

JOPLIN CITY COUNCIL
INFORMAL MEETING NOTES
APRIL 18, 2022

Mayor Lawson called the April 18, 2022, Joplin City Council informal meeting to order at 5:15 p.m.

In attendance were Council Members: Charles Copple, Keenan Cortez, Josh DeTar, Mark Farnham, Mayor Doug Lawson, Gary Shaw, Kate Spencer, Phil Stinnett and Christina Williams. Also, in attendance were City Manager Nick Edwards and City Attorney Peter Edwards.

1. Sales and Use Tax Update

Leslie Haase, Finance Director presented.

April is halfway mark for the fiscal year.

Sales tax up almost 15.5% compared to April of 2021. For the year we are up 6.25%

March CPI came in and inflation is 8.5% on a year over year basis.

Total collections for April Use Tax is \$171,530 and is split up the same way as sales tax.

At this pace if we collected this amount for an entire year, it would be about \$2 million. We anticipate the collections to continue to climb.

\$3.7 million was projected for the Use Tax.

2. RAVENii Update

Mark Morris, IT Director and Ray Panthel from RAVENii presented.

Month 4 –6 Initiatives

- New Firewalls implemented
- New Patching process implemented
- Improved Vulnerability Management Trends since –resolving issues quicker, easier to identify and prioritize
- Mixmode Sensor implemented and monitoring all network traffic 24x7 by Ravenii SOC
- Managing all Data Backups since September (54 TB's of data last month)
- End Point Protection on Joplin Assets (analyzing 34 mil files monthly, up from 25 mil last quarter)

Month 4 –6

- Develop Centralized Configuration strategy for servers
- Continue Multi Factor Authentication Implementation
- Continue build out of procedure documentation
- Controls to be worked next Quarter:
 - Data Recovery
 - Controlled use of administrative privileges
 - Controlled access based on need to know
 - Incident Response

3. 2021 Change Order Report

Dan Johnson, Asst. Public Works Director presented.

Report Overview

This report has been prepared in accordance with the City of Joplin Change Order Policy as adopted by ordinance number 2017-054 in March of 2016. The purpose of this report is to provide information about the change orders of individual projects as well as the total amount of change order cost for individual projects. The main programs covered in this report are the Capital Improvement Sales Tax Program, the Parks and Storm Water Sales Tax Program, the Community Development Block Grant-Disaster Recovery Program, and the Community Development Block Grant-Entitlement Program, as well as miscellaneous projects not in a program. Information provided in this overview includes: Number of projects awarded, overall amount of awards and percentage relative to overall program budget, Number of completed projects, percentage relative to overall project awards, and percentage relative to overall program budget, and Overall percentage of "program" completed and anticipated schedule for some of the remaining projects". The Original contract award amount, final contract amount and percentage of change for projects completed in 2021 are shown in the following program sections.

Capital Improvement Sales Tax Program

There are 14 projects included in the Capital Improvement Projects program and 1 project from the original 2004 to 2014 Capital Improvements program for a total of 15 projects. The current Capital Improvements program was approved by the citizens of Joplin in 2013 and the tax collection for that program started on January 1, 2014. Of the 15 projects remaining, 3 have been completed and 1 additional project was substantially completed in 2021 and will be closed out this year. Of the remaining 11 projects 2 started construction in 2021, and 3 more will be under construction this year. The overall program is 32 % complete and the current total budget which includes all funding sources is at \$57,202,438.00 of which the first 3 completed projects cost totaled \$3,673,438.00 and that represents 6% of the total budget. There have been funds expended on all the remaining projects and that amount is \$14,784,711.00 which is an additional 26% of the total program budget.

Parks & Storm Water Sales Tax Program

There are 21 projects included in the Storm Water Sales Tax Projects program. The current Storm Water Sales Tax Projects program was approved by the citizens of Joplin in 2011 and the tax collection for that program started on January 1, 2012. Of the 21 projects, 15 have been completed and 1 additional project is at 97% complete. Of the remaining 5 projects all of those are currently under design with construction to follow after right of way / easements are obtained and utilities have been relocated. The overall program is 71 % complete and the current total budget which includes all funding sources is at \$25,173,141.00 of which the first 15 completed projects cost totaled \$15,679,254.00 and that represents 62% of the total budget.

Sanitary Sewer Fund Rate Study Program

In 2019 Public works operations and engineering staff worked with a consultant to perform a 5-year rate study for the sanitary sewer fund. The study considers several capital projects needed for the wastewater treatment and collection system. In 2019 the City Council approved a 5-year rate plan and the associated projects included under that plan. There are about 38 projects included in the 2020 to 2024 Rate plan. Of these, 4 have been completed; 16 are either in design or under construction. The remaining projects were either postponed in light of extenuating circumstances, or were replaced by higher priority projects (examples of the latter are the East Baker's Branch Sewer Extensions, Phase 1 and 2). Equipment Replacement projects were also completed under this Rate Study funding that included the Turkey Creek WWTF Generator Replacement project, and digester roof repairs at both plants, among others.

Community Development Block Grant-Disaster Recovery

In 2012 and 2013, the City of Joplin was awarded two CDBG Disaster Recovery grants in the total amount of \$158,542,709.00, as a result of the May 2011 tornado. With a portion of these funds, 31 infrastructure related storm and surface area construction projects were completed with a total construction contract cost of \$43,300,000.00. Improvements included with these projects included the repair/replacement of storm sewer systems, curb & gutter, sidewalks and walking trails, new asphalt and concrete pavement, and asphalt overlays within the tornado zone. The infrastructure storm and surface area construction projects started in 2017, and the final work on these projects was completed in 2020. These values include the construction costs only, and do not include other costs such as design and engineering, construction testing and oversight, or project administration. A final project to improve the Meals on Wheels Zone at the Joplin Senior Center was added and completed in 2021.

Community Development Block Grant Entitlement

The Community Development Block Grant Entitlement funds are sometimes used to fund infrastructure improvement projects such as sidewalk replacements or sanitary sewer reconstruction. These funds may also be used in conjunction with funds from other programs to partially fund an infrastructure project. Planned projects will be listed under this heading and will be shown in the same format as projects from other programs. There is no overall program budget or a specific list of projects in a program for CDBG-Entitlement funds.

Miscellaneous Projects Not in a Program

Under this category, the City's resurfacing projects which are funded through the transportation sales tax are included. This category also contains the concrete aprons for Fire Station 1 and the sally port.

Contract Amendment and Change Order Policy

The City Council desires to establish a goal of minimizing individual contract amendments or change orders of the original contract, but recognizes that special situations can develop that may warrant an exceedance of said goal, including the impacts on our citizens that live adjacent to or have to deal with the construction work in their daily lives. In order to expedite this process, the City Council grants order associated with contracts approved by the City Council of the City of Joplin. The City Manager's authority under this change order policy, with respect only to change orders, is exempt from the purchasing authorization limits contained in Ordinance 2009-015, passed by the City Council on February 2, 2009.

The City Manager is directed to establish and/or amend internal operating procedures that will ensure adequate checks and balances are in place for the proper documentation of all contract amendments and change orders. An annual report to City Council should be prepared that provides a summary of all active contracts that will provide the community with an evaluation of the overall performance of contracted work. The report should contain, at a minimum, the following information:

1. Number of projects awarded, overall amount of awards and percentage relative to overall program budget.
2. Number of completed projects, percentage relative to overall project awards, and percentage relative to overall program budget.
3. Original contract award amount, final contract amount and percentage of change.
4. Status of overall program budgets (CIST, Storm Water, TIGER, CDBG, etc.)
5. Overall percentage of "program" completed and anticipated schedule for the remaining projects

Information gathered from this process shall be used to make improvements to all contract administration procedures and policies. Detailed explanations of significant contract amendments and/or change orders shall be provided in the report should any final contract amount exceed the original contract amount by more than:

- 50% for Contracts equal to or less than \$100,000
- 30% for Contracts over \$100,000 but equal to or less than \$2,000,000
- 25% for Contracts over \$2,000,000

Scope of work changes for any contract should be within the original contract project limits or should be incidental to the original project such that the benefits to the community of adding or deleting work items is in the best interest of the community and is a fiscally sound modification to the contract.

Meeting adjourned at 5:43 PM.

Holly Nagy, City Clerk