

Public Hearing Items:

- 1) **Water Billing** - Any items or items to be placed on a public hearing agenda regarding water billing should be a public item.
- 2) **Water Billing** - Any items or items to be placed on a public hearing agenda regarding water billing. The request for a public hearing should be placed on the agenda for the public hearing. The request for a public hearing should be placed on the agenda for the public hearing. The request for a public hearing should be placed on the agenda for the public hearing.
- 3) **Water Billing** - Any items or items to be placed on a public hearing agenda regarding water billing should be a public item.

City of Rolla Council Meeting Agenda

MEMBERS: MOORE, KIRBY, MORGAN

COUNCILROLL: STEWARTSON, DENHORN, DENHORN, HAYT
WELLER, WICKER, WICKER, WICKER, WICKER,
LINDENBACH, WICKER, WICKER, WICKER, WICKER,
WICKER, WICKER, WICKER, WICKER, WICKER

ITEMS TO BE
Agenda, City Council Meeting

ITEMS TO BE
Agenda

1. **ITEMS TO BE**
a) City Council Meeting
September 2, 2003 City Council Meeting
September 2, 2003 Executive Session
September 2, 2003 City Council Meeting

- b) Public Hearing (Public Hearing) - (City Council Meeting)
- c) Public Hearing (Public Hearing) - (City Council Meeting)

11. **ITEMS TO BE**

12. **ITEMS TO BE**



**CITY OF ROLLA
CITY COUNCIL AGENDA**

DEPARTMENT: Community Development

ACTION REQUESTED: Public Hearing/First Reading

SUBJECT: Conditional Use Permit to allow an industrial use in the C-C, Center City district for a proposed brewery at 600 N Rolla Street

MEETING DATE: March 18, 2024

Application and Notice:

Applicant - Joshua Stacy of Public House Brewing Company
Owner - Stephen Hopkins of Mark 9, LLC
Public Notice - Letters mailed to property owners within 300 feet; Legal ad in the Phelps County Focus; signage posted on the property; <https://www.rollacity.org/agenda.shtml>

Background:

The applicant was formerly renting space in the building at 600 N Rolla Street. The building is divided into three lease spaces. The applicant leased the middle space to operate the Public House Brewing Company Pub. The north and south lease spaces are currently vacant, but formerly had retail uses. The applicant proposes to lease the entire property and use the north lease space (Suite A) to relocate their beer brewing operations from St. James. The middle lease space (Suite B) would continue to be used as a restaurant/pub with an enlarged kitchen. The south lease space (Suite C) would be used for event space and retail.

The proposed beer brewing operation is an industrial use. An industrial use is permitted in the C-C, Center City district with approval of a Conditional Use Permit, if the scale and intensity of the use is found to be compatible with the surrounding uses. Any approved industrial use must be conducted within a building.

Property Details:

Current zoning - C-C, Center City
Proposed use - Industrial Use (brewery)
Land area - About 36,300 square feet
Building area - About 24,000 square feet (Suite A: about 8,000 square feet)

Public Facilities/Improvements:

Streets - The subject property has frontage on Rolla Street, 6th Street (both Major Arterials), and 7th Street, a local street.
Sidewalks - There are existing sidewalks adjacent to the property on all sides.
Utilities - The property is already served by all needed utilities.
Drainage - No change to stormwater drainage is expected.

Comprehensive Plan: The Comprehensive Plan indicates that the subject property is appropriate for Center City uses.

Discussion: The applicant proposes to operate the brewery operation within an existing building space. No additions are proposed. The building façade of the area proposed to be used for the brewery operation currently does not have any windows and has a somewhat industrial appearance. The space proposed to be used for the brewery was last used for wholesale and discount retail uses, but was formerly a storage space. The proposed brewing would occur in an 8,000 square foot space, limiting the scale of the operation.

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

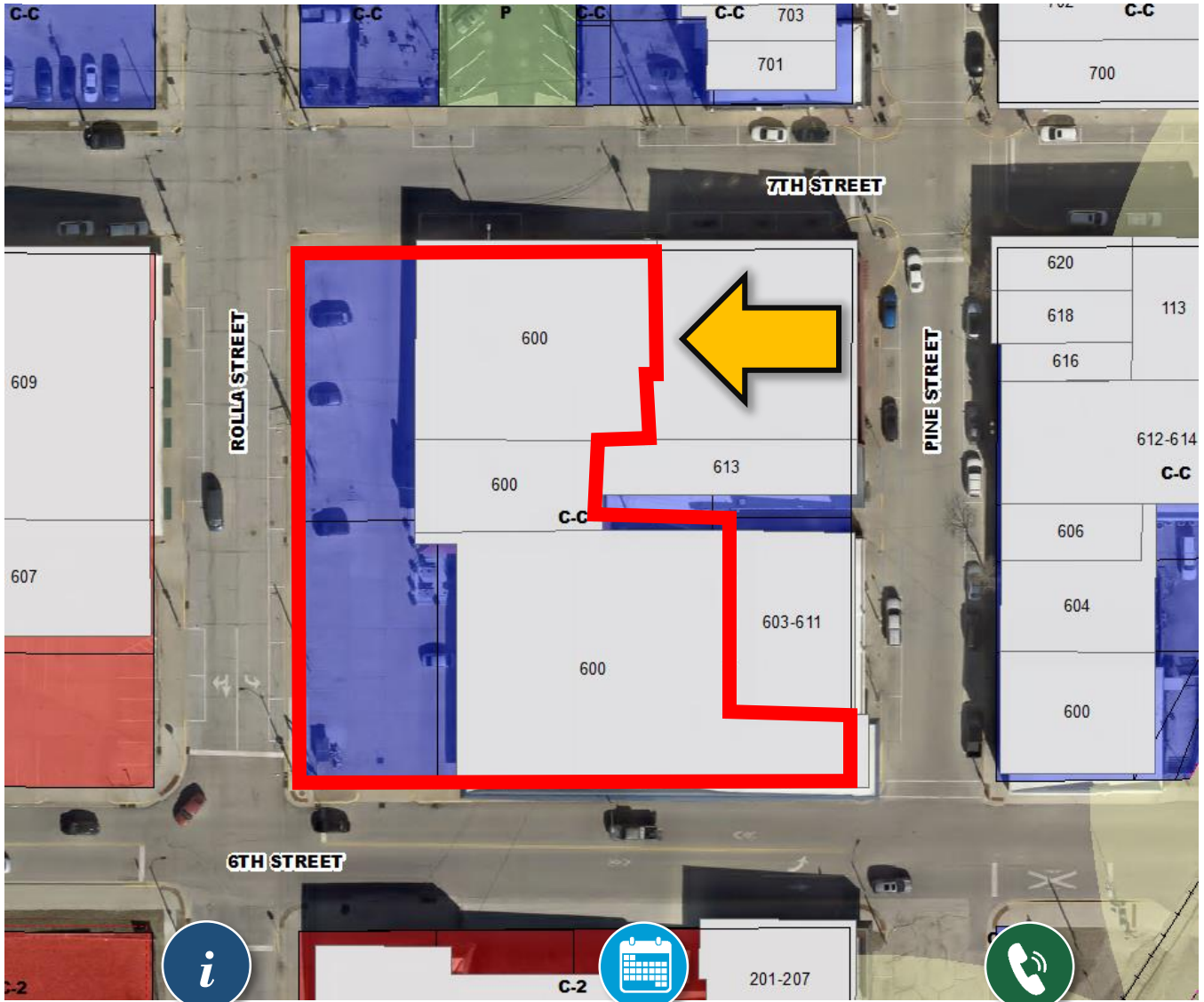
1. The Conditional Use Permit limits the brewery use to 8,000 square feet in area.
2. Significant expansion of the facilities will require approval of an amended Conditional Use Permit.
3. The Conditional Use Permit is limited to permitting the production, manufacture, packaging, and storage of beer or wine. Other beverage production or distilling will require approval of an amendment to the Conditional Use Permit.

Planning and Zoning Commission Recommendation:

The Rolla Planning and Zoning Commission conducted a public hearing on March 12, 2024 and voted 8-0 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:

Case No: CUP 24-01
 Location: 600 N Rolla Street
 Applicant: Josh Stacy of Mark9, LLC

Request:
 CUP to allow an industrial use (alcoholic beverage production) in the C-C, Center City district

Public Hearings:

Planning and Zoning Commission
March 12, 2024
5:30 PM
 City Hall: 1st Floor

City Council
March 18, 2024
6:30 PM
 City Hall: 1st Floor

For More Information Contact:

Tom Coots, City Planner
tcoots@rollacity.org

(573) 426-6974
 901 North Elm Street
 City Hall: 2nd Floor
 8:00 – 5:00 P.M.
 Monday - Friday



Who and What is the Planning and Zoning Commission?

The Planning and Zoning Commission is an appointed group of citizens from Rolla who are charged with hearing and deciding land use applications, such as zoning and subdivisions. The Commission takes testimony and makes a recommendation to the City Council.

What is a Conditional Use Permit (CUP)?

A Conditional Use Permit is a request for a special use in a zoning district which requires additional review. The Planning and Zoning Commission may recommend conditions which the applicant must continue to meet for as long they own the property.

What is Zoning?

The City of Rolla has adopted zoning regulations that divide the city into separate areas that allow for specified uses of property. For example, generally only residential uses are allowed in residential zones; commercial uses in commercial zones; etc..

How Will This Impact My Property?

Each case is different. Adjacent properties are more likely to be impacted. Please contact the Community Development Office at (573) 426-6974 if you have any questions.

What if I Have Concerns About the Proposal?

If you have any concerns or comments, please try to attend the meeting. You may learn details about the project at the meeting. You will be given an opportunity to ask questions or make comments.

You do have the right to gather signatures for a petition. If a petition is received by 30% of the land owners (by land area) within 185 feet of the subject property, such request would require approval of 2/3 of the City Councilors. Please contact the Community Development Office for a property owner list.

What if I Cannot Attend the Meeting?

Please try to attend the meeting if you have any questions or concerns. However, if you are unable to attend the meeting, you may provide written comments by letter or email. These comments will be presented to the Board.

What if I Have More Questions?

Please contact the Community Development Office if you have any additional questions.

LEGAL DESCRIPTION

All of Lots 3, 4, 5, 6 and 7 in Block 59 in the County Addition to the City of Rolla, Missouri.

Also, a fractional part of Lot 8 in Block 59 in the County Addition to the City of Rolla, Missouri, described as follows: Commencing at the Southeast Corner of said Lot 8, being the Northwest corner of 6th and Pine Streets in the City of Rolla, Missouri; thence North along the East line of said Lot 8 a distance of 28 feet, more or less, to the South line of the real estate heretofore conveyed to Frank B. Powell by deed of record in Book 98 at Page 341 of the Deed Records of Phelps County, Missouri; thence West along the South line of said real estate conveyed to Frank B. Powell by said deed, a distance of 50 feet; thence North a distance of 76 feet and 2 inches, more or less, to the South line of an alley; thence West along the South line of said alley a distance of 7 feet, more or less, to the West line of said Lot 8; thence South along the West line of said Lot 8 a distance of 104 feet and 2 inches, more or less, to the Southwest Corner of said Lot 8, being the North line of 6th Street, thence East along the South line of said Lot 8 and along the North line of 6th Street a distance of 57 feet, more or less, to the Southeast Corner of said Lot 8 and the place of beginning.

Also, a fractional part of Lot 2 in Block 59 in the County Addition of the City of Rolla, Missouri, more particularly described as follows: Beginning on the South line of 7th Street in the City of Rolla, Missouri, at a point 72 feet and 9.5 inches West of the Northeast Corner of said Block 59; thence South a distance of 27 feet and 8 1/2 inches to a point; thence East a distance of 1 1/2 inches; thence South a distance of 24 feet and 5 1/2 inches, more or less, to the North line of the property heretofore conveyed to John M. Dent by deed of record in Book 83, Page 547 of the Deed Records of Phelps County, Missouri (which said deed describes a rectangle having a North & South width of 26 feet and 2 inches); thence West a distance of 4 feet and 10 inches along the North line of the Dent property to the Northwest Corner of said Dent property; thence South along the West line of said Dent property a distance of 26 feet and 2 inches; thence West a distance of 27 feet and 10 inches to the Northeast Corner of the real estate conveyed to Frank B. Powell Lumber Co., Inc. from Lawrence E. May and wife, in Deed Book 164 at Page 137 of Phelps County, deed records (said real estate being a rectangle of 26 feet and 6 inches length and 13 feet width); thence South 26 feet and 6 inches to the North line of a 12 foot wide alley vacated by City of Rolla, Missouri, Ordinance No. 2092; thence West along the North side of said alley, a distance of 3 feet and 8 inches, more or less, to the West line of Lot 2 of said Block 59 of said County Addition to City of Rolla, Missouri, thence North along the West line of said Lot 2 a distance of 104 feet, more or less, to the Northwest Corner of said Lot 2 and the South line of 7th Street; thence East along the North line of said Lot 2 and the South line of 7th Street to the place of beginning.

Also, all those parts of the vacated alley which are adjacent to the above described real estate whether lying on the North side of, or the South side of, or on both sides of said alley. Said alley having been vacated by City of Rolla, Missouri, Ordinance #2092, recorded in Phelps County, Missouri, Recorder's Office in Deed Book 288 at Page 183, on March 23, 1978.

Also, a fractional part of Lot 8 in Block 59 in the County Addition to the City of Rolla, Missouri, described as follows: Commencing at the Southeast Corner of said Lot 8, being the Northwest corner of 6th and Pine Streets in the City of Rolla, Missouri; thence North along the East line of said Lot 8, a distance of 28 feet to the place of beginning; thence West a distance of 50 feet; thence North a distance of 76 feet 2 inches, more or less, to the South line of an alley; thence East along the South line of said alley, a distance of 50 feet, more or less, to the East line of said Lot 8, thence South 76 feet, 2 inches to the place of beginning.

EXCEPTING from the above the following: A fractional part of Lot 8, Block 59, and, a fractional part of the South Half of a vacated 12.0 foot wide alley in said Block 59 all in County Addition Rolla, Missouri described as follows: Commencing at the Southeast Corner of Lot 8, Block 59 said County Addition; thence North 0000'20" East, 25.83 feet along the West right of way of Pine Street to a building face, the true point of beginning of the hereinafter described tract: Thence North 88036'30" West, 50.01 feet along said building face; thence North 0000'22" East, 83.08 feet partially along the West line of a parcel described in Phelps County Deed Records at Document No. 9507006 to the centerline of the aforesaid vacated alley; thence North 89°57' East, 50.00 feet along the centerline of said vacated alley to the aforesaid West right of way of Pine Street; thence South 0000'20" West, 84.34 feet along said West right of way to the true point of beginning. Above described exception contains 0.10 acre, more or less, per plat of survey R-10206, dated December 26, 2001, by Elgin Surveying & Engineering, Inc.



AN ORDINANCE TO AUTHORIZE THE ISSUANCE OF A CONDITIONAL USE PERMIT FOR PROPERTY ADDRESSED AS 600 N ROLLA STREET FOR AN INDUSTRIAL USE (BREWERY) IN THE C-C, CENTER-CITY DISTRICT. (PUBLIC HOUSE BREWING COMPANY)

(CUP24-01)

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 addressed as 600 N Rolla Street for an Industrial Use (Brewery) in the C-C, Center-City 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 March 12, 2024 and recommended the City Council approve the issuance of the proposed Conditional Use Permit; and

WHEREAS, the Rolla City Council, during its March 18, 2024 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 Zoning and Subdivision Regulations Ordinance No. 4762, 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 an Industrial Use (Brewery) in the C-C, Center-City district on property currently addressed as 600 N Rolla Street, and as described as follows:

All of Lots 3, 4, 5, 6 and 7 in Block 59 in the County Addition to the City of Rolla, Missouri.

Also, a fractional part of Lot 8 in Block 59 in the County Addition to the City of Rolla, Missouri, described as follows: Commencing at the Southeast Corner of said Lot 8, being the -Northwest corner of 6th and Pine Streets in the City of Rolla, Missouri; thence North along the East line of said Lot 8 a distance of 28 feet, more or less, to the South line of the real estate heretofore conveyed to Frank B. Powell by deed of record in Book 98 at Page 341 of the Deed Records of Phelps County, Missouri; thence West along the South line of

said real estate conveyed to Frank B, Powell by said deed, a distance of 50 feet; thence North a distance of 76 feet and 2 inches, more or less, to the South line of an alley; thence West along the South line of said alley a distance of 7 feet, more or less, to the West line of said Lot 8; thence South along the West line of said Lot 8 a distance of 104 feet and 2 inches, more or less, to the Southwest Corner of said Lot 8, being the North line of 6th Street, thence East along the South line of said Lot 8 and along the North line of 6th Street a distance of 57 feet, more or less, to the Southeast Corner of said Lot 8 and the place of beginning.

Also, a fractional part of Lot 2 in Block 59 in the County Addition of the City of Rolla, Missouri, more particularly described as follows: Beginning on the South line of 7th Street in the City of Rolla, Missouri, at a point 72 feet and 9.5 inches West of the Northeast Corner of said Block 59; thence South a distance of 27 feet and 8 1/2 inches to a point; thence East a distance of 1 1/2 inches; thence South a distance of 24 feet and 5 1/2 inches, more or less, to the North line of the property heretofore conveyed to John M. Dent by deed of record in Book 83, Page 547 of the Deed Records of Phelps County, Missouri (which said deed describes a rectangle having a North & South width of 26 feet and 2 inches); thence West a distance of 4 feet and 10 inches along the North line of the Dent property to the Northwest Corner of said Dent property; thence South along the West line of said Dent property a distance of 26 feet and 2 inches; thence West a distance of 27 feet and 10 inches to the Northeast Corner of the real estate conveyed to Frank B. Powell Lumber Co., Inc. from Lawrence E. May and wife, in Deed Book 164 at Page 137 of Phelps County, deed records (said real estate being a rectangle of 26 feet and 6 inches length and 13 feet width); thence South 26 feet and 6 inches to the North line of a 12 foot wide alley vacated by City of Rolla, Missouri, Ordinance No. 2092; thence West along the North side of said alley, a distance of 3 feet and 8 inches, more or less, to the West line of Lot 2 of said Block 59 of said County Addition to City of Rolla, Missouri, thence North along the West line of said Lot 2 a distance of 104 feet, more or less, to the Northwest Corner of said Lot 2 and the South line of 7th Street; thence East along the North line of said Lot 2 and the South line of 7th Street to the place of beginning.

Also, all those parts of the vacated alley which are adjacent to the above described real estate whether lying on the North side of, or the South side of, or on both sides of said alley. Said alley having been vacated by City of Rolla, Missouri, Ordinance #2092, recorded in Phelps County, Missouri, Recorder's Office in Deed Book 288 at Page 183, on March 23, 1978.

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EXCEPTING from the above the following: A fractional part of Lot 8, Block 59, and, a fractional part of the South Half of a vacated 12.0 foot wide alley in said Block 59 all in County Addition Rolla, Missouri described as follows: Commencing at the Southeast

Corner of Lot 8, Block 59 said County Addition; thence North 0000'20" East, 25.83 feet along the West right of way of Pine Street to a building face, the true point of beginning of the hereinafter described tract: Thence North 88036'30" West, 50.01 feet along said building face; thence North 0000'22" East, 83.08 feet partially along the West line of a parcel described in Phelps County Deed Records at Document No. 9507006 to the centerline of the aforesaid vacated alley; thence North 89°57' East, 50.00 feet along the centerline of said vacated alley to the aforesaid West right of way of Pine Street; thence South 0000'20" West, 84.34 feet along said West right of way to the true point of beginning. Above described exception contains 0.10 acre, more or less, per plat of survey R- 10206, dated December 26, 2001, by Elgin Surveying & Engineering, Inc.

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 limits the brewery use to 8,000 square feet in area.
2. Significant expansion of the facilities will require approval of an amended Conditional Use Permit.
3. The Conditional Use Permit is limited to permitting the production, manufacture, packaging, and storage of beer or wine. Other beverage production or distilling will require approval of an amendment to the Conditional Use Permit.

SECTION 3: This ordinance shall be in full force and effect from the date of passage and approval.

PASSED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI AND APPROVED BY THE MAYOR THIS 1ST DAY OF APRIL, 2024.

APPROVED:

ATTEST:

Mayor

City Clerk

APPROVED AS TO FORM:

City Counselor

Josh Stacy

600 North Rolla Street, Suite B

Rolla, MO 65401

jstacy@publichousebrewery.com

573-368-9289

February 13, 2024

City of Rolla Planning and Zoning Department

901 North Elm St.

Rolla, MO 65401

Subject: Request for Conditional Use Permit for 600 North Rolla Street Suite A - Public House Brewing Company

Dear [ity of Rolla Planning and Zoning,

I am writing on behalf of Public House Brewing Company to formally request a Conditional Use Permit for the property located at 600 North Rolla Street Suite A, Rolla, MO 65401. Our intention is to establish a manufacturing and packaging facility for beer production at this location.

Public House Brewing Company is a reputable and community-focused brewery with a proven track record of producing high-quality craft beers. We believe that expanding our manufacturing and packaging operations at 600 North Rolla Street Suite A will not only contribute positively to the local economy but also enhance the cultural and social fabric of the community.

The proposed facility will strictly adhere to all relevant zoning regulations, health and safety standards, and environmental guidelines. Our commitment is to operate responsibly and in harmony with the surrounding businesses and residents.

Here is a brief overview of our proposal:

Manufacturing and Packaging of Beer: The facility will be dedicated to the production, manufacturing, and packaging of a variety of craft beers by Public House Brewing Company.

Hours of Operation: The proposed operating hours are from 6:30m to 6pm; Tuesday - Friday.

Noise and Odor Control: We are committed to implementing measures to control noise and odors associated with our operations to minimize any potential impact on the surrounding community.

Traffic and Parking: We have conducted a thorough assessment of traffic and parking requirements and are confident that our operations will not unduly burden the local infrastructure.

We understand the importance of adhering to the City of Rolla's regulations and are fully prepared to collaborate with the Planning and Zoning Department to address any concerns or requirements that may arise during the application process. We are open to a public hearing or any other necessary steps to ensure transparency and community engagement in this matter.

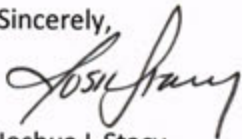
Enclosed with this letter, you will find the necessary documents, including site plans, operational details, and any other information required for the Conditional Use Permit application.

We appreciate your time and consideration of our request. We look forward to the opportunity to contribute to the vibrant and growing community of Rolla.

If you require any additional information or have questions, please do not hesitate to contact me at 573-368-9289 or jstacy@publichousebrewery.com.

Thank you for your attention to this matter.

Sincerely,



Joshua L Stacy

CEO, Founder

Public House Brewing Company

LAND USE APPLICATION

Contact Information:

Property Owner:

Mark 9, LLC -

Name(s)

13155 COUNTY RD 3000

Mailing Address

ROLLA, MO 65401

City, State, Zip

Phone

Email

Agent/Applicant (If Different Than Property Owner):

JOSH STACY

Name

10660 Baker Dr

Mailing Address

ROLLA, MO 65401

City, State, Zip

573-368-9289

Phone

jstacy@publichousebrewery.com

Email

Property/Request Information:

- Request: Rezoning
 Planned Unit Development
 Conditional Use Permit
 Voluntary Annexation

600 N. ROLLA ST - SUITE A

Property Address/Location

Property Zoning (Current and Proposed)

Proposed Development/Project/Amendment

APPLICATION CHECKLIST:

City Staff Verifies

Completed Application Form

Agent Letter (If Applicable)

456

Filing Fee - \$375 (Rezoning); \$600 (PUD); \$450 (Conditional Use Permit); \$600 (Annexation)

NEED

Legal Description (Unplatted and Irregular Lots Only)

WILL SEND

N/A

Site Plan (If Applicable)

Letter of Request/Project Report/Notarized Petition (Annexation) (If Applicable)

OFFICE USE ONLY:

Case No: CUP 24-01

DRC Meeting Date: 2.20.24

PZ Hearing Date: 3.10.24

Submission Date: 2.14.24

Advertise By: 2.22.24

CC Hearing Dates: 3.18.24 / 4.1.24

I.A.10

INFORMATION:

Rezoning (Map Amendments) are reviewed to meet the following criteria:

1. Consistency with the intent of the Rolla Comprehensive Plan;
2. Changed or changing conditions that make the proposed rezoning necessary or desirable;
3. Compatibility of allowed uses with the uses permitted on other property in the immediate vicinity;
4. Reasonably viable economic use of the subject property; and
5. Relevant information submitted at the public hearing.

PUD's (Planned Unit Developments) are reviewed to meet the following criteria:

1. Criteria for rezoning (above);
2. Adequacy of existing utility services and facilities or ability to provide utilities and facilities;
3. Impact upon vehicular and pedestrian traffic safety;
4. Whether the intent and goals of the Planned Unit Development requirements are met (See 42.260); and
5. Relevant information submitted at the public hearing.

CUP's (Conditional Use Permits) are reviewed to meet the following standards:

1. Consistency with the intent of the Rolla Comprehensive Plan;
2. Compatibility of the proposed use, scale, and location with uses in the immediate vicinity;
3. Adequacy of existing utility services and facilities or ability to provide utilities and facilities;
4. Whether reasonable conditions may be imposed to mitigate any impacts to the immediate vicinity;
5. Impact upon vehicular and pedestrian traffic safety; and
6. Relevant information submitted at the public hearing.

Annexation are reviewed to meet the following criteria:

1. Conformity with the minimum statutory requirements;
2. Consistency with the Rolla Comprehensive Plan;
3. Adequacy of existing utility, city services, and facilities or ability to provide utilities, services, and facilities; and
4. Relevant information submitted at the public hearing.

Acknowledgement and Authorization:

The owner(s) understand and agree that the application will be placed on hold until a complete application and all required items on the checklist are received. The owner(s) understand and agree to permitting employees of the City of Rolla to enter the subject property for purposes of posting a yard sign(s), retrieving the yard sign(s), taking photographs of the property/building(s), and investigating the property for pertinent information related to the request. Should ownership of the property change after the application is submitted, authorization is required from the new owner to continue with the review of the request, or the request will be withdrawn from consideration. The undersigned understands that a full refund may be issued if the request is withdrawn within three (3) business days after the application; a partial refund may be considered if the request is withdrawn prior to the hearing.

Property Owner(s):

Applicant/Agent (If Different From Owner)

 STEVEN L HOPKINS
 Sign Print

 Sign Print

 Sign Print

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**CITY OF ROLLA
CITY COUNCIL AGENDA**

DEPARTMENT: Community Development

ACTION REQUESTED: Public Hearing/First Reading

SUBJECT: Adoption of the Old Town Neighborhood Plan as an element of the Comprehensive Plan

MEETING DATE: March 18, 2024

Public Notice:

Public Notice - Legal ad in the Phelps County Focus; Press release sent to Phelps County Focus;
<https://www.rollacity.org/agenda.shtml>

Background:

The Old Town Neighborhood Plan project started in the summer of 2023. A neighborhood meeting was held in June 2023. A survey was opened to residents, owners, and interested parties. Input from the neighborhood meeting, survey, and information gathered through other means was used to prepare the draft of the neighborhood plan.

A neighborhood planning effort is a more detailed project than the Comprehensive Plan by providing more specific goals and actions that mostly only impacts the neighborhood. The document serves as a guide for future actions. Completing the actions should also cause the goals to be accomplished. The plan is intended to provide guidance for a period of ten or more years. If adopted, the plan will become an element of the Comprehensive Plan for the city.

Discussion:

The Old Town Neighborhood Plan document has been made available on the city website for a few weeks. Letters were sent to all property owners in the area to direct them to the plan. The plan has also been made available to city staff and core workgroup including the City Councilors for the wards in which the plan is located.

The plan document is an important step to identify what actions should be taken by the city and citizens in the future to achieve the goals outlined in the plan. However, the document itself does not change zoning, impact budgeting, or create any requirements to pursue the actions outlined in the plan. Additional discussions and input will be needed to accomplish the actions.

The Old Town Neighborhood Plan is the second neighborhood plan to be prepared in recent years. The Schuman/Ber Juan Neighborhood Plan was adopted in 2021. The concept of neighborhood planning is intended to be replicated throughout the city, with each plan becoming a part of the Comprehensive Plan.

The plan includes several goals and action items. The plan includes discussion about disaster mitigation, property maintenance, crime, needed utility infrastructure, walkability, street improvements, zoning, and future land uses. The plan also includes some detailed recommendations for a few sub-areas.

Most notably, the area along Rolla Street adjacent to the Phelps County property has potential to become an extension of the downtown, with mixed-use buildings, no setbacks, and pedestrian-oriented infrastructure. Older buildings should be preserved. Newer buildings should be designed to be compatible with the area.

The Old Town area is one of the oldest neighborhoods in Rolla. The area has a lot of history and still has some of the oldest buildings. The plan is intended to preserve the history and bring more activity and development to the area.

A few comments have been received from citizens and staff, to be incorporated in a final draft. Revisions for the final draft at this point will be minor phrasing changes and have not impact the action items or goals. The final reading of the ordinance is planned for April 15 to allow time for the final draft to be prepared and incorporate any comments from the City Council at the March 18 meeting.

Planning and Zoning Commission Recommendation:

The Rolla Planning and Zoning Commission conducted a public hearing on March 12, 2024 and voted 8-0 to adopt a resolution to adopt the Old Town Neighborhood Plan as an element of the Comprehensive Plan and to recommend the City Council also adopt the plan.

Prepared by: Tom Coots, City Planner

Attachments: Old Town Neighborhood Plan, Signed Planning and Zoning Commission Resolution, Ordinance

ORDINANCE NO. ____

AN ORDINANCE ADOPTING THE OLD TOWN NEIGHBORHOOD PLAN AS AN ELEMENT OF THE ROLLA 2020 COMPREHENSIVE PLAN UPDATE 2005

WHEREAS, RSMo Chapter 89.300 – 89.490 grants third class cities the power to prepare, adopt, and amend a comprehensive plan, including a plan for sub-areas of the city; and

WHEREAS, Sections 42.116 – 42.119 of the Rolla City Codes authorizes the Planning and Zoning Commission and the City Council to make and adopt a comprehensive plan, including a plan for sub-areas of the city; and

WHEREAS, input from residents, property owners; and interested citizens has been received by a neighborhood meeting, surveys, and email correspondence; and

WHEREAS, information for the preparation of the plan has been gathered from a variety of sources and the plan has been coordinated with various city departments for review and input; and

WHEREAS, the plan document provided information about the history of the neighborhood, demographics, goals, details about particular issues, and an action plan to accomplish the stated goals; and

WHEREAS, a draft of the plan has been available on the city website for public review and comment; press releases have been provided to the local publication of record; public notice has been provided in the Phelps County Focus; and

WHEREAS, the Planning and Zoning Commission held a public hearing as required by Section 42.117 on March 12, 2024; and

WHEREAS, the Planning and Zoning Commission adopted a resolution to adopt the Old Town Neighborhood Plan as an element of the adopted comprehensive plan; and recommending the City Council also adopt said plan; and

WHEREAS, the Rolla City Council, during its March 18, 2024 meeting, conducted a public hearing concerning the proposed amendment; and

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

SECTION 1: That the Old Town Neighborhood Plan is hereby adopted as an element of the Rolla 2020 Comprehensive Plan Update, 2005 as required by Section 42-117 of the Rolla City Code.

SECTION 2: That by adopting the Old Town Neighborhood Plan as an element of the Rolla 2020 Comprehensive Plan Update, 2005 for the physical development of the City, a copy of said plan shall be filed in the office of the City Clerk, City Hall, Rolla, Missouri.

PASSED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI AND APPROVED BY THE MAYOR THIS 15TH DAY OF APRIL, 2024.

APPROVED:

ATTEST:

Mayor

City Clerk

APPROVED AS TO FORM:

City Counselor

RESOLUTION

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF ROLLA, MISSOURI ADOPTING THE OLD TOWN NEIGHBORHOOD PLAN AS AN ELEMENT OF THE ROLLA 2020 COMPREHENSIVE PLAN UPDATE 2005 AND RECOMMENDING ADOPTION OF THE PLAN BY THE CITY COUNCIL OF ROLLA, MISSOURI

WHEREAS, RSMo Chapter 89.300 – 89.490 grants third class cities the power to prepare, adopt, and amend a comprehensive plan, including a plan for sub-areas of a city; and

WHEREAS, Sections 42.116 – 42.119 of the Rolla City Codes authorizes the Planning and Zoning Commission and the City Council to make and adopt a comprehensive plan, including a plan for sub-areas of the city; and

WHEREAS, input from residents, property owners; and interested citizens has been received by a neighborhood meeting, surveys, and email correspondence; and

WHEREAS, information for the preparation of the plan has been gathered from a variety of sources and the plan has been coordinated with various city departments for review and input; and

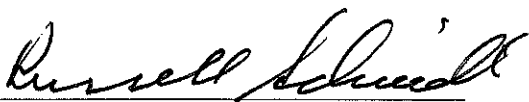
WHEREAS, the plan document provided information about the history of the neighborhood, demographics, goals, details about particular issues, and an action plan to accomplish the stated goals; and

WHEREAS, a draft of the plan has been available on the city website for public review and comment; press releases have been provided to the local publication of record; public notice has been provided in the Phelps County Focus; and

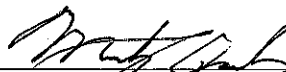
WHEREAS, the Planning and Zoning Commission held a public hearing as required by Section 42.117 on March 12, 2024; and

NOW, THEREFORE, BE IT RESOLVED, that the Planning and Zoning Commission of the City of Rolla, Missouri hereby adopts and recommends to the City Council for adoption, the Old Town Neighborhood Plan as an element of the adopted comprehensive plan.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF ROLLA, MISSOURI THIS 12TH DAY OF MARCH, 2024.



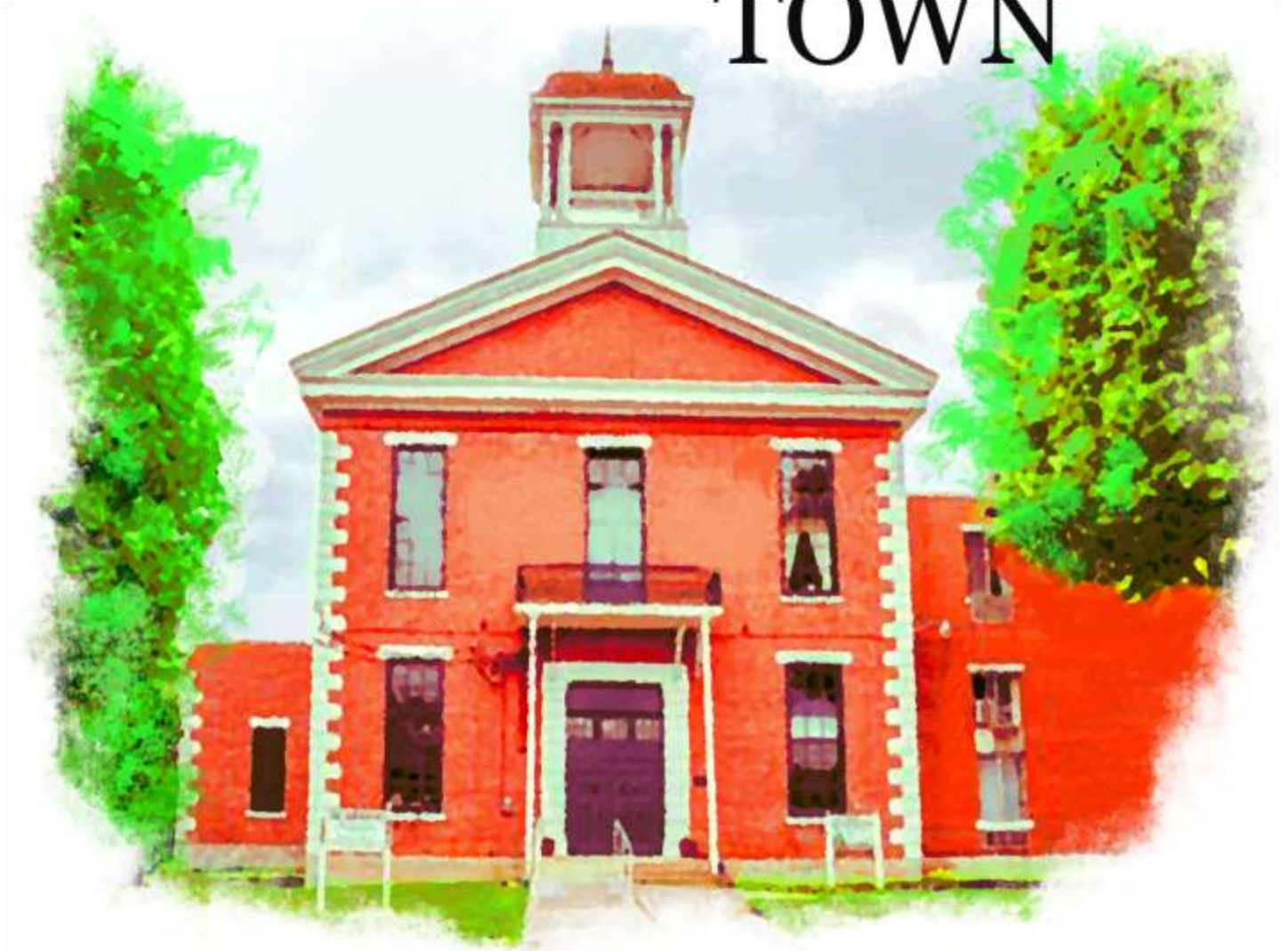
Russell Schmidt, Chairman



Monty Jordan, Secretary/Vice-Chairman

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OLD TOWN



NEIGHBORHOOD
PLAN

DRAFT

I.B.7

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Kevin Greven, Ward 5; Stanley Mayberry, Ward 5

Special Thanks to:

Rolla Public Works Department, Rolla Police Department, Rolla Fire Department,
Rolla Parks and Recreation Department, Rolla Municipal Utilities,
Phelps County Commission, and Phelps County Historical Society

Planning and Zoning Commission:

Russell Schmitt, Monty Jordan, Robert Anderson, Kevin Crider,
Janece Martin, Monte Shields, Steve Davis, Nathan Chirban

City Council:

Terry Higgins, Josh Vroman, Nathan Chirban, Megan Johnson,
Lister Florence Jr., Matt Fridley, Jaired Hall, Robert Kessinger,
Kevin Greven, Stanley Mayberry, Tina Balch, Victoria Steen

Mayor:

Louis J Magdits IV



RESOLUTION

ORDINANCE



The Old Town Neighborhood is approximately contained by Walnut Street on the east; Hwy 63/ Bishop Avenue on the west; Hwy 72 on the south; and 5th and 6th Streets (downtown) on the north. The neighborhood includes the Phelps County government campus and the Historic Court-house. As the name suggests, it is the oldest part of Rolla.

The neighborhood could easily be called a hidden gem in Rolla—with quiet and walkable streets, affordable housing, and easy access to most needs. Shops, the downtown, the university campus, parks, the high school, and recreational trails are all nearby. The neighborhood has unique character thanks to the age of the housing and mature trees.

This historic part of Rolla is ideally located to see development and redevelopment. This neighborhood plan is intended to guide the development in the area—hopefully to promote positive changes and preserve as much as possible, while also maintaining affordability. The plan is also a way to help the residents have more input on what happens in their neighborhood and build some consensus. Building consensus with the residents forms supporters for needed projects, creates “ownership” of the vision, and inspires residents to make improvements to their properties.

HOPE

The morn was dreary and gray with mist,
 By faintest glimmer of gold unkissed;
 But Hope looked forth with a vision bright,
 And whispered low, with a smile of light:
 "Oh heart, dear heart, be of good cheer;
 The noon will be fairer-never fear!"

Wind-swept the noon came, wet with rain,
 All sighs and shadows, all tears and pain;
 But Hope looked forth with a steadfast eye,
 And whispered low as the wind shrieked by:
 "on, heart, faint heart, be of good cheer;
 At eve 'twill be fairer-never fear!"

The shrouded sun found a cloudy tomb,
 And without a star came a night of gloom;
 But Hope looked forth with a vision bright,
 And whispered low, with a smile of light:
 "Oh, heart, sad heart, be of good cheer;
 The morn will be fairer-never fear!"

Inez C. Parker-Griggs

More important than creating a plan document is actually following through. This plan will not succeed in creating the positive changes unless the goals are supported by the neighborhood residents. Actions needed to achieve these goals are divided into small steps in the Action Plan. While it may seem daunting, improvements will slowly happen over time. As Inez C. Parker-Griggs alluded to, we must have hope that tomorrow will be better.



In 1898, "Hope" was published in *The Scroll*, a Chicago-based magazine offering a national competition, launching Rolla native Inez C. Parker-Griggs to national acclaim as an early Black poet.

Ms. Parker was active for several years, but ultimately faded into obscurity. She lived in a house in the Old Town Neighborhood for most of her life.

Her sister, Adele "Della" Parker, was also an early Black pioneer. She was the first Black woman to be admitted to the University of Colorado Law School. However, she was not able to complete her studies. She went on to become a teacher in Wellston, a suburb of St. Louis.

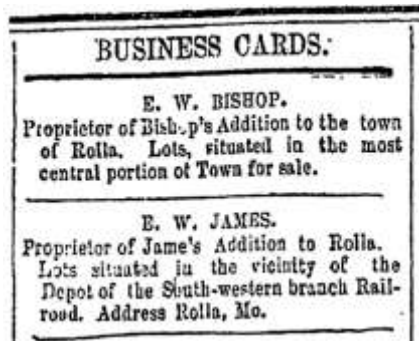
Both sisters are buried in the Rolla Cemetery.



Edmund Ward Bishop was instrumental to the founding of Rolla. He platted the lots and streets that would become the town. He succeeded in getting Rolla designated as the County seat by donating the land for the courthouse.

Bishop oversaw the construction of the courthouse, as shown above in 1860. He successfully lobbied for the Missouri School of Mines to be located in Rolla. He served the community as a councilman and as a schoolboard member. No known photos of him exist.

Bishop died April 24, 1895. He was buried in an unmarked grave (at his request). A large memorial was placed in his honor in the Rolla Cemetery in 1956. Bishop's birthday, July 7, 1820 is celebrated each year by the Phelps County Historical Society .



Rolla, July 16, 1860.

The history of Rolla essentially begins in the Old Town Neighborhood. Construction began in 1855 on the Southwest Branch of the Pacific Railroad (later becoming the “Frisco” Railroad) from St. Louis to Springfield — slated to pass through what would become Phelps County. Phelps County was created by the Missouri State Legislature from sections of Pulaski, Maries, and Crawford counties on November 13, 1857.

Edmund Bishop was a contractor for the railroad. Realizing that there was more potential for profit in real estate than constructing the railroad, he traded his holdings in Stever and Company for land along the planned route in the hopes of also snagging the county seat. A town with the county seat and railroad was bound to prosper, and have greater property value. Bishop founded Rolla in 1858. Rolla was incorporated in 1861.

A contentious battle for designation as the county seat between Rolla and Dillon (an existing town) went all the way to the Missouri Supreme Court, with Rolla being the ultimate victor. Bishop donated some of his land for the new courthouse. Construction began in 1860.

On December 20, 1860, South Carolina seceded from the Union. The construction crews building the railroad happened to be in Rolla. Railroad construction ceased two days later, leaving Rolla a terminus.

The Phelps County area was split between Unionists and Secessionists. Although the people in the area were mostly from more southern locations, there were few slaves in the area and so the people of Phelps County were not as invested economically in the institution of slavery. Phelps County would send delegates to a state district convention in Houston, Missouri that opposed secession from the Union.

On May 7, 1861, a group of 80 men from Dent County rode into Rolla with the intention of preventing Union troops from using the railroad. The Confederate flag was raised at the courthouse. “38 Days of Terror” followed, as the group took in sympathetic locals and harassed and expelled those who refused to join or cooperate. Pro-Union and neutral families were forced to flee.

On June 14, the arrival of Union soldiers under the command of Franz Siegel retook Rolla without significant resistance. Railroad construction was halted due to the war, leaving Rolla as a terminus point. The Union army realized Rolla was now an important transfer point for war supplies to be brought by train from the east and hauled by wagon to the west. Rolla was fortified and remained an important location held by the Union troops for the duration of the war. Rolla also became a place of refuge for many dislocated Missouri families.

While many towns and cities were destroyed during the Civil War, Rolla actually boomed. The population swelled from refugees, troops stationed and passing through, and the many businesses that popped up to serve them. At the peak, the winter of 1861-1862, there were 12,000 troops in the area. John S. Phelps, the future governor of Missouri, and namesake of the county in which Rolla is located, came to Rolla to recruit men for a Missouri regiment. Rolla would have an estimated population of almost 6,000 at the end of the Civil War, up from about 600 at the beginning.

Rolla was fortified with two major forts—Fort Wyman and Fort Dette. Colonel John B. Wyman built a fort south of the town on a hill with a clear view of the courthouse. The then uncompleted courthouse itself was commandeered for military use. It was first used as a warehouse, then a hospital and as military offices.

The Civil War years were still difficult. The town had been fortified and was under martial law—meaning the military was in complete control. Residents were subjected to special rules, required permits for many businesses, and were forced to take loyalty oaths.

The war ended in Rolla in April 1865, when the military sounded a 200 gun salute in recognition of General Lee’s surrender. A 21 gun salute followed 8 days later to recognize the death of Abraham Lincoln. The last troops departed in August 1865.

The town was intended to be centered around the courthouse, hence Main Street leading directly to the courthouse across the railroad tracks. However, the depot was built farther north due to the curve in the railroad tracks. Businesses started to locate around the depot, forming the current downtown.

An older business district had already formed around the courthouse. The older district then became known as the ‘Old Town’. Old Town still had several businesses, such as hotels. Today, very little remains of the Old Town, other than the Historic Courthouse and a few houses.

After the war, Rolla’s population contracted to 1,200 people by 1870. The railroad resumed construction towards Springfield in 1866. Once completed in 1870, Rolla was no longer a terminus. Rolla might have been destined for obscurity, however, in 1870, Rolla was awarded the Missouri School of Mines. Rolla ultimately won the school due to yet another shrewd donation of land from Edmund W. Bishop.



Franz Siegel could be regarded as the savior of Rolla, leading the Union troops to expel the mob that had taken over the town during the “38 Days of Terror”. He did not stay long. Siegel rose to the rank of Major General and led his German immigrant troops to many important battles of the Civil War.

Edward W. James platted one of Rolla’s first subdivisions. James Addition to Rolla encompasses a large part of the Old Town Neighborhood. He fought in the 48th Missouri Regiment for the Union, enlisting as a private and promoted to First Sergeant. After the war, he may have served as a pastor in the Rolla area.



John Oscar Jeffries was born a slave. In 1863, at 18 years old, he joined the 1st Missouri Volunteer Infantry, later designated the 62nd US Colored Troops to serve in the Union army. He served in many capacities and was promoted from private to sergeant major—the highest non-commissioned officers rank.

After the war, the 62nd founded the Lincoln Institute in Jefferson City to help provide an education for former slaves. Jeffries attended the school and then became a teacher.

Jeffries came to Rolla in 1882 to teach at the Lincoln School. He taught for 15 years. Then he opened Rolla’s first steam laundry business and ran the business for 30 years.

Jeffries lived in the Old Town neighborhood and spent his years in Rolla as a leader for the Black community.



Dutro Carter

A community of newly freed slaves formed in Rolla after the war. The Black community was centered at 1st Street and Elm/Pine Streets. Elkins Chapel and Lincoln School both opened in 1882. John Jefferies was the first school teacher at the Lincoln School.

The population of the Black community peaked in 1880 and fell considerably in the following decades. This drop in population may be due to the Great Migration, when Black families moved north and to large cities. The decrease of around 44% between 1880 and 1890 could suggest an unknown incident, considering the church and school were built in 1882, and by 1890 the population had greatly declined.

According to Census data, what remains of the Black community in Phelps County, outside university student housing, is still centered in the Old Town Neighborhood.

Year:	1860	1870	1880	1890	1900	1910
Population:	86	294	503	281	184	136

Dutro Carter lived in the Old Town Neighborhood. He was employed at a local barber shop. He was a leader and unofficial mayor of the Black community in Rolla. He served on the City Council from 1974 to 1982. Carter was an advocate for stormwater/flood control in Rolla. Dutro Carter Creek was renamed in his honor. The creek is partly located in the Old Town Neighborhood. Carter died in 1984. Carter’s wife, Roberta Carter, lived to be 102 years old and died in 2016.



Dutro Carter Creek

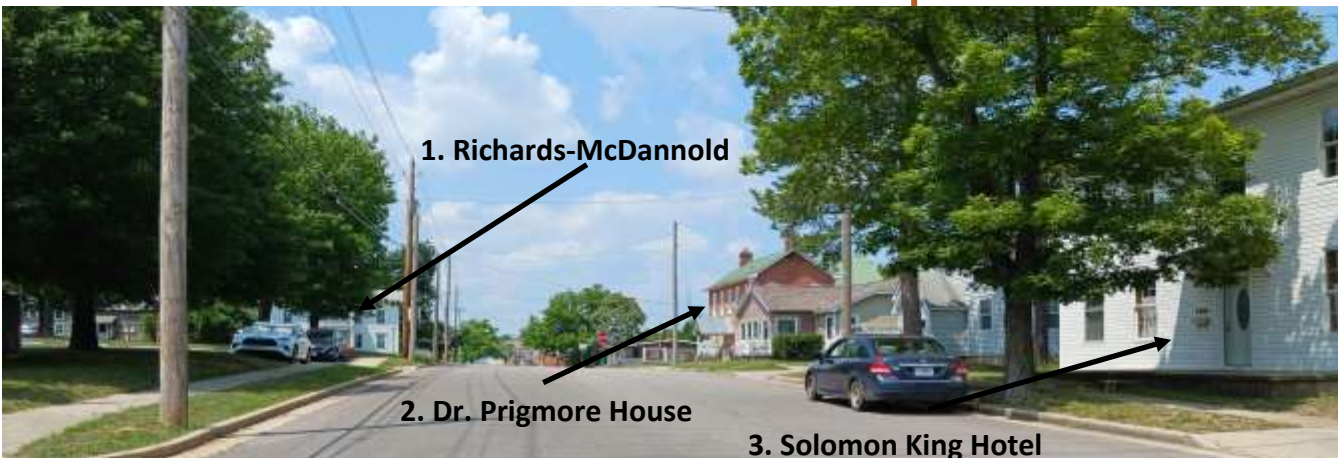
Solomon King Hotel: The date of construction is unknown, but this building may have been built during the Civil War, or at least some-time in the 1860s. The original building was constructed using brick but has siding today. It was constructed by Solomon King, early member of the Rolla City Council.



Dr. Leander Prigmore House: The Prigmore House may have been built by Clifford Woody, an experienced carpenter, woodworker, furniture maker, and at one time, the clerk of the Rolla School Board.



Richards-McDannold House: This house may have been built in the 1870's.



Giraffe Houses: Giraffe houses are an architectural style native to the Ozarks due to the amount of limestone in the area. The architectural style was more commonly used during and after the Great Depression to build cheaper, but attractive, houses. A few Giraffe Houses are located throughout the Old Town Neighborhood.



In 1962, the City of Rolla bought several properties that used to be the Rolla “Old Town” and demolished them for a new fire station and community center. Other buildings in the area around 4th and Main Streets were also demolished over the years.

Historical buildings built prior to the Civil War demolished in “Old Town” include the E.W. Bishop Home, John Webber Hotel, Joseph Halley Home, The Old Masonic Hall, Old Red Store, Hatch House, Tiffany Hotel, Pennsylvania Hotel, Dunivin Hotel, Livesay Store, Beddoe Shoe Shop, William Beddoe Custom Mill, and the Granville Allen Residence.



Eugene Northern

Eugene Northern served as a judge in the 25th Circuit Court of Missouri and practiced law in Rolla. He was elected Mayor of Rolla in the 1960’s and ran for Congress in 1968. The Meramec Regional Planning Commission presents the annual Eugene E. Northern Award to leaders in the region for public service. A community hall attached to Fire Station #2 is named after Mr. Northern and located in the Old Town Neighborhood.



Old Town in the 1860’s

Phelps County Historic Courthouse

In 1860, after a donation of land by E. W. Bishop to the newly created Phelps County, construction began on the Greek Revival style Historic Courthouse. The exterior facade was completed just before the outbreak of the Civil War, in 1861. The military used the courthouse as a military hospital, horse feed storage, and military offices. The courthouse survived the Civil War, unlike most courthouses throughout the Ozarks. The building was finally finished in 1868. The new Phelps County Courthouse was completed in 1994. There were several attempts to replace the old courthouse, beginning in the 1950's. The Historic Courthouse is owned and maintained by the Phelps County Historical Society.



Historic Courthouse

Main Street Railroad Bridge

The exact date of construction of the Main Street Railroad Bridge is unknown. The bridge was in existence by 1862, according to old Rolla Express newspaper ads. During its first fifty years, the bridge was condemned and rebuilt at least three times by Frisco crews. Despite "bad press", the bridges served as more than just a crossing. Touted as "Rolla's Greatest Summer Resort", the bridge served as a location for individuals to congregate to enjoy the breezes, a rendezvous point for couples in love, and a setting for summer concerts. In 1997, the Burlington Northern Railroad proposed removing the bridge to eliminate further maintenance of the structure. Instead, the bridge was converted into a pedestrian bridge, thus temporarily saving one of Rolla's last remaining Civil War era landmarks.



Main Street Railroad Bridge

Lincoln School

The Lincoln School opened in December 1882 at the corner of 1st and Pine Streets to provide education for local Black students. The school closed down in 1954 after desegregation and has been used as a church since closure.



Old Lincoln School today

Original Phelps County Jail

The Original Phelps County Jail is located on the Phelps County government campus, between the new jail and new courthouse. The jail is the oldest remaining government building in Rolla. It was built in 1860 and remained in operation until 1912. The Original Phelps County Jail is owned and maintained by the Phelps County Historical Society.



Original Phelps County Jail



The Old Town Neighborhood is contained mostly in portions of Census tracts 3908 and 8909

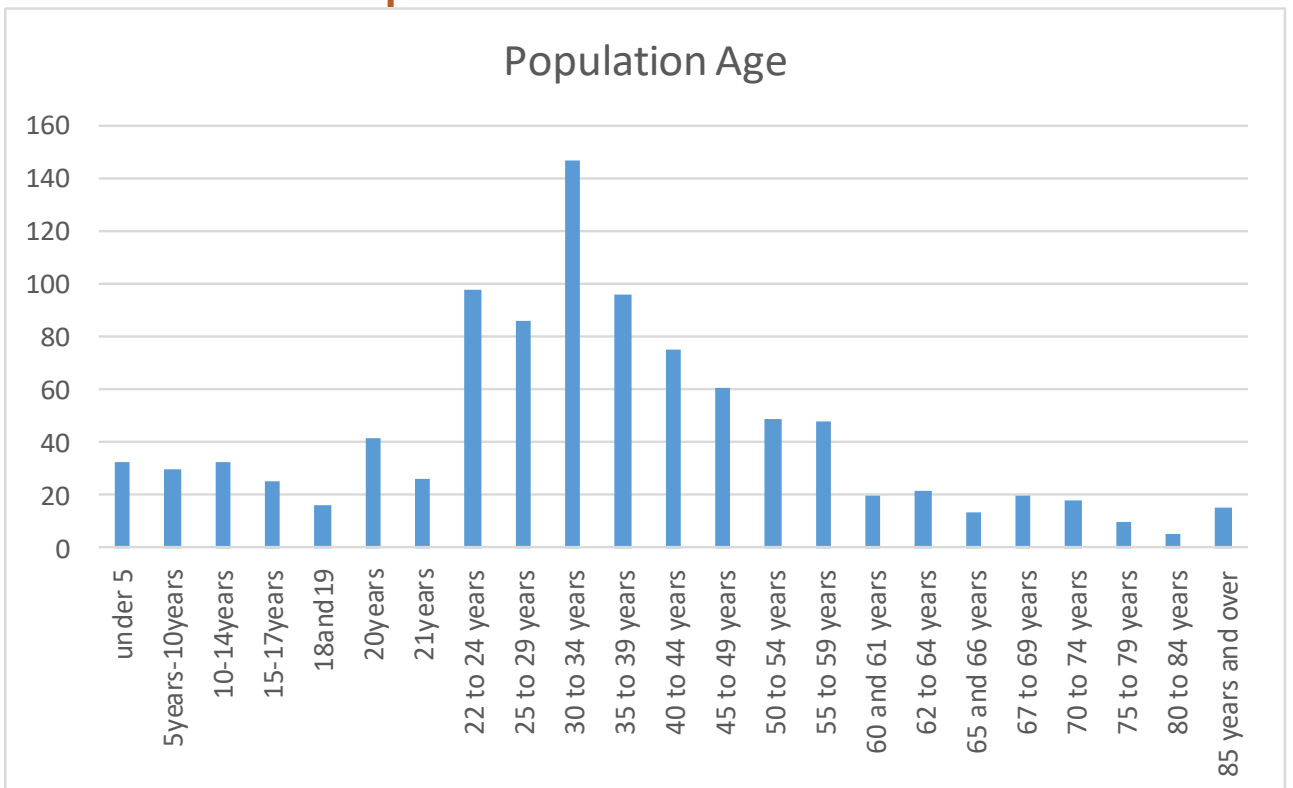
The Old Town neighborhood is a unique area of Rolla. There is a greater percentage of renters compared to homeowners. The area has approximately 276 rental housing units and 79 owner-occupied units. The area is more affordable than most of the areas in Rolla.

Income and poverty data is not available at the Census Block level. Due to the student population, older housing stock, and lower property values, the neighborhood likely has a lower income and higher incidence of poverty on average than other areas of Rolla.

The housing is older than most areas of Rolla. The County Assessor does not have data for buildings built prior to 1900, but many buildings in the area were likely built prior to 1900.

According to the 2020 Census, the total population is 983 residents. The population gender skews male at 70.8%, while women only make up 29.2%. The average resident age is 18-40, meaning the area has comparatively few children and senior citizens.

The Old Town Neighborhood is more diverse than most areas of Rolla, with a significantly larger proportion of Black residents (15.7%) than the city (3.3%), and state (10.81%) and national (12.11%) averages.



A neighborhood plan is somewhat different from the typical comprehensive plan. A comprehensive plan will cover the entire city and will customarily discuss needed changes from a very broad or city-wide viewpoint. In contrast, A neighborhood plan is limited to a defined area of the city and is much more detailed in how to solve the issues related to the growth and transition in the neighborhood.

Neighborhood planning is important because it allows for a more direct way for the City to interact with the citizens and help them to identify issues and solutions. Rolla has begun working on neighborhood-level planning within the past few years.

The Old Town Neighborhood Plan is intended to provide a path forward for improvements. With steps laid out for the future, residents will hopefully be inspired to collaborate to advance the community.

The affordable housing and walkable distance to the downtown, campus, and recreational areas are attractive to many lower-income families and students.

This plan will identify ways that the positive aspects of the neighborhood can be leveraged and how the negative aspects can be addressed. The excellent location, lower land values, and demand for additional housing, makes the neighborhood desirable for redevelopment. Some blocks may be appropriate at higher densities, while others should remain a lower density.

Benefits of Neighborhood Planning

1. Direct involvement of neighborhood residents
2. Addresses hyper-local issues
3. Detailed plan of action
4. Opportunity to try new ideas
5. More emphasis on neighborhood leadership

Project Timing:

- May 2023—Project Kick-off
- June 2023—Neighborhood Meeting
- February 2024—Open comment period for plan draft
- March 2024—Planning and Zoning Recommendation
- April 2024—City Council adoption



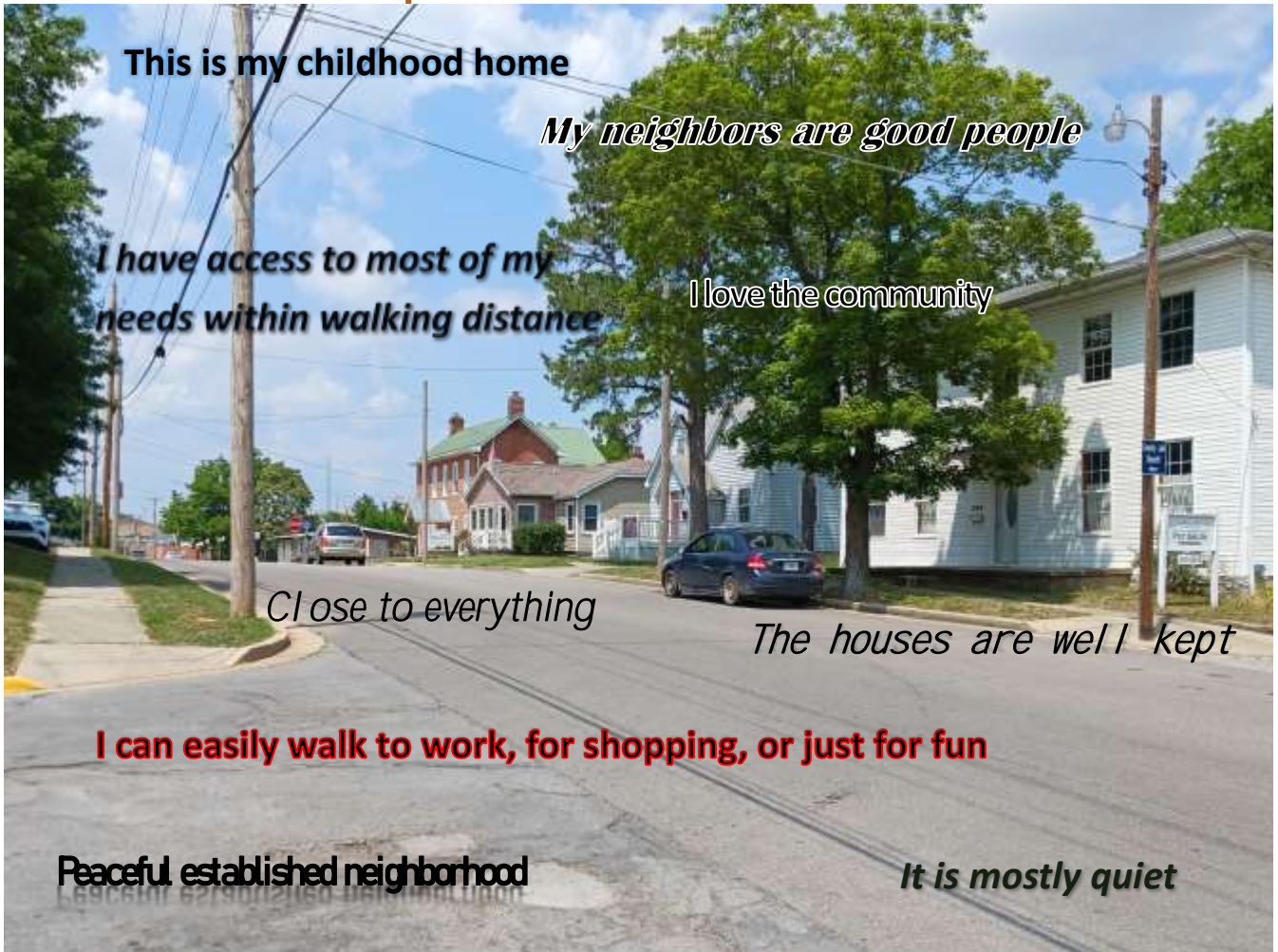


Around 20 citizens attended the neighborhood meeting at the Eugene Northern Community Room in June of 2023.

Letters with a QR code to a survey and an invitation to a neighborhood meeting were sent out to all the renters, homeowners, businesses, and property owners in the neighborhood. The meeting took place on Thursday, June 15, 2023. Attendees shared their ideas and concerns.

The meeting was productive, despite lower attendance than would be ideal. Attendees expressed support for preserving the Main Street Railroad Bridge and discussed animal control and walkability.

The mailed out survey also included an option to provide one's email address to be included for additional follow-up communication, which more than 20 people signed up for.



The survey was made available to all property owners and residents in the neighborhood. Only 30 responses were received. Although this is less than needed for a statistically significant result, the data does generally seem to be representative of the views that were heard from those at the neighborhood meeting. The top issues include concerns about traffic safety at specific locations, historic preservation, and issues with homeless persons.

Livability: An overwhelming majority of the residents enjoy living here. Residents love the affordability and location, being near the downtown and university campus, and easy access to the parks and trail system.

Walkability: Walking is popular in this neighborhood. The trail system runs right through the middle of the neighborhood, providing access to parks. The streets are mostly low-traffic and most have sidewalks. However, there are a few locations that lack sidewalks. Several areas have vegetation blocking the sidewalk.

Bikeability: Many also use a bicycle in this neighborhood. The streets are generally safe and the trail system allows for miles of recreational cycling. However, the hilly terrain in Rolla is an impediment to attracting more people to use a bicycle.

Streets: Several respondents mentioned concerns about speeding traffic on Rolla Street and Walnut Street.

Lighting: Concern was raised that the nighttime lighting levels are not adequate for walking or biking at night.

Safety: Residents think the neighborhood is generally safe. However, there may be an issue with homeless people who are passing through, causing instances of vandalism, thefts, drug use, and vagrancy.

Historic Preservation: Residents would like to see the remaining historic buildings preserved, and the older buildings be renovated, rather than demolished, whenever possible.

Neighborhood Watch: Establishing a neighborhood watch for the area does seem to have adequate support. Several residents are willing to volunteer to serve on a watch or even to assist others with some basic maintenance.

Main Street Railroad Bridge: There seems to be tremendous support for repairing the existing pedestrian bridge, or at least replacing it if repair is not feasible.



Strengths: Assets that make the neighborhood unique and can be leveraged for further improvement

Weaknesses: Characteristics that must be addressed in order to make the neighborhood an attractive place to live

Opportunities: Ideas which can be acted on to improve the neighborhood

Threats: Potential issues which could limit, delay, or erase improvements in the neighborhood

A SWOT Analysis is often helpful to identify goals and objectives. This analysis identifies the strengths, weaknesses, opportunities, and threats that impact the neighborhood. Strengths should be capitalized upon; weaknesses should be addressed; opportunities should be seized; and threats should be minimized.

Strengths

Location – The “Old Town” neighborhood is located within walking distance of grocery stores, the university, downtown, the high school, and the Acorn Trail. This may be the best located community in Rolla.

Quiet – The neighborhood has low traffic on most of its streets. Residents frequently mentioned how quiet the area is and do not think noise is an issue.

Historic - The neighborhood has many historical and older buildings that creates a distinct character.

Crime - Residents do not believe crime is a major issue and feel generally safe.

Weaknesses

Property Maintenance - There are some issues with property maintenance violations.

Inappropriate Land Uses - There are some commercial properties with land uses that are not compatible with adjacent properties.

Age of Housing and Infrastructure - Older houses can be difficult to renovate and maintain. Older roads and utilities in the area will require maintenance and replacement.

Opportunities

Redevelopment - Several properties are prime locations for businesses and/or apartments. Lots along Hwy 72 and the Rucker Street Sub-area are already seeing more commercial development. The Historic Courthouse sub-area could see commercial and residential development due to the adjacent county government and downtown. Small-scale commercial businesses such as restaurants and professional offices would be compatible in many locations.

Preservation - The preservation of historic structures and encouraging compatible architecture could drive investment to the area.

Infrastructure - The area has good connectivity within most of the neighborhood and to other parts of the city. The infrastructure can support redevelopment. The neighborhood has mostly acceptable walkability and bikeability infrastructure.

History - The neighborhood has played an important role in city history. Recognizing historical ties can help educate and build community.

Threats

New Development - New development may not fit in with the existing character.

Demolition - Demolishing older, potentially historic buildings could change the character.

Floodplain - A floodplain is located in a portion of the neighborhood and can impact development potential.

Railroad - The railroad divides the neighborhood and reduces connectivity. It also creates noise and the possibility for a derailment disaster or crossing accident.

Rental Property - Rental housing may be less maintained or managed and can cause nuisances for neighbors.

Build: to develop according to a systematic plan and/or upon a base condition

Community: a group of people with common interested living in a particular area

Preserve: to keep or save from destruction or decomposition

Affordability: not too expensive relative to other options

Enhance: to increase or improve in value, quality, desirability, or attractiveness

Livability: the sum of factors that add up to a community's quality of life

Encourage: to spur on or stimulate, inspire, or persuade

Positive Change: to make better than would otherwise occur

Build Community

Building and maintaining strong community ties is essential to creating a neighborhood versus simply an area in the town. Community ties can make newcomers feel welcome and can lead residents to live in the neighborhood longer. Residents who love their neighborhood may be more likely to help with improvements, watch over their neighbors' properties, and better maintain their property.

Preserve Affordability

As development and redevelopment occurs, displacement of the existing residents would cause a negative impact. The neighborhood is known today as an affordable place for students and families to live. Preserving affordability and encouraging improvements that will likely increase property values is a delicate balance. The goal is for the neighborhood is to continue to be, and make it even more so, a "mixed-income" area, so people of any income level can prosper and feel comfortable.

Enhance Livability

Improvements to the neighborhood that would make it a better place to live will make the area even more desirable in the future. These improvements will help the neighborhood to be more competitive with other parts of the community. The neighborhood already has many assets, but there is room for improvements to the streets, walkability, bikeability, parking, and the visual appearance.

Encourage Positive Change

Most residents would like to see improvements to the neighborhood. While city government can provide encouragement, some improvements must be accomplished by the residents themselves. It is vital that the neighborhood residents participate.

What would success look like?

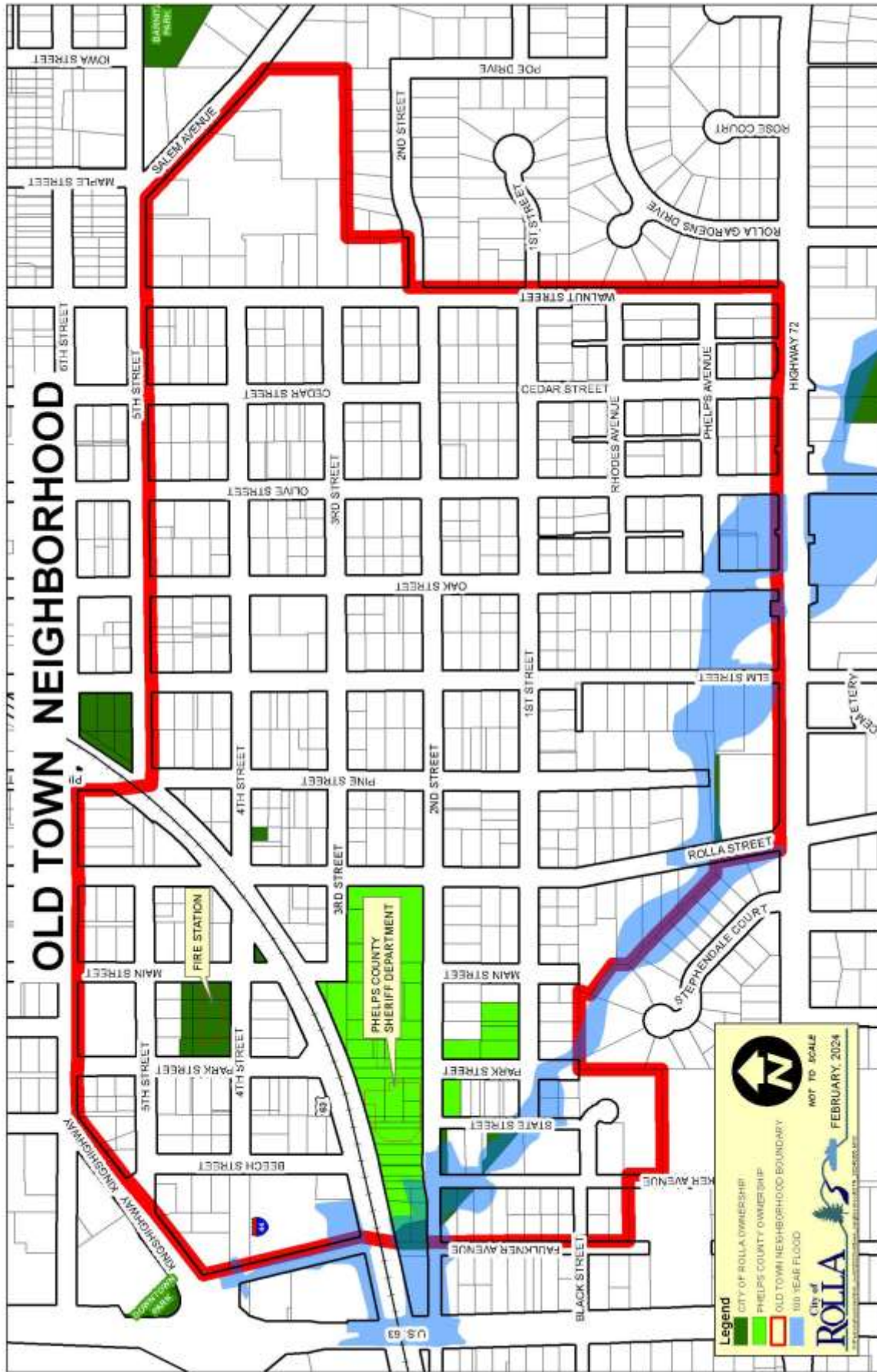
If this plan is successful, the neighborhood will see many changes over the next decade and beyond. Some of the change is inevitable. The location, being adjacent to the downtown, already makes the northern areas a prime location for redevelopment for rental housing. However, some of the interventions proposed in the plan may help to cause more investment and improvement in the area than would have otherwise occurred.

For example, many improvements are proposed which may transform the Rolla Street corridor near the Historic Courthouse into a mini downtown, with offices, shops, and housing. The area could become a tourism attraction, with historical information and potentially additional museum facilities.

The neighborhood is currently regarded as a nice place to live, with affordable housing and easy access to the downtown and recreation facilities. The intention is to draw on the positive attributes, maintain the positive, and make the area even more attractive for investment and living. This neighborhood has the potential to become one of the most desirable places to live in Rolla.

Does this sound like a nice place to live or invest?

Good! Because every goal and activity outlined in the plan is possible. However, a successful outcome is only attainable with support from the residents and investors in the neighborhood. The plan has been prepared with input from the residents, rather than being a top-down mandate being imposed. Without support from the residents and stakeholders, many of the goals in the plan will not be possible.



Phelps County does have a county-wide Hazard Mitigation Plan. The plan includes topics which are specific to Rolla, however, the plan does not provide much guidance specific to the Old Town Neighborhood.

Several government buildings are located in the neighborhood. The Rolla Fire Station and Phelps County Sheriffs Office are both “Critical Facilities” in the Hazard Mitigation Plan. These sites would offer assistance in a time of disaster. The Phelps County Courthouse, Phelps County Jail, and an RMU well are also important facilities.

The railroad passes through the neighborhood, with Rolla Street being the only railroad crossing in the plan area. Rolla Street is also a major arterial road with about 3,500 vehicles per day. The Rolla Street crossing also includes a pedestrian crossing. Due to slope, existing trees, existing buildings, and the angle of the tracks, the crossing has decreased visibility for drivers to see an approaching train. Safety could be increased by considering four-quadrant signal arms or a median separation.

Floodplain is associated with Dutro Carter Creek. The floodplain ranges in width from 40 feet to over 300 feet and impacts 11 buildings in the neighborhood. The City is currently working with FEMA to revise the floodplains city-wide. The result could increase and/or decrease the floodplain extents in this area. The City does accept floodplain property and drainage easements when possible.

Dutro Carter Creek has been channelized into a fairly narrow channel with steep banks. The creek could be regraded to be wider with natural erosion control to help to mitigate the impacts of flooding. The creek could double as a recreation area and be an extension of the Acorn Trail.



A median separation for the Rolla Street railroad crossing would make the crossing safer and could help to eventually make Rolla a “Quiet Zone”. A Quiet Zone would lift the requirement for passing trains to sound their horns. This noise can be a disturbance to surrounding residential areas.

Enhance Livability

- Consider safety improvements to the Rolla Street RR crossing
- Continue to acquire floodplain when possible
- Consider improvements to Dutro Carter Creek



Abandoned buildings can reduce property values and invite crime



Demolishing houses can make room for redevelopment and remove nuisances. But demolition also removes older, historic buildings and can create voids.



Unchecked vegetation can block sidewalks and decrease visibility

Call the Community Development Department to report any property maintenance and nuisance concerns

(573) 364-5333

The Old Town Neighborhood does not have significant issues with abandoned buildings, unlike some other areas of town. Rolla did adopt an abandoned buildings ordinance in 2021. Since that time, the number of abandoned buildings in the city has started to decline as they have been demolished or renovated.

However, this neighborhood does experience some property maintenance issues, such as tall grass, junk vehicles, neglected buildings, storage containers, and overgrown vegetation obstructing sidewalks. A neighborhood sweep to identify all violations will be conducted after the plan is adopted. A similar inspection in the Schuman-Ber Juan Neighborhood recently resulted in a great improvement in that area.

This neighborhood is home to some of the oldest buildings in the city. Older buildings can be more attractive, but they can also have maintenance issues, such as inadequate insulation, windows, and heating/cooling systems.

Due to the age of the structures, the neighborhood likely has the greatest concentration of houses with lead paint and asbestos in the city. Grants are available for remediation and testing, and currently several grant programs are available through the US Department of Housing and Urban Development.

Asbestos is generally only found in commercial and industrial properties, however, lead paint is a more common issue in residential dwellings. Any renovation, repair, or painting project in pre-1978 buildings can create a health risk. Most buildings in the neighborhood were built before 1978. The EPA requires that such projects be done by lead-safe certified contractors. Rolla currently has two EPA certified lead-safe contractors. The City of Rolla could seek a grant for a program to test some buildings in the neighborhood for lead paint to find out the scale of the issue.

Enhance Livability, Preserve Affordability

Conduct a neighborhood sweep for code violations and provide warnings before pursuing fines or enforcement

Seek a grant for lead paint testing and encourage remediation

Encourage qualifying residents to participate in the MACO Weatherization Program

While crime was not identified as a major issue for residents, there were still some concerns with drugs, theft, and property damage. Some issues may be due to the homeless population passing through the neighborhood, and the related issue with drug addiction.

Establishing a neighborhood watch would help prevent crime, provide a sense of community, and increase safety. Participants would work directly with the police department.

As the area redevelops, creating a mixed-income neighborhood may reduce the level of crime by not concentrating poverty. Preservation of existing medium density housing and allowing higher density redevelopment can create “eyes on the streets”, which can deter crime. This would also create an area of mixed densities and incomes suitable for all types of households, creating a safer, more vibrant neighborhood with a unique character.

Property maintenance violations can cause an increase in some types of crime, such as vandalism, by sending a message to others that residents are ambivalent towards what happens in their community.



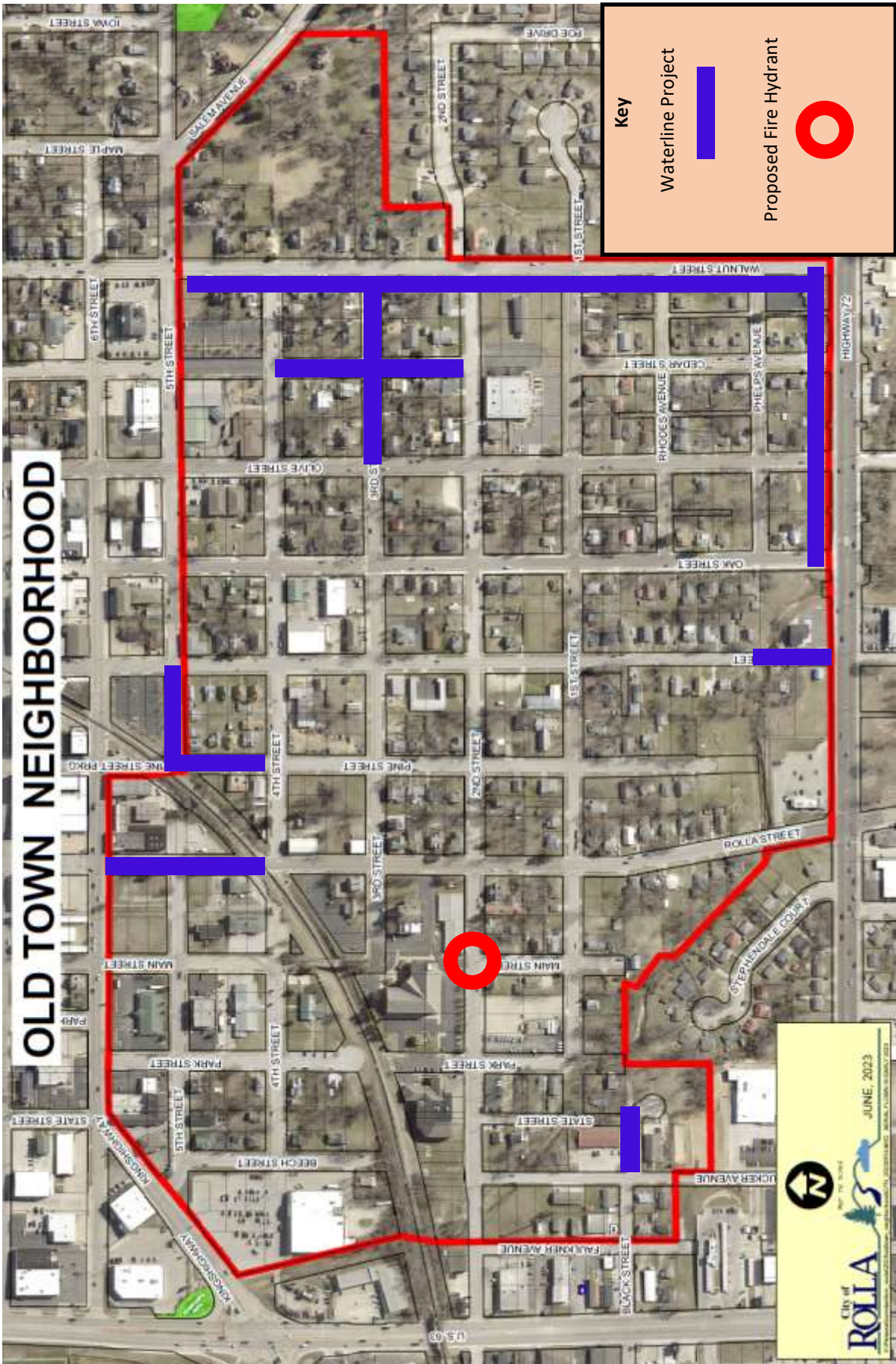
The Rolla Police Department does operate a Crisis Intervention Team to help deescalate situations and direct persons to needed assistance



Neighborhood Watch programs are a way to involve the community in addressing crime issues in their neighborhood

Preserve Affordability, Encourage Positive Change

- Create a neighborhood watch
- Encourage mixed-income development
- Conduct a neighborhood sweep for code violations



The utility infrastructure in the Old Town Neighborhood is mostly sufficient for both current and future needs. Waterlines, sewer lines, storm sewer, electric services, and other utilities are available throughout the neighborhood and are in good condition. However, a few issues may need to be addressed.

A few sections of waterline along Hwy 72 should be constructed as redevelopment occurs in the area. The waterline is needed to connect a few longer dead end waterlines. A waterline is also needed in the Cedar Street/3rd Street area and the 5th Street/Pine Street area to provide direct access to water services. As the area develops, a waterline along Rolla Street between 4th Street and 6th Street may also be needed. Some waterlines are also very old and will eventually need replacement.

Water capacity for fire hydrants was verified in the neighborhood. Only one location had with inadequate water capacity. The waterline to the hydrant at the end of the Black Street cul-de-sac will need to be replaced with a larger waterline if/when the area is redeveloped with higher density uses. An additional fire hydrant may also be necessary for adequate coverage of the Phelps County government campus.

Several residents mentioned issues with street lighting levels at night. The lighting levels are generally not intended for pedestrian use. However, the primary streets for pedestrian use—Rolla Street, Walnut Street, Oak Street, and 2nd Street—were all field checked and found to be adequately lit for the level of activity.



Fire hydrants provide needed water to fight fires and allow water lines to be flushed to keep the water clean. They can also be tested to check the water pressure and flow in the area.

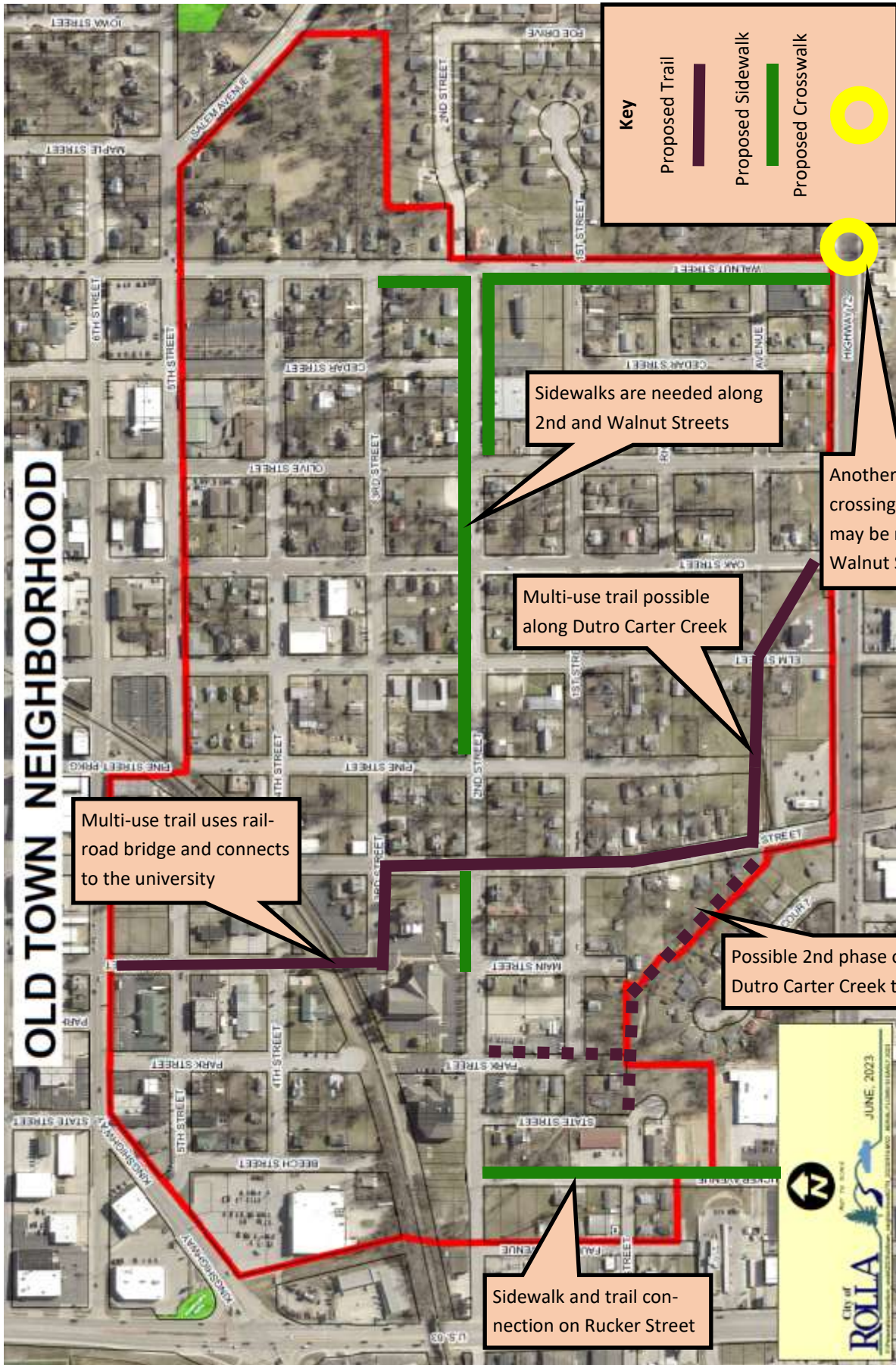
Enhance Livability

Install waterlines along Hwy 72 between Oak Street and Walnut Street; Elm Street to Hwy 72; Rolla Street between 4th Street and 6th Street; Cedar Street/3rd Street area; and 5th Street/Pine Street area, as these areas redevelop

Replace waterline along Walnut Street with street project

Replace waterline at Black Street cul-de-sac

Install fire hydrant at 2nd Street/Main Street



Residents of the Old Town Neighborhood have easy access to grocery stores, downtown, university campus, and high school to serve daily needs.

Most streets in the neighborhood have sidewalks which are in good or fair condition, yet overgrowth disrupts the ability to use sidewalks in some locations. In addition, there are a few sites where new sidewalks are needed. Constructing sidewalks along Walnut Street and 2nd Street is a higher priority than lower use locations.

The area currently has limited bike infrastructure. Currently, there are a few bike racks at apartment buildings. As the area redevelops, the newly adopted zoning code will require that bicycle parking be provided for all multi-family and commercial developments.

Oak Street has a multi-use trail that connects to the Acorn Trail and downtown. The low traffic volumes on the neighborhood streets makes it relatively safe to bike. Shared bicycle facilities, such as “sharrows” may be appropriate on Rolla Street and Walnut Street until such time that the vehicle and bicycle traffic reaches a point that bicycle lanes or a separated track or trail become warranted.

The Oak Street multi-use trail connects to a mid-block crossing on Hwy 72. An additional mid-block crossing may be desired in the future near Walnut Street.

The multi-use trail system could be expanded to run along Dutro Carter Creek between Hwy 72 and the Main Street Railroad Bridge via Rolla Street. The project could be phased to extend from Rolla Street if desired in the future. A trail may be needed between the pedestrian bridge and the Oak Street trail. A trail is proposed on Main Street just north of the pedestrian bridge.



A multiuse trail crosses the neighborhood on Oak Street. A trail is proposed to use Main Street as well.



A mid-block crossing was recently installed on Hwy 72 to improve safety for crossing pedestrians and bicyclists

Enhance Livability, Build Community

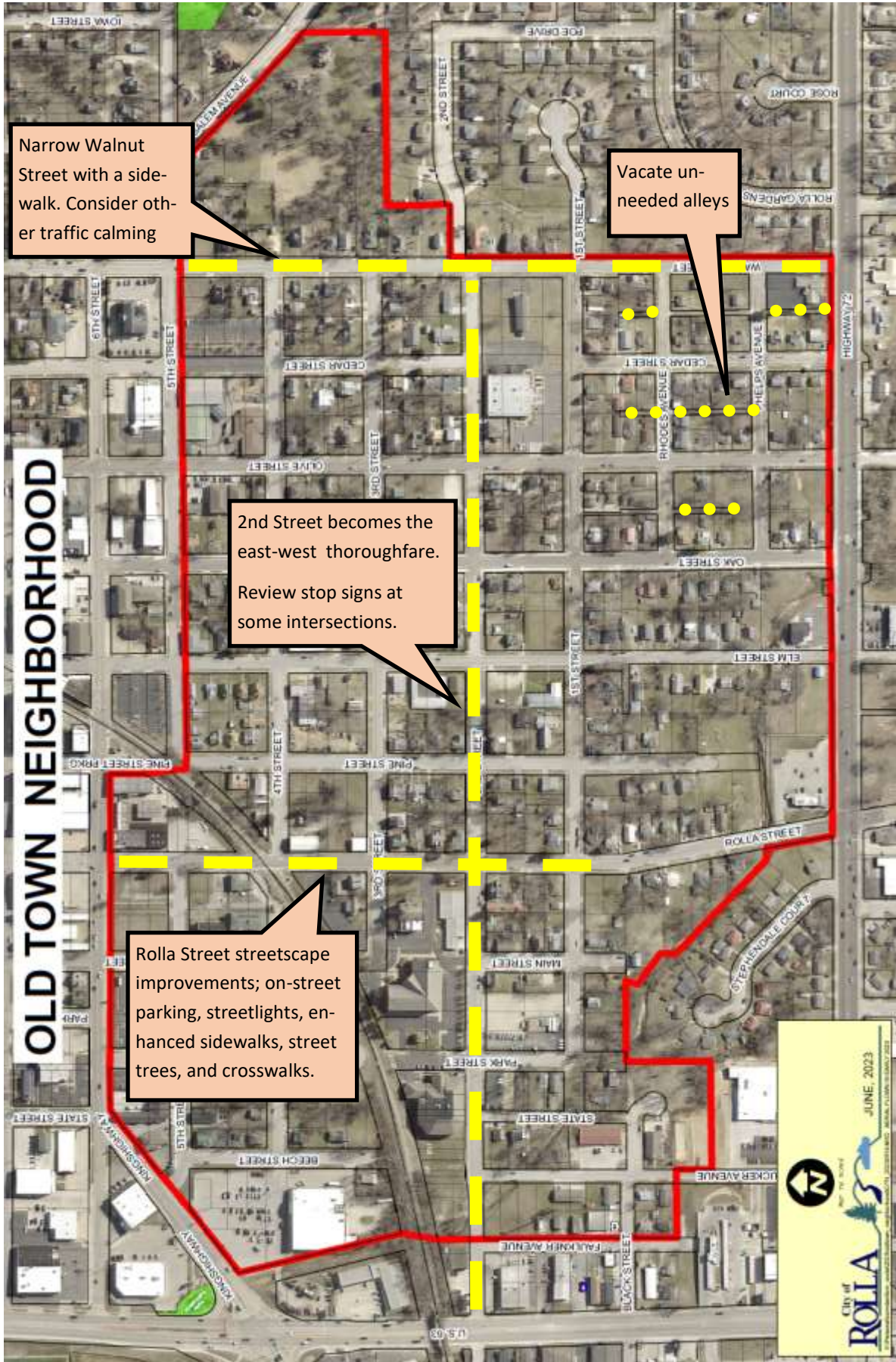
Construct sidewalks along sections of Walnut and 2nd Streets

Construct sidewalks along sections of Rucker and 1st Streets

Consider bicycle infrastructure on Rolla and Walnut Streets

Consider constructing a multi-use trail along Dutro Carter Creek

Construct a multi-use trail on Main, 2nd, and Rolla Streets



Most streets in the Old Town neighborhood are low traffic local streets. Rolla Street is classified in the adopted Major Thoroughfares Plan as a Major Arterial road that connects through the city. Walnut Street is classified as a Collector street that connects between the high school area and Hwy 72.

A traffic speed study was conducted on Rolla Street and Walnut Streets. The study found that although the speed limit is 25mph, 90% or more drivers drive faster than the limit. The average speed on Rolla Street was about 30 mph south of 2nd Street; and on Walnut Street, about 35 mph. The speeds on Walnut Street in particular may not be safe in residential areas.

The speeds on Walnut Street may be decreased by narrowing the street with a sidewalk on the west side. If needed, other traffic calming measures may be considered. There is low demand for on-street parking on Walnut Street, which would allow for the parking to be eliminated.

Third Street is the current east-west corridor for the neighborhood. Switching to 2nd Street as the east-west corridor may make more sense, as 2nd Street connects all the way across the neighborhood from Bishop Ave to a neighborhood to the east.

Changes to the stop sign locations may be needed to encourage use of 2nd Street as the east-west corridor. Stop signs would need to be reviewed at 2nd/Elm, 2nd/Olive, 3rd/Elm, and 3rd/Oak. The stop sign at 3rd/Rolla may need to be moved to 2nd Street if traffic levels increase enough to warrant relocation.

There are a few alleys in the neighborhood that may no longer be needed. Those alleys could be vacated to save costs and allow adjacent property owners additional land.

Enhance Livability

Consider traffic calming measures on Rolla and Walnut Streets

Convert 2nd Street to be east-west route; change stops signs on 3rd Street

Vacate any unneeded alleys



Radar Speed Signs are effective at reducing vehicle speeds. Edge line painting, curb extensions (below), on-street parking and street trees can also reduce speeds.



Police patrols, speed bumps, and ordinary speed limit signage are not effective at reducing speeds. Police officers simply cannot patrol all streets at all times. Traffic calming design can reduce speeds.



Edge lines are a cheap, effective way to visually narrow a street and reduce vehicle speeds. Edge lines also can create a shoulder, parking area, or bike lanes.



Old Town sub-area



Rucker Avenue sub-area

The Old Town Neighborhood has three distinct sub-areas, with their own unique characteristics and potential development/redevelopment opportunities.

The Old Town sub-area was the first business center of Rolla. The sub-area is generally located just north of the Historic Courthouse and railroad tracks, and separated from most of the Old Town Neighborhood. The sub-area is located adjacent to the downtown and is a prime location for development. In the 1960-70's, all of the remaining original historic buildings in the sub-area were demolished during this urban renewal era.

The sub-area has several opportunities for dense development complementary to the downtown, such as professional offices, retail, restaurants, services, mixed-use, and multi-family. One undeveloped block is located at the corner of two major streets directly across from the downtown. Development of the sub-area could help to expand on the growth in the downtown, yet is currently not zoned to allow the desired land uses. C-C, Center-City zoning would allow for more appropriate development.

The Rucker Avenue sub-area is also disconnected from the rest of the Old Town Neighborhood by the railroad and Dutro Carter Creek. The sub-area was formerly a primarily residential area, but has been converted into a highway-oriented or light industrial commercial area.

There is potential for redevelopment for higher value uses such as professional offices, services, and multi-family, except area limited by floodplain. Improvements, such as a sidewalk on Rucker Avenue and streetlight at the intersection of Rucker Avenue and Black Street will be needed. The potential Dutro Carter Creek multi-use trail could provide additional connectivity and access to recreation. Although the area is already zoned for commercial uses, appropriate redevelopment of the sub-area should be encouraged.

Encourage Positive Change

- Rezone Old Town sub-area to the C-C, City Center district
- Encourage appropriate redevelopment of Rucker Ave sub-area
- Construct sidewalk on Rucker Ave between 2nd St and Hwy 72
- Install streetlight at Rucker Ave/Black Street

The Historic Courthouse sub-area is centered around the Historic Courthouse, Phelps County government campus, and along Rolla Street. The sub-area has many existing historic structures, and is adjacent to the downtown and government uses, making the area primed for redevelopment.

The Rolla Street corridor could be redeveloped with professional offices, retail, restaurants, and mixed-use, like a mini-downtown or extension of the downtown. A small hotel/inn or bed and breakfast may even be possible. Townhouses and upper-level apartment units over shops could provide for additional housing. Redevelopment is already occurring on Rolla Street just outside the plan area.

New development could enhance the existing character with design that mimics or complements the older buildings. Decreased setbacks, rear/side parking, porches, front facing doors and windows, brick façades, and architectural details would help new buildings to be compatible.

Rolla Street could be redesigned with on-street parking, enhanced sidewalks, ornate streetlights, street trees, and crosswalks. In order to encourage the desired land uses, the zoning in the sub-area will need to be changed to the C-C, Center City district. An overlay district could also be created to require compatible building design.

Phelps County owns several properties in the sub-area and is currently constructing a large addition to the jail. The County also intends to buy additional properties on the south side of 2nd Street for parking and a maintenance shop for the Sheriff's Department.

The creation of a mini-downtown in the Old Town Neighborhood could serve as catalyst for redevelopment in the other sub-areas and throughout the neighborhood.

Encourage Positive Change

Rezone portions of the Historic Courthouse sub-area to the C-C, City Center district

Redesign Rolla Street with on-street parking, wider sidewalks, streetlights, and crosswalks

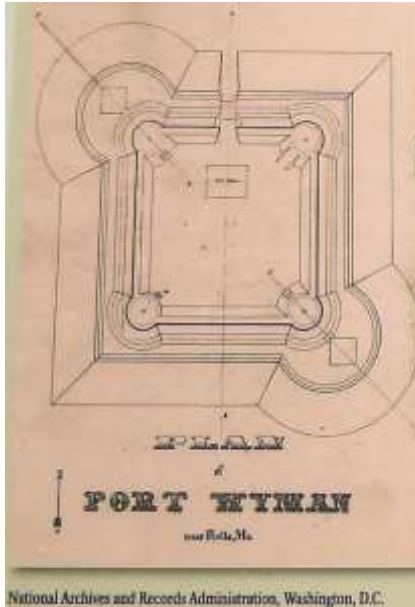
Consider an Overlay District to require compatible building design



Historic Courthouse sub-area



New buildings can be designed to be compatible with older buildings, as demonstrated by the newer duplex at 203 W 3rd Street



Fort Wyman consisted of an earth embankment with 10 foot tall walls and a moat. The fort was about 300 feet square, with artillery positions with 32 pound cannons. A log powder magazine (gun powder storage) was located within the walls. As a redoubt style fort, it was intended to be a temporary fortification.

The Historic Courthouse sub-area also has opportunities for enhancing historical education and attracting tourists to Rolla. As discussed in the History section, the Old Town Neighborhood played an important role in the Civil War history of the town. The area was the center of activity at the time. It was used for soldier encampments and parade grounds, while the courthouse was used for storage, a hospital, and for military offices. Rolla was a railroad terminus that moved military supplies and forces from the East to the West.

However, today the only remnant of the Civil War left in Rolla is the Historic Courthouse. The courthouse itself is no longer used for government functions. The Phelps County Historical Society owns and manages the building, renting out office space and managing the local historical archives. Being over 160 years old, most building components are in need of updating or renovating.

Two major forts protected the city. Fort Wyman was formerly located just over 1/2 mile south of the courthouse on a hill between Fort Wyman Rd and Houston Rd. The fort was in line-of-sight to the courthouse to allow visual communication. The fort was demolished in the 1990's.

Although it may sound crazy at first, it may be possible to construct a smaller-scale replica of Fort Wyman in the Old Town Neighborhood. A location just south of the Historic Courthouse would allow views of the courthouse and be within walking distance. Informational displays could explain Rolla's Civil War history. The fort itself could serve as a park or gathering space and could be used for Civil War reenactments.

If paired with improvements to the Historic Courthouse, the fort and courthouse could function as a museum that may attract tourism to Rolla. While grants are unlikely for routine building maintenance, a larger grant for the creation of a museum and tourism attraction could be possible to facilitate the courthouse renovations and construction of the fort.

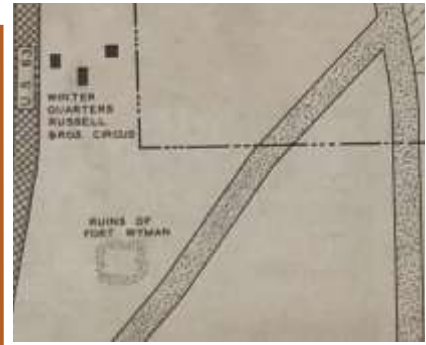
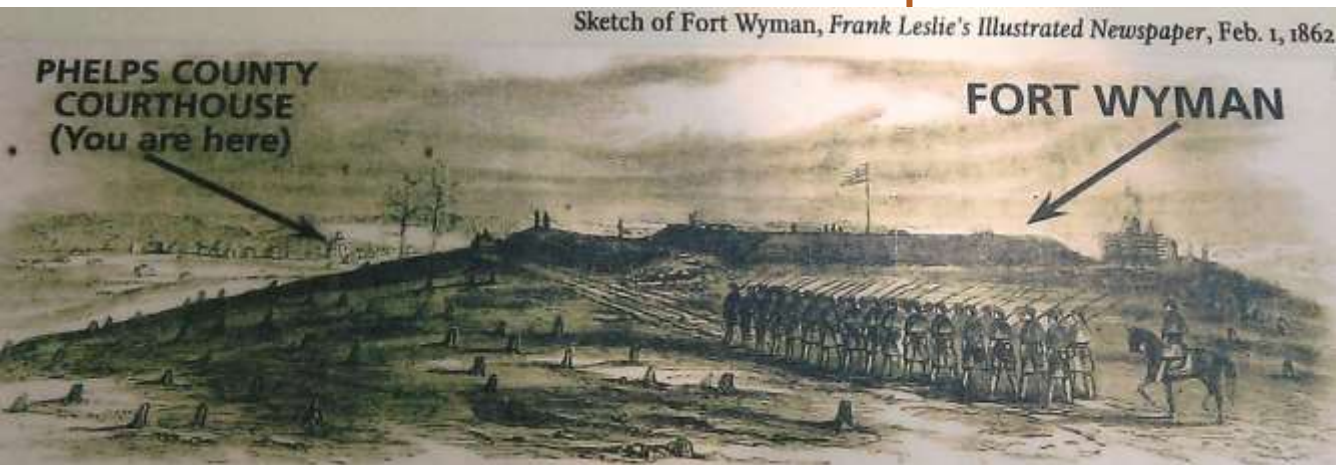
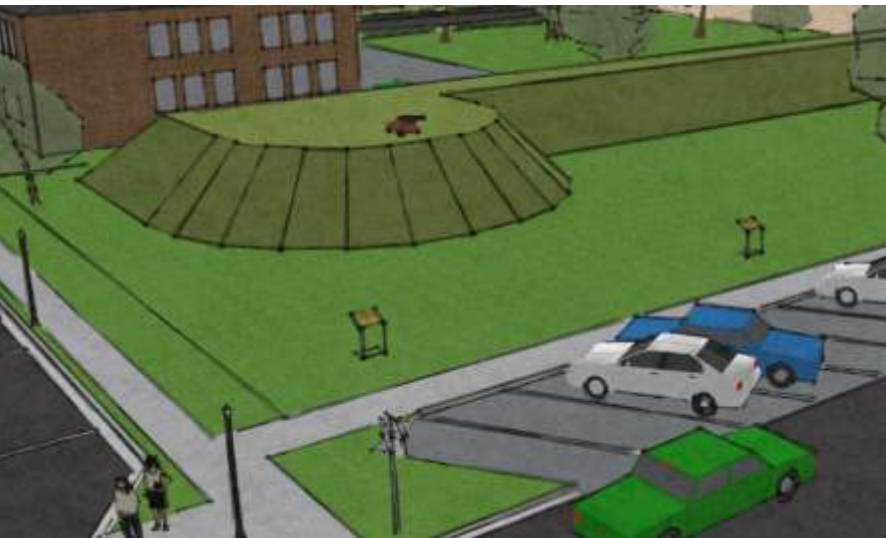
Such efforts will require cooperation and buy-in with the Phelps County Historical Society and great community support. Likely, private fundraising will be needed to cover the matching funds for a grant. The specific location of the fort will depend on funding and availability of properties.

The **Historic Courthouse sub-area** also includes several properties owned by Phelps County. The County has indicated that there is an issue with parking in the area. Although the County is considering adding more parking, which would remove open space adjacent to the Historic Courthouse, it may be possible to consider alternatives. Options include additional on-street parking on Rolla and 2nd Streets and areas on the north side of the Main Street Railroad Bridge, assuming the bridge is repaired. A total of about 130 parking spaces could potentially be added in the courthouse vicinity with a small amount of road widening and striping.

Encourage Positive Change

Consider pursuing grants to fund construction of a replica Fort Wyman and renovations to the Historic Courthouse

Work with Phelps County to address parking concerns

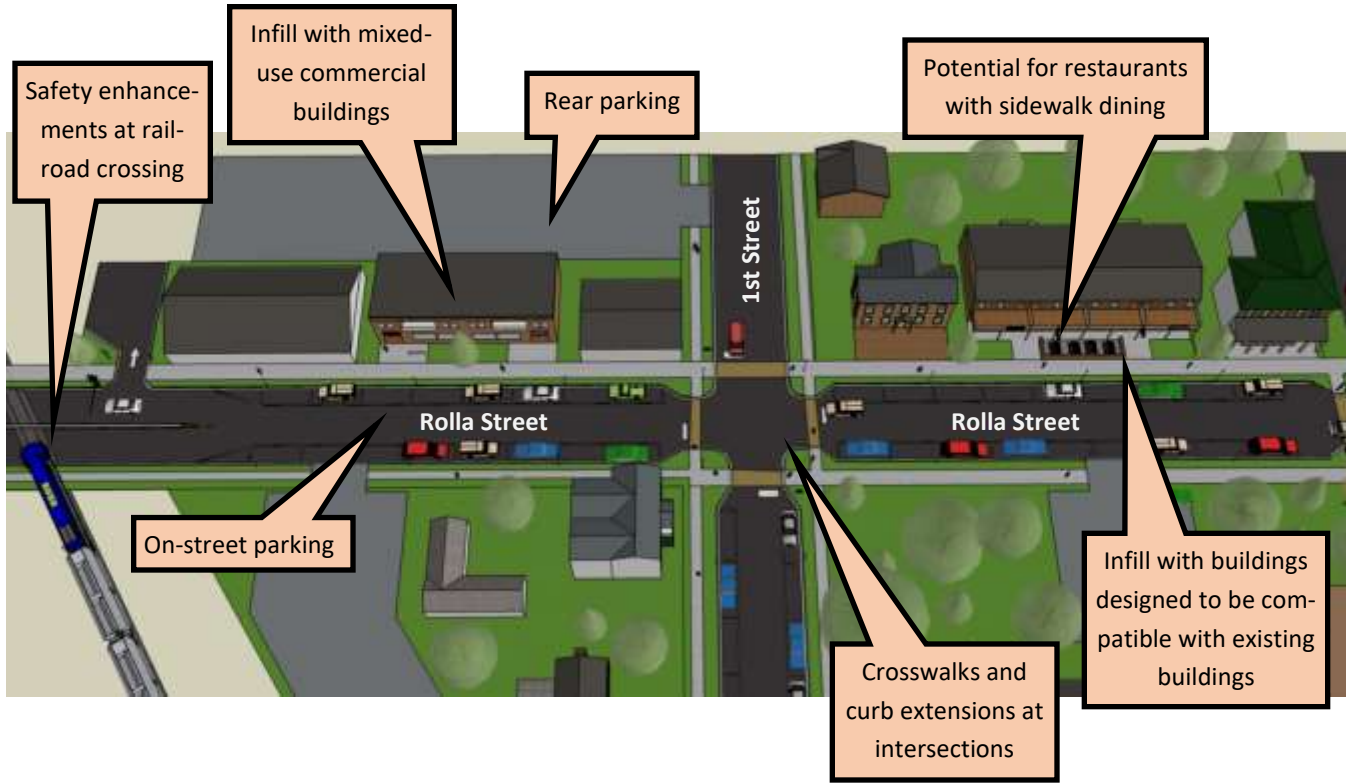


(Above) By 1937, Fort Wyman was in ruins. The ruins were still visible on air photos until redevelopment in the 1970's.

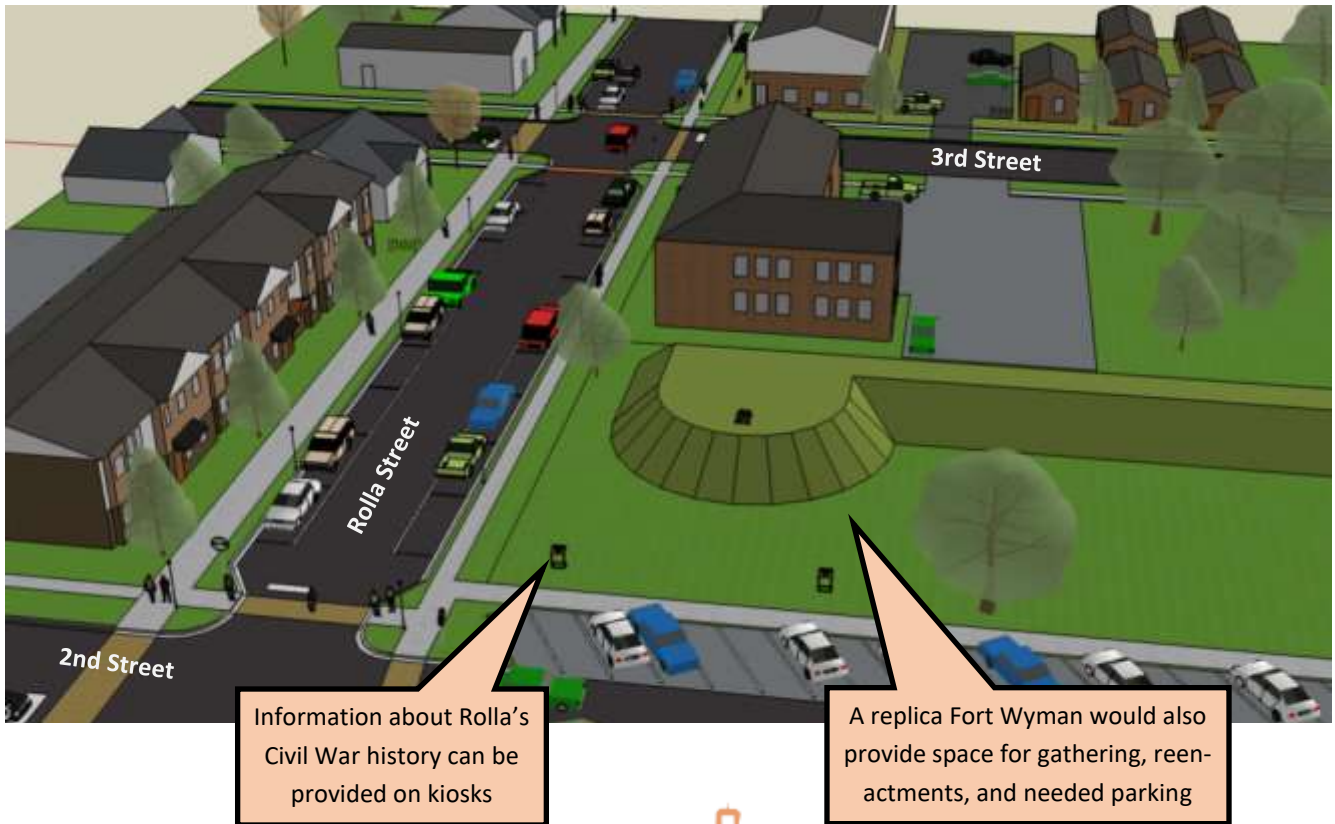
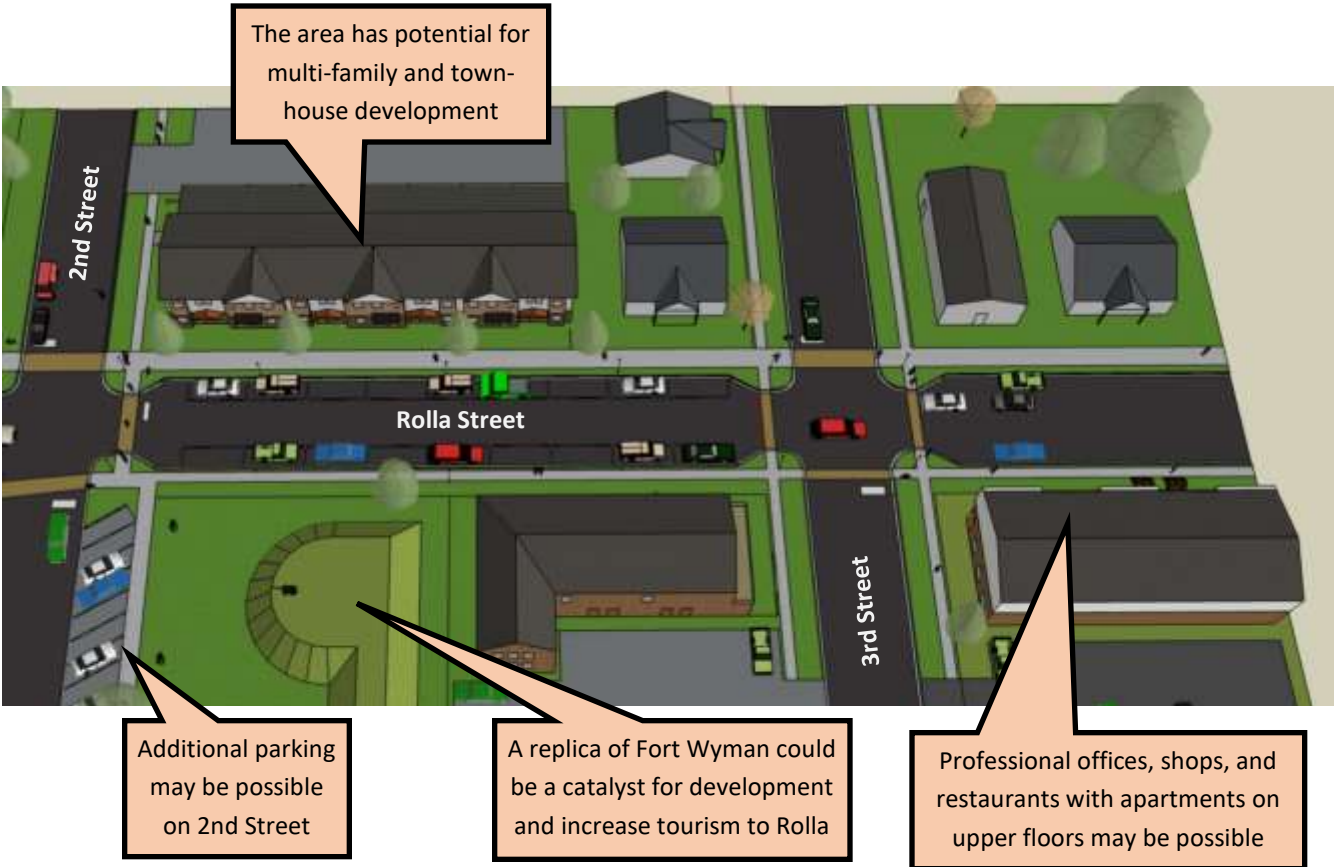
(Left) The image is a concept of what a replica Fort Wyman could look like. One wall with an artillery position to symbolize the fort could be built on half of a block. The ideal location would be the southwest corner of Rolla and 2nd Streets for maximum visibility and proximity to the Historic Courthouse.

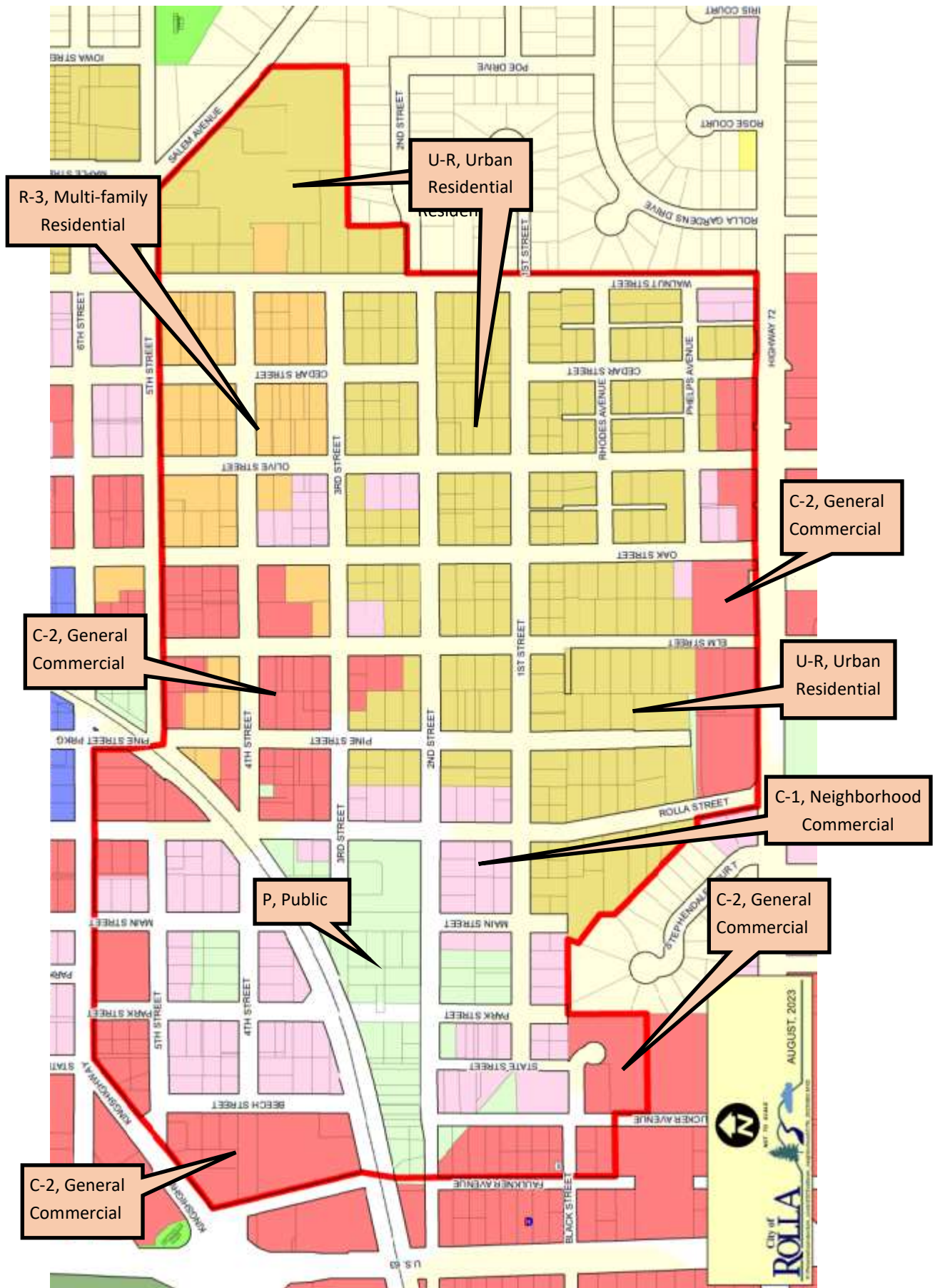
(Below) The area was very different during the Civil War days. Trees were cut for construction and firewood. The fort had a view of the Historic Courthouse. Today, the former fort location is a developed property and trees would obscure the view. Constructing a replica near the Historic Courthouse would allow easier access yet would still allow for a view of the courthouse from the replica fort.

Sub-Areas



The Rolla Street corridor has potential to become a vibrant location, with professional offices, shops, restaurants, and housing. The area could even attract a small hotel/inn or bed and breakfast. The adjacent downtown and government offices should make the Rolla Street corridor an attractive location to invest.





A new Official Zoning Map for the entire city was recently adopted. The new zoning map introduced new zoning districts and removed unneeded districts. The Old Town Neighborhood includes commercial zones such as the C-1, Neighborhood Commercial district and C-2, General Commercial district. Multi-family areas nearer to the downtown are zoned R-3, Multi-family. The R-3 areas may be appropriate to be upzoned to the R-4, Urban Multi-family district in the future.

Large areas of the neighborhood are zoned U-R, Urban Residential. The U-R district is intended to allow for smaller-scale multi-family uses on existing lots. Neighborhood commercial uses are allowed by approval of a Conditional Use Permit. The U-R district should help promote redevelopment more compatible with the existing character of the neighborhood.

Design requirements for the U-R district could be pursued, as the zoning district did not include any. Design requirements such as front porches, front facing door and windows, maximum setbacks, rear/side parking ,and rear/side facing garage doors could be considered.

An overlay district may also be needed for portions of the Historic Courthouse sub-area to encourage appropriate development.

Several older, potentially historic buildings are located in the Old Town Neighborhood. Historical preservation requirements can be a controversial issue. While many feel that tearing down old buildings should be prevented, many also feel that the property owners have the right to develop their land. Identifying which older buildings have historic value may be a compromise, rather than outright prohibiting demolition of older structures.

C-2, General Commercial

Front setback: 10 feet
 Maximum height: 4 stories; 64 feet
 Parking: 1 per 200 sq. ft.

C-C, Center City

Minimum front setback: N/A
 Maximum front setback: 10 feet
 Maximum height: N/A
 Parking: N/A for commercial uses

U-R, Urban Residential

Front setback: 10 feet
 Maximum height: 2 stories; 50 feet
 Uses: 4 residential units; 5+ w/ CUP; commercial w/ CUP

R-3, Multi-family

Front setback: 25 feet
 Maximum height: 4 stories; 64 feet
 Uses: 26 residential units per acre

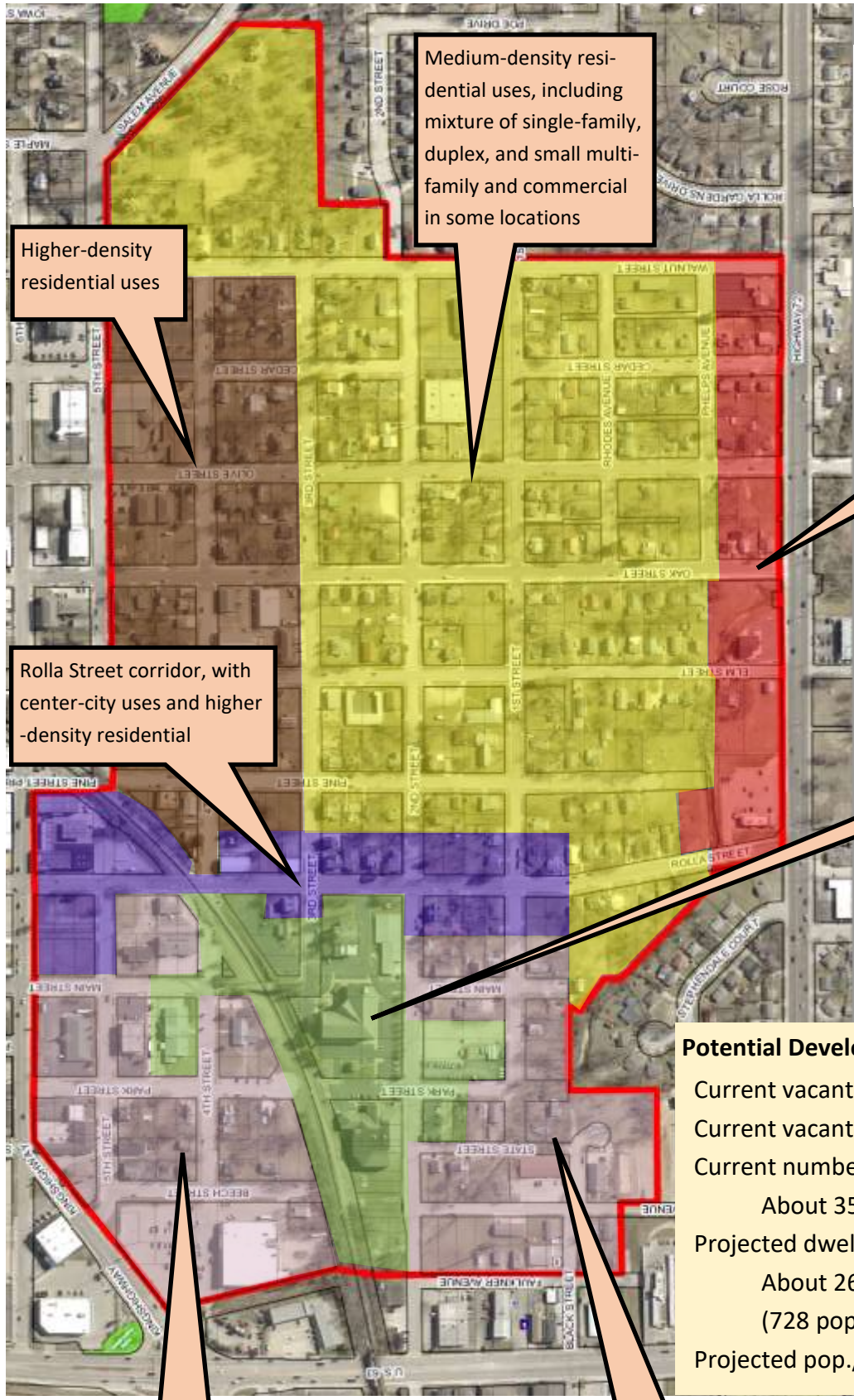
R-4, Urban Multi-family

Front setback: 5 feet
 Maximum height: 5 stories; 75 feet
 Uses: unlimited residential units

Encourage Positive Change

- Consider rezoning R-3 areas to R-4, Urban Multi-family
- Consider design requirements for the U-R, Urban Res. District
- Identify which older buildings have historic value

Future Land Use



Higher-density residential uses

Medium-density residential uses, including mixture of single-family, duplex, and small multi-family and commercial in some locations



Commercial uses along Hwy 72

Rolla Street corridor, with center-city uses and higher-density residential

Government and public uses

Potential Development Capacity
 Current vacant lots: ~55
 Current vacant dwellings: 6
 Current number of dwelling units:
 About 350 (983 population)
 Projected dwelling units:
 About 260 additional units
 (728 population)
 Projected pop./unit increase: 74%

Commercial and office uses with some multi-family

Commercial and office uses with some multi-family

The Old Town Neighborhood can be divided into six land use areas. The areas range from high-density residential uses and downtown-style commercial uses to highway commercial uses.

The Rolla Street corridor in the Historic Courthouse sub-area would be appropriate for urban-type commercial buildings, with low setbacks, ground-level commercial uses, upper-floor residential uses; and multi-family uses such as apartments or townhouses. The area has potential to become a mini-downtown with professional offices and supporting retail shops and restaurants. The C-C, Center City zoning district would be appropriate for the area.

The Phelps County government campus and some adjacent city-owned properties are government/public uses. The P, Public district is appropriate for all government properties.

The portions of the neighborhood north of 3rd Street have existing multi-family development. Being adjacent to the downtown and already heavily multi-family, the area may be appropriate for R-3, multi-family or R-4, Urban multi-family zoning. Some commercial uses may be appropriate in the area, but existing commercial properties may be more valuable for high-density multi-family use.

The Old Town and Rucker Avenue sub-areas both may be appropriate for retail, office, and multi-family uses. The Old Town sub-area could be rezoned to the C-C, Center City district to allow for the desired mixture of commercial and residential uses. The Rucker Avenue sub-area is already zoned C-1, Neighborhood Commercial and C-2, General Commercial. The zoning would allow for the desired land uses, however, some public investment and encouragement is needed to help investors to understand the potential.

The properties that front on Hwy 72 have been transitioning from single-family residential uses to highway-oriented commercial uses. Hwy 72 is a primary arterial road and a major commercial corridor with about 18,000 vehicles passing by each day. Some properties are impacted by floodplain, limiting the development potential. The properties that front on Hwy 72 are appropriate for commercial uses, such as professional offices, larger retail stores, restaurants, and banks. Much of the frontage is already zoned C-2, General Commercial.

Overlay Zone: A special district that imposes additional or different land use or design requirements for a specific area, rather than applying to the entire city. An overlay zone is helpful to establish special requirements for different areas of the city.

Euclidian Zoning: The current zoning system in the city, where land is divided into separate zones. Each zone allows for only certain land uses. Generally, land uses such as residential, commercial, and industrial are distinct and only allowed in separate areas of the city.

Performance-Based Zoning: A system that allows a land use if certain conditions are met— i.e. commercial uses are allowed along major streets; Multi-family is allowed if certain buffering, setbacks, and landscaping is provided. Some jurisdictions use a point system whereby a use is allowed if an amount of points are received based on the site conditions and design.

Form-based Code: A system that divided the city into zones based on the intensity of uses. Lower zones may only allow large-lot agricultural uses, while higher zones would allow most uses inside a building, but with certain architectural requirements. The focus is more on the design and less on the use of the property. Form-based codes are most useful in more dense areas with a mixture of uses.

The neighborhood plan is intended to be a guide for improvements and projects over the next 10 years. Activities are arranged into phases. The first phase would begin immediately after adoption of the plan. The subsequent phases would begin in the following years. Activities within each phase are subject to funding, timing, input received, more detailed study, and priority. Progress should be monitored and reported annually to maintain momentum. Performance can be measured by tracking new development, completing task items, and through a neighborhood survey.

Phase I (Beginning immediately after adoption of the plan)

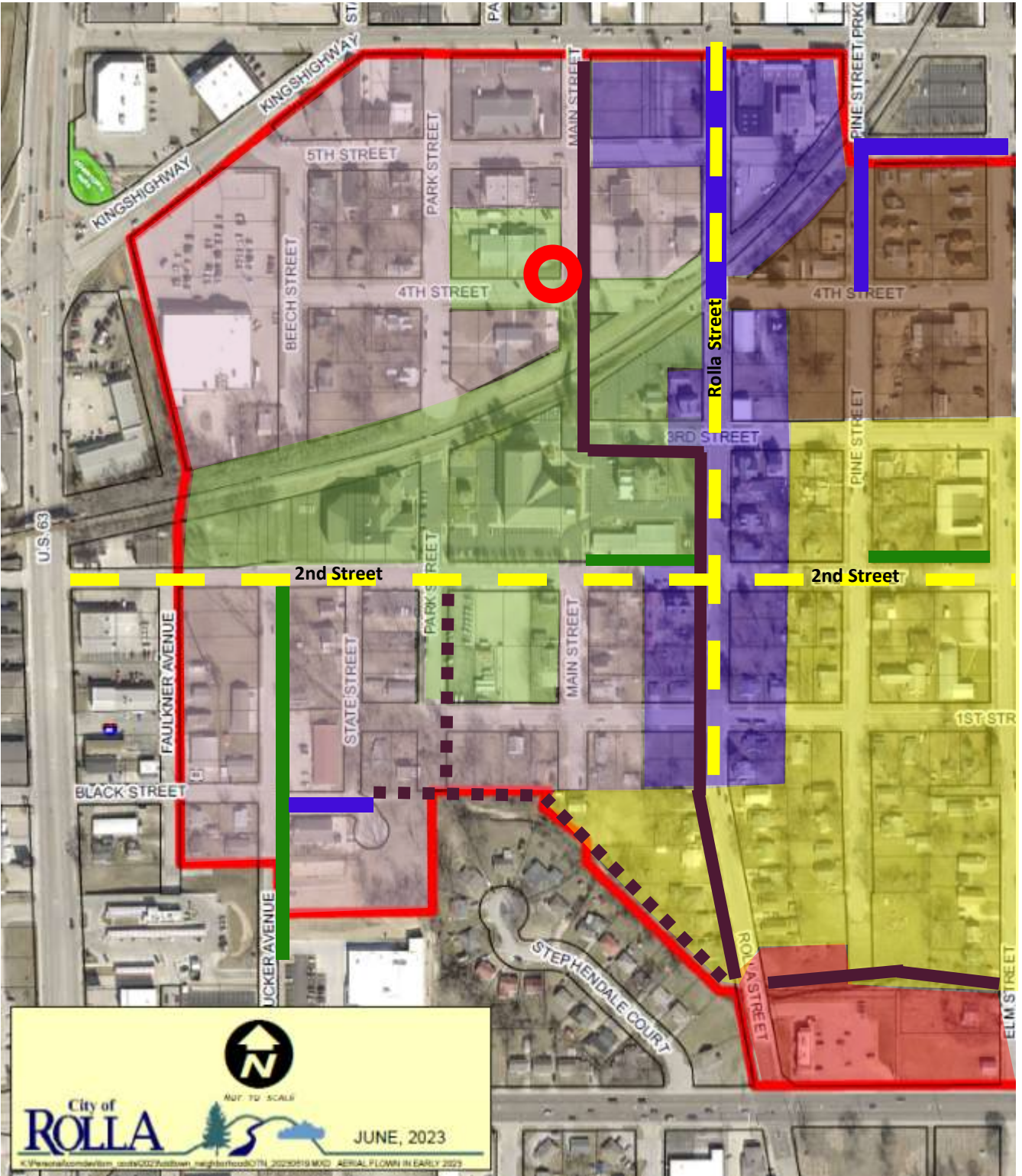
- Conduct a neighborhood sweep for code violations and provide warnings before pursuing fines or enforcement (Community Development)
- Create a neighborhood watch (Rolla Police Department)
- Vacate any unneeded alleys (Community Development)
- Rezone Old Town sub-area to the C-C, City Center district (Community Development)
- Rezone portions of the Historic Courthouse sub-area to the C-C, City Center district (Community Development)

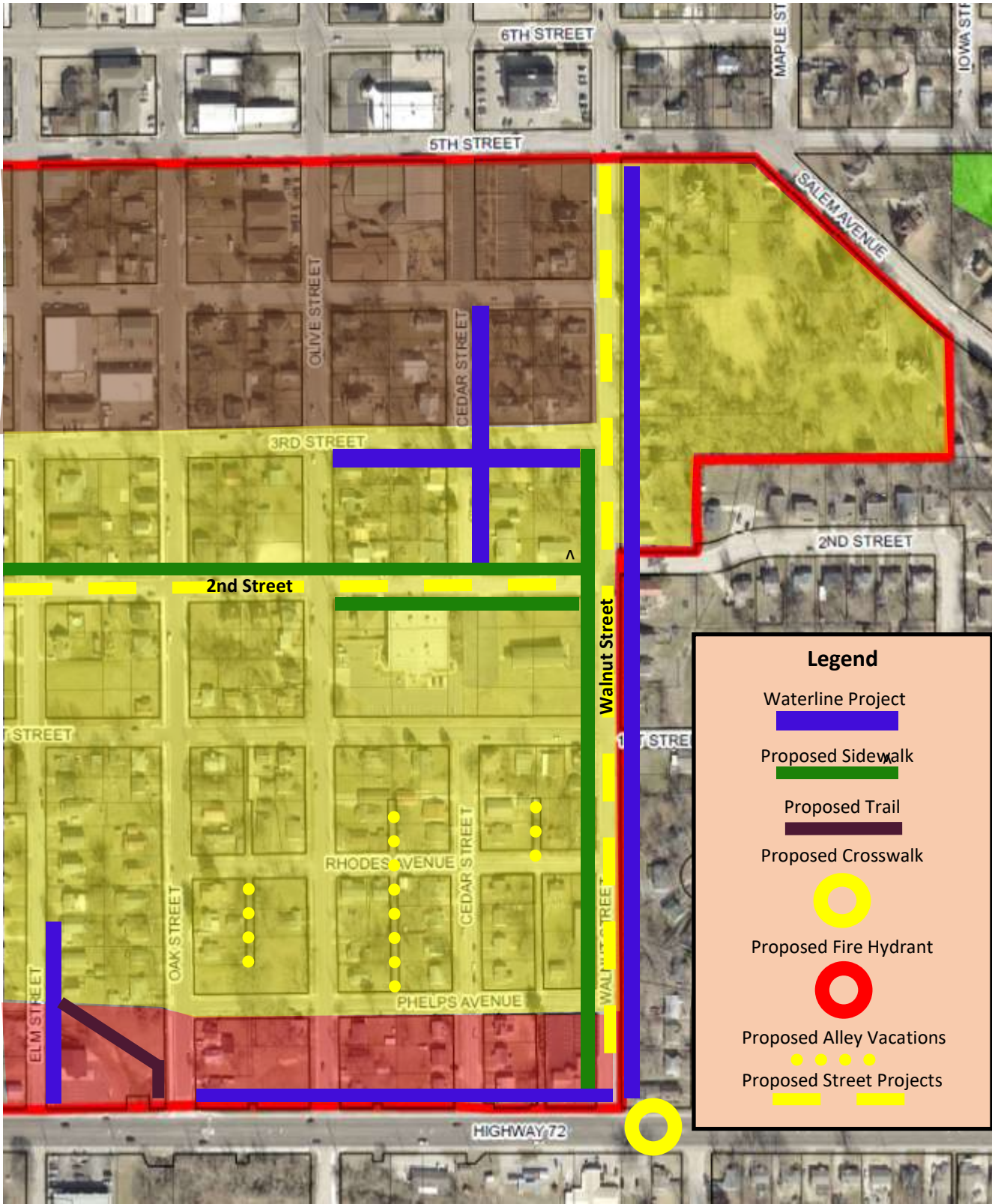
Phase II (Short-term)

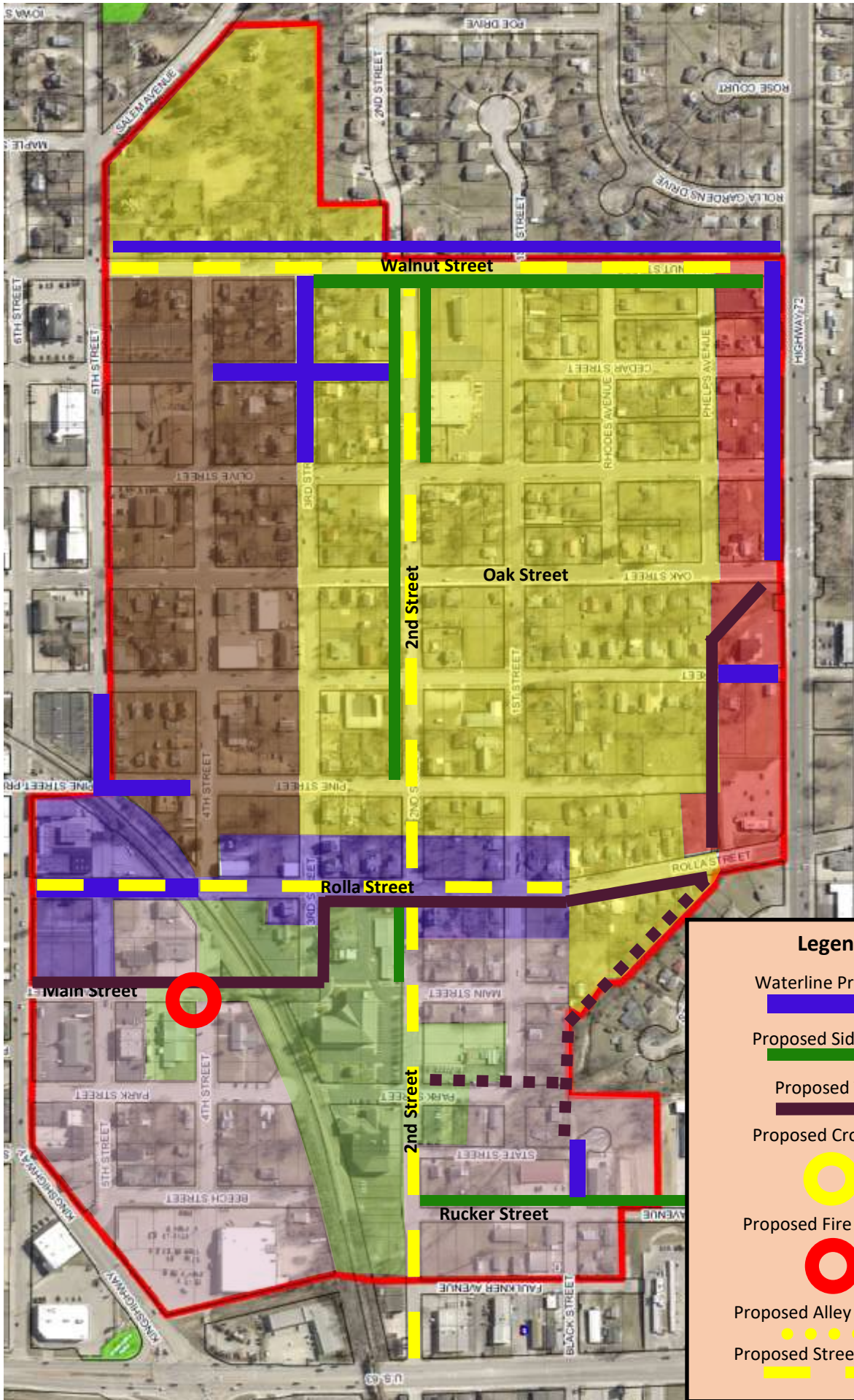
- Begin program to test for lead paint and encourage remediation (Comm. Development)
- Encourage qualifying residents to participate in the MACO Weatherization Program (Community Development/MACO)
- Construct sidewalks along sections of Walnut and 2nd Streets (Public Works)
- Consider traffic calming measures on Rolla and Walnut Streets (Public Works)
- Convert 2nd Street to be east-west route; change stops signs on 3rd Street (Public Works)
- Consider an Overlay District to require compatible building design (Comm. Development)
- Consider rezoning R-3 areas to R-4, Urban Multi-family (Community Development)
- Consider design requirements for the U-R, Urban Res. District (Community Development)
- Identify which older buildings have historic value (Community Development)

Phase III (Long-term)


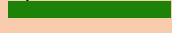




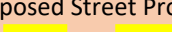
- Consider safety improvements to the Rolla Street RR crossing (Public Works)
- Continue to acquire floodplain when possible (Public Works)
- Consider improvements to Dutro Carter Creek (Public Works)
- Install waterlines along Hwy 72 between Oak Street and Walnut Street; Elm Street to Hwy 72; Rolla Street between 4th Street and 6th Street; Cedar Street/3rd Street area; and 5th Street/Pine Street area, as these areas redevelop (RMU)
- Replace waterline along Walnut Street with street project (RMU)
- Install fire hydrant at 2nd Street/Main Street (RMU)
- Construct sidewalks along sections of Rucker and 1st Streets (Public Works)
- Consider bicycle infrastructure on Rolla and Walnut Streets (Public Works)
- Consider constructing a multi-use trail along Dutro Carter Creek (Public Works)
- Construct a multi-use trail on Main, 2nd, and Rolla Streets (Public Works)
- Encourage appropriate redevelopment of Rucker Street sub-area (Comm. Development)
- Construct sidewalk on Rucker Ave between 2nd St and Hwy 72 (Public Works)
- Install streetlight at Rucker Ave/Black Street (RMU)
- Redesign Rolla Street with on-street parking, wider sidewalks, streetlights, and crosswalks (Public Works)







Legend

- Waterline Project 
- Proposed Sidewalk 
- Proposed Trail 
- Proposed Crosswalk 
- Proposed Fire Hydrant 
- Proposed Alley Vacations 
- Proposed Street Projects 



NEIGHBORHOOD
PLAN



4th Quarter Tourism Report & Year End Benchmarks 2023

This report covers tourism efforts from October-December 2023
and Year End Benchmarks

Presented by Stevie Kears, Executive Director, RACC

Motel Tax Origination

In 1991/92 the Rolla Area Chamber of Commerce started the conversation with the City of Rolla about imposing a hotel tax for tourism efforts. At the time, several communities across the state of Missouri had already implemented this tax.

This new tax was being used by the local Chamber or Tourism Bureau to promote tourism for that community as well as fund their Visitor Centers.

The tax varies in all communities and Rolla’s legislation was written to impose up to 5%. The Chamber decided that 3% would be sufficient at the time and if needed voters could raise the tax to the full 5% at a later date.

Thanks to the due diligence of the RACC, the Motel Tax passed in 1993. This means if you spend the night in a Rolla hotel, you will pay a 3% tax (in addition to local, state, and federal taxes). If you don’t stay in a Rolla hotel, you don’t pay the tax.

After the passing of the tax, the City of Rolla contracted with the Chamber to administer the tax. The City collects the tax, keeps 10% for admin fees and passes along the remaining 90% to the Chamber.

The first goal of the tax was to build and maintain the Visitor Center. As funds allow, the second goal of the tax was to promote Rolla as a tourist destination for travelers, groups, and meeting planners.

The Visitor Center opened in 1996. The contract between the City of Rolla and the Rolla Chamber is reviewed and renewed every 5 years to give each party an opportunity to make necessary changes due to current market trends and local expectations.

The Rolla Chamber currently manages the 10-acre tract of land at 1311 Kingshighway, the Rolla Visitor Center, and the 5 historic buildings on the property.

Lodging Report

Eleven local hotels report their information to Smith Travel Research. We receive a monthly report from STR that provides us with this information.

Occupancy (%)	Oct	Nov	Dec
This Year	57.0	48.9	44.0
Last Year	62.1	51.0	41.9
Percent Change	-8.3	-4.0	5.0

ADR	Oct	Nov	Dec
This Year	106.68	101.30	99.70
Last Year	107.20	101.17	97.83
Percent Change	-0.5	0.1	1.9

RevPAR	Oct	Nov	Dec
This Year	60.79	49.56	43.86
Last Year	66.60	51.58	40.98
Percent Change	-8.7	-3.9	7.0

Tourism Activities

S&T Tailgate

We had a table at one of the final S&T Football games of the season. We handed out hot dogs to the guests with QR code stickers that took people to our website, visitrolla.com.

Route 66 Motor Tour

We had a few meetings with representatives from the Missouri Route 66 Association to discuss the Route 66 Motor Tour that will end their the tour in Rolla in September 2024. Our office will be assisting with the end of the tour celebration.

2% Lodging Tax

We have discussed taking the 2% increase to the lodging tax with the Council. Our committee has met a few times to discuss this effort. We also met with the Hotel owners/managers to keep them in the loop of what our plans are.

National Missouri Day

We collaborated with MWR for their National Missouri Day Giveaway, an event that highlights a city and offers service members and their families the chance to win exciting prizes. Our contribution included tickets to a show at OAT, gift certificates to Public House Brewing Co. and Soda & Scoops, and miscellaneous items from Red Door Gifts.

St Pats Planning Meeting

We attended the first of the planning meetings for St Pats in December.

Marketing Efforts

Radio

Every Wednesday we are a guest on the Morning Mayor Show on Results Radio, 99.7 FM. This gives us an opportunity to talk about tourism events, attractions, and businesses in the area. We always promote the various ways that listeners can get additional information on things happening in the area.

Billboards

We have billboards just outside of Rolla on I-44, both East and West bound. New in 2023, we leased a billboard on Hwy 63 South to promote visitRolla.com to the local community.

E-Newsletter

We email a newsletter around the first of each month. You can subscribe to this newsletter on visitRolla.com.

Text Alerts

We send text alerts each week that remind followers what is happening in the coming week/weekend in the area.

Social Media

VisitRolla is found on Facebook, Instagram, and TikTok. We ran paid ads in December on Facebook that promoted Holiday Happenings in Rolla.

Facebook Stats 2023

	Posts	Reach	Engagement	Shares
January	11	5,305	219	16
February	7	8,687	640	48
March	14	40,719	4,350	307
April	9	14,421	1,094	51
May	17	14,080	788	50
June	16	49,020	2,879	108
July	12	46,268	4,774	46
August	13	25,529	4,342	61
September	12	19,434	1,299	149
October	13	11,667	730	39
November	23	27,987	1,764	206
December	18	24,947	1,970	123
TOTAL	165	288064	24849	1204

Instagram Stats 2023

	Posts	Likes	Comments
January	9	109	1
February	7	215	8
March	10	275	9
April	8	208	0
May	16	327	4
June	16	194	1
July	10	205	3
August	10	171	2
September	10	215	4
October	11	147	1
November	20	355	5
December	25	419	11
TOTAL	152	2840	49

Print Ads

Print ads during this time include:

- ¼ page ad in the winter issue of Show Me Missouri.
- ¼ page ad in the Oct/Nov/Dec issues of Missouri Life.
- 1/6 page ad in Nov/Dec issues of Rural Missouri.



Webiste (SEM Co-op)

We collaborate with Madden Media to conduct Search Engine Marketing (SEM) campaigns aimed at driving traffic to our website, visitrolla.com. Below are the click-through numbers for 2023.

	<u>Clicks</u>
January	1189
February	1342
March	1498
April	1442
May	1485
June	1960
July	2166
August	1713
September	1266
October	971
November	1111
December	1469
TOTAL	17612

Buildings & Grounds

We are responsible for 10 acres of property, 5 historic buildings, the Visitor Center, and the flagpole facing Hwy 72. The buildings are all on the historic register. All work done needs to be approved by SHPO.

Visitor Center

After the completion of the updates to the Visitor Center porch, we had the porch stained along with all the wood on the outside of the building. We also had to have Miller Glass come and repair the front door of the Visitor Center.

1301 Building

We had to have repairs done to the HVAC system in the 1301 building as the heater was no longer working.

BENCHMARKS FIVE YEARS

The following reports include the performance benchmarks outlined in the contract between the City of Rolla and the Rolla Chamber.

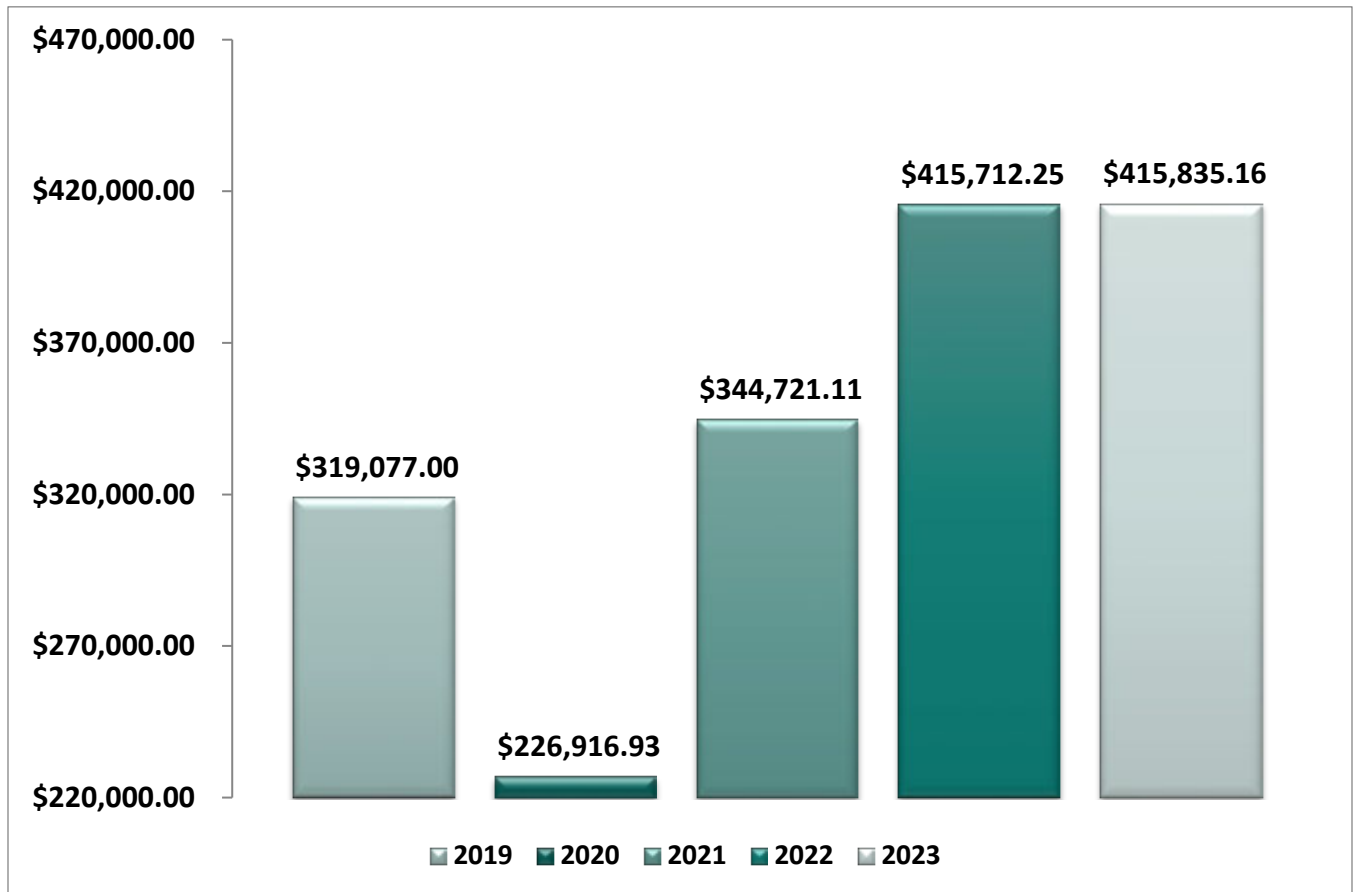
The benchmarks include:

- Motel Tax collected compared to prior years.
- Hotel/Motel Occupancy Report (Average Daily Rate, Occupancy).
- VisitRolla.com 5 Year Activity
- Number of visitors to the Visitor Center compared to prior years.
- Impact of tourism grant for a year (visitors/night stays).

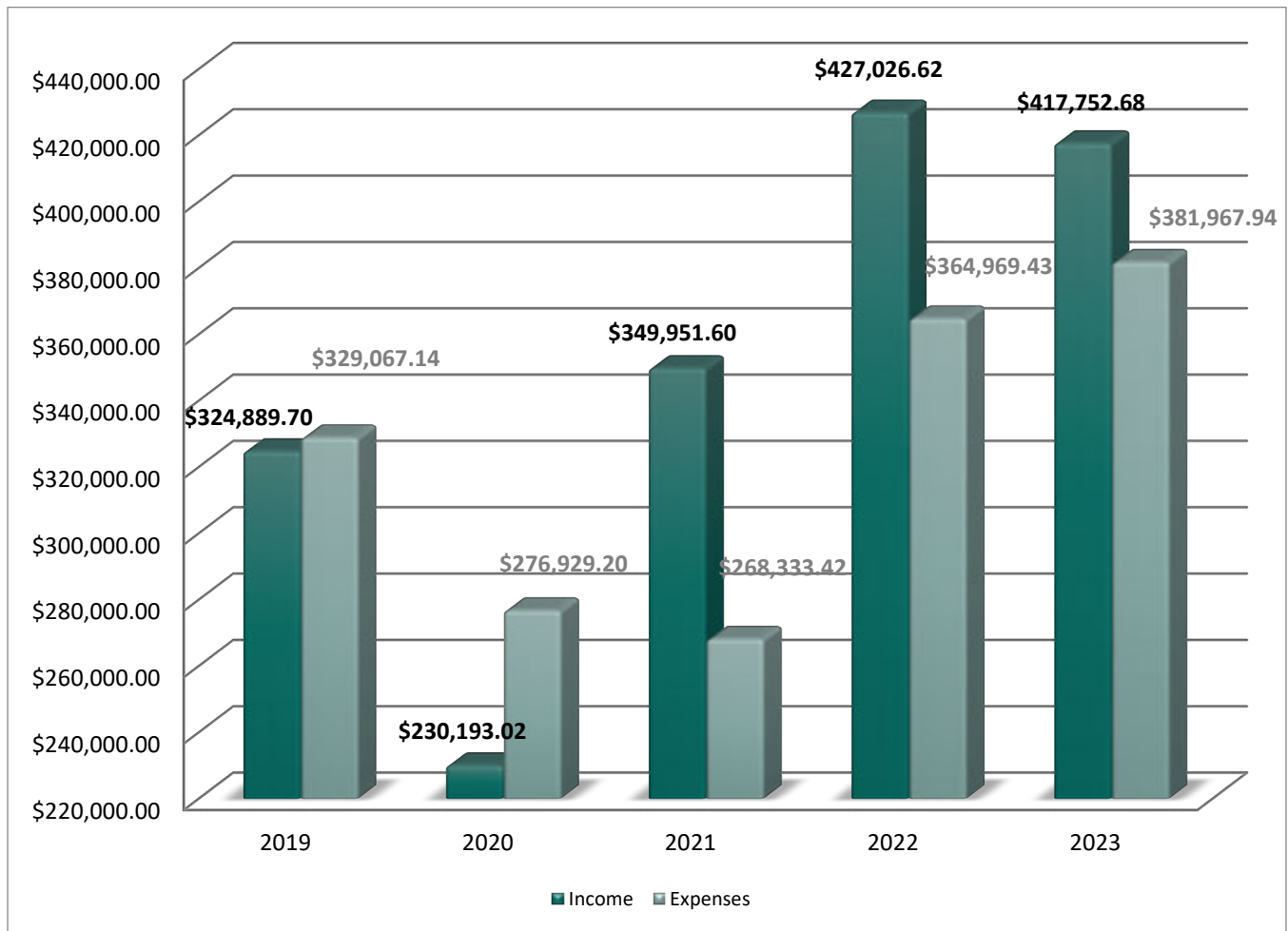
Motel Tax Performance

The following charts depict the share of the motel tax overseen by the Rolla Chamber of Commerce for tourism initiatives, amounting to 90% of the total tax collected by the City of Rolla. The remaining 10% of the tax is retained by the City of Rolla for services and administrative expenses related to tourism.

This chart illustrates the year-end amount collected over the past five years, representing 90% of the total revenue. The decrease in revenue for 2020 can be attributed to COVID-related travel restrictions.



This chart illustrates the year-end total income over the past five years, including Motel Tax and other forms of revenue, compared to overall expenses.

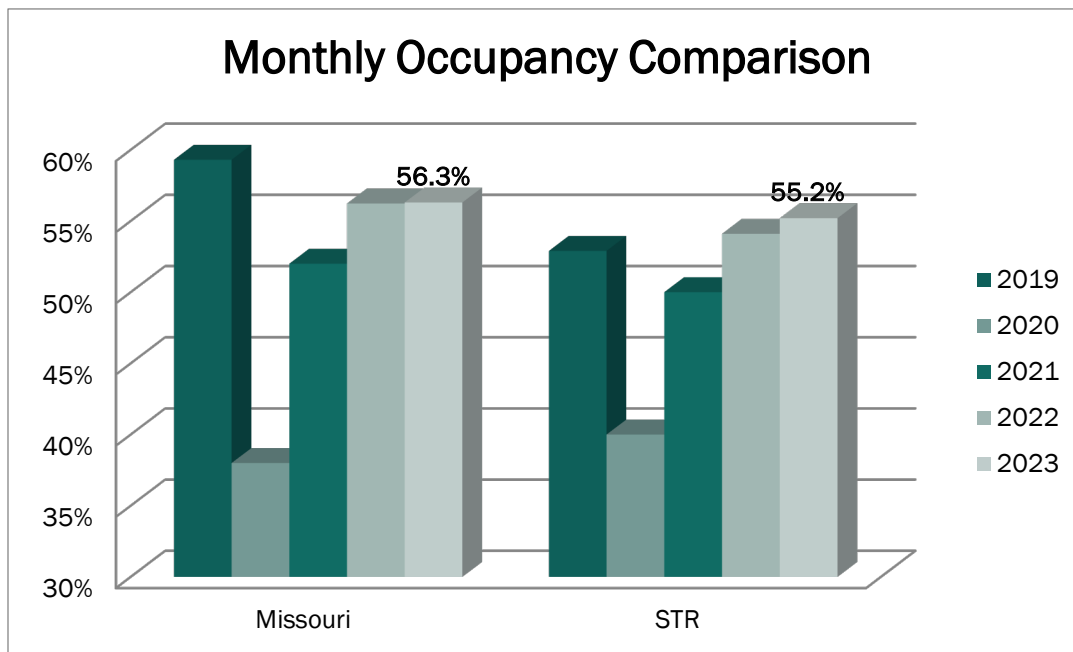
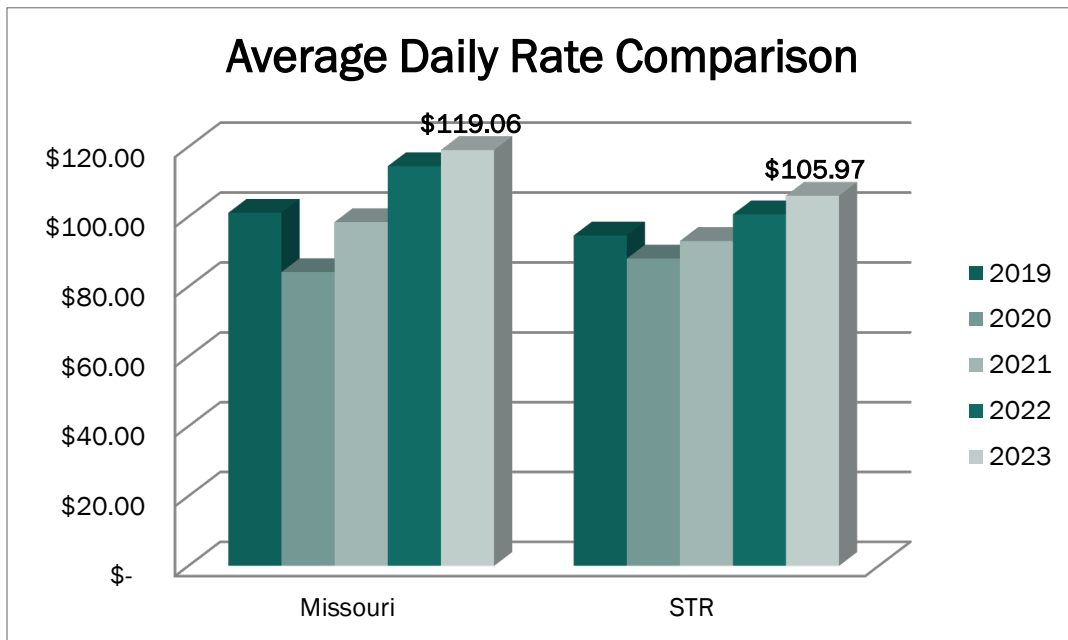


Lodging Performance

The data presented here is sourced from Smith Travel Research (STR), a service that the Rolla Area Chamber of Commerce (RACC) subscribes to. Chain hotels provide their figures to this service, which is considered a trusted source for reported information. Hotels utilize this data to monitor their performances and benchmark against their competitors. While STR provides information reported by local hotels, the specific identities of the reporting entities remain undisclosed. Additionally, STR furnishes data for the state as a whole.

In the Average Daily Rate (ADR) Chart, you'll notice that the average daily rate for Rolla hotels falls just below the state average, making staying in Rolla comparatively affordable.

The Occupancy Chart indicates that the occupancy rate for Rolla hotels aligns with the state average, reflecting a typical occupancy rate when compared to the state as a whole.



Website Stats

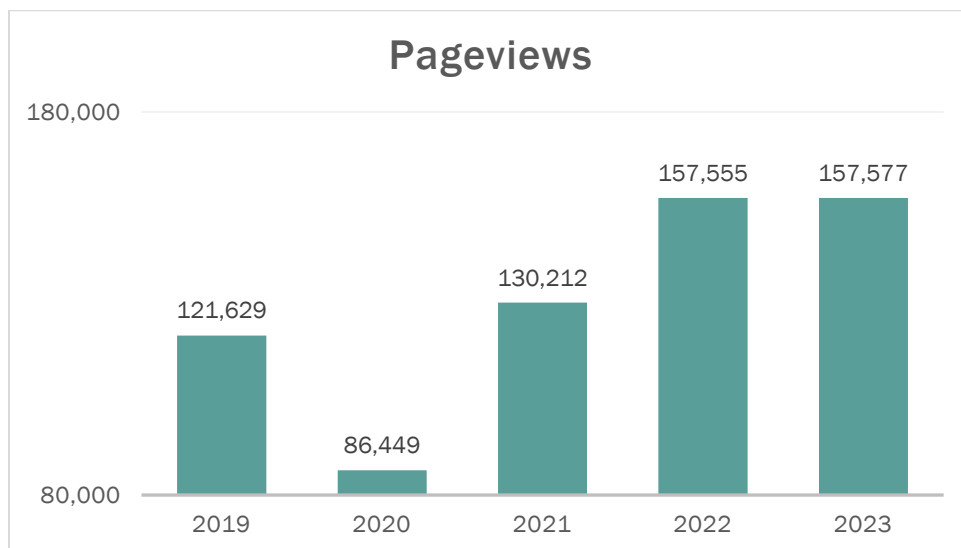
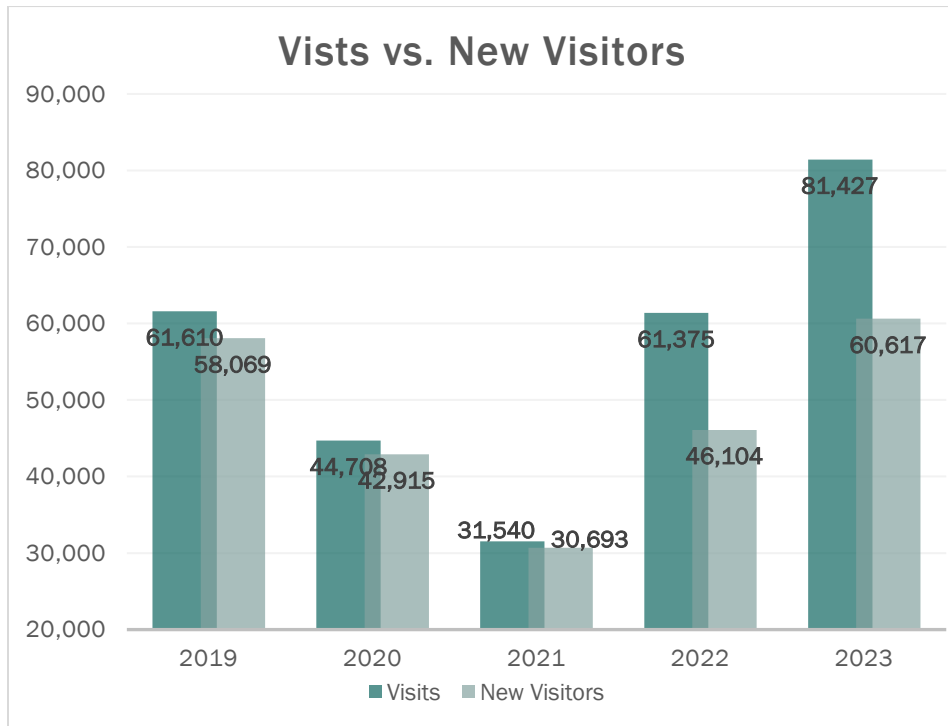
The data presented here is tracked for www.visitrolla.com using Google Analytics. VisitRolla.com serves as a popular platform for both travelers visiting the area and local residents. Notably, one of the most frequented pages on the site is the Calendar of Events. Our office diligently gathers information on all area events to enhance the website's ability to serve its visitors.

While the Calendar of Events stands out as the site's main attraction, VisitRolla.com also features sections highlighting lodging, attractions, restaurants, meeting rooms, and caterers.

In 2019, we partnered with Madden Media for Search Engine Marketing (SEM) to enhance site traffic, a collaboration that continues today.

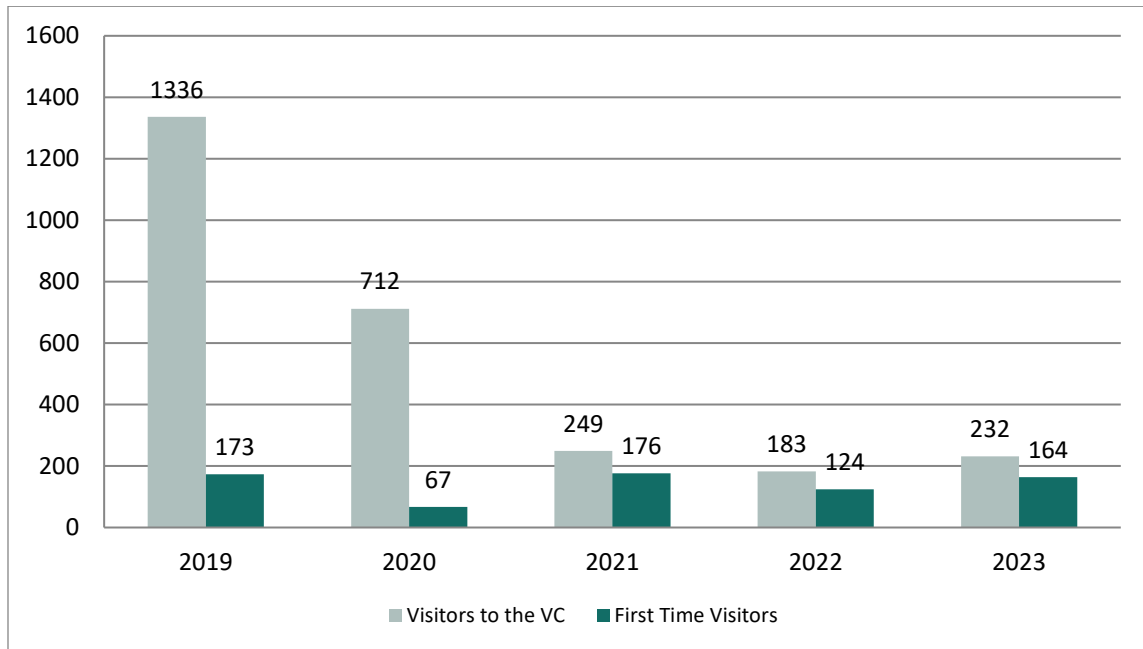
In 2023, we introduced a billboard on Hwy 63 South to boost site traffic. Additionally, during the same year, we provided local hotels with tent cards aimed at directing their guests to the website.

Our marketing initiatives continuously encourage visitors to explore our website for comprehensive information or offer direct links to the site.



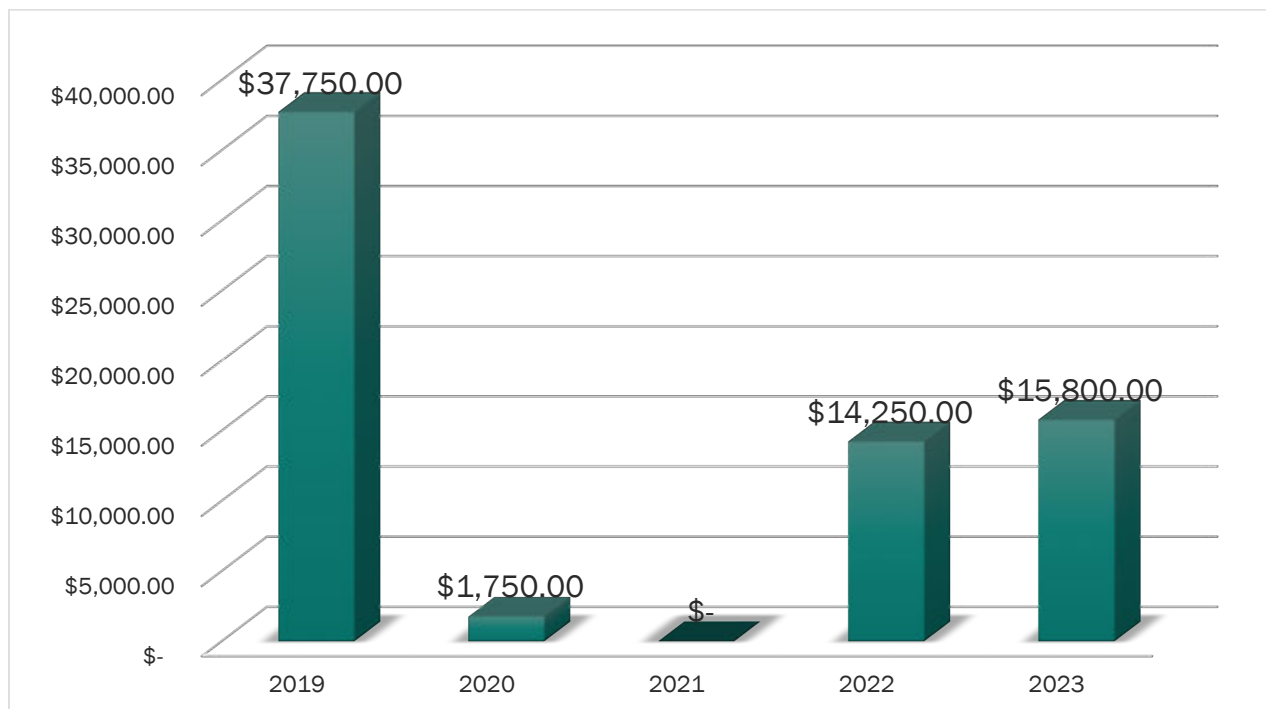
Visitor Center Performance

This data is tracked from our guest sign in sheet and a data sheet logged by our Executive Assistant.



Destination Rolla Grants

Annually, the RACC Board of Directors allocates funds for Grants aimed at enticing others to host their meetings and events in the Rolla area. However, due to decreased traffic in 2020 and 2021, no grants were awarded during those years. The grant program resumed in 2022 with several enhancements, making it more effective. In 2023, a total of \$15,800 in grants were awarded.





2024 Downtown Schedule of Events

Wednesday, March 13 - 11:30 a.m., St. Pat's Arrival

Saturday, March 16 - 11 a.m., St. Pat's Parade

Saturday, April 6 - 8 a.m. - Noon, Rolla Downtown Farmers Market - Opening Day

Saturday, April 20 - 9 a.m. - 4 p.m., *Spring Arts & Crafts Festival (Insurance Required)*

Friday, May 31 - 4 p.m., 30th *Route 66 Summerfest (Insurance Required)*

Saturday, June 1 - 9 a.m., 30th *Route 66 Summerfest (Insurance Required)*

Thursday, July 4 - 10 a.m. - Rolla Area Chamber of Commerce Independence Day Parade

Saturday, September 7 - Noon - 6 p.m. *Downtown Dishes & Drinks (Insurance Required)*

Thursday, September 26 - Rolla High School Homecoming Parade

Saturday, September 21 - 11 a.m., 15th *Annual S&T Celebration of Nations*

Saturday, October 5 - 9 a.m. - 3 p.m., 45th *Annual Arts & Crafts Festival (Insurance Required)*

Thursday, October 31 - 5 p.m. - 7 p.m., *Boo Palooza (Insurance Required)*

Saturday, November 9 - 10 am - Rolla Area Chamber of Commerce Veterans Day Parade

Saturday, November 16 - 2024 *Shop Downtown Rolla for Christmas Launches*

Friday, December 6 - 5:30 p.m. - 9 p.m. *Lichternacht "Light the Night" Sponsored by Rolla's Sister City Committee*

Saturday, December 7 - 10 a.m., Rolla Area Chamber of Commerce Christmas Parade

Saturday, December 7 - Immediately Following the Parade - *Christkindl Markt* Sponsored by Rolla's Sister City Committee

Saturday, December 14 - 2024 *Shop Downtown Rolla for Christmas Ends*

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CITY OF ROLLA
CITY COUNCIL AGENDA

Department Head: John Butz, City Administrator

Action Requested: Final Reading

Item/Subject: Ordinance to Implement Prop P (1/16th cent) Park Sales Tax

Budget Appropriation: \$325,000 +/-

Date: March 18, 2024

Rolla Voters approved the renewal of the 1/16th cent sales tax for capital improvements to the traditional park system in April 2023 with 72% approval. The original tax authorized in 2015 expired in October, 2023. Adoption of the attached ordinance will codify the tax and will provide formal notice to the Dept. of Revenue to implement the tax on July 1, 2024.

The City of Rolla's current total sales tax rate is 7.5375% which will increase to 7.6% on July 1. The City of Rolla's portion of that rate will be 2.25% (The State of Mo's portion of the total sale tax rate is 4.225%)

Recommendation: Final reading

ORDINANCE NO. _____

AN ORDINANCE REPEALING SECTION 37-23 OF THE ROLLA CITY CODE AND ENACTING A NEW SECTION 37-23 IN LIEU THEREOF IMPOSING A ONE-SIXTEENTH OF ONE PERCENT SALES TAX THROUGH SEPTEMBER 30, 2033 FOR LOCAL PARKS TO IMPROVE AND MANAGE PARKS, TRAILS, PLAYGROUNDS, PARKING LOTS, BATHROOMS, CEMETERY AND NATURAL LANDS FOR RECREATIONAL PURPOSES.

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

Section 1: That Section 37-23. 1 4 Cent Local Parks Sales Tax of the Rolla City Code is hereby repealed and a new Section 37-23 is hereby enacted to read as follows:

Sec. 37-23. Local Parks Sales Tax

(a) That effective October 1, 2015, there shall be a three-sixteenth of one percent local park sales tax for park maintenance and improvements. These funds are prohibited for support of The Centre. The sales tax shall be imposed upon all persons in the City of Rolla, Missouri, who are engaged in the business of selling tangible personal property and taxable services subject to sales tax under the provisions of Sections 644.032, 144.010 to 144.525 RSMo.

(b) That effective July 1, 2024, there shall be a one-sixteenth of one percent local park sales tax, expiring on September 30, 2033 for park improvements. These funds are prohibited for support of The Centre. The sales tax shall be imposed upon all persons in the City of Rolla, Missouri, who are engaged in the business of selling tangible personal property and taxable services subject to sales tax under the provisions of Sections 644.032, 144.010 to 144.525 RSMo.

Section 2: That the city clerk is hereby directed to forward a certified copy of this ordinance to the Director of Revenue of the State of Missouri within ten (10) days of the effective date of this ordinance together with a map of the City of Rolla that clearly shows the boundaries thereof.

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 18TH DAY OF MARCH 2024.

APPROVED:

ATTEST:

LOUIS J. MAGDITS, IV, MAYOR

LORRI POWELL, CITY CLERK

APPROVED AS TO FORM:

NATHAN NICKOLAUS, CITY COUNSELOR

Title XL ADDITIONAL EXECUTIVE DEPARTMENTS

Chapter 644

< > • Effective - 28 Aug 2004 ↓

644.032. Sales tax for purpose of storm water control or local parks or both may be imposed by any county or municipality — tax, how calculated — voter approval — ballot form — effective when — failure of tax, resubmission, when — revenue may be used for parks located outside of county or municipality, when. — 1. The governing body of any municipality or county may impose, by ordinance or order, a sales tax in an amount not to exceed one-half of one percent on all retail sales made in such municipality or county which are subject to taxation under the provisions of sections 144.010 to 144.525. The tax authorized by this section and section 644.033 shall be in addition to any and all other sales taxes allowed by law, except that no ordinance or order imposing a sales tax under the provisions of this section and section 644.033 shall be effective unless the governing body of the municipality or county submits to the voters of the municipality or county, at a municipal, county or state general, primary or special election, a proposal to authorize the governing body of the municipality or county to impose a tax, provided, that the tax authorized by this section shall not be imposed on the sales of food, as defined in section 144.014, when imposed by any county with a charter form of government and with more than one million inhabitants.

2. The ballot of submission shall contain, but need not be limited to, the following language:

Shall the municipality (county) of _____ impose a sales tax of _____ (insert amount) for the purpose of providing funding for _____ (insert either storm water control, or local parks, or storm water control and local parks) for the municipality (county)?

YES

NO

If a majority of the votes cast on the proposal by the qualified voters voting thereon are in favor of the proposal, then the ordinance or order and any amendments thereto shall be in effect on the first day of the second quarter after the director of revenue receives notice of adoption of the tax. If a majority of the votes cast by the qualified voters voting are opposed to the proposal, then the governing body of the municipality or county shall not impose the sales tax authorized in this section and section 644.033 until the governing body of the municipality or county resubmits another proposal to authorize the governing

V.A.4

body of the municipality or county to impose the sales tax authorized by this section and section 644.033 and such proposal is approved by a majority of the qualified voters voting thereon; however, in no event shall a proposal pursuant to this section and section 644.033 be submitted to the voters sooner than twelve months from the date of the last proposal pursuant to this section and section 644.033.

3. All revenue received by a municipality or county from the tax authorized under the provisions of this section and section 644.033 shall be deposited in a special trust fund and shall be used to provide funding for storm water control or for local parks, or both, within such municipality or county, provided that such revenue may be used for local parks outside such municipality or county if the municipality or county is engaged in a cooperative agreement pursuant to section 70.220.

4. Any funds in such special trust fund which are not needed for current expenditures may be invested by the governing body in accordance with applicable laws relating to the investment of other municipal or county funds.

(L. 1995 H.B. 88 § 8 subsecs. 1 to 4, A.L. 1998 H.B. 1158, A.L. 2004 H.B. 795, et al. merged with H.B. 833 merged with S.B. 1155)

---- end of effective 28 Aug 2004 ----
use this link to bookmark section 644.032

Click here for the **Reorganization Act of 1974 - or - Concurrent Resolutions Having Force & Effect of Law**

In accordance with Section 3.090, the language of statutory sections enacted during a legislative session are updated and available on this website on the effective date of such enacted statutory section.



► **Other Information**

► **Other Links**



Missouri Senate



MO.gov



Missouri House

Errors / suggestions -
WebMaster@LR.mo.gov



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CITY OF ROLLA

CITY COUNCIL AGENDA

DEPARTMENT: Dawn Bell, Community Development Director

ACTION REQUESTED: Ordinance **Final Reading**

SUBJECT: Chapter 28, Nuisances and Property Maintenance

MEETING DATE: 3/18/2024

Commentary: On October 2, 2023, the property maintenance codes were taken out of Chapter 20, Housing, and combined with Chapter 28, Nuisances. The former Chapter 28 was repealed and renamed 'Nuisances and Property Maintenance Codes' to include both. During this process, a clean-up was done to the nuisance codes to take out anything outdated and eliminate redundancy of items already included in the adopted 2018 ICC Property Maintenance Code. After the new Chapter 28 went into effect, it was discovered that there were certain nuisances that were difficult to enforce due to the 2018 ICC Property Maintenance Code being vague or silent on the issue. City staff, along with our legal counsel, did a thorough review of Chapter 28 and added a number of nuisances, along with definitions to strengthen our enforcement capability. The process to prosecute and/or abate was also clarified through this process.

At first reading there was discussion of adding an allowance of 24 hours for trash being placed at the curb for pick-up. This item has been updated and reflected in the Ordinance.

Staff is requesting a final reading of the ordinance repealing Chapter 28 and enacting a new Chapter 28 in lieu thereof, relating to nuisances and property maintenance.

Attachments: Ordinance with redline change (from 1st reading), Ordinance

ORDINANCE NO. _____

AN ORDINANCE REPEALING CHAPTER 28 OF THE GENERAL ORDINANCES OF THE CITY OF ROLLA, MISSOURI, KNOWN AS THE CODE OF THE CITY OF ROLLA, MISSOURI, AND ENACTING A NEW CHAPTER 28 IN LIEU THEREOF RELATING TO NUISANCES AND PROPERTY MAINTENANCE.

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

Section 1: That Chapter 28 of the General Ordinances of the City of Rolla, Missouri, known as the Code of the City of Rolla, Missouri is hereby repealed, and a new Chapter 28 is hereby enacted in lieu thereof as follows:

Chapter 28, Nuisances and Property Maintenance

Sec. 28-1 Definitions

For the purpose of this Chapter, the following words and terms as used herein are defined to mean the following:

JUNK

Any old iron, steel, brass, copper, tin, lead or other base metals; old cordage, ropes, rags, fibers; old rubber; old bottles or other glass; bones; wastepaper and other waste or discarded material which might be prepared to be used again in some form; and any or all of the foregoing; and motor vehicles, no longer used as such, to be used for scrap metal or stripping of parts; interior home furnishings, dilapidated or broken lawn furniture or fixtures, cut or fallen trees or shrubs;

JUNKED VEHICLE

1. Any vehicle damaged or inoperable which is parked within the City limits which is not registered or is improperly registered as defined by the State of Missouri, Department of Revenue, Division of Motor Vehicle, has been inoperable for more than seventy-two (72) hours, or is in such a state of repair as to be inoperable, except those on the premises of a duly licensed automobile repairs or sales business; or
2. Any partially dismantled, non-operative, wrecked, discarded, unlicensed, unregistered, improperly licensed, or improperly registered boat, trailer, camper trailer, or recreational vehicle; or
3. Vehicles not considered damaged or inoperable under this definition include any vehicle that is in the process of restoration that is properly secured, does not create a public health or safety hazard, and is located in the rear yard or in the side yard if covered by weather-resistant cover.

OWNER

1. The owner, occupant, corporation, firm, lessee, mortgagee, agent and all other persons having an interest in the building, structure or property where the nuisance is located; or
2. The owner as shown by the land records of the Recorder of Deeds for the appropriate county that such building, structure or property has been found to be a nuisance; or
3. If the nuisance is a junked vehicle, the owner shall also include the person(s) registered with the Missouri Department of Revenue as the owner(s), unless the City of Rolla or their duly authorized agent has knowledge of some other person who is claimed to be the owner, in which case such putative owner shall be considered the owner in addition to the registered owner.

Sec. 28-2 Maintenance, etc., of nuisances prohibited.

No person shall cause, maintain or permit, on premises owned or controlled by him or her, a nuisance, as defined by the laws of this State or by this Chapter.

Sec. 28-3 Nuisances enumerated.

The following things are hereby declared to be nuisances; provided, that such listing shall not be deemed exclusive:

- a. Shrubs, hedges and limbs of trees projecting over a sidewalk or street at a height of less than seven (7) feet.
- b. All substances or things which cause an odor disagreeable to the surrounding neighborhood.
- c. Carcasses of animals not buried, destroyed or removed within twelve (12) hours after death are prohibited.
- d. Garbage deposited otherwise than in suitable containers for removal by the city.
- e. Any solid waste containers, tree limbs, yard wastes or other solid wastes shall not be placed at the curb or alley for collection until within 24 hours of the regularly scheduled collection day.
- f. Ponds and pools of unclean water.
- g. Utilizing the exterior premises for the open storage of any junk vehicle parts, appliances, furniture (excluding garden or patio furniture intended for outdoor use), building demolition rubbish, boxed or bagged household waste, or any other similar items. For the purpose of this section, open storage shall be defined to include all storage on the premises that is not inside an enclosed building. This includes storage on porches, storage under open carports or breezeways, storage in open garages not equipped with a door, and storage inside yards or similar areas visible from the public right-of-way. This is to include but not limited to,
 1. Lumber, junk, trash or debris.
 2. Abandoned, discarded or unused objects or equipment, such as freezers, stoves.
 3. Refrigerators, cans, containers, bottles, tires or rubbish.
- h. Nuisances listed in the adopted International Property Maintenance Code.

- i. Firewood that is not neatly stacked and/or free from insect and vermin.
- j. All decayed or unwholesome food offered for sale to the public or offered to the public at no charge.
- k. All diseased animals running at large.
- l. Accumulations, wheresoever they may occur, of manure, rubbish, garbage, refuse and human and industrial, noxious or offensive waste, except the normal storage on a farm of manure for agricultural purposes.
- m. Garbage cans which are not flytight, that is, garbage cans which do not prevent the entry of flies, insects and rodents.
- n. The pollution of any well, cistern, spring, underground water, stream, lake, canal or body of water by sewage or industrial wastes, or other substances harmful to human beings.
- o. Dense smoke, noxious fumes, gas and soot, or cinders in unreasonable quantities, or the presence of any gas, vapor, fume, smoke, dust or any other toxic substance on, in or emitted from the equipment of any premises in quantities sufficient to be toxic, harmful or injurious to the health of any employee or to any premises, occupant or to any other person.
- p. Any vehicle used for septic tank cleaning which does not meet the requirements of this Chapter of the Code of Ordinances of the City of Rolla.
- q. Any vehicle used for garbage or rubbish disposal which is not equipped with a watertight metal body and provided with a tight metal cover or covers and so constructed as to prevent any of the contents from leaking, spilling, falling or blowing out of such vehicle at any time, except while being loaded, or not completely secured and covered so as to prevent offensive odors from escaping therefrom or exposing any part of the contents at any time.
- r. Any and all infestations of flies, fleas, roaches, lice, ticks, rats, mice, fly maggots, mosquito larvae and hookworm larvae.
- s. Unlicensed dumps and licensed dumps not operated or maintained in compliance with the ordinances of the City of Rolla and the Statutes of the State of Missouri.
- t. Any vehicle, junked vehicle, or junk or part thereof located on any property, street or highway which unlawfully interferes with, obstructs or tends to obstruct or renders dangerous for passage any public or private street, highway, sidewalk, stream, ditch or drainage, or harbors tall grass, weeds or other vegetation, or creates a fire hazard or affords a breeding place or nesting place for mosquitoes, flies, rodents, rats or other vermin; or any vehicle, part thereof, for seventy-two (72) hours, is a public nuisance.
- u. Any business or enterprise that causes or produces any noises, vibrations, smoke, dust, dirt, odors or gases to such an extent as to be detrimental or injurious to the comfort, peace or health of other persons, that was located and conducted within one hundred fifty (150) feet of any building used exclusively for residence purposes at the time of the location of such business or enterprise.
- v. Any putrid or unwholesome meats or fish, decayed fruits or vegetables, refuse, offal, human or animal excrement, chamber lye, or other filthy or offensive substance or thing.

- w. Any building, shed or fence or other manmade structure, which because of its condition or because of lack of doors and/or windows, is open to trespassers or to the elements.
- x. Dead trees and dead limbs of trees so located that the falling thereof would endanger the safety of persons using any public or private sidewalks in the City or endanger the safety of any pedestrian or occupant of any motor vehicle traveling upon any public street.
- y. Any building or other structure which is in such a dilapidated condition that it is unfit for human habitation or kept in such an unsanitary condition that it is a menace to the health of people residing in or in the vicinity thereof or presents a more than ordinarily dangerous fire hazard in the vicinity where it is located.
- z. All other acts, practices, conduct, business, occupation callings, trades, uses of property and all other things detrimental or certain to be detrimental to the health of the inhabitants of the City of Rolla.

Sec. 28-4 Violations

- a. Administrative Remedies.
 - 1. Notice. When the Code Official or their designee determines that a nuisance exists, they shall give notice thereof either personally or by United States mail to the owner or owners, or the owner's agents, and by posting such notice on the premises; thereupon. The notice shall state the nature of the violation, and the actions necessary to abate the nuisance, the time required for compliance, and that the owner has a right to request a hearing. If the owner does not abate the nuisance within the time required and does not request a hearing, the City may proceed to abate the nuisance at the cost of the owner. If the owner requests a hearing, such hearing shall be conducted by the Community Development Director. After hearing the evidence on both sides, the hearing officer shall issue an order determining if a nuisance exists, and if so, determine how long the owner has to abate the nuisance. If the owner fails to comply with the order, the City may abate the nuisance at the sole cost of the owner.
 - 2. For any abatement done by the City, the City Clerk shall add an administrative fee of two hundred and fifty dollars (\$250) per occurrence in addition to the cost of the abatement services.
 - 3. Tax Bill. If the owner fails to reimburse the City for its costs, the City Clerk shall cause the certified cost to be included in a special tax bill or added to the annual real estate tax bill, at the collecting official's option, for the property and the certified cost shall be collected by the City Collector or other official collecting taxes in the same manner and procedure for collecting real estate taxes. If the certified cost is not paid, the tax bill shall be considered delinquent, and the collection of the delinquent bill shall be governed by the laws governing

delinquent and back taxes. The tax bill from the date of its issuance shall be a lien on the property until paid.

- b. If the Code Official determines that a property is in violation of this Ordinance, the property owner may be issued a municipal ordinance violation citation. That citation shall provide the property owner with the date and location of the violation, the date and time of the summons to court, and the underlying allegation of the municipal ordinance violation.
 1. Citations issued by the Code Official shall be provided to the City Prosecutor, who is authorized to file such citations in the Circuit Court of Phelps County, Missouri, Municipal Division, and prosecute the resulting municipal case. In each case, the maximum sentence shall be a fine of not more than \$500 and/or a jail sentence of not more than ninety (90) days in jail.
- c. In addition to any other remedy available at law or under this Article, the City of Rolla shall have the right to file and prosecute a civil cause of action for abatement of any nuisance as defined in this Article, and upon successful prosecution of such cause of action, the City of Rolla shall have the right to be awarded and recover from any defendant to such an action the City of Rolla's legal costs incurred and reasonable attorney's fees incurred in connection with any and all such civil causes of action to abate any such nuisances, in accordance with Section 79.383, RSMo. (Cum. Supp. 1993), as amended from time to time.
 1. The remedies set forth in this section shall be considered alternatives and the City may pursue any or all such remedies.

Sec. 28-5 Liens from Abatements

If the Code official or their designee causes the nuisance to be abated by the city, the costs of the abatement and a reasonable charge for administering the abatement not less than two hundred and fifty dollars (\$250), shall be certified to the city clerk who shall cause a special tax bill therefore against the property to be prepared and collected by the Finance Director. The tax bill from the date of its issuance shall be a lien on the property until paid. If the certified cost is not paid, the tax bill shall be considered delinquent, and the collection of the delinquent bill shall be governed by the laws governing delinquent and back taxes.

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- a. All lots or parcels or portions thereof not within one hundred (100) feet of any residence or street.

- b. All undeveloped lots, parcels or right-of-way owned by the City of Rolla and dedicated for park and open space use, as bird sanctuaries, riparian corridors, detention basins, or as dedicated but undeveloped public right-of-way.
- c. Undeveloped lots which do not abut development on at least three (3) sides (Including developed streets); however, in such case, areas within five (5) feet of an abutting residential lot or within ten (10) feet of a street or within five (5) feet from a sidewalk must be maintained free from high weeds and grass.
- d. Undeveloped future phases of subdivisions that have been cleared or “brush hogged” shall be maintained in that condition until further development occurs.

Sec. 28-7 Weeds, etc., over ten inches in height declared nuisance per se.

The growth of weeds, brush or other rank vegetation in excess of ten (10) inches in height is declared to be a public nuisance, per se, detrimental to the health, safety and welfare of the public. Noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

Sec. 28-8 Notice to owner to abate weeds, etc.

The Code Official, or their designee, must provide notice to any property owner of a property on which a nuisance of weeds, brush, or other vegetation is located. Such notice may be either by mail or by posting notice on the property. Such notice must allow for not less than fifteen (15) days for the property owner to appeal the determination. If the property owner does not appeal the determination, or if the appeal is denied, the property owner must be given an additional five (5) days to correct the violation(s) before the city may abate the violation(s).

Sec. 28-9 Owner of land liable for cost of cutting weeds.

If the Code Official or their designee abates a property by the cutting and removing weeds, brush and other rank vegetation is, the costs of the abatement and a reasonable charge for administering the abatement not less than two hundred and fifty dollars (\$250), shall be certified to the City Clerk who shall cause a special tax bill therefore against the property to be prepared and collected by the Finance Director. The tax bill from the date of its issuance shall be a lien on the property until paid. If the certified cost is not paid, the tax bill shall be considered delinquent, and the collection of the delinquent bill shall be governed by the laws governing delinquent and back taxes.

Sec. 28-10 Reserved.

Sec. 28-11 2018 International Property Maintenance Code - Adopted.

That for the purpose of establishing minimum standards governing the condition and maintenance of all property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to insure that structures

are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use and the demolition of such structures; known as "International Property Maintenance Code, 2018 Edition" of the City of Rolla, Missouri, and each and all of the regulations of the International Property Maintenance Code, are hereby referred to, adopted and made a part hereof, as if fully set out at length herein.

Sec. 28-12 Amendments to adopted International Property Maintenance Code.

101.1 **Title**, City of Rolla, Missouri.

103.5 **Fees**. Delete.

106.4 **Violation Penalties**. Any person who shall violate a provision of this code or shall fail to comply therewith, or with any requirements thereof, shall be guilty of a Misdemeanor, punishable by a fine of not more than \$500.00, or by imprisonment not exceeding ninety (90) days, or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

111.1 **Applications for appeal**. Any person directly affected by a decision of the Code Official or a notice or order issues under this code shall have the right to appeal to the board of appeals, provided that a written application for appeal is filed within thirty (30) days after the day the decision, notice, or order was served. An application for appeal shall be based on the claim that the true intent of this code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this code do not fully apply, or the requirements of this code are adequately satisfied by other means.

111.2 **Membership of board**. The board of adjustment shall serve as the board of appeals.

111.2.1 – 111.2.5. **Alternate members. Chairman. Disqualification of member. Secretary. Compensation of members**. Delete

111.3 – 111.6. **Notice of meeting. Open hearing. Procedure. Postponed hearing. Board decision. Records and copies. Administration**. Delete

112.4 **Failure to comply**. \$50.00; \$500.00.

302.4 **Weeds**. Ten (10) inches (Add: Premises and exterior property specifically includes adjacent streets. The property owner is required to maintain those areas between the street pavement and the property line.)

304.14 **Insect screens**. (Year round)

602.3 **Heat supply.** (Year round)

602.4 **Occupiable work spaces.** (Year round)

Section 2: 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 18th DAY OF MARCH 2024.

APPROVED

ATTEST:

MAYOR

CITY CLERK

APPROVED AS TO FORM:

CITY COUNSELOR

Chapter 28, Nuisances and Property Maintenance

Sec. 28-1 Definitions

For the purpose of this Chapter, the following words and terms as used herein are defined to mean the following:

JUNK

Any old iron, steel, brass, copper, tin, lead or other base metals; old cordage, ropes, rags, fibers; old rubber; old bottles or other glass; bones; wastepaper and other waste or discarded material which might be prepared to be used again in some form; and any or all of the foregoing; and motor vehicles, no longer used as such, to be used for scrap metal or stripping of parts; interior home furnishings, dilapidated or broken lawn furniture or fixtures, cut or fallen trees or shrubs;

JUNKED VEHICLE

1. Any vehicle damaged or inoperable which is parked within the City limits which is not registered or is improperly registered as defined by the State of Missouri, Department of Revenue, Division of Motor Vehicle, has been inoperable for more than seventy-two (72) hours, or is in such a state of repair as to be inoperable, except those on the premises of a duly licensed automobile repairs or sales business; or
2. Any partially dismantled, non-operative, wrecked, discarded, unlicensed, unregistered, improperly licensed, or improperly registered boat, trailer, camper trailer, or recreational vehicle; or
3. Vehicles not considered damaged or inoperable under this definition include any vehicle that is in the process of restoration that is properly secured, does not create a public health or safety hazard, and is located in the rear yard or in the side yard if covered by weather-resistant cover.

OWNER

1. The owner, occupant, corporation, firm, lessee, mortgagee, agent and all other persons having an interest in the building, structure or property where the nuisance is located; or
2. The owner as shown by the land records of the Recorder of Deeds for the appropriate county that such building, structure or property has been found to be a nuisance; or
3. If the nuisance is a junked vehicle, the owner shall also include the person(s) registered with the Missouri Department of Revenue as the owner(s), unless the City of Rolla or their duly authorized agent has knowledge of some other person who is claimed to be the owner, in which case such putative owner shall be considered the owner in addition to the registered owner.

Sec. 28-2 Maintenance, etc., of nuisances prohibited.

No person shall cause, maintain or permit, on premises owned or controlled by him or her, a nuisance, as defined by the laws of this State or by this Chapter.

Sec. 28-3 Nuisances enumerated.

The following things are hereby declared to be nuisances; provided, that such listing shall not be deemed exclusive:

- a. Shrubs, hedges and limbs of trees projecting over a sidewalk or street at a height of less than seven (7) feet.
- b. All substances or things which cause an odor disagreeable to the surrounding neighborhood.
- c. Carcasses of animals not buried, destroyed or removed within twelve (12) hours after death are prohibited.
- d. Garbage deposited otherwise than in suitable containers for removal by the city.
- e. Any solid waste containers, tree limbs, yard wastes or other solid wastes shall not be placed at the curb or alley for collection **until within 24 hours** of the regularly scheduled collection day.
- f. Ponds and pools of unclean water.
- g. Utilizing the exterior premises for the open storage of any junk vehicle parts, appliances, furniture (excluding garden or patio furniture intended for outdoor use), building demolition rubbish, boxed or bagged household waste, or any other similar items. For the purpose of this section, open storage shall be defined to include all storage on the premises that is not inside an enclosed building. This includes storage on porches, storage under open carports or breezeways, storage in open garages not equipped with a door, and storage inside yards or similar areas visible from the public right-of-way. This is to include but not limited to,
 1. Lumber, junk, trash or debris.
 2. Abandoned, discarded or unused objects or equipment, such as freezers, stoves.
 3. Refrigerators, cans, containers, bottles, tires or rubbish.
- h. Nuisances listed in the adopted International Property Maintenance Code.
- i. Firewood that is not neatly stacked and/or free from insect and vermin.
- j. All decayed or unwholesome food offered for sale to the public or offered to the public at no charge.
- k. All diseased animals running at large.
- l. Accumulations, wheresoever they may occur, of manure, rubbish, garbage, refuse and human and industrial, noxious or offensive waste, except the normal storage on a farm of manure for agricultural purposes.
- m. Garbage cans which are not flytight, that is, garbage cans which do not prevent the entry of flies, insects and rodents.

- n. The pollution of any well, cistern, spring, underground water, stream, lake, canal or body of water by sewage or industrial wastes, or other substances harmful to human beings.
- o. Dense smoke, noxious fumes, gas and soot, or cinders in unreasonable quantities, or the presence of any gas, vapor, fume, smoke, dust or any other toxic substance on, in or emitted from the equipment of any premises in quantities sufficient to be toxic, harmful or injurious to the health of any employee or to any premises, occupant or to any other person.
- p. Any vehicle used for septic tank cleaning which does not meet the requirements of this Chapter of the Code of Ordinances of the City of Rolla.
- q. Any vehicle used for garbage or rubbish disposal which is not equipped with a watertight metal body and provided with a tight metal cover or covers and so constructed as to prevent any of the contents from leaking, spilling, falling or blowing out of such vehicle at any time, except while being loaded, or not completely secured and covered so as to prevent offensive odors from escaping therefrom or exposing any part of the contents at any time.
- r. Any and all infestations of flies, fleas, roaches, lice, ticks, rats, mice, fly maggots, mosquito larvae and hookworm larvae.
- s. Unlicensed dumps and licensed dumps not operated or maintained in compliance with the ordinances of the City of Rolla and the Statutes of the State of Missouri.
- t. Any vehicle, junked vehicle, or junk or part thereof located on any property, street or highway which unlawfully interferes with, obstructs or tends to obstruct or renders dangerous for passage any public or private street, highway, sidewalk, stream, ditch or drainage, or harbors tall grass, weeds or other vegetation, or creates a fire hazard or affords a breeding place or nesting place for mosquitoes, flies, rodents, rats or other vermin; or any vehicle, part thereof, for seventy-two (72) hours, is a public nuisance.
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- y. Any building or other structure which is in such a dilapidated condition that it is unfit for human habitation or kept in such an unsanitary condition that it is a menace to the

health of people residing in or in the vicinity thereof or presents a more than ordinarily dangerous fire hazard in the vicinity where it is located.

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case, the maximum sentence shall be a fine of not more than \$500 and/or a jail sentence of not more than ninety (90) days in jail.

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304.14 Insect screens. (Year round)

602.3 Heat supply. (Year round)

602.4 Occupiable work spaces. (Year round)

**CITY OF ROLLA
CITY COUNCIL AGENDA**

DEPARTMENT HEAD: Darin Pryor

ACTION REQUESTED: Ordinance

Final Reading

ITEM/SUBJECT: Project #572 – FY 2024 Pine Street Asphalt Improvements

BUDGET APPROPRIATION: \$750,000

DATE: 03/18/24

(Pine Street - \$185K)

COMMENTARY:

City staff received bids for the FY 2024 Pine Street Asphalt Improvements project. The bids were as follows:

Pierce Asphalt, LLC PO Box 1264 Rolla, MO 65402	\$177,177.90
MoSeal, LLC 2416 N. Bluff Street Fulton, MO 65251	\$216,694.00
Capital Paving & Construction 117 Commerce Dr. Jefferson City, MO 65109	\$204,123.65
N.B. West Contracting Company 18637 US Highway 66 Pacific, MO 63069	\$212,048.90

This phase will overlay Pine Street from 12th to Bishop after the replacement of the curb and gutters.

Staff is requesting the final reading of the ordinance authorizing the Mayor to enter into the contract with Pierce Asphalt LLC for \$177,177.90.

ITEM NO. III.C.1

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A CERTAIN AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI AND PIERCE ASPHALT LLC.

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

Section 1: That the Mayor of the City of Rolla, Missouri be and is hereby authorized and directed to execute on behalf of the City of Rolla, Missouri an agreement between the City of Rolla and Pierce Asphalt, LLC., a copy of said agreement being attached hereto and marked Exhibit "A".

Section 2: This ordinance will 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 18TH DAY OF MARCH 2024.

APPROVED:

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY COUNSELOR

EXHIBIT A

CONTRACT AGREEMENT

THIS AGREEMENT, made and entered into this _____ Day of _____ by and between the City of Rolla, Missouri, Party of the First Part and hereinafter called Owner, and Pierce Asphalt LLC Party of the second Part and hereinafter called the Contractor.

WITNESSETH:

THAT WHEREAS, the Owner has caused to be prepared, in accordance with law, specifications, plans, and other Contract Documents for the work herein described, and has approved and adopted said documents, and has caused to be published and advertised for and in connection with the construction of: **FY 2024 Pine Street Asphalt Improvements, PROJECT 572**, in complete accord with the Contract Documents and the said plans and specifications; and

WHEREAS, the said Contractor, in response to such advertisement, has submitted to the Owner, in the manner and at the time specified, a sealed proposal in accordance with the terms of said advertisement; and

WHEREAS, the Owner, in the manner prescribed by law, has publicly opened, examined and canvassed the proposals submitted in response to the published invitation therefore, and as a result of such canvass has determined and declared the aforesaid Contractor to be lowest and best bidder for the said work and has duly awarded to the said Contractor a contract therefore, for the sum or sums named in the Contractor's proposal, a copy thereof being attached to and made a part of this contract.

NOW THEREFORE, in consideration of the compensation to be paid to the Contractor and of the mutual agreement herein contained, the parties to these presents have agreed and hereby agree, the Owner for itself and its successors, and the Contractor for itself, himself, or themselves, or its, his or their successors and assigns, or its, his, or their executors and administrators, as follows:

ARTICLE I. That the Contractor shall (a) furnish all tools, equipment, supplies, superintendent, transportation, and other construction accessories, services and facilities; (b) furnish all materials, supplies, and equipment specified and required to be incorporated in, and form a permanent part of the completed work except the items specified to be furnished by the Owner; (c) provide and perform all necessary labor, and (d) in a good, substantial, and workmanlike manner, and in accordance with the provisions of the General Conditions and the Special Conditions of the Contract, which are attached hereto and made a part hereof, and in conformity with the Contract Plans and Specifications designated and identified therein, execute, construct, and complete all work included in, and covered by the Owner's official award of this Contract to the said Contractor, such award being based on the acceptance by the Owner of the Contractor's proposal, for the construction of **FY 2024 Pine Street Asphalt Improvements, PROJECT 572**.

EXHIBIT A

It is further stipulated that not less than the prevailing hourly rate of wages as found by the Department of Labor and Industrial Relations of the State of Missouri, or determined by the Court of Appeal shall be paid to all workers performing work under this Contract.

ARTICLE II. Contractor acknowledges that Section 285.530, R.S.Mo, prohibits any business entity or employer from knowingly employing, hiring for employment, or continuing to employ an unauthorized alien to perform work within the State of Missouri. Contractor therefore covenants that it is not knowingly in violation of Subsection 1 of Section 285.530, R.S.Mo, and that it will not knowingly employ, hire for employment, or continue to employ any unauthorized aliens to perform work on the Project, and that its employees are lawfully eligible to work in the United States.

ARTICLE III. Occupational Safety and Health Administration (OSHA)

Safety Training:

- a. Contractor shall provide a ten (10) hour Occupational Safety and Health Administration (OSHA) construction safety program for all employees who will be on-site at the project. The construction safety program shall include a course in construction safety and health that is approved by OSHA or a similar program approved by the Missouri Department of Labor and Industrial Relations which is at least as stringent as an approved OSHA program as required by Section 292.675, R.S.Mo.
- b. Contractor shall require its on-site employees to complete a construction safety program within sixty (60) days after the date work on the project commences.
- c. Contractor acknowledges and agrees that any of Contractor's employees found on the project site without the documentation of the successful completion of a construction safety program shall be required to produce such documentation within twenty (20) days, or will be subject to removal from the project.
- d. Contractor shall require all of its subcontractors to comply with the requirements of this Section and Section 292.675, R.S.Mo.

Notice of Penalties for Failure to Provide Safety Training

- a. Pursuant to Section 292.675, R.S.Mo, Contractor shall forfeit to City as a penalty two thousand five hundred dollars (\$2,500.00), plus one hundred dollars (\$100.00) for each on-site employee employed by Contractor or its Subcontractor, for each calendar day, or portion thereof, such on-site employee is employed without the construction safety training required in Safety Training section of Article III above.
- b. The penalty described in above subsection A of this section shall not begin to accrue until the time periods described in Sections B and C Safety Training of Article III above have elapsed.
- c. Violations of Article III – Safety Training above and imposition of the penalty described in this Section shall be investigated and determined by the Missouri Department of Labor and Industrial Relations.

ARTICLE IV. That the Contractor shall construct and complete the work designated and described in the foregoing proposal and attached specifications in accordance with the Notice to Bidders, Instruction to Bidders, Proposal, Bond, General Conditions, Special Conditions, Technical Specifications, Drawings, Addenda, and other component parts of the Contract

EXHIBIT A

Documents hereto attached, all of which documents from the Contract and are as fully a part hereto as if repeated verbatim herein.

ARTICLE V. That the Owner shall pay to the Contractor for the performance of the work described as follows: Complete construction of the improvements in accordance with plans and specifications; and the Contractor will accept as full compensation therefore, the sum (subject to adjustment as provided by the Contract) of \$177,177.90 for All work covered by and included in the contract award and designated in the foregoing Article I. Payment therefore shall be made in the manner provided in the General Conditions attached hereto.

ARTICLE VI. That the Contractor shall begin assembly of materials and equipment within ten (10) days after receipt from the Owner of executed copies of the Contract.

Liquidated Damages - Should the contractor fail to complete the work on or before the completion date specified the contractor will be charged liquidated damages in the amount of \$500.00 per calendar day for each full calendar day that the work is not fully completed. Liquidated damages will not be charged for weekends and holidays.

ARTICLE VII. Before the final payment can be made to the Contractor on the project, the Contractor must complete and return the Affidavit Compliance with the Prevailing Wage Law form furnished at the end of the Special Conditions section.

ARTICLE VIII. Before the final payment can be made on the project to the Contractor, the Contractor must complete and return the Contractor's Affidavit Regarding Settlement of Claims form furnished at the end of the Special Conditions section.

ARTICLE IX. This Contract will not be binding and effective until confirmed by the Owner.

EXHIBIT A

IN WITNESS-WHEREOF: The parties have executed this Contract as of the day and year first above written.

CITY OF ROLLA, MISSOURI

CONTRACTOR

BY _____
Mayor, Owner, Party of the First Part

BY _____

Printed Name

Printed Name/Title

STATE OF MISSOURI)
SS)
County of Phelps)

On this _____ day of _____ before me appeared _____ ,
to me personally known, who, being by me duly sworn, did say that he is the Mayor of the City
of Rolla, Missouri, a municipal corporation, and the seal affixed to said instrument is the
corporate seal of said municipal corporation and that said instrument is the corporate seal of said
municipal corporation and that said instrument was signed under authority of the City Council of
of the City of Rolla, Missouri; and the said _____ Acknowledged
said instrument to be the free act and deed of said municipal corporation.

My commission expires: _____

Notary Public

STATE OF MISSOURI)
SS)
County of Phelps)

On this _____ day of _____ before me appeared _____ ,
to me personally known, who, being by me duly sworn, did say that (s)he is the _____
of _____
and that the seal affixed to said instrument is the corporate seal of said corporation by authority
of its board of directors; and the said _____ acknowledged said
instrument to be the free act and deed of said corporation.

My commission expires: _____

Notary Public

**CITY OF ROLLA
CITY COUNCIL AGENDA**

DEPARTMENT HEAD: Darin Pryor

ACTION REQUESTED: Ordinance Final Reading

ITEM/SUBJECT: Project #576 – FY 2024 Phase II Asphalt Improvements

**BUDGET APPROPRIATION: \$750,000 DATE: 03/18/24
(Phase II - \$200K)**

COMMENTARY:

City staff received bids for the FY 2024 Phase II Asphalt Improvements project. The bids were as follows:

Pierce Asphalt, LLC PO Box 1264 Rolla, MO 65402	\$214,599.16
MoSeal, LLC 2416 N. Bluff Street Fulton, MO 65251	\$289,553.00
Capital Paving & Construction 117 Commerce Dr. Jefferson City, MO 65109	\$235,531.50
N.B. West Contracting Company 18637 US Highway 66 Pacific, MO 63069	\$295,227.10

A map of the proposed overlays is included in the packet.

Staff is requesting final reading of the ordinance authorizing the Mayor to enter into the contract with Pierce Asphalt LLC for \$214,599.16.

ITEM NO. III.D.1

ORDINANCE NO.

AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A CERTAIN AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI AND PIERCE ASPHALT LLC.

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

Section 1: That the Mayor of the City of Rolla, Missouri be and is hereby authorized and directed to execute on behalf of the City of Rolla, Missouri an agreement for Project 576 between the City of Rolla and Pierce Asphalt, LLC., a copy of said agreement being attached hereto and marked Exhibit "A".

Section 2: This ordinance will 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 18TH DAY OF MARCH 2024.

APPROVED:

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY COUNSELOR

EXHIBIT A

CONTRACT AGREEMENT

THIS AGREEMENT, made and entered into this _____ Day of _____ by and between the City of Rolla, Missouri, Party of the First Part and hereinafter called Owner, and _____ **Pierce Asphalt LLC** _____ Party of the second Part and hereinafter called the Contractor.

WITNESSETH:

THAT WHEREAS, the Owner has caused to be prepared, in accordance with law, specifications, plans, and other Contract Documents for the work herein described, and has approved and adopted said documents, and has caused to be published and advertised for and in connection with the construction of: **FY 2024 Phase II Asphalt Improvements, PROJECT 576**, in complete accord with the Contract Documents and the said plans and specifications; and

WHEREAS, the said Contractor, in response to such advertisement, has submitted to the Owner, in the manner and at the time specified, a sealed proposal in accordance with the terms of said advertisement; and

WHEREAS, the Owner, in the manner prescribed by law, has publicly opened, examined and canvassed the proposals submitted in response to the published invitation therefore, and as a result of such canvass has determined and declared the aforesaid Contractor to be lowest and best bidder for the said work and has duly awarded to the said Contractor a contract therefore, for the sum or sums named in the Contractor's proposal, a copy thereof being attached to and made a part of this contract.

NOW THEREFORE, in consideration of the compensation to be paid to the Contractor and of the mutual agreement herein contained, the parties to these presents have agreed and hereby agree, the Owner for itself and its successors, and the Contractor for itself, himself, or themselves, or its, his or their successors and assigns, or its, his, or their executors and administrators, as follows:

ARTICLE I. That the Contractor shall (a) furnish all tools, equipment, supplies, superintendent, transportation, and other construction accessories, services and facilities; (b) furnish all materials, supplies, and equipment specified and required to be incorporated in, and form a permanent part of the completed work except the items specified to be furnished by the Owner; (c) provide and perform all necessary labor, and (d) in a good, substantial, and workmanlike manner, and in accordance with the provisions of the General Conditions and the Special Conditions of the Contract, which are attached hereto and made a part hereof, and in conformity with the Contract Plans and Specifications designated and identified therein, execute, construct, and complete all work included in, and covered by the Owner's official award of this Contract to the said Contractor, such award being based on the acceptance by the Owner of the Contractor's proposal, for the construction of **FY 2024 Phase II Asphalt Improvements, PROJECT 576**.

EXHIBIT A

It is further stipulated that not less than the prevailing hourly rate of wages as found by the Department of Labor and Industrial Relations of the State of Missouri, or determined by the Court of Appeal shall be paid to all workers performing work under this Contract.

ARTICLE II. Contractor acknowledges that Section 285.530, R.S.Mo, prohibits any business entity or employer from knowingly employing, hiring for employment, or continuing to employ an unauthorized alien to perform work within the State of Missouri. Contractor therefore covenants that it is not knowingly in violation of Subsection 1 of Section 285.530, R.S.Mo, and that it will not knowingly employ, hire for employment, or continue to employ any unauthorized aliens to perform work on the Project, and that its employees are lawfully eligible to work in the United States.

ARTICLE III. Occupational Safety and Health Administration (OSHA)

Safety Training:

- a. Contractor shall provide a ten (10) hour Occupational Safety and Health Administration (OSHA) construction safety program for all employees who will be on-site at the project. The construction safety program shall include a course in construction safety and health that is approved by OSHA or a similar program approved by the Missouri Department of Labor and Industrial Relations which is at least as stringent as an approved OSHA program as required by Section 292.675, R.S.Mo.
- b. Contractor shall require its on-site employees to complete a construction safety program within sixty (60) days after the date work on the project commences.
- c. Contractor acknowledges and agrees that any of Contractor's employees found on the project site without the documentation of the successful completion of a construction safety program shall be required to produce such documentation within twenty (20) days, or will be subject to removal from the project.
- d. Contractor shall require all of its subcontractors to comply with the requirements of this Section and Section 292.675, R.S.Mo.

Notice of Penalties for Failure to Provide Safety Training

- a. Pursuant to Section 292.675, R.S.Mo, Contractor shall forfeit to City as a penalty two thousand five hundred dollars (\$2,500.00), plus one hundred dollars (\$100.00) for each on-site employee employed by Contractor or its Subcontractor, for each calendar day, or portion thereof, such on-site employee is employed without the construction safety training required in Safety Training section of Article III above.
- b. The penalty described in above subsection A of this section shall not begin to accrue until the time periods described in Sections B and C Safety Training of Article III above have elapsed.
- c. Violations of Article III – Safety Training above and imposition of the penalty described in this Section shall be investigated and determined by the Missouri Department of Labor and Industrial Relations.

ARTICLE IV. That the Contractor shall construct and complete the work designated and described in the foregoing proposal and attached specifications in accordance with the Notice to Bidders, Instruction to Bidders, Proposal, Bond, General Conditions, Special Conditions, Technical Specifications, Drawings, Addenda, and other component parts of the Contract

EXHIBIT A

Documents hereto attached, all of which documents from the Contract and are as fully a part hereto as if repeated verbatim herein.

ARTICLE V. That the Owner shall pay to the Contractor for the performance of the work described as follows: Complete construction of the improvements in accordance with plans and specifications; and the Contractor will accept as full compensation therefore, the sum (subject to adjustment as provided by the Contract) of \$214,599.16 for All work covered by and included in the contract award and designated in the foregoing Article I. Payment therefore shall be made in the manner provided in the General Conditions attached hereto.

ARTICLE VI. That the Contractor shall begin assembly of materials and equipment within ten (10) days after receipt from the Owner of executed copies of the Contract.

Liquidated Damages - Should the contractor fail to complete the work on or before the completion date specified the contractor will be charged liquidated damages in the amount of \$500.00 per calendar day for each full calendar day that the work is not fully completed. Liquidated damages will not be charged for weekends and holidays.

ARTICLE VII. Before the final payment can be made to the Contractor on the project, the Contractor must complete and return the Affidavit Compliance with the Prevailing Wage Law form furnished at the end of the Special Conditions section.

ARTICLE VIII. Before the final payment can be made on the project to the Contractor, the Contractor must complete and return the Contractor's Affidavit Regarding Settlement of Claims form furnished at the end of the Special Conditions section.

ARTICLE IX. This Contract will not be binding and effective until confirmed by the Owner.

EXHIBIT A

IN WITNESS-WHEREOF: The parties have executed this Contract as of the day and year first above written.

CITY OF ROLLA, MISSOURI

CONTRACTOR

BY _____
Mayor, Owner, Party of the First Part

BY _____

Printed Name

Printed Name/Title

STATE OF MISSOURI)
SS)
County of Phelps)

On this _____ day of _____ before me appeared _____ ,
to me personally known, who, being by me duly sworn, did say that he is the Mayor of the City
of Rolla, Missouri, a municipal corporation, and the seal affixed to said instrument is the
corporate seal of said municipal corporation and that said instrument is the corporate seal of said
municipal corporation and that said instrument was signed under authority of the City Council of
of the City of Rolla, Missouri; and the said _____ Acknowledged
said instrument to be the free act and deed of said municipal corporation.

My commission expires: _____

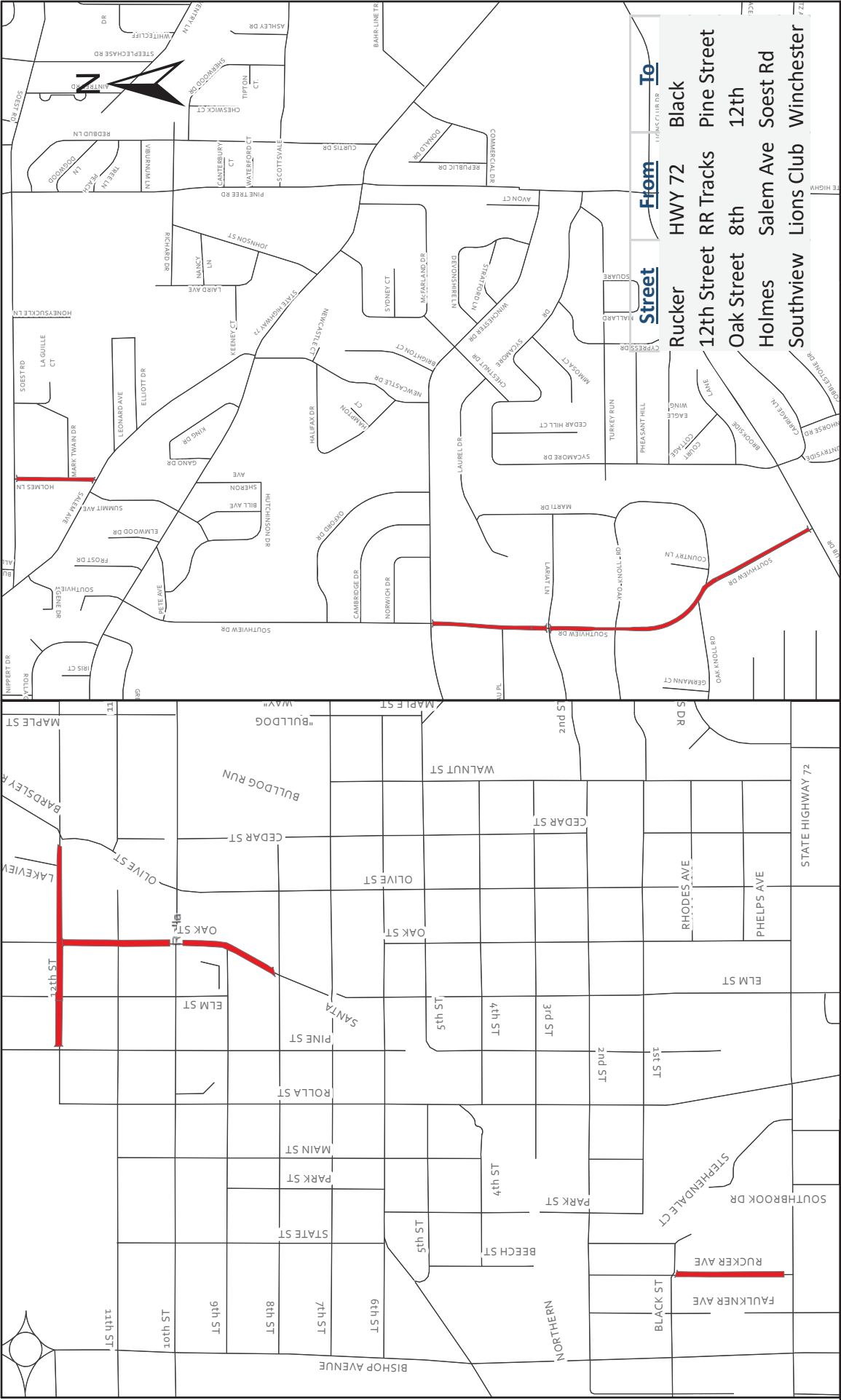
Notary Public

STATE OF MISSOURI)
SS)
County of Phelps)

On this _____ day of _____ before me appeared _____ ,
to me personally known, who, being by me duly sworn, did say that (s)he is the _____
of _____
and that the seal affixed to said instrument is the corporate seal of said corporation by authority
of its board of directors; and the said _____ acknowledged said
instrument to be the free act and deed of said corporation.

My commission expires: _____

Notary Public



Street	From	To
Rucker	HWY 72	Black
12th Street	RR Tracks	Pine Street
Oak Street	8th	12th
Holmes	Salem Ave	Soest Rd
Southview	Lions Club	Winchester

Asphalt Phase II 2024

Quantities
 1639 TONS
 1.4 MILES

Legend

- Right-of-Way
- Phase II



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CITY OF ROLLA

CITY COUNCIL AGENDA

DEPARTMENT HEAD: Darin Pryor

ACTION REQUESTED: Motion

ITEM/SUBJECT: Request by S&T-Interfraternity Council-Sept. 2024 Greek Week Games

BUDGET APPROPRIATION: NA

DATE: March 16, 2024

COMMENTARY:

The S&T IFC is again requesting use of the Rolla National Airport Extravaganza site for their Greek Week games on September 7th and 14th. The event has taken place for at least 19 years and cooperation has generally been very good. The request includes approval of beer sales, which requires a State license, insurance, security, and bus transportation for all participants with the exception of event organizers.

Recommendation: Motion to approve use of RNA fields for Greek Week Games in September 2024 with beer sales.

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**CITY OF ROLLA
CITY COUNCIL AGENDA**

DEPARTMENT: Dawn Bell,

Community Development Director

ACTION REQUESTED: Ordinance 1st reading

SUBJECT: Contract for Comprehensive Plan

Budget Appropriation: \$150,605

MEETING DATE: 3/18/2024

Commentary: The City of Rolla requested and received RFP's (Request for Proposals) for a new Comprehensive Plan for the City of Rolla.

The previous comprehensive plan was completed in 1996, with an update performed in 2005. A comprehensive plan should serve as a guiding vision for the city over the next ten to twenty years. The plan is intended to be a solid foundation for current planning and to serve as the primary policy guide for transportation, sustainability, community infrastructure, and zoning, subdivision and development decision-making within Rolla. The Comprehensive Plan will also serve as a necessary first step and guideline for land use planning and capital improvement planning.

On February 20, 2024, City Council authorized staff to draft a contract with H3 Studio for the comprehensive plan.

Staff is requesting first reading of an ordinance authorizing an agreement with H3 Studios, Inc for a new comprehensive plan.

Attachments: Contract, Project Timeline, Ordinance

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI A CONTRACT AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI AND H3 STUDIO, INC

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

Section 1: That the Mayor of the City of Rolla, Missouri be and is hereby authorized and directed to execute on behalf of the City of Rolla, Missouri an agreement between the City of Rolla and H3 Studio, Inc., a copy of said agreement being attached hereto and marked Exhibit "A".

Section 2: This ordinance will 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 1ST DAY OF APRIL 2024.

APPROVED:

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY COUNSELOR

PROFESSIONAL SERVICES AGREEMENT

to develop

THE ROLLA COMPREHENSIVE PLAN UPDATE

for

THE CITY OF ROLLA, MISSOURI

April 1, 2024

PROFESSIONAL SERVICES AGREEMENT

between the

CITY OF ROLLA, MISSOURI

and

H3 STUDIO, INC.

This PROFESSIONAL SERVICES AGREEMENT (“Agreement” or “Contract”) is made this 1st day of April, 2024, by and between the CITY OF ROLLA, MISSOURI, a Municipal Corporation in the County of Phelps (“Client”) and H3 STUDIO INC., a Missouri Corporation in the County of St. Louis City, (Federal ID No. 43-1864805) (“H3 Studio” and/or “Consultant”; together the “parties”).

As provided in this Contract on behalf of the Client, the Consultant will provide professional services necessary for the creation of a Comprehensive Plan Update (“the Project”).

The Client and Consultant, for mutual consideration, the sufficiency of which is acknowledged, and under the terms and conditions hereinafter set forth, do agree as follows:

SECTION 1. SCOPE OF SERVICES TO BE PERFORMED

Upon request of the Client, the Consultant agrees to provide professional planning and other services required to develop a substantial update to the City of Rolla’s Comprehensive Plan. The services provided by the Consultant under this contract shall consist of only those matters detailed in this contract or requested in writing by and through Dawn Bell; Community Development Director, acting on behalf of the Client as the Client Representative.

H3 Studio Inc. will provide the “Basic Services” described in the attached SCHEDULE I: SCOPE OF PROFESSIONAL SERVICES. Each Phase will be approved and accepted by the Client Representative, in writing, upon completion of such Task Groups. The Basic Services authorized by the Client shall be paid for by Client as provided below.

SECTION 2. PROJECT MANAGEMENT AND SCHEDULE

The services of the consultant are to commence two (2) weeks after receipt of the signed contract and/or after the provision of all City GIS data for the creation of base maps, whichever is later, and shall be for the duration of the project, based upon the project schedule to be developed by

mutual consent. The actual and agreed upon detailed project schedule will be confirmed by the Client Representative at the Client / Project Team Kick-off Meeting.

The term of the Contract shall be eighteen (18) months, or upon completion of Basic Services described in the attached SCHEDULE I: SCOPE OF PROFESSIONAL SERVICES, whichever is first. The project shall be deemed complete when the Client has accepted all work products and has paid in full the Consultant's final invoice. Extensions to this Contract may be provided by mutual written consent of the parties.

SECTION 3. COMPENSATION

(a) The work outlined in the SCHEDULE I: SCOPE OF PROFESSIONAL SERVICES will be completed for the total fee of \$ 150,605.00 (One hundred fifty thousand, six hundred and five Dollars and no Cents) for Labor and Direct Expenses.

(b) For the work outlined in the SCHEDULE I: SCOPE OF PROFESSIONAL SERVICES, including any work approved for subcontracting, the Client will pay, and the Consultant agrees to accept payments on a monthly basis upon submittal of necessary and approved invoices by the Client Representative.

(c) Work products and deliverables prepared according to SCHEDULE I: SCOPE OF PROFESSIONAL SERVICES shall be provided to the Client in electronic format (*.pdf and *.docx, or another appropriate file format).

(d) "Direct Expenses" shall include actual expenditures made by H3 Studio Inc. and sub-consultants for items required by the work outlined in SCHEDULE I: SCOPE OF PROFESSIONAL SERVICES. Additional Direct Expenses may only be incurred subject to the prior written approval of the Client for items such as the following:

(i) Printing, plotting, and copying of drawings, reports, and other documents prepared in connection with the services of H3 Studio Inc. under this Contract beyond that which is contained in SCHEDULE I: SCOPE OF PROFESSIONAL SERVICES;

(ii) Travel, and related expenses incurred to execute the services of H3 Studio under this Contract, in addition to those specified in SCHEDULE I: SCOPE OF PROFESSIONAL SERVICES and/or as listed in SCHEDULE II: FEE SCHEDULE, as approved in advance by the Client;

(iii) Commercially purchased photographic products required in order to complete the project, in addition to those specified in SCHEDULE I: SCOPE OF PROFESSIONAL SERVICES and/or as approved in advance by the Client;

(iv) Additional renderings and/or models in addition to those specified in SCHEDULE I: SCOPE OF PROFESSIONAL SERVICES, as approved in advance by the Client;

(v) Special models, perspectives, or other promotional materials in addition to those specified SCHEDULE I: SCOPE OF PROFESSIONAL SERVICES, as approved in advance by the Client; and

(vi) Fees and expenses of special consultants in addition to those specified in SCHEDULE I: SCOPE OF PROFESSIONAL SERVICES and/or listed in SCHEDULE II: FEE SCHEDULE, as approved in advance by the Client.

SECTION 4. METHOD OF PAYMENT

(a) Invoices shall be submitted by H3 Studio based upon Phase of work completed, or portion of Phase of work completed, as detailed in SCHEDULE II: FEE SCHEDULE. H3 Studio shall submit no more than one (1) invoice per calendar month.

(b) Client shall notify H3 Studio Inc., in writing, of any and all objections, if any, to an invoice within ten (10) days of receipt of the date of invoice. Otherwise, the Client shall deem the invoice proper and acceptable. Amounts indicated on invoices are due and payable within thirty (30) days of receipt.

(c) Following completion of all contracted services, H3 Studio shall submit a final invoice for all remaining fees, as detailed in SCHEDULE II: FEE SCHEDULE, not yet invoiced. The final invoice shall be clearly marked “FINAL INVOICE”.

SECTION 5. CLIENT’S RESPONSIBILITY

(a) The Client agrees to provide full, reliable information regarding the requirements for the Project and, at its expense, shall furnish the information, surveys, and reports, as necessary.

(b) The Client agrees to provide, at its expense and in a timely manner, the cooperation of its personnel and such additional information with respect to the Project as may be required from time to time, to be provided by the Client for the performance of H3 Studio’s work.

(c) The Client agrees to arrange all necessary client, task force, stakeholder and community meetings and venues as detailed in SCHEDULE I: SCOPE OF PROFESSIONAL SERVICES, and complete all necessary duplication of documents and other materials for client, stakeholder, and community meetings as well as all reports and other materials necessary for the project beyond that which is stipulated in SCHEDULE I: SCOPE OF PROFESSIONAL SERVICES.

SECTION 6. TERMINATION

Either Client or H3 Studio Inc. may terminate this Contract by giving written notice at least thirty (30) days prior to the date of termination. In the event of such termination, unless for cause, the Client shall pay H3 Studio Inc. for Labor, Direct Expenses, and any Additional Direct

Expenses approved by the Client performed or incurred prior to the termination. No party shall have a claim of damages for loss of profit in the event of termination hereunder. Neither party shall be relieved of liability for damages sustained as a result of breach of this Contract. The right to terminate hereunder shall be in addition to and without prejudice to any other right or remedy.

SECTION 7. DISPUTE RESOLUTION

The parties of this Contract support and shall use alternative dispute resolution as the preferred method for resolving conflicts arising in connection with this Contract in accordance with the parameters set forth in this paragraph. The parties hereto agree that any and all claims, controversies or disputes arising from or related to this Contract, including, but not limited to those claims, controversies or disputes pertaining to the formation, construction, performance, applicability, interpretation, enforceability or breach of this Contract or any assertion that all or part of this Contract is void or voidable, shall be submitted to mediation. The parties agree that they will mediate, in good faith, but on a non-binding basis, the issue or issues through the use of an agreed upon lawyer mediator.

If the parties are unable to resolve the issue or issues through mediation, the parties may institute litigation but only in the Circuit Court of Phelps County, Missouri.

No person who serves as mediator, nor any agent or employee of that person, shall be subpoenaed or otherwise compelled to disclose any matter disclosed in the process of setting up or conducting the mediation.

SECTION 8. WORK PRODUCTS

Any documentation prepared or provided by H3 Studio Inc. hereunder shall be the property of the Client and are prepared for this Project only, but may be used by H3 Studio Inc. for purposes of illustrating the scope and nature of project involvement to others. H3 Studio Inc. shall provide Client with a reproducible electronic set of work products for its records. H3 Studio Inc. will not be held liable or responsible on any account by the client, if the client uses said documentation for projects outside of this project as defined by this contract.

SECTION 9. LIMITATION OF LIABILITY

Client agrees that H3 Studio Inc.'s liability for damage on account of any act, error, omission, or other professional negligence to the Client shall be limited to the amount set forth in Section 11 below for Professional Liability Insurance.

this Contract. The Client shall not pay any contribution to Social Security, unemployment insurance, federal or state withholdings taxes, nor provide any other contributions or benefits which might otherwise be expected in an employer-employee relationship, it being specifically agreed that Consultant is not an employee of the Client.

SECTION 13. MISCELLENEOUS

- (a) Client and H3 Studio Inc. each bind itself and its successors to this Contract. Neither Client nor H3 Studio Inc. shall assign or transfer its interest in this Contract without the written consent of the other.
- (b) This Professional Services Contract constitutes the entire agreement between the parties with respect to the subject hereof and neither has been induced to make or enter into this Contract by reason of any oral or written agreement or representation other than as contained herein.
- (c) This Professional Services Contract may be modified or changed only by a written amendment that is signed by both the Client and H3 Studio Inc.
- (d) The laws of the State of Missouri shall govern the interpretation and enforcement of this Professional Services Contract.
- (e) Any individual who signs this Professional Services Contract on behalf of Client or H3 Studio Inc., represents, promises, and guarantees, that he or she is fully authorized to execute this Contract on behalf of his, or her employer or company.
- (f) This Agreement may be executed in one or more counterparts, each of which shall be deemed an original.

SECTION 14. EMPLOYMENT OF UNAUTHORIZED ALIENS PROHIBITED

- (a) H3 Studio, Inc. agrees to comply with Missouri Revised Statute section 285.530.1 in that it shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri.
- (b) As a condition for the award of this contract, H3 Studio, Inc. shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. H3 Studio, Inc. shall also sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.
- (c) H3 Studio, Inc. shall require each subcontractor to affirmatively state in its contract with H3 Studio, Inc. that the subcontractor shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the state of Missouri and shall

not henceforth do so. Alternatively, H3 Studio, Inc. shall require each subcontractor to provide H3 Studio, Inc. with a sworn affidavit under the penalty of perjury attesting to the fact that the subcontractor's employees are lawfully present in the United States.

SECTION 15. ANTI-DISCRIMINATION AGAINST ISRAEL ACT.

Pursuant to Section 34.600 of the Revised Statutes of Missouri, H3 Studio, Inc. certifies it is not currently engaged in and shall not, for the duration of this Agreement, engage in a boycott of goods or services from (a) the State of Israel, (b) companies doing business in or with the State of Israel or authorized by, licensed by or organized under the laws of the State of Israel or (c) persons or entities doing business in the State of Israel.

SECTION 16. GRANT PROGRAM COMPLIANCE REQUIREMENTS

(a) The work covered by the Professional Services Contract is partially-funded by a Strategic Planning Grant from the Delta Regional Authority (DRA). H3 Studio, Inc. shall not perform work under this Contract that is not in compliance with the Client's requirements under the Grant Agreement.

(b) Any publications produced with funds from this award and signage on any construction projects must display the following language: "This project is being supported, in whole or in part, by federal award number DRA23-MO906-BILSPG awarded to the City of Rolla by the Delta Regional Authority and with funding provided by the Bi-Partisan Infrastructure Law."

(SIGNATURE PAGE FOLLOWS)

In witness whereof, the parties hereto have caused this Contract for Professional Services to be executed as of the day and year first above written.

ATTEST: _____
(Print Name/Title) _____

Client: City of Rolla, Missouri
Address: 901 N. Elm Street
Rolla, MO 65401

By: _____
(Print Name/Title) _____
Date: _____

Consultant: H3 Studio, Inc.
Address: 4395 Laclede Avenue
St. Louis, MO 63108

By: _____
(Print Name/Title) _____
Date: _____

SCHEDULE I

SCOPE OF PROFESSIONAL SERVICES

City of Rolla Comprehensive Plan Update

PHASE 1: EXISTING CONDITIONS ANALYSIS

In Phase 1, the H3 Studio Team will collect and assemble all relevant base information, prepare project base maps, and conduct both an analysis of the City of Rolla’s existing conditions as well as an assessment of Rolla’s existing Comprehensive Plan.

Phase 1 Technical Tasks (Existing Conditions Analysis)

Task 1.1: Project Kick-Off and On-Boarding Meeting with the City of Rolla

H3 Studio will conduct a kick-off on-boarding meeting with the City of Rolla Client Group (“Client”) to confirm the project schedule, kick-off activities, coordinate the provision of base data by the Client, and finalize the membership of the Steering Committee and Steering Committee Meeting schedule.

Task 1.2: Data Collection and Production of Base Maps

H3 Studio will collect and inventory all Client-provided and publicly-accessible base data—as maintained by the City of Rolla, Phelps County, and other agencies as available—and prepare a base map for use throughout the Comprehensive Plan process. Base map shall consist of the entire corporate boundary of the City of Rolla and a context area of one-half (1/2) mile beyond the corporate boundary. Base data shall be provided in ArcGIS Shapefile (*.shp) format.

Task 1.3: Existing Physical and Regulatory Conditions Analysis

H3 Studio will conduct an analysis of Rolla’s existing physical and regulatory conditions, to include:

Task 1.3.1: Physical Landscape and Built Environment Analysis

Physical landscape and built environment analysis shall include:

- Topography, landform, and waterways;
- Flood ways, flood plains, and other environmental hazards;
- Street and roadway network;
- Parcels and land use (with a focus on Downtown and neighboring institutions);
- Impervious surface coverage (pavement surface, parking, and building footprints, as available);
- Year built for developed parcels, as available;
- Parks and open space;
- Bike routes, pathways, and trails;
- Existing land use;
- City governance boundaries;
- Utility and service boundaries, as relevant;

- Cultural resources, historic sites and assets, and historic district boundaries; and
- Other special planning districts, jurisdictional, and/or redevelopment areas.

Task 1.3.2: Place-Based Zoning Analysis

H3 Studio shall analyze existing zoning regulations, comparing zoning district requirements with parcel areas, as-built land use, and parcel coverage. The purpose of this analysis is to:

- Identify parcels which may be non-conforming to their assigned zoning district;
- Understand the development capacity of existing parcels under current zoning regulations (i.e., are existing parcels built at a density level that matches existing zoning? Is less than existing zoning?)
- What development types are permitted in the current zoning regulations, and what types are not permitted?

Task 1.3.3: Institutional Growth and Expansion Plan Analysis

Hank Webber will lead the analysis and growth and expansion opportunities for Rolla’s key institutions, namely Missouri S&T, Phelps Health, and Rolla Public Schools. This analysis will utilize major growth, expansion, and/or redevelopment plans for each institution (as available) to identify land use and physical character impacts to surrounding neighborhoods, districts, and adjacent uses and synergies with related economic development activities (i.e. Downtown).

Hank Webber will also work with Bob Lewis (in coordination with Task 1.3.4) to identify projected housing needs and projections—as driven by institutional growth and expansion—by specific market sector (i.e. staff/workforce housing, undergraduate off-campus housing, graduate student housing, etc.).

Task 1.3.4: Demographic and Housing Trends, Projections, and Land Needs

Bob Lewis will prepare an assessment of Rolla’s current and projected demographic changes, growth, and impacts on housing and land needs, to include:

- Evaluation of population characteristics (trends and projections) of Rolla in comparison with surrounding areas and cities spanning the 21st century.
- Evaluation of housing needs of Rolla residents with local and regional comparisons of housing characteristics (e.g., value/rent, age, size, units-in-structure, and affordability).
 - Isolation characteristics needed to support and attract Rolla’s current and future workforce.

- Identification of “gaps” in housing availability and affordability for all, with emphasis on workforce housing requirements.
- Coordination of housing needs and projections with Hank Webber’s institutional growth and expansion plan analysis (Task 1.3.3) by specific market sector (i.e. staff/workforce housing, undergraduate off-campus housing, graduate student housing, etc.).
- Project three (3) scenarios of population and housing growth with related land requirements.

Task 1.3.5: Transportation Analysis

Archer-Elgin will review the Move Rolla Transportation Development District (TDD)’s 2040 traffic projections and planned transportation improvements, compare these to current and projected development in Rolla, and identify potential modifications.

Task 1.3.6: Infrastructure Assessment

Archer-Elgin will engage with Rolla Municipal Utilities (RMU) and the City of Rolla Public Works to identify current plans for Rolla’s water, electric, and sewer utilities. Potential modifications based on future growth projections will be identified if necessary.

Task 1.3.7: Stormwater and Flood Assessment

Archer-Elgin will review and summarize Rolla’s existing stormwater management requirements, for the purpose of ensuring that new development is protected from flood and stormwater impacts.

Task 1.3.8: Environmental Scan Existing Conditions Report

H3 Studio will compile all mapping and narrative descriptions of the existing conditions analysis into an environment scan report, prepared in *.pptx and *.pdf format.

Task 1.4: Review of Existing Comprehensive Plan

H3 Studio will review and summarize the contents of the existing Comprehensive Plan, to be used in Comprehensive Plan assessment engagement activities.

Task 1.5: Existing Comprehensive Plan Assessment and Prioritization Report

H3 Studio will cross-check the existing Comprehensive Plan Goals and Objectives with current existing conditions. Utilizing feedback gathered in Tasks 1.7.5 Existing Comprehensive Plan Assessment Stakeholder Workshops and 1.7.6 Steering Committee Meeting #1 (described below), H3 Studio will determine the level of implementation, identify how relevant these existing Goals remain today, and articulate peoples’ impressions of how well progress has been made toward these Goals.

Task 1.6: Draft Consensus Issues and Opportunities

Utilizing all information collected and developed in Phase 1, H3 Studio will prepare a summary of Draft Consensus Issues and Ideas, which will be used as the basis of identifying Comprehensive Plan priorities and the creation of the updated Comprehensive Plan Community Vision, Community Goals, and Objectives in Phase 2.

Phase 1 Community Engagement

Task 1.7: Phase 1 Community Engagement Activities

Task 1.7.1: Ongoing Website and Social Media Content

The Team will provide content about the Comprehensive Plan planning process to the City for publication on the City’s existing website and social media channels.

Task 1.7.2: Ongoing Monthly Progress Reporting

The Team will conduct monthly progress meetings with the Client to advise the Client on work completed to date and projections for work to be completed over the next month. Meeting summaries will be prepared and submitted to Client as part of the project record.

Task 1.7.3: Rolla Online Community Survey (Creation and Administration)

The Team will develop and administer a 20- to 25-question online survey to poll residents and stakeholders on key issues and opportunities facing Rolla. This survey is proposed to remain active through the conclusion of Phase 2.

Task 1.7.4: Rolla Online Business Survey (Creation and Administration)

The Team will develop and administer a 20- to 25-question online survey specific to Rolla business owners to poll them on the key considerations of owning and operating a business in Rolla. This survey is proposed to remain active through the conclusion of Phase 2.

Task 1.7.5: Phase 1 Community Engagement Presentation Materials

H3 Studio will prepare a PowerPoint presentation and printed materials of Phase 1 work products, for use during the Existing Comprehensive Plan Assessment Stakeholder Workshops and Steering Committee Meeting #1.

Task 1.7.6: Existing Comprehensive Plan Assessment Stakeholder Workshops

The Team will conduct a series of three (3) Assessment Workshops to review and collect input on:

- The extent to which each existing Comprehensive Plan Goal and Objective are still relevant today, and;
- The extent to which the City has been successful in making progress toward achievement of each Existing Comprehensive Plan Goal and Objective.

- A total of three (3) workshops will be conducted, one each with:
- A community stakeholder Focus Group;
 - City department heads and staff; and
 - Planning & Zoning Commission, City Council, and Mayor

Task 1.7.7: Business Owners Focus Group Meeting #1

Bob Lewis and H3 Studio will conduct the first of two (2) “CEO Roundtable” meetings with Rolla business owners.

Task 1.7.8: Steering Committee Meeting 1 – Existing Comprehensive Plan Assessment and Priorities

H3 Studio will advise the Client on identifying and assembling a Comprehensive Plan Steering Committee. This Committee is anticipated to be comprised of elected official and City staff representatives, as well as representatives of other community boards and commissions. The City of Rolla shall be responsible for notifying and scheduling Steering Committee Meetings.

H3 Studio will conduct the first Steering Committee Meeting to present a summary of existing conditions analysis, prioritize the Draft Consensus Issues and Opportunities, and conduct the Plan Assessment process outlined in Task 1.7.5 above. Outcomes of this meeting will be reflected in the Draft Consensus Issues and Ideas described in Task 1.6.

PHASE 2: COMMUNITY VISIONING & GOAL SETTING

In Phase 2, the Team will work with City staff and the community-at-large to identify the necessary components of the communities Vision for the future, and the Goals—both short-range and long-range—that will serve to fulfill this Vision.

Phase 2 Technical Tasks (Vision, Goals, and Objectives)

Task 2.1: Creation of the Draft Community Vision

The Team will conduct coordination meetings with the City lead for the Comprehensive plan at the discretion of the City. The team recommends bi-weekly meetings.

Task 2.2: Creation of Draft Comprehensive Goals and Objectives

The Team will conduct coordination meetings with the City lead for the Comprehensive plan at the discretion of the City. The team recommends bi-weekly meetings.

Task 2.3: Revised Draft Community Vision, Goals, and Objectives

The Team will conduct coordination meetings with the City lead for the Comprehensive plan at the discretion of the City. The team recommends bi-weekly meetings.

Phase 2 Community Engagement

Task 2.4: Phase 2 Community Engagement Activities

Task 2.4.1: Closing of Online Community Survey

H3 Studio will close the Online Community Survey and prepare the summary report-out of responses.

Task 2.4.2: Closing of Online Business Survey

H3 Studio will close the Online Business Survey and prepare the summary report-out of responses.

Task 2.4.3: Steering Committee Meeting #2/Planning and Zoning Commission Presentation Materials

H3 Studio will prepare a PowerPoint presentation and printed materials of Phase 2 work products, for use during Steering Committee Meeting #2.

Task 2.4.4: Steering Committee Meeting #2 - Vision, Goals, and Objectives

H3 Studio will conduct the second Steering Committee Meeting to present the Draft Vision, Goals, and Objectives for review and input. Outcomes of this meeting will be reflected in the Revised Draft Community Vision, Goals, and Objectives described in Task 2.3.

Task 2.4.5: Planning and Zoning Commission Presentation #1

H3 Studio will present the Draft Vision, Goals, and Objectives for information, review, and input. Outcomes of this meeting will be reflected in the Revised Draft Community Vision, Goals, and Objectives described in Task 2.3.

Task 2.4.6: Public Workshop #1 Presentation Materials

H3 Studio will prepare an updated PowerPoint presentation and printed materials of Phase 2 work products, for use during Public Workshop #1.

Task 2.4.7: Public Workshop #1 - Vision, Goals, and Objectives

The Team will conduct the first Public Workshop to present the Draft Community Vision, Goals, and Objectives and obtain feedback on revisions and prioritization. Based upon public input, the Revised Draft Community Vision, Goals, and Objectives will be produced.

PHASE 3: DRAFT COMPREHENSIVE PLAN RECOMMENDATIONS & COMPONENTS

Following creation of the Community Vision, Plan Goals, and Objectives, the Team will utilize community and stakeholder input and work with City staff to Draft the Rolla Comprehensive Plan Recommendations and Components.

Phase 3 Technical Tasks (Draft Comprehensive Plan Components)

Task 3.1: Draft Comprehensive Plan Recommendations and Components

Utilizing input gathered in Phase 2, the H3 Studio Team will prepare the Draft Comprehensive Plan Recommendations and Components. These will include:

Task 3.1.1: Final Draft Community Vision Statement

H3 Studio will prepare the Final Draft Community Vision Statement based on input from the Client.

Task 3.1.2: Final Draft Community Goals and Objectives

H3 Studio will prepare the Final Draft Community Goals and Objectives based on input from the Client.

Task 3.1.3: Draft Comprehensive Plan Strategies

H3 Studio will prepare Draft Comprehensive Plan Strategies to achieve the Community Goals and Objectives. Strategies will be provided to the Client for review.

Task 3.1.4: Draft Economic and Workforce Development Strategies

Bob Lewis will prepare draft economic and workforce development strategies, which will:

- Call out industry sectors that can contribute to growth, strength, and economic diversity in Rolla.
- Project land and building space needs of growth sectors to aid in land use planning.
- Identify future labor force characteristics necessary to achieve growth, strength, and economic diversity in Rolla.
- Project population growth and housing needs to support potential growth and diversity in the Rolla economy, including land needs.
- Empower and guide the existing labor force to upgrade education, skills, and occupations that will lead to higher productivity, personal income, and prosperity in Rolla.
- Describe available tools, techniques, and incentives to achieve the above and the outcomes that can be expected.
 - Describe how they work, procedures for implementation, and conditions for their use.
 - Quantitatively project economic and municipal fiscal impacts of, if presently hypothetical, application of these tools, techniques, and incentives.

Task 3.1.5: Draft Housing Strategy

Using demographic projections developed in Phase 1, along with regional and national trends, H3 Studio and Bob Lewis will (1) identify gaps in Rolla’s existing housing supply; (2) identify housing market segments currently underserved; and (3) outline strategies to facilitate the creation of housing that fills those gaps. Strategies may include development mechanisms, partnership opportunities, zoning and other regulatory updates, land use modifications, and/or infrastructure improvements.

Task 3.1.6: Draft Institutional Growth and Expansion Strategies

H3 Studio and Hank Webber will utilize the institutional growth and expansion analysis developed in Phase 1, along with regional and national trends, to prepare growth and expansion strategies for Missouri S&T, Phelps Health, Rolla Public Schools, and other major institutions. These strategies will take into account existing expansion plans (as provided) to guide the interface between these institutions, surrounding neighborhoods, and adjacent land uses. Strategies will be incorporated into the Draft Community Place Types and Future Land Use Analysis (Task 3.1.7).

Task 3.1.7: Draft Community Place Types and Future Land Use Plan

Using the place-based zoning analysis completed in Phase 1, H3 Studio will develop a series of Draft Community Place Types to serve as the foundation for future zoning code updates. These Community Place Types will include recommendations for qualitative improvements and regulatory updates associated with geographically-specific boundaries. Community Place Types will serve as the basis of the Future Land Use Plan.

Task 3.1.8: Draft Transportation Recommendations

Archer-Elgin will develop draft transportation recommendations, which are anticipated to include the following:

- Identify roadway expansion opportunities, new connections, and new roadway alignments to support Rolla’s geographic growth trajectories.
- Review and incorporate identified short- and long-term improvement plans for Rolla streets and roads, in coordination with MODOT.
- Discuss how transportation and roadway improvements strategies can assist in the economic development of the City.
- Identify potential funding mechanisms.

Task 3.1.9: Draft Parks and Recreation Recommendations

H3 Studio will prepare qualitative recommendations for enhancement of Rolla’s parks system, including trail and access enhancements and targets for future park system updates, operations, and expansion.

Task 3.1.10: Draft Bicycle and Pedestrian Facilities Recommendations

H3 Studio will prepare qualitative recommendations for a City-wide bicycle and pedestrian facilities network, building upon Rolla’s existing facilities. These recommendations will consist of a variety of on-street and off-street facility types (i.e. bike lanes, bike boulevards, shared sidepaths, shared greenways, etc.) with specific proposed alignments and connection points.

Task 3.1.11: Public Infrastructure Recommendations

Archer-Elgin will, in conjunction with Rolla Municipal Utilities and City Public Works, develop strategic infrastructure recommendations that are coordinated with transportation improvements, in order to facilitate the Future Land Use Plan.

Task 3.1.12: Stormwater and Flood Recommendations

Archer-Elgin will develop recommendations for new district-wide stormwater retention/detention facilities in new development areas identified in the Future Land Plan.

Task 3.2: Focus Area Plans

The H3 Studio Team will prepare up to five (5) focus area plans, expected to include:

- Downtown Rolla;
- Up to two (2) neighborhood / district focus areas (perhaps coordinated with specific institutional expansion plans); and/or
- Up to three (3) corridor plans (i.e. U.S. 63/Old Route 66, Kingshighway; State Route 72; 10th Street / County Route BB; etc.)

Focus Area Plans are anticipated to consist of:

- Specific land uses;
- Physical development / redevelopment / infill strategies;
- Typical street sections with streetscape improvement recommendations;
- Public space / public realm recommendations, as applicable; and
- Focus area identity and gateway location recommendations, as applicable.

Phase 3 Community Engagement

Task 3.3: Phase 3 Community Engagement Activities:

Task 3.3.1: Business Owners Focus Group Meeting #2

Bob Lewis and H3 Studio will conduct the second of two (2) “CEO Roundtable” meetings with Rolla business owners.

Task 3.3.2: Steering Committee Meeting #3/Planning and Zoning Commission Presentation Materials

H3 Studio will prepare a PowerPoint presentation and printed materials of Phase 3 work products, for use during Steering Committee Meeting #2.

- Task 3.3.3: Steering Committee Meeting #3 - Draft Comprehensive Plan**
H3 Studio will conduct the second Steering Committee Meeting to present the Draft Comprehensive Plan Recommendations for review and input. Outcomes of this meeting will be utilized in Phase 4.
- Task 3.3.4: Planning and Zoning Commission Presentation #2**
H3 Studio will present the Draft Comprehensive Plan Recommendations for review and input. Outcomes of this meeting will be utilized in Phase 4.
- Task 3.3.5: Public Workshop #2 Presentation Materials**
H3 Studio will prepare an updated PowerPoint presentation and printed materials of Phase 3 work products, for use during Public Workshop #2.
- Task 3.3.6: Public Workshop #2 - Draft Comprehensive Plan**
The Team will conduct the second Public Workshop to present the Draft Comprehensive Plan Recommendations for review and input. Outcomes of this meeting will be utilized in Phase 4.

PHASE 4: FINAL COMPREHENSIVE PLAN & ADOPTION ACTIVITIES

Utilizing all of the community feedback and input gathered to date, the Team will work with City staff to finalize all of the Comprehensive Plan Materials for adoption by the City of Rolla.

Phase 4 Technical Tasks (Final Comprehensive Plan)

Task 4.1: Final Comprehensive Plan Components

Utilizing feedback from Phase 3, the H3 Studio Team will prepare the Final Comprehensive Plan Components. These will include:

- Task 4.1.1: Final Community Vision Statement, Goals, and Objectives**
- Task 4.1.2: Final Comprehensive Plan Strategies**
- Task 4.1.3: Final Economic and Workforce Development Strategies**
- Task 4.1.4: Final Housing Strategy**
- Task 4.1.5: Final Institutional Growth and Expansion Strategy**
- Task 4.1.6: Final Community Placetypes and Future Land Use Plan**
- Task 4.1.7: Final Streets and Roads Plan**
- Task 4.1.8: Final Parks, Recreation, and Open Space Plan**
- Task 4.1.9: Final Bicycle and Pedestrian Facilities Plan**
- Task 4.1.10: Final Public Infrastructure Recommendations**
- Task 4.1.11: Final Stormwater and Flood Recommendations**
- Task 4.1.12: Final Focus Area Plans**

Task 4.2: Downtown Rolla Specific Opportunities

Bob Lewis will identify specific economic development strategies for Downtown Rolla. In this task, Bob will:

- Conduct or obtain a survey of downtown businesses by type of business and geographic location.
- Evaluate the downtown business mix and juxtapositioning to maximize economic benefits to support local shopping, dining, and entertainment demand as well as to support attraction and expansion of tourism.
- Recommend appropriate additions and relocations of businesses to achieve maximum impact.
- Focus on the relationship and synergies between Downtown, Missouri S&T, and Phelps Health to mutually-leverage all three (3) assets for economic development.

Task 4.3: Draft Implementation Priorities and Governmental Strategic Plan

H3 Studio will prepare a series of implementation priorities and a strategic roadmap for advancement of Comprehensive Plan implementation by the City of Rolla government. This will include a selected series of strategic early action items that City agrees can and should be completed in a short-term time frame, typically 1 to 3 years, along with prioritization and time horizons for all Comprehensive Plan Strategies.

Task 4.4: Comprehensive Plan Implementation Plan

H3 Studio will prepare an implementation plan for the Comprehensive Plan Update, which will serve as the final section/chapter of the Comprehensive Plan. This implementation plan is anticipated to consist of:

- Identification of Early Action Items, seven (7) to 10 key plan strategies and sub-action items, to be initiated and/or completed within three (3) to five (5) years of Plan adoption;
- Identification of City department implementation priorities, specifying:
- Department or agency with primary responsibility for implementation;
- Other partner departments or agencies with secondary responsibility for implementation;
- Time horizon for implementation, with a year-by-year identification of when implementation should commence (up to 10 years); and
- Capital improvement plan indication / considerations for implementation; and
- Implementation Action Matrix, consisting of each Comprehensive Plan Strategy, and indication of the collective impact of each strategy against the key community priorities of the Plan, and a general time horizon (short-term, medium-term, long-term, or ongoing) for implementation.

Task 4.5: Final Comprehensive Plan Document Deliverable

H3 Studio will prepare the final Comprehensive Plan Document, to include:

- Comprehensive Plan document, including all constituent components completed to date;
- Environmental Scan document, as a stand-alone catalogue of existing conditions today; and
- Final planning process information for the City of Rolla website and social media channels.

Phase 4 Community Engagement

Task 4.6: Phase 4 Community Engagement Activities:

Task 4.6.1: Final Plan Presentation Materials

H3 Studio will prepare a PowerPoint presentation and printed materials of the Final Comprehensive Plan, for use during the remainder of the planning process.

Task 4.6.2: Final Public Open House

The Team will conduct a final Public Open House to present the Final Comprehensive Plan to the community and collect final comments.

Task 4.6.3: Planning and Zoning Commission Meeting Presentation & Q&A (2)

H3 Studio will conduct one (1) in-person, informational presentation with the Planning and Zoning Commission on the Final Comprehensive Plan at a regularly-scheduled Commission meeting. This presentation will occur before the date of the Planning and Zoning Commission Public Hearing. In addition, H3 Studio will be in attendance at the Planning and Zoning Commission meeting when the Comprehensive Plan is considered for adoption, following Task 4.6.5. (See note below.)

Task 4.6.4: Public Hearing Presentation (1)

H3 Studio will conduct one (1) in-person, informational presentation and Q&A as part of the Planning and Zoning Commission Public Hearing for adoption of the Comprehensive Plan. (See note below.)

Task 4.6.5: City Council Meeting Presentation (1)

H3 Studio will conduct one (1) in-person, informational presentation with the City Council on the Final Comprehensive Plan at a regularly-scheduled Council meeting, following the date of the Public Hearing. At this meeting, it is projected that City Council will adopt a resolution of support of adoption of the Comprehensive Plan by the Planning and Zoning Commission. (See note below.)

Note: Based upon discussion with the City of Rolla, the adoption process of the Comprehensive Plan is projected to conform to the following sequential steps:

1. H3 Studio will make an informational presentation of the final draft document to the Planning and Zoning Commission at a regular meeting.
2. Following reconciliation of any Planning and Zoning Commission comments, the Community Development Department will set a Public Hearing date with the Planning and Commission, provide public notice, and publish the final draft for review.
3. H3 Studio will make a presentation at the Planning and Zoning Commission Public Hearing and be available at the Public Hearing for Q&A.
4. The Community Development Department will prepare a City Council Resolution of support of the Comprehensive Plan and support of adoption by the Planning and Zoning Commission.
5. H3 Studio will make an informational presentation to City Council at a regular meeting, and Council will take action on the resolution of support.
6. If successful, the Planning and Zoning Commission will vote to officially adopt the Comprehensive Plan; H3 Studio will be in attendance at this meeting.

SCHEDULE II FEE SCHEDULE

City of Rolla Comprehensive Plan Update

Phase 1: Existing Conditions Analysis

Task 1.1: Project Kick-Off and On-Boarding Meeting with the City of Rolla	\$875.00
Task 1.2: Data Collection and Production of Base Maps	\$2,625.00
Task 1.3: Existing Physical and Regulatory Conditions Analysis	
<i>Task 1.3.1: Physical Landscape and Built Environment Analysis</i>	<i>\$1,750.00</i>
<i>Task 1.3.2: Place-Based Zoning Analysis</i>	<i>\$2,975.00</i>
<i>Task 1.3.3: Institutional Growth and Expansion Plan Analysis</i>	<i>\$9,875.00</i>
<i>Task 1.3.4: Demographic and Housing Trends, Projections, and Land Needs</i>	<i>\$3,000.00</i>
<i>Task 1.3.5: Transportation Analysis</i>	<i>\$5,000.00</i>
<i>Task 1.3.6: Infrastructure Assessment</i>	<i>\$5,000.00</i>
<i>Task 1.3.7: Stormwater and Flood Assessment</i>	<i>\$5,000.00</i>
<i>Task 1.3.8: Environmental Scan Existing Conditions Report</i>	<i>\$2,275.00</i>
Task 1.4: Review of Existing Comprehensive Plan	\$1,750.00
Task 1.5: Existing Comprehensive Plan Assessment and Prioritization	\$1,400.00
Task 1.6: Draft Consensus Issues and Opportunities	\$1,400.00
Task 1.7: Phase 1 Community Engagement Activities	
<i>Task 1.7.1: Ongoing Website and Social Media Content</i>	<i>\$2,100.00</i>
<i>Task 1.7.2: Ongoing Monthly Progress Reporting</i>	<i>\$3,150.00</i>
<i>Task 1.7.3: Rolla Online Community Survey (Creation and Administration)</i>	<i>\$1,575.00</i>
<i>Task 1.7.4: Rolla Online Business Survey (Creation and Administration)</i>	<i>\$1,715.00</i>
<i>Task 1.7.5: Phase 1 Community Engagement Presentation Materials</i>	<i>\$2,100.00</i>
<i>Task 1.7.6: Existing Comprehensive Plan Assessment Stakeholder Workshops</i>	<i>\$1,400.00</i>
<i>Task 1.7.7: Business Owners Focus Group Meeting #1</i>	<i>\$455.00</i>
<i>Task 1.7.8: Steering Committee Meeting 1 – Existing Comprehensive Plan Assessment and Priorities</i>	<i>\$1,050.00</i>

PHASE 1 SUB-TOTAL: \$56,470.00

Phase 2: Community Visioning & Goal Setting

Task 2.1: Creation of the Draft Community Vision	\$875.00
Task 2.2: Creation of Draft Comprehensive Goals and Objectives	\$2,100.00
Task 2.3: Revised Draft Community Vision, Goals, and Objectives	\$1,400.00
Task 2.4: Phase 2 Community Engagement Activities	
<i>Task 2.4.1: Closing of Online Community Survey</i>	<i>---</i>
<i>Task 2.4.2: Closing of Online Business Survey</i>	<i>---</i>
<i>Task 2.4.3: Steering Committee Meeting #2/Planning and Zoning Commission Presentation Materials</i>	<i>\$2,625.00</i>
<i>Task 2.4.4: Steering Committee Meeting #2 - Vision, Goals, and Objectives</i>	<i>\$2,550.00</i>
<i>Task 2.4.5: Planning and Zoning Commission Presentation #1</i>	<i>\$875.00</i>
<i>Task 2.4.6: Public Workshop #1 Presentation Materials</i>	<i>\$1,750.00</i>
<i>Task 2.4.7: Public Workshop #1 - Vision, Goals, and Objectives</i>	<i>\$2,100.00</i>

PHASE 2 SUB-TOTAL: \$14,275.00

Phase 3: Draft Comprehensive Plan Recommendations & Components

Task 3.1: Draft Comprehensive Plan Recommendations and Components	
<i>Task 3.1.1: Final Draft Community Vision Statement</i>	\$218.75
<i>Task 3.1.2: Final Draft Community Goals and Objectives</i>	\$831.25
<i>Task 3.1.3: Draft Comprehensive Plan Strategies</i>	\$2,450.00
<i>Task 3.1.4: Draft Economic and Workforce Development Strategies</i>	\$2,000.00
<i>Task 3.1.5: Draft Housing Strategy</i>	\$3,675.00
<i>Task 3.1.6: Draft Institutional Growth and Expansion Strategies</i>	\$7,406.25
<i>Task 3.1.7: Draft Community Place Types and Future Land Use Plan</i>	\$5,600.00
<i>Task 3.1.8: Draft Transportation Recommendations</i>	\$2,500.00
<i>Task 3.1.9: Draft Parks and Recreation Recommendations</i>	\$2,975.00
<i>Task 3.1.10: Draft Bicycle and Pedestrian Facilities Recommendations</i>	\$2,450.00
<i>Task 3.1.11: Public Infrastructure Recommendations</i>	\$2,500.00
<i>Task 3.1.12: Stormwater and Flood Recommendations</i>	\$2,500.00
Task 3.2: Focus Area Plans	\$4,200.00
Task 3.3: Phase 3 Community Engagement Activities:	
<i>Task 3.3.1: Business Owners Focus Group Meeting #2</i>	\$455.00
<i>Task 3.3.2: Steering Committee Meeting #3/Planning and Zoning Commission Presentation Materials</i>	\$3,150.00
<i>Task 3.3.3: Steering Committee Meeting #3 - Draft Comprehensive Plan</i>	\$2,640.00
<i>Task 3.3.4: Planning and Zoning Commission Presentation #2</i>	\$875.00
<i>Task 3.3.5: Public Workshop #2 Presentation Materials</i>	\$1,750.00
<i>Task 3.3.6: Public Workshop #2 - Draft Comprehensive Plan</i>	\$2,990.00
PHASE 3 SUB-TOTAL:	\$51,166.25

Phase 4: Final Comprehensive Plan & Adoption Activities

Task 4.1: Final Comprehensive Plan Components	
<i>Task 4.1.1: Final Community Vision Statement, Goals, and Objectives</i>	\$87.50
<i>Task 4.1.2: Final Comprehensive Plan Strategies</i>	\$612.50
<i>Task 4.1.3: Final Economic and Workforce Development Strategies</i>	\$700.00
<i>Task 4.1.4: Final Housing Strategy</i>	\$1,225.00
<i>Task 4.1.5: Final Institutional Growth and Expansion Strategy</i>	\$2,468.75
<i>Task 4.1.6: Final Community Placetypes and Future Land Use Plan</i>	\$1,750.00
<i>Task 4.1.7: Final Streets and Roads Plan</i>	\$2,500.00
<i>Task 4.1.8: Final Parks, Recreation, and Open Space Plan</i>	\$525.00
<i>Task 4.1.9: Final Bicycle and Pedestrian Facilities Plan</i>	\$525.00
<i>Task 4.1.10: Final Public Infrastructure Recommendations</i>	\$2,500.00
<i>Task 4.1.11: Final Stormwater and Flood Recommendations</i>	\$2,500.00
<i>Task 4.1.12: Final Focus Area Plans</i>	\$1,050.00
Task 4.2: Downtown Rolla Specific Opportunities	\$2,400.00
Task 4.3: Draft Implementation Priorities and Governmental Strategic Plan	\$875.00
Task 4.4: Comprehensive Plan Implementation Plan	\$525.00
Task 4.5: Final Comprehensive Plan Document Deliverable	\$1,800.00
Task 4.6: Phase 4 Community Engagement Activities:	
<i>Task 4.6.1: Final Plan Presentation Materials</i>	\$1,400.00

<i>Task 4.6.2: Final Public Open House</i>	\$1,050.00
<i>Task 4.6.3: Planning and Zoning Commission Meeting Presentation (1)</i>	\$700.00
<i>Task 4.6.4: Public Hearing Presentation (1)</i>	\$350.00
<i>Task 4.6.5: City Council Meeting Presentation (1)</i>	\$350.00

PHASE 4 SUB-TOTAL: **\$25,893.75**

Labor Sub-Total:	\$147,805.00
Reimbursable Expenses (Direct Expenses):	\$2,800.00
TOTAL FEE:	\$150,605.00

**ATTACHMENT A:
AFFIDVIT OF WORK AUTHORIZATION PROGRAM
AND EMPLOYMENT OF UNAUTHORIZED ALIENS
PROHIBITED**

Comes now (Name of Business Entity Authorized Representative) as John Hoal, President (Position/Title) first being duly sworn on my oath, hereby affirm H 3 STUDIO, INC. (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program. I also affirm that H 3 STUDIO, INC. (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

Authorized Representative's Signature

15 John Hoal
Printed Name

5 President
Title

20 _____
Date

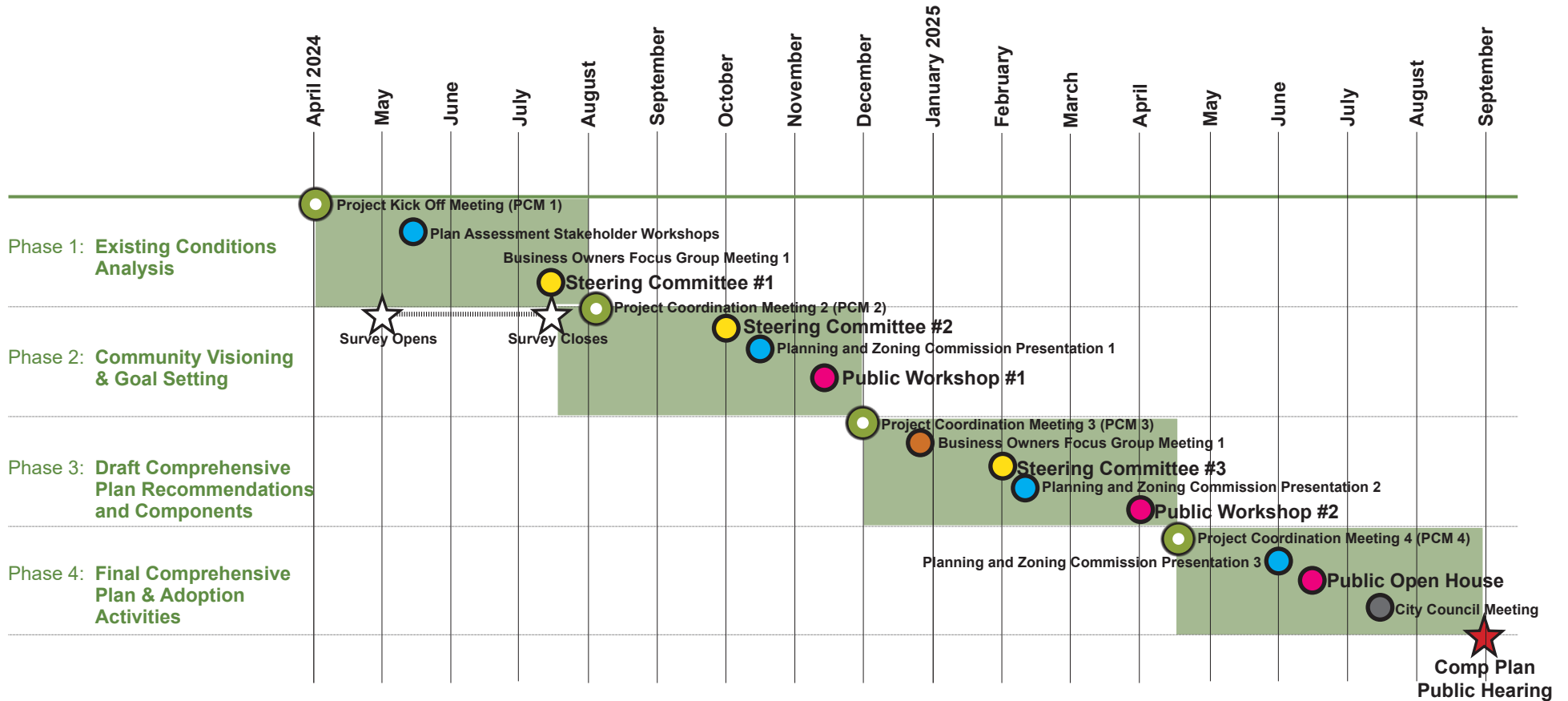
10 hoal@h3studio.com
E-Mail Address

315005
E-Verify Company ID Number

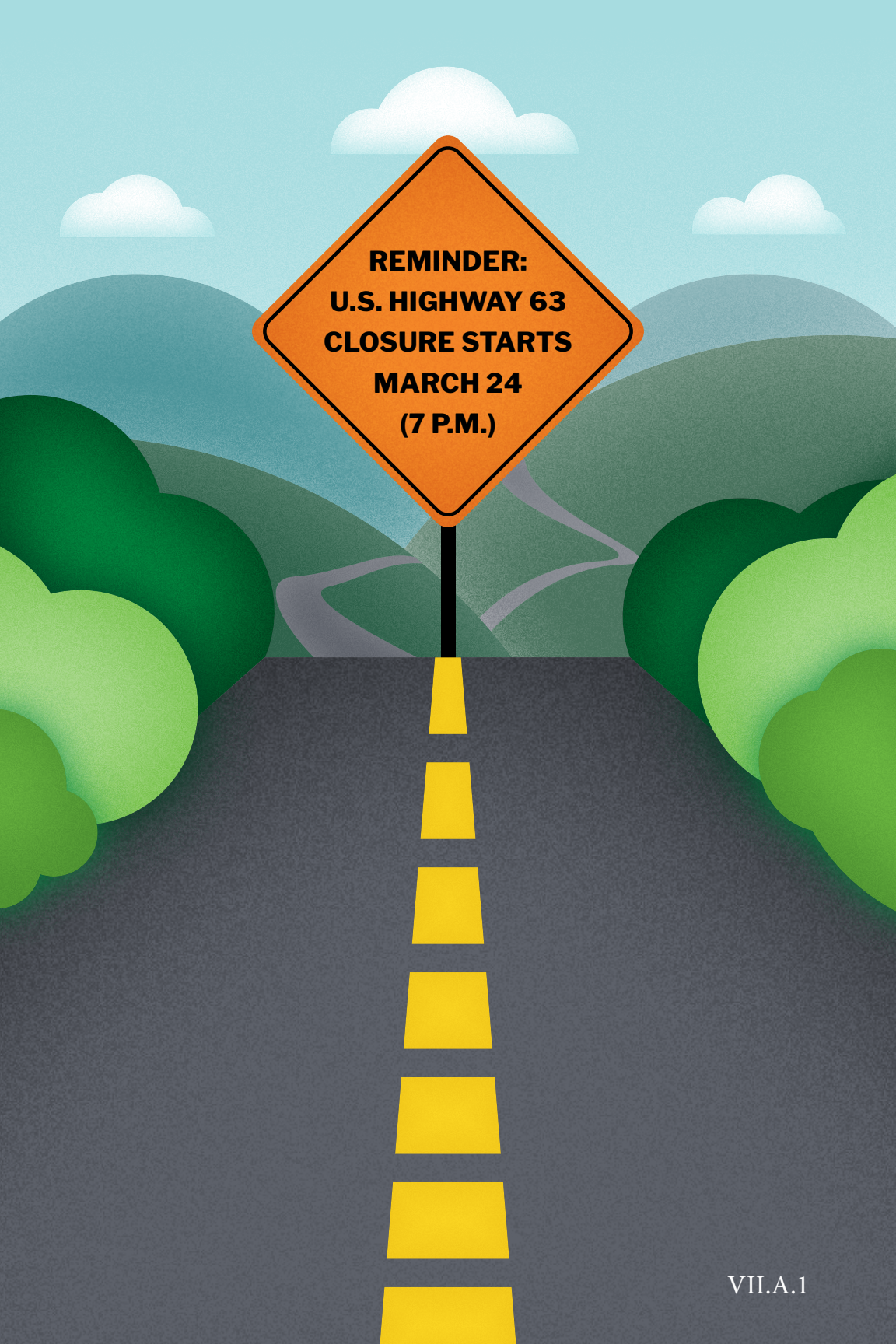
Proposed Project Timeline

Rolla Comprehensive Plan Update

Note: This timeline is intended to provide overall durations, milestones, and general timeframes of community engagement activities. Specific dates will be mutually-agreed upon between the City of Rolla and the consultant and may be subject to change.



- Project Coordination Meetings (PCM)
- City Staff / Elected & Appointed Officials Work Session / Retreats
- City Council Meeting
- Public Workshops
- Steering Committee Meetings
- Business Owners Roundtables
- Plan Adoption Public Hearing



**REMINDER:
U.S. HIGHWAY 63
CLOSURE STARTS
MARCH 24
(7 P.M.)**

REMINDER: U.S. HIGHWAY 63 CLOSURE TO BEGIN THE EVENING OF MARCH 24

The temporary closure of U.S. Highway 63 between Tim Bradley Way to Watts Drive starts on March 24, which coincides with the spring breaks of Missouri S&T and Rolla Public Schools. Detours are expected to last three weeks as construction teams work around the clock to create a new pedestrian underpass.

Missouri S&T and the City of Rolla recognize the crucial role of local businesses along Route 63 and are committed to supporting you and encouraging continued patronage during this period. To minimize disruption, clear signage that details detour routes will be up throughout the duration of the closure. Rest assured, access to your business will be maintained throughout the closure.

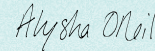
For the latest updates and information, visit underpass.mst.edu. For any inquiries or concerns, please do not hesitate to contact Darin Prior, director of public works for the City of Rolla, at

dprior@rollacity.org or Missouri S&T facility planning and Operations at facilities@mst.edu. We are here to offer assistance and provide information as needed.

Thank you for your cooperation and partnership in ensuring the success of this important infrastructure enhancement project.



Louis J Magdits IV, Mayor,
City of Rolla, Missouri



Alysha O'Neil, Vice Chancellor,
Finance and Operations, S&T



Facility Planning and Operations
1701 Spruce Dr.
S&T General Services Building, Suite 220
Rolla, MO 65409

NAME 1
NAME 2
TITLE
COMPANY
STREET 1
STREET 2
CITY, STATE ZIP

FIRST CLASS
U.S. POSTAGE
PAID
ROLLA, MO
PERMIT 170

BRAD NECKERMANN

301 E. Christy Drive · Rolla, MO 65401 · 573-647-0214 (c) · neckerba@gmail.com

LEGAL EXPERIENCE

City of Rolla

Elected Prosecuting Attorney

Rolla, Missouri

Dec 2014 – Present

- Prosecute all municipal ordinance violations
- Work with police officers, animal control officers, and codes administrator to ensure compliance with city ordinances
- Collaborate with city counselor and city administrator to modify city ordinances as needed

Missouri Department of Health and Senior Services

Legal Counsel

Jefferson City, Missouri

June 2022 — Present

- Represent the Department at Guardianship/Conservatorship Hearings Statewide
- Prosecute violations to place people on the Employment Disqualification List (EDL)
- Serve as In-House Counsel, advising various agencies of the Department on all legal matters
- Draft administrative rules for various agencies of the Department

Phelps County Prosecuting Attorney

Senior Assistant Prosecutor

Rolla, Missouri

Jan 2012 — June 2022

- Prosecuted felony, misdemeanor, and traffic offenses committed in Phelps County
- Supervised junior attorneys and ensure compliance with rules, policies, and procedures
- Acted as lead attorney on over 25 jury trials
- Prosecuted over 30 court trials
- Presented on Family Justice Court to statewide conference of prosecutors, officers, judges, probation officers, and victim advocates (2020)
- Filed appeals on behalf of the State of Missouri, drafting and filing briefs with the Southern District Court of Appeals
- Utilized various research mediums, including Westlaw, Lexis, and Fastcase
- Advised county officials on state statutes and regulations

Salem Police Academy

Instructor

Salem, Missouri

Jan 2013 – July 2018

- Taught all constitutional law subjects to future police officers

Missouri State Public Defender

Assistant Public Defender

Rolla, Missouri

Nov 2009 – Jan 2012

- Represented people charged with criminal offenses in Phelps, Pulaski, and Texas Counties
- Tried five jury trials, including unclassified felonies
- Tried more than ten court trials
- Mentored and trained younger attorneys

Saint Louis University School of Law – Juvenile Clinic St. Louis, Missouri
Senior Law Clerk Jan 2009 – May 2009

- Represented juveniles charged with delinquent acts
- Worked with families to assist in reunification of children with parents

Saint Louis University School of Law St. Louis, Missouri
Faculty Research Assistant for Professor John O'Brien Aug 2007 – May 2009

- Researched state and federal cases relating to the confrontation clause
- Compiled weekly summaries for professor

Honorable Michael Calvin St. Louis, Missouri
Law Clerk Jan 2008 – July 2008

- Reviewed motions and briefs filed by attorneys
- Prepared memorandums and proposed orders for the judge
- Discussed cases, law, and procedure in weekly meetings with the judge

EDUCATION

Saint Louis University School of Law, St. Louis, Missouri May 2009
Juris Doctorate GPA: 3.28
Class Rank: 39/302 (Top 13%)
Honors:
Law Journal Staff Member and Editor Civil Litigation Concentration
Criminal Litigation Concentration Academic Excellence Award: Conflicts of Law
Activities:
Student Bar Association Public Interest Law Group

Saint Louis University, St. Louis, Missouri May 2005
B.A., *summa cum laude*, Political Science GPA: 3.91

OTHER WORK EXPERIENCE

Quik Trip Corporation St. Charles, Missouri
Assistant Manager Aug 1998 — July 2006

MEMBERSHIPS/ORGANIZATIONS

Missouri Bar, Member 2009 – Present
Phelps County Bar President May 2014 – May 2015
Phelps County Bar Association, Member 2009 – Present
Central Ozarks Service Program (COSP) Board Member Feb 2018 – Present
Lee Bushie Memorial Scholarship Committee Co-Chair 2016 – Present

Katie Fox

ATTORNEY AT LAW

202 N. Rolla Street, Rolla, MO | 573.364.0656 | kfox@lawmidmo.com

Legal Experience

Fox Law LLC (Owner, Attorney)	2024-Present
Thomas, Birdsong, Mills, McBride & Osborne, P.C. (Associate, Attorney)	2017-2024
Williams, Robinson, Rigler & Buschjost, P.C. (Associate, Attorney)	2012-2017
Missouri State Public Defender (Assistant Public Defender, Attorney)	2007-2012

Education

University of Missouri- Columbia School of Law, Columbia, Missouri **J.D., May, 2007**

Admitted to the Missouri Bar 2007

Summer Study Abroad, Cape Town, South Africa with focus on comparative law

Student Bar Association:

Vice President 2006-2007

Secretary 2005-2006

Social Committee 2004-2005

St. Louis University, St. Louis, Missouri **B.A., May 2004**

Major: Spanish and Psychology, Summa Cum Laude

Alpha Sigma Nu Jesuit Honor Society

Golden Key Honor Society

Delta Gamma Sorority

Director of Rituals 2003-2004

Alumni Relations 2002-2003

Residential Life

Social Vice President 2001-2002

Student Advisor 2000-2001

Professional Memberships: Missouri Bar, Phelps County Bar Association, Family Law Section of the Missouri Bar

Committees and Services: Guardian Ad Litem in 15th and 42nd Judicial Circuits, CORE Board, Past president and member of the board of Phelps County Family Crisis Services

Citywide Spring Cleanup

Saturday April 6th, 2024

- | | |
|--------------------|----------------------------|
| ✓ Boxes of trash | ✗ Yard Waste |
| ✓ Bags of trash | ✗ Large Appliances |
| ✓ Mattresses | ✗ Tires |
| ✓ Furniture | ✗ Hazardous Waste |
| ✓ Yard toys | ✗ Construction Debris |
| ✓ Small appliances | ✗ Large pieces of concrete |
| ✓ TV's | |

...and more!

- If you have items such as a lawnmower or trimmer, please drain the gas and oil first!
- Please bag or box as much as you can.
- Do not place items at the curb before Wednesday of that week.
- Items need to be to the curb no later than 6:00am on Saturday April 6th!
- Trash containers will not be emptied.
- Limited to residential properties only. **Commercial businesses and apartment complexes will not be included.**