



City Manager's Office  
602 S. Main Street  
Joplin, Missouri 64801  
(417) 624-0820 Ext. 205  
(417) 625-4707 (Fax)

TO: City Council  
FROM: Sam Anselm, City Manager  
DATE: 12/12/2014  
RE: Weekly Report

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Good afternoon, everyone. For a recap of this week's activities and other information, please read on.

### **Key Meetings**

- On Tuesday I met with the employee committee that is working on a review/update of our city policies and procedures manual, to thank them for their ongoing efforts and encourage them to keep up the good work. It has been a long process, but necessary to make sure the employees are provided with an opportunity to give input into the rules and regulations they are governed by. We are still likely several months away from presenting anything to the personnel board or to you, but work continues.
- Later that afternoon Director Heatherly, Assistant Director Lawson, and I met with representatives from the Sunset Ridge Homeowner's Association to discuss several concerns they had with their neighborhood. While we were not able to make them happy on all accounts, we will be working to address some of their needs.
- On Wednesday we had our bi-weekly meeting with representatives from Wallace-Bajjali to discuss various projects. Regarding the 20<sup>th</sup> and Connecticut project, WB is still working on their portion of the project, but at this point they've provided staff with most of the information we need to do our analysis on various options to possibly fund the infrastructure portion of the project. It may very well be the case that we cannot fund anything, but we are doing the research and will present you with a list of options after they've been developed. Regarding the Library portion of the project, staff has interviewed all civil engineering firms, and once the interviews for the architects are complete, we will begin the process of developing contracts for your and the EDA's approval to move forward.
- Yesterday I attended a Rotary club luncheon/meeting at Twin Hills. The head coach of the MSSU men's basketball program was the speaker. Pies from Big R's and cupcakes from Smallcakes were raffled off as door prizes. I highly recommend the caramel popcorn cupcake if you get a craving for something sweet.
- Yesterday afternoon the personnel board met to review/approve job descriptions and a transitional pay plan that are both on your agenda for Monday. There were some changes to the job descriptions that need to be made prior to Monday, but the personnel board voted to recommend approval of both the descriptions (with changes) and the pay plan. Updated job descriptions will be provided to you prior to the meeting Monday night.

## **Miscellaneous**

- Attached to this report is the JACC expense report for the month of October. Due to the large number of items on the agenda for Monday's meeting, we have bumped President O'Brian's presentation to the first meeting in January.
- We recently received word from HUD that our National Disaster Resiliency Competition (CDBG-NDRC) pre-application had some deficiencies that staff would need to correct before we make full application for the remaining funding provided by HUD/Rockefeller. About a week or two later we received a request from the Rockefeller Foundation to send them a copy of the "deficiency letter" that HUD sent to us as well as our pre-application. In my mind, it doesn't appear that the two groups are on the same page with respect to the goals of the funding which will leave communities such as ours caught in the middle, and while in D.C., Director Bolander also learned that communities who wish to apply will also be required to provide a match if their application is to be considered.

Given this information, plus the fact that our staff currently lacks the capacity to bring on another funding program, I am leaning towards recommending that we not apply for the CDBG-NDRC funding when applications are due in March. I bring this up because ultimately I will seek your direction on whether we should continue with the process, and for now we will continue to work towards that goal, but staff and I do have reservations about proceeding.

- Earlier this week a council member requested information on the effects our pseudoephedrine ordinance has had. To share some numbers, in 2011 Police confiscated 49 meth labs; in 2014 there were 19 confiscations. While this is good news, the chief tells me that the ordinance hasn't had as much effect on reducing the numbers of meth users.

## **In the Pipeline**

- Following up on Gary Burton's request last week to invite legislators to meet with council members, that meeting has been set up for December 19<sup>th</sup> at 3:00 p.m. here at City Hall. If you cannot attend but would like to convey any information, please let me know so I can pass it along. If you do plan to attend, let me know that as well so I can get a head count and pick the appropriate room to meet.
- The city clerk's office received a CID petition for the Hope Valley project. We have 90 days to verify the information and bring that request to council for your consideration, however at this point I just wanted to give you a heads up that the request has been made, and staff will do our due diligence to get the information ready for your review.

Finally, thank you to those who were able to make it over to our house last weekend; my wife and I enjoyed having you there, and we look forward to hopefully seeing everyone next year. As usual, if you have any questions about the items listed above, please let me know.

Have a great weekend.

JOPLIN AREA CHAMBER OF COMMERCE  
ECONOMIC DEVELOPMENT EXPENSES  
October 31, 2014

Date	Check No.	To	Description	Amount
10/6/2014	8045	Windstream Comm.	30% of Land Line/Long Distance/Internet	509.81 ✓
10/21/2014	8047	AT&T Mobility	Cell Phones	917.07 ✓
10/15/2014	21889	Red Onion Café	Lunch w/ K. Ambassador/Venture Cap. Group	• 221.91 <del>10496.00</del> ✓
10/15/2014	21890	Site Location Partnership	Marketing Platinum Program	14,995.00 ✓
10/31/2014	21891	Group C Media	1/2 Page Ad	2,950.00 ✓
10/31/2014	21892	Group C Media	Real Street 2015 Booth Deposit	1,300.00 ✓
10/31/2014	21893	MEDFA	Annual Conference Reg	175.00 ✓
Credit Card Charges		Meetings/Travel/Prospects		927.86 ✓
Total of Checks Issued				21,996.65
Items paid by Chamber:				
		Administrative Services Fee	Monthly Fee	7,860.00 ✓
		Monthly Auto Expense	Staff Milage Reimbursed	339.02 ✓
		Equipment Maintenance	Monthly Cost	2,782.28 ✓
		Meetings	Monthly Cost	245.95 ✓
Subtotal for Chamber-paid Expenses				11,227.25
Total Expenses for October 2014				33223.90
Less Expenses Deferred to November (14-15 Year)				4,086.88
<b>Total Amount Due for October 2014</b>				<b>29,137.02</b>