) of the HOME RULE CHARTER of the City of Joplin, Missouri and the Council herby declares that this ordinance shall be in full force and effect from and after passage. Specifically, this council bill needs to be approved in order to allow construction to be completed within funding time limitations.

PASSED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, this _____ day of _____, 2019, by a _____ vote.

_____
Gary L. Shaw, Mayor

ATTEST:

_____
Barbara J. Gollhoffer, City Clerk

APPROVED AS TO FORM:

_____
Peter C. Edwards, City Attorney

I hereby certify that a sufficient amount is available in the Airport Fund to pay the amounts called for on the basis of the bids received by the City of Joplin.

_____
Leslie Haase, Director of Finance

FORM OF
CONTRACT AGREEMENT

City OF Joplin, MO
AIP Project No. **3-29-0037-040**

THIS AGREEMENT, made as of this 24 day of October, 2018, is

BY AND BETWEEN

the OWNER: Name: **CITY OF JOPLIN, MO**

Address: **602 SOUTH MAIN STREET, 4th FLOOR**

City/State/Zip Code: **JOPLIN, MO 64801**

And the CONTRACTOR: Name: **CAPITAL PAVING & CONSTRUCTION, LLC.**

Address: **190 NORTHWEST 251 ROAD**

City/State/Zip Code: **CLINTON, MISSOURI 64735**

WITNESSETH:

WHEREAS it is the intent of the Owner to make improvements at **Joplin Regional Airport** generally described as follows;

RECONSTRUCTION OF TAXIWAY D NORTH OF THE GENERAL AVIATION APRON;

RECONSTRUCTION OF TAXIWAYS D2, D3 AND D4

hereinafter referred to as the Project.

NOW THEREFORE in consideration of the mutual covenants hereinafter set forth, OWNER and CONTRACTOR agree as follows:

Article 1 – Work
It is hereby mutually agreed that for and in consideration of the payments as provided for herein to the CONTRACTOR by the OWNER, CONTRACTOR shall faithfully furnish all necessary labor, equipment, and material and shall fully perform all necessary work to complete the Project in strict accordance with this Contract Agreement and the Contract Documents.

Article 2 – Contract Documents
CONTRACTOR agrees that the Contract Documents consist of the following: this Agreement, General Provisions, Supplementary Provisions, Specifications, Drawings, all issued addenda, Notice-to-Bidders, Instructions-to-Bidders, Proposal and associated attachments, Performance Bond, Payment Bond, Wage Rate Determination, Insurance certificates, documents incorporated by reference, documents incorporated by attachment, and all OWNER authorized change orders issued subsequent to the date of this agreement. All documents comprising the Contract Documents are complementary to one another and together establish the complete terms, conditions and obligations of the CONTRACTOR. All said Contract Documents are incorporated by reference into the Contract Agreement as if fully rewritten herein or attached thereto.

Article 3 – Contract Price
In consideration of the faithful performance and completion of the Work by the CONTRACTOR in accordance with the Contract Documents, OWNER shall pay the CONTRACTOR an amount equal to:

$Seven Million, Four Hundred Thirty-Four Thousand dollars and 85 cents ($ 7,434,000.85)
(Amount in Written Words) (Amount in Numerals)

subject to the following;

a. Said amount is based on the schedule of prices and estimated quantities stated in CONTRACTOR'S Bid Proposal, which is attached to and made a part of this Agreement;

b. Said amount is the aggregate sum of the result of the CONTRACTOR'S stated unit prices multiplied by the associated estimated quantities;

c. CONTRACTOR and OWNER agree that said estimated quantities are not guaranteed and that the determination of actual quantities is to be made by the OWNER'S ENGINEER;

d. Said amount is subject to modification for additions and deductions as provided for within the Contract General Provisions.

Article 4 – Payment
Upon the completion of the work and its acceptance by the OWNER, all sums due the CONTRACTOR by reason of faithful performance of the work, taking into consideration additions to or deductions from the Contract price by reason of alterations or modifications of the original Contract or by reason of "Extra Work" authorized under this Contract, will be paid to the CONTRACTOR by the OWNER after said completion and acceptance.

The acceptance of final payment by the CONTRACTOR shall be considered as a release in full of all claims against the OWNER, arising out of, or by reason of, the work completed and materials furnished under this Contract.

OWNER shall make progress payments to the CONTRACTOR in accordance with the terms set forth in the General Provisions. Progress payments shall be based on estimates prepared by the ENGINEER for the value of work performed and materials completed in place in accordance with the Contract Drawings and Specifications.
Progress payments are subject to retainage requirements as set forth in the General Provisions.

Article 5 – Contract Time
The CONTRACTOR agrees to commence work within ten (10) calendar days of the date specified in the OWNER'S Notice-to-Proceed. CONTRACTOR further agrees to complete said work within **one hundred and fifty (150) calendar days** of the commencement date stated within the Notice-to-Proceed.

It is expressly understood and agreed that the stated Contract Time is reasonable for the completion of the Work, taking all factors into consideration. Furthermore, extensions of the Contract Time may only be permitted by execution of a formal modification to this Contract Agreement in accordance with the General Provisions and as approved by the OWNER.

Article 6 – Liquidated Damages
The CONTRACTOR and OWNER understand and agree that time is of essence for completion of the Work and that the OWNER will suffer additional expense and financial loss if said Work is not completed within the authorized Contract Time. Furthermore, the CONTRACTOR and OWNER recognize and understand the difficulty, delay, and expense in establishing the exact amount of actual financial loss and additional expense. Accordingly, in place of requiring such proof, the CONTRACTOR expressly agrees to pay the OWNER as liquidated damages the non-penal sum of **$3,000.00** per day for each calendar day required in excess of the authorized Contract Time.

Furthermore, the CONTRACTOR understands and agrees that;

a. the OWNER has the right to deduct from any moneys due the CONTRACTOR, the amount of said liquidated damages;

b. the OWNER has the right to recover the amount of said liquidated damages from the CONTRACTOR, SURETY or both.

Article 7 – CONTRACTOR'S Representations
The CONTRACTOR understands and agrees that all representations made by the CONTRACTOR within the Proposal Form shall apply under this Agreement as if fully rewritten herein.

Article 8 – CONTRACTOR'S Certifications
The CONTRACTOR understands and agrees that all certifications made by the CONTRACTOR within the Proposal shall apply under this Agreement as if fully rewritten herein. The CONTRACTOR further certifies the following;

a. **Certification of Eligibility (29 CFR Part 5.5)**
   i. By Entering into this contract, the CONTRACTOR certifies that neither he or she nor any person or firm who has an interest in the CONTRACTOR'S firm is a person or firm ineligible to be awarded Government contracts by virtue of Section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1);

   ii. No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of Section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1);

   iii. The penalty for making false statements is prescribed in the U.S. Criminal Code 18 U.S.C.

b. **Certification of Non-Segregated Facilities (41 CFR Part 60-1.8)**
   The federally-assisted construction CONTRACTOR certifies that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments and that it does not and will not permit its employees to perform their services at any location under its control where segregated facilities are maintained. The Bidder agrees that a breach of this certification is a violation of the Equal Opportunity Clause in this contract.

As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees that are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, sex, or national origin because of written or oral policies or employee custom. The term does not include separate or single-user restrooms or necessary dressing or sleeping areas provided to assure privacy between the sexes. The Bidder agrees that (except where it has obtained identical certifications from proposed subcontractors for specific time periods) it will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity Clause and that it will retain such certifications in its files.

Article 9 – Miscellaneous

a. CONTRACTOR understands that it shall be solely responsible for the means, methods, techniques, sequences and procedures of construction in connection with completion of the Work;

b. CONTRACTOR understands and agrees that it shall not accomplish any work or furnish any materials that are not covered or authorized by the Contract Documents unless authorized in writing by the OWNER or ENGINEER;

c. The rights of each party under this Agreement shall not be assigned or transferred to any other person, entity, firm or corporation without prior written consent of both parties;

d. OWNER and CONTRACTOR each bind itself, their partners, successors, assigns and legal representatives to the other party in respect to all covenants, agreements, and obligations contained in the Contract Documents.

Article 10 – OWNER'S Representative
The OWNER'S Representative, herein referred to as ENGINEER, is defined as follows:

Crawford, Murphy & Tilly, Inc.
One Memorial Drive
Gateway Tower, Suite 500
St. Louis, MO 63102

Said ENGINEER will act as the OWNER'S representative and shall assume all rights and authority assigned to the ENGINEER as stated within the Contract Documents in connection with the completion of the Project Work.

IN WITNESS WHEREOF, OWNER and CONTRACTOR have executed five (5) copies of this Agreement on the day and year first noted herein.

OWNER

Name: CITY OF JOPLIN, MISSOURI

Address: 602 SOUTH MAIN STREET

JOPLIN, MISSOURI 64801

By: _____
Signature

_____
Title of Representative

ATTEST:

By: _____
Signature

_____
Title

CONTRACTOR

Name: CAPITAL PAVING & CONSTRUCTION, LLC.

Address: 190 NORTHWEST 251 ROAD

CLINTON, MISSOURI 64735

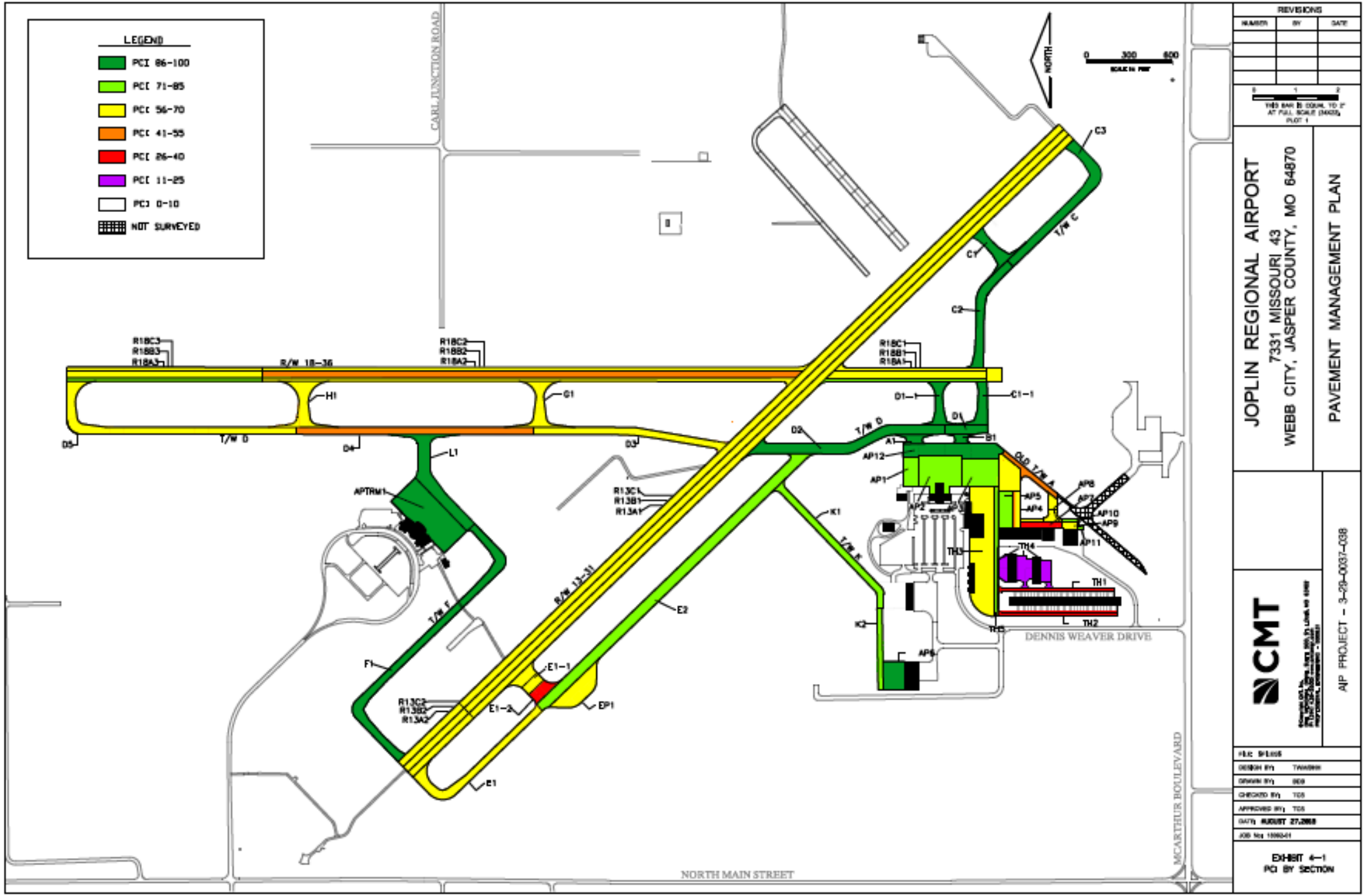
By: _____
Signature

Chief Operating Officer
Title of Representative

ATTEST

By: Shelly Sand
Signature

Contract Admin
Title



REVISIONS

NUMBER	BY	DATE

THIS BAR IS EQUAL TO 2" AT FULL SCALE (24X36) PLOT 1

JOPLIN REGIONAL AIRPORT

7331 MISSOURI 43
WEBB CITY, JASPER COUNTY, MO 64870

PAVEMENT MANAGEMENT PLAN

CMT

AIP PROJECT – 3-29-0037-038

FILE: SFI.dgn
DESIGN BY: TWASHIN
DRAWN BY: BDB
CHECKED BY: TCS
APPROVED BY: TCS
DATE: AUGUST 27,2008
JOB No: 15992-01

EXHIBIT 4-1
PCI BY SECTION

	TAXIWAY D Reconstruction		
	BID TABULATION		
	Bidder	**Bid**	**Notes**
	Engineers Estimate	$ 8,250,000.00	
1)	Capital Paving	$ 7,434,000.85	
2)	Emery Sapp and Sons	$ 7,534,907.31	no signed addemdum enclosed
3)			
4)			
5)			
6)			
7)			

CITY OF JOPLIN
COUNCIL AGENDA ITEM

ITEM
Council Bill 2019-106 – authorizing the acceptance of an agreement by and between the City of Joplin and Crawford, Murphy & Tilly, Inc., for Construction Observation Services for the Reconstruction of Taxiway D at the Joplin Regional Airport; and containing an emergency clause.

MEETING DATE
January 22, 2019

ORIGINATING DEPT
Public Works/Airport

ATTACHMENTS
CB2019-106 Ordinance; Contract Agreement, Pavement Slide

REVIEWED BY
Dept. Head: David Hertzberg; Director of Finance: Leslie Haase; City Attorney: Peter Edwards; City Manager: Sam Anselm

SUMMARY
This Council Bill is an agreement by and between the City of Joplin and Crawford, Murphy & Tilly, Inc., for Engineering Services not to exceed the amount of four hundred sixty-one thousand one hundred three dollars and sixty-eight cents ($461,103.68) for the construction observation of the Reconstruction of Taxiway D at the Joplin Regional Airport

BACKGROUND
The engineering firm of Crawford, Murphy & Tilly, Inc. amended the Pavement Management Plan to document the impact that the commercial airline equipment upgrade (heavier aircraft) is having on the existing pavement. The results of this up-gage in aircraft reflected a significant deterioration in the pavement structure for Taxiway D. The FAA issued us a Grant and it was accepted by Council on September 24, 2018 for the reconstruction project.

FUNDING SOURCE
The FAA issued a Supplemental Appropriation Funding Airport Improvement Grant (AIP No. 3-29-0037-041-2018) for the project. The Grant amount is based on the Federal share of the projected final project cost which includes the construction and inspections fees. The cost for this project will be paid from this Federal Grant based on a 95/5 Federal/Local share. The Federal Share will be $ 438,048.50 and the Local Share will be $ 23,055.18 which is included in the fiscal year 2019 budget in the Airport Fund.

RECOMMENDATION
Staff recommends adoption of this Council Bill on an Emergency basis, being an Ordinance dealing with a general appropriation, within the meaning of Section 2.12(6) of the Home Rule Charter of the City of Joplin, Missouri, and, as such, this Ordinance shall become effective immediately upon its passage.

COUNCIL BILL NO. 2019-106 **ORDINANCE NO.**

AN ORDINANCE authorizing the acceptance of an agreement by and between the City of Joplin and Crawford, Murphy & Tilly, Inc., for Construction Observation Services for the Reconstruction of Taxiway D at the Joplin Regional Airport; and containing an emergency clause.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, as follows:

Section 1. That an agreement by and between the City of Joplin and Crawford, Murphy & Tilly, Inc., for Engineering Services not to exceed the amount of four hundred sixty-one thousand one hundred three dollars and sixty-eight cents ($461,103.68) for the construction observation of the Reconstruction of Taxiway D at the Joplin Regional Airport a true and accurate copy of said agreement being attached hereto and incorporated herein, is herby approved.

Section 2. That the City Manager or his Designee is hereby authorized and directed to execute said Agreement by and on behalf of the City of Joplin, Missouri.

Section 3. That the City of Joplin declares that this ordinance relating to public improvement is an emergency within the meaning of Section 2.12(6) of the HOME RULE CHARTER of the City of Joplin, Missouri and the Council herby declares that this ordinance shall be in full force and effect from and after passage. Specifically, this council bill needs to be approved in order to allow construction to be completed within funding time limitations.

PASSED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, this _____ day of _____, 2019, by a _____ vote.

_____
Gary L. Shaw, Mayor

ATTEST:

_____
Barbara J. Gollhoffer, City Clerk

APPROVED AS TO FORM:

_____
Peter C. Edwards, City Attorney

I hereby certify that a sufficient amount is available in the Airport Fund to pay the amounts called for on the basis of the bids received by the City of Joplin.

_____
Leslie Haase, Director of Finance

Airport Name: Joplin Regional Airport
Project No.: 3-29-0037-040
County: Jasper

AVIATION PROJECT CONSULTANT SUPPLEMENTAL AGREEMENT NO. 1
CONSTRUCTION SERVICES

THIS SUPPLEMENTAL AGREEMENT NO. 1 for Construction Services is entered into by the City of Joplin, Missouri (hereinafter, "Sponsor") and Crawford, Murphy & Tilly, Inc. (hereinafter, "Consultant").

WITNESSETH:

WHEREAS, the Sponsor and the Consultant entered into an Agreement on June 21st, 2018, to accomplish a project at the Joplin Regional Airport, (hereinafter, "Original Agreement"); and

WHEREAS, the Sponsor and the Consultant now desire to enter into Supplemental Agreement No. 1 to otherwise complete, extend or continue the Original Agreement as provided herein.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and representations contained herein the parties agree as follows:

(1) SCOPE OF SERVICES:

(A) The Services to be provided by the Consultant under Supplemental Agreement No. 1 are additional services which are beyond the scope of services provided in the Original Agreement. These additional professional services are generally described and defined in Section 17 of the Original Agreement and Exhibit II - SA1, which is attached hereto and incorporated herein by reference.

(2) FEES AND PAYMENTS:

(A) The Consultant shall be reimbursed in accordance with Section 9 of the Original Agreement.

(B) The costs of Supplemental Agreement No. 1 shall be in addition to the cost of the Original Agreement.

(C) The lump sum fee payable included in Section 9 of the Original Agreement shall remain the same as in the original agreement.

(D) For and in consideration of the Construction Phase Administration Services rendered by Consultant, Owner shall pay Consultant direct salaries, overhead, direct expenses, and subconsultant fees as specified in Section (9) of the Original Agreement plus a fixed fee of **$24,798.57** for a total not to exceed amount of **$461,103.68.**

(E) Estimated costs for the services in Supplemental Agreement No. 1 are defined in Exhibit IV - SA1 and Exhibit V - SA1, which are attached hereto and incorporated herein by reference.

(3) PERIOD OF SERVICE: Exhibit VI, Performance Schedule, of the Original Agreement is hereby revised to include time for the performance of these additional services. The total time to be added to Exhibit VI for completion of these additional services shall be 120 calendar days after final acceptance. The projected completion date shown on Exhibit VI is now revised to 120 days after final acceptance, which includes time for performance of all remaining services in the Original Agreement and the services in Supplemental Agreement No. 1 and submittal of all deliverables.

(4) DISADVANTAGED BUSINESS ENTERPRISE (DBE) REQUIREMENTS:

(A) DBE Goal: The following DBE goal has been established for this Supplemental Agreement No. 1. The dollar value of services and related equipment, supplies, and materials used in furtherance thereof which is credited toward this goal will be based on the amount actually paid to DBE firms. The goal for the percentage of services to be awarded to DBE firms is 0% of the total Supplemental Agreement No. 1 dollar value.

(B) DBE Participation Obtained by Consultant: The Consultant has obtained DBE participation, and agrees to use DBE firms to complete 0% of the total services to be performed under this Supplemental Agreement No. 1 by dollar value. The DBE firms which the Consultant shall use, and the type and dollar value of the services each DBE will perform, is as follows:

DBE FIRM NAME, STREET AND COMPLETE MAILING ADDDRESS	TYPE OF DBE SERVICE	TOTAL $ VALUE OF THE DBE SUBCONTRACT	CONTRACT $ AMOUNT TO APPLY TO TOTAL DBE GOAL	% OF SUBCONTRACT $ VALUE APPLICABLE TO TOTAL GOAL

(5) SUBCONSULTANTS:

(A) The Consultant agrees that except for those firms and for those services listed below, there shall be no transfer of engineering services performed under this Supplemental Agreement No. 1 without the written consent of the Sponsor. Subletting, assignment, or transfer of the services or any part thereof to any other corporation, partnership, or individual is expressly prohibited. Any violation of this clause will be deemed cause for termination of this Supplemental Agreement No. 1.

Exceptions (Subconsultant Information):

FIRM NAME	COMPLETE ADDRESS	NATURE OF SERVICES
Algier Martin and Associates	P.O. Box 2627 Joplin, MO 64803-2627	Resident Engineer
Palmerton and Parrish	3500 East 13th Street	Material Testing

(6) ORIGINAL AGREEMENT: Except as otherwise modified, amended, or supplemented by this Supplemental Agreement No. 1, the Original Agreement between the parties shall remain in full force and effect and the terms of the Original Agreement shall extend and apply to this Supplemental Agreement No. 1.

IN WITNESS WHEREOF, the parties have entered into this Supplemental Agreement No. 1 on the date last written below.

Executed by the Consultant this 17th day of October, 20 18.

Executed by the Sponsor this _____ day of _____, 20 ____.

CONSULTANT

By _____

Title CEO.

SPONSOR – City of Joplin

By _____.

Title _____

ATTEST:

By _____

Title Regional Office Manager

ATTEST:

By _____.

Title _____

Approved as to Form:

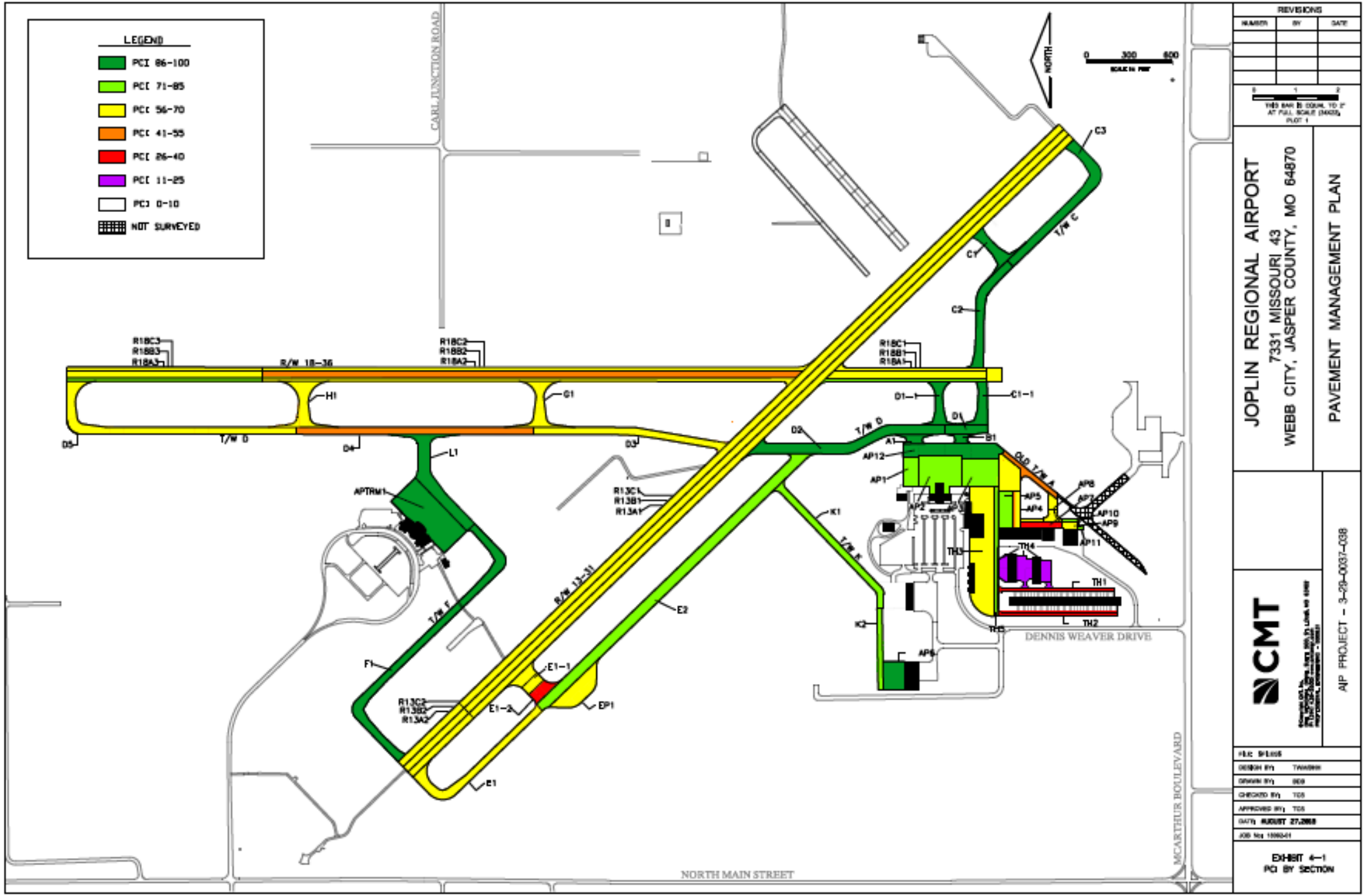
By _____

Title CEO

Approved as to Form:

By _____

Title _____



REVISIONS

NUMBER	BY	DATE

THIS BAR IS EQUAL TO 2" AT FULL SCALE (24X36) PLOT 1

JOPLIN REGIONAL AIRPORT

7331 MISSOURI 43
WEBB CITY, JASPER COUNTY, MO 64870

PAVEMENT MANAGEMENT PLAN

CMT

AIP PROJECT – 3-29-0037-038

FILE: SFI.dgn
DESIGN BY: TWASHIN
DRAWN BY: BDB
CHECKED BY: TCS
APPROVED BY: TCS
DATE: AUGUST 27,2008
JOB No: 15992-01

EXHIBIT 4-1
PCI BY SECTION

CITY OF JOPLIN
COUNCIL AGENDA ITEM

ITEM
Council Bill 2019-107 – authorizing the City of Joplin to enter into an Equipment Transfer Agreement between the Joplin Regional Airport and the Kirksville Regional Airport for the Rousenbaurer Airwolf ARFF truck; authorizing the City Manager to execute the same by and on behalf of the City of Joplin; and containing an emergency clause.

MEETING DATE
January 22, 2019

ORIGINATING DEPT
Public Works/Airport

ATTACHMENTS
CB2019-107 Ordinance; Equipment Transfer Agreement, Picture Slide

REVIEWED BY
Dept. Head: David Hertzberg; Director of Finance: Leslie Haase; City Attorney: Peter Edwards; City Manager: Sam Anselm

SUMMARY
This Council Bill approves a transfer to Kirksville, MO certain property more particularly described as: 2015 ROUSENBAURER AIRWOLF INDEX A ARFF TRUCK VIN# 3HAWEAZR0GL735668, along with the Grant Assurance responsibilities as required by the Federal Aviation Administration for AIP Grant 3-29-0037-031-2013 issued to the Joplin Regional Airport/City of Joplin as it pertains to the above referenced equipment.

BACKGROUND
Due to the increased commercial service aircraft size at the Joplin Regional Airport the FAA funded a new Index B ARFF truck for our facility. The existing Index A truck is not of any use under our current operational requirements. Federal Grant Assurances for the Index A truck provide a very narrow path for the disposal of the unit. In order to release the City of Joplin of any Liability and Financial Responsibility for the Grant, an equipment transfer to a FAA eligible Airport was the best solution. The FAA identified the Kirkville Regional Airport as an eligible Airport with need in the State of Missouri.

FUNDING SOURCE
N/A

RECOMMENDATION
Staff recommends adoption of this Council Bill on an Emergency basis, being an Ordinance dealing with a general appropriation, within the meaning of Section 2.12(4) of the Home Rule Charter of the City of Joplin, Missouri, and, as such, this Ordinance shall become effective immediately upon its passage.

COUNCIL BILL NO. 2019-107 ORDINANCE NO.

AN ORDINANCE authorizing the City of Joplin to enter into an Equipment Transfer Agreement between the Joplin Regional Airport and the Kirksville Regional Airport for the Rousenbaurer Airwolf ARFF truck; authorizing the City Manager to execute the same by and on behalf of the City of Joplin; and containing an emergency clause.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, as follows:

Section 1. That the agreement by and between the City of Joplin and City of Kirkville hereby transfers certain property ("Transferred Equipment") more particularly described as: 2015 ROUSENBAURER AIRWOLF INDEX A ARFF TRUCK VIN# 3HAWEAZR0GL735668, along with the Grant Assurance responsibilities as required by the Federal Aviation Administration for AIP Grant 3-29-0037-031-2013 issued to the Joplin Regional Airport/City of Joplin as it pertains to the referenced equipment, a true and accurate copy of said agreement being attached hereto and incorporated as "Exhibit A," be and the same is hereby approved.

Section 2. That the City Manager of the City of Joplin, Missouri, or his designee, is hereby authorized and directed to execute said agreement, or agreement in substantially similar form, by and on behalf of the City of Joplin.

Section 3. That the City hereby declares that this Ordinance, being an Ordinance dealing with a general appropriation, is considered an emergency within the meaning of Section 2.12(4) of the Home Rule Charter of the City of Joplin, Missouri, and, as such, this Ordinance shall become effective immediately upon its passage.

PASSED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, this _____ day of _____, 2019, by a _____ vote.

_____
Gary L. Shaw, Mayor

ATTEST:

_____
Barbara J. Gollhofer, City Clerk

APPROVED AS TO FORM

_____
Peter C. Edwards, City Attorney

Equipment Transfer Agreement

Between the Joplin Regional Airport and the Kirksville Regional Airport

This Transfer is entered this 8th day of January 2019 for good and valuable consideration, by Joplin Regional Airport and Kirksville Regional Airport, for Joplin's Transfer of Airwolf ARFF truck to Kirksville. The parties wish to establish the terms and conditions of the Transfer as follows:

1. **Transferred Equipment**. Joplin hereby Transfers to Kirksville, certain property ("Transferred Equipment") more particularly described as:

   2015 ROUSENBAURER AIRWOLF INDEX A ARFF TRUCK VIN# 3HAWEAZR0GL735668, along with the Grant Assurance responsibilities as required by the Federal Aviation Administration for AIP Grant 3-29-0037-031-2013 issued to the Joplin Regional Airport/City of Joplin as it pertains to the above referenced equipment.

2. **Ownership Assurances**. Joplin covenants that it is the owner of the Transferred Equipment and has the good title thereto, free and clear of all liens and encumbrances having priority over the Transfer, and Joplin has the right and authority to Transfer same.

3. **Transportation of Transfer Equipment.** Kirksville shall be responsible for all costs associated with relocating the Transferred Equipment from Joplin's Airport to Kirksville's Airport upon the commencement of this Transfer.

4. **Use of Transferred Equipment**. The truck shall be used by the Kirksville Regional Airport in accordance with the guidelines and regulations as it pertains to the Federal Grant assurance associated with the equipment.

5. **Repairs**. Kirksville accepts Transferred Equipment as-is. Kirksville shall be responsible for and pay for all necessary repairs, maintenance, additions, attachments and accessories. All accessories incorporated in or affixed to the Transfer Equipment shall become a part of thereof and the title thereto shall vest in Kirksville.

6. **Insurance**. Kirksville shall obtain and provide insurance for this Transferred Equipment similar to the insurance it maintains applicable to similar items of equipment currently Transferred or owned by Kirksville.

7. Liability.

i) Joplin is not liable to Kirksville for loss of business or damages of any nature resulting from use of Transfer Equipment by Kirksville or its employees, agents or tenants.

ii) Joplin is not liable to Kirksville for any loss of or damage to any real or personal property, fixture, or equipment, where said loss or damage is caused in any way by Transferred Equipment.

iii) If Joplin is subject to any civil fine, penalty, or other monetary assessment by reason of Kirksville's violation of any federal, state, or local laws or regulations, as may be enacted or amended, Kirksville must pay the cost of such assessment. Kirksville must indemnify and hold harmless Board from any assessment charged against Joplin by reason of Kirksville violation.

iv) Neither party is liable to the other for its failure to perform any obligation under this Transfer or for any delay in the performance thereof, nor must any such delay or failure be deemed a default by the non-performing party when such failure or delay is occasioned by any cause beyond such party's reasonable control or jurisdiction.

15. Indemnity. Kirksville must defend, indemnify, reimburse, and save harmless Joplin from and against all demands, claims, damages, liabilities, losses, costs and expenses (including, but not limited to, reasonable attorney fees, property damage, and personal injury, including death) arising out of or resulting from acts, errors, or omission of Kirksville, any sublessee of Kirksville, or any person directly or indirectly employed by any of them ,or by an act, error, or omission of any other person for whom Kirksville or its sublessee may be liable. Kirksville shall reimburse and hold harmless Joplin for any costs liabilities accruing to Joplin resulting from a breach of the terms of this Transfer by Kirksville. The provisions of the Section do not reduce any additional right of indemnification that Joplin may otherwise have under statute, in lay, or equity. The provisions of this section survive the termination of this Transfer.

16**. Legal Expenses**. If either party pursues legal action on this Transfer, Joplin – if a prevailing party – may recover: interest, reasonable attorney's fees, court costs, and litigation expenses, including expert witness fees and expenses.

17. **Subordination**. Transfer is subordinate to any existing or future agreement between Joplin and the United States relative to Airport maintenance, operation, or development.

18. **War or National Emergency**. During a time of war or national emergency, Airport may enter into an agreement with the United States that suspends Transfer in whole or in part.

19. **Conflicts**. No salaried officer or employee of Joplin, no Joplin City Council member, and no Joplin Airport Board member shall have a financial interest, direct or indirect, in the Transfer. No federal regulation, or applicable provision in Section 105.450 St. seq. RSMo., shall be violated. A violation of this provision renders the Transfer void.

20. **Non-Exclusive Rights**. Nothing contained within this Transfer shall be construed as granting or authorizing the granting of exclusive rights or privileges to Kirksville or others, as defined in Section 308 of the Federal Aviation Act of 1958, as amended.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day and year herein stated.

JOPLIN REGIONAL AIRPORT

BY:_____

AIRPORT MANAGER

KIRKSVILLE REGIONAL AIRPORT

BY:_____

AIRPORT MANAGER

CITY OF JOPLIN, MISSOURI

BY:_____

CITY MANAGER

CITY OF KIRKSVILLE, MISSOURI

BY:_____

CITY MANAGER OR DESIGNEE


A1
JOPLIN
REGIONAL
AIRPORT
JOPLIN
REGIONAL AIRPORT

COUNCIL BILL NO. 2019-603 ORDINANCE NO.

AN ORDINANCE approving the reclassifications of various positions for the Parks and Recreation Department.

WHEREAS, the City of Joplin desires to reclassify the Business Development Manager to a Recreation Manager, as well as a Seasonal Laborer in the Golf Course to an Outside Service Attendant within the Parks Department, and,

WHEREAS, having referred the subject matter of this Council Bill to the City Personnel Board and having received the favorable recommendation thereof.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, as follows:

Section 1. That various Parks and Recreation Department positions be reclassified as shown on Exhibit "A" attached hereto within the Salary Administration Plan of the City of Joplin.

Section 2. That various Parks and Recreation Department positions be reclassified as shown on Exhibit "B" attached hereto within the Salary Administration Plan for Part-Time Seasonals of the City of Joplin.

Section 3. That various job descriptions within the Parks and Recreation Department be revised and updated as shown on Exhibit "C" revised job descriptions of the City of Joplin attached hereto.

PASSED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI this _____day of _____, 2019.

_____
Gary L. Shaw, Mayor

ATTEST:

_____
Barbara J. Gollhofer, City Clerk

APPROVE AS TO FORM:

_____
Peter C. Edwards, City Attorney

CITY OF JOPLIN
PARKS RECLASSIFICATION IMPACT
AS OF JANUARY 11, 2019
SCHEDULE "1"

Recreation Manager (Range 300-no change):

DESCRIPTION	BUDGET AMOUNT	RECLASSIFICATION AMOUNT	INCREASE/ (DECREASE)
REGULAR WAGES	47,526	47,526	-
DEFERRED COMP-ICMA	1,504	1,504	
FAMILY DENTAL INSURANCE	595	595	-
DISABILITY INSURANCE	154	154	-
MEDICARE	563	563	-
SOCIAL SECURITY	2,405	2,405	-
FAMILY HEALTH INSURANCE	12,296	12,296	-
LIFE INSURANCE	102	102	-
LAGERS RETIREMENT	6,036	6,036	-
WORKER'S COMPENSATION	1,483	1,483	-
TOTAL ANNUAL IMPACT	72,664	72,664	-

Outside Service Attendant (Seasonal Range 500 from 520):

DESCRIPTION	BUDGET AMOUNT	RECLASSIFICATION AMOUNT	INCREASE/ (DECREASE)
REGULAR WAGES	8,451	7,368	(1,083)
MEDICARE	123	107	(16)
SOCIAL SECURITY	524	457	(67)
WORKER'S COMPENSATION	113	99	(14)
TOTAL ANNUAL IMPACT	9,211	8,031	(1,180)

Note: No budget amendment required due to actual expenditures.

Exhibit C

JOB DESCRIPTION
CITY OF JOPLIN
RECREATION MANAGER

TITLE: RECREATION MANAGER

DEPARTMENT: PARKS & RECREATION

DESCRIPTION:

Under the general supervision of the Director of Parks and Recreation or designee: manage the Parks and Recreation Department's business affairs, coordinate, administer, and develop marketing efforts, and manage guest service operations. This position will supervise the Guest Services Staff that includes all Front Desk personnel.

Also manages, supervises, and directs the activities of the Recreation Division of Parks and Recreation including such functions as recreation program operations, seasonal aquatic operations, youth and adult athletics, in-house contractual recreation, education and leisure programs, conservation efforts, and special events.

GENERAL DUTIES AND RESPONSIBILITIES:

THE FOLLOWING DUTIES ARE NORMAL FOR THIS TITLE. THESE ARE NOT TO BE CONSTRUED AS EXCLUSIVE OR ALL-INCLUSIVE. OTHER DUTIES MAY BE REQUIRED AND ASSIGNED.

GENERAL TASKS AND RESPONSIBILITIES:

WHILE FOLLOWING TASKS ARE NECESSARY FOR THIS POSITION, THEY ARE NOT AN ESSENTIAL PART OF THE DUTIES OF THIS POSITION AND MAY ALSO BE PERFORMED BY OTHER EMPLOYEES.

Business

- Manage the Department's business affairs
- Manage customer service operations
- Prepare, organize and manage recreation division budget
- Maintains automated registration, rental, and point-of-sale programs
- Maintains communication with the management team regarding marketing strategy
- Administer rentals for Memorial Hall including drafting contracts, scheduling, and logistics
- Solicit and coordinate sponsorships, advertising, and promotional initiatives that drive revenue for aquatic centers, sports programs, special events, and more
- Assists with reconciling all revenue deposits for the department

Marketing/Development

- Assist in the development, strategy, and administration of marketing deliverables including increasing brand awareness, bringing in new customers, and coordinating public relations efforts.
- Strategize, write, edit and manage Department's marketing communications, including presentations, membership, and Department activities and program offerings, website content, blogs, monthly newsletters, tradeshow and conference pieces, etc., by coordinating and facilitating all department communications via print, email and social media.
- Coordination of overall marketing/communication efforts across the department to ensure clean, consistent, clear concise department wide message is communicated to the public.
- Work with the Director and other division managers to ensure citizens and guests are adequately informed of the activities and programs of the Department while encouraging their participation.

Marketing/Development

- Implement and maintain a comprehensive guest services and facility rental program for all Department facilities, including Memorial Hall; as well as outdoor aquatic centers, other athletic complexes and facilities, shelters/pavilions/gazebos and other City parks and facilities.
- Actively engage the general public and facility users/members. Respond to inquiries and resolve difficult customer service issues. Conduct surveys and gather feedback to ensure facilities meet community needs and enhance effectiveness.
- Oversee all guest services programming and assist with special event programming and coordination, including Membership Drives, Member Appreciation Events, Concessions/Vending, Corporate Memberships, Member Retention and special promotions of Department facilities.

Recreation Division

- Plan, implement, direct and supervise comprehensive in-house and contract recreational, educational, leisure and athletic programs and events.
- Evaluate program content and the methods used in providing community recreation offerings; make recommendations for areas of improvement; implement appropriate recommendations.
- Select, train, supervise, and evaluate full-time Recreation Division staff.
- Recommend changes in program staffing, objectives, policies and procedures to assure maximum effectiveness and efficiency.

OTHER TASKS, DUTIES AND RESPONSIBILITIES:

- Provides information to the public, vendors, auditors, and City staff requiring explanation of department policies, rules, and/or procedures.
- Answers telephone and handles customer inquires.
- Opens and closes facilities as assigned.
- Prepares requisitions and maintains inventory of office equipment, parts and supplies.
- May act as Director in absence of Parks and Recreation Director as designated.

GENERAL PHYSICAL REQUIREMENTS:

Language Ability and Interpersonal Communication

- Requires the ability to perform complex data analysis including the ability to classify, categorize, prioritize, rank, investigate and diagnose figures, computations, statistics, technical reports, statutes, guidelines and/or written information. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Requires the ability to provide guidance, assistance and/or interpretation to others, such as co-workers, departments and the public, on how to apply policies, procedures and standards to specific situations.
- Requires the ability to utilize a wide variety of reference and technical data and information such as financial reports, spreadsheets, regulations, payroll reports, payment records, collection reports, journal entries, balance sheets, invoices, billing statements, insurance forms, purchase orders, accounts payable reports, computer software operating manuals, accounting principles and correspondence.
- Requires an exceptional ability to communicate orally and in written correspondence.
- Requires demonstrable ability to provide first line supervision. Ability to persuade, convince, orientate and train others. Ability to advise and provide interpretation regarding the application of policies, procedures and standards to specific situations.

Mathematical Ability

- Requires the ability to perform complex addition, subtraction, multiplication, division and algebra. Must be able to calculate percentages, discounts, and interest and have the ability to perform high level mathematical operations using large numbers, fractions and computer formulas.

JOB DESCRIPTION

CITY OF JOPLIN

RECREATION MANAGER

Judgement and Situational Reasoning Ability

- Requires the ability to carry out instructions furnished in written, oral or diagram form. Involves semi-routine standardized work, with some latitude for independent judgment regarding choices of action.
- Requires the ability to apply principles of rational systems. Ability to interpret instructions furnished in a written, oral, diagrammatic or schedule form. Ability to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objective.
- Requires the ability to exercise sound judgement, decisiveness and creativity required in situations involving the evaluation of information against measurable or verifiable criteria.

Physical Requirements

- Requires the ability to operate a variety of office equipment such as a computer terminal, word processor, telephone, fax machine, calculator/ adding machine, camera, cash register, computer printer and photocopier.
- Requires the ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training, such as data entry.
- Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some combination of lifting, sitting, and carrying of objects weighing twenty-five pounds. Tasks may involve extended periods of time at a keyboard or workstation.
- Requires the ability to recognize and identify degrees of similarities or differences between characteristics of colors, shapes, sounds, tastes, odors and textures associated with job-related objects, materials and tasks.

Environmental Adaptability

- Tasks are generally performed in safe and comfortable office surroundings. May experience exposure to adverse environmental conditions that include exposure to environmental factors such as temperature variations and extremes, violence, humidity, disease and/or dust.

GENERAL QUALIFICATIONS:

- Bachelors Degree in Recreation Administration or related field and five years of progressively responsible management/supervisory experience in a public recreation agency or any equivalent combination of acceptable training, education, and experience in the field of Parks and Recreation.
- Exceptional computer skills and experience with CivicRec Recreation Software is highly desired.
- Experience executing great marketing communications in the digital marketing/technology space with extensive knowledge and familiarity of internet technologies, online media, and social media tools (e.g. LinkedIn, Facebook, Twitter, and Google Plus).
- Knowledge of the methods of publicity and public relations.
- Knowledge of planning, preparing and working with an effective budget.
- Knowledge of social media and other forms of communication.
- Strong communication/writing skills.
- Skill in establishing and maintaining effective working relationships with other staff and members of the public.

_____ _____

Employee Name (Please Print) Date

_____

Employee Name (Signature)

PARKS & RECREATION DEPARTMENT
ORDINANCE #:

APPROVED:
PAY RANGE: 300

Exhibit C

JOB DESCRIPTION

CITY OF JOPLIN

OUTSIDE SERVICE ATTENDANT

TITLE: OUTSIDE SERVICE ATTENDANT

DEPARTMENT: PARKS & RECREATION

DESCRIPTION:

Under the general supervision of the Golf Professional or designee. The Outside Service Attendant will provide outstanding customer service, directions to patrons around the golf course grounds, tournament assistance, rental club and golf cart rental procedures as well as the availability and cleanliness of rental carts, daily maintenance of the entire golf cart fleet, general janitorial duties around the clubhouse; which includes trash removal, mopping and cleaning restrooms and any other duties needed by the golf professionals. Some light manual labor may be expected at times.

GENERAL DUTIES AND RESPONSIBILITIES:

THE FOLLOWING DUTIES ARE NORMAL FOR THIS TITLE. THESE ARE NOT TO BE CONSTRUED AS EXCLUSIVE OR ALL-INCLUSIVE. OTHER DUTIES MAY BE REQUIRED AND ASSIGNED.

GENERAL TASKS AND RESPONSIBILITIES:

WHILE FOLLOWING TASKS ARE NECESSARY FOR THIS POSITION, THEY ARE NOT AN ESSENTIAL PART OF THE DUTIES OF THIS POSITION AND MAY ALSO BE PERFORMED BY OTHER EMPLOYEES.

- Attend to the golf cart fleet
- Staging carts; cleaning, fueling and checking carts after each use and returning carts to staging area at the end of the day
- Ensure that carts are available for player use at all times, windshields are clean and seats dry
- Works closely with Pro Shop and Tournament staff to prepare for and conduct golf tournaments
- Ensure the cart barn and clubhouse area are kept orderly and clean, including trash receptacles, shoe brushes, doorways clear of leaves and grass. Wash station is to be clean – no grass or debris
- Assist with delivered items
- Report all cart damage immediately to supervisor or Pro Shop staff
- Use excellent customer service skills, establish and maintain effective working relationships with other employees, officials, and all members of the general public
- Relieves other personnel at the golf course when necessary
- Other duties as assigned, including tasks which support the essential functions and may be changed or redesigned

JOB DESCRIPTION

CITY OF JOPLIN

OUTSIDE SERVICE ATTENDANT

GENERAL PHYSICAL REQUIREMENTS:

LANGUAGE ABILITY AND INTERPERSONAL COMMUNICATION

- Ability to establish and maintain effective working relationships with school employees, City employees and the general public.
- Good oral and written communication skills.

MATHEMATICAL ABILITY

- Ability to maintain records and files.

JUDGMENT AND SITUATIONAL REASONING ABILITY

- Knowledge of appropriate regulations and safety procedures.
- Working knowledge of the rules of play.
- Ability to learn and enforce course policies, rules and regulations.

PHYSICAL REQUIRMENTS

- Requires high levels of sitting and standing; manual dexterity sufficient to operate essential job related equipment such as computers, typewriters, FAX machines, copiers, and telephones; may require color and depth perception.
- Must be sighted, hearing, and mobile to such a degree as not to compromise safety rules or the safety of self or others while working.
- Able to lift 50 lbs.

ENVIRONMENTAL ADAPTABILITY

- Demonstrate all appropriate techniques and procedures for the activity.

GENERAL QUALIFICATIONS:

- Applicant must be 16 years of age or older.
- Commitment to a positive, fun and team-oriented working environment.
- Ability to work effectively with children and adults.
- Strong interpersonal and communication skills.
- Must possess a valid driver's license and be able to successfully complete a thorough background check, and successfully complete a physical exam and drug test.

_____ _____

Employee Name (Please Print) Date

_____

Employee Name (Signature)

PARKS & RECREATION DEPARTMENT
ORDINANCE #:

APPROVED:
PAY RANGE: 500

CITY OF JOPLIN
COUNCIL AGENDA ITEM

ITEM
Council Bill 2019-603 -approving the job description changes and reclassification of positions for Parks and Recreation Department; and amending the Annual Budget of the City of Joplin for the Fiscal Year 2017-2018.

MEETING DATE
January 22, 2019

ORIGINATING DEPT
Human Resources Department

ATTACHMENTS
Council Bill No. 2019-603 Ordinance; Budget Amendment; Schedule A; Personnel Board meeting minutes; supporting documents.

REVIEWED BY
Human Resources: David Allgood; Department Head of Parks and Recreation: Paul Bloomberg; Finance Department: Leslie Haase; City Attorney: Peter Edwards; City Manager: Sam Anselm

SUMMARY
This Council Bill approves a change to reorganize the Parks and Recreation Department; and reclassify the Seasonal Laborer to Outside Service Attendant. Change the Job Description and Title of Business Development Manager to Recreation Manager.

BACKGROUND
The Parks and Recreation Department has been utilizing a Seasonal Labor from the Golf Maintenance Division to perform the duties of an Outside Service Attendant. The Outside Service Attendant will provide customer service, directions to patrons around the golf course grounds, tournament assistance, rental club and golf cart rental. In addition, this position will also ensure the availability and cleanliness of rental carts, daily maintenance of the golf cart fleet, handle general janitorial duties around the clubhouse; which includes trash removal, mopping and cleaning restrooms and any other duties needed by the golf professionals.
This position would have the same level of responsibilities as a part-time Cashier. The Parks and Recreation Department will fund this position by moving one Seasonal Labor position (pay range 520) to an Outside Service Attendant position (pay range 500). This would result in a savings in the Departmental budget.

In 2016 the Parks and Recreation Department reorganized job responsibilities within the Recreation Division because of layoffs the City of Joplin had experienced. To operate effectively and efficiently the department moved several responsibilities, that the Assistant Director position oversaw, to the Business Development Manager. By doing this, their title and responsibilities no longer reflected the position of Business Development Manager. The department has reviewed other parks and recreation departments and found that the job responsibilities this position has been performing match the job title of a Recreation Manager position, therefore the department request that the title of the Business Development Manager position be changed to the Recreation Manager. This position will stay in the same pay range of 300 and will not change the

Departments budget.

FUNDING SOURCE

There is no change in the parks department for the reclassification, which is included in the adopted fiscal year 2019 budget. The seasonal reclassification in the golf course will result in some actual savings, but no budget amendment is required as the funds are included in the adopted fiscal year 2019 budget.

RECOMMENDATION

Staff recommends approval of this council bill on first reading.

CITY OF JOPLIN
EXHIBIT "A"-SALARY ADMINISTRATION PLAN
FOR CLASSIFIED AND UNCLASSIFIED POSITIONS
EFFECTIVE FEBRUARY 25, 2019
* - unclassified position according to city charter (E) - exempt according to FLSA

Grade	Position (* - unclassified according to city charter)	Step 1 (hrly/annual)	Step 2 (hrly/annual)	Step 3 (hrly/annual)	Step 4 (hrly/annual)	Step 5 (hrly/annual)	Step 6 (hrly/annual)	Step 7 (hrly/annual)	Step 8 (hrly/annual)	Step 9 (hrly/annual)	Step 10 (hrly/annual)	Step 11 (hrly/annual)	Step 12 (hrly/annual)	Step 13 (hrly/annual)	Step 14 (hrly/annual)	Step 15 (hrly/annual)	Step 16 (hrly/annual)	Step 17 (hrly/annual)	Step 18 (hrly/annual)	Step 19 (hrly/annual)	Step 20 (hrly/annual)	Step 21 (hrly/annual)	Step 22 (hrly/annual)
100	Cook	$9.719 $20,216	$9.913 $20,620	$10.112 $21,032	$10.314 $21,453	$10.520 $21,882	$10.731 $22,320	$10.945 $22,766	$11.164 $23,221	$11.387 $23,686	$11.615 $24,159	$11.847 $24,643	$12.084 $25,135	$12.326 $25,638	$12.573 $26,151	$12.824 $26,674	$13.080 $27,207	$13.342 $27,752	$13.609 $28,307	$13.881 $28,873	$14.159 $29,450		
110	Custodian Laborer I Utility Worker WIC Certifier	$10.714 $22,285	$10.928 $22,731	$11.147 $23,185	$11.370 $23,649	$11.597 $24,122	$11.829 $24,605	$12.066 $25,097	$12.307 $25,599	$12.553 $26,111	$12.804 $26,633	$13.060 $27,165	$13.322 $27,709	$13.588 $28,263	$13.860 $28,828	$14.137 $29,405	$14.420 $29,993	$14.708 $30,593	$15.002 $31,205	$15.302 $31,829	$15.608 $32,465		
120	Airport Operations Worker Court Assistant I Transit Dispatcher Transit Driver I	$11.250 $23,400	$11.475 $23,868	$11.705 $24,345	$11.939 $24,832	$12.177 $25,329	$12.421 $25,835	$12.669 $26,352	$12.923 $26,879	$13.181 $27,417	$13.445 $27,965	$13.714 $28,524	$13.988 $29,095	$14.268 $29,677	$14.553 $30,270	$14.844 $30,876	$15.141 $31,493	$15.444 $32,123	$15.753 $32,766	$16.068 $33,421	$16.389 $34,089		
130	Automotive Service Worker Laborer II Recreation Leader Senior Clerk Transit Driver II Wastewater Laboratory Assistant Wastewater Plant Utility Worker	$11.812 $24,569	$12.048 $25,060	$12.289 $25,562	$12.535 $26,073	$12.786 $26,594	$13.041 $27,126	$13.302 $27,669	$13.568 $28,222	$13.840 $28,786	$14.116 $29,362	$14.399 $29,949	$14.687 $30,548	$14.980 $31,159	$15.280 $31,783	$15.586 $32,418	$15.897 $33,067	$16.215 $33,728	$16.540 $34,402	$16.870 $35,091	$17.208 $35,792		
140	Compliance Officer I Detention Officer Engineering Assistant Equipment Operator Human Resources Assistant Parks Caretaker Police Services Assistant Utility Locator	$12.402 $25,796	$12.650 $26,312	$12.903 $26,838	$13.161 $27,375	$13.424 $27,923	$13.693 $28,481	$13.967 $29,051	$14.246 $29,632	$14.531 $30,224	$14.822 $30,829	$15.118 $31,445	$15.420 $32,074	$15.729 $32,716	$16.043 $33,370	$16.364 $34,037	$16.691 $34,718	$17.025 $35,413	$17.366 $36,121	$17.713 $36,843	$18.067 $37,580		
150	Animal Control Officer Court Assistant II CVB Tourism & Events Specialist Parks Facilities Maintenance Technician Recreation Coordinator Traffic Markings and Sign Technician Transit Driver Supervisor	$13.023 $27,088	$13.283 $27,630	$13.549 $28,182	$13.820 $28,746	$14.097 $29,321	$14.378 $29,907	$14.666 $30,505	$14.959 $31,115	$15.259 $31,738	$15.564 $32,372	$15.875 $33,020	$16.192 $33,680	$16.516 $34,354	$16.847 $35,041	$17.184 $35,742	$17.527 $36,457	$17.878 $37,186	$18.235 $37,930	$18.600 $38,688	$18.972 $39,462		
160	Accounting Specialist Airport Operations Supervisor Automotive Mechanic I Compliance Officer II Evidence Technician Heavy Equipment Operator Human Resources Specialist Legal Specialist Public Safety Communications Operator Wastewater Plant Operator	$14.358 $29,865	$14.645 $30,462	$14.938 $31,071	$15.237 $31,693	$15.542 $32,326	$15.852 $32,973	$16.169 $33,632	$16.493 $34,305	$16.823 $34,991	$17.159 $35,691	$17.502 $36,405	$17.852 $37,133	$18.209 $37,876	$18.574 $38,633	$18.945 $39,406	$19.324 $40,194	$19.710 $40,998	$20.105 $41,818	$20.507 $42,654	$20.917 $43,507		
170	Assistant City Clerk Crime Analyst/Accreditation Coordinator (E) Engineering Technician Jail Shift Supervisor Lead Cemetery Caretaker Lead Parks Caretaker Neighborhood Improvement Officer Traffic Signal Technician Wastewater Laboratory Technician	$15.077 $31,360	$15.379 $31,987	$15.686 $32,627	$16.000 $33,280	$16.320 $33,945	$16.646 $34,624	$16.979 $35,317	$17.319 $36,023	$17.665 $36,743	$18.018 $37,478	$18.379 $38,228	$18.746 $38,992	$19.121 $39,772	$19.504 $40,568	$19.894 $41,379	$20.292 $42,207	$20.697 $43,051	$21.111 $43,912	$21.534 $44,790	$21.964 $45,686		

Grade	Position (* - unclassified according to city charter)	Step 1 (hrly/annual)	Step 2 (hrly/annual)	Step 3 (hrly/annual)	Step 4 (hrly/annual)	Step 5 (hrly/annual)	Step 6 (hrly/annual)	Step 7 (hrly/annual)	Step 8 (hrly/annual)	Step 9 (hrly/annual)	Step 10 (hrly/annual)	Step 11 (hrly/annual)	Step 12 (hrly/annual)	Step 13 (hrly/annual)	Step 14 (hrly/annual)	Step 15 (hrly/annual)	Step 16 (hrly/annual)	Step 17 (hrly/annual)	Step 18 (hrly/annual)	Step 19 (hrly/annual)	Step 20 (hrly/annual)	Step 21 (hrly/annual)	Step 22 (hrly/annual)
180	Automotive Mechanic II	$15.829	$16.146	$16.468	$16.798	$17.134	$17.476	$17.826	$18.183	$18.546	$18.917	$19.295	$19.681	$20.075	$20.476	$20.886	$21.304	$21.730	$22.164	$22.608	$23.060		
	Building Maintenance Technician	$32,924	$33,583	$34,254	$34,940	$35,638	$36,351	$37,078	$37,820	$38,576	$39,348	$40,135	$40,937	$41,756	$42,591	$43,443	$44,312	$45,198	$46,102	$47,024	$47,965		
	Nutritionist I (E)																						
	Wastewater Plant Technician																						
190	Building Inspector	$16.621	$16.953	$17.292	$17.638	$17.991	$18.351	$18.718	$19.092	$19.474	$19.864	$20.261	$20.666	$21.079	$21.501	$21.931	$22.370	$22.817	$23.273	$23.739	$24.214		
	Construction Inspector	$34,572	$35,263	$35,968	$36,688	$37,421	$38,170	$38,933	$39,712	$40,506	$41,316	$42,143	$42,986	$43,845	$44,722	$45,617	$46,529	$47,460	$48,409	$49,377	$50,364		
	Environmental Public Health Specialist I (E)																						
	GIS Technician																						
	Property Negotiator/Appraiser																						
200	Community Health Planner/Educator (E)	$17.451	$17.800	$18.156	$18.519	$18.890	$19.267	$19.653	$20.046	$20.447	$20.856	$21.273	$21.698	$22.132	$22.575	$23.026	$23.487	$23.956	$24.436	$24.924	$25.423		
	Golf Course Maintenance Supervisor (E)	$36,298	$37,024	$37,765	$38,520	$39,290	$40,076	$40,878	$41,695	$42,529	$43,380	$44,247	$45,132	$46,035	$46,955	$47,895	$48,852	$49,829	$50,826	$51,843	$52,879		
	Nutritionist II (E)																						
	Planner (E)																						
	Public Safety Communications Supervisor																						
	Utility Billing Supervisor																						
	Wastewater Pretreatment Technician																						
210	Building Maintenance Supervisor (E)	$18.324	$18.690	$19.064	$19.446	$19.834	$20.231	$20.636	$21.049	$21.469	$21.899	$22.337	$22.784	$23.239	$23.704	$24.178	$24.662	$25.155	$25.658	$26.171	$26.695		
	Chief Wastewater Plant Technician	$38,114	$38,876	$39,654	$40,447	$41,256	$42,081	$42,922	$43,781	$44,657	$45,550	$46,461	$47,390	$48,338	$49,304	$50,291	$51,296	$52,322	$53,369	$54,436	$55,525		
	Communications Technician																						
	Asst CVB Dir/Director of Sales/CVB (E)																						
	Environmental Public Health Specialist II (E)																						
	Fire Apparatus Fleet Manager																						
	IT Analyst																						
	Land Surveyor (E)																						
	Public Safety Communications Manager (E)																						
	Solid Waste & Stormwater Education Manager (E)																						
	Wastewater Plant Manager (E)																						
300	Assistant to the City Manager (E)	$19.240	$19.625	$20.017	$20.418	$20.826	$21.243	$21.667	$22.101	$22.543	$22.994	$23.453	$23.923	$24.401	$24.889	$25.387	$25.895	$26.412	$26.941	$27.479	$28.029	$28.590	$29.161
	Fleet Maintenance Supervisor (E)	$40,019	$40,820	$41,636	$42,469	$43,318	$44,184	$45,068	$45,969	$46,889	$47,827	$48,783	$49,759	$50,754	$51,769	$52,804	$53,861	$54,938	$56,037	$57,157	$58,300	$59,466	$60,656
	Golf Course Professional (E)																						
	Infrastructure Maintenance Supervisor (E)																						
	Plans Reviewer																						
	Recreation Manager (E)																						
	Wastewater Laboratory Supervisor																						
	Wastewater Pretreatment Inspector																						
310	Assistant Wastewater Plant Superintendent	$20.203	$20.607	$21.019	$21.440	$21.868	$22.306	$22.752	$23.207	$23.671	$24.144	$24.627	$25.120	$25.622	$26.135	$26.657	$27.191	$27.734	$28.289	$28.855	$29.432	$30.021	$30.621
	Communications Technician Manager (E)	$42,022	$42,863	$43,720	$44,594	$45,486	$46,396	$47,324	$48,270	$49,236	$50,220	$51,225	$52,249	$53,294	$54,360	$55,447	$56,556	$57,688	$58,841	$60,018	$61,218	$62,443	$63,692
	Community Health Nurse (E)																						
	Emergency Management Coordinator (E)																						
	Jail Administrator (E)																						
	Public Information Officer (E)																						
	Regional Response Planner (E)																						
	Senior Accountant (E)																						
	Transportation Coordinator (E)																						
	WIC Services Coordinator (E)																						
320	* Assistant Director of Human Resources/Safety Manager (E)	$21.213	$21.637	$22.070	$22.511	$22.962	$23.421	$23.889	$24.367	$24.854	$25.351	$25.859	$26.376	$26.903	$27.441	$27.990	$28.550	$29.121	$29.703	$30.297	$30.903	$31.521	$32.152
	Athletic Facilites Superintendent (E)	$44,123	$45,006	$45,906	$46,824	$47,760	$48,715	$49,690	$50,684	$51,697	$52,731	$53,786	$54,861	$55,959	$57,078	$58,219	$59,384	$60,571	$61,783	$63,019	$64,279	$65,565	$66,876
	Capital Improvement Project Manager (E)																						
	Cemetery Superintendent (E)																						
	Financial Analyst (E)																						
	Medical Services Coordinator (E)																						
	Parks Maintenance Superintendent (E)																						
330	Airport Manager (E)	$22.274	$22.719	$23.174	$23.637	$24.110	$24.592	$25.084	$25.586	$26.098	$26.619	$27.152	$27.695	$28.249	$28.814	$29.390	$29.978	$30.577	$31.189	$31.813	$32.449	$33.098	$33.760
	* Assistant City Prosecutor (E)	$46,330	$47,257	$48,202	$49,166	$50,149	$51,152	$52,175	$53,219	$54,283	$55,369	$56,476	$57,605	$58,758	$59,933	$61,131	$62,354	$63,601	$64,873	$66,171	$67,494	$68,844	$70,221
	Civil Engineer I (E)																						
	* Municipal Court Administrator (E)																						
340	CDBG Project Manager (E)	$23.388	$23.856	$24.333	$24.820	$25.316	$25.822	$26.339	$26.865	$27.403	$27.951	$28.510	$29.080	$29.662	$30.255	$30.860	$31.477	$32.107	$32.749	$33.404	$34.072	$34.753	$35.448
	Chief Building Official (E)	$48,647	$49,620	$50,612	$51,625	$52,657	$53,710	$54,784	$55,880	$56,998	$58,138	$59,300	$60,486	$61,696	$62,930	$64,189	$65,473	$66,782	$68,118	$69,480	$70,870	$72,287	$73,733
	City Prosecutor (E)																						
	* Infrastructure Superintendent (E)																						
	Network Manager																						
	Wastewater Plant Superintendent (E)																						

Grade	Position (* - unclassified according to city charter)	Step 1 (hrly/annual)	Step 2 (hrly/annual)	Step 3 (hrly/annual)	Step 4 (hrly/annual)	Step 5 (hrly/annual)	Step 6 (hrly/annual)	Step 7 (hrly/annual)	Step 8 (hrly/annual)	Step 9 (hrly/annual)	Step 10 (hrly/annual)	Step 11 (hrly/annual)	Step 12 (hrly/annual)	Step 13 (hrly/annual)	Step 14 (hrly/annual)	Step 15 (hrly/annual)	Step 16 (hrly/annual)	Step 17 (hrly/annual)	Step 18 (hrly/annual)	Step 19 (hrly/annual)	Step 20 (hrly/annual)	Step 21 (hrly/annual)	Step 22 (hrly/annual)
350	* Assistant City Attorney (E)	$24.557	$25.048	$25.549	$26.060	$26.581	$27.113	$27.655	$28.208	$28.772	$29.348	$29.935	$30.534	$31.144	$31.767	$32.402	$33.050	$33.711	$34.386	$35.073	$35.775	$36.490	$37.220
	* Assistant Director of Health & Env/Epid Coordinator (E)	$51,079	$52,100	$53,142	$54,205	$55,289	$56,395	$57,523	$58,673	$59,847	$61,044	$62,264	$63,510	$64,780	$66,076	$67,397	$68,745	$70,120	$71,522	$72,953	$74,412	$75,900	$77,418
	* Assistant Director of Planning, Development and Neighborhood Services (E) Civil Engineer II (E) * CVB Director (E)																						
360	* Assistant Director of Public Works/Operations (E)	$25.785	$26.301	$26.827	$27.363	$27.911	$28.469	$29.038	$29.619	$30.211	$30.815	$31.432	$32.060	$32.702	$33.356	$34.023	$34.703	$35.397	$36.105	$36.827	$37.564	$38.315	$39.081
	* Assistant Finance Director (E)	$53,633	$54,705	$55,800	$56,916	$58,054	$59,215	$60,399	$61,607	$62,839	$64,096	$65,378	$66,686	$68,019	$69,380	$70,767	$72,183	$73,626	$75,099	$76,601	$78,133	$79,696	$81,289
370	* Human Resources Director/Risk Mgmt (E)	$29.848	$30.445	$31.054	$31.675	$32.308	$32.955	$33.614	$34.286	$34.972	$35.671	$36.385	$37.112	$37.854	$38.612	$39.384	$40.171	$40.975	$41.794	$42.630	$43.483	$44.353	$45.240
		$62,084	$63,326	$64,592	$65,884	$67,202	$68,546	$69,916	$71,315	$72,741	$74,196	$75,680	$77,193	$78,737	$80,312	$81,918	$83,557	$85,228	$86,932	$88,671	$90,444	$92,253	$94,098
380	* Assistant Director of Public Works/Engineering (E)	$31.342	$31.969	$32.608	$33.260	$33.926	$34.604	$35.296	$36.002	$36.722	$37.457	$38.206	$38.970	$39.749	$40.544	$41.355	$42.182	$43.026	$43.886	$44.764	$45.659	$46.573	$47.504
	* Community Health Director (E)	$65,191	$66,495	$67,825	$69,182	$70,565	$71,977	$73,416	$74,884	$76,382	$77,910	$79,468	$81,057	$82,678	$84,332	$86,019	$87,739	$89,494	$91,284	$93,109	$94,972	$96,871	$98,808
	* Director of Planning, Development and Neighborhood Services (E) * Parks & Recreation Director (E)																						
390	* Director of Information Technology (E)	$32.908	$33.566	$34.237	$34.922	$35.621	$36.333	$37.060	$37.801	$38.557	$39.328	$40.115	$40.917	$41.735	$42.570	$43.421	$44.290	$45.176	$46.079	$47.001	$47.941	$48.900	$49.878
	* Finance Director (E)	$68,449	$69,818	$71,214	$72,638	$74,091	$75,573	$77,084	$78,626	$80,198	$81,802	$83,439	$85,107	$86,809	$88,546	$90,317	$92,123	$93,965	$95,845	$97,762	$99,717	$101,711	$103,745
410	* Public Works Director (E)	$36.281	$37.007	$37.747	$38.502	$39.272	$40.057	$40.858	$41.675	$42.509	$43.359	$44.226	$45.111	$46.013	$46.933	$47.872	$48.829	$49.806	$50.802	$51.818	$52.855	$53.912	$54.990
		$75,464	$76,974	$78,513	$80,084	$81,685	$83,319	$84,985	$86,685	$88,419	$90,187	$91,991	$93,831	$95,707	$97,621	$99,574	$101,565	$103,597	$105,668	$107,782	$109,937	$112,136	$114,379

162	Firefighter Trainee	$10.2301	$10.4839	$10.7380	$10.9921	$11.2459	$11.5000	$11.7541	$12.0079	$12.2620	$12.5161	$12.7699	$13.0240	$13.2782	$13.5319	$13.7861	$14.0398	$14.2940	$14.5481	$14.8019	$15.0560		
		$29,790	$30,529	$31,269	$32,009	$32,748	$33,488	$34,228	$34,967	$35,707	$36,447	$37,186	$37,926	$38,666	$39,405	$40,145	$40,884	$41,624	$42,364	$43,103	$43,843		
172	Firefighter/EMT	$10.7679	$11.0361	$11.3029	$11.5701	$11.8379	$12.1051	$12.3719	$12.6401	$12.9069	$13.1741	$13.4420	$13.7091	$13.9770	$14.2442	$14.5110	$14.7788	$15.0460	$15.3128	$15.5810	$15.8479		
		$31,356	$32,137	$32,914	$33,692	$34,472	$35,250	$36,027	$36,808	$37,585	$38,363	$39,143	$39,921	$40,701	$41,479	$42,256	$43,036	$43,814	$44,591	$45,372	$46,149		
192	Fire Driver/Engineer	$11.9880	$12.2751	$12.5622	$12.8489	$13.1360	$13.4231	$13.7102	$13.9969	$14.2840	$14.5711	$14.8578	$15.1449	$15.4320	$15.7191	$16.0058	$16.2919	$16.5790	$16.8661	$17.1532	$17.4399		
		$34,909	$35,745	$36,581	$37,416	$38,252	$39,088	$39,924	$40,759	$41,595	$42,431	$43,266	$44,102	$44,938	$45,774	$46,609	$47,442	$48,278	$49,114	$49,950	$50,785		
312	Fire Captain	$14.4900	$14.8359	$15.1820	$15.5282	$15.8740	$16.2191	$16.5649	$16.9111	$17.2569	$17.6020	$17.9481	$18.2940	$18.6401	$18.9859	$19.3310	$19.6769	$20.0230	$20.3692	$20.7139	$21.0601	$21.4059	$21.7521
		$42,195	$43,202	$44,210	$45,218	$46,225	$47,230	$48,237	$49,245	$50,252	$51,257	$52,265	$53,272	$54,280	$55,287	$56,292	$57,299	$58,307	$59,315	$60,319	$61,327	$62,334	$63,342
342	Battalion Chief (E)	$24.447	$24.962	$25.476	$25.991	$26.505	$27.020	$27.534	$28.049	$28.563	$29.078	$29.592	$30.107	$30.621	$31.136	$31.650	$32.165	$32.679	$33.194	$33.708	$34.223	$34.737	$35.252
	Fire Marshal (E)	$50,849	$51,921	$52,990	$54,061	$55,130	$56,202	$57,270	$58,342	$59,411	$60,482	$61,551	$62,623	$63,691	$64,763	$65,832	$66,903	$67,972	$69,044	$70,112	$71,184	$72,253	$73,324
	Fire Training Chief (E)																						
		$17.4619	$17.8300	$18.1971	$18.5649	$18.9320	$19.3001	$19.6669	$20.0350	$20.4021	$20.7699	$21.1370	$21.5052	$21.8719	$22.2400	$22.6071	$22.9749	$23.3420	$23.7102	$24.0769	$24.4451	$24.8122	$25.1799
		$50,849	$51,921	$52,990	$54,061	$55,130	$56,202	$57,270	$58,342	$59,411	$60,482	$61,551	$62,623	$63,691	$64,763	$65,832	$66,903	$67,972	$69,044	$70,112	$71,184	$72,253	$73,324
362	Deputy Fire Chief (E)	$27.917	$28.465	$29.013	$29.561	$30.109	$30.657	$31.205	$31.753	$32.301	$32.849	$33.397	$33.945	$34.492	$35.040	$35.588	$36.136	$36.684	$37.232	$37.780	$38.328	$38.876	$39.424
		$58,067	$59,207	$60,347	$61,487	$62,627	$63,767	$64,906	$66,046	$67,186	$68,326	$69,466	$70,606	$71,743	$72,883	$74,023	$75,163	$76,303	$77,443	$78,582	$79,722	$80,862	$82,002
402	Fire Chief (E)	$35.011	$35.824	$36.637	$37.450	$38.263	$39.076	$39.889	$40.702	$41.515	$42.328	$43.141	$43.954	$44.767	$45.580	$46.392	$47.205	$48.018	$48.831	$49.644	$50.457	$51.270	$52.083
		$72,823	$74,514	$76,205	$77,896	$79,587	$81,278	$82,969	$84,660	$86,351	$88,042	$89,733	$91,424	$93,115	$94,806	$96,495	$98,186	$99,877	$101,568	$103,260	$104,951	$106,642	$108,333

166	Police Officer Trainee	$14.167	$14.536	$14.904	$15.272	$15.640	$16.008	$16.376	$16.744	$17.113	$17.481	$17.849	$18.217	$18.585	$18.953	$19.321	$19.690	$20.058	$20.426	$20.794	$21.162		
		$29,467	$30,235	$31,000	$31,766	$32,531	$33,297	$34,062	$34,828	$35,595	$36,360	$37,126	$37,891	$38,657	$39,422	$40,188	$40,955	$41,721	$42,486	$43,252	$44,017		
196	Police Officer	$16.668	$17.101	$17.534	$17.967	$18.400	$18.833	$19.266	$19.699	$20.132	$20.566	$20.999	$21.432	$21.865	$22.298	$22.731	$23.164	$23.597	$24.030	$24.464	$24.897		
		$34,669	$35,570	$36,471	$37,371	$38,272	$39,173	$40,073	$40,974	$41,875	$42,777	$43,678	$44,579	$45,479	$46,380	$47,280	$48,181	$49,082	$49,982	$50,885	$51,786		
206	Police Corporal	$17.959	$18.409	$18.858	$19.307	$19.757	$20.206	$20.655	$21.105	$21.554	$22.003	$22.453	$22.902	$23.351	$23.801	$24.250	$24.699	$25.149	$25.598	$26.047	$26.496		
		$37,355	$38,291	$39,225	$40,159	$41,095	$42,028	$42,962	$43,898	$44,832	$45,766	$46,702	$47,636	$48,570	$49,506	$50,440	$51,374	$52,310	$53,244	$54,178	$55,112		
316	Police Sergeant	$20.203	$20.691	$21.179	$21.667	$22.155	$22.643	$23.131	$23.619	$24.107	$24.596	$25.084	$25.572	$26.060	$26.548	$27.036	$27.524	$28.012	$28.500	$28.988	$29.476	$29.964	$30.452
		$42,022	$43,037	$44,052	$45,067	$46,082	$47,097	$48,112	$49,128	$50,143	$51,160	$52,175	$53,190	$54,205	$55,220	$56,235	$57,250	$58,265	$59,280	$60,295	$61,310	$62,325	$63,340
346	Police Captain (E)	$26.170	$26.779	$27.388	$27.997	$28.606	$29.214	$29.823	$30.432	$31.041	$31.649	$32.258	$32.867	$33.476	$34.085	$34.693	$35.302	$35.911	$36.520	$37.128	$37.737	$38.346	$38.955
		$54,434	$55,700	$56,967	$58,234	$59,500	$60,765	$62,032	$63,299	$64,565	$65,830	$67,097	$68,363	$69,630	$70,897	$72,161	$73,428	$74,695	$75,962	$77,226	$78,493	$79,760	$81,026
366	Assistant Police Chief (E)	$26.866	$27.526	$28.185	$28.844	$29.504	$30.163	$30.822	$31.482	$32.141	$32.800	$33.460	$34.119	$34.778	$35.438	$36.097	$36.756	$37.416	$38.075	$38.734	$39.394	$40.053	$40.712
		$55,881	$57,254	$58,625	$59,996	$61,368	$62,739	$64,110	$65,483	$66,853	$68,224	$69,597	$70,968	$72,338	$73,711	$75,082	$76,452	$77,825	$79,196	$80,567	$81,940	$83,310	$84,681
406	Police Chief (E)	$34.555	$35.389	$36.224	$37.059	$37.894	$38.728	$39.563	$40.398	$41.232	$42.067	$42.902	$43.736	$44.571	$45.406	$46.240	$47.075	$47.910	$48.744	$49.579	$50.414	$51.248	$52.083
		$71,874	$73,609	$75,346	$77,083	$78,820	$80,554	$82,291	$84,028	$85,763	$87,499	$89,236	$90,971	$92,708	$94,444	$96,179	$97,916	$99,653	$101,388	$103,124	$104,861	$106,596	$108,333

CITY OF JOPLIN

EXHIBIT "B"-SALARY ADMINISTRATION PLAN FOR

PART-TIME SEASONALS

EFFECTIVE FEBRUARY 28, 2019

	REGULAR Part-Time Hourly	Step 1- Hr.	Step 2 - Hr.	Step 3 - Hr.
530	Peer Counselor	$ 10.107	$ 10.511	$ 10.931
555	Interpreter/Translator	$ 10.675	$ 11.102	$ 11.546
570	Lead Peer Counselor	$ 12.124	$ 12.609	$ 13.114

	SEASONAL Part -Time Hourly	Step 1- Hr.	Step 2 - Hr.	Step 3 - Hr.
500	Cashiers - Part-Time Outside Service Attendant-Seasonal	$ 8.668	$ 9.014	$ 9.375
502	Clerk-Part-Time	$ 9.102	$ 9.466	$ 9.844
505	Recreation Instructor-Part-Time	$ 9.534	$ 9.915	$ 10.313
520	Laborer-Part-Time	$ 9.915	$ 10.313	$ 10.725
540	School Crossing Guard-Part-Time	$ 10.313	$ 10.725	$ 11.155
555	Police Reserve Officer-Part-Time	$ 10.675	$ 11.102	$ 11.546
560	School Crossing Guard Coordinator-Part-Time	$ 11.155	$ 11.600	$ 12.066
570	Engineering Aid-Part-Time	$ 12.124	$ 12.609	$ 13.114
580	Court Bailiff-Part-Time	$ 15.759	$ 16.389	$ 17.045
600	Cashier - Seasonal Lifeguard-Seasonal	$ 8.668	$ 9.014	$ 9.375
610	Pool Operator-Seasonal	$ 9.915	$ 10.313	$ 10.725
620	Athletic Coordinator-Seasonal Aquatic Supervisor-Seasonal Concessions Coordinator-Seasonal Day Camp Director-Seasonal Golf Lead Cashier-Seasonal	$ 10.725	$ 11.155	$ 11.601

COUNCIL BILL NO. 2019-604 ORDINANCE NO.

AN ORDINANCE approving the reclassification of a position for the Police Department; and, amending the Annual Budget of the City of Joplin for the Fiscal Year 2018-2019 as adopted by Ordinance 208-145 on October 15, 2018.

WHEREAS, the City of Joplin desires to reclassify a Police Officer position to a Police Services Assistant position within the Police Department, and,

WHEREAS, having referred the subject matter of this Council Bill to the City Personnel Board and having received the favorable recommendation thereof.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, as follows:

Section 1. That a Police Officer position be reclassified to a Police Services Assistant position within the Police Department as shown on Exhibit "A" attached hereto within the Salary Administration Plan of the City of Joplin.

Section 2. That Fiscal year 2018-2019 budgeted appropriations as adopted by Ordinance 2018-145 be amended by decreasing overall appropriations by the total amount of Eight Thousand Nine Hundred Eight Dollars and No Cents ($8,908.00) for the purposes and amounts shown in Schedule "1" attached hereto.

Section 3. That the Director of Finance is hereby authorized and directed to make all necessary entries on the City records to show the decrease in appropriations.

PASSED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI this _____day of _____, 2019.

_____

Gary L. Shaw, Mayor

ATTEST:

_____

Barbara J. Gollhofer, City Clerk

APPROVE AS TO FORM:

_____

Peter C. Edwards, City Attorney

CITY OF JOPLIN
POLICE RECLASSIFICATION IMPACT
AS OF JANUARY 11, 2019
SCHEDULE "1"

Police Services Assistant (Range 196 to 140):

DESCRIPTION	BUDGET AMOUNT	RECLASSIFICATION AMOUNT	INCREASE/ (DECREASE)
REGULAR WAGES	34,667	31,230	(3,437)
FAMILY DENTAL INSURANCE	595	595	-
DISABILITY		104	104
MEDICARE	503	383	(120)
SOCIAL SECURITY	-	1,639	1,639
FAMILY HEALTH INSURANCE	12,296	12,296	-
LIFE INSURANCE	74	67	(7)
RETIREMENT	10,736	3,966	(6,770)
WORKER'S COMPENSATION	1,113	796	(317)
TOTAL ANNUAL IMPACT	59,984	51,076	(8,908)

Note: Budget amendment is a reduction in general fund expenditures.

JOB DESCRIPTION
CITY OF JOPLIN
Police Services Assistant

Exhibit C

TITLE: Police Services Assistant

DEPARTMENT: Police

DESCRIPTION:

Under general direction, performs a variety of complex or specialized police support activities in an assigned work unit.

GENERAL DUTIES AND RESPONSIBILITIES:

THE FOLLOWING DUTIES ARE NORMAL FOR THIS TITLE. THESE ARE NOT TO BE CONSTRUED AS EXCLUSIVE OR ALLINCLUSIVE. OTHER DUTIES MAY BE REQUIRED AND ASSIGNED.

- Attendance, dependability and communication are extremely important in this job.
- Must maintain confidentiality.

SPECIFIC TASKS AND RESPONSIBILITIES:

WHILE FOLLOWING TASKS ARE NECESSARY FOR THIS POSITION, THEY ARE NOT AN ESSENTIAL PART OF THE DUTIES

OF THIS POSITION AND MAY ALSO BE PERFORMED BY OTHER EMPLOYEES.

- Answers phone calls from the public, responds to requests for specialized information such as Department policies/procedures or programs and/or guidelines for program/service participation.
- Routes calls needing technical response to the appropriate staff member for resolution.
- Enters a variety of information into computerized data bases, including police activity reports, arrest warrants, City Ordinances, case status reports, and client information updates.
- Maintains records/filing systems containing specialized or confidential information/materials.
- Researches and prepares a variety of reports/correspondence regarding Department activities/programs.
- Works at the Joplin PD Lobby, responding to the communities questions and complaints through telephone calls and/or in person inquiries.
- Requires knowledge of federal, state, and local laws and department rules and procedures.
- Uses analytical ability and makes considerable judgement determinations to write a police report.
    - Will know how to classify and construct the report, applying laws and department guidelines.
- On occasion, may receive, handle and log evidence into the evidence room from reports, following department procedure and proper chain of custody.

- Exercises sound judgement regarding the release of information, including police reports to the general public according to federal, state, and local law, as well as department policy.
- Ability to provide credible testimony in a court of law when required.

OTHER TASKS, DUTIES AND RESPONSIBILITIES:

- The duties and responsibilities listed in this job description shall not to be construed as an exclusive or all-inclusive list of the duties associated with this position.
- The supervisor may on occasion assign other duties which are not specifically listed in this job description, provided the employee is qualified and certified/licensed to perform these additional functions.

GENERAL PHYSICAL REQUIREMENTS:

LANGUAGE ABILITY AND INTERPERSONAL COMMUNICATION

- Skill in establishing and maintaining effective working relationships with other City employees at all levels and the public.

MATHEMATICAL ABILITY

- Knowledge of basic bookkeeping procedures.

JUDGMENT AND SITUATIONAL REASONING ABILITY

- Knowledge of the Missouri Uniform License Examination System as well as being able to successfully complete any training in order to have access to the Missouri Uniform License Examination System.
- Knowledge of the staff and operating policies/procedures of the work unit to which assigned.

PHYSICAL REQUIREMENTS

- Normally performs sedentary work; requires long periods of sitting and standing.
- Manual dexterity sufficient to operate essential job related equipment such as computers, typewriters, FAX machines, copiers, and telephones.
- Must be hearing, sighted, and mobile to such a degree as not to compromise safety rules and safety of self/others while working.
- Must be able to read and interpret policies and documents.

ENVIRONMENTAL ADAPTABILITY

- Knowledge of general office procedures, including filing systems, formats for various reports and correspondence, and the operation of standard office equipment/machines.
- Skill in operating standard office equipment/machines, including computers, FAX machines, copiers, calculators, and telephones.
- Skill in operating a keyboard to type correspondence and/or to enter information into various computerized data bases.
- Skill in preparing a variety of records, reports, and correspondence using appropriate format.
- Skill in maintaining filing/records systems.

JOB DESCRIPTION
CITY OF JOPLIN
Police Services Assistant

GENERAL QUALIFICATIONS:

- Graduation from high school or G.E.D. equivalent.
- Must type at least 40 wpm NET.
- Must possess a valid driver's license and be able to successfully complete a thorough background check, and successfully complete a physical exam and drug test.
- Missouri POST certification is preferred, but not required.

_____ _____

Employee Name (Please Print) Date

_____

___ Employee Name (Signature)

POLICE DEPARTMENT	APPROVED 4/00
ORDINANCE #	PAY RANGE: 140

CITY OF JOPLIN
COUNCIL AGENDA ITEM

ITEM
Council Bill 2019-604 -approving the reclassification of position for Police Department; and, amending the Annual Budget of the City of Joplin for the Fiscal Year 2017-2018.

MEETING DATE
January 22, 2019

ORIGINATING DEPT
Human Resources Department

ATTACHMENTS
Council Bill 2019-604 Ordinance; Budget Amendment; Schedule A; Personnel Board meeting minutes and supporting documents.

REVIEWED BY
HR Director: David Allgood; Police Chief: Matt Stewart; Finance Director: Leslie Haase; City Attorney: Peter Edwards; City Manager: Sam Anselm

SUMMARY
This Council Bill approves a change to reorganize the Police Department; and reclassify Police Officer to Police Services Assistant.

BACKGROUND
The Police Department has had a Telephone Reporting Officer position within the agency for several years which has been filled by a sworn police officer. This position is responsible for handling report calls that come into our agency that can be handled over the phone as well as taking report from calls and from walk-ins into the Police Department. This position takes some of the workload off the officers that are working a beat and keeps the beat officers available for pro-active patrol efforts as well as keeping them available to respond to in-progress types of calls. Due to police staffing shortages, it has not been possible to fill this position for quite some time.

The Police Department proposal is to change this position into a full-time civilian position instead of filling it with a sworn police officer position. Our plan is to recruit for this position from the MSSU or Crowder College Criminal Justice Programs that has knowledge of criminal justice and would have an interest in learning more about the criminal justice system. In addition, the department would investigate hiring retired police officers into this position as a civilian. In the beginning this position would be an 8-5 Monday through Friday. If successful we will consider expanding into a second position that would work more of an evening shift. The department would provide training to the civilian on criminal law as well as training on our reporting system.

This position would work under the direct supervision of the Professional Standards Captain and would work in our Records Division. The department has researched this type of position and found that the Springfield, MO Police Department utilizes this concept and it works out very well for them.

The civilian position would handle all “officer needs to call” types of calls as well as walk-in reports that come into our lobby.

In 2017, the City of Joplin had 1,554 "Lobby Calls". This position would significantly reduce the wait time of the people that come into our lobby to make a report. They currently must wait for an officer to come in off the street to take the report, which at times, can be 30-45 minutes depending upon call volume. This position would also manage our on-line reporting which is currently being handled by a sworn police officer. Depending on the work load and the ability of the civilian that we place in this position the person may also assist us with grant writing. This position would also assist in placing Body Worn Camera video and In-Car camera video onto DVD's and then placing those into evidence for court purposes later.

This position will be funded by eliminating one sworn officer position within our agency. The civilian position will be in range 140 of the pay plan which is one range above a Senior Clerk position. This position will also be a part of the LAGERS retirement system and not a part of the Police and Fire Pension. By replacing this sworn position with a civilian position, it will be a cost savings to the City.

FUNDING SOURCE

The general fund budget is being decreased by $8,908.00 to reflect the reclassification of a sworn police officer to a civilian position at a lower grade of 140.

RECOMMENDATION

Staff recommends approval of this council bill on First Reading.

CITY OF JOPLIN
EXHIBIT "A"-SALARY ADMINISTRATION PLAN
FOR CLASSIFIED AND UNCLASSIFIED POSITIONS
EFFECTIVE FEBRUARY 25, 2019
* - unclassified position according to city charter (E) - exempt according to FLSA

Grade	Position (* - unclassified according to city charter)	Step 1 (hrly/annual)	Step 2 (hrly/annual)	Step 3 (hrly/annual)	Step 4 (hrly/annual)	Step 5 (hrly/annual)	Step 6 (hrly/annual)	Step 7 (hrly/annual)	Step 8 (hrly/annual)	Step 9 (hrly/annual)	Step 10 (hrly/annual)	Step 11 (hrly/annual)	Step 12 (hrly/annual)	Step 13 (hrly/annual)	Step 14 (hrly/annual)	Step 15 (hrly/annual)	Step 16 (hrly/annual)	Step 17 (hrly/annual)	Step 18 (hrly/annual)	Step 19 (hrly/annual)	Step 20 (hrly/annual)	Step 21 (hrly/annual)	Step 22 (hrly/annual)
100	Cook	$9.719 $20,216	$9.913 $20,620	$10.112 $21,032	$10.314 $21,453	$10.520 $21,882	$10.731 $22,320	$10.945 $22,766	$11.164 $23,221	$11.387 $23,686	$11.615 $24,159	$11.847 $24,643	$12.084 $25,135	$12.326 $25,638	$12.573 $26,151	$12.824 $26,674	$13.080 $27,207	$13.342 $27,752	$13.609 $28,307	$13.881 $28,873	$14.159 $29,450		
110	Custodian Laborer I Utility Worker WIC Certifier	$10.714 $22,285	$10.928 $22,731	$11.147 $23,185	$11.370 $23,649	$11.597 $24,122	$11.829 $24,605	$12.066 $25,097	$12.307 $25,599	$12.553 $26,111	$12.804 $26,633	$13.060 $27,165	$13.322 $27,709	$13.588 $28,263	$13.860 $28,828	$14.137 $29,405	$14.420 $29,993	$14.708 $30,593	$15.002 $31,205	$15.302 $31,829	$15.608 $32,465		
120	Airport Operations Worker Court Assistant I Transit Dispatcher Transit Driver I	$11.250 $23,400	$11.475 $23,868	$11.705 $24,345	$11.939 $24,832	$12.177 $25,329	$12.421 $25,835	$12.669 $26,352	$12.923 $26,879	$13.181 $27,417	$13.445 $27,965	$13.714 $28,524	$13.988 $29,095	$14.268 $29,677	$14.553 $30,270	$14.844 $30,876	$15.141 $31,493	$15.444 $32,123	$15.753 $32,766	$16.068 $33,421	$16.389 $34,089		
130	Automotive Service Worker Laborer II Recreation Leader Senior Clerk Transit Driver II Wastewater Laboratory Assistant Wastewater Plant Utility Worker	$11.812 $24,569	$12.048 $25,060	$12.289 $25,562	$12.535 $26,073	$12.786 $26,594	$13.041 $27,126	$13.302 $27,669	$13.568 $28,222	$13.840 $28,786	$14.116 $29,362	$14.399 $29,949	$14.687 $30,548	$14.980 $31,159	$15.280 $31,783	$15.586 $32,418	$15.897 $33,067	$16.215 $33,728	$16.540 $34,402	$16.870 $35,091	$17.208 $35,792		
140	Compliance Officer I Detention Officer Engineering Assistant Equipment Operator Human Resources Assistant Parks Caretaker Police Services Assistant Utility Locator	$12.402 $25,796	$12.650 $26,312	$12.903 $26,838	$13.161 $27,375	$13.424 $27,923	$13.693 $28,481	$13.967 $29,051	$14.246 $29,632	$14.531 $30,224	$14.822 $30,829	$15.118 $31,445	$15.420 $32,074	$15.729 $32,716	$16.043 $33,370	$16.364 $34,037	$16.691 $34,718	$17.025 $35,413	$17.366 $36,121	$17.713 $36,843	$18.067 $37,580		
150	Animal Control Officer Court Assistant II CVB Tourism & Events Specialist Parks Facilities Maintenance Technician Recreation Coordinator Traffic Markings and Sign Technician Transit Driver Supervisor	$13.023 $27,088	$13.283 $27,630	$13.549 $28,182	$13.820 $28,746	$14.097 $29,321	$14.378 $29,907	$14.666 $30,505	$14.959 $31,115	$15.259 $31,738	$15.564 $32,372	$15.875 $33,020	$16.192 $33,680	$16.516 $34,354	$16.847 $35,041	$17.184 $35,742	$17.527 $36,457	$17.878 $37,186	$18.235 $37,930	$18.600 $38,688	$18.972 $39,462		
160	Accounting Specialist Airport Operations Supervisor Automotive Mechanic I Compliance Officer II Evidence Technician Heavy Equipment Operator Human Resources Specialist Legal Specialist Public Safety Communications Operator Wastewater Plant Operator	$14.358 $29,865	$14.645 $30,462	$14.938 $31,071	$15.237 $31,693	$15.542 $32,326	$15.852 $32,973	$16.169 $33,632	$16.493 $34,305	$16.823 $34,991	$17.159 $35,691	$17.502 $36,405	$17.852 $37,133	$18.209 $37,876	$18.574 $38,633	$18.945 $39,406	$19.324 $40,194	$19.710 $40,998	$20.105 $41,818	$20.507 $42,654	$20.917 $43,507		
170	Assistant City Clerk Crime Analyst/Accreditation Coordinator (E) Engineering Technician Jail Shift Supervisor Lead Cemetery Caretaker Lead Parks Caretaker Neighborhood Improvement Officer Traffic Signal Technician Wastewater Laboratory Technician	$15.077 $31,360	$15.379 $31,987	$15.686 $32,627	$16.000 $33,280	$16.320 $33,945	$16.646 $34,624	$16.979 $35,317	$17.319 $36,023	$17.665 $36,743	$18.018 $37,478	$18.379 $38,228	$18.746 $38,992	$19.121 $39,772	$19.504 $40,568	$19.894 $41,379	$20.292 $42,207	$20.697 $43,051	$21.111 $43,912	$21.534 $44,790	$21.964 $45,686		

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180	Automotive Mechanic II	$15.829	$16.146	$16.468	$16.798	$17.134	$17.476	$17.826	$18.183	$18.546	$18.917	$19.295	$19.681	$20.075	$20.476	$20.886	$21.304	$21.730	$22.164	$22.608	$23.060		
	Building Maintenance Technician	$32,924	$33,583	$34,254	$34,940	$35,638	$36,351	$37,078	$37,820	$38,576	$39,348	$40,135	$40,937	$41,756	$42,591	$43,443	$44,312	$45,198	$46,102	$47,024	$47,965		
	Nutritionist I (E)																						
	Wastewater Plant Technician																						
190	Building Inspector	$16.621	$16.953	$17.292	$17.638	$17.991	$18.351	$18.718	$19.092	$19.474	$19.864	$20.261	$20.666	$21.079	$21.501	$21.931	$22.370	$22.817	$23.273	$23.739	$24.214		
	Construction Inspector	$34,572	$35,263	$35,968	$36,688	$37,421	$38,170	$38,933	$39,712	$40,506	$41,316	$42,143	$42,986	$43,845	$44,722	$45,617	$46,529	$47,460	$48,409	$49,377	$50,364		
	Environmental Public Health Specialist I (E)																						
	GIS Technician																						
	Property Negotiator/Appraiser																						
200	Community Health Planner/Educator (E)	$17.451	$17.800	$18.156	$18.519	$18.890	$19.267	$19.653	$20.046	$20.447	$20.856	$21.273	$21.698	$22.132	$22.575	$23.026	$23.487	$23.956	$24.436	$24.924	$25.423		
	Golf Course Maintenance Supervisor (E)	$36,298	$37,024	$37,765	$38,520	$39,290	$40,076	$40,878	$41,695	$42,529	$43,380	$44,247	$45,132	$46,035	$46,955	$47,895	$48,852	$49,829	$50,826	$51,843	$52,879		
	Nutritionist II (E)																						
	Planner (E)																						
	Public Safety Communications Supervisor																						
	Utility Billing Supervisor																						
	Wastewater Pretreatment Technician																						
210	Building Maintenance Supervisor (E)	$18.324	$18.690	$19.064	$19.446	$19.834	$20.231	$20.636	$21.049	$21.469	$21.899	$22.337	$22.784	$23.239	$23.704	$24.178	$24.662	$25.155	$25.658	$26.171	$26.695		
	Chief Wastewater Plant Technician	$38,114	$38,876	$39,654	$40,447	$41,256	$42,081	$42,922	$43,781	$44,657	$45,550	$46,461	$47,390	$48,338	$49,304	$50,291	$51,296	$52,322	$53,369	$54,436	$55,525		
	Communications Technician																						
	Asst CVB Dir/Director of Sales/CVB (E)																						
	Environmental Public Health Specialist II (E)																						
	Fire Apparatus Fleet Manager																						
	IT Analyst																						
	Land Surveyor (E)																						
	Public Safety Communications Manager (E)																						
	Solid Waste & Stormwater Education Manager (E)																						
	Wastewater Plant Manager (E)																						
300	Assistant to the City Manager (E)	$19.240	$19.625	$20.017	$20.418	$20.826	$21.243	$21.667	$22.101	$22.543	$22.994	$23.453	$23.923	$24.401	$24.889	$25.387	$25.895	$26.412	$26.941	$27.479	$28.029	$28.590	$29.161
	Fleet Maintenance Supervisor (E)	$40,019	$40,820	$41,636	$42,469	$43,318	$44,184	$45,068	$45,969	$46,889	$47,827	$48,783	$49,759	$50,754	$51,769	$52,804	$53,861	$54,938	$56,037	$57,157	$58,300	$59,466	$60,656
	Golf Course Professional (E)																						
	Infrastructure Maintenance Supervisor (E)																						
	Plans Reviewer																						
	Recreation Manager (E)																						
	Wastewater Laboratory Supervisor																						
	Wastewater Pretreatment Inspector																						
310	Assistant Wastewater Plant Superintendent	$20.203	$20.607	$21.019	$21.440	$21.868	$22.306	$22.752	$23.207	$23.671	$24.144	$24.627	$25.120	$25.622	$26.135	$26.657	$27.191	$27.734	$28.289	$28.855	$29.432	$30.021	$30.621
	Communications Technician Manager (E)	$42,022	$42,863	$43,720	$44,594	$45,486	$46,396	$47,324	$48,270	$49,236	$50,220	$51,225	$52,249	$53,294	$54,360	$55,447	$56,556	$57,688	$58,841	$60,018	$61,218	$62,443	$63,692
	Community Health Nurse (E)																						
	Emergency Management Coordinator (E)																						
	Jail Administrator (E)																						
	Public Information Officer (E)																						
	Regional Response Planner (E)																						
	Senior Accountant (E)																						
	Transportation Coordinator (E)																						
	WIC Services Coordinator (E)																						
320	* Assistant Director of Human Resources/Safety Manager (E)	$21.213	$21.637	$22.070	$22.511	$22.962	$23.421	$23.889	$24.367	$24.854	$25.351	$25.859	$26.376	$26.903	$27.441	$27.990	$28.550	$29.121	$29.703	$30.297	$30.903	$31.521	$32.152
	Athletic Facilites Superintendent (E)	$44,123	$45,006	$45,906	$46,824	$47,760	$48,715	$49,690	$50,684	$51,697	$52,731	$53,786	$54,861	$55,959	$57,078	$58,219	$59,384	$60,571	$61,783	$63,019	$64,279	$65,565	$66,876
	Capital Improvement Project Manager (E)																						
	Cemetery Superintendent (E)																						
	Financial Analyst (E)																						
	Medical Services Coordinator (E)																						
	Parks Maintenance Superintendent (E)																						
330	Airport Manager (E)	$22.274	$22.719	$23.174	$23.637	$24.110	$24.592	$25.084	$25.586	$26.098	$26.619	$27.152	$27.695	$28.249	$28.814	$29.390	$29.978	$30.577	$31.189	$31.813	$32.449	$33.098	$33.760
	* Assistant City Prosecutor (E)	$46,330	$47,257	$48,202	$49,166	$50,149	$51,152	$52,175	$53,219	$54,283	$55,369	$56,476	$57,605	$58,758	$59,933	$61,131	$62,354	$63,601	$64,873	$66,171	$67,494	$68,844	$70,221
	Civil Engineer I (E)																						
	* Municipal Court Administrator (E)																						
340	CDBG Project Manager (E)	$23.388	$23.856	$24.333	$24.820	$25.316	$25.822	$26.339	$26.865	$27.403	$27.951	$28.510	$29.080	$29.662	$30.255	$30.860	$31.477	$32.107	$32.749	$33.404	$34.072	$34.753	$35.448
	Chief Building Official (E)	$48,647	$49,620	$50,612	$51,625	$52,657	$53,710	$54,784	$55,880	$56,998	$58,138	$59,300	$60,486	$61,696	$62,930	$64,189	$65,473	$66,782	$68,118	$69,480	$70,870	$72,287	$73,733
	City Prosecutor (E)																						
	* Infrastructure Superintendent (E)																						
	Network Manager																						
	Wastewater Plant Superintendent (E)																						

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350	* Assistant City Attorney (E)	$24.557	$25.048	$25.549	$26.060	$26.581	$27.113	$27.655	$28.208	$28.772	$29.348	$29.935	$30.534	$31.144	$31.767	$32.402	$33.050	$33.711	$34.386	$35.073	$35.775	$36.490	$37.220
	* Assistant Director of Health & Env/Epid Coordinator (E)	$51,079	$52,100	$53,142	$54,205	$55,289	$56,395	$57,523	$58,673	$59,847	$61,044	$62,264	$63,510	$64,780	$66,076	$67,397	$68,745	$70,120	$71,522	$72,953	$74,412	$75,900	$77,418
	* Assistant Director of Planning, Development and Neighborhood Services (E) Civil Engineer II (E) * CVB Director (E)																						
360	* Assistant Director of Public Works/Operations (E)	$25.785	$26.301	$26.827	$27.363	$27.911	$28.469	$29.038	$29.619	$30.211	$30.815	$31.432	$32.060	$32.702	$33.356	$34.023	$34.703	$35.397	$36.105	$36.827	$37.564	$38.315	$39.081
	* Assistant Finance Director (E)	$53,633	$54,705	$55,800	$56,916	$58,054	$59,215	$60,399	$61,607	$62,839	$64,096	$65,378	$66,686	$68,019	$69,380	$70,767	$72,183	$73,626	$75,099	$76,601	$78,133	$79,696	$81,289
370	* Human Resources Director/Risk Mgmt (E)	$29.848	$30.445	$31.054	$31.675	$32.308	$32.955	$33.614	$34.286	$34.972	$35.671	$36.385	$37.112	$37.854	$38.612	$39.384	$40.171	$40.975	$41.794	$42.630	$43.483	$44.353	$45.240
		$62,084	$63,326	$64,592	$65,884	$67,202	$68,546	$69,916	$71,315	$72,741	$74,196	$75,680	$77,193	$78,737	$80,312	$81,918	$83,557	$85,228	$86,932	$88,671	$90,444	$92,253	$94,098
380	* Assistant Director of Public Works/Engineering (E)	$31.342	$31.969	$32.608	$33.260	$33.926	$34.604	$35.296	$36.002	$36.722	$37.457	$38.206	$38.970	$39.749	$40.544	$41.355	$42.182	$43.026	$43.886	$44.764	$45.659	$46.573	$47.504
	* Community Health Director (E)	$65,191	$66,495	$67,825	$69,182	$70,565	$71,977	$73,416	$74,884	$76,382	$77,910	$79,468	$81,057	$82,678	$84,332	$86,019	$87,739	$89,494	$91,284	$93,109	$94,972	$96,871	$98,808
	* Director of Planning, Development and Neighborhood Services (E) * Parks & Recreation Director (E)																						
390	* Director of Information Technology (E)	$32.908	$33.566	$34.237	$34.922	$35.621	$36.333	$37.060	$37.801	$38.557	$39.328	$40.115	$40.917	$41.735	$42.570	$43.421	$44.290	$45.176	$46.079	$47.001	$47.941	$48.900	$49.878
	* Finance Director (E)	$68,449	$69,818	$71,214	$72,638	$74,091	$75,573	$77,084	$78,626	$80,198	$81,802	$83,439	$85,107	$86,809	$88,546	$90,317	$92,123	$93,965	$95,845	$97,762	$99,717	$101,711	$103,745
410	* Public Works Director (E)	$36.281	$37.007	$37.747	$38.502	$39.272	$40.057	$40.858	$41.675	$42.509	$43.359	$44.226	$45.111	$46.013	$46.933	$47.872	$48.829	$49.806	$50.802	$51.818	$52.855	$53.912	$54.990
		$75,464	$76,974	$78,513	$80,084	$81,685	$83,319	$84,985	$86,685	$88,419	$90,187	$91,991	$93,831	$95,707	$97,621	$99,574	$101,565	$103,597	$105,668	$107,782	$109,937	$112,136	$114,379

162	Firefighter Trainee	$10.2301	$10.4839	$10.7380	$10.9921	$11.2459	$11.5000	$11.7541	$12.0079	$12.2620	$12.5161	$12.7699	$13.0240	$13.2782	$13.5319	$13.7861	$14.0398	$14.2940	$14.5481	$14.8019	$15.0560		
		$29,790	$30,529	$31,269	$32,009	$32,748	$33,488	$34,228	$34,967	$35,707	$36,447	$37,186	$37,926	$38,666	$39,405	$40,145	$40,884	$41,624	$42,364	$43,103	$43,843		
172	Firefighter/EMT	$10.7679	$11.0361	$11.3029	$11.5701	$11.8379	$12.1051	$12.3719	$12.6401	$12.9069	$13.1741	$13.4420	$13.7091	$13.9770	$14.2442	$14.5110	$14.7788	$15.0460	$15.3128	$15.5810	$15.8479		
		$31,356	$32,137	$32,914	$33,692	$34,472	$35,250	$36,027	$36,808	$37,585	$38,363	$39,143	$39,921	$40,701	$41,479	$42,256	$43,036	$43,814	$44,591	$45,372	$46,149		
192	Fire Driver/Engineer	$11.9880	$12.2751	$12.5622	$12.8489	$13.1360	$13.4231	$13.7102	$13.9969	$14.2840	$14.5711	$14.8578	$15.1449	$15.4320	$15.7191	$16.0058	$16.2919	$16.5790	$16.8661	$17.1532	$17.4399		
		$34,909	$35,745	$36,581	$37,416	$38,252	$39,088	$39,924	$40,759	$41,595	$42,431	$43,266	$44,102	$44,938	$45,774	$46,609	$47,442	$48,278	$49,114	$49,950	$50,785		
312	Fire Captain	$14.4900	$14.8359	$15.1820	$15.5282	$15.8740	$16.2191	$16.5649	$16.9111	$17.2569	$17.6020	$17.9481	$18.2940	$18.6401	$18.9859	$19.3310	$19.6769	$20.0230	$20.3692	$20.7139	$21.0601	$21.4059	$21.7521
		$42,195	$43,202	$44,210	$45,218	$46,225	$47,230	$48,237	$49,245	$50,252	$51,257	$52,265	$53,272	$54,280	$55,287	$56,292	$57,299	$58,307	$59,315	$60,319	$61,327	$62,334	$63,342
342	Battalion Chief (E)	$24.447	$24.962	$25.476	$25.991	$26.505	$27.020	$27.534	$28.049	$28.563	$29.078	$29.592	$30.107	$30.621	$31.136	$31.650	$32.165	$32.679	$33.194	$33.708	$34.223	$34.737	$35.252
	Fire Marshal (E)	$50,849	$51,921	$52,990	$54,061	$55,130	$56,202	$57,270	$58,342	$59,411	$60,482	$61,551	$62,623	$63,691	$64,763	$65,832	$66,903	$67,972	$69,044	$70,112	$71,184	$72,253	$73,324
	Fire Training Chief (E)																						
		$17.4619	$17.8300	$18.1971	$18.5649	$18.9320	$19.3001	$19.6669	$20.0350	$20.4021	$20.7699	$21.1370	$21.5052	$21.8719	$22.2400	$22.6071	$22.9749	$23.3420	$23.7102	$24.0769	$24.4451	$24.8122	$25.1799
		$50,849	$51,921	$52,990	$54,061	$55,130	$56,202	$57,270	$58,342	$59,411	$60,482	$61,551	$62,623	$63,691	$64,763	$65,832	$66,903	$67,972	$69,044	$70,112	$71,184	$72,253	$73,324
362	Deputy Fire Chief (E)	$27.917	$28.465	$29.013	$29.561	$30.109	$30.657	$31.205	$31.753	$32.301	$32.849	$33.397	$33.945	$34.492	$35.040	$35.588	$36.136	$36.684	$37.232	$37.780	$38.328	$38.876	$39.424
		$58,067	$59,207	$60,347	$61,487	$62,627	$63,767	$64,906	$66,046	$67,186	$68,326	$69,466	$70,606	$71,743	$72,883	$74,023	$75,163	$76,303	$77,443	$78,582	$79,722	$80,862	$82,002
402	Fire Chief (E)	$35.011	$35.824	$36.637	$37.450	$38.263	$39.076	$39.889	$40.702	$41.515	$42.328	$43.141	$43.954	$44.767	$45.580	$46.392	$47.205	$48.018	$48.831	$49.644	$50.457	$51.270	$52.083
		$72,823	$74,514	$76,205	$77,896	$79,587	$81,278	$82,969	$84,660	$86,351	$88,042	$89,733	$91,424	$93,115	$94,806	$96,495	$98,186	$99,877	$101,568	$103,260	$104,951	$106,642	$108,333

166	Police Officer Trainee	$14.167	$14.536	$14.904	$15.272	$15.640	$16.008	$16.376	$16.744	$17.113	$17.481	$17.849	$18.217	$18.585	$18.953	$19.321	$19.690	$20.058	$20.426	$20.794	$21.162		
		$29,467	$30,235	$31,000	$31,766	$32,531	$33,297	$34,062	$34,828	$35,595	$36,360	$37,126	$37,891	$38,657	$39,422	$40,188	$40,955	$41,721	$42,486	$43,252	$44,017		
196	Police Officer	$16.668	$17.101	$17.534	$17.967	$18.400	$18.833	$19.266	$19.699	$20.132	$20.566	$20.999	$21.432	$21.865	$22.298	$22.731	$23.164	$23.597	$24.030	$24.464	$24.897		
		$34,669	$35,570	$36,471	$37,371	$38,272	$39,173	$40,073	$40,974	$41,875	$42,777	$43,678	$44,579	$45,479	$46,380	$47,280	$48,181	$49,082	$49,982	$50,885	$51,786		
206	Police Corporal	$17.959	$18.409	$18.858	$19.307	$19.757	$20.206	$20.655	$21.105	$21.554	$22.003	$22.453	$22.902	$23.351	$23.801	$24.250	$24.699	$25.149	$25.598	$26.047	$26.496		
		$37,355	$38,291	$39,225	$40,159	$41,095	$42,028	$42,962	$43,898	$44,832	$45,766	$46,702	$47,636	$48,570	$49,506	$50,440	$51,374	$52,310	$53,244	$54,178	$55,112		
316	Police Sergeant	$20.203	$20.691	$21.179	$21.667	$22.155	$22.643	$23.131	$23.619	$24.107	$24.596	$25.084	$25.572	$26.060	$26.548	$27.036	$27.524	$28.012	$28.500	$28.988	$29.476	$29.964	$30.452
		$42,022	$43,037	$44,052	$45,067	$46,082	$47,097	$48,112	$49,128	$50,143	$51,160	$52,175	$53,190	$54,205	$55,220	$56,235	$57,250	$58,265	$59,280	$60,295	$61,310	$62,325	$63,340
346	Police Captain (E)	$26.170	$26.779	$27.388	$27.997	$28.606	$29.214	$29.823	$30.432	$31.041	$31.649	$32.258	$32.867	$33.476	$34.085	$34.693	$35.302	$35.911	$36.520	$37.128	$37.737	$38.346	$38.955
		$54,434	$55,700	$56,967	$58,234	$59,500	$60,765	$62,032	$63,299	$64,565	$65,830	$67,097	$68,363	$69,630	$70,897	$72,161	$73,428	$74,695	$75,962	$77,226	$78,493	$79,760	$81,026
366	Assistant Police Chief (E)	$26.866	$27.526	$28.185	$28.844	$29.504	$30.163	$30.822	$31.482	$32.141	$32.800	$33.460	$34.119	$34.778	$35.438	$36.097	$36.756	$37.416	$38.075	$38.734	$39.394	$40.053	$40.712
		$55,881	$57,254	$58,625	$59,996	$61,368	$62,739	$64,110	$65,483	$66,853	$68,224	$69,597	$70,968	$72,338	$73,711	$75,082	$76,452	$77,825	$79,196	$80,567	$81,940	$83,310	$84,681
406	Police Chief (E)	$34.555	$35.389	$36.224	$37.059	$37.894	$38.728	$39.563	$40.398	$41.232	$42.067	$42.902	$43.736	$44.571	$45.406	$46.240	$47.075	$47.910	$48.744	$49.579	$50.414	$51.248	$52.083
		$71,874	$73,609	$75,346	$77,083	$78,820	$80,554	$82,291	$84,028	$85,763	$87,499	$89,236	$90,971	$92,708	$94,444	$96,179	$97,916	$99,653	$101,388	$103,124	$104,861	$106,596	$108,333