NOTICE OF OPEN MEETING

Posted 5:00 p.m., Friday, June 14, 2024
Notice is hereby given that the Neosho City Council will meet in regular session on Tuesday, June 18, 2024 at 7:00 p.m., in the Council Chambers at City Hall 203 East Main Street, Neosho, Missouri.

AGENDA
REGULAR SESSION
NEOSHO CITY COUNCIL

The agenda of this meeting includes:

OPENING PRAYER & PLEDGE OF ALLEGIANCE

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

CONSENT AGENDA

1. June 4, 2024 Open Session Council Minutes
2. Bill No. 2024-47: Annexation of 1630 Industrial Drive into the City of Neosho
3. Bill No. 2024-48: Rezoning of 1630 Industrial Drive (MFA Propane) as a C-3, Commercial Business District
4. Bill No. 2024-49: Agreement with First Community Bank for Banking Services
5. Bill No. 2024-50: Loss Prevention and Safety Manual

VISITOR'S BUSINESS

1. Pete Ramsel - Kodiak Fields

CORRESPONDENCE

1. Cemetery Maintenance

PUBLIC HEARINGS

1. Public Hearing for Rezoning of 318-320 N. Wood Street form M-1, Light Industrial to R-3, Apartment House District
2. Public Hearing for Rezoning of the area of 1310 Reid Road from R-1 First Dwelling House to C-3, Commercial Business District
3. Public Hearing for Voluntary Annexation of 2874 Bowler Drive.

NEW BUSINESS

1. Bill No. 2024-45: Request to Rezone 318 and 320 N Wood Street from M-1 to R-3
2. Bill No. 2024-51: Request to Rezone the Area of 1310 Reid Road from R-1 District to C-3 District.
3. Bill No. 2024-52: Authorizing the Renaming of Hill and Sherman to Senior Hill and

Alumni Way

4. Bill No. 2024-53: Amending Code Sections 705 and 710 Connection to Utilities
5. Bill No. 2024-54: Amending Code Section 605.040 Certain Insurance Policies
6. Resolution Bill No. 2024-32: Real Estate Purchase 301 N. Wood Street
7. Resolution Bill No. 2024-33: Lampo Building and Municipal Auditorium Rental Policy and Fees
8. Resolution Bill No. 2024-34: Destruction of Records
9. Public Safety Center RFQ

APPOINTMENTS AND VACANCIES

1. **Neosho-Newton County Library Board**

    1. *Letter of Reappointment from Karina Cole*
    2. *Letter of Reappointment from Keri Collinsworth*
    3. *Letter of Interest from Jake Evans*

2. **Neosho Housing Authority**

    1. *Letter of Resignation from Chris Fenske*

3. **Golf Course Board**

    1. *Letter of Interest from Dakotah Smith*

REPORT OF CITY OFFICERS

1. May Financial Report
2. UTV Discussion

CLOSED SESSION

1. Section 610.021 (1) RSMo,...Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between public governmental body or its representatives and its attorneys.

ADJOURN

Representatives of the news media may obtain copies of this notice by contacting Cheyenne Wright, City Clerk, 203 E. Main, Neosho, Missouri (417-451-8050). Meeting agenda posted in the Water Department located at 203 East Main Street, Neosho, MO and outside the City Council Chambers entrance also located at 203 East Main Street, Neosho, MO.

MINUTES
NEOSHO CITY COUNCIL
June 4, 2024 - 7:00 PM
Neosho Council Chambers
203 E. Main St., Neosho, MO

OPENING PRAYER & PLEDGE OF ALLEGIANCE

Pastor Mark Taylor opened with prayer and Mayor Davidson led the pledge of allegiance.

CALL TO ORDER

Mayor Davidson called the meeting to order at 7 p.m.

ROLL CALL

COUNCIL PRESENT:
Charles Collinsworth, Carl Cobb, Angela Thomas, Tom Workman, Julie Humphrey, Richard Davidson, and Ashton Robinson

CITY OFFICERS PRESENT:
David Kennedy, City Manager; Derek Snyder, City Attorney; and Cheyenne Wright, City Clerk, minutes taken by clerk.

APPROVAL OF AGENDA

Councilman Collinsworth made a motion to Approve the Agenda; Councilwoman Humphrey seconded.

Roll call vote:
Yes: Carl Cobb, Charles Collinsworth, Richard Davidson, Julie Humphrey, Ashton Robinson, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

CONSENT AGENDA

Councilman Cobb made a motion to Approve the Consent Agenda to include:
May 21, 2024 Open Session Council Minutes
Bill No. 2024-41
Bill No. 2024-42
Bill No. 2024-43
Bill No. 2024-44
Bill No. 2024-46
Councilman Workman seconded.

Roll call vote:
Yes: Carl Cobb, Charles Collinsworth, Richard Davidson, Julie Humphrey, Ashton Robinson, Angela Thomas,

Tom Workman
No: None
Abstain: None
Passed.

VISITOR'S BUSINESS

There was no one present to speak under visitor's business.

CORRESPONDENCE

Thank you to the Neosho Fire and Police Departments was read by City Clerk Wright.

BIDS

Rotor Bearings

Ken Brady, Alliance Water Resources Manager, addressed the city council stating that this bid was sent out to three companies for the purchase of replacement bearings for the rotors at the Shoal Creek WWTP. Funds were allocated in the current budget for a rotor rebuild. We do not currently have a rotor that needs a complete rebuild. We do have 4 rotors that need the bearings replaced as a proactive measure to prevent future breakdowns. When these bearings completely fail, that can cause extensive damage. Our goal is to replace them and prevent that from occurring. There is $60,000.00 allocated for rotor repairs in the current budget. We sent bids out and received one back from D&S Erectors, LLC in the amount of $19,955.12.

Councilman Cobb made a motion to Approve the bid from D&S Erectors in the amount of $19,955.12; Councilman Workman seconded.

Roll call vote:
Yes: Carl Cobb, Charles Collinsworth, Richard Davidson, Julie Humphrey, Ashton Robinson, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

PUBLIC HEARINGS

Public Hearing - Request to Rezone 1630 Industrial Drive (MFA Propane) as C-3 Commercial Business District

Mayor Davidson opened the public hearing for rezoning request for 1630 Industrial Drive (MFA Propane) as C-3 Commercial Business District at 7:05 p.m.

There was no one present to speak.

Mayor Davidson closed the public hearing at 7:05 p.m.

NEW BUSINESS

Bill No. 2024-47: Annexation of 1630 Industrial Drive into the City of Neosho

AN ORDINANCE of the City of Neosho approving the voluntary annexation of certain tracts of land, as petitioned by MFA Oil Company, owner of real property to be annexed to the City of Neosho, Missouri, and for the extension of the city limits of the City of Neosho, embracing and including unincorporated real property located in Newton County, Missouri, hereinafter described.

Attorney Snyder read Bill No. 2024-47 in title only.

Councilman Collinsworth made a motion to Approve and Discuss Bill No. 2024-47; Councilman Cobb seconded.

Development Services Director Leavens addressed the city council stating that the purpose of this agenda item is to seek council approval for annexing the property of 1630 Industrial Drive (MFA Propane) into the City of Neosho. This request has been reviewed by the Planning and Zoning Committee and forwarded to the city council with a recommendation to accept the location into the city limits of Neosho. A public hearing was conducted by the City Council on May 21st with no public comment received. The 14-day period for additional public comment has expired without comment.

Roll call vote:
Yes: Carl Cobb, Charles Collinsworth, Richard Davidson, Julie Humphrey, Ashton Robinson, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Bill No. 2024-48: Rezoning of 1630 Industrial Drive (MFA Propane) as a C-3, Commercial Business District

AN ORDINANCE of the City of Neosho to amend the zoning District Map for the City of Neosho for certain property within the limits of the City located at 1630 Industrial Drive, Neosho, Missouri, as requested by the owner, MFA Oil Company from a District “R-1” First Dwelling House District to a District “C-3” Commercial Business District.

Attorney Snyder read Bill No. 2024-48 in title only.

Councilman Cobb made a motion to Approve and Discuss Bill No. 2024-48; Councilwoman Thomas seconded.
Development Services Director Leavens addressed the city council stating that the purpose of this agenda item is to seek council approval for rezoning the property located at 1630 Industrial Drive as a C-3, Commercial Business District. MFA Oil located at 1630 Industrial Drive has requested to be annexed into the City of Neosho in a zone that allows them to continue the business as it has been. The request has been reviewed by the Planning and Zoning Committee. The committee has recommended the location be accepted as a C-3, Commercial Business District.

Roll call vote:
Yes: Carl Cobb, Charles Collinsworth, Richard Davidson, Julie Humphrey, Ashton Robinson, Angela Thomas, Tom Workman

No: None
Abstain: None
Passed.

Bill No. 2024-49: Agreement with First Community Bank for Banking Services

AN ORDINANCE authorizing the City of Neosho, Missouri, to enter into an Agreement with First Community Bank, a Missouri financial institution, and First National Bankers Bank, as Custodian, for the purpose of providing banking services for the City of Neosho municipal accounts; authorizing the Mayor to execute the same by and on behalf of the City of Neosho.

Attorney Snyder read Bill No. 2024-49 in title only.

Mayor Davidson recused himself from the meeting due to his relationship on the board of First Community Bank.

Mayor Pro Tem Robinson took over the meeting.

Councilman Collinsworth made a motion to Approve and Discuss Bill No. 2024-49; Councilman Workman seconded.

Finance Director Forest addressed the city council stating that the purpose of this agenda item is to seek council approval of the agreement for Custodial Services and Depository Agreement with First Community Bank for the City's banking services. On May 21, 2024, Council approved a bid from First Community Bank for banking services to cover a five-year period.

Roll call vote:
Yes: Carl Cobb, Charles Collinsworth, Julie Humphrey, Ashton Robinson, Angela Thomas, Tom Workman
No: None
Abstain: Richard Davidson
Passed.

Mayor Davidson returned to the meeting.

Bill No. 2024-50: Loss Prevention and Safety Manual

AN ORDINANCE of the City of Neosho, Missouri, adopting a Loss Prevention and Safety Manual for use by the staff of the City of Neosho, Missouri.

Attorney Snyder read Bill No. 2024-50 in title only.

Councilman Cobb made a motion to Approve and Discuss Bill No. 2024-50; Councilwoman Thomas seconded.
Human Resources Director Muhic addressed the city council stating that the purpose of this item is to approve the updated Loss Prevention and Safety Manual. The current Loss Prevention and Safety Manual has not been updated since 2016. The Loss Prevention and Safety Manual is a guideline for city employees to follow while on duty. The City's Safety Committee, which includes all directors, meets monthly and has been in the process of reviewing and updating. The safety committee will continue to review annually.

Roll call vote:
Yes: Carl Cobb, Charles Collinsworth, Richard Davidson, Julie Humphrey, Ashton Robinson, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Resolution Bill No. 2024-31: Fiscal and Investment Policy

A RESOLUTION of the City of Neosho, Missouri, adopting a new Fiscal and Investment Policy for the City of Neosho.

Attorney Snyder read Bill No. 2024-47 in title only.

Councilwoman Robinson made a motion to Approve and Discuss Resolution Bill No. 2024-31; Mayor Davidson seconded.

Finance Director Forest addressed the city council stating that the purpose of this agenda item is to update the Fiscal and Investment Policy that was last updated March 2000. The Fiscal and Investment Policy was completed and approved March 21, 2000. The policy as a whole is still valid and follow best practices and sound financial policies. Some areas are in need of additional changes to language and areas are very broad and outdated and in need of updating after 24 years. The revisions add additional structure to the existing policy.

Roll call vote:
Yes: Carl Cobb, Charles Collinsworth, Richard Davidson, Julie Humphrey, Ashton Robinson, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Service Line Warranty Spring Campaign

Finance Director Forest addressed the city council stating that the Service Line Warranty Program would like to send out another mailer to the citizens. However the city logo will be removed for their summer campaign.

The city council approved the letter by consensus.

Insurance Invoices July 1, 2024 to June 30, 2025

Finance Director Forest updated the council on the insurance invoices received from MIRMA and for the city's cyber security insurance. The invoices for each entity were received and MIRMA was in the amount of $568,939.00 and the Cyber Security Invoice was $12,190.00, which was only a little bit higher than last years.

Request to Approve Submission of Grant Application for Parks Dept.

Parks and Recreation Director Balls addressed the city council stating that staff would like to submit for the DNR grant available for recycled tire picnic tables and benches.

Councilwoman Thomas made a motion to Approve the DNR grant application for Parks Dept. for picnic tables and benches; Councilwoman Humphrey seconded.

Roll call vote:
Yes: Carl Cobb, Charles Collinsworth, Richard Davidson, Julie Humphrey, Ashton Robinson, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

REPORT OF CITY OFFICERS

Finance- Republic Services Increase

Finance Director Forest addressed the city council to update them on the increase received from Republic Services for trash services. The residents will see the rate increase on the August 15th water bill.

Hill Street / Sherman Street Discussion

City Manager Kennedy addressed the city council stating that this is to request the renaming of Hill Street from Oak Ridge to the Boulevard. Wildcat Hill was the suggestion made by the Neosho School District and another suggestion was for Senior Hill. Alumni Way was the suggested change for Sherman Street. By a consensus of council to move forward with Senior Hill as the renaming.

Mayor Davidson asked if we could also look into getting the school mascot on our city water towers.

City Manager Kennedy stated that he would look into this and report back to council.

Airport Hours Discussion

City Manager Kennedy addressed the city council stating that there will be an Airport Board meeting on Thursday to speak to the hours of operation at the Neosho Municipal Airport.

Mayor Davidson stated that he would like to speak about MoDOT areas in the city. The area at Hwy 60 and 49 looks really bad with weeds and dilapidating sidewalks. There are other intersections that look really bad that are supposed to be maintained by MoDOT.
City Manager spoke to an agreement dated back into the 1960s regarding what the city and what MoDOT should be maintaining and currently has the city attorney reviewing it.

City Manager Kennedy stated that the old water tower Dewey and Finney will be removed next week and take a day for demolition.

Municipal Auditorium repairs are going very well. We should see final inspections in three weeks.

MoDOT has stated that there were four change orders during the roundabout construction and the unverified overrun is a cost of over $46,000.

Councilman Collinsworth brought up Adams Drive and the fact that the road is still cracked and not in good repair.

CLOSED SESSION

Mayor Davidson made a motion to go into closed under Section 610.021 (1) and (2); Councilwoman Humphrey seconded.

Roll call vote:
Yes: Carl Cobb, Charles Collinsworth, Richard Davidson, Julie Humphrey, Ashton Robinson, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Mayor Davidson closed open session at 7:41 pm.

Mayor Davidson reconvened open session at 8:28 p.m. and announced that two votes were taken.

ADJOURN

There being no further business to come before the city council, Mayor Davidson asked for a motion to adjourn the meeting.

Councilman Collinsworth made a motion to Adjourn; Councilman Workman seconded.

Roll call vote:
Yes: Carl Cobb, Charles Collinsworth, Richard Davidson, Julie Humphrey, Ashton Robinson, Angela Thomas, Tom Workman
No: None
Abstain: None
Passed.

Mayor Davidson adjourned the June 4, 2024 Council Meeting at 8:29 p.m.

APPROVED	ATTEST
NEOSHO CITY COUNCIL	
_____	_____
Mayor	City Clerk

City of Neosho CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE: June 4, 2024
ITEM: Bill No. 2024-47: Annexation of 1630 Industrial Drive into the City of Neosho

ORIGINATING DEPARTMENT: Development Services Department
ATTACHMENT:

1. **Bill No. 2024-47 Annexation of MFA Propane**
2. **1630 Industrial P&Z Annexation-Application**
3. **1630 Industrial Drive Rezone Council**
4. **1630 Industrial site**
5. **1630 Industrial zoning**
6. **MFA Oil Deed 1**

PURPOSE:
The purpose of this item is to again the Council's approve for the mayor to sign an ordinance annexing the property of 1630 Industrial Drive (MFA Propane) into the CIty of Neosho.

BACKGROUND:
This request has been reviewed by the Planning and Zoning Committee and forwarded to the City Council with a recommendation to accept the location into the city limits of Neosho. A public hearing was conducted by the City Council on May 21st with no public comment received. The 14-day period for additional public comment has expired without comment.

RECOMMENDATION:
Staff recommends the Council authorizes the mayor's signature on the ordinance.

AN ORDINANCE of the City of Neosho approving the voluntary annexation of certain tracts of land, as petitioned by MFA Oil Company, owner of real property to be annexed to the City of Neosho, Missouri, and for the extension of the city limits of the City of Neosho, embracing and including unincorporated real property located in Newton County, Missouri, hereinafter described.

WHEREAS, there has been presented to the City of Neosho, Missouri, a verified Petition of all fee owners seeking annexation of the land described herein; and

WHEREAS, after having referred the subject matter of this request to the Planning and Zoning Commission for the City of Neosho, and after due publication in the Neosho Daily News, a newspaper having general circulation within the City of Neosho Missouri, as required by law and having held a public hearing thereon by the Planning and Zoning Commission, with a recommendation then reviewed and taken up at public hearing by the City Council on May 21, 2024, the Council, by Motion, determined that it wished to proceed with the annexation of said tracts of land; and

WHEREAS, fourteen (14) days have elapsed since the holding of such public hearing and no sufficient written objection has been received; and

WHEREAS, it has been determined that said annexation is in the best interests of the City of Neosho, Missouri, and that the City has the ability to furnish normal and customary services to the area to be annexed within a reasonable time.

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

Section 1. That the following described area of land is hereby incorporated within the corporate city limits of Neosho, Missouri, to be embraced and include all that part of said County of Newton lying within the following boundary lines, two-wit:

> Part of the Southwest Quarter of the Southwest Quarter of Section 36, Township25, Range 32, beginning at a point 118 feet (measured 118.27 feet) East of the Southwest corner of said SW¼ SW¼ Sec. 36, thence East 151 feet, thence North 65.8 feet, thence East 50 feet, thence North 414.72 feet, thence West 10.18 feet (measured 10.04 feet), thence Southwesterly to the point of beginning, EXCEPT commencing at the Southwest comer of said Section 36; thence East along the South line of Section 36, 118.27 feet to the Southwest comer of a tract described in Deed Book 341 at Page 7043; thence N 21 degrees 36 minutes 06 seconds East along the West line of said tract, 192.24 feet to the point of beginning; thence N 21 degrees 41 minutes 49 seconds East 324.86 feet to the Northwest corner of said tract; thence N 88 degrees 58 minutes 16 seconds East 10.04 feet to the Northeast corner thereof; thence SO degrees 01 minutes 32 seconds West, along the East line thereof, 302.22 feet; thence N 89 degrees 54 minutes 40 seconds West 130 feet to the point of beginning and SUBJECT to any part taken or deeded for road purposes. ALSO part of the SW¼ SW¼ of Section 36, Township 25 North, Range 32 West, Newton

County, Missouri, described as commencing at the Southwest corner of said Section 36; thence East, along the South line of Section 36, 57.35 feet to the point of beginning; thence NO degrees 45 minutes 50 seconds East 178.96 feet; thence S 89 degrees 54 minutes 40 seconds East 129.31 feet to a found gas pipe on the Westerly line of a tract described in Deed Book 341 at Page 7043; thence S 21 degrees 36 minutes 06 seconds West 192.24 feet to the Southwest corner of said tract; thence West 60.92 feet to the point of beginning.

The above described lands being more particularly described as:
A part of the southwest quarter (sw¼) of southwest quarter (sw¼) of section 36, township 25 north, range 32 west, Newton County, Missouri, said tract being tract deeded in deed recorded in Newton County, Missouri Recorders Office in book 349 page 8681, being more particularly described as follows: commencing at the southwest corner of said sw¼ of sw¼ of section 36; thence s 89 degrees 57 minutes 23 seconds east, along the south line of section 36, 57.35 feet; thence n 00 degrees 48 minutes 06 seconds east 22.98 feet *to* an iron pin on the north right-of-way line of industrial drive for a point of beginning; thence continuing n 00 degrees 48 minutes 06 seconds east 155.90 feet to an iron pin; thence s 89 degrees 59 minutes 20 seconds east 259.33 feet *to* a found gas pipe; thence s 00 degrees 01 minutes 32 seconds west 113.21 feet *to* a fence corner post; thence n 89 degrees 57 minutes 23 seconds west 50.00 feet to a fence corner post; thence s 00 degrees 01 minutes 32 seconds west 40.46 feet *to* a fence corner post on the north right- of-way line of above mentioned industrial drive; thence s 89 degrees 24 minutes 11 seconds west along said north right-of-way line 211.49 feet *to* the point of beginning.

Section 2. That the City Clerk is hereby authorized and directed to file three (3) certified copies of this Ordinance with the Newton County Clerk.

Section 3. This ordinance shall be in effect upon final passage.

PASSED BY THE COUNCIL OF THE CITY OF NEOSHO, MISSOURI, this _____ day of June, 2024, by a vote of _____.

CITY OF NEOSHO, CITY COUNCIL

_____
Richard Davidson, Mayor

APPROVED:

_____
Derek A. Snyder, City Attorney

ATTEST:

_____
Cheyenne Wright, City Clerk

CITY SEAL

Planning and Zoning Department

City Hall 203 E. Main Neosho, MO 64850 Phone 451-8050

ANNEXATION APPLICATION

LEGAL OWNER(s):

NAME(S): MFA Oil Company

STREET ADDRESS OWNER(s): 1 Ray Young Drive

CITY, STATE, ZIP CODE: Columbia, MO 65201

MAILING ADDRESS: PO Box 519, Columbia, MO 65205-0519

PHONE: (573) 442-0171

OWNER(s) REPRESENTATIVE (if applicable):Name, Address, Phone: MFA Oil Company
David Fruend, 1630 Industrial Dr. Neosho, MO (417) 389-2939

PROPERTY INFORMATION:

LOCATION (ADDRESS) OF PROPERTY: 1630 Industrial Drive

ARE ANY RESIDENCES LOCATED ON PROPERTY: No

NAME, ADDRESS, CABLE CO., CELL PHONE PROVIDER& TAX ID NO. FOR **BUSINESS(ES)** ON PROPERTY: MFA Oil Company

REQUESTED ZONING: _____

ELECTRIC PROVIDER: _____

NATURAL GAS PROVIDER: _____

TELEPHONE PROVIDER (LANDLINE): _____

REQUIRED ENCLOSURES:

1. Voluntary Petition For Annexation
2. Copy of Deed
3. Parcel Map
4. Annexation fee of $100 + Publication Cost

To the best of my knowledge and belief, data in this application and all attachments are true and correct.

OWNER SIGNATURE: _____ DATE: _____

OWNER NAME (print): _____

CO-OWNER SIGNATURE: _____ DATE: _____

CO-OWNER NAME (print): _____

Staff Use Only

Application Accepted. By: _____

Date: _____

Time: _____

☐ Parcel Map Received

☐ Application Fee Received

☐ Deed Received

☐ Publication Fee Received

Planning and Zoning Department
City Hall 203 E. Main Neosho, MO 64850 Phone 451-8050

VOLUNTARY PETITION FOR ANNEXATION TO THE CITY OF NEOSHO

We, the undersigned, hereinafter referred to as the Petitioners, for our petition to the City Council of the City of Neosho state and allege as follows:

- That we are the owner of all fee interests of record in the real estate in Newton County, Missouri, described as follows, to wit:

  (LEGAL DESCRIPTION ATTACHED)

- That the said real estate is not now a part of any incorporated municipality.
- That the said real estate is contiguous to the existing corporate limits of the City of Neosho, Missouri.
- That we request that the said real estate be annexed to, and included within the corporate limits of, the City of Neosho, Missouri, as authorized by the provisions of Section 71.012, RSMo.
- That we request the City Council of the City of Neosho to cause the required notice to be published and to conduct the public hearing required by law and thereafter adopt an ordinance extending the limits of the City of Neosho to include the above described real estate.

Dated this 9th day of April, 2024.

OWNER SIGNATURE: James Greer for MFA Oil Co. DATE: 4-9-2024

OWNER NAME (print): James Greer for MFA Oil Company

CO-OWNER SIGNATURE: _____ DATE: _____

CO-OWNER NAME (print): _____

CO-OWNER SIGNATURE: _____ DATE: _____

CO-OWNER NAME (print): _____

Staff Use Only

Received By: _____

Date: _____

Time: _____

Planning and Zoning Department
City Hall 203 E. Main Neosho, MO 64850 Phone 451-8050

AFFIDAVIT FOR A CORPORATION

James Greer
~~President~~ Officer

MFA Oil Company
Corporation

STATE OF MISSOURI)
) ss.
COUNTY OF NEWTON)

On this 9th day of April, 2024, before me personally appeared Janen Greer, to me personally known, who being duly sworn, did declare that he/she is ~~President~~ OFFICER of MFA Oil Company, that the seal was affixed to this instrument on behalf of said corporation by authority of its Board of Directors and the said Officer acknowledged said instrument to be the free act and deed of said corporation and that the statements therein contained are all true.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal, at my office in Columbia, MO, the day and year first above written.

Tami J. Ensor
Notary Public

My commission expires: 06/04/27

TAMI J. ENSOR
Notary Public - Notary Seal
Monroe County - State of Missouri
Commission Number 15399563
My Commission Expires Jun 4, 2027

MFA OIL COMPANY

CORPORATE RESOLUTION

CERTIFICATE OF SECRETARY

I, Tami Ensor, being Corporate Secretary of MFA Oil Company, hereby certify that the following resolution was duly adopted by the Board of Directors of the Company on March 25, 2015, and that no action has been taken to rescind or amend such resolution and such is now in full force and effect:

WHEREAS, from time to time it is necessary for the officers of MFA Oil Company to enter into contracts in the normal course of business for the sale or purchase of assets up to $500,000, and

WHEREAS, the Board of Directors believes it is in the best interests of MFA Oil Company and its members that the officers of MFA Oil Company have the authority to sell or purchase assets of a value up to $500,000,

NOW, THEREFORE, BE IT RESOLVED, that the officers of MFA Oil Company are hereby authorized to sell or purchase assets in the normal course of business for a value up to $500,000 in any single business transaction, and

BE IT FURTHER RESOLVED, that the officers of MFA Oil Company are further authorized to take any and all steps, and sign any and all documents necessary to sell or purchase assets in the normal course of business for a value up to $500,000 in any single business transaction.

I also certify that the following were duly elected and are currently serving as officers of MFA Oil Company:

Jon Ihler – President and Chief Executive Officer
Jeff Raetz – Chief Financial Officer
Kenny Steeves – Senior Vice President of MFA Oil Operations
James Greer– Senior Vice President, Supply & Transportation
Ed Harper – Vice President, Enterprise Risk Management
Amanda Cooper – Vice President of Human Resources
Charlie Alexander – Vice President of Big O Tire Operations
Jennifer Bach – Vice President of Break Time Operations
Tami Ensor – Corporate Secretary
Daniel Beckett – General Counsel

IN WITNESS WHEREOF, I have hereunto affixed my hand this 15th day of February, 2024.

Tami Ensor

Name: Tami Ensor
Title: Corporate Secretary

State of Missouri
County of Boone

Subscribed and sworn to before me, a notary public on this 15th day of Feb, 2024.

Nicole Richardson

Notary Public

My commission expires: 1-28-2027

NICOLE RICHARDSON
NOTARY PUBLIC - NOTARY SEAL
STATE OF MISSOURI
MY COMMISSION EXPIRES JANUARY 28, 2027
BOONE COUNTY
COMMISSION #14000757

Notice of Public Hearings

Neosho Planning and Zoning Board
May 14, 2024, at 6:00pm
Neosho City Council Chambers
203 East Main Street

Neosho City Council
May 21, 2024, at 7:00pm
Neosho City Council Chambers
203 East Main Street

Regarding the initial zoning of:

MFA Oil Company
1360 Industrial Drive
Neosho, MO 64850

To C-3 Commercial Business District

Described as:

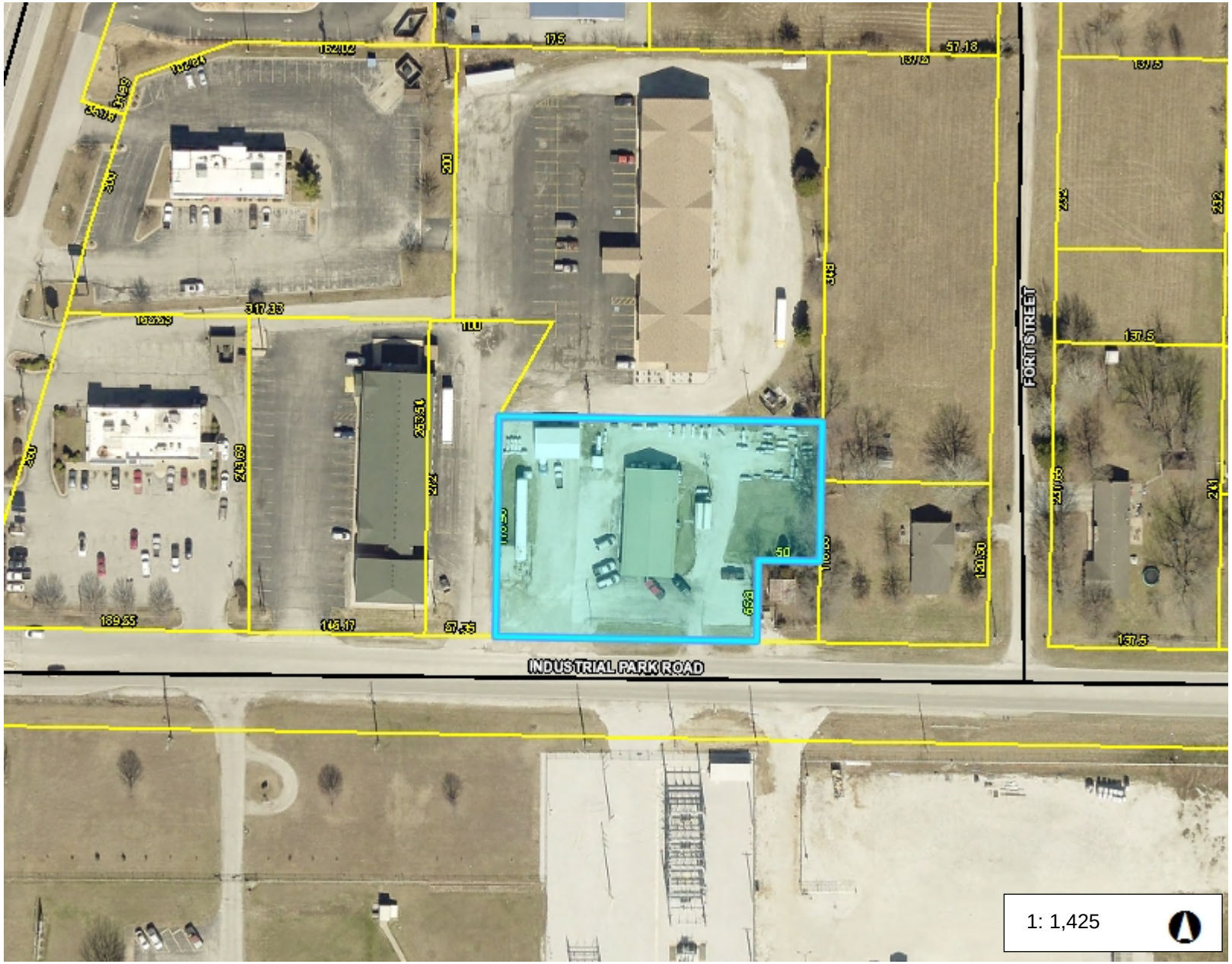
Part of the Southwest Quarter of the Southwest Quarter of Section 36, Township 25, Range 32, beginning at a point 118 feet (measured 118.27 feet) East of the Southwest corner of said SW¼ SW¼ Sec. 36, thence East 151 feet, thence North 65.8 feet, thence East 50 feet, thence North414.72 feet, thence West 10.18 feet (measured 10.04 feet), thence Southwesterly to the point of beginning, EXCEPT commencing at the Southwest comer of said Section 36; thence East along the South line of Section 36, 118.27 feet to the Southwest comer of a tract described in Deed Book 341 at Page 7043; thence N 21 degrees 36 minutes 06 seconds East along the West line of said tract, 192.24 feet to the point of beginning; thence N 21 degrees 41 minutes 49 seconds East 324.86 feet to the Northwest corner of said tract; thence N 88 degrees 58 minutes 16 seconds East 10.04 feet to the Northeast corner thereof; thence SO degrees 01 minutes 32 seconds West, along the East line thereof, 302.22 feet; thence N 89 degrees 54 minutes 40 seconds West 130 feet to the point of beginning and SUBJECT to any part taken or deeded for road purposes. ALSO part of the SW¼ SW¼ of Section 36, Township 25 North, Range 32 West, Newton County, Missouri, described as commencing at the Southwest corner of said Section 36; thence East, along the South line of Section 36, 57.35 feet to the point of beginning; thence NO degrees 45 minutes 50 seconds East 178.96 feet; thence S 89 degrees 54 minutes 40 seconds East 129.31 feet to a found gas pipe on the Westerly line of a tract described in Deed Book 341 at Page 7043; thence S 21 degrees 36 minutes 06 seconds West 192.24 feet to the Southwest corner of said tract; thence West 60.92 feet to the point of beginning.

The above described lands being more particularly described as:
A PART OF THE SOUTHWEST QUARTER (SW¼) OF SOUTHWEST QUARTER (SW¼) OF SECTION 36, TOWNSHIP 25 NORTH, RANGE 32 WEST, NEWTON COUNTY, MISSOURI, SAID TRACT BEING TRACT DEEDED IN DEED RECORDED IN NEWTON COUNTY, MISSOURI RECORDERS OFFICE IN BOOK 349 PAGE 8681, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID SW¼ OF SW¼ OF SECTION 36; THENCE S 89 DEGREES 57 MIINUTES 23 SECONDS EAST, ALONG THE SOUTH LINE OF SECTION 36, 57.35 FEET; THENCE N 00 DEGREES 48 MINUTES 06 SECONDS EAST 22.98 FEET TO AN IRON PIN ON THE NORTH RIGHT-OF-WAY LINE OF INDUSTRIAL DRIVE FOR A POINT OF BEGINNING; THENCE CONTINUING N 00 DEGREES 48 MINUTES 06 SECONDS EAST 155.90 FEET TO AN IRON PIN; THENCE S 89 DEGREES 59 MINUTES 20 SECONDS EAST 259.33 FEET TO A FOUND GAS PIPE; THENCE S 00 DEGREES 01 MINUTES 32 SECONDS WEST 113.21 FEET TO A FENCE CORNER POST; THENCE N 89 DEGREES 57 MINUTES 23 SECONDS WEST 50.00 FEET TO A FENCE CORNER

POST; THENCE S 00 DEGREES 01 MINUTES 32 SECONDS WEST 40.46 FEET TO A FENCE CORNER POST ON THE NORTH RIGHT- OF-WA Y LINE OF ABOVE MENTIONED INDUSTRIAL DRIVE; THENCE S 89 DEGREES 24 MINUTES 11 SECONDS WEST ALONG SAID NORTH RIGHT-OF-WAY LINE 211.49 FEET TO THE POINT OF BEGINNING.

Inquiries please contact:
Richard Leavens
Development Services Director
(417) 451-8050 x 103

Neosho, MO



237.5 0 118.76 237.5 Feet

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legend

Neosho Streets

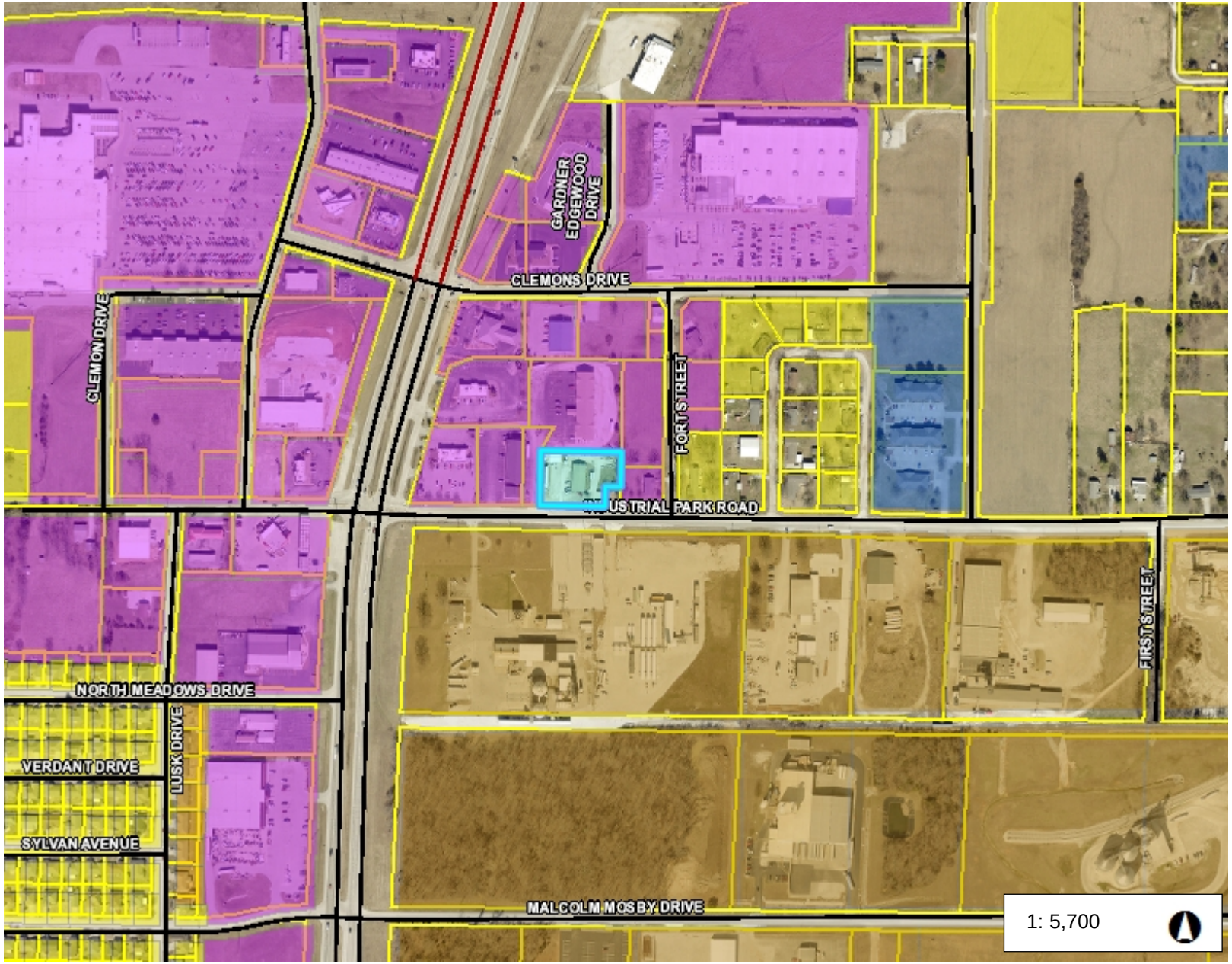
- <all other values>
- INTERSTATE
- U.S. HIGHWAY
- STATE HIGHWAY
- ALLEY
- CITY STREET
- NAMED COUNTY ROAD
- PLATTED/UNDEVELOPED
- UNNAMED
- VACATED STREET

Parcel

Notes

1630 Industrial Drive
MFA Oil Company

Neosho, MO



950.1 0 475.03 950.1 Feet

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
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Legend

Neosho Streets

- <all other values>
- INTERSTATE
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- VACATED STREET

Zoning

- AG
- R-1
- R-2
- R-3
- C-0
- C-1
- C-2
- C-3
- M-1
- M-2
- RD-1

Parcel

Notes

1630 Industrial Drive
MFA Oil Company

30.00
MFA Oil Co.
Attn: Larry Fick
Po Box 519
Columbia, MO 65205

Image# 004818700003 Type: LAN
Recorded: 06/27/2014 at 09:57:00 AM
Total Amt: $30.00 Page 1 of 3
Newton County Recorder
Lenora Hyder Recorder of Deeds
File# 2014-00003940
BK 363 PG 3907

LENORA HYDER SEAL NEWTON COUNTY RECORDER OF DEEDS

Cash

TRUSTEE'S DEED UNDER ACTIVE TRUST

THIS DEED, made and entered into this 27th day of June, 2014, by and between Roberta J. Brown as Successor Trustee of the Michael G. Brown Revocable Trust dated September 20, 2000 *and* as Trustee of the Roberta J. Brown Revocable Trust dated September 20, 2000, of Newton County, Missouri, Grantor, and MFA Oil Company, a Missouri cooperative association, Grantees, whose mailing address is One Ray Young Drive, P.O. Box 519, Columbia, MO 65205-0519,

Witnesseth:

Whereas, Grantor is the duly appointed, qualified, and acting Successor Trustee of the Michael G. Brown Revocable Trust dated September 20, 2000 and the duly appointed, qualified, and acting Trustee of the Roberta J. Brown Revocable Trust dated September 20, 2000 under two separate trust agreements entitled the Michael G. Brown Revocable Trust dated September 20, 2000 (which has now become irrevocable because of the death of the said Michael G. Brown) and the Roberta J. Brown Revocable Trust dated September 20, 2000; and

Whereas, under each of said instruments Grantor as is granted a general power of sale of the real estate hereinafter described; and

Whereas, Grantor as Successor Trustee of the Michael G. Brown Revocable Trust dated September 20, 2000 is the owner of an undivided one-half tenancy in common interest in the property described below and Grantor, as Trustee of the Roberta J. Brown Revocable Trust dated September 20, 2000 is the owner of an undivided one-half tenancy in common interest in the property described below, and desires, and intends hereby to convey a 100% interest in the property described below to the Grantee;

Now, Therefore, Grantor, pursuant to Grantor's powers under the two trusts referred to above, does by these presents Bargain and Sell, Convey and Confirm unto the said Grantee, a 100% interest in the following described tracts or parcels of land situated in the County of Newton, State of Missouri, to-wit:

Part of the Southwest Quarter of the Southwest Quarter of Section 36, Township

25, Range 32, beginning at a point 118 feet (measured 118.27 feet) East of the Southwest corner of said SW ¼ SW ¼ Sec. 36, thence East 151 feet, thence North 65.8 feet, thence East 50 feet, thence North 414.72 feet, thence West 10.18 feet (measured 10.04 feet), thence Southwesterly to the point of beginning, EXCEPT commencing at the Southwest corner of said Section 36; thence East along the South line of Section 36, 118.27 feet to the Southwest corner of a tract described in Deed Book 341 at Page 7043; thence N 21 degrees 36 minutes 06 seconds East along the West line of said tract, 192.24 feet to the point of beginning; thence N 21 degrees 41 minutes 49 seconds East 324.86 feet to the Northwest corner of said tract; thence N 88 degrees 58 minutes 16 seconds East 10.04 feet to the Northeast corner thereof; thence S 0 degrees 01 minutes 32 seconds West, along the East line thereof, 302.22 feet; thence N 89 degrees 54 minutes 40 seconds West 130 feet to the point of beginning and SUBJECT to any part taken or deeded for road purposes. ALSO part of the SW ¼ SW ¼ of Section 36, Township 25 North, Range 32 West, Newton County, Missouri, described as commencing at the Southwest corner of said Section 36; thence East, along the South line of Section 36, 57.35 feet to the point of beginning; thence N 0 degrees 45 minutes 50 seconds East 178.96 feet; thence S 89 degrees 54 minutes 40 seconds East 129.31 feet to a found gas pipe on the Westerly line of a tract described in Deed Book 341 at Page 7043; thence S 21 degrees 36 minutes 06 seconds West 192.24 feet to the Southwest corner of said tract; thence West 60.92 feet to the point of beginning.

The above described lands being more particularly described as:
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Subject to covenants, conditions, easements, and restrictions of record.

TO HAVE AND TO HOLD the same together with all the rights, immunities, privileges and appurtenances to the same belonging unto the said Grantee, and to Grantee's successors and assigns forever; the said Grantor as trustee of said two trusts hereby covenanting that said

Grantor and Grantor's successors as trustee shall and will warrant and defend the title to the premises unto the said Grantee, and to Grantee's successors and assigns, forever, against the lawful claims of all persons claiming by, through, or under them.

IN WITNESS WHEREOF, the said Grantor have hereunto set her hand the day and year first above written.

Roberta J. Brown

Roberta J. Brown as Successor Trustee of the Michael G. Brown Revocable Trust dated September 20, 2000 and as Trustee of the Roberta J. Brown Revocable Trust dated September 20, 2000

STATE OF MISSOURI)
) ss.
COUNTY OF NEWTON)

On this 27th day of June, 2014, before me personally appeared Roberta J. Brown, to me known to be the person described in and who executed the foregoing instrument, and acknowledged that she executed the same as her free act and deed, in her roles as Successor Trustee of the Michael G. Brown Revocable Trust dated September 20, 2000 and Trustee of the Roberta J. Brown Revocable Trust dated September 20, 2000.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal, at my office in Columbia, Missouri, the day and year first above written.

Michelle L Epperson

Printed Name: Michelle L Epperson
Notary Public

My Commission Expires: 12-7-2014

MICHELLE L. EPPERSON
Notary Public – Notary Seal
STATE OF MISSOURI
Newton County – Comm#10414004
My Commission Expires Dec. 7, 2014

City of Neosho CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE: June 4, 2024
ITEM: Bill No. 2024-48: Rezoning of 1630 Industrial Drive (MFA Propane) as a C-3, Commercial Business District

ORIGINATING DEPARTMENT: Development Services Department
ATTACHMENT:

1. **Bill No. 2024-48 Rezoning of 1630 Industrial-MFA Propane**
2. **1630 Industrial P&Z Annexation-Application**
3. **1630 Industrial Drive Rezone Council**
4. **1630 Industrial site**
5. **1630 Industrial zoning**
6. **MFA Oil Deed 1**

PURPOSE:
The purpose of this item is to gain the Council's authorization for the mayor to sign an ordinance zoning the property located at 1630 Industrial Drive as a C-3, Commercial Business District.

BACKGROUND:
1630 Industrial Drive has requested to be annexed into the City of Neosho in a zone that allows them to continue the business as it has been. The request has been reviewed by the Planning and Zoning Committee. The committee has recommended the location be accepted as a C-3, Commercial Business District.

RECOMMENDATION:
Staff recommends the Coucil authorize the mayor's signature.

AN ORDINANCE of the City of Neosho to amend the zoning District Map for the City of Neosho for certain property within the limits of the City located at 1630 Industrial Drive, Neosho, Missouri, as requested by the owner, MFA Oil Company from a District "R-1" First Dwelling House District to a District "C-3" Commercial Business District.

WHEREAS, there has been presented to the City of Neosho, Missouri, an application from MFA Oil Company to rezone from District "R-1" First Dwelling House District to a District "C-3" Commercial Business District for property legally described as:

> Part of the Southwest Quarter of the Southwest Quarter of Section 36, Township25, Range 32, beginning at a point 118 feet (measured 118.27 feet) East of the Southwest corner of said SW¼ SW¼ Sec. 36, thence East 151 feet, thence North 65.8 feet, thence East 50 feet, thence North414.72 feet, thence West 10.18 feet (measured 10.04 feet), thence Southwesterly to the point of beginning, EXCEPT commencing at the Southwest comer of said Section 36; thence East along the South line of Section 36, 118.27 feet to the Southwest comer of a tract described in Deed Book 341 at Page 7043; thence N 21 degrees 36 minutes 06 seconds East along the West line of said tract, 192.24 feet to the point of beginning; thence N 21 degrees 41 minutes 49 seconds East 324.86 feet to the Northwest corner of said tract; thence N 88 degrees 58 minutes 16 seconds East 10.04 feet to the Northeast corner thereof; thence SO degrees 01 minutes 32 seconds West, along the East line thereof, 302.22 feet; thence N 89 degrees 54 minutes 40 seconds West 130 feet to the point of beginning and SUBJECT to any part taken or deeded for road purposes. ALSO part of the SW¼ SW¼ of Section 36, Township 25 North, Range 32 West, Newton County, Missouri, described as commencing at the Southwest corner of said Section 36; thence East, along the South line of Section 36, 57.35 feet to the point of beginning; thence NO degrees 45 minutes 50 seconds East 178.96 feet; thence S 89 degrees 54 minutes 40 seconds East 129.31 feet to a found gas pipe on the Westerly line of a tract described in Deed Book 341 at Page 7043; thence S 21 degrees 36 minutes 06 seconds West 192.24 feet to the Southwest corner of said tract; thence West 60.92 feet to the point of beginning.
>
> The above described lands being more particularly described as:
> A part of the southwest quarter (sw¼) of southwest quarter (sw¼) of section 36, township 25 north, range 32 west, Newton County, Missouri, said tract being tract deeded in deed recorded in Newton County, Missouri Recorders Office in book 349 page 8681, being more particularly described as follows: commencing at the southwest corner of said sw¼ of sw¼ of section 36; thence s 89 degrees 57 minutes 23 seconds east, along the south line of section 36, 57.35 feet; thence n 00 degrees 48 minutes 06 seconds east 22.98 feet *to* an iron pin on the north right-of-way line of industrial drive for a point of beginning; thence continuing n 00 degrees 48 minutes 06 seconds east 155.90 feet to an iron pin; thence s 89 degrees 59 minutes 20 seconds east 259.33 feet *to* a found gas pipe; thence s 00 degrees 01 minutes 32 seconds west 113.21 feet *to* a fence corner post; thence n 89 degrees 57 minutes 23 seconds west 50.00 feet to a fence corner post; thence s 00 degrees 01 minutes 32

seconds west 40.46 feet *to* a fence corner post on the north right- of-way line of above mentioned industrial drive; thence s 89 degrees 24 minutes 11 seconds west along said north right-of-way line 211.49 feet *to* the point of beginning.

WHEREAS, after having referred the subject matter of this request to the Planning and Zoning Commission for the City of Neosho, and after due publication in the Neosho Daily News as required by law and having held a public hearing thereon by the Planning and Zoning Commission, with a recommendation then reviewed and taken up at public hearing by the City Council, the application being approved.

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

Section 1. That City of Neosho zoning District Map for the City of Neosho be amended for certain property within the limits of the City located at 1630 Industrial Drive, Neosho, Missouri, as requested by the owner, MFA Oil Company, and same to be amended and changed from a District "R-1" First Dwelling House District to a District "C-3" Commercial Business District for the property legally described as follows:

Part of the Southwest Quarter of the Southwest Quarter of Section 36, Township25, Range 32, beginning at a point 118 feet (measured 118.27 feet) East of the Southwest corner of said SW¼ SW¼ Sec. 36, thence East 151 feet, thence North 65.8 feet, thence East 50 feet, thence North414.72 feet, thence West 10.18 feet (measured 10.04 feet), thence Southwesterly to the point of beginning, EXCEPT commencing at the Southwest comer of said Section 36; thence East along the South line of Section 36, 118.27 feet to the Southwest comer of a tract described in Deed Book 341 at Page 7043; thence N 21 degrees 36 minutes 06 seconds East along the West line of said tract, 192.24 feet to the point of beginning; thence N 21 degrees 41 minutes 49 seconds East 324.86 feet to the Northwest corner of said tract; thence N 88 degrees 58 minutes 16 seconds East 10.04 feet to the Northeast corner thereof; thence SO degrees 01 minutes 32 seconds West, along the East line thereof, 302.22 feet; thence N 89 degrees 54 minutes 40 seconds West 130 feet to the point of beginning and SUBJECT to any part taken or deeded for road purposes. ALSO part of the SW¼ SW¼ of Section 36, Township 25 North, Range 32 West, Newton County, Missouri, described as commencing at the Southwest corner of said Section 36; thence East, along the South line of Section 36, 57.35 feet to the point of beginning; thence NO degrees 45 minutes 50 seconds East 178.96 feet; thence S 89 degrees 54 minutes 40 seconds East 129.31 feet to a found gas pipe on the Westerly line of a tract described in Deed Book 341 at Page 7043; thence S 21 degrees 36 minutes 06 seconds West 192.24 feet to the Southwest corner of said tract; thence West 60.92 feet to the point of beginning.

The above described lands being more particularly described as:
A part of the southwest quarter (sw¼) of southwest quarter (sw¼) of section 36, township 25 north, range 32 west, Newton County, Missouri, said tract being tract

deeded in deed recorded in Newton County, Missouri Recorders Office in book 349 page 8681, being more particularly described as follows: commencing at the southwest corner of said sw¼ of sw¼ of section 36; thence s 89 degrees 57 minutes 23 seconds east, along the south line of section 36, 57.35 feet; thence n 00 degrees 48 minutes 06 seconds east 22.98 feet *to* an iron pin on the north right-of-way line of industrial drive for a point of beginning; thence continuing n 00 degrees 48 minutes 06 seconds east 155.90 feet to an iron pin; thence s 89 degrees 59 minutes 20 seconds east 259.33 feet *to* a found gas pipe; thence s 00 degrees 01 minutes 32 seconds west 113.21 feet *to* a fence corner post; thence n 89 degrees 57 minutes 23 seconds west 50.00 feet to a fence corner post; thence s 00 degrees 01 minutes 32 seconds west 40.46 feet *to* a fence corner post on the north right- of-way line of above mentioned industrial drive; thence s 89 degrees 24 minutes 11 seconds west along said north right-of-way line 211.49 feet *to* the point of beginning.

Section 2. That the City Clerk is hereby authorized and directed to file with the City the above referenced and described property within the City District Map for the amended district zone has herein approved.

Section 3. This this ordinance shall be in effect upon final passage.

PASSED BY THE COUNCIL OF THE CITY OF NEOSHO, MISSOURI, this _____ day of _____, 2024, by a vote of _____.

CITY OF NEOSHO, CITY COUNCIL

_____

Richard Davidson, Mayor

APPROVED:

_____

Derek A. Snyder, City Attorney

ATTEST:

_____

Cheyenne Wright, City Clerk

CITY SEAL

Planning and Zoning Department

City Hall 203 E. Main Neosho, MO 64850 Phone 451-8050

ANNEXATION APPLICATION

LEGAL OWNER(s):

NAME(S): MFA Oil Company

STREET ADDRESS OWNER(s): 1 Ray Young Drive

CITY, STATE, ZIP CODE: Columbia, MO 65201

MAILING ADDRESS: PO Box 519, Columbia, MO 65205-0519

PHONE: (573) 442-0171

OWNER(s) REPRESENTATIVE (if applicable):Name, Address, Phone: MFA Oil Company
David Fruend, 1630 Industrial Dr. Neosho, MO (417) 389-2939

PROPERTY INFORMATION:

LOCATION (ADDRESS) OF PROPERTY: 1630 Industrial Drive

ARE ANY RESIDENCES LOCATED ON PROPERTY: No

NAME, ADDRESS, CABLE CO., CELL PHONE PROVIDER& TAX ID NO. FOR **BUSINESS(ES)** ON PROPERTY: MFA Oil Company

REQUESTED ZONING: _____

ELECTRIC PROVIDER: _____

NATURAL GAS PROVIDER: _____

TELEPHONE PROVIDER (LANDLINE): _____

REQUIRED ENCLOSURES:

1. Voluntary Petition For Annexation
2. Copy of Deed
3. Parcel Map
4. Annexation fee of $100 + Publication Cost

To the best of my knowledge and belief, data in this application and all attachments are true and correct.

OWNER SIGNATURE: _____ DATE: _____

OWNER NAME (print): _____

CO-OWNER SIGNATURE: _____ DATE: _____

CO-OWNER NAME (print): _____

Staff Use Only

Application Accepted. By: _____

Date: _____

Time: _____

☐ Parcel Map Received

☐ Application Fee Received

☐ Deed Received

☐ Publication Fee Received

Planning and Zoning Department
City Hall 203 E. Main Neosho, MO 64850 Phone 451-8050

VOLUNTARY PETITION FOR ANNEXATION TO THE CITY OF NEOSHO

We, the undersigned, hereinafter referred to as the Petitioners, for our petition to the City Council of the City of Neosho state and allege as follows:

- That we are the owner of all fee interests of record in the real estate in Newton County, Missouri, described as follows, to wit:

  (LEGAL DESCRIPTION ATTACHED)

- That the said real estate is not now a part of any incorporated municipality.
- That the said real estate is contiguous to the existing corporate limits of the City of Neosho, Missouri.
- That we request that the said real estate be annexed to, and included within the corporate limits of, the City of Neosho, Missouri, as authorized by the provisions of Section 71.012, RSMo.
- That we request the City Council of the City of Neosho to cause the required notice to be published and to conduct the public hearing required by law and thereafter adopt an ordinance extending the limits of the City of Neosho to include the above described real estate.

Dated this 9th day of April, 2024.

OWNER SIGNATURE: James Greer for MFA Oil Co. DATE: 4-9-2024

OWNER NAME (print): James Greer for MFA Oil Company

CO-OWNER SIGNATURE: _____ DATE: _____

CO-OWNER NAME (print): _____

CO-OWNER SIGNATURE: _____ DATE: _____

CO-OWNER NAME (print): _____

Staff Use Only

Received By: _____

Date: _____

Time: _____

Planning and Zoning Department
City Hall 203 E. Main Neosho, MO 64850 Phone 451-8050

AFFIDAVIT FOR A CORPORATION

James Greer
~~President~~ Officer

MFA Oil Company
Corporation

STATE OF MISSOURI)
) ss.
COUNTY OF NEWTON)

On this 9th day of April, 2024, before me personally appeared Janen Greer, to me personally known, who being duly sworn, did declare that he/she is ~~President~~ OFFICER of MFA Oil Company, that the seal was affixed to this instrument on behalf of said corporation by authority of its Board of Directors and the said Officer acknowledged said instrument to be the free act and deed of said corporation and that the statements therein contained are all true.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal, at my office in Columbia, MO, the day and year first above written.

Tami J. Ensor
Notary Public

My commission expires: 06/04/27

TAMI J. ENSOR
Notary Public - Notary Seal
Monroe County - State of Missouri
Commission Number 15399563
My Commission Expires Jun 4, 2027

MFA OIL COMPANY

CORPORATE RESOLUTION

CERTIFICATE OF SECRETARY

I, Tami Ensor, being Corporate Secretary of MFA Oil Company, hereby certify that the following resolution was duly adopted by the Board of Directors of the Company on March 25, 2015, and that no action has been taken to rescind or amend such resolution and such is now in full force and effect:

WHEREAS, from time to time it is necessary for the officers of MFA Oil Company to enter into contracts in the normal course of business for the sale or purchase of assets up to $500,000, and

WHEREAS, the Board of Directors believes it is in the best interests of MFA Oil Company and its members that the officers of MFA Oil Company have the authority to sell or purchase assets of a value up to $500,000,

NOW, THEREFORE, BE IT RESOLVED, that the officers of MFA Oil Company are hereby authorized to sell or purchase assets in the normal course of business for a value up to $500,000 in any single business transaction, and

BE IT FURTHER RESOLVED, that the officers of MFA Oil Company are further authorized to take any and all steps, and sign any and all documents necessary to sell or purchase assets in the normal course of business for a value up to $500,000 in any single business transaction.

I also certify that the following were duly elected and are currently serving as officers of MFA Oil Company:

Jon Ihler – President and Chief Executive Officer
Jeff Raetz – Chief Financial Officer
Kenny Steeves – Senior Vice President of MFA Oil Operations
James Greer– Senior Vice President, Supply & Transportation
Ed Harper – Vice President, Enterprise Risk Management
Amanda Cooper – Vice President of Human Resources
Charlie Alexander – Vice President of Big O Tire Operations
Jennifer Bach – Vice President of Break Time Operations
Tami Ensor – Corporate Secretary
Daniel Beckett – General Counsel

IN WITNESS WHEREOF, I have hereunto affixed my hand this 15th day of February, 2024.

Tami Ensor

Name: Tami Ensor
Title: Corporate Secretary

State of Missouri
County of Boone

Subscribed and sworn to before me, a notary public on this 15th day of Feb, 2024.

Nicole Richardson

Notary Public

My commission expires: 1-28-2027

NICOLE RICHARDSON
NOTARY PUBLIC - NOTARY SEAL
STATE OF MISSOURI
MY COMMISSION EXPIRES JANUARY 28, 2027
BOONE COUNTY
COMMISSION #14000757

Notice of Public Hearings

Neosho Planning and Zoning Board
May 14, 2024, at 6:00pm
Neosho City Council Chambers
203 East Main Street

Neosho City Council
May 21, 2024, at 7:00pm
Neosho City Council Chambers
203 East Main Street

Regarding the initial zoning of:

MFA Oil Company
1360 Industrial Drive
Neosho, MO 64850

To C-3 Commercial Business District

Described as:

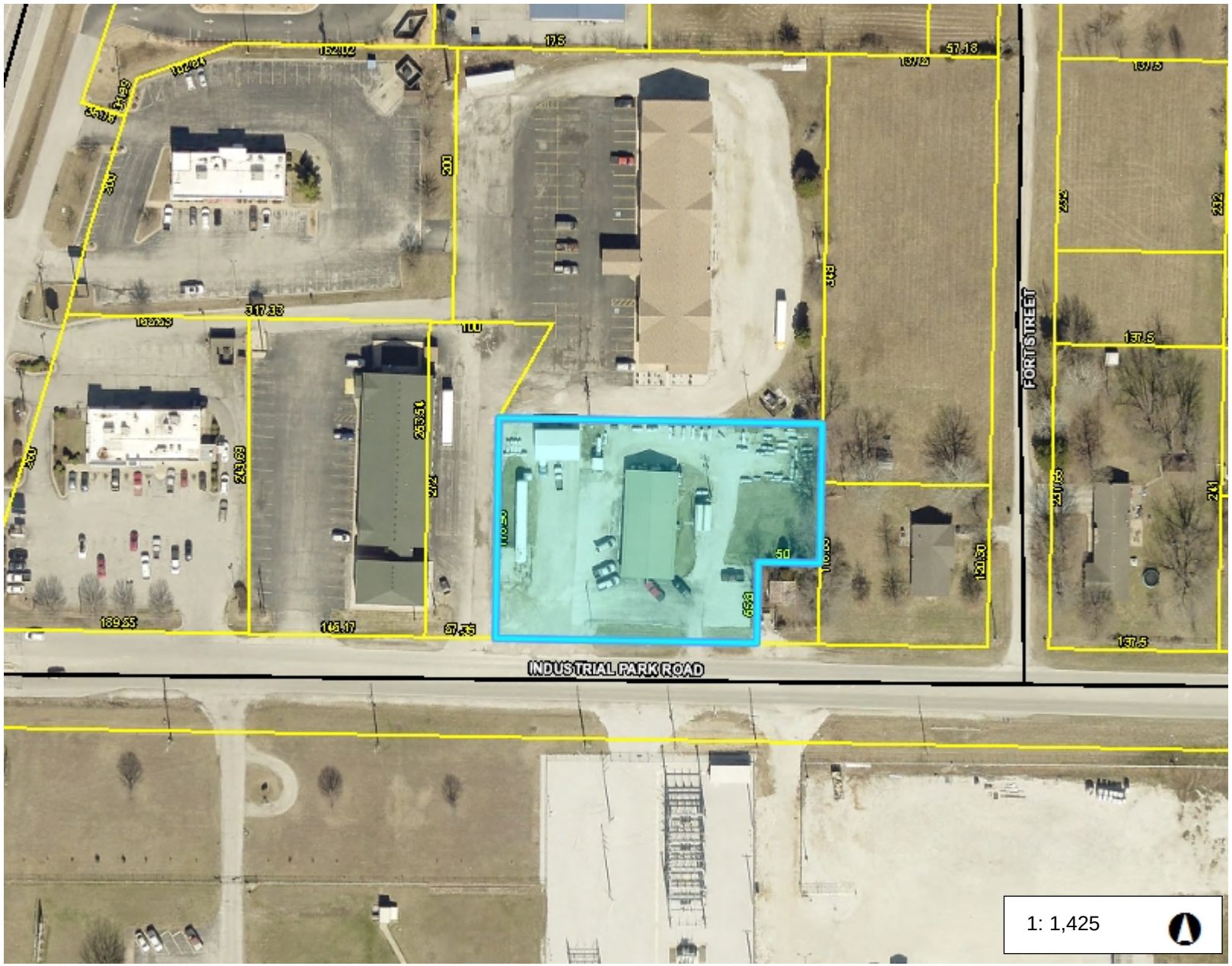
Part of the Southwest Quarter of the Southwest Quarter of Section 36, Township 25, Range 32, beginning at a point 118 feet (measured 118.27 feet) East of the Southwest corner of said SW¼ SW¼ Sec. 36, thence East 151 feet, thence North 65.8 feet, thence East 50 feet, thence North414.72 feet, thence West 10.18 feet (measured 10.04 feet), thence Southwesterly to the point of beginning, EXCEPT commencing at the Southwest comer of said Section 36; thence East along the South line of Section 36, 118.27 feet to the Southwest comer of a tract described in Deed Book 341 at Page 7043; thence N 21 degrees 36 minutes 06 seconds East along the West line of said tract, 192.24 feet to the point of beginning; thence N 21 degrees 41 minutes 49 seconds East 324.86 feet to the Northwest corner of said tract; thence N 88 degrees 58 minutes 16 seconds East 10.04 feet to the Northeast corner thereof; thence SO degrees 01 minutes 32 seconds West, along the East line thereof, 302.22 feet; thence N 89 degrees 54 minutes 40 seconds West 130 feet to the point of beginning and SUBJECT to any part taken or deeded for road purposes. ALSO part of the SW¼ SW¼ of Section 36, Township 25 North, Range 32 West, Newton County, Missouri, described as commencing at the Southwest corner of said Section 36; thence East, along the South line of Section 36, 57.35 feet to the point of beginning; thence NO degrees 45 minutes 50 seconds East 178.96 feet; thence S 89 degrees 54 minutes 40 seconds East 129.31 feet to a found gas pipe on the Westerly line of a tract described in Deed Book 341 at Page 7043; thence S 21 degrees 36 minutes 06 seconds West 192.24 feet to the Southwest corner of said tract; thence West 60.92 feet to the point of beginning.

The above described lands being more particularly described as:
A PART OF THE SOUTHWEST QUARTER (SW¼) OF SOUTHWEST QUARTER (SW¼) OF SECTION 36, TOWNSHIP 25 NORTH, RANGE 32 WEST, NEWTON COUNTY, MISSOURI, SAID TRACT BEING TRACT DEEDED IN DEED RECORDED IN NEWTON COUNTY, MISSOURI RECORDERS OFFICE IN BOOK 349 PAGE 8681, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID SW¼ OF SW¼ OF SECTION 36; THENCE S 89 DEGREES 57 MIINUTES 23 SECONDS EAST, ALONG THE SOUTH LINE OF SECTION 36, 57.35 FEET; THENCE N 00 DEGREES 48 MINUTES 06 SECONDS EAST 22.98 FEET TO AN IRON PIN ON THE NORTH RIGHT-OF-WAY LINE OF INDUSTRIAL DRIVE FOR A POINT OF BEGINNING; THENCE CONTINUING N 00 DEGREES 48 MINUTES 06 SECONDS EAST 155.90 FEET TO AN IRON PIN; THENCE S 89 DEGREES 59 MINUTES 20 SECONDS EAST 259.33 FEET TO A FOUND GAS PIPE; THENCE S 00 DEGREES 01 MINUTES 32 SECONDS WEST 113.21 FEET TO A FENCE CORNER POST; THENCE N 89 DEGREES 57 MINUTES 23 SECONDS WEST 50.00 FEET TO A FENCE CORNER

POST; THENCE S 00 DEGREES 01 MINUTES 32 SECONDS WEST 40.46 FEET TO A FENCE CORNER POST ON THE NORTH RIGHT- OF-WA Y LINE OF ABOVE MENTIONED INDUSTRIAL DRIVE; THENCE S 89 DEGREES 24 MINUTES 11 SECONDS WEST ALONG SAID NORTH RIGHT-OF-WAY LINE 211.49 FEET TO THE POINT OF BEGINNING.

Inquiries please contact:
Richard Leavens
Development Services Director
(417) 451-8050 x 103

Neosho, MO



237.5 0 118.76 237.5 Feet

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legend

Neosho Streets

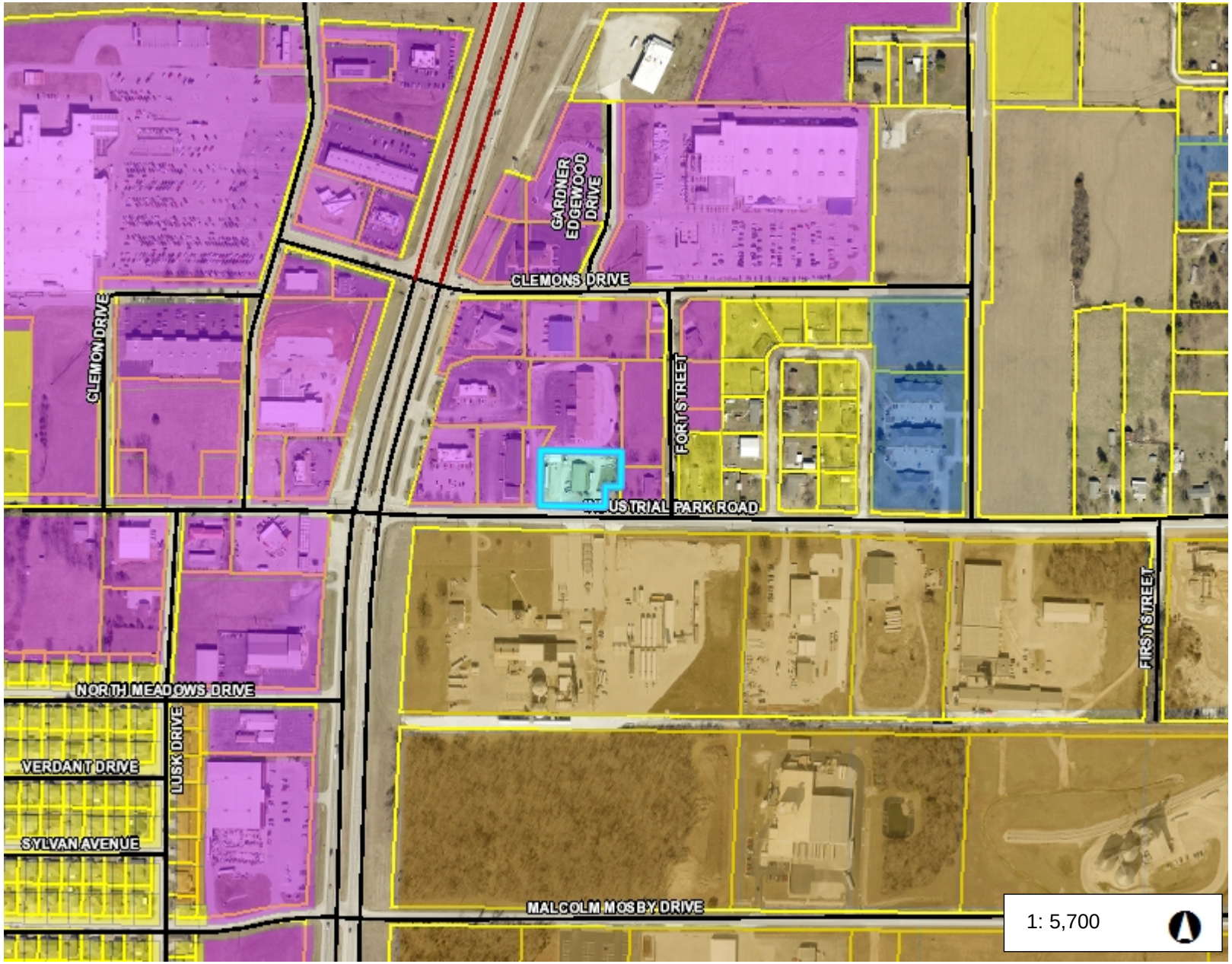
- <all other values>
- INTERSTATE
- U.S. HIGHWAY
- STATE HIGHWAY
- ALLEY
- CITY STREET
- NAMED COUNTY ROAD
- PLATTED/UNDEVELOPED
- UNNAMED
- VACATED STREET

Parcel

Notes

1630 Industrial Drive
MFA Oil Company

Neosho, MO



950.1 0 475.03 950.1 Feet

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legend

Neosho Streets

- <all other values>
- INTERSTATE
- U.S. HIGHWAY
- STATE HIGHWAY
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- NAMED COUNTY ROAD
- PLATTED/UNDEVELOPED
- UNNAMED
- VACATED STREET

Zoning

- AG
- R-1
- R-2
- R-3
- C-0
- C-1
- C-2
- C-3
- M-1
- M-2
- RD-1

Parcel

Notes

1630 Industrial Drive
MFA Oil Company

30.00
MFA Oil Co.
Attn: Larry Fick
Po Box 519
Columbia, MO 65205

Image# 004818700003 Type: LAN
Recorded: 06/27/2014 at 09:57:00 AM
Total Amt: $30.00 Page 1 of 3
Newton County Recorder
Lenora Hyder Recorder of Deeds
File# 2014-00003940
BK 363 PG 3907

LENORA HYDER SEAL NEWTON COUNTY RECORDER OF DEEDS

Cash

TRUSTEE'S DEED UNDER ACTIVE TRUST

THIS DEED, made and entered into this 27th day of June, 2014, by and between Roberta J. Brown as Successor Trustee of the Michael G. Brown Revocable Trust dated September 20, 2000 *and* as Trustee of the Roberta J. Brown Revocable Trust dated September 20, 2000, of Newton County, Missouri, Grantor, and MFA Oil Company, a Missouri cooperative association, Grantees, whose mailing address is One Ray Young Drive, P.O. Box 519, Columbia, MO 65205-0519,

Witnesseth:

Whereas, Grantor is the duly appointed, qualified, and acting Successor Trustee of the Michael G. Brown Revocable Trust dated September 20, 2000 and the duly appointed, qualified, and acting Trustee of the Roberta J. Brown Revocable Trust dated September 20, 2000 under two separate trust agreements entitled the Michael G. Brown Revocable Trust dated September 20, 2000 (which has now become irrevocable because of the death of the said Michael G. Brown) and the Roberta J. Brown Revocable Trust dated September 20, 2000; and

Whereas, under each of said instruments Grantor as is granted a general power of sale of the real estate hereinafter described; and

Whereas, Grantor as Successor Trustee of the Michael G. Brown Revocable Trust dated September 20, 2000 is the owner of an undivided one-half tenancy in common interest in the property described below and Grantor, as Trustee of the Roberta J. Brown Revocable Trust dated September 20, 2000 is the owner of an undivided one-half tenancy in common interest in the property described below, and desires, and intends hereby to convey a 100% interest in the property described below to the Grantee;

Now, Therefore, Grantor, pursuant to Grantor's powers under the two trusts referred to above, does by these presents Bargain and Sell, Convey and Confirm unto the said Grantee, a 100% interest in the following described tracts or parcels of land situated in the County of Newton, State of Missouri, to-wit:

Part of the Southwest Quarter of the Southwest Quarter of Section 36, Township

25, Range 32, beginning at a point 118 feet (measured 118.27 feet) East of the Southwest corner of said SW ¼ SW ¼ Sec. 36, thence East 151 feet, thence North 65.8 feet, thence East 50 feet, thence North 414.72 feet, thence West 10.18 feet (measured 10.04 feet), thence Southwesterly to the point of beginning, EXCEPT commencing at the Southwest corner of said Section 36; thence East along the South line of Section 36, 118.27 feet to the Southwest corner of a tract described in Deed Book 341 at Page 7043; thence N 21 degrees 36 minutes 06 seconds East along the West line of said tract, 192.24 feet to the point of beginning; thence N 21 degrees 41 minutes 49 seconds East 324.86 feet to the Northwest corner of said tract; thence N 88 degrees 58 minutes 16 seconds East 10.04 feet to the Northeast corner thereof; thence S 0 degrees 01 minutes 32 seconds West, along the East line thereof, 302.22 feet; thence N 89 degrees 54 minutes 40 seconds West 130 feet to the point of beginning and SUBJECT to any part taken or deeded for road purposes. ALSO part of the SW ¼ SW ¼ of Section 36, Township 25 North, Range 32 West, Newton County, Missouri, described as commencing at the Southwest corner of said Section 36; thence East, along the South line of Section 36, 57.35 feet to the point of beginning; thence N 0 degrees 45 minutes 50 seconds East 178.96 feet; thence S 89 degrees 54 minutes 40 seconds East 129.31 feet to a found gas pipe on the Westerly line of a tract described in Deed Book 341 at Page 7043; thence S 21 degrees 36 minutes 06 seconds West 192.24 feet to the Southwest corner of said tract; thence West 60.92 feet to the point of beginning.

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Subject to covenants, conditions, easements, and restrictions of record.

TO HAVE AND TO HOLD the same together with all the rights, immunities, privileges and appurtenances to the same belonging unto the said Grantee, and to Grantee's successors and assigns forever; the said Grantor as trustee of said two trusts hereby covenanting that said

Grantor and Grantor's successors as trustee shall and will warrant and defend the title to the premises unto the said Grantee, and to Grantee's successors and assigns, forever, against the lawful claims of all persons claiming by, through, or under them.

IN WITNESS WHEREOF, the said Grantor have hereunto set her hand the day and year first above written.

Roberta J. Brown

Roberta J. Brown as Successor Trustee of the Michael G. Brown Revocable Trust dated September 20, 2000 and as Trustee of the Roberta J. Brown Revocable Trust dated September 20, 2000

STATE OF MISSOURI)
) ss.
COUNTY OF NEWTON)

On this 27th day of June, 2014, before me personally appeared Roberta J. Brown, to me known to be the person described in and who executed the foregoing instrument, and acknowledged that she executed the same as her free act and deed, in her roles as Successor Trustee of the Michael G. Brown Revocable Trust dated September 20, 2000 and Trustee of the Roberta J. Brown Revocable Trust dated September 20, 2000.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal, at my office in Columbia, Missouri, the day and year first above written.

Michelle L Epperson

Printed Name: Michelle L Epperson
Notary Public

My Commission Expires: 12-7-2014

MICHELLE L. EPPERSON
Notary Public – Notary Seal
STATE OF MISSOURI
Newton County – Comm#10414004
My Commission Expires Dec. 7, 2014

City of Neosho CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE: June 4, 2024
ITEM: Bill No. 2024-49: Agreement with First Community Bank for Banking Services

ORIGINATING DEPARTMENT: Finance Department
ATTACHMENT:
1. **Bill No. 2024-49 Agreement w First Community Bank**
2. **First Community Bank Custodial Service Agrmt**

PURPOSE:
To approve and execute the Custodial Services and Depository Agreement with First Community Bank for the City's banking services.

BACKGROUND:
On May 21, 2024, Council approved a bid from First Community Bank for banking services to cover a five-year period.

RECOMMENDATION:
Staff recommends the Council approve the agreement with First Community Bank and authorize the Mayor to execute.

COUNCIL BILL NO. 2024-49 **ORDINANCE NO. 527-2024**

AN ORDINANCE authorizing the City of Neosho, Missouri, to enter into an Agreement with First Community Bank, a Missouri financial institution, and First National Bankers Bank, as Custodian, for the purpose of providing banking services for the City of Neosho municipal accounts; authorizing the Mayor to execute the same by and on behalf of the City of Neosho.

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

Section 1. That the Agreement by and between the City of Neosho, Missouri, and First Community Bank and First National Bankers Bank for the purpose of providing banking services for the City of Neosho municipal accounts, a true and accurate copy of said Agreement being attached hereto and incorporated as Exhibit "A," be and the same is hereby approved.

Section 2. That the Mayor of the City of Neosho is hereby authorized and directed to execute said Agreement by and on behalf of the City of Neosho, Missouri.

Section 3. That this Ordinance shall become effective immediately upon its passage.

PASSED BY THE COUNCIL OF THE CITY OF NEOSHO, MISSOURI, this _____ day of _____, 2024, by a vote of _____.

_____
Richard Davidson, Mayor

ATTEST:

_____
Cheyenne Wright, City Clerk

APPROVED AS TO FORM:

_____
Derek A. Snyder, City Attorney

Custodial Services Agreement

This Custodial Services Agreement ("Agreement") is entered into as of this 18th day of June, 2024 by and between City of Neosho ("Depositor"), with its principal office at 203 E Main Street, Neosho, MO 64850, and First Community Bank ("Institution"), with its principal office at 1325 Harrison Street, Batesville, AR 72501 and First National Bankers Bank, ("Custodian"), with its principal office at 7813 Office Park Blvd.; Baton Rouge, Louisiana 70809, with an Arkansas Division located at 325 West Capitol Avenue, Suite 300; Little Rock, Arkansas 72201.

W I T N E S S E T H

WHEREAS, the Depositor has agreed to deposit funds with the Institution pursuant to the terms and provisions of a depository collateral agreement or similar security agreement in which Institution intended to grant to Depositor a security interest in certain property ("Collateral Agreement"), said Collateral Agreement by and between the Depositor and the Institution dated as of June 18, 2024; and -

WHEREAS, pursuant to the terms and provisions of the Collateral Agreement, and pursuant to the Proposal for Services submitted and incorporated herein, the Institution has agreed to assign, transfer, pledge and convey to the Depositor a perfected security interest in certain eligible securities owned by the Institution (the "Collateral"); and

WHEREAS, in order to perfect the Depositor's security interest in the Collateral, the Custodian, as agent for the Depositor, will accept from the Institution, take possession of and hold such Collateral solely for the benefit of the Depositor.

NOW, THEREFORE, in consideration of the mutual covenants and premises herein contained, the parties do hereby agree as follows:

1. The Custodian hereby accepts employment as the Depositor's custodian and depositary pursuant to the terms of this Agreement.

2. The Custodian shall accept and retain as Custodian solely for the benefit of the Depositor all securities tendered by the Institution as Collateral for its obligations under the Collateral Agreement. Upon receipt of Collateral from the Institution for the benefit of the Depositor, the Custodian shall immediately notify the Depositor of the Collateral pledged by issuing a written custody receipt simultaneously to the Institution and the Depositor evidencing that the Institution has pledged, and the Custodian has received, the Collateral.

3. The Custodian shall identify on its books and records as being pledged to the Depositor specific securities or a quantity of specific securities received by it for, or for the account of, the Depositor. Neither the Institution nor the Custodian shall have any power or authority to, and shall not, transfer, assign, hypothecate, pledge or otherwise dispose of any such securities, except pursuant to instructions from the Depositor and pursuant to the terms of this Agreement. Custodian warrants and represent that no third-party has a right to give an entitlement order regarding the Collateral, and Custodian agrees to notify Depositor and the Institution simultaneously if another person claims a property interest in the Collateral. Upon receipt of such notice, the Institution shall

immediately substitute unencumbered Collateral of equivalent value that is free and clear of all adverse claims.

4. If at any time the total fair market value of the Collateral is less than 102 %of the total amount of cash funds on deposit with the Institution that is in excess of current FDIC insurance coverage (the "Maintenance Percentage"), then the Institution shall assign, pledge and convey a security interest to the Depositor in and transfer to the Custodian, solely for the benefit of the Depositor, securities of the type eligible to be pledged pursuant to §§110.010-110.060 RSMo. and in such amount so that the ratio of the total fair market value of such pledged securities to the amount of funds on deposit shall be at least equal to the Maintenance Percentage. The failure by the Institution to provide securities of the type eligible to be pledged pursuant to §§110.010-110.060 RSMo, in such amount so that the ratio of the total fair market value of such pledged securities to the amount of funds on deposit is at least equal to the Maintenance Percentage, shall, at the discretion of the Depositor, result in all funds of the Depositor held by the Institution becoming subject to immediate withdrawal without penalty and with interest being due and payable to the date of withdrawal.

5. The Custodian shall, on the first business day following receipt by the Custodian of prior written notice from the Institution, allow the Institution to withdraw any of the securities constituting the Collateral, if the Institution shall simultaneously deliver to the Custodian as additional Collateral securities of the same type and having at least the same market value as the securities withdrawn.

6. The Custodian is hereby authorized and directed to promptly distribute to the Institution any cash received by the Custodian as payment of accrued interest on any of the securities constituting the Collateral.

7. This Agreement vests "control" of the Collateral in the Depositor as required under the Missouri Uniform Commercial Code. From and after the date of this Agreement, the Custodian will comply with all notifications and instructions it receives originated by the Depositor directing it to transfer or redeem the Collateral without further consent of the Institution. Upon receipt of any such notification and instruction from the Depositor, the Custodian shall promptly forward a copy of the notification or instruction to the Institution. The Custodian agrees not to take any act that would permit a person other than the Depositor to have "control" of the Collateral as that term is defined in the Missouri Uniform Commercial Code. Except as specifically provided in the foregoing paragraphs 4 - 6, the Custodian will not release or transfer to the Institution any securities constituting the Collateral without prior instructions from the Depositor, either written or verbal. The Depositor and the Custodian agree that in the case of any conflict between written and verbal instructions, the written instructions will be binding.

8. The Custodian agrees, on a monthly basis, to provide simultaneously to the Depositor and the Institution a current statement reflecting pledged Collateral. The Custodian agrees to provide in such statements its own current fair market price valuations of the securities constituting the

Collateral as determined by the methods set forth in the Collateral Agreement; provided, however, the final market value used to determine whether the Institution has satisfied its obligation to maintain sufficient Collateral to meet or exceed the Maintenance Percentage and for any other related audit of the Institution may be those valuations which either the Institution or Custodian, at the sole discretion of the Institution, obtains at a month's end from independent pricing companies in accordance with the Collateral Agreement. The costs of the preparation and delivery of such periodic statements by the Custodian to the Depositor shall be the responsibility of the Institution.

9. In the absence of bad faith on the part of the Custodian, the Custodian shall be permitted to rely upon the authenticity of, and the truth of the statements and the accuracy of the opinions expressed in, and will be protected in acting upon, any document believed by the Custodian to be genuine and to have been signed, affixed or presented by the proper party or parties. The Custodian[1] shall not be liable with respect to any action taken oi omitted to be taken by it in accordance with any instruction or request of the Depositor. In addition, the Custodian shall not be liable for any error of judgment made in good faith by an officer of this Custodian, unless it shall be proved that the Custodian was grossly negligent in ascertaining the pertinent facts. In the event the Custodian receives substantially contemporaneously contrary written instructions from the Depositor and the Institution, then the Custodian may, at its election and without liability to either the Depositor or the Institution, interplead the securities constituting the Collateral in a court of competent jurisdiction, and the Depositor's and the Institution's sole recourse shall be against each other and the securities constituting the Collateral so interplead.

10. The Collateral shall be held in a joint custody account for the benefit of the Depositor; provided, however, this shall in no way restrict the release of said Collateral in accordance with the terms of this Agreement as may be otherwise set forth herein, including, without limitation, the procedures for substitution of such Collateral. The Collateral shall not be held in a margin account, and no margin or other credit will be extended to the Institution with respect to the Collateral. The Custodian waives its right to a security interest in the pledged Collateral and subordinates in favor of Depositor any security interest, lien, or right to setoff it may have, now or in the future, against the Collateral.

11. This Agreement shall be subject to and construed in accordance with the laws of the State of Arkansas, except in those instances in which Missouri law is involved and referred to herein, in which case, Missouri law shall govern. Venue shall be any Missouri court having proper jurisdiction and said court shall interpret Arkansas law when applicable

12. This Agreement may be amended at any time by written agreement between the Depositor and the Custodian, with prior written notice to the Institution.

13. This Agreement may be simultaneously executed in two or more counterparts, each of which shall be deemed to be an original.

14. Notices and other writings shall be delivered or mailed postage prepaid to the parties at the

addresses set forth on the signature page hereof.

15. The duties of the Custodian as provided in this Agreement shall continue in effect until the security interest has been terminated, and the Depositor shall notify the Custodian within a reasonable time of the termination in writing. This Agreement may be terminated thirty (30) days after receipt of written-notice by the Custodian or the Depositor. The Institution may not terminate this Agreement. The Custodian and the Institution agree that if, upon termination of this Agreement, the Depositor's deposit with the Institution continues to require collateral as provided in the Collateral Agreement, the Collateral will be transferred to an account under the exclusive control of the Depositor.

[Remainder of Page Intentionally Blank; Signature Page Follows]

Custodial Services Agreement

IN WITNESS WHEREOF, the parties hereto, each acting through its respective duly authorized representative, have caused this Agreement to be signed in their name and delivered as of the date first above written.

DEPOSITOR: CityofNeosho
Address for Notices 203Main Street Neosho, MO 64850
Signature:_____
Title: Mayor, Richard Davidson

CUSTODIAN: First National Bankers Bank _____
Address for Notices: 325 West Capitol Avenue, Suite 300; Little Rock, AR 72201
Signature: _____ _____
Title:

INSTITUTION: First Community Bank_____
Address for Notices: 1325 Harrison Street, Batesville, AR 72501
Signature:_____
Title: Senior Vice President, Operations

Custodial Services Agreement

This Custodial Services Agreement ("Agreement") is entered into as of this 18th day of June, 2024 by and between:

City of Neosho, with its principal office at 203 E Main Street, Neosho, MO 64850 ("Depositor")

First Community Bank, with its principal office at 1325 Harrison Street, Batesville, AR 72501 ("Institution")

First National Bankers Bank, with its principal office at 7813 Office Park Blvd.; Baton Rouge, Louisiana 70809, ("Custodian")

W I T N E S S E T H

WHEREAS, the Depositor has agreed to deposit funds with the Institution pursuant to the terms and provisions of a security agreement or similar agreement in which Institution intended to grant to Depositor a security interest in certain property ("Security Agreement"), said Security Agreement by and between the Depositor and the Institution dated as of 18th day of June, 2024; and .

WHEREAS, pursuant to the terms and provisions of the Security Agreement and pursuant to the Proposal for Services submitted and incorporated herein, the Institution has agreed to assign, transfer, pledge and convey to the Depositor a perfected security interest in certain eligible securities owned by the Institution (the "Collateral"); and

WHEREAS, in order to perfect the Depositor's security interest in the Collateral, the Custodian, as agent for the Depositor, will accept from the Institution, take possession of and hold such Collateral solely for the benefit of the Depositor.

NOW, THEREFORE, in consideration of the mutual covenants and premises herein contained, the parties do hereby agree as follows:

1. The Custodian hereby accepts employment as the Depositor's custodian and depositary pursuant to the terms of this Agreement.
2. The Custodian shall accept and retain as Custodian solely for the benefit of the Depositor all securities tendered by the Institution as Collateral for its obligations under the Security Agreement. Upon receipt of Collateral from the Institution for the benefit of the Depositor, the Custodian shall complete any one or a combination of the following actions: (i) immediately notify the Depositor, by telephone or otherwise, of the Collateral pledged, (ii) issue a written receipt to the Institution evidencing Custodian's receipt of the Collateral, and (iii) within three business days issue and provide delivery to Depositor written confirmation evidencing Institution has pledged and Custodian has received Collateral.
3. The Custodian shall identify on its books and records as being-pledged to the Depositor specific securities or a quantity of specific securities received by it for, or for the account of, the Depositor. The Custodian shall have no power or authority to transfer, assign, hypothecate, pledge or otherwise dispose of any such securities, except pursuant to instructions from the Depositor and pursuant to the terms of this Agreement.
4. If at any time the ratio of the market value of the Collateral to the amount of funds on deposit is less than the Maintenance Percentage, then the Institution shall assign, pledge and convey a security interest and transfer to the Depositor securities of the type eligible to be pledged pursuant, and in such amount so that the ratio of the market value of such pledged securities to the amount of funds on deposit shall be at least equal to the Maintenance Percentage. Failure by Institution to provide securities of the type eligible to be pledged

pursuant to §§110.010-110.060 RSMo, in such amount so that the ratio of the market value of such pledged securities to the amount of funds on deposit is at least equal to the Maintenance Percentage, shall at the discretion of the Depositor all funds of the Depositor held by the Institution subject to immediate withdrawal without penalty and with interest being due and payable to the date of withdrawal.

5. The Custodian shall, on the first business day following receipt by the Custodian of prior written notice from the Institution, allow the Institution to withdraw any of the securities constituting the Collateral, if the Institution shall simultaneously deliver to the Custodian as additional Collateral securities of the same type and having at least the same market value as the securities withdrawn.
6. The Custodian is hereby authorized and directed to promptly distribute to the Institution any cash received by the Custodian as payment of accrued interest on any of the securities constituting the Collateral.
7. Except as specifically provided in the foregoing paragraphs, the Custodian wifi not release or transfer to the Institution any securities constituting the Collateral without prior instructions from the Depositor, either written or verbal. The Depositor and the Custodian agree that in the case of any conflict between written and verbal instructions, the written instructions will be binding. Within three business days, the Custodian will issue and provide delivery to Depositor written confirmation evidencing Institution has released the Collateral.
8. The Custodian agrees, upon request of the Depositor, , to provide to the Depositor a current statement reflecting pledged collateral . In addition, the Custodian agrees to provide to the Institution current market price valuations of the securities constituting the Collateral.
9. In the absence of bad faith on the part of the Custodian, the Custodian shall be permitted to rely upon the authenticity of, and the truth of the statements and the accuracy of the opinions expressed in, and will be protected in acting upon, any document believed by the Custodian to be genuine and to have been signed, affixed or presented by the proper party or parties. The Custodian shall not be liable with respect to any action taken or omitted to be taken by it in accordance with any instruction or request of the Depositor. In addition, the Custodian shall not be liable for any error of judgment made in good faith by an officer of this Custodian, unless it shall be proved that the Custodian was grossly negligent in ascertaining the pertinent facts. In the event the Custodian receives substantially contemporaneously contrary written instructions from the Depositor and the Institution, then the Custodian may, at its election and without liability to either the Depositor or the Institution, interplead the securities constituting the Collateral in a court of competent jurisdiction, and the Depositor's and the Institution's sole recourse shall be against each other and the securities constituting the Collateral so interplead.
10. This Agreement may be amended at any time by written agreement between the Depositor and the Custodian, with prior written notice to the Institution.
11. This Agreement shall be subject to and construed in accordance with the laws of the Stateof Arkansas, except in those instances in which Missouri law is involved and referred to herein, in which case, Missouri law shall govern. Venue shall be any Missouri court having proper jurisdiction and said court shall interpret Arkansas law when applicable
12. This Agreement may be simultaneously executed in two or more counterparts, each of which shall be deemed to be an original.
13. Notices and other writings shall be delivered or mailed postage prepaid to the parties at the addresses set forth on the signature page hereof.

IN WITNESS WHEREOF, the parties hereto, each acting through its respective duly authorized representative, have caused this Agreement to be signed in their name and delivered as of the date first above written.

DEPOSITOR: City of Neosho
Address for Notices 203Main Street Neosho, MO 64850
Signature:_____
Title: Mayor, Richard Davidson

CUSTODIAN: First National Bankers Bank_____
Address for Notices: 325 West Capitol Avenue, Suite 300; Little Rock, AR 72201
Signature: _____ _____
Title:

INSTITUTION: First Community Bank _____
Address for Notices: 1325 Harrison Street, Batesville, AR 72501
Signature:_____
Title Senior Vice President, Operations

City of Neosho CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE: June 4, 2024
ITEM: Bill No. 2024-50: Loss Prevention and Safety Manual

ORIGINATING DEPARTMENT: Human Resources Department
ATTACHMENT:
1. **Bill No. 2024-50 Adopting Loss Prevention Safety Manual**
2. **2024 Safety Manual_Final**

PURPOSE:
The purpose of this item is for Council to approve the updated Loss Prevention and Safety Manual.

BACKGROUND:
The current Loss Prevention and Safety Manual has not been updated since 2016. The Loss Prevention and Safety Manual is a guideline for city employees to follow while on duty. The City's Safety Committee, which includes all directors, meets monthly and has been in the process of reviewing and updating. The safety committee will continue to review annually.

RECOMMENDATION:
Staff recommends approval of the Loss Prevention and Safety Manual.

COUNCIL BILL NO. 2024-50 **ORDINANCE NO. 528-2024**

AN ORDINANCE of the City of Neosho, Missouri, adopting a Loss Prevention and Safety Manual for use by the staff of the City of Neosho, Missouri.

WHEREAS, the City Council desires a comprehensive set of general guidelines and policies governing safe work practices to better protect City staff and employees from injuries and/or exposures to dangers and to protect City property; and

WHEREAS, these policies are intended to apply to all city employees with the City; and

WHEREAS, the policies contained in Loss Prevention and Safety Manual are general guidelines for the City's employees. They are not intended to be a guarantee of safety, expressed or implied.

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

Section 1. That the Loss Prevention and Safety Manual, a true and accurate copy of said Agreement being attached hereto and incorporated as Exhibit "A," be and the same is hereby approved.

Section 2. This Ordinance shall be effective on passage.

PASSED BY THE COUNCIL OF THE CITY OF NEOSHO, MISSOURI, this _____ day of _____, 2024, by a vote of _____.

CITY OF NEOSHO, CITY COUNCIL

_____

Richard Davidson, Mayor

APPROVED:

_____

Derek A. Snyder, City Attorney

ATTEST:

_____

Cheyenne Wright, City Clerk

CITY SEAL

CITY OF NEOSHO
LOSS PREVENTION AND SAFETY MANUAL

Updated May 2024

LOSS PREVENTION POLICY

It is the intent of the City of Neosho to implement a comprehensive loss prevention program. The City's employees are its most important asset, and their safety is our greatest responsibility. The health and safety of all is our utmost consideration. Employees at all levels are directed at making safety a matter of continuing concern. This program emphasizes that effective loss prevention is a key part of management responsibilities and can only be effective by fully utilizing the City's available resources and enlisting the support of all personnel.

Operational activities must be reviewed to minimize exposure to personal injury and property damage. Planned operations should be reviewed to include consideration of errors which may occur. Accidents are unplanned events. Proper planning and supervision can minimize the likelihood of accidents. Accidents are preventable. The key to loss prevention is to initiate the necessary pre-planning to minimize unsafe acts, contain risks, and control unsafe conditions.

Through emphasis on loss prevention techniques, refinement of work policies and procedures, and creating a safe working environment, we will reduce injuries to our employees and prevent damage to property. All employees are responsible for compliance with the City's Loss Prevention Program as outlined in the attached manual. Employees are expected, as a condition of their employment, to adopt the concept that the safe way to complete a task is the most efficient and the only acceptable way. Safety will be included as part of the performance evaluation of each and every City employee.

The successful implementation of this program rests with each one of us. Let's rise to the occasion and make our Loss Prevention Program a complete success. Let's make it part of our daily lives as employees of the City. I look forward to working with you in this very important effort.

David Kennedy
City Manager

SAFETY COMMITTEE

The Safety Committee will serve as an advisory body to the City Manager. It will be responsible for recommending policies and procedures affecting the administration of the loss prevention program. Membership will be comprised of city department directors stated below:

1. City Clerk
2. Development Services Director
3. Fire Chief
4. Finance Director
5. Human Resources Director
6. Parks and Recreation Director
7. Police Chief
8. Public Works Director

Members appointed by Department Directors may be supervisory personnel. The Safety Committee shall meet monthly, attendance is mandatory. Activities of the Committee shall include, but not be limited to the following:

1. Meeting minutes will be taken by the Risk Management Coordinator and in their absence the City Clerk shall take minutes. Minutes will be distributed to the City Manager, each Department Director, and to Departmental Supervisors. Minute files will be maintained in the Risk Management Coordinator's Office.
2. The Committee shall recommend policies and procedures affecting the development and administration of an aggressive accident prevention program.
3. The Committee shall recommend program goals and objectives to ensure the success of this program.
4. Establish a safety guideline handbook including general rules and regulations.
5. Review data, records, and reports of safety matters. This will include review of claims filed during the preceding month and making recommendations as to how the accident could have been avoided.
6. Perform follow-up investigation of accidents and make safety inspections when appropriate. The committee will file a report to the City Manager and Department Director(s) making recommendations as to accident prevention.
7. Develop a continuing program of safety and health.
8. Prepare an annual report to the City Council concerning the programs significant activities/accomplishments.
9. Review safety suggestions presented by employees.
10. Formulate recommendations for safety material, policy and procedure changes, and equipment needs that can enhance the loss prevention program.

LOSS PREVENTION RESPONSIBILITIES

Each employee is responsible for implementing the provisions of this program. The responsibilities listed below are minimum and shall in no way be construed to limit individual initiative to implement more comprehensive procedures to reduce losses.

CITY MANAGER

The City Manager has overall responsibility for the Loss Prevention Program and its administration. Specific responsibilities include:

1. Establishing the City's Loss Prevention Program.
2. Developing in each Department Director a strong commitment to the safety program and its success.
3. Review serious accidents to ensure that their causes are being investigated and that proper corrective action is taken to prevent a reoccurrence.
4. Review the necessary Loss Prevention Program to appraise its effectiveness.

RISK MANAGEMENT COORDINATOR

The Risk Management Coordinator is responsible for directing this program. Duties include:

1. Present recommendations where necessary to the City Manager.
2. Administer the City's Loss Prevention Program.
3. Consult directly with management personnel and employees on loss prevention matters.
4. Perform investigations to ensure that unsafe conditions or practices are identified and corrected.
5. Keep the City Manager and Department Directors informed about the status of matters affecting the loss prevention program.
6. Maintain an effective safety awareness program for City employees.
7. Coordinate compliance with federal, state, and local safety laws.

DEPARTMENT HEADS

Each Department Director is responsible for maintaining a safe and healthy working environment. The Director is responsible for providing the work environment, work procedures, and service to the highest extent possible for the safety of City employees and the general public. Each department director will:

1. Develop and support a safety program that will reduce and control accidents.
2. Appoint a Departmental representative to the Safety Committee.
3. Develop safety rules and regulations pertinent to governing the conduct of departmental activities and programs.
4. Establish and maintain a system of safety analysis and perform regular inspections.
5. Provide training and continuing safety instruction to all Departmental employees. Hold each supervisor accountable for explanation of preventable injuries, collisions, and liability incurred by departmental employees.
6. Take corrective action on unsafe conditions.

SUPERVISORY PERSONNEL

Supervisory personnel have responsibility for employee safety. This includes personnel, equipment, work area, and methods. Supervisors are responsible for the following:

1. Enforcing safety procedures that apply to their work.
2. Providing adequate training to employees under their direction.
3. Accountable for preventable injuries, collisions, and liabilities caused by their employees.
4. To enforce management policies.
5. Provide safety instruction to focus attention upon potential hazards, changes in work conditions or procedures.
6. Ensure that all employees are instructed in the use and need for protective equipment.
7. Continually evaluate work conditions and procedures to correct unsafe conditions and practices.
8. Investigate accidents and make certain that corrective actions are taken.
9. Ensure that safety equipment and protective devices are available for each job, are used, and properly maintained.
10. Report accidents/injuries to the Risk Management Coordinator as soon as practicable after the accident.

EMPLOYEES

Employees are required, as a condition of employment, to work safely to prevent injuries to themselves, their fellow workers, and to the public. Each employee will:

1. Promptly report to their supervisor unsafe actions, practices, or conditions.

2. Cooperate with and assist in the investigation of accidents, to identify correctable causes, and to prevent their reoccurrence.
3. Promptly report to their supervisor all accidents and injuries.
4. Observe proper safety practices at all times.
5. Maintain clean, orderly work areas and equipment.
6. Not engage in horseplay.
7. Observe safety rules and adhere to published work instructions.
8. Wear protective equipment when working in hazardous operation areas.
9. Arrive at work suitably attired for their job.

EMPLOYEE VIOLATION OF SAFETY REQUIREMENTS

Any employee found to be in violation of this section, or other sections of this manual shall be subject to dismissal in accordance with the City of Neosho Employee Handbook.

All employees may be dismissed at any time for any of the causes listed. The employee will be advised in writing of the reasons for the dismissal. A copy of the dismissal notice will be placed in the employee's personnel file.

LOSS PREVENTION METHODS

Each of the following loss prevention methods are an important part of the overall program.

INSPECTIONS

Quarterly facility inspections shall be conducted by a three-member team that includes the department director, Deputy Fire Chief, and Building Inspector. The panel will issue a written report on their findings and recommendations at the next Safety Committee Meeting.

Informal inspections should be made regularly by each Department Director, this is to ensure that hazards are kept at a minimum and that safe work practices are enforced. Emphasis should be placed on the condition of facilities, equipment, and machinery as well as implementation of the overall program such as:

1. Good housekeeping.
2. Utilization of prescribed protective equipment.
3. Compliance with Departmental work rules.
4. Vehicle/equipment condition.
5. Proper storage of flammable liquids and maintenance of firefighting equipment.
6. Proper guarding of open pits, ditches, tanks, etc.
7. Proper maintenance of equipment and tools.
8. Compliance with the safety program.

JOB SAFETY ANALYSIS FOR HAZARDOUS WORK

To eliminate accidents in high hazard areas, each supervisor must make workers aware of the hazards that exist and ensure an understanding of the method of performing each job safely. It is essential that published work rules be used to identify hazards. The procedures for developing these published work rules through job safety analysis (JSA) are as follows:

1. The job is broken down into steps.
2. Each step is analyzed for hazards that could cause an accident. The purpose is to identify the inherent hazards so that each step of the job can be performed safely.
3. When the hazards and potential accidents associated with each step are identified and their causes understood, ways of eliminating them can be developed.

4. Using the information gathered from the first three steps. Work rules are implemented which address the specific problems/hazards. This becomes an aid to assist the supervisor in instructing employees in the safest method of performing their jobs.

JOB SAFETY TRAINING

Supervisors are responsible for training newly hired, newly assigned, or reassigned employees in job safety procedures. Employees must be properly trained. The supervisor should:

1. Preparation
   a. Put the employee at ease.
   b. Define the job.
   c. Create employee interest.
   d. Instruct the employee in the correct performance of the job.
2. Presentation
   a. Illustrate one important step at a time.
   b. Stress key points.
   c. Communicate clearly, completely, and patiently.
3. Performance
   a. Instruct while the job is being completed by the employee.
   b. Have the employee explain key points as the job is repeated.
   c. Make sure the employee understands.
   d. Work with the employee until you are satisfied that they are able to complete the tasks safely.
4. Follow-Up
   a. Assign the employee to the task.
   b. Designate to whom the employee goes for help.
   c. Check frequently; encourage questions.
   d. Taper off extra coaching and close follow-up.

ACCIDENT INVESTIGATION

Investigation of any accident is the key in controlling losses. Thorough investigation, recording, and corrective follow-up of each accident is absolutely necessary if anything is to be learned from the experience.

Injuries must be investigated by the supervisor of the injured person as soon as possible after it has occurred. The investigation shall be in report form and/or on the proper forms based on your City policy. The following procedures must be followed as closely as possible:

1. Check the scene and reconstruct as much as possible without repeating the accident.
2. Collect evidence. If any injury or near miss occurs, it is essential to determine what happened and why.
3. It is important to interview witnesses at the scene as soon as possible thereafter.
4. If the injury is minor, interview the victim. The interview should be made as soon as practical. If the injury is serious, select the right time. Weigh the evidence and determine remedies to eliminate reoccurrence.
5. Weigh the evidence and determine remedies to eliminate reoccurrence.

SAFETY DISCIPLINE

When violations of policies occur, corrective action must be immediate and positive. Disciplinary action will be considered when any person causes an injury or destroys or damages equipment either by willfully violating safe work rules or by disregarding regulations or by demonstration of an attitude of indifference or defiance. Department Directors will have latitude in determining the extent of disciplinary action to be taken.

The correction of improper performance requires more attention than the correction of mechanical and machine hazards.

The correction of improper or unsafe actions requires instruction, a demonstration of how to do the job, and follow-up to see that the instructions are followed.

GENERAL SAFETY RULES

Practical Jokes and Personal Conduct

1. Employees shall not engage in practical jokes or "horseplay". This is considered inappropriate, libelous activity and shall not be tolerated under any circumstances. Disciplinary action may result.
2. Each employee must comply with safety and health standards and all rules, regulations, and orders which are applicable to his or her own actions and conduct. Violations may be considered sufficient grounds for disciplinary action, including discharge.
3. Employees shall perform their work in a safe and alert manner and be aware of the possibility of unseen danger or situations. Employees are not expected to sacrifice their own or others' safety to perform their duties.
4. An employee shall avoid distracting the attention of another worker from their job until it is determined that no danger will result.
5. A fellow employee should be cautiously warned, when seen in a dangerous situation, to avoid confusing, startling, or alarming them.
6. Employees shall not use compressed air or other compressed gases for cleaning their clothing because of the dangers of flying particles and the possibility of forcing air through their pores into their bloodstream.
7. Supervisors shall be responsive to their employees and aware of the job hazards.
8. Modifying, displacing, removing, or disconnecting any safety device is prohibited.
9. Do not paint (or cover) over safety instructions.
10. Firearms, ammunition, explosives, and other weapons of any kind are not allowed on the City of Neosho property. Possession, display, or use of these items may result in disciplinary action, excluding the police department or unless authorized.

Equipment Safety Shields/Guards

1. No shield/guard shall be removed from any machine or piece of equipment except to perform required maintenance.
2. Should a guard/shield be found broken or missing, it is to be reported and then repaired/replaced immediately and/or the equipment must be tagged out of service until the correction is made.
3. Guards removed to perform maintenance operations shall be replaced immediately and the machine shall not be operated while the guards are removed except for maintenance certification.

Housekeeping

1. Good housekeeping shall be maintained in shops, yards, buildings, vehicles, and job sites. Supervisors shall be responsible for proper housekeeping in or around the work they are supervising.
2. Walks, aisles, stairways, fire escapes, and other passageways shall be kept clear of obstructions and tripping hazards. Access to electrical panels, control bulbs, fire extinguishers, etc., shall be kept clear of obstructions.
3. Tools and materials shall not be placed where they may cause tripping or stumbling hazards, or where they may fall and strike anyone.
4. Tools shall be cleaned and returned to their proper place when job is completed.
5. Puddles of oil, paint, water, etc., shall be cleaned up promptly. Absorbent material should be used as a cleanup aid when needed.
6. Nails in boards, such as those removed from sheathing, scaffolds, forms, and packing boxes shall be removed and the boards carefully stacked or stored if they are to be reused. If such boards are to be added to a scrap pile for disposal, nails should be bent over or removed.

7. Scrap containers, or scrap collection areas, shall be provided where needed and used for storage of wood and metal scraps.
8. Scrap material of salvage value shall be properly stored until suitable arrangements are made.
9. Combustible materials, such as oil-soaked rags, waste and shavings shall be kept in approved metal containers with metal lids. Containers shall be emptied as soon as practicable.
10. Dispose of glass separately. Fluorescent tubes need special handling.
11. Eliminate fly and insect attractions, if possible, at least provide some control.
12. Used rags shall be kept in metal or metal lined bins having metal covers.
13. Flammable liquids shall be used only for their designed purposes. Gasoline, benzene, naphtha, lacquer thinner, etc., shall not be used for cleaning purposes or for starting or kindling fires.
14. All solvents should be kept in approved, properly labeled containers. Gasoline, benzene, naphtha, lacquer thinner, and other solvents of this class shall be handled and dispensed only in U.L. approved, properly labeled (yellow letters) red safety cans.
15. Permanent floors and platforms shall be kept free of dangerous projections or obstructions and shall be maintained reasonable free from oil grease, or water. Where the type of operation produces slippery conditions, mats, grates, cleats, or other methods shall be used to reduce the hazard from slipping.
16. Materials and supplies shall be stored in an orderly manner to prevent their falling or spreading and to eliminate tripping and stumbling hazards.
17. Paper and other combustible materials shall not be allowed to accumulate, and weeds or other range vegetation shall not be permitted to grow in or around the neighborhood of substations, pole yards, buildings, tanks, or other structures.
18. In any building, except one provided for their storage, flammable liquids such as gasoline, benzene, naphtha, lacquer thinner, etc. shall be limited to five gallons, in U.L. approved, properly labeled containers.
19. Rule 112-s does not apply to kerosene and cleaning agents of the "Stoddard" solvent class; however, not more than one gallon of such liquids shall be kept in any open container. The container shall be provided with a proper cover and be kept securely covered except when in actual use.
20. When pouring or pumping gasoline or other flammable liquids from one container to another, metallic contact shall be maintained between the pouring and receiving containers. Transferring of flammable liquids from one container to another shall be accomplished only in properly ventilated spaces free from ignition sources.
21. Strict adherence shall be paid to "No Smoking" and "Stop Your Motor" signs at fuel dispensing locations.

Smoking

Smoking or open flames shall not be permitted in areas where dangerous gases might be present; for example, oxygen buildings, acetylene storage, or similar areas. Neither shall smoking be permitted in storerooms, battery rooms, flammable liquid storage and use locations, or in other areas where quantities of combustible materials are kept. Absence of "No Smoking" signs shall not excuse smoking in dangerous places. Smoking is not allowed in the service center, water treatment plant, wastewater treatment buildings or any public works building.

Fire Protection

1. Good housekeeping is one of the most effective aids to fire prevention. Wastepaper, rags, and other combustible materials shall not be allowed to accumulate.
2. Matches, cigars, cigarettes, pipe tobacco, and ashes shall be disposed of in ashtrays or other non-combustible containers. Ashtrays shall be emptied into metal trash containers. Smoking debris shall not be emptied into wastepaper baskets.
3. The growth of weeds, tall grass, or other vegetation shall be controlled in or around structures, yards, buildings, tanks, or storage areas. A regular procedure shall be provided for the periodic cleanup of these areas.
4. Grease and rubbish shall not be allowed to accumulate in elevator shafts and pits.
5. When temporary, combustion-type heating devices, such as salamanders or LP heaters are used:

   a. Adequate fresh air shall be available. Where fresh air is inadequate, mechanical ventilation shall be provided.
   b. They shall not be set directly upon wooden floors or other combustible material unless the heater is specifically designed for that purpose.
   c. They shall be located at least 10 feet from the vicinity of combustible material such as tarpaulins, canvas, plastic film coverings, etc.
   d. They shall be set horizontally level, unless otherwise permitted by the manufacturer's markings, and shall be securely placed to prevent overturning and the spillage of fuel.
6. Firefighting equipment shall not be used, tampered with, or removed from designated locations for purposes other than firefighting or rescue operations.
7. Fire doors shall be properly identified and maintained in good operating condition and checked periodically. Materials or equipment shall not be placed to obstruct the fire doors.
8. Flame or excessive heat shall not be used near fire-detecting devices or automatic sprinkler heads in service. Proper clearance shall be maintained between the top level of equipment or stored material and sprinkler heads or fire detectors.
9. Defective or inadequate electric wiring shall be immediately repaired, removed, or replaced. Oversize fuses or oversize circuit breakers shall not be used. Fuse and circuit breaker boxes shall be kept closed except during maintenance or testing.
10. Employees shall not smoke nor use matches or open flames (and prevent electric sparks) in areas where combustible gases may exist, until tests prove that combustible gases are not present. Such conditions may exist in confined spaces such as gas-filled electrical equipment, or in manholes, vaults, battery rooms, or transformer or oil circuit breaker tanks.
11. Flammable liquids, such as gasoline, benzene, naphtha, and lacquer thinner shall be kept in approved safety cans identified by proper markings. The quantity shall be kept to a minimum except in approved areas. Flammable liquids shall be kept in closed containers when not actually in use. Where more than five (5) gallons of flammable or combustible liquids or five (5) pounds of flammable gas are being used, a fire extinguisher with a U.L. rating of not less than 10-B shall be provided within 50 feet.
12. Flammable liquids such as gasoline, benzene, naphtha, and lacquer thinner shall not be used for cleaning purposes.
13. When pouring or pumping flammable liquids from one container to another, metallic contact shall be maintained, or an electrical bonding jumper connected between the containers to minimize the possibility of static spark ignition.
14. Proper precautions shall be used in the presence of material in the form of dust or powder to prevent an explosion.
15. Employees shall be familiar with the location and proper use of fire extinguishers in their work area. Whenever a fire extinguisher is used, it shall be promptly replaced. The used fire extinguisher shall be recharged as soon as possible.
16. Except for wheeled type equipment, all fire extinguishers shall be mounted. (Recommended height is 42 inches or less.)
17. All employees shall know the classes of fire, their burning characteristics, and the proper extinguishing agent to be used.
   a. (Class "A" fires involve normal combustibles such as wood and paper. Extinguishing agents include water, soda-acid and multipurpose dry chemical.)
   b. (Class "B" fires involve oils and flammable liquids. Extinguishing agents include CO2 and dry chemicals.)
   c. (Class "C" fires involve electrical equipment. Extinguishing agents include CO2 and dry chemicals.)
   d. (Halon 1301 (Freon) and Halon 1211 are gaseous extinguishing agents suitable for combating both Class "B" and Class "C" fires, especially at indoor locations. Both agents are slightly toxic in low concentrations (less than 5 percent) and will cause unconsciousness in a short period of time when the concentration is above 15 percent. When the extinguishing agent is released, precautionary measures similar to those for toxic, confined spaces should be employed.)
18. Carbon tetrachloride fire extinguishers shall not be used; carbon tetrachloride is extremely toxic.
19. Employees shall be instructed in the proper use of fire extinguishing equipment and methods of extinguishing fires (including clothing fires).

20. Fire protection equipment shall not be blocked or hidden from view. In large rooms and in certain locations where visual obstruction cannot be completely avoided, signs shall be conspicuously posted to show the location of such equipment. Never use extinguisher as a coat rack.
21. Extinguishers shall be inspected monthly, or at more frequent intervals when circumstances require them, to ensure that they have not been actuated or tampered with, and to detect any obvious physical damage, corrosion, or other impairments.
22. Extinguishers shall have a durable tag securely attached to show the monthly maintenance date and the initials or signature of the person who performed this service.
23. Electric shock is possible if the person using C02 fire extinguishers on an electrical fire does not maintain a safe distance from the fire.
24. The discharge horn of a C02 fire extinguisher becomes very cold during use. Do not touch it.
25. When a C02 extinguisher is used in an unventilated space, the user can become unconscious because of oxygen deficiency. Employees shall not enter confined spaces after using CO2 extinguishers until the area has been thoroughly ventilated.
26. Although dry chemical fire extinguishers are safe for the employee when used on electrical fires, if the powder becomes wet, a conducting solution is formed which could cause damage to electrical insulation.
27. Multi-purpose dry chemicals for Class A, B, and C fires shall not be mixed with dry chemicals intended for use on Class B and C fires only.
28. Ordinary Combustibles - Fires in paper, wood, drapes, and upholstery requires an extinguisher labeled A.
29. Flammable Liquids - Fires in fuel, oil, gasoline, paint, grease in a frying pan, solvents, and other flammable liquids require an extinguisher labeled B.
30. Electrical Equipment - Fires started in wiring, overheated fuse boxes, conductors, and other electrical sources require an extinguisher labeled C.
31. Metals - Certain metals such as magnesium and sodium require an extinguisher labeled D.
32. The purpose of fire protection systems is to protect life and property by automatically or manually suppressing fire. If not properly maintained, these systems may become worthless.
33. Keep only small quantities of flammables and combustibles on hand. Separate flammables and materials that react with each other.
34. Store flammables only in approved, correctly labeled, properly located and ventilated storage areas.
35. Post the location of the nearest fire alarm station, fire reporting procedure, and the correct method of using all fire extinguishers in your work area.
36. Do not use soda-acid extinguishers on electrical fires.
37. Explosion proof motors, switches and lights are required in areas where explosive gases might be found.
38. Conduct drills and allow practice with each type of extinguisher. Install smoke detectors in personnel areas and check frequently (at least monthly).
39. Hydrostatic test interval varies with contents and type. Example: Dry chemical with stainless steel shell must be tested every 5 years while a dry chemical with mild steel shell allows a 12-year test interval.

<u>Hand Tools</u>

1. All tools, regardless of ownership, shall be of an approved type and maintained in good condition. (Tools are subject to inspection at any time. A supervisor has the authority and responsibility to condemn unserviceable tools, regardless of ownership.)
2. Defective tools shall be tagged to prevent their use, or they shall be removed from the job site.
3. Employees shall always use the proper tool for the job performed. Makeshift and substitute tools shall only be used with proper authorization and under supervision.
4. Hammers with metal handles, screwdrivers or knives with metal continuing through the handle and metallic measuring tapes shall not be used on or near energized electrical circuits or equipment.
5. Tools shall not be thrown from place to place or from person to person; tools that must be raised or lowered from one elevation to another shall be placed in tool buckets or firmly attached to hand lines.
6. Tools shall never be placed unsecured on elevated places.

7. As impact tools such as chisels, punches, drift pins, etc. become mushroomed or cracked, they shall be dressed, repaired, or replaced before further use.
8. Chisels, drills, punches, ground rods and pipes shall be held with suitable holders or tongs (not with the hands) while being struck by another employee.
9. Shims shall not be used to make a wrench fit.
10. Wrenches with sprung or damaged jaws shall not be used.
11. Pipe shall not be used to extend a wrench handle for added leverage unless the wrench was designed for such use.
12. Tools shall be used only for the purposes for which they have been approved.
13. Tools with sharp edges shall be stored and handled so that they will not cause injury or damage. They shall not be carried in pockets.
14. Wooden handles that are loose, cracked or splintered shall be replaced. The handle shall not be taped or lashed with wire.
15. All cutting tools such as saws, wood chisels, drawknives, or axes, shall be kept in suitable guards or in special compartments.
16. Tools shall not be left lying around where they may cause a person to trip or stumble.
17. When working on or above open grating, a canvas or other suitable covering shall be used to cover the grating to prevent tools or parts from dropping to a lower level where others are present, or the danger area shall be barricaded or guarded.
18. The insulation on hand tools shall not be depended upon to protect users from shock.

Portable Electric Tools

1. The non-current carrying metal parts of portable electric tools such as drills, saws and grinders shall be effectively grounded when connected to a power source unless:
    a. The tool is an approved double-insulated type, or
    b. The tool is connected to the power supply by means of an isolating transformer or other isolated power supply, such as a 24V DC system.
2. All powered tools shall be examined prior to use to insure general serviceability and the presence of all applicable safety devices. The electric cord and electric components shall be given an especially thorough examination.
3. Powered tools shall be used only within their capability and shall be operated in accordance with the instruction of the manufacturer.
4. All tools shall be kept in good repair and shall be disconnected from the power source while repairs are being made.
5. Electrical tools shall not be used where there is a hazard of flammable vapors, gases, or dust.
6. Tools connected to a central power supply (not isolated) and are not double insulated, shall be protected by a Ground Fault Interrupter (GFI) or by an "assured grounding system."

Pneumatic Tools

1. Compressed air and compressed air tools shall be used with caution.
2. Pneumatic tools shall never be pointed at another person.
3. Pneumatic power tools shall be secured to the hose or whip by some positive means to prevent the tool from becoming accidentally disconnected.
4. Safety clips or retainers shall be securely installed and maintained on pneumatic impact (percussion) tools to prevent attachments from being accidentally expelled.
5. Compressed air shall not be used for cleaning purposes except where reduced to less than 30 p.s.i. and then only with effective chip guarding and personal protective equipment.
6. Compressed air shall not be used to blow dust or dirt from clothing.
7. The manufacturer's safe operating pressure for hoses, pipes, valves, filters, and other fittings shall not be exceeded.
8. The use of hoses for hoisting or lowering tools shall not be permitted.
9. All hoses exceeding 1/2 inch inside diameter shall have a safety device at the source of supply or branch line to reduce pressure in case of hose failure or disengagement of a connection.

10. Before adjusting or changing air-tools, unless equipped with quick-change connectors, the air shall be shut off at the air supply valve ahead of the hose. The hose shall be bled at the tool before breaking the connection.
11. Eye protection, foot protection and other protective devices shall be worn when their use could reduce the possibility of injury.
12. Pneumatic tools shall be operated only by competent persons who have been trained in their use.
13. The use of metal-reinforced hose shall be avoided near energized equipment. When this type of hose must be used, proper clearances shall be maintained.
14. Jackhammer:
    a. Read the operator's instruction manual before using the jackhammer.
    b. The Department Supervisor must certify, by documentation, that appropriate training has been provided.
15. Always fill the compressor engine fuel tank out of doors with engine shut off and cool. Never handle fuel while smoking or in the presence of sparks or open flame. Allow the engine to cool briefly if you need to refuel during operation.
16. Always wear protective equipment. Eye protection (safety glasses or shield), safety helmet, hearing protection, sturdy long pants, and foot protection are essential. Breathing protection may be used at the operator's discretion.
17. Check all bits to see that they are sharp. If not, sharpen according to the manufacturer's recommendations.
18. Always disconnect air supply before inserting or removing tools.
19. Be sure all tools are properly locked into the unit before operating.
20. Keep all bystanders, children, and pets out of the work area.
21. Prevent back injuries by using your leg muscles to lift the machine into operating position.
22. Allow the tool to do the work by using a grip light enough to maintain control.
23. Take rest breaks as needed.
24. If stopping work for a short period of time, or for the day, stop the compressor.

<u>Power Lawn Mowers, Edgers, Etc.</u>

1. Employees shall insure that all applicable guards are in place prior to using power lawn mowers.
2. All power lawn mowers shall be equipped with adequate guards, which shall remain in place while mower is in use.
3. Prior to making adjustment, inspections or repairs, the employee shall turn off the mower and permit it to come to a complete stop.
4. When operating a power mower, the operator shall:
    a. Remove any rocks, pieces of wire or other foreign objects from the area to be mowed.
    b. Avoid placing the body in front of the discharge opening.
    c. When mowing a slope or incline, mow across the face of the slope.
    d. Wear proper protective equipment to include as a minimum safety glasses or safety goggles. (Safety footwear should be worn.)

<u>Safe Supports and Scaffolds</u>

1. No employee, or any material or equipment, shall be supported or permitted to by supported on any portion of a tree, pole structure, scaffold, ladder, walkway, or other elevated structure, crane, or derrick, etc., without it first being determined that such support is adequately strong and properly secured in place.
2. Employees shall check all scaffolding prior to use to insure it is of sufficient strength and rigidity to safely support the weight of persons and material to which it will be subjected.
3. Employees shall not use a scaffold from 4 to 10 feet in height having a minimum horizontal dimension of less than 45 inches unless proper guardrails are present to provide employee protection.
4. Employees shall not use a scaffold over 10 feet in height unless there is present a standard guardrail, with midrail and toe board, to provide adequate employee protection.
5. Scaffold planks shall extend over their end supports by not less than 6 inches (unless cleated) nor more than 12 inches.

6. Scaffolds shall not be moved without first removing all loose tools, materials and equipment resting on the scaffold deck.
7. All scaffolds shall rest on a suitable footing and shall stand level. Movable scaffolds shall have the casters or wheels locked to prevent movement.

Ladders-General

1. Wooden ladders shall not be painted so as to obscure a defect in the wood; only a clear, non-conductive finish shall be used.
2. All ladders shall be inspected frequently and regularly. Ladders with weakened, broken or missing steps, broken side rails, or other defects shall be tagged and removed from service.
3. Ladders and scaffolds shall be sufficiently strong for their intended use.
4. Portable metal ladders shall not be used in the vicinity of energized electrical circuits. (Exception: Such ladders may be used in specialized work, as high voltage substations, where non-conductive ladders might present a greater hazard. These ladders shall be properly marked.)
5. Ladders shall not be placed in front of doors opening toward the ladder unless the door is open, locked or guarded.
6. When ascending or descending ladders, employees shall have both hands free and shall face the ladder.
7. Only one employee shall work from a ladder at one time (except for hook-type ladders). If two employees are required, a second ladder shall be used.
8. Employees shall use only company-owned ladders.
9. Ladders shall not be used as scaffold platforms.
10. Boxes, chairs, etc. shall not be used as ladders.

Straight Ladders

1. Portable straight ladders shall not be used without non-skid bases.
2. The ladder shall be placed so that the distance between the bottom of the ladder and the supporting point is approximately one-fourth of the ladder length between supports.
3. Straight ladders shall not be climbed beyond the third step from the top.
4. When working from a portable ladder, the ladder must be securely placed, held, tied, or otherwise made secure to prevent slipping or falling.
5. When dismounting from a ladder at an elevated position (as at a roof) the employee shall insure that the ladder side rails extend at least 3 feet above the dismount position, or that grab bars are present.
6. Employees shall belt off to a ladder whenever both hands must be used for the job or there exists a possibility of the employee falling from an elevated position.
7. Ladders shall not be spliced together to form a longer ladder.
8. A ladder shall not be placed against unsafe support.

Step Ladders

1. The top step shall not be used, except for platform ladders.
2. Stepladder legs shall be fully spread, and the spreading bars locked in place.
3. Stepladders shall not be used as straight ladders.
4. When an employee is working on a step ladder over 10 feet high (except a platform ladder), the ladder shall be held by another person.

Material Handling - Lifting and Carrying

1. Test the weight and handling carefully prior to attempting the lift.
2. Consider the size, weight, and shape of the object to be carried. Do not lift more than can be handled comfortably. If necessary, get help.
3. Set feet solidly, one foot can be slightly ahead of the other for increased effectiveness. Feet should be far enough apart to give good balance and stability (approximately the width of the shoulders).
4. Get as close to the load as practicable. Bend legs about 90 degrees at the knees.

5. Crouch, do not squat. It takes about twice as much effort to get up from a squat.
6. Bend knees. Keep the back as straight as practicable. It may be far from being vertical, but it should not be arched. Bend at the hips, not from the middle of the back.
7. Grip the object firmly. Maintain the grip while lifting and carrying. Before changing or adjusting this grip, set the object down again.
8. Straighten the legs to lift the object, and at the same time bring the back to a vertical position. A good tip is to look up at the sky or ceiling when beginning the lift.
9. Never carry a load that you cannot see over or around. Make sure the path of travel is clear. Carry the object close to the body.
10. Never turn at the waist to change direction or to put an object down. Turn the whole body and crouch down to lower the object. Grip the object firmly, keep it close, and keep the back straight (not arched). To keep hands from being pinched against the floor, put one corner of a box or similar object down first, so that the fingers can be removed from under the sides.
11. When lifting an object with another person, employees shall be sure that they both lift it at the same time and let the load down together. One person should give the signals or orders.
12. Improper lifting methods require unnecessary effort and often lead to injury. Ask for help when it is necessary to lift any object that is difficult to handle due to its weight, shape, or size.
13. When carrying long objects each person shall be on the same side of the load.
14. When two or more people are carrying an object, each employee, if possible, should face the direction in which the object is being carried.

<u>Compressed Gases</u>

1. Care shall be exercised in handling all compressed gas cylinders. They shall not be dropped, jarred, or exposed to temperature extremes.
2. Cylinders shall have the valve cap or valve protection device in place at all times, except when in actual use or connected to a welding set.
3. Cylinders shall not be rolled and shall not be lifted by the valve or valve cap; a suitable cradle or other device shall be used.
4. Cylinders shall have their contents properly identified.
5. Compressed gas cylinders, whether full or empty, shall be stored in an upright position and chained or otherwise secured so they cannot fall or be upset.
6. Oxygen cylinders in storage shall be separated from fuel-gas cylinders or combustible materials (especially oil or grease) a minimum of 20 feet or by a 5-foot-high non-combustible barrier.
7. Cylinders shall not be placed where they might become part of an electric circuit or within five feet of an electrical outlet.
8. Hydrogen and fuel gas cylinders shall not be stored inside any operating building. Separate storage buildings or sheltered storage areas shall be used.
9. Employees shall never force connections which do not fit, nor shall they tamper with the safety relief devices of cylinder valves.
10. Before the regulator is removed from a cylinder, the valve shall be closed, and all pressure released from the regulator.
11. A leaking cylinder shall not be used. Such cylinders shall be taken outdoors away from sources of ignition and notify the supervisor.
12. A flame shall never be used to detect gas leaks.
13. The recessed top of cylinders shall not be used as a place for tools.
14. No attempt shall be made to mix gases in a cylinder or to transfer gas from one cylinder to another.
15. A sign "Danger-No Smoking, Matches or Open Lights" or equivalent wording shall be conspicuously posted in rooms or at entrances to areas where fuel gas is used or stored.
16. Hydrogen. Special precautions shall be taken when using hydrogen to avoid the possibility of fire and explosion. "Danger-No Smoking" signs shall be posted where hydrogen is used or stored.
17. Oxygen. Oil grease or similar materials shall not be allowed to come in contact with any valve, fitting, regulator, or gauge of oxygen cylinders.
18. Acetylene. Acetylene cylinders shall be properly secured and always be used, transported, or stored in a vertical position. Cylinders shall be protected from sparks, flames, and contact with energized electrical equipment.

19. Chlorine
    a. Chlorine containers shall be stored and properly secured in a cool place protected from moisture.
    b. Every precaution shall be taken to prevent accidental discharge of the gas, and protective equipment shall be readily available for use in an emergency.
    c. Chlorine cylinders shall never be used or stored near flammable materials.
    d. Should a chlorine leak develop, the cylinder shall be placed so that only "gas" escapes. (An ammonia swab may be used to detect leaks.) Water should not be sprayed or poured on chlorine leaks.
    e. Dry chlorine shall be stored in an isolated area as mixing it with anything, but water could cause a fire or explosion.

Gas Welding and Cutting

1. Only experienced and properly trained persons shall perform welding and cutting. Before welding or cutting is started, the area shall be inspected for potential fire hazards.
2. When welding or cutting in elevated positions, precautions shall be taken to prevent sparks or hot metal from falling onto people or flammable material below.
3. Suitable fire extinguishing equipment shall be immediately available at all locations where welding and cutting equipment is used. Any employee using cutting torch equipment shall make sure tanks are turned off before leaving area.
4. Welders or their helper when engaged in welding or cutting operations shall not carry matches or lighters.
5. Matches or lighters shall not be used to light a torch; a torch shall not be lighted on hot work. A friction lighter or stationary pilot light shall be used.
6. A fire watch shall be maintained wherever welding or cutting is performed in locations where combustible presents a fire hazard. A fire check shall be made of the area one half hour after completion of welding.
7. Where combustible materials such as paper clippings or wood shavings are present, the floor shall be swept clean for a radius of 35 feet before welding. Combustible floors shall be kept wet or protected by fire-resistant shields. Where floors have been wet down, personnel operating arc-welding or cutting equipment shall be protected from possible shock.
8. Approved back flow check valves shall be used on gas welding rigs in both gas and oxygen lines.
9. Welding hose shall not be repaired with tape.
10. Machinery, tanks, equipment, shafts, or pipes that could contain explosive or highly flammable materials shall be thoroughly cleaned and decontaminated prior to the application of heat.
11. In dusty or gaseous spaces where there is a possibility of an explosion, welding or cutting equipment shall not be used until the space is adequately ventilated.
12. Adequate ventilation or approved respiratory equipment shall be used while welding in confined spaces or while brazing, cutting, or welding zinc, brass, bronze, stainless steel, or galvanized or lead coated material.
13. Cadmium bearing materials.
    a. Proper respiratory protection must be used when welding or cutting cadmium bearing metals.
    b. Indoors or in confined spaces, local exhaust ventilation or airline respirators shall be used.
    c. Outdoors, respiratory protection such as approved fume respirators or airline respirators shall be used.

Electric Welding

1. Only authorized persons who are experienced and properly instructed shall operate electric welding equipment.
2. The electric welding machine shall be properly grounded prior to use.
3. Suitable fire extinguishing equipment shall be readily available in the work area.
4. Rules and instructions supplied by the manufacturer or affixed to the machine shall be followed.

5. To protect employees' eyes, face and body during electrical welding and cutting the operator shall wear an approved helmet, proper protective gloves, and clothing. Helpers or attendants shall wear proper eye protection. Other employees shall not observe electric welding operations unless they use approved eye protection.
6. Proper eye protection shall be worn to guard against flying particles when the helmet is raised.
7. Welding screens shall be used whenever other people are exposed to the arc of the welding operation. Welders shall not strike an arc with an electrode, whenever there are persons nearby who might be affected by the arc.
8. When electrode holders are to be left unattended, the electrodes shall be removed, and the holders shall be placed or protected so that they cannot make electrical contact with employees or conducting objects.
9. When the welder must leave his work or stop work for any appreciable length of time, or when the welding machine is to be moved, the power switch or breaker to the equipment shall be shut off.

Electrical Protection

1. Avoid working "Hot" circuits anytime.
2. Only authorized personnel may perform maintenance or repairs on electrical equipment.
3. Disconnect, lockout, and verify power stopped to any equipment before performing any repairs.
4. Treat all wires as live. Report all loose or exposed wires to your supervisor.
5. Electrical equipment grounding wires must not be broken or disconnected.
6. Use a Ground Fault Circuit Interrupter (GFCI) where the grounding system cannot be relied upon.
7. Extension and power cord must not have any breaks in insulation, plugs, or sockets.
8. Obey all high voltage signs and keep the proper distance.
9. Report any spills or leaks of transformer oil to your supervisor.
10. Electric shock frequently causes serious injury, especially where the hazard of the ground and moisture are present. Do not attempt to repair electrical equipment unless you know for certain what you are doing and are authorized to do this type of work.
11. Safety locks and tags must be placed on all electrical circuits or equipment whenever it is out of service for repair. Tags must indicate date of lock out and signature of person responsible for lock out. In some cases, electrical equipment should be kept locked up to all but qualified and authorized electrical workers. No excavation should be attempted in public right of ways without checking with proper agencies and location maps of all underground utilities.
12. Personal protective equipment shall be worn, (i.e. ANSI approved hard hats, hard toed footwear, rubber gloves, etc.).
13. When necessary to work (hot) energized circuits for testing, all safety precautions shall be taken.
14. Approved gloves and hot sticks shall be used while working on 2300, or more, volt equipment, even though de-energized and grounded.
15. Metal ladders are prohibited while working on electrical equipment.
16. Electricians will not be allowed to work alone in isolated areas.
17. All circuits will be de-energized prior to performance of work.
18. All extension cords will be periodically checked for insulation damage.
19. Removal of tags and locks by anyone other than the employees placing the tags and locks on a piece of equipment will be subject to immediate dismissal, as serious injury could be caused to maintenance personnel working on tagged equipment.
20. Switchboards/panels are not to be used as coat racks.
21. Under certain conditions point three (.3) amperes can be fatal. Use caution even under low voltage currents.
22. Automatic starting motors and pumps must carry a warning sign.
23. Avoid "Christmas Trees" arrangements of double sockets, plugs, cords, etc.

Painting

1. Employees using paints, lacquers, thinners, or solvents should avoid inhaling the vapors or getting these materials into their mouths and should wash their hands carefully before eating.
2. Employees wearing clothing contaminated with paint or thinner shall not use or go near open flames.

3. Spraying areas in which dangerous quantities of flammable vapors, mists, combustible residues, dusts, or deposits are present shall be provided with adequate mechanical ventilation, which exhausts to a safe location. This ventilation shall be kept in operation while spraying operations are being conducted and for a sufficient time thereafter to allow vapors to be exhausted.
4. Smoking, welding, open flames, or sparks shall not be permitted in areas where employees are spraying with a combustible or flammable material.
5. "NO SMOKING" signs shall be conspicuously posted in spraying areas and on paint storage rooms.
6. Approved portable safety lamps shall be used in paint spraying areas in which dangerous quantities of flammable vapors, mists, combustible residues, dusts, or deposits are present during spraying operations.
7. Fire protection sprinklers for paint spray booths or spraying areas should be kept as free from deposits as practicable by cleaning daily, if necessary, or by covering the sprinkler head with a very light weight plastic bag that would not interfere with the proper operation of the sprinkler.
8. Suitable portable fire extinguishers shall be installed near paint spraying areas.
9. Employees using spray-painting equipment shall wear an approved mask or respirator and eye protective equipment.

OCCUPATIONAL ILLNESS AND INJURY CONTROL

In addition to methods cited previously, there are several steps which can be taken to reduce the possibility of occupational illness and injuries.

PHYSICAL FITNESS

The fitness of each employee is the key to preventing personal injuries. Employees are encouraged to maintain good health and exercise habits.

FIRST-AID TREATMENT FOR SICK OR INJURED EMPLOYEES

1. Injuries, regardless of how minor, must be reported to the supervisor and call First Nurse. If the supervisor is not available, the injured employee should contact First Nurse and follow their instruction and then report the injury to their supervisor. The supervisor must see that the injured employee seeks first aid or medical treatment.
2. The family of an employee who is seriously ill or injured must be promptly notified by the supervisor or their representative.
3. The Department Director, Risk Management Coordinator, and City Manager shall be notified by the supervisor or their representative.

ClinicalCare24 Telephonic Case Management Program

Program facilitates immediate telephonic nurse contact on a 24/7 basis for injured employees while providing immediate accident reporting to the Member representative and MIRMA as soon as accidents are reported. Telephonic nurse contact will assess and advise employees of the most prudent course of medical treatment. Nurses will triage patient care to ensure appropriate and timely medical care while minimizing any lost time of regular work hours. Telephonic nurses follow up with injured employees and authorized medical providers to assess appropriateness of care while coordinating information to MIRMA. Nurse will document contact in TPA claim system and complete the majority of the First Report of Injury.

It is not necessary to contact ClinicalCare24 in the event of a catastrophic injury where immediate medical intervention is necessary.

EMERGENCY MEDICAL TREATMENT
In the event that a serious injury occurs which requires medical treatment, administer first-aid as necessary and call an ambulance. In the event of an emergency medical situation, treatment should be obtained at the closest appropriate facility or as determined by ClinicalCare24.

INTERACTION OF MEDICINE
An employee taking medication which causes dizziness, blackouts, drowsiness, double visions, impaired judgement, or other similar reactions shall not be allowed to work until treatment is completed, and the effects have dissipated.

INTOXICATION OF EMPLOYEES
An employee reporting to work who is obviously under the influence of alcohol or drugs shall be suspended immediately pending a thorough investigation. Upon evaluation of the facts and confirmation of a violation of work rules, the employee will be dealt with in accordance with the City's personnel regulations.

FLEET SAFETY

GENERAL SAFETY RULES

1. Only those employees specifically authorized and who possess a valid license or permit for the equipment being used shall operate company-owned motor vehicles or personally owned vehicles on company business.
2. Drivers shall know and obey all state and local motor vehicle laws applicable to the operation of their vehicle.
3. The driver shall drive at safe speeds no greater than that permitted by law. Traffic, road, and weather conditions shall be given consideration in determining the safe speed within the legal limit at which the vehicle shall be operated.
4. Maintain a safe distance from other vehicles. On dry pavement, under good driving conditions, use the two (2) second rule for spacing. Pick out a point in the road that is clearly visible, like a shadow, bridge, or road signpost. When the vehicle is front passes that mark, begin to count "one thousand and one, one thousand and two." If your vehicle passes the mark before you count one thousand and two you are following too closely. Slow down!
5. A driver shall not permit unauthorized persons to drive, operate, ride in, or on, a company vehicle.
6. Seat belts are to be worn at all times City of Neosho vehicles that provide seat belts. Should seatbelts not be provided, Per Missouri law the following exceptions apply:
   a. *Vehicles with a gross weight of 6 or more tons.*
   b. *Vehicles manufactured prior to January 1, 1968.*
7. Employees shall not be permitted to ride or be placed on any part of a moving vehicle that is not designed for safe human transport or part of a work procedure.
8. Employees shall not ride on trailers.
9. Employees shall not jump on or off vehicles in motion.

10. Make sure you are in a comfortable driving position and that you can reach all controls.
11. Adjust mirrors, both the inside and on the outside. When you look at the outside mirror you should be able to see the rear fender.
12. While operating any vehicle, refrain from cellular telephone use altogether, use hands-free equipment that allows both hands to stay on the wheel, or pull over to the side of the road before making or accepting a call.
13. Never attempt to take notes, read work orders, or otherwise divert your attention while driving. All conversations should be suspended during heavy vehicular or pedestrian traffic, severe weather, or any other condition, which may compromise concentration and safety.

Inspection of Equipment

1. The driver shall determine that brakes are in a safe operating condition before operating equipment. If brakes are not working properly, they must be corrected before vehicle is used.
2. The driver shall inspect windshield wipers frequently and see that they are in good operating condition and that the windows and windshield give sufficient visibility for safe operation of vehicle.
3. All lights and reflectors of vehicle shall be inspected by the driver doing any night driving, and if found defective, they shall be repaired immediately.
4. Check proper operation of all other equipment, including handbrake - emergency brake, turn signals, horn, tires, steering, etc.
5. Check all fluid levels prior to driving vehicle.
6. The driver shall report any defects which may have developed during the day. If the brakes are not working properly, they shall be adjusted or repaired before the vehicle is put in operation. Other items, which affect safety, shall be repaired prior to continued vehicle operation.
7. The driver shall be responsible for ensuring that trash or debris will not escape the vehicle while in motion.

Exhaust Gas

The driver shall not operate the motor in any garage except when driving in or out, and then the motor shall be operated as little as practicable. The motor shall not be warmed up inside a garage nor shall the driver test motor operation in a garage unless the exhaust gas is carried directly to outside atmosphere, or doors and windows are open so that adequate ventilation exists.

Operation

1. The operator of a motor vehicle shall clearly signal his intention of turning, passing, or stopping.
2. Upon a signal from a vehicle approaching from the rear, the driver of a company vehicle shall yield the right of way.
3. Drivers shall be prepared to stop, and the right of way shall be yielded to avoid an accident.
4. The driver of a vehicle shall be courteous toward other operators and pedestrians. He shall operate his vehicle in a safe manner and shall yield the right of way to pedestrians and other vehicles when failure to do so might endanger any person or another vehicle.
5. The driver shall stay a sufficient distance behind when following another vehicle so that he can safely stop the vehicle in the clear distance ahead.
6. Drivers shall exercise added caution when driving through residential and school zones.
7. When entering or leaving any building, enclosure, alley, or street where vision is obstructed, a complete stop shall be made, and the driver shall proceed with caution.
8. Trucks on which derricks or booms are erected above traveling height shall not be moved except under the immediate direction of a designated employee, who shall give his undivided attention to the movement.
9. Before a radio equipped vehicle is driven under or adjacent to energized equipment, especially in substation areas, the radio antenna shall be lowered, and clearance checked in order to ensure that proper clearances will be maintained between the vehicle and energized equipment.
10. All ignition systems shall be turned off and no smoking permitted while refueling.

11. When proceeding down a grade, the clutch shall not be disengaged. Trucks, particularly if heavily loaded, shall be in a lower gear on steep grades.
12. Per Missouri law, headlights will be turned on during any period of inclement weather, when fog is present, or when the windshield wipers are used.

Parking

1. When vehicles must be parked on the roadway, they shall be parked on the right-hand side facing in the direction of traffic flow, whenever possible.
2. When parking on a roadway, vehicles shall park off the traveled road surface, whenever possible. When vehicles must park closer than 10 feet to the traveled road surface, appropriate warning devices shall be used.
3. Proper warning lights, reflectors, or red flags in accordance with state or local requirements shall protect trucks or trailers stopped on any public roadway.
4. Vehicles shall not be parked on bridges or over culverts except when necessary for work.
5. Wheel chocks will be used on large vehicles whenever parked as an added protection along with the vehicle's emergency brake system.
6. When it is necessary to park on an incline, the driver shall make sure the vehicle is left in a safe position. The engine shall be turned off, the vehicle placed in the lowest gear, or "park" position, and the parking brake set. The front wheels shall be cut into the curb, or if a curb is not present, the rear wheels shall be chocked.

Backing

1. When possible, vehicles shall be positioned to avoid backing up later or park where you can pull through.
2. Extreme caution shall be exercised when backing a vehicle, to avoid injury to persons and to prevent property damage. If another employee is present, they shall be stationed at the rear of the vehicle to assist the driver in backing the vehicle safely. Turn your head and look back, don't just look in the rear-view mirror. Never back fast or far or into an intersection.
3. When backing a vehicle which has an obstructed view to the rear:
   a. A reverse signal (back-up alarm) audible above the surrounding noise level shall be used, or
   b. An observer shall signal that it is safe to back.
   c. Back slowly. Watch both sides but do not depend entirely on mirrors.
   d. In any difficult backing situation, enlist the help of another person on the ground as a guide, when such help is available.

Stopping on Highway

1. Stopping on the highway shall be avoided.
2. When it is absolutely necessary to stop on the highway, extreme caution shall be used. Warning signals and lights shall be used.
   a. Rotating beacon shall be used if vehicle is so equipped.
   b. Taillights/emergency flashers shall be used.
   c. Flares or reflectors shall be placed to give adequate advance warning.
   d. If work is in progress, traffic control devices (together with flaggers, where necessary) shall be used. (See Section 501 - Work Zone Barricading)

Refueling Motor Vehicles

1. Stop the engine before fueling.
2. Avoid static sparks by inserting the hose nozzle firmly in the tank; making sure that metallic contact is made. Keep a hand on the nozzle throughout the entire delivery to prevent overflow.
3. Maintain tight connections on the hose and nozzle to eliminate leaks.
4. Do not permit the tank to overflow.
5. Drain the hose before removing the nozzle.

6. Hang the nozzle securely and see that the cap is placed tightly on the tank.
7. Change clothing immediately if it is saturated with gasoline to prevent possible burns or injury to the skin.
8. Use only Stoddary solvents or some other high flashpoint solvent for cleaning purposes.
9. Prohibit smoking in the area when delivering or receiving gasoline.

DRIVER SELECTION
The selection of employees who will be required to drive full or part-time will be done with care. Drivers of City vehicles can be considered qualified when they meet the following criteria:

1. Possess a valid state issued Driver's License of the proper class.
2. Successfully passes a road test administered by a supervisor.

DRIVER TRAINING
All City drivers will be trained on safe driving habits through the use of a driving course offered by the City of Neosho Police Department. The course will be given to each driver at least once annually. The course will include:

1. Defensive driving skills.
2. Split-second decision making.
3. Backing-up rules.
4. Safe distances.
5. Intersection driving.
6. Poor condition driving on snow, rain, ice, etc.
7. Yearly check-ride assessment.

PREVENTIVE MAINTENANCE
The preventive maintenance program for City vehicles is essential. The maintenance program will include the checking of vehicles daily and monitoring to assure proper maintenance. Repairs shall be made to noted defects.

PERSONAL PROTECTIVE EQUIPMENT

Policy Statement

The City of Neosho considers the safety and health of its employees to be of the utmost importance. All employees working on or visiting areas where hazardous activities are occurring (i.e., construction, operations, and maintenance) will be provided with and required to wear or use personal protective equipment as directed by this policy or department SOP.

II. Purpose

To require the use of personal protective equipment where there is reasonable probability an injury or illness can be prevented by such equipment. All employees working in or entering a hazardous environment will wear the required personal protective equipment. Failure to comply with all aspects of this policy is grounds for disciplinary action. This policy applies to operations, processes or work which involve(s) a hazardous environment.

Definitions

1. Anchorage – A secure point of attachment for lifelines, lanyards, or deceleration devices, and which is independent of the means of supporting or suspending the employee.
2. ANSI - American National Standards Institute
3. Body harness – A design of straps which may be secured about the employee in a manner to distribute the fall arrest forces over at least the thighs, pelvis, waist, chest, and shoulders with means for attaching it to other components of a personal fall arrest system.

4. Buckle – Any device for holding the body belt or body harness closed around the employee's body.
5. Competent person – A person who is capable of identifying hazardous or dangerous conditions in the personal fall arrest system or any component thereof, as well as in their application and use with related equipment.
6. Connector – a device which is used to couple (connect) parts of the system together. It may be an independent component of the system (such as a carabineer), or an integral component of part of the system (such as a buckle or D-ring sewn into a body belt or body harness, or a snap-hook spliced or sewn to a lanyard or self-retracting lanyard).
7. DBA - A unit for expressing the relative intensity of sound.
8. Dielectric Strength - a nonconductor of direct electric current.
9. Eye and Face Protection - protective devices intended to shield the wearer's eyes and face from a variety of hazards, shall meet the requirements and specifications established in the American National Standard Institute's Practice for Occupational and Educational Eye and Face Protection Z 87.1 - 2003.
10. Face shield - A protective device commonly intended to shield the wearer's face, or portions thereof, in addition to the eyes, from certain hazards.
11. Goggle - A protective device intended to fit the face immediately surrounding the eyes in order to shield the eyes from a variety of hazards.
12. Hand and Body Protection - Protective gloves or clothing worn by an individual to reduce the risk of contamination or electric shock.
13. Hard Hats – hard hats for protecting heads from impact and penetration, from falling and flying objects, shall meet the requirements and specifications established in the American National Standard Institute's Safety Requirements for Industrial Head Protection, Z89.1 - 2003.
14. Hearing Protection - A protection device designed to reduce the effects of noise exposure.
15. Lanyard – A flexible line of rope, wire rope or strap which is used to secure the body belt or body harness to deceleration device, lifeline, or anchorage.
16. PPE - Personal Protective Equipment
17. Personal fall arrest system – A system used to arrest an employee in a fall from a working level. It consists of an anchorage, connectors, a body belt, or body harness and may include a lanyard, deceleration device, lifeline, or suitable combinations of these.
18. Protective Footwear - A protective shoe or boot worn by an individual to reduce the risk of impact, contamination, or electric shock. Footwear shall meet the requirements and specifications established in the American National Standard Institute's guidelines (ANSI Z41 - 1991).
19. Respiratory Protection - A protective device that is issued to reduce individual exposure to occupational disease caused by breathing air contaminates (e.g. harmful dusts, fogs, fumes, mists, gases, smokes, particles, sprays, and vapors). Respirators shall meet the requirements and specifications established in the American National Standard Institute's guidelines (29 CFR 1910.134).
20. Safety Restraint Device - A safety device (seat belts, shoulder harnesses, etc.) used to restrain an individual in a moving vehicle to reduce the severity of injury.
21. Safety Vests/Shirts - A vest or shirt worn by an individual working in areas where it is determined necessary that they be clearly visible.
22. Spectacle - A protective device to shield the wearer's eyes from a variety of hazards, depending on spectacle type.
23. Tie-off – The act of an employee wearing personal fall protection equipment connecting directly or indirectly to an anchorage. It also means the condition of an employee being connected to an anchorage.

<u>Responsibilities</u>

1. Department/Division heads and supervisors are responsible for administration of this policy as it pertains to employees and work areas under their jurisdiction. Employees are responsible for observing safe operating procedures pertinent to their duties and for being familiar with and complying with this policy.
2. Department/Division heads shall identify the work areas and hazardous environments and formulate written policies for same.

Hard Hats

1. Hard hats shall be worn by all employees who are required to work, including but not limited to, any of the following circumstances or conditions:
   a. Within a posted hard hat area.
   b. On any job where an employee may be struck by falling or flying objects or menaced by bumps, such as, but no limited to:
      i. Traffic sign maintenance and installations;
      ii. Street lighting maintenance and installation;
      iii. Heavy equipment activities;
      iv. Shovel gang operations;
      v. All demolition activities;
      vi. All construction and excavation activities including road work.
      vii. Tree trimming, cutting, or removal activities;
      viii. Below lift or scaffold activities;
      ix. Storage, stockpile, or inventory storage activities where posted.
      x. Where the danger from electrical hazards exists.
2. Hard hats must, at a minimum, meet current OSHA Class G level, which protects against impact hazards and provides limited voltage protection (up to 2,200 volts).
3. Bump style caps are not allowed.
4. Hard hats are to be inspected, maintained, and worn in accordance with the manufacturer's recommendations.
5. Hard hats that sustain a heavy impact are to be taken out of service.

Eye and Face Protection

1. Proper eye protection may include, but not limited, the following: safety glasses, with or without safety side shields, splash goggles, face shields, welding helmet, and welding goggles.
2. Appropriate eye and face protection shall be worn by all employees who are required to work, including but not limited to, any of the following circumstances or conditions:
   a. All operations where hardened metal tools are struck together.
   b. Where equipment or material is struck by a hand tool.
   c. Where the cutting action of a tool causes particles to fly, such as chain saw operation.
   d. By other employees who may be exposed to flying particles.
   e. Mowing operation and chain saw use.
   f. Where woodworking or cutting tools are used head-high or overhead with the chance of particles falling or flying into the eyes.
   g. When cutting wire and cable, striking wrenches, using hand drills, chipping concrete, removing nails from scrap lumber, shoveling material head high, or using wrenches or hammers overhead, and on other jobs where particles of debris or materials may fall.
   h. Where exposed to splashes, corrosive chemicals, dust, or mist.
   i. Where the face is exposed to radiant heat.
   j. For operations such as oxyacetylene welding, cutting, lead burning, and brazing.
   k. For any operation involving sawing or buffing metal, sanding, grinding, handling chemicals, or other hazards.
   l. Operation of powered landscape maintenance equipment (e.g., weed eater, trimmers, chippers, blowers, mowers, edgers, chain saws).
   m. All types of pneumatic tools (e.g., pressurized mechanical power washers).
3. Selection - refer to selection chart and protective devices.
4. Safety glasses are not required in transit between jobs.

Hearing Protection

1. All City employees will be provided with and required to wear an approved hearing protection device when exposed to noise which exceeds those levels and exposure limits as established by the Occupational Safety & Health Administration. Such protective devices shall have an Environmental

Protection Agency Noise Reduction Rating (NRR) so as to provide adequate protection. The following listing is representative (not all inclusive) of the activities possibly requiring the use of hearing protectors:

a. Operations using landscape maintenance equipment, including chain saw operations
b. Operations at utility facilities
c. Operations in construction areas
d. Operations of heavy equipment

Operations in machine shops. Operations involving equipment used in street repair. Operations being conducted in the Animal Shelter when dogs are present

2. Supervisors are responsible for the distribution of hearing protectors and will share the responsibility for proper use.
3. Hearing protective equipment (of a non-disposable nature) will be replaced only upon receipt of the original equipment, showing why it is no longer useful, or upon reasonable explanation as to why the equipment is missing or was destroyed beyond recovery. Should the equipment be damaged or lost through misuse or carelessness, the responsible employee may be charged the replacement cost of the equipment.
4. The use of headset radios and music players by employees will not satisfactorily diminish ambient noise and may themselves create hazards and are, therefore, prohibited.
5. The following table summarizes current permissible noise exposure limits:

Duration per day, hours	Sound Level DBA
8	90
6	92
3	97
2	97
1 1/2	100
1	105
1/2	110
1/4 or less	115

Safety Vests/Shirt

1. To comply with the ANSI Class 2 Minimum Standards, employees working on, or near, a roadway shall be provided with apparel designed to warn motorists of their presence (orange safety vest or shirts).
   a. Additional equipment such as orange gloves, cap, etc. may be provided if deemed appropriate.
   b. The roadway is defined as the area between the curb and where curbs would be if said area does not have curbs.
      i. Employees working in any other area where it is determined necessary that they be clearly visible shall also be provided with safety apparel.

   ii. Employees, upon being provided with appropriate safety apparel, shall wear same when working in any of the areas outlined above.
   iii. Each supervisor is responsible for the distribution and proper use of this equipment.
   iv. Each employee provided with safety apparel is responsible for its maintenance and proper use when in their care.
   v. If this equipment is damaged or lost through misuse or carelessness, the responsible employee may be charged the replacement cost.

Hand - Body Protection

1. Employees working in areas or operations where the following personal protective equipment is required shall wear the equipment as long as the hazard is or may be present.

a. Work clothing - Appropriate clothing is provided or required when working for the City. The clothing shall not interfere with the performance of an employee or expose them to unnecessary hazards. Long sleeve shirts may be required for certain operations.
b. Special clothing - Special clothing may be required to protect an employee from impacts and dust, fire and heat, vapors, moisture, and corrosive liquids, as well as temperature changes.
c. Gloves - Appropriate gloves are provided and their use is required when an employee is working in an area where they are exposed to injury to the hands or fingers from material, machinery, heat, chemicals, electrical, contact, sharp objects, etc.
d. Each department or division is responsible for identifying those areas, operations, in which such equipment is necessary, including the type of equipment required, such as chaps made of cut resistance material shall be worn when operating a chain saw.

Protective Footwear

1. To establish minimum foot protection requirements for those employees involved in job activities where such protection is normally required.
   a. Shoes such as sneakers, sandals, canvas tops, are not acceptable in the work environment and are prohibited.
   b. Leather work shoes or boots with durable soles must be worn by all field personnel. This includes but is not limited to such occupations as street repair, park maintenance, firefighters, police officers, mechanics, utility service workers, maintenance personnel, building inspectors, etc.

2. Employees involved in working with or near electric utility lines or equipment shall have the appropriately designated footwear.
   a. Foot guards shall be worn whenever required by job instructions, whenever the task might specifically risk foot injury due to the weight of the object or the equipment being used, or the equipment action involved substantially increases the risk of foot injury for example when handling or operating a jackhammer or chain saw.
   b. Each supervisor is responsible to ensure that proper footwear is being utilized by employees.

Respiratory Protection

1. Respirators that are applicable and suitable for the purpose intended will be supplied to all employees when such equipment is necessary for their protection.
a. Respirators will be selected on the basis of hazards to which the worker is exposed. All existing inhalation hazards at various locations will be identified and personnel will be trained in the proper use of the equipment assigned to those particular hazards to which they are exposed.
   i. Proper selection of respirators shall be made according to the guidance of 29 CFR 1910.134. (Could be subject to fit testing.)
2. Training will include the following:
   a. Identification of the proper devices for the hazard involved.
   b. Determining the proper fit.
   c. Cleaning and care of the respirator(s).
   d. Identifying worn and deteriorating parts, and replacement.
3. A respirator should be assigned to individual employees for their exclusive use, in order to prevent the spread of any communicable diseases.
4. Respirators will be cleaned and disinfected after use each day.
5. Clean respirators should be stored in a convenient sanitary place. Most respirators will be purchased with a re-usable plastic bag for this purpose.
6. Regularly inspect respirators for defects and deterioration of parts each time it is cleaned. If a defect is found, contact your supervisor (a substitute will be issued until yours can be repaired or replaced).
7. Inspections will be made of all respiring devices to check for proper use, cleanliness, and proper maintenance. Inspection reports will be kept on file in the respective department.

8. An initial physical will be performed to determine if an employee is able to perform his duties while using a respirator. A periodic physical examination will be performed to determine if any inhalation problems have occurred during their use.

Vehicle Safety Restraint Devices

1. All City vehicles and equipment designed to require or permit the installation of safety restraints (seat belts, shoulder harnesses, etc.) shall be so equipped.
2. All drivers and occupants of City vehicles equipped with safety restraint devices are required to utilize them.
3. All drivers of City vehicles equipped with safety restraint devices must require all passengers to utilize said equipment prior to the operation of the vehicle.
4. The drivers of City vehicles shall not remove, defeat, or deactivate any safety restraint device, and shall advise Vehicle Maintenance whenever said device is not functioning properly.
5. The following may be considered exceptions to the above policies.
   a. When it becomes necessary due to an emergency to carry more passengers than the vehicle has safety restraints.
   b. Specific operations may be excluded from these regulations with written approval from the Department Director and City Manager.
   c. Riding in non-passenger areas is prohibited.

Fall Protection

These are guidelines to protect all City of Neosho engaged in outdoor or indoor work activities that expose them to potential falls from elevations.

1. Examples of Approved Fall Protection Systems:
a. Personal fall arrest system that includes full body harness, lanyard, connectors, and anchor point.
b. Guardrail system
c. Safety net
d. Safety monitoring system
e. Articulating man lift provide provided with a restraint system and full body harness to an anchor.
2. Fall protection is required wherever the potential to fall six (6) feet or more exists. The City of Neosho has identified the following places concerning fall protection:
   a. All tasks requiring use of an articulating lift or bucket truck.
   b. All tasks require standing on the platform of the ladder truck.
   c. Lift stations.
   d. Water storage tanks and/or towers.
   e. All tasks require to be on flat or sloped roof location when within six (6) feet of the roof edge or during roof repair and maintenance.
   f. All open excavations or pits.
   g. All mezzanine and balcony edges.
   h. All tasks requiring employees to lean outside the vertical rails of ladders.
   i. Fall protection is not needed if an employee or employees are on a low slope roof for inspection/observation only.
3. Maintenance and Storage of Equipment
   a. Never store the personal fall arrest equipment in the bottom of a toolbox, on the ground, or outdoors exposed to the elements.
   b. Hang equipment in a cool, dry location in a manner that retains its shape.
   c. Always follow manufacture recommendations for cleaning and inspecting.
   d. Never use the equipment for anything other than personal fall arrest.
   e. Once exposed to a fall, remove equipment from service.
4. Training
   Each employee who may be exposed to fall hazards will be trained to recognize the hazards and the procedures to follow to minimize the hazards. The training will include fall hazards in the work area; correct procedures for erecting, maintaining, disassembling, and inspecting the fall protection

systems used; use and operation of the fall protection systems used; role of employees in fall protection plans; what rescue procedures to follow in case of a fall.

5. Rescue Procedures
   a. In the unlikely event that a fall arrest occurs on-site, personnel with the use of an articulating man lift or ladders where feasible, will rescue all employees. Alternate rescue would be through local emergency services.

HAZARDOUS MATERIALS

Hazard Communication Program

The intent of the Hazard Communication Program is to ensure appropriate communication is provided to the employees concerning the hazards of all chemicals stored or used by the city. This transmittal of information will be accomplished by container labeling and other forms of warning, safety data sheets (SDS), and employee training. Supervisors are responsible for ensuring proper labeling, the maintenance of the SDSs, and for providing their employees with information and/or training on hazardous chemicals in their work area.

1. All hazardous materials stored or used within all departments will be properly labeled as follows:
   a. Identity of the hazardous chemical(s) and appropriate hazard warnings; or, alternatively, words, pictures, symbols, or a combination thereof, which provides at least general information regarding the hazards of the chemicals, and which, in conjunction with the other information immediately available to employees under the hazard communication program, will provide employees with the specific information regarding the physical and health hazards of the hazardous chemical.
   b. Signs, placards, process sheets, batch tickets, operating procedures, or other such written materials in lieu of affixing labels to individual stationary process containers may be used as long as the alternative method identifies the containers to which it is applicable and conveys the above information.
   c. Portable containers into which hazardous chemicals are transferred from labeled containers, and which are intended only for the immediate use of the employee who performs the transfer, do not have to be labeled.
2. A Safety Data Sheet (SDS) will be maintained in the workplace for each hazardous chemical used. Each sheet will be reviewed to ensure the following information is provided:
   a. Identifiers - Tells the source of the SDS and the name of the chemical or product (by formula, chemical family, and trade name or synonym).
   b. Permissible Exposure Limits (PEL's) - Indicates the average amount of a chemical you can safely be exposed to, usually over an 8-hour shift.
   c. Physical Data - Information about the chemical's appearance, smell, and physical properties (boiling point, vapor density, volatility, etc.).
   d. Hazardous Ingredients - Gives the names of hazardous ingredients in mixtures such as paints, alloys, and fluxes.
   e. Fire and Explosion Data - Tells a chemical's potential to catch fire or explode.
   f. Health Hazard Data - Lists the PEL, tells the signs and symptoms of overexposure, and gives emergency first-aid procedures.
   g. Reactivity Data - Tells how stable a chemical is and what materials it should not come into contact with.
   h. Spill or Leak Procedures - Gives steps to take if a chemical leaks or spills.
   i. Special Protection - Provides the protective equipment you must use in order to avoid exposure, and details on required ventilation.
   j. Special Precautions - Tells how to handle and store the chemical safely, and other precautions necessary.
3. All affected employees will receive information and/or training on hazardous chemicals in their work area. This information and/or training will be provided upon the employee's initial assignment. Whenever a new physical or health hazard material is introduced into a work area the employee shall be informed about the hazard prior to its use. Information and training may be designed to cover categories of hazards (e.g. flammability, carcinogenic) or specific chemicals.

a. Information provided must include:
    i. The requirements of this section.
    ii. Any operations in their work area where hazardous chemicals are present.
    iii. The location and availability of this written procedure, the list(s) of hazardous chemicals, and the SDS's.
b. Training will include at least:
    i. Methods and observations that may be used to detect the presence or release of a hazardous chemical in the work area, such as monitoring conducted by the foreman, continuous monitoring devices, visual appearance or odor of hazardous chemicals when being released, etc.
    ii. The physical and health hazards of the chemicals in the work area.
    iii. The measures employees can take to protect themselves from these hazards, including specific procedures implemented to protect employees from exposure to hazardous chemicals, such as appropriate work practices, emergency procedures, and personal protective equipment to be used.
    iv. The details of the hazard communication program, including an explanation of the labeling system and the SDS, and how employees can obtain and use the appropriate hazard information.

Gas	Chemical Formula	Common Properties	Physiological Effects	Highest Concentration
Ammonia	NH_3	Colorless, sharp pungent	Irritates eyes and respiratory tract. Toxic at 0.01%	At top.
Carbon Dioxide	CO_2	Colorless, odorless	Cannot be endured at 10% for more than a few minutes even if subject is at rest and oxygen content normal.	At bottom. When heated may stratify at point above bottom.
Carbon Monoxide	CO	Colorless, odorless, tasteless, flammable, poisonous	Unconsciousness in 30 minutes. At 0.2 to 0.25%. Fatal in 4 hours at 0.1%, headache in few hours at 0.02%.	Near top, especially if present with illuminating gas.
Chlorine	Cl_2	Yellow green color. Chocking odor detectable in very low concentrations. Nonflammable.	Irritates respiratory tract. Kills most animals in a very short period of time at 0.1%.	At bottom.
Hydrogen	H_2	Colorless, odorless, tasteless. Flammable.	Acts mechanically to deprive tissues of oxygen. Does not support life.	At top.
Hydrogen Sulfide	H_2S	Rotten egg odor in small concentrations. Exposure for 2-15 minutes at 0.01% impairs sense of smell. Odor is not evident at high concentrations. Colorless. Flammable.	Impairs sense of smell rapidly as concentration increases. Death in minutes at 0.2%. Exposure to 0.07 to 0.1% rapidly causes acute poisoning.	Near bottom but may be above bottom if air is heated and highly humid.
Methane	CH_4	Colorless, odorless, tasteless. Flammable.	Does not support life.	At top, increasing to certain depth.
Oxygen (in air)	O_2	Colorless, odorless, tasteless. Supports combustion.	Normal air contains. 20.8%. Humans can tolerate down to 12%. Minimum safe 8-hour exposure, 14 – 16%. Below 10% is dangerous to life. Below 5 – 7% probably fatal.	Variable at different levels.

Handling and Storage

1. Chemical handling - For the safe handling of any chemical follow the manufacturers recommendation found on their Safety data sheets and the chemical hazard chart.
2. Chemical handling normally requires the use of safety goggles, gloves, boots, and coveralls.
3. Learn the proper method of using the emergency eyewash and showers.
4. Learn the safety precautions to observe all chemicals in the work area.
5. Clean up all spills of chemicals immediately (especially mercury).
6. Use proper lifting methods when handling heavy containers or bags of chemicals.

7. Employees who handle or use chemicals, compressed gases, poisons, corrosives, flammable liquids, or other harmful substances shall have training in methods of safe handling, use, and control. They will be instructed in potential hazards, personal hygiene, and protective measures required.
8. Use only approved containers to store and handle liquid chemicals or flammable and combustible liquids. All containers must be clearly marked to identify their contents.
9. Chemicals, compressed gases, flammable liquids, and combustible liquids must be stored only in approved, designated areas.
10. When working alone (or an entire crew is in same hazardous area) be sure that someone else knows of your schedule. Set up a reporting time - at least once each hour.
11. All departments in which employees use or could be exposed to hazardous chemicals will be required by law to comply with the program designed to bring public and private sectors into compliance with the "Hazardous Chemical Right to Know Law". This law requires training and familiarization with all hazardous materials, explanation of the pertinent SDS, record of personnel trained and conspicuous posting of warning information.

Common Gases

CHEMICAL HAZARDS				
Name	**Chemical Formula**	**Hazard**	**Protection**	**First Aid**
Alum	$Al_2(So_4)_3$	Toxic Irritant	Respirator, Gloves, Eye Protection	Water / Soap
Ammonia	NH_3	Fire Toxic	Respirator, Eye Protection	Water / Soap
Carbon	C	Fire Irritant	Respirator	Water / Soap
Chlorine	Cl_2	Toxic	Supplied Air Breather, Gloves, Eye Protection, Protective Apron	Water / Soap
Ferric Chloride	$FeCl_3$	Irritant, Caustic	Respirator, Gloves, Eye Protection, Protective Apron	Water / Soap
Lime-Hydr. Lime	$CA(OH)_2$	Irritant, Caustic	Respirator, Gloves, Eye Protection, Protective Apron	Water / Soap
Quick Lime	CaO	Irritant, Caustic	Respirator, Gloves, Eye Protection, Protective Apron	Water / Soap
Polymers		Irritant	Respirator, Gloves, Eye Protection	Water / Soap
Lab Chemicals		Varies	See SDS	See SDS

Chlorine

1. Do not handle chlorine cylinders roughly; never drop cylinders or permit one to collide with another. It is advisable to move cylinders (up to 150 lbs.) by means of hand trucks equipped with safety chains. Specially designed electric hoists fitted with the proper lifting bar should be used for 1-ton containers. When unloading cylinders from a truck to ground level, it is best to use a hydraulic lift gate or suitable skid with a rubber bumper at the bottom.
2. Avoid hoisting containers: if such action is necessary, work with safe lifting clamps or cradles; avoid use of ropes, cables, and chain slings. To move cylinders from storage to the place of consumption carry them with a properly balanced hand truck, preferably with a clamp support or safety chain at least two thirds of the way up the cylinder to hold it in place.
3. Store cylinders weighing up to 150 lbs. in an upright position where heavy materials cannot fall on or against them. See that the cylinders are supported so that they cannot fall over. Select storage

places where containers will be shielded from mechanical disturbances, especially by moving objects. Do not store containers below ground level or in the chlorine-feeding room. Store 1-ton cylinders on their sides on a level rack or platform with adequate safety blocks to prevent rolling.

4. Always keep the protective caps in place when the cylinders or containers are not in use and are being handled, because the discharge valves and fusible plugs are not designed to take shocks. As soon as a cylinder or container is empty and disconnected, replace the protective caps. Always tag or mark empty cylinders or containers at once. It is advisable to store full and empty containers or cylinders in different sections of the storage area to avoid confusion in handling.
5. Store chlorine containers and cylinders in a cool place and protect them from exposure to external heat sources. Never permit the temperature of the contents to approach 140o F. Keep containers and cylinders that are stored outside of doors away from direct exposure to the sun and the weather; maintain them in a clean condition and inspect them regularly for leakage.
6. Do not store containers or cylinders near flammable materials, or where continuous exposure to dampness will result.
7. Make certain that the storage area is well ventilated, and that containers or cylinders are so arranged that a leaking unit could be removed with the least possible handling of other containers. Arrange to use a fireproof storage room equipped with an exhaust ventilating system.
8. Place containers and cylinders in the order in which they are received so that the oldest can be used first.

Controlling Chlorine Leaks

1. The slightest odor of chlorine may indicate a leak and should receive immediate attention because small leaks can grow rapidly.
2. Two men should be assigned to the repair of a chlorine leak, one acting as a safety observer.
3. Connections to the cylinder valve should be made carefully. When threaded connections are used, it should be ascertained that the threads on appliances and unions are the same as those on the container valve outlets. If connections that do not fit are forced together, they invariably leak.
4. Unless the apparatus is designed to handle liquid chlorine, the valve of the 1-ton container should be in the proper position to withdraw gas. The two identical valves on the 1-ton container are connected to adductor pipes inside the container. When it is lying on its side and the valves are in a vertical line (one above the other), the lower valve will discharge liquid chlorine and the upper valve will discharge chlorine gas from above the liquid level. Most plants using 1-ton containers have cradles holding the containers on scales or in scale tanks 1-2 in. higher at the valve end elevating that portion so that gas instead of liquid will be drawn when chlorine is taken from a full container.
5. Containers or valves should never be altered or repaired by the consumer, except for stopping gas leaks around valve stems by tightening the packing nut. The safety devices on containers should never be tampered with. The valve cannot control the fusible plug on cylinders below the valve seat. The 1-ton container is equipped with six (three on each end) fusible metal plugs designed to soften or melt at 158-165o F, thus allowing the contents of the container to discharge.
6. Container valves should be opened slowly. No wrench longer than 6" should be used as the employment of large wrenches or pipe wrenches will damage the valves. On complete turn of the valve stem in a counterclockwise direction will open the valve sufficiently to permit maximum discharge.
7. To test for chlorine leaks, a small cloth or swab should be attached to one end of a stick, and the material should be soaked with ammonia water (10% NH_3) and applied to the suspected area. (Some operators prefer to use a small bottle fitted with an aspirator.) A white cloud of ammonium chloride will result if there is leakage.
8. All employees handling and using chlorine should be supplied with an approved chlorine gas mask, and they should be instructed in its use. A program of at least monthly chlorine gas drills should be conducted to familiarize personnel in working with the masks on and in use of chlorine leak safety devices. Gas masks, thick loose-fitting gloves, and aprons of nonporous material should be kept in lockers outside of the chlorine equipment area where they can be reached quickly in an emergency.
9. All installations using chlorine should have on hand a chlorine-leak repair kit consisting of suitable clamps, drift pins, hammers, wrenches, and other tools for emergency service on cylinders where leaks cannot otherwise be stopped. Drift pins should be of brass or steel and of suitable size to fit the

usual fusible plug and valve openings in cylinders and containers. Because drift pins are not suitable for packing holes in the cylinder walls, wooden plugs and clamps should be employed.

10. Installations using liquid chlorine should carefully evaluate the need for providing tanks in which the container may be flooded with a solution of caustic soda or alkali to a depth and volume sufficient to absorb completely the contents of the container or cylinder. The caustic soda or alkali tank should be located immediately adjacent to the area of storage or use. Such receptacles should be equipped with suitable anchor clamps to keep the chlorine cylinder or container from floating when it is nearly empty. The degree of hazard is determined by the location of the chlorine plant and should be a deciding factor in determining the need for absorbing tanks. Where the treatment plant is isolated from built-up areas, the need for tanks is not so demanding as where the chlorine feed equipment and containers are located in an urban locality.
11. When a chlorine leak occurs, the chlorine room ventilating system should be turned on immediately.
12. Only authorized and trained personnel equipped with gas masks should investigate chlorine leaks. All other people should be kept away from the affected area. If a leak occurs on the outside of the building, everyone should stay to the windward side of the leak and, if possible, at a higher elevation. When a leak occurs in equipment in which chlorine is being used, the chlorine container valves should be closed first.
13. If a leaking chlorine container is located in such a position that liquid chlorine is escaping, the container should be turned or raised so that only gaseous chlorine is discharged.
14. Water should never be applied to a chlorine leak because this creates a hazardous condition with the leak being made worse by the corrosive action of chlorine and water.
15. The use of a 2" water ejector connected to a high-pressure water supply system and equipped with at least a 50' 2" rubber garden hose that has an enlarged rubber funnel on the end for sucking most of the chlorine gas away from the leak should prove very helpful. The discharge from the ejector can be in the raw water channel or to a point where the chlorine water will not cause harmful conditions.
16. If dry ice is available and it can be packed around a leaking container, the rate of evaporation will be greatly retarded. If the leak cannot be stopped, the entire cylinder should be dumped in the alkaline-absorbing tank.
17. Because it is unlawful to return a leaking cylinder, its contents should be removed before shipping. The supplier of the cylinder should be immediately notified that it is defective and should be asked to dispose of it.
18. Heat should never be applied directly to a container as this could rupture it by internal pressures. If it is necessary to heat a container, a water bath controlled not to exceed 80o F should be used. Grease oil should never be used on fittings that will be in contact with chlorine. Certain types of silicone greases may be used sparingly on valve stems and hard-rubber fittings.
19. Before disconnecting the flexible leads from containers to gas headers, the cylinder valve should be closed first and then the gas under pressure should be drawn from the header and flexible leads before the header valve is closed. The exhaust system should be turned on and operated while the cylinders are being disconnected and repairs are being made on chlorine lines and equipment.
20. The plastic protective cover for the rotameter tube should be in place before chlorine equipment provided with rotameters is operated.
21. If fire breaks out, every effort should be made to protect the chlorine cylinders or containers or to remove them from the danger area. Firefighters should be informed of their location and poisonous nature.

<u>Gas Masks for Chlorine Protection</u>

1. Gas masks should be equipped with full-face pieces and canisters designed to cope with chlorine.
2. Canisters should be stored and used according to manufacturer's recommendations for shelf and service life. Canisters should be disposed of upon reaching the expiration dates marked on all approved canisters.
3. Masks should be kept in cabinets located conveniently near (but not in) the chlorine room, where they may be obtained for emergency use without going through the chlorine gas area.
4. Preferably, a separate mask should be assigned to each employee concerned with chlorine leaks, including mechanics and pipe fitters required to work on chlorine apparatus. Only through such

procedure can the mask be permanently fitted to the face of the person who will wear it, so that no time will be lost adjusting masks in an emergency.

5. One employee should be held personally responsible for records of the condition of all masks. Semimonthly gas mask drills should be held, and each employee should be required to test his mask for leaks such as may occur through loose eyepieces, faulty tubing connections, defective or worn spots, and loose canisters.
6. Mask repairs should be made only by an employee trained for the work and it is advisable to keep repair parts on hand, as well as extra canisters for emergency use. An employee who is properly trained to detect and discard unsafe masks should make frequent inspections of each gas mask in service.
7. For emergency use in heavy concentrations of chlorine in confined spaces, all chlorine-using installations should have on hand a hose mask supplied with air of a self-regenerating oxygen mask.
8. All employees should be warned that carelessness and foolhardy exposure to chlorine gas should be avoided and that no one can build up immunity to chlorine gas.
9. If an employee is caught in a chlorine gas area without a mask, they should leave immediately, avoid panic, keep his mouth closed, refrain from coughing and deep breathing, and keep his head high as possible until fresh air is reached.
10. An adequate supply of ammonia solution (10%) should be kept on hand at all times to test for chlorine leaks.
11. A copy of all chlorine safety instructions should be exhibited at some conspicuous point just outside the chlorine room and a copy should be placed in the first-aid kit.

<u>Chlorine Exhaust Ventilation</u>

1. Each chlorinating plant or room should be provided with an adequate ventilating system that is designed for the removal of chlorine gas resulting from leakage.
2. Because chlorine gas is heavier than air and tends to concentrate near the floor in the low spots of a room, the vents, or grilles for removing air contaminated with chlorine should be placed on the floor or scale pits or as near the floor as possible. Such openings should be near the center of the room or at the end of the room opposite the entrance. The exhaust from this system should go out through the roof or to a suitable outside location. Exhaust should never be situated near other ventilating systems. Motors and fans for the installation should be stationed outside the chlorine room, preferably on an upper level.
3. Every employee using or handling chlorine should be familiar with the location of the switches for starting the ventilation system in the plant. These should be convenient to, but outside of, the rooms where chlorine equipment is used and should be clearly marked with large, lettered signs and directional arrows.
4. Chlorine ventilating systems should not be provided with covers that must be removed before the system can be effective. Exhaust openings should be so located that covers are not required.
5. Ventilation can be provided with a combination fresh-air and exhaust system consisting of fans that force fresh air into the room through openings near the ceiling and other fans that draw off chlorine-contaminated air in the room through vents in the floor. Such installations should be designed with sufficient capacity to provide a complete air change in the chlorine room at least every 3 minutes. The inlet and exhaust fans should be coupled electrically so that failure of the exhaust fan will not cause the inlet fan to blow the chlorine gas to other rooms in the building.
6. Frequent drills should be held for all employees concerned with handling ventilating systems, and equipment should not only be maintained in good condition, but tests should be conducted to see that all apparatus is operating properly.
7. Room arrangement is a prime function of personnel safety and equipment protection. If a choice of arrangement is available, the chlorine room should be constructed so it can be entered only from the outside of the building. There should be no interconnecting door between the chlorine-storage area or the chlorine feeders and the rest of the plant.

Chlorine Room Temperature

1. If the chlorine scale room is separate from the chlorine feeder room, the air temperature in the latter should be about 5º higher than that in the former.
2. Lower temperatures in feeding equipment may cause condensation of the gas to form liquid chlorine, creating trouble with the feeding equipment. The so-called "sludge" of liquid chlorine has been known to burst rotameter tubes and thin-walled gas lines on feeders.
3. Temperatures in chlorine equipment rooms or buildings should be maintained between 70° and 80° F.

First Aid for Chlorine Exposure

1. Remove the injured employee at once to the open air away from chlorine fumes.
2. Call an ambulance immediately.
3. Place the patient flat on his back, with his head and back slightly elevated. Supply blankets if necessary; keep him warm and quiet because rest is essential. Because splashes of liquid chlorine and chlorinated water destroy clothing and may cause irritation and acid burns, remove, or cut away affected clothing.
4. If the patient is unconscious and breathing has ceased, start artificial respiration immediately. Call the fire department, if such emergency aid is available, but be sure that Pulmotor or other mechanical means of resuscitation is not used, because of the danger of rupturing the lungs. The patient may be greatly aided by the application of oxygen with proper equipment. Oxygen delivery should be started immediately and if the patient has stopped breathing start artificial respiration. The use of a mechanical respirator with a maximum pressure of 13 mm of mercury is recommended.
5. Give nothing by mouth.
6. If the eyes are slightly irritated, wash them with boric acid.
7. To aid skin affected by liquid chlorine, neutralize with a weak solution of sodium bicarbonate, and apply loose dressings of a standard burn ointment or carrion oil.
8. Note: Post a copy of first aid instructions in a conspicuous place near the first-aid kit and be sure that proper first-aid supplies are kept on hand in a convenient location for emergency use.

Field Chlorination

1. Know the rules and regulations for the safe handling of chlorine and first-aid treatment for chlorine gassing.
2. Check and make sure that the gas mask and all other safety equipment are present.
3. If possible, set up equipment for water main disinfection a safe distance (at least 100 yards) from the nearest occupied building.
4. Observe all safety precautions in connecting apparatus and equipment and use approved fittings.
5. Make certain that hoses are in good condition before connecting them to the cylinder and the main.
6. Be sure that the water in the main is flushing before the chlorine is added.
7. After the equipment is connected, open the chlorine valve of the cylinder and test for leaks.
8. Open rotameter or gas header valve and again test for leaks.
9. In order to avoid water backup into the chlorine apparatus and the cylinder when a vacuum chlorinator is not being used, make sure that the chlorine tank pressure is approximately 25 poss. more than the operating pressure desired; also, be certain that the operating pressure is approximately 5 poss. more than the backpressure from the water main.
10. After all equipment has been tested for pressure and leaks, proceed to open the discharge valve, and adjust the feed for proper operation; continue testing for leaks while disinfecting.
11. Never attempt to repair a chlorine hose with tape or clamps. Always use a new replacement. Hose should be pressure-tested with CO2 and kept dry. Obstructions or kinks in a hose line may cause it to burst.
12. When it is necessary, particularly in cold weather, to raise the temperature of chlorine cylinders to increase the gas pressure, they should be heated in a suitable iron drum that is kept approximately half full of water. Cylinders should not rest on the bottom of the drum, but in a cradle or stand that will hold them at least 3" above the bottom of the drum. Apply heat with torches or other equipment to the bottom of the drum only. Do not allow the temperature of the water bath to exceed 70-80 degrees

Fahrenheit. Keep the cylinder of heating gas on the windward side and at least 10' away from the chlorination equipment.

13. Equip field-chlorinating equipment with proper pressure gauges so that hose lines and lightweight connections are not subjected to excessive pressures. The procedure of connecting a chlorine cylinder directly to a chlorination cock is very unsafe.
14. After the proper dosage is obtained, shut off the chlorine gas at the tank and keep the main flushing valve open for not more than 1 minute. If the vacuum apparatus is not being used, it is advisable to flush the hose and equipment immediately with carbon dioxide gas before shutting the chlorination cock and disconnecting the hose.
15. Watch out for a chlorine gas pocket in the main when removing the silver delivery tube from the corporation cock. Wear a gas mask when performing this operation.
16. During chlorination, check a hydrant or a suitable sampling place ahead of the point of chlorination for possible backup of chlorinated water in the main.
17. Take every precaution to prevent chlorine fumes from escaping into the air, particularly in residential areas. If the foregoing precautions are observed and direct gas feed equipment is properly flushed with carbon dioxide before disconnection, there should be no noticeable release of chlorine.
18. When using high-test hypochlorite for solution feeding, wear rubber gloves and aprons, a dust mask, and goggles or a face shield. If a considerable amount of dust arises, wear a chlorine gas mask.
19. Use caution in handling high-test hypochlorite, both dry and liquid. Protect the eyes and do not breathe hypochlorite dust. Remove clothing immediately if it becomes contaminated with these materials.
20. Use proper warning devices to keep unauthorized persons away from the area.

LOCKOUT/TAGOUT PROGRAM
DEFINITIONS

Electrically Powered Equipment includes that driven directly by air, gas, oil, water, or steam under pressure, internal combustion engines, or similar energy sources that are not directly adaptable to electrical shut down.

Lockout is the act of padlocking and tagging a switch, lever, valve, gate, or other isolating device in the "off"" position. An isolating device is an electric circuit breaker, a disconnect switch, a manually operated switch or valve, a slide gate, a slip blind or a "figure 8" blind for blanking off piping or similar device. Most isolating devices have a lockout means built in. However, some may require modification before locks can be used. A lockout means to accommodate more than one padlock so that if more than one employee or craft is working on the equipment, each can use its own padlock for absolute protection.

Tagout is the act of placing a switch, lever, valve, gate, or other isolating device in the "off" position and affixing a tag to the device that warns others to leave it alone. A tag similar to the one shown in figure 1 should be affixed to the isolating device in question by a string, wire, or adhesive. The tag should be placed in a conspicuous location and should be placed in such a manner that it effectively blocks the starting mechanism which would cause hazardous conditions should be equipment be energized. It should be understood, however, that tagout alone does not offer the positive protection of lockout and tag, and therefore, when possible, the lockout procedure should be used.

PREPARATION FOR TAGOUT OR LOCKOUT

Employees should always be certain that the correct isolating device has been locked out and tagged. Some equipment necessarily has more than one disconnecting device which must be opened to complete the de-activation electrically and mechanically. The main disconnect devices for machinery should be clearly identified so that it is unnecessary to trace shafting or wiring. Any time the employee is not certain which device controls the equipment; he should check with his supervisor for positive direction. This is doubly important when devices are remote from the equipment, or on master panels containing several devices. If the installation is a complex one with remotely located disconnecting
devices, pre-planning will be necessary. Under these circumstances and when any uncertainty exists, the employee should consult with their supervisor and obtain

complete agreement on the plan procedure. It is also extremely important that any changes in function or circuitry be immediately shown on the circuit diagram or machine drawings to facilitate lockout procedure.

RED TAGGING UNSAFE EQUIPMENT

When equipment does not meet federal, state, or local safety standards, it will be considered to be unsafe. Once equipment is identified as unsafe, it will be removed from service and red tagged. Perform the following steps:

1. Inform the operator of the unsafe condition.
2. Inform the supervisor directly responsible for the equipment in question.
3. Affix the red tag to the master key for maximum visibility. Be sure the tag is filled out properly.
4. The red tag will remain in place until the unsafe condition is corrected, re-inspected, and logged.
5. The red tag is then removed by the supervisor, but only after a completed inspection.

GENERAL LOCKOUT AND TAGOUT PROCEDURES

The following general lockout and tagout procedures are recommended for electrically powered equipment and mechanically powered equipment. Mechanically powered equipment includes those driven directly by air, gas, oil, water, or steam under pressure, internal combustion engines, or similar energy sources that are not directly adaptable to electrical shut down.

1. Notify the supervisor in charge of the equipment of the proposed work and obtain their approval.
2. Shut down the equipment by normal stop procedure (depress STOP buttons, open toggle switches, shift lever, operate valve, etc.)
3. Turn main disconnect switches or circuit breakers or mechanical isolating device such as a valve, lever, etc., to the safe position.
4. Lockout (tag and padlock) or tagout the switch in the “off” position for the mechanical isolating device in the safe position using the “danger-do not start” tag. Each person must perform their own personal tagout or lockout, and this applies even though someone else may already have taken the equipment out of service. If the equipment or machinery has not already been tagged by another group or individual, it should be done now. This tag should remain in place until the equipment is ready and safe to return to service.
5. After lockout, try the disconnect or switch handle or the mechanical isolating device to make certain it cannot be moved to the “on” position.
6. After either tagout or lockout, try the machine’s start controls to make certain the main switch is actually open, or the isolating device has shut down the equipment.
7. When electrical work is involved, blade opening must be verified visually or by phase-to-phase and phase-to-ground meter readings.

TAG AND LOCK LOW AND MEDIUM VOLTAGE

When working on equipment that operates on low voltage (0 to 660 volts) or medium voltage (661 to 1000 volts), it shall be tagged and locked to prevent accidental starting, which might cause injury or death. Only properly trained and qualified personnel may work on electrical circuits or equipment. Before starting work, perform the following steps:

1. Inform the operator of what is to be done.
2. Make sure you place the tag and lock it on the proper switch before beginning work.
3. Ensure that the equipment cannot be placed in operation without your knowledge and permission.
4. The equipment to be worked on must be locked out at a primary power source.
5. The tag shall include the name of the person doing the work, the date, and reason.
6. Everyone is equipped with their own locks and tags. Only the person who locks and tags the equipment can remove it.
7. *Never* remove another person’s lock or tag. If your shift ends before completing their job, your lock should only be removed after the equipment has been secured by another lock and tag.

8. If more than one person is working on a piece of equipment, each person shall have their own lock and tag on it.

TAG AND LOCK MECHANICAL

When working on equipment, it shall be tagged and locked to prevent accidental starting, which might cause injury or death. Before starting work, perform the following steps:

1. Inform the operator of what is to be done.
2. Make sure you place the tag and lock on the proper switch before beginning work.
3. Ensure that the equipment cannot be placed in operation without your knowledge and permission.
4. The equipment to be worked on must be locked out of a primary power source. The tag shall include the name of the person doing the work, the date and reason.
5. Everyone is equipped with their own locks and tags. Only the person who locks and tags the equipment can remove it.
6. *Never* remove another person's lock or tag. If your shift ends before completing the job, your lock should only be removed after the equipment has been secured by another lock and tag.
7. If more than one person is working on a piece of equipment, each person shall have their own lock and tag on it.

SPECIFIC PRECAUTIONS

1. No one other than electrical or other authorized personnel should open an enclosure to operate a disconnect device therein.
2. Push buttons, toggle switches, pressure switches, limit switches, and similar devices should not be considered as lockout or isolating devices.
3. Pulling a fuse alone should ***never*** be used as a substitute for lockout or tagout. A pulled fuse is no guarantee that the circuit is dead; there is nothing to stop someone from replacing the fuse. Where one main switch feeds several motors, however, and each motor is separately fused but not switched, de-energizing the main switch might shut down equipment unnecessarily. In such a case, tagout can be accomplished by removing the fuse and disconnecting, taping, and lagging out the wires from the load side fuse clips.
4. When locking out mechanically powered equipment, particular attention must be given to residual air, gas, steam, water, or oil pressure in lines, accumulators, and cylinders. Operating a valve might result in unexpected cycling of equipment with consequent chance of injury to personnel or equipment danger.

RESTORATION OF EQUIPMENT TO SERVICE

When the worker is certain that the job is complete, and that the equipment is safe to operate, he should remove his padlock and/or the white personal danger tag. An individual should ***never*** permit anyone else to remove his personal danger tag. If he leaves the job before the work is complete, and someone else is carrying on the repair, he should remove his padlock and/or personal danger tag only after the relieving individual has placed his padlock and tag on the effected equipment.

There may be times when the person who has tagged out or locked out equipment may not be available when the equipment must be started. In such circumstances, a maintenance supervisor who has a thorough knowledge of the process and equipment and who has investigated all circumstances, related to the tagout or lockout, particularly from the viewpoint of personnel safety, can remove the danger tags or locks for his particular crafts. The supervisor shall be responsible for communicating such action to those crafts.

LOCKOUT CONTROL

1. The following general rules are adopted regarding locks and their use:

   a. Effective lockout control can be maintained only by constant supervision and by training employees in a safe routine.
   b. For identification, locks should be numbered and painted various colors
   c. To identify the user and the department.
2. To make lockout systems operable, the city departments should buy either equipment with built-in locking devices or equipment designed for the insertion of padlocks. In older facilities, it may be necessary for the respective departments to construct attachments to which can be extended and locked in position to prevent operation of control handles can be devised as isolating devices.
3. Only locks made by a reputable lock company should be used by maintenance workers. Key operated locks are preferred over combination locks. No two locks should be the same, and the pattern of the keys should be checked to see that each key fits only one lock.

SUMMARY

Often, the most difficult problem to overcome in implementing a lockout or tagout procedure is the assumption by a person working on the equipment that the job is too small to merit tagging and locking out. Yielding to the temptation to bypass this procedure may cost a life. Intermittently operating equipment such as pumps, blowers, fans, and compressors are harmless when not operating; but it must not be assumed that because such equipment is not functioning that it will stay that way.

The procedures outlined above can provide a basis for the establishment of specific tagout and lockout procedures for all operating and maintenance operations. The procedures outlined should be regarded as basic safety requirements. Some workplace conditions may require more stringent procedures to ensure safety of personnel and equipment.

KODIAK FIELDS

NEOSHO, NEWTON COUNTY, MISSOURI

INDEX TO DRAWINGS

AP0 COVER SHEET
AP1 ARCHITECTUAL SITE PLAN
AP2 RESIDENTIAL BUILDING EXTERIOR ELEVATIONS & FLOOR PLANS
AP3 RESIDENTIAL UNIT FLOOR PLANS
AP4 RESIDENTIAL UNIT FLOOR PLANS Copy 1
AP5 COMMUNITY BUILDING EXTERIOR ELEVATIONS & FLOOR PLAN

ARCHITECTURAL REPORT

APPLICANT:
KODIAK FIELDS, LP

ARCHITECT:
WALLACE ARCHITECTS, LLC
302 CAMPUSVIEW DRIVE, SUITE 208
COLUMBIA MO, 65201
573-256-7200

STATE OF MISSOURI
M. RANDALL PORTER
A-2012006244
ARCHITECT

DATE:
APRIL 2024

SUMMARY STATEMENT:
THE GOALS OF THE PROJECT ARE TO PROVIDE NEW WORKFORCE HOUSING UNITS IN NEOSHO MISSOURI TO 40 INDIVIDUALS OR FAMILIES. THE DESIGN PRINCIPLES GOVERNING THE PROJECT INCLUDE PROVIDING SAFE, ENERGY EFFICIENT, AND MAINTENANCE FREE DWELLINGS TO BENEFIT THE COMMUNITY OF NEOSHO. THE FOLLOWING CODES AND STANDARDS WILL GOVERN THE PROJECT; 2018 INTERNATIONAL RESIDENTIAL CODE, THE NATIONAL GREEN BUILDING STANDARD (NGBS) BRONZE LEVEL, THE AMERICANS WITH DISABILITIES ACT (ADA), AND THE UNIFORM FEDERAL ACCESSIBILITY STANDARDS (UFAS).

ACCESSIBILITY:
ACCESSIBILITY WILL BE ACHEIVED THROUGH COMPLIANCE WITH ADA AT SPACES OPEN TO THE GENERAL PUBLIC, BY PROVIDING 5% OR 2 UFAS COMPLIANT DWELLING UNITS FOR RESIDENTS WITH MOBILITY IMPAIRMENTS, AND BY PROVIDING 2% OR 1 UFAS COMPLIANT UNIT FOR RESIDENTS WITH VISION OR HEARING IMPAIRMENTS.

UNIT & BUILDING TYPE MATRIX

NET RENTABLE AREA (NRA) - MEASURED TO THE OUTSIDE OF THE STUDS OF A UNIT OR TO THE MIDDLE OF WALLS IN COMMON WITH OTHER UNITS

UNIT LABEL	NUMBER OF BEDROOMS	NUMBER OF BATHROOMS	NET RENTABLE AREA (NRA) PER UNIT TYPE	PORCH / PATIO / BALCONY AREA PER UNIT TYPE	BUILDING IDENTIFICATION "A" #2	#3	#4	#6	#7	#9	#10	#12	#13	#14	#15	#16	#17	#18	#19	#20	"B" #1	#5	#8	#11	TOTAL NUMBER OF BUILDINGS (20) TOTAL NUMBER OF UNITS PER UNIT TYPE	RESIDENTIAL AREA PER UNIT TYPE: TOTAL NRA	TOTAL PORCH / PATIO AREA
					NUMBER OF UNITS PER BUILDING																						
(32) 2-BR UNITS 80%																											
TYP. 2-BR	2	2	1,085 SF	94 SF	2	2	2	2	1	2	2	2	2	1	2	2	2	2	2	2	-	-	-	-	30	32,550 SF	2,820 SF
FHA AUDIO/VISUAL 2-BR	2	2	1,085 SF	94 SF	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	-	-	-	1	1,085 SF	94 SF
UFAS 2-BR	2	2	1,085 SF	94 SF	-	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	1,085 SF	94 SF
(8) 3-BR UNITS 20%																											
TYP. 3-BR	3	2	1,204 SF	87 SF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	2	2	2	7	8,428 SF	609 SF
UFAS 3-BR	3	2	1,204 SF	87 SF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	1	1,204 SF	87 SF
TOTAL NUMBER OF UNITS PER BUILDING:					2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	40	44,352 SF	3,704 SF
TOTAL NRA PER BUILDING					2,170 SF	2,170 SF	2,170 SF	2,170 SF	2,170 SF	2,170 SF	2,170 SF	2,170 SF	2,170 SF	2,170 SF	2,170 SF	2,170 SF	2,170 SF	2,170 SF	2,170 SF	2,170 SF	2,408 SF	2,408 SF	2,408 SF	2,408 SF			

RESIDENTIAL BUILDING(S)	TOTAL RESIDENTIAL AREA:	48,056 SF
	TOTAL NON-RESIDENTIAL AREA:	-
	RESIDENTIAL BUILDING(S) TOTAL AREA:	48,056 SF
COMMUNITY BUILDING (NON-RESIDENTIAL AREA)	TOTAL INTERIOR COMMON / UTILITY AREA:	1,259 SF
	TOTAL EXTERIOR PORCH / PATIO AREA:	233 SF
	COMMUNITY BUILDING TOTAL AREA:	1,492 SF
	DEVOLOPMENT TOTAL	49,548 SF

PROJECT LOCATION MAP

GPS LOCATION
36° 52' 33.17" N
94° 23' 35.24" W

APRIL 2024

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KODIAK FIELDS
NEOSHO, NEWTON COUNTY, MISSOURI

SHEET NO.
AP0

JOB NO.
4684

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SITE INFORMATION

SITE	
LAND AREA:	+/- 6.21 ACRES
EXISTING USE:	NOT DEVELOPED
CURRENT ZONING:	RESIDENTIAL
PROPOSED USE:	MULTIFAMILY APARTMENTS

UNITS	
TYPE	QUANTITY
2-BR UNITS	32
3-BR UNITS	8
TOTAL:	40

PARKING	
NOTE: ALL PARKING PROVIDED IS UNCOVERED	
TYPE	QUANTITY
STANDARD	89
STANDARD ACCESSIBLE	3
VAN ACCESSIBLE	1
TOTAL PROVIDED:	93

AMENITIES
(1) PAVILION W/ MAINT. SHED
(1) PLAYGROUND
(1) DOG PARK

50 25 0 50
FEET

PROPOSED SITE PLAN

1 AP1 SCALE: 1" = 50'-0"

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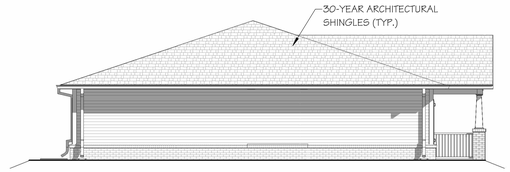
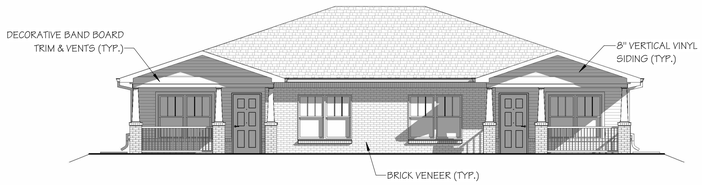
1 AP2 2-BR DUPLEX FRONT ELEVATION
SCALE: 1/8" = 1'-0"

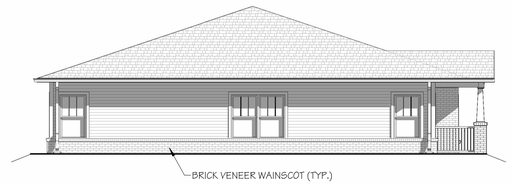


2 AP2 2-BR DUPLEX TYP. SIDE ELEVATION
SCALE: 1/8" = 1'-0"

3 AP2 2-BR DUPLEX REAR ELEVATION
SCALE: 1/8" = 1'-0"

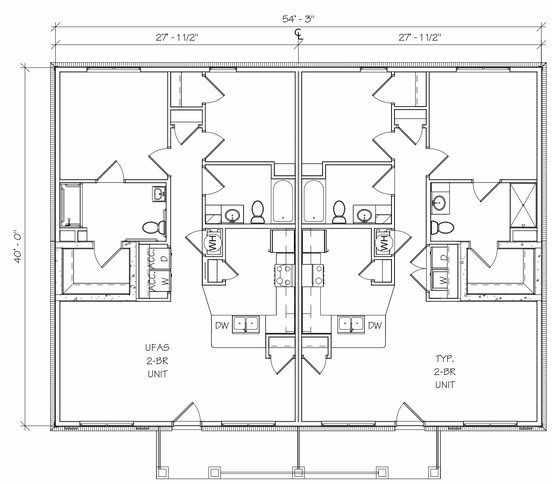


4 AP2 3-BR DUPLEX FRONT ELEVATION
SCALE: 1/8" = 1'-0"

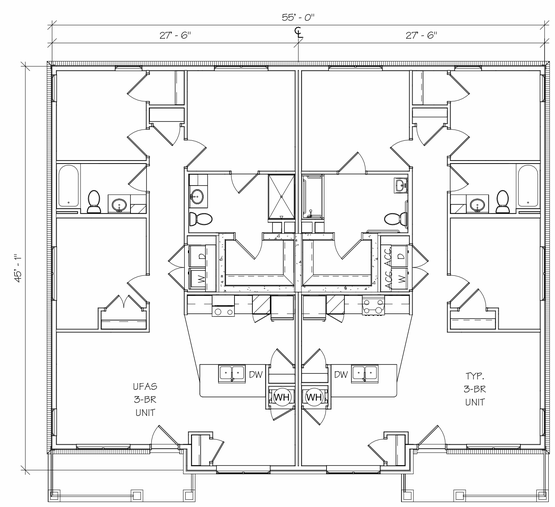


5 AP2 3-BR DUPLEX TYP. SIDE ELEVATION
SCALE: 1/8" = 1'-0"

6 AP2 3-BR DUPLEX REAR ELEVATION
SCALE: 1/8" = 1'-0"



7 AP2 2-BR DUPLEX BUILDING PLAN
SCALE: 1/8" = 1'-0"



8 AP2 3-BR DUPLEX BUILDING PLAN
SCALE: 1/8" = 1'-0"

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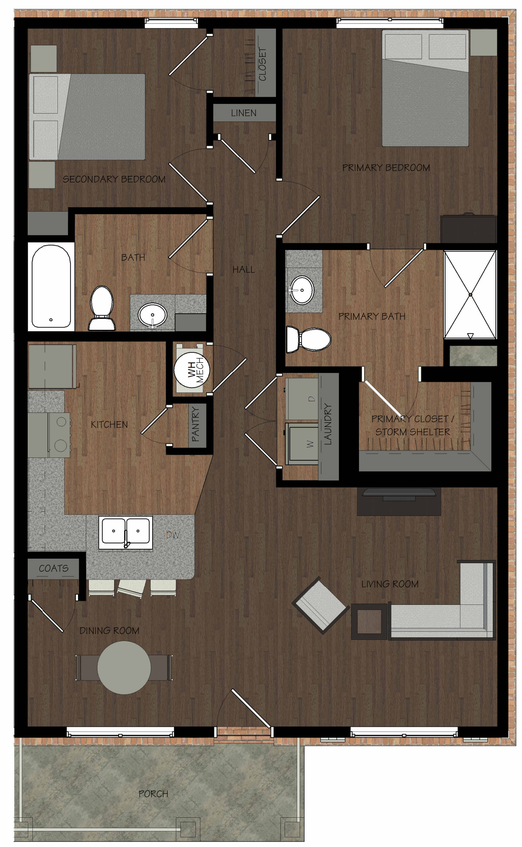
UNIT MATRIX

NET RENTABLE AREA (NRA) - MEASURED TO THE OUTSIDE OF THE STUDS OF A UNIT OR TO THE MIDDLE OF WALLS IN COMMON WITH OTHER UNITS

UNIT LABEL	NUMBER OF BEDROOMS	NUMBER OF BATHROOMS	NET RENTABLE AREA (NRA) PER UNIT TYPE	PORCH / PATIO / BALCONY AREA PER UNIT TYPE
(32) 2-BR UNITS 80%				
TYP. 2-BR	2	2	1,085 SF	94 SF
FHA AUDIO/VISUAL 2-BR	2	2	1,085 SF	94 SF
UFAS 2-BR	2	2	1,085 SF	94 SF
(8) 3-BR UNITS 20%				
TYP. 3-BR	3	2	1,204 SF	87 SF
UFAS 3-BR	3	2	1,204 SF	87 SF



1 AP3 TYP. 2-BR UNIT PLAN

SCALE: 1/4" = 1'-0"

2 AP3 UFAS 2-BR UNIT PLAN

SCALE: 1/4" = 1'-0"

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UNIT MATRIX

NET RENTABLE AREA (NRA) - MEASURED TO THE OUTSIDE OF THE STUDS OF A UNIT OR TO THE MIDDLE OF WALLS IN COMMON WITH OTHER UNITS

UNIT LABEL	NUMBER OF BEDROOMS	NUMBER OF BATHROOMS	NET RENTABLE AREA (NRA) PER UNIT TYPE	PORCH / PATIO / BALCONY AREA PER UNIT TYPE
(32) 2-BR UNITS 80%				
TYP. 2-BR	2	2	1,085 SF	94 SF
FHA AUDIO/VISUAL 2-BR	2	2	1,085 SF	94 SF
UFAS 2-BR	2	2	1,085 SF	94 SF
(8) 3-BR UNITS 20%				
TYP. 3-BR	3	2	1,204 SF	87 SF
UFAS 3-BR	3	2	1,204 SF	87 SF

1 AP4 TYP. 3-BR UNIT PLAN

SCALE: 1/4" = 1'-0"

2 AP4 UFAS 3-BR UNIT PLAN

SCALE: 1/4" = 1'-0"

APRIL 2024

Wallace ARCHITECTS LLC

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HRM SERVICES, LLC

KODIAK FIELDS
NEOSHO, NEWTON COUNTY, MISSOURI

SHEET NO.

AP4

JOB NO.

4684

4/25/2024 1:58:05 PM

COMMON AREA MATRIX

NOTE: SQUARE FOOT CALCULATIONS ARE MEASURED FROM OUTSIDE FACE OF EXTERIOR STUD TO OUTSIDE FACE OF EXTERIOR STUD

DESCRIPTION	TOTAL
TOTAL INTERIOR COMMON / UTILITY AREA:	1,259 SF
TOTAL EXTERIOR PORCH / PATIO AREA:	233 SF
TOTAL AREA:	1,492 SF

COMMUNITY BLDG.
LEFT SIDE ELEVATION

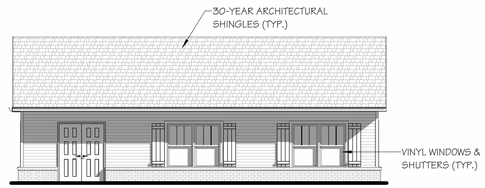
1 / AP5 SCALE: 1/8" = 1'-0"

COMMUNITY BLDG.
FRONT ELEVATION

2 / AP5 SCALE: 1/8" = 1'-0"

COMMUNITY BLDG.
RIGHT SIDE ELEVATION

3 / AP5 SCALE: 1/8" = 1'-0"



COMMUNITY BLDG.
REAR ELEVATION

4 / AP5 SCALE: 1/8" = 1'-0"

COMMUNITY BUILDING FLOOR PLAN

5 / AP5 SCALE: 1/4" = 1'-0"

APRIL 2024

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HRM SERVICES, LLC

KODIAK FIELDS
NEOSHO, NEWTON COUNTY, MISSOURI

SHEET NO.
AP5

JOB NO.
4684

4/25/2024 1:58:14 PM

City of Neosho CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE: June 18, 2024
ITEM: Bill No. 2024-45: Request to Rezone 318 and 320 N Wood Street from M-1 to R-3

ORIGINATING DEPARTMENT: Development Services Department
ATTACHMENT:
1. **Bill No. 2024-45 Approving Rezoning of 320 N Wood St**

PURPOSE:
The purpose of this item is to gain the council's approval to rezone the addresses of 318 and 320 N Wood Street from M-1, Light Industrial to R-3, Apartment House District.

BACKGROUND:
The property owner has requested this property to be rezoned from M-1 to R-3 to reflect the current use of the property. After proper posting and notice, a public hearing was held by the Planning and Zoning Committee. There was no public comment. The committee voted to recommend the rezoning to the City Council.

RECOMMENDATION:
Staff recommends th council accept the recommendation and authorize the Mayor to sign the ordinance.

AN ORDINANCE of the City of Neosho to amend the zoning District Map for the City of Neosho for certain property within the limits of the City located at 320 North Wood Street, Neosho, Missouri, as requested by the owner, Moser Endeavors, LLC, from a District "M-1" Light Industrial District to a District "R-1" First Dwelling House District.

WHEREAS, there has been presented to the City of Neosho, Missouri, an application from Moser Endeavors, LLC, to rezone from District "M-1" Light Industrial District to a District "R-1" First Dwelling House District for property legally described as:

That part of the Northwest Quarter of the Southwest Quarter of Section 19, Township 25, Range 31, Newton County, Missouri, described as beginning at a limestone at the Southwest intersection of Wood and Coler Streets in Neosho, thence South 59 feet 7-7/8 inches, same being the point of beginning, thence South 34 feet, thence West 106 feet, thence North 34 feet, thence East 106 feet more or less to beginning. EXCEPT any part that lies in That part of the Northwest Quarter of the Southwest Quarter of Section 19, Township 25, Range 31, Newton County, Missouri, described as beginning at a point 24.55 feet South of the Southwest intersection of North Wood Street and East Coler Street in Neosho; thence South 38.59 feet; thence South 89 degrees 39 minutes 29 seconds West 106 feet (m. 105.87 feet); thence North 00 degrees 16 minutes 57 seconds West, 37.18 feet; thence North 88 degrees 59 minutes
58 seconds East, 52.08 feet; thence North, 1.35 feet; thence South 89 degrees 46 minutes 20 seconds East, 53.98 feet to the point of beginning.
AND
That part of the Northwest Quarter of the Southwest Quarter of Section 19, Township 25, Range 31, beginning at a point 233 feet North of a limestone planted at the Northeast corner of Block 8 McCords Addition to the City of Neosho, Missouri, run thence North along the West line of Wood Street in the City of Neosho, 50 feet, thence West 156 feet, thence South 50 feet, thence East 156 feet to the point of beginning. Subject to right of way for alley on West end of above tract.

WHEREAS, after having referred the subject matter of this request to the Planning and Zoning Commission for the City of Neosho, and after due publication in the Neosho Daily News as required by law and having held a public hearing thereon by the Planning and Zoning Commission, with a recommendation then reviewed and taken up at public hearing by the City Council, the application being approved.

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

Section 1. That City of Neosho zoning District Map for the City of Neosho be amended for certain property within the limits of the City located at 320 North Wood Street, Neosho, Missouri, as requested by the owner, Moser Endeavors, LLC, and same to be amended and changed from a District "M-1" Light Industrial District to a District "R-1" First Dwelling House District for the property legally described as follows:

That part of the Northwest Quarter of the Southwest Quarter of Section 19, Township 25, Range 31, Newton County, Missouri, described as beginning at a limestone at the Southwest

intersection of Wood and Coler Streets in Neosho, thence South 59 feet 7-7/8 inches, same being the point of beginning, thence South 34 feet, thence West 106 feet, thence North 34 feet, thence East 106 feet more or less to beginning. EXCEPT any part that lies in That part of the Northwest Quarter of the Southwest Quarter of Section 19, Township 25, Range 31, Newton County, Missouri, described as beginning at a point 24.55 feet South of the Southwest intersection of North Wood Street and East Coler Street in Neosho; thence South 38.59 feet; thence South 89 degrees 39 minutes 29 seconds West 106 feet (m. 105.87 feet); thence North 00 degrees 16 minutes 57 seconds West, 37.18 feet; thence North 88 degrees 59 minutes
58 seconds East, 52.08 feet; thence North, 1.35 feet; thence South 89 degrees 46 minutes 20 seconds East, 53.98 feet to the point of beginning.

AND

That part of the Northwest Quarter of the Southwest Quarter of Section 19, Township 25, Range 31, beginning at a point 233 feet North of a limestone planted at the Northeast corner of Block 8 McCords Addition to the City of Neosho, Missouri, run thence North along the West line of Wood Street in the City of Neosho, 50 feet, thence West 156 feet, thence South 50 feet, thence East 156 feet to the point of beginning. Subject to right of way for alley on West end of above tract.

Section 2. That the City Clerk is hereby authorized and directed to file with the City the above referenced and described property within the City District Map for the amended district zone has herein approved.

Section 3. This this ordinance shall be in effect upon final passage.

PASSED BY THE COUNCIL OF THE CITY OF NEOSHO, MISSOURI, this _____ day of _____, 2024, by a vote of _____.

CITY OF NEOSHO, CITY COUNCIL

_____

Richard Davidson, Mayor

APPROVED:

_____

Derek A. Snyder, City Attorney

ATTEST:

_____

Cheyenne Wright, City Clerk

CITY SEAL

City of Neosho CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE: June 18, 2024
ITEM: Bill No. 2024-51: Request to Rezone the Area of 1310 Reid Road from R-1 District to C-3 District.

ORIGINATING DEPARTMENT: Development Services Department
ATTACHMENT:

1. **Bill No. 2024-51 Approving Rezoning of 1310 Reed Rd**
2. **1310 Reid Road Hopper Rezone Application**
3. **Hopper Property**
4. **Hopper Property 2**
5. **1310 Reid Road Hopper Deed**
6. **1310 Reid Road Rezone Ad**

PURPOSE:
The purpose of this item is to gain Council approval to rezone the property near the address of 1310 Reid Road from R-1, First Dwelling House to C-3 Commercial District.

BACKGROUND:
The property owner has requested this property to be rezoned from R-1 to C-3 to permit the future use of the property as Commercial Business or Residential. The owner is working with a third party to develop a multifamily housing complex on this property, but allow for other development options should the project not come to fruition.

After proper posting and notice, a public hearing was held by the Planning and Zoning Committee. There was no public comment. The committee voted to recommend the rezoning to the City Council.

RECOMMENDATION:
Staff recommends the council authorize the Mayor's signature.

COUNCIL BILL NO. 2024-51 **ORDINANCE NO. 529-2024**

AN ORDINANCE of the City of Neosho to amend the zoning District Map for the City of Neosho for certain property within the limits of the City located at 1310 Reed Road, Neosho, Missouri, as requested by the owners, Clyde Hopper and Gwen Hopper from a District "R-1" First Dwelling House District to a District "C-3" Commercial Business District.

WHEREAS, there has been presented to the City of Neosho, Missouri, an application from Clyde Hopper and Gwen Hopper to rezone from District "R-1" First Dwelling House District to a District "C-3" Commercial Business District for property legally described as:

Part of the Southeast Quarter of the Northeast Quarter of Section 23, Township 25, Range 32, in the City of Neosho, Newton County, Missouri, described as beginning 178.6 feet West of the Northeast corner of the Southeast Quarter of the Northeast Quarter of Section 23, thence South 484.72 feet to the road known as Reid Road; thence West to the East boundary line of Highway 71; thence Northwesterly along the East line of said highway to a point due West of the beginning; thence East to the point of beginning.

WHEREAS, after having referred the subject matter of this request to the Planning and Zoning Commission for the City of Neosho, and after due publication in the Neosho Daily News as required by law and having held a public hearing thereon by the Planning and Zoning Commission, with a recommendation then reviewed and taken up at public hearing by the City Council, the application being approved.

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

Section 1. That City of Neosho zoning District Map for the City of Neosho be amended for certain property within the limits of the City located at 1310 Reed Road, Neosho, Missouri, as requested by the owners, Clyde Hopper and Gwen Hopper, and same to be amended and changed from a District "R-1" First Dwelling House District to a District "C-3" Commercial Business District for the property legally described as follows:

Part of the Southeast Quarter of the Northeast Quarter of Section 23, Township 25, Range 32, in the City of Neosho, Newton County, Missouri, described as beginning 178.6 feet West of the Northeast corner of the Southeast Quarter of the Northeast Quarter of Section 23, thence South 484.72 feet to the road known as Reid Road; thence West to the East boundary line of Highway 71; thence Northwesterly along the East line of said highway to a point due West of the beginning; thence East to the point of beginning.

Section 2. That the City Clerk is hereby authorized and directed to file with the City the above referenced and described property within the City District Map for the amended district zone has herein approved.

Section 3. This this ordinance shall be in effect upon final passage.

PASSED BY THE COUNCIL OF THE CITY OF NEOSHO, MISSOURI, this _____ day of _____, 2024, by a vote of _____.

_____
Richard Davidson, Mayor
ORDINANCE NO.

ATTEST:

_____
Cheyenne Wright, City Clerk

APPROVED AS TO FORM:

_____
Derek A. Snyder, City Attorney

NEOSHO CITY OF SPRINGS

Planning and Zoning Department

City Hall 203 E. Main Neosho, MO 64850 Phone 451-8050

PLANNING AND ZONING APPLICATION

PROJECT TITLE & TYPE

- ☐ Preliminary Plat / Site Plan
- ☐ Special Use Permit
- ☒ Rezoning
- ☐ Final Plat / Site Plan
- ☐ Vacation of Right-of-Way
- ☐ Board of Adjustments
- ☐ Vacation of Easement
- ☐ Other _____

INFORMATION

APPLICANT		PROJECT	
Name	Clyde & Gwen Hopper	Project Location	1310 Reed Road
Address	391 Ravenwood Circle	Existing Use	Vacant Land
Phone	417-389-3482	Proposed Use	Apartments
Contact Person Name	Clyde Hopper	Existing Zone	R-1
Contact Person Phone	417-389-3482	Proposed Zone	C-3

SIGNATURE OF OWNERS & DATE

The above information and the attached list of property owners and the area map are true and accurate to the best of my knowledge.

Clyde B. Hopper — 5-22-2024
Signature of Owner — Date

Gwendolyn F. Hopper — 5-22-24
Signature of Co-Owner — Date

Staff Use Only

Application Accepted...

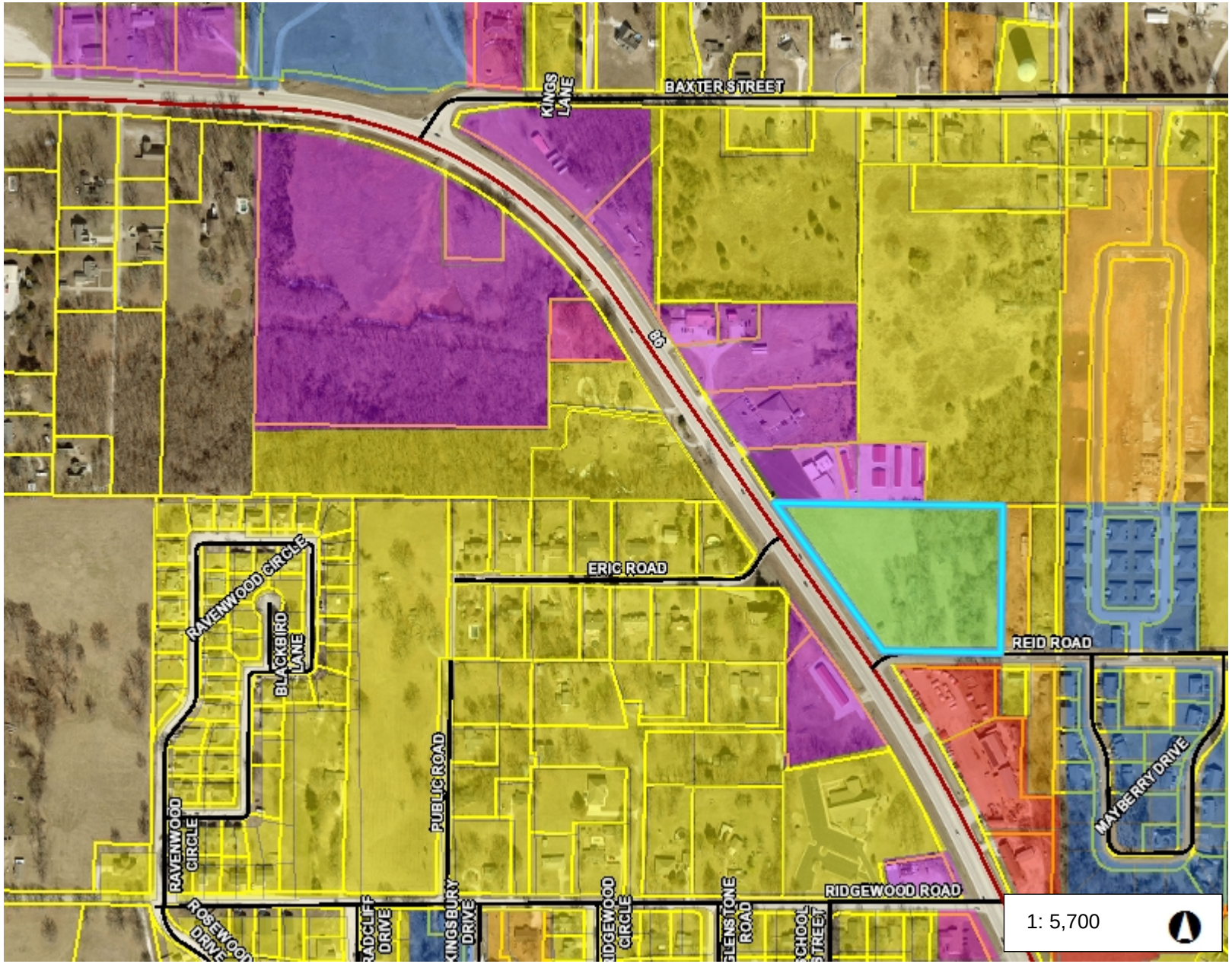
Date _____

Time _____

By _____

- ☐ Application Fee Received
- ☐ Deed Attached
- ☐ Parcel Map Attached
- ☐ Property Owners Within 200 Ft Attached
- ☐ Publication Fee Received

Neosho, MO



950.1 0 475.03 950.1 Feet

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legend

Neosho Streets

- <all other values>
- INTERSTATE
- U.S. HIGHWAY
- STATE HIGHWAY
- ALLEY
- CITY STREET
- NAMED COUNTY ROAD
- PLATTED/UNDEVELOPED
- UNNAMED
- VACATED STREET

Zoning

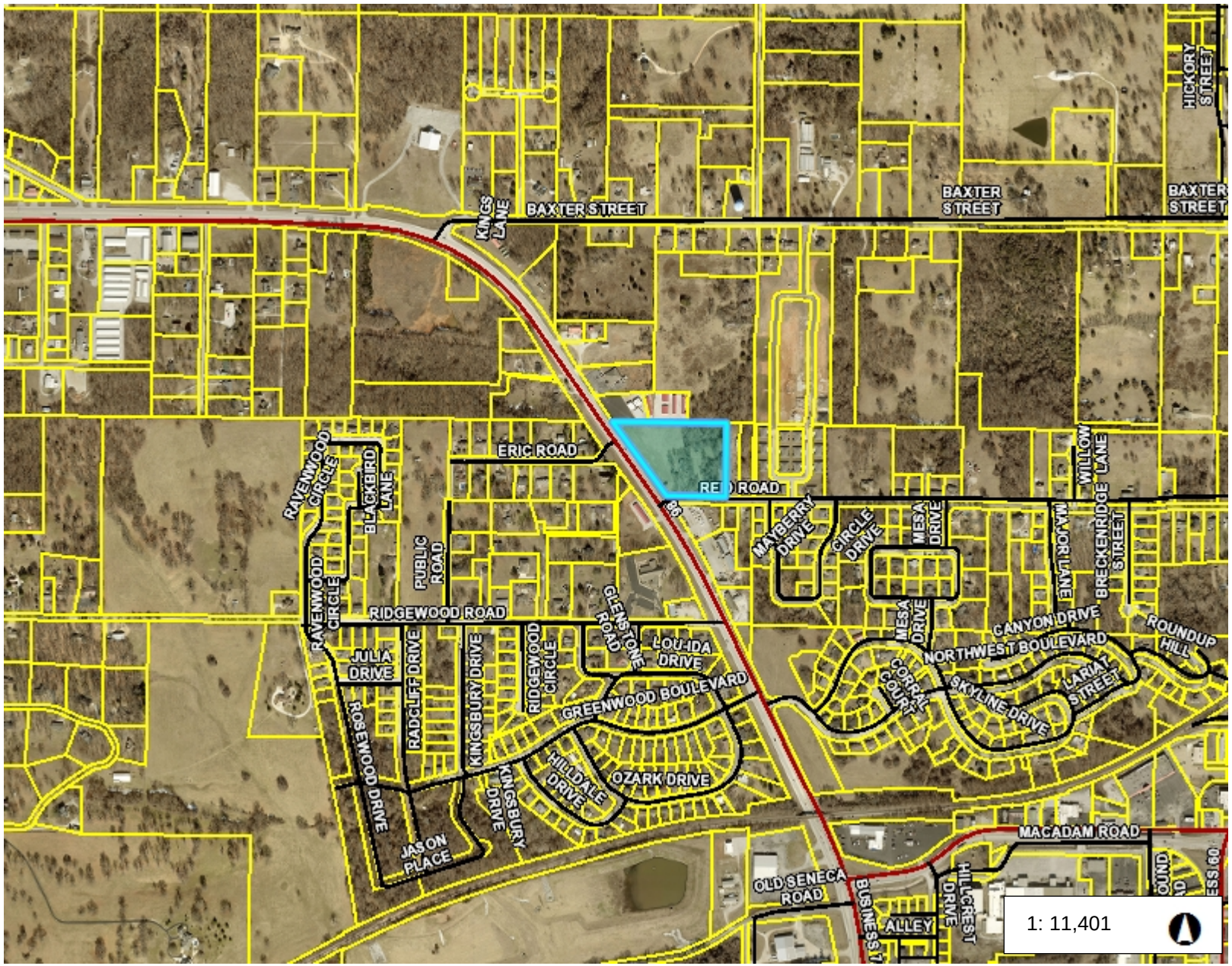
- AG
- R-1
- R-2
- R-3
- C-0
- C-1
- C-2
- C-3
- M-1
- M-2
- RD-1

Parcel

Notes

Hopper Property

Neosho, MO



1,900.1 0 950.06 1,900.1 Feet

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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legend

Neosho Streets

- <all other values>
- INTERSTATE
- U.S. HIGHWAY
- STATE HIGHWAY
- ALLEY
- CITY STREET
- NAMED COUNTY ROAD
- PLATTED/UNDEVELOPED
- UNNAMED
- VACATED STREET

Parcel

Notes

Hopper Property

F

#27

Recorded in Newton County, Missouri

Recording Date/Time: 04/16/2024 at 08:37:52 AM

Book: 373 Page: 2211

Instr #: 202402236

Type: TRD

Pages: 2

Fee: $27.00 S 20240002030

RECORDER OF DEEDS SEAL NEWTON COUNTY, MO

Jennifer A. Childers

Recorder of Deeds

#128640

Trustee's Deed

THIS DEED, Made and entered into this 15th day of April, 2024, by and between Gary Paul Spicer, Trustee of the Gary Paul Spicer Revocable Trust dated October 19, 2006 party or parties of the first part, of Newton County, State of Missouri, **Grantor(s)** and Clyde B. Hopper and Gwendolyn F. Hopper, Trustees of the Clyde B. Hopper and Gwendolyn F. Hopper Revocable Trust dated August 29, 2002 party or parties of the second part, of Newton County, State of Missouri, **Grantee(s)**.

Grantee's mailing address is 391 Ravenwood Circle Neosho MO 64850

WITNESSETH, that the said party or parties of the first part, for and in consideration of the sum of One Dollar and other valuable considerations paid by the said party or parties of the second part, the receipt of which is hereby acknowledged, does or do by these presents GRANT, BARGAIN, AND SELL, CONVEY AND CONFIRM unto the said party or parties of the second part, the following described Real Estate, situated in the County of Newton and State of Missouri, to wit:

Part of the Southeast Quarter of the Northeast Quarter of Section 23, Township 25, Range 32, in the City of Neosho, Newton County, Missouri, described as beginning 178.6 feet West of the Northeast corner of the Southeast Quarter of the Northeast Quarter of Section 23, thence South 484.72 feet to the road known as Reid Road; thence West to the East boundary line of Highway 71; thence Northwesterly along the East line of said highway to a point due West of the beginning; thence East to the point of beginning.

TO HAVE AND TO HOLD THE SAME, together with all rights, immunities, privileges and appurtenances to the same belonging, unto the said party or parties of the second part forever, the said party or parties of the first part covenanting that said party or parties and the heirs, executors, administrators and assigns of such party or parties shall and will WARRANT AND DEFEND the title to the premises unto the said party or parties of the second part, and to the heirs and assigns of such party or parties forever, against the lawful claims of all persons whomsoever, excepting however, the general taxes for the calendar year 2024 and thereafter, and special taxes becoming a lien after the date of this deed.

IN WITNESS WHEREOF, the said party or parties of the first part has or have hereunto set their hand or hands the day and year first above written.

Gary Paul Spicer, Trustee

Gary Paul Spicer, Trustee

State of Missouri)
) ***ss.***
County of Newton)

On this 15th day of April, 2024 before me, the undersigned, a Notary Public in and for said County, personally appeared Gary Paul Spicer, Trustee of the Gary Paul Spicer Revocable Trust dated October 19, 2006 known to be the person or persons described in and who executed the foregoing instrument, and acknowledged that he executed the same as his free act and deed as Trustee of the Gary Paul Spicer Revocable Trust dated October 19, 2006.

Witness my hand and Notarial Seal subscribed and affixed in said County and State, the day and year in this certificate above written.

(Seal)

Lauren E Davis
Notary Public

My Term Expires: 5/16/2026

Lauren E. Davis
Notary Public - Notary Seal
STATE OF MISSOURI
Newton County
My Commission Expires: 05/16/2026
Commission # 14886129

Notice of Public Hearings

Neosho Planning and Zoning Board
June 11, 2024, at 6:00pm
Neosho City Council Chambers
203 East Main Street

Neosho City Council
June 18, 2024, at 7:00pm
Neosho City Council Chambers
203 East Main Street

Regarding rezoning of a property near the intersection of

Business 49 and Reid Road
Neosho, MO 64850

from a R-1 First Dwelling House District to a C-3, Commercial Business District.

Described as:

Part of the Southeast Quarter of the Northeast Quarter of Section 23, Township 25, Range 32, in the City of Neosho, Newton County, Missouri, described as beginning 178.6 feet West of the Northeast corner of the Southeast Quarter of the Northeast Quarter of Section 23, thence South 484.72 feet to the road known as Reid Road; thence West to the East boundary line of Highway 71; thence Northwesterly along the East line of said highway to a point due West of the beginning; thence East to the point of beginning.

Inquiries please contact:
Richard Leavens
Development Services Director
(417) 451-8050 x 103

City of Neosho CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE: June 18, 2024
ITEM: Bill No. 2024-52: Authorizing the Renaming of Hill and Sherman to Senior Hill and Alumni Way

ORIGINATING DEPARTMENT: City Manager
ATTACHMENT:

1. **Bill No. 2024-52 Authorizing Renaming Hill and Sherman to Senior Hill Alumni Way**
2. **Hill Street and Sherman Street Map**

PURPOSE:
To rename a portion of Sherman Street and Hill Street as presented.

BACKGROUND:
The Neosho City Council, per discussion, has agreed to rename a portion of West Hill Street and Sherman Street to show support for our Neosho High School graduates, past and present. The names selected reflect the city's support and efforts towards our Neosho Wildcats graduates.

The streets will be renamed accordingly:

West Hill Street from Oak Ridge Drive to the Neosho Blvd will be named "Senior Hill".
Sherman Street from Highland Place to Hill Street will be renamed "Alumni Lane"

RECOMMENDATION:
To approve the names as presented and authorize the Mayor to execute it.

COUNCIL BILL NO. 2024-52 **ORDINANCE NO. 530-2024**

AN ORDINANCE of the City of Neosho to rename a portion of Hill Street between Oak Ridge Drive and South Neosho Boulevard from Hill Street to "Senior Hill" and to rename a portion of West Sherman Street between Highland Place and Hill Street to "Alumni Lane."

WHEREAS, in honor of the rich history and tradition of the Neosho High School Wildcat Graduates the City Council for the City of Neosho deems it appropriate and fitting to rename a portion of Hill Street to "Senior Hill" and a portion of West Sherman Street to "Alumni Lane".

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

Section 1. That the City of Neosho public street of Hill Street between Oak Ridge Drive and South Neosho Boulevard be renamed to "Senior Hill" and the City of Neosho public street of West Sherman Street between Highland Place and Hill Street be renamed to "Alumni Lane."

Section 2. That City of Neosho personnel are authorized to take necessary actions to ensure that signage be erected and installed in the appropriate areas of both Senior Hill and Alumni Lane to signify said public street names as herein approved.

PASSED BY THE COUNCIL OF THE CITY OF NEOSHO, MISSOURI, this _____ day of _____, 2024, by a vote of _____.

_____
Richard Davidson, Mayor

ATTEST:

_____
Cheyenne Wright, City Clerk

APPROVED AS TO FORM:

_____
Derek A. Snyder, City Attorney

Neosho, MO

457.4 0 228.68 457.4 Feet

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legend

Notes

City of Neosho CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE: June 18, 2024
ITEM: Bill No. 2024-53: Amending Code Sections 705 and 710 Connection to Utilities

ORIGINATING DEPARTMENT: Development Services Department
ATTACHMENT:

1. **Bill No. 2024-53 Amending Ch 705 710 - Irrev Consents for Outside Users**
2. **Section 705 710 redline changes for outside users**

PURPOSE:
The purpose of this item is to gain the Council's approval for the mayor to sign an ordinance updating the city code for voluntary annexation into the city limits for connecting on to city water and/or sewer services.

BACKGROUND:
The staff is working towards enforcing voluntary annexation agreements that have been previously entered into with property owners outside the city limits. These ordinance changes are intended to clarify the intent and process for future agreements.

RECOMMENDATION:
Staff recommends that the council authorizes the mayor's signature.

AN ORDINANCE of the City of Neosho amending Title VII. Utilities, Chapter 705. Sewers and Sewage Disposal, Article III. Building Sewers and Connections, by repealing and replacing Section 705.210. Application for Service; and amending Chapter 710. Water, Article I. Generally, by repealing and replacing Section 710.040. Consumers Outside City and repealing and replacing Section 710.140. Extension to Users Not in City on June 7, 1977, or at Time Request is Made to require any outside city user applicant to irrevocably consent to future annexation at such time as deemed appropriate by the City of Neosho.

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

Section 1. That Title VII Utilities, Chapter 705 Sewers and Sewage Disposal, Article III Building Sewers and Connections, is amended by repealing and replacing Section 705.210 Application for Service and the same is hereby adopted to read as follows:

"Chapter 705. Sewers and Sewage Disposal"
"Article III. Building Sewers and Connections"

"Section 705.210 Application For Service.
"A. Connections Generally. Any person desiring or needing sewerage service from the City shall make written application for such service with the approving authority. The applicant shall state all information necessary to both the billing office and the Service Department, and shall agree to comply with all provisions of this Article and with any other ordinance affecting sewer services.

B. Connections Outside City. Any outside city user seeking connection of services to the City Sewer System must make application to the City Council for approval. The applicant shall irrevocably consent to future annexation at such time the property of the applicant becomes contiguous and compact to the limits of the City and authorize the City to file a voluntary petition for annexation by the owner of the property at such time annexation is deemed appropriate by the City of Neosho. This requirement shall remain in effect in the event the system and equipment used by the City are operated or owned separate from the City."

Section 2. That Title VII Utilities, Chapter 710 Water, Article I. Generally is amended by repealing and replacing Section 710.040. Consumers Outside City and the same is hereby adopted to read as follows:

"Chapter 710. Water"

"Article I. Generally"

"Section 710.040. Consumers Outside City.
No water service connection may be made to the City Water System to serve property outside the City except upon application to the City Council for approval and pursuant to the conditions as set forth in Section 710.140 and other requirements in this Chapter 710. This requirement shall remain in effect in the event the system and equipment used by the City are operated or owned separate from the City."

Section 3. That Title VII Utilities, Chapter 710 Water, Article I. Generally is amended by repealing and replacing Section 710.140. Extension to Users Not in City on June 7, 1977, or at Time Request is Made and the same is hereby adopted to read as follows:

"Chapter 710. Water"

"Article I. Generally"

"Section 710.140. Extension to Users Not in City on June 7, 1977, or at Time Request is Made.
A.

The City may extend water mains and water service to persons not in the corporate limits of the City on June 7, 1977, or not in the corporate limits of the City at the time they request water service, if approved by City Council and if the following conditions are met:

1. The place desiring water service whether residential, development, subdivision, business or whatever, agrees in writing that any construction, development, subdividing or other activity to be done on the tract of land requesting water hookup, be done in accordance with all City codes, ordinances and regulations;

2. The applicant for water hookup be all the owners, of any interest in the property to be served, and petition to be annexed to the City if the property is currently contiguous and compact to the limits of the City;

3. The applicant desiring water hookup but that property is not currently contiguous and compact to the limits of the City, that applicant shall irrevocably consent to future annexation at such time the property of the applicant becomes contiguous and compact to the limits of the City and authorize the City to file a voluntary petition for annexation by the owner of the property at such time annexation is deemed appropriate by the City of Neosho. The applicant shall also submit easements signed by all property owners lying between him/her and the City to be annexed to the City for extension of the mainline to the that the person desiring water hookup;

4. The applicant pay for the cost of laying the pipe and all other costs involved in extending the waterline; including acquisition of any and all necessary easements as may be required by the City Manager or City Attorney;

5. The waterline be laid where directed by the appropriate City Official and according to the specifications set out by the City Building Inspector or other appropriate City Officials; pursuant to the ordinances, codes and other regulations of the City;

6. The applicant pay the costs of an annexation election if a special election is deemed advisable by the City Council;

7. In addition to the normal water rate charged, the applicant and all users on the extension line will pay, each month, to the City a figure in lieu of taxes, being one twelfth (1/12) of the total amount of what the tax would be were the property in the City limits of the City, such sum to be paid with their water bill and the amount thereof determined by the City Collector."

Section 4. All ordinances or parts of ordinances in conflict herewith are hereby repealed, but shall otherwise remain in full force and effect.

Section 5. This Ordinance shall be effective _____, 2024.

PASSED BY THE COUNCIL OF THE CITY OF NEOSHO, MISSOURI, this _____ day of _____, 2024, by a vote of _____.

_____
Richard Davidson, Mayor

ATTEST:

_____
Cheyenne Wright, City Clerk

APPROVED AS TO FORM:

_____
Derek A. Snyder, City Attorney

Section 705.210. Application For Service.

A. Any person desiring or needing sewerage service from the City shall make written application for such service with the approving authority. The applicant shall state all information necessary to both the billing office and the Service Department, and shall agree to comply with all provisions of this Article and with any other ordinance affecting sewer services.

B. B. Connections Outside City. Any outside city user seeking connection of services to the City Sewer System must make application to the City Council for approval. The applicant shall irrevocably consent to future annexation at such time the property of the applicant becomes contiguous and compact to the limits of the City and authorize the City to file a voluntary petition for annexation by the owner of the property at such time annexation is deemed appropriate by the City of Neosho. This requirement shall remain in effect in the event the system and equipment used by the City are operated or owned separate from the City.

Section 710.040. Consumers Outside City.

No water service connection may be made to the City Water System to serve property outside the City except upon application to the City Council for approval and pursuant to the conditions as set forth in Section 710.140 and other requirements in this Chapter 710. This requirement shall remain in effect in the event the system and equipment used by the City are operated or owned separate from the City.~~.~~

Section 710.140. Extension to Users Not in City on June 7, 1977, or at Time Request Is Made.

A.

The City may extend water mains and water service to persons not in the corporate limits of the City on June 7, 1977, or not in the corporate limits of the City at the time they request water service, if approved by City Council and if the following conditions are met:

1.

The place desiring water service whether residential, development, subdivision, business or whatever, agrees in writing that any construction, development, subdividing or other activity to be done on the tract of land requesting water hookup, be done in accordance with all City codes, ordinances and regulations;

2.

The applicant for water hookup be all the owners, of any interest in the property to be served, ~~and that they agree in writing to be annexed to the City;~~ and petition to be annexed to the City if the property is currently contiguous and compact to the limits of the City;

3. The applicant desiring water hookup but that property is not currently contiguous and compact to the limits of the City, that applicant shall irrevocably consent to future annexation at such time the property of the applicant becomes contiguous and compact to the limits of the City and authorize the City to file a voluntary petition for annexation by the owner of the property at such time annexation is deemed appropriate by the City of Neosho. The applicant shall also submit easements signed by all property owners lying between him/her and the City to be annexed to the City for extension of the mainline to the that the person desiring water hookup;

~~The property desiring water hookup be adjacent to the City or that the applicant submit written approval of all property owners lying between him/her and the City to be annexed to the City and that the person desiring water hookup allow any person to tap onto the waterline extension;~~

4.
The applicant pay for the cost of laying the pipe and all other costs involved in extending the waterline; including acquisition of any and all necessary easements as may be required by the City Manager or City Attorney;

5.
The waterline be laid where directed by the appropriate City Official and according to the specifications set out by the City Building Inspector or other appropriate City Officials; pursuant to the ordinances, codes and other regulations of the City;

6.
The applicant pay the costs of an annexation election if a special election is deemed advisable by the City Council;

7.
In addition to the normal water rate charged, the applicant and all users on the extension line will pay, each month, to the City a figure in lieu of taxes, being one twelfth (1/12) of the total amount of what the tax would be were the property in the City limits of the City, such sum to be paid with their water bill and the amount thereof determined by the City Collector.

City of Neosho CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE: June 18, 2024
ITEM: Bill No. 2024-54: Amending Code Section 605.040 Certain Insurance Policies

ORIGINATING DEPARTMENT: City Manager
ATTACHMENT:
1. **Bill No. 2024-54 Amending Code Section 605.040 Certain Insurance Policies**

PURPOSE:
To update section (A)(6) of Section 605.040.

BACKGROUND:
Staff recently updated section 605.040, certain insurance policies, ect. and bonding requirements. This section was inadvertently removed from the code as it relates to city's projects and performance bonding. This should not have been removed to comply with RSMo 107.170.

RECOMMENDATION:
To approve the ordinance as submitted and authorize the Mayor to execute it.

City of Neosho CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE: June 18, 2024
ITEM: Bill No. 2024-54: Amending Code Section 605.040 Certain Insurance Policies

ORIGINATING DEPARTMENT: City Manager
ATTACHMENT:
1. Bill No. 2024-54 Amending Chapter 605.040(A)(6) Bus Licenses- Bonding

PURPOSE:
To update section (A)(6) of Section 605.040.

BACKGROUND:
Staff recently updated section 605.040, certain insurance policies, ect. and bonding requirements. This section was inadvertently removed from the code as it relates to city's projects and performance bonding. This should not have been removed to comply with RSMo 107.170.

RECOMMENDATION:
To approve the ordinance as submitted and authorize the Mayor to execute it.

AN ORDINANCE of the City of Neosho amending Title VI Business and Occupation of the Code of Ordinances by amending Chapter 605 Licenses and Miscellaneous Business Regulations to add a new paragraph Section 605.040(A)(6) Bonding Requirements to amend contractor bonding requirements if performing work for the City of Neosho to the City Code of Ordinances.

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

Section 1. That Title VI Business and Occupation of the Code of Ordinances, Chapter 605 Licenses and Miscellaneous Business Regulations Section 605.040(A)(6) Bonding Requirements is amended by adding paragraph (A)(6) Bonding Requirements and the same is hereby adopted to read as follows:

"Section 605.040 **Certain Insurance Policies, Etc., Required Before Issuance of Licenses for Plumbers, Electricians, Contractors and Subcontractors.**

"A.""6. *Bonding requirements.* Unless otherwise provided, if a contractor performs work for the City of Neosho, the cost of which is estimated to exceed fifty thousand dollars ($50,000.00), a performance bond running to the City, to the contract amount. Refer to RSMo 107.170."

Section 2. All ordinances or parts of ordinances in conflict herewith are hereby repealed, but shall otherwise remain in full force and effect.

Section 3. This Ordinance shall be effective _____, 2024.

PASSED BY THE COUNCIL OF THE CITY OF NEOSHO, MISSOURI, this _____ day of _____, 2024, by a vote of _____.

_____
Richard Davidson, Mayor

ATTEST:

_____
Cheyenne Wright, City Clerk

APPROVED AS TO FORM:

_____
Derek A. Snyder, City Attorney

City of Neosho CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE: June 18, 2024
ITEM: Resolution Bill No. 2024-32: Real Estate Purchase 301 N. Wood Street

ORIGINATING DEPARTMENT: City Manager
ATTACHMENT:

1. **Resolution Bill No. 2024-32 Real Estate Purchase 301 N. Wood Street**
2. **Agreement for the purchase of 301 N. Wood Street**

PURPOSE:
To approve a Resolution for the purchase of 301 North Wood Street.

BACKGROUND:
The property is being purchased for the future site of the Public Safety Center for the Neosho Police and Fire Departments.

RECOMMENDATION:
To approve the Resolution and authorize the Mayor to execute it.

Resolution Bill No. 2024-32

A RESOLUTION approving a Real Estate Purchase Contract between the City of Neosho, Missouri and Blackacre Properties, LLC, a Missouri limited liability company for the purchase of certain real property located at 301 North Wood Street in the City of Neosho, for the not to exceed price of One Hundred Forty-Five Thousand and 00/100 Dollars ($145,000.00) and authorizing the City Manager to execute the same by and on behalf of the City of Neosho.

WHEREAS, it is in the best interest of the City of Neosho, Missouri, and its residents for the City to acquire certain real property located in the City at 301 N. Wood Street for future use by the City; and

WHEREAS, the City of Neosho and Blackacre Properties, LLC, agreed to enter into a Real Estate Purchase Contract for the City to purchase and acquire from Blackacre Properties, LLC, said real property.

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

Section 1: The City of Neosho, Missouri, hereby approves the Real Estate Purchase Contract by and between the City of Neosho and Blackacre Properties, LLC, with a Purchase Price to be the sum of One Hundred Forty-Five Thousand and 00/100 Dollars ($145,000.00)**,** a true and accurate copy of said Agreement being attached hereto and incorporated as Exhibit "A," be and the same is hereby approved.

Section 2. That the City Manager shall be authorized and directed to execute said Contract by and on behalf of the City of Neosho.

Section 3. That the City Manager is hereby authorized and directed to close the purchase of property described therein, in accordance with said contract, and to execute all necessary documents to effectuate the same.

Section 4: This Resolution shall be in full force upon June ____, 2024, and all other resolutions in conflict herewith are repealed.

PASSED BY THE COUNCIL OF THE CITY OF NEOSHO, MISSOURI, this ____ day of June, 2024, by a vote of _____.

_____
Richard Davidson, Mayor

ATTEST:

_____
Cheyenne Wright, City Clerk

APPROVED AS TO FORM:

_____
Derek A. Snyder, City Attorney

CONTRACT FOR SALE OF REAL ESTATE

THIS AGREEMENT is made and entered into the day and year below executed, by and between:

SELLER: **Blackacre Properties, LLC,** and

BUYER: **City of Neosho.**

The parties hereby agree as follows:

1. **Real Estate Sold**. By and in consideration of the mutual covenants herein contained, BUYER agrees to buy and SELLER agrees to sell on the terms and conditions herein set forth, all SELLER'S title and interest in certain real estate located in Newton County, Missouri, commonly known as **301 N. Wood St., Neosho, MO,** hereinafter referred to as the "Property", and legally described as follows: **All of Lot 2 in Roberts Addition to the city of Neosho, Newton County, Missouri.**

2. **Purchase Price**. The purchase price for said Property is the sum of **One Hundred Forty-Five Thousand Dollars ($145,000.00)** which shall be paid at the time of closing by cash or certified funds, along with all closing costs and adjustments.

3. **Conveyance of Title**. SELLER shall convey title to the above-described Property by Warranty Deed, a title good and marketable in fact, free and clear of all interest, liens and encumbrances.

4. **Examination and Evidence of Title**. BUYER shall have until closing to examine the title and make any objections to title exceptions, which objections shall be made in writing and delivered to SELLER. If BUYER fails to make written objections by the scheduled closing date, then BUYER shall be deemed to have waived any right to make such objections. SELLER shall use due diligence to meet BUYER'S objections by removing any objected to encumbrance or defect; if SELLER is unable to do so by closing then BUYER may terminate this agreement. BUYER shall be responsible for the cost of any title search, commitment, and any title insurance premium.

5. **Taxes**. Property is sold subject to 2024 taxes. SELLER shall only be responsible for the payment of all property taxes for 2023 and prior years.

6. **Closing**. This sale shall close at Newton County Abstract and Title, 107 W. Main Street, Neosho, on or before the date 90 days following the date of last signature on this Contract, or as otherwise agreed by the parties in writing. At said closing all monies and papers shall be delivered and all other things called for by this Contract shall be completed. All closing costs shall be paid by BUYER.

7. **Possession**. BUYER shall take possession at Closing.

8. **Condition of Property**. BUYER acknowledges that said property and improvements are purchased "as is". SELLER makes no representations whatsoever with respect to the property.

9. **Removal of Fixtures and Improvements**. BUYER acknowledges that it intends to demolish all improvements located on the Property. SELLER shall have until Closing to remove any fixtures or improvements whatsoever from the Property, but shall in no event leave the Property in an unsafe or hazardous condition.

10. **Current Tenant**. Parties acknowledge that the Property is currently subject to a month-to-month residential lease. SELLER agrees to promptly provide the appropriate written notice to the tenant of the termination of lease and written demand of tenant to vacate the Property on a date prior to Closing.

11. **Loss**. If any of the Property or improvements are damaged prior to closing, all insurance proceeds shall be that of SELLER, and SELLER shall be under no obligation to repair any improvements to the Property.

12. **1031**. BUYER acknowledges that SELLER may desire to sell the Property as part of a like-kind exchange pursuant to Section 1031 of the Internal Revenue Code. BUYER agrees to cooperate with SELLER and its qualified intermediary in connection with any such exchange.

13. **Successors in Interest**. This Contract shall be binding upon the parties hereto, their successors and assigns.

14. **Entire Agreement**. This Contract constitutes the entire Contract between the parties and supersedes all previous discussions and agreements, and this Contract may not be modified by any party except in writing, executed by the party to be charged with the modification.

The parties acknowledge that they have read and agreed to the terms and conditions of this Contract, and that they understand it will become legally binding upon their signing below.

SELLER:

_____ _____

Blackacre Properties, LLC **Date**
By David Sims, Member
david@simslawoffice.com

BUYER:

_____ _____

City of Neosho **Date**
By David Kennedy, City Manager
d.kennedy@neoshomo.gov

City of Neosho CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE: June 18, 2024
ITEM: Resolution Bill No. 2024-33: Lampo Building and Municipal Auditorium Rental Policy and Fees

ORIGINATING DEPARTMENT: Human Resources Department
ATTACHMENT:
1. **Res. Bill No. 2024-33 Auditorium and Lampo Fees and Rental**

PURPOSE:
The purpose of this item is to simplify our current rental policy and rental agreement fees.

BACKGROUND:
Currently, our rental policy and fees are difficult to follow and manage for both staff and renters of the venues. We have simplified the policies and rates for better manageability for both staff and renters.

RECOMMENDATION:
Staff recommends council to approve the Lampo Building and Auditorium Rental Policy and Fees.

Resolution Bill No. 2024-33

A RESOLUTION of the City of Neosho, Missouri, setting certain terms, fees and regulations for the Neosho Municipal Auditorium and Lampo Center/Building.

WHEREAS, it has been determined that in the interest of public health and welfare the City shall set certain terms and regulations for the proper continued operation of the Neosho Municipal Auditorium and Lampo Center.

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

Section 1: The City of Neosho adopts and sets different fees for the use of the Neosho Municipal Auditorium and Lampo Center/Building.

Section 2: That these fees are subject to change upon and request by the City Manager to the Council, with subsequent approval by the Council.

Section 3: The City Manager may waive or reduce rental fees for the Neosho Municipal Auditorium and Lampo Center/Building.

Section 4: No rental fee waivers or reductions will be granted in the following situations:

A. Business, commercial, or corporate events;
B. Family gatherings;
C. Events that charge a fee for attendance or participation; and
D. Political or religious events

Section 5: This resolution shall be in full force and effect upon final passage and approval, and all other resolutions in conflict herewith are repealed.

ADOPTED this 18th day of June 2024.

CITY OF NEOSHO, CITY COUNCIL

_____
Richard Davidson, Mayor

APPROVED:

_____
Derek A. Snyder, City Attorney

ATTEST:

_____
Cheyenne Wright, City Clerk

CITY SEAL

Lampo Building

Rental Times:

- 6:30am – 11:30am
- 12:00pm – 5:30pm
- 6:00pm – 11:00pm

Deposit:

- No Admission Fee or Ticket Charge $200.00
- Charging Admission/Selling tickets $500.00

Rental Fees:

- Whole Building (per rental time) $100.00
- Whole Building $500.00
  Charging Admission/Selling Tickets

Other Fees:

- Alcohol Fee (non-refundable) $125.00
- Overtime Employee $30.00/hr
  Required for 75+ people and events with alcohol
  **May be waived at City Manager's discretion*
- Overtime Police Officer $35.00/hr
  Required for 300+ people

Special Rental Fees:

- Non-Profit $50.00

*A 501(c)(3,4,5, OR 6) Nonprofit, tax-exempt groups organized under section 501(c) of the Internal Revenue Code that can engage in varying amounts of political activity, depending on the type of group. Must provide proof of nonprofit status.

Neosho Municipal Auditorium

Deposit:

- No Admission Fee or Ticket Charge $200.00
- Charging Admission/ Selling tickets $750.00

Rental Fees:

- East Wing $125.00
  Monday – Thursday

- Whole Building $450.00

- Whole Building $750.00
  and Charging Admission/Selling Tickets

Other Fees:

- Alcohol Fee (non-refundable) $125.00

- Overtime Employee $30.00/hr
  Required for 75+ people and events with alcohol
  **May be waived at City Manager's discretion*

- Overtime Police Officer $35.00/hr
  Required for 300+ people

- Lights & Sound $15.00/hr

Special Rental Fees:

- Non-Profit (w/Deposit) $50.00

*A 501(c)(3,4,5, OR 6) Nonprofit, tax-exempt groups organized under section 501(c) of the Internal Revenue Code that can engage in varying amounts of political activity, depending on the type of group. Must provide proof of nonprofit status.

City of Neosho CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE: June 18, 2024
ITEM: Resolution Bill No. 2024-34: Destruction of Records

ORIGINATING DEPARTMENT: City Clerk
ATTACHMENT:
1. **Res. Bill No. 2024-34 Destruction of Records**
2. **Destruction of Records**

PURPOSE:
The purpose of this resolution is to comply with State procedures for the retention and destruction of municipal records.

BACKGROUND:
RSMo 109.230 states: The director shall, with due regard for the functions of the agencies concerned, and subject to the approval of the Secretary of State: (4) Publish lists of records authorized for disposal or retention. City Code Section 110.390 states the City Clerk shall have custody of and shall safely keep the public records, the original rolls of ordinances and resolutions of the City Council, such other records, documents and papers of public nature as may be delivered into his/her custody.

RECOMMENDATION:
Staff recommends Council approve Resolution Bill No. 2023-34 and authorize the Mayor to execute.

Resolution Bill No. 2024-34

A RESOLUTION OF THE CITY OF NEOSHO, MISSOURI, NOTIFYING THE COUNCIL OF THE DESTRUCTION OF CITY RECORDS

WHEREAS, the Secretary of the State of Missouri has established a procedure for the retention and destruction of municipal records, and

WHEREAS, the City Clerk has processed Neosho records in accordance with the guidelines set out in said section, RSMo. 109.230 (4)

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

Section 1: That those city records which have met the retention requirements as set forth by RSMo. 109.230(4) and are recommended for disposal by the State of Missouri are attached hereto as Exhibit A and incorporated herein by reference.

Section 2: That the City Clerk as the Custodian of Records of the City of Neosho is hereby authorized to dispose of the city records listed in Exhibit A in accordance with RSMo. 109.230 (4).

Section 3: This resolution shall be in full force and effect upon final passage.

ADOPTED this 18th day of June 2024.

CITY OF NEOSHO, CITY COUNCIL

_____

Richard Davidson, Mayor

APPROVED:

_____

Derek A. Snyder, City Attorney

ATTEST:

_____

Cheyenne Wright, City Clerk

CITY SEAL

City of Neosho
Records Program Disposition List

Department Finance / Payroll Submit Form to City Clerk

The following records have met their retention schedule and are recommended for disposal under RSMo 109.230 subsection 4. The officeholder with jurisdiction over these records may elect to take the following action: store the records, destroy the records, or de-accession the records. If the records are destroyed or donated to a local historical agency, the action should be recorded in the City Council minutes with the record series and inclusive dates.

Records to be destroyed are as follows:

Record Series Title	Inclusive Dates		Cubic Feet
	From	To	
GS068	Jan-22	Sep-23	7

I hereby certify to the best of my knowledge, that the records described herein are not needed in the transaction of current business and no longer possess sufficient administrative, legal, historical or fiscal value to warrant further keeping. I also certify it has net the retention as governed by law.

Signature	Title	Date
[illegible]	Finance Director	5/23/24

City of Neosho CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE: June 18, 2024
ITEM: Public Safety Center RFQ

ORIGINATING DEPARTMENT: Police Department
ATTACHMENT:

1. **Archimages Bid**
2. **Chiodini Bid**
3. **Esterly Bid**
4. **HDesignGroup Bid**
5. **Hight Jackson Bid**
6. **Kinetic Bid**
7. **Paragon Bid**
8. **Police Facility Design Group Bid**
9. **SAPP-JEMA Bid**

PURPOSE:
To select an architect company for the Neosho Public Safety Center.

BACKGROUND:
Over the past few months, a committee was formed to evaluate and select a proper architect company to design and oversee the construction of a future Neosho Public Safety Center. A Request for RFQ was sent out and nine RFQs were received. The committee reviewed and interviewed several companies and decided on the Police Facility Design group from Kansas City. Staff will now begin negotiations of a contract with the Police Facility Design group that will be brought back to the council for approval.

RECOMMENDATION:
Allow the Public Safety Building Committee to continue with the formulation of a contract with the Police Facility Design Group for architect services.

Archimages

Request for Qualifications:

Public Safety Center Design Services

14205 W. 95TH STREET
LENEXA, KS 66215
(913) 378-9533
ARCHIMAGES-STL.COM

PREPARED FOR
City of Neosho

APRIL 26, 2024

NEOSHO
CITY OF SPRINGS

Archimages

April 26, 2024

City of Neosho
City Clerk's Office
203 East Main
Neosho, Missouri 64850

RE: Letter of Interest, RFQ - Public Safety Center Design Services

---

Archimages is pleased to submit qualifications in response to the City of Neosho's RFQ for Public Safety Design Services. **Project understanding:** We understand the City desires a new combined public safety facility for the fire and police departments that will meet anticipated growth for the next 20 years. The joint facilities will consider sharing space between the two departments. A project site has been selected. ***Please see Section 1 "Project Understanding" for a detailed narrative.***

Archimages' has successfully completed 250+ municipal/public safety facilities throughout the Midwest. Our award-winning designs create functional facilities that are relevant for 20+ years and provide for future expansion from both site and structure standpoints. We present the City with a powerfully unified team steeped in knowledge and years of hands-on experience with design of public safety/police/fire station projects.

We provide the City of Neosho with:

- **Guaranteed availability** of all principal and support level personnel in all disciplines.
- **Extensive experience** in facility needs and site assessment, cost estimation, programming, planning, design, and construction administration.
- **Proven A/E team performance** with a solid reputation and successful teaming history on public safety facility projects.
- **Passionate focus** by all team members to provide creative solutions that exceed expectations while adhering to established budgets and schedules.

I express my appreciation for your time during our meeting on April 9th. The detailed information we gathered furthered our enthusiasm for a relationship with the City and solidified our thoughts that Archimages is the "Right Fit" for your proposed project.

We truely believe the **Archimages** team offers a unique blend of experience, talent, and knowledge that will ensure your project success! We respectfully request an interview with your selection committee to demonstrate our passion for this project and discuss the City of Neosho's next steps.

Most sincere regards,

Kile Morrison, RA, NCARB
Director, Project Manager
(913) 378-9533

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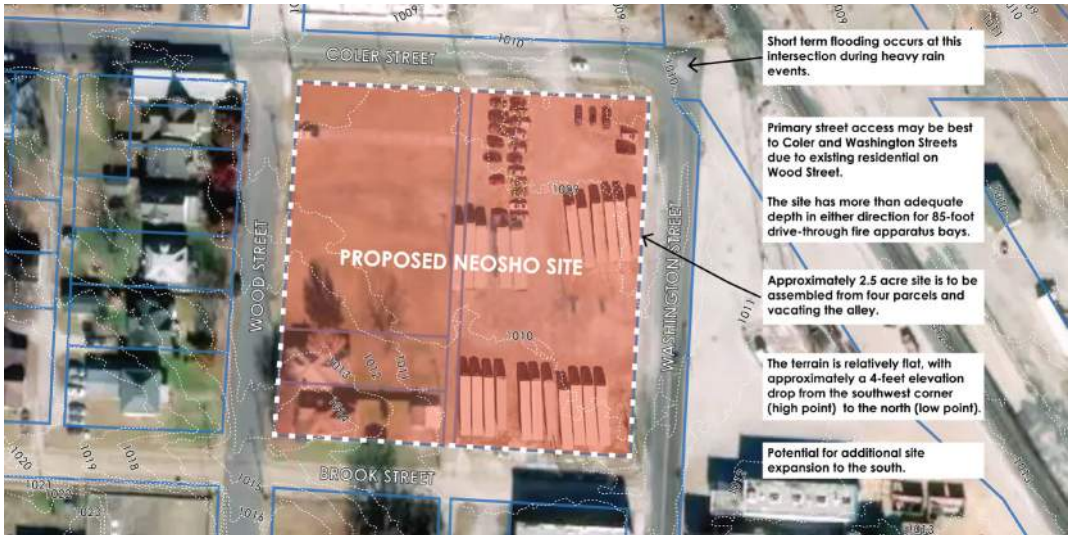
Section 1
Project Understanding

Project Understanding



PROJECT UNDERSTANDING

Archimages understands the The City of Neosho desires a professional architect to provide full programming, design, construction documents, bidding, construction administration, warrenty review, operations manuals, and As-Built drawings for a new combined public safety facility for the Police and Fire Departments. The facility should meet anticipated growth for the next 20 years.

Project Site:

The project site is about 2.5 acres. It is located at the intersection of Coler and Washington Streets with industrial to the north and west and residential to the east. The County Jail is across the intersection to the northwest. Multiple parcels will be assembled into a single site for the project, and it may therefore be necessary to replat into a single parcel. In the replating process the north-south alley will be vacated.

Topography from GIS indicates the site is relatively flat and site drains generally from south to north with about 4-feet of fall. It is served by all utilities. An overhead power line runs along the alley and will need to be removed or relocated. In our meeting with city staff we were told that the intersection of Coler and Washington experiences temporary short-term flooding in some heavy rain events, and it may be necessary to address that issue in this project.

It is our understanding that the City may also be interested in planning efforts to consider using the property to the south of Brook Street.

Combined Facility - Shared Elements:

This project will provide a new, combined police and fire facility. As envisioned, the two departments could **share an entrance lobby, reception area, conference room(s), a training room and fitness room.** It will be important to consider the individual needs for **security and public access** for each department in designing this combined-use space. Both departments have **historical items that could be displayed in the lobby.**

Individual Department Needs:

The **Police Department** area of the facility will include office/administrative space, break room, locker room/restrooms, patrol room, interview rooms near lobby, uniform/equipment storage, records vault, two bay vehicle garage with adjacent armory and evidence processing & storage. Covered parking spaces for police vehicles and/or additional garage space would also be desirable. It is not necessary to include a sally port or holding cells as these are available across the street at the county facility.

The **Fire Department** area of the building will include administrative offices, six 85-foot-deep apparatus bays with adjacent gear storage and decontamination room, rear storage, individual bunk rooms (up to 5 personnel), kitchen, dining, and dayroom spaces. The design will need to consider cancer prevention measures and carcinogen mitigation as is typical in fire station design today ***(see Section 5 for further information on prevention and mitigation)***.

CRITICAL DESIGN ELEMENTS FOR COMBINED PUBLIC SAFETY FACILITIES

- Clarity of public access/ parking to entries and non-secure areas.
- Separation of secure area for fire and police (i.e. evidence, secure records).
- Provide for secure police fleet and fire apparatus circulation and parking.
- Development of potential shared space for police and fire staff.
- Clear site and facility wayfinding signage.

Section 2
Firm Overview

BY THE NUMBERS

36
Years
in Business

29
Staff
Members

15
Years
Average Employee
Tenure
(consistent team)

90
Percent
Referral Based
Business

Firm Overview

Public Safety Experts

Archimages has provided full service architectural and interior design services since 1988. Founding principals Greg Garner and Jim Huber as well as principals Roy Mangan, Joe Carey, and Katie Kramer continue to grow the business through responsive client interactions, unique designs, and use of a consistent design team. **We have garnered an exceptional reputation as municipal facility experts -providing complete projects that address the needs and, often limited, budgets of clients.**

Robust Services

Archimages has completed 100+ public safety stations and 250+ municipal projects for municipalities, districts, and departments. We provide a full continuum of services from facility needs and site assessments, programming, master planning and design through construction closeout. Our architects are skilled in phasing, new construction and renovation projects and will navigate the City of Neosho through complexities and all project phases. Archimages will provide solutions that reflect state-of-the-art design standards and industry protocols.

Design for Long-Term Savings

Our team designs with energy and maintenance costs in mind. Our designs takes into account not only initial costs but lifetime costs of the building to ultimately save our clients money.

Design for Image & Brand

Archimages understands the importance of achieving and maintaining an appropriate image through architecture. Our designs draw from a variety of elements that form the fabric of a client's brand. The results are facilities that uniquely represent and communicate the client's image and mission.

Honors & Awards

- 2023 Notable Station Award, Firehouse Station Design Award - Fenton Fire PD, New HQ/Training/Station #2 & Maintenance Campus
- 2021 American Public Works Association Award - Kansas City Kansas Fire Dept. Station #12
- 2017 American Public Works Association Award - Olivette Municipal Center
- 2017 Silver Station Award, Fire Chief Association, Olivette Municipal Center
- 2017 Project of the Year Award, Public Works Association, Olivette Municipal Center
- 2009 Notable Station Award, Fire Chief Association, Mehlville Fire PD, Station No.2
- 2004 Bronze Station Award, Fire Chief Publications, Kirkwood Fire Dept., Station No.2
- Multiple LEED awards

EXPERTISE

36 Years & 250+ Municipal Facilities

CONFIRMED

Proven team performance on prior municipal projects

CONTACT
Kile Morrison, AIA
Project Manager
(913) 944-3357

OFFICE LOCATION
14205 W. 95th Street
Lenexa, KS 66215

IN-HOUSE SERVICES
Architectural Design
Interior Design
Space Planning
Site Feasibility Studies
Facility Assessments
LEED / Sustainable Design
Master Planning
Bond Issue Assistance
Project Management
Budget / Cost Management
Graphic Design
Signage Specification
Furniture Specification
Artwork Specification
Construction Contract Admin
Warranty Review
Operations Manuals
As-Built Drawings

Subconsultants

Past Working History

Archimages has cultivated exceptional relationships with each of our subconsultants through prior municipal and public safety projects including combined and stand alone police, fire, and EMS stations. Our team members have developed clear efficiencies in communication and design processes. **With our methods firmly established, we are a powerfully unified team focused on serving the City of Neosho.**

Horner & Shifrin

MEP, FP Engineering, Security/IT

Horner & Shifrin, Inc. is a professional service organization with offices in St. Louis, Missouri and O'Fallon, Illinois. Horner & Shifrin offers comprehensive M.E.P., FP, Technology, Security, AV engineering and design services in all phases of a project, including planning, development, design, and construction administration.
20+ year relationship with Archimages.

Experience:
- (Combined) Eureka City Hall/Police Station (MO)
- (Combined) Rock Hill City Hall/Police & Fire Station Campus (MO)
- (Combined) Olivette City Hall/Police/Fire Station (MO)
- (Combined) Ellisville City Hall/Courts & Police (MO)
- Berkeley New Police Station (MO)
- Creve Coeur Police, New Police Station (MO)
- Creve Coeur Fire Dept., New Fire Station (MO)
- Fenton Fire Protection Dist, Multiple Fire Stations (MO)
- Mehlville Fire P.D, Multiple Fire Stations (MO)
- City of Springfield, Multiple New Fire Stations (IL)

KPFF

Structural Engineering

KPFF is a team of structural professionals with experience ranging for more than 60 years providing full service structural and seismic analysis services. The firm has designed a wide variety of building types to include fire safety, police, municipal, commercial, educational, multi-family, and industrial facilities.
18+ year relationship with Archimages.

Experience:
- (Combined) Eureka City Hall/Police Station (MO)
- (Combined) Ellisville City Hall/Courts & Police (MO)
- (Combined) Wildwood City Hall/Police Station (MO)
- City of Clayton Police Dept. Headquarters (MO)
- City of Berkeley New Police Station (MO)
- Creve Coeur Fire Dept., New Fire Station (MO)
- Fenton Fire Protection Dist, Multiple Fire Stations (MO)
- Mehlville Fire P.D., Multiple Fire Stations (MO)
- Affton F.P.D., New Fire Station (MO)
- City of Springfield, Multiple New Fire Stations (IL)

CEDC

Civil Engineering

CEDC is a privately owned Missouri Corporation founded in 2000 by principals Brandon A. Harp, P.E. and Paul K. Boyer, P.E. CEDC has shown an outstanding record in providing top quality Civil / Survey services to clients within the time constraints specified for each project.
15+ year relationship with Archimages.

Experience:
- (Combined) Eureka City Hall/Police Station (MO)
- (Combined) Rock Hill City Hall/Police & Fire Station Campus (MO)
- (Combined) Olivette City Hall/Police/Fire Station (MO)
- (Combined) Ellisville City Hall/Courts & Police (MO)
- Berkeley New Police Station (MO)
- Creve Coeur Police, New Police Station (MO)
- Creve Coeur Fire Dept., New Fire Station (MO)
- Fenton Fire Protection Dist, Multiple Fire Stations (MO)
- Mehlville Fire P.D, Multiple Fire Stations (MO)
- City of Springfield, Multiple New Fire Stations (IL)

Team Projects

	Archimages	Horner & Shifrin	KPFF	CEDC
(Combined) Olivette Municipal Complex (City Hall / Police / Fire)	X	X	X	X
(Combined) Ellisville City Hall/Courts & Police	X	X	X	X
(Combined) Rock Hill City Hall/Police and Fire	X	X		X
(Combined) Eureka City Hall/Courts & Police	X	X	X	X
Berkeley New Police Station	X	X	X	X
Creve Coeur New Police Station	X	X		X
Creve Coeur New Fire Station #2	X	X	X	X
Fenton Fire P.D., Multiple New Fire Stations	X	X	X	X
Affton New Replacement Fire Station	X	X	X	X
Mehlville F.D., Multiple Fire Stations	X	X	X	X
(Combined) St. Charles County Ambulance District New HQ & Operations Ctr.	X	X	X	X
Springfield (IL) Fire Dept., Three New Fire Stations	X	X	X	X
Herrin (IL) Fire Dept., New Fire Station	X	X	X	X
New Melle Fire District, New Headquarters & Fire Station	X	X	X	X
Collinsville New Fire Station	X	X	X	X
Central County Fire & Rescue, New Administration and Training Center	X	X	X	X

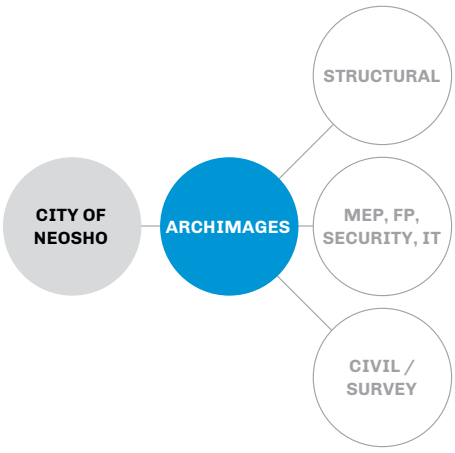
Section 3
Team Organization & Key Personnel

Team Organization

A Seamless Process

Because we believe chemistry is crucial in effective collaborations, we maintain healthy long term relationships with our team members. This familiarity and the trust it fosters guarantees maximized efficiency; established communication protocols; and seamless coordination, assessment, design, and documentation.

Archimages functions as the "hub" of our team and assumes all responsibility for coordination within the team as well as with the City of Neosho. This leadership role establishes a single point of contact for the City, giving you the peace of mind and the responsive service you expect.



"Our budget was set from the beginning. Archimages helped us to fulfill our dream of a new fire station while maintaining our fiscal responsibilities to our community. Their feedback and suggestions helped us to see even beyond our own imagination to create a building that set tones for the future of the Fire Service."

Fire Chief Dennis Meyers
Fire District #1 Johnson County, KS

Key Team Members

PRINCIPAL-IN-CHARGE
Roy Mangan, RA

PROJECT MANAGER
Kile Morrison, RA, NCARB

PLANNING & DESIGN COOR.
Greg Garner, RA

PROJECT ARCHITECT
Joe Carey, RA, NCARB

PROJECT ARCHITECT
Shohreh Hershey

INTERIORS DIRECTOR
Mariann Maxvill, NCIDQ

QUALITY CONTROL
Chuck Daniels

ENGINEERING SUBCONSULTANTS

Horner & Shifrin
M.E.P., FP Engineers, Technology, Security, AV

KPFF
Structural Engineers

CEDC
Civil Engineers & Surveying

Roy Mangan, RA

Principal-in-Charge / Public Safety Specialist

Roy has over three decades of architecture experience focused primarily on municipal and public safety facility assessment, planning, and design, and construction administration. He holds exceptional knowledge and capabilities for facility and site evaluation, siting, programming, and the integration of efficient facility design with the health and safety needs of occupants. His designs have been presented at national conferences and consistently garner admiration from clients and award recognition within the municipal and public safety design industry.

Relevant Experience

City of Olivette
Olivette, Missouri
• ***Combined*** Municipal Center (Police Station/Fire Station/City Hall)

City of Eureka
Eureka, Missouri
• ***Combined*** Government Ctr (Police/EOC/City Hall/Courts)

City of Rock Hill
Rock Hill, Missouri
• ***Combined*** Municipal Campus (Police/City Hall/Fire Station)

City of Ellisville
Ellisville, Missouri
• ***Combined*** Government Ctr. (Police/City Hall/Courts)

City of Kirksville
Kirksville, Missouri
• Fire Station & ***Combined*** Regional Public Safety Ctr (Fire/Police/EMS)

City of Creve Coeur
Creve Coeur, Missouri
• New Fire Station
• New Police Station

City of Berkeley
Berkeley, Missouri
• New Municipal Campus (City Hall/Fire Station)
• New Police Station/911 Dispatch

Ozark Fire Protection District
Ozark, Missouri
• Fire Station Renovation

Fenton Fire Protection District
Fenton, Missouri
• New HQ/Training, Station #2, and Maintenance Campus (4.5 acres)
• New Fire Station #3

St. Charles County Ambulance District
St. Peters, Missouri
• ***Combined*** New Administration HQ & Operations Ctr (141,000 sf)
• Multiple Base Stations

Fire District No. 1 of Johnson Co.
New Century, Kansas
• Fire Station #81/EOC/MedAct

Riley County
Manhatten, Kansas
• New Public Safety HQ & Station

City of Perryville
Perryville, Missouri
• New Police Station

Kansas City Kansas F.P.D.
Kansas City, Kansas
• New Fire Station #12
• New Fire Station #16

Mehlville Fire Protection District
St. Louis, Missouri
• Multiple Fire Stations

Affton Fire Protection District
Affton, Missouri
• New Fire Station #2

City of Springfield
Springfield, Illinois
• Three New Fire Stations

Education

Bachelor of Architecture
University of Kansas

Registration

Registered Architect:
State of Missouri

Years Experience

Total
33
With Archimages
23

Kile Morrison, RA, NCARB

Project Manager

Kile Morrison has 38 years of architectural design experience. He has been deeply involved in the design of federal, municipal and public safety facilities for the majority of his career. He brings a special emphasis on station design having experience working with numerous Departments and Districts throughout Kansas and Missouri.

As Project Manager, Kile works with clients and our Municipal Team to translate the Owner's building objectives into the built environment. He will manage the project from the assessment and planning phases through the completion of construction.

Relevant Experience

City of Olivette
Olivette, Missouri
• ***Combined*** Municipal Center (Police Station/Fire Station/City Hall)

City of Ellisville
Ellisville, Missouri
• ***Combined*** Government Ctr. (Police/City Hall/Courts)

City of Eureka
Eureka, Missouri
• ***Combined*** Government Ctr (Police/EOC/City Hall/Courts)

City of Rock Hill
Rock Hill, Missouri
• ***Combined*** Municipal Campus (Police/City Hall/Fire Station)

Kansas City Kansas F.P.D.
Kansas City, Kansas
• Master Plan for ***Combined*** Public Safety Training Complex ***(Fire/ Police/EMS)***
• New Fire Station #12
• New Fire Station #16
• New Fire Station #20

City of Edwardsville
Edwardsville, Kansas
• Master Planning of new Center Centre (***Fire Station, Police Station***, City Hall, Community Center)

City of Creve Coeur
Creve Coeur, Missouri
• New Police Station

Fenton Fire Protection District
Fenton, Missouri
• New HQ/Training, Station #2, and Maintenance Campus (4.5 acres)

Fire District No. 1 of Johnson Co.
New Century, Kansas
• Fire Station #81/EOC/MedAct

Consolidated Fire District #2
Prairie Village, Kansas
• New Fire Station #23

Riley County
Manhatten, Kansas
• New Public Safety HQ & Station

***Public Safety Training Center**
Joplin, Missouri
• Municipal Public Safety Project

***Kansas City Police Department**
Kansas City, Missouri
• Regional Police Training Academy

***City of Liberty**
Liberty, Missouri
• Police Dept. Interior Remodeling

***U.S. Army, Fort Leonard Wood**
Missouri
• Military Police Training Village

***Central Jackson County F.P.D.**
Blue Springs, Missouri
• New Fire Station #3
• Administrative Offices

****indicates experience with previous employer***

Education

Bachelor of Architecture
Kansas State University

Registration

Registered Architect:
State of Missouri
State of Kansas
plus 4 additional states

Member:
National Council of Architectural Registration Boards (NCARB)

Years of Experience

Total
38
With Archimages
7

R. Gregory Garner, RA

Principal / Planning & Design Coordinator

Greg's 40+ years of architectural assessment, design, technical expertise and project management experience encompass the full range of the firm's municipal project history. He has worked with clients along the broad spectrum of the Public Sector with facility types including fire stations, police stations, city halls & courts, public works facilities, 911 and emergency operations centers. His solid understanding of municipal faclity functions and needs provides for his abilty to provide expert assessment and clearly defined solutions to meet client's goals.

Relevant Experience

City of Olivette
Olivette, Missouri
• ***Combined*** Municipal Center (Police Station/Fire Station/City Hall)

City of Eureka
Eureka, Missouri
• ***Combined*** Government Ctr (Police/EOC/City Hall/Courts)

City of Rock Hill
Rock Hill, Missouri
• ***Combined*** Municipal Campus (Police/City Hall/Fire Station)

City of Ellisville
Ellisville, Missouri
• ***Combined*** Government Ctr. (Police/City Hall/Courts)

City of Kirksville
Kirksville, Missouri
• Fire Station & ***Combined*** Regional Public Safety Ctr (Fire/Police/EMS)

City of Creve Coeur
Creve Coeur, Missouri
• New Fire Station
• New Police Station

City of Berkeley
Berkeley, Missouri
• New Municipal Campus (City Hall/Fire Station)
• New Police Station/911 Dispatch

Ozark Fire Protection District
Ozark, Missouri
• Fire Station Renovation

Fenton Fire Protection District
Fenton, Missouri
• New HQ/Training, Station #2, and Maintenance Campus (4.5 acres)
• New Fire Station #3

St. Charles County Ambulance District
St. Peters, Missouri
• ***Combined*** New Administration HQ & Operations Ctr (141,000 sf)
• Multiple Base Stations

Fire District No. 1 of Johnson Co.
New Century, Kansas
• Fire Station #81/EOC/MedAct

Riley County
Manhatten, Kansas
• New Public Safety HQ & Station

City of Perryville
Perryville, Missouri
• New Police Station

Kansas City Kansas F.P.D.
Kansas City, Kansas
• New Fire Station #12
• New Fire Station #16

Mehlville Fire Protection District
St. Louis, Missouri
• Multiple Fire Stations

Affton Fire Protection District
Affton, Missouri
• New Fire Station #2

City of Springfield
Springfield, Illinois
• Three New Fire Stations

Education

Bachelor of Architecture
University of Kansas

Bachelor of Environmental Design
University of Kansas

Registration

Registered Architect:
State of Missouri

Years Experience

Total
40+
With Archimages
36

Joe Carey, RA, NCARB

Principal / Project Architect

Joe has 16 years of architectural assessment, planning, design, management, and construction administration experience. He holds extensive experience in new construction and renovation of municipal facilities including public safety stations, city hall/administration, and public works. Joe has earned the respect and trust of our municipal and public safety clients who depend upon his expertise and his dedication to consistently bring projects to completion on time and on budget.

Relevant Experience

City of Olivette
Olivette, Missouri
• ***Combined*** Municipal Center (Police Station/Fire Station/City Hall)

City of Eureka
Eureka, Missouri
• ***Combined*** Government Ctr (Police/EOC/City Hall/Courts)

City of Rock Hill
Rock Hill, Missouri
• ***Combined*** Municipal Campus (Police/City Hall/Fire Station)

City of Ellisville
Ellisville, Missouri
• ***Combined*** Government Ctr. (Police/City Hall/Courts)

City of Kirksville
Kirksville, Missouri
• Fire Station & ***Combined*** Regional Public Safety Ctr (Fire/Police/EMS)

City of Creve Coeur
Creve Coeur, Missouri
• New Fire Station
• New Police Station

Consolidated Fire District #2
Prairie Village, Kansas
• New Fire Station #23

Affton Fire Protection District
Affton, Missouri
• New Fire Station #2

Fenton Fire Protection District
Fenton, Missouri
• New HQ/Training, Station #2, and Maintenance Campus (4.5 acres)
• New Fire Station #3

St. Charles County Ambulance District
St. Peters, Missouri
• ***Combined*** New Administration HQ & Operations Ctr (141,000 sf)
• Multiple Base Stations

Mehlville Fire Protection District
St. Louis, Missouri
• Multiple New Fire Stations

Herrin Fire Department
Herrin, Illinois
• New Fire Station No.1

Kansas City Kansas F.P.D.
Kansas City, Kansas
• New Fire Station #12

Springfield Fire Department
Springfield, Illinois
• Three New Fire Stations

O'Fallon Fire & Rescue
O'Fallon, Illinois
• New Fire Station and Maintenance Building

Village of Swansea
Swansea, Illinois
• Multiple Police Station Projects

Education

Masters of Architecture
University of Kansas

Registration

Registration:
State of Missouri
State of Kansas
plus 9 additional states

National Council of Architectural Registration Boards (NCARB)

Years of Experience

Total
16
With Archimages
16

Shohreh Hershey, Assoc. AIA

Project Architect

Shohreh has 29 years of architectural experience encompassing programming, design, construction documents, and construction administration. She holds extensive experience in both renovation and new construction of federal, municipal and public safety facilities.

Shohreh's advanced understanding of station design comes from hands-on design experience and genuine interest in our public safety clients. She is well-known for active problem solving and consistently brings creative ideas for facility effectiveness and efficiency.

Relevant Experience

City of Eureka
Eureka, Missouri
• ***Combined*** Government Ctr (Police/EOC/City Hall/Courts)

City of Ellisville
Ellisville, Missouri
• ***Combined*** Government Ctr. (Police/City Hall/Courts)

St. Charles County Ambulance District
St. Peters, Missouri
• ***Combined*** New Administration HQ & Operations Ctr (141,000 sf)
• Multiple Base Stations

City of Kirksville
Kirksville, Missouri
• Fire Station & ***Combined*** Regional Public Safety Ctr (Fire/Police/EMS)

Fire District No. 1 of Johnson Co.
New Century, Kansas
• Fire Station #81/EOC/MedAct

Fenton Fire Protection District
Fenton, Missouri
• New HQ/Training, Station #2, and Maintenance Campus (4.5 acres)

City of Creve Coeur
Creve Coeur, Missouri
• New Police Station

City of Herrin
Herrin, Illinois
• New Fire Station

Kansas City Kansas F.P.D.
Kansas City, Kansas
• Master Plan for ***Combined*** Public Safety Training Complex ***(Fire/Police/EMS)***
• New Fire Station #12
• New Fire Station #16
• New Fire Station #20
• Renovation of Headquarters
• Renovation of Quartermaster Facility

City of Edwardsville
Edwardsville, Kansas
• Master Planning of new Center Centre (***Fire Station, Police Station***, City Hall, Community Center)

Riley County
Manhatten, Kansas
• New Public Safety HQ & Station

Consolidated Fire District #2
Prairie Village, Kansas
• New Fire Station #23

City of Springfield
Springfield, Illinois
• Three New Fire Stations

***Fort Riley**
Fort Riley, Kansas
• Military Police Battalion Company Operations Facility

***City of Kansas City**
Kansas City, Missouri
• Fire Station No. 14

****indicates experience with previous employer***

Education

Master of Architecture
University of Kansas

Master of Construction Management (in-progress)
University of Kansas

Registration

Registered Architect:
State of Kansas, pending

Member:
American Institute of Architects (AIA)

Years of Experience

Total
29
With Archimages
5

Mariann Maxvill, NCIDQ

Interior Design Director / Municipal and Health & Wellness

Mariann has 26 years of professional experience in functional space planning, overall facility utilization and layout studies, interior design, product specification, and project management. For nearly two decades, her primary focus has been municipal and public safety interior planning and design. She utilizes her extensive knowledge focusing on life safety in the facility to create motivating spaces that support the behavioral and physical health needs of staff along with designing healthy, durable, and efficient facilities.

Relevant Experience

City of Olivette
Olivette, Missouri
• ***Combined*** Municipal Center (Police Station/Fire Station/City Hall)

City of Eureka
Eureka, Missouri
• ***Combined*** Government Ctr (Police/EOC/City Hall/Courts)

City of Rock Hill
Rock Hill, Missouri
• ***Combined*** Municipal Campus (Police/City Hall/Fire Station)

City of Ellisville
Ellisville, Missouri
• ***Combined*** Government Ctr. (Police/City Hall/Courts)

City of Kirksville
Kirksville, Missouri
• Fire Station & ***Combined*** Regional Public Safety Ctr (Fire/Police/EMS)

City of Creve Coeur
Creve Coeur, Missouri
• New Fire Station
• New Police Station

City of Berkeley
Berkeley, Missouri
• New Municipal Campus (City Hall/Fire Station)
• New Police Station/911 Dispatch

Affton Fire Protection District
Affton, Missouri
• New Fire Station #2

Fenton Fire Protection District
Fenton, Missouri
• New HQ/Training, Station #2, and Maintenance Campus (4.5 acres)
• New Fire Station #3

St. Charles County Ambulance District
St. Peters, Missouri
• ***Combined*** New Administration HQ & Operations Ctr (141,000 sf)
• Multiple Base Stations

Kansas City Kansas F.P.D.
Kansas City, Kansas
• New Fire Station #12
• New Fire Station #16

City of Perryville
Perryville, Missouri
• New Police Station

Mehlville Fire Protection District
St. Louis, Missouri
• Multiple Fire Stations

City of Herrin
Herrin, Illinois
• New Fire Station

City of Springfield
Springfield, Illinois
• Three New Fire Stations

City of Collinsville
Collinsville, Illinois
• New Fire Station
• New Public Works Complex

Education

Bachelor of Fine Arts - Interior Design
Maryville University

Registration

Registration:
LEED AP
NCIDQ Number 29955
Registered Interior Designer - State of Missouri

Professional Membership:
IIDA - International Interior Design Association

Years Experience

Total
26
With Archimages
24

Chuck Daniels

Construction Administration/Quality Control Specialist

Chuck has nearly 40 years of construction management, specifications, and quality control for numerous facility types including municipal, public safety, healthcare, and educational facilities. His hands-on expertise and experience are a direct asset to the client.

Chuck will provide Construction Administration/Quality Control. He will be responsible for guaranteeing the quality of the construction plans and specifications and also will attend selected team meetings and review all documents required for the construction phase of the project.

Relevant Experience

City of Ellisville
Ellisville, Missouri
• ***Combined*** Police Station, City Hall, & Municipal Courts

City of Eureka
Eureka, Missouri
• ***Combined*** Police Station & City Hall

Mehlville Fire Protection District
St. Louis, Missouri
• Multiple Fire Stations

New Melle Fire Protection District
New Melle, Missouri
• New HQ & Fire Station

City of Valley Park
Valley Park, Missouri
• New City Hall (adaptive reuse of former fire station)

City of Valley Park
Valley Park, Missouri
• New City Hall (adaptive reuse of former fire station)

Union Ambulance District
Union, Missouri
• New EMS Station

City of Chesterfield
Chesterfield, Missouri
• New Public Works Mezzanine

*** Neosho School District**
Neosho, Missouri
• Middle School Miscellaneous Renovations
• High School Miscellaneous Renovations & Cafeteria Addition
• Benton Elementary School Miscellaneous Renovations

*** Crowder College**
Neosho, Missouri
• New Bell Tower
• Science Wing Classroom Addtiion
• New Energy Windmill

Kirkwood School District
Kirkwood, Missouri
• Tillman Elementary School Addition and Renovations
• Westchester Elementary School Addition and Renovations

Affton School District
Affton, Missouri
• Multi-year Contract for Miscellaneous Projects

Compass Health Clinic
High Ridge, Missouri
• New Health Clinic Building

BJC Health System
Farmington, Missouri
• Parkland Health Facilities

****experience is prior to joining Archimages***

Education

Associates: Applied Science & Architectural Technology
St. Louis Community College/ Meramec

Member

Associated General Contractors of America

Years of Experience

Total
39
With Archimages
1.5

DAVE LAUVER, PE

Assistant Business Unit Leader, Building Services
Project Role: Project Manager / Mechanical Engineer

HORNER SHIFRIN
An Employee-Owned Company

Dave Lauver has more than 20 years of mechanical engineering experience with project work in healthcare, education, laboratories, commercial and government facilities. Dave has specialized in HVAC system design, chilled and hot water distribution, systems controls, and critical facilities.

EDUCATION
BS, Mechanical Engineering, University of Missouri - Rolla, 2001

REGISTRATION
Professional Engineer: Missouri, Illinois

PROFESSIONAL ACTIVITIES
American Society of Heating, Refrigeration & Air Conditioning Engineers (ASHRAE)

Missouri Society for Healthcare Engineers (MOSHE)

*** PROJECTS WITH ARCHIMAGES**

Ambulance District New Headquarters | St. Charles County Ambulance District*

Mechanical Engineer for the new 140,000 square foot headquarters building for St. Charles Ambulance District. This facility combines multiple existing buildings and district functions into one location. The new building houses ambulances for scheduling, repair facilities, storage, administrative offices, training facilities, and a medical clinic. The ambulance storage area, bulk storage and repair area are conditioned to 80 degrees for occupant comfort and product storage. An emergency generator is installed to power portions of the building for emergency situations and central control.

Fire Protection District New Headquarters & Fire House #2 | Fenton Fire Protection District*

Mechanical Engineer for design of MEPFP systems for a new fire house and headquarters for the Fenton Fire Protection District located at the western edge of the Fenton Logistics Park bordering Highway 44. The (2) two-story configuration will house an expanded crew of seven including support, kitchen, and living accommodations. Fire/EMS offices, fitness center, and public lobby and restrooms are included program elements. The adjacent bay area will be sized to accommodate current and future apparatus in a safe drive through configuration. Critical turnout gear, decontamination equipment and Fire/EMS storage elements will be designed to efficiently support emergency operations. A police sub-station is included with district offices, board room and training rooms. Also located on the site is the district maintenance garage and storage facility and a burn building for fire personnel training.

City Hall Customer Service Renovation and MEP Upgrades | City of Brentwood, Missouri

Project Manager for a feasibility study of the Brentwood City Hall to determine MEPFP scope of work and estimated construction budget based on the owner's planned building modifications and project budget. Horner & Shifrin was contracted to provided MEPFP engineering design services and prime consultant services for the approximately $800,000 renovation of approximately 3700 square feet of the existing first floor of the historic city hall to improve the customer service experience as well as add security features.

New City Hall and Police Department | City of Hayti, Missouri

Mechanical Engineer for Hayti's new municipal building. This 12,000 Sq Ft single-story building houses the city's administration, police, council chambers/court, and other departments. The project was designed for the strictest seismic requirements, Seismic Design Category F, given its proximity to the New Madrid fault line.

New Police Station | City of Creve Coeur, Missouri*

QA / QC for MEPFP and low voltage engineering design services for the new 2-story, 21,810 square foot Police Station for the City of Creve Coeur. This building includes 5 holding cells, three-bay sally port, large evidence storage rooms, fitness room, offices and training rooms. The lower level utilizes an energy recovery unit to reduce the overall building energy consumption. The new building is located directly east of the existing municipal building that housed the police department. The overall construction budget including site development was $7.43 million and construction was complete in September 2019.

The project was awarded rebates from the local utility company based on electrical consumption savings with energy efficient measures implemented.

New City Hall and Police Station | City of Eureka, Missouri*

QA/QC for the new 22,000 square foot combined City Hall and Police. The police building included 3 adult jail cells and 1 juvenile jail cell, a 2 car sally port for police vehicles, roll call room, detective offices, patrol offices, processing area, evidence rooms, fitness area and locker rooms. City hall space included office space, records clerk, court clerk, and council chambers.

Additional Experience In Collaboration with Archimages*

City Hall, Courts & Police Facility | City of Ellisville, Missouri - Project Manager
New Fire Stations | City of Springfield, Illinois - Project Manager
New Fire Station | City of Herrin, Illinois - Mechanical Engineer
New Headquarters & Fire Station | New Melle Fire District - Mechnical Engineer

JOE BUEHLER, PE, LEED GA

Assistant Business Unit Leader, Building Services
Project Role: Electrical Engineer

HORNER SHIFRIN
An Employee-Owned Company

Joe Buehler has more than 40 years of experience on a wide variety of electrical engineering projects. In his role at Horner & Shifrin, Joe is responsible for the preparation of cost estimates, system analysis, calculations, specifications, and design documents for studies, renovation, and new construction projects. Joe's design experience includes electrical power and distribution, interior and exterior lighting, roadway and parking lot lighting, emergency power, fire alarm, security, Closed circuit television systems, wastewater facilities, UPS systems, labs, computer rooms, power conditioning, and power studies.

EDUCATION
BS, Electrical Engineering, University of Missouri - Rolla, 1979

REGISTRATION
Professional Engineer: Missouri, Illinois, Kentucky, Arkansas, Tennessee, Oklahoma

LEED Green Associate

PROFESSIONAL ACTIVITIES
Missouri Society for Healthcare Engineering (MOSHE)

*** PROJECTS WITH ARCHIMAGES**

New Municipal Building and Fire House | City of Rock Hill, Missouri*

Project Manager for the new municipal/police building and separate fire house. The new 12,400 Sq Ft two story municipal/police building houses the police, city administration, council chambers and other city departments. The police department is located on the lower floor and includes holding cells, sally port and interview rooms. The upper level includes city hall with council chambers and city administration offices. The new 6,045 two story fire house has two bays and support spaces on the lower level and bunk rooms, day room, training and kitchen on the upper level. H&S provided MEPFP design and construction administration services.

New Police Station | City of Berkeley, Missouri*

Electrical Engineer for MEP/FP engineering and construction administration services for Berkeley's new single-story 15,000 sq-ft Police Station. The building has holding cells, sally port, large evidence storage rooms, fitness room, offices and training rooms. The dispatch room is served with a separate computer room mechanical unit, UPS and emergency generator power.

Ambulance District New Headquarters | St. Charles County Ambulance District*

Project Manager for the new 140,000 square foot headquarters building for St. Charles Ambulance District. This facility combines multiple existing buildings and district functions into one location. The new building houses ambulances for scheduling, repair facilities, storage, administrative offices, training facilities, and a medical clinic. The ambulance storage area, bulk storage and repair area are conditioned to 80 degrees for occupant comfort and product storage. An emergency generator is installed to power portions of the building for emergency situations and central control.

Ambulance District Headquarters and Training Facility | Johnson County Ambulance District

QA / QC for design of a new 16,500 square foot single story Ambulatory Center/Training Facility. The building includes a 5-bay drive through garage, bedrooms, kitchen, offices, classrooms and training rooms. H&S provided MEPFP engineering design services.

Multiple Fire Houses | Mehlville Fire Protection District*

Electrical Engineer for the design of multiple new fire house facilites, with training spaces and living quarters, and renovation of existing facilites.

Fire House #2 Replacement | Creve Coeur Fire Protection District*

Electrical Engineer for the replacement of fire House 2 for the Creve Coeur Fire Protection District. Project included phased demolition of the existing fire house and phased construction of the new 19,660 sf fire house.

New City Hall and Police Station | City of Eureka, Missouri*

Electrical Engineer for the new 22,000 square foot combined City Hall and Police. The police building included 3 adult jail cells and 1 juvenile jail cell, a 2 car sally port for police vehicles, roll call room, detective offices, patrol offices, processing area, evidence rooms, fitness area and locker rooms. City hall space included office space, records clerk, court clerk, and council chambers.

Additional Experience In Collaboration with Archimages*

City Hall, Courts & Police Facility | City of Ellisville, Missouri - Electrical Engineer
New Fire Stations | City of Springfield, Illinois - Electrical Engineer
New Fire Station | City of Herrin, Illinois - Project Manager
New Headquarters & Fire Station | New Melle Fire District - Electrical Engineer

CASEY WILSON, PE, LEED AP

Business Unit Leader, Building Services
Project Role: QA/QC

HORNER SHIFRIN
An Employee-Owned Company

Casey Wilson has more than 15 years of mechanical engineering experience with project work in science and technology, healthcare, education, recreation, commercial and government facilities. Casey has specialized in HVAC system design, project development, facility assessments construction administration, LEED documentation and client relations.

EDUCATION
BS, Mechanical Engineering, University of Missouri - Columbia, 2008

REGISTRATION
Professional Engineer: Missouri, Illinois, Oklahoma, Ohio

LEED Accredited Professional

PROFESSIONAL ACTIVITIES
American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE)

American Society for Health Care Engineering (ASHE)

Southern Illinois Chapter for Healthcare Engineering (SICHE)

Missouri Society for Healthcare Engineering (MOSHE)

*** PROJECTS WITH ARCHIMAGES**

New Municipal Building and Fire House | City of Rock Hill, Missouri*

Mechanical Engineer for the new municipal/police building and separate fire house. The new 12,400 Sq Ft two story municipal/police building houses the police, city administration, council chambers and other city departments. The police department is located on the lower floor and includes holding cells, sally port and interview rooms. The upper level includes city hall with council chambers and city administration offices. The new 6,045 two story fire house has two bays and support spaces on the lower level and bunk rooms, day room, training and kitchen on the upper level. H&S provided MEPFP design and construction administration services.

Multiple Fire Houses | Mehlville Fire Protection District*

Project Manager / Mechanical Engineer for the design of multiple new fire house facilites, with training spaces and living quarters, and renovation of existing facilites.

Ambulance District New Headquarters | St. Charles County Ambulance District*

QA / QC for the new 140,000 square foot headquarters building for St. Charles Ambulance District. This facility combines multiple existing buildings and district functions into one location. The new building houses ambulances for scheduling, repair facilities, storage, administrative offices, training facilities, and a medical clinic. The ambulance storage area, bulk storage and repair area are conditioned to 80 degrees for occupant comfort and product storage. An emergency generator is installed to power portions of the building for emergency situations and central control.

New Fire House | Affton Fire Protection District*

Project Manager for MEPFP engineering design services for the new 13,200 square foot fire house for the Affton Fire Protection District. Project includes a 3-bay apparatus bay, training tower, gear room, decon, kitchen, day room, offices, fitness area and bunk rooms.

Parks, Recreation, and Arts Office | City of Manchester, Missouri

Project Manager for the expansion and renovation of the Parks and Recreation Administration Building in Manchester, Missouri. The design included a partial demolition of the existing building, a 4,000 square foot, two story addition for a garage and maintenance space and a 10,000 square foot addition housing conference rooms, an activity space/multipurpose room, and offices for the Parks and Recreation Department.

New Municipal Building | City of Twin Oaks, Missouri*

QA / QC for the new 25,000 square foot, single story municipal building. The building houses the city's council chambers, administrative offices, County police substation, and community room. H&S provided MEPFP, exterior lighting and low voltage design. The project was designed to meet the 2015 International building codes.

New City Hall and Police Department | City of Hayti, Missouri

Project Manager for Hayti's new municipal building. This 12,000 Sq Ft single-story building houses the city's administration, police, council chambers/court, and other departments. The project was designed for the strictest seismic requirements, Seismic Design Category F, given its proximity to the New Madrid fault line.

New City Hall and Police Station | City of Eureka, Missouri*

QA/QC for the new 22,000 square foot combined City Hall and Police. The police building included 3 adult jail cells and 1 juvenile jail cell, a 2 car sally port for police vehicles, roll call room, detective offices, patrol offices, processing area, evidence rooms, fitness area and locker rooms. City hall space included office space, records clerk, court clerk, and council chambers.

JASON N. RICHARDS, PE, SE

MANAGING PRINCIPAL - PRINCIPAL IN CHARGE

Jason joined KPFF in 2003 and was named Managing Principal of the St. Louis office in 2020. Dedicated to delivering successful projects for his clients, Jason leads project teams to value-conscious and common-sense design solutions, while emphasizing KPFF's core values: Stability, Trust, Excellence, Passion, and Relationships.

EDUCATION

Master of Science-Structural Engineering, Missouri University of Science & Technology, 1996

Bachelor of Science-Civil Engineering, Missouri University of Science & Technology, 1994

REGISTRATIONS

Structural Engineer: IL, NE

Professional Engineer/Structural Engineer: OK

Professional Engineer: AL, AR, CT, FL, IA, IN, KS, NY, MA, MO, MS, PA, TX, UT, WA, WY

AFFILIATIONS

Seismic Safety Council - Missouri Schools Initiative: Volunteer

American Society of Civil Engineers

American Concrete Institute

American Institute of Steel Construction

HONORS

Exemplary Young Alumni Award

Chi Epsilon & Tau Beta Pi

Sigma Xi

select experience

City of Ellisville City Hall & Police Station - Ellisville, MO
Principal-in-Charge. $5.5 million, 14,000sf vertical and horizontal expansion of the existing Ellisville Police Station, and a building addition to the south to house City Hall. The project includes office space, council chambers, a break room, and a rooftop deck. A below-grade storm shelter is also part of the project.

Springfield Fire Stations 6, 8, and 13 - Springfield, IL
Three identical fire station buildings on separate sites. Each building is 9,600sf, with 4,200sf dedicated to typical firehouse spaces including bunk rooms, fitness center, day room, kitchen/dining, and office space. The remainder of the building is a two-bay drive-through apparatus storage space with a hose drying tower.

Fenton Fire Protection District, HQ/Training, Station #2, & Maintenance Campus- Fenton, MO
Principal-in-Charge. New one-story fire house building with apparatus bays, bunk rooms, large kitchen/dining/day room, and gear storage space.

Mercy Joplin North - Joplin, MO
A one-story, 13,5000sf, medical building with drop-off entry canopy which houses a two-pod healthcare clinic. The building is a structural steel framed building with a brick veneer over a cold formed metal stud back-up.

Affton Fire Protection District New Fire House - St. Louis, MO
Principal-in-Charge. New $3 million, 12,000sf fire house with a training/hose tower, and an attached 3 1/2 bay drive-through apparatus storage facility. The building is constructed of load-bearing cold formed metal studs and load-bearing CMU for the apparatus bay, with brick veneer and a hipped roof.

Clayton Police Department Headquarters - Clayton, MO
Project Engineer. $15 million renovation of existing 60,000sf office building, including space for courtrooms, police department, and meeting rooms. The project included design of two new stair towers, a new sally port, and support for holding cells. A new photovoltaic array sits atop the three-level parking garage. A seismic evaluation was also performed.

City of Berkeley Police Department - Berkeley, MO
Principal-in-Charge. New 25,000sf, two-story facility to house detective's offices, dispatch facilities, an evidence vault, interview and visitation rooms, jail cells, and a sally port at the ground level. The second floor provides space for a fitness center and locker rooms, classrooms, conference rooms, and the armory.

St. Charles County Ambulance District New HQ + Training Facility - St. Charles County, MO
Principal-in-Charge. New 141,000sf Base Station and a new one-story, 10,000sf EMS Training Facility, adjacent to the existing District Headquarters Building and its parking lot were retained. Both new buildings are brick veneer over light-framed exterior walls, and had a total project cost of $4.5 million.

CEDC
CIVIL ENGINEERING
DESIGN CONSULTANTS

Brandon A. Harp, P.E., LEED AP BD+C
Principal & Project Manager

Principal | Co-Owner
Established 2002

EDUCATION

M.B.A
Webster University
1997

B.S. Civil Engineering
U of MO | Columbia
1992

LEED AP BD+C
2015

REGISTRATIONS

Professional Engineer
MO IL AR IA IN KS KY LA MS NC NE OH TN

ASSOCIATIONS / MEMBERSHIPS

American Society of Civil Engineers

Missouri Floodplain & Storm Managers Assn.

National Council of Examiners for Engineering & Surveying

Chi-Epsilon

Brandon Harp has 32 years experience in civil engineering, site development, and land planning design. Brandon will be the principal engineer involved in the design process. He has worked with most municipalities and has established relationships with the personnel within the governing agencies. Brandon provides special attention to detail and utilizes an established quality control program on all projects which provides cost-effective solutions throughout the design process.

SPECIALIZED EXPERIENCE:

- Design and Master Planning of Municipal, Police, Fire, EMS facilities
- Permitting through Authorities having Jurisdiction
- Site Development Engineering
- Zoning Services

PROJECT EXPERIENCE | FIRE / MUNICIPAL FACILITIES

Olivette Government Building | *Olivette, Missouri*
New 24,000 s.f. two-story municipal complex and site improvements

Ellisville City Hall l Police l Ellisville, Missouri
New city hall and police station and site improvements.

Rock Hill Government Center | *Rock Hill, Missouri*
New 12,000 s.f. 2-story city hall and police station, new 6,200 s.f., 2-bay fire station, parking lot and site improvements

Eureka Government Center l Police l Eureka, Missouri
New city hall and police station and site improvements.

City of Berkeley Municipal Complex | *Berkeley, Missouri*
New municipal complex consisting of a new 33,000 s.f. city hall, new 12,000 s.f. fire station, and renovation and expansion of existing police station

Creve Coeur Police Station | *Creve Coeur, Missouri*
New 26,000 s.f. two-story police station , three-bay sally port, site detention

Creve Coeur Fire District | *Creve Coeur, Missouri*
New 20,000 s.f. firehouse with (5) fire apparatus bays, living quarters and training room, parking lot and site improvements.

Fenton Fire Protection District– House 2| *Fenton, Missouri*
28,000 s.f., 4 bay fire house, training tower and maintenance facility

Fenton Fire Protection District– House 3| *Fenton, Missouri*
11,000 s.f., 3 bay fire house

Affton Fire District | Affton, Missouri
New 11,000 s.f. 2-bay fire station, parking lot, permeable pavers, site improvements

Mehlville Fire District | *St. Louis County, Missouri*
Firehouse 2: New 6,500 s.f. 3-bay firehouse, parking lot and site improvements
Firehouse 3: New 8,200 s.f. 3-bay firehouse, parking lot and site improvements
Firehouse 4: New 7,700 s.f. 3-bay firehouse, parking lot and site improvements
New 2-story multi-purpose training center burn tower, and parking lot

10820 Sunset Office Dr. I Ste 200
St. Louis, MO 63127
314.729.1400
bharp@cedc.net

Section 4
Project Experience

COMBINED MUNICIPAL CENTER

CITY OF OLIVETTE

(Combined) Municipal Center (City Hall, Police and Fire Station)

OLIVETTE, MO | **Archimages provided the City with feasibility analysis, planning and design services to evaluate options for a proposed municipal complex. Archimages also provided bond issue assistance and complete design of a new combined Complex.**

The new complex combined the city hall, police station, and fire station. The **City Hall** includes administration offices, council chambers, conference rooms, large community room with kitchenette, staff lounge, and **private fitness center shared among police, fire, and city hall** staff only with full locker room facilities. The **Fire Station** has efficient living quarters, EMS, and training elements in a 3-bay apparatus. The **Police Station** includes criminal investigation offices, holding cells, secure evidence/records storage, and Sally Port.

Services relevant to Neosho Public Safety:

- Facility/Needs assessments & Site evaluations
- Extensive code research and interpretation
- Programmatic evaluations
- Adjacency and flow reviews
- Concept site/building development options
- Full planning and design
- Coordination with utilities and AHJ
- Budget and schedule establishment
- Construction administration
- Warranty Review & Operations Man
- As-Built Drawings

Size
40,000 sf

Completion
2017

REFERENCE CONTACT
Darren Mann
Finance Director
(314) 993-0444

City of Olivette
1140 Dielman Rd.
Olivette, MO 63132

TEAM
Morrison, Mangan, Carey, Garner, Maxvill
Horner & Shifrin, KPFF, CEDC

NEW FIRE STATIONS

FENTON FIRE PROTECTION DISTRICT

New Fire Stations

FENTON, MO | Archimages provided existing facility analyses, concept programming, site evaluation, bond issue assistance, full architectural & interior design, and construction administration for replacement of two fire stations as well as renovation to a third station.

Archimages' municipal design team provided design for the new **Headquarters and House No.2 campus** (4.5 acre campus; 26,700 SF, one-story, HQ and Station with five drive-thru bays, six bunks, offices, SCBA equipment room, decon room, Board Chambers, training room, fitness room, three-story burn-tower, maintenance building); new **House No.3** (11,300 SF, one-story, three drive-thru bays, six bunks, fitness room, training/classroom, kitchen, dayroom, SCBA equipment room, decon room); and the renovation design for **House No. 1** (one-story, fitness, three drive-thru bays, six bunks, SCBA equipment room, decon room, kitchen/dining, training/classroom).

Services relevant to Neosho Public Safety:

- Facilities/Needs assessments & Site evaluations
- Extensive code research and interpretation
- Programmatic evaluations
- Adjacency and flow reviews
- Concept site/building development options
- Full planning and design
- Coordination with utilities and AHJ
- Budget and schedule establishment
- Construction administration
- Warranty Review & Operations Man
- As-Built Drawings

Size
House No. 1: 12,700 sf
HQ Campus: 4.5 acres
House No. 3: 11,300 sf

Completion
House No. 1: 2024 (est)
HQ Campus: 2022
House No. 3: 2021

REFERENCE CONTACT
Chris Thiemann
Fire Marshal
(636) 343-4188

Fenton F.P.D.
845 Gregory Lane
Fenton, MO 63026

TEAM
Morrison, Mangan, Hershey, Carey, Garner, Maxvill
Horner & Shifrin, KPFF, CEDC

COMBINED MUNICIPAL CAMPUS

CITY OF ROCK HILL

(Combined) Municipal Campus (City Hall, Police and Fire Station)

ROCK HILL, MO | **Archimages provided space needs analysis, planning, design, and construction administration for a new combined Municipal campus (City Hall, Police, and Fire Station)**

The two-story Municipal Center is comprised of upper level **City Hall** administration space with Council Chambers, conference space, open workstations and private offices. The ground level, with its heightened security measures, houses the **Police Department** and includes a drive-in Sally port, processing and detention areas and secure evidence processing. The two-story **Fire Station** features two apparatus bays, living quarters with four bunk rooms, office & study areas, and a hose tower. The upper level includes day room, kitchen, dining, training mezzanine, and additional office space.

Services relevant to Neosho Public Safety:

- Facility/Needs assessment & Site evaluation
- Extensive code research and interpretation
- Programmatic evaluations
- Adjacency and flow reviews
- Concept site/building development options
- Full planning and design
- Coordination with utilities and AHJ
- Budget and schedule establishment
- Construction administration
- Warranty Review & Operations Man
- As-Built Drawings

Size
18,500 sf

Completion
2019

REFERENCE CONTACT
Garrett Schlett
City Administrator
(314) 968-1410

City of Rock Hill
827 Rock Hill Rd.
Rock Hill, MO 63119

TEAM
Morrison, Mangan, Carey, Garner, Maxvill
Horner & Shifrin, CEDC

NEW POLICE STATION

CITY OF CREVE COEUR

New Police Station

CREVE COEUR, MO | **Archimages provided comprehensive space needs analysis, planning, design, and construction administration for a new, modern police station to complete the Creve Coeur governmental campus.**

A steeply contoured site allowed our architects to creatively achieve two grade level access points separating public and staff circulation adjacent to the existing City Hall. The lower level provides a protected entry for the staff and a desirable degree of concealment for all the fleet parking as well as carport.

This station is a comprehensive facility and includes Investigation, Patrol, and Administration departments; storage for evidence/weapons/ records, and other items; evidence processing, interrogation rooms, booking area/holding cells, emergency operations center, fitness center, kitchen, public meeting rooms, conference room, and Sally Port.

Services relevant to Neosho Public Safety:

- Facility/Needs assessment & Site evaluation
- Extensive code research and interpretation
- Programmatic evaluations
- Adjacency and flow reviews
- Concept site/building development options
- Full planning and design
- Coordination with utilities and AHJ
- Budget and schedule establishment
- Construction administration
- Warranty Review & Operations Man
- As-Built Drawings

Size
26,000 sf

Completion
2019

REFERENCE CONTACT
Mr. Tim Koncki
Police Captain
(314) 274-2110

Creve Coeur Police Dept.
350 N. New Ballas Rd.
Creve Coeur, MO 63141

TEAM
Morrison, Mangan, Hershey, Carey, Garner, Maxvill Horner & Shifrin, CEDC

COMBINED MUNICIPAL CENTER

CITY OF ELLISVILLE

(Combined) Government Center (City Hall/Courts, & Police Station)

ELLISVILLE, MO | **Archimages provided a detailed facility needs assessment, design and construction administration for renovation and expansion of the city hall, municipal courts & police department complex.**

Scope includes expansion of first floor and addition of a second floor, and renovation of the existing basement. The **First floor** houses lobby with highened security measures, reception desk with safety glazed glass, city hall department offices, council chambers/city courts, police interview room, detention cells, squad room and offices, and ICC 500 storm shelter. The **Second floor** houses city hall admin offices and police dept., conference rooms and server room. The **basement** houses fitness room, locker rooms, breakroom, secured police evidence storage, armory, and city hall storage.

Services relevant to Neosho Public Safety:

- Facility/Needs assessment & Site evaluation
- Extensive code research and interpretation
- Programmatic evaluations
- Adjacency and flow reviews
- Concept site/building development options
- Full planning and design
- Coordination with utilities and AHJ
- Budget and schedule establishment
- Construction administration
- Warranty Review & Operations Man
- As-Built Drawings

Size
Total: 25,695 sf
Police: 12,792 sf
City Hall: 12,903 sf

Completion
2024 (estimate)

REFERENCE CONTACT
Bill Schwer, P.E.,
City Manager
(636) 227-9660

City of Ellisville
1 Weis Avenue
Ellisville, Missouri 63011

TEAM
Morrison, Mangan, Hershey, Carey, Garner, Maxvill
Horner & Shifrin, KPFF, CEDC

NEW FIRE STATION

FIRE DISTRICT NO. 1 OF JOHNSON COUNTY

Fire Station #81, EOC & MedAct

NEW CENTURY, KS | **Archimages' Municipal Design team provided space analysis, architecture, and interior design for the new Fire Station #81.**

The building features four drive-thru apparatus bays (fire dept and MedAct) in the building center with administration and fire residential on opposite sides. The design provides direct access to apparatus to improve emergency response time and decrease exposure to cancer-causing contaminants with special ventilation for the gear storage and decon rooms located directly off apparatus bay.

The District's administrative area includes offices, conference and training rooms. The hardened conference room has raised floor and technology infrastructure to allow for conversion into an EOC. The Fire Station features shared offices (fire dept and sheriff), kitchen/dining area/day room, fitness center, 11 private bunk rooms (fire dept. and MedAct). The residential area offers amenities for enhanced physical and mental health.

Services relevant to Neosho Public Safety:

- Facility/Needs assessment & Site evaluation
- Extensive code research and interpretation
- Programmatic evaluations
- Adjacency and flow reviews
- Concept site/building development options
- Full planning and design
- Coordination with utilities and AHJ
- Budget and schedule establishment
- Construction administration
- Warranty Review & Operations Man
- As-Built Drawings

Size
28,150 sf

Construction cost
$ 7,749,000

Completion
2021

REFERENCE CONTACT
Dennis Meyers
Fire Chief
(913) 764-7635

Fire District No. 1 of Johnson County
490 New Century Parkway
New Century, KS 66031

TEAM
Morrison, Mangan, Hershey, Garner

COMBINED MUNICIPAL CENTER

CITY OF EUREKA

(Combined) Government Center (City Hall/Courts, Police/EOC Station)

EUREKA, MO | **Archimages provided initial programming, space planning, operational analysis, site evaluation, design, and construction administration services for a new City Hall/Police facility.**

The new municipal center is located on existing City owned property which also features public and secured parking areas, connection to the city's accessible walking trails and other site amenities planned for future development.

The 23,600 SF municipal facility houses **city hall**/ city administration offices, council chambers, municipal courts, private employee fitness center, employee ICC 500 storm shelter and the **police department** with a large multipurpose training center equipped for temporary EOC, secure sally port, detention, and evidence processing areas.

Services relevant to Neosho Public Safety:

- Facility/Needs assessments & Site evaluation
- Extensive code research and interpretation
- Programmatic evaluations
- Adjacency and flow reviews
- Concept site/building development options
- Full design
- Budget and schedule establishment
- Construction administration
- Warranty Review & Operations Man
- As-Built Drawings

Size
23,500 sf

Completion
2024 (December estimate)

REFERENCE CONTACT
Sean Flower
Mayor
(636) 938-5233

City of Eureka
100 City Hall Drive
Eureka, MO 63025

TEAM
Morrison, Mangan, Hershey, Carey, Garner, Maxvill Horner & Shifrin, KPFF, CEDC

NEW FIRE STATION

CREVE COEUR FIRE PROTECTION DISTRICT

New Fire Station

CREVE COEUR, MO | **Archimages provided assessment, design and construction administration services for the complete demolition (phased) of an existing fire station and phased rebuild of new two-story fire station on the same site.**

The design for this 20,000 SF replacement fire station included multiple drive-thru apparatus bays, training classroom and training tower/stair, living quarters with nine bunkrooms, equipment and locker rooms, and administration spaces. One unique complexity of this multi-phased project was maintaining an operational station throughout the construction process.

Using state-of-the-art design and construction techniques, our team also collaborated with a construction manager from schematic design, programming, and cost estimating, through construction administration.

Services relevant to Neosho Public Safety:

- Facilities/Needs assessments & Site evaluations
- Extensive code research and interpretation
- Programmatic evaluations
- Adjacency and flow reviews
- Concept site/building development options
- Full design
- Budget and schedule establishment
- Construction administration
- Warranty Review & Operations Man
- As-Built Drawings

Size
20,000 sf

Completion
2018

REFERENCE CONTACT
Kelly Foster
Deputy Chief
(314) 432-5570

Creve Coeur F.P.D.
11221 Olive Blvd.
Creve Coeur, MO 63141

TEAM
Mangan, Carey, Garner, Maxvill
Horner & Shifrin, KPFF, CEDC

Representative Experience

Note: Team members presented within this submittal have worked in various combinations on the listed projects below.

Combined Public Safety Training Complex, Kansas City Kansas Fire Dept.

KANSAS CITY, KANSAS

Master planning study for combined public safety training **(fire & police)** and community education complex to include burn tower, swift water rescue, classrooms, shooting range, public "safety town", and additional **fire/police/EMS training** elements. *Study Completion: 2021*

Combined Police Station & 911 Dispatch Center, City of Berkeley

BERKELEY, MISSOURI

Reuse/rebuild scenarios, site evaluations, and eventual new 12,500 sf police station and 911 Dispatch Center housing detective, patrol & administrative offices, secure evidence & records storage, holding cells, and a Sally Port.
Completion: 2017

Combined Fire Station and Regional Public Safety Operations & Training Facility, City of Kirksville

KIRKSVILLE, MISSOURI

New 19,100 SF facility to feature fire station with five apparatus bays and adjacent decon, SCBA, and tool storage rooms, offices and living quarters, and a 4,100 sf meeting and training center for regional public safety departments **(police/fire/EMS/city personnel)**. *Completion: In preliminary design for 2024 Bond Issue*

Combined Fire Station and EOC/911 Dispatch Center

CAPE GIRARDEAU, MISSOURI

New 10,230 SF fire station includes three apparatus bays, offices, training and living quarters. The lower level houses 5,355 SF state-of-the-art 911 call center and multi-purpose conference/training room adaptable for county-wide EOC.
Completion: 2009

Representative Experience

Combined EOC/911 Dispatch Center and Sheriff's Office, Franklin County

BENTON, ILLINOIS

New addition and renovation featuring ICC 500 storm shelter, administration offices, conference/media center, emergency operations center & training room, 911 emergency communications center, kitchen, breakroom, and support areas. ***Completion: 2025 (1st Quarter)***

Combined Fire Station & City Hall City of Clayton

CLAYTON, MISSOURI

Assessment and renovations to existing historic city hall and addition of new fire station featuring multiple bays, living quarters, and support spaces. Total facility size 40,000 sf. ***Completion: 2009***

Combined Police Station and City Hall City of Pacific

PACIFIC, MISSOURI

New City Hall addition (10,500 sf) and Police Station renovation (9,000 sf). The **City Hall** includes council chamber/ courtroom, main lobby, private offices, secure connection to Police Station. **Police Station** renovation relocated the EOC district and 911 system, included new HVAC and fire protection systems, cell upgrades, new security systems, a Sally port, and staff offices. ***Completion: 2012***

Combined Police Station and City Hall

TROY, MISSOURI

Feasibility assessment and retrofit study to relocate 26,455 sf of program space to consolidate all city hall governmental functions (9,255 sf), courts (5,920 sf), and **police station** (11,280 sf) into an existing facility. ***Completion: 2010***

Combined Administrative HQ & Operations Center St. Charles County Ambulance District

ST. PETERS, MISSOURI

New 141,000 sf headquarters and operations center featuring two-story admin HQ, training center, simulation labs, EOC, fitness center, community room, board chambers, expansive maintenance and operations areas, indoor parking, warehouse, operations distribution center. Site features fuel station, parking, exterior plazas and expansive vehicle training course with pedestrian trail system. ***Completion: 2021***

Representative Experience

Multiple New Fire Stations
Kansas City Kansas Fire Department

KANSAS CITY, KANSAS

Station No.16
(Construction Manager-at-Risk) New station design replicates Station No.16. ***Completion: 2025 (est)***

Station No.16
(Construction Manager-at-Risk) New 15,735 SF Fire Station No.16 including four drive-through bays with adjacent support rooms (gear storage, decon room, SCBA), fitness center, offices, 12 bunkrooms, living quarters, ICC 500 Storm Shelter. ***Completion: 2023***

Station No.12
(Construction Manager-at-Risk) New 11,500 SF Fire Station No.12 including two drive-through bays and ambulance bay with adjacent support rooms (gear lockers, decon room, SCBA), 10 bunkrooms, living quarters, fitness center and ICC 500 Storm Shelter. ***Completion: 2020***

New Fire Station No. 23, Consolidated Fire District #2

PRAIRIE VILLAGE, KANSAS

New single story, three-bay fire house including glass overhead doors with a brick and stone façade, eleven bunk rooms, living quarters, administration spaces, and training facilities with equipment and locker rooms. ***Completion: 2019***

New Public Safety/EMS HQ Station, Riley County

MANHATTAN, KANSAS

New 15,000 sf EMS Station Headquarters featuring five bays, ancillary equipment, living quarters, offices, training/conference room, and storage. ***Completion: 2025 (est)***

New HQ & Fire Station, and Maintenance Facility, City of O'Fallon

O'FALLON, ILLINOIS

Development of 15 acre parcel for new 16,400 sf **fire station**, 7,500 sf maintenance facility, future community greenhouse, and orchard grounds. Site configuration provides safe separation of public pedestrian and vehicular traffic from the City and Fire functions. ***Completion: 2015***

Representative Experience

New Police Station, City of Perryville

PERRYVILLE, MISSOURI

New 7,500 sf fully functional **police station** was designed with secure entry lobby; detective, patrol and administration offices; prisoner intake; detention area; evidence lab and storage; armory; records; training facilities; IT Department.
Completion: 2009

Police Station, Village of Swansea

SWANSEA, ILLINOIS

Multiple projects for **police station** including planning and design for new sally port addition, exterior canopy layouts and design for side and rear vehicle areas, remodel of existing locker rooms/restrooms, and support storage areas.
Completion: 2018

New Fire Station
Affton Fire Protection District

AFFTON, MISSOURI

New, one-story, 13,192 SF **fire station** facility including three bays, six bunks, fitness center, dayroom/dining/kitchen with four refrigerators and pantries, and three level training tower to facilitate ladder apparatus training. *Completion: 2020*

Three New Fire Stations,
City of Springfield Fire Department

SPRINGFIELD, ILLINOIS

Design for three new **fire stations** located on the east, south, and west sides of town including multiple bays, kitchen, dining area, offices, bunk rooms, and community room.
Completion: 2024 (July & December)

Multiple New Fire Stations
Mehlville Fire Protection District

ST. LOUIS, MISSOURI

Multiple new **fire stations** featuring three bays, living quarters, multi-story training towers, decon room, SCBA room, gear rooms, and fitness centers. Also designed two-story **training and maintenance center** for the District as well as Missouri's first **Safe Haven Baby Box** at Station No.2. Currently providing renovations for two stations.
Completion: 2009 - 2023

Section 5
Project Approach & Familiarity with Area/Accessibility

Project Approach

Police Fleet Canopy Parking

Approach

We understand the importance of open dialogue and listening to the operational requirements of your staff. Interactive meetings with all involved (City of Neosho representatives, staff, stakeholders, core and support design teams) allow the the City to make informed decisions throughout the planning, design, and construction process. 2D and 3D drawings and BIM models are utilized to greatly increase the City's ability to visualize and make knowledgeable decisions. Critical Path decisions are made after careful evaluation of options so that all involved are educated as to "Why" a direction is selected and "Why" other potentials were not.

Tools of Engagement are found in the sidebar at the right.

Communication

Meetings are conducted in person, via telephone, or by online portal (e.g. Zoom, Teams) as appropriate to the type of meeting. Each meeting/ work session will include pre-approved agendas so all participants can fully prepare. All project decisions, meetings (impromptu and planned meetings), and presentations will be documented with meeting minutes issued to all participants to promote open communication and create an accurate historical database.

Project Delivery Methods - DBB and CMaR

Archimages is experienced in multiple project delivery methods including the traditional Design-Bid-Build (DBB) and Construction Manager (CMAgent, CMaR) systems and the variations that have developed around these methods.

We have successfully delivered municipal projects with the DBB method for over 36 years and are well versed with the various elements of this delivery process. Likewise, we have successfully delivered numerous projects in the 'newest' industry delivery method, CMaR. ***Recent CMaR experience includes multiple new fire stations for the Kansas City Kansas Fire Department. We assisted the City with the CMaR SOQ process, interviews, and final selection.***

Cost Estimating

Archimages has extensive experience in cost estimating and cost control. Our estimates are detailed and are done in-house by personnel having over 50 years of combined experience. Our detailed estimates are provided in various formats including estimates by phases and cost analyses of specific items. At a minimum, cost estimates will be produced during the Schematic Design Phase, the Design Phase, and during the Construction Documents. Meetings are held to walk our clients through the estimates to insure we have not missed any information.

Tools of Engagement

- Interactive Work Sessions
- Review of Comparable Plans & Specifications
- Programming Surveys
- 3D Modeling of Options
- Budget & Schedule Database Review
- Lessons Learned Evaluations
- Tours of Existing Facilities
- Forensic Building Review
- Field Measurement Verification

Project Approach

Design for Health

Behavioral Health

Incidence of PTSD, anxiety, and other health issues are on the rise for municipal staff and public safety responders. Archimages' designs incorporate numerous elements to encourage physical, emotional and mental healing. We utilize our award-winning healthcare design division to inform and support our design choices. Strategies include creative use of windows/ glass for abundant daylighting to support natural circadian rhythms; generous views to outdoors and nature; exterior patios for dining and relaxation; private/calm spaces to destress and process thoughts; sleeping quarters with darkening capabilities to promote sleep; natural color palettes and use of natural (but durable) materials to bring the warmth of exterior world inside the station; high indoor air quality through proper ventilation and filtration measures; and use of anti-microbial materials to reduce possible anxiety regarding health safety.

Cancer Prevention

Firefighters high exposure to carcinogens comes from rescue missions, chemicals that remain on firefighters and their equipment after missions, as well as exhaust within station apparatus bays. Station design elements that provide for exceptional mitigation include high volume bay exhaust systems, increased station fresh air exchange rates, decon rooms placed directly next to bays for immediate sanitization of firefighters and disposal of carcinogens from their equipment, and sweat saunas to remove chemicals from skin. Our thorough designs prevent carcinogens from contaminating the station and provide for safe and healthy living and work environments.

Cost / Budget Procedures

Archimages approaches budget control as a pro-active, rather than reactive process. A budget analysis and cost model will be established with the overall project team. First cost, as well as life-cycle analysis will be continually evaluated to keep projects within budget. Current cost data bases of completed projects will be used to validate initial project assumptions. Major components of the design are reviewed and priorities are established on where to focus financial resources.

Past Record of Performance:

Fenton Fire Protection District (MO)
4.5 acre Campus:
26,700 sf HQ/Station/Training Center and
6,500 sf Maintenance Bldg
Budget / Estimate: $10,000,000
Actual Cost: $9,965,038
Complete: 2022 (on schedule)

Creve Coeur Police Department (MO)
26,000 sf New Police Station
Budget / Estimate: $8,858,951
Actual Cost: $8,177,482
Complete: 2019 (on schedule)

City of Rock Hill (MO)
18,500 sf Combined Municipal Campus
(City Hall/Police/Fire Station)
Budget/Estimate: $5,600,000
Final Cost: $5,596,248
Completion: 2018 (On schedule)

Design for Facility User Mental & Physical Health

Design to Meet Budget

Design for Costs and Energy Efficiency

"Thank you for all of your hard work, it is apparent to all of us that we are getting a fantastic building."

Glenn Eidman, Chief of Police (retired)
Creve Coeur Police Department (MO)
Project: New Police Station

Project Approach

Fenton Fire Protection District, Display Area for Antique Truck (display wall shelves not shown)

Schedule

Archimages is responsible for developing and managing the project schedule. **Critical path** elements are identified and prioritized at the outset of the project. The City, design team, and outside authorities will be consulted so that proper coordination and timeframes are included in the master schedule. **User meetings** are established early so consistent participation is achieved. Our project team reviews schedules, next steps, and responsibilities during each meeting so all participants have the current status. Schedule control is a critical aspect of overall project quality.

See a Sample Schedule on page 51 of our detailed scheduling approach. We will further customize this schedule after discussions with your representatives.

Sustainable Design

Archimages promotes building designs that make healthy, environmentally responsible spaces for staff and visitors, while being cost effective for the Client. Our energy efficient designs are carefully turned to the Client's needs. Sustainable project elements include building orientation, building envelope, advanced energy design (i.e. interior and exterior lighting, occupancy sensors, demand response programs, etc.), daylight harvesting, renewable energy production, and advanced thermal design. We have experience with sustainable design programs such as LEED, Green Globes, and Energy Star with several certified projects.

"Archimages has excellent attention to detail and a powerful creative vision that has been a great asset to us. They have consistently worked long hours to provide the support we've needed for our new Government Center project. I heartily recommend Archimages."

Bill Schwer, P.E., City Manager
City of Ellisville (MO)
Project: Combined City Hall/Courts & Police

Project Approach

Construction Administration Approach

Archimages provides Construction Administration on every project we design. Much time is spent helping clients organize their initial ideas to prepare a design and detailed plans documenting exactly how a structure is to be constructed. It is our responsibility, as licensed professionals, to observe construction to ensure that design protocols are being followed during the building process.

Our Construction Administration approach involves carefully observing construction, taking photographs, and identifying inconsistencies with design documents. If contractual specifications are not being followed, we meet with the builders' supervisors to discuss the issues and develop proper solutions that fully address the identified inconsistencies. Archimages also serves as the point of communication between the contractor and City of Neosho representatives in matters regarding the contract including changes, acceptance of the work and payments to the contractor.

Bottom-line: Archimages is working for our clients' complete satisfaction. ***Our role during construction is to protect the City of Neosho and ensure you get the facility that was designed.***

Quality Control

Our "Quality Control" begins at the outset of each project with the major contributor being the expertise our staff brings to the process. Archimages has established a detailed communication and Quality Assurance Program (QAP) to ensure professional level products are delivered at all stages of a project. The Project / QC Managers are responsible for orchestration of the QAP which includes the following elements:

1. All communication directed through Archimages' project manager for ultimate single point responsibility.
2. Pre-establish all meeting agendas with the client documenting responsiveness to goals and progress.
3. Conduct bi-weekly internal management team meetings to review recent progress and near/future agenda items.
4. Maintain an "Action Log" that highlights open issues, while documenting responses to all previous issues.
5. Establish document production schedules with pre-determined review/coordination periods for all disciplines lead by Archimages' QC Manager.
6. Maintain an interactive website so that all parties can review all contract related documents including meeting notes, calculations, field observations, photos, plans and specifications.
7. Conduct "Page Turn" of all final documents with Client and Design Team leaders prior to issuance.

"Our new fire station would not have been so beautiful without Archimages' input from the beginning. Our community just loves it. We as a Fire District love it because it fits our needs for the next fifty years. From a fiscal point of view, we could not be happier that the project completed on time and on budget."

Nickolas R. Fahs, Fire Chief (retired)
Affton Fire Protection District (MO)
Project: New Fire Station

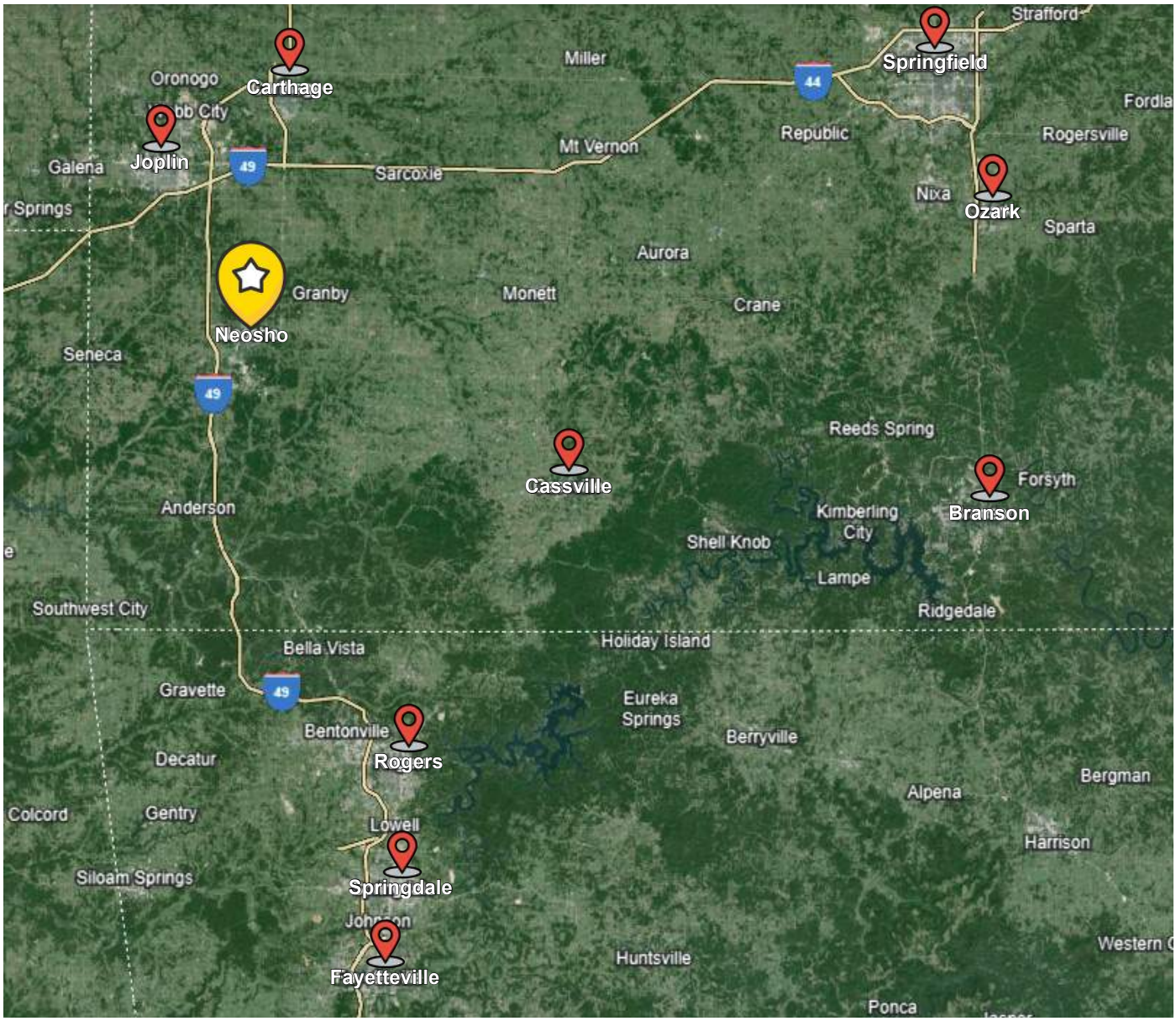
Familiarity with Area & Accessibility

Familiarity with Area

For 36 years, Archimages has been successfully serving Missouri clients. We have years of experience coordinating with the local agencies and utility companies throughout the state. We have provided services within the Neosho Area including Joplin, Springfield, and Cassville as well as other regional cities as shown on the map below. Projects within the Neosho area have included municipal/public safety, federal justice, retail, and healthcare.

Accessibility to Neosho Representatives

We have perfected efficient and effective methods for successfully serving clients throughout Missouri, Kansas, and Arkansas. We will provide outstanding service and accessibility to the City of Neosho.

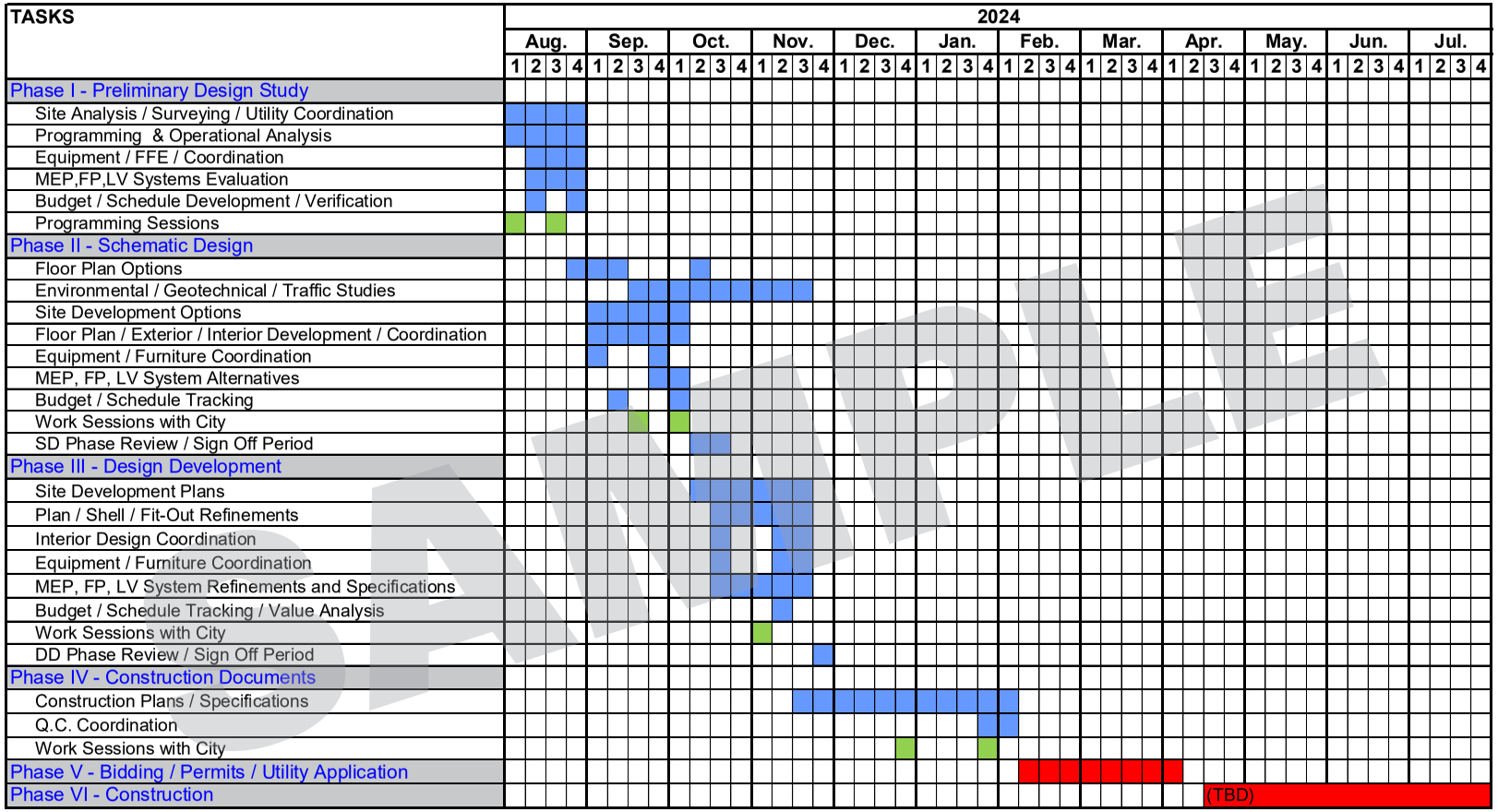


Section 6
Level of Effort / Schedule

Level of Effort / Sample Schedule

Archimages

City of Neosho, Public Safety Center



SAMPLE

Section 7
References

References

Police Entrance Lobby

Project: Municipal Complex
(Combined City Hall / Police / Fire Station)
City of Olivette
1140 Dielman Road
Olivette, MO 63132
Darren Mann, Finance Director
(314) 993-0444

Project: Municipal Campus
(Combined City Hall/Police Dept. & Fire Station)
City of Rock Hill
Garrett Schlett
City Manager
827 Rock Hill Rd.
Rock Hill, MO 63119
(314) 968-1410

Project: Combined City Hall, Courts & Police Renovation and Expansion
City of Ellisville
1 Weis Avenue
Ellisville, MO 63011
Bill Schwer, City Manager
(636) 227-9660

Project: Multiple Fire Stations
Mehlville Fire Protection District
Fire Chief Brian Hendricks
11020 Mueller Road
St. Louis, MO 63123
(314) 894-0420

Project: New Municipal Center
(Combined City Hall & Police Dept)
City of Eureka
Sean Flower, Mayor
100 City Hall Drive
Eureka, MO 63025
(636) 938-5233

Project: Multiple Fire Stations
Fenton Fire Protection District
Asst. Chief Chris McCarthy
845 Gregory Ln.
Fenton, MO 63026
(636) 343-4188

Project: Fire Station Renovation
Ozark Fire Protection District
Fire Chief Jarett Metheny
604 N. 3rd Street
Ozark, MO 65721
(417) 581-4436

Project: New Police Station
City of Creve Coeur
Police Captain Tim Koncki
350 N. New Ballas Road
Creve Coeur, MO 63141
(314) 274-2110

Section 8
Conflict of Interest Information

Conflict of Interest

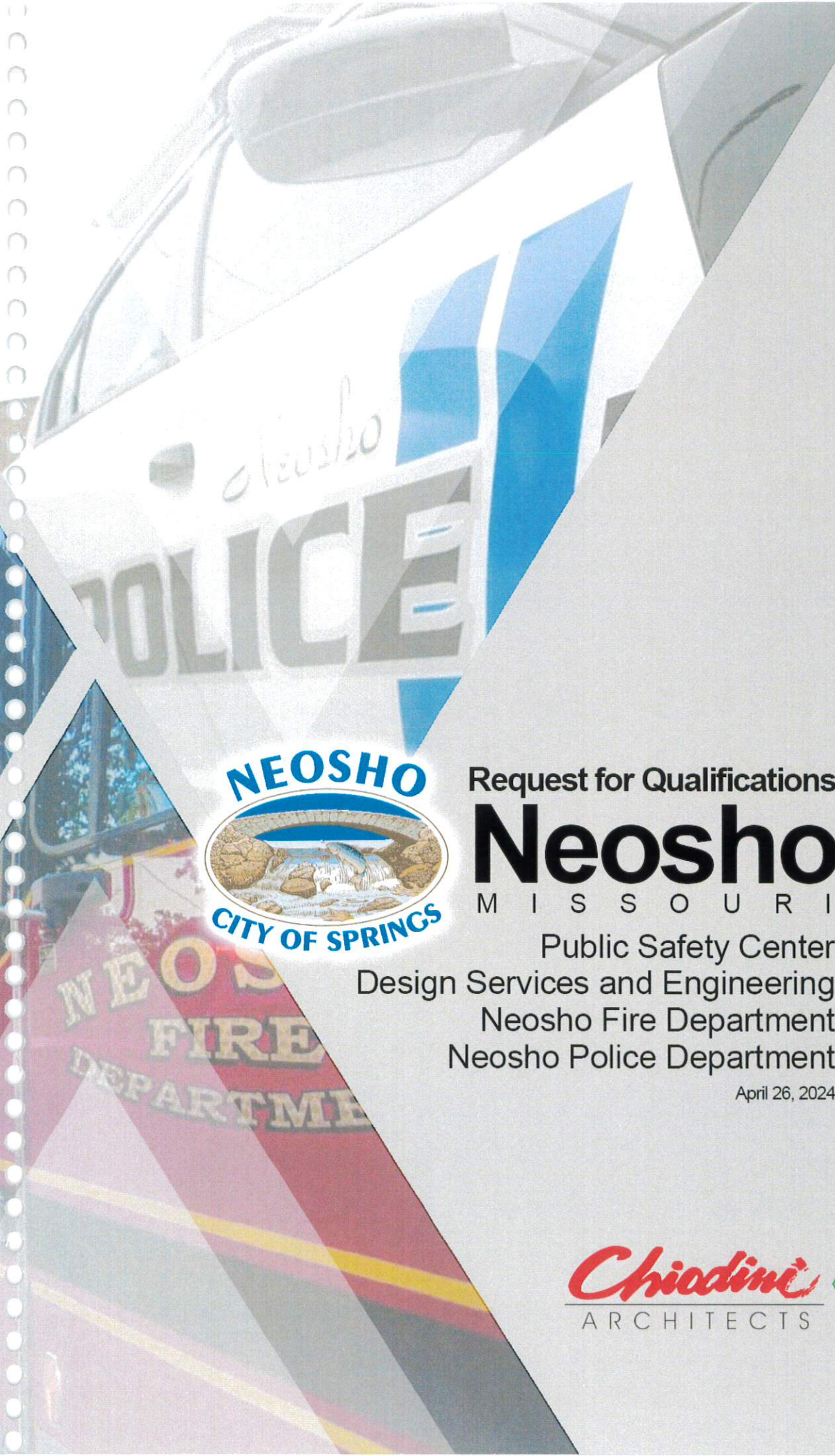
Kansas City,Kansas Fire Department New Fire Station No. 12

Conflict of Interest

Archimages has no conflicts of interest with the proposed new Neosho Public Safety Center.

" Our team worked with Archimages to budget and construct our first new fire station in approximately twenty years. The Archimages team led us through the entire process and completed the fire station on time and within budget. . . . Archimages was able to deliver a quality product that will keep our first responders and the community safe for years to come and our team has already selected them to build our next fire station. "

Michael Callahan, Fire Chief
Kansas City, Kansas Fire Department, (KS)
Project: New Fire Station No.12



NEOSHO
CITY OF SPRINGS

Request for Qualifications

Neosho

MISSOURI

Public Safety Center
Design Services and Engineering
Neosho Fire Department
Neosho Police Department

April 26, 2024

FIRE DEPARTMENT CITY OF NEOSHO

POLICE DEPARTMENT NEOSHO MO

Chiodini ARCHITECTS

INSIGHT DESIGN iDeA ARCHITECTS

Letter Of Interest

Insight Design Architects, in partnership with Public Safety Specialist, Chiodini Architects, are excited to express our interest in providing architectural and engineering services for the new Neosho Police and Fire Departments. We pride ourselves on our extensive experience and success in creating cutting-edge public safety facilities throughout Missouri.

Our proposed method for advancing this project involves a thorough and transparent communication strategy with the City of Neosho to ensure that all parties are consistently informed and involved throughout the project's phases. Initially, we will engage with all relevant departments to gather comprehensive requirements during the programming stage. This will be followed by the development of initial design concepts during the schematic design phase, which will specifically address functionality, security, and the unique challenges associated with the Coler and Washington corridor site.

The subsequent design development phase will refine these plans into detailed plans, incorporating city and first responder feedback. Our team will then prepare detailed construction documents ready for bidding, assist the city during the bidding process to ensure the selection of qualified contractors, and finally oversee construction to guarantee adherence to design specifications, quality standards, and timelines.

To keep the City apprised of our progress, we will implement a detailed communication plan which includes monthly written progress reports, bi-weekly meetings (both in-person and virtual as required), and open communication throughout.

The Chiodini+Insight Design Team are committed to delivering a comprehensive scope of architectural services, including all necessary civil, structural, mechanical, and electrical engineering aspects, to cover all services essential for top-tier public safety facilities. Our expertise is particularly strong in areas such as public and staff safety, specialized storage, and multifunctional space design, which are crucial for enhancing the functionality and efficiency of public safety operations.

Thank you for considering our proposal. We are excited about the potential to discuss this project further with you and to explore how we can best contribute to the Neosho community's safety and well-being through our architectural design.

Sincerely,

Louis G. Chiodini (Chiodini Architects)
Michael A. Chiodini (Chiodini Architects)

Eric Albers (Insight Design)
Nate Papp (Insign Design)

Who We Are

Chiodini ARCHITECTS

Chiodini Architects is an award-winning architecture and interior design firm committed to excellence in design while enhancing the lives of the users with economically and environmentally responsible solutions. In 1974, Lou Chiodini founded Chiodini Architects and has passed down to his son and co-President, Michael, the importance of producing work of enduring value: buildings that are expressly right for their time and place and that culturally and physically age gracefully. Our projects are diverse in type, size, and location. The firm has earned a reputation for both designing exceptional new facilities and spaces and, through preservation, adaptive reuse, and renovation, discovering innovative ways to reuse buildings.

We use a truly integrated process to reduce energy consumption, maintenance and operation costs, and the environmental impact of our designs. The benefits of Green Building Design (LEED) are very wide ranging. They begin with efficiencies and environmental qualities that can be realized directly by the user or owner and extend to global concerns of pollution, renewable resources, and recycling.

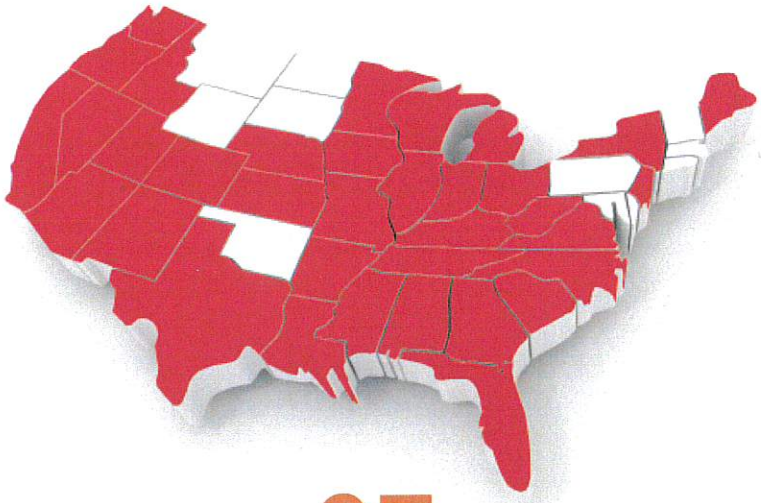
Architecture is a collaborative art. We actively engage our clients and consultants to understand the needs of the users, the opportunities of the site and facility, and the budget, in consideration of the social, cultural, and environmental constraints and goals of each project. Our architects and interior designers thrive on the healthy dynamic and meaningful dialogue surrounding projects.

Fostering both Principal involvement and personal attention, Chiodini has purposefully maintained a collaborative team studio environment; a team with a median tenure of 18 years. This continuity exemplifies our philosophy of commitment and dedication to continuously advance better practices when working together as a team, both internally and with clients.

We strive to be the most creative designers and problem solvers out there we have a passion for what we do and bring that enthusiasm to you!

ESTABLISHED IN 1974

CENTRALLY LOCATED
SAINT LOUIS
MISSOURI



LICENSED IN **37 STATES**

4 LICENSED ARCHITECTS

2 LEED AP CERTIFIED

1 NCIDQ CERTIFIED INTERIOR DESIGNER

VETERAN OWNED BUSINESS

VETERAN OWNED

58% EMPLOYEE DIVERSITY

Firm Information

Chiodini Architects
Architecture & Interior Design
1401 S. Brentwood Blvd., Suite 575
St. Louis, Missouri 63144
314.725.5588 www.chiodini.com

VETERAN OWNED BUSINESS

Date Established: 1974
Organization: Missouri S-Corp
Federal Tax ID: 43-1020010
Missouri ID: A-135-D

Hours of Operation:
Monday - Friday 8:30am to 5:30pm

Principal/Owners:
Louis G. Chiodini, President I Managing Principal
lchiodini@chiodini.com
314.808.5588 cell

Michael A. Chiodini, Principal in Charge
Director of Architecture
mchiodini@chiodini.com
314.494.5566 cell

Financial Health:
Chiodini Architects has no debt and has been profitable for over 40 years.

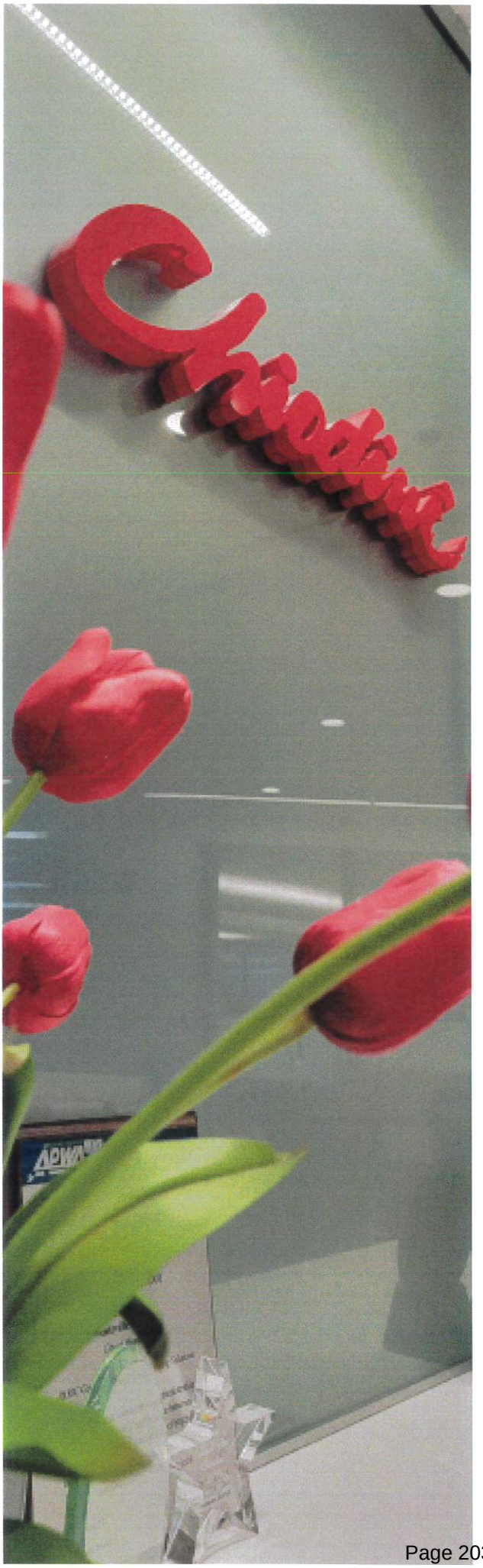
UMB Banking Reference:
Gregory Aman
7700 Forsyth Blvd., Ste 120
St. Louis, MO 63105
(314) 719.4362
Gregory.Aman@umb.com

Claims:
Neither Louis G. Chiodini, Inc. (dba Chiodini Architects) nor any of its officers has had any professional liabillity, civil or criminal claims, judgments, or suits.

Website:
www.chiodini.com

Years in Business: 50

Total Staff: 15
In-house Registered Architects: 5
Designers: 2
Interior Designers: 1
Graphic Designer:1
Architectural Staff: 9
Admin Staff: 2



Who We Are

Insight Design Architects, LLC was established in 2010 by Eric Albers and Nathan Rapp. In 2013, we purchased the current office at 112 South Main Street in Nixa, MO. At the core of our philosophy are three objectives: design excellence, technical accuracy, and client satisfaction.

IDeA was founded to bring a client-centered business model to architecture. Our goal is to simplify the building process for our clients, to clarify any questions they may have, and to make their lives easier by having an experienced partner guide them through their decision making.

Design excellence not only means understanding the shape, scale, and materials of building; but also consulting with the Client regarding the interior adjacencies, the relationship of interior to exterior space, and understanding that our personal design preferences do not matter nearly as much as the qualities that make sense for the project and the Client.

We pride ourselves on our knowledge of how buildings go together and the technical accuracy with which we draw. Ultimately, a Client will be most satisfied with a building that performs in its environment.

The highest compliment our firm receives is repeat business and the referral of our services for quality work that is on time and on budget. Over the past decade, we have been responsible for over 4 million square feet of Bass Pro Shops retail space. These stores are highly complex, have short schedules, and require an extensive attention to detail. It is a testament to our skill and competence that we continue to serve this Client.

Firm Information

Insight Design Architects
Architecture & Interior Design
112 South Main Street
P.O. Box 1982
Nixa, MO 65714
417.724.8553
www.insightdesignarchitects.com

Date Established: 2010
Organization: Missouri S-Corp
Federal Tax ID: 27-2194359
Missouri ID: 21125970

Hours of Operation:
Monday - Friday 8:00am to 5:00pm

Principal/Owners:
Eric Albers, Partner
Cell: 417.569.2132
albers@insightdesignarchitects.com

Nate Rapp, Partner
Cell: 417.459.2069
rapp@insightdesignarchitects.com

Financial Health:
Insight Design Architects has no debt and has been profitable for over 14 years.

Banking Reference:
Commerce Bank
1889 North State Highway CC
Nixa, Missouri 65714

Claims:
Insight Design Architects nor any of its officers has had any professional liabillity, civil or criminal claims, judgments, or suits.

Website:
www.insightdesignarchitects.com

Years in Business: 14

Total Staff: 5
In-house Registered Architects: 3
Designers: 2

Chiodini ARCHITECTS

Chiodini ARCHITECTS

Point of Contact

LOUIS G. CHIODINI, AIA I NCARB I LEED AP BD+C
Founding Principal

VETERAN OWNED BUSINESS

Background

Bachelor of Architecture
Washington University
Steedman Fellowship

Experience: 59 Years

Lou is founding principal and owner of Chiodini Architects. In 1971, Lou was awarded the Steedman Fellowship from Washington University, which allowed him to travel and study Architecture, Urban Planning and Interior Design throughout Europe. In 1974, Lou established Chiodini Associates, a St. Louis based architecture and design firm to provide clientele with high-quality, creative, professional design services. Lou's primary focus is in Project Design, Concept Development and Final Design.

MICHAEL A. CHIODINI, AIA
Principal in Charge

Background

Bachelor of Architecture
University of Kansas

Experience: 32 Years

Michael is a managing principal. He will be in charge of coordinating the Team efforts and gathering and distributing necessary information. He brings strong leadership and coordination within the office and the overall Team. He is responsible for assuring that all Team members understand their roles/responsibilities, meet project schedules, and provide services and deliverables exceeding expectations. Michael will be responsible for overall Team project QC/QA.

Selected Project Experience

City of Nixa Police Station - Nixa, MO
City of Berkely - City Hall Renovation
City of Berkely - Public Works
City of Berkely - Community Center
City of Brentwood - Public Works
City of Cape Girardeau, Missouri - New Police Headquarters | Municipal Courts
City of Cape Girardeau, Missouri - City Hall Space Needs Analysis
City of Ballwin - New City Hall
City of Wentzville, Missouri - New City Hall
City of Edmundson – City Hall/Municipal Court Study
City of Hazelwood City - Hall and Police Feasibility Study
City of Hazelwood - City Hall Façade Renovation and Window Replacement
City of Brentwood - Community Center Renovation
City of O'Fallon, Missouri - Municipal Center Space Needs | Reuse Study
City of Clayton - 10 S. Brentwood City Hall Relocation
City of Ladue, Missouri - Fire/Ambulance Facility Master Plan
City of Ladue, Missouri - Fire/Ambulance House #1
City of Ladue, Missouri - Fire House #2
City of Maryland Heights, Government Ctr & Police Headquarters
City of Bridgeton, Missouri Government Ctr & Police Headquarters
City of University - City Hall, Police Department & Municipal Court Feasibility Study
St. Louis County Departmental Relocations (including Police)
St. Louis County - New Truck Wash Bay
City of Columbia, Missouri New Government Center Complex:
Phase - Award winning Historic Renovations to Howard & Gentry City Courts Buildings & Parks
Department and Historic Renovation to the Daniel Boone Building.
City of Bridgeton, Missouri New Maintenance Facility
City of Brentwood – Community Center Renovation
St. Louis County – District 5 Department of Highways Roof Replacement
St. Louis County – Departmental Office Relocations (including Police)
City of Maryland Heights, Missouri New Maintenance Facility
City of Woodson Terrace, Missouri City Hall & Police Facility Renovation
St. Charles County, Missouri - Adult Detention Center Phase I + Phase II
St. Charles County, Missouri - Adult Detention Center Master Plan

GREGORY A. UPHOFF
Director of Design

LEAH HURT NCARB
Architect

Background

Interior Design
Washington University

Bachelor of Architecture
University of Cincinnati

Experience: 37 Years

Background

Bachelor of Architecture
Iowa State University

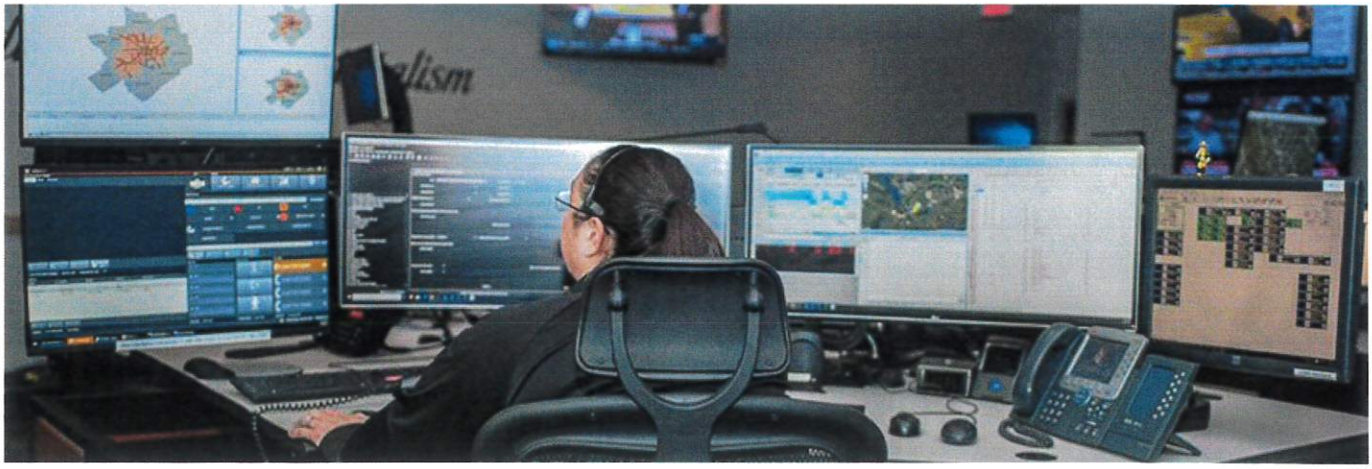
Experience: 5 Years

Greg will serve as the team's Project Designer. He will assist the Team in developing and planning design concepts and requirements. Several different building types make up his design background including Municipal, Collegiate, Recreational, Academic, Healthcare, Retail, Financial, Corporate, Hospitality and Religious facilities. Greg has a quick sketch echnique allowing for the development and analysis of alternatives quickly.

Leah is a licensed architect with experience in multifamily residential, municipal and commercial projects. She works with clients to ensure the project design meets clients' needs, expectations, and budget. From schematic design phase through construction, she works closely with consultants to spearhead coordination and scheduling efforts.

Selected Project Experience

City of Ballwin - City Hall
City of Wentzville - New City Hall/Government Center
City of University City - Police Dept & Municipal Courts
City of Edmundson, Missouri - City Hall
City of Sedalia - Council Chamber Renovation, MO
City of Maryland Heights- New Government Center
City of Maryland Heights- New Maintenance Facility
City of Bridgeton - New Government Center
City of Bridgeton - Maintenance Facility
City of Columbia - New Government Center Complex:
Howard & Gentry Buildings
City of Ladue -Fire Facilities Master Plan / New Fire Stations
City of Hazelwood - City Hall & Police Facility Feasibility
City of Woodson Terrace - City Hall and Police Facility
City of Clayton- Council Chambers Renovation



ERIC ALBERS, ARCHITECT
Partner

Background

Bachelor of Architecture
Drury University

Experience: 25 Years

Eric's career has focused on large scale retail development projects. His project experience has encompassed every aspect of project development from conceptual design through construction administration on projects ranging from strip center remodeling to the construction of new retail stores for Bass Pro Shops. Eric's background with Bass Pro Shops creates specialized knowledge and the experience necessary to deliver successful retail environments. Eric has been involved in the development of multiple retail prototypes including Camping World and Hobby Lobby, each having its own unique challenges and solutions tailored to accomplish client needs. Eric is involved in every facet from establishing construction drawing standards used to create the overall documents to intricate design features of individual components, working with department heads, determining essential program and spatial needs, and applying them to design concepts.

Eric's project experience includes lifestyle center master plan development. The newest paradigm for regional projects involves retail master planning and evaluating power centers combined with demographic based life style centers.

Eric has been involved with LEED integration into retail and education projects. Demonstrating sensitivity to local conservation efforts and global environmental concerns, Bass Pro Shops has been designing their projects to comply with many LEED standards. Design concepts can be implemented during design and construction to facilitate successful themed or non-themed retail projects which are sensitive to regional and global environmental issues.

Other project experience includes higher education facilities, stand alone and infill restaurant projects, office buildings including additions and remodels, religious master planning and facility design, warehouse distribution centers, and more.

NATE RAPP, ARCHITECT I NCARB I LEED AP
Partner

Background

Master of Architecture
University of Kansas

Experience: 22 Years

The principles of providing design excellence for each project, technical proficiency through drawing accuracy, and project satisfaction stemming from enhanced communication and customer service skills have guided the path of Nate's career. He has developed these skills by performing at a high level on a consistent basis and by treating each project with the same sense of value.

Though a variety of project delivery methods exist, the most important aspect of any method is to foster an atmosphere of teamwork. The team concept integrates all stakeholders of the process including the Owner, Architect, Engineers, Consultants, and the Contractor such that there are no adversarial relationships, but rather that all the team members are striving for the same goal. As the Owner's representative, it is the Architect's duty to protect the interests of the Owner and the integrity of the project. This is especially critical when it comes to performing the functions of site observation visits, pay application requests, and construction budgets. Each component of the process, from the germination of the original idea until the occupation of the building, is met with the same intensity, enthusiasm, and experience from start to finish.

As a LEED Accredited Professional, Nate has illustrated a dedication to environmentally sensitive design. While every project does not require a special certification, it is Nate's belief that the underlying principles of sustainable design can be applied to each project to create a smarter design.

Nate's complete understanding of the architectural process from project conception through design, documentation, and construction uniquely qualifies him as a trustworthy expert in the science of building.

METTEMEYER ENGINEERING LLC

ALAN METTEMEYER, PE I SE
CEO I President

Background

Bachelor of Civil Engineering
University of Missouri

Experience: 28 Years

Alan is the CEO/President of Mettemeyer Engineering.Alan is responsible for the strategic direction and oversightof the firm while engaging with client and projectdevelopment. With over 25 years of experience in thestructural engineering field, he has experience in a widevariety of building types, from 14-story hotels, 400,000 gallon aquariums, 99-story exterior glazing systems, anmulti-story EF5 tornado rated buildings.

Ingenuity, design and strength are more than just words ina tagline to Alan. They are the core attributes of each and every design.

Selected Project Expenence

City of Nixa Police Station - Nixa, MO (2024)
Nixa Police Station (2006)
Nixa Municipal Complex (2006)
Republic Police Station (2002)
Clinton City Hall, Clinton MO (2004)
Richmond Municipal Facility (2005)
Monett Police and Municipal Court Building (2006)
Springfield/Greene County – Public Safety Center (2010)
Greene County MO Sherriff's Office (2020)

CJD
Engineering | Energy | Innovation

ALLEN DAVIS, PE
Principal

Background

Master of Architectural Engineering
Kansas State University

Experience: 24 Years

CJD is a consulting firm specializing in ENGINEERING and ENERGY services with emphasis on applying INNOVATION in design and commissioning of mechanical, electrical, and plumbing systems. Our core philosophy revolves around providing client satisfaction and project success by focusing on effective communication to understand project goals, needs, and expectations. During more than 15-years of operation, we have focused on providing cost effective and efficient solutions for projects of all types and sizes. Our client and project portfolio includes a wide range of local, regional, and national clients with projects in the civic, industrial, educational, recreational, healthcare, worship, retail, multi-family,and hospitality market sectors.

Selected Project Expenence

City of Nixa Police Station - Nixa, MO Christian County Ambulance District – Ozark Location
Christian County Ambulance District – Nixa Location
St. James Police Department
St. Robert Fire House
Owensville Police Department
Hermann Fire House Renovation
Marshfield City Hall
Ozark City Attorney's Office Renovation
Ozark Public Works Headquarters and Vehicle Maintenance Facility
Ozark Police and Planning Department Renovations
Carl Junction City Hall
Republic Police Station Renovations
Carroll County Juvenile Justice Center
Richland Police Department
City of Springfield Police Headquarters
Missouri Court of Appeals Renovations
Springfield Historic City Hall Council Chambers E

olsson

Ricky Haase, PE
General Civil Team Leader

Background

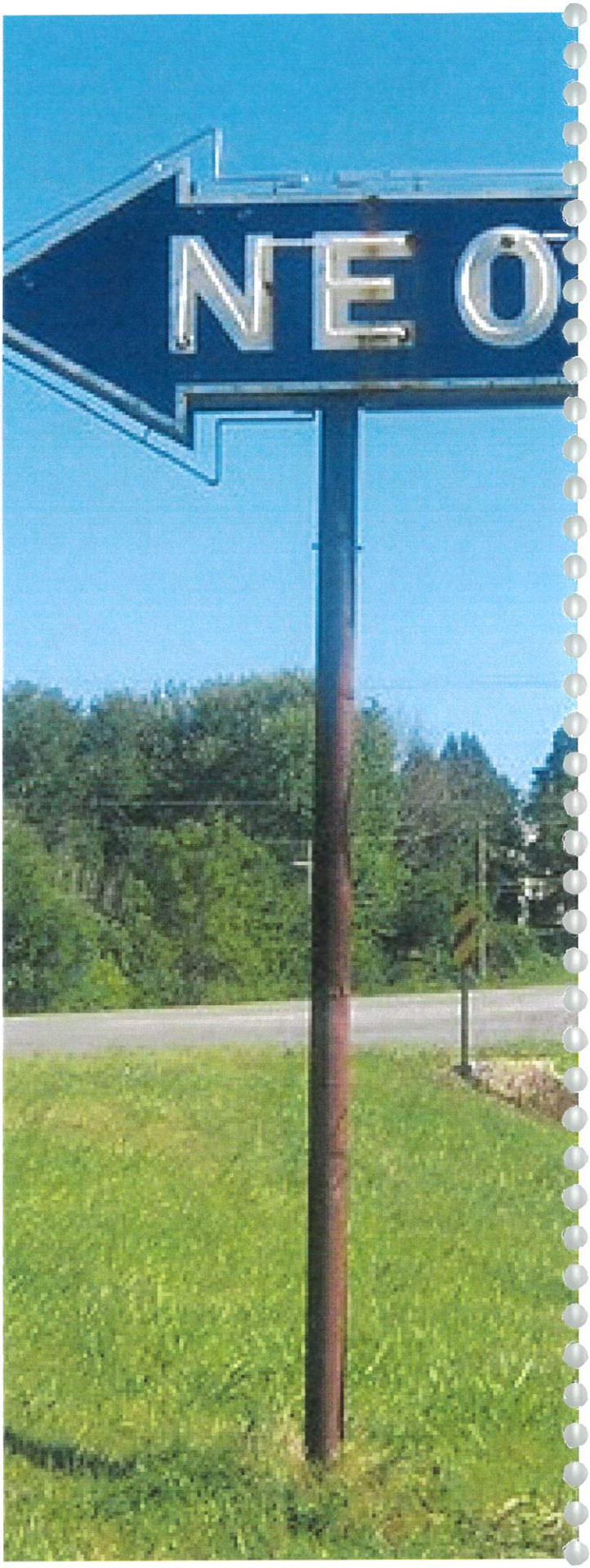
Bachelor of Civil Engineering, Municipal and Transportation Emphasis
University of Wisconsin-Platteville

Experience: 10 Years

Ricky has a passion for civil engineering and brings his "can do" positive attitude to work every day, working on development projects. He designs many types of infrastructure on a variety of civil engineering projects and trains inexperienced employees to do the same. He manages projects in an effort to provide the client with a great experience and a beautiful, safe, and functional finished development.

Selected Project Experience

City of Nixa Police Station - Nixa, MO
Nixa - Castlewood Senior Living
Nixa - Comp Water Master Plan
Nixa - High Point Water Storage Improvements
Nixa On-Call Stormwater Engineering Services
Nixa On-Call Stormwater
Nixa - North Point Church
Fayetteville Fire Stations 2,8&9
Fayetteville Police Headquarters
Southwest MO Fire and Police Stations
City of Joplin, Fire Station #7 Design Services; Joplin, MO
Lawrence County Law Enforcement Center Design
USACE - Fort Leonard Wood Replacement Hospital
Mercy Springfield Orthopedic Hospital Expansion
Whiteman Air Force Base Force Support Squadron Annex
United States Army Corps Engineers, USACE Mobile
Fort Bliss William Beaumont Army Medical Center Design



Chiodini+Insight Design Team Office Locations

Chiodini Architects
1401 South Brentwood
St. Louis, Missouri 63144

Insight Design Architects
112 South Main Street
Nixa, Missouri 65714

Mettemeyer Engineering
2225 W. Chesterfield Blvd., Suite 300
Springfield, Missouri 65807

CDJ Engineering
2225 W. Chesterfield Blvd., Suite 200
Springfield, Missouri 65807

Olsson
550 E St Louis Street
Springfield, Missouri 65806

Workload+Reserve Staffing

Chiodini Architects has a staff of 20 professionals. We have reviewed our workload and find that the personnel we've committed to your project will be available on the start date you've indicated and for the duration of the project as needed. If additional personnel are needed, we have that resource also. In fact, all our team members have reviewed their workloads and can assure our complete and total dedication to achieving the schedule set by Client.

Project Experience - Police I Fire I Municipal Facilities

RELEVANT FACILITIES EXPERIENCE - PAST 5 YEARS

- City of Nixa Police Station - Nixa, MO
- City of Berkeley - Fire Station #2
- City of Cape Girardeau, Missouri - New Police Headquarters | Municipal Courts
- City of Cape Girardeau, Missouri - City Hall Space Needs Analysis
- City of Ballwin - New City Hall
- City of Wentzville, Missouri - New City Hall

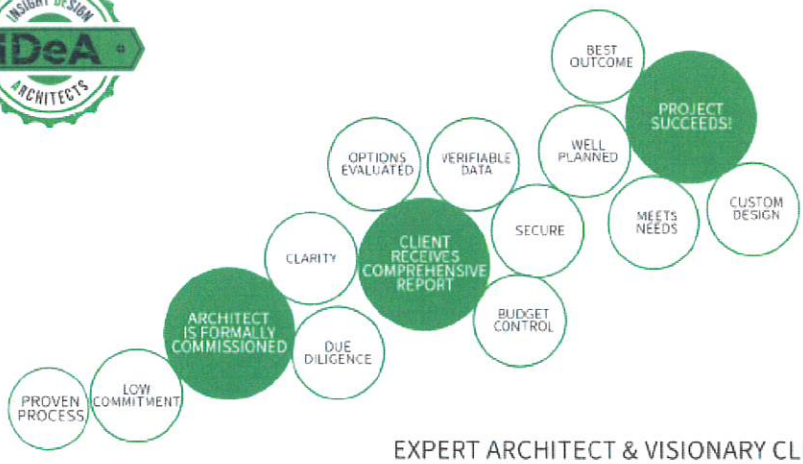
RELEVANT FACILITIES EXPERIENCE

Chiodini ARCHITECTS

- City of Clayton - 10 S. Brentwood City Hall Relocation
- City of Ladue, Missouri - Fire/Ambulance Facility Master Plan
- City of Ladue, Missouri - Fire/Ambulance House #1
- City of Ladue, Missouri - Fire House #2
- City of Maryland Heights, Government Ctr & Police Headquarters
- City of Bridgeton, Missouri Government Ctr & Police Headquarters
- City of University - City Hall, Police Department & Municipal Court Feasibility Study
- St. Louis County Departmental Relocations (including Police)
- St. Louis County - New Truck Wash Bay
- City of Columbia, Missouri New Government Center Complex:
  Phase - Award winning Historic Renovations to Howard & Gentry City Courts Buildings & Parks Department and Historic Renovation to the Daniel Boone Building.
- City of Bridgeton, Missouri New Maintenance Facility
- City of O'Fallon, Missouri - Municipal Center Space Needs | Reuse Study
- City of Brentwood – Community Center Renovation
- St. Louis County – District 5 Department of Highways Roof Replacement
- St. Louis County – Departmental Office Relocations (including Police)
- City of Maryland Heights, Missouri New Maintenance Facility
- City of Woodson Terrace, Missouri City Hall & Police Facility Renovation
- St. Charles County, Missouri - Adult Detention Center Phase I + Phase II
- St. Charles County, Missouri - Adult Detention Center Master Plan
- City of Sedalia – Council Chamber/Municipal Court Renovation
- City of Edmundson – City Hall/Municipal Court Study
- City of Hazelwood City Hall and Police Feasibility Study
- City of Hazelwood - City Hall Facade Renovation and Window Replacement

Project Experience - Police I Municipal Facilities

- City of Nixa Police Station - Nixa, MO
- Nixa Police Schematic Design Package – Nixa, MO
- Nixa City Hall Renovation/Remodel Schematic Design Package – Nixa, MO
- Nixa Public Works Restroom Remodel – Nixa, MO
- Eoff Family Farm Park, Nixa MO
- Nixa Dog Park – Nixa, MO
- Nixa Area Chamber of Commerce Office Infill – Nixa, MO
- Greene County Sheriff's Office Training Center – Greene County, MO
- Greene County Sheriff's Office Shoot House – Greene County, MO
- City Hall – Fremont Hills, MO
- CC Links – Christian County, MO
- Christian County Enterprises – Christian County, MO
- Walton County Tax Collector – Destin, FL
- 3rd Party Plan Review – Nixa, MO
- 3rd Party Plan Review – Ozark, MO



EXPERT ARCHITECT & VISIONARY CLIENT

WINNING APPROACH

REDUCE YOUR RISK & ACHIEVE THE BEST OUTCOME FOR YOUR PROJECT

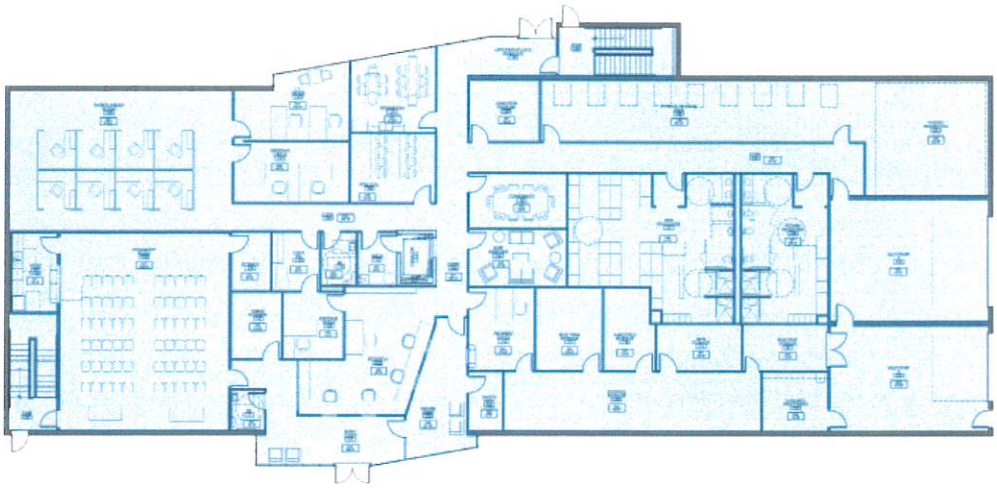
City of Nixa, Missouri

New Police Study

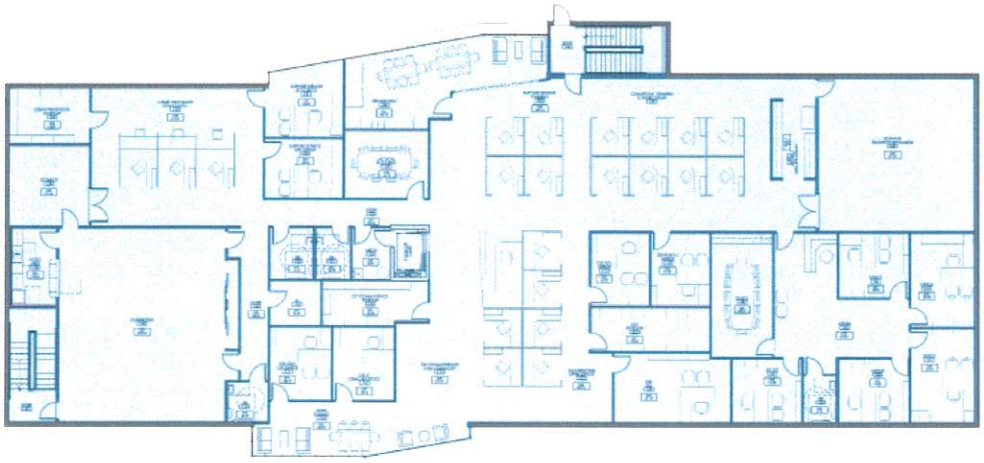
Nixa Missouri

The City of Nixa engaged Insight Design Architects to complete a schematic design and budgeting analysis for the new Police Department. IDeA worked directly with the Police Department and City Administrator to develop the program, coordinate the location, and evaluate a number of development scenarios to best serve the City. The City used this information to successfully pass a bond issue to fund this project.

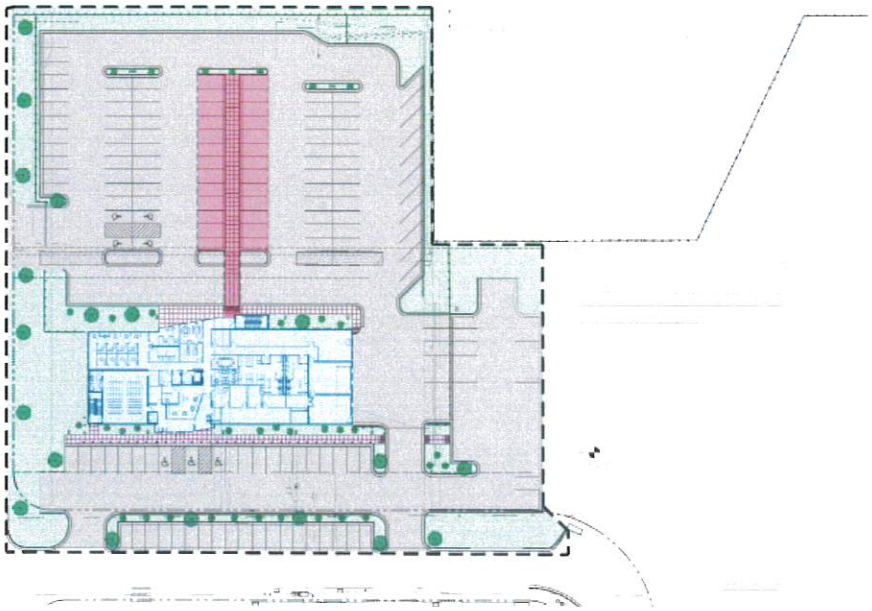
Client: City of Nixa Missouri
Size: 35,000 s.f. Cost: $11,300,000
Completed: Study
Team Member: Nathan Rapp | Eric Albers
Reference: Mr. Jimmy Liles, City Administrator, City of Nixa - 417.725.3785 jliles@nixa.com



NIXA POLICE DEPARTMENT - FIRST FLOOR PLAN



NIXA POLICE DEPARTMENT - SECOND FLOOR PLAN



City of Cape Girardeau, Missouri

New Police I Municipal Courts

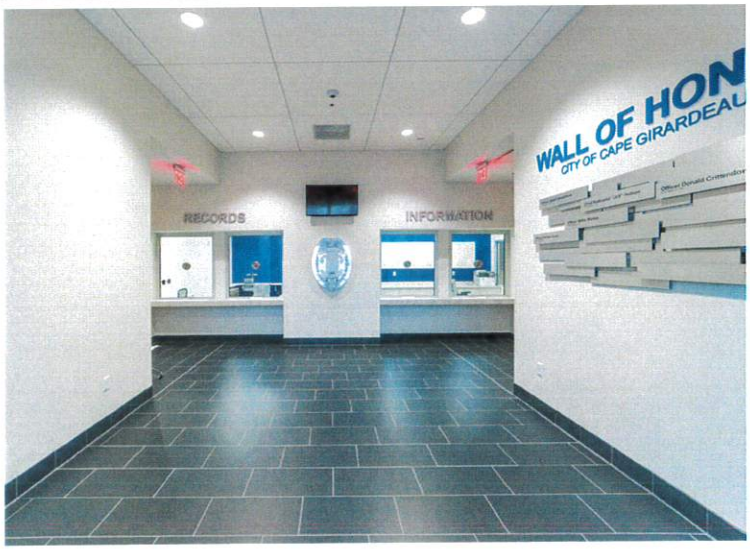
Cape Girardeau Missouri

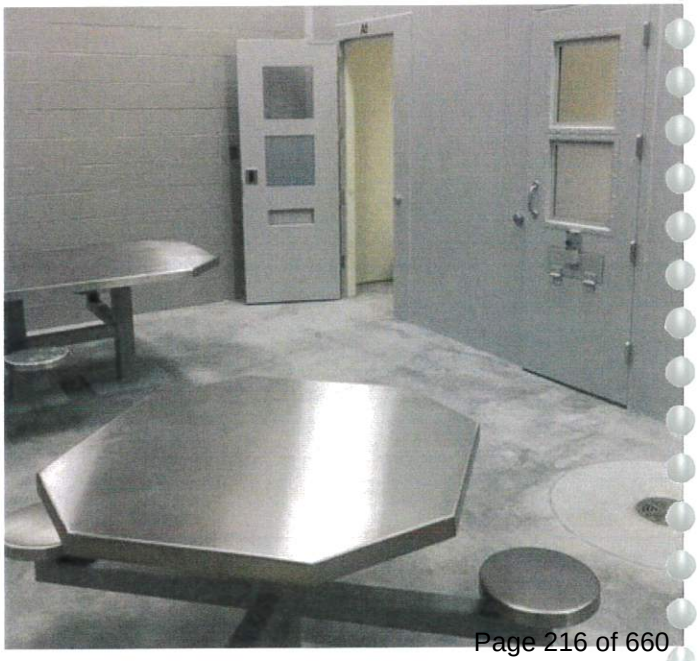
Chiodini ARCHITECTS

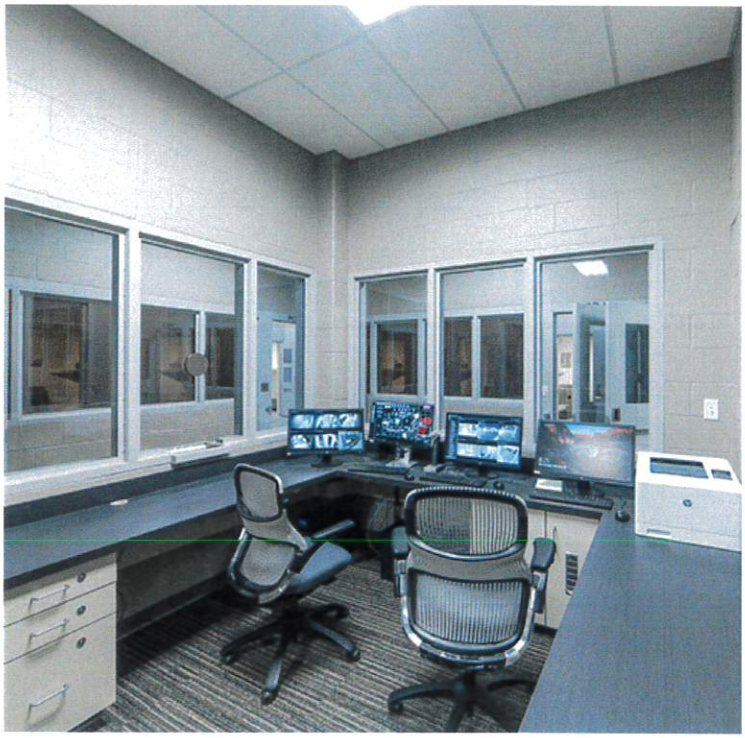
The Chiodini Architects Design Team was selected for the planning and design of the new Cape Girardeau Police Department Facility. The City and Police Department had selected the design-build process for project delivery; Chiodini Architects teamed with local general contractor, Kiefner Brothers, Inc., the premier commercial and institutional builder in Cape Grardeau, Missouri to realize this delivery method.

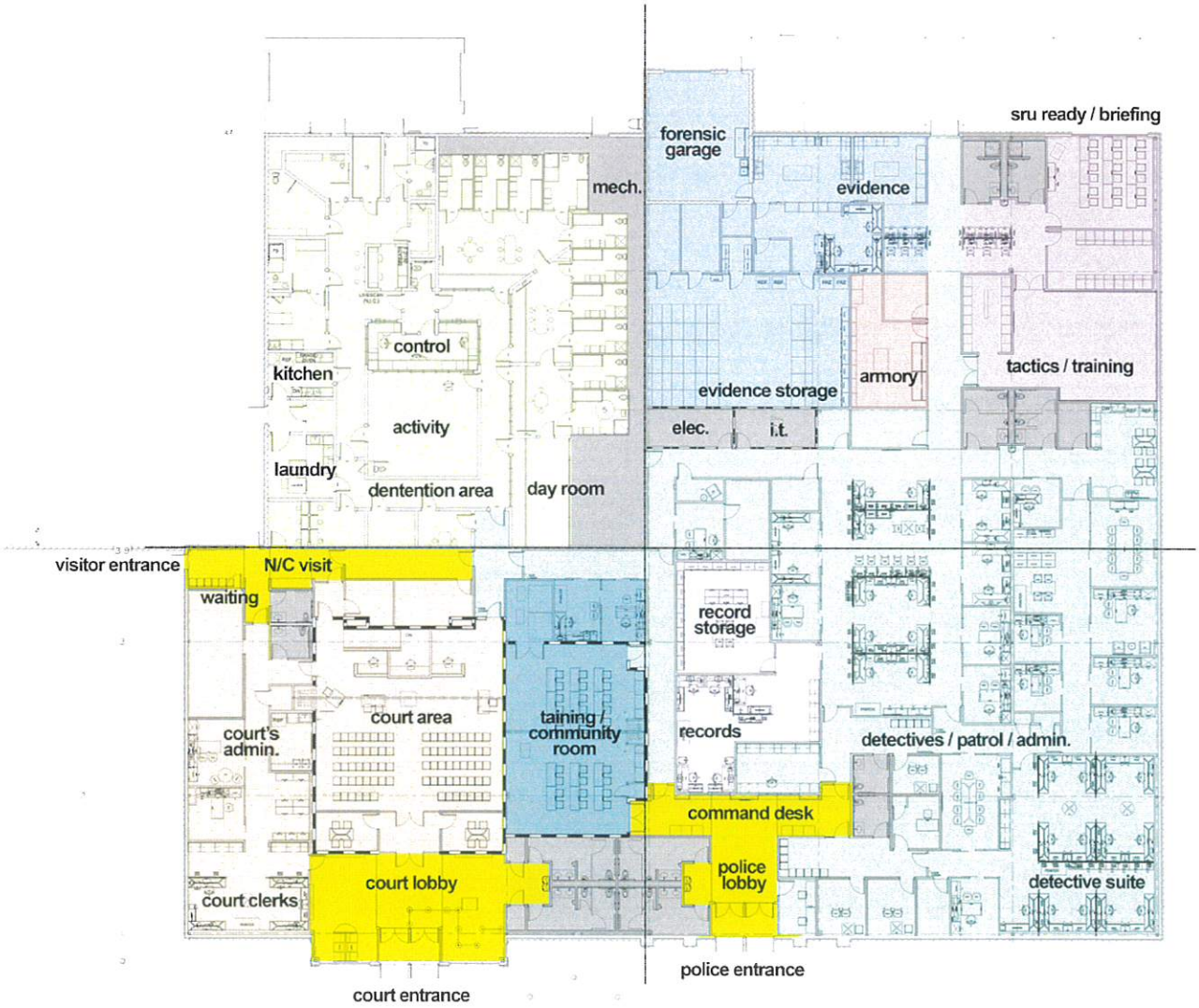
After over two years of Space Needs Assessments and Programming with FGM Architects the facility concepts continually exceeded the City and Department's established budget of $11,000,000 by over 36%. Subsequently; the City and Police Department issued a design-build Request for Proposal for the best Team that could provide a facility meeting the Police Department's needs and realize this budget. Through the interview process, the Chiodini Architects Team showed that through efficient planning and design a Police Facility meeting their current and future space and operational needs could be designed with a gross square footage in the range of 33,000 gsf to 38,000 gsf and, as a result, fall within their established budget.

Client: City of Cape Girardeau
Size: 36,000 s.f. Cost: $10,500.000
Completed: 2018
Team Member: Lou Chiodini I Greg Uphoff I Michael Chiodini
Reference: Wes Blair, Chief of Police 573.339.6735 wblair@cityofcape.org
Molly Mehner, Deputy City Manager 573.339.6320 mmehner@cityofcape.org








sru ready / briefing
forensic garage
mech.
evidence
control
kitchen
activity
laundry
dentention area
day room
evidence storage
armory
tactics / training
elec.
i.t.
visitor entrance
N/C visit
waiting
record storage
court's admin.
court area
taining / community room
records
detectives / patrol / admin.
command desk
court lobby
police lobby
court clerks
detective suite
police entrance
court entrance

City of Berkeley

Fire Station#2

Berkeley Missouri

Chiodini ARCHITECTS

Facility Type: Community Fire Station
Client: City of Berkeley
Size: 6,601S.F. Cost: 3.3M+- (Still in Development)
Completion Date: Stil Under Development
Prime Team Member: Lou Chiodini I Sue King I Greg Uphoff

Reference: Babatunde Deinbo - Berkeley Mayor bdeinbo@ci.berkeley.mo.us
Nathan Mai-Lombardo, CPM - Berkeley City Manager Nathan@ci.berkeley.mo.us
James Linhardt - Berkeley Fire Chief linhardt@ci.berkeley.mo.us

bedroom #1
bedroom #2
day room
bedroom #3
i t.
restroom
storage
mech.
laundry
toilet / shower
bedroom #4
kitchen
mech.
stor.
dining area
toilet / shower
bedroom #5
apparatus bay
work stor.
captain office
vest
emt office
bedroom #6
fitness room
lockers

natural bridge road (north)
koening circle
natural bridge road (south)
FIRE
BERKELEY
DEPT.

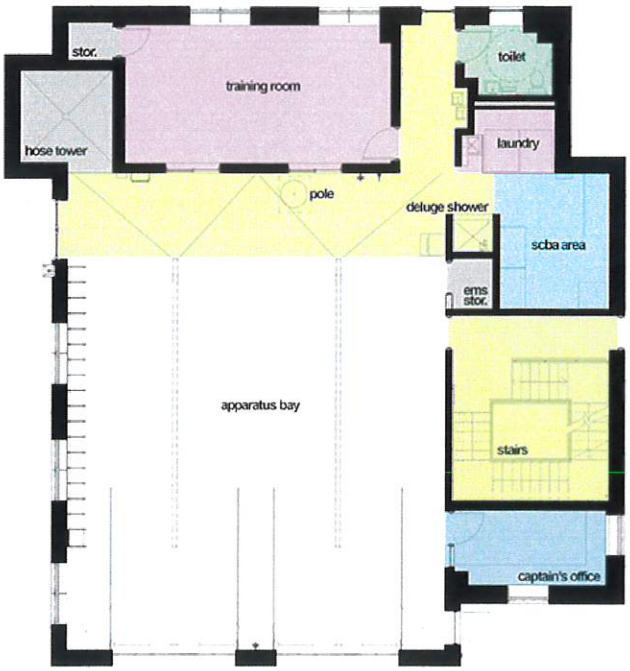
City of Ladue

Fire Station + Ambulance House #2

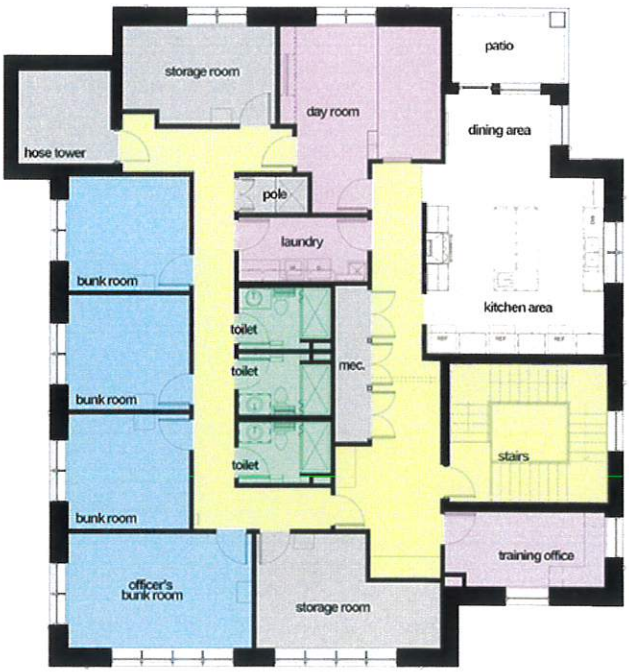
Ladue Missouri

Facility Type: Community Fire Station
Client: City of Ladue
Size: 8,826 S.F. Cost: 2.2M
Completion Date: 2015

Reference: Steve Lynn - Fire Chief (314) 258.0661 slynn@cityofladue-mo.gov



mainlevel



secondlevel

The City of Ladue retained Chiodini Architects to prepare a Municipal Fire Facilities Master Plan to assure the community of functional, efficient life/safety emergency services.

Based on functionality, efficiency and cost, the City selected the recommended option of replacing the two existing stations with new stations.

- 2 Story with a mezzanine
- 2 bay
- Lower Level : Workout Room, Storage
- Main Level: Apparatus Bays, Training Room, Work Room, Offices
- Upper Level: Kitchen, Bedrooms, Day Room

City of Ladue

Fire Station + Ambulance House #1

Ladue Missouri

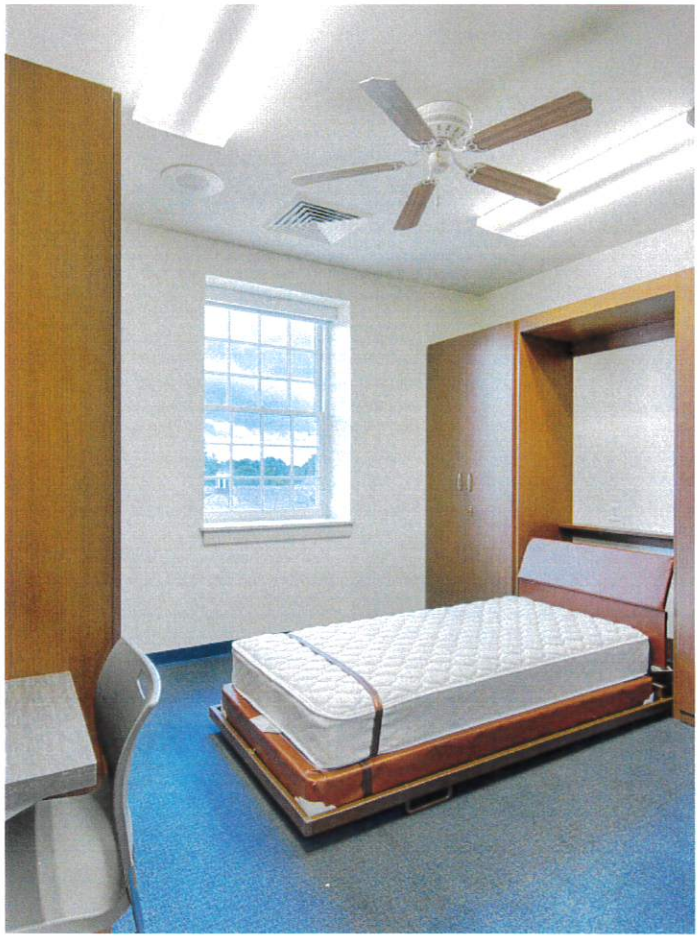
Facility Type: Community Fire Station
Client: City of Ladue
Size: 9,065 S.F. Cost: 3.1M
Completion Date: 2016

Reference: Steve Lynn - Fire Chief (314) 258.0661 slynn@cityofladue-mo.gov

mainlevel

secondlevel

Fire Company No. 1 is a 9,065 sf., two story, two apparatus bay building with a mezzanine. Main level includes Administrative Offices, work room and training room. Upper Level consist of six bunk rooms, kitchen, day room and patio.



City of Maryland Heights, Missouri

Government Center I New Police Headquarters I Courts

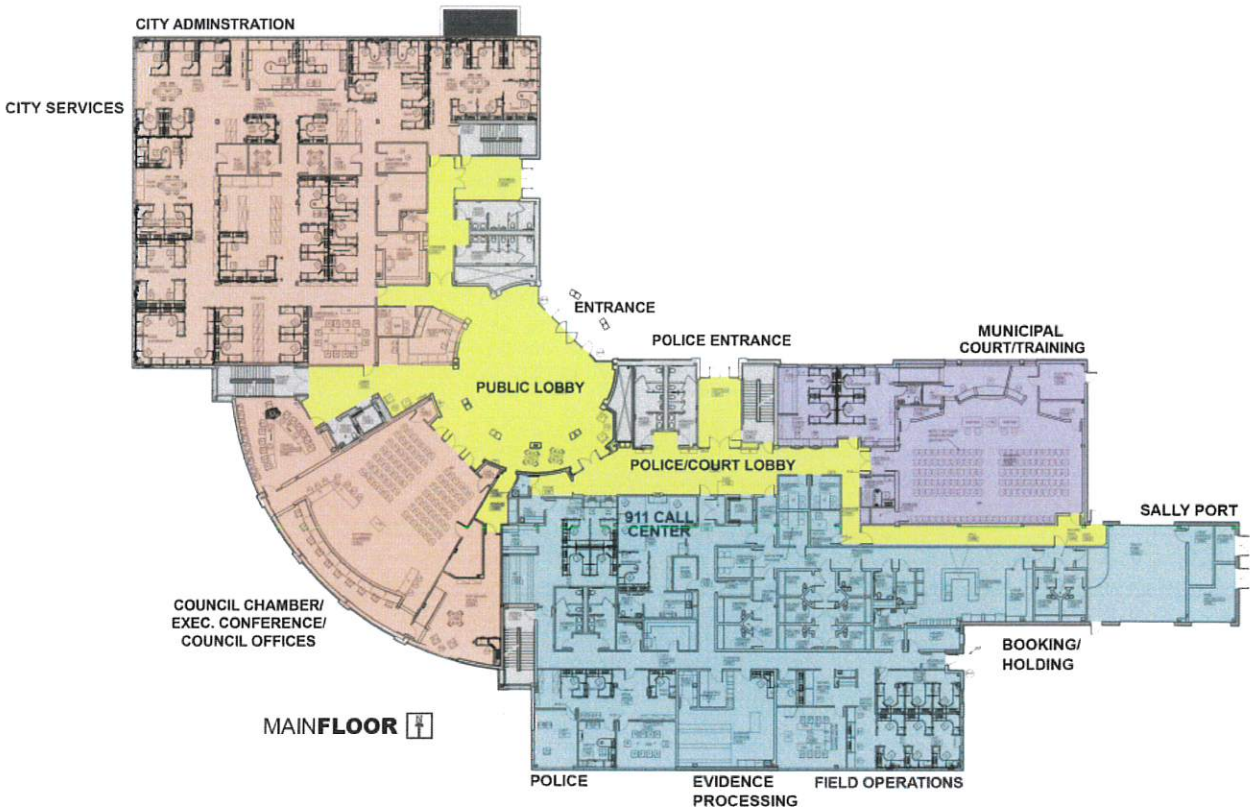
Maryland Heights Missouri

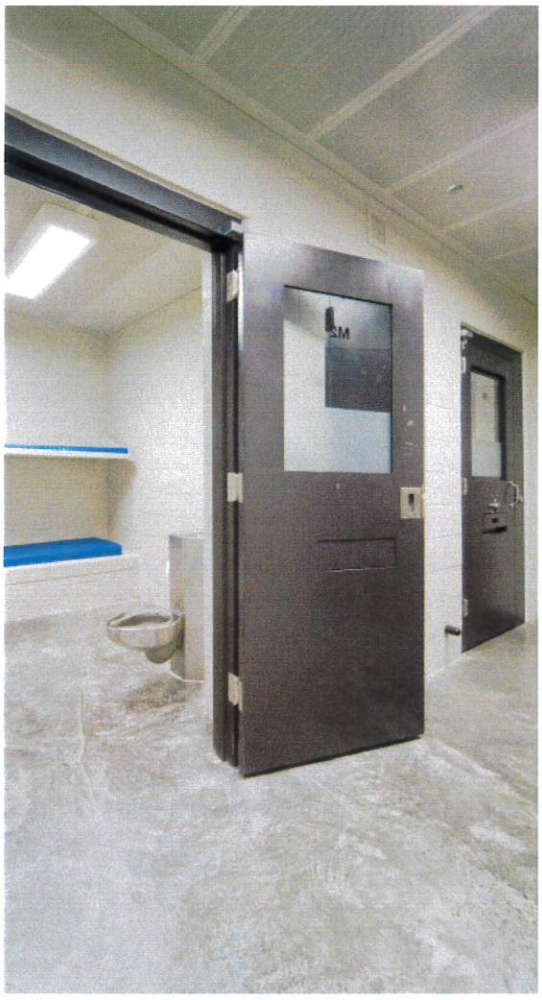
Chiodini ARCHITECTS

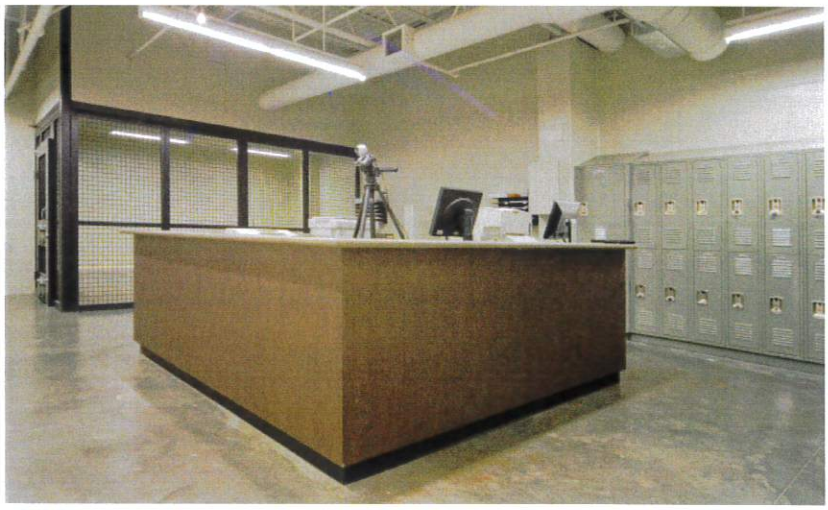
Project was started by other Programming and Design Firms, but due to extensive estimated cost overruns prior to starting construction, those firms were dismissed and Chiodini was hired to replace them and complete the project. Chiodini reevaluated the Space & Operational Program and was able to reduce the space needs by 20% and design a Public Building which met the practical needs and aesthetic "identity" needs of the Maryland Heights Community.

Approach included close collaboration with the Mayor, Council, City Administration, Police and facility users throughout the design process Police Chief Tom O'Conner said: "I want to thank you and your staff for the time spent with us. Your personal devotion to design this quality structure speaks for itself. The building is and will always be considered a beautiful work of function and art."

Client: City of Maryland Heights
Size: 68,000 s.f. Cost: $14,538,722
Completed: 2009
Team Member: Lou Chiodini I Greg Uphoff I Michael Chiodini I Sue King
Reference: Cliff Baber, Interim, Dir of Public Work 314.738.2258 cbaber@marylandheights.com


CITY ADMINSTRATION
CITY SERVICES
ENTRANCE
POLICE ENTRANCE
MUNICIPAL COURT/TRAINING
PUBLIC LOBBY
POLICE/COURT LOBBY
911 CALL CENTER
SALLY PORT
COUNCIL CHAMBER/ EXEC. CONFERENCE/ COUNCIL OFFICES
BOOKING/ HOLDING
MAINFLOOR
POLICE
EVIDENCE PROCESSING
FIELD OPERATIONS





City of Bridgeton, Missouri

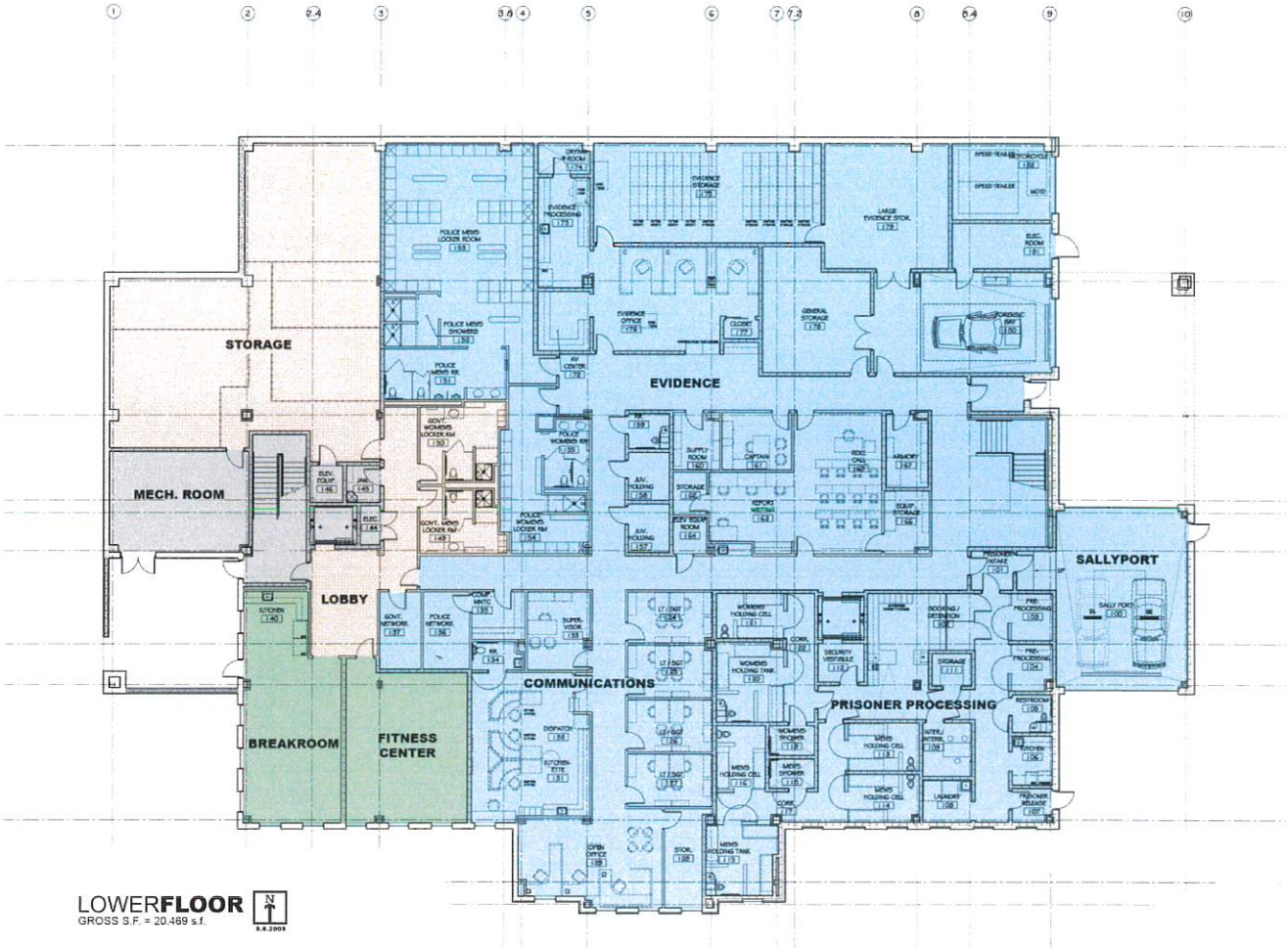
Government Center I New Police Headquarters I Courts

Bridgeton Missouri

In 2009, as a result of the St. Louis Airport expansion and the acquisition of the original Bridgeton City Hall and Police Headquarters, the City hired Chiodini Architects to Program the Space Needs for a new City Hall and Police Headquarters. Subsequent to the Space Programming, Chiodini provided the full implementation Design Services for the new facilities. A budget of $10.29M was established and maintained, as was the scheduled completion date of December 2011.

The Chiodini Team worked very closely with the Mayor, City Administrator, Police Chief, Staff and Council throughout the Programming and Design process to make certain that our Team clearly understood the objectives and expectations of the City Hall | Police Headquarters, so that we developed a solution meeting or exceeding those needs. The architectural character of the new municipal facility was meant to evoke an up to date, efficient, modern style with traditional elements of building materials (brick and stone) symbolizing the long history of the Bridgeton Community. The main functions of the Government Center - City Hall & Police Headquarters were separated by an entry atrium with the Council Chamber/Municipal Courts located between the two functions. Operational efficiency, long term maintenance, and environmentally sensitive design (LEED) were key Principles throughout the design process.

Client: City of Bridgeton
Size: 42,000 s.f. Cost: $10,229,087
Completed: 2012
Team Member: Lou Chiodini I Greg Uphoff I Sue King
Reference:Tom Haun, City Administrator 314.739.7500 thaun@bridgeton.com



LOWER**FLOOR**
GROSS S.F. = 20,469 s.f.

City of Ballwin, Missouri

City Hall I Municipal Courts
Ballwin Missouri

Chiodini ARCHITECTS

Sited in Vlasis Park, the City of Ballwin's signature park, the new City Hall building and landscaping are designed to be the catalyst for a new Park Master Plan. The City Hall will mark the main entry to the park and is designed to integrate as a central core for park activities. Just as the architectural design spoke to the context of the location in the park, so too, was the interior design focused on park views, daylighting, and open collaborative space planning. Planning and programming efficiencies realized in the administrative functions of the facility allowed for the addition of the Aldermanic Chambers to the City Hall program; while maintaining flexibility for departmental growth within administrative areas. Original estimated program was 10,000 sf (without the Aldermanic Chambers), final program square footage, even with the Aldermanic Chambers, is only 9,911 sf.

Client: City of Wentziville
Size: 9,911 s.f. Cost: $3,109,481
Completed: 2019
Reference: Lynn Sprick, City Administrator 636-227-9000 lynnsp@ballwin.mo.us

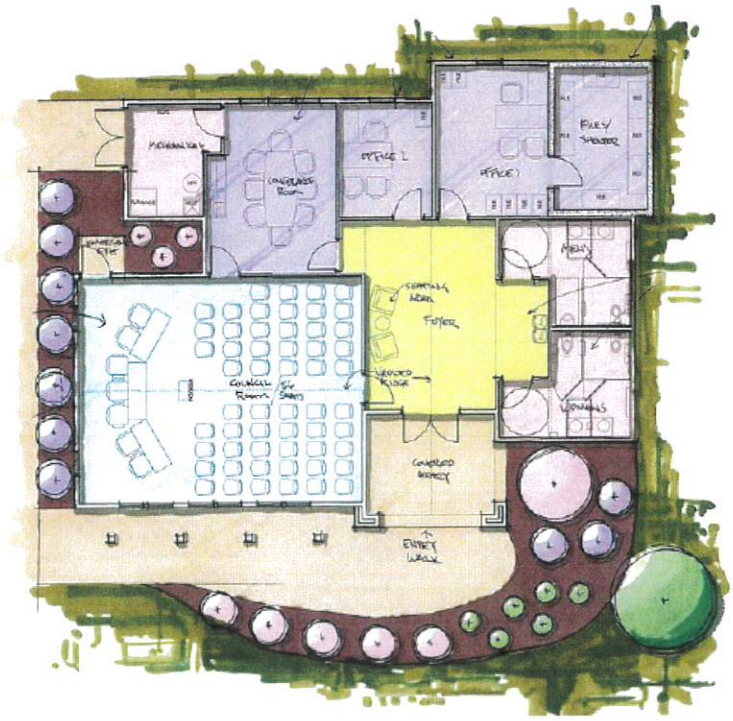
break room
building comissioner
asst. city admin.
city engineer
city cleck
finance
city admin.
open office area
conference room
health / wellness
mech.
shower
jan.
i.t. manager
i.t. tech
work area / storage
h.r. offices
mens
womens
server room / work area
office
courts
front desk
a.v. stor.
rr
office
secure storage area
lobby area
conference room
deposit
aldermanic chamber
conference room

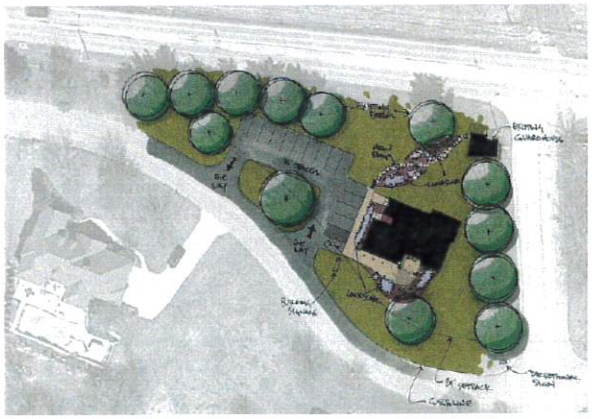
City of Fremont Hills

City Hall
Fremont Missouri

New construction project consisting of an 1,800 square foot City Hall building for the community of Fremont Hills. This building will serve the municipalities and several functions. There are office and file storage spaces, as well as a conference room in the public area. The project includes a vaulted Council Chamber where public meetings will be held for the community. As the only municipal building in the residential community, the style of the architecture was carefully chosen to blend with the adjacent residences.

Client: City of Fremont Missouri
Size: 1,800 s.f.
Completed: Study
Team Member: Nathan Rapp I Eric Albers
Reference: Dale Batson, Project Manager - 417-840-0817 dbatson@fremonthillscity.com





City of Nixa, Missouri

City Hall - Patio Canopy

Nixa Missouri

The City of Nixa engaged Insight Design Architects to remodel the existing City Hall to accommodate several new functions. The driving force of the project was the relocation of the utility department as the first step to other new buildings on the campus. The project grew to include the remodel and relocation of several offices, conference rooms, and the expansion of the City Council chambers. Exterior improvements included an employee smoking area, and new canopies, branding, and way finding at the new entrances to the building.

Client: City of Nixa Missouri
Cost: $ 1,900,000
Completed: 2023
Team Member: Nathan Rapp I Eric Albers
Reference: Mr. Jimmy Liles, City Administrator, City of Nixa - 417.725.3785 jliles@nixa.com

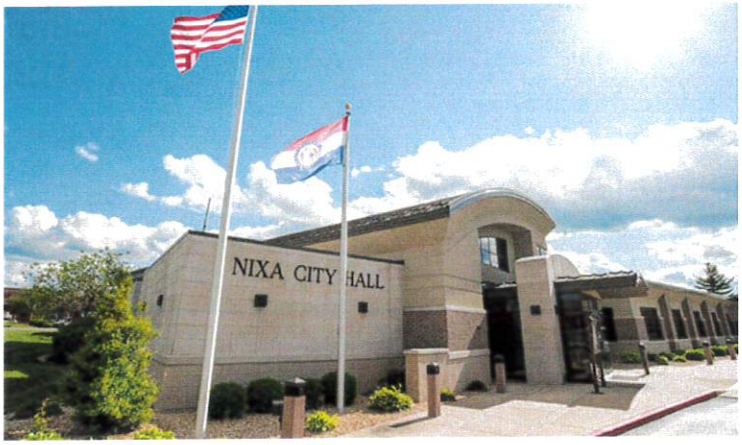
Nixa City Hall - Poilce Station Renovation

Nixa Missouri

METTEMEYER ENGINEERING LLC

The City Hall Expansion & Renovation project consists of a new one story 15,650 sq ft addition to the existing City Hall facility as well as selective interior renovation of the existing City Hall. The Police Station Expansion & Renovation portion of the work consists of two new one story additions totaling 6,220 sq ft to the existing police station facility as well as selective interior renovations of the existing police station

Client: City of Nixa
Size: 15,650 s.f. Addition to Existing City Hall



Greene County Sheriff's Office I Jail

Springfield Missouri

The new Greene County Sheriff's Office and Jail will be able to house 1,242 inmates, up from 709 at the current site. Officials say the new facility also will enable the office to consolidate most operations onto one campus. The project was designed by nForm Architecture LLC, and engineering work is by Mettemeyer Engineering LLC,

Client: City of Springfingfield
Size: 330,000 s.f.
Completion: 2022

Project Experience - Police I Municipal Facilities

Nixa Police Station (2006)
Nixa Municipal Complex (2006)
Republic Police Station (2002)
Clinton City Hall, Clinton MO (2004)
Richmond Municipal Facility (2005)
Monett Police and Municipal Court Building (2006)
Springfield/Greene County – Public Safety Center (2010)
Greene County MO Sherriff's Office (2020)
Greene County MO Jail (1450 cells) (2020)

Owensville Police Department

Owensville Missouri

Client: City of Owensville
Size: 330,000 s.f.
Completion: 2021

CJD
Engineering | Energy | Innovation

Project Experience - Police I Municipal Facilities

Christian County Ambulance District – Ozark Location
Christian County Ambulance District – Nixa Location
St. James Police Department
St. Robert Fire House
Owensville Police Department
Hermann Fire House Renovation
Marshfield City Hall
Ozark City Attorney's Office Renovation
Ozark Public Works Headquarters and Vehicle Maintenance Facility
Ozark Police and Planning Department Renovations
Carl Junction City Hall
Republic Police Station Renovations
Carroll County Juvenile Justice Center
Richland Police Department
City of Springfield Police Headquarters Staff Parking Security Improvements
Missouri Court of Appeals Renovations
Springfield Historic City Hall Council Chambers Electrical Improvements

References

City of Berkeley
Babatunde Deinbo - Berkeley Mayor bdeinbo@ci.berkeley.mo.us
Nathan Mai-Lombardo, CPM - Berkeley City Manager Nathan@ci.berkeley.mo.us
James Linhardt - Berkeley Fire Chief linhardt@ci.berkeley.mo.us
Re: City New Fire House, Public Works Facility I City Plaza & Event Area

City of Nixa, Missouri
Scott Godbey, Director of Planning & Development sgodbey@nixa.com
Joe Campbell, Chief of Police jcampbell@nixa.com
Re: New Police Facility

Sheriff Jim Arnott
Greene County Sheriff's Office
417.868.4040 jarnott@greenecountymo.gov
RE: Greene County Sheriff's Office Training Building

City of Ladue, Missouri
Steve Lynn, Fire Chief
(314) 258.0661 Slynn@cityofladue-mo.gov
Re: New Fire|Ambulance Houses #1 and #2

City of Ladue, Missouri
Nancy Spewak, Mayor
(314) 993.3439 nspewak@cityofladue-mo.gov
Re: New Fire|Ambulance Houses #1 and #2

City of Ballwin
Eric Hanson, Former, Administrator, City of Ballwin, MO
Currently - Asst. Manager, Town of Normal, IL
(309) 454.9502 ehanson@normal.org

City of Cape Girardeau, Missouri
Molly Mehner, Former Deputy City Manager
Currently - Town Administor, Town of Collierville, TN
901.457.2200
Re: New Police Headquarters

Chiodini has taken this project personally, and truly demonstrated a commitment to the betterment of our community.
They have taken this responsibility personally, and truly demonstrated a commitment to the betterment of our community. His staff all share in that dedication. Their entire staff has been responsive to our needs, focused on alleviating any concerns we might have had, and delivered ideas, designs, and end results that have facilitated our organization in dreaming bigger than we knew we could. We have been very impressed not just with the creativity and technical expertise delivered in their designs, but also in their ability to lead and give guidance to our entire team during that process. They have continually delivered beyond what they have been obligated to do.

Nathan Mai-Lombardo
City Manager, City of Berkeley, MO

Since joining the University the project which continues to be the one I am most proud of is the fitness center and gymnasium Chiodini designed for us. Very creative.

Pat Litty
Project Manager, Design, Construction & Space Management
Missouri S&T

We sure picked the right team! Chiodini was there with us every step of the way. Not only did they assure we stayed on budget and on schedule, but they were essential in helping us bring The R.P. Lumber Center Recreational Center to fruition.

Kevin Head City Administrator

Project Understanding+Approach

1. Project Introduction and Planning:

a. Initial site assessment and analysis of the existing Site
b. Preliminary meetings with stakeholders and the City of Neosho
c. Definition of project goals, objectives, and design intent.
d. Development of a project timeline, milestones, and budget estimates.
e. Identify need for survey or civil engineering.

2. Conceptual Design:

a. Creation of initial design concepts, considering the functional requirements, aesthetic preferences, and site context.
b. Preparation of schematic drawings, sketches, and 3D visualizations to communicate the design vision to the client and stakeholders.

3. Design Development:

a. Refinement of the selected design concept.
b. Preparation of detailed architectural drawings, including floor plans, elevations, and site plans.

4. Regulatory Approvals:

a. Assistance with obtaining necessary permits, approvals, and zoning variances from local authorities and regulatory agencies.
b. Ensure compliance with building codes, accessibility standards, and safety regulations.

5. Construction Documents:

a. Generation of comprehensive construction documents, including architectural/engineering drawings and specifications.
b. Preparation of bid packages to solicit competitive bids from contractors.
c. Assist the City of Neosho, as needed, with review of contractor proposals and assistance with contractor selection.

6. Construction Administration:

a. Respond to RFIs (Requests for Information) from the contractor and provide clarifications as needed.
b. Review Shop Drawings

The Chiodini Team embraces a comprehensive approach to projects recognizing that achieving both financial success and exceptional design is not only attainable but also symbiotic.

Our budget adherence begins with a collaborative partnering session, where we meticulously define expectations and delineate individual roles. This session serves as the foundation for fostering effective lines of communication and pinpointing the precise project objectives.

We firmly believe that the culmination of successful facility additions and renovations is the result of a seamlessly orchestrated symphony between our expert design team and the stewardship of our clients' representatives. Our commitment to this effort is reinforced by our wealth of expertise and extensive project management experience, propelling architectural objectives to fruition while consistently surpassing anticipated outcomes.

Embedded in our client-centric ethos is the guiding maxim that the entire creative journey revolves around our valued clients, an unwavering principle that guides our every action from inception to culmination.

Important Considerations

Quality Control

The Chiodini+Insight Team is often told our professional documents are among the best in the business. We believe that quality control begins with a clear and precise project definition and scope. The responsibility of day-to-day quality control will be led by Michael Chiodini, and each member of the team is required to review their work product for accuracy and coordination with all team members throughout the design process. Project progress including completeness, accuracy, and constructability, as well as budget ramifications are daily considerations, withcomplete project review and coordination at each phase of Design Services. The Chiodini+Insight Team quality control measures are inclusive of the work product of the entire design team.

Discipline Coordination

A key factor in quality control and efficient coordination with our consultants is the Team utilization of BIM. This synchronization between disciplines allows for effective and accurate coordination of drawings. In addition, our Project Manager and Project Architect accept the responsibility to coordinate the work of all disciplines with our Architectural documents and within the documents of each Engineer. We do not rely only on each Engineer to be responsible for coordinating their work with other Engineering consultants.

Decision Process

While the construction process is labor intensive, the design process is decision intensive. The Chiodini+Insight Teamsystem for decision control is based on identifying key decisions well in advance. We seek out the decision makers, develop a decision matrix, and ensure that the necessary information is available to them well in advance of the time by which they need to make the required decision.

Schedule Control

The Chiodini+Insight Team has an excellent track record in schedule control. We believe this is attributable to our keeping timing issues at the forefront of the design process, resolving key issues at the appropriate times, and predicting where changes may be likely to occur and then keeping changes to a minimum. As part of our services, we will prepare, monitor, and update the overall design schedule and provide monthly updates of progress and action items.

Special Considerations (Fire Stations)

Fire fighters and other first responders put their lives on the line every day to keep communities safe. As Architect, it's our duty to do all we can to design fire stations that support fire fighter health both passively and actively. While this is too expansive a topic to cover in a single blog post, it is the intent of this article to provide an introduction to the major concepts that go into healthy fire station design.

Passive methods are those which are related more to the layout of the building, program adjacencies, material selection, etc. Passive methods include:

Implementation of Hot Zone Design concepts.

Hot Zone

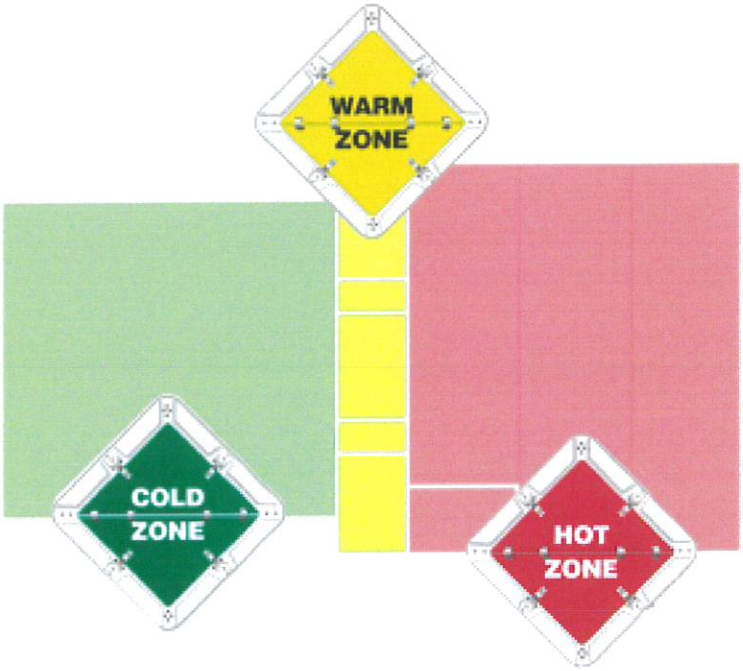
Rooms and spaces where exposure to contaminants is high.

Warm Zone

Operational support spaces, located as a buffer between the Hot Zone and Cold Zone to help control the spread of contaminants.

Cold Zone

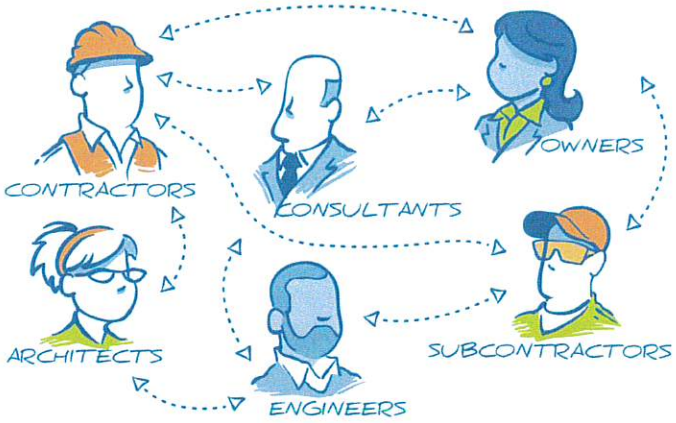
Living, sleeping, and community spaces where exposure to contaminants is low.



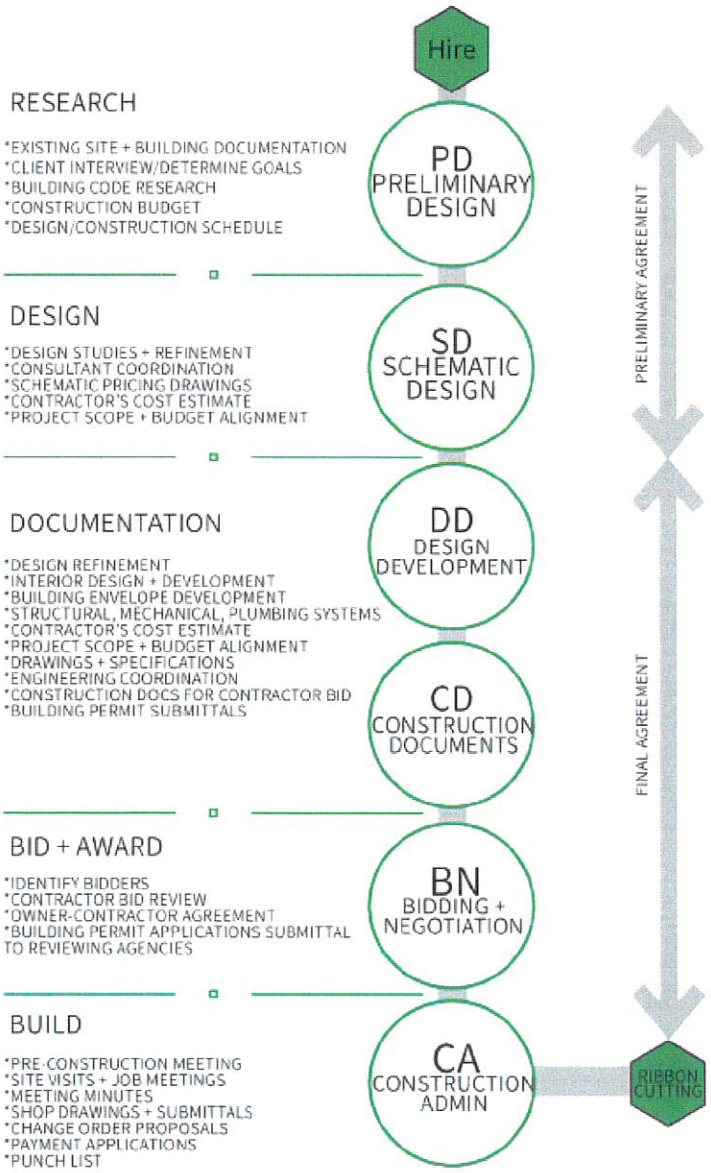
Collaborative Approach

The goal of our collaborative spirit is to take the entire project team on an **"EXTRAORDINARY JOURNEY."**

We have a long, successful and collaborative relationship with each of the consultants on our Team. These long established and continuing professional relationships are invaluable to the success of a project, bringing a significant level of familiarity and trust that yields process and project efficiencies and economics and project budget and schedule maintenance assurances. We will make it a priority to connect on a deep level with the Client so we are consistently working as one for the ultimate success of the project.

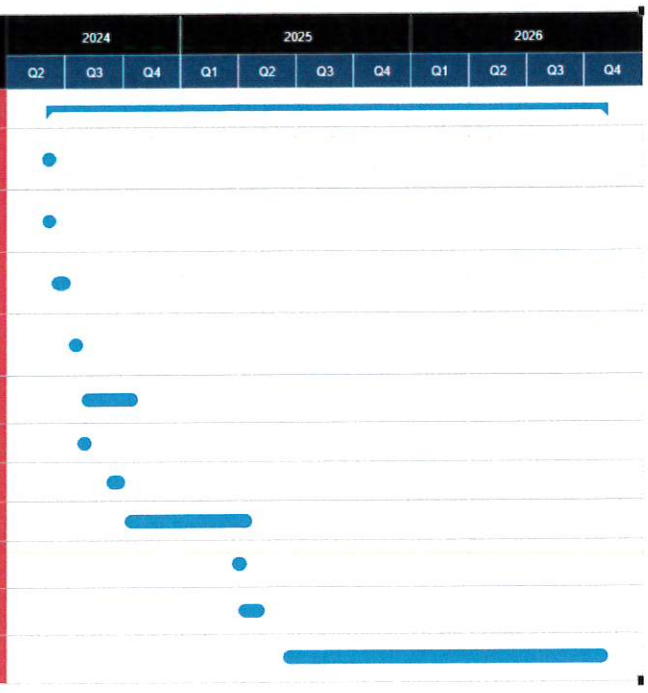


Project Design+Process



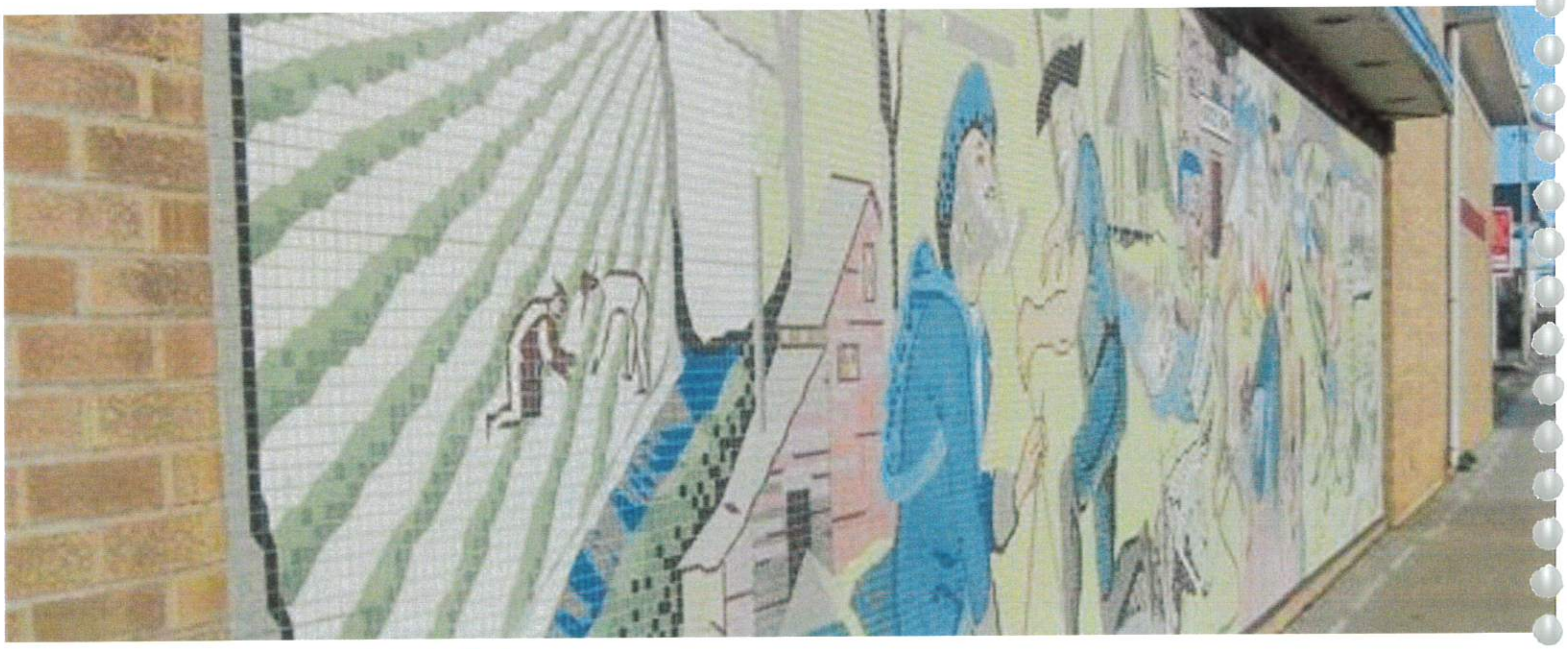
Timeline+Process

	Task	Participants	Start	End	Days
	Project		6/1/24	11/9/26	628
1	Kick Off I Info Gathering City Approval of Contract	City of Neosho I Police I Fire Chiodini Design Team	6/1/24	6/11/24	7
2	Existing Facility Study I Programming I Needs I Objectives	City of Neosho I Police I Fire Chiodini Design Team	6/1/24	6/11/24	7
3	Space and Operational - Program Development	City of Neosho I Police I Fire Chiodini Design Team	6/11/24	7/9/24	21
4	Finalize Program Review I Approval	City of Neosho I Police I Fire Chiodini Design Team	7/9/24	7/26/24	14
5	Concept Alternatives I Code Review	Chiodini Design Team I Engineering Interation	7/27/24	10/24/24	63
6	City Review I City Approval of Direction	Chiodini Design Team	7/26/24	8/5/24	7
7	Final Concept I Budget I City Approval	Chiodini Design Team	9/5/24	10/3/24	21
8	Construction Documents	Chiodini Design Team	10/3/24	4/22/25	140
9	City Review I Premits	Chiodini Design Team I Contractor	3/25/25	4/11/25	14
10	Biding I Premitting	Chiodini Design Team I Contractor I Owner	4/1/25	5/12/25	30
11	Construction	Chiodini Design Team I Contractor	6/11/25	11/9/26	365



Conflict of Interest Information

The Chiodini+Insight Team proudly affirms that there are no conflicts of interest regarding our involvement in this project. Our team operates with the highest standards of integrity and transparency, ensuring that our collaboration is solely focused on achieving the project's objectives without any divided loyalties or external obligations that could compromise our commitment. This assertion underscores our dedication to delivering exceptional results while upholding ethical practices throughout the project's duration.



Budget Control

The Chiodini+Insight Team have a long, on-going successful working relationship in the development and maintenance of project budgets. We have gained a clear understanding of the level of detail and completeness of information that is necessary to establish an initial budget and the required further level of document development required to continue to provide meaningful cost estimates. Document development, project schedule, and progressive cost estimates must be managed to produce continual meaningful data. In other words, documents may be progressing on schedule from an overall percentage of completion basis but may still require the incorporation or development of elements having significant impact on cost to provide meaningful progress cost estimate information.

Managing the cost estimating process means understanding specific requirements for each progress cost estimate to provide meaningful information – too often estimators are given project progress information just to 'meet' overall project schedules. However, without further development of critical project components, the estimate provides nearly the same information as previously developed cost estimates – limiting the usefulness of this critical project tool.

Record of Performance

Our Team has a history of meeting deadlines and delivering projects that are within the owner's budget and schedule. We have never missed a deadline for project submittal and are well-known in the industry for our A+ construction document preparation.

	Budget	Final Cost
City of Woodson Terrace - City Hall and Police Renovation	$1,000,000	$1,015,167
City of Cape Girardeau, MO Police Headquarters	$11,000,000	$10,500,000
City of Wentzville, MO New City Hall	$10,881,000	$9,145,000
City of Bridgeton, MO New Gvt Ctr. & Police Headquarters	$10,284,162	$10,229,087
City of Maryland Heights, MO New Gvt. Ctr. & Police Headquarters	$15,575,831	$14,538,722
City of Columbia, MO New Govt. Ctr. New City Hall Tower & Boone	$22,000,000	$21,891,373

KEEP YOUR PROJECT COSTS IN CHECK

TENDER EARLY

It sounds obvious, but the earlier you tender, the earlier you'll get an accurate idea of costs. This early information can also come at a point when you have the best opportunity to affect the project cost. Waiting until after all the design work has been done doesn't leave you much scope to reduce costs without just cutting items from the build.

GET A SITE INVESTIGATION

Carrying out a site investigation will undoubtedly save you time and money in the long run. This is especially the case with new-build on undeveloped sites. However, it can also apply to extensions.

BEWARE OF SCOPE CREEP

It's impossible to predict every cost on a project. Sometimes there are unknowns along the way. This is why we always recommend having at least 5% contingency within the budget.

KEEP IT SIMPLE

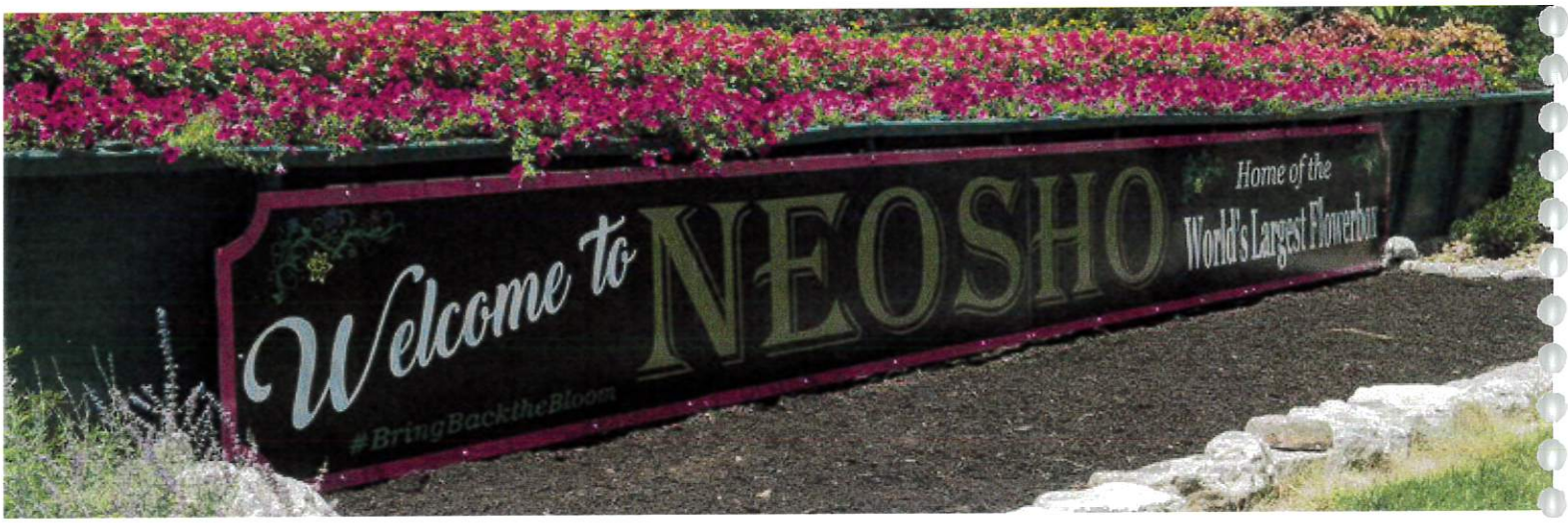
The more complex a project is, the more expensive it will become.

PRIORITIZE

We find it much better to be upfront about likely build costs with our clients. Construction is expensive and it's not unusual to find that a client's budget and project aspirations don't match. It's always best to know and to come to terms with this sooner rather than later. You can make priority decisions about what's important to you. Do you wait until you have more funds? Do you choose to remove elements of the project. You can make decisions on what the real fundamentals of the project are that will transform the way you live. Spend money on special bits and then pull back your budget and expenditure elsewhere.

Proximity+Familiarity

Chiodini Architects is located in St. Louis, is 4 hours from the City of Neosho and Insight Design Architects are in the City of Nixa - 1 hour and 15 minutes from Neosho. Additionally, Michael and Lou Chiodini are available 24/7 should you have questions or need guidance concerning your project.



Signage+Wayfinding Packages

Chiodini Architects has a wide range of practical design experience in freehand/computer layout, signage techniques and presentation methods. Wayfinding is knowing where you are physically, and how to get where you want to be in a space. Clear wayfinding design is intuitive and nonverbal. It helps users to access the various spaces within a building, reducing stress and increasing efficiency.

Wayfinding can add to interior architecture's richness and variety. Articulation of built elements through variation of color, texture, and lighting helps users to orient themselves. Chiodini provide a robust building design that includes wayfinding "baked in" as part of the architectural experience, which then other disciplines can enhance. Even without graphic or interior designers, the architectural design of a building should communicate to end-users how to move through it, where to go and not go, where to collect, or where to rest.

Chiodini ARCHITECTS
1974 - 2024

Our Team Philosophy

As designers and innovators, the success of our work is measured first and foremost by how it serves our communities and the human experience.

By its very nature, the work that we do is people first. How does our work affect people and their everyday lives? How do people live, work, and play within, between, and in relation to the spaces, places, and products that we design?

We know that the very best designs are those that are informed by the local context and created in close collaboration with community stakeholders. A successful design begins and ends with diversity—diversity of thought, perspectives, backgrounds, and experiences.

As a firm, the diversity of our people is truly our greatest strength. A team of diverse voices can better understand and address cultural nuances, accessibility concerns, generational trends, and other big-picture implications. To ensure a final space or product that is accessible, equitable, and inclusive, the design process must demonstrate and prioritize these same values.

VETERAN OWNED BUSINESS

E-Verify

Photo Credit: NAFPD Facebook Page & District's Website

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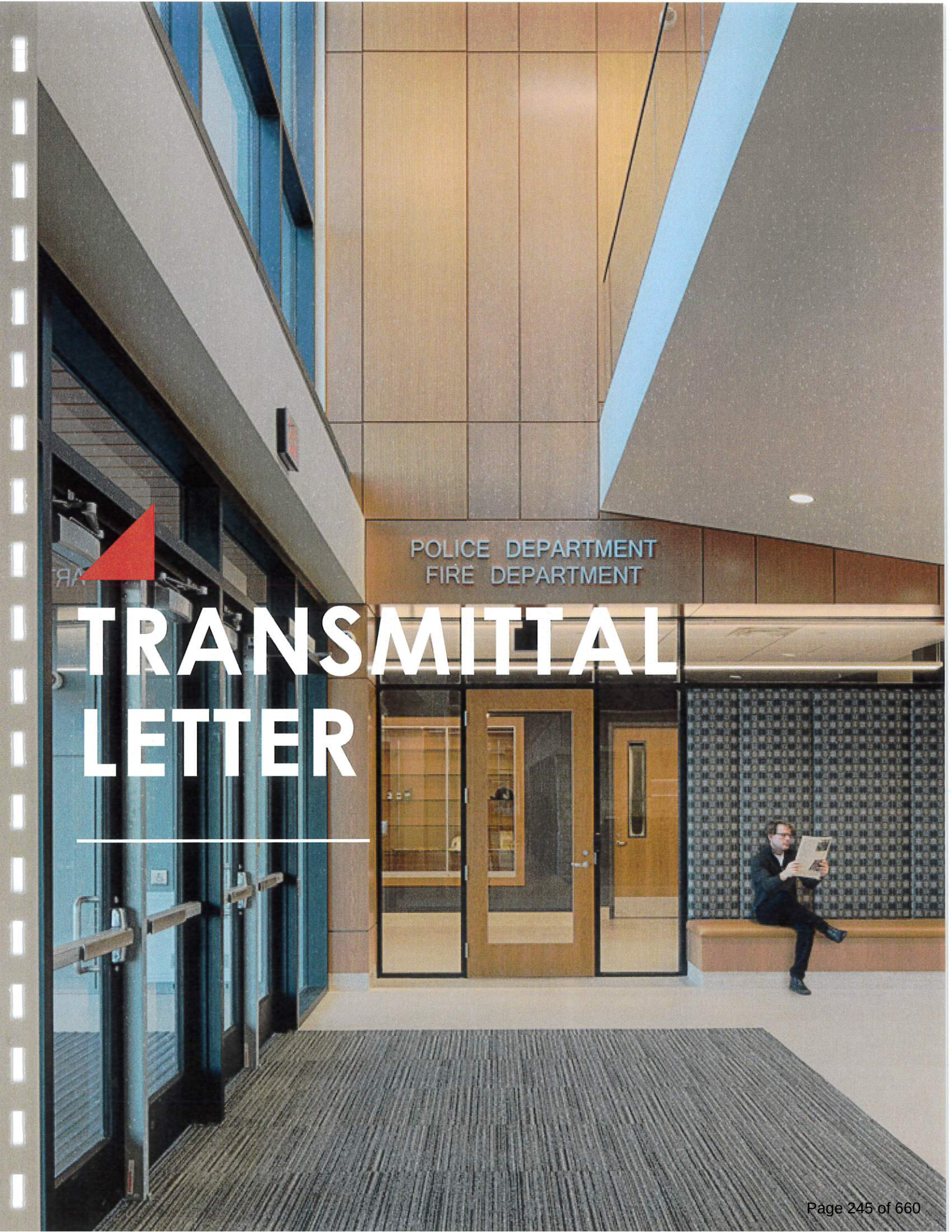


TRANSMITTAL LETTER

ESTERLY
SCHNEIDER &
ASSOCIATES, INC.
AIA architects & planners

ARCHITECTURE INTERIOR DESIGN LANDSCAPE ARCHITECTURE ENGINEERING

April 26, 2024

City of Neosho
203 E. Main Street
Neosho, Missouri 65850
ATTN: Mr. David Kennedy, City Manager

RE: Request for Qualifications for New Public Safety Center Design Services and Engineering to Include Neosho Fire Department and Neosho Police Department

Dear Mr. Kennedy and Selection Committee,

On behalf of Esterly, Schneider & Associates, we thank you for considering our proposal to provide professional services for the New Public Safety Center! We also appreciate your time extended to us to meet with you to discuss your project in more detail.

Our team of architects and engineers has carefully reviewed the Request for Qualifications, we understand the scope of services requested for the joint Police Department and Fire Department facilities, and we are committed to exceeding your goals and expectations.

Esterly, Schneider & Associates, with deep roots in southwest Missouri for over 77 years, will be the Architect of Record, and we are a local firm with extensive knowledge of the Neosho area. We have worked on multiple projects in this area that have enhanced the local community landscape.

We are located at 1736 E. Sunshine, Suite 417, Springfield, and we will be the day-to-day contact for this project. Our phone number is (417) 862-0558, fax number is (417) 862-3265 and our hours of operation are 7:30 am to 5:00 pm, Monday through Friday. We have teamed up again with the expertise of BKV Group to serve as our Public Safety Consultant. We have had numerous successes on other local projects with their expertise. The two firms share strong values of client service, team collaboration, and function-driven-design and will have a very close working relationship throughout the project. Interior Design and Structural Engineering will be provided by BKV Group. Mechanical, Electrical and Plumbing Engineering will be provided by RTM Engineering Consultants. Civil Engineering and Special Inspections will be provided by OWN, Inc. This team has been assembled to provide the perfect balance of Public Safety expertise and local construction knowledge.

We believe that our Team will be an excellent partner for many reasons:

- **Local Passion.** Esterly, Schneider & Associates, RTM Engineering Consultants and OWN, Inc. are local firms with a long history in the region with a passion for helping our clients succeed.
- **True Expertise.** BKV Group has completed more than 300 Public Safety related projects and studies across the United States and employs subject matter experts in each discipline. They are the experts in this type of design.
- **Capacity.** Our Team has enough manpower to accomplish this project in a timely manner.

Please find the following attached response to your Request for Qualifications and don't hesitate to contact us if you have any questions. We look forward to the opportunity to be a part of a fun and rewarding project that will serve the City, your first responders, and the citizens of Neosho for many years to come!

Sincerely,

Timothy Guillot, AIA
Partner | Esterly, Schneider & Associates, Inc., AIA

1736 East Sunshine, Suite 417 | Springfield, MO, 65804 | p: 417.862.0558 | www.esterlyschneider.com

CONSULTANTS EXPERIENCE

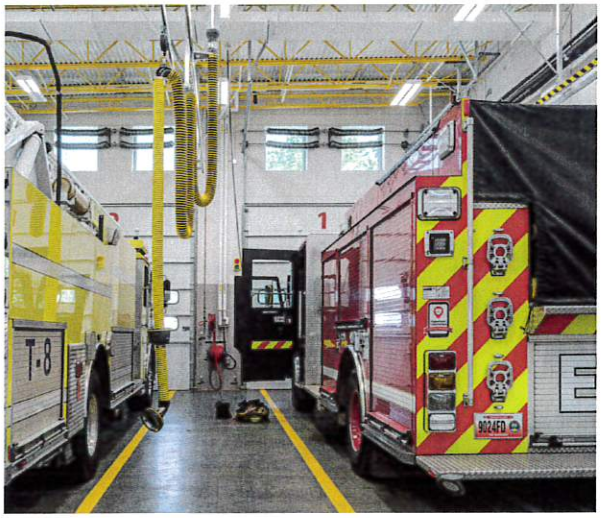
FIRM NAME
Esterly, Schneider & Associates, Inc.

FIRM EMPLOYEES
19

ORGANIZATIONAL STRUCTURE
S-Corporation

OFFICE
1736 East Sunshine,
Suite 417
Springfield, MO 65804

CONTACT
Timothy Guillot, AIA
Partner
p: 417.862.0558
e: tim@esterlyschneider.com



FIRM INTRODUCTION

For over 77 years, Esterly, Schneider & Associates, Inc., AIA and their consultants have provided complete architectural services, functional programming, land/master planning, engineering, interior design and landscape architecture. The Firm has been active in governmental project design since its inception.

A.C. Esterly, AIA, founded the firm in 1947 and continued the practice with his associates until the present firm of Esterly, Schneider & Associates was formed and incorporated in Missouri in 1985 when Craig Schneider became a managing partner.

In 2014, Melissa A. Higbie, Thomas A. Lundberg, and Timothy M. Guillot became partners in the firm, each bringing invaluable experience and specialized expertise. In 2022, Nancy Edson joined the firm as a partner, and she acts as our Business Manager. Following the tradition of excellence begun in 1947, Esterly, Schneider & Associates continues active involvement in communities nationwide, providing architectural leadership to financial institutions, commercial, medical, governmental, educational, and industrial facilities.

The goal for each of our clients is complete architectural analysis and design, project budgeting of cost and time, and quality in project construction. Through these goals, Esterly, Schneider & Associates responds to today's challenge of environmental harmony, energy conservation and architectural design. Utilizing the knowledge and experience of our principals and lead designers, a high degree of quality control is maintained in all phases and aspects of the design and construction process.

We have completed the following public safety projects, designed on schedule, within budget and exceeding client expectations and this confirms our approach to quality and our ability to provide the very best service. Esterly, Schneider & Associates has been actively involved in projects for many Counties, Cities, and Municipalities, which strengthens our specialized experience and our technical competence.

PAST PUBLIC SAFETY PROJECTS

- Springfield Fire Station #4, Springfield, MO
- Springfield Fire Station #7, Springfield, MO
- Springfield Fire Station #13, Springfield, MO
- Springfield Fire Station #14 (Schematic Design), Springfield, MO
- Battlefield City Hall, Brookline, MO
- Lawrence County 911 Center, Mount Vernon, MO

ESTERLY SCHNEIDER & ASSOCIATES, INC. AIA architects & planners

BY THE NUMBERS

77+
YEARS IN OPERATION

19
EMPLOYEES

5+
LICENSED ARCHITECTS

120+ NEEDS ASSESSMENTS, STUDIES, & MASTER PLANS

5+ PUBLIC SAFETY PROJECTS

4+ FIRE STATION PROJECTS

4+ FIRE STATION RENOVATIONS & REPAIR PROJECTS

FIRM NAME

BKV Group

YEAR ESTABLISHED

1978

FIRM EMPLOYEES

185+

PRACTICE AREAS

Police Stations, Public Safety Centers, Fire/EMS Stations, Dispatch/E911, Emergency Operations Centers, City Halls, and Public Works

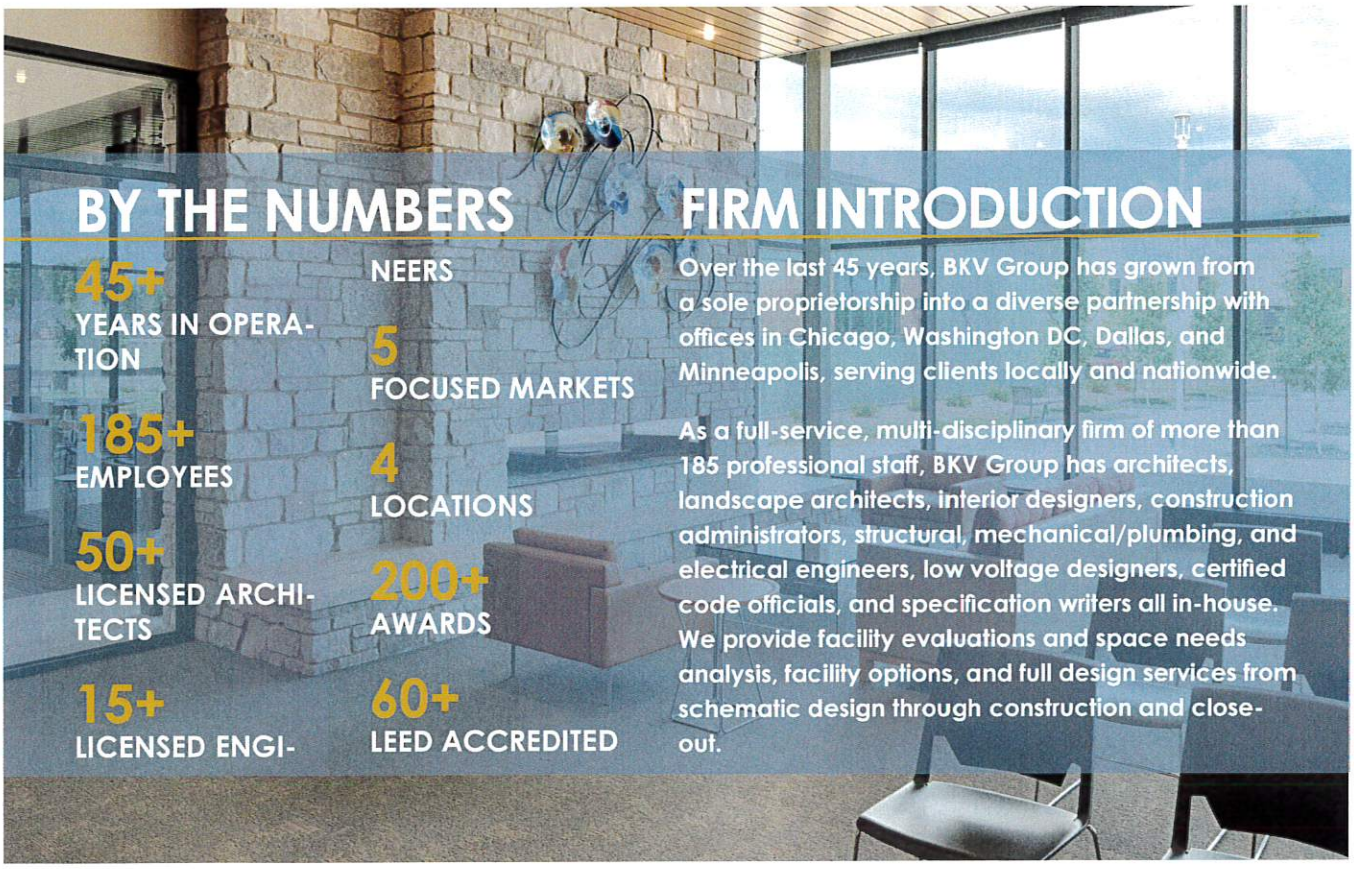
OFFICE

209 South LaSalle Street, Suite 920
Chicago, IL 60604

CONTACT

Craig Carter, AIA
Public Safety Practice Leader, Partner

p: 217.390.3006
e: ccarter@bkvgroup.com



FIRM INTRODUCTION

BKV Group, a multi-disciplinary design firm with a 45-year history, provides architecture, interior design, landscape architecture, engineering, and construction administration services. We work on projects nationwide from our offices in Chicago, Dallas, Minneapolis, and Washington DC. Our approach is defined by our core values of innovation, creativity, collaborative client relationships and customer service, sustainability, and a passion for our projects. In addition to designing new ground-up buildings, we work on projects including renovation/expansion, historic preservation, adaptive reuse, conditions and functionality assessments, space needs programming, GIS analysis, site feasibility studies, and master planning.

Since 1978 our practice has centered on serving the needs of municipalities. In particular, fire and police stations represent a service which requires special planning. The services and functions they provide are unique, varied, and often hazardous in nature. The foundation of our success is a keen understanding of how police officers and firefighters use their buildings, and a rigorous operations-based planning approach.

Our experience with all types of municipal facilities including city/village halls, police stations, fire stations, public works, and libraries covers the full spectrum of planning, design and construction administration services for new construction, additions, and renovations.

175+ NEEDS ASSESSMENTS, STUDIES, & MASTER PLANS

NORTHVILLE TOWNSHIP PUBLIC SAFETY STUDY

ROSEVILLE CIVIC CAMPUS MASTER PLAN

200+ FIRE STATION PROJECTS

ROCHESTER FIRE STATION #2

WOODLAWN FIRE STATION #24

150+ POLICE STATION PROJECTS

EDINA POLICE STATION

DETROIT LAKES POLICE STATION

MASTER PLANS

Aitkin County, MN
Albert Lea, MN
Alpena County, MI
Andover, MN
Baton Rouge, LA
Bayfield County, WI
Becker, MN
Bedford, OH
Prairie, MN
Elko New Market, MN
Emily, MN
Excelsior, MN
Fairfax County, VA
Fauquier County, VA
Fergus Falls, MN
Forest Lake, MN
Forest Lodge Library, WI
Fridley, MN
Front Royal, VA
Fulda, MN
Golden Valley, MN
Goshen, IN
Grafton VFD, ND
Great River School, MN
Hampstead VFD, MD
Hays, KS
Hennepin County, MN
Henrico County, VA
Howard Lake, MN
Highland Park, MN
Hudson, WI
etc.

FIRE STATIONS

Albert Lea, MN
Andover, MN
Bedford, OH
Belle Plaine, MN
Bensenville, IL
Bloomington, MN
Burnsville, MN
Carrollton, TX
Centennial Lakes, MN
Champlin, MN
Chanhassen, MN
Circle Pines, MN
Cloquet, MN
CNS, Oak Ridge, TN
Cologne, MN
Coon Rapids, MN
Coppell, TX
Custer, SD
Dallas, TX
Dayton, MN
Des Moines, IA
Dilworth, MN
Fairfax, VA
Fairfax County, VA
etc.

POLICE STATIONS

Albert Lea, MN
Alpena County, MI
Andover, MN
Baton Rouge, LA
Bayfield County, WI
Becker County, MN
Bedford, OH
Bloomington, MN
Brookings County, SD
Brooklyn Center, MN
Bureau County, IL
Buffalo, MN
Burnsville, MN
Carver County, MN
Scott County, MN
Champlin, MN
Cloquet, MN
Codington County, SD
Coon Rapids, MN
Dakota County, MN
Detroit Lakes, MN
Eagan, MN
Eau Claire, WI
Edina, MN
Elko New Market, MN
Elk River, MN
etc.

FIRM NAME
RTM Engineering Consultants

FIRM EMPLOYEES
315

SERVICES
MEP Engineering

OFFICE
Springfield Office,
3333 E. Battlefield Rd.
Suite 1000,
Springfield, MO 65804
417.881.0020

OUR CORE VALUES

COLLABORATIVE COMMUNICATORS
We listen, learn and solve together

OVERALL UNITY
We succeed together We fail together

RESPECT & TRUST
We do the right thing for our clients and our team

EXCELLENCE IN ENGINEERING
We persistently work to find the right solution for the project

FIRM INTRODUCTION

NATIONAL RESOURCES, LOCAL RELATIONSHIPS

RTM was founded in 1981 starting out as a 3-person firm providing mechanical engineering services to clients in the Midwest. Building on those initial foundational relationships, today RTM has grown into a national MEP and Civil engineering firm, licensed in all 50 states and with office locations coast to coast. While our resources allow for a wider reach, we pride ourselves on keeping our local relationships strong.

LETS PARTNER TOGETHER

Our commitment to becoming a partner to our clients has been a leading factor in our success. We go beyond the typical consulting role, striving to align with the goals, processes, and people involved in each project. By fully understanding our clients, we can provide the best solutions for any project type.

OUR MOST IMPORTANT ASSET IS OUR PEOPLE

We pride ourselves on creating an environment that shares knowledge, whether that's client facing or within our own walls. We encourage and empower our teams to develop expertise in multiple markets and across disciplines. RTM is known for hands-on experience, continuing education, and career advancement.

A SELECTION OF LOCAL PUBLIC SAFETY PROJECTS

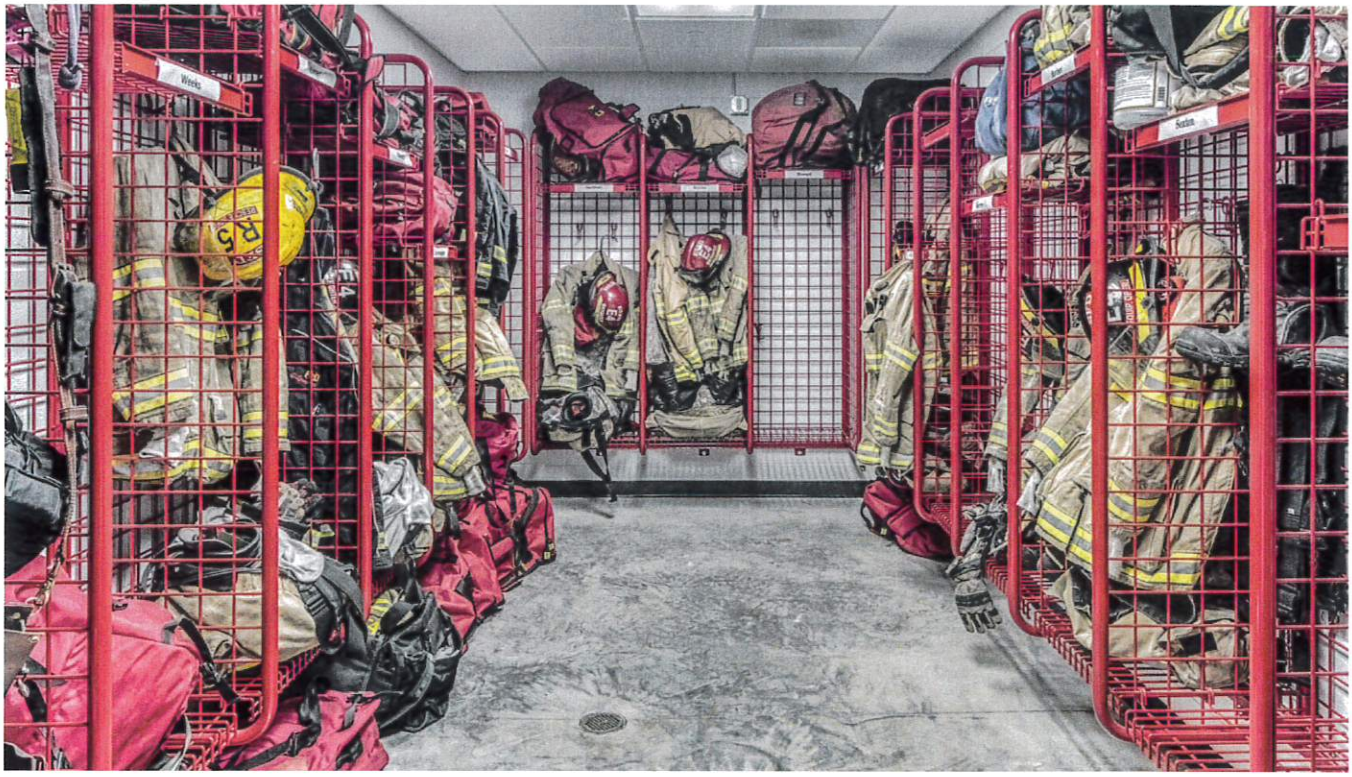
- Springfield Fire Station #4, Springfield, MO
- Battlefield Fire Station #3, Springfield, MO
- Branson Police and Fire Station, Branson, MO
- Columbia Fire Department Renovations to Houses #4, #5, #6 & Training Center Columbia, MO
- Logan-Rogersville Fire Protection District Station #6, Rogersville, MO
- Leawood Fire Department Station #31, Leawood, KS
- Maplewood New Fire Station, Maplewood, MO – LEED silver certified
- Republic Fire Stations #1 and #2, Republic, MO
- Springfield, Fire Stations #5, #6, #7, #11, #12, and #13, Springfield, MO
- Community Fire Protection District New Fire Station, St. Louis, MO
- Cottleville Fire Protection District Fire Program Assessment, Weldon Spring, MO
- Ferguson Fire Department New Fire House #1, Ferguson, MO
- Florissant Valley Fire Protection District New Engine House #1, Engine House #2 and Administration, Florissant, MO

FIRM NAME
OWN, Inc.

FIRM EMPLOYEES
240

SERVICES
Civil Engineering // Structural Engineering // Field Services // Land Surveying

OFFICE
3213 S. West Bypass
Springfield, MO 65807
417.866.2741
WeAreOwn.com



FIRM INTRODUCTION

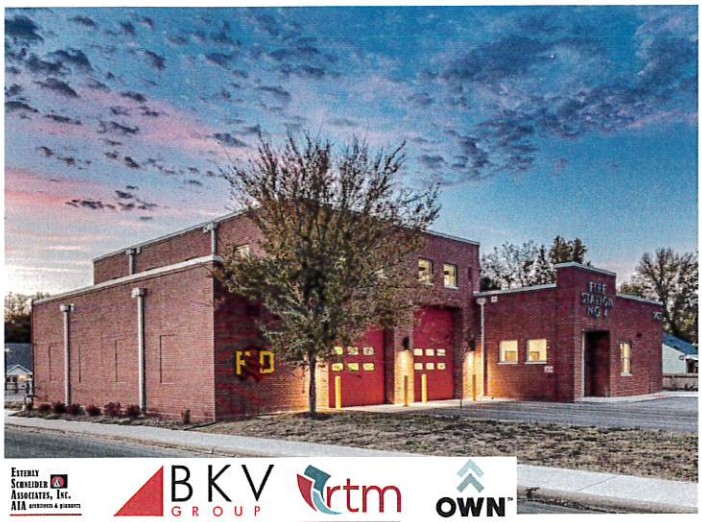
OWN, Inc. is an employee-owned engineering firm. Our core offerings include Civil Engineering, Structural Engineering, Land Surveying, and Field Services. Our talented team helps shape the built environment across the country from our offices in Missouri, Kansas, Arkansas, and Florida. No matter the project or scope, our clients enjoy problem solving and service that goes beyond the expected.

We believe in the value of relationships that last. That it's appreciated when you handle things with the attention and urgency you'd expect of a friend. And asking bigger questions will lead to better solutions. No matter if the challenge we're solving is massive or mundane, our approach is rooted in the principles that guide our work each day:

- Owners do it better
- Responsiveness is a superpower
- Success is not a limited resource
- Fun matters
- People are at the center of it all

PAST PUBLIC SAFETY PROJECTS

- Springfield Fire Station #4, Springfield, MO
- Springfield Fire Station #7, Springfield, MO
- Springfield Fire Station #13, Springfield, MO
- Springfield Fire Station #14 Springfield, MO
- Logan-Rogersville Fire Protection District Station No. 6, Rogersville, MO
- Battlefield Fire Station No. 3, Battlefield, MO



CLIENT
City of Springfield, MO
Jennifer Swan, AIA, Facility Design & Construction
p: 417.864.2033
e: jswan@springfieldmo.gov

SIZE
Station #4:
7,010 SF
2 drive-through bays
6 bunks

Station #13
6,380 SF
2 drive-through bays
4 bunks

COST
Fire Station #4: $2.37M
Fire Station #13: $2.90M

SCHEDULE
Fire Station #4: September 2019 - June 2022
Fire Station #13: September 2019 - December 2023

SUSTAINABILITY
LEED Silver

DELIVERY METHOD
Design - Bid - Build

SPRINGFIELD FIRE STATIONS #4 & #13

SPRINGFIELD, MISSOURI

The City of Springfield has twelve fire stations ranging from small mid-century single-company buildings to more recent facilities with large bays and community rooms. None of them is satisfying all of the functional demands of a modern fire station, and the city embarked on a project to improve two and build two more. BKV Group teamed with the respected local architect Esterly Schneider to design replacements for stations No. 4 and No. 7, the oldest in the city, and two new stations in underserved areas of town.

Esterly Schneider and BKV Group toured several of the current stations to learn about the city's standards and preferred equipment. A survey of the firefighters identified the items they want to repeat from the current stations and which items they would like to avoid in the new stations. Detailed space standards allowed the city to visualize the building programs and confirm that the proper equipment and furniture fit in the space allotted. The stations will include gender-neutral facilities, lactation rooms, appropriate decontamination spaces, separate contaminated and clean zones, and physical conditioning spaces.

Originally developed as a two-story station to fit on a narrow site, a drastic local increase in construction costs forced the redesign as a single-story facility. The resulting design narrowed the apparatus bays slightly and moved closer to the neighboring property to the north, but bid within the City's budget. The two-bay design uses brick and cast stone for longevity and includes a taller parapet at the public entry to aid wayfinding for the public. The Station will be LEED Silver in compliance with City statute.

LUCKY 13

T-8

1900
FIRE STATION NO. 13

SPRINGFIELD FIRE STATION #7

SPRINGFIELD, MISSOURI

Fire Station #7 is located on a major thoroughfare across from a new grocery store. The existing fire station had drainage issues and is a small, outdated fire station. Adjacent development left no possibility for expansion and new zoning codes restrict the buildable area. A new station with traditional fire station features will provide high visibility for the Department as citizens come and go from the grocery store.

CLIENT
City of Springfield, MO

SIZE
6,380 SF
2 drive-through bays
4 bunks

COMPLETED
Ongoing
March 2024

COST
$3.55M

SUSTAINABILITY
LEED Silver

DELIVERY METHOD
Design - Bid - Build

SPRINGFIELD FIRE STATION #14

SPRINGFIELD, MISSOURI

Station #14 will be a new station in the northwest section of town on a large parcel of land. This project proceeded through Schematic Design and is expected to move forward in a few years. The Station has an option for a multipurpose room to support the community-based fire protection model used in Springfield. The Station will be LEED Silver in compliance with City statute.

CLIENT
City of Springfield, MO

SIZE
6,380 SF, 2 drive-through bays, 4 bunks

COMPLETED
Ongoing
2025 (est.)

CLIENT
State of Missouri & Missouri
Department of Natural Resources
Sandra Walther, AIA
Project Manager
P: 573.751.2283
E: sandra.walther@oa.mo.gov

SIZE
9,900 SF

SCHEDULE
July 2009
January 2010

RENOVATIONS TO FISH HATCHERY OFFICE AND NEW FEED STORAGE BUILDING

ROARING RIVER STATE PARK, CASSVILLE, MO

This project included renovation work to the existing fish hatchery office as well as the construction of a new Feed Storage Building. The 1,544 S.F. office renovation included a work area, meeting room, laboratory, and offices. The 3,240 S.F. Feed Building included areas for storage of fish feed as well as a shop. This building was designed to complement the design of the nearby office building.

CLIENT
State of Missouri & Missouri
Department of Natural Resources
Sandra Walther, AIA
Project Manager
P: 573.751.2283
E: sandra.walther@oa.mo.gov

SIZE
9,900 SF

SCHEDULE
July 2014
February 2015

CIVILIAN CONSERVATION CORPS LODGE HISTORIC RESTORATION

ROARING RIVER STATE PARK, CASSVILLE, MO

This 7,965 S.F. historic renovation project involves the restoration of a three-story lodge built in the 1930's. This was originally designed as a building with community and dining rooms, and one level of rooms for rent. The building had been previously renovated into offices and a park shop.

This project restores the historic use of the building to its previous use for the rental of rooms, and creates 7 units for rent on two floors, with 14 beds total, with kitchenettes, living areas and dining areas in each unit. The building will also include a community room with associated warming kitchen. The historic nature of the building will be preserved by the renovation work, and some historic elements of the building will be restored.

CLIENT
South Barry County Ambulance District

SIZE
4,000 SF
drive through bays
helipad

SCHEDULE
February 2019
January 2020

SOUTH BARRY COUNTY AMBULANCE DISTRICT (SBCAD)

EAGLE ROCK, MO

The new building for South Barry County Ambulance District in Eagle Rock, Missouri was a design-build collaboration with DeWitt & Associates acting as the Design-Builder and Esterly, Schneider & Associates providing professional architectural design services. Through the design of this facility, Esterly, Schneider & Associates delivered the Owner's high-level design requirements identified in the programming scope in addition to the typical requirements of an ambulance facility including sleeping areas, restrooms, office space, day rooms and support areas fitting into the 4,000 square foot rectangular footprint.

The high-level requirements identified by the owner included two pull through ambulance bays attached to the building, a safe room to house six staff, a covered front entrance, additional parking for vehicles, a helipad, and a new septic system and well. The typical programmatic elements for an ambulance facility were configured for best efficiency and life-safety of the occupants. The bedrooms are separated from the rest of the facility by a fire partition and protected by a sprinkler system as required by code. The bedrooms are also located to provide acoustical separation from the busier parts of the facility. The safe room doubles as additional office space for the staff. The building color scheme and materials were selected based on color schemes used by the healthcare provider the Ambulance District is affiliated with. This provides a harmonious color scheme of finishes from the exterior to the interior of the building.

In addition, the facility required the placement of their helipad which was positioned to best reflect the landing pattern requirements of their helicopters.

CLIENT
City of Battlefield
5434 S. Tower Drive
Battlefield, MO 65619

SIZE
9,900 SF

SCHEDULE
January 2004
July 2004

CITY HALL, COMMUNITY CENTER, & POLICE STATION

BATTLEFIELD, MO

The City of Battlefield commissioned Esterly, Schneider & Associates, Inc., AIA to design a new judicial building to accommodate their growing city. The project was partially funded through a Community Development Block Grant. The 9,900 S.F. City Hall design accommodates City Offices, New Police Department and Community Center.

This design facilitates all three functions and provides for a new image for the City. The building is a two-tone, black, and white ground face masonry façade with center skylight at the main lobby area. Masses of black glass span the face and corners of the building. A white standing seam metal roof sets off the final image.

CLIENT
City of Springfield Police Department
Captain Culley Wilson
321 East Chestnut Expressway
Springfield, MO 65802
p: 417-864-1722
cwilson@springfieldmo.gov

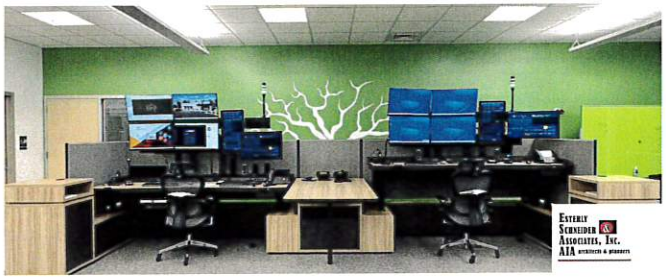
SIZE
1,500 SF

SCHEDULE
In Design Phase

POLICE STATION FIRING RANGE BUILDING (IN DESIGN)

SPRINGFIELD, MO

The City of Springfield commissioned Esterly, Schneider & Associates, Inc., AIA to design their new firing range building for the Police Department. The design accommodates classroom space, storage/vault room, breakroom, restrooms with showers and laundry space. The new 1,500 SF building will facilitate the Police Firing Range training needs. This site is located at their Fulbright Landfill Superfund Site. The site is unique and required special planning, as it is in a flood plain area and required the building design to be elevated above the flood plain.



CLIENT
Lawrence County Emergency Services
Bonnie Witt-Schulte
Executive Director
1533 Missouri Drive
Mt. Vernon, MO 65712
P: 417-316-6006
E: bwittschulte@lawrencecountymo911.gov

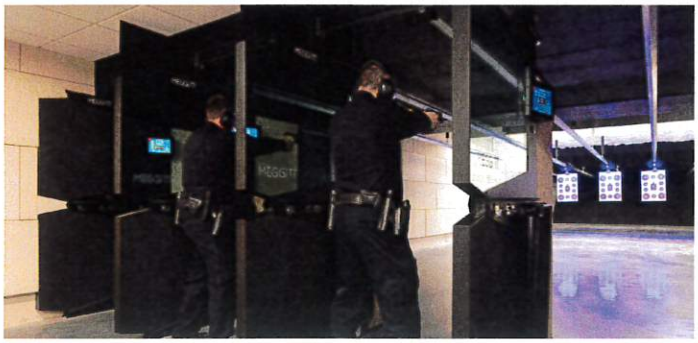
SIZE
8,250 SF

SCHEDULE
Start: February 2022
End: Oct 2023

LAWRENCE COUNTY EMERGENCY SERVICES NEW 911 CENTER AND STORM SHELTER

MOUNT VERNON, MO

Esterly, Schneider & Associates was commissioned to design a new 8,250 square foot emergency services building for Lawrence County Emergency Services Board. The design will also include a new communications tower located on site. Located in a new development area off Missouri Drive in Mount Vernon, Missouri, this building will house the County's 911 dispatch services, as well as emergency service personnel training. The building is to be designed as a storm shelter and is constructed of precast concrete. The building will also feature a steel construction with an aluminum composite panel facade to serve as architectural details at the main entrance and employee entrance. The building will meet the ICC-500 ratings for storm shelters, to keep the County's emergency service capabilities online during significant weather events. The building will contain the required amenities to provide emergency services to the residents of Lawrence County, including a 1,950 square foot command center, a 720 square foot training room, and an enclosed emergency generator area will also be part of the design. In addition, the new building will include staff offices, breakrooms, as well as, quiet rooms for employees.



CLIENT
City of Fridley, MN
7071 University Ave., N.E.
Fridley, MN 55432
Scott J. Hickok, *Community Development Director*
p: 763.572.3590
e: Scott.Hickok@fridleymn.gov

SIZE
37,500 SF police station
40-vehicle garage

SCHEDULE
Kickoff: April 2016
Groundbreaking: June 2017
Grand Opening: November 2018

DELIVERY METHOD
CMaR

FRIDLEY CIVIC CAMPUS - POLICE STATION

FRIDLEY, MINNESOTA

Across University Avenue from the City of Fridley's Community Park, and directly west of the wooded trails of Locke Park and Rice Creek, stands the recently completed Fridley Civic Campus. This municipal improvement project features a new City Hall / Public Safety facility and Public Works facility, organized around a central water feature and shared plaza.

The civic campus will be a central feature in a larger project, currently called the Columbia Arena Redevelopment, which will include new patio homes, urban scale multifamily, and a senior living development.

The police and fire facility is located across the lobby from the City Hall. A separate public lobby, Records, police administration, investigations, and patrol spaces are all located on the first floor. The lower level contains a squad garage, a small holding facility with attached vehicle sallyport, evidence processing and storage area, and a five -lane firing range. On the second floor, an EOC/training room and fitness room are accessible for employees.

A public engagement process had been ongoing long before BKV Group was brought into the project, with a preliminary building program and a site master plan which was developed through a series of public design charrettes. BKV Group led the design process by confirming and documenting current and future space needs for each department and demonstrating comparisons to similar.

CLIENT
City of Fridley
7071 University Ave., N.E.
Fridley, MN 55432
John Berg, *Fire Chief (Former)*
p: 763.238.8346
e: 19stearman34@gmail.com

SIZE
184,300 SF total project
24,770 SF fire station
6 double-deep drive-through bays
4 double bunk rooms

SCHEDULE
Kickoff: April 2016
Groundbreaking: June 2017
Grand Opening: November 2018

FRIDLEY CIVIC CAMPUS - FIRE STATION

FRIDLEY, MINNESOTA

The Fridley Civic Campus includes a new City Hall with administrative office and associated areas, Police Station, Fire Station, and a new Public Works Facility, with parking to accommodate staff and public. The civic campus is a central feature in a larger project currently called the Columbia Arena Redevelopment. The project also includes a central water feature, with plans for future private development.

The fire station has administrative offices on the first floor and bunk rooms, a kitchen, and a dayroom for duty crews on the second floor. A fire pole provides direct access to the apparatus bays. The station boasts up-to-date decontamination procedures, including a sauna to help clear skin of absorbed toxins. There are dual three-bay drive-through apparatus rooms. In between these is the watch room, maintenance shop, decontamination, the SCBA compressor, and turnout gear storage.

Above the support functions is a large room for mazes and props to provide on-site training opportunities. Openings between this mezzanine space and the apparatus bays on either side provide support for laddering and bailout training. A training tower contains a training standpipe, stairs for hose advancement evolutions, manholes for confined space extrication practice, and rappelling anchors both inside and outside. These spaces are supported by a large training room shared with the Police Department and an area for vehicle fire training adjacent to the rear apron.

CLIENT
City of Montgomery
Brian Heck, *City Administrator*
p: 507.364.8888
e: bheck@cityofmontgomerymn.com

SIZE
23,060 SF Total Project
13,080 SF Fire Station
620 SF Police Station
360 SF Shared

SCHEDULE
Kickoff: June 2018

MONTGOMERY PUBLIC SAFETY FACILITY CONCEPT DESIGN

MONTGOMERY, MINNESOTA

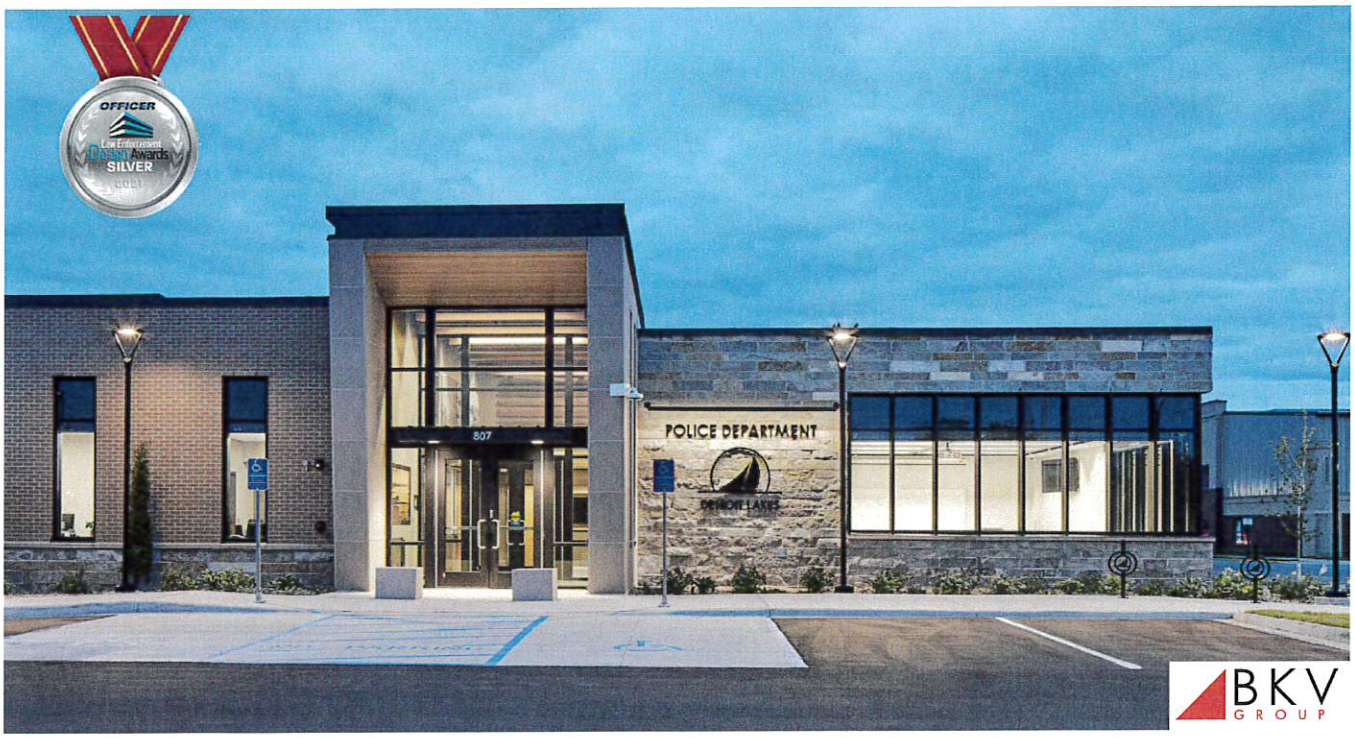
BKV Group was selected to help the City move the Fire and Ambulance departments out of the City Hall building into a new facility that was appropriately sized and supported modern health and safety measures for the volunteers. In addition, the Police Department would be moved out of the Public Works building into space that was safe and secure. City Administration and Public Works could then expand into the space left behind.

As a co-located facility, the building is designed around a core of shared spaces including a large training room with adjacent kitchen space, locker space, and showers. Access to and from these spaces is controlled (with provisions made for emergency egress). The Fire and Ambulance departments share some spaces that aren't shared with the Police, including apparatus bays, decontamination, dayroom, and patio.

Police spaces include a squad garage, ample space for evidence storage, a hardened interview room, and workspaces for the Chief, Admin, Sergeants, and Patrol Officers. A Police Lobby provides a public restroom and waiting space for visitors requesting Records.

Volunteer response for the EMTs consists of parking at the west side of the apron, entering into a vestibule connecting the bays to the office spaces, and proceeding directly to the ambulance in the first apparatus slot. Volunteer response for the firefighters consists of parking east of the building on the apparatus return route, entering a vestibule, moving into the turnout gear storage room, and then walking into the bays with the first-out rigs occurring in the sixth slot closest to the gear.

The project is on hold due to funding.



CLIENT
City of Detroit Lakes
1025 Roosevelt Avenue
Detroit Lakes MN 56501
Steve Todd
Chief of Police
p: 218.846.3203
e: stodd@cityofdetroitlakes.com

SIZE
22,000 SF

SCHEDULE
November 2024 (est.)

DELIVERY METHOD
CMaR

DETROIT LAKES POLICE STATION STUDY & NEW FACILITY

DETROIT LAKES, MINNESOTA

The Detroit Lakes Police Department protects a summertime population of 13,000 citizens, operated in an undersized facility not suited for law enforcement operations. BKV Group was chosen by the City to assess the Police Department and City Administration Building. An audit evaluated site conditions, utilities, building shell, mechanical and electrical systems, code compliance, and energy usage. Following this, BKV Group assessed current and projected space needs, offering options like remodeling, relocation, or building anew. Cost assessments for each option were provided, aiding the city in decision-making. The study determined that the existing facility did not provide essential spaces such as locker rooms, evidence processing, interview rooms, nor adequate office space for the department of 16 sworn officers. Additionally, the existing facility did not provide separation or a secure perimeter between staff and public zones placing the department's staff at risk.

The new station provides a natural-light filled community room open to public-use. Within the public spaces, historical imagery of the department which was collected from the local historical society is displayed proudly. An important aspect of the planning process was to provide a welcoming police facility and stress-reducing environment. Following biophilic design principles, the Detroit Lakes Police Station provides ideal access to natural daylight within public and staff work areas, along with utilizing natural materials and warmer tone finishes selected to reduce occupational related stresses. While at the same time, providing a secure facility using ballistic glazing and masonry materials to reinforce the exterior perimeter and ballistic-resistant materials within the interior lobby space.

REFERENCES

COMPLETE PROJECT TEAM REFERENCE LIST

Springfield Fire Stations #4, #7, #13, and #14
David Pennington, *Fire Chief*
City of Springfield, MO
830 Boonville Ave.
Springfield, MO 65802
p: 417.874.2310
dpennington@springfieldmo.gov

Jennifer Swan, AIA, *City Architect*
City of Springfield, MO - Public Works
Public Works Facility Design & Construction
1010 West Chestnut Street
Springfield, MO 65802
p: 417.864.2033
jswan@springfieldmo.gov

ESTERLY SCHNEIDER REFERENCE LIST

Roaring River State Park, Cassville, MO
Civilian Conservation
Corps Lodge Historic Restoration
Sandra Walther, AIA, *Project Manager*
State of Missouri, Design and Construction
301 W High Street, Suite 730
Jefferson City, MO 65101
p: 573.751.2283
c: 573.257.7322
sandra.walther@oa.mo.gov

Lawrence County Emergency Services
New 911 Center and Storm Shelter
Bonnie Witt-Schulte, Executive Director,
Lawrence County Emergency Services Board - 911
1533 Missouri Drive
Mt. Vernon, MO 65712
p: 417-316-6006
c: 417-489-0589
bwittschulte@lawrencecountymo911.gov

1. Police Headquarters Facility Improvements and Upgrades to Interior | 2. Police Station Firing Range Building
Captain Culley Wilson, *Investigations and Support Services Bureau, City of Springfield Police Department*
321 East Chestnut Expressway | Springfield, MO 65802
p: 417-864-1722
e: cwilson@springfieldmo.gov

Jennifer Swan, AIA, *City Architect*
City of Springfield, MO - Public Works
Public Works Facility Design & Construction
1010 West Chestnut Street | Springfield, MO 65802
p: 417.864.2033
jswan@springfieldmo.gov

BKV GROUP REFERENCE LIST

Detroit Lakes Police Station Study & New Facility
Steve Todd
Chief of Police
1025 Roosevelt Avenue
Detroit Lakes MN 56501
p: 218.846.3203
stodd@cityofdetroitlakes.com

Fridley Civic Campus
Scott J. Hickok,
Community Development Director
City of Fridley
7071 University Ave., N.E.
Fridley, MN 55432
p: 763.572.3590
e: Scott.Hickok@fridleymn.gov

North Service Center Adaptive Reuse
John Turk, Captain
Rochester Police Department - North Station
4001 W River Pkwy Ste 200
Rochester, MN 55901
p: 507.328.6940
e: jturk@rochestermn.gov

Dilworth Fire Hall Design Sevices
City of Dilworth, MN,
L. Peyton Mastera
City Administrator
p: 218.287.2313
e: peyton.mastera@ci.dilworth.mn.us

PROJECT TEAM

ORGANIZATIONAL CHART

Our team is poised to commence immediately, aiming to generate valuable momentum from the project's onset. In our proposal development phase, we've conducted an internal review of the project scope and schedule with our team to ensure a shared understanding and readiness. With our core team dedicated to the project's entirety, we guarantee continuity in information, communication, and project-specific details regarding fire and police facilities. Partnering with BKV Group, renowned for completing over 300 fire and police station projects and studies nationwide, enhances our capabilities. Additionally, we've enlisted local engineering firms OWN, Inc. for Civil Engineering and RTM Engineering for MEP Engineering to bolster our team's expertise and resources.

ESTERLY, SCHNEIDER & ASSOCIATES, INC.
BKV GROUP
RTM ENGINEERING CONSULTANTS
OWN, INC.

NEOSHO CITY OF SPRINGS

CLIENT CONTACT
Timothy Guillot, AIA
Principal, Project Manager

PIC
Craig Schneider, AIA
Principal-in-Charge

ARCHITECTURE
Thomas Lundberg, AIA
Principal, Senior Project Architect

FIRE STATION PLANNING & DESIGN EXPERTS
BKG Group
Craig Carter, AIA
Senior Fire Station Planner & Designer
Kyle Olson, PE, MSLE
Senior Structural Engineer
Paul Michell, AIA
Police Station Planner
Jackie Wilcox, AIA
Senior Interior Designer

MEP ENGINEERING CONSULTANT
RTM Engineering Consultants
Jennifer Luce, PE
Senior MEP/Architectural Engineer
Elizabeth Hangrave, PE
Senior Project Manager

CIVIL ENGINEERING CONSULTANT
OWN, Inc.
Jared Davis, PE
Land Development Division Leader
Joshua Oathour, PE
Office Leaderr

TIMOTHY GUILLOT, AIA, NCARB

PRINCIPAL, PROJECT MANAGER // **ESTERLY, SCHNEIDER & ASSOCIATES**

Tim began his architectural career at Esterly, Schneider & Associates, Inc. in 2002, and has been a lead designer and project manager on numerous projects during his tenure. With a high degree of technical knowledge in construction, and with his proven leadership and communication skills, Tim has earned the respect and trust of our clients and contractors. Tim recently served as project lead on multiple projects for Salem Memorial District Hospital in Salem, MO.

EDUCATION // Drury University, Bachelor of Architecture

REGISTRATIONS // Licensed Architect: MO, among others // NCARB Certificate

YEARS OF EXPERIENCE // 21

RELEVANT EXPERIENCE

New 911 Center for Lawrence County Emergency Services, Lawrence County, MO

South Barry County Ambulance Facility and Helipad, Eagle Rock, MO

Salem Memorial District Hospital Master Plan, Salem, MO

Salem Memorial District Hospital Life Safety Study, Salem, MO

Salem Memorial District Hospital Long Term Care Renovation, Salem, MO

Salem Memorial District Hospital Renovations and Additions/MRI, Salem, MO

Phelps Health, Waynesville Medical Center, Waynesville, MO

MSU, Renovate Carrington Hall Rooms 101, 118, 202, 311, 315, 422, 424, Springfield, MO

MSU, Central Stores and Maintenance, Renovations to Grounds Bay, Springfield, MO

MSU, Jordan Valley Innovation Center, Modifications to Area 208, Springfield, MO

Springfield Art Museum Ceiling and Lighting Replacement, Phases I and II, Springfield, MO

Busch Municipal Building Envelope Repairs, Phases I and II, Springfield, MO

CRAIG SCHNEIDER, AIA, NCARB

PRINCIPAL-IN-CHARGE // **ESTERLY, SCHNEIDER & ASSOCIATES**

Craig's personal commitment and involvement with all Esterly, Schneider & Associates projects makes him a highly respected leader in the architectural field. With over 42 years of architectural experience and professional licenses in 41 states, his leadership is invaluable to clients. He has earned a reputation as a hands-on practicing Architect and is often seen out in the field making site visits and lending his expertise to the Project Team members. As a Managing Principal, Craig's responsibilities are far-reaching: In addition to overseeing the firm's day-to-day operations, design, and project management, Craig spearheads Esterly, Schneider & Associates' business development efforts and also remains actively involved in many community projects.

EDUCATION // Kansas State University, Bachelor of Architecture

REGISTRATIONS // Licensed Architect: MO, among 37 other states and territories

YEARS OF EXPERIENCE // 46

RELEVANT EXPERIENCE

Springfield Fire Stations #4, Springfield, MO

Springfield Fire Stations #7, Springfield, MO

Springfield Fire Stations #13, Springfield, MO

Springfield Fire Stations #14, Springfield, MO

New 911 Center for Lawrence County Emergency Services, Lawrence County, MO

Busch Municipal Building Envelope Repairs, Phases I and II, Springfield, MO

South Barry County Ambulance Facility and Helipad, Eagle Rock, MO

Salem Memorial District Hospital Master Plan, Salem, MO

Salem Memorial District Hospital Life Safety Study, Salem, MO

Salem Memorial District Hospital Long Term Care Renovation, Salem, MO

THOMAS LUNDBERG, AIA, LEED AP, NCARB

PRINCIPAL, SENIOR PROJECT ARCHITECT // **ESTERLY, SCHNEIDER & ASSOCIATES**

Thom has been with Esterly, Schneider & Associates, Inc., for over 30 years and has been a registered Architect since 1998. He has contributed to a large number of projects in the commercial, educational, governmental and medical industries. Thom has worked with new and repeat clients successfully forming lasting relationships through excellent architectural service. Thom lends his expertise in computer technology and software to the Design Studio by keeping the office systems up-to-date and running smoothly to serve our clients' needs. He is a member of the local chapter of the US Green Building Council and is a LEED Accredited Professional.

EDUCATION // University of Kansas, Bachelor of Architecture

REGISTRATIONS // Licensed Architect: MO, among others // NCARB Certificate // LEED AP

YEARS OF EXPERIENCE // 30

RELEVANT EXPERIENCE

Springfield Fire Stations #4, Springfield, MO

Springfield Fire Stations #7, Springfield, MO

Springfield Fire Stations #13, Springfield, MO

Springfield Fire Stations #14, Springfield, MO

CCC Lodge

Roaring River Fish Hatchery

Busch Municipal Building Envelope Repairs-Phases I and II, Springfield, MO

City of Springfield and MoDOT Regional Transportation Management Center, Springfield, MO

City of Springfield Police South Headquarters Server Room, Springfield, MO

Sanford Park Picnic Shelter and Parking Lot, Springfield-Greene County Park Board, Springfield, MO

St. James Veteran's Home, Solarium Addition and Interior Renovations, St. James, MO

PAUL MICHELL, AIA

POLICE STATION PLANNER // **BKV GROUP**

Paul brings 24 years in planning and delivering complex public facilities. He demonstrates an unparalleled level of commitment to high-quality design, a team-oriented approach, and influential leadership which contributes to functional, enduring, and purposeful facilities that enrich the community while meeting the client's operational, budgetary, and schedule goals. Paul is passionate about community and local government projects and understands the sensitive nature of local government decision making and delivering value for tax-dollars spent.

EDUCATION // University of Kansas, Bachelor of Arc., School of Architecture and Urban Design //

REGISTRATIONS // Registered Architect: MO #A-2009021701 // among others // NCARB

RELEVANT EXPERIENCE

Lawrence Police Needs Assessment Study, Lawrence, KS*

Clarkville Police Department, Clarkville, AR*

Clayton Police Headquarters, Clayton, MO*

Central Police Facility Renovations, Independence, MO*

Conway Police Headquarters, Conway, AR*

Pittsburg Police & Court Facility, Pittsburg, KS*

Manchester Police & Court Facility, Manchester, MO*

Strongsville Police Headquarters Study & Concept Design, Strongsville, OH*

Missoula Police Headquarters Study, Missoula, MT*

Springfield Police, Fire & City Hall Study, Spring Hill, UT*

Ankeny Police Headquarters, Ankeny, IA*

Highland Police, Fire and City Hall Study, Highland, IN*

Wyandotte Police & Court Facility, Wyandotte, MI*

CRAIG CARTER, AIA, LEED AP BD+C

FIRE STATION PLANNER // DESIGNER // **BKV GROUP**

Craig has over 22 years of experience in architectural design, documentation, and construction administration with a focus on public safety projects. Craig has worked on more than 100 fire station projects and has won several design awards celebrating the functionality and beauty of his projects. He is an expert in the detailed requirements that enable these buildings to be effective tools for their users. With a family background in public service, Craig understands the culture of local government and strives to create an excellent working relationship with his clients through his fun, upbeat and friendly manner.

EDUCATION // University of Illinois at Urbana-Champaign, Bachelor of Science in Architectural Studies & Master of Architecture

REGISTRATIONS // Licensed Architect IL and 5 other states // NCARB // LEED AP BD+C

YEARS OF EXPERIENCE // 22

RELEVANT EXPERIENCE

Springfield Fire Stations #4, #7, #13, and #14, Springfield, MO

Montgomery Public Safety Building, Montgomery, MN

Fridley Civic Campus, Fridley, MN

Dilworth Fire Station #3, Dilworth MN

Woodlawn Fire Station #24, Fairfax County, VA

Short Pump Firehouse #19 Henrico County, VA

Winona Public Safety Facility Study, Winona, MN

Lansing New Public Safety Center, Lansing, MI

Lansing Fire Stations #2, #8, and #9, Lansing, MI

Grand Blanc Township Fire Station and Public Works, Grand Blanc, MI

KYLE OLSON, PE, MLSE

SENIOR STRUCTURAL ENGINEER // **BKV Group**

Kyle is responsible for performing and directing others in the design, evaluation, and retrofit of metal, concrete, masonry, and wood structures. Kyle has design experience in the following industries: affordable housing, education, energy, food, government, industrial, senior living, and student housing. Duties include preparation of engineering studies, design documents, building and support structure layouts, technical correspondence, engineering and construction cost estimates, and construction bid documents. He is also responsible for supervision of design personnel, final project checking, and communication with clients pertaining to design and construction issues.

EDUCATION // Bachelor of Civil Engineering, University of Minnesota

REGISTRATIONS // Professional Engineer: MO #2016008248, among others // NCEES

YEARS OF EXPERIENCE // 14

RELEVANT EXPERIENCE

Springfield Fire Stations #4, #7, #13, and #14, Springfield, MO

Short Pump Firehouse #19 Henrico County, VA

Fridley Civic Campus, Fridley, MN

Woodlawn Fire Station #24, Alexandria, VA

Elk River Public Safety Building Remodel and Expansion, Elk River, MN

Staples Mill Firehouse #20, Henrico County, VA

Woodlawn Fire Station #24, Fairfax County, VA

Montgomery Public Safety Facility, Montgomery, MN

Detroit Lakes Police Station, Detroit Lakes, MN

Rosemount Police and Public Works, Rosemount, MN

CNS Y-12 Fire Station, Oak Ridge, TN

Goshen Fire Station Study, Goshen, IN

Grand Blanc Township Fire Station and Public Works, Grand Blanc, MI

JACKIE WILCOX, AIA, LEED AP, IIDA

SENIOR INTERIOR DESIGNER // BKV Group

Jackie Wilcox has over a decade of experience leading and designing a wide range of project types, with a dedicated focus on creating high performing interior environments. As Director of Interior Design, she is embedded in the design and building process from concept to completion, ensuring an overall vision is realized and omnipresent in every detail. Spanning her professional education to career practice, Jackie is fascinated by the effect interior space has on culture, occupant mood and wellbeing. Driven by these curiosities, Jackie approaches each project with the intention of connecting people to their environment and each other.

EDUCATION // Bachelor of Science in Architectural Studies, University of Illinois, Champaign-Urbana, IL

REGISTRATIONS // Licensed Architect // LEED AP

YEARS OF EXPERIENCE // 18

RELEVANT EXPERIENCE

Lansing Public Safety Facility, Lansing, MI –

Edina Community Health & Safety Facility & Fire Station #2, Edina, MN

Bensenville Fire Station 107 Remodel Bensenville, IL

Grand Blanc New Department of Public Works & Fire Station, Grand Blanc, MN

Ingham County Justice Complex - Master Plan and Facility, Mason, MI

Warren 37th District Court, Warren, MI

Rural Jail Initiative, Minneapolis, MN

The Standard at Dinkytown, Landmark Properties, Inc., Minneapolis, MN

Spotsylvania Company 6 Fire Station, Spotsylvania, VA

Albert Lea City-Wide Facilities Assessment & Master Plan, Albert Lea, MN

Montgomery Public Safety Facility, Montgomery, MN

JARED DAVIS, PE, LEED AP BD+C

LAND DEVELOPMENT DIVISION LEADER // OWN ENGINEERING

After starting his career at OWN in 2011, Jared worked his way up and took over as Springfield Office Leader in 2019. In 2024, Jared was promoted to the Land Development Division Leader for the OWN system. As Land Development Division Leader, Jared oversees and spearheads key initiatives within the division, further enhancing the company's capabilities in land development projects firm-wide. Throughout his tenure at OWN, Jared has served as a Design Engineer, Project Engineer, and Project Manager on numerous projects throughout Missouri as well as many other states across the country. His experience ranges from commercial site design, master planning, and project management to working with local and state agencies on municipal and DOT projects.

EDUCATION // Missouri University of Science and Technology, B.S. Civil Engineering

REGISTRATIONS // Professional Engineer: MO # 2016017614 among others // LEED AP BD+C

YEARS OF EXPERIENCE // 14

RELEVANT EXPERIENCE

Fire Stations No. 4, 7, 13 - Springfield, MO

Fire Station No. 4 - Battlefield, MO

Battlefield Fire Station No. 3, Battlefield, MO

Logan-Rogersville Fire Protection District Station No. 6 -Rogersville, MO

Fire Station No. 3 - Ozark, MO

Fire Station No. 3 - Marshfield, MO

Fire Protection District Driver Training Facility - Nixa, MO

Ambulance District - South Barry County, MO

Kraft Fire Pump House - Springfield, MO

Seneca Fire Station - Seneca, MO

New Ebenezer Fire Station - Springfield, MO

JOSHUA OATHOUT, PE

CIVIL ENGINEER & OFFICE LEADER // OWN ENGINEERING

Josh has been with OWN for eight years as a civil engineer and serves as the Office Leader for Joplin. He oversees residential, commercial, and industrial projects, including single family subdivisions, apartment buildings, restaurants, strip centers, retail, warehouse and manufacturing buildings. Josh has extensive experience with stormwater management,istribution design, site planning, subdivision water pollution prevention.

EDUCATION //
Bachelor of Science, Civil Engineering, University of Missouri

REGISTRATIONS //
Registered Professional Engineer: MO #2021000279

YEARS OF EXPERIENCE //
10

RELEVANT EXPERIENCE

Fire Station No. 3 - Ozark, MO

Fire Station No. 3 - Marshfield, MO

Fire Station No. 1 - Nixa, MO

Legends Apartments - Waco, TX

Hampton Manor - Lake of the Ozarks Senior Living, Lake Ozark, MO

Domino's - Lowell, AR

The Orchard Apartments - Nixa, MO

Woodvale Subdivision - Republic, MO

JENNIFER LUCE, P.E., LEED AP

PRINCIPAL, SENIOR MEP/ARCHITECTURAL ENGINEER // RTM ENGINEERING

As Principal for the Springfield office, Jennifer is responsive and receptive to new ideas. Known for being thorough in her designs, she is familiar with emergency facility projects and protocols. Jennifer has acted as the design principal as well as project manager on numerous projects throughout Missouri. She has been responsible for the design and construction of mechanical and electrical systems for various types of designs including higher education, parks and recreation facilities, healthcare, corporate, educational, multi-family housing and industrial facilities. She manages all aspects of projects consistently and utilizes current technology and innovative design to create efficient, comfortable, and sustainable spaces. Jennifer has a drive for exceeding client expectations. Her experience supporting emergency facility projects around the country allows each client to make educated decisions specific to their project.

EDUCATION //
Bachelor's Degree of Science, Architectural Engineering, 1995, Kansas State University

REGISTRATIONS //
Licensed Professional Engineer in CT, GA, ID, MN, MO, OK, UT, WA
Certified Volunteer for Missouri Structural Assessment and Visual Evalua-tion (SAVE) Coalition

YEARS OF EXPERIENCE //
26

RELEVANT EXPERIENCE

Springfield Fire Stations #4, #7, and #13, Springfield, MO. MEP

City of Joplin, Fire Station #2, Joplin, MO.

City of Joplin, Fire Station #4, Joplin, MO.

City of Joplin, Fire Station #6, Joplin, MO.

Republic Fire Stations #1 and #2, Republic, MO.

Springfield Detective Offices, Springfield, MO.

City of Springfield, Municipal Court, Springfield, MO.

Lawrence County 911 Center, Mount Vernon, MO.

Greene County Family Justice Center, Springfield, MO.

APPROACH

APPROACH

PROJECT COMMUNICATIONS

The foundation for the success of this project will be our collaborative and consensus-based planning which will produce a defined schedule and work plan using input from all stakeholders. The Esterly Schneider Team will work closely with the City of Neosho to review and refine the work plan at the start of the project to ensure that critical milestones are defined within the project timeframe. Additionally, this effort will establish all goals and objectives that are to be understood and met within the project schedule.

Alongside the regular workshops and progress reviews detailed within our proposal, our team will assist in preparing and presenting updates to the City Council and the community as needed throughout the process. Additionally, in between scheduled workshops, we strongly support weekly touchpoints utilizing email or virtual meetings to ensure an open discourse between our project manager, and the City's team, while maintaining project momentum and accountability. All workshops will be documented with meeting minutes recording input and direction.

Our approach is led by our experienced senior team members who provide you with the expertise and understanding that is needed to properly address important issues in a timely manner and create a well-developed project that is delivered on schedule. Simply put, we'll help you navigate the choices for your new public safety center that will lead to a successful project that meets the needs of the Police and Fire Departments and community for many decades.

PROJECT UNDERSTANDING

We understand that the City of Neosho seeks to build a new combined Police and Fire building to serve the long-term needs of the community. The Public Safety Center will include six double-deep drive-through fire apparatus bays, appropriate support spaces (maintenance shop, turnout gear storage room, equipment decontamination, etc.), living spaces for 5 firefighters, office space for Fire Administration, reception space, a shared training room, Police workspaces including a bullpen for six officers, interview spaces, evidence processing and storage areas, locker rooms, physical conditioning space, two garage spaces, etc.

The ESA/BKV team does not have preconceived notions on what a public safety project should be, but we understand your operations and the concerns of local government. We speak your language. We will begin the project with on-site information gathering in an interactive group setting that involves key representatives from the user groups and other critical project stakeholders. We will spend time touring your existing facilities, observing how you operate, and asking questions. Our experience will allow us to arrive at solutions quickly and provide a smooth and efficient project development process. Our experience in your project types gives us unmatched perspective and a unique understanding of these agencies. As leaders in public safety facility planning and design, we know that our clients entrust us with the critical tasks of establishing project needs, designing facilities that work, and bringing credibility to the project results.

As with many of our clients, we understand that aligning the City's space needs with the funding readily available may be an area of concern. ESA's local understanding of the construction market will help us provide a bluntly realistic idea of how much building the City can afford, and BKV's national perspective on best practices will help us recommend how to cut square footage without destroying functionality. However, we can also help work on increasing the budget. The ESA/BKV team has worked closely with numerous municipalities that have secured funding through grants and bond funding. Some of the programs that we have experience with include:

- Department of Veterans Affairs Grants Program
- USDA Grants Program (direct funding)
- USDA Bond financing (40-year low interest loans)
- State and Federal earmarks

These programs all have various associated requirements (prevailing wage rates, Buy America provisions, environmental impact reports, etc.) that add a layer of complexity, but the financial benefit always exceeds the burden. We would be happy to provide the City with the benefit of our experience and connect your team with past clients who have successfully secured these types of funds.

PROGRAMMING

The process of planning fire and police stations is one of the most specialized in the architecture profession, and it takes experience to do it correctly. Your designer needs to balance many competing priorities. How do you strike a balance between segregating harmful contaminants from the clean parts of the building and putting every space as close to the apparatus as possible? How do you strike a balance between the need to provide gender-neutral and private facilities and the need to promote camaraderie? How do you balance between the need to create a secure, resilient structure that can stand through adverse conditions with the need to create a civic presence that is welcoming to the public? BKV Group has spent decades becoming experts on the subject of designing police and fire stations, and we are excited by the opportunity to provide this knowledge and expertise to the City of Neosho.

Discovery. Successful programming and master planning efforts must begin with an understanding of your department and a base knowledge of the existing facilities. The ESA/BKV Team will request the following, if available, for review prior to the first workshop:

- Organizational Charts/ Inventory of current facilities, staff, special units, and equipment/vehicles so we have a point of departure for discussions of future expectations.
- Mission statements so we can suggest ways the building can support your organizational priorities.
- Any boundary, topographic, and utility surveys, environmental assessments, geotechnical investigation reports, etc. available.
- Access to the latest-and-greatest zoning information.

Workshop 1 – Kickoff and Tours. The first step in any successful project is establishing an effective team while facilitating the creation of shared goals, objectives, expectations, and vision. We do this during the project kickoff meeting by:

- Introducing all core team members and their roles/responsibilities.
- Client's explanation of the project, including project history and department backgrounds.
- Establishing the schedule, including all major tasks, workshops, presentations, and deliverables.
- Defining communications protocols between the ESA/BKV Team and the City.
- Identifying all stakeholders (staff, city council, community members) and the ways they will be engaged throughout the project.

- Facilitating the creation of shared goals, objectives, expectations, and vision.
- Discussion about the community engagement process with an emphasis on providing transparency, clear communication, demonstrating overall project needs, and gathering community input in a thoughtful and meaningful manner.
- Initiate sustainability discussions and how sustainability may tie into the project's purpose, goals and support the needs of the user groups.

Each member of the ESA/BKV Group team will consciously adopt and internalize these goals, objectives, and visions communicated during the kickoff meeting so that every decision we make aligns with your best interests. An effective kickoff is the first step to a professionally managed project and successful outcome.

After our kickoff meeting, our team will tour the police and fire stations to review the operational and functional conditions of the facilities and how the buildings are impacting the efficiency and effectiveness of your operations. We will take notes on your policies and procedures, learn the types of equipment you are using, ask questions about what isn't working well, and look for elements of culture unique to Neosho Fire and Neosho Police.

Our deliverable will be a narrative describing the issues identified, with photographs for documentation. This document can help provide guidance for correcting the functional issues you are experiencing in your stations and is an invaluable tool for educating outside stakeholders on the existing conditions and needs as the design develops.

Workshop 2 - Space Needs Review. Your project encompasses multiple facility user groups and types. We provide a team with specific expertise in each area to properly address the needs, evolutions, and best practices of the different operations. In separate meetings for police and fire, our team will meet with your staff to identify, discuss, and closely define all the spaces required to function efficiently, in compliance with law and national standards, for the next 20+ years. We will discuss the "State of the Art" in Fire and Police station design and how spatial relationships may be affected by forward thinking. With your consent, we will conduct a survey of your firefighters and police officers to solicit information about what elements to repeat from your current stations, what elements to avoid, and any features of other stations they have seen and liked. We will consistently refer back to your current spaces so everyone can understand how well the current facilities are responding to your actual needs and what is necessary for efficient and complete operations. Finally, we will discuss which spaces could be shared between the two user groups.

Our deliverable will be a spreadsheet listing staffing projections, the required spaces, the number of each needed, an area for each type of space, total areas of programmed spaces, and total overall square footage. The spreadsheet will also list the areas of the existing facility for reference, and an analysis of the space savings from co-locating the departments. We will follow up after the workshop to review adjustments requested by staff as needed.

POLICE. Our planning and design process will consider the following critical areas at minimum, informed by national standards, adapted for Neosho's specific and unique needs:

- Review and advise on optimum divisional organization.
- Critical adjacencies between staff and work areas to ensure efficiency.
- Opportunities for your new facility to provide community engagement and outreach.
- Review of law enforcement operations.
- How to best address changing department gender demographics.
- Evidence chain-of-custody and proper storage solutions.
- Short-term holding needs, if any, including separation of males, females, and juveniles.
- Separation of victims, witnesses, and offenders.
- Protection of staff at public contact points.
- Security and surveillance systems.
- Storm shelter requirements.
- Building technology, network, dispatch, and audio/visual systems.
- Engineering systems and equipment that will perform for these critical-use facilities and that will reduce energy consumption and operational costs.

Facility Comparisons. BKV Group will work with you to develop a list of communities similar to Neosho in terms of area, population, demographics, geography, etc. and research the size of any recently constructed stations that we don't already have in our databases. This allows a comparison between the projected Space Needs and what other communities have, helping to assure the community and elected officials that the proposed program is neither too large nor too small. Our deliverable is a table of the comparison stations and a narrative about the reason for this analysis.

Presentation to City Council. Our recommendation is to meet with the City Council multiple times over the course of the project to keep them apprised of progress and the data generated. This allows the elected officials to react to the challenges of the current facilities and express support for the departments before being confronted with cost information that can be more politically challenging. The first presentation we suggest is to discuss the existing Operational and Functional Issues, the Space Needs, and Facility Comparisons.

FIRE DEPARTMENT. While the needs of every Fire facility will vary by the culture of the department and the nature of their response area, certain issues continually recur for consideration, including:

- Apparatus bay design with appropriate equipment and finishes.
- Separation of response and visitor activity.
- Adequate apron space for apparatus response and maneuvering.
- Like-home environment with comfortable but durable finishes and furnishings.
- Contaminant Control and Cancer Mitigation principles.
- Trauma-informed design to improve the mental and behavioral wellness of the crew.
- Minimization of response and turn-out time.
- Bunking and locker options.
- Changing gender demographics and gender neutrality.
- Physical training areas and operational training built into the station.
- Storm shelter requirements.
- Adequate storage areas.
- Mechanical systems designed for comfort and efficiency.

SCHEMATIC DESIGN

A valuable period in any project is the time spent exploring project possibilities through an informed, iterative process of design exploration. This conceptual "on paper" time is when the design team will quickly explore potential planning approaches, testing out different ways of locating program spaces to fulfill the overall project needs and the stakeholder's expectations. Your new facility should welcome the community, inspire your staff, provide cutting-edge tools for training and operations, result in increased staff efficiency, and aide the City in recruiting top talent. No other client shares your exact circumstances, operational philosophies and needs. Therefore, it's extremely important that we provide a process which facilitates communication. We'll be asking questions, making suggestions, developing options, and analyzing the positives and negatives of any suggested concepts.

Workshop 3 – Site/ Floor Plan Options. The ESA/BKV team will analyze the site in depth, looking at zoning restrictions, utility access, general topography and stormwater issues, proper apparatus circulation, secure squad parking, etc. We will devote a significant amount of energy to exploring site circulation issues so that emergency vehicles can maneuver safely away from civilian traffic and pedestrians. Visibility for the general population is a priority, which requires careful wayfinding and an obvious public entry. Separate public and secure parking areas will be planned, and provisions made for emergency response in multiple directions. A plan for building expansion can be accommodated if required. Finally, the locations of utility access points will be reviewed and an estimate of costs to extend them to the building will be provided for the project budget.

Simultaneously, we will begin to arrange the programmed spaces into block diagrams. These preliminary floor plans will show all programmatic spaces, interior and exterior, on the site and adds walls and corridors to establish a conceptual plan that can be analyzed for appropriate security flows, internal response times, acoustic separations concerns, ease of distribution for MEP systems, optimal solar orientation, etc. We will explore and present a variety of ways to organize the building to make sure we are achieving the optimal design.

The ESA/BKV team will present multiple site/ floor plan options to the team, pointing out the strengths and weaknesses of each with regards to aesthetics, due diligence issues, functionality, constructability, sustainability, and financial feasibility. Each will be analyzed for how well they meet the overall project goals. Through discussions with the City, the options will be narrowed down to one or two to receive further development.

To narrow the exterior design options, the second portion of the Workshop will be a visioning exercise where we show photos of fire and police stations from around the country as a way to solicit information about what the client likes and dislikes from a stylistic perspective. In this way, we build a consensus design language that can serve as a starting point. We can then translate the visioning images into proposed concepts for the City to review. The final piece of this workshop will be a discussion of general construction types and how that impacts budget and long-term durability.

Workshop 4 – Revised Site/Floor Plans and Sustainability. We will make refinements to the plans to meet owner requests, and start exploring the building in three dimensions in accordance with the design language established by our visioning exercise. At this stage, we will show early versions of multiple exterior concepts, without detailed materials and windows.

Sustainability and energy savings is a core value of our project team, and we seek opportunities on each project to connect our values and expertise with each client's goals and objectives for performance, value, resilience, and well-being. We understand that sustainability encompasses a range of scales: from decisions about planning and infrastructure, to decisions about building reuse, adaptation, and construction, all the way to human scale and the impacts of indoor environmental quality markers like air quality, daylight, acoustics, and materials. We will use this workshop to engage your team about any sustainability commitments and values, and this project's specific opportunities.

Workshop 5 – Exterior Concepts and Systems. We will present updates to the site and floor plan options reviewed previously, and we will present exterior design concepts. As always, the City will be presented with multiple options and the design team will help to organize the discussion by pointing out the impacts to maintainability, constructability, sustainability, and financial feasibility.

We will use the second portion of this workshop to present initial options for each of the building systems. These options will include landscaping, mechanical systems, structural systems, electrical transformer and generator placement, etc. Each will be discussed with the full team, highlighting aesthetic, sustainability, functionality and economic implications. The options will, where appropriate, be presented in a good/ better/ best spectrum allowing the team to consider a range of costs and levels of quality. We will solicit feedback on specific systems requirements the City may have so that building systems types can be confirmed and defined within the project parameters. This will assist with providing a cost estimate at the end of the schematic design phase that is fully aligned with the project goals.

Workshop 6 – Exterior Concept Revisions and Interior Visioning. The ESA/BKV team will update the exterior concepts as requested to arrive at a final scheme, then discuss exterior finish samples with you. We will also begin looking at interior design inspiration by going through another visioning process focused on the character of interior space.

Our deliverables at the Schematic Design Phase will be a comprehensive package of SD drawings and complementary structural, mechanical, plumbing, electrical, and technology systems narratives that begin to define the overall project scope for an accurate cost estimate to be completed. The SD drawings will include floor plans, site plan, reflected ceiling plan, and conceptual renderings. Our team will provide a cost estimate or work with the Construction Manager to prepare a cost estimate to validate the project's scope is within the established budget. We will identify cost saving options as necessary.

Presentation to City Council. We will present the Schematic building concept, renderings, and associated project cost to the City Council, providing an overall update on the project.

DESIGN DEVELOPMENT

Design Development is a critical bridging phase between a project's early visioning and the completion of comprehensive contract documents. It incorporates a balance of focused design explorations and the development of documents which define initial expectations for the building's appearance, construction, and quality.

Workshop 7 – Site & Interiors. This workshop will entail discussion of site issues, covering utilities, stormwater management, paving, electric vehicle charging, flagpoles, plantings, lighting, signage, public amenities, gates, signalization, etc. The second portion of the workshop will cover initial design proposals for the interior spaces, with concepts for how to configure the casework, ceilings, decorative lighting, flooring, etc. with different materials. The ESA/BKV Team will use 3D views of the model to communicate the design ideas.

Workshop 8 – Mechanical and Plumbing Building Systems. The team will present discuss HVAC zoning, thermostat locations, temperature setpoints, plumbing fixtures, etc. Each will be discussed, highlighting sustainability, functionality, and economic implications. Facility maintenance personnel should be at the meeting to weigh in on City standards and provide feedback on maintainability.

Workshop 9 – Electrical and Telecom Building Systems. This workshop will focus on a discussion of topics like electrical outlet locations, lighting controls, lighting fixtures, fire station alerting systems, police interview recording systems, a/v systems, access control, cameras, etc. Each will be discussed, highlighting functional and economic implications. Ideally this workshop includes your IT staff to make sure the building complies with City standards, whether written or informal.

Workshop 10 – Interior Finishes and Equipment. We will use this workshop to finalize the interior casework and equipment, as well as to present physical samples of the options for interior finish materials to the owner's project team, allowing them the touch and feel the samples before making any final decisions.

Our deliverables at the Design Development Phase will be a comprehensive package of drawings and preliminary project manual (specifications) including all disciplines and consultants' work. Our team will provide a cost estimate or work with the Construction Manager to prepare a cost estimate to validate the project's scope is within the established budget. We will identify potential bid alternates to mitigate future risk at bid time.

CONSTRUCTION DOCUMENTS

The technical implementation of a client's design vision requires comprehensive construction documents that illustrate fully coordinated building systems and provide details that define expectations for construction quality. The documents will be subject to a rigorous quality assurance review prior to being issued for construction. This process is led by a senior team member unaffiliated with the project and offers an objective review for clarity, completeness, and coordination of the construction process.

Workshop 11 – Page Turn. We begin the CD phase with a page turn of the DD drawings with the City's team to confirm the design and documented information meets the goals and expectations of the project. Our goal is to make sure that when you move into your facility you are aware of the decisions that were made to get to this point and are happy with the results.

Workshop 12 – Door Hardware/Misc. The final workshop will focus on door hardware for the facility. It will also cover any miscellaneous outstanding issues as well as planning for the bidding phase.

Interim Deliverables. Midway through the Construction Documents phase, and again at 75% completion, the team will prepare a deliverables package for pricing.

Presentation to City Council. We will present a high-level summary of the final project design and cost to the City Council prior to bidding the project. Ideally, this is a collaborative presentation as a unified team involving the Construction Manager and City leadership. This presentation should also reiterate the comprehensive process up to this point, explain how the project goals were addressed, and project schedule.

Prior to the deliverables for bidding, the ESA/BKV Team will provide a detailed cost estimate, refined to reflect project development and definition of scope, including FFE and technology/security items. Any value engineering options or bid alternates will be identified within the cost estimate for review.

Our deliverables at the end of the Construction Document phase will be a bid-ready set of Contract Documents, inclusive of content from all disciplines to support the construction of the project in fulfillment of project requirements and expectations. These documents will identify furniture, fixtures, and equipment as appropriate for a turn-key project as part of the construction contracts.

BIDDING PHASE

The ESA/BKV Team will assist the City during the bid process by participating in a pre-bid meeting and site walkthrough, answering contractor questions, reviewing substitution requests, and preparing Addenda. Esterly, Schneider & Associates will attend the bid opening and help the City evaluate the bids.

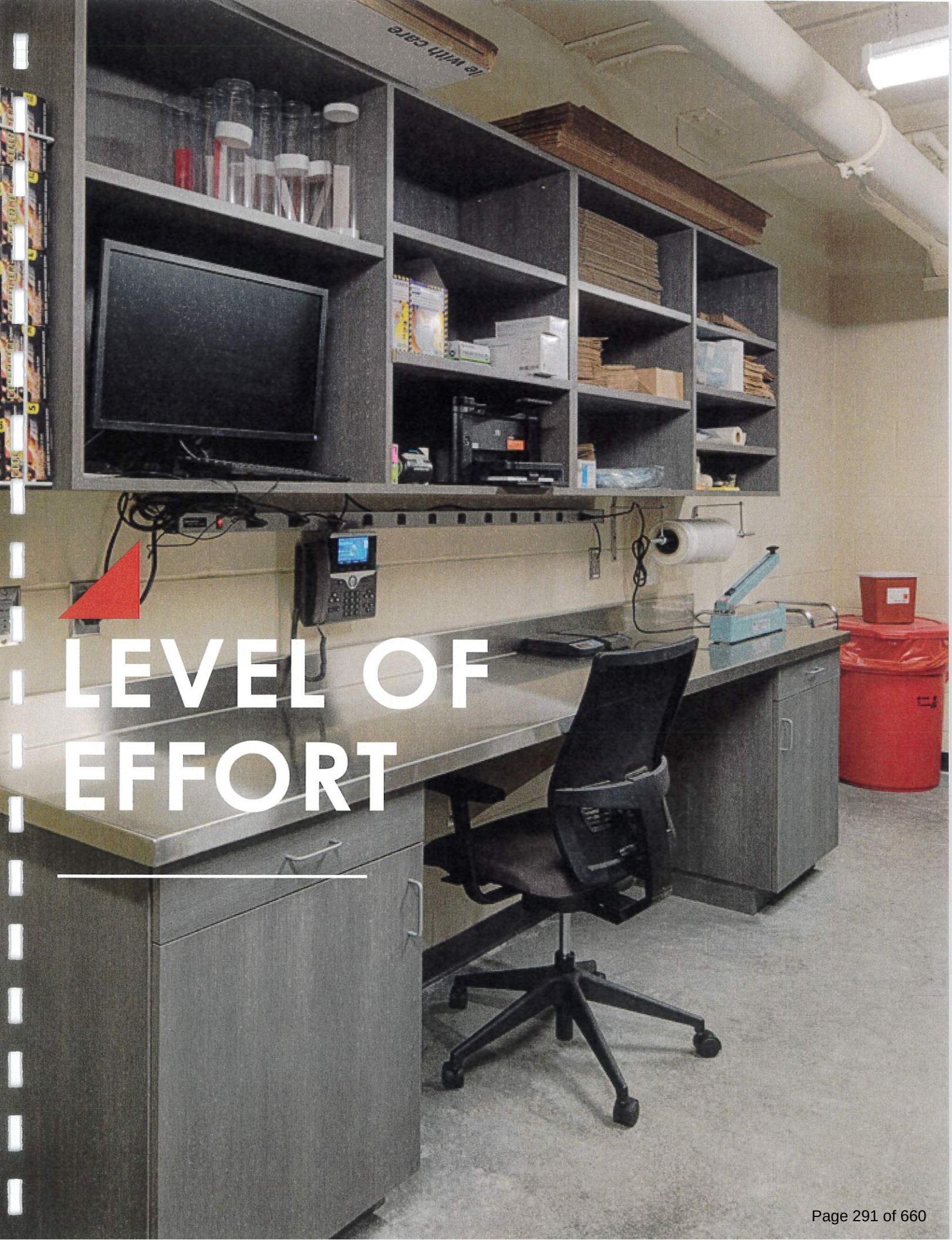
CONSTRUCTION ADMINISTRATION

During construction, Esterly, Schneider & Associates will conduct regular site observations and prepare field reports documenting the progress and any issues that arise. We take our responsibility to represent the City throughout the construction phase very seriously, and we will be prompt in notifying the contractor of anything that does not match the design intent. This can only be done by an experienced architect with deep familiarity with the project. All the sub-consulting designers and engineers will attend site meetings at key milestones. Our team will diligently review the schedule at each meeting to head-off any issues before they compound into delayed occupancy.

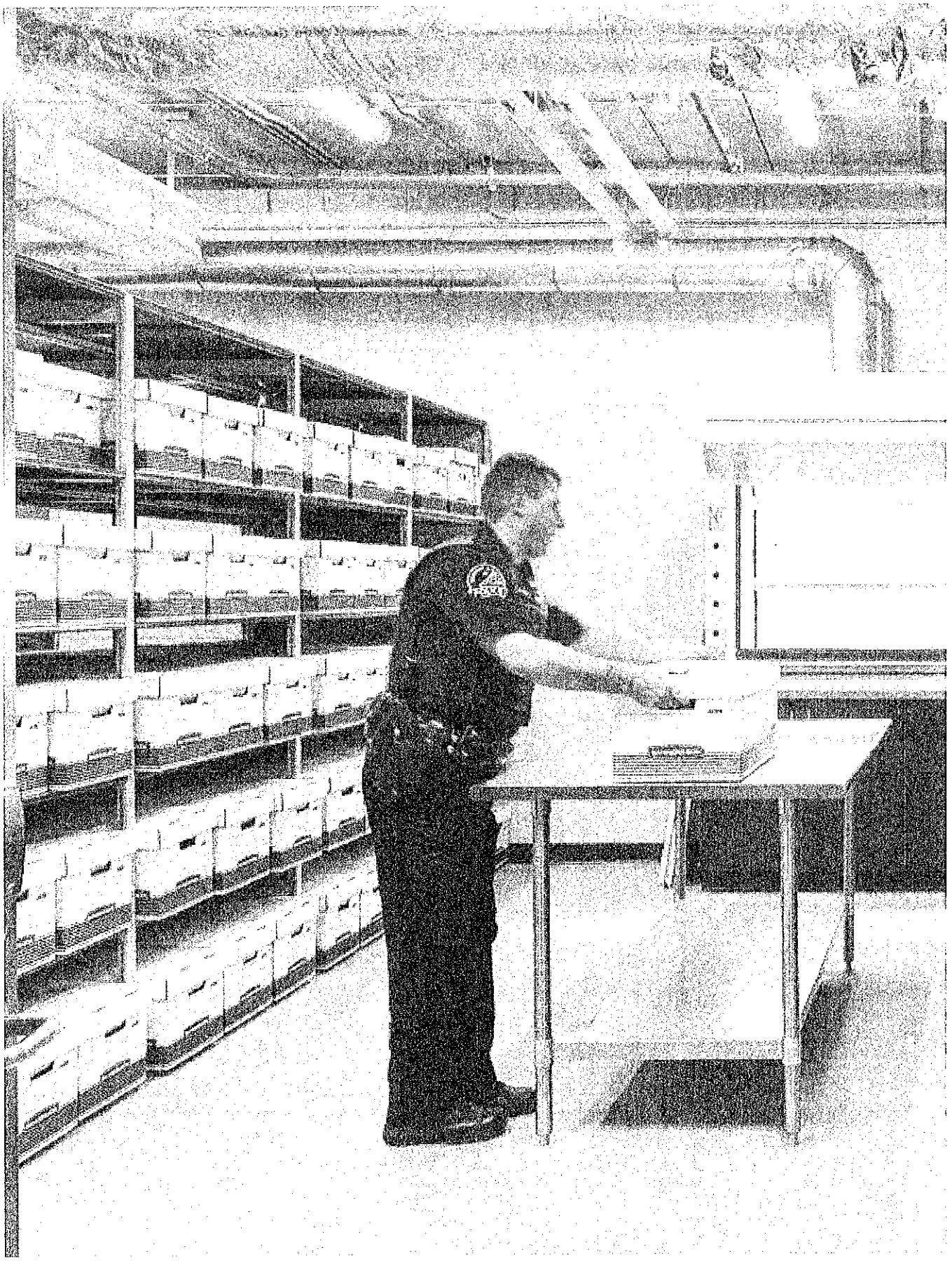
The full design team will be available for ongoing communications and will participate in the review of submittals, substitution requests, and RFI's in a timely manner. We will review pay applications and lien waivers to make sure that the project is moving forward at the same rate that the money is being dispersed. Our Team will review any Change Order Requests to verify reasonable costs and will prepare Change Orders for the owner's signature. Above-ceiling MEP punch lists, substantial completion, and final completion reviews will be conducted by key team members from each discipline.

Project close-out tasks will be completed with the same aggressive dedication to schedule and client service that the rest of the project receives. We will help coordinate furniture installation, owner move-in, project photography, and a grand opening event. We will review the warranty and maintenance submittals from the contractor and the contractor's marked set for completeness. We will prepare a Record Set transmit it in CAD and PDF formats. We will conduct an 11-month warranty walkthrough.

When the City of Neosho has taken occupancy, we are confident that our Team's research-intensive and workshop-based approach will have resulted in a project that is fun and rewarding for all team members and a station that the citizens of Neosho will be excited to call their own.



LEVEL OF EFFORT



CONFLICT OF INTEREST

CONFLICT OF INTEREST

Esterly, Schneider and our consultants, as submitted in this qualifications statement, do not have a conflict of interest regarding this project.

ESTERLY SCHNEIDER & ASSOCIATES, INC.
AIA architects & planners

CONTACT:

TIMOTHY GUILLOT, AIA, PARTNER
ESTERLY, SCHNEIDER & ASSOCIATES, INC.
417.862.0558
TIM@ESTERLYSCHNEIDER.COM

We are the fire department, we don't build buildings. We have some ideas, but we don't even know what is available. The nice thing about the process that we had with BKV Group was our ability to describe outcomes that we were looking for and then the expertise from BKV Group that provided us this wonderful building.

ERIC KERSKA
Fire Chief of Rochester
City of Rochester, MN
Rochester Fire Station #2

Professionals at Esterly Schneider & Associates roll up their sleeves, design and build projects as though they were their own. When working alongside clients who bring their own staff expertise to the table, Esterly Schneider is quick to embrace the value of that resource, weaving it into their project development process. They approach their business as a partner to the client, working to achieve maximum value on every project, big or small.

CHRIS HALLER,
Former Manager Design and Construction
City Utilities of Springfield

Through all of the projects, I must say that BKV Group stands out by having demonstrated their professional approach and showing flexibility to adjust the project schedule and program changes in support of our goals.

ED BASS
Senior Project Manager
Henrico County: Short Pump firehouse 19

BKV Group finished up Fire Station #2 in Rochester, MN. It was a very challenging project with site issues and property acquisition issues. We had a tight budget and they were able to bring it in on time and on budget. [BKV Group] was just fantastic on how they collaborated with the department and my fire group. I was so impressed with the project that when I retired from the Rochester Fire Department, I went to go work for BKV Group.

GREG "G.K" MARTIN
Fire Service Operations Expert
Retired Fire Chief of Rochester
City of Rochester, MN
Rochester Fire Station #2

ESTERLY, SCHNEIDER & ASSOCIATES, INC., AIA
1736 East Sunshine
Suite 417
Springfield, MO, 65804
P 417.862.0558

Neosho Public Safety

Statement of Qualifications

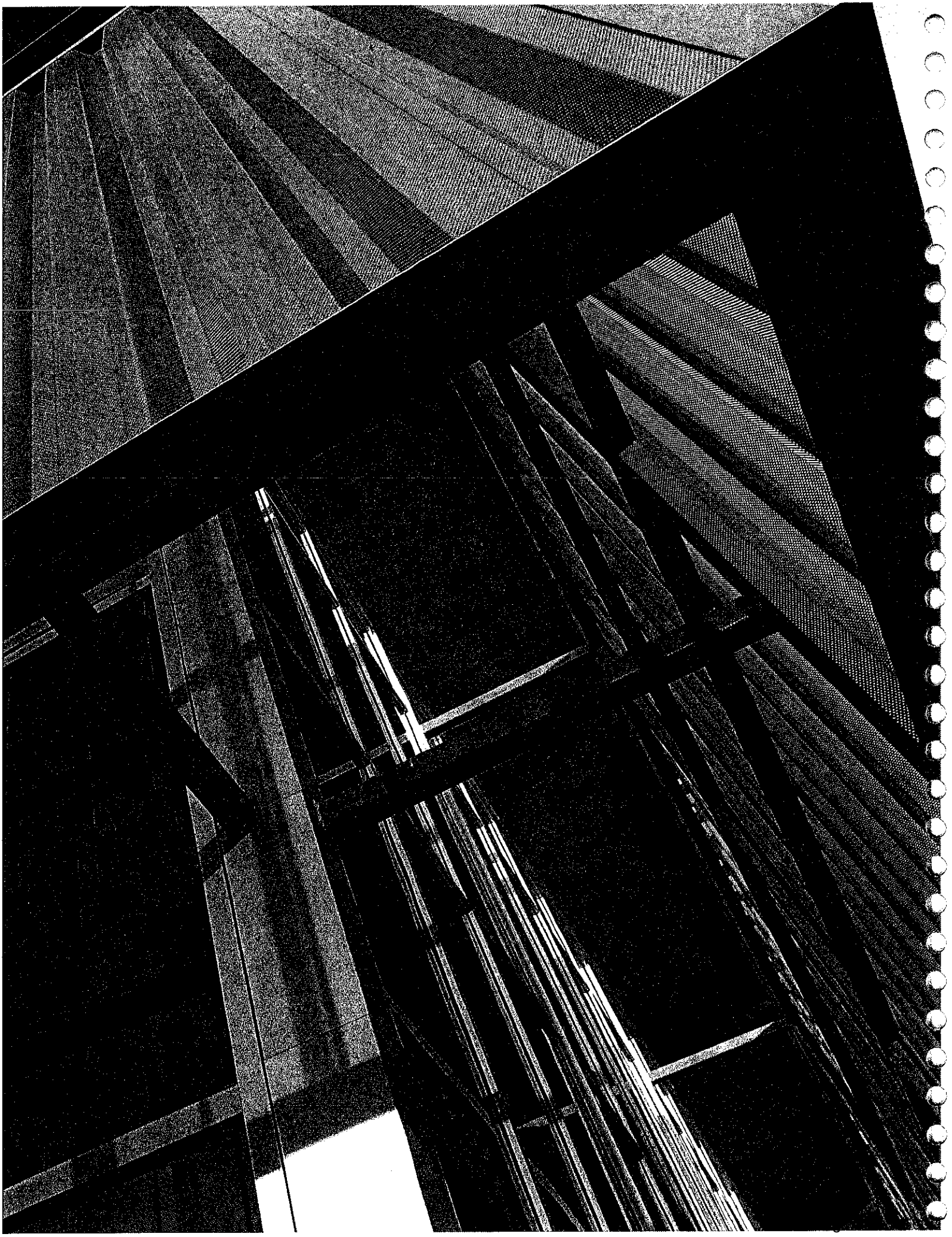
HDESIGNGROUP

5039 S National Ave
Springfield, MO 65810

CONTACT:

Todd Bolin, Senior Principal
todd@hdesigngroup.com
ph 417.887.6595 | cell 417.880.0352

APRIL 26, 2024



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1 transmittal letter

April 26, 2024 | 3:00 p.m.

City of Neosho City Clerk's Office
Attn: David Kennedy, City Manager
203 East Main
Neosho, MO 64850

RE: Neosho Public Safety Center RFQ

hdesigngroup (in association with Miller Engineering,True Engineering, and Olsson) is pleased to present our response to your Request for Qualifications regarding our services for your new Public Safety Center. We hope that this Statement of Qualifications will give you a sense not only of what we can do, but also what it means to work with us. We are proud of the positive relationships we have established over the years through an approach which is built on inclusion and collaboration.

Within the submitted package you will find examples of work showcasing our team's talents, extensive experience, solid client relationships, and projects of varying purpose, scope, and size/cost. Notably, our team has recently constructed a fire station in Branson West for the Southern Stone County Fire Protection District. We feel the credentials presented demonstrate the solid foundation upon which the City of Neosho can rest its full confidence.

We have thoroughly reviewed the City's request for qualification which has provided us with a clear understanding of the needs of the Fire and Police Departments. We will use the information in your request, along with information we gather from you during the planning process and our familiarity with the needs of Public Safety organizations as a whole to create spaces that will serve you now and for years to come. If the City decides to hire a Construction Manager at Risk, we will use our experience with this method to assist you with hiring the right candidate for you.

Our proven commitment to community betterment, our passion to create projects with viable, dynamic, and functional spaces, and our enthusiastic, perfectionist attitude make our team ideal for partnership with yours on this important project.

Please feel free to call me personally, either at our office (417-887-6595) or on my cell phone (417-880-0352).

Respectfully Submitted,

B. Todd Bolin, AIA, NCARB
hdesigngroup
5039 S. National Ave.
Springfield, MO 65810
Hours of Operation:
Mon-Thursday 7AM-6PM
Friday 7AM - Noon

2 firm experience & references

2 firm experience

hdesigngroup was established in 2000 on the conviction that the people we work with should be much more than just our clients—they should be partners with whom we share goals, challenges, and ideas. This principle has shaped our firm's dynamics both inside and outside the office ever since.

We don't have clients. We have relationships.

Inside **hdesigngroup**, this means every voice is heard, and titles and roles are less important than finding what is best for the project. For our collaborative partners outside the firm, this means commitment, communication, loyalty, and a determination to bring extraordinary visions to life.

Whether the projects are residential, commercial, industrial, educational, or retail, **hdesigngroup** has a strong history of searching out new technologies, sustainable design, innovative site planning, and opportunities to elevate owners' brands—especially here at home and throughout Missouri.

These attitudes help deliver something far beyond the usual designer-client interaction. Together, we create spaces where communities can live, learn, work, and play.

Key **hdesigngroup** team members for this project will be Todd Bolin, Bryon Oster, and Kate Whitaker. See section 3 (Project Team) for more information about their individual qualifications and experience.

Staff Availability

hdesigngroup has 19 employees on staff including seven licensed architects. All staff members assigned to this project are immediately available to begin working.

licensed architects	**7**
architectural designers	**10**
administrative staff	**2**

Stone County Fire Station #2

Branson West, Missouri

SSCFPD Station #2 is an addition on to the existing emergency response workshop and includes four vehicle bays, four bunks, a kitchen, a workshop, a training room, a laundry facility, and an exercise room.

The facility includes a decontamination room which allows the separation of the contaminated zone to pass through before entering the living corridors. A second floor has been added for future expansion and access to a training window that leads down to the bays. This is for wall/window repels and other training tactics that may be required.

LOCATION:
Branson West, MO

CONSTRUCTION COST:
$1.8M

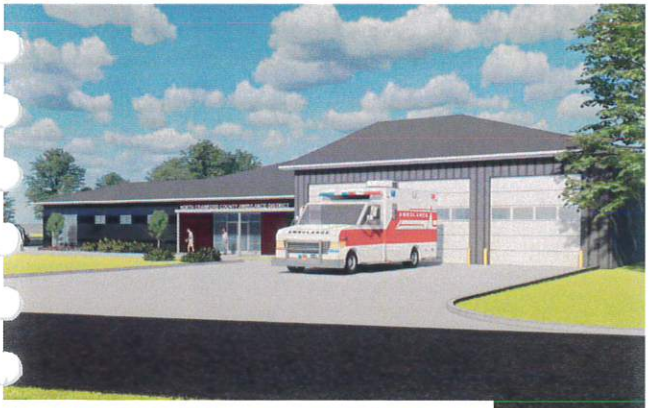
COMPLETION DATE:
2022

TEAM MEMBERS:
Todd Bolin, AIA, NCARB
Kate Whitaker, AIA

PROJECT SIZE:
14,350 sq. ft. added

Ambulance & Administration Building

North Crawford County, Missouri



Crawford County, Missouri's Ambulance Facility in Cuba is a 10,000 square foot building. In response to the district's many needs, the facility was designed to house five bays for ambulance parking and a service garage, as well an office, conference and training rooms, and bunking and living areas. The project completed construction in 2011.

LOCATION:
Cuba, MO

CONSTRUCTION COST:
$963K

COMPLETION DATE:
2011

TEAM MEMBERS:
Todd Bolin, AIA, NCARB

PROJECT SIZE:
10,000 sq. ft.

Stone County Health Department

Reeds Spring, Missouri

The 10,000 sq ft building will be the new home of the Stone County Health Department. The facility will house three departments: WIC, Clinical, and Environmental. Community members will be greeted in an ample check-in area to support the Department's goals of creating a comfortable and welcoming atmosphere for users to receive information and wait for services. A community room and kitchen will also be available for use by employees and the public.

LOCATION:
Reeds Spring, MO

PROJECT SIZE:
9,800 sq. ft.

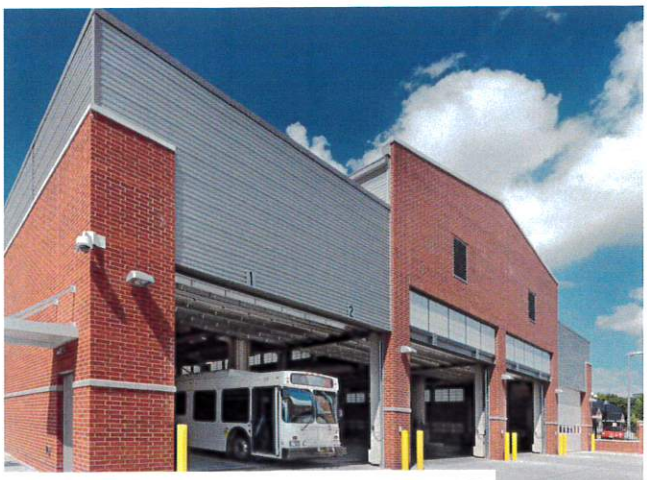
CONSTRUCTION COST:
$3.7M

TEAM MEMBERS:
Todd Bolin, AIA, NCARB
Kate Whitaker, AIA

COMPLETION DATE:
2024

City Utilities Maintenance Facility

Springfield, Missouri



City Utilities of Springfield needed to expand and implement a long-term acquisition of a larger fleet of vehicles including public buses. This required expansion of a 100-year-old historic building into a modernized campus. The overall goal of the project was to bring the daily functions of CU's bus transit system under one roof. This included fueling, fare retrieval, interior cleaning, bus queuing, bus storage, and bus maintenance. We approached the project utilizing an interactive planning and design process. The upgrades provide secure, climate-controlled storage and maintenance for the fleet of over 40 vehicles and provides solutions to several previous safety concerns. After months of working with the various departments and the end-users of the facility, we proceeded with full construction documents, specifications, cost allocation plans, final budget, FTA Energy Assessment Documents and a detailed work-around plan.

LOCATION:
Springfield, MO

CONSTRUCTION COST:
$7.3M

COMPLETION DATE:
2014

TEAM MEMBERS:
Brent Stevens, AIA, NCARB

PROJECT SIZE:
34,900 sq. ft.

References

Our design team is fortunate to have a strong list of references. We are confident in our services and encourage the appropriate reviewers of this submittal to call our past and current contacts for a reliable assessment of our work ethic, capabilities, and level of professionalism.

SOUTHERN STONE COUNTY FIRE PROTECTION DISTRICT
Keith Wolven
Fire Chief
10965 E. State Highway 76
Branson West, MO 65737
keithwolven@sscfpd.org
417.272.1510

COXHEALTH SYSTEMS
Rodney Schaffer
VP Facilities Management, VP Staff
3801 S. National Ave.
Springfield, MO 65807
rodney.schaffer@coxhealth.com
417.269.7585

CITY UTILITIES OF SPRINGFIELD MAINTENANCE FACILITY
Chris Haller
Manager, Facilities Department
PO Box 551
Springfield, MO 65801
chris.haller@cityutilities.net
417.831.8408

WENTZVILLE PUBLIC WORKS FACILITY
Devon Dezort, PE
Senior Civil Engineer
1001 Schroeder Creek Blvd.
Wentzville, MO 63385
devon.dezort@wentzvillemo.gov
636.639.2054

O'FALLON PUBLIC WORKS FACILITY
Chris Clercx
Project Manager
100 North Main St.
O'Fallon, MO 65366
cclercx@ofallon.mo.us
636.379.5590

STONE COUNTY HEALTH DEPARTMENT
Pam Burnett
Director
109 E. 4th St.
Galena, MO 65656
pam.burnett@lpha.mo.gov
417.357.6134

3 project team

B. Todd Bolin AIA

Senior Principal/Architect

FIRM:
hdesigngroup

YEARS EXPERIENCE: **31**

EDUCATION:
Bachelor of Architecture
University of Kansas

Bachelor of Science | Design/Drafting
Missouri State University

REGISTRATION:
Missouri, Arkansas, Nebraska, Tennessee

AFFILIATIONS:
American Institute of Architects
National Council of Architectural Registration Boards

Todd brings more than 30 years of experience into the architectural department, including a number of high-visibility projects throughout the Midwest. As a Principal of **hdesigngroup**, he manages a wide variety of projects with the expertise to assist collaborative partners through the multitude of steps involved in the programming and building process. Todd's strong construction background and technical skills, along with his experience working with most of the major contractors in Missouri, Arkansas, and Oklahoma, ensures projects are designed with the most current construction materials and methods. He has earned national recognition for his knowledge in attaining LEED certification and applying LEED principles.

Todd's practical experience helps project owners realize shorter construction schedules and minimize costs.

RELATABLE/NOTABLE EXPERIENCE	
Stone County Fire Station #2	Branson West, MO
Stone County Health Department	Reeds Spring, MO
Wildwood Plaza Retail Center	Republic, MO
Flat Creek Restaurant	Republic, MO
Flat Creek Restaurant	Webb City, MO
Flat Creek Restaurant	Bolivar, MO
O'Reilly Family Event Center	Springfield, MO
Discovery Center	Springfield, MO
Springfield-Greene County Botanical Center	Springfield, MO
Republic High School Activity Facility	Republic, MO
Republic Intermediate School	Republic, MO
Republic Schools Food Storage Facility	Republic, MO
Price Elementary Classroom Renovations	Republic, MO
Springfield Public Schools Renovations	Springfield, MO
Blue Eye Fire Station	Blue Eye, MO
Ash Grove Fire Station (currently designing 5-bay station)	Ash Grove, MO
Marriott Element	Springfield, MO
Marriott Element	Branson, MO
Home2Suites	Columbia, MO
Tru Hotel	Joplin, MO

Bryon Oster AAIA

Principal/Project Manager

FIRM:
hdesigngroup

YEARS EXPERIENCE: **14**

YEARS WITH FIRM: **13**

EDUCATION:
Bachelor of Architecture
Drury University

AFFILIATIONS:
American Institute of Architects

LEED AP BD+C

Bryon Oster graduated from Drury University and became a Leed Accredited Professional with a specialty in Building Design and Construction in 2008. He later joined **hdesigngroup** in 2011 and became a firm associate in 2015. Bryon has been a key player in our firm's work in the civic and industrial sectors and was recently promoted to Principal.

Bryon has also worked on several LEED Certified projects in several different sectors including schools, hotels, community buildings, and office buildings. His experience and training make him an expert on projects using sustainable materials.

RELATABLE/NOTABLE EXPERIENCE

O'Fallon Public Works Facility	O'Fallon, MO
Wentzville Public Works Facility	Wentzville, MO
St. Charles Public Works Facility	St. Charles, MO
Boonville Maintenance Campus	Springfield, MO
St. Charles PW Wash & Fleet Storage	St. Charles, MO
Camp Barnabas Dining Facility	Purdy, MO
Battery Outfitters	Cottleville, MO
Elevate Dental	Springfield, MO
Elliott Robinson Office	Springfield, MO
Springfield-Greene County Botanical Center	Springfield, MO
Fieldhouse Sports Complex	Springfield, MO
Iron Grain Retail District	Republic, MO
Multipli Credit Union	Springfield, MO
CoxHealth	
CoxHealth Clinic Sunshine	Springfield, MO
CoxHealth Clinic Battlefield & 65	Springfield, MO
CoxHealth Clinic Ozark	Ozark, MO
CoxHealth Clinic Nixa	Nixa, MO
CoxHealth Clinic Branson	Branson,MO
CoxHealth Clinic Republic	Republic, MO
Cox Parking Garage	Springfield, MO
CoxHealth Mammography Renovation	Springfield, MO
Guaranty Bank Remodel	Joplin, MO
Pinnacle Sign Remodel	Springfield, MO

Kate Whitaker AIA

Associate/Architect

FIRM:
hdesigngroup

YEARS EXPERIENCE: **5**

YEARS WITH FIRM: **5**

EDUCATION:
Bachelor of Architecture
Southern Illinois University

Masters of Architecture
University of Memphis

REGISTRATION:
Missouri

AFFILIATIONS:
American Institute of Architects

Kate has been a valued member of the **hdesigngroup** team since joining us in mid-2019. From the start, she has been dedicated to her own professional goals and those of our firm and our clients. She was recently promoted to Associate. She is committed to creating relationships with clients and working with them through the entire process of designing and building their perfect space.

Engaging in meaningful, mutual communication with clients, Kate aspires to understand their needs and desires for the spaces they are creating. This understanding makes her a capable partner in generating and executing designs that are both functional and aesthetically pleasing. Her goal is to provide practical spaces with a thoughtful design touch. Kate enjoys applying these skills to a variety of projects, which has given her diverse experience and has taught her to adapt to varying needs and present fresh ideas.

RELATABLE/NOTABLE EXPERIENCE	
Wentzville Public Works	Wentzville, MO
O'Fallon Public Works	O'Fallon, MO
CoxHealth Clinics	Various Locations
The Crescent Apartments	Springfield, MO
Stone County Health Department	Reeds Spring, MO
Stone County Fire Station #2	Branson West, MO
Hill City Church	Springfield, MO
Camp Barnabas Dining Hall + Masterplan	Purdy, MO
Iron Grain Multifamily	Republic, MO
Iron Grain Townhomes	Republic, MO
Hart Eye Clinic	Republic, MO
Excel Dental Infill	Ozark, MO
Guaranty Bank Infill	Springfield, MO
Guy Fieri Restaurant	Branson, MO
Stone Creek Apartments	Republic, MO
GDL Apartments Development	Springfield, MO
Drury Multi Family Concept	Cape Girardeau, MO
Flat Creek Restaurant	Bolivar, MO
Flat Creek Restaurant	Webb City, MO
Republic Intermediate School	Republic, MO

Olsson

Civil Engineer

olsson

Ricky Haase, PE
engineer of record

YRS. EXPERIENCE: **10**

Jane Earnhart, PLA, ASLA, LEED® GA
landscape architect

YRS. EXPERIENCE: **38**

Rod Neff, PLS
land surveying manager

YRS. EXPERIENCE: **36**

Nick Calton
construction observation

YRS. EXPERIENCE: **14**

James Landrum, PE
lead engineer | geotechnical

YRS. EXPERIENCE: **30**

We are Olsson, a nationally recognized, employee-owned engineering and design firm with a rich history of success. Though our philosophy hasn't changed since John E. Olsson opened our doors in 1956, we have certainly evolved, adding dozens of offices and employees across 10-plus states and remote locations. We have 2,000 professionals firmwide offering a comprehensive list of services involving planning and design, engineering, field services, environmental, and technology. We're here to improve communities by making them more sustainable, better connected, and more efficient. In 2023, we achieved the ranking of 73 of Top 100 Engineering Firms status on *Engineering News-Record's* top 500 Design Firms national list, proving that tenacity, teamwork, and a philanthropic mindset is indeed a winning combination.

RELATABLE/NOTABLE EXPERIENCE	
Greene County Public Safety Coordination Center	Springfield, MO
Lebanon Public Safety Center	Lebanon, MO
Fire Station #3	Lebanon, MO
Lawrence County Law Enforcement Center	Mount Vernon, MO
Fayetteville Police Headquarters	Fayettville, AR
Christian County Missouri Justice Center Expansion	Christian County, MO
Fire Station #2	Fayettville, AR
Fire Station #8	Fayetteville, AR
Fire Station #9	Fayetteville, AR
Taney County Ambulance District Station	Taney County, MO
Taney County Ambulance Barn	Taney County, MO
Joplin Public Safety Training Facility	Joplin, MO
Fire & Police Stations	Springfield, MO
Republic Police Station	Republic, MO
Rogersville Fire Station	Rogersville, MO
Multiple Fire Stations	Joplin, MO
Police & Fire Station	Aurora, MO
Fire Station #2	West Plains, MO
Youth Detention Facility	Cabool, MO
Youth Detention Facility	New Madrid, MO

True Engineering Group

MEP Engineer

Jacob Nelson, PE
principal

YRS. EXPERIENCE: **19**

Alex Holterman, RCDD
project manager

YRS. EXPERIENCE: **8**

Jon Kamies, PE
Project Manager

YRS. EXPERIENCE: **5**

Kelly Cook
commissioning agent

YRS. EXPERIENCE: **32**

True Engineering Group focuses on three core competencies: mechanical, electrical, and plumbing engineering. We offer a full range of services to architects, facility owners, and contractors alike. True Engineering Group's services include design engineering, building information modeling, lifecycle analysis, energy modeling, MEP forensic assessments, commissioning, construction administration, and 3D laser scanning. True Engineering Group provides support and service for all projects ranging from new construction to remodeling and equipment replacements. Further, True Engineering Group offers services for all stages of the facility life cycle from master planning and construction to management and replacement.

The team at True Engineering Group is passionate about designing engineered systems and lasting solutions with the facility owners' long-term use in mind. Community-based projects are at the heart of True Engineering Group. While experienced in commercial projects, we proudly specialize in community projects including schools, higher education, libraries, and municipal facilities. Our passion for lasting solutions and providing services throughout the facility lifecycle align with the needs of community facilities that will stand for decades to come. Countless communities have entrusted the True Engineering Group team including Mid-Continent Public Library, Springfield Public Schools, Christian County Library, and Republic School District. True Engineering Group views each project as both an honor and duty to the community at large.

RELATABLE/NOTABLE EXPERIENCE	
Stone County Fire Station #2	Branson West, MO
Republic High School Activity Facility	Republic, MO
Christian County Library Center	Clever, MO
Christian County Library Center	Sparta, MO
Early Childhood & Schofield Gym	Republic, MO
Aetos Performing Arts Center	Nixa, MO
Reeds Spring Primary School Renovation	Reeds Spring, MO
Liberty Library Branch	Liberty, MO
Fields Elementary HVAC Upgrades	Springfield, MO
Colbern Road Library Branch	Lee's Summit, MO
Barry County Courthouse HVAC Replacement	Cassville, MO

Miller Engineering

Structural Engineer

MILLER ENGINEERING

James Ouellette, PE
principal engineer

YRS. EXPERIENCE: **21**

Michael Smith, EI
structural engineer

YRS. EXPERIENCE: **6**

Brett Garrett
bim/production manager

YRS. EXPERIENCE: **20+**

In January 2004, Travis Miller, PE, started Miller Engineering, as a local, family-owned, and operated structural and civil engineering firm. Boasting 16 years of immersive experience in the construction industry, Mr. Miller brings to the table an unwavering passion for the construction economy, meticulous constructibility, and precise scheduling.

The firm has grown to 3 departments: structural design, forensic engineering, and building enclosure consulting, evolving into a prominent force in the engineering landscape. From our roots in southwest Missouri, we have expanded our reach across diverse regions, demonstrating our commitment to excellence in every project we undertake. This journey of growth is a testament to our dedication, innovation, and the trust our clients place in us. We stay at the forefront of technological advancements and industry trends and maintain core values of integrity, collaboration, and client satisfaction. We look forward to the exciting challenges and possibilities that lie ahead as we chart the course for sustained growth and success.

A fervent passion for structural engineering projects and our clients is the driving force behind our commitment at Miller Engineering. When you work with us we consider ourselves to be part of your design team. We go the extra mile to answer questions in a timely and professional manner to limit costly job-site downtime. Our passion lies in the seamless integration of aesthetics and functionality, ensuring that each structure not only meets industry standards but also exceeds the unique aspirations of our clients. Our journey is fueled by a profound commitment to local excellence and a resolute dedication to transforming visionary ideas into tangible, enduring structures. At Miller Engineering, we don't just complete projects; we forge lasting partnerships built on trust, reliability, and a shared commitment to excellence. Your project deserves the attention and dedication that defines our approach, and we are eager to bring our expertise to your endeavor.

RELATABLE/NOTABLE EXPERIENCE	
Ebenezer Fire Protection District	Ebenezer, MO
Caulfield Fire Department	Caulfield, MO
Mt. Vernon Fire Department	Mt. Vernon, MO
Butler Fire Department	Butler, MO
Sparta Fire Station #1	Sparta, MO
Paragould Emergency Services & Storm Shelter	Paragould, AR
West Plains Fire Station #1	West Plains, MO
West Plains Fire Station #2	West Plains, MO
West Plains Police Station	West Plains, MO
Lebanon Police & Fire Station	Lebanon, MO
Southside Police & Fire Station	Springfield, MO

4 approach, schedule & conflicts of interest

Experience Working with CMaR/ Selection Strategy

Our team has experience with several CMaR agencies. The CMaR process provides the design team the ability to review the project from a constructibility and cost perspective prior to the drawings being on the street for bidding. In addition to the ability to collaborate prior to bid, the CMaR agent provides a better understanding of the bid packages required for successful completion of the project and can tailor each bid package to maximize efficiency and provide more qualified bidders on the project. The end-result is that most of the constructibility questions can be answered prior to construction, allowing the entire team to work together more cohesively to provide a successfully built project.

Because of our experience working with CMaR agencies, should the City decide to hire a CMar, we are well-suited to direct the selection process. We know what to look for in quality candidates and be happy to assist you in the interviewing process and evaluation, including helping to create a rubric that will facilitate the selection of the CMar best-suited to your particular needs.

The Design Process

For our team, design is a collaborative process of discovery. Our solutions are not forced, prepackaged, or created in a vacuum. *Together* we will understand the full situation and needs of the project and troubleshoot any issues or concerns that may arise. *Together* we will create a design ideally suited for your circumstances and aspirations.

We cannot accomplish this all *together* if we are not meeting as a team. Typically, projects can be successfully designed by meeting four or five times with the Owner, then communicating via phone and email in between meetings. However, we do not limit our project partners to a set number of meetings. Our design fee includes meeting with you as often as necessary to ensure you to feel comfortable with the progress of your project. Alterations to that fee will only be made if the scope of the work changes or if reimbursable expenses such as mileage, printing, or permits are incurred.

Below is an overview of our approach to the design process and the average length of time each phase takes. Our phases and deadlines can and will be adjusted to fit the needs of each project. Construction timelines will vary based upon pricing and availability of materials, season/ weather, the schedule of the contractor(s), and, of course, the needs of the Owner.

- Schematic Design Phase: (30% complete set of drawings/specifications) – 4 weeks
  - Interview key personnel from the City of Neosho to assess needs.
  - Analyze site and provide engineering and architectural advice regarding land conditions and functionality.
  - Evaluate sustainability in all areas, including environmental impact and costs.
  - Provide for Owner's review, input, and approval an overall building and code analysis including:
  - Accessibility and Building Code Review
  - Generation of preliminary site plan, overall floor plans, exterior elevations, and schematic sections
  - This set of drawings can be utilized for preliminary bidding/ appraisal and will be submitted for the City's pre-application review.
  - Help establish a budget and timeline suitable to the Scope of Work and Design Concept.

- Design Development Phase: (60% complete set of drawings/specifications) – 6 weeks
  - Make any necessary adjustments to design and schedule as required following the review process with the client.
  - Develop a set of drawings and documents that further define the size, facility's structure, Site Design & landscaping, materials, finishes, and other elements of the building.

- Construction Document Phase: (100% complete set of drawings/specifications) – 6 weeks
  - Prepare architectural Construction Documents suitable for permitting, bidding, and construction.
  - All drawings prepared will adhere to the requirements of the local governing codes and regulations.

- Bidding & Permitting/Negotiation Phase: 2-4 weeks
  - Execute submittal and administration of final construction documents and applications to governing authority for

permitting and to general contractors for bidding.

- Provide formalized supporting Addenda as necessary to clarify or amend Construction Documents.

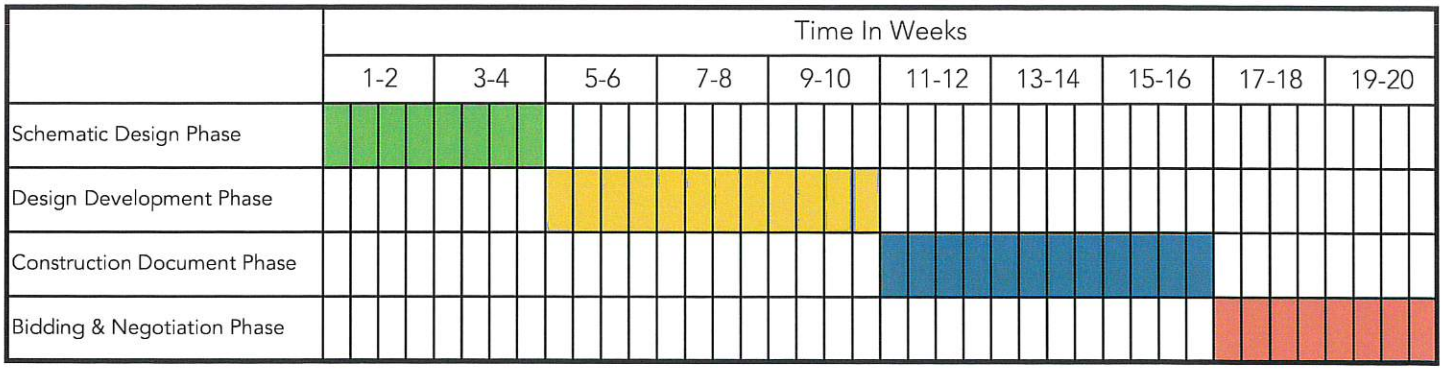
- Construction Administration Phase
  - Visit the site at intervals appropriate to the Stage of Work in Construction in order to observe the progress and quality of the work completed by the Contractor.
  - Based on this general observation, the Architect shall keep the Owner informed regarding the progress and quality of work and shall endeavor to guard the Owner against deficiencies in the work.
  - Answer Contractor questions and prepare supporting formalized documentation as necessary.
  - Review of Shop Drawing Submittals.
  - Conduct formal inspections to determine dates of Substantial Completion and Final Completion.

Schedule

See below for a Gantt chart outlining our proposed schedule for your project. Time needed for Construction Admin will be dependent on final design, as well as many other factors.

Quality Assurance / Quality Control

As a team, our enthusiasm for the work and for the relationships we build is the basis for our passion about architecture and quality design. We strive to make this experience of design and construction parallel and harmonious to one another in which the client's needs / wants / and expectations are exceeded.



At hdesigngroup, we have a formalized and intensive QA/QC procedure that is mandated for every project within a strict and predetermined project schedule to ensure a high level of accuracy and coordination throughout the entire process. Our design team and consultants operate under a progressive, online checklist to guarantee that all items are fully vetted and implemented at each phase of the project. This checklist has been developed using our 24 years of experience in the industry and is frequently updated as new coordination issues are encountered. This means that every set of drawings we produce are continually capturing enhanced detailing requirements. Additionally, at each step, drawing integrity is further safeguarded through supervision and review by a licensed Project Architect. At no time will drawings within the various stages of design be formally issued without having gone through our QA/QC review process.

The key to having a proven QA/QC process is to build into the project schedule the appropriate amount of time for review. These reviews are performed through an online Bluebeam session where the entire team can collaboratively coordinate in real time. It has been our experience that this process has vetted out all significant mistakes....thus saving the client money.

Good communication requires a regimented organizational structure from the beginning of the project. All correspondence from the Design Team to the Client (and vice versa), needs to flow through a single point of contact. Quicker communication amongst project partners is typically achieved with digital correspondence, so we practice "paperless communication" to the greatest extent possible (which also coincides with our in-house sustainability philosophy).

We believe that the construction process is no less significant than the design of the facility itself. Our project team has a vast amount of experience with all types of Construction Format Scenarios and on-time delivery of supplemental drawings/clarifications within various construction stages resonate throughout the entire design team. We believe in close communication, oversight, and timeliness during

construction. We fully understand that "time is money", and we will not be a hold-up to the project during critical times of construction. Time sensitive matters such as submittals and change orders are handled quickly and efficiently. Your Project Manager and members of the Design Team will consistently visit the site throughout building construction and handle any issues that should arise. It is our job during construction to truly support the process and not be a hindrance. In our experience, problems are avoided with clear communication and timely responses.

Conflicts of Interest

hdesigngroup has no conflicts of interest with this projects. Should any conflict arise, we will inform the City of Neosho immediately.

Kimberling City Fire Station Training Room

Why hdesigngroup?

If given the opportunity to partner with the City of Neosho, we will go above and beyond to show you how serious we are. Like any of our relationships and opportunities, we never take one for granted.

Our philosophy is simple...

"We don't have Clients. We have Relationships."

A client is someone who receives a service. The people we work with are collaborative partners with whom we share goals, concerns, and ideas - and with whom we eventually bring designs to fruition. Basically, if you work with us, we'll treat you like a colleague, not a client.

The team of **hdesigngroup**, Olsson, True Engineering, and Miller Engineering is made up of highly talented individuals who display perfectionist attitudes and most importantly have passion and pride in the work they create. Because of these dynamics alone, you will have our attention and are assured that our efforts will be beyond your expectations.

Kimberling City Fire Station Living Area

Contact:
Larry Perkin, AIA
Principal in Charge
5201 W. Village Parkway, Suite 300
Rogers, AR 72758
mobile: 479-644-8520
office: 479-464-4965
lperkin@hjarch.com
www.hjarch.com

Statement of Qualifications
Architectural Services
City of Neosho
Public Safety Center
April 26, 2024

Hight Jackson Associates

Hight Jackson ASSOCIATES

April 26, 2024

City of Neosho
City Clerk's Office
203 East Main
Neosho, MO 64850
David Kennedy, City Manager

Mr. Kennedy,

Hight Jackson Associates is pleased to submit our expression of interest to provide professional architectural services for a Public Safety Center for the City of Neosho. We are confident that our team can provide all services necessary to ensure a successful project that will exceed your expectations.

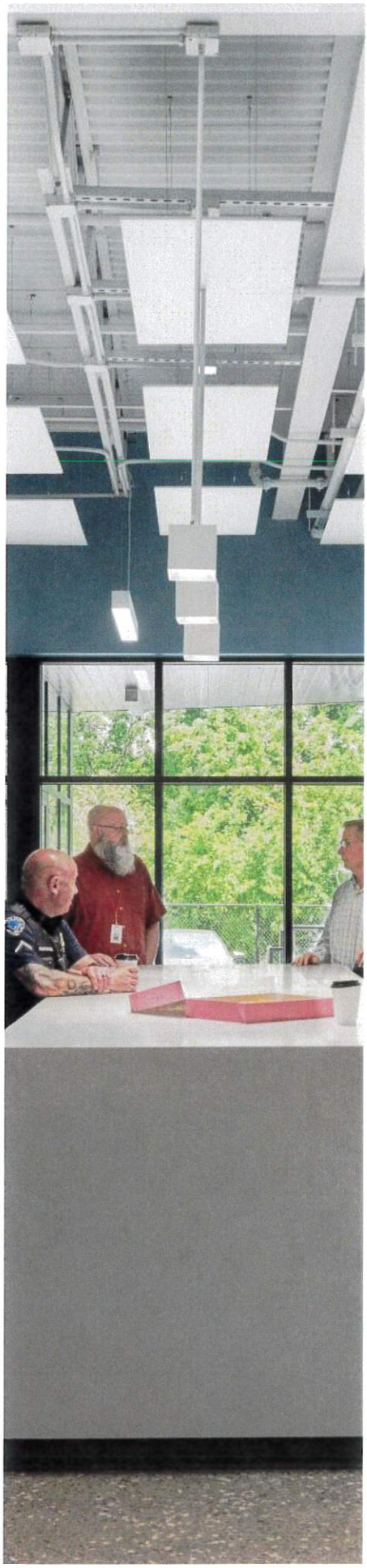
Our firm has over 50 years of experience in the design and construction of civic projects and has had the privilege of providing architectural services for many municipalities in Northwest Arkansas and surrounding states in the past, including fire stations and police departments. Most recently, we completed a new Public Safety Facility for the City of Bella Vista. We have included some of our civic projects along with our team members in the following pages for your review. Our office hours of operation are 8:00 a.m. to 5:00 p.m., Monday through Friday, and we encourage you to reach out with any questions you may have.

We have extensive experience with both Design-Bid-Build and Construction Management at Risk methods and would welcome the opportunity to assist the City of Neosho in either method of construction for this project.

Thank you for considering Hight Jackson for this important project.

Sincerely,

Larry Perkin, AIA
Principal in Charge
lperkin@hjarch.com
479-644-8520 mobile



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3 Team Members

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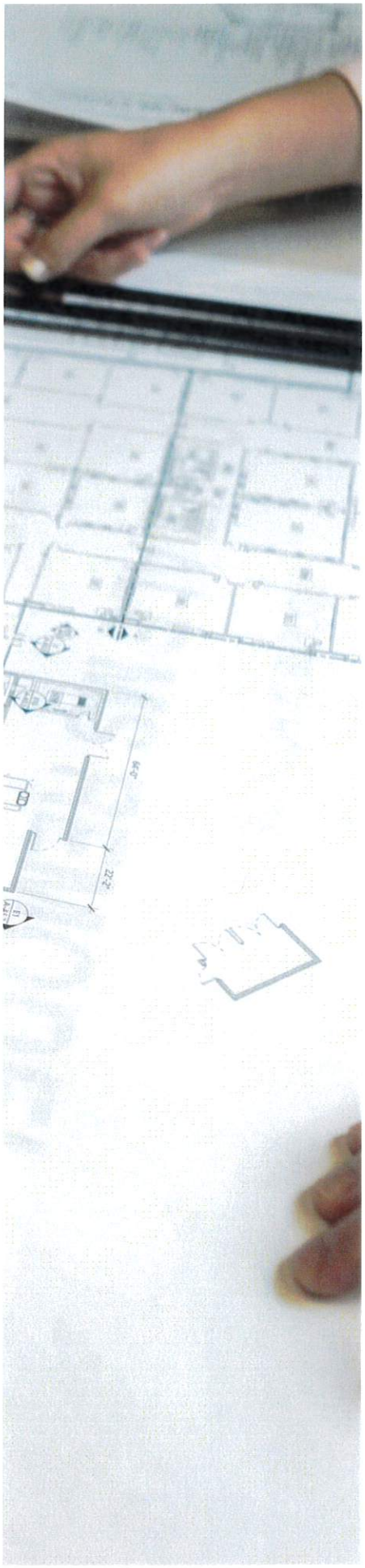
5 Appendix
Current Licenses/Certificate of Liability Insurance



SECTION 1
Firm Profile & Capacity/Services/Technical Competence/
Sustainable Design

Hight Jackson Associates was established in 1974 in Rogers, Arkansas. The firm provides architecture,planning, engineering and interior design services for a variety of clients throughout Arkansas and the surrounding areas of Missouri, Oklahoma, and Kansas.

With a focus on quality, Hight Jackson Associates' reputation for thorough construction drawings and construction administration along with numerous design awards has afforded the firm many loyal clients. **In fact, we have completed multiple projects with over 85% of our clients.**

The firm's projects include civic, commercial, corporate, educational, financial, healthcare, religious, and residential.

Hight Jackson is dedicated to the challenge of providing excellent, professional services that respond to client needs and budgets. Our firm has been successful in keeping our clients' projects within a set budget with **an average of less than 1% in change orders.**

This success is due to our strength in construction documents and construction administration.

We have been privileged to work with numerous municipalities in several states and are very familiar with the state and local agencies and regulations involved in this process.

The firm is financially sound and economically stable. A financial statement or bank letter are available upon request, and we have included a copy of our professional liability insurance in this submittal.

At Hight Jackson Associates, we believe our greatest resource is our capable staff. Each team member brings to the project a commitment to uphold the values and to carry out the mission of Hight Jackson Associates.

Our staff of 27 is comprised of the following individuals:

13	Licensed Architects (3 LEED-AP)*
9	Architect Interns
1	Civil Engineer
1	Interior Design/Marketing Personnel
1	Interior Design Personnel (LEED Green Associate)*
2	Administrative Assistants

* Our firm is committed to the responsible use of energy and natural resources in our profession, and have 3 staff members who are LEED Accredited Professionals and 1 who is a LEED Green Associate.

The firm has experienced consistent growth for 50 years with a current workload of over 85 million dollars in construction projects annually. **Our project management structure ensures that each project is staffed efficiently to best serve our client's needs. With our current workload, we have ample capacity to take on new work in 2024.**

Our organizational structure is a corporation. Hight Jackson Associates was established in Rogers, Arkansas in 1974. For 50 years, our firm has been providing design services for projects of various size and budget for municipalities in Northwest Arkansas and the surrounding areas.

Brian Jackson, P.E., President

Larry Perkin, AIA, Partner

Gail Shepherd, AIA, Partner
NCARB, LEED AP BD+C

Shayan Dehbozorgi, AIA, Partner
NCARB, LEED AP BD+C

Hight Jackson Associates offers our clients the opportunity to work with a single-source provider of complete professional services in the areas of architecture, engineering, and interior design.

In addition to the services listed below, our firm has acquired the experience and ability to lead many other efforts for our clients in-house. This brings added value to meet our clients' needs. Sometimes, due to the nature of these "yet to be defined" needs, our services are negotiated as an additional cost to our contract, but many times they are absorbed and included without charge as part of our negotiated fee for the project.

The services we provide include:

Pre-Planning Services
- site selection
- existing facilities analysis
- specification development
- staffing analysis
- life cycle cost analysis
- value engineering

Architecture
- feasibility studies
- site analysis/selection
- architectural design
- computerized graphics
- renderings and 3-D modeling
- construction documents
- sustainable design and/or LEED Certification

Capital Campaign Assistance
- organization
- communication with the community
- promotional materials

Civil Engineering
- visibility and site analysis
- site design

Code Analysis
- building codes
- fire, life and Safety codes
- ADA/accessibility

Interior Planning and Design
- space planning
- lighting design
- materials and color selections
- furniture selection

Cost Control Services
- cost estimating
- project management
- systems analysis
- building simulation
- schedule/phasing analysis

Construction Phase Services
- project scheduling
- construction team coordination
- bidding/contractor analysis
- on-site inspection/observation reports
- construction cost management

Post-Occupancy Services
- one year "walk-thru" evaluation
- warranty follow up
- systems analysis
- available to clients for any task at any time

Hight Jackson Associates uses technology tailored to each project and to the needs of our clients.

Our design team uses Revit, a Building Information Modeling software, allowing us to design with both parametric 3D modeling and 2D drafting elements. The software allows for improved visualization of project design as well as increased coordination of construction documents.

Using BIM technology allows us to resolve construction issues long before construction begins, by coordinating structural and MEP systems into the model for review during regularly scheduled team meetings.

In addition to Revit, our team also uses Adobe Creative Suite software, and digital movie production software to fully communicate the design of the project to the owner. MicroStation is the secondary CAD software used for creating contract documents and is updated as new versions become available.

Northwest Arkansas National Airport

Bella Vista Public Safety Facility

Farm Credit of Western Arkansas

Ignite Professional Studies Center

Farm Credit of Western Arkansas

LEED

Our design team is committed to the responsible use of energy and natural resources in our profession. We have three team members who have earned the designation LEED Accredited Professional and one who is a LEED Green Associate. Our team has experience on numerous LEED certified projects.

Our firm implements a "best practices" approach in sustainable design, considering the possibilities based on the individual project and the owner's budget to incorporate green design whether the building will be LEED certified or not. Our goal is to achieve efficient, adaptable solutions that sustain the natural environment and the people and businesses that occupy the buildings we design.

Gail Shepherd, AIA
LEED AP BD+C

Shayan Dehbozorgi, AIA
LEED AP BD+C

Michelle McClaflin, AIA
LEED AP BD+C

Emerson Cochran
LEED Green Associate

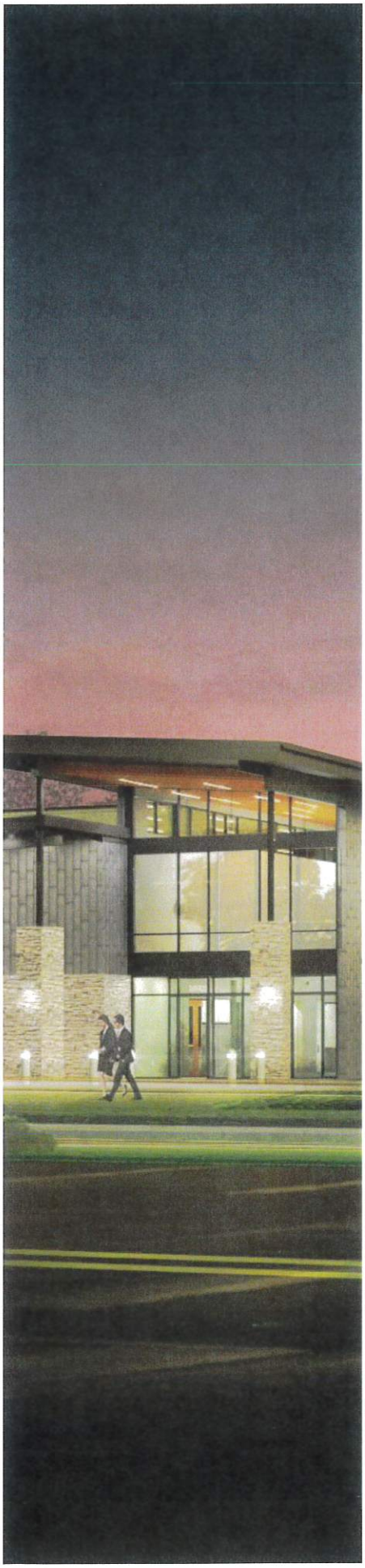
Fully Commissioned Projects

The projects listed below (two Arvest Bank branch locations and Fayetteville High School) were fully commissioned projects as required by LEED.

Numerous other projects have been partially commissioned for clients, but not to the fullest extent as required for LEED certification.

Arvest Bank
National Branch
Sunshine Branch
Springfield, MO
LEED Gold

Fayetteville High School
Fayetteville, Arkansas
Phase I LEED Silver
Phase II LEED Gold



SECTION 2

Projects/References

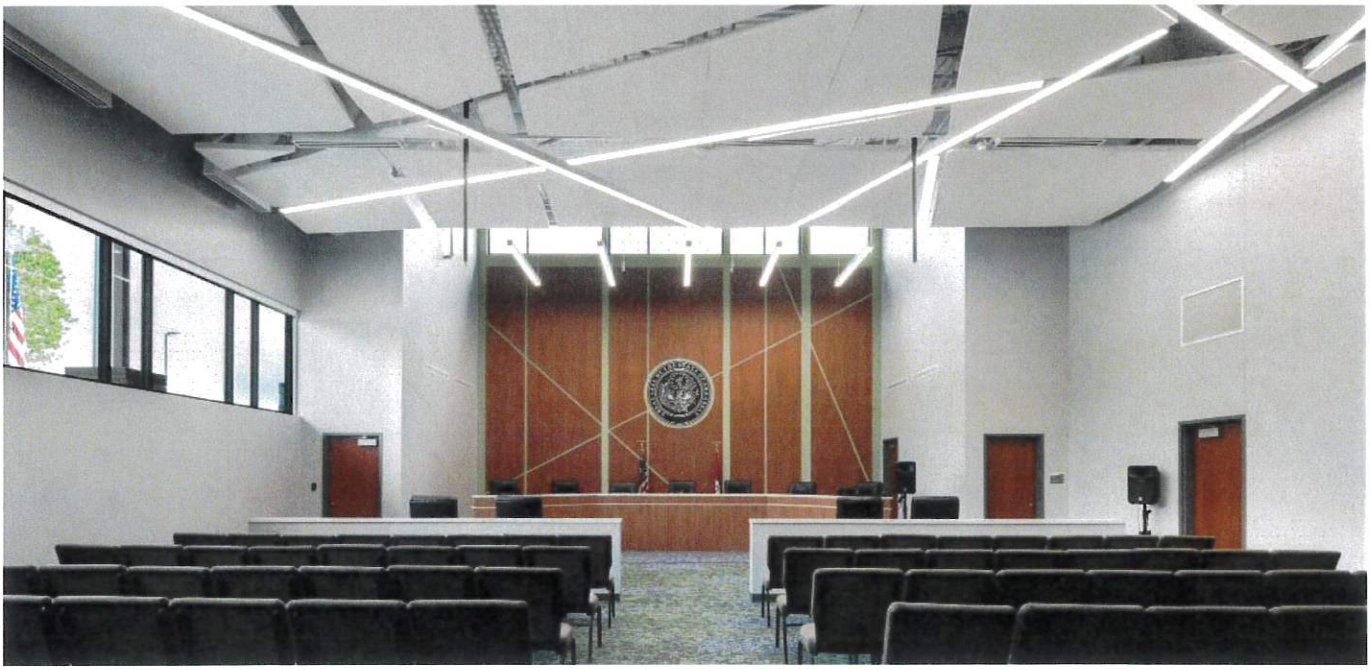
City of Bella Vista - Public Safety Building

The new 46,000 sf two-story facility houses the City's police department, district court, and emergency dispatch. Included in the facility is an indoor 50-yard gun range, a detention center and sallyport, a multi-purpose training room, offices for police, court, and City attorney staff, a court room that can serve as City Council chambers, a fitness gym, and a variety of support spaces. The building exterior fits in to the local vernacular and the wooded site with natural stone veneer and fiber cement panels along with wood accents that are drawn into the interior throughout.

LOCATION:
Bella Vista, AR

SIZE:
46,000 sf

COMPLETION:
2023



City of Siloam Springs - Fire Station #3

The two-story facility includes living area, training room, offices, report area, breakroom/ kitchen, living room, dining room, kitchen, laundry, recreation area, sleeping quarters, and restrooms with showers.

LOCATION:
Siloam Springs, AR

SIZE:
8,396 sf

COMPLETION:
2014

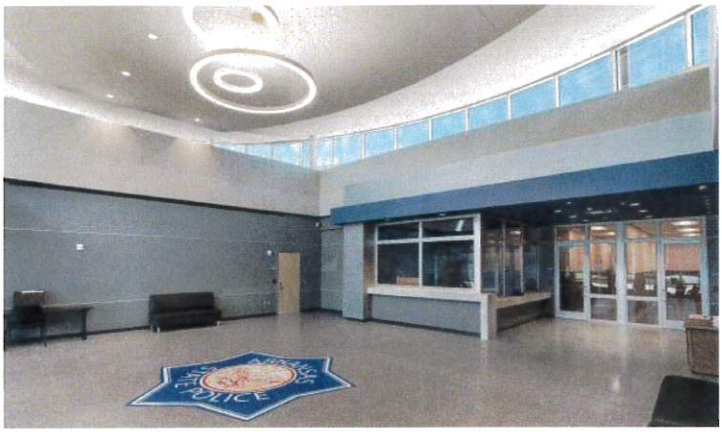
Arkansas State Police Headquarters

In collaboration with Hoefer Wysocki Architecture
Arkansas State Police Troop L Headquarters provides a new office facility for Criminal Investigations, an auto maintenance shop, Driver's License testing facility as well as a (2) CDL testing courses and facility. The facility was designed to accommodate a detailed list of program requirements and find a balance of economy and design with a long-term use.

LOCATION:
Lowell, AR

SIZE:
45,038 sf

COMPLETION:
2019

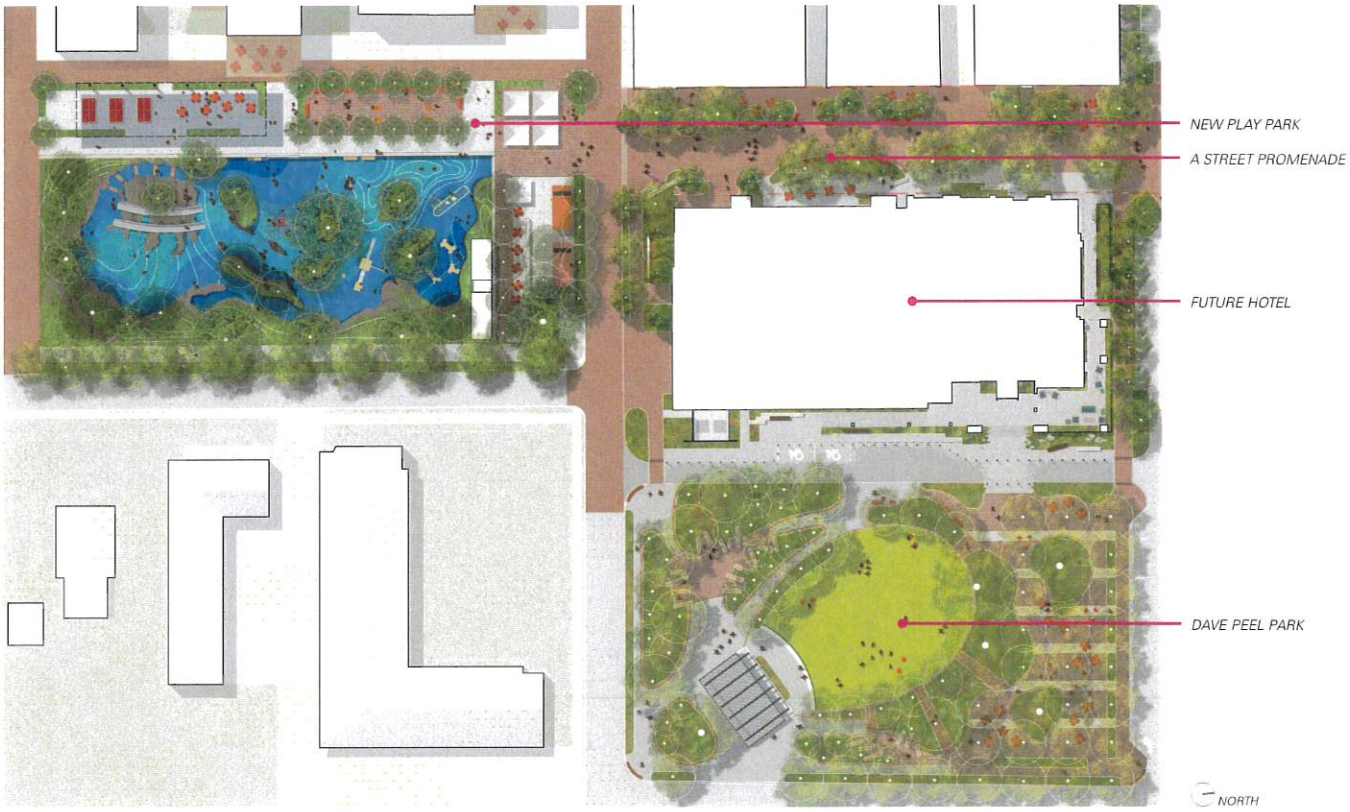


City of Bentonville - Quilt of Parks

LOCATION:
Bentonville, AR

The alternative Master Plan for two new parks at the southern end of the A Street Promenade includes a new playground park in place of the current SE 2nd Street Parking Lot. This park includes a large playground, pavilion, and flexible plaza spaces. Just to the northeast of the new play park, Dave Peel Park is renovated to house native gardens, a stage, and an event lawn.

Hight Jackson served as consultant to Design Workshop, the landscape architect on the project, designing complimentary structures to match their park design intent. These include a performance pavilion, shade pavilions, and restroom facilities.



City of Bentonville - Adult Recreation Center

In June 2021, the City of Bentonville contracted with Hight Jackson Associates to conduct a feasibility study of the need for a new Adult Recreation Center and what this facility would require in terms of size, program, location, and construction and operating costs. Hight Jackson Associates partnered with BRS Architecture and Ballard King & Associates to provide a fully developed study. The process included a statistically valid survey of Bentonville residents, public input via open meetings, programming sessions with staff and steering committee, development of a site location and proposed floor plan, a project cost estimate, and operational costs for the proposed facility.

After reviewing several site locations, it was decided that utilizing the existing Downtown Activity Center site would be ideal. The design for this addition and renovation to create the new Adult Recreation Center is currently underway.

LOCATION:
Bentonville, AR

SIZE:
approximately 30,000 sf

COMPLETION:
March 2025

ASSOCIATE FIRMS
Barker Rinker Seacat
Ballard King & Associates

City of Rogers - Northwest Park

The project includes a total revamping of the City's oldest park, updating the existing grass baseball fields and softball fields to eight turf fields, and also includes batting cages and a playground. Pavilions, concessions, trails, new maintenance facility, and a monumental park entrance are also part of the renovation.

LOCATION:
Rogers, AR

COMPLETION:
March 2024

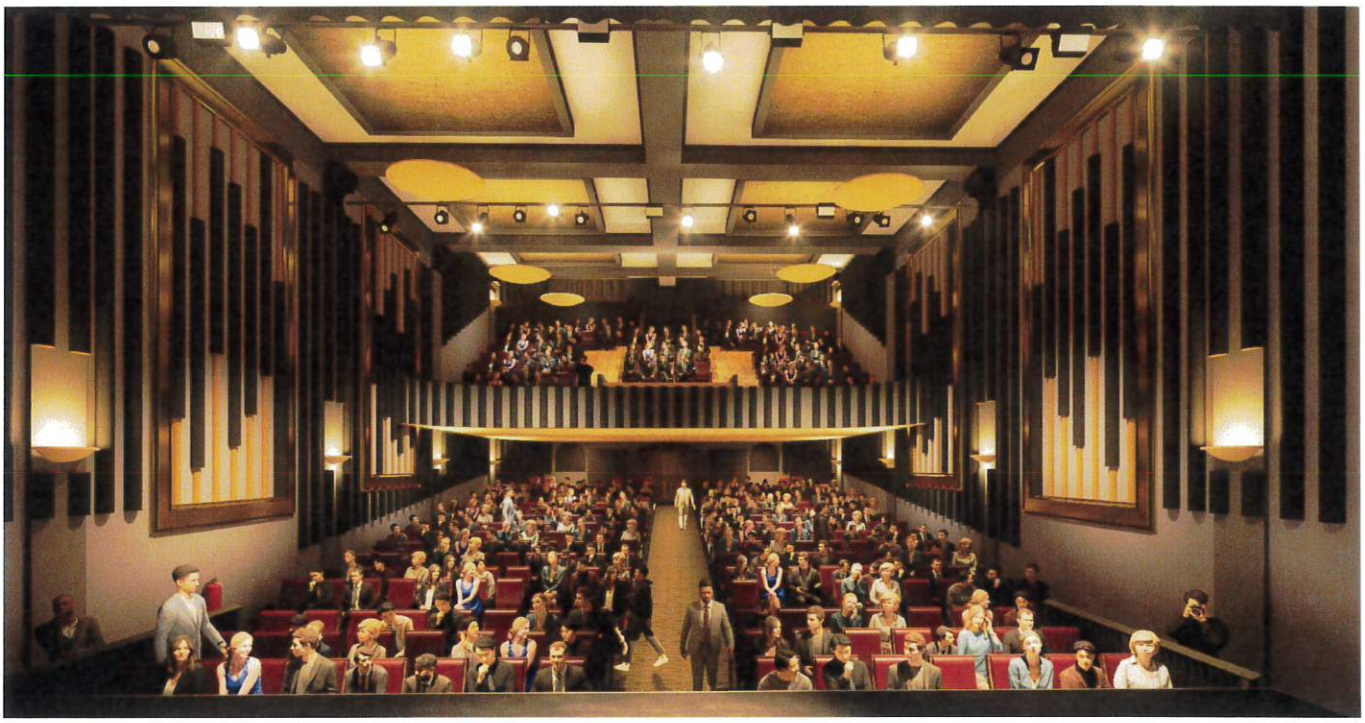
City of Rogers - Victory Theater Renovation

The project design includes expanded seating and enhanced sound capabilities, making it a premier venue for a diverse range of entertainment.

The renovation of the historic theater building which dates to 1927 was partially funded through a Walton Family Foundation Grant. The renovation project preserves the theater's historic charm while introducing modern amenities to enhance patrons' theater experience.

LOCATION:
Rogers, AR

COMPLETION:
March 2024



City of Bentonville - Animal Services Building

The new animal services facility includes a lobby, offices, meeting room, breakroom, restrooms, animal kennel rooms, medical clinic, work room, mechanical/electrical room, and a sally port for Animal Control officers. The facility can accommodate approximately 20 dogs and 30 cats.

LOCATION:
Bentonville, AR

SIZE:
7,130 sf

COMPLETION:
2023

Benton County Courts - Courtroom Addition and Remodel

A two-story addition to the courthouse, remodeling of a portion of the existing second floor Sheriff's office, and demolition of the former juvenile justice complex, which allows room for expanded parking. At the first floor, a new secure entry for the public was created with a waiting area and public restroom facilities. This area opens up to the Tower portion of the courthouse. The second floor addition houses a new Circuit Court Division 7 Courtroom with Jury Room and public restroom facilities. The existing remodeled area on the second floor will be the Judges Chamber with support spaces, Baliff's Office, and meeting rooms for attorneys and clients.

LOCATION:
Bentonville, AR

SIZE:
6,200 sf

COMPLETION:
2021

Northwest Arkansas National Airport Expansion

LOCATION:
Bentonville, AR

The design for a fully remodeled terminal lobby up to the TSA secure barrier with expanded accessibility accommodations including new escalators and elevators at the primary entrance for the twenty year old facility.

The new expansion includes a remodeled exterior front façade and new entry consisting of glass curtainwall, vertical frosted glass fin shading, and a brise soleil shading design at the roofline. The existing secondary entrances include new metal clad panel façade matching the new entry addition to the facility for a full-frontal remodel. Also included is a new baggage claim system, new interior finishes, and a new aviation influenced canopy design. The project is currently under construction.

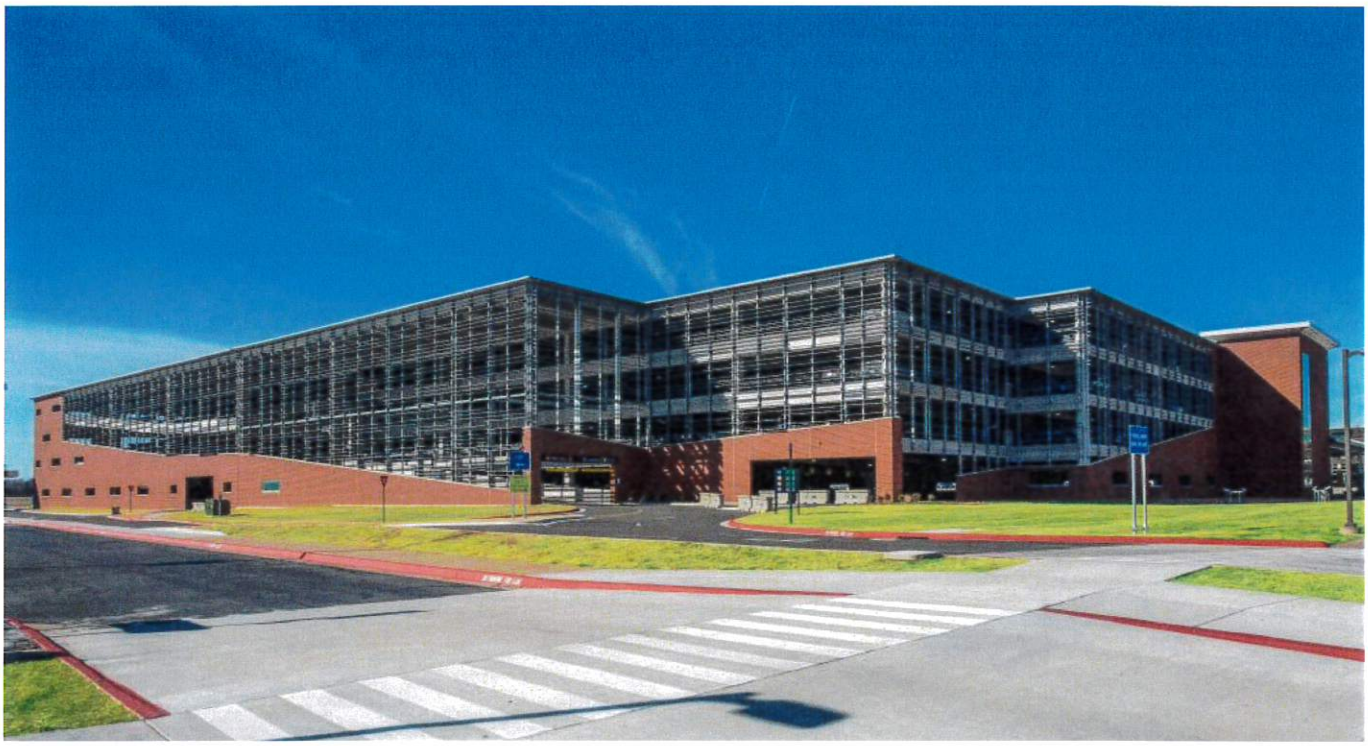
Northwest Arkansas National Airport Parking Garage

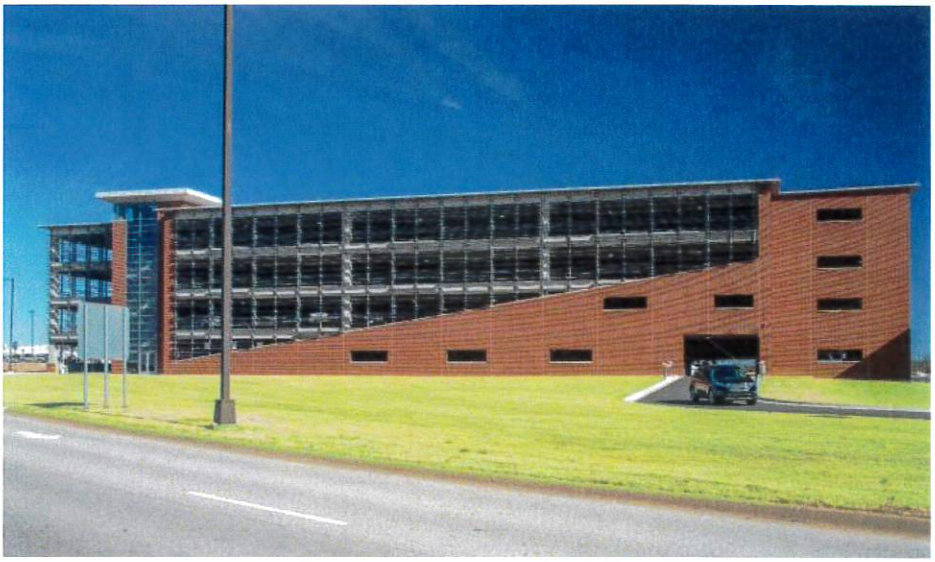
A new 4-level parking garage with capacity of 1,444 parking spaces. Hight Jackson Associates was the design architect for the project, in association with DESMAN in Chicago.

LOCATION:
Bentonville, AR

SIZE:
637,897 sf

COMPLETION:
2018





City of Bentonville Public Works

A new 8-building Public Works Facility housing the Water, Electric, and Street Departments on 37 acres.

LOCATION:
Bentonville, AR

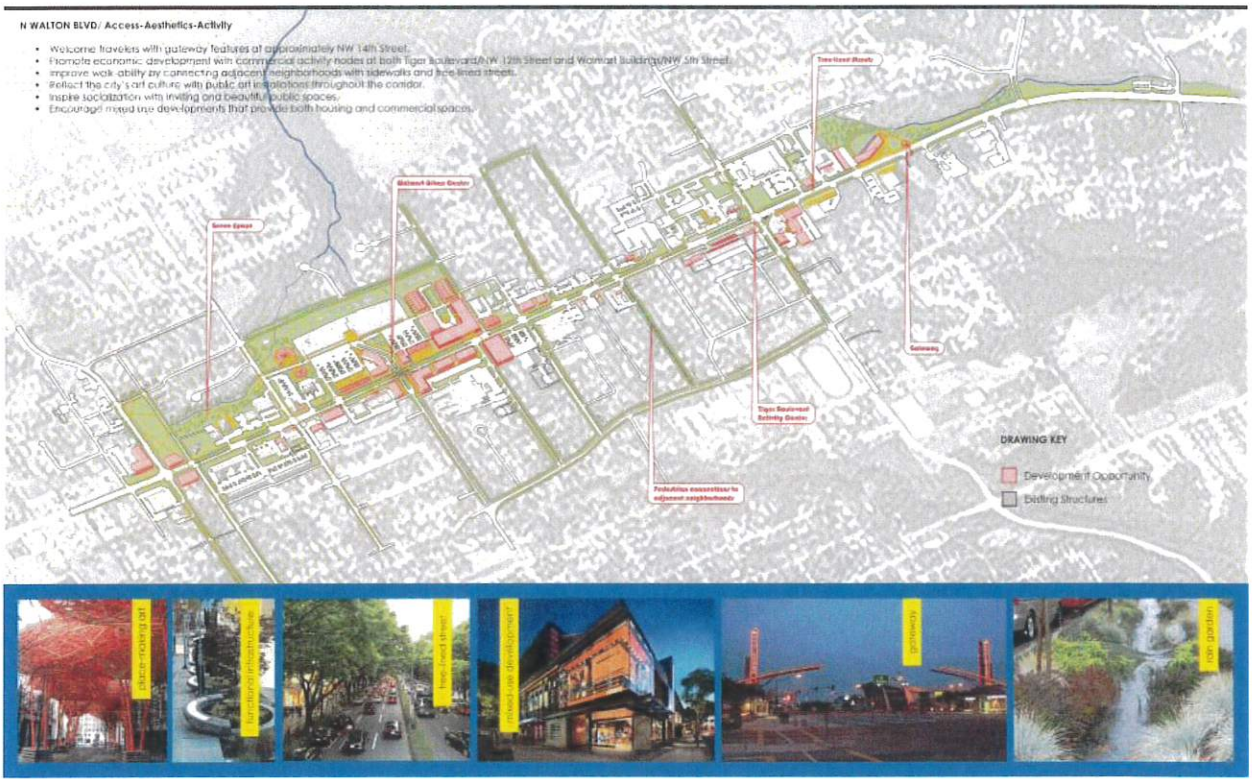
SIZE:
127,697sf

COMPLETION:
2017

North Walton Boulevard Study

north WALTON BLVD.

Hight-Jackson Associates PA

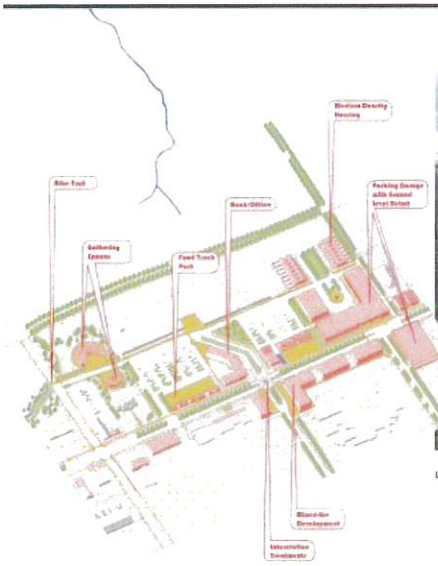


GATEWAY welcome

Hight-Jackson Associates PA

URBAN center

Hight-Jackson Associates PA



URBAN CENTER - Walmart Activity Center
Energize the private realm

- Support the large number of employees in the area with restaurants and retail within walking distance.
- Concentrate commercial activity with greater building density and mixed uses.
- Accommodate future parking needs with parking garages rather than expansive parking lots.

PUBLIC amenities

Hight-Jackson Associates PA

PARKING LOTS
Activate spaces day and night

- After hours, energize large, empty parking lots with food trucks, open air concerts and community markets.
- Reduce stormwater runoff and water contamination by introducing pervious paving.
- Beautify existing parking lots with landscaping and help reduce the heat island effect with shade trees.

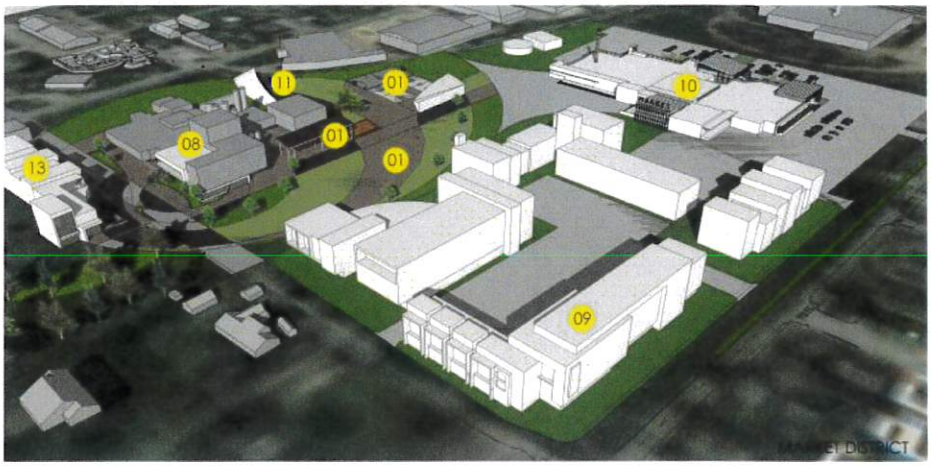
STREETSCAPES AND PUBLIC SPACE
Introduce green infrastructure

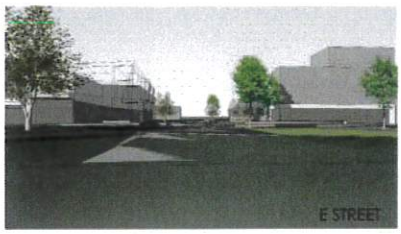
- Encourage and support alternative transportation modes with sidewalks, bicycle parking, transit stops, and outdoor seating.
- Inject sustainable practices with green space and rain gardens between sidewalk and back of curb.
- Make public spaces more human scale with shade trees and landscaping.
- Help orient visitors with way-finding signage throughout the district.
- Reflect Bentonville's art culture with public art installations.

Bentonville Market/Arts Districts Study

MARKET district

A mixed use area with a high concentration of culinary arts and food related activities.

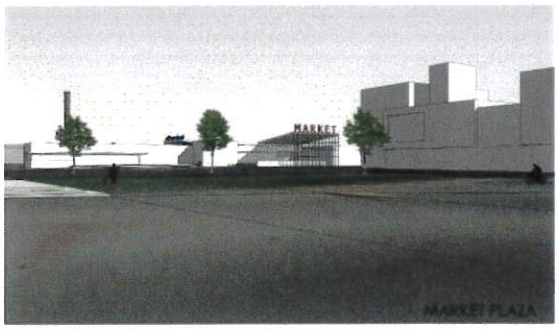


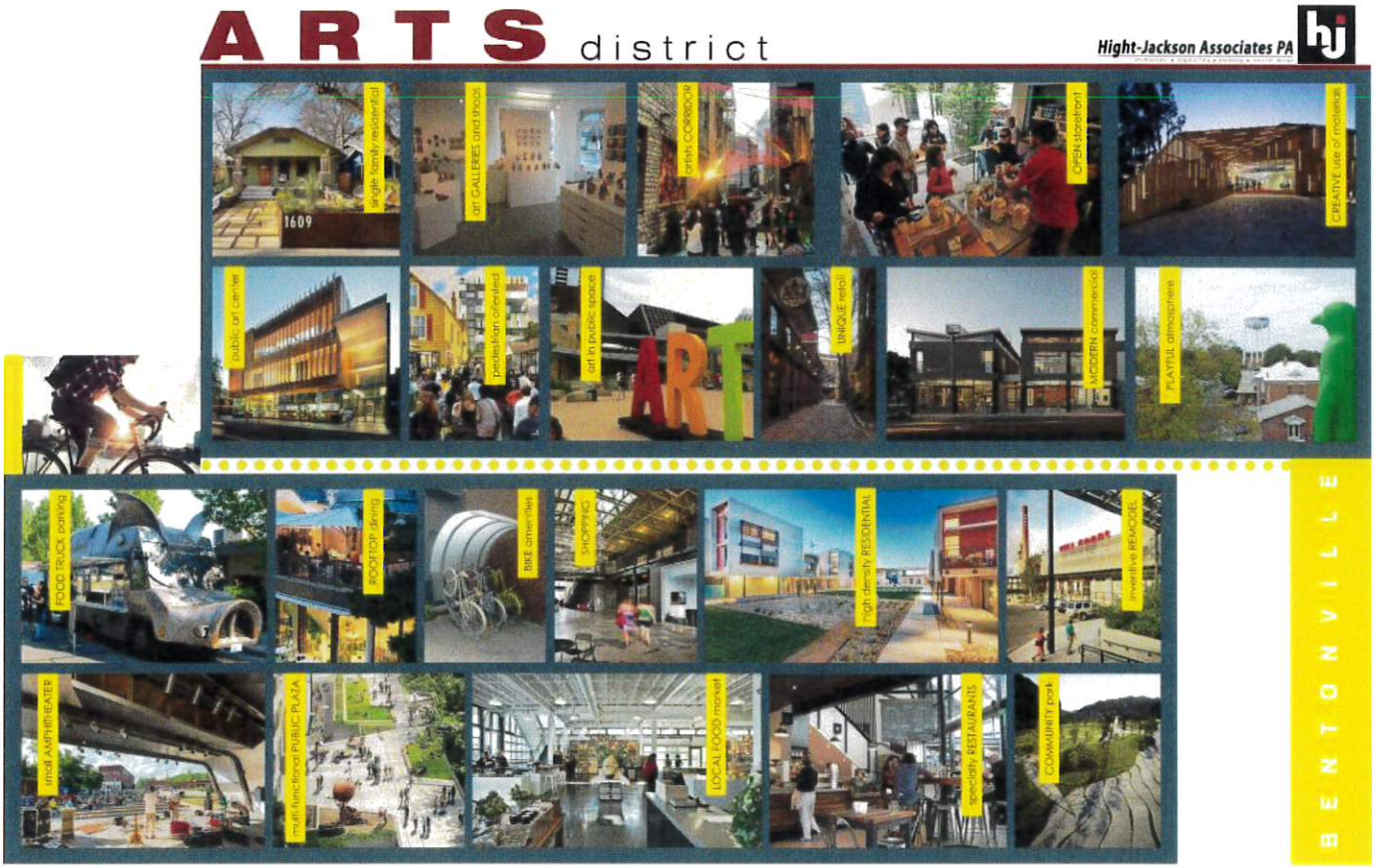


MARKET DISTRICT AMENITIES

PUBLIC PLAZA
RECREATIONAL SPORTS
FOOD TRUCK PARKING
DOG PARK
LOCAL FOOD PRODUCTION
UNIQUE CULINARY EXPERIENCE
ARTISANAL FOOD MARKET

AMPITHEATHER
COMMUNITY GARDEN
KITCHEN INCUBATORS
CULINARY CLASSES




ARTS district
Hight-Jackson Associates PA
hj
single family residential
1609
art GALLERIES and shops
artists CORRIDOR
OPEN storefront
CREATIVE use of materials
public art center
pedestrian oriented
art in public space
ART
UNIQUE retail
MODERN commercial
PLAYFUL atmosphere
FOOD TRUCK parking
ROOFTOP dining
BIKE amenities
SHOPPING
high density RESIDENTIAL
inventive REMODEL
small AMPHITHEATER
multi-functional PUBLIC PLAZA
LOCAL FOOD market
specialty RESTAURANTS
COMMUNITY park
BENTONVILLE

Hight Jackson Associates has 50 years of civic and municipal project experience, working with numerous cities and counties on a variety of facilities.

Owner	Facility	Completed
Bentonville Public Library	Expansion of existing facility in collaboration with MSR Design	under construction
Rogers Water Utilities Rogers, AR	Master Plan for Addition/Renovation on existing site	design phase
Benton County	New courts facility	construction documents
City of Bentonville	Administrative Services Building; Community Development Addition; Public Works Addition	2023
City of Rogers	Historic Museum Annex re-roof Historic Museum Collections Building Historic Museum Renovation	2018
Benton County Bentonville, AR	Courthouse renovation including Prosecuting Attorney's office, Public Defender's office; Exterior renovation including roof repairs, masonry restoration, and window replacement	2016
City of Siloam Springs	Remodel of USA Drug building for new Police Department	2014
Open Avenues Rogers, AR	New 28,122 sf facility at new site including classrooms, offices, training areas, production areas, recreation area, breakroom and storage space	2010
City of Rogers Rogers, AR	Rogers Activity Center Extensive selective demolition of existing facility, remodel and addition including indoor track and classrooms	2002
Benton County Bentonville, AR	Courthouse Tower/Records Storage	2000
Benton County Bentonville, AR	Juvenile Detention Center Extensive remodel of existing jail facility, 20,982 sf	2000
City of Rogers Rogers, AR	New Police and Municipal Courts Complex (in collaboration with Polson Architects) Approximately 47,000 sf including Communication Room	1999
Benton County Bentonville, AR	Sheriff's Storage Building, 5,000 sf	1997

Owner	Facility	Completed
Benton County Bentonville, AR	New Jail and Sheriff's Administration 308 beds/120,000 sf (in collaboration with Edwards/Daniels & Associates)	1997
Benton County Bentonville, AR	Jail expansion, Barrack #2	1996
Benton County Bentonville, AR	Juvenile Detention renovation, 2,500 sf	1996
Benton County Bentonville, AR	New Administration Building 41,500 sf, including 911 Center	1996
Benton County Bentonville, AR	BCJC Chancery Judges Court remodel	1996
Benton County Bentonville, AR	Jail Sally Port	1994
Benton County Bentonville, AR	Renovation of County Clerk Area Old Court House	1994
Benton County Bentonville, AR	Benton County Office expansion	1994
Benton County Bentonville, AR	Jail Barracks/Minimum Security Prisoner Facility 44 double-bunked beds	1994
City of Bentonville Bentonville, AR	City Hall elevator and 3rd floor remodel	1994
Benton County Bentonville, AR	Courts Annex renovation & Adaptive reuse New Courtroom, Judge's Chambers	1993
Benton County Bentonville, AR	Collector & Assessor's Office remodel	1993
Rogers Water Utilities Rogers, AR	New Administration Building	1992
City of Bentonville Bentonville, AR	City Hall Elevator	1991
City of Bentonville Bentonville, AR	Fire Sub-Station 2	1988
City of Fredonia Fredonia, KS	Civic, Fire & Police facilities; preliminaries and feasibility studies	1988

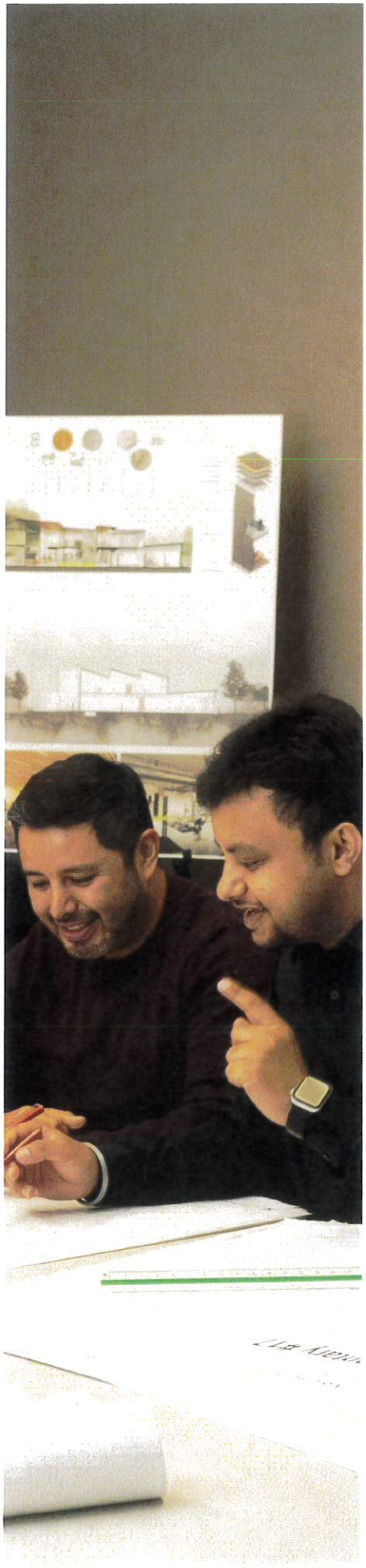
We encourage you to contact our references for their opinion of our services.

Mayor Stephanie Orman
City of Bentonville
305 SW A Street
Bentonville, AR 72712
479-271-5966
sorman@bentonvillear.com

Barry Moehring, County Judge
Benton County
215 E. Central Avenue
Bentonville, AR 72712
479-271-1000
barry.moehring@bentoncountyar.gov

David Hook, Facilities Development Manager
City of Rogers
301 W. Chestnut Street
Rogers, AR 72756
479-621-1117
dhook@rogersar.gov

Dan Caley, Director of Facilities
Rogers Public Schools
500 W. Walnut Street
Rogers, AR 72756
479-636-5421
dan.caley@rpsar.net



SECTION 3

Team Members

Larry Perkin, AIA
Partner/Principal in Charge

Hight Jackson ASSOCIATES

EXPERIENCE
Larry joined the firm in 2004 and directs the business development effort at Hight Jackson Associates. He has extensive experience over his 45-year career in architecture, interiors, and construction throughout the region.

PROJECT EXAMPLES
Northwest Arkansas National Airport
Terminal Area Plan (Masterplan)
Skybridge Project and Terminal Expansion
Departure/Arrivals Hall Renovation
New 1,444 space parking garage with associated circulation and lobby spaces, restrooms, and wayfinding signage

City of Bentonville
Community Development Building, Administrative Services Building, Animal Services and Adoption Center
Adult Recreation Center
Public Library Expansion
Quilt of Parks
Parks and Recreation Maintenance Expansion

The proposed Benton County Jail expansion and Juvenile Detention Facility expansion

Crystal Bridges Museum of American Art, Bentonville, AR
Turrell Skyspace

City of Siloam Springs, AR
New Police, Courts, and City Hall

City of Siloam Springs, AR
Memorial Park project

State Highway Patrol Headquarters and Crime Lab, Lowell, AR
State of Arkansas - 2 Crime Lab Renovation Projects, Little Rock, AR

Waco Title Company, Springdale, AR
New 40,000 sf regional headquarters

UMAREX USA, Fort Smith, AR
New 10,000 sf corporate offices, 90,000 sf warehouse and manufacturing space

Education
Bachelor of Architecture degree, 1979
University of Arkansas, Fayetteville

Registration
Registered Architect, Kansas #A2749

Professional Affiliations
Member, American Institute of Architects

Member U.S. Green Building Council - Arkansas Chapter

Civic Affiliations
Board of Directors, Fayetteville Public Education Foundation
Board of Directors, Helen Walton Children's Enrichment Center

mobile - 479-644-8520
email - lperkin@hjarch.com

Phillip Mevert, AIA, NCARB
Project Manager

Hight Jackson ASSOCIATES

EXPERIENCE
Phillip joined the staff of Hight Jackson Associates in 2014 after receiving his Master of Architecture from Southern Illinois University. He has been involved in the planning, design, construction documents development and project management for many of the firm's projects.

PROJECT EXAMPLES

Benton County Courts Addition and Remodel
Bentonville, AR

Benton County Jail Detention/Day Room I-pod preliminary options
Bentonville, AR

City of Bentonville Animal Services
Bentonville, AR

Arkansas State Police Headquarters
Lowell, AR

City of Siloam Springs
Fire Station Feasibility Study

(Prior to Hight Jackson Associates)
Washington County Judicial Center
Washington County, IL

Education
Bachelor of Science in
Architectural Studies, 2011
Master of Architecture, 2014
Southern Illinois University

Registrations
Registered Architect
Missouri #A-2019034499
NCARB certified

Civic Activities
Volunteer, The First Tee of Northwest Arkansas

Member, Bella Vista Lutheran Church,
High School youth group leader

email - pmevert@hjarch.com

Our experience in designing a wide variety of facilities gives us insight in the types of mechanical systems, lighting needs, and other areas so important to the proper planning of these buildings. In addition to our in-house engineering services, our firm provides specific engineering capabilities through the consultants listed below.

Hight Jackson Associates has assembled the following engineering consultants to complete our project team. Each firm has proven through many years of working on projects with us to be professional and dependable and to provide quality engineering services.

Structural Engineering
Tatum Smith Welcher Engineering, Inc.
3100 Market Street, Suite 202
Rogers, Arkansas 72758
479-621-6128

Mechanical/Electrical/Plumbing
HSA Engineering Consulting Services, Inc.
7405 Ellis Street
Fort Smith, Arkansas 72916
479-452-8922

Civil/Landscape Architecture/Surveying
Allgeier, Martin and Associates, Inc.
7231 East 24th Street
Joplin, MO 64804
417-680-7200

Other Consultants

In addition to the engineering consultants included on our project team, we would work closely with all manufacturer's representatives in the coordination of specialty equipment included in the design of your facility. We engage the services of consultants in "specialty areas" when the job and the client will benefit from their expertise. Major areas of consultation may include acoustics and specialty equipment.

TATUM · SMITH · WELCHER
STRUCTURAL ENGINEERS

The Structural Engineering Consultant for:
Public Safety Center for Neosho, MO

Tatum Smith Welcher Engineers, Inc. is a structural engineering consultant with a portfolio which includes educational, institutional, industrial, commercial, retail, event centers, municipal, sports facilities, and healthcare projects. The Rogers, Arkansas firm (originally founded as Tatum Structural Engineering in August 1996) provides structural analysis, structural design, and project management services for all types of vertical construction.

Attention to detail is held paramount throughout our development of construction documents and BIM models. This focus is revealed in cost savings for the design and construction teams and, ultimately, the owner.

Our operating philosophy is to pair "strengths with strengths" in forming specific in-house structural teams for each individual project. TSW is a full partner in all phases of the project from schematic design through construction completion.

Capabilities

We create buildings that meet our clients' expectations while maintaining elements of public safety in accordance with governing local and national Code requirements and standards of construction.

- Analysis of existing structures, including Code review, wind and seismic analysis
- Design services, including concrete, timber, masonry, and steel
- Construction document production utilizing the latest BIM software (Revit)
- Project management services, including administration of specifications & submittal review

Our team currently includes: 8 Professional Engineers, 7 Engineer Interns, 4 BIM Technicians, and 2 administrative staff – all based in our Rogers, Arkansas office. Our firm continues to grow as necessitated by the growth and expansion of our client portfolio.

Philosophy

- Listening to our clients and incorporating their requirements into the structural design
- Adapting and modifying the structural design to fit within the chosen architectural concept
- Delivering quality and prompt service for our clients
- Viewing the client and TSW as a team working toward a common goal
- Taking complete ownership of each project during all phases of design and construction

Our firm possesses unique expertise in design, construction and implementation of successful community and civic center projects as is evidenced by the attached listing of representative projects.

3100 S Market St, Suite 202 , Rogers, AR, 72758 | 479.621.6128 | www.tswstructural.com

TATUM · SMITH · WELCHER
STRUCTURAL ENGINEERS

Mark A. Smith, P.E., S.E.

President / Chief Financial Officer
Arkansas PE License No. 10042

As an original co-founding member, Mr. Smith helped build this firm be one of the largest engineering firms in Arkansas specializing only in structures. He has practiced structural engineering for over 29 years and in 43 states since he obtained original licensure as a Professional Engineer in 2000. Mr. Smith serves as Project Manager and Engineer-of-Record on several of our largest and highest profile projects across the county.

His broad experience includes production of design calculations, specifications, construction drawings, and supervision of design engineers and CADD technicians. Encompassing the entire design process, he has experienced aspects of drafting, design, surveying, supervision, estimating, expediting, and various other tasks such as pitot traverses, as-built drawings, and material testing.

In order to keep up the changing demands of the industry, Mr. Smith has embraced the concept of building information modeling (BIM) technology in utilizing Revit. This allows him and his team to interact in a real-time model view with all the other disciplines in order to root out possible conflicts before they occur in the field. The latest engineering software is utilized as well for the structural design team. ETABS allows for a faster design process but doesn't sacrifice an important factor, economical design. These innovative tools provide a proactive approach which can help reduce overall construction costs.

Education
B.S., Architectural Engineering, University of Wyoming, 1995

Professional Organizations
National Society of Professional Engineers, American Institute of Steel Construction, Inc., & American Concrete Institute

Relevant Project Experience
Highfill Fire Department Addition - Highfill, Arkansas
Lowell Fire Station #2 - Lowell, Arkansas
Siloam Springs Fire Station – Siloam Springs, Arkansas
Rogers Fire Emergency Training Center Remodel & Addition – Rogers, Arkansas
Elkins Fire Station - Elkins, Arkansas
Rogers Main Fire Station #1- Rogers, Arkansas
Clifty Fire Station – Clifty, Arkansas
Bentonville Police Bomb Squad Building - Bentonville, Arkansas
Arkansas State Police Headquarters – Lowell, Arkansas
Bentonville Communications Center – Bentonville, Arkansas
Springdale Municipal Campus - Springdale, Arkansas *(currently under construction)*
Green Forest City Hall – Green Forest, Arkansas
Benton County Courts Building - Bentonville, Arkansas
Bentonville Municipal Courts Renovation - Bentonville, Arkansas
Bentonville City Hall Renovation - Additional Services - Bentonville, Arkansas

TATUM · SMITH · WELCHER
STRUCTURAL ENGINEERS

Richard M. Welcher, P.E.

Vice President & Chief Operations Officer
Arkansas PE #11657

Following completion of undergraduate studies, Mr. Welcher began practicing structural engineering, geotechnical engineering and construction materials testing and obtained original licensure as a Professional Engineer in 2003. He is currently responsible for overall company operations after working his way from design engineer to a Principal in the firm. Engineers, drafting staff and division managers report to him on production matters in addition to developing and maintaining client relations.

Mr. Welcher aides in the production of structural design calculations, specifications, construction drawings, and provides supervision of design engineers and BIM technicians. His capabilities include evaluation of site soil conditions and development of design criteria for use in structural and civil engineering design applications. He has experience in construction surveillance and materials testing of various construction materials (concrete, steel, masonry, timber, and soil) in addition to his evaluation of existing building conditions for renovations, expansions, new construction, etc. He has analyzed and designed numerous structures constructed of materials including masonry, steel, concrete and timber. Welcher also has experience with forensic engineering and serving as an expert witness in legal proceedings.

Richard simultaneously holds an Adjunct Professor position within both the University of Arkansas College of Engineering and the Fay Jones School of Architecture + Design. Courses he teaches on a rotating basis are: CVEG 4143 Foundations Engineering, CVEG 4822 Senior Geotechnical Design, CVEG 4832 Senior Structural Systems Design, CVEG 4353 Timber Design, CVEG 4343 Reinforced Masonry Design and ARCH 2123 Architecture Structures II. He has also provided design guidance for the 5th Year Architecture Design Studio and is a Co-Principal Investigator for the Chancellor's Innovation and Collaborative Fund studying Advancing Sustainable Wood Design and Technologies through Collaborative Engagement.

Richard maintains licensure as a Professional Engineer in 40 states and serves as Structural Engineer-of-Record on all projects and directs work associated with Tatum Smith Welcher's national accounts clients as well as the regional clients. Mr. Welcher has received training in Applied Technology Council (ATC-20) Post Earthquake Safety Evaluation of Buildings as well as FEMA 154 Rapid Visual Screening of Buildings for Potential Seismic Hazards. Additionally, he was the 2014 recipient of the University of Arkansas College of Engineering Early-Career Distinguished Alumni Award along with being a member of the Northwest Arkansas Business Journal 2015 Class "40 Under 40" of regional emerging business leaders. He is currently Vice Chairman of the National Council of Examiners for Engineering and Surveying (NCEES) Civil Professional Engineering Exam Development Committee and in this role leads nationally administered professional examination and licensing practices in civil and structural engineering. Welcher was elected to the Arkansas Academy of Civil Engineering in 2020.

Education

M.S., Civil Engineering, University of Arkansas, 2004 | B.S., Civil Engineering, University of Arkansas, 1999

Professional Organizations

Designated Model Law Structural Engineer by the NCEES, American Institute of Steel Construction, Inc., American Concrete Institute, Tau Beta Pi Engineering Honor Fraternity, Chi Epsilon Civil Engineering Honor Fraternity

Projects

Civic Facilities, Libraries, Police and Fire Departments, Educational Facilities ranging from Elementary Schools to Universities, Athletic Facilities and Gymnasiums, Post Offices, Health Care Facilities, Commercial Retail, University Dormitory Housing, Churches, Wastewater Treatment Facilities, Trans-country Pipeline Construction, Petroleum and Petrochemical Facilities, Food Processing Facilities, Airport Runway and Taxiway Additions/Expansions, Banking Facilities, Industrial Facilities, Breweries/Distilleries, Poultry Processing Facilities, Restaurants, Warehouses, and Forensic Engineering Studies.

FIRM PROFILE AND HISTORY

Established in 1995, HSA Engineering Consulting Services, Inc. has become one of Arkansas' top engineering firms offering a full range of services from design planning to mechanical and electrical engineering. HSA provides services on many different types of projects ranging from health care and education facilities to corporate offices and industrial complexes.

HSA currently utilizes the latest design software as well as nationally recognized specification software to keep pace with both the architectural and engineering professions. We can offer practical, economical solutions, and designs to suit each client's needs and budget. The firm has members proficient in the use of AutoCAD, Revit, and other discipline specific design software for increased efficiency and compatibility with other consultants.

Our approach to design follows a basic process to ensure we are confident in the expectations and requirements of each project. Our preference is to first meet with the project team, which generally consists of the owner and architectural firm, to gather their input and evaluate any existing conditions that need to be addressed prior to the design phase. We then work through the design process to create a seamless design with the architect by utilizing the industry's best practices and methodologies that complement the project objective. Once we have confirmed the owner's approval we proceed with the construction phase and provide on-site follow up as necessary. Depending on the owner's project objectives or preferences, HSA will provide construction administration services as required through project construction.

HSA has a highly competent and trained staff of six professional engineers, two of whom are LEED Accredited Professionals. The remainder of the staff is comprised of two degreed engineer interns, twelve designer/drafting technicians and two administrative support personnel committed to working with you to ensure a high-quality and successful project.

PROFESSIONAL SERVICES

- Program Review
- Master Plan Review
- Cost Estimating
- Schematic Design
- Design Development
- Construction Documentation
- Bidding
- Construction Administration
- Project Closeout
- Energy Auditing
- Lighting Studies

PARTNERS

- Mr. M. Scott Archer, PE LEED AP, BD+C
  Arkansas No. 10030
  B.S.M.E. University of Arkansas, 1992
  M.S.M.E. University of Arkansas, 1995
- Mr. Rob May, PE
  Arkansas No. 11834
  B.S.M.E. University of Arkansas, 1999
- Mr. Nathan Wilson, PE
  Arkansas No. 14057
  B.S.M.E. University of Arkansas, 2005
- Mr. Trey White , PE LEED AP
  Arkansas No. 11853
  B.S.M.E. University of Arkansas, 1999
  M.S. Operations Management, University of Arkansas, 2006
- Mr. Michael Rappold, PE
  Arkansas No. 16929
  B.S.E.E. Arkansas Tech University, 2011

M. SCOTT ARCHER, PE LEED AP, BD+C

PRINCIPAL ENGINEER

Education

University of Arkansas, Bachelor of Science in Mechanical Engineering, 1992

University of Arkansas, Master of Science in Mechanical Engineering, 1995

Arkansas License

Professional Engineer No. 10030
LEED Accredited Professional

Contact Information

(479) 452-8922

sarcher@hsaconsultants.com

7405 Ellis Street
Fort Smith, Arkansas 72916

Mr. Archer's 25 years experience in HVAC, mechanical, plumbing design and 32 years in HVAC controls contracting has provided him an excellent knowledge of the industry and allowed him to provide complete project management assistance for all clients. Mr. Archer is a principal engineer with the responsibility of client and owner contacts, as well as, quality control oversight of mechanical and plumbing design. His project experience has included the design of churches, athletic facilities, civic auditoriums, schools, commercial and financial buildings.

Project Experience

Sebastian Storm Shelter—Ben Geren Park
Fort Smith, AR

Principal engineer responsible for the overall facility mechanical system design, plumbing design and code compliance. This facility is a FEMA rated facility. All Mechanical, Electrical and Plumbing systems meet the requirments of FEMA shelter facilities.

Sebastian County EMS Facility
Fort Smith, AR

Principal engineer responsible for the overall facility quality control of the mechanical system design, plumbing design and code compliance. This facility has three large bays, offices, sleeping quarters, a dining and a lounge area. The design for this facility includes an instantaneous gas water heater and a AirMation truck exhaust scrubbing system.

Riverfront Glass Pavilion HVAC Renovation
Fort Smith, AR

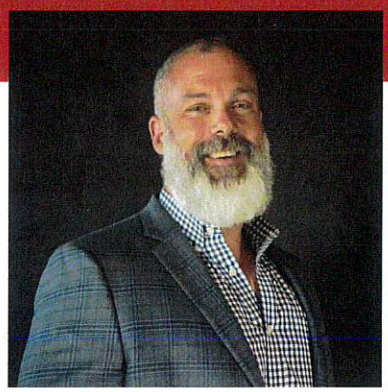
Principal engineer responsible for the overall mechanical system design, plumbing design and code compliance. The design for this open multipurpose space, restrooms and storage facility included an HVAC & Plumbing Renovation.

Fort Smith Convention Center
Fort Smith, AR

Principal engineer responsible for the overall facility mechanical system design, plumbing design and code compliance. This community facility was approximately 240,000 ft ² and contained an exhibit hall, meeting rooms, state-of-the-art theatre, and offices. The facility design included a mechanical design that met the sound level requirements from acoustical engineers, a four pipe chilled/heated water system with hot water preheat and reheat, and a coordinated environmentally controlled storage area for the theatre. Project was completed in 2000.

Fort Smith Fire Station #11
Fort Smith, AR

Principal engineer responsible for the overall facility quality control of the mechanical system design, plumbing design and code compliance. This facility has three large bays, offices, sleeping quarters, a dining and a lounge area. The design for this facility included an instantaneous gas water heater and a plymovent truck exhaust system.



ROBERT P. MAY, PE

PRINCIPAL ENGINEER

Education

University of Arkansas,
Bachelor of Science in
Mechanical Engineering, 1999

Arkansas License

Professional Engineer No. 11834

Contact Information

(479) 452-8922

rmay@hsaconsultants.com

7405 Ellis Street
Fort Smith, AR 72916

Mr. May's 24 years of experience in HVAC, mechanical, and HVAC controls contracting has provided him an excellent knowledge of construction techniques Necessary for assisting coordination of design team efforts. Mr. May is a principal engineer with the responsibility of managing project mechanical and plumbing design, and drafting. His project experience has included the design of churches, commercial buildings, financial buildings, and schools.

Project Experience

Sebastian County Juvenile Detention Center
Fort Smith, AR

Principal engineer responsible for the overall facility quality control of the mechanical system design, plumbing design and code compliance. The design for this 2350 s.f. expansion included a covered walkway, three classrooms, offices, bathrooms and storage space.

DEA Office Building
Florence, SC

Principal engineer responsible for the overall facility mechanical system design, plumbing design and code compliance. The 10,600 s.f. building serves as a high security facility for the U.S. Department of Justice. This facility meets the strict standards of security features required by DEA specifications and received a LEED Silver certification in 2012.

Crawford County Emergency Operation Center & Courthouse Van Buren, AR

Principal engineer responsible for the overall facility mechanical system design, plumbing design and code compliance. The project for this facility included remodeling an emergency efficient glass front and security entry. At the emergency center 8 tons of new energy efficient HVAC equipment and a new emergency generator switch gear were installed.

AR State Police Regional Headquarters
Lowell, AR

Principal engineer responsible for the overall facility mechanical system design, plumbing design and code compliance. The project for this facility included four labs used for toxicology and drug testing, nine variable volume lab hoods and 48 lab snorkels, high plume variable exhaust system with a glycol energy recovery loob and make up air unit, and NFPA 99 medical gas distribution system piped to lab testing equipment.

Greenwood Courthouse
Greenwood, AR

Principal engineer responsible for the overall mechanical system design, plumbing design and code compliance. The mechanical portion of this project consisted of upgrading the 19,000 s.f. facilities HVAC system.

MICHAEL ATKINSON, P.E.

Vice President, Civil Engineer | michael.atkinson@amce.com

Transportation | Bridges | Sidewalks/Trails | Intersections | Stormwater

Professional Experience

Michael Atkinson has been with Allgeier Martin since 2002, and is a Vice President overseeing Transportation, Stormwater and Structural projects. He began his career with the Missouri Department of Transportation in 1992. He has served as President of the Transportation Engineers Association of Missouri (TEAM).

Leadership

Michael presented "Concrete Pavement Restoration" techniques at the American Concrete Paving Association convention. This invitation was preceded by a national award for concrete paving excellence.

Education

P.E. Registrations

Memberships

Regulatory Experience

Funding Expertise

Cowgill and Walnut Street Improvements

Chillicothe, MO

- Street assessments/recommendations for road improvements
- Cowgill & Walnut Streets required complete reconstruction
- Produced design plans/specifications for 2,504 LF roadway
- Open ditches replaced with curb/gutter
- Construction inspection provided

Multiple Intersection Pavement Restorations & Stormwater Improvements

Coffeyville, KS

- Proposed concrete to reconstruct failing intersections
- Allowed more precise grade/improved water drainage
- Sidewalks/ramps/crosswalks reconstructed to updated ADA requirements
- Curb and gutter replaced with necessary drainage facilities
- City passed local sales tax to fund additional projects
  - 36 Intersection Improvement Projects (2015-2022)
  - $2.7 Million construction

Kansas Highway 166 Reconstruction KLINK Project

Coffeyville, KS

- Approx. 1-mile highway rehabilitation
- Dowel bar retrofits
- Full/partial depth repairs
- Diamond grinding
- Completed 58 days ahead of schedule
- Won National Silver Award from ACPA for Best Concrete Restoration

DARIN CARPENTER, P.L.S.

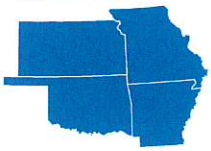
Professional Land Surveyor, Field Crew Supervisor | darin.carpenter@amce.com

Survey | Drones | Boundary | Easement

Professional Experience

Darin has been with Allgeier Martin since 1987 where he has served as a Professional Land Surveyor. He is a registered Surveyor in four states and a registered drone pilot. He has shown initiative in his role as Field Crew Supervisor. Darin repeatedly shows quality work with mapping, topographic and subdivision surveys, easement preparations, and drone flights.

Registrations



Memberships

NSPS

Missouri Society of Professional Surveyors Est. 1957

Kansas Society of Land Surveyors Organized 1957

Oklahoma Society of Land Surveyors 1969

Arkansas Society of Professional Surveyors ASPS

MDC GIS

MO Department of Conservation

The Missouri Department of Conservation is in charge of GIS collection and map preparation for multiple conservation sites.

GIS asset inventory of 26 sites

Utilized Leica GPS receivers, ESRI data collection and VUE Works software

Drone aerial photography used for building inspection

Surveys of physical location of wetlands, levees, roads, parking lots, buildings, water and sewer

Duenweg Sewer

Duenweg, MO

Responsible for multiple section breakdowns, topographic surveys, and easement preparations with multiple drone flights

Cassville Water

Cassville, MO

Responsible for multiple section breakdowns, topographic surveys, and easement preparation with multiple drone flights

Liberty Power Line

Liberty Utilities

Worked with Liberty Utilities and Mortenson Engineering to stake 20 miles of power line in MO and AR

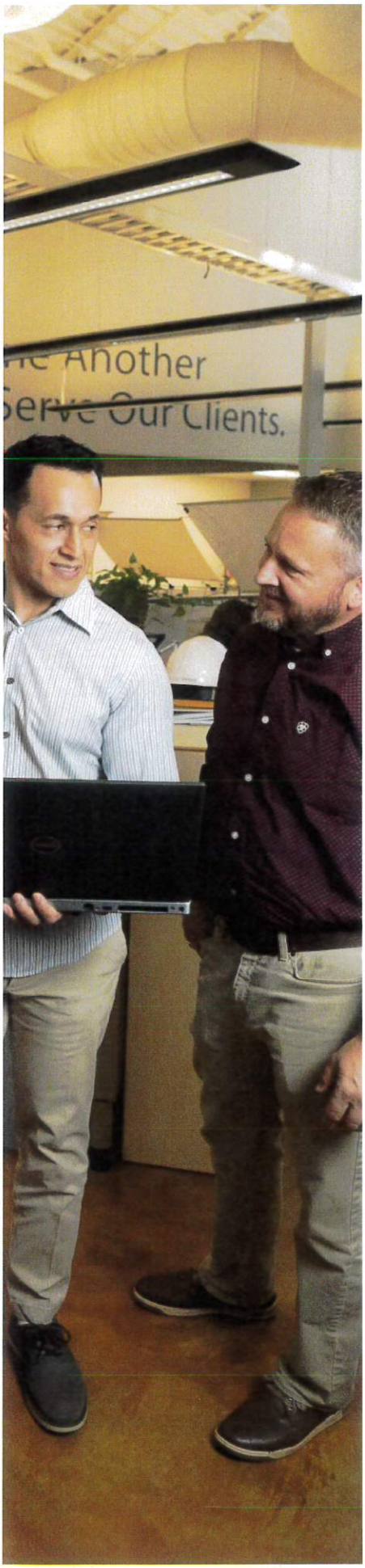
Performed onsite topographic surveys for problem areas to aide design

Connecticut Widening

Joplin, MO

Performed subdivision surveys, topographic survey, and easement preparation

ALLGEIER, MARTIN and ASSOCIATES, INC.
Consulting Engineers



SECTION 4

Our Approach/Proposed Project Schedule

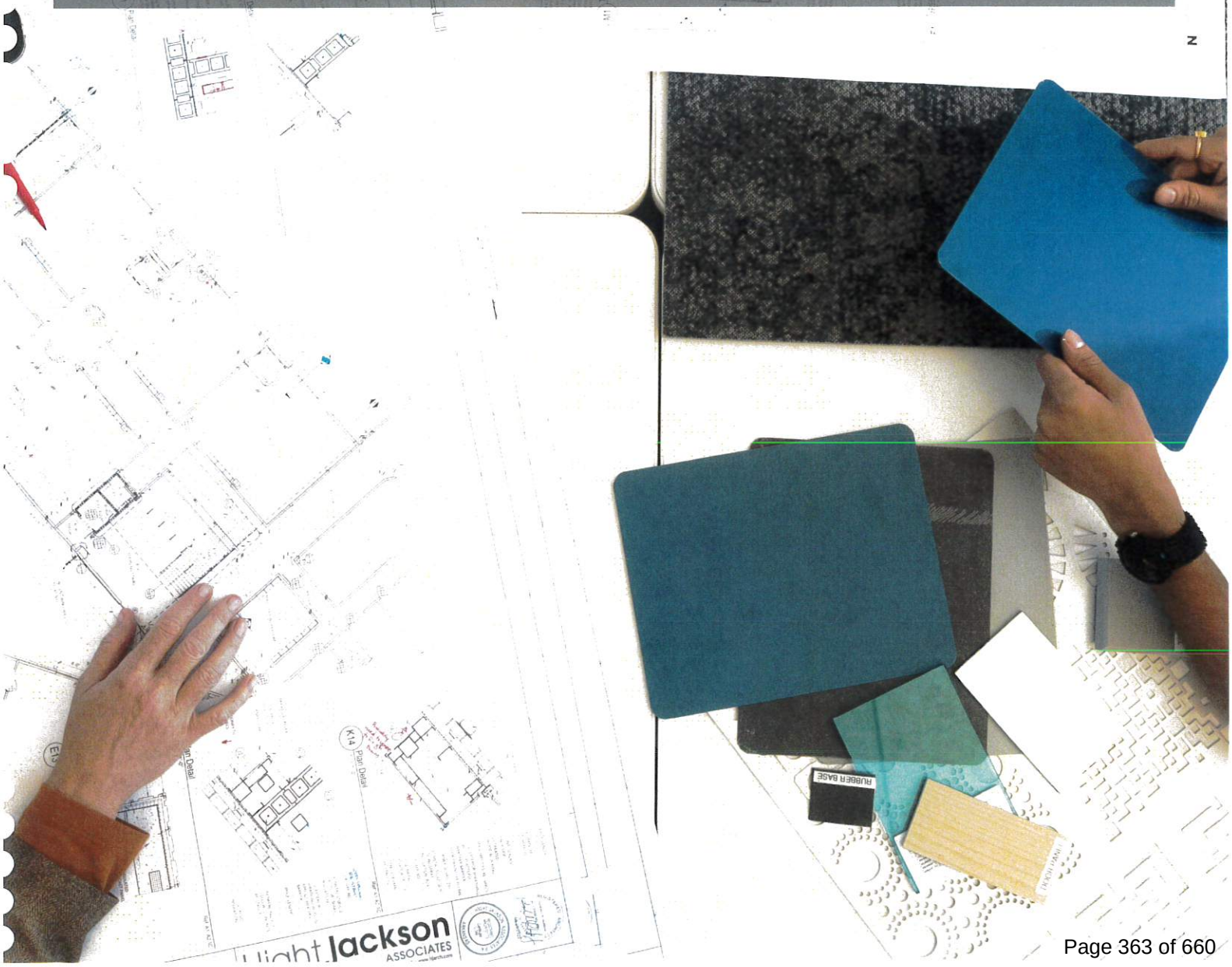
The following summary communicates the firm's planning ability, efficiency and promptness of services and explains our approach to a project.

Communication

Hight Jackson Associates' project organization technique employs the expertise of individuals focused on their specialties, managed and administered by the principal-in-charge and the project architect or project manager. Other professional staff members contribute to the project as architects, specifications writers, interior designers, engineering directors and technical personnel; each communicating information to the principal-in-charge and project manager.

The Owner, Architect, and Contractor/CM must have a clearly defined set of guidelines to achieve a successful project. As coordinator, we initiate and maintain open lines of communication, making sure that site conditions, mechanical, electrical, security, and equipment needs are met. Regularly scheduled review sessions, involving all team members are held to ensure an optimum communication level.

The project manager will be responsible for ensuring that the client's needs are conveyed to the consultants, i.e. structural, civil, and mechanical engineers. The project manager will schedule two review sessions with all consultants with the owner's representative in attendance. These meetings will occur at the end of design development and at 60% completion of construction documents. This will be the time when all disciplines and the owner can have input on the progress and coordination of the project.



Project Estimating and Quality Control/Cost Control During Design and Construction

Hight Jackson Associates has a vast database of documentation tools that allow us to keep oversight on items such as budget or schedule. We proactively work with Owner and Construction Manager on monitoring design and budget status. Normally, a project is budgeted three times during the design phase of the project prior to going to competitive bid. At each stage, the Owner will be at the table to determine whether the design meets the budget or not. At that time, appropriate decisions will be made to adjust design before moving to the next phase.

Hight Jackson implements a "30/60/90" approach to quality control. The principal-in-charge will do a quality control check at three times during document production as well as having daily contact with the project manager. A quality control check at the end of design development (30%), at 60% completion of construction documents, and immediately before final plan issue (90%).

The project manager and/or the principal-in-charge will be at all meetings with the owner and with outside consultants. Once the project is under construction, the project manager or one of the team members will be responsible for RFI's, shop drawings, and field observations.

At each phase of plan review by the principal-in-charge, any required updates of cost of the project would be reviewed and reported to the owner's representative as needed.

Value Engineering

Hight Jackson and our consultants will provide alternative building system components that can be priced by the Contractor/CM or cost estimator. These alternatives will be discussed with the Owner to determine which components present the best overall value to meet their long-term needs.

Sustainable Design Practices

Our design team is committed to the responsible use of energy and natural resources in our profession. We have three team members who have earned the designation LEED Accredited Professional and two team members who are LEED Green Associates. Our team has experience on numerous LEED certified projects.

Since the popularity of LEED construction, we have started implementing LEED design ideas and requirements into most all of our projects. We feel that it gives our clients the best building for energy, comfort, health and safety. Our firm implements a "best practices" approach in sustainable design, considering the possibilities based on the individual project and the owner's budget to incorporate green design whether the building will be LEED certified or not. Our goal is to achieve efficient, adaptable solutions that sustain the natural environment and the people and businesses that occupy the buildings we design.

All of our designs over the last several years meet or exceed ASHRAE 90.1 and the IECC which covers Energy Standards for Buildings. We work hand in hand with our design teams, to ensure that the building envelope, lighting design, and mechanical systems all meet the current energy conservation code requirements, all while staying with in the project budget limits. A few items that affect the architecture of a building that we take into account are envelope and lighting. We design the walls and glass to meet the U-values, set by our engineers, that coincide with HVAC loads and design. Window placement and window shading are also very important in reducing energy consumption. We use LED lighting systems selected and coordinated with windows for daylighting and natural light to reduce light levels and enhance comfort.

All of our buildings are designed to meet or exceed ASHRAE 62.1, which covers Ventilation for Acceptable Indoor Air Quality. We design buildings to have humidity levels at or below 55% RH all while keeping the CO2 levels within ASHRAE limits. Depending on budget this can be accomplished through using a Dedicated Outside Air unit (DOAS) or conditioning the outside air directly through the equipment and using reheat to control humidity. Material selection is critical when limiting the effects of out-gassing from building materials. As a design team, we specify materials with low VOC levels and ensure that materials are installed in the correct sequence in order to minimize these effects.

Scheduling

Hight Jackson has a history of meeting or exceeding project deadlines and delivering a quality project within an established budget. Once we establish the Owner's occupancy date, we can establish the project schedule with a timeline for milestones to be reached.

We require that the Contractor produce a revised schedule at the monthly progress meeting and when submitting their monthly pay application. This ensures that both Architect and Owner remain actively aware of schedule status and can have input if changes to schedule are needed. The principal-in-charge and the project manager will work closely together in determining the scope of work and schedule for the project. The project manager will be responsible for ensuring that the client's needs are conveyed to the consultants, i.e. structural, civil, and mechanical engineers. The project manager will schedule two review sessions with all consultants with the owner's representative in attendance. These meetings will occur at the end of design development and at 60% completion of construction documents. This will be the time when all disciplines and the owner can have input on the progress and coordination of the project.

Information Management and Control System

Hight Jackson Associates uses technology tailored to each project and to the needs of our clients.
Our design team uses Revit, a Building Information Modeling software, allowing us to design with both parametric 3D modeling and 2D drafting elements. The software allows for improved visualization of project design as well as increased coordination of construction documents. Using BIM technology allows us to resolve construction issues long before construction begins, by coordinating structural and MEP systems into the model for review during regularly scheduled team meetings.

In addition to Revit, our team also uses Adobe Creative Suite software, and movie/DVD production software to fully communicate the design of the project to the owner.

Outline of Fee Schedule and Services Included

Hight Jackson works in multiple fee platforms, depending on the needs of the Client. The majority of our work is done on a Percent of Construction Cost basis. The percent is negotiated and agreed upon once the Scope of Work is known. We also can perform work for a set Lump Sum Fee. This fee is agreed upon based on a defined Scope of Work. If scope is added, then the fee might need to be renegotiated depending on the magnitude of the change. Finally, Hight Jackson performs some of our architectural services on a Time and Expense basis. Those fees are calculated based on our current Hourly Rate sheet.

Hight Jackson's Architectural Services include Architecture, Structural Engineering, and Mechanical, Electrical, & Plumbing Engineering. Civil Engineering can also be included in our fee based on the Owner's preference. Other specialty consultants that might be needed based on project scope include but are not limited to, Survey, Geotechnical Engineering, Audio/Visual Consulting, Acoustical Design, and Kitchen Design.

Bidding Strategy and Bid Phase Administration

After completion of construction documents and Owner review, Hight Jackson will assist the Construction Manager in developing bid packages and a project bid date. We will work with the Construction Manager in responding to Requests for Information by the potential bidders. If an Addendum needs to be issued, we will coordinate that work with the Owner and CM. All questions about the construction documents and bidding process will be directed to Hight Jackson and the CM during the bid period. After review by the Owner/Architect/CM, the Architect will be responsible for issuing any necessary bid addenda to the CM for distribution to the bidding contractors. This would include any substantial revisions to the contract documents that may be needed to clarify the information provided in the construction documents for pricing purposes.

The Architect will review the submitted bids with the Construction Manager and Owner when they are received.

Change Order Management/Procedures/Negotiations

Should a construction change become necessary, we would submit a Proposal Request Form to the Contractor/CM and the Owner that details the scope change with any supplemental drawings attached. We require the Contractor/CM to submit a material and labor breakdown for each trade involved in the scope change to the Architect and Owner. After review, if Architect and Owner agree with pricing, a Change Order will be added to the contract, and work may proceed.

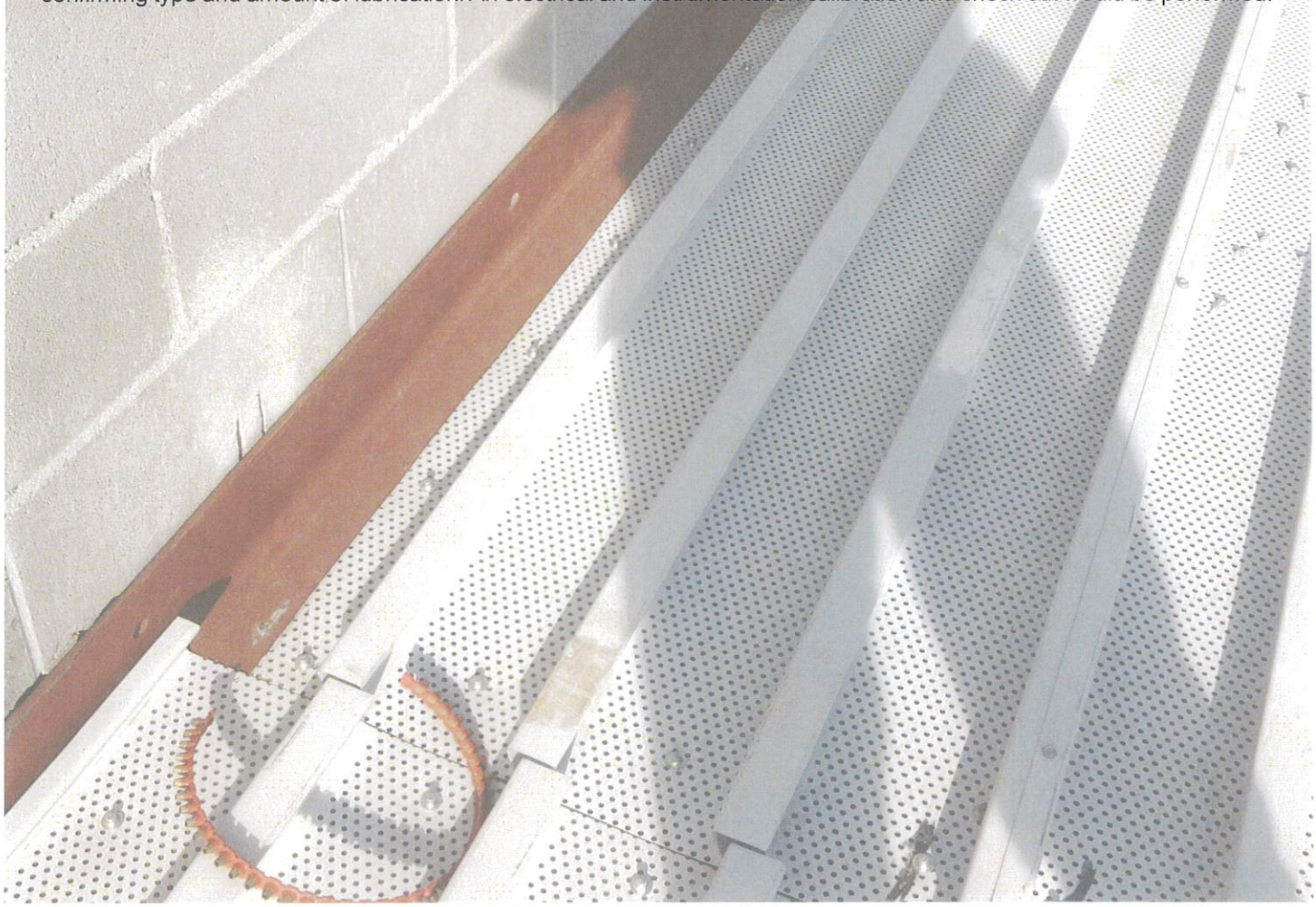
On-Site Supervision

Hight Jackson Associates is always available to visit the construction site on an as-needed basis. Over the life of the project, our team will average being on-site once a week. These visits are more frequent during the beginning of construction when items such as footings are being formed, slabs are being prepped and poured, and underground utilities are being laid. In later stages of construction, our normal schedule of site observations will average once every other week. Our major design consultants will be expected to make site visits at least two times during construction. Because of our relationship with our team, we can request additional visits if the situation warrants.

The principal-in-charge or the project manager will be at all construction progress meetings. We would expect those meetings to occur at least once a month. In addition to the owner's representative being in attendance of these progress meetings, we will provide detailed observation reports after each site visit.

Final Start-Up/Testing/Occupancy/Closeout

The architectural design team works with the MEP engineering consultants to provide equipment start-up data and audits. This process may include partial commissioning or fully commissioning of the building, depending on the directive of the client. We would meet with the Owner to determine specific needs, concerns, and goals, then create a customized checklist based on the identified needs. A mechanical completion audit would include activities such as confirming that the correct equipment was installed properly, checking mounting and safety/protection/access, confirming type and amount of lubrication. An electrical and instrumentation calibration and check out would be performed.



Our procedures for final punch list require the General Contractor or Construction Manager to perform a punch list and have all items completed by the subcontractors before our team will perform our punch list. Once the General Contractor/Construction Manager's punch list is complete, our architectural team will be on site to accomplish our punch list. When we are notified that the architectural punch list is complete and signed off by the General Contractor/ Construction Manager, we will be on site to perform a cursory review of our punch list to ensure that all items have been completed.

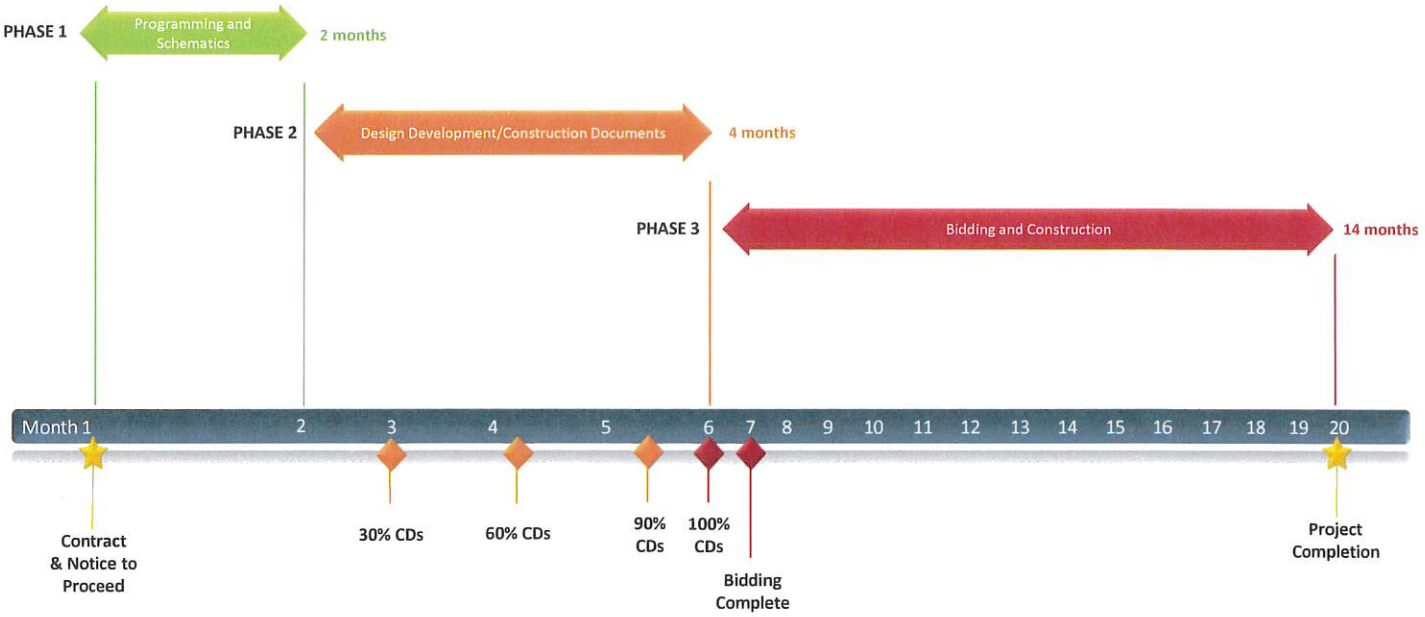
As part of closing a project, we require a thorough set of "close-out" documents. These documents include warranties, as-built plans, operational manuals, etc.

Our commitment to you as client advocate does not end at completion of construction. We are available to you at any time and want to know about questions you may have after the building is occupied. A standard service to our clients is the one-year walk through evaluation which is an opportunity to assess the project after the facility has been in use and to address any concerns.

Compliance, Codes and Regulations

Our team members are knowledgeable of all federal, state, city and local agency regulations and policies related to the scope of services. Hight Jackson Associates serves as coordinator for the Owner and Contractor/CM who complete the team.

ESTIMATED PROJECT SCHEDULE



Appendix

Current Licenses/Certificate of Liability Insurance

Kansas Board of Technical Professions Licensee Details

Demographic Information

Licensee Name: Larry Kenneth Perkin

Location Information

City: BELLA VISTA

State: AR

Zip: 72714

License Information

License Number:	A2749	**License Type:**	Architect	**License Status:**	Active
Originally Issued:	4/7/1983	**Last Renewed:**	7/12/2023	**Expiration:**	6/30/2025
Obtained By:	Examination				

Digital Documents

No Related Licensing Documents

Missouri Division of Professional Registration

PR Home (https://pr.mo.gov/)

Detail

Primary Source Verification

The licensee search function of this website provides data extracted from our database and constitutes a Primary Source Verification.

Licensee Name:	Mevert, Phil
Profession Name:	Architect
Licensee Number:	2019034499
Expiration Date:	12/31/2025
Original Issue Date:	9/4/2019
Address:	Hight Jackson Associates
Address Con't:	5201 W Village Prky, Ste 300
City, State Zip:	Rogers, AR 72758
County:	Unknown/Out of State
Practitioner DBA Name:	
Certification Type:	
Classification:	
Current Discipline Status:	None

SARAH HUCKABEE SANDERS
Governor

DARYL E. BASSETT
Secretary of Labor
and Licensing

State of Arkansas

Arkansas Dept of Labor and Licensing
Board of Architects, Landscape Architects,
and Interior Designers
900 W Capitol Ave, Suite 400
Little Rock, AR 72201
PH (501)-682-3171
https://www.asbalaid.arkansas.gov

5201 VILLAGE PARKWAY
SUITE 300
ROGERS, ARKANSAS 72758

LICENSE #:
C349

HIGHT.JACKSON.ASSOCIATES.PA

IS LICENSED AS
CERTIFICATE OF AUTHORIZATION

Given under our hand and seal this **1st** day of **Feb, 2024.**

This license expires: **01/31/2025.**

SECRETARY OF LABOR AND LICENSING

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 11/13/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
BXS Insurance
8315 Cantrell Road, Suite 300
Little Rock AR 72227

License#: PC-1092395

CONTACT NAME: Michelle Crafton
PHONE (A/C, No, Ext): 501-614-1560
FAX (A/C, No): 501-664-8052
E-MAIL ADDRESS: michelle.crafton@bxsi.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Hartford Fire Insurance Company	19682
INSURER B : Trisura Specialty Insurance Company	16188
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Hight-Jackson Associates, PA
5201 W. Village Parkway, Suite 300
Rogers AR 72758

HIGHASS-01

COVERAGES CERTIFICATE NUMBER: 86800147 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$
	CLAIMS-MADE / OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$
							MED EXP (Any one person)	$
							PERSONAL & ADV INJURY	$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$
	POLICY / PRO-JECT / LOC						PRODUCTS - COMP/OP AGG	$
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE / OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Professional Liability			38OH040866723	11/12/2023	11/12/2024	Per Occurence	$2,000,000
B	Cyber Coverage			ATB-6634958-01	3/14/2023	3/14/2024	Aggregate	$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD 25 (2016/03)

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KINETIC

DESIGN + DEVELOPMENT

DESIGN + DEVELOPMENT

DESIGN TO MOVE YOU *FORWARD.*

Address

2215 W Chesterfield Blvd
Suite 01
Springfield, MO 65807

Contact

Phone : 417-530-4321
Email: ashley.white@kineticdd.com
Web: www.kineticdd.com

We help you navigate the adventure of design and development to move you *forward*.

That's the Kinetic way.

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LETTER OF TRANSMITTAL

LETTER OF TRANSMITTAL

KINETIC
DESIGN + DEVELOPMENT

City of Neosho
203 E Main Street
Neosho, MO 64850

Dear City of Neosho,

I am writing on behalf of Kinetic Design + Development, an architecture and development services firm located in Springfield, MO, to express our sincere gratitude for the opportunity to submit our Statement of Qualifications in response to your Request for Qualifications for the proposed Neosho Public Safety Center. Our firm is deeply committed to fostering positive partnerships within the local community and municipalities. This commitment is reflected not only in our involvement and contributions to community organizations, but also in our approach to development services and projects as a whole.

Members of our team have successfully executed intricate taxpayer-funded projects such as the Christian County Ambulance Headquarters and Ozark Fire Station Number 2. Our team oversaw all public hearings and publications, construction documents, permitting, bidding, construction administration, and grand openings. With our office's south-Springfield location in Chesterfield Village and generous office hours (7:30 am - 5:30 pm Monday-Thursday), our team is both skilled and nimble to accommodate any special considerations this project may present. We excel at ensuring rigorous transparency, accountability, and reportability for these types of municipal projects, and our diverse experience spanning over 40 states provides us with a comprehensive understanding of code compliance. Our team of architects deepen our resources and wealth of knowledge, making us experts in code study.

2215 W Chesterfield Blvd, Ste 01 | Springfield, MO 65807
417-530-4321 | **kineticdd.com**

LETTER OF TRANSMITTAL

In a similar vein, we are the exclusive architect for Global Medical Response (GMR), the largest private supplier of emergency medical services in the country. We've completed 160 projects to date under our current firm's banner, and at least twice that at our previous firm. These projects include operations bases, fire stations, fuel tanks, fleet maintenance, flight simulators, hangars, and helipads for a multitude of entities under the GMR umbrella, such as American Medical Response, Med-Trans, AirMed, Air Evac Lifeteam, Reach Air Medical Services, Rural Metro Fire, Guardian Flight, and Access2Care.

The consultants included in this submittal include:

Great River Engineering
2826 S. Ingram Mill Road,
Springfield, MO 65804
417.886.7171

Business Hours:
M-Thur: 8 am - 5pm
Friday: 8 am -12pm

CJD Engineering
2225 W Chesterfield St Suite 200,
Springfield, MO 65807
417.877.1700

Business Hours:
M-F: 8 am - 5pm

RTM Engineering
3333 E Battlefield Rd Suite 1000,
Springfield, MO 65804
417.881.0020

Business Hours:
M-F: 8 am - 5pm

We believe our experience has given us the tools to be a successful architectural partner for the City of Neosho's needs, and we look forward to the possibility of working with the City on this endeavor should we be chosen. Once again, thank you for considering our firm for this project. We are excited about the possibility of contributing to the growth and development of the City of Neosho.

ABBYE BOBBETT | AIA | NCARB ARCHITECT | PARTNER | COO

2215 W Chesterfield Blvd, Ste 01 | Springfield, MO 65807
417-530-4321 | **kineticdd.com**

WHO IS KINETIC?

ki·net·ic/kə'nedik/

noun · adjective

"Energy relating to or resulting from motion."

dynamic · lively · animated

Kinetic Design and Development was born with a vision to constantly strive to step out of the box of traditional architecture and design. We love working with new, innovative partners to create amazing spaces, projects, and atmospheres tailored to each client's needs and wants. We are only as strong as our team and our most recent project. We are a team of 38 (and still growing) and though we were founded in 2022, we bring a wealth of cumulative knowledge and experience that truly makes us what we are today and what moves us into tomorrow. The firm partners worked together for many years before starting Kinetic and have an extensive, collective background in architecture and development.

KINETIC CORE VALUES

COURAGEOUS AUTHENTICITY

Transparent
Genuine
Credible

DEVOTED TO ADAPTABILITY

Equitable
Flexible
Change Seekers
Balance

COMPASSIONATE SUPPORT

Understanding
Gracious
Forgiving
Humble
Empathetic

DYNAMIC INNOVATION

Forward thinking
Solutions oriented
Place for growth
Energized

APPROACHABLE COMMUNITY

Partnership
Team Players
Value opinions
All voices heard
Grace

PEOPLE ARE OUR PURPOSE

WE HELP YOU NAVIGATE THE ADVENTURE OF DESIGN AND DEVELOPMENT TO MOVE YOU *FORWARD.*

AT KINETIC, WE STRIVE TO FOSTER LONG-LASTING RELATIONSHIPS, CREATING DEDICATED TEAMS FOR OUR CLIENTS TO ENSURE A SUCCESSFUL PARTNERSHIP. AS SUCH, WE HAVE A HEALTHY WORKLOAD WITH A GREAT BALANCE OF CORPORATE PARTNER PROJECTS AND CREATIVE/LOCAL PROJECTS - WITH A ROBUST PIPELINE AND STRONG ROSTER FOR CONTINUED STABILITY.

FIRM LEGAL NAME:
Kinetic Design and Development, LLC

DATE FOUNDED:
August 2022

STATE LICENSES:
42 + Puerto Rico

LICENSED IN MISSOURI:
Yes, Kinetic's License: #2022033789

FIRM SIZE:
35 Full-time employees
3 Part-time employees

INVESTIGATIONS/ DISCIPLINARY ACTIONS:
None

FIRM PARTNERS:
Adam Kreher, Abbye Bobbett, Griffin Bobbett

WHO WE ARE

BRAND STRATEGISTS

Your true design partners, we assess your target audience, your brand, its history and future goals to bring your concept to a reality.

This approach has a proven success rate with our clients. We are a team of great listeners with the tools to answer the unknowns and take what we learn to design with only YOU in mind. We will guide the design process to deliver a bespoke project consistent with your brand values - and do so using all of our creative resources and industry experience with none of our own agenda. We keep YOUR VISION at the forefront and use your goals as the benchmark for success.

COLLABORATIVE DESIGNERS

At Kinetic, we believe that many hands make light work and that many minds make great design.

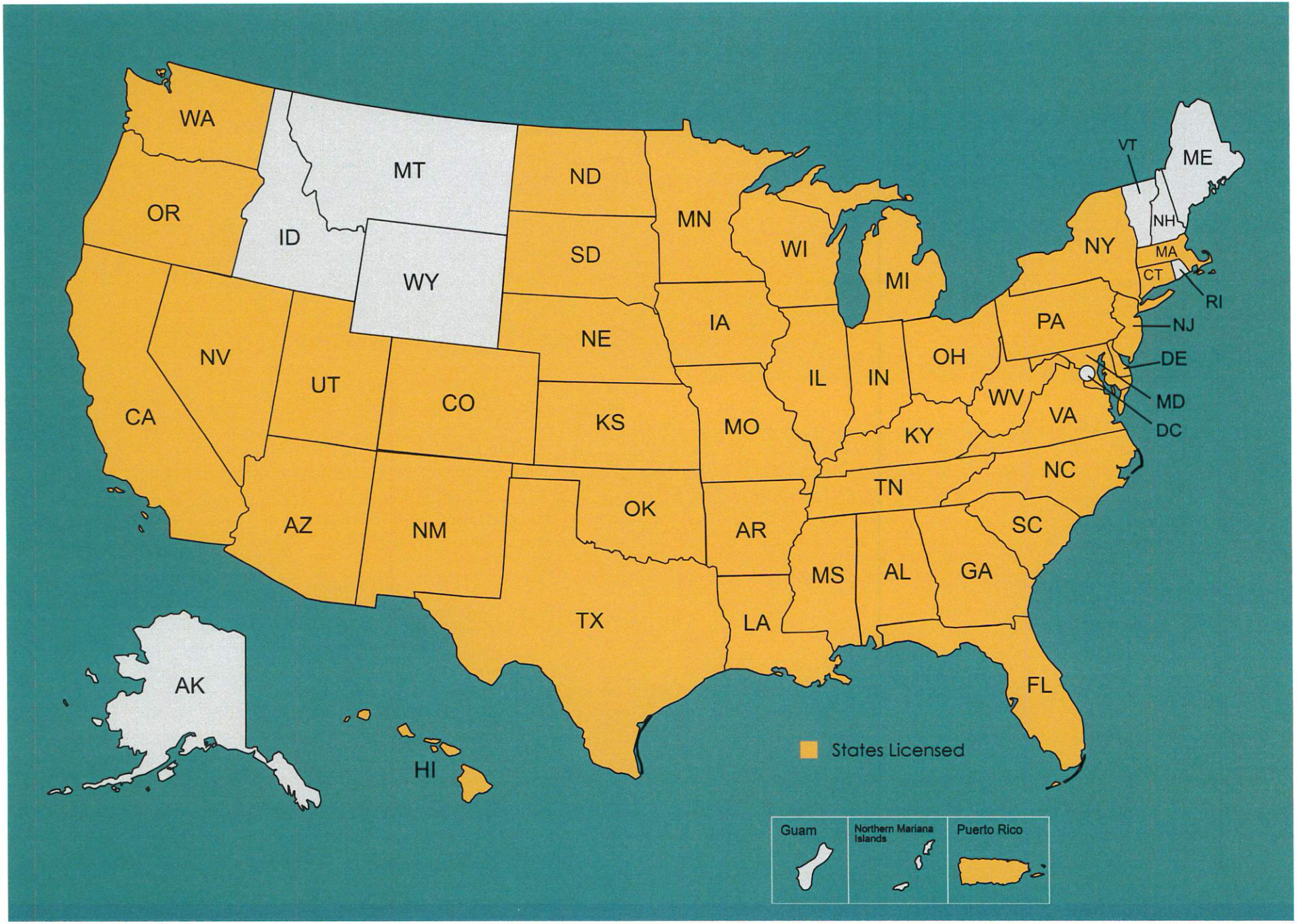
We open up our design charrette process to the entire firm, ensuring everyone with an interest has a voice in the initial design process. This means you're getting the benefit of an entire firm's worth of resources and a wealthy pool of ideas from which we can promote the best of the best to fit your vision.

CONSTANT IMPROVERS

Kinetic Design & Development is a firm which has prioritized communication, with a next-level ability to coordinate and collaborate with consultants.

We pride ourselves on being quick to respond and thorough in our approach, first ensuring all stakeholders participate in design kickoff meetings and charrettes before following up with an outline of major milestones and deadlines. We then organize frequent check-ins to ensure forward momentum on all deliverables, reporting weekly. This level of communication fosters close, collaborative relationships with the team – both engineering teams and design teams. Post-project, we assess practices which worked well and identify areas of improvement, so our processes are constantly improving to deliver the best outcomes for our clients.

WHERE WE'RE LICENSED



CONSULTANTS' EXPERIENCE

GREAT RIVER ENGINEERING
PROJECT UNDERSTANDING

Our qualified consultant team possesses a diverse range of expertise, combining in-depth knowledge, industry experience, and a commitment to continuous learning. Our team excels in understanding and addressing clients' unique challenges, providing tailored solutions that align with industry best practices.

NEOSHO PUBLIC SAFETY CENTER

The proposed location for the new facility will likely be constructed along the Coler and Washington corridor. Our team will work with City staff to determine the most appropriate site placement for the Public Safety Center. Once a site is selected, the first step for the project will be to perform a property boundary and topographic survey of the property to be used for design of the proposed improvements.

Once the design team receives the completed survey, our design lead will coordinate with the Architect to create an initial site plan including the proposed building footprint. The building footprint will be placed on the site in a location that minimizes earthwork while providing the desired circulation for both the Neosho Police Department and Fire Department. Once the building is located on the site, our team will schedule the geotechnical investigation that will include a minimum of four borings for the building and two borings for the site. Once the building has been placed on the site, our design team will detail the parking lot and drive aisle locations on the site as well as any sidewalk that will be required. Once the site plan is complete, our team will share the site plan with the City of Neosho including both the Police and Fire Department as well as the Architect for comments. The design team will address any comments received and proceed with grading the site.

Grading of the site will include stormwater detention to be located on the site. The detention pond will likely consist of a berm and a concrete outlet control structure. We will also investigate utilizing the proposed parking lot for detention in lieu of constructing a detention pond. The next step of the civil design will be to complete the utility plan that will detail the proposed sewer and water services as well as dry utilities (electric and telecom).

The final step of the civil design process will be to complete a landscape plan that meets the requirements for projects in the City of Neosho. Our team will work with the Architect and both the Police and Fire Department to design a landscape plan that meets their needs while also meeting the requirements of the City of Neosho.

Our team will assist with the bidding process including preparation of the contract documents utilizing EJCDC boilerplate documents. During the bidding process, we will be available to answer contractor questions as well as attend the pre-bid meeting and bid opening meeting. We will also assist the City of Neosho Police and Fire Department with reviewing the bids received as well as providing a recommendation for award. Our team will continue to assist during the construction phase of the project. Anticipated activities will include construction staking, construction inspection, RFI coordination, contractor pay application review, site visits, and change order review and processing. We will also perform a final walk-thru at substantial completion and generate a punchlist detailing any repairs needed to the site work.

GRE GREAT RIVER ENGINEERING

GREAT RIVER ENGINEERING

PROJECT EXPERIENCE

CHRISTIAN COUNTY AMBULANCE DISTRICT - OZARK STATION | OZARK, MO

Mr. Chandler served as the Project Manager and Engineer of Record for the new facility. Design for the project included creating a site plan, grading plans, utility plans, storm water detention plans, and creating the specifications required for bidding as well as permitting the project with the City of Ozark. Construction for the project was completed in the Summer of 2022.

GOVERNMENT PLAZA | SPRINGFIELD, MO

Great River Engineering was hired by the City of Springfield to complete a redesign of the parking lot for the Government Plaza in Springfield. One of the design goals was to reduce the impact of the impervious surface and improve water quality. The final design used biorentention basins, pervious pavers, pervious concrete, and pervious asphalt to help reduce run off and filter stormwater.

TANEY COUNTY AMBULANCE - STATION #5 FORSYTH, MO

Mr. Chandler served as the Project Manager for the project. The project includes the architectural and civil engineering design of a new 2100 square foot Ambulance Station. In addition to the design, the project also called for a preliminary design study, bid documents, and construction services. The station amenities include the living quarters, kitchen, bathrooms, exercise room, drive through ambulance parking, storage, and an F5 tornado shelter. The design also includes all mechanical, electrical, plumbing, as well as fire detection and suppression system. Mr. Chandler continued to serve as the Owner's Representative during construction of the project, which was completed in the Summer of 2021.

STRAFFORD FIRE PROTECTION DISTRICT - NEW HOUSE #3 | STRAFFORD, MO

Mr. Lundstrom served as the Civil Engineer of Record for the new $3.5 million facility. Design for the project included creating a site plan, grading plans, utility plans, storm water conveyance plans, and creating the specifications required for bidding as well as permitting the project with the City of Strafford, all while maintaining continuous communication and coordination with fire chief, building architects, MEP engineers, and GRE structural engineers. Construction for the project is on-going and scheduled for completion in late 2024.

GRE GREAT RIVER ENGINEERING

GREAT RIVER ENGINEERING

PROJECT EXPERIENCE

HOLLISTER POLICE STATION | HOLLISTER, MO

Todd Chandler managed the design and construction of Hollister's Police and Public Works Facility, including a 9,500 sq ft building and an 11,900 sq ft pre-engineered metal structure. He oversaw site planning, utility design, and bidding document creation. Additionally, he provided bidding assistance and supervised construction administration tasks, ensuring the project's timely and budget-friendly completion.

OZARK FIRE PROTECTION DISTRICT - STATION 2 OZARK, MO

Great River Engineering was retained by Torgerson Design Partners and the Ozark Fire Protection District to provide site planning and design for the District's 2nd multi-equipment bay, two story fire station. Great River Engineering Staff provided site planning, site grading, landscaping, pavement design, stormwater management, utility extension and layout of the site improvements. Critical site layout elements included both ADA and large vehicle access and circulation routes. Stormwater improvements included the addition of a new onsite water quality basin. Great River Engineering design efforts also included value engineering of site improvements to reduce project costs.

NEW SHERIFF'S BUILDING | WASHINGTON COUNTY, MO

The previous Washington County Sheriff facility was constructed in 1893 and had long since surpassed it's useful life. The existing office structure was demolished, and the new facility built in it's place is approximately 4,000 square foot office space area with a lower-level storage space for evidence storage, etc. The challenges of design included working within the confines of the existing space and making sure we properly tied into the current jail facility adjacent to the existing and proposed buildings. The county, engineer, and architect all worked together to bring this project within the $1 million dollar budget provided by the county commission. Construction for this project was completed in 2023.

GRE GREAT RIVER ENGINEERING

CJD
Engineering | Energy | Innovation

FIRM PROFILE:

CJD is a consulting firm specializing in ENGINEERING and ENERGY services with emphasis on applying INNOVATION in the design and commissioning of mechanical, electrical, and plumbing systems.

Our core philosophy revolves around providing client satisfaction and project success by focusing on effective communication to understand project goals, needs, and expectations. During nearly 18 years of operation, we have focused on providing cost effective and efficient solutions for projects of all types and sizes.

Our client and project portfolio includes a wide range of local, regional, and national clients with projects in the civic, industrial, educational, recreational, healthcare, worship, retail, multi-family, and hospitality market sectors.

PROJECT EXPERIENCE:

- Christian County Ambulance District – Ozark Location
- Christian County Ambulance District – Nixa Location
- St. James Police Department
- St. Robert Fire House
- Owensville Police Department
- Hermann Fire House Renovation
- Marshfield City Hall
- Ozark City Attorney's Office Renovation
- Ozark Public Works Headquarters and Vehicle
- Maintenance Facility
- Ozark Police and Planning Department Renovations
- Carl Junction City Hall
- Republic Police Station Renovations
- ATF Offices – Springfield, MO
- Carroll County Juvenile Justice Center
- Richland Police Department
- City of Springfield Police Headquarters Staff Parking Security Improvements
- Missouri Court of Appeals Renovations
- Springfield Historic City Hall Council Chambers Electrical Improvements
- Chariton County 911 Center – Keytesville, MO
- Crawford County Ambulance Facility – Cuba, MO
- Missouri Highway Patrol Headquarters Crime Lab Renovation – Jefferson City, MO
- Stone County Health Department – Branson West, MO
- Webster County Emergency Management – Marshfield, MO
- West Plains Transit Facility – West Plains, MO

FIRE & POLICE DEPARTMENTS

Barry County Police Administration Building & Jail, Cassville, MO.

Battlefield Fire Station No. 3, Springfield, MO.

Battlefield Fire Station No. 4, Renovations, Springfield, MO.

Brandsville Fire Station, Brandsville, MO.

Christian County Ambulance District, Ozark, MO.

City of Holister, Hollister Police & Public Works Building, Holister, CA.

County of Riverside, Lake Mathews Fire Station #4, Riverside, CA.

County of Riverside, Rancho California Fire Station #73, Modernization & Additions, Temecula, CA. First phase involved new dormitories, showers and restrooms. Second phase consisted of modernization of the existing dormitories and ancillary use areas.

Fair Grove Fire Protection District, Fair Grove, MO.

Logan Rogersville Fire Protection District, Fire Station #2, Rogersville, MO.

Logan Rogersville Fire Protection District, Fire Station #6, Rogersville, MO.

Missouri State Highway Patrol, Troop D & I, Springfield, MO. Renovations.

Ozark Fire Protection District, Fire Station #2, Ozark, MO.

San Bernardino County Sheriff's Department, Forensic Lab, San Bernardino, CA. Addition of laboratory space and separate office space for controlled substance investigators. The project includes evidence processing stations and two vehicle examination bays.

Taney County Ambulance District, New Facility, Taney County, MO.

Western Taney County Fire Protection District, Fire Station #12, Branson, MO.

rtm engineering consultants

CIVIC & GOVERNMENT BUILDINGS

Barry County Health Department, Cassville, MO.

Brentwood Library Addition and Renovation, Springfield, MO.

Clever Public Library, Clever, MO.

East Valley Water District, Administration & Maintenance Buildings, Highland, CA.

Greene County Courthouse, Prosecuters Office, Springfield, MO. Floor analysis.

Greene County Courthouse, Courtroom Renovation, Springfield, MO.

Hesperia Civic Plaza, Hesperia, CA. Preliminary design for City Hall, the Hesperia Branch Library, police department and the County High Desert Government Center.

Illinois American Water Gargage, Belleville, IL.

Macon County Courthouse, Expansion, Macon, MO.

Newton County Judicial Center, Neosho, MO.

Randolph County Administration Building, Huntsville, MO.

Republic Maintenance Building, Republic, MO.

Sparta Public Library, Sparta, MO.

Springfield City Utilities, Renovation of Existing Wash Bay, Springfield, MO.

Springfield Green County Library, Additions, Springfield, MO.

Springfield Public Works, Landfill Facilities East & West, Springfield, MO.

Springfield Clean Water Services Building, Springfield, MO.

Stone County Developmental Board, Office, Reed Springs, MO.

Western Municipal Water District, Administrative Office & Operations Facility, Riverside, CA.

West Plains Transit Facility, West Plains, MO.

REFERENCES

RECORD OF PERFORMANCE & REFERENCES

Jim Furgerson (Client)
Assistant Chief
Western Taney Co. Fire Protection District
jim.furgerson@westerntaneyfire.com
221 Jefferson Rd, Branson, MO 65616
417-334-3440

Jarrett Metheny (Past Client)
Chief
Ozark Fire Protection District
jmetheny@ozarkfire.org
604 N. 3rd Street, Ozark, MO 65721
417-430-7933

Derek Hill (Past Client)
Captain
Ozark Police Department
D.Hill@ozarkpd.org
201 E Brick St, Ozark, MO 65721
417-581-6600

Scott Carroll (Current Client)
Director of Facilities CTI
Global Medical Response
scarroll@gmr.net
4400 Hwy 121, Suite 700, Lewisville, TX 75056
434-996-8748

Kinetic does not have any professional liability or insurance claims made against our firm in the last 10 years.

PROJECT TEAM

TEAM ORGANIZATION

NEOSHO, MISSOURI
CITY OF SPRINGS

KINETIC
DESIGN + DEVELOPMENT

Adam Kreher
Principal Architect

Abbye Bobbett
Principal Architect

GRE GREAT RIVER ENGINEERING

Civil Engineering Firm

David Lundstrom, PE
Development Team Leader

Todd Chandler, PE
Vice President, Development

CJD
Engineering | Energy | Innovation

Mechanical, Electrical, and Plumbing Engineering Firm

Allen Davis, PE

Clayton Forgey, PE

Chad Wegener, PE

Teresa Ehlert, PE

rtm

Structural Engineering Firm

John C. Miller, PE, SE, LEED AP
Principal | Structural

Ben C. Jennings, PE, SE
Principal | Structural

Charles M. Taylor, PE, SE
Structural Engineer

YOUR TEAM LEADERS

ADAM KREHER | AIA | NCARB | LEED AP

ARCHITECT | PARTNER | CXO

BACHELOR OF ARCHITECTURE 2007
DRURY UNIVERSITY

18 YEARS INDUSTRY EXPERIENCE

Through Adam's 18 years of professional practice, he has learned the key to successful projects is having the right teams in place through proven relationships. He is a strong believer in the alignment of personalities and capabilities. Adam believes that "Design" goes beyond building aesthetics. Ultimate project success hinges on the end result of happy clients, proud contractors, and passionate design professionals. Adam has proven his theory by establishing dozens of client relationships that have transpired into life-long partnerships. An example of one such partnership is Global Medical Response, the nation's largest private provider of emergency medical services, which began with a simple renovation of the Air Evac Lifeteam office in West Plains, MO. From that one project Adam grew his relationship with the GMR team, and as such positioned Kinetic as the preferred architect for all projects, spanning California to New York and Hawaii to Alaska. Global Medical Response projects include complex code study and robust feasibility investigations for emergency service operations bases, crew quarters, fuel tanks, flight simulators, and helipads, making Adam & the GMR team adept at code compliance issues and submittal requirements nationwide. By fostering collaborative communication with teams across multiple regulatory authorities, Adam ensures the success of every project.

Adam is an owner and Principal Architect at Kinetic, focusing on project management and design. Adam's knowledge in historic preservation and innovative problem solving make him an expert in renovations. His knowledge of LEED (Leadership in Energy & Environmental Design) allows him to be an integral asset on sustainable initiatives.

ADAM IS LICENSED TO PRACTICE ARCHITECTURE:

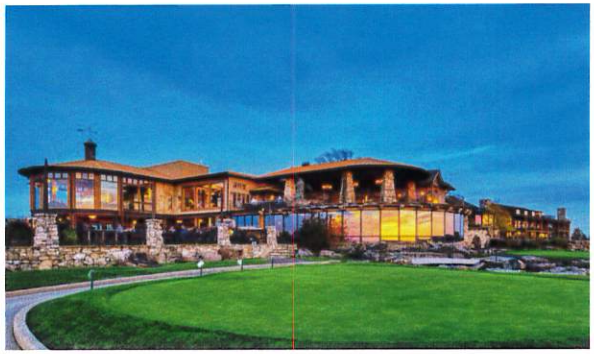
ALABAMA, FLORIDA, ILLINOIS, INDIANA,KANSAS,KENTUCKY, LOUISIANA, MARYLAND, MICHIGAN, MINNESOTA, MISSISSIPPI, **MISSOURI**, NEVADA, NEW MEXICO, NEW YORK, NORTH CAROLINA, OREGON, TEXAS, UTAH, WASHINGTON, AND WEST VIRGINIA.

KINETIC
DESIGN + DEVELOPMENT

Adam's Notable Projects (*completed as the Architect of Record at a previous firm):

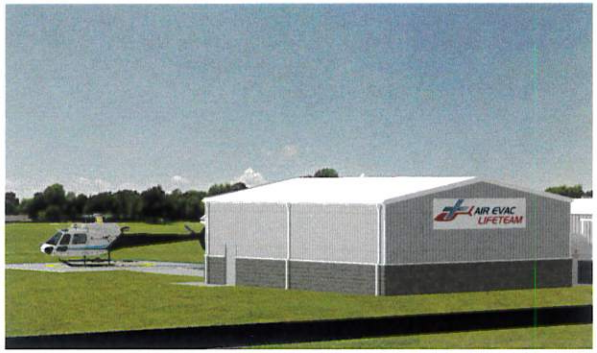
Top of the Rock* (2014-2019) Including: Ancient Ozarks Natural History Museum, Welcome Center, & Cart Barn
Ozark Mill - Finley Farms*
Air Evac Lifetime Heliport
Ozark National Pro Shop*
Thunder Ridge Nature Arena
Mountaintop Clubhouse*
Big Cedar Fun Mountain*
GMR Flight Simulator and Training Facility
Sedalia School District*
Missouri S&T Student Center Renovation*

GMR Flight Simulator and Training Facility - Denton, TX

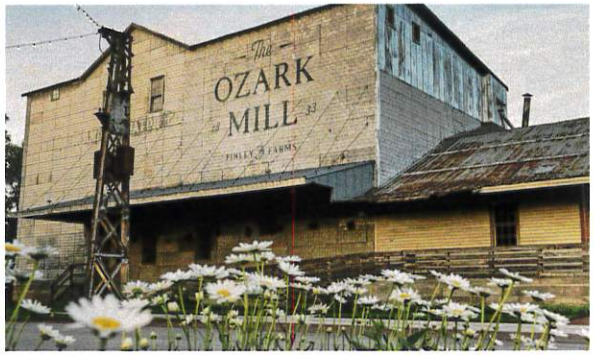


Top of the Rock - Ridgedale, MO

Air Evac Lifetime Heliport - Clarinda, IA



Air Evac Lifetime Heliport - Grove, OK



The Mill at Finley Farms - Ozark, MO

Big Cedar Lodge Fun Mountain - Ridgedale, MO

The Workshop at Finley Farms - Ozark, MO

Air Evac Lifetime Heliport - Big Spring, OK

Tall Tales Bar & Grill - Hollister, MO

YOUR TEAM LEADERS

ABBYE BOBBETT | AIA | NCARB

ARCHITECT | PARTNER | COO

MASTER OF ARCHITECTURE 2017
THE UNIVERSITY OF KANSAS

BACHELOR OF SCIENCE
HOSPITALITY MANAGEMENT 2014
THE UNIVERSITY OF MISSOURI-COLUMBIA

8 YEARS INDUSTRY EXPERIENCE

Working with clients such as Christian County Ambulance District (CCAD) and Ozark Fire Protection District, one of Abbye's strengths is focusing on client relationships and effective communication. Her goal is that everyone, including the design team, owners and stake holders understand the project scope and to make sure the entire team is on the same page, thus ensuring the project gets done in a timely manner and providing a great experience for everyone involved. She is very passionate about forming strong client relationships and making sure that design and organization play a major role in her work.

With a background in Hospitality Management and design, Abbye approaches design work with the mindset of the user experience. Asking questions like "How will the user feel in the space and how will they interact within the space." Understanding these key concepts helps drive the design in the direction of the client's vision, which is the ultimate goal. Working in restaurants and resorts, she's developed a valuable background knowledge in the hospitality realm and hopes to continue researching ways to design exceptional environments and to create distinct facilities and spaces that are memorable for everyone that spends time in them.

ABBYE IS LICENSED TO PRACTICE ARCHITECTURE:

ARIZONA, ARKANSAS, CALIFORNIA, COLORADO, CONNECTICUT, IOWA, MICHIGAN, **MISSOURI**, NEBRASKA, NEVADA, NEW JERSEY, NEW YORK, NORTH CAROLINA, PENNSYLVANIA, PUERTO RICO, SOUTH CAROLINA, TENNESSEE, AND WISCONSIN.

KINETIC
DESIGN + DEVELOPMENT

Abbye's Notable Projects (*completed at a previous firm):

- Four by Four Brewing - Fremont Hills*
- Mitchum Jewelers Renovation*
- Roots Church*
- Missouri S&T Student Center Renovation*
- Village Baptist Church and School Renovation - Fayetteville, NC*
- Ozark Fire Protection District Station #2*
- Mizzou Student Center Master Planning & Renovation*
- Christian County Ambulance District Headquarters*

4 By 4 Brewing -
Fremont Hills, MO

Mizzou Store Master Planning -
Columbia, MO

Venture Church -
Naples, FL

Christian County Ambulance
Headquarters - Ozark, MO

Roots Church Renovation
and Master Plan - St. Clair, MO

Missouri S&T Student Center
Master Plan & Renovation - Rolla, MO

Mitchum Jewelers Renovation
and Addition - Ozark, MO

Village Baptist Master Planning
and Renovation - Fayetteville, NC

Ozark Fire Protection District
Station #2 - Ozark, MO

GREAT RIVER ENGINEERING

TEAM EXPERIENCE

Great River excels in customer service and communication by keeping clients well-informed and engaged. GRE prioritizes clear communication and actively listen to customer feedback, consistently surpassing expectations and building strong relationships.

DAVID LUNDSTROM, PE

DEVELOPMENT TEAM LEADER

David is the Development Team Leader and manages general civil engineering projects. His experience covers all stages from conception and due diligence through final construction. His broad background includes water supply and distribution, wastewater, pumping, stormwater management, road design and construction administration. David has worked across the midwest on various private development projects ranging from single lot commercial facilities to large track residential subdivisions.

TODD CHANDLER, PE

VICE PRESIDENT - DEVELOPMENT

Todd has 17 years of experience in the areas of transportation and civil site engineering, particularly with major highway and site development projects. His experience includes work in the areas of roadway, roundabout, intersection design,stormwater analysis, utility coordination, and site development. Through his work on a wide range of public and private sector projects, He has gained experience providing designs that are practical, aesthetically pleasing, and of high quality.

QUALITY CONTROL & VALUE ENGINEERING

At **Great River Engineering**, quality comes first. With a dedicated team of expert engineers, they ensure top-notch work on every project. From start to finish, they prioritize precision and reliability, earning the trust of clients everywhere. The key to any strong Quality Management Process is to have an officially adopted written document. Our team utilizes a ten page base document for general engineering as our official Quality Management Process. The official title for this document is **"Quality Assurance and Quality Control Program"**. This written document is given to each person on the team and used as a guide for quality control. The goal of the document is to improve quality, reduce re-work, maintain budgets, maintain schedules, and reduce risk for change orders.

Value Engineering is a systematic and organized approach to improving the value of services by examining their functions. It involves analyzing every aspect of a project to find opportunities for cost reduction, quality improvement, or performance enhancement while maintaining or improving the overall function. By focusing on maximizing value while minimizing costs, value engineering helps organizations optimize resources and achieve their goals more efficiently.

GRE GREAT RIVER ENGINEERING

KEY TEAM MEMBER INFORMATION

CJD
Engineering | Energy | Innovation

ALLEN DAVIS, P.E.

Education:
B.S. Architectural Engineering, Kansas State University, 2001
M.S. Architectural Engineering, Kansas State University, 2001

Registrations/Certifications:
Professional Architectural Engineer, Missouri LEED AP

Experience Summary:
Allen has nearly 25 years of experience in design of mechanical, electrical, and plumbing systems. He focuses on project management utilizing experience on projects of nearly all types and sizes, including those in the municipal, hospitality, medical, industrial, business, and educational sectors.

CHAD WEGENER

Education:
B.S. Facilities Management, Missouri State University, 2013

Experience Summary:
While Chad is responsible for design of mechanical, electrical, and plumbing systems, he is particularly well versed in plumbing engineering and design.

He applies an education that is somewhat unique to the systems engineering field to projects of all types and sizes, including those in the municipal, hospitality, business, and educational sectors.

CLAYTON FORGEY, P.E.

Education:
B.S. Architectural Engineering, Kansas State University, 2007

Registrations/Certifications:
Professional Architectural Engineer, Kansas

Experience Summary:
Clayton has worked in the field of mechanical, electrical, and plumbing engineering for 18+ years. He focuses on project management utilizing experience on projects of nearly all types and sizes, including those in the municipal, retail, industrial, general business, multi-family, and educational sectors.

TERESA EHLERT

Education:
B.S. Architectural Engineering, Missouri S&T, 2012

Registrations/Certifications:
Practicing EIT

Experience Summary:
While Tess is responsible for design of design of mechanical, electrical, and plumbing systems, she is particularly well versed in electrical engineering and design. She applies nearly 11 years of experience to projects of all types and sizes, including those in the municipal, hospitality, business, and educational sectors.

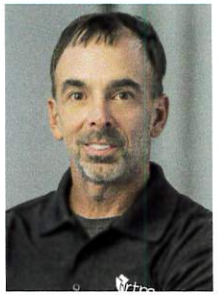
KEY PERSONNEL

John C. Miller, P.E., S.E., LEED AP

Principal | Structural

Education
Masters of Science, 1990, Brigham Young University, Provo, Utah

Registrations
Licensed Professional Structural Engineer in AZ, IL, NV
Licensed Professional Engineer in AL, CA, CT, FL, IN, KY, MA, MI, MO, ME, NY, PA



Ben C. Jennings, P.E., S.E.

Principal | Structural

Education
Master of Science, 1997, University of Missouri, Columbia, MO

Registrations
Licensed Professional Engineer in MO, KS, AR, NE, OK, IA, TN, SC, SD, NC, VA, LA, NM, MI, MS, MN, ND, NJ, GA

Charles M. Taylor, P.E., S.E.

Structural Engineer

Education
Bachelors of Science, Architectural Engineering, 2007, University of Miami, Coral Gables, Florida

Registrations
Licensed Professional Structural Engineer in OK, UT
Licensed Professional Engineer in DE, ID, MD, MO, NH, WV, WY

John brings over 30 years of structural engineering design experience to the team, with expertise in concrete, steel, wood, and masonary design. His portfolio of projects range from simple structural remodels to serving as lead structural engineer for complex high-rise buildings. By taking a hands on approach with each project, he is able to bring his expertise and knowledge to each engineering problem.

Ben brings 25 years of structural engineering design experience to the team, has worked on a wide variety of project types, and enjoys the challenges presented by unique projects. He has found that the relationships built with the design team, owners, and contractors during the course of a job make all the difference.

Charles brings over 10 years of structural engineering experience to the design team with expertise in concrete masonary, steel framing, heavy timber framing, wood framing, tilt up concrete, light gauge steel framing, precast/hollow core and insulated concrete form. His experience includes projects from small renovations up to seven-story hotels.

rtm engineering consultants

SIMILAR PROJECT EXPERIENCE

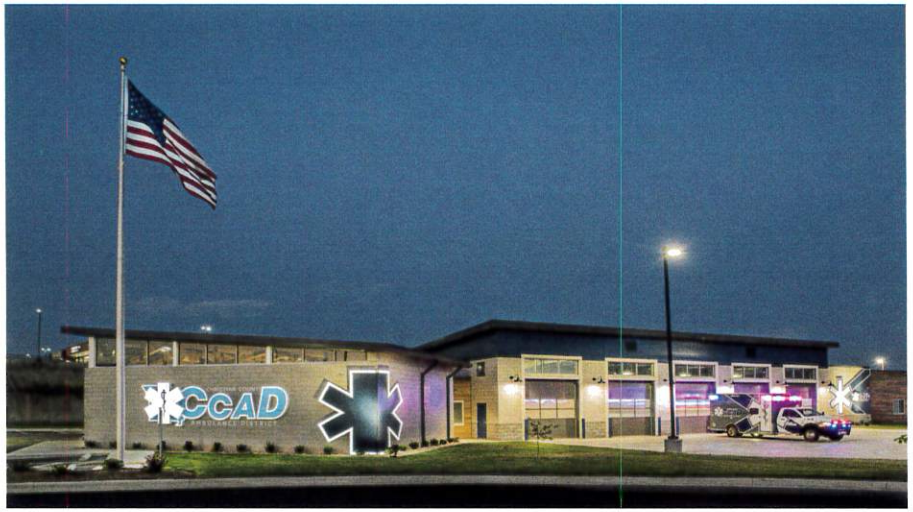
SIMILAR PROJECT EXPERIENCE

Local Municipalities

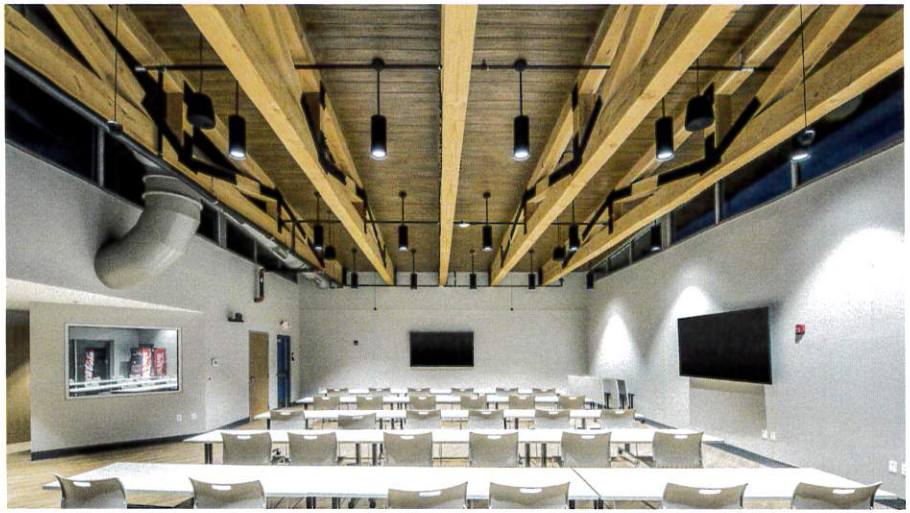
CHRISTIAN COUNTY AMBULANCE DISTRICT

CCAD HEADQUARTERS
OZARK, MO

Our team at a previous firm worked with CCAD's design committee, consisting of leadership, staff, and board members, to analyze space needs, program requirements and design goals. CCAD was relocating its headquarters due to location of calls and speed to calls and the new location was in a central location that provided better response times to serve the community. The program consisted of a community room, new offices for staff, 4 bays for ambulances, and living quarters for crew members. The design concept was 'warm industrial' with an emphasis on the CCAD brand - both in signage and creative elements of their history. Similarly to this project, our team excels at working with public safety entities to hear their vision and put it on paper.



EXTERIOR VEHICLE BAYS



TRAINING ROOM

 *Work completed by Kinetic team at previous firm.

SIMILAR PROJECT EXPERIENCE

Local Municipalities

OZARK FIRE PROTECTION DISTRICT

OZARK FIRE PROTECTION DISTRICT STATION #2
OZARK, MO

Our team at a previous firm worked with OFPD's design committee, consisting of leadership, staff, and board members, to analyze space needs, program requirements and design goals. The program consisted of 3 bays for apparatuses, and living quarters for crew members with a dayroom, fitness room, and kitchen. The design committee was very interested in creating a facility the community would be proud of while still maximizing cost saving measures. The history of the OFPD is very rich and vibrant and the committee wanted to celebrate that in the design. The project ended up at 6,800 SF.

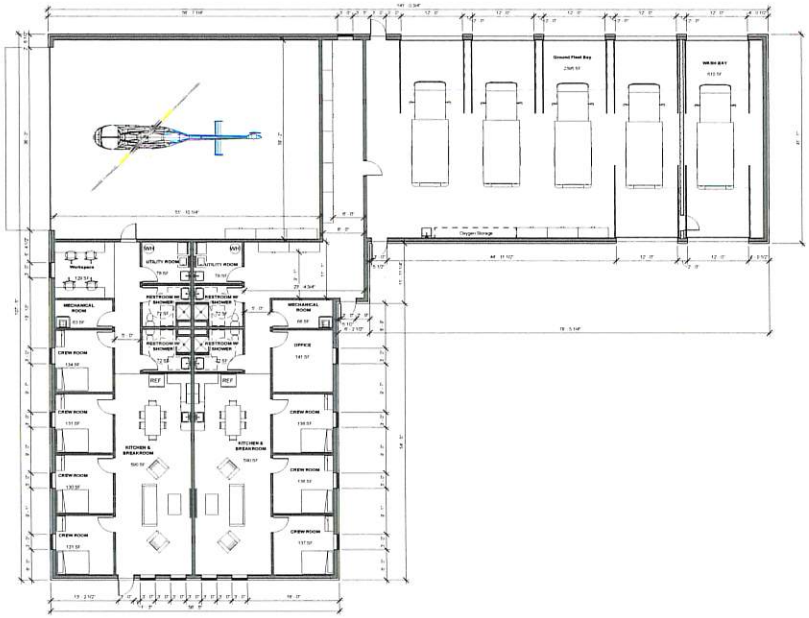
*Work completed by Kinetic team at previous firm.

SIMILAR PROJECT EXPERIENCE

Public Safety Projects

GLOBAL MEDICAL RESPONSE

AIR EVAC LIFETIME HELIPORT
CLARINDA, IA



Kinetic serves as the exclusive architect for Global Medical Response (GMR), the largest private supplier of emergency medical services in the country. We've completed 160 projects to date under our current firm's banner, and at least twice that at our previous firm. These projects include operations bases, fire stations, fuel tanks, fleet maintenance, flight simulators, hangars, and helipads for a multitude of entities under the GMR umbrella, such as American Medical Response, Med-Trans, AirMed, Air Evac Lifeteam, Reach Air Medical Services, Rural Metro Fire, Guardian Flight, and Access2Care.

In 2023 we were selected to design a new 10,000 square foot combined air and ground emergency services base at the Clarinda Regional Health Center. The concept was for an apparatus bay to service five ambulances along with crew quarters for the ground crew, aircraft hangar to service one rotor aircraft including crew quarters for the air crew, shared conference room, and community space for both the air and ground crews.

PROJECT TEAM: ADAM KREHER | AIA
PROJECT SIZE: 10,000 SF.
PROJECT COST: $3,000,000.00.

SIMILAR PROJECT EXPERIENCE

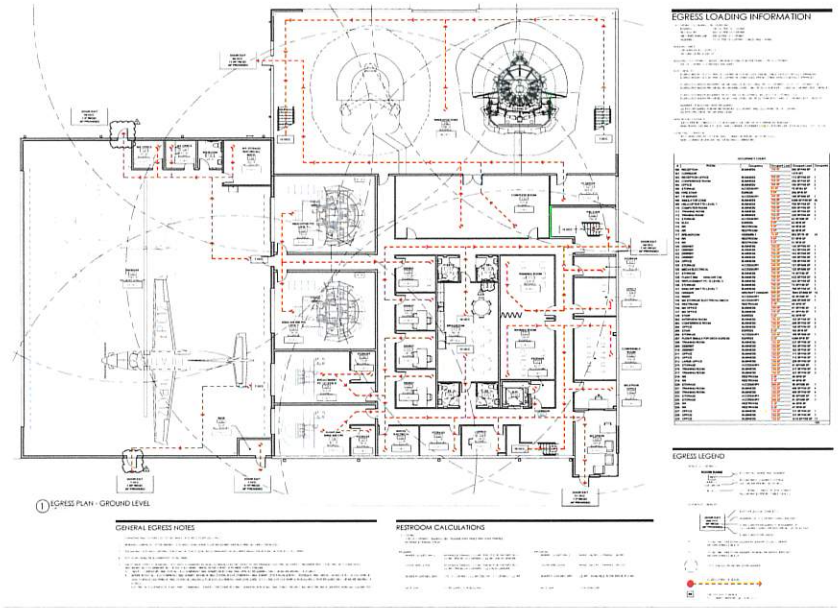
Public Safety Projects

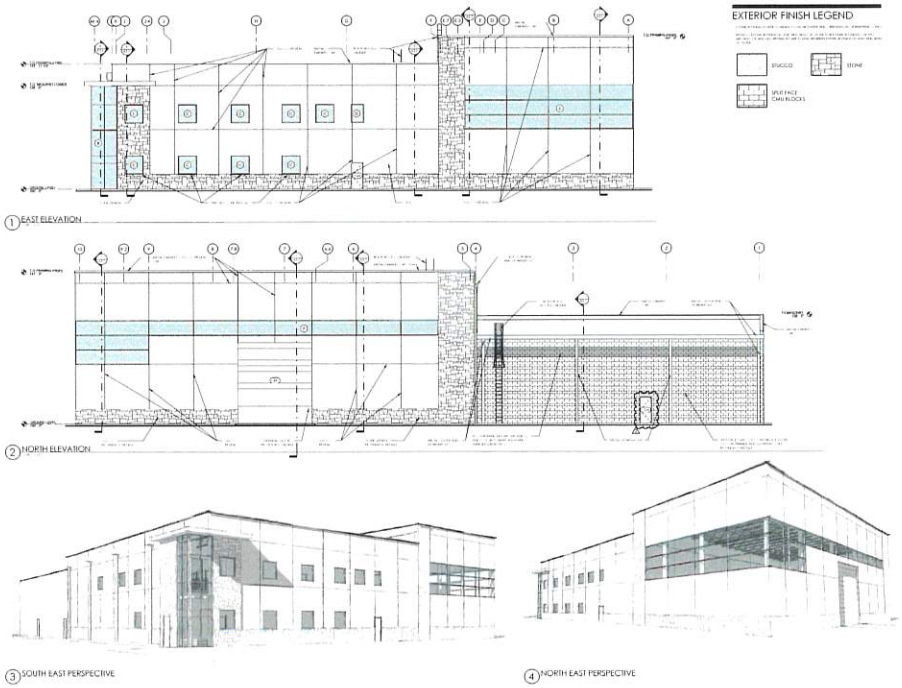
GLOBAL MEDICAL RESPONSE

FLIGHT SIMULATOR AND TRAINING FACILITY
DENTON, TX

In 2024 we were selected for the design and construction of a new 30,000 square foot aviation training facility including a two-story office building, aircraft hangar for smaller fixed-wing aircraft, and a simulation hangar with two aviation flight simulators.

PROJECT TEAM: ADAM KREHER | AIA
PROJECT SIZE: 30,000 SF.
PROJECT COST: $8,800,000.00.





SIMILAR PROJECT EXPERIENCE

Public Safety Projects

GLOBAL MEDICAL RESPONSE

AIR EVAC LIFETEAM HELIPORT
GROVE, OK

Design and construction of a new air emergency services base adjacent to the Grove Ambulance District including a 2,000 square foot aircraft hangar, 40'x40' concrete helipad, 1,400 square foot crew quarters, and above ground fuel system storage and in-ground dispensing facilities to service the Air Evac Lifeteam crew.

The estimated project cost was around $800,000.00 and the final project cost was around $700,000.00.

Design and construction of a new air emergency services base at the Scenic Mountain Medical Center including a 2,000 square foot aircraft hangar, 40'x40' concrete helipad, 1,400 square foot crew quarters, and above ground fuel system storage and in-ground dispensing facilities to service the Air Evac Lifeteam crew.

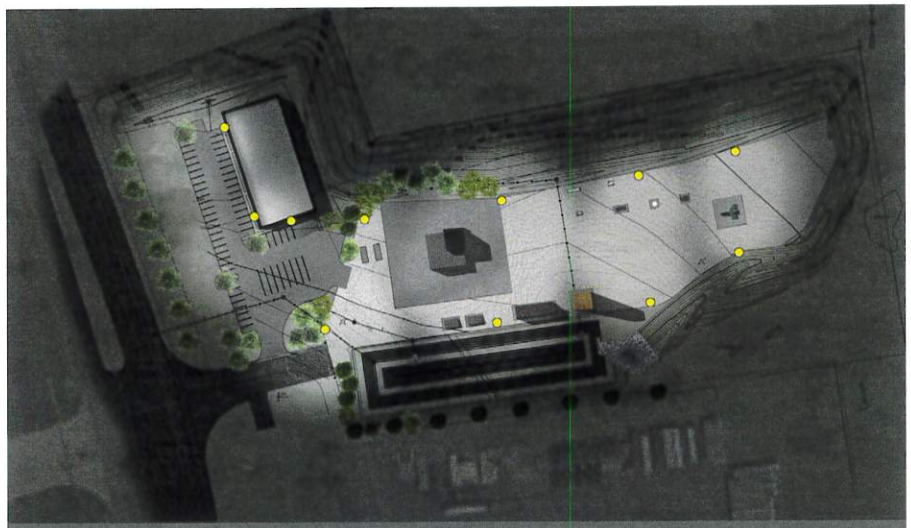
The estimated project cost was around $1,000,000.00 and the final project cost was around $900,000.00.

AIR EVAC LIFETEAM HELIPORT
BIG SPRING, TX

SIMILAR PROJECT EXPERIENCE

Public Safety Projects

KNOX COUNTY FIRE TRAINING FACILITY



RURAL METRO FIRE TRAINING FACILITY
KNOX COUNTY, TN

Design of a new outdoor learning facility with various fire simulations for professional training purposes. Construction of a new building to house apparatus, classrooms, and offices, including site improvements to service the Rural Metro Fire crew. Additional fire simulator apparatus including but not limited to a roof prop, rehabilitation pavilion, tower prop, dumpster fire prop, rope tower, ARFF plane prop, vehicle fire prop, valve approach prop, above ground storage propane tank, and manifold housing structure.

1 - 1,000 Gallon Propane Tank

2 - Valve Approach Prop

3 - Manifold Housing Structure

4 - Vehicle Fire Prop

5 - Trough Prop

6 -Dumpster Fire Prop

7 - ARFF Plane Prop

8 - Rope Tower

9 - Rehabilitation Pavillion

10 - Roof Prop

11 - Tower Prop

12a - Conex Storage
12b - Conex Type Restroom

FIRE SIMULATOR APPARATUSES

SIMILAR PROJECT EXPERIENCE

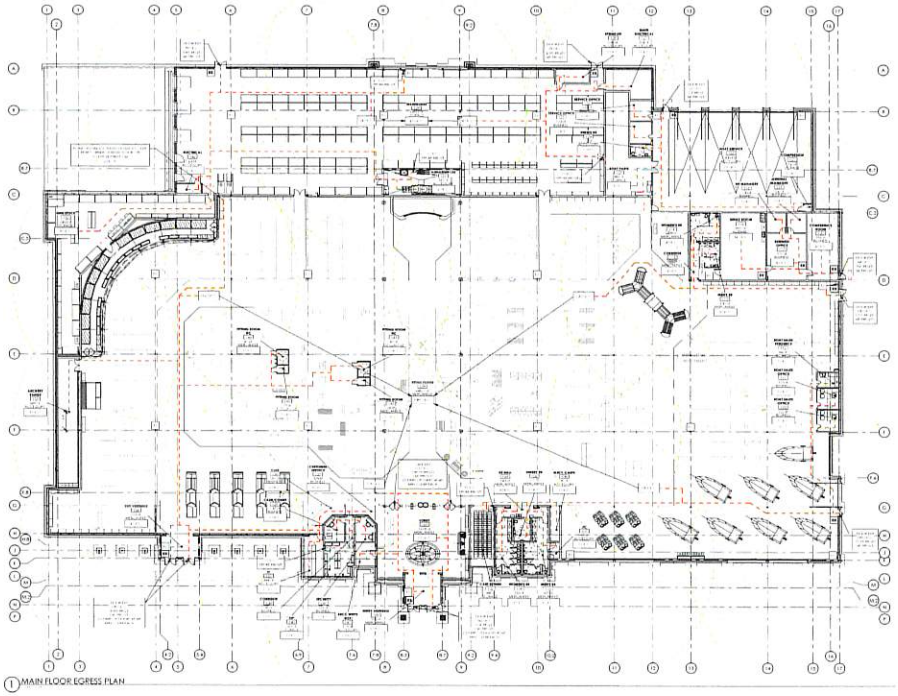
Large Scale, Complex Projects

BASS PRO SHOPS

BASS PRO SHOPS OUTDOOR WORLD
GRAND PRAIRIE, TX

BASS PRO SHOPS OUTDOOR WORLD
ST. JOHNS COUNTY, FL

Our relationship with Bass Pro Shops is one which affords us an opportunity to invest both in our local community as well as the national landscape, with exciting projects such as St. Johns County, FL and Grand Prairie, TX being completed simultaneously with projects like Base Camp's loading dock updates. We love contributing to and supporting the Bass Pro brand and its footprint whenever possible, complimenting our partnership with adjacent brand projects at Thunder Ridge Arena, Big Cedar, and Top of the Rock. From initial site research to architectural drawings, and finally through permitting, we are proud to pave the way for this best-in-class outfitter and champion their commitment to conservation in other communities nationwide.



SIMILAR PROJECT EXPERIENCE

Large Scale, Complex Projects

THUNDER RIDGE NATURE ARENA

THUNDER RIDGE NATURE ARENA
RIDGEDALE, MO

Thunder Ride Nature Arena is a large outdoor venue designed for 20,000+ guests located in Ridgedale, MO. The beauty of the backdrop of the Ozark Mountains and Table Rock Lake inspired the owner to create this nature arena, immersing visitors in the Great Outdoors while enjoying state-of-the-art technology and entertainment with infrastructure hidden and built into the hillside. Rooftop patios and landscaping are cleverly used to maintain that connection to nature. Guest experience was also critical to the owner, and the design evolved over the course of many iterations and was driven by views, paths, and connections that enhance how people interact with the site.

An incredible moment, that was intentionally designed, is walking up the north entry path and reaching the top, the entry structure perfectly frames the first moment seeing the lake beyond.

Our experience working on this project proves our flexibility and fluidity with design. We're not rigid and we make it our mission to find the client's vision and delivering a quality design they are proud of once complete.

APPROACH

THE KINETIC TEAM APPROACH

COORDINATION AND TEAMWORK IS OUR PASSION

Our team includes Architectural Design & Interiors, civil engineering, Structural Engineering, and Mechanical-Electrical-Plumbing Engineering, as well as Cost Estimating and Development Services.

Architectural and Project Lead:

Kinetic will be the project lead and coordinate all disciplines. This gives you ONE point person for all design and engineering through the completion of your project. Abbye Bobbett will be the Principal Architect and your point of contact. Abbye has led many large, complex projects and takes ownership of each project she leads. Our project organization approach involves a Principal Architect, a Project Manager, and a Project Architect. This streamlined structure ensures efficient decision-making and execution, deviating from traditional methods.

DESIGN PHASE APPROACH

NEEDS ASSESSMENT

Needs and fact gathering to fully understand wish list and program needs. Typically start this by identifying a written list. That list is then ranked by committee members to determine priorities and projected timeframe. Next steps are adjacency diagrams to best determine layout for optimal flow.

PROGRAMMING FOR LOCAL MUNICIPAL FACILITIES

Interviews are key to understanding facility needs as well as projected growth. With Kinetic, you'll get our best minds futurecasting needs to design a space that not only functions now, but is optimized for growth as well. We also have staff with previous pedagogical experience to maximize the efficacy of learning spaces and cater to flexible teaching methods and learning styles.

APPROACH TO CONCEPTUAL, SCHEMATIC, DESIGN-DEVELOPMENT, AND CONSTRUCTION DOCUMENT PREPARATION

It all starts with a schedule. Setting timelines and milestones are critical for laying the path for a successful project. We all know that a vision cannot become a reality without having funding in place. To achieve this, we run through a process call "Vision Casting". Once a design has been chosen, Schematic designs will move into Design Development in which engineers are brought on board to work through systems and components which are then finalized through Construction Documents.

ACCURACY OF COST ESTIMATES

PREPARATION & ACCURACY OF COST ESTIMATES

Projected cost is a key component of any project. We'll utilize a local GC to make sure there are no surprises, but furthermore, Kinetic is proud to have advanced construction cost estimation resources at our fingertips. We have an experienced cost-estimator from the construction industry with a vast knowledge of costing as it relates to design - a service that very few architecture firms provide.

We have the ability to get real-time construction budgets at each design stage to help stakeholders understand the cost impacts as the design develops. This is an extremely important part of our process, as the construction climate continues to be volatile. Providing accurate probability costs of construction on our projects is second nature to us.

Christian County Ambulance District Headquarters*
Estimate: $3,271,666
Accepted Bid: $3,261,257
*Project completed at previous firm

Rural Metro Fire Station, Glendale, AZ*
Estimate: $1,617,782
Accepted Bid: $1,635,000
*Project completed at previous firm

Vega Chiropractic
Estimate: $279,124
Accepted Bid: $270,124
*Project completed at previous firm

DEVELOPMENT OF MULTI-MEDIA PRESENTATIONS

In a digital world, it's more critical than ever to deliver an eye-catching story. In doing so, it is our mission to stay on top of the latest technologies and software. Currently our Firm utilizes 3D BIM (Building Information Modeling) to generate realistic concepts. We then render through Lumion for realistic images, animations, and Virtual Reality abilities.

QUALITY CONTROL OF DRAWINGS & SPECIFICATIONS DURING DESIGN PROCESS

Having a GC on board early on is extremely helpful in minimizing surprises. Coordination and review of Construction Documents at 50% and 90% allow questions to be answered and mistakes to be corrected prior to the start of construction, thus minimizing construction Change Orders.

CONSTRUCTION PHASE APPROACH

CONTRACT ADMINISTRATIONS

Back to communication and observation, an active partnership and eyes on the project are critical to quality assurance. Kinetic is practically a neighbor to the City of Nixa thus allowing for quick response times, easy collaboration, and expedient site visits.

COMMUNICATION WITH CONTRACTOR/CONSTRUCTION MANAGER

Communication is everything. Being available and flexible allows projects to stay on track. Kinetic promotes weekly OAC (Owner/Architect/Contractor) meetings which are valuable in aligning all parties with progress, challenges, and updates.

PROJECT CLOSE-OUT & QC

PROJECT CLOSE-OUT

Substantial completion at the end of the project allows the committee, facilities, architect, and contractor to walk the project, prepare a punch list, and document deficiencies to be corrected prior to final close out. At this time all warranties and manuals are to be delivered to Client.

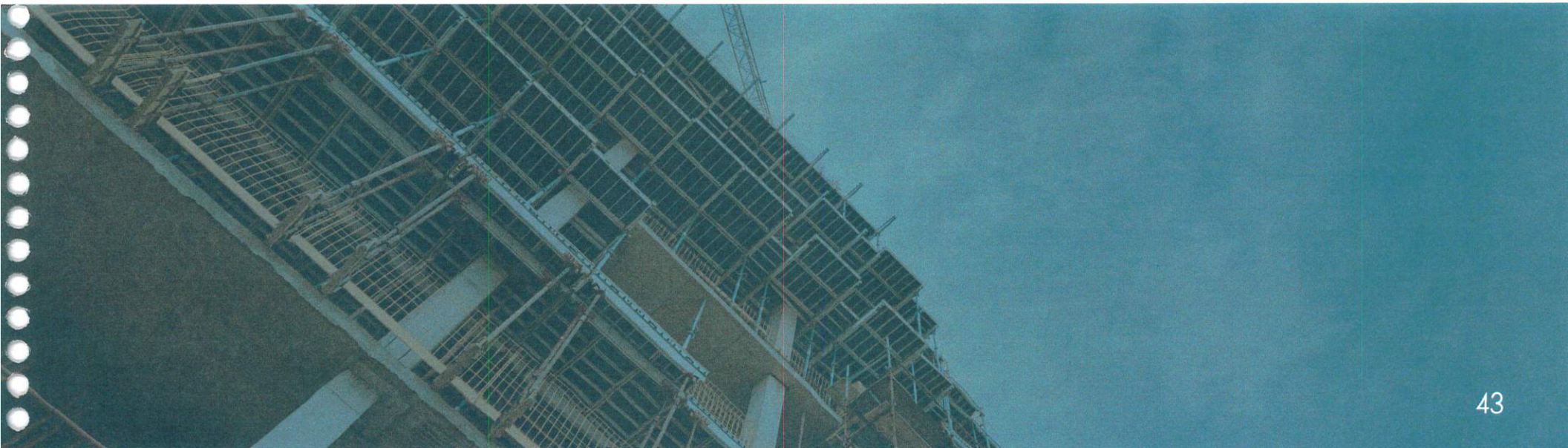
QUALITY CONTROL

Site observation, submittal reviews, and overall communications are the best methods for quality control during construction. Kinetic takes an efficient approach by connecting the right people to the problems to craft the right resolutions - and quickly - thus ensuring minimal delays and targeted solutions.

EXPERIENCE WITH CODE REVIEW, ADA ACCESSIBILITY & UNIVERSAL DESIGN

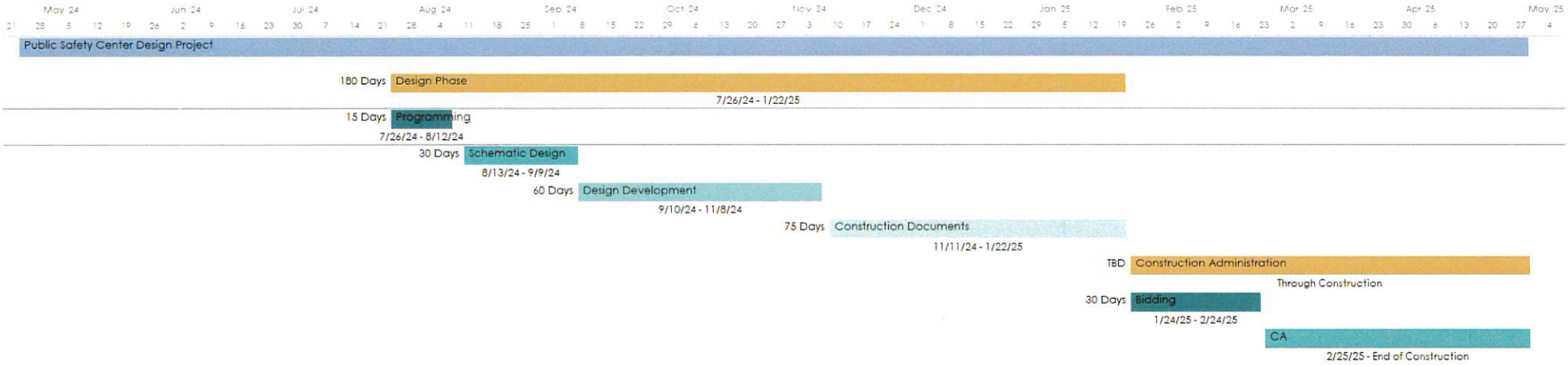
Having licensure and projects in over 40 states, Kinetic Design and Development has acquired extensive knowledge in understanding local, state, and federal codes including universal accessibility standards. In addition to traditional practice, Adam (while partner at a previous firm) has over 10 years serving as an AHJ plan reviewer for the City of Ozark, City of Nixa, City of Nixa, City of Battlefield, and Christian County Building Departments. The countless hours committed to the reviews and code research of innumerable projects, has allowed the diversification and understanding of code knowledge. This makes Kinetic a leading expert in code compliance and permitting regulations.

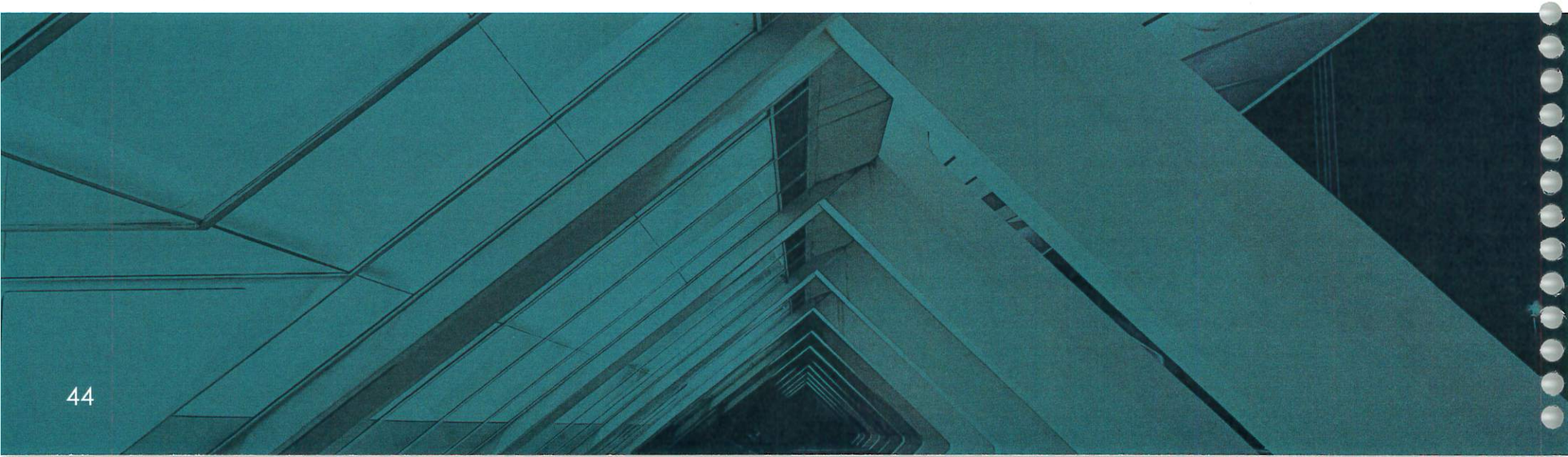
Kinetic is driven to create a legacy of providing documents that are easy to read, compliant with all local jurisdictions and requirements, and accurate. Our team has a large amount of pride in what we do and strive for excellence in all we do for our clients, this is seen as a high level of professionalism in all municipalities we work in.



LEVEL OF EFFORT

Our team utilizes Microsoft Excel to craft detailed project schedules not only for this project, but other high-profile projects as well, such as our Thunder Ridge project in Branson and our latest Bass Pro Shops project in Florida. By maximizing Excel's formulas and maneuverability, these schedules are able to provide Gantt-chart views of the timelines associated with the phases of design, as well as any submittals or review processes required. Kinetic brings a collaborative approach to these schedules, ensuring all stakeholders are aware of the timelines and pivoting as needed throughout the project to reflect timely and accurate schedules.





CONFLICT OF INTEREST INFORMATION

There are no conflicts of interest for this project with our proposed project team.

COMMUNITY MINDED

Being community-minded is an organic component of our individual staff members' personal passions, and therefore it is a key element of our firm identity as well. As such, we have incorporated into our core values the phrase "We give Compassionate Support". This means we foster compassion, empathy, and understanding for our neighbors and strive not only to meet our clients with this type of support but also to find ways in which to give back to our community. We value being hyper-local in our contributions, finding ways in which we can champion other members of our community because we believe it fosters a better place to live for all. We would love to partner with more Springfield-based businesses for architectural projects to further demonstrate our commitment to local community development which enhances our hometown.

PROVEN EXPERIENCE WORKING WITH MUNICIPALITIES ACROSS THE COUNTRY

Fostering positive partnerships within the local community and municipalities is a passion for our firm, not only through our involvement and contributions to community organizations but also in our company's approach to permitting and projects. In our scope of work as part of our previous firm, we successfully executed intricate taxpayer-funded projects such as the Christian County Ambulance District's new Ozark facility and the new Ozark Fire Station, overseeing all public hearings and publications, construction documents, permitting, bidding, construction administration, and grand openings. The rigorous transparency, accountability, and reportability of these types of municipal projects is not unfamiliar to us, but rather is something at which we excel, and we look forward to exercising our abilities even further with this project should we have the opportunity.

Furthermore, our Development Services department prides itself on building a productive rapport with the municipal officials for permitting purposes in multitudinous cities across the nation, making our team a trusted resource for large developers looking to build multiple projects – so much so that they followed us from our previous firm. Our knowledge of the processes and timelines involved ensures we meet client expectations and makes permitting go more smoothly overall in cities/counties where we've built these working relationships. We are familiar with the City of Neosho's processes and reviewers, and continue to grow our rapport with each local project we are awarded. We look forward to working with the City of Neosho with this project and believe we'd make excellent architectural partners should you so choose.

PEOPLE ARE OUR PURPOSE.

Partner with us to discover what's possible for the City of Neosho.

KINETIC

DESIGN + DEVELOPMENT

DESIGN TO MOVE YOU *FORWARD.*

Address

2215 W Chesterfield Blvd
Suite 01
Springfield, MO 65807

Contact

Phone : 417-530-4321
Email: ashley.white@kineticdd.com
Web: www.kineticdd.com

STATEMENT OF QUALIFICATIONS
FOR ARCHITECTURAL SERVICES FOR

NEOSHO PUBLIC SAFETY CENTER

PARAGON
ARCHITECTURE

LETTER OF TRANSMITTAL

April 26, 2024

Dear David Kennedy and the Neosho Public Safety Center Selection Committee,

At Paragon Architecture, we are driven by a shared mission to create lasting, positive impacts within the communities we serve. With approximately 80% of our clients being public entities, we have cultivated a deep understanding of the unique needs and challenges faced by municipalities. We are particularly thrilled about the opportunity to collaborate with the City of Neosho on the development of the new Public Safety Center. This project isn't just about constructing a building—it's about honoring Neosho's downtown, a hub of the community's history and growth. As stewards of community development, we see this endeavor as an opportunity to contribute to something much bigger than ourselves—a cornerstone of safety, resilience, and community pride for generations to come.

Paragon understands the unique challenges that public entities face. That's why we've assembled a team with considerable technical expertise and in-depth knowledge of public building projects in the Southwest Missouri region, including numerous projects right here in Neosho. In fact, we've completed dozens of projects in Neosho alone, ranging from large-scale developments to smaller, community-focused initiatives. Our familiarity with the area and our track record of successful projects underscore our commitment to delivering exceptional results for the City of Neosho and its residents.

Our project team will also include Tessere, an esteemed architectural consulting firm, with whom we have previously partnered on various public safety projects in surrounding communities, when they were known as GLMV Architecture. Tessere will play an important role in the programming and schematic design phases of the Police Department side of the facility, bringing their extensive experience and innovative solutions to the table. Additionally, they will serve as peer reviewers or consultants on matters related to security, holding facilities, and other critical aspects of the project.

Our team at Paragon recognizes the importance of collaborative design, focused effort, and effective project management. With extensive experience in Public Safety projects, we bring not only technical expertise but also a deep understanding of the operational needs, well-being, and safety of firefighters and staff. Our professionals, comprising some of the most innovative architectural and engineering minds in the region, recently completed construction on Joplin Fire Station No. 7 and are actively collaborating with the City of Buffalo on their new Regional Training Facility. We understand that there is no one-size-fits-all solution, and we are committed to co-creating a new headquarters that meets the evolving needs of the Fire Department, Police Department, and City.

Our commitment to the Neosho community runs deep, reflecting our dedication to its growth and prosperity. Over the years, we've been privileged to contribute to various projects that have enriched the fabric of Neosho's community life. From collaborating with Crowder College to enhance educational facilities to partnering with the Neosho School District on initiatives that promote learning and innovation, we've been actively involved in projects that directly benefit Neosho's residents.

Noteworthy among our recent endeavors is the establishment of the Neosho School District's new Agriculture facility, providing students with modern learning spaces to cultivate their skills and passions. Additionally, we're proud to have played a role in the transformation of the Historical Haas Building downtown into RISE Elementary. Currently, we're working closely with the district and city to develop the adjacent property from RISE Elementary. These projects represent our ongoing commitment to community-driven development, where each endeavor is a testament to our shared vision for Neosho's future.

We are in the field of architecture to make a positive impact on the communities we serve, and this type of project is aligned with that passion and is hallmarked by the opportunity to also serve in one of the communities in which we live. The success of the City of Neosho is important to us. Paragon planted roots in Southwest Missouri back in 2010 because we love this region. This is our home, and we look forward to working with you on this project as we continue to make a positive impact in our communities, together.

As a follow-up from our team's meeting, we are looking forward to further discussions about how our expertise and commitment can contribute to the success of the Neosho Public Safety Center. Our team has a clear understanding of the scope of work as outlined in the scope of services portion of this request for qualifications. Provided the opportunity, we'll ensure quality, collaboration, and support from start to finish and beyond. Being selected for an interview would allow our team to address more specific challenges and priorities of the project. We look forward to the opportunity to meet with you to demonstrate how Paragon Architecture can help the Neosho Public Safety Center become a reality.

Sincerely,

Brad Erwin
President & Principal Architect
erwin@paragonarchitecture.com

1310 S. Main Street // Joplin, MO 64801
637 W College Street // Springfield, MO 65806
www.paragonarchitecture.com
(417) 885-0002

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01

FIRM PROFILE

"Since we had worked with you all on other projects, we were hoping early on that Paragon would actually win the bid for this project too. I think it goes back to your core values. We've already worked with you in the past and know what we'd be getting. It makes you stand out that we are happy customers. It's just been a pleasure working with you all."

— Chief John Hubbard,
City of Joplin Fire Department

Springfield Regional
Police & Fire Training Center

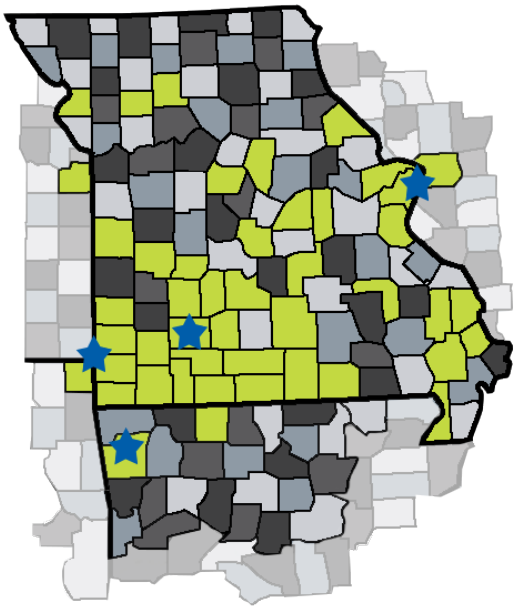
ABOUT PARAGON ARCHITECTURE, LLC

Paragon Architecture is a limited liability company that got its humble start in 2010, and has been in business for 13 years now. Our team of 31 passionate architects, interior designers, and administrative staff, spans four locations and provide flexible design solutions and project management services for a variety of clients across the state of Missouri.

As a firm, Paragon Architecture has continued to grow since its inception in 2010 and our reach continues to increase year after year. We provide architectural services to an array of clients throughout Missouri and the surrounding area. We have offices in Springfield, Joplin (2012), St. Louis (2017), and Northwest Arkansas (2023) with our headquarters in Springfield, MO.

With a focus on building relationships, many of our partnerships result in long-term relationships. In fact, from 2018-2023 80% of our work came from repeat clients!

Paragon Architecture has project experience in the counties highlighted in green on the map to the right.



Office Locations:

637 W College St. • **Springfield, MO** 65806

1310 S Main St. • **Joplin, MO** 64801

4660 Maryland Ave Ste. 250 • **St. Louis, MO** 63108

100 W Center St Ste. 302 • **Fayetteville, MO** 72701

NATURE OF WORK

Paragon Architecture provides architectural services for non-profit entities, municipal governments, counties, healthcare providers, school districts, higher education facilities, park boards, and corporate clients throughout the region. We have experience in new buildings as well as renovation design, including LEED certified design and FEMA 361 safe room facilities. The Paragon Approach™ brings the whole team to the drafting table, fusing the client's needs with the firm's architectural knowledge and our consultant's wisdom. United by creative thinking and a focused expertise in design, our cohesive team provides a collaborative approach based upon proactive project management, which guides each client from concept to programming, through to design, construction, and post occupancy.

CONFLICTS OF INTEREST

// At present, Paragon Architecture maintains a clear stance free from conflicts of interest with the City of Neosho. Our company has implemented policies and procedures to ensure that any potential conflicts of interest are identified and addressed promptly. As of now, there are no business activities or ventures undertaken by Paragon Architecture or any of our associates or employees that could lead to conflicts of interest with the city.

COMPANY PHILOSOPHY

CORE VALUES: RELATIONSHIPS | FAMILY | COMMUNITY | INTEGRITY | SERVICE

Paragon Architecture, LLC has a simple, but profound mission: **IMPACT OUR COMMUNITIES THROUGH SERVICE LEADERSHIP WITH THE PUREST INTENT.** We strive every day to #BeTheSherpa for our clients. In fact, it's our in-house motto. Those three words evoke the idea and image of what applying the Paragon Approach™ correctly looks like. It's who we are and why we partner with public entities again and again on projects.

WHAT IS A SHERPA?

A Sherpa is a person who helps others climb seemingly impossible mountains. They are highly skilled and experienced climbers, paid to prepare the route for foreign climbers to follow, fix ropes in place, check oxygen levels and carry the necessary climbing kit up the mountain. More than that, they fully understand the challenges ahead and humbly work alongside their climbers to ensure a successful journey.

WHAT IT MEANS FOR PARAGON

We feel that Sherpa work is a great model for how we work in our office and with our clients, from project start beyond completion.

Our mountains are our projects, our climbers are our clients, and we are the Sherpa. #BeTheSherpa reminds us to think and serve selflessly, to keep our client's goals in mind and, ultimately, that it's not our mountain — it's yours.

LET US BELAY FOR YOU

We'll coordinate oxygen checks throughout your projects. We'll teach you about effective programming and empower you to make decisions that make sense for the City of Neosho. We'll help you reach your architectural summit and guide you safely back down again. It's our job to make sure your projects are as successful and enjoyable as possible. We're ready to climb. **Are you?**

TESSERE

FORMERLY GLMVArchitecture

OUR **REINVENTION**

For over a century, TESSERE has been impacting communities as a full-service design firm offering Architecture, Interior Design, Civil Engineering, and Landscape Architecture. Here, each employee holds the title of owner, which means that every person is a crucial thread that intertwines into the fabric of our innovative and lasting environments. We believe we can enhance communities through our authentic relationships and creative collaboration. Together, we strive to be leaders in designing an exceptional world.

OUR **CORE VALUES**

AUTHENTIC

COLLABORATIVE

DRIVEN

CREATIVE

OUR **MARKETS**

GOVERNMENT

CIVIC + CULTURAL

COMMERCIAL

EDUCATION

HEALTHCARE

AUTOMOTIVE

AVIATION

OUR **SERVICES**

We're **your go-to team for all things design**, offering a full range of services to see your project through from start to finish. We're not just a design firm; we're your collaborative partners, putting your project and needs at the heart of everything we do.

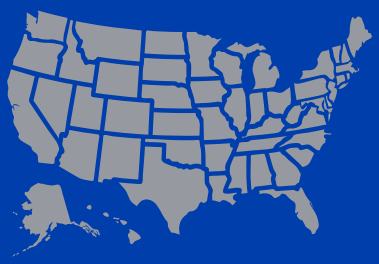
Our approach is a mix of creativity, know-how, and genuine care, ensuring that we truly understand what you're looking for. Our diverse team of professionals brings a fresh perspective to your project, **working together to meet your unique needs.**

- MASTER PLANNING
- INTERIOR DESIGN
- LANDSCAPE ARCHITECTURE
- CIVIL ENGINEERING
- HISTORICAL PRESERVATION
- ARCHITECTURE
- SUSTAINABILITY
- VISUALIZATION

OUR **DIFFERENTIATORS**

OVER 100 YEARS OF INDUSTRY EXPERIENCE

EST. 1919



NATIONWIDE SERVICE

100% EMPLOYEE OWNED

02

PROJECT EXPERIENCE AND REFERENCES

> The Paragon team put in the time and effort to meet with multiple people to determine what needs to be solved. It is their personal touch, desire to accomplish the best solution, and personal investment in our college that separates him from others with whom I have worked.

— Jim Cummins, Superintendent
Neosho School District
Former Vice President of Finance
Crowder College

Joplin Fire Station No. 2

CITY OF SPRINGFIELD //
REGIONAL PD/FD TRAINING CENTER

Paragon Architecture was the Project Architect for a new 28,400 square foot Police and Fire Training Center addition to Springfield's existing Southside Police/Fire Station No. 6. The project also included 6,600 square feet of training classrooms infilled into the existing basement. This training center is comprised of training classrooms, a weight room, locker rooms and a two story situation training room with an elevated catwalk for instructor observation. Outdoor training stations such as, rappel stations, training ladders, elevated door and window recovery and multiple outdoor classrooms are also designed into the building. This state of the art training facility not only provides traditional classroom instruction opportunities, but also direct simulation experiences which are an integral part of police and fire training.

* Paragon Architecture co-project managed this project as an architecture consultant with Buxton Kubik Dodd Design Collective.

COMPLETION DATE:
June 2012

SIZE: 35,000 SF

CONSTRUCTION COST:
$4,637,245

LOCATION:
2620 W Battlefield
Springfield, MO 65807

CONTACT:
Louie Morrow, 417.864.1000

PROJECT ARCHITECT:

PARAGON
ARCHITECTURE

POLICE

CYBEX

TRAINING
NOTABLE
FACILITY
2013 STATIONSTYLE DESIGN AWARDS

CITY OF JOPLIN //
JOPLIN FIRE STATION NO. 7

Joplin Fire Station No. 7 stands as a modern three-bay facility featuring drive-through bays that house the City's apparatus fleet, primarily serving the dynamic southeast corner of Joplin. Leveraging our experience in completing Station No. 2 for the City in preceding years, Paragon actively engaged firefighters from Station No. 2 in the meticulous design process of Station No. 7.

This collaboration aimed to refine the prototype station, incorporating valuable feedback right from the outset. The newly constructed facility boasts comprehensive amenities, including comfortable living quarters designed to accommodate a crew of six. In addition to the essential bays, the station encompasses a full-sized kitchen, a welcoming day room, functional offices, a state-of-the-art decontamination suite, and a well-equipped fitness center.

> *There's not a part of that station that I would change. I mean, it's everything that you could ever want. It has plenty of room for personnel to move around and integrate with each other on a daily basis.*
>
> *- Fire Chief Gerald Ezell*
> *City of Joplin, MO*

COMPLETION DATE:
November 2023

LOCATION:
6720 E. 30th St.
Joplin, MO 64804

PROJECT CONTACT:
Chief Gerald Ezell
(417) 624-0820 ext. 1300

CONSTRUCTION COST:
$4,173,093

SIZE: 8,860 SF

PROJECT ARCHITECT:

PARAGON ARCHITECTURE
+
TESSERE
FORMERLY GLMVArchitecture

7

ENGINE 2
E2
ENG 2 INE

7

CITY OF JOPLIN //
JOPLIN FIRE STATION NO. 2

Joplin Fire Station No. 2 replaced one of two fire stations that was lost in the devastating tornado that struck Joplin in spring of 2011. Paragon design Station #2 based on the prototype concept that was developed by CR for Joplin Station No 6. With a similar look, the City's image is unified and the station will fit seamlessly into the community. The scale of this new facility was reduced to include two bays, living quarters for five personnel, and appropriately sized living and support facilities, this 7,400 SF station is an efficient, practical solution designed to meet a stringent budget. This station incorporates a turnout gear room designed to double as a storm shelter, fitness room, living/dining/dayroom, five dorm rooms, alarm room, and decontamination room. Although not a LEED project, the station incorporates many sustainable design concepts and features common to LEED certified projects.

COMPLETION DATE:
November 2013

LOCATION:
2825 W Junge Blvd
Joplin, MO 64801

PROJECT CONTACT:
Former Chief Jim Furgerson,
(417)439-0789

CONSTRUCTION COST:
$1,632,156

SIZE: 7,300 SF

PROJECT ARCHITECT:

PARAGON
ARCHITECTURE

Completion of this facility occurred ahead of schedule and under budget. I directly attribute this to the professional manner which both Jessica and Brad displayed during the construction process. This station stands as a model for future construction and design of our continued recovery from the 2011 tornado.

— Mitchell D. Randles, Former Fire Chief
City of Joplin, MO

STATION DESIGN AWARDS
FIREHOUSE
CAREER NOTABLE 2014
Joplin Fire Station No. 2
JOPLIN, MO
ENGINE 2
E2
ENG 2 INE

JOPLIN
FIRE STATION
2

CITY OF LEBANON //
FIRE STATION NO. 3

To adequately protect its growing population, the City of Lebanon needed to add a third fire station to their protection district. The Lebanon Public Safety Center is comprised of a fire station, fire district main offices, and an emergency dispatch call center. The apparatus bay includes space for three fire engines and is designed to be expanded into four bays in the future if needed. The facility's design was closely coordinated and programmed with the city to result in a cost-effective solution to emergency services architecture without sacrificing space or function. One way that the team was able to intertwine the public identity into the design is by using the local school district's black and gold colors in place of traditional fire station 'red' like you might expect. One more tremendously notable design detail is located near the entryway, where Lebanon had Paragon design an area that would bring special attention to an American flag on the wall above an I-beam section from the 9/11 World Trade Center displayed beneath. Chief Sam Schneider noted, "This is Lebanon's first new station since the 1970s, and we wanted to focus on the service that firefighters have given to the community and the country."

COMPLETION DATE:
July 2022

LOCATION:
1300 Ivey Lane
Lebanon, MO 65536

PROJECT CONTACT:
Michael Schumacher
417-991-2301

CONSTRUCTION COST:
$3,000,000

SIZE: 10,385 SF

PROJECT ARCHITECT:
PARAGON ARCHITECTURE

Fire Apparatus
MAGAZINE — 06.14.2023
Published online in
The Station Features

LEBANON

CITY OF SHAWNEE //
FIRE STATION 71 & 73

Following a comprehensive study of the existing fire department headquarters, Fire Station 71 and satellite Fire Station 73 for the City of Shawnee, Kansas, the TESSERE team has been planning and designing comprehensive renovations and expansions to both facilities. The study process included detailed programming and information gathering, existing analysis of sites and facilities, concept floor and site plan options for each facility, design quality narratives, and close collaboration with the Construction Manager who provided cost estimates for the basis of project funding for the subsequent full design and construction project.

Both municipal fire and County EMS are included in the projects, and Hot Zone and immersive design strategies are both at the forefront of the design to provide contaminant control between apparatus bays and living quarters as well as to address behavior health and resiliency using natural materials, daylighting, and bunking strategies to mitigate sleep deprivation. Improving site circulation and separating apparatus from public traffic was also an important goal for the City of Shawnee. Bringing modern fire station design thinking and providing the necessary administrative and operational functionality to aged and limited facilities presented unique challenges as the facilities did not have provide the necessary space or adjacencies to easily support improvements. A focus on health and wellness of the crew was paramount in the development of the design solutions. The exterior of both facilities is also being improved to provide a more consistent image and follow the City's municipal facility design style standards.

COMPLETION DATE:
Station 73: Completed March 2024
Station 71: In Progress

SIZE:
38,000 SF Station 71
12,000 SF Station 73

CONSTRUCTION BUDGET:
$20 million (For Both Stations)

LOCATION: Shawnee, KS

CONTACT:
David Wolff, Battalion Chief
11110 Johnson Drive
Shawnee, KS 66203
913.238.1702

PROJECT ARCHITECT:
TESSERE
FORMERLY GLMVArchitecture

MEDIC
TRUCK 73
FIRE
73
STATION

PATROL EAST POLICE STATION // WITCHITA, KS

COMPLETION DATE:
Design 2019 (Delayed due to pandemic)
Construction est. 2024

SIZE: 22,080 SF

CONSTRUCTION COST: $8.85 million

LOCATION: Witchita, KS

CONTACT:
Jeff Meyers, Construction Division Manager - Facilities, City of Wichita
316.268.4406
jmyers@wichita.gov

PROJECT ARCHITECT:

TESSERE
FORMERLY GLMVArchitecture

The Wichita Police Department identified the need for an updated and expanded facility to accommodate the growing local police force. The existing Fire/Police facility was originally built to serve approximately 30-40 personnel. The new patrol station will have a building footprint of approximately 25,000 SF, divided into staff office spaces, staff, work, and secure evidence storage space, locker areas, secured reception and holding cell space, and public waiting. The patrol briefing room is also designed to serve as a community storm shelter.

Scope change due to the pandemic exposed the importance for in-house training opportunities. Therefore, a large multipurpose squad room was incorporated as a space to be used as both a gathering space for employees, but also to be utilized for training purposes both active and classroom style.

TESSERE participated in the initial study design for future neighborhood stations. This study was conducted to align current and projected staffing studies, as well as modern police practices, to develop a concept plan that will be used as a template going forward with not only the Wichita East Police Patrol Station, but other neighborhood stations as well.

The project is being delivered under the Construction Management delivery method with TESSERE participating in the selection process as a non-voting advisor. The projects are currently in the construction documents phase with an early Guaranteed Maximum Price established at $8,850,000.

LAW ENFORCEMENT TRAINING CENTER // WITCHITA, KS

COMPLETION DATE:
November 2017

SIZE: 60,000 SF

CONSTRUCTION COST: $10.9 million

LOCATION: Witchita, KS

CONTACT:
John Tomblin, Ph.D.
VP for Research and Technology Transfer,
Wichita State University
316.978.5234
tomblin@niar.wichita.edu

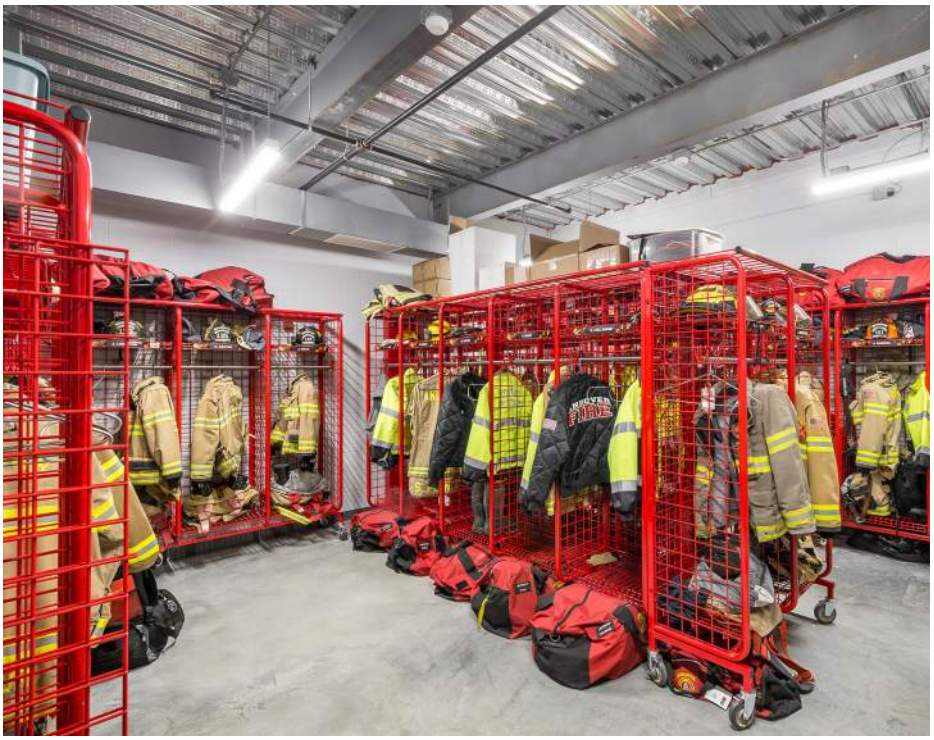
PROJECT ARCHITECT:
TESSERE
FORMERLY GLMVArchitecture

The Law Enforcement Training Center is designed for the Sedgwick County and City of Wichita police forces as well as the new Center for the Criminal Justice Department of Wichita State University. Located on the WSU Innovation Campus, this 60,000 SF center provides training for new cadets and classrooms for the Criminal Justice Department. Each end user had unique requirements.

Extensive collaboration was needed to meet building security standards for each entity, and disaster readiness for the fully functioning 911 call center.

The first floor includes tactical training and fitness rooms, emergency services backup/training, crime scene incident rooms and quartermaster's room for the Wichita Police Department and Sheriff's Department. The second floor provides classrooms for law enforcement. The classrooms for the Criminal Justice Program, which includes the Regional Community Policing Institute and Midwest Criminal Justice Institute, are located on the third floor.

FIRE STATION NEW BUILD & REMODEL // ANDOVER, KS



COMPLETION DATE:
Station 1: In Progress
Station 2: Completed in November 2023

SIZE:
12.000 SF Station 1
16,000 SF Station 2

CONSTRUCTION COST
$8.5 million per station

LOCATION: Andover, KS

CONTACT:
Chad Russell
Fire Chief/Critical Care Paramedic Chief,
316.733.1863, crussell@andoverks.com

PROJECT ARCHITECT:
TESSERE
FORMERLY GLMVArchitecture

Following a comprehensive study of the existing fire department headquarters, the team planned and designed both a new headquarters facility and renovations to their existing facility. The existing facility is obsolete, could not support modern firefighting apparatus, and limited the size and quantity of apparatus that could be utilized for firefighting operations. The study process established ideal functional requirements, critical adjacencies, and space needs. The study process also serves as benchmark for future development of new satellite fire stations for the City.

As the study project evolved and in consideration of a rapidly growing population and the limitations of the existing station, it was determined that a new 16,000 SF fire station and headquarters was in the best solution. A site was identified and evaluated for suitability for the station. The 12,000 SF existing station would be renovated to address deferred maintenance issues, reorganize the floor plan for better efficiency, and impart current design standards to the greatest degree feasible.

Both municipal fire and County EMS were included in the projects, as well as limited on-site training. Funding for the station was requested through a 2021 ballot measure. TESSERE supported that effort by providing marketing collateral for the project's design including floor plans and photorealistic renderings and animations as well as assisting the City with cost estimating to provide a realistic understanding of cost for the community.

GREAT BEND JUSTICE CENTER // GREAT BEND, KS

COMPLETION DATE:
In Progress

SIZE: 20,000 SF

CONSTRUCTION COST: $7.9 million

LOCATION: Great Bend, KS

CONTACT:
Kendal Francis
City Administrator, Great Bend, KS
620.793.4111
kfrancis@greatbendks.net

PROJECT ARCHITECT:
TESSERE
FORMERLY GLMVArchitecture

TESSERE worked with the City of Great Bend, Kansas, to provide comprehensive programming, design, and construction phase services for their new Police and Courts Facility. The existing facility had been built in 1938 and was beyond its useful life.

TESSERE's services commenced with a comprehensive programming process to gain an understanding of the operational needs of the police department and the municipal courts division. Growth of the City and department personnel was considered to allow for at least twenty years of growth. With programming complete, TESSERE worked with stakeholders to determine the City's vision for their future and how the project could reinforce how Great Bend would grow and evolve over time. With funding secured, the design team worked with stakeholders to refine the design, develop technical documents, and support the City during the construction of the project.

The project included separate public lobbies for both police and courts, secure records and court clerks office areas, a courtroom with a capacity of 50, administrative and investigative offices, briefing/squad room that doubled as the storm shelter, locker and fitness areas, secure evidence storage, and a police garage. The site had been identified prior to the selection of design and construction teams and was limited in size and included a municipal well water pump station house that needed to remain in place. Careful consideration of all site constraints and available utilities was required to fit the building and required parking on site.

CITY OF BUFFALO //
REGIONAL TRAINING FACILITY (IN PROCESS)

Paragon Architecture has partnered with the City of Buffalo, engaging closely with municipal officials, including the mayor, police and fire department representatives, and other key stakeholders. Our primary objective was to understand the city's requirements for a new Public Safety Building, considering both operational needs and budget constraints. Through a series of meetings, we collaboratively explored various design options and site considerations, aiming to develop a practical and cost-effective solution.

PRELIMINARY DESIGN PROCESS:

During the initial phase, we conducted thorough discussions to identify essential features and functionalities required for the Public Safety Building. These discussions informed the creation of multiple program options and site proposals. Our approach prioritized efficient space utilization while ensuring alignment with the city's vision. These preliminary design concepts laid the groundwork for subsequent development stages.

CURRENT PHASES:

Having completed the preliminary planning, our focus has shifted to realizing the project objectives. The Public Safety Building aims to serve as a responsive hub for police and fire services, with provisions for future expansion. Additionally, the facility will incorporate elements of a regional training center, fulfilling grant funding requirements. Given budget constraints, we are designing the building to function initially as a satellite station for both police and fire departments.

Our design strategy emphasizes scalability, enabling seamless integration of future enhancements as additional funding becomes available. This pragmatic approach ensures the building's long-term viability and adaptability to evolving needs. In essence, our collaboration with the City of Buffalo reflects a pragmatic and purpose-driven effort to deliver a functional, cost-effective, and future-ready Public Safety Building that serves the community's needs effectively.

COMPLETION DATE:
In Progress

LOCATION:
Buffalo, MO

PROJECT CONTACT:
Brandon Kenall, Mayor
417-345-2791

SIZE:
To Be Determined

SCOPE OF SERVICES:
Preliminary Programming
Design Documents
Construction Documents
Bidding Administration
Construction Administration

PROJECT ARCHITECT:
PARAGON ARCHITECTURE

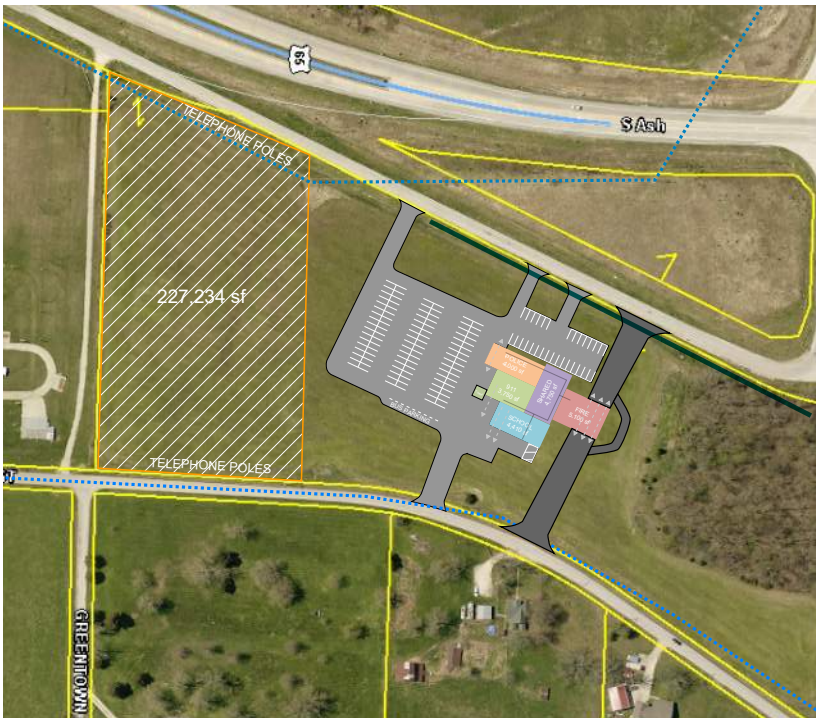
PROGRAMMING EXAMPLE:

Proposed Program
Buffalo Public Safety Center
22-758
3/22/2023

Departments	# of People	SF/Person	Qty.	SF	Total SF
POLICE DEPARTMENT					
Chief Office	1	200	1	200	200
Administrative Assistant Office	1	200	1	200	200
File Storage			1	60	60
				Subtotal	**460**
FIRE DEPARTMENT					
Fire Chief Office	1	200	1	200	200
Equipment Storage			1	300	300
Bunk Rooms	1	100	4	100	400
Day Room with Kitchen			1	800	800
Restroom + Shower	1	80	2	80	160
Locker Room			2	100	200
Pull-through Vehicle Bay			3	1100	3300
				Subtotal	**5360**
SHARED SPACES					
Lobby			1	100	100
Public RR	1	80	2	80	160
Reports Room (PD & FD)	4	75	1	300	300
Janitorial Space			1	100	100
IT/Server Room			1	100	100
Mechnical Room			1	100	100
				Subtotal	**860**
EDUCATION - SCHOOL ENGAGEMENT					
Classroom	60	28	1	1700	1700
Chair Storage			1	150	150
Additional Restrooms	4	63	2	150	150
Pull-through Vehicle Training Bay			1	1100	1100
				Subtotal	**3100**
SITE ELEMENTS					
Generator					
Employee parking - Police					
Employee parking - Fire					
Fire Apparatus Egress/Ingress					
Bus Drop Off					
General Public Parking					

Net Assignable SF	70%	**9780 SF**
Circulation/Walls	25%	**2445 SF**
Gross SF	95%	**12225 SF**
MEP Requirements	5%	**611 SF**
TOTAL BUILDING AREA	100%	**12836 SF**

SITE LAYOUT PLANNING:



WESTERN TANEY COUNTY //
FIRE STATION PRELIMINARY PLANNING

COMPLETION DATE:
September 2023

CONSTRUCTION COST:
To Be Determined

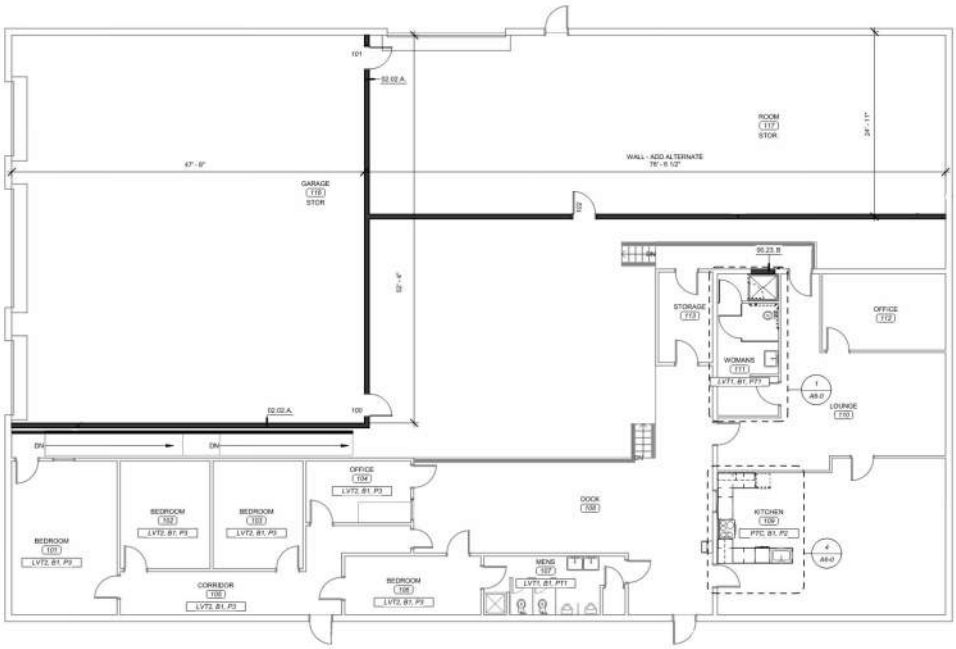
LOCATION:
221 Jefferson Road
Branson, MO 65616

CONTACT:
Chief Chris Berndt
417-334-3440

PROJECT ARCHITECT:
PARAGON ARCHITECTURE

The Western Taney County Fire Department project began by planning for new facilities on a difficult, irregular site without nearby utilities. With various needs like administration, maintenance, and specialized training spaces, we first laid out a solid plan before diving into architectural design. This ensured smart decisions from the start, saving time and avoiding changes down the line. The end result of the project was a clear roadmap for the Fire Department's future development, setting them up for success and adaptability when they choose to proceed with the project.

CITY OF LEBANON //
REMODEL FOR AMBULANCE SERVICES



COMPLETION DATE:
July 2020

CONSTRUCTION COST:
$130,000

LOCATION:
100 Harrison Ave
Lebanon, MO 65536

CONTACT:
Michael Schumacher,
417-991-2301

PROJECT ARCHITECT:
PARAGON ARCHITECTURE

Paragon worked with the City of Lebanon on the infill and renovation of an existing building to house the Lebanon EMS. The scope of work included separating the apparatus bay from the living quarters. The kitchen was also renovated, allowing for a larger dining room space. The living quarters and restrooms now feature updated fixtures.

LACLEDE COUNTY // EMERGENCY CALL CENTER

COMPLETION DATE:
In Progress

SIZE:
10,000 SF

CONSTRUCTION BUDGET:
$3.7 million

LOCATION:
240 N. Adams Ave
Lebanon, MO

CONTACT:
Randy Angst
417-588-7575

PROJECT ARCHITECT:
PARAGON ARCHITECTURE

Paragon is currently working with the Laclede County Presiding Commissioner and Sheriff, as well as with other members of the commissioner board and sheriff's department, maintenance staff, and other county officials on a 10,000 square-foot addition to the existing Laclede County Sheriff's office. The completed building will provide additional office space for the sheriff's department administration as well as a tornado shelter protected emergency call center space. Key features of the project include the emergency call center, sheriff's office conference room, county meeting room, and exterior plaza design. Plaza upgrades will mean improved ADA access to the building while also creating space for public addresses and gatherings.

One goal of the design team is to employ a similar exterior design and style as the existing building. In addition, the design team has been tasked with utilizing foundation stones of the previously demolished jail as site elements or site features. Laclede County has also asked the design team to provide Historical placards and site elements to be incorporated into a future historic walking trail. Lastly, the site will include improved way finding from the public parking spaces to the sheriff's office and the county courthouse.

CHRISTIAN COUNTY //
CIRCUIT COURT BUILDING

COMPLETION DATE:
March 2019

LOCATION:
100 W. Church St. Ozark, MO

PROJECT CONTACT:
Ralph Phillips, Presiding Commisioner
rphillips@christiancountymo.gov
417-582-4302

CONSTRUCTION COST:
$9,269,472

SIZE:
37,000 SF

PROJECT ARCHITECT:
PARAGON ARCHITECTURE

The new 37,000sqft, 3 story building is the newest addition to the Christian County campus which is located in downtown Ozark, MO. This building was developed to provide adequate room for the current and foreseeable future growth within the Prosecutors Office and Juvenile Department. Two new full-service courtrooms are provided in this building. A temporary holding area for adult inmates is incorporated to help with the ease of proceedings during a law day. A completely separate Juvenile detention area is also provided within this building.

* Paragon Architecture worked in conjunction with TreanorHL on this project.

CITY OF CASSVILLE // PUBLIC WORKS FACILITY

COMPLETION DATE:
In Progress

LOCATION:
200 Industrial Park Road
Cassville, MO 65625

PROJECT CONTACT:
David Brock
417-847-4441

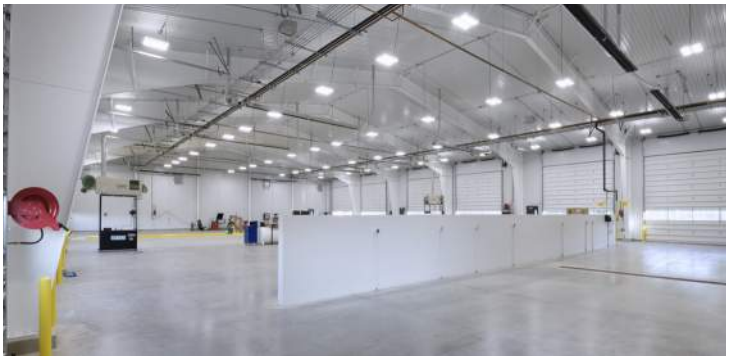
CONSTRUCTION COST:
$2,750,000

SIZE:
8,700 SF

PROJECT ARCHITECT:
PARAGON ARCHITECTURE

The City of Cassville wanted to provide a new facility for their Public Works employees in order to better serve them and enhance operational efficiency. Another primary objective of this project was to consolidate material and equipment storage, which was previously dispersed throughout the city, into one, single facility. This consolidation aims to improve workflow, accessibility, and organization for the Public Works department. Additionally, the new facility will be designed with scalability in mind to accommodate future growth, ensuring it can adapt to the evolving needs of the City of Cassville. The Cassville Public Works facility consists of approximately 8,400 SF PEMB facility that is comprised of an open garage with an open office area, private offices, a shower room, and a community room. In addition to the main building, there is an open structure PEMB for cold/dry material and equipment storage on site within a secured compound.

JASPER COUNTY //
HIGHWAY DEPT. MAINTENANCE FACILITY & OFFICE



COMPLETION DATE:
February 2022

SIZE:
35,000 SF

CONSTRUCTION COST:
$3,359,134

LOCATION:
125 N. River Street
Carthage, MO 64836

CONTACT:
Greg Kyte, 417-356-0644

PROJECT ARCHITECT:
PARAGON ARCHITECTURE

The Jasper County Highway Maintenance Facility includes a 30,000 square foot warehouse and maintenance area and a 5,000 square foot office. The maintenance facility includes wash bays, lube and service bay, maintenance bays, sign shop, and general warehouse storage. The office serves as the new home for highway department staff and is designed to accommodate 20+ years of department growth. In addition to office and reception space, the facility includes a large locker, restroom, and wash area for a team of 50+. A large conference and break room space also facilitates large group gatherings. An oversized vestibule area connects the office and warehouse. A fuel station and 30,000 square foot storage shed are also located on site. The site was developed to accommodate heavy traffic, extensive parking, a septic system, and oil recycling.

WEBSTER ELECTRIC COOPERATIVE //
OFFICE FACILITY & GARAGE

COMPLETION DATE: June 2012

SIZE: 16,900 SF

CONSTRUCTION COST:

$4,740,716

LOCATION:

21240 Spur Dr.

Marshfield, MO 65706

CONTACT:

Tom Houston, 417.859.2216

PROJECT ARCHITECT:

PARAGON ARCHITECTURE

Paragon Architecture worked with the cooperative on a new 16,900 square foot office building and 18,600 square foot truck garage addition. The facility will be more secure and will improve operational efficiencies for the growing electric cooperative. The new design presents an elegant entrance to the public while holding a human friendly and contextual scale in the city of Marshfield, MO. The building has capacity for Webster Electric's current needs as well as expansion options as the company continues to serve the needs of its growing members.

GASCOSAGE ELECTRIC //
CO-OP VEHICLE STORAGE & SHOP

COMPLETION DATE:
September 2018

SIZE: 29,500 SF

CONSTRUCTION COST:
$4,376,750

LOCATION:
803 Hwy 28 Dixon, MO 65452

CONTACT:
Carmen Hartwell, 573-759-7146

PROJECT ARCHITECT:
PARAGON ARCHITECTURE

The board of directors and staff at Gascosage Electric Cooperative worked with Paragon to develop a collaborative approach to the new additions that address current space needs and allow for future growth. The largest of the additions is the 19,500 square foot garage that houses the fleet of lineman vehicles. This garage includes a radiant floor system that will keep the trucks warm for easier morning vehicle startups, comfortable prep conditions and an additional way to help keep the floors dry. The new 5,000 square foot receiving and meter assembly area is incorporated to help improve operation efficiencies.

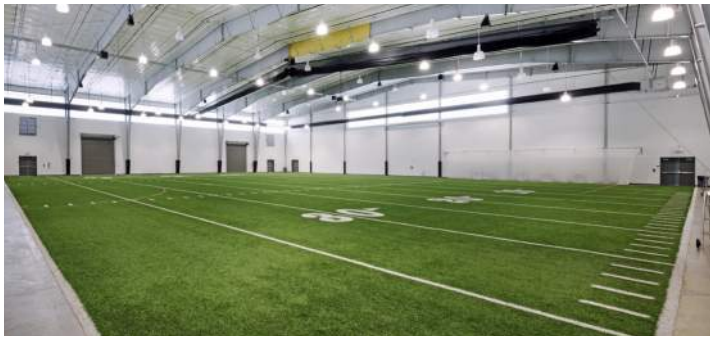
LOCAL AREA PROJECT EXPERIENCE

NEOSHO SCHOOL DISTRICT // FACILITY PLANNING EXPERIENCE

SERVICE WITH DISTRICT:
2019- Ongoing

LOCATION:
418 Fairground Rd
Neosho, MO 64850

PROJECT CONTACT:
Dr. Jim Cummins,
Superintendent
417-451-8600



PROJECTS ACROSS MULTIPLE FACILITIES (WITH COMPLETION DATES)

RISE ELEMENTARY
201 N Washington St • Neosho, MO 64850
- Aug 2023 // 31,800 SF Renovated Elementary

ENDZONE INDOOR PRACTICE FACILITY
511 S Neosho Blvd. • Neosho, MO 64850
- Dec 2021 // New 42,000 SF Facility

AGRICULTURE FACILITY
14646 Kodiak Road • Neosho, MO 64850
- In Progress // New 29,000 SF Facility

RISE DEVELOPMENT MASTER PLAN
201 N Washington St • Neosho, MO 64850
- In Progress // Campus Development Master Plan

HIGH SCHOOL
511 S Neosho Blvd • Neosho, MO 648504
- June 2021 // Football Stadium Renovations
- Aug 2021 // Restroom Renovations
- Aug 2021 // Stadium Entry
- Nov 2023 // Locker Room Renovations

ATHLETIC FACILITIES MASTER PLAN
418 Fairground Rd • Neosho, MO 64850
- July 2019 // New 70,000 SF Facility

"The success of the RISE Elementary School remodel is a testament to Paragon Architecture's unwavering dedication. The fusion of creative design and meticulous execution resulted in a space that not only looks great, but also functions exceptionally well.

- Richie Fretwell, Assistant Superintendent

CROWDER COLLEGE // FACILITY PLANNING EXPERIENCE

SERVICE WITH COLLEGE:
2008 - Ongoing

LOCATION:
601 Laclede Ave
Neosho, MO 64850

PROJECT CONTACT:
Joseph Brenner,
Vice President of Finance
417-455-5642

PROJECTS ACROSS MULTIPLE FACILITIES (WITH COMPLETION DATES)

DAVIDSON HALL
- Dec 2010 // New 26,000 SF Facility

DAWSON SPENCER HALL
- Nov 2014 // New 22,000 SF Renovation

FREEMAN ROUGHRIDER FIELDHOUSE
- Nov 2018 // New 15,000 SF Indoor Athletic Facility

DELL REED TECHNICAL EDUCATION ADDITION
- Aug 2023 // 3,000 SF Addition

LARRY & VIRGINIA HICKEY BUILDING RENOVATION
- Sep 2016 // 9,000 SF Renovation

NEVADA CAMPUS RENOVATION
- Aug 2016 // 6,500 SF Renovation

CASSVILLE CAMPUS ADDITION & RENOVATION
- May 2014 // 24,000 SF Renovation

CAMPUS-WIDE SIGNAGE & WAYFINDING IMPROV.
- 2010 // Campus Improvements

BEHAVIORAL SUPPORT CENTER
- 2014 // Renovation

ELSIE PLASTER AUDITORIUM
- June 2014 // Renovation
- Aug 2023 // Renovation

MCDONALD HALL CLASSROOM RENOVATION
- 2011 // 6,800 SF Classroom Renovation

PINEVILLE, MO CAMPUS LOCATION
- 2011 // Preliminary Design

FACILITY MASTER PLAN & BOND PLANNING
- 2013 // Master Plan

RESIDENCE HALL MASTER PLAN
- 2013 // Master Plan

WILLIAMS AGRICULTURE BUILDING
- June 2011 // Interior Finishes & Lighting Upgrades

FARBER HALL
- 2010 // Interior Finishes
- 2010 // Internet Cafe & Learning Niche

VICTORY BUILDING
- In Progress // 60,000 Building Renovation

REFERENCES

CITY OF JOPLIN FIRE DEPARTMENT

Chief Gerald Ezell, Fire Chief
303 E 3rd St // Joplin, MO 64801
(417) 624-0820 Ext. 1300 // gezell@joplinmo.org

NEOSHO SCHOOL DISTRICT

Dr. Jim Cummins, Superintendent
418 Fairground Rd, Neosho, MO 64850
417-451-8600 // cumminsjim@neoshosd.org

Dr. Richie Fretwell, Assistant Superintendent
418 Fairground Rd, Neosho, MO 64850
417-451-8600

CITY OF LEBANON

Michael Schumacher, City Administrator
401 S Jefferson Ave, Lebanon, MO 65536
417-991-2301

BRANCO ENTERPRISES

Brandon Poindexter, Project Manager
12033 E Highway 86, Neosho, MO 64850
417-451-5250

CITY OF SPRINGFIELD

David Pennington, Fire Chief for City of Springfield
830 Boonville Springfield, MO 65802
(417) 874-2310

CITY OF SPRINGFIELD

Jennifer Swan, Architect for City of Springfield
1111 W Chestnut Expwy // Springfield, MO 65802
(417) 864-2033

Louie Morrow, Facilities Specialist
1111 W Chestnut Expwy // Springfield, MO 65802
(417) 864-1000

CROWDER COLLEGE

Joseph Brenner, Vice President of Finance
601 Laclede Ave // Neosho, MO 64850
417-455-5642

HERE'S WHAT OTHERS HAVE TO SAY ABOUT US:

According to a third party independent survey company, **100%** of our clients, contractors, and engineering consultants said that Paragon Architecture is:

- ✓ **EFFECTIVE IN COMMUNICATION EFFORTS**
- ✓ **EFFECTIVE IN MEETING DEADLINES**

For three years in a row, **100%** of our clients AGREED that:

> **"IF I HAD TO DO IT ALL OVER AGAIN, I WOULD SELECT PARAGON FOR THIS PROJECT."**

> **"I WOULD LIKELY USE PARAGON ARCHITECTURE ON MY NEXT PROJECT."**

> **"I AM LIKELY TO RECOMMEND PARAGON ARCHITECTURE TO MY COLLEAGUES."**

WHEN COMPARING THE FEES PAID TO THE QUALITY OF DESIGN SERVICE PROVIDED, 95% OF OUR CLIENTS AGREE THAT:

> **"THE VALUE PROVIDED IS MORE THAN FAIR."**

03

PROJECT TEAM

“Other architects that our team has worked with have been attached to their own designs, and that has kept them from listening to our needs. I don’t feel that way at all with Paragon. The team at Paragon Architecture was the dream team – collaborative and good at listening to our needs.”

— Gina Milburn
Executive Director, Barry Lawrence Regional Libary

Barry Lawrence Regional Libary
Monett Branch

ORGANIZATIONAL STRUCTURE

PRESIDENT & PRINCIPAL (1)

Brad Erwin AIA, LEED-AP
Owner, Principal Architect
Architect MO # A-2006012472
Certificate of Authority # A-2016000415

ADMINISTRATIVE SUPPORT STAFF (5)

Beth Keeling, PHR
Business Manager

Crystal Reynolds, CPA
Chief Financial Officer

Ciara Montez
Contract Administration

Gina Harris, MBA
Marketing Manager

Brooke Perkins
Proposal Coordinator

PROJECT DIRECTORS (3)

Jim Stearman, AIA, ACHA
Director of Design

Jared Younglove, AIA
Technical Director

Jessica Struckhoff, AAIA
Project Director

PROJECT MANAGERS (7)

Kirsten Whitehead, AIA
Michael Younglove, AIA
Laleh Amirmoez, AIA
Carly Rickerson, AIA
Emily Biagioni-Paulette, AAIA
Lindsay Reichert, AAIA
Alex Mosby, AAIA

PROJECT COORDINATORS (7)

Connor Stokes, AAIA
Tanner Wilkinson, AAIA
Emily Johanson, AAIA
Teddy Dentinger, AAIA
Benjamin O'Connor
Tanara Smith
Alyssa Watkins

PROJECT ADMINISTRATORS (3)

Alyssa Griffin
Elyssa Hines
Alice Meadows

INTERIOR DESIGN (3)

Patrice Frans, NCIDQ
Interior Design Director

Kari Smith, Interior Designer
Leah Van Winkle, Interior Designer

CONSULTANTS & PARTNERS

TESSERE
FORMERLY GLMVArchitecture

TOTH & ASSOCIATES

interpres building solutions

olsson

rtm engineering consultants

Terracon

Paragon Architecture has worked to establish partnerships with the top engineering firms in the area. We select the firms which offer the best experience for each project. We work as a team to achieve the goals of your project. If selected for the interview phase, Paragon will select from these engineers based on their availability to meet the proposed schedule and their relevant project experience. During the interview phase, we will present their qualifications and proposed project personnel.

BRAD E. ERWIN
PRESIDENT & PRINCIPAL ARCHITECT // AIA, NCARB, LEED-AP

Brad founded Paragon Architecture in 2010 with a vision to deliver high-quality work that not only meets the needs of the client but also has a greater impact on the needs of users and the community. His skills along with the ability to create and facilitate highly technical and specialized projects were key to the creation and success of Paragon. Brad has experience in all aspects of project development as AIA, LEED-AP and has built a solid reputation in the industry for his innovative approach. He has a strong desire to improve communities through design that continues to drive him today as shown through sustainable architectural design of civic, public safety, education and laboratory facilities. Designing innovative tornado safe rooms has become an area of specialty for Brad. To date, he has helped secure grant funding for more than 40 safe rooms.

As Principal Architect, Brad will ensure we understand the client/project goals and organize our team accordingly. This includes establishing scope of work, schedule and appropriate fee. Brad will stay engaged through our weekly reports and able to assist the team as needed throughout the project. Brad is also the firm's Production Manager, which ensures we have the right resources scheduled for each project 30-60-90-120 days out and longer. This allows our team to establish firm milestone deadlines and ensures we are able to meet the commitments we make.

RELEVANT EXPERIENCE (PARTIAL LIST)

City of Springfield
Police & Fire Training Center

City of Joplin
Fire Station No. 2
Fire Station No. 7

City of Lebanon
Public Safety Center
Cowan Civic Center Renovation

Laclede County
911 Emergency Operations Center (IN PROCESS)

Western Taney County
Fire Department Site Planning

State of Missouri
Highway Patrol Crime Lab, Carthage, MO

Christian County
Historic Courthouse Renovation
New Circuit Court / Justice Center Annex

White River Valley Electric
CoOp Corporate Office

Webster Electric Cooperative
Office & Garage Addition

White River Valley Electric Cooperative
New Corporate Headquarters

City of Springfield
Regional Police & Fire Training Center
Art Lobby Renovations
Health Department Renovation
Fire Station #6 Re-Roof
Yardwaste Recycling Center

Greene County
Morgue Facility
Morgue Decomposition Suite
Sheriff & Highway Annex Master Plan
Family Justice Center Masonry Restoration

EDUCATION
Master of Architecture
Bachelor of Science
Architectural Studies
University of Illinois

REGISTERED ARCHITECT LICENSE
MO, OK, AR, KS, IL, IA

AFFILIATIONS
AIA, USGBC
Council of Educational Facility Planners International

EXPERIENCE
Total: 23 years

PARAGON ARCHITECTURE

JESSICA STRUCKHOFF
PROJECT DIRECTOR // AAIA

With extensive experience in drawing, detailing and coordinating documents with consultants and contractors, Jessica Struckhoff, Associate AIA, has a sharp focus on detail and consistency that has proven to be a definite asset to Paragon's quality control process. Struckhoff's experience, coupled with her love of construction documentation and administration, has enabled her to tackle projects of all sizes. Struckhoff has a strong desire to improve communities through design. This is best illustrated by her vast project portfolio which ranges from multiple tornado safe rooms to improved facilities for young learners to buildings which stand as pillars of their respective communities. She exemplifies this by serving her personal community through several local organizations.

As your project's Project Director, Jess will be highly involved in each phase of these projects and will be supporting your project manager. She also will provide coordination and direction for the project team through design, documentation, and throughout construction.

RELEVANT EXPERIENCE (PARTIAL LIST)

City of Joplin
- Fire Station No. 2
- Fire Station No. 7

City of Buffalo
- Regional Training Facility (IN PROCESS)

Western Taney County
- Fire Department Preliminary Planning

City of Miami
- Emergency Operations Center (PRELIMINARY DESIGN)

Crowder College
- Dawson Spencer Hall
- Dell Reed Technical Education Addition
- Elsie Plaster Classroom Renovation
- Newton Hall Door
- Victory Building Renovation (IN PROCESS)
- Campus Wide Facilities Master Plan (IN PROCESS)

Neosho School District
- STEAM Academy
- Agriculture Facility (IN PROCESS)

Neosho Newton County Library
- Seneca Branch Preliminary Design

Joplin Area Chamber of Commerce
- Route 66 Visitors Center & CVB Administration (PRELIMINARY DESIGN)
- Advanced Training & Technology Center

City of Cassville
- Public Works Facility (IN PROCESS)

Barry Lawrence Regional Library
- Monett Branch
- Facilities Master Plan
- Shell Knob Branch (SCHEMATIC DESIGN)

City of Joplin
- Ewert Splash Park (IN PROCESS)

EDUCATION

Bachelor of Science in Architectural Studies, *University of Illinois*

AFFILIATIONS

AIA, Joplin Area Chamber of Commerce, Leadership Joplin Class of 2014, Downtown Joplin Alliance Board of Directors, Young Professionals Network

PARAGON ARCHITECTURE

KIRSTEN M. WHITEHEAD
PROJECT MANAGER// AIA, NCARB, CPD

EDUCATION

Bachelor of Science in Architectural Studies, *University of Illinois*

AFFILIATIONS

AIA, Joplin Area Chamber of Commerce, Leadership Joplin Class of 2014, Downtown Joplin Alliance Board of Directors, Young Professionals Network

Kirsten has always loved to create. From an early age that love of creation, combined with a curiosity of how things worked, allowed for the development of a passion for architecture. Intrigued by the possibility to create space that defines the framework for human interaction drove Kirsten to pursue a career in architecture. Although her background is primarily technical, Kirsten's experience includes many building types including educational, industrial, retail, residential and commercial projects.

As your project's Project Manager, Kirsten will be highly involved in each phase of these projects and will be the city's main point of contact. She will as well as provide coordination and direction for the project team and consultant teams through design, documentation, and throughout construction.

RELEVANT EXPERIENCE (PARTIAL LIST)

City of Cassville
- Public Works Facility (IN PROCESS)

Neosho School District
- High School Restroom Renovation
- Athletic Master Plan
- Endzone Facility
- Ticket Entrances
- STEAM Academy
- Agriculture Facility (IN PROCESS)

Crowder College
- Dawson-Spencer Hall
- Behavior Support Center
- Freeman Roughrider Indoor Athletic Facility & Observation Deck
- Nevada Campus Renovations
- Larry & Virginia Hickey Building Renovation
- Diesel Technology Center Preliminary Design

City of Monett
- Ampitheater
- Community Safe Room

City of Springfield
- Expedia Collaboration Stairs
- TSA Renovations
- CBP U.S. customs Facility
- Yardwaste Recycling Center

State of Missouri
- DNR Re-Roof

Stone County Health Department
- Preliminary Studies & Design

Wright County
- 911 Center Renovation

Missouri Southern State University
- Jeremiah 'Jay' Nixon Hall
- Taylor Hall Addition
- Hughes Stadium Master Plan & Schematic Design

Ozarks Technical Community College
- Richwood Valley Agriculture Building (IN PROCESS)

ALEX MOSBY
JOB CAPTAIN // AAIA

Alex Mosby joined our team in May of 2013, as an Associate AIA, and today serves as a Project Manager. He has nearly a decade of experience in construction design and drafting as well as two years residential remodeling experience. His diverse background in educational, public, civic, justice and institutional design add a unique and beneficial dynamic to our approach. Alex is driven to provide unmatched customer service to each client. Those traits and our close-knit team drew him to Paragon. Alex excels in communication and coordination striving to ensure everyone he works with achieves goals in a clear, efficient and enjoyable manner. Alex is detailed oriented and works to use his skills to design and facilitate construction of meaningful and functional spaces.

Alex will fill the Job Captain role for this project and will be involved in each phase of these projects for the city. He will be involved in the architectural design, and will be heavily involved in the documentation of the construction documents.

EDUCATION
Bachelor of Science in Architectural Studies, *Drury University*

AFFILIATIONS
American Institute of Architects, Young Architects Forum

RELEVANT EXPERIENCE (PARTIAL LIST)

City of Joplin
Fire Station No. 7

City of Lebanon
Public Safety Center
Cowan Civic Center Renovation

Laclede County
911 Emergency Operations Center (IN PROCESS)

White River Valley Electric Cooperative
New Ozark Facility (IN PROCESS)

Barry Lawrence Regional Library
Monett Library Branch
Shell Knob Library Branch
Administration Office Renovation (IN PROCESS)

Springfield-Greene County Library
New Republic Branch (IN PROCESS)

Springfield-Greene County Park Board
Tom Watkins Park Restrooms
Lake County Soccer Press Box
Westport Park Pavilion

Crowder College //
Elsie Plaster Auditorium Renovation

Missouri Southern State University //
Athletic Training Renovation
Nixon Hall Addition
Lion Village Residence Hall
Reynolds Hall Renovation
Roofing Specs
Spiva Library Renovation - Design

PARAGON ARCHITECTURE

KARI SMITH
INTERIOR DESIGNER

Kari has over 13 years of experience on projects ranging from corporate, healthcare, retail, churches and museums. She was drawn to our focus on TEAM and COMMUNITY, which are part of the core values of Paragon Architecture. Kari loves the client relationship and collaboration process and how a space makes the client feel complete. Kari is also on the Development Board for the Humane Society of Southwest Missouri. For over three years, she was part of the design team for the Museum of Bible in Washington, D.C. which stands out as one of her favorite projects.

Kari will be providing interior design services, meticulously selecting finishes and fixtures with the end users of each space in mind. Her expertise lies in crafting functional yet elegant designs that prioritize the unique needs and preferences of occupants, ensuring every project reflects a seamless blend of style and usability

RELEVANT EXPERIENCE (PARTIAL LIST)

City of Joplin
Fire Station No. 7

City of Lebanon
Public Safety Center

City of Marshfield
City Hall Addition and Renovation

Dallas County Health Department
New Health Department Office

Barry Lawrence Regional Library
Monett Branch

Jasper County Highway Department
Maintenance Facility & Office

Neosho School District
Agriculture Facility (IN PROCESS)

Crowder College
Dell Reed Technical Education Addition
Elsie Plaster Classroom Renovation

Employer Advantage
New Office Renovation

Girl Scouts
Hickory Knoll Building

JMARK Business Solutions
East Office Republic Road

Missouri Southern State University
Lion Village Residence Hall

Springfield Chamber of Commerce
Interior Renovation

Volt Credit Union
Springfield, MO

EDUCATION
Bachelor of Science
Interior Design, *Missouri State University*

AFFILIATIONS
The Network,
Springfield Design Association

EXPERIENCE
Total: 16 years
With Paragon: 3 years

PARAGON ARCHITECTURE

PETER TODD
PRINCIPAL IN CHARGE // AIA

EDUCATION
Bachelor of Architecture,
Kansas State University

AFFILIATIONS
Registered Architect: Kansas

NCARB Certified

Member, American Institute of Architects

Peter has experience with a wide variety of project types including higher education, K-12 education, commercial, business, manufacturing, multi-family housing, single family homes, government, and churches. Being from a small town, strengthening community pride is a passion for Peter. He enjoys bringing projects to life that elevate communities and add to the quality of life of residents.

Peter is skilled in leading public campaigns to educate residents on the project and gather needed input. He has also established a history of skillfully working with multiple project team members including owners, contractors, engineers, local agencies and code officials to achieve seamless project delivery.

Peter will be assisting the Paragon team with the programming effort, initial space design/layout and a peer review during the later design and construction document phase.

RELEVANT EXPERIENCE (PARTIAL LIST)

City of Andover, KS
EMS Station Remodel
Fire Station Renovation
Fire Station Study
City Hall Remodel
New Fire Station

Emporia Fire Station
Emporia, KS

City of Lee's Summit, MO
Fire Station 4, 5

City of Shawnee, KS
Fire Station 71, 73 Addition/Remodel

City of Wichita,KS
Stryker Sports Complex Remodel
Century II/Expo Hall/Power Plant Assessment

OFPM On-Call 2022-2024,
Topeka, KS

Sedgwick County On-Call, Wichita, KS
Juvenile Detention Facility Negative Pressure Room
Child in Need of Care - Structural Analysis

MITCH COOK
PROJECT ARCHITECT // AIA

Mitch combines his passion for construction administration and building science into every phase in the design process to craft a functional facility for all users. His technical skills complement not only drawings for a building, but how the building functions and forms.

Mitch brings steady leadership and collaboration to every project he is a part of. His focus on code compliance and best practices regarding technical design of projects make him a valued member of the TESSERE team.

Mitch will be assisting the Paragon team with the programming effort, initial space design/layout and a peer review during the later design and construction document phase.

EDUCATION
Bachelor of Architecture,
Kansas State University

AFFILIATIONS
Licensed Architect:
Missouri

Member, American
Institute of Architects

RELEVANT EXPERIENCE (PARTIAL LIST)

**Indicates work completed prior to joining TESSERE*

Emporia Fire Station
Emporia, KS

City of Lee's Summit, MO
Fire Station 4 and 5
Downtown Market

City of Shawnee, KS
Parks and Recreation Study
Fire Station 71 and 73 Renovation

Great Bend Police and Courts
Great Bend, KS

Joplin Fire Station 7
Joplin, MO

Big Bull Creek Park Maintenance & Police Substation
Edgerton, KS*

Columbia Sports Complex
Columbia, MO*

Johnson County Arts & Heritage Center
Overland Park, KS*

Meadowbrook Park And Activity Center
Leawood, KS*

Salina Fieldhouse
Salina, KS*

Truman Depot Restoration
Independence, MO*

04 PROJECT APPROACH

“Our previous relationship with architectural partners has been completely redefined by Paragon. They are representing our needs and treating us as a valued client and not another project and fiscal opportunity.”

— Richard L. Asbill, Superintendent
Cassville School District

White River Valley
Electric Cooperative

PLANNING & DESIGN PROCESS // PHASES

01 SD
Schematic Design

In this phase we establish the general scope, conceptual design, scale, and relationships among components of the project. There are three objectives to complete during this phase:

1. Arrive at a clearly defined, feasible concept and present it in a form that achieves client understanding and acceptance.
2. Clarify the project program, explore the most promising alternative design solutions, and provide a reasonable basis for analyzing the cost of the project.
3. Explore the relationship of the building to the site such as access, utilities, view and solar angles.

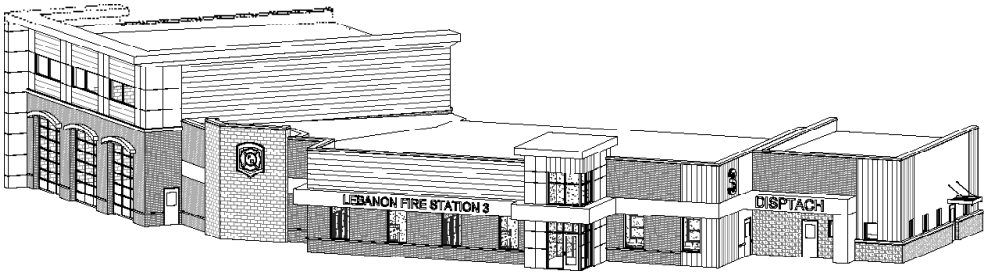
02 DD
Design Development

In this phase the design becomes more polished through refinement and coordination. The decisions made in design development are worked out at a scale that minimizes the possibility of major modifications during the construction document phase.

1. Further define and describe all important aspects of the project so that what remains is the formal documentation step of construction contract documents.
2. The building information model begins to take shape in Revit as engineering systems are introduced.

03 CD
Construction Documents

Once a design has been developed and approved, the team prepares the drawings and specifications that establish the requirements for construction of the project. Design detailing, material choices, product selections, finish selections, and the many fine details of construction documentation occur during this phase. They begin to translate the design into a physical reality. The team then assists the owner in preparing the necessary bidding and contractual documentation to move the project into the next phase.



04 QC
Quality Control

The goal of the construction documents phase is a fully developed and “coordinated” set of documents. The coordination task is complicated by the reality that more than one person will work on the construction documents. At a minimum, progress sets are issued upon the completion of Schematic Design (SD) and Design Development (DD), and at 40%, 70%, and 95% Construction Documents (CD). The progress sets are then reviewed by staff as part of our regular quality assurance and quality control process. Coordination meetings are held regularly throughout the project to comprehensively coordinate the documents with the team.

05 BP Bidding Phase

During bidding, the building industry provides its response — its statement of what it can do, how much time it will take to do it and what price it will charge. We monitor the bidding climate to determine the best time to release drawings. A bid opening difference of two or three days can have a huge impact on pricing.

The services provided by the architect during bidding and negotiations are very important. The team personally calls subcontractors to increase interest, responds to questions within 24 hours, and releases timely addenda. This thorough process is essential in attracting the best builders to the project, obtaining reasonable prices, and starting off the construction process on the best possible terms.

06 CA Construction Administration

Administration of the Contract for Construction (CA) is an important component of the process, ensuring construction is consistent with the construction documents. Contractors respect our expertise in the realm of construction, and it fosters a common framework which we use to communicate your needs.

The Project Manager during the design phase will remain Project Manager throughout construction. Also, the same team you work with and trust during design will be the same team you continue to work with during construction. Your project will not be handed off to someone else after bidding while the design team moves on to another project. This is just one additional step we take in ensuring quality control.

OUR RESPONSIBILITIES

- On-site bi-weekly for job coordination meetings and to observe the work in progress
- Review project schedule to ensure project is tracking towards its completion date
- Attend critical and special meetings along the way to ensure project quality
- Photograph construction progress
- Prepare Field Observation Reports for work not in compliance with the documents to document on-site observations
- Structural and Mechanical, Electrical, Plumbing engineers will make site visits as required
- Promptly address Requests for Information, and issue Supplemental Instructions
- Timely review and process contractor product submittals, shop drawings and samples
- Thoroughly review and process General Contractor's Payment Applications
- Specify and review third party special inspections
- Perform punch-list noting imperfections prior to conclusion of construction
- Log prevailing wage reports and lien waivers
- Track project changes to maintain clear understanding of budget

MAINTAINING CONSTRUCTION SCHEDULE

We are available for any critical or special job site meetings to ensure the project quality and adherence to the schedule. Being on site frequently allows us to identify potential issues resulting in a quick and collaborative resolution.

We work with the contractor as a cohesive team. As part of our construction administration services we utilize a collaborative online system for exchanging, reviewing, and archiving construction submittals, RFIs, and other construction communications. This software allows for integrated project collaboration by the entire team. It has automatic workflows and streamlined document logging and tracking, creating a clear accountability with schedules and reminders.

POST CONSTRUCTION OF THE PROJECT

Upon issue of Substantial Completion we continue to make ourselves available to you to ensure things run smoothly as you transition into your new facility. We also review the contractor's as-built documents and record drawings prior to submission, operation and maintenance manuals, warranties and ensure building commissioning (if requested) goes as outlined. We will ensure your staff is educated and trained on the new building system's operation and maintenance. Our role does not end at Substantial Completion or even at the conclusion of the warranty period — we are your architect and advocate for the life of the building.

A COLLABORATIVE APPROACH

We enjoy a collaborative process that promotes communication between all parties throughout the project. We will help you navigate the choices for your facility, and we take your struggles and successes personally. We are here for the City, construction professionals, and the greater community. We thrive on interaction, dialogue, and solving problems together. We listen. We collaborate. We foster relationships that last.

A successful public safety project incorporates numerous elements of good facility and site design. Sensible design is rooted in your design professionals' understanding of how facilities operate and how facilities impact public safety operations. Because public facilities are expected to last a lifetime, your team must understand the products, materials, systems, and equipment that are required for a state-of-the art facility that will last. Successful design only occurs when your design team both listens and understands your specific operations and subsequently develops a program and design that addresses those needs. Once function is addressed, we recognize that public buildings should be inspirational, make positive statements about our communities and bring value for tax dollars spent.

FIREFIGHTER HEALTH AND SAFETY

Beyond our team's deep expertise in building and site design, we also keep the crew at the forefront of every design decision made. We understand the physical and psychological health threats that the crew faces – both in the field and back at the station.

Fire fighters are exposed to trauma daily and the station should be a haven from those experiences encountered in the field. The nature of their work can result in high incidences of mental and behavioral health issues. Anger, domestic violence, PTSD, sustenance abuse, and even suicide are real and documented threats to first responders. Facility planning and design must respond to the health and well-being of the building occupants, and this is especially critical for public safety facilities.

We will discuss simple strategies that are implementable in the design that will help improve the quality of life of your crew while they are away from calls and seeking respite in the station. This includes the use of natural and calming finishes and materials, the introduction of natural light and views to the outside, and adequate separation of sleeping quarters from noisy operation areas to mitigate sleep deprivation issues.

One of the most critical areas of facility design that will be explored will be how contaminant control is handled. The increased cancer rate in the fire services has been well documented in recent years. The largest offenders are products of combustion brought back on gear and equipment and diesel exhaust produced by apparatus. Both reintroduced to the station in the bays. Creating proper decontamination zones between the bays and living and working spaces is critical. We will explore design solutions that will manage and progress traffic from the bay through controlled decontamination areas where gear can be removed and cleaned, and firefighters can shower and return to the living quarters clean – the goal is for no contaminants to reach the interior of the station. The boundaries between zones must be carefully considered to limit exposure to these carcinogenic elements – both in the physical design of the station, but also with regards to mechanical ventilation systems.

ABILITY TO CONTROL PROJECT COSTS

Paragon is committed to solving architectural and engineering challenges without compromise to the City's budget. By reviewing the basis of the budget with the owner and project team at the outset of every project, we develop an understanding of the Owner's intent with respect to the products and systems to be incorporated into the project. Our Project Managers then review the budget considerations with the City, so they can define our collective expectations prior to starting design.

Our team's proven cost control process necessitates the entire design team be involved and responsible for continuous cost monitoring, control, and corrective action. Value engineering is emphasized early and continuously in the design process, so that important cost decisions can be made relative to project goals. Quality reviews at each milestone level are performed to review cost versus the established budget.

OUR COST ESTIMATE TRACK RECORD FOR DESIGN & CONSTRUCTION PROJECTS:

Prior to June 2021, our cost estimates were 95% in line with the project budgets. Since June 2021, as a result of market volatility and cost escalations caused by the COVID-19 pandemic, our cost estimating performance is closer to 85%.

"With price escalations due to COVID, the project team kept in constant communication about pricing changes and why. As a publicly funded, taxpayer supported entity, meeting the budget is imperative. One example of how Paragon led budget and cost control efforts was when they proactively purchased steel decking – [a product experiencing a longer than usual lead time] – in advance which allowed us to keep on the projected timeline. Another public project in town had the same contractor but a different architect, and that project suffered many delays because they were waiting for similar building materials. ***It was obvious that Paragon made extra efforts in their planning.***

— Gina Milburn, Director | *Barry Lawrence Regional Library District*

We work closely with our municipal clients to identify and confirm a reasonable budget at the outset of a project. Once the budget is established, we check design decisions against that budget and compare it to the estimate of probable costs. Depending on the scope and scale of a project, third-party professional cost estimators, contractors and material suppliers are contacted to identify more timely cost data than historical costs or national cost indexes can provide.

Proactive project management and cost control should begin in the conceptual design phase and continue throughout the course of the project. It is in our nature to anticipate issues and opportunities with construction costs rather than to react to a discovery late in the project. We call it proactive cost monitoring. At the end of each major phase of a project, we review both the project design and the most recent estimate of probable cost with you. We advocate against progressing to the next phase of a project without your clear understanding and approval of the latest anticipated project costs. With our proactive cost monitoring process, you're equipped with the data required to make the most informed decisions possible, in turn, maximizing your funds in an efficient and intentional way.

We have enjoyed long standing relationships with many public institutions. Over the years we have not only helped our municipal clients maintain their existing standards for design & construction, but have helped others establish and refine their standards. We identify these items early in the process, build a basis of design for the project, verify them with the entire project team and then create a checklist. The table below includes a few projects that our team has successfully provided cost estimating services for and designed within budget.

COST ESTIMATE PERFORMANCE

CLIENT	CONSTRUCTION COST ESTIMATE	FINAL CONSTRUCTION COST
JASPER COUNTY HIGHWAY MAINTENANCE FACILITY	$4 million	**$3.5 million**
WHITE RIVER VALLEY ELECTRIC CO-OP OZARK FACILITY RENO	$3.4 million	**$3.5 million**
CITY OF LEBANON FIRE STATION NO. 3	$3 million	**$2.7 million**
JOPLIN FIRE STATION N0. 7	$4.1 million	**$4.4 million**
STATE TECHNICAL COLLEGE CIVIL TECHNOLOGY CENTER	$2 million	**$1.9 million**
CROWDER COLLEGE DELL REED TECHNICAL ED. ADDITION	$1.36 million	**$1.39 million**
GASCOSAGE ELECTRIC COOPERATIVE	$ 5.1 million	**$4.4 million**
MISSOURI SOUTHERN STATE UNIV. LION VILLAGE RES HALL	$19 million	**$18.7 million**

ABILITY TO STAY ON SCHEDULE

Proper scheduling is critical to the success of any project. Unlike many firms, Paragon Architecture estimates design hours for each project phase for every project. By constantly referencing a complete project schedule, all parties are able to understand the implications that decisions have upon the project. We schedule ample owner review time into the construction document phase, and allow for time to meet and incorporate client feedback into the construction documents. While these methods may seem trivial, they encourage proactive thinking and allow everyone to identify issues and opportunities that might otherwise go undiscovered or unresolved.

> *"I know there are a lot of people that contribute to this drawing set, from licensed professionals to draftsmen and others, but when our Project Manager says this is the schedule, they aren't kidding!* ***We've seen the schedule set and adhered to, and that is nice to rely on.***
>
> ***— David Brock, Public Works Director***
> *City of Cassville , MO*

During the Pre-Design phase we establish milestones for completing Schematic Design (SD), Design Development (DD), Construction Document (CD) and Bidding/Permit phases. We do not arbitrarily select these milestone dates, but choreograph and balance the milestones with city council meetings, holidays, as well as the available resources of our team. Once milestone dates are set for each phase, they do not change. This prevents long hours or adding additional project staff late in the project which causes a greater likelihood of coordination issues and errors.

We work with the General Contractor or construction manager to develop the construction schedule during the pre-construction phase of the project, and we work to implement the construction schedule during the construction phase. In addition, we constantly refine the schedule during the course of the project allowing our clients ample time, upon completion, to occupy the building.

We closely monitor the progress of construction and act quickly should a contractor fall behind schedule or not perform adequately. We take the corrective measures necessary to bring schedule deficiencies to light and to assist the construction team to the best of our ability with schedule adherence during construction.

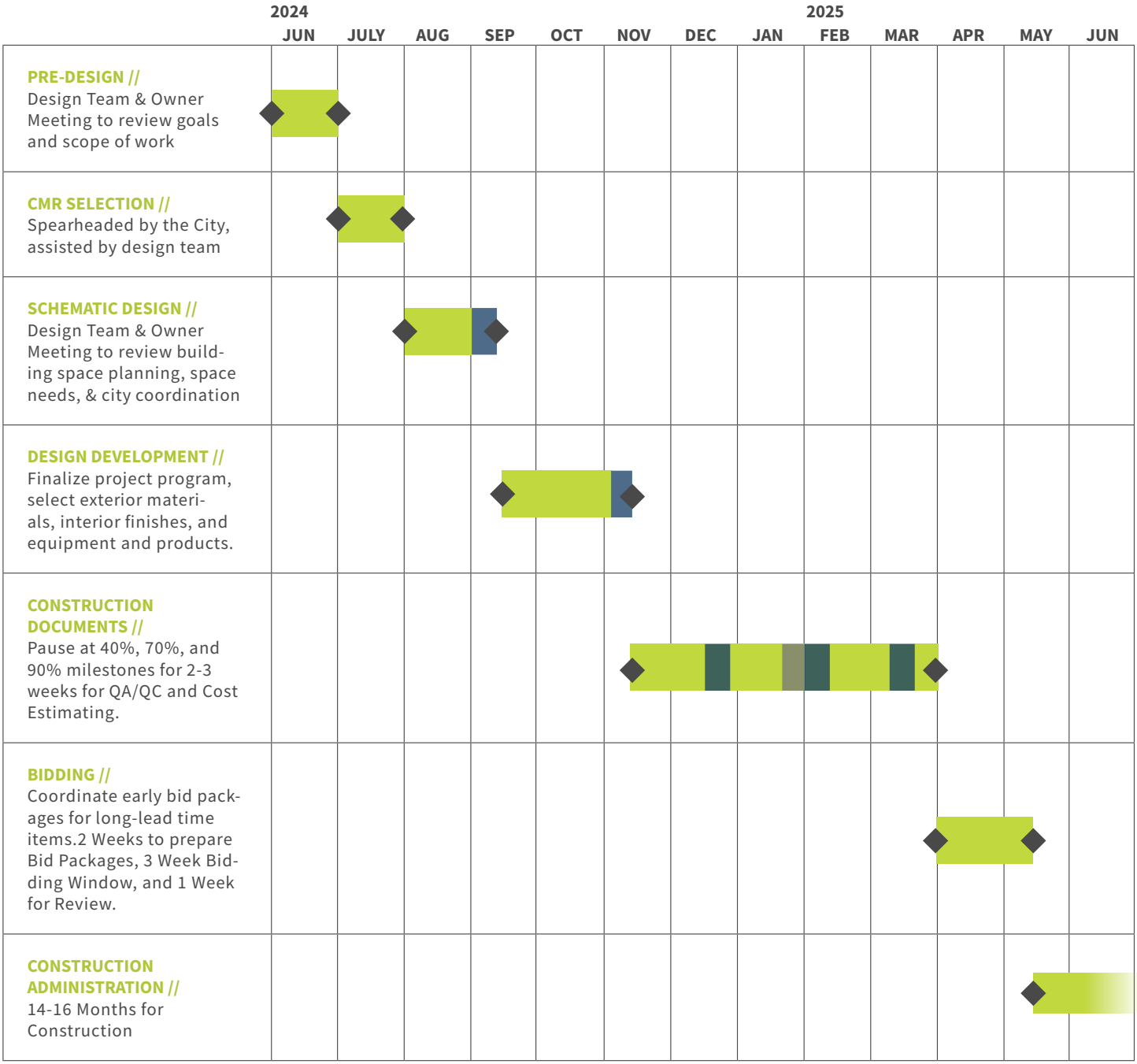
ABILITY TO CONTROL QUALITY

We organize and manage a team of proactive people capable of anticipating and forecasting critical milestones and requirements of a project. Successful project delivery involving multidisciplinary, multi-agency, and community participation that does not happen without active and planned efforts. The project team must stay ahead of the development of a project from development, to refinement and through to project closeout. Not all project managers possess these skills. At Paragon we pride ourselves on our proficiency with assembling, processing, analyzing, and disseminating information critical to the project to keep a project efficient from inception to final deliverables.

The goal of the documentation phase is a fully developed and "coordinated" set of documents. The coordination task is complicated by the reality that more than one person will work on the final master plan deliverables. To eliminate some this confusion, each of our progress sets are reviewed by staff as part of our regular quality assurance and quality control process. Coordination meetings are held regularly throughout the project to comprehensively coordinate the documents with the team.

PROPOSED PROJECT SCHEDULE

Based on our understanding of your projects and our past project experiences, below is a preliminary project schedule that can be customized and adapted to meet the specific needs of the City of Neosho. This schedule serves as a starting point for discussion, allowing us to collaboratively tailor it to fit the unique requirements of your project. We look forward to the opportunity to refine this plan together and ensuring it aligns seamlessly with the city's project needs and goals.



Represents Pauses for QA/QC and Cost Estimates

Represents Pauses for Holidays

CONSTRUCTION MANAGER AT RISK DELIVERY METHOD PROCESS

What is Construction Manager at Risk?

At Paragon Architecture, we believe in exploring innovative project delivery methods other than the traditional Design-Bid-Build approach. That's why we embrace the Construction Manager at Risk (CMAR) method, which brings the contractor on board during the design process to enhance decision-making related to projected costs, material availability, and project scheduling.

- ✓ **Informed Decision-Making**: By involving the construction manager early in the design phase, we tap into their expertise to make well-informed decisions. Their insights into the dynamic construction market landscape empower us to anticipate challenges and opportunities, ensuring that our projects are not only well-designed but also strategically planned for success. Additionally, their wisdom in contributing to the constructability of the project and proactively reducing change orders through their input prior to bid further enhances our ability to deliver projects efficiently and within budget.

- ✓ **Responsive Collaboration:** The CMAR approach fosters a responsive collaboration between our design team and construction professionals. Their intimate knowledge of pricing trends and product lead times allows us to adapt quickly to market fluctuations and make timely adjustments to project plans. This agility is essential for staying on track and delivering exceptional results.

- ✓ **Strong Partnerships:** One of the key strengths of the CMAR method is the strong partnerships forged with local subcontractors. These relationships, cultivated by the construction manager, result in greater interest and investment in the project. On bid day, this translates into competitive pricing and enhanced quality, ensuring that our clients receive the best value for their investment.

Our Construction Manager at Risk Process & Expertise

Embarking on a construction project can be a daunting endeavor, filled with complexities and critical decisions. At Paragon, we recognize the importance of guiding our clients through every stage of the process, especially when it comes to selecting the right Construction Manager at Risk (CMAR). With a steadfast commitment to excellence and a wealth of experience in the field, we offer our clients a comprehensive and strategically crafted approach to navigating the CMAR process with confidence and clarity.

- ✓ **Streamlined Process:** We offer a meticulously crafted, templated CMAR process designed to simplify and expedite the journey for our clients while complying with the requirements of RSmo 67.5050. This structured approach encompasses every essential step, from the initial RFQ advertisement to the final scoring matrix. By adhering to this proven framework, clients can confidently navigate the solicitation process, ensuring thorough evaluation of potential construction managers.

- ✓ **Expert Interview and Scoring Support:** During CMAR interviews, our clients benefit from our expert guidance and support. We engage actively in these crucial discussions, providing insightful feedback and leveraging our architectural expertise to assist in aligning the selection process with project objectives. While we do not make final decisions, our role is to sit alongside our clients, offering informed perspectives to facilitate confident decision-making and enhance the overall efficiency of the scoring and selection process.

- ✓ **Proven Track Record:** Our extensive network and longstanding relationships with reputable contractors across southwest Missouri enhance our clients' options and instill confidence in their choices. Through successful collaborations with industry leaders in the Southwest Missouri Region, we have established a track record of delivering exceptional results. These strong partnerships underscore our commitment to fostering successful collaborations and ensuring the success of every project.

Project Totals:
55+ CMAR/CMA Projects
$235+ Million in Construction Value

CONSTRUCTION MANAGER AT RISK DELIVERY METHOD EXPERIENCE

Below is a list of projects that we have completed or are currently working on using the Construction Manager at Risk Delivery Method. This is not a comprehensive list of every project that has been completed, but is a representative list of some of those that are most relevant to your project.

Client	Budget	# of Projects	CMAR
Neosho School District	$18,900,000	3	Branco Enterprises + CSG
• STEAM Academy (currently in design)	$7,600,000		Branco Enterprises
• Endzone Facility	$4,200,000		Branco Enterprises
• Agriculture Facility	$7,100,000		Construction Services Group
Liberal School District	$3,665,000	2	Branco Enterprises
• High School FEMA Safe Room Gymnasium			Branco Enterprises
• Elementary School FEMA Safe Room Gymnasium			Branco Enterprises
Cassville School District	$12,333,600.00	3	Branco Enterprises
• Early Childhood Education Center	$1,816,105.00		Branco Enterprises
• Vintage Wing Renovation	$2,017,500.00		Branco Enterprises
• Performing Arts Center	$8,500,000.00		Branco Enterprises
Life Point Church	$2,100,000	1	Branco Enterprises
• Worship Center Addition			
Christian County	$9,269,500.00	2	DeWitt & Associates
• New Circuit Courthouse	$9,062,545.00		DeWitt & Associates
• Justice Center Renovation	$206,955.00		DeWitt & Associates
Crowder College	$16,228,900	6	RE Smith + JE Dunn
• Davidson Hall	$5,140,000.00		JE Dunn
• Dawson-Spencer Hall	$5,864,000.00		JE Dunn
• Freeman Roughrider Fieldhouse Athletic Facility	$1,535,000.00		RE Smith
• Cassville Campus Addition & Renovation	$1,884,500.00		RE Smith
• Dell Reed Technical Addition	$1,305,400.00		RE Smith
• Elsie Plaster Auditorium Renovation	$500,000.00		RE Smith
Willard School District	$41,900,000	6	RE Smith + JE Dunn
• Central Elementary Renovation	$7,900,000		RE Smith
• Central Elementary Re-Roof & HVAC	$2,300,000		RE Smith
• South Elementary Reno. & Add.	$5,500,000		RE Smith
• High School Activity Center	$7,400,000		RE Smith
• North Elementary Reno.	$1,500,000		RE Smith
• Middle School Reno.	$1,000,000		RE Smith
• South Intermediate School	$16,300,000		JE Dunn
Bolivar School District	$5,726,000.00	2	RE Smith
• Early Childhood Learning Center	$4,266,000.00		RE Smith
• Middle School Addition & Renovation	$1,460,000.00		RE Smith
Missouri Southern State University (MSSU)	$39,682,000.00	4	RE Smith + Crossland Construction
• Lion Village Resident Life Facility	$18,700,000.00		RE Smith
• Lion Cub Academy Early Childhood Center	$3,052,000.00		RE Smith
• Reynolds Hall Renovation	$9,730,000.00		Crossland Construction
• Jeremiah 'Jay' Nixon Hall	$8,200,000.00		Crossland Construction
Marshfield School District	$8,100,000	1	RE Smith
• Early Childhood Learning Center			
Springfield Public Schools	$32,000,000.00	2	Nabholz + RE Smith
• Williams Elementary Addition & Renovation	$16,000,000.00		Nabholz
• York Elementary	$16,000,000.00		RE Smith
Forsyth School District	$3,300,000.00	1	Nabholz
• Campus Improvements			
White River Valley Electric Cooperative	$3,700,000	1	Base Construction
• Ozark Facility Renovation			

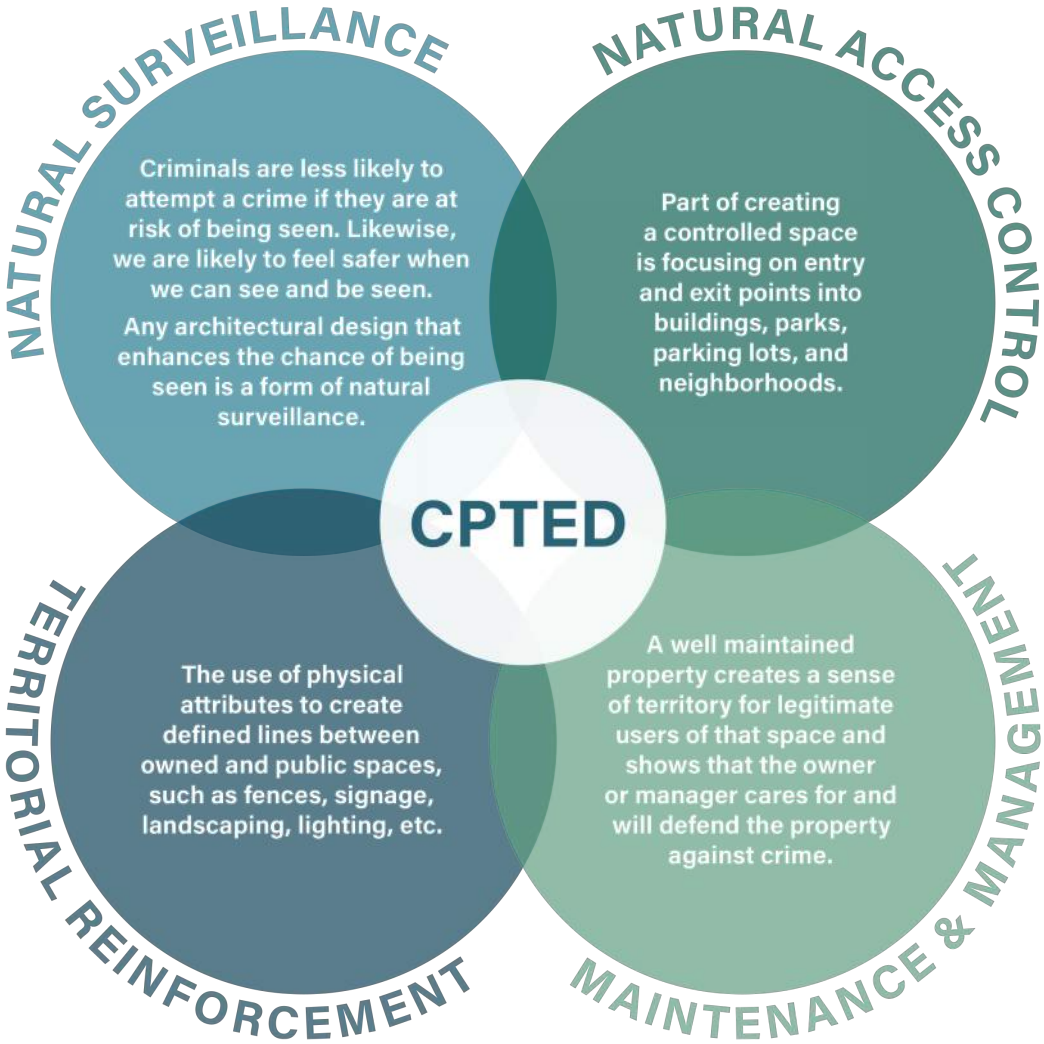
CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN

Crime Prevention Through Environmental Design (CPTED) principles offer a proactive solution to enhance facility safety and reduce crime opportunities. According to the National Crime Prevention Council, CPTED can be cost-effective when integrated into early project planning and design. This approach focuses on designing buildings, landscapes, and outdoor spaces to discourage criminal activity without disrupting their intended use.

Designing buildings without security in mind can lead to lawsuits, injuries, the need for additional security personnel, and expensive retrofitting with protection equipment, and operating expenses far greater than they need to be. CPTED continues to be the most reliable and proven approach to accomplish the goal of combining security with design decisions. If the CPTED concepts are implemented the impact on your community can be huge — and you can't put a price on improving the quality of life.

THERE ARE FOUR PRINCIPALS THAT MAKE UP CPTED:

Natural Surveillance, Natural Access Control, Territorial Reinforcement, & Maintenance & Management. Together, these four principles are the foundation of the multi-disciplinary CPTED approach to preventing crime.



OUR SERVICES:

Besides implementing CPTED principals into renovations and new facility design, Paragon provides Facility and Site Safety Assessments that utilize CPTED principals. From lighting and landscaping, to doors, windows, and locks, our team will compile a checklist of security weaknesses and hazards that require your attention

PARAGON'S CPTED PROFESSIONAL DESIGNATION HOLDERS

// KIRSTEN M. WHITEHEAD, AIA, CPD

PARAGON ARCHITECTURE

1310 S Main Street
Joplin, MO 64801

www.paragonarchitecture.com
417.885.0002

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Letter of Transmittal

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Police Facility Design Group
500 Grand Boulevard Suite 201A
Kansas City, Missouri 64016
(816) 298-6700
Mon-Fri 8am-5pm

April 26, 2024

City of Neosho
ATTN: David Kennedy, City Manager
203 East Main
Neosho, Missouri 64850

RE: Request for Qualifications - Design Services and Engineering

Dear Mr. Kennedy and members of the selection committee:

Police Facility Design Group (PFDG) and WSKF Architects, are pleased to have the opportunity to submit our proposal for this very important project. We appreciate the time and effort to be put forth by each selection committee member in reviewing our qualifications.

Nothing will be more critical to the successful outcome of your project than your choice of the design professionals entrusted by the City to guide project development, and the relationship you form with them. This building will impact your community for many years to come. Wise decisions now will yield efficient, cost effective delivery of important public safety services today and into the future. Experience is the best insurance policy to ensure a smooth process and the most successful outcome.

We have assembled a team that brings to the City of Neosho a team with unparalleled experience for this project. PFDG and WSKF are a national leader in police and fire facility design. No firm anywhere in the country has more experience in this project type than PFDG. We are the only firm in the country dedicated exclusively to the pursuit of police facilities and as such, Neosho can be assured that every individual contributing to your project is highly experienced in the project type. PFDG has been involved in nearly 300 projects involving police facilities. WSKF brings a similar back ground related to fire station planning and design. Together, the two firms have developed similar projects in the very manner we propose in this submittal.

Several **key characteristics** of the design team will contribute to your project's success. **Project Type Experience.** The City of Neosho deserves a team with deep project understanding and qualifications built from a long history of working on public safety projects around the Country and knowledge of the local region.

Team Synergy. The City of Neosho deserves a team with synergy built upon past performance and successful projects. Team members we share a past relationship with share our passion for the project type as well. And because of their past work with us, understand the complexities of the building type related to the structures and systems well.

Police Facility Design Group
500 Grand Boulevard Suite 201A
Kansas City, Missouri 64016
(816) 298-6700

Method & Approach. The City of Neosho deserves a team that brings the leadership and process necessary to guide the City through the litany of design decisions required to achieve your goals. We will employ a framework for the process that history tells us is a major component to our success. We take great pride in our work and the final product we produce, yet nothing is more important than the relationships we establish. We care about people and will always act in a fair and professional manner. We will do everything within our power to satisfy our clients. Our word is important to us. What we say, we will do.

Lastly, **Design Excellence.** The City of Neosho deserves a team with a culture of quality design to bring the creativity necessary to tailor a project unique to your City's Police and Fire specific needs, but also built upon a strong foundation of justice center design standards. Your new public safety facility must be highly functional and enduring, but it can, and should inspire its occupants and the community. Recognizing these key factors, we have brought the City of Neosho the strongest team possible.

It is our hope that this proposal will illustrate our knowledge of this building type, and understanding of the project to your satisfaction. Our commitment and passion to the proper development of this facility type extends to each project we are privileged to be involved with.

Respectfully submitted,

James Estes, Principal
500 Grand Blvd, Suite 201A
Kansas City, Mo 64106
(816) 298-6700 x302
james.estes@policearchitects.com

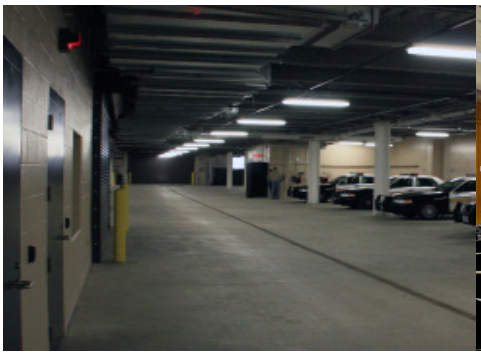
1. Experience

POLICE FACILITY DESIGN GROUP

Firm Name/Location	**Police Facility Design Group P.A.** 500 Grand Boulevard Suite 201A Kansas City, MO 64106 (816) 298-6700
Organization Type	S-Corporation
Date of Formation	July, 1999
Name of Original Organization	Polson Architects - Law Enforcement Specialists
Date of Original Formation	1978
Primary Contact	James Estes, President, Principal-in-charge
E-Mail Address	james.estes@policearchitects.com
Phone	816-298-6700, x 302
Website	policearchitects.com

History

Formerly Wilson Estes Police Architects, we changed our name to Police Facility Design Group in 2016 to more clearly communicate who we are and what we do. Police Facility Design Group was founded in 1978 as "Polson Architects, Law Enforcement Specialists", following the completion of participation in a four-year federal study to understand the limitations deficient facilities have on the delivery of police services. The firm, originally located in Champaign, Illinois, moved to Kansas City in 1986. Architects James Estes and Cliff Wilson joined the firm that year, succeeding Polson in 1998. The firm's focus continued to be exclusively dedicated to public safety facility planning and design. To further this goal, and after many years of providing facility planning assistance and instruction through the IACP, the firm founded the Police Facility Planning Institute (PFPI). PFPI serves as a means to disseminate information on sound facility planning practices to communities across the country, and conducts our popular "Successful Facility Planning" seminars.



WSKF ARCHITECTS

We are WSKF Architects. A firm of designers, thinkers, planners, problem solvers, innovators, businesspeople and advocates for our clients. Our staff of nearly 20 provides architectural and interior design, master planning and illustration services.

We have a highly diversified portfolio of public and private projects with particular expertise in Governmental/Public Safety, Senior Care/Living, Education, and Auto Dealerships and Fleet Maintenance facilities.

We trace the beginnings of our firm to our founder, Dr. Homer L. Williams, launching his architectural practice more than a half century ago. Today principals John Freshnock, Dalyn Novak, and Doug Boe carry on our legacy of delivering inspired design for clients across a wide range of the central and western U.S.

No matter the project size, our principals lead all design work and provide hands-on guidance of our project teams of architects and interior designers, ensuring that our clients benefit directly from their knowledge and experience. That translates to projects of enduring value in the form of high functioning and practical facilities, flexibility to serve long-term needs, low maintenance, and durability. In short, work that stands the test of time.

Our clients will tell you we also have a culture of service. That means truly listening to clients and valuing their input and vision, timely communication, offering context so clients can make informed decisions, and being responsive whether it's a phone call, email or other need.

Inspired design creates enduring value. That central idea has sustained WSKF Architects for more than 50 years and we work every day in the belief it's the key to our future.

OFFICE LOCATIONS
North Kansas City, MO
Kansas City, KS

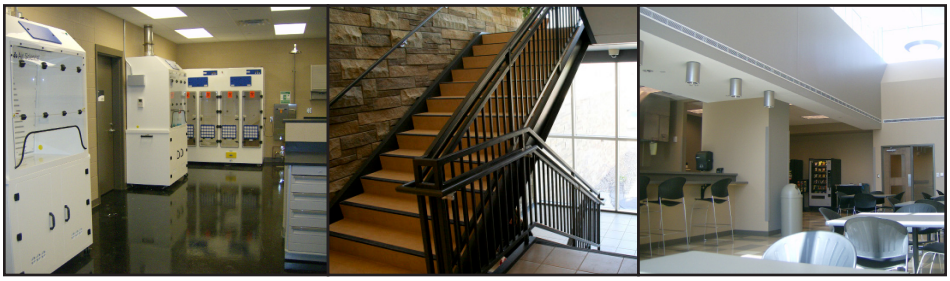
SERVICES
Architecture
Interior Design
Master Planning
Architectural Illustration

OWNERSHIP STRUCTURE
Corporation

ESTABLISHED
1968

WSKF ARCHITECTS

POLICE FACILITY DESIGN GROUP



Description of Firm's Philosophy

The practice of architecture takes an immense amount of training and continuing education to maintain a high level of proficiency in the primary tasks involved with the mechanics of designing and constructing complex buildings. Of equal importance, it takes an in-depth understanding of the operations of the particular building's occupant and the job requirements of the specific personnel within to achieve the most responsive buildings. We believe our sole focus on one building type affords us with the user groups perspective, allowing us to see the building as the occupants that will occupy it do.

EXPERIENCE & QUALIFICATIONS

Police Facility Design Group has dedicated their focus exclusively to the development of public safety facilities for over 40 years.

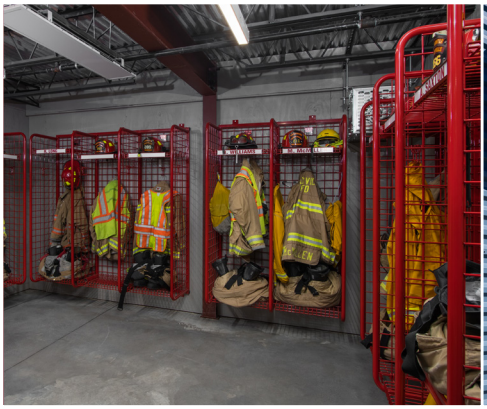
We have completed nearly three-hundred Space Needs Studies and designs, in addition to helping numerous other departments with their planning needs.

Through the creation of the Police Facility Planning Institute, we dispense information to public safety departments pertaining to facility design and the planning process. We have provided formal instruction on proper facility planning to hundreds of communities through our annual 'Successful Facility Planning' seminar. Staff members have taught in the past on facility planning for the International Association of Chiefs of Police as well as other state programs.

We maintain a large database of information pertaining to cost and facility size requirements for public safety departments from around the country, and over a long period of time. Through the application of this proprietary data to our programming services, we are able to quantify our professional opinion, lending credibility to the end result.

With the firm's 40+ year history in the planning and design of this one unique facility type, we have confirmation that our methodologies for growth projection produce facilities that meet future needs.

We employee LEED accredited professionals, with prior completion of LEED certified Silver, Gold and Platinum projects. We are equally committed to providing facilities that are energy efficient and meet sustainable design objectives for clients that are not interested in obtaining formal LEED certification.



POLICE + FIRE FACILITY PLANNING AND DESIGN EXPERTISE

WSKF Architects has earned a reputation across the central and western U.S. as a public safety planning and design leader. Our planners and designers have worked with agencies large and small, urban and rural. Over the past several years, our portfolio includes more than $180 million in police/fire facility projects across 10 states. We bring our expertise, experience, and creative approach to problem-solving to each project—all in service of meeting each client's unique needs.

WSKF Principals Dalyn Novak and Doug Boe lead our public safety practice. Their knowledge of fire/EMS service requirements, station design, practical problem solving, rigorous approach to quality control, and client service have earned our firm the respect and repeat projects of agency leaders and regional departments.

We believe our clients' satisfaction is the ultimate measure of the quality of our work. Here's what a few of our clients and public safety leaders say about us.

"This is a footprint the rest of America should be paying attention to. This is a great model for how a forward thinking, aggressive fire department is looking toward the future for how to protect a growing community here in Oklahoma."

Ret. Chief Bobby Halton, Editor in Chief, Fire Engineering Magazine

During a visit to Owasso, Oklahoma HQ/Station and tactical training campus designed by WSKF

"I would like to thank you and your firm for the work on our recently completed fire station. From day one, you were listening to our ideas and desires. This was the first new station built in our city in 35 years. It is a source of pride for the citizens of the north end of our city and we constantly hear positive comments. Our fire fighters have a facility that is easy to work out of and durable enough to withstand someone living there 24/7."

Ret. Fire Chief Mike Dalsing, St. Joseph (MO) Fire Department

"We appreciate the extra time you spent working on this project to overcome several issues that were out of your control. We have been very impressed with your coordination and communication efforts and the professional manner in which you worked through the challenges of this project. The Fire Department and City are proud of our new facility."

Ret. Fire Chief Darrell Wright, Chillicothe (MO) Fire Department

WSKF EXPERIENCE

- New station design
- Renovations and expansions
- Station location studies and consultation
- Site and feasibility studies
- Station or department-wide facility assessments
- Space planning
- Cost estimates and budgeting
- Options for funding
- Support for bond campaigns
- Tactical and classroom training facilities and campuses
- Apparatus maintenance and storage facilities

WSKF ARCHITECTS

POLICE FACILITY DESIGN GROUP

O'FALLON JUSTICE CENTER

O'Fallon, Missouri

The state-of-the-art facility is designed to meet the needs of a modern police force while enabling the City of O'Fallon to continue providing the highest level of service to its residents and businesses and enable the department to grow to meet the projected needs through 2040.

The O'Fallon Justice Center includes a V-300 training simulator. The V-300 has multiple screens that offer a 300-degree view, and includes peripheral vision and weapons that closely match those used in the field to enhance the transferability of the training to real life scenarios. Along with the simulator, the building's training area has a seven-lane indoor firearms range, and a nearly 80-seat training room equipped with smart electronics.

Completion	2018
Contact	Chris Clercx, Capital Improvements Manager 100 North Main Street O'Fallon, MO 63366 (636) 240-3200 cclercx@ofallon.mo.us
Size	86,000 SF (Includes 18,000 SF basement parking)
Final Cost	$24,108,764

POLICE FACILITY DESIGN GROUP

DAYTONA BEACH HEADQUARTERS

Daytona Beach, Florida

Designed to accommodate all divisions of the Daytona Beach Police Department less some elements of the Special Operations division involving marine and boardwalk patrol divisions. Though inviting to the public, and encompassing two community use rooms that afford convenient public access, the building is designed with a high level of security throughout.

This project was done in association with a local architect. Police Facility Design Group provided all programming and design services. Additionally, we were responsible for all construction documents within the envelope of the building.

Completed 2010

Cost $20,134,479

Size 97,000 SF

Personnel James Estes

Contact Byron Williams, Captain
301 S. Ridgewood Ave.
Daytona Beach, FL 32115
(386) 671-5379
WilliamsByron@dbpd.us

POLICE FACILITY DESIGN GROUP

ANKENY PUBLIC SAFETY FACILITY

Ankeny, Iowa

The new 75,000 square foot Public Safety Headquarters building for the City of Ankeny, Iowa will serve a community currently experiencing rapid population growth. The new facility will eventually become a critical part of a new mixed-use development which will eventually be geographically centered within the city limits of Ankeny. The facility is designed to accommodate department growth over a 20-year period. Though the Owner chose not to pursue LEED certification, they still desired to have the architects employ the use of sustainable design practices in this energy efficient building.

The building features a drive-through basement parking garage and a state-of-the-art tactical firing range. Site features include a large public plaza area which incorporates a police officer's memorial to honor those who have fallen in the line of duty as well as adequate green space adjacent to the building to allow for facility expansion beyond the 20-year planning horizon.

Completion	2011
Contact	Darius Potts, Chief 411 SW Ordnance Road Ankeny, IA 50023 515 289-5240 dpotts@ankenyiowa.gov
Size	75,000 SF Total
Final Cost	$15,490,000

POLICE FACILITY DESIGN GROUP

CONWAY POLICE FACILITY

Conway, Arkansas

The Conway police facility consolidates all police operations into their new building. Planning was geared to accommodate needs 20-years into the future. In addition, shell space was created on part of the second floor to provide well beyond that time frame.

With a desire to remain in the downtown urban core, the choice of locations was limited. The property supporting the existing facility was deemed far more valuable than the structure itself. After a detailed need study, it was determined that acquiring the adjacent properties when combined with the existing police building site would provide the required acreage.

Completed 2009

Cost $6,555,000

Size 29,000 SF

Personnel James Estes
Matt Veasman

Contact A.J. Gary, Chief of Police
1105 Prairie Street
Conway, AR 72032
(501) 450-612

POLICE FACILITY DESIGN GROUP

COLUMBUS POLICE FACILITY

Columbus, Nebraska

Architect Rendering

As-Built View of Southwest Corner Entry

Leaders in this community of nearly 22,000 selected Police Facility Design Group and WSKF Architects as a team to design the city's new separate police and fire facilities.

After looking at multiple site options, a determination was made to keep the Police Department in the downtown district. The tight confines of a downtown urban location dictated the need for a two story building on this zero lot line property. The department parking was carefully planned to maximize the usable surface area.

Completed	2020	**Contact**	Charles Sherer, Chief of Police 2419 14th St. Columbus, NE 68601 402-564-3201 charles.sherer@columbusne.us
Cost	$7,300,000 (Police)		
Size	26,300 SF (Police)		
Personnel	James Estes Matt Veasman		

POLICE FACILITY DESIGN GROUP

POPLAR BLUFF POLICE DEPARTMENT

Poplar Bluff, Missouri

The project started with extremely tight time constraints required of the City. With no development of what the project would be, other than a overall budget, programming started on April 1, 2020. The full construction documents set had to be ready for bid approval by November 1, 2020. Seven months to develop the needs, establish the cost, gain consensus, and prepare the detailed plans and specifications. Police Facility Design Group met the challenge head on. It required a depth of understanding as to the client's needs, and the ability to guide them to solutions that met their specific desires. In the final analysis, PFDG met the Owner's schedule, and the bids can in right on budget.
A 27,000 square foot police facility for a department of this size would frequently result in a two-story structure to gain the most in operational efficiency and space proximity. But the Owner strongly desired a single-story building. Once again PFDG met the Client's desires and delivered a one -story structure. It was through careful layout of the floor plan that made the large floor plate functionally efficient. By placing special use functions at the bookends of the floor plate, and all of the interactive divisions grouped to the center, we minimize travel time to the most commonly accessed portions of the facility.

Completion	2023	**Size**	27,180 SF
Contact	Mike McClain, Deputy 573-785-5776 mmcclain@pbpolice.org	**Final Cost**	$8,090,350

POLICE FACILITY DESIGN GROUP

FAYETTEVILLE DISTRICT COURT

Fayetteville, Arkansas

The initial need study encompassed a Public Safety Facility consisting of Police, Courts, and Fire Administration of approximately 100,000 square feet. As the process evolved, disparate site requirements dictated a separate and distinct location for the District Court. This also established an opportunity for the City to phase the projects construction costs. The structure also houses the offices of the City Prosecutor. This project was LEED Certified Gold.

Completion	2011	**Size**	14,100 SF
Contact	Dena Stockalper, Court Administrator 176 S. Church Ave Fayetteville, AR 72701 (479) 587-3598 dstockalper@fayetteville-ar.gov	**Final Cost**	$3,511,700

POLICE FACILITY DESIGN GROUP

PITTSBURG POLICE & COURTS

Pittsburg, Kansas

The police and courts building was funded under a public safety bond referendum that also included a fire station. It sits immediately adjacent to City Hall and also serves as Council Chambers. The 31,000 square foot facility includes a significant portion of the building hardened to support staff working through extreme weather conditions.

Completed	2009	**Personnel**	James Estes
Cost	$3,264,444	**Contact**	City of Pittsburg, Kansas Brent Narges, Lieutenant 620-235-0400
Size	31,000 SF		

RELEVANT PUBLIC SAFETY PROJECTS LIST

ANKENY POLICE HEADQUARTERS
Ankeny, Iowa
Design & Construction

CONWAY POLICE DEPARTMENT
Conway, Arkansas
Need Assessment, Design & Construction

FAYETTEVILLE PUBLIC SAFETY & MUNICIPAL FACILITIES
Fayetteville, Arkansas
Programming

PITTSBURG POLICE & COURT FACILITY
Pittsburg, Kansas
Needs Assessment Study

NORTH KANSAS CITY POLICE DEPARTMENT
North Kansas City, Missouri
Need Assessment, Design & Construction

GRAND ISLAND & HALL COUNTY LAW ENFORCEMENT CENTER
Grand Island, Nebraska
Need Assessment, Design & Construction

PAPILLION POLICE HEADQUARTERS
Papillion, Nebraska
Need Assessment, Design & Construction

LEAGUE CITY MUNICIPAL PROJECTS
League City, Texas
Programming & Masterplanning

WYANDOTTE POLICE & COURT FACILITY
Manchester, Missouri
Need Assessment, Design & Construction

MEDFORD POLICE HEADQUARTERS
Medford, Oregon
Need Assessment, Design & Construction

DAYTONA BEACH POLICE HEADQUARTERS
Daytona Beach Florida
Need Assessment, Design & Construction

MARION POLICE FACILITY
Marion, Iowa
Need Assessment Study, Design & Construction

BURLINGTON & DES MOINES COUNTY LAW ENFORCEMENT CENTER
Burlington, Iowa
Need Assessment Study

DADE CITY POLICE FACILITY
Dade City, Florida
Programming, Consulting

KANNAPOLIS POLICE, FIRE OPERATIONS & EOC
Kannapolis, North Carolina
Need Assessment Study

PEARLAND PUBLIC SAFETY FACILITY
Pearland, Texas
Need Assessment, Design & Construction

HIGHLAND POLICE FACILITY & CITY HALL
Highland, Indiana
Need Assessment Study

CLARENCE LIGHTNER PUBLIC SAFETY CENTER
Raleigh, North Carolina
Need Assessment Study, Consulting

BRENHAM POLICE HEADQUARTERS
Brenham, Texas
Need Assessment, Design & Construction

HARLINGEN POLICE HEADQUARTERS
Harlingen, Texas
Need Assessment, Design & Construction

MANCHESTER POLICE HEADQUARTERS
Manchester, Missouri
Need Assessment, Design & Construction

INDEPENDENCE CENTRAL POLICE BUILDING RENOVATIONS
Independence, Missouri
Need Assessment, Design & Construction

SHILOH POLICE FACILITY
Shiloh, Illinois
Need Assessment Study

PHARR PUBLIC SAFETY FACILITY
Pharr, Texas
Need Assessment, Design & Construction

RELEVANT PUBLIC SAFETY PROJECTS LIST

STRONGSVILLE POLICE FACILITY & CITY HALL
Strongsville, Ohio
Needs Assessment Study

DEL CITY POLICE FACILITY & CITY HALL
Del City, Oklahoma
Needs Assessment Study

PONCA CITY POLICE HEADQUARTERS
Missoula, Montana
Needs Assessment Study

MISSOULA PUBLIC SAFETY OPERATIONS/TRAINING FACILITY
Ponca City, Oklahoma
Needs Assessment Study

ORANGE POLICE & COURT FACILITY
Orange, Texas
Needs Assessment Study & Design

PAYSON PUBLIC SAFETY FACILITY
Payson, Utah
Needs Assessment Study

ROGERS POLICE & COURT FACILITY
Rogers, Arkansas
Design & Construction

OREM POLICE HEADQUARTERS
Orem, Utah
Needs Assessment Study & Design

PUEBLO POLICE HEADQUARTERS
Pueblo, Colorado
Needs Assessment Study

FAIRVIEW HEIGHTS POLICE HEADQUARTERS
Fairview Heights, Illinois
Needs Study & Design

RUSSELLVILLE POLICE HEADQUARTERS
Russellville, Arkansas
Needs Assessment Study

HASTINGS POLICE HEADQUARTERS
Hastings, Nebraska
Needs Assessment Study

RAYTOWN POLICE FACILITY RENOVATION
Raytown, Missouri
Renovation Design & Construction

HICKORY POLICE HEADQUARTERS
Hickory, North Carolina
Needs Study & Design

FT. SMITH POLICE HEADQUARTERS
Ft. Smith, Arkansas
Feasibility Study

COLLINSVILLE POLICE HEADQUARTERS
Collinsville, Illinois
Needs Assessment Study

OGDEN PUBLIC SAFETY HEADQUARTERS
Ogden, Utah
Needs Assessment Study

BLOOMINGTON POLICE HEADQUARTERS
Bloomington, Illinois
Needs Study & Buildings Evaluation

BENTONVILLE POLICE & COURT FACILITY
Bentonville, Arkansas
Need Assessment, Design & Construction

TOPEKA POLICE HEADQUARTERS
Topeka, Kansas
Needs Study, Building Evaluation & Cost Estimate

KEARNEY/BUFFALO LAW ENFORCEMENT CENTER
Kearney, Nebraska
Need Assessment, Design & Construction

PLYMOUTH PUBLIC SAFETY FACILITY
Plymouth, Minnesota
Need Assessment, Design & Construction

PRESCOTT POLICE HEADQUARTERS
Prescott, Arizona
Need Assessment, Design & Construction

ARVADA POLICE HEADQUARTERS
Arvada, Colorado
Needs Study, Design

RELEVANT PUBLIC SAFETY PROJECTS LIST

CASS/FARGO LAW ENFORCEMENT CENTER
Cass County and City of Fargo, North Dakota
Needs Analysis & Sites Evaluation

KINGMAN PUBLIC SAFETY FACILITY
Kingman, Arizona
Predesign, Design & Construction

REIDSVILLE POLICE STATION RESTORATION
Reidsville, North Carolina
Renovation Feasibility Analysis

GREENSBORO TRAINING ACADEMY
Greensboro, North Carolina
Programming, Budgeting & Site Planning

LEAWOOD POLICE HEADQUARTERS
Leawood, Kansas
Needs Assessment Study

SCOTTSDALE POLICE HEADQUARTERS
Scottsdale, Arizona
Predesign, Design & Construction

LYNN POLICE HEADQUARTERS
Lynn, Massachusetts
Needs & Renovation Feasibility Study

BURTON POLICE HEADQUARTERS
Burton, Michigan
Predesign, Design & Construction

NORFOLK POLICE HEADQUARTERS
Norfolk, Nebraska
Predesign, Design & Construction

GRAND FORKS POLICE & EOC FACILITY
Grand Forks, North Dakota
Predesign & Design

WEST BLOOMFIELD POLICE HEADQUARTERS
West Bloomfield, Michigan
Predesign Study

BLUE SPRINGS POLICE & EMS HEADQUARTERS
Blue Springs, Missouri
Predesign, Design & Construction

EAST WINDSOR POLICE HEADQUARTERS
East Windsor, Connecticut
Planning & Schematic Design

CLEVELAND METROPARK RANGER HQ/STATIONS
Cleveland, Ohio
Management Study, Facility Analysis

FALL RIVER POLICE HEADQUARTERS
Fall River, Massachusetts
Renovation Feasibility Study

MATTESON POLICE HEADQUARTERS
Matteson, Illinois
Predesign, Design & Construction

SIOUX CITY POLICE HEADQUARTERS
Sioux City, Iowa
Predesign, Design & Construction

BURLINGTON POLICE HEADQUARTERS
Burlington, North Carolina
Predesign, Design & Construction

ARLINGTON POLICE HEADQUARTERS
Arlington, Texas
Needs Assessment & Reuse Evaluation

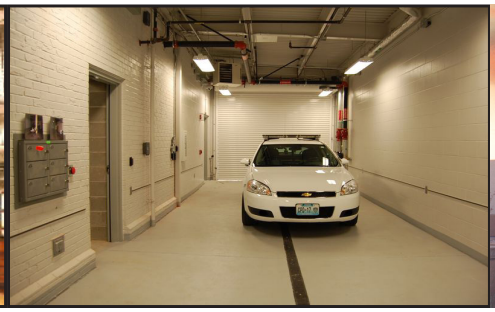
LAS VEGAS POLICE HEADQUARTERS
Las Vegas, New Mexico
Needs Assessment & Site Selection

FRANKLIN POLICE HEADQUARTERS
Franklin, Ohio
Predesign Study

SOMERVILLE POLICE & FIRE HEADQUARTERS
Somerville, Massachusetts
Architectural Programming

LEWISVILLE POLICE HEADQUARTERS
Lewisville, Texas
Predesign, Design & Construction

NEWPORT POLICE HEADQUARTERS
Newport, Rhode Island
Space Needs & Relocation Study



CLIENT REFERENCES
PFDG

1. **Poplar Bluff Police Department**
   Mike McClain, Deputy Chief of Police
   1111 Poplar St.
   Poplar Bluff, MO 63901
   573-785-5776
   mmcclain@pbpolice.org

2. **O'Fallon Justice Center**
   Chris Clercx, Sr. Project Manager
   100 North Main Street
   O'Fallon, MO 63366
   (636) 379-5590

3. **Columbus Police Department**
   Charles Sherer, Chief of Police
   2419 14th Street
   Columbus, NE 68601
   402-564-3201
   charles.sherer@columbusne.us

4. **Salina Training Facility**
   Brad Nelson, Chief of Police
   255 10th Street
   Salina, KS 67401
   785-826-7210
   brad.nelson@salina.org

5. **Burlington Police Department**
   Dennis Kramer, Chief of Police
   201 Jefferson Street
   Burlington, Iowa 52601
   319-753-8366
   kramerd@burlingtoniowa.org

POLICE FACILITY DESIGN GROUP

PUBLIC SAFETY FACILITY ASSESSMENT AND DESIGN

WSKF Architects completed a needs assessment and preliminary design for a new public safety facility in Maryville, Missouri. In 2018, city leaders selected WSKF to complete the design for construction. The new facility was built adjacent to the existing facility and houses police, fire, and dispatch under one roof.

The fire space includes five apparatus bays with support functions, a dayroom, kitchen/dining, fitness, two training rooms, and space for administrative functions.

The police space includes a sallyport, processing area, holding, interview rooms, evidence storage, lab/processing, briefing/training room, emergency operations center, and administrative offices and functions.

The dispatch center is in a structurally reinforced area within the facility. Dispatch staff handle calls for public safety agencies for the city and Nodaway County.

completion	2020
cost	$4 million
size	22,126 SF
location	Maryville, MO
owner	City of Maryville

WSKF ARCHITECTS

EMERGENCY SERVICES (FIRE & POLICE) FACILITY

WSKF led the architectural-engineering members of a design-build team developing the design for a new joint fire and police facility to serve this community of 10,0000 residents.

WSKF's development of a design for a single facility for both public safety agencies followed an unsuccessful effort by another design team to align the facility design and budget.

The Fire Department space includes four apparatus bays, administrative offices, training room/EOC with bunk space for six, and additional residential space. Also included are a dispatch room for three dispatchers and a shared fitness room.

The adjoining Police Department facility includes a sallyport, intake and processing area as well as evidence processing and storage, interview rooms, report writing, locker rooms, conference room, and administrative space.

The design balances the needs for both departments within the city's budget.

completion	2018
cost	$5.1 million
size	28,211 SF
location	Coffeyville, KS
owner	City of Coffeyville

WSKF ARCHITECTS

LEE'S SUMMIT FIRE STATION NO. 3

Station No. 3 is designed to support the needs of this forward-thinking fire department and community of 100,000 residents. The department is accredited by the Commission on Fire Accreditation International. The project parameters included a facility design supporting the department's operational and decontamination protocols, focus on crew fitness and creating a calming and restful environment for crews. The result is a 16,042-SF station with four drive-through bays, bunk space for 12, kitchen/dining/dayroom and offices and support space.

The design balances Lee's Summit standards for its municipal facilities and fits within a site adjacent to a large senior living complex and single family residential neighborhoods. Station No. 3 is the fourth station designed by WSKF Architects for this department.

completion	2020
cost	$4.9 million
size	16,042 SF
size	Lee's Summit, MO
owner	City of Lee's Summit

WSKF ARCHITECTS

ST. JOSEPH FIRE STATION NO. 8

WSKF led the design disciplines as part of a design-build team with Herner Construction for this new fire station on Mitchell Ave. City leaders secured the site through cooperation with nearby Missouri Western State University. The station is 7,238 SF on the main floor with another 3,079 SF on a lower level to house future needs for an emergency operations center, board room, offices, and other support spaces. The station includes two apparatus bays, gear storage, bunk space for four, fitness room, dayroom, kitchen and dining, a screened in patio, office, and other support spaces.

The exterior design is based on a prototype design developed by WSKF in 2011 to create a distinct look and feel for new stations in the community.

Station 8 is the fourth station based on the design. Station 8 also incorporates a number of our latest design strategies focused on operational factors such as turnout efficiency, crew health and wellness, fitness, restorative rest and sleep, and crew morale and motivation. Station 8 was dedicated by the City and community leaders in mid-2022.

completion	2022
cost	$3.37 million
size	10,317 SF
location	St. Joseph, MO
owner	City of St. Joseph

WSKF ARCHITECTS

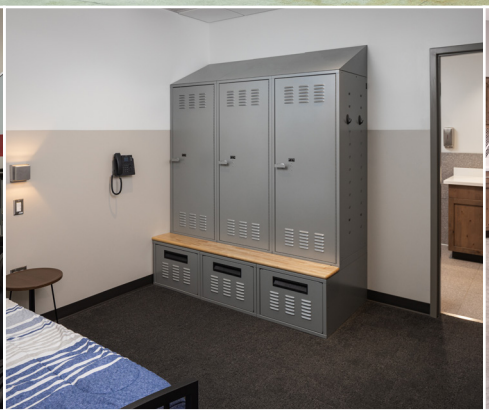
NEVADA FIRE/POLICE NEEDS STUDY + FACILITY DESIGN

In 2012, WSKF Architects was commissioned to complete a needs assessment and space needs study for this community with a population of 8,300. The existing facility, built around 1950, has grown outdated, undersized and in deteriorating condition. The study included an existing facility review, determination of how the facility complies with current and emerging facility needs for all three major uses and offering alternative planning scenarios to address facility needs. It also includes a statement of probable cost. WSKF worked with each department to assure that the needs assessment provided an objective and equitable approach to space needs for all functions.

Our team also worked with the city's administration on funding provisions and limitations to ensure the facility would meet financial goals. The completed fire station includes four drive-through apparatus bays, bunkspace, kitchen, dayroom, administrative offices and other support spaces. The facility includes a sallyport, intake and processing area, holding area, interview space, evidence processing and storage, lab, armory, investigations unit and administrative space. The design integrates a municipal courtroom that seats 60 and doubles as City Council chambers. Judge's chambers and space for the court staff is also included.

completion	2015
cost	$1.6 million (Fire) $2.2 million (police)
size	9,651 SF (Fire) 8,396 SF (Police)
location	Nevada, MO
owner	City of Nevada

WSKF ARCHITECTS



SOUTHERN JACKSON FIRE STATION NO. 3

Leaders selected WSKF Architects to head a team for a new station for the new Southern Jackson County Fire Protection District, which merged two public safety agencies. The station is situated on Wyatt Road and utilizes a pre-engineered metal building system. The station provides bunk space for five, dayroom/dining and kitchen, fitness room, shared showers, gear storage, gear wash, and administrative space.

Built by our teaming partner Crossland Construction, the station has two drive through bays with the ability to be expanded to a third as needed. The station materials also provide ample sound control, and the building is constructed of prefinished metal, masonry, as well as having a standing seam metal roof.

completion	2023
cost	$3,915,000
size	10,092 SF
location	Blue Springs, MO
owner	Southern Jackson County FPD

WSKF ARCHITECTS

FIRE/EMS FACILITY EXPERIENCE

Fire Station No. 4
Des Moines, IA

Police/Fire/EMS Training Campus
Master Plan, Broken Arrow, OK

Fire Station No. 5
Columbus, GA

Fire Station No. 4
Salina, KS

Fire/EMS HQ/Station Renovation
Riverside, MO

Fire Station No. 2 Renovation
Columbus, NE

Central Cass County FPD HQ/
Station Renovation
Harrisonville, MO

Public Safety Training Campus
Design , Sioux Falls, SD

Southern Jackson County FPD
Station
Blue Springs, MO

New Fire Station No. 8
St. Joseph, MO

Fire Station No. 11
Des Moines, IA

Departmentwide Facility
Assessment Study – Gainesville
Fire Rescue
Gainesville, FL

Southern Platte FPD Station No. 3
Renovation
Parkville, MO

Fire Station No. 2 (design architect)
Jefferson City, MO

Callaway County Ambulance
District Station Renovation
Fulton, MO

Lee's Summit Fire Station No. 3
Lee's Summit, MO

Fire and Police Facility Needs
Assessment/Study and Design
City of Maryville, MO

Public Safety Training Campus
Master Plan
Sioux Falls, SD

New Fire Headquarters & Station
Columbus, NE

Fire Facilities Feasibility/Needs
Study, Casper, WY

Owasso New Fire Station, HQ
Facility & Tactical Training Campus
Owasso, OK

Fire Station No. 74
Shawnee, KS

Fire Station No. 4 Programming/
Space Needs Study
Salina, KS

Tri-County Ambulance District
Station & Headquarters
Plattsburg, MO

Westran Fire Protection Dist.
Facilities, Randolph County, MO

New Fire Stations No. 9 and No. 11
St. Joseph, MO

Emergency Services Facility
Joint Fire and Police
Coffeyville, KS

Smithville Area FPD Station
Smithville, MO

Pleasant Valley Fire Station
Pleasant Valley, MO

Linn County E-911 Dispatch Center
Marceline, MO

Joint Fire & Police Facility
Needs Assessment/Study + Design
Overland Park, KS

Olathe Fire Department Station
No. 2 Renovations
Olathe, KS

WSKF ARCHITECTS

CLIENT REFERENCES

WSKF ARCHITECTS

Kenny Cordonnier, Fire Chief
St. Joseph Fire Department
Fire Station No. 8
816-271-4603
kcordonnier@stjosephmo.gov

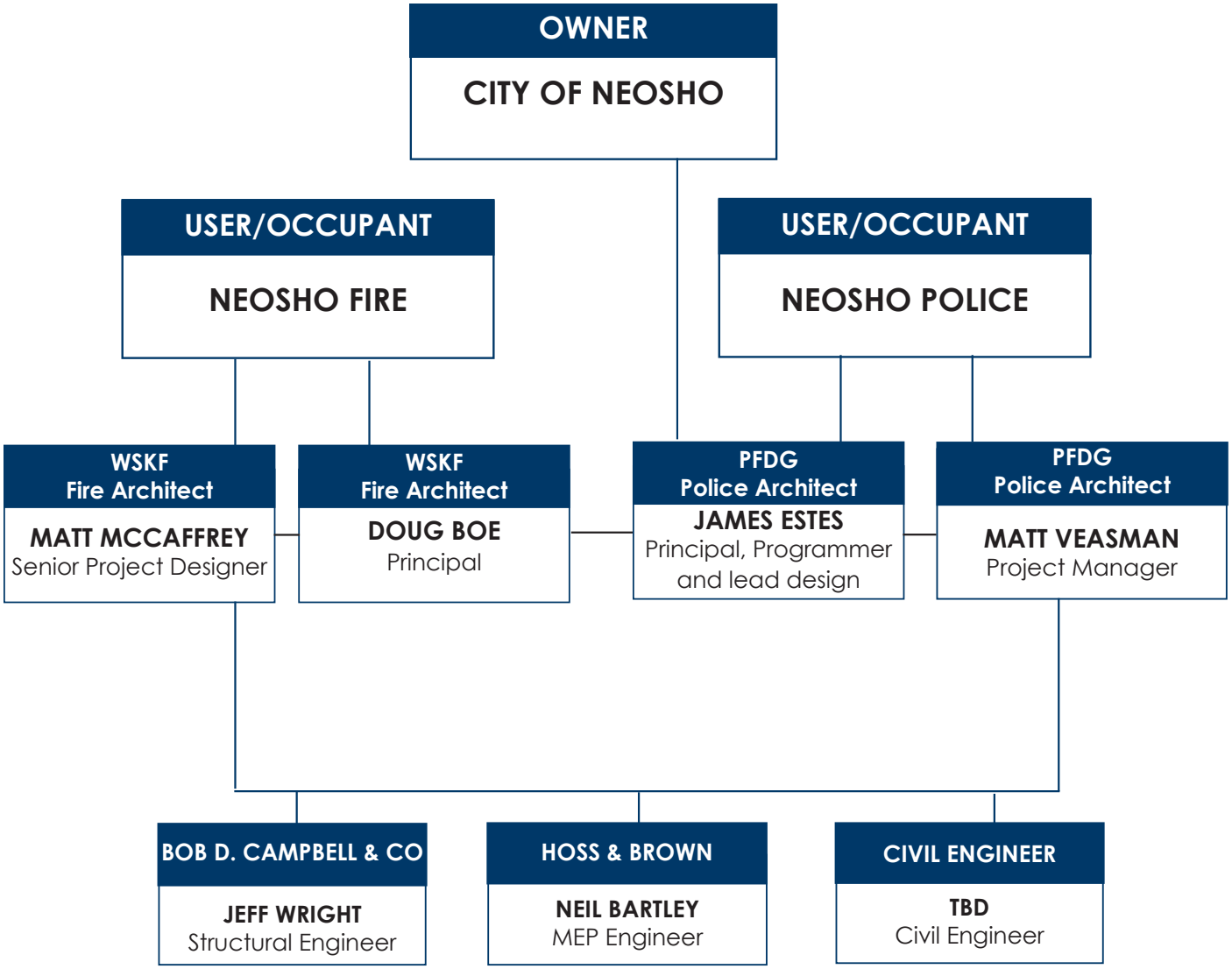
Mike Snider, Fire Chief
Lee's Summit Fire Department
Fire Station No. 3
816.969.1301
Mike.Snider@cityofls.net

Bill Large, Fire Chief
Southern Jackson County Fire Protection District
816-578-4211
blarge@sjcfd.org

WSKF ARCHITECTS

2. Project Team

STAFFING AND CONSULTANT ORGANIZATION CHART



JAMES ESTES, RA - Principal

Police Facility Design Group, P.A.

ROLE

As Principal at PFDG, James will be directly involved in the early critical phases involving programming and design. James will maintain involvement throughout the project providing insight and guidance related to "big picture" planning.

STRENGTHS AND ASSETS

James teaches on the topic of successful law enforcement facility development and is a lead instructor for the Police Facility Planning Institute. With his many years in the specialization of this building type, he has gained a great deal of understanding with regard to police operations and how their facilities can impact their operations. He feels his greatest strength is a design approach that represents the perspective of the police personnel he serves, the ability to lead his clients, and to understand while listening to the client's goals and concerns.

REGISTRATION / ASSOCIATIONS

Registered Architect
National Council of Architectural Registration Boards
Professional Registration in Multiple States

EXPERIENCE

30+ years

EDUCATION

Kansas State University
Bachelor of Architecture, 1986

EMPLOYMENT EXPERIENCE

Architecture Unlimited
1983 - 1985
Police Facility Design Group
1986 - Present

RECENT POLICE EXPERIENCE

Lubbock Police Headquarters
Lubbock, Texas
Columbus Police Facility
Columbus, Nebraska
O'Fallon Justice Center
O'Fallon, Missouri
Royal Oak Police Facility
Royal Oak, Michigan

Continued...

Owasso Police Facility
Owasso, Oklahoma
Creve Coeur Police Facility
Creve Coeur, Missouri
Salina Training Facility
Salina, Kansas
North Liberty Police Department
North Liberty, Iowa
Clarksville Police Facility
Clarksville, Arkansas
Clayton Police Headquarters
Clayton, Missouri
Pearland Police and Courts Building
Pearland, Texas
Marion Police Headquarters
Marion, Iowa
Brenham Police Headquarters
Brenham, Texas
Ankeny Public Safety Center
Ankeny, Iowa
Grand Island Law Enforcement Center
Grand Island, Nebraska
Manchester Police Headquarters
Manchester, Missouri
Conway Central Police Facility
Conway, Arkansas
Pittsburg Police & Courts Facility
Pittsburg, Kansas
Daytona Beach Police HQ Design
Daytona Beach, Florida
Burlington Law Enforcement Center
Burlington, Iowa
Highland Public Safety Facility
Highland, Indiana
North Kansas City Police Facility
North Kansas City, Missouri
Papillion Police Headquarters
Papillion, Nebraska

MATT VEASMAN, LEED AP - Project Manager

Police Facility Design Group

ROLE

Matt will serve as Project Manager for PFDG. Matt will work closely with James to convert concept designs into detailed facilities. Matt will direct other assigned staff in the production related to the project. In addition, Matt will coordinate the efforts of outside consultants supporting the scope for which PFDG is responsible.

STRENGTHS AND ASSETS

Matt is the firm's LEED Accredited Professional. He ensures that sustainable design strategies are employed but always balanced with initial construction costs. With a vast amount of experience running projects from start to finish, he is highly skilled in AutoCAD, Revit, Sketch Up, and other methods of project visualization and documentation. Matt excels in the use of Building Information Modeling (BIM).

Matt leads the efforts of PFDG in designing and implementing security aspects related to all projects. This encompasses door access control and monitoring, audio/video monitoring, incident alert notification and paging, and integration of all components. Matt also facilitates the design and implementation of IT and other technological infrastructure, including radio, 911, and communications equipment.

Matt's greatest strength lies in his in-depth understanding of construction details and methods. His experience gives him the ability to work successfully with clients, consultants, and contractors, meeting schedules and budgets while providing innovative and functional design.

REGISTRATION / ASSOCIATIONS

LEED Accredited Professional

EDUCATION

Kansas State University
Bachelor of Architecture, 1999

EXPERIENCE

20+ years

EMPLOYMENT EXPERIENCE

Gould Evans Goodman Associates
1999 - 2006
Police Facility Design Group
2006 - Present

RECENT POLICE EXPERIENCE

Poplar Bluff Police Department
Poplar Bluff, Missouri
Creve Coeur Police Facility
Creve Coeur, Missouri
Salina Training Facility
Salina, Kansas
North Liberty Police Station
North Liberty, Iowa

Continued...

Royal Oak Police Facility
Royal Oak, Michigan
Burlington Police Facility
Burlington, Iowa
O'Fallon Justice Center
O'Fallon, Missouri
Independence Police Facility Renovation
Independence, Missouri
Clarksville Police Facility
Clarksville, Arkansas
Marion Police Headquarters
Marion, Iowa
Clayton Police Headquarters
Clayton, Missouri
Pearland Public Safety Building
Pearland, Texas
Fayetteville Prosecutor's Court
Fayetteville, Arkansas
Papillion Fire Station #2
Papillion, Nebraska
Kannapolis Police, Fire & Emergency Operations
Kannapolis, North Carolina
Highland Public Safety Facilities
Highland, Indiana

DOUG BOE RA, NCARB, LEED AP

PRINCIPAL

Doug brings principal-level experience in all levels of project development, planning, programming, design, and construction across a body of work that is widely varying in scope and scale. Doug joined WSKF in 2017 after 20 years as a principal at his previous firm. His strengths include hands-on project management, developing design solutions, and interacting with owners, contractors, and design consultants. His portfolio includes public safety, educational, commercial, and municipal facilities.

relevant experience

- LIFE Community / Recreation Center Preliminary Design, Lawson, MO
- Kansas Forest Service Truck Maintenance Facility Preliminary Design, Manhattan, KS
- Parks Admin/Maintenance Facility Study, Shawnee, KS
- City of Aurora Water Utility Warehouse and Trades Facility, Aurora, CO
- AKA City of Aurora Water Utility/SEAM Facilities, Aurora, CO
- Fire Station No. 74, Shawnee, KS
- Fire Station No. 71 Redevelopment Use, Shawnee, KS
- Fire Station No. 75 Preliminary Design, Shawnee, KS
- Fire Station No. 73 Assessment, Shawnee, KS
- Fire Department Administrative HQ Preliminary Design, Shawnee, KS
- Fire Station No. 3, Lee's Summit, MO
- Fire Station No. 8/Emergency Operations Center, St. Joseph, MO
- Fire Station No. 9, St. Joseph, MO
- Fire Station No. 11, St. Joseph, MO
- Fire & Rescue Station, Columbus, NE
- Central Fire Station Renovation, St. Joseph, MO*
- Central Cass County Fire Protection Dist. Station Improvements, Harrisonville, MO
- Departmentwide Fire Facility Assessment, Gainesville, FL
- Clay County Annex, Kansas City, MO
- Clay County Annex Interior Package, Kansas City, MO
- Elementary School FEMA-rated Safe Room, Lawson, MO*
- Saline County Visitor's Center, Saline County, MO

registrations
Registered Architect
Missouri

certifications
LEED Accredited Professional

National Council of Architectural Registration Boards

education
Bachelor of Architecture,
North Dakota State University

years of experience
33 years

*Project completed with previous firm

WSKF ARCHITECTS

MATT MCCAFFREY

SENIOR PROJECT DESIGNER | BIM MANAGER

Matt brings 15 years of experience from an array of public and private project type. He is an integral member of our public safety design team with experience on a range of police, dispatch and fire facilities. His role has included collaboration on design teams, project coordination, construction document preparation and construction administration. Matt is also highly skilled at creating renderings and other graphics used as part of broader efforts to build public support for projects. He holds a Masters of Architecture from Kansas State University.

relevant experience

- Fire Station No. 4, Des Moines, IA
- Fire Station No. 1, Lee's Summit, MO
- Fire Station No. 4, Salina, KS
- Southern Jackson County FPD Station, Blue Springs, MO
- Southern Jackson County FPD Station, Blue Springs, MO
- Joint Ellis County Fire Facility Preliminary Design, Hays, KS
- Southern Jackson County FPD Station, Blue Springs, MO
- Emergency Services (FD/PD) Facility, Coffeyville, KS
- Charlie Louis Station Renovation, Columbus, NE
- FD/PD Classroom and Tactical Training/Administration Facility, Sioux Falls, SD
- Metro Communications E-911 Facility, Sioux Falls, SD
- Fire/Police Training Campus Master Plan, Sioux Falls, SD
- Southern Platte FPD Station No. 1 Expansion, Parkville, MO
- Southern Platte FPD Station No. 3 Renovation, Parkville, MO
- Public Safety Operations and Training Complex, Owasso, OK
- Joint Police/Fire Facility, Overland Park, KS
- Police/Fire/Courts Needs Assessment, Nevada, MO
- Police/Courts Facility Design, Nevada, MO
- Fire Station/HQ Design, Nevada, MO
- New Fire Station*, Ft. Riley, KS
- Fire Station No. 74, Shawnee, KS
- Fire Station No. 3, Lee's Summit, MO
- Fire Station No. 4 Assessment, Salina, KS
- Fire Station No. 2, Jefferson City, MO
- Tri-County Ambulance District Renovation, Plattsburg, MO
- Fire Station No. 5 (LEED Silver), Lenexa, KS
- LifeFlight Air Ambulance Facility, Chillicothe, MO

certifications

Revit Certified Associate

Revit Certified Professional

education

Masters of Architecture
Kansas State University

years of experience

16 years

*Project completed with previous firm

WSKF ARCHITECTS

Hoss & Brown Engineers

At Hoss & Brown Engineers, Inc our mission is to provide client-focused service through integrated design solutions. We provide Mechanical, Electrical, and Plumbing engineering for Public Safety and many other project types. With over 25 professionals and support staff, we have the in-house resources to meet even the most demanding project needs.

President Neil Bartley
Project Role: Engineer of Record

Education: Kansas State University, 1993, Architectural Engineering
Licenses: Alabama, Arkansas, Arizona, Colorado, Georgia, Iowa, Illinois, Kansas, Michigan, Missouri, North Carolina, Nebraska, New Hampshire, Nevada, Oklahoma, Pennsylvania, South Carolina, Texas and Wyoming.
Certifications: LEED AP BD+C; Commissions Process Management Professional (CPMP); NCEES

Neil joined Hoss & Brown Engineers in 2005, as part of a career focused on the design of mechanical and electrical systems. His experience includes public safety, civic, commercial, healthcare, university, and historic renovation. Neil's focus is not only in design, but also has unique experience in the commissioning of mechanical systems and controls. As President, his responsibilities include general operations of the office, business development, quality control, mentoring, and project management.

Project List

PUBLIC SAFETY & JUSTICE

O'Fallon Justice Center - O'Fallon, MO
Columbus Public Safety - Columbus, NE
North Liberty Police Department - North Liberty, IA
Salina Regional Training Center - Salina, KS
Owasso Police Station - Owasso, OK
Burlington Law Enforcement Center - IA
Independence Police Station - Independence, KS
Pearland Public Safety - Pearland, TX
Pittsburg Police Station - Pittsburg, KS
Rooks County Jail - Stockton, KS
Building 244 - Judge Advocate - Ft. Leavenworth, KS
Saline County Courthouse - Marshall, MO
Carlson Federal Building Commissioning - Topeka, KS
Law Enforcement Center - Topeka, KS

FIRE STATIONS

Papillion Fire Station - Papillion, NE
Pittsburg Fire Station - Pittsburg, KS
New Fire Station - Ft. Belvoir, VA
Engine 15 - Jersey City, NJ
Fire Headquarters Renovation - Lee's Summit, MO
Mid-County Fire Substation - Camdenton, MO
New Fire Station #1 - Liberty, MO
Central Cass County Fire Station - Harrisonville, MO
Fire Station 2 - Lee's Summit, MO
Sni Valley Fire 1 - Oak Grove, MO
Fire Department Maintenance Facility - Topeka, KS
Linn County Ambulance District - Brookfield, MO

Jeffrey L. Wright, P.E.
Principal

BOB D. CAMPBELL & CO.
Structural Engineers Since 1957

Professional Registrations:
Colorado
Kansas
Michigan
Missouri

Education:
University of Kansas
B.S., Architectural Engineering, *1994*
M.S., Civil Engineering, *1997*

MCIB Concrete Course, *1998*

Honors:
Tau Beta Pi
Honorary Engineering Society

Phi Alpha Epsilon
Honorary Architectural Engineering Society

Responsibilities:
Project Manager / Design
Drawing Development
Site Observation

Mr. Wright is a Principal of Bob D. Campbell & Co. and began his career in structural engineering in 1997. He has gained 26 years of experience working on numerous projects and a variety of structural systems. These projects include:

- **O'Fallon Police Department** • *O'Fallon, Missouri*
  » **Completion Date:** 2017 » **Size:** 86k sq. ft.
- **VA Outpatient Clinic** • *Mobile, Alabama*
  » **Completion Date:** 2018 » **Size:** 86k sq. ft.
- **VA Outpatient Clinic** • *Montgomery, Alabama*
  » **Completion Date:** 2015 » **Size:** 152k sq. ft.
- **VA Outpatient Clinic** • *Birmingham, Alabama*
  » **Completion Date:** 2021 » **Size:** 76k sq. ft.
- **VA Outpatient Clinic** • *Tallahassee, Florida*
  » **Completion Date:** 2015 » **Size:** 152k sq. ft.
- **Keesler AFB - Hospital Modernization** • *Biloxi, Mississippi*
  » **Completion Date:** 2016 » **Size:** 172k sq. ft.
- **Eglin AFB - Pharmacy Modernization** • *Eglin AFB, Florida*
  » **Completion Date:** 2021
- **Hurlburt Field AFB – Medical Facilities Renovations** • *Hurlburt Field AFB, Florida*
  » **Completion Date:** 2021
- **Sheppard AFB Dental Clinic** • *Witchita Falls, Texas*
  » **Completion Date:** 2021 » **Size:** 169k sq. ft.
- **Popular Bluff Police Department** • *Popular Bluff, Missouri*
  » **Completion Date:** 2021 » **Size:** 27k sq. ft.
- **Wyandotte County Juvenile Detention Center** • *Kansas City, Kansas*
  » **Completion Date:** 2020 » **Size:** 62k sq. ft.
- **Salina Police Department Training Facility** • *Salina Kansas*
  » **Completion Date:** 2020 » **Size:** 15k sq. ft.
- **North Liberty Police Department** • *Liberty Missouri*
  » **Completion Date:** 2020 » **Size:** 16.5k sq. ft.
- **Independence Police Station Renovations** • *Independence, Missouri*
  » **Completion Date:** 2014
- **Clarksville Police Station** • *Clarksville, Arkansas*
  » **Completion Date:** 2015 » **Size:** 13k sq. ft.
- **Marion Police Headquarters** • *Marion, Iowa*
  » **Completion Date:** 2013 » **Size:** 45k sq. ft.
- **FBI Field Office Building** • *Jacksonville, Florida*
  » **Completion Date:** 2009 » **Size:** 165k sq. ft.

3. Approach

PROGRAMMING PROCESS & RECOMMENDATIONS

Our approach is based upon the primary goal of establishing the best direction for advancing the development of the Neosho Public Safety facility needs, specifically, police and fire.

Our design team consists of specialists in the planning of these two unique building types, and local consultants to ensure an in-depth understanding of the regional context and regulations. Police Facility Design Group (PFDG) will have sole accountability for the project by contractual agreement. WSKF Architects (WSKF) will serve as the design team's fire planning specialist and have full responsibility and direct access to the Fire Department, as PFDG will to the Police Department. Based on our planning efforts and the City's intent we will assess sites based on City needs for separate police and fire facilities or co-location if that is an option the City wishes to explore.

This first step, as defined as Phase 1 in the RFQ consists of two distinct processes; 1) programming, and 2) identifying probable scenarios for project development that meet the programmed needs.

Programming (establishing the space needed for the facility and the proper interaction of those spaces), both within the building and upon the site, should turn a "blind eye" towards how the needs will be met, focusing simply on a determination of the proper space needs.

Programming will begin with on-site information gathering. Meetings will be scheduled with representatives from the Police and Fire Department's to identify all personnel and operations and how those elements interrelate. Architect led discussions will seek to obtain insight on the department as they currently operate, endeavoring to uncover where current operations could be improved upon through the development of appropriate facilities based on standards for modern police and court facilities. Much like the development of spaces that make up the building", it is equally important to identify all elements that drive the area requirements at the site level. This is primarily related to parking, access drives, and paved surfaces to access the facilities. In addition, we believe it is important to plan for expansion beyond the twenty-year planning period, and accommodate open/green space where appropriate.

We will bring an understanding of Police Department and Fire Department operations and how facilities should be expected to accommodate those operations. We will ask department personnel to think beyond the envelope of how they currently operate, focusing on how they should operate if not for the constraints of deficient space and facilities. This will expose gaps we will address in designing new facilities. We will examine department goals and convey how other departments around the country have resolved similar facility needs. An understanding of operations unique to Neosho, combined with an understanding of typical facility needs, allows the development of an appropriate building program specifically tailored to the needs of Neosho.

Once the design team has obtained information as to how the departments functions, no singular task has greater influence on all other aspects of the project than square footage assignments. We believe it is important to know the required space necessary to perform all of the operational tasks unique to public safety design. This is one of the critical planning areas that relies upon the extensive experience of our planning specialists to ensure the "size" of all planned space is appropriate. Comparing space sizes to those standards used in the industry lends credibility to the final outcome. This same experience and database is used in all areas of our analysis on the project.

As part of our initial meetings with Neosho stakeholders, we will establish the desired relationships between all of the identified spaces (functions). This input received from you will be utilized by the PFDG/WSKF in the early design phases to establish the basic layout of the floor plans, thereby engaging the City in the functional design of the building.

PROJECT DEVELOPMENT SCENARIOS

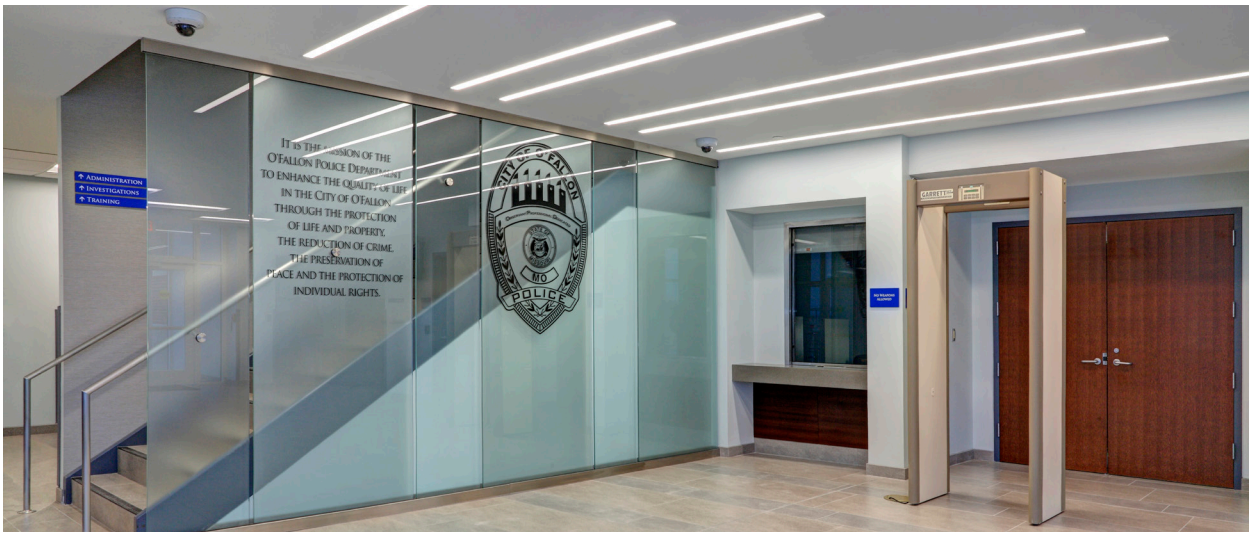
With the Program established we can begin to identify and evaluate the best alternatives for developing actual buildings to support the programmed space needs.

For new facilities we start by looking at the optimal configuration of the building, frequently involving a determination as to the number of floors that best serve the project needs. Many factors impact these decisions, including functional efficiency, building aesthetics, and Neosho preferences. As a starting point we apply our experience in public safety facility design to determine the best floor level placement. The result of this floor level assignment results in the footprint requirement for the building structure. Adding to this, site requirements such as parking, walks, and open green space determine the site acreage required to support the project. With the desired site acreage established at this point, we can facilitate a process with the City to assess sites and how best to situate police and fire facilities on your sites.

For sites that meet the minimum area requirements, PFDG/WSKF will further evaluate each based on the following criteria:

- Zoning
- Flood Plain
- Access/ Egress to site; to city
- Topography/Grading
- Utilities
- Acquisition and development costs
- Relative conformance to support operational goals

From this evaluation, a determination of project costs for each scenario will determine the relative value of the best option.



DESIGN

While we believe that detailed designs and renderings of possible building looks - and the additional professional service costs to develop these - are not an absolute necessity, beyond diagrams that convey our intended results, preparation of a conceptual design can be valuable to Neosho leaders, staff and your residents in helping visualize new facilities.

CRITICAL ISSUES AND APPROACHES

SCHEDULE CONTROL

The project schedule will be determined by both the City of Neosho and the design team. Our goal is to work efficiently and quickly enough to meet the schedule goals of the City. Our submission includes a preliminary schedule based on our current understanding of the project.

PROJECT TEAM COMMUNICATION

We have a strong belief that, within the development process, the City and the design team are partners working toward a common goal - a successful , functional public safety facility that meets aesthetic, functional and budget expectations. Project communications should be open and transparent between the City, design and construction team members so that there can be a clear understanding of decisions made and goals to be reached.

EXPERIENCE IN COST ESTIMATING

Decision-making in local government is exposed to public scrutiny. Nowhere is accuracy more important than when a construction project is given a cost. Establishing an accurate cost from the outset is critical to maintaining the project budget through construction completion. Our team has maintained and collected public safety facility construction cost data for over 35 years. It is the most thorough information (notably for Missouri projects) available on the topic pertaining to police and fire buildings. This resource serves as an aid in developing the most accurate estimates available, especially in the early phases such as a programming and design. Further, with an understanding of an expected level of quality and durability for materials, finishes and equipment that will ultimately be specified for use on a typical public safety project, final costs are typically very close to estimated costs. Once established, costs can be controlled through knowledgeable design development, contingencies, and bid alternates.

ATTENTION TO OPERATING COSTS

We recognize the value expected by the members of a community. Therefore, initial construction costs cannot be the only consideration when it comes to the development of public safety facilities. Over the life of the building, issues such as energy usage, repairs and maintenance, and premature building obsolescence can greatly exceed initial construction costs. Experience with employing efficient systems and materials, combined with proper planning, will produce the best value. Proper planning requires the need to ensure that the building can accommodate the growth of the department for a reasonable period of time into the future to prevent premature obsolescence.

PROJECT STAKEHOLDER INVOLVEMENT

Because of our extensive experience with police and fire projects, the design team embraces involving project stakeholders at various times through the programming and design phases of work during the formulation of the project program requirements, involvement is typically with user groups from each department being considered. In working with Neosho's decision makers as the design takes shape our focus is on sharing information and context to help you make informed decisions.

We typically recommend that this be limited to personnel of a supervisory level that understand functional requirements of each user group so that needs are met without wants supplanting those needs. At Neosho's preference we can also involve front-line personnel or others as appropriate.

Our understanding of industry-standard functional requirements for public safety projects will assist to inform staff of what is typical and expected for efficient operations. This open and collaborative communication between user groups and design team will help to hone in on final requirements for the project and give credibility to the end result. Building committees, City Council, other municipal departments, interested residents and community leaders will also want to understand how the project is being developed to ensure that the public will be served well by the new facilities and that tax-payer dollars will be spent wisely. The design team has experience with soliciting opinions of and presenting project information to all stakeholders, including the use of technology, project web sites and social media as an aid to the City's efforts to inform project stakeholders.

UNDERSTANDING FUNCTIONALITY AND AESTHETICS

We believe that the functional aspects of a new facility must dictate the direction of the design. Our planning process will be structured around the development of operational interactions specific to the City of Neosho's public safety departments. Success is dependent upon the interaction of the design team and the user group, specifically the design team's ability to understand how the user operates, and the ability to develop a program that will meet the user's operational needs.
Architecture can, and should, be an inspiration to the community. The architecture of public buildings should make a positive statement for our communities and our society. At the same time, we must recognize the careful balance struck between spending taxpayer dollars wisely, and giving the taxpayer something to show for their investment.

We have a proven record of planning and designing facilities that meet and maximize budgets. We will discuss first costs vs. long-term costs. Decisions about materials, equipment, etc., must be made with an understanding of the implications for any immediate construction costs as well as longer term implications in terms of durability, maintenance, etc. Our approach with Marion will be to make sure you are able to make informed decisions about your station.

QUALITY ASSURANCE AND QUALITY CONTROL

PFDG AND WSKF and our engineering partners use a QAQC process that starts when the project starts. Our QAQC manual details more than 400 tasks team members perform throughout the planning and design process. This process ensures rigorous design standards, design aligned with Neosho's goals, detailed construction documents and specs, and a high-performance fire station. James Estes and Doug Boe lead this process. As the principal in charge one of his key roles is the coordination and review of design documents across all disciplines to ensure completeness and to minimize any discrepancies across design disciplines.

Final Design & City/Departmental Signoff

The "Final Design" involves creating, assessing and fine-tuning the preliminary design to assure that every facility component and requirement meets your vision and needs. It is common practice to complete two to three design sessions that both tweak and affirm the design. Once we have created what we collectively believe is a design that fulfills your facility objectives (both in design and cost), we will secure from the City and public safety design signoff.

Design Execution & Bidding
The project team will create final construction documents and specs for use by the contractor. There are two critical aspects of this work. First, we need to assure that the complete final design is well documented (complete and thorough design execution). Second, we will share insights and details about the design and project with the contractor to ensure they have a common understanding of the project and related priorities.

Construction, Facility Operation Demonstration & Use
We have found that quality projects are best achieved through a true collaborative partnership; owner, design team, and contractor. We achieve this through a focus on sharing design insights and expectations from the very beginning. We know that time is money to all project members, so we also achieve a collaborative partnership by being responsive. If the contractor is at a critical stage, we are committed to more frequent site visits. Once the facilities are complete, we will work with the City and public safety leadership on a Facility Operation Demonstration program (owner's manual) to ensure that operational personnel understand functionality and systems. We will conduct a one-year warranty assessment of the completed project and will work with the City, Police Department, Fire Department and the contractor to remedy all non-performing/warranty work.

WHAT DISTINGUISHES OUR APPROACH?

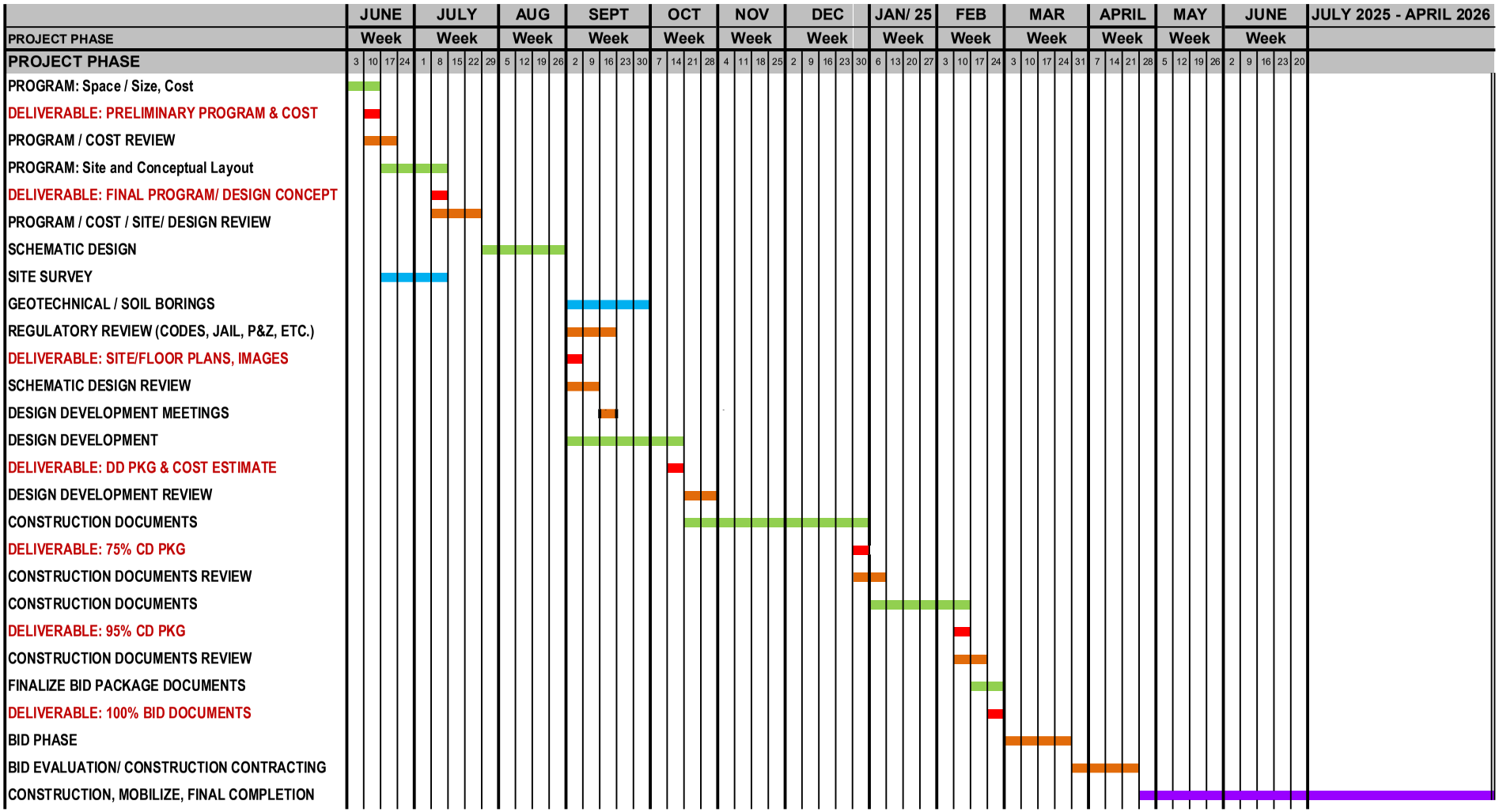
- A systematic approach that delivers successful facility designs based on our extensive experience across the full range of your facility needs.
- Action-oriented planning. Our approach provides a practical path forward to meet your current and future facility needs
- A process focused on identifying Neosho's unique facility needs and ensuring that these needs guide all assessment and design decisions.
- Expertise: We will bring our proprietary design strategies to addressing your police and fire needs so the City is assured of facilities reflecting today's best practices in facility design.
- Communication. Meeting minutes, regular emails and explanatory material and cost estimates keep all stakeholders informed of project status and progress.
- Listening. PFDG and WSKF and our engineering partners bring an extensive body of work to the proposed project but the projects can only be successful if our expertise is in service of your vision and goals. That requires active listening and a spirit of collaboration.
- Completed police and fire facilities that meet Neosho's unique needs and that deliver enduring value through operational excellence, functionality, durability and low maintenance costs.

4.
Level of Effort

OVERALL PROJECT TIMELINE

LEGEND

Architect Driven Schedule		Owner Driven Schedule	
Third Party Driven Schedule		Contractor Driven Schedule	

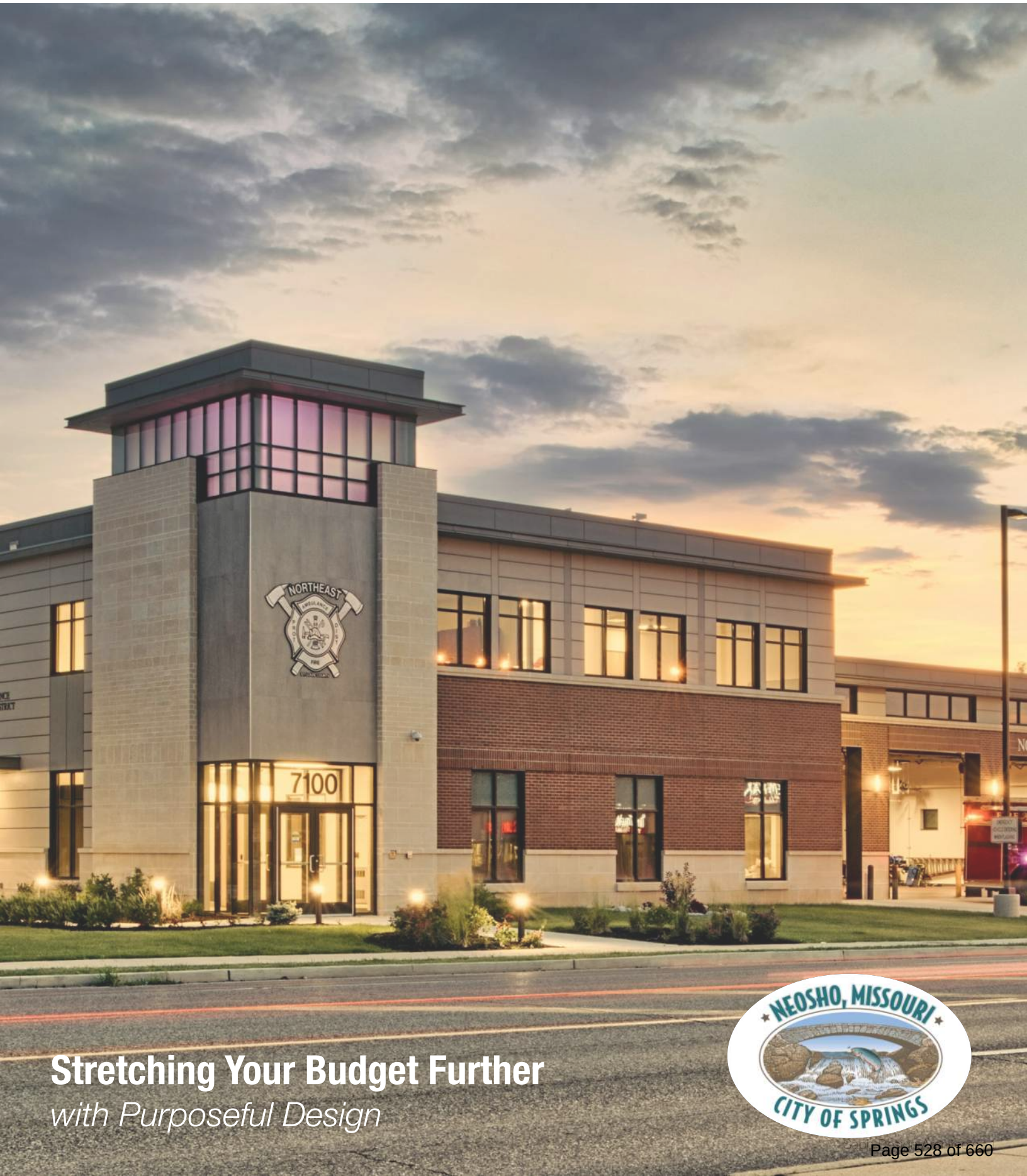


The RFQ requests a scheduling timeframe of 180 days from notice-to-proceed. We believe this to be an extremely aggressive timeline that – while not impossible – could lead to pressured Owner decision making that could lead to shortsighted, and potentially costly project direction. It could also result in construction documents that are not as thorough and error free as necessary for the goal of minimizing change orders through accurate and QC verified documents.

We believe that the extensive background PFDG brings to a project, results in a project progressing expeditiously and with a high standard of care. Given that, with the high cost of construction in the current bid climate and the various options regarding planning both police and fire, we believe Owner review and input will require significant consideration regarding how the project is to be advanced as project information is developed.
Additionally, in a construction delivery method involving a Construction Manager, milestones along the way that require their cost estimating will pose an even greater amount of time in the design process.

SAPP DESIGN ARCHITECTS + JEMA

Public Safety Center Design Services
City of Neosho, MO
Request for Qualifications



Stretching Your Budget Further

with Purposeful Design

NEOSHO, MISSOURI
CITY OF SPRINGS

Contact

Stephen Telscher, AIA | NCARB | LEED AP BD + C
Partner + Senior Project Manager
417.877.9600
telscher@sdaarchitects.com

sdaarchitects.com

SPRINGFIELD | 3750 S. Fremont, Springfield, MO 65804

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4 Letter of Transmittal

SAPP DESIGN ARCHITECTS
Enrich Life, For Generations

Hello Neosho,

Our team wants to thank you for allowing us to meet with representatives from Neosho's City Administration, Police, and Fire Departments and to learn more about your vision for a new Public Safety Facility. Our Team visited the proposed site so that we could start forming ideas about the proposed project and its context within your community. Many people may not realize that Sapp Design Architects has had the honor of working directly in Neosho for nearly 14 years, having earned the continued trust of the local school district through several administrations. Because of this long-standing history, we understand your community and have strong relationships with your local general contractors. Because of this ongoing history in your community and experience in public safety projects, we are excited to submit our qualifications for the new Neosho Public Safety Center and begin to serve those who serve your community every day.

While we have put a lot of information and effort into this RFQ, we have boiled it down to a few key points to remember us by.

Proven Expertise in Public Safety Centers: Sapp Design Architects has been a part of some great public safety projects. Still, with this project being a combined facility, we thought it would be great to bring along a respected and familiar colleague, JEMA, who has designed over 50 such facilities, including similar buildings to the proposed combined fire and police station for Neosho. Having the critical experience will allow our team to ask the right questions and allow us to collaborate with you and create a secure and efficient facility while optimizing costs through the following:

The Right Team: There are no rookies here, as you will see from our team's resumes, whose experience averages over 25+ years across all disciplines and is being led by partner-level team members who will be deeply committed to the success of your project. It's also worth noting that our sub-consultants, RTM Engineering and Olsson, have worked with us for over 20 years on public projects of all sizes and types.

Construction Methodology: We understand that the City of Neosho may consider the Construction Manager at Risk (CMAR) process vs the traditional Design-Bid-Build process. Our team is well-versed in this newer process, having completed $369 million in CMaR projects, including $200 million in the last five years. However, CMAR is a different process than what many in the area may be used to. We are prepared to assist you in defining the project scope, developing scoring criteria, conducting interviews, and ensuring adherence to state requirements as we help you navigate that process. Likewise, we will do the same if you choose the traditional DBB process.

On-time and on Budget: "On budget" is not just a statement; it's a track record. In fact, over the last five years, our team has averaged -4.9% under budget on nearly $200 million worth of projects! We do this by defining the project parameters early in the process with all stakeholders and continually reviewing those parameters at each phase of the design process so that there are no surprises…because, let's face it, surprises in construction are rarely positive!

Ready to Hit the Ground Running: Our team at Sapp Design and JEMA took the time to come down and meet with your team and explore your site in person. From this exploration, we have already taken the initiative to put our ideas down on paper on ***page (54)*** to show that we understand the site and have the experience to develop a combined Public Safety Center within the constraints of your site. Please note; this is only a concept and is not set in stone, but a starting point for discussion and visioning, as our genuine desire is to develop this project with you.

Deeply Committed to Community: Our company mission is to "***Enrich Life, For Generations***" which reflects our dedication to creating civic buildings that have a lasting positive impact on the community. Through years of community engagement in Neosho, we have witnessed firsthand how well-designed public facilities can transform a city and those that serve it daily.

In closing, Sapp Design Architects and JEMA's expertise, dedication to the community, and proven track record in public safety center design make us the ideal partner for the City of Neosho. We are confident that by working together, we can create a state-of-the-art facility that serves the needs of your community for generations to come. We look forward to the opportunity to collaborate with you on this project and further strengthen our relationship with the Neosho community.

Respectfully,

Sapp Design Architects
Stephen Telscher, AIA | NCARB | LEED AP BD+C
Partner + Senior Project Manager
417-877-9600 | telscher@sdaarchitects.com

6

Consultant's Experience

Architecture + Interior Design (Main Point of Contact)

SAPP DESIGN ARCHITECTS

General Information

Springfield Office HQ
3750 S. Fremont
Springfield, MO 65804
417.877.9600

Hours
M-F 8am to 5pm

Our Services
Architecture
Interior Design
Strategic Master Planning
Feasibility Study
Furniture Coordination
Adaptive Reuse
Visualization

Firm History

Founded in Springfield, Missouri, in 1986, Sapp Design Architects is a full-service architecture and interior design firm. Our mission is to *Enrich Life for Generations* through thoughtfully designed projects tailored to each community we serve. We've developed a reputation for being easy to work with and exceeding client expectations while maintaining budgets of all sizes. In 2018, Sapp Design Architects opened our Kansas City Office, and have since worked in every county in the greater KC metro area, completing over $150 Million in new public projects. With 38 years of experience and over 900 projects across Missouri, Kansas and Arkansas, we are proud to have been a part of so many public projects.

In early 2023 five of our leaders became partners in the firm, expanding our leadership team and continuing to bring projects to life as they have for the last few decades.

Design with the future in mind

Our focus lies in the creation of e environments that leave a positive impact on the community. Our designers exemplify a tireless pursuit of excellence, immersing themselves in research and innovation to ensure they remain at the forefront of design trends and technology as our world rapidly changes. Public spaces have an impact on many lives and we understand the importance of designing spaces in which people can thrive, learn, and become inspired for generations.

Architectural Police & Fire Consultant

JEMA

General Information

St. Louis Office
2823 Olive St.
St. Louis, MO 63103
314.531.7400

Areas of Expertise

JEMA specializes in planning, architecture, and interior design. The partners, John Mueller and Jonathan Emert, share a passion for client service, sustainable design and community building. Our partnership brings over three decades of experience with a wide array of architectural projects. Over the last 10 years, we have successfully designed and constructed over 400,000 square feet of municipal projects including city halls, courts, police stations, and fire stations.

Culture

JEMA sees planning and architecture as engines for building new community, enhancing our clients' lives and challenging the expected. We cherish nature and work to restore the environment through sustainable design. Understanding that all things are interwoven drives our philosophy of design. Our culture recognizes that the best ideas and innovations can come from anyone. We foster a culture of transparency, collaboration and non-judgment.

Approach

Our approach is characterized by listening, understanding, collaborating and leading. We understand that new facilities are more than "bricks and mortar". Any new project has the potential of becoming critical building blocks for the life of a community. Functionality and security need to be balanced with civic identity and character. We believe that a great project is created through collaboration amongst all the stakeholders. The client, design and construction team, site, budget, communication, technology, innovation and delivery are all important ingredients of a project. Understanding the elasticity and balance between each of these ingredients forms the underpinnings of our practice.

Civil Engineering

General Information

550 E St Louis St
Springfield, Mo 65804

479.443.3404

Our Services
Civil Engineering
Geo-technical
Special Inspections

History

We're Olsson, a nationally recognized, employee-owned engineering and design firm with a rich history of success. Founded in 1956 on the very mindset that drives us today, we're here to improve communities by making them more sustainable, better connected, and more efficient. Simply put, we work to leave the world better than we found it. Though our philosophy hasn't changed since John E. Olsson opened our doors many years ago, we have certainly evolved. We achieved Top 100 engineering firm status in 2018 (currently No. 94 on Engineering News- Record's Top 500 Design Firms national list), proving that tenacity, teamwork, and a philanthropic mindset is indeed a winning combination. Team-based and purpose-driven, we have more than 1,300 professionals in nearly 30 offices across nine states and offer a comprehensive list of services. Our team includes engineers and designers, planners and landscape architects, scientists, and public engagement professionals.

Experience

Olsson is well-known in the Springfield Community as a Multi-disciplined engineering firm that has years of experience working with the City of Springfield, Greene County, Springfield Public Schools, and Greene County Library District. Olsson has also been a part of Mid-Continent Public Libraries proposition L work with Sapp Design Architects through the development of new site locations, feasibility studies, renovations, additions, and construction of new Award Winning Libraries.

Structural & MEP Engineer

General Information
Springfield Office
3333 E. Battlefield
Suite 1000
Springfield, MO 65804
417.881.0020

Our Services
Structural Engineering
Mechanical Design
Electrical Design
Plumbing Design
Fire Protection

National Resources, Local Relationships

RTM was founded in 1981 starting out as a 3-person firm providing mechanical engineering services to clients in the Midwest. Building on those initial foundational relationships, today RTM has grown into a national MEP and Civil engineering firm, licensed in all 50 states and with office locations coast to coast. While our resources allow for a wider reach, we pride ourselves on keeping our local relationships strong.

Lets Partner Together

Our commitment to becoming a partner to our clients has been a leading factor in our success. We go beyond the typical consulting role, striving to align with the goals, processes, and people involved in each project. By fully understanding our clients, we can provide the best solutions for any project type.

Our Most Important Asset is our People

We pride ourselves on creating an environment that shares knowledge, whether that's client facing or within our own walls. We encourage and empower our teams to develop expertise in multiple markets and across disciplines. RTM is known for hands-on experience, continuing education, and career advancement

12

Relevant Project Experience

Relevant Project Experience

100%

Success rate on bond initiatives with clients.

Our goal is to set you up for SUCCESS.

Let us collaborate to evaluate your needs, develop a solution, and share your vision with the community.

47+

SUCCESSFUL MUNICIPAL PROJECTS ACROSS MISSOURI

LEGEND

- Needs Assessment / Evaluation Conducted
- Dispatch Component
- Sustainable Practices Employed
- Project Within Budget
- Project Below Budget
- Completed On-Time
- In-Progress
- New Construction
- Addition
- Renovation

CITY OF BALLWIN POLICE STATION
NEEDS ASSESSMENT & NEW POLICE FACILITY
BALLWIN, MO
JEMA

Completion Date: 2023
Size: 25,000 Square Feet
Reference: Bob Kuntz
Former City Administrator
Contact: 636-227-9000

Key Personnel
John Mueller, Steve Hoover, Jon Emert, Lara Thiel, Mike Barkoviak

Ballwin Police Department is in the process of building a new facility. JEMA conducted building evaluation & analysis of the existing station along with a programming and needs assessment. This was followed by conceptual design studies on multiple sites. JEMA is currently working with the city of Ballwin on the design development and construction of the new facility.

CITY OF GLENDALE
NEEDS ASSESSMENT & NEW FIRE STATION
GLENDALE, MO
JEMA

Completion Date: 2018
Cost: $ 6 .75M
Size: 22,400 Square Feet
Reference: Curtis VanGaasbeek
Fire Chief
Contact: 314-965-7097

AIA St. Louis
Award: 2019 AIA Honor Award

Key Personnel
John Mueller, Steve Hoover, Jon Emert

JEMA provided building evaluation and needs assessment for the Glendale Fire Department. A new Fire Station was determined necessary due to seismic upgrades needed. Glendale's new station improved response time, provides on-site training, creates a new "home" for the fire fighters, employs sustainable practices, and anchors the downtown area.

VALLEY PARK FIRE STATION 2
NEEDS ASSESSMENT & NEW FIRE STATION
VALLEY PARK, MO
JEMA

Completion Date: 2023
Size: 14,680 Square Feet
Approx. Cost: $6.1 Million
Reference: Jim Polk,
Valley Park Fire Chief
Contact: jpolk@vpfire.org

Key Personnel
John Mueller, Steve Hoover, Jon Emert, Mike Barkoviak

New ground up construction of a fire house with four apparatus bays and living quarters on an upper level with administration offices, training and boardroom located on a lower level as well as an entry lobby and restroom facilities. The new building was determined to be a must after JEMA's evaluation uncovered structural and seismic deficiencies in the old facility.

Relevant Project Experience

FERGUSON POLICE STATION & MUNICIPAL COURT
NEEDS ASSESSMENT & ADDITION / REMODEL
FERGUSON, MO
JEMA

Completion Date: December 2014
Size: 24,000 Square Feet
Approx. Cost: $3.5 Million
Reference: Matt Unrein,
Former Assistant City Manager
Contact: 636-937-6646

Key Personnel
John Mueller, Jon Emert, Steve Hoover

Ferguson's Police Headquarters was built in 1979 and was in severe need of upgrades and improvements. JEMA assessed the existing conditions of the facility and needs of the department, developing a design to renovate the entire facility and bring it up to 21st century standards. We also created new additions to the building that included a new Sally Port, Dispatch Center, Evidence Room, Entry Lobby, Courtroom, Training/EOC Room and Staff Break Room. The project employs Sustainable Design practices.

ST. CHARLES FIRE PROTECTION
NEEDS ASSESSMENT & RENOVATION/ NEW CONSTRUCTION
OF MULTIPLE FACILITIES
ST. CHARLES, MO
JEMA

Completion Date: in-progress
Size: multiple facilities
Reference: George Sheets, Fire Chief
Contact: 636-949-3250

Key Personnel
John Mueller, Steve Hoover, Tonny Jun, Matt Sutherland, Lara Thiel

JEMA is conducted multiple building evaluations and needs assessments for St. Charles' Fire Stations. The result is a combination of renovation and new construction projects currently in progress for Fire Stations 1, 2, 3, and 5.

FIRE & EMS HEADQUARTERS / TRAINING TOWER
NEEDS ASSESSMENT & NEW CONSTRUCTION
MAPLEWOOD, MO
JEMA

Completion Date: 2017
Cost: $ 6 M
Size: 21,000 Square Feet
Reference: Terry Merrell, Fire Chief
Contact: 314-646-3613

Key Personnel
John Mueller, Steve Hoover, Jon Emert

Maplewood's decades old station was antiquated and did not meet the needs of a modern fire-fighting force. The new 20,500 sq. ft. facility is located on a prominent corner site at the intersection of Manchester Road and Bredell Avenue. Integrating the building into the steep grade while providing a drive-through apparatus bay presented a significant design challenge. The building's public entry, administration and community/training room is located on the lower level. The facility's living quarters and support spaces are on the upper level directly adjacent to the apparatus bay which improves overall response time significantly.

FIRE STATION & EMS NO. 1
NEEDS ASSESSMENT & NEW CONSTRUCTION
FERGUSON, MO
JEMA

Completion Date: 2012
Size: 25,000 Square Feet
Construction Cost: $5.68 M
Reference: John Hampton, Fire Chief
Contact: 314-522-1122

Key Personnel
John Mueller, Steve Hoover, Jon Emert

JEMA's needs assessment determined that there was not enough space in Ferguson's existing fire station. JEMA collaborated with the City of Ferguson to complete the design for their new state-of-the-art Fire House No. 1. Key features include a 3 bay drive-thru apparatus area, training/multi-purpose room, fitness center, training tower and private sleeping suites. This facility was completed on time and under the original budget.

ST. CHARLES POLICE STATION
NEEDS ASSESSMENT & RENOVATION
ST. CHARLES, MO.
JEMA

Completion Date: in-progress
Reference: Ray Juengst, Police Chief
Contact: 636-949-3300

Key Personnel
John Mueller, Matt Sutherland, Tonny Jun

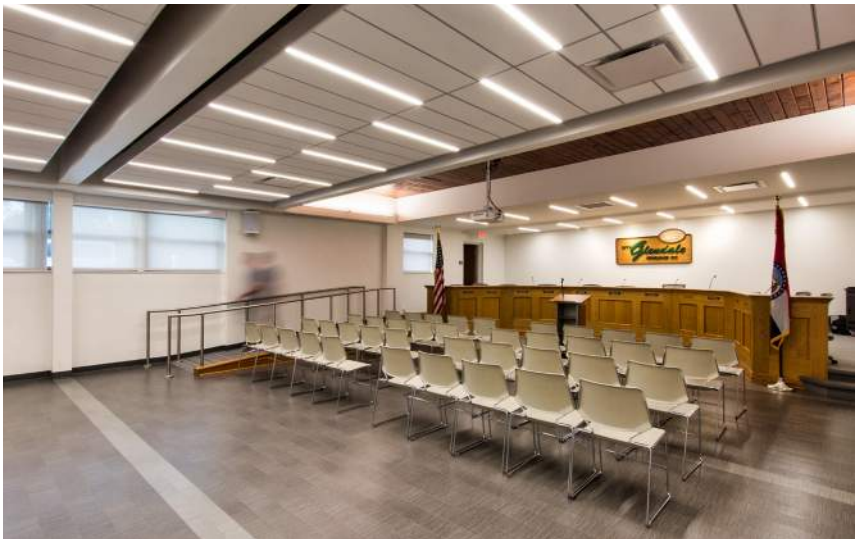
JEMA is conducted multiple building evaluations and needs assessments for St. Charles' Police Stations. The result is a combination of renovation and new construction projects currently in progress for the Police Station.

CITY OF GLENDALE
NEEDS ASSESSMENT & IMPROVEMENTS
CITY HALL & POLICE STATION
GLENDALE, MO
JEMA

Completion Date: December 2018
Reference: Chief Frank Arnoldy, Chief of Police
- Retired
Contact: 314-729-4800

Key Personnel
John Mueller, Steve Hoover, Jon Emert

The City of Glendale's previous municipal facility was over 100 years old and contained the city's administration, police and fire functions. JEMA provided site evaluation, needs assessment, planning, architectural, and interior design services to renovate the existing municipal and police facility. Extensive improvements were required but did not trigger and seismic or structural upgrades making the renovation option better than building a new facility. This facility was completed on time and under the original budget.



Relevant Project Experience

NORTHEAST AMBULANCE &
FIRE PROTECTION DISTRICT HEADQUARTERS
NEEDS ASSESSMENT & NEW FIRE STATION
ST. LOUIS, MO
JEMA

Completion Date: 2017
Size: 31,000 Square Feet
Construction Cost: $6.7M
Reference: Quinten Randolph, Fire Chief
Contact: 314-382-1501

Key Personnel
John Mueller, Steve Hoover

NEAFPD's former station was in dire need of structural upgrades. JEMA worked with Chief Quinten Randolph and his crew to develop the pioneering design, which features five drive-through apparatus bays, a community and training center, individual sleeping suites, and a storm shelter. To maximize response time, two fire poles along with a communicating stair provide exceptionally quick access from the upper floor to the apparatus bay. Enhancing response time even further is the use of four-fold door technology.

FIRE STATION HQ & TRAINING TOWER
NEEDS ASSESSMENT & IMPROVEMENTS
LAKE ST. LOUIS, MO
JEMA

Completion Date: 2018
Size: 12,928 Square Feet
Construction Cost: $3.5 M
Reference: Clinton Gussner, Fire Chief
Contact: 636-561-9200

Key Personnel
John Mueller, Steve Hoover, Jon Emert

Evaluation determined the need to replace the old fire station due to structural and seismic upgrades needed. The 12,928 sq. ft. facility includes administration areas, an EOC/training room, kitchen/dining area with access to an outdoor gathering space, staff quarters, day room, and a 3-bay drive-through apparatus bay with dedicated support spaces and a training/fitness mezzanine.

BEAUFORT LESLIE FIRE PROTECTION DISTRICT
SITE EVALUATION & RENOVATION & ADDITION
BEAUFORT, MO
JEMA

Completion Date: 2021
Cost: $ 1.1 M
Size: 10,270 Square Feet
Reference: Terry Feth, Fire Chief
Contact: 314-971-3443

Key Personnel
John Mueller, Steve Hoover

JEMA partnered with Beaufort-Leslie Fire Protection District to renovate thir existing fire station and add administrative facilities to accommodate the needs of the growing district. The existing 5 bay fire station was transformed into a new administration building consisting of training room, conference/EOC room, offices, kitchen and dining area, restrooms, and support/storage areas. The new building addition was designed to provide 5 deep apparatus bays, storm shelter, workroom, decontamination area, SCBA compressor room, gear turnout lockers, and mezzanine storage area over support spaces.

The new facility allows enhanced response time and the ability to facilitate onsite training for the entire volunteer department.

WEBSTER GROVES FIREHOUSE 2
NEEDS ASSESSMENT & NEW CONSTRUCTION
WEBSTER GROVES, MO
JEMA

Completion Date: 2023
Size: 11,500 Square Feet
Construction Cost: $4.2 M
Reference: Tom Yohe, Fire Chief
Contact: 314-963-5345

Key Personnel
John Mueller, Steve Hoover, Jon Emert

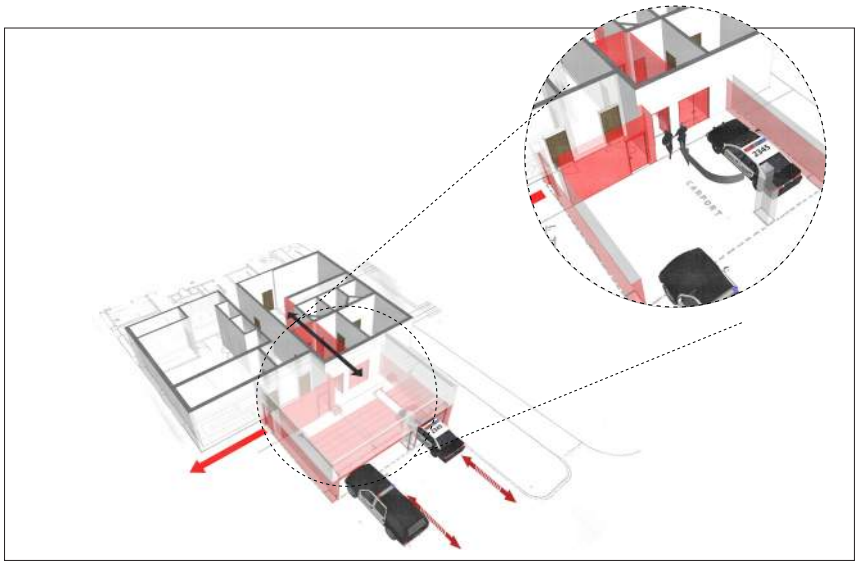
JEMA worked with the Webster Groves Fire Department and the City of Webster Groves to do site analysis, needs assessment, and preliminary design services for a new fire station. The new station would allow for improved functionality and increased size to mee t current and future needs. It would create a more healthy environment for firefighters by separating living quarters from material and equipment space, comply with building codes and create an improved response time. An additional benefit would be adequate parking for staff and visitors.

CRESTWOOD GOVERNMENT CENTER
POLICE SALLY PORT ENCLOSURE
NEEDS ASSESSMENT & IMPROVEMENTS
CRESTWOOD, MO
JEMA

Completion Date: December 2018
Reference: Chief Frank Arnoldy, Chief of Police - Retired
Contact: 314-729-4800

Key Personnel
John Mueller, Steve Hoover

JEMA worked with the City of Crestwood to provide evaluations of the existing Government Center and to provide architectural services, as needed, for a number of the facility spaces. One of the improvements currently is the design and construction of an enclosure for the Police Sallyport. The new enclosure addresses a number of programmatic needs including better circulation and adjacencies, secured access, and the addition of more functional space.



CITY OF O'FALLON PUBLIC SAFETY FACILITY
NEEDS ASSESSMENT & NEW POLICE FACILITY*
OFALLON, MO
JEMA

Size: 37,000 Square Feet
Reference: Walter Denton, City Administrator
Contact: 618-624-4500 ext. 8730

Key Personnel
John Mueller, Jon Emert

This facility houses the Police Station and the Emergency Medical Service departments. It was designed to improve efficiency, enhance security and create a new identity for the Police Department. The new building's design "reaches out" to the community and is open and welcoming while being secure and safe. A courtyard was created in the center of the facility to bring natural light into the middle of the facility. A community room is located near the entry giving the citizens of O'Fallon a new venue for gathering. The project was completed on-schedule and on-budget.

Relevant Project Experience

ST. LOUIS COUNTY POLICE PRECINCT, PROPERTY CONTROL & INTELLIGENCE CENTER
MARYLAND HEIGHTS, MO
JEMA

Completion Date: in-progress
Size: 49,000 Square Feet
Reference: Kevin Underwood, Project Manager, Transportation and Public Works
Contact: 314-642-2225

Key Personnel
John Mueller, Matt Sutherland, Jon Emert

JEMA is currently working with St. Louis County to design a new Police Precinct, property control, and Intelligence Center in Maryland Heights. The 49,000-square-foot facility, slated for completion by June 2026, is a Mission Critical Category IV structure. The new facility will provide a secure state-of-the-art environment for the police force to train, work, and engage with the community. The precinct will serve as the base for approximately 82 police officers and 23 staff members with room for future expansion. In addition to serving as a Police Precinct, the new facility will house the county's Intelligence Operations Bureau and Property Control functions.

DISPATCH TECHNOLOGY EXPERTISE & EXPERIENCE

City of Ballwin Police Station

City of Glendale Police Station

Northeast Ambulance & Fire Protection District

Frontenac Police Station

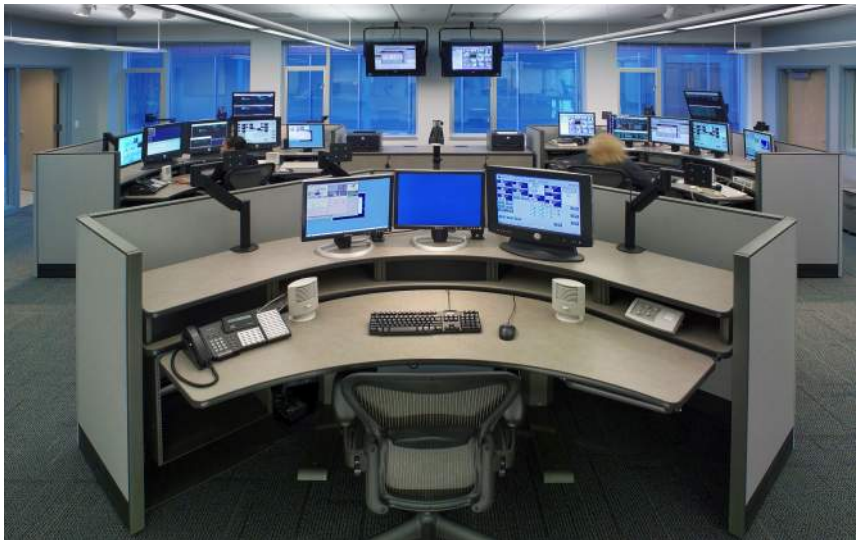
Ferguson Police Station

St. Charles Police Station

Eureka Municipal Center

City of O'Fallon, IL Public Safety Facility - New ground up public safety building with full dispatch center *

City of Carbondale, IL Public Safety Facility - New ground up facility including full dispatch center*



CITY OF SPRINGFIELD CITY HALL
INTERIOR RENOVATION & HISTORICAL PRESERVATION
SPRINGFIELD, MO
SAPP DESIGN ARCHITECTS

Completion Date: 2024
Size: 48,905 Square Feet
Budget: $16M
Reference: Jennifer Swan, Facility Design & Construction
Contact:
jswan@springfieldmo.gov | 417.864.2033

Key Personnel
Stephen Telscher, Kathe Kristek, Joe Bogowith

What was once a state-of-the-art facility during its construction in 1894, City Hall has since become an amalgamation of deficient and mediocre renovations over the decades that have ultimately taken away the grandeur and pride of the building entirely. Today, the renovation aims at giving the community of Springfield their City Hall back. After the last updates to the building occurred in the 70's, the current renovation will address systems logistics as well as traditional interior renovations such as modern finishes and architecturally reorganizing and reprogramming the building. By restoring the impressive 16' height ceilings subsequently exposing the original crown moldings and beautiful column capitals as well as implementing a welcoming entrance plaza, the public will once again feel as though this is their building

CITY OF SPRINGFIELD FIRE STATION #10
RENOVATION
SPRINGFIELD, MO
SAPP DESIGN ARCHITECTS

Type: Renovation
Completion: 2022
Size: 7,300 Square Feet

Renovations include both Interior and Exterior improvements. Exterior Improvements include; Re-roofing the building, new fascia, gutters and coping caps, installing a new window and replacing all other existing windows, the addition of a new emergency backup generator, the removal of an existing outbuilding and exterior painting.

Interior Improvements include a reconfiguration of space to provide private bunk rooms and toilets for each of the fire staff, providing a dedicated fitness space, new turn-out gear locker area and extractor/dryer facilities, expansion of the kitchen/dining area, the creation of a "Mother's room" of the Day Room and overall interior finishes improvements (ceilings, flooring, cabinets, and painted interiors. Additionally, the hvac system(s) will be upgraded and new energy efficient lighting throughout.

Relevant Project Experience

CITY OF GRAIN VALLEY
NEW MUNICIPAL COMPLEX
GRAIN VALLEY, MO
SAPP DESIGN ARCHITECTS

Type: Master Planning
Size: 80,000 Square Feet
Budget: $60 Million

Key Personnel
Brad Mckenzie, Kristi Beattie

The site design celebrates the history and achievements of the Sni-A-Bar Farms. Just as the original farm experiments that became the genesis for the community of Grain Valley were implemented with efforts to continuously improve agriculture and livestock, so will the site development represent an effort of "continuous improvement" through its planned growth, amenities, and human experiences. The site amenities and components will have a contextual response to the historic significance of the site as well as its current surroundings.

The site design tells a story of its historical significance and contributions to agriculture in America. Components of the original farmhouse, such as the existing cistern will be preserved and re-purposed as an iconic feature on the site. Learning kiosks will be provided around the site for educational purposes.

CITY OF SPRINGFIELD CLEAN WATER OPERATIONS
SPRINGFIELD, MO
SAPP DESIGN ARCHITECTS

Completion Date: 2016
Size: 12,000 Square Feet
Construction Cost: $2.75 M

Key Personnel
Stephen Telscher

The Springfield Environmental Services Department dedicated this new Clean Water Operations building on Earth Day 2016. This 12,000 sf building is the new home of the clean water services division, including several of its programs including industrial pre-treatment, our fats, oils, and grease or FOG program, and our private server repair program. The new building was constructed to LEED Silver specifications, which includes a rooftop rain water harvesting system feeding a 2,900 gallon cistern, previous pavement, light shelves, and a rain garden.

"Our sanitary sewer collections system is one of Springfield's most important and largest assets, and this new facility allows us to expand out staffing…to provide the best operations and maintenance of that critical facility."

CITY OF JOPLIN FIRE STATION #4
NEW CONSTRUCTION
JOPLIN, MO
SAPP DESIGN ARCHITECTS

Completion: 2014
Size: 6800 Square Feet

Key Personnel
Stephen Telscher

The Joplin Fire Department's new Fire Station No. 4 is located at the intersection of Hearnes Blvd. and 34th Street to serve the city of Joplin in Newton County, Missouri. The new two story station will be a traditional red brick fire house with detailing to reflect some of the historical features of earlier historic stations that previously served the district. The design has sustainable amenities including a high performance building envelope and high efficient mechanical systems. The 6,800 square foot station includes living quarters for shifts of up to five fire fighters as well as two bays for apparatus and equipment. In addition, it has a safe room for the building occupants during inclement weather.

CARL JUNCTION CITY HALL + COMMUNITY CENTER
NEW CONSTRUCTION
CARL JUNCTION, MO
SAPP DESIGN ARCHITECTS

Type: New Construction
Completion: 2011
Size: 6800 Square Feet

Key Personnel
Stephen Telscher, Kristi Beattie

The Carl Junction Community Center is comprised of various organizations working together to develop a multi-use structure that will serve the needs of the entire community as it continues to grow. Housed within this building is a series of overlapping programmatic elements: Senior Center, Dining Hall, City Hall & Council Chambers, Recreation & Fitness, Event Space, Indoor & Outdoor Class Rooms, and Youth Lounges.

It was important to provide durable, low-maintenance materials that could identify with the city's history and endure for many years. The exterior materials consist of regionally manufactured pre-cast concrete, brick, cedar siding, and standing seam metal panels. The brick and standing seam metal panels relate to the adjacent Police Station and Fire Station, as well as the historical zinc mines upon which the community was founded. However, the cedar siding was selected as a durable, yet unique material, to create a sense of hierarchy amongst the Civic buildings.

COMO ELECTRIC SUNRISE BEACH
RENOVATION + ADDITION
SUNRISE, MO
SAPP DESIGN ARCHITECTS

Completion Date: 2024
Size: 33,400 Square Feet
Budget: $6M
Reference: Jason Culp, Facilities Director
Contact: jculp@como-mo.coop

Key Personnel
Stephen Telscher

The Co-Mo Electric Sunrise Beach Operations Facility is a heavily industrial space, combined with office area and hardened space components. Programming three types of spaces with such specific needs proved challenging, especially while maintaining as much of the original building as possible. Open office areas were relocated to the front of the building, maximizing access to natural light for office workers and prioritizing comfort. A break room acts as a transitional space between the garage and office areas, providing a separation between the two spaces, improving the auditory comfort level for office workers and creating a healthier indoor environment by managing pollutants. The safe room functions as a small meeting space, in addition, serves as a canvas for a custom wall featuring Co-Mo's branding near the building entry.

MISSOURI NATIONAL GUARD REDINESS CENTER
NEW CONSTRUCTION
SPRINGFIELD, MO
SAPP DESIGN ARCHITECTS

Completion Date: 2022
Size: 45,000 Square Feet
Construction Cost: $9.5M
Reference: Michael E. Smith, Project Manager
Contact: michael.e.smith.788.nfg@army.mil

Key Personnel
Stephen Telscher

The Co-Mo Electric Sunrise Beach Operations Facility is a heavily industrial space, combined with office area and hardened space components. Programming three types of spaces with such specific needs proved challenging, especially while maintaining as much of the original building as possible. Open office areas were relocated to the front of the building, maximizing access to natural light for office workers and prioritizing comfort. A break room acts as a transitional space between the garage and office areas, providing a separation between the two spaces, improving the auditory comfort level for office workers and creating a healthier indoor environment by managing pollutants. The safe room functions as a small meeting space, in addition, serves as a canvas for a custom wall featuring Co-Mo's branding near the building entry.

Additional Experience List
Sapp Design Full Municipal Experience

Christian County, MO
- New Branch Library
- New Branch Library
- Renovation Ozark Branch

City of Aurora, MO
- New Recreation & Event Center
- Addition | Gym for Aurora Rec and Event Center

City of Arnold, MO
- Public Library

City of Branson, MO
- Park & Recreation Master Plan
- Community Recreation Center
- Aquatics Park, Sports Complex
- Sports Field Complex
- FEMA 361 Safe Room/Basketball Courts
- Park Grounds, Pavilions & Trails

City of Carl Junction, MO
- Community Center "AIA DESIGN AWARD"
- Senior Citizens Center
- City Hall
- Chamber of Commerce

City of Clinton, MO
- New City Hall & Police Station
- Indoor Aquatics/Therapy Pool Facility

City of Grain Valley, MO
- 60 Acre Municipal Complex Master Plan
- New Community Center (Concept)
- Indoor Aquatics (Concept)
- Police station (Concept)
- City Hall (Concept)

City of High Ridge, MO
- Public Library

City of Houston, MO
- Public Library

City of Independence, MO
- New Midwest Genealogy Center
- Library Branch Renovations/Additions
  - "Destination Library"
- Woodneath Library - New Kansas City Library

City of Joplin, MO
- Fire Station No. 4
- New Joplin Public Library

City of Lebanon, MO
- City Contract Architect/Indefinite Delivery
- Detroit Tool Additions & Renovations
- Energy Management Analysis
- Additions/Renovations to Cowan Civic Center
- Industrial Speculative Building
- Airport Runway Control Building
- Allen Building Infill

City of Marshfield, MO
- New Aquatics Center
- Parks Master Planning
- Community Center Concepts
- New Patriot Park

City of Mountain Home, AR
- New Public Library & Community Center

City of Nixa, MO
- Police Department Expansion / Renovation
- City Hall Renovations & Additions
- Public Utility Office Building
- Parks & Recreation Master Plan
- Community Center & Aquatics Park
- Nixa Indoor Sports Concept
- Nixa Community Center
- New Branch Library

City of Odessa, MO
- Public Library

City of Ozark, MO
- Fire Station
- Parks & Recreation Master Plan
- Community Center, Indoor Aquatics & Sports
- FEMA Shelter
- Sports Complex
- Trail Head
- Library Renovation

City of Republic, MO
- Fire Station No. 1 New & Additions
- Fire Station No. 2 New Facility
- Parks & Recreation Master Plan
- Community Recreation & Fitness Center
- Republic Aquatic Parks
- Public Branch Library
- Senior Citizen's Center Renovation/Additions
- Consultation on Police Station
- Business Park Feasibility Site Analysis
- The Amp (amphitheater)
- Republic Veterans Memorial
- JR Martin Park (In Process)
- Regional Sports Complex (In Process)

City of St. James, MO
- Interior Reno & Modifications to City Hall
- Interior Reno & Modifications to Fire Station

City of St. Joseph, MO
- Public Library

City of Versailles, MO
- Public Library

City of West Plains, MO
- Civic Center Fitness Addition
- Pool Bathhouse Renovations
- New Public Library & Master Plan
- City Hall / Fire Station Renovation Concepts

City of Willard, MO
- Parks & Recreation Master Plan
- Community Recreation Center

Fair Grove Parks
- Community Center/Sports Field Master Plan

Greene County Public Works
- Master Plan
- New Aquatics Park

Polk County, MO
- Polk County Library Renovation

White County, MO
- White County Public Library

Associated Electric Cooperation
- Wellness Walking Trail

City of Springfield, MO

Historic City Hall Renovation (In Process)
Cooper Sports Complex Support Facilities
New Parks Maintenance Facility
New Fire Station No. 12
New Fire Station No. 10
Clean Weter Operations | LEED Silver
Wastewater Operations Renovations & Additions
MFA Building Study - JVIC Innovation Center
Municipal Courts Renovation
Police Station Renovation
Southwest Treatment Plant Master Plan
The Library Center "Design Award"
The Library Station "Design Award"
Children's Immunization Clinic
Aquatic Parks Renovations
(Silver Springs, Grant Beach & Westport)
Jordan Valley Gateway Park
Sustainable Greenhouse

Springfield City Utilities Projects:

Vehicle Maintenance Facility
Partnership Industrial Center West Signage/Landscape
Southwest Power Plant Master Plan
James River Power Plant Master Plan
Vehicle Maintenance Facility Master Plan
Facility Program for General Services
Springfield Lake Maintenance Facility
Belcrest Electric Operations Center
Deep Water Well Supply
Bus Barn and PCB Storage
Electric Operations Center Re-roof
James River Power Plant Re-roof
Southwest Power Plant Storage Facility
Southwest Power Plant Re-roof
Fellows Lake Maintenance Facility
Tech house Site Development
Holland Substation
Weld Shop
Blackman Water Treatment Backwash Masonry Structure
Masonry Preventive Manual
Fulbright Pump Station Chlorine Feed Equipment Room
Meter Readers Facility
Computer Flooring Replacement
Partnership Industrial Center Monument Signage
Prince Lane Facility Interiors/Exterior Modifications
Blanket Contract Reviews
Bus Transit Facility Renovations
Watershed 320 Main Street
Park & Grand Interior Finishes
Gas & Water Facility Interior/Exterior Modifications
Electric Dispatch Modifications
General Office Modifications
Tech house Re-roof, New EIFS Coating
Fulbright Pump Station Masonry Restoration

26

References

Joplin Library - Joplin Public Library 2018- New Construction

Design References

Sapp Design References

More available Upon Request***

City of Springfield
Jennifer Swan
Facility Design & Construction
417.864.2033 | jswan@springfieldmo.gov

City of Aurora
Carrie Howlett
Assistant City Manager
417-678-5121, Ext. 320
chowlett@AuroraMO.gov

City of Republic
Jared Keeling
Assistant City Administrator
317.732.3500 | jkeeling@republicmo.com4

Neosho Schools
Richie Fretwell
Assistant Superintendent
417-451-8600 | fretwellrichie@neoshosd.org

Como Electric
Jason Culp
Facilities Director
Jculp@como-mo.coop

City of Springfield Fire
David Pennington
Fire Chief
417.874.2310 | dpenning@springfieldmo.gov

City of Carl Junction
Steve Lawver
417.649.7237 | cjcityadm@carljunction.org

Branco Enterprises
Justin Branham
President
417.451.5250 | justinbranham@branco.com

JEMA References

More available Upon Request***

St. Louis County Precinct 2,
Property Control, and Intelligence Center
Kevin Underwood, Project Manager,
Transportation and Public Works
314-642-2225

St. Charles Fire Stations 1, 2, 3, 5
George Sheets, Fire Chief
636-949-3250

St. Charles Police
Ray Juengst, Police Chief
636-949-3300

St. Louis County Courts
Reference: Ray L. Crader, Facilities
Manager - Supervisor of Project
Managers
314-615-2567

FIRE
RESCUE

Associated Electric 3rd Floor- Renovation & Infill

Project Team

SAPP DESIGN ARCHITECTS + JEMA

Architectural & Interior Design Team

STEPHEN TELSCHER
AIA | NCARB | LEED AP BD+C
Partner + Senior Project Manager

32 Years Experience

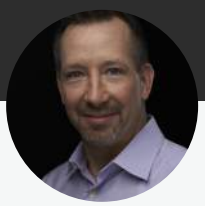
JOHN MUELLER
AIA | NCARB | LEED AP
Partner + Safety Planner

35 Years Experience

JOHN KCNABB
AIA | NCARB
Partner + Project Manager

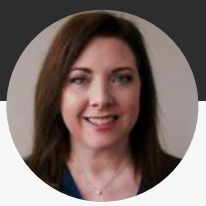
19 Years Experience

JON EMERT
AIA | LEED AP
Quality Control



22 Years Experience

KATHE KRISTEK
NCIDQ
Interior Designer



32 Years Experience

MICHAEL BARKOVIAC
AIA | LEED AP BD+C
Project Manager

9 Years Experience

Sub-Consultants

rtm

MEP & Structural Engineers

Structural Engineering
Mechanical Design
Electrical Design
Plumbing Design
Fire Protection

olsson

Civil Engineers

Civil Engineering
Lanscape Architecture
Geotechnical Services
Surveying
Field Services

GLENDALE
FIRE DEPARTMENT
CITY OF
Glendale

Stephen Telscher | AIA | NCARB | LEED AP BD+C

Partner + Director of Projects | Point of Contact

Stephen has more than 30 + years of experience in the general practice of architecture. He has expertise in education, recreation, Safe Rooms, civic/municipal, religious, commercial/industrial, and retail design. Additionally, he has lead several high performing projects from design all the way through to LEED certification. Several of these projects were LEED Silver and one was the First LEED Gold certified office/corporate project in the Springfield Metro area.

He has successfully lead many teams as Project Architect, Project manager and Senior Project Manager. Stephen is incredibly detail oriented and an analytical thinker. He is constantly problem solving and puts 110% into his work. Stephen's responsibilities include all aspects of the architecture process. Additionally, he oversees the company's Operational Excellence strategy and is always looking to better our process, make us the best at what we do, and to exceed client expectations.

Experience

Missouri National Guard (AVCRAD)

City of Nixa, MO
Reno & Add | City Hall
Reno & Add | Nixa Police Station

City of Aurora, MO
New | Recreation & Event Center

City of Marshfield, MO
Parks Campus Plan
Community Center (Concepts)
Aquatics Complex

City of Springfield, MO
Reno | Aquatic Parks Renovations (Silver Springs, Grant Beach & Westport)
New | Jordan Valley Commons Gateway Park
Reno | Fire Station #10
New | Clean Water Operations Facility

City of Carl Junction, MO
New | Community Center
New | Park Master Plan
New | Trails, Skate Park, Playground

City of Republic, MO
New | Park & Recreation Master Plan
New | Community Rec & Fitness Center
New | Regional Sports Complex Campus Plan
New | Jr. Martin Park
Add | Republic Parks Aquatic Center

Ozark Technical Community College
Add | Meyers Center, Phase 1
Add | Meyers Center, Phase 2 (unbuilt)
Reno & Add | IT/Server Room
New | OTC Richwood Valley Safe Room

Missouri State University, Darr Ag
Site & Facility Master Plan
Open-air Riding Arena

Neosho R-5 School District
New | Performing Arts Center
New | Middle School Safe Room
Reno | High School

School of the Osage
New | Master Plan
New | Cap I
New | Capital Campaign
New | Early Childhood Center
New | Field House
New | FEMA Safe room
Reno & Add | High School
Reno & Add | Middle School
Reno & Add | Upper Elementary
Reno & Add | Heritage
Athletic Bleacher Upgrades
Kitchen Upgrades
High School Auditorium Upgrades

Houston R-1 School District
Reno & Add | High School
Reno & Add | Bleacher Replacement
Reno & Add | Roof Replacements
Leading Community Forums

Springfield Public Schools
New | Wilson's Creek 5th & 6th Grade Center
Reno & Add | Cherokee Middle School
Reno & Add | Central High School
Capital Improvement Program - (58) Schools
General Services Center Infill

Lebanon R-3 School District
New | Middle School
New | Lebanon Innovation Center
Reno & Add | Maplecrest Elementary
Reno & Add | Sports Complex Renovation
Reno & Add | Safety & Security Upgrades
Bond Issue | $32.0 Million (2014)
New | FEMA Safe Room | Boswell

Carl Junction R-1 Schools
New | Master Plan
Reno & Add | Capital Improvements
Safe Room | High School
Safe Room | Elementary
Safe Room | K-1Elementary

LEED Experience
Associated Electric Coop. LEED Gold
Clean Water Op., Springfield, LEED Silver
Farmer's Park Mixed Use, LEED Silver

Education:
Bachelor of Architecture
Bachelor of Arts
Drury University

Registered Architect in:
Missouri, Arkansas, Oklahoma, Nebraska

Affiliations:
AIA, NCARB, USGBC, LEED AP BD+C
NCARB Committee Volunteer

Total Years Experience:
32

Years at Sapp Design:
28

Civic Involvement:
Knights of Columbus
SAVE Coalition Missouri
Habitat for Humanity
Drury University
Professional Advisory Committee

American Institute of Architects
AIA Springfield Board of Directors | 2014-20
AIA Missouri Board of Directors | 2018-19
Springfield Area Foundation for Architecture

Education:
Bachelor of Architecture
Drury University

Registered Architect in:
Missouri

Affiliations:
AIA
AIA Springfield Board of Directors 2011-2018
President 2017
Leadership Springfield

Total Years Experience:
19

Years at Sapp Design:
19

John McNabb | AIA | NCARB

Partner + Project Manager at *Sapp Design Architects*

Cool, calm, and organized are the words that clients use to describe John McNabb. John is a Drury Graduate and has been with Sapp Design for 19 years as a Project Manager working with private developers and public clients. These public projects include educational, civic, and government projects. John regularly works with clients who involve multiple-user groups, such as boards, staff, and community groups, to work towards designing solutions that everyone feels they have a hand in and are proud to say they were a part of. He enjoys seeing projects through, from master-planning to the construction administration phase. In addition, he also creates building designs, administers construction documents, and assists with bidding and negotiation.

John responsibilities include all aspects of the architectural process. He also is in charge of the company's Client Experience Strategy and works diligently to ensure our clients feel appreciated and have a great experience when working with us.

Experience

City of Nixa
Add | Reno Nixa City Hall

Jefferson County Library
Reno | Northwest Branch

Springfield-Green County Library
Reno | The Library Center (In process)

Evangel University
New | Administration Building

Ozark Technical College
Reno & Add | Technical Building Addition
Add | Technical Building Addition

Neosho R-5 School District
New | Performing Arts Center
New | District Master Plan
New | Junior High
New | Goodman Elementary School
Reno & Add | High School Additions

Waynesville R-VI School District
New | Reno East Elementary
New | Reno High School Addition/Athletic Complex

Springfield School District
Reed/Jarett Mechanical Improvements

Lebenon R-III School District
New | Middle School

Marion C. Early R-V School District
Add | Field House Addition

Houston R-1 School District
Add | Campus Addition
Reno | Multi-School Roof Replacement

National Guard
Reno | Rolla Armory- Cap I
Reno | Carthage-Cap I
Reno | Nevada Cap-I
Reno | Lebanon Cap-I
Reno | AVCRAD
Reno | West Side Transport

City Utilities Indefinite Delivery
Reno | James River Power Plant, Multiple
Reno | Fulbright
Reno | Backman
Reno | Gas and Power
Reno | JTEC
Reno | Vehicle Maintenance Facility
Reno | TecHouse

City of Springfield
Lone Pine Development Study
Southwest Treatment Plant Various Improvements

City of Springfield Parks Dept.
Cooper Complex Locker Rooms

The Ridge
Master Plan
Mixed-use Development

FEMA Safe Rooms at Schools
OTC-Richwood Campus
Neosho South Elementary
Neosho Carver Elementary
Neosho High School
Phelps County Schools
Iberia High School
Marion C Early FEMA
Neosho Goodman Elementary
Neosho Middle School
Neosho Benton Elementary
Lockwood High School
Nixa Espy Elementary
West Plains Elementary

Kathe Kristek | NCIDQ

Interior Designer at *Sapp Design Architects*

Kathe Kristek is the Director of Interior Design at Sapp Design Architects. She comes from a wealth of knowledge and experience of owning her own commercial interior design firm for many years. Kathe brings 25 years of project management experience to the team and is certified by the National Council of Interior Design Qualifications. Her interior design and construction management expertise include theaters, medical facilities, healthcare, corporate offices, retail spaces, historic preservation, dental offices, law firms, hotels, and restaurants. In addition, Kathe knows the entire construction process and is skilled in interior architectural drafting and construction documents, programming and space planning, project management, FF&E specifications, signage, and artwork selections.

Experience

City of Springfield
Reno | Historic City Hall (In Process)

Lebenon Early Childhood Center
New | Interior Design

Polk County Library
Reno | Interior Design

City of West Plains
New | Civic Center Master Plan

Jordan Valley Community Health Center
Campus Planning
Playground Design
Main Campus Lobby

Additional Experience

Medical
Cox Health Pediatric Clinic - Springfield, MO
Martin Center Nurse Area Remodel - Springfield, MO
Birth Centered - Springfield, MO
Ozark Dermatology - Springfield, MO
Buzbee Dental Center - Springfield, MO*
The Turner Center for Women and Children
Pediatric Neurology of the Ozarks - Springfield, MO*
CoxHealth Emergency Room Remodel - Springfield, MO*
Pathology Lab at CoxHealth - Springfield, MO*
CoxHealth Pediatric Urgent Care - Springfield, MO*
CoxHealth Adult Urgent Care - Springfield, MO*
Primrose OB/GYN - Springfield, MO*
CoxHealth Center for Advanced Pain Management
The Women's Center - Springfield, MO*
Cox Walnut Lawn ADL - Springfield, MO*
Mattax-Neu-Prater Eye Center - Springfield, MO*
CoxHealth PET/CT Scan Room - Springfield, MO*
Stockton Health Center - Springfield, MO*
CoxHealth Labor, Delivery and Recovery Triage
The Smile Architect - Springfield, MO*
CoxHealth Lobby Restroom Remodel
Ozark Mountain ENT - Springfield, MO*

Entertainment & Retail
Bambino's Coffee and Juice Bar - Springfield, MO
Naval Base Bowling Alley - Kingsville, TX
Ernie Williams Music Store - Joplin, MO
Showplex Springfield 11 & IMAX - Springfield, MO*
Gillioz Theater – Springfield, MO*
Celebration City – Branson, MO*
Stone Mountain Park – Atlanta, GA*

Commercial
417 Magazine Office Remodel - Springfield, MO*
Grizzly Industrial Call Center - Springfield, MO*
People's Community Bank - Republic, MO*
Catholic Charities Headquarters - Springfield, MO*
TriSigma Sorority House - Springfield, MO*
King Built Offices - Springfield, MO*
Central States Industrial Lobby and Break Room*
Springfield Exposition Center - Springfield, MO*
Springfield Striping & Sealing - Springfield, MO*
Branson Hills Casitas Villas - Branson, MO*
Branson Hills Age-Restricted - Branson, MO*
Branson Hills Condo Building - Branson, MO*
McKesson Office Upgrades - Springfield, MO*
Embassy Suites – Grapevine, TX*
O'Reilly Automotive Offices - Springfield, MO*
Diamond International New Sales & Service Facility*
Community Bank of the Ozarks - Springfield, MO*
Frisco Building Remodel - Springfield, MO*
Springfield Underground Offices - Springfield, MO*
Burlington Northern Offices - Springfield, MO*
Honda of the Ozarks - Springfield, MO*
Embassy Suites – Frisco, TX*
Big Brothers & Big Sisters of the Ozarks*

* Work done with other Firms

Education
Missouri State University
Housing and Interior Design

Certification
NCIDQ

Affiliations
NCIDQ

Total Years Experience:
32

Years with Sapp Design:
2

Joplin Fire Station - New Construction - Sapp Design

Design Team Resumes

John Mueller | AIA | NCARB | LEED AP

Partner+ Safety Planner at *JEMA*

John Mueller is JEMA's managing partner. He has practiced architecture in Missouri and New York since 1989 and has managed and delivered many complex projects. John works to uphold the firm's vision of serving our clients through innovative design, professional collaboration and a commitment to sustainability. He is a catalyst for the firm's dedication to design excellence and the delivery of integrated, innovative and intelligent design solutions. He believes in the direct connection between architecture and quality of life. Mr. Mueller also has extensive experience with municipal and mission critical projects throughout the United States. He works closely with clients and consultants to create functional, well designed buildings that are timeless in nature. John will be the partner-in-charge and lead designer.

Education:
Bachelor of Architecture
University of Kansas
School of Architecture
University of Copenhagen

Affiliations:
AIA, NCARB, LEED

Total Years Experience:
35

Years at JEMA:
14

Certification:
LEED Accredited Professional

Community Involvement:
Former Board Member (Two Terms), Grace Hill Settlement House

Registration:
State of AZ, AR, GA, CO, IL, IN, MS, MI, MN, MO, NY, PA, VR, WY, TX, KA, NJ, NY, CA, NC, MD, NM, TN, District of Columbia

Relevant Experience

City of Ballwin Police Station- Ballwin, MO
City of Ballwin Council Chambers- Ballwin, MO
City of Glendale Fire Station- Glendale, MO
City of Glendale City Hall & Police Station- Glendale, MO
Northeast Ambulance & Fire Protection District
Frontenac Municipal Complex- Frontenac, MO
Maplewood Fire & EMS HQ- Maplewood, MO
Ferguson Fire Department- Ferguson, MO
Ferguson Police & Municipal Court- Ferguson, MO
Valley Park Fire Stations 1, 2- Valley Park, MO
Lake St. Louis Fire Station- Lake St. Louis, MO
City of St. Charles Fire Stations 1, 2, 3, 5- St. Charles, MO
City of St. Charles Police Station- St. Charles, MO
Beaufort Leslie Fire Protection District- Beaufort, MO
Webster Groves Fire Station 2 - Webster Groves, MO
Crestwood Government Center- Crestwood, MO
Cape Girardeau Fire Station- Cape Girardeau, MO
Affton Fire Station Evaluation- Affton, MO
O'Fallon Public Safety Facility- O'Fallon, IL*
Carbondale Public Safety Facility- Carbondale, IL*

**projects completed while at another firm*

John Emert | AIA | LEED AP

Quality Control + Partner at *JEMA*

With two decades of experience, Jon has led the technical delivery of some of the largest and most complex projects in the St. Louis region. He is adept at the detailing and delivery of projects ranging from a few thousand to over 300,000 square feet. He has worked extensively with many Fortune 500 companies and city governments in delivering successful projects throughout the region. He is a self-confessed perfectionist and is committed to technical excellence. Every project at JEMA sees direct involvement from Jon, from the earliest design concepts to hands-on resolution of construction details. He is passionate about the firm's commitment to sustainable design practices and delivering projects that enhance the human experience through the built environment. Jon also oversees the implementation of technology solutions at JEMA. Jon assures project schedules are met, budgets are maintained and all work is performed to the highest level of quality.

Education:
Bachelor of Architecture
University of Kansas
School of Architecture
University of Copenhagen

Affiliations:
AIA

Registration:
MO

Total Years Experience:
22

Years at JEMA:
14

Certification:
LEED Accredited Professional
SAVE Certified-Structural Assessment and Visual Evaluation for SEMA

Industry Organizations
State Emergency Management Agency (SAVE Coalition)

Community Involvement:
City of Glendale Planning Commission & Architectural Review Board
Mary Queen of Peace Parish and School Security Committee

Relevant Experience

City of Ballwin Police Station- Ballwin, MO
City of Ballwin Council Chambers- Ballwin, MO
City of Glendale Fire Station- Glendale, MO
City of Glendale City Hall & Police Station- Glendale, MO
Northeast Ambulance & Fire Protection District
Frontenac Municipal Complex- Frontenac, MO
Maplewood Fire & EMS HQ- Maplewood, MO
Ferguson Fire Department- Ferguson, MO
Ferguson Police & Municipal Court- Ferguson, MO
Valley Park Fire Stations 1, 2- Valley Park, MO
Lake St. Louis Fire Station- Lake St. Louis, MO
City of St. Charles Fire Stations 1, 2, 3, 5- St. Charles, MO
City of St. Charles Police Station- St. Charles, MO
Beaufort Leslie Fire Protection District- Beaufort, MO
Webster Groves Fire Station 2 - Webster Groves, MO
Crestwood Government Center- Crestwood, MO
Cape Girardeau Fire Station- Cape Girardeau, MO
Affton Fire Station Evaluation- Affton, MO
O'Fallon Public Safety Facility- O'Fallon, IL*
Carbondale Public Safety Facility- Carbondale, IL*

**projects completed while at another firm*

Micheal Barkoviak | LEED AP BD + C

Project Manager at *JEMA*

Mike is an expert in numerous programs including Revit, Sketchup, AutoCad, and Adobe Creative Suite. He has participated in project phases from schematic design to construction administration. He has been involved in a variety of project types including higher education, multi-family housing, civic, and adaptive reuse.

Education:
Master of Architecture & Construction Management
University of Illinois

Registration:
MO

Total Years Experience:
9

Certification:
LEED Accredited Professional

Affiliations:
AIA

Relevant Experience

Northeast Ambulance & Fire Protection District

City of Ballwin Police Station-

Ballwin, MO

Valley Park Fire Stations 1, 2-

Valley Park, MO

Lake St. Louis Fire Station-

Lake St. Louis, MO

Beaufort Leslie Fire Protection District-

Beaufort, MO

Webster Groves Fire Station 2 -

Webster Groves, MO

City of St. Charles Police Station-

St. Charles, MO

Lincoln County Fire Station-

Lincoln County, MO

Monarch Training Pavillion-

Chesterfield, MO

Lake St. Louis Fire Station- Lake St. Louis, MO- JEMA

Sub-Consultant Resumes

Jennifer Luce | P.E. | LEED AP

Principal in Charge

Jennifer has held the roles of both design principal and project manager on numerous projects across Missouri. Her responsibilities have encompassed the design and construction of mechanical and electrical systems for a diverse array of projects in various markets. She consistently manages all project aspects, making extensive use of current technology and innovative design to craft spaces that are not only efficient but also comfortable and sustainable. Jennifer's dedication is exemplified in her drive to consistently exceed client expectations. Jennifer's approach ensures that each project she oversees is both successful and aligned with the client's goals and expectations.

Education:
Kansas State University
Bachelor of Science, Architectural Engineering

Registration:
Licensed Professional Engineer in CT, GA, ID, MN, MO, OK, UT, WA

Total Years Experience:
27

Certification:
LEED Accredited Professional
SAVE Certified-Structural Assessment and Visual Evaluation for SEMA

Relevant Experience

Nixa City Hall, Nixa, MO

Christian County Circuit Court Building, Ozark, MO. New 3-story, 36,000-square-foot judicial facility.

LaClede 911, Lebanon, MO. Addition to public safety center.

Springfield Public Safety Center, Springfield, MO. Renovation.

Springfield Police/Fire Station #7, Springfield, MO. Renovation.

Benton County 911 Call Center, Warsaw, MO. Facility remodel.

Lawrence County 911 Center, Mount Vernon, MO. New building and tower connections.

City of Springfield, Municipal Court, Springfield, MO. Renovation of the municipal court building for new public restrooms and new clerk's area of approximately 1,300 square feet with phased construction.

Springfield Detective Offices, Springfield, MO. Renovation of 3,700-square-feet with new lighting, power, and HVAC.

Greene County Family Justice Center, Springfield, MO. Renovation.

Republic Fire Stations #1 and #2, Republic, MO.

City of Joplin, Fire Station #4, Joplin, MO. New 6,800-square-foot fire station.

Derek Bloom | P.E.

Electrical, IT & Security at *RTM Engineering Consultants*

Derek is a professional engineer with drive to find creative solutions. His portfolio includes design in retail, educational, residential and healthcare facilities, and tenant build-outs. Derek has a record of accomplishments producing innovative solutions and tangible results. His experience working with multi-disciplinary teams and communicating with clients makes him an asset on any project.

Education:
Missouri University of Science & Technology
Bachelor of Science, Electrical and Electronics Engineering

Registration:
Licensed Professional Engineer in MO, NV

Total Years Experience:
8

Certification:
LEED Accredited Professional
SAVE Certified-Structural Assessment and Visual Evaluation for SEMA

Relevant Experience

Ozark Fire Protection District, Station #3, Ozark, MO. Renovation.

Leawood Fire Station #1, Leawood, KS. New 8,000-square-foot fire station.

Springfield Fire Stations #4 #7 #13, Springfield, MO. MEP design for three new one-story, 5,000-7,000-square-foot fire stations including apparatus garage, decontamination area, living quarters, fitness/restrooms, day room, safe room, emergency generator, and outdoor recreation area. Also included in the project LEED Silver certification and commissioning services.

Lawrence County 911 Center, Mount Vernon, MO. New building and tower connections.

LaClede 911, Lebanon, MO. Addition to public safety center.

Springfield Fire Station #14, Springfield, MO. New Station.

Leawood Fire Station, Leawood, KS.

Jefferson Avenue Footbridge, Springfield, MO. Providing engineering lighting design services and plaza and access improvements as part of the preservation and improvement for the historic footbridge.

Elizabeth Hargrave | P.E.

HVAC & Plumbing at *RTM Engineering Consultants*

Elizabeth joined RTM in 2018 and has designed a wide array of mechanical and electrical systems, specializing in commercial and educational facilities. She is responsible for all aspects of project design, from the initial concept through administration of the construction contract.

Elizabeth strives to design projects in a streamlined, comprehensive fashion to provide the most cost-effective and practical systems for long-term use. One of Elizabeth's greatest assets is her valuable communication skills. She takes a proactive approach to listening to clients in order to effectively identify the owner's needs and ideas. Her technical knowledge and expertise is what then brings the design to life.

Education:
University of Missouri - Rolla
Bachelor of Science, Mechanical Engineering

Total Years Experience:
16

Relevant Experience

Springfield Fire Stations #4 #7 #13, Springfield, MO. MEP design for three new one-story, 5,000-7,000-square-foot fire stations including apparatus garage, decontamination area, living quarters, fitness/restrooms, day room, safe room, emergency generator, and outdoor recreation area. Also included in the project LEED Silver certification and commissioning services.

City of Joplin, Fire Station #2, Joplin, MO. New 7,400-square-foot fire station.

City of Joplin, Fire Station #6, Joplin, MO. New 9,600-square-foot fire station.

Benton County 911 Call Center, Warsaw, MO. Facility remodel.

Springfield Police Headquarters, Springfield, MO. Complete remodel of existing three-story facility.

Springfield City Hall, Springfield, MO. Multiple projects within historic building including HVAC upgrades, fire alarm system replacement, and various MEP modifications.

MoDOT Transportation Management Center, Springfield, MO. New facility.

Missouri State Highway Patrol, Springfield, MO. Renovations to 33,500-square-foot crime laboratory.

Branson Airport, Hollister, MO. Multiple projects including building additions for reception/lobby, lounge, resting areas and administrative space; additional projects consisted of infill of restaurant shell spaces.

Fullbright Firing Range, Springfield, MO. New 1,500 square-foot shower/restroom building including classroom that seats 20, breakroom, workspace and garage with air compressor on elevator platform.

Matt D Whisler | P.E.

Civil Principal at *RTM Engineering Consultants*

Matt has accumulated a wealth of civil engineering experience over the years. In his capacity as a Principal at RTM, he plays a central role in the design and project management for a diverse portfolio of clients, encompassing both public and private sectors. He has established expertise in designing and implementing complex projects by utilizing in-depth knowledge of engineering principles, local codes, ordinances, and federal floodplain and ADA standards. Matt also has extensive experience designing sediment and erosion control plans, SWPPP, BMP implementation, as well as NPDES Construction Site Permitting.

Education:
University of Dayton
Bachelor of Science, Civil Engineering

Registration:
Licensed Professional Engineer in AZ, IA, ID, IL, FL, GA, MA, MN, OR & WA

Total Years Experience:
28

Relevant Experience

Village of Midlothian, Police Department, Public Safety and Public Works Facility, Midlothian, IL. Design-build effort currently in the site selection phase to relocate and expand the Village facilities and improve reaction times, efficiency and reduce operating costs.

Berwyn Fire Department, Berwyn, IL. Building addition to the west side of the existing fire department. The new addition will house fire vehicle apparatuses that can enter/exit on both the north and south sides of the addition.

Winfield Fire Protection District, Winfield, IL. New fire station facility. The project will include off-street parking, new drive aprons, sanitary and water service connections, site storm sewers and concrete walks.

LaGrange Public Library, LaGrange, IL. Analysis of the vehicle turning movements required for the addition of a drive-up lane and bypass at the southwest corner of the building.

Nauvoo Historic Preservation, Nauvoo, IL. Reconstructing town to mimic the historic condition of the 1840's. Most recent phase included 20-acres of grading and redevelopment.

Nauvoo Visitor's Center, Nauvoo, IL. Engineering and site work design for the site improvements associated with the proposed 20,000-square-foot visitor center building.

Geneva Public Library, Geneva, IL. Development of a 2.45-acre parcel for new library.

Sub-Consultant Resumes

Tim Shoemaker | P.E.

Civil Principal

Tim brings extensive experience in site development across various market sectors. In his role as a Principal, Tim assumes a central management position, guiding projects through the entire lifecycle, from the initial planning and design phases to construction. He takes on the crucial responsibility of overseeing the design process and collaborates closely with clients to ensure the creation of an efficient and cost-effective design solution.

Education:
University of Missouri
Bachelor of Science,
Civil Engineering

Registration:
Licensed Professional Engineer in IL, CO, MO, WI & KS

Total Years Experience:
32

Relevant Experience

Barrington Public Library, Barrington, IL. Site assessment and rehabilitation plans.

Nippersink Public Library, Richmond, IL. Site assessment and rehabilitation plans.

Palatine Public Library, Palatine, IL. Site assessment and report.

Cary Area Public Library, Cary, IL. Site assessment and rehabilitation plans.

Hines VA Medical Center, Building 200, Hines, IL. Support engineering services for the installation of new electrical equipment, including a new generator building, conduit duct banks, transformers, and high-security vehicular gates and fencing.

Libertyville Sports Complex, Libertyville, IL. Parking lot reconfiguration.

Chicago Public Schools, The Village Schoolyard at Audubon, Field of Dreams, Chicago, IL. Permeable paver areas, artificial turf field, permeable asphalt running track, outdoor classroom, landscape improvements.

West Aurora School District 129, Hope D Wall and Smith Elementary Schools, Aurora, IL. New parking lots.

School District 59, Holmes Junior High School, Early Education Center, Arlington Heights, IL.

School District 59, Districtwide Pavement Study, Multiple Locations, IL.

Ben Jennings | P.E. | S.E.

Structural Principal

Ben's wealth of experience in structural engineering design spans a diverse array of project types, and he thrives on the challenges that unique projects present. However, Ben values something beyond technical expertise — the relationships he cultivates with the design team, owners, and contractors throughout the project lifecycle. He firmly believes that these relationships are the cornerstone of success, recognizing their pivotal role in achieving exceptional outcomes. For Ben, fostering strong connections is as crucial as his technical proficiency in ensuring project success.

Education:
University of Missouri
Master of Science,
Structural Engineering
John Brown University
Bachelor of Science,
Mechanical Engineering

Registration:
Licensed Professional Engineer in MO, KS, AR, NE, OK, IA, TN, SC, SD, NC, VA, LA, NM, MI, MS, MN, ND, NJ, GAGA, MA, MN, OR & WA

Total Years Experience:
22

Relevant Experience

Barry County Police and Jail,
Cassville, MO.

Illinois American Water Garage,
Belleville, IL.

Jasper County Maintenance Facility & Offices,
Ridgeland, SC.

Hollister Police & Public Works Building,
Hollister, MO.

Springfield Clean Water Service Building,
Springfield, MO.

Taney County Ambulance District, New Facility,
Taney County, MO.

Springfield Public Schools, Springfield, MO. Multiple projects.

Greenwood Laboratory School,
Springfield, MO. Gym addition.

Darr Ag Education Center,
Springfield, MO.

Drury University, Springfield, MO. Multiple projects.

Ozarks Technical College, Springfield, MO. Multiple projects including the 120,000-square-foot Center for Advanced Manufacturing building which houses the automation, robotics, manufacturing, and other technical training programs for the college.

Ricky Haase | P.E.

General Civil Team Leader

Ricky has a passion for civil engineering and brings his "can do" positive attitude to work every day, working on development projects. He designs many types of infrastructure on a variety of civil engineering projects and trains inexperienced employees to do the same. He manages projects in an effort to provide the client with a great experience and a beautiful, safe, and functional finished development.

Education:
B.S., Civil Engineering,
Municipal and Transportation
Emphasis,
University of Wisconsin-Platteville

Registration:
MO

Total Years Experience:
9

Years at Olsson:
8

Relevant Experience

City of Joplin, Fire Station #7 Design Services; Joplin, MO

Lawrence County Law Enforcement Center Design; Mount Vernon, MO

USACE - Kansas City District, Fort Leonard Wood Replacement Hospital; Fort Leonard Wood, MO

Mercy Health Systems, Mercy Springfield Orthopedic Hospital Expansion; Springfield, MO

Whiteman Air Force Base Force Support Squadron Annex; Knob Noster, MO

United States Army Corps Engineers, USACE Mobile Fort Bliss William Beaumont Army Medical Center Design; Fort Bliss, TX

Convoy of Hope, Convoy of Hope Distribution Facility; Republic, MO

School District of Springfield R-12, Delaware Elementary School Rebuild; Springfield, MO

Mercy Health System, Mercy Springfield Hospital Pediatric Expansion; Springfield, MO

Green Circle Development, Battlefield & 65 Office Development Design; Springfield, MO

Carmax Auto Superstores Incorporated, CarMax Retail Store #6152 Design; Springfield, MO

Missouri Southern State University, Residential Life Design; Joplin, MO

Crowder College, Crowder College Expansion Cassville MO; Cassville, MO

Stenger Development, New Retail Development; Joplin, MO

Andy's Frozen Custard, Andy's Frozen Custard Store; Republic, MO

Blue Iguana Car Wash, South Campbell Car Wash Design; Springfield, MO

Darden Restaurants Incorporated, Fayetteville Longhorn Steakhouse; Fayetteville, AR

Jane Earnhart | PLA | ASLA | LEED GA

Vice President + Senior Landscape Architect

Jane coordinates projects for clients and breaks our work down into tasks that we can complete efficiently and effectively to achieve our clients' goals. She has extensive experience with parks, trails, streetscape, and all forms of landscape architecture and works with multiple Olsson teams to provide those services to a multitude of projects.

Education:
Bachelor of Landscape Architecture,
Kansas
State University

Registration:
MO, KS, OK, AR, IL, ID

Total Years Experience:
37

Years at Olsson:
14

Certifications:
MO Department of Transportation, Local Public Agency Basic Training, Level 1, October 2019

LEED Green Associate

Relevant Experience

Lawrence County Enforcement Center; Mount Vernon, MO

Christian County Judicial Center Expansion; Christian County, MO

City of Fayetteville, New Police Station; Fayetteville, AR

Greene County, Public Safety Coordination Center; Springfield, MO

City of Lebanon, Public Safety Center; Lebanon, MO

Kansas Army and Air National Guard, Military Vehicle Storage Compound Expansion; Pratt, KS

Missouri National Guard, Aviation and Classification Repair Army Depot (AVCRAD); Springfield, MO

State of Missouri, Theater Aviation Sustainment Maintenance Group (TASMG) Readiness Center; Springfield, MO

Oklahoma Military Department, Ardmore Military Readiness Center OK Design; Ardmore, OK

City of Fayetteville, Fire Station; Fayetteville, AR

City of Willard, Fire District Station 1; Willard, MO

H Design Group, H Design Wicklow Castlewood Sr. Living; Nixa, MO

North Point Church, New Church Building and Parking for North Point Church; Nixa, MO

O'Reilly Development Company, Castlewood Senior Community Center; Nixa, MO

City of Republic, New Public Works Building; Republic, MO

Mercy Health Systems, New Orthopedic Hospital; Springfield, MO

Sub-Consultant Resumes

James Landrum | P.E.
Lead Engineer

James is responsible for client development and serves as a client manager, coordinating geotechnical projects between several offices. Completing geotechnical reports requires close coordination with other disciplines and other firms. He directs staff engineers in completion of assignments, which includes bridges, roadways, schools, industrial and commercial buildings, dams, and retaining structures.

Education:
B.S., Civil Engineering,
Purdue University

M.S., Civil Engineering,
Purdue University

Registration:
Professional Engineer:
CO, IA, KS, TN, SD, MD, MO,
NE, TX

Total Years Experience:
30

Years at Olsson:
14

Relevant Experience (Geotechnical)

O'Reilly Development Company, Castlewood Senior Community Center; Nixa, MO

Elevatus Architecture, Elevatus Lawrence County Enforcement Center; Mount Vernon, MO

City of Owasso, Police Facility Geotechnical Services; Owasso, OK

City of Lebanon, Lebanon Public Safety Center; Lebanon, MO

Mercy Health Systems, New Orthopedic Hospital; Springfield, MO

Mercy Health Systems, New Replacement Hospital; Joplin, MO

Mercy Health Systems, Branson Multi-Specialty Clinic; Branson, MO

Emery Sapp & Sons, Wonders of Wildlife Geotechnical; Springfield, MO

Arvest Bank Operations, Geotechnical Services for Arvest Bank at Sunshine & Mayfair; Springfield, MO

Menards, Menards at Highway 160 & Weaver Road Geotechnical Services; Springfield, MO

Aspen Heights, Student Housing Development at St. Louis & Hampton Geotechnical Services; Springfield, MO

Kum & Go, Gas Stations and Convenient Stores; Various Locations in MO, AR, OK, IL

College Town International, 505 STL College Town Independent Housing Geotechnical Services; Springfield, MO

Evangel University, Stadium Geotechnical Services; Springfield, MO

City Utilities of Springfield, On Call Engineering Services; Springfield, MO

City of Springfield, Geotechnical Services for Fairgrounds Green Infrastructure; Springfield, MO

O'Reilly Development Company, Geotechnical Services for Senior Living Facility in St. Charles; St. Charles, MO

Mid-Continent Public Library, Geotechnical Services for Parking Facilities; Smithville, MO

Rod Neff | PLS
Survey Team Leader

Rod manages survey crews and performs topographic, construction, and boundary surveys as well as easements. He specializes in survey services for municipal, transportation, and land planning projects. Rod utilizes the latest technologies in Robotic Total Stations and GPS. His responsibilities range from the preliminary phase through the completion of the project. Proper coordination with contractors and project managers is what Rod finds key to efficient and effective survey completion.

Education:
Bachelor of Landscape Architecture,
Kansas
State University

Registration:
Professional Land Surveyor: MO

Total Years Experience:
36

Years at Olsson:
13

Relevant Experience (Surveying)

Ozark Correctional Center, OCC Survey Services; Fordland, MO

Lawrence County Law Enforcement Center; Mount Vernon, MO

Christian County Judicial Center Expansion; Christian County, MO

Greene County, Public Safety Coordination Center; Springfield, MO

City of Lebanon, Lebanon Public Safety Center; Lebanon, MO

City of Fayetteville, Multiple Fire Stations; Fayetteville, AR

Kum & Go, Gas Stations and Convenient Stores; Various Locations in MO, AR, OK, IL

Missouri National Guard, Aviation and Classification Repair Army Depot (AVCRAD); Springfield, MO

State of Missouri, Theater Aviation Sustainment Maintenance Group (TASMG) Readiness Center; Springfield, MO

Springfield Remanufacturing Corporation, Automotive Expansion; Springfield, MO

Seneca Companies Inc., Casey's General Store; Council Bluffs, IA

Reliable Toyota, Boundary Search; Springfield, MO

EFCO Windows, EFCO Plant Expansion Final Design; Monett, MO

Nabholz Construction, Walmart Neighborhood Market; Springfield, MO

MW Builders, FedEx Facility; Springfield, MO

Jones Development, Greene County Distribution Facility; Springfield, MO

City of Republic, New Public Works Building; Republic, MO

Nick Calton
Team Leader

Nick investigates the components of a project by providing construction materials testing and special inspection services. His experience includes overseeing construction work that is done in regards to deep and shallow foundations, mass grading, roadway subgrades, and asphalt/concrete placement. Nick commonly assists with construction administration and observation of state-funded roadway projects, and is held at a high regard by crew members working on those projects. Nick is extremely responsive to clients, both internal and external, and provides a sense of confidence about project progress in his communication.

Registration:
MO

Total Years Experience:
14

Years at Olsson:
10

Certifications/Trainings:
Class A Commercial Driver's License

OSHA 30-Hour Card

CPR, First Aid, and AED Certification

Certifications/Trainings:
ACI Concrete Field Technician Level I

MoDOT Soil Density Technician

MoDOT Base Rock Field Technician

MoDOT Bituminous Field Technical

MoDOT Plasticity

MoDOT Aggregate Field Technician

MoDOT Concrete Strength Field Technician

MoDOT Concrete Field Technician

MoDOT Asphalt Field Technician

Relevant Experience (Construction Inspection/Materials Testing)

City of Fayetteville, New Police Station; Fayetteville, AR

Taney County New Ambulance Station; Forsyth, MO

Lawrence County, Law Enforcement Building Materials Testing; Mount Vernon, MO

Ewing Signal Construction, On-Call Materials Testing; Nixa, MO

Missouri Department of Transportation, MoDOT Christian County Route 160 AA & CC Improvements; Nixa, MO

O'Reilly Development Company, Castlewood Senior Community; Nixa, MO

Kum & Go, Kum & Go Special Inspections/Materials Testing for Various Locations in MO, AR, KS, OK, IL

City of Joplin, CDBG Public Mercy Park Construction Management; Joplin, MO

Mercy Health Systems, Joplin Replacement Hospital Testing-Offsite; Joplin, MO

Costco Wholesale, Hwy 65 & Chestnut Public Improvements; Springfield, MO

Aspen Heights, Student Housing Testing Services; Springfield, MO

City Utilities of Springfield, On-Call Engineering Services; Springfield, MO

Mercy Health Systems, Mercy Lebanon Clinic Material Testing Services; Lebanon, MO

City of Pittsburg, On-Call Materials Testing; Pittsburg, KS

City of Joplin, Joplin Library; Joplin, MO

City of Joplin MO, On-Call Material Testing; Joplin, MO

City of Springfield MO, On-Call Field Testing for Construction Projects; Springfield, MO

Village of Airport Drive MO, On-Call Materials Testing Services; Joplin,

Crossland Construction Company Inc, Crossland Joe Becker Stadium On-Call Testing Services; Joplin,

Greene County, Public Safety Coordination Center; Springfield, MO - Olsson

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Approach

Approach: Process

As experts in public safety architecture, we recognize that our clients rely on us for crucial tasks such as identifying project needs, creating functional facilities, and establishing credibility in project outcomes. It's essential for elected officials and stakeholders to trust the project's direction, and we are committed to earning that trust. Rather than imposing preconceived notions, we prioritize understanding your operations and local government concerns, ensuring effective communication throughout the process. Drawing on our extensive experience, we deliver prompt solutions and streamline project development, informed by a deep understanding of users' needs and goals.

Our expertise gives us a distinct perspective on public safety projects, enabling us to tailor design solutions to user requirements. With our dedication, experience, thorough project understanding, and proven methods, we assure the City of Neosho that we are the best team to deliver outstanding results.

Kick-off Meeting with Stakeholders

The kick-off meeting sets the tone for our work together. Once Goals, Priorities, and Concerns are defined, we use these as our roadmap for each meeting moving forward. During the kick-off with Dan Kennedy, Aaron Houk, Jason Baird, and the other stakeholders we will refine insights into the scope and review the budget considerations. This dialogue will form the foundation of our design strategy.

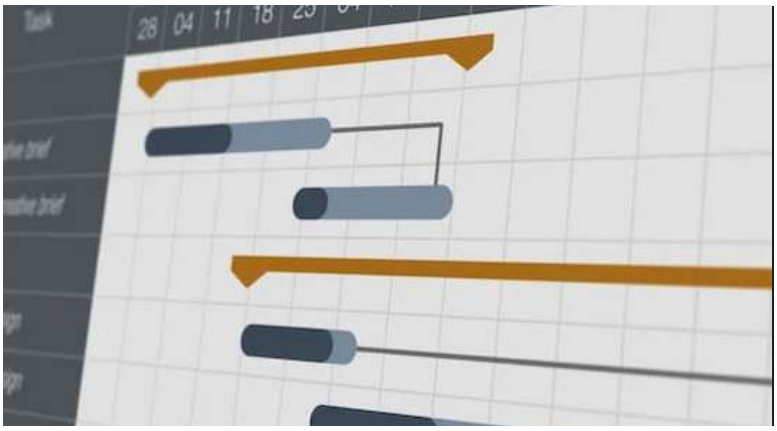
Communication Protocol is Established

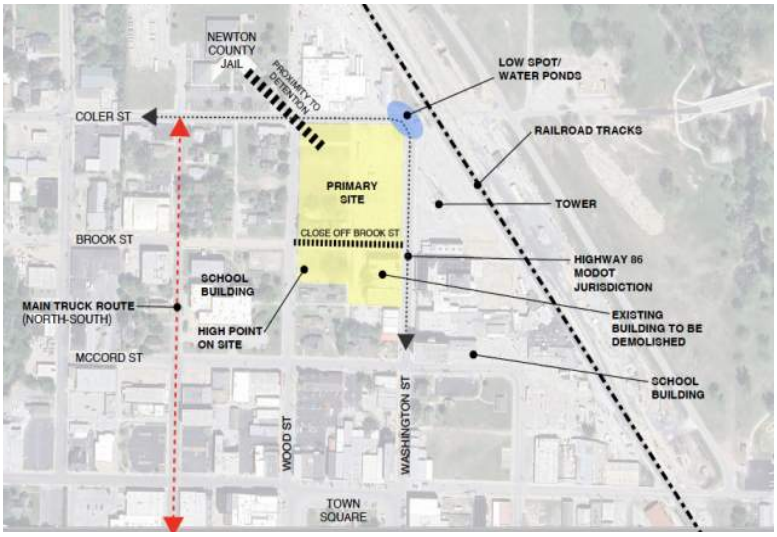
Owner Core Team: The core design team will be involved in detailed decision making, product selection, balancing budget with needs, and responsible for disseminating information (or collecting information) from the larger support design team. This group may often consist of members from the City Administration and Chiefs.This group is the task force that deals with the gritty details.

City Council: We can present design progress to the City Council at key milestones, seeking their feedback and alignment with project objectives. Transparent communication will be maintained throughout the process.

Construction Method Decision

An important decision to make early on is whether to opt for the traditional Design-Bid-Build method or the Construction Manager at Risk (CMAR). Our team is proficient in both approaches and can guide you seamlessly through the process, discussing the advantages and disadvantages of each. Should you choose the Construction Management at Risk Selection Process (CMAR), a separate Request for Qualifications (RFQ) process for Construction Managers will be necessary. It should be completed and under contract by the time the Design team reaches the middle of Schematic Design to fully leverage this service.





Construction Method Continued...

Sapp Design Architects is well-versed in the CMAR process and supports in the RFQ and Selection process by:

- Providing an RFQ template for CMAR.
- Supplying a spreadsheet matrix outlining the specific services required, ensuring that all Construction Managers (CMs) submit comparable proposals.
- Assisting in the review of RFQs, including providing a scorecard matrix for both the RFQ phase and the interview phase to ensure all selection criteria are met.
- Offering interview questions and facilitating the CM interview process.
- Evaluating proposals to confirm alignment with the requirements and scope of services.

Master Schedule

Sapp Design will lead every step of the way. Starting with identifying Risk Factors. Comprehensive accounting of all activities and milestone dates. The Master Schedule is implemented at the project's onset and updated throughout the project as new and more reliable information becomes available. The Master Schedule includes the following:

- Establish critical dates for the whole project through construction and set Owner Move-in date.

- Sets Owner meeting dates and topics to set the phases of the design process and the Owner review periods.

Set the Budget

An overall budget is set at the beginning. We provide a master spreadsheet that shows all costs associated with the project, in addition to the construction costs. The budget is reviewed at each Owner meeting. As design options are presented to the Owner, the design team will give the associated construction costs with the options. As the design evolves, the construction costs are continually reviewed to ensure the scope stays in alignment with the budge.

Programming Meeting

We will review existing conditions and industry standard space allocation and modern developments in Police and Fire Station planning to develop a program with you based on the needs of your project. Our role as your partner is to sit at the table with you and figure out the space needs that are often forgotten until later.

Goal: To have a document that lists all spaces required in the project, including a breakdown of wants vs needs. Then prioritize to ensure all needs are met and as many of the wants as the budget will allow.

Approach: Process

Schematic Design Phase / Site Analysis

As we begin testing concept design options with the program, we will do an assessment of the space plan, circulation, and existing spaces to help determine if some rearranging of current programs would be feasible and beneficial. These initial design options will show potential design options. We will also begin to consider furnishings and how we might coordinate AV/IT, security, fire alarm, and other systems. Identifying the security points is critical during this phase to ensure we maximize the number of spaces that can be shared without compromising the security of either department. Cost impacts will be an ongoing check as well, guiding discussions and helping the Team make wise design decisions throughout the process. The schematic design phase will end with the Owner receiving a set of drawings for review and approval. The design team will review the drawings with the Owner, then drawings are left with the Owner for the Owner review period. ***The set will include an updated budget.***

Design Development Phase

Based on the concept determined by the team during schematic design, development of the design will move forward, incorporating more systems. Structural systems, Civil engineering, and MEP systems will be developed with continued budget evaluation with you.Key items in this phase include finalizing the site plan, selecting interior and exterior materials and finishes, HVAC, lighting, plumbing decisions, coordination of special systems (AV, fire alarms, and security), and finalizing the building floor plan including spatial proximities, amenities, furniture layout, and circulation. The project being in the downtown area, our goal is to use materials that will blend with the historic existing buildings in the area. The design team will review the drawing set with the Owner and the Owner can keep the drawings for their review period as well. ***The set will include an updated budget.***

Construction Documents Phase

Following approval of Design Development and confirmation of budget with the City Manager, the design team will move to complete the construction documents. This will include continued coordination of all building systems, finalizing details, final color selections, specification manual, and compiling documents for bidding. A 95% Quality Control (QC) set will be printed to PDF for a collaborative Team review. This is a great way for not just the A/E team, but also key owner representatives to provide a final coordination and budget review prior to bidding.

Quality Control

Our team starts the process of quality control during design and continues it through the construction document process, resulting in high quality documents, which provide clarity to the builders and help reduce errors and change orders. As part of the final Quality control process, we have both the internal design team and an external design review the documents. Contractors have consistently reported Sapp Design's documents to be among the best in the business. Over the last three decades, we have established a proven process that will maintain the highest degree of quality control for your project

Bidding:

If you desided to go with Design-Bid-Build (DBB) process vs a CMAR as we talked about earlier in the project approch then will put the project out to "bid"

Bidding/Procurement Phase: Timing the "bid" can have a huge impact on level of interest for your project within the construction industry the more interest the better, more competitive, more accurate bids. Timing is impacted by the day of the week to receive bids, the length of time allowed for bidding, timing of the pre-bid, timing for receipt of questions and clarifications and the timing of receiving bids all can have an accumulative effect (good or bad) on the bids received. Sapp Design is acutely aware of these factors that can, if managed, contribute to a successful "procurement" process.

Our goal is for the Owner to not have any surprises. We facilitate the entire bid process on behalf of the Owner and oversee all communication with the various bidders. Once the project bids, we will review all bids for conformance and to ensure they meet the qualification requirements.We can attend the City council meeting to answer any questions they might have with the bid results.

Construction Administration

We take a "Boots on the Ground" approach, include the following services:

We attend pre-construction conferences and advise and assist you and the Contractor with project initiation.

Thorough on-site observation, we verify work completed and materials stored to date so monthly payment applications can be certified. Our Architectural and Engineering Team will carefully observe the work of each Contractor whenever and wherever necessary, but not less than once each month as construction progresses.

Observations are to determine the quality and scope of work by the Contractors as compared with the construction contract documents. We will advise promptly as to deficient and defective work, actual or anticipated delays, and over payments to Contractor, which may be revealed through observation. A written report of each site visit will be provided to you, together with appropriate comments and recommendations.

We will interpret and decide matters concerning performance by Contractors and their interpretations of contract documents when requested or as required to resolve Contractor disputes, claims, or other matters in question.

We may require inspection and testing or re-testing of the work in accordance with the contract documents, whenever appropriate.

We conduct on-site supervision necessary to determine substantial completion and completion of corrections required by punch list.

Post Construction Punchlist.

At the end of construction, the Design team will conduct a detailed punch list with the Client representative and the Contractor. Our team utilizes PlanGrid, an online construction productivity app that instantly shares reports with select issues, including dates, times, location on the plans, and related photos. PlanGrid instantly syncs and selects markups for the entire project team. Updates will automatically sync on all team members' devices. It's your digital audit trail of who did what and when.

Post-Construction Communication.

We don't stop there. After your project is completed, the design team documents and tracks any ongoing construction issues and conducts an 11-month walk-through review before the sunset date of your project's 1-year warranty period. We also review the Operations and Maintenance Manual, a comprehensive "Owner's Manual" that we require the contractor to assemble. This manual is used for the necessary training of your staff.

Approach / Schedule Overview

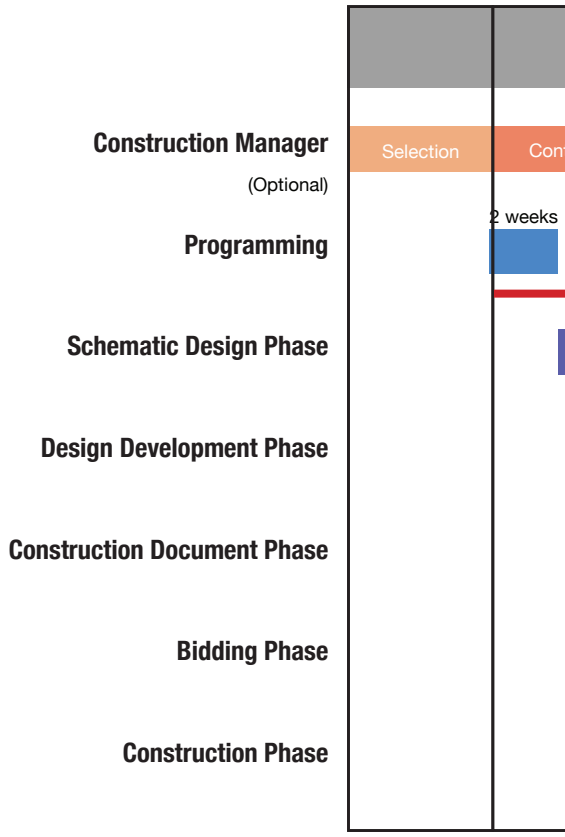
Sapp Design Architects prioritizes our commitment to meeting our prospective clients' timelines with utmost seriousness. To uphold our established firm milestones, we meticulously plan and monitor our team's weekly availability, forecasting 180 days ahead. This proactive approach showcases our dedication to project success and our proficiency in meeting deadlines. At the project's onset, we craft a comprehensive Master Schedule that outlines critical information from inception to the Owner's occupancy, ensuring clear visibility and understanding of project implications for all involved parties.

Our exceptional track record in adhering to project schedules stems from robust project and business management systems. These systems are meticulously implemented and sustained through computerized management reporting and mandatory office planning meetings held every Monday morning. We collaborate closely with you to grasp the deadline and scheduling requirements within the broader project scope.

Since the construction methodology—Design-bid-build vs CMAR—remains undecided at this time, our team has outlined two potential schedules for your consideration.

Construction Manager at Risk (CMAR) Schedule:

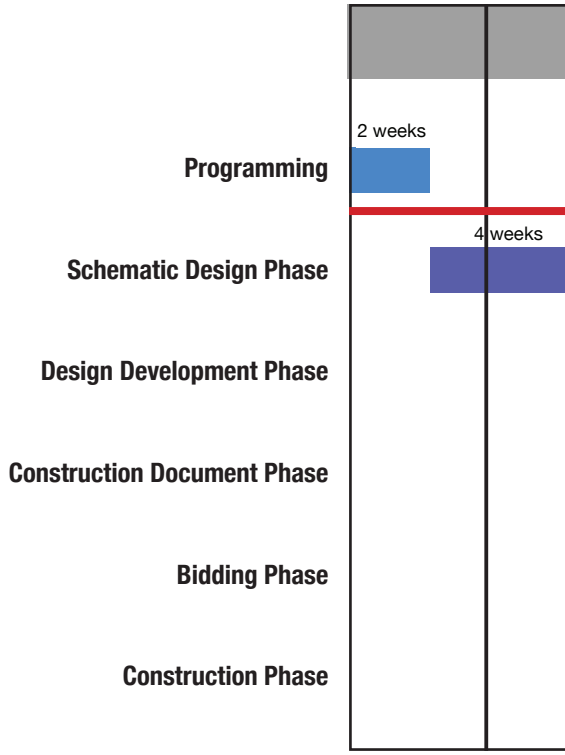
In the event that the City of Neosho opts for the Construction Manager at Risk (CMAR) approach, securing the Construction Manager should occur early in the process. The schedule reflects the proposed timeline for Construction Management procurement, with flexibility to accommodate later procurement during the design phase. Notably, the schedule incorporates intervals for the Construction Manager to estimate updated drawings at key milestones, providing revised estimates after each design phase. Collaborative reviews involving the Owner, Design team, and Construction Manager are integral parts of this process, ensuring alignment and transparency.



Design-Bid-Build Schedule:

Alternatively, should the City of Neosho choose Design-Bid-Build, our journey begins with a kick-off meeting where we establish a master schedule delineating all crucial meetings, deadlines, and project details. Progress meetings punctuate each design phase, culminating in updated Budget Opinions of Probable Cost. Collaborative reviews with the Owner and Design team post each phase ensure comprehensive input and feedback, while regular reviews of the schedule and budget at every meeting uphold transparency and accountability.

These tailored schedules reflect our commitment to adapting to diverse project methodologies while upholding our standards of excellence and timeliness.



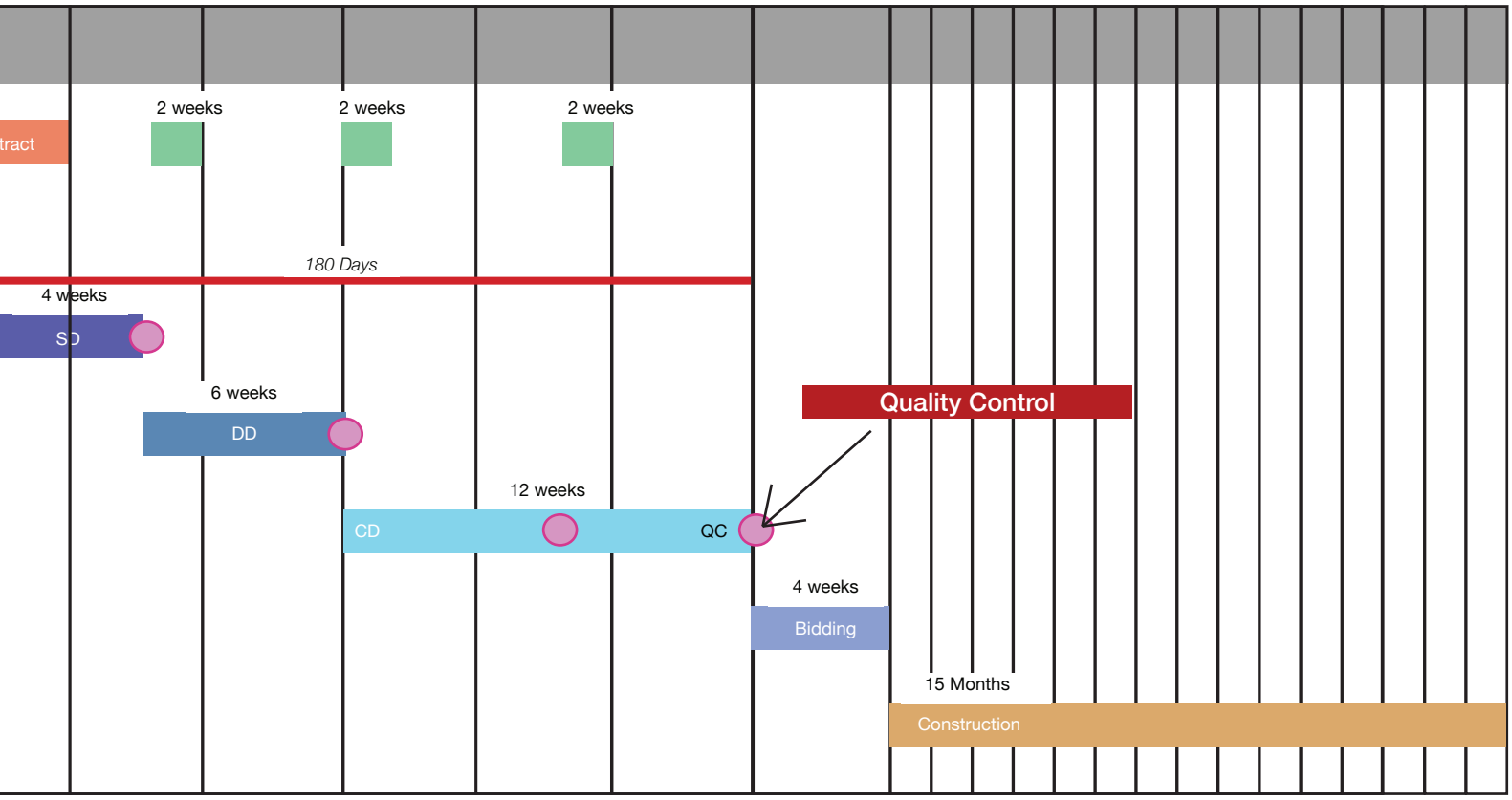
Schedule Variables for Clarification

1. This is a draft schedule and has not been reviewed with the City of Neosho

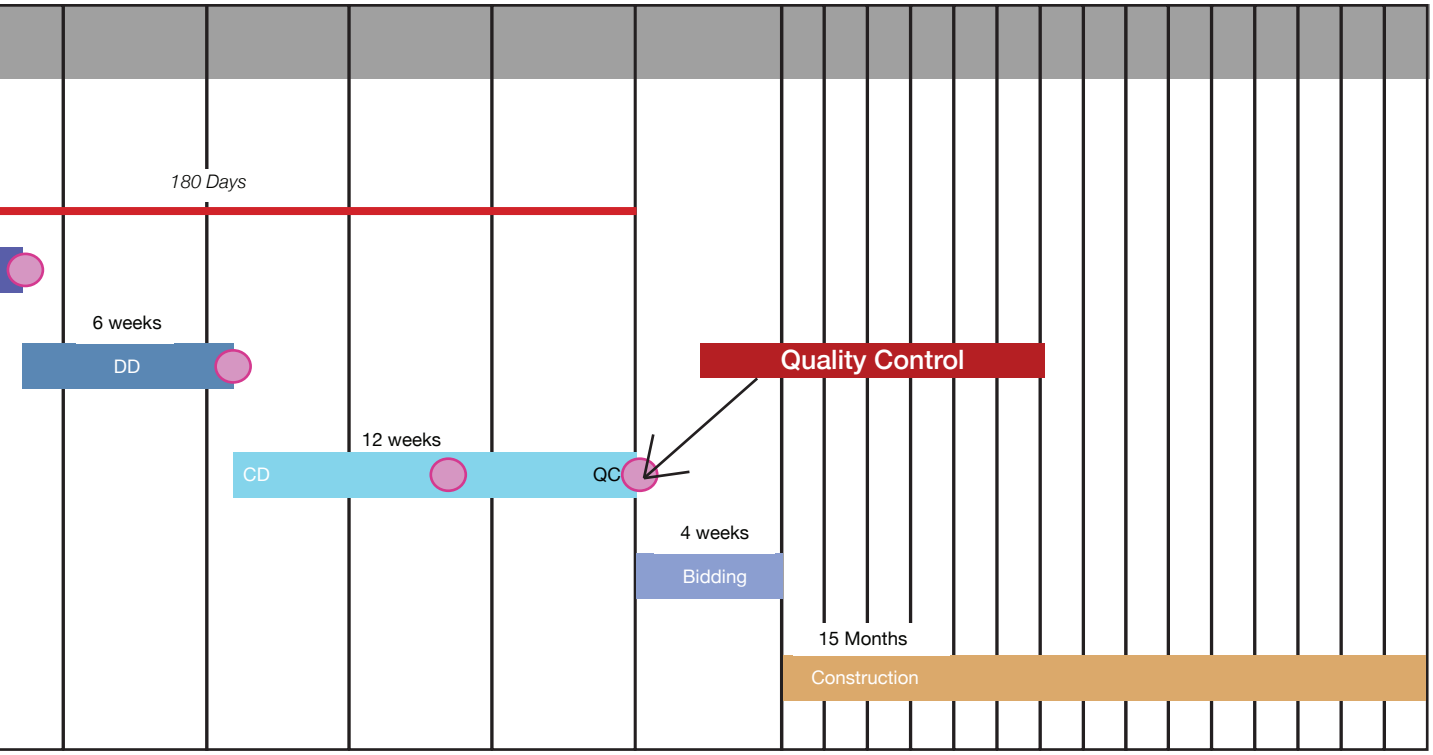
2. Assumptions have been made on availability of existing facilities to start construction activities

3. Options for early bid and construction cycle could be achieved through separate bid packages or a Construction Management at Risk approach.

Construction Manager at Risk Schedule



Design-Bid-Build Schedule



Owner Reviews

Opinion of Probable Cost

Approach / Site Study

After visiting the proposed site and meeting with your representatives in person, our team was excited to start analyzing the site and applying our expertise in Police and Fire Station design to create a preliminary concept. Please note that this is simply a concept to express our interest in the project and is 100% open to changes as we gather more information and meet with your team as part of the design process.

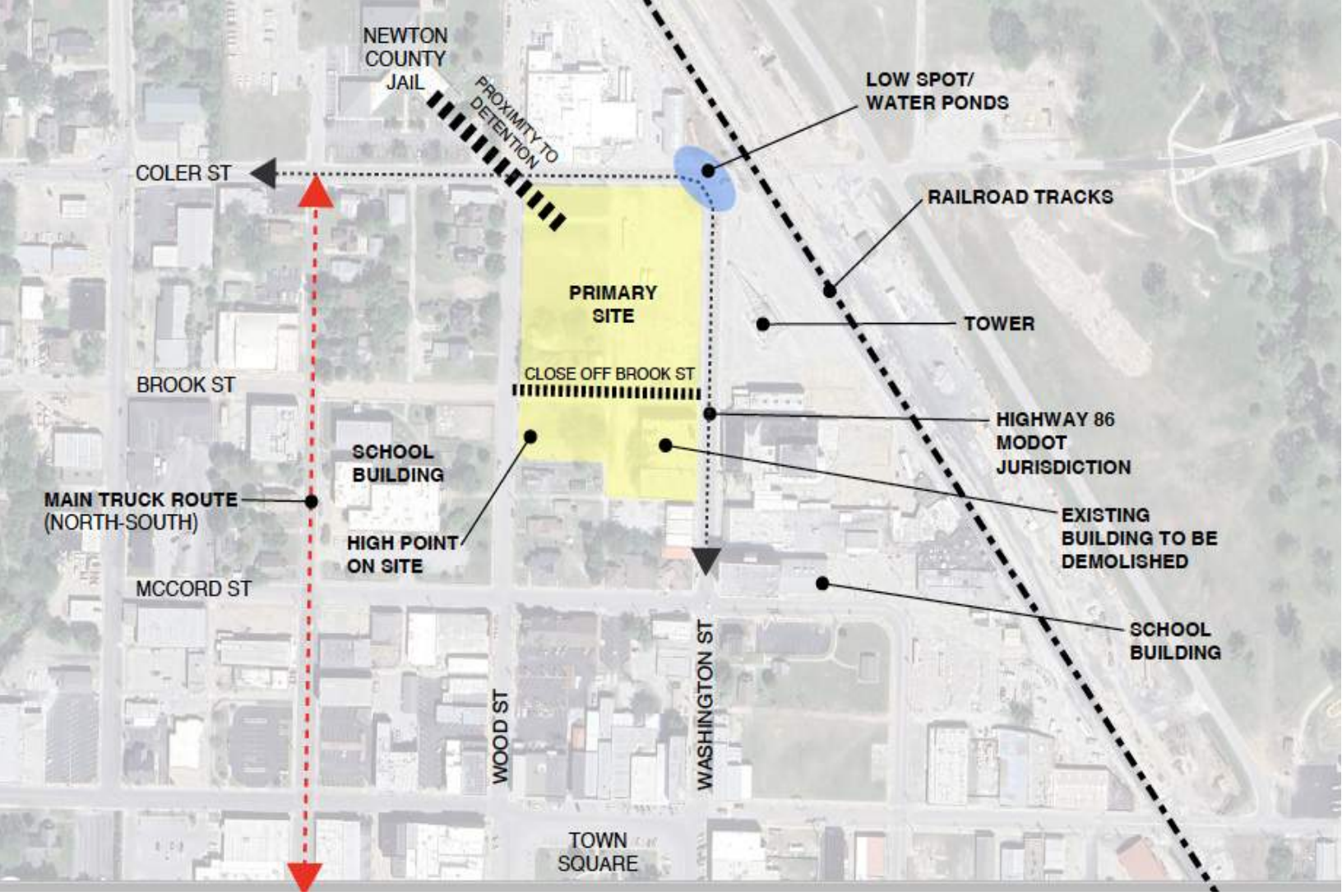
In the initial stages of the design process, we will conduct a thorough site analysis, considering factors such as the site's location, current features, potential future developments, and various design considerations including:

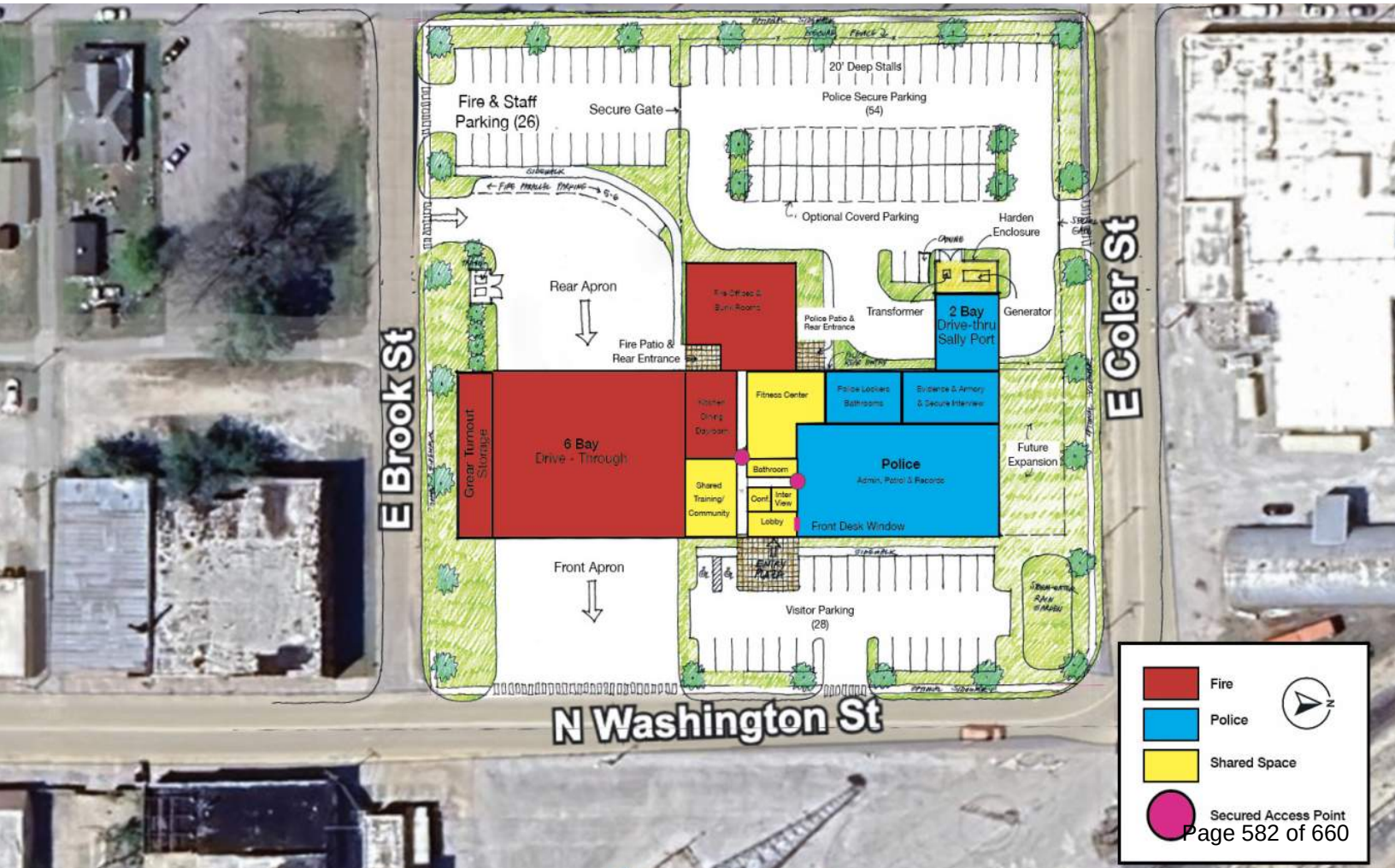
- Optimizing site utilization
- Designing cost-effective layouts
- Planning for vehicular and pedestrian traffic flow, especially for fire trucks
- Addressing interior and exterior security measures
- Ensuring adequate fire truck access to the site
- Anticipating potential future growth

We've taken the initiative to produce an example site feasibility sketch based on the information we have gathered so far. This sketch explores key aspects such as:

- The integration of a public safety center within a one-block area
- Central placement of shared spaces within the building
- Strategic locations for security points within the facility
- Designing the site's detention basin around the low point on the property
- Moving forward, our design process will involve collecting additional information and presenting various site feasibility sketches that explore alternative options and configurations.

Is there any specific aspect of the design process or challenges you would like us to focus on or discuss further? We're here to collaborate and ensure that the final design meets your needs and objectives effectively.


NEWTON COUNTY JAIL
PROXIMITY TO DETENTION
LOW SPOT/ WATER PONDS
COLER ST
RAILROAD TRACKS
PRIMARY SITE
TOWER
BROOK ST
CLOSE OFF BROOK ST
HIGHWAY 86 MODOT JURISDICTION
SCHOOL BUILDING
MAIN TRUCK ROUTE (NORTH-SOUTH)
EXISTING BUILDING TO BE DEMOLISHED
HIGH POINT ON SITE
MCCORD ST
SCHOOL BUILDING
WASHINGTON ST
WOOD ST
TOWN SQUARE


20' Deep Stalls
Fire & Staff Parking (26)
Secure Gate
Police Secure Parking (54)
Optional Coverd Parking
Harden Enclosure
Rear Apron
Transformer
2 Bay Drive-thru Sally Port
Generator
Fire Patio & Rear Entrance
Police Patio & Rear Entrance
E Brook St
E Coler St
Grear Turnout Storage
6 Bay Drive - Through
Fitness Center
Police Lockers Bathrooms
Evidence & Armory & Secure Interview
Future Expansion
Bathroom
Police
Admin, Patrol & Records
Shared Training/ Community
Conf
Inter View
Lobby
Front Desk Window
Front Apron
Visitor Parking (28)
N Washington St
Fire
Police
Shared Space
Secured Access Point

Approach: Budgeting & Cost Control

Budgeting and Cost Control

The first step in keeping a project on target is to establish and align a budget that is maintained and updated throughout the design process. The key to successfully managing a budget is more than just construction costs.

Our team has a pro-active process in the development of a complete project cost allowing our clients to have documentation of the total potential project costs from the beginning. We advocate a turnkey approach that will bring to light the various parameters of the cost that must be considered from the beginning programming through the entire design process. Our tried and true process will allow for the proper allocation of monies for construction expenditures upfront.

Having work on municipal facilities all over the State, our team has established relationships with industry leaders to stay on top of the ever-changing construction costs in your regional area. In addition, we maintain an internal database of historical project data.

In addition creating and maintaining a balanced budget throughout the process is paramount to a successful project. Our project team will assist you in establishing realistic budgets that balance program, desired quality, financial resources, and both hard and soft costs of a project. Our easy to understand budget sheet encompasses all costs surrounding your project, giving our clients the peace of mind of having a turnkey cost budget that is continuously monitored and updated throughout the design project. This process allows smart, informed decision making throughout the project and provides you the tools to be good stewards of public funds.

Neosho Performing Arts Center - Sapp Design

Typically a range is utilized on cost in the early stages of design since many design alternatives have not yet been established. This cost will continually be refined as materials, design, and other construction decisions are identified.

A) Program / Project: an abbreviated list of the program spaces/projects identified to be included in th proposed project. The total program square footage drives the budget and is closely monitored with the Owner. Scope changes or design is further developed realign square footage or budget as necessary.

B) Contingency: Sapp Design always recommends a construction contingency be included in the budget fro beginning to end. As the construction market is ever evolving, unforeseen items or upgrades at the owners request may arise. The construction contingency gives "buffer" of resources to help maintain the overall budge

C) Bid Alternates: Potential bid alternates are encouraged to allow pre-decided and pre-designed options due to a fluctuating bid market. Additionally, bi alternates can be accepted as upgrades should the bi come in well under budget.

D) Soft Costs: This section of the budget sheet of typically non-construction related expenses is a critical component in identifying turnkey costs. As with hard construction costs, this section is a vital part of the overall budget. Review on a regular basis along with collaboration with the Owner to identify potential soft costs is critical and typically includes

- FF&E; furniture, fixtures and equip.
- Professional services fees
- Special consultants
- Technology, infrastructure or systems
- Special decorations
- Printing costs
- Phone systems, AV equipment,
- Security systems
- Special equipment or athletic equip.
- Movable furniture, shelving, etc.
- Administrative costs
- Bonding costs
- Project expense contingency

E) Other Project Costs: Depending on the project scope or type other costs such as land acquisition, Cit street extensions, off-site utilities, abatement, Owner contingencies, Fees, or other special preparations or costs Owner may wish to include in the budget.

PROBABLE COST OF WORK

PROJECT: Boswell FEMA Addition

PHASE: *FEMA Safe Room, Commons / Dining and Library*
DATE: *September 8, 2021*
OPTION: *"Heart of Boswell"*

DRAFT-FOR REVIEW
Assumed bidding by Winter 2021

SAPP DESIGN ARCHITECTS

OPINION AND STUDY OF PROBABLE COSTS : ACTUAL COSTS MAY VARY: THIS IS NOT AN ESTIMATE OF ACTUAL OR FINAL COSTS.

					PROBABLE RANGE
Reference Notice to Owner, Item "I" below.					
A. CONSTRUCTION BASE BID					
THE ITEMS BELOW IN "A" ARE INTENDED TO BE UNDER THE G.C. CONTRACT					
1. NEW BUILDING ADDITION; FEMA rated Safe Room Library, classroom space with support spaces	7,752 S.F.	$355 to	$400 /S.F.		$ 2,751,960 to $ 3,100,800
2. NEW BUILDING ADDITION; non-rated connector Connecting space between FEMA footings and existing structure	2,503 S.F.	$250 to	$275 /S.F.		$ 625,750 to $ 688,325
3. EXISTING BLDG; Cafeteria Exterior Walls Bracing, new openings, finishes	allowance	$60,000 to	$70,000		$ 60,000 to $ 70,000
4. EXISTING BLDG; Classroom/Collab Renovation Demolition of exterior wall, new ceiling, lighting and finishes	1,277 S.F.	$175 to	$225 /S.F.		$ 223,475 to $ 287,325
5. EXISTING BLDG; Snowdrift reinforcement	allowance	$ 45,000 to	$ 75,000		$ 45,000 to $ 75,000
6. Cafeteria light renovation Paint, flooring, lighting, ceiling, A/V, acoustics	3,064 S.F.	$75 to	$90 /S.F.		$ 229,800 to $ 275,760
7. SITE WORK: Grading, Storm Water Detention & Conveyance, Paving As may be separate from Building Components above.					
TOTAL CONSTRUCTION BASE BID TARGET				*A*	**$ 3,940,000 to $ 4,500,000**
B. PROJECT CONTINGENCIES					
1. CONSTRUCTION CONTINGENCY (This amount allows for unanticipated conditions, misc. omissions, upgrades, etc.)				*B*	$ 197,000 to $ 225,000
C. BID ALTERNATES					
1. EXISTING BLDG; Administration Renovation Demolition of some interior walls, reconfigure interior sf Extensive interior renovation, including minimal entrance canopy	4,606 S.F.	$175 to	$225 /S.F.		$ 806,050 to $ 1,036,350
3. OTHERS, TBD	allowance	$ -	$ -		
4. Construction Contingency - Bid Alternates Only	allowance	$ 40,303 to	$ 51,818		
TOTAL ALTERNATES: (Fees & services incl. in Project Expenses below.)				*C*	$ 846,353 to $ 1,088,168
TOTAL CONSTRUCTION COST - BASE BID ONLY (includes construction contingency)				*A+B*	**$ 4,140,000 to $ 4,730,000**
TOTAL CONSTRUCTION COST - BASE BID & ALTERNATES (includes construction contingency)				*A+B+C*	**$ 4,990,000 to $ 5,820,000**
D. PROJECT EXPENSES					
Reference Notice to Owner, Item "II" below.					
1. CONSULTANTS AND OTHER SERVICES: A/E, Geo-Tech, Survey, Construction Testing, and other as necessary.				allowance	$ 650,000 to $ 760,000
2. OTHER SPECIAL CONSULTANTS: Civil, Interior Designer, Landscape Arch., Acoustical, etc. as may be agreed upon.					
3. ADMINISTRATIVE COSTS Bid printing, Advertising, Building Permit, legal and accounting fees, financing costs, other as owner may determine.				allowance	$ 3,000 to $ 4,000
4. PROPERTY ACQUISITION					$ - to $ -
5. OTHER					$ - to $ -
6. LANDSCAPING ALLOWANCE (if not included in Site work above.)					$ - to $ -
7. F.F.& E. (Furniture, Fixtures, and Equipment): Reference Notice to Owner, Item "III" below.				allowance	$ 200,000 to $ 230,000
a. AV Equipment					$ - to $ -
b. Security System					$ - to $ -
c. Phone System					$ - to $ -
d. IT Equipment					$ - to $ -
e. Special Decorations, Graphics, Artwork, Interior Signs, if not included in Construction					$ - to $ -
f. Special Equipment					$ - to $ -
g. Furniture (moveable furniture, shelving, etc.)					$ - to $ -
h. Athletic Equipment					$ - to $ -
i. Other					$ - to $ -
8. OWNER PREP COSTS (moving, floor prep, staff costs, etc. as may be determined)					$ - to $ -
9. PROJECT EXPENSE CONTINGENCY					$ - to $ -
TOTAL PROJECT EXPENSES				*D*	**$ 853,000 to $ 994,000**
TOTAL PROJECT BUDGET (*without* Alternates)				*A+B+D*	**$ 5,000,000 to $ 5,730,000**
TOTAL PROJECT BUDGET (*including* All Alternates)				*A+B+C+D*	**$ 5,850,000 to $ 6,820,000**
E. OTHER PROJECT COMPONENTS (as Owner may determine)				*E*	$ - to $ -
Other separate Capital Improvements not administered by Architect, e.g.: Land Cost, Road Costs, Abatement, Other Fees, Contingencies, or other special preparations or costs as Owner may wish to include in Project Budget.					
TOTAL OVERALL PROJECT BUDGET (*without* Alternates)				*A+B+D+E*	***$ 5,000,000 to $ 5,730,000***
TOTAL OVERALL PROJECT BUDGET (*including* All Alternates)				*A+B+C+D+E*	***$ 5,850,000 to $ 6,820,000***
F. FEMA Funding					
1. FEMA Grant Reimbursement					$ (1,750,000) to $ (1,750,000)
2. Total - Final Owner, Probable Cost (without alternates)					**$ 3,250,000 to $ 3,980,000**
3. Total - Final Owner, Probable Cost (with alternates)					**$ 4,100,000 to $ 5,070,000**

NOTICE TO OWNER

I. The preceding values are allowances only; actual costs may vary.
II. This Budget Study represents the Architect's understanding of the Owner's Budget, and is not intended to be used as a formal accounting tool.
III. FF&E values are speculative allowances only and must be confirmed by the Owner.
IV. Project Expenses are intended to alert the Project Owner that other expenses beyond construction are generally required in order to complete the entire project There may be additionol items not listed here, and the Owner must identify and confirm all possible cost items, and the amounts to be budgeted.
V. The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.
VI. The Owner shall establish and periodically update the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6 of the Agreement between Owner and Architect; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.
VII. Also reference AIA B101 - Standard Form of Agreement between Owner and Architect.

Project Approach: CMAR Experience

55
CMAR Projects Completed

$369M
Construction Projects

90%
Annual Volume Public Work

Construction Methodologies

The passage of the Missouri House Bill 2376 opened the door to alternative procurement of General Contracting for Public funded projects. Each of these must meet certain criteria to be eligible for Contractor procurement. The two methodologies now allowed include:

- Construction Management at Risk (CMAR)
- Design-Build (DB)

The majority of our public clients are now utilizing CMAR. In fact, since the passage of this legislation Sapp Design Architects been involved with helping interested public clients to solicit and procure over $369 million in construction projects. We have been directly involved with writing and publishing the public solicitation announcements along with the collection and review of all qualification submittals from CMAR companies.

Next our team has assisted our clients to identify a short-list of companies to be invited for interviews and to assemble the next phase of information for the candidates to use in presenting a fee proposal. We have joined our clients in the interview sessions by providing the criteria necessary for further evaluation and provide summaries and recommendations to make a final selection. Once a CMAR is identified we develop the draft Contract Agreements for both the Owner and the CMAR company.

We have found that with over 55 projects now completed using CMAR, that the results has generally been more successful for the Owner, Consultants and the Contractor. However, this has been the direct results of conducting comprehensive due diligence in selecting the CMAR. Below is a list of our projects utilizing CMAR:

Sapp Design Architects CMAR Experience

Client	Budget	# of Projects	CMAR	Issue	Short Listed	Interviews	Contract
Springfield City Hall Historic Renovation	$16,000,000	1	JE Dunn	√	√	√	√
City of Aurora Community Center	$12,000,000	1	Branco	√	√	√	√
Lebenon Schools	$40,000,000	3	TBD	√	√	√	√
The Library Center Auditorium	$6,000,000	1	Branco	√	√	√	√
Mid-Continent Public Library	$120,000,000	38	JE Dunn	√	√	√	√
City of Grain Valley, Missouri	$60,000,000	2	McGowan-Gordan	√	√	√	√
Monett Public Schools	$21,000,000	2	R.E. Smith	√	√	√	√
School of the Osage	$24,000,000	8	Nabholtz	√	√	√	√
Springfield Schools Williams Elementary	$16,000,000	1	Nabholtz	√	√	√	√
Springfield Schools York Elementary	$16,000,000	1	R.E. Smith	√	√	√	√
Neosho Public Schools	$38,000,000	3	Branco	√	√	√	√

The Library Center - Auditorium Renovation/Addition

City of Aurora - Community and Event Center

Springfield Historic City Hall Renovation - Sapp Design Architects

SAPP DESIGN

Enrich Life, For Generations

SDAarchitects.com
417.877.9600

SPRINGFIELD | 3750 S. Fremont, Springfield, MO 65804
KANSAS CITY | 1100 Main Street Kansas City, MO 64105

Apply for a Board / Commission

Thank you for your consideration in serving our community. This questionnaire will provide the City Council some background on your interest and reasons for seeking to serve.

Select Desired Board:	Neosho-Newton County Library Board
Name	Karina Cole
Address Line 1	300 S. Ripley St.
Address Line 2	--
City	Neosho
State	Missouri
Zip Code	64850
Phone	4174837624
Email	colekarina@neoshosd.org
Why do you want to serve on this board?	I am currently on the board and would like to reapply before my commission runs out. I am an enthusiastic supporter of literacy and bringing our community together, which is the mission our library serves each and every day. The library serves an important public function that increases opportunities for all of our citizens.
Have you dealt with this specific Board before?	Yes
Have you attended any Board meetings for this Board?	Yes
What would you like to accomplish if you are appointed to this Board?	I would like to continue in my capacity as a current board member to see through some of the exciting projects that are underway to extend the services of the library to ever-increasing numbers of community members.
Please respond by:	Text

Apply for a Board / Commission

Thank you for your consideration in serving our community. This questionnaire will provide the City Council some background on your interest and reasons for seeking to serve.

Select Desired Board:	Neosho-Newton County Library Board
Name	Keri Collinsworth
Address Line 1	317 Patterson St.
Address Line 2	n/a
City	Neosho
State	MO
Zip Code	64850
Phone	417-592-1148
Email	kericollinsworth@hotmail.com
Why do you want to serve on this board?	To serve my community.
Have you dealt with this specific Board before?	I am currently on the board.
Have you attended any Board meetings for this Board?	Yes, as I am currently on the board.
What would you like to accomplish if you are appointed to this Board?	Continued service to the library and community.
Please respond by:	Email

Apply for a Board / Commission

Select Desired Board:	Neosho-Newton County Library Board
Name	Jake Evans
Address Line 1	922 Macy Dr
Address Line 2	n/a
City	Neosho
State	MO
Zip Code	64850
Phone	4174385253
Email	jake.evans@tylertech.com
Why do you want to serve on this board?	I have a deep passion for literacy, education, and community engagement. Libraries are vital resources that provide access to information, support lifelong learning, and foster a sense of community. Serving on the Library Board would allow me to contribute to the strategic planning and development of library services, ensuring that they continue to meet the evolving needs of our community. I am committed to advocating for increased accessibility, diverse programming, and innovative services that will enhance the library's role as a cornerstone of our community.
Have you dealt with this specific Board before?	I have not had any direct dealings with this specific Board, nor have I participated in any library programs or collaborated with library staff. However, I have a strong interest in community service and a commitment to enhancing public resources. I believe my fresh perspective and enthusiasm for community development can contribute positively to the Board's efforts in improving and expanding library services.
Have you attended any Board meetings for this Board?	I have not had the opportunity to attend any Board meetings for this Board. However, I am eager to familiarize myself with the Board’s operations and priorities. If appointed, I look forward to attending meetings regularly to gain a thorough understanding of the issues and opportunities facing our library, and to contribute meaningfully to its governance and development.

What would you like to accomplish if you are appointed to this Board?	If appointed, I would focus on several key areas: Enhancing Accessibility: Ensuring that library services are accessible to all community members, including those with disabilities and those from underserved populations. Expanding Programming: Developing a diverse range of programs that cater to various age groups and interests, including technology training, cultural events, and educational workshops. Promoting Literacy and Education: Advocating for initiatives that support early literacy, adult education, and digital literacy, thereby helping to bridge the knowledge gap in our community. Fostering Community Engagement: Creating more opportunities for community involvement in library activities and decision-making processes, making the library a vibrant hub of community life. Sustainable Funding: Exploring innovative funding solutions and partnerships to ensure the long-term sustainability and growth of library services. I am eager to bring my skills, enthusiasm, and commitment to the Library Board to help achieve these goals and support the library in fulfilling its mission.
Please respond by:	Email

Apply for a Board / Commission

Select Desired Board:	Golf Course Committee
Name	Dakotah Smith
Address Line 1	12563
Address Line 2	Maxwell Lane
City	Neosho
State	MO
Zip Code	64850
Phone	4174374545
Email	smith11dakotah@gmail.com
Why do you want to serve on this board?	I want to grow our course and help provide our community with amenities that we can be proud of. Our course could and should be one that people from other communities wouldn't hesitate to come visit and create more revenue.
Have you dealt with this specific Board before?	I have not.
Have you attended any Board meetings for this Board?	Unfortunately no I have recently learned of this and plan to attend in the future.
What would you like to accomplish if you are appointed to this Board?	I grew up play the Neosho golf course, attended jr golf as a child in the summer. I believe we need to try and grow the game in our community. Back several years ago i would tell anyone that I thought Neosho had the best municipal golf course in the 4-State area. I want to see the conditions and amenities of the course get back to that. It seems like some good changes are happening and I want to be a part of it.
Please respond by:	Phone

General Ledger

Budget Status

User: lforest
Printed: 6/13/2024 - 9:36 AM
Period: 8, 2024

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 100	General Fund							
Dept 100-000	Non-Departmental							
R10	NON-OPERATING REVENUES							
100-000-2500-000	Unearned Grant Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R10 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R90	TRANSFERS IN							
100-000-3305-110	Transfre fm Public Safety Fund	20,000.00	1,667.00	13,336.00	6,664.00	0.00	6,664.00	33.32
100-000-3305-111	Trns fm Public Safety Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-000-3305-120	Trns from Public Safety Fund	1,022,441.00	85,201.00	681,608.00	340,833.00	0.00	340,833.00	33.34
100-000-3305-144	Trns from Public Safety Fund	20,047.00	1,671.00	13,368.00	6,679.00	0.00	6,679.00	33.32
100-000-3306-000	Transfer fm ARPA Investment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-000-3310-000	Transfer fm Hotel/Motel Admin	2,860.00	239.00	1,912.00	948.00	0.00	948.00	33.15
100-000-3316-000	Transfer fm Street >Land	5,660.00	471.67	3,773.36	1,886.64	0.00	1,886.64	33.33
100-000-3325-115	Transfer fm Police Dept	50,000.00	0.00	0.00	50,000.00	0.00	50,000.00	100.00
100-000-3355-000	Transfer to Gen Celebrate	19,500.00	0.00	0.00	19,500.00	0.00	19,500.00	100.00
100-000-3356-000	Transfer to Gen Fall Festival	13,000.00	0.00	13,000.00	0.00	0.00	0.00	0.00
	R90 Sub Totals:	1,153,508.00	89,249.67	726,997.36	426,510.64	0.00	426,510.64	36.98
	Revenue Sub Totals:	1,153,508.00	89,249.67	726,997.36	426,510.64	0.00	426,510.64	36.98
E90	TRANSFERS OUT							
100-000-3200-000	Sales Tax to TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-000-3202-000	Transfer to Other Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-000-3203-000	Transfer to Senior Center	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-000-3205-000	Transfer to Fire Dept	753,748.00	62,813.00	502,504.00	251,244.00	0.00	251,244.00	33.33
100-000-3205-110	Trns to General	20,000.00	1,667.00	13,336.00	6,664.00	0.00	6,664.00	33.32
100-000-3205-120	Trns to Police Department	1,022,411.00	85,201.00	681,608.00	340,803.00	0.00	340,803.00	33.33
100-000-3205-144	Trns to Emergency Mgmt	20,047.00	1,671.00	13,368.00	6,679.00	0.00	6,679.00	33.32
100-000-3206-000	Transfer to ARPA	307,307.00	0.00	0.00	307,307.00	0.00	307,307.00	100.00
100-000-3206-170	Transfer to Drainage	1,129,114.00	0.00	0.00	1,129,114.00	0.00	1,129,114.00	100.00
100-000-3224-000	Transfer to Police Grants	2,310.00	0.00	0.00	2,310.00	0.00	2,310.00	100.00
100-000-3225-115	Trns to Develop Service	50,000.00	0.00	0.00	50,000.00	0.00	50,000.00	100.00
100-000-3230-000	Transfer to Fire fm General	714,751.00	59,563.00	476,504.00	238,247.00	0.00	238,247.00	33.33
100-000-3240-000	Transfer to GC fm General	120,000.00	0.00	0.00	120,000.00	0.00	120,000.00	100.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
100-000-3243-000	Transfer to Parks Department	50,000.00	4,167.00	33,336.00	16,664.00	0.00	16,664.00	33.33
100-000-3285-111	Trns to Capital Impr/Purch	52,233.00	21.92	52,331.42	-98.42	0.00	-98.42	0.00
100-000-3285-112	Trns to Capital Improvement	209,630.00	0.00	197,630.00	12,000.00	0.00	12,000.00	5.72
100-000-3285-115	Trns to Capital Impr/Purch	12,434.00	0.00	8,253.19	4,180.81	0.00	4,180.81	33.62
100-000-3285-118	Trns to Capital Improvement	68,000.00	0.00	42,166.78	25,833.22	0.00	25,833.22	37.99
100-000-3285-120	Trns to Capital Improvement	151,000.00	0.00	252,040.48	-101,040.48	0.00	-101,040.48	0.00
100-000-3285-160	Trns to Capital Improvement	727,538.00	0.00	481,713.09	245,824.91	0.00	245,824.91	33.79
100-000-3285-204	Trns to Capital Impr/Purch	91,107.00	293.78	41,400.30	49,706.70	0.00	49,706.70	54.56
100-000-3285-680	Transfer to CDBG	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E90 Sub Totals:	5,501,630.00	215,397.70	2,796,191.26	2,705,438.74	0.00	2,705,438.74	49.18
	Expense Sub Totals:	5,501,630.00	215,397.70	2,796,191.26	2,705,438.74	0.00	2,705,438.74	49.18
	Dept 000 Sub Totals:	4,348,122.00	126,148.03	2,069,193.90	2,278,928.10	0.00		
Dept 100-110								
R01	TAXES							
100-110-4010-110	Property Tax	475,000.00	2,843.42	552,609.74	-77,609.74	0.00	-77,609.74	0.00
100-110-4020-110	Financial Institution Tax	300.00	0.00	245.55	54.45	0.00	54.45	18.15
100-110-4030-110	1-Cent City Sales Tax	3,092,449.00	294,328.49	2,259,677.31	832,771.69	0.00	832,771.69	26.93
100-110-4031-110	3-Cent Recreational Sales Tax	200,000.00	0.00	96,507.55	103,492.45	0.00	103,492.45	51.75
100-110-4050-110	Cigarette Tax	54,200.00	3,437.20	29,254.20	24,945.80	0.00	24,945.80	46.03
100-110-4130-110	Franchises	775,000.00	52,087.47	578,079.78	196,920.22	0.00	196,920.22	25.41
	R01 Sub Totals:	4,596,949.00	352,696.58	3,516,374.13	1,080,574.87	0.00	1,080,574.87	23.51
R02	LICENSES AND PERMITS							
100-110-4100-110	Occupation Licenses	54,794.00	4,114.45	33,636.39	21,157.61	0.00	21,157.61	38.61
	R02 Sub Totals:	54,794.00	4,114.45	33,636.39	21,157.61	0.00	21,157.61	38.61
R03	INTER-GOVERNMENTAL							
100-110-4201-110	CARES/ARPA	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R03 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R06	REVENUE FROM USE OF ASSET							
100-110-4700-110	Interest Earned-General Fund	12,500.00	23,367.84	155,919.10	-143,419.10	0.00	-143,419.10	0.00
100-110-4760-110	Insurance Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-110-4820-110	General Admin Sale of Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	12,500.00	23,367.84	155,919.10	-143,419.10	0.00	-143,419.10	0.00
R07	OTHER INCOME							
100-110-4790-110	Judgments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-110-4800-110	General Admin Miscellaneous	238,206.00	0.00	238,206.07	-0.07	0.00	-0.07	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	R07 Sub Totals:	238,206.00	0.00	238,206.07	-0.07	0.00	-0.07	0.00
	Revenue Sub Totals:	4,902,449.00	380,178.87	3,944,135.69	958,313.31	0.00	958,313.31	19.55
E10	PERSONNEL							
100-110-5010-110	General Admin Salaries	267,428.00	33,049.79	186,334.07	81,093.93	0.00	81,093.93	30.32
100-110-5020-110	General Admin Overtime	2,000.00	184.16	981.39	1,018.61	0.00	1,018.61	50.93
100-110-5040-110	Acting City Mgr Per Diem	4,500.00	0.00	300.00	4,200.00	0.00	4,200.00	93.33
100-110-5070-110	Availability Allowance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-110-5170-110	General Admin Social Security	20,956.00	2,388.36	13,282.34	7,673.66	0.00	7,673.66	36.62
100-110-5180-110	General Admin Retirement	13,697.00	1,363.21	8,530.97	5,166.03	0.00	5,166.03	37.72
100-110-5190-110	General Admin Health Insurance	39,199.00	3,568.05	24,175.53	15,023.47	0.00	15,023.47	38.33
100-110-5210-110	General Admin Workers Comp.	11,999.00	0.00	0.00	11,999.00	0.00	11,999.00	100.00
100-110-5360-110	General Admin Memb/Train/Trvl	2,905.00	15.00	792.29	2,112.71	0.00	2,112.71	72.73
100-110-5380-110	Uniforms	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E10 Sub Totals:	362,684.00	40,568.57	234,396.59	128,287.41	0.00	128,287.41	35.37
E20	OPERATING COSTS							
100-110-5260-110	General Admin Prof. Service	115,712.00	1,783.34	39,223.02	76,488.98	1,500.00	74,988.98	64.81
100-110-5290-110	County Collector Fees	19,000.00	113.74	19,319.19	-319.19	0.00	-319.19	0.00
100-110-5300-110	General Admin Ins. & Bonds	16,347.00	0.00	175.00	16,172.00	0.00	16,172.00	98.93
100-110-5330-110	General Admin Equipment Maint.	7,575.00	151.78	241.76	7,333.24	0.00	7,333.24	96.81
100-110-5450-110	General Admin Claims & Judgmnt	350,516.00	0.00	54.84	350,461.16	0.00	350,461.16	99.98
100-110-5530-110	General Admin Fuels/Lubricants	525.00	116.89	601.64	-76.64	0.00	-76.64	0.00
100-110-5590-110	General Admin Gen. Supplies	15,340.00	301.84	8,983.58	6,356.42	0.00	6,356.42	41.44
100-110-5700-110	General Admin Comp., Software	1,873.00	0.00	621.80	1,251.20	0.00	1,251.20	66.80
	E20 Sub Totals:	526,888.00	2,467.59	69,220.83	457,667.17	1,500.00	456,167.17	86.58
E25	NON-OPERATING EXPENSE							
100-110-5271-110	Master Bank Acct Fees	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
100-110-5272-110	Investement Acct. Bank Fees	1,200.00	0.00	0.00	1,200.00	0.00	1,200.00	100.00
	E25 Sub Totals:	2,200.00	0.00	0.00	2,200.00	0.00	2,200.00	100.00
	Expense Sub Totals:	891,772.00	43,036.16	303,617.42	588,154.58	1,500.00	586,654.58	65.79
	Dept 110 Sub Totals:	-4,010,677.00	-337,142.71	-3,640,518.27	-370,158.73	1,500.00		
Dept 100-111								
R01	TAXES							
100-111-4031-110	3-Cent Recreational Use	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R01 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R04	CHARGES FOR SERVICES							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
100-111-4800-111	City Clerk Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R04 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E10	PERSONNEL							
100-111-5010-111	Clerk Salaries	54,387.00	6,240.51	37,295.25	17,091.75	0.00	17,091.75	31.43
100-111-5030-111	Clerk Part Time	2,100.00	130.00	1,135.00	965.00	0.00	965.00	45.95
100-111-5170-111	Clerk Social Security	4,322.00	462.45	2,681.52	1,640.48	0.00	1,640.48	37.96
100-111-5180-111	Clerk Retirement	2,720.00	312.03	1,864.78	855.22	0.00	855.22	31.44
100-111-5190-111	Clerk Health Insurance	6,043.00	564.62	4,631.98	1,411.02	0.00	1,411.02	23.35
100-111-5210-111	Clerk Workers Compensation	2,475.00	0.00	0.00	2,475.00	0.00	2,475.00	100.00
100-111-5360-111	Clerk Member/Train/Trvl	10,535.00	197.00	4,986.68	5,548.32	0.00	5,548.32	52.67
	E10 Sub Totals:	82,582.00	7,906.61	52,595.21	29,986.79	0.00	29,986.79	36.31
E20	OPERATING COSTS							
100-111-5260-111	Clerk Professional Services	17,360.00	1,167.12	13,592.29	3,767.71	0.00	3,767.71	21.70
100-111-5300-111	Clerk Insurance & Bonds	650.00	580.00	680.00	-30.00	0.00	-30.00	0.00
100-111-5430-111	Clerk Elections	10,000.00	0.00	6,709.28	3,290.72	0.00	3,290.72	32.91
100-111-5590-111	Clerk General Supplies	966.00	0.00	370.41	595.59	0.00	595.59	61.66
100-111-5700-111	Clerk Comp., Software	819.00	0.00	496.15	322.85	0.00	322.85	39.42
	E20 Sub Totals:	29,795.00	1,747.12	21,848.13	7,946.87	0.00	7,946.87	26.67
	Expense Sub Totals:	112,377.00	9,653.73	74,443.34	37,933.66	0.00	37,933.66	33.76
	Dept 111 Sub Totals:	112,377.00	9,653.73	74,443.34	37,933.66	0.00		
Dept 100-113								
R06	REVENUE FROM USE OF ASSET							
100-113-4470-755	Celebrate Booth Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-113-4470-756	Fall Festival Booth Fees	8,000.00	620.00	5,270.00	2,730.00	0.00	2,730.00	34.13
100-113-4471-755	Celebrate Race Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	8,000.00	620.00	5,270.00	2,730.00	0.00	2,730.00	34.13
R08	SALES REVENUE							
100-113-4480-755	Celebrate Neosho Shirt Sales	0.00	0.00	75.00	-75.00	0.00	-75.00	0.00
	R08 Sub Totals:	0.00	0.00	75.00	-75.00	0.00	-75.00	0.00
R87	DONATIONS							
100-113-4990-755	Celebrate Neosho Sponsors	8,000.00	500.00	8,322.00	-322.00	0.00	-322.00	0.00
100-113-4990-756	Fall Festival Sponsorships	8,000.00	500.00	7,800.00	200.00	0.00	200.00	2.50
	R87 Sub Totals:	16,000.00	1,000.00	16,122.00	-122.00	0.00	-122.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Revenue Sub Totals:	24,000.00	1,620.00	21,467.00	2,533.00	0.00	2,533.00	10.55
E20	OPERATING COSTS							
100-113-6520-755	Celebrate Neosho Expenses	27,500.00	963.70	11,069.91	16,430.09	0.00	16,430.09	59.75
100-113-6530-756	Fall Festival Expenses	29,000.00	665.00	12,107.90	16,892.10	0.00	16,892.10	58.25
	E20 Sub Totals:	56,500.00	1,628.70	23,177.81	33,322.19	0.00	33,322.19	58.98
	Expense Sub Totals:	56,500.00	1,628.70	23,177.81	33,322.19	0.00	33,322.19	58.98
	Dept 113 Sub Totals:	32,500.00	8.70	1,710.81	30,789.19	0.00		
Dept 100-115								
R02	LICENSES AND PERMITS							
100-115-4120-115	Building Permits/Inspec.	102,152.00	3,978.25	94,734.63	7,417.37	0.00	7,417.37	7.26
100-115-4770-115	Planning & Zoning Fees	1,735.00	500.00	1,743.40	-8.40	0.00	-8.40	0.00
	R02 Sub Totals:	103,887.00	4,478.25	96,478.03	7,408.97	0.00	7,408.97	7.13
R03	INTER-GOVERNMENTAL							
100-115-4200-708	CDBG Grant Revenue	50,132.00	0.00	22,673.04	27,458.96	0.00	27,458.96	54.77
	R03 Sub Totals:	50,132.00	0.00	22,673.04	27,458.96	0.00	27,458.96	54.77
R04	CHARGES FOR SERVICES							
100-115-4791-115	Code Enforcement Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R04 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R06	REVENUE FROM USE OF ASSET							
100-115-4760-115	Development Insurance Proceeds	0.00	20,000.00	20,000.00	-20,000.00	0.00	-20,000.00	0.00
100-115-4820-115	Sale of Dev. Service Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	0.00	20,000.00	20,000.00	-20,000.00	0.00	-20,000.00	0.00
R07	OTHER INCOME							
100-115-4800-115	Code Enforcement Miscellaneous	0.00	3,000.00	3,000.00	-3,000.00	0.00	-3,000.00	0.00
	R07 Sub Totals:	0.00	3,000.00	3,000.00	-3,000.00	0.00	-3,000.00	0.00
	Revenue Sub Totals:	154,019.00	27,478.25	142,151.07	11,867.93	0.00	11,867.93	7.71
E10	PERSONNEL							
100-115-5010-115	Bldg/Inspection Salaries	184,126.00	20,361.41	98,281.61	85,844.39	0.00	85,844.39	46.62
100-115-5020-115	Bldg/Inspection Overtime	1,750.00	437.37	1,246.34	503.66	0.00	503.66	28.78
100-115-5070-115	Availability Allowance	1,440.00	60.00	480.00	960.00	0.00	960.00	66.67
100-115-5170-115	Bldg/Inspection Social Sec.	14,220.00	1,584.53	7,578.12	6,641.88	0.00	6,641.88	46.71
100-115-5180-115	Bldg/Inspection Retirement	9,294.00	1,042.95	5,159.32	4,134.68	0.00	4,134.68	44.49

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
100-115-5190-115	Bldg/Inspection Health Ins.	30,211.00	2,382.88	14,893.00	15,318.00	0.00	15,318.00	50.70
100-115-5210-115	Bldg/Inspection Workers Comp.	8,142.00	0.00	0.00	8,142.00	0.00	8,142.00	100.00
100-115-5360-115	Bldg/Inspection Mem/Train/Trvl	5,000.00	108.00	108.00	4,892.00	0.00	4,892.00	97.84
100-115-5380-115	Bldg/Inspection Uniforms	735.00	0.00	797.91	-62.91	0.00	-62.91	0.00
	E10 Sub Totals:	254,918.00	25,977.14	128,544.30	126,373.70	0.00	126,373.70	49.57
E20	OPERATING COSTS							
100-115-5260-115	Bldg/Inspection Prof. Services	132,980.00	1,982.96	40,892.65	92,087.35	19,983.24	72,104.11	54.22
100-115-5270-115	Credit Card Fees	1,000.00	0.00	270.12	729.88	0.00	729.88	72.99
100-115-5300-115	Bldg/Inspection Ins. & Bonds	199.00	0.00	0.00	199.00	0.00	199.00	100.00
100-115-5330-115	Bldg/Inspection Equip Maint.	1,575.00	24.74	1,108.05	466.95	0.00	466.95	29.65
100-115-5530-115	Bldg/Inspection Fuels	3,675.00	177.02	860.85	2,814.15	0.00	2,814.15	76.58
100-115-5590-115	Bldg/Inspection Gen. Supplies	7,350.00	721.38	4,603.53	2,746.47	0.00	2,746.47	37.37
100-115-5700-115	Development Computer/Software	2,054.00	0.00	892.07	1,161.93	0.00	1,161.93	56.57
	E20 Sub Totals:	148,833.00	2,906.10	48,627.27	100,205.73	19,983.24	80,222.49	53.90
	Expense Sub Totals:	403,751.00	28,883.24	177,171.57	226,579.43	19,983.24	206,596.19	51.17
	Dept 115 Sub Totals:	249,732.00	1,404.99	35,020.50	214,711.50	19,983.24		
Dept 100-118								
R03	INTER-GOVERNMENTAL							
100-118-4200-118	Region M Grant	71,491.00	15,457.72	60,949.51	10,541.49	0.00	10,541.49	14.75
	R03 Sub Totals:	71,491.00	15,457.72	60,949.51	10,541.49	0.00	10,541.49	14.75
R06	REVENUE FROM USE OF ASSET							
100-118-4760-118	Insurance Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-118-4820-118	Sale of Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R07	OTHER INCOME							
100-118-4800-118	Recycle Center Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R07 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R08	SALES REVENUE							
100-118-4420-118	Recycle Center Sales	25,654.00	6,544.42	61,046.22	-35,392.22	0.00	-35,392.22	0.00
	R08 Sub Totals:	25,654.00	6,544.42	61,046.22	-35,392.22	0.00	-35,392.22	0.00
	Revenue Sub Totals:	97,145.00	22,002.14	121,995.73	-24,850.73	0.00	-24,850.73	0.00
E10	PERSONNEL							
100-118-5010-118	Recycle Center Salaries	97,114.00	10,929.13	65,205.46	31,908.54	0.00	31,908.54	32.86
100-118-5020-118	Recycle Center Overtime	1,500.00	0.00	66.99	1,433.01	0.00	1,433.01	95.53

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
100-118-5030-118	Recycle Center Part Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-118-5170-118	Recycle Center Social Sec.	7,544.00	834.01	4,978.35	2,565.65	0.00	2,565.65	34.01
100-118-5180-118	Recycle Center Retirement	4,931.00	546.44	3,263.57	1,667.43	0.00	1,667.43	33.82
100-118-5190-118	Recycle Center Health Ins.	22,659.00	2,085.02	14,595.14	8,063.86	0.00	8,063.86	35.59
100-118-5210-118	Recycle Center Workers Comp	4,320.00	0.00	0.00	4,320.00	0.00	4,320.00	100.00
100-118-5360-118	Recycle Center Memb/Train/Trvl	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-118-5380-118	Recycle Center Uniforms	1,800.00	149.00	929.37	870.63	0.00	870.63	48.37
	E10 Sub Totals:	139,868.00	14,543.60	89,038.88	50,829.12	0.00	50,829.12	36.34
E20	OPERATING COSTS							
100-118-5260-118	Recycle Ctr Professional Svcs	1,284.00	175.62	1,781.08	-497.08	0.00	-497.08	0.00
100-118-5265-118	Shipping/Disposal	5,250.00	90.00	4,976.43	273.57	0.00	273.57	5.21
100-118-5300-118	Recycle Center Ins. & Bonds	2,176.00	0.00	0.00	2,176.00	0.00	2,176.00	100.00
100-118-5320-118	Recycle Center Facility Maint.	2,550.00	0.00	202.08	2,347.92	0.00	2,347.92	92.08
100-118-5330-118	Recycle Center Equipment Maint	2,100.00	1,141.81	1,903.60	196.40	0.00	196.40	9.35
100-118-5530-118	Recycle Center Fuels	1,890.00	-1,279.82	1,135.73	754.27	0.00	754.27	39.91
100-118-5590-118	Recycle Center Gen. Supplies	1,575.00	67.04	548.00	1,027.00	156.64	870.36	55.26
100-118-5700-118	Recycle Comp., Software	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-118-6300-118	Recycle Center Electricity	1,874.00	232.95	1,374.11	499.89	0.00	499.89	26.68
100-118-6310-118	Recycle Center Heating Fuels	2,077.00	68.11	1,274.72	802.28	0.00	802.28	38.63
100-118-6350-118	Recycle Center Phones	5,154.00	89.66	2,609.55	2,544.45	0.00	2,544.45	49.37
	E20 Sub Totals:	25,930.00	585.37	15,805.30	10,124.70	156.64	9,968.06	38.44
	Expense Sub Totals:	165,798.00	15,128.97	104,844.18	60,953.82	156.64	60,797.18	36.67
	Dept 118 Sub Totals:	68,653.00	-6,873.17	-17,151.55	85,804.55	156.64		
Dept 100-120								
R01	TAXES							
100-120-4130-120	Sanitation Enforcement	100,000.00	0.00	89,089.60	10,910.40	0.00	10,910.40	10.91
	R01 Sub Totals:	100,000.00	0.00	89,089.60	10,910.40	0.00	10,910.40	10.91
R02	LICENSES AND PERMITS							
100-120-4080-122	Animal Licenses	500.00	0.00	438.00	62.00	0.00	62.00	12.40
	R02 Sub Totals:	500.00	0.00	438.00	62.00	0.00	62.00	12.40
R03	INTER-GOVERNMENTAL							
100-120-4200-120	Grant Revenue	4,310.00	0.00	0.00	4,310.00	0.00	4,310.00	100.00
100-120-4205-120	MIRMA Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-120-4810-120	School Resource Ofcr	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-120-4810-121	School Resource Ofcr Crowder	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R03 Sub Totals:	4,310.00	0.00	0.00	4,310.00	0.00	4,310.00	100.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
R04	CHARGES FOR SERVICES							
100-120-4840-120	Security Detail Reimburse	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00	100.00
	R04 Sub Totals:	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00	100.00
R05	FINES AND FORFEITURES							
100-120-4600-120	Court Fines	250,000.00	21,702.03	145,671.32	104,328.68	0.00	104,328.68	41.73
100-120-4610-120	Police Training Fees	2,000.00	352.50	2,456.50	-456.50	0.00	-456.50	0.00
100-120-4620-120	C. Victim's Compensation	400.00	65.11	454.68	-54.68	0.00	-54.68	0.00
100-120-4630-120	Recoupment Jail Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-120-4640-120	Recoupment Arrest Fees	3,500.00	95.00	2,851.15	648.85	0.00	648.85	18.54
	R05 Sub Totals:	255,900.00	22,214.64	151,433.65	104,466.35	0.00	104,466.35	40.82
R06	REVENUE FROM USE OF ASSET							
100-120-4760-120	Insurance Proceeds	0.00	0.00	1,094.30	-1,094.30	0.00	-1,094.30	0.00
100-120-4820-120	Police Sale of Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	0.00	0.00	1,094.30	-1,094.30	0.00	-1,094.30	0.00
R07	OTHER INCOME							
100-120-4800-120	Law Enforcement Miscellaneous	2,160.00	15.60	2,527.87	-367.87	0.00	-367.87	0.00
	R07 Sub Totals:	2,160.00	15.60	2,527.87	-367.87	0.00	-367.87	0.00
R87	DONATIONS							
100-120-4990-120	Police Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-120-4992-120	Donated Rewards	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R87 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	366,870.00	22,230.24	244,583.42	122,286.58	0.00	122,286.58	33.33
E10	PERSONNEL							
100-120-5010-120	Police Dept Salaries	1,288,823.00	147,073.62	856,644.75	432,178.25	0.00	432,178.25	33.53
100-120-5020-120	Police Dept Overtime	93,000.00	1,655.00	55,593.72	37,406.28	0.00	37,406.28	40.22
100-120-5030-120	Police Dept Part Time	10,224.00	765.50	9,380.52	843.48	0.00	843.48	8.25
100-120-5070-120	Availability Allowance	2,520.00	180.00	1,342.50	1,177.50	0.00	1,177.50	46.73
100-120-5170-120	Police Dept Social Security	106,492.00	11,001.26	67,021.99	39,470.01	0.00	39,470.01	37.06
100-120-5180-120	Police Dept Retirement	105,019.00	9,237.74	58,553.14	46,465.86	0.00	46,465.86	44.25
100-120-5190-120	Police Dept Health Insurance	188,817.00	15,683.06	121,581.22	67,235.78	0.00	67,235.78	35.61
100-120-5210-120	Police Dept Workers Comp.	60,972.00	0.00	0.00	60,972.00	0.00	60,972.00	100.00
100-120-5360-120	Police Dept Member/Train/Trvl	21,355.00	1,769.30	10,713.79	10,641.21	0.00	10,641.21	49.83
100-120-5361-120	AcademyTraining	17,000.00	0.00	-4,950.00	21,950.00	0.00	21,950.00	129.12
100-120-5380-120	Police Dept Uniforms	19,950.00	413.86	8,338.93	11,611.07	0.00	11,611.07	58.20
	E10 Sub Totals:	1,914,172.00	187,779.34	1,184,220.56	729,951.44	0.00	729,951.44	38.13
E20	OPERATING COSTS							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
100-120-5260-120	Police Dept Prof. Services	562,675.00	4,149.28	43,659.98	519,015.02	0.00	519,015.02	92.24
100-120-5300-120	Police Dept Insurance & Bonds	13,748.00	0.00	0.00	13,748.00	0.00	13,748.00	100.00
100-120-5320-120	Police Dept Facility Maint.	7,350.00	31.34	232.07	7,117.93	0.00	7,117.93	96.84
100-120-5330-120	Police Dept Equipment Maint	31,500.00	5,179.64	21,076.84	10,423.16	0.00	10,423.16	33.09
100-120-5363-120	TSMCS Account	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	100.00
100-120-5420-120	Police Care of Prisoners	40,000.00	4,240.00	20,140.00	19,860.00	0.00	19,860.00	49.65
100-120-5500-120	Investigation Account	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-120-5530-120	Police Dept Fuels/Lubricants	70,000.00	5,173.04	34,078.91	35,921.09	0.00	35,921.09	51.32
100-120-5540-120	Police Dept Chemicals	263.00	0.00	0.00	263.00	0.00	263.00	100.00
100-120-5590-120	Police Dept General Supplies	11,550.00	130.31	4,896.86	6,653.14	0.00	6,653.14	57.60
100-120-5590-122	ACO General Supplies	15,750.00	342.80	4,471.50	11,278.50	0.00	11,278.50	71.61
100-120-5700-120	Police Dept Comp., Software	17,766.00	0.00	843.99	16,922.01	0.00	16,922.01	95.25
100-120-5780-120	Law Enforcement Vehicles	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-120-6300-120	Police Dept Electricity	15,013.00	891.33	7,145.50	7,867.50	0.00	7,867.50	52.40
100-120-6350-120	Police Dept Phones	15,120.00	770.56	9,028.29	6,091.71	0.00	6,091.71	40.29
100-120-6390-120	Police Dept Minor Equipment	57,098.00	0.00	47,829.44	9,268.56	0.00	9,268.56	16.23
	E20 Sub Totals:	859,833.00	20,908.30	193,403.38	666,429.62	0.00	666,429.62	77.51
E30	CAPITAL OUTLAY							
100-120-6380-120	Lease Purchase Payments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E30 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	2,774,005.00	208,687.64	1,377,623.94	1,396,381.06	0.00	1,396,381.06	50.34
	Dept 120 Sub Totals:	2,407,135.00	186,457.40	1,133,040.52	1,274,094.48	0.00		
Dept 100-125								
R05	FINES AND FORFEITURES							
100-125-4590-125	Court Costs	16,000.00	1,925.81	13,495.71	2,504.29	0.00	2,504.29	15.65
100-125-4611-125	Court Clerk Training Fees	1,400.00	174.07	1,182.77	217.23	0.00	217.23	15.52
	R05 Sub Totals:	17,400.00	2,099.88	14,678.48	2,721.52	0.00	2,721.52	15.64
	Revenue Sub Totals:	17,400.00	2,099.88	14,678.48	2,721.52	0.00	2,721.52	15.64
E10	PERSONNEL							
100-125-5010-125	Municipal Court Salaries	106,746.00	12,132.89	72,669.58	34,076.42	0.00	34,076.42	31.92
100-125-5020-125	Municipal Court Overtime	1,800.00	183.85	1,070.91	729.09	0.00	729.09	40.51
100-125-5170-125	Municipal Court Social Secur.	8,304.00	871.65	4,921.40	3,382.60	0.00	3,382.60	40.73
100-125-5180-125	Municipal Court Retirement	5,428.00	615.84	3,687.03	1,740.97	0.00	1,740.97	32.07
100-125-5190-125	Municipal Court Health Ins.	22,659.00	1,889.10	15,520.56	7,138.44	0.00	7,138.44	31.50
100-125-5210-125	Municipal Court Workers Comp.	4,755.00	0.00	0.00	4,755.00	0.00	4,755.00	100.00
100-125-5360-125	Municipal Court Mem/Train/Trvl	2,500.00	0.00	1,416.50	1,083.50	0.00	1,083.50	43.34

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	E10 Sub Totals:	152,192.00	15,693.33	99,285.98	52,906.02	0.00	52,906.02	34.76
E20	OPERATING COSTS							
100-125-5260-125	Municipal Court Prof. Services	3,850.00	393.12	3,898.68	-48.68	0.00	-48.68	0.00
100-125-5261-125	Court Appointed Expenses	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
100-125-5263-125	Domestic Violence Expense	3,600.00	350.00	2,109.00	1,491.00	0.00	1,491.00	41.42
100-125-5330-125	Municipal Court Equip. Maint.	500.00	0.00	0.00	500.00	0.00	500.00	100.00
100-125-5590-125	Municipal Court Gen Supplies	2,730.00	0.00	1,408.55	1,321.45	0.00	1,321.45	48.40
100-125-5700-125	Municipal Court Comp., Softwre	1,454.00	0.00	292.24	1,161.76	0.00	1,161.76	79.90
100-125-6350-125	Municipal Court Phones	1,260.00	0.00	723.78	536.22	0.00	536.22	42.56
	E20 Sub Totals:	14,394.00	743.12	8,432.25	5,961.75	0.00	5,961.75	41.42
	Expense Sub Totals:	166,586.00	16,436.45	107,718.23	58,867.77	0.00	58,867.77	35.34
	Dept 125 Sub Totals:	149,186.00	14,336.57	93,039.75	56,146.25	0.00		
Dept 100-141								
R06	REVENUE FROM USE OF ASSET							
100-141-4820-141	Sale of IT Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E10	PERSONNEL							
100-141-5010-141	IT Salaries	32,754.00	3,763.44	22,384.73	10,369.27	0.00	10,369.27	31.66
100-141-5020-141	IT Overtime	200.00	15.75	285.18	-85.18	0.00	-85.18	0.00
100-141-5070-141	Availability Allowance	360.00	30.00	240.00	120.00	0.00	120.00	33.33
100-141-5170-141	IT Social Security	2,521.00	289.29	1,735.70	785.30	0.00	785.30	31.15
100-141-5180-141	IT Retirement	1,648.00	190.47	1,146.92	501.08	0.00	501.08	30.41
100-141-5190-141	IT Health Insurance	7,553.00	595.72	4,765.76	2,787.24	0.00	2,787.24	36.90
100-141-5210-141	IT Workers Compensation	1,444.00	0.00	0.00	1,444.00	0.00	1,444.00	100.00
100-141-5360-141	IT Membership/Training/Travel	1,500.00	0.00	0.00	1,500.00	0.00	1,500.00	100.00
	E10 Sub Totals:	47,980.00	4,884.67	30,558.29	17,421.71	0.00	17,421.71	36.31
E20	OPERATING COSTS							
100-141-5260-141	IT Professional Services	53,058.00	579.67	9,411.77	43,646.23	0.00	43,646.23	82.26
100-141-5590-141	IT General Supplies	260.00	0.00	0.00	260.00	0.00	260.00	100.00
100-141-5700-141	IT Computers, Software, Etc.	2,840.00	0.00	591.15	2,248.85	0.00	2,248.85	79.18
	E20 Sub Totals:	56,158.00	579.67	10,002.92	46,155.08	0.00	46,155.08	82.19
	Expense Sub Totals:	104,138.00	5,464.34	40,561.21	63,576.79	0.00	63,576.79	61.05

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Dept 141 Sub Totals:	104,138.00	5,464.34	40,561.21	63,576.79	0.00		
Dept 100-143								
E20	OPERATING COSTS							
100-143-5530-143	Fleet Mtce Fuels	3,150.00	364.29	1,098.01	2,051.99	0.00	2,051.99	65.14
100-143-5590-143	Fleet Maint. General Supplies	2,100.00	0.00	213.91	1,886.09	0.00	1,886.09	89.81
100-143-6390-143	Fleet Mtce Minor Equipment	3,150.00	46.75	2,891.61	258.39	0.00	258.39	8.20
	E20 Sub Totals:	8,400.00	411.04	4,203.53	4,196.47	0.00	4,196.47	49.96
	Expense Sub Totals:	8,400.00	411.04	4,203.53	4,196.47	0.00	4,196.47	49.96
	Dept 143 Sub Totals:	8,400.00	411.04	4,203.53	4,196.47	0.00		
Dept 100-144								
E20	OPERATING COSTS							
100-144-5260-144	Emergency Mgmt Prof. Services	13,521.00	0.00	13,521.00	0.00	0.00	0.00	0.00
100-144-5300-144	Emergency Mgmt Ins. & Bonds	3,300.00	0.00	0.00	3,300.00	0.00	3,300.00	100.00
100-144-5330-144	Emergency Mgmt Equip. Mtce	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-144-6300-144	Emergency Mgmt Electricity	3,226.00	186.72	1,687.21	1,538.79	0.00	1,538.79	47.70
	E20 Sub Totals:	20,047.00	186.72	15,208.21	4,838.79	0.00	4,838.79	24.14
	Expense Sub Totals:	20,047.00	186.72	15,208.21	4,838.79	0.00	4,838.79	24.14
	Dept 144 Sub Totals:	20,047.00	186.72	15,208.21	4,838.79	0.00		
Dept 100-145								
E10	PERSONNEL							
100-145-5010-145	Human Resources Salaries	62,368.00	6,850.14	41,034.31	21,333.69	0.00	21,333.69	34.21
100-145-5170-145	Human Resources Social Secur.	4,542.00	487.84	2,849.55	1,692.45	0.00	1,692.45	37.26
100-145-5180-145	Human Resources Retirement	2,969.00	342.51	2,051.73	917.27	0.00	917.27	30.89
100-145-5190-145	Human Resources Health Ins.	7,553.00	672.18	5,377.44	2,175.56	0.00	2,175.56	28.80
100-145-5210-145	Human Resources Workers Comp.	2,601.00	0.00	0.00	2,601.00	0.00	2,601.00	100.00
100-145-5360-145	Human Resources Mem/Train/Trvl	4,250.00	0.00	1,806.92	2,443.08	0.00	2,443.08	57.48
	E10 Sub Totals:	84,283.00	8,352.67	53,119.95	31,163.05	0.00	31,163.05	36.97
E20	OPERATING COSTS							
100-145-5260-145	Human Resources Prof. Services	3,935.00	260.62	2,189.96	1,745.04	0.00	1,745.04	44.35
100-145-5590-145	Human Resources GenSupplies	5,800.00	0.00	2,042.88	3,757.12	0.00	3,757.12	64.78
100-145-5700-145	HR Computer/Software	6,400.00	0.00	796.15	5,603.85	0.00	5,603.85	87.56
	E20 Sub Totals:	16,135.00	260.62	5,028.99	11,106.01	0.00	11,106.01	68.83
	Expense Sub Totals:	100,418.00	8,613.29	58,148.94	42,269.06	0.00	42,269.06	42.09

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Dept 145 Sub Totals:	100,418.00	8,613.29	58,148.94	42,269.06	0.00		
Dept 100-160								
R03	INTER-GOVERNMENTAL							
100-160-4200-160	Grant Revenue	572,946.00	0.00	32,000.00	540,946.00	0.00	540,946.00	94.41
100-160-4201-160	Grant Revenue -CARES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R03 Sub Totals:	572,946.00	0.00	32,000.00	540,946.00	0.00	540,946.00	94.41
R06	REVENUE FROM USE OF ASSET							
100-160-4400-160	Land Lease at Airport	22,000.00	2,000.00	15,471.54	6,528.46	0.00	6,528.46	29.67
100-160-4410-160	Airport Land Lease - City	9,700.00	808.34	6,466.72	3,233.28	0.00	3,233.28	33.33
100-160-4500-160	Airport Hangar Rentals	60,120.00	3,800.00	38,734.98	21,385.02	0.00	21,385.02	35.57
100-160-4505-160	Airport Room Rental	0.00	0.00	116.67	-116.67	0.00	-116.67	0.00
100-160-4820-160	Airport Sale of Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	91,820.00	6,608.34	60,789.91	31,030.09	0.00	31,030.09	33.79
R07	OTHER INCOME							
100-160-4800-160	Miscellaneous Income	0.00	2.00	2.00	-2.00	0.00	-2.00	0.00
	R07 Sub Totals:	0.00	2.00	2.00	-2.00	0.00	-2.00	0.00
R08	SALES REVENUE							
100-160-4540-160	Sale of Jet Fuel	70,000.00	3,068.62	16,322.14	53,677.86	0.00	53,677.86	76.68
100-160-4550-160	Sale of Aviation Gas	85,000.00	2,674.79	42,791.20	42,208.80	0.00	42,208.80	49.66
100-160-4560-160	Sale of Pilot Supplies	500.00	2.00	376.75	123.25	0.00	123.25	24.65
	R08 Sub Totals:	155,500.00	5,745.41	59,490.09	96,009.91	0.00	96,009.91	61.74
	Revenue Sub Totals:	820,266.00	12,355.75	152,282.00	667,984.00	0.00	667,984.00	81.44
E10	PERSONNEL							
100-160-5010-160	Airport Salaries	39,772.00	4,589.01	27,444.15	12,327.85	0.00	12,327.85	31.00
100-160-5020-160	Airport Overtime	900.00	35.85	236.62	663.38	0.00	663.38	73.71
100-160-5030-160	Airport Part Time	28,704.00	3,003.48	17,799.51	10,904.49	0.00	10,904.49	37.99
100-160-5070-160	Availability Allowance	360.00	30.00	240.00	120.00	0.00	120.00	33.33
100-160-5170-160	Airport Social Security	5,308.00	585.85	3,497.54	1,810.46	0.00	1,810.46	34.11
100-160-5180-160	Airport Retirement	2,034.00	232.74	1,397.21	636.79	0.00	636.79	31.31
100-160-5190-160	Airport Health Insurance	7,553.00	595.72	4,755.09	2,797.91	0.00	2,797.91	37.04
100-160-5210-160	Airport Workers Compensation	3,039.00	0.00	0.00	3,039.00	0.00	3,039.00	100.00
100-160-5360-160	Membership/Training/Travel	525.00	0.00	0.00	525.00	0.00	525.00	100.00
100-160-5380-160	Airport Uniforms	828.00	0.00	109.97	718.03	0.00	718.03	86.72
	E10 Sub Totals:	89,023.00	9,072.65	55,480.09	33,542.91	0.00	33,542.91	37.68
E20	OPERATING COSTS							
100-160-5260-160	Airport Professional Services	10,410.00	1,880.62	7,863.58	2,546.42	0.00	2,546.42	24.46

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
100-160-5300-160	Airport Insurance & Bonds	19,467.00	0.00	200.00	19,267.00	0.00	19,267.00	98.97
100-160-5320-160	Airport Facility Maintenance	5,250.00	79.01	15,500.93	-10,250.93	0.00	-10,250.93	0.00
100-160-5330-160	Airport Equipment Maintenance	9,410.00	870.56	18,534.81	-9,124.81	0.00	-9,124.81	0.00
100-160-5460-160	Cost of Av Gas Sold	74,550.00	2,896.92	45,621.09	28,928.91	0.00	28,928.91	38.80
100-160-5470-160	Cost of Jet Fuel Sold	60,900.00	3,207.95	16,769.78	44,130.22	0.00	44,130.22	72.46
100-160-5480-160	Cost of Pilot Supplies	735.00	0.00	549.86	185.14	0.00	185.14	25.19
100-160-5530-160	Airport Fuels/Lubricants	2,100.00	178.17	908.63	1,191.37	0.00	1,191.37	56.73
100-160-5590-160	Airport General Supplies	4,200.00	8.63	943.64	3,256.36	0.00	3,256.36	77.53
100-160-5700-160	Airport Computer/Software	615.00	0.00	208.27	406.73	0.00	406.73	66.13
100-160-6300-160	Airport Electricity	14,231.00	1,118.85	8,459.24	5,771.76	0.00	5,771.76	40.56
100-160-6350-160	Airport Phones	5,544.00	134.49	2,856.90	2,687.10	0.00	2,687.10	48.47
	E20 Sub Totals:	207,412.00	10,375.20	118,416.73	88,995.27	0.00	88,995.27	42.91
	Expense Sub Totals:	296,435.00	19,447.85	173,896.82	122,538.18	0.00	122,538.18	41.34
	Dept 160 Sub Totals:	-523,831.00	7,092.10	21,614.82	-545,445.82	0.00		
Dept 100-199								
R01	TAXES							
100-199-4031-199	Public Safety Tax	1,546,225.00	137,650.78	1,076,981.31	469,243.69	0.00	469,243.69	30.35
	R01 Sub Totals:	1,546,225.00	137,650.78	1,076,981.31	469,243.69	0.00	469,243.69	30.35
R06	REVENUE FROM USE OF ASSET							
100-199-4700-199	Public Safety Interest Earned	1,000.00	5,131.93	36,024.84	-35,024.84	0.00	-35,024.84	0.00
	R06 Sub Totals:	1,000.00	5,131.93	36,024.84	-35,024.84	0.00	-35,024.84	0.00
	Revenue Sub Totals:	1,547,225.00	142,782.71	1,113,006.15	434,218.85	0.00	434,218.85	28.06
	Dept 199 Sub Totals:	-1,547,225.00	-142,782.71	-1,113,006.15	-434,218.85	0.00		
Dept 100-204	I.O.O.F. Cemetery							
R04	CHARGES FOR SERVICES							
100-204-4420-204	Plot Sales	20,000.00	1,300.00	6,500.00	13,500.00	0.00	13,500.00	67.50
100-204-4524-204	Burial Fees	28,000.00	900.00	16,200.00	11,800.00	0.00	11,800.00	42.14
	R04 Sub Totals:	48,000.00	2,200.00	22,700.00	25,300.00	0.00	25,300.00	52.71
R06	REVENUE FROM USE OF ASSET							
100-204-4700-204	Interest Earned	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R07	OTHER INCOME							
100-204-4800-204	Cemetery Miscellaneous Revenue	0.00	54.00	758.00	-758.00	0.00	-758.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	R07 Sub Totals:	0.00	54.00	758.00	-758.00	0.00	-758.00	0.00
R87	DONATIONS							
100-204-4990-204	Cemetery Donations	3,500.00	2,475.00	2,575.00	925.00	0.00	925.00	26.43
	R87 Sub Totals:	3,500.00	2,475.00	2,575.00	925.00	0.00	925.00	26.43
	Revenue Sub Totals:	51,500.00	4,729.00	26,033.00	25,467.00	0.00	25,467.00	49.45
E10	PERSONNEL							
100-204-5010-204	Cemetery Salaries	10,000.00	1,188.66	7,218.83	2,781.17	0.00	2,781.17	27.81
100-204-5020-204	Cemetery Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-204-5030-204	IOOF Part Time	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-204-5070-204	Availability Allowance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
100-204-5170-204	IOOF Social Security	765.00	86.19	502.37	262.63	0.00	262.63	34.33
100-204-5180-204	IOOF Retirement	500.00	59.43	360.93	139.07	0.00	139.07	27.81
100-204-5190-204	IOOF HEalth Insurance	1,511.00	107.56	898.37	612.63	0.00	612.63	40.54
100-204-5210-204	IOOF Workers Compensation	438.00	0.00	0.00	438.00	0.00	438.00	100.00
	E10 Sub Totals:	13,214.00	1,441.84	8,980.50	4,233.50	0.00	4,233.50	32.04
E20	OPERATING COSTS							
100-204-5260-204	I.O.O.F. Professional Services	110,035.00	13,554.00	63,602.20	46,432.80	36,000.00	10,432.80	9.48
100-204-5262-204	I.O.O.F. Burial Costs	21,000.00	700.00	12,880.00	8,120.00	0.00	8,120.00	38.67
100-204-5300-204	Cemetery Insurance & Bonds	1,017.00	0.00	0.00	1,017.00	0.00	1,017.00	100.00
100-204-5320-204	Cemetery Facility Maintenance	4,526.00	0.00	-8.64	4,534.64	0.00	4,534.64	100.19
100-204-5325-204	Grounds Maintenance	10,600.00	90.00	278.53	10,321.47	0.00	10,321.47	97.37
100-204-5330-204	Cemetery Equipment Maintenance	1,250.00	0.00	0.00	1,250.00	0.00	1,250.00	100.00
100-204-5530-204	Cemetery Fuels/Lubricants	420.00	0.00	0.00	420.00	0.00	420.00	100.00
100-204-5590-204	General Supplies	725.00	0.00	51.98	673.02	0.00	673.02	92.83
100-204-6300-204	I.O.O.F. Electricity Costs	571.00	0.00	207.45	363.55	0.00	363.55	63.67
	E20 Sub Totals:	150,144.00	14,344.00	77,011.52	73,132.48	36,000.00	37,132.48	24.73
	Expense Sub Totals:	163,358.00	15,785.84	85,992.02	77,365.98	36,000.00	41,365.98	25.32
	Dept 204 Sub Totals:	111,858.00	11,056.84	59,959.02	51,898.98	36,000.00		
Dept 100-999	City Hall							
E10	PERSONNEL							
100-999-5200-112	Unemployment Compensation	8,000.00	0.00	5,898.00	2,102.00	0.00	2,102.00	26.28
	E10 Sub Totals:	8,000.00	0.00	5,898.00	2,102.00	0.00	2,102.00	26.28
E20	OPERATING COSTS							
100-999-5320-112	City Hall Facility Maintenance	15,000.00	14.51	3,486.19	11,513.81	0.00	11,513.81	76.76
100-999-6300-112	City Hall Electricity	18,156.01	935.35	6,515.24	11,640.77	0.00	11,640.77	64.12

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
100-999-6310-112	City Hall Heating Fuels	4,699.00	319.20	6,244.46	-1,545.46	0.00	-1,545.46	0.00
100-999-6350-112	City Hall Phones	23,310.00	824.07	12,913.38	10,396.62	0.00	10,396.62	44.60
	E20 Sub Totals:	61,165.01	2,093.13	29,159.27	32,005.74	0.00	32,005.74	52.33
E30	CAPITAL OUTLAY							
100-999-5790-112	City Hall Capital	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E30 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	69,165.01	2,093.13	35,057.27	34,107.74	0.00	34,107.74	49.31
	Dept 999 Sub Totals:	69,165.01	2,093.13	35,057.27	34,107.74	0.00		
	Fund Revenue Sub Totals:	9,134,382.00	704,726.51	6,507,329.90	2,627,052.10	0.00	2,627,052.10	28.76
	Fund Expense Sub Totals:	10,834,380.01	590,854.80	5,377,855.75	5,456,524.26	57,639.88	5,398,884.38	49.83
	Fund 100 Sub Totals:	1,699,998.01	-113,871.71	-1,129,474.15	2,829,472.16	57,639.88		
Fund 120	Police Grants							
Dept 120-000	Non-Departmental							
R90	TRANSFERS IN							
120-000-3324-000	Transfer from Police Dept	2,310.00	0.00	0.00	2,310.00	0.00	2,310.00	100.00
120-000-3326-000	Trasnfer from Dare	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R90 Sub Totals:	2,310.00	0.00	0.00	2,310.00	0.00	2,310.00	100.00
	Revenue Sub Totals:	2,310.00	0.00	0.00	2,310.00	0.00	2,310.00	100.00
	Dept 000 Sub Totals:	-2,310.00	0.00	0.00	-2,310.00	0.00		
Dept 120-128	DWI Grant							
R03	INTER-GOVERNMENTAL							
120-128-4240-120	DWI Grant Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R03 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E10	PERSONNEL							
120-128-5020-120	DWI Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E10 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E20	OPERATING COSTS							
120-128-5590-120	DWI Grant General Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	E20 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 128 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Dept 120-129	HMV Grant							
R03	INTER-GOVERNMENTAL							
120-129-4230-120	HMV Grant Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R03 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E10	PERSONNEL							
120-129-5020-120	HMV Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120-129-5360-120	HMV Grant Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E10 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E20	OPERATING COSTS							
120-129-5590-120	HMV Grant General Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E20 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 129 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Dept 120-131	DOJ Grant							
R03	INTER-GOVERNMENTAL							
120-131-4220-120	Justice Dept Vest Grant	2,310.00	0.00	0.00	2,310.00	0.00	2,310.00	100.00
120-131-4250-120	LLEBG Grant Revenue	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
	R03 Sub Totals:	12,310.00	0.00	0.00	12,310.00	0.00	12,310.00	100.00
	Revenue Sub Totals:	12,310.00	0.00	0.00	12,310.00	0.00	12,310.00	100.00
E10	PERSONNEL							
120-131-5380-120	Police Dept Uniforms-Vests	4,620.00	0.00	4,619.93	0.07	0.00	0.07	0.00
	E10 Sub Totals:	4,620.00	0.00	4,619.93	0.07	0.00	0.07	0.00
E30	CAPITAL OUTLAY							
120-131-5790-120	LLEBG-Law Enf Safety Prog	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
	E30 Sub Totals:	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Expense Sub Totals:	14,620.00	0.00	4,619.93	10,000.07	0.00	10,000.07	68.40
	Dept 131 Sub Totals:	2,310.00	0.00	4,619.93	-2,309.93	0.00		
	Fund Revenue Sub Totals:	14,620.00	0.00	0.00	14,620.00	0.00	14,620.00	100.00
	Fund Expense Sub Totals:	14,620.00	0.00	4,619.93	10,000.07	0.00	10,000.07	68.40
	Fund 120 Sub Totals:	0.00	0.00	4,619.93	-4,619.93	0.00		
Fund 124	Shop With a Cop							
Dept 124-120								
R87	DONATIONS							
124-120-4990-126	Halloween Bash	0.00	0.00	136.07	-136.07	0.00	-136.07	0.00
	R87 Sub Totals:	0.00	0.00	136.07	-136.07	0.00	-136.07	0.00
	Revenue Sub Totals:	0.00	0.00	136.07	-136.07	0.00	-136.07	0.00
E20	OPERATING COSTS							
124-120-6430-126	Halloween Bash Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E20 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 120 Sub Totals:	0.00	0.00	-136.07	136.07	0.00		
Dept 124-124								
R06	REVENUE FROM USE OF ASSET							
124-124-4700-124	Interest Earned-Shop w/a Cop	10.00	3.98	66.81	-56.81	0.00	-56.81	0.00
	R06 Sub Totals:	10.00	3.98	66.81	-56.81	0.00	-56.81	0.00
R87	DONATIONS							
124-124-4830-124	Shop With A Cop	17,080.00	0.00	14,497.62	2,582.38	0.00	2,582.38	15.12
	R87 Sub Totals:	17,080.00	0.00	14,497.62	2,582.38	0.00	2,582.38	15.12
	Revenue Sub Totals:	17,090.00	3.98	14,564.43	2,525.57	0.00	2,525.57	14.78
E20	OPERATING COSTS							
124-124-6440-124	Shop With A Cop Expenses	17,068.00	0.00	17,067.09	0.91	0.00	0.91	0.01
	E20 Sub Totals:	17,068.00	0.00	17,067.09	0.91	0.00	0.91	0.01

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Expense Sub Totals:	17,068.00	0.00	17,067.09	0.91	0.00	0.91	0.01
	Dept 124 Sub Totals:	-22.00	-3.98	2,502.66	-2,524.66	0.00		
	Fund Revenue Sub Totals:	17,090.00	3.98	14,700.50	2,389.50	0.00	2,389.50	13.98
	Fund Expense Sub Totals:	17,068.00	0.00	17,067.09	0.91	0.00	0.91	0.01
	Fund 124 Sub Totals:	-22.00	-3.98	2,366.59	-2,388.59	0.00		
Fund 126	D.A.R.E Program							
Dept 126-000								
E90	TRANSFERS OUT							
126-000-3205-120	Trasnfer to Police	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E90 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 000 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Dept 126-126								
R06	REVENUE FROM USE OF ASSET							
126-126-4700-126	D.A.R.E Interest Earned	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R87	DONATIONS							
126-126-4990-126	D.A.R.E Program Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R87 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E20	OPERATING COSTS							
126-126-6430-126	D.A.R.E Program Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E20 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 126 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund 126 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Fund 130	Fire Sales Tax							
Dept 130-000	Non-Departmental							
R90	TRANSFERS IN							
130-000-3305-000	Transfer fm Public Safety Fund	753,748.00	62,813.00	502,504.00	251,244.00	0.00	251,244.00	33.33
130-000-3330-000	Transfer fm General	714,751.00	59,563.00	476,504.00	238,247.00	0.00	238,247.00	33.33
	R90 Sub Totals:	1,468,499.00	122,376.00	979,008.00	489,491.00	0.00	489,491.00	33.33
	Revenue Sub Totals:	1,468,499.00	122,376.00	979,008.00	489,491.00	0.00	489,491.00	33.33
E90	TRANSFERS OUT							
130-000-3200-000	Sales Tax to TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
130-000-3285-000	Trns to Capital Improvement	640,345.00	3,722.72	279,470.09	360,874.91	0.00	360,874.91	56.36
	E90 Sub Totals:	640,345.00	3,722.72	279,470.09	360,874.91	0.00	360,874.91	56.36
	Expense Sub Totals:	640,345.00	3,722.72	279,470.09	360,874.91	0.00	360,874.91	56.36
	Dept 000 Sub Totals:	-828,154.00	-118,653.28	-699,537.91	-128,616.09	0.00		
Dept 130-130								
R01	TAXES							
130-130-4030-130	Fire Department Sales Tax	678,809.00	68,838.88	540,617.59	138,191.41	0.00	138,191.41	20.36
	R01 Sub Totals:	678,809.00	68,838.88	540,617.59	138,191.41	0.00	138,191.41	20.36
R02	LICENSES AND PERMITS							
130-130-4150-130	Fire Department Fees	300.00	60.00	320.00	-20.00	0.00	-20.00	0.00
	R02 Sub Totals:	300.00	60.00	320.00	-20.00	0.00	-20.00	0.00
R03	INTER-GOVERNMENTAL							
130-130-4200-130	Grant Revenues	105,000.00	0.00	94,884.86	10,115.14	0.00	10,115.14	9.63
130-130-4850-130	Contract: Fire District	125,864.00	0.00	130,000.00	-4,136.00	0.00	-4,136.00	0.00
	R03 Sub Totals:	230,864.00	0.00	224,884.86	5,979.14	0.00	5,979.14	2.59
R06	REVENUE FROM USE OF ASSET							
130-130-4700-130	Fire Dept Interest Earned	0.00	1,829.36	10,612.60	-10,612.60	0.00	-10,612.60	0.00
130-130-4760-130	Insurance Proceeds	0.00	0.00	10,456.11	-10,456.11	0.00	-10,456.11	0.00
130-130-4820-130	Fire Sale of Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	0.00	1,829.36	21,068.71	-21,068.71	0.00	-21,068.71	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
R07	OTHER INCOME							
130-130-4800-130	Fire Department Miscellaneous	0.00	30.00	90.00	-90.00	0.00	-90.00	0.00
	R07 Sub Totals:	0.00	30.00	90.00	-90.00	0.00	-90.00	0.00
R87	DONATIONS							
130-130-4990-130	Donations - Fire Dept.	0.00	0.00	70.00	-70.00	0.00	-70.00	0.00
	R87 Sub Totals:	0.00	0.00	70.00	-70.00	0.00	-70.00	0.00
	Revenue Sub Totals:	909,973.00	70,758.24	787,051.16	122,921.84	0.00	122,921.84	13.51
E10	PERSONNEL							
130-130-5010-130	Fire Dept Salaries	1,229,372.00	132,847.37	816,925.16	412,446.84	0.00	412,446.84	33.55
130-130-5020-130	Fire Dept Overtime	134,000.00	8,917.35	111,901.32	22,098.68	0.00	22,098.68	16.49
130-130-5030-130	Fire Dept Part Time	3,500.00	194.50	432.60	3,067.40	0.00	3,067.40	87.64
130-130-5070-130	Availability Allowance	1,800.00	120.00	1,035.00	765.00	0.00	765.00	42.50
130-130-5170-130	Fire Dept Social Security	104,528.00	10,558.30	69,034.67	35,493.33	0.00	35,493.33	33.96
130-130-5180-130	Fire Dept Retirement	111,797.00	10,997.38	72,043.83	39,753.17	0.00	39,753.17	35.56
130-130-5190-130	Fire Dept Health Insurance	203,923.00	14,413.89	117,520.60	86,402.40	0.00	86,402.40	42.37
130-130-5210-130	Fire Dept Workers Compensation	59,848.00	0.00	0.00	59,848.00	0.00	59,848.00	100.00
130-130-5230-130	Physicals	1,500.00	0.00	147.60	1,352.40	0.00	1,352.40	90.16
130-130-5360-130	Fire Dept Member/Train/Trvl	7,990.00	1,250.00	1,954.35	6,035.65	0.00	6,035.65	75.54
130-130-5361-130	Fire Academy Training	2,400.00	0.00	0.00	2,400.00	0.00	2,400.00	100.00
130-130-5380-130	Fire Dept Uniforms	1,100.00	0.00	0.00	1,100.00	0.00	1,100.00	100.00
	E10 Sub Totals:	1,861,758.00	179,298.79	1,190,995.13	670,762.87	0.00	670,762.87	36.03
E20	OPERATING COSTS							
130-130-5260-130	Fire Dept Prof. Services	52,336.00	1,819.62	29,018.50	23,317.50	0.00	23,317.50	44.55
130-130-5300-130	Fire Dept Insurance and Bonds	35,112.00	0.00	2,938.00	32,174.00	0.00	32,174.00	91.63
130-130-5320-130	Fire Dept Facility Maintenance	15,500.00	927.20	3,691.53	11,808.47	0.00	11,808.47	76.18
130-130-5330-130	Fire Dept Equipment Maint.	39,242.00	8,557.17	61,214.08	-21,972.08	0.00	-21,972.08	0.00
130-130-5530-130	Fire Dept Fuels/Lubricants	15,750.00	1,603.72	11,742.12	4,007.88	0.00	4,007.88	25.45
130-130-5540-130	Fire Dept Chemicals	525.00	0.00	419.30	105.70	0.00	105.70	20.13
130-130-5590-130	Fire Dept General Supplies	9,500.00	405.99	4,966.08	4,533.92	0.00	4,533.92	47.73
130-130-5700-130	Fire Dept Comp., Software	11,724.00	0.00	496.15	11,227.85	0.00	11,227.85	95.77
130-130-6300-130	Fire Dept Electricity	15,430.00	395.84	7,419.85	8,010.15	0.00	8,010.15	51.91
130-130-6310-130	Fire Dept Heating Fuels	8,400.00	473.95	6,477.10	1,922.90	0.00	1,922.90	22.89
130-130-6350-130	Fire Dept Phones	18,900.00	1,656.09	12,482.94	6,417.06	0.00	6,417.06	33.95
130-130-6390-130	Fire Dept. Minor Equipment	33,895.00	3,033.55	4,676.86	29,218.14	0.00	29,218.14	86.20
	E20 Sub Totals:	256,314.00	18,873.13	145,542.51	110,771.49	0.00	110,771.49	43.22
E30	CAPITAL OUTLAY							
130-130-6380-130	Lease Purchase Payments	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	E30 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	2,118,072.00	198,171.92	1,336,537.64	781,534.36	0.00	781,534.36	36.90
	Dept 130 Sub Totals:	1,208,099.00	127,413.68	549,486.48	658,612.52	0.00		
	Fund Revenue Sub Totals:	2,378,472.00	193,134.24	1,766,059.16	612,412.84	0.00	612,412.84	25.75
	Fund Expense Sub Totals:	2,758,417.00	201,894.64	1,616,007.73	1,142,409.27	0.00	1,142,409.27	41.42
	Fund 130 Sub Totals:	379,945.00	8,760.40	-150,051.43	529,996.43	0.00		
Fund 170	Drainage Sales Tax							
Dept 170-000	Non-Departmental							
R90	TRANSFERS IN							
170-000-3306-000	Transfer fm ARPA	1,129,114.00	0.00	0.00	1,129,114.00	0.00	1,129,114.00	100.00
	R90 Sub Totals:	1,129,114.00	0.00	0.00	1,129,114.00	0.00	1,129,114.00	100.00
	Revenue Sub Totals:	1,129,114.00	0.00	0.00	1,129,114.00	0.00	1,129,114.00	100.00
E90	TRANSFERS OUT							
170-000-3200-000	Sales Tax to TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
170-000-3243-000	Transfer to Parks Capital Imp	0.00	0.00	0.00	0.00	0.00	0.00	0.00
170-000-3285-000	Trns to Capital Improvement	9,284,114.00	85,617.49	1,388,906.84	7,895,207.16	0.00	7,895,207.16	85.04
	E90 Sub Totals:	9,284,114.00	85,617.49	1,388,906.84	7,895,207.16	0.00	7,895,207.16	85.04
	Expense Sub Totals:	9,284,114.00	85,617.49	1,388,906.84	7,895,207.16	0.00	7,895,207.16	85.04
	Dept 000 Sub Totals:	8,155,000.00	85,617.49	1,388,906.84	6,766,093.16	0.00		
Dept 170-990								
R01	TAXES							
170-990-4030-990	Sales Tax Drainage	407,468.00	41,303.39	324,370.71	83,097.29	0.00	83,097.29	20.39
	R01 Sub Totals:	407,468.00	41,303.39	324,370.71	83,097.29	0.00	83,097.29	20.39
R03	INTER-GOVERNMENTAL							
170-990-4200-990	Grant Revenue	7,500,000.00	47,584.34	194,151.96	7,305,848.04	0.00	7,305,848.04	97.41
	R03 Sub Totals:	7,500,000.00	47,584.34	194,151.96	7,305,848.04	0.00	7,305,848.04	97.41
R06	REVENUE FROM USE OF ASSET							
170-990-4700-990	Interest Earned-Drainage Fund	2,500.00	907.33	12,333.34	-9,833.34	0.00	-9,833.34	0.00
170-990-4820-990	Sale of Drainage Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	R06 Sub Totals:	2,500.00	907.33	12,333.34	-9,833.34	0.00	-9,833.34	0.00
R07	OTHER INCOME							
170-990-4800-990	Drainage Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R07 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	7,909,968.00	89,795.06	530,856.01	7,379,111.99	0.00	7,379,111.99	93.29
E10	PERSONNEL							
170-990-5010-990	Drainage Salaries	50,079.00	5,754.26	34,347.86	15,731.14	0.00	15,731.14	31.41
170-990-5020-990	Drainage Overtime	4,667.00	644.04	1,769.11	2,897.89	0.00	2,897.89	62.09
170-990-5030-990	Drainage Part Time	12,000.00	0.00	0.00	12,000.00	0.00	12,000.00	100.00
170-990-5070-990	Availability Allowance	360.00	30.00	240.00	120.00	0.00	120.00	33.33
170-990-5170-990	Drainage Social Security	5,107.00	488.74	2,757.07	2,349.93	0.00	2,349.93	46.01
170-990-5180-990	Drainage Retirement	2,738.00	321.42	1,817.91	920.09	0.00	920.09	33.60
170-990-5190-990	Drainage Health Insurance	7,553.00	595.72	4,765.76	2,787.24	0.00	2,787.24	36.90
170-990-5210-990	Drainage Workers Compensation	2,924.00	0.00	0.00	2,924.00	0.00	2,924.00	100.00
170-990-5380-990	Drainage Uniforms	1,310.00	0.00	486.19	823.81	0.00	823.81	62.89
	E10 Sub Totals:	86,738.00	7,834.18	46,183.90	40,554.10	0.00	40,554.10	46.75
E20	OPERATING COSTS							
170-990-5260-990	Drainage Professional Services	10,250.00	175.62	1,570.00	8,680.00	0.00	8,680.00	84.68
170-990-5300-990	Drainage Insurance & Bonds	400.00	0.00	0.00	400.00	0.00	400.00	100.00
170-990-5330-990	Drainage Equipment Maintenance	15,750.00	589.53	2,991.99	12,758.01	0.00	12,758.01	81.00
170-990-5530-990	Drainage Fuels/Lubricants	8,000.00	1,017.83	1,909.58	6,090.42	0.00	6,090.42	76.13
170-990-5590-990	Drainage General Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
170-990-5640-990	Drainage Maintenance	21,000.00	28.20	1,253.56	19,746.44	0.00	19,746.44	94.03
	E20 Sub Totals:	55,400.00	1,811.18	7,725.13	47,674.87	0.00	47,674.87	86.06
E30	CAPITAL OUTLAY							
170-990-6380-990	Lease Purchase Payments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E30 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	142,138.00	9,645.36	53,909.03	88,228.97	0.00	88,228.97	62.07
	Dept 990 Sub Totals:	-7,767,830.00	-80,149.70	-476,946.98	-7,290,883.02	0.00		
	Fund Revenue Sub Totals:	9,039,082.00	89,795.06	530,856.01	8,508,225.99	0.00	8,508,225.99	94.13
	Fund Expense Sub Totals:	9,426,252.00	95,262.85	1,442,815.87	7,983,436.13	0.00	7,983,436.13	84.69

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund 170 Sub Totals:	387,170.00	5,467.79	911,959.86	-524,789.86	0.00		
Fund 175	Senior Center Sales Tax							
Dept 175-000	Non-Departmental							
R90	TRANSFERS IN							
175-000-3303-000	Transfer from General	0.00	0.00	0.00	0.00	0.00	0.00	0.00
175-000-3364-000	Transfer to Mtce Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R90 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E90	TRANSFERS OUT							
175-000-3214-000	Transfer to 2014 Series COP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
175-000-3221-000	Transfer to 2021 Series DS	53,680.00	0.00	48,695.00	4,985.00	0.00	4,985.00	9.29
175-000-3264-000	Transfer to Mtce Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00
175-000-3285-000	Trns to Capital Improvement	43,000.00	0.00	24,345.00	18,655.00	0.00	18,655.00	43.38
	E90 Sub Totals:	96,680.00	0.00	73,040.00	23,640.00	0.00	23,640.00	24.45
	Expense Sub Totals:	96,680.00	0.00	73,040.00	23,640.00	0.00	23,640.00	24.45
	Dept 000 Sub Totals:	96,680.00	0.00	73,040.00	23,640.00	0.00		
Dept 175-175								
R01	TAXES							
175-175-4030-175	Sales Tax - 1/16-Cent	169,780.00	17,209.71	135,154.41	34,625.59	0.00	34,625.59	20.39
	R01 Sub Totals:	169,780.00	17,209.71	135,154.41	34,625.59	0.00	34,625.59	20.39
R06	REVENUE FROM USE OF ASSET							
175-175-4700-175	Interest Earned-Senior Center	400.00	679.22	4,653.66	-4,253.66	0.00	-4,253.66	0.00
175-175-4820-175	Sale of Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	400.00	679.22	4,653.66	-4,253.66	0.00	-4,253.66	0.00
R07	OTHER INCOME							
175-175-4800-175	Senior Center Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R07 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	170,180.00	17,888.93	139,808.07	30,371.93	0.00	30,371.93	17.85
E10	PERSONNEL							
175-175-5010-175	Senior Center Salaries	5,743.00	662.49	3,938.52	1,804.48	0.00	1,804.48	31.42
175-175-5020-175	Senior Center Overtime	500.00	0.00	27.60	472.40	0.00	472.40	94.48
175-175-5170-175	Senior Center Social Security	478.00	50.19	299.55	178.45	0.00	178.45	37.33
175-175-5180-175	Senior Center Retirement	313.00	33.12	198.29	114.71	0.00	114.71	36.65

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
175-175-5190-175	Senior Center Health Insurance	1,209.00	95.32	762.56	446.44	0.00	446.44	36.93
175-175-5210-175	Senior Center Workers Comp.	274.00	0.00	0.00	274.00	0.00	274.00	100.00
175-175-5360-175	Senior Center Memb/Train/Trvl	300.00	0.00	300.00	0.00	0.00	0.00	0.00
	E10 Sub Totals:	8,817.00	841.12	5,526.52	3,290.48	0.00	3,290.48	37.32
E20	OPERATING COSTS							
175-175-5260-175	Senior Center Prof. Services	7,430.00	756.83	6,737.99	692.01	0.00	692.01	9.31
175-175-5300-175	Senior Center Ins. & Bonds	5,581.00	0.00	0.00	5,581.00	0.00	5,581.00	100.00
175-175-5320-175	Senior Center Facility Maint.	12,348.00	92.61	1,375.00	10,973.00	0.00	10,973.00	88.86
175-175-5330-175	Senior Center Equipment Maint.	500.00	0.00	0.00	500.00	0.00	500.00	100.00
175-175-5590-175	Senior Center General Supplies	1,050.00	3.78	210.41	839.59	0.00	839.59	79.96
175-175-5610-175	Senior Center Activity/Event	3,150.00	130.55	996.94	2,153.06	0.00	2,153.06	68.35
175-175-5700-175	Senior Center Comp., Software	525.00	0.00	0.00	525.00	0.00	525.00	100.00
175-175-6300-175	Senior Center Electricity	27,000.00	2,546.13	16,231.87	10,768.13	0.00	10,768.13	39.88
175-175-6350-175	Senior Center Phones	4,473.00	0.00	2,114.82	2,358.18	0.00	2,358.18	52.72
	E20 Sub Totals:	62,057.00	3,529.90	27,667.03	34,389.97	0.00	34,389.97	55.42
	Expense Sub Totals:	70,874.00	4,371.02	33,193.55	37,680.45	0.00	37,680.45	53.17
	Dept 175 Sub Totals:	-99,306.00	-13,517.91	-106,614.52	7,308.52	0.00		
	Fund Revenue Sub Totals:	170,180.00	17,888.93	139,808.07	30,371.93	0.00	30,371.93	17.85
	Fund Expense Sub Totals:	167,554.00	4,371.02	106,233.55	61,320.45	0.00	61,320.45	36.60
	Fund 175 Sub Totals:	-2,626.00	-13,517.91	-33,574.52	30,948.52	0.00		
Fund 180	Parks Sales Tax							
Dept 180-000	Non-Departmental							
R90	TRANSFERS IN							
180-000-3343-000	Transfer from Other Funds	50,000.00	4,167.00	33,336.00	16,664.00	0.00	16,664.00	33.33
180-000-3390-000	Transfer from Parks Sales Tax	65,180.00	5,432.00	43,456.00	21,724.00	0.00	21,724.00	33.33
	R90 Sub Totals:	115,180.00	9,599.00	76,792.00	38,388.00	0.00	38,388.00	33.33
	Revenue Sub Totals:	115,180.00	9,599.00	76,792.00	38,388.00	0.00	38,388.00	33.33
E90	TRANSFERS OUT							
180-000-3200-000	Sales Tax to TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
180-000-3241-000	Transfer to GC fm Parks -Mtce	0.00	0.00	0.00	0.00	0.00	0.00	0.00
180-000-3285-000	Trns to Capital Improvement	429,028.00	0.00	277,055.10	151,972.90	0.00	151,972.90	35.42
180-000-3290-000	Transfer to Parks Recreation	65,180.00	5,432.00	43,456.00	21,724.00	0.00	21,724.00	33.33
	E90 Sub Totals:	494,208.00	5,432.00	320,511.10	173,696.90	0.00	173,696.90	35.15

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Expense Sub Totals:	494,208.00	5,432.00	320,511.10	173,696.90	0.00	173,696.90	35.15
	Dept 000 Sub Totals:	379,028.00	-4,167.00	243,719.10	135,308.90	0.00		
Dept 180-750								
R01	TAXES							
180-750-4030-750	Sales Tax Parks	611,202.00	61,955.09	486,556.08	124,645.92	0.00	124,645.92	20.39
	R01 Sub Totals:	611,202.00	61,955.09	486,556.08	124,645.92	0.00	124,645.92	20.39
R03	INTER-GOVERNMENTAL							
180-750-4200-750	Grant Revenue	92,652.00	4,296.24	4,296.24	88,355.76	0.00	88,355.76	95.36
	R03 Sub Totals:	92,652.00	4,296.24	4,296.24	88,355.76	0.00	88,355.76	95.36
R04	CHARGES FOR SERVICES							
180-750-4530-750	Fish Food Monies	3,500.00	727.83	4,302.99	-802.99	0.00	-802.99	0.00
	R04 Sub Totals:	3,500.00	727.83	4,302.99	-802.99	0.00	-802.99	0.00
R06	REVENUE FROM USE OF ASSET							
180-750-4500-750	Park Fees	2,000.00	1,145.00	2,771.00	-771.00	0.00	-771.00	0.00
180-750-4500-752	RV Pad Rental	3,000.00	1,075.00	2,912.00	88.00	0.00	88.00	2.93
180-750-4700-750	Interest Earned-Parks Fund	1,400.00	1,650.32	12,809.09	-11,409.09	0.00	-11,409.09	0.00
180-750-4760-750	Insurance Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
180-750-4820-750	Sale and Use of Property	0.00	0.00	2,154.00	-2,154.00	0.00	-2,154.00	0.00
	R06 Sub Totals:	6,400.00	3,870.32	20,646.09	-14,246.09	0.00	-14,246.09	0.00
R07	OTHER INCOME							
180-750-4800-750	Parks Miscellaneous	0.00	0.00	381.50	-381.50	0.00	-381.50	0.00
	R07 Sub Totals:	0.00	0.00	381.50	-381.50	0.00	-381.50	0.00
R87	DONATIONS							
180-750-4990-750	Donations Parks	0.00	0.00	0.00	0.00	0.00	0.00	0.00
180-750-4990-753	Skate Park Donations	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R87 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	713,754.00	70,849.48	516,182.90	197,571.10	0.00	197,571.10	27.68
E10	PERSONNEL							
180-750-5010-750	Parks Salaries	232,051.00	26,081.80	150,968.28	81,082.72	0.00	81,082.72	34.94
180-750-5020-750	Parks Overtime	8,000.00	412.76	2,644.55	5,355.45	0.00	5,355.45	66.94
180-750-5070-750	Availability Allowance	720.00	60.00	480.00	240.00	0.00	240.00	33.33
180-750-5170-750	Parks Social Security	18,364.00	2,012.00	11,636.52	6,727.48	0.00	6,727.48	36.63
180-750-5180-750	Parks Retirement	12,003.00	1,270.04	5,811.06	6,191.94	0.00	6,191.94	51.59
180-750-5190-750	Parks Health Insurance	45,317.00	3,504.71	28,210.51	17,106.49	0.00	17,106.49	37.75

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
180-750-5210-750	Parks Workers Compensation	10,515.00	0.00	0.00	10,515.00	0.00	10,515.00	100.00
180-750-5360-750	Parks Member/Training/Travel	1,040.00	0.00	110.00	930.00	0.00	930.00	89.42
180-750-5380-750	Parks Uniforms	3,500.00	0.00	2,746.50	753.50	0.00	753.50	21.53
	E10 Sub Totals:	331,510.00	33,341.31	202,607.42	128,902.58	0.00	128,902.58	38.88
E20	OPERATING COSTS							
180-750-5260-750	Parks Professional Services	2,395.00	255.12	3,715.25	-1,320.25	0.00	-1,320.25	0.00
180-750-5300-750	Parks Insurance and Bonds	27,198.00	0.00	0.00	27,198.00	0.00	27,198.00	100.00
180-750-5320-750	Parks Facility Maintenance	28,000.00	2,960.07	23,838.04	4,161.96	0.00	4,161.96	14.86
180-750-5320-753	Skatepark Facility Maintenance	1,000.00	0.00	22.92	977.08	0.00	977.08	97.71
180-750-5330-750	Parks Equipment Maintenance	18,000.00	829.58	14,535.58	3,464.42	0.00	3,464.42	19.25
180-750-5331-750	Helicopter Maintenance	5,000.00	0.00	284.57	4,715.43	0.00	4,715.43	94.31
180-750-5530-750	Parks Fuels/Lubricants	13,500.00	2,092.50	9,346.09	4,153.91	0.00	4,153.91	30.77
180-750-5590-750	Parks General Supplies	10,000.00	1,810.32	6,189.48	3,810.52	0.00	3,810.52	38.11
180-750-5590-752	RV Park Expenses	1,000.00	0.00	119.99	880.01	0.00	880.01	88.00
180-750-5610-750	Christmas Lighting	4,200.00	0.00	3,978.79	221.21	0.00	221.21	5.27
180-750-5630-750	Wading Pool Expenses	1,050.00	299.65	1,399.57	-349.57	0.00	-349.57	0.00
180-750-5700-750	Parks Computer/Software	3,132.00	17.97	706.71	2,425.29	0.00	2,425.29	77.44
180-750-6300-750	Parks Electricity	17,000.00	1,777.23	11,941.81	5,058.19	0.00	5,058.19	29.75
180-750-6310-750	Parks Heating Fuels	2,900.00	181.89	1,529.32	1,370.68	0.00	1,370.68	47.26
180-750-6350-750	Parks Phones	4,814.00	44.83	2,362.17	2,451.83	0.00	2,451.83	50.93
180-750-6390-750	Parks Minor Equipment	10,500.00	383.53	4,399.63	6,100.37	0.00	6,100.37	58.10
180-750-6410-750	Flowers & Plants	4,725.00	1,057.20	3,796.74	928.26	0.00	928.26	19.65
	E20 Sub Totals:	154,414.00	11,709.89	88,166.66	66,247.34	0.00	66,247.34	42.90
	Expense Sub Totals:	485,924.00	45,051.20	290,774.08	195,149.92	0.00	195,149.92	40.16
	Dept 750 Sub Totals:	-227,830.00	-25,798.28	-225,408.82	-2,421.18	0.00		
Dept 180-940								
E20	OPERATING COSTS							
180-940-5260-940	Pool Professional Services	45,000.00	20.00	190.00	44,810.00	0.00	44,810.00	99.58
180-940-5300-940	Parks - Swim Insurance & Bonds	12,796.00	0.00	0.00	12,796.00	0.00	12,796.00	100.00
180-940-5320-940	Parks - Swim Facility Maint.	6,000.00	854.52	4,004.91	1,995.09	0.00	1,995.09	33.25
180-940-5330-940	Swim Equipment Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
180-940-5590-940	Parks - Swim General Supplies	5,000.00	0.00	1,790.90	3,209.10	0.00	3,209.10	64.18
180-940-6300-940	Parks - Pool Electricity	4,000.00	762.57	-937.41	4,937.41	0.00	4,937.41	123.44
	E20 Sub Totals:	72,796.00	1,637.09	5,048.40	67,747.60	0.00	67,747.60	93.07
	Expense Sub Totals:	72,796.00	1,637.09	5,048.40	67,747.60	0.00	67,747.60	93.07
	Dept 940 Sub Totals:	72,796.00	1,637.09	5,048.40	67,747.60	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Revenue Sub Totals:	828,934.00	80,448.48	592,974.90	235,959.10	0.00	235,959.10	28.47
	Fund Expense Sub Totals:	1,052,928.00	52,120.29	616,333.58	436,594.42	0.00	436,594.42	41.46
	Fund 180 Sub Totals:	223,994.00	-28,328.19	23,358.68	200,635.32	0.00		
Fund 195	Auditorium Sales Tax							
Dept 195-000	Non-Departmental							
E90	TRANSFERS OUT							
195-000-3214-000	Transfer to 2014 COP	0.00	0.00	0.00	0.00	0.00	0.00	0.00
195-000-3221-000	Transfer to 2021 Series DS	213,719.00	0.00	194,780.00	18,939.00	0.00	18,939.00	8.86
195-000-3285-000	Trns to Capital Improvement	318,410.00	0.00	168,410.00	150,000.00	0.00	150,000.00	47.11
	E90 Sub Totals:	532,129.00	0.00	363,190.00	168,939.00	0.00	168,939.00	31.75
	Expense Sub Totals:	532,129.00	0.00	363,190.00	168,939.00	0.00	168,939.00	31.75
	Dept 000 Sub Totals:	532,129.00	0.00	363,190.00	168,939.00	0.00		
Dept 195-114								
R06	REVENUE FROM USE OF ASSET							
195-114-4500-114	Lampo Rental Fees	13,000.00	2,080.00	13,184.27	-184.27	0.00	-184.27	0.00
	R06 Sub Totals:	13,000.00	2,080.00	13,184.27	-184.27	0.00	-184.27	0.00
	Revenue Sub Totals:	13,000.00	2,080.00	13,184.27	-184.27	0.00	-184.27	0.00
E20	OPERATING COSTS							
195-114-5260-114	Lampo Professional Services	2,200.00	383.67	1,641.27	558.73	0.00	558.73	25.40
195-114-5300-114	Lampo Insurance and Bonds	2,571.00	0.00	0.00	2,571.00	0.00	2,571.00	100.00
195-114-5320-114	Lampo Facility Maintenance	7,500.00	1,473.89	8,433.61	-933.61	0.00	-933.61	0.00
195-114-5330-114	Lampo Equipment Mtce	1,050.00	0.00	42.01	1,007.99	0.00	1,007.99	96.00
195-114-5590-114	Lampo General Supplies	1,050.00	124.78	743.73	306.27	0.00	306.27	29.17
195-114-6300-114	Lampo Electricity	10,000.00	0.00	973.92	9,026.08	0.00	9,026.08	90.26
195-114-6310-114	Lampo Heating Fuels	4,933.00	258.28	4,478.05	454.95	0.00	454.95	9.22
	E20 Sub Totals:	29,304.00	2,240.62	16,312.59	12,991.41	0.00	12,991.41	44.33
	Expense Sub Totals:	29,304.00	2,240.62	16,312.59	12,991.41	0.00	12,991.41	44.33
	Dept 114 Sub Totals:	16,304.00	160.62	3,128.32	13,175.68	0.00		
Dept 195-195								
R01	TAXES							
195-195-4030-195	Auditorium Sales Tax	509,334.00	51,629.13	405,463.20	103,870.80	0.00	103,870.80	20.39

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	R01 Sub Totals:	509,334.00	51,629.13	405,463.20	103,870.80	0.00	103,870.80	20.39
R06	REVENUE FROM USE OF ASSET							
195-195-4500-195	Auditorium Rental Fees	18,500.00	0.00	11,812.50	6,687.50	0.00	6,687.50	36.15
195-195-4520-195	Auditorium Sound Fees	3,000.00	60.00	2,075.00	925.00	0.00	925.00	30.83
195-195-4700-195	Interest Earned-Auditorium Fd	1,500.00	3,034.42	22,259.33	-20,759.33	0.00	-20,759.33	0.00
195-195-4820-195	Auditorium Sale of Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	23,000.00	3,094.42	36,146.83	-13,146.83	0.00	-13,146.83	0.00
	Revenue Sub Totals:	532,334.00	54,723.55	441,610.03	90,723.97	0.00	90,723.97	17.04
E10	PERSONNEL							
195-195-5010-195	Auditorium Salaries	43,926.00	2,691.39	16,085.32	27,840.68	0.00	27,840.68	63.38
195-195-5020-195	Auditorium Overtime	6,000.00	497.03	1,483.58	4,516.42	0.00	4,516.42	75.27
195-195-5030-195	Auditorium Part Time	2,000.00	0.00	97.50	1,902.50	0.00	1,902.50	95.13
195-195-5170-195	Auditorium Social Security	3,973.00	240.34	1,330.84	2,642.16	0.00	2,642.16	66.50
195-195-5180-195	Auditorium Retirement	2,497.00	159.43	858.21	1,638.79	0.00	1,638.79	65.63
195-195-5190-195	Auditorium Health Insurance	8,686.00	482.64	3,308.44	5,377.56	0.00	5,377.56	61.91
195-195-5210-195	Auditorium Workers Comp.	2,275.00	0.00	0.00	2,275.00	0.00	2,275.00	100.00
	E10 Sub Totals:	69,357.00	4,070.83	23,163.89	46,193.11	0.00	46,193.11	66.60
E20	OPERATING COSTS							
195-195-5260-195	Auditorium Prof. Services	7,110.00	371.78	5,473.53	1,636.47	0.00	1,636.47	23.02
195-195-5300-195	Auditorium Insurance & Bonds	21,549.00	0.00	0.00	21,549.00	0.00	21,549.00	100.00
195-195-5320-195	Auditorium Facility Maint.	24,520.00	220.00	7,992.45	16,527.55	0.00	16,527.55	67.40
195-195-5330-195	Auditorium Equipment Maint.	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
195-195-5590-195	Auditorium General Supplies	2,625.00	0.00	1,228.46	1,396.54	0.00	1,396.54	53.20
195-195-6300-195	Auditorium Electricity	38,000.00	2,976.28	20,788.40	17,211.60	0.00	17,211.60	45.29
195-195-6310-195	Auditorium Heating Fuels	13,000.00	309.06	9,542.70	3,457.30	0.00	3,457.30	26.59
195-195-6350-195	Auditorium Phones	4,448.00	0.00	2,114.82	2,333.18	0.00	2,333.18	52.45
	E20 Sub Totals:	116,252.00	3,877.12	47,140.36	69,111.64	0.00	69,111.64	59.45
	Expense Sub Totals:	185,609.00	7,947.95	70,304.25	115,304.75	0.00	115,304.75	62.12
	Dept 195 Sub Totals:	-346,725.00	-46,775.60	-371,305.78	24,580.78	0.00		
	Fund Revenue Sub Totals:	545,334.00	56,803.55	454,794.30	90,539.70	0.00	90,539.70	16.60
	Fund Expense Sub Totals:	747,042.00	10,188.57	449,806.84	297,235.16	0.00	297,235.16	39.79
	Fund 195 Sub Totals:	201,708.00	-46,614.98	-4,987.46	206,695.46	0.00		
Fund 212	2012 A&B							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 212-000	Non-Departmental							
R90	TRANSFERS IN							
212-000-3314-000	Transfer To Other Account	0.00	0.00	0.00	0.00	0.00	0.00	0.00
212-000-3320-000	Transfer fm Other Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R90 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 000 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Dept 212-212	2012 A&B COPs							
R06	REVENUE FROM USE OF ASSET							
212-212-4700-212	Interest Income-2012 COPs	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E50	DEBT SERVICE - INTEREST & FI							
212-212-5920-212	2012 A & B Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00
212-212-5930-212	2012 Paying Agent Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E50 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E55	DEBT SERVICE - PRINCIPLE							
212-212-5910-212	2012 B Principal	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E55 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 212 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund 212 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Fund 213	2013 Series Spc Obl Bond							
Dept 213-000	Non-Departmental							
R90	TRANSFERS IN							
213-000-3373-000	Transfer from Street Bridge	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R90 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 000 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Dept 213-200								
R90	TRANSFERS IN							
213-200-0331-400	Transfer To Other Account	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R90 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 200 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Dept 213-213								
R06	REVENUE FROM USE OF ASSET							
213-213-4700-213	Interest Earned	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E50	DEBT SERVICE - INTEREST & FI							
213-213-5920-213	2013 Series Interest Payment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
213-213-5940-213	2013 Series Admin Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E50 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E55	DEBT SERVICE - PRINCIPLE							
213-213-5910-213	2013 SpObl Principal Pymt	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E55 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 213 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund 213 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Fund 214	2014 A&B Series							
Dept 214-000	Non-Departmental							
R90	TRANSFERS IN							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
214-000-3314-000	Transfer from Other Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
214-000-3320-000	Transfer to	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R90 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 000 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Dept 214-214								
R06	REVENUE FROM USE OF ASSET							
214-214-4700-214	Interest Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E50	DEBT SERVICE - INTEREST & FI							
214-214-5920-214	2014 Series Interest Payment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
214-214-5940-214	2014 Series Admin Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E50 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E55	DEBT SERVICE - PRINCIPLE							
214-214-5910-214	2014 Series Principal Payment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E55 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 214 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund 214 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Fund 216	2016 Series COPs							
Dept 216-000								
R90	TRANSFERS IN							
216-000-3376-000	Transfer in from Other Funds	251,950.00	0.00	233,075.55	18,874.45	0.00	18,874.45	7.49
	R90 Sub Totals:	251,950.00	0.00	233,075.55	18,874.45	0.00	18,874.45	7.49
	Revenue Sub Totals:	251,950.00	0.00	233,075.55	18,874.45	0.00	18,874.45	7.49

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Dept 000 Sub Totals:	-251,950.00	0.00	-233,075.55	-18,874.45	0.00		
Dept 216-216								
R06	REVENUE FROM USE OF ASSET							
216-216-4700-216	Interest Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E50	DEBT SERVICE - INTEREST & FI							
216-216-5920-216	Interest Expense 2016 Series	57,200.00	0.00	43,075.55	14,124.45	0.00	14,124.45	24.69
216-216-5940-216	2016 Series Admin Fees	4,750.00	0.00	625.00	4,125.00	0.00	4,125.00	86.84
	E50 Sub Totals:	61,950.00	0.00	43,700.55	18,249.45	0.00	18,249.45	29.46
E55	DEBT SERVICE - PRINCIPLE							
216-216-5910-216	Principal Paid 2016 COP	190,000.00	0.00	190,000.00	0.00	0.00	0.00	0.00
	E55 Sub Totals:	190,000.00	0.00	190,000.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	251,950.00	0.00	233,700.55	18,249.45	0.00	18,249.45	7.24
	Dept 216 Sub Totals:	251,950.00	0.00	233,700.55	18,249.45	0.00		
	Fund Revenue Sub Totals:	251,950.00	0.00	233,075.55	18,874.45	0.00	18,874.45	7.49
	Fund Expense Sub Totals:	251,950.00	0.00	233,700.55	18,249.45	0.00	18,249.45	7.24
	Fund 216 Sub Totals:	0.00	0.00	625.00	-625.00	0.00		
Fund 221	2021 Special Obligation Bonds							
Dept 221-000	Non-Departmental							
R90	TRANSFERS IN							
221-000-3320-000	Transfer to 2021 Series DS	0.00	0.00	486,950.00	-486,950.00	0.00	-486,950.00	0.00
221-000-3321-000	Transfer in 2021 Series DS	501,302.00	0.00	0.00	501,302.00	0.00	501,302.00	100.00
	R90 Sub Totals:	501,302.00	0.00	486,950.00	14,352.00	0.00	14,352.00	2.86
	Revenue Sub Totals:	501,302.00	0.00	486,950.00	14,352.00	0.00	14,352.00	2.86
	Dept 000 Sub Totals:	-501,302.00	0.00	-486,950.00	-14,352.00	0.00		
Dept 221-221	2021 Special Obligation Bonds							
R06	REVENUE FROM USE OF ASSET							
221-221-4700-221	Interest Earned 2021 Series	0.00	5.08	40.10	-40.10	0.00	-40.10	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	R06 Sub Totals:	0.00	5.08	40.10	-40.10	0.00	-40.10	0.00
R10	NON-OPERATING REVENUES							
221-221-4750-221	Bond Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R10 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	5.08	40.10	-40.10	0.00	-40.10	0.00
E50	DEBT SERVICE - INTEREST & FI							
221-221-5920-221	2021 Series Interest	43,001.00	0.00	16,950.00	26,051.00	0.00	26,051.00	60.58
221-221-5940-221	2021 Series Admin Fees	2,500.00	0.00	636.00	1,864.00	0.00	1,864.00	74.56
221-221-5950-221	2021 Series Cost of Issuance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E50 Sub Totals:	45,501.00	0.00	17,586.00	27,915.00	0.00	27,915.00	61.35
E55	DEBT SERVICE - PRINCIPLE							
221-221-5910-221	2021 Series Principal	455,000.00	0.00	470,000.00	-15,000.00	0.00	-15,000.00	0.00
	E55 Sub Totals:	455,000.00	0.00	470,000.00	-15,000.00	0.00	-15,000.00	0.00
	Expense Sub Totals:	500,501.00	0.00	487,586.00	12,915.00	0.00	12,915.00	2.58
	Dept 221 Sub Totals:	500,501.00	-5.08	487,545.90	12,955.10	0.00		
	Fund Revenue Sub Totals:	501,302.00	5.08	486,990.10	14,311.90	0.00	14,311.90	2.85
	Fund Expense Sub Totals:	500,501.00	0.00	487,586.00	12,915.00	0.00	12,915.00	2.58
	Fund 221 Sub Totals:	-801.00	-5.08	595.90	-1,396.90	0.00		
Fund 290	Employee Insurance							
Dept 290-000	Non-Departmental							
R90	TRANSFERS IN							
290-000-3390-000	Transfer In	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R90 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 000 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Dept 290-290								
R06	REVENUE FROM USE OF ASSET							
290-290-4700-290	Interest Earned-Employee Ins.	100.00	0.00	12.03	87.97	0.00	87.97	87.97

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	R06 Sub Totals:	100.00	0.00	12.03	87.97	0.00	87.97	87.97
R10	NON-OPERATING REVENUES							
290-290-4951-290	City Portion for Ins Shortage	0.00	0.00	0.00	0.00	0.00	0.00	0.00
290-290-4960-290	Employee Portion-Insurance	158,000.00	20,200.06	128,060.56	29,939.44	0.00	29,939.44	18.95
	R10 Sub Totals:	158,000.00	20,200.06	128,060.56	29,939.44	0.00	29,939.44	18.95
R90	TRANSFERS IN							
290-290-4950-290	City's Portion - Insur.	836,848.00	62,039.35	487,158.07	349,689.93	0.00	349,689.93	41.79
	R90 Sub Totals:	836,848.00	62,039.35	487,158.07	349,689.93	0.00	349,689.93	41.79
	Revenue Sub Totals:	994,948.00	82,239.41	615,230.66	379,717.34	0.00	379,717.34	38.16
E25	NON-OPERATING EXPENSE							
290-290-6140-290	Health Insurance Fees Employee	861,017.00	0.00	479,502.31	381,514.69	0.00	381,514.69	44.31
290-290-6150-290	Health Insurance Fees Dependnt	158,000.00	0.00	86,667.26	71,332.74	0.00	71,332.74	45.15
	E25 Sub Totals:	1,019,017.00	0.00	566,169.57	452,847.43	0.00	452,847.43	44.44
	Expense Sub Totals:	1,019,017.00	0.00	566,169.57	452,847.43	0.00	452,847.43	44.44
	Dept 290 Sub Totals:	24,069.00	-82,239.41	-49,061.09	73,130.09	0.00		
Dept 290-291								
E25	NON-OPERATING EXPENSE							
290-291-6120-290	Dental Insurance -Employee	0.00	0.00	17,596.60	-17,596.60	0.00	-17,596.60	0.00
290-291-6130-290	Dental Insurance Dependent	0.00	0.00	8,493.04	-8,493.04	0.00	-8,493.04	0.00
290-291-6130-291	Life Insurance Employee	0.00	458.35	1,424.00	-1,424.00	0.00	-1,424.00	0.00
290-291-6130-292	Life Insurance Dependent	0.00	2,584.00	11,125.32	-11,125.32	0.00	-11,125.32	0.00
290-291-6135-290	Vision Insurance	0.00	0.00	4,287.57	-4,287.57	0.00	-4,287.57	0.00
	E25 Sub Totals:	0.00	3,042.35	42,926.53	-42,926.53	0.00	-42,926.53	0.00
	Expense Sub Totals:	0.00	3,042.35	42,926.53	-42,926.53	0.00	-42,926.53	0.00
	Dept 291 Sub Totals:	0.00	3,042.35	42,926.53	-42,926.53	0.00		
	Fund Revenue Sub Totals:	994,948.00	82,239.41	615,230.66	379,717.34	0.00	379,717.34	38.16
	Fund Expense Sub Totals:	1,019,017.00	3,042.35	609,096.10	409,920.90	0.00	409,920.90	40.23
	Fund 290 Sub Totals:	24,069.00	-79,197.06	-6,134.56	30,203.56	0.00		
Fund 300	Capital Improvement Sales Tax							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 300-000	Non-Departmental							
R90	TRANSFERS IN							
300-000-3303-000	Transfer from General	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-000-3385-000	Transfer From Other Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-000-3385-111	Transfer fm City Clerk	52,233.00	21.92	52,331.42	-98.42	0.00	-98.42	0.00
300-000-3385-112	Transfer fm General Admin	209,630.00	0.00	197,630.00	12,000.00	0.00	12,000.00	5.72
300-000-3385-115	Transfer from Development	12,434.00	0.00	8,253.19	4,180.81	0.00	4,180.81	33.62
300-000-3385-118	Transfer fm Recycle Center	68,000.00	0.00	42,166.78	25,833.22	0.00	25,833.22	37.99
300-000-3385-120	Transfer fm Police Dept	151,000.00	0.00	252,040.48	-101,040.48	0.00	-101,040.48	0.00
300-000-3385-130	Transfer fm Fire Department	640,345.00	3,722.72	279,470.09	360,874.91	0.00	360,874.91	56.36
300-000-3385-160	Transfer fm Airport	727,538.00	0.00	481,713.09	245,824.91	0.00	245,824.91	33.79
300-000-3385-170	Transfer fm Drainage	9,284,114.00	85,617.49	1,388,906.84	7,895,207.16	0.00	7,895,207.16	85.04
300-000-3385-175	Transfer fm Senior Center	43,000.00	0.00	24,345.00	18,655.00	0.00	18,655.00	43.38
300-000-3385-180	Transfer fm Parks & Rec	429,028.00	0.00	277,055.10	151,972.90	0.00	151,972.90	35.42
300-000-3385-195	Transfer fm Auditorium	318,410.00	0.00	168,410.00	150,000.00	0.00	150,000.00	47.11
300-000-3385-204	Transfer fm Cemetery	91,107.00	293.78	41,400.30	49,706.70	0.00	49,706.70	54.56
300-000-3385-450	Transfer fm Golf Course	275,367.00	0.00	167,573.80	107,793.20	0.00	107,793.20	39.15
300-000-3385-800	Transfer fm Streets Dept	596,036.00	0.00	261,955.54	334,080.46	0.00	334,080.46	56.05
	R90 Sub Totals:	12,898,242.00	89,655.91	3,643,251.63	9,254,990.37	0.00	9,254,990.37	71.75
	Revenue Sub Totals:	12,898,242.00	89,655.91	3,643,251.63	9,254,990.37	0.00	9,254,990.37	71.75
E90	TRANSFERS OUT							
300-000-3200-000	Sales Tax to TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-000-3220-000	Transfer to 2012A&B Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-000-3242-000	Transfer to Golf Cap Imp Debt	251,950.00	20,996.00	167,968.00	83,982.00	0.00	83,982.00	33.33
300-000-3243-000	Transfer to Parks Department	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E90 Sub Totals:	251,950.00	20,996.00	167,968.00	83,982.00	0.00	83,982.00	33.33
	Expense Sub Totals:	251,950.00	20,996.00	167,968.00	83,982.00	0.00	83,982.00	33.33
	Dept 000 Sub Totals:	-12,646,292.00	-68,659.91	-3,475,283.63	-9,171,008.37	0.00		
Dept 300-300	Capital Improvement							
R01	TAXES							
300-300-4030-300	Capital Improvement Sales Tax	336,204.00	34,419.16	270,308.48	65,895.52	0.00	65,895.52	19.60
	R01 Sub Totals:	336,204.00	34,419.16	270,308.48	65,895.52	0.00	65,895.52	19.60
R06	REVENUE FROM USE OF ASSET							
300-300-4700-300	Interest Earned-Econ Develop	1,200.00	1,895.25	9,313.64	-8,113.64	0.00	-8,113.64	0.00
	R06 Sub Totals:	1,200.00	1,895.25	9,313.64	-8,113.64	0.00	-8,113.64	0.00
R07	OTHER INCOME							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
300-300-4800-300	Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R07 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	337,404.00	36,314.41	279,622.12	57,781.88	0.00	57,781.88	17.13
E30	CAPITAL OUTLAY							
300-300-5790-111	Capital Impr./Purchase Clerk	52,233.00	21.92	52,331.42	-98.42	0.00	-98.42	0.00
300-300-5790-112	Capital Impr./Purchase GenAdm	209,630.00	0.00	197,630.00	12,000.00	0.00	12,000.00	5.72
300-300-5790-115	Capital Impr/Purch Development	12,434.00	0.00	8,253.19	4,180.81	3,750.00	430.81	3.46
300-300-5790-130	Capital Impr/Purch Fire Dept	640,345.00	3,722.72	279,470.09	360,874.91	0.00	360,874.91	56.36
300-300-5790-175	Capital Impr/Purch Senior Cent	43,000.00	0.00	24,345.00	18,655.00	0.00	18,655.00	43.38
300-300-5790-195	Capital Impr/Purch Auditorium	318,410.00	0.00	168,410.00	150,000.00	144,730.00	5,270.00	1.66
300-300-5790-204	Capital Impr/Purch IOOF	91,107.00	293.78	41,400.30	49,706.70	0.00	49,706.70	54.56
300-300-5790-300	Capital Improvement/Purchases	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300-300-5790-430	Capital Impr/Purch Golf Course	275,367.00	0.00	155,573.80	119,793.20	0.00	119,793.20	43.50
300-300-5790-750	Capital Impr/Purch Parks & Rec	429,028.00	0.00	277,055.10	151,972.90	0.00	151,972.90	35.42
300-300-5790-800	Capital Impr/Purch Street Dept	596,036.00	0.00	273,955.54	322,080.46	109,098.00	212,982.46	35.73
300-300-5790-990	Capital Impr/Purch Drainage	9,284,114.00	85,617.49	1,388,852.84	7,895,261.16	2,848,526.86	5,046,734.30	54.36
	E30 Sub Totals:	11,951,704.00	89,655.91	2,867,277.28	9,084,426.72	3,106,104.86	5,978,321.86	50.02
E90	TRANSFERS OUT							
300-300-5790-118	Capital Impr/Purch Recycle Ctr	68,000.00	0.00	42,166.78	25,833.22	0.00	25,833.22	37.99
300-300-5790-120	Capital Impr/Purch Police Dept	151,000.00	0.00	252,040.48	-101,040.48	0.00	-101,040.48	0.00
300-300-5790-160	Capital Impr/Purch Airport	727,538.00	0.00	481,713.09	245,824.91	103,373.31	142,451.60	19.58
	E90 Sub Totals:	946,538.00	0.00	775,920.35	170,617.65	103,373.31	67,244.34	7.10
	Expense Sub Totals:	12,898,242.00	89,655.91	3,643,197.63	9,255,044.37	3,209,478.17	6,045,566.20	46.87
	Dept 300 Sub Totals:	12,560,838.00	53,341.50	3,363,575.51	9,197,262.49	3,209,478.17		
	Fund Revenue Sub Totals:	13,235,646.00	125,970.32	3,922,873.75	9,312,772.25	0.00	9,312,772.25	70.36
	Fund Expense Sub Totals:	13,150,192.00	110,651.91	3,811,165.63	9,339,026.37	3,209,478.17	6,129,548.20	46.61
	Fund 300 Sub Totals:	-85,454.00	-15,318.41	-111,708.12	26,254.12	3,209,478.17		
Fund 310	Hotel/Motel Tax							
Dept 310-000	Non-Departmental							
E90	TRANSFERS OUT							
310-000-3210-000	Tran to General Adm 3% Adm Cst	2,860.00	239.00	1,912.00	948.00	0.00	948.00	33.15
310-000-3211-000	Transfer to Gen. PR Coord	0.00	0.00	0.00	0.00	0.00	0.00	0.00
310-000-3255-000	Transfer to -Celebrate	19,500.00	0.00	0.00	19,500.00	0.00	19,500.00	100.00
310-000-3256-000	Tran to -Fall Festival	13,000.00	0.00	13,000.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
310-000-3257-000	Transfer to-Bluegrass	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E90 Sub Totals:	35,360.00	239.00	14,912.00	20,448.00	0.00	20,448.00	57.83
	Expense Sub Totals:	35,360.00	239.00	14,912.00	20,448.00	0.00	20,448.00	57.83
	Dept 000 Sub Totals:	35,360.00	239.00	14,912.00	20,448.00	0.00		
Dept 310-310								
R01	TAXES							
310-310-4040-330	Motel Tax Revenue	95,317.00	13,340.90	70,145.41	25,171.59	0.00	25,171.59	26.41
	R01 Sub Totals:	95,317.00	13,340.90	70,145.41	25,171.59	0.00	25,171.59	26.41
R06	REVENUE FROM USE OF ASSET							
310-310-4700-330	Interest Earned-Hotel/Motel	1,000.00	928.42	5,995.43	-4,995.43	0.00	-4,995.43	0.00
	R06 Sub Totals:	1,000.00	928.42	5,995.43	-4,995.43	0.00	-4,995.43	0.00
	Revenue Sub Totals:	96,317.00	14,269.32	76,140.84	20,176.16	0.00	20,176.16	20.95
E20	OPERATING COSTS							
310-310-5240-330	Motel Promotions	102,738.00	0.00	76,896.01	25,841.99	2,019.39	23,822.60	23.19
310-310-6300-310	Hotel Motel Electricity	600.00	0.00	285.39	314.61	0.00	314.61	52.44
310-310-6520-330	Easter Event	305.00	0.00	320.00	-15.00	0.00	-15.00	0.00
	E20 Sub Totals:	103,643.00	0.00	77,501.40	26,141.60	2,019.39	24,122.21	23.27
	Expense Sub Totals:	103,643.00	0.00	77,501.40	26,141.60	2,019.39	24,122.21	23.27
	Dept 310 Sub Totals:	7,326.00	-14,269.32	1,360.56	5,965.44	2,019.39		
	Fund Revenue Sub Totals:	96,317.00	14,269.32	76,140.84	20,176.16	0.00	20,176.16	20.95
	Fund Expense Sub Totals:	139,003.00	239.00	92,413.40	46,589.60	2,019.39	44,570.21	32.06
	Fund 310 Sub Totals:	42,686.00	-14,030.32	16,272.56	26,413.44	2,019.39		
Fund 360	Tax Incremental Financing							
Dept 360-000	Non-Departmental							
R01	TAXES							
360-000-3300-000	Sales Tax TIF City	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R01 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Dept 000 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Dept 360-360								
R01	TAXES							
360-360-4900-360	Real Est. Tax TIF County	0.00	0.00	0.00	0.00	0.00	0.00	0.00
360-360-4910-360	Sales Tax TIF County	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R01 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R06	REVENUE FROM USE OF ASSET							
360-360-4700-360	Interest Earned-TIF Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R10	NON-OPERATING REVENUES							
360-360-4900-000	CDBG Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R10 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E25	NON-OPERATING EXPENSE							
360-360-5590-360	TIF Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E25 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E90	TRANSFERS OUT							
360-360-6980-360	TIF Reim. W/WW 2012A&B	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E90 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 360 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund 360 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Fund 450	Golf Course							
Dept 450-000	Non-Departmental							
R90	TRANSFERS IN							
450-000-3340-000	Transfer fm General	120,000.00	0.00	0.00	120,000.00	0.00	120,000.00	100.00
450-000-3341-000	Transfer fm Parks -Mtce	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450-000-3342-000	Transfer fm Capital Imp	251,950.00	20,996.00	167,968.00	83,982.00	0.00	83,982.00	33.33

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	R90 Sub Totals:	371,950.00	20,996.00	167,968.00	203,982.00	0.00	203,982.00	54.84
	Revenue Sub Totals:	371,950.00	20,996.00	167,968.00	203,982.00	0.00	203,982.00	54.84
E90	TRANSFERS OUT							
450-000-3276-000	Transfer to 2016 DS	251,950.00	0.00	233,075.55	18,874.45	0.00	18,874.45	7.49
450-000-3285-000	Trns to Capital Improvement	275,367.00	0.00	167,573.80	107,793.20	0.00	107,793.20	39.15
	E90 Sub Totals:	527,317.00	0.00	400,649.35	126,667.65	0.00	126,667.65	24.02
	Expense Sub Totals:	527,317.00	0.00	400,649.35	126,667.65	0.00	126,667.65	24.02
	Dept 000 Sub Totals:	155,367.00	-20,996.00	232,681.35	-77,314.35	0.00		
Dept 450-150								
R04	CHARGES FOR SERVICES							
450-150-4350-430	Golf Course Fees	145,000.00	0.00	45,495.00	99,505.00	0.00	99,505.00	68.62
450-150-4352-430	City Tournament Fees	14,400.00	0.00	5,600.00	8,800.00	0.00	8,800.00	61.11
450-150-4370-430	Passes for Fees	80,000.00	0.00	3,897.00	76,103.00	0.00	76,103.00	95.13
450-150-4993-430	Advertising Revenue	500.00	0.00	0.00	500.00	0.00	500.00	100.00
	R04 Sub Totals:	239,900.00	0.00	54,992.00	184,908.00	0.00	184,908.00	77.08
R06	REVENUE FROM USE OF ASSET							
450-150-4360-430	Golf Cart Rentals	130,000.00	0.00	44,408.00	85,592.00	0.00	85,592.00	65.84
450-150-4390-430	Driving Range Revenue	5,000.00	0.00	2,199.00	2,801.00	0.00	2,801.00	56.02
450-150-4500-430	Communtity Room Rental	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450-150-4700-430	Interest Earned-Golf Course	0.00	283.84	1,885.77	-1,885.77	0.00	-1,885.77	0.00
450-150-4760-430	Insurance Proceeds	0.00	0.00	19,000.00	-19,000.00	0.00	-19,000.00	0.00
450-150-4820-430	Sale of Property	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	135,000.00	283.84	67,492.77	67,507.23	0.00	67,507.23	50.01
R07	OTHER INCOME							
450-150-4800-430	Golf Course Miscellaneous	0.00	0.00	3,255.48	-3,255.48	0.00	-3,255.48	0.00
	R07 Sub Totals:	0.00	0.00	3,255.48	-3,255.48	0.00	-3,255.48	0.00
R08	SALES REVENUE							
450-150-4380-430	Pro Shop Revenue	30,000.00	0.00	10,991.75	19,008.25	0.00	19,008.25	63.36
450-150-4420-430	Golf Concessions Revenue	35,000.00	0.00	12,202.25	22,797.75	0.00	22,797.75	65.14
	R08 Sub Totals:	65,000.00	0.00	23,194.00	41,806.00	0.00	41,806.00	64.32
	Revenue Sub Totals:	439,900.00	283.84	148,934.25	290,965.75	0.00	290,965.75	66.14
E10	PERSONNEL							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
450-150-5010-430	Golf Course Salaries	161,397.00	0.00	40,095.23	121,301.77	0.00	121,301.77	75.16
450-150-5020-430	Golf Course Overtime	5,000.00	0.00	1,877.91	3,122.09	0.00	3,122.09	62.44
450-150-5030-430	Golf Course Part Time	87,128.00	0.00	33,420.26	53,707.74	0.00	53,707.74	61.64
450-150-5070-430	Availability Allowance	360.00	0.00	30.00	330.00	0.00	330.00	91.67
450-150-5170-430	Golf Course Social Security	19,395.00	0.00	5,741.26	13,653.74	0.00	13,653.74	70.40
450-150-5180-430	Golf Course Retirement	8,320.00	0.00	335.22	7,984.78	0.00	7,984.78	95.97
450-150-5190-430	Golf Course Health Insurance	30,211.00	0.00	3,735.58	26,475.42	0.00	26,475.42	87.64
450-150-5210-430	Golf Course Workers Comp.	11,105.00	0.00	0.00	11,105.00	0.00	11,105.00	100.00
450-150-5360-430	Golf Course Member/Train/Trvl	1,050.00	0.00	80.00	970.00	0.00	970.00	92.38
450-150-5380-430	Uniforms	3,675.00	0.00	32.30	3,642.70	0.00	3,642.70	99.12
	E10 Sub Totals:	327,641.00	0.00	85,347.76	242,293.24	0.00	242,293.24	73.95
E20	OPERATING COSTS							
450-150-5260-430	Golf Course Prof. Services	10,511.00	3,882.62	25,502.18	-14,991.18	0.00	-14,991.18	0.00
450-150-5265-430	Golf Mngmt Contracted Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
450-150-5270-430	Golf Course Credit Card Fees	9,450.00	866.64	3,959.22	5,490.78	0.00	5,490.78	58.10
450-150-5300-430	Golf Insurance & Bonds	15,241.00	0.00	0.00	15,241.00	0.00	15,241.00	100.00
450-150-5310-430	Golf Course Concession Cost	31,500.00	0.00	6,124.80	25,375.20	0.00	25,375.20	80.56
450-150-5314-430	Golf Course Accessories	26,250.00	0.00	4,932.56	21,317.44	0.00	21,317.44	81.21
450-150-5320-430	Golf Facility Maintenance	10,000.00	0.00	7,401.90	2,598.10	0.00	2,598.10	25.98
450-150-5325-430	Grounds Maintenance	40,000.00	0.00	162.46	39,837.54	0.00	39,837.54	99.59
450-150-5330-430	Golf Equipment Maintenance	15,000.00	0.00	14,932.62	67.38	0.00	67.38	0.45
450-150-5335-430	Golf Cart Maintenance	3,675.00	0.00	980.39	2,694.61	0.00	2,694.61	73.32
450-150-5350-430	Driving Range Expense	1,575.00	0.00	0.00	1,575.00	0.00	1,575.00	100.00
450-150-5530-430	Golf Course Fuels/Lubricants	21,000.00	3,265.05	10,282.27	10,717.73	0.00	10,717.73	51.04
450-150-5540-430	Golf Course Chemicals	60,000.00	0.00	45,695.44	14,304.56	0.00	14,304.56	23.84
450-150-5590-430	Golf Course General Supplies	6,300.00	0.00	1,375.69	4,924.31	0.00	4,924.31	78.16
450-150-5610-430	City Tournament Expense	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00	100.00
450-150-5700-430	Golf Course Computer/Software	1,454.00	0.00	208.27	1,245.73	0.00	1,245.73	85.68
450-150-6300-430	Golf Course Electricity	27,000.00	1,778.08	8,669.42	18,330.58	0.00	18,330.58	67.89
450-150-6350-430	Golf Course Phones	5,670.00	89.66	2,609.55	3,060.45	0.00	3,060.45	53.98
	E20 Sub Totals:	288,626.00	9,882.05	132,836.77	155,789.23	0.00	155,789.23	53.98
E30	CAPITAL OUTLAY							
450-150-6380-430	Lease Payments	18,807.00	0.00	0.00	18,807.00	0.00	18,807.00	100.00
	E30 Sub Totals:	18,807.00	0.00	0.00	18,807.00	0.00	18,807.00	100.00
	Expense Sub Totals:	635,074.00	9,882.05	218,184.53	416,889.47	0.00	416,889.47	65.64
	Dept 150 Sub Totals:	195,174.00	9,598.21	69,250.28	125,923.72	0.00		
	Fund Revenue Sub Totals:	811,850.00	21,279.84	316,902.25	494,947.75	0.00	494,947.75	60.97

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Expense Sub Totals:	1,162,391.00	9,882.05	618,833.88	543,557.12	0.00	543,557.12	46.76
	Fund 450 Sub Totals:	350,541.00	-11,397.79	301,931.63	48,609.37	0.00		
Fund 500	Water/Wastewater							
Dept 500-000	Non-Departmental							
R10	NON-OPERATING REVENUES							
500-000-2590-000	Deferred Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R10 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R90	TRANSFERS IN							
500-000-3303-000	Transfer from General	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-000-3306-000	Transfer fm ARPA	307,307.00	0.00	0.00	307,307.00	0.00	307,307.00	100.00
500-000-3353-000	Transfer fm Water -Rplcmt Rsrv	1,135,980.00	94,665.00	601,788.00	534,192.00	0.00	534,192.00	47.02
500-000-3361-000	Transfer fm WW -Rplcmt Rsrv	1,132,791.00	94,399.00	581,564.00	551,227.00	0.00	551,227.00	48.66
500-000-3362-000	Transfer from Other Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-000-3363-000	Slip Lining Reserve	150,000.00	12,500.00	100,000.00	50,000.00	0.00	50,000.00	33.33
500-000-3364-000	Trns to Main Replacement	250,000.00	20,833.00	166,664.00	83,336.00	0.00	83,336.00	33.33
	R90 Sub Totals:	2,976,078.00	222,397.00	1,450,016.00	1,526,062.00	0.00	1,526,062.00	51.28
	Revenue Sub Totals:	2,976,078.00	222,397.00	1,450,016.00	1,526,062.00	0.00	1,526,062.00	51.28
E90	TRANSFERS OUT							
500-000-3253-000	Transfer to Water Rplcmt Resrv	1,135,980.00	94,665.00	601,788.00	534,192.00	0.00	534,192.00	47.02
500-000-3261-000	Transfer to WW Rplcmt Reserve	1,132,791.00	94,399.00	581,564.00	551,227.00	0.00	551,227.00	48.66
500-000-3263-000	Slip Lining Reserve	150,000.00	12,500.00	100,000.00	50,000.00	0.00	50,000.00	33.33
500-000-3264-000	Trns to Main Replacement	250,000.00	20,833.00	166,664.00	83,336.00	0.00	83,336.00	33.33
500-000-3292-000	Transfer to other funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E90 Sub Totals:	2,668,771.00	222,397.00	1,450,016.00	1,218,755.00	0.00	1,218,755.00	45.67
	Expense Sub Totals:	2,668,771.00	222,397.00	1,450,016.00	1,218,755.00	0.00	1,218,755.00	45.67
	Dept 000 Sub Totals:	-307,307.00	0.00	0.00	-307,307.00	0.00		
Dept 500-212	2012 A&B COPs							
E50	DEBT SERVICE - INTEREST & FI							
500-212-5920-212	Interest Expense 2012A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-212-5930-212	Admin. Fee 2012 A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E50 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Dept 212 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Dept 500-500								
E02	DEPRECIATION EXPENSE							
500-500-5990-500	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E02 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 500 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Dept 500-510								
R03	INTER-GOVERNMENTAL							
500-510-4201-510	CARES Act	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R03 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R04	CHARGES FOR SERVICES							
500-510-3510-510	Penalties/Utility Bills	107,000.00	12,066.55	78,292.38	28,707.62	0.00	28,707.62	26.83
500-510-3530-510	Residential Trash Billing	574,560.00	54,830.06	433,105.46	141,454.54	0.00	141,454.54	24.62
500-510-3540-510	Service Application Fee	8,300.00	615.00	4,110.00	4,190.00	0.00	4,190.00	50.48
500-510-3580-510	Trash Tag Sales	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-510-3600-510	Billing Customers-Water	3,198,181.00	248,405.70	1,870,359.78	1,327,821.22	0.00	1,327,821.22	41.52
500-510-4792-510	Online Surcharge Fees	11,000.00	809.85	5,391.86	5,608.14	0.00	5,608.14	50.98
	R04 Sub Totals:	3,899,041.00	316,727.16	2,391,259.48	1,507,781.52	0.00	1,507,781.52	38.67
R06	REVENUE FROM USE OF ASSET							
500-510-3560-510	Lease Pmt. Tower Space	50,780.00	5,018.80	42,104.23	8,675.77	0.00	8,675.77	17.09
500-510-4700-510	Interest Earned-Water/WW	15,000.00	17,875.25	122,983.88	-107,983.88	0.00	-107,983.88	0.00
500-510-4760-510	Insurance Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R06 Sub Totals:	65,780.00	22,894.05	165,088.11	-99,308.11	0.00	-99,308.11	0.00
R07	OTHER INCOME							
500-510-4800-510	Water Admin Miscellaneous	0.00	189.09	1,361.31	-1,361.31	0.00	-1,361.31	0.00
	R07 Sub Totals:	0.00	189.09	1,361.31	-1,361.31	0.00	-1,361.31	0.00
	Revenue Sub Totals:	3,964,821.00	339,810.30	2,557,708.90	1,407,112.10	0.00	1,407,112.10	35.49
E10	PERSONNEL							
500-510-5010-510	Water Admin Salaries	315,399.00	36,375.62	215,406.80	99,992.20	0.00	99,992.20	31.70
500-510-5020-510	Water Admin Overtime	3,000.00	69.14	1,135.49	1,864.51	0.00	1,864.51	62.15
500-510-5170-510	Water Admin Social Security	24,128.00	2,670.70	15,625.54	8,502.46	0.00	8,502.46	35.24
500-510-5180-510	Water Admin Retirement	15,770.00	1,822.26	10,830.23	4,939.77	0.00	4,939.77	31.32
500-510-5185-510	Pension Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
500-510-5190-510	Water Admin Health Insurance	49,093.00	3,999.28	31,992.24	17,100.76	0.00	17,100.76	34.83
500-510-5210-510	Water Admin Workers Comp.	13,815.00	0.00	0.00	13,815.00	0.00	13,815.00	100.00
500-510-5360-510	Water Admin Member/Train/Trvl	8,284.00	406.50	5,020.72	3,263.28	0.00	3,263.28	39.39
	E10 Sub Totals:	429,489.00	45,343.50	280,011.02	149,477.98	0.00	149,477.98	34.80
E20	OPERATING COSTS							
500-510-5260-510	Water Admin Prof. Services	97,407.00	603.12	69,354.25	28,052.75	1,500.00	26,552.75	27.26
500-510-5270-510	Water Admin Credit Card Fees	41,000.00	5,886.50	42,106.04	-1,106.04	0.00	-1,106.04	0.00
500-510-5273-510	Collection Agency Charges	2,000.00	49.10	339.19	1,660.81	0.00	1,660.81	83.04
500-510-5300-510	Water Admin Insurance & Bonds	600.00	0.00	100.00	500.00	0.00	500.00	83.33
500-510-5330-510	Water Admin Equipment Maint.	1,000.00	24.74	457.13	542.87	0.00	542.87	54.29
500-510-5590-510	Water Admin General Supplies	58,140.00	8,756.06	38,475.83	19,664.17	0.00	19,664.17	33.82
500-510-5700-510	Water Admin Comp., Software	2,916.00	0.00	496.15	2,419.85	0.00	2,419.85	82.99
500-510-6260-510	Trash Service Paid	545,832.00	690.54	356,449.48	189,382.52	0.00	189,382.52	34.70
500-510-6350-510	Water Admin Phones	5,040.00	0.00	2,400.00	2,640.00	0.00	2,640.00	52.38
	E20 Sub Totals:	753,935.00	16,010.06	510,178.07	243,756.93	1,500.00	242,256.93	32.13
E30	CAPITAL OUTLAY							
500-510-5790-510	Water Admin Capital Purchase	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
	E30 Sub Totals:	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
	Expense Sub Totals:	1,188,424.00	61,353.56	790,189.09	398,234.91	1,500.00	396,734.91	33.38
	Dept 510 Sub Totals:	-2,776,397.00	-278,456.74	-1,767,519.81	-1,008,877.19	1,500.00		
Dept 500-530								
R03	INTER-GOVERNMENTAL							
500-530-4200-530	Grant Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R03 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R04	CHARGES FOR SERVICES							
500-530-3500-531	Meter Fee	130,000.00	11,408.87	89,655.30	40,344.70	0.00	40,344.70	31.03
500-530-3610-531	Water Taps	58,000.00	-477.00	48,629.77	9,370.23	0.00	9,370.23	16.16
	R04 Sub Totals:	188,000.00	10,931.87	138,285.07	49,714.93	0.00	49,714.93	26.44
R06	REVENUE FROM USE OF ASSET							
500-530-4760-530	Insurance Proceeds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-530-4820-530	Sale of Property	0.00	0.00	2,710.00	-2,710.00	0.00	-2,710.00	0.00
	R06 Sub Totals:	0.00	0.00	2,710.00	-2,710.00	0.00	-2,710.00	0.00
R07	OTHER INCOME							
500-530-4800-530	D&M Miscellaneous	0.00	74.90	4,576.84	-4,576.84	0.00	-4,576.84	0.00
500-530-4800-531	Meter Misc. Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	R07 Sub Totals:	0.00	74.90	4,576.84	-4,576.84	0.00	-4,576.84	0.00
	Revenue Sub Totals:	188,000.00	11,006.77	145,571.91	42,428.09	0.00	42,428.09	22.57
E02	DEPRECIATION EXPENSE							
500-530-5990-530	Depreciation	220,000.00	0.00	0.00	220,000.00	0.00	220,000.00	100.00
	E02 Sub Totals:	220,000.00	0.00	0.00	220,000.00	0.00	220,000.00	100.00
E10	PERSONNEL							
500-530-5010-530	Water Distribution Salaries	380,656.00	37,135.70	230,574.89	150,081.11	0.00	150,081.11	39.43
500-530-5010-531	Meter Read/Mtnce. Salaries	120,757.00	13,396.42	74,208.12	46,548.88	0.00	46,548.88	38.55
500-530-5020-530	Water Distribution Overtime	25,000.00	1,291.74	18,074.43	6,925.57	0.00	6,925.57	27.70
500-530-5020-531	Meter Reading Overtime	8,000.00	476.11	4,427.61	3,572.39	0.00	3,572.39	44.65
500-530-5030-531	Meter Program Part Time	22,620.00	525.00	6,266.25	16,353.75	0.00	16,353.75	72.30
500-530-5070-530	Availability Allowance	1,800.00	120.00	1,035.00	765.00	0.00	765.00	42.50
500-530-5070-531	Availability Allowance	1,080.00	60.00	480.00	600.00	0.00	600.00	55.56
500-530-5170-530	Water Distribution Soc'l Sec.	30,804.00	2,937.16	18,961.63	11,842.37	0.00	11,842.37	38.44
500-530-5170-531	Meter Program Social Security	11,504.00	1,099.33	6,480.98	5,023.02	0.00	5,023.02	43.66
500-530-5180-530	Water Distribution Retirement	20,133.00	1,575.80	9,875.26	10,257.74	0.00	10,257.74	50.95
500-530-5180-531	Meter Program Retirement	6,388.00	493.62	3,022.79	3,365.21	0.00	3,365.21	52.68
500-530-5185-530	Pension Expense	40,000.00	0.00	0.00	40,000.00	0.00	40,000.00	100.00
500-530-5190-530	Water Distribution Health Ins.	67,975.00	4,170.04	36,934.64	31,040.36	0.00	31,040.36	45.66
500-530-5190-531	Meter Prog Health Insurance	22,659.00	1,787.16	13,105.84	9,553.16	0.00	9,553.16	42.16
500-530-5210-530	Water Distribution Work Comp	17,637.00	0.00	0.00	17,637.00	0.00	17,637.00	100.00
500-530-5210-531	Meter Program Workers Comp.	6,587.00	0.00	0.00	6,587.00	0.00	6,587.00	100.00
500-530-5360-530	Water Distrib. Mem/Train/Trvl	5,000.00	0.00	2,792.15	2,207.85	0.00	2,207.85	44.16
500-530-5380-530	Water Distribution Uniforms	5,895.00	0.00	3,909.02	1,985.98	0.00	1,985.98	33.69
500-530-5380-531	Meter Program Uniforms	1,875.00	0.00	1,333.88	541.12	0.00	541.12	28.86
	E10 Sub Totals:	796,370.00	65,068.08	431,482.49	364,887.51	0.00	364,887.51	45.82
E20	OPERATING COSTS							
500-530-5260-530	Water Distribution Prof. Svcs	34,620.00	902.67	10,054.38	24,565.62	0.00	24,565.62	70.96
500-530-5300-530	Water Distribution Ins & Bonds	13,225.00	0.00	0.00	13,225.00	0.00	13,225.00	100.00
500-530-5300-531	Meter Program Insurance & Bond	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-530-5320-530	Water Distrib. Facility Maint	108,000.00	51,524.73	101,543.10	6,456.90	29,393.00	-22,936.10	0.00
500-530-5330-530	Water Distribution Equip Maint	42,000.00	2,447.31	29,865.28	12,134.72	0.00	12,134.72	28.89
500-530-5330-531	Meter Program Equipment Maint.	26,250.00	1,949.94	2,949.14	23,300.86	7,894.50	15,406.36	58.69
500-530-5530-530	Water Distribution Fuels	36,750.00	1,739.54	17,639.37	19,110.63	0.00	19,110.63	52.00
500-530-5530-531	Meter Program Fuels/Lubricants	7,350.00	316.21	2,050.03	5,299.97	0.00	5,299.97	72.11
500-530-5590-530	Water Distrib. Gen Supplies	4,200.00	191.12	1,533.19	2,666.81	0.00	2,666.81	63.50
500-530-5590-531	Meter Program General Supplies	1,575.00	200.62	2,332.60	-757.60	0.00	-757.60	0.00
500-530-5620-530	Water Distribution Line Repair	115,236.00	10,398.11	45,854.48	69,381.52	10,266.93	59,114.59	51.30
500-530-5650-531	Meter Program Meter Sets	55,000.00	2,413.68	30,459.70	24,540.30	34,748.07	-10,207.77	0.00
500-530-5700-530	Water Distrib. Comp., Software	2,954.00	0.00	278.32	2,675.68	0.00	2,675.68	90.58

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
500-530-5700-531	Meter Reading Comp/Software	2,146.00	0.00	248.25	1,897.75	0.00	1,897.75	88.43
500-530-6300-530	Water Distribution Electricity	6,372.00	0.00	1,958.28	4,413.72	0.00	4,413.72	69.27
500-530-6310-530	Water Distrib. Heating Fuels	2,106.00	125.94	2,640.79	-534.79	0.00	-534.79	0.00
500-530-6350-530	Water Dist Telephones	5,670.00	375.86	3,585.02	2,084.98	0.00	2,084.98	36.77
500-530-6390-530	Water Distribution Minor Equip	6,300.00	280.05	1,763.15	4,536.85	0.00	4,536.85	72.01
	E20 Sub Totals:	469,754.00	72,865.78	254,755.08	214,998.92	82,302.50	132,696.42	28.25
E30	CAPITAL OUTLAY							
500-530-5660-531	Meter Replacement Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-530-5780-530	D&M Vehicle	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-530-5790-530	Water Dist Capital Purchases	181,000.00	279.94	75,015.86	105,984.14	97,121.26	8,862.88	4.90
500-530-5790-531	Meter Program Capital Equip	52,221.00	0.00	50,402.58	1,818.42	0.00	1,818.42	3.48
500-530-6380-530	Lease Purchase Payments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-530-8200-530	PW Facility-Building	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E30 Sub Totals:	233,221.00	279.94	125,418.44	107,802.56	97,121.26	10,681.30	4.58
E50	DEBT SERVICE - INTEREST & FI							
500-530-5920-596	2011 DNR SRF Interest Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E50 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	1,719,345.00	138,213.80	811,656.01	907,688.99	179,423.76	728,265.23	42.36
	Dept 530 Sub Totals:	1,531,345.00	127,207.03	666,084.10	865,260.90	179,423.76		
Dept 500-610								
R03	INTER-GOVERNMENTAL							
500-610-4200-520	Grant Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-610-4205-610	MIRMA Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R03 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R04	CHARGES FOR SERVICES							
500-610-3520-610	Pretreatment/Surcharge WW	82,000.00	6,640.73	70,726.58	11,273.42	0.00	11,273.42	13.75
500-610-3590-610	Billings to Customers WW	3,102,194.00	213,919.42	1,647,641.95	1,454,552.05	0.00	1,454,552.05	46.89
500-610-3610-610	Sewer Saddle Charges	3,000.00	0.00	225.00	2,775.00	0.00	2,775.00	92.50
	R04 Sub Totals:	3,187,194.00	220,560.15	1,718,593.53	1,468,600.47	0.00	1,468,600.47	46.08
R06	REVENUE FROM USE OF ASSET							
500-610-4760-520	Filtration Insurance Claims	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-610-4760-610	Insurance Claims	0.00	0.00	5,397.61	-5,397.61	0.00	-5,397.61	0.00
500-610-4820-610	Wastewater Sale of Property	0.00	0.00	2,710.00	-2,710.00	0.00	-2,710.00	0.00
	R06 Sub Totals:	0.00	0.00	8,107.61	-8,107.61	0.00	-8,107.61	0.00
R07	OTHER INCOME							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
500-610-4800-520	Filtration Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-610-4800-610	Wastewater Misc. Revenue	0.00	0.00	163.20	-163.20	0.00	-163.20	0.00
	R07 Sub Totals:	0.00	0.00	163.20	-163.20	0.00	-163.20	0.00
	Revenue Sub Totals:	3,187,194.00	220,560.15	1,726,864.34	1,460,329.66	0.00	1,460,329.66	45.82
E02	DEPRECIATION EXPENSE							
500-610-5990-610	Depreciation	600,000.00	0.00	0.00	600,000.00	0.00	600,000.00	100.00
	E02 Sub Totals:	600,000.00	0.00	0.00	600,000.00	0.00	600,000.00	100.00
E10	PERSONNEL							
500-610-5185-520	Pension Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-610-5185-610	Pension Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E10 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E20	OPERATING COSTS							
500-610-5250-610	Wastewater Rent Expense	9,700.00	808.34	6,466.72	3,233.28	0.00	3,233.28	33.33
500-610-5260-520	Water Plant Prof. Services	19,650.00	40.00	5,940.53	13,709.47	9,918.00	3,791.47	19.30
500-610-5260-610	Wastewater Prof. Services	33,766.00	1,799.35	24,514.11	9,251.89	378.30	8,873.59	26.28
500-610-5300-520	Water Plant Insurance & Bonds	84,786.00	0.00	0.00	84,786.00	0.00	84,786.00	100.00
500-610-5300-610	Wastewater Insurance & Bonds	51,960.00	0.00	0.00	51,960.00	0.00	51,960.00	100.00
500-610-5320-520	Water Plant Facility Maint.	15,000.00	3,926.95	6,238.50	8,761.50	0.00	8,761.50	58.41
500-610-5320-610	Wastewater Facility Maint.	20,000.00	0.00	1,970.00	18,030.00	0.00	18,030.00	90.15
500-610-5330-520	Water Plant Equipment Maint.	10,000.00	0.00	1,323.68	8,676.32	0.00	8,676.32	86.76
500-610-5330-610	Wastewater Equipment Maint.	82,500.00	591.27	20,787.25	61,712.75	37,536.36	24,176.39	29.30
500-610-5530-520	Water Plant Fuels/Lubricants	1,200.00	86.33	1,023.82	176.18	0.00	176.18	14.68
500-610-5530-610	Wastewater Fuels/Lubricants	23,352.00	1,773.52	12,364.14	10,987.86	0.00	10,987.86	47.05
500-610-5590-520	Water Plant General Supplies	200.00	0.00	88.38	111.62	0.00	111.62	55.81
500-610-5590-610	Wastewater General Supplies	525.00	0.00	64.26	460.74	0.00	460.74	87.76
500-610-5620-610	Wastewater Line Repair	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	100.00
500-610-5700-520	Filtration Comp., Software	196.00	0.00	0.00	196.00	0.00	196.00	100.00
500-610-5700-610	Wastewater Comp., Software	196.00	0.00	208.27	-12.27	0.00	-12.27	0.00
500-610-5800-520	Alliance Contract	282,852.00	22,263.31	190,727.27	92,124.73	0.00	92,124.73	32.57
500-610-5800-610	Alliance Contract	930,768.00	74,533.69	638,521.73	292,246.27	0.00	292,246.27	31.40
500-610-6300-520	Filtration Electricity	346,578.00	24,470.12	182,929.79	163,648.21	0.00	163,648.21	47.22
500-610-6300-610	Wastewater Electricity	259,109.00	20,074.45	123,323.17	135,785.83	0.00	135,785.83	52.40
500-610-6310-520	Filtration Heating Fuels	9,905.00	241.15	9,855.44	49.56	0.00	49.56	0.50
500-610-6310-610	Wastewater Heating Fuels	7,350.00	0.00	2,016.01	5,333.99	0.00	5,333.99	72.57
500-610-6350-520	Filtration Phones	10,521.00	172.24	6,250.11	4,270.89	0.00	4,270.89	40.59
500-610-6350-610	Wastewater Phones	9,765.00	410.04	5,044.75	4,720.25	0.00	4,720.25	48.34
500-610-6390-610	Wastewater Minor Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E20 Sub Totals:	2,212,879.00	151,190.76	1,239,657.93	973,221.07	47,832.66	925,388.41	41.82
E30	CAPITAL OUTLAY							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
500-610-5780-520	Filtration Cap. Vehicles	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-610-5780-610	WW Vehicle	84,763.00	0.00	0.00	84,763.00	0.00	84,763.00	100.00
500-610-5790-520	Filtration Capital- Other	332,562.00	0.00	34,866.70	297,695.30	127,265.00	170,430.30	51.25
500-610-5790-610	WW Capital Equipment	537,437.00	0.00	339,019.29	198,417.71	0.00	198,417.71	36.92
500-610-5810-619	WW Line Capital Improvemt	1,056,491.00	0.00	19,364.05	1,037,126.95	152,677.94	884,449.01	83.72
	E30 Sub Totals:	2,011,253.00	0.00	393,250.04	1,618,002.96	279,942.94	1,338,060.02	66.53
	Expense Sub Totals:	4,824,132.00	151,190.76	1,632,907.97	3,191,224.03	327,775.60	2,863,448.43	59.36
	Dept 610 Sub Totals:	1,636,938.00	-69,369.39	-93,956.37	1,730,894.37	327,775.60		
Dept 500-640								
R90	TRANSFERS IN							
500-640-3990-641	Transfer for TIF 2012	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R90 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E02	DEPRECIATION EXPENSE							
500-640-5980-640	Depreciation Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E02 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E50	DEBT SERVICE - INTEREST & FI							
500-640-5920-646	Interest on 2009B	32,247.00	0.00	14,644.58	17,602.42	0.00	17,602.42	54.59
500-640-5920-648	2011 Water Imprm Interest Exp.	74,376.00	0.00	34,414.30	39,961.70	0.00	39,961.70	53.73
500-640-5930-645	Other Debt Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00
500-640-5930-646	Paying Agent Fee - 2009B	10,678.00	0.00	6,072.88	4,605.12	0.00	4,605.12	43.13
500-640-5930-648	2011 Water Impr. Adm Fees	24,628.00	0.00	13,307.66	11,320.34	0.00	11,320.34	45.97
	E50 Sub Totals:	141,929.00	0.00	68,439.42	73,489.58	0.00	73,489.58	51.78
	Expense Sub Totals:	141,929.00	0.00	68,439.42	73,489.58	0.00	73,489.58	51.78
	Dept 640 Sub Totals:	141,929.00	0.00	68,439.42	73,489.58	0.00		
	Fund Revenue Sub Totals:	10,316,093.00	793,774.22	5,880,161.15	4,435,931.85	0.00	4,435,931.85	43.00
	Fund Expense Sub Totals:	10,542,601.00	573,155.12	4,753,208.49	5,789,392.51	508,699.36	5,280,693.15	50.09
	Fund 500 Sub Totals:	226,508.00	-220,619.10	-1,126,952.66	1,353,460.66	508,699.36		
Fund 653	FEMA DR 4250 Flooding							
Dept 653-653	FEMA DR 4250 Flooding							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
R03	INTER-GOVERNMENTAL							
653-653-4660-653	FEMA Flooding Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R03 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E20	OPERATING COSTS							
653-653-5590-653	FEMA Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E20 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 653 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund 653 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Fund 654	FEMA DR Flooding							
Dept 654-654	FEMA DR Flooding							
R03	INTER-GOVERNMENTAL							
654-654-4660-654	FEMA DR Flooding Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R03 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 654 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund 654 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Fund 680	CDBG Public Service Pass Through							
Dept 680-000	Non-Departmental							
R03	INTER-GOVERNMENTAL							
680-000-2099-000	CDBG transfer fm	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R03 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 000 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Dept 680-610								
R03	INTER-GOVERNMENTAL							
680-610-4450-000	CDBG Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R03 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 610 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
	Fund Revenue Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund 680 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Fund 700	Abbott Brothers Trust							
Dept 700-000	Non-Departmental							
E90	TRANSFERS OUT							
700-000-3243-000	Transfer to Parks Department	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E90 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 000 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
Dept 700-700								
R06	REVENUE FROM USE OF ASSET							
700-700-4570-700	Farm Proceeds	2,700.00	0.00	0.00	2,700.00	0.00	2,700.00	100.00
700-700-4700-700	Int. Earned-Abbott Brothers Fd	75.00	142.04	966.42	-891.42	0.00	-891.42	0.00
	R06 Sub Totals:	2,775.00	142.04	966.42	1,808.58	0.00	1,808.58	65.17
R07	OTHER INCOME							
700-700-4760-700	Farm Insurance Claims	0.00	0.00	2,314.00	-2,314.00	0.00	-2,314.00	0.00
	R07 Sub Totals:	0.00	0.00	2,314.00	-2,314.00	0.00	-2,314.00	0.00
	Revenue Sub Totals:	2,775.00	142.04	3,280.42	-505.42	0.00	-505.42	0.00
E20	OPERATING COSTS							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
700-700-5300-700	Insurance and Bonds	200.00	0.00	0.00	200.00	0.00	200.00	100.00
700-700-5440-700	Real Estate Taxes	158.00	0.00	153.00	5.00	0.00	5.00	3.16
	E20 Sub Totals:	358.00	0.00	153.00	205.00	0.00	205.00	57.26
	Expense Sub Totals:	358.00	0.00	153.00	205.00	0.00	205.00	57.26
	Dept 700 Sub Totals:	-2,417.00	-142.04	-3,127.42	710.42	0.00		
	Fund Revenue Sub Totals:	2,775.00	142.04	3,280.42	-505.42	0.00	-505.42	0.00
	Fund Expense Sub Totals:	358.00	0.00	153.00	205.00	0.00	205.00	57.26
	Fund 700 Sub Totals:	-2,417.00	-142.04	-3,127.42	710.42	0.00		
Fund 710	Morse Park Trust							
Dept 710-710								
R06	REVENUE FROM USE OF ASSET							
710-710-4700-710	Interest Earned-Morse Park Fd	13.00	11.05	75.19	-62.19	0.00	-62.19	0.00
	R06 Sub Totals:	13.00	11.05	75.19	-62.19	0.00	-62.19	0.00
	Revenue Sub Totals:	13.00	11.05	75.19	-62.19	0.00	-62.19	0.00
	Dept 710 Sub Totals:	-13.00	-11.05	-75.19	62.19	0.00		
	Fund Revenue Sub Totals:	13.00	11.05	75.19	-62.19	0.00	-62.19	0.00
	Fund Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund 710 Sub Totals:	-13.00	-11.05	-75.19	62.19	0.00		
Fund 800	Street Department Sales Tax							
Dept 800-000	Non-Departmental							
E90	TRANSFERS OUT							
800-000-3200-000	Sales Tax to TIF	0.00	0.00	0.00	0.00	0.00	0.00	0.00
800-000-3216-000	Transfer to Airport -Land	5,660.00	471.67	3,773.36	1,886.64	0.00	1,886.64	33.33
800-000-3220-000	Transfer to 2012A&B Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
800-000-3285-000	Trns to Capital Improvement	596,036.00	0.00	261,955.54	334,080.46	0.00	334,080.46	56.05
	E90 Sub Totals:	601,696.00	471.67	265,728.90	335,967.10	0.00	335,967.10	55.84
	Expense Sub Totals:	601,696.00	471.67	265,728.90	335,967.10	0.00	335,967.10	55.84

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Dept 000 Sub Totals:	601,696.00	471.67	265,728.90	335,967.10	0.00		
Dept 800-800	Street Dept							
R01	TAXES							
800-800-4030-800	Transportation Sales Tax	1,018,758.00	103,336.46	811,172.24	207,585.76	0.00	207,585.76	20.38
800-800-4090-800	Vehicle Sales Tax	85,000.00	12,334.76	88,278.94	-3,278.94	0.00	-3,278.94	0.00
800-800-4130-800	Sanitation Enforcement	15,800.00	0.00	8,688.08	7,111.92	0.00	7,111.92	45.01
800-800-4280-800	Gasoline Tax	318,150.00	38,736.23	304,774.97	13,375.03	0.00	13,375.03	4.20
	R01 Sub Totals:	1,437,708.00	154,407.45	1,212,914.23	224,793.77	0.00	224,793.77	15.64
R02	LICENSES AND PERMITS							
800-800-4180-800	Vehicle License Fees	54,540.00	5,814.93	36,532.69	18,007.31	0.00	18,007.31	33.02
	R02 Sub Totals:	54,540.00	5,814.93	36,532.69	18,007.31	0.00	18,007.31	33.02
R03	INTER-GOVERNMENTAL							
800-800-4850-800	TDD Road Mtce Contract	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R03 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R06	REVENUE FROM USE OF ASSET							
800-800-4700-800	Interest Earned-Street Fund	4,000.00	6,914.03	46,881.05	-42,881.05	0.00	-42,881.05	0.00
800-800-4820-800	Street Sale of Property	0.00	0.00	12,660.00	-12,660.00	0.00	-12,660.00	0.00
	R06 Sub Totals:	4,000.00	6,914.03	59,541.05	-55,541.05	0.00	-55,541.05	0.00
R07	OTHER INCOME							
800-800-4800-800	Street Department Misc.	349,425.00	0.00	350,775.25	-1,350.25	0.00	-1,350.25	0.00
	R07 Sub Totals:	349,425.00	0.00	350,775.25	-1,350.25	0.00	-1,350.25	0.00
	Revenue Sub Totals:	1,845,673.00	167,136.41	1,659,763.22	185,909.78	0.00	185,909.78	10.07
E10	PERSONNEL							
800-800-5010-800	Street Salaries	394,769.00	44,100.57	266,349.60	128,419.40	0.00	128,419.40	32.53
800-800-5020-800	Street Overtime	18,000.00	1,824.73	11,672.73	6,327.27	0.00	6,327.27	35.15
800-800-5030-800	Street Part Time	12,000.00	0.00	0.00	12,000.00	0.00	12,000.00	100.00
800-800-5070-800	Availability Allowance	1,440.00	120.00	960.00	480.00	0.00	480.00	33.33
800-800-5170-800	Street Social Security	32,342.00	3,472.81	20,946.21	11,395.79	0.00	11,395.79	35.24
800-800-5180-800	Street Retirement	20,539.00	2,368.74	12,873.78	7,665.22	0.00	7,665.22	37.32
800-800-5190-800	Street Health Insurance	67,975.00	4,846.68	38,789.11	29,185.89	0.00	29,185.89	42.94
800-800-5210-800	Street Workers Compensation	18,518.00	0.00	0.00	18,518.00	0.00	18,518.00	100.00
800-800-5360-800	Street Member/Training/Travel	1,540.00	0.00	884.64	655.36	0.00	655.36	42.56
800-800-5380-800	Street Uniforms	5,240.00	0.00	3,324.65	1,915.35	0.00	1,915.35	36.55
	E10 Sub Totals:	572,363.00	56,733.53	355,800.72	216,562.28	0.00	216,562.28	37.84
E20	OPERATING COSTS							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
800-800-5260-360	Street TIF Professional Srvc	100,000.00	0.00	25,138.64	74,861.36	0.00	74,861.36	74.86
800-800-5260-800	Street Professional Services	21,367.00	308.12	15,671.85	5,695.15	2,500.00	3,195.15	14.95
800-800-5300-800	Street Insurance & Bonds	8,691.00	0.00	0.00	8,691.00	0.00	8,691.00	100.00
800-800-5320-800	Street Facility Maintenance	10,000.00	2,850.13	4,733.80	5,266.20	0.00	5,266.20	52.66
800-800-5330-800	Street Equipment Maintenance	52,500.00	2,457.02	51,808.45	691.55	0.00	691.55	1.32
800-800-5530-800	Street Fuels/Lubricants	42,000.00	3,147.02	27,844.03	14,155.97	0.00	14,155.97	33.70
800-800-5580-800	Street Maintenance Materials	80,000.00	8,715.46	39,960.43	40,039.57	0.00	40,039.57	50.05
800-800-5590-800	Street General Supplies	3,675.00	107.85	1,531.51	2,143.49	0.00	2,143.49	58.33
800-800-5600-800	Street Signs and Markings	31,500.00	0.00	8,586.25	22,913.75	1,662.40	21,251.35	67.46
800-800-5700-800	Street Computers, Software	3,755.00	0.00	660.16	3,094.84	0.00	3,094.84	82.42
800-800-6300-800	Street Electricity	6,372.00	0.00	14,765.80	-8,393.80	0.00	-8,393.80	0.00
800-800-6310-800	Street Heating Fuels	2,782.00	125.93	2,640.77	141.23	0.00	141.23	5.08
800-800-6340-800	Street Lights	164,877.00	302.50	95,663.43	69,213.57	0.00	69,213.57	41.98
800-800-6350-800	Street Phones	5,103.00	389.95	3,612.64	1,490.36	0.00	1,490.36	29.21
800-800-6390-800	Street Minor Equipment	4,725.00	41.74	661.75	4,063.25	0.00	4,063.25	85.99
	E20 Sub Totals:	537,347.00	18,445.72	293,279.51	244,067.49	4,162.40	239,905.09	44.65
E30	CAPITAL OUTLAY							
800-800-5800-800	Street Contracts Street	1,167,864.00	0.00	502,094.41	665,769.59	0.00	665,769.59	57.01
800-800-6380-800	Lease Purchase Payments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E30 Sub Totals:	1,167,864.00	0.00	502,094.41	665,769.59	0.00	665,769.59	57.01
	Expense Sub Totals:	2,277,574.00	75,179.25	1,151,174.64	1,126,399.36	4,162.40	1,122,236.96	49.27
	Dept 800 Sub Totals:	431,901.00	-91,957.16	-508,588.58	940,489.58	4,162.40		
	Fund Revenue Sub Totals:	1,845,673.00	167,136.41	1,659,763.22	185,909.78	0.00	185,909.78	10.07
	Fund Expense Sub Totals:	2,879,270.00	75,650.92	1,416,903.54	1,462,366.46	4,162.40	1,458,204.06	50.64
	Fund 800 Sub Totals:	1,033,597.00	-91,485.49	-242,859.68	1,276,456.68	4,162.40		
Fund 833	Transportation Development							
Dept 833-833								
R03	INTER-GOVERNMENTAL							
833-833-4851-833	TDD Road Mtce Agreement	24,025.00	0.00	28,991.98	-4,966.98	0.00	-4,966.98	0.00
	R03 Sub Totals:	24,025.00	0.00	28,991.98	-4,966.98	0.00	-4,966.98	0.00
R06	REVENUE FROM USE OF ASSET							
833-833-4700-833	Interest Earned-TDD Mtce	0.00	439.27	2,822.69	-2,822.69	0.00	-2,822.69	0.00
	R06 Sub Totals:	0.00	439.27	2,822.69	-2,822.69	0.00	-2,822.69	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Revenue Sub Totals:	24,025.00	439.27	31,814.67	-7,789.67	0.00	-7,789.67	0.00
	Dept 833 Sub Totals:	-24,025.00	-439.27	-31,814.67	7,789.67	0.00		
	Fund Revenue Sub Totals:	24,025.00	439.27	31,814.67	-7,789.67	0.00	-7,789.67	0.00
	Fund Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fund 833 Sub Totals:	-24,025.00	-439.27	-31,814.67	7,789.67	0.00		
Fund 900	Street/Bridge Sales Tax							
Dept 900-000	Non-Departmental							
E55	DEBT SERVICE - PRINCIPLE							
900-000-3273-000	Transfer to 2013 SpObl Bond	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E55 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E90	TRANSFERS OUT							
900-000-3221-000	Transfer to 2021 Series DS	233,903.00	0.00	243,475.00	-9,572.00	0.00	-9,572.00	0.00
	E90 Sub Totals:	233,903.00	0.00	243,475.00	-9,572.00	0.00	-9,572.00	0.00
	Expense Sub Totals:	233,903.00	0.00	243,475.00	-9,572.00	0.00	-9,572.00	0.00
	Dept 000 Sub Totals:	233,903.00	0.00	243,475.00	-9,572.00	0.00		
Dept 900-900								
R01	TAXES							
900-900-4030-900	Street/Bridge Sales Tax	339,502.00	34,419.16	270,308.38	69,193.62	0.00	69,193.62	20.38
	R01 Sub Totals:	339,502.00	34,419.16	270,308.38	69,193.62	0.00	69,193.62	20.38
R06	REVENUE FROM USE OF ASSET							
900-900-4700-900	Interest Earned-Street Bridge	0.00	2,690.12	19,077.10	-19,077.10	0.00	-19,077.10	0.00
	R06 Sub Totals:	0.00	2,690.12	19,077.10	-19,077.10	0.00	-19,077.10	0.00
	Revenue Sub Totals:	339,502.00	37,109.28	289,385.48	50,116.52	0.00	50,116.52	14.76
	Dept 900 Sub Totals:	-339,502.00	-37,109.28	-289,385.48	-50,116.52	0.00		
	Fund Revenue Sub Totals:	339,502.00	37,109.28	289,385.48	50,116.52	0.00	50,116.52	14.76
	Fund Expense Sub Totals:	233,903.00	0.00	243,475.00	-9,572.00	0.00	-9,572.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund 900 Sub Totals:	-105,599.00	-37,109.28	-45,910.48	-59,688.52	0.00		
	Revenue Totals:	50,548,188.00	2,385,176.99	23,522,216.12	27,025,971.88	0.00	27,025,971.88	53.47
	Expense Totals:	54,897,447.01	1,727,313.52	21,897,275.93	33,000,171.08	3,781,999.20	29,218,171.88	53.22
	Report Totals:	4,349,259.01	-657,863.47	-1,624,940.19	5,974,199.20	3,781,999.20		

General Ledger

Fund Balance

31-May-24

Sort Level	Description	FY2024 Fund Balance Beg Bal	Revenue End Bal	Expense End Bal	Total End Bal
100	General Fund	9,905,280.85	$ 6,507,329.90	$ 5,377,855.75	$ 11,034,755.00
120	Police Grants	10,338.47	$ -	$ 4,619.93	$ 5,718.54
124	Shop With a Cop	3,850.85	$ 14,700.50	$ 17,067.09	$ 1,484.26
130	Fire Sales Tax	603,538.11	$ 1,766,059.16	$ 1,616,007.73	$ 753,589.54
170	Drainage Sales Tax	1,399,634.46	$ 530,856.01	$ 1,442,815.87	$ 487,674.60
175	Senior Center Sales Tax	234,238.89	$ 139,808.07	$ 106,233.55	$ 267,813.41
180	Parks Sales Tax	690,071.29	$ 592,974.90	$ 616,333.58	$ 666,712.61
195	Auditorium Sales Tax	1,132,454.26	$ 454,794.30	$ 449,806.84	$ 1,137,441.72
212	2012 A&B	-	$ -	$ -	$ -
213	2013 Series Spc Obl Bond	-	$ -	$ -	$ -
214	2014 A&B Series	-	$ -	$ -	$ -
216	2016 Series COPs	314,375.99	$ 233,075.55	$ 233,700.55	$ 313,750.99
221	2021 Special Obligation Bonds	2,316.02	$ 486,990.10	$ 487,586.00	$ 1,720.12
290	Employee Insurance	26,646.66	$ 615,230.66	$ 609,096.10	$ 32,781.22
300	Economic Development Sales Tax	154,516.19	$ 3,922,873.75	$ 3,811,165.63	$ 266,224.31
310	Hotel/Motel Tax	293,042.49	$ 76,140.84	$ 92,413.40	$ 276,769.93
450	Golf Course	573,079.82	$ 316,902.25	$ 618,833.88	$ 271,148.19
500	Water/Wastewater	19,125,194.35	$ 5,880,161.15	$ 4,753,208.49	$ 20,252,147.01
653	FEMA DR4250	25,573.84	$ -	$ -	$ 25,573.84
654	FEMA DR-4317	30,027.40	$ -	$ -	$ 30,027.40
680	CDBG Public Service Pass Through	100.00	$ -	$ -	$ 100.00
700	Abbott Brothers Trust	44,971.36	$ 3,280.42	$ 153.00	$ 48,098.78
710	Morse Park Trust	3,666.12	$ 75.19	$ -	$ 3,741.31
800	Street Department Sales Tax	2,291,569.81	$ 1,659,763.22	$ 1,416,903.54	$ 2,534,429.49
833	TDD Maintenance	116,936.43	$ 31,814.67	$ -	$ 148,751.10
900	Street/Bridge Sales Tax	929,399.98	$ 289,385.48	$ 243,475.00	$ 975,310.46
Grand Total		**$ 37,910,823.64**	**$ 23,522,216.12**	**$ (21,897,275.93)**	**$ 39,535,763.83**

CITY OF NEOSHO
INVESTMENT ACCOUNT
CASH BALANCES (RECONCILED)*
May 31, 2024

Description of Account		Availability	Account Type at Bank	TOTAL	General Fund	Fire	Drainage	Senior Center	Parks	Auditorium	Economic Development	Streets	Street Bridge	Golf	Water/ Wastewater
General Operations	Commerce	Use as needed - Operating & C	Checking - Interest Bearing	14,945,449.08	6,275,452.02	619,589.56	307,252.43	230,007.04	528,827.57	1,027,556.81	641,796.11	2,490,071.17	910,962.61	32,549.06	1,794,984.98
Public Safety				1,737,840.14	1,737,840.14										
Restricted				1,801,004.17	1,704,886.93			-						96,117.24	
Reward Donations				-	-										
I.O.O.F. Cemetery				(302,149.54)	(302,149.54)										
Cleaning Deposits				2,362.98	2,362.98										
Water Meter Deposits				62,751.54											62,751.54
Cash in Bank - PD	Commerce	Not Available for use - unless	Checking - Interest Bearing	5,718.54	5,718.54										
Shop With A Cop				1,348.19											
D.A.R.E Program				-											
Hotel/Motel Tax				314,394.93											
Replacement reserves				1,027,580.75											1,027,580.75
Meter Replacement Reserv				494,886.49											494,886.49
W/WW Replacement Reserves				2,672,943.93											2,672,943.93
Sewer District 17 - Debt & Mtce				-											-
City Held Debt Service Reserves				1,720.12											
FEMA DR				55,601.24											
		Total cash balances	**Total cash on hand**	**22,821,452.56**	**9,424,111.07**	**619,589.56**	**307,252.43**	**230,007.04**	**528,827.57**	**1,027,556.81**	**641,796.11**	**2,490,071.17**	**910,962.61**	**128,666.30**	**6,053,147.69**

Description of A	FEMA	Police Grant/ Spec Rev		Hotel/Motel Tax	Transportation Grants	Community Dev Grants	TIF	Employee Insurance	Payroll Revolving	Debt Service Funds	Abbott/Morse Trusts
General Operations					-	-	-	36,434.63	-	(1,875.00)	51,840.09
City Held Debt Service Reserves										1,720.12	
D.A.R.E Program		-									
Shop With A Cop		1,348.19									
Police Grants											
Hotel/Motel Tax				314,394.93							
FEMA DR4250	25,573.84										
FEMA DR4317	30,027.40										
	55,601.24	**1,348.19**	**-**	**314,394.93**	**-**	**-**	**-**	**36,434.63**	**-**	**(154.88)**	**51,840.09**

Negative Funds	**Negative Funds**	**Negative Funds**	**Negative Funds**	**36,434.63**
Net General Fund	**Net General Fund**	**Net General Fund**	**:t General Fund**	**$ 9,460,545.70**

Reconciled cash balances above do not reflect the effect of pending reconciling items shown on bank reconcilations.

City of Neosho
Bank Reconciliation - Master Account
May 31, 2024

Bank:

Bank Balance	$	197,990.69
O/S Springbrook Checks		(142,597.47)
Reconciled Bank Balance	$	55,393.22

Book:

Description			
100-000-1000-000	General Fund Master Account	$	55,254.74
120-000-1000-000	Law Enforcement Master Account	$	-
124-000-1000-000	Shop With a Cop Master Account	$	-
126-000-1000-000	D.A.R.E Master Account	$	-
130-000-1000-000	Fire Dept Master Account	$	108.00
170-000-1000-000	Drainage Master Account	$	-
175-000-1000-000	Senior Center Master Account	$	-
180-000-1000-000	Parks Master Account	$	-
195-000-1000-000	Auditorium Master Account	$	-
205-000-1000-000	Payroll Master Account	$	-
212-000-1000-000	2012 A&B Master Account	$	-
213-000-1000-000	2013 SERIES MASTER ACCOUNT	$	-
214-000-1000-000	2014 Series Master Account	$	-
216-000-1000-000	2016 Series Master Account	$	-
221-000-1000-000	221 Series Master Account	$	-
230-000-1000-000	2003 COP Master Account	$	-
260-000-1000-000	2006 A&B Master Account	$	-
270-000-1000-000	2007 A&B Master Account	$	-
275-000-1000-000	STAR LOAN Master Account	$	-
280-000-1000-000	2010 Master Account	$	-
290-000-1000-000	Employee Insurance Master Acct	$	-
300-000-1000-000	Economic Develop. Master Acct	$	-
310-000-1000-000	Hotel/Motel Master Account	$	-
360-000-1000-000	TIF Master Account	$	-
450-000-1000-000	Golf Course Master Account	$	-
500-000-1000-000	Water/Wastewater Master Acct	$	-
620-000-1000-000	Community Develop. Master Acct	$	-
650-000-1000-000	FEMA DR-1961 Master Account	$	-
651-000-1000-000	FEMA DR-1980 Master Account	$	-
652-000-1000-000	Cash in Bank/Joplin Disaster	$	-
653-000-1000-000	FEMA DR4250	$	-
680-000-1000-000	CDBG Public Srvce Pass Through	$	-
700-000-1000-000	Abbott Brothers Master Account	$	-
710-000-1000-000	Morse Park Fund Master Account	$	-
800-000-1000-000	Street Fund Master Account	$	-
900-000-1000-000	Street /Bridge Fd Master Acct	$	-
		$	55,362.74

Reconciling Items to be JE'd:

Stop pay returned bank June		30.48
Reconciled Book Balance		55,393.22
	$	-

City of Neosho
Bank Reconciliation - Investment Account
May 31, 2024

Bank:

Bank Balance		$ 22,756,038.62
Credit Cards Online Deposit outstanding		5,313.65
Credit Cards Deposit outstanding		104.04
Deposit Outstanding		4,899.58
Reconciled Bank Balance		$ 22,766,355.89

Book:

100-000-1200-000	General Fund Investment Acct	$	6,036,103.64
100-000-1202-000	Public Safety Sales Tax	$	1,737,840.14
100-000-1203-000	Cleaning Deposit Investmt Acct	$	2,362.98
100-000-1204-000	I.O.O.F. Trust	$	169,755.03
100-000-1215-000	ARPA Investment Account	$	1,704,886.93
100-000-1218-000	City Hall Donated Funds	$	287.19
100-000-1219-000	Donated Rewards	$	-
100-000-1220-000	Confiscated Cash	$	14,051.42
100-000-1224-000	I.O.O.F. Cemetery	$	(302,149.54)
120-000-1200-000	Law Enforcement Investmnt Acct	$	5,718.54
124-000-1200-000	Shop With a Cop Investmnt Acct	$	1,348.19
124-000-1202-000	Halloween Bash Investment Acct	$	136.07
126-000-1200-000	D.A.R.E. Investment Account	$	-
130-000-1200-000	Fire Dept Investment Account	$	619,481.56
170-000-1200-000	Drainage Investment Account	$	279,251.39
170-000-1204-000	Project Grant - Lime Kiln Dam	$	28,001.04
175-000-1200-000	Senior Center Investment Acct	$	230,007.04
175-000-1208-000	Senior Center Maintenance Reserve	$	-
180-000-1200-000	Parks Investment Account	$	528,827.57
180-000-1205-000	SkatePark Donations	$	-
180-000-1206-000	Park Fund Investmnt Acct	$	-
195-000-1200-000	Auditorium Investment Account	$	1,027,556.81
212-000-1200-000	2012 A&B Investment Account	$	-
213-000-1200-000	2013 INVESTMENT ACCOUNT	$	-
213-000-1234-000	2013 Reserved Cash	$	-
214-000-1200-000	2014 Series Investment Account	$	-
216-000-1200-000	2016 Series Investment Account	$	(1,875.00)
221-000-1200-000	2021 Series Investment Account	$	1,720.12
260-000-1200-000	2006 Bond Investment Account	$	-
270-000-1200-000	2007 Bond Investment Account	$	-
275-000-1200-000	STAR LOAN Investment Account	$	-
280-000-1200-000	2010 Investment Account	$	-
290-000-1200-000	Employee Ins. Investment Acct	$	36,434.63
300-000-1200-000	Economic Devel Investment Acct	$	641,796.11
310-000-1200-000	Hotel/Motel Investment Account	$	314,394.93
310-000-1233-000	Investment Acct Motel Tax	$	-
360-000-1200-000	TIF Sales Tax Investment Acct	$	-
360-000-1201-000	TIF Real Estate Investmnt Acct	$	-
450-000-1200-000	Golf Course Investment Account	$	32,549.06
450-000-1205-000	Golf Course Advertising	$	12,509.65
450-000-1209-000	Golf Course Replacement Reserve	$	83,607.59
500-000-1200-000	Water/WW Investment Acct	$	1,794,984.98
500-000-1206-000	Slip Lining Reserve	$	110,924.75
500-000-1207-000	Invest Acct Meter Deposit	$	62,751.54
500-000-1208-000	Main Replacement	$	916,656.00
500-000-1209-000	Meter Replacement Reserve	$	494,886.49
500-000-1210-000	Wastewater Rplcmt Reserve	$	997,324.23
500-000-1214-000	Water Replacement Reserve	$	1,675,619.70
500-000-1269-000	Inv Acct Sewer Dist.#17	$	-
600-000-1200-000	Pedestrian Trail Investmt Acct	$	-
620-000-1200-000	Community Devel. Investmt Acct	$	-
650-000-1200-000	FEMA DR-1961 Investment Acct	$	-
651-000-1200-000	FEMA DR-1980 Investment Acct	$	-
652-000-1200-000	Inv Acct Joplin Disaster	$	-
653-000-1200-000	FEMA DR 4250 Investment	$	25,573.84
654-000-1200-000	FEMA DR 4317 Investment	$	30,027.40
680-000-1200-000	CDBG Public Srvce Pass Through	$	100.00
700-000-1200-000	Abbott Brothers Investmnt Acct	$	48,098.78
710-000-1200-000	Morse Park Fund Investmnt Acct	$	3,741.31
800-000-1200-000	Street Fund Investment Account	$	2,341,320.07
833-000-1200-000	TDD Maintenance	$	148,751.10
900-000-1200-000	Street/Bridge Fd Investmt Acct	$	910,962.61
			22,766,325.89

Reconciling Items to be JE'd:

License fee 5/31 pd online processed June	30
	$ 22,766,355.89
	$ -

Bank Reconcile and Adjustments

Newton County - 40th Judicial Circuit
NEOSHO MUNICIPAL
Bank Account: [redacted] **Muni Checking**
Reconciled on 05/31/2024

Printed On: **06/11/2024 09:26:18 AM** Printed By: [redacted]

Reconciliation Information

Field	-/+	Amount	
Bank Statement Ending Balance		$42,352.54	
Interest Earned	-		
Bank Charges	+		
Deposits in Transit	+	$3,349.45	
Outstanding Checks	-	$34,149.81	
Statement Adjustments (Negative)	-	$1,174.25	
Statement Adjustments (Positive)	+	$325.00	
Adjusted Statement Balance	=	$10,702.93	
General Ledger Account Balance	-	$10,702.93	**GL Discrepancy** = $0.00
Open Items List Total	=		**OI Discrepancy** =

Statement Adjustments

Negative Adjustment Description	Amount	Cutoff Date
2024 05 31 Missouri debt offset payment receipted at bank but not posted to SMC until June.	$581.34	05/31/2024
Net Deposit Error	$0.70	05/31/2024
Disputed credit card not charged back at bank (see December 2021 bank reconciliation	$269.00	05/31/2024
E-Statement Rewards	$10.00	05/31/2024
M[redacted]needs received	$40.00	05/31/2024
O[redacted]needs received (Cut off 10/31/2021)	$173.21	05/31/2024
Receipt [redacted]oided Receip[redacted]for insufficient funds but not debited from bank.	$50.00	05/31/2024
[redacted]tolen Credit Card - awaiting dispute	$50.00	05/31/2024

Total Negative Adjustment: $1,174.25

Positive Adjustment Description	Amount	Cutoff Date
2024 03 12 Check return debited at bank but not posted to SMC.	$225.00	05/31/2024
Receipt No[redacted] processed in old NCR system. Not receipted by bank.	$50.00	05/31/2024
Receipt [redacted] processed in old NCR system. Not receipted at bank.	$50.00	05/31/2024

Total Positive Adjustment: $325.00

City of Neosho
Bank Reconciliation - Sweep Account
May 31, 2024

Bank:

Bank Balance	$	1,500.00
O/S Springbrook Checks		-
Reconciled Bank Balance	$	1,500.00

Book:

Description			
100-000-1006-000	General Fund Master Account	$	1,500.00
120-000-1006-000	Law Enforcement Master Account	$	-
124-000-1006-000	Shop With a Cop Master Account	$	-
126-000-1006-000	D.A.R.E Master Account	$	-
130-000-1006-000	Fire Dept Master Account	$	-
170-000-1006-000	Drainage Master Account	$	-
175-000-1006-000	Senior Center Master Account	$	-
180-000-1006-000	Parks Master Account	$	-
195-000-1006-000	Auditorium Master Account	$	-
205-000-1006-000	Payroll Master Account	$	-
212-000-1006-000	2012 A&B Master Account	$	-
213-000-1006-000	2013 SERIES MASTER ACCOUNT	$	-
214-000-1006-000	2014 Series Master Account	$	-
216-000-1006-000	2016 Series Master Account	$	-
230-000-1006-000	2003 COP Master Account	$	-
260-000-1006-000	2006 A&B Master Account	$	-
270-000-1006-000	2007 A&B Master Account	$	-
275-000-1006-000	STAR LOAN Master Account	$	-
280-000-1006-000	2010 Master Account	$	-
290-000-1006-000	Employee Insurance Master Acct	$	-
300-000-1006-000	Economic Develop. Master Acct	$	-
310-000-1006-000	Hotel/Motel Master Account	$	-
360-000-1006-000	TIF Master Account	$	-
450-000-1006-000	Golf Course Master Account	$	-
500-000-1006-000	Water/Wastewater Master Acct	$	-
620-000-1006-000	Community Develop. Master Acct	$	-
650-000-1006-000	FEMA DR-1961 Master Account	$	-
651-000-1006-000	FEMA DR-1980 Master Account	$	-
652-000-1006-000	Cash in Bank/Joplin Disaster	$	-
653-000-1006-000	FEMA DR4250	$	-
680-000-1006-000	CDBG Public Srvce Pass Through	$	-
700-000-1006-000	Abbott Brothers Master Account	$	-
710-000-1006-000	Morse Park Fund Master Account	$	-
800-000-1006-000	Street Fund Master Account	$	-
900-000-1006-000	Street /Bridge Fd Master Acct	$	-
		$	1,500.00

Reconciling Items to be JE'd:

Reconciled Book Balance		1,500.00
	$	-

Neosho Missouri
FY2024
1% Sales Tax

	2019	2020	2021	2022	2023	2024	% Over/(Under) Prior Year	2024 Budget/12 Mo.	% Over/(Under) 2024 Budget
October	205,450.02	200,098.22	252,460.45	264,246.26	328,442.20	289,445.33	-11.87%	257,704.08	12.32%
November	174,574.42	197,348.99	200,595.68	223,225.32	265,866.85	248,169.55	-6.66%	257,704.08	-3.70%
December	247,392.70	246,336.05	255,475.37	320,126.32	302,981.64	327,500.84	8.09%	257,704.08	27.08%
January	216,176.63	204,922.27	236,665.21	237,570.16	287,789.83	285,823.50	-0.68%	257,704.08	10.91%
February	203,866.93	199,943.60	223,476.02	283,084.82	290,446.37	308,052.90	6.06%	257,704.08	19.54%
March	232,500.36	238,268.25	275,232.88	253,663.21	297,908.97	262,177.71	-11.99%	257,704.08	1.74%
April	224,656.56	199,984.02	237,300.95	293,962.98	281,370.48	244,178.99	-13.22%	257,704.08	-5.25%
May	179,121.54	217,581.84	237,596.24	221,055.27	252,687.93	294,328.49	16.48%	257,704.08	14.21%
June	259,248.80	268,797.66	294,359.65	326,564.32	317,144.28	284,673.29	-10.24%	257,704.08	10.47%
July	233,659.87	268,813.00	292,695.15	299,495.24	306,179.44			257,704.08	
August	194,290.39	246,460.63	231,497.94	307,340.82	300,176.39			257,704.08	
September	274,150.41	290,573.71	288,073.89	313,946.85	310,468.00			257,704.08	
	$ 2,645,088.63	$ 2,779,128.24	$ 3,025,429.43	$ 3,344,281.57	$ 3,541,462.38	$ 2,544,350.60		$ 3,092,449.00	9.70%
YTD Variance	-1.70%	5.07%	8.86%	10.54%	5.90%	-3.06%			

Neosho Missouri
FY2024
1% Sales Tax

	Actual Receipts									Monthly			
	2018	2019	2020	2021	2022	2023	5-year average	% of total by month	2024	Prior Year Variance	2024 Budget spread by monthly %	2024 Over Budget spread by month	% over budget
October	241,154.11	205,450.02	200,098.22	252,460.45	264,246.26	328,442.20	232,681.81	0.0803	289,445.33	-11.87%	$ 248,384.00	41,061.33	16.53%
November	136,246.10	174,574.42	197,348.99	200,595.68	223,225.32	265,866.85	186,398.10	0.0643	248,169.55	-6.66%	$ 198,976.90	49,192.65	24.72%
December	339,372.44	247,392.70	246,336.05	255,475.37	320,126.32	302,981.64	281,740.58	0.0973	327,500.84	8.09%	$ 300,753.42	26,747.42	8.89%
January	181,031.76	216,176.63	204,922.27	236,665.21	237,570.16	287,789.83	215,273.21	0.0743	285,823.50	-0.68%	$ 229,800.60	56,022.90	24.38%
February	213,205.12	203,866.93	199,943.60	223,476.02	283,084.82	290,446.37	224,715.30	0.0776	308,052.90	6.06%	$ 239,879.87	68,173.03	28.42%
March	250,967.28	232,500.36	238,268.25	275,232.88	253,663.21	297,908.97	250,126.40	0.0863	262,177.71	-11.99%	$ 267,005.80	(4,828.09)	-1.81%
April	216,692.24	224,656.56	199,984.02	237,300.95	293,962.98	281,370.48	234,519.35	0.0810	244,178.99	-13.22%	$ 250,345.54	(6,166.55)	-2.46%
May	178,914.46	179,121.54	217,581.84	237,596.24	221,055.27	252,687.93	206,853.87	0.0714	294,328.49	16.48%	$ 220,813.09	73,515.40	33.29%
June	228,358.33	259,248.80	268,797.66	294,359.65	326,564.32	317,144.28	275,465.75	0.0951	284,673.29	-10.24%	$ 294,055.15	(9,381.86)	-3.19%
July	279,145.77	233,659.87	268,813.00	292,695.15	299,495.24	306,179.44	274,761.81	0.0948			$ 293,303.69		
August	183,401.59	194,290.39	246,460.63	231,497.94	307,340.82	300,176.39	232,598.27	0.0803			$ 248,294.82		
September	242,345.46	274,150.41	290,573.71	288,073.89	313,946.85	310,468.00	281,818.06	0.0973			$ 300,836.13		
	$ 2,690,834.66	$ 2,645,088.63	$ 2,779,128.24	$ 3,025,429.43	$ 3,344,281.57	$ 3,541,462.38	$ 2,896,952.51	100.00%	$ 2,544,350.60		$ 3,092,449.00		
YTD Variance	**8.41%**	**-1.70%**	**5.07%**	**8.86%**	**10.54%**	**5.90%**			**-3.06%**		$ 3,092,449.00 Budget YTD ↑	**13.08%**	
											-17.72% YTD Budg Var ↑		

Neosho Missouri FY2024 1/2% Public Safety Sales Tax	

	Receipts 2021	Receipts 2022	Receipts 2023	Receipts 2024	% Over/(Under) Prior Year	2024 Budget/12 Mo.	% Over/(Under) 2024 Budget
October	-	128,640.50	150,673.37	134,535.71	-10.71%	128,852.08	4.41%
November	7,491.76	110,632.28	131,040.90	118,733.54	-9.39%	128,852.08	-7.85%
December	100,134.22	153,574.02	145,852.28	154,253.84	5.76%	128,852.08	19.71%
January	108,995.23	114,107.06	139,322.03	138,587.69	-0.53%	128,852.08	7.56%
February	107,444.28	139,564.14	141,190.18	148,123.60	4.91%	128,852.08	14.96%
March	131,322.49	118,450.88	137,180.76	127,754.42	-6.87%	128,852.08	-0.85%
April	104,230.71	134,424.40	136,240.22	117,341.73	-13.87%	128,852.08	-8.93%
May	117,689.02	108,276.43	117,587.34	137,650.78	17.06%	128,852.08	6.83%
June	146,068.03	159,824.52	152,586.80	139,505.99	-8.57%	128,852.08	8.27%
July	136,400.20	141,861.49	146,668.42	-		128,852.08	
August	116,259.78	143,452.74	145,399.16	-		128,852.08	
September	138,586.81	151,978.14	150,701.09	-		128,852.08	
	$ 1,214,622.53	$ 1,604,786.60	$ 1,694,442.55	$1,216,487.30		$ 1,546,225.00	
YTD Variance	100.00%	32.12%	5.59%	-2.81%			

City of Neosho
FY2024
Unaccounted for Water

Month	Pumped	City Usage	Billed	Flushed and leaks	Loss	Water Loss %	Public Works
October	82,573,290	3,806,264	33,840,000	4,700,332	(40,226,694)	48.72%	0.49
November	85,662,089	3,302,710	34,608,700	4,351,797	(43,398,882)	50.66%	0.51
December	94,485,737	3,494,629	32,975,200	4,276,817	(53,739,091)	56.88%	0.55
January	104,513,297	4,142,891	32,292,200	6,106,476	(61,971,729)	59.30%	0.61
February	94,021,662	4,433,720	36,170,600	8,703,757	(44,713,585)	47.56%	0.47
March	95,206,367	773,755	30,998,900	4,214,206	(59,219,506)	62.20%	0.59
April	93,158,639	4,596,600	31,762,100	2,104,759	(54,695,180)	58.71%	0.59
May	95,646,026	4,994,395	34,697,300	3,428,302	(52,526,029)	54.92%	0.55
	745,267,107	29,544,964	267,345,000	37,886,446	(410,490,697)		

Billed	(267,345,000)
Flushed/leaks	(37,886,446)
City Usage	(29,544,964)
Unaccounted for Gallons	410,490,697
FY24 Unaccounted for Wate	55.08%

2023	53.49%	
2022	59.12%	
2021	61.43%	
2020	63.01%	
2019	61.52%	
2018	63.76%	
2017	61.48%	58.73*
2016	57.51%	
2015	59.55%	
2014	57.26%	
2013	62.00%	
2012	60.00%	
2011	54.00%	

* The Auditors had an error in their formula. It was reported as 61.48 but it should have been reported as 58.73

Neosho Missouri
FY2024
1% Sales Tax

	Actual Receipts													Monthly			
	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	5-year average	% of total by month	2024	Prior Year Variance	2024 Budget spread by monthly %	2024 Over Budget spread by month	% over budget
October	176,150.18	220,560.21	211,527.76	219,958.85	241,154.11	205,450.02	200,098.22	252,460.45	264,246.26	328,442.20	232,681.81	0.0803	289,445.33	-11.87%	$ 248,384.00	41,061.33	16.53%
November	158,380.23	176,674.54	165,362.92	150,258.73	136,246.10	174,574.42	197,348.99	200,595.68	223,225.32	265,866.85	186,398.10	0.0643	248,169.55	-6.66%	$ 198,976.90	49,192.65	24.72%
December	187,161.58	195,370.78	231,689.54	204,307.40	339,372.44	247,392.70	246,336.05	255,475.37	320,126.32	302,981.64	281,740.58	0.0973	327,500.84	8.09%	$ 300,753.42	26,747.42	8.89%
January	157,995.53	225,965.01	184,266.19	237,579.81	181,031.76	216,176.63	204,922.27	236,665.21	237,570.16	287,789.83	215,273.21	0.0743	285,823.50	-0.68%	$ 229,800.60	56,022.90	24.38%
February	188,046.45	163,238.48	180,457.81	192,833.92	213,205.12	203,866.93	199,943.60	223,476.02	283,084.82	290,446.37	224,715.30	0.0776	308,052.90	6.06%	$ 239,879.87	68,173.03	28.42%
March	175,722.20	212,134.80	253,960.93	202,291.40	250,967.28	232,500.36	238,268.25	275,232.88	253,663.21	297,908.97	250,126.40	0.0863	262,177.71	-11.99%	$ 267,005.80	(4,828.09)	-1.81%
April	187,452.19	210,118.21	216,941.00	220,818.46	216,692.24	224,656.56	199,984.02	237,300.95	293,962.98	281,370.48	234,519.35	0.0810	244,178.99	-13.22%	$ 250,345.54	(6,166.55)	-2.46%
May	217,217.11	166,588.77	167,233.82	175,407.44	178,914.46	179,121.54	217,581.84	237,596.24	221,055.27	252,687.93	206,853.87	0.0714			$ 220,813.09		
June	183,002.38	225,204.65	266,237.00	206,337.97	228,358.33	259,248.80	268,797.66	294,359.65	326,564.32	317,144.28	275,465.75	0.0951			$ 294,055.15		
July	240,874.42	261,163.17	219,443.69	282,704.20	279,145.77	233,659.87	268,813.00	292,695.15	299,495.24	306,179.44	274,761.81	0.0948			$ 293,303.69		
August	144,321.00	147,130.97	166,229.06	186,845.06	183,401.59	194,290.39	246,460.63	231,497.94	307,340.82	300,176.39	232,598.27	0.0803			$ 248,294.82		
September	219,375.57	270,281.92	261,057.85	202,776.77	242,345.46	274,150.41	290,573.71	288,073.89	313,946.85	310,468.00	281,818.06	0.0973			$ 300,836.13		
	$ 2,235,698.84	$ 2,474,431.50	$ 2,524,407.56	$ 2,482,120.01	$ 2,690,834.66	$ 2,645,088.63	$ 2,779,128.24	$ 3,025,429.43	$ 3,344,281.57	$ 3,541,462.38	$ 2,896,952.51	100.00%	$ 1,965,348.82		$ 3,092,449.00		
YTD Variance	**0.44%**	**10.68%**	**2.02%**	**-1.68%**	**8.41%**	**-1.70%**	**5.07%**	**8.86%**	**10.54%**	**5.90%**			**-4.35%**		$ 3,092,449.00	**13.27%**	

Budget YTD ↑

-36.45%

YTD Budg Var ↑

Neosho Missouri
FY2024
1% Sales Tax

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	% Over/(Under) Prior Year	2024 Budget/12 Mo.	% Over/(Under) 2024 Budget
October	176,150.18	220,560.21	211,527.76	219,958.85	241,154.11	205,450.02	200,098.22	252,460.45	264,246.26	328,442.20	289,445.33	-11.87%	257,704.08	12.32%
November	158,380.23	176,674.54	165,362.92	150,258.73	136,246.10	174,574.42	197,348.99	200,595.68	223,225.32	265,866.85	248,169.55	-6.66%	257,704.08	-3.70%
December	187,161.58	195,370.78	231,689.54	204,307.40	339,372.44	247,392.70	246,336.05	255,475.37	320,126.32	302,981.64	327,500.84	8.09%	257,704.08	27.08%
January	157,995.53	225,965.01	184,266.19	237,579.81	181,031.76	216,176.63	204,922.27	236,665.21	237,570.16	287,789.83	285,823.50	-0.68%	257,704.08	10.91%
February	188,046.45	163,238.48	180,457.81	192,833.92	213,205.12	203,866.93	199,943.60	223,476.02	283,084.82	290,446.37	308,052.90	6.06%	257,704.08	19.54%
March	175,722.20	212,134.80	253,960.93	202,291.40	250,967.28	232,500.36	238,268.25	275,232.88	253,663.21	297,908.97	262,177.71	-11.99%	257,704.08	1.74%
April	187,452.19	210,118.21	216,941.00	220,818.46	216,692.24	224,656.56	199,984.02	237,300.95	293,962.98	281,370.48	244,178.99	-13.22%	257,704.08	-5.25%
May	217,217.11	166,588.77	167,233.82	175,407.44	178,914.46	179,121.54	217,581.84	237,596.24	221,055.27	252,687.93			257,704.08	
June	183,002.38	225,204.65	266,237.00	206,337.97	228,358.33	259,248.80	268,797.66	294,359.65	326,564.32	317,144.28			257,704.08	
July	240,874.42	261,163.17	219,443.69	282,704.20	279,145.77	233,659.87	268,813.00	292,695.15	299,495.24	306,179.44			257,704.08	
August	144,321.00	147,130.97	166,229.06	186,845.06	183,401.59	194,290.39	246,460.63	231,497.94	307,340.82	300,176.39			257,704.08	
September	219,375.57	270,281.92	261,057.85	202,776.77	242,345.46	274,150.41	290,573.71	288,073.89	313,946.85	310,468.00			257,704.08	
	$ 2,235,698.84	$ 2,474,431.50	$ 2,524,407.56	$ 2,482,120.01	$ 2,690,834.66	$ 2,645,088.63	$ 2,779,128.24	$ 3,025,429.43	$ 3,344,281.57	$ 3,541,462.38	$ 1,965,348.82		$ 3,092,449.00	8.95%
YTD Variance	0.44%	10.68%	2.02%	-1.68%	8.41%	-1.70%	5.07%	8.86%	10.54%	5.90%	-4.35%			

Neosho Missouri FY2024 1/2% Public Safety Sales Tax	

	Receipts 2021	Receipts 2022	Receipts 2023	Receipts 2024	% Over/(Under) Prior Year	2024 Budget/12 Mo.	% Over/(Under) 2024 Budget
October	-	128,640.50	150,673.37	134,535.71	-10.71%	128,852.08	4.41%
November	7,491.76	110,632.28	131,040.90	118,733.54	-9.39%	128,852.08	-7.85%
December	100,134.22	153,574.02	145,852.28	154,253.84	5.76%	128,852.08	19.71%
January	108,995.23	114,107.06	139,322.03	138,587.69	-0.53%	128,852.08	7.56%
February	107,444.28	139,564.14	141,190.18	148,123.60	4.91%	128,852.08	14.96%
March	131,322.49	118,450.88	137,180.76	127,754.42	-6.87%	128,852.08	-0.85%
April	104,230.71	134,424.40	136,240.22	117,341.73	-13.87%	128,852.08	-8.93%
May	117,689.02	108,276.43	117,587.34	-		128,852.08	
June	146,068.03	159,824.52	152,586.80	-		128,852.08	
July	136,400.20	141,861.49	146,668.42	-		128,852.08	
August	116,259.78	143,452.74	145,399.16	-		128,852.08	
September	138,586.81	151,978.14	150,701.09	-		128,852.08	
	$ 1,214,622.53	$ 1,604,786.60	$ 1,694,442.55	$ 939,330.53		$ 1,546,225.00	
YTD Variance	100.00%	32.12%	5.59%	-4.30%			