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.

Rolla City Council Meeting
Monday, October 16, 2017
901 North Elm Street
City Hall Council Chambers
6:30 P.M.

COUNCIL PRAYER
Ministerial Alliance

PLEDGE OF ALLEGIANCE
Councilman Don Morris

I. PUBLIC HEARINGS
A) Ordinance Rezoning 0.19-Acre Parcel at 601 North Elm Street from Heavy Manufacturing District (M-2) to Center City District (CC) (G.R.A.C.E.) – (Planning Director James Shields) – First Reading

B) Ordinance Rezoning a 6.94-Acre Tract (3 Parcels) Located at 1150 & 1151 Lynwood Dr., & a Vacant Lot from Single-Family District (R-1) to Rural Residential District (R-R) (Rolla) – (Planning Director James Shields) – First Reading

II. SPECIAL PRESENTATIONS

III. OLD BUSINESS
A) Ordinance Authorizing the Mayor to Enter into Task Order #8 with HDR Engineering, Inc. – (Public Works Director Steve Hargis) – Final Reading

B) Ordinance Authorizing the Mayor to Enter into Task Order #9 with HDR Engineering, Inc. – (Public Works Director Steve Hargis) – Final Reading

C) Ordinance Authorizing the Mayor to Enter into a Memorandum of Understanding with the Missouri Department of Natural Resources (Public Works Director Steve Hargis) –

Final Reading

IV. NEW BUSINESS
A) Motion Authorizing the Closing of Certain Streets during the Christkindl Market – (Public Works Director Steve Hargis) – Motion

B) Ordinance Authorizing Minor Subdivision of Parcels Known as 2409 & 2419 N. Bishop – (Planning Director James Shields) – First Reading

C) Resolution Authorizing the Mayor to Execute a Joint Purchase Agreement with the Phelps County Emergency Services Board (PCESB) for a Generator – (City Administrator John Butz) – Motion
V. **CLAIMS and/or FISCAL TRANSACTIONS**  
None.

VI. **MAYOR/CITY COUNCIL COMMENTS**

VII. **CITIZEN COMMUNICATION**  
A) Open Citizen Communication

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

IX. **CLOSED SESSION**  
Pursuant to RSMo. 610.021, the Rolla City Council will discuss the following in Closed Session:  
A) Sealed Proposals – Real Estate  
B) Legal Work Product

X. **ADJOURNMENT**
CITY OF ROLLA
CITY COUNCIL AGENDA

DEPARTMENT: Community Development      ACTION REQUESTED: First Reading, Public Hearing

SUBJECT: A request to rezone the 0.19-acre parcel that is located in the city of Rolla, Phelps COUNTY, Missouri, at 601 North Elm Street, from the Heavy Manufacturing District (M-2) to the Center City District (CC).

(G.R.A.C.E)

MEETING DATE: 10-16-2017

GENERAL INFORMATION:
CASE NUMBER: ZON17-08      SUBMISSION DATE: 9-12-2017

APPLICANT: The parcel subject to the proposed ordinance (the subject parcel) is owned by the Greater Rolla Area Charitable Enterprise (G.R.A.C.E.) (the applicant) and their mailing address is P.O. Box 264 Rolla, Missouri 65402.

LOCATION: The subject property is located in the city of Rolla, Missouri, on the northwest side of the intersection of North Elm Street and West Sixth Street. The street address of the subject parcel is 601 North Elm Street (The Assessor’s Account Number is 7528). The legal description attached to this packet entail a detailed description of the location (See Figure 1-A).

CURRENT USE: The current use of the subject property is a storage warehouse with accessory offices for administrative purposes. The permitted use listed in Rolla’s zoning ordinance, the Rolla Planning and Zoning Book, that is the most similar to the subject parcel’s use is the use entitled “Storage Warehouses and Baggage Transfers”. According to the city’s Geographic Information System (GIS) database, the subject parcel is surrounded by other commercial uses.

ZONING: The subject parcel is located in the Heavy Manufacturing District (M-2) (See Figure 1-B). It is adjacent to parcels covered by the Center City District (CC) on its west, northwest, and north sides. Other types of commercial zoning districts are situated to the south, southwest, and southeast of the subject parcel. A mixture of Planned Unit Developments, commercial, industrial, and governmental zoning districts exist to the east and northeast of the subject parcel.

FLUM DESIGNATION: The Future Land Use Map (FLUM) designation is Community Commercial (See Figure 1-C). To the west and north of the subject parcel are areas designated as Center City. To all other directions from the subject parcel is Community Commercial.

PROJECT DESCRIPTION: The proposal is to amend the current zoning map that covers the subject parcel from the Heavy Manufacturing District (M-2) to the Center City District (CC). Currently, the subject parcel does not meet minimum area requirements of the M-2 zoning district and the current land use is not allowed in the M-2 zoning district.

ANALYSIS:
ZONING AND FLUM COMPATIBILITY: It could be argued that the intent of the proposed CC zoning district is more aligned with the intent of the current FLUM designation, as described
in the Rolla 2020 Comprehensive Plan Update (Rolla 2020), than with the intent of the current zoning district, which is M-2. The intent of the Community Commercial FLUM designation is to, in part, “…provide a mix of retail and commercial services in a concentrated and unified setting that serves the local Community…” (Rolla 2020 Comprehensive Plan Update, p.65). This intent coincides with the purpose of the proposed CC zoning district, which is to be a mixed-use district that accommodates a variety of commercial uses (Rolla Planning and Zoning Book, Section 42-194). The intent of the M-2 zoning district does not include provisions for commercial activities and is not necessarily consistent with said FLUM designation’s intent.

In addition, this area of the city is described in Rolla 2020 as the Central Core District. This area falls between Second and Twelfth Streets and between Cedar Street and Highway 63. The subject parcel is almost directly in the middle of this ‘Central Core’. It could be argued that this rezone is helping to correct the FLUM and zoning maps by ensuring that the intent of the Central Core District is satisfied by correctly locating Central Core activities within the Central Core.

COMPATIBILITY OF PERMITTED LAND USES: While the M-2 zoning district accommodates exclusively manufacturing uses, the CC zoning district accommodates most commercial and residential uses. Surrounding the subject parcel is a student housing facility, which is a Planned Unit Development; commercial zoning districts; and the CC zoning district. There is M-2 situated to the northeast where Meek’s Lumber is located. On its face, this use is more similar to a warehouse than a manufacturing plant. By zoning out manufacturing uses from the subject parcel, there is an assurance that incompatible manufacturing uses will not cause nuisances for the existing and potential residential uses that exist and could arise in surrounding zoning districts. In addition, the use that occurs on the subject parcel now is not allowed in M-2. However, with the approval the rezone, the current use would become permitted and the legal non-conforming use aspect of this parcel would be eliminated.

AREA AND BULK REQUIREMENTS: Current lot size (Approximately 8726 square feet) does not meet current zoning requirements (25,000 sq. ft.). Lot frontage appears to be one foot short of current zoning requirements (100 feet of lot frontage). Width (99 feet) and depth (160 feet) of lot does not meet minimum requirements of current zoning, 100 feet and 250 feet, respectively. With zero-foot setbacks, the building on the parcel does not meet the current zoning district’s minimum setback requirements. Rezoning the parcel to CC would allow the non-conforming aspects of the subject parcel to become conforming. While expansion is limited on this parcel, the approval of this rezone will allow the expansion of the facility because the parcel will no longer be legal non-conforming.

PUBLIC COMMENT/ISSUES: As of the date of this staff report, neither the general public nor the formally notified owners of the properties located within 185 feet (See Figure 1-D) of the subject property have formally issued any comments or petitions to the community development department. In addition, the Development Review Committee (met on 9/26/17) concluded that no issues exist with this case.

ACTION REQUIRED: The action requested from the City Council is to conduct a public hearing on and the first reading of G.R.A.C.E.’s rezoning proposal. If this proposal is approved, it is requested that an ordinance that enacts this proposal through law be approved.

Attachments (Ordinance, Fig.1-A to Fig.1-D)
Exhibit "A"

Real estate in Phelps County, Missouri, described as:

A fractional part of the NE¼ of the NE¼ of Sec. 11, Twp. 37 N., Rng. 8 W., of the 5th P.M. in the City of Rolla, Phelps County, Missouri, more fully described as follows: Commencing at the SE corner of Lot 5 Block 60 of County Addition to the City of Rolla, Missouri, (said point being on the North line of 6th Street) thence with said North line South 89°31'00" West, a distance of 66.30 feet to the southwestern most corner of said Lot 5 and the true point of beginning. thence North continue with same along said right of way line South 89°31'00" West, 41.08 feet to a point which is North 89°31'00" East, 23.28 feet from the centerline of Frisco Railroad, thence leaving said right of way line North 3°17'00" East, 193.09 feet, thence South 00°00'00" West, 69.82 feet to the Northern most corner of said Lot 5, Block 60 of County Addition, thence along with the Railroad right of way line South 00°11'26" West, 111.96 feet to the point of beginning.

Also: All of Lot 5 Block 60 in the County Addition to the City of Rolla, Phelps County, Missouri.

Subject to easements and restrictions existing or of record including all appurtenant easements inuring to the benefit of the above land as the dominant tenement and subject to all easements to which the above land is the servient tenement. Subject to all dedications, covenants, reservations and restrictions on use of record.
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<td>MONTY JORDAN</td>
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ORDINANCE NO. ______

AN ORDINANCE TO APPROVE THE REZONING OF A 0.19-ACRE PARCEL LOCATED IN THE CITY OF ROLLA, PHELPS COUNTY, MISSOURI, AT 601 NORTH ELM STREET, FROM HEAVY MANUFACTURING DISTRICT (M-2) TO CENTER CITY DISTRICT (CC). (G.R.A.C.E.)

WHEREAS, an application for a rezoning was duly filed with the Community Development Department on September 12, 2017, requesting the property described above be rezoned according to the Basic Zoning Ordinance of the City of Rolla, Missouri, so as to change the class of the real property hereinafter described; and

WHEREAS, a public notice was duly published on September 24, 2017 in the Rolla Daily News that in accordance with law provided notice that a public hearing would be held at Rolla City Hall, 901 N. Elm, Rolla, Missouri; and

WHEREAS, the City of Rolla Planning and Zoning Commission met on October 10, 2017 at 5:30 p.m. The Planning and Zoning Commission recommended the City Council approve the rezoning of the subject property as proposed by the applicant; and

WHEREAS, the Rolla City Council, during its October 16, 2017 meeting, conducted a public hearing concerning the proposed rezoning to hear the first reading of the subject ordinance;

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

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

SECTION 1: That the Basic Zoning Ordinance No. 3414, Chapter 42 of the Code of the City of Rolla, Missouri which zoning ordinances adopts zoning regulations, use districts, and a zoning map in accordance with the Comprehensive Plan is hereby amended by changing the zoning classification of the following property situated within the City of Rolla, Missouri, from M-2 (Heavy Manufacturing District) to CC (Center City District) zoning described as follows:

A 0.19 acre parcel located in the City of Rolla, Phelps County, Missouri, at 601 North Elm Street.

SECTION 2: This Ordinance shall be in full force and effect from and after the date of its passage and approval. Building permits may not be issued by the Community Development Department until the rezoning process has been completed by the City Council.


APPROVED:

__________________________
Mayor

__________________________
City Clerk

APPROVED AS TO FORM:

__________________________
City Counselor
CITY OF ROLLA
CITY COUNCIL AGENDA

DEPARTMENT: Community Development  ACTION REQUESTED: First Reading, Public Hearing

SUBJECT: A request to rezone the 6.94-acre tract of land that is comprised of portions of the three parcels identified with the Phelps County Assessor’s account numbers of 9668, 8024, and 8025, from the Single-Family District (R-1) to the Rural Residential District (R-R).

GENERAL INFORMATION:

MEETING DATE: 10-16-2017


APPLICANT: There are three parcels subject to the proposed ordinance (the subject parcels) and they are owned by the City of Rolla (the applicant). The City of Rolla’s mailing address is 901 North Elm Street, Rolla, Missouri 65402.

LOCATION: The subject parcels are located approximately 900 feet south of Kingshighway, approximately 800 feet west of Adrian Avenue, and within the city limits of Rolla, Missouri. The street addresses of two of the subject parcels are 1150 and 1151 Lynwood Drive. The third parcel is identified as vacant and not addressed. From west to east, all three parcels are individually identified with the Phelps County Assessor’s account numbers of 9668, 8024, and 8025. For a detailed description of the area being rezoned, see the legal descriptions in Figure 2-A.

TOPOGRAPHY & WATER FEATURES: In terms of development potential, extreme slopes exist on Parcel 9668 and Parcel 8024. The maximum slope on Parcel 8024 is approximately 30% and there is a slope of 20% (See Figure 2-B) that runs from the upper elevations of Parcel 8024 down a hill to a lake on Parcel 9668. The lake covers about a third of Parcel 9668.

CURRENT USE, ZONING, AND FLUM DESIGNATION: The current uses of the subject parcels are vacant land (Parcel 9668) and single-family housing (Parcels 8024 and 8025). The subject parcels are located in the Single Family District (R-1) (See Figure 2-C). The Future Land Use Map (FLUM) designation is Low Density Residential (See Figure 2-D).

PROJECT DESCRIPTION: The proposal is to amend the current zoning map that covers portions of the subject parcels, as described in the attached legal descriptions (see Figure 2-A), from the Single-Family District (R-1) to the Rural Residential District (R-R).

BACKGROUND INFORMATION: The subject parcels have been bought by the city of Rolla for the purpose of creating a right-of-way for the new Route 72 Extension. The extension will cut through the northern portion of these parcels, which will leave five separate remainder parcels, two to the north and three to the south. According to the applicant, through a lot consolidation, the interior parcel boundaries of the two northern remainder parcels and the interior boundaries the three southern remainder parcels will be dissolved. In the end, there will be three parcels. The northern parcel is planned to be dedicated to a park, the middle to right-of-way, and the south to
be sold. A survey was conducted recently to determine what the outer boundary will be for the parcel that is to be sold (See Figure 2-E). The 6.94-acre surveyed area is the area of land subject to this rezoning proposal. The city of Rolla is in the process of selling this area of land, which will be sold together with the single-family residence at 1150 Lynwood. The residence at 1151 Lynwood is planned to be demolished. However, to this date, the residence is still standing.

**ANALYSIS:**

**ZONING AND FLUM COMPATIBILITY:** The R-R zoning district and the Rural Residential FLUM designation are intended to be comprised of large-lot, very low density, single-family housing uses and located in rural settings on the urban fringe (Rolla 2020 Comprehensive Plan Update [Rolla 2020], p.65; Rolla Planning and Zoning Book, Section 42-168). The R-1 zoning district is similar to the intent and characteristics of the Low Density Residential FLUM designation. The Low Density Residential FLUM designation is “generally found in urban-scale subdivisions with typical individual lots that about one-quarter of an acre in size” (Rolla 2020, p.71). The R-1 zoning district is intended to promote and preserve urban single-family housing (Rolla Planning and Zoning Book, Section 42-171).

While the current zoning and FLUM designation of the subject parcels coincide in intent, the actual characteristics of the subject parcels are, in their current condition, more similar to the characteristics of the R-R zoning district and the Rural Residential FLUM designation. The following findings support this argument. Abutting the city limits, the subject parcels exist on the urban fringe, working as a transition from urban subdivisions, which generally contain lots less than an acre, to the woodlands on the other side of the city limits. The subject parcels in their present and future form are too large to claim them as typically urban-sized lots, as are the lots in nearby subdivisions. The extreme slopes and large water feature that exist on the subject parcels intrinsically cause the subject parcels to possess rural qualities and could potentially make the type of urban subdivision development that characterizes the Low Density Residential FLUM designation/R-1 zoning district disadvantageous or difficult to attain. Apart from this argument, several different aspects of the characteristics of the R-R zoning district are similar to the characteristics of the Low Density Residential FLUM designation, which implies compatibility.

**COMPATIBILITY OF PERMITTED LAND USES:** The permitted land uses of R-1 and R-R are identical. The conditional uses allowed in both zones are identical with the following exceptions. The following conditional uses are allowed in the R-R district and not allowed in the R-1 district: (1) Veterinarian services; (2) Customary agricultural activities; and (3) Parks, camp areas, recreation areas, and resorts. While the R-R district allows additional conditional uses that are not allowed in R-1, the implication of the two districts having identical permitted uses is that, depending on the conditions in which conditional uses interact with the permitted land uses, they can be compatible. Because these uses are conditional, any incompatibilities may be eliminated through the issuance of appropriate conditions or the denial of a conditional use permit.

**AREA AND BULK REQUIREMENTS:** Once the remainder parcels are consolidated, the rezoned parcel will meet all of the bulk and area requirements for the R-R zoning district.

**PUBLIC COMMENT/ISSUES:** As of the date of this staff report, neither the general public nor the formally notified owners of the properties located within 185 feet (See Figure 2-F) of the

\[I. B.2.\]
subject property have formally issued any comments or petitions to the community development department. In addition, the Development Review Committee (met on 9/26/17) concluded that no issues exist with this case.

**ACTION REQUIRED:** The action requested from the City Council is to conduct a public hearing on and the first reading of Rolla’s rezoning proposal. If this proposal is approved, it is requested that an ordinance that enacts this proposal through law be approved.

Attachments (Ordinance, Fig.2-A to Fig. 2-F)
DESCRIPTION

A fractional part of Lot 104 of RAILROAD ADDITION, Rolla, Missouri, and, a fractional part of the Southwest Quarter of the Northwest Quarter of the Southwest Quarter of Section 11, Township 37 North, Range 8 West of the 5th P.M. described as follows: Beginning at the Southeast Corner of Lot 104 of said RAILROAD ADDITION; thence South 88°37'40" West, 422.48 feet along the South line of said Lot 104 to the easterly right of way of the BNSF Railroad; thence northerly, 400.26 feet along the arc of a curve, concave westerly with a radius of 2010.00 feet, the chord of which is North 34°31'50" East, 399.59 feet, and, North 28°49'40" East, 121.72 feet, all along said easterly right of way; thence North 72°01'40" East, 351.05 feet; thence South 89°46'30" East, 153.22 feet to the southeast corner of Lot 1, Block 1 of RIDGEVIEW ADDITION, Rolla, Missouri, also being a point on the westerly line of a parcel described in Phelps County Deed Records at Book 150, Page 168; thence South 2°01' East, 528.64 feet along said westerly line to the South line of the aforesaid Southwest Quarter of the Northwest Quarter of the Southwest Quarter; thence South 89°12'10" West, 368.60 feet along said South line to the point of beginning. Above described tract contains 6.94 acres, more or less, per plat of survey J-2207A, dated September 14, 2017, by Archer-Elgin Surveying and Engineering, LLC.

TEMPORARY EASEMENT

A temporary easement in a fractional part of the Southwest Quarter of the Northwest Quarter of the Southwest Quarter of Section 11, Township 37 North, Range 8 West of the 5th P.M. described as follows: Beginning at the Southeast Corner of Lot 1, Block 1 of RIDGEVIEW ADDITION, Rolla, Missouri, also being a point on the westerly line of a parcel described in Phelps County Deed Records at Book 150, Page 168; thence South 2°01' East, 99.36 feet along said westerly line; thence North 89°19'40" West, 186.83 feet; thence North 50°23'10" West, 95.29 feet; thence North 72°01'40" East, 119.35 feet; thence South 89°46'30" East, 153.22 feet to the point of beginning. Per plat of survey J-2207A, dated September 14, 2017, by Archer-Elgin Surveying and Engineering, LLC.

INGRESS/EGRESS AND ROAD EASEMENT

An ingress/egress and road easement in a fractional part of the Southwest Quarter of the Northwest Quarter of the Southwest Quarter of Section 11, Township 37 North, Range 8 West of the 5th P.M. described as follows: Beginning at the Southeast Corner of the Southwest Quarter of the Northwest Quarter of the Southwest Quarter of said Section 11; thence South 89°13'20" West, 295.49 feet along the South line of said Southwest Quarter of the Northwest Quarter of the Southwest Quarter to the southwest corner of a parcel described in Phelps County Deed Records at Book 150, Page 168; thence North 2°01' West, 60.01 feet along the westerly line of said Book 150, Page 168 parcel; thence North 89°13'20" East, 298.55 feet to the East line of said Book 150, Page 168 parcel; thence South 0°54'50" West, 60.03 feet along said East line to the point of beginning. Per plat of survey J-2207A, dated September 14, 2017, by Archer-Elgin Surveying and Engineering, LLC.
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JIM WILLIAMS
BRIAN WOOLLEY
ORDINANCE NO. ________

AN ORDINANCE TO APPROVE THE REZONING OF A 6.94 TRACT OF LAND COMPRISED OF PORTIONS OF THE THREE PARCELS IDENTIFIED WITH THE PHELPS COUNTY ASSESSOR’S ACCOUNT NUMBERS OF 9668, 8024, AND 8025, FROM THE SINGLE-FAMILY DISTRICT (R-1) TO THE RURAL RESIDENTIAL DISTRICT (R-R). (ROLLA)

WHEREAS, an application for a rezoning was duly filed with the Community Development Department on September 15, 2017, requesting the property described above be rezoned according to the Basic Zoning Ordinance of the City of Rolla, Missouri, so as to change the class of the real property hereinafter described; and

WHEREAS, a public notice was duly published on September 24, 2017 in the Rolla Daily News that in accordance with law provided notice that a public hearing would be held at Rolla City Hall, 901 N. Elm, Rolla, Missouri; and

WHEREAS, the City of Rolla Planning and Zoning Commission met on October 10, 2017 at 5:30 p.m. The Planning and Zoning Commission recommended the City Council approve the rezoning of the subject property as proposed by the applicant; and

WHEREAS, the Rolla City Council, during its October 16, 2017 meeting, conducted a public hearing concerning the proposed rezoning to hear the first reading of the subject ordinance;

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

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

SECTION 1: That the Basic Zoning Ordinance No. 3414, Chapter 42 of the Code of the City of Rolla, Missouri which zoning ordinances adopts zoning regulations, use districts, and a zoning map in accordance with the Comprehensive Plan is hereby amended by changing the zoning classification of the following property situated within the City of Rolla, Missouri, from the Single Family District (R-1) to the Rural Residential District (R-R) described as follows:

A 6.94-acre tract of land that is comprised of portions of the three parcels identified with the Phelps County Assessor’s account numbers of 9668, 8024, and 8025.

SECTION 2: This Ordinance shall be in full force and effect from and after the date of its passage and approval. Building permits may not be issued by the Community Development Department until the rezoning process has been completed by the City Council.


APPROVED:

______________________________
Mayor

ATTEST:

______________________________
City Clerk

APPROVED AS TO FORM:

______________________________
City Counselor

[Signature]

I. B. 10.
CITY OF ROLLA
CITY COUNCIL AGENDA

DEPARTMENT HEAD: Steve Hargis

ACTIONS REQUESTED: Ordinance

Final Reading

ITEM/SUBJECT: HDR PROFESSIONAL SERVICES AGREEMENT

TASK ORDER #8

BUDGET APPROPRIATION (IF APPLICABLE) $100,000.00

DATE: 10/16/17

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

COMMENTARY:

Attached is an ordinance authorizing the mayor to enter into Task Order #8 with HDR Engineering, Inc. This task order provides for professional services in developing an integrated management plan based on EPA and MDNR guidance that provides the City of Rolla with and adaptable and affordable long term plan for addressing the city’s wastewater and stormwater needs.

This plan will establish the framework to develop an affordable and effective long term agreement with MDNR for compliance with future water quality regulations.

Staff recommends approval.

ITEM NO. III A.1.
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 BETWEEN THE CITY OF ROLLA, MISSOURI AND HDR ENGINEERING, INC.

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

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


APPROVED:

________________________________________
MAYOR

ATTEST:

________________________________________
CITY CLERK

APPROVED AS TO FORM:

________________________________________
CITY COUNSELOR
TASK ORDER NO. 8

This Task Order pertains to an Agreement by and between City of Rolla, Missouri, ("OWNER"), and HDR Engineering, Inc. ("ENGINEER"), dated January 19, 2011, ("the Agreement"). Engineer shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

TASK ORDER NUMBER: No. 8
PROJECT NAME: Integrated Management Plan

PART 1.0 PROJECT DESCRIPTION:
Develop an integrated management plan (IMP) based on EPA and MDNR guidance that provides the CITY with an adaptable and affordable long-term plan for addressing the CITY’s wastewater and stormwater needs.

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER ON THE PROJECT

Task 1 – Define the IMP Vision
- Conduct IMP kickoff meeting to review the CITY's current wastewater and stormwater programs, evaluate utility programmatic processes (e.g., asset inventory and management processes), capital improvement plans, and solicit additional insight into the CITY management’s concerns and drivers.
- Summarize the kickoff meeting in an IMP Framework document and meet with the CITY to discuss comments and questions and finalize the IMP Framework.
- Facilitate one meeting with MDNR to present the Framework and gain initial regulatory consensus.

Task 2 – Characterize Regulatory Drivers
- At the request of the CITY, HDR will evaluate data compiled during the project with respect to regulatory drivers and provide analyses relevant to planning and implementation of the IMP.
- Prepare initial prioritization of water quality drivers based upon the relative magnitude of the water quality issues and potential impacts from the CITY’s wastewater and stormwater utilities.
- As appropriate, engage MDNR through a series of up to three meetings to gain consensus, discuss IMP elements, and negotiate approval of the IMP.
Task 3 – Evaluate Existing System Performance
- Collect and organize existing stormwater and wastewater treatment and collection system data, including location and frequency of sanitary sewer overflow, building backups, and flooding, and flow monitoring data. Treatment flow and process data will also be gathered to evaluate wastewater treatment plants under the Facility Planning effort.
- Summarize the existing performance and condition of the CITY’s sanitary sewer and stormwater utility assets, and planned capital and operations and maintenance costs.
- Review the CITY’s inventory of system performance and other metrics that can be used to measure future improvements to the systems and impacts on citizens (e.g., public health, flooding, and sanitary sewer overflows) and receiving waters.
  - Review existing collection system data and evaluate current collection system performance and level of service (LOS) goals.
  - Assess treatment performance through the three wastewater treatment plants with respect to current and anticipated NPDES permit parameters and evaluate previous conceptual wastewater treatment plans in comparison to current and future regulatory drivers.
  - Review existing stormwater management system data and evaluate current collection system performance and LOS goals.

Task 4 – Develop and Implement Community Outreach Program
- Develop and implement the Community Outreach Plan to help guide prioritization of potential wastewater and stormwater improvements and to build consensus for the IMP. For estimation purposes, interviews with community leaders in up to four public meetings are assumed.
- Present draft IMP at the final public meeting to gain feedback for finalizing the IMP.

Task 5 – Evaluate Alternative Wastewater and Stormwater Alternatives
- Conduct a review of currently planned wastewater collection system alternatives against the recommended LOS goals. The City will provide planned collection system improvements for ongoing efforts
to reduce Infiltration and Inflow (I/I) and provide system renewal (e.g., lining and replacement). As part of this effort, HDR will develop cost estimates for additional capital improvements outside of the City’s renewal program (e.g., sewer extensions, pump station replacements, etc.).

- Evaluate future WWTP upgrade alternatives and planning level capital and O&M cost data will be developed to improve plant operations and address potential regulatory drivers. The planning level cost estimates will be developed for treatment alternatives under the Facility Planning effort.

- Evaluate programmatic and capital collection system alternatives for both stormwater conveyance and water quality improvements purposes and identify potential enhancements to the CITY’s current MS4 SWMP based upon existing and potential permit requirements. In addition, potential SWMP enhancements will be identified to address current and future water quality drivers (e.g., upcoming TMDLs).

- Summarize potential programmatic and capital wastewater and stormwater management alternatives in terms of potential drivers (e.g. regulatory, service, renewal) magnitude, and timing.

- Present alternatives to the CITY within a workshop to develop a prioritized suite of recommendations.

- Finalize the CITY’s wastewater and stormwater management priorities based on workshop feedback within a technical memorandum.

- Present technical memorandum to stakeholders, elected officials, and regulatory agencies prior to development of the IMP.

Task 6 – Develop Financial Capability Analysis
- Compile relevant demographic and financial data to define current socioeconomic conditions in the CITY. These data will serve as the foundation of the FCA analysis and be the baseline from which FCA forecasts are made. Primary data sources will likely include the US Census Bureau, Missouri Department of Economic Development, and CITY (e.g., financial reports and CIP).

- Build a FCA spreadsheet tool that integrates baseline demographic, financial, cost, and funding data to forecast socioeconomic impacts of the potential wastewater and stormwater improvement alternatives. As part of this task, HDR will work with the CITY to
identify important metrics and approaches that will be used to guide the FCA evaluation. The CITY will provide rate calculations for the capital and O&M cost increases for 4 sets of wastewater and stormwater projects.

- Present the FCA information and tool to the CITY within a workshop setting to develop the final FCA.
- Document FCA within a technical memorandum based upon the results of the FCA Workshop.

**Task 7 – Develop IMP**

- Integrate the findings of the previous tasks into a summary document which will comprise the draft IMP. To meet USEPA’s Integrated Planning Framework Elements 5 and 6, the IMP will include recommendations for measuring IMP success and a process for improving the IMP through adaptive management. HDR will coordinate with CITY staff in the development of the IMP and its approval by the regulators.
- Present draft IMP to stakeholders, elected officials, and regulators to gain feedback prior to finalizing the IMP.
- Finalize IMP document.

**Task 8 – Project Management**

- Develop a project management guide for implementation throughout the project to control cost, schedule, and quality
- Conduct routine coordination activities to ensure project elements meet HDR quality assurance requirements and are delivered in a timely and cost conscience manner.

**DATA NEEDS**
Due to the evolving nature of the integrated planning process, data needs will be identified and communicated to the CITY as the project progresses.

**PART 3.0  OWNER’S RESPONSIBILITIES:**

The CITY will work to provide HDR relevant information as needed throughout the IMP development process.

**PART 4.0  PERIODS OF SERVICE:**

210 days from date of task order execution.
PART 5.0 PAYMENTS TO ENGINEER:

Lump Sum Fee of $94,810, to be invoiced monthly based percent completed as determined by the Engineer. No changes shall be made to this scope of work unless by written amendment signed by both parties.

PART 6.0 ADDITIONAL SERVICES:

Additional Services will include additional planning/financing support, environmental assessment, environmental clearances, design services, and any other services not specifically outlined above.

This Task Order is executed this __________ day of ______________, 20__.

City of Rolla, Missouri  HDR ENGINEERING, INC.
"OWNER"  "ENGINEER"

BY:  ___________________________  BY:  ___________________________
NAME:  ___________________________  NAME:  Joseph E. Drimmel
TITLE:  ___________________________  TITLE:  Vice President
ADDRESS:  ___________________________  ADDRESS:  4435 Main St., Suite 1000

Kansas City, MO 64111

Contracts Manual  SMOEA - 5  7-2000

Ⅲ. A.7.
CITY OF ROLLA
CITY COUNCIL AGENDA

DEPARTMENT HEAD: Steve Hargis
ACTION REQUESTED: Ordinance
Final Reading

ITEM/SUBJECT: HDR PROFESSIONAL SERVICES AGREEMENT
TASK ORDER #9

BUDGET APPROPRIATION (IF APPLICABLE) $40,000.00 DATE: 10/16/17

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

COMMENTARY:

This agreement provides professional services in the evaluation of property needed to expand plant operations at both our Southeast and Vichy Road Wastewater Treatment Plants.

Staff recommends approval.

ITEM NO. III B 1.
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 BETWEEN THE CITY OF ROLLA, MISSOURI AND HDR ENGINEERING, INC.

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

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


APPROVED:

__________________________
MAYOR

ATTEST:

__________________________
CITY CLERK

APPROVED AS TO FORM:

__________________________
CITY COUNSELOR
EXHIBIT A

TASK ORDER NO. 9

This Task Order pertains to an Agreement by and between City of Rolla, Missouri (“OWNER”), and HDR Engineering, Inc. (“ENGINEER”), dated January 19, 2011, (“the Agreement”). Engineer shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

TASK ORDER NUMBER: No. 9
PROJECT NAME: VICHY ROAD & SE WWTP – SITE SELECTION ANALYSIS

PART 1.0 PROJECT DESCRIPTION:

Perform evaluation of sites/property necessary to acquire for the construction of a new Vichy Road WWTP and the expansion of the SE WWTP. The preferred site for the Vichy Road WWTP joins the existing facility to the south. The SE WWTP will require additional land just northeast of the existing oxidation ditch on the east plant. It is the intent of this task order to: 1) obtain environmental clearances as required by the MDNR State Revolving Program (SRF), unless otherwise noted, and 2) perform sufficient site layout such that the amount of land necessary for acquisition can be defined.

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER ON THE PROJECT

VICHY ROAD WWTP

Task 1 – Flood Plain Determination (Currently Approximate Zone A)
- Survey cross sections of the drainage area and minimal topographic survey of site
- Perform HEC1 and HEC RAS models
- Determine 100 year flood elevation at the proposed site

Task 2 – Environmental Clearances
- Prepare and submit environmental clearance letters to the following agencies
  - Army Corps of Engineers, including preliminary wetlands assessment. If it is determined that an individual permit is required this would be done during design under a subsequent task order
  - Department of Natural Resources, Historic Preservation (Allowance for Archeological Survey)
○ Department of Conservation
○ US Fish and Wildlife
○ Department of Natural Resources, Geological Survey (lagoon collapse potential and receiving stream determination)
○ Federal Assistance Clearinghouse

Task 3 – Site Evaluation
- Develop site selection criteria
- Evaluate setback requirements
- Perform cursory hydraulic analysis
- Delineate land area required for acquisition
- Draft report detailing findings
- Meetings with City staff

Task 3 – Boundary and Title Research
- Perform sufficient deed research to determine existing property model
- Research easements and encumbrances which may impact usability of site
- Actual boundary surveys of the property to be acquired will be performed under a subsequent task order.

SOUTHEAST WWTP

Task 1 – Topographic Survey
- Perform topographic survey of site expansion area

Task 2 – Environmental Clearances
- Prepare and submit environmental clearance letters to the following agencies
  ○ Army Corps of Engineers, including preliminary wetlands assessment. If it is determined that an individual permit is required this would be done during design under a subsequent task order
  ○ Department of Natural Resources, Historic Preservation (Allowance for Archeological Survey)
  ○ Department of Conservation
  ○ US Fish and Wildlife
  ○ Department of Natural Resources, Geological Survey (lagoon collapse potential and receiving stream determination)
  ○ Federal Assistance Clearinghouse
Task 3 – Site Evaluation
- Develop site selection criteria
- Evaluate setback requirements
- Perform cursory grading analysis
- Delineate land area required for acquisition
- Draft report detailing findings
- Meetings with City staff

Task 3 – Boundary and Title Research
- Perform sufficient deed research to determine existing property model
- Research easements and encumbrances which may impact usability of site
- Actual boundary surveys of the property to be acquired will be performed under a subsequent task order.

PART 3.0 OWNER’S RESPONSIBILITIES:

Owner shall furnish the following information:

- Identify preferred sites for acquisition

PART 4.0 PERIODS OF SERVICE:

90 days from date of task order execution.

PART 5.0 PAYMENTS TO ENGINEER:

Hourly Rate, Not to Exceed Fee of $44,640, to be invoiced monthly based upon the hours expended, at the standard hourly rates of HDR and their subconsultants, plus reimbursable expenses as generally outlined in the work plan. No changes shall be made to this scope of work unless by written amendment signed by both parties.

PART 6.0 ADDITIONAL SERVICES:

Additional Services will include additional planning/financing support, design services, and any other services not specifically outlined above.
This Task Order is executed this ________ day of _____________, 20__.

City of Rolla, Missouri  
"OWNER"

BY: ____________________________  BY: ____________________________
NAME: __________________________
TITLE: __________________________
ADDRESS: ______________________

HDR ENGINEERING, INC.  
"ENGINEER"

NAME: Joseph E. Drimmel
TITLE: Vice President
ADDRESS: 4435 Main St., Suite 1000
          Kansas City, MO 64111
COMMENTS:

The attached ordinance authorizes the Mayor to execute a Memorandum of Understanding between the City of Rolla and Missouri Department of Natural Resources.

The purpose of this Memorandum of Understanding (MOU) between the Missouri Department of Natural Resources ("Department") and the City of Rolla, Missouri ("Rolla") (collectively, the "Parties") is to acknowledge and agree that Rolla will develop an Integrated Management Plan (IMP) to guide their future wastewater and stormwater system investments. The purpose of this MOU is to acknowledge that Rolla is preparing an IMP and that the Department will use the plan, upon its completion and reaching consensus, in future regulatory decisions.

Staff recommends approval.
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 BETWEEN THE CITY OF ROLLA, MISSOURI AND THE MISSOURI DEPARTMENT OF NATURAL RESOURCES FOR MEMORANDUM OF UNDERSTANDING.

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

    Section 1: That the Mayor of the City of Rolla, Missouri be and is hereby authorized and directed to execute on behalf of the City of Rolla, Missouri an agreement between the City of Rolla, Missouri and The Missouri Department of Natural Resources for Memorandum of Understanding, a copy of said agreement being attached hereto and marked Exhibit A.


APPROVED:


MAYOR

ATTEST:


CITY CLERK

APPROVED AS TO FORM:


CITY COUNSELOR
Memorandum of Understanding
between the
Missouri Department of Natural Resources and the City of Rolla, Missouri
regarding the
Integrated Management Plan for Wastewater and Stormwater

Purpose

The purpose of this Memorandum of Understanding (MOU) between the Missouri Department of Natural Resources ("Department") and the City of Rolla, Missouri ("Rolla") (collectively, the "Parties") is to acknowledge and agree that Rolla will develop an Integrated Management Plan (IMP) to guide their future wastewater and stormwater system investments. The purpose of this MOU is to acknowledge that Rolla is preparing an IMP and that the Department will use the plan, upon its completion and reaching consensus, in future regulatory decisions.

Background

On June 5, 2012, the United States Environmental Protection Agency (EPA) published the Integrated Municipal Stormwater and Wastewater Planning Approach Framework to assist municipalities in identifying a procedure that supports achievement of human health and water quality obligations of the Clean Water Act by identifying efficiencies in implementing requirements that arise from distinct wastewater and stormwater programs, including how to best prioritize capital investments.

The Department published a Missouri Integrated Plan Framework in support of EPA’s integrated plan Framework. The guidance provides state specific factors that are useful for entities to consider during the development on an integrated plan.

Over the next several years, Rolla plans to complete improvements to their wastewater and stormwater systems that will be established in their IMP. The IMP will help prioritize permit and enforcement requirements by taking into consideration the potential impacts to human and environmental health as well as the potential future costs to be borne by the residents of Rolla. When appropriate, Rolla agrees to incorporate green infrastructure approaches toward compliance with requirements as part of the IMP.

Implementation

Rolla’s IMP will contain all of the components of an integrated plan as written in the final version of the framework published in 2012 by EPA and in 2016 by the Department. Communication with the Department is encouraged during this time to ensure all Clean Water Act and Missouri Clean Water Law requirements are met during the drafting phase of the plan. As decisions related to schedules will be based on the agreed upon IMP, Rolla’s Missouri State Operating Permits (#MO-0050652, #MO-0047023, and #MO-0047031), Municipal Separate Storm Sewer System (MS4) permit (#MOR040033), Sanitary Sewer Overflow (SSO) program, and development of the future enforcement orders (if such may be necessary) will refer back to the plan as justification of schedules for compliance. Further, one segment of Dutro Carter Creek (Water Body ID: 3569), one segment of Burgher Branch (Water Body ID: 1865), and two segments of Little Cry Fork (Water Body ID: 1863, 1864) are listed as impaired for low dissolved oxygen on the approved 2016 303(d) List of impaired waters. Impairments for Escherichia Coli are also included on the 2016 303(d) List for Dutro Carter Creek (Water Body ID: 3570) and Little Beaver Creek (Water Body ID: 1529) which are in the service area of the City of Rolla. Because the Rolla SE WWTP (#MO-0050652) and multiple point source discharges were listed as the source of these impairments, upgrades at the City of Rolla wastewater treatment plants (listed above), MS4, and wet weather program may lead to attainment of applicable water quality standards for the impaired segments. Therefore, the Department is committed to defer TMDL development for these segments to allow the city to implement their IMP to strive towards water quality standards attainment. If new segments or impairments are identified in the City’s service area in the future, TMDLs deferral will be considered in instances where the cities’ IMP aims to address water quality standards attainment. After IMP implementation, the Department
will reassess the impaired segments and determine whether TMDL development is still necessary. The schedules agreed to shall be consistent with 40 CFR § 122.47.

Agreement

The Parties enter into this MOU to provide Rolla assurance that the Department agrees with the intent of Rolla to develop an IMP which will include improvement to their wastewater treatment plants, collection system, and MS4 directed at permit compliance and water quality standards attainment. The plan shall follow the guidance as written in EPA's Integrated Municipal Stormwater and Wastewater Planning Approach Framework and the Department's Missouri Integrated Planning Framework.

Agreement to and compliance with the MOU does not remove any obligations of Rolla to comply with their Missouri Clean Water Law and Clean Water Act requirements, nor does it lower existing regulatory or permitting standards, but rather recognizes the flexibilities within the Missouri Clean Water Law and the Clean Water Act for the appropriate scheduling of work.

Entry into Force

The MOU will become effective and enforceable upon signature by the Parties.

Duration and Amendment

The MOU is effective for an initial period of five years and may be renewed or amended by mutual agreement in writing between the Parties. Once an IMP is agreed upon by the Department and the City of Rolla, a subsequent MOU will be written that takes into account the timeframe that is determined necessary to complete improvements to the city's wastewater and stormwater systems.

Termination

Each Party has the right to terminate the MOU by giving six months' notice in writing to the other Party at any time.

Authority

Each Party has full knowledge of and has consented to this MOU, and represents and warrants that each person who signs this MOU on its behalf is duly authorized to execute this MOU on behalf of the respective Party and legally bind the Party represented to this MOU.

Missouri Department of Natural Resources

Carol Comer, Director

Date:

City of Rolla, Missouri

Louis J. Magdits IV, Mayor

Date:
In conjunction with this year’s Christmas parade the local Sister Cities Organization would like to close Seventh Street from Pine Street to Rolla Street on Friday, December 1st from 6:00 am until Sunday, December 3rd at noon.

In addition, they would like to close Pine Street from Sixth Street to Tenth Street from Friday, December 1st at 5:00 pm until 10:00 pm. These areas will be used to stage activities in conjunction with Christkindl Market 2017.

Staff recommends approval.
CITY OF ROLLA
CITY COUNCIL AGENDA

DEPARTMENT: Community Development  ACTION REQUESTED: First Reading

SUBJECT: A request to adjust the boundary lines of the parcels that are known as 2409 and 2419 North Bishop Avenue through the minor subdivision process.

(RCP)
MEETING DATE: 10-16-2017

GENERAL INFORMATION:

APPLICANT: There are two parcels (the subject parcels) in this subdivision process that will be reconfigured. All parcels are owned by Randy Clayton Properties (RCP) (the applicant). The applicant’s mailing address is 713 Houston Road, Rolla, Missouri, 65401.

ENGINEER OF RECORD: The engineering/surveying firm that created the subdivision plat map for this project is Lortz Surveying LLC.

LOCATION: The subject parcels are located in the city of Rolla, Phelps County, Missouri, at 2409 and 2419 North Bishop Avenue (also known as U.S. Highway 63), which is about 2000 feet north of the intersection of U.S. Highway 63 and Interstate 44. The Phelps County Assessor’s Account Numbers are 4043 (2419 N. Bishop Ave.) and 4043.01 (2409 N. Bishop Ave.). The legal descriptions on the attached plat map in Figure 3-A entail a specific location.

CURRENT ZONING/USE: The subject parcels are located in the Highway Commercial District (C-3). This district is “intended for business uses which provide essential commercial services and support activities…that require high visibility…” (Rolla Planning and Zoning Book, Section 42-192). The current use of the properties is the sale of motor-vehicle accessories/parts.

PROJECT DESCRIPTION: The applicant is proposing to use the minor subdivision process to adjust the boundary lines of the parcels that are known as 2409 and 2419 North Bishop Avenue. In essence, the legal descriptions for these two parcels will be reconfigured to enlarge Lot 2 (2409 N. Bishop Ave.) from about 0.3 acres to 0.75 acres and to shrink Lot 1 (2419 N. Bishop) from about 10.4 acres to 10.32 acres. In addition, this subdivision process will allow the city to recognize a county-recorded division of land that is currently unrecognized by the city (i.e. will allow an ‘illegal’ subdivision to become legal).

PROCESS: The applicant submitted a draft Final Plat that has been reviewed by the relevant staff of Rolla’s municipal government and by the staff of Rolla Municipal Utilities (RMU). After review, said staff proceeded to communicate to the applicant and his/her/their surveyor the findings of said review (See Figure 3-B for Rolla’s Public Works Department’s comment memorandum and Figure 3-C for RMUs comment memorandum). After review of said findings, the applicant/surveyor submitted a revised Final Plat (See Figure 3-A) to the Community Development Department. The revised Final Plat was reviewed again by relevant city and
utilities staff. Since then, all relevant staff has verified that the revised version of the Final Plat meets the requirements to which they refer.

**AREA AND BULK REQUIREMENTS:** The current and future bulk and area specifications for the subject parcels meet C-3 bulk and area requirements.

**PUBLIC COMMENT:** No public comments or issues have been submitted to the city.

**ACTION REQUIRED:** The action requested from the City Council is to conduct the first reading of RCP’s proposal to adjust the boundary lines of the subject parcels through the minor subdivision process. If this proposal is approved, it is requested that an ordinance that enacts this proposal through law be approved.

Attachments (Ordinance, Fig.3-A to Fig. 3-C)
Memo

TO: Community Development
FROM: Everett Briggs/Public Works Staff
CC: Jason Lortz, SH, DP, DJ, DF, TF, AM, File
DATE: September 21, 2017
SUBJECT: Review of Final Plat of RCP Subdivision

The public works staff has completed review of the above referenced plat and except for the following finds it to be in accordance with City of Rolla, Missouri Subdivision codes:

1) The zoning of this subdivision is C-3. Therefore any dedication or cash in lieu of payment will not be due at this time.
2) A Land Development Permit (LDP) for Lot No.1 of this subdivision will be required when it is
developed. This fee would be calculated as follows:

   LDP fee (C-3) = $600 + $150 per acre

3) A Land Development Permit for Lot No.2 of this subdivision would not be required as it is less than one
acre in size. However, all Best Management Practices (BMP's) should be used by the developer to
insure that all sediment stays on the lot.
4) The need for storm water detention facilities for this subdivision will be determined by the Public
   Works Director. If approved by the Public Works Director a fee in lieu of storm water detention
   facilities will be applied to this subdivision. This fee would be calculated as follows:

   Cash in Lieu of fee = $1500 per acre ($1,500 minimum)

5) The north boundary of the tract as labeled meets closure requirements.
6) Need to add the word Subdivision to the title.
7) Need to show city limits on the plat.
8) Need to show the setback lines on the plat and update the line symbol legend.
9) Need to show the existing 20 foot wide sanitary sewer easement on the city's sanitary sewer that runs across
   the northeast corner of this tract. This easement is located at Document No. 9300712 in the Phelps County
   Recorder's office.
10) There is also an existing 20 foot wide utility easement running across Lot 2 and under the existing building
    shown. This easement is located Book 375/Page 298 at the Phelps County Recorder's Office.
11) Since this property will have a Bishop Avenue address we need to add Bishop Avenue to U.S. Highway 63
    and show its width.
12) Need to show Steve Flowers as the interim Community Development Director.
13) The Rolla city codes can be accessed online at www.rollacity.org and then click on the city ordinance button.

An Equal Opportunity Employer
MEMO

To: James Shields
From: Vicki Cushman
Subject: Development Review Committee
Date: September 25, 2017

RMU has reviewed the articles submitted for discussion at the September 26th meeting and provides the following comments:

1. **Rezone 601 N. Elm (G.R.A.C.E.):** RMU has no comments.

2. **Rezone 6.94 Acre Tract (City of Rolla):** Both water and electric services to the property will require relocation due to the Hwy 72 Extension project. The purchaser will be responsible for installing a water service connection, including a new water main tap, a meter pit near Strobach and a service line from the residence to the new point of connection. RMU will reconfigure the electric service to the point of connection with RMU’s system.

3. **RCP Subdivision (RCP):** RMU has no comments.

Rodney Bourne, RMU General Manager
Chad Davis, RMU Operations Manager
ORDINANCE NO. __________

AN ORDINANCE TO APPROVE THE ADJUSTMENT OF THE BOUNDARY LINES OF THE PARCELS THAT ARE KNOWN AS 2409 AND 2419 NORTH BISHOP AVENUE THROUGH THE SUBDIVISION PROCESS. (RCP)

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

SECTION 1: An ordinance approving the adjustment of the boundary lines of the parcels that are known as 2409 and 2419 North Bishop Avenue through the subdivision process.

SECTION 2: That this ordinance shall be in full force and effect from and after the date of its passage and approval. Building permits may not be issued by the Community Development Department until the revised plat has been filed with the Phelps County Recorder of Deeds.


APPROVED:

______________________________
Mayor

ATTEST:

______________________________
City Clerk

APPROVED AS TO FORM:

______________________________
City Counselor
DEPARTMENT HEAD: John Butz, City Administrator  ACTION REQUESTED: Resolution

ITEM/SUBJECT: Memorandum to Enter into Joint Purchase Agreement for RPD Generator (PCESB)

BUDGET APPROPRIATION (IF APPLICABLE) $87,000± (50% City)  DATE: Oct. 16, 2017

COMMENTARY:

The Rolla Police Station which houses the Countywide Dispatch Services and the emergency operations center has an old 50 KW generator that currently only powers the basic electric/lighting to keep the Dispatch Center operational. The generator is 15 years old and in constant repair. The FY 2018 budget includes funds to purchase a new 200 KW generator to power the entire building including HVAC/air circulation. The PCESB agreed to split the cost of the generator equally and to finance the City’s portion of same over three equal, yearly payments. The City’s budget includes the $15,000 annual payment. PCESB has authorized the attached MOU subject to Council’s approval. If approved the City will proceed with procurement of same (subject to PCESB/Council final approval).

Recommendation: Motion to approve the Resolution authorizing the generator purchase agreement.
RESOLUTION NO. __________

A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI, TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI, AN AGREEMENT AND CONSENT FOR PURCHASE OF GENERATOR FOR THE ROLLA POLICE DEPARTMENT (RPD) AND THE PHELPS COUNTY EMERGENCY SERVICES BOARD (PCESB).

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

Section 1: That the Mayor of the City of Rolla, Missouri, be and is hereby authorized and directed to execute on behalf of the City of Rolla, Missouri, an agreement and consent for purchase of generator by and between the City of Rolla, Missouri, and the Phelps County Emergency Services Board (PCESB), a copy of said agreement being attached hereto and marked Exhibit A.

Section 2: That this resolution shall be in full force and effect from and after the date of its passage and approval.


APPROVED:

ATTEST:

MAYOR

CITY CLERK

APPROVED AS TO FORM:

CITY COUNSELOR
Agreement and Consent for Purchase of Generator for RPD and PCESB

This Consent and Agreement is given and made effective as of the date shown below by and between the Phelps County Emergency Services Board, a Missouri body politic, ("PCESB") and the City of Rolla, Missouri, a Missouri city of the third class ("City").

A. PCESB operates and oversees emergency dispatch services for all emergency responders and contracts with Police Department, Rolla, Missouri, for the housing of dispatch services.

B. City desires to replace and upgrade the generator that powers the entire police station and dispatch center to include HVAC.

C. PCESB is willing to purchase said generator on behalf of Rolla Police Department and to split the cost (installed) equally with the City.

D. City agrees to pay PCESB in three equal annual installment half of the cost of the new generator.

According, in consideration of the above, and the mutual promises set forth below, the parties agree as follows:

1) PCESB hereby consents that the City is hereby authorized to procure and install a diesel, 200 KW generator with an electronic isochronous governor, digital genset control, automatic float battery charger, level 3 sound enclosures, 375 gallon double-wall sub-base tank, automatic transfer switch and fencing (estimated cost of $85,000).

2) PCESB reserves the right to review all bid documents and award and will make all payments for purchase and installation of said generator.

3) Thirty days following completion of the generator installation City will make the first of three annual payments to PCESB for the shared cost of said generator.

4) Neither party shall have any liability to the other with respect to their mutual benefit of the generator; provided that City, without waiving any defense of sovereign immunity, shall hold PCESB harmless for any damages to the generator, building or to the person or property of any other party, associated with City’s use or occupancy of the generator.

Signed by the parties and effective this ____ day of September 2017.

PCESB:  

By: ____________________________  
Paul Rueff, Chairman

CITY:  

By: ____________________________  
Mayor Louis J. Magdits, IV
Special Resolution No. ______

A RESOLUTION AUTHORIZING THE PHELPS COUNTY EMERGENCY SERVICES BOARD TO ENTER INTO AN INTERAGENCY AGREEMENT TO PURCHASE A GENERATOR FOR USE IN THE ROLLA POLICE DEPARTMENT DISPATCH CENTER.

Recitals:

A. The Phelps County Emergency Services Board, formed pursuant to Section 190.335, RSMo, and Phelps County, Missouri, are empowered, under Article VI, Section 16 of the Missouri Constitution and Section 70.220, RSMo, to enter into certain cooperative agreements.

B. It is deemed by the Board to be advantageous to enter into an agreement with the City of Rolla, Missouri, authorizing the City to purchase and install a generator and share costs for said purchase with the Phelps County Emergency Services Board.

Accordingly, it is hereby resolved by the Phelps County Emergency Services Board as follows:

1. The Agreement by and between the Phelps County Emergency Services Board and the City of Rolla, in the form attached hereto as Exhibit "A" is hereby approved.

2. The Chairman is hereby authorized and directed to execute the Agreement on behalf of the Board.

3. The Agreement shall be effective immediately upon execution of the same by the parties.

READ AND PASSED BY THE PHELPS COUNTY EMERGENCY SERVICES BOARD AND EFFECTIVE THIS 9th DAY OF SEPTEMBER, 2017.

PAUL RUEFF, CHAIRMAN

Attest:

X ______________________, SECRETARY

<table>
<thead>
<tr>
<th>Members</th>
<th>Vote on September 14, 2017</th>
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<tbody>
<tr>
<td>Randy Barr</td>
<td>yes</td>
</tr>
<tr>
<td>Steve Zap</td>
<td>yes</td>
</tr>
<tr>
<td>Paula Volkmer</td>
<td>yes</td>
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<tr>
<td>Nick Chlysta</td>
<td>yes</td>
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<tr>
<td>Buz Harvey</td>
<td>yes</td>
</tr>
<tr>
<td>Ralph Hess</td>
<td>yes</td>
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</tbody>
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Special Resolution No. 13 – Approval of Rolla Generator