INFORMAL AGENDA

November 4, 2013

THERE IS NO INFORMAL MEETING

INFORMAL NOTES

October 21, 2013

Reorganization of the PW department
Assistant City Manager, Sam Anselm provided the following information for the reorganization of the Public works department

He stated the goals were twofold to simplify the reporting structure of the department and, to improve the focus of the divisions within public works. The objective with the changes that we are discussing is to help increase the level and quality of service for those we do business with, be they residents, business owners, contractors, or our own internal customers. If an idea didn't improve our relationship with at least one of these groups, we didn't consider it for very long.
When looking at the department as a whole, public works has two main spheres of influence in our city – through day-to-day operations including the maintenance of existing roads, providing transportation, etc., and through long-term planning & development by way of new roads, projects, and redevelopment. To better emphasize these two areas, operations and planning & development, we're moving airport, streets maintenance and the sign & signal shop under operations, which were under engineering before. And we're moving Engineering, Building and a new Neighborhood Services Division under Planning & Development. So, if someone has a concern regarding existing infrastructure or transportation needs, they can turn to Operations. If someone has a question about long-term projects or new development, they can turn to Planning & Development to get their answer. We think that reorganizing the department under these two areas will achieve our first goal of simplifying the reporting structure.
To accomplish our second goal and improve the focus of divisions within public works, we're reassigning the non-engineering functions that were under engineering and moving them over to operations, to allow engineering staff to devote their time solely to design projects, both in-house and through outside contractors or firms. This will allow the manager of that division to stay on point and serve as the liaison between upper management and the private sector regarding plans, projects, etc.
Another change to bring about improved focus in the department is splitting the neighborhood improvement and building code division into two, with code enforcement falling under the jurisdiction of the city manager's office, and building code falling under planning & development. With the massive amount of redevelopment we're faced with, it makes sense to allow our building staff and the supervisor of that division to focus only on building permits and inspections, and improving those processes. Moving code enforcement under the city manager's office will help us respond more effectively to concerns from residents.

You will also note that fleet maintenance has been moved out of public works. We felt that because this function serves all departments in the city, it was best that it not be housed in a department that is also one of its biggest customers. This move also ensures that proper accounting and auditing procedures can be followed.

Finally, he wanted to touch on the neighborhood services division, which will fall under planning. As you may recall, the week before the 2011 tornado, we had just kicked off our third neighborhood improvement district by having a meeting with local residents. Since that time much of our focus has been on the areas damaged by the storm, which has created a need to rededicate our efforts on the parts of the city that weren't affected. So the goal for this division will be to restart the third neighborhood improvement district, and work with volunteers and other city departments to help improve the quality of life in our other neighborhoods as they redevelop. If a homeowner's association or a resident has a need in their neighborhood, they can turn here for help.

Mr. Shaw made the motion with Mr. Woolston and Council consented to recommendations and approved.

COUNCIL AGENDA

November 4, 2013

6:00 P.M., Council Chambers

General Council Members	MAYOR	Zone Council Members
Mike Woolston	Melodee Colbert-Kean	Gary Shaw
Morris Glaze		Melodee Colbert-Kean
Bill Scearce (Mayor ProTem)		Dr. Benjamin D. Rosenberg
Jack Golden		Michael Seibert
Trisha A. Raney		

1. **Call to Order**
   Invocation
   Pledge of Allegiance

2. **Roll Call**

3. **Presentations**

4. **Finalization of Consent Agenda**

5. **Reports and Communications**

6. **Citizen Requests and Petitions**
   1. Tim Parker 5733 W. Hwy 86 Joplin MO, request to address Council regarding abuse of a dangerous bldg ordinance.

7. **Public Hearings**
   Public Hearing Procedures
   1. RESOLUTION NO. 2013-030 - A RESOLUTION granting a Special Use Permit (First Request) to Grundy Land Group for the installation and operation of a wireless internet communications tower located at 2340 South Range Line Road, in the City of Joplin, Jasper County, Missouri. (Requested by Grundy Land Group. Planning and Zoning recommended approval for a permanent special use permit).

8. **Consent Agenda**
   1. Minutes of the October 21, 2013 meeting

   2. Minutes of the October 24, 2013 special council meeting

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 Clerks Office at (417) 624-0820 ext. 220. Forty-eight hours notice is requested.

9. Resolutions

10. Ordinances – Emergency

1. COUNCIL BILL NO. 2013-014 - AN ORDINANCE approving and authorizing payment into the Circuit Court of Jasper County, Missouri, the amount of the Commissioners' Award and Commissioners' Fees in the case styled City of Joplin, Missouri v. Sooner One., Inc., et al, Case No. 13AO-CC00209, from the Capital Improvement Sales Tax Fund, Account No. 145-4565-520-8105, Project No. TC-0505, to complete the acquisition of right-of-way across property generally located at 20th & Maiden Lane, in Joplin, Jasper County, Missouri; and containing an emergency clause.

2. COUNCIL BILL NO. 2013- 015 – AN ORDINANCE approving a Purchase Order to be issued to SunGuard OSSI to cover the annual support payment for the Public Safety and Financial software and related systems as budgeted in the Annual Budget of the City of Joplin for Fiscal Year 2013-2014 as adopted by Ordinance 2013-248 on October 21, 2013; and containing an emergency clause.

2.COUNCIL BILL NO- 2013-223 – AN ORDINANCE approving Award of Contract to Ace Pipe Cleaning Inc. for Six Hundred Thousand and No/100 Dollars Evaluation and Rehabilitation of Wastewater Collection system; and containing an emergency clause.

3. COUNCIL BILL NO- 2013-338 - AN ORDINANCE approving a contract with APAC of Missouri in the amount of One Hundred Fifty Nine Thousand Eight Hundred Seven and 55/100 Dollars ($159,807.55) for the Newman Road Sidewalk project in the City of Joplin, Missouri; and, amending the Annual Budget of the city of Joplin for the Fiscal Year 2013-2014 as adopted by Ordinance 2013-248 on October 21, 2013; and containing an emergency clause pending MODOT approval.

4. COUNCIL BILL NO- 2013-339 – AN ORDINANCE approving a contract with Snyder Construction Inc. in the amount of One Hundred Ninety Thousand Nine Hundred Fifty Two and 40/ 100 Dollars ($199,952.40) for the Kelsey Norman Sidewalk project in the City of Joplin, Missouri; and amending the Annual Budget of the City of Joplin for the Fiscal Year 2013-2014 as adopted by Ordinance 2013-248 on October 21, 2013; and containing an emergency clause pending MODOT approval.

5. COUNCIL BILL NO. 2013-405 - AN ORDINANCE authorizing the City of Joplin to enter into a Subrecipient Agreement with the Joplin School District in the amount of Three Hundred Thirty One Thousand Three Hundred Ninety Seven Dollars ($331,397.00) to provide funding for staff related expenses for providing Mental Health Services related to the Community Development Block Grant- Disaster Recovery fund, authorizing the City Manager to execute said Agreement for the City, and containing an emergency clause.

6. COUNCIL BILL NO. 2013- 631- AN ORDINANCE amending the Classification and Pay Plan adopted by Ordinance No. 2012-173 and authorizing revised job classification titles and updating position descriptions and containing an emergency clause.

11. Ordinances – First Reading

1. COUNCIL BILL NO. 2013- 017 AN ORDINANCE amending Subsections (c) and (d)(1) of Sec. 54-63 of Chapter 54, Environment, Article II., Removal of graffiti by property owner or city. Article VI., Graffiti Abatement, for the purpose of making certain changes.

12. Ordinances – Second Reading and Third Reading

13. Unfinished Business

14. New Business

1.Case 063-13: 302 East Seventh Street – A request for a Site Plan Review for The Salvation Army Thrift Store, a proposed commercial/retail development in a C-2 PD (Central Business District – Planned Development) zoning district – The Salvation Army.

2.Case 064-13: 2921 East 22nd Street – A request for a Site Plan Review for Mossy Oak, a proposed commercial/office development in a C-1 PD (Neighborhood Commercial – Planned Development) zoning district– SMITCO

3. Appointment to the Personnel Board.

4.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) RSMo, as amended, 2012, more specifically for the purpose of evaluating certain Council employees. 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.

Notice posted at 4:30p.m. on this the 31st day of October, 2013. (RSMo 610.020)

CITIZENS REQUESTS

REQUEST TO ADDRESS COUNCIL

TO: Mayor and Members of the Council Date: 10/30/13

I would like to speak to the City Council on the following subject:

ABUSE OF DANGEROUS BLDG. ORDINANCE.

Thank you.
Name: TOM PARKER
Address: 57334 Hwy 86 Joplin, Mo.
Daytime Phone: 417-825-5000
Phone No.: _____

RECEIVED
OCT 30 2013
OFFICE OF CITY CLERK
CITY OF JOPLIN, MISSOURI

PUBLIC HEARINGS

City of **JOPLIN** City Council Agenda Item

Requested Council Meeting Date: November 4, 2013

Item: RESOLUTION NO. 2013-030
Originating Department: PLANNING & COMMUNITY DEVELOPMENT

Attachments: 1) Planning Report
2) Commission Minutes
3) Copy of Resolution

Public Works Director: Nick Heatherly Date: 10/25/2013
City Attorney: Brian Head Date: 10-29-13
City Manager: R. Mark Rohr Date: 10-29-13
Board or Commission: Planning and Zoning Commission Date: 10/14/2013

Recommended Action: Planning and Zoning Commission recommended approval for a permanent Special Use Permit by a vote of "6 in favor, 1 absent"

SUMMARY/REQUEST:
Case 062-13: 2340 South Range Line Road – A request for a permanent Special Use Permit (first request) for the installation and operation of a wireless internet communications tower – Grundy Land Group.

STAFF SUMMARY:
The applicant is requesting a special use permit for the installation and operation of a wireless internet communications tower at 2340 South Range Line Road. The communications tower will serve the Innovative Objects office building which is currently under construction. The tower will be located west of the building. The tower meets the required setbacks required in the Zoning Code (Appendix A, Section F. Communication Towers). The proposed tower will be 190 feet in height, which requires the following minimum setbacks:

Setback from…	Minimum Setback
All property lines	38 feet
Right-of-way	50 feet
Residential zoning districts	100 feet

The following items are conditions for consideration of the Special Use Permit:

1. This Special Use Permit is issued to Grundy Land Group for the installation and operation of a wireless internet communications tower.

2. The term of this permit is to be permanent.
3. All regulations as stated in Appendix 29-A (Zoning Code) of the Joplin Municipal Code shall be followed at all times.
4. A security fence not less than seven feet in height shall be constructed around the perimeter of the tower with a locking gate.
5. When the tower is obsolete or no longer in use it shall be removed within 12 months of cessation of use.
6. Any other conditions set by the City Council of the City of Joplin.

PLANNING & ZONING COMMISSION TESTIMONY:
Mr. Bill Tylle appeared to request a Special Use Permit for the installation of a wireless internet tower at a new building being constructed at 2340 South Range Line Road. He currently offers high-speed internet service in Duenweg, Diamond, and the surrounding rural areas.

Mr. Tylle stated that the tower would be a 190-foot self-supporting tower. He currently has four towers currently up and operating in the areas they serve, with their tower in Diamond not being very noticeable and blending in with the scenery very well. He plans to abide by all City regulations with regard to fencing and whatever else is needed.

Mr. Ramsour asked Mr. Tylle if he is constructing the three-story building, and he replied yes.

Mr. Ramsour asked Mr. Tylle where the tower will be located, and he replied on the west side of the building.

Mr. Eastman asked Mr. Bolander if the parking area will be somewhat tight. He replied that it will be tight but will be in compliance. The City staff and developers have looked at different scenarios, but the developers are currently in compliance with the parking requirements.

Mr. Eastman asked Mr. Tylle if his business operation is occupying the whole building, and he replied yes.

PUBLIC COMMENT:
None.

Z&P Meeting: October 14, 2013
City Council Meeting: November 4, 2013

STAFF PLANNING REPORT
Special Use Permit

CASE 062-13:

A request for a permanent Special Use Permit (1st Request) for the installation and operation of a wireless internet communications tower at 2340 S. Range Line Road.

APPLICANT: Grundy Land Group

LOCATION: 2340 S. Range Line Road

REQUESTED USE: Communications Tower

CORRIDOR: South Range Line Road

EXISTING CONDITIONS:

Zoning	Land Use	Property Size
C-3 (Commercial)	Commercial/Office (under construction)	240' x 240' / 57,000 ft² / 1.31 acres

SITE CONTEXT:

	North	East	South	West
Existing Zoning	C-3	C-3	C-3	C-3 PD
Land Use	Parking lot	Commercial/Retail	Commercial/Restaurant	Commercial

TRANSPORTATION:

Streets with access	Classification	Right-of-way width
S. Range Line Road	Major Arterial	120'
Highview Avenue	Local	60'

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

No.

DISCUSSION:

The applicant is requesting a special use permit for the installation and operation of a wireless internet communications tower at 2340 S. Range Line Road. The communications tower will serve the Innovative Objects office building which is currently under construction. The tower will be located west of the building. The tower meets the required setbacks required in the Zoning Code (Appendix A, Section F. Communication Towers). The proposed tower will be 190 feet in height, which requires the following minimum setbacks:

Setback from…	Minimum Setback
All property lines	38 feet
Right-of-way	50 feet
Residential zoning districts	100 feet

CONDITIONS FOR CONSIDERATION:

1. This Special Use Permit is issued to Grundy Land Group for the installation and operation of a wireless internet communications tower.
2. The term of this permit is to be permanent.
3. All regulations as stated in Appendix 29-A (Zoning Code) of the Joplin Municipal Code shall be followed at all times.
4. A security fence not less than seven feet in height shall be constructed around the perimeter of the tower with a locking gate.
5. When the tower is obsolete or no longer in use it shall be removed within 12 months of cessation of use.
6. Any other conditions set by the City Council of the City of Joplin.

Staff recommends approval of Case 062-13.

ENCLOSURES:

Site Plan

Examples of existing towers in Jasper and Newton Counties

RECEIVED 8-12-13

SPECIAL USE PERMIT APPLICATION

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.: 062-13
Filing Fee: $ 350.00
Date Advertised: 09-29-13
Date Notices Sent 09-30-13
Public Hearing Date 10-14-13

APPLICANT: Grundy Land Group PHONE: 417-206-7457

ADDRESS: 7409 E 7th Street ZIP: 64841

OWNER: Russ Grundy PHONE: 417-206-7457

ADDRESS: 1910 Shery Lea Drive ZIP: 64850

LOCATION OF PROPERTY: 2340 S Rangeline Road Joplin Mo 64804

LEGAL DESCRIPTION: All of the north 65 feet of lot 4 in rand line subdivision replat1

(Full legal description attached)

PRESENT ZONING CLASSIFICATION: C3/ C-3 Pd ACREAGE: 0.35

PRESENT USE OF PROPERTY: NA

PROPOSED LAND USE ACTIVITY: General Office Complex/Retail/Services

ADJACENT ZONING AND LAND USE:

	Land Use	Zoning
North		c-3
South		c-3
East		c-3
West		c-3

Does the proposed special use meet the following standards? If yes, attach a separate sheet explaining why.

	Yes	No
1. Is deemed necessary for the public convenience at that location.	☒	☐
2. Is so designed, located, and proposed to be operated that the public health, safety, and welfare will be protected.	☒	☐
3. Is found to be generally compatible with the neighborhood in which it is proposed.	☒	☐
4. Will comply with the height and area regulations of the district in which it is located unless specifically granted.	☒	☐
5. Off-street parking and loading areas will be provided in accordance with the standards set forth in the zoning regulations and such areas will be screened from adjoining residential uses and located so as to protect such residential use from any injurious effect.	☒	☐
6. Adequate utility, drainage, and other such necessary facilities have been or will be provided.	☒	☐

Should this special use be valid only for a specific time period? Yes ☐ No ☒

If Yes, what length of time? _____

SIGNATURE: _____ DATE: _____

BY: _____ TITLE: CEO

Attachments Required:

1. One copy of a legal description of the property on which the use is to be located.
2. One copy of the necessary descriptive material related to the intensity and extent of the proposed use, including any traffic conditions that may result; any danger from fire hazards; how the proposed use may effect the character of the surrounding properties; and how the proposed use will benefit the City of Joplin

The Special Use Permit that will be issued will have set of conditions that will require information regarding the following: (Additional conditions may be imposed by the Commission and Council)

1. Hours of Operation. 24 hours per day
2. Days of Operation. 365 days a year
3. Number of Off-street Parking Spaces. 96 parking spaces
4. Signs (Generally signs are limited to one sign not larger that one (1) foot by two (2) feet set no more than six (6) feet off the ground and at least ten (10) feet inside the property line.) One sign will be in place "keep out sign"
5. Number of Assistants or employees. Assistants and employees will number near 48
6. Nature of the Business. Wireless Internet
7. Location of the Business. 2340 Rangeline Road Joplin, MO

Violation of any condition will cause a complaint to be filed with the Municipal Court and the Permit will be suspended immediately requiring reapplication.

It is deemed necessary for the public conveniences at that location.

The need for cost effective and reliable internet service is ever increasing. School children will need to use high speed internet to complete assignments and stay current with the technology advances in Joplin's' modern school districts. Offering competitive pricing in the Joplin community will positively affect the prices of all internet services making access more obtainable by the majority of Joplin community members. As the economy grows in Joplin businesses will need reliable internet for the day to day business. Having internet service with competitive prices, speeds and reliability can be used as a recruitment tool for other business to branch out into the Joplin community.

Is so designed, located and proposed to be operated that the public health, safety, and welfare will be protected.

Tower maker ROHN is the world leader in tower, pole and antenna design and manufacturing. Towers are constructed with unmatched attention to detail, made from material assured to offer years of corrosion-free use. Materials used will offer extra support for areas of welding and construction against weatherization. Frequency is ISM Bands, industrial, scientific and medical, the radiation produced by antennas on the ISM Band frequency is compared to that of cordless phones, Bluetooth devises and microwave ovens deemed safe for general population use. Cambium antennas used by our company, are leading the wireless broadband industry. Cambium antennas help to substantially reduce the effects of interference for point to multipoint wireless access networks both for the licensed and the unlicensed frequencies.

Is found to be generally compatible with the neighborhood in which it is proposed.

Our tower will be designed to be not only compatible with the neighborhood, but provide a great service to the members of the neighborhood.

Will comply with the height and area regulations of the district in which it is located unless specifically granted.

Structure will follow guide lines outlined in zoning regulations for the city of Joplin Missouri, in that the minimum setback between communication towers and all property line shall be equal to 20 percent of the height of the tower. Because low voltage will be used the installation of wall or fence is not required.

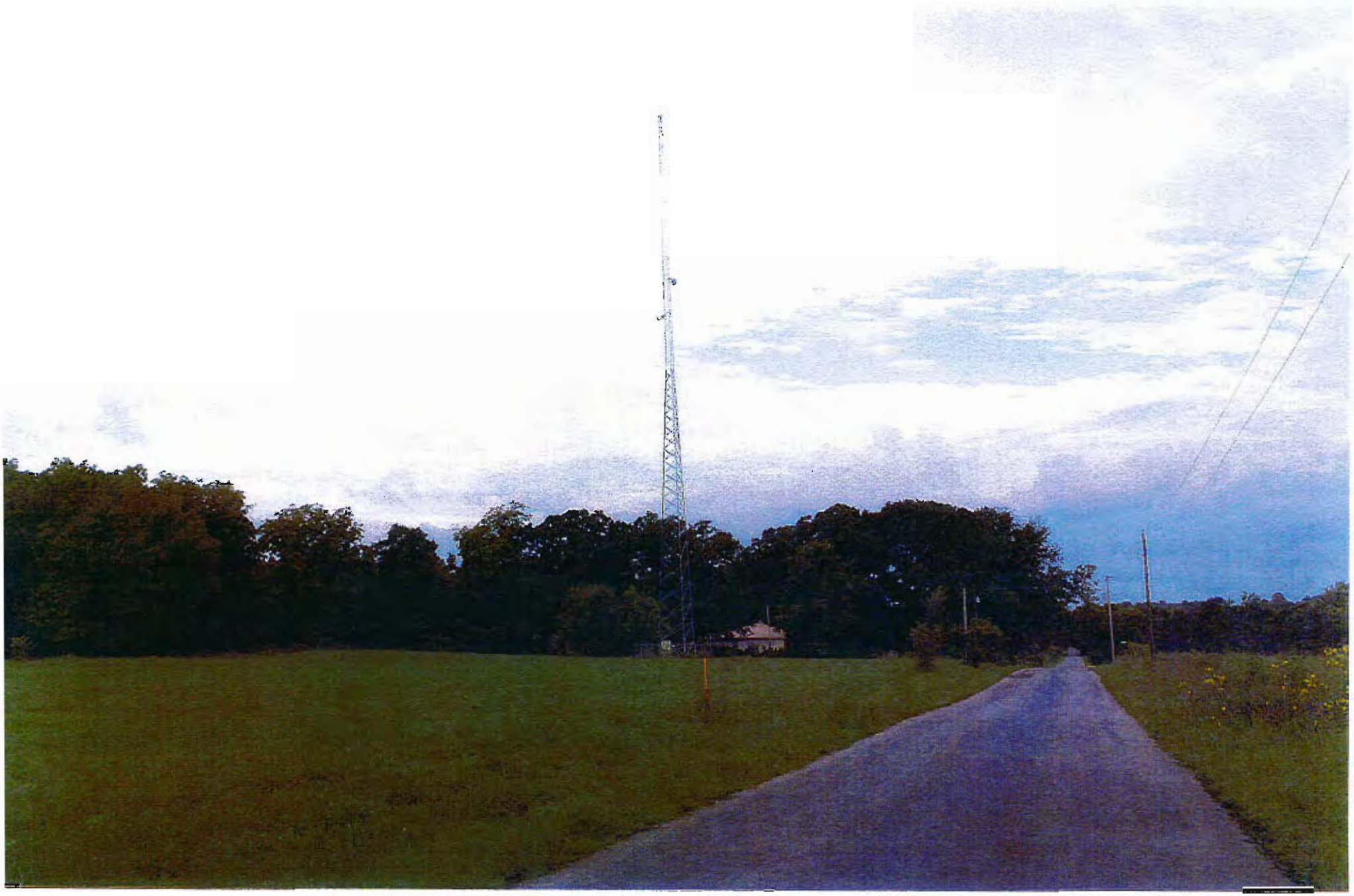
Off-street parking and loading areas will be provided in accordance with the standards set forth in the zoning regulations and such areas will be screened from adjoining residential uses and located so as to protect such residential use from any injurious effect.

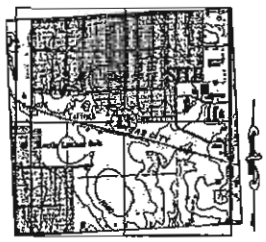
Off street parking will be provided and is designed in construction to comply with all zoning regulations stated in "City of Joplin, Missouri Zoning Regulations Appendix 29-A-Zoning."

Adequate utility, drainage, and other such necessary facilities have been or will be provided.

As specified by Joplin building codes provided, all adequate utility, drainage and other facilities will be provided and built in during new construction.


OTC
IPTV





LOCATION SKETCH
SECTION 13
T 27 N, R 33 W
SCALE: 1"=2000'

LEGEND

CP	CONTROL POINT	PROPERTY LINE	
FND IP	FOUND IRON PIN	SANITARY SEWER	SS
SET IP	SET IRON PIN	STORM SEWER	SW
RWM	RIGHT-OF-WAY MARKER	TELEPHONE LINE	TEL
PP GY	POWER POLE W/ GUY	UNDERGROUND TELEPHONE	UT
MH	MANHOLE	GAS LINE	G
SCO	SEWER CLEANOUT	WATER LINE	W
GM	GAS METER	ELECTRIC LINE	OHE
LP	LIGHT POLE	UNDERGROUND ELECTRIC	UE
	SIGN	FIBER OPTIC	FO
	WATER METER	FENCE LINE	x x
WV	WATER VALVE	RETAINING WALL	
GV	GAS VALVE	LINE LABELS (DEED 100' D; PLAT 100' P; MEASURED 100' M)	
FH	FIRE HYDRANT	TREELINE	
TR	TELEPHONE RISER	BUSH	
	BUMPER POST	ER ELECTRICAL RISER	
	GRATE INLET	ELECTRICAL METER	
MB	MAIL BOX	TS TRAFFIC SIGNAL BOX	
	SPOT LIGHT	PAY PHONE	

GRAPHIC SCALE
(IN FEET)
1 inch = 20 ft.

MISSOURI ONE CALL SYSTEM, INC. 1-800-344-7483 STOP - CALL BEFORE YOU DIG!

CONSTRUCTION NOTES:

1. CONTRACTOR TO PERFORM DETAILED SITE INSPECTION TO LOCATE ALL EXISTING UTILITIES AND VERIFY ANY POSSIBLE CONFLICTS WITH PROPOSED IMPROVEMENTS PRIOR TO BEGINNING ANY CONSTRUCTION. CONTACT ENGINEER WITH ANY CONFLICTS.
2. INSTALLATION OF EROSION CONTROL MEASURES.
3. INSTALLATION OF ALL STORM WATER DRAINAGE IMPROVEMENTS.
4. FINAL GRADING.
5. PLACEMENT OF FINAL LANDSCAPING ITEMS AND SOD.
6. REMOVAL OF EROSION CONTROL MEASURES.

GENERAL NOTES:

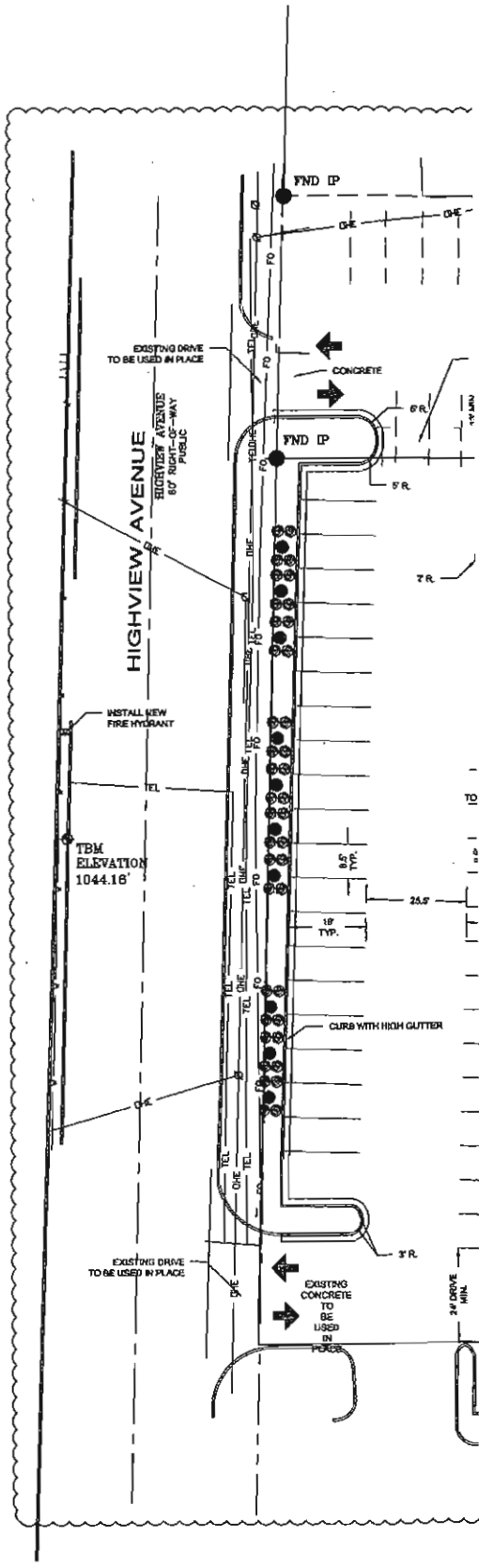
1. ALL WORK, MATERIALS, AND DETAILS SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE CITY OF JOPLIN STANDARD SPECIFICATIONS, DATED DECEMBER 28, 2004. CONTRACTORS SHALL OBTAIN A COPY OF THESE STANDARDS TO ENSURE COMPLIANCE.
2. EXISTING UTILITIES AND UNDERGROUND INSTALLATIONS HAVE BEEN LOCATED TO THE GREATEST EXTENT PRACTICAL THROUGH REVIEW OF CONSTRUCTION PLANS AND SURFACE OBSERVATIONS. THE CONTRACTOR SHALL FIELD VERIFY ALL HORIZONTAL AND VERTICAL LINES AND GRADES OF EXISTING UTILITIES PRIOR TO THE CONSTRUCTION OF IMPROVEMENTS. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY UPON DISCOVERING A DISCREPANCY BETWEEN THE CONTRACT DRAWINGS AND ACTUAL FIELD CONDITIONS. CONTACT ONE CALL: 1-800-344-7483.
3. THE CONTRACTOR MUST COORDINATE CONSTRUCTION WITH THE NECESSARY AUTHORITIES.
4. NO WORK SHALL COMMENCE UNTIL ALL NECESSARY PERMITS ARE OBTAINED BY THE OWNER.
5. ALL AREAS DISTURBED BY CONSTRUCTION ARE FIRST TO BE FINE GRADED AND THEN FOLLOWED BY SEED AND STRAW MULCH, UNLESS OTHERWISE NOTED, OVER, MIN. 4" TOPSOIL STOCKPILED FROM SITE OR HAULED IN AS REQUIRED.
6. PROVIDE POSITIVE DRAINAGE AWAY FROM ANY BUILDINGS WITHOUT PONDING ON PARKING LOTS OR SIDEWALKS. ALL IMPROVED RUNOFF TO DRAIN TO DRAINWAYS.
7. ALL CONTOURS AND SPOT ELEVATIONS SHOWN ARE FINISH GRADE.
8. THE REMOVAL OF ANY TREES GREATER THAN 7 INCHES IN DIAMETER AT BREAST HEIGHT (DBH) ARE TO BE CLEARED WITH THE CITY PRIOR TO REMOVAL.
9. ANY DAMAGE TO EXISTING STRUCTURES, VEGETATION, OR IMPROVEMENTS RESULTING FROM NEW CONSTRUCTION ACTIVITIES SHALL BE REPAIRED BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.

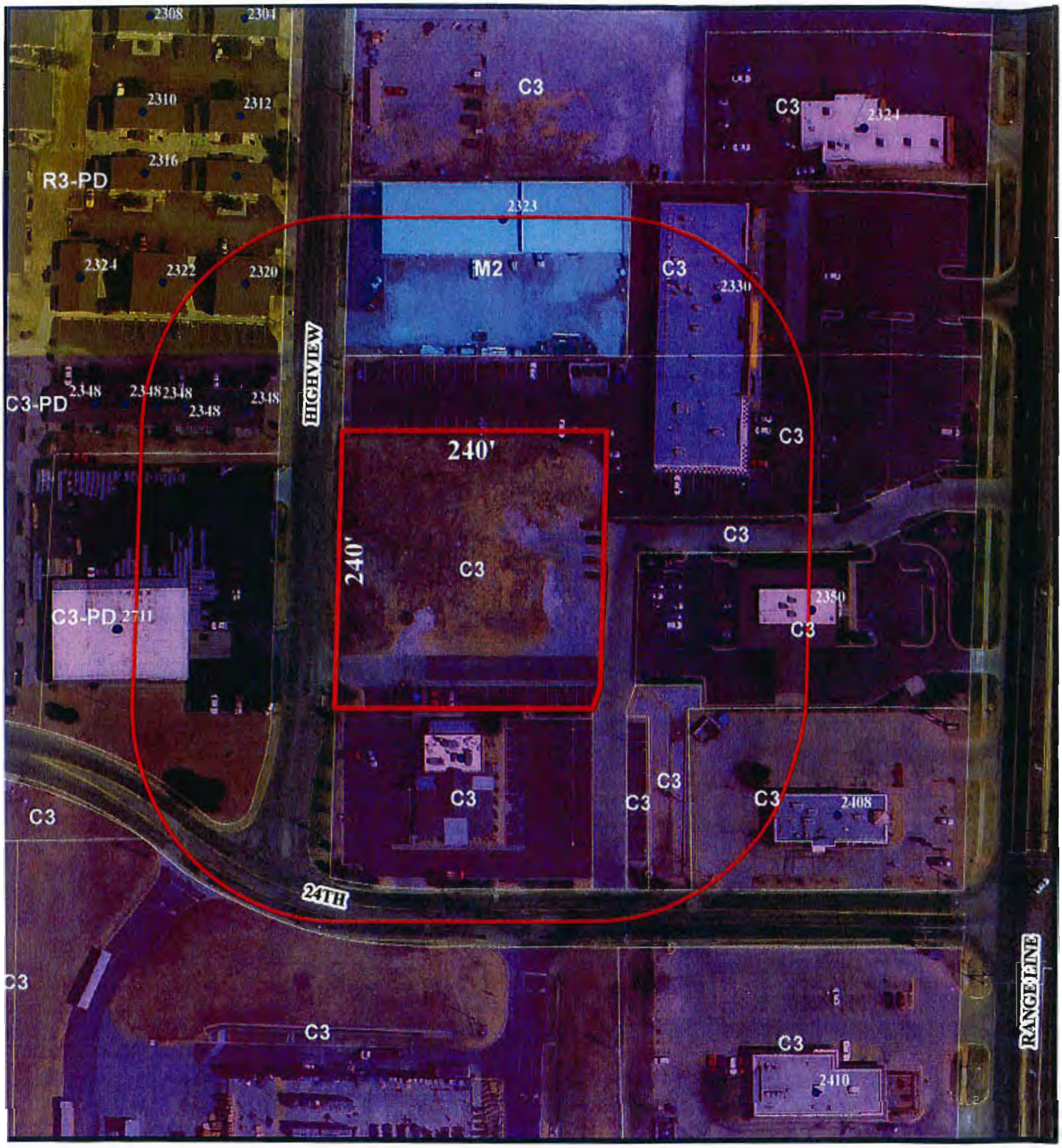
EROSION CONTROL

1. RETAIN FLOATABLE WIND BLOWN MATERIALS ON SITE BY STORING ALL TRASH AND BUILDING MATERIAL WASTE IN ENCLOSURES UNTIL PROPER DISPOSAL AT OFF-SITE FACILITIES. CHECK ADJACENT AREAS DAILY AND PICK UP CONSTRUCTION WASTE MATERIALS AND DEBRIS THAT HAVE BLOWN OR WASHED OFF SITE.
2. PERMANENTLY STABILIZE ALL SURFACE AREA WITHIN AND ADJACENT TO THIS SITE THAT IS DISTURBED BY VEHICLES, GRADING AND OTHER CONSTRUCTION FOR THE PROPOSED FACILITY. STABILIZATION IS OBTAINED WHEN THE DISTURBED SURFACE IS COVERED WITH STRUCTURES, PAVING AND OR PERENNIAL VEGETATION HAVING A UNIFORM COVERAGE DENSITY OF AT LEAST 70%. STABILIZATION OF ALL DISTURBED AREA IS REQUIRED BEFORE TERMINATING MAINTENANCE AND REMOVAL OF EROSION CONTROL MEASURES.
3. CONTRACTORS SHALL INSPECT POLLUTION CONTROL MEASURES AT LEAST ONCE EVERY 14 DAYS AND WITHIN 24 HOURS AFTER A STORM EVENT OF 1/2 INCH OR GREATER. DAMAGED MEASURES THAT PROVE TO BE INEFFECTIVE SHALL BE REPLACED WITH MORE EFFECTIVE MEASURES OR ADDITIONAL MEASURES WITHIN SEVEN DAYS. REPEATED FAILURE OF A CONTROL MEASURE REQUIRES INSTALLATION OF A MORE SUITABLE DEVICE TO PREVENT DISCHARGE OF POLLUTANTS FROM THE CONSTRUCTION SITE.
4. INSTALLATION OF ADDITIONAL EROSION CONTROL MEASURES MAY BE REQUIRED BY GOVERNING AUTHORITY. CONTRACTOR TO VERIFY REQUIREMENTS PRIOR TO BEGINNING ANY WORK ON PROJECT SITE.
5. CARE SHALL BE TAKEN TO MINIMIZE THE ENCROACHMENT OF SEDIMENT INTO ALL STORM DRAIN APPURTENANCES, PUBLIC STREETS, AND ONTO PRIVATE PROPERTY UNTIL IMPERVIOUS MATERIAL (ROAD/PARKING AREA SURFACE) IS APPLIED OR UNTIL PROPOSED LANDSCAPE HAS BEEN ESTABLISHED.
6. ALL GRASS AREAS WHERE SLOPES EXCEED 3:1 (H:V) SHALL BE STABILIZED WITH TEMPORARY TURF REINFORCEMENT MATS. INSTALLATION OF TEMPORARY TURF REINFORCEMENT MATS SHALL BE TO MANUFACTURER'S SPECIFICATIONS. CONTRACTOR SHALL CONTACT MANUFACTURER TO COORDINATE PROPER INSTALLATION OF TEMPORARY TURF REINFORCEMENT MATS TO PREVENT SLOPE FAILURES AND EROSION.

ONSITE PARKING

85 PARKING SPACES ON SITE.
6 SHARED SPACES WITH RIB CRIS
8 SHARED SPACES WITH LIBERTY BANK
67 TOTAL SPACES





Case 062-13: A request for a permanent Special Use Permit (1st request) for the installation and operation of a wireless internet communication tower at 2340 S. Range Line Road. - Grundy Land Group



Case 062-13: 2340 South Range Line Road – A request for a permanent Special Use Permit (first request) for the installation and operation of a wireless internet communications tower – Grundy Land Group.

Mr. Harrington opened the public hearing for Case 062-13.

Mr. Bill Tylle, 2704 South Minnesota, Joplin, appeared to request a Special Use Permit for the installation of a wireless internet tower at a new building being constructed at 2340 South Range Line Road. He currently offers high-speed internet service in Duenweg, Diamond, and the surrounding rural areas.

Mr. Tylle stated that the tower would be a 190-foot self-supporting tower. He currently has four towers currently up and operating in the areas they serve, with their tower in Diamond not being very noticeable and blending in with the scenery very well. He plans to abide by all City regulations with regard to fencing and whatever else is needed.

Mr. Harrington asked for questions from the commissioners.

Mr. Ramsour asked Mr. Tylle if he is constructing the three-story building, and he replied yes.

Mr. Ramsour asked Mr. Tylle where the tower will be located, and he replied on the west side of the building.

Mr. Eastman asked Mr. Bolander if the parking area will be somewhat tight. He replied that it will be tight but will be in compliance. The City staff and developers have looked at different scenarios, but the developers are currently in compliance with the parking requirements.

Mr. Eastman asked Mr. Tylle if his business operation is occupying the whole building, and he replied yes.

Mr. Harrington asked for comments from the commissioners and the audience, and none were received. He then closed the public hearing for Case 062-13.

MR. CORTEZ MOVED, SECONDED BY MR. EASTMAN, THAT CASE 062-13 BE FORWARDED TO THE CITY COUNCIL WITH RECOMMENDATION FOR A PERMANENT SPECIAL USE PERMIT TO BE ISSUED TO GRUNDY LAND GROUP, BASED UPON THE COMMENTS RECEIVED IN THE PLANNING REPORT AND DURING THE PUBLIC HEARING. THE MOTION CARRIED, WITH MR. CORTEZ, MR. DUNCAN, MR. EASTMAN, MR. HARRINGTON, MR. RAMSOUR, AND MR. SMITH VOTING "AYE"; AND WITH MR. BROWN BEING ABSENT (6 IN FAVOR, 1 ABSENT).

P & Z Case 062-13
Grundy Land Group
(P & Z Recommended Approval
for a Permanent Special Use Permit)

RESOLUTION NO. 2013-030

A RESOLUTION granting a Special Use Permit (First Request) to Grundy Land Group for the installation and operation of a wireless internet communications tower located at 2340 South Range Line Road, in the City of Joplin, Jasper County, Missouri.

WHEREAS, the Planning and Zoning Commission at a Public Hearing held on October 14, 2013, recommended that a Special Use Permit be granted to Grundy Land Group for the installation and operation of a wireless internet communications tower located at 2340 South Range Line Road, in the City of Joplin, Jasper County, Missouri.

WHEREAS, a public hearing was held before the City Council on November 4, 2013, in compliance with said request;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Joplin, as follows:

That a Special Use Permit be granted to Grundy Land Group for the installation and operation of a wireless internet communications tower in the City of Joplin, Missouri, on the following described real estate, to-wit:

> All of Lot Numbered Four (4) in Range Line Subdivision Replat #1, a Replat of Range Line Subdivision in the City of Joplin, Jasper County, Missouri, except for the North 65 feet of the Plat thereof.

and the said Special Use Permit is hereby issued with the following conditions and made a part thereof:

1. This Special Use Permit is issued to Grundy Land Group for the installation and operation of a wireless internet communications tower.
2. The term of this permit is to be permanent.
3. All regulations as stated in Appendix 29-A (Zoning Code) of the Joplin Municipal Code shall be followed at all times.
4. A security fence not less than seven feet in height shall be constructed around the perimeter of the tower with a locking gate.
5. When the tower is obsolete or no longer in use it shall be removed within 12 months of cessation of use.
6. Any other conditions set by the City Council of the City of Joplin.

The violation of any condition set forth in this Resolution shall be interpreted as a violation of Appendix 29-A (Zoning Code) of the Municipal Codes of the City of Joplin and shall be administered in accordance with the provisions of Section 34 (Violation and Penalty) of Appendix 29-A of that Code. Conviction in Municipal Court for violation of any condition as set forth in this Resolution shall cause the immediate termination of this Special Use Permit and require the applicant as named in Item No. 1 above to reapply for renewal.

The Municipal Planner is hereby authorized and directed to issue said permit to Grundy Land Group in accordance with the plans and specifications on file in the Office of the Building Official.

The City Clerk is hereby ordered to file this Resolution with the Zoning District Map maintained in her office and to note the changes herein provided for thereon.

PASSED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, this _____ day of _____, 2013.

_____
Melodee Colbert-Kean, Mayor

ATTEST:_____
Barbara L. Hogelin, City Clerk

CONSENT AGENDA

CITY OF JOPLIN

CITY COUNCIL MEETING

MINUTES October 21, 2013

CALL TO ORDER

The regular meeting for the Joplin City Council was called to order at 6:00 p.m. by Mayor Melodee Colbert-Kean.

ROLL CALL – all were present

INVOCATION - read by City Clerk Barbara Hogelin

FLAG SALUTE – led by Mr. Scearce

PRESENTATIONS

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

REPORTS AND COMMUNICATIONS

CITIZEN REQUESTS AND PETITIONS

Motion by Mr. Glaze, Second by Mr. Woolston to allow Mr. Ron Richard to address Council. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0. Ron Richard, 3611 W. Notting Hill Circle, Joplin, MO, addressed Council concerning the Charter Review Commission. He asked Council to add two members to the Charter Review Commission – Ginger Laas and Kristen Blanchard, noting women were not named to the commission. Motion by Mr. Woolston, Second by Mr. Golden to increase the members by two and include the two new members. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

PUBLIC HEARINGS

CONSENT AGENDA - Motion by Mr. Shaw, Second by Mr. Golden, to Approve the Consent Agenda. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

Minutes of the October 7, 2013 Meeting

Minutes of the October 9, 2013 Special Council Meeting

COUNCIL BILL NO. 2013-298 - AN ORDINANCE Request to Review the Final Plat for the CVS First Addition to the City of Joplin, located at the southeast corner of 32nd Street and Hearne's Boulevard in the City of Joplin, Newton County, Missouri. Ordinance No. 2013-234

RESOLUTIONS

Mr. Shaw introduced Resolution No. 2013-029. Motion by Mr. Shaw, Second by Dr. Rosenberg, to Approve Resolution No. 2013-029. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

The Bill was read and approved as being RESOLUTION NO. 2013-029:

A RESOLUTION accepting and approving the LAGERS actuary and authorizing and directing the City Clerk to maintain the same on file as a public record in compliance with the statutes of the State of Missouri.

ORDINANCES-EMERGENCIES

Dr. Rosenberg introduced Council Bill No. 2013-016. Motion by Dr. Rosenberg, Second by Mr. Scearce to Adopt Council Bill No.2013-016. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert and Shaw, 8. Nays: 0. Abstention: Woolston 1.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-235

AN ORDINANCE approving a Tax Increment Financing Funding Agreement by and between Four State Homes, LLC., the Tax Increment Financing Commission of Joplin, Missouri, and the City of Joplin, Missouri; authorizing the Mayor to execute said Agreement on behalf of the City of Joplin; and containing an emergency clause.

Mr. Woolston introduced Council Bill No. 2013-222 - Motion by Mr. Woolston, Second by Mr. Golden to Adopt Council Bill No.2013-222. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-236

AN ORDINANCE approving the Purchase Order with Diamond International of Joplin, in the amount of One Hundred Sixty Thousand Three Hundred Eighty Three and 36/100 Dollars ($160,383.36), in the City of Joplin, Missouri; and containing and emergency clause.

Mr. Shaw introduced Council Bill No. 2013-234. Motion by Mr. Shaw, Second by Mr. Glaze to Adopt Council Bill No.2013-234. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-237

AN ORDINANCE approving an Agreement for professional engineering services by and between the City of Joplin, Missouri, and Burns & McDonnell Engineering Company, Inc., to conduct a wastewater rate study; authorizing the Director of Public Works to execute said Agreement by and on behalf of the City of Joplin, and containing an emergency clause.

Mr. Scearce introduced Council Bill No. 2013-243 - Motion by Mr. Scearce, Second by Mr. Golden to Adopt Council Bill No.2013-243. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-238

AN ORDINANCE declaring a public necessity for the acquisition by condemnation proceedings of real property and easements described as Part of Lot Numbered One Hundred Thirty-Three (133), in Campbell's Sixth Addition, to the City of Joplin, Jasper County, Missouri, for the construction of a viaduct at 20th Street and Michigan Avenue, directing the City Attorney to commence an action to obtain said property; and containing an emergency clause.

Mr. Glaze introduced Council Bill No. 2013-244 - Motion by Mr. Glaze, Second by Mr. Golden to Adopt Council Bill No.2013-244. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-239

AN ORDINANCE declaring a public necessity for the acquisition by condemnation proceedings of real property and easements described as Part of Lots Numbered One Hundred Eighty-Two (182), and One Hundred Eighty-Three (183) in Campbell's Sixth Addition, to the City of Joplin, Jasper County, Missouri, for the construction of a viaduct at 20th Street and Michigan Avenue, directing the City Attorney to commence an action to obtain said property; and containing an emergency clause.

Mr. Glaze introduced Council Bill No. 2013-245 - Motion by Mr. Glaze, Second by Mr. Golden to Adopt Council Bill No.2013-245. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-240

AN ORDINANCE declaring a public necessity for the acquisition by condemnation proceedings of real property and easements described as Part of Lots Numbered One (1), Two (2), and Three (3) in Harmony Heights Addition, to the City of Joplin, Jasper County, Missouri, for the construction of a viaduct at 20th Street and Michigan Avenue, directing the City Attorney to commence an action to obtain said property; and containing an emergency clause.

Mr. Seibert introduced Council Bill No. 2013-246 - Motion by Mr. Seibert, Second by Mr. Glaze to Adopt Council Bill No.2013-246. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-241

AN ORDINANCE declaring a public necessity for the acquisition by condemnation proceedings of real property and easements described as Part of Lot Numbered Thirty (30) in J.W. Ratcliff's Subdivision, in the City of Joplin, Jasper County, Missouri, for the construction of a viaduct at

20th Street and Michigan Avenue, directing the City Attorney to commence an action to obtain said property; and containing an emergency clause.

Mr. Seibert introduced Council Bill No. 2013-247 - Motion by Mr. Seibert, Second by Mr. Golden to Adopt Council Bill No.2013-247. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-242

AN ORDINANCE declaring a public necessity for the acquisition by condemnation proceedings of real property and easements described as Part of Lot Numbered Ninety-Four (94) in Southmorland Acres Addition, to the City of Joplin, Jasper County, Missouri, for the construction of a viaduct at 20th Street and Michigan Avenue, directing the City Attorney to commence an action to obtain said property; and containing an emergency clause.

Mr. Glaze introduced Council Bill No. 2013-248 - Motion by Mr. Glaze, Second by Mr. Golden to Adopt Council Bill No.2013-248. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-243

AN ORDINANCE declaring a public necessity for the acquisition by condemnation proceedings of real property and easements described as Part of Lots Numbered One Hundred Eighty-Four (184), One Hundred Eighty-Five (185), and One Hundred Eight-Six (186) in Campbell's Sixth Addition, to the City of Joplin, Jasper County, Missouri, for the construction of a viaduct at 20th Street and Michigan Avenue, directing the City Attorney to commence an action to obtain said property; and containing an emergency clause.

Mr. Scearce introduced Council Bill No. 2013-249 - Motion by Mr. Scearce, Second by Mr. Glaze to Adopt Council Bill No.2013-249. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-244

AN ORDINANCE declaring a public necessity for the acquisition by condemnation proceedings of real property and easements described as Part of Lots Numbered Twenty-Eight (28), Twenty-Nine (29), Thirty (30), Dowell's Addition, Lot 16 in Léger's Addition and Part of Misc. Tract M-12 in Section 12, Township 27, Range 33, in the City of Joplin, Jasper County, Missouri, to be utilized for the 20th Street Transit Project, directing the City Attorney to commence an action to obtain said property; and containing an emergency clause.

Mr. Glaze introduced Council Bill No. 2013-454 - Motion by Mr. Glaze, Second by Mr. Golden to Adopt Council Bill No.2013-454. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-245

AN ORDINANCE approving an Agreement by and between the Joplin Humane Society, Inc., and the City of Joplin, Missouri, providing for animal sheltering services for the city animal control program, and, authorizing the City Manager to execute said Agreement by and on behalf of the City of Joplin, Missouri; and containing an emergency clause.

Mr. Glaze introduced Council Bill No. 2013-455 - Motion by Mr. Glaze, Second by Mr. Golden to Adopt Council Bill No.2013-455. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-246

AN ORDINANCE amending Chapter 18, Animals, of the Joplin City Code by amending certain fees found in Section 18-144; and containing an emergency clause.

Mr. Shaw introduced Council Bill No. 2013-510 - Motion by Mr. Shaw, Second by Mr. Golden to Adopt Council Bill No.2013-510. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-247

AN ORDINANCE amending the Annual Budget of the City of Joplin for the Fiscal Year 2012-2013 as adopted by Ordinance 2012-186 on October 15, 2012, to adjust appropriations and estimated revenue in various funds and containing an emergency clause.

Mr. Seibert introduced Council Bill No. 2013-511 - Motion by Mr. Seibert, Second by Mr. Golden to Adopt Council Bill No.2013-511. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-248

AN ORDINANCE providing for the Budget of the City of Joplin for the period from November 1, 2013 to October 31, 2014, estimating the revenues for said period and appropriating for the purposes stated the sums set forth therein; and containing an emergency clause.

Dr. Rosenberg introduced Council Bill No. 2013-512 - Motion by Dr. Rosenberg, Second by Mr. Scearce to Adopt Council Bill No.2013-512. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-249

AN ORDINANCE approving a Contract by and between the City of Joplin and Anthem BCBS to provide stop loss coverage for the City's health self-insurance coverage on behalf of the employer, the City of Joplin; authorizing the City Manager to execute said Contract by and on behalf of the City of Joplin; and containing an emergency clause.

Dr. Rosenberg introduced Council Bill No. 2013-513 - Motion by Dr. Rosenberg, Second by Mr. Scearce to Adopt Council Bill No.2013-513. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-250

AN ORDINANCE approving a Contract by and between the City of Joplin and Anthem BCBS to provide administrative services for the City's health self-insurance coverage on behalf of the employer, the City of Joplin; authorizing the City Manager to execute said Contract by and on behalf of the City of Joplin; and containing an emergency clause.

Mr. Scearce introduced Council Bill No. 2013-514 - Motion by Mr. Scearce, Second by Mr. Golden to Adopt Council Bill No.2013-514. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Scearce, Seibert, Shaw, and Woolston, 8. Nays: 0. Abstention: Rosenberg, 1.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-251

AN ORDINANCE approving a Contract by and between the City of Joplin and Delta Dental to provide dental insurance coverage for City employees on behalf of the employer, the City of Joplin; authorizing the City Manager to execute said Contract by and on behalf of the City of Joplin; and containing an emergency clause.

Dr. Rosenberg introduced Council Bill No. 2013-515 - Motion by Dr. Rosenberg, Second by Mr. Scearce to Adopt Council Bill No.2013-515. Voting in favor were Council Members: Colbert-Kean, Glaze, Golden, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston, 9. Nays: 0.

The Council Bill was declared Adopted and entitled Ordinance No. 2013-252

AN ORDINANCE approving a Contract by and between the City of Joplin and Hartford Life Insurance Company, to provide life insurance coverage for City employees on behalf of the employer, the City of Joplin; authorizing the City Manager to execute said Contract by and on behalf of the City of Joplin; and containing an emergency clause.

ORDINANCES – FIRST READING

ORDINANCES – SECOND READING AND THIRD READING

UNFINISHED BUSINESS

Mayor Colbert-Kean said we would be accepting applications for the Finance Committee for two weeks and persons interested could contact the City Clerk's office.

NEW BUSINESS

Declare excess surplus property for the annual auction. Motion by Mr. Golden, Second by Mr. Shaw to declare the excess property of the city of Joplin to be sold at the city auction. Voting in favor were Council Members: Colbert-Kean, Golden, Glaze, Raney, Rosenberg, Scearce, Seibert, Shaw, and Woolston 9. Nays: 0.

Discussion was held about the hiring of an investigator concerning any ethics rules that had been violated. The council through City Attorney Brian Head's recommendation selected Tom Loraine from Osage Beach, MO. He is a former assistant US attorney. He will charge a $150.00 hourly rate with a cap of $40,000 with $5,000 in costs. Money beyond that will be approved by council. Mr. Scearce and Mr. Woolston left the dais at 6:45pm while discussion was held.

Motion by Mr. Golden, Second by Mr. Seibert to support the City Attorney's recommendations. Voting in favor were Council Members: Colbert-Kean, Golden, Glaze, Raney, Rosenberg, Seibert and Shaw, 7. Nays: 0. Abstention: 2, Scearce and Woolston.

Mr. Scearce and Mr. Woolston returned to the dais at 6:55 p.m.

Mr. Woolston provided several items to the city attorney including a listing of property transactions around 20th and Connecticut that he was involved in which he had prepared along with a color coded map of those transactions. He had a signed statement from a managing Broker of the Company he was affiliated with when those properties closed indicating he did not collect commission on any of those properties except one and that being prior to the city's signing an agreement with Wallace Bajjali. He also provided a list of the votes from council accumulated over the past year where he had abstained and he had a memo from the city attorney's office that he read.

Mr. Scearce made note that at the appropriate time he would report the chain of custody to the investigator of how he got a note and where it came from to the investigator. And it did not come from the city manager's desk.

Kudos to Lynn Onstot for the article on the Use Tax in the October Edition of the Newsletter and to hometown hero Jamie McMurray for a big NASCAR win.

There being no further business the meeting adjourned at 7:00 p.m.

Respectfully submitted,

Barbara L Hogelin

Barbara L. Hogelin, MMC/MPCC

City Clerk

CITY OF JOPLIN
CITY COUNCIL SPECIAL MEETING
MINUTES

October 24, 2013

CALL TO ORDER

The Special Meeting for the Joplin City Council was called to order at 5:15 p.m. by Mayor Melodee Colbert-Kean.

READING OF THE SPECIAL CALL

Notice is hereby given that the City Council of the City of Joplin, Missouri will hold a special meeting beginning at 5:15p.m. on Thursday, October 24, 2013, in the 5th Floor Informal, 602 S. Main to appoint a member to the Charter Review Commission.

ROLL CALL: PRESENT: Melodee Colbert–Kean, Morris Glaze, Jack Golden, Trisha Raney, Bill Scearce, Michael Seibert Gary Shaw, and Mike Woolston. 8. Absent: 1, Benjamin Rosenberg,.

TO APPOINT A MEMBER TO THE CHARTER REVIEW COMMISSION. Mayor Colbert-Kean said three names Sarah Newman, Rebecca Kaanan and Kay Wells were given for consideration and were there any other names. No other names were given so the nominations were open.

Motion by Mr. Scearce, Second by Mr. Seibert to Appoint Kay Wells. Motion by Mr. Woolston, Second by Mr. Glaze to appoint Sarah Newman. The appointment was for Kay Wells with Golden, Raney, Scearce, Seibert, Shaw, and Colbert-Kean, voting in favor, 6. Nays: 2, Glaze, Woolston, with Dr. Rosenberg being absent.

OTHER BUSINESS

Mr. Scearce mentioned that on September 24th he had sent an email to Mark Rohr with copies going to all council members. He asked the following questions to Council concerning a work session with Wallace Bajjali for the 20th and Connecticut Project so it can be made available to the council more than three days before the council is to vote on the project. He stated the city has spent millions of dollars on the purchase of land, and surely there is a business plan; a financial plan for the library/theater project.

Who will own the buildings? Will the bonds be taxable or tax free? Who will market the bonds? Will the City be expected to back the bonds? Will the revenue from the theater be enough to retire the Bonds? Has a study been done that shows a demand for loft apartments? Is there a need for additional retail units? Does the study show the rental rate for the units to be in line with the rental rates for other like units in Joplin? What amounts of public funds are going to be requested from the city?

"The only response I have gotten back from Mark was an email on October 16. I have not received anything to date. All these things should be answered before we get any farther along in the project."

After Mr. Scearce presented these questions to council the council decided to hold a special work session concerning these questions and the 20th Street projects November 11, 2013 at 5:45 P.M.

Mr. Shaw stated he had just attended the annual Lagers conference in Springfield, Missouri and will be sharing the information he obtained with the City Manager.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned at 5:20 p.m.

Respectfully submitted,

Barbara L Hogelin

Barbara L. Hogelin, MMC/MPCC

City Clerk

EMERGENCY ORDINANCES

City of Joplin — City Council Agenda Item

REQUESTED COUNCIL MEETING DATE: November 4, 2013

ITEM: Council Bill No. 2013-014 approving and authorizing payment of the Commissioners' Award and payment of the Commissioners' Fees in the condemnation matter of City of Joplin v. Sooner One, LLC.

ORIGINATING DEPARTMENT: Legal Department.
ATTACHMENTS: Council Bill No. 2013-014; Report of Commissioners; Fee Bill.

DEPARTMENT HEAD:	Brian W. Head	**DATE:** 10-30-13
CITY MANAGER:	R. Mark Rohr	**DATE:** 10-30-13
PUBLIC WORKS:	Nicholas A. Heather	**DATE:** 10/30/13
FINANCE DIRECTOR:	Leslie Haase	**DATE:** 10/30/13

INTRODUCTION:

This Council Bill approves and authorizes payment of the Commissioners' Award and payment of the Commissioners' fees for the City's acquisition of property owned by Sooner One, LLC., near 20th & Maiden Lane in Joplin.

DISCUSSION:

The acquisition of the Sooner One property is required to facilitate the final phase of the Maiden Lane widening project which extends from 9th Street to 30th Street. The City entered into negotiations with Sooner One, LLC., to acquire a voluntary acquisition of the necessary right-of-way, and when those negotiations were not successful, the Council authorized the institution of a condemnation proceeding through Ordinance No. 2013-132, on June 3rd, 2013. The Court appointed three Commissioners to assess damages for the taking. The Commissioners viewed the property and recently filed their Report of Commissioners with the Jasper County Circuit Court. The Commissioners' Report, signed by two of the three Commissioners, found damages for the total acquisition of this property to be the sum of Eighty Thousand, Six Hundred Dollars ($80,600.00). In addition, the Commissioners, Ed August, Jr., and Troy Salchow submitted a fee bill for their time on this project, in the total amount of One Thousand, Fifty Dollars, ($1,050.00). The third Commissioner, John Manard, has not submitted a fee bill as of today's date. We recommend payment of these amounts into the Court at this time so that the City may take possession of the property and allow the project to proceed to conclusion.

RECOMMENDATION:

Staff recommends this Council Bill be adopted on an emergency basis.

PCE:ab
attachments

COUNCIL BILL NO. 2013-014 ORDINANCE NO.

AN ORDINANCE approving and authorizing payment into the Circuit Court of Jasper County, Missouri, the amount of the Commissioners' Award and Commissioners' Fees in the case styled City of Joplin, Missouri v. Sooner One., Inc., et al, Case No. 13AO-CC00209, from the Capital Improvement Sales Tax Fund, Account No. 145-4565-520-8105, Project No. TC-0505, to complete the acquisition of right-of-way across property generally located at 20th & Maiden Lane, in Joplin, Jasper County, Missouri; and containing an emergency clause.

WHEREAS, the City of Joplin, Missouri, has commenced a condemnation action for the acquisition of certain real property for public use necessary for the final phase of the street widening improvements from 9th Street to 30th Street along Maiden Lane in the City of Joplin, in a case styled City of Joplin, Missouri v. Sooner One, LLC., et al, Case No. 13AO-CC00209, filed in the Circuit Court of Jasper County, Missouri, at Joplin; and,

WHEREAS, on October 9, 2013, the Report of Commissioners was filed, setting the amount of compensation for the interest to be acquired from Sooner One, LLC., in the total amount of Eighty Thousand, Six Hundred Dollars ($80,600.00), and the Commissioners' Fee Bill was filed in the office of the Circuit Clerk of Jasper County, Missouri, setting the Commissioners' Fees in the total amount of One Thousand, Fifty Dollars, ($1,050.00) for two-thirds of the Commissioners.

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

Section 1. That payment of the Commissioners' Award in the total amount of Eighty-Thousand, Six Hundred Dollars ($80,600.00), and Commissioners' Fees in the total amount of One Thousand, Fifty Dollars, ($1,050.00) for two-thirds of the Commissioners, is hereby authorized and directed to be made to the Circuit Clerk of Jasper County, Missouri, from the Capital Improvement Sales Tax Fund, Account No. 145-4565-520-8105, Project No. TC-0505.

Section 2. That this Ordinance dealing with a public improvement is an emergency within the meaning of Section 2.12(6) of the Home Rule Charter of the City of Joplin, Missouri, and, 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 _____, 2013, by a vote of _____.

_____
Melodee Colbert-Kean, Mayor

ATTEST:

_____
Barbara L. Hogelin, City Clerk

APPROVED AS TO FORM:

_____
Brian W. Head, City Attorney

IN THE CIRCUIT COURT OF JASPER COUNTY, MISSOURI
AT JOPLIN

RECEIVED
OCT 30 2013
CITY ATTORNEY

CITY OF JOPLIN, MISSOURI, A Municipal Corporation, Plaintiff, vs. SOONER ONE, LLC, et al Defendants.	)	Case No. 13AO-CC00209

REPORT OF COMMISSIONERS

COME NOW John Manard, Ed August Jr., and Troy Salchow, three (3) disinterested freeholders and residents of Jasper County, Missouri, appointed Commissioners herein by the Circuit Court of Jasper County, Missouri, by an Order of Condemnation previously entered, and respectfully make a return under said Order, and say that they determine that the fair market value of the real estate described in Paragraph 7 in the Condemnation Petition, and the damages which the Defendants named therein will suffer by reason of the taking of the property and do make return under oath of such assessment and award of damages to the Clerk of the Court as follows:

1. We determine the fair market value of the following described real property, to wit: land, property or interest, ownership of or legal rights which are claimed by Defendants, in which they may have an ownership interest, to-wit:

New Right of Way

All of a tract of land being a part of Lot 21 in Ludwig's First Addition and also being a part of Lot 109 of Southwest Village Subdivision all being a part of the Northeast Quarter of Section 16, Township 28, Range 33 in Jasper county, Missouri and described as Commencing at the Northeast corner of said Section 16 thence North 89°25'04" West, along the North line of said Northeast Quarter, 117.14 feet; thence South 00°34'56" West, 55.00 feet to a point on the South line of 20th Street, 114.28 feet East of the West line of said Lot 21 of Ludwig's First Addition and being the Point of Beginning; thence South 89°25'03" East, along said South line of Street, 55.72 feet; thence South 43°40'44" East, 20.94 feet to a point on the West line of Maiden Lane; thence South 02°01'34" West, along said West line of Street, 341.30 feet to the intersection with the North line of 21st Street; thence North 87°59'04" West, along the North line of 21st Street, 10.12 feet; thence 18.15 feet along a curve to the left and having a radius of 17.50 feet and a chord distance of 17.35 feet on a bearing of North 29°55'34" East; thence North 00°12'39" East, 200.64 feet; thence North 02°12'13" East, 58.64 feet; thence 109.24 feet along a curve to the left and having a radius of 82.50 feet and a chord distance of 101.43 feet on a bearing of North 35°53'43" West to the Point of Beginning.

Temporary Construction Easement

All of a tract of land being a part of Lot 21 in Ludwig's First Addition and also being a part of Lot 109 of Southwest Village Subdivision all being a part of the Northeast Quarter of Section 16, Township 28, Range 33 in Jasper county, Missouri and described as Commencing at the Northeast corner of said Section 16 thence North 89°25'04" West, along the North line of said Northeast Quarter, 117.14 feet; thence South 00°34'56" West, 55.00 feet to a point on the South line of 20th Street, 114.28 feet East of the West line of said Lot 21 of Ludwig's First Addition and being the Point of Beginning; thence 109.24 feet along a curve to the right and having a radius of 82.50 feet and a chord distance of 101.43 feet on a bearing of South 35°53'43" East; thence South 02°12'13" West, 58.64 feet; thence South 00°12'39" West, 200.64 feet; thence 18.15 feet along a curve to the right and having a radius of 17.50 feet and a chord distance of 17.35 feet on a bearing of South 29°55'34" West to a point on the North line of 21st Street; thence North 87°59'04" West, along the North line of 21st Street, 9.38 feet; thence North 02°02'44" East, 10.00 feet; South 87°59'04" East, 7.66 feet; thence North 00°12'39" East, 205.82 feet; thence North 02°12'13" East, 58.80 feet; thence 94.67 feet along a curve to the left and having a radius of 72.50 feet and a chord distance of 88.09 feet on a bearing of North 35°22'18" West; thence North 89°25'03" West, 30.71 feet; thence North 00.37'25" East, 10.00 feet to a point on the South line of said 20th Street; thence South 89°25'03" East, 32.11 feet to the Point of Beginning.

3,502.62 sq.ft. New Right of Way
4,260.19 sq.ft. Temp. Const. Esmnt.

as set forth in Paragraph 7 of the Condemnation Petition, and damages which the Defendants will suffer by reason of the taking of said property in the sum of Eight Thousand Six Hundred and 00/100 Dollars, which is assessed by the Commissioners as damages for the appropriation of the same.

And having in all respects complied with the terms of the aforesaid Order, Commissioners pray that the report of their proceedings be accepted and confirmed, and that they be discharged and allowed compensation for their services.

IN WITNESS WHEREOF, the undersigned Commissioners have hereunto set their hands this 9 day of October, 2013.

10/9/13
ED AUGUST, JR.

JOHN MANARD

10/9/13
TROY SALCHOW

Subscribed and sworn to before me this 9 day of October, 2013.

Melissa Holcomb,
~~Linda Williams~~, Circuit Clerk

By: M. Stevenson
Deputy

STATE OF MISSOURI)
) ss:
COUNTY OF JASPER)

Before me, the undersigned Circuit Clerk of the Circuit Court of Jasper County, Missouri, personally appeared John Manard, Ed August Jr., and Troy Salchow, to me known to be the persons described in and who executed the foregoing instrument in writing, and by me being first duly sworn on their oath did subscribe their names to the same and did say that the matters and things set forth in the foregoing award are true, and that the assessments of damages as made therein are reasonable, fair, just and impartial, and that they have executed the foregoing instrument as a true act and deed of the Commissioners.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at my office in the City of Joplin, Jasper County, Missouri, this 9th day of October, 2013.

Melissa Holcomb,
~~Linda Williams,~~ Circuit Clerk

By: M. Stevenson
Deputy

IN THE CIRCUIT COURT OF JASPER COUNTY, MISSOURI
AT JOPLIN

RECEIVED
OCT 30 2013
CITY ATTORNEY

CITY OF JOPLIN, MISSOURI, A Municipal Corporation, Plaintiff, vs. SOONER ONE, LLC, et al Defendants.	)	Case No. 13AO-CC00209

FEE BILL OF COMMISSIONERS

TO: John Manard, service as Commissioner in the above entitled cause, $_____.

TO: Ed August, Jr., service as Commissioner in the above entitled cause, $ 400.00.

TO: Troy Salchow, service as Commissioner in the above entitled cause, $ 650.00.

We certify the above bill to be correct and just and that the services were rendered as stated.

John Manard

Ed August, Jr. 10/9/13

Troy Salchow 10/9/13

STATE OF MISSOURI)
) ss:
COUNTY OF JASPER)

Subscribed and sworn to before me this 9th day of October, 2013.

Melissa Holcomb,
~~Linda Williams,~~ Circuit Clerk

By: M. Stevenson
Deputy/Clerk

City of Joplin **City Council Agenda Item**

REQUESTED COUNCIL MEETING DATE: November 04, 2013

ITEM: Council Bill No. 2013-015 approving a Purchase Order(s) to cover the annual support payment with SunGard Public Sector for software maintenance, upgrades and related systems.

ORIGINATING DEPARTMENT: Information Systems Dept.

ATTACHMENTS: Council Bill No. 2013-015

DEPT. HEAD:	Mark A. Morris MAM	**DATE:** 10-14-13
CITY MANAGER:	R. Mark Rohr RMR	**DATE:** 10-29-13
LEGAL DEPT:	Brian W. Head BWH	**DATE:** 10-14-13
FINANCE DEPT:	Leslie Haase LH	**DATE:** 10-15-13

INTRODUCTION:

This Council Bill approves the issuance of a Purchase Order(s) to SunGard Public Sector to cover the annual support payment for technical activities for both General Government (Financials) and Public Safety (OSSI).

DISCUSSION:

SunGard has been the City's primary software provider for thirteen + years. In 2009, the Public Safety Systems were upgraded with Council's approval to SunGard OSSI. Along with that is the annual support payment to cover technical upgrades and day-to-day support activities. As SunGard is the sole source for this software, there are no bids required. The amounts of $119,852.99 and $189,231.74 were budgeted and approved for FY2014 by Council during the budget process.

RECOMMENDATION:

Staff recommends adoption of this Council Bill on an Emergency basis.

MAM:ab
attachments

COUNCIL BILL NO. 2013-015 ORDINANCE NO.

AN ORDINANCE approving a Purchase Order to be issued to SunGard OSSI to cover the annual support payment for the Public Safety and Financial software and related systems as budgeted in the Annual Budget of the City of Joplin for the Fiscal Year 2013-2014 as adopted by Ordinance 2013-511 on October 21, 2013; and containing an emergency clause.

WHEREAS, SunGard has been the City's primary software provider for more than twelve years; and,

WHEREAS, in the FY2014 budget process, Council approved and budgeted funds to cover the annual support payment for technical activities.

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

Section 1. That a Purchase Order issued to SunGard OSSI covering the annual support payment for the Public Safety and Financial software and related systems, be and the same is, hereby approved.

Section 2. That Fiscal Year 2013-2014 budgeted appropriations as adopted by Ordinance 2013-511 and reflected an appropriation in the total amount of Three Hundred Nine Thousand, Eighty-Four Dollars, Seventy-Three Cents ($309,084.73) for payment of support for technical activities.

Section 3. That the City hereby declares this Ordinance, being an ordinance dealing generally with payment of current city government expenses, to be an emergency within the meaning of Section 2.12(3) of the HOME RULE CHARTER of the City of Joplin, Missouri, and as such, this Ordinance shall become effective immediately upon its passage.

PASSED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, this _____ day of _____, 2013, by a vote of _____.

_____
Melodee Colbert-Kean, Mayor

ATTEST:

_____
Barbara L. Hogelin, City Clerk

APPROVED AS TO FORM:

_____
Brian W. Head, City Attorney

City of **JOPLIN** City Council Agenda Item

Requested Council Meeting Date: November 4, 2013
Council Bill No. 2013-223

Item: Evaluation and Rehabilitation of Wastewater Collection System
Originating Department: PUBLIC WORKS – ENGINEERING

Attachments: 1) Bid Tab
2) Council Bill No. 2013-223

Engineering Department: Dan Johnson	Date: 10-22-13
Department Head: Nick Heatherly	Date: 10-22-13
Finance Department: Leslie Haase	Date: 10-22-13
City Attorney: Brian Head	Date: 10-29-13
City Manager: Mark Rohr	Date: 10-28-13

Recommended Action: Approval of contract with Ace Pipe Cleaning Inc. in the amount of $600,000.00 for the Evaluation and Rehabilitation of Wastewater Collection System.

Background: City staff have drafted a 10 year bypass elimination plan that includes cleaning, TVing, and evaluating the entire collection system. The plan also includes an annual rehabilitation plan aimed at reducing sewer line collapses, reducing infiltration and inflow of storm water, and increasing reliability of the system. This contract allows City staff to meet the bypass elimination plan requirements for 2013 with an option to extend the contract two more years. The bid documents also included an option for the contractors to bid the project as a "cooperative purchase bid" which allows other communities to enter into contracts with Ace Pipe Cleaning, Inc. using this bid.

Discussion A Notice to Contractors that solicited bids for the project was published in the Joplin Globe for a period of 1 day. Two contractors' submitted bids (see attached bid tabulation) that were opened on September 3, 2013. The low bid for the project was provided by Ace Pipe Cleaning Inc. in the amount of $393,685.00 in unit prices which have been applied to a project that totals $600,000.00. The low bid was below the engineer's estimate. This project is funded by the City's sanitary sewer fund.

Recommendation: Approval of contract with Ace Pipe Cleaning Inc. in the amount of $600,000.00 for the Evaluation and Rehabilitation of Wastewater Collection System.

BID TABULATION

PROJECT: Evaluation & Rehab of WW Collection System
DATE OF BID OPENING: September 3, 2013 10:00 a.m.

CONTRACTOR	BID
Ace Pipe Cleaning	393,685.00
DFW Infrastructure, Inc.	484,100.00

COUNCIL BILL NO. 2013- 223 ORDINANCE NO.

AN ORDINANCE approving Award of Contract to Ace Pipe Cleaning Inc. for Six Hundred Thousand and No/100 Dollars Evaluation and Rehabilitation of Wastewater Collection System and containing an emergency clause.

BE IT ORDAINED by the Council of the City of Joplin, Missouri, as follows:

Section 1. Approval of Award of Contract with Ace Pipe Cleaning lnc. for Six Hundred Thousand and No/100 Dollars ($600,000.00) in the City of Joplin, Jasper County.

Section 2. Upon the final approval and acceptance of the contractor's work under said contracts in writing by the Director of Public Works and their certification to that effect to the Director of Finance, said contractors shall be paid the sum due there under from Sanitary Sewer Fund No. 415-4542-540-8675.

Section 2. That the Director of Public Works is hereby authorized to enter into contract on behalf of the City of Joplin with Ace Pipe Cleaning Inc..

Section 3. This ordinance is an emergency within the meaning of Section 2.12 (6) in that said ordinance provides for public improvements and is considered an emergency by the Council and as such shall become effective immediately upon this passage as provided by the Home Rule Charter for the City of Joplin.

Passed by the Council of the City of Joplin, Missouri, this _____ day of

_____, 2013 by a _____ vote.

ATTEST: _____
Melodee Colbert-Kean Mayor

_____
Barbara L. Hogelin, City Clerk

APPROVED AS TO FORM:

_____
Brian W. Head, City Attorney

I hereby certify that a sufficient amount is available in the Sewer Maintenance Fund No. 415-4542-540-8675 to pay the amount called for in said Agreement.

_____
Leslie Haase, Director of Finance

City of **JOPLIN** City Council Agenda Item

Requested Council Meeting Date: November 4, 2013
Council Bill No. 2013- 338
Item: Newman Road Sidewalk
Originating Department: PUBLIC WORKS – ENGINEERING

Attachments: 1) Location Map
2) Bid Tabulation
3) Council Bill No. 2013-338

Engineering Department: Dave Hunt DWH	Date: 10-28-13
Department Head: Nicholas A. Heatherly	Date: 10/28/13
Finance Department: Leslie Haase	Date:
City Attorney: Brian Head	Date: 10-29-13
City Manager: Mark Rohr	Date: 10-29-13

Recommended Action: Approval of an Award of Contract to APAC of Missouri in the amount of $159,807.55 and for the Newman Road Sidewalk project.

Background: The project is to construct sidewalks along Newman Road from Florida Avenue east to Business 71. Transportation enhancement funds will be used for funding of this project. The federal share will be 80 percent of the costs and not to exceed $300,000.

Discussion: City staff prepared bid documents for the project. A notice to Contractors that solicited bids for the project was published in the Joplin Globe for 1 day. Seven firms picked up plans and seven firms submitted bids (see attached Bid Tabulation) that were opened on October 22, 2013.

APAC of Missouri was the low bidder.

Recommendation: City staff recommends Award of Contract to APAC of Missouri in the amount of $159,807.55 for the Newman Road Sidewalk project pending MoDOT approval. This bid is within the engineer's estimate and the allocated budget.


E MANITOU ST
E MANITOU ST
E LAUREL ST
E LAUREL ST
N FLORIDA AVE
WATERS EDGE BLVD
E RIDGE VIEW CT
E RIDGE VIEW DR
N RANGE LINE RD
E JACCARD ST
N FLORIDA AVE
Newman Rd Sidewalk
NEWMAN RD
E NEWMAN RD
N FLORIDA AVE
N RANGE LINE RD
N
E HILL ST
E BUCHANAN RD
N FLORIDA AVE
N GRACE DR
N OZARK AVE
N HODGDON RD
E TURKEY CREEK BLVD
N RANGE LINE RD
BROADWAY ST
BROADWAY ST

BID TABULATION

PROJECT: Newman Road Sidewalk
DATE OF BID OPENING: October 22, 2013 10:00 a.m.

CONTRACTOR	BID
APAC of Missouri	159,807.55
D & E Plumbing	162,619.50
Crossland Construction	277,948.65
Branco	221,070.00
Sprouls Const	175,036.50
Southard Const	181,722.90
Snyder Const	199,376.50

COUNCIL BILL NO. 2013-338 ORDINANCE NO.

AN ORDINANCE approving a contract with APAC of Missouri in the amount of One Hundred Fifty Nine Thousand Eight Hundred Seven and 55 /100 Dollars ($159,807.55) for the Newman Road Sidewalk project in the City of Joplin, Missouri; and, amending the Annual Budget of the City of Joplin for the Fiscal Year 2013-2014 as adopted by Ordinance 2013-248 on October 21, 2013, and containing an emergency clause pending MoDOT approval;

BE IT ORDAINED by the Council of the City of Joplin, Missouri, as follows:

Section 1. That the contract be awarded to APAC of Missouri in the amount of One Hundred Fifty Nine Thousand Eight Hundred Seven and 55 /100 Dollars ($159,807.55) for the Newman Road Sidewalk project in the City of Joplin, Missouri, pending MoDOT approval.

Section 2. Upon the final approval and acceptance of the contractor's work under said contract in writing by the Director of Public Works, and his certification to that effect to the Director of Finance, the contractor shall be paid from the Infrastructure Improvement Fund, Account Number 305-4550-530-8635 in the amount of $159,807.55.

Section 3. That the Director of Public Works is hereby authorized to enter into a contract on behalf of the City of Joplin with said contractor.

Section 4. That fiscal year 2013-2014 budgeted appropriations as adopted by Ordinance 2013-248 be amended by increasing revenues by the total amount of One Hundred Twenty-Seven Thousand Eight Hundred Forty-Six Dollars and No Cents ($127,846.00) and by increasing appropriations by the total amount of One Hundred Fifty-Nine Thousand Eight Hundred Eight Dollars and No Cents ($159,808.00).

Section 5. That the Director of Finance is hereby directed to make all necessary entries on the City records to show the increase in revenues and appropriations.

Section 6. This ordinance is an emergency within the meaning of Section 2.12 (6) in that said ordinance provides for public improvements and is considered an emergency by the Council and as such shall become effective immediately upon this passage as provided by the Home Rule Charter for the City of Joplin.

Passed by the Council of the City of Joplin, Missouri, this _____ day of _____, 2013, by a _____ vote.

ATTEST:

_____
Melodee Colbert-Kean, Mayor

_____
Barbara L. Hogelin, City Clerk

APPROVED AS TO FORM:

_____

Brian W. Head, City Attorney

City of **JOPLIN** City Council Agenda Item

Requested Council Meeting Date: November 4, 2013
Council Bill No. 2013- 339
Item: Kelsey Norman Sidewalk
Originating Department: PUBLIC WORKS – ENGINEERING

Attachments: 1) Location Map
2) Bid Tabulation
3) Council Bill No. 2013-339

Engineering Department: Dave Hunt DWH Date: 10-28-13
Department Head: Nicholas A. Heatherly Date: 10/28/13
Finance Department: Leslie Haase LH Date:
City Attorney: Brian Head Date: 10-29-13
City Manager: Mark Rohr RWR Date: 10-29-13

Recommended Action: Approval of an Award of Contract to Snyder Construction in the amount of $199,952.40 and for the Kelsey Norman Sidewalk project.

Background: The project is to construct sidewalks along Kansas Avenue from 26th Street to 30th Street, along 26th Street from Wisconsin Avenue to Vermont Avenue, and along 28th Street from Wisconsin Avenue to Vermont Avenue. Transportation enhancement funds will be used for funding of this project. The federal share will be 86 percent of the costs and not to exceed $158,855.

Discussion: City staff prepared bid documents for the project. A notice to Contractors that solicited bids for the project was published in the Joplin Globe for 1 day. Six firms picked up plans and three firms submitted bids (see attached Bid Tabulation) that were opened on October 24, 2013.

Snyder Construction Inc. was the low bidder.

Recommendation: City staff recommends Award of Contract to Snyder Construction Inc. in the amount of $199,952.40 for the Kelsey Norman Sidewalk project pending MoDOT approval. This bid is within the engineer's estimate, but more than $158,855, the grant amount. The difference will be paid out of the Infrastructure sidewalk projects.


E 26TH ST
ILLINOIS AVE
WISCONSIN AVE
KANSAS AVE
S VERMONT AVE
E 27TH ST
Kelsey Norman Sidewalks
VERMONT AVE
MASSACHUSETTS AVE
ST LOUIS AVE
E 28TH ST
S NEW HAMPSHIRE AVE
S WISCONSIN AVE
MICHIGAN AVE
KANSAS AVE
VERMONT AVE
MASSACHUSETTS AVE
TERRI LN
N
E 30TH ST
E 30TH ST
E 30TH ST
E 30TH ST

BID TABULATION

PROJECT: Kelsey Norman Sidewalk
DATE OF BID OPENING: October 24, 2013 10:00 a.m.

CONTRACTOR	BID
Snyder Construction	199,952.40
Southard Construction	270,776.50
R L Persons Construction	228,266.40

COUNCIL BILL NO. 2013-339 ORDINANCE NO.

AN ORDINANCE approving a contract with Snyder Construction Inc. in the amount of One Hundred Ninety Nine Thousand Nine Hundred Fifty Two and 40 /100 Dollars ($199,952.40) for the Kelsey Norman Sidewalk project in the City of Joplin, Missouri; and, amending the Annual Budget of the City of Joplin for the Fiscal Year 2013-2014 as adopted by Ordinance 2013-248 on October 21, 2013, and containing an emergency clause, pending MoDOT approval;

BE IT ORDAINED by the Council of the City of Joplin, Missouri, as follows:

Section 1. That the contract be awarded to in the amount of One Hundred Ninety Nine Thousand Nine Hundred Fifty Two and 40 /100 Dollars ($199,952.40) for the Kelsey Norman Sidewalk project in the City of Joplin, Missouri pending MoDOT approval.

Section 2. Upon the final approval and acceptance of the contractor's work under said contract in writing by the Director of Public Works, and his certification to that effect to the Director of Finance, the contractor shall be paid from the Infrastructure Improvement Fund, Account Number 305-4550-530-8635 in the amount of $199,952.40.

Section 3. That the Director of Public Works is hereby authorized to enter into a contract on behalf of the City of Joplin with said contractor.

Section 4. That fiscal year 2013-2014 budgeted appropriations as adopted by Ordinance 2013-248 be amended by increasing revenues by the total amount of One Hundred Seventy-One Thousand Nine Hundred Fifty-Nine Dollars and No Cents ($171,959.00) and by increasing appropriations by the total amount of One Hundred Ninety-Nine Thousand Nine Hundred Fifty-Two Dollars and No Cents ($199,952.00).

Section 5. That the Director of Finance is hereby directed to make all necessary entries on the City records to show the increase in revenues and the increase in appropriations.

Section 6. This ordinance is an emergency within the meaning of Section 2.12 (6) in that said ordinance provides for public improvements and is considered an emergency by the Council and as such shall become effective immediately upon this passage as provided by the Home Rule Charter for the City of Joplin.

Passed by the Council of the City of Joplin, Missouri, this _____ day of _____, 2013, by a _____ vote.

ATTEST: Melodee Colbert-Kean, Mayor

Barbara L. Hogelin, City Clerk

APPROVED AS TO FORM:

_____

Brian W. Head, City Attorney

City of **JOPLIN** City Council Agenda Item

Requested Council Meeting Date: November 4, 2013

Item: CDBG-DR Subrecipient Agreement with Joplin School District
Originating Department: Planning & Community Development

Attachments: 1) Council Bill No. 2013-405
2) CDBG-DR Subrecipient Agreement
3) CDBG-DR Round 2 Amended Budget

Department Head: Nick Heatherly — Date: 10/28/13
Planning & Community Development Manager: Troy Bolander T.B. — Date: 10/28/13
Finance Department: Leslie Haase — Date: 10-29-13
City Attorney: Brian Head — Date: 10-29-13
City Manager: Mark Rohr — Date: 10-29-13

Recommended Action: Approval of Council Bill No. 2013-405

DISCUSSION:

The following Council Bill is for an agreement between the City of Joplin and Joplin School District to provide funding to for Mental Health Services in the school district from the City's Community Development Block Grant – Disaster Recovery Funds. The Council had previously approved this activity in the Round 2 CDBG-DR Action plan on August 19, 2013. Since the initial budget amount for this activity, there has been a slight decrease in the funding request prompted by the School District amending their request.

The agreement provides funding for staff related expenses for approximately 8.5 employees that will include Case Managers and Mental Health Counselors. The School District has provided the following data to document the need for these services:

> Based on the experience of others who had undergone disasters similar to the May 22, 2011 tornado, national consultants, and the research literature on overcoming trauma, we anticipated one half to a third of our students and staff might experience Post Traumatic Stress Disorder (PTSD) or symptoms of trauma-related anxiety, fear, confusion, and/or depression severe enough to require direct attention. In Academic Year 2011-2012 mental health professionals employed by Ozark Mental Health Center served over 2,200 children in our schools while referring many for individual professional counseling in the community. Many students were on long wait lists and needed the support of the school. During the 2012/13 School Year, over 1,300 students were served by Project HOPE direct mental health interventions. These services have successfully kept students in the regular classroom environment avoiding special education by supporting teachers with strategies to prevent educational disruptions.

This agreement will result in the award of $331,397.00 to Joplin School District for providing the Mental Health Services requested.

City Staff recommends the approval of this Council Bill.

COUNCIL BILL NO. 2013-405 **ORDINANCE NO.**

AN ORDINANCE authorizing the City of Joplin to enter into a Subrecipient Agreement with the Joplin School District in the amount of Three Hundred Thirty One Thousand Three Hundred Ninety Seven Dollars ($331,397.00) to provide funding for staff related expenses for providing Mental Health Services related to the Community Development Block Grant- Disaster Recovery fund, authorizing the City Manager to execute said Agreement for the City, and containing an emergency clause.

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

Section 1. That the City enter into an Agreement, attached hereto as Exhibit A, or Agreement in substantially similar in form, between the City of Joplin and the Joplin School District in the amount of Three Hundred Thirty One Thousand Three Hundred Ninety Seven Dollars ($331,397.00) to provide funding for staff related expenses for providing Mental Health Services related to the Community Development Block Grant- Disaster Recovery fund.

Section 2. That the City Manager of the city of Joplin, Missouri, is hereby authorized to execute said Agreement, or Agreement in substantially similar in form, for and on behalf of the City of Joplin.

Section 3. That this Ordinance is an emergency within the meaning of Section 2.12(1) of the Home Rule Charter of the City of Joplin, Missouri, in that said ordinance deals with a public health and safety issues, and as such, is considered an emergency and shall take effect immediately upon passage.

Passed by the Council of the City of Joplin, Missouri, this _____ day of _____, 2013, by a vote of _____.

_____
Melodee Colbert-Kean, Mayor

ATTEST:

_____
Barbara L. Hogelin, City Clerk

APPROVED AS TO FORM:

_____

Brian W. Head, City Attorney

Exhibit A

CITY OF JOPLIN MISSOURI

CDBG-DR SUBRECIPIENT AGREEMENT
BETWEEN
THE CITY OF JOPLIN
AND
JOPLIN SCHOOL DISTRICT

THIS AGREEMENT entered this ____ day of _____, 2013 by and between the City of Joplin (herein called the "Grantee") and Joplin School District (herein called the "Subrecipient").

WHEREAS, the Grantee has applied for and received funds from the United States Government under Title I of the Housing and Community Development Act of 1974, as amended (HCD Act), Public Law 113-2; and

WHEREAS, the Grantee wishes to engage the Subrecipient to assist the Grantee in utilizing such funds;

NOW, THEREFORE, it is agreed between the parties hereto that;

I. SCOPE OF SERVICE

A. Activities

The Subrecipient will be responsible for administering a CDBG-DR activity in a manner satisfactory to the Grantee and consistent with any standards required as a condition of providing these funds. Such program will include the following activities eligible under the Community Development Block Grant Disaster Recovery (CDBG-DR) program:

Program Delivery

Activity: Provide assistance with funds for salary and benefits to employ approximately 8.5 mental health employees. These employees will address the increased need for School/Family Liaisons and Mental Health Counselors as a direct result of the May 22, 2011 tornado.

General Administration

The Subrecipient will maintain program and financial records documenting eligibility, provisions of services, and Subrecipient's expenses relative to the project as a result of assistance provided through the CDBG program.

B. National Objectives

All activities funded with CDGB funds must meet one of the CDBG program's National Objectives: benefit low- and moderate-income persons; aid in the prevention or elimination of slums or blight; or meet community development needs having a particular urgency, as defined in 24 CFR 570.208.

The Subrecipient certifies that the activity(ies) carried out under this Agreement will meet the LMC low-moderate income clientele [570.208(a)(2)]. This activity is eligible under the

category Public Services – 570.201(e). Subrecipient will use Demographic/Income form, or similar form approved by the Grantee, to document the necessary demographic information for beneficiaries.

C. Levels of Accomplishment – Goals and Performance Measures

The levels of accomplishment may include things such as:

- Subrecipient will provide all documentation required on the Public Service Grant Document Checklist (Attachment C).
- Subrecipient will properly document all salary and benefit reimbursement information. Requests will be submitted to the Grantee no more frequently than a monthly basis.
- Subrecipient will provide adequate source documentation for income determination along with an Income/Demographic form for each client served (Attachments A and B).
- Subrecipient will provide reports to CDBG office for funding and client data along with all reimbursement requests.

D. Staffing

The Subrecipient shall assign the following staff as key personal to this project.

Staff Member & Title	
Renee White	Project HOPE Manager

Any changes in the Key Personnel assigned or their general responsibilities under this project are subject to the prior approval of the Grantee.

E. Performance Monitoring

The Grantee will monitor the performance of the Subrecipient against goals and performance standards required herein. Substandard performance as determined by the Grantee will constitute noncompliance with this Agreement. If action to correct such substandard performance is not taken by the Subrecipient within a reasonable period of time after being notified by the Grantee, contract suspension or termination procedures will be initiated.

II. TIME OF PERFORMANCE

Services of the Subrecipient shall start on the 1st day of November, 2013 and end on the 1st day of November, 2014.

Funds are specifically being awarded to allow for pre-agreement costs that are deemed eligible to date back to the Time of Performance previously mentioned. Funds will not be available to the Subrecipient from the Community Development Block Grant Disaster Recovery Program after the completion date, unless otherwise approved by Grantee.

III. BUDGET

The grantee will provide funding to the Subrecipient for not more than Three Hundred Thirty One Thousand Three Hundred and Ninety Seven Dollars and no cents ($331,397.00) to assist in providing funds to pay for salary and benefits of approximately 8.5 mental health employees. The need for these services has been assesses to be caused by the May 22, 2011 tornado. Any funds not used for costs associated with the project will revert to the CDBG-DR program.

Any indirect costs charged must be consistent with the conditions of Paragraph VIII (C) (2) of this Agreement. Any amendments to the budget must be approved in writing by both the Grantee and the Subrecipient.

IV. PAYMENT

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed:

Three Hundred Thirty One Thousand Three Hundred and Ninety Seven Dollars and no cents ($331,397.00)

Draw downs for the payment of eligible expenses shall be made against the budget specified in Paragraph III herein and in accordance with performance. Expenses for general administration (If Applicable) shall also be paid against the budget specified in Paragraph III and in accordance with performance. Payments will be paid both on a reimbursement basis by the Grantee contingent upon proper documentation provided.

Payments may be contingent upon certification of the Subrecipient's financial management system in accordance with the standards specified in 24 CFR 84.21. All payments are subject to recapture by the City if any of the terms of this agreement are found to be violated. This includes, but is not limited to, the proper documentation of Eligibility and National Objective for the CDBG program.

V. NOTICES

Notices required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid shall be effective on the date of delivery or sending. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communication and details concerning this contract shall be directed to the following contract representatives:

Grantee	Subrecipient
Name: Troy Bolander Title: Planning & Community Development Manager	Name: Dr. C.J. Huff Title: Superintendent
Grantee: City of Joplin 602 South Main Street Joplin, Missouri 64801 Phone: (417) 624-0820 Fax: 1-417-625-4738	Subrecipient: Joplin School District 3901 East 32nd Street Joplin, Missouri, 64804 Phone: (417) 625-5200 Fax: (417) 625-5210

VI. SPECIAL CONDITIONS

All reimbursement requests for staff time should be submitted no more frequently than a monthly basis. These requests should include sufficient information according to the applicable provisions of OMB Circular A-87 and/or A-122.

Additionally, the income levels of each client served should be provided through the Income/Demographic form with support documentation (IRS 1040 forms, etc) that will satisfy HUD's requirements for income documentation.

II. GENERAL CONDITIONS

The following requirements are applicable to all activities undertaken with Community Development Block Grant (CDBG) funds.

A. General Compliance

The Subrecipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, except that (1) the Subrecipient does not assume the subrecipient's environmental responsibilities described in 24 CFR 570.604 and (2) the Subrecipient does not assume the subrecipient's responsibility for initiating the review process under the provisions of 24 CFR Part 52. The Subrecipient also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies
governing the funds provided under this contract. The Subrecipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

B. "Independent Contractor"

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Subrecipient shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Grantee shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance, as the Subrecipient is an independent contractor.

C. Hold Harmless

The Subrecipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the Subrecipient's performance or nonperformance of the services or subject matter called for in this Agreement.

D. Workers' Compensation

The Subrecipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

E. Insurance & Bonding

The Subrecipient shall carry sufficient insurance coverage to protect contract assets from loss due to theft, fraud and/or undue physical damage, and as a minimum shall purchase a blanket fidelity bond covering all employees in an amount equal to cash advances from the Grantee.

The Subrecipient shall comply with the bonding and insurance requirements of 24 CFR 84.31 and 84.48, Bonding and Insurance.

F. Grantee Recognition

The Subrecipient shall insure recognition of the role of the Grantee in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be

prominently labeled as to funding source. In addition, the Subrecipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement.

G. Amendments

The Grantee or Subrecipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized representative of each organization, and approved by the Grantee's governing body. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Subrecipient from its obligations under this Agreement.

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both Grantee and Subrecipient.

H. Suspension or Termination

In accordance with 24 CFR 85.43, the Grantee may suspend or terminate this Agreement if the Subrecipient materially fails to comply with any terms of this Agreement, which include (but are not limited to), the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;

2. Failure, for any reason, of the Subrecipient to fulfill in a timely and proper manner its obligations under this Agreement;

3. Ineffective or improper use of funds provided under this Agreement; or

4. Submission by the Subrecipient to the Grantee reports that are incorrect or incomplete in any material respect.

In accordance with 24 CFR 85.44, this Agreement may also be terminated for convenience by either the Grantee or the Subrecipient, in whole or in part, by setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if in the case of a partial termination, the Grantee determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the Grantee may terminate the award in its entirety.

VIII. ADMINISTRATIVE REQUIREMENTS

A. Financial Management

1. Accounting Standards

The Subrecipient agrees to comply with 24 CFR 84.21–28 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

2. Cost Principles

The Subrecipient shall administer its program in conformance with OMB Circulars A-122, "Cost Principles for Non-Profit Organizations," or A-21, "Cost Principles for Educational Institutions," as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.

B. Documentation and Record Keeping

1. Records to be Maintained

The Subrecipient shall maintain all records required by the Federal regulations specified in 24 CFR 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

a. Records providing a full description of each activity undertaken;
b. Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG program;
c. Records required to determine the eligibility of activities;
d. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
e. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
f. Financial records as required by 24 CFR 570.502, and 24 CFR 84.21–28; and
g. Other records necessary to document compliance with Subpart K of 24 CFR Part 570.

2. Retention

The Subrecipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of four (4) years. The retention period begins on the date of the submission of the Grantee's annual performance and evaluation report (CAPER) to HUD in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the four-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the four-year period, whichever occurs later.

3. Client Data

The Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to Grantee monitors or their designees for review upon request.

4. Disclosure

The Subrecipient understands that client information collected under this contract is private and the use or disclosure of such information, when not directly connected with the administration of the Grantee's or Subrecipient's responsibilities with respect to services provided under this contract, is prohibited unless written consent is obtained from such person receiving service and, in the case of a minor, that of a responsible parent/guardian.

5. Close-outs

The Subrecipient's obligation to the Grantee shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, deobligation of unused funds, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the Grantee), and determining the custodianship of records. Not withstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Subrecipient has control over CDBG funds, including program income.

6. Audits & Inspections

All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, grantor agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subrecipient within 30 days after receipt by the Subrecipient. Failure of the Subrecipient to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Subrecipient hereby agrees to have an annual agency audit conducted in accordance with current Grantee policy concerning Subrecipient audits and OMB Circular A-133.(A-133 Audit required if the Subrecipient receives $500,000 or more in federal funds)

C. Reporting and Payment Procedures

1. Program Income

The Subrecipient shall report all program income (as defined at 24 CFR 570.500(a)) generated by activities carried out with CDBG funds made available under this contract. All unexpended program income shall be returned to the Grantee at the end of the contract period. Any interest earned on cash advances from the U.S. Treasury and from funds held in a revolving fund account is not program income and shall be remitted promptly to the Grantee.

2. Indirect Costs

If indirect costs are charged, the Subrecipient will develop an indirect cost allocation plan for determining the appropriate Subrecipient's share of administrative costs and shall submit such plan to the Grantee for approval, in a form specified by the Grantee.

3. Payment Procedures

The Grantee will pay to the Subrecipient funds available under this Agreement based upon information submitted by the Subrecipient and consistent with any approved budget and Grantee policy concerning payments. With the exception of certain advances, payments will be made for eligible expenses actually incurred by the Subrecipient, and not to exceed actual cash requirements. Payments will be adjusted by the Grantee in accordance with advance fund and program income balances available in Subrecipient accounts. In addition, the Grantee reserves the right to liquidate funds available under this contract for costs incurred by the Grantee on behalf of the Subrecipient.

4. Progress Reports

The Subrecipient shall submit regular Progress Reports to the Grantee in the form, content, and frequency as required by the Grantee.

D. Procurement

1. Compliance

The Subrecipient shall comply with current Grantee policy concerning the purchase of equipment, materials and/or services. The Subrecipient shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All program assets (unexpended program income, property, equipment, etc.) shall revert to the Grantee upon termination of this Agreement.

2. OMB Standards

Unless specified otherwise within this agreement, the Subrecipient shall procure all materials, property, or services in accordance with the requirements of 24 CFR 84.40–48.

3. Travel

The Subrecipient shall obtain written approval from the Grantee for any travel outside the metropolitan area with funds provided under this Agreement.

E. Use and Reversion of Assets

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 24 CFR Part 84 and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:

1. The Subrecipient shall transfer to the Grantee any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination.

2. Real property under the Subrecipient's control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of $25,000 shall be used to meet one of the CDBG National

Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of this Agreement. If the Subrecipient fails to use CDBG-assisted real property in a manner that meets a CDBG National Objective for the prescribed period of time, the Subrecipient shall pay the Grantee an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to, the property. Such payment shall constitute program income to the Grantee. The Subrecipient may retain real property acquired or improved under this Agreement after the expiration of the five-year period.

3. In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the Subrecipient for activities under this Agreement shall be (a) transferred to the Grantee for the CDBG program or (b) retained after compensating the Grantee [an amount equal to the current fair market value of the equipment less the percentage of non-CDBG funds used to acquire the equipment].

IX. RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT

The Subrecipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR Part 24 and 24 CFR 570.606(b); (b) the requirements of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HCD Act; and (c) the requirements in 24 CFR 570.606(d) governing optional relocation policies. The Subrecipient shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b) (2) that are displaced as a direct result of acquisition, rehabilitation, demolition or conversion for a CDBG-assisted project. The Subrecipient also agrees to comply with applicable Grantee ordinances, resolutions and policies concerning the displacement of persons from their residences.

X. PERSONNEL & PARTICIPANT CONDITIONS

A. Civil Rights

1. Compliance

The Subrecipient agrees to comply with and with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

2. Nondiscrimination

The Subrecipient agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

3. Land Covenants

This contract is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P. L. 88-352) and 24 CFR 570.601 and 570.602. In regard to the sale, lease, or other transfer of land acquired, cleared or improved with assistance provided under this contract, the Subrecipient shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the Grantee and the United States are beneficiaries of and entitled to enforce such covenants. The Subrecipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

4. Section 504

The Subrecipient agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against the individuals with disabilities or handicaps in any Federally assisted program.

B. Affirmative Action

1. Approved Plan

The Subrecipient agrees that it shall be committed to carry out an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966.This Executive order applies to all federally assisted construction contracts and subcontracts. It provides that no person shall be discriminated against on the basis of race. The Subrecipient shall submit a plan for an Affirmative Action Program to the grantee for approval.

2. Women- and Minority-Owned Businesses (W/MBE)

The Subrecipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this contract. As used in this contract, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Subrecipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

3. Access to Records

The Subrecipient shall furnish and cause each of its own Subrecipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the Grantee, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations and provisions stated herein.

4. Notifications

The Subrecipient will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the Subrecipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

5. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement

The Subrecipient will, in all solicitations or advertisements for employees placed by or on behalf of the Subrecipient; state that it is an Equal Opportunity or Affirmative Action employer.

6. Subcontract Provisions

The Subrecipient will include the provisions of Paragraphs X.A, Civil Rights, and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own Subrecipients or subcontractors.

C. Employment Restrictions

1. Prohibited Activity

The Subrecipient is prohibited from using funds provided herein or personnel employed in the administration of the program for: political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.

2. Labor Standards

The Subrecipient agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 *et seq.*) and all other applicable Federal, state and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The Subrecipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 *et seq.*) and it's implementing regulations of the U.S. Department of Labor at 29 CFR Part 5. The Subrecipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

3. "Section 3" Clause

a. Compliance

Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this contract, shall be a condition of the Federal financial assistance provided under this contract and binding upon the Grantee, the Subrecipient and any of the Subrecipient's Subrecipients and subcontractors. Failure to fulfill these requirements shall subject the Grantee, the Subrecipient and any of the Subrecipient's Subrecipients and subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The Subrecipient certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The Subrecipient further agrees to comply with these "Section 3" requirements and to include the following language in all subcontracts executed under this Agreement:

> "The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located."

The Subrecipient further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is

located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The Subrecipient certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.

b. Notifications

The Subrecipient agrees to send to each labor organization or representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

c. Subcontracts

The Subrecipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Subrecipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Part 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

4. Federal Work Authorization Program "FWAP"

Contractor represents and agrees that it is enrolled and participating a Federal Work Authorization Program ("FWAP") that ensures that all of its employees or agents have the legal right to work in the United States, as defined in 8 U.S.C. 1324a(h)(3) and RSMo § 285.525-285.555, and that it will maintain this compliance for the entire duration of its contract with the City of Joplin. Contractor agrees that it does not knowingly employee any unauthorized alien in connection with the contracted services with the City. Contractor agrees to provide an Affidavit of Compliance stating that they are in enrolled and participating in a FWAP, and that Contractor does not knowingly employee any unauthorized aliens in connection with the contracted services, upon execution of this Agreement. All Subcontractors shall state, in writing, in their contracts with Contractor, that they are not in violation of RSMo § 285.530.1 and shall not thereafter be in violation, or subcontractor may submit a sworn affidavit to this effect. Contractor agrees to hold harmless and indemnify the City for any liability due to Contractor's failure to maintain compliance with FWAP or for violations of the Missouri Unauthorized Alien Workers Act.

D. Conduct

1. Assignability

The Subrecipient shall not assign or transfer any interest in this Agreement without the prior written consent of the Grantee thereto; provided, however, that claims for money due or to become due to the Subrecipient from the Grantee under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the Grantee.

2. Subcontracts

a. Approvals

The Subrecipient shall not enter into any subcontracts with any agency or individual in the performance of this contract without the written consent of the Grantee prior to the execution of such agreement.

b. Monitoring

The Subrecipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

c. Content

The Subrecipient shall cause all of the provisions of this contract in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

d. Selection Process

The Subrecipient shall undertake to insure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

3. Hatch Act

The Subrecipient agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

4. Conflict of Interest

The Subrecipient agrees to abide by the provisions of 24 CFR 84.42 and 570.611, which include (but are not limited to) the following:

a. The Subrecipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds.

b. No employee, officer or agent of the Subrecipient shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.

c. No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Subrecipient, or any designated public agency.

5. Lobbying

The Subrecipient hereby certifies that:

a. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

c. It will require that the language of paragraph (d) of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify and disclose accordingly:

6. Copyright

If this contract results in any copyrightable material or inventions, the Grantee and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use and to authorize others to use, the work or materials for governmental purposes.

7. Religious Activities

The Subrecipient agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

XI. ENVIRONMENTAL CONDITIONS

A. Air and Water

The Subrecipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C. , 7401, *et seq.*;
- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, *et seq.*, as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued hereunder;
- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR Part 50, as amended.
- Executive Order 11990, Protection of Wetlands;
- The Wild and Scenic Rivers Act of 1968, as amended, (16 U.S.C.S. 1271);
- The Safe Drinking Water Act of 1974, as amended (42 U.S.C.S. 30f et. seq.);
- The Clean Water Act of 1977 (Public Law 95-217);

B. Flood Disaster Protection

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the Subrecipient shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).

C. Lead-Based Paint

The Subrecipient agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR Part 35, Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment and/or abatement may be conducted.

D. Historic Preservation

The Subrecipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR Part 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on a Federal, state, or local historic property list.

E. Other provisions

The Subrecipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- The National Environmental Policy Act of 1969 (42 U.S.C. Sect. 4321 et. seq.) and 24 CFR Part 58;
- The Endangered Species Act of 1973, as amended (16 U.S.C.S. 1531 et. seq.);
- The Fish and Wildlife Coordination Act of 1958, as amended, (16 U.S.C.S. 661 et. seq.);
- The Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976 (re U.S.C.S. 6901 et. seq.).

XII. SEVERABILITY

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

XIII. SECTION HEADINGS AND SUBHEADINGS

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

XIV. WAIVER

The Grantee's failure to act with respect to a breach by the Subrecipient does not waive its right to act with respect to subsequent or similar breaches. The failure of the Grantee to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

XV. ENTIRE AGREEMENT

This agreement constitutes the entire agreement between the Grantee and the Subrecipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Grantee and the Subrecipient with respect to this Agreement.

Date: November ____, 2013

IN WITNESS WHEREOF, the Parties have executed this contract as of the date first written above.

City of Joplin, Missouri
A Municipal Corporation

Troy Bolander
Planning & Community Development
Manager

Joplin School District

Dr. C.J. Huff
Superintendent

Jeff Flowers
Board President

[NOTE: For the above sections, if the Subrecipient is a governmental or quasi-governmental agency, the applicable sections of 24 CFR Part 85, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," and OMB Circular A-87 would apply.]

STATE OF MISSOURI)
) ss.
COUNTY OF JASPER)

AFFIDAVIT OF COMPLIANCE
(Missouri Unauthorized Alien Workers Act)

My name is Dr. C.J. Huff and I am the Superintendent of Joplin School District I hereby represent, affirm and certify to the City of Joplin that my company does not knowingly employ any person who is an unauthorized alien in connection with contracted services with the City. I further affirm that my company is actively enrolled and participating in a federal work authorization program with respect to all employees working in connection with the contract services provided to the City.

_____
Dr. C.J. Huff, Affiant

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal this _____ day of _____, 2013.

_____
Notary Public

My commission expires:

_____

Attachment A

CDBG-DR Income/Demographic Form
(To Be Completed By Participant)

INSTRUCTIONS: The organization has participated in a federal program that is required to meet certain standards. Completion of this form is voluntary and this information will be kept confidential, with access only to the sub-subrecipient, administrating staff of the City of Joplin, and officials of Housing and Urban Development.

FAMILY SIZE: _____ person(s)

Family Size: give the number of persons in your family living with you in your household including husband, wife, and all dependents, as defined by the Internal Revenue Service (IRS).

FAMILY INCOME: $_____.00*

Family Income: give the total annual income from all family members, as determined on today's date; in IRS terms, this would be adjusted gross income.

***Support documentation is needed for this item. Refer to the Income Verification Survey.**

3. **ELDERLY: _____ person(s)**
   Elderly: how many persons in your family are 62 years of age and over?
4. **HANDICAPPED: _____ person(s)**
   Handicapped: how many persons in your family have a physical or mental impairment that substantially limits one or more of the individual's major life activities.
5. **ETHNICITY (Check one box only):** ☐ Hispanic or Latino ☐ Not Hispanic or Latino
6. **HEAD OF HOUSEHOLD:** ☐ Male ☐ Female
7. **RACIAL DESIGNATION**: (select one or more) for each household, enter the number of family members by each applicable race.

☐ White	☐ Black/African American	☐ Asian
☐ American Indian/Alaskan Native	☐ Native Hawaiian/Other Pacific Islander	☐ American Indian/Alaskan Native & White
☐ Asian & White	☐ Black/African American & White	☐ American Indian/Alaskan Native & Black/African American
☐ Other		

CERTIFICATION:

"To the best of my knowledge, the above information is true and can be verified if requested by proper officials of the Grantee, City of Joplin and HUD."

_____ _____

Print Name Date

_____

Sign Name

If you need assistance completing this form, please check with the Grantee for assistance.

For Grantee Use Only

Name of Grantee: _____

FAMILY SIZE (a)	LMI Families (See 2nd Page for Income Limits) Extremely Low (b)	Low (c)	Moderate (d)	TOTAL LMI PERSONS [(b)+(c)+(d)] * (a)	Non-LMI Families (e)	TOTAL Non-LMI PERSONS (e)*(a)
1 PERSON						
2 PERSONS						
3 PERSONS						
4 PERSONS						
5 PERSONS						
6 PERSONS						
7 PERSONS						
8 PERSONS						

1. TOTAL NUMBER OF SURVEYS DISTRIBUTED:		
2. TOTAL NUMBER OF HISPANIC OR LATINO:		
3. RACIAL DESIGNATION	NUMBER OF INDIVIDUALS	NUMBER OF HISPANIC (All Races Can Also Be Hispanic)
A. WHITE		
B. BLACK/AFRICAN AMERICAN		
C. ASIAN		
D. AMERICAN INDIAN /ALASKA NATIVE		
E. NATIVE HAWAIIAN/OTHER PACIFIC ISLANDER		
F. AMERICAN INDIAN/ALASKAN NATIVE & WHITE		
G. ASIAN &WHITE		
H. BLACK/AFRICAN AMERICAN & WHITE		
I. AM. INDIAN/ALASKAN NATIVE & BLACK/AFRICAN AM		
K. OTHER MULTI-RACIAL		

	NUMBER	PERCENT
4. ELDERLY/AGE 62 OR OLDER		
5. HANDICAPPED/DISABLED		
6. FEMALE HEAD OF HOUSEHOLD		

DATE:_____

SIGNATURE:_____

Return to: City of Joplin, Community Development, 602 South Main Street, Joplin, Missouri 64801 at the end of project.

FY 2013 Income Limits Summary

Joplin, MO MSA Median Income: $53,700

FY 2013 Income Limit Category	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Extremely Low (30%) Income Limits	$17,750	$20,250	$22,800	***$25,300***	$27,350	$29,350	$31,400	$33,400
Low (50%) Income Limits	$10,650	$12,200	$13,700	***$15,200***	$16,450	$17,650	$18,850	$20,100
Moderate (80%) Income Limits	$28,350	$32,400	$36,450	***$40,450***	$43,700	$46,950	$50,200	$53,400

The **Joplin, MO MSA** contains the following areas: Jasper County, MO ; and Newton County, MO .

For details on the calculation steps for each of the various parameters, please click the "Median Income" column heading or the Income Limits row labels ("Very Low-Income (50%) Limits", "Extremely Low-Income (30%) Limits", and "Low-Income (80%) Limits").

Income Limit areas are based on FY 2013 Fair Market Rent (FMR) areas. For a detailed account of how this area is derived please see our associated FY 2013 Fair Market Rent documentation system.

Attachment C

Public Service Grant Document Checklist

Name of Recipient:

All Activities Should Have the Following:

___ PSG Application	___ A-133 Audit Form and Letter
___ Grantee Information Sheet	___ E-Verify Affidavit
___ Program Information (brochures, etc.)	___ Income/Demographic Form
	___ Income/Demographic Summary
___ Signed Written Agreement	___ Reimbursement Records

Does the Activity Involve Asset Procurement? __Yes __No
If Yes, Include the following:

___ Procurement Threshold Chart	___ Bid Tabulation Forms (Telephone, Written, and Formal)

If the activity includes any rehab or construction of physical capital, please follow guidelines for a Public Facility Grant.

I. BUDGET

COMMUNITY DEVELOPMENT BLOCK GRANT – DISASTER RECOVERY
Round II Partial Plan #1 – Initial Budget

Infrastructure Activities	
Sidewalk Reconstruction/Construction (Design Only)	$ 588,000.00
Sanitary Sewer (Design & Construction Phase 1)	$ 4,500,000.00
Storm Sewer (Design Only)	$ 2,381,400.00
Curb & Gutter (Design Only)	$ 393,000.00
Sub Total	**$ 7,862,400.00**
Economic Development	
Sub Total	**$ 0.00**
Housing Activities	
Sub Total	**$ 0.00**
Public Service Activities	
Mental Health Needs (Joplin School District)	$ ~~332,730.00~~ 331,397.00
Sub Total	**$ ~~332,730.00~~ 331,397.00**
Program Administration Activities	
City of Joplin Administrative Costs	$ 101,951.30
Description: Pro-rata share of salary and benefits of Planning/ Community Development staff plus overhead including supplies, rent, etc	
Consultant Administrative Costs	$ 327,805.20
Description: Negotiated Administrative cost to allow for the hiring of a consulting firm to manage the majority of the grant admin and activities. **(5% maximum = $431,244.32)**	
Program Planning Activities	
Planning Activities (15% max. = $6,790,006.35)	$ 0.00
Sub Total (20% maximum)	**$ 429,756.50**
TOTAL BUDGETED CDBG-DR AWARD (of $113,276,000.00)	**$ ~~8,624,886.50~~ 8,623,553.50**

City of Joplin **City Council Agenda Item**

REQUESTED COUNCIL MEETING DATE: November 4, 2013
ITEM: Council Bill 2013-631 amending the Classification and Pay Plan adopted by Ordinance No. 2012-173, and authorizing the updating of certain job descriptions presently in use by the City and containing an emergency clause.

ORIGINATING DEPARTMENT: Department of Human Resources

ATTACHMENTS: Council Bill No. 2013-631, Summary Sheet, Descriptions for updated classifications, Revised Classification and Pay Plan.

DEPARTMENT HEAD:	Varying	**DATE:** 10/28/13
CITY MANAGER:	R. Mark Rohr	**DATE:** 10-29-13
CITY ATTORNEY:	Brian Head	**DATE:**
FINANCE DIRECTOR:	Leslie Haase	**DATE:**
HUMAN RESOURCES DIRECTOR:	Dave Allgood	**DATE:** 10/28/13

SUMMARY:
This Council Bill approves updating job descriptions for the Departments within the City of Joplin Classification and Pay System and a revised Classification and Pay Plan.

DISCUSSION:
The Classification and Pay Plan includes provisions whereby the Plan periodically can have classification titles and/or job descriptions revised. The Classification and Pay Plan was reviewed in June 2007 with the Envisioning Process to bring it in line with the Blueprint for the Future and has been changed to a new pay system on November 1, 2012 as requested by the Council.

Many of the job descriptions listed on the attached Summary Sheet represent updates brought about by the reorganization of the public works department as presented and approved by Council during its informal meeting on October 21, 2013. They and others also include updates in terminology, changes in technology, essential functions and adding the background check requirement to the qualifications. Some of these job descriptions have not been updated since 1993.

The revised Classification and Pay Plan reflects these changes as well.

The City Manager has reviewed and approved these descriptions.

RECOMMENDATION:
Staff recommends approval of this Council Bill.

COUNCIL BILL NO. 2013-631 **ORDINANCE NO. 2013-___**

AN ORDINANCE amending the Classification and Pay Plan adopted by Ordinance No. 2012-173 and authorizing revised job classification titles and updating position descriptions and containing an emergency clause.

WHEREAS, the City Council of the City of Joplin, Missouri, upon the recommendation of the Carl S. Becker Company, Inc., approved and implemented a Classification and Pay Plan on October 16, 2000, revised November 1, 2006, and occasionally added to since that time;

WHEREAS, that the Classification and Pay Plan included provisions whereby the Plan was reviewed beginning in June 2007 with the Envisioning Process to determine second tier management staffing levels in specific departments and to be in line with the Blueprint for the Future I and II; and,

WHEREAS, these job descriptions are updates only and serve to revise many position descriptions that were written in 1993; and,

WHEREAS, the City Council of the City of Joplin, Missouri, upon recommendation of the City Staff, approved and implemented a new Classification and Salary Administration Plan on August 20, 2012 to be affected November 1, 2012;

WHEREAS, the Personnel Board and the City Manager have reviewed and approved these updated job descriptions.

WHEREAS, the City Manager has reviewed the Classification and Pay Plan amendments and is recommending these to the Council as stated above;

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

Section 1. That the Classification and Pay Plan adopted by the Council of the City of Joplin, Missouri, on August 20, 2012 by Ordinance No. 2012-173, and allows for functional and organization changes.

Section 2. That the classifications as attached hereto and indicated on the "Summary Sheet" are hereby established.

Section 3. That this being an Ordinance affecting expenditures of the City government and having to do with the expenditure of public funds, shall be considered and Emergency Ordinance within the meaning of Section 2.12(3) (4) of the Home Rule Charter of the City of Joplin, Missouri, and as such shall become effectively immediately upon its passage.

PASSED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, this _____ day of _____, 2013 by a vote of _____.

_____
Melodee Colbert-Kean, Mayor

ATTEST:

_____
Barbara Hogelin, City Clerk

APPROVED AS TO FORM:

_____
Brian Head, City Attorney

City of Joplin

31-Oct-13

SUMMARY SHEET

Position	department	job desc - update/new completed	pay grade change - yes - no	org pay grade	updated pay grade	comments	Date to Personnel	Action
Director of Public Works	Public Wks	yes (update)	no	410	no chg	updated job description only	10/30/2013	Approvd
Asst Dir PW/Planning Development	Public Wks	yes (update)	no	380	no chg	updated job description only	10/30/2013	Approvd
Asst Dir PW/Operations	Public Wks	yes (update)	no	380	no chg	updated job description only	10/30/2013	Approvd
Engineering Manager	Public Wks	yes (update)	yes	380	370	position changed to engineering mger only - no longer asst PW Director	10/30/2013	Approvd
Chief Building Offical	Public Wks	yes (update)	no	340	no chg	position changed to CBO only, no longer Nbrhd Imp & Bldg Code Sup	10/30/2013	Approvd
Laborer II	Public Wks	yes (update)	no	130	no chg	updated job description only	10/30/2013	Approvd
Transit Driver II	Public Wks	yes (update)	no	130	no chg	updated job description only	10/30/2013	Approvd
Wastewater Lab Supervisor	Public Wks	yes (update)	no	300	no chg	updated job description only	10/30/2013	Approvd
Neighboorhood Services Manager	Public Wks	yes (update)	yes	140	350	updated job description - reclassified from Community Develmt Asst	10/30/2013	Approvd
Civil Engineer II	Public Wks	no/sal class chg only	yes	340	360	pay grad chg based on survey data from other cities to bring more in line	10/30/2013	Approvd
Civil Engineer I	Public Wks	no/sal class chg only	yes	320	340	pay grad chg based on survey data from other cities to bring more in line	10/30/2013	Approvd
Jail Shift Supervisor	Police	yes (update)	no	170	no chg	updated job description only	10/30/2013	Approvd
Fleet Maintenance Supervisor	City Mger	yes (update)	no	300	no chg	updated job description only	10/30/2013	Approvd
Asst Dir Parks and Recreation	Parks & Rec	yes (new)	yes (new)	na	360	new position - pay grade based on survey data from other cities	10/30/2013	Approvd

JOB DESCRIPTION
CITY OF JOPLIN
DIRECTOR OF PUBLIC WORKS

TITLE: DIRECTOR OF PUBLIC WORKS

DEPARTMENT: PUBLIC WORKS

REPORTS TO: CITY MANAGER

DESCRIPTION:

Under general direction, plans, organizes, directs and administers the public works functions of the City of Joplin.

DUTIES AND RESPONSIBILITIES:

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

- Attendance and dependability are extremely important in this position and requires a high level of confidentiality.

SPECIFIC TASKS AND RESPONSIBILITIES:

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

- Organizes, coordinates, and directs, through subordinate supervisory staff, the work of crews involved in a variety of public works oriented activities, including street maintenance and repair, wastewater treatment, planning and inspection, and the operation of the airport; assesses/evaluates the need for new or expanded services or activities in these areas and makes appropriate recommendations to the City Manager.
- Prepares annual budget request and manages operating and capital budgets, including determining priorities and allocating resources; selects, trains, monitors, reviews and evaluates the work of subordinate supervisory staff to ensure that all operating divisions are achieving expected/established service levels and maximizing resource usage; meets with the public to explain various services and to identify and resolve problems and complaints. Sets goals and expectations of staff to ensure that overall City objectives and projects are clearly understood and steps are taken to accomplish.
- Confers with and provides technical engineering advice to engineering staff, consulting engineers and contractors regarding the design, construction, maintenance, and repair of streets, sidewalks, sewer lines, traffic controls, and municipal structures and facilities; oversees the review and approval of engineering drawings, plans, and blueprints to ensure compliance with established project specifications and established engineering standards; prepares project status reports and budget estimates.
- Confers and coordinates activities with State, Federal, and local engineering, environmental, and public works agencies/organizations; speaks before various civic and professional organizations on Public Works matters; presents periodic reports to the City Manager regarding Public Works Department operations.

GENERAL PHYSICAL REQUIREMENTS:

LANGUAGE ABILITY AND INTERPERSONAL COMMUNICATION

- Knowledge of management principles as related to overseeing a large diverse department.
- Skill in establishing and maintaining effective working relationships with elected City officials, other Department management staff, and the public.

MATHEMATICAL ABILITY

- Skill in planning, organizing, actuating, directing and control of a municipal public works program.
- Skill in evaluating complex public works oriented engineering designs, drawings, and plans to ensure compliance with established project specifications and engineering standards.

JUDGMENT AND SITUATIONAL REASONING ABILITY

- Knowledge of the principles and practices of public administration, including budgeting, program planning/development, project management, and employee training and supervision.
- Knowledge of civil engineering, public works, and municipal utility operations.
- Skill in managing multiple projects and tasks concurrently.
- Skill in interpreting complex public works oriented engineering designs, drawings, plans, and regulations.

PHYSICAL REQUIREMENTS

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

ENVIRONMENTAL ADAPTABILITY

- Knowledge of Joplin City Charter/Code regarding public works functions/activities.

GENERAL QUALIFICATIONS:

- A bachelor's of Science degree in Engineering accredited by the Accreditation Board for Engineering and Technology, Inc. (ABET).
- Experience equivalent to four years of professional engineering and five to seven years of upper management level supervisory experience, preferably in a public works setting.
- Must possess a valid driver's license and be able to successfully complete a thorough background check, and successfully complete a physical exam and drug test.

CERTIFICATION

- Must possess registration as Professional Engineer in the State of Missouri within one year of assuming the position.

JOB DESCRIPTION
CITY OF JOPLIN
ASSISTANT DIRECTOR OF PUBLIC WORKS/PLANNING AND DEVELOPMENT

TITLE: ASSISTANT DIRECTOR OF PUBLIC WORKS/PLANNING AND DEVELOPMENT

DEPARTMENT: PUBLIC WORKS

REPORTS TO: IMMEDIATE SUPERVISOR

DESCRIPTION:

Under general direction, plans, organizes and administers the planning and community development functions of the City of Joplin. Reports to the Director of Public Works.

DUTIES AND RESPONSIBILITIES:

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

- Attendance and dependability.

TASKS AND RESPONSIBILITIES:

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

- Organizes, coordinates, and directs, a variety of planning and community development oriented tasks and functions and assesses and evaluates new or expanded economic development needs of the City and makes appropriate recommendations. Oversees annexation issues. In addition oversees the; building, engineering, neighborhood services and planning divisions. May function as Public Works Director during an absence of the Public Works Director.
- Prepares annual budget request and manages operating and capital budgets within the division, including determining priorities and allocating resources; selects, trains, and evaluates the work of staff to ensure that all are achieving established goals and maximizing resources. Oversees grant programs and accomplishments with HUD, HOME, CDBG and EDA.
- Conducts public meetings and meets with groups and committees to identify and resolve problems.
- Serves as senior planner for the department. Provides professional planning assistance to members of the community. Conducts research and prepares statistical reports on land use, physical, social and economic conditions and issues.
- Coordinates and responds to annexation issues from the public, both voluntary and involuntary. Works with other departments and prepares reports to evaluate requests for review by the City Manager and consideration by City Council.
- Confers and coordinates activities with State, Federal, and local planning and development agencies and firms. Speaks before various civic and professional organizations; presents reports to the City Manager and City Council on individual projects as necessary.

PHYSICAL REQUIREMENTS:

LANGUAGE ABILITY AND INTERPERSONAL COMMUNICATION

- Skill in establishing and maintaining effective working relationships with elected City officials, other Department management staff and the public.

MATHEMATICAL ABILITY

- Knowledge of the principles and practices of public administration, municipal government, including budgeting, program planning/development, project management, and employee training and supervision.

JUDGMENT AND SITUATIONAL REASONING ABILITY

- Skill in evaluating complex plans to ensure compliance with established project specifications and standards.
- Skill in planning, organizing, and directing program.
- Skill in managing multiple projects simultaneously.

PHYSICAL REQUIREMENTS

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

ENVIRONMENTAL ADAPTABILITY

- Knowledge of Joplin City Charter/Code.

QUALIFICATIONS:

- An undergraduate degree in Public Administration or Urban Planning.
- Experience equivalent to five years of professional planning experience, at least three of which must have been in a public sector setting.
- Preference given to a master's degree in planning or a related field.
- AICP certification preferred.
- Experience in staffing and supervision, finance and budget control and project planning and management.
- Must be able to successfully complete a thorough background check, and successfully complete a physical exam and drug test.

JOB DESCRIPTION
CITY OF JOPLIN
ASSISTANT DIRECTOR OF PUBLIC WORKS/OPERATIONS

TITLE: ASSISTANT DIRECTOR OF PUBLIC WORKS/OPERATIONS

DEPARTMENT: PUBLIC WORKS

REPORTS TO: IMMEDIATE SUPERVISOR

DESCRIPTION:

Under general supervision, oversees and directs the day-to-day operations of a number of divisions in the Public Works Department.

DUTIES AND RESPONSIBILITIES:

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

- Attendance and dependability.
- Must maintain confidentiality

TASKS AND RESPONSIBILITIES:

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

- Confers and coordinates activities with State, Federal, and local environmental and public works agencies/organizations; speaks before various civic and professional organizations on Public Works matters; presents periodic reports to the Public Works Director regarding community services activities; oversees the overall operations of the Public Works Department in the capacity of Operations Manager. May function as the Public Works Director during the Public Works Directors absence.
- Organizes, coordinates, assigns, and reviews the work of staff involved in a variety of public works oriented activities, including environmental services such as wastewater treatment, solid waste management, sewer maintenance, facilities maintenance, infrastructure maintenance, public transportation and airport oversight.
- Works with Risk Management in the evaluation, development and implementation of the Public Works Department's safety program, including identifying safety oriented training needs, conducting training, retaining instructors, evaluating/selecting courses to meet the needs, scheduling employees' attendance, evaluating course effectiveness, and spot checking employees at their job sites to ensure they are complying with established safety procedures, practices, and guidelines. Reports any violations observed and recommends appropriate disciplinary actions.
- Presents reports to the City Manager and City Council on individual projects as necessary.

PHYSICAL REQUIREMENTS:

LANGUAGE ABILITY AND INTERPERSONAL COMMUNICATION

- Skill in establishing and maintaining effective working relationships with elected City officials, other Department management staff, and the public.
- Knowledge of public works operations, including environmental services, customer services, building, and fleet operations.

MATHEMATICAL ABILITY

- Knowledge of the principles and practices of municipal government, including budgeting, project management, program planning and development, employee training and supervision, and public works management.

JUDGMENT AND SITUATIONAL REASONING ABILITY

- Skill in researching, analyzing, and evaluating public works services and functions.
- Skill in interpreting complex public works regulations.
- Skill in evaluating complex public works oriented management standards.
- Skill in planning, organizing, and directing the work of staff.
- Skill in developing and implementing departmental safety policies and procedures.
- Skill in managing multiple projects simultaneously.

PHYSICAL REQUIREMENTS

- Requires high levels of sitting and standing; manual dexterity sufficient to operate essential job related equipment such as computers, typewriters, calculators, FAX machines, copiers, and telephones; must be sighted, hearing, and mobile to such a degree as not to compromise safety rules or the safety of self or others while working.

ENVIRONMENTAL ADAPTABILITY

- Knowledge of Joplin City Charter/Code regarding public works functions/activities.
- Knowledge of principles, practices, and techniques for developing and implementing an employee safety program.
- Knowledge of wastewater treatment facilities operations.

QUALIFICATIONS:

- An undergraduate degree in Engineering, Public Administration, Business Administration, or closely related area.
- Experience equivalent to five years full time supervisory, managerial, or administrative work in a public works organization.
- Must be able to successfully complete a thorough background check, and successfully complete a physical exam and drug test.

JOB DESCRIPTION
CITY OF JOPLIN
ENGINEERING MANAGER

TITLE: ENGINEERING MANAGER

DEPARTMENT: PUBLIC WORKS

REPORTS TO: IMMEDIATE SUPERVISOR

DESCRIPTION:

Under general supervision, oversees and directs the day-to-day engineering activities of the Public Works Department.

DUTIES AND RESPONSIBILITIES:

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

- Attendance and dependability are extremely important in this job.
- Must maintain a high level of confidentiality.

TASKS AND RESPONSIBILITIES:

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

- Oversees the review and approval of engineering drawings, plans, and blue prints to ensure compliance with established project specifications and established engineering standards. Confers with and provides technical engineering advice to consulting engineers and contractors regarding the design, construction, maintenance, and repair of streets, sidewalks, sewer lines, traffic controls, and municipal structures and facilities; prepares project status reports and budget estimates. Plans and establishes engineering schedules and follows up on performance against the estimates.
- Coordinates activities with State, Federal, and local engineering, environmental, and public works agencies/organizations; speaks before various organizations on Public Works matters; presents reports regarding engineering projects and activities.
- Organizes, coordinates, assigns, and reviews the work of subordinate engineering staff involved in a variety of public works engineering related activities, including street design, general field surveys, bid and contract development, public works construction project inspection, and the design, construction and renovation of City buildings and facilities; meets with engineers, contractors, property owners, and the public to explain public works projects and resolve problems.
- Manages and trains the engineering team. Administers functions such as recruiting, hiring, reviewing performance and approving salary adjustments. Prepares and controls the division budget, forecasts operating costs of the division and assists in the preparation of budget requests. May prepare reports to the City Manager and City Council on individual projects as necessary.

PHYSICAL REQUIREMENTS:

LANGUAGE ABILITY AND INTERPERSONAL COMMUNICATION

- Skill in establishing and maintaining effective working relationships with elected City officials, other Department management staff, and the public.

MATHEMATICAL ABILITY

- Knowledge of the principles and practices of public administration, including budgeting, program planning/development, project management, and employee training and supervision.

JUDGMENT AND SITUATIONAL REASONING ABILITY

- Skill in interpreting complex public works oriented engineering designs, drawings, plans, and regulations.
- Skill in evaluating complex public works oriented engineering designs, drawings, and plans to ensure compliance with established project specifications and engineering standards.

PHYSICAL REQUIREMENTS

- Requires high levels of sitting and standing; manual dexterity sufficient to operate essential job related equipment such as computers, calculators, FAX machines, copiers, plotters and telephones; must be sighted, hearing, and mobile to such a degree as not to compromise safety rules or the safety of self or others while working.

ENVIRONMENTAL ADAPTABILITY

- Knowledge of civil engineering, public works, and municipal utility operations.
- Knowledge of Joplin City Charter/Code regarding public works functions/activities.
- Skill in planning, organizing, and directing the work of subordinate engineering staff.

QUALIFICATIONS:

- A Bachelor's degree in Civil Engineering or closely related area of engineering.
- Experience equivalent to four years of professional engineering, at least two of which must have been in a public works setting.
- Must possess registration as Professional Engineer in the State of Missouri.
- Must possess a valid driver's license and be able to successfully complete a thorough background check, and successfully complete a physical exam and drug test.

JOB DESCRIPTION
CITY OF JOPLIN
CHIEF BUILDING OFFICIAL

TITLE: CHIEF BUILDING OFFICIAL

DEPARTMENT: PUBLIC WORKS

REPORTS TO: IMMEDIATE SUPERVISOR

DESCRIPTION:

Under general supervision, plans, coordinates, and reviews the day-to-day activities of subordinate staff responsible for building inspection and plan review.

DUTIES AND RESPONSIBILITIES:

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

- Attendance and dependability are extremely important in this job.
- Must maintain confidentiality.
- Plans, coordinates, assigns, and reviews the work of building inspectors and other support staff to ensure that new construction/remodeling projects for residential and commercial structures in the City of Joplin comply with established City zoning and building codes/ordinances and basic building codes and guidelines. Reviews construction plans for code compliance.
- Meets with architects, engineers, contractors, and home/business owners to explain City of Joplin building code and ordinances and basic building codes; investigates and resolves problems/disputes between inspection staff and home/business owners regarding code compliance; oversees issuance of construction oriented permits/licenses.
- Represents the City in meetings with the media, the Zoning Board of Adjustment and the Building Board of Appeals; develops and implements annual budget for the Building Division, including maintaining an inventory of equipment, supplies, and materials needed for the efficient, effective operation of the Division and ordering additional stock as necessary; maintains records and prepares reports.

TASKS AND RESPONSIBILITIES:

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

PHYSICAL REQUIREMENTS:

LANGUAGE ABILITY AND INTERPERSONAL COMMUNICATION

- Skill in establishing and maintaining effective working relationships with property owners, architects, engineers, construction contractors, other staff, and the public.

MATHEMATICAL ABILITY

JUDGMENT AND SITUATIONAL REASONING ABILITY

- Knowledge of City of Joplin building and zoning codes and ordinances to be enforced.
- Knowledge of regulations and procedures for issuing building/sign permits.
- Knowledge of basic building codes and guidelines, including electrical, plumbing, and general construction codes.
- Knowledge of general management principles and practices, including budgeting, program/project planning and evaluation, and employee supervision and training.

- Skill in planning, organizing, and directing the activities of a municipal enforcement/regulatory agency.
- Skill in understanding and interpreting complex statutes, ordinances, regulations, and standards.
- Skill in reviewing and evaluating the work of subordinate staff to ensure that established regulatory/enforcement program standards are met.
- Skill in reading and understanding construction plans and blueprints.
- Skill in understanding and interpreting complex regulations and guidelines.
- Skill in inspecting property to identify violations of City of Joplin zoning and building codes and ordinances and violations of basic building codes and guidelines.
- Requires a high level ability to communicate orally and in written correspondence.

PHYSICAL REQUIREMENTS

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

ENVIRONMENTAL ADAPTABILITY

- Knowledge of the location of streets and addresses in the City of Joplin.

QUALIFICATIONS:

- A Bachelor's degree in engineering or construction management, or closely related field and experience equivalent to five years full time construction project management, at least two years of which involved supervisory responsibilities; OR additional construction project management experience may substitute for the required education on a year for year basis.
- Must possess a valid driver's license and be able to successfully complete a thorough background check, and successfully complete a physical exam and drug test.

JOB DESCRIPTION
CITY OF JOPLIN
LABORER II

TITLE: LABORER II

DEPARTMENT: PUBLIC WORKS AND PARKS & RECREATION DEPARTMENT

REPORTS TO: IMMEDIATE SUPERVISOR

DESCRIPTION:

Under direct to general supervision, is responsible for performing strenuous unskilled or semi-skilled labor of routine difficulty, including semi-skilled building maintenance, and routine landscape/grounds maintenance.

DUTIES AND RESPONSIBILITIES:

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

- Attendance and dependability.

TASKS AND RESPONSIBILITIES:

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

- Mows lawns, trims plants and shrubs, and prunes bushes and trees; physically moves large quantities of dirt and turf; operates equipment such as riding and push lawn mowers, brush hog, air hammer, weed-eaters, and pickup and larger trucks; assists Equipment Operator in opening and closing grave sites and setting markers/vases; picks up trash and maintains clean appearance of parks and cemeteries; cleans and maintains grounds keeping equipment and tools; operates rubber tire loader.
- Cleans and maintains restrooms and other park/recreation facilities, including picking up trash, washing facilities inside and out, making sure that restrooms are supplied with soap, toilet paper, and paper towels, and painting/performing minor plumbing repairs as necessary; performs repairs requiring light carpentry and routine electrical work; performing any building and grounds maintenance work necessary to ensure that City facilities are clean and neat.
- Maintains the buildings, grounds, and equipment at the City's wastewater treatment plants, including sweeping and mopping floors, cleaning and sanitizing laboratory, restroom, and lunch room areas, changing light bulbs, and painting; performs minor plumbing, carpentry, and electrical repair/maintenance work as necessary; cleans clarifiers, sludge drying pits, and skims scum from digesters; applies herbicides and insecticides as necessary; mows and trims grounds areas.
- Performs a variety of strenuous manual labor activities associated with repairing/maintaining streets and alleys, excavating and repairing sewer breaks and line stoppages, setting traffic signs and signal lights, cleaning catch basins, and picking up and hauling trash and debris from City owned/maintained parks, golf courses, cemeteries, wastewater treatment plants, and buildings.

PHYSICAL REQUIREMENTS:

LANGUAGE ABILITY AND INTERPERSONAL COMMUNICATION

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

MATHEMATICAL ABILITY

JUDGMENT AND SITUATIONAL REASONING ABILITY

- Knowledge of general grounds/landscape maintenance procedures and techniques, including the application of herbicides and insecticides.
- Skill in operating and maintaining a variety of tools and equipment used in buildings and grounds maintenance work.
- Skill in understanding and following oral and written instructions.

PHYSICAL REQUIREMENTS

- Requires high levels of standing, bending, twisting, pushing, pulling, reaching, squatting, and carrying; requires being able to regularly lift 50 pounds and occasionally 75 pounds; manual dexterity to such a degree as to allow proper assembly, maintenance, and operation of job related equipment such as specialized maintenance tools or equipment; must be sighted, hearing, and mobile to such a degree as to not compromise safety rules or the safety of self/others while working; must possess visual depth perception.
- Skill in performing strenuous manual labor work.

ENVIRONMENTAL ADAPTABILITY

- Knowledge of general building maintenance procedures and techniques, including carpentry, plumbing, painting, and electrical repair.
- Knowledge of the general procedures and techniques for the repair and maintenance of small engine gas powered tools and equipment.
- Knowledge of the operating procedures and techniques for a variety of buildings and grounds maintenance tools and equipment.
- Skill in repairing a variety of small gas engine powered tools and equipment.

QUALIFICATIONS:

- Graduation from high school or G.E.D. and one year of experience performing manual labor or buildings/grounds maintenance work.
- Must possess a valid Missouri Commercial Driver's license, or be able to obtain within 90 days of employment.
- Must possess a Hazmat certification (within the Streets Division), or be able to obtain within 90 days of employment.
- Must be able to successfully complete a thorough background check, and successfully complete a physical exam and drug test.

JOB DESCRIPTION
CITY OF JOPLIN
TRANSIT DRIVER II

TITLE: TRANSIT DRIVER II

DEPARTMENT: PUBLIC WORKS

REPORTS TO: IMMEDIATE SUPERVISOR

DESCRIPTION:

Under supervision, is responsible for providing public transportation in a demand response mode for the Metro Area Public Transit System or (MAPS) and in a deviated fixed route mode for the Sunshine Lamp Trolley. Drivers make scheduled pick-ups and drop-offs for riders, who maybe elderly or disabled. Position requires excellent knowledge of service area, safe driving skills, sensitivity toward riders, and physical ability to push and secure heavy wheeled mobility devices.

DUTIES AND RESPONSIBILITIES:

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

- Attendance and dependability.
- Safety of passengers while in the vehicle during transit.

TASKS AND RESPONSIBILITIES:

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

- Operates equipment, such as a 25'-35' trolley in a proper and safe manner.
- Must follow daily computerized manifest of scheduled trips, accurately count fares, push heavy wheel chairs, bend and kneel to secure wheeled mobility devices, perform daily vehicle inspections, clean and maintain equipment, and assist passengers with disabilities.

PHYSICAL REQUIREMENTS:

LANGUAGE ABILITY AND INTERPERSONAL COMMUNICATION

- Skill in understanding and following oral and written instructions.
- Skill in establishing and maintaining effective working relationships with other City employees and the public
- Skill in providing quick, friendly service in a fast paced environment.
- Must have a neat appearance, a pleasant attitude, and a courteous manner.
- Must be able to work closely with the public, with diverse groups of people and have good public relations and/or communications skills.

MATHEMATICAL ABILITY

- Skill in accurately count fares

JUDGMENT AND SITUATIONAL REASONING ABILITY

- Some knowledge of the proper use and storage of safety equipment, including wheel chair security straps, bio-hazard kits for emergency cleanups, and first-aid kits.
- Some knowledge of techniques for understanding/ assisting individuals with disabilities.
- Skill in effectively operating vehicle in a safe and professional manner.

PHYSICAL REQUIREMENTS

- Knowledge of general vehicle maintenance procedures and techniques, including the ability to perform a vehicle safety pre-inspection.

- Requires high levels of: balancing, climbing, grasping, kneeling, lifting, pulling, pushing, reaching, sitting, standing, squatting, and twisting.
- Must be able to step up and down bus steps to assist disabled passengers on and off the bus.
- Manual deployment of the wheelchair ramp requires being able to lift up to 35 pounds.
- Occasionally required to push, pull, slide, or partially lift passengers in wheelchairs/ mobility aids, bicycles, or strollers for passengers.

ENVIRONMENTAL ADAPTABILITY

- Comprehensive street knowledge of service area including the cities of Joplin, Webb City, Carterville, and Carl Junction.
- Skill in defensive driving techniques.

QUALIFICATIONS:

- Completion of high school or G.E.D and some experience driving professionally.
- Position requires a valid Class B or higher CDL with passenger and airbrake endorsements. Applicants without an airbrake endorsement are acceptable provided they obtain their airbrake endorsement within the first 60 days of hire.
- Must possess a valid driver's license and be able to successfully complete a thorough background check, and successfully complete a physical exam and drug test.

JOB DESCRIPTION
CITY OF JOPLIN
WASTEWATER LABORATORY SUPERVISOR

TITLE: WASTEWATER LABORATORY SUPERVISOR

DEPARTMENT: PUBLIC WORKS

REPORTS TO: IMMEDIATE SUPERVISOR

DESCRIPTION:

Under general supervision, oversees the operation of the waste water treatment laboratory and performs a variety of laboratory tests to ensure compliance with applicable State and Federal laws, rules, and regulations.

DUTIES AND RESPONSIBILITIES:

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

- Attendance and dependability.

TASKS AND RESPONSIBILITIES:

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

- Resolves day-to-day questions/problems from subordinate staff regarding appropriate equipment, materials, methods, and procedures to be used in conducting and analyzing tests of wastewater influent/effluent; trains new/less experienced workers in procedures/techniques for performing a variety of laboratory tests used to monitor and identify kinds and amounts of solids, bacteria, nutrients, various chemicals, and related organic/inorganic materials in influent/effluent at various stages of treatment.
- Conducts or supervises a variety of laboratory tests to monitor and identify kinds and amounts of solids, bacteria, nutrients, various chemicals/metals, and related organic/inorganic materials in effluent at various stages of treatment, including final discharge; tests and/or calibrates laboratory equipment to ensure accurate and consistent test results; logs results and maintains records of all tests and prepares required State and Federal wastewater treatment oriented reports.
- Prepares a variety of reagents and culture media to facilitate waste water testing and ensure accurate and consistent test results; resolves day-to-day questions/problems from treatment plant operators regarding appropriate materials, methods, and procedures to be used in taking samples of influent and effluent; answers questions from the public regarding wastewater treatment laboratory procedures and activities; maintains inventory of supplies/materials needed, ordering additional supplies as needed.

PHYSICAL REQUIREMENTS:

LANGUAGE ABILITY AND INTERPERSONAL COMMUNICATION

- Skill in establishing and maintaining effective working relationships with other staff and the public.

MATHEMATICAL ABILITY

- Skill in conducting a variety of laboratory tests related to wastewater treatment plant operations.
- Skill in maintaining standard laboratory equipment, including preparing solutions/media, checking and calibrating equipment, and operating sterilization equipment.
- Skill in preparing a variety of records and reports.

JUDGMENT AND SITUATIONAL REASONING ABILITY

- Knowledge of standard laboratory tests conducted to monitor and identify kinds and amounts of solids and/or bacteria in treated effluent.
- Skill in managing the day-to-day operations of a wastewater treatment laboratory.

- Skill in following complex oral and written instructions, procedures, and guidelines.

PHYSICAL REQUIREMENTS

- Requires high levels of sitting and standing; must be mobile to such a degree that allows efficient and effective job related movement such as moving around a work area or building to perform essential job functions; requires color and depth perception; low levels of twisting and bending; must have degree of manual dexterity sufficient to operate common office equipment such as computers, typewriters, copiers, FAX machines, telephones, and laboratory apparatus.

ENVIRONMENTAL ADAPTABILITY

- Knowledge of the general principles and practices of wastewater treatment.
- Knowledge of State and Federal regulations, standards, and criteria regarding the discharge of effluent.
- Knowledge of State and Federal regulations, standards, and guidelines regarding wastewater treatment and treatment plant operations.
- Knowledge of State and Federal recordkeeping and reporting requirements for wastewater treatment plant operations.
- Knowledge of the principles and practices of employee supervision and training.

QUALIFICATIONS:

- A Bachelor's degree in Chemistry or closely related laboratory science and experience equivalent to four years full time laboratory analysis work.
- Must possess or be able to test and achieve a Missouri Class “D” Wastewater License and Missouri Class “B” Analyst License within one year of appointment.
- Must possess a valid driver’s license and be able to successfully complete a thorough background check, and successfully complete a physical exam and drug test.

JOB DESCRIPTION
CITY OF JOPLIN
NEIGHBORHOOD SERVICES MANAGER

TITLE: NEIGHBORHOOD SERVICES MANAGER

DEPARTMENT: PUBLIC WORKS DEPARTMENT

REPORTS TO: IMMEDIATE SUPERVISOR

DESCRIPTION:

Under general supervision, performs a variety of duties related to City of Joplin community and neighborhood development function, as well as plans, coordinates, and reviews the day-to-day activities of subordinate staff responsible for neighborhood and volunteer programming.

DUTIES AND RESPONSIBILITIES:

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

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

TASKS AND RESPONSIBILITIES:

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

- Manages the Neighborhood Revitalization Program and oversees the development of other neighborhood plans; implements strategies for the revitalization of city neighborhoods; facilitates collaborative links between the City of Joplin and community organizations, neighborhoods and local institutions involved in programs to strengthen families and neighborhoods.
- Plans, coordinates, assigns and reviews the work of Neighborhood Services activities and staff to ensure that strategies and programs for the revitalization of the city's neighborhoods are met. Advises neighborhood associations and groups on available resources to meet a particular need in the neighborhood.
- Gathers data and performs analysis on information about neighborhood trends. Generates queries and reports from databases to provide information for projects.
- Serves as the liaison between the neighborhoods and city staff and volunteers. Interacts with community representatives and City departments concerning the neighborhood planning process.
- Supervises the volunteer functions for city projects and programs as they pertain to working in neighborhoods. Assists other agencies with their volunteers and assigns projects and deadlines.
- May assist with the preparation of state and federal grant applications and administration of awarded grants. Compiles data required to meet grantor standards. Summarizes information and data and prepares documents in support of the neighborhood services function. Evaluates community and neighborhood needs, ensures work quality, evaluates progress, recommends changes, identifies problem areas and determines successes.
- Requires a high level ability to communicate orally and in written correspondence.

PHYSICAL REQUIREMENTS:

LANGUAGE ABILITY AND INTERPERSONAL COMMUNICATION

- Skill in establishing and maintaining effective working relationships with the employees, community leaders and the general public and all areas of the city.

- Ability to maintain effective relationships with those inside and outside of the organization.

MATHEMATICAL ABILITY
- Skill in maintaining a variety of records and preparing a variety of reports.
- Ability to use hardware and software to track data and accumulate results.

JUDGMENT AND SITUATIONAL REASONING ABILITY
- Ability to interpret federal, state and local program regulations.
- Ability to write and communicate effectively.
- Skill in expressing ideas effectively, both orally and in writing.

PHYSICAL REQUIREMENTS
- Skill in operating a variety of office equipment, including FAX machines, computers, calculators, telephones and copiers.
- May require long periods of sitting.
- Must be mobile to such a degree that allows efficient, effective essential job related movement such as moving around and between buildings or work areas to perform essential job functions.
- Low levels of twisting and bending may be required.
- Must have manual dexterity sufficient to operate equipment such as computers, typewriters, calculators, copiers, FAX machines, and telephones.

ENVIRONMENTAL ADAPTABILITY
- Knowledge of economic and social characteristics and needs of the different community areas.
- Knowledge of the City of Joplin's policies, procedures, and guidelines.
- Knowledge of enforcement procedures for city code/ordinance violations.
- Knowledge of grantor guidelines.
- Knowledge of community development principles and practices.
- Knowledge of program regulations.
- Skill in researching and preparing informational materials.

QUALIFICATIONS:
- An undergraduate degree in Public Administration, Business Administration, Planning, or a closely related field.
- Five years related experience.
- Supervisory experience preferred.
- Experience in working with a variety of individuals, volunteers and/or groups are desired.
- Experience in working with grants and gathering and analyzing data.
- Must possess a valid driver's license and be able to successfully complete a thorough background check (must not have a criminal record or any felony convictions) and successfully complete a physical exam and drug test.

JOB DESCRIPTION
CITY OF JOPLIN
JAIL SHIFT SUPERVISOR

TITLE: JAIL SHIFT SUPERVISOR

DEPARTMENT: JOPLIN POLICE DEPARTMENT

REPORTS TO: IMMEDIATE SUPERVISOR

DESCRIPTION:

Under general supervision, supervises all aspects of a facility. Supervises activities, safety and security in assigned area of responsibility. Supervises activities of detention officers and assignments. Ensures that facility security is maintained under all circumstances. Reports all violations of policies and procedures and keeps the Administrator apprised of unusual or serious incidents in and around the facility that involve inmates or staff and have an impact on the facility or community.

DUTIES AND RESPONSIBILITIES:

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

- Attendance and dependability are extremely important in this job.

TASKS AND RESPONSIBILITIES:

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

- In accordance with City policy, State Standards, Police Department procedures and other applicable regulations, implements facility policy and procedures for the proper operation of the facility.
- Perform duties on shift as assigned;
- Directs and supervises all aspects of security for the assigned shift;
- Ensures that all subordinate staff is in proper and complete uniform for performance of their duties;
- Serves on Disciplinary Board;
- Assists in the training of new staff and retraining of existing staff.
- Responsibility to see that policies and procedures for equipment, inmate's valuables and bond money are implemented for all jail staff.
- Reviews procedures to ensure suitability and makes recommendations for changes as required;
- Assist jail staff in their assigned duties when needed.

PHYSICAL REQUIREMENTS:

LANGUAGE ABILITY AND INTERPERSONAL COMMUNICATION

- Skill in establishing and maintaining effective working relations with others and handle difficult interpersonal contacts;
- Skill in expressing oneself, clearly and concisely, both orally and in writing;

MATHEMATICAL ABILITY

- Implementation for inmate's valuables and bond money.

JUDGMENT AND SITUATIONAL REASONING ABILITY

- Skill in applying supervision techniques to problems of administration and devise workable solutions;
- Skill in assigning, training, supervising and evaluating the work of others.
- Skill in supervising the preparation of a variety of standard records and reports;

PHYSICAL REQUIREMENTS

- Strong hand-eye coordination;

- Ability to: use personal computers for logs;
- Climb stairs; move heavy objects via pushing, pulling, etc; crawl through small spaces; kneel or crouch in small, confined areas; lift materials, equipment and persons exceeding 100lbs.;
- Adjust to disruptions in sleep patterns as a result of rotation and/or irregular shift work.

ENVIRONMENTAL ADAPTABILITY

- Knowledge of the principles and practices of detention facility management;
- Knowledge of pertinent corrections law, rules and regulations;
- Knowledge of the principles and practices of supervision and training;
- Knowledge of the concepts of treatment delivery systems;

QUALIFICATIONS:

- High school diploma, GED certification or equivalent.
- Require three years' experience working in a jail facility, correctional facility, law enforcement capacity, or related field which preferably includes one year in a supervisory capacity; or have verifiably served for at least one full year within a jail facility or correctional facility in a leadership capacity, such as Senior Officer, Training Officer, or similar position with comparable responsibilities.
- Additional education may be substituted on a year-for-year basis.
- Minimum age requirement: Must be at least 19 years of age.
- Must possess a valid driver's license and be able to successfully complete a thorough background check (must not have a criminal record or any felony convictions) and successfully complete a physical exam and drug test.

JOB DESCRIPTION
CITY OF JOPLIN
FLEET MAINTENANCE SUPERVISOR

TITLE: FLEET MAINTENANCE SUPERVISOR

DEPARTMENT: CITY MANAGER

REPORTS TO: IMMEDIATE SUPERVISOR

DESCRIPTION:

Under limited supervision, directs the maintenance and repair of the City's motor vehicles and motorized equipment.

DUTIES AND RESPONSIBILITIES:

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

- Plans, organizes, prioritizes, assigns, and inspects the work of subordinate mechanics and other staff; monitors and evaluates job performance; provides on-the-job training; develops and implements shop safety standards and procedures; develops and implements a preventive maintenance program for City equipment/vehicles to ensure their efficient, effective operation and maximize their operating life; notifies vehicle/equipment users of scheduled maintenance.
- Supervises a wide variety of repair services for automobiles, motorcycles, ATV, lawn and garden equipment, sporting vehicles (such as but not limited to golf carts) trucks (of various size and configurations) and heavy equipment, including lubrication and tire repair, the servicing/tuning of engines, overhauling and rebuilding of engines, transmissions, rear-end assemblies, carburetors, fuel injection systems, fuel and water pumps and hydraulic systems, the installation of clutches, shock absorbers, radiators, lights, and electrical components, and the fabrication and installation of custom/special use equipment and any other repairs and or modifications that may be required.
- Performs a variety of administrative activities, including maintaining records of shop activities and parts, supplies, and materials used, maintaining an adequate inventory of parts and supplies needed for routine maintenance activities, preparing and monitoring annual budget, preparing monthly billings for services performed for user Departments, tracking warranties and sending covered vehicles/equipment for authorized service/repair, and evaluating condition of equipment due for replacement.
- Oversees inventory control of parts, supplies and products used in the repair and maintenance of vehicles owned and operated by the City of Joplin.

TASKS AND RESPONSIBILITIES:

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

PHYSICAL REQUIREMENTS:

LANGUAGE ABILITY AND INTERPERSONAL COMMUNICATION

- Skill in establishing and maintaining effective working relationships with staff, other Department heads, and the public.
- Skill in providing leadership to and evaluating the work of others.

MATHEMATICAL ABILITY

- Skill in managing parts, supplies and material inventory control and accounting practices.
- Knowledge of record keeping principles and practices.

JUDGMENT AND SITUATIONAL REASONING ABILITY

- Skill in understanding and interpreting complex rules, regulations, policies, and guidelines.
- Skill in diagnosing, maintaining, and repairing a variety of diesel and gasoline powered automotive equipment/vehicles.
- Skill in analyzing work volume and efficiently utilizing staff resources to accomplish unit objectives.
- Skill in planning, organizing, and directing a program for repairing and maintaining a large vehicle fleet.
- Knowledge of preventive maintenance scheduling benefits, principles and practices.
- Knowledge of methods, materials, and equipment used in automotive and mechanical equipment repair.

PHYSICAL REQUIREMENTS

- Requires high levels of standing, bending, twisting, squatting, and carrying; medium to heavy lifting may be required in specific positions; manual dexterity to such a degree as to allow proper assembly, maintenance, and operation of job related equipment such as specialized maintenance/repair tools and equipment or specialized vehicles; must be sighted, hearing, and mobile to such a degree as not to compromise safety rules or the safety of self and others while working.

ENVIRONMENTAL ADAPTABILITY

- Skill in management of several vehicle maintenance projects/activities concurrently.
- Knowledge of principles and practices of supervision, including employee training and evaluation.
- Knowledge and understanding of the principles and practices of vehicle maintenance operation.

QUALIFICATIONS:

- Graduation from high school or G.E.D. equivalent.
- Experience equivalent to five years full time journey level diesel/ heavy equipment mechanic work, at least three years of which involved supervisory responsibilities.
- Must possess a valid Missouri CDL at the level required for the equipment operated or obtain within 90 days.
- Must possess a valid driver's license and be able to successfully complete a thorough background check, and successfully complete a physical exam and drug test.

JOB DESCRIPTION
CITY OF JOPLIN
ASSISTANT PARKS AND RECREATION DIRECTOR

TITLE: ASSISTANT PARKS AND RECREATION DIRECTOR

DEPARTMENT: RECREATION

REPORTS TO: IMMEDIATE SUPERVISOR

DESCRIPTION:

Manage Parks and Recreation business office operations by providing difficult and complex technical and administrative support functions in the areas of financial reporting and record keeping, accounting, computer software, accounts receivable and payables, purchases, and payroll. Supervises golf course clubhouse operator, golf course maintenance staff and fiscal productivity; schedules and supervises senior clerk staff. Scheduled working hours will vary depending on department operations.

GENERAL DUTIES AND RESPONSIBILITIES:

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

- Responsible for all financial procedures and records of the Parks and Recreation Department, by the utilization of recreation software which includes:
    - Account posting, maintenance of cash disbursements records and reports, cash receipts, accounts payable, and accounts receivable summaries.
    - Preparing monthly reports that include accounts payable reconciliation, accounts receivable reconciliation, and cash flow reports.
    - Works with patrons to settle insufficient funds and non-payment issues.
- Creates and implements fiscal and cash handling controls and procedures.
- Assists with the development and preparation of parks and recreation budget.
- Monitors department expenditures and budget. Monitors budget performance and prepares financial management reports; recommends corrective actions for resolution of budget performance issues.
- Develops and implements operational manual as it relates to expenditures, cash handling and collection policies and procedures.
- Coordinates the development, training, and effective use of department computer system and interfaces with technology services vendor.
- Maintains automated registration, rental, and point of sale programs for golf course, sports complex and park facilities.
- Maintains communication with the management team, and acts as liaison to City Finance Department and City Information Technology Department.
- Provides data entry of automated fiscal, budgetary, payroll, customer service and business office activities. Prepares audits and verifies payroll information.
- Coordinates department purchasing, oversees concessions operations for all venues. Develops bids for office equipment, computer systems, and software.
- Assists in the development, identification and internal management of alternate funding sources, grants, partnerships, and donations to ensure accounting, reporting requirements and regulations are met.
- Manages department records in accordance with City policies and procedures.
- Prepares and maintains department web page, etc.
- Maintains, updates, and enters information into computer database and automated registration system relative to mailing lists, program and membership, rental and user information.

- Maintains and updates Parks and Recreation Department policy manual, conducts trends analysis, conducts feasibility studies.
- Prepares and designs public relations, advertising and marketing materials to include press releases, special events, website, promotional and direct mail materials.

SPECIFIC TASKS AND RESPONSIBILITIES:

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

- Provides information to the public, vendors, auditors, and City staff requiring explanation of policies, rules, and/or procedures.
- Answers telephone and handles customer inquiries.
- Prepares requisitions and maintains inventory of office equipment, parts and supplies.
- Assists with special events and programs, as needed.
- Acts as front desk relief.
- Resolves financial problems and disputes with participants in Parks and Recreation programs.

GENERAL PHYSICAL REQUIREMENTS:

LANGUAGE ABILITY AND INTERPERSONAL COMMUNICATION

- Requires the ability to process, calculate, compute, summate, and/or tabulate data and/or information. Includes the ability to perform subsequent action in relation to these computational operations.
- Requires the ability to explain, demonstrate and clarify to others within well-established policies, procedures and standards. Ability to follow specific instructions and respond to requests from others.
- Requires the ability to utilize a wide variety of reference and technical data and information such as financial reports, spreadsheets, regulations, payroll reports, payment records, collection reports, journal entries, balance sheets, invoices, billing statements, insurance forms, purchase orders, accounts payable reports, computer software operating manuals, accounting principles and correspondence.
- Requires a high level ability to communicate orally and in written correspondence.
- Requires demonstrable ability to provide first line supervision. Ability to persuade, convince, orientate and train others. Ability to advise and provide interpretation regarding the application of policies, procedures and standards to specific situations.

MATHEMATICAL ABILITY

- Requires the ability to perform addition, subtraction, multiplication, division calculate percentages, discounts, and decimals.
- Requires the ability to learn and apply formulas using database software and spreadsheets.

JUDGMENT AND SITUATIONAL REASONING ABILITY

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

PHYSICAL REQUIREMENTS

- Requires the ability to operate a variety of office equipment such as computer terminal, word processor, telephone, fax machine, calculator/adding machine, camera, cash register, computer printer and photocopier.

- Requires the ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training, such as data entry.
- Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some combination of lifting, sitting, and carrying of objects weighing twenty-five pounds. Tasks may involve extended periods of time at a keyboard or workstation.
- Requires the ability to recognize and identify degrees of similarities or differences between characteristics of colors, shapes, sounds, tastes, odors and textures associated with job-related objects, materials and tasks.

ENVIRONMENTAL ADAPTABILITY

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

GENERAL QUALIFICATIONS:

- Bachelor's degree in Parks and Recreation, business administration, office management or a closely related field.
- Position requires 5 years direct experience in Parks and Recreation operations management, strong knowledge of golf course operations, customer service and/or cash handling.
- Must have a strong knowledge of personal computers, word processing, publisher, and graphic software.
- Experience in general fund accounting preferred. Knowledge of computer systems and software applications related to work including database and spreadsheet applications.
- Detailed experience with back end/programming operations of recreational software is required. Requires knowledge of practices and techniques of automated accounting and financial record keeping and report preparation.
- Exceptional interpersonal, oral and writing skills and the ability to interact positively with a diverse population.
- Must possess a valid driver's license and be able to successfully complete a thorough background check, and successfully complete a physical exam and drug test.

CITY OF JOPLIN-SCHEDULE "A'
SALARY ADMINISTRATION PLAN
AS OF NOVEMBER 1, 2012 - draft - updated 10/30/13 PB
PERFORMANCE & COMPETENCY PLAN
* - unclassified position according to city charter

Pay Range	Position	4% Step 1	4% Step 2	4% Step 3	4% PC1	29% Max	34% Max	Total Range %
100	Clerk	19,240	20,010	20,810	21,642	27,919		
	Cook	9.250	9.620	10.005	10.405	13.422		45%
110	Laborer I	21,212	22,060	22,943	23,860	30,780		
	Custodian	10.198	10.606	11.030	11.471	14.798		45%
	Utility Worker							
	WIC Certifier							
120	Airport Operations Worker	22,272	23,163	24,090	25,053	32,319		
	Court Assistant I	10.708	11.136	11.582	12.045	15.538		45%
	Golf Course Operator							
	Transit Dispatcher							
	Transit Driver I							
130	Automotive Service Worker	23,386	24,321	25,294	26,306	33,935		
	Laborer II	11.243	11.693	12.161	12.647	16.315		45%
	Parking Enforcement Officer							
	Senior Clerk							
	Small Engine Mechanic							
	Transit Driver II							
	Wastewater Laboratory Assistant							
	Wastewater Plant Utility Worker							
140	Community Development Assistant	24,555	25,538	26,559	27,621	35,632		
	Compliance Officer I	11.805	12.278	12.769	13.280	17.131		45%
	Detention Officer							
	Engineering Assistant							
	Equipment Operator							
	Human Resources Assistant							
	Parks Caretaker							
	Utility Locator							
150	Animal Control Officer	25,783	26,814	27,887	29,003	37,413		
	CVB Tourism & Events Specialist	12.396	12.892	13.407	13.944	17.987		45%
	Court Assistant II							
	Licensed Practical Nurse							
	Parks Facilities Maintenance Technician							
	Traffic Markings and Sign Technician							
	Transit Driver Supervisor							

Pay Range	Position	4% Step 1	4% Step 2	4% Step 3	4% PC1	29% Max	34% Max	Total Range %
160	Accounting Specialist	28,426	29,563	30,745	31,975	41,248		
	Airport Operations Supervisor	13.666	14.213	14.781	15.373	19.831		45%
	Automotive Mechanic I							
	Compliance Officer II							
	Evidence Technician							
	Heavy Equipment Operator							
	Human Resources Specialist							
	Legal Specialist							
	Police Officer Trainee							
	Public Safety Communications Operator							
	Systems Operator							
	Wastewater Plant Operator							
170	Assistant City Clerk	29,847	31,041	32,283	33,574	43,310		
	Chief Wastewater Plant Operator I	14.350	14.924	15.521	16.141	20.822		45%
	Crime Analyst/Accreditation Coordinator	10.2497	10.6597	11.0861	11.5295	14.8731		
	Engineering Technician							
*	Executive Assistant/Sec to City Manager							
	Firefighter/EMT							
	Jail Shift Supervisor							
	Lead Cemetery Caretaker							
	Lead Parks Caretaker							
	Neighborhood Improvement Officer							
	Police Officer I							
	Traffic Signal Technician							
	Wastewater Laboratory Technician							
180	Automotive Mechanic II	31,340	32,593	33,897	35,253	45,476		
	Building Maintenance Technician	15.067	15.670	16.297	16.948	21.863		45%
	Neighborhood Services Coordinator							
	Nutritionist I (E)							
	Planning Technician							
	Recycling Coordinator (E)							
	Wastewater Plant Technician							
190	Building Inspector	32,907	34,223	35,592	37,015	47,750		
	Chief Wastewater Plant Operator II	15.820	16.453	17.111	17.796	22.957		45%
	Construction Inspector	11.3003	11.7523	12.2224	12.7113	16.3976		
	Environmental Public Health Specialist I (E)							
	Fire Driver/Engineer							
	GIS Technician							
	Police Officer II							
	Property Negotiator/Appraiser							

Pay Range	Position	4% Step 1	4% Step 2	4% Step 3	4% PC1	29% Max	34% Max	Total Range %
200	Community Health Planner/Educator (E)	34,552	35,934	37,371	38,866	50,137		
	Disaster Recovery Coordinator (E)	16.611	17.276	17.967	18.686	24.104		45%
	Golf and Athletic Field Maint Supervisor (E)							
	Golf Course Maintenance Supervisor (E)							
	Nutritionist II (E)							
	Planner (E)							
	Police Corporal							
	Public Safety Communications Supervisor							
210	Athletic Manager (E)	36,279	37,731	39,240	40,809	52,644		
	Building Maintenance Supervisor (E)	17.442	18.140	18.865	19.620	25.310		45%
	Chief Wastewater Plant Technician							
	Communications Technician							
	Director of Sales/CVB (E)							
	Environmental Public Health Specialist II (E)							
	Facility & Events Manager (E)							
	Fire Apparatus Fleet Manager							
	IT Analyst (E)							
	Land Surveyor (E)							
	Public Safety Communications Manager (E)							
300	Fleet Maintenance Supervisor (E)	38,093	39,617	41,202	42,850		57,419	
	Grants Coordinator (E)							
	Infrastructure Maintenance Supervisor (E)	18.314	19.047	19.809	20.601		27.605	51%
	Plans Reviewer							
	Recreation Supervisor (E)							
	Wastewater Laboratory Supervisor							
	Wastewater Pretreatment Inspector							
310	Communications Technician Manager (E)	39,998	41,598	43,262	44,992		60,290	
	Community Health Nurse (E)	19.230	19.999	20.799	21.631		28.985	51%
	Emergency Management Coordinator (E)	13.7356	14.2850	14.8564	15.4507		20.7039	
	Fire Captain							
	Fire Marshal (E)							
	Jail Administrator (E)							
	Parks Facilities Maintenance Supervisor (E)							
	Police Sergeant							
	Public Information Officer (E)							
	Regional Response Planner (E)							
	Senior Accountant (E)							
	Transportation Coordinator (E)							
	WIC Services Coordinator (E)							

Pay Range	Position	4% Step 1	4% Step 2	4% Step 3	4% PC1	29% Max	34% Max	Total Range %
320	* Assistant Director of Human Resources (E)	41,998	43,678	45,425	47,242		63,304	
	Financial Analyst (E)	20.191	20.999	21.839	22.713		30.435	51%
	Medical Services Coordinator (E)							
	Parks Maintenance Supervisor (E)							
	Public Defender (E)							
330	Airport Manager (E)	44,098	45,862	47,696	49,604		66,470	
	* Assistant City Prosecutor (E)	21.201	22.049	22.931	23.848		31.957	51%
	* City Clerk (E)							
	Fire Training Chief (E)							
	* Municipal Court Administrator (E)							
340	* Assistant City Planner (E)	46,303	48,155	50,081	52,084		69,793	
	Battalion Chief (E)	22.261	23.151	24.077	25.041		33.554	51%
	CDBG Project Manager (E)							
	Chief Building Official (E)	15.9007	16.5367	17.1982	17.8861		23.9674	
	* City Prosecutor (E)							
	Civil Engineer I (E)							
	Infrastructure Superintendent (E)							
	Network Manager (E)							
	Police Lieutenant (E)							
	Wastewater Plant Superintendent (E)							
350	* Assistant City Attorney (E)	48,618	50,563	52,585	54,689		73,283	
	* Assistant Director of Health & Env/Epid Coordinator (E)	23.374	24.309	25.281	26.293		35.232	51%
	* CVB Director (E)							
	Neighborhood Services Manager (E)							
360	* Assistant Finance Director (E)	51,049	53,091	55,214	57,423		76,947	
	* Assistant Director of Parks and Recreation (E)	24.543	25.524	26.545	27.607		36.994	51%
	* Assistant Police Chief (E)							
	Civil Engineer II (E)							
	* Deputy Fire Chief (E)							
	* Director of Community Development & Planning (E)							
370	Engineering Manager (E)	59,095	61,459	63,918	66,474		89,076	
	* Human Resources Director/Risk Mgmt (E)	28.411	29.548	30.730	31.959		42.825	51%
380	* Assistant Director of Public Works/ Planning Development (E)	62,050	64,532	67,113	69,798		93,529	
	* Assistant Director of Public Works/Operations (E)	29.832	31.025	32.266	33.557		44.966	51%
	* Community Health Director (E)							
	* Municipal Judge (E)							
	* Parks & Recreation Director (E)							
390	* Finance Director (E)	65,153	67,759	70,469	73,288		98,206	
	* Director of Information Services (E)	31.323	32.576	33.879	35.235		47.214	51%
400	* Fire Chief (E)	68,410	71,147	73,993	76,952		103,116	
	* Police Chief (E)	32.890	34.205	35.573	36.996		49.575	51%
410	* Assistant City Manager (E)	71,831	74,704	77,692	80,800		108,272	
	* City Attorney (E)	34.534	35.915	37.352	38.846		52.054	51%
	* Public Works Director (E)							

	Part-Time Hourly	Step 1	Step 2	Step 3
500	Peer Counselor	9.620	10.005	10.405
515	Interpreter/Translator Police Reserve Officer	10.161	10.567	10.990
520	Lead Peer Counselor	11.540	12.002	12.482
530	Court Bailiff	15.000	15.600	16.224

	Seasonal Hourly	Step 1	Step 2	Step 3
600	Lifeguard Cashier	8.250	8.580	8.923
610	Recreation Instructor	9.075	9.438	9.816
620	Laborer Pool Operator	9.438	9.816	10.209
630	School Crossing Guard	9.816	10.209	10.617
640	Aquatic Supervisor Day Camp Director	10.209	10.617	11.042
650	School Crossing Guard Coordinator	10.617	11.042	11.484

FIRST READING

City of **JOPLIN** City Council Agenda Item

Requested Council Meeting Date: November 4, 2013
Council Bill No. 2013-017

Item: Amendment to Sections 54-63 and 82-234 of the Joplin City Code
Originating Department: City Manager's Office

Attachments: 1) Council Bill No. 2013-017

City Manager: Mark Rohr RMR Date: 10-28-13
City Attorney: Brian Head Date: 10-27-13
Assistant City Manager: Sam Anselm Date: 10/22/13

Recommended Action: Approval of amendments to the Joplin City Code pertaining to abatements by the city.

Background: As a result of Council's authorization on October 21, 2013 to proceed with the reorganization of the public works department, certain sections of our municipal code need to be amended.

Discussion:
Sections 54-63 and 82-234 deal with the costs to abate certain nuisances and the process by which the city can recover its costs to remove the presence of vegetation and graffiti found in violation of our code. During the informal meeting on October 21st, Council approved the reorganization plan of the public works department to include a change in the reporting structure of the neighborhood improvement division from public works to the city manager's office. As a result, language in our code that specifically references the director of public works and his responsibility for ascertaining and assessing the charges for violation of our code needs to be updated. This bill removes references to the "director of public works" in these sections and replaces them with "the City". Per our city attorney, failure to make these amendments could lead to difficulty prosecuting the cases and to a claim of constitutional taking by a defendant.

Recommendation: City staff recommends the approval of Council Bill 2013-017.

COUNCIL BILL NO. 2013-017 ORDINANCE NO. __

AN ORDINANCE amending Subsections (c) and (d)(1) of Sec. 54-63 of Chapter 54, Environment, Article II., Nuisances, and Subsection (4)(e) of Sec. 82-234., Removal of graffiti by property owner or city. Article VI., Graffiti Abatement, for the purpose of making certain changes.

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

Section 1. That Subsection (c) of Section 54-63. Abatement by city., of the Joplin City Code, be amended to read as follows:

"Sec. 54-63. Abatement by city.

(c) *Determination of costs; payment to contractors.* Following the cutting and removal of vegetation referred to in this section, the City shall ascertain the cost against each lot or tract of ground, and if the services have been performed by an individual or independent contractor, payment shall be made to him from General Fund Account No. 32-317."

Section 2. That Subsection (d)(1) of section 54-63. Abatement by city., of the Joplin City Code, be amended to read as follows:

"(d)(1) *Payment of costs; costs declared lien; special tax bill.* The cost of cutting and removing weeds, brush and other rank vegetation, and the abatement of the nuisances caused thereby, may be assessed and collected as a lien on the property affected thereby. As soon as the costs of the cutting and removal of weeds and rank vegetation and the abatement of the nuisance caused thereby shall be determined, the City shall notify, by letter deposited in the United States mail, the owners, lessees or agents in control of the property of the cost. If after 30 days after the mailing of the notices the costs of cutting and removing the weeds, brush and rank vegetation and the abatement of the nuisance caused thereby is not paid, the City shall assess and charge against the tracts of land from which the weeds, brush and rank vegetation have been cut or removed the cost of the cutting or removal, which assessment shall be a lien on the property charged from the date of the issuance of a special tax bill, which shall bear interest at the rate of seven percent per annum until paid. Within 30 days after the issuance of the tax bill, the director of finance shall record the tax bill in the special tax record, showing the property assessed, the date of issuance and the rate of interest thereon."

Section 3. That Subsection (4)(e) of Section 82-234. Prohibited Acts. Article VI., Graffiti Abatement, to read as follows:

"Sec. 82-234. Removal of graffiti by property owner or city.

(4)(e). *Lien.* As to such property where the responsible party is the property owner, if all or any portion of the assessed eradication charges remain unpaid after 30 days, the portion thereof that remains unpaid shall constitute a lien on the property that was the subject of the eradication effort. The City shall certify the cost of same and the director of finance shall issue a special tax bill against the property in question."

PASSED BY THE COUNCIL OF THE CITY OF JOPLIN, MISSOURI, this _____ day of _____, 2013.

_____
Melodee Colbert-Kean, Mayor

ATTEST:

_____
Barbara L. Hogelin, City Clerk

APPROVED AS TO FORM:

_____
Brian W. Head, City Attorney

NEW BUSINESS

City of **JOPLIN** City Council Agenda Item

Requested Council Meeting Date: November 4, 2013

Item: SITE PLAN REVIEW FOR 302 EAST SEVENTH STREET
Originating Department: PLANNING & COMMUNITY DEVELOPMENT

Attachments: 1) Planning Report
2) Commission Minutes
3) Copy of Site Plans

Public Works Director: Nick Heatherly Date: 10/25/2013
City Attorney: Brian Head Date: 10-29-13
City Manager: R. Mark Rohr Date: 10-29-13
Board or Commission: Planning and Zoning Commission Date: 10/14/2013

Recommended Action: Planning and Zoning Commission recommended approval by a vote of "6 in favor, 1 absent"

SUMMARY/REQUEST:
Case 063-13: 302 East Seventh Street – A request for a Site Plan Review for The Salvation Army Thrift Store, a proposed commercial/retail development in a C-2 PD (Central Business District – Planned Development) zoning district – The Salvation Army.

STAFF SUMMARY:
This Site Plan Review is for the development of a 13,900 square foot commercial/retail building.

Access Management: The site covered under the Site Plan Review will have no access from Seventh Street or Pennsylvania Avenue with the exception of concrete tire tracks on the south side of the building that is intended for minimal use by the store. The access to the parking lot will be from Kentucky Avenue.

Parking: Parking is not required in C-2 or C-2 PD zoning districts, but The Salvation Army has also purchased the vacant parking lot to the east and will use that for parking. They are planning a total of 44 spaces, including 4 accessible spaces.

Building Design & Materials: The site will contain a 13,900 square foot retail building that is predominantly brick, Dryvit Reflectit (a type of cladding that resembles stucco, but has a finish applied that resembles architectural metal panels – see attached images), and stone.

Landscaping and Open Space: There are no landscaping requirements for C-2 or C-2 PD zoning districts, except for buffering.

Buffering: Buffering is required along the south property line since the property to the south is zoned R-3 (Apartment House). A 6' privacy fence will be installed and 4 trees will be planted.

Stormwater Management: The Salvation Army has provided a roof system that will handle stormwater from the site.

Staff recommends approval of Case 063-13.

PLANNING & ZONING COMMISSION TESTIMONY:
Ms. Jessica Struckhoff, Paragon Architecture, requested the rezoning of the property in Case 063-13. The City Council requested that the developers go through the site plan review process.

Mr. Cortez asked Ms. Struckhoff about the timeframe for construction if the site plans are approved. She still must complete the construction documents, which should take two to four weeks. Construction will take six to eight months, depending on weather conditions.

PUBLIC COMMENT:
None.

Z&P Meeting: October 14, 2013
City Council Meeting: November 4, 2013

STAFF PLANNING REPORT
Site Plan Review

CASE 063-13:

A request for a Site Plan Review for the development of a 13,900 square foot commercial-retail building in a C-2 PD (Central Business District – Planned Development) zoning district.

NAME OF PROJECT: The Salvation Army – Thrift Store

LOCATION: 302 E. 7th Street

APPLICANT: The Salvation Army / Paragon Architecture

CORRIDOR: N/A

EXISTING CONDITIONS:

Zoning	Land Use	Property Size
C-2 PD (Central Business District – Planned Development)	Former car dealership and parking lot	130' x 150' / 19,500 ft² / 0.45 acres

SITE CONTEXT:

	North	East	South	West
Existing Zoning	C-3	R-3	C-3	R-1
Land Use	Commercial	Residential	Commercial	Residential

TRANSPORTATION:

Streets with access	Classification	Right-of-way width
Kentucky Avenue	Local	60'

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

No.

UTILITIES: The property has utility connections.

FLOOD PLAIN: Zone X – Area of minimal flooding.

STAFF ANALYSIS:

DISCUSSION

This Site Plan Review is for the development of a 13,900 square foot commercial/retail building.

Access Management: The site covered under the Site Plan Review will have no access from 7th Street or Pennsylvania Avenue with the exception of concrete tire tracks on the south side of the building that is intended for minimal use by the store. The access to the parking lot will be from Kentucky Avenue.

Parking: Parking is not required in C-2 or C-2 PD zoning districts, but The Salvation Army has also purchased the vacant parking lot to the east and will use that for parking. They are planning a total of 44 spaces, including 4 accessible spaces.

Building Design & Materials: The site will contain a 13,900 square foot retail building that is predominantly brick, Dryvit Reflectit (a type of cladding that resembles stucco, but has a finish applied that resembles architectural metal panels – see attached images), and stone.

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Buffering: Buffering is required along the south property line since the property to the south is zoned R-3 (Apartment House). A 6' privacy fence will be installed and 4 trees will be planted.

Stormwater Management: The Salvation Army has provided a roof system that will handle stormwater from the site.

Staff recommends approval of Case 063-13.

ENCLOSURES:

Site Plan/Landscape Plan, Building Elevations, Examples of Dryvit Reflectit

CITY OF JOPLIN, MISSOURI

SITE PLAN REVIEW CHECKLIST

RECEIVED 09-27-13

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: 063-13
Filing: $350.00
Date Advertised: N/A
Date Notices Sent: N/A
Public Hearing Date: 10/14/13

I. Name of Project: The Salvation Army - Thrift Store

II. Location of Project: 302 East 7th Street, Joplin Missouri 64801

III. Name of Owner: The Salvation Army

IV. Name of Person who Prepared the Site Plan: Paragon Architecture

V. Instructions:

The following checklist is to be completed by the applicant/developer and shall accompany the Site Plan when it is submitted to the Planning and Zoning Commission. The Site Plan shall include the following data, details and supporting information which are found to be relevant to the proposal. All site plans shall be prepared by an architect or landscape architect registered in the State of Missouri, or by a professional engineer licensed in the State of Missouri. The number of pages submitted will depend on the proposal's size and complexity.

Does the Site Plan comply with or show the following?	Yes	No
A. Name of the project, address, boundaries, date, north arrow and scale of the plan.	☒	☐
B. Name and address of the owner of record, developer, and seal of the engineer, architect or landscape architect.	☒	☐
C. Name and address of all owners of record of abutting parcels.	☒	☐
D. All existing lot lines, easements, and rights-of-way. Include area in acres or square feet, abutting land uses and structures.	☒	☐

E. The location and use of all existing and proposed buildings and structures within the development. Include all dimensions of height and floor area, show all exterior entrances and all anticipated future additions and alterations. For developments in the "C-2" Central Business District (CBD), indicate design details to make new construction compatible with existing structures. ☒ ☐

F. The location of all present and proposed public and private ways, parking areas, driveways, sidewalks, ramps, curbs and fences. Location type and screening details for all waste disposal containers shall also be shown. ☒ ☐

G. The Municipal Planner may require location, height, intensity, and bulb type (e.g., fluorescent, sodium incandescent) of all external lighting fixtures. The direction of illumination and methods to eliminate glare onto adjoining properties. *See note below. ☐ ☐

H. The location, height, size, materials, and design of all proposed signage. **See note below. ☐ ☐

I. A landscape plan showing all existing open space, trees forest cover and water sources, and all proposed changes to these features including the size and type of plant material. Water sources will include ponds, lakes, brooks, streams, wetlands, flood plains, and drainage retention areas. ☒ ☐

J. The location of all existing and proposed utility systems including:

1. sewer lines and manholes; ☒ ☐
2. water lines and fire hydrants; ☒ ☐
3. telephone, cable and electrical systems; and ☒ ☐
4. storm drainage system including existing and proposed drain lines, culverts, catch basins, headwalls, endwalls, hydrants, manholes, and drainage swales. ☒ ☐

K. Plans to prevent the pollution of surface or groundwater, the erosion of soil both during and after construction, excessive run-off, excessive raising or lowering of the water table, and flooding of other properties, as applicable. ☒ ☐

*Parking lot lighting will be limited to the light poles which presently exist on the parking lot the adjacent east. Additional exterior building lighting has not been fully designed at the present time. However, the designers will responsibly take these issues into account.
**Signage location/size have not yet been determined. However, the Salvation Army is planning to install signage on the building and will comply with City signage requirements.

L. Existing and proposed topography shown at not more than two-foot contour intervals. All elevation shall refer to United States Geodetic Survey (U.S.G.S.) datum. If any portion of the parcel is within the 100-year flood plain, the area shall be shown, with base flood elevations; and the developer shall present plans for meeting Federal Emergency Management Agency (F.E.M.A.) tequirements. ☒ ☐

M. Zoning district boundaries adjacent to the sites perimetet shall be drawn and identified on the plan. ☒ ☐

N. Traffic flow patterns within the site, entrances and exits, loading and unloading areas, curb cuts on the site and within 100 feet of the site. The City Engineer may require a detailed traffic study for mixed use and multi-tenant developments, or for developments in heavy traffic areas to include: Traffic study has not been required.

1. The projected number of motor vehicle trips to enter or leave the site, estimated for daily and peak hour traffic levels. ☐ ☐

2. The projected traffic flow pattern including vehicular movements at all major intersections likely to be affected by the proposed use of the site; and ☐ ☐

3. The impact of this traffic upon existing abutting public and private ways in relation to existing road capacities. Existing and proposed daily and peak hour traffic levels, as well as road capacity levels, shall also be given. ☐ ☐

O. For new construction or alterations to any existing structure, a table containing the following information must be included:

1. Area of structure to be used for a particular use, such as retail operation, office, storage, etc.; ☒ ☐

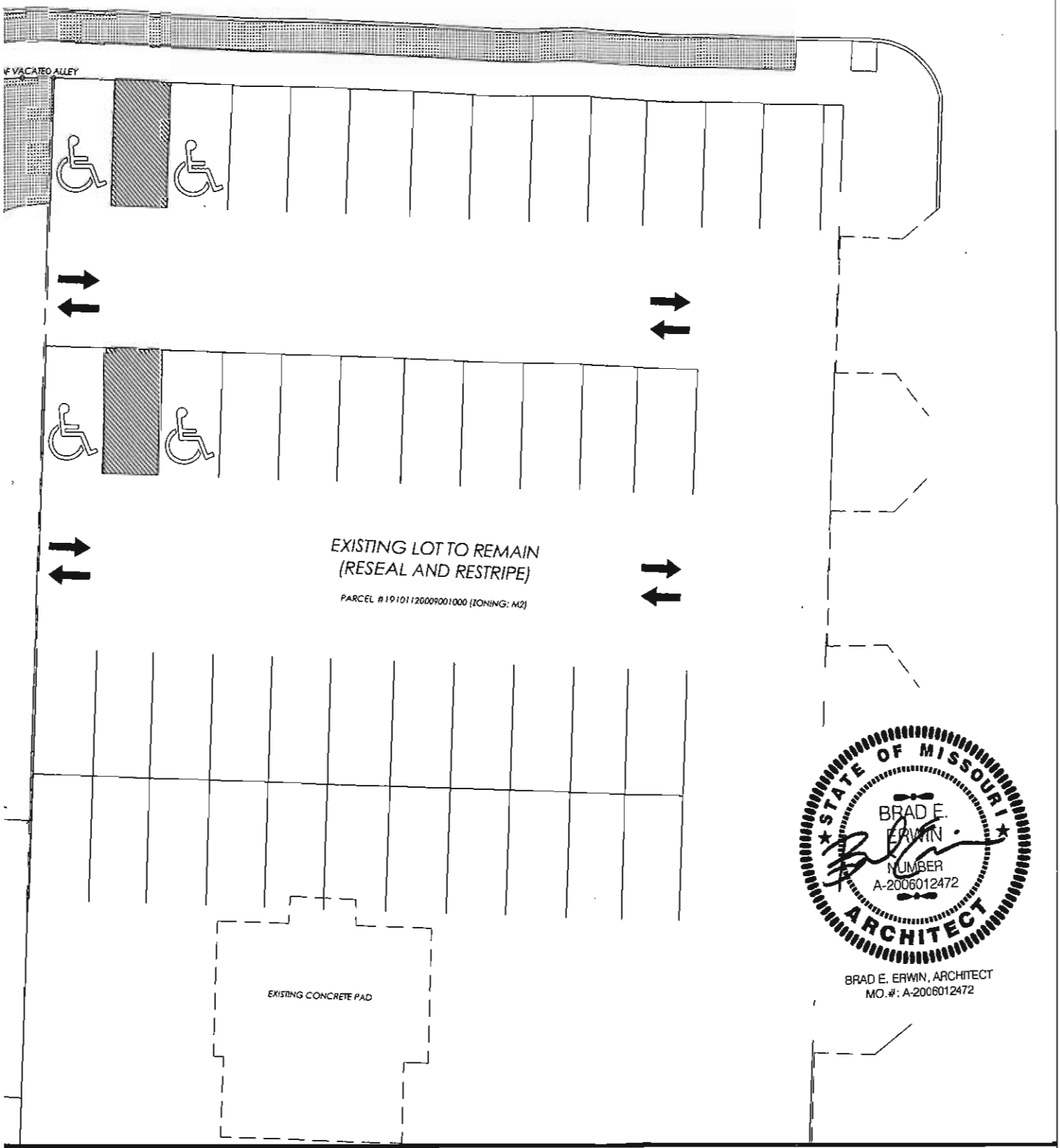
2. Maximum number of employees; ☒ ☐

3. Maximum seating capacity, where applicable; ☒ ☐

4. Number of parking spaces existing and required for the intended use; and **See note below. ☐ ☐

5. A landscape plan for improving large areas of paved parking with appropriate landscaping may be required. **See note below. ☐ ☐

**Neither landscaping nor parking is required in the C-2 zoning district. However, the Salvation Army intends to utilize the existing parking lot to the adjacent east. A required landscape buffer is provided along the south property line and is illustrated on the attached site plan.



STATE OF MISSOURI
BRAD E. ERWIN
NUMBER A-2006012472
ARCHITECT

BRAD E. ERWIN, ARCHITECT
MO.#: A-2006012472

PROJECT: 13-141

302 EAST 7TH STREET
JOPLIN, MISSOURI 64801

THE SALVATION ARMY
THE STORE

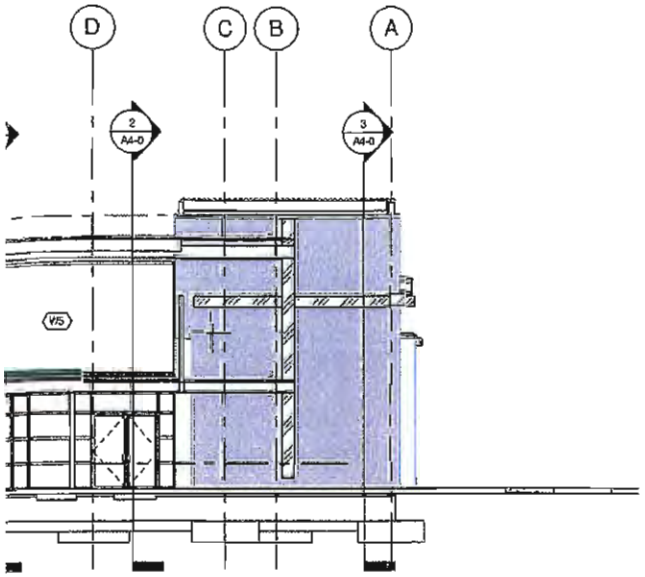
DATE: 10/14/2013
DETAIL: PLANNING/ZONING

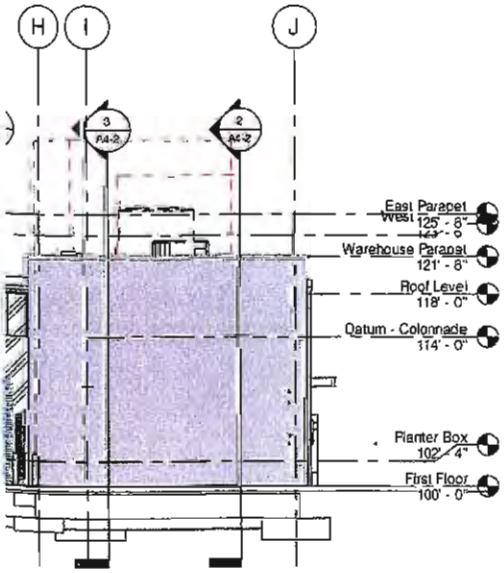
SCALE: 1" = 20'-0"

SHEET: 01

PROPOSED SITE PLAN (WITH VARIANCE)

PARAGON
ARCHITECTURE
MISSOURI STATE CERTIFICATE OF AUTHORITY #2010011426
1300 SOUTH MAIN STREET, SUITE A JOPLIN, MISSOURI, 64801
PHONE: 417-885-0002 www.paragon-architecture.com





KEYNOTE LEGEND

Key Value	Keynote Text

Material Legend

- Brick
- Dryvit-color TBD by architect**
- Stone

STATE OF MISSOURI
BRAD E. ERWIN
NUMBER A-2006012472
ARCHITECT

BRAD E. ERWIN, ARCHITECT
MO #: A-2006012472

MISSOURI STATE CERTIFICATE OF AUTHORITY #2008011426

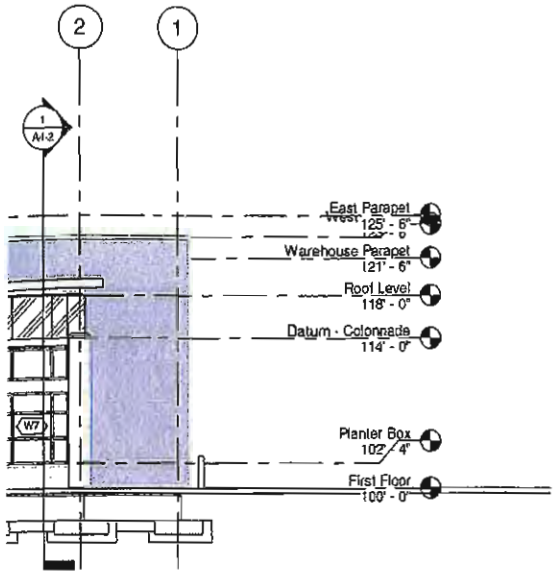
PARAGON
ARCHITECTURE
1300 S. MAIN ST., SUITE A, JOPLIN, MO 64801
PH: 417.865.0002 FAX: 417.868.0072
www.paragonarchitecture.com

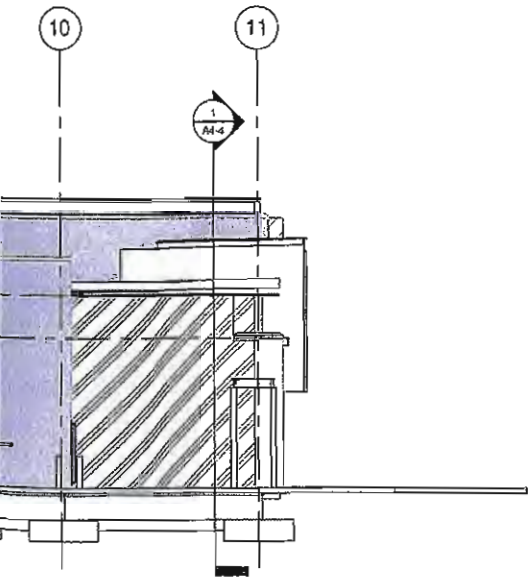
PROJECT DESCRIPTION:
The Salvation Army Thrift Store
320 East 7th Street
Joplin, Missouri 64801

PROJECT NUMBER: 13-141
DATE: 06/14/2013

PROJECT ARCHITECT: BEE
DRAWN BY: KMW, NBS
CHECKED BY: BEE, NBS

SHEET NUMBER: A3-0





KEYNOTE LEGEND

Key Value	Keynote Text

Material Legend

- Brick
- Dryvit-color TBD by architect°°
- Stone

STATE OF MISSOURI
BRAD E. ERWIN
NUMBER A-2006012472
ARCHITECT

BRAD E. ERWIN, ARCHITECT
RDO #: A-2006012472

COPYRIGHT ©2013

MISSOURI STATE CERTIFICATE OF AUTHORITY #2010011-26

PARAGON ARCHITECTURE

1300 S. MAIN ST., SUITE A, JOPLIN, MO 64801
PH: 417.885.0002 FAX: 417.868.0072
www.paragonarchitecture.com

PROJECT DESCRIPTION:

The Salvation Army Thrift Store

320 East 7th Street
Joplin, Missouri 64801

PROJECT ARCHITECT: BEE
DRAWN BY: KMW, MBS
CHECKED BY: BEE, NBS

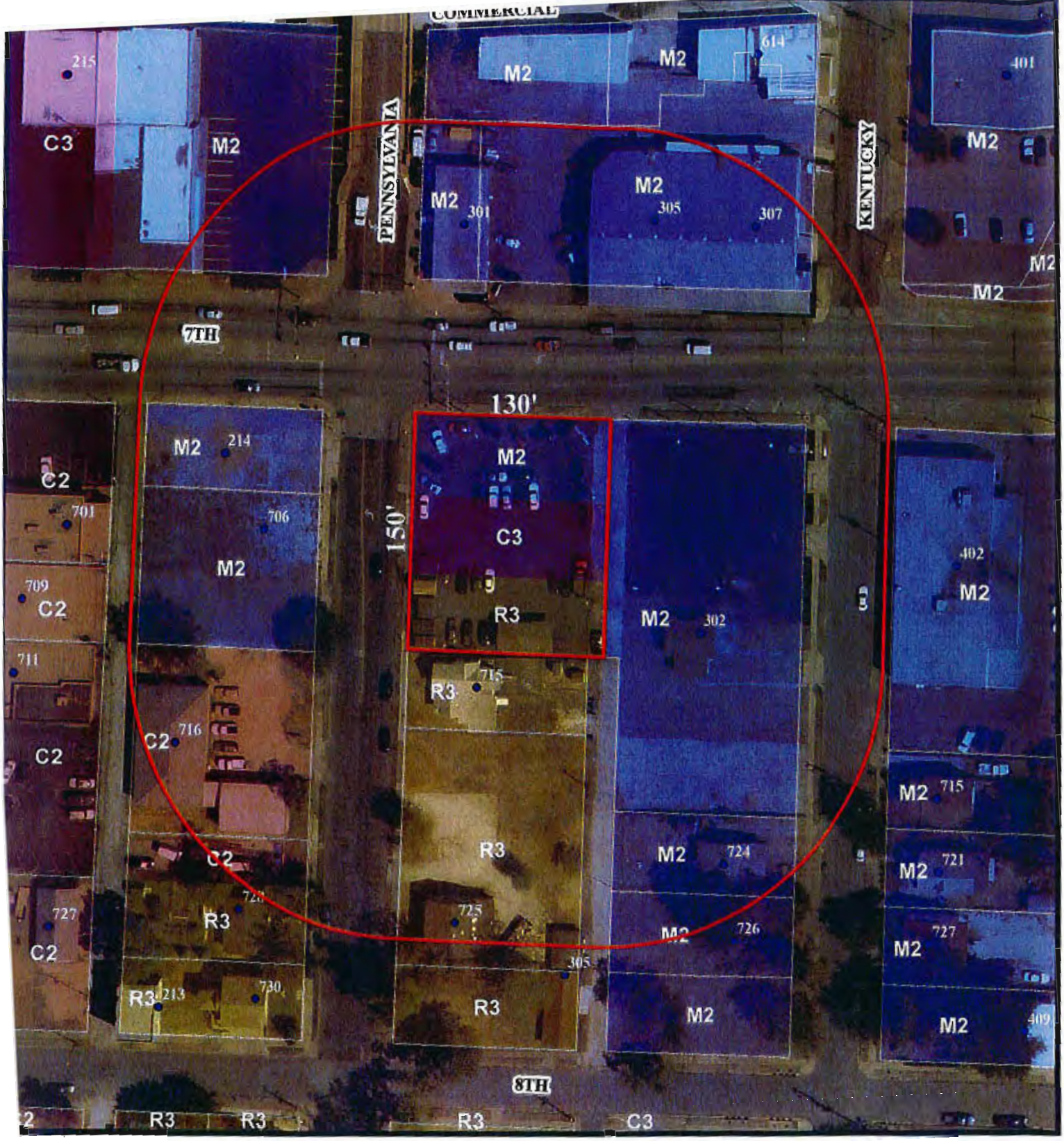
SHEET NUMBER: A3-1

PROJECT NUMBER: 13-141

DATE: 08/14/2013







0 75 150 300 450 600 Feet

Case 063-13: A request for a Site Plan Review for The Salvation Army Thrift Store, a proposed commercial/retail development in a C-2 PD (Central Business District - Planned Development) zoning district at 302 E. 7th Street. - The Salvation Army

N

Case 063-13: 302 East Seventh Street – A request for a Site Plan Review for The Salvation Army Thrift Store, a proposed commercial/retail development in a C-2 PD (Central Business District – Planned Development) zoning district – The Salvation Army.

Mr. Harrington opened the public comment period for Case 063-13.

Ms. Jessica Struckhoff, Paragon Architecture, 1300 South Main Street, Joplin, requested the rezoning of the property in Case 063-13. The City Council requested that the developers go through the site plan review process.

Mr. Cortez asked Ms. Struckhoff about the timeframe for construction if the site plans are approved. She still must complete the construction documents, which should take two to four weeks. Construction will take six to eight months, depending on weather conditions.

Mr. Harrington asked for comments from the commissioners and the audience, and none were received. He then closed the public comment period for Case 063-13.

MR. DUNCAN MOVED, SECONDED BY MR. SMITH, THAT CASE 063-13 BE FORWARDED TO THE CITY COUNCIL WITH RECOMMENDATION FOR APPROVAL, BASED UPON THE COMMENTS RECEIVED IN THE PLANNING REPORT AND DURING THE PUBLIC COMMENT PERIOD. THE MOTION CARRIED, WITH MR. CORTEZ, MR. DUNCAN, MR. EASTMAN, MR. HARRINGTON, MR. RAMSOUR, AND MR. SMITH VOTING "AYE"; AND WITH MR. BROWN BEING ABSENT (6 IN FAVOR, 1 ABSENT).

City of **JOPLIN** City Council Agenda Item

Requested Council Meeting Date: November 4, 2013

Item: SITE PLAN REVIEW FOR 2921 EAST 22ND STREET
Originating Department: PLANNING & COMMUNITY DEVELOPMENT

Attachments: 1) Planning Report
2) Commission Minutes
3) Copy of Site Plans

Public Works Director: Nick Heatherly — Date: 10/25/2013
City Attorney: Brian Head — Date: 10-29-13
City Manager: R. Mark Rohr — Date: 10-29-13
Board or Commission: Planning and Zoning Commission — Date: 10/14/2013

Recommended Action: Planning and Zoning Commission recommended approval by a vote of "6 in favor, 1 absent"

SUMMARY/REQUEST:
Case 064-13: 2921 East 22nd Street – A request for a Site Plan Review for Mossy Oak, a proposed commercial/office development in a C-1 PD (Neighborhood Commercial – Planned Development) zoning district– SMITCO

STAFF SUMMARY:
This Site Plan Review is for the development of a 1,026 square foot commercial/office building.

Access Management: The site will have no new accesses off of East 22nd Street, but will share access with the Popeye's site to the east. Future cross access will be provided to the commercial-zoned property to the west.

Parking: A total of 8 parking spaces have been provided, including 1 accessible space. A total of 3 spaces will be removed in the future for cross access.

Building Design & Materials: The site will contain a 1,026 square foot office building that has a mixture of building materials, including stone, cement fiber siding, and shingles. The building will have residential design elements that will complement residential to the west along Highview Avenue.

Landscaping and Open Space: The site meets all landscaping requirements and has provided three street trees along East 22nd Street and one parking lot tree. Shrubs will also be planted between the street and the parking lot to create a hedge row. Shrubs and trees have already been planted between the proposed building footprint and the Popeye's parking lot to the east.

Buffering: No buffering is required since the property is surrounded by C-3 zoned properties.

Stormwater Management: Due to the size of the property, a stormwater buyout will be used to help pay for improvements downstream.

Staff recommends approval of Case 064-13.

PLANNING & ZONING COMMISSION TESTIMONY:
Mr. Wright explained that the applicant would be arriving late for this meeting. He stated that this property is directly behind Popeye's on 22nd Street off Range Line Road. The developer plans to construct a 1,000 square foot real estate office building, which will meet all the requirements with regard to landscaping, parking, and building design.

Mr. Duncan asked if there will be enough parking spaces when the cross-access in front of the proposed building is opened up. Mr. Wright replied that only one parking space is required per 300 square feet for the office, with the proposed development having five parking spaces after the cross-access is installed.

Mr. Eastman mentioned a 20-foot utility easement on the west side of this property that doesn't contain any utilities, and he asked if that alley could be vacated since the utilities currently extend along Highview Avenue and Range Line Road.

Mr. Bolander is not familiar with the utility locations in that area. He stated that if the easement is not being utilized and is not needed for a future commercial use, he sees no reason to retain the easement if it is not going to be used in the future.

PUBLIC COMMENT:
None.

Z&P Meeting: October 14, 2013
City Council Meeting: November 4, 2013

STAFF PLANNING REPORT
Site Plan Review

CASE 064-13:

A request for a Site Plan Review for the development of a 1,026 square foot commercial/office building in a C-1 PD (Neighborhood Commercial – Planned Development) zoning district.

NAME OF PROJECT: Mossy Oak office building

LOCATION: 2921 E. 22nd Street

APPLICANT: SMITCO / Gray Rock, LLC.

CORRIDOR: South Range Line Road

EXISTING CONDITIONS:

Zoning	Land Use	Property Size
C-1 PD (Neighbrhood Commercial – Planned Development)	Commercial (partial vacant lot) / Parking Lot	76' x 125' / 9,500 ft² / .22 acres

SITE CONTEXT:

	North	East	South	West
Existing Zoning	C-3	C-3	C-3	C-3
Land Use	Commercial	Restaurant	Vacant	Vacant

TRANSPORTATION:

Streets with access	Classification	Right-of-way width
E. 22nd Street	Local	50'

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

No.

UTILITIES: The property has utility connections.

FLOOD PLAIN: Zone X – Area of minimal flooding.

STAFF ANALYSIS:

DISCUSSION

This Site Plan Review is for the development of a 1,026 square foot commercial/office building.

Access Management: The site will have no new accesses off of E. 22nd Street, but will share access with the Popeye's site to the east. Future cross access will be provided to the commercial-zoned property to the west.

Parking: A total of 8 parking spaces have been provided, including 1 accessible space. A total of 3 spaces will be removed in the future for cross access.

Building Design & Materials: The site will contain a 1,026 square foot office building that has a mixture of building materials, including stone, cement fiber siding, and shingles. The building will have residential design elements that will complement residential to the west along Highview Avenue.

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Buffering: No buffering is required since the property is surrounded by C-3 zoned properties.

Stormwater Management: Due to the size of the property, a stormwater buyout will be used to help pay for improvements downstream.

Staff recommends approval of Case 064-13.

ENCLOSURES:

Site Plan/Landscape Plan, Building Elevations

RECEIVED 9-25-13

CITY OF JOPLIN, MISSOURI

SITE PLAN REVIEW CHECKLIST

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: 064-13
Filing: $350.00
Date Advertised: N/A
Date Notices Sent: N/A
Public Hearing Date: 10-14-13

I. Name of Project: MOSSY OAK PROPERTIES

II. Location of Project: E 22nd (Behind Popeyes) (2921 E. 22nd St.)

III. Name of Owner: SMITCO

IV. Name of Person who Prepared the Site Plan: GRAY ROCK (DIRK THIELDAUK)

V. Instructions:

The following checklist is to be completed by the applicant/developer and shall accompany the Site Plan when it is submitted to the Planning and Zoning Commission. The Site Plan shall include the following data, details and supporting information which are found to be relevant to the proposal. All site plans shall be prepared by an architect or landscape architect registered in the State of Missouri, or by a professional engineer licensed in the State of Missouri. The number of pages submitted will depend on the proposal's size and complexity.

Does the Site Plan comply with or show the following?	Yes	No
A. Name of the project, address, boundaries, date, north arrow and scale of the plan.	✓	
B. Name and address of the owner of record, developer, and seal of the engineer, architect or landscape architect.	✓	
C. Name and address of all owners of record of abutting parcels.	✓	
D. All existing lot lines, easements, and rights-of-way. Include area in acres or square feet, abutting land uses and structures.	✓	
E. The location and use of all existing and proposed buildings and structures within the development. Include all dimensions of height and floor area, show all exterior entrances and all anticipated future additions and alterations. For developments		

in the "C-2" Central Business District (CBD), indicate design details to make new construction compatible with existing structures. ✓ ____

F. The location of all present and proposed public and private ways, parking areas, driveways, sidewalks, ramps, curbs and fences. Location type and screening details for all waste disposal containers shall also be shown. ✓ ____

G. The Municipal Planner may require location, height, intensity, and bulb type (e.g., fluorescent, sodium incandescent) of all external lighting fixtures. The direction of illumination and methods to eliminate glare onto adjoining properties. ____ ____

H. The location, height, size, materials, and design of all proposed signage. N/A ____

I. A landscape plan showing all existing open space, trees forest cover and water sources, and all proposed changes to these features including the size and type of plant material. Water sources will include ponds, lakes, brooks, streams, wetlands, flood plains, and drainage retention areas. ✓ ____

J. The location of all existing and proposed utility systems including:

1. sewer lines and manholes; ✓ ____
2. water lines and fire hydrants; ✓ ____
3. telephone, cable and electrical systems; and ✓ ____
4. storm drainage system including existing and proposed drain lines, culverts, catch basins, headwalls, endwalls, hydrants, manholes, and drainage swales. ✓ ____

K. Plans to prevent the pollution of surface or groundwater, the erosion of soil both during and after construction, excessive run-off, excessive raising or lowering of the water table, and flooding of other properties, as applicable. ✓ ____

L. Existing and proposed topography shown at not more than two-foot contour intervals. All elevation shall refer to United States Geodetic Survey (U.S.G.S.) datum. If any portion of the parcel is within the 100-year flood plain, the area shall be shown, with base flood elevations; and the developer shall present plans for meeting Federal Emergency Management Agency (F.E.M.A.)

requirements. ✓ ___

M. Zoning district boundaries adjacent to the sites perimeter shall be drawn and identified on the plan. ___ ___

N. Traffic flow patterns within the site, entrances and exits, loading and unloading areas, curb cuts on the site and within 100 feet of the site. The City Engineer may require a detailed traffic study for mixed use and multi-tenant developments, or for developments in heavy traffic areas to include:

1. The projected number of motor vehicle trips to enter or leave the site, estimated for daily and peak hour traffic levels. ___ ✓

2. The projected traffic flow pattern including vehicular movements at all major intersections likely to be affected by the proposed use of the site; and ___ ✓

3. The impact of this traffic upon existing abutting public and private ways in relation to existing road capacities. Existing and proposed daily and peak hour traffic levels, as well as road capacity levels, shall also be given. ___ ✓

O. For new construction or alterations to any existing structure, a table containing the following information must be included:

1. Area of structure to be used for a particular use, such as retail operation, office, storage, etc.; ✓ ___

2. Maximum number of employees; ✓ ___

3.	Maximum seating capacity, where applicable;	N/A	___
4.	Number of parking spaces existing and required for the intended use; and	✓	___
5.	A landscape plan for improving large areas of paved parking with appropriate landscaping may be required.	✓	___

SIGNATURE: M. Dirk Thibodaux DATE: 9-26-13

BY: M. Dirk Thibodaux TITLE: President



TAURANT
268 SF
: 1044.00

HIS PLAT, THIS SURVEY OOES NOT
H MAY BE APPLICABLE TO THE SUBJECT
ASEMENTS WHICH WERE VISIBLE AT THE
K LINES; RESTRICTIVE COVENANTS;
)-USE REGULATIONS, AND ANY OTHER
MMITMENT MAY OISCLOSE.

IF THE SURVEY. IT IS NOT TRANSFERABLE
ERS.

HOWN HEREON ARE BASED ON ABOVE
VIDED THE SURVEYOR, IF ANY. LOCATIONS
/ FROM LOCATIONS SHOWN HERON.
ENCOUNTERED. NO EXCAVATIONS WERE
KATE BURIED UTILITIES/STRUCTURES.

VICE LINES TO THE PROPERTY SURVEYED

PENDENT SEARCH FOR EASEMENTS OF
), OWNERSHIP. TITLE EVIDENCE, OR ANY
ITLE COMMITMENT MAY DISCLOSE

DRED'S SUBDIVISION TO THE CITY OF JOPLIN,
ORDED PLAT THEREOF.

EXISTING LEGEND

- FOUND REBAR/PIPE (AS NOTED)
- STORM SEWER MANHOLE
- WATER VALVE
- TELEPHONE RISER
- UTILITY POLE W/GUY
- UTILITY POLE
- CLEAN-OUT
- OH — OH — OVERHEAD LINE
- W — W — WATER LINE
- PROPERTY LINE
- RIGHT-OF-WAY LINE
- FLOWLINE
- SETBACK LINE
- EASEMENT LINE
- 1253 — CONTOUR LINE
- x 1250.00 — SPOT ELEVATION

PROPOSED LEGEND

- HEAVY DUTY ASPHALT PAVING
- CONCRETE PAVING
- SIGN, TYPE AS NOTED ON PLAN
- CONCRETE CURB & GUTTER
- ③ PROPOSED PARKING SPACES
- VAN ACCESSIBLE PARKING STALL

PLANT SCHEDULE

NO.	SYM.	COMMON NAME Botanical Name	SIZE/SPACING/ REMARKS
400 S.Y.		BERMUDA SOD	
18		WINTER GEM BOXWOOD Buxus microphylla japonica 'Winter Gem'	5 GALLON 3' O.C.
4		PRAIRIE FIRE CRABAPPLE Malls 'Prairie Fire'	2" CAL / B&B AS SHOWN

LANDSCAPE PLAN NOTES:

1. THE CONTRACTOR SHALL FURNISH ALL LABOR, MATERIALS, TOOLS, EQUIPMENT, AND RELATED ITEMS REQUIRED FOR THE COMPLETE INSTALLATION OF LANDSCAPE.

2. ALL PLANT MATERIAL SHALL BE NURSERY GROWN. PLANT MATERIAL SIZES AND GRADING SHALL COMPLY WITH THE LATEST EDITION OF AMERICAN STANDARDS FOR NURSERY STOCK, PUBLISHED BY THE AMERICAN NURSERY AND LANDSCAPE ASSOCIATION.

3. ALL PLANT MATERIAL SHALL BE HEALTHY AND FREE FROM ALL VISIBLE SIGNS OF DISEASE OR PEST INFESTATION.

4. CONTRACTOR SHALL ASCERTAIN LOCATION OF ALL UTILITIES PRIOR TO EXCAVATION. PRIOR TO COMMENCING WITH ANY WORK, CONTACT 1-800-344-7483.

5. NO CHANGES TO APPROVED PLANT SCHEDULE WILL BE ALLOWED WITHOUT THE APPROVAL OF THE CITY OF JOPLIN AND THE OWNER'S REPRESENTATIVE

6. ALL TREES SHALL BE INSTALLED, MULCHED, GUYED AND STAKED PER THE DETAILS. ALL SHRUBS SHALL BE INSTALLED AND MULCHED PER THE DETAILS

7. HARDWOOD MULCH, A MINIMUM OF 2" DEEP, SHALL BE APPLIED TO ALL PLANTING BEDS SHOWN ON THIS PLAN.

8. THE CONTRACTOR SHALL PROVIDE A ONE YEAR MINIMUM WARRANTY FOR ALL PLANT MATERIALS AND INSTALLATION FROM THE DATE OF ACCEPTANCE

9. THE CONTRACTOR SHALL SPOIL ANY EXCESS TOPSOIL LOCATED ON THE SITE THAT IS NOT REQUIRED TO PERFORM LANDSCAPE OPERATIONS. IF SUFFICIENT TOPSOIL IS NOT PRESENT ON SITE, THE CONTRACTOR SHALL IMPORT TOPSOIL TO THE SITE IN ORDER TO COMPLETE THE LANDSCAPE OPERATIONS. THE CONTRACTOR SHALL PERFORM A SOIL TEST ON THE EXISTING AND IMPORTED TOPSOIL AND APPLY LIME AND FERTILIZER AS RECOMMENDED BY THE TESTING AGENCY

10. IN ALL PLANTING BEDS, SOD SHALL BE REMOVED ENTIRELY AND SOIL SHALL BE AMENDED WITH SIX INCHES OF TOPSOIL AND A MINIMUM OF SIX INCHES OF COMPOST TILLED INTO THE BEDS.

11. IRRIGATION TO BE DESIGNED AND INSTALLED ON SITE WITH HUNTER PGP ROTARY HEADS, HUNTER "S" TYPE SPRAY HEADS, HUNTER ICC 40 STATION CONTROLLER, RAIN AND FREEZE SENSORS, RAINBIRD PROFESSIONAL SERIES VALVES. EXISTING IRRIGATION IN THE LAWN AREAS SHALL BE RELOCATED OUT OF PROPOSED BED AREAS. ALL PROPOSED BED AREAS SHALL HAVE IRRIGATION ADDED, ADDITIONAL ZONES WILL BE REQUIRED AND POSSIBLY A LARGER CONTROL BOX.

12. ALL LAWN AREAS ARE TO BE IRRIGATED ON SEPARATE STATIONS AS LANDSCAPE BEDS.

13. CONTRACTOR SHALL PROVIDE A THREE YEAR WARRANTY ON THE IRRIGATION SYSTEMS PARTS AND LABOR.

SEEDING AND SODDING NOTE:

ALL DISTURBED AREAS UNDER A 10% SLOPE SHALL BE TOPSOILED TO A MINIMUM DEPTH OF 4", FERTILIZED AT A RATE OF 200 POUNDS PER ACRE AND SEEDED WITH ANNUAL RYE GRASS AT A RATE OF 3-4 POUNDS PER 1000 SQUARE FEET AND WITH TURF-TYPE FESCUE AT A RATE OF 8 POUNDS PER 1000 SQUARE FEET, OR SODDED IF THE AREA IS DESIGNATED FOR SOD. THE AREA MUST ALSO BE MULCHED. THE CONTRACTOR SHALL WATER AND MAINTAIN THE GRASS UNTIL A HEALTHY PERMANENT STAND IS ESTABLISHED.

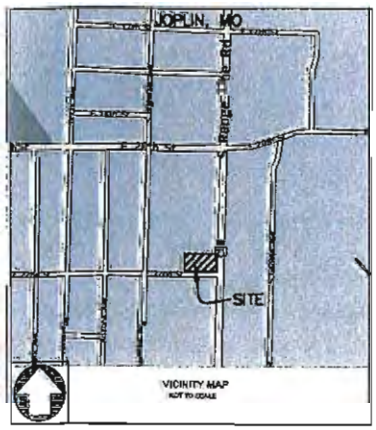
ALL DISTURBED AREAS WITH A 10% TO 15% SLOPE SHALL BE TOPSOILED TO A MINIMUM DEPTH OF 4", FERTILIZED AT A RATE OF 200 POUNDS PER ACRE AND SODDED AND STAKED WITH BERMUDA GRASS (SEE PLAN FOR AREAS.) IF ANY OTHER SLOPES ARE CREATED BY THE CONTRACTOR ABOVE 10%, THEY SHALL ALSO BE TREATED IN THIS MANNER.

ALL AREAS OVER 15% SHALL BE PLANTED AS ABOVE, BUT SHALL ALSO BE COVERED WITH EROSION CONTROL FABRIC.

AREAS TO BE SODDED ARE DESIGNATED BY THE DOTTED HATCH AS SHOWN IN THE LEGEND ON THE PLAN.

FLOOD CERTIFICATION:

THIS PROPERTY IS NOT LOCATED WITHIN ANY PRESENTLY ESTABLISHED 100-YEAR FLOOD PLAIN, AS DETERMINED BY THE NATIONAL FLOOD INSURANCE PROGRAM, FLOOD INSURANCE RATE MAP FOR JASPER COUNTY, MISSOURI AND INCORPORATED AREAS.
MAP NUMBER: 29097C0278E
REVISED DATE: NOVEMBER 2, 2012



VICINITY MAP
NOT TO SCALE

CALL BEFORE YOU DIG
48 WORKING HOURS BEFORE DIGGING IN MISSOURI
CALL 1-800-DIG-RITE

0 10' 20'
SCALE 1" = 10' FEET

STATE OF MISSOURI
JEFFREY S. WOOD
NUMBER PE-2006000138
PROFESSIONAL ENGINEER
9-27-13

THIS DRAWING IS "PRELIMINARY - NOT FOR CONSTRUCTION" UNTIL ABOVE SEAL HOLDER ACKNOWLEDGES THE CANCELLATION OF THIS DISCLAIMER BELOW.

DATE

NO.	DATE	REVISION

MOSSY OAK OFFICE BUILDING
JOPLIN, MO

GRAY ROCK, LLC.
5204 Village Parkway, Suite 11
Rogers, Arkansas 72758
www.grayrockconsulting.com
479.966.4413 office
800.687.7685 fax
Gray Rock
Civil Engineering & Landscape Architecture

PROJECT NO.	SCALE
13-228	1"=10'

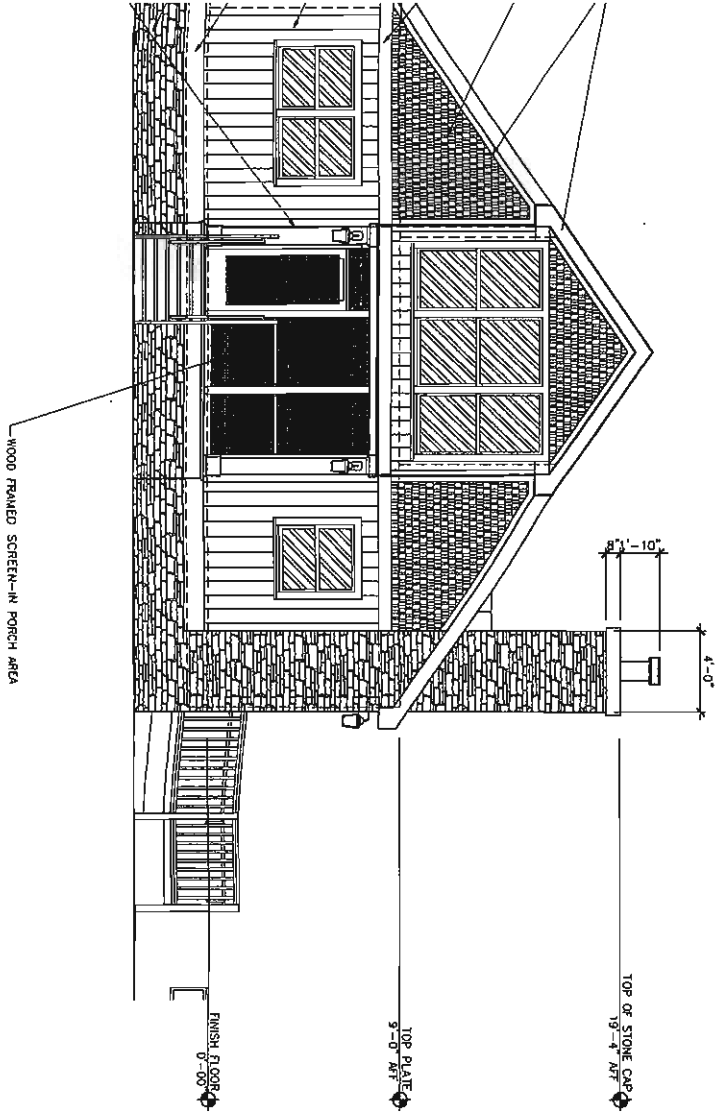
DATE: SEPTEMBER 26, 2013

SITE AND LANDSCAPE PLAN

SHEET NO.
C2.0

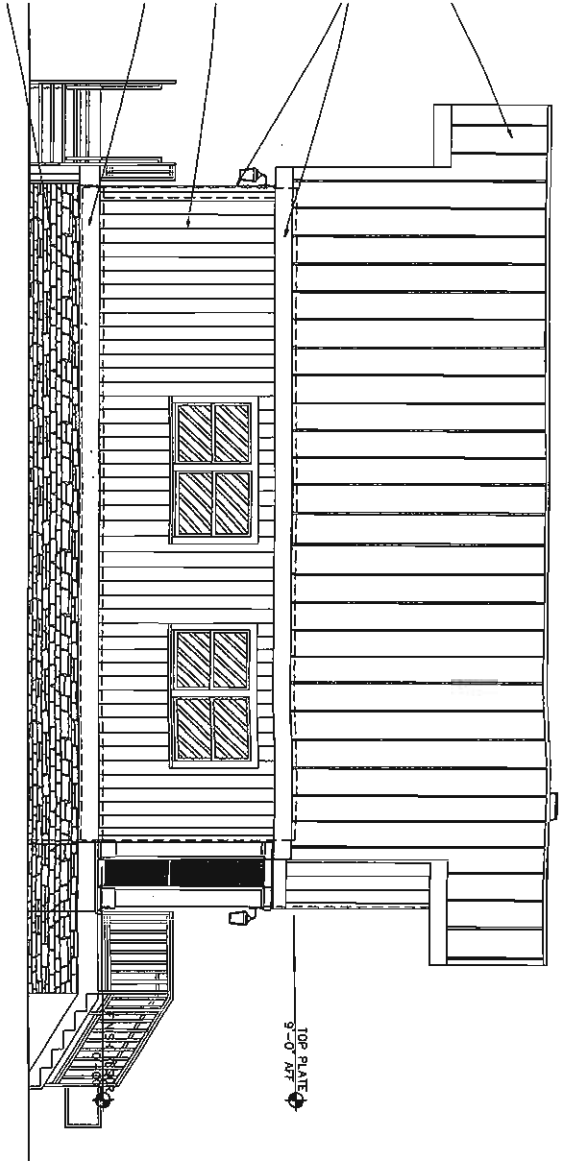
UTH ELEVATION

1/4" = 1'-0"



ST ELEVATION

1/4" = 1'-0"



PERMIT ISSUE 09-23-13

MOSSY OAK PROPERTIES

ELEVATIONS

DATE: 4.4.2013

A2.1

JOB # 13-018

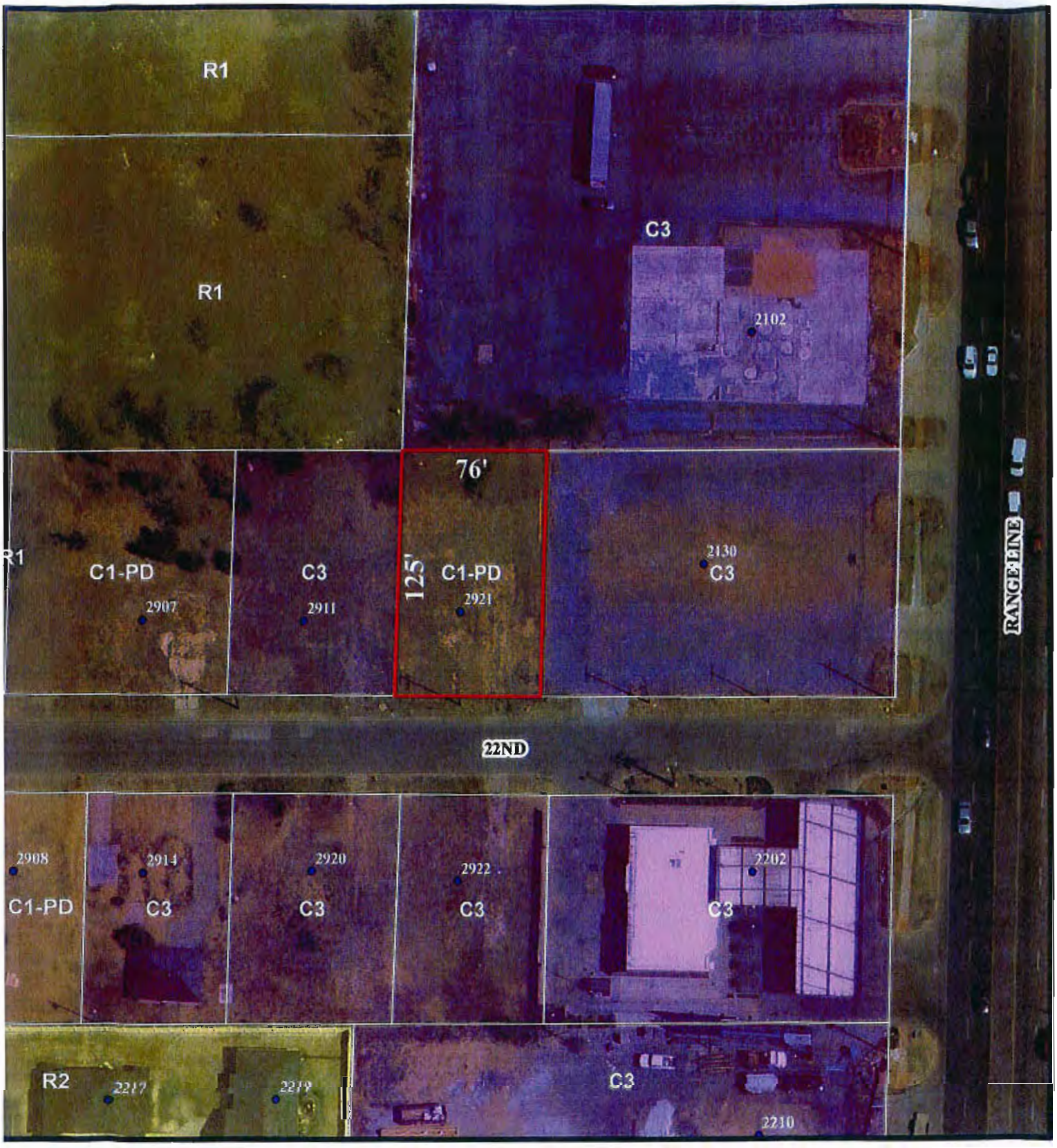
JOPLIN, MISSOURI

HENRY ARCHITECTURE
1722 N COLLEGE AVE., SUITE C - BOX 153
FAYETTEVILLE, AR 72703
PHONE - 479.530-9883

DRAWN BY: CJH4
CHECKED BY: CJH4

REV. NO.	DATE	DESC.

HENRY ARCHITECTURE



Case 064-13: A request for a Site Plan Review for Mossy Oak, a commercial/office development in a District C-1 PD (Neighborhood Commercial - Planned Development) zoning district. - SMITCO



Case 064-13: 2921 East 22nd Street – A request for a Site Plan Review for Mossy Oak, a proposed commercial/office development in a C-1 PD (Neighborhood Commercial – Planned Development) zoning district– SMITCO

Mr. Harrington opened the public comment period for Case 064-13.

Mr. Wright explained that the applicant would be arriving late for this meeting. He stated that this property is directly behind Popeye's on 22nd Street off Range Line Road. The developer plans to construct a 1,000 square foot real estate office building, which will meet all the requirements with regard to landscaping, parking, and building design.

Mr. Duncan asked if there will be enough parking spaces when the cross-access in front of the proposed building is opened up. Mr. Wright replied that only one parking space is required per 300 square feet for the office, with the proposed development having five parking spaces after the cross-access is installed.

Mr. Eastman mentioned a 20-foot utility easement on the west side of this property that doesn't contain any utilities, and he asked if that alley could be vacated since the utilities currently extend along Highview Avenue and Range Line Road.

Mr. Bolander is not familiar with the utility locations in that area. He stated that if the easement is not being utilized and is not needed for a future commercial use, he sees no reason to retain the easement if it is not going to be used in the future.

Mr. Harrington asked for comments from the commissioners and the audience, and none were received. He then closed the public comment period for Case 064-13.

MR. EASTMAN MOVED, SECONDED BY MR. CORTEZ, THAT CASE 064-13 BE FORWARDED TO THE CITY COUNCIL WITH RECOMMENDATION FOR APPROVAL, BASED UPON THE COMMENTS RECEIVED IN THE PLANNING REPORT AND DURING THE PUBLIC COMMENT PERIOD. THE MOTION CARRIED, WITH MR. CORTEZ, MR. DUNCAN, MR. EASTMAN, MR. HARRINGTON, MR. RAMSOUR, AND MR. SMITH VOTING "AYE"; AND WITH MR. BROWN BEING ABSENT (6 IN FAVOR, 1 ABSENT).