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PRE-COUNCIL MEETING

Mayor's Conference Room
Municipal Building
Monday, October 7, 2013
6:00 p.m.

MAYOR: MARY ELAINE HORN **MAYOR PRO-TEM: BOB CROSS**

Work Session – 6:00 p.m.

1. Presentation – Fiscal Year 2012-2013 Audit Results (Fred Korte, Presenter)
2. Presentation – Afghanistan Trip (Judge Deborah Mitchell, Presenter)

Committee Meetings – Immediately following work session

PUBLIC SAFETY COMMITTEE **Police and Fire**	**Stephen Galliher, Chair** **Rebecca LaStrada, Vice Chair**

PUBLIC WORKS COMMITTEE **Public Works, Water Pollution Control, Community Development, Water, Parks, Airport, Cemeteries and Community Center**	**Tolbert Rowe, Chair** **Wanda Monsees, Vice Chair**

1. Review bids for Hook Lift Truck.
2. Review proposals for tree inventory of 1800 street right-of-way trees and Review Ordinance approving and accepting agreement by and between the City of Sedalia, Missouri and Plan-It Geo, LLC for a tree inventory of approximately 1,800 City right-of-way trees.
3. Review bids for Rock for the Street Department.
4. Review Change Order #1 from Heartland Finishes in the amount of $380.00 for painting Street Department Building. Change order is for the addition of painting overhead doors.
5. Review Ordinance approving and accepting an agreement by and between the City of Sedalia, Missouri and Ideker, Inc. for the reconstruction of 5,000 feet of Runway 18-36 and replacement of the M.I.R.L. System at the Sedalia Regional Airport.
6. Review Ordinance amending Ordinance No. 9940 relating to amending an existing classification and job description for Lab Technician for the Public Works Department and adding a new classification and job description for Permit/Environmental Control Specialist for the Public Works Department in the City of Sedalia, Missouri.
7. Review Ordinance amending Section 7.15(C) (Controlled Substance and Alcohol Testing Policy – Applicability) of the City of Sedalia's Personnel Regulations Manual by adding the title of Permit/Environmental Control Specialist for the Public Works Department to employee positions designated as safety sensitive.

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FINANCE/ADMINISTRATION COMMITTEE **Administrative, Library and Hospital**	**Jo Lynn Turley, Chair** **Wiley Walter, Vice Chair**

1. Review bids for Phone Maintenance/Repair/Service.
2. Review Recommendation to reject bid for the Sale of Retired Computer Equipment.
3. Review Records Destruction Request from the Personnel Department.
4. Review Ordinance repealing Section 2-763, enacting a new Section 2-763 and amending the fee schedule for Section 2-809 of the Code of Ordinances of the City of Sedalia, Missouri relating to open and closed meetings and records of the City of Sedalia, Missouri.
5. Review Ordinance approving and accepting an agreement by and between the City of Sedalia, Missouri and Art Davis Group, LLC for a goal setting work session to assist the Mayor and City Council in developing short and long-term strategic goals.

IF YOU HAVE SPECIAL NEEDS, WHICH REQUIRE ACCOMMODATION, PLEASE NOTIFY THE CITY CLERK'S OFFICE. ACCOMMODATIONS WILL BE MADE FOR YOUR NEEDS.

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CITY COUNCIL MEETING AGENDA

City Council Chambers
Municipal Building
Monday, October 7, 2013
7:00 p.m.

PLEDGE OF ALLEGIANCE, ROLL CALL, SERVICE AWARDS, SPECIAL AWARDS

A. SERVICE AWARDS
1. Susan Harrelson – Records Supervisor – Police Department – 20 years of service
2. Renaie Resch – Executive Administrative Aide – Park Department – 15 years of service
3. Terri Casto – Records Tech – Police Department – 10 years of service
4. Kyle Gilmore – Driver/Eng. – Fire Department – 5 years of service
5. Nathan Nevels – Firefighter – Fire Department – 5 years of service

I. MINUTES
1. Pre-Council Meeting September 23, 2013
2. Regular Council Meeting September 23, 2013

II. REPORT OF SPECIAL BOARDS, COMMISSIONS AND COMMITTEES

III. ROLL CALL OF STANDING COMMITTEES

A. PUBLIC SAFETY – Councilmember Stephen Galliher

B. PUBLIC WORKS – Councilmember Tolbert Rowe
1. Award bid for Hook Lift Truck
2. Award proposal for tree inventory of 1800 street right-of-way trees
3. Award bid for Rock for the Street Department
4. Approve Change Order #1 from Heartland Finishes for painting Street Department Building

C. FINANCE / ADMINISTRATION – Councilmember Jo Lynn Turley
1. Award bid for Telephone Maintenance/Repair/Service
2. Reject bid for the Sale of Retired Computer Equipment
3. Approve Records Destruction Request from the Personnel Department

IV. NEW BUSINESS

A. ORDINANCES AND RESOLUTIONS
- **O** Approving and accepting an agreement by and between the City of Sedalia, Missouri and Plan-It Geo, LLC for a tree inventory of approximately 1,800 City right-of-way trees
- **O** Approving and accepting agreement by and between the City of Sedalia, Missouri and Ideker, Inc. for the reconstruction of 5,000 feet of Runway 18-36 and replacement of the M.I.R.L. System at the Sedalia Regional Airport
- **O** Amending Ordinance No. 9940 relating to amending an existing classification and job description for Lab Technician for the Public Works Department and adding a new classification and job description for Permit/Environmental Control Specialist for the Public Works Department in the City of Sedalia, Missouri
- **O** Amending Section 7.15(C) (Controlled Substance and Alcohol Testing Policy – Applicability) of the City of Sedalia's Personnel Regulations Manual by adding the title of Permit/Environmental Control Specialist for the Public Works Department to employee positions designated as safety sensitive
- **O** Repealing Section 2-763, enacting a new Section 2-763 and amending the fee schedule for Section 2-809 of the Code of Ordinances of the City of Sedalia, Missouri relating to open and closed meetings and records of the City of Sedalia, Missouri
- **O** Approving and accepting an agreement by and between the City of Sedalia, Missouri and Art Davis Group, LLC for a goal setting work session to assist the Mayor and City Council in developing short and long-term strategic goals

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B. APPOINTMENTS

1. Nominations from Mayor Horn.

Appointments:

Central Business & Cultural District – Jack Lewis – 217 W Main – 3 year term – Expiring June 2016

C. LIQUOR LICENSES

Renewal:

*Erica Eisenmenger dba Ivory Grille LLC, 317 S Ohio, Liquor by Drink, $450

D. APPROVAL OF DEPARTMENT BILLS

E. MISCELLANEOUS ITEMS FROM MAYOR, CITY COUNCIL AND CITY ADMINISTRATOR

F. GOOD AND WELFARE

G. ADJOURN TO CLOSED DOOR SESSION – In accordance with Section 610.021 (1) RSMo to closed-door session for Legal Advice.

IF YOU HAVE SPECIAL NEEDS, WHICH REQUIRE ACCOMMODATION, PLEASE NOTIFY THE CITY CLERK'S OFFICE. ACCOMMODATIONS WILL BE MADE FOR YOUR NEEDS.

OFFICE OF THE CITY ADMINISTRATOR

To: Honorable Mayor Elaine Horn & City Council Members
From: Gary Edwards, City Administrator
Re: Agenda items for City Council meeting on Monday, October 7, 2013

Presentations:
1. Fiscal Year 2012-13 audit results. Fred Korte, of Gerding, Korte and Chitwood, Presenter.
2. Afghanistan Trip – Judge Deborah Mitchell

Public Safety Committee:
No items

Public Works Committee:
1. Review Bids for Hook Lift Truck. In May, the City successfully applied for a $60,000 grant through the Region F Planning Commission for a hook lift truck that will be used in the recycling center. The City then requested bids for the hook lift truck. Five bids, ranging from $59,160 to $73,622 were received. Staff is recommending that the low bid of $59,160 from American Equipment Company be approved. $50,286 would be paid by the grant and the City's matching portion is $8,874. The City's matching portion is budgeted.

2. Review Proposals for an inventory of right-of-way trees and review the ordinance approving an agreement by and between the City and Plan-It-Geo, LLC for a tree inventory of about 1,800 city right-of-way trees. This is the next step related to the $10,000 TRIM grant project from the Missouri Department of Conservation presented earlier to the City Council. It is staff's recommendation that the City Council accept the $10,150 proposal from Plan-It-Geo, LLC for the tree inventory. Of this amount, $150 would come from city funds and $3,500 would be covered by in-kind labor which the City currently performs on tree care maintenance.

3. Review bids for rock for the street department. Staff is recommending that the bid from both APAC-Kansas and Boone Quarries be accepted. They were not the low per ton bidders, however, they have local quarries from which they can remove the rock. This saves significant costs to the city. On the other hand, the two low bidders have quarries that are out of town so the fuel costs for the low bidders to pick-up the rock are relatively high. A major consideration for rock is the cost of trucking from the quarry to the job site. The trucking cost with one of the recommended bidders will be significantly lower when we are working on one side of Sedalia, while the cost for trucking will be lower with the other recommended vendor when working on the other side of Sedalia. Council approved this same procedure last year and it worked out well for the street department.

4. Review change order #1 from Heartland Finishes in the amount of $380 for painting the Street Department building. Staff is recommending that the Council approve this proposed change order. This brings the total contract price to $5,480. This change order includes painting the overhead doors. This item was mistakenly left out of the bid specifications.

5. Review an ordinance approving and accepting an agreement with the City of Sedalia, the State of Missouri and Ideker, Inc for the re-construction of 5,000 feet of runway 18-36 and replacement of the M.I.R.L. System at the Sedalia Regional Airport. The contract amount for this project is $3,376,968.39, which is significantly below the engineers estimate. 95% of the project is paid for with grant dollars. The 5% balance will be paid by the city and will be provided for in the FY15 budget.

6. Review an ordinance amending ordinance No. 9940 relating to amending an existing classification and job description for Lab Technician for the Public Works Department and adding a new classification and job description for Permit/Environmental Control Specialist for the Public Works Department in the City of Sedalia.

7. Review an ordinance amending Section 7.15(C) (Controlled substance and Alcohol Testing Policy – Applicability) of the City's Personnel Regulations Manual by adding the title of "Permit/Environmental Control Specialist for the Public Works Department to employee positions that are designated as safety sensitive.

Finance/Administration Committee:

1. Review bids for Phone Maintenance/repair service. Two bids were received. One was from Custom Communications of Sedalia for $4,183.00 The other was from Morgan Birge & Associates of Chicago for $4,301.20. The low bid was Custom Communications. Previously, this bid was done every two years, however, this year we specified that it be on a month-by-month basis for a period up to one year with an option to extend for an additional year. This approach is being taken because of the possibility of a phone upgrade or replacement. If that happens, the city might need to re-evaluate the phone maintenance agreement. Staff recommends that the City Council accept the low bid from Custom Communications.

2. Review recommendation to reject bid for the sale of retired computer equipment. The hope was that we would receive a bid that would agree to buy the surplus computer equipment and dispose of the unusable parts in accordance with state requirements. Only one bid was received. That was from Synetic Technologies of Kansas City. They submitted a bid to charge the city $2,500 to properly remove the old computer equipment. The City's IT department recommends that the City Council reject the bid so that it can restart this process.

3. Review records destruction request from the Personnel Department.

4. The City Council will recall the work session on the State Open Meetings law in which the presenter from the Missouri Attorney General's office suggested that cities evaluate the fees that are charged for copying costs related to request for records; and review the wording in our Sunshine Law ordinance. The Sedalia City Clerk's office has followed up on this suggestion. Consequently, the City Council is being asked to review an ordinance repealing Section 2-763 and enacting a new Section 2-763 and amending the fee schedule for Section 2-809. In the case of Section 2-763, this concerns needed language updates in records, meetings and votes to reflect the current Sunshine Law. In the case of Section 2-809, this proposed change pertains to needed updates in information requests, procedures and fees that more accurately reflect expenses incurred by the city for performing this service.

5. Review an ordinance approving and accepting an agreement with the City of Sedalia and Art Davis Group, LLC for a goal setting workshop to assist the Mayor and City Council and City Staff in developing short and long-term strategic goals. The cost is $3,000. Additionally, the City Administrator suggests that the City Council consider increasing the fee by an additional $500, for a total not to exceed of $3,500 to cover the cost of including department heads with this project. Currently, the meeting date for this session is January 11, 2014.

CITY OF SEDALIA, MISSOURI
PRE-COUNCIL MEETING – SEPTEMBER 23, 2013

WORK SESSION

The Work Session started at 5:45 p.m. in the Council Chambers at the Municipal Building.

Council Members present were Stephen Galliher, Jo Lynn Turley, Rebecca LaStrada, Wanda Monsees, Wiley Walter, Bob Cross, Tolbert Rowe and Larry Stevenson.

Discussion and possible direction on traffic control issue at 10th & Winchester

Note: The City was presented a petition for the concern for the intersection of 10th & Winchester traffic issue.

Public Works Director, Bill Beck, stated that there were two requests for 4 way stops at 10th & Winchester made on 1/9/2009 and 6/27/2012, neither met the criteria per the Manual for Uniform Traffic Control Devices and were denied. Also, three requests were made on 9/27/2012, 5/28/2013 and 7/19/2013 to increase the speed limit on Winchester between 16th & 10th to 35 mph and were denied due to the ongoing development in this area.

Mr. Beck stated that there is a Manual for Uniform Traffic Control Devices from the U.S. Department of Transportation which contains uniform standards to follow to decide everything from speed to what type of signage; to how far from intersections to place warning signs, etc.; and to warrant stop signs, yield signs or traffic signals. This guide helps maintain consistency in decisions made by the City for traffic regulations and relieves the City of any liability.

Guidelines for installing multi-way stop:

- Where traffic control signals are justified, the multi-way stop is an interim measure. (when lights cannot be installed or repaired quickly)
- Five or more reported crashes in a 12 month period that are susceptible to correction by a multi-way stop installation (i.e. right turn, left turn and right angle collisions)
- Minimum Volumes:
    - Vehicular traffic entering the intersection from a major street approaches average a least 300 vehicles per hour for any 8 hours;
    - Combined vehicular, pedestrian, and bicycle volumes entering from minor street approaches averages at least 200 units per hour for the same 8 hour period, with average delay to minor street traffic of at least 30 seconds per vehicle during highest hour.
    - If 85% of the average speed of the major street traffic exceeds 40 mph, minimum volume warrants are 70% of values.
    - Where no single criterion is satisfied, but criteria B, C.1 & C.2 are satisfied to 80% of minimum values, criteria C.3 excluded from condition.

Pre-Council Agenda

Council Agenda

Additional Options:

- Need to control left-turn conflicts
- Need to control vehicle/pedestrian conflicts near locations with high pedestrian volumes
- Locations where road user, after stopping, cannot see conflicting traffic and cannot negotiate intersection unless conflicting traffic is required to stop
- Intersection of two residential neighborhood through streets of similar design where multi-way stop would improve traffic at the intersection

The intersection of 10th and Winchester does not meet any of the criteria guidelines and staff recommendations to date have been to deny requests.

Mr. Beck stated that there were 16 accidents from 1998 through 2008 and 5 accidents in 2011. Sedalia Police Officer Andrew Silvey stated that in 2012 there were two accidents at this intersection that were both rear end accidents.

Councilman Cross & Councilman Monsees stated they would like to see a roundabout installed at the intersection if traffic control is warranted but warning signs would have to be in place. Councilman Galliher inquired how the City would be liable if a 4-way stop sign is placed at an intersection and if the signs did not work could they be removed. Mr. Beck stated that if a rear end accident occurs and the stop sign is put in at a bad place a person involved in the accident could sue the City. Mr. Beck added that because it has not been a controlled intersection, additional signs would have to be installed warning traffic about the stop signs and the expense would be man hours and materials ($400 to $500 to install stop signs).

Councilman Stevenson inquired if lake traffic was counted during the study. Mr. Beck stated that lake traffic was not taken into account. Councilman Turley stated that she has observed traffic flow and speed at the intersection as well as inclines and curves on 10th Street and added that there other issues to consider.

Donna Heembrock, Chairman of the Citizen's Traffic Advisory Commission, & Pete Daniels stated that the members of the commission believe it is not necessary to have a 4 way stop at the intersection of 10th & Winchester at the present time. Mr. Daniels added that the issue needs to be looked at as changes occur.

Jean Hood, with Winchester Meadows, stated that there are over 250 persons living within a ¼ square mile of the intersection and that the Healing Arts Building and Diagnostic Building add traffic from all types of vehicles, including buses, transporters, and the Oats Bus and that she avoids the intersection.

Jackie Fike stated that people should not be afraid to drive on city streets and the people that live in this area should be listened to. Shirley Neff, with Citizen's Traffic Advisory Commission, stated she has seen a lot of people running the stop sign. Doug Freed stated that Winchester is a main artery that students travel creating a lot of traffic.

City Administrator, Gary Edwards, stated that direction is needed from the Council whether to put in a 4 way stop or to work with the Citizen's Traffic Advisory Commission to come up with

a study and solution. Administrator Edwards stated that this intersection should be monitored closely. Councilman Cross and Monsees agreed.

Councilman Turley & Councilman Galliher stated that there is a need to be concerned for citizens that reside in this area.

Councilman LaStrada stated that she would like a 4 way stop to be placed at 10th and Winchester because this area is growing and has a lot of homes in this area.

Councilman Rowe stated that an ordinance should be brought forward for Council consideration to provide the City with on this issue. Councilman Stevenson agreed. Mayor Horn stated that an ordinance will be brought for Council consideration at the October 21, 2013 Council Meeting.

Presentation – Certificate of Inspection Ordinance and Sedalia's Downtown Commercial District

Community Development Director, John Simmons, stated that Clean-up Sedalia Committee held bi-weekly sessions from April to September to create a draft ordinance to help preserve buildings downtown. Mr. Simmons stated that multiple cities were looked at and the model ordinance was based off of the Washington, Missouri ordinance. Mr. Simmons stated that four recent prominent building failures in which the City had to expend funds due to the owners not having insurance prompted the ordinance. Public perception became that the downtown was not safe and there is an apparent lack of maintenance on buildings.

Mr. Simmons commented that during the Missouri State Fair people were asked to fill out a survey, with one of the questions being "Do you think it is important for the city to preserve the downtown buildings?". There were 200 respondents, 97% were for preserving the downtown buildings, 3% did not think it was important and 1% did not answer the question.

Demolition costs for 2004 to present total over approximately $318,000. Upcoming demolition costs of threatened buildings is estimated at $260,000. Prior to 2004 an estimated $150,000 had been spent on demolitions. Mr. Simmons stated that these figures do not include additional expenses of staff time, attorney's fees, title searches, etc.

Mr. Simmons stated that the area covered under the proposed Certificate of Inspection Ordinance includes the Central Business and Cultural District and the TIF District.

Reasons for looking at Downtown District:

- Avoid demolition by neglect
- Age & construction
- Stabilize safety perception of buildings
- Avoid conditions that have occurred in other communities
- Downtown ongoing maintenance due to construction method
- Modern building methods

Mr. Simmons stated that the Clean-up Sedalia Committee recommends to hire an independent historic construction engineer to do a comprehensive inspection of the downtown buildings, by December 31, 2014. This would be paid for by utilizing city's existing funds and looking at

public/life safety issues only and to prevent city expenditures for uninsured catastrophes. After completion, City inspectors would conduct annual inspections, at no expense to the owner, focusing on structural integrity issues related to weatherproof elements (i.e. roof, masonry, foundation, openings, gutters). Inspectors would also check on progress regarding recommendations made by the engineer that need to be addressed, giving the owners time to fix any structural issues. A building deemed an immediate threat to safety may be closed by the city until the public safety issue is resolved and if there is a maintenance condition the owner has 90 days to correct the issue which can be extended to 180 days if needed. An owner who feels there is an error in an inspection may request an appeal before the Board of Appeals to have the building inspected again.

The proposed ordinance will not: Add additional staff, Clean Sedalia Committee will have no control over process, Only business "shut down" will be for dangerous situation, and inspections will not be unannounced.

Councilman Cross stated that owners that live in their buildings would take care of their buildings and did not want someone coming into their living area. Councilman Galliher stated that he would want someone to inspect his building if he lived in it and he is tired of spending tax payer's dollars to clean up buildings. Mr. Simmons stated that if someone is living in their building the city would try to avoid going into the owners living quarters and that this ordinance would include commercial, industrial or multi-tenant buildings.

Councilman Turley inquired about insurance. Mr. Simmons stated that input from building owners and attorney's department was needed and how will it be tracked and what manpower would be involved in tracking the estimated 354 structures that are commercial structures has to be considered. Councilman Cross stated that he had been told the City could not force anyone to get insurance. Mr. Simmons stated that was correct.

Councilman Monsees stated that there is a petition that was presented to postpone the vote on the Certificate of Inspection ordinance so that downtown businesses would have more time to look at the ordinance.

Councilman LaStrada felt like the ordinance should cover all buildings in the City. Mr. Simmons stated that this area was picked first due to public perception of the collapsing buildings downtown, as well as, the older construction practices.

<u>Business owners commenting on the issue:</u>

- Doug Freed stated that he has owned a building downtown since 1982 and has won awards for his preservation of the building. Mr. Freed added that he would like to see people take pride in the downtown and historic buildings in this area and that these buildings need to be protected and preserved. Mr. Freed stated whether the owner has insurance or not does not protect the building from deteriorating.
- Toby Dorr stated she would like to see a meeting between the downtown business owners to discuss the ordinance.

- Joe Hunt stated that this ordinance gives the City rights to come into his residence and that if an inspector determines his building is in need of repair he has to fix or be in violation. City Attorney, Anne Gardner, stated that Mr. Hunt could go through the Board of Appeals if he did not agree with the City Inspector's decision. Mr. Hunt was reassured that this ordinance covers commercial and industrial buildings only.

- Jeff Holloway stated he knows that there are businesses downtown that are not making much money and added that if the City is going to tell the owners that this building has to be fixed the City should have a crew that can provide cheaper labor to the owners and lower costs. City Attorney Gardner stated that first the problem has to be figured out to prevent the building from collapsing then the funding issue can be looked at.

- Jackie Fike stated that the empty buildings should be looked at first and that the City should work together with person's who own buildings downtown. Ms. Fike added that there is a question of which buildings are included. Mr. Simmons stated that any place that has a public assembly of citizens is subject to the ordinance. City Attorney Gardner added that these are public safety concerns not cosmetic issues.

COMMITTEE MEETING

Public Safety Committee – Councilman Galliher, Chairman – No Report.

Public Works Committee – Councilman Rowe, Chairman, presented the following recommendations:

- Bids for Sidewalk Project Grand Avenue from 16th to Broadway and Ordinance approving and accepting agreement with John K. Kroeger Construction, LLC d/b/a Preferred Construction, Smithton, MO (2 bids received, 1st from Preferred Construction and the 2nd from Haulotte Construction with base bid of $106,121.04 & $20,570 bid alternate) for the Sidewalk Project on Grand Avenue from 16th to Broadway in the City of Sedalia, Missouri in the total amount of $95,800.00 (base bid $78,700.00; bid alternate $17,100.00) (Budgeted $80,000.00, covers base bid and Street Department has other budgeted funds to cover difference) were moved to full Council on motion by Monsees, seconded by Turley. All in favor.

- Bids for painting Street Department Building to Heartland Finishes, Columbia, MO in the amount of $5,100 (budgeted item) was moved to full Council on motion by Galliher, seconded by Monsees. All in favor.

- Bids for Runway Reconstruction at the Sedalia Regional Airport to Ideker, Inc., St. Joseph, MO in the amount of $3,376,968.39 (received 8 bids) (Grant dollars will pay for all except 5% or $168,984.20, to be budgeted in the upcoming budget year) was moved to full Council on motion by Monsees, seconded by LaStrada. All in favor.

- Ordinance approving the sale of real property known in Hubbard Park to Missouri Valley Community Action Agency from the City of Sedalia, Missouri for no consideration. Missouri Valley Community Action Agency will use the property to build a new Head Start facility within the next 5 years and because the Park Department has made no improvements to this land, it is appropriate that no cost be associated with this

transaction. If property is to be sold, the City has the right for first refusal. City Attorney Gardner stated that the purpose of the right to first refusal is that if the Missouri Valley Community Action Agency wanted to sell the property they have to contact the City first. Item was moved to full Council on motion by Walter, seconded by Monsees. All in favor except Stevenson who opposed.

- Ordinance accepting permanent sanitary sewer easements from Yuriy Limanskiy and Orisya Limanskiy, husband and wife, Dennis R. Humphrey and Jennifer C. Humphrey, husband and wife, and Michael F. Ayres and Barbara J. Ayres, husband and wife, for properties located in Katy Trail West 4th Plat, an addition to the City of Sedalia, Missouri was moved to full Council on motion by Walter, seconded by LaStrada. All in favor.

- Ordinance approving the purchase of real property known as 118 West Second Street from Kent A. Burkholder and Kelly L. Burkholder, Husband and Wife, to the City of Sedalia, Missouri for $25,000 (records storage) was moved to full Council on motion by Galliher, seconded by Walter. All in favor.

- Ordinance adding Sections 10-100 to 10-106 to the Code of Ordinances relating to Certificates of Inspection relating to the City's Downtown Commercial District (Approval recommended by the Citizens for a Clean Sedalia, Sedalia Downtown Development Incorporated and Central Business and Cultural District). Galliher made motion to move to full Council. No one seconded, motion died. Motion then made by LaStrada to table the ordinance until October 21, 2013, seconded by Cross. All in favor.

Finance/Administration Committee – Councilman Turley, Chairman presented the following recommendations:

- Records Destruction Request from the Personnel Department was moved to full Council on motion by Walter, seconded by Rowe. All in favor.

- Ordinance amending Section 7.9(B) (Cell Phone and Pager Packages) of the Telephone and Cell Phone Use Policy located in the City of Sedalia's Personnel Regulations Manual (Current policy allows for basic cell and data package reimbursements not to exceed 50% and bills submitted monthly; proposed policy allows for basic cell package max of $35 and data package max of $50 and bills submitted annually). Item was moved to full Council on motion by Rowe, seconded by Galliher. All in favor.

City Administrator Edwards stated that on January 11, 2014, a goal setting session for Council will be held but the location is still to be determined. Administrator Edwards added that Thursday, September 26, 2013, at 1:00 p.m. the Washington Street Bridge ribbon cutting will be held.

With no further comments, the meeting closed at 7:35 p.m.
Respectfully submitted: Arlene Silvey, MRCC City Clerk

CITY OF SEDALIA, MISSOURI
COUNCIL MEETING – SEPTEMBER 23, 2013

The Council of the City of Sedalia, Missouri duly met on Monday, September 23, 2013, at 7:35 p.m. at the Municipal Building with Mayor Mary Elaine Horn presiding. Mayor Horn called the meeting to order followed by the Pledge of Allegiance led by Councilman Stevenson.

ROLL CALL:

Stephen Galliher	Present	Wiley Walter	Present
Jo Lynn Turley	Present	Bob Cross	Present
Rebecca LaStrada	Present	Tolbert Rowe	Present
Wanda Monsees	Present	Larry Stevenson	Present

SERVICE AWARDS: None.

MINUTES:
The following minutes were approved on motion by Galliher, seconded by Walter. All in favor.

- Pre-Council Meeting September 3, 2013
- Regular Council Meeting September 3, 2013
- City Council Work Session September 9, 2013

REPORTS OF SPECIAL BOARDS, COMMISSIONS & COMMITTEES:
Accepted the minutes of the Citizen's Traffic Advisory Commission dated August 14, 2013 and the minutes of the Planning & Zoning Commission dated September 4, 2013 on motion by Rowe, seconded by Walter. All in favor.

ROLL CALL OF STANDING COMMITTEES:

PUBLIC SAFETY – STEPHEN GALLIHER, CHAIRMAN – No Report.

PUBLIC WORKS – TOLBERT ROWE, CHAIRMAN
Award bid for Sidewalk Project – Grand Avenue from 16th to Broadway to John K. Kroeger Construction, LLC d/b/a Preferred Construction in the total amount of $95,800.00 (base bid $78,700.00; bid alternate $17,100.00) on motion by Monsees, seconded by Walter. All in favor.

Award bid for painting Street Department Building to Heartland Finishes, Columbia, MO in the amount of $5,100.00 on motion by Galliher, seconded by LaStrada. All in favor.

Award bid for Runway Reconstruction at the Sedalia Regional Airport to Ideker, Inc., St. Joseph, MO in the amount of $3,376,968.39 on motion by Walter, seconded by Monsees. All in favor.

FINANCE & ADMINISTRATION – JO LYNN TURLEY, CHAIRMAN
Approve Records Destruction Request from the Personnel Department on motion by Monsees, seconded by LaStrada. All in favor.

NEW BUSINESS:

BILL NO. 2013–81, ORDINANCE NO. 10119 – AN ORDINANCE APPROVING AND ACCEPTING AN AGREEMENT BY AND BETWEEN THE CITY OF SEDALIA, MISSOURI AND JOHN K. KROEGER CONSTRUCTION, LLC D/B/A PREFERRED CONSTRUCTION, FOR THE SIDEWALK PROJECT ON GRAND AVENUE FROM 16TH STREET TO BROADWAY IN THE CITY OF SEDALIA, MISSOURI was read once by title.
2nd Reading – Motion by Rowe, 2nd by Turley. All in favor.
Final Passage – Motion by Rowe, 2nd by Monsees. All in favor.
Roll Call Vote: Voting "Yes" were Galliher, Turley, LaStrada, Monsees, Walter, Cross, Rowe and Stevenson. No one voted "No".

BILL NO. 2013–82, ORDINANCE NO. 10120 – AN ORDINANCE APPROVING THE SALE OF REAL PROPERTY KNOWN IN HUBBARD PARK TO MISSOURI VALLEY COMMUNITY ACTION AGENCY FROM THE CITY OF SEDALIA, MISSOURI FOR NO CONSIDERATION was read once by title.
2nd Reading – Motion by Galliher, 2nd by Turley. All in favor except Stevenson who opposed.
Final Passage – Motion by Turley, 2nd by Galliher. All in favor except Stevenson who opposed.
Roll Call Vote: Voting "Yes" were Galliher, Turley, LaStrada, Monsees, Walter, Cross, and Rowe. Voting "No" was Stevenson.

BILL NO. 2013–83, ORDINANCE NO. 10121 – AN ORDINANCE ACCEPTING PERMANENT SANITARY SEWER EASEMENTS FROM YURIY LIMANSKIY AND ORISYA LIMANSKIY, HUSBAND & WIFE, DENNIS R. HUMPHREY AND JENNIFER C. HUMPHREY, HUSBAND & WIFE, AND MICHAEL F. AYRES AND BARBARA J. AYRES, HUSBAND & WIFE FOR PROPERTIES LOCATED IN KATY TRAIL WEST 4TH PLAT, AN ADDITION TO THE CITY OF SEDALIA, MISSOURI was read once by title.
2nd Reading – Motion by Galliher, 2nd by Rowe. All in favor.
Final Passage – Motion by Galliher, 2nd by Rowe. All in favor.
Roll Call Vote: Voting "Yes" were Galliher, Turley, LaStrada, Monsees, Walter, Cross, Rowe and Stevenson. No one voted "No".

BILL NO. 2013–84, ORDINANCE NO. 10122 – AN ORDINANCE APPROVING THE PURCHASE OF REAL PROPERTY KNOWN AS 118 WEST SECOND STREET FROM KENT A. BURKHOLDER AND KELLY L. BURKHOLDER, HUSBAND AND WIFE TO THE CITY OF SEDALIA, MISSOURI FOR TWENTY-FIVE THOUSAND DOLLARS ($25,000.00) was read once by title.
2nd Reading – Motion by Turley, 2nd by Rowe. All in favor.
Final Passage – Motion by Galliher, 2nd by Cross. All in favor.
Roll Call Vote: Voting "Yes" were Galliher, Turley, LaStrada, Monsees, Walter, Cross, Rowe and Stevenson. No one voted "No".

The ordinance relating to the Certificates of Inspection for Downtown Commercial District was tabled at Pre-Council until October 21, 2013.

BILL NO. 2013–85, ORDINANCE NO. 10123 – AN ORDINANCE AMENDING SECTION 7.9(B) (CELL PHONE AND PAGER PACKAGES) OF THE TELEPHONE AND CELL PHONE USE POLICY LOCATED IN THE CITY OF SEDALIA'S PERSONNEL REGULATIONS MANUAL was read once by title.
2nd Reading – Motion by Monsees, 2nd by LaStrada. All in favor.
Final Passage – Motion by Galliher, 2nd by LaStrada. All in favor.

Roll Call Vote: Voting "Yes" were Galliher, Turley, LaStrada, Monsees, Walter, Cross, Rowe and Stevenson. No one voted "No".

APPOINTMENTS: None.

BIDS:

- Runway Reconstruction, Sedalia Regional Airport – May 9, 2013
- Sidewalk Project: Grand Avenue – 16th to Broadway – August 29, 2013
- Painting of Street Department Metal Building – September 11, 2013

LIQUOR LICENSES:
The following Liquor License Renewal was read and approved on motion by Turley, seconded by Galliher. All in favor.

- Robert Preston dba Woods Express 570, 703 E. Broadway – Packaged Liquor with Sunday Sales.

DEPARTMENT BILLS thru September 23, 2013 totaling $555,704.99 were approved for payment on motion by Cross, seconded by Rowe. All in favor.

MISCELLANEOUS ITEMS FROM MAYOR/COUNCIL/ADMINISTRATOR:
Councilman Cross stated that he would like to inform the citizens that on the airport runway project that will cost $3 million, the City will pay only 5% of that cost.

GOOD & WELFARE:
Kelly Campbell stated that he keeps his airplane at the Sedalia Regional Airport. Mr. Campbell stated that in May this year there was a lot of rain and the ditches and whistles backed up letting water and ¼ inch of mud into the main hanger on the west end where his plane is kept. Mr. Campbell added that when City workers swept the hanger, the mud is no longer on the floor but now dirt is on top of his plane. Mr. Campbell stated that the City needs to fix the ditches to prevent this issue. City Administrator Edwards stated that he is talking to Airport Director, John Evans, to reach a solution to the problem and this will be addressed.

Steve Hayworth, 22325 Anderson School Road, Frieda Hurley, 3210 Cunningham Court, Paula Jean, Jeff Holloway, 303 S Lamine, Michael Gross, 3129 W Broadway, Chuck Wansing, 1624 E 9th, Todd Sidwell, 604 W Cooper, Chris Lamansky, 115 W Main and Lovell Curry, 11501 Wildwood Road (Houstonia, Missouri) voiced their concerns on the no smoking ban and stated that since the city smoking ban was enacted their sales have declined and it is nearly impossible to maintain a profit. Several felt that the smoking issue should have went before the voters and the community needs to stand together.

The meeting adjourned at 8:07 p.m. to a Closed-Door Session in accordance with Sections 610.021 (1) & (2) RSMo for Legal Advice, and Lease, sale or purchase of real estate on motion by Monsees, seconded by Walter. All in favor.

THE CITY OF SEDALIA, MISSOURI

Mary Elaine Horn

Mary Elaine Horn, Mayor

Arlene Silvey

Arlene Silvey, MRCC City Clerk

To: Gary Edwards
From: Bill Beck
Date: October 1, 2013
Subject: Hook Lift Truck Bid

In May the City of Sedalia applied for a grant through Region F for a hook lift truck to be used at The Recycle Center. We were notified in August that we were awarded the grant in the amount of $60,000 or 85% of the truck, whichever is less.

We have solicited bids for a hook lift truck. We received five bids ranging from $59,160.00 to 73,622.00. I would like to request that we accept the low bid from American Equipment Company in the amount of $59,160.00.

$50,286.00 would be paid by the grant and the City would have matching contributing funds of $8,874.00. The matching contributing funds have been budgeted in the recycling budget.

Tabulation of Bids

Hook Lift Truck
September 26, 2013 2:00 p.m.
Mayor's Conference Room

American Equipment Co. – 3250 Harvester Rd., Kansas City, Kansas 66115

Bid #1
Description: 2014 Ford F550 w/Swaploader SL105, Midway Ford Truck Center
Price: **$59,160.00**
Delivery: N/A
Meet Specs: Yes, except; Engine: 300 HP
E-Verify: Yes
Addendum: No

Bid #2
Description: 2014 Ford F550 w/Swaploader SL105
Price: **$59,889.00**
Delivery: 80-110 days
Meet Specs: Yes, except; Engine: 300 HP, Total overall wheelbase: approx. 165", Tires: 225/70R 19.5
Notes: Truck to have Poly Fenders & be built like 2013 F550 crew cabs the dept. currently operates.
E-Verify: Yes
Addendum: Yes

Armor Equipment – 1368 Lonedell Road, Arnold, MO 63010

Description: 2014 F-550 cab chassis Galbreath/Wastequip U13-HK-120 hooklift
Price: **$61,308.00**
Delivery: 90-150 days
Meet Specs: Yes, except; Differential: 4.88 LS, Hook to rear roller dimension: 120", Hooklift telescopic jib: jib single cylinder, Hooklift dual rear pivot section: single, however the pivot will still actuate, Hydraulic Cylinder: 5"x3"x52", Jib cylinder: 3"x2"x37", Hydraulic System: 25 GPM, Return filter assembly, with replaceable filter (10 micron): 25, Jib Hook Design: 6"x6" x ¼" wall square tube: ASTM A514 boxed tubing, Jib hook permanently welded to jib: no
E-Verify: No
Addendum: Yes

Tabulation of Bids

Hook Lift Truck
September 26, 2013 2:00 p.m.
Mayor's Conference Room

Truck Component Services – 403 E. Evergreen Rd., Strafford, MO 65757

Description: 2014 Ford F550 w/Palfinger T12S Hooklift
Price: **$64,735.00**
Delivery: Approx. 75-120 days after receipt of order
Meet Specs: Yes, except; Engine: 300 HP, Hooklifts: 52 degree dump, Hook to rear roller dimension: 125.4", Hooklift function: Jib interlock activated by prox switch, Hydraulic cylinders: (2) DA w/external counter balance valve, 3.94" bore x 43.35" stroke x 1.97" rod, Hydraulic System: Direct mount piston pump 6.6 GPM at 1000 RPM & 4060 PSI max. op pressure, Oil reservoir tank: 7.9 gal, Dual control levers: Dual lever, electronic controls w/spring return to center, Hoist "Z" frame rails: "Z" design w/o nylatron wear pads, Jib Hook Design: Jib fabricated, Jib Hook Design: Height: 36 ¼"designed for industry & ANSI standards.
E-Verify: Yes
Addendum: Yes

Downing Sales & Services Inc - 3 Indigo Rd, Phillipsburg, MO 65722

Description: 2014 Ford Super Duty F-550 w/Swaploader Model 105 Hoist
Price: **$73,622.00**
Delivery: Approx. 180-210 Days ARO, Delivery based on current production schedules & may vary depending on orders received at factory.
Meet Specs: Yes, except; Engine: 300 HP, Total overall wheelbase: 165", Tires: 225/70Rx19.5G-BSW, Wheels-Full wheel Cover, spare tire & wheel: no wheel covers
E-Verify: Yes
Addendum: Yes

To: Gary Edwards
From: Bill Beck
Date: October 1, 2013
Subject: Proposal for Tree Inventory

It is my recommendation that we accept the proposal from Plan-It Geo, LLC for a tree inventory of approximately 1,800 City right-of-way trees. The proposal is for $10,150.00.

The Missouri Department of conservation awards grants through a Tree Resource Improvement and Maintenance (TRIM) cost share program. Since the City was awarded a TRIM Grant in the amount of $10,000, only $150 would come out of the City funds. The City will be required to have a cost share match for the grant of $3,650.00 which will be $150.00 cash and $3,500 in kind labor that the City currently does as routine tree care maintenance. This is the fourth year the City has received this grant.

Proposals were solicited and three received. The proposals were scored and Plan-It Geo, LLC received the highest cumulative score.

All the information gathered will be available in a format that is compatible with the City's current GIS system and can be added as a layer.

Thank you.

Pre-Council Agenda

Council Agenda

To: Gary Edwards
From: Bill Beck
Date: October 1, 2013
Subject: Rock Bid

We have solicited bids for rock and we received four bids.

It is my recommendation that the bid be awarded to both APAC-Kansas and Boone Quarries. Both companies were very competitive and sharing the bid will be in the best interest of the City since they have local quarries. The two low bidders have quarries that are out of town so the fuel cost to pick up the rock would not be feasible.

A very big consideration for rock is the cost of trucking the rock from the quarry to the job site. The trucking cost with one vender will be significantly lower when we are working on one side of Sedalia while the cost for trucking will be lower with the other vendor when working on the other side of town.

Council approved this same procedure last year and it worked well for the street department. These bids will work well with the amount funded.

Pre-Council Agenda

Council Agenda

Council Agenda

Tabulation of Bids

Rock
September 24, 2013 10:00 a.m.
Mayor's Conference Room

Bid Item	Stockman Quarry 3918 Stockman Lane Jefferson City, MO 65109	Mid-Missouri Limestone P.O. Box 52 Old Highway 40 East Kingdom City, Mo 65262	Boone Quarries 21427 Dunham Dr. Sedalia, MO 65301	APAC-Kansas 7415 W. 130th St. Suite 300 Overland Park, KS 66283
Type 1 Aggregate – 3,000 Tons	5.50/ton	6.65/ton	6.85/ton	7.25/ton
Type 5 Aggregate- 500 Tons	5.50/ton	6.95/ton	7.75/ton	7.25/ton
Crush Run-100% passing 1 ½" Sieve – 1,400 tons	6.65/ton	6.65/ton	6.85/ton	7.25/ton
"Shot Rock" (For Rip-Rap Stone) -100 tons	4.85/ton	5.75/ton	6.75/ton	7.25/ton
3" Size Screen Rock- 100 tons	7.65/ton	6.65/ton- 3" Base 8.90/ton – 3" Clean	8.90/ton - 3" Clean 6.85/ton - 3" Base	9.00/ton
2" Size Screen Rock- 200 tons	7.65/ton	6.65/ton- 2" Base 8.90/ton – 2" Clean	8.90/ton - 3" Clean 6.85/ton - 3" Base	9.00/ton
1" Size Pug Rock – 1,400 tons	6.25/ton	7.15/ton	7.35/ton	7.50/ton

Pre-Council Agenda

To: Gary Edwards
From: Bill Beck
Date: October 1, 2013
Subject: Painting Street Department Building Change Order #1

I would like to recommend we approve Change Order #1 for Painting the Street Department Building Project in the amount of $380.00. This brings the total contract price to $5,480.00.

This change order is to include painting the overhead doors. That item was mistakenly left of the bid specifications but the doors do need to be painted.

Thank you.

Pre-Council Agenda

Council Agenda

CHANGE ORDER

SHEET NO. (1) OF 1

SEQUENCE NO.: Change Order #1 (FINAL)

TO Heartland Finishes CONTRACTOR

PROJECT NO.:

YOU ARE HEREBY DIRECTED TO MAKE THE FOLLOWING CHANGES FROM THE CONTRACT

1. DESCRIPTION AND REASON FOR CHANGE: (ATTACH SUPPLEMENTAL SHEETS IF REQUIRED)
Painting of Street Department Metal Building

2. ESTIMATE OF COST OF WORK AFFECTED BY THIS CHANGE ORDER.

(A) EST. LINE NO.	(B) ITEM NO.	(C) ITEM DESCRIPTION	(D) UNITS PREVIOUSLY PROVIDED FOR	(E) UNITS TO BE CONSTRUCTED	(F) UNITS OVERRUN, UNDERRUN, CONTINGENT	(G) CONTRACT OR AGREED UNIT PRICE	(H) AMOUNT OF OVERRUN OR PLUS CONTINGENT	(I) AMOUNT OF UNDERRUN OR MINUS CONTINGENT
(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)	(16)
		Add painting of overhead doors	0	1	1	$380.00	$380.00	
							$380.00	

3. SETTLEMENT FOR COST OF THE ABOVE CHANGE TO BE MADE AT CONTRACT UNIT PRICES, EXCEPT AS NOTED:

1. CONTRACT AMOUNT		$5,100.00
2. OVERRUN THIS ORDER (H-I)	$380.00	
3. OVERRUN PREVIOUS (LINES 4 ON PREV. ORDERS)	$0.00	
4. TOTAL OVERRUN TO DATE (2 + 3)		$380.00
5. TOTAL (1 + 4)		$5,480.00

4. COMMENTS:

Overhead doors were not included in painting specifications but need to be painted.

THE TERMS OF SETTLEMENT OUTLINED ABOVE ARE HEREBY AGREED TO.

PROJECT ENGINEER SIGNATURE DATE

CONTRACTOR'S SIGNATURE DATE

Rev. 3/23/01

Pre-Council Agenda

Council Agenda

City of Sedalia

TELEPHONE (660) 827-3000

MUNICIPAL BUILDING
200 SOUTH OSAGE AVENUE
SEDALIA, MISSOURI 65301

FAX (660) 827-7800

To: Gary Edwards, City Administrator
From: Arlene Silvey, MRCC City Clerk as
Date: October 7, 2013
Re: Telephone Maintenance/Service/Repair

Bids were opened on Thursday, September 19, 2013 for Maintenance/Service/Repair for the City of Sedalia's Merlin Legend Telephone System. Two bids were received which were from Custom Communications and Morgan Birge & Associates.

The bid for Telephone Maintenance is done every two years however this year we bid the service out on a month to month basis for a period up to one year with the option of extension for an additional year due to possible upgrade or replacement of the phone service.

Bid price comparison for Custom Communications and Morgan Birge & Associates is as follows based on average number of services performed from calendar year 2011 to the present.

Bid Items	**Assumptions**	**Custom Communciations**	**Total***	**Morgan Birge & Assoc.**	**Total***
Mo. Fee	12 mo.	$250.00/mo	3,000.00	$150.00/mo	1,800.00
Voice Wire	3 drops	$50.00/ea	150.00	$125.00/ea	375.00
Wiring run add.	3 drops	$.25/ft	.75	$.18/ft	.54
Network Wire	3 drops	$110.00/ea	330.00	$125.00/ea	375.00
Wiring run add.	3 drops	$.75/ft	2.25	$.22/ft	.66
Hourly charge	14 calls	$50.00	700.00	$125.00	1,750.00
			$4,183.00		**$4,301.20**

Based on the two bids that were received, with Custom Communications being the lowest, it is my recommendation that we accept the bid from Custom Communications on the Maintenance/Service/Repair for the City of Sedalia's Telephone System.

Pre-Council Agenda

Council Agenda

Tabulation of Bids		
Telephone Maintenance/Repair/Service September 19, 2013 2:00 p.m. Mayor's Conference Room		
	Morgan Birge & Assoc. Inc. 119 W. Hubbard St , 4th Floor Chicago, IL 60654	Custom Communications 3300 S. Park Sedalia, MO 65301
Description		
Monthly Maintenance Service Fee , per month (Maintenance to start effective November 1, 2013)	$150.00	$250.00
VOICE WIRE:		
Four pair twisted cable, 24 gauge, Category 3, wiring run with Compatible simplex modular RJ45 jack, faceplate, punch down block as needed, all labor, equipment and materials including jumpering and testing, based on a 150' cable run	$125.00 each	$50.00 each * Category 5e instead of Category 3
Wiring run addition. Total price per foot for additional cable length beyond the 150' wiring run	$.18 per foot	$.25 per foot
NETWORK WIRE:		
Four pair twisted cable, 24 gauge, Category 6, wiring run with compatible simplex modular RJ45 jack, faceplate, punch down block as needed, all labor, equipment and materials including jumpering and testing, based on a 150' cable run	$125.00 each	$110.00 each
Wiring run addition. Total price per foot for additional cable length beyond the 150' wiring run	$.22 per foot	$.75 per foot
TELECOM INSTALLATION/CHANGE:		
Hour charge for labor on work not itemized in bid	$125.00 per hour	$50.00 per hour

Pre-Council Agenda

Council Agenda

City of Sedalia

Information Technology Services
200 S. Osage, Sedalia, MO 65301

To: Gary Edwards, City Administrator

From: Monte Richardson

Date: 10/02/13

Re: Retired Computer RFP

Sir:
The IT department recently put out a request for bids to buy retired computer equipment. The hope was to find a responsible party that would buy the computer equipment and dispose of it in accordance with MO Department of Natural Resources requirements. On 09/27/13 the bid opening took place with only one bid received.

The bid from Synetic Technologies of North Kansas City MO submitted a bid to charge the City $2,500 to remove the retired equipment and properly dispose of it in compliance with DNR and FBI requirements.

The IT department is rejecting the single bid submitted.

Respectfully submitted.

Pre-Council Agenda

Council Agenda

Tabulation of Bids	
Sale of Retired Computer Equipment September 27, 2013 1:00 p.m. Mayor's Conference Room	
	Synetic Technologies **1941 Warren St.** **N. Kansas City, MO 64116**
Description	Cost Amount
Total Project for City of Sedalia, includes: Full chain of custody protection for all data & materials (Recovery, Data, & Recycling) All logistics: onsite recovery, palletization, supplies & transportation	**$ (2,500.00)**

Pre-Council Agenda

Council Agenda

PERSONNEL DEPARTMENT

October 7, 2013

Mayor Mary Elaine Horn
Members of the City Council
Sedalia, Missouri

RE: Original Records Destruction

As per RSMo 109.250(4), City records that are on file in the Personnel Office and have met the retention schedule will be destroyed in compliance with the guidelines established by the Secretary of State's Office. The Personnel Office does hereby request that the City Council authorize the destruction of the following documents:

- General applications of April, 2013 – Retention 6 month:

I hereby certify that the records described are no longer needed in the transaction of current business and no longer possess sufficient administrative, legal, historical or fiscal value to warrant further keeping.

Method of destruction will be by shredder.

Sincerely,

John L. Rice
Personnel Director

City of Sedalia * 200 South Osage Avenue * Sedalia, MO 65301
Phone 660-827-3000 Fax 660-827-7818

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE APPROVING AND ACCEPTING AN AGREEMENT BY AND BETWEEN THE CITY OF SEDALIA, MISSOURI AND Plan-It Geo, LLC FOR A TREE INVENTORY OF APPROXIMATELY 1,800 CITY RIGHT-OF-WAY TREES.

WHEREAS, the City of Sedalia, Missouri has received a proposal to enter into an agreement by and between the City of Sedalia, Missouri and Plan-It Geo, LLC to inventory approximately 1,800 trees located within the street right-of-ways which includes an area bounded by Clarendon Road east to city limits, 32nd Street north to the Katy Trail; Katy Trail east to Limit Avenue, Limit Avenue north to 16th Street; 16th Street east to city limits until number of trees have been reached; and

WHEREAS, under the proposal, and as consideration therefore, the City of Sedalia, Missouri shall pay Plan-It Geo, LLC the sum of no more than Ten Thousand One Hundred Fifty Dollars ($10,150.00) as more fully described in the proposed agreement attached to this ordinance and incorporated by reference herein as though the proposed agreement were set forth herein.

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

Section 1. The Council of the City of Sedalia, Missouri hereby approves and accepts the agreement by and between the City of Sedalia, Missouri and Plan-It Geo, LLC as the agreement has been proposed.

Section 2. The City Administrator is authorized and directed to execute and the City Clerk is hereby authorized and directed to attest and fix the seal of the City of Sedalia, Missouri on the agreement in substantively the same form and content as the agreement have been proposed.

Section 3. The City Clerk is hereby directed to file in her office a duplicate or copy of the agreement after it has been executed by the parties or their duly authorized representatives.

Section 4. This ordinance shall be in full force and effect from and after its passage and approval.

Read two times by title, copies of the proposed ordinance having been made available for public inspection prior to the time the bill is under consideration by the Council and passed by the Council of the City of Sedalia, Missouri this 7th day of October 2013.

_____
Presiding Officer of the Council

Approved by the Mayor of said City this 7th day of October 2013.

_____
Mary Elaine Horn, Mayor

ATTEST:

_____
Arlene Silvey, MRCC City Clerk

Pre-Council Agenda

Council Agenda

PROPOSAL

The City of Sedalia, Missouri

September 27, 2013

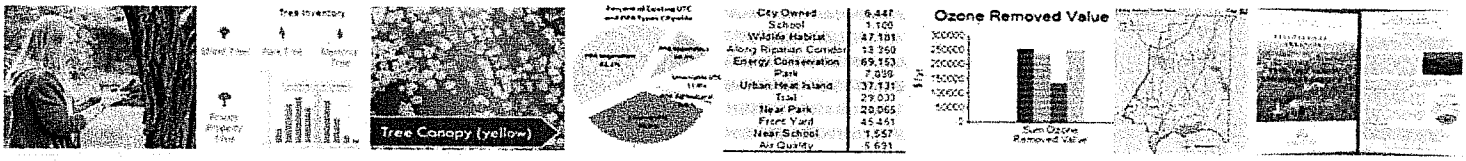
Prepared for: **City of Sedalia**
200 South Osage
Sedalia, MO 65301

Prepared by: **Plan-It Geo, LLC**
1101 Larail Drive
Columbia, MO 65203
573-673-7530

plan-it GEO

Pre-Council Agenda

Council Agenda



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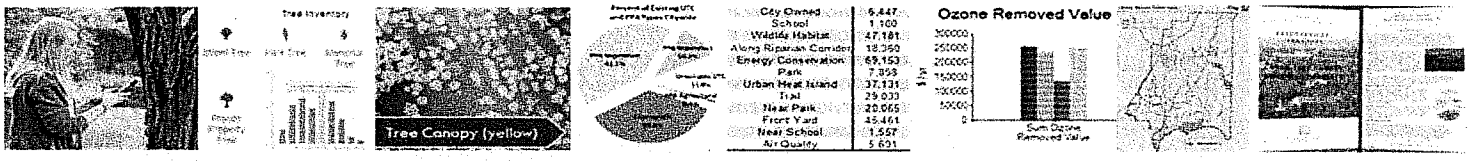
Pre-Council Agenda
Council Agenda



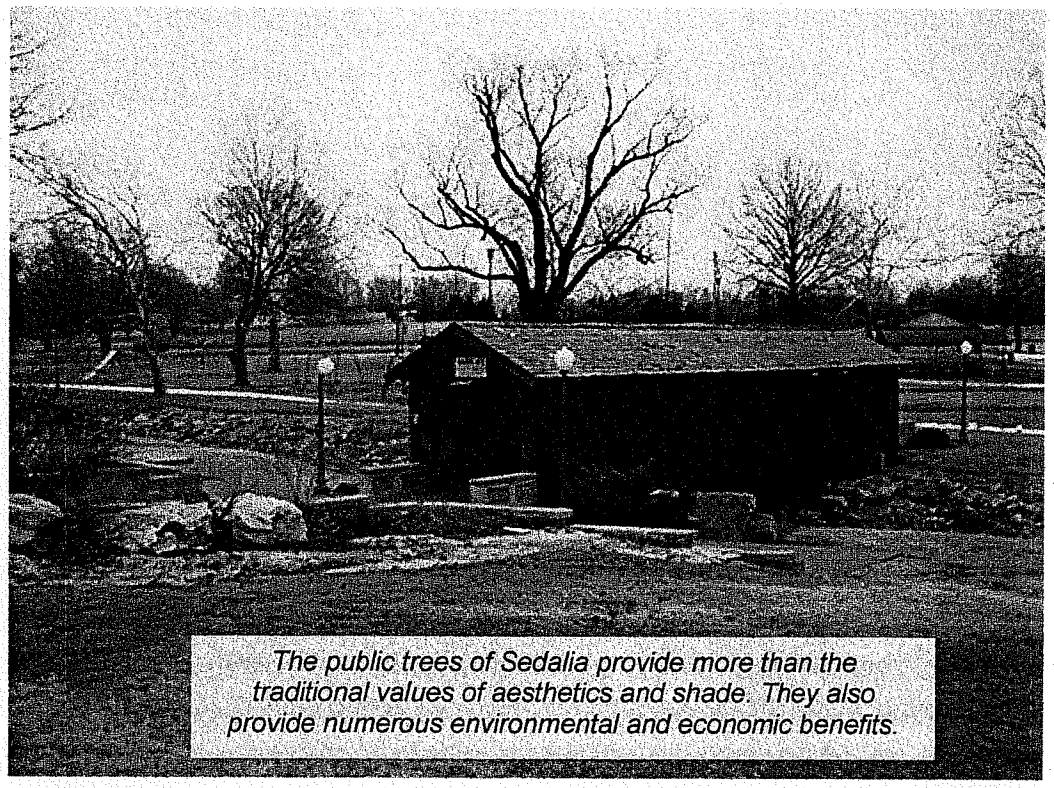
Introduction

The public trees in the City of Sedalia, as a major component of the infrastructure, provide more than the traditional values of aesthetics and shade. They also provide numerous environmental benefits, including temperature moderation and cooling, reduction of air pollutants, energy conservation, and overall increases in property values. The trees contribute greatly to the quality of life in Sedalia. Unlike the other components of the City's infrastructure, the tree population, with proper care, will actually continue to increase in value with each passing year.

The best approach to maintaining community forest is to have an organized, proactive management program including a tree inventory. With these tools, the City of Sedalia can develop a tree management program that allows staff to prioritize, schedule, and budget effectively, and that gives citizen volunteers and residents accurate information about their urban forest and encourages them to participate in its care.

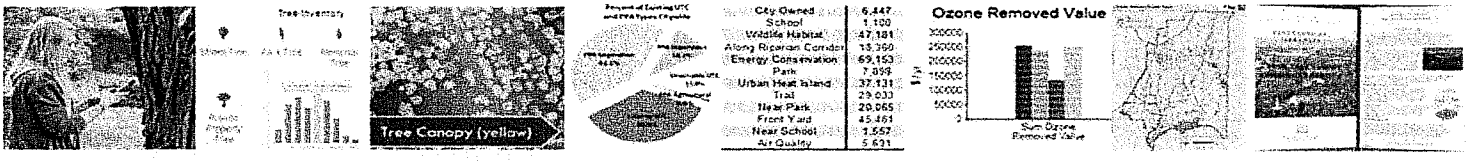
Scope of Work

The tasks of this proposed project, described in detail in the pages that follow, are a result of years of development and experience by Plan-It Geo's personnel in working with communities. Our goal has always been to provide communities with the services that they need to develop an effective tree management program. We ask that you consider this project with an understanding of the great number of benefits that will come from these services.



The public trees of Sedalia provide more than the traditional values of aesthetics and shade. They also provide numerous environmental and economic benefits.

Pre-Council Agenda
Council Agenda



Tree Inventory

Plan-It Geo (PG) will conduct the 3rd phase of a street tree inventory of approximately 1,800 trees along the City's public streets. Plan-It Geo understands the project boundaries to include Clarendon Road east to city limits, 32nd Street north to the Katy Trail, Katy Trail east to Limit Avenue, Limit Avenue north to 16th Street, and 16th Street east to city limits. PG's GIS-based tree inventory will be performed using preprogrammed computers that collect tree data and various site attributes.

Collection Method

Sedalia's priorities for the inventory project are to be as accurate and efficient as possible in determining tree locations and tree attributes. To achieve these goals, PG recommends using a combination of technologies to provide advanced web mapping services.

Plan-It Geo will customize our tree data collection application with the City's desired tree attribute fields, aerial photographs, and other GIS information. This system will enable this phase of the inventory to seamlessly integrate with the previous inventory phases. These will be the primary tools used to collect tree locations and data.

Web-Based GIS Data Collection

Specifically, Plan-It Geo has found that the most efficient and accurate method for mapping tree locations is to utilize ArcGIS Online (AGOL) with our custom data collection application. AGOL is a cloud-based service from ESRI that provides GIS data hosting and sharing capabilities via web maps. This ensures that your data is secure and there is no need to worry about lost data. PG uses additional technologies within the architecture of our program in order to increase the speed and ease of use to optimize data collection and minimize keystroke errors.

Our web-based capabilities allow us to utilize the mobile GPS "location" feature built into our hardware devices (iPads). This location feature serves as the first tier for determining the exact location of the tree to be inventoried. The map, ranging from street centerline shapefiles all the way to various resolutions of color orthophotography from a City GIS program, serves as the second tier of tree location. The data collector, the third tier, draws from experience and applies field judgment to make the ultimate decision based on what is seen in the field and often resolving the inconsistencies that can exist between map data and GPS signals. Used concurrently for each tree, PG's inventory arborists utilize the best available GIS maps, information, and GPS technology to quickly and accurately plot tree/site locations.

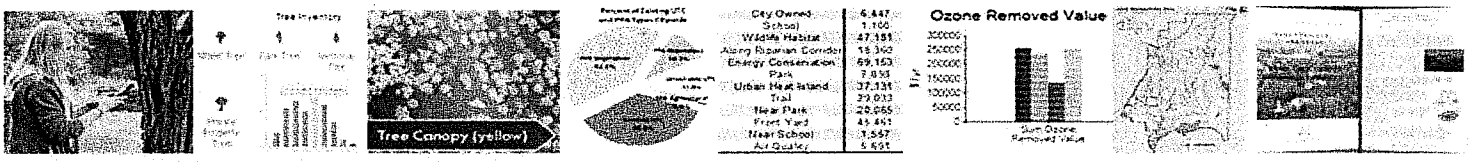
Using this approach, the City will gain these advantages:

1. **Data and production transparency.** By utilizing a web-based data collection protocol PG can easily share real time data and production information with the City. Furthermore, web-based data collection enables PG to ensure that no trees are missed or that trees are not double inventoried throughout the entirety of the project. Especially important for phased inventories that span multiple years and areas.

2. **Increased production rates.** Location data entry using GIS with accurate basemap information is nearly twice as fast as using GPS equipment alone. Inventory personnel are not limited by weather conditions or interference by buildings or other tall obstructions.

3. **High level of location accuracy.** GIS is only limited by the accuracy of the basemap information provided. By utilizing the built-in GPS functionality of our hardware and our field expertise we can ensure accurate location information.

Pre-Council Agenda
Council Agenda



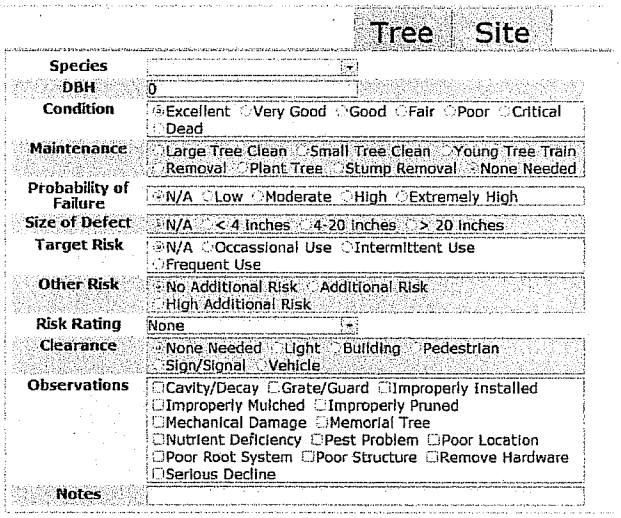
The following information briefly describes the use of each technology.

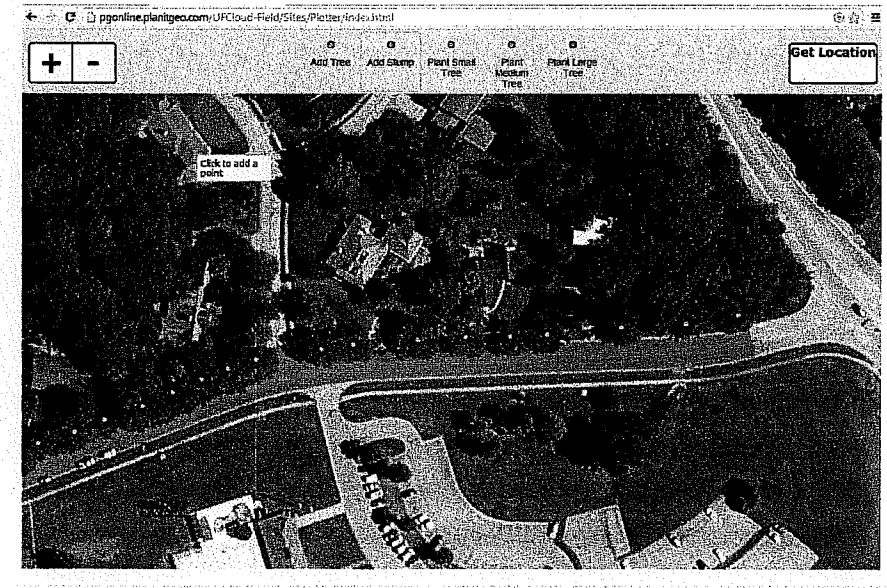
Web-Based Computer Technology

Plan-It Geo will utilize our web-based "Tree Plotter" technology specifically configured for this tree inventory project. During the project, data from these field units will be stored on Amazon Web Services servers which will maximize security and availability.

Web-based data collection offer several advantages:

- Data entry is quick with high location accuracy because collectors use simple input forms containing pick lists, check boxes, and buttons to save time and money.
- The computer only accepts certain entries, decreasing errors. All information on a particular tree must be entered before the collector can proceed. Crosschecking between fields occurs in real-time, as well, to prevent inconsistent results.





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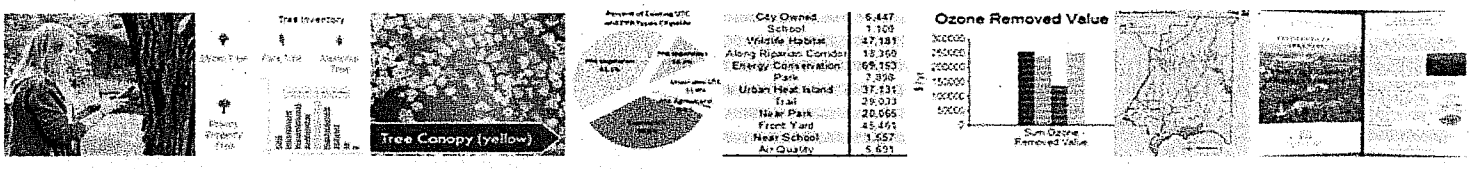
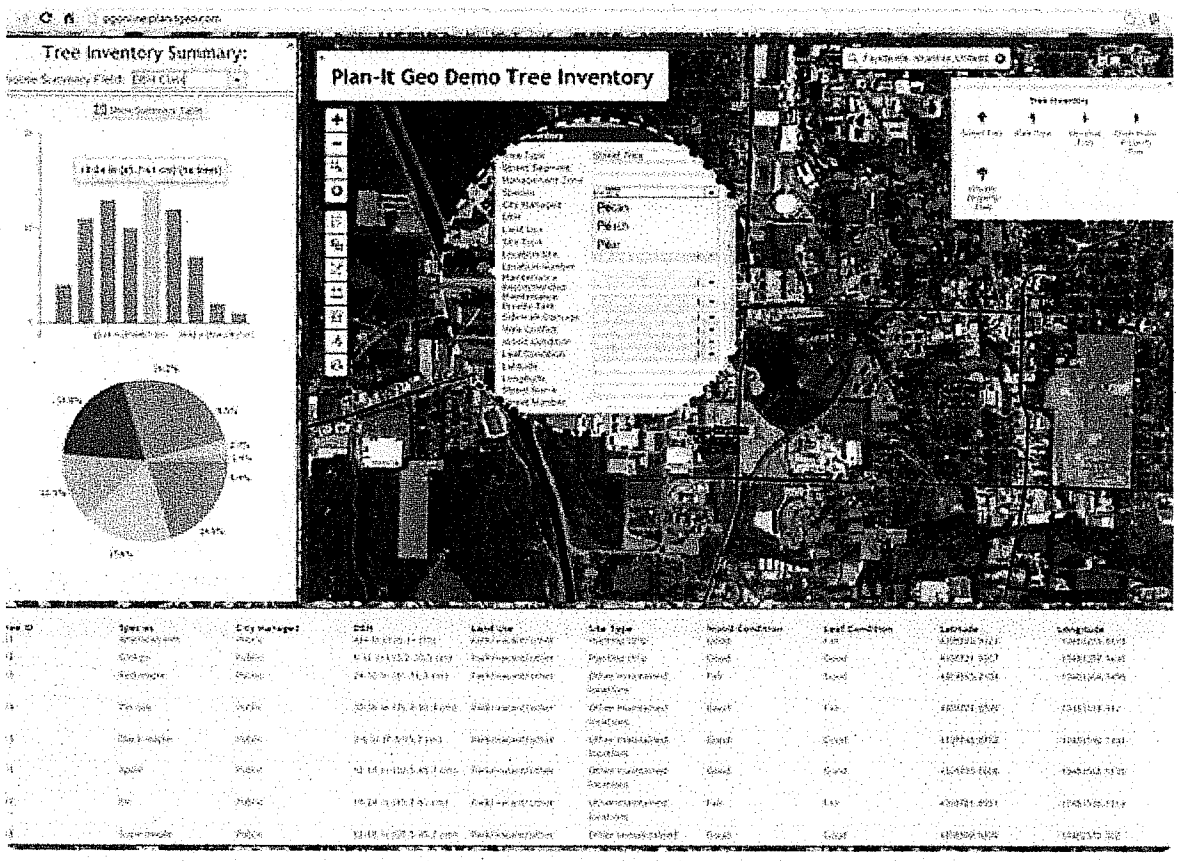


Urban Forest Cloud

During the project and for 3 months after the completion of the project the City will have access to the tree inventory data via Plan-It Geo's Urban Forest Cloud application. This state-of-the-art-software allows the City to utilize the "Finder" Module to search for trees by any attribute and to use the "Inventory Dashboard" to run reports and create custom summaries. After the 3 month trial period the City will have the option to continue to have access to the Urban Forest Cloud with a paid annual subscription.



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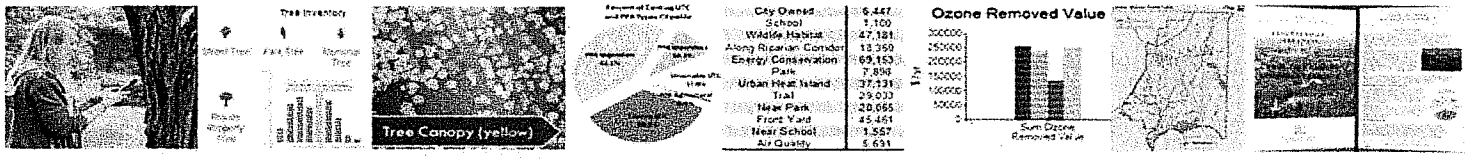

Tree Inventory Data Fields

Plan-It Geo will collect the following City requested data fields. The flexibility of our software and the expertise of our staff allow us to customize these data fields or add new ones to suit your needs.

1. **Location**—Plan-It Geo identifies the location of each tree and/or site. Street tree location are organized by sequential tree site number and road name, block side, or corner location. An X and Y coordinate will be generated for each tree and site.

2. **Species**—Trees are identified by genus and species using both botanical and common names and by cultivars where appropriate.

3. **Tree Size**—Diameter is measured to the nearest inch in one-inch size classes at 4-½ feet above the ground, or diameter at breast height (DBH).

4. **Stems**—The number of stems on trunks splitting less than one foot above ground level is recorded.

5. **Condition**—The general condition of each tree is rated according to the following categories adapted from the International Society of Arboriculture's rating system:

Excellent	100%
Very Good	90%
Good	80%
Fair	60%
Poor	40%
Critical	20%
Dead	0%

6. **Primary Maintenance Needs**—The following maintenance needs will be determined based on ANSI A300 standard specifications:

   - **Removal.** Trees designated for removal have defects that cannot be cost-effectively or practically treated. The majority of the trees in this category have a large percentage of dead crown.

   - **Large Tree Clean.** These trees require selective removal of dead, dying, broken, and/or diseased wood to minimize potential risk. Trees in this category are large enough to require bucket truck access or manual climbing.

   - **Small Tree Clean.** These trees require selective removal of dead, dying, broken, and/or diseased wood to minimize potential risk. These trees are small-growing, mature trees that can be evaluated and pruned from the ground.

   - **Young Tree Train.** These are young trees that must be pruned to correct or eliminate weak, interfering, or objectionable branches in order to minimize future maintenance requirements. These trees, up to 20 feet in height, can be worked with a pole pruner by a person standing on the ground.

   - **Stump Removal.** This category indicates a stump that should be removed.

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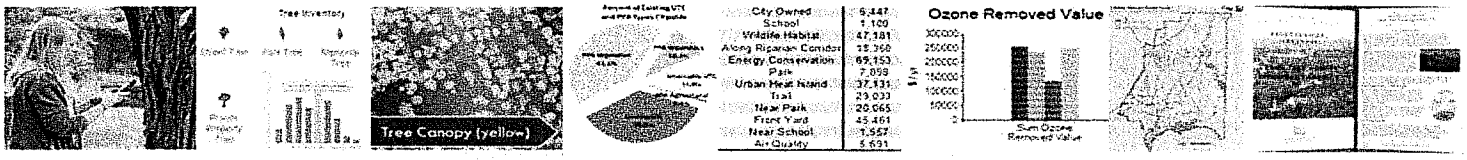

7. **Secondary Maintenance Needs**—The following secondary maintenance needs will be determined based on ANSI A300 standard specifications:

   - **Raise.** Trees requiring pruning to remove low branches that interfere with sight and/or traffic.
   - **Reduce.** Selective pruning to decrease height and/or spread of the crown in order to provide clearance for electric utilities and lighting.
   - **Thin.** The selective removal of water sprouts, epicormic branches, and live branches to reduce density.
   - **Restoration.** Selective pruning to improve the structure, form, and appearance of trees that have been severely headed, vandalized, or damaged.
   - **Utility.** Selective pruning to prevent the loss of service, comply with mandated clearance laws, prevent damage to equipment, avoid access impairment, and uphold the intended usage of the facility/utility space.
   - **None.** No secondary maintenance is recommended for the tree.

8. **Risk Assessment**—A risk rating will be assigned using an assessment protocol based on the USDA Forest Service Community Tree Risk Rating System.

   - **Probability of Failure (1–4 points)**—Identifies the most likely failure and rates the likelihood that the structural defect(s) will result in failure based on observed, current conditions.
   - **Size of Defective Part (1–3 points)**—Rates the size of the part most likely to fail.
   - **Probability of Target Impact (1–3 points)**—Rates the use and occupancy of the area that would be struck by the defective part.
   - **Other Risk Factors (0–2 points)**—This category is used if professional judgment suggests the need to increase the risk rating. It is especially helpful to use when tree species growth characteristics become a factor in risk rating. For example, some tree species have growth patterns that make them more vulnerable to certain defects such as weak branch unions and branching shedding.

9. **Risk Rating**—A Risk Rating of each tree is calculated based on the protocol of USDA Forest Service Community Tree Risk Rating System. Generally, trees with the highest numeric risk ratings should receive corrective treatment first. The overall risk rating of the tree will be indicated, based on the sum of above risk assessment field values. See the formula below:

   Risk Rating (3–10 points) = probability of failure (1–4 points) + size of defective part (1–3 points) + probability of target impact (1–3 points) + optional subjective risk rating (0–2 points)

   Assigned risk is meant only to be used as a guideline to make safety-driven maintenance decisions and to direct normal tree maintenance programs efficiently. All risk ratings are based on observable defects at the time of assessment. All observations are made from the ground.

   The following risk ratings will be assigned:

   - **None.** Used for planting and stump sites only.
   - **Low.** Trees designated as presenting a Low risk have minor visible structural defects or wounds in areas with moderate to low public access.

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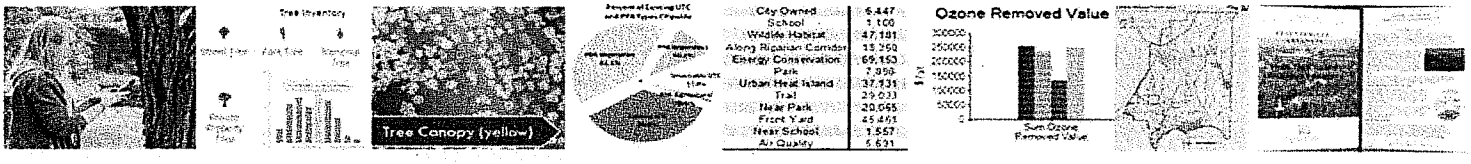

- **Moderate.** Trees designated as presenting a Moderate risk have defects that may be cost-effectively or practically treated. The majority of trees in this category exhibit several moderate defects affecting <40% of a tree's trunk, crown, or critical root zone.

- **High.** Trees designated as presenting a High risk have defects that cannot be cost-effectively or practically treated. The majority of the trees in this category have multiple or significant defects affecting >40% of the trunk, crown, or critical root zone. Defective trees and/or tree parts are most likely between 4–20 inches in diameter and can be found in areas of frequent occupation, such as a main thoroughfare, congested streets, and/or near schools.

- **Severe.** Trees designated as presenting a Severe risk have defects that cannot be cost-effectively or practically treated. The majority of the trees in this category have multiple and significant defects present in the trunk, crown, or critical root zone. Defective trees and/or tree parts are most likely larger than 20 inches in diameter and can be found in areas of frequent occupation, such as a main thoroughfare, congested streets, and/or near schools.

10. **Observations**—General observations warranting recognition include the following:

Cavity Decay	Pest Problem
Grate Guard	Poor Location
Improperly Installed	Poor Root System
Improperly Mulched	Poor Structure
Improperly Pruned	Remove Hardware
Mechanical Damage	Serious Decline
Memorial Tree	Signs of Stress
Nutrient Deficiency	

11. **Further Inspection**—Most trees in this category require an annual inspection for several years. A healthy tree obviously impacted by recent construction serves as a prime example. This tree will need annual evaluations to assess the impact of construction on its root system. Another example would be a tree with a defect requiring additional equipment for investigation.

12. **Clearance Requirements**—Pruning, necessary to meet clearance standards over streets and sidewalks, is noted where branches are considered to be interfering with the movement of vehicles or pedestrians or where they are obstructing signs and street or traffic lights.

13. **Hardscape Damage**—Where trees are present, damage to curbs and cracking or lifting of sidewalk pavement one inch or more is noted.

14. **Aboveground Utilities**—The inventory indicates the presence of overhead utilities at the tree site as well as current conflicts.

15. **Growing Space Type**—General space locations are categorized as:

Island	Raised Planter
Median	Tree Lawn Parkway
Natural Area	Well Pit
Open Unrestricted	

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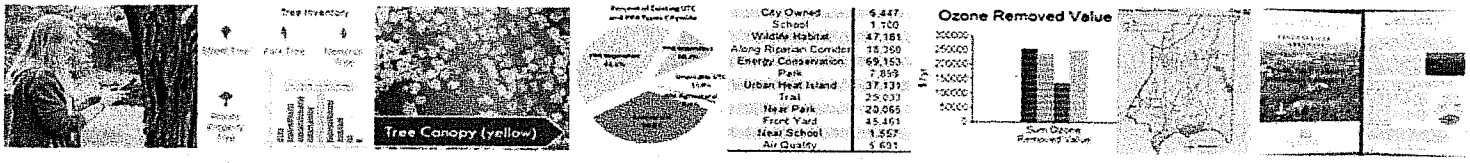

16. **Growing Space Size**—The minimum width of the growing space for root development is recorded.

17. **Additional Notes**—Additional information of possible importance is noted here.

18. **Date of Survey**

Format Options for Data Deliverables

Plan-It Geo can deliver inventory data in a variety of formats and for different systems. The most common formats for data deliverables are:

- Microsoft Excel™
- Microsoft Access™
- XML
- ESRI® Shape file
- ESRI® GeoDatabase
- Google Earth's KML
- i-Tree Streets
- AutoCAD and ArcView

Quality Control

PG will provide and assure the City of Sedalia an accurate and high-quality inventory project. PG can make this assurance through these means:

1. Plan-It Geo's college-educated, professional urban foresters that are Certified Arborists will conduct the inventory. All of our inventory project managers are Certified Arborists through the International Society of Arboriculture; we do not use students or temporary employees.
2. During the inventory process, extensive quality control checks are applied regularly. Using PG's Proprietary Tree Plotter application all data is completely transparent so the City can run quality control checks to verify the accuracy and completeness of the tree inventory data, such as duplicate sites, proper addressing, consistent data field collection, etc.
3. In addition to computerized quality checks and control, a senior inventory arborist on site regularly field checks data collected by other staff to assure adherence to city work specifications and national industry standards.

PG welcomes and encourages the City to periodically perform on-site verification of the data. PG staff will cooperate fully with City staff to achieve a high level of confidence in the accuracy of the data.

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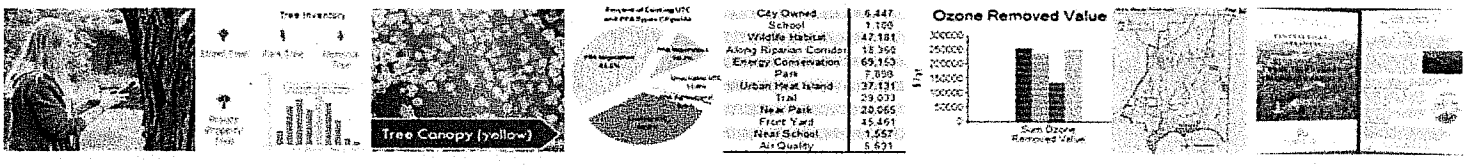

Project Pricing

Tree Inventory

Phase 1 GIS-Based Tree Inventory

Computerized inventory data collection of up to 1,800 existing trees, for a cost of..... $10,150

Tree inventory data will be delivered as i-Tree Streets, ESRI® shapefiles, GeoDatabase, as an Access™ and an Excel™ spreadsheet.

Urban Forest Cloud (Optional)

Urban Forest Cloud Software (1st 3 months)

Access to web-based Urban Forest Cloud software for inventory updates and report generation, for a cost of..... No Charge

Urban Forest Cloud Software (1 year subscription)

Access to web-based Urban Forest Cloud software for inventory updates and report generation, for a cost of..... $1,500

Urban Forest Cloud Software (3-year subscription)

Access to web-based Urban Forest Cloud software for inventory updates and report generation, for a cost of..... $4,000

All prices are guaranteed 60 days from date of proposal. Prices are also dependent upon final methodology chosen by the City, availability, completeness and quality of maps and GIS information, and timing of fieldwork.

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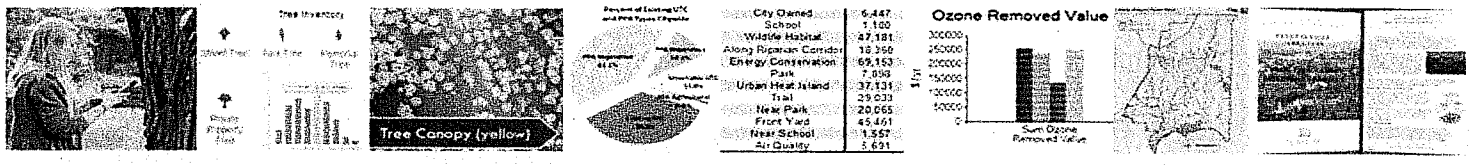

Plan-It Geo Qualifications

Plan-It Geo is an urban forestry consulting company specializing in the development of tools and information to provide innovative solutions for natural resource managers. Our full range of services includes GIS, remote sensing, cost/benefit analysis, urban forest planning, water resources analysis, decision support systems, and web-based solutions.

Plan-It Geo's services include:

- tree and forest canopy inventories
- urban forestry management plans
- web- and mobile-based GIS software applications
- emerald ash borer management/readiness plans
- land cover mapping
- urban tree canopy analysis
- cost/benefit analysis (i-Tree tools)
- education and training seminars
- public speaking

"Helping communities develop reasonable and obtainable tree canopy and diversity goals is an important part of my state urban forestry coordinator duties. Urban Tree Canopy assessments are greatly facilitating this effort thanks to Ian's knowledge, experience, and leadership. From seeking assessment funding, to raising awareness and participation with other municipal departments, to tailoring the final community deliverables, Ian has proven to be an effective and enjoyable partner at both the state and local levels." - - Drew Todd Ohio Urban Forestry Coordinator

Plan-It Geo is the leader in urban forestry and has provided expert consulting to a wide variety of clients, including municipalities, parks, cemeteries, golf courses, utilities, and the private sector.

Our team of ISA Certified Arborists, GIS/IT specialists, and highly trained scientists and field staff has the knowledge, experience, and technology to help you succeed in managing and understanding your include training, consulting, software programming, and contract forestry, will help you achieve your goals.

Plan-It Geo staff specializes in urban forestry locally and nationally for canopy goal setting, planning, species and site selection, ecosystem services analysis, and GIS. Plan-It Geo's project manager has completed projects urban forestry projects with more than 50 municipal foresters, non-profits, universities and state urban forestry coordinators and presented at state and national conferences and workshops over 40 times. We have extensive experience in and knowledge of the U.S. Forest Service i-Tree suite of tools, have partnered with American Forests on ecosystem services analysis projects or performed these ourselves, and are recognized nationally as a trusted source in progressive geospatial analysis and reporting related to urban forestry and green infrastructure.

PG is committed to continuous improvement and customer service. We know that to be the best, we must always work to be better. PG understands that innovation, experience, technology, quality assurance, and communication—provided by a well-trained, professional staff—are keys to successful projects and client satisfaction.

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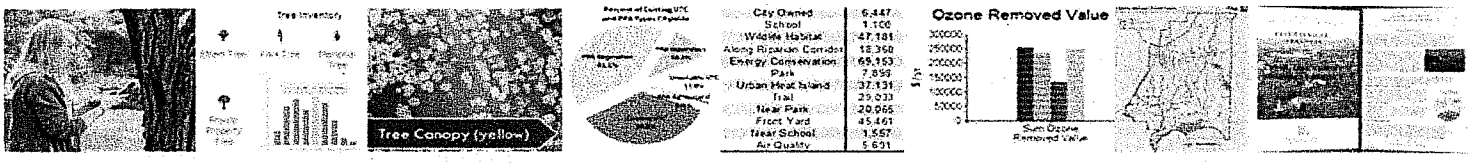

Personnel Profiles

Joshua J. Behounek is an Owner and Director of Field Services for Plan-It Geo based in central Missouri. Mr. Behounek started his career as an inventory arborist for Davey Resource Group working on many large-scale street tree inventories across the country. While in this role, he was responsible for utilizing GPS and computer-based technologies to map tree locations and assess a wide range of various species attributes. After a successful transfer to the Davey Tree residential tree care office in Northwest Chicago, he was able to gain further knowledge as a plant health care technician and tree climber. He was promoted to a Class AA Sales Representative where he was responsible for sales development, production coordination, service calls, and customer relations. Mr. Behounek performed managerial duties over a staff of 26 field workers, including daily assignments and production. He has worked with many municipalities, park districts, colleges, golf courses, and private landowners to help manage and care for their urban forests. Mr. Behounek is an International Society of Arboriculture Certified Arborist (IL-4282A) and a member of the Southern Illinois University Agricultural Leadership Board. Mr. Behounek is a graduate of the Davey Institute of Tree Sciences, a four-week comprehensive training program developed by founder John Davey. He graduated, as a member of Xi Sigma Pi National Honorary Society, with a Bachelor of Science degree in forestry resource management from Southern Illinois University at Carbondale.

Nick Viau is a GIS and Natural Resource Specialist who joined Plan-It Geo in July 2012. Previously with the National Park Service (NPS) on the Natural Resource Stewardship and Science division GIS team, he conducted GIS-based natural resource assessments involving modeling and monitoring of land cover and natural systems. He contributed to 20 inventories ranging from vegetation categorization to coastal riparian change assessment across the NPS network. He possess an in depth knowledge of geospatial analysis, large-scale data management, environmental systems, and scientific reporting. He provides expertise mainly in geospatial analysis and data management but also uses his geologic background to consult on earth-surface processes and environmental parameters. At Plan-It Geo, he focuses on innovative natural resource technology solutions using software such as i-Tree, CommunityViz, Feature Analyst, Open Source GIS software, and Esri's ArcGIS (GIS scripting in Python, cartography, and ArcGIS Online content management). He supports our Urban Forest Cloud web-mapping applications by preparing and managing databases and data entry fields. Nick holds a B.S. in Geology and a minor in GIS from Colorado State University.

Ian Hanou is Owner and Principal as well as project manager with Plan-It Geo. Mr. Hanou has eleven years of experience applying innovative solutions in forestry, planning, natural resources, energy, land management and water resources. His work experience involves tree inventories, GIS analysis, ecosystem services analysis, technical writing, and business development with federal, state, and local government agencies, utilities, private firms, non-profits and universities. He has presented at dozens of conferences on urban forest management, green infrastructure and GIS/remote sensing. He is proficient in data analysis, decision support systems (DSS), and project development relating to studies in watershed health, urban natural resource management, and urban forest / land use planning. He excels at creative marketing, business development, public speaking, and community goal setting. Software specialities include ESRI ArcGIS (Spatial Analyst, Model Builder, ArcGlobe, ArcGIS Server), Feature Analyst, LiDAR Analyst, CommunityViz, ERDAS, ENVI, HAZUS, MARS (LiDAR), i-Tree (USFS), and CITYgreen. He graduated with a Bachelor of Science degree in forestry management with a minor in geographic information systems from Colorado State University.

Richard Thurau, Ph.D is Owner and principal geospatial scientist with Plan-It Geo. Dr. Thurau has more than 10 years of experience working in both natural and urban forest environments. Rich brings to the team technical expertise in tree inventories, remote sensing, statistical analysis, GIS programming and modeling, and technical writing and research, and has contributed to 15 Urban Tree Canopy (UTC) Assessments in 2011 and 2012. As lead geospatial and natural resources scientist, Richard's focus is on the application and management of GIS, remote sensing, and natural resource assessment technologies within urban environments. On broad study in Bloomington, Indiana, Rich gained experience managing a wide range of geospatial tasks within an urban

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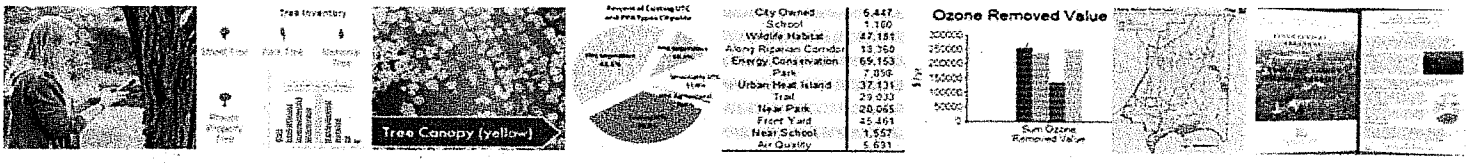
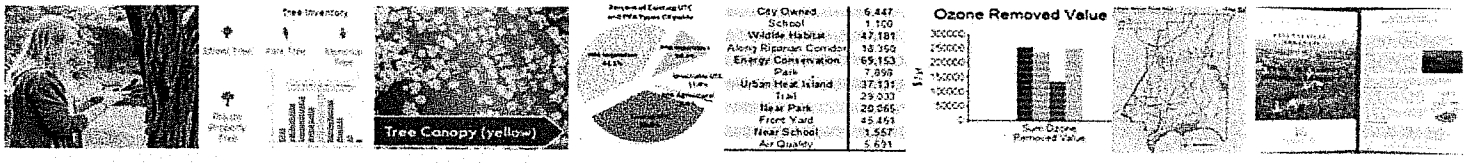


environment including the use of i-Tree STRATUM and the integration of i-Tree Eco, soil sampling, forest canopy mapping, and social factors to assess forest quality and ecosystem services. He has graduated with a Bachelors and Masters of Science in forest resource management from Southern Illinois University at Carbondale and obtained his Ph.D in environmental sceince from Indiana University.

Brian Beck is the director of application development with Plan-It Geo. Mr. Beck is a geospatial programmer with 5 years of diverse experience serving government agencies, environmental groups, academic institutions, tourism and utility industries. He has participated in many projects requiring detailed spatial data analysis for environmental planning, urban planning, resort development, regulatory compliance, hydrologic and geomorphologic assessment. Mr. Beck was recognized early on for his technical skills while studying at the University of Vermont with the ESRI Development Center Student of the Year Award. He has presented geospatial analysis results and techniques to stakeholder groups and several conferences. He is a returning adjunct faculty member in the College of Engineering and Mathematical Sciences at the University of Vermont where he instructs undergraduate and graduate students in traditional computer science concepts as applied in geospatial projects. His technical expertise include vector and raster data analysis, data management best practice implementation, geodatabase design and implementation, quality control and quality assurance development, custom analysis tool programming, and workflow development. Programming specialties include programming custom solutions in Python, ArcObjects and Visual Basic.Net. Software specialties include ESRI ArcGIS (Spatial Analyst, 3D Analyst, ModelBuilder, ArcPy), FME Desktop, ArcSDE, SQL Server 2008, ERDAS Imagine, Visual Studio, PLS-CADD, MS Access, MS Office. Brian graduated with a Bachelor of Science in environmental science with a minor in geospatial technologies from the University of Vermont.

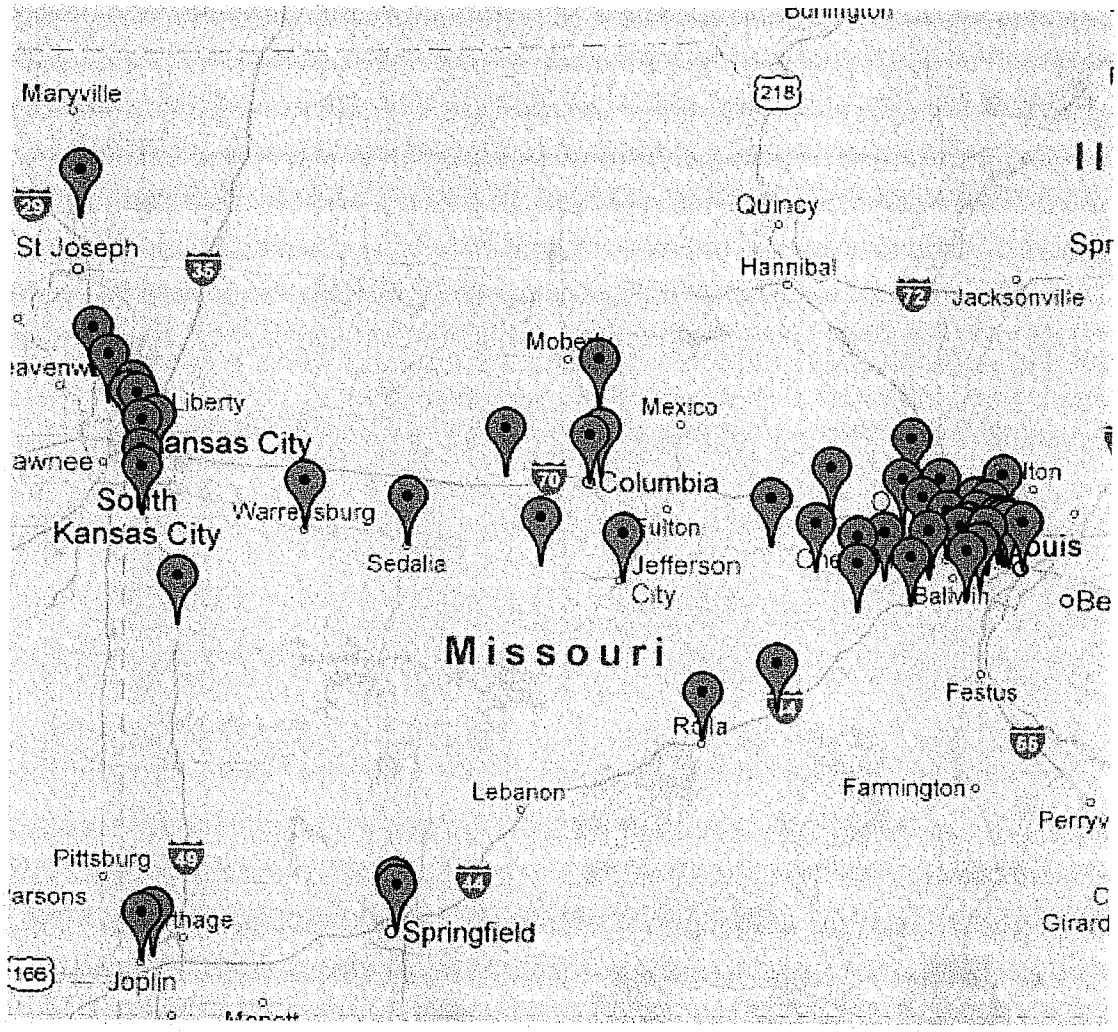
T.J. Wood is a Natural Resources Technician and Landscape Architect at Plan-It Geo. T.J. graduated with a Bachelor of Science in Landscape Architecture from Colorado State University. He is proficient in architectural and design software such as AutoCAD, Google SketchUp, Esri ArcGIS, and the Adobe Creative Suite (Photoshop, Illustrator, and In Design). At Plan-It Geo, he contributes to GIS data development, land cover classification quality control, urban forest and natural resources assessments, design of planting plans, report compilation, and preparation of project deliverables. Prior to working at Plan-It Geo, T.J. has experience conducting tree inventories in Erie, Berthoud, and Wheat Ridge, Colorado and provides invaluable tree identification and risk assessment skills.



Project Manager's Experience and References

The following list includes selected Missouri clients that Mr. Josh Behounek has personally project managed while with a previous company. Many are for tree inventories, management software, GIS applications, tree management plans, operation reviews, and arboricultural training.

Below is a list of Missouri references. For more detailed information about each community visit the interactive map link.



Client Name:	**City of Sedalia**	
Contact:	Bill Beck	660-827-3000
Projects:	Project 1: Park Tree Inventory and Management Plan Project 2: Phase 1 of Street Tree Inventory of 1,800 trees Project 3: Phase 2 of Street Tree Inventory of 1,800 trees	
Client Name:	**KV Pharmaceutical, Bridgeton**	
Contact:	Kurt Buchholz	314-369-2362
Project:	Tree Inventory, Asset Manager Software, and Management Plan	

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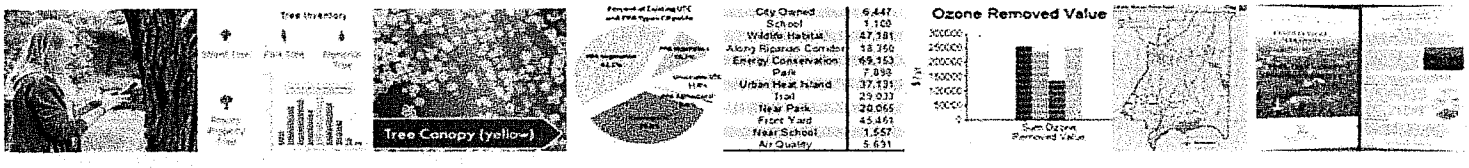

Client Name:	**City of Clayton – Public Works Department**	
Contact:	Gary Scheipeter	314-290-8640
Project:	Phase 1: Street tree Inventory of 4,950 trees, stumps and planting sites	
Client Name:	**City of Clayton – Parks Department**	
Contact:	Susan Renard	312-290-8554
Project:	Park Tree Inventory of Oak Knoll Park and Large-Format Wall Map	
Client Name:	**City of Boonville**	
Contact:	Gary Nauman	660-882-7447
Project:	Park Tree Inventory of 1,200 trees and Management Plan	
Client Name:	**City of Des Peres**	
Contact:	Steve Braddock	314-835-6158
Projects:	Project 1: Park Tree Inventory and Management Plan Project 2: Street Tree Inventory and Management Plan	
Client Name:	**City of Fenton**	
Contact:	Nancy Battersby	636-343-0067
Project:	Street and Park Tree Inventory and Management Plan	
Client Name:	**City of Joplin**	
Contact:	Nathan Turner	417-624-082
Project:	2 Day Arboricultural Training Program	
Client Name:	**Kansas City Zoo**	
Contact:	Bryn Tackle	816-513-4641
Project:	Tree Inventory	
Client Name:	**Bellefontaine Cemetery**	
Contact:	Kevin Hunter	314-381-0750
Project:	Tree Inventory, Management Plan, and Asset Manager Software	
Client Name:	**City of St. Louis**	
Contact:	Greg Hayes	314-613-7205
Projects:	Project 1: i-Tree Streets Analysis and Report Project 2: Phase 1 of Street Tree Inventory of 18,000 trees within 5 city wards including Inventory Summary Reports for each ward. Project 3: Phase 2 of Street Tree Inventory of 20,000 trees, stumps and planting sites within 5 wards. (currently in progress)	
Client Name:	**Forest Park Forever**	
Contact:	Bill Reininger	314-367-7275
Project:	Tree Inventory, Maps, and Management Plan	

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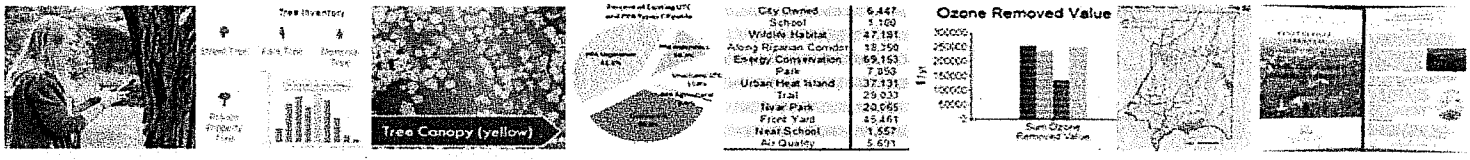

Client Name:	**City of Chesterfield**	
Contact:	Mindy Mohrman	636-812-9512
Projects:	Project 1: Phase 1 of Street Tree Inventory of 17,250 trees, stumps and planting sites Project 2: Phase 2 of Street Tree Inventory of 9,500 trees, stumps and planting sites with an Urban Forest Management Plan	
Client Name:	**City of Creve Coeur**	
Contact:	Doug Seely	314-402-2041
Project:	Park Tree Inventory, Management Plan, Large-Format Wall Maps	
Client Name:	**City of Cuba**	
Contact:	Jill Barnet	573-885-2627
Project:	Inventory of 250 trees along Adopt-A-Highway, Landscape Maps, and 1-day Training Workshop	
Client Name:	**University of Missouri, Kansas City**	
Contact:	Steve Jenks	816-235-1348
Project:	Tree Inventory and Management Plan	
Client Name:	**City of Hermann**	
Contact:	Brian Scott	314-348-5802
Project:	Park and Public Property Inventory of 650 trees, Management Plan, 1-day Training Workshop, and Large-Format Wall Map	
Client Name:	**St. Lous Zoo**	
Contact:	Tony Range	314-646-4675
Project:	Tree Inventory, Management Plan, and Asset Manager Software	
Client Name:	**Missouri State University, Springfield**	
Contact:	Guy DeVault	417-836-5441
Project:	Tree Inventory, Management Plan, and Asset Manager Software	
Client Name:	**City of Town and Country - Parks Department**	
Contact:	Anne Nixon	314-432-6606
Project:	Park Tree Inventory, Management Plan, and Asset Manager Software	
Client Name:	**City of Union**	
Contact:	Michelle Bailey	636-583-8471
Project:	Park Tree Inventory, Management Plan, and Asset Manager	

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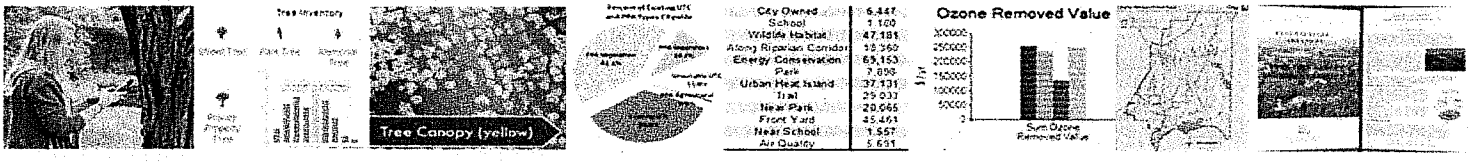

Client Name:	**City of Lake Saint Louis**	
Contact:	Lorri Grueber	636-625-7953
Project:	Park Tree Inventory of 1,500 trees, Inventory Summary Report, and Large-Format Wall Map	
Client Name:	**City of Washington**	
Contact:	Josh Pedersen	630-390-1080
Project:	Tree Inventory, Management Plan and Asset Manager Software	
Client Name:	**City of Manchester**	
Contact:	Eileen Collins	636-391-6326
Project:	Park Tree Inventory of 750 trees, Management Plan, 1-day Training Workshop, and Large Format Wall Map	
Client Name:	**City of Wildwood**	
Contact:	Joanna Browning	636-458-0440
Projects:	Project 1: Phase 1 of Street Tree Inventory Project 2: Phase 2 of Street Tree Inventory Project 3: Phase 3 of Street Tree Inventory Project 4: Phase 4 of Street Tree Inventory Project 5: Park and Trail Tree Inventory with hazard removals	

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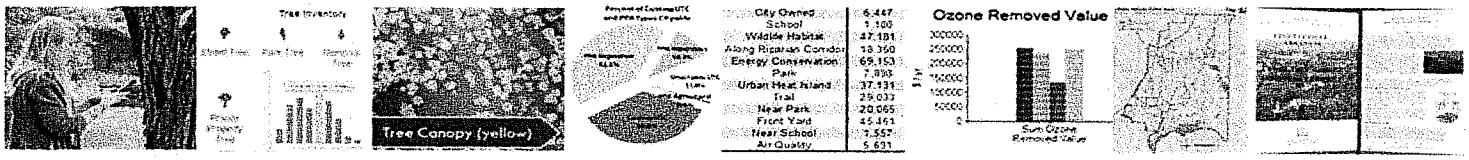
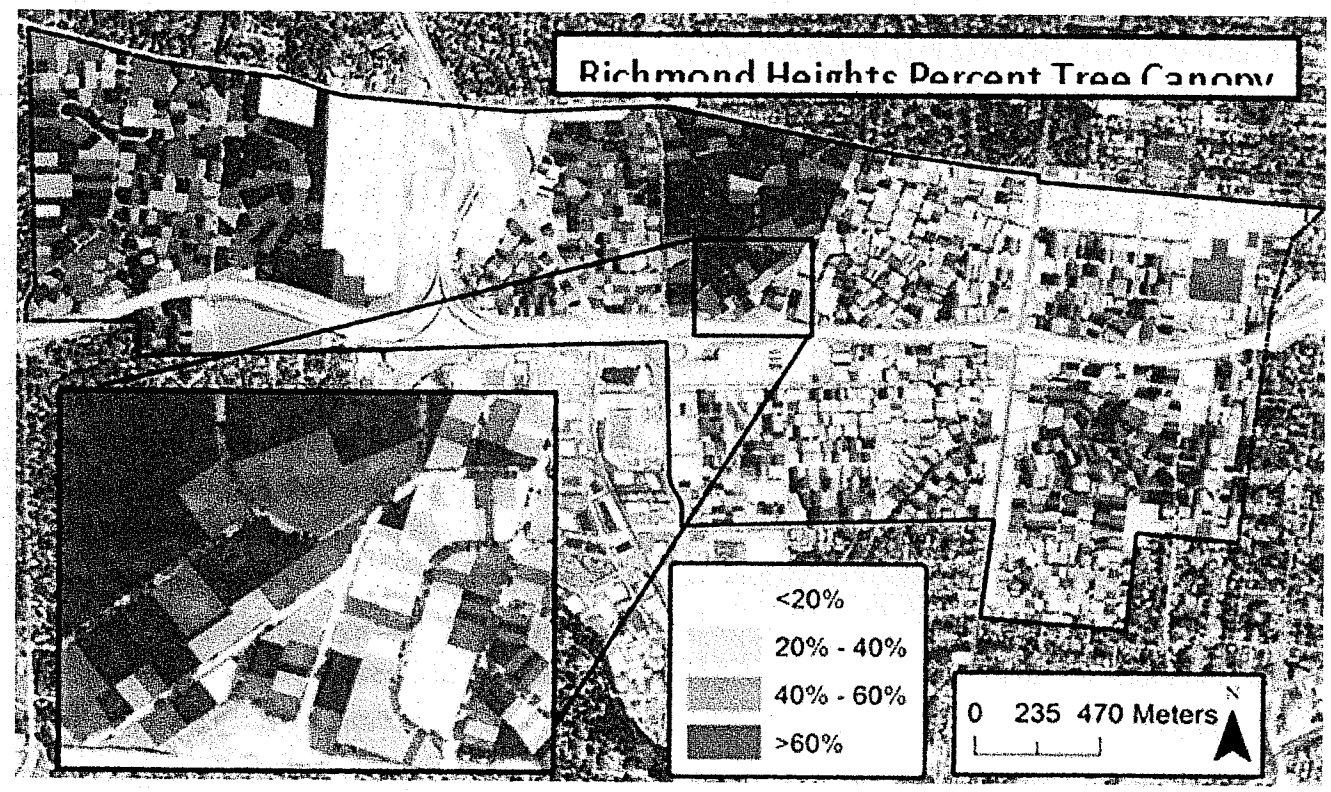


Plan-It Geo's Experience and References

Plan-It Geo has conducted more than 50 municipal urban forestry projects. Our staff have more than 50 years of combined experience providing tree inventories, management plans, natural resource assessments, and installation of tree management software for clients. Projects for the following communities and institutions demonstrate our versatility and ability to provide urban forestry services in a timely and efficient manner with an unwavering focus on quality.

Project Name:	Urban Tree Canopy Change Assessment & Training Workshop
Project Timing:	September 2012 - May 2013
Client:	Forest ReLeaf of Missouri
Contact:	Donna Coble, (314) 533-5323
Brief Project Description:	Assessed Existing, Possible, and Unsuitable UTC in St. Louis County (524 square miles) using 2012 LiDAR and high-resolution multispectral NAIP imagery. Land cover metrics were computed for parcels, land use categories, and 91 municipal boundaries. Nick Viau demonstrated how to use the data at a workshop (Spring 2013). Funding was provided by the Missouri Department of Conservation TRIM grant and the U.S. Forest Service.
Members of this Project Team Involved & their Roles:	Ian Hanou (Project Manager/Senior Analyst), Dr. Richard Thurau (Assistant Project Manager, Geospatial Lead), Brian Beck (GIS Application Developer), Nick Viau (GIS/Natural Resources Specialist), and Chelsea McCabe (GIS Specialist)



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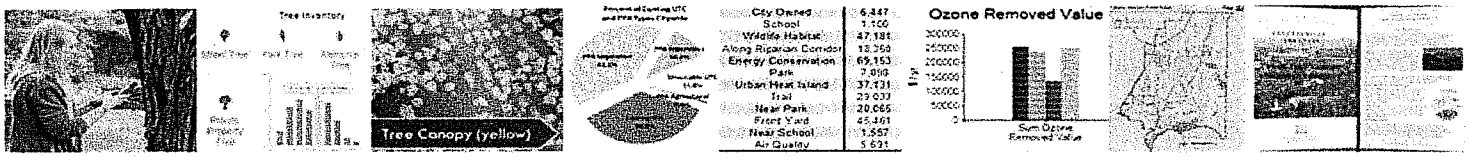
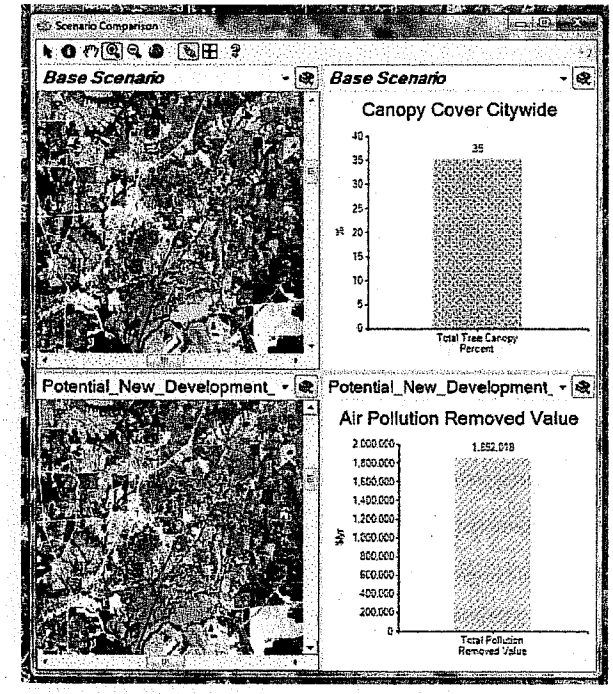
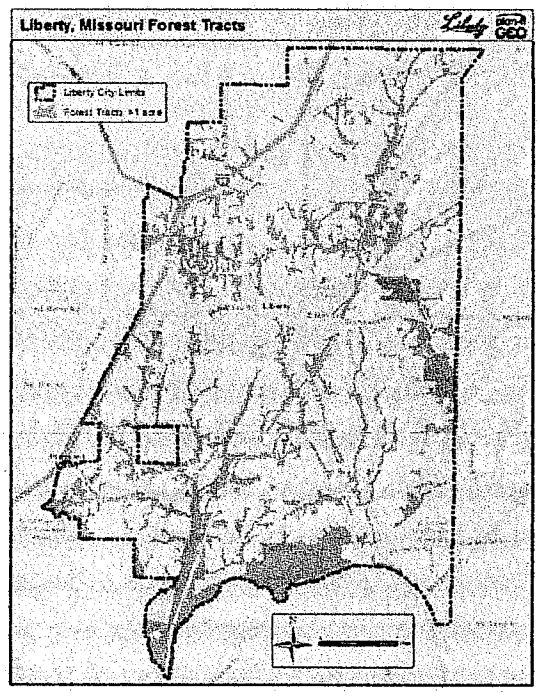
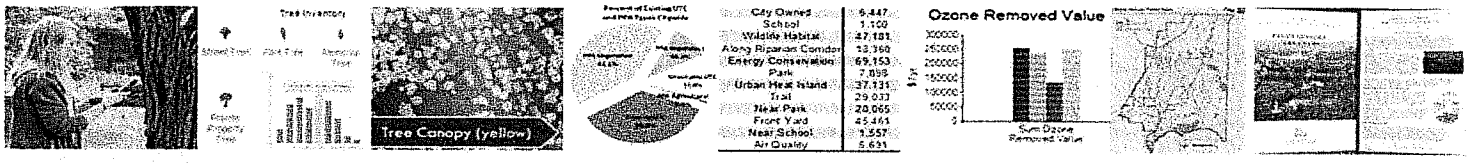


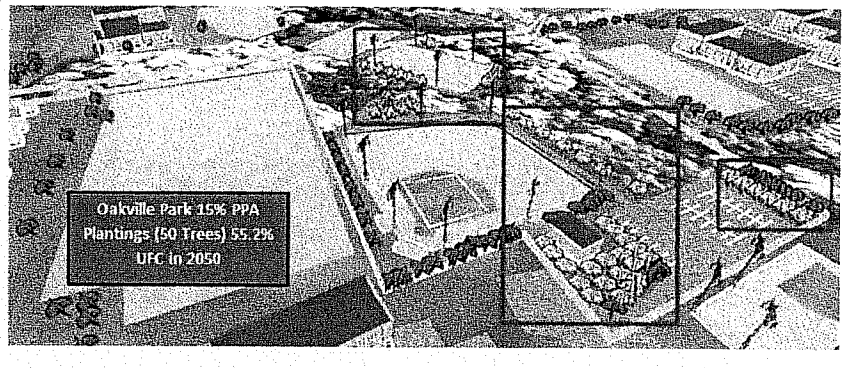
Project Name:	Forest Conservation Priority Ranking Model
Project Timing:	September 2012 – April 2013
Client:	City of Liberty, MO
Contact:	Chris Wilson, 816-439-4384, cwilson@ci.liberty.mo.us
Brief Project Description:	Conducted a Community Forest Conservation Assessment of forest tracts across the City in 3 objectives: 1) Analyze forest canopy and impervious surface change, 2) Develop a survey to drive a criteria-based Conservation Priority Ranking Model (CPRM) to prioritize tracts for conservation and encourage development in areas with lower overall forest values, and 3) Locate and prioritize potential forest restoration areas to enhance forest connectivity and ecosystem services. The final forest values map and other data will help develop partnerships, pursue funding, provide vital data for future Parks and Open Space planning efforts, and inform future land use and development plans and programs. The model allows a community to place a value on specific forest tracts for conservation during development and planning decisions. A GIS-based suitability model and rapid forest field assessment were used.
Members of this Project Team Involved & their Roles:	Ian Hanou (Project Manager/Senior Analyst), Dr. Richard Thurau (Assistant Project Manager, Geospatial Lead) , Nick Viau (GIS/Natural Resources Specialist)

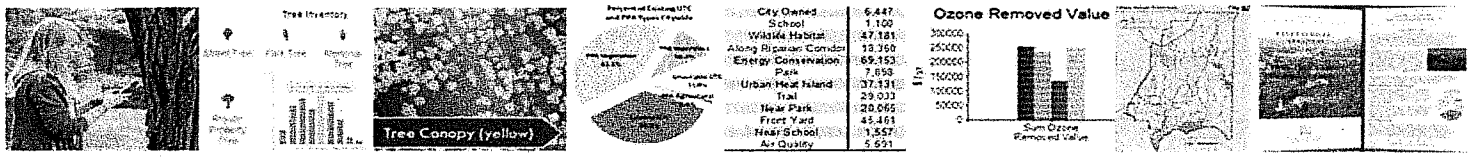




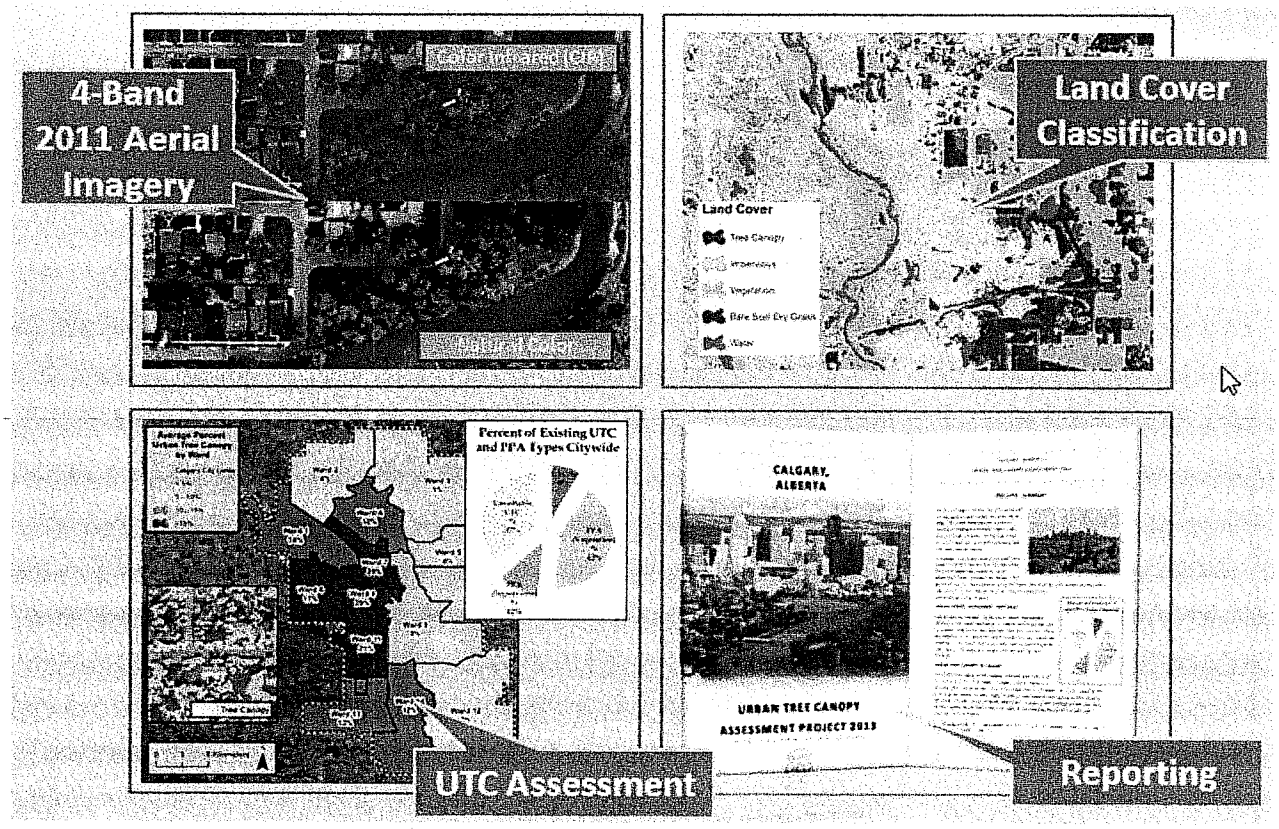


Project Name:	Canopy Assessment, EAB Host Mapping, Canopy Scenario Pilots
Project Timing:	2010 through 2013
Client:	Town of Oakville, Ontario Parks and Open Space Dept.
Contact:	John McNeil, 905-845-6601 ext.3395, jmcneil@oakville.ca
Brief Project Description:	Since 2010, Oakville has contracted with Plan-It Geo (PG) for Urban Forest Canopy (UFC) analysis and scenario planning. A 2010 project included a hyperspectral imaging analysis of ash trees on private property for EAB risk management and a UFC Assessment that mapped current canopy and available planting area town-wide, by communities, and by zoning/land use categories. In 2012, PG acquired new multispectral satellite imagery of the Town and assessed EAB dieback across Town parks. In 2013, PG conducted two pilot studies focusing on parks and then all properties in scenarios to achieve 40% UFC by 2035.
Members of this Project Team Involved & their Roles:	Ian Hanou (Project Manager/Senior Analyst), Dr. Richard Thurau (Assistant Project Manager, Geospatial Lead)





Project Name:	Calgary Urban Tree Canopy Assessment & Planting Prioritization
Project Timing:	August 2012 - May 2013
Client:	City of Calgary Parks
Contact:	Jill-Anne Spence, (403) 537-7519, Jill-Anne.Spence@calgary.ca
Brief Project Description:	As a subcontractor to Urban Forest Innovations, PG conducted a GIS and remote sensing based Urban Tree Canopy (UTC) Assessment in Calgary in 2012/2013. The analysis of over 800 square kilometers presented many technical challenges PG was able to overcome through sophisticated GIS analysis models. Canopy and priority planting areas were analyzed for 292 communities, 67 categories of descriptive land use types (then summarized to seven broad types), and over 300,000 individual parcels. The final report included two neighborhood-level use cases highlighting residential energy conservation and urban heat island mitigation potential from trees. A GIS-based suitability model prioritized tree planting by community boundary based on existing canopy, planting space, and riparian corridors among other criteria.
Members of this Project Team Involved & their Roles:	Ian Hanou (Project Manager/Senior Analyst), Dr. Richard Thurau (Assistant Project Manager, Geospatial Lead), Nick Viau (GIS/Natural Resources Specialist), Chelsea McCabe (GIS Specialist)



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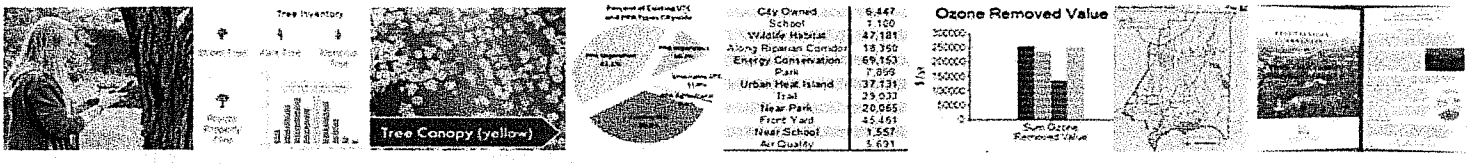
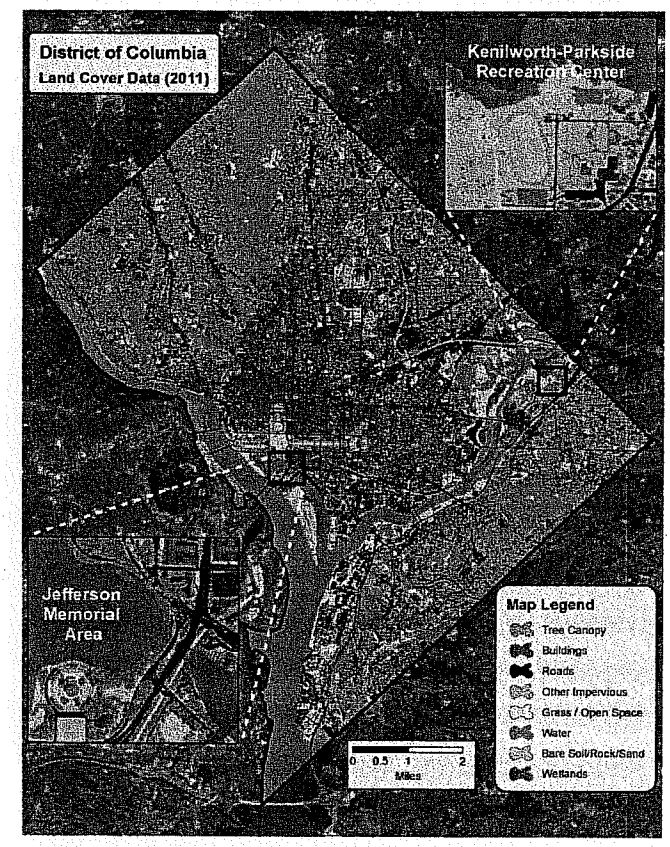
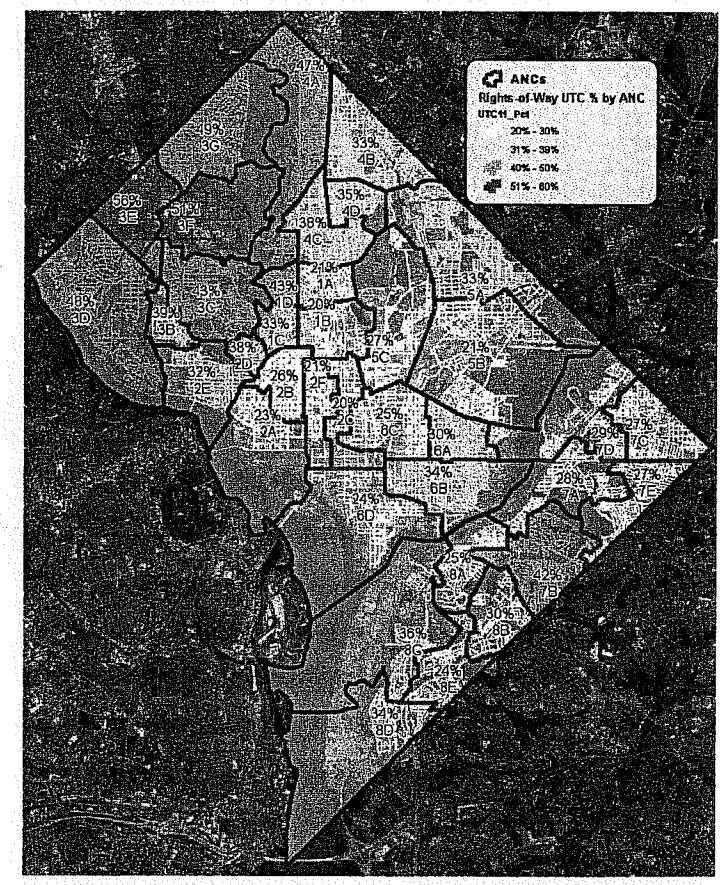


Project Name:	Urban Tree Canopy Change Assessment & Planting Tools
Project Timing:	July 2012 – April 2013
Client:	Metropolitan Washington Council of Governments (MWCOG) and District of Columbia Urban Forest Administration (UFA)
Contact:	Brian LeCouteur (202.962-3393) and Monica Lear (202.671-5114)
Brief Project Description:	MWCOG and DC UFA have been working with Ian Hanou and Rich Thurau for the last year on an update to their UTC Assessment data. We recently completed an analysis of tree canopy change from 2006 to 2011 and are now developing custom tools such as "low-tech" Interactive UTC PDF maps and more sophisticated GIS-based land use planning tools that integrate UTC data, priority planting areas, cost/benefit data, and maintenance forecasting. UFA has been thrilled at the level of detail and custom support provided in the development of these tools.
Members of this Project Team Involved & their Roles:	Ian Hanou (Project Manager/Senior Analyst), Dr. Richard Thurau (Assistant Project Manager, Geospatial Lead), Brian Beck (GIS Application Developer), Nick Viau (GIS/Natural Resources Specialist)





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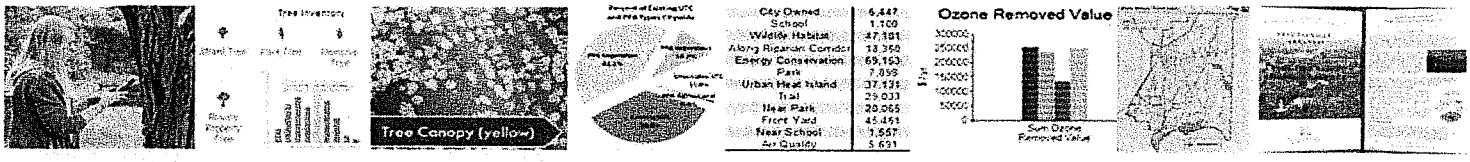
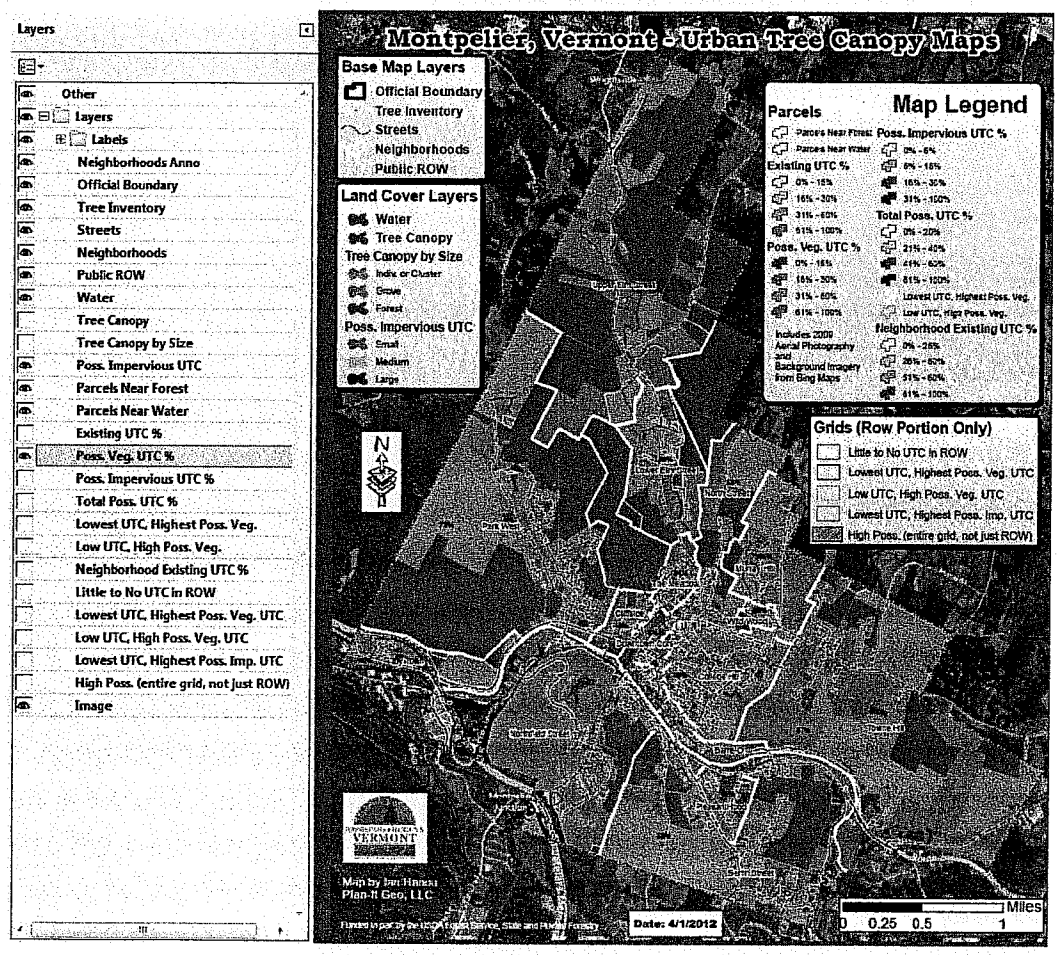


Project Name:	Interactive Canopy Maps for 4 Vermont Communities
Project Timing:	Spring 2012
Client:	State of Vermont Department of Forests, Parks and Recreation
Contact:	Danielle Fitzko, (802) 583-7508, danielle.fitzko@state.vt.us
Brief Project Description:	This project involved making UTC GIS data layers more user-friendly and accessible through interactive PDF "UTC" maps that highlight priority areas for tree planting and tree preservation, where layers in the PDF can be turned on/off and zoomed into. UTC assessment datasets were queried and displayed to show parcels and other boundaries that have low existing tree cover but high potential tree canopy. Overlays such as riparian areas, land use/zoning types, forest connectivity, and street rights-of-way were incorporated into the analysis and maps. The final products include Adobe PDF interactive maps, ESRI GIS data layers with associated project layout files (.mxd), supporting Excel spreadsheets, and online consultation/training.
Members /Roles:	Ian Hanou (Project Manager/Senior GIS and Urban Forestry Analyst)



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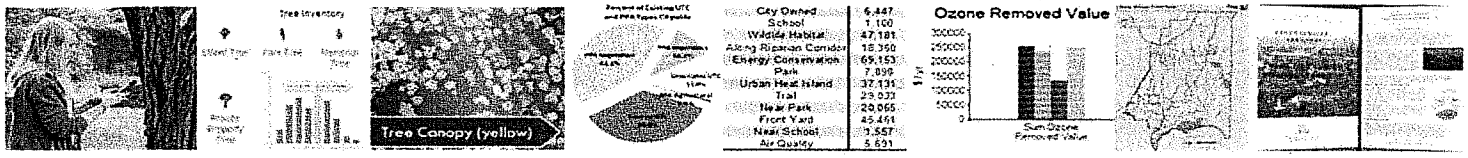
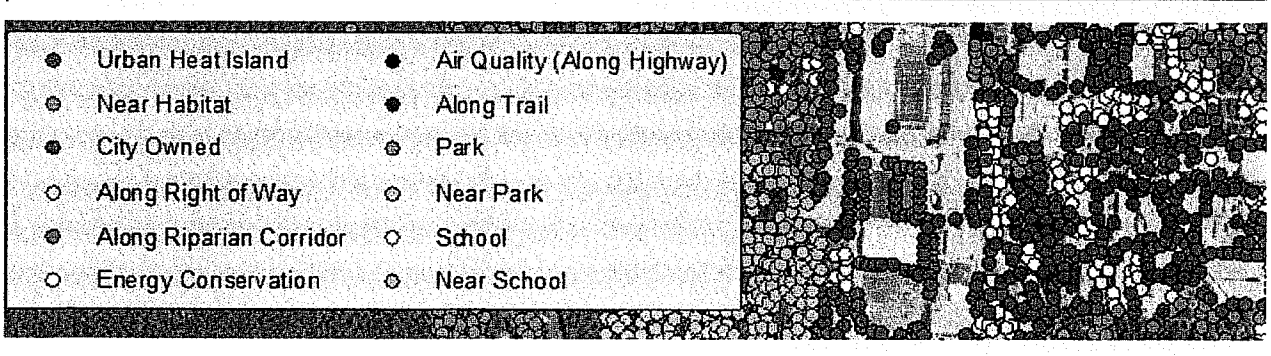


Project Name:	Urban Tree Canopy & Ecosystem Services Analysis
Project Timing:	September - December 2012
Client:	City of Fayetteville, Arkansas Parks
Contact:	Megan Dale, Urban Forester, (479) 444-3470
Brief Project Description:	Plan-It Geo completed a comprehensive UTC study in Fayetteville involving GIS and remote sensing of land cover classification data, analysis of existing canopy and possible planting areas, prioritization of GIS-based potential planting sites, CITYgreen analysis, training, and reporting. We brought new accuracy assessment methodologies to the USFS through this work and closely examined prior land cover data sets that will be difficult to use in comparing canopy due to resolution and poor quality control. Ian Hanou presented results to the City Council and provided a workshop training session.
Members of this Project Team Involved & their Roles:	Ian Hanou (Project Manager/Senior Analyst), Dr. Richard Thurau (Assistant Project Manager, Geospatial Lead), Brian Beck (GIS Application Developer), Nick Viau (GIS/Natural Resources Specialist), and Chelsea McCabe (GIS Specialist)

			Additional UTC Acres from Planting:		% of Additional UTC Acres Needed to Reach 40% UTC Goal:	
Planting Site Attribute	Total # of Planting Sites	General Criteria Used	25% of Planting Sites	50% of Planting Sites	25% of Planting Sites	50% of Planting Sites
City Owned	6,447	On City Owned Property	26	52	2%	4%
School	1,100	On School Parcel	4	9	0%	1%
Wildlife Habitat	47,181	Within 50 ft of Large Forests	191	383	14%	27%
Along Riparian Corridor	18,360	Within 100 ft of Riparian Corridor	74	149	5%	11%
Energy Conservation	69,153	Within 50 ft of Building	281	561	20%	40%
Park	7,898	On Park Parcel	32	64	2%	5%
Urban Heat Island	37,131	Within 50 ft of Large Impervious Area	151	301	11%	22%
Trail	29,033	Within 100 ft of Trail	118	236	8%	17%
Near Park	20,065	Within 1/8 mi of Park	81	163	6%	12%
Front Yard	45,461	Within 25 ft of Rights of Way	184	369	13%	26%
Near School	1,557	Within 1/8 mi of School	6	13	0%	1%
Air Quality	5,691	Within 50 ft of Highways/Arterials	23	46	2%	3%



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BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE APPROVING AND ACCEPTING AN AGREEMENT BY AND BETWEEN THE CITY OF SEDALIA, MISSOURI AND IDEKER, INC. FOR THE RECONSTRUCTION OF 5,000 FEET OF RUNWAY 18-36 AND REPLACEMENT OF THE M.I.R.L. SYSTEM AT THE SEDALIA REGIONAL AIRPORT.

WHEREAS, The City of Sedalia, Missouri, received a proposal from Ideker, Inc.; and

WHEREAS, under the proposal, the City of Sedalia, Missouri, shall give the total sum and amount of Three Million Three Hundred Seventy-six Thousand Nine Hundred Sixty-eight Dollars and Thirty-nine Cents ($3,376,968.39) to Ideker, Inc. for the reconstruction of 5,000 feet out of the 5,500 feet of Runway 18-36 and replacement of the M.I.R.L. System at the Sedalia Regional Airport as described in the proposed bid documents and agreement attached as Exhibit A and incorporated by reference as though the proposed documents were set forth herein.

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

Section 1. The Council of the City of Sedalia, Missouri, hereby approves and accepts the agreement by and between the City of Sedalia, Missouri, and Ideker, Inc. in substantively the same form and content as the agreement has been proposed.

Section 2. The City Administrator is authorized and directed to execute and the City Clerk is hereby authorized and directed to attest and fix the seal of the City of Sedalia, Missouri, on the document in substantively the same form and content as it has been proposed.

Section 3. The City Clerk is hereby directed to file in her office a duplicate or copy of the document after it has been executed by the parties or their duly authorized representatives.

Section 4. This ordinance shall take effect and be in full force and effect from and after its passage and approval.

Read two times by title, copies of the proposed ordinance having been made available for public inspection prior to the time the bill is under consideration by the Council and passed by the Council of the City of Sedalia, Missouri this 7th day of October 2013.

_____
Presiding Officer of the Council

Approved by the Mayor of said City this 7th day of October 2013.

_____
Mary Elaine Horn, Mayor

ATTEST:

_____
Arlene Silvey, MRCC City Clerk

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PROPOSAL FORM
CITY OF SEDALIA, MISSOURI
State Block Grant Project No. **10-020A-1**

TO: Airport Manager

The undersigned, in compliance with the request for bids for construction of the following Project:

Base Bid
Reconstruct 5,000' of Runway 18-36 (5,500' x 100')
Replace M.I.R.L. System

hereby proposes to furnish all labor, permits, material, machinery, tools, supplies and equipment to faithfully perform all work required for construction of the Project in accordance with the project manual, project drawings and issued Addenda within the specified time of performance for the following prices:

BID ITEM	FAA or MoDOT SPEC.	ITEM DESCRIPTION	APPROX. QTY. AND UNITS	UNIT PRICE		EXTENSION	
				DOLLARS	CTS	DOLLARS	CTS
BASE BID Reconstruct 5,000' of Runway 18-36 (5,500' x 100')Replace M.I.R.L. System							
1	MO-100	Mobilization	1 L.S.	$ 275,000	00	$ 275,000	00
2	TEMP	Temporary Marking, Lighting and Barricades	1 L.S.	$ 13,200	00	$ 13,200	00
3	MO-152	Class A Excavation	100,746 C.Y.	$ 3	00	$ 302,238	00
4	P-155	Lime	1,952 TON	$ 125	00	$ 244,000	00
5	P-155	Lime Stabilized Subgrade (12")	59,030 S.Y.	$ 3	00	$ 177,090	00
6	MO-156	Erosion Control Barrier (Silt Fence)	5,050 L.F.	$ 2	50	$ 12,625	00
7	MO-156	Erosion Control Barrier (Straw Bales)	516 L.F.	$ 7	00	$ 3,612	00
8	P-219	Recycled Concrete Pavement Aggregate Base Course (6")	59,030 S.Y.	$ 3	25	$ 191,847	50
9	MO-501	P.C.C. Pavement (8")	57,809 S.Y.	$ 25	00	$ 1,445,225	00
10	MO-601	Pavement Marking Removal	8,992 S.F.	$ 2	00	$ 17,984	00
11	MO-601	Saw Cut	269 L.F.	$ 5	00	$ 1,345	00
12	MO-601	Existing P.C.C. Pavement Removal (6" +/-) (Stockpile)	58,521 S.Y.	$ 3	25	$ 190,193	25
13	MO-601	Remove Existing Underdrain System	1 L.S.	$ 9,500	00	$ 9,500	00
14	MO-620	Reflectorized Pavement Marking	33,696 S.F.	$ 1	34	$ 45,152	64
15	MO-620	Non Reflectorized Pavement Marking	8,692 S.F.	$ 1	00	$ 8,692	00
16	MO-620	Temporary Non Reflectorized Pavement Marking	5,029 S.F.	$ 1	00	$ 5,029	00
17	MO-705	Conventional Underdrain (4")	9,846 L.F.	$ 14	25	$ 140,305	50
18	MO-705	Non-Perforated Outlet Pipe (4")	1,698 L.F.	$ 5	50	$ 9,339	00
19	MO-705	Underdrain Cleanout Riser	14 EA.	$ 415	00	$ 5,810	00
20	MO-705	Splash Pad	9 EA.	$ 415	00	$ 3,735	00

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21	MO-901	Seeding	61.1 ACRE	$ 615	00	$ 37,576	50
22	MO-905	Topsoiling	24,650 C.Y.	$ 1	40	$ 34,510	00
23	MO-908	Mulching	61.1 ACRE	$ 615	00	$ 37,576	50
24	MO-108	Underground Cable (1/c, #8 AWG, 5kV, XLP/USE)	14,844 L.F.	$ 1	25	$ 18,555	00
25	MO-108	Underground Cable (1/c, #2 AWG, 600V)	9,420 L.F.	$ 2	50	$ 23,550	00
26	MO-108	**Ground, #6 AWG Insulated Wire (600V, XHHW) Green Revised Per Addendum No. 1**	4,125 L.F.	$ 2	00	$ 8,250	00
27	MO-108	Bare Counterpoise Wire (#6 AWG) Installed in Separate Trench	11,809 L.F.	$ 1	50	$ 17,713	50
28	MO-108	Cable Trenching	17,148 L.F.	$ 2	00	$ 34,296	00
29	MO-110	2-4" PVC, Schedule 40, Concrete Encased Electrical Duct	212 L.F.	$ 39	00	$ 8,268	00
30	MO-120	Relocate 2-Box PAPI System	1 EA.	$ 5,000	00	$ 5,000	00
31	MO-125	Removal of Existing Lighting System	1 L.S.	$ 2,000	00	$ 2,000	00
32	MO-125	Relocate REIL System	2 EA.	$ 5,000	00	$ 10,000	00
33	MO-125	M.I.R.L., Base Mounted (Red/Green)	4 EA.	$ 600	00	$ 2,400	00
34	MO-125	M.I.R.L., Stake Mounted (Red/Green)	12 EA.	$ 425	00	$ 5,100	00
35	MO-125	M.I.R.L., Base Mounted (Clear/Yellow)	8 EA.	$ 610	00	$ 4,880	00
36	MO-125	M.I.R.L., Stake Mounted (Clear/Yellow)	32 EA.	$ 400	00	$ 12,800	00
37	MO-125	M.I.R.L., Base Mounted (Clear/Clear)	2 EA.	$ 600	00	$ 1,200	00
38	MO-125	M.I.R.L., Stake Mounted (Clear/Clear)	11 EA.	$ 400	00	$ 4,400	00
39	MO-125	M.I.T.L., Stake Mounted (Blue Lens)	16 EA.	$ 420	00	$ 6,720	00
40	MO-125	Retroreflective Marker	2 EA.	$ 125	00	$ 250	00
BASE BID TOTAL						$3,376,968	39

ACKNOWLEDGEMENTS BY BIDDER

a. By submittal of a proposal, the BIDDER acknowledges and accepts that the quantities established by the OWNER are an approximate estimate of the quantities required to fully complete the Project and that the estimated quantities are principally intended to serve as a basis for evaluation of bids. The BIDDER further acknowledges and accepts that payment under this contract will be made only for actual quantities and that quantities will vary in accordance with the General Provisions subsection entitled "Alteration of Work and Quantities".

b. The BIDDER acknowledges and accepts that the Bid Documents are comprised of the documents identified within the General Provisions. The BIDDER further acknowledges that each the individual documents that comprise the Bid Documents are complementary to one another and together establishes the complete terms, conditions and obligations of the successful BIDDER.

c. As evidence of good faith in submitting this proposal, the undersigned encloses a bid guaranty in the form of a certified check, cashier's check or bid bond in the amount of 5% of the bid price. The BIDDER acknowledges and accepts that refusal or failure to accept award and execute a contract within the terms and conditions established herein will result in forfeiture of the bid guaranty to the owner as a liquidated damage.

FORM OF
CONTRACT AGREEMENT
CITY OF SEDALIA, MISSOURI
State Block Grant Project No. **10-020A-1**

THIS AGREEMENT, made as of this _____ day of _____, 20_____, is

BY AND BETWEEN

the OWNER: Name: **City of Sedalia, Missouri**

Address: **200 S. Osage Avenue**

City/State/Zip Code: **Sedalia, MO 65301**

And the CONTRACTOR: Name: **Ideker, Inc.**

Address: **4614 S. 40th Street**

City/State/Zip Code: **St. Joseph, MO 64503**

WITNESSETH:

WHEREAS it is the intent of the Owner to make improvements at **Sedalia Regional Airport** generally described as follows;

BASE BID
Reconstruct 5,000' of Runway 18-36 (5,500' x 100')
Replace M.I.R.L. System

hereinafter referred to as the Project.

NOW THEREFORE in consideration of the mutual covenants hereinafter set forth, OWNER and CONTRACTOR agree as follows:

Article 1 – Work
It is hereby mutually agreed that for and in consideration of the payments as provided for herein to the CONTRACTOR by the OWNER, CONTRACTOR shall faithfully furnish all necessary labor, equipment, and material and shall fully perform all necessary work to complete the Project in strict accordance with this Contract Agreement and the Contract Documents.

Article 2 – Contract Documents
CONTRACTOR agrees that the Contract Documents consist of the following: this Agreement, General Provisions, Supplementary Provisions, Specifications, Drawings, all issued addenda, Notice-to-Bidders, Instructions-to-Bidders, Proposal and associated attachments, Performance Bond, Payment Bond, Wage Rate Determinations, Insurance certificates, documents incorporated by reference, documents incorporated by attachment, and all OWNER authorized change orders issued subsequent to the date of this agreement. All documents comprising the Contract Documents are complementary to one another and together establish the complete terms, conditions and obligations of the CONTRACTOR. All said Contract Documents are incorporated by reference into the Contract Agreement as if fully rewritten herein or attached thereto.

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Article 3 – Contract Price
In consideration of the faithful performance and completion of the Work by the CONTRACTOR in accordance with the Contract Documents, OWNER shall pay the CONTRACTOR an amount equal to:

Three Million Three Hundred Seventy-Six Thousand Nine Hundred Sixty-Eight Dollars and Thirty-Nine Cents	($ **3,376,968.39**)
(Amount in Written Words)	(Amount in Numerals)

subject to the following;

a. Said amount is based on the schedule of prices and estimated quantities stated in CONTRACTOR'S Bid Proposal, which is attached to and made a part of this Agreement;

b. Said amount is the aggregate sum of the result of the CONTRACTOR'S stated unit prices multiplied by the associated estimated quantities;

c. CONTRACTOR and OWNER agree that said estimated quantities are not guaranteed and that the determination of actual quantities is to be made by the OWNER'S ENGINEER;

d. Said amount is subject to modification for additions and deductions as provided for within the Contract General Provisions.

Article 4 – Payment
Upon the completion of the work and its acceptance by the OWNER, all sums due the CONTRACTOR by reason of faithful performance of the work, taking into consideration additions to or deductions from the Contract price by reason of alterations or modifications of the original Contract or by reason of "Extra Work" authorized under this Contract, will be paid to the CONTRACTOR by the OWNER after said completion and acceptance.

The acceptance of final payment by the CONTRACTOR shall be considered as a release in full of all claims against the OWNER, arising out of, or by reason of, the work completed and materials furnished under this Contract.

OWNER shall make progress payments to the CONTRACTOR in accordance with the terms set forth in the General Provisions. Progress payments shall be based on estimates prepared by the ENGINEER for the value of work performed and materials completed in place in accordance with the Contract Drawings and Specifications.
Progress payments are subject to retainage requirements as set forth in the General Provisions.

Article 5 – Contract Time
The CONTRACTOR agrees to commence work within ten (10) calendar days of the date specified in the OWNER'S Notice-to-Proceed. CONTRACTOR further agrees to complete said work within **one hundred fifty (150) calendar days, for the Base Bid,** of the commencement date stated within the Notice-to-Proceed.

It is expressly understood and agreed that the stated Contract Time is reasonable for the completion of the Work, taking all factors into consideration. Furthermore, extensions of the Contract Time may only be permitted by execution of a formal modification to this Contract Agreement in accordance with the General Provisions and as approved by the OWNER.

Article 6 – Liquidated Damages
The CONTRACTOR and OWNER understand and agree that time is of essence for completion of the Work and that the OWNER will suffer additional expense and financial loss if said Work is not completed within the authorized Contract Time. Furthermore, the CONTRACTOR and OWNER recognize and understand the difficulty, delay, and expense in establishing the exact amount of actual financial loss and additional expense. Accordingly, in place of requiring such proof, the CONTRACTOR expressly agrees to pay the OWNER as liquidated damages the non-penal sum of **$1,000** per day for each calendar day required in excess of the authorized Contract Time.

Furthermore, the CONTRACTOR understands and agrees that;

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a. the OWNER has the right to deduct from any moneys due the CONTRACTOR, the amount of said liquidated damages;

b. the OWNER has the right to recover the amount of said liquidated damages from the CONTRACTOR, SURETY or both.

Article 7 – CONTRACTOR'S Representations
The CONTRACTOR understands and agrees that all representations made by the CONTRACTOR within the Proposal Form shall apply under this Agreement as if fully rewritten herein.

Article 8 – CONTRACTOR'S Certifications
The CONTRACTOR understands and agrees that all certifications made by the CONTRACTOR within the Proposal shall apply under this Agreement as if fully rewritten herein. The CONTRACTOR further certifies the following;

a. **Certification of Eligibility (29 CFR Part 5.5)**
   i. By Entering into this contract, the CONTRACTOR certifies that neither he or she nor any person or firm who has an interest in the CONTRACTOR'S firm is a person or firm ineligible to be awarded Government contracts by virtue of Section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1);

   ii. No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of Section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1);

   iii. The penalty for making false statements is prescribed in the U.S. Criminal Code 18 U.S.C.

b. **Certification of Non-Segregated Facilities (41 CFR Part 60-1.8)**
   The federally-assisted construction CONTRACTOR, certifies that it does not maintain or provide, for its employees, any segregated facilities at any of its establishments and that it does not permit its employees to perform their services at any location, under its control, where segregated facilities are maintained. The BIDDER certifies that it will not maintain or provide, for its employees, segregated facilities at any of its establishments and that it will not permit its employees to perform their services at any location under its control where segregated facilities are maintained. The Bidder agrees that a breach of this certification is a violation of the Equal Opportunity Clause, which is to be incorporated in the contract.

   As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms, and washrooms, restaurants and other eating areas, timeclocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated on the basis of race, color, religion, or national origin because of habit, local custom, or any other reason. The Bidder agrees that (except where it has obtained identical certifications from proposed subcontractors for specific time periods) it will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding $10,000 which are not exempt from the provisions of the Equal Opportunity Clause and that it will retain such certifications in its files.

Article 9 – Miscellaneous

a. CONTRACTOR understands that it shall be solely responsible for the means, methods, techniques, sequences and procedures of construction in connection with completion of the Work;

b. CONTRACTOR understands and agrees that it shall not accomplish any work or furnish any materials that are not covered or authorized by the Contract Documents unless authorized in writing by the OWNER or ENGINEER;

c. The rights of each party under this Agreement shall not be assigned or transferred to any other person, entity, firm or corporation without prior written consent of both parties;

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d. OWNER and CONTRACTOR each bind itself, their partners, successors, assigns and legal representatives to the other party in respect to all covenants, agreements, and obligations contained in the Contract Documents.

Article 10 – OWNER'S Representative
The OWNER'S Representative, herein referred to as ENGINEER, is defined as follows:

H.W. Lochner, Inc.
903 E. 104th Street
Suite 800
Kansas City, MO 64131

Said ENGINEER will act as the OWNER'S representative and shall assume all rights and authority assigned to the ENGINEER as stated within the Contract Documents in connection with the completion of the Project Work.

IN WITNESS WHEREOF, OWNER and CONTRACTOR have executed five (5) copies of this Agreement on the day and year first noted herein.

OWNER

Name: **City of Sedalia, Missouri**

Address: **200 S. Osage Avenue**

Sedalia, MO 65301

By: _____
Signature

City Administrator
Title of Representative

ATTEST:

By: _____
Signature

City Clerk
Title

CONTRACTOR

Name: **Ideker, Inc.**

Address: **4614 S. 40th Street**

St. Joseph, MO 64503

By: _____
Signature

President
Title of Representative

ATTEST

By: _____
Signature

Secretary
Title

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BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE NO. 9940 RELATING TO AMENDING AN EXISTING CLASSIFICATION AND JOB DESCRIPTION FOR LAB TECHNICIAN FOR THE PUBLIC WORKS DEPARTMENT AND ADDING A NEW CLASSIFICATION AND JOB DESCRIPTION FOR PERMIT/ENVIRONMENTAL CONTROL SPECIALIST FOR THE PUBLIC WORKS DEPARTMENT IN THE CITY OF SEDALIA, MISSOURI.

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

Section 1. Ordinance No. 9940 is hereby amended by amending an existing employment classification and job description for Lab Technician for the Public Works Department and adding a new classification and job description for Permit/Environmental Control Specialist for the Public Works Department for the efficient operation of the City of Sedalia, as follows:

Amendments:

Lab Technician – Public Works Department. Said job description is attached hereto and made a part hereof as if fully set out herein. (Various changes made throughout job description)

Additions:

Permit/Environmental Control Specialist – Public Works Department. Said job description is attached hereto and made a part hereof as if fully set out herein.

Section 2. This ordinance shall be in full force and effect from and after its passage and approval.

Read two times by title, copies of the proposed ordinance having been made available for public inspection prior to the time the bill is under consideration by the Council and passed by the Council of the City of Sedalia, Missouri this 7th day of October 2013.

_____
Presiding Officer of the Council

Approved by the Mayor of said City this 7th day of October 2013.

_____
Mary Elaine Horn, Mayor

ATTEST:

_____
Arlene Silvey, MRCC
City Clerk

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CITY OF SEDALIA, MISSOURI

Job Description

Job Title:	**LAB TECHNICIAN**		
Department:	Public Works		
Supervisor:	Public Works Supervision Structure		
Date:	September 2013, Revision 1	Position No.	PW/9
FLSA Status:	Non-Exempt	Random Substance Testing:	Y

Job Summary:

This position is responsible for performing laboratory analyses of wastewater, sludge, water and . any other substance related to the wastewater and water treatment processes.

Job Scope:

The purpose of this position is to analyze wastewater, sludge, water and other samples to ensure compliance with federal, state, and local standards. Successful performance helps ensure a safe water supply.

Essential Duties and Responsibilities:

1. Operates, maintains, and calibrates a variety of laboratory testing equipment and gauges; cleans and sterilizes laboratory equipment; inspects safety devices to ensure proper working condition.

2. Maintains a quality control/quality assurance program to justify all the results generated from all testing performed at the laboratory.

3. Completes laboratory bench sheets, calibration sheets, sample log sheets, and any other written documentation to provide all necessary documentation for sample testing in compliance with all federal, state, and local regulations.

4. Adheres to standard operating procedures developed for the lab and has a working knowledge of methodology outlines in the most recent edition of Standard Methods as it pertains to the testing performed in a laboratory.

5. Collects wastewater samples at different stages of the treatment process and collection system.

6. Analyze wastewater samples by performing standard chemical, bacteriological, biological, and physical examinations.

7. Analyzes samples for various parameters as required by EPA and MDNR in compliance with NPDES permits.

8. Assists in the operation of wastewater treatment processes as required.

9. Communicates problems, both orally and in writing, to wastewater manager in a timely manner.

10. Tracks inventory of lab supplies and requisitions supplies as needed.

11. Performs housekeeping and custodial duties to assure that the laboratory work environment is kept clean and organized.

12. Follow all safety rules established by the City of Sedalia and/or the wastewater manager. .

12. Perform other related duties as assigned.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements does not exclude them from the position if the work is similar or related to the position.

Minimum Qualifications:

1. High School diploma or GED
2. Sufficient experience to understand the basic principles and duties of the position usually associated with the completion of an apprenticeship, internship, or having had a similar position for one to two years.
3. Possess a Class D level certification in Wastewater Treatment from the Department of Natural Resources or ability to obtain certification within 12 months of employment.
4. Possess a Class D level Lab Operations certification from the Mo. Water Environment Association or ability to obtain certification within 12 months of employment.
5. Missouri driver's license
6. Must agree to be subject to random drug screen throughout employment.

Necessary Knowledge, Skills, and Abilities:

1. Knowledge of standard operating principles, techniques, terminology, equipment and materials.
2. Knowledge of mathematics.
3. Knowledge of basic chemistry and biology.
4. Knowledge of water and wastewater treatment processes.
5. Skill in performing standard mathematical calculations such as ratios, unit conversions, and percentages.
7. Skill in operating and maintaining lab equipment and meters.
8. Skill in oral and written communication.

Guidelines:

1. Standard laboratory methods, state and federal environmental regulations, NPDES permits.
2. City and department policies and procedures, and accepted safety practices.
3. Guidelines require judgment, selection, and interpretation in application.

Complexity:

The work consists of related duties in laboratory analysis.

Principal Working Relationships:

1. Co-workers and other city employees.

Purpose of Contacts:

Contacts are typically to give or exchange information, and provide services..

Supervisory and Management Responsibility:

None

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The work is typically performed while sitting, standing, walking, bending, crouching, or stooping. The employee lifts light and heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, and distinguishes between shades of color.

Work Environment:

The work is typically performed in a laboratory. The employee may be exposed to contagious or infectious diseases and irritating chemicals. The work requires the use of protective devices such as masks, goggles, and gloves.

CITY OF SEDALIA, MISSOURI

Job Description

Job Title:	**PERMIT/ENVIRONMENTAL CONTROL SPECIALIST**		
Department:	Public Works		
Supervisor:	Public Works Supervision Structure		
Date:	September 2013	Position No.	PW/25
FLSA Status:	Non-Exempt	Random Substance Testing:	Y

Job Summary:

This position is responsible for the daily operation of the MS4 stormwater permits, the industrial pre-treatment program, and flow monitoring projects.

Job Scope:

The purpose of this position is to oversee the completion of planned activities, reviews/audits, data collection and reporting on various tasks required to maintain MS4 permit compliance, industrial pre-treatment program compliance, and flow monitoring of data collections.

Essential Duties and Responsibilities:

1. Responsible for direct management over Best Management Practices outlined in Minimum Control Measures 1, 2, 3, and 6 of the Stormwater Management Plan; as directed by the Department Manager.

2. Inspects a variety of municipal and private facilities for illicit discharge potential; writes a variety of reports, including the annual report, and publishes the results of inspections on a monthly basis.

3. Reports the presence of illicit discharges and aides in the location and remediation of these sources; maintains logs of illicit discharges; manages information related to illicit discharges detection and removal and complies with all state and federal reporting requirements.

4. Performs sanitary sewer and stormwater utility locates.

5. Writes and issues 'door hanger' tickets for illegal yard waste dumping, and reports that information to the department manager on a weekly basis.

6. Inspects a variety of industries that discharge industrial wastewater in the city's wastewater collection system which may include significant industrial users, categorical users, and other business or entity that may require an inspection.

7. Meets with industry personnel regarding the city's industrial pre-treatment program; writes memos and reports, including the annual report, regarding industrial pre-treatment issues.

8. Collects wastewater, (industrial and domestic), storm water samples, enters information on chain of custody forms, and delivers samples to the city's laboratory.

9. Installs, programs, and monitors flow monitors in the city's wastewater collection system; creates data reports from flow monitor data and forwards reports to interested parties.

10. Attends and assist in meetings with EPA and/or MDNR officials relating to audits that affects wastewater and stormwater treatment, and industrial pre-treatment.
11. Stays familiar with current rules, regulations, policies and procedures, involving storm water management and industrial pretreatment programs.

12. Able to come to work on time, get along well with others, manage time efficiently, and promote utility efficiency.

13. Follow all safety rules established by the City of Sedalia and/or the wastewater manager and abide by the City's Personnel Regulations.

12. Perform other related duties as assigned.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements does not exclude them from the position if the work is similar or related to the position.

Minimum Qualifications:

1. High School diploma or GED
2. Ability to obtain a Class "A" wastewater certification within one year of promotion or obtaining the position.
3. Prefer individuals with working knowledge of EPA, DNR, and local regulations regarding MS4 permit and industrial pre-treatment.
4. Must have a minimum of two years prior experience in either industrial pre-treatment or MS4 permit management.
5. Hold a Valid Missouri driver's license.
6. Must agree to be subject to random drug screen throughout employment.

Necessary Knowledge, Skills, and Abilities:

1. Ability to use computer and the following programs (or their equivalent); Microsoft Word, Excel, and Power Point.
2. Ability to communicate both orally and in writing in an articulate fashion.

3. Ability to develop and present programs related to both stormwater management and pretreatment program management in a conference setting.
4. Knowledge of stormwater MS4 permit standards.
5. Knowledge of industrial pre-treatment rules and regulations.
6. Ability to work with the public in the following situations; classroom instruction, business inspections, investigating illicit discharge(s), presentations on stormwater issues to both peers and public, and meetings with EPA and/or MDNR staff. (These are examples of types of activity involved with the job).
7. Understand the process of issuing permits and the essential program elements. (i.e. what qualifies a business to issue a discharge permit, the required testing and frequency).
8. Working knowledge of laboratory practices, quality control and quality assurance.

Guidelines:

1. City and department policies and procedures, comprehensive plan of the city and parliamentary procedure rules.
2. Guidelines include federal Environmental Protection Agency and Missouri Department of Natural Resources regulations.
3. OSHA standards and safety manual for the City of Sedalia.
4. Guidelines require judgment, selection, and interpretation in application.

Complexity:

The work consists of the following: inspections, screenings, water quality testing, audits, writing supportive documentation and programs, and teaching a variety of classes and/or training session. The work also interacts with a variety of people in a myriad of situations which may become stressful. The job requires the ability to perform field work in and around manholes, basins, chambers, vaults and other associated wastewater treatment facilities and equipment.

Principal Working Relationships:

1. Co-workers and other city employees.
2. State and federal agency officials and the general public.

Purpose of Contacts:

Contacts are typically to give or exchange information, provide services, resolve problems, motivate or influence persons, and clarify, justify, defend, negotiate, or settle matters.

Supervisory and Management Responsibility:

Functional supervision over Wastewater Treatment Operator I and Equipment Operator I positions.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The work is typically performed while sitting, standing, walking, bending, crouching, or stooping. The employee lifts light and heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, and distinguishes between shades of color.

Work Environment:

The work is typically performed in an office, municipal facilities, industrial pre-treatment facilities, stormwater and wastewater structures, and outdoors. The employee may be exposed to noise, dust, dirt, machinery with moving parts, and cold or inclement weather. The work requires the use of protective devices such as masks, goggles, and gloves.

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION7.15(C) (CONTROLLED SUBSTANCE AND ALCOHOL TESTING POLICY – APPLICABILITY) OF THE CITY OF SEDALIA'S PERSONNEL REGULATIONS MANUAL BY ADDING THE TITLE OF PERMIT/ENVIRONMENTAL CONTROL SPECIALIST FOR THE PUBLIC WORKS DEPARTMENT TO EMPLOYEE POSITIONS DESIGNATED AS SAFETY SENSITIVE.

WHEREAS, The City has identified the need to amend Section 7.15(C) (Controlled Substance and Alcohol Testing Policy – Applicability) of the City's Personnel Regulations Manual to include the position of Permit/Environmental Control Specialist for the Public Works Department to the list of employee positions designated as safety sensitive.

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

Section 1. Section 7.15(C) (Controlled Substance and Alcohol Testing Policy – Applicability) of the City's Personnel Regulations Manual is amended to include the position of Permit/Environmental Control Specialist for the Public Works Department to read as follows:

> "7.15(C) Employees occupying the following positions designated as safety-sensitive positions:
>
> Public Works: Director, Public Works Service Worker, Street Superintendent, Sanitation Superintendent (non-CDL), Mechanic, Lab Technician, Public Works Project Manager, Senior Engineering Technician, Permit/Environmental Control Specialist."

Section 2. This ordinance shall be in full force and effect after its passage and approval.

Read two times by title, copies of the proposed ordinance having been made available for public inspection prior to the time the bill is under consideration by the Council and passed by the Council of the City of Sedalia, Missouri this 7th day of October, 2013.

_____
Presiding Officer of the Council

Approved by the Mayor of said City this 7th day of October, 2013.

_____
Mary Elaine Horn, Mayor

ATTEST:

_____
Arlene Silvey, MRCC
City Clerk

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BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE REPEALING SECTION 2-763, ENACTING A NEW SECTION 2-763 AND AMENDING THE FEE SCHEDULE FOR SECTION 2-809 OF THE CODE OF ORDINANCES OF THE CITY OF SEDALIA, MISSOURI RELATING TO OPEN AND CLOSED MEETINGS AND RECORDS OF THE CITY OF SEDALIA, MISSOURI.

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

Section 1. Section 2-763 of the Code of Ordinances is hereby repealed and a new Section 2-763 is hereby enacted and shall read as follows:

"Sec. 2-763. Policy on records; meetings; votes.

Except to the extent disclosure is otherwise required by law, a public governmental body is authorized to close meetings, records and votes, to the extent they relate to the following:

(1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys. However, any minutes, vote or settlement agreement relating to legal actions, causes of action or litigation involving a public governmental body or any agent or entity representing its interests or acting on its behalf or with its authority, including any insurance company acting on behalf of a public government body as its insured, shall be made public upon final disposition of the matter voted upon or upon the signing by the parties of the settlement agreement, unless, prior to final disposition, the settlement agreement is ordered closed by a court after a written finding that the adverse impact to a plaintiff or plaintiffs to the action clearly outweighs the public policy considerations of section 610.011, however, the amount of any moneys paid by, or on behalf of, the public governmental body shall be disclosed; provided, however, in matters involving the exercise of the power of eminent domain, the vote shall be announced or become public immediately following the action on the motion to authorize institution of such a legal action. Legal work product shall be considered a closed record;

(2) Leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefor. However, any minutes, vote or public record approving a contract relating to the leasing, purchase or sale of real estate by a public governmental body shall be made public upon execution of the lease, purchase or sale of the real estate;

(3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded. However, any vote on a final decision, when taken by a public governmental body, to hire, fire, promote or discipline an employee of a public governmental body shall be made available with a record of how each member voted to the public within seventy-two hours of the close of the meeting where such action occurs; provided, however, that

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any employee so affected shall be entitled to prompt notice of such decision during the seventy-two-hour period before such decision is made available to the public.

As used in this subdivision, the term "personal information" means information relating to the performance or merit of individual employees;

(4) The state militia or National Guard or any part thereof;

(5) Nonjudicial mental or physical health proceedings involving identifiable persons, including medical, psychiatric, psychological, or alcoholism or drug dependency diagnosis or treatment;

(6) Scholastic probation, expulsion, or graduation of identifiable individuals, including records of individual test or examination scores; however, personally identifiable student records maintained by public educational institutions shall be open for inspection by the parents, guardian or other custodian of students under the age of eighteen years and by the parents, guardian or other custodian and the student if the student is over the age of eighteen years;

(7) Testing and examination materials, before the test or examination is given or, if it is to be given again, before so given again;

(8) Welfare cases of identifiable individuals;

9) Preparation, including any discussions or work product, on behalf of a public governmental body or its representatives for negotiations with employee groups;

(10) Software codes for electronic data processing and documentation thereof;

(11) Specifications for competitive bidding, until either the specifications are officially approved by the public governmental body or the specifications are published for bid;

(12) Sealed bids and related documents, until the bids are opened; and sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected;

(13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment, except that this exemption shall not apply to the names, positions, salaries and lengths of service of officers and employees of public agencies once they are employed as such;

(14) Records which are protected from disclosure by law;

(15) Meetings and public records relating to scientific and technological innovations in which the owner has a proprietary interest;

(16) Records relating to municipal hotlines established for the reporting of abuse and wrongdoing;

(17) Confidential or privileged communications between a public governmental body and its auditor, including all auditor work product; however, all final audit reports issued by the auditor are to be considered open records pursuant to this chapter;

(18) Operational guidelines, policies and specific response plans developed, adopted, or maintained by any public agency responsible for law enforcement, public safety, first response, or public health for use in responding to or preventing any critical incident which is or appears to be terrorist in nature and which has the potential to endanger individual or public safety or health. Financial records related to the procurement of or expenditures relating to operational guidelines, policies or plans purchased with public funds shall be open. When seeking to close information pursuant to this exception, the public governmental body shall affirmatively state in writing that disclosure would impair the public governmental body's ability to protect the security or safety of persons or real property, and shall in the same writing state that the public interest in nondisclosure outweighs the public interest in disclosure of the records];

(19) Existing or proposed security systems and structural plans of real property owned or leased by a public governmental body, and information that is voluntarily submitted by a nonpublic entity owning or operating an infrastructure to any public governmental body for use by that body to devise plans for protection of that infrastructure, the public disclosure of which would threaten public safety:

(a) Records related to the procurement of or expenditures relating to security systems purchased with public funds shall be open;

(b) When seeking to close information pursuant to this exception, the public governmental body shall affirmatively state in writing that disclosure would impair the public governmental body's ability to protect the security or safety of persons or real property, and shall in the same writing state that the public interest in nondisclosure outweighs the public interest in disclosure of the records;

(c) Records that are voluntarily submitted by a nonpublic entity shall be reviewed by the receiving agency within ninety days of submission to determine if retention of the document is necessary in furtherance of a state security interest. If retention is not necessary, the documents shall be returned to the nonpublic governmental body or destroyed;

(20) The portion of a record that identifies security systems or access codes or authorization codes for security systems of real property;

(21) Records that identify the configuration of components or the operation of a computer, computer system, computer network, or telecommunications network, and would allow unauthorized access to or unlawful disruption of a computer, computer system, computer network, or telecommunications network of a public governmental body. This exception shall not be used to limit or deny access to otherwise public records in a file, document, data file or database containing public records. Records related to the procurement of or expenditures relating to such computer, computer system, computer network, or telecommunications network, including the amount of moneys paid by, or on behalf of, a

public governmental body for such computer, computer system, computer network, or telecommunications network shall be open; and

(22) Credit card numbers, personal identification numbers, digital certificates, physical and virtual keys, access codes or authorization codes that are used to protect the security of electronic transactions between a public governmental body and a person or entity doing business with a public governmental body. Nothing in this section shall be deemed to close the record of a person or entity using a credit card held in the name of a public governmental body or any record of a transaction made by a person using a credit card or other method of payment for which reimbursement is made by a public governmental body.

Section 2. The fee schedule for Section 2-809 of the Code of Ordinances is amended to read as follows:

"Records:

Police Department:

Incident Reports excluding pictures:

Provided onsite – Each report $2.00

Provided by fax – Each report $3.00

Document searches – Per Hour $ 23.60

Paper copies, up to 9 x 14 inches – Each page $.10

All Other Departments:

Document searches – Per Hour $22.45

Paper copies, up to 9 x 14 inches – Each page $.10

Section 3. This ordinance shall take effect and be in full force from and after its passage by the City Council and approval by the Mayor.

Read two times by title, copies of the proposed ordinance having been made available for public inspection prior to the time the bill is under consideration by the Council and passed by the Council of the City of Sedalia, Missouri this 7th day of October, 2013.

_____

Presiding Officer of the Council

Approved by the Mayor of said City this 7th day of October, 2013

_____

Mary Elaine Horn, Mayor

ATTEST:

_____

Arlene Silvey, MRCC
City Clerk

City of Sedalia

TELEPHONE (660) 827-3000

MUNICIPAL BUILDING
200 SOUTH OSAGE AVENUE
SEDALIA, MISSOURI 65301

FAX (660) 827-7800

To: Mayor Elaine Horn and City Council
From: Arlene Silvey, MRCC City Clerk
Date: October 7, 2013
Re: Updates to Sunshine Law Ordinance

The MO Sunshine Laws allows the Custodian of Records to charge for time spent duplicating the records and for research time fulfilling the request. The charges cannot exceed the average hourly rate of pay for clerical staff and the charges for research cannot exceed the actual cost of research time.

The charge that we currently use is $12.91/hour. This charge was based on the 2004 base salary of an Administrative Aide plus 25% for benefits.

Since 2004, the salary scale has been adjusted several times and based on the current salary of an Administrative Assistant; the adjusted rate should be $22.45/hour for duplicating and research. Document searches performed by the Sedalia Police Department shall be at the rate of $23.60/hour based on a Records Technician. (Both of these rates are based on current salary base rate and current benefits).

It is my recommendation that Section 2-809 regarding information requests, procedures and fees for the Custodian of Records be amended to reflect the above current rates and that Section 2-763 regarding policy on records, meetings and votes be updated to reflect the current Sunshine Law wording.

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BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE APPROVING AND ACCEPTING AN AGREEMENT BY AND BETWEEN THE CITY OF SEDALIA, MISSOURI AND ART DAVIS GROUP, LLC FOR A GOAL SETTING WORK SESSION TO ASSIST THE MAYOR AND CITY COUNCIL IN DEVELOPING SHORT AND LONG-TERM STRATEGIC GOALS.

WHEREAS, The City of Sedalia, Missouri, received a proposal from Art Davis Group, LLC for a goal setting work session to be held on January 11, 2014 to assist the Mayor and City Council in developing short and long-term strategic goals for the City of Sedalia; and

WHEREAS, under the proposal, the City of Sedalia, Missouri, shall give the total sum and amount of not to exceed Three Thousand Dollars ($3,000.00) to the Art Davis Group, LLC as described in the proposed agreement attached as Exhibit A and incorporated by reference as though the proposed agreement were set forth herein.

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

Section 1. The Council of the City of Sedalia, Missouri, hereby approves and accepts the agreement by and between the City of Sedalia, Missouri, and the Art Davis Group, LLC in substantively the same form and content as the agreement has been proposed.

Section 2. The City Administrator is authorized and directed to execute and the City Clerk is hereby authorized and directed to attest and fix the seal of the City of Sedalia, Missouri, on the document in substantively the same form and content as it has been proposed.

Section 3. The City Clerk is hereby directed to file in her office a duplicate or copy of the document after it has been executed by the parties or their duly authorized representatives.

Section 4. This ordinance shall take effect and be in full force and effect from and after its passage and approval.

Read two times by title, copies of the proposed ordinance having been made available for public inspection prior to the time the bill is under consideration by the Council and passed by the Council of the City of Sedalia, Missouri this 7th day of October 2013.

_____
Presiding Officer of the Council

Approved by the Mayor of said City this 7th day of October 2013.

_____
Mary Elaine Horn, Mayor

ATTEST:

_____
Arlene Silvey, MRCC City Clerk

Pre-Council Agenda

Council Agenda

September 26, 2013

Mr. Gary Edwards
City Administrator
200 South Osage Avenue
Sedalia, MO 65301

Dear Gary,

Thank you for the opportunity to prepare a proposal to facilitate a goal setting work session to assist the Sedalia Mayor and Board of Aldermen in developing short and long-term strategic goals. The ***Art Davis Group*** *LLC* (ADG) was created in November 2005 and is based on a successful and rewarding career focused on public, civic and community service. The ***Art Davis Group*** *LLC* provides a wide variety of management consulting and executive recruitment services to cities, counties and nonprofit organizations committed to developing strategies for success.

ADG has conducted a number of strategic goal setting and strategic planning sessions with both public and nonprofit boards over the last eight years. Art Davis possesses a unique understanding of public organizations having served in numerous public sector capacities, including City Administrator of Lee's Summit, Missouri for nearly six years from 1993 to 1999. At the time Lee's Summit was the fastest growing community in Missouri and in the Greater Kansas City Area. Just prior to starting a consulting business, Art Davis was Associate Director for the Civic Council of Greater Kansas City, a CEO membership organization. In this role Davis was responsible for coordinating two separate 9-month strategic planning processes involving hundreds of stakeholders in 2000-01, and again in 2004-05, culminating in the implementation of successful strategies and actions to revitalize Downtown Kansas City, Missouri. He also coordinated the implementation team, helping to raise nearly $900,000 from business and philanthropic leaders for operational start-up funding to implement the resulting planning strategy and action plan.

"Hands-on" experience in providing and utilizing strategic goal setting and strategic planning services throughout a varied career as a consultant, nonprofit executive, and city manager, make Art Davis the perfect fit to assist your Governing Body to identify short and long-term strategic goals for the organization and community.

Qualifications / Facilitator Experience
ADG has conducted a number of "strategic goal setting" and "strategic planning" sessions with both public and nonprofit boards over the last eight years. ADG's list of facilitation clients include:

City of Independence, Missouri, Mayor & City Council; City of Hot Springs, Arkansas Mayor & Board of Directors; Midwest Public Risk (MPR of MO & KS) Board of Directors and staff; Lee's Summit 360° Citizens' Strategic Planning Implementation Committee; Lee's Summit's Livable Streets Advisory Board; O'Fallon, Missouri City Council; Grandview Parks & Recreation Commission; Harrisonville Board of Aldermen and staff; Lee's Summit Public Works Department; Kansas City, Missouri Board of Police Commissioners and command staff; Lee's Summit City Council; Missouri Board of Architects, Professional Engineers, Professional Land Surveyors & Landscape Architects (APEPLSLA); Kansas City Design Center Board; Kansas City Downtown Council Board, Executive Committee and staff; Lee's Summit Parks Board and staff; Mid America Regional Council (MARC) Solid Waste Management District Board; MARC staff; Grain Valley

Board of Aldermen; Raytown Board of Aldermen, and the Edwardsville, KS, City Council. Other facilitation clients include: Lenexa Police Department command staff; City of Shawnee Development Services Department; City of Harrisonville Management Team; Lee's Summit Economic Development Council; Clay County Building Services Department; and the cities of Gardner and Roeland Park, Kansas.

References

Listed below are several specific references with contact information to verify the quality of work conducted by ADG. Additional contact information for clients listed above can also be provided, if requested.

Robert Heacock, City Manager, Independence, MO (Pop. 116,800)
(Facilitated Strategic Goal Setting Session for Mayor and City Council, April 2013)
(816) 325-7019 Office

David Watkins, City Manager, Hot Springs, AR (Pop. 35,193)
(Facilitated Strategic Goal Setting Session for Governing Body, Sept. 2012)
(501) 321-6810 Office

The Honorable Kevin Wood, Mayor, Harrisonville, MO (Pop. 10,000)
(Facilitated Strategic Goal Setting Session for BOA and Staff, 2011)
(816) 806-3549 Mobile

Steve Arbo, City Manager, Lee's Summit, MO (Pop. 93,000+)
The Honorable Randy Rhoads, Mayor
(Facilitated 2 Strategic Goal Setting Sessions for Mayor and City Council – Oct. 2010 and Jan. 2009)
City Manager (816) 969-1023 Office
Mayor (816) 969-1000 Office

Nick Nichols, Former Deputy Chief – Dir., HR Division, KC, MO Police Department (Pop. 450,000+)
(Facilitated Strategic Goal Setting - KCMO Board of Police Commissioners / Command Staff; Oct. 2010)
(816) 804-0684 Mobile

Ellen Hanson, Retired Police Chief, Lenexa, KS (Pop. 50,000)
(Facilitated Police Lenexa Police Dept. Command Staff Strategic Planning Work Session – August 2008)
(913) 963-8001 Mobile

Project Scope and Terms

Consultant will perform the following services:

- Conduct a conference call with City Administrator (and possibly others) to better understand current priorities of the City organization and community prior to the retreat
- Prepare a draft set of questions to be used to survey the Mayor, BOA, and City Administrator
- Send the Mayor and BOA (and City Administrator) a survey utilizing an internet based service. The survey would be used to identify current and future priorities, issues, and concerns anonymously - for review, discussion & prioritization by the Mayor and BOA
- Prepare a PowerPoint presentation containing the anonymous tabulation of results from survey respondents. Consultant will also prepare a draft agenda, and other related documents required for a "results oriented" work session (will conduct a brief overview of "good governance" practices, if requested)
- Facilitate a Saturday morning session with the Governing Body to identify current and future priorities, set goals, and identify strategies required for success
- Prepare a report summarizing the strategies, actions, and implementation plans resulting from the retreat – to be reviewed and finalized by the Mayor, Board of Aldermen, and City Administrator.

Proposed Timeline

- Proposal submitted to City Administrator..... Thurs. Sept. 26, 2013
- Approval of professional services agreement ..... Mon. Oct. 7
- Review w/ City Administrator/Mayor all current goals, known.....November 2013 community priorities, key strategies & possible survey questions
- **Web based survey link emailed to Mayor & BOA..... Mon. Dec. 9, 2013**
- **Survey responses due (via a web-based survey)..... Fri. Dec. 20, 2013**
- Consultant compiles surveys; prepares summaries & PowerPoint... Dec. 23 - Jan. 9
- **Work session retreat w/Gov. Body to review survey..... Sat. Jan. 11, 2014 responses, discuss important issues, and set goals**
- Draft report submitted for distribution to Mayor & BOA..... Tues. Jan. 21, 2014

Process Recommendation

It is important for the City Administrator and/or Mayor to provide an update at the beginning of the retreat regarding the implementation status of current priorities as a result of the last adopted budget, or other processes identifying important goals and initiatives. Desired outcomes from this process would be to summarize the Governing Body's consensus on priorities; identify new, and update existing goals and implementation strategies; set tentative dates to achieve the desired results; and determine the amount of resources required to achieve success, including where funding might be obtained. Equally important is the assignment of responsibility for implementing the agreed upon action steps, be it an individual like the City Administrator, or collectively – particular departments, the Governing Body, other boards, commissions, nonprofits, citizen groups, neighborhoods, and/or other community partners.

Compensation & Additional Expenses

The fee for services is a not-to-exceed amount of **$3,000.00** for the scope of services described above. This cost does not include possible additional expenses to be incurred for the following:

- If department directors (or others beyond the city administrator) are included in survey, there is an additional $500 fee
- City to reimburse consultant for cost of copies and other materials utilized for retreat (unless provided by the City)
- Every effort will be made by the consultant to minimize costs.

The Consultant will provide receipts for reimbursement of all additional expenses, as described above. This letter of agreement represents all specific terms and services to be provided, and may be amended, extended or cancelled only by mutual agreement in writing. All consulting agreements are subject to immediate termination by either party for breach of contract or failure to perform assigned tasks in a timely manner or within accepted standards for professional conduct. As is customary with small professional services consulting agreements, the Art Davis Group is only liable for the amount of its fees for service.

Acceptance

The Art Davis Group LLC agrees to render the services described above, as requested by the City of Sedalia, Missouri. Thank you for the opportunity.

_____ _____

Art Davis, President Date
Art Davis Group LLC

Acceptance

On behalf of the City of Sedalia, Missouri, I hereby accept the terms of the forgoing letter of agreement.

_____ _____

Gary Edwards, City Administrator Date
City of Sedalia, Missouri

Office of the Mayor

TO: Members of City Council

FROM: Mayor Elaine Horn MEH

DATE: September 25, 2013

RE: Appointment to City Board

I would like to make the following recommendation:

New appointment:

BOARD	MEMBER	TERM
Central Business & Cultural District Board of Directors		
	Jack Lewis 217 W. Main Street	3 Year Term Expiring 06-2016

Pre-Council Agenda

Council Agenda

City of Sedalia
Department Bills 10-7-2013

Vendor Name	Invoice Number		Amount
511-Praxair Distribution Inc	25100545	$	121.57
Airgas USA LLC	9019620080	$	51.86
Airgas USA LLC	9019944757	$	11.68
Al Scheppers Motor Co Inc	T739138	$	918.93
Andrew Burt	1013	$	35.00
Apac-Missouri Inc	9000206154	$	6,865.24
Apac-Missouri Inc	9000206329	$	6,286.31
Apac-Missouri Inc	9000206598	$	434.63
Apac-Missouri Inc	9000206806	$	70.27
Apac-Missouri Inc	9000207033	$	67.30
Apac-Missouri Inc	9000207254	$	5,077.49
Ascent Aviation Group, Inc.	M110205	$	46.00
Ascent Aviation Group, Inc.	M111158	$	46.00
AT & T	1013	$	41.84
AT & T	1013A	$	169.73
AT & T	1013B	$	80.12
Barco Municipal Products Inc.	207663	$	501.12
Barco Municipal Products Inc.	207716	$	332.33
Blazing Aviation	6493	$	621.25
Boone Quarries	105532	$	61.12
Brownfield Oil Company	110315	$	24,026.19
Buso's AA Muffler Shop	1013	$	60.00
Buso's AA Muffler Shop	6465	$	30.00
Career Services Center	20130913-00002	$	75.00
Carpet Plus	S31243	$	2,000.00
CDW Government Inc.	FR15226	$	815.21
Central Missouri Electric Coop Inc	1013-61	$	7,550.18
Central Missouri Electric Coop Inc	1013-61A	$	8.00
Certified Laboratories	1227037	$	192.77
Charter Communications	0913-11	$	244.58
Charter Communications	0913-12A	$	101.99
Charter Communications	0913-12B	$	33.98
Charter Communications	0913-12C	$	64.48
Charter Communications	0913-12D	$	27.81
Charter Communications	0913-13	$	72.01
Charter Communications	0913-MUNI	$	119.99
Cintas Corp #379	379834589	$	549.40
Cintas Corp #379	379835725	$	549.40
Cintas Corp #379	379836841	$	549.40
City Safe & Lock Service	072296	$	89.35
City Safe & Lock Service	072303	$	14.00
City Safe & Lock Service	072313	$	12.70
Clark's Tool & Equipment	148886	$	93.50
Conrad Fire Equipment Inc	485926	$	57.66
Cooperative Workshops Inc	43223	$	5,000.00
Craig Plumbing	64456	$	60.00
Creative Product Sourcing Inc	64314	$	2,180.38
Creative Product Sourcing Inc	64855	$	80.00
Creative Product Sourcing Inc	65306	$	194.00
Crown Power & Equipment Co	24663L	$	307.11
Custom Communications	130920	$	939.95
Custom Communications	1013	$	295.05
D C Battery Inc	067825	$	108.00
D C Battery Inc	067849	$	86.00

Pre-Council Agenda

Council Agenda

City of Sedalia
Department Bills 10-7-2013

Vendor Name	Invoice Number	Amount
Deeter Foundry Inc	182300	$ 1,567.28
Dell Marketing LP	XJ7FCN3R9	$ 142.49
Devin Lake	1013	$ 50.00
Devin Lake	1013A	$ 59.20
Dugan's Paint And Floorcovering	S0202205	$ 234.95
Dugan's Paint And Floorcovering	S0202211	$ 65.89
Dugan's Paint And Floorcovering	S0202243	$ 93.98
Dugan's Paint And Floorcovering	S0202244	$ 3.38
Dugan's Paint And Floorcovering	S0202266	$ 53.37
Dugan's Paint And Floorcovering	S0202348	$ 40.78
Edm Publishers	15425557	$ 98.78
Empire District	0913-12	$ 143.46
Empire District	0913-12	$ 43.03
Empire District	0913-14F	$ 62.76
Empire District	0913-14H	$ 31.87
Empire District	0913-15	$ 52.46
Empire District	0913-20	$ 30.15
Empire District	0913-61M	$ 37.87
Engineering Surveys & Services	ESS054248	$ 36.00
Engineering Surveys & Services	ESS054266	$ 48.00
Engineering Surveys & Services	ESS054330	$ 84.00
Engineering Surveys & Services	ESS054390	$ 72.00
Environmental Analysis South	123097	$ 467.00
Environmental Resource Assoc.	699165	$ 120.00
Esther Schultz	1013	$ 35.00
Fastenal Company	MOSED140694	$ 26.54
Fastenal Company	MOSED140728	$ 3.92
Fastenal Company	MOSED140713	$ 43.38
Fedex	240679815	$ 19.27
Fire Master Fire Equipment Inc	94836	$ 1,888.95
Fire Master Fire Equipment Inc	94838	$ 2,343.36
Fire Master Fire Equipment Inc	94840	$ 6,128.60
Fire Master Fire Equipment Inc	94906	$ 57.00
Fischer Concrete Service Inc	11378	$ 99.75
Fischer Concrete Service Inc	11379	$ 274.32
Fischer Concrete Service Inc	11609	$ 116.40
Fischer Concrete Service Inc	11610	$ 611.11
Foley Industries	00025112	$ 2,800.00
Foley Industries	1352755	$ 2.80
Forklifts Of Central Missouri Inc	S0021476	$ 469.30
Forklifts Of Central Missouri Inc	S0021609	$ 1,592.05
Forklifts Of Central Missouri Inc	S0021877	$ 74.82
FTC Equipment Llc	6898	$ 1,563.96
Hank's Portable Toilets & Septic Tank Clean	939	$ 195.00
Hank's Portable Toilets & Septic Tank Clean	953	$ 170.00
Haynes Equipment Co Inc.	0029263-IN	$ 257.25
Heartland Finishes	3018	$ 5,480.00
Hillyard - Columbia	600852943	$ 22.10
House Of Vacuums	48774	$ 24.75
IBS Kansas City D.O. Inc	40093954	$ 128.28
IBS Kansas City D.O. Inc	40094012	$ 22.80
I-Land Internet Services	1582971	$ 59.95
I-Land Internet Services	1582972	$ 3.99
Image Technologies	470789	$ 19.60

Pre-Council Agenda

Council Agenda

City of Sedalia
Department Bills 10-7-2013

Vendor Name	Invoice Number	Amount
Impact Sign & Lighting Co Inc	7423	$ 85.00
Jackson-Hirsh Inc	0872510	$ 84.08
Jamie Bethel	1013	$ 27.50
Jim's Tire Service Inc	1-82611	$ 349.13
Jim's Tire Service Inc	1-82612	$ 349.13
Jim's Tire Service Inc	1-82693	$ 1,515.00
Jo Lynn Turley	0913	$ 123.15
John Evans	1013	$ 35.00
John Simmons	1013	$ 45.00
Joleigh Melte	1013	$ 12.50
KCP&L	0913-SL	$ 34,612.31
KCP&L	1013-14I	$ 17.99
KCP&L	1013-14J	$ 40.41
KCP&L	1013-14N	$ 44.77
KCP&L	1013-61F	$ 185.21
KCP&L	1013-61P	$ 59.49
KCP&L	0913-05	$ 193.36
KCP&L	0913-12	$ 854.05
KCP&L	0913-14	$ 21.77
KCP&L	0913-14A	$ 21.90
KCP&L	0913-14C	$ 155.25
KCP&L	0913-14D	$ 131.64
KCP&L	0913-14E	$ 68.56
KCP&L	0913-14F	$ 351.28
KCP&L	0913-14G	$ 17.19
KCP&L	0913-14H	$ 1,044.36
KCP&L	0913-14K	$ 17.26
KCP&L	0913-14M	$ 21.10
KCP&L	0913-14P	$ 33.21
KCP&L	0913-14Q	$ 32.80
KCP&L	0913-14R	$ 33.46
KCP&L	0913-14S	$ 33.25
KCP&L	0913-14T	$ 33.25
KCP&L	0913-15	$ 292.63
KCP&L	0913-17	$ 28.11
KCP&L	0913-18	$ 1,221.89
KCP&L	0913-20	$ 965.43
KCP&L	0913-24	$ 25.59
KCP&L	0913-24C	$ 101.04
KCP&L	0913-61C	$ 1,000.18
KCP&L	0913-61M	$ 376.50
KCP&L	0913-COMP	$ 719.52
KCP&L	0913-MUNI	$ 3,573.85
Key Hydraulics	13-29414	$ 91.16
Leon Uniform Co Inc	302918	$ 241.90
Leon Uniform Co Inc	303710	$ 86.90
Lowes Business Account	1013	$ 1,694.77
Mailfinance	H4210886	$ 360.00
Main Street Logo	211644	$ 48.00
Main Street Logo	211670	$ 72.00
Manny Rodriguez	0913	$ 15.00
Mariana Limanskiy	1013	$ 15.00
Matt Irwin	1013	$ 148.78
MFA Agri Services-Sedalia	14292	$ 172.50

Pre-Council Agenda

Council Agenda

City of Sedalia
Department Bills 10-7-2013

Vendor Name	Invoice Number	Amount
Microflex Corp #774353	IN1393252	$ 121.85
Missouri Department of Corrections	4170	$ 1,447.50
Missouri Department Of Revenue	1013	$ 11.00
MO Dept of Natural Resources	913	$ 45.00
Missouri Municipal League	200004112	$ 81.00
Missouri Municipal League	200004118	$ 27.00
Missouri Vocational Enterprise	453115	$ 18.65
Mitchell1	IB15897435	$ 195.27
Moperm	122687	$ 73.00
Motion Industries Inc	505654	$ 133.12
MWEA	1013	$ 40.00
MWEA	1013A	$ 40.00
MWEA	1013B	$ 40.00
Nuway Concrete Forms Central	486416	$ 298.10
Nuway Concrete Forms Central	487095	$ 380.00
Olsson Associates	197021	$ 298.68
O'Reilly Automotive Inc.	0114-195902	$ (52.79)
O'Reilly Automotive Inc.	0114-202377	$ 348.65
O'Reilly Automotive Inc.	0114-203407	$ 210.63
O'Reilly Automotive Inc.	0114-203765	$ 29.36
O'Reilly Automotive Inc.	0114-203929	$ 147.59
Orschelns Convenience Card	3961	$ 57.94
Orschelns Convenience Card	6429	$ 131.98
Orschelns Convenience Card	6567	$ 79.98
Otten Small Engine Service	120461	$ 32.00
Otten Small Engine Service	119750	$ 140.40
Otten Small Engine Service	119827	$ 37.19
Otten Small Engine Service	120006	$ 94.67
Otten Small Engine Service	120007	$ 60.46
Otten Small Engine Service	120641	$ 44.32
Papa Jake'S Donut Shop	11	$ 40.40
Papa Jake'S Donut Shop	12	$ 17.67
Papa Jake'S Donut Shop	2	$ 20.20
Pettis County	1013	$ 5,379.60
Pettis County Recorder of Deeds	48957	$ 27.00
Pettis County Recorder of Deeds	49049	$ 27.00
Pettis County Recorder of Deeds	49050	$ 27.00
Pettis County Recorder of Deeds	49144	$ 27.00
Plaza Pharmacy	0913	$ 5.73
Public Safety Center Inc	5449128	$ 145.50
Quicksilver Water	701326	$ 54.75
Quicksilver Water	700731	$ 13.75
Quill Corporation	5881457	$ 25.97
Rac-Jac Properties	0913	$ 16.50
Rac-Jac Properties	1013	$ 348.16
Red Municipal and Industrial Equipment Co	7060	$ 1,113.21
Red Municipal and Industrial Equipment Co	7069	$ 2,476.11
Red Municipal and Industrial Equipment Co	7070	$ 1,723.31
Rejis Commission	0031244	$ 25.00
Robert Lawson	0913	$ 8.34
Sedalia Animal Shelter	1013	$ 2,400.00
Sedalia Democrat	1013	$ 155.40
Sedalia Electric Motors Inc	6477	$ 625.00
Sedalia Steel Supply Inc	275562	$ 433.97

Pre-Council Agenda

Council Agenda

City of Sedalia
Department Bills 10-7-2013

Vendor Name	Invoice Number	Amount
Sedalia/Pettis Co Dev Co	1013	$ 10,000.00
Sellers Equipment Inc	IC505575	$ 260.17
Sherwin Williams Co	2295-9	$ 94.44
SMC Electric Supply	60185751-00	$ 99.95
SMC Electric Supply	60185928-00	$ 29.94
SMC Electric Supply	60185931-00	$ 120.50
SMC Electric Supply	60185931-01	$ 14.40
SMC Electric Supply	60186164-00	$ 348.18
Smith Paper & Janitor Supply	558886	$ 116.41
Smith Paper & Janitor Supply	558986	$ 19.21
Smith Paper & Janitor Supply	559127	$ 87.20
Smith Paper & Janitor Supply	559334	$ 142.80
Smith Paper & Janitor Supply	558732	$ 45.01
Smith Paper & Janitor Supply	559386	$ 89.60
Smith Signs	7389	$ 440.00
Smith Signs	7390	$ 360.00
Smith Signs	7391	$ 85.50
Smith Signs	7392	$ 150.00
Sonequity Pest Management	107942	$ 85.00
Staples Business Advantage	3209171174	$ 91.99
Staples Business Advantage	3209171175	$ 289.98
Staples Business Advantage	3209579661	$ 9.49
Staples Business Advantage	3209579662	$ 135.19
Staples Business Advantage	3209579663	$ 48.69
Staples Business Advantage	3209579664	$ 88.09
Staples Business Advantage	3210071171	$ 146.94
Staples Business Advantage	3210071172	$ 74.99
Staples Business Advantage	3210071173	$ 52.98
Staples Business Advantage	3210071342	$ 32.99
Staples Business Advantage	3210071344	$ 44.00
Staples Business Advantage	3210071345	$ 12.99
Staples Business Advantage	3210071346	$ 20.49
Starke's Portable Saw Mill Llc	1013	$ 87.50
Stericycle Inc.	4004408481	$ 30.00
Stewart-Amos Equipment Co	276436	$ 1,963.99
Tallman Company	S127423-00	$ 8.32
Taser International	1333346	$ 172.76
The Ups Store	3878	$ 38.47
The Ups Store	9981	$ 9.86
The Ups Store	9843	$ 29.51
The Victor L. Phillips Co.	IK66413	$ 1,856.18
Tim's Tree Service Llc	3369	$ 250.00
Tim's Tree Service Llc	3370	$ 250.00
Tim's Tree Service Llc	3383	$ 1,100.00
Tire Centers Llc	6500131728	$ 213.56
Tire Centers Llc	6500131497	$ 122.95
Tire Centers Llc	6500131498	$ 430.00
Tire Centers Llc	6500131846	$ 115.10
Townsquare Media of Sedalia MO	2225-00005	$ 253.46
Townsquare Media of Sedalia MO	2225-00007	$ 50.37
Townsquare Media of Sedalia MO	2225-00008	$ 135.00
Trans-Central Suppliers Inc	0219306	$ 68.48
Trans-Central Suppliers Inc	0219473-IN	$ 206.88
Trans-Central Suppliers Inc	0219474-IN	$ 215.45

Pre-Council Agenda

Council Agenda

City of Sedalia
Department Bills 10-7-2013

Vendor Name	Invoice Number	Amount
Trans-Central Suppliers Inc	0219553	$ 60.00
Trans-Central Suppliers Inc	0219554-IN	$ 37.60
Uline	53575973	$ 89.30
United Rotary Brush Corp	CI146421	$ 235.74
United Rotary Brush Corp	CI146729	$ 417.02
Usa Bluebook	149045	$ 301.65
Usa Bluebook	150530	$ 286.69
Usa Bluebook	159114	$ 249.77
Vance Bros. Inc-Kansas City	2501	$ 3,028.72
W & M Welding Inc	38791	$ 30.85
Walmart Community/GECRB	01423	$ 31.88
Walmart Community/GECRB	03680	$ 50.04
Walmart Community/GECRB	03889	$ 85.83
Walmart Community/GECRB	04327	$ 35.82
Walmart Community/GECRB	04357	$ 1,270.40
Walmart Community/GECRB	04507	$ 35.94
Walmart Community/GECRB	06866	$ 132.11
Walmart Community/GECRB	08022	$ 36.40
Walmart Community/GECRB	09760	$ 6.28
Western Extralite Company	S4774766.001	$ 286.36
Woods Super Market	10	$ 53.82
Woods Super Market	156	$ 25.13
Total Invoices To Be Paid		$ 196,282.37

Pre-Council Agenda

Council Agenda