Note: Please turn off all cell phones and pagers during the meeting.

Open Citizen Comment Procedure
1) Public Hearings – Any citizen is allowed to ask questions and/or make comments during any public hearing scheduled for a particular issue.
2) “Citizen Communication” – Public comment can be provided on any item on the agenda or on issues affecting the City not on the agenda. Public comments should generally be limited to 3-5 minutes. Citizens are encouraged (but not required) to contact City Administration one week prior to the meeting, preferably in writing, to be placed on the agenda. Doing so provides Council an opportunity to give consideration to the issue/comment.

AGENDA OF THE ROLLA CITY COUNCIL
Monday, February 2, 2015
City Hall Council Chambers
901 North Elm Street
6:30 P.M.

PRESIDING: MAYOR LOUIS J. MAGDITS, IV

COUNCIL ROLL: JONATHAN HINES, MONTY JORDAN, GREG SAWYER, MATTHEW MILLER, KELLY LONG, SUSAN EUDALY, DON MORRIS, STEPHEN BOWLES, JIM WILLIAMS, BRIAN WOOLLEY, TONY BAHR AND WALT BOWE

*****************************************
COUNCIL PRAYER
Ministerial Alliance

PLEDGE OF ALLEGIANCE
Councilman Don Morris

I. CONSENT AGENDA
A) Consider Approval of the City Council Minutes of:
   1) City Council Meeting – January 5, 2015
   2) City Council Meeting – January 20, 2015
   3) City Council Meeting Closed Session – January 20, 2015

II. PUBLIC HEARINGS
None.

III. ACKNOWLEDGMENTS and SPECIAL PRESENTATIONS
   A) Rolla Regional Economic Commission (RREC) 2014 Annual Report –
      (RREC Executive Director Cyndra Lorey)

IV. REPORT OF MAYOR and COUNCIL/REPORTS OF BOARDS AND
    COMMISSIONS/CITY DEPARTMENTS
   B) Parks Department FY 2015 Financial Analysis – December 2014
   C) Parks and Recreation Commission Meeting Minutes – December 17, 2014
   D) Environmental Services Department Monthly Report – December 2014
   F) Police Department Monthly Reports – December 2014
   G) Animal Control Division Monthly Reports – December 2014 and Year-End
   I) Rolla Municipal Utilities Monthly Reports – November and December 2014
   J) Rolla Board of Public Works Meeting Minutes – November 25, 2014
V. OLD BUSINESS
None.

VI. NEW BUSINESS
A) Motion Closing Certain Streets and Parking Lots for Celebration of Nations –
   (Parks and Recreation Director Scott Caron) – Motion
B) Motion Approving the “Adopt A Park” Program Subject to Legal/MIRMA Review –
   (Parks and Recreation Director Scott Caron) – Motion
C) Ordinance Authorizing the Mayor to Execute an Agreement with HNTB, Inc. for a Major
   Transportation Study – (City Administrator John Butz) – First Reading

VII. CLAIMS and/or FISCAL TRANSACTIONS
None.

VIII. CITIZEN COMMUNICATION
A) Open Citizen Communication

IX. MAYOR/CITY COUNCIL COMMENTS
A) Review and Adoption of the 2015 City Administrator’s Goals and Objectives

X. COMMENTS FOR THE GOOD OF THE ORDER

XI. CLOSED SESSION
Pursuant to Section 610.021 RSMo. the City Council will discuss the following issues in Closed Session:
   (A) Real Estate

XII. ADJOURNMENT
ROLLA CITY COUNCIL MEETING MINUTES
MONDAY, JANUARY 5, 2015; 6:30 P.M.
ROLLA CITY HALL COUNCIL CHAMBERS
901 NORTH ELM STREET

Presiding: Mayor Louis J. Magdits, IV


Council Members Absent: None.

Department Directors in Attendance: Public Works Director Steve Hargis, Fire Chief Robert Williams, Environmental Services Director Brady Wilson, Parks and Recreation Director Scott Caron, Interim Police Chief Rick Williams, and Finance Director Steffanie Rogers

Other City Officials in Attendance: City Administrator John Butz, City Counselor Lance Thurman, and City Clerk Carol Daniels

Mayor Magdits called the meeting to order at approximately 6:30 p.m. and asked a member of the Rolla Ministerial Alliance to give the invocation.

Councilman Kelly Long then led in the Pledge of Allegiance.

I. CONSENT AGENDA

A motion was made by Williams and seconded by Bowles to approve the consent agenda as submitted. A voice vote on the motion showed twelve ayes, zero nays, and zero absent. Motion carried. The consent agenda consisted of the following:

(A) Approval of the Rolla City Council Minutes for the following:
   1) City Council Meeting – December 1, 2014
   2) City Council Meeting Closed Session – December 1, 2014
   3) City Council Meeting – December 15, 2014

II. PUBLIC HEARINGS

None.

JANUARY 5, 2015

I. A. 1.
III. ACKNOWLEDGEMENTS AND SPECIAL PRESENTATIONS

(A) Missouri S&T Master Plan: Mr. Walt Branson, Missouri S&T Vice Chancellor of Finance and Administration provided an overview of Missouri S&T's Master Plan. He said the University is seeking ways to make Bishop Avenue safer for students.

(B) Phelps County Regional Medical Center Update/Presentation: Mr. John Denbo, Phelps County Regional Medical Center (PCRMAC) CEO, focused his comments on the Delbert Day Cancer Institute, which will face Interstate 44. Regarding the houses in the Powell Addition, Mr. Denbo said the hospital would continue to purchase houses as they became available. Some of the houses would be used for medical staff residences and some would be rented.

(C) Celebration of Nations: Mr. Rich Myers, Program Coordinator for International and Cultural Affairs at Missouri S&T, requested the Council’s permission to close certain streets during the sixth annual Celebration of Nations Parade on Saturday, September 26, 2015, at 11 a.m.

City Administrator John Butz suggested this matter be considered at the next meeting so City staff can prepare a map showing the parade route.

IV. REPORT OF MAYOR and COUNCIL/REPORTS OF BOARDS AND COMMISSIONS/CITY DEPARTMENTS

Mayor Magdits referred the Council to (A) the November 2014, Centre FY 2015 Financial Analysis; (B) the November 2014, Parks Department FY 2015 Financial Analysis; (C) the November 17, 2014, Parks and Recreation Commission Meeting Minutes; (D) the November 2014 Environmental Services Department Monthly Report; (E) the December 2014 Fire and Rescue Department Monthly Report; (F) the October and November 2014 Police Department Monthly Reports; (G) the October and November 2014 Animal Control Division Monthly Reports; (H) the December 9, 2014 Planning and Zoning Commission Meeting Minutes; (I) the November 6, 2014, Board of Adjustment Meeting Minutes; (J) the November 19, 2014, Historic Preservation Commission Meeting Minutes, and; (K) the November 2014, Municipal Court Monthly Report.
COUNCIL MEETING MINUTES
JANUARY 5, 2015
PAGE 3

V. OLD BUSINESS

(A) Ordinance Calling for an April 7, 2015, Election – Sales Tax Issue on Parks
Funding: As mentioned during the Council’s last meeting, Parks and Recreation
Director Scott Caron said staff has tweaked some of the proposed ballot language for
“Proposition P” to make it more clear with what the City is asking the voters to approve.
He explained the proposition is a parks only sales tax, which would support the current
operations as well as the redevelopment of the current parks, including the cemetery. Mr.
Caron asked the Council to consider the final reading of the subject ordinance.

City Counselor Lance Thurman read the following proposed ordinance for its final
reading, by title. ORDINANCE NO. 4183: AN ORDINANCE AUTHORIZING
SUBMISSION TO THE VOTERS OF THE CITY OF ROLLA, MISSOURI, AT THE
NEXT ELECTION DAY, APRIL 7, 2015, “PROPOSITION P” IMPOSING A
MUNICIPAL SALES TAX OF ONE-QUARTER OF ONE PERCENT BEGINNING
OCTOBER 1, 2015, FOR EIGHT YEARS, REDUCED TO THREE-SIXTEENTHS OF
ONE PERCENT BEGINNING OCTOBER 1, 2023, FOR THE PURPOSE OF
PROVIDING FUNDING FOR LOCAL PARKS AND RECREATION, INCLUDING,
CONSTRUCTION, OPERATION AND MAINTENANCE OF PARKS. A motion was
made by Williams and seconded by Morris to approve the proposed ordinance. A roll
call vote on the motion showed the following: Ayes: Hines, Long, Bahr, Williams,
Absent: None. Motion carried. The ordinance passed.

VI. NEW BUSINESS

(A) Preliminary Consideration of Westside Transportation Study: City Administrator
John Butz recalled that during the biennial survey for at least the last twelve years, traffic
congestion has been the number one rated concern or need of the community, primarily
on Highways 72 and 63. He noted a draft proposal from HNTB Corporation, which is
included in the Council’s packet, is for a comprehensive study of where the vehicles are
coming and going. Mr. Butz said there is a lot of advanced technology today that helps
determine this. Without some real detail, the City is not going to be able to obtain the
Missouri Department of Transportation’s (MoDOT) support in tackling these issues. As
suggested by Mayor Magdits, Mr. Butz indicated staff would like to come back in about a
month with a proposal for some additional study. He explained more time is needed
because staff is working with other funding partners (UTW Rolla West, the hospital) on
how it can be funded. After some discussion, the Council consensus was to have staff
bring back the issue in February with the scope of work, study costs, and the funding
mechanisms for the study.

JANUARY 5, 2015

I.A.3.
VII. CLAIMS and/or FISCAL TRANSACTIONS

(A) Motion Awarding Bid for New Vibratory Soil Compactor: Public Works Director Steve Hargis reported bids were received for a planned replacement of a 1996 Caterpillar compactor. He told the Council the low bid was received from Crown Power & Equipment for a 2015 Case at $67,950 with trade-in. However, Mr. Hargis said staff is recommending the bid be awarded to the second low bid from The Victor L. Phillips Co. for a 2015 Dynapac for $73,217 with trade-in. Mr. Hargis explained the Case unit is new to the market, no existing units could be found in Missouri, and there is no track record for the City to inspect. He added Dynapac is a well-established company with many units in service.

A motion was made by Williams and seconded by Sawyer to award the bid for the vibratory compactor to the second low bidder, The Victor L. Phillips Co. for a 2015 Dynapac CA1500D for a total, with trade-in, of $73,217. A voice vote on the motion showed twelve ayes, zero nays, and zero absent. Motion carried.

(B) Motion Awarding Bid for Horizontal Auto-Tie Baler: Environmental Services Director Brady Wilson recommended the purchase of a 2015 Max-Pak, HOE-4860-308AR, horizontal, open-ended auto-tie baler from DeHart Recycling Equipment, Hazelwood, MO for $126,638 with a $20,000 trade-in. He noted this is not the low bid, but stated he felt it is the best bid for the City for a variety of reasons, which he outlined in his agenda memorandum. Additionally, Mr. Wilson said his department does not have any familiarity with the Summit brand, which is the low bid from Nisely Brothers, Inc., Hutchinson, Kansas, and is unable to locate anyone in the region that does. By their own admission, Mr. Wilson indicated they are trying to get a foothold in the Midwest market and they largely do business in the northwest.

A motion was made by Williams and seconded by Eudaly to award the bid for one horizontal auto-tie baler to DeHart Recycling Equipment, Hazelwood, MO for a 2015 Max-Pak, HOE-4860-308AR for $126,638 with trade-in. A voice vote on the motion showed twelve ayes, zero nays, and zero absent. Motion carried.

VIII. CITIZEN COMMUNICATION

(A) Open Citizen Communication: Mayor Magdits opened the floor to anyone wishing to address the Council.

JANUARY 5, 2015
COUNCIL MEETING MINUTES
JANUARY 5, 2015
PAGE 5

VIII. CITIZEN COMMUNICATION (continued)

(A) Open Citizen Communication (continued): (1) Mr. Craig Montgomery, Fidelity Communications, indicated he was asked by City Administrator John Butz to address the Council regarding channel changes at Fidelity.

Mr. Montgomery explained that due to some pending increases in programming carriage fees, Fidelity has had to drop KRCG (Jefferson City), KSPR (Springfield), and KOLR (Springfield). He said Fidelity is cautiously optimistic they will be able to reach an agreement with KRCG to put them back on the system. Mr. Montgomery told the Council Rolla is in the middle of three large designated market areas (DMA) as far as carriage of television stations. He explained Rolla is in the St. Louis DMA, bordering the Springfield DMA, and the Jefferson City/Columbia DMA. For that reason, Fidelity has the rare instance of having more than one CBS, ABC, and NBC channel. Mr. Montgomery informed the Council that Fidelity must pay large sums of money to put channels on a cable system and having multiple market feeds is cost prohibitive. He told the Council Fidelity is not leaving these spaces blank, but is adding MeTV (a channel provided through KMOV) and, My Network TV (a Fox affiliate).

No one else present addressed the Council.

IX. MAYOR/CITY COUNCIL COMMENTS

(A) Huffman Trailer Court Cleanup: Councilwoman Eudaly thanked Ms. Michelle Broxton and her crew for the work they did in cleaning up the Huffman Trailer Park. She indicated it is looking much better.

X. COMMENTS FOR THE GOOD OF THE ORDER

None.

XI. CLOSED SESSION

None.

JANUARY 5, 2015
XII. ADJOURNMENT

Having no further business, the meeting adjourned at 8:20 p.m.

Minutes respectfully submitted by City Clerk Carol Daniels.

______________________________  ______________________________
CITY CLERK                      MAYOR
ROLLA CITY COUNCIL MEETING MINUTES
TUESDAY, JANUARY 20, 2015; 6:30 P.M.
ROLLA CITY HALL COUNCIL CHAMBERS
901 NORTH ELM STREET

Presiding: Mayor Louis J. Magdits, IV

Council Members in Attendance: Jonathan Hines, Greg Sawyer, Matthew Miller, Kelly Long, Susan J. Eudaly, Don Morris, Stephen Bowles, Jim Williams, and Brian Woolley

Council Members Absent: Monty Jordan, Tony Bahr, and Walt Bowe

Department Directors in Attendance: Public Works Director Steve Hargis, Fire Chief Robert Williams, Environmental Services Director Brady Wilson, Interim Police Chief Rick Williams, Community Development Director John Petersen, and Finance Director Steffanie Rogers

Other City Officials in Attendance: City Administrator John Butz, City Counselor Carolyn Buschjost, and City Clerk Carol Daniels

Mayor Magdits called the meeting to order at approximately 6:30 p.m. and asked Councilwoman Sue Eudaly to lead in the Pledge of Allegiance.

I. PUBLIC HEARINGS

None.

II. SPECIAL PRESENTATIONS

(A) Third Quarter 2014 Tourism Report: Rolla Area Chamber of Commerce Executive Director Stevie Kearse provided an overview of the Third Quarter 2014 (July through September 2014) Tourism Report. Following her report, she entertained questions from the Council.

III. OLD BUSINESS

None.

JANUARY 20, 2015
IV. NEW BUSINESS

(A) New Police Chief Profile/Advertisement: City Administrator John Butz reported the Police Chief Search Committee held its first meeting in December 2014. During that meeting, the Committee decided to survey Rolla Police Department employees as well as City Council members and Department Directors. Mr. Butz referred the Council to the compilation of the surveys, included in the agenda packets. He said some of this information was incorporated into the Police Chief’s profile, which will be used in advertising the position. Mr. Butz said the position will be advertised for about a six to eight week period and the Committee decided to keep the position open until filled. He added the current salary range for this position is $57,000 to $75,000.

(B) Motion Approving Animal Shelter Development/Fund Raising Committee: City Administrator John Butz recalled the animal shelter feasibility study was conducted in September 2014, which identified a 5,600 square foot facility with a $2 million price tag. While the City received a generous donation from Mr. Bob Eck and his estate of over $400,000, in access of $1.6 to $1.8 million will need to be raised for both the construction and operating costs. Mr. Butz outlined the names of the individuals who are volunteering to serve on the fundraising committee. He said the process could take eighteen to twenty-four months. Mr. Butz asked the Council to consider a motion to officially form the committee. After a brief discussion, a motion was made by Long and seconded by Sawyer to officially approve the animal shelter fundraising strategy committee as submitted. A voice vote on the motion showed nine ayes, zero nays, and three absent. Motion carried.

V. CLAIMS and/or FISCAL TRANSACTIONS

(A) Motion Approving the Surplus Sold Assets Through GovDeals: City Administrator John Butz recalled when the Council initially gave staff the authority to sell items on GovDeals.com, staff agreed to periodically submit a report to the Council. He referred the Council to the sold asset listing for the period July 2014 through December 2014. A motion was made by Williams and seconded by Eudaly to approve the surplus sold asset list through GovDeals.com from July through December 2014. A voice vote on the motion showed nine ayes, zero nays, and three absent. Motion carried.

(B) Motion Awarding Bid for Two Dump Trucks: Public Works Director Steve Hargis explained the agenda packets contain the information from the Missouri State bid for dump trucks. He said staff is requesting to be able to participate in the cooperative purchase through the Missouri Department of Transportation (MoDOT) for two dump
V. CLAIMS and/or FISCAL TRANSACTIONS (continued)

(B) Motion Awarding Bid for Two Dump Trucks (continued): trucks. Mr. Hargis indicated the purchase price each for the dump trucks would be $140,508.47. One truck would be for the Street Department and the other for the Sewer Department. Mr. Hargis explained staff plans to lease/purchase the Street Department dump truck along with the roller, which was approved during the Council’s last meeting. The Sewer Department dump truck would be purchased from existing revenues. After some discussion, a motion was made by Williams and seconded by Bowles to authorize the purchase of two dump trucks from Vanguard Truck Center, St. Louis, Missouri for $140,508.47 each. A voice vote on the motion showed nine ayes, zero nays, and three absent. Motion carried.

VI. MAYOR/CITY COUNCIL COMMENTS

None.

VII. CITIZEN COMMUNICATION

(A) Open Citizen Communication: Mayor Magdits opened the floor to anyone wishing to address the Council. No one present responded.

VIII. COMMENTS FOR THE GOOD OF THE ORDER

(A) Phelps County Extension Election: Mayor Magdits noted the 2015 election for the University of Missouri Extension Council would be held from Monday, January 26 until Friday, January 30, 2015. He encouraged everyone to vote.

(B) City Engineer Darin Pryor: Public Works Director Steve Hargis introduced City Engineer Darin Pryor to the Council. He said Mr. Pryor was an engineer at the Missouri Department of Transportation (MoDOT) for the past ten years. Additionally, he is a Missouri S&T graduate and grew up in the Salem, Missouri area.

IX. CLOSED SESSION

A motion was made by Williams and seconded by Eudaly to adjourn into Closed Session pursuant to RSMo. 610.021 to discuss real estate and personnel. A roll call vote on the
IX. CLOSED SESSION (continued)

motion showed the following: Ayes: Eudaly, Bowles, Williams, Hines, Woolley, Long, Sawyer, Morris, and Miller. Nays: None. Absent; Jordan, Bahr, and Bowe. Motion carried.

IX. CLOSED SESSION (continued)

The Council adjourned into Closed Session at approximately 6:59 p.m.

X. CLOSED SESSION ACTION

The Council reconvened into open session at approximately 7:51 p.m.

City Counselor Carolyn Buschjost reported the Council met in Closed Session and discussed two real estate matters of which no final action was taken.

The Council also discussed a personnel matter and the Council approved the employee’s evaluation as well as the merit adjustment retroactive to January 1, 2015.

XI. ADJOURNMENT

Having no further business, the meeting adjourned at 7:51 p.m.

Minutes respectfully submitted by City Clerk Carol Daniels.

____________________   __________________
CITY CLERK               MAYOR

JANUARY 20, 2015
### Local Benchmarks

**County Per Capita Income**

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Quick review of 2014 Prospects and Projects

Please refer to hand out to be given out at meeting.
2014 saw the completion of the Brewer Science facility at Rolla Airport Industrial Park.

Mo-Sci Precision Materials opened its new doors, supply raw material to Mo Sci and other bio glass companies across the country.
64%
of the technology and advanced manufacturing companies
in the state of Missouri
are located along the I-44 corridor.

Of the state's 114 counties, the 12 (plus the city of St. Louis) that constitute
the TECH 44 Corridor is home to:
• 44% of Missouri's manufacturing companies and employees
• 83% of all the transportation companies, employing 43% of all
  transportation employees, are within those parameters.

Lunna Sowers, Exec. Director of Tech 44 continues to grow the
program initiated by the RREC.

New website will launch in February,
featuring easier to locate
information and a more regional
perspective.
Also—a new logo that
has the capability of
being more closely
associated with city, county and Chamber
## THE CENTRE
### FY-15 FINANCIAL ANALYSIS

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Page 1 of 2
# THE CENTRE
## FY-15 FINANCIAL ANALYSIS

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| **Total Operating Revenues** | 71,146.05 | 69,450.81 | 80,005.50 | 78,700.11 | 89,366.73 | 79,406.00 | 130,371.54 | 123,192.00 | 229,637.99 |
| **Total Operating Expenses** | 46,436.05 | 48,278.57 | 58,094.25 | 102,188.54 | 96,275.34 | 96,124.25 | 113,333.12 | 100,685.75 | 286,480.46 |
| **Operating Revenues Over Expe** | (25,310.00) | (17,827.76) | (18,088.75) | (24,488.43) | (6,888.51) | (16,718.25) | (17,038.42) | (22,506.25) | (67,022.47) |
| **Operating Recapture Rate** | 73.76% | 79.57% | 81.56% | 78.04% | 92.84% | 82.81% | 115.56% | 122.35% | 85.37% |
| **Operating Recapture Rate** | 73.79% | 80.44% | - | 76.04% | 92.84% | - | 117.23% | - | 81.47%

| **OTHER REVENUES**           |        |        |        |        |        |        |        |        |        |
| Sales Tax                    | 143,977.42 | 1,181.21 | - | 169,562.12 | - | 147,838.84 | - | 292,055.53 | 1,181.21 |
| Reimbursement/Donations      | -      | 989.79 | - | -      | -      | -      | -      | -      | 989.79 |
| Interest Income              | 1,576.27 | 752.03 | 342.00 | 1,901.71 | 342.00 | 1,885.40 | 5,016.00 | 2,681.65 | 2,881.65 |
| Miscellaneous                | -      | -      | - | -      | -      | -      | -      | -      | -      |
| Contribution to General Fund | -      | -      | - | (28,250.00) | (23,725.00) | - | - | - | - |
| **Total Other Revenues**     | 146,553.69 | 2,903.03 | 342.00 | 145,213.83 | - | (23,383.00) | 149,724.24 | 5,016.00 | 295,987.62 |

| **CAPITAL EXPENSES**         |        |        |        |        |        |        |        |        |        |
| Equipment                    | 905.76 | 321.70 | 3,225.00 | 4,089.07 | 388.22 | 35,475.00 | 2,534.37 | - | 1,758.18 |
| Vehicles                     | -      | -      | - | -      | -      | -      | -      | - | 729.78 |
| Building & Grounds           | 4.28 | -      | - | 9,698.19 | 1,577.42 | - | 1,818.67 | - | 51.58 |
| **Total Capital Expenses**   | 910.04 | 321.70 | 3,225.00 | 13,787.26 | 1,956.54 | 35,475.00 | 4,353.04 | - | 1,809.78 |

| **Total Revenues (operating + other)** | 216,699.74 | 72,353.84 | 80,347.50 | 145,213.83 | 89,386.73 | 56,023.00 | 280,695.78 | 128,208.00 | 525,426.62 |
| **Total Expenses (operating + capital)** | 97,366.09 | 87,600.27 | 101,319.25 | 91,487.37 | 98,240.98 | 131,599.25 | 117,686.16 | 100,685.75 | 283,270.22 |
| **Total Revenues Over Expenses** | 119,333.65 | (15,246.43) | (20,971.75) | 53,726.46 | (8,854.25) | (75,576.25) | 163,009.62 | 27,522.28 | 237,155.30 |

| Depreciation Reserve & Equip Replace | $ 2,468,757.51 |    |
| Sales Tax Balance                | $ 1,607,133.78 |    |
| Total Reserve                    | $ 4,075,891.29 |    |

Page 2 of 2
# PARKS

## FY-15 FINANCIAL ANALYSIS

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### Expense

| Personnel             | $0     | $3,329 | $6,152 | $0     | $3,450 | $6,152 | $0     | $7,690 | $0     | $11,060    | $76,900    | $0           |
| Supplies              | $0     | $46    | $100   | $0     | $345   | $160   | $0     | $140    | $0     | $439        | $2,000      | $0           |
| Services              | $0     | $170   | $600   | $0     | $1,805 | $600   | $0     | $650    | $0     | $3,080      | $10,000     | $0           |
| Maintenance           | $0     | $0     | $0     | $0     | $0     | $0     | $0     | $0     | $0     | $0          | $0         | $0           |
| **Total Expenses**    | $0     | $3,545 | $6,852 | $0     | $5,601 | $6,912 | $0     | $8,430  | $0     | $20,479     | $53,900     | $0           |

### FACILITY

| Revenue               | $0     | $0     | $200   | $0     | $159   | $250   | $0     | $250    | $0     | $149        | $2,500      | $0           |
| Reimburse/Donation    | $0     | $1,015 | $725   | $0     | $388   | $1,450 | $0     | $7,250  | $0     | $1,883      | $14,500     | $0           |
| Misc.                 | $0     | $0     | $0     | $0     | $0     | $0     | $0     | $0      | $0     | $0          | $0          | $0           |
| **Total Revenue**     | $0     | $1,015 | $925   | $0     | $228   | $1,700 | $0     | $7,500  | $0     | $1,842      | $17,000     | $0           |

### PARKS

| Charges for Service   | $0     | $2,356 | $2,400 | $0     | $1,550 | $4,125 | $3,200 | $1,385  | $0     | $600        | $6,553      | $6,000       |
| Cemetery Burial Fees  | $2,541 | $1,963 | $1,753 | $0     | $1,994 | $2,034 | $1,880 | $2,666  | $0     | $1,645      | $4,133      | $23,500      |
| Pavilion             | $1,404 | $181   | $0     | $0     | $0     | $200   | $0     | $1,000  | $0     | $1,404      | $486        | $2,000       |
| Maintenance           | $50    | $15    | $0     | $55    | $25    | $0     | $60    | $0      | $225   | $175        | $4,500      | $0           |
| **Total Revenue**     | $6,219 | $5,171 | $6,600 | $4,185 | $4,150 | $6,200 | $7,525 | $4,200  | $14,292 | $12,806     | $42,500     | $0           |

### SPLASHZONE

| Revenue               | $30,152| $21,396| $13,152| $30,587| $21,225| $13,152| $29,770| $16,440 | $91,908 | $88,600     | $164,400    | $0           |
| Reimburse/Donation    | $2,541 | $1,963 | $1,753 | $1,994 | $2,034 | $1,880 | $2,666 | $1,645  | $4,133 | $23,500     | $0          | $0           |
| Services              | $7,700 | $725   | $1,848 | $1,963 | $563   | $1,848 | $7,776 | $1,846  | $10,218 | $1,333      | $46,200     | $0           |
| Maintenance           | $1,320 | $1    | $1,525 | $1,507 | $977   | $1,525 | $4,747 | $2,440  | $12,990 | $3,771      | $26,500     | $0           |
| **Total Expenses**    | $46,713| $25,384| $17,700| $36,141| $24,799| $18,408| $44,959| $22,373 | $121,851| $79,121     | $264,600    | $0           |

### Expense

| Personnel             | $0     | $0     | $0     | $1,113 | $1,109 | $1,180 | $1,088 | $1,180  | $3,361  | $3,482      | $47,216     | $0           |
| Supplies              | $0     | $0     | $0     | $1,113 | $1,099 | $1,180 | $1,088 | $1,180  | $3,361  | $3,482      | $47,216     | $0           |
| Services              | $0     | $0     | $0     | $1,113 | $1,109 | $1,180 | $1,088 | $1,180  | $3,361  | $3,482      | $47,216     | $0           |
| Maintenance           | $0     | $0     | $0     | $1,113 | $1,099 | $1,180 | $1,088 | $1,180  | $3,361  | $3,482      | $47,216     | $0           |
| **Total Expenses**    | $1,166 | $1,079 | $1,180 | $1,113 | $1,109 | $1,180 | $1,088 | $1,180  | $3,361  | $3,482      | $47,216     | $0           |

### Concession

| Revenue               | $22    | $17    | $0     | $88    | $5     | $0     | $564   | $0      | $110    | $83         | $68,700     | $0           |
| Reimburse/Donation    | $22    | $17    | $0     | $88    | $5     | $0     | $564   | $0      | $110    | $83         | $68,700     | $0           |

Page 1 of 2
## PARKS
### FY-15 FINANCIAL ANALYSIS

<table>
<thead>
<tr>
<th><strong>OUTDOOR REC</strong></th>
<th><strong>Revenue</strong></th>
<th><strong>$</strong></th>
<th><strong>$</strong></th>
<th><strong>$</strong></th>
<th><strong>$</strong></th>
<th><strong>$</strong></th>
<th><strong>$</strong></th>
<th><strong>$</strong></th>
<th><strong>$</strong></th>
<th><strong>$</strong></th>
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<tbody>
<tr>
<td>Reimburse/Donation</td>
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<td>$0</td>
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<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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<td>$0</td>
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<td>$0</td>
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<td><strong>Total Revenue</strong></td>
<td>$387</td>
<td>$2,195</td>
<td>$309</td>
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<td>$0</td>
<td>$11,973</td>
<td>$10,127</td>
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| **Expense** | **Personnel** | $4,438 | $3,995 | $5,249 | $4,510 | $4,116 | $5,240 | $4,845 | $5,240 | $13,934 | $14,773 | $74,800 |
| Supply | $15 | $630 | $374 | $0 | $1,042 | $374 | $39 | $374 | $2,582 | $2,123 | $18,700 |
| Services | $300 | $549 | $9 | $350 | $118 | $0 | $0 | $0 | $731 | $702 | $17,400 |
| Maintenance | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $600 |
| **Total Expenses** | $4,784 | $5,117 | $5,614 | $4,860 | $5,276 | $5,614 | $4,884 | $5,614 | $17,187 | $17,698 | $111,460 |

| **TAXES** | **Real Estate Taxes** | $870 | $835 | $1,160 | $40,239 | $93,501 | $53,360 | $179,476 | $164,720 | $41,413 | $64,886 | $232,000 |
| Penalty & Interest-Taxes | $202 | $201 | $0 | $293 | $112 | $0 | $0 | $0 | $220 | $200 | $200,000 |
| **Tax Revenue** | $1,072 | $836 | $1,160 | $40,532 | $93,513 | $53,360 | $179,476 | $164,720 | $41,633 | $64,886 | $232,000 |

| **MISC** | **Transfer To/From Cemetery** | $122 | $120 | $132 | $122 | $132 | $122 | $132 | $132 | $122 | $122 |
| Transfer To/From General Fund | $0 | $0 | $0 | $0 | $55,000 | $55,000 | $60,000 | $60,000 | $60,000 | $60,000 | $60,000 |
| Interest Income | $0 | $22 | $0 | $0 | $0 | $0 | $0 | $0 | $22 | $157 | $157 |
| Sale of Property | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| **Misc. Revenue** | $122 | $150 | $132 | $55,000 | $55,013 | $53,360 | $179,476 | $164,720 | $41,633 | $64,886 | $232,000 |

| **CAPITAL EXPENSES** | **Equipment** | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| Vehicle | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 |
| Building & Grounds | $0 | $546 | $0 | $546 | $546 | $546 | $546 | $546 | $0 | $1,013 | $5,000 |
| **Capital Expenses** | $0 | $546 | $0 | $546 | $546 | $546 | $546 | $546 | $0 | $1,013 | $30,000 |

| **Operating Revenue** | $6,628 | $8,299 | $7,822 | $4,713 | $5,159 | $8,200 | $6,812 | $6,886 |
| Operating Expenses | $3,684 | $3,275 | $3,198 | $3,845 | $4,046 | $3,177 | $1,461 | $1,773 |
| **Operating Recapture Rate** | 12% | 21% | 21% | 11% | 13% | 21% | 18.54% | 18.56% |
| **Total Revenues (operating + other)** | $7,413 | $9,445 | $7,845 | $4,713 | $5,159 | $10,595 | $109,471 | $169,275 | $123,900 | $90,183 | $547,200 |
| **Total Expenses (operating + capital)** | $46,713 | $9,360 | $17,720 | $36,141 | $40,424 | $18,900 | $44,984 | $142,487 |
Parks & Recreation Commission
Meeting Minutes

December 17, 2014 6:30 p.m.
The Centre, Conference Room

Members Present: Dan Cavender, Paul Joyner, Bill Moorkamp, Larry Thomas, and ex-officio member Scott Caron.
Members Absent: Sharon Clayton, Dennis Goodman, Lynn McFarland and Ex-officio members Mayor Lou Magdits and John Butz.
Others Present: None.

1. Call to Order: Dr. Moorkamp called the meeting to order 6:36 p.m.
2. Citizen Comments:
   - Mr. McFarland, by email, had a member ask about having member forum meetings. Mr. Caron suggested hosting them twice a year. This year may be different with the Park Sales Tax in April. Plan to host one in February and one in March.
3. Approval of Minutes:
   - Motion was made by Mr. Thomas to approve the minutes of November 19, 2014 meeting. Mr. Cavender seconded the motion and the motion was unanimously approved.
4. Director’s Report:
   - Dave Johnson, Parks Foreman, is retiring December 19. This position will remain unfilled pending the outcome of the April election.
   - Flyers were distributed December 8 to Rolla & St. James schools to market the January and February youth programs. The Winter Fun Times brochure went to the printer December 1. It should be in homes the week of Dec. 15.
   - Staff is working on an annual report. The budget is prepared annually provides information about the financial operations but it does not present the entire story of what the department has achieved over the past year. Much of what has been accomplished over the past year has a tremendous benefit to the community and that story needs to be told.
   - The UV system for the pool has a small drip. The seal has a crack in it and the replacement kit was on backorder but has since been received. Staff will replace over the next week.
   - Picture in the Pool for November was “The Croods.” There were 34 in attendance. The December movie is Frozen on December 12.
   - Session 3 of swimming lessons has finished. A new session will not begin until after the first of the year. Private lessons will continue through December though.
   - Water Fitness holds challenges throughout the year to provide incentive and competition for losing or maintaining weight. November was “No Candy with stretch and/or crunches.” December is a challenge that funds a charity.
   - Boy Scout Troop 81 came on November 15, with 10 scouts working on Water Safety items and swim tests for Badges.
   - In November there were 5 burials and 1 lot sold.

IV. Adj.
• In November, a total of 86 group fitness classes were offered. Total attendance for the month was 753 for an average of nearly 9 participants in each class. The goal is to average 10.
• Personal trainers spent 171.5 hours with clients in November. There were 10 New Member Fitness Consultations and 3 for the Youth Fitness Orientation. Ask the Trainer had 7 participants.
• Of the 1,788 hours open in November 291.75 of the hours were reserved in the meeting rooms (16.3%). The Activity Room had a utilization of 35.7%. Eugene Northern was available a total of 420 hours. 151.5 hours were utilized for a 36% utilization rate. Of the available birthday party slots (24) 11 were utilized for the month or 45.83% utilization.
• In 2013, there were 104 Leaf pickups which totaled $5,950. The fee was increased to $75 for 2014. Staff collected 79 this year for $7,950. Each of the pickups consist of at least 1 hour which includes time on-site as well as travel to dump the leaves. This service requires a minimum of 4 staff.
• The holiday recreation volleyball league will end December 18. The deadline for the next league is January 12. The competitive league is moving to Monday nights to see if more teams will play. The recreation league will be played Thursdays.
• The deadline for the indoor soccer league is January 12. This program will be Sunday afternoons.
• Judo continues on Saturday mornings and Monday evenings. There were 10 students enrolled in November. Karate classes continue to meet Tuesday and Thursday evenings. There were 15 students in the November class.
• Adding a Jr. Hoops program for children ages 6 & 7. This will start at the end of January. The girls 7th/8th grade basketball league will start mid-January.
• There were 8 people at the November drop-in. This is a nice increase from the last time it was offered. The next Pickleball drop-in will be Wednesday, December 17. With increased participation, some type of league or more formal program will be introduced.
• Starting offered monthly Fencing classes in December. Will continue to market this program and hope it will gain interest in January.
• Christmas Ornament Crochet was held December 8-17 with 4 enrolled. Puzzle Ball Crochet was held December 9-18 with 4 enrolled. A number of beginning crochet, sewing and quilting classes are being offered in January.
• A new set of craft classes will start in January. These will be offered to children ages 5-14. Those include paper mache’, puppet making, basic sewing and art work using colors and shapes.
• Unfortunately, special events offered in December were all canceled due to lack of enrollment.
• Enrollment for the After School Program is steady at 28 participants. Last month, staff provided care for children the day before and after Thanksgiving, 8 to 12 children utilized the service. New this year is Christmas Camp which is all day child care surrounding the holidays, parents may drop their children off as early as 7:30 and pick them up no later than 5:30. The fee for week one is $75, week 2 is $100. The program will allow a drop in at the rate of $30 per child. Thus far we have three children enrolled.

IV. C. 2.
• Home School P.E. attendance is down with 111 participants on December 9. Supplemental classes include, crocheting, swim lessons, and chess.
• Youth programs are finishing up over the next week, and will start back up in January once kids return to school. Programs include Pom Dance, Cool Creations, Tumbling, Little Tykes t-Ball, and Lego 101.
• Membership increased slightly from October to November. Total membership is 1,580 for a total of 3,432 members. Historically membership has declined from October to November so any gain at this time is welcome. December is typically slower as well.
• Membership is split nearly evenly between Couples (25%), Adults (24%) and Families (23%) with the remaining Seniors and Students.
• The average daily attendance in November was 458. The peak attendance day was November 19 with 624 patrons. The total attendance of 13,269 is higher than the 5 year average by 2%.
• Through the first 2 months of the fiscal year the Centre recapture rate is 111%. November has not been closed though, so additional expenses may be incurred.
• The increase in membership has also seen an increase in pass revenue for the past 2 months. Programs continue to do well.
• Overall Parks revenue increased slightly compared to last year, however this time of the year the revenue is limited. The main emphasis for Parks is and will continue to be expenses as the fiscal year continues.

5. Park Sales Tax – Proposition P.
• Mr. Caron presented the ordinance calling for an April 2015 Park Sales Tax Election. Much of the ordinance remains the same as presented in August as a parks-only sales tax.
• Motion was made by Mr. Cavender to endorse Proposition P. Mr. Joyner seconded the motion and the motion was unanimously approved.

6. Athletic Facility Rental Fees.
• Mr. Caron presented a draft of youth sports field agreement. The agreement was developed in place of charging youth for field reservations.
• After discussion, Mr. Caron will circulate to City Council for review prior to presenting for approval. Mr. Caron will also survey Missouri communities for similar agreements. The consensus is the agreement is necessary however concerned about the timing of implementing fees.

7. Adopt A Park
• Mr. Caron presented a draft of the Adopt A Park program. Maintenance needs to be clarified as probably do not want citizens attempting to repair playgrounds.
• Mr. Caron will revise the document and distribute to the City Attorney and insurance carrier for review.

8. Committee Members’ Communication.
• None.

9. Adjournment: Having no further business the meeting was adjourned at 7:27 pm.

Scott Caron, Recreation Center Director, prepared the minutes.
## MATERIALS COLLECTED & SHIPPED
### FROM RECYCLING CENTER
(Based on Calendar Year)

<table>
<thead>
<tr>
<th>Material</th>
<th>Dec 2014</th>
<th>Nov 2014</th>
<th>Dec 2013</th>
<th>Year-to-Date 2014</th>
<th>Year-to-Date 2013</th>
<th>Yearly Total 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cardboard</td>
<td>112.5 ton</td>
<td>106.8 ton</td>
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<td>1,500.9 ton</td>
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<tr>
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<td><strong>266.1 ton</strong></td>
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### SERVICES PROVIDED

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<th>Year-to-Date 2014</th>
<th>Year-to-Date 2013</th>
<th>Yearly Total 2013</th>
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<td>Special Pick-ups</td>
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### DISPOSAL TONNAGE
(Sanitation Division)

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<th>Dec 2013</th>
<th>Year-to-Date 2014</th>
<th>Year-to-Date 2013</th>
<th>Yearly Total 2013</th>
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City of Rolla Fire & Rescue

January Monthly Report

Incidents by Month

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<tbody>
<tr>
<td>January</td>
<td>66</td>
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Time of Day Responses - January 1st - January 29th

- Midnight - 6 a.m.: 4
- 6 a.m. - Noon: 19
- Noon - 6 p.m.: 24
- 6 p.m. - Midnight: 19

Incidents January 1st - January 29th

- Fire: 32
- Rescue/EMS: 6
- Hazardous Condition: 5
- Service Call: 8
- False Alarms: 13
- Good Intent: 1

IV. E. 1
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<td>Accident Injury</td>
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<td>Accident No Injury</td>
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<td>Accident Private Property</td>
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<td>Alarm LE</td>
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<td>Drive While Intoxicated</td>
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Total 2520
December 2014

Part I Crimes

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### ANIMAL CONTROL MONTHLY TOTALS

**December 2014**

#### ANIMALS IMPOUNDED

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<th>Feline</th>
<th>Other Domestic</th>
<th>Wildlife</th>
<th>Monthly Total</th>
<th>YTD Total</th>
<th>2013 YTD Total</th>
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#### ANIMAL DISPOSITION

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<th>Wildlife</th>
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<th>2013 YTD Total</th>
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#### ADDITIONAL STATISTICS

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<td>96.14%</td>
<td>94.08%</td>
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<td>76.71%</td>
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IV. G.
### ANIMAL CONTROL MONTHLY TOTALS
#### END OF YEAR REPORT FOR 2014

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<td>96.30%</td>
<td>94.16%</td>
<td>93.68%</td>
<td>76.12%</td>
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<td>9</td>
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<td>14</td>
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<tr>
<td>Citations</td>
<td>23</td>
<td>53</td>
<td>34</td>
<td>24</td>
</tr>
<tr>
<td>Total Incinerator Hours</td>
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**IV. G. 2.**
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<td>1,137.28</td>
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<td>59.06</td>
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<td></td>
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<td>162.00</td>
<td>162.00</td>
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<td>314.00</td>
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<td>325.50</td>
<td>318.50</td>
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<td>3,056.50</td>
<td>2,930.00</td>
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<td>Fine - Highway</td>
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<td></td>
<td>61.50</td>
<td>8,895.00</td>
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<td><strong>5,870.00</strong></td>
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</table>

No exceptions noted

*Information Displayed Per User Security Authorization*
*Confidential - For Court Use Only*
BANK NAME: First Community National Bank - Rolla
BANK ACCOUNT NUMBER: 0299537

**OTHER GENERAL LEDGER ACCOUNTS**

<table>
<thead>
<tr>
<th>ACCOUNT NO./DESCRIPTION</th>
<th>BALANCE</th>
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<tbody>
<tr>
<td>5002 Clerk Fee-Municipal</td>
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<tr>
<td>5008 Court Automation</td>
<td>1,116.56</td>
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<tr>
<td>5010 Board Bill-DFT</td>
<td>1,347.00</td>
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<td>59.06</td>
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<td>5020 Law Enf Arrest-Local</td>
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<td>159.50</td>
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<tr>
<td>5032 Dom Viol - Muni</td>
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<tr>
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<tr>
<td>5041 Fine - Highway</td>
<td>8,833.50</td>
</tr>
<tr>
<td>5042 Parking Penalties</td>
<td>2,330.00</td>
</tr>
<tr>
<td>8202 Bond-Forfeited</td>
<td>250.00</td>
</tr>
</tbody>
</table>

**TOTAL OTHER GENERAL LEDGER ACCOUNTS**

20,871.50

---

**NOTE**

The data under the columns headed RECEIPT NO. and RECEIPT DATE show data as of the last activity date and not, necessarily, as of the AS OF DATE of the report. The data under the column headed AMOUNT is as of the AS OF DATE of the report.

*Account data reported is based upon the As of Date entered by the user. This report may not reflect the current status of Open Items Accounts.*

*Confidential - For Court Use Only*
FINANCIAL STATEMENT  
NOVEMBER 2014

RECEIPTS:
Electric, Water, Tax, Sewer and Refuse Charge $2,052,279.39
Accounts Receivable - Miscellaneous $36,635.50
Customer's Deposits - Refundable $25,930.00
Misc Non-Operating Revenue $13,202.25
Total Receipts $2,126,047.14

Super-Now Account Interest (October 31, 2014) $95.94
Money Market Account Interest (October 31, 2014) $8,729.71
Electronic Payment Account Interest (October 31, 2014) $47.38
Public Utility Cash In Bank (October 31, 2014) $23,895,920.82
Total Receipts and Cash in Bank $26,032,840.99

DISBURSEMENTS:
Power Purchased $1,022,424.91
Operating Expenses $84,269.86
Administrative and General Expenses $126,176.92
Payroll $144,291.58
Electric and Water Capital Expenditures $89,273.69
Stock Purchases (Inventory) $2,199.50
Balance of Customer's Deposits after Finals $41,499.20
Medical, Dental, Vision and Life Insurance Paid by Employees $16,898.68
U.S. Withholding Tax $23,480.17
Missouri Dept. of Revenue (Sales Tax) $39,772.71
Missouri Dept. of Revenue (Income Tax) $8,379.00
 Phelps County Bank (Social Security) $30,894.28
Sewer Service Charge $275,342.38
Refuse Service Charge $160,166.82
Purchase U.S. Treasury Bill / Certificates of Deposit $0.00
Unclaimed Deposits $0.00
PILOT to City of Rolla $129,186.06
Standpipes Lease/Purchase $70,077.70
Electric Power Supply Infrastructure Lease/Purchase $90,810.24
Insurance Reimburseable $0.00
Primacy Fees $0.00
Void Checks $0.00
Total Disbursements $2,954,735.02

Cash in Bank (November 30, 2014) $23,078,105.97
Total Disbursements and Cash In Bank $26,032,840.99

BALANCE OF OTHER FUNDS:

PUBLIC UTILITY ACCOUNTS:
Central Federal Savings & Loan, Check #1107 for $310.14 $9,000.00
Citizens Bank of Newburg, Check #1107 for $981.29 $2,000.00
 Phelps Co Bank-Electronic Payment Account, Check #1051 for $128,128.83 $22,350.45
 Phelps Co Bank-Money Market $3,375,367.69
 Phelps Co Bank-Super Now, Checks #22060 thru #22144 for $2,954,735.02 $2,884,966.30
Town & Country Bank, Check #1197 for $594.02 $2,000.00
 Regions Bank, Check #1189 for $794.37 $2,000.00
Total Public Utility Accounts $6,290,772.97

ELECTRIC RESERVES:
Certificates of Deposit $0.00
Money Market Account $14,293,087.00
U.S. Treasury Bills $0.00
Total Electric Reserves $14,293,087.00

WATER RESERVES:
Certificates of Deposit $0.00
Money Market Account $2,494,266.00
U.S. Treasury Bills $0.00
Total Water Reserves $2,494,266.00

TOTAL RESERVES: $16,787,333.00

TOTAL PUBLIC UTILITY ACCOUNTS AND RESERVES: $23,078,105.97
## STATISTICS
### NOVEMBER 2014

### PRODUCTION
- **Date of Demand**: 11/18/2014
- **Time of Demand**: 07:15 AM
- **Scada Demand**: 59,740.0
- **kWh Purchased**: 27,036,298
- **Total Cost**: $2,035,701.52 *
- **Cost per kWh**: 0.075295 *
- **Load Factor**: 62.6%

- **Pumped #2 Well**: 8,780,000
- **Pumped #3 Well**: 0
- **Pumped #4 Well**: 2,387,000
- **Pumped #5 Well**: 2,469,000
- **Pumped #6 Well**: 3,474,000
- **Pumped #7 Well**: 3,607,000
- **Pumped #8 Well**: 1,806,000
- **Pumped #9 Well**: 3,686,000
- **Pumped #10 Well**: 3,630,000
- **Pumped #11 Well**: 5,493,000
- **Pumped #12 Well**: 3,018,000
- **Pumped #13 Well**: 5,509,000
- **Pumped #14 Well**: 9,929,000
- **Pumped #15 Well**: 4,411,000
- **Pumped #16 Well**: 4,176,000
- **Pumped #17 Well**: 3,778,000
- **Pumped #1 Ind Park Well**: 4,199,000
- **Pumped #2 Ind Park Well**: 2,672,000
- **Total Gallons**: 73,020,000

### ELECTRIC SALES
- **Residential kWh**: 7,324,716
- **Commercial - Single Phase kWh**: 1,326,270
- **Commercial - Three Phase kWh**: 2,484,737
- **Power Service kWh**: 6,849,120
- **Industrial kWh**: 4,681,600
- **Area/Street Lighting kWh**: 92,178
- **Rental Lights kWh**: 94,626
- **Total kWh Sold**: 22,833,247
- **Demand kW**: 26,302
- **Revenue**: $2,174,329.92
- **Monthly Loss**: 15.55%
- **Fiscal Year to Date Loss**: 10.52%

### WATER SALES
- **Residential Gallons**: 30,961,000
- **Commercial - Single Phase Gallons**: 6,099,000
- **Commercial - Three Phase Gallons**: 4,024,000
- **Power Service Gallons**: 10,653,000
- **Industrial Gallons**: 134,000
- **Missouri S&T Gallons**: 3,864,000
- **PWSD #2 Gallons**: 1,460,000
- **Total Gallons Sold**: 57,195,000
- **Revenue**: $239,214.73
- **Pumping Cost, Electric**: $27,806.78
- **Monthly Unidentified Loss**: 17.26% **
- **Fiscal Year to Date Unidentified Loss**: 10.78% ***

### METERS IN SERVICE
<table>
<thead>
<tr>
<th>Electric</th>
<th>Water</th>
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</thead>
<tbody>
<tr>
<td>Residential</td>
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<tr>
<td>Commercial - Single Phase</td>
<td>962</td>
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<tr>
<td>Commercial - Three Phase</td>
<td>455</td>
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<td>Power Service</td>
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<td>Industrial</td>
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<td>Area/Street Lighting</td>
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<td>Missouri S&amp;T</td>
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<td>PWSD #2</td>
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<tr>
<td><strong>Total</strong></td>
<td>9,313</td>
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</table>

- * Energy losses are not included in this statistic and are estimated at an additional 12%.
- ** Loss includes 3,207,200 gallons per water main flushing records.
- *** FY loss includes 8,010,8000 gallons per water main flushing records.
FINANCIAL STATEMENT
DECEMBER 2014

RECEIPTS:
Electric, Water, Tax, Sewer and Refuse Charge $3,307,541.81
Accounts Receivable - Miscellaneous $35,260.01
Customer's Deposits - Refundable $47,668.00
Misc Non-Operating Revenue $4,873.31
Total Receipts $3,385,243.13

Super-Now Account Interest (November 30, 2014) $88.13
Money Market Account Interest (November 30, 2014) $8,451.76
Electronic Payment Account Interest (November 30, 2014) $28.96
Public Utility Cash In Bank (November 30, 2014) $23,078,105.97
Total Receipts and Cash In Bank $26,571,917.95

DISBURSEMENTS:
Power Purchased $1,066,968.43
Operating Expenses $70,125.69
Administrative and General Expenses $136,621.07
Payroll $144,660.19
Electric and Water Capital Expenditures $7,713.02
Stock Purchases (Inventory) $2,880.00
Balance of Customer's Deposits after Final $30,039.92
Medical, Dental, Vision and Life Insurance Paid by Employees $17,912.66
U.S. Withholding Tax $23,726.06
Missouri Dept. of Revenue (Sales Tax) $40,942.35
Missouri Dept. of Revenue (Income Tax) $8,472.00
Phelps County Bank (Social Security) $30,941.12
Sewer Service Charge $273,965.98
Refuse Service Charge $160,420.64
Purchase U.S. Treasury Bill / Certificates of Deposit $0.00
Unclaimed Deposits $0.00
PILOT to City of Rolla $111,892.53
Standpipes Lease/Purchase $4,991.25
Electric Power Supply Infrastructure Lease/Purchase $90,819.35
Insurance Reimbursable $0.00
Primacy Fees $0.00
Void Checks: $0.00
Total Disbursements $3,152,790.65

Cash in Bank (December 31, 2014) $23,419,127.10
Total Disbursements and Cash in Bank $26,571,917.95

BALANCE OF OTHER FUNDS:

PUBLIC UTILITY ACCOUNTS:
Central Federal Savings & Loan, Check #1188 for $3,531.00 $2,299.15
Citizens Bank of Newburg, Check #1188 for $1,394.47 $2,000.00
Phelps Co Bank-Electronic Payment Account, Check #1052 for $186,235.27 $23,352.78
Phelps Co Bank-Money Market $3,383,819.45
Phelps Co Bank-Super Now, Checks #22145 thru #22233 for $3,152,790.85 $3,215,671.99
Town & Country Bank, Check #1190 for $2,655.18 $2,450.73
Regions Bank, Check #1190 for $885.58 $2,000.00
Total Public Utility Accounts $6,631,794.10

ELECTRIC RESERVES:
Certificates of Deposit $0.00
Money Market Account $14,233,067.00
U.S. Treasury Bills $0.00
Total Electric Reserves $14,233,067.00

WATER RESERVES:
Certificates of Deposit $0.00
Money Market Account $2,494,266.00
U.S. Treasury Bills $0.00
Total Water Reserves $2,494,266.00

TOTAL RESERVES:
$18,727,333.00

TOTAL PUBLIC UTILITY ACCOUNTS AND RESERVES:
$23,419,127.10
STATISTICS
DECEMBER 2014

PRODUCTION
Date of Demand 12/31/2014
Time of Demand 08:30 AM
Scada Demand 54,380.0
KWh Purchased 29,271,585
Total Cost $2,057,239.11 *
Cost per kWh 0.070281 *
Load Factor 71.5%

Pumped #2 Well 7,411,000
Pumped #3 Well 0
Pumped #4 Well 578,000
Pumped #5 Well 2,167,000
Pumped #6 Well 2,791,000
Pumped #7 Well 2,634,000
Pumped #8 Well 1,181,000
Pumped #9 Well 2,205,000
Pumped #10 Well 2,857,000
Pumped #11 Well 4,021,000
Pumped #12 Well 2,121,000
Pumped #13 Well 4,535,000
Pumped #14 Well 0,309,000
Pumped #15 Well 2,462,000
Pumped #16 Well 4,040,000
Pumped #17 Well 3,701,000
Pumped #1 Ind Park Well 2,251,000
Pumped #2 Ind Park Well 1,723,000
Total Gallons 54,987,000

ELECTRIC SALES
Residential kWh 9,607,367
Commercial - Single Phase kWh 1,418,976
Commercial - Three Phase kWh 2,273,801
Power Service kWh 5,987,140
Industrial kWh 4,252,600
Areal/Street Lighting kWh 72,972
Rental Lights kWh 96,374
Total kWh Sold 23,709,230
Demand kW 26,219
Revenue $2,279,439.56
Monthly Loss 19.00%
Fiscal Year to Date Loss 13.70%

WATER SALES
Residential Gallons 23,967,000
Commercial - Single Phase Gallons 4,349,000
Commercial - Three Phase Gallons 3,241,000
Power Service Gallons 6,876,000
Industrial Gallons 139,000
Missouri S&T Gallons 2,575,000
PWSD #2 Gallons 1,119,000
Total Gallons Sold 42,266,000
Revenue $195,236.25
Pumping Cost, Electric $23,192.14
Monthly Unidentified Loss 18.61% **
Fiscal Year to Date Unidentified Loss 13.00% ***

METERS IN SERVICE
Electric Water
Residential 7,725 6,287
Commercial - Single Phase 959 509
Commercial - Three Phase 456 246
Power Service 129 123
Industrial 6 1
Areal/Street Lighting 41 7
Missouri S&T 5
PWSD #2 416
Total 9,316 7,594

Sewer Service Charge $205,867.82
Refuse Service Charge $159,169.12
Gross Payroll $206,719.69

* Energy losses are not included in this statistic and are estimated at an additional 12%.
** Loss includes 2,488,600 gallons per water main flushing records.
*** FY loss includes 11,499,400 gallons per water main flushing records.
# OPERATION MANAGER’S REPORT

## ELECTRIC DEPARTMENT

<table>
<thead>
<tr>
<th>Project</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>(E2) Ily Point Industrial Park</td>
<td>34kV system upgrades; (2) reclosers, replace poles, and static wire installation. Started, July 16, 2014. Ongoing.</td>
</tr>
<tr>
<td>(E7) Keaton Road</td>
<td>New single-phase overhead distribution system; (4) poles, 500’ project length. Started, December 1, 2014. Completed, December 11, 2014.</td>
</tr>
<tr>
<td>(E10) 103-113 West 16th Street (new townhouses)</td>
<td>Transformer, service and meter installation. Completed, December 15, 2014.</td>
</tr>
</tbody>
</table>

## WATER DEPARTMENT

<table>
<thead>
<tr>
<th>Project</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>(W1) Arkansas Avenue, from Iowa Street to Holloway Street</td>
<td>Replace existing 10” ductile iron with 8” C900 plastic; installed 20 ft 6” PVC; 300 ft 8” PVC; 20 ft 12” PVC; 20 ft 16” PVC; (1) fire hydrant. Started, October 20, 2014. Completed, November 25, 2014.</td>
</tr>
</tbody>
</table>

[Signature]
REGULAR SESSION - November 25, 2014
~ Meeting was held in the Board Room at RMU's Tucker Professional Center at 4:30 p.m. ~

The meeting was called to order at 4:33 p.m. by Rolla Board of Public Works ("RBPW" or "Board") President Nick Barrack presiding. The following were present:

Board members:
- Vice President Albert Crump Jr.
- Secretary Matthew Z. Williams
- Vice Secretary Dr. Wm. E. Showalter

RMU Staff:
- General Manager Rodney P. Bourne, P.E.
- Operations Manager Tom Parker
- Business/Finance Manager Dennis Roberts
- Staff Engineer Vicki Cason, P.E.

Minutes submitted, according to Agenda, by RMU's Executive Administrative Assistant, Susan Watkins.

* * * * *

I. APPROVAL OF MINUTES
Showalter made a motion, seconded by Williams, that October 28 and November 6, 2014 Board meeting minutes be approved as presented. Motion passed unanimously.

II. CITIZEN COMMUNICATION (None)

III. SPECIAL PRESENTATION
M.C. Power's Loren Williamson, Senior VP of Project Development, spoke to the Board regarding their interest on a solar project in Rolla. They are currently looking for a site of approximately 14 acres. The secure site would hold approximately 10,500 solar panels and produce 3.23MW.

M.C. Power developed, installed and commissioned a 3.23MW solar farm for the City of Butler, Missouri. This was their pilot project. Currently, M.C. Power is constructing a 3.23MW solar project in Macon, Missouri, with final approvals pending for the same in Trenton, Missouri. M.C. Power was contracted to build the 6.5MW solar project for City Utilities in Springfield, Missouri.

Once a site is located, Rolla City Council would need to authorize a multi-year contract with an ordinance supporting House Bill 142 which would exclude the entity from taxes for a period of 25 years. The solar project would be of no cost to the City of Rolla, and M.C. Power would pay $9,200 in PILOT each year. The project requires RMU to have a 12kV line in reasonable proximity to the site. Two (2) meters would be onsite, with one for redundancy. MoPEP would be required to purchase the power that is produced by the solar farm. After seven years, MoPEP would have the option to purchase the farm from M.C. Power.

IV. STAFF REPORTS
A. BUSINESS/FINANCE MANAGER'S REPORT (D. Roberts)
1. a. Roberts reviewed the Statement of Income & Expenses report for September 2014 (Period 13). The year-end adjustments totaled <$17,906.83>. The Year-to-Date Net Loss (Period 13) totaled <$97,999.15>. Roberts stated there would be no other audit entries. The auditors are scheduled to present the FY14 audit to the Board at their next regular meeting.

b. From the Statement of Income & Expenses report for October 2014, Roberts reported the following comparisons:
   - October 2014 and October 2013:
     - Total Operating Revenues increased $779; Purchased Power expense decreased $38,101; Total Operating Expenses decreased $54,370; resulting in an Operating Loss of <$111,958.12>, a decrease of $55,149.
     - Total for Other Income & Expense increased $19,191. Net Loss for October 2014 was <$53,414.92>, a decrease of $74,340 from October 2013.

2. Roberts presented RMU's Financial Statement, Statistics report, and the Disbursement Summary for October 2014 which included the following public utility account checks and transfers:
   - Phelps Co Bank - Super Now, Checks #21987-22059
   - Phelps Co Bank - Electronic Pmt Acct, Check #1050
   - Central Federal Savings & Loan, Check #1186
   - Citizens Bank, Check #1186
   - Regions Bank, Check #1188
   - Town & Country Bank, Check #1186

IV. J. 4.
Crump made a motion, seconded by Williams, the reports be approved as presented and forwarded to the City. Motion passed unanimously.

B. STAFF ENGINEER’S REPORT  (V. Cason)
1. Updates on Contract Work. GTC (Gray Trucking Company) Site Work, LLC should start saw cutting on November 28th and begin water service line replacement on December 1st. Completion of the project should be within the requested time.

C. OPERATION MANAGER’S REPORT  (T. Parker)
1. Updated the Board on the following:
   a. Current RMU projects
      ELECTRIC DEPARTMENT -
      (E2) Hy Point Industrial Park. 34kV system upgrades; (2) reclosers, replace poles, and static wire installation. Started July 16, 2014. Ongoing.

      POWER PRODUCTION -

      WATER DEPARTMENT -
      (W1) Arkansas Avenue, from Iowa Street to Holloway Street. Replace existing 10” ductile iron with 8” C905 plastic. Started, October 20, 2014. Ongoing.

      MISCELLANEOUS -
      (1) RMU Standpipe Inspections. Remove from service, clean and inspect; Lanning, Nagogami, McCutchen, South Rolla, and Hy Point Standpipes. Started, October 6, 2014. Completed November 9th.
      (4) RMU Personnel. Line Foreman Eric Lonning was promoted to Operations Foreman, effective November 26, 2014.
      (5) Street Repairs for RMU Water Projects. Pine Street from 12th to 14th Streets and 12th Street from Pine to Holloway Streets. 17,092.5 sq. ft. @ $1.70 sq. ft. Parker stated the lower cost was less than the ($2.26/sq. ft) minimum on the contract with the City. Total cost of $29,057.25.

V. OLD BUSINESS  (None)

VI. NEW BUSINESS
Parker stated that the following Request for Bids (RFB)’s are for annual material orders to use for water projects in FY15.
1. RFB #15-100W  Water Supplies
   Water & Sewer Supply $170,726.41
   HD Supply Water Works 175,609.88
   Ferguson Enterprises 178,935.88
   Harry Cooper Supply Co Did not meet bid
   Schulte Supply Late bid

Staff recommended low bidder Water & Sewer Supply. Williams made a motion, seconded by Crump, that a purchase order be issued to Water & Sewer Supply in the amount of $170,726.41. Motion passed unanimously.
2. **RFB #15-101W** Fire Hydrants
   - Water & Sewer Supply $21,290.40
   - HD Supply Water Works 22,858.98
   - Ferguson Enterprises 23,933.61
   - Waterwork Specialties 24,821.28
   - Schulte Supply Late bid

Staff recommended low bidder Water & Sewer Supply. Crump made a motion, seconded by Showalter, that a purchase order be issued to Water & Sewer Supply in the amount of $21,290.40. Motion passed unanimously.

After a brief discussion, Barrack made a motion, seconded by Showalter, to support the Solar Project discussed under "III. Special Presentation". Motion passed unanimously.

Williams made a motion, seconded by Crump, that the Board adjourn to Executive Session to discuss personnel issues in accordance with RSMo (Supp. 1997) Section 610.021(3). Roll call vote was taken at 5:20 p.m. Votes: Barrack, yes; Crump, yes; Williams, yes; Showalter, yes.

### VII. EXECUTIVE SESSION

Crump made a motion, seconded by Showalter, that the meeting return to open session. Rolla call vote at 5:26 p.m.: Barrack, yes; Crump, yes; Williams, yes; Showalter, yes.

(OPEN SESSION)

In open session, Bourne reported that during Executive Session, the Board discussed personnel, with action taken.

### VIII. ADJOURNMENT

With no further business appearing, Crump made a motion, seconded by Showalter, to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 5:28 p.m.

Nicholas Barrack, President
Matthew Z. Williams, Secretary

The Board's next meeting is scheduled for Tuesday, January 27, 2014 at 4:30 p.m.
CITY OF ROLLA
CITY COUNCIL AGENDA

DEPARTMENT HEAD: Scott Caron, ACTION REQUESTED: Motion
Parks and Recreation Director
ITEM/SUBJECT: Celebration of Nations Street Closing

BUDGET APPROPRIATION (IF APPLICABLE) $0          DATE: February 2, 2015

* * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * *

COMMENTARY:

Celebration of Nations has become an annual event sponsored by Missouri University of Science and Technology. The event began in 2010 as a way of celebrating the cultural diversity of the University as well as educating local residents about various countries. The event has grown each year and features a parade, a talent show, live music and dance and festival featuring ethnic foods, arts, crafts and displays. Organizers encourage community participation by visiting the schools and promoting a scavenger hunt in local businesses.

The 2015 event is scheduled for last weekend in September and will once again take place at the Downtown Bandshell.

- Friday, September 25 – 5:30pm in the parking lots around City Hall close for set up.
- Saturday, September 26
  - 6am parking lots around City Hall closed including by PCB
  - 7:30am vendor set up
  - 11am parade begins (map attached) – rolling street closures
  - 4pm event ends

Prior to the event all departments meet with Celebration of Nation representatives to review and coordinate parking lot and street closures and other services required. The facilities have been reserved and an invoice will be sent once approved.

Staff recommends closing the streets and parking lots for Celebration of Nations.
Celebration of Nations Parade Route

- Start at Twelfth St
- Line-up at Eleventh St
- Tenth St
- Ninth St
- Eighth St
- Seventh St
- Sixth St
- Fifth St
- Fourth St
- Third St
- Second St
- First St
- End at Band Shell

September 26th
Parade starts at 11:00 AM
CITY OF ROLLA  
CITY COUNCIL AGENDA

DEPARTMENT HEAD: Scott Caron, ACTION REQUESTED: Motion  
Parks and Recreation Director  
ITEM/SUBJECT: Adopt A Park Program

BUDGET APPROPRIATION (IF APPLICABLE) $0  
DATE: February 2, 2015

*****************************************************

COMMENTARY:

The Parks Department has used a variety of ways to maintain parks. The primary source of work 
and mowing has been seasonal and full-time staff. Prisoners were introduced to supplement 
certain areas with mowing and weedeating. Service and university organizations have assisted in 
cleaning streams and picking up trash in parks. Residents have mowed areas adjacent to their 
property.

All of these groups have worked together to maintain over 320 acres of City-owned property with 
the bulk of the time spent mowing. Due to the reduction in the Parks budget and staff, 
maintenance has been reduced over the past 10 years. Although some of the reduction has been 
minimal such as raising mower height and reducing frequency, eliminating maintenance 
altogether in certain areas is on the horizon.

One of the ways to reduce the impact is to provide a means for residents and organizations to 
"adopt" parks or areas within parks. Staff has been working on an Adopt-A-Park program to 
formalize assisting with park maintenance. Adopt-A-Park programs can be successful with 
proper expectations, support and enthusiasm. Attached is the program staff has developed.

Typically Adopt-A-Park programs are focused on clean up and beautification. This program 
addresses these but also relies on residents and organizations to mow areas.

Staff recommends a motion to approve the Adopt A Park program subject to legal/MIRMA 
review.

ITEM NO. VI.B.2
City of Rolla
Parks and Recreation Department
Adopt-A-Park Program

The purpose of the Adopt-A-Park program is to provide volunteer opportunities and community support for litter prevention, park maintenance and park beautification. It is based on the premise that citizens can make a real difference in ensuring that every park is clean, safe, and well maintained. By adopting a park, volunteers can make a difference in the way our parks look and function. Please contact the Parks and Recreation Director to determine what park locations are available and suitable for applicants.

Steps to Adopt-A-Park

1. Contact the Parks and Recreation Director that your group/organization would like to adopt a park.
2. Select an eligible neighborhood park.
3. Complete the Adopt-A-Park Application and return it to the Parks Department office.
4. Identify an Adopt-A-Park Coordinator to serve as the primary point of contact.
5. With the assistance of the Parks and Recreation Director conduct a park assessment to identify the scope of work and to identify possible projects to be completed within the park.

Coordinators’ Responsibilities

1. Recruit volunteers for the Adopt-A-Park program.
2. Schedule and plan periodic workdays (no less than quarterly). Inform the Director of Parks of the schedule.
3. Obtain necessary materials and tools from the Parks Department when appropriate. After assessing the needs of the adopted park, you may need to obtain materials (i.e. garbage bags, paint, paint brushes, rakes). The Parks Department may supply these materials but volunteers are encouraged to use their own equipment.
4. Review safety guidelines below with all participants.
5. Have each participant sign waivers of liability.

Safety Guidelines

1. Wear sunscreen and a hat for sun protection.
2. Wear gloves at all times during cleanup.
3. Drink water/hydrating beverages often. Avoid caffeinated drinks. Alcohol and all other impairing substances are strictly prohibited and volunteers may not be under the influence while volunteering.
4. Boots or sturdy closed-toe shoes are recommended (no open-toed sandals)
5. Be cautious when working around construction debris, steep slopes and sharp rocks.
6. Immediately report potentially unsafe or dangerous situations to the Adopt-A-Park Coordinator.
7. Properly use all safety equipment and perform the work in a safe, responsible, and professional manner.
The Rolla Parks Department appreciates your involvement and your commitment to improve our parks. As an Adopt-A-Park group you will be presented with a special Adopt-A-Park certificate. A sign will also be placed in the park recognizing your group as an Adopt-A-Park participant following a successful six month orientation. As an Adopt-A-Park group, you will have pride knowing that you care enough about Rolla’s park system to make a personal commitment to preserve and improve it.

For more information contact:

Scott Caron
Parks and Recreation Director
573-341-2386
scaron@rollacity.org
Adopt A Park Application

Name of the ORGANIZATION/INDIVIDUAL: _______________________________________

Primary Contact to serve as Adopt A Park Coordinator: _____________________________

Street Address: _______________________________________________________________

City: ______________ State: ___________ Zip: _______

Telephone (day): __________________________ (night): _____________________________

E-mail: _________________________________________________________________

Park Requested: ____________________________________________________________
Specific Location within the Park (if necessary): ________________________________

The City has the sole responsibility in determining whether an application is rejected or accepted
and whether a park will or will not be available for adoption; and

The ORGANIZATION/INDIVIDUAL hereby certifies the following information is true and accurate
to the best of his or her knowledge and if he or she has submitted any false statements of a
material fact or have practiced or attempted to practice any fraud or deception, the City may
refuse to grant the request to participate in the program.

The contact shall be a responsible adult over the age of 21. Members of the organization must
be 10 years of age or older and shall have a responsible adult over the age of 21 present during
park activities. An ORGANIZATION/INDIVIDUAL will not be approved to participate in the
program if they have been convicted of, or pled guilty or no contest to a violent criminal activity,
unless 10 years have passed since completion of the latest incarceration, probation or parole for
violent criminal activity.
City of Rolla  
Adopt A Park Program

MEMORANDUM OF UNDERSTANDING FOR AN INDIVIDUAL OR ORGANIZATION

This Memorandum of Understanding (M.O.U.) is made by and between the City of Rolla (CITY) and________________________(Organization/Individual) for the Adopt A Park/Planter Program________________________________(adopted site). The specific terms of this M.O.U. pertain to the services provided by ORGANIZATION/INDIVIDUAL at the adopted site entered into this_____________day of______________20______, and to be renewed annually on January 1 if both parties so choose.

I. **Hour, Dates and Service Description**

ORGANIZATION/INDIVIDUAL shall provide weekly litter pickup and weeding at the adopted site. Cleanup shall include picking up and depositing the **following items** in the litter receptacles on site or other designated location:

1. Green waste
2. Paper
3. Cans
4. Animal waste
5. Unbroken glass (broken glass is to be removed at the discretion of the supervisor)
6. Other garbage

ORGANIZATION/INDIVIDUAL not responsible for removing the **following items**:

1. Tree limbs
2. Dead animals
3. Bags of refuse dumped at adopted site
4. Furniture dumped at adopted site

ORGANIZATION/INDIVIDUAL shall

1. Report Park hazards such as damaged playground equipment, fencing, etc.
2. Rake leaves
3. Pull weeds
4. Sweep courts and pathways
5. Clean and rake children’s play areas

ORGANIZATION/INDIVIDUAL may mow, weed eat and/or trim a designated area. ORGANIZATION/INDIVIDUAL will provide the equipment. The grass height will be determined by the Parks and Recreation Director.

ORGANIZATION/INDIVIDUAL may provide graffiti removal services by cleaning or painting all surfaces as necessary. CITY will furnish all paint to perform graffiti removal.
ORGANIZATION/INDIVIDUAL may perform planting of trees, shrubs and flowers. A plan shall be approved by the Parks and Recreation Director prior to planting. Plants growing at intersections should be no more than 30” inches in height so they do not obstruct traffic. Spots should be kept litter free as possible. Flowerbeds should be kept weeded at all times by the volunteers. Trees, shrubs or any other living plants shall not be removed unless approved by the Parks and Recreation Director.

ORGANIZATION/INDIVIDUAL is not allowed to use power tools including, but not limited to, lawn mowers, tractors, or chain saws in performing services outlined in this M.O.U.

II. Recycling
The CITY would like to promote the recycling efforts of participating ORGANIZATIONS/INDIVIDUALS. ORGANIZATIONS/INDIVIDUALS who adopt sites are encouraged to recycle aluminum, glass, and paper products collected during litter pickup.

III. Supervisory Personnel
ORGANIZATION/INDIVIDUAL shall provide the Parks and Recreation Department, with the name and contact information of the person responsible for that ORGANIZATION/INDIVIDUAL. If working alone, you must always let the Volunteer Supervisor know your location. This person shall be responsible for being present or affiliated with ORGANIZATION/INDIVIDUAL and shall be a responsible adult over the age of 21.

IV. Signage
Active Program volunteers receive an official certificate of adoption and an adoption sign posted at their site after 40 hours of reported service. The CITY shall post the adopted park/planter with an appropriate sign designating the name of the ORGANIZATION/INDIVIDUAL participating at the site.

V. Release, Waiver Indemnity
The CITY shall not be liable at any time for loss, damages, or injury to the person or property of any person at any time, occasioned by or arising out of any act or omission of ORGANIZATION/INDIVIDUAL, except that caused by the sole negligent act or omission of the CITY, its officers, agents or employees.

ORGANIZATION/INDIVIDUAL shall release, indemnify and hold harmless and defend CITY, its officers, agents, and employees, from and against any and all claims, demands, loss, or liability of any kind or nature which CITY, its officers, agents, employees or any other person may sustain or incur or imposed upon them or any of them for injury to, or death of, persons, or damage to property arising out of or in any manner connected with the negligence or lack of care of ORGANIZATION/INDIVIDUAL, its officers, agents, employees, or members through the participation in the Adopt A Park Program. Organization’s staff and volunteers are not eligible to receive and are not covered by Worker’s Compensation from the CITY through their participation in the Adopt A Park Program. The undersigned agrees that the contents of this Section V shall be binding upon his/her heirs, executors, assignees, and administrators.
ORGANIZATION/INDIVIDUAL shall be solely responsible for the means and methods to be utilized in the Adopt a Park Program and shall supervise and direct the efforts of its volunteers. CITY personnel will be available to provide guidance (if necessary) but (except as provided herein) will not supervise, direct or control the conduct of performance by ORGANIZATION/INDIVIDUAL or its volunteers.

This release, waiver, and indemnity language shall survive ORGANIZATION’S/INDIVIDUAL’S participation in the Adopt A Park Program.

If this M.O.U. is signed by an ORGANIZATION, the ORGANIZATION shall be responsible for requiring that each individual participant whether an agent, employee or volunteer of ORGANIZATION sign a Release, Waiver and Indemnity Agreement in the same form as that in this Section V.

VI. Non-Performance of Services
Failure to perform the obligation as set forth in the M.O.U. in a satisfactory manner may result in the ORGANIZATION/INDIVIDUAL not being allowed to participate in future Adopt A Park /Planter programs.

VII. Cancellation
This M.O.U. will remain in effect indefinitely unless terminated by either party upon thirty (30) days written notice to either party to so terminate.

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<th>Name of Organization</th>
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**Adopt A Park**  
**Volunteer Time Log**

**ORGANIZATION/INDIVIDUAL** Contact Name: ____________

Phone: _____________________________________________

E-mail: ______________________________________________

Location: ___________________________________________

Within 24 hours after a volunteer work session, please fill out and return to Parks and Recreation Director at frontdesk@rollacity.org, 1200 Holloway St, PO Box 979, Rolla Parks Department, 65402  (573)341-2386.

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<tr>
<th>Volunteer Work Session Date</th>
<th>Activity Performed</th>
<th>Number of Volunteers</th>
<th>Start Time</th>
<th>End Time</th>
<th>Total Hours</th>
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*Number of Volunteers X Hours Worked*
Adopt A Park  
Individual Release & Waiver Indemnity

The CITY shall not be liable at any time for loss, damages, or injury to the person or property of any person at any time, occasioned by or arising out of any act or omission of INDIVIDUAL, except that caused by the sole negligent act or omission of the CITY, its officers, agents or employees.

INDIVIDUAL shall release, indemnify and hold harmless, and defend CITY, its officers, agents, and employees, from and against any and all claims, demands, loss, or liability of any kind or nature which CITY, its officers, agents, employees or any other person may sustain or incur or imposed upon them or any of them for injury to, or death of, persons, or damage to property arising out of or in any manner connected with the negligence or lack of care of INDIVIDUAL, its officers, agents, employees, or members through the participation in the Adopt A Park Program. Organization’s staff and volunteers are not eligible to receive and are not covered by Worker’s Compensation from the CITY through their participation in the Adopt A Park Program. The undersigned agrees that the contents of this Section V shall be binding upon his/her heirs, executors, assignees, and administrators.

INDIVIDUAL shall be solely responsible for the means and methods to be utilized in the Adopt a Park Program and shall supervise and direct the efforts of its volunteers. CITY personnel will be available to provide guidance (if necessary) but (except as provided herein) will not supervise, direct or control the conduct of performance by INDIVIDUAL or its volunteers.

This release, waiver, and indemnity language shall survive INDIVIDUAL’S participation in the Adopt A Park Program.

Name: __________________________________________

Signature: _________________________________________

Date: ____________________________________________
The City of Rolla participates in a bi-annual citizen attitude survey (AKA Direction Finder) that identifies the strengths, weaknesses and needs of a wide variety of basic City services. For the last 12 years “flow of traffic/congestion management” has been identified as one of the top two needs that should receive the most emphasis by the City. As congestion has been an issue for decades in Rolla in 2002 MoDOT completed an Environmental Impact Report on the Hwy 63 By-pass study that identified a variety of options for improved traffic flow on Hwy 63, Hwy 72, Kingshighway and I-44. More recently the City has advanced a development vision of 1,000+ acres to the north and west of Rolla, “Rolla West” which would only further impact traffic flow in the Community. It has long been suggested that substantial transportation improvements would be needed to adequately move customers and freight to and from the core of Rolla to new growth corridors. Those transportation linkages have become even more critical with recent developments at S&T (Tech Park and Master Plan) and PCRMC (Delbert Day Cancer Institute and internal growth).

In the spring of 2014 the City solicited proposals for potential development of the Rolla West corridor and selected UTW Rolla, LLC as “preferred developer”. UTW has been quietly pursuing retail opportunities but quickly recognized the challenges of convincing retailers that the local market could conveniently access a new retail corridor relying solely on Kingshighway and I-44. The City, working with the University, MoDOT, PCRMC and UTW, began a series of discussions on the need for a thorough analysis of traffic patterns – primarily with the goal of enhancing connectivity for all modes of transportation (i.e. vehicles, bicycles and pedestrians).

Evaluating the current flow (destination studies) and the forecasted flow of vehicles on primary routes is going to require significant analysis to truly evaluate alternatives and options and to identify potential project costs. The City and key community institutions have consulted with HNTB, the firm that performed both the initial Hwy 63 Bypass Study and the Rolla West Master Plan, to perform a critical review of the primary transportation system. The cost of performing same is just under $150,000. We are in the unique position of tying current and active major expansions and/or master plans of PCRMC, S&T, UTW and the City with this effort.

We believe it is critical that the key community institutions serve as active partners in this effort; consequently, we are proposing that we split the cost of this study. Assuming that the analyses supports the major transportation improvements envisioned the City may consider formation of a Transportation Development District (TDD) that would provide a mechanism for paying for the improvements over many years. Approval of a TDD would provide reimbursement for any expenses incurred in the planning phase including the cost of this study.

Recommendation: 1st Reading
ORDINANCE NO._________

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI A CERTAIN AGREEMENT WITH HNTB, 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 a certain Agreement with HNTB, Inc., to provide professional services in developing a Westside Transportation Strategy, a copy of said agreement being attached hereto and marked Exhibit A.


APPROVED:

________________________________________
Mayor

ATTEST:

________________________________________
City Clerk

APPROVED AS TO FORM:

________________________________________
City Counselor
AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is entered into between the CITY OF ROLLA, MISSOURI (Owner) and HNTB CORPORATION (HNTB), for the following reasons:

1. Owner intends to develop a Westside Transportation Master Plan (the Project); and,
2. Owner requires certain professional engineering and planning services in connection with the Project (the Services); and,
3. HNTB is prepared to provide the Services.

In consideration of the promises contained in this Agreement, Owner and HNTB agree as follows:

ARTICLE 1 - EFFECTIVE DATE
The effective date of this Agreement shall be __________.

ARTICLE 2 - GOVERNING LAW
This Agreement shall be governed by the laws of the State of Missouri.

ARTICLE 3 - SCOPE OF SERVICES
HNTB shall provide the Services described in Attachment A, Scope of Services.

ARTICLE 4 - SCHEDULE
HNTB shall exercise its reasonable efforts to perform the Services described in Attachment A according to the Schedule set forth in Attachment B.

ARTICLE 5 - COMPENSATION
A. Owner shall pay HNTB in accordance with Attachment C, Compensation. Notwithstanding anything to the contrary contained herein or in the Compensation attachment, HNTB may alter the compensation distribution between individual phases, tasks or work assignments to be consistent with the Services actually rendered, within the total authorized amount set forth herein.

B. HNTB shall invoice Owner at a minimum on a monthly basis for Services rendered. Invoices shall be due and payable upon receipt. If Owner objects to any invoice submitted by HNTB, Owner shall so advise HNTB in writing giving reasons therefor within seven (7) days of receipt of such invoice. If any invoice submitted by HNTB is disputed by Owner, only that portion so disputed may be withheld from payment at which time Owner shall immediately reimburse HNTB for any outstanding amounts due with respect thereto. HNTB will not be required to revise invoices if total disputed amount is less than 2.5% of total invoice value, and such amounts will be adjusted on next invoice submittal. If no such objection is made, the statement will be considered acceptable to Owner and immediately due and payable.

C. Invoices not paid within 30 days after receipt shall accrue interest at the rate of 1.5% per month (or the maximum rate permitted by law, if less), with payments applied first to accrued interest and then to unpaid principal. Owner shall pay HNTB’s reasonable attorneys’ fees incurred in connection with any litigation instituted to recover invoice amounts. In addition, HNTB shall have the right to suspend Services if Contractor fails to make timely payments 30 days after receipt of invoice.

ARTICLE 6 – CHANGE MANAGEMENT
A. The parties may at any time agree to a written Change Order within the general scope of this Agreement. If any Change Order should result in an increase or decrease in the cost of, or the time required for, performance under this Agreement, or otherwise affects any other provision of this Agreement, an equitable adjustment shall be made in the compensation, delivery schedule, or both if applicable and/or in such other provisions of this Agreement as may be so affected prior to HNTB’s obligation to begin any such changed services. HNTB shall submit written notice of such impacts to Owner. Owner shall take action on such notice within ten (10) days of submittal and a mutually agreed upon Amendment to the Agreement shall be issued in writing executed by both parties prior to HNTB’s performance of such changed services.

B. If HNTB believes Owner has requested out of scope work that is not identified in the Scope of Services, HNTB shall submit a written request for change in writing to Owner outlining the nature of the out-of-scope work involved, the reasons for which HNTB believes additional compensation will or may be due, with a statement of estimated changes in fee or time schedule. Owner shall take action on such request within ten (10) days of submittal and a mutually agreed upon Change Order or Amendment to the Agreement shall be issued in writing executed by both parties prior to HNTB’s performance of such out of scope work.
C. It is the intention of this Article that any notice or claim for out-of-scope work for whatever reason be brought to the attention of Owner at the earliest possible time in order that matters related to any such work can be settled in a prompt manner but in no event later than the time limits set forth in this Article. HNTB shall not be required to perform out-of-scope or Change Order work unless such work and any applicable change has been approved in writing by Change Order or Amendment to this Agreement executed by both parties. 

D. Change Orders and Amendments shall be governed by the terms and conditions of this Agreement unless otherwise expressly set forth therein.

ARTICLE 7 - OWNER'S RESPONSIBILITIES

A. Owner shall be responsible for all matters described in Attachment D, Owner's Responsibilities, if applicable. In addition, Owner shall perform and provide the following in a timely manner so as not to delay the Services of HNTB:

1. Place at HNTB's disposal all available information pertinent to the Project, including previous reports, drawings, specifications or any other data as may be reasonably required by HNTB to perform its Services.

2. Give prompt written notice to HNTB whenever Owner becomes aware of any development that affects the scope or timing of HNTB's Services, or any defect in the Services of HNTB.

3. Advise HNTB of the identity and scope of services of any independent consultants retained by Owner to provide services in regard to the Project.

B. Owner hereby represents that it owns the intellectual property rights in any plans, documents or other materials provided by Owner to HNTB. If Owner does not own the intellectual property rights in such plans, documents or other materials, prior to providing same to HNTB, Owner shall obtain a license or right to use, including the right to sublicense to HNTB. Owner hereby grants HNTB the right to use the intellectual property associated with plans, documents or other materials it owns or has the right to use for the limited purpose of performing the Services. Owner represents that HNTB's use of such documents will not infringe upon any third parties' rights and Owner will indemnify and protect HNTB from any infringement claims arising from HNTB's use of any plans, documents or other materials provided to HNTB in the performance of its Services hereunder.

ARTICLE 8 - STANDARD OF CARE

The same degree of care, skill, and diligence shall be exercised in the performance of the Services as is ordinarily possessed and exercised by a member of the same profession, currently practicing, under similar circumstances. No other warranty, express or implied, is included in this Agreement or in any drawing, specification, report, opinion, or other instrument of service, in any form or media, produced in connection with the Services.

ARTICLE 9 - INDEMNIFICATION AND LIABILITY

A. Having considered the potential liabilities that may exist during the performance of the Services, the relative benefits and risks of the Project and HNTB's fee for the Services, and in consideration of the promises contained in this Agreement, Owner and HNTB agree to allocate and limit such liabilities in accordance with this Article.

B. HNTB agrees to indemnify and hold the Owner harmless from and against legal liability for all judgments, losses, damages, and expenses to the extent such judgments, losses, damages, or expenses are caused by HNTB's negligent acts, errors, or omissions arising out of its performance of the Services. In the event judgments, losses, damages, or expenses are caused by the joint or concurrent negligence of HNTB and Owner, they shall be borne by each party in proportion to its own negligence.

C. To the fullest extent permitted by law, the total aggregate liability of HNTB and its subconsultants to Owner for all judgments, losses, damages, and expenses resulting in any way from the performance of the Services shall not exceed the total compensation actually received by HNTB under this Agreement.

D. To the fullest extent permitted by law, HNTB shall not be liable to Owner for any special, punitive, consequential or indirect damages resulting in any way from the performance of the Services or otherwise arising from this Agreement.

E. The terms and conditions of this Article shall survive completion of the Services, or any termination of this Agreement.

ARTICLE 10 - INSURANCE

A. During the term of this Agreement, HNTB shall maintain the following insurance:

1. Commercial General Liability Insurance, with a limit of $1,000,000 per occurrence and $2,000,000 annual aggregate.
(2) Business Automobile Liability Insurance, with a combined single limit of $1,000,000 for each person and $1,000,000 for each accident.
(3) Workers' Compensation Insurance in accordance with statutory requirements and Employer's Liability Insurance, with a limit of $500,000 for each occurrence.
(4) Professional Liability Insurance, with a limit of $1,000,000 per claim and annual aggregate.

B. HNTB shall, upon written request, furnish Owner certificates of insurance as evidence of compliance with this Article. Owner shall require all Project contractors to include Owner, HNTB, and its parent company, affiliated and subsidiary entities, directors, officers and employees as additional insureds on their Commercial General and Business Automobile Liability insurance policies, and to indemnify both Owner and HNTB, each to the same extent.
C. HNTB and Owner waive all rights against each other and their directors, officers, partners, commissioners, officials, agents, and employees for damages covered by property insurance during and after the completion of the Services. If the Services result in any construction related to the Project, a similar provision shall be incorporated into all construction contracts entered into by Owner and shall protect Owner and HNTB to the same extent.

ARTICLE 11 - LIMITATIONS OF RESPONSIBILITY
A. HNTB shall not be responsible for (1) construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the Project; (2) the failure of any contractor, subcontractor, vendor, or other Project participant, not under contract to HNTB, to fulfill contractual responsibilities to Owner or to comply with federal, state, or local laws, regulations, and codes; or (3) procuring permits, certificates, and licenses required for any construction unless such procurement responsibilities are specifically assigned to HNTB in Attachment A, Scope of Services.
B. In the event the Owner requests HNTB to execute any certificates or other documents, the proposed language of such certificates or documents shall be submitted to HNTB for review at least 15 days prior to the requested date of execution. HNTB shall not be required to execute any certificates or documents that in any way would, in HNTB’s sole judgment, (i) increase HNTB’s legal or contractual obligations or risks; (ii) require knowledge, services or responsibilities beyond the scope of this Agreement; or (iii) result in HNTB having to certify, guarantee or warrant the existence of conditions whose existence HNTB cannot ascertain.

ARTICLE 12 - OPINIONS OF COST AND SCHEDULE
Because HNTB has no control over the cost of labor, materials, or equipment furnished by others, or over the resources provided by others to meet Project schedules, HNTB's opinion of probable costs and of Project schedules, if any, shall be made on the basis of experience and qualifications as a practitioner of its profession. HNTB does not guarantee that quantities, proposals, bids, or actual Project costs will not vary from HNTB's cost estimates or that actual schedules will not vary from HNTB's projected schedules.

ARTICLE 13 - REUSE OF DOCUMENTS
All documents, including, but not limited to, plans, drawings, and specifications prepared by HNTB as deliverables pursuant to the Scope of Services are instruments of service in respect to the Project. They are not intended or represented to be suitable for reuse by Owner or others on modifications or extensions of the Project or on any other project. Any reuse without prior written verification or adaptation by HNTB for the specific purpose intended will be at Owner’s sole risk and without liability or legal exposure to HNTB. Owner shall indemnify and hold harmless HNTB and its subconsultants against all judgments, losses, damages, injuries, and expenses, including reasonable attorneys' fees, arising out of or resulting from such reuse. Any verification or adaptation of documents will entitle HNTB to additional compensation at rates to be agreed upon by Owner and HNTB.

ARTICLE 14 - OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY
Except as otherwise provided herein, documents, drawings, and specifications prepared by HNTB and furnished to Owner shall become the property of Owner, provided, however, that HNTB shall have the unrestricted right to their use. HNTB shall retain its copyright and ownership rights in its design, drawing details, specifications, data bases, computer software, and other proprietary property. Intellectual property developed, utilized, or modified in the performance of the Services shall remain the property of HNTB.

ARTICLE 15 - TERMINATION AND SUSPENSION
A. This Agreement may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement; provided, however, the nonperforming party shall have fourteen (14) calendar days from the receipt of the termination notice to cure
or to submit a plan for cure acceptable to the other party.

B. Owner may terminate or suspend performance of this Agreement for Owner's convenience upon written notice to HNTB. HNTB shall terminate or suspend performance of the Services on a schedule acceptable to Owner, and Owner shall pay HNTB for all the Services performed plus termination or suspension expenses. Upon restart of suspended Services, an equitable adjustment shall be made to HNTB's compensation and the Project schedule. Notwithstanding anything to the contrary contained herein, HNTB shall have the right to reassign staff, whether considered key staff or not, as appropriate to accommodate its business needs if performance hereunder is suspended for a period greater than ninety (90) days. If the original key staff is no longer available upon restart of a period of suspended performance for any reason, HNTB shall, without penalty, be permitted to substitute alternate staff and if requested, will resubmit its schedule of key staff and their qualifications for approval by the Owner, such approval not to be unreasonably withheld.

ARTICLE 16 - DELAY IN PERFORMANCE
A. Neither Owner nor HNTB shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the nonperforming party. For purposes of this Agreement, such circumstances include, but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war, riots, and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage; judicial restraint; and delay in or inability to procure permits, licenses, or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either Owner or HNTB under this Agreement. HNTB shall be granted a reasonable extension of time for any delay in its performance caused by any such circumstances.

B. Should such circumstances occur, the nonperforming party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

ARTICLE 17 - NOTICES
A. Any notice required by this Agreement shall be made in writing to the address specified below:

Owner:

Owner: City of Rolla, Missouri
Attn: Steve Hargis
901 North Elm Street
Rolla, Missouri 65402
Phone: __________________________
Email: __________________________

HNTB: HNTB Corporation
Attn: Kip Strauss
715 Kirk Drive
Kansas City, MO 64105
Phone: 816-527-2289
Email: KipStrauss@HNTB.com

B. Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of Owner and HNTB.

ARTICLE 18 - DISPUTES
A. In the event of a dispute between Owner and HNTB arising out of or related to this Agreement, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. If the parties cannot thereafter resolve the dispute, each party shall nominate a senior officer of its management to meet to resolve the dispute by direct negotiation or mediation.

B. Should such negotiation or mediation fail to resolve the dispute, either party may pursue resolution of the dispute by arbitration in accordance with the Construction Industry Arbitration Rules of the American
Arbitration Association; provided, however, in the event the parties are unable to reach agreement to arbitrate under terms reasonably acceptable to both parties, either party may pursue resolution in any court having jurisdiction.
C. During the pendency of any dispute, the parties shall continue diligently to fulfill their respective obligations hereunder.

ARTICLE 19 - EQUAL EMPLOYMENT OPPORTUNITY
A. HNTB hereby affirms its support of affirmative action and that it is an equal opportunity employer and complies with Title VII of the Civil Rights Act of 1964, and the provisions of the “Equal Opportunity Clause” of Section 202 of Executive Order 11246, as Amended by Executive Order Number 11375; Section 503 of the Rehabilitation Act of 1973; Section 4212 of the Vietnam Era Veterans Readjustment Act of 1974; 41 CFR Part 60, specifically subparts 60-1.4, 60-250.5, 60-300.5, 60-741.2, and 60-741.5; and other applicable regulations and orders of the Department of Labor relating thereto. All such regulations and are incorporated herein by reference and made a part of this Agreement as if set forth in their entirety.
B. HNTB affirms that it shall abide by the requirements of 41 CFR 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, age, height, weight, color, religion, sex (including gender identity), sexual preference/orientation, marital status, citizen status, ancestry, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment qualified individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability. HNTB further affirms its policy to recruit and hire employees without regard to race, age, color, religion, sex, sexual preference/orientation, marital status, citizen status, national origin or ancestry, presence of a disability or status as a Veteran of the Vietnam era or any other legally protected status. It is HNTB’s policy to treat individuals equally with respect to compensation, advancement, promotions, transfers and all other terms and conditions of employment.
C. HNTB further affirms completion of applicable governmental employer information reports including the EEO-1 and VETS-100 reports, and maintenance of a current Affirmative Action Plan as required by Federal regulations.

ARTICLE 20 - WAIVER
A waiver by either Owner or HNTB of any breach of this Agreement shall be in writing. Such a waiver shall not affect the waiving party’s rights with respect to any other or further breach.

ARTICLE 21 - SEVERABILITY
The invalidity, illegality, or unenforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if it did not contain the particular portion or provision held to be void. The parties further agree to amend this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this Article shall not prevent this entire Agreement from being void should a provision which is of the essence of this Agreement be determined void.

ARTICLE 22 - INTEGRATION
This Agreement, including Attachments A, B, C, and D incorporated by this reference, represents the entire and integrated agreement between Owner and HNTB. It supersedes all prior and contemporaneous communications, representations, and agreements, whether oral or written, relating to the subject matter of this Agreement.

ARTICLE 23 - SUCCESSORS AND ASSIGNS
Owner and HNTB each binds itself and its successors, executors, administrators, permitted assigns, legal representatives and, in the case of a partnership, its partners, to the other party to this Agreement and to the successors, executors, administrators, permitted assigns, legal representatives, and partners of such other party in respect to all provisions of this Agreement.

ARTICLE 24 - ASSIGNMENT
Neither Owner nor HNTB shall assign any rights or duties under this Agreement without the prior written consent of the other party, which consent shall not be unreasonably withheld; provided, however, HNTB may
assign its rights to payment without Owner's consent. Unless otherwise stated in the written consent to an assignment, no assignment will release or discharge the assignor from any obligation under this Agreement. Nothing contained in this Article shall prevent HNTB from engaging independent consultants, associates, and subcontractors to assist in the performance of the Services.

ARTICLE 25 - NO THIRD PARTY RIGHTS
The Services provided for in this Agreement are for the sole use and benefit of Owner and HNTB. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than Owner and HNTB.

IN WITNESS WHEREOF, Owner and HNTB have executed this Agreement. The individuals signing this Agreement represent and warrant that they have the power and authority to enter into this Agreement and bind the parties for whom they sign.

City of Rolla, Missouri
(Owner)

Signature: __________________________
Name: __________________________
Title: __________________________
Date: __________________________

HNTB Corporation
(HNTB)

Signature: __________________________
Name: __________________________
Title: __________________________
Date: __________________________
ATTACHMENT C

COMPENSATION

Section 1 - Basis of Compensation

1.1 For performing the Services identified within Attachment A - Scope of Services, the City of Rolla shall pay HNTB a lump sum amount of $140,465.10. HNTB may alter the compensation distribution between individual phases, tasks or work assignments to be consistent with the Services actually rendered, within the total lump sum amount.

1.2 The lump sum includes compensation for the Services, subconsultant costs, if any, and appropriate factors for labor, overhead, profit, and Reimbursable Expenses.
ATTACHMENT D

OWNER'S RESPONSIBILITIES

Owner shall perform and provide the following in a timely manner so as not to delay the Services of HNTB, and HNTB may rely on the accuracy and completeness of the following:

1. Designate in writing a person to act as Owner’s representative, such person to have complete authority to transmit instructions, receive information, and interpret and define Owner’s decisions with respect to HNTB’s Services for the Project.

2. Render decisions and approvals as promptly as necessary to allow for the expeditious performance of HNTB’s Services.

Unless otherwise provided in this Agreement, Owner shall bear all costs incident to compliance with the above items.
Exhibit 1
Westside Transportation Strategy
Scope of Services Outline
HNTB Project No. 63036

PROJECT UNDERSTANDING

This following project develops a transportation strategy for the City of Rolla’s westside. The transportation strategy will be based on the following key elements:

1. Review of the proposed Westside Marketplace Development Plan’s Regional Transportation Plan, submitted by the Westside Marketplace Developer,
2. Westside Transportation Strategy technical analysis, and
3. Core Team, Stakeholder and Public input.

Core Team – City Staff, MoDOT, Phelps County Regional Medical Center and Missouri University of Science and Technology

Stakeholders – Possible stakeholders include but are not limited to: Westside Developer, Mayor, business representatives, property owners, MS&T Student Council, County, EMS/Police, Chamber, Schools, and Utilities

Public – The public will be invited to provide feedback.

The scope of work is anticipated to be performed within nine months. (See Attached Schedule) The fee for the scope of services is $149,465.10 (See Attached Fee)

Two sub-consultants will be part of the HNTB Team.

- INRIX – will provide origin/destination data. Their scope and fee is attached.
- CM Archer Group – will provide local data, engineering costs estimates and local coordination and information. Their scope and fee is attached.

The Westside Transportation study area is shown in the following exhibit. The Study will focus on the primary highway routes of US 63, Kingshighway and Highway 72. A qualitative assessment and trade-offs of other connecting transportation networks will be addressed at a higher level in the report.
The following plans are the basis of the beginning of the transportation strategy.

1. Westside Marketplace Developer Plan's Regional Transportation Plan (Westside Marketplace Developer)

2. Missouri S&T Master Plan
On October 24, 2014, The Core team met to discuss the project needs. The following exhibit is a summary of the identified project needs.
The HNTB Team will assist the City of Rolla in development of a Westside Transportation Strategy. The HNTB Team will provide engineering and planning services to assist the City of Rolla with the project development.

TASK 1 - Initiation
TASK 2 - Analysis
TASK 3 - Alternatives
TASK 4 - Tools and Final Plan Strategy
TASK 5 - Management

SCOPE OF SERVICES

TASK 1 - INITIATION

Purpose – Project start-up, organization/collection of key data and development of the project key issues.

Subtasks –

a) Review of City’s existing GIS information.
   b) Collect data from Core Team where available. (No new field data will be collected by the consultant)

   • Existing right-of-way
   • Historic traffic/bike/pedestrian volumes and characteristics
   • Speed limit
   • Previously completed traffic analyses
   • Accident data
   • Topography
   • Traffic (assumed that MoDOT and the City will provide all mainline and turning movement counts)

   • Planned infrastructure projects
   • Users
   • Right-of-way occupants
   • Comprehensive Plan
   • Local area plans
   • Existing land uses
   • Existing zoning
   • Development proposals
   • Accidents
   • Pedestrian Counts (University students can collect data if needed)

c) A sub-consultant will provide traffic origin-destination data
d) Develop traffic generation for new planned large proposed developments
e) Develop existing and future traffic demand
   • 10-year and 20-year analysis will be performed
   • Future traffic will be developed with a growth rate
f) Review Westside Marketplace Development Plan’s Regional Transportation Plan
Review Hospital Plan, campus plan, EIS recommendations, Tech Park, etc.
Intersections assumed to be analyzed:

1. US 63 and I-44 SB Ramp Terminal
2. US 63 and I-44 NB Ramp Terminal
3. US 63 and University Drive
4. US 63 and 10th Street
5. US 63 and Kingshighway
6. US 63 and Hwy 72
7. University Drive SB Ramp Terminal and I-44
8. University Drive and NB Ramp Terminal and I-44
9. Kingshighway SB Ramp Terminal and I-44
10. Kingshighway NB Ramp Terminal and I-44
11. Kingshighway and Bryant

Deliverable(s) –

1. Origin-destination data results
2. Existing and future traffic demand map

TASK 2 - ANALYSIS

Purpose – Analysis of existing and future key issues to understand the multi-modal needs in the study area.

Subtasks –

a) Build on base mapping.
b) Document existing and future no-build multimodal conditions.
c) Document transportation opportunities and constraints in study area.
   • Multimodal traffic, transit, pedestrian and walkability quality of service
     o Up to 11 key intersections will be analyzed for AM and PM peak hour
       existing and future (2020 and 2040) no-build conditions.
     o Transit, pedestrian and walkability will be a qualitative assessment
   • Safety (high level crash type, severity and location analysis)
   • Access considerations
   • Existing and future land use
   • Environmental fatal flaws
   • Utilities
   • Infrastructure
d) The following meetings will take place on day one in Rolla.

Core Team Meeting #1 – Prepare for and hold a meeting with the City to review key project issues develop vision, goals and objectives and review the existing and future no-build baseline conditions.

Stakeholder Meeting #1 – Prepare for and hold a meeting with stakeholder group to:
  • Listen to Stakeholders on what they want out of a transportation system
  • Develop project vision, goals and measurements.
  • Review existing and future no-build baseline conditions

Public Meeting #1 – Public open house to generate feedback of the baseline condition.

e) The following meeting will take place on day two in Rolla.

Core Team Meeting #2 – Prepare for meeting and hold a meeting with the City to review stakeholder and public meeting feedback and develop conceptual alternatives to test in Task 3.

Deliverable(s) –

1. Transportation opportunities and constraints
2. Meeting summary from core team, stakeholder and public meeting #1 and core team meeting #2

TASK 3 – ALTERNATIVES

Purpose – Evaluate initial alternatives developed in Task 2 with the Core Team and screen down to a preferred alternative through a matrix.

Subtasks –

a) Evaluate multimodal trade-offs of alternatives by mode.
   o Up to 11 key intersections will be analyzed for AM and PM peak hour existing and future build (2020 and 2040) conditions.

b) Develop US 63 multimodal recommendations
c) Develop preliminary costs estimates
d) Develop evaluation matrix
e) Select and refine preferred concept
f) Research the economic impact of complete streets and access management on a community.
g) The following meetings will take place on one day in Rolla.

**Core Team Meeting #3** – Prepare for and hold a meeting to review alternatives evaluation matrix results.

**Stakeholder Meeting #2** – Prepare for and hold a meeting with stakeholder group to:
- Review alternative evaluation results
- Select a preferred alternative
- Refine the preferred alternative

**Public Meeting #2** – Public open house to generate feedback of the preliminary alternatives.

**Deliverable(s)** –

1. Evaluation matrix of Westside transportation alternative solutions
2. Meeting summaries

**TASK 4 – TOOLS and FINAL STRATEGY**

**Purpose** – Develop the implementation tools necessary for the preferred strategy. Document the study process and recommendations with a final transportation strategy.

**Subtasks** –

a) The Team will draft the Westside transportation strategy document which will contain the following:

- Purpose and Need
- Methodology summary
- Alternatives summary
- Transportation Strategy Map
- Conceptual cost estimates
- Graphics, and photographs to illustrate recommendations
- Implementation tools and strategies

The transportation strategy is expected to be a 10-12 page summary with graphics. A technical appendix will be included for the more detailed information. The draft and final reports will be submitted via pdf format.

b) The Team will address comments in a response matrix.

c) The Team will submit a final strategy.

**Deliverable(s)** –
1. Draft implementation strategy report that outlines the Westside Transportation Strategy approach, phasing, costs and recommendation and technical appendix. The report will include a recommended strategy map.

2. HNTB will address comments and submit a final transportation strategy.

**TASK 5 – Project Management**

**Purpose** – The HNTB project manager will assure that the efforts of the consultant team will be coordinated and comprehensive. Coordination among the work disciplines, including transportation planning, land use planning, engineering, and others, will be managed by the HNTB project manager to ensure that the study progresses expeditiously and its conclusions are sound. HNTB’s project manager will coordinate all project related activities with the City of Rolla’s project manager.

a) Meetings (internal project team)
b) Conference Calls (Rolla, Developer)
c) Administration and Cost Control
d) Quality Assurance/Quality Control Plan

**Deliverable(s)** –

1. Meeting summary notes from any conference calls
2. Monthly invoices
## EXHIBIT 3 - HNTB Fee Schedule

City of Rolla - Westside Transportation Plan
Rolla, Missouri
HNTB Project No.: 63036

<table>
<thead>
<tr>
<th>Item of Work</th>
<th>Principal In Charge</th>
<th>Project Manager</th>
<th>Project Engineer</th>
<th>Sr. Planner</th>
<th>Planner Engineer</th>
<th>Technician</th>
<th>Admin</th>
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<td><strong>Task 1 - Initiation</strong></td>
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<td>a) Collect and review City GIS data</td>
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<td>b) Review traffic and pedestrian data</td>
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<td>c) Traffic generation</td>
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<td>d) Existing and future traffic demand</td>
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<td>e) Review previous plans</td>
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<td>f) Review and Organize subconsultant Origin/Destination Study</td>
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<td>a) Build on base mapping</td>
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<td>b) Document existing and future no-build multimodal conditions</td>
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<td>c) Document opportunities and constraints</td>
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<td>d) Core Stakeholder and Public meeting #1</td>
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<td>a) Evaluate multimodal trade-offs of alternatives by mode</td>
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<td>e) Research Complete streets and access management</td>
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<td>f) Select and refine preferred concept</td>
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<td>c) Final transportation strategy report and technical appendix</td>
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<td>d) Present final plan to Council</td>
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<td>a) Internal and Client meetings</td>
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| Study Subtotal | 25 | 175 | 102 | 167 | 218 | 105 | 36 | 722 |

<table>
<thead>
<tr>
<th>Labor</th>
<th>$43,565.00</th>
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<tr>
<td>x 1.9 Multiplier (Labor, Overhead and Profit)</td>
<td>$82,335.19</td>
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| Expenses | | |
|----------| | | |
| Direct Expenses | $2,320.00 |
| INR/Blk Data | $9,000.00 |
| CM Archer Group | $11,556.00 |

| Study Expenses | $23,115.00 |

| Study Fee | $149,065.10 |
Exhibit 1

Westside Transportation Strategy
Scope of Services Outline
Archer Sub-Consultant Scope of Services

SCOPE OF SERVICES

TASK 1 - INITIATION

Purpose – Project start-up, organization/collection of key data and development of the project key issues.

Subtasks –

a) Archer will review Westside Marketplace Development Plan’s Regional Transportation Plan Review Hospital Plan, campus plan, EIS recommendations, Tech park, etc. and provide input to HNTB.

TASK 2 - ANALYSIS

Purpose – Analysis of existing and future key issues to understand the multi-modal needs in the study area.

Subtasks –

a) Archer will provide input into the documentation of transportation opportunities and constraints in study area.
b) Archer will attend the following meetings will take place on day one in Rolla.

Core Team Meeting #1 – Prepare for and hold a meeting with the City to review key project issues, develop vision, goals and objectives and review the existing and future no-build baseline conditions.

Stakeholder Meeting #1 – Prepare for and hold a meeting with stakeholder group to:
- Listen to Stakeholders on what they want out of a transportation system
- Develop project vision, goals and measurements.
- Review existing and future no-build baseline conditions

Public Meeting #1 – Public open house to generate feedback of the baseline condition.

c) Archer will attend the following meeting will take place on day two in Rolla.

Core Team Meeting #2 – Prepare for meeting and hold a meeting with the City to review stakeholder and public meeting feedback and develop conceptual alternatives to test in Task 3.

TASK 3 – ALTERNATIVES

Purpose – Evaluate initial alternatives developed in Task 2 with the Core Team and screen down to a preferred alternative through a matrix.

Subtasks –

a) Archer will develop preliminary costs estimates
b) Archer will support HNTB in the development of evaluation matrix
c) Archer will attend the following meetings will take place on one day in Rolla.

Core Team Meeting #3 – Prepare for and hold a meeting to review alternatives evaluation matrix results.

Stakeholder Meeting #2 – Prepare for and hold a meeting with stakeholder group to:
- Review alternative evaluation results
- Select a preferred alternative
- Refine the preferred alternative

Public Meeting #2 – Public open house to generate feedback of the preliminary alternatives.

TASK 4 – TOOLS and FINAL STRATEGY

Purpose – Develop the implementation tools necessary for the preferred strategy. Document the study process and recommendations with a final transportation strategy.
Subtasks –

a) Archer will develop the engineering cost approach to include in the overall strategy and provide QA/QC of the full report
b) Archer will address comments regarding the cost estimates and as further requested by Team.

TASK 5 – Project Management

Purpose – The Archer project manager will assure that the efforts of the sub-consultant team will be coordinated and comprehensive.

a) Meetings (internal project team)
   b) Conference Calls (Rolla, Developer)
   c) Administration and Cost Control
   d) Quality Assurance/Quality Control Plan
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<thead>
<tr>
<th>Item of Work</th>
<th>Principal in Charge</th>
<th>Project Manager</th>
<th>Technician</th>
<th>Total Hours</th>
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<td><strong>Task 1 - Initiation</strong></td>
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<tr>
<td>a) Collect and review City GIS data</td>
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<td>b) Review traffic and pedestrian data</td>
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<td>c) Traffic generation</td>
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<td>d) Existing and future traffic demand</td>
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<td>e) Review previous plans</td>
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<td>f) Review subcontract Origin/Destination Study</td>
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<td><strong>Task 2 - Analysis</strong></td>
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<td>b) Document existing and future re-build multimodal conditions</td>
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<td>c) Document opportunities and constraints</td>
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<td>d) Develop electronic survey #1</td>
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<td>e) Core, Stakeholder and Public meeting #1</td>
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<td>d) Develop meeting summary</td>
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<td><strong>Task 3 - Alternatives</strong></td>
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<tr>
<td>a) Evaluate multimodal trade-offs of alternatives by mode</td>
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<td>b) Develop US 63 recommendations and renderings</td>
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<td>c) Develop preliminary cost estimates</td>
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<td>d) Develop evaluation matrix</td>
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<td>e) Research Complete streets and assess management</td>
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<td>f) Develop electronic survey #2</td>
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<td>g) Select and refine preferred concept</td>
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<td>h) Core, Stakeholder and Public meeting #1</td>
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<td>d) Develop meeting summary</td>
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<td><strong>Task 4 - Tools and Final Plan</strong></td>
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<td>a) Draft transportation strategy report and technical appendix</td>
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<td>b) Address comments</td>
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<td>c) Final transportation strategy report and technical appendix</td>
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<td>d) Present final plan to Council</td>
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<td><strong>Task 5 - Management</strong></td>
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<tr>
<td>a) Internal and Client meetings</td>
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<td>b) Administrative and Project Reviews</td>
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<td>c) QA/QC</td>
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| Study Subtotal | 10 | 45 |           | 60          |

**Labor:**
- Labor, Overhead and Profit: $11,595.00

**Expenses**
- Direct Expenses: $-
- Study Expenses: $-

**Study Fee:** $11,595.00
Traffic Data For Rolla, MO

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INRIX Overview

INRIX is the leading provider of accurate real-time, historical and predictive traffic information. INRIX delivers the broadest coverage, exceptional accuracy, innovative technologies and a unique approach to ensuring the success of our customers’ navigation and traffic-enabled solutions. INRIX is the exclusive beneficiary of intellectual property that represents years of research and millions of dollars of development by Microsoft Research into the statistical inference of traffic patterns, predictive analysis and mobile-based visualizations of real-time systems. The company has developed a portfolio of patented, proprietary technologies to enable the delivery of next generation traffic information services.

The INRIX Traffic Intelligence Network represents a traffic technology breakthrough that dramatically improves the accuracy, quality and coverage of traffic information and provides businesses, government agencies and consumers with the information they need to avoid gridlock and save time and money. It works by combining anonymous, real-time GPS probe data from over 100 million commercial fleet, delivery, airport shuttle and taxi vehicles, as well as consumer cellular floating vehicle data and GPS-based devices including the BlackBerry, Windows Phone, iPad, iPhone, Android phones, Windows 8 and Ford SYNC, Toyota Entune, Audi Connect, BMW ARTTI, Volkswagen Car-Net and Teslas with traditional real-time traffic flow information and hundreds of market-specific criteria that affect traffic—such as construction and road closures, real-time incidents, sporting and entertainment events, weather forecasts and school schedules.

INRIX’s proprietary Traffic Fusion Engine uses sophisticated Bayesian modeling and proprietary error correction technology to process over 400 sources of data aggregated by the INRIX Traffic Intelligence Network and generate accurate traffic and other location-relevant content data. INRIX has a broad range of real-time, predictive and historical traffic flow services, including INRIX Nationwide Traffic Alerts, providing alerts on over 200,000 miles of freeways and the entire Interstate highway system. Additionally, the company has the most extensive and highest quality traffic incident information available via the INRIX Incident Platform.

INRIX also recently introduced INRIX XD with greater accuracy and granularity to augment Total Fusion which intelligently combines real-time, predictive and historical traffic information for over 4 million miles of roadways across the U.S., Canada, México and the rest of the world, including 15,979 centerline miles in Missouri.

INRIX leads the market with over 200 customers and industry partners internationally including Ford, Toyota, BMW, Audi, Tesla, Navigon, Motorola, MapQuest, the Texas A&M Transportation Institute, Microsoft, Volkswagen, TeleNav, the I-95 Corridor Coalition, Garmin, Tele Atlas, deCarta, Mio, Telmap, ANWB, ARC Transistance, TNO and many state Departments of Transportation and Metropolitan Planning Organizations.

INRIX is a privately held corporation based in the Seattle area and was founded in 2005 by former Microsoft executives Bryan Misstele and Craig Chapman.
Rolla, MO Coverage

Figure 1 – INRIX Rolla, MO Coverage

Figure 2 – INRIX Rolla, MO Coverage zoomed in
INRIX Origin-Destination Matrix created using a wide array of input sources including commercial freight and non-freight vehicles and app users. INRIX processes its raw data archives to determine individual trips taken by vehicles (the vehicles are anonymous to INRIX) and:

- Determines what incoming source data is likely from vehicle types and has the necessary data to enable individual data readings to be converted into a trip (e.g. "commercial trips")
- Geo-fences the region of interest for the analysis
- Determines all trips that pass through the region of interest
- Determines the origin and destination of each trip
- Maps origins and destinations into customer-provided analysis zones
- Creates a "Trip Record" with the start and end location and time of trip and can add Waypoints to the Trip Record
- Establishes an O-D matrix in CSV format for the percentage of trips between each zone

![Figure 3 – Origins of Freight Trips Ending in Downtown Chicago](image)

Chicago Origin-Destination Study Vitals:

- Study Area: Greater Chicagoland Area (154 zones)
- Study Period: July – September 2013 (3 months)
- Total Data Points Analyzed: ~1.5 billion
- Freights Trips Used: 4.8 million

INRIX Fees

- 3 Month or Yearly Origin-Destination Matrix
  - $9,000 one-time fee
  - Additional year fees are less 20% for any multi-year commitment

More details available from: Pete Costello, Senior Director, Public Sector (202) 550-5795, pete@inrix.com

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### EXHIBIT 2 - HNTB Project Schedule
#### City of Rolla - Westside Transportation Plan
Rolla, Missouri
HNTB Project No.: 63036

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<th>Task 1: Initiation</th>
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<td>Draft plan review by Core Team</td>
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Continuous Development Process:
The Mayor and City Council are responsible for determining the vision, priorities and general policies of the City while the City Administrator and management staff are responsible for implementation of the strategic plan. Such guidance is achieved through the establishment of measurable goals and objectives – a critical element of any continuous improvement/development process. A fundamental belief in performance management is “if goals are not measurable they cannot be managed.” The annual review should take place in December. A mid-year review will be conducted in June/July to assess progress and to modify any action items that have changed due to circumstances beyond the City Administrator’s control. The annual performance review will reflect a composite score or rating on a 100 point scale which may serve as a basis for salary review. For example a rating of “< 70 points” would suggest a 0% salary increase while a “90 - 100 point” rating would suggest a 3% salary increase (i.e. 70 – 79 pts. = 1%, 80 – 89 points = 2%, 90 – 100 points = 3%) though the actual increase will be established by City Council based on budgetary limitations. Any such performance increase is in addition to an annual C.O.L.A. (which all qualifying city employees may receive). In addition to the composite score the Council will also factor the overall satisfaction of the Administrator’s behavior and day-to-day actions.

Weighted Priority: (100 points total)

%  Goal No. 1 – Economic Development

Objectives:

1) Airport Development Opportunities
   a. Close-out EDA grant and reimbursement by April 2015.
   b. Work with RREC to develop marketing strategy for the Airport Industrial Park including web-listing for sites.
   c. Apply for “Certified Site Designation” with RREC through DED by October 2015

2) Rolla West/Hwy 72 Extension Project
   a. Communicate, no less than once quarterly, the vision/project to citizens, State officials and community organizations via public presentations and news releases;
   b. Coordinate major transportation improvements in support of Rolla West; Form MOU/consortium for transportation planning covering no less than 50% of the scoping study costs by February 2015; schedule Council workshops for transportation improvements and funding by July 2015
   c. Transportation/TDD planning: Determine TDD boundaries by May 2015; following HNTB scoping study submit TDD election by December 2015

3) Miscellaneous ED efforts
   a) Maintain tracking system and statutory reporting requirements of the Kohl’s TIF project; Submit impact analysis to Council by November 2015
   b) Prepare outline for Meade Property development – update construction cost estimates; identify per acre site costs; develop web presence with RREC to promote development opportunities – complete by October 2015
   c) Coordinate redevelopment for Forum Shopping Area; Establishment of CID and tracking
   d) Prepare a comprehensive zoning plan for McCutcheon property with ownership by May 2015

%  Goal No. 2 – Strategic Planning

Objectives:

1) Develop milestones for Animal Shelter Fund-raising Committee by March 2015; explore County-wide support/services
2) Develop basic performance measurement standards for one City Department in 2015 (Fire).
3) Support and promote park sales tax referendum in April 2015
4) Develop a realistic implementation plan for Parks Department in light of approved budget with significant cuts if Prop P is not successful by Feb 15, 2015
5) Identify all sewer districts adjacent to City by March 2015; discuss future service agreements w/ district representatives; review rate structure to recover all costs + from outside city limits and review with City Council by July 2015.

Goal No. 3 – Park & Rec Center Issues
Objectives:
1) Achieve 80% recapture of operating expenses for the Centre;
2) Complete business plan/strategy to improve recapture by December 2015
3) CIP plan for core Park’s facilities subject to successful passage of sales tax initiative

Goal No. 4 – Internal Operations & Fiscal Oversight
Objectives:
1) Submit budget for FY2016 with 20% General Fund Balance (Unrestrictive fund balance of $1.4 million) – 1st year of 3 year program to obtain 25% General Fund Balance
2) Maintain $500,000 min. reserve balance for Street/Cap Imp Fund in FY 2015; $800,000 min. reserve balance for Sewer Fund ($500,000 restricted fund balance)
3) Complete FY2015 budget within 2% expenditures; Present formal budget review/reports to Council for budget tracking in February, May and August
4) Analyze all insurance losses over last 5 years to identify the top three exposures/risks by July 2015; Identify and implement at least one new loss control effort focused on greatest losses/risk by December 2015
5) Maintain 33% recapture of health insurance costs for three-year average (2012 – 2014); Implement wellness plan and present to Council annually (by April, 2015); Increase employee participation in Healis and wellness testing.

Goal No. 5 – Performance Evaluation
Objective: To represent the City of Rolla in an exemplary manner.
Council feedback will be obtained on a prescribed “performance evaluation” form. Evidence of meeting this objective shall be submitted to the review committee and may include such items as elected or appointed positions in professional associations, municipal associations or other relevant organizations, objective citizen survey results, formal Council reviews, consultation with other municipalities or professional associations, or other evidence that the City has been represented in an exceptional manner. This objective recognizes that representing the City in a professional manner is an expected duty and responsibility of the City Administrator while recognizing that the City benefits or suffers from the image of the Administrator