COUNCIL AGENDA
Monday, July 15, 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**

   1. Public Hearing Procedures

      Documents:

      PUBLIC HEARING PROCEDURES.PDF

   2. COUNCIL BILL NO. 2019-268
      AN ORDINANCE amending Ordinance No. 2004-256, passed by the Council of the City of
      Joplin, Missouri, November 15, 2004, by removing from District C-1 and including in District
      C-3 property as described below and located 3106 Connecticut Ave, City of Joplin, Jasper County, Missouri.

      Documents:

      1 C COUNCIL AGENDA ITEM-07092019143510.PDF
      2 CO BILL APPROVAL-07092019113453.PDF
      3 STAFF REPORT-07092019113551.PDF
      CB2019-268 COMMISSION MINUTES.PDF

8. **Consent Agenda**

   1. July 1, 2019 Informal Meeting Notes

      Documents:

      INF NOTES JULY 1, 2019.PDF

   2. Minutes Of The July 1, 2019 City Council Meeting

      Documents:

      JULY 1, 2019.PDF

   3. COUNCIL BILL NO. 2019-265
      AN ORDINANCE amending Ordinance No. 2004-256, passed by the Council of

the City of Joplin, Missouri, November 15, 2004 by removing from District R-1 and including in District C-3 property as described below and located at 2902 East 20th Street, City of Joplin, Jasper County, Missouri.

Documents:

CB2019-265.PDF

4. COUNCIL BILL NO. 2019-266

AN ORDINANCE amending Ordinance No. 2004-256, passed by the Council of the City of Joplin, Missouri, November 15, 2004, by removing from District R-2 and including in District C-1 property as described below and located 407 and 411 East 20th Street, City of Joplin, Jasper County, Missouri.

Documents:

CB2019-266.PDF

5. AMENDED COUNCIL BILL NO. 2019-267

AN ORDINANCE amending Ordinance No. 2004-256, passed by the Council of the City of Joplin, Missouri, November 15, 2004, by removing from District R-1 and including in District C-1 property as described below and located 3925 South Range Line Road, City of Joplin, Newton County, Missouri.

Documents:

CB2019-267.PDF

6. COUNCIL BILL NO. 2019-137

AN ORDINANCE amending Article 10, Traffic Control Devices, of Chapter 114, Traffic, of the Code of Ordinances of the City of Joplin by enacting a new Section 114-798, Neighborhood Traffic Calming.

Documents:

CB2019-137.PDF

7. COUNCIL BILL NO. 2019-615

AN ORDINANCE authorizing the City of Joplin to enter into a memorandum of understanding with the U.S. Fish & Wildlife Service ("USFWS") and Missouri Prairie Foundation, a Missouri Non-Profit Corporation ("MPF"), for the purpose of establishing responsibilities in improving and managing park property into a prairie grass, wild flower, and nature preservation area for a ten (10) year period; and authorizing the Interim City Manager to execute said memorandum of understanding by and on behalf of the City of Joplin.

Documents:

CB2019-615.PDF

9. **Resolutions**

10. **Ordinances - Emergency**

1. COUNCIL BILL NO. 2019-004
AN ORDINANCE approving an Agreement for Professional Consulting Services between the City of Joplin and Strategic Government Resources to provide services related to the search for a new City Manager; authorizing the Mayor to execute the same by and on behalf of the City of Joplin, Missouri; and containing an emergency clause.

   Documents:

   CB2019-004 STRATEGIC GOVERNMENT RESOURCES CONSULTANT AGREEMENT 7-15-19 MTG-07082019164913.PDF

2. COUNCIL BILL NO. 2019-510
AN ORDINANCE amending the Annual Budget of the City of Joplin for the Fiscal Year 2018-2019 as adopted by Ordinance 2018-145 on October 15, 2018, to adjust appropriations and containing an emergency clause.

   Documents:

   CB 2019-510 SUMMARY BUDGET AMENDMENT.PDF
   CB 2019-510 BUDGET AMENDMENT ORDINANCE.PDF
   CB 2019-510 SCHEDULE A BUDGET AMENDMENT.PDF

3. COUNCIL BILL NO. 2019-511
AN ORDINANCE approving an Agreement by and between the City of Joplin and Jasper County, Missouri to provide for the collection of City of Joplin real property taxes through the County real estate property tax bills; authorizing the City Manager to execute said Agreement by and on behalf of the City of Joplin; and containing an emergency clause.

   Documents:

   CB 2019-511 SUMMARY JASPER COUNTY PROPERTY TAX COLLECTION AGREEMENT UPDATE.PDF
   CB 2019-511 JASPER COUNTY PROPERTY TAX COLLECTION AGREEMENT UPDATE.PDF
   CB 2019-511 EXHIBIT A COOPERATIVE AGREEMENT.PDF

4. COUNCIL BILL NO. 2019-512
AN ORDINANCE Authorizing the payment of funds sufficient to pay the outstanding Certificates of Participation, Series 2014, of the City of Joplin, Missouri, and authorizing certain documents and actions related to the prepayment; amending the Annual Budget of the City of Joplin for the Fiscal Year 2018-2019 as adopted by Ordinance 2018-145 on October 15, 2018; and, containing an emergency clause.

   Documents:

   CB 2019-512 SUMMARY DEFEASANCE OF COPS FOR JBS DEBT.PDF
   CB 2019-512 DEFEASANCE OF COPS FOR JBS DEBT.PDF
   CB 2019-512 SCHEDULE A BUDGET AMENDMENT PAYMENT OF JBS COPS.PDF
   CB 2019-512 SUMMARY OF PREPAYMENT OF SERIES 2014 COPS.PDF

11. **Ordinances - First Reading**

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

13. **Unfinished Business**

14. **New Business**

    1. News From Public Information Officer Lynn Onstot

    2. Vote To Go Into Closed Session, Which Shall Pertain To 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(3) RS MO, 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)

PUBLIC HEARING PROCEDURES

Persons wishing to testify before the City Council are requested to follow these rules:

1. Proponents of the issue will be asked to present their information, then the opponents will be asked to testify and then rebuttal testimony may be allowed by the Council.

2. Approach the podium and state your name and address clearly for the record.

3. Please give your testimony as briefly and completely as possible. By the rules of the City Council you have five (5) minutes within which to give your testimony. Please follow the clock on the dais in front of you. You must complete your testimony within the 5-minute time limit.

4. Please do not repeat testimony that has been given previously. We want you to state your facts but limit your information to only new information.

5. Everyone is invited to speak, however, if you have a spokesperson please allow them to speak without interrupting for applause or other demonstrations.

6. When the Public Hearing is closed by the Mayor, no additional testimony is allowed except when invited by the Mayor or other members of the Council.

7. Remember that this is a Public Hearing and all sides have a right to give testimony. Please respect their right to do so.

8. The City Council of the City of Joplin through this introduction, accepts into evidence the 2018 Comprehensive Plan, the Zoning Code of the City of Joplin, the Subdivision Regulations of the City of Joplin, the Telecommunications Ordinance, and the Stormwater Management Regulations of the City of Joplin being Appendices 29-A, 29-B, 29-D, 29-E and 29-F of the Joplin Municipal Code. Report of the Planning and Zoning Commission, recommendations of the City's staff, and other written documentation presented as that information applies to each public hearing.

Thank you for your consideration and understanding.

CITY OF JOPLIN
COUNCIL AGENDA ITEM

ITEM:
CB 2019-268-Rezone to Commercial District (C-3)

MEETING DATE:
July 15, 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, Interim City Manager- Daniel Pekarek.

SUMMARY REQUEST:
Case 022-19: 3106 S. Connecticut Ave. – A request to rezone from Neighborhood Commercial (C-1) to Commercial (C-3) for the operation of a Medical Marijuana Dispensary – Suzanne Nelson.

BACKGROUND:
Mrs Nelson is wanting to add a 3,000sq addition to her building with a separate entrance for her Medical Marijuana Dispensary operation from Suzanne's Natural Foods. She is requesting for this property to be rezoned from C-1 to C-3 for the operation of a Medical Marijuana Dispensary.

PLANNING & ZONING COMMISSION TESTIMONY:
Suzanne Nelson, 67 Horseshoe Dr, Joplin, Missouri. She is requesting for this property to be rezoned from C-1 to C-3 for the operation of a Medical Marijuana Dispensary. Mrs Nelson is wanting to add a 3,000sq addition to her building with a separate entrance for her Medical Marijuana Dispensary operation from Suzanne's Natural Foods. Mrs Nelson is planning on a phase II remodel that will take place if/when she is granted a dispensary license. She currently sells CBD oil and has offered this product for the last 3-4 years along with herbal and retail experience. Suzanne Nelson's husband is a practicing physician of over 35 years. Located in the heart of the medical district which will make it convenient for qualifying patients.

Mr. Ramsour asked if the driveway off of thirty-second (32nd) is going to be finished into a parking lot and driveway.

Mrs. Nelson stated yes, her builder a couple years ago told her to wait until after the construction phase because of the concrete trucks and all of the equipment would tear it up. Planning on waiting until construction is finished to work on which should be by September.

Mr. Ramsour asked if the addition had its own entrance.

Mrs. Nelson stated yes, the addition has its own entrance

PUBLIC COMMENT;
Connie Willmack, 1020 W Kensington Rd, Joplin, Missouri, has worked for Suzanne for 5 years and has been in the herbal industry for twenty-five (25) years. Suzanne's is located across from the VA and always have multiple veterans come in wanting assistance. The approval would benefit both veterans and local citizens that need guidance.

Margo Gardner, 315 N. Tyler, Joplin, Missouri, she is very much in favor of Suzanne and her husband on their endeavor. Mrs Gardner has a background of twenty-five (25) years of pharmacy experience. Suzanne's presenting an area for patients to be comfortable that present real medical needs is crucial.

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

RECOMMENDATIONS:
Planning & Zoning Commission recommends approval (6 in Favor, 0 Nay, 1 Absent).
Staff recommends approval of Case 022-19.

ATTACHMENTS
CB 2019- 268, Staff Planning Report, P&Z Commission Minutes

P & Z Case 022-19
Suzanne Nelson
(P & Z Recommended Approval)

COUNCIL BILL NO. 2019-268 ORDINANCE NO.

AN ORDINANCE amending Ordinance No. 2004-256, passed by the Council of the City of Joplin, Missouri, November 15, 2004, by removing from District C-1 and including in District C-3 property as described below and located 3106 Connecticut Ave, City of Joplin, Jasper County, Missouri.

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

Section 1. Having referred the subject matter of this ordinance to the City Planning and Zoning Commission and having given at least fifteen days' notice of time and place of hearing on same by publication in the Joplin Globe, Ordinance No. 2004-256 is hereby amended by the following described property and including in District C-3:

> All of Lot 55 AND the East 43.8 feet of the South one-half of Lot 56 AND the East 70 feet of the West 140 feet of the South one-half of Lot 56, except, property taken for right-of-way purposed, in Southmorland Acres Addition to the City of Joplin, Jasper County Missouri according to the recorded plat thereof.

Section 2. That the City Clerk is hereby ordered to file this ordinance with the Zoning District Map maintained in her office and to note the changes herein provided thereon.

PASSED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, this the _____ 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

Z&P Meeting: July 8, 2019
City Council Meeting: July 15, 2019

STAFF PLANNING REPORT
Rezoning

CASE 022-19 A request to rezone from C-1 (Single Family Residential) to C-3 (Commercial District)

LOCATION 3106 S. Connecticut Ave.

APPLICANT Suzanne Nelson

EXISTING CONDITIONS

Zoning	Land Use	Property Size
C-1	Health Food Store	Approx. 1.4 Acre

SITE CONTEXT

	North	East	South	West
Existing Zoning	R-1	R-1, C-2-PD, C-3-PD	C-O, C-1, C-2-PD	C-3
Land Use	Undeveloped: Applicant owns the vacant R-1 property	Single-Family Home, Office/Medical Building, Retail Strip Center	Restaurant, Retail Strip Center & other Retail Uses	Retail Strip Center

FUTURE LAND USE

Joplin's Future Land Use Map shows this property is appropriate for a retail commercial use which is consistent with the request.

TRANSPORTATION

Streets with access	Classification	Right-of-way width
Connecticut Ave., 32nd St.	Connecticut Ave.: Collector 32nd St.: Arterial	Connecticut Ave.: 80 ft. 32nd St.: approx. 75 ft.

UTILITIES	Utilities do not need to be extended to this property. Utilities are currently in place and have enough capacity.
FLOOD PLAIN	N.A.

STAFF ANALYSIS

CONSISTENT WITH DEVELOPMENT POLICIES OF THE COMPREHENSIVE PLAN?

This request is consistent with the development policies of the Comprehensive Plan. You will typically find "heavier" commercial districts and uses located at the intersection of collector and arterial streets since these types of corridors contain larger traffic volumes and are visible to potential customers. Both C-2 and C-3 districts are currently located in the immediate area. The request to rezone to a C-3 district is no different than what the city has already allowed in this area.

THE SUITABILITY OF THE SUBJECT PROPERTY FOR THE USES TO WHICH IT HAS BEEN RESTRICTED

This property is currently zoned C-1 (Neighborhood Commercial). The applicant is proposing to rezone the property to C-3 (commercial) to allow the sale of medical marijuana. The city council recently adopted regulations to restrict the sale of licensed medical marijuana to heavier commercial districts such as C-2 (Central Business District) and C-3 (Commercial District). The current C-1 district does not permit retail sales of medical marijuana.

THE EXTENT THAT THE ZONING CHANGE WILL DETRIMENTALLY AFFECT NEARBY PROPERTY

There will be minimal impact on adjacent and nearby commercial properties since most of the existing commercial use are classified as C-2 or C-3 type land uses and there is already a retail business operating from the existing building in this request. The applicant owns the vacant R-1 (Single-Family) residential property to the north which will provide a buffer to the single-family homes located along 30th St.

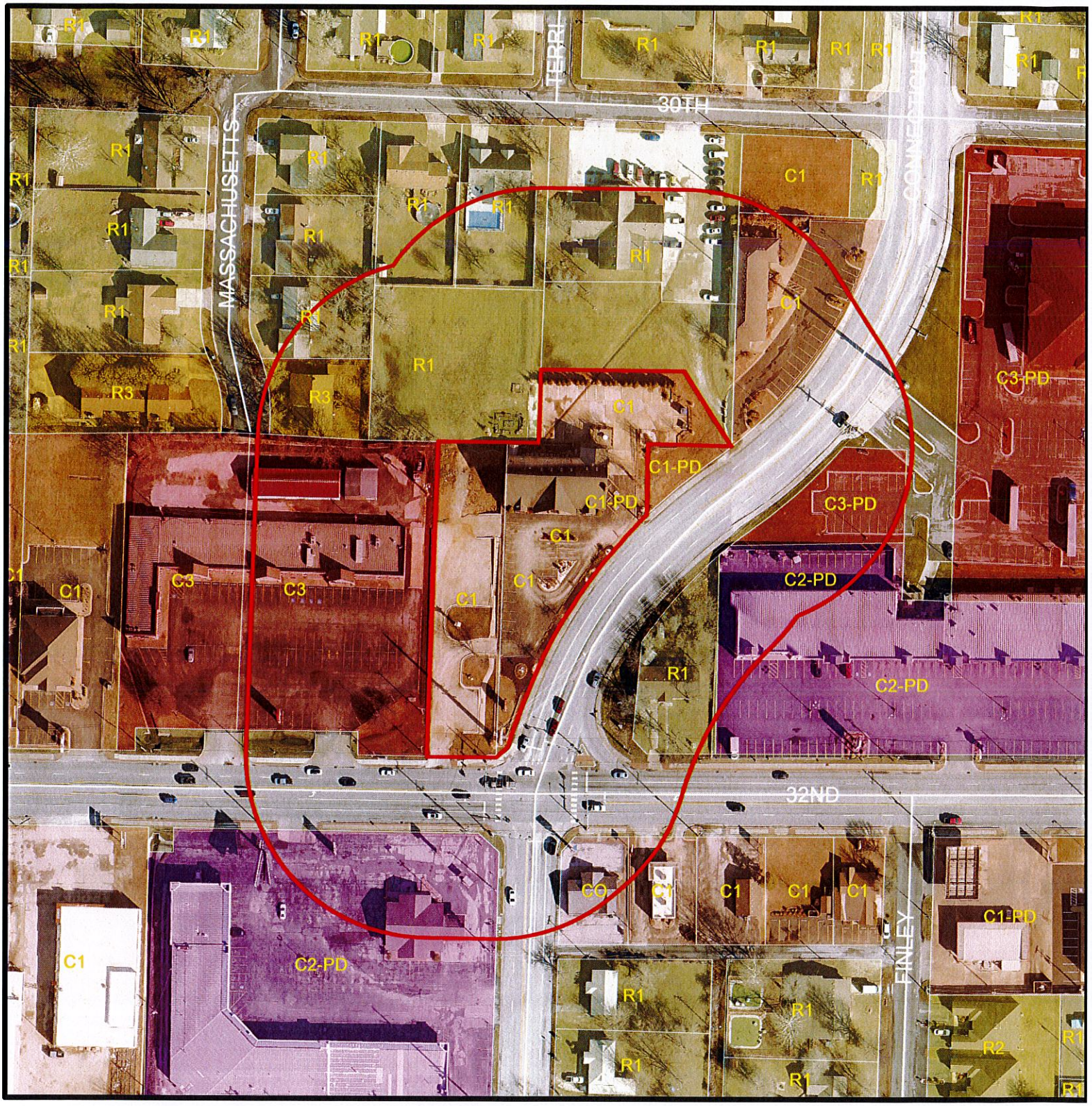
DISCUSSION

The property in this request is zoned C-1 (Neighborhood Commercial) and currently contains a health food store. The property owner is requesting a C-3 designation for the potential sale of medical marijuana. The immediate area already contains heavier commercial districts such as C-2 and C-3 districts. The proposed C-3 district will not be any different than what currently exists in this area. The proposed medical marijuana sales or any other potential C-3 use will be restricted to the retail building that is currently located on the property. The rezoning request is consistent with the development policies in our Comprehensive Plan and the adopted Future Land Use Map.

Staff recommends approval of Case 022-19.

ATTACHMENTS

- Application



300 150 0 300 600

Feet

Case 022-19: 3106 S. Connecticut Ave. – A request to rezone from Neighborhood Commercial (C-1) to Commercial (C-3) for the operation of a Medical Marijuana Dispensary – Suzanne Nelson.

REZONING APPLICATION FORM

Return Form to:
Planning / Community Development Specialist.
Joplin City Hall
602 South Main Street
Joplin, Missouri 64801
417-624-0820 Ext. 511
FAX 417-625-4738

For Office Use Only
Case No.: 32-19
Filing Fee: $500.00
Date Advertised: 6-23-19
Date Notices Sent: 6-21-19
P&Z Date: 7/9/19
City Council Date: 7/15/19

APPLICANT: Suzanne Nelson PHONE: 417-850-8595
ADDRESS: 3106 Connecticut Ave, Joplin ZIP: 64804
EMAIL: quarteredoak@gmail.com
OWNER: Big Trees Developer LLC PHONE: 417-850-8595
ADDRESS: 3106 Connecticut Ave, Joplin ZIP: 64804
EMAIL: quarteredoak@gmail.com
LOCATION OF PROPERTY: 3106 Connecticut, Joplin
LEGAL DESCRIPTION: SOUTHMORLAND ACRES ALL LOT 55 & E 43.8' S 1/2 LOT 56
SOUTHMORLAND ACRES E 70' W 140' S1/2 LOT 56

Present Zoning C1 Requested Zoning: C3 Acreage: 1.4
Present Use of Property: Retail (Suzanne's Natural Foods)
Proposed Use of Property: Retail (Suzanne's Natural Foods and Quartered Oak Enterprise)

SURROUNDING LAND USE AND ZONING:

	Land Use	Zoning
North	Alanon Club & single family homes	R1
South	Retail	C2-PD
East	Retail	C2-PD and C3
West	Retail	C3

CHARACTER OF THE NEIGHBORHOOD: Busy commercial thoroughfare (E 32nd St) with retail, banking, and medical offices nearby.

RELATIONSHIP TO EXISTING ZONING PATTERN:

1. Would proposed change create a small, isolated district unrelated to surrounding districts?
   No
2. Are there substantial reasons why the property cannot be used in accord with existing zoning?
   If yes, explain: Tenant Quartered Oak Enterprise intends to operate a licensed medical marijuana dispensary.

CONFORMANCE WITH COMPREHENSIVE PLAN:

1. Consistent with Development Policies? Yes
2. Consistent with Future Land Use Map? Yes

THE FOLLOWING MUST ACCOMPANY YOUR APPLICATION:

1. One copy of a legal description of the property proposed to be rezoned.
2. One copy of a statement describing the reasoning for the rezoning, the impact of the proposed change, including any traffic conditions that may result; any danger from fire hazards; how the proposed change may effect the character of the surrounding properties; and how the proposed change will benefit the City of Joplin.
3. Owner Affidavit, if applicant applying for the rezoning is not the owner of the property be rezoned
4. For Planned Developments the following must be submitted and reviewed before the rezoning can be advertised for public hearing:
   ___ Site Plan ___ Landscape Plan ___ Building Elevations

TRAFFIC CONDITIONS:

1. Street(s) with Access to Property: Connecticut Ave and E 32nd Street
2. Classification of Street(s):
   Arterial X Collector _____ Local _____
3. Right-of-Way Width: Approx 40 ft
4. Will turning movements caused by the proposed use create an undue traffic hazard?
   No

IS PLATTING OR REPLATTING REQUIRED TO PROVIDE FOR:

1. Appropriately Sized Lots? No
2. Properly Sized Street Right-of-Way? No
3. Drainage Easements? No
4. Utility Easements:
   - Electricity? No
   - Gas? No
   - Sewers? No
   - Water? No
5. Additional Comments: _____

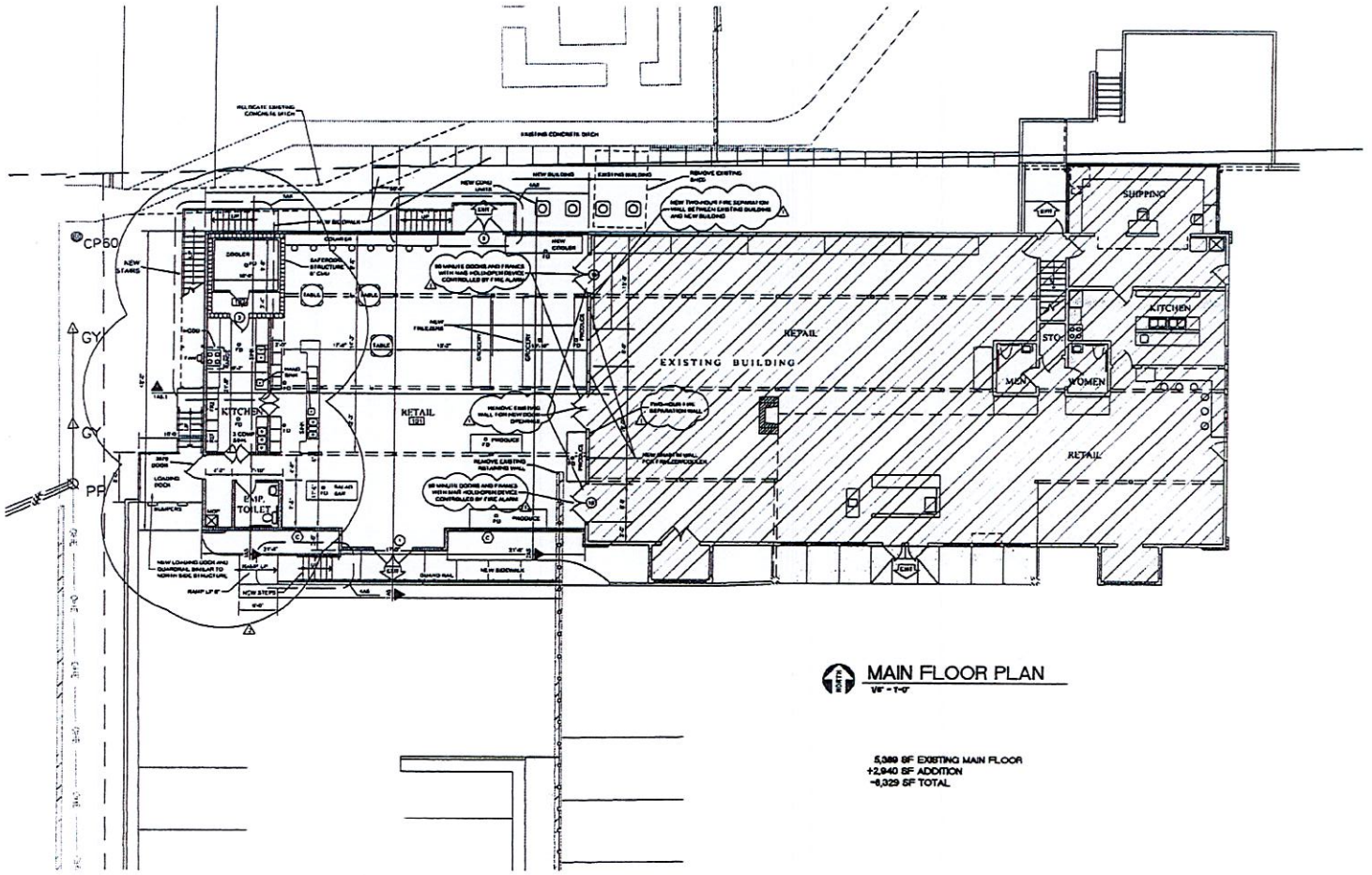
UNIQUE CHARACTERISTIC OF PROPERTY AND ADDITIONAL COMMENT:

There is existing permitted construction occurring at the time of application. No additional exterior construction will occur as part of this rezoning, only interior remodeling of the existing structure.

SIGNATURE: Suzanne Nelson DATE: 5/23/19

BY: Suzanne Nelson

TITLE: Owner, Big Trees Developer



MAIN FLOOR PLAN

1/8" = 1'-0"

5,389 SF EXISTING MAIN FLOOR
+2,940 SF ADDITION
=8,329 SF TOTAL

NOTES:

1) ALL WORK FOR THIS PROJECT SHALL CONFORM TO THE PROVISIONS OF ALL APPLICABLE CODES, ORDINANCES AND REGULATIONS AS ENDORSED BY ALL GOVERNING BODIES OR JURISDICTIONS INVOLVED. APPLICABLE CODES, REGULATIONS AND LAWS INCLUDE , BUT ARE NOT LIMITED TO THE FOLLOWING.

INTERNATIONAL BUILDING CODE 2012
INTERNATIONAL PLUMBING CODE 2012
INTERNATIONAL MECHANICAL CODE 2012
NATIONAL ELECTRIC CODE LATEST EDITION
NFPA 101 LIFE SAFETY CODE, LATEST EDITION
INTERNATIONAL FIRE CODE 2012
AMERICANS WITH DISABILITIES ACT
FEDERAL ACCESSIBILITY GUIDELINES AND AMERICAN NATIONAL STANDARDS INSTITUTE

2) CITY OF JOPLIN, MO ZONING DISTRICT: C1

3) BUILDING CODE ANALYSIS DATA

TYPE OF CONSTRUCTION: TYPE 5B
OCCUPANCY CLASSIFICATION: (MIXED) 'M' MERCANTILE (IBC SECTION 309) MAIN FLOOR AND 'B' BUSINESS (IBC SECTION 304) UPPER FLOOR
BUILDING ALLOWABLE FLOOR AREA AND HEIGHT (IBC TABLE 503): 9,000 SF PER FLOOR ('B' AND 'M'); TWO STORIES FOR 'B' AND ONE STORY FOR 'M'
OCCUPANCY SEPARATION (IBC SECTION 508.4): SEPARATED OCCUPANCIES (SEE NOTE #1)
FIRE RESISTANCE FOR BUILDING ELEMENTS (IBC TABLE 601): 1 HOUR (SEE NOTE #1)
FIRE RESISTANCE RATING FOR EXTERIOR WALLS (IBC TABLE 602): DISTANCE GREATER THAN 10 FEET, TYPE 5B CONSTRUCTION GROUP 'B' OR 'M' OCCUPANCY = 0 HOURS
FIRE SUPPRESSION SYSTEM (IBC FIGURE 903.2): NONE
NUMBER OF OCCUPANTS (IBC TABLE 1004.1.2):
FOR MAIN FLOOR (GROUP 'M') 4,229 SF / 30 SF PER OCCUPANT = 278 OCCUPANTS.
FOR UPPER FLOOR (GROUP 'B') 4,280 / 100 SF PER OCCUPANT = 44 OCCUPANTS.
UNIMPEDED EGRESS WIDTH (IBC SECTION 1005):
FOR MAIN FLOOR DOORS, TOTAL OCCUPANT LOAD 322 OCCUPANTS X 0.2" PER OCCUPANT = 64.4".
FOR UPPER FLOOR DOORS, TOTAL OCCUPANT LOAD 44 OCCUPANTS X 0.2" PER OCCUPANT = 8.8".
FOR STAIRWAYS, TOTAL OCCUPANT LOAD 44 OCCUPANTS X 0.3" PER OCCUPANT = 13.2".
MAXIMUM DISTANCE FROM ANY POINT TO EXIT (IBC TABLE 1016.2): 75 FEET FOR GROUPS 'B' AND 'M' (FOR OCCUPANT LOADS GREATER THAN 30 AND WITHOUT SPRINKLER SYSTEM).
MAXIMUM EXIT ACCESS TRAVEL DISTANCE (IBC TABLE 1016.2): 200 FEET FOR GROUPS 'B' AND 'M'.
CORRIDOR FIRE RESISTANCE RATING (IBC TABLE 1016.1): ONE HOUR FOR GROUPS 'B' AND 'M' (FOR OCCUPANT LOADS GREATER THAN 30).
MINIMUM CORRIDOR WIDTH (IBC TABLE 1018.2): 36" FOR OCCUPANT CAPACITY LESS THAN 50
MINIMUM NUMBER OF EXITS REQUIRED PER STORY (IBC SECTION 1021.2):
TWO REQUIRED
MINIMUM NUMBER OF TOILET FIXTURES (IBC TABLE 2902.1):
FOR MAIN FLOOR (GROUP 'M') BASED ON 278 TOTAL OCCUPANTS (139 MALE AND 139 FEMALE AND 1 WATER CLOSET PER 500 OCCUPANTS BOTH MALE AND FEMALE, AND 1 LAVATORY FOR 750 OCCUPANTS BOTH MALE AND FEMALE) = 1 WATER CLOSET FOR MALE AND 1 WATER CLOSET FOR FEMALE AND 1 LAVATORY FOR MALE AND 1 LAVATORY FOR FEMALE.
FOR UPPER FLOOR (GROUP 'B') BASED ON 44 TOTAL OCCUPANTS (22 MALE AND 22 FEMALE AND 1 WATER CLOSET FOR FIRST 25 OCCUPANTS BOTH MALE AND FEMALE, AND 1 LAVATORY FOR FIRST 40 OCCUPANTS BOTH MALE AND FEMALE) = 1 WATER CLOSET FOR MALE AND 1 WATER CLOSET FOR FEMALE AND 1 LAVATORY FOR MALE AND 1 LAVATORY FOR FEMALE.

4) THE NEW PORTION OF THE PROJECT IS TO BE SEPARATED FROM THE EXISTING BUILDING BY A TWO-HOUR FIRE RESISTANCE RATED WALL WHICH IS ACCOMPLISHED BY REMOVING THE EXTERIOR SIDING AND SHEATHING AND ADDING TWO LAYERS OF 5/8" GYPSUM BOARD AND THEN ADDING LAYERS OF 5/8" GYPSUM BOARD AS NECESSARY TO THE EXISTING BUILDING SIDE OF THE SAME WALL FRAMING SO THAT THE WALL ENDS UP WITH TWO CONTINUOUS LAYERS OF GYPSUM BOARD ON BOTH SIDES.

5) THE UPPER FLOOR IS INTENDED TO BE SEPARATED FROM THE LOWER FLOOR BY CONSTRUCTION CONSISTING TO BE, OR EQUAL TO, U372 WITH TWO LAYERS OF GYPSUM ATTACHED TO BOTTOM OF FLOOR FRAMING BY USE OF RESILIENT STEEL FURRING CHANNELS.

6) THE ROOF STRUCTURE IS INTENDED TO BE CONSTRUCTED BY USE OF UL DESIGN NO. UP513 WITH ONE LAYER OF GYPSUM ATTACHED TO BOTTOM OF FLOOR FRAMING BY USE OF RESILIENT STEEL FURRING CHANNELS.

7) THE STRUCTURAL WOOD BEAMS AND COLUMNS ARE INTENDED TO BE PROTECTED BY THE USE OF HEAVY TIMBER MINIMUM SIZES CALCULATED BY STRUCTURAL ENGINEER AND APPROVED BY ARCHITECT FOR ONE HOUR MINIMUM FIRE RESISTANCE.

STEVEN W. LACEY
ARCHITECT, LLC
417 EAST CENTRAL, OSEOGO, MO – (417)673-1954
STEVEN W. LACEY ARCHITECT, LLC
MISSOURI ARCHITECT CERTIFICATE OF AUTHORITY NO. 2005030341

BUILDING ADDITIONS FOR:
SUZANNE'S NATURAL FOODS
3186 CONNECTICUT AVENUE
JOPLIN JASPER COUNTY, MISSOURI

Revisions	
11-29-17	ADDENDUM NO. 1 / A
12-04-17	ADDENDUM NO. 2 / A, ADD'L KITCHEN

Sheet Title: MAIN FLOOR PLAN
AUG. 06, 2017

Sheet Number: A2

Copyright 2017
Steven W. Lacey-Architect, LLC

Planning & Zoning Department
Joplin City Hall
602 South Main Street
Joplin, Missouri 64801

To Whom It May Concern:

I, Suzanne Nelson, sole owner of Big Tree Developers, which owns SOUTHMORLAND ACRES ALL LOT 55 & E 43.8' S 1/2 LOT 56 and SOUTHMORLAND ACRES E 70' W 140' S1/2 LOT 56 and the structures therein, wish to rezone these lots from C1 commercial to C3 commercial.

Reasoning for the rezoning
I am requesting this rezoning because I would like to open a licensed medical marijuana dispensary located within the existing building located on the above-named lots. The City of Joplin requires medical marijuana dispensary facilities to be in C3 zoned properties.

Impact of the proposed change, including any traffic conditions that may result
I anticipate no significant impact to the area, including no significant change in traffic volume. The new business on this property will be a small retail establishment. Customers will not be allowed to loiter or consume medical marijuana on the property.

Any danger from fire hazards
No. The dispensary is a retail operation with no manufacturing, cooking, or other fire-prone activities occurring.

How the proposed change may affect the character of the surrounding properties
No anticipated change to the character of surrounding properties. The dispensary's character will be very similar to that of the existing retail business in this location, Suzanne's Natural Foods. Other than signage, there will be no exterior modifications to the structure.

How the proposed change will benefit the City of Joplin
I want to open this dispensary to offer a safe, legal, natural remedy to qualifying patients suffering from a variety of diseases and other ailments. Joplin residents who are qualifying medical marijuana patients will benefit by having a trusted source for legal medical marijuana, offered in a dignified environment with appropriate patient education and care. This dispensary will operate in a respectful manner, focused on the natural healing and pain management offered by medical marijuana.

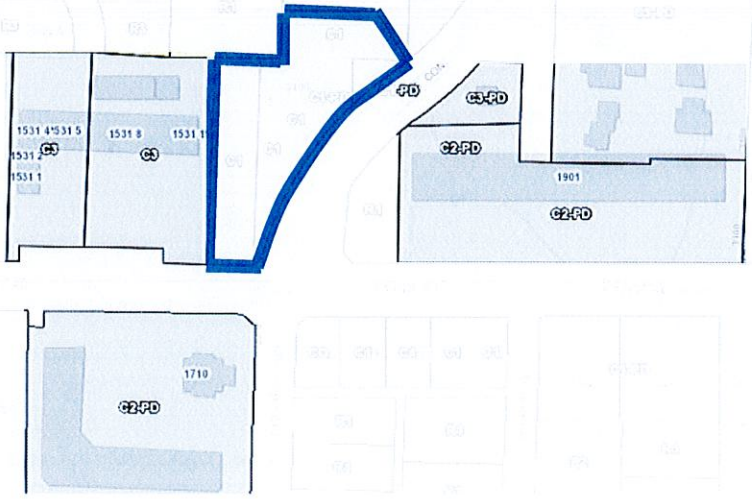
The city itself will benefit from additional employment and increased tax revenues while keeping the character of Southmorland Acres similar to its current character.

Sincerely,

Suzanne Nelson

Suzanne Nelson
Owner, Big Tree Developers
Owner, Suzanne's Natural Foods
Owner, Quartered Oak Enterprise dba Dr Bill's Dispensary

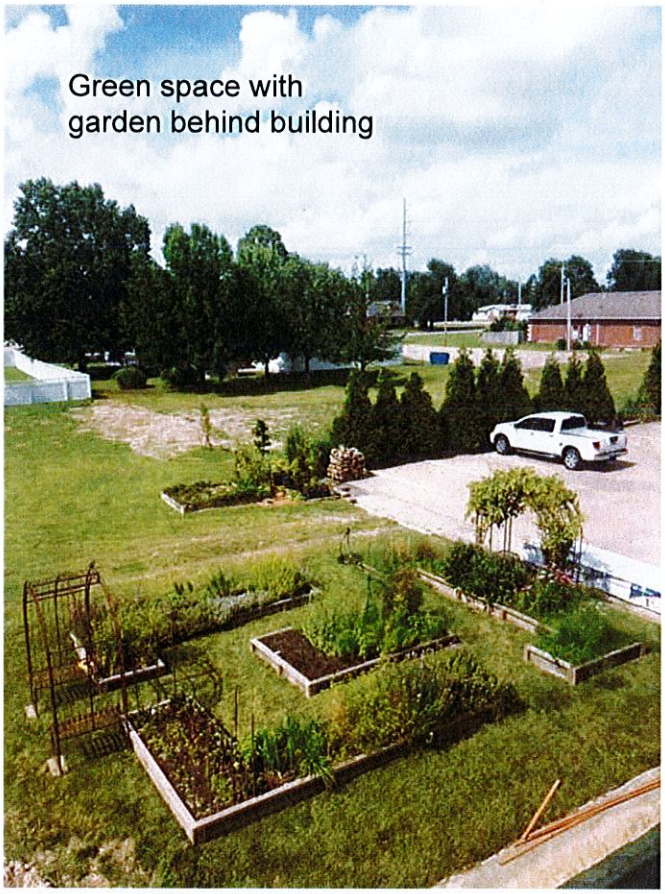
Surrounded on three sides by C2 or C3 commercial




Suzanne's Natural Foods
Connecticut Ave
Connecticut Ave
E 32nd St
E 32nd St



Approximate interior location of dispensary


Green space with
garden behind building

July 8, 2019

Lee Anne Howsmon
2622 East 35th Street
Joplin, MO 64804
417-529-9822
lhowsmon@aol.com

Dear. Mr. Bolander,

Susanne Nelson has been an important part of our business community for over 27 years. I believe in that time she has proven herself to be hardworking, responsible and always trying to give her customers the very best of what she has to offer.

She is wanting to expand her business and request a dispensary license; however, she finds she is zoned a C1 and not a C3. I believe she as always thought she is a C3. Most of her commercial neighbors are a C3. She doesn't have any more traffic than they do, she doesn't make a lot of noise and she isn't open late in the evening.

I really believe that changing Suzanne's from a C1 to a C3 would be a good thing for her business as well as our community.

Sincerely,

Lee Anne Howsmon

Lee Anne Howsmon
(Employee of Suzanne's)

CB 2019-268

Case 022-19: 3106 S. Connecticut Ave. - A request to rezone from Neighborhood Commercial (C-1) to Commercial (C-3) for the operation of a Medical Marijuana Dispensary - Suzanne Nelson.

Suzanne Nelson , 67 Horseshoe Dr, Joplin, Missouri. She is requesting for this property to be rezoned from C-1 to C-3 for the operation of a Medical Marijuana Dispensary. Mrs Nelson is wanting to add a 3,000sq addition to her building with a separate entrance for her Medical Marijuana Dispensary operation from Suzanne' s Natural Foods. Mrs Nelson is planning on a phase II remodel that will take place if/when she is granted a dispensary license. She currently sells CBD oil and has offered this product for the last 3-4 years along with herbal and retail experience. Suzanne Nelson's husband is a practicing physician of over 35 years. Located **in** the heart of the medical district which will make **it** convenient for qualifying patients.

Mr. Ramsour asked if the commissioners have any questions for Mrs Nelson.

Mr. Ramsour asked if the driveway off of thirty-second (32nd is)going to be finished into a parking lot and driveway.

Mrs. Nelson stated yes, her builder a couple years ago told her to wait until after the construction phase beca use of the concrete trucks and all of the equipment would tear it up. Planning on waiting until construction is finished to work on which should be by September.

Mr. Ramsour asked if the addition had its own entrance.

Mrs. Nelson stated yes, the addition has its own entrance.

Mr. Ramsour asked if the commissioners had any other questions.

Mr. Ramsour asked if there was anyone that would like to speak in favor of this case?

Connie Willmack , 1020 W Kensington Rd, Joplin, Missouri, has worked for Suzanne for 5 years and has been **in** the herbal industry for twenty-five (25) years. Suzanne' s is located across from the VA and always have multiple veterans come in wanting assistance. The approval would benefit both veterans and local citizens that need guidance.

Mr Ramsour asked if the commissioners had any other questions?

Mr. Ramsour asked if there was anyone that would like to speak in favor of this case?

Margo Gardner, 315 N. Tyler, Joplin, Missouri, she is very much in favor of Suzanne and her husband on their endeavor. Mrs Gardner has a background of twenty-five (25) years of pharmacy experience. Suzanne' s presenting an area for patients to be comfortable that present real medical needs is crucial.

Mr Ramso ur asked if the commiss ioners had any other questions?

Mr. Ramsour asked if there was anyone that would like to speak in favor of this case? There were not.

Anyone who would like to speak in opposition to this case? There were not.

Mrs Steele asked about the triangle that is inside of the presented area.

Mr Ramsour responded that was because Mrs. Suza nne ow ns that property.

MRS. BRUCKNER-SEARS MOVED, SECONDED BY MR. DERMONTT, TO BE FORWARDED TO THE CITY COUNCIL WITH RECOMMENDATION FOR APPROVAL FOR CASE 022-19. MOTION CARRIED, WITH MR. RAMSOUR, MR. DERMOTT, MRS. BRUECKNER-SEARS, MRS. STEELE, MR. MCCULLOUGH, AND MR. EASTMAN VOTING "AYE". (6 IN FAVOR, 0 NAYS, 1 ABSENT).

JOPLIN CITY COUNCIL
INFORMAL MEETING NOTES
JULY 1, 2019

Mayor Shaw called the July 1, 2019 Informal Meeting of the Joplin City Council to order at 5:15 p.m.

In attendance were Council Members: Melodee Colbert-Kean, Keenan Cortez, Doug Lawson, Anthony Monteleone, Diane Reid Adams, Mayor Gary Shaw, Ryan Stanley, and Phil Stinnett. Also, in attendance were Interim City Manager Dan Pekarek and City Attorney Peter Edwards. Taylor Brown was absent for the informal meeting but was present via phone conference for the regular city council meeting.

Municipal Court Annual Review and other updates

Lamonte Ratcliff, Municipal Court Administrator, provided a review of the 2018 Yearly Report of Joplin's Municipal Court, stating the court continues to be one of the busiest municipal courts in the Southwest region of Missouri. The Court staff handles a variety of dockets throughout the week, excluding Friday. Current court staff consists of seven full time court clerks, one part-time court clerk, one court administrator, and one judge.

Director Ratcliff provided the following information in the report:

Court dockets are as follows

Monday:

- Initial Arraignment at 8:00a.m.
- In Custody inmates seen by the judge
- Persons with warrants allowed to see the judge, if court is still in session

Tuesday:

- Initial Arraignment at 8:00a.m.
- In Custody inmates seen by the judge
- Code Enforcement Docket at 10:00a.m. (1st & 3rd Tuesday of each month)
- Appear with Counsel Docket and Pro Se Trials 1:30p.m.

Wednesday:

- Show Cause and Public Defender Docket at 8:00a.m.
- Bond forfeiture proceedings occur during the morning docket
- Alternative to Violence Programs (set up at the back of the court room)
- Attorney Steve Hays Docket at 9:00a.m. first Wednesday of each month

Thursday:

- Initial Arraignment at 8:00a.m.
- In Custody inmates seen by the judge
- Attorney Docket at 10:00a.m.
- Attorney Docket at 1:30p.m.
- Attorney Trial Docket at 3:00p.m.

Note: During the monthly Division IV "Change of Judge" court docket in Carthage, the 8am I.A. docket and 10am attorney docket in Joplin are cancelled.

There are 80 attorneys listed with the Court. There are approximately 55-60 attorneys with open cases. The Court saw an overall increase of 1,344 open attorney cases, as the number increased from 1,170 in 2017 to 2,514 open cases.

Division IV Court

The Joplin Municipal Court conducts court in two locations – Joplin and Carthage. This has been taking place since November of 2017.

The Division IV Judge has set aside one Thursday each month to hear Joplin Municipal cases in his Carthage court room. The senior sentencing clerk with the assistance of the court administrator, handles the monthly dockets in Carthage for the municipal court, as court files have to physically be present for the Judge's review, and hand-written judgment in each case.

As stated earlier, each month a Thursday morning docket does not take place in Joplin, as there is not enough staff allowing for simultaneous court dockets in both Joplin and Carthage.

The court staff prepares an average of approximately 300 cases for transport to the monthly hearings in Carthage. This is unique, as The Division IV Judge has confirmed that Joplin is the only Municipal Division within the circuit that has a full docket set aside for the hearing of "Change of Judge" cases.

There are a number of attorneys who consistently file motions for a Change of Judge. Within the group, there is one who has 82% of his cases under a "Change of Judge" status.

As of January 2019, there were 365 open cases under the jurisdiction of Division IV – with approximately 62% (226) being attributed to a single attorney.

To date, there are 310 open cases prepared for transport to Division IV, for the July 18, 2019 docket.

CASE FLOW

The following list depicts various totals for the Court during FY 2018. There were 10,626 new citations/violations filed with the court during FY 2018. This number represents new citations only. The clerk's workload also consists of handling reoccurring issues with case files that have not been closed. Cases that are not paid at the TVB (Traffic Violations Bureau) are circulated through the court office and handled by several clerks – before being closed. However, there are situations where closed cases are re-opened and recirculated.

There were 5,517 citations/violations completed (TVB & Judge). Of those 1,906 were paid through the TVB and 3,611 went before the Judge. Other completed cases totaled 5,891 (further explained on page 5). The grand total of completed cases numbered 11,408.

Completed cases are those that moved from a reoccurring status within the Court to a "Closed" status, and ultimately being stored for a retention period of either three, twelve, or fifty years in one of the two storage areas allotted for the municipal court. There is an onsite storage area in the court office. The other storage area is located at the 500 block of South Kentucky (City storage facility).

INCODE REPORT OF CITATIONS / VIOLATIONS FY 2018

(SIMILAR INFORMATION IS SENT TO O.S.C.A. ON A MONTHLY BASIS)

Citations/ Violations by Filed Date	10,626
Citations/Violations Paid up Front (TVB)	1,906
Citations/Violations Before Judge(s)	3,611
Total Citations/Violations Completed	5,517
Total Other Completed	5,891
Grand Total Completed	11,408
Net difference (filed/completed)	-782
Total Warrant Issued	8,917
Warrants Cleared	9,084
Change in Total Warrants (end of year)	-167
Total Fines/Fees Paid	1,190,779.67

Notes concerning list/chart above

Total Other Completed (**5,891**) are cases that have been completed by means other than the Judge (at the Bench) or TVB, such as: closed by administrative order; declined prosecution; nolle pros; closed by SIS; closed after suspension; or referred to county (see chart at the bottom of page).

The following chart is the breakdown of the total number of new citations written by City departments during FY 2018, as recorded by the INCODE case management system.

November '17 Through October '18	**FY 2018**
Police (traffic, non-traffic, misc.)	10,570
Animal Control	48
Code Enforcement	5
Parking Authority	0
Other (Fire, Health Dept., Court)	3
Totals	10,626

Note: The Health Department issued one citation and the Court created two case files based on requests for the return of a firearm.

The next chart is a partial breakdown of cases that were not fully circulated through the municipal court (Total Other Completed, noted on page 4).

Designated Status	**FY 2018**
Declined Prosecution	305
Nolle	2,206
Referred to County	51
Voids	188

Director Ratcliff answered questions of the city council following the report. The city council thanked Director Ratcliff for the report.

Other Business:

Mr. Stinnett stated the area on South Main Street from 15th St. to 20th is a disaster due to weeds overtaking some flower displays. He also stated there are weeds growing in the decorative rocks in area in Campbell Parkway. He asked the interim city manager if city staff can look into these issues.

Dr. Reid Adams asked for better signage at 32nd and Indiana to alert travelers of lane closures. City staff will look into it.

The meeting adjourned at 5:50 p.m.

Barbara Gollhofer, City Clerk

JOPLIN CITY COUNCIL
JULY 1, 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 was read by City Clerk Barbara Gollhofer.

PLEDGE OF ALLEGIANCE to the United States of America was led by Mr. Stanley.

ROLL CALL
Answering Roll Call were Council Members: Taylor Brown (via phone), Melodee Colbert-Kean, Keenan Cortez, Doug Lawson, Anthony Monteleone, Diane Reid Adams, Gary Shaw, Ryan Stanley, and Phil Stinnett. Also, in attendance were Interim City Manager Dan Pekarek and City Attorney Peter Edwards.

PRESENTATIONS
Presentations of the Request for Qualifications for the city manager search from the following recruiting companies: Strategic Government Resources (SGR); Management Partners; and The Austin Peters Group. Kristin Navarro represented SGR and Beth Tatarko represented The Austin Peters Group, Inc. An attempt to interview Jerry Newfarmer with Management Partners via phone conferencing was unsuccessful due to technical difficulties. After the presentations, the city council members discussed the qualifications of the companies. Mr. Lawson made a motion to proceed with voting on all three companies and Mr. Stanley seconded the vote. Voting in favor of this motion were Council Members: Brown, Colbert-Kean, Cortez, Lawson, Monteleone, Reid Adams, Stanley and Stinnett, 8. Nays: Shaw, 1. Mayor Shaw stated the council members will use the voting board to cast their vote in the following way: the "Yes" button is for SGR; "No" is for Management Partners and "Abstain" is for The Austin Peters Group. Voting in favor of SGR were Council Members: Brown, Cortez, Lawson, Monteleone, Reid Adams, Shaw, Stanley and Stinnett, 8. Voting in favor of The Austin Peters Group was Council Member Colbert-Kean, 1. There were no votes for Management Partners.

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

PUBLIC HEARINGS
Public Hearing Procedures were read by City Clerk Barbara Gollhofer

Anyone wishing to address the Council should step to the Podium and state their 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 minutes.

Sound enhancement units are available for hearing impaired customers. You will be asked to provide a form of identification as security, which will be returned when you return the unit. If you are in need of disability related auxiliary aids or services, contact the City Clerk's Office at (417) 624-0820 ext. 220. Forty-eight hours' notice is requested.

Public Hearing for Council Bill No. 2019-265

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 Council Bill No.2019-265 - an ordinance amending Ordinance No. 2004-256, passed by the Council of the City of Joplin, Missouri, November 15, 2004, by removing from District R-1 and including in District C-3 property as described below and located 2902 East 20th Street, City of Joplin, Jasper County, Missouri. Motion by Mr. Stinnett, second by Mr. Cortez that Council Bill No. 2019-265 be passed on First Reading and advanced to Second and Third Reading. Voting in favor were Council Members: Brown, Colbert-Kean, Cortez, Lawson, Monteleone, Reid Adams, Shaw, Stanley and Stinnett, 9. Nays: 0. The Council Bill was read as **Council Bill No. 2019-265**.

Public Hearing for Council Bill No. 2019-266

Mayor Shaw opened the Public Hearing

Kieng Bui, 227 S. Forest Dr., appeared in favor of this item, stating she would like to open a nail salon at 407 E. 20th St. and possibly a restaurant in the future at 411 E. 20th St.

No one appeared in opposition to this item.

The Public Hearing was closed.

Mr. Stanley introduced Council Bill No. 2019-266 - an ordinance amending Ordinance No. 2004-256, passed by the Council of the City of Joplin, Missouri, November 15, 2004, by removing from District R-2 and including in District C-1 property as described below and located 407 and 411 East 20th Street, City of Joplin, Jasper County, Missouri. Motion by Mr. Stanley, second by Mrs. Colbert-Kean that Council Bill No. 2019-266 be passed on First Reading and advanced to Second and Third Reading. Voting in favor were Council Members: Brown, Colbert-Kean, Cortez, Lawson, Monteleone, Reid Adams, Shaw, Stanley and Stinnett, 9. Nays: 0. The Council Bill was read as **Council Bill No. 2019-266.**

Public Hearing for Council Bill No. 2019-267

Mayor Shaw opened the Public Hearing

Joe Burtrum, 7192 Gateway Dr, Joplin, appeared in favor of this item, stating he would like to turn this location into a medical marijuana dispensary.

David Glenn, 3310 S. Highland, stated he is neither in favor of or opposed to the item, however, he asked if Schaeffler Corporation (formerly FAG Bearing) had submitted an opinion on this item. He was informed that Schaeffler had submitted a petition of protest for this item.

Wade Carr, attorney for Schaeffler Corporation, spoke in opposition to this item and reviewed the concerns that were listed in the petition of protest submitted by Schaeffler's CEO Bruce Warmbold.

Derek Snyder, 3007 Silver Creek Rd, spoke in opposition to this item and stated he is concerned about the increased traffic and safety of his neighborhood.

Ann Corkle, 3006 Keller Dr., spoke in opposition to this item and stated her concerns regard increased traffic and disruption of a quiet neighborhood.

The Public Hearing was closed.

Mr. Stanley introduced Council Bill No. 2019-267 - an ordinance amending Ordinance No. 2004-256, passed by the Council of the City of Joplin, Missouri, November 15, 2004, by removing from District R-1 and including in District C-3 property as described below and located 3925 South Range Line Road, City of Joplin, Newton County, Missouri. Motion by Mr. Stanley, second by Mr. Stinnett to amend Council Bill No. 2019-267 to District C-1. Voting in favor were Council Members: Brown, Colbert-Kean, Cortez, Lawson, Monteleone, Reid Adams, Shaw, Stanley and Stinnett, 9. Nays: 0.

Mr. Stanley introduced Amended Council Bill No. 2019-267 - an ordinance amending Ordinance No. 2004-256, passed by the Council of the City of Joplin, Missouri, November 15, 2004, by removing from District R-1 and including in District C-1 property as described below and located 3925 South Range Line Road, City of Joplin, Newton County, Missouri. Motion by Mr. Stanley, second by Mr. Lawson that Amended Council Bill No. 2019-267 be passed on First Reading and advanced to Second and Third Reading. Voting in favor were Council Members: Brown, Colbert-Kean, Cortez, Lawson, Monteleone, Reid Adams, Shaw, Stanley and Stinnett, 9. Nays: 0. The Council Bill was read as **Amended Council Bill No. 2019-267.**

Public Hearing for CASE 021-19

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 No. 021-19 – a Declaration of Surplus Property at 115 East 34th Street. Motion by Mr. Stinnett, second by Mr. Cortez to approve Case No. 021-19. Voting in favor were Council Members: Brown, Colbert-Kean, Cortez, Lawson, Monteleone, Reid Adams, Shaw, Stanley and Stinnett, 9. Nays: 0. Case No. 021-19 was approved.

CONSENT AGENDA

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

June 17, 2019 Informal Council Meeting Notes

Minutes of the June 17, 2019 Council Meeting

RESOLUTIONS

ORDINANCES – EMERGENCY

Mr. Cortez introduced Council Bill No. 2019-133 - an ordinance approving an Agreement with Dalton-Killinger Construction Co., in the not to exceed amount of One Hundred Twenty-One Thousand Two Hundred and Ten and no/100 Dollars ($121,210.00) for construction of the Turkey Creek Treatment Admin./Lab Building Modifications Project; and containing an emergency clause. Motion by Mr. Cortez, second by Dr. Reid Adams that Council Bill No. 2019-133 be passed on an emergency basis. Voting in favor were Council Members: Brown, Colbert-Kean, Cortez, Lawson, Monteleone, Reid Adams, Shaw, Stanley and Stinnett, 9. Nays: 0. The Council Bill was declared adopted and entitled **Ordinance No. 2019-096**

Mr. Monteleone introduced Council Bill No. 2019-134 - an ordinance approving the City of Joplin to enter into an agreement with Asbell Excavating and Trucking, Inc. in the amount of Seven Hundred Twenty-Five Thousand Eight Hundred Twenty-Seven and 94/100 dollars ($725,827.94) for the construction of the St. John's Trail 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. Monteleone, second by Mr. Stinnett that Council Bill No. 2019-134 be passed on an emergency basis. Voting in favor were Council Members: Brown, Colbert-Kean, Cortez, Lawson, Monteleone, Reid Adams, Shaw, Stanley and Stinnett, 9. Nays: 0. The Council Bill was declared adopted and entitled **Ordinance No. 2019-097**

Mr. Stanley introduced Council Bill No.2019-135 - an ordinance authorizing the acceptance of an agreement with Olsson Inc, in the not to exceed amount of Ninety-Two Thousand Eight Hundred and No/100 Dollars ($92,800.00) for right of way negotiation services for the 32nd Street Widening Project; and containing an emergency clause. Motion by Mr. Stanley, second by Mr. Lawson that Council Bill No. 2019-135 be passed on an emergency basis. Voting in favor were Council Members: Brown, Colbert-Kean, Cortez, Lawson, Monteleone, Reid Adams, Shaw, Stanley and Stinnett, 9. Nays: 0. The Council Bill was declared adopted and entitled **Ordinance No. 2019-098**

Mr. Cortez introduced Council Bill No. 2019-136 - an ordinance authorizing the acceptance of an agreement with Deborah Pearson & Co. Inc, in the not to exceed amount of Forty-Nine Thousand Six Hundred and No/100 Dollars ($49,600.00) for appraisal services for the Connecticut Avenue Widening Project, 32nd Street to I-44; and containing an emergency clause. Motion by Mr. Cortez, second by Mr. Stinnett that Council Bill No. 2019-136 be passed on an emergency basis. Voting in favor were Council Members: Brown, Colbert-Kean, Cortez, Lawson, Monteleone, Reid Adams, Shaw, Stanley and Stinnett, 9. Nays: 0. The Council Bill was declared adopted and entitled **Ordinance No. 2019-099**

Dr. Reid Adams introduced Council Bill No. 2019-614 - an ordinance authorizing the City of Joplin to enter into an agreement with Fire Master Fire Equipment, Inc., a Missouri Corporation, for the purpose of purchasing one (1) Ferrara Commercial Medium Rescue Apparatus for the not to exceed price of Three Hundred Eighty- Five Thousand Twenty-Eight and 00/100 Dollars. ($385,028.00); authorizing the City Manager or his designee to execute the same by and on behalf of the City of Joplin; amending the Annual Budget of the City of Joplin for the Fiscal Year 2018-2019 as adopted by Ordinance 2018-145 on October 15, 2018; and, containing an emergency clause. Motion by Dr. Reid Adams, second by Mr. Lawson that Council Bill No. 2019-136 be passed on an emergency basis. Voting in favor were Council Members: Brown, Colbert-Kean, Cortez, Lawson, Monteleone, Reid Adams, Shaw, Stanley and Stinnett, 9. Nays: 0. The Council Bill was declared adopted and entitled **Ordinance No. 2019-100**

ORDINANCES – FIRST READING

Mr. Stanley introduced Council Bill No. 2019-137 - an ordinance amending Article 10, Traffic Control Devices, of Chapter 114, Traffic, of the Code of Ordinances of the City of Joplin by enacting a new Section 114-798, Neighborhood Traffic Calming. Motion by Mr. Stanley, second by Dr. Reid Adams that Council Bill No. 2019-137 be passed on First Reading and advanced to Second and Third Reading. Voting in favor were Council Members: Brown, Colbert-Kean, Cortez, Lawson, Monteleone, Reid Adams, Shaw, Stanley and Stinnett, 9. Nays: 0. The Council Bill was read as **Council Bill No. 2019-137**.

Mr. Stinnett made a motion to give a directive to Interim City Manager Pekarek to bring a budget amendment to the next council meeting for the amount equal to the amount that was previously specified for the 36th St. project, so that if CB2019-137 passes at the July 15, 2019 the project can be added to the current paving contract. Mr. Lawson seconded the motion. Voting in favor were Council Members: Brown, Colbert-Kean, Cortez, Lawson, Monteleone, Reid Adams, Shaw, Stanley and Stinnett, 9. Nays: 0.

Mr. Cortez introduced Council Bill No. 2019-615 - an ordinance authorizing the City of Joplin to enter into a memorandum of understanding with the U.S. Fish & Wildlife Service ("USFWS") and Missouri Prairie Foundation, a Missouri Non-Profit Corporation ("MPF"), for the purpose of establishing responsibilities in improving and managing park property into a prairie grass, wild flower, and nature preservation area for a ten (10) year period; and authorizing the Interim City Manager to execute said memorandum of understanding by and on behalf of the City of Joplin. Motion by Mr. Cortez, second by Mrs. Colbert-Kean that Council Bill No. 2019-615 be passed on First Reading and advanced to Second and Third Reading. Voting in favor were Council Members: Brown, Colbert-Kean, Cortez, Lawson, Monteleone, Reid Adams, Shaw, Stanley and Stinnett, 9. Nays: 0. The Council Bill was read as **Council Bill No. 2019-615**

ORDINANCES – SECOND READING AND THIRD READING

UNFINISHED BUSINESS

NEW BUSINESS

News from the Public Information Officer, Lynn Onstot

City offices will be closed on Thursday, July 4, for Independence Day. This closing includes the MAPS and the Sunshine Lamp Trolley services as well as the Recycling Center. All City services will resume their regularly scheduled hours on Friday, July 5.

Please note that residential trash and curbside recycling will move one day back for Thursday and Friday customers, due to the holiday. Citizens in the southern part of Joplin, please note there will be trash trucks in your neighborhoods on Saturday.

The Independence Day Celebration will be held at Missouri Southern State University on July 4. Starting at 7 p.m., there will be live music, concessions, and fun activities for the kids, - and fireworks show begins at 9:45 p.m. Plenty of parking in Southern's lots and seating is available in the stadium and along the grass around the field.

If shooting off Fireworks at your house – please remember these simple rules:

- They can be discharged only on July 1, 2, 3, and 4 from 12 Noon to 11 p.m.
- Bottle rockets and Chinese Lanterns are not permitted within the City.
- All who are setting off fireworks must clean up their shoot area.
- We wish everyone a happy and safe July 4th.

Please check out our website at joplinmo.org for more details on these events.

Comments from Council:
Mayor Shaw stated he and Mr. Stanley recently attended the Joplin Police Department's formal badge pinning ceremony at the Public Safety Training Center.

Dr. Reid Adams asked about the status of getting a generator for the new airport terminal. Interim City Manager Dan Pekarek replied the generator at Memorial Hall cannot be moved due to being attained through a grant, however, the city is looking into another grant to acquire a new generator for the airport.

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. Motion by Mr. Cortez, second by Dr. Reid Adams to go into closed session. Voting in favor were Council Members: Brown, Colbert-Kean, Cortez, Lawson, Monteleone, Reid Adams, Shaw, Stanley and Stinnett, 9. Nays: 0.

There being no further business, the meeting adjourned at 9:10 p.m.

Respectfully,

Barbara J. Gollhofer, City Clerk

CITY OF JOPLIN
COUNCIL AGENDA ITEM

ITEM:
CB 2019- 265 -Rezone to Commercial District (C-3)

MEETING DATE:
July 1, 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, Interim City Manager- Daniel Pekarek.

SUMMARY REQUEST:
Case 018-19: 2902 East 20th Street – A request to rezone from Single Family Residential District (R-1) to Commercial District (C-3) for the construction of a Tire & Lube Business – CEI Engineering & Associates, Inc.

BACKGROUND:
The property is zoned single-family residential and is currently located in a commercial corridor along an arterial street that contains large traffic volumes. The current R-1 district does not appear to be the best use of this property because of the existing heavy commercial activities nearby and the property's access is currently restricted to 20th St which is classified as an arterial street. The property currently has approximately 310 ft. of frontage along 20th St. which contains a significant amount of traffic.

PLANNING & ZONING COMMISSION TESTIMONY:
Chris Johnson, CEI Engineering, Bentonville, Arkansas. He is requesting for this property to be rezoned from R-1 to C-3 for the construction of Tire and Lube Business. There are constraints with Joplin creek that runs through the sight. They do believe this is feasible for the construction of the Tire and Lube. Mr. Ramsour asked if the main entrance would be off 20th Street or off Highview or both.

Mr. Johnson stated it would be 20th Street. We are going to use the existing driveways that are there and keep it as is.

Mr. Eastman asked if there were any plans to culvert any of the creek?

Mr. Johnson stated they are trying to stay away from the creek as much as possible.

PUBLIC COMMENT;
None.

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

RECOMMENDATIONS:
Planning & Zoning Commission recommends approval (6 in Favor 0 Nays, 1 Absent).
Staff recommends approval of Case 018-19.

ATTACHMENTS
CB 2019- 265, Staff Planning Report, P&Z Commission Minutes

CB 2019-265

Case 018-19: 2902 East 20th Street – A request to rezone from Single Family Residential District (R-1) to Commercial District (C-3) for the construction of a Tire & Lube Business – CEI Engineering & Associates, Inc.

Chris Johnson, CEI Engineering, Bentonville, Arkansas. He is requesting for this property to be rezoned from R-1 to C-3 for the construction of Tire and Lube Business. There are constraints with Joplin creek that runs through the sight. They do believe this is feasible for the construction of the Tire and Lube.

Mr. Ramsour asked if the main entrance would be off 20th Street or off Highview or both.

Mr. Johnson stated it would be 20th Street. We are going to use the existing driveways that are there and keep it as is.

Mr. Ramsour asked if water was an issue.

Mr. Johnson stated not that they are aware of. Are you speaking of the Joplin Creek? We are aware that we will have to follow the no net rise policy and abide by that.

Mr. Ramsour asked if any of the commissioners have questions?

Mr. Eastman asked if there were any plans to culvert any of the creek?

Mr. Johnson stated they are trying to stay away from the creek as much as possible.

Mr. Ramsour asked if there was anyone that would like to speak in favor of this case? There were not.
Anyone who would like to speak in opposition to this case? There were not.

MR. MCCULLOUGH MOVED, SECONDED BY MRS. BRUCKNER-SEARS, TO BE FORWARDED TO THE CITY COUNCIL WITH RECOMMENDATION FOR APPROVAL FOR CASE 018-19. MOTION CARRIED, WITH MR. RAMSOUR, MR. DERMOTT, MRS. BRUECKNER-SEARS, MRS. STEELE, MR. MCCULLOUGH, AND MR. EASTMAN VOTING "AYE". (6 IN FAVOR, 0 NAYS, 1 ABSENT).

Z&P Meeting: June 10, 2019
City Council Meeting: July 1, 2019

STAFF PLANNING REPORT
Rezoning

CASE 018-19 A request to rezone from R-1 (Single Family Residential) to C-3 (Commercial District)

LOCATION 2902 E. 20th St.

APPLICANT CEI Engineering & Associates, Inc.

EXISTING CONDITIONS

Zoning	Land Use	Property Size
R-1	Vacant	Approx. 1 Acre

SITE CONTEXT

	North	East	South	West
Existing Zoning	C-3-PD	R-1	R-1	C-1 & C-3
Land Use	Strip Center	Single-Family Residential	Vacant	Range Line Commercial Corridor

FUTURE LAND USE

Joplin's Future Land Use Map shows this property is appropriate for a commercial use.

TRANSPORTATION

Streets with access	Classification	Right-of-way width
20th St.	Arterial	85'

UTILITIES Utilities do not need to be extended to this property.

FLOOD PLAIN A portion of the property is located within the 100-year flood plain

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STAFF ANALYSIS

CONSISTENT WITH DEVELOPMENT POLICIES OF THE COMPREHENSIVE PLAN?

Although this property currently has a residential zoning, it borders commercial properties that are located along both the 20th St. and Range Line Rd. commercial corridor. The future land use map reveals the property is appropriate for commercial development. The future land use map also recommends that the Range Line commercial district be extended from Range Line Rd. to Highview Ave. The request is consistent with the development policies of the city's comprehensive plan.

THE SUITABILITY OF THE SUBJECT PROPERTY FOR THE USES TO WHICH IT HAS BEEN RESTRICTED

This property is currently zoned residential and previously contained a former church that was destroyed by the 2011 tornado. The property has sat vacant since the tornado. The current residential zoning does not permit a commercial land use such as the proposed tire and lube business.

THE EXTENT THAT THE ZONING CHANGE WILL DETRIMENTALLY AFFECT NEARBY PROPERTY

There will be minimal impact on adjacent property. Adjacent property is currently zoned commercial.

DISCUSSION

The property is zoned single-family residential and is currently located in a commercial corridor along an arterial street that contains large traffic volumes. The current R-1 district does not appear to be the best use of this property because of the existing heavy commercial activities nearby and the property's access is currently restricted to 20th St which is classified as an arterial street. The restricted access is created by a mapped stream that is located on both the west side and south side of this property. Any development in the 100-yr. flood plain must be at least 2 ft. above the base flood elevation or is to not occur in the flood plain at all. The property currently has approximately 310 ft. of frontage along 20th St. which contains a significant amount of traffic. Market conditions and surrounding commercial land uses have made this property more suited for commercial development rather than single-family residential development for which it is currently zoned.

Staff recommends approval of Case 018-19.

ATTACHMENTS

- Application

RECEIVED
4-30-19

REZONING APPLICATION FORM

Return Form to:
Planning / Community Development Specialist.
Joplin City Hall
602 South Main Street
Joplin, Missouri 64801
417-624-0820 Ext. 511
FAX 417-625-4738

For Office Use Only
Case No.: 018-19
Filing Fee: $500.00
Date Advertised: 5/26/19
Date Notices Sent: 5/28/19
P&Z Date: 6-10-19
City Council Date: 7-1-19

APPLICANT: CEI Engineering & Associates, Inc. PHONE: 479-273-9472
ADDRESS: 3108 SW Regency Parkway Ste 2, Bentonville AR ZIP: 72712
EMAIL: CJohnson@ceieng.com
OWNER: Unity church of Joplin PHONE:
ADDRESS: 204 N. Jackson Ave, Joplin, AR ZIP: 64801
EMAIL:
LOCATION OF PROPERTY: 2902 E 20th St, Joplin, MO 64804
LEGAL DESCRIPTION: Kindreds Replat Lot 81 Ex St

Present Zoning R1 Requested Zoning: C-3 Acreage: 1
Present Use of Property: Vacant Lot
Proposed Use of Property: Tire & Lube Shop

SURROUNDING LAND USE AND ZONING:

	Land Use	Zoning
North	Shopping Center	C3-Pd
South	Residential	R1
East	Commercial	C1
West	Residential	R1

CHARACTER OF THE NEIGHBORHOOD:

RELATIONSHIP TO EXISTING ZONING PATTERN:

1. Would proposed change create a small, isolated district unrelated to surrounding districts?
   No
2. Are there substantial reasons why the property cannot be used in accord with existing zoning?
   If yes, explain: It is currently R1 with C1 adjacent to our east

CONFORMANCE WITH COMPREHENSIVE PLAN:

1. Consistent with Development Policies? Yes
2. Consistent with Future Land Use Map? Yes

THE FOLLOWING MUST ACCOMPANY YOUR APPLICATION:

1. One copy of a legal description of the property proposed to be rezoned.
2. One copy of a statement describing the reasoning for the rezoning, the impact of the proposed change, including any traffic conditions that may result; any danger from fire hazards; how the proposed change may effect the character of the surrounding properties; and how the proposed change will benefit the City of Joplin.
3. Owner Affidavit, if applicant applying for the rezoning is not the owner of the property be rezoned
4. For Planned Developments the following must be submitted and reviewed before the rezoning can be advertised for public hearing:
   ___ Site Plan ___ Landscape Plan ___ Building Elevations

TRAFFIC CONDITIONS:

1. Street(s) with Access to Property: E 20th St & S Highview Ave
2. Classification of Street(s):
   Arterial _____ Collector E 20th St Local S. Highview Ave
3. Right-of-Way Width: E 20th St - Differs & S Highview Ave - 60' ROW
4. Will turning movements caused by the proposed use create an undue traffic hazard?
   No

IS PLATTING OR REPLATTING REQUIRED TO PROVIDE FOR: N/A

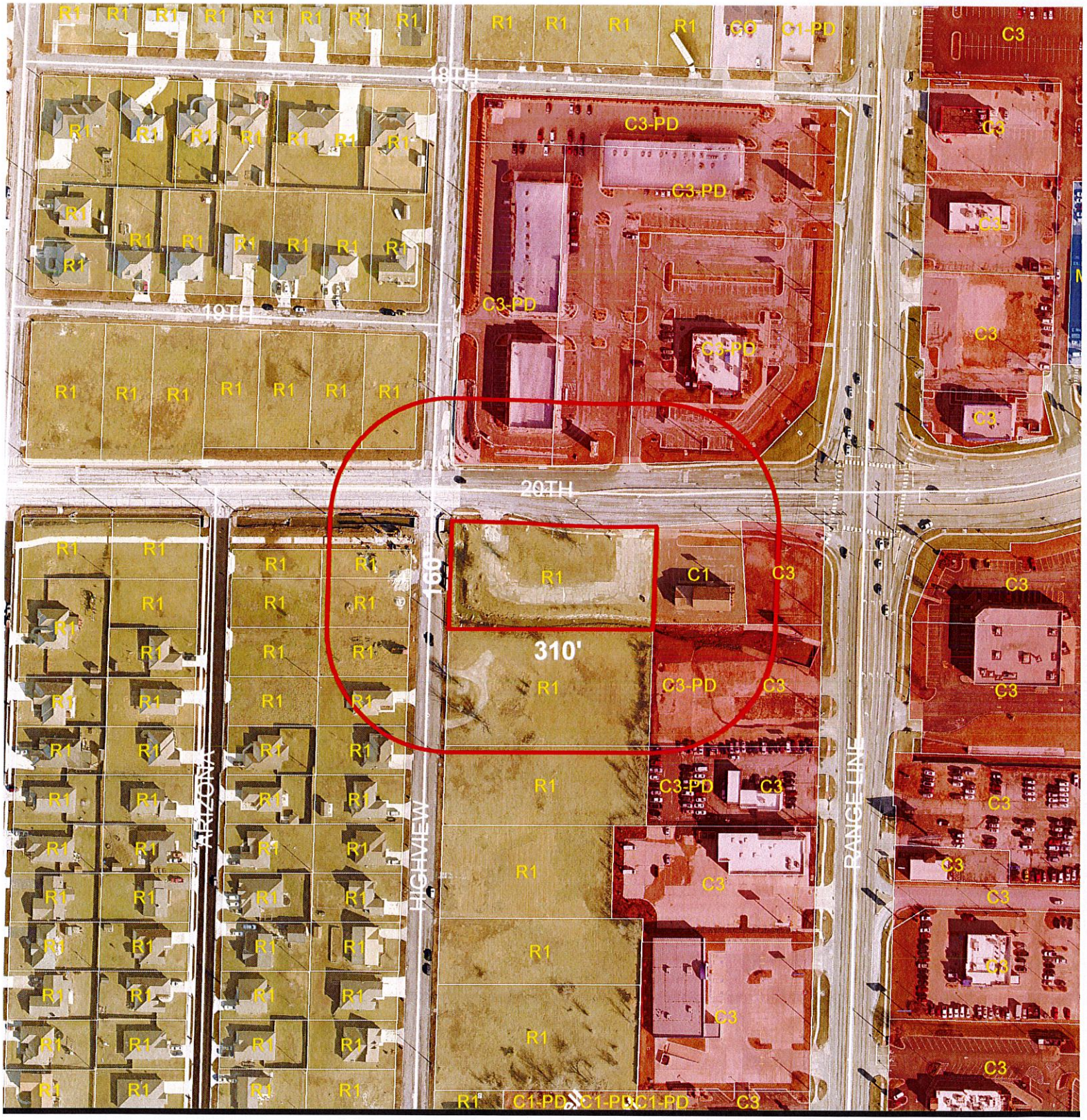
1. Appropriately Sized Lots? No
2. Properly Sized Street Right-of-Way? No
3. Drainage Easements? No
4. Utility Easements:
   - Electricity? No
   - Gas? No
   - Sewers? No
   - Water? No
5. Additional Comments: _____

UNIQUE CHARACTERISTIC OF PROPERTY AND ADDITIONAL COMMENT:

SIGNATURE: _____ DATE: 4/26/2019

BY: Jefferson W. Myers

TITLE: President Board of Trustees - Unity of Joplin



300 150 0 300 600 900

Feet

Case 018-19: 2902 East 20th Street – A request to rezone from Single Family Residential District (R-1) to Commercial District (C-3) for the construction of a Tire & Lube Business – CEI Engineering & Associates, Inc.

P & Z Case 018-19
CEI Engineering & Associates, Inc.
(P & Z Recommended Approval)

COUNCIL BILL NO. 2019-265 ORDINANCE NO.

AN ORDINANCE amending Ordinance No. 2004-256, passed by the Council of the City of Joplin, Missouri, November 15, 2004, by removing from District R-1 and including in District C-3 property as described below and located 2902 East 20th Street, City of Joplin, Jasper County, Missouri.

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

Section 1. Having referred the subject matter of this ordinance to the City Planning and Zoning Commission and having given at least fifteen days' notice of time and place of hearing on same by publication in the Joplin Globe, Ordinance No. 2004-256 is hereby amended by the following described property and including in District C-3:

> Lot 81 in Kindreds Replat, EXCEPT street right-of-way, all located in the City of Joplin, Jasper County, Missouri, according to the recorded plat thereof.

Section 2. That the City Clerk is hereby ordered to file this ordinance with the Zoning District Map maintained in her office and to note the changes herein provided thereon.

PASSED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, this the _____ 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:
CB 2019- 266 -Rezone to Commercial District (C-1)

MEETING DATE:
July 1, 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, Interim City Manager- Daniel Pekarek.

SUMMARY REQUEST:
Case 019-19: 407 East 20th Street and 411 East 20th Street– A request to rezone from Two-Family Residential District (R-2) to Neighborhood Commercial District (C-1) for the operation of a Nail Salon - Kieng Bui.

BACKGROUND:
The current R-1 district does not appear to be the best use of this property because of the existing heavy commercial activities nearby and the property's access is currently restricted to 20th St which is classified as an arterial street. The restricted access is created by a mapped stream that is located on both the west side and south side of this property. The property currently has approximately 310 ft. of frontage along 20th St. which contains a significant amount of traffic. Market conditions and surrounding commercial land uses have made this property more suited for commercial development rather than single-family residential development for which it is currently zoned.

PLANNING & ZONING COMMISSION TESTIMONY:
Kieng Bui, 127 S Forrest Ave., Joplin, MO. Ms. Bui stated that she would like to get this rezoned for the operation of a nail salon and the lot to the east a Vietnamese restaurant.

Mrs. Bruckner-Sears wanted to know about the parking for the nail salon.

Ms. Bui stated the lot is where she wants to open a parking lot for the nail salon and the restaurant.

Mr. Bolander stated that the proposal is to put the parking lot on the east side of the alley which is a vacant lot. On the west side of the alley is an old commercial building.

PUBLIC COMMENT;
None.

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

RECOMMENDATIONS:
Planning & Zoning Commission recommends approval (6 in Favor 0 Nays, 1 Absent).
Staff recommends approval of Case 019-19.

ATTACHMENTS
CB 2019- 266, Staff Planning Report, P&Z Commission Minutes

CB 2019-265

Case 019-19: 407 East 20th Street and 411 East 20th Street– A request to rezone from Two-Family Residential District (R-2) to Neighborhood Commercial District (C-1) for the operation of a Nail Salon - Kieng Bui

Kieng Bui, 127 S Forrest Ave., Joplin, MO. Ms. Bui stated that she would like to get this rezoned for the operation of a nail salon and the lot to the east a Vietnamese restaurant.

Mr. Ramsour asked the commissioners if they had any questions.

Mrs. Bruckner-Sears wanted to know about the parking for the nail salon.

Ms. Bui stated the lot is where she wants to open a parking lot for the nail salon and the restaurant.

Mr. Bolander stated that the proposal is to put the parking lot on the east side of the alley which is a vacant lot. On the west side of the alley is an old commercial building.

Mr. Ramsour asked if there were any other questions by the commissioners?

Mr. Eastman asked Mr. Bolander if he had seen the preliminary drawings?

Mr. Bolander reply that he had not. She is not required to submit one, we are just looking at the land use right now.

Mr. Ramsour asked if there anyone else that would like to speak in favor of this case? There were not. There was no one to speak in opposition of this request.

MR. DERMOTT MOVED, SECONDED BY MR. EASTMAN, TO BE FORWARDED TO THE CITY COUNCIL WITH RECOMMENDATION FOR APPROVAL FOR CASE 019-19. MOTION CARRIED, WITH MR. RAMSOUR, MR. DERMOTT, MRS. BRUECKNER-SEARS, MRS. STEELE, MR. MCCULLOUGH, AND MR. EASTMAN VOTING "AYE". (6 IN FAVOR, 0 NAYS, 1 ABSENT).

Z&P Meeting: June 10, 2019
City Council Meeting: July 1, 2019

STAFF PLANNING REPORT
Rezoning

CASE 019-19 A request to rezone from R-2 (Two-Family Residential) to C-1 (Neighborhood Commercial District)

LOCATION 407 E. 20th St. & 411 E. 20th St.

APPLICANT Kieng Bui

EXISTING CONDITIONS

Zoning	Land Use	Property Size
R-2	Vacant Commercial Building & Vacant Lot	Commercial Building 38' x 40' Vacant Lot 38' x 120'

SITE CONTEXT

	North	East	South	West
Existing Zoning	R-2	R-2	R-2	R-2
Land Use	Single-Family Homes	Single-Family Home	20th St. Corridor & Single-Family Homes	Single-Family Homes

FUTURE LAND USE

Joplin's Future Land Use Map shows this property is appropriate for a commercial use which is consistent with the request.

TRANSPORTATION

Streets with access	Classification	Right-of-way width
Grand Ave.	Local	60'

UTILITIES Utilities do not need to be extended to this property.

FLOOD PLAIN N.A.

STAFF ANALYSIS

CONSISTENT WITH DEVELOPMENT POLICIES OF THE COMPREHENSIVE PLAN?

Even though this property is currently zoned two-family residential, the lot facing Grand Ave. is a vacant lot and there is an existing old vacant neighborhood grocery store located to the west across the alleyway. The request is consistent with the policies of the comprehensive plan and the recommendation of the future land use map which recommends a commercial land use.

THE SUITABILITY OF THE SUBJECT PROPERTY FOR THE USES TO WHICH IT HAS BEEN RESTRICTED

The properties in this request are currently zoned two- family residential which will not permit the reuse of the old neighborhood grocery store or the vacant lot for off-street parking.

THE EXTENT THAT THE ZONING CHANGE WILL DETRIMENTALLY AFFECT NEARBY PROPERTY

The greatest impact will be to nearby residences, but both properties in this request are located along an arterial street that contain higher traffic volumes than residential streets. Also, there is currently a C-1 district with a strip center located to the west less than one block away. The impact of the traffic and commercial uses have already been felt by the adjacent residential neighborhood.

DISCUSSION

Staff believes the request for a C-1 district is appropriate for this location. First, the C-1 district is a neighborhood commercial district which is intended to serve the immediate area and neighborhood. Uses in the C-1 district tend to be "lighter" commercial uses and have limited hours of operation and are better neighbors to residential areas. The proposed nail salon will be a good reuse of the old vacant commercial building located at 407 E. 20th St. while the vacant lot at 411 E. 20th St. can be used for off street parking.

Staff recommends approval of Case 019-19.

ATTACHMENTS

- Application

RECEIVED 5-2-19

REZONING APPLICATION FORM

Return Form to:
Planning / Community Development Specialist.
Joplin City Hall
602 South Main Street
Joplin, Missouri 64801
417-624-0820 Ext. 511
FAX 417-625-4738

For Office Use Only

Case No.: 019-19/09-19-2
Filing Fee: $500.00
Date Advertised: 5/26/19
Date Notices Sent 5/28/19
Public Hearing Date: 6-10-19

APPLICANT: KIENG BUI PHONE: 830 9008385
ADDRESS: ~~1916 S Murphy Ave~~ 127 S Forest ZIP: 64801
OWNER: KIENG BUI Ave, Joplin PHONE: 830 9008385
ADDRESS: 127 S. Forest Ave, Joplin, MO ZIP: 64801
LOCATION OF PROPERTY: 407 E 24th St and 411 E 20th
LEGAL DESCRIPTION:

TRACT 1:
ALL OF LOT NUMBERED TWENTY-FIVE (25)

TRACT 2:
ALL OF THE EAST 40 FEET OF LOT NUMBERED SEVENTY-TWO (72) AND THE EAST 40 FEET OF THE SOUTH 10 FEET OF LOT NUMBERED SEVENTY-ONE (71) IN MITCHELL'S SECOND ADDITION TO THE CITY OF JOPLIN, JASPER COUNTY, MISSOURI, ACCORDING TO THE RECORDED PLAT THEREOF.

Present Zoning: R-2 Requested Zoning: C-1 Acreage:
Present Use of Property: VACANT BUILDING

SURROUNDING LAND USE AND ZONING:

	Land Use	Zoning
North	HOME	R-2
South	HOME	R-2
East	VACANT LOT	R-2
West	HOME	R-2

CHARACTER OF THE NEIGHBORHOOD: MIX OF COMMERCIAL AND HOMES

RELATIONSHIP TO EXISTING ZONING PATTERN:

1. Would proposed change create a small, isolated district unrelated to surrounding districts?
   NO
2. Are there substantial reasons why the property cannot be used in accord with existing zoning?
   If yes, explain: CURRENT ZONING DOES NOT PERMIT A NAIL SALON

CONFORMANCE WITH COMPREHENSIVE PLAN:

1. Consistent with Development Policies? YES
2. Consistent with Future Land Use Map? YES

THE FOLLOWING MUST ACCOMPANY YOUR APPLICATION:

1. One copy of a legal description of the property proposed to be rezoned.
2. One copy of a statement describing the reasoning for the rezoning, the impact of the proposed change, including any traffic conditions that may result; any danger from fire hazards; how the proposed change may effect the character of the surrounding properties; and how the proposed change will benefit the City of Joplin.
3. Owner Affidavit, if applicant applying for the rezoning is not the owner of the property be rezoned

TRAFFIC CONDITIONS:

1. Street(s) with Access to Property: 20th St.
2. Classification of Street(s):
   Arterial_____ Collector ✓ Local _____
3. Right-of-Way Width: _____
4. Will turning movements caused by the proposed use create an undue traffic hazard?
   NO

IS PLATTING OR REPLATTING REQUIRED TO PROVIDE FOR:

1. Appropriately Sized Lots? NO
2. Properly Sized Street Right-of-Way? ~~YES~~ NO
3. Drainage Easements? NO
4. Utility Easements:
   - Electricity? NO
   - Gas? NO
   - Sewers? NO
   - Water? NO
5. Additional Comments: _____

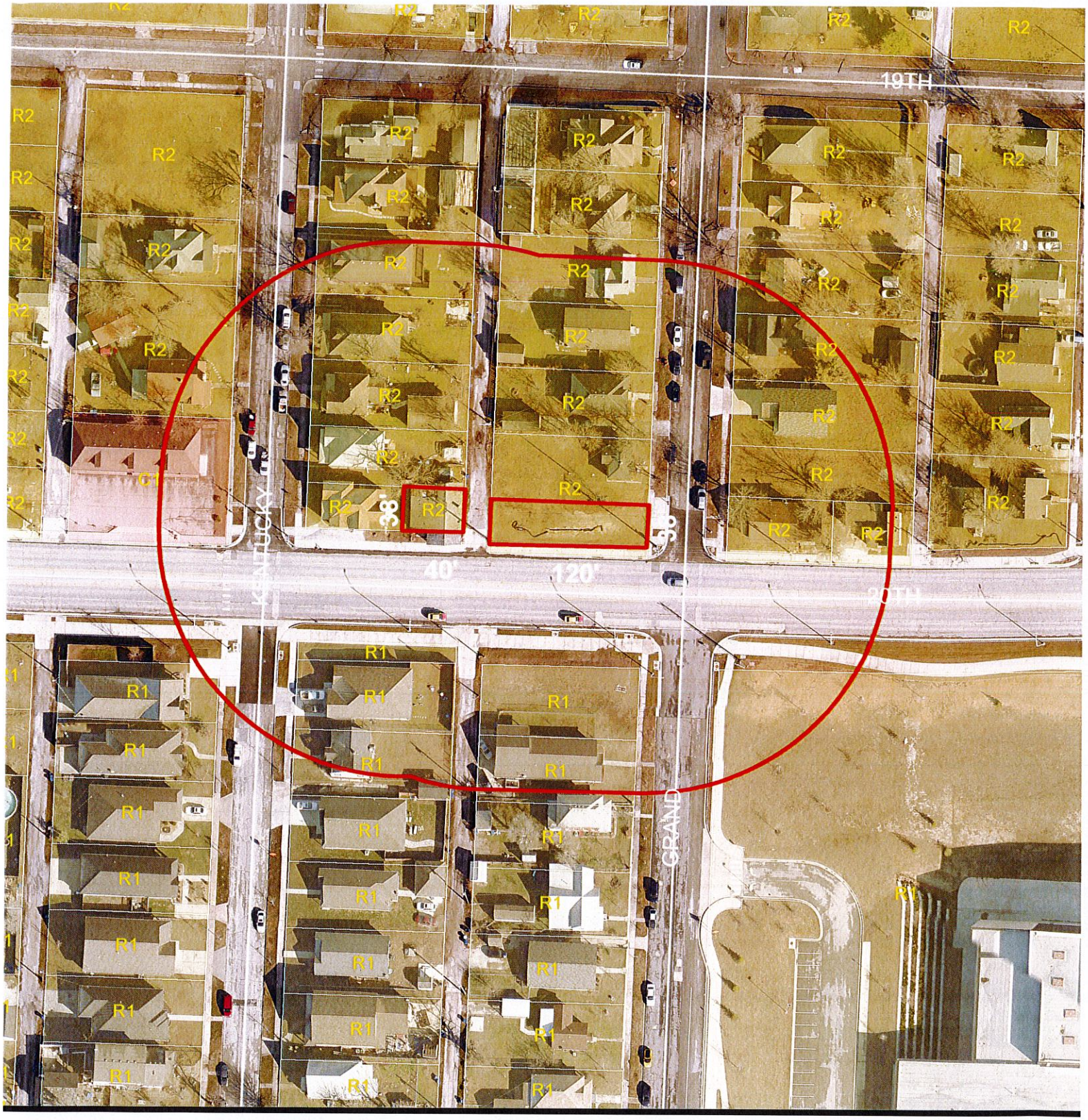
UNIQUE CHARACTERISTIC OF PROPERTY AND ADDITIONAL COMMENT:

20th St. Corridor Is Transitioning To Commercial

SIGNATURE: _____ DATE: _____

BY: KIENG BUI

TITLE: _____



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Feet

Case 019-19: 407 East 20th Street and 411 East 20th Street– A request to rezone from Two-Family Residential District (R-2) to Neighborhood Commercial District (C-1) for the operation of a Nail Salon - Kieng Bui

N

P & Z Case 019-19
Kieng Bui.
(P & Z Recommended Approval)

COUNCIL BILL NO. 2019-266 ORDINANCE NO.

AN ORDINANCE amending Ordinance No. 2004-256, passed by the Council of the City of Joplin, Missouri, November 15, 2004, by removing from District R-2 and including in District C-1 property as described below and located 407 and 411 East 20th Street, City of Joplin, Jasper County, Missouri.

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

Section 1. Having referred the subject matter of this ordinance to the City Planning and Zoning Commission and having given at least fifteen days' notice of time and place of hearing on same by publication in the Joplin Globe, Ordinance No. 2004-256 is hereby amended by the following described property and including in District C-3:

> All of Lot Numbered Twenty-Five (25) AND all of the East 40 feet of Lot Numbered Seventy-Two (72) and the East 40 feet of the South 10 feet of Lot Numbered Seventy-One (71) in Mitchell's Second Addition to the City of Joplin, Jasper County, Missouri , according to the recorded plat thereof.

Section 2. That the City Clerk is hereby ordered to file this ordinance with the Zoning District Map maintained in her office and to note the changes herein provided thereon.

PASSED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, this the _____ 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:
CB 2019-267-Rezone to Commercial District (C-3)

MEETING DATE:
July 1, 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, Interim City Manager- Daniel Pekarek.

SUMMARY REQUEST:
Case 020-19: 3925 South Range Line Road – A request to rezone from Single Family Residential District (R-1) to Commercial District (C-3) for the operation of a Medical Marijuana Dispensary – Joe Burtrum Jr.

BACKGROUND:
The property in the request is currently zoned single-family residential due to the merger of the City of Joplin and the Village of Silver Creek. The property is located along the Range Line commercial corridor that contains large traffic volumes near an Interstate interchange. The RV business located 250ft to the south of this request is also zoned R-1 (single-family residential) because of the merger between Joplin and Silver Creek. In the future if the city needed to assign an appropriate zoning classification to the RV business, it would be C-3 (Heavy Commercial) so heavy commercial uses are already operating in this area. There are existing "heavy" commercial and "heavy" industrial uses already operating in this area which makes it difficult to recommend the denial of the request to rezone the property to C-3.

PLANNING & ZONING COMMISSION TESTIMONY:
Joe Burtrum Jr., 7192 Gateway Drive, Joplin, MO. This property has always been commercial until annexed into the City of Joplin and the City rezoned it to R-1. He is wanting it back to commercial and turn it into a new business.

Mr. Ramsour stated that any annexation into the city comes in automatically as R-1 and must be rezoned if the need exists for that.

Mr. McCullough asked Mr. Burtrum if he was going to use the existing building that is on the property?

Mr. Burtrum stated he will use the existing building, it is on 1 acre of property.

PUBLIC COMMENT:
Derek Snyder, 3007 Silver Creek Dr., Joplin, MO. Mr. Burtrum's application listed his intended use for this property as a Medical Marijuana Dispensary. Mr. Snyder also stated that the address is Range Line Rd but is on the outer road. There is not direct access to Range Line. He also believes that any kind of C-3 establishment in that area would definitely conflict with the neighborhood surroundings of Silver Creek. He thinks it would devalue properties, lead to deterioration of the neighborhood environment that exists there now.

Ancelee Corkel, 3006 Keller Dr., Joplin, MO. She stated that she has gone around the neighborhood and to the four of the five adjoining properties in this 185' radius and everyone sent in petitions against the rezoning. She also stated that they are glad to be in Joplin, but they don't want to be messed with and further down the road if they open this door what is going to happen to Silver Creek Rd. She hopes that the commissioners listen to their recommendation and deny the rezoning.

Dody Walker, 3211 Moorehead Dr., Joplin, MO, which is directly affected by this potential change. This is the only access to her property as far as Moorehead Dr., which is also a dead-end street consisting of 19 homes. The traffic concerns are when the former FAG Bearing lets out, there is about 15 minutes after each shift change that you cannot turn left going out of Moorhead Dr. There are children playing, a small creek, tree lined village, deer, foxes, we do not have retail business. She stated they don't want it there.

Ms. Corkel stated that FAG Bearing was the first one to send in the protest petition to City Hall by electronic device and that was done at least a week ago. It is here somewhere and has gotten lost and they are a major part of this property that is in question.

Mr. Bolander stated that it hasn't been a week, we sent them the Petition of Protest on Friday. They did say they would protest but they have not returned it yet.

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

RECOMMENDATIONS:
Planning & Zoning Commission recommends denial (5 in Favor, 1 Nay, 1 Absent).
Staff recommends approval of Case 020-19.

ATTACHMENTS
CB 2019- 267, Staff Planning Report, P&Z Commission Minutes

CB 2019-267

Case 020-19: 3925 South Range Line Road – A request to rezone from Single Family Residential District (R-1) to Commercial District (C-3) for the operation of a Medical Marijuana Dispensary – Joe Burtrum Jr.

Joe Burtrum Jr., 7192 Gateway Drive, Joplin, MO. This property has always been commercial until annexed into the City of Joplin and the City rezoned it to R-1. He is wanting it back to commercial and turn it into a new business.

Mr. Ramsour stated that any annexation into the city comes in automatically as R-1 and must be rezoned if the need exists for that.

Mr. McCullough asked Mr. Burtrum if he was going to use the existing building that is on the property?

Mr. Burtrum stated he will use the existing building, it is on 1 acre of property.

Mr. Ramsour asked if there was anyone to speak in favor of this case? There were not. Is there anyone to speak in opposition of this case?

Derek Snyder, 3007 Silver Creek Dr., Joplin, MO. He understands what the duties of this Commission are and you're here to make a recommendation to the City Council. Ultimately, the City Council will decide if this property should be rezoned or not. Mr. Burtrum's application listed his intended use for this property as a Medical Marijuana Dispensary. Mr. Snyder went over the C-3 District regulations for the commissioners. There is a chapel right at the entry way of Silver Creek area. The current building use to be the Village Hall for Trustee meetings. Mr. Snyder also stated that the address is Range Line Rd but is on the outer road. There is not direct access to Range Line. He also believes that any kind of C-3 establishment in that area would definitely conflict with the neighborhood surroundings of Silver Creek. He thinks it would devalue properties, lead to deterioration of the neighborhood environment that exists there now.

Mr. Ramsour stated that before we vote all the Petitions of Protest we have in front of us will be announced.

Ancelee Corkel, 3006 Keller Dr., Joplin, MO. She stated that she has gone around the neighborhood and to the four of the five adjoining properties in this 185' radius and everyone sent in petitions against the rezoning. Mrs. Corkel read the state rules for Medical Marijuana Dispensaries. She also stated that they are glad to be in Joplin, but they don't want to be messed with and further down the road if they open this door what is going to happen to Silver Creek Rd. She hopes that the commissioners listen to their recommendation and deny the rezoning.

Mr. Ramsour stated that just for informational purposes that at our meeting last month we did pass an ordinance changing/amending the Joplin Zoning Regulations to accommodate Medical Marijuana Dispensaries within the city limits.

Mr. Bolander stated that City of Joplin determines the categories which would be permitted in C-2 or C-3 districts, they are the heavier districts.

Mr. Ramsour stated that the City of Joplin is on top of this new industry.

Dody Walker, 3211 Moorehead Dr., Joplin, MO, which is directly affected by this potential change. This is the only access to her property as far as Moorehead Dr., which is also a dead-end street consisting of 19 homes. The traffic concerns are when the former FAG Bearing lets out, there is about 15 minutes after each shift change that you can not turn left going out of Moorhead Dr. There are children playing, a small creek, tree lined village, deer, foxes, we do not have retail business. She stated they don't want it there.

Mr. Ramsour read into record the Petitions of Protest. There were from Wheelen Investments, Rick Bradley, 3011 Moorehead Dr., and Ozark Agents, LLC by Christopher Dumm. Mr. Ramsour asked staff if they have anything they would like to elaborate on? Mr. Bolander stated he did not.

Ms. Corkel stated that FAG Bearing was the first one to send in the protest petition to City Hall by electronic device and that was done at least a week ago. It is here somewhere and has gotten lost and they are a major part of this property that is in question.

Mr. Bolander stated that it hasn't been a week, we sent them the Petition of Protest on Friday. They did say they would protest but they have not returned it yet.

MR. EASTMAN MOVED, SECONDED BY MR. DERMOTT, TO BE FORWARDED TO THE CITY COUNCIL WITH RECOMMENDATION FOR DENIAL FOR CASE 020-19. MOTION CARRIED, WITH MR. RAMSOUR, MR. DERMOTT, MRS. STEELE, MR. MCCULLOUGH, AND MR. EASTMAN VOTING "AYE". MRS. BRUCKNER-SEARS VOTING "NAY". (5 IN FAVOR, 1 NAYS, 1 ABSENT).

Z&P Meeting: June 10, 2019
City Council Meeting: July 1, 2019

STAFF PLANNING REPORT
Rezoning

CASE 020-19 A request to rezone from R-1 (Single Family Residential) to C-3 (Commercial District)

LOCATION 3925 S. Range Line Rd.

APPLICANT Joe Burtrum Jr.

EXISTING CONDITIONS

Zoning	Land Use	Property Size
R-1	Wedding Chapel	Approx. 1 Acre

SITE CONTEXT

	North	East	South	West
Existing Zoning	M-2	R-1	R-1	C-2-PD
Land Use	Manufacturing Company and I-44 & Range Line Rd. Interchange	Single-Family Residential	Law Office & RV Sales and Service	Range Line Commercial Corridor with Hotel and Restaurant

FUTURE LAND USE

Joplin's Future Land Use Map shows this property is appropriate for a retail commercial use which is consistent with the request.

TRANSPORTATION

Streets with access	Classification	Right-of-way width
Outer Rd. used for Range Line access	Arterial	Approx. 270 ft.: part of the Range Line Rd right-of-way

UTILITIES Utilities do not need to be extended to this property.

FLOOD PLAIN N.A.

STAFF ANALYSIS

CONSISTENT WITH DEVELOPMENT POLICIES OF THE COMPREHENSIVE PLAN?

Even though this property is currently zoned single-family residential, it has a commercial use on the property (wedding chapel). This occurred because the Village of Silver Creek merged with the City of Joplin. Under the city's zoning regulations, regardless of the current land use, all properties that are brought into the City of Joplin through annexations and mergers are automatically zoned R-1 until a public hearing is held to try and determine an appropriate zoning classification. The adopted future land use map shows the property is appropriate for retail commercial development which is consistent with the proposed use and other uses permitted in C-3 districts. The request is consistent with the development policies of the city's comprehensive plan.

THE SUITABILITY OF THE SUBJECT PROPERTY FOR THE USES TO WHICH IT HAS BEEN RESTRICTED

This property is currently zoned residential and contains a wedding chapel which is not a heavy commercial use. The applicant is proposing to rezone the property to commercial to allow the sale of medical marijuana. The city council recently adopted regulations to restrict the sale of licensed medical marijuana to heavier commercial districts such as C-2 (Central Business District) and C-3 (Commercial Districts). The current R-1 district or potential "lighter" commercial districts do not permit retail sales of medical marijuana.

THE EXTENT THAT THE ZONING CHANGE WILL DETRIMENTALLY AFFECT NEARBY PROPERTY

There will be minimal impact on adjacent and nearby commercial properties since most of the existing commercial use are classified as C-2 or C-3 type land uses. The greatest impact will be to the nearby single-family residents located to the east.

DISCUSSION

The property in the request is currently zoned single-family residential due to the merger of the City of Joplin and the Village of Silver Creek. The property is located along the Range Line commercial corridor that contains large traffic volumes near an Interstate interchange. The current R-1 district does not appear to be the best use of this property because of the existing commercial use located on the property and the heavy commercial and heavy industrial activities located nearby. For example, an RV sales and repair service is located to the south within 250 ft. of the property in this request. Like the property in the rezoning request, the RV business is also zoned R-1 (single-family residential) because of the merger between Joplin and Silver Creek. In the future if the city needed to assign an appropriate zoning classification to the RV business, it would be C-3 (Heavy Commercial) so heavy commercial uses are already operating in this area. Likewise, a M-2 district is located to the North and contains a heavy manufacturing business. Again, there are existing "heavy" commercial and "heavy" industrial uses already operating in this area which makes it difficult to recommend the denial of the request to rezone the property to C-3.

Staff recommends approval of Case 020-19.

ATTACHMENTS

- Application

REZONING APPLICATION FORM

RECEIVED 5-13-19

Return Form to:
Planning / Community Development Specialist.
Joplin City Hall
602 South Main Street
Joplin, Missouri 64801
417-624-0820 Ext. 511
FAX 417-625-4738

For Office Use Only
Case No.: ~~60~~ 020-19
Filing Fee: $500.00
Date Advertised: 5/26/19
Date Notices Sent: 5/28/19
P&Z Date: 6-10-19
City Council Date: 7-1-19

APPLICANT: Joe H. Burtrum JR PHONE: 417-781-4000
ADDRESS: 7192 Gateway Dr. ZIP:
EMAIL: JLWCWB4O@gmail.com
OWNER: NORMA & Joe Burtrum PHONE: 417-781-4000
ADDRESS: ZIP: 64804
EMAIL:
LOCATION OF PROPERTY: 3925 South Rangeline
LEGAL DESCRIPTION:

Present Zoning R-1 Requested Zoning: C-3 Acreage:
Present Use of Property: Wedding Chapel
Proposed Use of Property: Medical Marijuana Dispensary

SURROUNDING LAND USE AND ZONING:

	Land Use	Zoning
North	Manufacturing	M2
South	Law Offices	~~M2~~ Commercial
East	Resident	R1
West	Highway Rangeline	

CHARACTER OF THE NEIGHBORHOOD: Commercial

RELATIONSHIP TO EXISTING ZONING PATTERN:

1. Would proposed change create a small, isolated district unrelated to surrounding districts? No
2. Are there substantial reasons why the property cannot be used in accord with existing zoning?
   If yes, explain:

CONFORMANCE WITH COMPREHENSIVE PLAN:

1. Consistent with Development Policies? YES
2. Consistent with Future Land Use Map? YES

THE FOLLOWING MUST ACCOMPANY YOUR APPLICATION:

1. One copy of a legal description of the property proposed to be rezoned.
2. One copy of a statement describing the reasoning for the rezoning, the impact of the proposed change, including any traffic conditions that may result; any danger from fire hazards; how the proposed change may effect the character of the surrounding properties; and how the proposed change will benefit the City of Joplin.
3. Owner Affidavit, if applicant applying for the rezoning is not the owner of the property be rezoned
4. For Planned Developments the following must be submitted and reviewed before the rezoning can be advertised for public hearing:
   ___ Site Plan ___ Landscape Plan ___ Building Elevations

TRAFFIC CONDITIONS:

1. Street(s) with Access to Property: Moorehead Dr.
2. Classification of Street(s):
   Arterial_____ Collector_____ Local _____
3. Right-of-Way Width: _____
4. Will turning movements caused by the proposed use create an undue traffic hazard?
   _____

IS PLATTING OR REPLATTING REQUIRED TO PROVIDE FOR:

1. Appropriately Sized Lots?_____
2. Properly Sized Street Right-of-Way?_____
3. Drainage Easements?_____
4. Utility Easements:
   Electricity?_____
   Gas?_____
   Sewers?_____
   Water?_____
5. Additional Comments:_____
   _____
   _____

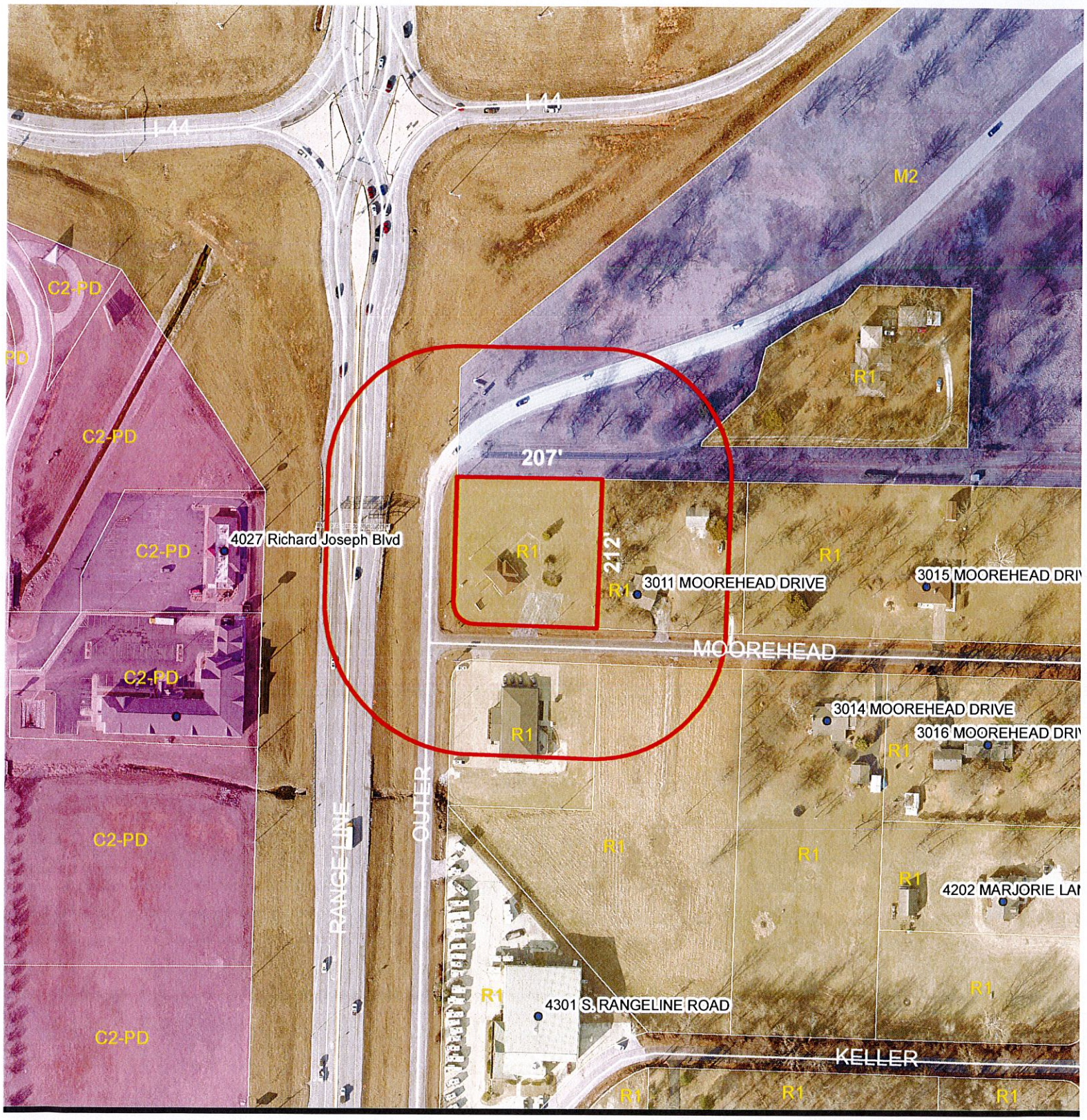
UNIQUE CHARACTERISTIC OF PROPERTY AND ADDITIONAL COMMENT:

_____
_____
_____

SIGNATURE: _____ DATE:_____

BY: _____

TITLE: _____



3925 South Range Line Road – A request to rezone from Single Family Residential District (R-1) to Commercial District (C-3) for the operation of a Medical Marijuana Dispensary – Joe Burtrum Jr.

P & Z Case 020-19
Joe Burtrum Jr.
(P & Z Recommended Denial)

COUNCIL BILL NO. 2019-267 ORDINANCE NO.

AN ORDINANCE amending Ordinance No. 2004-256, passed by the Council of the City of Joplin, Missouri, November 15, 2004, by removing from District R-1 and including in District C-3 property as described below and located 3925 South Range Line Road, City of Joplin, Newton County, Missouri.

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

Section 1. Having referred the subject matter of this ordinance to the City Planning and Zoning Commission and having given at least fifteen days' notice of time and place of hearing on same by publication in the Joplin Globe, Ordinance No. 2004-256 is hereby amended by the following described property and including in District C-3:

> Lot 5 in Block 5 in Silver Creek Park Subdivision to the Village of Silver Creek now in the City of Joplin, Newton County, Missouri according to the recorded plat thereof.

Section 2. That the City Clerk is hereby ordered to file this ordinance with the Zoning District Map maintained in her office and to note the changes herein provided thereon.

PASSED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, this the _____ 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 2019-137 Approval for the amending of Article 10, Traffic Control Devices, of Chapter 114, Traffic, of the Code of Ordinances of the City of Joplin by enacting a new Section 114-798, Neighborhood Traffic Calming.

MEETING DATE
July 1, 2019

ORIGINATING DEPARTMENT
Public Works – Engineering

ATTACHMENTS
CB 2019-137, traffic Calming Ordinance

REVIEWED BY
Director of Public Works: David Hertzberg; Director of Finance: Leslie Haase; City Attorney: Peter Edwards; Interim City Manager; Dan Pekarek.

SUMMARY
This Council Bill approves the amendment to the Joplin City Code of Ordinances by amending Article 10, Traffic Control Devices, of Chapter 114, Traffic, of the Code of Ordinances of the City of Joplin by enacting a new Section 114-798, Neighborhood Traffic Calming, which includes new regulations pertaining to neighborhood traffic calming measures, and setting a date as to when this ordinance shall become effective.

BACKGROUND
In recent years City staff has received requests from Citizens for traffic calming measures to be implemented on residential streets. After researching the policies and methods from various communities, the staff determined that a policy for traffic calming measures needs to be in place. The policy will provide steps to follow which will allow the City staff to provide consistent service to each resident request.

RECOMMENDATION
Amending the Joplin City Code of Ordinances by enacting a new Section 114-798, Traffic Calming Policy Ordinance which includes new regulations pertaining to neighborhood traffic calming measures and setting a date as to when this ordinance shall become effective.

Neighborhood Traffic Calming Policy *Final Draft 2019*



City of Joplin Public Works Department

Traffic Calming Review Process

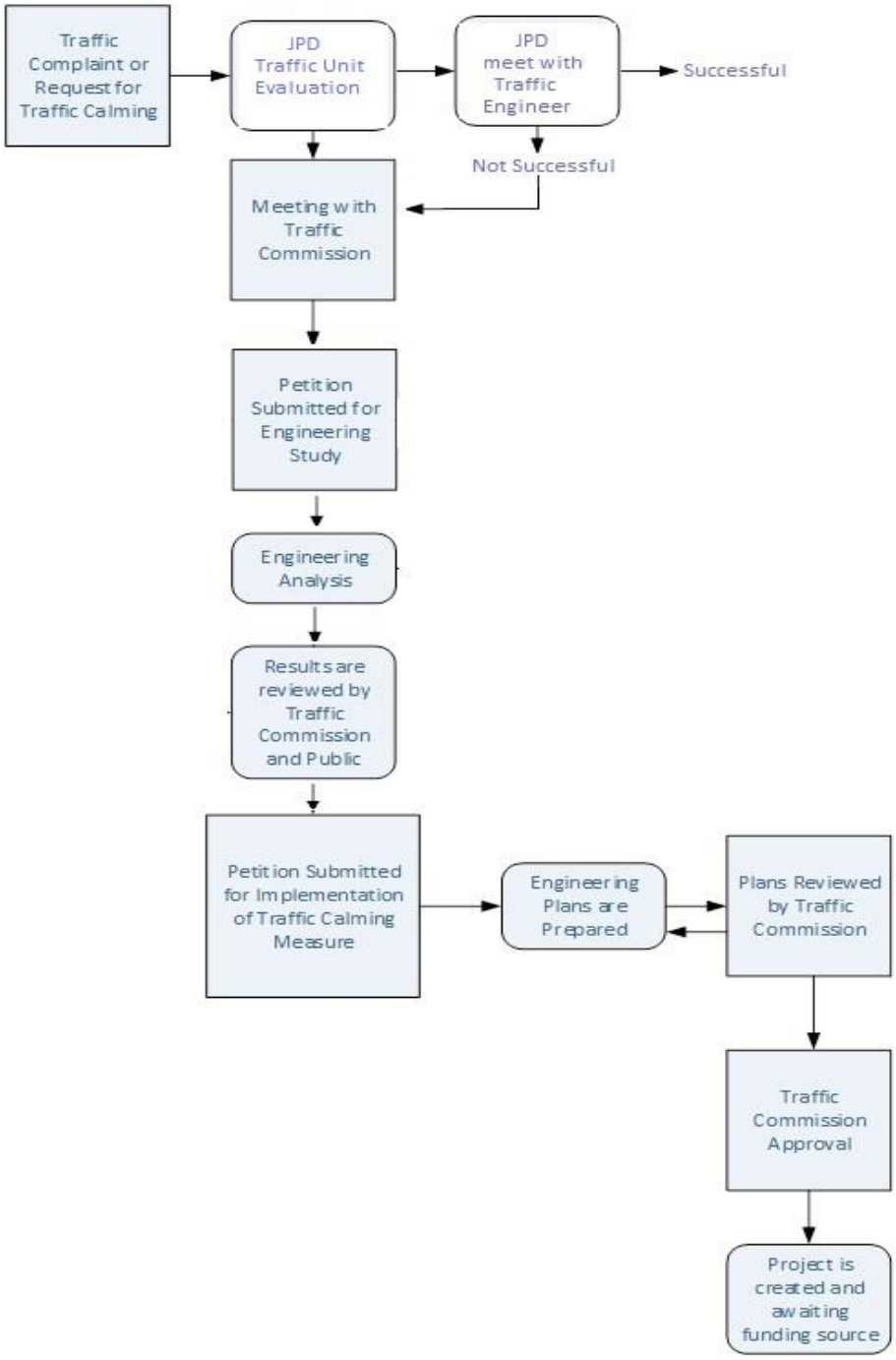


Figure 1-Flow Diagram of Traffic Calming Policy

Objective

The objective of the City of Joplin Traffic Calming Policy is to improve the livability of our neighborhoods and to minimize adverse impacts of vehicular traffic on residential and pedestrian safety through a system of education, enforcement, and engineering.

Goals

The following is a list of goals the City wishes to accomplish with this policy:

- Reduce the speed of vehicles on residential streets where an engineering study shows there is a speeding issue.
- Increase safety by reducing crash patterns on impacted residential streets.
- Develop and emphasize focused neighborhood educational programs, which address residential traffic problems.
- Implement selective enforcement actions in neighborhoods with traffic problems.
- Eliminate, or discourage, non-local, cut-through traffic on residential streets.

In implementing the Program Goals, care will be taken to:

- Encourage citizen participation throughout the Program by seeking the input of affected residents and non-resident property owners through neighborhood meetings, written communications, open forum opportunities with Traffic Commission, and with City Council.
- Minimize impacts on emergency vehicle response times caused by the implementation of neighborhood traffic calming measures.
- Respond to complaints in a timely manner.

Program Overview

This Traffic Calming Policy has been designed to ensure that each neighborhood with a proven traffic problem, determined by Traffic Analysis, has access to neighborhood traffic calming measures. The program will require significant citizen involvement. The policy has been designed to address neighborhood concerns in a timely manner by relying on staff to take the initial steps to address a perceived problem. Final traffic calming measures must be reviewed by the Traffic Commission and approved by the City Council. The level of traffic control measures, which may be implemented, is subject to available funding.

Process

The process by which a perceived problem is identified, reviewed, and possibly mitigated is a series of education, enforcement, and engineering steps. The process from notification to solution is illustrated using a flow diagram, see Figure 1.

The process is summarized in the following steps:

1. Initial Complaint and Site Review

The initiation of City involvement in mitigating a neighborhood traffic problem begins with a complaint by an individual resident or a group of residents. The complaint generally involves a perception that a significant number of motorists traveling through a neighborhood are violating the law in some way.

2. Site Review by Staff

Staff conducts a field review of the complaint and responds to the complaint within 15 working days.

3. Joplin Police Department Traffic Unit Evaluation

In the case of speeding, staff will request additional traffic enforcement by the police and/or schedule the placement of a radar speed trailer.

4. Traffic Commission Meeting with the Neighborhood

The Traffic Engineer will meet with the Traffic Commission. This meeting is scheduled on a bimonthly basis. This meeting will provide an opportunity for the neighborhood to express concerns and for staff and the commission to compare neighborhood conditions to the reasonable expectations of traffic volumes, traffic speeds, crash rates, etc. If the Traffic Commission determines that construction of a traffic calming device may be appropriate, City staff will prepare a petition for neighborhood consideration and make the petition available to residents to allow them to circulate the petition in the affected area. The City's Traffic Engineer will determine the size and definition of the affected area. The petition will describe the appropriate traffic calming device(s) and list potential benefits and problems associated with the device.

5. Engineering Analysis

If the first petition, signed by 60% of the residents (renters or owners) and allowing one signature per residence on the affected street, is submitted to the Public Works Department, City staff will conduct additional traffic analysis. A neighborhood traffic study will be prepared which reviews street cross-section, crash history, speeds, traffic counts, and conducts appropriate studies. The report will be reviewed by the Engineering Staff, Fire, Planning & Zoning, and Police, and will be made available to concerned residents.

Necessary Criteria for Consideration:

- Streets with no curb and gutter cannot have speed humps; other traffic calming devices will be considered.
- Crash history for previous three years will be reviewed. If there are no vehicular accidents within the three-year history, the street in question must meet all other criteria.
- Speed studies must indicate an 85th percentile speed of greater than 35 miles per hour or traffic calming devices will not be considered. Speed studies will only be conducted once per year per location.
- Traffic count must be over 500 average daily traffic or traffic calming devices will not be considered.
- City Staff will conduct other studies deemed appropriate for the location that could include site distance studies, pedestrian traffic, and vertical alignment.

6. Review by the Traffic Commission

The Traffic Commission and the Public, at a regularly scheduled meeting, will review the report outlining the various options and recommendations. If the City's Traffic Engineer determines that construction of a traffic calming device meets required criteria, and the Traffic Commission approves, City staff will prepare a second petition for neighborhood consideration and make the petition available to residents to allow them to circulate the petition to the affected area, as defined by the City's Traffic Engineer. The petition will describe the appropriate traffic calming device(s), list potential benefits and problems

associated with the device, and will include the City Traffic Engineer's opinion of probable cost for the improvement.

7. City Council

The City Council will review minutes from the Traffic Commission.

8. Plans Prepared and Publicly Reviewed

Upon completion, the plans will then be reviewed by the Fire Chief and Police Chief or Designee for Final Approval. Upon Approval, the Public, at a regular scheduled Traffic Commission meeting, would review the plans.

9. Traffic Calming Measure Implemented

Construction of traffic caliming device(s) will be dependent upon:

A. Construction Season - for example, traffic humps will be constructed by City's paving contractor as part of annual paving contract and will be scheduled as such.
B. City Budget – the City budget will have an account line for "Traffic Calming" and the amount available will be determined by City staff and approved by City Council during annual budget discussion. The traffic calming devices will be constructed based on a ranking system created by the City traffic Engineer and City staff using the Traffic Calming Project Ranking Criteria when total project requests are above budget allocations:
    I. 85th Percentile Speed
    II. Number of Accidents
    III. Average Daily Traffic
    IV. Pedestrian Safety
    V. Traffic Volume on Intersecting Side Streets
    VI. Verticle Alignment / Sight Distance
    VII. Street characteristics i.e. width / sidewalks/ surface/ C&G
    VIII. Order in which requests are received/approved (if needed to determine order of equally ranked projects)

10. Follow Up

The implemented traffic calming measures are monitored for effectiveness.

Approved Traffic Calming Devices

Higher Visibility Crosswalks

DESCRIPTION:
Using one of the following techniques use higher visibility crosswalks to increase driver recognition of a crosswalk:

1) Designing the crosswalk with paving blocks of contrasting colored concrete.
2) Painting the crosswalk with "zebra" stripes between the outer boundary stripes. Higher visibility crosswalks should only be used at uncontrolled crosswalks.

PURPOSE:
The primary purpose of a higher visibility crosswalk is to increase driver recognition of the crosswalk.

EFFECTIVENESS:
Higher visibility crosswalks provide more visibility to drivers than traditional crosswalks. They are also a stronger indicator of the accepted or preferred crossing location for pedestrians. As with any crosswalk, pedestrian may, however, place too high a level of reliance on the ability of the crosswalk to control diver behavior.

PARKING IMPACTS:
There are no direct parking impacts associated with installing a higher visibility crosswalk within an existing crosswalk. However, a minimum of 20-30 feet of curbside parking may need to be prohibited on each side of the crosswalk to provide increased visibility of the crosswalk.

TRANSIT SERVICE IMPACTS:
None.

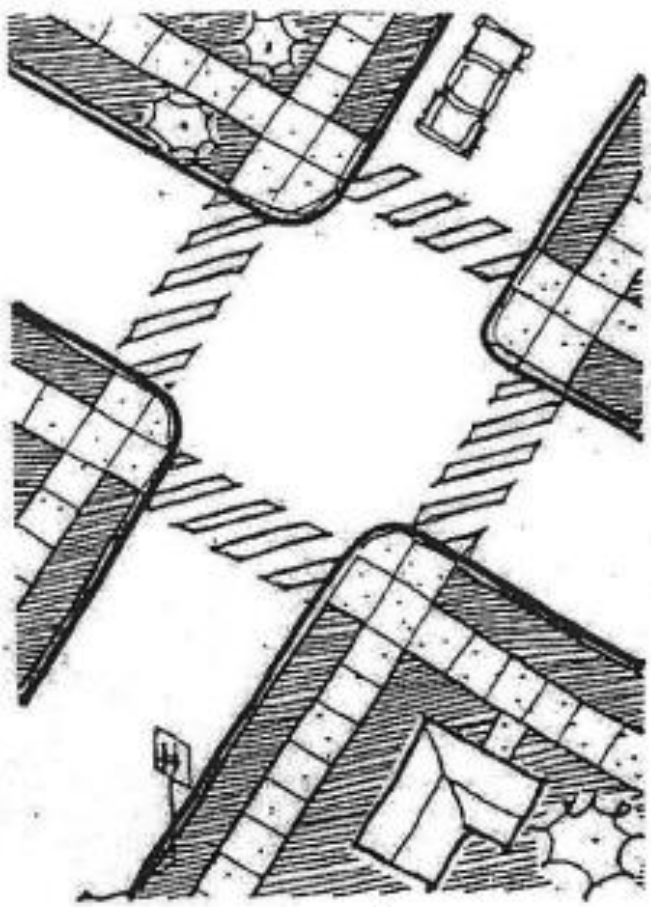
EMERGENCY SERVICE IMPACTS:
None.

NOISE IMPACTS:
Noise impacts are minimal for "zebra" striped crosswalks. Crosswalks designed with paving blocks or contrasting colored concrete can produce significant amount of noise, depending on the design.

OTHER CONSIDERATIONS:
Installation of higher visibility crosswalks would increase maintenance costs. There are also traffic control signs and pavement markings associated with crosswalks that are typically not attractive.

GUIDELINES:
The City Council may consider the installation of higher visibility crosswalks if the criteria listed below are satisfied.

1) A speed survey must demonstrate that a least 67 percent of the motorists exceed the 25-mile per hour speed limit.
2) The street must have no more than two traffic lanes; one traffic lane in each direction for two-way streets or one traffic lane for one-way streets.
3) The average traffic volume must be greater than 1,500 vehicles per 24- hour period or 150 vehicles per hour, total in both directions on an average weekday.



Entrance Treatments

DESCRIPTION:
Entrance treatments consist of physical and textural changes to streets and are located at key entryways into a neighborhood.

PURPOSE:
Entrance treatment create visual, and in some cases audible, cues that tell drivers they are entering a local residential area or that the surrounding land uses are changing. The intent is a reduction in speed.

EFFECTIVENESS:
Entrance treatments have minimal influence on a familiar drivers' routine behavior. Overall speeds and total volumes are not influenced, but it is believed that drivers are made more aware of the environment in which they are driving and are more considerate of pedestrians. Unfamiliar drivers may be influenced to avoid the use of a neighborhood street with an entrance treatment when searching for a through route.

PARKING IMPACTS:
None

TRANSIT SERVICE IMPACTS:
None

EMERGENCY SERVICE IMPACTS:
None.

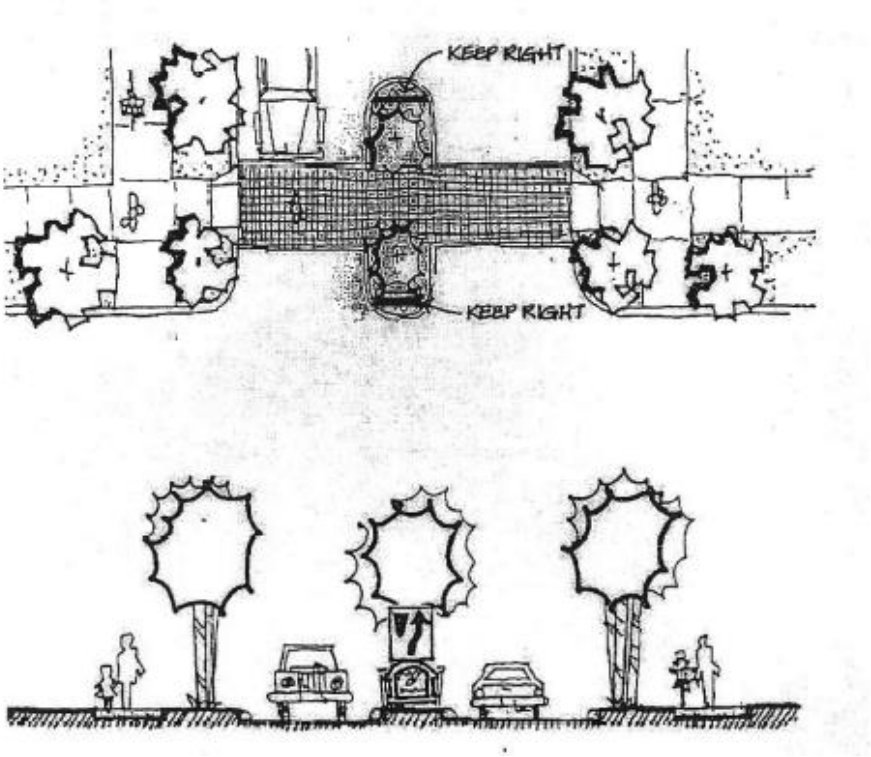
NOISE IMPACTS:
Textured pavements will introduce some new noise.

OTHER CONSIDERATIONS:
None.

GUIDELINES:
The City Council may consider the installation of entrance treatments if the criteria listed below are satisfied.

1) A speed survey must demonstrate that a least 2/3 (67%) of the motorists exceed the 25-mile per hour speed limit.
2) The street must have no more than two traffic lanes; one traffic lane in each direction for two-way streets or one traffic lane for one-way streets.
3) The average traffic volume must be greater than or approximately 1,500 vehicles per 24-hour period or 150 vehicles per hour, total in both directions

on an average weekday.



Speed Humps

DESCRIPTION:
Speed humps are pavement undulations installed along a roadway for the purpose of regulating traffic speed. There is a significant difference between speed humps and speed bumps, which are devices commonly used in shopping center parking lots. A speed bump is an abrupt pavement feature, three or four inches high and only one to three feet in length at the base (measured in the direction of vehicle travel). A speed hump, on the other hand, is generally 3 inches in height, but much gentler in configuration, with a length of at least 12 feet at the base. Speed humps properly designed and placed in appropriate locations control speed without the "jarring" effect of speed bumps. Each installation should consist of a minimum of three humps, spaced at 300-400 feet apart. Because visibility of the speed humps is very important, they will be identified with appropriate signs and markings.

PURPOSE:
Speed humps are intended to reduce vehicle speeds and/or divert traffic.

EFFECTIVENESS:
Twelve-foot speed humps may be effective at encouraging 25-mph vehicle speeds. Speeds determined by height and spacing; speeds between humps have been observed to be reduced between 20 and 25 percent on average.

PARKING IMPACTS:
None

TRANSIT SERVICE IMPACTS:
Like other vehicles, buses must cross a speed hump at reduced speeds. Transit service representatives must have an opportunity to review all speed humps that are proposed.

EMERGENCY SERVICE IMPACTS:
Like other vehicles, emergency response vehicles must cross a speed hump at reduced speeds. The speed hump design selected for a street takes into consideration whether it is used as a primary response route. The Fire Department has an opportunity to review all speed humps that are proposed. An opportunity to comment on proposed speed humps must be provided to appropriate emergency service agencies and transportation service agencies. The Traffic Commission and the City Council will consider these comments in their review.

NOISE IMPACTS:
Speed humps generate some noise. The only mitigation is to consider a hump's proximity to homes when determining where humps might be located.

GUIDELINES:
Traffic volumes typically decrease slightly after speed humps are constructed. Additional signage may be objectionable to residents.

The City Council may consider the installation of speed humps if the criteria listed below are satisfied.

1) Speed humps will be considered for a particular street section only after persistent attempts to resolve speeding by all appropriate conventional methods (posting of a speed trailer, increased enforcement, etc.) have been exhausted.

2) The street segment on which speed humps are proposed must be fairly straight and at least ¼ mile (1320 ft) long and must meet the City of Joplin's definition of a residential street. The street must include a logical segment for installation of speed humps (isolated or very short segments along a continuous street, relatively short cul-de-sacs that are less than 850 feet, and L-intersection corner areas are generally not appropriate for speed hump installations).

3) The speed limit on the proposed street must be the posted or prima facie 25 miles per hour or less.

4) A speed survey must demonstrate that at least 2/3 (67%) of the motorists exceed the 25-mile per hour speed limit.

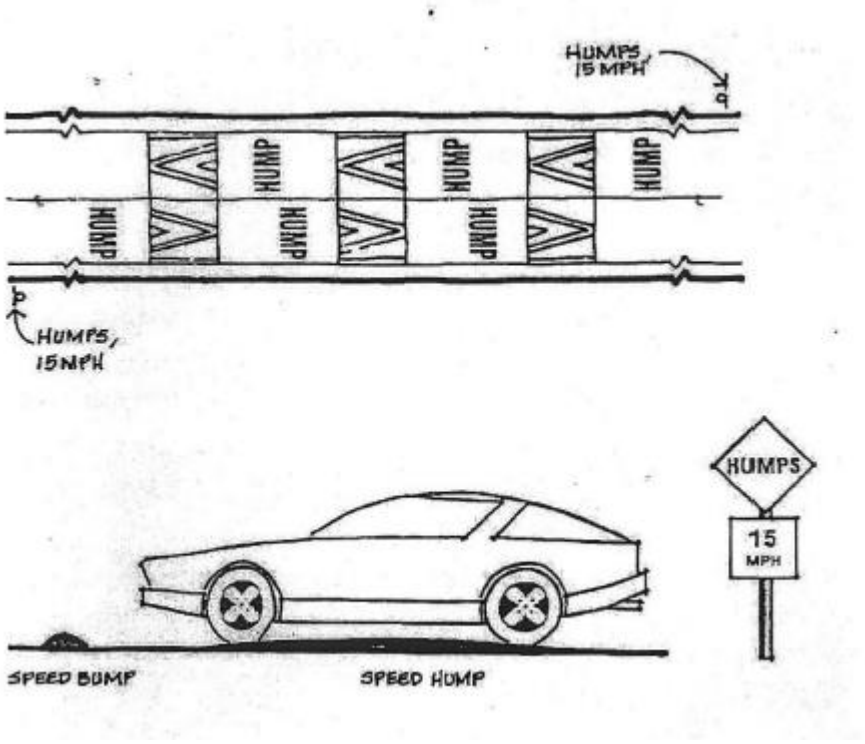
5) The street must have no more than two traffic lanes; one traffic lane in each direction for two-way streets or one traffic lane for one-way streets.

6) The average traffic volume must be approximately 1,500 vehicles per 24-hour period or 150 vehicles per hour, total in both directions on an average weekday.

7) The street must have a sustained longitudinal grade of 6% or less. Exceptions may be allowed for steeper street grades where the steeper grades prevail over relatively short distances. For instance, grades up to 8% may be acceptable for up to 400 feet and grades up to 10% may be acceptable for up to 200 feet.

8) The street must have a horizontal and vertical alignment such that there is adequate sight distance, as determined by the Director of Public Works. Example: A proposed speed hump must be visible from a three and one-half foot height at 150 feet.

9) An opportunity to comment on proposed speed humps must be provided to appropriate emergency service agencies and transportation service agencies. The Traffic Commission and the City Council in their review will consider these comments.



Curb Extensions or Chokers (bulb-outs)

DESCRIPTION:
Curb extensions or chokers narrow the street by widening the sidewalk or the landscaped parking strip.

PURPOSE:
These devices are employed to make pedestrian crossings easier, to narrow the roadway, or to slow traffic.

EFFECTIVENESS:
Curb extensions effectively improve pedestrian safety by reducing the street crossing distance and improving sight distance. They also influence driver behavior by changing the appearance of the street.

PARKING IMPACTS:
Parking impacts are minimal. However, each curb extension occupies street area that might otherwise be available for curbside parking.

TRANSIT SERVICE IMPACTS:
Curb extension do not adversely impact transit service. Curb extensions at transit stops enhance service by moving the curb so riders step directly between the sidewalk and bus door.

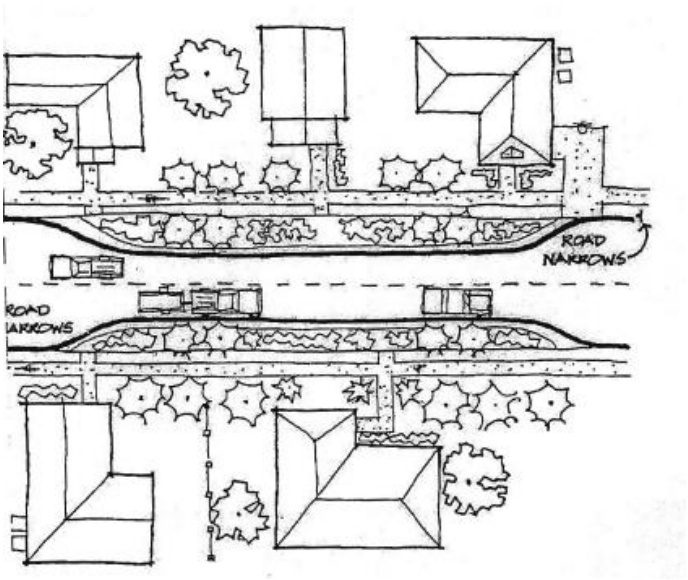
EMERGENCY SERVICE IMPACTS:
None.

NOISE IMPACTS:
None.

OTHER CONSIDERATIONS:
Where the crowns of the street are steep, curb extensions may actually go "uphill" because the new curb is higher than the original curb. If poorly designed, this can result in puddles on the sidewalk.

GUIDELINES:
The City Council may consider the installation of higher visibility crosswalks or curb extensions if the criteria listed below are satisfied.

1) A speed survey must demonstrate that a least 67 percent of the motorists exceed the 25-mile per hour speed limit.
2) The street must have no more than two traffic lanes; one traffic lane in each direction for two-way streets or one traffic lane for one-way streets.
3) The average traffic volume must be greater than 1,500 vehicles per 24- hour period or 150 vehicles per hour, total in both directions on an average weekday.



Traffic Circles

DESCRIPTION:
Traffic circles require drivers to slow to a speed that allows them to comfortably maneuver around them. Traffic circles are three or more road intersections with raised islands placed at the center of the intersection. They may be landscaped with ground cover and street trees.

PURPOSE:
The primary purpose of traffic circles is to slow high-speed traffic. An additional benefit is that they reduce the number of angle- and turning-type collisions.

EFFECTIVENESS:
Traffic circles are very effective at lowering speeds in their immediate vicinity. Traffic circles are most effective when constructed in a series on a local service street.

PARKING IMPACTS:
A minimum of 30 feet of curbside parking must be prohibited along the through street at all four corners of the intersection.

TRANSIT SERVICE IMPACTS:
Buses can maneuver around traffic circles at slow speeds provided vehicles are not illegally parked near the circles.

EMERGENCY SERVICE IMPACTS:

Fire trucks can maneuver around traffic circles at slow speeds provided vehicles are not illegally parked near the circles. An opportunity to comment on proposed traffic circles must be provided to appropriate emergency service agencies and transportation service agencies. The Traffic Commission and the City Council in their review will consider these comments.

NOISE IMPACTS:

Noise impacts are minimal. There may be some noise related to vehicles decelerating and accelerating near the circles.

OTHER CONSIDERATIONS:

If well maintained, traffic circles can be very attractive. However, there are also a lot of traffic control signs and pavement markings associated with circles that are not as attractive. Traffic circles are less effective at T-intersections and very difficult to design for offset intersections.

GUIDELINES:

The purpose of these design criteria is to provide, at the lowest cost possible, a traffic circle that will reduce traffic speeds and crash while allowing for the movement of large vehicles through the intersection. These design criteria will also provide the largest possible traffic circle, and thereby allow maximum landscaping for beautification (as funding allows), and to visually warn drivers of the obstruction.

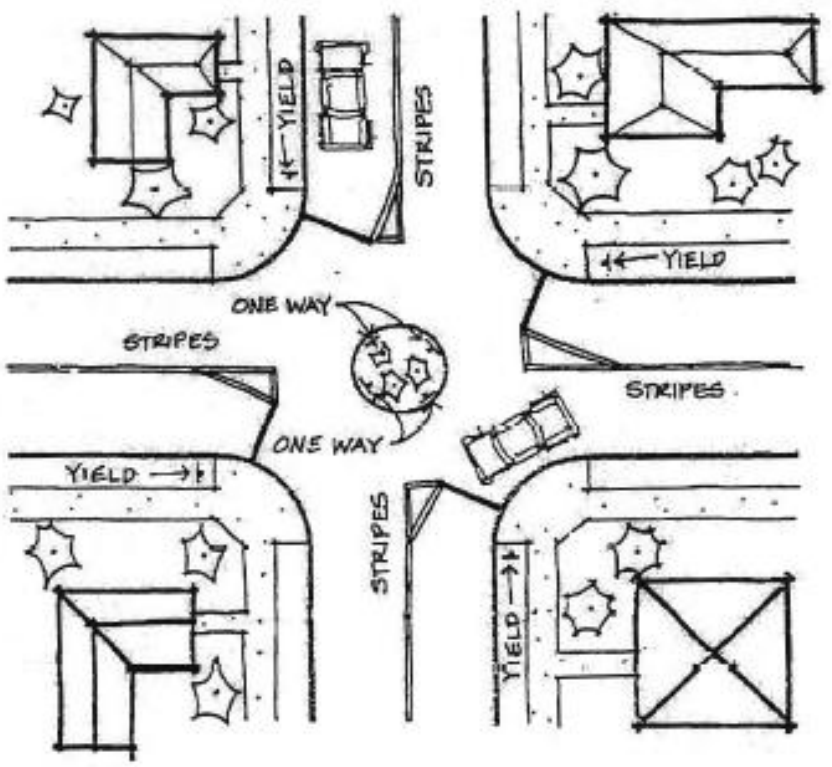
There will be cases where these design criteria cannot be totally followed and or where one or more curb returns have to be reconstructed. Some of these cases occur where intersecting streets are of different widths, and or where one or more of the intersecting streets are offset or angled. There will also be situations requiring that special attention be given to landscape and aesthetic considerations. In these cases, engineering judgment will be used in following the design criteria as closely as possible, with traffic safety and operation of prime concern.

Design Criteria (refer to the Traffic Circle Diagram for an explanation of terminology):

1) The distance between a traffic circle and the street curb projection (offset distance) will be determined based upon intersection geometry.
2) The width between a traffic circle and a curb return (opening width) will be determined based upon intersection geometry.
3) As the offset distance decreases, the opening width shall increase based upon intersection geometry.
4) The outside 2 feet of the traffic circle will be constructed with a mountable monolithic cement concrete curb and pavement surface doweled to the existing pavement.
5) Where landscaping is installed, traffic circles less than 15 feet in diameter will have one tree centered along with other plantings.
6) Where landscaping is installed, traffic circle greater than or equal to 15 feet in diameter will have three trees equally spaced and set back 4 feet from the curb face along with other plantings.

The City Council may consider the installation of traffic circles if the criteria listed below are satisfied.

1) A speed survey must demonstrate that at least 67 percent of the motorists exceed the 25-mile per hour speed limit.
2) The street must have no more than two traffic lanes; one traffic lane in each direction for two-way streets or one traffic lane for one-way streets.
3) The average traffic volume must be greater than 1,500 vehicles per 24- hour period or 150 vehicles per hour, total in both directions on an average weekday.



Roundabout

DESCRIPTION:
A roundabout is a modern version of a traffic circle with approach diverter islands. A circular island is placed in the center of an existing local street intersection. Traffic approaching the intersection is guided around the circular island. Roundabouts are generally designed to require approaching traffic to slow down when entering the intersection, while allowing a relatively easy exit movement for traffic exiting the intersection.

PURPOSE:
The purpose of a roundabout is to reduce intersection approach speeds and reduce the potential for angle and turning-type crashes, while maintaining or possibly increasing the capacity of an intersection.

EFFECTIVENESS:
Roundabouts are very effective at lowering speeds in their immediate vicinity. They are also very effective at reducing turning-type collisions; however, the potential for crashes could increase initially until drivers become accustomed to the change.

PARKING IMPACTS:
Due to the approach diverter islands associated with a roundabout, 30-50 feet of curbside parking prohibitions may be required at all four corners of an intersection.

TRANSIT SERVICE IMPACTS:
Buses can maneuver around roundabouts at slow speeds, provided that vehicles are not illegally parked near the roundabout.

EMERGENCY SERVICE IMPACTS:
An opportunity to comment on proposed roundabouts must be provided to appropriate emergency service agencies and transportation service agencies. The Traffic Commission and the City Council will consider these comments in their review.

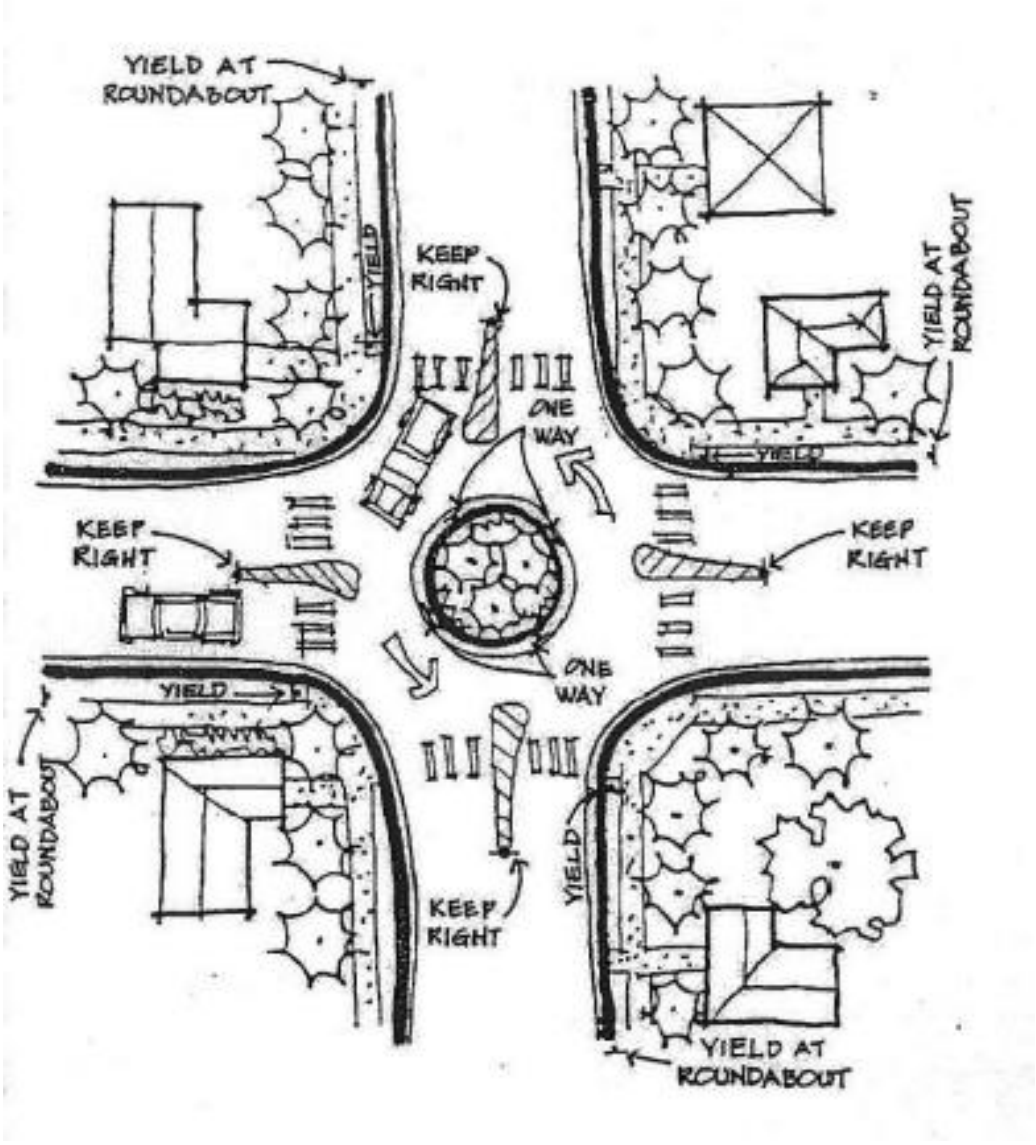
NOISE IMPACTS:
Noise impacts are minimal. There may be some noise related to vehicles decelerating near a roundabout.

OTHER CONSIDERATIONS:
If well maintained, roundabouts can be very attractive. However, there are also a lot of traffic control signs and pavement markings associated with roundabouts that would likely be unattractive.

Roundabouts are very difficult to design at T-intersections, skewed intersections, and offset intersections.

GUIDELINES:
The City Council may consider the installation of a roundabout if the criteria listed below are satisfied.

1) A speed survey must demonstrate that at least 67 percent of the motorists exceed the 25-mile per hour speed limit.
2) The street must have no more than two traffic lanes; one traffic lane in each direction for two-way streets or one traffic lane for one-way streets.
3) The average traffic volume must be greater than 1,500 vehicles per 24- hour period or 150 vehicles per hour, total in both directions on an average weekday.



One-way Street(s)

DESCRIPTION:
One or more streets within a neighborhood can be designated as "one-way", thereby redefining traffic patterns within the neighborhood.

PURPOSE:
The primary purpose of one-way street (s), as a traffic-calming tool, is to prohibit certain neighborhood cut-through movement.

EFFECTIVENESS:
One-way streets can be very effective at eliminating cut-through traffic in the prohibited direction of travel. However, a series of one-way streets can actually increase travel

distances to certain residences thereby increasing overall traffic volumes on individual roadway segments.

PARKING IMPACTS:
None.

TRANSIT SERVICE IMPACTS:
Buses would be required to follow the one-way direction of travel. The length of a bus route could consequently increase due to the installation of one-way streets.

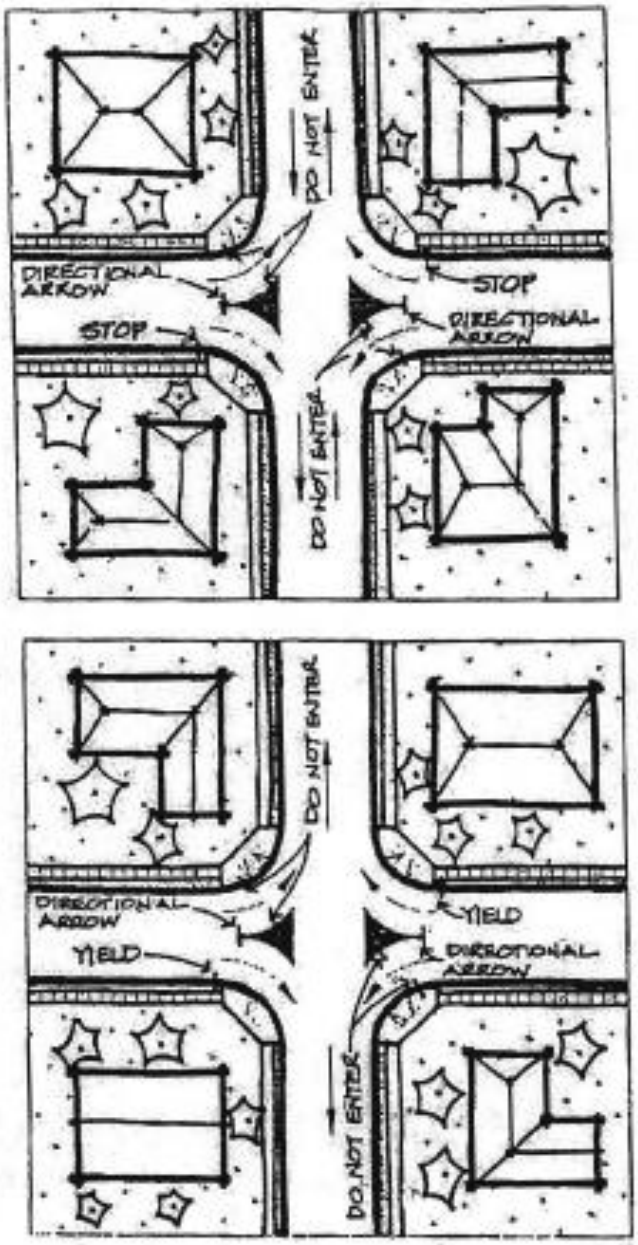
EMERGENCY SERVICE IMPACTS:
Fire trucks and other emergency vehicles could proceed along a one-way street in the wrong direction of travel required for an emergency. An opportunity to comment on proposed one-way streets must be provided to appropriate emergency service agencies and transportation service agencies. These comments will be considered by the Traffic Commission and the City Council in their review.

NOISE IMPACTS:
None

OTHER CONSIDERATIONS:
If a wide residential street is converted to a one-way street, an unfamiliar motorist exiting a residential driveway along the street may not easily understand the direction of one-way travel. A substantial number of "one-way" signs, corresponding to the number of driveways along the street, would be required to indicate the proper direction of travel to unfamiliar motorists. These signs would likely be perceived as very unattractive. 'Wrong-Way" and "Do Not Enter" signs, located at the end of a one-way street, would also be aesthetically unpleasing.

GUIDELINES:
The City Council may consider the installation of a one-way street if the criteria listed below are satisfied.

1) A speed survey must demonstrate that at least 67 percent of the motorists exceed the 25-mile per hour speed limit.
2) The street must have no more than two traffic lanes; one traffic lane in each direction for two-way streets or one traffic lane for one-way streets.
3) The average traffic volume must be greater than 1,500 vehicles per 24- hour period or 150 vehicles per hour, total in both directions on an average weekday.


DO NOT ENTER
DIRECTIONAL ARROW
STOP
STOP
DIRECTIONAL ARROW
DO NOT ENTER
DO NOT ENTER
DIRECTIONAL ARROW
YIELD
YIELD
DIRECTIONAL ARROW
DO NOT ENTER

Median Barriers

DESCRIPTION:
A median barrier is a concrete curb or island that is located along the centerline of a street and continues through the street's intersection with a given cross street.

PURPOSE:
Strategically located median barriers reduce traffic volumes on a street. Median barriers can be designed to prevent left turns from the through street and left turns and through moves from the cross street. They can also be designed to permit left turns into the cross street, while prohibiting left and through movements from the cross street.

EFFECTIVENESS:
Median barriers are very effective in reducing volumes.

PARKING IMPACTS:
Medians may not significantly impact curbside parking opportunities, but in some cases parking would be prohibited to accommodate the remaining turning movements or to make room for a wider median barrier.

TRANSIT SERVICE IMPACTS:
Median barriers would prevent transit service on the cross street that is blocked.

EMERGENCY SERVICE IMPACTS:
The turn restrictions imposed by a median barrier would apply to emergency vehicles as well and are not typically used when the street being blocked is a primary fire response route. An opportunity to comment on proposed median barriers must be provided to appropriate emergency service agencies and transportation service agencies. The Traffic Commission and the City Council in their review will consider these comments.

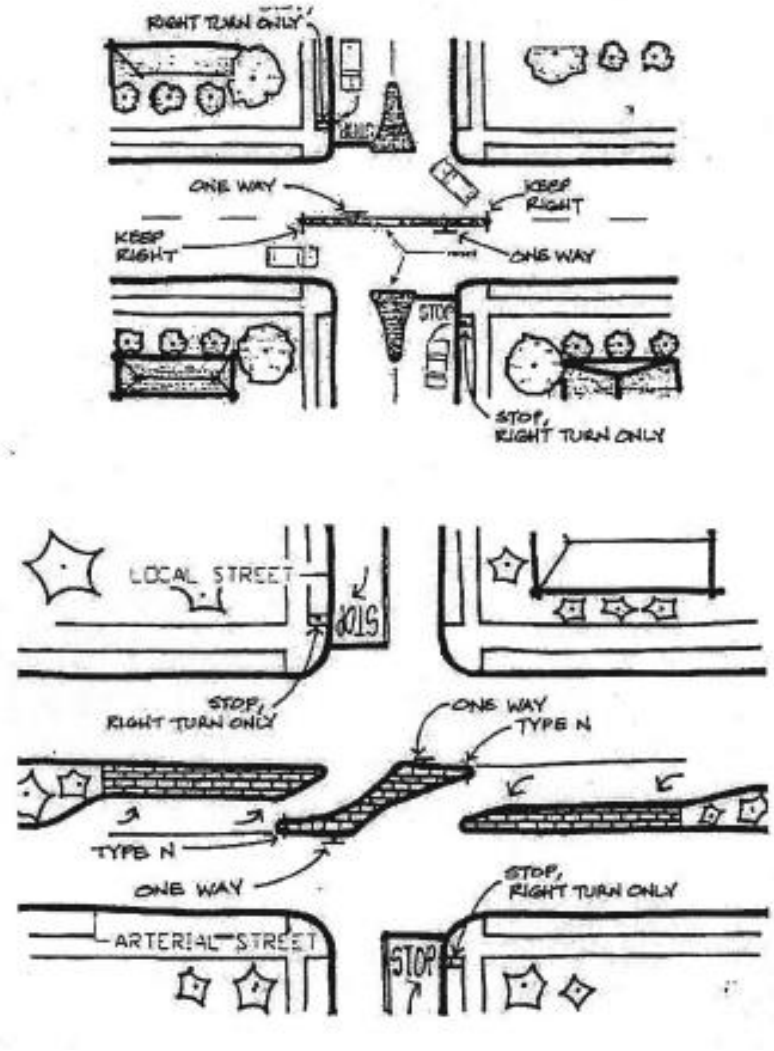
NOISE IMPACTS:
None.

OTHER CONSIDERATIONS:
Median barriers apply to all drivers, including local residents. Very special care must be taken to consider the availability, capacity, and appropriateness of the alternative routes drivers might use if a semi-diverter is constructed.

Provision should be made to make median barriers passable for pedestrians and bicyclists.

GUIDELINES:
The City Council may consider the installation of median barriers if the criteria listed below are satisfied.

1) A speed survey must demonstrate that at least 67 percent of the motorists exceed the 25-mile per hour speed limit.
2) The street must have no more than two traffic lanes; one traffic lane in each direction for two-way streets or one traffic lane for one-way streets.
3) The average traffic volume must be greater than 1,500 vehicles per 24- hour period or 150 vehicles per hour, total in both directions on an average weekday.



Semi-Diverters or Half Closures

DESCRIPTION:
Semi-diverters or half closures are located at intersections and limit access to a street by blocking the "receiving" lane of the street. They prevent drivers from entering certain legs of an intersection.

PURPOSE:
Strategically located semi-diverters can effectively reduce traffic volumes on a street.

EFFECTIVENESS:
Semi-diverters are very effective in reducing volumes.

PARKING IMPACTS:
Semi-diverters do not significantly impact curbside parking opportunities.

TRANSIT SERVICE IMPACTS:
Semi-diverters are typically only considered on non-transit streets

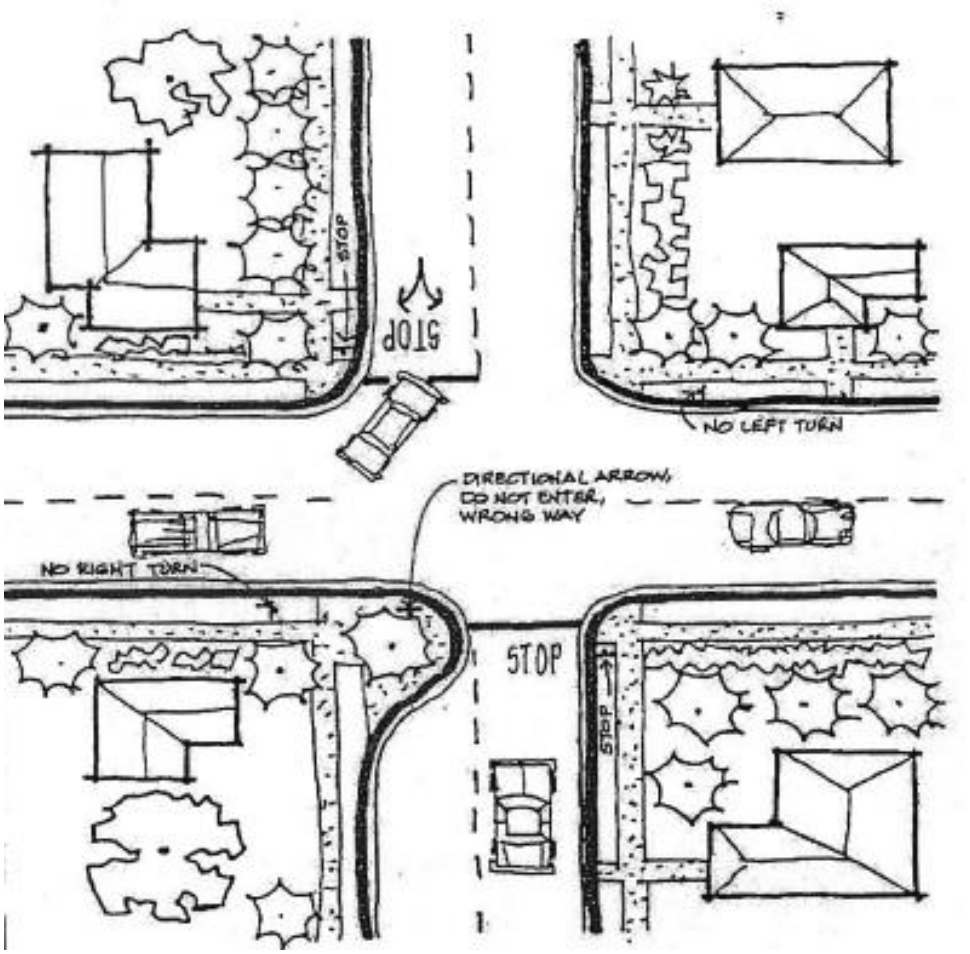
EMERGENCY SERVICE IMPACTS:
Semi-diverters allow a higher degree of emergency vehicle access than cul-de- sacs or diagonal diverters. Semi-diverters can be designed to allow emergency vehicle access, but careful consideration needs to be given to their use on primary fire response routes. An opportunity to comment on proposed semi-diverters or half closures must be provided to appropriate emergency service agencies and transportation service agencies. The Traffic Commission and the City Council in their review will consider these comments.

NOISE IMPACTS:
None.

OTHER CONSIDERATIONS:
Semi-diverters apply to all drivers, including local residents. Very special care must be taken to consider the availability, capacity, and appropriateness of the alternative routes drivers might use if a semi-diverter is constructed.

GUIDELINES:
The City Council may consider the installation of semi-diverters or half closures if the criteria listed below are satisfied.

1) A speed survey must demonstrate that at least 67 percent of the motorists exceed the 25-mile per hour speed limit.
2) The street must have no more than two traffic lanes; one traffic lane in each direction for two-way streets or one traffic lane for one-way streets.
3) The average traffic volume must be greater than 1,500 vehicles per 24-hour period or 150 vehicles per hour, total in both directions on an average weekday.



Diagonal Diverters

DESCRIPTION:
Diagonal diverters place a barrier diagonally across an intersection, disconnecting the legs of the intersection.

PURPOSE:
Strategically located diagonal diverters reduce traffic volumes on a street. Diagonal diverters prevent all through moves at an intersection.

EFFECTIVENESS:
Diagonal diverters are very effective in reducing volumes.

PARKING IMPACTS:
None.

TRANSIT SERVICE IMPACTS:
Diagonal diverters should not be considered on transit streets.

EMERGENCY SERVICE IMPACTS:
Generally, the turn restrictions imposed by a diagonal diverter would apply to emergency vehicles as well and are typically not used on primary fire response routes. However, diagonal diverters can be designed and installed to provide for emergency vehicle access. An opportunity to comment on proposed diagonal diverters must be provided to appropriate emergency service agencies and transportation service agencies. The Traffic Commission and the City Council will consider these comments in their review.

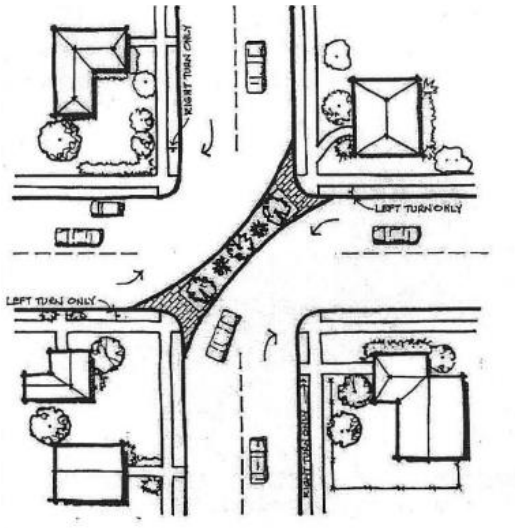
NOISE IMPACTS:
None.

OTHER CONSIDERATIONS:
Diagonal diverters apply to all drivers, including local residents. Very special care must be taken to consider the availability, capacity, and appropriateness of the alternative routes drivers might use if a diagonal diverter is constructed.

Provision should be made to make diagonal diverters passable for pedestrians and bicyclists.

GUIDELINES:
The City Council may consider the installation of diagonal diverters if the criteria listed below are satisfied.

1) A speed survey must demonstrate that at least 67 percent of the motorists exceed the 25-mile per hour speed limit.
2) The street must have no more than two traffic lanes; one traffic lane in each direction for two-way streets or one traffic lane for one-way streets.
3) The average traffic volume must be greater than 1,500 vehicles per 24- hour period or 150 vehicles per hour, total in both directions on an average weekday.



Cul-de-sac or Street Closures

DESCRIPTION:
Either closing a street at an intersection or at a mid-block location creates cul-de-sacs. Pedestrian access is provided across a landscaped island. The closure must be located away from driveways.

PURPOSE:
The purpose of a cul-de-sac is to eliminate through traffic and/or reduce speeding on long uninterrupted sections of roadway.

EFFECTIVENESS:
Cul-de-sacs are very effective at reducing traffic volumes on the cul-de-sac roadway; however, diverted traffic can increase traffic volumes on adjacent roadways.

PARKING IMPACTS:
Up to 150 feet of curbside parking must be prohibited at the location where cul-de-sac(s) are being installed.

TRANSIT SERVICE IMPACTS:
Cul-de-sacs can block transit service routes, necessitating the rerouting of transit services.

EMERGENCY SERVICE IMPACTS:
Cul-de-sacs can negatively affect response times for emergency services, particularly if they are installed on primary emergency service access routes. The landscaped island that forms the cul-de-sac can be designed as a traversable island for emergency purposes. An opportunity to comment on a proposed cul-de-sac or street closure must be provided to appropriate emergency service agencies and transportation service agencies. The Traffic Commission and the City Council in their review must consider these comments.

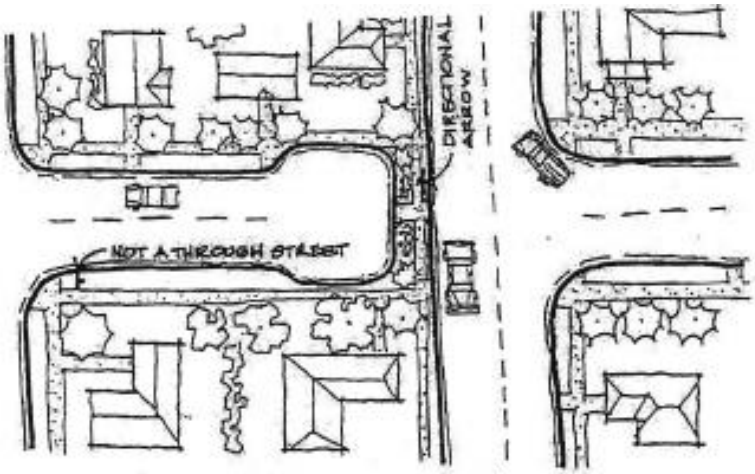
NOISE IMPACTS:
Noise impacts are minimal. In fact, there may be a reduction in noise levels due to decreased traffic volume at the cul-de-sac location.

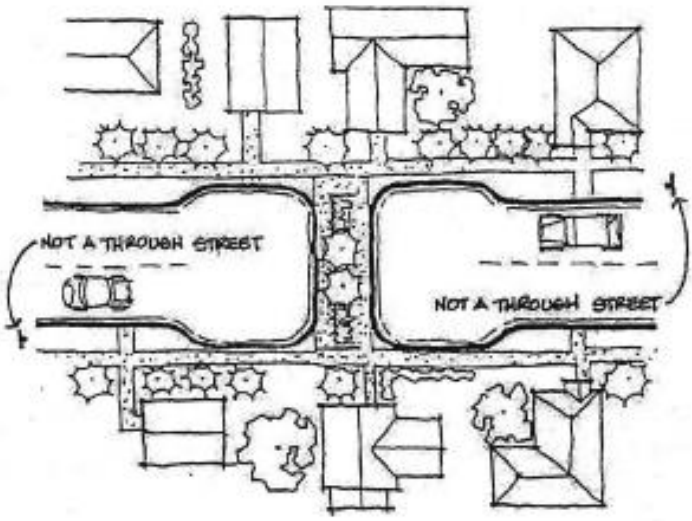
OTHER CONSIDERATIONS:
In large neighborhoods, installing a cul-de-sac on a roadway could shift a problem elsewhere, unless a strategic pattern of neighborhood traffic-calming tools is used. Cul-de-sacs can also generate confusion on the part of users searching for an address along a street. This can be resolved by renaming a portion of the street on one side of the cul-de-sac. Provisions should be made to

make the cul-de-sac (s) passable for pedestrians and bicycles.

GUIDELINES:
The City Council may consider the installation of a cul-de-sac or street closure if the criteria listed below are satisfied.

1) A speed survey must demonstrate that at least 67 percent of the motorists exceed the 25-mile per hour speed limit.
2) The street must have no more than two traffic lanes; one traffic lane in each direction for two-way streets or one traffic lane for one-way streets.
3) The average traffic volume must be greater than 1,500 vehicles per 24- hour period or 150 vehicles per hour, total in both directions on an average weekday.





Traffic Calming Signs

DESCRIPTION:
Traffic Calming Signs are generally signs with friendly messages to motorist reminding them they are entering a residential neighborhood. The signs are posted at entrances to neighborhoods and designed in such a way as to attract motorist attention while not appearing to be a regulatory or warning sign. Signs are rotated periodically to help keep the message fresh and continue to attract the attention of drivers familiar with the neighborhood.

PURPOSE:
Traffic Calming Signs are intended to increase public awareness and support other neighborhood efforts to reduce traffic speeds and encourage safe driving practices.

EFFECTIVENESS:
Traffic Calming Signs are likely to have minimal influence on the majority of drivers. No specific tests or studies have been conducted to determine the effectiveness of the program to date. Elements of the program are intended to help maintain the long-term effect of the signs.

PARKING IMPACTS:
None.

TRANSIT SERVICE IMPACTS:
None.

EMERGENCY SERVICE IMPACTS:
None.

NOISE IMPACTS:
None.

OTHER CONSIDERATIONS:
None.

GUIDELINES:
The Traffic Commission may consider the installation of Traffic Calming Signs if the criteria listed below are satisfied.

1) A petition submitted requesting the installation of Traffic Calming Signs representing a majority of households in the neighborhood.

Or

1) A request submitted by a duly authorized representative of a Homeowners Association representing the majority of homeowners in the neighborhood.

2) The street on which the sign is to be installed shall be an entrance to the neighborhood and shall have no more than two traffic lanes; one traffic lane in each direction for two-way streets or one traffic lane for one-way streets.
3) The average traffic volume must be greater than 500 vehicles per 24-hour period or 50 vehicles per hour, total in both directions, on an average weekday.

The process for obtaining traffic calming signs will be an exception to the standard process for other traffic calming measures. Elements of the standard process, which will be excluded from the process for considering traffic calming signs, are:

Step 4 - Traffic Commission Meeting with the Neighborhood
Step 7 - Consideration by City Council
Step 8 - Plans Prepared and Publicly Reviewed
Step 10 – Follow-up

In addition, Step 5 - Engineering Analysis, will be limited to the review of potential installation locations and preparing schematic installation plans and cost estimates.

PETITION FORM

Petition to modify the traffic flow on _____ between

_____ and _____.

BEFORE YOU SIGN THIS PETITION, KNOW WHAT YOU ARE SIGNING! IT IS RECOMMENDED THAT YOU FIRST READ THE CITY'S TRAFFIC CALMING POLICY AND PROCEDURE GUIDELINE. Note: The street mentioned above will be considered for a traffic calming engineering study & cost Analysis only if the signatures below represent 60% or more of all households on the impacted street from the nearest Arterial/Collector Road in each direction. Only one signature from each household will be considered. All persons signing this petition do hereby certify that they reside within the area impacted by the traffic calming device.

Address	Name (Please Print)	Signature	Whether Owner or Renter	Phone Number		Ok if Installed in Front of My Residence (Please Initial)
				Home	Work	

Remit to: City of Joplin, Engineering Department, 602 South Main Street, Joplin, MO 64801

CITY
OF JOPLIN, MISSOURI

APPLICATION FOR TRAFFIC CALMING

Please provide the name of the street to be considered (Requested Street). Indicate the boundaries of the street segment by identifying intersecting arterial/collector streets (From and To). Consideration will be given for only that described. Complete additional applications for other street segments.

Street Study Information	
Requested Street:	
From:	
To:	

Each request must provide a contact person who lives on the requested street within the study are boundary. The contact person will receive all correspondence and be responsible for gathering evidence of support when requested.

Contact Person Information		
Name:		
Address:	**Phone Number**	
	Home:	**Work:**
Email Address:	**Cell:**	

I understand this request will be processed according to the procedures detailed in the Residential Traffic Calming Policy and Procedure by the City of Joplin. I agree to be the contact person for the above request.

Signature of Applicant: _____ **Date:** _____

Remit to: City of Joplin, Engineering Department, 602 South Main Street, Joplin, MO 64801

References:

- Traffic Calming State of the Practice, Reid Ewing, Federal Highway Department

- City of Bartlesville OK Residential Subdivision Traffic Calming Policy & Procedure

- Springfield/Greene County Comprehensive Traffic Plan
https://www.springfieldmo.gov/DocumentCenter/View/22165/Transportation-Plan-PDF

COUNCIL BILL NO. 2019-137 ORDINANCE NO

AN ORDINANCE amending Article 10, Traffic Control Devices, of Chapter 114, Traffic, of the Code of Ordinances of the City of Joplin, by enacting a new Section 114-798, Neighborhood Traffic Calming.

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

WHERAS, the City of Joplin has received complaints from residents about vehicles travelling at high rates of speeds on residential streets in neighborhoods; and,

WHEREAS, the City of Joplin has determined that a Neighborhood Traffic Calming Policy is necessary to address this concern and for the overall health, safety and welfare of its citizens.

NOW, THEREFORE, BE IT ORDAINGED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, as follows:

Section 1. That Article 10, Traffic Control Devices, of Chapter 114, Traffic, of the Code of Ordinances of the City of Joplin, is hereby amended by enacting a new Section 114-798, Neighborhood Traffic Calming, to read as follows:

"Sec. 114-798. – Neighborhood Traffic Calming

All traffic calming measures, including signs, signals, and devices, requested in residential areas are subject to the policy entitled "Neighborhood Traffic Calming Policy", attached hereto and incorporated herein as Exhibit A. All traffic calming devices approved under this chapter for the purpose of neighborhood traffic calming shall comply with Section 114-782, to the extent it is practicable."

Section 2. That this Ordinance shall be in full force and effect from and after its passage and approval.

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 2019-615: authorizing the City of Joplin to enter into a memorandum of understanding with the U.S. Fish & Wildlife Service ("USFWS"), Missouri Prairie Foundation ("MPF"), and the City of Joplin ("City"). The Trustees enter into this MOU in recognition of their common interests in park lands held by the City of Joplin, Missouri. It is the intent of all parties to restore these areas for the benefit of the public and wildlife, and to do so by working efficiently among the parties.

MEETING DATE

July 1, 2019

ORIGINATING DEPT

Parks

ATTACHMENTS

CB2019-615 Ordinance; Exhibit A: City of Joplin, U.S. Fish & Wildlife Service and Missouri Prairie Foundation MOU; Exhibit B: Map of park areas to be utilitized

REVIEWED BY

Dept. Head: Paul Bloomberg; City Attorney: Peter Edwards; Interim City Manager: Dan Pekarek

SUMMARY

This Council Bill authorizes the City of Joplin to enter into an MOU with the U.S. Fish & Wildlife Service and the Missouri Prairie Foundation to restore and establish native prairie habitat on park lands held by the City of Joplin.

BACKGROUND

In 2014, the City, USFWS, and MPF entered into an agreement to manage and improve what is now called, the Joplin Prairie. In that agreement the property was transformed into a prairie grass, wild flowers and a nature preservation area.

Council Bill 2019-615 authorizes the City to enter into a similar agreement with USFWS and MPF to manage and improve certain park lands, which are outlined in Exhibited B.

FUNDING SOURCE

Not applicable.

RECOMMENDATION

Staff recommends approval of this council bill on first reading.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into by the U.S. Fish & Wildlife Service ("USFWS"), Missouri Prairie Foundation ("MPF"), and the City of Joplin ("City"). The Trustees enter into this MOU in recognition of their common interests in park lands held by the City of Joplin, Missouri. It is the intent of all parties to restore these areas for the benefit of the public and wildlife, and to do so by working efficiently among the parties.

W I T N E S S E T H:

WHEREAS, the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) and its implementing regulations provide the authority to use recovered natural resource damages to restore, replace, rehabilitate or acquire the equivalent of the natural resources that have been injured, in accordance with a Springfield Plateau Regional Restoration Plan, and as more fully described in the Joplin Parks Project Restoration Plan (the "Joplin Parks RP"), attached hereto and incorporated by reference as Exhibit "A";

WHEREAS, The Springfield Plateau Regional Restoration Plan provides for restoration of native prairie habitat;

WHEREAS, The Joplin Parks RP identifies the project described in this MOU to restore native prairie habitat on park lands held by the City of Joplin;

WHEREAS, the planting of native wildflowers and grasses would improve the ecological functions on these areas for the benefit of migratory birds, monarch butterflies and other pollinators, and a diversity of wildlife species;

WHEREAS, The Missouri Prairie Foundation, in conjunction with the U.S. Fish and Wildlife Service, will manage and improve park property into a prairie grass, wild flower and nature preservation area for a ten (10) year period from the date of the signing of the first financial instrument, attached hereto and incorporated by reference as Exhibit "B". The City of Joplin will manage the property for the purpose of natural resource restoration and protection through periodic mowing under direction of USFWS.

NOW, THEREFORE, the parties do hereby agree as follows:

1. Term. This Agreement shall automatically terminate ten (10) years from the date of signing of the first financial instrument by the City of Joplin. USFWS and MPF will execute and deliver to City a deed terminating any and all conservation easements granted to USFWS or MPF by City pursuant to the terms of this Agreement within ninety (90) days of termination.

2. Funding. The USFWS will provide initial funds to MPF and the City of Joplin for restoration actions during a five-year period in two separate financial instruments. After the five-year restoration phase, funding for the ensuing five-year maintenance phase will be provided by a USFWS financial instrument. The intended purpose of the maintenance phase is to maintain or improve the quality of prairie habitat established at the end of the restoration phase.

3. Compensation. In the event the City of Joplin or its agents takes action to prevent the use of the restored areas as prairie habitat or allows for the construction of structures on the restored areas, the City will either restore an equal amount of area elsewhere on City-owned property in a timely manner, or will compensate the USFWS for the funds expended on that particular portion. During the term of this Agreement, City's liability shall not exceed the budget described in the Joplin Parks RP, which is ten thousand three hundred seventy-one and 00/100 Dollars ($10,371.00). After termination of this Agreement, City shall have no liability whatsoever.

4. Partner actions. The MPF and the USFWS will have the exclusive right to establish, restore, develop and maintain the real estate as a prairie grassland habitat and nature area, using native grasses and plants, in accordance with the SPRRP and more fully described in the Joplin Parks RP. The USFWS shall have access to the property for these purposes. The exact scope of work for the restoration plan will be contained in a financial instrument to be written by the USFWS. In general, the city of Joplin will be responsible for periodic prescribed mowing of the areas, MPF will be responsible for seeding, spraying, and burning the areas, and the USFWS will conduct wildlife monitoring of the area

5. Miscellaneous.

A. CHOICE OF LAW. This Agreement has been made, and its validity, performance and effect shall be determined, in accordance with the laws of the State of Missouri and venue for litigation between the parties shall be solely and exclusively in Jasper County, Missouri, or the United States District Court for the Western District of Missouri.

B. HEADINGS. The headings of paragraphs in this Agreement are for convenience only. The headings form no part of this Agreement and shall not affect its interpretation.

C. ENTIRE AGREEMENT. This Agreement contains the entire understanding of the parties with respect to the subject matter hereof. It may not be altered or amended except by an agreement in writing signed by all parties.

D. WAIVER OR BREACH. Waiver of any provision of this Agreement or breach of this Agreement shall not thereafter be deemed to be a consent by the waiving party to any further waiver, modification or breach by the other party, whether new or continuing, of the same or any other covenant, condition or provision of this Agreement. Failure by one of the parties to this Agreement to assert its rights for any breach of this Agreement shall not be deemed a waiver of such rights.

E. SEVERABILITY. If any of the provisions of this Agreement shall be construed to be invalid or illegal, the legality or validity of the other provisions of this Agreement shall not be affected thereby. Any illegal or invalid provision of this Agreement shall be severable and any other provisions shall remain in full force and effect.

F. REPRESENTATIONS. The signatories hereto represent and warrant that they have read this Agreement, that they are fully authorized in the capacities shown, that they understand the terms of this Agreement, and that they are executing the same voluntarily and solely for the consideration described herein.

IN WITNESS WHEREOF, the parties have hereunto set their hands the day and year first above written.

CITY OF JOPLIN, MISSOURI,
a Municipal Corporation ("CITY")

_____ _____
Dan Pekarek Date
Interim City Manager

MISSOURI PRAIRIE FOUNDATION ("MPF")

_____ _____
Carol Davit, Date
Executive Director

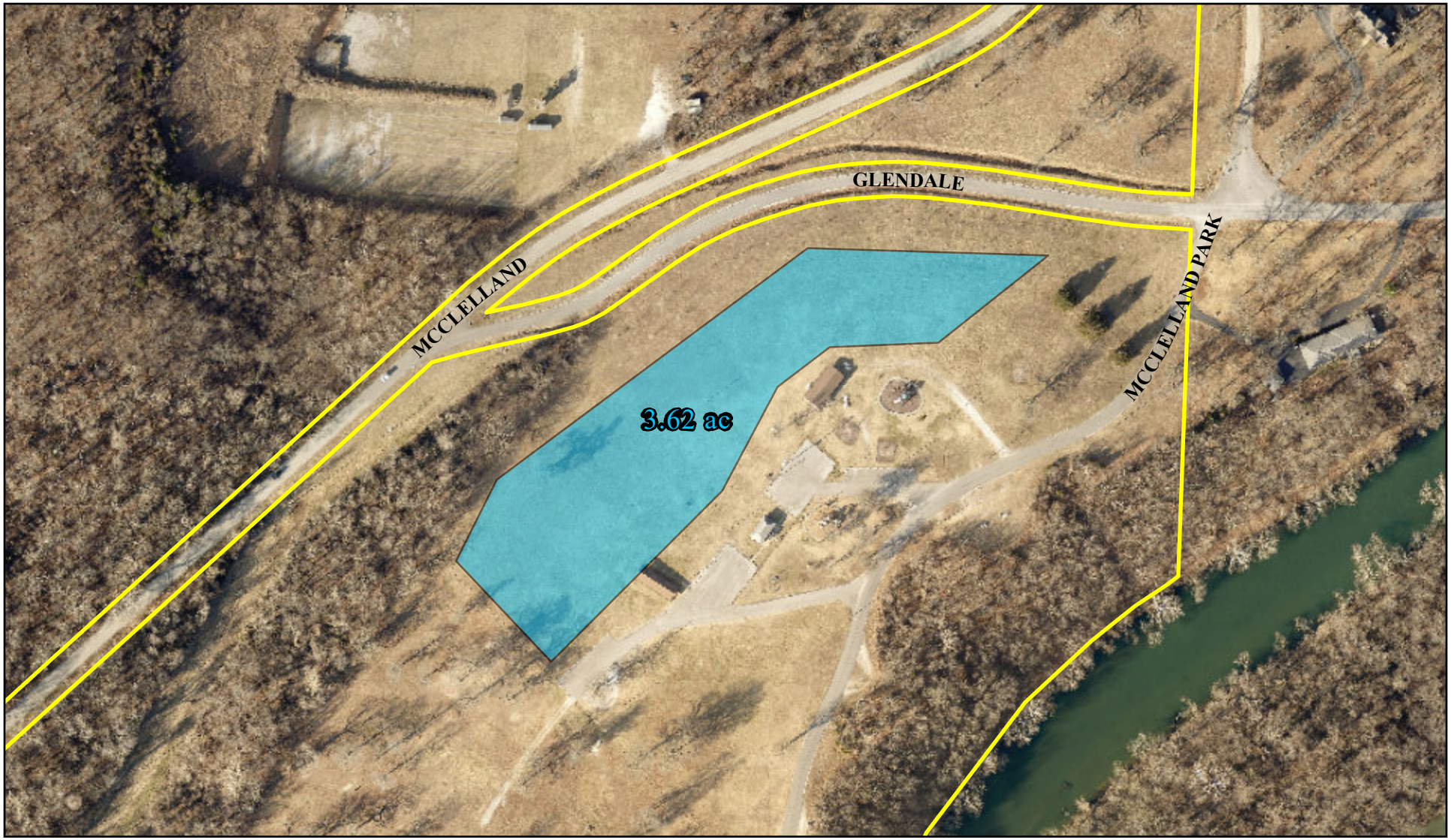
U.S. DEPARTMENT OF THE INTERIOR ("USFWS")

_____ _____
, Date
Authorized Official
Regional Director, Region 2, U.S. Fish & Wildlife Service

Scale 1:2,500

Mcclelland Park Segment

Joplin, MO



Legend

Park Segment

Park

Scale 1:2,500

200 100 0 200 400 Feet

N

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Disclaimer:
This drawing is neither a legally recorded map or a survey and is not intended to be used as one. This map is a compilation of records, information, and data located from the City of Joplin, Jasper and Newton Counties, and other State and Federal Offices, and other sources, affecting the are shown, and is to be used for reference purposes only. The City is not responsible for any inaccuracies herein.

Date: 06/24/2019

Scale 1:2,500

Mercy Park Segment

Joplin, MO



Legend

- Park Segment
- Park
- Parcel

Scale 1:2,500

200 100 0 200 400 Feet

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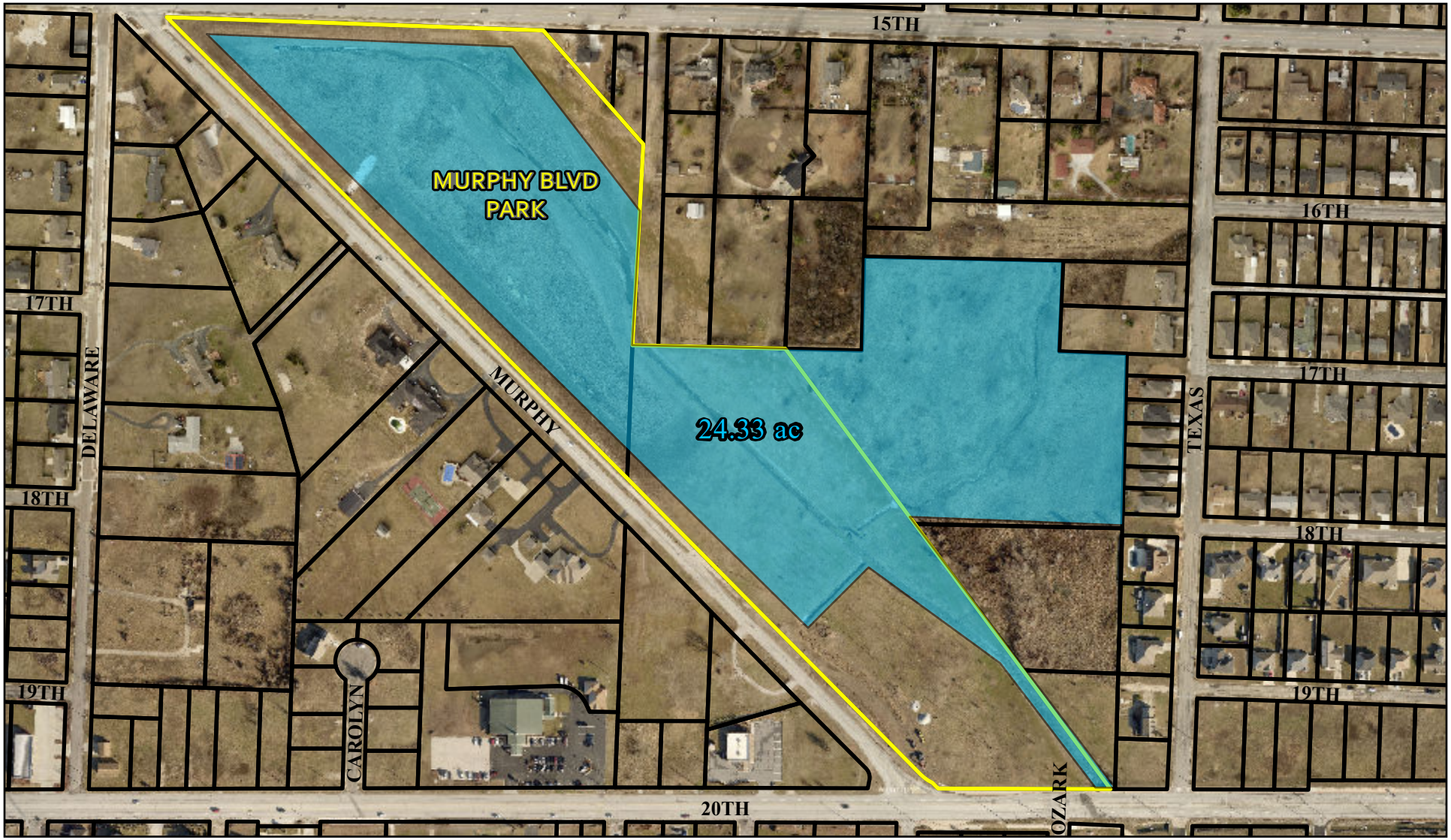
Date: 06/24/2019

Scale 1:4,000

Murphy Blvd Park Segment

Joplin, MO



Legend

- Park Segment
- Park
- Parcel

Scale 1:4,000

300 150 0 300 600 Feet

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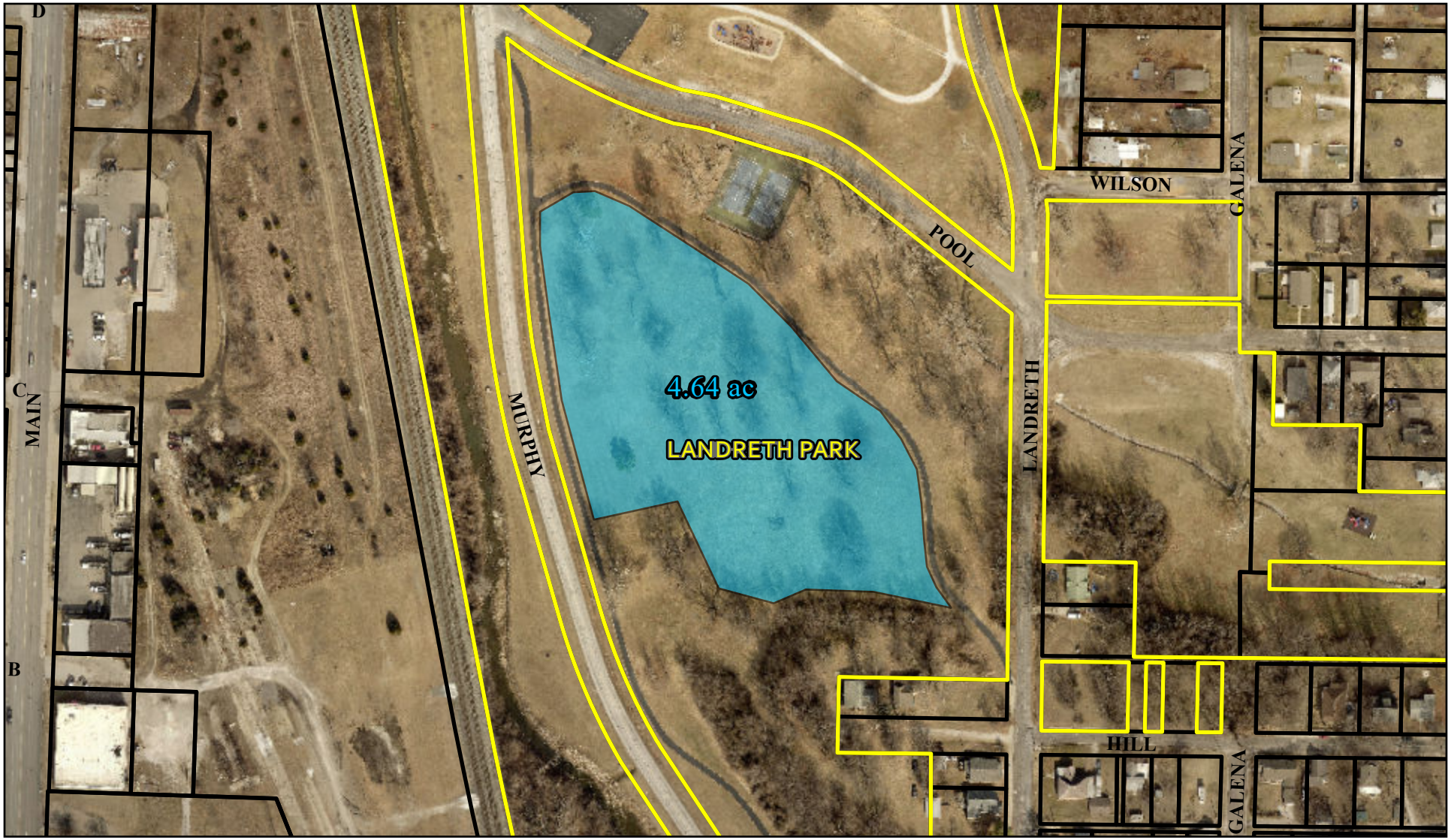
Date: 06/24/2019

Scale 1:2,500

North Landreth Park Segment

Joplin, MO



Legend

- Park Segment
- Park
- Parcel

Scale 1:2,500

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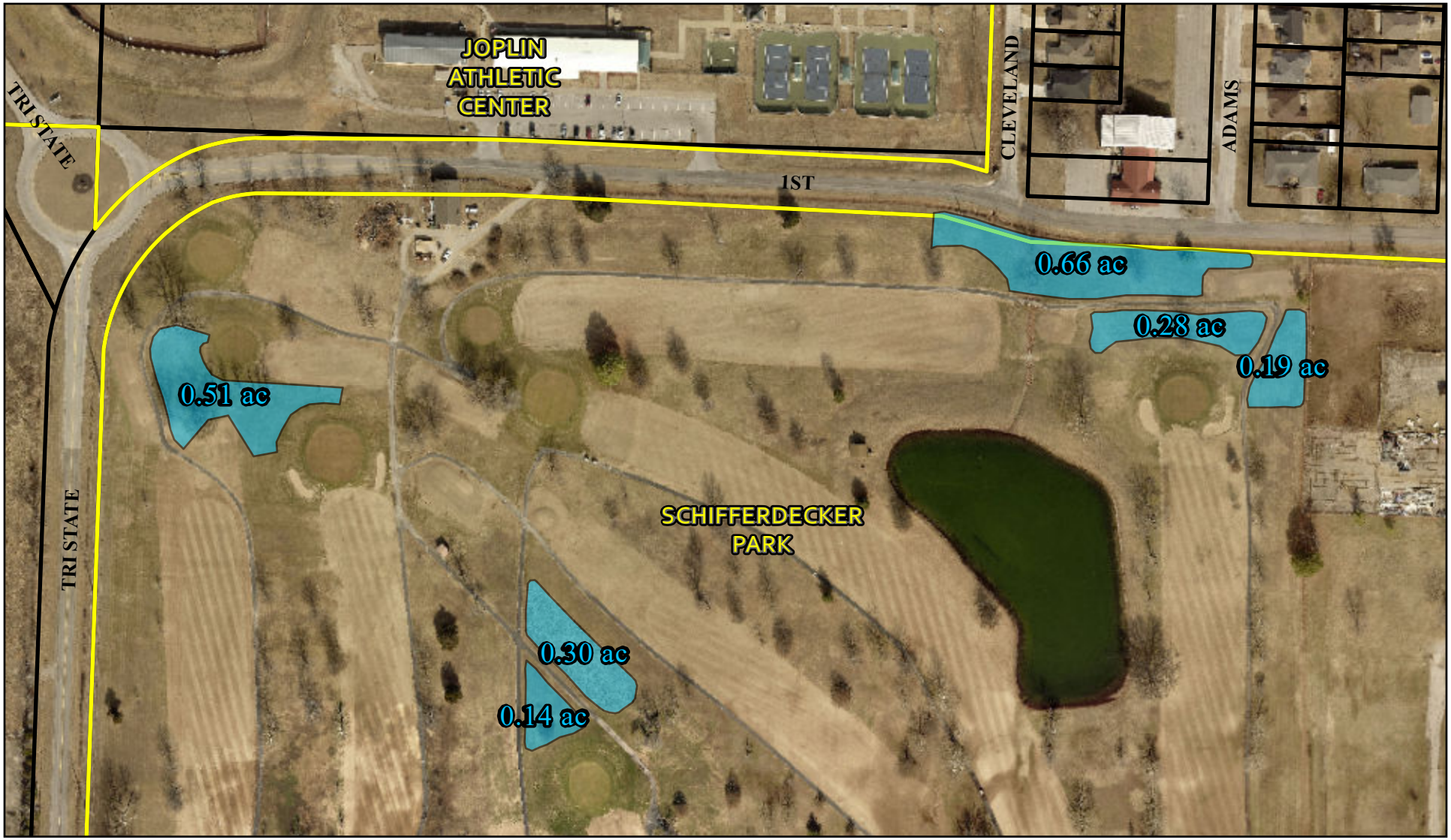
Date: 06/24/2019

Scale 1:2,500

Schifferdecker Park Northern Segments

Joplin, MO



Legend

- Park Segment
- Park
- Parcel

Scale 1:2,500

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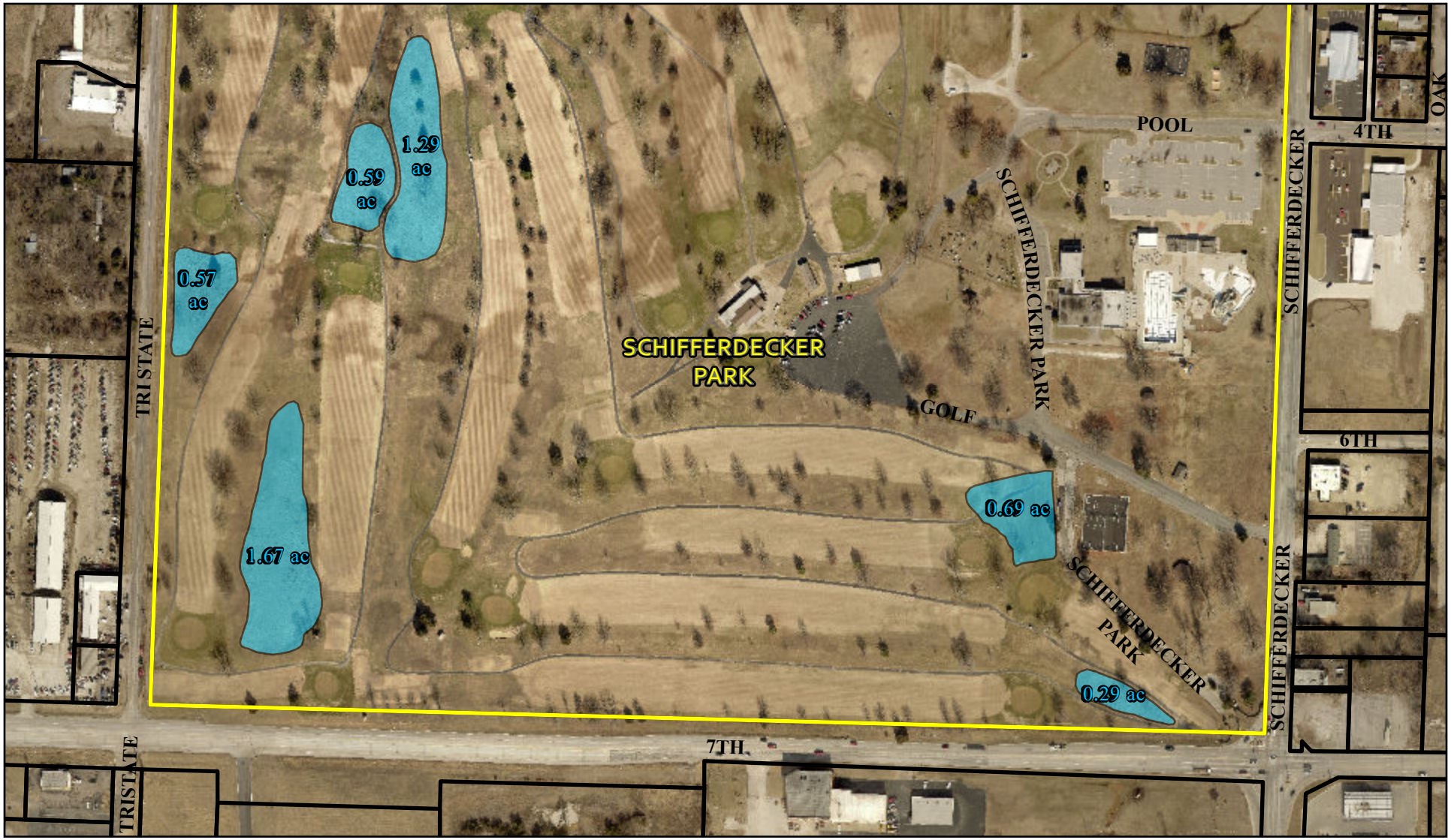
Date: 06/24/2019

Schifferdecker Park Southern Segments

Scale 1:4,000

Joplin, MO



Legend

- Park Segment
- Park
- Parcel

Scale 1:4,000

300 150 0 300 600 Feet

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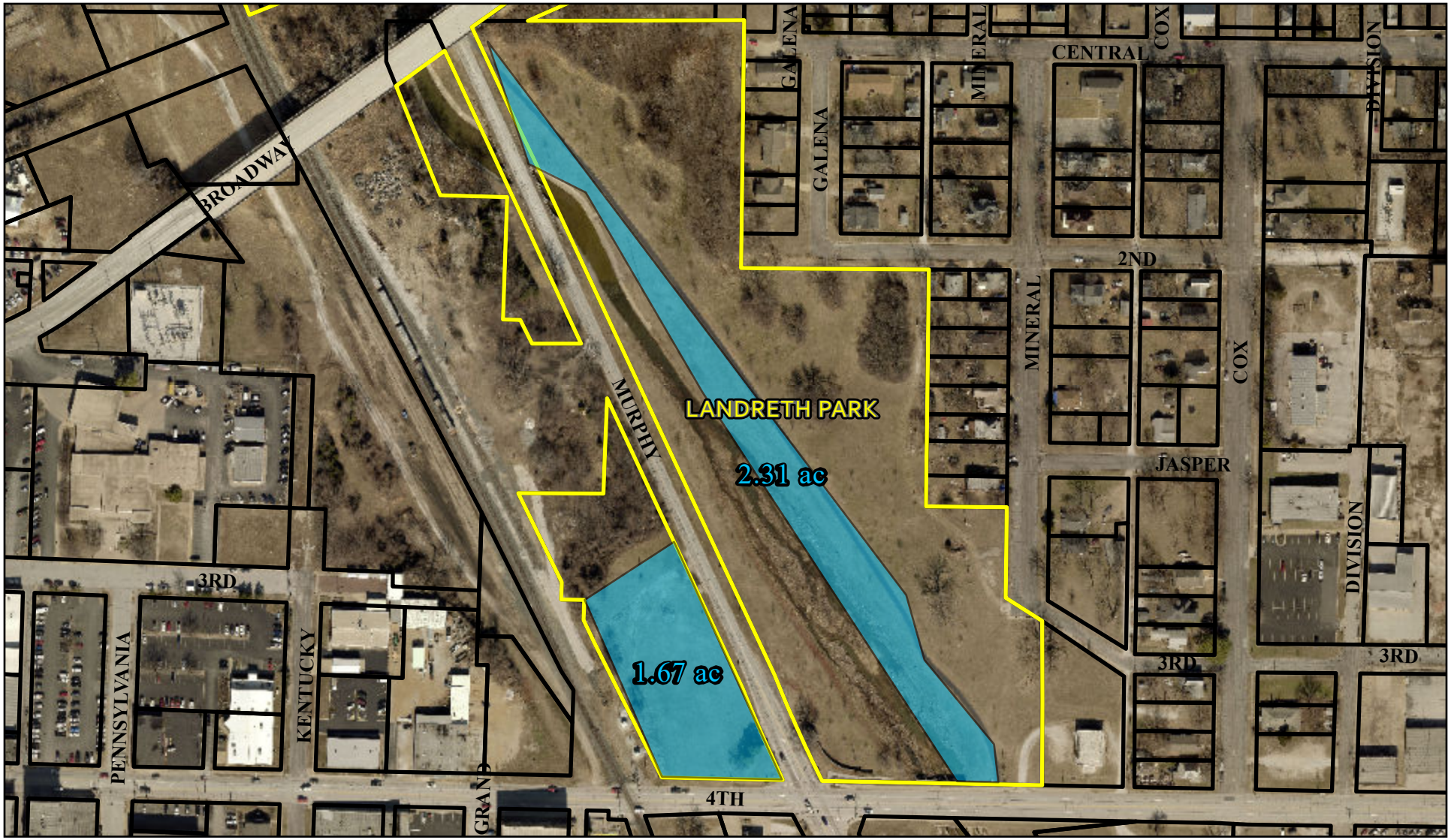
Date: 06/24/2019

Scale 1:3,000

South Landreth Park Segments

Joplin, MO



Legend

- Park Segment
- Park
- Parcel

Scale 1:3,000

300 150 0 300 600 Feet

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Date: 06/24/2019

COUNCIL BILL NO. 2019-615 ORDINANCE NO

AN ORDINANCE authorizing the City of Joplin to enter into a memorandum of understanding with the U.S. Fish & Wildlife Service ("USFWS") and Missouri Prairie Foundation, a Missouri Non-Profit Corporation ("MPF"), for the purpose of establishing responsibilities in improving and managing park property into a prairie grass, wild flower, and nature preservation area for a ten (10) year period; and authorizing the Interim City Manager to execute said memorandum of understanding by and on behalf of the City of Joplin.

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

Section 1. That the memorandum of understanding with the U.S. Fish & Wildlife Service and Missouri Prairie Foundation for the purpose of establishing responsibilities in improving and managing park property into a prairie grass, wild flower, and nature preservation area for a ten (10) year period, 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 Interim City Manager of the City of Joplin, Missouri, or his designee, is hereby authorized and directed to execute said agreements, or agreements in substantially similar form, by and on behalf of the City of Joplin.

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

CITY OF JOPLIN
COUNCIL AGENDA ITEM

ITEM
Council Bill 2019-004 – approving an Agreement for Professional Consulting Services between the City of Joplin and Strategic Government Resources for the purpose of executive search services to recruit a new City Manager.

MEETING DATE
July 15, 2019

REVIEWED BY:
Peter Edwards, City Attorney; Leslie Haase, Finance Director; Dan Pekarek, Interim City Manager.

SUMMARY:

This Council Bill authorizes the execution of an agreement between the City of Joplin and Strategic Government Resources for executive search services.

BACKGROUND:

On May 1, 2019, an RFQ was forwarded to twenty-nine (29) firms that provide services in this area. The deadline for response was June 5, 2019, and we received responses from nine (9) consultants. Thereafter, at the June 17th Council meeting, Council reviewed the proposals received and selected three (3) firms for interview. At the July 1st meeting, Council heard oral proposals from the three finalists – The Austin Peters Group, Management Partners, and Strategic Government Resources.

At the conclusion of the presentations, Council informally chose Strategic Government Resources to provide the requested executive search firm services for the City, and directed the City Attorney to draft an Agreement. Attached is that Agreement which provides for those professional consulting services.

RECOMMENDATION:

Staff recommends this Council Bill be passed on an Emergency basis.

ATTACHMENTS
Council Bill 2019-004
Exhibit – Agreement

PCE:ab

AGREEMENT
FOR PROFESSIONAL CONSULTING SERVICES

THIS AGREEMENT, is entered into this _____ day of _____, 2019, by and between the City of Joplin, Missouri, a Missouri Municipal Corporation, hereinafter referred to as "City," and Strategic Government Resources, Inc., a Texas Corporation, hereinafter referred to as "Consultant" for professional services. City's address is 602 S. Main St., Joplin, MO 64801. Consultant's address is P.O. Box 1642, Keller, Texas 76244.

WHEREAS, City desires to retain a consulting firm to provide professional services for the recruitment of a new City Manager; and

WHEREAS, Consultant desires to provide professional services to City for the recruitment of a new City Manager.

NOW, THEREFORE, WITNESSETH: That for and in consideration of the mutual covenants and promises between the parties hereto, the parties do hereby agree as follows:

1. Services and Scope of Work. Consultant agrees to diligently perform in a professional and workmanlike manner the services required to conduct an executive search for qualified candidates to fill the position of City Manager for the City of Joplin. Such services shall include, but not be limited to, the requirements enumerated in Section II., Scope of Services, of the City's Request for Qualifications (RFQ), attached hereto and incorporated herein as Appendix "A".

2. Agreement Documents. The services rendered by Consultant shall be in conformance with the terms of this Agreement, the City's Request for Qualifications (RFQ), attached hereto and incorporated herein as Appendix "A", the Consultant's response to City's RFQ, attached hereto and incorporated herein as Appendix "B", and the Consultant's Project Cost, attached hereto and incorporated herein as Appendix "C." If the provisions of any Agreement document conflict with the provisions of any other Agreement document, either specifically or as to intent, the provision which allows the most strict construction shall control.

3. Term. This Agreement is effective on the day and year first written above. Work shall commence no later than one (1) week from the effective date. The search shall be deemed completed when the successful candidate begins employment as City Manager for the City of Joplin. Both parties shall have the right to terminate this Agreement upon ten (10) days' prior written notice by Certified Mail, Return Receipt Requested, to the address mentioned above. Upon termination, the obligation of the parties for further performance of the terms of this Agreement shall thereupon cease, but they shall not be relieved of the duty to perform their obligations up to the date of termination.

4. General Conditions. Consultant shall:

a. Consultant shall observe and comply with all federal, state, and local

laws that affect those employed or engaged by it on the project, or the material or equipment used, or the conduct of the work, and shall procure all necessary licenses, permits, and insurance.

b. Consultant shall prosecute the work in a diligent and timely manner.

c. This Agreement, including payment hereunder, shall not be sub-let, assigned, or otherwise disposed of, except with the prior written consent of the City.

d. Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Consultant, any fee, commission, gift, or contingent fee.

e. In performance of the work covered by this Agreement, Consultant shall not discriminate against any worker because of race, creed, color, political affiliation, handicap, or national origin.

f. Possession of working papers, project reports, and other materials produced in connection with this Agreement shall be retained by Consultant. Consultant shall provide copies for City of such records upon request. All information provided by the City of Joplin to Consultant shall remain confidential. All candidate information provided to the City of Joplin shall remain confidential. However, Consultant understands and agrees that the City of Joplin is a public governmental body as defined under Chapter 610, RSMo., and as such, any records in the possession of the City may be open to the public. Consultant understands and agrees that City shall not be liable for the release of any such records as required by law.

g. City shall have the right to make changes within the general scope of Consultant's services, with an appropriate change in compensation, upon execution of a mutually acceptable amendment or change order signed by an authorized representative of City and the President or Vice-President of Consultant.

5. Responsibilities.

a. Consultant shall:

i. Provide a staff that is experienced in performing the work described in this Agreement, and Appendices "A", "B", and "C".

ii. Maintain the confidentiality of any information designated as confidential by the City of Joplin.

iii. Consultant will exercise reasonable skill, care, and diligence in the performance of its services and will carry out its responsibilities in accordance with customarily accepted good professional recruitment practices. If Consultant fails to meet the

foregoing standards, Consultant will perform at its own cost, and without additional reimbursement from City, the professional recruitment services necessary to correct errors and omissions caused by Consultant's failure to comply with above standards and reported to Consultant within one (1) year from the completion of Consultant's services for this Project. No warranty, express or implied, is included in this Agreement except as provided below.

iv. In no event will Consultant be liable for any special, indirect, or consequential damages including, without limitation, damages or losses in the nature of increased Project costs, loss of revenue or profit, lost production, claims by customers of the City, or governmental fines or penalties.

b. City shall:

i. Designate one (1) person as the Project Coordinator, to serve as a liaison between City and Consultant.

ii. Ensure access to City facilities, personnel, and information, as requested by Consultant.

iii. Maintain the confidentiality of all candidate information provided to the City by Consultant to the extent provided by law.

6. Costs and Payment. City will be billed by invoice for professional time and services provided by Consultant in an amount not to exceed Eighteen Thousand Five Hundred Dollars ($18,500.00) for Professional Services and Eight Thousand Dollars ($8,000.00) for expenses. Professional fees for the recruitment are billed in three (3) equal installments during the course of the recruitment. The initial installment is billed after the Organizational Inquiry and Analysis is completed and the position profile has been created. The second installment is billed when semifinalists are selected. The final installment is billed at the conclusion of the recruitment. Expense (reimbursable) items and supplemental services will be billed with each of the three installments, as appropriate.

7. Warranty. In the event that any candidate referred by Consultant begins employment and for which a professional fee is paid in accordance with paragraph 5 of this Agreement, and is thereafter discharged, terminated, or voluntarily quits said employment for any reason within eighteen (18) months of his/her start date, Consultant agrees to search for a replacement candidate or search for a candidate for a different position for the City of Joplin at no additional fee, and provide the same level and scope of service as was rendered in the initial search under this Agreement.

8. Indemnification. Consultant covenants and agrees to, and does hereby hold harmless and defend City, its councilmembers, officers, agents, and employees from and against any and all claims or suits for property loss or damage, and/or personal injury, including death, to any and all persons, of whatsoever kind or character, whether real or asserted, arising out of Consultant's negligence in the performance of services under this

Agreement.

9. Insurance. Consultant shall maintain workers' compensation insurance as required by Missouri law, and shall maintain a policy of general liability insurance.

10. Miscellaneous.

a. Choice of Law. This Agreement has been made, and its validity, performance and effect shall be determined, in accordance with the laws of the State of Missouri and venue for litigation between the parties shall be solely and exclusively in Jasper County, Missouri, or the United States District Court for the Western District of Missouri.

b. Headings. The headings of paragraphs in this Agreement are for convenience only. The headings form no part of this Agreement and shall not affect its interpretation.

c. Entire Agreement. This Agreement (including any appendices, attachments, and exhibits) contains the entire understanding of the parties with respect to the subject matter hereof. It may not be altered or amended except by an agreement in writing signed by both parties.

d. Waiver or Breach. Waiver of any provision of this Agreement or breach of this Agreement shall not thereafter be deemed to be a consent by the waiving party to any further waiver, modification or breach by the other party, whether new or continuing, of the same or any other covenant, condition or provision of this Agreement. Failure by one of the parties to this Agreement to assert its rights for any breach of this Agreement shall not be deemed a waiver of such rights. Should City be required to institute legal action to enforce any of its rights set forth in this Agreement, then City shall be entitled to reimbursement for all reasonable attorneys' fees and costs incurred as determined by the Court in any such cause of action.

e. Severability. If any of the provisions of this Agreement shall be construed to be invalid or illegal, the legality or validity of the other provisions of this Agreement shall not be affected thereby. Any illegal or invalid provision of this Agreement shall be severable and any other provisions shall remain in full force and effect.

f. Representations. The signatories hereto represent and warrant that they have read this Agreement, that they are fully authorized in the capacities shown, that they understand the terms of this Agreement, and that they are executing the same voluntarily and solely for the consideration described herein.

g. Rights and Benefits. Consultant's services will be performed solely for the benefit of the City and not for the benefit of any other persons or entities.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

FOR THE CONSULTANT
STRATEGIC GOVERNMENT RESOURCES

_____

ATTEST:

_____
Secretary

FOR THE CITY
CITY OF JOPLIN, MISSOURI

_____
Gary L. Shaw,
Mayor

ATTEST:

_____
Barbara J. Gollhofer, City Clerk

APPROVED AS TO FORM:

_____
Peter C. Edwards, City Attorney

APPENDIX "A"



City of Joplin
CITY MANAGER
EXECUTIVE SEARCH FIRM SERVICES

Request for Qualification
2019-RFQ-01

For more information contact:

Peter Edwards, City Atty
602 S. Main St.
Joplin, MO 64801

Phone: 417-624-0820 Ext. 226
Fax: 471-625-4713
E-mail: pedwards@joplinmo.

CITY OF JOPLIN
CITY MANAGER
EXECUTIVE SEARCH FIRM SERVICES

The City of Joplin, Missouri is seeking proposals from qualified firms/ providers to perform executive search services for the position of City Manager. The City of Joplin will accept statements of qualifications from firms/providers interested in providing the requested services.

Statements of qualifications must be received by no later than 2:00 P.M. Local time on Wednesday, June 5, 2019, at City Hall, Office of the City Attorney, 602 S. Main St., Joplin, MO 64801.

The City reserves the right to evaluate all proposals, to reject any or all proposals and solicit again at a later date. The City may waive any irregularities in the proposal or negotiate variances from specifications, and make awards that are in the best interests of the City. The City will have final decision in all matters regarding acceptance of proposals and issuance of awards. The City encourages minority and female owned businesses to submit proposals on all City purchases.

Proposal documents are available from the Office of the City Attorney, Peter Edwards by calling 417-624-0820 Ext. 226, by writing to the address indicated above or visiting www.joplinmo.org/bids. Any proposals received after the specified deadline will be returned to the vendor.

Peter Edwards, City Attorney

City of Joplin, Missouri

Publication Date: WEDNESDAY, MAY 1, 2019.

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Appendix "A" – Draft Professional Services Agreement
Appendix "B" – Organizational Chart

I. General Information

The City of Joplin, located in Southwest Missouri, is the fourth largest metropolitan area in the state. The population within the corporate limits is just over 50,000; however, the City serves as the trade center for more than 250,000 individuals.

The City has a council-manager form of government, with a nine-member Council. The City government is made up of 15 departments. An organization chart is included for your reference. The City employs approximately 502 permanent employees and 97 seasonal employees on an annual basis.

The City of Joplin staff delivers the following services to its citizens:

1. Police and Fire Protection
2. Wastewater Collection and Treatment
3. Street Maintenance and Traffic Engineering
4. Municipal Planning and Zoning
5. Public Transportation - MAPS
6. Municipal Court
7. Parks and Recreation
8. Municipal Airport
9. Health/W.I.C.
10. Emergency Communications (E 9-1-1)
11. Convention and Visitors Bureau

II. Scope of Work

A. The City's Purpose:

Assist the Mayor and members of the City Council to develop a candidate profile; advertise the position; directly solicit candidates; review initial candidates with a committee of Mayor and City Council members; present a written report on background, strengths, accomplishments, video interviews, reference lists on each recommended finalist; facilitate final interview process with some suggested interview questions; coordinate psychological assessments; assist the City with negotiating a contract, coordinate all correspondence, travel arrangements, and recordkeeping; and conduct detailed professional reference checks on recommended finalists, if requested.

B. The City's Expectations:

1. The City of Joplin expects the successful respondent to develop a comprehensive position profile based upon information obtained in individual meetings with the City Council and other stakeholders as directed.

2. The City of Joplin expects the successful respondent to review the current compensation and recommend changes, if necessary, based upon market and competitive conditions.

3. The City of Joplin expects the successful respondent to develop a marketing strategy that utilizes professional contacts throughout the geographic area identified and supplement the candidate identification process through selected advertising, use of internet and direct solicitation of known desirable candidates.

4. The City of Joplin expects the successful respondent to implement a screening process that narrows the field of candidates to those that most closely match the needs of the City, including discussing results of preliminary reference checks on top candidates. The extent of screening to be conducted by the respondent will be determined by the City Council.

5. The City of Joplin expects the successful respondent to conduct personal interviews with the top candidates that meet the stated criteria, if requested.

6. The City of Joplin expects the successful respondent to conduct criminal, driver's, credit and related background checks.

7. The City of Joplin expects the successful respondent to deliver a product in the form of a search report that recommends the top group of candidates and provides the City with detailed information about their backgrounds and experience from interviews and other sources.

8. The City of Joplin expects the successful respondent to assist during the final interview and the selection process, including developing suggested interview questions.

9. The City of Joplin expects the successful respondent to assist, if requested, in negotiating a total compensation package with the desired candidate.

10. The City of Joplin expects the successful respondent to assist in establishing a process for the recruitment, including a timeline for various actions during the recruitment process.

C. *City Responsibilities*

The Interim City Manager, the City Attorney, and the Human Resources Director will be available to assist in coordinating the RFQ process, including

scheduling meetings, facilitating interviews, providing recruitment information, benefit package for the selected candidate, etc.

III. Experience Requirements

A. Each respondent shall, within the past thirty-six (36) months, have worked with a public entity like the City of Joplin to conduct executive recruitments.

B. Each respondent shall have, within the past twenty-four (24) months, placed at least one (1) executive candidate with a public governmental entity or other similar entity.

IV. Response Form and Content

A. Title Page:
Indicate the proposal subject, name of firm, local address, telephone number, name of contact person, and date of submittal.

B. Introduction:
Briefly, introduce your firm, indicating whether the firm is local, regional, national or international. Provide a profile of the firm including, but not limited to, the approximate number of professional staff employed. Indicate the name of the person(s) who will be authorized to make representation for and to bind the firm, their titles, and telephone numbers.

C. Information Included in Response:

1. Briefly state your understanding of the work to be performed. Include, but do not limit your statement to, the specific items requested in *II. Scope of Work.*
2. Describe the experience of the firm in the past thirty-six (36) months in performing similar services. Particular emphasis should be placed on recruitments performed for similar-sized municipalities.
3. Describe your proposed strategy to complete the recruitment, including a general statement of the philosophy of the firm.
4. Provide the names and telephone numbers of at least five (5) clients for whom your firm has worked. The City reserves the right to contact any additional individuals or firms to obtain information about the respondent.
5. Indicate the names and titles, and include resumes, of the person(s) who will be working on this project. A response to this requirement should include all contact information such as telephone number, fax number, e-mail address and web address.
6. Provide a detailed description of how the recruitment is to be conducted.
7. Indicate any additional information for the consideration of your firm's qualifications for conducting this project.

8. Discuss the general nature and extent of benefits that the City of Joplin is reasonably likely to experience as a result of these services.
9. Provide a copy of a previous position profile your firm has completed which you feel may have some similarities to the position with the City of Joplin.
10. Provide a copy of a previous search report your firm has completed for another client similar to the City of Joplin.
11. A non-binding general indication (or range) of the cost of the service.
12. A complete description of the fee structure of the firm. The fee structure shall be included in a separate sealed envelope. Only the fee structure envelope of the successful respondent will be opened.

V. Submission of Responses

A. Acceptance/Rejection/Modification to Responses:
The City of Joplin reserves the right to negotiate modifications to proposals that it deems acceptable, reject any and all proposals, and to waive informalities or irregularities in a proposal or in the proposal process. The City reserves the right to split or to make the award in any manner deemed most advantageous to the City at its sole and exclusive discretion.

B. Economy of Preparation:
Statements of Qualification should be prepared simply and economically, providing a straightforward, concise description of the respondent's ability to fulfill the requirements of the project.

D. Cost of Preparation:
The City shall not be liable for any costs incurred by a respondent in preparing or submitting a proposal.

E. Ownership:
Submitted materials become the property of the City and will not be returned.

F. Public Records:
Submitted responses and any agreement or other documents become public records that are subject to review and copying by any person making an appropriate request for public records.

VI. Due Date

Sealed proposal and ten (10) complete copies will be received at the Office of the City Attorney no later than 2:00 p.m., Wednesday, June 5, 2019. Proposals will not be accepted after this time. Proposals shall be addressed as follows:

Peter Edwards
Office of the City Attorney
City of Joplin
602 S. Main Street
Joplin, MO 64801

Each response shall be submitted in a sealed envelope prior to the time established for opening, and the envelope shall be marked with the title of the proposal and the proposal opening date. If submitted by mail, this envelope shall be enclosed in another envelope addressed to the City Attorney at the address specified above. If submitted other than by mail, it shall be delivered to the Office of the City Attorney. Proposals submitted by mail must be received in the Office of the City Attorney by the time specified herein for the opening thereof.

VII. Withdrawal from Consideration

A respondent may withdraw its statement of qualifications at any time prior to the submission deadline by submitting a written request for withdrawal to Peter Edwards, City Attorney, City of Joplin, 602 S. Main Street, Joplin, MO 64801. The request for withdrawal shall be signed by the respondent or an authorized agent. Modifications offered in any manner, oral or written, will not be considered after the deadline.

VIII. Selection Process

A. Selection Committee:

1. A Selection Committee selected by the Mayor and Members of the City Council shall review all statements of qualifications and evaluate them based upon, but not limited to, the following criteria:
    a. Responsiveness of the proposal to the Request for Qualifications.
    b. Ability, capacity, and skill of the respondent to perform the services.
    c. Responses of the respondent's references.
    d. Methodology for conducting the recruitment.
    e. Experience of the respondent and individual members of the respondent's professional staff in performing similar services for public sector entities.
    f. The sufficiency of financial resources and ability of the respondent in performing the contract.
    g. The degrees of participation by qualified minorities within the firm and/or sub-contract with minority or women-owned business enterprises.
    h. The firm's capability to meet the Scope of Work.
    i. The qualifications of the supervisory personnel proposed for the project.
    j. Other information as may be required or secured.

2. The Selection Committee shall review and evaluate all responses submitted to this Request for Qualifications. The Committee shall conduct a preliminary evaluation process of all proposals on the basis of information provided and other evaluation criteria as set forth in this Request for Qualifications or as reasonably determined by the Committee.

3. The Committee will first review each proposal for compliance with the minimum of qualifications and mandatory requirements for the Request for Qualifications. Failure to comply with any mandatory requirements may disqualify a proposal. The Committee may request one or more respondents to interview by telephone or in person.

4. The Selection Committee will review alternative proposals, and may recommend a proposal from more than one Respondent.

5. The Selection Committee will make a recommendation to the City Council, who may accept or deny the recommendation. The recommended respondent(s) should be available to engage in a conference telephone call or attend a City Council meeting, or both, to respond to questions from the Council.

6. The Selection Committee shall notify unsuccessful respondents in writing.

IX. Conditions of Responses

A. Late Statements:
Statements of Qualifications received by the City after the time specified for receipt will not be considered. Respondents shall assume full responsibility for timely delivery of the statement to the location designated for receipt.

B. Completeness:
All information required by the Request for Qualification must be supplied to constitute a legitimate statement of qualifications.

C. Opening:
All Statements of Qualifications will be publicly opened at the time and place specified and will be made available for public inspection. A listing of firms or individuals submitting such statements will not be made available until after the opening deadline.

D. Award Presentation:
Subject to agreement negotiation, the Selection Committee will recommend to the City Council for acceptance and final award, one of the

proposals, or will reject all proposals within sixty (60) calendar days from the opening.

E. *Statement of Qualifications Clarification Request:*
During the period of evaluation, the City shall have the right to request clarification from the respondents. If any such respondent fails to respond to such a request within five (5) business days from the date of the request, the City shall have the right to reject the proposal.

F. *Oral Presentations:*
After all responses have been evaluated, the City's Selection Committee may require representatives of one or more of the respondents to appear and present before the Committee in Joplin, Missouri, for the purpose of making a final evaluation and recommendation.

G. *Completion of Project*
It is the City's goal to have this project completed within six (6) to ten (10) months.

H. *Contract Development:*
If the City selects a firm, City staff will conduct contract discussions and negotiations with the apparent successful respondent. This Request for Qualifications and the respondent's successful statement will be an integral part of the contract, but may be modified by the provisions of the contract. Respondents must be amenable to including in the contract any information provided either in response to this Request for Qualifications or other requested information. A draft Agreement for Professional Services is attached as Appendix A. Please note Section VI. of the draft agreement relating to costs and payment. This is a draft Agreement and may be modified or revised by the City of Joplin in its discretion or as required by the RFQ, the respondent's response to the RFQ and negotiations.

I. *Competition:*
It is the City's intent that this Request for Qualifications permit competition. It shall be the respondent's responsibility to advise the City, in writing, if any language, requirements, scope specifications, etc., or any combinations thereof, inadvertently restricts or limits the requirements stated in this Request for Qualifications to a single source. Such notification must be received by the City no later than five (5) calendar days prior to the date set for acceptance of proposals.

APPENDIX "A"

AGREEMENT
FOR PROFESSIONAL CONSULTING SERVICES

THIS AGREEMENT, dated this _____ day of_____, 2019, by and between the City of Joplin, Missouri, whose address is 602 S. Main Street, Joplin, Missouri 64801, hereinafter referred to as the "City" and_____, whose address is_____, hereinafter referred to as the "Consultant", is for professional services.

WHEREAS, the City desires to retain a professional consulting firm to provide services for the recruitment of a new City Manager; and

NOW, THEREFORE, WITNESSETH: That for and in consideration of the mutual covenants and promises between the parties hereto, the parties do hereby agree as follows:

ARTICLE I - SERVICES

Consultant agrees to diligently perform in a professional and workmanlike manner the services required to conduct an executive search for qualified candidates to fill the position of City Manager for the City of Joplin. Such services shall include, but not be limited to, the requirements enumerated in Section II., Scope of Services, of the City's Request for Qualifications.

ARTICLE II - AGREEMENT DOCUMENTS

The services rendered by Consultant shall be in conformance with the terms of this Agreement, City's Request for Qualifications (RFQ) which is incorporated herein by reference and attached hereto as "Appendix A", and Consultant's response attached hereto as "Appendix B". If the provisions of any Agreement document conflict with the provisions of any other Agreement document, either specifically or as to intent, the provision which allows the most strict construction shall control.

ARTICLE III - AGREEMENT TIME

This Agreement becomes effective on the day and year last shown below. Work shall commence no later than one (1) week from the Agreement date. The search shall be deemed

completed when the successful candidate begins employment as City Manager for the City of Joplin.

Both parties shall have the right to terminate this Agreement upon ten (10) days' prior written notice by Certified Mail, Return Receipt Requested, to the address mentioned above. Upon termination, the obligation of the parties for further performance of the terms of this Agreement shall thereupon cease, but they shall not be relieved of the duty to perform their obligations up to the date of termination.

ARTICLE IV - GENERAL CONDITIONS

1. The Consultant shall observe and comply with all federal, state, and local laws and ordinances that affect those employed or engaged by it on the project, or the material or equipment used, or the conduct of the work, and shall procure all necessary licenses, permits, and insurance.

2. The Consultant shall prosecute the work in a diligent and timely manner.

3. This Agreement, including payment hereunder, shall not be sub-let, assigned, or otherwise disposed of, except with the prior written consent of the City.

4. The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Consultant, any fee, commission, gift, or contingent fee.

5. In performance of the work covered by this Agreement, the Consultant shall not discriminate against any worker because of race, creed, color, political affiliation, handicap, or national origin.

6. Possession of working papers, project reports, and other materials produced in connection with this Agreement shall be retained by the Consultant. Consultant shall provide copies for City of such records upon request. All information provided by the City of Joplin to Consultant shall remain confidential. All candidate information provided to the City of Joplin shall remain confidential. However, Consultant understands and agrees that the City of Joplin is a public governmental body as defined under Chapter 610, RSMo., and as such, any records in the possession of the City may be open to the public. Consultant understands and agrees that City shall not be liable for the release of any such records as required by law.

7. City shall have the right to make changes within the general scope of Consultant's services, with an appropriate change in compensation, upon execution of a mutually acceptable

amendment or change order signed by an authorized representative of City and the President or Vice-President of Consultant.

ARTICLE V - RESPONSIBILITIES

The Consultant shall:

1. Provide a staff that is experienced in performing the work described in this Agreement.

2. Maintain the confidentiality of any information designated as confidential by the City of Joplin.

3. Consultant will exercise reasonable skill, care, and diligence in the performance of its services and will carry out its responsibilities in accordance with customarily accepted good professional recruitment practices. If Consultant fails to meet the foregoing standards, Consultant will perform at its own cost, and without additional reimbursement from City, the professional recruitment services necessary to correct errors and omissions caused by Consultant's failure to comply with above standards and reported to Consultant within one (1) year from the completion of Consultant's services for this Project. No warranty, express or implied, is included in this Agreement except as provided below.

4. In no event will Consultant be liable for any special, indirect, or consequential damages including, without limitation, damages or losses in the nature of increased Project costs, loss of revenue or profit, lost production, claims by customers of the City, or governmental fines or penalties.

The City shall:

1. Designate one (1) person as the Project Coordinator, to serve as a liaison between the City and the Consultant.

2. Ensure access to City facilities, personnel, and information, as requested by Consultant.

3. Maintain the confidentiality of all candidate information provided to the City by the Consultant to the extent provided by law.

ARTICLE VI - COSTS AND PAYMENTS

The City will be billed by invoice for professional time and services provided by Consultant in an amount not to exceed _____ ($XXX) to be remitted as follows: (a) one-third (1/3rd) of the amount will be due upon the execution of this

Agreement; (b) one-third (1/3rd) of the fee will be due once the candidates are narrowed down to six (6) or less; and (c) the final one-third (1/3rd) of the fee will be due upon the completion of hiring a candidate.

ARTICLE VII - WARRANTY

In the event that any candidate referred by Consultant begins employment and for which a professional fee is paid in accordance with Article V of this Agreement, and is thereafter discharged, terminated, or voluntarily quits said employment within one (1) year of his/her start date, Consultant agrees to search for a replacement candidate or search for a candidate for a different position for the City of Joplin at no additional fee.

ARTICLE VIII - INDEMNIFICATION AND INSURANCE

The Consultant covenants and agrees to, and does hereby hold harmless and defend the City, its officers, agents and employees from and against any and all claims or suits for property loss or damage, and/or personal injury, including death, to any and all persons, of whatsoever kind or character, whether real or asserted, arising out of Consultant's negligence in the performance of services under this Agreement.

The Consultant shall maintain workers' compensation insurance as required by Missouri law, and shall maintain a policy of general liability insurance.

ARTICLE IX - MISCELLANEOUS

1. CHOICE OF LAW. This Agreement has been made, and its validity, performance and effect shall be determined, in accordance with the laws of the State of Missouri and venue for litigation between the parties shall be solely and exclusively in Jasper County, Missouri, or the United States District Court for the Western District of Missouri.

2. HEADINGS. The headings of paragraphs in this Agreement are for convenience only. The headings form no part of this Agreement and shall not affect its interpretation.

3. ENTIRE AGREEMENT. This Agreement (including any Exhibits) contains the entire understanding of the parties with respect to the subject matter hereof. It may not be altered or amended except by an agreement in writing signed by both parties.

4. WAIVER OR BREACH. Waiver of any provision of this Agreement or breach of this Agreement shall not thereafter be deemed to be a consent by the waiving party to any further waiver, modification or breach by the other party, whether new or continuing, of the same or any other covenant, condition or provision of this Agreement. Failure by one of the parties to this Agreement to assert its rights for any breach of this Agreement shall not be deemed a waiver of such rights. Should City be required to institute legal action to enforce any of its rights set forth in this Agreement, then City shall be entitled to reimbursement for all reasonable attorneys' fees and costs incurred as determined by the Court in any such cause of action.

5. SEVERABILITY. If any of the provisions of this Agreement shall be construed to be invalid or illegal, the legality or validity of the other provisions of this Agreement shall not be affected thereby. Any illegal or invalid provision of this Agreement shall be severable and any other provisions shall remain in full force and effect.

6. REPRESENTATIONS. The signatories hereto represent and warrant that they have read this Agreement, that they are fully authorized in the capacities shown, that they understand the terms of this Agreement, and that they are executing the same voluntarily and solely for the consideration described herein.

7. RIGHTS AND BENEFITS. Consultant's services will be performed solely for the benefit of the City and not for the benefit of any other persons or entities.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

FOR THE CONSULTANT

_____

Attest:

_____
Secretary

FOR THE CITY

_____
Gary L. Shaw, Mayor

Attest:

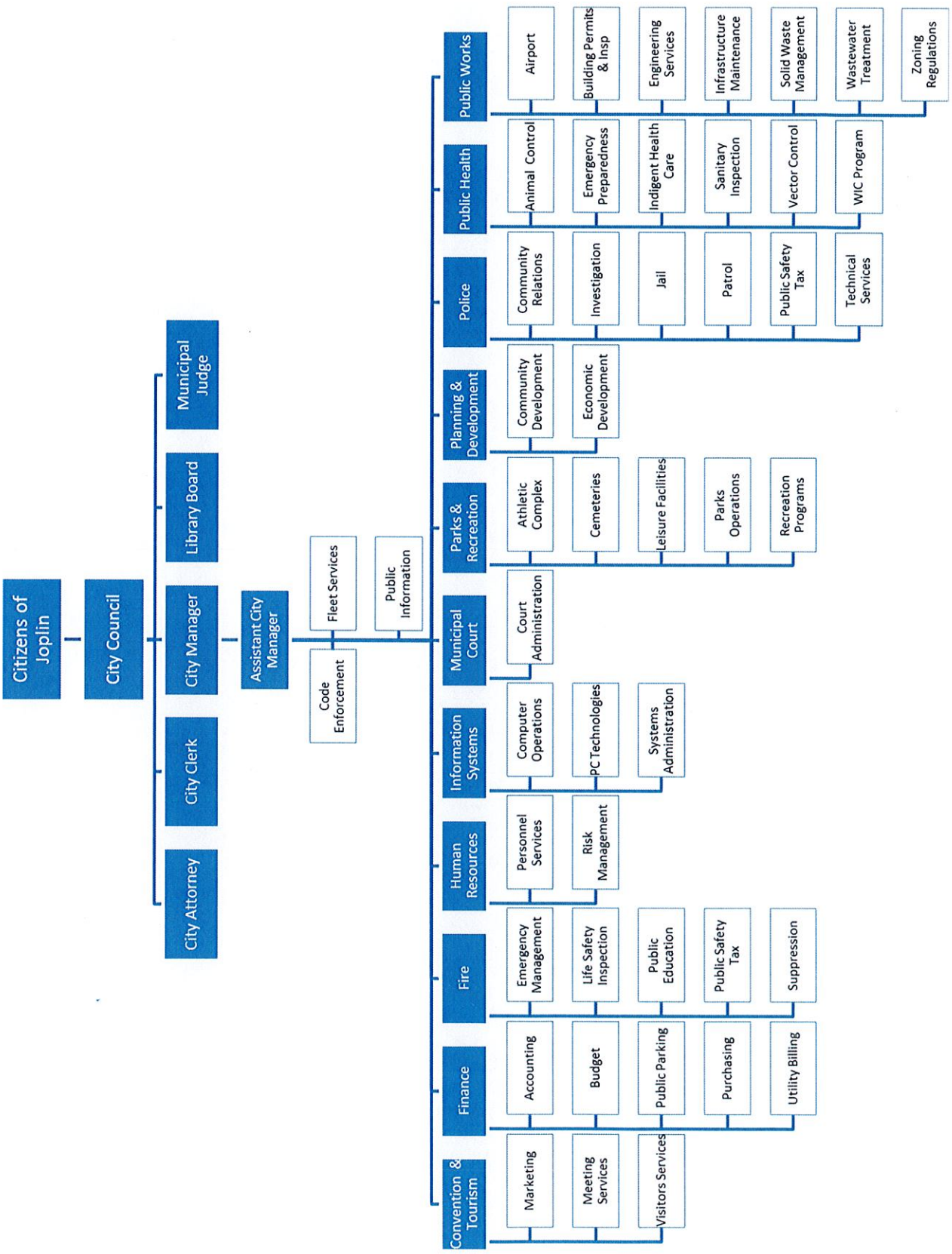
_____
Barbara J. Gollhofer, City Clerk

APPROVED AS TO FORM:

_____
Peter C. Edwards, City Attorney

APPENDIX "B"

City of Joplin
Organization Chart



APPENDIX "B"

ORIGINAL

PROPOSAL FOR EXECUTIVE RECRUITMENT SERVICES

CITY MANAGER – JOPLIN, MISSOURI
RFQ 2019-RFQ-01

June 5, 2019

This proposal is valid until September 5, 2019

Strategic Government Resources

P.O. Box 1642, Keller, Texas 76244
Office: 817-337-8581

Jennifer Fadden, President of Executive Recruitment and Interim Management
JenniferFadden@GovernmentResource.com

Kristin Navarro, Director of Business Development and Recruitment
KristinNavarro@GovernmentResource.com

June 3, 2019

Gary Shaw, Mayor
City of Joplin, Missouri
gary@centralchristiancenter.org

Dear Mayor Shaw and Councilmembers:

Thank you for the opportunity to submit this proposal to assist the City of Joplin, Missouri, in your search for a new City Manager.

SGR has the unique ability to provide a personalized and comprehensive recruitment to meet your needs. I would like to draw your attention to a few key items that distinguish SGR from other recruitment firms:

- SGR has over 50,000 email subscribers to our weekly "10 in 10 Update on Leadership and Innovation" e-newsletter.
- SGR will send targeted emails to our database of over 3,900 city management officials.
- SGR's job board (a separate website), where this position would also be posted, is the 2nd largest local government job board in the nation, with an average of over 15,000 unique visits each month and over 1,600 jobs listed at any given time.
- SGR is the only search firm with a social media expert on staff who provides a comprehensive social media marketing campaign that includes custom-made graphics, a custom-made video clip, and distribution on Facebook, Twitter, Instagram, and LinkedIn.

No other firm can touch our reputation for being trusted by both clients and candidates. We are excited about the prospect of doing this recruitment for the City of Joplin, and we are available to visit in person with you at your convenience.

Respectfully submitted,

Ron Holifield, Chief Executive Officer
Strategic Government Resources
Ron@GovernmentResource.com
Cell: 214-676-1691

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COMPANY PROFILE AND UNIQUE QUALIFICATIONS

Background

Strategic Government Resources, Inc. (SGR) was incorporated in 1999 and is fully owned by former City Manager Ron Holifield. Ron spent two high-profile decades in city management, which included service as City Manager in several cities. He founded SGR for the express purpose of helping local governments be more successful by recruiting, assessing, and developing innovative, collaborative, authentic leaders. We specialize in executive recruitment, live training, online training, leadership development, assessments, consulting, and various other services geared to promote innovation in local governments.

Mission & Core Values

SGR's mission is to facilitate innovative leadership in local government. The simple fact is that in today's world of limited resources, local governments must innovate to survive. SGR has been, and continues to be, a leader in spurring innovation in local government.

SGR's core values are:

- Customer Service
- Integrity; Philanthropy
- Continuous Improvement
- Flexibility
- The Golden Rule
- Collaboration
- Protecting Relationships.

Office Locations

SGR's corporate headquarters is in **Keller, Texas, in the Dallas/Fort Worth Metroplex**. SGR also has virtual offices in:

Florida
Kissimmee
Lakeland

Georgia
Savannah

Massachusetts
Boston

Missouri
Gladstone

North Carolina
Mooresville

Oklahoma
Stillwater

Pennsylvania
Philadelphia

Texas
Abilene
Arlington
Coppell
Corpus Christi
Forney

Texas (cont'd)
Granbury
Greenville
Lubbock
Murchison
North Richland Hills
Richardson
Sugar Land
Tyler

Executive Recruitment Team

- Ron Holifield, Chief Executive Officer
- Jennifer Fadden, President of Executive Recruitment and Interim Services
- Melissa Valentine, Managing Director of Recruitment and Human Resources
- Kristin Navarro, Director of Business Development and Recruitment
- Katie Babits, Diversity and Partner Collaboration Manager
- Muriel Call, Research Manager
- Delena Franklin, Lead Recruitment Coordinator
- Becky Welch, Recruitment Coordinator
- Courtney Ware, Recruitment Coordinator
- Andra Henson, Research Specialist
- Doug Thomas, Senior Vice President
- Bill Peterson, Senior Vice President
- Bob Turner, Senior Vice President
- Cory Smith, Senior Vice President
- David Leininger, Senior Vice President
- Gary Holland, Senior Vice President
- Kurt Hodgen, Senior Vice President
- Larry Bell, Senior Vice President
- Larry Boyd, Senior Vice President
- Larry Gilley, Senior Vice President
- Lissa Barker, Senior Vice President
- Margie Rose, Senior Vice President
- Mike Tanner, Senior Vice President
- Price Robinson, Senior Vice President
- Ron Robinson, Senior Vice President
- Tommy Ingram, Senior Vice President

For a full list of SGR team members, please visit: www.governmentresource.com/SGR_team.

UNIQUE QUALIFICATIONS

Marketing and Networking

Our recruiters have years of experience in local government and both regional and national networks of relationships. The entire executive recruitment group works as a team to leverage their networks to assist with each recruitment. SGR team members are active on a national basis, in both local government organizations and professional associations. Many SGR team members frequently speak and write on issues of interest to local government executives. Only SGR can work all of the relevant networks as a peer and insider, resulting in better recruitment, better investigation, better intelligence, better information, and better final decisions.

How SGR reaches the most extensive and diverse pool of applicants:

- SGR's 10 in 10 Update on Leadership and Innovation e-newsletter, where all recruitments conducted by SGR are announced, reaches **over 50,000 subscribers.**
- SGR has an opt-in subscriber database of **over 3,900 city management officials.**
- SGR's marketing includes **custom-made graphics** and **targeted ad placement on LinkedIn** users' pages who are selected by LinkedIn's algorithms to be a match for your job posting. This helps **recruit passive candidates** who might otherwise not be aware of the opening.
- SGR's marketing includes a **custom-made video clip**. View sample video clips at the following links: https://adobe.ly/2PTh5tP, spark.adobe.com/video/z7W4oZFk5H3Ax, https://adobe.ly/2OHJ1R5
- SGR has a social media expert on staff, who provides a **comprehensive social media marketing campaign** that includes email, Facebook, Twitter, Instagram, and LinkedIn.
- SGR has formal collaborative partnerships with:
    - League of Women in Government (LWG)
    - Florida City and County Management Association (FCCMA)
    - Louisiana Municipal Association (LMA)
    - Missouri Municipal League (MML)
    - Oklahoma Municipal League (OML)
    - City Management Association of Oklahoma (CMAO)
    - National Public Employers Labor Relations Association (NPELRA)
    - Texas Fire Chiefs Association (TFCA)
- SGR conducts over 320 live training classes each year on average, and we currently serve over 23,000 local government employees in our Learning Management System (LMS).

- SGR has 544 local government clients in 47 states for our recruitment, training, and leadership development business lines combined.

Listening to Your Unique Needs
SGR devotes tremendous energy to actively listening to your organization and helping you define and articulate your needs. SGR does not just go through the motions and then provide you with a list of qualified names from a stable of regulars. We work hard to conduct a comprehensive recruitment that is unique to you. SGR devotes a tremendous amount of energy to understanding your organization's unique culture, environment, and local issues to ensure a great "fit" from values, philosophy, and management style perspectives.

Trust of Candidates
SGR has a track record of remarkable confidentiality and providing wise counsel to candidates and next generation leaders; we have earned their trust. As a result, SGR is typically able to get exceptional prospects to become candidates, even if they have declined to become involved in other recruitment processes, because candidates trust SGR to assess the situation well, communicate honestly and bluntly, and maintain their confidentiality.

Comprehensive Needs Assessment
SGR's executive recruiting services are unequaled. Our role is to find the candidate who is the best match for your organization.

Finding qualified candidates is not difficult; the hard part is finding qualified candidates who are the right fit for your organization. A leading-edge candidate and a safe harbor candidate often look the same on paper but will have profoundly different impacts on your organization. As detailed in our Project Methodology our search process is the most comprehensive in the industry.

Recorded Online Interviews with Candidates
SGR's unique online recorded interview process allows the search committee to see candidates in an interview setting prior to the finalist stage of the recruitment process, and without having to pay travel expenses.

Comprehensive Media Reports
One of the worst things that can happen for your organization is to be surprised by undisclosed information about a finalist. SGR produces a comprehensive media report on each candidate during the semifinalist and finalist stages which is further detailed in the Project Methodology.

Accessibility
Your executive recruiter is accessible at all times throughout the recruitment process and can be reached by candidates or clients, even at night and on weekends, by cell phone or email.

Equal Opportunity Commitment

SGR strongly believes in equal opportunity. SGR does not discriminate and believes that equal opportunity is an ethical issue. SGR quite simply will not enter into an engagement with an entity or organization that directs, or expects, that bias should, or will be, demonstrated on any basis other than those factors that have a bearing on the ability of the candidate to do the job. You can anticipate that SGR will make a serious and sincere effort to include qualified women and minority candidates in the finalist pool. Although SGR obviously cannot, and would not, guarantee the makeup of the finalist group, SGR does have relationships and contacts nationwide to encourage the meaningful participation of women and minority candidates.

KEY PERSONNEL FOR THIS RECRUITMENT

Kurt Hodgen, Senior Vice President
With over 30 years of local government experience, Kurt Hodgen joined SGR in 2017 as Senior Vice President. Most recently, from 2007 until his retirement, Kurt served as the City Manager for the City of Harrisonburg, Virginia, after having previously served as the Assistant City Manager beginning in 2001. From 1993 to 2001, Kurt was the Assistant County Administrator/Director of Public Works for Botetourt County, Virginia. Before that, Kurt served as the Town Manager for the Town of Narrows, Virginia.

Kurt has been active in his professional associations and is currently a member of the International City and County Management Association (ICMA) and the Virginia Local Government Management Association (VLGMA). Recently, he served as the Chairman for the Board of Directors for the Virginia Municipal League Insurance Program, in addition to serving on the Executive Committee for VLGMA, the Harrisonburg Rockingham Regional Sewer Authority, the Middle River Regional Jail Board of Directors, Harrisonburg Rockingham Emergency Communication Center Administrative Board, and more.

Ron Holifield, CEO
Ron Holifield served almost two decades in City Management, including Assistant City Manager in Plano, Texas, as well as City Manager in Garland, DeSoto, Farmersville and Sundown, and on the City Manager's staff in Lubbock. In 1996, he left city management and purchased Government Relations Specialists, where he provided strategic marketing consultation for many of the leading corporations in America, including Space Imaging, American Express, IBM, Xerox and over 50 other Fortune 500 companies, as well as NASA. In 1999, Ron sold that company and founded Strategic Government Resources to specialize in Recruiting, Assessing and Developing Innovative, Collaborative, Authentic Leaders for local governments nationwide.

Today, Ron speaks at over 50 state and national conferences and workshops each year and remains high profile in the city management profession. SGR is the third largest local government executive search firm in the nation, operates the second largest local government job board in the nation, and provides live and online leadership development to more local government executives and midlevel managers than any other company in the nation.

Ron holds a Bachelor of Arts in Government from Abilene Christian University and a Master of Public Administration from Texas Tech University.

Kurt D. Hodgen, ICMA-CM
177 Pecan Hills Drive
Mooresville, NC 28115
(540) 820-0531
kdhodgen@comcast.net

JOB OBJECTIVE:

To obtain a senior level management position in local government that will allow me to utilize my knowledge and experience, to serve and make a significant contribution to the staff and citizens of that locality.

EDUCATION:

James Madison University, B.S. degree in Public Administration and Political Science, December, 1984. AWWA Utility Management Institute at Virginia Tech, 1989; Senior Executive Institute, University of Virginia, 1991; Virginia Institute for Economic Development, 1996; ICMA Credentialed Manager, 2003.

RELATED EXPERIENCE:

December, 2017 – Present: Senior Vice President, Executive Recruitment, Strategic Government Resources.
Provision of executive recruitment services to localities throughout the United States from initial recruitment of applicants through contract negotiations between successful candidates and localities; ongoing relationship building and support to both local government clients as well as potential candidates.

July 2007 – October 2017: City Manager, City of Harrisonburg.
Retired after 32+ plus years in Virginia local government as CAO of one of the fastest growing cities in Virginia, Responsible for preparation and administration of a $200+ million dollar budget (all funds), leadership of 12 departments (including Police and Fire) and 754 FT employees.

Accomplishments and activities included:

- Numerous infrastructure projects including renovation of a new public safety building housing police, fire administration and the consolidated city/county emergency communications center and radio system, various other public buildings, utilities upgrades and expansions, road and bridge construction, development of new bike and pedestrian trails, downtown redevelopment and streetscape improvements and parks and recreation facilities.
- Enhancements to the City's financial management policies; achieved upgrades to the City's bond ratings; oversaw multiple successful bond issues; obtained multi-million dollar assistance in state and federal transportation funding.

- Growth of the local economy through new commercial and retail, corporate expansions such as Rosetta Stone, Anthem Data Center, Serco, Axon, and

Walker/Tenneco. Establishment of economic revitalization zones and technology zones.

- Growth and development of staff through internal and external education and training opportunities; succession planning.
- Intergovernmental/regional cooperative efforts including establishment of a City/James Madison University liaison committee meetings with University President and Senior staff, continuation of City/County liaison meetings, and City-School Board liaison meetings. Service as Chairman of the joint City-County Emergency Communications Center Administrative Board; coordination with the County on other shared services; service on other regional Boards and Commissions; served as City's legislative liaison to General Assembly members and the Virginia Municipal League.
- Served as the City's Emergency Services Coordinator as per the Code of Virginia.

February 2001 – June 2007: Assistant City Manager, City of Harrisonburg.
Principal assistant to the City Manager. Performed duties of the city manager in his absence as well as all other duties assigned including liaison between City Manager and department heads; direct oversight of six departments; start-up and administration of City's CDBG Program; grant writing; special project management; staff development; report writing and presentations to City Manager and City Council. Also served as Deputy Emergency Services Coordinator.

Feb.1993 – Feb. 2001: Asst. County Admin./Dir. of Pub. Works, Botetourt County, Virginia.
Top-level administrative position in a rapidly growing County. Responsible for administration of multiple departments and activities including engineering, utilities, landfill and recycling, building and grounds maintenance, and parks and recreation. Administered departmental budget and capital projects budget. Duties also included grant writing and administration; long range planning; staff development; economic development; emergency services; report writing and presentations to county administrator and Board of Supervisors.

January 1988 - February 1993: Town Manager, Town of Narrows, Virginia.
Chief Administrative Officer of a full-service town. Prepared and administered the budget, oversaw all departmental operations as well as community development and planning activities, capital projects, water and sewer projects, street and sidewalk improvements. Prepared Council agendas, monthly financial reports, biweekly activity reports, and other reports and studies as required by council. Developed standard purchasing and budgeting policies; completed major water and sewer system improvements and upgrades. Other activities included grant writing and administration, and intergovernmental cooperation efforts.

Dec. 1986 – Jan.1988: Public Admin. Specialist, Mt. Rogers Planning District Commission.
Served as Circuit Riding Town Manager for the towns of Fries and Independence,

Virginia. Oversaw departmental operations, wrote and administered CDBG, EPA and FmHA grants for community infrastructure projects.

January 1985 - August 1986: Asst. to the County Administrator, Alleghany County, Virginia.
Duties included assistance in preparation and administration of the operating budget, project management for the renovation of and movement to a new county office building. Prepared reports, assisted in day-to day operations, other duties as assigned by the County Administrator.

PROFESSIONAL MEMBERSHIPS:

International City and County Management Association (ICMA)
Virginia Local Government Management Association (VLGMA)

OTHER AFFILIATIONS:

Virginia Municipal League Insurance Program (served as Board member, Vice Chairman and Chairman)
Virginia Local Government Management Association (Exec.Committee member 2006-08)
Virginia Local Government Management Association Support Network Coordinator
Harrisonburg Rockingham Regional Sewer Authority Board of Directors
Middle River Regional Jail Board of Directors
Harrisonburg-Rockingham Emergency Communication Center Administrative Board Chairman
Harrisonburg-Rockingham Social Services District Administrative Board
Harrisonburg-Rockingham Metropolitan Planning Organization Boad Member
Central Shenandoah Juvenile Detention Center Board of Directors
Community Criminal Justice Board, Board member
Virginia Commission on Local Government Annexation Study Committee member

PROJECT METHODOLOGY

A full-service recruitment typically entails the following steps:

1. **Organizational Inquiry and Analysis**
    - Develop Project Plan and Timeline
    - Individual Interviews with Search Committee / Key Personnel / Community Leaders (if desired)
    - Development of Position Profile and Professional Production of Brochure

2. **Advertising and Recruitment**
    - Ad Placement
    - Social Media and Marketing of Position

3. **Initial Screening and Review**
    - Management of Applications
    - Evaluation of Resumes
    - Search Committee Briefing to Facilitate Selection of Semifinalists

4. **Evaluation of Semifinalist Candidates**
    - Written Questionnaire
    - Recorded Online Interviews
    - Media Search Stage 1
    - Search Committee Briefing to Facilitate Selection of Finalists

5. **Evaluation of Finalist Candidates**
    - Comprehensive Media Search Stage 2
    - Comprehensive Background Investigation Report
    - First Year Game Plan (if desired)

6. **Interview Process**
    - Conduct Interviews
    - Deliberations
    - Reference Checks

7. **Negotiations and Hiring Process**
    - Determine the Terms of an Offer
    - Negotiate Terms and Conditions of Employment

8. **Satisfaction Surveys**

Step 1: Organizational Inquiry and Analysis

In the Organizational Inquiry and Analysis Stage, SGR devotes tremendous energy to understanding your organization's unique culture, environment, and goals to ensure you get the right match for your particular needs.

Outline Project Plan and Timeline

SGR will meet with the client at the outset of the project to finalize the recruitment plans and timeline. At this time, SGR will also request that the client provide additional information about the community, organization, and position. Information requested will include general information and available resources about the community, school district, economic vitality, political leadership, organization, strategic plan, governing body goals and objectives, budget information, major projects, job description, salary range, benefits package, etc.

Individual Interviews with Search Committee and Key Personnel (if desired)

Fully understanding your organizational needs is the most critical part of conducting a successful executive recruitment. SGR conducts individual interviews with the Search Committee, key staff, and/or direct reports to find out more about the position, special considerations, and the political environment. These interviews last approximately 30 minutes to one hour each and identify individual issues that may affect the dynamics of the recruitment, as well as develop a composite understanding of the organization's preferences. This process helps with organizational buy-in and will assist us in developing the Position Profile as we look for any significant staff issues or major disconnects that may not otherwise be apparent.

Development of Position Profile Brochure

Following the individual interviews and internal analysis, SGR will develop a draft Position Profile Brochure that is reviewed and revised in partnership with your organization until everyone agrees it accurately reflects the sought-after leadership and management characteristics. A sample brochure is included with this proposal document.

Step 2: Advertising and Recruitment

The Advertising and Recruitment stage includes ad placements, email distribution of the Position Profile, responding to inquiries about the position, and ongoing communication with applicants and prospects.

Ad Placement / Social Media and Marketing of Position

The Executive Recruiter and client work together to determine the best ways to advertise and recruit for the position. Ads are typically placed in various state and national publications, targeting the most effective venues for reaching qualified candidates for that particular position.

SGR's preferred strategy is to rely on email distribution of the Position Profile Brochure to key opinion leaders and potential prospects across the country. The position will be announced in our "10 in 10" e-newsletter, which reaches over 50,000 local government professionals, in

addition to a targeted email announcement to specific professional categories and/or areas of the country. By utilizing an email distribution strategy, these brochures tend to "get legs" of their own, resulting in a very high penetration rate at minimal cost.

SGR will utilize Facebook, Twitter, personal phone calls, personal emails, LinkedIn, Instagram, and Pinterest to promote the position. This communication is both to solicit high potential candidates and to encourage key local government professionals to share information within their professional circles.

SGR's marketing includes a **custom-made video clip**. View a sample video clip at the following link: https://adobe.ly/2PTh5tP, spark.adobe.com/video/z7W4oZFk5H3Ax, https://adobe.ly/2OHJ1R5

Ongoing Communication with Applicants and Prospects

SGR communicates with all applicants on a frequent and ongoing basis to ensure applicants stay enthusiastic about the opportunity. Outstanding prospects often will not submit a resume until they have done considerable homework on the available position. A significant number of inquiries will be made, and it is essential that the executive search firm be prepared to answer those questions with fast, accurate, and complete information, and in a warm and personal manner. This is one of the first places a prospective candidate will develop an impression about organization, and it is an area in which SGR excels. SGR also utilizes Google Alerts for each client organization and provides updates to our Executive Recruiters and applicants of any references made regarding the client organization in various media outlets.

Step 3: Initial Screening and Review

This stage of the executive recruitment involves managing the flow of resumes, and screening and evaluating resumes.

Management of Applications

Handling the flow of resumes is an ongoing and significant process. On the front end, it involves tracking resumes and promptly acknowledging their receipt. It also involves timely and personal responses to any questions or inquiries.

Evaluation and Triage of Resumes

SGR uses a triage process to identify high-probability, medium-probability, and low-probability candidates. The triage ranking is focused on overall assessment based on interaction with the applicant, qualifications, any known issues regarding previous work experience, and evaluation of cultural fit with the organization.

In contrast with the triage process described above, which focuses on subjective assessment of the resumes and how the candidates present themselves, we also evaluate each candidate to make sure that the minimum requirements of the position are met, and which of the preferred

requirements are met. This sifting process assesses how well candidates' applications fulfill the recruitment criteria outlined in the Position Profile.

Search Committee Briefing / Selection of Semifinalist Candidates
At this briefing, SGR will provide a comprehensive progress report via PowerPoint presentation and will facilitate the selection of up to 12 semifinalists. The presentation will include summary information on the process so far, the candidate pool overall, and any trends or issues that have arisen, as well as a briefing on each candidate and their credentials. No other firm offers this level of reporting detail and transparency.

Step 4: Evaluation of Semifinalist Candidates

Reviewing resumes is an important and valuable step in the executive recruitment process. However, the simple fact is that resumes can be misleading. They tell you nothing about the individual's personal qualities or his/her ability to get along with other people. Resumes can also exaggerate or inflate accomplishments or experience. SGR's responsibility is to go more in-depth than the resume to ensure that those candidates who continue in the process are truly outstanding.

Personal Interaction with Semifinalist Candidates
SGR's goal is to have a clear understanding of the person behind the resume and what makes him/her an outstanding prospect for you. The evaluation of semifinalist candidates includes follow-up when appropriate to ask any questions about underlying issues.

Written Questionnaire
SGR will ask semifinalist candidates to complete a comprehensive written exercise designed to provide greater insight into candidate thought processes and communication styles. SGR's written instrument is custom-designed around the priorities identified by the Search Committee and usually includes questions focusing on key areas of particular interest to the client. This written instrument will be included in the semifinalist briefing book along with the cover letters and resumes.

Recorded Online Interviews
SGR offers recorded online videos of candidates answering pre-recorded questions. This provides a very insightful, efficient and cost-effective way to gain additional insights to utilize in selecting finalists you want to come in for live interviews. The online interviews allow the Search Committee to evaluate technological competence, demeanor, verbal communication skills, and on-camera presence. Online interviews also convey to candidates that the organization is using leading edge technology in its business processes and provide an opportunity for the Search Committee to ask candidates questions on specific topics of special interest. Online interviews are emailed to the Search Committee for viewing prior to selection of finalist candidates.

Media Search Stage 1
Stage 1 of our media search involves a comprehensive review of all newspaper articles on the candidate in major news outlets within the previous two years. These media reports at the semifinalist stage have proven helpful by uncovering issues that were not previously disclosed by prospective candidates. The Executive Recruiter will communicate any "red flags" to the Search Committee immediately upon discovery.

Search Committee Briefing / Selection of Finalist Candidates
Prior to this briefing, SGR will provide each member of the Search Committee with a briefing book on the semifinalist candidates. The briefing book will include written questionnaires, online interviews, and any additional information obtained about the candidate. The purpose of this briefing is to facilitate narrowing the list to 4-6 finalists who will be invited for personal interviews.

Step 5: Evaluation of Finalist Candidates

Comprehensive Media Search Stage 2
These Stage 2 Media Reports are compiled by utilizing our proprietary media search process including variations of the candidates' names and states/cities in which they have lived or worked, and searches of local papers where the candidates have lived or worked. We also search social media sites. The Media Reports typically range from 20-300 pages per candidate and may include news articles, links to video interviews, blog posts by residents, etc. The Media Reports are put into an easy-to-read format and recorded onto flash drives for the Search Committee. The candidate's name is highlighted each time it appears.

These media reports have proven helpful to Search Committees by uncovering issues that were not previously disclosed by candidates and that would likely not have been discovered through an automated search or Google search, typically used by other recruitment firms. The Media Reports also give the Search Committee an overview of the type and extent of press coverage that a candidate has experienced over the course of his/her career.

A sample media report can be viewed at the following link:
www.governmentresource.com/Sample_Media_Search_Redacted.pdf.

Comprehensive Background Investigation Reports
Through SGR's partnership with FirstCheck, a licensed private investigations company, we are able to provide our clients with comprehensive background screening reports that include detailed information such as:

- Social Security number trace
- Address history
- Driving history/motor vehicle records
- Credit report
- Federal criminal search

- National criminal search
- County wants and warrants for previous 10 years
- Global homeland security search
- Sex offender registry search
- State criminal search (for current and previous states of residence)
- County criminal search (for every county in which candidate has lived or worked) for previous 10 years
- County civil search (for every county in which the candidate has lived or worked) for previous 10 years
- Education verification
- Employment verification (if desired)
- Military verification (if desired)

First Year Game Plan (if desired)
The "First Year Game Plan" is a process where finalist candidates are provided with the contact information for elected officials, key staff, and community leaders, and candidates are given free rein to make contact with all of them in advance and use those insights to develop a "first year game plan" based on what they know so far. Feedback is received from the key contacts on their impressions of the finalist candidates from the interactions with the candidates prior to the interviews. This exercise provides the opportunity to evaluate candidates' written and interpersonal communication skills, as well as critical analysis skills.

- Interviewing community leaders at the outset of the recruitment;
- Holding a public forum for citizen engagement at the outset of the recruitment;
- Facilitating a Q&A series in the local newspaper with finalist candidates. This would run a week or two prior to the interviews;
- Utilize a citizen committee to conduct the early stage candidate screening and then turn over a semifinalist list to the City Council (if applicable);
- Community leader reception;
- Meet and greet;
- Search Committee and key community leader dinner meeting;
- "Round Robin" forum meetings with various community groups during a multi-day interview process.

Step 6: Interview Process

Conduct Interviews
SGR will schedule interviews at a date/time convenient to your organization. This process can be as simple, or as complex, as your organization desires. SGR will help you determine the specifics you need. SGR will prepare sample interview questions and will participate throughout the process to make it smooth and efficient.

Deliberations
SGR will facilitate a discussion about the finalist interviews and assist the Search Committee in making a hiring decision or on whether to bring back one or more candidates for a second interview.

Reference Checks
Our reference checks are the most comprehensive in the industry. We will talk to as many professional contacts as necessary for a given candidate including elected officials, direct supervisors, direct reports, internal organizational peers, professional peers in other organizations, and civic leaders. We always seek out the candidate's greatest critics and greatest fans to ensure a complete, yet balanced, perspective and overview of each candidate.

Step 7: Negotiations and Hiring Process

Once the organization is ready to make an offer, SGR can provide additional assistance to the client in the following areas.

Determine the Terms of an Offer
Upon request, SGR will provide comparative data for selected organizations, appropriate employment agreement language, and other similar information to assist you in determining an appropriate offer to extend to your candidate of choice.

Negotiate Terms and Conditions of Employment
SGR will assist to whatever degree you deem appropriate in conducting negotiations with the chosen candidate. SGR will determine and define any special needs or concerns of the chosen candidate, including anything that could be a complicating factor. SGR is experienced and prepared to help craft win-win-solutions to negotiation "log-jams."

Step 8: Satisfaction Surveys

SGR is committed to authentically following the golden rule by providing prompt, professional and excellent communication and always treating every client with honor, dignity and respect. We ask clients and candidates to complete a brief and confidential survey after the completion of their recruitment. This helps us strive to continuously improve our processes and meet the changing needs of the workforce.

Supplemental Services if Desired (see Tab 4 for further explanation)

DiSC Management Assessments
SGR uses a DiSC Management assessment tool, which is among the most validated and reliable personal assessment tools available. The DiSC Management Profile analyzes and reports comprehensively on the candidate's preferences in five vital areas: management style, directing and delegating, motivation, development of others, and working with his/her own manager.

Press Release

Until you have "sealed the deal," you need to be cautious in order to avoid the embarrassment of a premature announcement that does not work out. You also want to try to notify all senior staff and unsuccessful candidates before they read about it in the newspaper. SGR will assist with this coordination and with drafting any announcements or press releases.

Stakeholder Engagement

At the discretion of the Search Committee, we will work closely with your organization to engage stakeholders in the recruitment process. Our recommendation is that we design a specific stakeholder engagement process after we learn more about the organization and the community. Different approaches work best in different communities. Below is an array of options we have used in the past, but we will collaborate with your organization to determine which option, or combination of options, will be the most effective for the unique needs of the organization.

Post-Hire Team Building Analysis

SGR can provide a customized team building workshop after you hire for the position. SGR utilizes I-OPT, which is a validated measurement tool that shows how a person perceives and processes information. Because people "see" different things when they assess a situation, they are motivated to take various courses of action, so understanding you and your colleagues' I-OPT Profiles will enable you to work much more effectively as a team. The price is $4,000 for a half-day onsite workshop, plus travel expenses, and $150 per person for I-OPT reports.

STANDARD TIMELINE

Timeline will be adjusted at the outset of the search to meet the organization's needs.

Task	Weeks
• Contract Executed • Outline Project Plan, Timeline • Individual Interviews with Search Committee / Key Personnel / Community Leaders (if desired)	Week 1
• Deliverable: Position Profile Brochure • Search Committee Reviews and Approves Brochure	Weeks 2-3
• Ad Placements • Accept Applications • Email Distribution and Marketing of Position Profile	Weeks 4-7
• Triage and Scoring of Resumes	Week 8
• Search Committee Briefing (Slide Presentation) / Select Semifinalists • Candidates Complete Questionnaire and Online Interviews • Stage 1 Media Searches	Week 9
• Deliverable: Semifinalist Briefing Books	Week 10
• Search Committee Briefing / Select Finalist Candidates	Week 11
• Comprehensive Media Search Stage 2 • Comprehensive Background Screening Report • DiSC Management Assessment (supplemental service if desired)	Weeks 12-13
• Deliverable: Finalist Briefing Books	Week 14
• Stakeholder Engagement (if desired) • Conduct Interviews • Deliberations • Reference Checks • Negotiations • Announcement / Press Release (if desired)	Week 15

Completed City/Town/County Manager & Administrator Recruitments, 2014 to Present

2019

- Lenexa, Texas (pop. 51,000)
- Victoria, Texas (pop. 67,600)

2018

- Anna, Texas (pop. 11,000)
- Bethany, Oklahoma (pop. 19,600)
- Cameron, Missouri (pop. 10,000)
- Clackamas County, Oregon (pop. 408,000)
- Clallam County, Washington (pop. 75,000)
- Clark County, Washington (pop. 345,000)
- Coffeyville, Kansas (9,800)
- Craig, Colorado (pop. 8,800)
- Erie, Colorado (pop. 26,000)
- Forney, Texas (pop. 17,500)
- Freeport, Texas (pop. 12,000)
- Fulshear, Texas (pop. 4,000)
- Green Cove Springs, Florida (pop. 7,000)
- Humble, Texas (pop. 15,000)
- Jacksonville, Texas (pop. 15,000)
- Lawton, Oklahoma (pop. 94,000)
- Lebanon, Missouri (pop. 15,000)
- Lockhart, Texas (pop. 13,000)
- Marshall, Texas (pop. 24,700)
- Mineral Wells, Texas (pop. 15,000)
- Murfreesboro, Tennessee (pop. 131,900)
- Nixa, Missouri (pop. 20,500)
- Paducah, Kentucky (pop. 25,000)
- Palm Coast, Florida (pop. 88,000)

- Pflugerville, Texas (pop. 54,600)
- Riverside, Missouri (pop. 3,000)
- Smithville, Missouri (pop. 9,000)
- South Windsor, Connecticut (pop. 26,000)
- Springfield, Missouri (pop. 167,300)
- Sunnyvale, Texas (pop. 5,700)
- Tolland, Connecticut (pop. 15,000) - upcoming
- West University Place, Texas (pop. 14,000)
- Wethersfield, Connecticut (pop. 26,000)

2017

- Amarillo, Texas (pop. 189,000)
- Bastrop, Texas (pop. 8,400)
- Bedford, Texas (pop. 49,000)
- Bozeman, Montana (pop. 41,600)
- Brenham, Texas (pop. 16,300)
- Clute, Texas (pop. 11,000)
- Choctaw, Oklahoma (pop. 11,500)
- Colleyville, Texas (pop. 24,500)
- Grandview, Missouri (pop. 25,300)
- Jupiter, Florida (pop. 60,700)
- Killeen, Texas (pop. 119,000)
- Midland, Michigan (pop. 40,800)
- Parkville, Missouri (pop. 5,400)
- Plant City, Florida (pop. 33,000)
- Saginaw, Texas (pop. 21,700)
- San Marcos, Texas (pop. 53,000)
- Sealy, Texas (pop. 6,400)
- Stephenville, Texas (pop. 17,400)
- Temple, Texas (pop. 70,000)
- Topeka, Kansas (pop. 127,000)
- Vail, Colorado (pop. 4,800)

2016

- Angleton, Texas (pop. 19,000)
- Beavercreek, Ohio (pop. 45,000)
- Bethany, Oklahoma (pop. 19,500)
- Canadian, Texas (pop. 2,900)
- Carrollton, Texas (pop. 128,000)
- Clarksville, Indiana (pop. 22,000)
- Craig, Colorado (pop. 9,300)
- Davenport, Iowa (pop. 101,000)
- Des Moines, Washington (pop. 29,000)
- Elgin, Texas (pop. 10,000)
- Forney, Texas (pop. 16,000)
- Gunnison, Colorado (pop. 5,500)
- Hot Springs, Arkansas (39,000)
- Lake Dallas, Texas (pop. 8,000)
- Lake Worth, Texas (pop. 4,000)
- Muskegon Heights, Michigan (pop. 11,500)
- Northglenn, Colorado (pop. 34,000)
- Palestine, Texas (pop. 18,000)
- Piney Point Village, Texas (pop. 3,500)
- Port Lavaca, Texas (pop. 11,000)
- Spokane Valley, Washington (pop. 90,600)
- Stillwater, Oklahoma (pop. 46,000)
- Sweetwater, Texas (pop. 10,000)
- Valley Center, Kansas (pop. 5,000)
- Williston, North Dakota (pop. 13,000)

2015

- Abilene, Texas (pop. 118,000)
- Altus, Oklahoma (pop. 19,000)
- Alvin, Texas (pop. 23,000)
- Azle, Texas (pop. 11,500)

- Baytown, Texas (pop. 70,000)
- Ballwin, Missouri (pop. 30,000)
- Bridgeport, Texas (pop. 6,000)
- Casper, Wyoming (pop. 53,500)
- Duncanville, Texas (pop. 36,400)
- Georgetown, Texas (pop. 50,000)
- Granbury, Texas (pop. 6,800)
- Kaufman, Texas (pop. 8,900)
- Kilgore, Texas (pop. 13,000)
- Lamesa, Texas (pop. 9,300)
- Missouri City, Texas (pop. 74,500)
- Montgomery, Texas (pop. 800)
- Sealy, Texas (pop. 6,400)

2014

- Burien, Washington (pop. 49,000)
- Fate, Texas (pop. 7,000)
- Henderson, Texas (pop. 14,000)
- Joshua, Texas (pop. 6,000)
- Kyle, Texas (pop. 30,500)
- League City, Texas (pop. 88,000)
- Lindale, Texas (pop. 5,000)
- Miami, Oklahoma (pop. 13,500)
- Pearland, Texas (pop 96,000)
- Port Arthur, Texas (pop. 56,700)
- South Padre Island, Texas (pop. 3,000)
- Stephenville, Texas (pop. 17,400)
- Tyler, Texas (pop. 98,800)

Population numbers are approximate.

REFERENCES

Unified Government of Wyandotte County/Kansas City, Kansas
Population : 161,000
Contact: Joe Connor, Assistant County Administrator
Email : jconnor@wycokck.org
Phone : 913-573-5030

City of Topeka, Kansas
Population: 127,000
Contact: Michelle De La Isla, Mayor
Email: mrangel@topeka.org
Phone: 785-368-3895

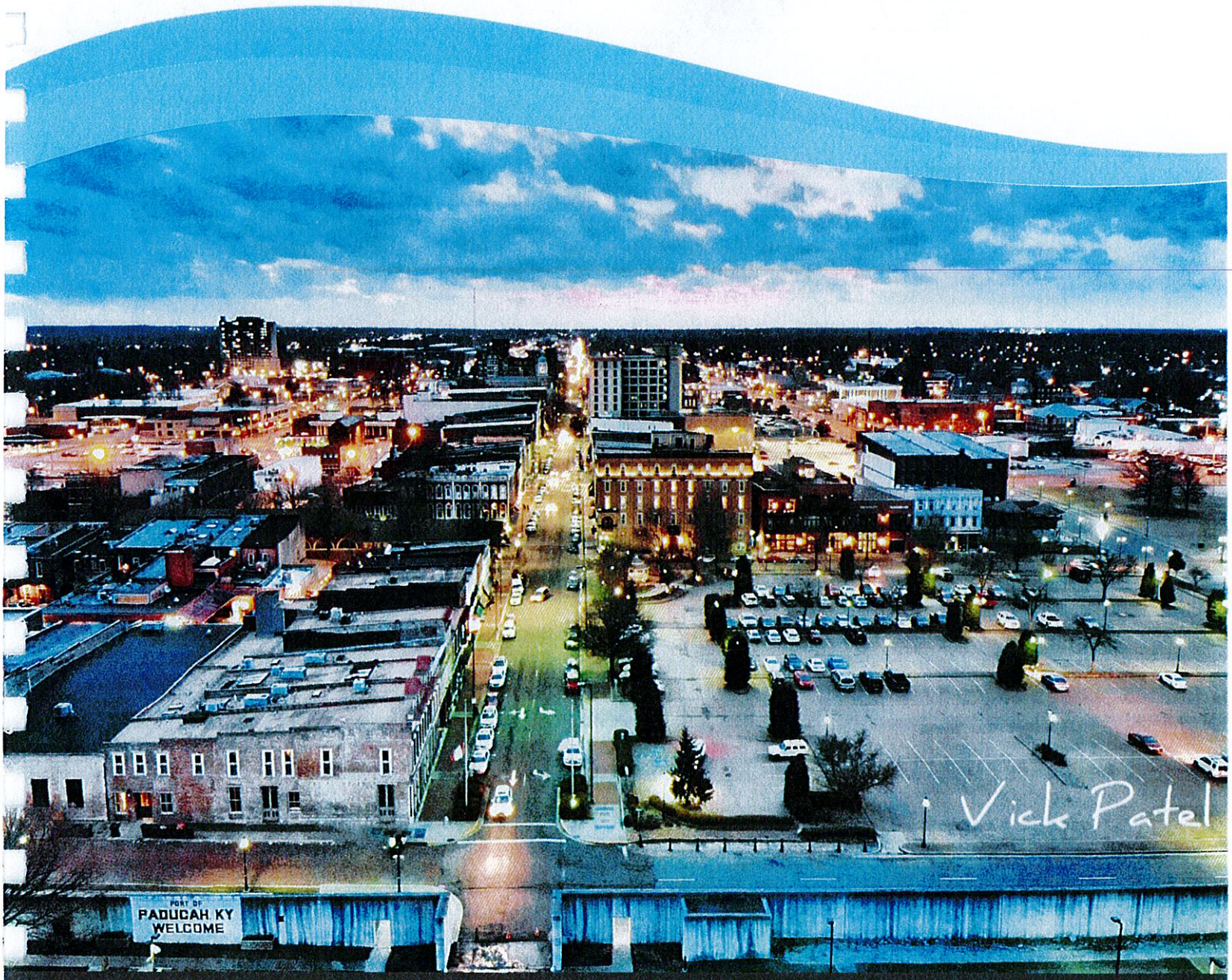
City of Pflugerville, Texas
Population: 60,000
Contact: Victor Gonzales, Mayor
Email: victor.gonzales@pflugervlletx.gov
Phone: 512-990-6101

City of Georgetown, Texas
Population: 59,000
Contact: Tadd Phillips, Human Resources Director
Email: Tadd.Phillips@georgetown.org
Phone: 512-930-2504

City of Grandview, Missouri
Population: 26,000
Contact: Cemal Gungor, City Administrator
Email: cgungor@grandview.org
Phone: 816-316-4800

CITY MANAGER
PADUCAH, KENTUCKY

PADUCAH
City of Crafts & Folk Art
UNESCO CREATIVE CITY



EXECUTIVE SEARCH PROVIDED BY STRATEGIC GOVERNMENT RESOURCES



The Community

Paducah, Kentucky, is situated at the confluence of the Tennessee and the Ohio rivers, halfway between St. Louis, Missouri, to the northwest, and Nashville, Tennessee, to the southeast, along Interstate 24. The largest city in the Jackson Purchase region, it is the only incorporated community in McCracken County. Paducah is home to approximately 25,000 residents who enjoy small town living with convenient access to unique cultural amenities, top notch schools, and safe, friendly neighborhoods.

Paducah, originally known as Pekin, was settled around 1815 and chartered as a city in 1856. The community continued to capitalize on its geographic location by becoming the site of dry dock facilities for steamboats and towboats and, in turn, headquarters for various barge line companies. In 1937, the Ohio River at Paducah rose over its 50-foot flood stage. The flood was considered to be the worst natural disaster in Paducah's history. As a result of the flood, the United States Army Corps of Engineers built a flood wall to replace the earthen levee that had once been in place. In 1948, Paducah was selected for the development of a new Uranium Enrichment Plant, which was finally decommissioned in 2013. The 20th Century was a time of great growth and change for the community of Paducah, and the beginning of the 21st Century has seen the community further develop its creative identity.

On November 21, 2013, Paducah was designated by UNESCO as a Creative City of Crafts & Folk Art, a status it earned due to its commitment to creativity, culture, and innovation. The City's support of the arts is demonstrated through cultural initiatives and assets, including the Lower Town Artist Relocation program, the National Quilt Museum, Paducah "Wall to Wall" Floodwall Murals, and the Paducah School of Art and Design. The UNESCO designation has created opportunities for exciting partnerships with Creative Cities around the globe. The City has welcomed artists and cultural leaders from around the world to share culture and craft through exhibitions, workshops, and performances. Last September, Paducah hosted the UNESCO Creative Cities of Crafts & Folk Art Annual Meeting, welcoming representatives from four continents for the first formally designated meeting of the Crafts & Folk Art sub-network.

Paducah has several museums to educate and entertain, such as the Paducah Railroad Museum, the River Discovery Museum, the Tilghman Civil War Museum, and, the oldest, the William Clark Market House Museum, founded in 1968. Several festivals, such as the American Quilter's Society Quilt Show and Contest, the Lower Town Arts & Music Festival in May, and BBQ on the River in September, attract large crowds for fun and food.

The Community CONTINUED

Paducah Main Street, winner of the Great American Main Street Award in 2010 and a 2017 Accredited Kentucky Main Street Community, serves as a model for communities throughout the nation. Selected by a nationwide jury of community development experts, Paducah proves that incremental progress and persistence pay off, creating economic vitality, a unique sense of place, and a greater commitment to the community by all of its residents. Paducah Main Street partners with business owners, property owners, and citizens through historic preservation and effective marketing and maximizes the potential of the unique historic district by focusing on business recruitment and retention, resulting in a thriving, vibrant district that has helped make Paducah an attractive destination.

Paducah Public Schools offer award-winning academic, arts, and athletic programs in a diverse learning environment for 2,800 students. The district was classified as "Proficient," and Paducah Tilghman High School and Clark Elementary were classified as "Distinguished" under the Kentucky Department of Education (KDE) Unbridled Learning Accountability System in 2015-16. Currently, the district is comprised of three elementary schools, one middle school, one high school, an alternative program, and a Head Start preschool program. Other schools in the Paducah area include St. Mary School System, a faith-centered school system rooted in Catholic tradition, Community Christian Academy, a non-denominational private school for grades K-12, and McCracken County Public Schools, which offers two K-5 elementary schools, three K-3 elementary schools, two 4-5 grade intermediate schools, three middle schools, and one high school.

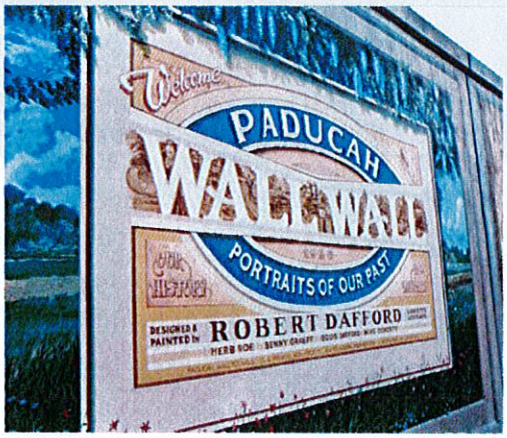
For those seeking higher education, West Kentucky Community and Technical College (WKCTC), Murray State University, and the University Of Kentucky College Of Engineering have campuses in the City. WKCTC not only offers traditional two-year transfer Associate in Arts, Associate in Science, and Associate in Fine Arts degrees, but also offers Associate in Applied Science degrees, diplomas, and certificates in several technical fields. MSU's Paducah Regional Campus serves the Paducah and McCracken County area, extending higher education learning opportunities to students who reside in the region. The UK College of Engineering offers four-year Bachelor of Science degrees in both chemical and mechanical engineering in Paducah.

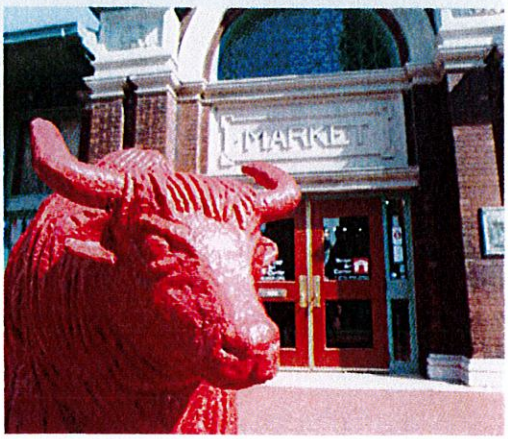
Major area employers include Baptist Health Paducah (2,066), Ingram Barge (1,800), Lourdes Hospital (1,740), Marquette Transportation (1,571), McCracken County Public Schools (1,131), James Marine (1,000), Four Rivers Nuclear Partnerships (686), and TeleTech (600).

Barkley Regional Airport offers passengers twice daily, round trip jet service to Chicago O'Hare on United Express Airlines. SkyWest Airlines operates the service as United Express under contract with United, utilizing SkyWest's fleet of 50-seat Bombardier CRJ-200 jet aircraft.

The City has a median household income $42,069 and median home value of $117,000.







Governance and Organization







Paducah is a home rule city operating under a commission-manager form of government. The Paducah Board of Commissioners is made up of the Mayor and four Commissioners elected at-large by the citizens on a non-partisan basis. The Mayor is elected for a four-year term and Commissioners for two-year terms. The Mayor and Commissioners have equal voting powers.

The Paducah Board of Commissioners sets the policies that govern the City. It appoints advisory citizen groups that help in the decision-making process. The City Manager is appointed by the Board and assists it in formulating objectives, policies, and programs. The City Manager is responsible for the day-to-day operation of the City's approximately 310 full-time employees. Collective Bargaining Agreements are in place with the Fraternal Order of Police (69 employees), International Association of Fire Fighters (59 employees), and American Federation of State, County and Municipal Employees (60 employees). Department directors are responsible for their respective operations and report directly to the City Manager.

Paducah is a full-service city with the following direct reports to the City Manager: Police Chief, Fire Chief, Assistant to the City Manager, and the Directors of E911, Parks & Recreation, Planning, Human Resources/Risk Management, Engineering/Public Works, Finance, and Information Technology. Water and Wastewater Treatment services are provided by intergovernmental agencies (with whom the City partners), and electric services are provided by Paducah Power System, a municipal utility. The total FY 2018 Annual City Budget is roughly $60 million, with General Fund expenses approximating $33 million.

Paducah prides itself on being a diverse, engaged, and supportive community. There are many organizations throughout the City that work to celebrate diversity and facilitate open dialogue for inclusiveness. Recently, the Board of Commissioners added the LGBT community to the list of protected groups under the local Human Rights Commission's anti-discrimination policy. Following its original adoption in 2006 prohibiting smoking in enclosed public places, the City is also currently considering extending the prohibition to all places of employment, whether public or private.



Challenges and Opportunities

- The City is part of the Kentucky State Employees Retirement System and has regularly made its required annual contributions; however, due to underfunding of the state retirement system, the City may be facing up to a $2.3 million annual increase in the employer portion of the annual contribution depending upon the state legislature's final deliberations on the retirement system. The current proposal in the state legislature as of February 28 is to phase in, over the course of four years, the full contribution amount of $2.3m.
- The City will play a supporting role in promoting economic development opportunities in partnership with the public-private Paducah Economic Development Agency to promote entrepreneurial development opportunities. The Paducah Economic Development organization has recently completed a holistic update to the Forward Paducah Plan, focusing on six core initiatives: cultivating talent, helping existing businesses succeed, inspiring innovation, celebrating culture, telling Paducah's story, and investing in ourselves. The Plan can be accessed at: https://epaducah.com/wp-content/uploads/2017/07/forward_paducah_update.pdf
- The Paducah City Hall is undergoing a significant $4.5 million renovation to restore the historic structure and install HVAC system upgrades.
- The City is undergoing the conversion of most of its enterprise technology systems to the MUNIS platform, with financials completed, to be followed by several other phases including human resources and payroll, building inspection and permitting, revenues, occupational licenses, payroll taxes, and property taxes.
- Discussions regarding the future governance structure of the City's E-911 operations, which provide emergency call services to numerous jurisdictions, are underway. Also planned for the E-911 system is $12 million in capital improvements, including $4 million for CAD, telephony, and infrastructure and $8 million in radio system upgrades.
- Several of the City's senior leadership team are eligible to retire within three-six years, requiring the implementation of various succession planning programs.
- A comprehensive Community Storm Water Master Plan is underway (including 12.5 miles of river floodwalls and combined sewer system identification and repairs), which will require prioritization and a proposed fee structure to implement. Phase I of the study involving the physical Master Plan and system operation is nearing completion, with Phase II involving project identification, costs, and proposed funding mechanisms anticipated to be completed in the last quarter of calendar year 2018.
- The City will continue to develop its community greenway trail system over the next two years.
- The City is involved in a renewed strategic visioning process, and the next City Manager will have the opportunity to help refine the outcomes and develop metrics to track the organization's progress in implementing the new community vision and priorities.

Ideal Candidate



The City of Paducah seeks a visionary, innovative City Manager who is willing to look "outside the box" for creative solutions to community issues and help the organization successfully navigate a cultural shift. The ideal candidate will be a highly ethical, results-driven strategic thinker with a strong customer service focus, commitment to the community, and working knowledge of smart growth strategies. It will be important for the next City Manager to maintain an environment of credibility, integrity, and transparency and to foster positive and productive relationships with the Board, staff, and the community. The selected individual should be comfortable with the public nature of their position in a small-town environment, place a high value on civic participation, and encourage positive communications and cooperative relationships with citizens.

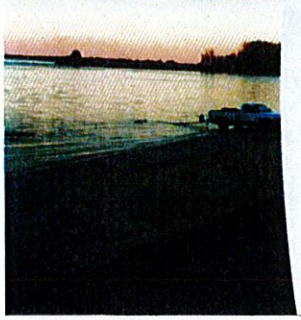


The Board seeks an open-minded, responsive, and ethical team-builder with an approachable personality and exceptional interpersonal skills who will foster interdepartmental communication and collaboration and serve as a mentor to staff. Paducah's next City Manager should have a track record of appreciation for the value of employee contributions in the services provided to the community. Taking a talented and well-led City workforce to the next performance level by utilizing best practices and promoting continuous improvement at every level of the organization will be an ongoing priority for the City Manager.

Creating close, positive, productive, and lasting relationships with the Board and community stakeholders will be paramount for the incoming City Manager. The Board seeks someone who will communicate with them directly and frankly, but always positively and respectfully, and keep them updated on the status of priorities and projects. An exceptional listener and consensus-builder, the City Manager will serve as a bridge between the Mayor, City Commission, and staff and will skillfully guide the Board through the decision-making process. The person selected will be politically savvy but never political.



The Board seeks a fiscally responsible City Manager with long-term capital planning abilities, data-driven decision-making skills, and a willingness to pursue creative strategies to address budget challenges. The ideal candidate will possess advanced finance and budget skills. A demonstrated ability to develop a professional analysis of policy and operational issues, coupled with recommended options for Board consideration, will be essential.



The incoming City Manager will have the knowledge, skills, and ability to promote economic growth. Ensuring that City policies are development and business-friendly without compromising quality or public safety will be important. The ideal candidate will be comfortable with technology, including effective implementation of such within the organization, to ensure the City is able to meet its goals and provide quality services efficiently and sustainably. A vision-driven leader with an innovation mindset who will embrace and proactively pursue change is strongly desired.

Education and Experience

The selected candidate must hold a bachelor's degree from an accredited college or university in public administration, business administration, or a related discipline and have 10-15 years of responsible professional managerial experience. A master's degree in public administration or a related field is preferred. An equivalent combination of education and experience that provides the required knowledge and skills may also be considered.



Compensation and Benefits

The City of Paducah offers a competitive salary depending on qualifications and experience. The City also provides a generous benefits program including health, dental, life insurance, and paid vacation and sick leave.



Application Process

Please apply online at: http://bit.ly/SGRCurrentSearches

For more information on this position contact:

Doug Thomas, Senior Vice President
Strategic Government Resources
DouglasThomas@GovernmentResource.com
863-860-9314

This position is open until filled. To view the status of this position, please visit:
http://bit.ly/SGRCurrentSearches

The City of Paducah is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists for this position will be subject to a comprehensive background check.

SGR

Resources

City of Paducah
paducahky.gov

Paducah Chamber of Commerce
paducahchamber.org

Paducah Economic Development
epaducah.com

Paducah Convention & Visitors Bureau
paducah.travel

Paducah Sun
www.paducahsun.com

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Executive Recruitment Clients

Arizona
- Chandler

Arkansas
- Fort Smith
- Hot Springs

Colorado
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- Aurora
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- Commerce City
- Craig
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- Erie
- Golden
- Gunnison
- Mountain View Fire Protection District
- Northglenn
- Pitkin County
- Trinidad
- Vail
- Wheat Ridge

Connecticut
- South Windsor
- Tolland
- Wethersfield

Florida
- Boca Raton
- Boynton Beach
- DeLand
- Fernandina Beach
- Fort Lauderdale
- Green Cove Springs
- Jupiter
- Lakeland
- Lee County
- Palm Coast
- Plant City
- Port St. Lucie
- Tamarac
- Winter Haven

Georgia
- Albany
- Johns Creek

Indiana
- Clarksville

Iowa
- Davenport

Kansas
- Coffeyville
- Lenexa
- Overland Park
- Shawnee
- Topeka
- Unified Government of Wyandotte County/Kansas City
- Valley Center

Kentucky
- Paducah

Louisiana
- Shreveport

Michigan

- Kalamazoo County Consolidated Dispatch Authority (KCCDA)
- Midland
- Muskegon Heights

Mississippi
- Hancock County Port & Harbor Commission

Missouri
- Ballwin
- Cameron
- Cape Girardeau
- Grandview
- Lebanon
- Nixa
- O'Fallon
- Parkville
- Riverside
- Sikeston
- Smithville
- Springfield
- St. Charles

Montana
- Bozeman

Nevada
- Las Vegas
- Washoe County

New Mexico
- Farmington
- Four Corners Economic Development

North Carolina

North Dakota
- Mountrail Williams Electric Cooperative
- Williston

Ohio
- Beavercreek
- Franklin County

Oklahoma
- Altus
- Bethany
- Broken Arrow
- Chickasha
- Choctaw
- Lawton
- Miami
- Miami Office of Economic Development
- Oklahoma Municipal League
- Owasso
- Stillwater

Oregon
- Clackamas County
- Eugene
- Springfield

Tennessee
- Murfreesboro

Texas
- Abilene
- Addison
- Alamo Heights
- Alice
- Allen
- Alvin
- Amarillo

- Angleton
- Anna
- Arlington
- Atlanta
- Austin
- Azle
- Bastrop
- Bastrop Economic Development Corporation
- Bay City
- Baytown
- BCFS Health & Human Services
- Bedford
- Bellaire
- Boerne
- Brenham
- Bridgeport
- Brushy Creek Regional Utility Authority
- Burkburnett
- Canadian
- Carrollton
- Castroville
- Cedar Park
- Clute
- College Station
- Colleyville
- Colorado River Municipal Water District
- Commerce
- Converse
- Copper Canyon
- Copperas Cove
- Corpus Christi
- Dallas County
- Denison
- Denison Area Chamber of Commerce
- Denton
- Denton County Fresh Water Supply District 1-A
- Duncanville
- El Paso
- El Paso MPO
- Elgin
- Fairview
- Farmers Branch
- Fate
- Ferris
- Flower Mound
- Forney
- Fort Worth
- Freeport
- Fulshear
- Garland
- Georgetown
- Georgetown Chamber of Commerce
- Gonzales Economic Development Corporation
- Granbury
- Grapevine
- Gulf Coast Water Authority
- Harris County ESD No. 48
- Henderson
- Highland Park
- Humble
- Hutto
- Hutto EDC
- Irving
- Jacksonville
- Jacksonville Development Corporation (JEDCO)
- Joshua
- Kaufman
- Kilgore
- Killeen

- Kyle
- Lake Dallas
- Lake Worth
- Lakeway
- Lamesa
- Lancaster
- League City
- Leander
- Levelland
- Levelland EDC
- Lindale
- Little Elm
- Lockhart
- Longview
- Longview EDC
- Lubbock
- Marshall
- McKinney
- McKinney EDC
- Memorial Villages PD
- Midland
- Mineral Wells
- Missouri City
- Montgomery
- Mount Pleasant EDC
- Nederland
- North East Texas Regional Mobility Authority
- North Richland Hills
- North Texas Emergency Communications Center (NTECC)
- Odessa
- Orange
- Palestine
- Pearland
- Pflugerville
- Piney Point Village
- Plainview
- Plano
- Port Arthur
- Port Lavaca
- Port Neches
- Portland
- Princeton
- Red Oak
- Richardson
- Riverbend Water District
- Rockport
- Rockwall EDC
- Round Rock
- Rowlett
- Saginaw
- San Marcos
- San Marcos/Hays County EMS
- Seagoville
- Sealy
- Sherman EDC
- Snyder
- Socorro
- South Padre Island
- Southlake
- Stephenville
- Sugar Land
- Sunnyvale
- Sweetwater
- Tarrant County 9-1-1 District
- Taylor
- Temple
- Terrell
- TexAmericas Center
- Tyler
- Upper Brushy Creek WCID
- Victoria
- Waco

- Waxahachie
- West University Place
- Westworth Village
- Wichita Falls
- Willow Park
- Wills Point

Washington

- Bainbridge Island
- Bellevue
- Burien
- Clallam County
- Clark County
- Des Moines
- Richland
- Shoreline
- Snoqualmie
- Spokane
- Spokane Valley
- Whitworth Water District #2

Wyoming

- Casper

Other Organizations

- BCFS Health & Human Services
- HVJ Associates
- Institute for Bldg Tech. and Safety (IBTS)

Executive Recruitment Positions (2014 to Date)

Administration

- Assistant City Manager
- Assistant County Manager
- Chief Administrative Officer
- City Administrator
- City Clerk
- City Manager
- City Secretary
- County Administrator
- County Manager
- Deputy City Manager
- Director of Administration
- Town Manager

Animal Services

- Animal Services Manager
- Animal Shelter Manager
- Animal Welfare Director
- Animal Welfare Manager
- Assistant Director of Code Compliance/ Animal Welfare
- Director of Animal Care & Control
- Director of Animal Management & Welfare
- Director of Animal Services
- Director of Regional Animal Services
- Executive Director of Animal Services

Aviation

- Airport General Manager

Building Inspection

- Building Official
- Chief Building Official
- Deputy Building Official

Code Enforcement

- Code Compliance Superintendent

Communications

- Communications Manager - 911
- Deputy Director of Emergency Communication Center
- Emergency Dispatch Director
- Executive Director of Emergency Communications Center
- Executive Director of County Consolidated Dispatch Authority
- Executive Director of 911 District

Economic Development/CVB/Tourism

- Assistant Director of Economic Development
- Assistant Director of Housing & Economic Development
- Business Development Director
- CEO of Port & Harbor Commission
- Convention Center Operations Manager
- CVB Director
- Director of Economic Development
- Director of the Office of Economic Development
- Economic Development & Tourism Coordinator
- Economic Development Manager
- Executive Director of Port & Harbor Commission
- Executive Director of EDC
- Executive Vice President/Chief Economic Development Officer
- Main Street Manager
- President of EDC
- President of Chamber of Commerce
- President/CEO of EDC

- President/CEO of Regional Chamber of Commerce and Economic Development
- President/CEO of Office of Economic Development
- Special Events Director

Emergency Management

- Executive Director/Emergency Management (nonprofit)
- Homeland Security & Emergency Management Director

Engineering

- Assistant City Engineer
- Assistant City Engineer for Development
- City Engineer
- Construction Engineer
- Director of Capital Projects and Development Engineering
- Director of Engineering
- Director of Engineering and Environmental Services
- Director of Engineering Services
- Electrical Engineer
- Senior Operations Electrical Engineer
- Traffic Engineer

Finance

- Assistant Finance Director
- Budget Director
- Capital Projects Budget Manager
- Chief Financial Officer
- Comptroller
- Deputy Finance Director
- Financial Services Director
- Finance Director
- Public Works Finance Officer
- Purchasing Director
- Senior Accountant

Fire/EMS

- Assistant Fire Chief
- Battalion Chief
- Executive Director of EMS
- Fire Chief
- Training Chief

Fleet

- Fleet Services Manager

Human Resources/Risk Management

- Assistant Human Resources Director
- Human Resources Director
- Director of Human Resources & Risk Management
- Human Resources/Civil Service Director

Information Technology

- Assistant Director-IT Solutions
- Chief Information Officer
- Chief Knowledge Officer
- Chief Technology Officer
- Director of Information Technology
- GIS Manager
- IT Manager
- Police IT Manager
- Senior Software Developer

Legal

- City Attorney (firm)
- City Attorney (individual)
- First Assistant City Attorney

Libraries

- Chief Librarian
- Director of Libraries
- Library Director

Marketing and Community Engagement

- Director of Community Affairs
- Public Information Officer

Municipal Court

- Director of Municipal Court Services
- Municipal Court Director

Parks & Recreation

- Assistant Director of Parks & Recreation
- Parks & Recreation Director

Planning/Development Services

- Assistant Director of Planning & Development
- Assistant Planning Director
- Building Official
- City Planner
- Community Development Director
- Deputy Director of Development Services
- Development Services Director
- Director of Community and Development Services
- Director of Municipal Development Services
- Director of Planning
- Planning & Development Director
- Redevelopment Project Director
- Senior Redevelopment Project Director

Police

- Assistant Police Chief
- Chief Administrative Officer (police)
- Chief of Police
- Deputy Director-Police Administrative Services
- Safety Services Manager/Police Chief

Public Health/Social Services

- Environmental Health Director
- Health & Human Services Director
- Neighborhood Services Manager

Public Works/Utilities

- Assistant General Manager-Water Authority
- Assistant Public Works Director
- Assistant Utilities Director
- Deputy Municipal Services Director
- Deputy Director of Utilities
- Development & Public Works Director
- Director of Public Services
- Director of Public Works
- Director of Street Operations
- Electric Utility Director
- Executive Director-Water District
- General Manager-Regional Utility Authority
- General Manager-Water District
- Managing Director for Public Works & Utilities
- Public Works Director/City Engineer
- Sanitation Director
- Solid Waste Superintendent
- Streets & Stormwater Director
- Utilities Director
- Utility Services Director
- Utilities Services Manager

- Water/Wastewater Utilities Director

Transportation

- Assistant Director of Transportation
- Executive Director-Regional Mobility Authority
- MPO Administrator
- Transportation Manager

Other

- Deputy Chief Medical Examiner
- Executive Director-Municipal League
- Property Management Director

APPENDIX "C"

PROJECT COST

This proposal is valid until September 5, 2019

All-Inclusive Maximum Price

Professional Services Fee:	$ 18,500
Expenses Not-to-Exceed:	$ 8,000
All-Inclusive, Not-to-Exceed Maximum Price:	**$ 26,500***

Expenses Not-to Exceed

SGR does not bill the client for any expenses except for those explicitly detailed herein. Items included in the Expenses Not-to-Exceed include:

- Professional production of a high quality brochure. This brochure (typically 4 pages) is produced by SGR's graphic designer for a flat fee of $1,500.
- Marketing and Ad Placements:
    - Announcement in SGR's 10 in 10 Leadership and Innovation e-newsletter
    - Email blast to SGR's profession-specific opt-in subscriber list
    - Featured post on SGR's website
    - Featured ad on SGR's job board
    - Promotions on SGR's social media pages – Facebook, Twitter, LinkedIn, Instagram
    - Targeted ad placements on LinkedIn users' pages who have been selected by LinkedIn's algorithm to be a match for your job posting.
    - Ad placements with one national association and one state association. These two ads are billed at actual cost, with no markup for overhead. Additional ad placements, or the organization's choice, will be billed over and above the not-to-exceed maximum price.
- Printing of documents and materials. Reproduction costs for reports and briefing books presented to the client at 26 cents per copy, plus the cost of binders/binding. Flash drives are billed at $10 each.
- Online interviews. There is a cost of $200 for each recorded online interview. SGR recommends conducting online interviews at the semifinalist stage (up to 12 semifinalists).
- Comprehensive Media Reports – Stage 2. There is a cost of $500 per candidate. SGR recommends conducting Stage 2 media searches on the finalist candidates (up to 6 finalists).
- Comprehensive Background Investigation Reports. There is a cost of $400 per candidate for comprehensive background screening reports prepared by our licensed private investigations provider. SGR recommends conducting comprehensive background investigations on the finalist candidates (up to 6 finalists).

- Travel for the Executive Recruiter (incurred for the benefit of the client). Meals are billed at a per diem rate of $10 for breakfast, $15 for lunch, and $25 for dinner. Mileage will be reimbursed at the current IRS rate. All other travel-related expenses are billed back at actual cost, with no markup for overhead.
- Up to four (4) visits/trips by the Recruiter to the Organization. Any additional visits/trips by the Recruiter to the Organization will be billed over and above the not-to-exceed maximum price.

*Supplemental Services

The supplemental services listed below are not included in the maximum price above. These supplemental services include:

- Candidate Travel. Candidates are typically reimbursed directly by the client for travel expenses. If the client prefers a different arrangement for candidate travel, SGR will be glad to accommodate the client's wishes.
- Stakeholder Survey. SGR will conduct a Stakeholder Survey for $1,000. SGR provides recommended survey questions and sets up an online survey. Stakeholders are directed to a web page or invited to take the survey by email. Written summary of results is provided to the organization.
- Additional Ad Placements. Additional ad placements, as approved by the organization, that are not included in the not-to-exceed expenses will be billed back at actual cost with no markup for overhead.
- DiSC Assessments. There is a cost of $150 per candidate for the DiSC Management Profile.
- Post-Hire Team Building Analysis. A half-day onsite workshop is $4,000, plus travel expenses, and $150 per person for I-OPT reports.
- Site Visits to Communities of Finalist Candidates. If desired, the Executive Recruiter will travel to the communities of the finalist candidates to conduct onsite visits. Site visits will be charged at a day rate of $1,000 per day, plus travel expenses.
- In the unexpected event the client shall request that unusual out of pocket expenses be incurred, said expenses will be reimbursed at the actual cost with no mark up for overhead.
- If the client desires any supplemental services not mentioned in this section, an estimate of the cost and hours to be committed will be provided at that time, and no work shall be done without approval. Supplemental services will be billed out at $250 per hour.

Billing

Professional fees for the recruitment are billed in three equal installments during the course of the recruitment. The initial installment is billed after the Organizational Inquiry and Analysis is completed and the position profile has been created. The second installment is billed when semifinalists are selected. The final installment is billed at the conclusion of the recruitment. Expense (reimbursable) items and supplemental services will be billed with each of the three installments, as appropriate.

Service Guarantee

SGR guarantees that you will be satisfied with the results of the recruitment process, or we will repeat the entire process at no additional professional fee until you find a candidate that you desire. Additionally, if you select a candidate (that SGR has fully vetted) who resigns or is released within 18 months of their hire date, SGR will repeat the process at no additional professional fee to the client. If the Organization circumvents SGR's recruitment process and selects a candidate who did not participate in the full recruitment process, the service guarantee is null and void. We also guarantee that we will not directly solicit a candidate we bring to you for another job.

COUNCIL BILL NO. 2019-004 ORDINANCE NO.

AN ORDINANCE approving an Agreement for Professional Consulting Services between the City of Joplin and Strategic Government Resources to provide services related to the search for a new City Manager; authorizing the Mayor to execute the same by and on behalf of the City of Joplin, Missouri; and containing an emergency clause.

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

Section 1. That an Agreement for Professional Consulting Services by and between the City of Joplin, Missouri, a Municipal Corporation, and Strategic Government Resources, dealing generally with the provision of professional consulting services for an executive search process to fill the City Manager position, a true and accurate copy of the same being attached hereto, be, and the same is, hereby approved.

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

Section 3. That this Ordinance, being an ordinance dealing generally with payment of current city government expenses, is an emergency within the meaning of Section 2.12(3) of the Home Rule Charter of the City of Joplin, Missouri, and, as such, shall be in full force and effect immediately from and after its adoption and approval.

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 2019-510 – Approving a budget amendment for FY 2019

MEETING DATE
July 15, 2019

ORIGINATING DEPT
Finance

ATTACHMENTS
CB 2019-510 Ordinance; Schedule "A" Budget Amendment

REVIEWED BY
Department Head: Leslie Haase; City Attorney: Peter Edwards; Interim City Manager: Dan Pekarek

SUMMARY
This Council Bill amends the adopted 2018-2019 Budget of the City of Joplin.

BACKGROUND
In compliance with Charter regulations and accounting principles, the proposed adjustment is required to ensure that department expenditures do not exceed approved budget appropriations.

Here is the explanation for the items in Schedule A:

- Amend the fire operations budget and donations revenue in the amount of $15,000.00 to purchase rescue boats. CFI awarded a donation to the Joplin Fire Department for this purpose.
- Amend the TST budget in the amount of $510,000.00. Amend the budget to add a new line item for traffic calming supplies in the amount $10,000.00. Also, increase the subsidy to the airport by $500,000.00 as informally approved at the May work session to cover the negative unrestricted net asset balance. This item results in an increase in revenue in the Airport Fund in the amount of $500,000.00.
- Amend the Worker's Compensation Fund budget in the amount of $850,000.00 to transfer money in the amount of $600,000.00 to the Revolving Public Improvement Fund and in the amount of $250,000.00 to the Golf Course Fund. This subsidy was informally approved at the May work session to increase the fund balance in the revolving fund and cover the negative unrestricted net asset balance in the golf fund.

The purpose of the budget amendment is to recognize changes that have occurred since the annual budget was adopted. This budget amendment increases revenues by $1,365,000.00 and expenditures by $1,375,000.00.

FUNDING SOURCE
This item is not applicable for budget amendments.

RECOMMENDATION
Staff recommends approval of this council bill on an emergency basis.

COUNCIL BILL NO. 2019-510 **ORDINANCE NO.**

AN ORDINANCE amending the Annual Budget of the City of Joplin for the Fiscal Year 2018-2019 as adopted by Ordinance 2018-145 on October 15, 2018, to adjust appropriations and containing an emergency clause.

WHEREAS, the City of Joplin, Missouri passed Ordinance 2018-145 on October 15, 2018, which estimated revenues and appropriated funds for the fiscal year 2018-2019, and

WHEREAS, the Council of the City of Joplin has previously approved the programs and projects which require additional appropriations for completion.

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

Section 1. That fiscal year 2018-2019 budgeted appropriations as adopted by Ordinance 2018-145 be amended by increasing revenues by the total amount of One Million Three Hundred Sixty-Five Thousand Dollars and No Cents ($1,365,000.00) and by increasing appropriations by the total amount of One Million Three Hundred Seventy-Five Thousand Dollars and No Cents ($1,375,000.00) for the purposes and amounts as shown in Schedule A attached hereto.

Section 2. That the Director of Finance is hereby directed to make all necessary entries on the City records to show the increase in appropriations.

Section 3. This Ordinance is declared by the City Council to be an emergency within this meaning of Section 2.12 (4), of the Home Rule Charter of the City of Joplin, Missouri, in order to continue the day-to-day operations of the City and as such 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

SCHEDULE A

CITY OF JOPLIN
BUDGET AMENDMENT
2018-2019 ADOPTED BUDGET
15-Jul-19

FUND	ACTIVITY	ACCOUNT	DESCRIPTION		REVENUES	EXPENDITURES
001	General Fund					
	Donations	001-0000-450-0306	Donations	$	15,000	
	Fire Operations	001-6002-510-8230	Emergency Operating Equipment			15,000
	Total General Fund			$	15,000	15,000
140	Transportation Sales Tax Fund					
				$	-	
	Street Maintenance	140-4520-530-2550	Traffic Calming Supplies		-	10,000
	Transfers Out	140-9003-530-9040	Airport Subsidy			500,000
	Total Transportation Sales Tax Fund			$	-	510,000
310	Revolving Public Improvement Fund					
	Subsidy	310-0000-460-0213	Worker's Comp Subsidy	$	600,000	
					-	-
	Total Revolving Public Improvement Fund			$	600,000	-
405	Airport Fund					
	Subsidy	405-0000-460-0203	Subsidy from TST	$	500,000	
					-	-
	Total Airport Fund			$	500,000	-
410	Golf Course Fund					
	Subsidy	410-0000-460-0213	Worker's Comp Subsidy	$	250,000	
					-	-
	Total Golf Course Fund			$	250,000	-
512	Worker's Compensation Fund					
				$	-	
	Transfers Out	512-7503-500-9990	Transfers to Other Funds		-	850,000
	Total Worker's Compensation Fund			$	-	850,000
	Grand Total			$	1,365,000	1,375,000

CITY OF JOPLIN
COUNCIL AGENDA ITEM

ITEM
Council Bill 2019-511 – Approving an updated agreement for city property tax collection with the Jasper County Collector

MEETING DATE
July 15, 2019

ORIGINATING DEPT
Finance

ATTACHMENTS
CB 2019-511 Ordinance; Exhibit "A", Cooperative Agreement

REVIEWED BY
Department Head: Leslie Haase; City Attorney: Peter Edwards; Interim City Manager: Dan Pekarek

SUMMARY
This Council Bill approves an updated agreement with the Jasper County Collector to collect real property taxes in the county on behalf of the City.

BACKGROUND
The City of Joplin entered into an agreement with the Jasper County Collector in February of 1998 to collect the real property taxes on behalf of the City. Steven McIntosh was recently elected as the Jasper County Collector following the retirement of Stephen Holt. As a result, a new Agreement is required with the new Collector.

The City wishes to continue the relationship that allows the County to collect the real property taxes on behalf of the City.

FUNDING SOURCE
The County assesses a 4% fee for this service. The funds that receive the property tax pay this fee and it is included in the budget for the Health Fund, Parks Fund, Solid Waste Management Fund and the Library Fund.

RECOMMENDATION
Staff recommends approval of this council bill on an emergency basis.

COUNCIL BILL NO. 2019-511 **ORDINANCE NO.**

AN ORDINANCE approving an Agreement by and between the City of Joplin and Jasper County, Missouri to provide for the collection of City of Joplin real property taxes through the County real estate property tax bills; authorizing the City Manager to execute said Agreement by and on behalf of the City of Joplin; and containing an emergency clause.

WHEREAS, the City of Joplin approved an agreement with the Jasper County Collector in February of 1998 to collect the real property taxes on behalf of the City; and,

WHEREAS, the Jasper County Collector has recently changed and the City of Joplin desires to adopt the same agreement with the new Collector.

NOW, THEREFORE, 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 Jasper County, Missouri to collect City of Joplin real property taxes through the County real estate property tax bills, a true and accurate copy of the same being attached hereto and incorporated herein as Exhibit "A", be, and the same is, hereby approved.

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

Section 3. This Ordinance is declared by the City Council to be an emergency within this meaning of Section 2.12, subparagraph (1), of the Home Rule Charter of the City of Joplin, Missouri, and as such 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

Exhibit "A"

Steven E. McIntosh
Collector of Revenue

302 S. Main Street, P.O. Box 421
Carthage, MO 64836
417-358-0409 or 417-358-0411
Fax: 417-358-0497

601 S. Pearl Ave., Suite 107
Joplin, MO 64801
417-625-4324 | Fax: 417-625-4351

smcintosh@jaspercountymo.gov
www.jaspercountycollector.com

COOPERATIVE AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 20_____, by and between the City of _____Joplin_____, Missouri, a municipal corporation, and hereinafter "City," and Steven E. McIntosh, duly elected County Collector of Revenue, Jasper County, Missouri, and hereinafter "Collector," and the County Commission of Jasper County, Missouri hereinafter "County Commission," of the following terms and conditions.

WHEREAS, it is desired and intended by this Cooperative Agreement the parties set forth hereinafter shall enter into an agreement as permitted by Sections 70.220 to 70.320 inclusive, and Sections 140.670 to 140.750 inclusive, of the Revised Statutes of Missouri, for the cooperative efforts to collect the taxes of the City of _____Joplin_____, Missouri on property located within the boundaries of said city, which is located in Jasper County, Missouri.

Now, THEREFORE, it is herby mutually agreed as follows:

1. The COUNTY COMMISSION covenants and agrees:
    a. It will maintain and permit the use of its computer terminals facilities and its office and staff facilities in the development, mailing and collection of city tax assessments and notices to all applicable residents of the City of _____Joplin_____, Missouri.
    b. It will cooperate with the County Collector and with the officials of the City of _____Joplin_____ to act toward the effectuation and execution of this agreement.

2. The City covenants and agrees:
    a. To be responsible for the computer programming. The cost of the computer programming to be paid directly to the programmer.
    b. To compensate the Collector for the services provided by him at rate of four percent (4%) of the total amount of the taxes collected by the Collector for the City, together with the penalty charge as prescribed by law, on amounts collected from taxpayers on delinquent taxes.

3. The Collector covenants and agrees:
    a. To his best professional efforts to effectuate the collection of the City taxes, as set forth herein, by all lawful and proper means.

b. To maintain reasonable and appropriate accounting and depository records and to pay the taxes collected by him in accordance with this agreement to the City of Joplin.
c. The Collector will pay the taxes collected by him for the previous month not later than the fifteenth day of the following month.
d. The Collector will provide to the City a copy of the original tax printout not later than a date to be agreed upon each year and said printouts shall include a list of all taxpayers, assessments and other pertinent information necessary to the tax billing for the City.
e. The Collector will collect and forward to the City, on a monthly account basis, all taxes collected by the County on behalf of the City, together with the appropriate bookkeeping information and date which is reasonable and required b law, by the City for its tax records.
f. The 4% collector commission shall be paid to the Jasper County Treasurer, with billing to be made by the Collector.
g. The entire 4% of the commission fee be paid to the County Treasurer, to be placed in the General Revenue Fund. In the event the Collector Tax Maintenance Fund currently in effect is eliminated, the entire 4% will be placed in a newly created Jasper County Collector TMF which is currently allowed under section 52.312, 52.315, 52.317 RSMo..
h. The County Collector will not receive any additional compensation in the form of salary, for this service to the City.
i. The Collector will pay the city the amount of interest collected on late taxes collected by the Office. The amount of interest earned by the deposited funds will also be distributed to the city.

4. It is contemplated by this agreement and understood by the parties that the City tax shall be added to and included on the County tax statements as an additional political subdivision and additional statements, envelopes, postage or other supplies will not be required.

5. It is further contemplated by this agreement and understood by the parties as follows:
   a. As provided by Section 140.680 RSMo., the power to collect the real and personal property taxes for the City is herby granted to the Collector.
   b. As provided by Section 140.690, RSMo., real property is in all cases liable for all taxes due the City and a lien is created for all these taxes, and the interest and costs provided by law, the same as for State and County taxes, which lien shall be enforced as in Chapter 140 RSMo. is provided.

6. The term of this contract will begin _____ _____.

7. The contract shall continue in force from year to year unless the City or the Collector give the other party written notice to terminate, by certified mail, not later than March 1. Any request for amendments to or modification of this contract by the City or Collector shall be submitted in the manner and by the

date specified for termination notices.

8. All accounting and reconciliation will be made as the date of termination. Any change in laws and regulations which substantially change or effects the responsibilities or performance of the parties hereto shall make this agreement voidable, at the option of the party or parties so affected.

9. Upon the termination of this contract without further renewal, the Collector shall make available to the City any such existing records under his control as may be necessary for the City to undertake the collection of taxes assessed on City property in the City of Joplin, Missouri in the year after termination.

Attest: **CITY OF _____, MISSOURI**

_____ _____

City Clerk **Mayor**

Approved as to Form: _____

Finance Director

_____ _____

City Attorney **City Manager**

Attest: **JASPER COUNTY**

_____ _____

County Clerk **County Collector of Revenue**

_____ _____

County Counselor **Presiding Commissioner**

CITY OF JOPLIN
COUNCIL AGENDA ITEM

ITEM
Council Bill 2019-512 – Authorizing the prepayment of the Certificates of Participation (COPS) issued in 2014 for the renovation of Joe Becker Stadium

MEETING DATE
July 15, 2019

ORIGINATING DEPT
Finance

ATTACHMENTS
CB 2019-512 Ordinance; Summary of Prepayment of Series 2014 COPS; Schedule "A", Budget Amendment

REVIEWED BY
Department Head: Leslie Haase; City Attorney: Peter Edwards; Interim City Manager: Dan Pekarek

SUMMARY
This Council Bill authorizes the prepayment of the outstanding Series 2014 Certificates of Participation issued for the renovation of Joe Becker Stadium.

BACKGROUND
In 2014, the City renovated Joe Becker Stadium at a cost of approximately $5 million. The City paid cash for a portion of the project and also issued Certificates of Participation (COPS) in the net amount of $2 million for the remainder. The COPS were issued to mature on September 1, 2034 at an interest rate of 4%. The annual debt payment ranges from $147,000.00 to $151,000.00. The City currently makes this annual payment by assessing ourselves a "rent" payment of $150,000.00. This is an added annual expenditure assessed to the general fund through the parks subsidy.

The first callable or prepayment date for the COPS is September 1, 2019. On September 1, 2014, the remaining principal outstanding on the Series 2014 COPS will be $1,620,000.00. As discussed at the May work session, this ordinance authorizes the prepayment of this debt on September 1, 2019. With the prepayment of this debt, there will be interest savings of $565,400.00 and an estimated $39,000.00 in trustee fees. The financial objective of the City is to have a balanced budget, while maintaining sufficient reserves for emergencies, the replacement of large capital assets and projects, as well as the retirement of debt. The City will use a portion of unrestricted fund balance of the general fund to reduce the annual expenditure of the general fund and ultimately save over $604,000.00 in interest and fees.

While the payment of the outstanding debt will be on September 2, 2019, we are required to give 30-day notice to the certificate holders.

FUNDING SOURCE

This council bill also amends the budget as shown in Schedule "A" to transfer cash from the general fund to the debt service fund in order to make the one-time payment.

RECOMMENDATION

Staff recommends approval of this council bill on an emergency basis.

COUNCIL BILL NO. 2019-512 **ORDINANCE NO.**

AN ORDINANCE Authorizing the payment of funds sufficient to pay the outstanding Certificates of Participation, Series 2014, of the City of Joplin, Missouri, and authorizing certain documents and actions related to the prepayment; amending the Annual Budget of the City of Joplin for the Fiscal Year 2018-2019 as adopted by Ordinance 2018-145 on October 15, 2018; and, containing an emergency clause.

WHEREAS**,** the City of Joplin, Missouri (the "City"), has heretofore issued and now has outstanding its Certificates of Participation, Series 2014 (the "Series 2014 Certificates"), as authorized by an Ordinance of the City passed on October 28, 2014 (the "Series 2014 Ordinance"); and

WHEREAS**,** it is hereby found and determined that it is necessary and advisable and in the best interests of the City and of its inhabitants at this time to pay an amount sufficient to provide for the defeasance and prepayment of the Series 2014 Certificates maturing September 1, 2019 and thereafter (the "Defeased Certificates") including any interest thereon;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, AS FOLLOWS:

Section 1. The City desires to deposit funds to defease and prepay the Defeased Certificates. In accordance with the requirements of the Indenture of Trust (the "Indenture") between the City and UMB Bank, N.A., as trustee (the "Trustee"), related to the Defeased Certificates, the officers of the City are hereby directed to cause notice of the prepayment of such Defeased Certificates on September 1, 2019, to be given in the manner provided in the Indenture. The officers of the City and the Trustee for the Series 2014 Certificates are hereby authorized and directed to take such other action as may be necessary in order to effect the payment and prepayment of such Defeased Certificates.

Section 2. The officers of the City, including the Mayor, City Manager, Finance Director and City Clerk, shall be, and they hereby are, authorized and directed to execute all documents and take such actions as they may deem necessary or advisable in order to carry out and perform the purposes of this Ordinance.

Section 3. That fiscal year 2018-2019 budgeted appropriations as adopted by Ordinance 2018-145 be amended by increasing revenue by the total amount of One Million Six Hundred Twenty Thousand Dollars and No Cents ($1,620,000.00) and by increasing appropriations by the total amount of Three Million Two Hundred Forty Thousand Dollars and No Cents ($3,240,000.00) as shown in Schedule A attached hereto.

Section 4. That the Director of Finance is hereby directed to make all necessary entries on the City records to show the increase in revenue and appropriations.

Section 5. Due to time constraints involved for notice to be provided for the payment and prepayment of the Defeased Certificates, this Ordinance is declared by the City Council to be an emergency measure within the meaning of Sections 2.12(3) of the Home Rule Charter of the City of Joplin, Missouri. This Ordinance shall take effect and be in full force immediately after its passage by the City Council and approval by the Mayor.

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

SCHEDULE A

CITY OF JOPLIN
BUDGET AMENDMENT
2018-2019 ADOPTED BUDGET
15-Jul-19

FUND	ACTIVITY	ACCOUNT	DESCRIPTION		REVENUES	EXPENDITURES
001	General Fund					
				$	-	
	Transfers Out	001-9003-500-9205	Transfer to Debt Service			1,620,000
	Total General Fund			$	-	1,620,000
205	Debt Service Fund					
	Transfers In	205-0000-460-0301	Transfer In	$	1,620,000	
	JBS Debt Service	205-8704-500-7165	Principal Payment			1,620,000
	Total Debt Service Fund			$	1,620,000	1,620,000
	Grand Total			$	1,620,000	3,240,000

SUMMARY OF BONDS REFUNDED

City of Joplin, Missouri
Prepay Series 2014 Certificates of Participation
- Assumes COPS are Prepaid on 9/1/2019 -

Bond	Maturity Date	Interest Rate	Par Amount	Call Date	Call Price
Series 2014, MORECASH:					
TERM02	09/01/2024	4.000%	440,000.00	09/01/2019	100.000
TERM03	09/01/2029	4.000%	530,000.00	09/01/2019	100.000
TERM04	09/01/2034	4.000%	650,000.00	09/01/2019	100.000
			1,620,000.00		

PRIOR BOND DEBT SERVICE

City of Joplin, Missouri
Prepay Series 2014 Certificates of Participation
- Assumes COPS are Prepaid on 9/1/2019 -

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Other Cash Flow	Total	Annual Total
03/01/2020			32,400	32,400			32,400	
09/01/2020	80,000	4.000%	32,400	112,400	144,800	2,600	115,000	147,400
03/01/2021			30,800	30,800			30,800	
09/01/2021	85,000	4.000%	30,800	115,800	146,600	2,600	118,400	149,200
03/01/2022			29,100	29,100			29,100	
09/01/2022	90,000	4.000%	29,100	119,100	148,200	2,600	121,700	150,800
03/01/2023			27,300	27,300			27,300	
09/01/2023	90,000	4.000%	27,300	117,300	144,600	2,600	119,900	147,200
03/01/2024			25,500	25,500			25,500	
09/01/2024	95,000	4.000%	25,500	120,500	146,000	2,600	123,100	148,600
03/01/2025			23,600	23,600			23,600	
09/01/2025	100,000	4.000%	23,600	123,600	147,200	2,600	126,200	149,800
03/01/2026			21,600	21,600			21,600	
09/01/2026	100,000	4.000%	21,600	121,600	143,200	2,600	124,200	145,800
03/01/2027			19,600	19,600			19,600	
09/01/2027	105,000	4.000%	19,600	124,600	144,200	2,600	127,200	146,800
03/01/2028			17,500	17,500			17,500	
09/01/2028	110,000	4.000%	17,500	127,500	145,000	2,600	130,100	147,600
03/01/2029			15,300	15,300			15,300	
09/01/2029	115,000	4.000%	15,300	130,300	145,600	2,600	132,900	148,200
03/01/2030			13,000	13,000			13,000	
09/01/2030	120,000	4.000%	13,000	133,000	146,000	2,600	135,600	148,600
03/01/2031			10,600	10,600			10,600	
09/01/2031	125,000	4.000%	10,600	135,600	146,200	2,600	138,200	148,800
03/01/2032			8,100	8,100			8,100	
09/01/2032	130,000	4.000%	8,100	138,100	146,200	2,600	140,700	148,800
03/01/2033			5,500	5,500			5,500	
09/01/2033	135,000	4.000%	5,500	140,500	146,000	2,600	143,100	148,600
03/01/2034			2,800	2,800			2,800	
09/01/2034	140,000	4.000%	2,800	142,800	145,600	2,600	145,400	148,200
	1,620,000		565,400	2,185,400	2,185,400	39,000	2,224,400	2,224,400

ESCROW REQUIREMENTS

City of Joplin, Missouri
Prepay Series 2014 Certificates of Participation
- Assumes COPS are Prepaid on 9/1/2019 -

Period Ending	Principal Redeemed	Total
09/01/2019	1,620,000.00	1,620,000.00
	1,620,000.00	1,620,000.00