

**Please Note:** The Council Meeting will be conducted at Rolla City Hall but physical participation will be limited per CDC guidelines. Citizens are encouraged to watch the proceedings live on Fidelity Cable Channel 16 or through the Fidelity YouTube link at <https://www.youtube.com/channel/UCffrfbYSQqtuhOAVkCCyieA>

**COUNCIL PRAYER**

Ministerial Alliance

**Rolla City Council Meeting  
Tuesday, February 16th, 2021  
901 North Elm Street  
City Hall Council Chambers  
6:30 P.M.**

**PLEDGE OF ALLEGIANCE**

Councilperson Matthew Crowell

**I. PUBLIC HEARINGS**

A. Conditional Use Permit (CUP) to allow an “Arsenals and Munitions Storage” in the M-2, Heavy Manufacturing District at 4060 Hy-Point North (Zon20-03) (City Planner Tom Coots) - **First Reading**

**II. SPECIAL PRESENTATIONS**

- A. Citizen Award Presentation to Judy Terry (Fire Chief Ron Smith & Police Chief Sean Fagan)
- B. Life Saving Award Presentation to Patrol Officer Jeremy Ward (Police Chief Sean Fagan)
- C. RMU 1st Quarter Report (Rodney Bourne, RMU General Manager)

**III. OLD BUSINESS**

- A. **Ordinance** to amend City Personnel Rules (City Administrator John Butz) **Final Reading**
- B. **Ordinance** to amend City Code Sections 27-98 & 27-110 relating to parking. (City Engineer Darin Pryor) **Final Reading**

**IV. NEW BUSINESS**

- A. New Animal Shelter Strategy (City Administrator John Butz) **Discussion/Award**

**V. CLAIMS and/or FISCAL TRANSACTIONS**

**VI. MAYOR/CITY COUNCIL COMMENTS**

**VII. CITIZEN COMMUNICATION**

- A. Open Citizen Communication

**VIII. COMMENTS FOR THE GOOD OF THE ORDER**

**IX. CLOSED SESSION**

Pursuant to Section 610.021 RSMo. City Council will discuss the following issues in Closed Session:

NONE

**X. ADJOURNMENT**



**CITY OF ROLLA  
CITY COUNCIL AGENDA**

**DEPARTMENT:** Community Development

**ACTION REQUESTED:** Public Hearing/First Reading

**SUBJECT:** Conditional Use Permit (CUP) to allow an "Arsenals and Munitions Storage" use in the M-2, Heavy Manufacturing District at 4060 Hy-Point North (ZON20-03)

**MEETING DATE: February 16, 2021**

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**Application and Notice:**

Applicant - Eric Jensen of Second Amendment Wholesale  
Owner - Ryan Buchanan of ECapital MO Industrial I LLC  
Public Notice - Letters mailed to property owners within 300 feet; Legal ad in the Rolla Daily News; signage posted on the property; information available on city website

**Background:**

The applicant currently operates from a location in Grand Forks, North Dakota. The applicant seeks to expand their guns and ammunition wholesale distribution business to a more central location in the country to reduce shipping time. The applicant has selected the former FedEx building as a suitable location, being near I-44, centrally located, fire sprinkled, and meeting their other needs. The applicant does not engage in retail sales, manufacture any products, or store explosive materials. The business is primarily conducted online to provide wholesale goods to retailers.

The former FedEx building has been listed for sale for about 4 years.

**Property Details:**

Current zoning - M-2, Heavy Manufacturing  
Proposed use - Wholesale gun and ammunition (Arsenals and Munitions Storage and Manufacture)  
Land area - About 8.7 acres  
Building area - About 50,000 sq. ft.

**Public Facilities/Improvements:**

Streets - The subject property has frontage on Hy-Point North and on State Hwy V, both local streets. The existing driveway is from Hy-Point North.  
Sidewalks - There are no existing sidewalks in the area.  
Utilities - The property is already served by all needed utilities.  
Drainage - Additional detention may be needed if the facility is ever expanded.

1.A.1

**Comprehensive Plan:** The Comprehensive Plan indicates that the subject property is appropriate for industrial uses.

**Discussion:** The zoning code does seem to classify the proposed use as “Arsenals and Munitions Storage and Manufacture”. The intent seems to be that such uses can include the storage of explosive and dangerous materials. However, the applicant does not plan to use the property for any storage of explosives or manufacture any goods. In reality, the site will operate similar to a warehouse, with trucks bringing goods to and from the site. The applicant states that the site will be protected by various security measures including cameras and alarms. The site is already secured by a security fence.

Given the scale of the operation, it may be reasonable to assume that the level of traffic will be much less than the traffic generated from the former FedEx use. The applicant states that the site would employ upwards of 30 people in total. Retail sales are not proposed. The subject property is zoned M-2, Heavy Manufacturing and is surrounded by zoned M-2. The nearest residence is located over 300 feet from the building.

The building does have a dry fire suppression system. The system should be adequate for the proposed use, including the storage of ammunition. Bullets, etc. are not explosive or volatile. In extreme heat bullets simply “pop” rather than shoot or cause an explosion. The premises will be subject to inspection by the Rolla Fire Department.

If the Conditional Use Permit is approved, the following conditions are recommended as conditions of approval:

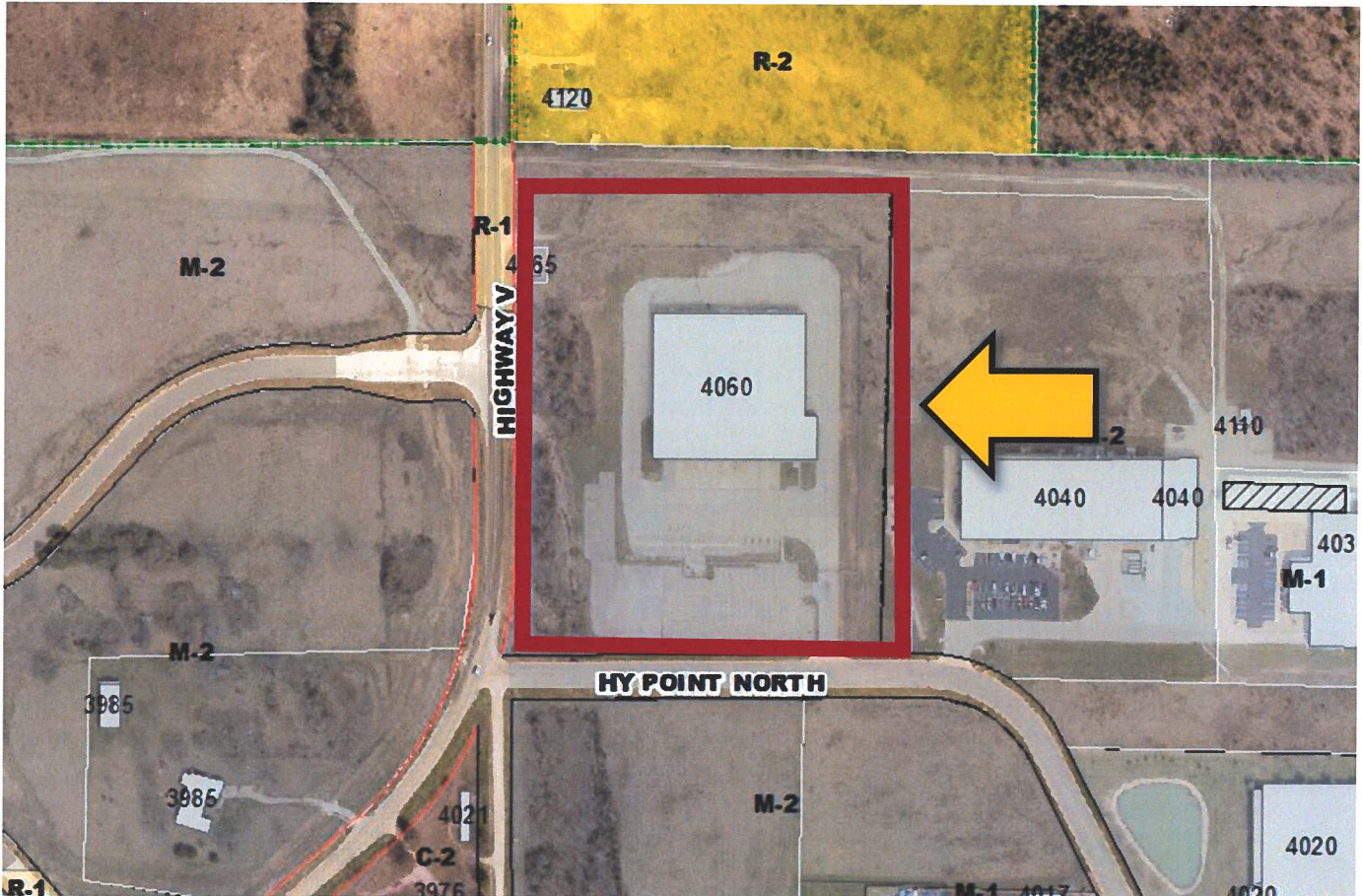
1. The Conditional Use Permit is granted only to Second Amendment Wholesale and any subsidiary organizations
2. Any expansion of the facilities will require approval of an amended Conditional Use Permit.
3. The Conditional Use Permit is limited to permitting the storage, distribution, transfer, wholesale, etc. of firearms, ammunition, and accessory products. No on-site retail sales is permitted without approval of an amended Conditional Use Permit.
4. A copy of all required ATF licenses must be submitted for the files.
5. Security fencing and systems must be maintained for the duration of the use.

**Planning and Zoning Commission Recommendation:**

The Rolla Planning and Zoning Commission conducted a public hearing on February 9, 2021 and voted 7-0 to recommend approval of the request with the conditions suggested in the staff report.

**Prepared by:** Tom Coots, City Planner

**Attachments:** Ordinance; Public Notice Letter; Application, Letter of Request



Project Information:	Public Hearings:	For More Information Contact:
<p>Case No: CUP 21-01                      Location: 4060 Hy-Point North                      Applicant: 2<sup>nd</sup> Amendment Wholesale</p> <p>Request:                      CUP to allow an Arsenals and Munitions Storage use in the M-2, Heavy Manufacturing District</p>	<p>Planning and Zoning Commission  <b>February 9, 2021</b>  <b>5:30 PM</b>                      City Hall: 1<sup>st</sup> Floor</p> <p>City Council  <b>February 16, 2021</b>  <b>6:30 PM</b>                      City Hall: 1<sup>st</sup> Floor</p>	<p><b>Tom Coots, City Planner</b>  <a href="mailto:tcoots@rollacity.org">tcoots@rollacity.org</a></p> <p>(573) 426-6974                      901 North Elm Street                      City Hall: 2<sup>nd</sup> Floor                      8:00 – 5:00 P.M.                      Monday - Friday</p>

I.A.3



ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO AUTHORIZE THE ISSUANCE OF A CONDITIONAL USE PERMIT TO THE PROPERTY KNOWN AS 4060 HY-POINT NORTH FOR THE USE OF “ARSENALS AND MUNITIONS STORAGE” IN THE M-2, HEAVY MANUFACTURING DISTRICT. (2<sup>ND</sup> AMENDMENT WHOLESALE)**

**(CUP21-01)**

**WHEREAS**, an application for a Conditional Use Permit (CUP) was duly filed with the Community Development Department requesting that the City of Rolla issue a Conditional Use Permit for the property currently known as 4060 Hy-Point North for the use of “Arsenals and Munitions Storage” in the M-2, Heavy Manufacturing district; and

**WHEREAS**, a public notice was duly published in the Phelps County Focus for this according to law which notice provided that a public hearing would be held at Rolla City Hall, 901 N. Elm, Rolla, Missouri; and

**WHEREAS**, the City of Rolla Planning and Zoning Commission met on February 9, 2021 and recommended the City Council approve the issuance of the proposed Conditional Use Permit; and

**WHEREAS**, the Rolla City Council, during its February 16, 2021 meeting, conducted a public hearing concerning the proposed Conditional Use Permit to hear the first reading of the attached ordinance;

**WHEREAS**, after consideration of all the facts, opinions, and evidence offered to the City Council at the hearing by those citizens favoring the said Conditional Use Permit and by those citizens opposing said permit, the City Council found the proposed Conditional Use Permit would promote public health, safety, morals and the general welfare of the City of Rolla, Missouri, and would be for the best interest of said City;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI AS FOLLOWS:**

**SECTION 1:** That the Basic Zoning Ordinance No. 3414, Chapter 42 of the Code of the City of Rolla, Missouri which zoning ordinances adopts zoning regulations, use districts, and a zoning map in accordance with the Comprehensive Plan is hereby amended by authorizing the issuance of a Conditional Use Permit for the use of “Arsenals and Munitions Storage” in the M-2, Heavy Manufacturing district on property currently known as 4060 Hy-Point North, and as described as follows:

Land situated in the State of Missouri, County of Phelps, described as follows:

All of Lot 1 of Hy-Point Industrial Park North Plat No. 2, Rolla, Missouri, except lands described in Corporation Warranty Deed recorded in the Phelps County Records as Document Number 2004-4999.

**SECTION 2:** That, as a condition of approval of this ordinance, this Conditional Use Permit will be subject to the following conditions:

1. The Conditional Use Permit is granted only to Second Amendment Wholesale and any subsidiary organizations.
2. Any expansion of the facilities will require approval of an amended Conditional Use Permit.
3. The Conditional Use Permit is limited to permitting the storage, distribution, transfer, wholesale, etc. of firearms, ammunition, and accessory products. No on-site retail sales is permitted without approval of an amended Conditional Use Permit.
4. A copy of all required ATF licenses must be submitted for the files.
5. Security fencing and systems must be maintained for the duration of the use.

**SECTION 3:** This ordinance shall be in full force and effect from the date of passage and approval. As of the date of passage and approval, the applicant is under contract to purchase said property. If the purchase of the property is not complete within 180 days of the passage and approval of this ordinance, the ordinance shall be null and void.

**PASSED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI AND APPROVED BY THE MAYOR THIS 1ST DAY OF MARCH, 2021.**

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Counselor



January 14, 2021

2nd Amendment Wholesale Inc.  
2856 N Washington St.  
Grand Forks, ND 58203

To City of Rolla Community Development Department,

This letter is the "Letter of Request" for a Conditional Use Permit for the warehouse located at 4060 Hy-Point North Dr, Rolla, MO 65401. Our company has over 30 employees and we are in need of a larger warehouse. Unfortunately, there were no suitable options available in our hometown of Grand Forks, ND and our search for a new warehouse which led us to viewing a warehouse in Rolla, MO on Wednesday, January 13th, 2021.

The business we intend to operate out of the aforementioned address is a wholesale distribution business that sells only to other businesses (B2B only). Product is received from manufacturers, warehoused temporarily then sold & shipped out in smaller increments to legally licensed Federal Firearms Licence retailers (FFL dealers) across the United States. We have a current & valid Type 08 FFL "Importer of Firearms Other Than Destructive Devices" issued by the ATF for our current warehouse in North Dakota. We would acquire the exact same FFL type at the above warehouse address, should this permit be granted & building sale completed.

The specific product type stored will be as follows: firearms and related accessories, ammunition (completed cartridges) and other various sporting goods items. Please note that we do not sell or store "powder" or "blackpowder" or other raw materials for reloading ammunition at this time nor do we have plans to do so in the future. It is worth noting that the shipments we receive, specifically ammunition, do not result in long-term storage in our warehouse. Ammunition that delivers to our warehouse is shipped out shortly thereafter.

Lastly, exterior and interior building security is of uppermost importance to our company due to the products we distribute. Should we end up moving our business to Rolla, we would plan to install a comprehensive security system with dozens of security cameras as well as motion detectors, glass breaks and door breach alarms.

At this present time, this potential building purchase is contingent upon a Conditional Use Permit being issued that specifically approves of arsenals and munitions being stored at the premise address. Should you have any questions or require clarifications or additional information please contact me directly.

Sincerely,

  
Eric Jensen

CEO  
Phone: 1-855-434-2486  
Mobile: 701-330-3444  
Fax: 1-855-808-9697  
Email: eric@2ndamendmentwholesale.com

*I.A.L*



**CITY OF ROLLA  
CITY COUNCIL AGENDA**

**DEPT. HEAD:** Ron Smith, Fire Chief                      **ACTION REQUESTED:** Presentation

**ITEM/SUBJECT:** Citizen Award – Judy Terry

**BUDGET APPROPRIATION:** N/A                                      **DATE:** February 16, 2021

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The City of Rolla Fire & Rescue in conjunction with the City of Rolla Police Department are pleased to present a Citizens Award to Judy Terry, American Red Cross of Rolla.

For the last 19 years, Judy has served as the Phelps County/City of Rolla Regional Volunteer for the American Red Cross. As part of her responsibilities with the Red Cross, Judy works to provide fire victims with hope after experiencing the tragedy of a fire.

Through the Red Cross, she works to provide housing, clothing, and food to each victim regardless of the circumstances.

She has responded and continues to respond to fires at all hours of night, in all weather conditions, for all types of people with many of them emotionally and physically injured.

She has shown compassion and made a noticeable impact for the Citizens of Rolla by also volunteering at the following organizations.

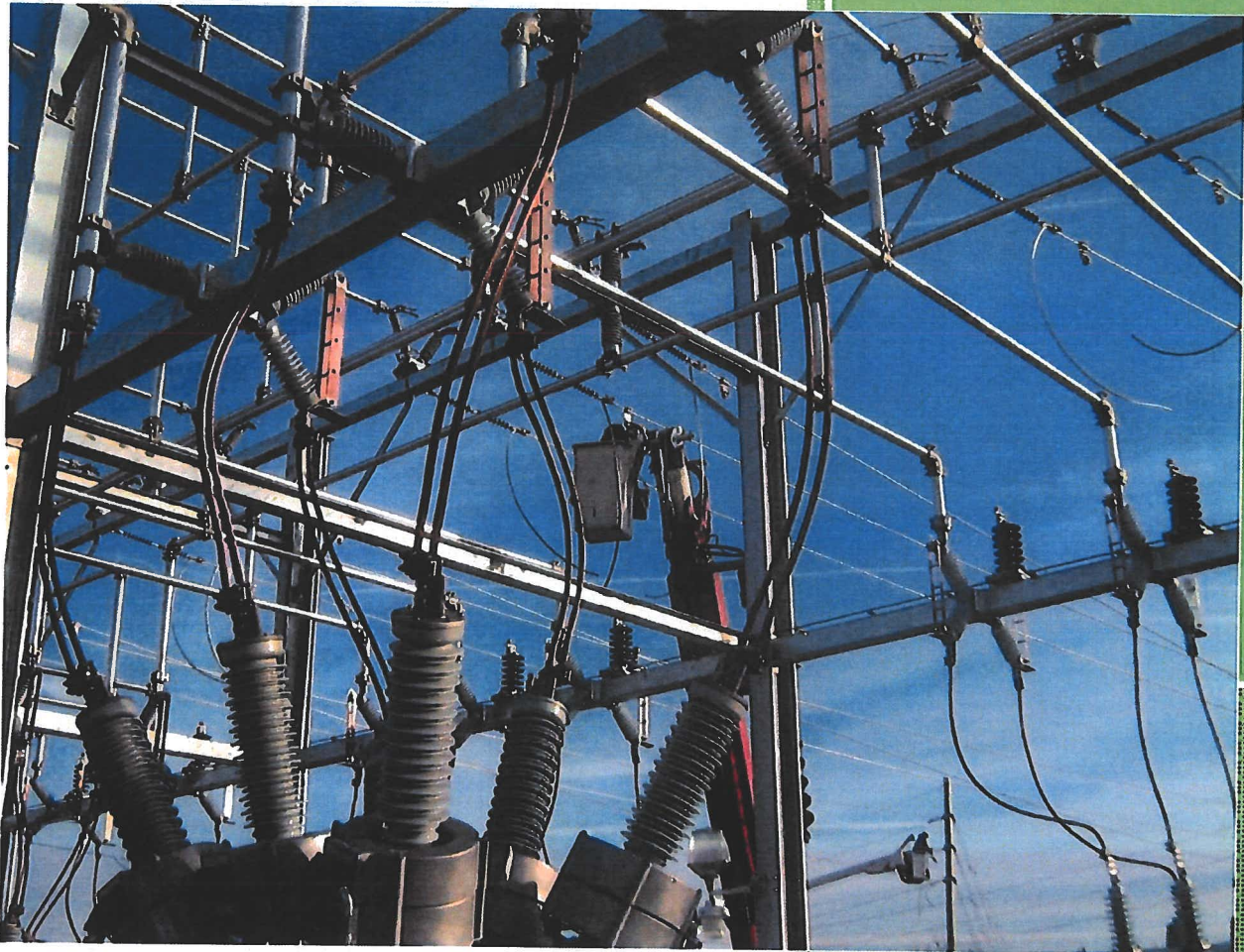
- First Assembly of God – Shelter Food Service
- AARP Tax Aid Service – Volunteer
- Meals on Wheels – Volunteer
- Rolla Nutrition Site – Volunteer
- GRACE – Volunteer

It is with great honor we present to Ms. Terry a Citizen’s Award through the gifting of Challenge Coins from the City of Rolla Fire & Rescue and the City of Rolla Police Department.



2021

# Fiscal Year 1st Quarter Report



Rolla Municipal Utilities  
Provided to Rolla City Council  
February 16, 2021

II.C.1



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## **A STATEMENT BY THE BOARD OF PUBLIC WORKS**

The Electric Power and Water System of the City of Rolla will be known as the **ROLLA MUNICIPAL UTILITIES**. Mr. J. B. Bronson will continue as general manager.

It will be the policy of the Board to operate the Rolla Municipal Utilities strictly on a business basis. There will be no change in the general policies of the management. All rates will be the same for the present.

The Board has three primary obligations:

- 1 To give the best possible service to the Citizens of Rolla.
2. To accumulate funds for the payment of the indebtedness. (Bond Issue and Revenue Certificates).
3. To build up reserve funds for any emergency and for replacement of machinery and equipment.

Regarding Service Interruptions:

This trouble is not in the local system, but in the source of supply. We hope eventually to have other sources of supply available and improve the electric service in Rolla.

Beginning immediately, \$1000.00 per month from the profits will be paid to the General Fund of the City of Rolla, which is to replace the Franchise Tax formerly paid by the Missouri General Utilities.

No merchandise will be sold in competition with local merchants.

No repair service will be maintained in competition with local Electric Service men.

Next Monday, November 12th, our offices will open in our new building, formerly the Negro U. S. O Building, 102 W. 9th Street. All business will be transacted from this location after that date. The Rolla Free Public Library will occupy the second floor, and the State Board of Health and the County Agent the basement of this building. These quarters are furnished to the above organizations without cost as a public service of the Rolla Municipal Utilities.

## **Rolla Board of Public Works**

H. E. CASTLEMAN, President  
F. H. FRAME, Vice-President  
R. E. SCHUMAN, Secretary  
F. A. CAMERON, Member



## **FIRST QUARTER FINANCIAL RECAP (Unaudited)**

### **OPERATING INCOME and EXPENSES**

	<b>1st Quarter FY 2020</b>	<b>1st Quarter FY 2021</b>	<b>CHANGE</b>
<b>OPERATING REVENUES</b>	\$7,343,879	\$6,998,942	\$344,937
<b>OPERATING EXPENSES</b>	(\$7,503,016)	(\$7,935,915)	(\$432,899)
<b>OPERATING INCOME</b>	(\$159,137)	(\$936,973)	(\$777,836)
<b>OTHER INCOME &amp; EXP.</b>	\$220,981	\$8,634,020	\$8,413,039
<b>NET INCOME</b>	\$61,845	\$7,697,047	\$7,635,202

Upon completion of the first quarter of FY 2021, Operating Revenues are down \$344,937 as compared to last year. Operating Expenses are up (\$432,899) for the same period resulting in an Operating Income of (\$936,973), which is up (\$777,836). When combined with miscellaneous income and expenses, RMU experienced a Net Income of \$7,697,047, which is up \$7,635,202 as compared to the first quarter of FY2020.



## **STATUS OF PENDING PROJECTS**



### **ELECTRIC DEPARTMENT**

- **ELECTRICAL EXTENSIONS/UPGRADES**

- Kingshighway – Highway 63 to Fairgrounds Road – Reconfiguration of electric distribution system to remove overhead electric in right-of-way in conjunction with Move Rolla Transportation Development District Improvements. Conversion at operating voltage in vicinity of Lynwood Drive and Morrell. Started, November 12, 2019. Ongoing.
- Alfermann Substation – Modifications to accommodate sale of 138kV assets to Ameren. Started, July 23, 2020. Ongoing.
- City of Rolla Southeast Wastewater Treatment Plant – Installed pole, underground conductor, transformer, and metering. Started, October 6, 2020. Completed, December 28, 2020.
- 9<sup>th</sup> Street: Alley west of Rolla Street – New overhead electric distribution system to provide connectivity between two circuits. Started, November 4, 2020. Ongoing.
- 425 Pine Tree Road – New underground electric distribution to provide loop feed to a current radial feed and provide service to new commercial development. Started, November 24, 2020. Completed, January 6, 2021.
- University Drive Relocation – Reconfigured electric distribution system to accommodate relocation of University Drive in conjunction with Move Rolla



Transportation Development District Improvements. Started, November 24, 2020. Ongoing.

- 1002 North Bishop, Jimmy John's – New underground electric distribution system. Started, December 21, 2020. Completed, January 5, 2021
- Missouri Public Utility Alliance Mutual Aid Program – Mutual aid requested through MPUA in response to an ice storm in Hannibal, Missouri. Six RMU employees responded. January 2, 2021 through January 5, 2021.



## **WATER DEPARTMENT**

### **• WATER MAIN INSTALLATION**

- Olive Street – Highway 72 to 9<sup>th</sup> Street; 3<sup>rd</sup> Street – Olive to Oak Streets; Oak Street – 2<sup>nd</sup> to 3<sup>rd</sup> Street – Replaced existing 4" and 6" mains with new 8" PVC. Started, June 19, 2019. Completed, December 11, 2020.
- Kingshighway – Replaced water main in conjunction with Move Rolla Transportation Development District Improvements. TDD contractor performing most of the work with RMU crews completing system connections. Started, August 11, 2020. Completed, December 8, 2020.
- Well #14 – Replaced pump, motor, check valves and piping. Started, November 3, 2020. Completed, December 1, 2020.
- Oak Street – Highway 72 to 1<sup>st</sup> Street; Phelps Avenue – Oak to Olive Streets – Replaced existing 4" and 6" mains with new 8" PVC. Started, December 21, 2020. Ongoing.
- Victoria Drive – Replaced water service lines. Started, December 21, 2020. Ongoing.
- Honeysuckle Lane – Replaced water service lines. Started, January 25, 2021. Ongoing.
- Scottsdale Drive – Replaced water service lines. Started, January 25, 2021. Ongoing.

### **• FIBER**

- RMU Communications Building – Installed fiber between Business Office and Communications Building to allow installation of equipment in Communications Building. Started, May 7, 2020. Ongoing.
- Fiber lease to Socket Telecomm – Configuration of RMU fiber system to provide point to point fiber path for Socket Telecomm. Started, January 20, 2021. Ongoing.

## **MISCELLANEOUS**

### **• TRAINING/PERSONNEL**

- Missouri Water and Wastewater Conference – (online) "Dig Rite, Trenching and Confined Spaces". November 23, 2020. Two RMU employees attended.
- Missouri Water and Wastewater Conference – (online) "First Aid Awareness". December 3, 2020. Two RMU employees attended.
- One employee promoted to Meter Reader/Service Man, November 26, 2020.
- One employee promoted to Journeyman Lineman, December 26, 2020.
- Business/Finance Manager retired, November 2, 2020
- Operations Foreman retired, February 1, 2021
- New Hires: Engineer I, October 19, 2020; Finance Manager, December 29, 2020; Business Manager, January 15, 2021; Systems Technician, January 25, 2021.

- **PRESENTATIONS**

- Rolla High School – Experts in the Classroom. January 29, 2021. Three RMU employees presented.



**CITY OF ROLLA  
CITY COUNCIL AGENDA**

**DEPARTMENT HEAD: John Butz, City Administrator**

**ACTION REQUESTED: Final Reading**

**ITEM/SUBJECT: Ordinance to amend minor provisions of City Personnel Rules**

**BUDGET APPROPRIATION: NA**

**DATE: February 16, 2021**

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**COMMENTARY:**

The City last reviewed the City of Rolla Personnel Rules in 2018. From time to time issues arise that justify review and modification of same. The attached Ordinance amends four provisions dealing with nepotism and potential conflict of interest, garnishment, and personnel records.

- 1) Chapter 9 Job Application and Selection – amends the Personnel Rules to allow related family members to be hired within the same department and to be eligible for promotion provided there is no violation of nepotism and with reasonable safeguards.
- 2) Chapter 11 Performance Evaluation – outlines retention requirements of personnel files and refers to Ch. 24 for paper or digital copies of same.
- 3) Chapter 19 Miscellaneous Provisions – provides flexibility on enforcement and penalties of repeated garnishments.
- 4) Chapter 20 Loss Control – minor amendment on Hwy Patrol investigations – RPD accidents.

**Recommendation: Final Reading to amend 4 sections of the City's Personnel Manual.**

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AUTHORIZING THE AMENDMENT TO THE CITY OF ROLLA PERSONNEL MANUAL, DATED OCTOBER 1, 2018.

**Whereas**, the City of Rolla last enacted a revision to the City of Rolla Personnel Manual on September 17, 2018; and,

**Whereas**, issues and clarification to the Personnel Rules surface from time to time that could affect all city employees or groups of employees.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI, AS FOLLOWS:

**Section 1.** Chapter 9 Job Application and Selection

10) a. Nepotism: The MO Constitution prohibits any City Officer or employee who by virtue of his office or employment, names or appoints any relative within the fourth degree, by consanguinity or affinity, to City employment. A violation of nepotism shall result in forfeiture of his employment or Office.

b. Employment as it relates to family members: It is permissible having related family members working within the same Department provided there is a formal search and selection process for the most qualified candidate. In such cases a related family member may be eligible for promotion through a competitive selection process. A supervisor or manager shall not recommend, approve or appoint a related family member for promotion or hire within the same Department. Approval by the City Administrator is required for any promotions or evaluations when related family members exist within the same Department. Reclassifications and compensatory adjustments applicable to all employees is permissible.

**Section 2.** Chapter 11 Performance Evaluation

Section 5) Record Keeping

- a) Employees shall sign evaluations, not to necessarily show agreement, but to acknowledge that the evaluation was received and reviewed by the employee. The employee may request a copy of the performance evaluation after the Department Director and City Administrator have reviewed it. The fully executed evaluation and interim evaluation will be placed in the primary employee personnel file as stipulated in the Chapter 24 (records and reports).
- b) Employee performance evaluations shall remain confidential.

**Section 3.** Chapter 19 Miscellaneous Provisions

Section 2) Garnishment Policy

III.A.2

Subsection a) 2) c) Third or more court ordered garnishment – The Finance Department shall notify the Department Director for the third or more garnishments. The Department Director will counsel the employee, issue a written warning and suspend the employee for twenty-four hours without pay. The Department Director and City Administrator will review the case and determine whether the employee should be terminated from city employment. In considering termination for multiple garnishments the city will consider the timing and severity of the garnishments and the position involved.

**Section 4.** Chapter 20 Loss Prevention Program Policy

Section 7) Worker’s Compensation Program:

Subsection e) When an employee is involved in an equipment or vehicle accident, the Rolla Police Department must be notified for immediate investigation and reporting. When a member of the Rolla Police Department is involved in a motor vehicle accident where damage is caused to property other than city equipment or property, the Missouri Highway Patrol must be notified for immediate investigation and reporting. In case an accident occurs outside City limits, the appropriate law enforcement agency must be notified for immediate investigation and reporting. Once proper authorities are notified, the Supervisor and/or Department Director must be notified. The Department Director shall notify the Finance Department immediately. A general liability report and supervisor’s investigation report shall be submitted to the Finance department no later than forty-eight (48) hours after the accident or injury. Failure to submit the required reports, without notice, will result in the loss of the entire annual safety incentive. Depending on the circumstances and employee involvement, any failure to report an injury will result in the forfeiture of the entire annual safety incentive for both employees and the supervisor. Reporting is required even if the damages are perceived to be minimal. This is to insure proper coverage will be extended if unforeseen damages arise.

PASSED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI, AND APPROVED BY THE MAYOR THIS 16TH DAY OF FEBRUARY, 2021.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Counselor

III .A.3



**CITY OF ROLLA**

**CITY COUNCIL AGENDA**

**DEPARTMENT HEAD:** Darin Pryor, Engineer

**ACTION REQUESTED:** Ordinance **Final Reading**

**ITEM/SUBJECT:** Police Parking Only

**BUDGET APPROPRIATION (IF APPLICABLE) \$** **DATE:** 02/16/21

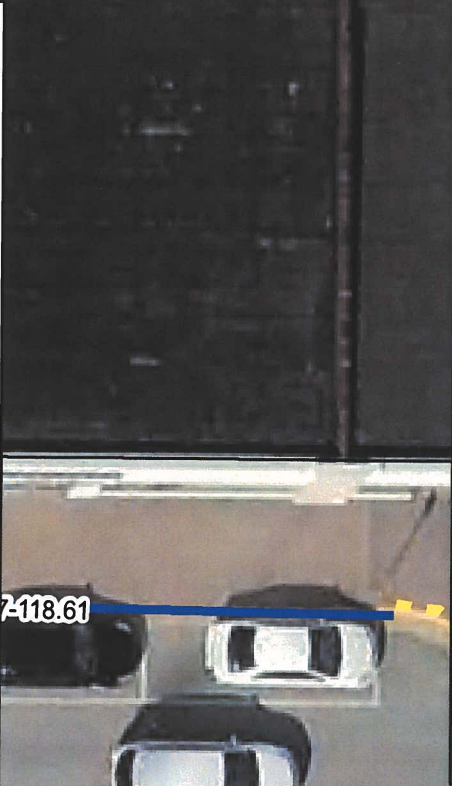
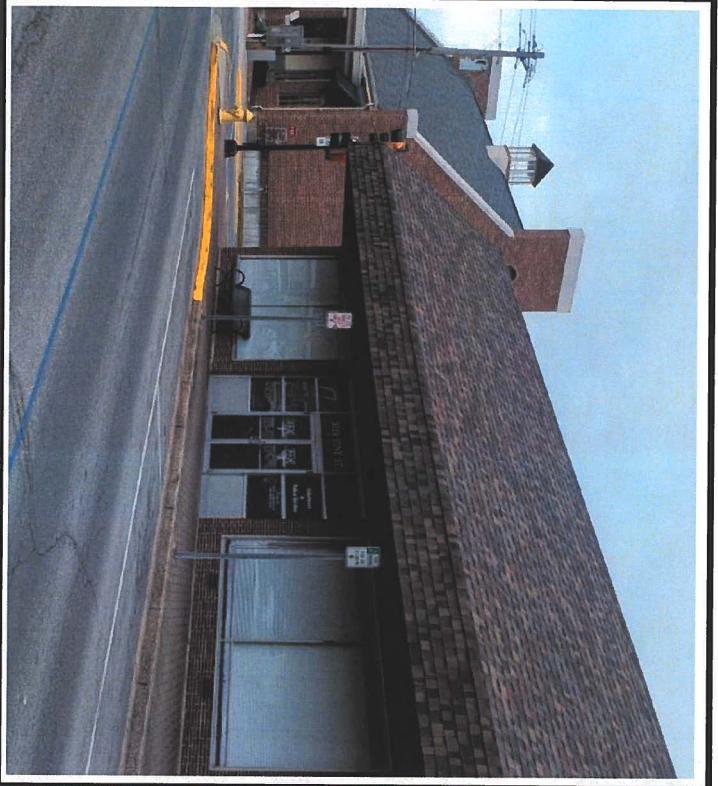
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**COMMENTARY:**

Staff received a request from the Rolla Police Department to change 30 minute parking spot in front of the VIPS office (on Pine Street) to Police Parking Only. If approved the attached ordinance would make this change.

III. B. 1





**PINE STREET**



**11TH STREET**

**VIPS**

Remove: 30 Minute Parking 8am-5pm  
 Replace with: Police Parking Only 7am-6pm

Delete: Sec. 27-98. Thirty minute parking - From 8:00 A.M. to 5:00 P.M.

.06 Pine Street, on the east side, from a point thirty-six feet south of the intersection of Pine Street and Eleventh Street, to a point fifty-six feet south of the intersection of Pine Street and Eleventh Street.

Add: Sec. 27-110. Police Parking Only 7:00 A.M. to 6:00 P.M.

.03 Pine Street, on the east side, from a point thirty feet south of the intersection of Pine Street and Eleventh Street, to a point fifty feet south of the intersection of Pine Street and Eleventh Street.



1/25/2021

ORDINANCE NO.

AN ORDINANCE AMENDING SECTIONS 27-98 AND 27-110 OF THE GENERAL ORDINANCES OF THE CITY OF ROLLA, MISSOURI KNOWN AS THE CODE OF THE CITY OF ROLLA, MISSOURI, AND ENACTING NEW SECTIONS 27-98 AND 27-110 IN LIEU THEREOF RELATING TO PARKING.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI AS FOLLOWS:

**Section 1:** That Section 27-98 of the Code of the City of Rolla, Missouri, pertaining to parking is hereby amended to read as follows:

**Sec. 27-98 Thirty minute parking-From 8:00 A.M. to 5:00 P.M.**

.01- Eleventh Street, on the north side from a point fifty-three feet east of the intersection of Eleventh Street and Elm Street to a point one hundred and sixty-nine feet east of the intersection of Eleventh Street and Elm Street. (Ord. 3942)

.02- Eleventh Street, on the south side from a point fourteen feet east of the intersection of Eleventh Street and Rolla Street to a point fifty-three feet east of the intersection of Eleventh Street and Rolla Street. (Ord. 3942)

.03- Elm Street, on the east side from a point sixty feet north of the intersection of Elm Street and Eleventh Street to a point two hundred and twenty-two feet north of the intersection of Elm Street and Eleventh Street. (Ord. 3942)

.04- Park Street, on the east side from a point thirty feet north of the intersection of Park Street and Sixth Street to a point one hundred fifty-feet north of the intersection of Park Street and Sixth Street. (Ord. 3942)

.05- Pine Street, on the west side, from a point thirty-three feet south from the intersection of Pine Street and Eighth Street to a point seventy-four feet south of the intersection of Pine Street and Eighth Street. (Ord. 3942)

.06- Rolla Street, on the east side from a point twenty feet south of the intersection of Rolla Street and Eleventh Street to a point two hundred and forty-five feet south of the intersection of Rolla Street and Eleventh Street. (Ord. 3942)

.07- State Street, on the east side from a point thirty feet south of the intersection of State Street and Eighth Street to a point one hundred fifty-two feet south of the intersection of State Street and Eighth Street. (Ord. 3942)

.08- Rolla Street, on the west side, from a point eighty-five feet north of the intersection of Rolla Street and Tenth Street, to a point one hundred and thirty feet north of the intersection of Rolla Street and Tenth Street. (Ord. 4289)

III. B.3

.09- Rolla Street, on the east side, from a point fifty feet north of the intersection of Rolla Street and Eleventh Street, to a point one hundred and eighty-five feet north of the Intersection of Rolla Street and Eleventh Street. (Ord. 4305)

It shall be unlawful for any person to cause or permit any motor vehicle registered in his/her name to be unlawfully parked as set out in this Section.

**Section 2:** That Section 27-110 of the Code of the City of Rolla, Missouri, pertaining to parking is hereby amended to read as follows:

**Sec. 27-110. Police Parking Only 7:00 A.M. to 6:00 P.M.**

.01- Eleventh Street, on the south side, from a point thirty feet east of the intersection of Eleventh Street and Pine Street, to a point one hundred and fifteen feet east of the intersection of Eleventh Street and Pine Street.

.02- Eleventh Street, on the south side, from a point thirty feet west of the intersection of Eleventh Street and Elm Street, to a point one hundred and fifteen feet west of the intersection of Eleventh Street and Elm Street.

.03 - Pine Street, on the east side, from a point thirty feet south of the intersection of Pine Street and Eleventh Street, to a point fifty feet south of the intersection of Pine Street and Eleventh Street.

It shall be unlawful for any person to park a vehicle at or in the following designated areas at the time set forth:

**Section 3:** That this ordinance shall be in full force and effect from and after the date of its passage and approval.

PASSED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI, AND APPROVED BY THE MAYOR THIS 16th DAY OF FEBRUARY, 2021.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY COUNSELOR

III.B.4



**CITY OF ROLLA  
CITY COUNCIL AGENDA**

**DEPARTMENT HEAD: John Butz, City Administrator**

**ACTION REQUESTED: Discussion/Award**

**ITEM/SUBJECT: New Animal Shelter Strategy**

**BUDGET APPROPRIATION: \$125,000**

**DATE: February 16, 2021**

\*\*\*\*\*

**COMMENTARY:**

Following the very generous donation by Mr. Bob Eck in 2013 for "animal care" (\$441,000), the city performed a needs assessment and feasibility analysis on replacing our nearly 50 year old "dog pound". That report suggested building a 6,000 square foot facility with total construction costs of \$1.6 M with site work and parking. In addition "soft costs" -- AE fees, civil, soil testing, survey, and FF&E - would add another 20% (plus land). It was also estimated that operating costs for a new facility could increase from \$150,000 per year to \$200,000 depending on services and volunteer support.

In 2015 a citizens committee was formed to raise an additional \$800,000 - \$1,000,000 to build the Shelter. Over the course of the next three years the committee was able to raise an additional \$275,000. Not having a building schematic/design to display and lacking professional fund-raising services the effort lost momentum by 2018 despite best efforts.

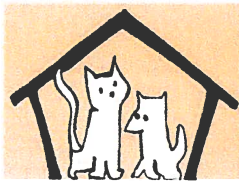
Without committed funds to build a new facility, in early 2020 the City considered renovating existing commercial buildings in hopes of staying in the range of \$700,000-\$800,000. Three private properties responded to the City's RFP in various conditions and ages. City engineers toured each facility and in a final report in October, 2020 indicated it was feasible to renovate 2 of the 3 facilities but not necessarily for significantly less money than a new pre-engineered building specifically customized for an animal shelter.

In late 2020 the City then solicited architectural engineering services to design a new facility. The team of Shelter Planners of America and Archer Engineering is recommended as the most qualified team to do a two-phased approach. Phase 1 would consist of the design and construction of a 6,000 SF shell building. Phase 1 A&E services would include pre-design, final design, construction documents, bidding, and construction administration for the complete project. Phase 1 would also include earthwork and grading, site utilities, under slab utilities, building foundation, and a pre-engineered metal building. In Phase 2 the City would serve as General Contractor in finishing out the interior of the building for occupancy including electrical, plumbing, walls/drywall, HVAC, kennels and FF&E as donated funds or volunteer services are made available -- which could take multiple years to complete.

The proposed site is on 7 acres owned by the City of Rolla on Lions Club Dr. approaching Hwy 72 (east of the Rolla Rural Fire Dept). Discussion needed.

**Recommendation:** Award of A&E services for a new animal shelter to Shelter Planners of America/Archer Engineering. If approved a contract will be submitted for Council approval.

IV.A.1



"Shelter Planners of America"®

January 19, 2021

Mr. John Butz  
City Administrator  
901 N. Elm St.  
Rolla, MO 65402

RE: Proposal for Architectural and Engineering Services for  
Rolla, MO New Animal Shelter

Dear John:

Shelter Planners of America, herein after referred to as SPA, is pleased to submit the following proposal for Architectural and Engineering services to The City of Rolla hereafter referred to as the Owner.

## GENERAL INFORMATION

1. The proposed project is to design and construct a new animal shelter located at the 1600 Block of Lion's Club Drive, Rolla, MO.
2. Shelter Planners of America prepared a Needs Assessment Study and prepared a Conceptual Design for the project for the Owner in 2015. However, due to cost and a number of other factors, the size of the project will be reduced to 6,000 SF and designed to be expandable.
3. The estimated construction cost to construct the shell building and finish out the interior of the building and associated Site Work is approximately \$1,325,000 to \$1,500,000 (6,000 SF x \$225/SF or \$250/SF). We understand the project will be constructed in phases because the Owner only has \$750,000 at this time. The goal is to get the shell building constructed and then finish out the interior as additional funds are available. It is expected the construction cost for the shell building and associated soft cost will be within the Owner's current available funds of \$750,000 The Owner intends to use a "Pre-engineered" metal building for the shell building.
4. The Owner intends to be their own General Contractor to enable them the flexibility of constructing the project over time as funds become available. For the Shell Building it is anticipated the Owner will contract directly for the following categories of work; 1. Earthwork & Grading 2. Site Utilities 3. Underslab Plumbing and Electrical 4. Building Foundation 5. Pre-Engineered Metal Building.

## PROPOSED BASIC SERVICES

Basic Services – Will include Pre-Design, Schematic Design, Design Development, Construction Documents, Bidding Phase and Construction Administration, including normal structural, mechanical and electrical engineering. These are briefly outlined as follows:

### PRE-DESIGN PHASE

1. SPA will review the original Needs Assessment and Conceptual Design to familiarize themselves with the previous work.
2. Prepare a list of questions to send to the Owner to collect certain information regarding animal intake, disposition, staffing, and operating cost since the previous Needs Assessment study in 2015.



3. Michael Barnard will lead a programming meeting with the Owner via telephone/internet conference using "Go-To-Meeting" to review the current data and discuss SPA's recommendations on how to reduce the size of the project down to the desired 6,000 SF.
4. Prepare a revised Building Space Program to get down to 6,000 SF and a corresponding Opinion of Probable Construction Cost for the new shelter based on the actual cost of similar projects and adjusted for 2021 costs.
5. Attend telephone/ internet conference using Go-to-Meeting to review the Revised Building Space Program with the Owner and then revise the document as needed. One round of revisions is anticipated.

## **SCHEMATIC DESIGN PHASE**

1. Based on the approved Building Space Program prepare a preliminary Site Plan and Floor Plan. The initial Floor Plan is a single-line drawing showing the size and layout of the facility and all the room locations to scale. The Site Plan will show the building, the parking, service drive and sidewalks.
2. Michael Barnard will present the Schematic Design to the Owner in a virtual meeting via "Go-To-Meeting".
3. Based on approved initial Floor Plan including any requested adjustments, prepare a preliminary Floor Plan and Site Plan. The Floor Plan will show wall thickness and show all walls, doors, windows, dog runs, cat cages, other equipment, cabinets, floor slopes and drains, and plumbing fixtures and cabinets.
4. Prepare Animal Equipment outline specifications, cut sheets and photographs of various animal housing and other equipment and present to the Owner for selection.
5. Prepare the 3-dimensional exterior design and present to the Owner via Go-To-Meeting.
6. Prepare Schematic Design Package as described in the AIA Standard Form of Agreement Between Owner and Architect consisting of Architectural Drawings and Outline Specifications for review and approval by the Owner.
7. Provide an updated Opinion of Probable Cost based on our experience with recent built shelters.

## **DESIGN DEVELOPMENT PHASE**

1. Based on approved Schematic Design documents and any required adjustments, prepare Design Development Drawings and specifications as described in the AIA Standard Form of Agreement Between Owner and Architect. All drawings to be prepared in Revit. Design Development drawings will be as follows: Floor Plans at 1/4" scale, showing all walls, doors, windows and cabinets. Roof Plan, Elevations, Ceiling Plans, Preliminary Foundation Plan, and Roof Framing Plan, and Preliminary Lighting Plan, Power Plan, Plumbing Plan and HVAC Plans for the project.
2. Update 3-dimensional colored rendering of the exterior if needed.
3. Prepare written preliminary specifications identifying all materials to be used on the project.
4. Present drawings to Owner using "Go-To-Meeting". Two Meetings Included in Design Development phase.
5. Prepare a detailed Opinion of Probable Cost prepared by a 3<sup>rd</sup> party Cost Estimator.

## **CONSTRUCTION DOCUMENTS PHASE**

1. Based on approved Design Development documents and any required adjustments, prepare Construction Documents consisting of drawings and specifications, sealed and signed in sufficient detail for permitting, bidding, and construction.
2. Present Construction Documents to Owner using "Go-to-meeting". Two meetings included.

## **BIDDING PHASE (For the Shell Building)**

1. Answer Bidders' questions during bidding phase related to the bidding for the Shell Building.
2. Issue Addenda to the Construction Documents as needed.
3. Review and give written comment on any proposed "Value Engineering" changes that may be proposed by the Contractor that may affect the shell Building.
4. Since the Owner is serving as their own General Contractor, we have not included all the services normally outlined in the AIA Standard Form of Agreement.

## **CONSTRUCTION PHASE (For the Shell Building)**

1. Review and act upon Sub-Contractor's submittals regarding the Shell Building.
2. Review construction photos provided by Owner and make comments and provide guidance each month during the Construction Phase.
3. Assist Owner by answering reasonable Sub-Contractor's questions and/or RFIs during construction related to the shell Building.
4. Review and give written comment on any proposed "Value Engineering" changes that may be proposed by the Contractor that may affect the shell Building.

## **ADDITIONAL SERVICES**

1. Additional Services as outlined in the AIA Standard Agreement such as: Civil Engineering, including utility connections, Development Plan approved from the City if required, Landscape Design, Interior Design, security system design, audio visual system design, and signage design.
2. Civil Engineer; To be provided by Archer-Elgin as a sub-consultant to SPA and include paving design, grading design, stormwater design, and on site utility design.
3. Revisions to previously approved documents or changes to previous instruction from the Owner.
4. Trips to Rolla, MO during design or construction phases.
5. Design of furnishings and loose equipment.
6. Bidding and Construction Phase services as outlined in the AIA Standard Form of Agreement that are not specifically listed above.
7. Bidding and Construction Phase Services beyond the initial Shell Building construction.

## **COMPENSATION**

1. Basic Services as outlined above will be performed for a Fee of One Hundred and Ten Thousand Dollars (\$110,000).

The compensation for each phase of the proposed Basic Services shall be as follows:

Pre-Design Phase	\$5,000
Schematic Design Phase	9,000
Design Development Phase	37,000
Construction Documents Phase	37,000
Bidding or Negotiating Phase	7,000

Construction Phase	15,000
Total	\$110,000

2. Additional Service of Civil Engineer will be performed for a fee of Twelve Thousand Eight Hundred Dollars. (\$12,800)
3. If the Owner authorizes any other Additional Services in writing in advance, they will be performed at the following dollar/hour rates:

Shelter Architect	\$185	Bill Meade
Veterinary Consultant	165	Jed Ford, DVM
Shelter Consultant	140	Michael Barnard, ACO
Shelter Consultant	125	Tom McCarty
Project Manager	105	
Project Coordinator	85	
CAD Draftsman	60	
Clerical	50	

For Additional Services of consultants, a multiple of one and one-tenth (1.10) times the amount billed to the Consultant for such services.

Invoices will be forwarded to the Owner at the beginning of each month for the portion of service completed in the prior month. Payment will be due within thirty (30) days.

## REIMBURSABLES

Reimbursable expenses such as the costs of printing, plotting, courier services will be invoiced at the same rate as they are charged to SPA. SPA will charge a flat fee of \$2,500.00 per trip to Rolla, MO (if any are needed) for travel expenses, which will cover airfare, hotel, rent car, airport parking, mileage to airport, travel time and other related travel expenses.

## PROVIDED BY OWNER

1. Detailed dimensioned survey of site prepared by a registered public land surveyor including boundaries, existing improvements, existing site utilities, topography at 1'-0" intervals, spot grades and existing tree locations, species and sizes, etc. drawn in AutoCAD 2016 or newer format.
2. Geotechnical Study prepared by a qualified geotechnical engineer to be used by the structural engineer in designing the foundation. It is noted that this has already been provided.
3. Payment of governmental fees, such as City Plan review fees, and Inspection fees etc.
4. Provide certain information regarding animal intake, disposition of animals, staffing, and operating cost since 2015.

## CONSULTANTS

SPA's proposal is based on the following consultants to complete the team:

Structural, Plumbing, Electrical, Mechanical, and Civil Engineering	Archer-Elgin. Rolla, MO (573) 364-6362
3 <sup>rd</sup> Party Cost Estimating	Blundall Associates, Inc. Fort Wayne, IN (260) 489-8444

## SCHEDULE

It is anticipated that the schedule for the project would be approximately as outlined below but is subject to many variables.

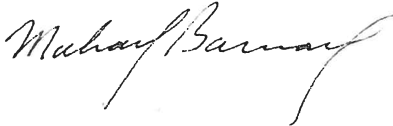
Pre-Design	1 Month
Schematic Design	1 Month
Design Development	1 Month
Construction Documents	2 Months
Bidding Phase	2 Months
Construction Phase	4 Months

## FORMAL AGREEMENT

This proposal is based on the formal agreement being the AIA® Document B104™– 2017 Standard Abbreviated Form of Agreement Between Owner and Architect. This proposal will become an attachment to the Agreement. Please note we are certified by the National Council of Architectural Registration Boards (NCARB) and we have applied for Architectural License in Missouri. We cannot actually commence work until this process is complete, but it usually only takes a short time.

Once again, SPA is pleased to provide this proposal for your consideration. Please contact us if you have any questions. Let us know when you are ready and we can prepare the formal agreement for signature.

Sincerely,



Michael Barnard  
President  
Shelter Planners of America

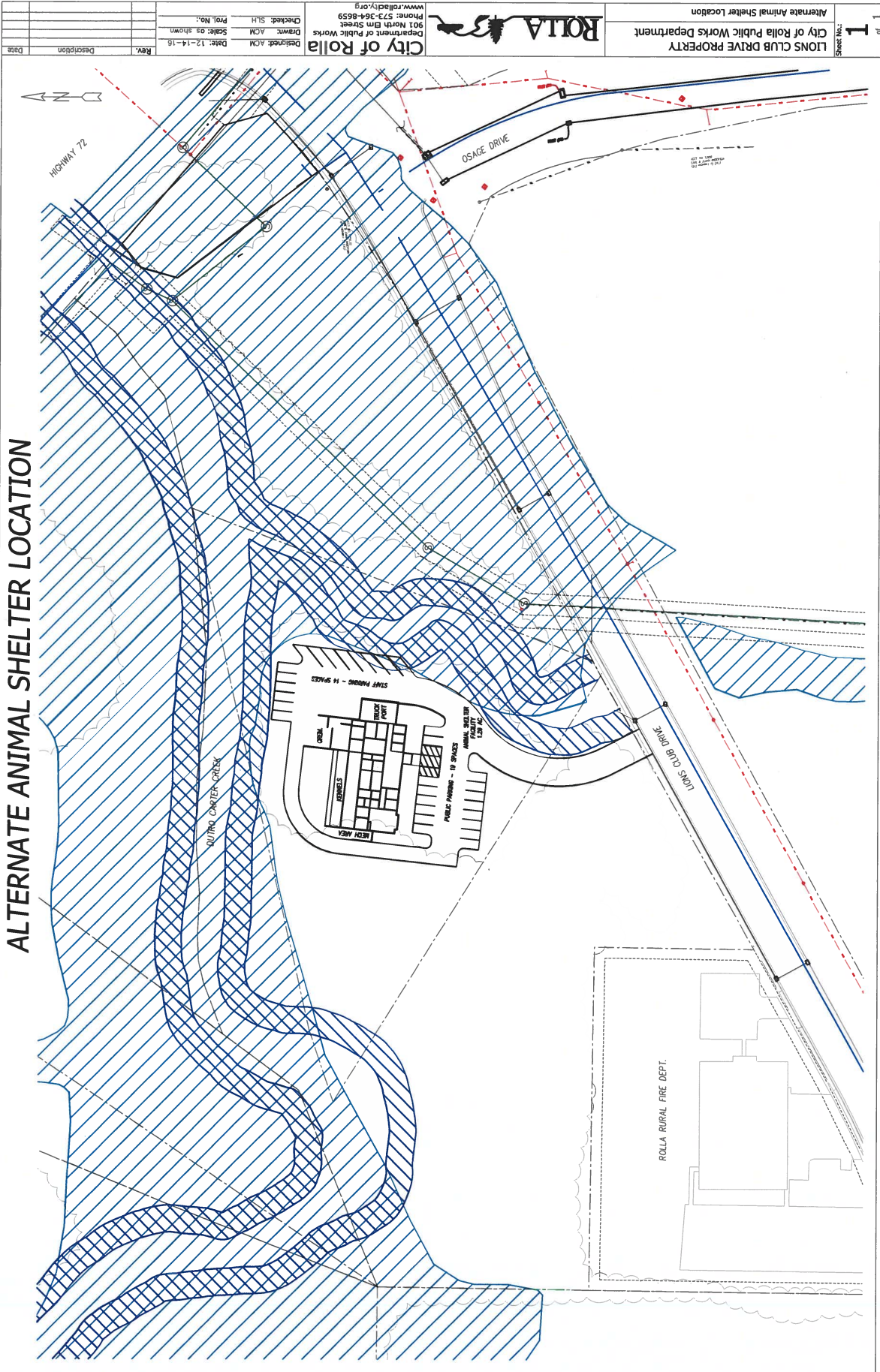
N:P1653 /Rolla MO/ Proposal for Architectural Services for a new Animal Shelter for Rolla, MO 1-19-21







# ALTERNATE ANIMAL SHELTER LOCATION

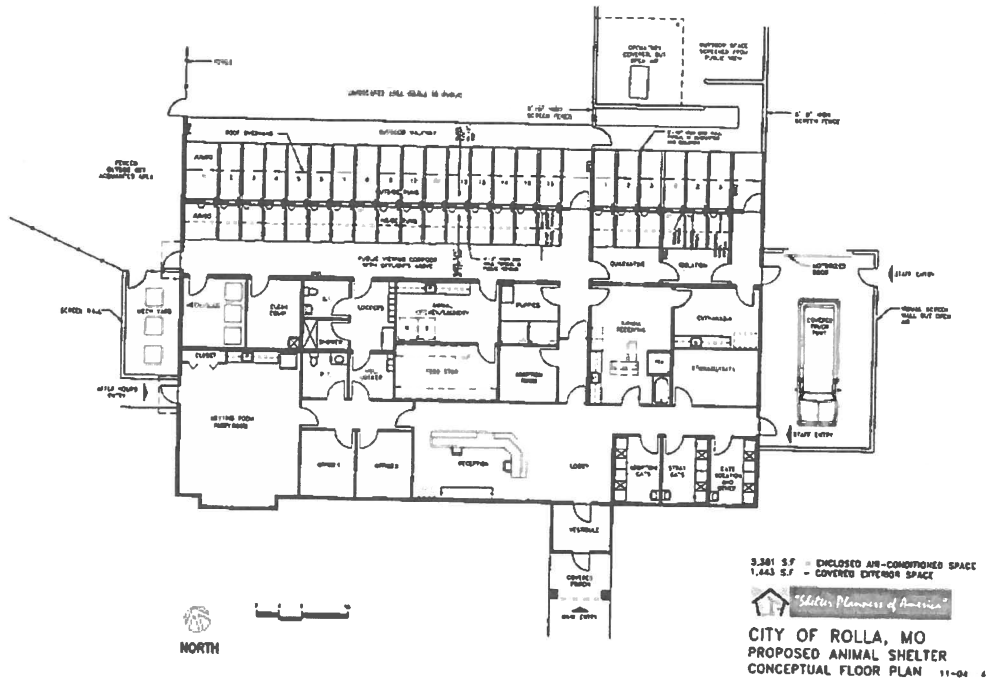


<b>City of Rolla</b> Department of Public Works Phone: 573-364-6659 www.rolla.mo.gov		<b>City of Rolla Public Works Department</b> Alternate Animal Shelter Location Sheet No.: 1	
Drawn: ACM Checked: SLH Proj. No.:	Date: 12-14-16 Scale: as shown	Design: ACM Drawn: ACM Checked: SLH	Rev. Description Date

IV.A.8

# NAMING OPPORTUNITIES

EXTERIOR BUILDING	\$500,000
RECEPTION AREA	\$100,000
MEETING ROOM/PARTY ROOM	\$60,000
ADOPTION ROOM	\$50,000
EXAMINATION ROOM	\$50,000
PUPPY ROOM	\$45,000
OUTSIDE/GET ACQUAINTED	\$30,000
OFFICES (2)	\$25,000
FRONT LANDSCAPING	\$25,000
DOG RUNS (22)	\$5,000 each
CAT CAGES (16)	\$1,500 each
TREE/BENCHES	\$500 each
BRICK PAWS	\$100 each



For more information or to make a charitable donation for the construction of a new community animal shelter, please contact Sue Eudaly (573-465-2703) or Judy Cavender (573-261-1050) of the steering committee, or mail your tax deductible donation to:

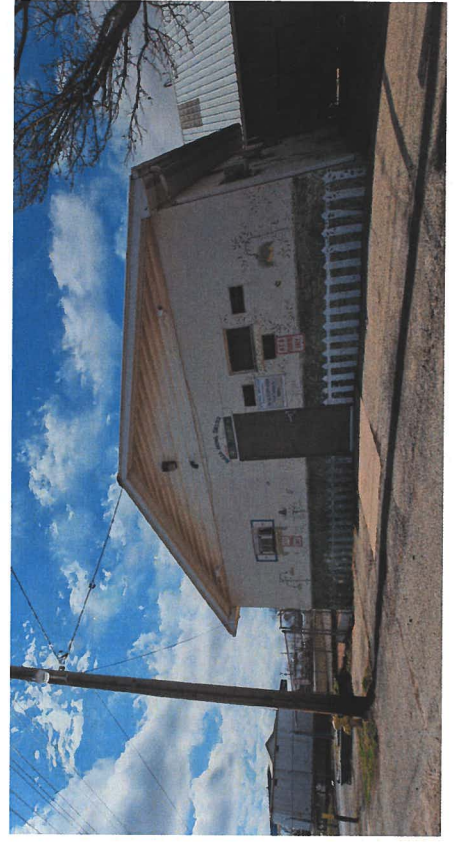
MERAMEC REGIONAL COMMUNITY FOUNDATION  
c/o S.A.V.E.- New Animal Shelter Capacity Fund  
#4 Industrial Drive · St. James, Missouri 65559

IV.A.9



## ROLLA ANIMAL SHELTER CAMPAIGN

[saverollaanimals.org](http://saverollaanimals.org)



### FIND OUT MORE:

*To donate, send  
cash or check to:*

Meramec Regional  
Community Foundation  
c/o S.A.V.E. — New Animal  
Shelter Capacity Fund  
#4 Industrial Drive  
St. James, Missouri 65559  
(Donations accepted through  
website and Facebook)

### *Campaign Contacts:*

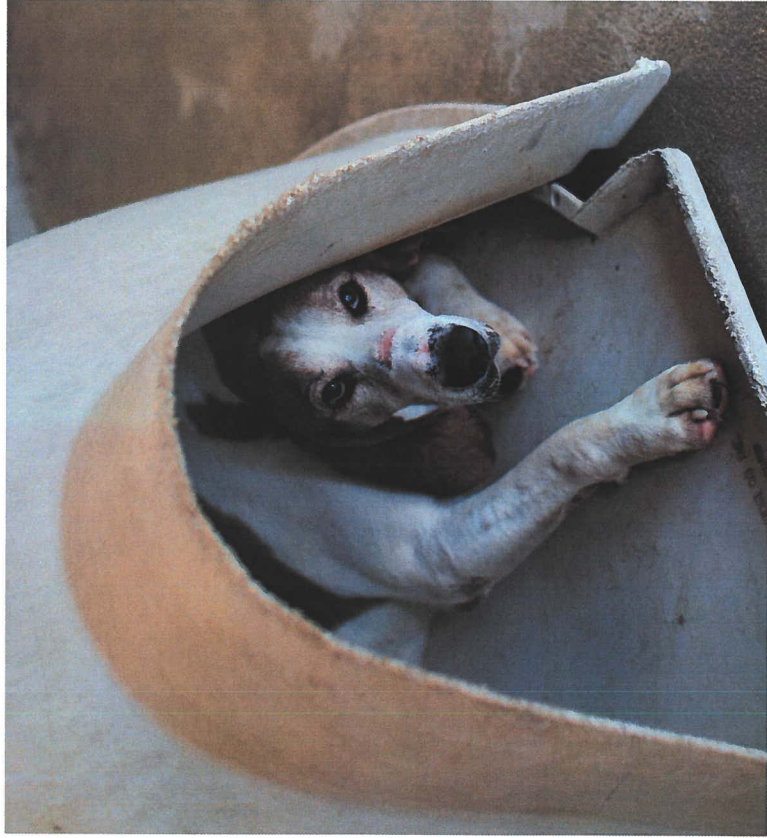
Sam O'Keefe, Rolla  
Animal Shelter Campaign  
okeefesam@gmail.com

John Butz, Rolla City  
Administrator  
jbutz@rollacity.org  
573-426-6948







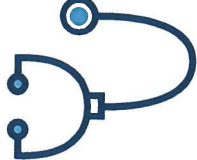
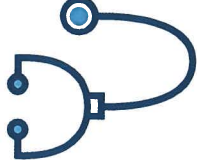
 /rollasheltercampaign

[saverollaanimals.org](http://saverollaanimals.org)





# WHAT IS NEEDED:

- 
 Approximately **6,500** square feet  
 Inside housing and kennel runs
- 
 A minimum **22** dog kennels
- 
 Adoption and get-acquainted rooms to promote increased adoptions
- 
 Quality ventilation system
- 
 Proper drainage systems for more thorough cleaning
- 
 A minimum **16** cat cages
- 
 Veterinarian Support/ Services at the facility
- 
 Quarantine areas for intake (separate for dogs/cats)

For the past 45 years, the Rolla Animal Shelter has served the Phelps County region with a facility that becomes more inadequate each year. Staff and volunteers at the Rolla Animal Shelter have made the most of an increasingly bad situation. Despite receiving positive scores for the shelter staff's efforts and the quality of animal care itself, the Missouri Department of Agriculture frequently cites the facility for its lingering deficiencies. The current facility is simply too small to meet our needs as we continue

to grow and the quality of the building is below our standard of excellence as a community.

Over the years the staff has added temporary structures, repaired an out of date and inefficient HVAC system, and spent countless hours cleaning a facility designed for fewer animals. The building has poor curb visibility, which discourages adoptions and returns to owners. The flow patterns for staff and the public are poor and there are no separate intake or play areas indoors for people to meet animals.

**S.A.V.E.  
FINANCIAL STATEMENT  
AS OF JANUARY 31, 2021**

**Cash Donations**

2012 Yearly Total Cash Donation	\$ 441,502.10
2013 Yearly Total Cash Donations	\$ 2,498.00
2014 Yearly Total Cash Donation	\$ 4,814.00
2015 Yearly Total Cash Donations	\$ 3,483.00
2016 Yearly Total Cash Donations	\$ 60,833.65
2017 Yearly Total Cash Donations	\$ 54,578.36
2018 Yearly Total Cash Donations	\$ 68,224.08
2019 Yearly Total Cash Donations	\$ 65,312.53
2020 Yearly Total Cash Donations	\$ 12,831.48
<b>Total Yearly Donations To-Date</b>	<b>\$ 714,077.20</b>

**Interests**

2013 Total Interest	\$ 10,465.93
2014 Total Interest	\$ 2,270.14
2015 Total Interest	\$ 2,206.25
2016 Total Interest	\$ 1,944.84
2017 Total Interest	\$ 2,503.68
2018 Total Interest	\$ 3,409.89
2019 Total Interest	\$ 6,078.06
2020 Total Interest	\$ 3,340.10
<b>Total Yearly Interest To-Date</b>	<b>\$ 32,218.89</b>

**Total Donations and Interest To-Date** **\$ 746,296.09**

**Disbursements:**

Personnel (Intern)	\$ 1,295.84
Copying/Production/Credit Card/Postage/Travel	\$ 3,198.10
Engineering/Consultants	\$ 17,476.99
Fund Raising/Special Events	\$ 3,429.01
Returned donations	\$ 158.55
Administration Fees - Other Expenses	\$ 3,771.71
<b>Total Disbursements</b>	<b>\$ 29,330.20</b>

**Total Income To-Date** \$ 746,296.09  
**Total Disbursements To-Date** \$ (29,330.20)

**TOTAL FUNDS AVAILABLE** **\$ 716,965.89**

NOTE: S.A.V.E. Campaign Goal - 1.5 million

IV.A.12

2/9/2021