

**Please Note:** The Council Meeting will be conducted at Rolla City Hall. Citizens are encouraged to watch the proceedings live on the City of Rolla, Missouri YouTube page at [https://www.youtube.com/@City\\_of\\_Rolla/streams](https://www.youtube.com/@City_of_Rolla/streams)

**COUNCIL PRAYER**

Ministerial Alliance

**AGENDA OF THE ROLLA CITY COUNCIL**

**Monday, February 2nd, 2026;**

**Council Chambers, 6:30 pm**

**901 North Elm Street**

**PRESIDING: Mayor Louis J. Magdits**

**COUNCIL ROLL: Vacancy, AUGUST ROLUFS, ANDREW BEHRENDT, NATHAN CHIRBAN, STEVE JACKSON, AARON PACE, WILLIAM HAHN, TOM MC NEVEN, KEVIN GREVEN, DAVID SHELBY, TINA BALCH AND MICHEAL DICKENS**

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**PLEDGE OF ALLEGIANCE**

Councilman McNeven

**I. CONSENT AGENDA –**

- A. Consider Approval of the City Council Minutes of:
  - 1. City Council Minutes – January 5<sup>th</sup>, 2026
  - 2. City Council Minutes – January 20<sup>th</sup>, 2026
  - 3. City Council Closed Session Minutes – January 20<sup>th</sup>, 2026

**II. REPORT OF MAYOR and COUNCIL/REPORTS OF BOARDS AND COMMISSIONS/CITY DEPARTMENTS**

- a) Environmental Services Department monthly report - December 2025
- b) Building Codes monthly report – December 2025
- c) Rolla Police Department monthly report – EOY 2025
- d) Animal Control monthly report – December 2025 and EOY 2025
- e) Rolla Municipal Court summary – December 2025
- f) Fire Incident Report for December 2025
- g) Rolla Board of Public Works minutes from December 2<sup>nd</sup>, December 11<sup>th</sup>, December 30<sup>th</sup>, 2025
- h) Centre monthly report – December 2025
- i) City of Rolla financials – December 2025
- j) Audit Committee meeting minutes for January 21, 2026

**III. PUBLIC HEARINGS - None**

**IV. ACKNOWLEDGMENTS and SPECIAL PRESENTATIONS –**

- A. David Carani- HDR: Integrated Management Plan update
- B. PW Director Darin Pryor and Jeff Medows – Archer-Elgin: Sewer Shed Study

February 2nd, 2026

V. **OLD BUSINESS** –

- A. **Ordinance** to rezone property located on the 800 Block of Lanning Lane from R-1, Suburban Residential district to the C-1, Neighborhood Commercial District. (Dawn Bell, Com. Dev. Director) **Final Reading**
- B. **Ordinance** to authorize a supplemental agreement with Woolpert, Inc for rebid/redesign services for the Rolla National Airport Taxiway Project. (Darin Pryor, PW Director) **Final Reading**
- C. **Ordinance** to authorize an aviation consultant agreement with Woolpert, Inc for design services for the rehabilitation of runway 13/31 at Rolla National Airport. (Darin Pryor, PW Director) **Final Reading**

VI. **NEW BUSINESS** –

- A. **Ordinance** pertaining to false alarm response. (Major William Loughridge) **First Reading**
- B. **Ordinance** to authorize an agreement with MoDOT to apply for fully funded traffic grants (Police Chief Fagan) **First Reading**

VII. **CLAIMS and/or FISCAL TRANSACTIONS** –

- A. **Resolution** to approve FY 25 Budget adjustments (Finance Director Steffanie Rogers)

VIII. **CITIZEN COMMUNICATION**

IX. **MAYOR/CITY COUNCIL COMMENTS**

- A. Councilman Jackson: Proposed ordinance amending Mayor compensation. (discussion)

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

- A. Next City Council meeting, TUESDAY, February 17th, 2026.

XI. **CLOSED SESSION - Closed Session per RSMo 610.021 – NONE**

XII. **ADJOURNMENT -**

ROLLA CITY COUNCIL MEETING MINUTES  
MONDAY, JANUARY 5TH; 6:30 P.M.  
ROLLA CITY HALL COUNCIL CHAMBERS  
901 NORTH ELM STREET

Presiding: Kevin Greven, Mayor Pro-Tem

Council Members in Physical Attendance: August Rolufs, Andrew Behrendt, Nathan Chirban, Aaron Pace, Steve Jackson, William Hahn, Kevin Greven, Tom McNeven, David Shelby, and Micheal Dickens.

Council Members Absent: Ward 1 Vacancy and Tina Balch

Department Directors and Other City Officials in Physical Attendance: Public Works Director Darin Pryor, Fire Chief Jeff Breen, Environmental Services Director Roger Pankey, Police Chief Sean Fagan, Finance Director Steffanie Rogers, City Administrator Keith Riesberg and City Counselor Todd Smith

## **I. CONSENT AGENDA –**

- A. Consider Approval of the City Council Minutes of:
1. City Council Minutes – December 1st, 2025
  2. City Council Minutes – December 15th, 2025
  3. City Council Closed Session Minutes – December 15th, 2025

A motion was made by Shelby, seconded by Dickens, to approve the minutes. Motion passed unanimously by voice vote.

## **II. REPORT OF MAYOR and COUNCIL/REPORTS OF BOARDS AND COMMISSIONS/CITY DEPARTMENTS**

- a) Environmental Services Department monthly report – November 2025
- b) Building Codes monthly report – November 2025
- c) Rolla Police Department monthly report – November 2025
- d) Animal Control monthly report – November 2025
- e) Rolla Municipal Court summary – November 2025
- f) Fire Incident Report for November 2025
- g) Rolla Board of Public Works minutes from August, September, October, and November 2025

Chirban asked why the Centre reports were not present. City Administrator Riesberg explained the report wasn't received in time to be included in the packet and that it would be emailed once received.

## **III. PUBLIC HEARINGS -** None

## **IV. ACKNOWLEDGMENTS and SPECIAL PRESENTATIONS –**

- A. Dr. Richard Billo & Angelina Billo: Shared a presentation on the Missouri S&T Protoplex and how its current and future success impacts the City of Rolla.

## V. OLD BUSINESS –

- A. **Ordinance** to amend chapter 28 of the Rolla City Code for the purpose of updating the Administrative Search Warrant Process. (Keith Riesberg, City Administrator) City Counselor Todd Smith read the ordinance for its final reading, by title: ORDINANCE 4892: AN ORDINANCE TO AMEND CHAPTER 28 OF THE CODE OF ORDINANCES OF THE CITY OF ROLLA, MISSOURI, FOR THE PURPOSE OF UPDATING THE ADMINISTRATIVE SEARCH WARRANT PROCESS.
1. A motion was made by Hahn, seconded by Jackson, to amend Section 28-14, B(5) of the proposed ordinance to remove, “The application shall additionally state either that the owner or occupant has been contacted and refused consent for the search or state that no contact has been made with owner or occupant despite reasonable efforts. The warrant shall state the date of successful contact with refusal or state the date upon which the owner or occupant was called on the telephone, the date the property was visited, and the date a notice mailed. If the owner or occupant does not respond to the telephone call, visit, or letter, such efforts shall be sufficient to satisfy the reasonable effort standard above.” And replace with, “The application shall state the court case number, date when the violation was filed and the outcome was found guilty.” Motion failed by voice vote with 1 Aye and 9 Nays.
  2. A motion was made by Hahn, seconded by Jackson, to amend Section 28-14, B(5) of the proposed ordinance, adding the following statement to the end of the paragraph, “ That the application shall additionally state the court case number, date the violation was filed, and shall not be issued before the defendant is found guilty or is issued a warrant for failure to appear. Motion passed unanimously by voice vote.
  3. A motion was made by Hahn, seconded by Jackson, to amend all sections that say “10 days after” to “within 10 days of issuance of warrant”. Motion passed unanimously by voice vote.
  4. A motion was made by Behrendt, seconded by Rolufs to amend Section 28-13 (C) to read, “...with written consent of the Community Development Director...”. Motion passed unanimously by voice vote.
  5. A motion was made by Jackson, seconded by Behrendt to approve the ordinance as amended. A roll call vote showed: Hahn, Dickens, Jackson, Shelby, McNeven, Chirban, Rolufs, Greven, Behrendt. Nays: Pace.
- B. **Ordinance** to Maggi Construction for the replacement of pavilions at Veteran’s Memorial Park. (Floyd Jernigan, Parks Director) City Counselor Todd Smith read the ordinance for its final reading, by title: ORDINANCE 4891: AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE A CERTAIN AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI AND DONALD MAGGI, INC. A motion was made by Jackson, seconded by Pace, to approve the ordinance. A roll call vote showed: Ayes: McNeven, Dickens, Rolufs, Shelby, Greven, Behrendt, Pace, Jackson, Hahn and Chirban, Nays: None.

**VI. NEW BUSINESS –**

- A. **Ordinance** to approve a Development Agreement with the property owner of McCutcheon Acres for a cost share on the extension of 18<sup>th</sup> Street between Forum Drive and McCutchen Drive. (PW Director Darin Pryor) Council has discretion on whether to participate in the cost of base rock and asphalt (\$50,000) for the creation of the 18<sup>th</sup> street connection between the two roundabouts. City Counselor Todd Smith read the ordinance for its first reading, AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI A VOLUNTARY DEVELOPMENT AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI, AND RLD PROPERTIES LLC.

**VII. CLAIMS and/or FISCAL TRANSACTIONS –**

- A. **Motion** to award bid to Turn Key Mobile for the purchase and installation of equipment for 5 police vehicles. (Police Chief Fagan) A motion was made by Chirban, seconded by Pace, to award the bid to Turn Key Mobile for \$85,747. Motion passed unanimously by voice vote.

**VIII. CITIZEN COMMUNICATION**

- A. David Dukes: Shared with Council ordinances he created for their consideration regarding the restriction of and taxation of gambling machines and synthetic drugs.

**IX. MAYOR/CITY COUNCIL COMMENTS**

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

- A. Next City Council meeting, TUESDAY, January 20th.

**CLOSED SESSION – Closed Session per RSMo 610.021 – NONE**

**IX. ADJOURNMENT -**

With nothing further to discuss, the meeting was adjourned at 7:59 pm.

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City Clerk

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Mayor

ROLLA CITY COUNCIL MEETING MINUTES  
TUESDAY, JANUARY 20<sup>TH</sup>, 2026; 6:30 P.M.  
ROLLA CITY HALL COUNCIL CHAMBERS  
901 NORTH ELM STREET

Presiding: Kevin Greven, Mayor Pro-Tem

Council Members in Physical Attendance: August Rolufs, Andrew Behrendt, Nathan Chirban, Aaron Pace, Steve Jackson, William Hahn, Kevin Greven, Tom McNeven, David Shelby, Tina Balch and Micheal Dickens.

Council Members Absent: Ward 1 Vacancy and Mayor Louis J. Magdits

Department Directors and Other City Officials in Physical Attendance: Public Works Director Darin Pryor, Fire Chief Jeff Breen, Environmental Services Director Roger Pankey, Police Chief Sean Fagan, Finance Director Steffanie Rogers, City Administrator Keith Riesberg and City Counselor James Klahr

### **Closed Session; 5:30 pm; 3<sup>rd</sup> Floor Conference Room**

#### **I. CLOSED SESSION – Closed Session per RSMo 610.021 – (1) Legal, (2) Sale and Lease of Property**

At 5:30 pm, a motion was made by Greven, seconded by Pace to go into closed session. A roll call vote showed: Ayes: Dickens, Greven, Jackson, McNeven, Pace, Shelby and Behrendt. Nays: None.

At 6:25 pm, Council returned from closed session where there were no final actions taken.

### **Open Session; 6:30 pm; Council Chambers**

Mayor Pro-Tempore Kevin Greven, called the meeting to order at approximately 6:30 p.m. and asked Councilman Hahn to lead in the Pledge of Allegiance.

#### **II. REPORT OF MAYOR and COUNCIL/REPORTS OF BOARDS AND COMMISSIONS/CITY DEPARTMENTS**

- a) Rolla Centre Financials for November
- b) Rolla City Financials for November

These reports were not submitted in time to be included on the January 5<sup>th</sup> agenda and were included on this agenda at the request of Council.

#### **III. PUBLIC HEARINGS -**

- A. Public Hearing and Ordinance to rezone property located on the 800 Block of Lanning Lane from R-1, Suburban Residential district to the C-1, Neighborhood Commercial District. (Tom Coots, City Planner) At 6:34, Mayor Pro-Tempore Greven officially opened the public hearing. Community Development Director Dawn Bell spoke regarding the project and explained the benefits of a medium density designation for the for the east portion of the property. Kelsey Saviano shared her plans for a new dance studio. At 6:39 pm, with no further comments, Mayor Pro-Tempore Greven closed the public hearing. City Counselor James Klahr read the ordinance for its first reading: AN ORDINANCE TO APPROVE THE RE-ZONING OF PROPERTY GENERALLY LOCATED AT THE 800 BLOCK OF LANNING LANE FROM THE R-1, SUBURBAN RESIDENTIAL DISTRICT TO THE C-1, NEIGHBORHOOD COMMERCIAL DISTRICT

#### IV. ACKNOWLEDGMENTS and SPECIAL PRESENTATIONS –

- A. Rolla 2050 Comprehensive Plan Draft Review (Dawn Bell, Comm. Dev. Director and Tim Breihan, H3 Studio) Tim Breihan shared an informational program regarding the 2050 Comprehensive Plan which has been in the works for 2 years now and will update the Comprehensive Plan last updated in 2006.

#### V. CITIZEN COMMUNICATION:

- A. Colin Gentry: Shared his support for the Comprehensive Plan.
- B. David Dukes: shared his non-support for the Centre and asked Council to listen to their constituents.
- C. Troy Colerie – resident of Ward 6 and student at Mo S&T: Shared a busy area of town that is difficult to cross for access to campus and requested consideration for a cross walk or traffic lights.

#### VI. OLD BUSINESS

- A. **Ordinance** to approve a Development Agreement with the property owner of McCutcheon Acres for a cost share on the extension of 18<sup>th</sup> Street between Forum Drive and McCutchen Drive. (Darin Pryor, PW Director) City Counselor James Klahr read the ordinance for its final reading, by title: ORDINANCE 4893: AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI A VOLUNTARY DEVELOPMENT AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI, AND RLD PROPERTIES LLC. A motion was made by Jackson, seconded by Chirban, to approve the ordinance. A roll call vote showed: Ayes: Dickens, Rolufs, Shelby, Greven, McNeven, Behrendt, Balch, Hahn, Jackson, Chirban, and Pace. Nays: none

#### VII. NEW BUSINESS –

- A. **Ordinance** to authorize a supplemental agreement with Woolpert, Inc for rebid/redesign services for the Rolla National Airport Taxiway Project. Darin Pryor, PW Director, explained that this supplemental agreement would change the design from a full reconstruction of the taxiway to a partial reconstruction. The agreement also covers the re-bidding phase of the contract. City Counselor James Klahr read the ordinance for its first reading: AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI AN AVIATION CONSULTANT SUPPLEMENTAL AGREEMENT NO. 5 BETWEEN THE CITY AND WOOLPERT, INC.
- B. **Ordinance** to authorize an aviation consultant agreement with Woolpert, Inc for design services for the rehabilitation of runway 13/31 at Rolla National Airport. Darin Pryor, PW Director explained that notice had recently been received that the Rolla National Airport was awarded approximately \$2.5M in discretionary funds for the rehabilitation of runway 13-31, a project that has been on the capital improvement plan for years without any available funding. City Counselor James Klahr read the ordinance for its first reading: AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI AN AVIATION PROJECT CONSULTANT AGREEMENT BETWEEN THE CITY AND WOOLPERT, INC.
- C. **Resolution** to approve Lease Agreement with Phelps Health for the Centre. (Keith Riesberg, City Administrator) City Counselor James Klahr read the resolution for one reading, by title: RESOLUTION 2081: A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI, AN AGREEMENT TO LEASE PHELPS HEALTH SPACE WITHIN THE CENTRE. A motion was made by Rolufs, seconded by Pace, to approve the resolution. Vote passed by voice vote with 10 Ayes and 1 Nay (Chirban).

D. **Ordinance** pertaining to false alarm response. (Major William Loughridge) During the discussion, errors were found in the code numbers cited on the ordinance. Interest was further voiced regarding an extra cushion between business and residential. It was requested to remove (D) under False Alarms and amend (E) to read “Public schools...any grade Pre-K-12” and to include the university. A motion was made by Hahn, seconded by Shelby, to table the ordinance until the next Council Meeting. Motion passed unanimously by voice vote.

E. **Resolution** authorizing a temporary sewer agreement with the City of Doolittle. (Darin Pryor, PW Director) City Counselor James Klahr read the resolution for one reading, by title: RESOLUTION 2082: A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI, AN AGREEMENT TO TEMPORARILY PROVIDE SEWER TREATMENT TO THE CITY OF DOOLITTLE. A motion was made by Jackson, seconded by Pace, to accept the previously amended by staff Resolution. Motion passed unanimously by voice vote.

#### VIII. CLAIMS and/or FISCAL TRANSACTIONS –

A. **Motion** to approve mobile fingerprint scanners through the Missouri Blue Shield Grant. (Police Chief Sean Fagan) A motion was made by Pace, seconded by Balch, to approve the sole source purchase of four mobile fingerprint scanners. Motion passes unanimously by voice vote.

#### IX. MAYOR/CITY COUNCIL COMMENTS

- A. Councilman Jackson asked about the possibility of adding a traffic light on Old Saint James near V Highway. Public Works Director Darin Pryor stated that was out of the city limits and would fall under MoDOT.
- B. Mayor Pro-Tempore Greven shared that the Chamber Banquet was a success and congratulated Mayor Magdits on receiving a Lifetime Achievement award for his service to the City of Rolla.
- C. Councilman Dickens shared that the Dream Center was now doing a 3<sup>rd</sup> food distribution on the 4<sup>th</sup> Wednesday of the month from 5:00-7:00 pm.

#### X. COMMENTS FOR THE GOOD OF THE ORDER

- A. Next City Council meeting, Monday, February 2<sup>nd</sup>, 2026.
- B. The public was invited to the Rolla 2050 Comprehensive Plan Public Open House, on Wednesday, January 21st, 4:30 pm -7:00 pm at the Eugene Northern Community Hall.

#### XI. ADJOURNMENT -

With nothing further to discuss, the meeting was adjourned at 8:45 pm.

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City Clerk

\_\_\_\_\_  
Mayor

**DECEMBER MATERIALS COLLECTED & SHIPPED  
FROM RECYCLING CENTER**

(Based on Calendar Year)

Material	Dec 2025	Nov 2025	Dec 2024	Year-to-Date 2025	Year-to-Date 2024	Yearly Total 2024
Cardboard	109.9 ton	80.2 ton	129.0 ton	1,405.0 ton	1,434.5 ton	1,434.5 ton
Newspaper	17.6 ton	19.8 ton	36.0 ton	282.1 ton	297.8 ton	297.8 ton
High Grade Paper	0.0 ton	0.0 ton	0.0 ton	17.9 ton	17.3 ton	17.3 ton
Aluminum	0.0 ton	2.2 ton	2.3 ton	16.3 ton	16.5 ton	16.5 ton
Steel Cans/Scrap Metal	3.0 ton	5.5 ton	5.9 ton	51.3 ton	45.4 ton	45.4 ton
Plastic	9.8 ton	19.3 ton	8.5 ton	98.9 ton	87.1 ton	87.1 ton
Glass	25.9 ton	0.0 ton	0.0 ton	195.2 ton	190.1 ton	190.1 ton
Batteries	2LBS ton	0.0 ton	0.0 ton	5.4 ton	0.9 ton	0.9 ton
Electronic Waste	3.3 ton	3.0 ton	2.4 ton	41.9 ton	39.1 ton	39.1 ton
Household HW	0.0 ton	0.0 ton	0.0 ton	0.0 ton	0.0 ton	0.0 ton
<b>TOTAL</b>	<b>169.6 ton</b>	<b>130.0 ton</b>	<b>184.1 ton</b>	<b>2,113.9 ton</b>	<b>2,128.6 ton</b>	<b>2,128.6 ton</b>

**SERVICES PROVIDED**

Type of Service	Dec 2025	Nov 2025	Dec 2024	Year-to-Date 2025	Year-to-Date 2024	Yearly Total 2024
Special Pick-ups	22	17	28	420	414	414
Paper Shredding	2.5 hours	2.3 hours	3.0 hours	44.8 hours	60.5 hours	60.5 hours
Reported Trash Nuisances	0	0	0	0	0	0
Households Dropping Off Hazardous Waste	80	111	76	1255	1132	1132

**DISPOSAL TONNAGE**

(Sanitation Division)

Material	Dec 2025	Nov 2025	Dec 2024	Year-to-Date 2025	Year-to-Date 2024	Yearly Total 2024
Refuse	1,631.5 ton	1,439.7 ton	1,451.0 ton	20,546.0 ton	19,044.5 ton	19,044.5 ton



Management Report  
FISCAL YEAR 2026

December 2025

BUILDING PERMITS ISSUED	DECEMBER FY 2026		DECEMBER FY 2025		YTD FY 2026		YTD FY 2025		A CHANGE FY 25 - FY 26	
	#	Value	#	Value	#	Value	#	Value	# ISSUED	\$ VALUE
PERMITS ISSUED	35	\$ 5,173,770	23	\$ 228,970.00	127		83			53.0%
Electric, Plumbing, etc. Only	8		14		54	\$	47	\$		14.9%
Single Family Detached	22	\$ 4,777,000			31	\$ 7,723,000	3	\$ 895,000		933.3%
Single Family Attached										762.9%
Duplexes					1	\$ 280,000	1	\$ 130,000		0.0%
3-or-4 family					1	\$ 600,000	2	\$ 1,000,000		-50.0%
5-or-more family										#DIV/0!
Hotels, Motels										#DIV/0!
Other nonhousekeeping shelter										
Amusement, social, recreational										
Churches, other religious										
Industrial										
Parking garages, Storage building					2	\$ 498,000				
Service stations, repair garages										
Hospitals, institutional										
Offices, banks, professional					1	\$ 13,294,055				
Public Works, utilities										
Schools, other educational										
Stores, customer										
Towers, antennas					1	\$ 129,200	1	\$ 800,000		-100.0%
Signs, attached and detached			2	\$ 15,970	5	\$ 180,000	6	\$ 30,110		-16.7%
Residential addition, remodel	3	\$ 93,000	3	\$ 11,000	17	\$ 290,000	14	\$ 231,566		21.4%
Commercial addition, remodel	2	\$ 303,770	2	\$ 202,000	10	\$ 12,231,931	6	\$ 246,000		66.7%
Residential garage, carport							1	\$ 35,000		-100.0%
Demolition, single family	1				1	\$				#DIV/0!
Demolition, 2-family										
Demolition, 3-or-4 family										
Demolition, 5-or-more family										
Demolition, all other	1		2		1	\$	2	\$		-50.0%
Total Residential Units		\$ 4,777,000.00			15	\$ 8,603,000	13	\$ 2,025,000		15.4%
EST. CONSTRUCTION COSTS		\$ 5,173,770		\$ 228,970		\$ 35,226,186		\$ 3,367,676		#DIV/0!
Building Permit Fees		\$ 8,369.17		\$ 2,340		\$ 72,997		\$ 14,960		#DIV/0!
FEES		\$ 19,069.17		\$ 7,040		\$ 126,497		\$ 38,460		#DIV/0!

INSPECTIONS PERFORMED	DECEMBER FY 2026		DECEMBER FY 2025		YTD FY 2026		YTD FY 2025		FY FY 25 - FY 26	
	#	Value	#	Value	#	Value	#	Value	#	%
Building Inspections	230		115		635		329			93%
Electrical Inspections	79		61		274		203			35%
Excavation Inspections	0		0		0		0			#DIV/0!
Plumbing Inspections	58		37		204		134			52%
Mechanical Inspections	28		25		60		84			-29%
Code Inspections	228		150		631		443			42%
Nuisance Inspections	137		82		412		247			67%
Business License Inspections	7		8		20		21			-5%
<b>TOTAL INSPECTIONS</b>	<b>767</b>		<b>478</b>		<b>2236</b>		<b>1461</b>			<b>53%</b>



**Rolla Police Department Monthly Report**  
YTD 2025

**Part I Crimes**

Calls that result in written reports are processed through the department's Records Management System (RMS) and ultimately reported to the MSHP and FBI. Beginning in 2020, we transitioned from the FBI's Uniform Crime Report (UCR) method, which counted only the most serious crime from each incident, to the National Incident-Based Reporting System (NIBRS), which counts each of the offenses per incident separately. NIBRS is now considered the FBI's standard method of reporting. The FBI has historically classified eight of the most serious offenses as "Part I Crimes" (these totals are somewhat fluid as investigations and report processing are not limited to monthly time frames):

	<u>Criminal</u> <u>Homicide</u>	<u>Rape</u>	<u>Robbery</u>	<u>Felony</u> <u>Assault</u>	<u>Burglary</u>	<u>Larceny</u>	<u>Auto Theft</u>	<u>Arson</u>	<u>Total</u>	<u>Change from</u> <u>Previous Yr</u>
December	0	1	2	5	4	26	3	0	41	
YTD 2025	0	14	6	60	58	370	28	3	539	-13.20%
2024	0	14	4	63	65	430	41	4	621	-15.16%
2023	0	8	6	55	85	515	58	5	732	-9.41%
2022	0	8	6	95	119	531	44	5	808	-0.37%
2021	0	15	9	68	119	564	35	1	811	-23.20%
2020	1	12	1	99	172	711	59	1	1056	13.92%

**Overdoses**

The following data pertain to calls for service responded to by the Rolla Police Department in which an overdose was known or suspected. It is not an accurate representation of all overdoses occurring in Rolla, as these incidents aren't always reported since Narcan is readily available to citizens. Also, in many circumstances, law enforcement may not be called on to respond, as an overdose could be reported as a medical call, or the patient could be transported to the hospital by family/friends. Note the "Narcan Administered" column is ONLY for Narcan administered by RPD. Therefore, it cannot be used as a representation of the # of Narcan uses per overdose incident, as many times another responding agency (Fire, EMS, other LE) administers the Narcan. We do not have statistics for those agencies. Overdose Deaths are those deaths in which it is immediately known an overdose was involved. There is potential for this total to change as death investigations and/or lab results are finalized.

	<u>Overdose Calls for Service</u>	<u>Narcan Administered by RPD</u>	<u>Overdose Deaths</u>
December	2	0	0
YTD 2025	69	15	3
2024	73	13	2
2023	111	38	9
2022	132	42	10
2021	138	58	15



# Rolla Police Department Monthly Report

## YTD 2025

### Calls for Service

"Calls for Service" refers to the general daily activity of the officers - and dispatchers, in some situations - of the Rolla Police Department, as recorded in the Computer Aided Dispatch (CAD) system. Each incident handled by one or more of those individuals, whether in response to a citizen's request for assistance, self-initiated by an officer, or scheduled, is recorded as a single "Call for Service". Call types are assigned based on the initial circumstances presented to the dispatcher and, therefore, should not be considered a reflection of the full nature of the call. "Calls for Service" should also not be mistaken for "Reports Taken". (\*Note: CFS criteria were slightly adjusted in 2025, eliminating certain calls handled by dispatchers, in order to make the totals even more accurate.)

Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2024 YTD	% Increase
Abandoned/Recovered Property	13	9	11	12	15	19	20	23	15	13	12	8	170	229	-25.76%
Abandoned Vehicle	15	16	15	17	17	15	17	24	23	18	17	18	212	226	-6.19%
Accident - Fatality	0	0	1	0	0	0	0	0	0	0	0	0	1	0	#DIV/0!
Accident - Injury	12	22	17	20	21	18	16	21	18	18	15	19	217	201	7.96%
Accident - Leave The Scene	17	14	19	17	15	12	14	14	14	21	15	15	187	162	15.43%
Accident - No Injury	32	37	33	33	33	32	33	40	49	45	43	25	435	509	-14.54%
Accident - Private Property	18	24	23	31	22	20	22	23	26	16	16	31	272	264	3.03%
Accident - Road Blocked	8	5	6	10	10	8	5	6	12	8	2	8	88	77	14.29%
Adult Abuse	0	0	2	0	0	0	0	0	0	0	0	0	2	1	100.00%
Alarm LE	79	48	67	62	52	43	58	54	46	53	56	61	679	749	-9.35%
Animal Bite/Attack	2	4	1	5	7	2	9	4	3	0	5	4	46	26	76.92%
Animal Control	69	71	77	94	116	86	92	102	90	94	88	93	1,072	1,157	-7.35%
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Assault	3	3	14	9	14	7	8	19	12	10	14	12	125	137	-8.76%
Assist Agency Non-LEA	58	61	144	69	61	74	64	84	57	92	81	57	902	829	8.81%
Assist Citizen	12	10	27	9	11	22	15	12	11	18	12	9	168	148	13.51%
Assist LEA	7	11	11	9	14	19	17	23	6	11	16	20	164	156	5.13%
Assist Motorist	44	48	21	19	19	22	27	20	20	24	17	18	299	302	-0.99%
Bomb Threat	0	1	0	0	0	0	0	0	0	0	0	0	1	2	-50.00%
Building Lockout	0	0	0	0	0	0	0	0	1	0	0	1	2	10	-80.00%
Burglary	12	8	11	9	10	10	8	18	14	10	7	7	124	126	-1.59%
Business/Building Check	451	291	268	256	236	176	248	298	292	243	387	425	3,571	3,038	17.54%
Call for Police	53	44	51	51	56	71	70	66	58	51	55	66	692	743	-6.86%
Check Well Being	95	102	125	100	105	86	127	123	116	99	78	87	1,243	1,326	-6.26%
Child Abuse	3	4	7	6	2	0	2	1	1	2	0	9	37	34	8.82%
Child Exploitation/Pornography	0	1	0	1	1	0	0	0	0	1	0	0	4	3	33.33%
Compliance Check	0	0	0	0	0	0	0	1	0	0	0	0	1	0	#DIV/0!
Confidential Investigation	0	0	0	3	0	2	0	2	2	2	0	1	12	3	300.00%
Conservation Violation	0	0	0	0	0	0	0	0	1	0	1	0	2	2	0.00%
Court	8	8	17	10	10	12	6	8	9	8	10	9	115	109	5.50%
Crossing Guard (Officer coverage)	0	3	2	3	4	0	0	0	0	1	0	0	13	29	-55.17%
CWB 911 Hangup	58	58	82	69	68	71	97	158	96	79	90	63	989	1,622	-39.03%
Death	1	0	0	0	0	0	0	0	0	0	0	0	1	11	-90.91%
Destruction of Property	9	10	7	14	18	17	10	11	8	18	9	14	145	177	-18.08%
Disturbance-Fireworks	1	0	0	1	0	3	33	2	1	0	1	3	45	56	-19.64%
Disturbance-Liquor	0	0	2	1	2	0	0	0	1	0	0	0	6	8	-25.00%
Disturbance-Other	44	48	85	69	76	51	52	64	61	66	47	41	704	760	-7.37%
Domestic Violence	31	36	43	34	33	32	28	43	35	39	46	26	426	450	-5.33%
Driving While Intoxicated	7	4	8	16	14	10	15	7	18	12	12	10	133	139	-4.32%
Drown/Water Rescue	0	0	0	1	0	2	0	0	0	2	0	0	5	0	#DIV/0!
Drug Paraphernalia	5	2	6	2	5	4	6	6	4	5	8	2	55	67	-17.91%
Escort - Bank	0	1	0	0	0	0	0	0	0	0	0	0	1	2	-50.00%
Escort - Courtesy	9	6	8	3	3	9	3	8	4	5	3	9	70	71	-1.41%
Escort - Funeral	10	10	5	8	7	9	3	7	5	8	8	11	91	95	-4.21%
Exparte Violation	1	5	2	4	15	5	10	8	7	5	3	7	72	59	22.03%
Field Interview	45	46	64	31	50	52	70	99	96	84	75	47	759	609	24.63%
Fight	2	5	2	4	3	8	9	3	0	2	7	3	48	39	23.08%
Fingerprints	1	0	2	0	0	2	0	2	1	0	0	1	9	28	-67.86%
Follow-up	115	115	121	119	119	92	124	141	146	136	107	96	1,431	1,205	18.76%
Foot Patrol	0	0	0	0	0	0	0	0	1	5	1	0	7	1	600.00%
Forgery-Counterfeiting	0	4	2	4	3	2	2	0	3	3	1	2	26	25	4.00%
Found Body	0	0	0	0	0	1	0	0	0	0	0	0	1	0	#DIV/0!
Fraud - Checks/Credit Card	10	14	12	16	26	13	19	21	19	21	16	11	198	266	-25.56%
Harassment	17	16	23	18	23	26	28	22	21	29	13	19	255	306	-16.67%
Identity Theft	1	1	3	2	1	0	2	1	0	4	2	0	17	19	-10.53%
Information Request	246	254	310	235	284	261	247	288	202	230	218	205	2,980	3,409	-12.58%
Intoxicated Person	4	3	5	2	6	9	3	4	7	6	6	3	58	52	11.54%
Jail Incident	0	0	1	0	0	0	0	0	0	0	0	0	1	1	0.00%
Juvenile Complaint	12	3	10	10	16	5	10	8	14	15	8	7	118	134	-11.94%

Description	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	2024 YTD	% Increase
Keep the Peace/Standby	11	6	13	14	12	16	11	7	14	7	10	6	127	152	-16.45%
Kidnapping	0	1	0	1	0	0	0	2	2	2	3	1	12	4	200.00%
Leave without Pay	0	0	0	1	0	0	0	2	0	0	2	1	6	7	-14.29%
Liquor Violation	0	0	0	0	0	0	0	1	0	0	0	0	1	1	0.00%
Littering/Dumping	2	1	2	2	3	0	5	5	4	2	3	3	32	49	-34.69%
Loitering	2	5	7	2	6	6	9	8	10	11	12	3	81	73	10.96%
Lost or Stolen Property	15	7	12	11	9	13	11	9	6	6	6	5	110	115	-4.35%
Loud Noise Complaint	12	20	29	15	32	17	16	23	19	31	22	18	254	291	-12.71%
Malicious Mischief	0	1	1	1	2	3	3	1	0	3	1	2	18	20	-10.00%
Mental Health	21	19	35	14	32	21	15	29	30	26	18	27	287	362	-20.72%
Missing Person	5	2	4	5	5	6	5	7	7	5	5	9	65	76	-14.47%
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Narcotics Violation	9	5	11	6	12	11	11	19	15	15	11	10	135	173	-21.97%
Notification	3	9	2	3	7	4	11	4	5	3	1	1	53	9	488.89%
Open Door	2	4	11	4	5	2	5	7	2	5	4	3	54	61	-11.48%
Overdose	3	7	4	4	3	9	7	7	1	5	1	1	52	64	-18.75%
Paper Service	22	28	24	28	24	16	28	28	14	14	11	13	250	248	0.81%
Prisoner Transport	0	3	3	5	2	6	2	1	2	0	2	6	32	21	52.38%
Property Damage-Non Criminal	1	1	9	3	0	2	1	3	2	4	1	2	29	21	38.10%
Prostitution	0	0	0	0	0	0	0	0	0	1	0	1	2	2	0.00%
Prowler	1	1	2	3	1	2	3	2	3	4	1	0	23	41	-43.90%
Public Indecency	0	4	3	1	1	3	2	4	3	3	0	1	25	20	25.00%
Public Relations	7	7	23	15	22	12	17	14	31	40	27	34	249	171	45.61%
Pursuit	0	0	1	0	1	0	0	2	0	0	0	0	4	1	300.00%
Rape/Sexual Assault	1	0	3	1	2	1	1	2	4	1	2	5	23	16	43.75%
Robbery	0	0	0	2	1	2	0	0	2	0	0	1	8	4	100.00%
Runaway	6	11	8	9	1	10	7	4	8	6	11	3	84	99	-15.15%
Search Warrant	0	1	0	0	0	0	1	0	0	0	0	0	2	6	-66.67%
Vacation/Security Check	5	4	20	3	27	53	24	2	25	7	9	20	199	254	-21.65%
Selective Enforcement	0	0	0	0	0	0	0	1	0	1	3	0	5	5	0.00%
Sewer Alarm	0	0	0	1	0	0	0	1	0	0	0	0	2	1	100.00%
Sex Offenses	1	7	6	5	2	5	1	2	0	0	3	1	33	56	-41.07%
Shots Fired	2	2	7	2	1	4	3	4	4	6	2	4	41	33	24.24%
Smoking/Vaping Violation	0	0	0	0	0	0	0	0	0	0	1	0	1	0	#DIV/0!
Soliciting	0	0	1	3	1	1	0	0	1	3	3	0	13	33	-60.61%
Stabbing or Shooting with Injury	0	0	0	0	0	0	0	0	0	0	0	0	0	6	-100.00%
Stalking	1	3	1	1	0	2	3	2	1	1	3	0	18	15	20.00%
Stealing	39	40	61	58	54	57	61	58	61	73	55	63	680	711	-4.36%
Stolen Vehicle	8	5	3	4	8	9	8	8	5	4	4	8	74	103	-28.16%
Suicide	0	0	0	1	0	0	0	0	0	0	0	0	1	2	-50.00%
Suspicious Activity	60	42	72	54	72	73	81	80	67	86	67	65	819	923	-11.27%
Suspicious Package/Item	1	1	1	0	0	2	0	1	1	1	2	0	10	11	-9.09%
SWAT Callout	0	0	0	0	0	0	2	0	0	0	0	0	2	1	100.00%
Tampering	2	6	1	3	3	2	1	3	7	3	2	5	38	70	-45.71%
Telephone Harassment	8	14	12	13	18	18	19	20	14	15	15	18	184	167	10.18%
Tow Sticker Expired	4	9	10	11	6	10	5	12	10	16	11	12	116	112	3.57%
Traffic Complaint	154	138	194	123	130	184	150	159	172	211	291	129	2,035	1,570	29.62%
Traffic Stop	427	208	315	319	319	488	398	341	258	325	364	577	4,339	3,788	14.55%
Trespassing	30	29	42	41	41	35	53	71	62	60	48	40	552	484	14.05%
Try to Contact	29	11	21	9	11	13	14	9	20	20	30	38	225	245	-8.16%
Vehicle Identification	46	18	41	30	48	25	47	43	27	27	42	34	428	433	-1.15%
Vehicle Lockout	2	0	1	0	1	2	0	3	2	1	1	1	14	22	-36.36%
Vehicle Repossession	8	1	5	6	3	6	4	6	9	1	7	9	65	59	10.17%
Veterinary Call	0	2	2	3	5	0	5	2	3	0	2	4	28	21	33.33%
Weapons Violation	1	1	7	3	6	5	4	4	3	1	5	2	42	46	-8.70%
<b>Totals</b>	<b>2,591</b>	<b>2,170</b>	<b>2,803</b>	<b>2,361</b>	<b>2,562</b>	<b>2,596</b>	<b>2,703</b>	<b>2,912</b>	<b>2,582</b>	<b>2,688</b>	<b>2,752</b>	<b>2,769</b>	<b>31,489</b>	<b>31,487</b>	<b>0.01%</b>

## ANIMAL CONTROL MONTHLY TOTALS

December 2025

### ANIMALS IMPOUNDED

	Canine	Feline	Other Domestic	Wildlife	Monthly Total	2025 YTD Total	2024 YTD Total
City of Rolla	16	8	0	10	34	420	408
Rolla Area (Rural Areas)	0	0	0	0	0	26	11
Newburg Area	0	0	0	0	0	0	0
Doolittle Area	0	0	0	0	0	0	0
Edgar Springs Area	0	0	0	0	0	0	1
St. James Area	0	0	0	0	0	0	2
Ft. Leonard Wood (Mil)	0	0	0	0	0	0	0
Other Law Enf. Agencies	0	0	0	0	0	0	0
<b>Monthly Total</b>	<b>16</b>	<b>8</b>	<b>0</b>	<b>10</b>	<b>34</b>		
<b>2025 YTD Total</b>	<b>218</b>	<b>139</b>	<b>0</b>	<b>91</b>		<b>446</b>	
<b>2024 YTD Total</b>	<b>237</b>	<b>53</b>	<b>2</b>	<b>130</b>			<b>422</b>
<b>Total Phelps County</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15</b>	<b>11</b>

### ANIMAL DISPOSITION

	Canine	Feline	Other Domestic	Wildlife	Monthly Total	2025 YTD Total	2024 YTD Total
Animals Adopted ①	5	8	0	0	13	166	127
Animals Claimed	6	0	0	0	6	90	114
Euthanized(III/Injured)	0	0	0	2	2	7	10
Euthanized(Dangerous)	1	0	0	0	1	8	7
Euthanized(Un-Placed)②	0	0	0	0	0	0	0
Deceased on Arrival	0	0	0	7	7	62	91
Transferred to Rescue ③	1	0	0	1	2	51	10
Wildlife Relocated	0	0	0	0	0	29	51
Other / TNR	0	0	0	0	0	23	2
<b>Monthly Total</b>	<b>13</b>	<b>8</b>	<b>0</b>	<b>10</b>	<b>31</b>		
<b>2025 YTD Total</b>	<b>204</b>	<b>138</b>	<b>0</b>	<b>92</b>		<b>436</b>	
<b>2024 YTD Total</b>	<b>232</b>	<b>49</b>	<b>2</b>	<b>130</b>			<b>412</b>

	Monthly Total	2025 YTD Total	2024 YTD Total			
Adoption Rate (① + ③) ÷ (① + ② + ③)	100.00%	100.00%	100.00%			
PR Programs	0	5	4			
Calls for Service	91	1,382	1,061			
Written Warnings	0	0	0			
Citations	0	2	5			

## ANIMAL CONTROL MONTHLY TOTALS

December EOY 2025

### ANIMALS IMPOUNDED

	Canine	Feline	Other	Wildlife	2025	2024	2023
	Domestic				EOY Total	EOY Total	EOY Total
City of Rolla	180	140	1	66	387	375	412
Rolla Area (Rural Areas)	26	1	0	0	27	11	28
Newburg Area	0	0	0	0	0	0	0
Doolittle Area	0	0	0	0	0	0	0
Edgar Springs Area	0	0	0	0	0	0	0
St. James Area	0	0	0	0	0	1	1
Ft. Leonard Wood (Mil)	1	0	0	0	1	0	0
Other Law Enf. Agencies	1	0	0	0	1	0	0
<b>2025 EOY Total</b>	<b>208</b>	<b>141</b>	<b>1</b>	<b>66</b>	<b>416</b>		
<b>2024 EOY Total</b>	<b>212</b>	<b>53</b>	<b>2</b>	<b>122</b>		<b>387</b>	
<b>2023 EOY Total</b>	<b>199</b>	<b>76</b>	<b>5</b>	<b>161</b>			<b>441</b>
<b>Total Phelps County</b>	<b>26</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>27</b>	<b>8</b>	<b>29</b>

### ANIMAL DISPOSITION

	Canine	Feline	Other	Wildlife	2025	2024	2023
	Domestic				EOY Total	EOY Total	EOY Total
Animals Adopted ①	75	90	0	0	165	127	101
Animals Claimed	86	4	0	0	90	114	93
Euthanized(III/Injured)	1	3	0	2	6	6	17
Euthanized(Dangerous)	5	0	0	0	5	6	37
Euthanized(Un-Placed)②	0	0	0	0	0	0	0
Deceased on Arrival	1	4	0	56	61	91	105
Transferred to Rescue ③	31	16	0	4	51	9	1
Wildlife Relocated	0	0	0	29	29	51	71
Other /TNR OR S/N	1	29	0	0	30	3	3
<b>2025 EOY Total</b>	<b>200</b>	<b>146</b>	<b>0</b>	<b>91</b>	<b>437</b>		
<b>2024 EOY Total</b>	<b>230</b>	<b>48</b>	<b>2</b>	<b>127</b>		<b>407</b>	
<b>2023 EOY Total</b>	<b>191</b>	<b>68</b>	<b>6</b>	<b>163</b>			<b>428</b>

### ADDITIONAL STATISTICS

	2025	2024	2023
	EOY Total	EOY Total	EOY Total
Adoption Rate (① + ③) ÷ (① + ② + ③)	100.00%	100.00%	100.00%
PR Programs	5	4	11
Calls for Service	1382	1061	1,312
Written Warnings	0	0	0
Citations	2	5	6

## MUNICIPAL DIVISION SUMMARY REPORTING FORM

*Refer to instructions for directions and term definitions. Complete a report each month even if there has not been any court activity.*

<b><u>I. COURT INFORMATION</u></b>	Municipality: Rolla Municipal	Reporting Period: Dec 1, 2025 - Dec 31, 2025
Mailing Address: 901 NORTH ELM, ROLLA, MO 65401		
Physical Address: 901 NORTH ELM, ROLLA, MO 65401		County: Phelps County
Telephone Number: (573)3648590		Fax Number:
Prepared by: Relauun Smith		E-mail Address:
Municipal Judge: Brad Neckermann		

<b><u>II. MONTHLY CASELOAD INFORMATION</u></b>	Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance
A. Cases (citations/informations) pending at start of month	21	895	182
B. Cases (citations/informations) filed	1	355	25
C. Cases (citations/informations) disposed			
1. jury trial (Springfield, Jefferson County, and St. Louis County only)	0	0	0
2. court/bench trial - GUILTY	0	0	0
3. court/bench trial - NOT GUILTY	0	0	0
4. plea of GUILTY in court	1	51	13
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)	0	272	0
6. dismissed by court	0	0	0
7. <i>nolle prosequi</i>	0	18	3
8. certified for jury trial (not heard in Municipal Division)	0	0	0
<b>9. TOTAL CASE DISPOSITIONS</b>	<b>1</b>	<b>341</b>	<b>16</b>
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]	21	909	191
E. Trial de Novo and/or appeal applications filed	0	0	0

<b><u>III. WARRANT INFORMATION (pre- &amp; post-disposition)</u></b>	<b><u>IV. PARKING TICKETS</u></b>
1. # Issued during reporting period	62
2. # Served/withdrawn during reporting period	33
3. # Outstanding at end of reporting period	857
<input type="checkbox"/> Court staff does not process parking tickets	

## MUNICIPAL DIVISION SUMMARY REPORTING FORM

<b>COURT INFORMATION</b>	Municipality: Rolla Municipal	Reporting Period: Dec 1, 2025 - Dec 31, 2025
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<b>V. DISBURSEMENTS</b>			
<b>Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)</b>		<b>Other Disbursements:</b> Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs and witness fees.	
Fines - Excess Revenue	\$4,144.50	Court Automation	\$747.10
Clerk Fee - Excess Revenue	\$552.00	Law Enf Arrest-Local	\$7.50
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$17.02	Overpayment-E/R	\$6.01
Bond forfeitures (paid to city) - Excess Revenue	\$47.00	Overpayments Detail Code	\$0.00
<b>Total Excess Revenue</b>	<b>\$4,760.52</b>	<b>Total Other Disbursements</b>	<b>\$760.61</b>
<b>Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)</b>		<b>Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited</b>	<b>\$16,679.51</b>
Fines - Other		<b>Bond Refunds</b>	<b>\$376.00</b>
Clerk Fee - Other	\$728.72	<b>Total Disbursements</b>	<b>\$17,055.51</b>
Judicial Education Fund (JEF) <input checked="" type="checkbox"/> Court does not retain funds for JEF	\$0.00		
Peace Officer Standards and Training (POST) Commission surcharge	\$106.72		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$760.96		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$22.48		
Law Enforcement Training (LET) Fund surcharge	\$211.00		
Domestic Violence Shelter surcharge	\$208.00		
Inmate Prisoner Detainee Security Fund surcharge	\$0.00		
Restitution	\$0.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$0.00		
<b>Total Other Revenue</b>	<b>\$11,158.38</b>		

**Fire Incident Report  
Calendar Year 2025**

**DECEMBER 2025**

MAJOR INCIDENT TYPE	DECEMBER 2025 #	DECEMBER 2024 #	YTD 2025 #	YTD 2024 #	CHANGE 2024 - 2025 # RESPONDED
False Alarm & False Call	26	19	337	398	-18.10%
Fire	11	10	109	83	31.33%
Good Intent Call	8	24	229	311	-26.37%
Hazardous Condition (No Fire)	4	11	124	117	5.98%
Overpressure Rupture, Explosion, Overheat (No Fire)	-	-	1	1	0.00%
Rescue & Emergency Medical Service	66	132	1,276	1,727	-26.11%
Service Call	8	11	116	92	26.09%
Severe Weather & Natural Disaster		-	130	4	3150.00%
Special Incident Type		1	3	5	-40.00%
<b>TOTAL</b>	123	208	2,325	2,738	-15.08%



**REGULAR SESSION – December 2, 2025**

~ Meeting was held in the Board Room at RMU's Tucker Professional Center at 2:30 p.m. ~

The meeting was called to order at 2:39 p.m. by Rolla Board of Public Works (RBPW or Board) President, Nick Barrack, presiding. The following were present:

- Board members: President, Nick Barrack  
Vice President, Dr. Wm. E. Showalter  
Secretary, Joe Polizzi  
Vice Secretary, Fred L. Stone
- RMU Staff: General Manager, Rodney P. Bourne, P.E.  
Finance Manager, Gwen Cresswell  
Business Manager, Jason Grunloh  
Engineering Manager, Chad Davis  
Electric Superintendent, Eric Lonning  
Water Superintendent, Jason Bell
- Guests: Roy Mangan, Project Manager – Archimages, Inc.  
Tonie Cahill, President - Cahills Construction  
Caleb Kretzinger, VP of Operations – Cahills Construction

Minutes submitted, according to Agenda, by RMU's Administrative Assistant, Megan Saylor.

\* \* \* \* \*

**I. APPROVAL OF MINUTES**

Polizzi made a motion, seconded by Showalter, that the minutes of the Regular Session October 28, 2025 Board meeting and the minutes of the Open & Closed Sessions of the November 19, 2025 meeting be approved as presented. Motion passed unanimously.

**II. CITIZEN COMMUNICATION**

Tonie Cahill from Cahills Construction addressed the Board to introduce herself and Caleb Kretzinger. Cahill's Construction partnered with Trigent Solutions to submit a bid for the Service Center Expansion project which is on the agenda for today's meeting. They are present to answer any questions or address concerns that the Board may have pertaining to the renovation project.

**III. SPECIAL PRESENTATION (none)**

**IV. STAFF REPORTS**

**A. FINANCE MANAGER'S REPORT (presented by Cresswell)**

1. The Board received the Statement of Income & Expenses reports for October 2025 (FY26). Cresswell reviewed the reports pointing out that October was the first month in the new fiscal year, so the year-to-date and the monthly figures are identical:
  - Operating income for October (FY26) was \$2,900,000 which is approximately \$180,000 more than in October of last year.
  - Purchased power expenses for October were \$1,964,000 reflecting an increase of over \$241,000 compared to last October.
  - Total operating expenses for October were \$2,965,000, which include purchased power expenses. This is an increase of \$230,000 compared to last October and this increase stems from higher purchased power costs.
  - Total Operating Loss for the month is \$39,500, representing a \$50,000 increase compared to the prior year.
  - Cresswell pointed out a new financial statement for *Power Production Department* which will now be included with financial statements. Cresswell explained that with the increased Capacity Credits and anticipated generator expenses later in the fiscal year, separating these expenses (previously lumped in with the Electric department expenses) will allow for more accurate financial tracking. Power Production is showing a gain of \$22,800 for the month. The Electric department has an operating loss of \$152,500, while the Water department is showing an operating gain of \$88,000.
  - Other income and expenses totaled \$163,000 which results in a total net gain of \$123,537 for the

month.

2. Cresswell presented RMU's Financial Statement, Statistics Report and the Disbursement Summary (October 2025) for Board approval.

Showalter made a motion, seconded by Stone, that the statistics and financial statement be approved as presented and forwarded to the City of Rolla. Motion passed unanimously.

3. Cash Reserves

Cresswell reported that approximately \$4.3 million has been invested in the Nagogami Pressure Zone project. A portion of these costs is supported by ARPA funding while up to half of the remainder will be gradually reimbursed by customers within the pressure zone. Cresswell explained that to meet current expenses, \$1.3 million was transferred from Water Reserves and \$1,168,170 from Restricted Electric Reserves. A detailed breakdown of each Reserve account with current balance was included in Board packets.

4. FY2024 Audit Update

Cresswell reported she spoke with the auditor on Monday (December 1<sup>st</sup>). The auditor is prioritizing school audits that are required to be completed before the end of the year. Most of our required documentation has been uploaded, but work will not resume on the audit until January.

5. Power & Transmission Costs

Cresswell highlighted the charts illustrating the upward trend in Transmission and Power Costs over the last several years. While the volume of MWh purchased has remained relatively stable, the purchase costs have increased. The rise in costs is expected to continue on an upward trend exerting more pressure on utility rates.

## B. BUSINESS MANAGER'S REPORT

*(presented by Grunloh)*

1. LIHEAP Update

Grunloh updated the Board concerning the federally funded Low Income Home Energy Assistance Program (LIHEAP). On November 19<sup>th</sup>, the Missouri Department of Social Services, which uses federal LIHEAP funds to provide energy assistance through Missouri Ozarks Community Action (MOCA), reported that due to the lengthy government shutdown their funding has been exhausted. Many RMU customers rely on MOCA funding to help pay their utility bills. Since sending out the Board memo, the government shutdown has ended and Missouri Department of Social Services has received funds. However, LIHEAP is experiencing reductions in funding which creates recurring problems for our customers who are impacted.

2. Customer Service Award

Grunloh announced that Rolla Municipal Utilities was recently honored with the Silver Public Power Customer Satisfaction Award, based on customer feedback collected through surveys in March 2025. The award evaluates performance across key categories, including Customer Service, Field Personnel, Communication, Reliability, Value, Outage Response, Innovation, and Overall Satisfaction. RMU is one of only 15 utilities nationwide to receive this recognition—and the only utility in Missouri. Grunloh extended a heartfelt thank you to our customers for sharing their feedback and helping us achieve this milestone.

3. Holiday Events

Grunloh informed the Board that RMU will be participating in several upcoming community events. We will have a line truck and trailer in the Rolla Christmas Parade with walkers handing out candy. The trailer will also be included in our light display at the Lions Club annual Christmas in the Park event.

Additionally, the winter team-building event will take place on Friday, December 5<sup>th</sup> beginning at 11:00 AM at Eugene Northern Community Center. The Board was invited to attend and can reach out with any questions.

## C. ENGINEERING MANAGER'S REPORT

*(presented by Davis)*

1. Update on RMU projects

Davis highlighted current work projects found in the Operations Report which include:

- Completed conversion from 4kV to 12kV in the areas of Silverleaf Lane, Timberlane Court & the east side of Ramsey Place Road.
- Installation of electric service in The Highlands subdivision (Hwy 72 South) – Area where development is underway has access to electric, and will extend as needed.
- 13063 Old Wire Outer Road – Construction of the Veterans Affairs facility in underway. Owner's

- contractor is installing the primary electric conduit. Water will be installed at a later date.
- Generators – Completed the required five-year testing of relays and breakers
- Unexpected inspection from MO DNR on November 19 for RMU's air permit. Notice was received that RMU is in compliance.
- Water crews are working on the north side of Hwy 72 installing new water main in advance of the state's contractor putting in new sidewalk.
- Nagogami Pressure Zone Project – The Nagogami Pump Station is complete and is now in operation. There will be no further status reports from Cochran for the Nagogami Pump Station.
- The White Columns Pump Station is now in progress. Construction has started and is going well.

A complete list with details of all electric, fiber and water projects was included in the Board packet.

2. Leak Detection Survey Results

The Leak Detection Survey was conducted in October by Westrum Leak Detection utilizing the latest leak detection correlation technology to pinpoint suspected leakage in the system. The cost of the survey was \$19,750. Twelve leaks of various sizes were identified from the survey – one water main leak, three service line leaks and eight hydrant leaks. The cost over one year from those leaks would equal \$25,550 which justifies the expense of having the survey done. Fortunately, no catastrophic water leaks were found this year.

Bourne corroborated that RMU has only discovered underground leaks when individuals around town report seeing water draining in a creek during a period of drought. Even though we promptly track down and make repairs, a water leak could potentially be flowing underground for a long period of time before the water makes it way to the surface. Conducting the Leak Detection Survey is an additional safeguard for uncovering leaks we otherwise may not have known existed. Bourne pointed out that finding only one water main leak from the survey is a testament to RMU's work during the last thirty years replacing the old water mains around Rolla.

D. **GENERAL MANAGER'S REPORT** (none)

V. **UNFINISHED BUSINESS** (none)

VI. **NEW BUSINESS**

A. **RFB #26-102 Electric Materials** (presented by Lonning)

Lonning presented the bid tabulations for electric materials for current and upcoming projects and includes underground residential distribution wire and 25,000' of overhead distribution wire. Of the four bids received, staff recommend approval of the lowest bid from Arkansas Electric. Stone made a motion, seconded by Polizzi, to approve the bid of \$219,555.11 for electric materials from Arkansas Electric. Motion passed unanimously.

B. **RFB #26-103 Hartmann Switchgear Maintenance** (presented by Davis)

Davis explained the configuration of RMU's electric service to Hartmann North America. RMU staff have identified a maintenance and upgrade effort for this switchgear that includes upgrading the control system and maintenance to the system. The control system upgrades will have to be compatible with the existing system and be completed by the manufacturer; therefore, RMU staff obtained a quote from the manufacturer for the proposed work. This would be a sole source procurement.

RMU staff has started coordinating with the customer to identify a timeframe when electric service can be interrupted for up to 3 days. The customer is also contemplating additional work that will require electric service to be disconnected for up to five days. With the lead time for the parts for the proposed work being 20 to 24 weeks after placing the order, the expected timeframe for all work to be completed is during summer 2026. RMU staff recommends the approval of the sole source proposal from S&C Electric Company for \$27,353.00 to perform the upgrades and maintenance work. Pollzzi made a motion, seconded by Stone, to approve the sole source procurement in the amount of \$27,353.00 for materials and maintenance service from Fletcher-Reinhardt Company. Motion passed unanimously.

C. **General Rules & Regulations** (presented by Grunloh)

Grunloh presented the updated version of RMU's General Rules and Regulations for approval and discussed the changes to be made. A copy of the Rules & Regulations with red-lined revisions was included in Board packets. The most significant change includes an update to the Hot and Cold weather rules to align with the Public Service Commission regulations. Under the new provisions, utilities must reference a 72-hour weather forecast before proceeding with any service disconnections to confirm temperatures will remain above 32 degrees in winter or will not rise above ninety-five degrees in summer. Showalter made a motion, seconded by Stone, to approve the changes to the General Rules and Regulations as presented. Motion passed unanimously.

D. **EP02 Change Order** (presented by Davis)

Davis noted that the Board had previously approved an additional \$5700 of work revising the cost to \$90,300. Davis presented the Change Order request pertaining to the EP02 generator repairs. Davis outlined the changes and additional work which totals \$30,664. Within the total includes a \$10,024 increased revision to Fabick's quote for two additional radiators needed to complete the project. After the four undamaged aftercoolers were inspected by Afton Radiator, they determined that due to age and calcium buildup, the aftercoolers should be replaced. Additionally, they recommend sandblasting and painting the manifolds and other metal parts associated with the aftercooler assembly. All work included in the proposal from CSE would be an additional \$30,664, bringing the total repair cost of the generator to \$120,964. Bourne mentioned that we filed a claim with RMU's insurance company, MIRMA, for the generator damage when it occurred. The additional expense will also be submitted to MIRMA to include with our claim. Following discussion, Polizzi made a motion, seconded by Stone, to approve the additional cost of \$30,664 as outlined within the change order. Motion passed unanimously. Barrack abstained from voting.

E. **Service Center Retaining Wall** (presented by Bourne)

Bourne presented the only bid received for the retaining wall project at the Service Department. The bid was submitted by Build-Tec Construction with a base price for materials & installation of \$503,636 plus Performance Bond of \$8,814 for a total of \$512,450 with an estimated 90-day construction time frame. As requested, Build-Tec provided a breakdown of their total cost which was analyzed. Because it was the only bid provided, items such as concrete quantities, cost of concrete, and labor costs were evaluated. Overall, the bid aligns with estimates and staff recommend approval. Showalter made a motion, seconded by Polizzi, to award the Service Department retaining wall project to Build-Tec Construction in the amount of \$512,450 Motion approved unanimously.

F. **Service Center Expansion** (presented by Bourne)

Bourne commented that a total of four companies submitted proposals for the Service Center Building Expansion and those bids were opened at 2:00 p.m. on November 6, 2025. Bourne introduced Roy Mangan who is the architect and Principal Project Manager with the design firm Archimages for the renovations to the Service Department. Mangan explained that of the four bids, the two lowest bids were the primary focus. A recommendation letter from Mangan which gave comparisons of the two general contractors was discussed. Mangan highlighted the references for other construction projects completed by each contractor. Bourne discussed findings during the interviews that were held with each general contractor. Mangan answered questions brought forth by the Board. Stone made a motion, seconded by Showalter, to postpone voting to award a contract for construction for a period of two weeks in order to obtain additional references and receive clarification on questions raised by the Board. Motion approved unanimously.

Toni Cahill requested the opportunity to resolve the questions brought forth by the Board. An additional meeting with the two lowest bidding contractors will be scheduled to address the inquiries presented.

VII. **CLOSED SESSION** (none)

VIII. **ADJOURNMENT**

With no further business to discuss, Polizzi made a motion, seconded by Showalter, to adjourn. Motion passed unanimously. The meeting adjourned at 3:40 p.m.

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Nicholas Barrack, President

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Joseph Polizzi, Secretary

The Board's next meeting is scheduled for Tuesday, December 30, 2025 at 4:30 p.m.

**SPECIAL SESSION – December 11, 2025**

~ Meeting was held in the Conference Room at RMU's Business Office at 4:30 p.m. ~

The meeting was called to order at 4:32 p.m. by Rolla Board of Public Works (RBPW or Board) President, Nick Barrack, presiding. The following were present:

- Board members: President, Nick Barrack
- Vice President, Dr. Wm. E. Showalter
- Secretary, Joe Polizzi
- Vice Secretary, Fred L. Stone (via Teams)
- RMU Staff: General Manager, Rodney P. Bourne, P.E.
- Finance Manager, Gwen Cresswell (Open Session only)
- Business Manager, Jason Grunloh (Open Session only)
- Engineering Manager, Chad Davis, P.E. (Open Session only)
- Electric Superintendent, Eric Lonning (Open Session only)
- Water Superintendent, Jason Bell (Open Session only)
- Guests: Meredith Hauck, Everstrive Solutions
- Nick Cahill, Project Manager-Cahills Construction (Open Session only)
- Caleb Kretzinger, VP of Operations-Cahills Construction (Open Session only)

Minutes submitted, according to Agenda, by RMU's Administrative Assistant, Megan Saylor.

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**I. OPEN SESSION**

**A. SERVICE CENTER BUILDING EXPANSION**

Bourne explained that following the December 2<sup>nd</sup> Board meeting, Barrack, Cresswell, and Bourne met with Cahills Construction to address the concerns raised. To summarize, Trigent will serve as the prime contractor, responsible for holding and paying all subcontractors, while Cahills will act as a subcontractor to Trigent. Cahills provided an updated reference project list and a current backlog of work, both of which have been reviewed. Additionally, the Bennett Springs renovation project was discussed and Cahills resolved questions presented by the Board. Cahills have reviewed their bid and are confident that no financial elements have been overlooked with the assurance that RMU's renovation project is a priority and will be completed on schedule and within budget.

The Board discussed whether having a part-time construction manager to oversee RMU's interests would be a prudent investment. While ArchImages will conduct Owner/Contractor meetings, their scope does not cover the detailed inspections needed. Since RMU already requires a materials testing specialist, the role could be expanded to include field construction review for compliance with specifications and drawings. This can minimize change orders and avoid cost overruns and/or schedule delays during the construction project.

After review, Trigent's bid offers substantial initial savings and leverages a local contractor. Staff recommends moving forward with Trigent Solutions, contingent upon minimizing owner-initiated change orders and engaging a field engineering services firm to provide construction management support for RMU.

Following a brief discussion, Polizzi made a motion, seconded by Showalter, to award the Service Department renovation project contract in the amount of \$6,077,700.00 to Trigent Solutions contingent upon minimizing owner-initiated change orders and engaging a field engineering services firm to provide construction management support for RMU. Motion passed unanimously.

**B. GENERAL MANAGER TRAVEL**

Bourne informed the Board he has two upcoming trips out of state. In late February, he will be attending the APPA Legislative Rally in Washington, D.C. and attending the APPA DEED meeting in Huntsville, Alabama in early April.

Polizzi made a motion, seconded by Showalter, that the Board proceed to Closed Session to discuss Personnel under RSMo (Supp. 1997) Section 610.021 (3). Roll call vote was taken 4:38 p.m. Votes: Showalter, yes; Stone, yes; Polizzi, yes; Barrack, yes

II. CLOSED SESSION

A. Personnel under RSMo Section 610.021(3)

Showalter made a motion, seconded by Polizzi, that the meeting return to Regular Session. Roll call vote was taken at 5:15 p.m. Votes: Showalter, yes; Stone, yes; Polizzi, yes; Barrack, yes.

Bourne announced the Board discussed personnel matters in closed session with action taken.

VIII. ADJOURNMENT

With no further business to discuss, Stone made a motion, seconded by Showalter, to adjourn. Motion passed unanimously. The meeting adjourned at 5:16 p.m.

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*Nicholas Barrack, President*

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*Joseph Polizzi, Secretary*

The Board's next meeting is scheduled for Tuesday, December 30, 2025 at 4:30 p.m.

**REGULAR SESSION – December 30, 2025**

~ Meeting was held in the Board Room at RMU's Tucker Professional Center at 4:30 p.m. ~

The meeting was called to order at 4:33 p.m. by Rolla Board of Public Works (RBPW or Board) President, Nick Barrack, presiding. The following were present:

- Board members: President, Nick Barrack  
Vice President, Dr. Wm. E. Showalter  
Secretary, Joe Polizzi  
Vice Secretary, Fred L. Stone
- RMU Staff: General Manager, Rodney P. Bourne, P.E.  
Finance Manager, Gwen Cresswell  
Business Manager, Jason Grunloh  
Engineering Manager, Chad Davis  
Electric Superintendent, Eric Lonning  
Water Superintendent, Jason Bell
- Guests: Kelly Beets, Sr. Loss Control Consultant – MIRMA

Minutes submitted, according to Agenda, by RMU's Administrative Assistant, Megan Saylor.

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**I. APPROVAL OF MINUTES**

Showalter made a motion, seconded by Stone, that the minutes of the Regular Session December 2, 2025 Board meeting and the minutes of the Open Session of the December 11, 2025 special meeting be approved as presented. Motion passed unanimously.

**II. CITIZEN COMMUNICATION (none)**

**III. SPECIAL PRESENTATION**

**A. MIRMA – Risk Management Grant & 100% Loss Prevention Score**

Bourne introduced Kelly Beets, MIRMA's Senior Loss Control Consultant. Beets explained that through the years of working with cities and utilities, MIRMA has identified areas with greater potential for loss, and set up a Risk Assessment Grant Program to address those areas. The grant helps offset the cost of safety equipment with the expectation of preventing potential claims. RMU applied for grant funds to help pay for several safety items. The first item was for vehicle beacon lights for increased visibility. MIRMA covered a portion of the cost of the lights and installation for \$400.00. Grant funds of \$430.76 were received for an aerial bucket rescue system. A valve exerciser for the Water Department which was purchased to aide in the state-mandated inspection of water valves within RMU's system. MIRMA awarded the maximum amount of \$7500 to help offset the purchase. The Water Department purchased air quality monitoring equipment which was also submitted for grant funding. MIRMA reimbursed 75% of the cost of the air monitors with grant funds of \$1349.54. Beets presented RMU with a grant certificate in the amount of \$9,680.30. Beets thanked RMU for participating in the program and reiterated that if these items only prevent one workplace injury, the expense is more than justified.

Beets noted that RMU has achieved 23 consecutive years of receiving a perfect Loss Prevention Score. Bourne reiterated the difficulty of maintaining a perfect score as MIRMA increases the requirements annually. Bourne recognized RMU management and staff working together to complete safety inspections, have monthly safety meetings, and put in the hard work necessary to achieve a perfect safety score. Bourne pointed out the Beets would be returning to RMU in the next week to conduct the Loss Prevention audit for 2025.

**IV. STAFF REPORTS**

**A. FINANCE MANAGER'S REPORT (presented by Cresswell)**

1. The Board received the Statement of Income & Expenses reports for November 2025 (FY26). Cresswell reviewed the reports:
  - Operating income for November (FY26) was \$2,933,000 and a year-to-date total of \$5,858,000 which is an increase of approximately \$367,000 compared to the same period last year.

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- Purchased power expenses totaled just over \$2,200,000 for November bring year-to-date purchased power costs to \$4,166,000. This reflects an increase of over \$425,000 compared to last November.
  - Total operating expenses for November were \$3,086,410, which include purchased power expenses. Year-to-date operating expenses total \$6,051,000, which is an increase of \$396,000 compared to last November. The increase stems from higher purchased power costs.
  - November ended with an Operating Loss of \$153,000 for the month, and a year-to-date operating loss of \$193,000. The Electric department has an operating loss of \$413,000, while the Water department shows an operating gain of \$181,000. Power Production shows an operating gain of \$47,000.
  - Other income and expenses totaled \$377,000 in November which includes \$253,000 in ARPA grant funds for the Nagogami Pressure Zone project. After accounting for these items, November had a net gain of \$223,646. RMU has a year-to-date net gain of \$347,000 compared to \$8,400 at this time last year.
2. Cresswell presented RMU's Financial Statement, Statistics Report and the Disbursement Summary (November 2025) for Board approval.

Polizzi made a motion, seconded by Showalter, that the statistics and financial statement be approved as presented and forwarded to the City of Rolla. Motion passed unanimously.

3. Other Financial Updates

Cresswell reported that miscommunication within the Service Department led to the purchase of electric junction cabinets totaling \$5,358.00 without obtaining competitive bids. RMU's purchasing policy requires competitive bids for any purchase exceeding \$5,000. After reviewing the transaction, we believe the price paid was fair; however, the deviation from policy must be reported to the Board. The situation has been discussed internally to avoid a similar situation in the future.

Cresswell reported on the emergency purchase of replacement oil approved by the General Manager in accordance with RMU's purchasing policy. Cresswell recalled the February 2025 Board meeting when the Board approved a purchase to drain and replace the four low-voltage bushings on the Alfermann Transformer T1. Cresswell explained that Southwest Electric has recently been on site to complete the work and when the oil was removed, it became clear the oil needed to be replaced. Oil samples were collected for analysis, and an internal visual inspection by the vendor indicated possible core delamination. Additional evaluation of both the oil and the transformer's condition will be conducted. In the meantime, the unit has been returned to service.

**B. BUSINESS MANAGER'S REPORT** *(presented by Grunloh)*

1. Peak Alerts

Grunloh discussed the winter Peak Alert season. RMU is working closely with MPUA to ensure a coordinated, statewide approach to issuing Peak Alerts rather than relying solely on local weather conditions. Grunloh clarified that Peak Alerts do *not* indicate a shortage of power. Instead, they are a proactive measure designed to help RMU manage and control future power costs as effectively as possible.

2. Cold Weather Policy

Grunloh reported that the Cold Weather Rule has already had a significant impact on our daily operations. In some cases, billing cycles have extended by nearly a month due to restrictions on disconnections. We anticipate these challenges will intensify as we move into January and February. While the resulting loss of revenue is a concern for the utility, the greater concern is for customers. When accounts fall multiple months behind, it becomes increasingly difficult for customers to secure enough assistance to bring their balances current. To address this, RMU is actively reaching out to customers and working to identify solutions that can help prevent accounts from becoming unmanageable.

**C. ENGINEERING MANAGER'S REPORT** *(presented by Davis)*

1. Update on RMU projects

Davis highlighted current work projects found in the Operations Report which include:

- Completed work for the new Phelps Health Emergency Department – Reconfiguration of electric and fiber systems. Additionally, a new water main was installed.
- Service Center Renovation Project: Staff is currently moving out of the existing facility into the temporary quarters on 18<sup>th</sup> Street. Working on fiber/communications to maintain monitoring of substations & wells.
- Water crews continue work to install new water main on the north side of Hwy 72

A complete list with details of all electric, fiber and water projects was included in the Board packet.

#### D. GENERAL MANAGER'S REPORT

(presented by Bourne)

##### 1. MPUA/MoPEP Update

- The combustion turbines for the Marshall, MO project were recently delivered. One of the units hit a bridge during shipment but did not appear to be heavily damaged and will undergo further inspection and investigation. The manufacturer has responsibility for shipment until received at the site, so the liability for equipment damage remains with the manufacturer.
- Winter Outlook - Both SPP and MISO reported that they had sufficient capacity for the winter season. Weather forecasts are indicating near-normal conditions for our region with the chance of isolated cold blasts. According to the North American Electric Reliability Corporation's (NERC) Winter Reliability Assessment, MISO and SPP regions are expected to have normal risk for the 2025-2026 season. The SERC-Central region, which includes AECI, is at an elevated risk due to declining resource capacity year over year. Also of note, the report highlights that single-fuel natural gas-fired generation makes up about 38% of MISO's total winter resource mix, and 32% of SPP's. This helps quantify the risk associated with natural gas deliverability issues and is a driver for why MJMEUC's new gas resources are dual fueled.
- The Energy Information Administration's (EIA) November Short-Term Energy Outlook (STEO) is forecasting average 2026 natural gas prices about 16% higher than 2025. This is attributed mainly to a rise in liquefied natural gas exports.
- "Affordability" is one of the recent buzz words in stakeholder meetings at SPP, MISO, FERC, and just about anywhere the future of our industry is being discussed. From a national standpoint, Goldman Sachs expects electric bill inflation to remain at historic levels through 2029. Growing demand is a major driver of the increased capital expenditures in power supply and grid enhancements, as well as the general increase in costs associated with building.
- Plum Point had a generator inspection during their fall outage which revealed a crack in the rotor winding requiring a full rotor rewind. This is a 70+ day delay in bringing the unit back on-line.
- Over 1,300 bills have been pre-filed for the upcoming legislative session. As of the December meeting, MPUA is tracking bills of interest to the Missouri municipal utilities. It's not clear yet if the MO Senate will still have some lingering disarray from last year's session. Several bills I would classify as "support nuclear power," competing efforts to reform net-metering (restrict and enhance), a bill restricting drone use over critical infrastructure, and a bill to create provisions for electrical choice and competition.

#### V. UNFINISHED BUSINESS (none)

#### VI. NEW BUSINESS

##### A. RFB #26-104 Truck #5 (presented by Bell)

Bell presented the bid tabulations for a truck replacement for the Water Department. The new work truck will be replacing a 2015 Chevrolet 3500 work truck which will be traded-in for the newer vehicle. The truck is budgeted in the FY2026 budget for \$80,000. Staff recommend approval of the lowest bid from Ed Morse for a 2026 Chevrolet Silverado 3500HD in the amount of \$67,493 after trade-in. **Stone made a motion, seconded by Showalter, to approve the bid of \$67,493 for a 2026 Chevrolet Silverado 3500 from Ed Morse dealership. Motion passed unanimously.**

##### B. Personnel Policy 8.06 – Personal Protective Equipment (PPE) (presented by Cresswell)

Cresswell explained that although we follow the APPA Safety Manual guidelines, MIRMA wants a policy added to RMU's Personnel Policies. Cresswell presented the policy to be added which is a brief statement reading, "Each supervisor is responsible for training their employees in safety policies concerning personal protective equipment (PPE). Employees will review the PPE sections of the APPA Safety Manual. All utility personnel shall follow the policies/procedures/rules of the APPA Safety manual during operations. **Showalter made a motion, seconded by Polizzi, to approve the addition of Personnel Policy 8.06 for Personal Protective Equipment as presented. Motion passed unanimously.**

**Polizzi made a motion, seconded by Showalter, that the Board proceed to Closed Session to discuss Personnel under RSMo (Supp. 1997) Section 610.021(3). Roll call vote was taken at 5:05 p.m. Votes: Showalter, yes; Stone, yes; Polizzi, yes; Barrack, yes.**

VII. CLOSED SESSION

A. Personnel under RSMO Section 610.021(3)

Polizzi made a motion, seconded by Showalter, that the meeting return to Regular Session. Roll call vote was taken at 5:30 p.m. Votes: Showalter, yes; Stone, yes; Polizzi, yes; Barrack, yes.

Bourne announced the Board discussed personnel matters in closed session with action taken.

VIII. ADJOURNMENT

With no further business to discuss, Polizzi made a motion, seconded by Stone, to adjourn. Motion passed unanimously. The meeting adjourned at 5:31 p.m.

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*Nicholas Barrack, President*

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*Joseph Polizzi, Secretary*

The Board's next meeting is scheduled for Tuesday, January 27, 2026 at 4:30 p.m.



**FINANCIAL STATEMENT  
DECEMBER 2025**

**RECEIPTS:**

Electric, Water, Tax, Sewer and Refuse Charge	
Accounts Receivable - Miscellaneous	
Customer's Deposits - Refundable	
Misc Non-Operating Revenue	
<b>Total Receipts</b>	<u>\$4,763,885.45</u>

FSCB General Fund Account Interest (November 30, 2025)	\$3.82	
FSCB Electronic Payment Account Interest (November 30, 2025)	\$104.15	
PCB General Fund Account Interest (November 30, 2025)	\$7,309.66	
PCB Electronic Payment Account Interest (November 30, 2025)	\$1,570.98	
PCB ICS Sweep Account Interest (November 30, 2025)	\$68,233.99	
Public Utility Cash In Bank (November 30, 2025)	<u>\$26,370,183.08</u>	
<b>Total Receipts and Cash In Bank</b>		<u><u>\$31,211,291.13</u></u>

**DISBURSEMENTS:**

Power Purchased	\$2,173,466.26
Operating Expenses	\$298,449.06
Administrative and General Expenses	\$242,448.19
Payroll	\$240,709.76
Capital Expenditures	\$81,395.37
Construction in Progress	\$97,200.42
Stock Purchases (Inventory)	\$131,623.97
Balance of Customer's Deposits after Finals	\$11,895.86
Medical, Dental, Vision and Life Insurance Paid by Employees	\$17,594.01
Support Payments	\$1,328.28
457 Plan RMU/Employee Contributions	\$19,644.29
Flexible Spending Account Contributions	\$1,591.66
U.S. Withholding Tax	\$33,171.41
Missouri Dept. of Revenue (Sales Tax)	\$45,712.27
Missouri Dept. of Revenue (Income Tax)	\$11,525.00
Phelps County Bank (Social Security #240)	\$46,861.24
Sewer Service Charge	\$524,167.58
Refuse Service Charge	\$251,141.91
PILOT to City of Rolla	\$146,174.54
City Right-of-Way Manager	\$0.00
Utility Incentives	\$0.00
Unclaimed Deposits to State	\$0.00
Primacy Fees	\$0.00
Working Fund Voids	-\$211.76
Check # Voided & Re-Issued	<u>\$0.00</u>
	<u>\$4,375,889.32</u>

Cash in Bank (December 31, 2025)	<u>\$26,835,401.81</u>	
<b>Total Disbursements and Cash In Bank</b>		<u><u>\$31,211,291.13</u></u>

**BALANCE OF OTHER FUNDS:**

<b>TOTAL PUBLIC UTILITY ACCOUNTS BALANCES:</b>	\$2,804,115.81
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**ELECTRIC RESERVES:**

Money Market Account	\$9,214,249.99	Partially Funded
Rate Stabilization Fund	<u>\$1,620,000.00</u>	Partially Funded
<b>Total Electric Reserves</b>	\$10,834,249.99	

**RESTRICTED ELECTRIC RESERVES:**

Money Market Account	<u>\$12,298,771.20</u>	FY21 Funded
<b>Total Electric Reserves</b>	\$12,298,771.20	

**WATER RESERVES:**

Money Market Account	\$216,965.81	Partially Funded
Rate Stabilization Fund	<u>\$681,299.00</u>	Partially Funded
<b>Total Water Reserves</b>	\$898,264.81	

<b>TOTAL RESERVES:</b>	<u>\$24,031,286.00</u>
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<b>TOTAL PUBLIC UTILITY ACCOUNTS AND RESERVES:</b>	<u><u>\$26,835,401.81</u></u>
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* Benchmark:	
Electric Reserves:	\$12,262,763.00
Electric Rate Stabilization:	\$3,065,691.00
Water Reserves:	\$3,197,434.00
Water Rate Stabilization:	<u>\$799,359.00</u>
	<u>\$19,325,247.00</u>



STATISTICS

DECEMBER 2025

PRODUCTION

Date of Demand	12/14/2025
Time of Demand	8:00 AM
Billing Demand	66.0 MW
kWh Purchased	31,767,900
Total Cost	\$2,003,278.71
Cost per kWh	\$0.063060
Load Factor	64.70%

Pumped #2 Well	1,691,000
Pumped #3 Well	3,357,000
Pumped #4 Well	1,958,000
Pumped #5 Well	2,886,000
Pumped #6 Well	3,519,000
Pumped #7 Well	754,000
Pumped #8 Well	1,251,000
Pumped #9 Well	3,002,000
Pumped #10 Well	1,274,000
Pumped #11 Well	5,616,000
Pumped #12 Well	2,564,000
Pumped #13 Well	4,905,000
Pumped #14 Well	6,704,000
Pumped #15 Well	3,502,000
Pumped #16 Well	4,217,000
Pumped #17 Well	4,138,000
Pumped # 1 Ind Park Well	4,104,000
Pumped # 2 Ind Park Well	1,830,000
Pumped # 3 Ind Park Well	6,358,000
Total Gallons	63,630,000

METERS IN SERVICE	Electric	Water
Residential - Single Phase	8,162	6,488
Residential - Three Phase	24	20
Commercial - Single Phase	928	487
Commercial - Three Phase	489	307
Power Service	87	78
Industrial	7	2
Area Lighting	15	0
Street Lighting	24	0
Missouri S&T	0	9
PWSD #2	0	652
Total	9,736	8,043

ELECTRIC SALES

Residential - Single Phase kWh	8,379,981
Residential - Three Phase kWh	122,543
Commercial - Single Phase kWh	1,153,356
Commercial - Three Phase kWh	2,833,612
Power Service kWh	5,655,650
Industrial kWh	5,867,990
Area Lighting kWh	7,547
Street Lighting kWh	29,650
Rental Lights kWh	68,928
Total kWh Sold	24,119,257
Demand kW	27,515
Revenue	\$2,444,600.42
Monthly Loss	24.08%
Fiscal Year to Date Loss	9.28%

WATER SALES

Residential - Single Phase Gallons	22,649,000
Residential - Three Phase Gallons	384,000
Commercial - Single Phase Gallons	6,335,000
Commercial - Three Phase Gallons	4,469,000
Power Service Gallons	9,079,000
Industrial Gallons	4,222,000
Missouri S&T Gallons	1,876,000
PWSD #2 Gallons	1,501,000
Total Gallons Sold	50,515,000
Revenue	\$335,438.45
Pumping Cost, Electric	\$40,198.55
Monthly Unidentified Loss	16.13%
Fiscal Year to Date Unidentified Loss	12.19%

PILOT	\$142,291.49
Sewer Service Charge	\$408,698.19
Refuse Service Charge	\$251,061.16

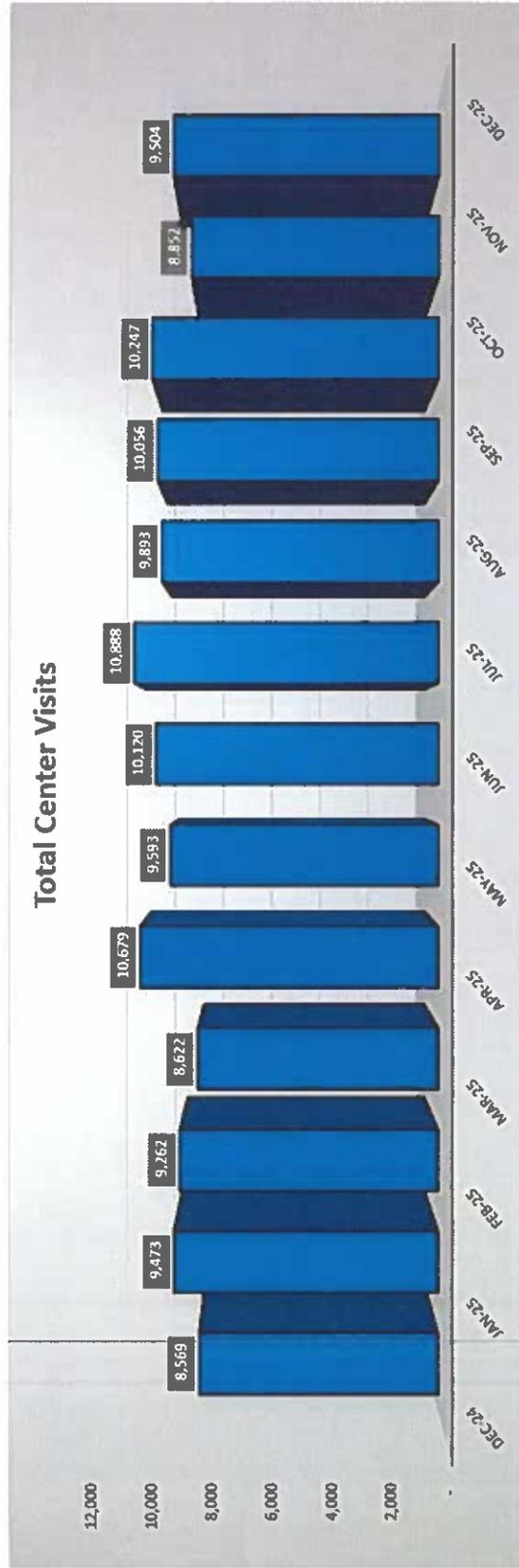
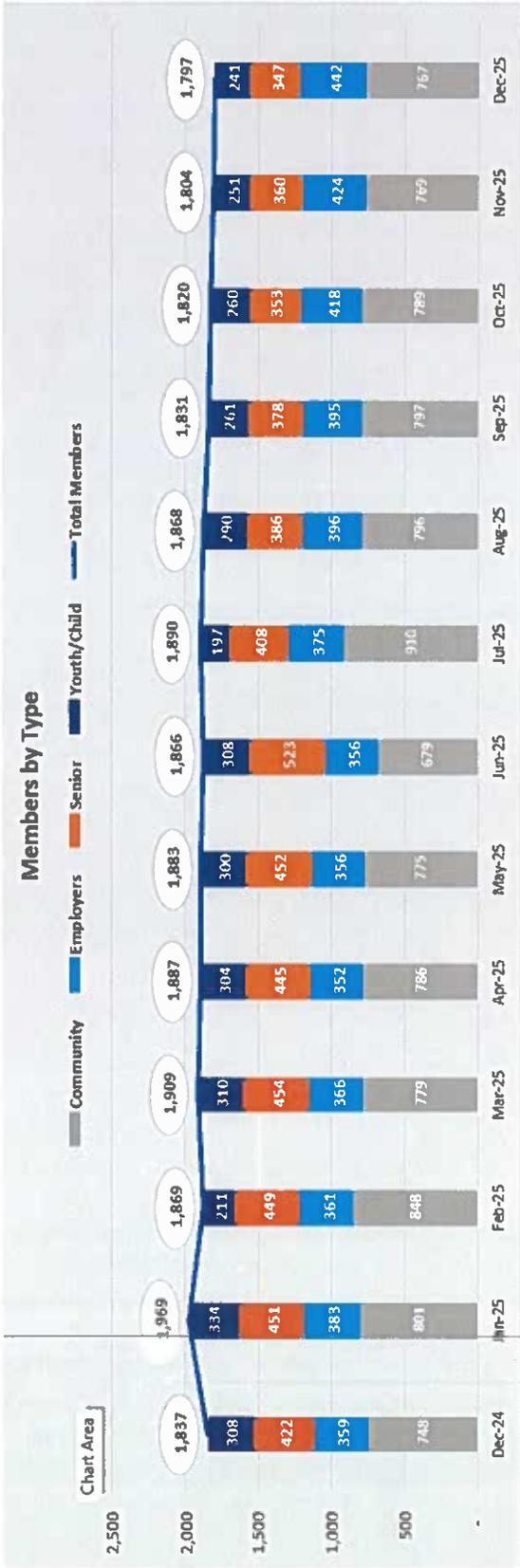
Gross Payroll	\$343,302.71
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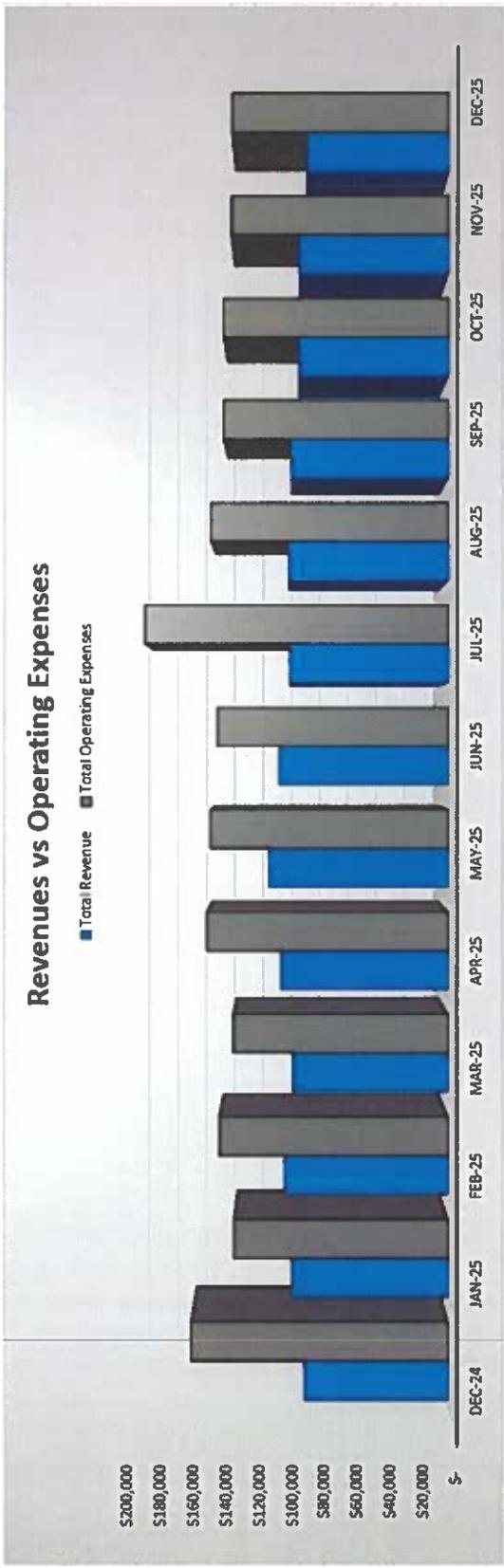
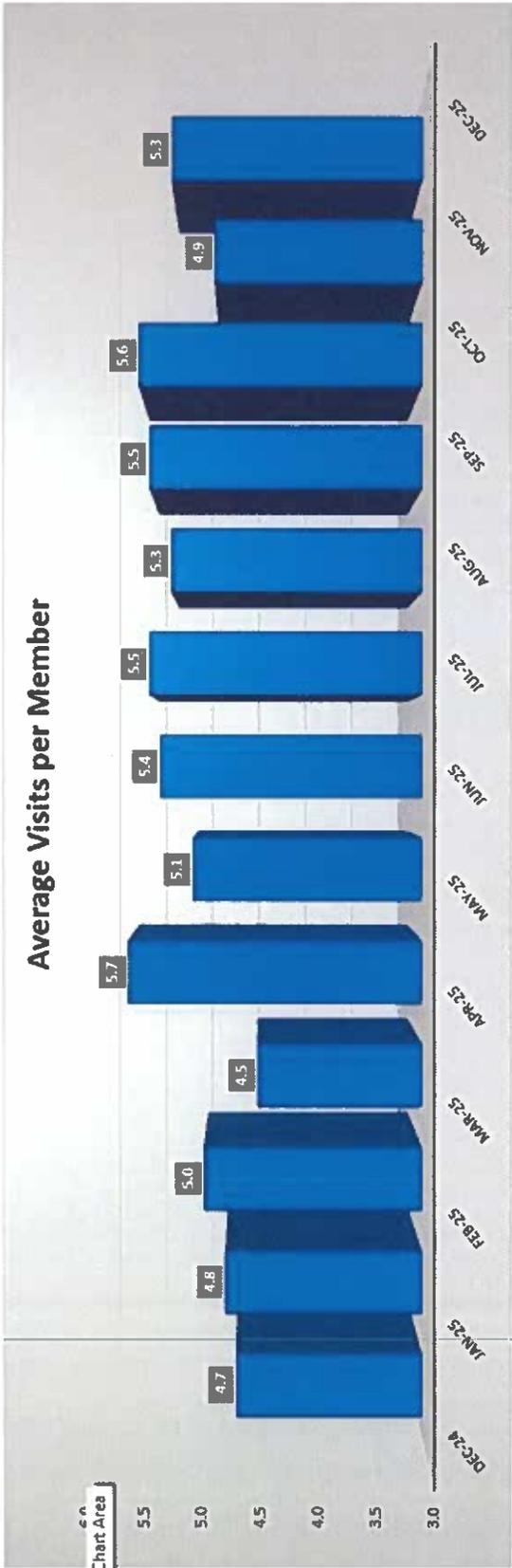
\*\* Loss includes 2,853,000 gallons per water main flushing records.

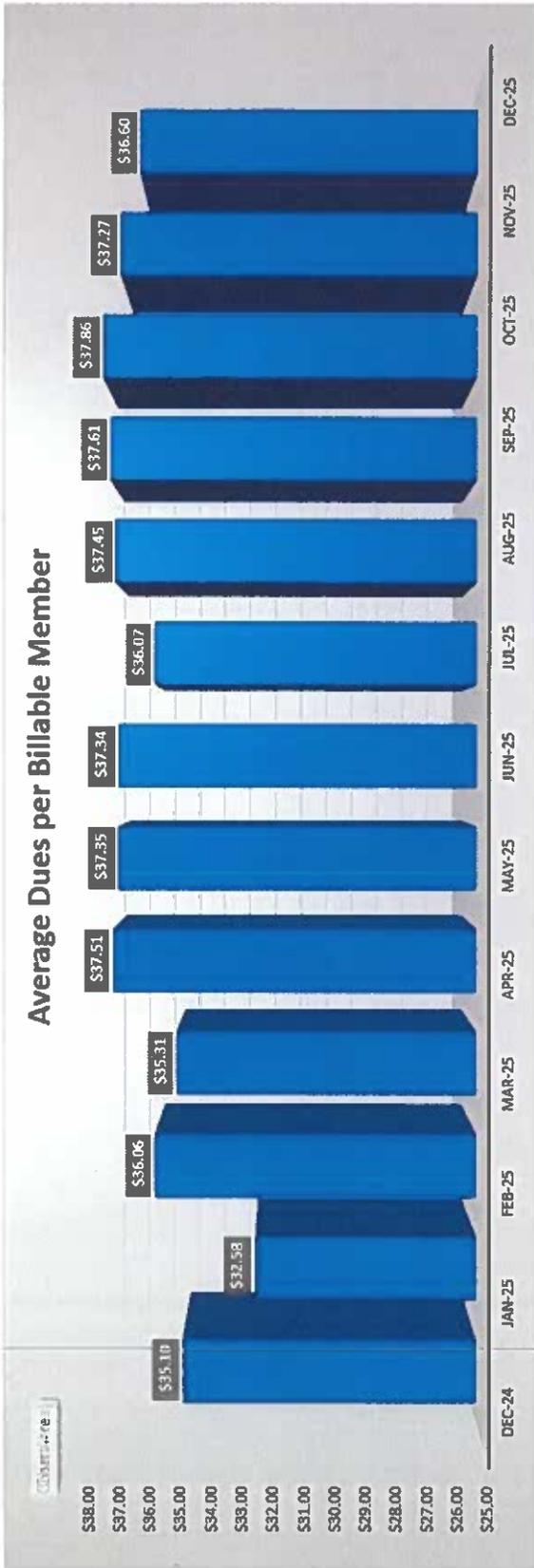
\*\*\* FY loss includes 10,779,900 gallons per water main flushing records.

**The Centre Rolla's Health & Recreation Complex**  
**Income Statement**  
**For the 3 Months Ending**  
**December 31, 2025**

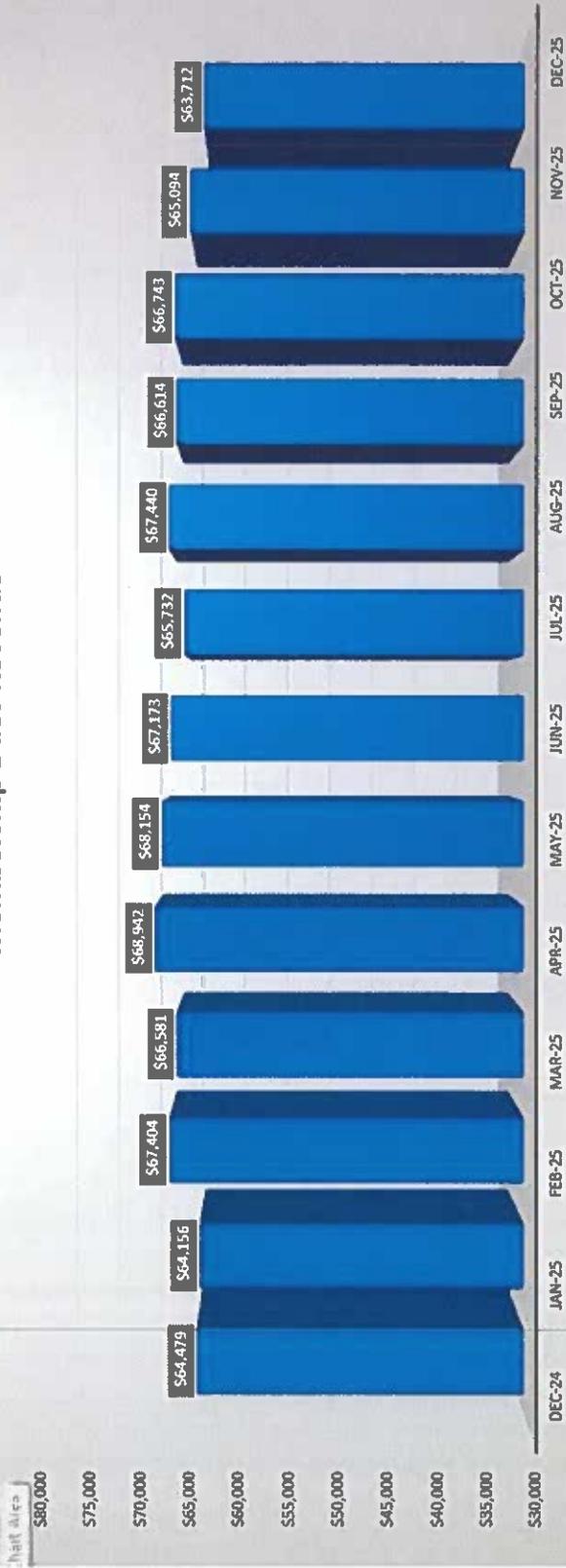
	<u>Period To Date</u>	<u>PTD Budget</u>	<u>Variance</u>	<u>Last Year</u>	<u>Year To Date</u>	<u>YTD Budget</u>	<u>Variance</u>	<u>Last Year</u>
<b>Members:</b>								
New	64	79	-19%	72	205	279	-27%	256
Net New & Reactivated Bridge/Freezes	(5)	(12)	-58%	(12)	(37)	(12)	208%	(12)
Cancelled	66	116	43%	96	202	241	16%	291
Net	(7)	(49)	86%	(36)	(34)	26	-231%	(47)
<b>Total Members</b>	<b>1,797</b>	<b>1,856</b>	<b>-3%</b>	<b>1,837</b>	<b>1,797</b>	<b>1,856</b>	<b>-3%</b>	<b>1,837</b>
<b>Revenues</b>								
<b>Rental &amp; Other</b>								
Conference Room & Other Rental	\$460	\$500	(\$40)	\$60	\$1,480	\$1,500	(\$20)	\$860
	460	500	(40)	60	1,480	1,500	(20)	860
<b>Member Services:</b>								
Membership Dues	63,712	68,692	(4,980)	64,479	195,202	208,251	(13,049)	193,891
Guest Fees	6,395	8,000	(1,605)	6,324	15,005	24,000	(8,995)	15,582
Locker Rent	100	75	25	50	300	225	75	220
	70,206	76,767	(6,561)	70,853	210,507	232,476	(21,969)	209,692
<b>Fitness:</b>								
Enrollment Fees/Health Assessments	600	1,987	(1,387)	1,240	2,475	6,984	(4,509)	4,408
Special Programs	120	100	20	120	390	300	90	270
	720	2,087	(1,367)	1,360	2,865	7,284	(4,419)	4,678
<b>Ancillary:</b>								
Swim Programs	3,183	11,000	(7,817)	2,836	10,756	33,000	(22,244)	10,759
General Medical Integration	545	990	(445)	336	2,132	2,970	(838)	1,872
Recreation	3,360	6,000	(2,640)	5,661	12,675	18,000	(5,325)	19,400
Café	861	1,250	(389)	993	2,666	3,750	(1,085)	3,104
Pro Shop	10	400	(390)	400	12	1,200	(1,188)	1,084
Personal Training	8,114	7,395	719	6,924	29,587	21,853	7,734	23,286
Children's Area	2,082	3,000	(918)	1,838	6,399	9,000	(2,601)	5,724
	18,155	30,035	(11,880)	18,988	64,226	89,773	(25,547)	65,229
<b>Total Revenue</b>	<b>89,541</b>	<b>109,389</b>	<b>(19,848)</b>	<b>91,261</b>	<b>279,078</b>	<b>331,033</b>	<b>(51,955)</b>	<b>280,459</b>
<b>Expenses</b>								
Salaries & Burden	96,247	104,816	8,569	91,869	295,333	314,248	18,915	285,603
Other Employee Expenses	1,412	700	(712)	1,051	2,404	2,100	(304)	3,561
General Supplies & Services	249	642	393	331	601	1,926	1,325	845
Environmental Supplies	4,507	1,500	(3,007)	6,428	9,653	4,500	(5,153)	8,285
Cost of Goods Sold	587	905	318	808	1,711	2,715	1,004	2,489
Minor Equipment	0	317	317	772	93	951	858	812
Repairs & Maintenance	1,256	3,100	1,844	31,245	6,241	9,300	3,059	53,617
Service Contracts & Licenses	9,151	10,759	1,608	11,796	28,152	32,277	4,125	29,437
Marketing & Collateral	3,439	7,100	3,661	3,727	15,684	21,300	5,616	20,209
Utilities	17,216	16,539	(677)	11,770	48,656	49,617	961	53,815
Bank Fees & Miscellaneous	4,454	4,778	324	3,673	13,033	14,334	1,301	12,208
Other Taxes & Fees	0	450	450	250	0	1,350	1,350	750
<b>Total Expenses</b>	<b>138,519</b>	<b>151,606</b>	<b>13,087</b>	<b>163,718</b>	<b>421,560</b>	<b>454,618</b>	<b>33,058</b>	<b>471,631</b>
<b>Net Operating Income</b>	<b>(48,978)</b>	<b>(42,217)</b>	<b>(6,761)</b>	<b>(72,458)</b>	<b>(142,483)</b>	<b>(123,585)</b>	<b>(18,898)</b>	<b>(191,173)</b>
Management Fees	10,000	10,000	0	8,000	30,000	30,000	0	26,000
<b>Net Income (Loss)</b>	<b>(\$58,978)</b>	<b>(\$52,217)</b>	<b>(\$6,761)</b>	<b>(\$80,458)</b>	<b>(\$172,483)</b>	<b>(\$153,585)</b>	<b>(\$18,898)</b>	<b>(\$217,173)</b>
<b>Ancillary Services Net Income (Loss)</b>								
Swim Programs (Net)	(\$414)	\$5,170	(\$5,584)	(\$190)	(\$337)	\$15,510	(\$15,847)	(\$12)
Recreation (Net)	\$1,249	\$3,400	(\$2,151)	\$3,542	\$6,027	\$10,200	(\$4,173)	\$13,190
Café (Net)	\$281	\$625	(\$344)	\$398	\$952	\$1,875	(\$923)	\$1,211
Pro Shop (Net)	\$3	\$120	(\$117)	\$187	\$14	\$360	(\$346)	\$487
Personal Training (Net)	\$1,538	\$2,958	(\$1,420)	\$2,501	\$9,549	\$8,742	\$807	\$7,112
Children's Area (Net)	(\$841)	(\$202)	(\$639)	(\$1,969)	(\$2,213)	(\$606)	(\$1,607)	(\$6,175)
<b>Total Ancillary Services Net Income (Loss)</b>	<b>\$1,815</b>	<b>\$12,071</b>	<b>(\$10,256)</b>	<b>\$4,469</b>	<b>\$13,993</b>	<b>\$36,081</b>	<b>(\$22,088)</b>	<b>\$15,813</b>

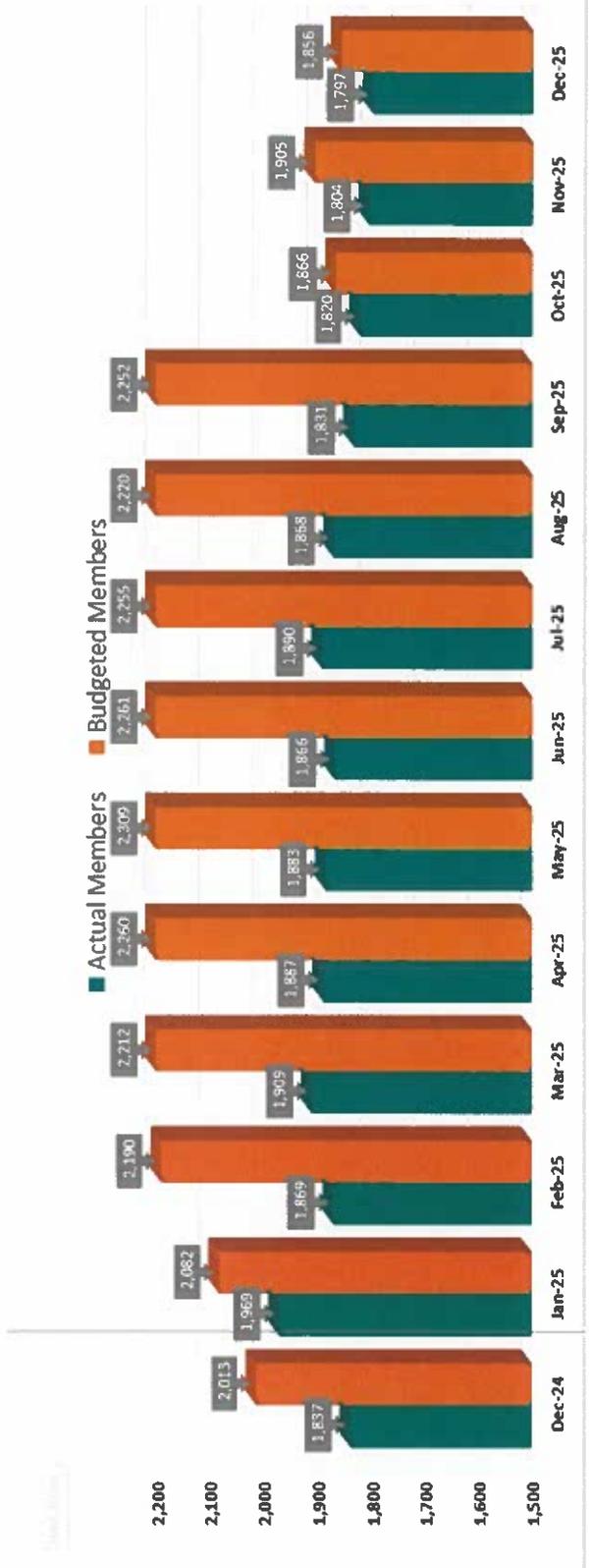




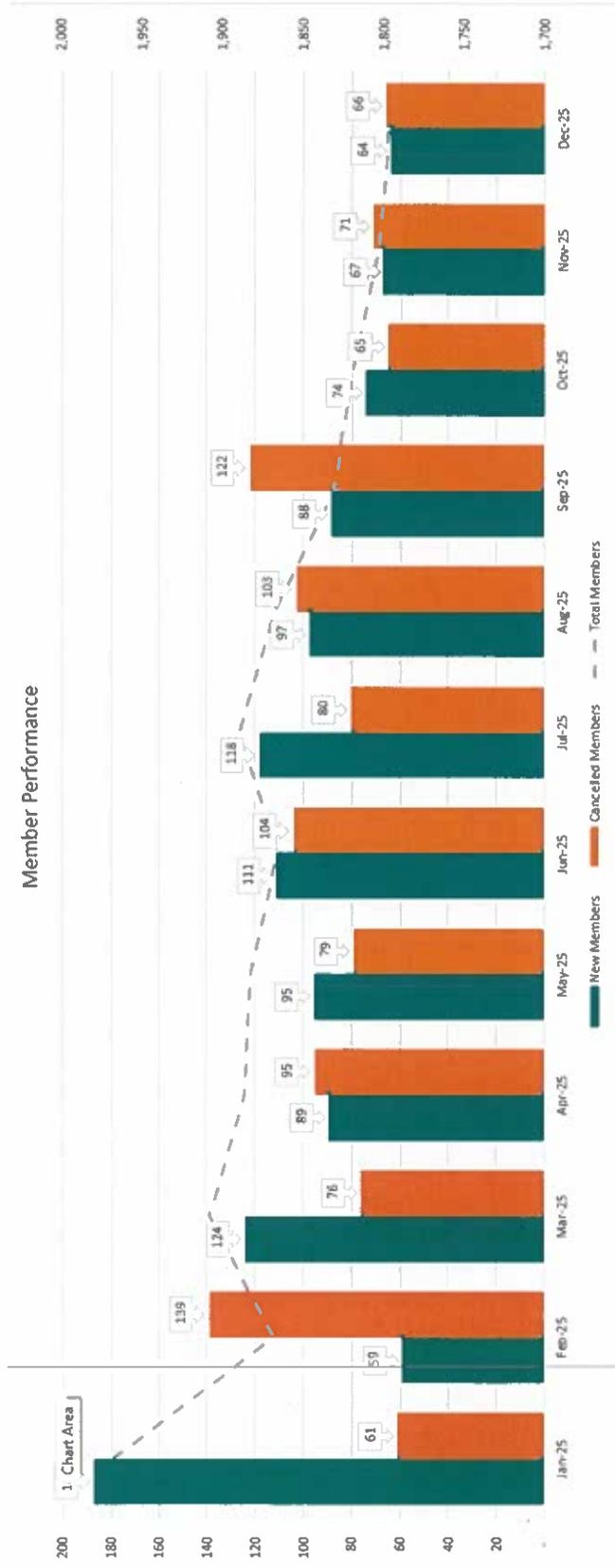


# Membership Dues Revenue





### Member Performance





**CITY OF ROLLA  
CASH ANALYSIS REPORT  
December 31, 2025**

**GENERAL FUND**

CASH IN BANK	\$ (524,269.24)
NIB GENERAL FUND	\$ 2,355.39
ROLLA MUNICIPAL COURT	\$ 5,196.50
ASI FLEX 125	\$ 26,545.55
TIF ACCOUNT - EATS	\$ 79,264.06
TIF ACCOUNT - PILOT	\$ 15.50
INVESTMENT - GOLDMAN	\$ -
INVESTMENTS - GENERAL FUND	\$ 213,518.05
USE TAX MMA	\$ 847,116.06
MMA - GENERAL FUND RESERVE REBUILD	\$ 3,099,193.49
POLICE EVIDENCE FUNDS	\$ 22,636.79
CITY SEIZURES & FORFEITURES	\$ 7,590.52
TASKFORCE SEIZURES & FORFEITURES	\$ 18.11
ANIMAL CONTROL SHELTER COMM PARTNER	\$ 186,384.38
ANIMAL CONTROL SHELTER RESERVE	\$ 233,648.01
ANIMAL CONTROL SHELTER COMM ENDOW	\$ 390.52
ANIMAL CONTROL SHELTER DONATIONS - PAYPAL	\$ -
PROPERTY FIRE DAMAGE ACCOUNT	\$ 15.48
GENERAL FUND CREDIT CARD ACCOUNT	\$ 1,965.59
INVESTMENT CLEARING ACCOUNT	\$ 57.25
INVESTMENTS - CDS	\$ -
<b>GENERAL FUND TOTALS</b>	<b>\$ 4,201,642.01</b>

**SEWER FUND**

CASH IN BANK	\$ 1,691,490.35
NIB GENERAL FUND	\$ 80.00
SEWER FUND MMA	\$ 304,452.99
SEWER FUND DEPREC & RESERVE	\$ 423,631.20
INVESTMENTS - GENERAL FUND	\$ -
GENERAL FUND CREDIT CARD ACCOUNT	\$ 1,441.00
INVESTMENT - CDS	\$ -
<b>SEWER FUND TOTALS</b>	<b>\$ 2,421,095.54</b>

**ENVIRONMENTAL SERVICES FUND**

CASH IN BANK	\$ 1,167,697.25
NIB ENV SVS FUND	\$ -
INVESTMENTS - GENERAL FUND	\$ -
GENERAL FUND CREDIT CARD ACCOUNT	\$ 2,209.72
MMA PCB	\$ 1,151,745.97
ENV SVS CC	\$ 23,555.37
INVESTMENT - CDS	\$ -
<b>ENV SVS FUND TOTALS</b>	<b>\$ 2,345,208.31</b>

**ARPA FUNDING**

CASH IN BANK	\$ -
ARPA FUNDING MMA	\$ -
<b>ARPA FUND TOTALS</b>	<b>\$ -</b>

**CITY OF ROLLA  
CASH ANALYSIS REPORT  
December 31, 2025**

**AIRPORT FUND**

CASH IN BANK	\$	6,026.57
NIB GENERAL FUND	\$	-
GENERAL FUND CREDIT CARD ACCOUNT	\$	81.80
INVESTMENTS - MMA	\$	10,961.40
INVESTMENTS - MMA (BREWER LEASE AGREE)	\$	36,738.00
<b>AIRPORT FUND TOTALS</b>	<b>\$</b>	<b>53,807.77</b>

**CEMETERY FUND**

CASH IN BANK	\$	4,200.00
CASH - MMA	\$	40,597.71
INVESTMENTS - RESTRICTED	\$	360,263.83
<b>CEMETERY FUND TOTALS</b>	<b>\$</b>	<b>405,061.54</b>

**STREET FUND**

CASH IN BANK	\$	1,325,103.67
NIB GENERAL FUND	\$	163,195.85
TDD PROPERTY RENTAL	\$	11,745.13
GENERAL FUND MMA	\$	-
GENERAL FUND CREDIT CARD ACCOUNT	\$	1,500.00
CASH - MMA	\$	5,742,054.08
MODOT RESERVE	\$	1,595,693.76
INVESTMENT - CDS	\$	545,219.60
<b>STREET FUND TOTALS</b>	<b>\$</b>	<b>9,384,512.09</b>

**RECREATION FUND**

CASH IN BANK	\$	(41,518.30)
GENERAL FUND CREDIT CARD ACCOUNT	\$	-
<b>RECREATION FUND TOTALS</b>	<b>\$</b>	<b>(41,518.30)</b>

**HEALTH INSURANCE FUND**

HEALTH INSURANCE RESERVE	\$	525,362.78
CASH - HEALTH ACCOUNT	\$	603,622.07
GENERAL FUND CREDIT CARD ACCOUNT	\$	5,600.83
<b>HEALTH FUND TOTALS</b>	<b>\$</b>	<b>1,134,585.68</b>

**PARK FUND**

CASH IN BANK	\$	(85,840.03)
NIB GENERAL FUND	\$	-
GENERAL FUND CREDIT CARD ACCOUNT	\$	-
INVESTMENTS - GOLDMAN	\$	-
INVESTMENTS - PARK SALES TAX	\$	11,985.06
PARKS CC	\$	20,729.27
<b>PARK FUND TOTALS</b>	<b>\$</b>	<b>(53,125.70)</b>

**PARK LAND RESERVE FUND**

CASH IN BANK	\$	-
PARK LAND RESERVE ACCOUNT	\$	-
<b>PARK LAND RESERVE FUND TOTALS</b>	<b>\$</b>	<b>-</b>

**GRAND TOTAL ALL FUNDS** **\$ 19,851,268.94**

ANY AND ALL FINANCIAL RECORDS ARE OPEN TO THE PUBLIC

CITY OF ROLLA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2025

01 -GENERAL FUND  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
TAXES	12,102,500.00	797,961.53	0.00	2,275,461.45	0.00	9,827,038.55	18.80
LICENSES & PERMITS	244,000.00	10,356.67	0.00	77,867.06	0.00	166,132.94	31.91
INTERGOVERNMENTAL	318,000.00	27,405.97	0.00	81,853.19	0.00	236,146.81	25.74
CHARGES FOR SERVICE	2,464,875.00	3,263.95	0.00	127,338.11	0.00	2,337,536.89	5.17
FINES & FORFEITURES	164,000.00	11,997.66	0.00	20,248.07	0.00	143,751.93	12.35
MISCELLANEOUS	231,750.00	13,311.72	0.00	43,573.98	0.00	188,176.02	18.80
CONTRIBUTIONS TO/FROM	446,450.00	111,612.50	0.00	119,186.87	0.00	327,263.13	26.70
<b>** TOTAL REVENUES **</b>	<b>15,971,575.00</b>	<b>975,910.00</b>	<b>0.00</b>	<b>2,745,528.73</b>	<b>0.00</b>	<b>13,226,046.27</b>	<b>17.19</b>
<u>EXPENDITURE SUMMARY</u>							
<u>GENERAL ADMINISTRATIVE</u>							
PERSONNEL	39,875.00	2,877.62	0.00	8,330.71	0.00	31,544.29	20.89
SUPPLIES & BUILDING MAIN	5,450.00	( 173.16)	0.00	4,326.41	0.00	1,123.59	79.38
SERVICES	833,675.00	65,831.13	0.00	149,480.06	0.00	684,194.94	17.93
MAINTENANCE & IMPROVEMNT	700.00	0.00	0.00	0.00	0.00	700.00	0.00
CAPITAL EXPENDITURES	26,100.00	0.00	0.00	25,550.00	0.00	550.00	97.89
CATEGORY 6	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL GENERAL ADMINISTRATIVE	905,800.00	68,535.59	0.00	187,687.18	0.00	718,112.82	20.72
<u>ADMINISTRATION</u>							
PERSONNEL	374,500.00	34,731.74	0.00	103,878.74	0.00	270,621.26	27.74
SUPPLIES & BUILDING MAIN	1,650.00	42.85	0.00	222.59	0.00	1,427.41	13.49
SERVICES	44,400.00	140.70	0.00	10,671.59	0.00	33,728.41	24.04
MAINTENANCE & IMPROVEMNT	700.00	0.00	0.00	0.00	0.00	700.00	0.00
CAPITAL EXPENDITURES	<u>6,300.00</u>	<u>243.46</u>	<u>0.00</u>	<u>540.92</u>	<u>0.00</u>	<u>5,759.08</u>	<u>8.59</u>
TOTAL ADMINISTRATION	427,550.00	35,158.75	0.00	115,313.84	0.00	312,236.16	26.97
<u>LIBRARY</u>							
PERSONNEL	508,450.00	32,443.65	0.00	93,405.35	0.00	415,044.65	18.37
SUPPLIES & BUILDING MAIN	200.00	0.00	0.00	0.00	0.00	200.00	0.00
SERVICES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL LIBRARY	508,650.00	32,443.65	0.00	93,405.35	0.00	415,244.65	18.36
<u>FINANCE</u>							
PERSONNEL	405,550.00	20,454.18	0.00	59,876.99	0.00	345,673.01	14.76
SUPPLIES & BUILDING MAIN	13,300.00	1,342.18	0.00	2,344.94	0.00	10,955.06	17.63
SERVICES	317,100.00	0.00	0.00	49,268.82	0.00	267,831.18	15.54
MAINTENANCE & IMPROVEMNT	350.00	0.00	0.00	0.00	0.00	350.00	0.00
CAPITAL EXPENDITURES	<u>3,200.00</u>	<u>172.12</u>	<u>0.00</u>	<u>635.47</u>	<u>0.00</u>	<u>2,564.53</u>	<u>19.86</u>
TOTAL FINANCE	739,500.00	21,968.48	0.00	112,126.22	0.00	627,373.78	15.16
<u>LEGAL</u>							
PERSONNEL	30,150.00	2,318.62	0.00	6,712.41	0.00	23,437.59	22.26
SUPPLIES & BUILDING MAIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00

CITY OF ROLLA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2025

01 -GENERAL FUND  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<b>SERVICES</b>							
SERVICES	67,125.00	4,605.25	0.00	15,103.98	0.00	52,021.02	22.50
MAINTENANCE & IMPROVEMNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL LEGAL	97,275.00	6,923.87	0.00	21,816.39	0.00	75,458.61	22.43
<b>COURT</b>							
PERSONNEL	152,350.00	9,575.96	0.00	28,453.25	0.00	123,896.75	18.68
SUPPLIES & BUILDING MAIN	4,550.00	486.34	0.00	656.80	0.00	3,893.20	14.44
SERVICES	12,350.00	166.25	0.00	4,860.89	0.00	7,489.11	39.36
MAINTENANCE & IMPROVEMNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENDITURES	<u>2,700.00</u>	<u>196.61</u>	<u>0.00</u>	<u>607.54</u>	<u>0.00</u>	<u>2,092.46</u>	<u>22.50</u>
TOTAL COURT	171,950.00	10,425.16	0.00	34,578.48	0.00	137,371.52	20.11
<b>TELECOMMUNICATIONS</b>							
PERSONNEL	1,485,800.00	90,542.31	0.00	295,611.49	0.00	1,190,188.51	19.90
SUPPLIES & BUILDING MAIN	86,050.00	5,397.97	0.00	17,360.41	0.00	68,689.59	20.17
SERVICES	238,010.00	1,650.03	0.00	73,007.91	0.00	165,002.09	30.67
MAINTENANCE & IMPROVEMNT	9,965.00	449.98	0.00	751.34	0.00	9,213.66	7.54
CAPITAL EXPENDITURES	<u>5,800.00</u>	<u>65.73</u>	<u>0.00</u>	<u>119.99</u>	<u>0.00</u>	<u>5,680.01</u>	<u>2.07</u>
TOTAL TELECOMMUNICATIONS	1,825,625.00	98,106.02	0.00	386,851.14	0.00	1,438,773.86	21.19
<b>ANIMAL CONTROL</b>							
PERSONNEL	142,450.00	12,415.10	0.00	31,119.32	0.00	111,330.68	21.85
SUPPLIES & BUILDING MAIN	12,050.00	911.84	0.00	1,403.03	0.00	10,646.97	11.64
SERVICES	32,250.00	119.48	0.00	13,862.74	0.00	18,387.26	42.99
MAINTENANCE & IMPROVEMNT	7,750.00	204.28	0.00	615.76	0.00	7,134.24	7.95
CAPITAL EXPENDITURES	52,325.00	65,577.02	0.00	57,567.44	12,698.00 (	17,940.44)	134.29
USE TAX EXPENDITURES	<u>176,900.00</u>	<u>4,533.42</u>	<u>0.00</u>	<u>8,804.19</u>	<u>0.00</u>	<u>168,095.81</u>	<u>4.98</u>
TOTAL ANIMAL CONTROL	423,725.00	83,761.14	0.00	113,372.48	12,698.00	297,654.52	29.75
<b>POLICE</b>							
PERSONNEL	3,754,750.00	225,080.31	0.00	724,893.67	0.00	3,029,856.33	19.31
SUPPLIES & BUILDING MAIN	71,425.00	10,882.92	0.00	18,177.84	0.00	53,247.16	25.45
SERVICES	544,325.00	16,075.70	0.00	281,849.69	0.00	262,475.31	51.78
MAINTENANCE & IMPROVEMNT	317,550.00	30,484.37	0.00	47,949.41	4,005.00	265,595.59	16.36
CAPITAL EXPENDITURES	553,300.00	15,489.94	0.00	304,999.14	74,173.00	174,127.86	68.53
USE TAX EXPENDITURES	<u>709,250.00</u>	<u>45,369.82</u>	<u>0.00</u>	<u>142,400.34</u>	<u>0.00</u>	<u>566,849.66</u>	<u>20.08</u>
TOTAL POLICE	5,950,600.00	343,383.06	0.00	1,520,270.09	78,178.00	4,352,151.91	26.86
<b>FIRE</b>							
PERSONNEL	2,836,900.00	154,492.45	0.00	506,624.27	0.00	2,330,275.73	17.86
SUPPLIES & BUILDING MAIN	59,550.00	7,629.69	0.00	13,140.06	0.00	46,409.94	22.07
SERVICES	416,100.00	15,310.26	0.00	149,258.45	0.00	266,841.55	35.87
MAINTENANCE & IMPROVEMNT	303,350.00	9,278.91	0.00	50,409.16	0.00	252,940.84	16.62
CAPITAL EXPENDITURES	388,500.00	375.90	0.00 (	4,647.69)	0.00	393,147.69	1.20-
USE TAX EXPENDITURES	<u>735,750.00</u>	<u>35,287.17</u>	<u>0.00</u>	<u>169,510.34</u>	<u>0.00</u>	<u>566,239.66</u>	<u>23.04</u>
TOTAL FIRE	4,740,150.00	222,374.38	0.00	884,294.59	0.00	3,855,855.41	18.66
<b>ROLLA RURAL FIRE</b>							
PERSONNEL	0.00	27,677.23	0.00	138,359.33	0.00 (	138,359.33)	0.00

CITY OF ROLLA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2025

01 -GENERAL FUND  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
SUPPLIES & BUILDING MAIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SERVICES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL ROLLA RURAL FIRE	0.00	27,677.23	0.00	138,359.33	0.00	( 138,359.33)	0.00
<u>BUILDING MAINT</u>							
PERSONNEL	24,760.00	1,493.62	0.00	4,445.14	0.00	20,314.86	17.95
SUPPLIES & BUILDING MAIN	40,000.00	2,948.47	0.00	7,802.23	0.00	32,197.77	19.51
SERVICES	39,520.00	1,146.00	0.00	23,804.53	0.00	15,715.47	60.23
MAINTENANCE & IMPROVEMNT	40,100.00	0.00	0.00	3,337.35	2,242.00	34,520.65	13.91
CAPITAL EXPENDITURES	<u>54,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>724.85</u>	<u>0.00</u>	<u>53,775.15</u>	<u>1.33</u>
TOTAL BUILDING MAINT	198,880.00	5,588.09	0.00	40,114.10	2,242.00	156,523.90	21.30
<u>COMMUNITY DEVELOP</u>							
PERSONNEL	594,300.00	34,600.39	0.00	103,640.82	0.00	490,659.18	17.44
SUPPLIES & BUILDING MAIN	2,300.00	426.21	0.00	819.67	0.00	1,480.33	35.64
SERVICES	83,745.00	944.13	0.00	28,686.24	11,488.50	43,570.26	47.97
MAINTENANCE & IMPROVEMNT	5,000.00	201.56	0.00	472.04	0.00	4,527.96	9.44
CAPITAL EXPENDITURES	<u>2,400.00</u>	<u>172.13</u>	<u>0.00</u>	<u>556.46</u>	<u>0.00</u>	<u>1,843.54</u>	<u>23.19</u>
TOTAL COMMUNITY DEVELOP	687,745.00	36,344.42	0.00	134,175.23	11,488.50	542,081.27	21.18
<u>ECONOMIC DEVELOP</u>							
SUPPLIES & BUILDING MAIN	50.00	0.00	0.00	0.00	0.00	50.00	0.00
SERVICES	50,345.00	40,000.00	0.00	40,000.00	0.00	10,345.00	79.45
MAINTENANCE & IMPROVEMNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL ECONOMIC DEVELOP	50,395.00	40,000.00	0.00	40,000.00	0.00	10,395.00	79.37
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TOTAL EXPENDITURES	16,727,845.00	1,032,689.84	0.00	3,822,364.42	104,606.50	12,800,874.08	23.48
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REVENUE OVER/ (UNDER) EXPENDITURES	( 756,270.00)	( 56,779.84)	0.00	( 1,076,835.69)	( 104,606.50)	425,172.19	0.00
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\*\*\* END OF REPORT \*\*\*

CITY OF ROLLA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2025

02 -SEWER  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
INTERGOVERNMENTAL	320,500.00	10,301.55	0.00	29,990.33	0.00	290,509.67	9.36
CHARGES FOR SERVICE	5,870,500.00	550,859.82	0.00	1,144,414.89	0.00	4,726,085.11	19.49
MISCELLANEOUS	( 348,900.00)	( 87,241.18)	0.00	( 86,410.89)	0.00	( 262,489.11)	24.77
CONTRIBUTIONS TO/FROM CATEGORY 9	( 190,600.00)	( 47,650.00)	0.00	( 47,650.00)	0.00	( 142,950.00)	25.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>** TOTAL REVENUES **</b>	<b>5,651,500.00</b>	<b>426,270.19</b>	<b>0.00</b>	<b>1,040,344.33</b>	<b>0.00</b>	<b>4,611,155.67</b>	<b>18.41</b>
<u>EXPENDITURE SUMMARY</u>							
<u>SEWER</u>							
PERSONNEL	1,284,650.00	75,142.96	0.00	226,610.28	0.00	1,058,039.72	17.64
SUPPLIES & BUILDING MAIN SERVICES	440,500.00	35,184.94	0.00	83,121.32	0.00	357,378.68	18.87
	581,450.00	24,754.55	0.00	173,296.07	0.00	408,153.93	29.80
MAINTENANCE & IMPROVEMNT	905,200.00	24,363.04	0.00	140,870.25	22,603.00	741,726.75	18.06
CAPITAL EXPENDITURES	<u>2,035,000.00</u>	<u>394,960.65</u>	<u>0.00</u>	<u>1,168,509.53</u>	<u>0.00</u>	<u>866,490.47</u>	<u>57.42</u>
TOTAL SEWER	5,246,800.00	554,406.14	0.00	1,792,407.45	22,603.00	3,431,789.55	34.59
<b>TOTAL EXPENDITURES</b>	<b>5,246,800.00</b>	<b>554,406.14</b>	<b>0.00</b>	<b>1,792,407.45</b>	<b>22,603.00</b>	<b>3,431,789.55</b>	<b>34.59</b>
<b>REVENUE OVER/ (UNDER) EXPENDITURES</b>	<b>404,700.00</b>	<b>( 128,135.95)</b>	<b>0.00</b>	<b>( 752,063.12)</b>	<b>( 22,603.00)</b>	<b>1,179,366.12</b>	<b>0.00</b>

\*\*\* END OF REPORT \*\*\*

CITY OF ROLLA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2025

03 - ENVIRONMENTAL SERVICES  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
INTERGOVERNMENTAL	39,000.00	600.00	0.00	1,595.42	0.00	37,404.58	4.09
CHARGES FOR SERVICE	4,656,250.00	368,209.85	0.00	820,539.69	0.00	3,835,710.31	17.62
MISCELLANEOUS	447,500.00	104.31	0.00	2,590.75	0.00	444,909.25	0.58
CONTRIBUTIONS TO/FROM CATEGORY 9	( 262,225.00)	( 65,556.25)	0.00	( 65,556.25)	0.00	( 196,668.75)	25.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>** TOTAL REVENUES **</b>	<b>4,880,525.00</b>	<b>303,357.91</b>	<b>0.00</b>	<b>759,169.61</b>	<b>0.00</b>	<b>4,121,355.39</b>	<b>15.56</b>
<u>EXPENDITURE SUMMARY</u>							
<u>RECYCLING</u>							
PERSONNEL	370,250.00	13,369.66	0.00	54,914.72	0.00	315,335.28	14.83
SUPPLIES & BUILDING MAIN SERVICES	11,830.00	671.06	0.00	1,694.82	0.00	10,135.18	14.33
	65,050.00	983.84	0.00	29,458.29	0.00	35,591.71	45.29
MAINTENANCE & IMPROVEMNT	103,450.00	1,615.68	0.00	9,054.27	0.00	94,395.73	8.75
CAPITAL EXPENDITURES	<u>7,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,500.00</u>	<u>0.00</u>
TOTAL RECYCLING	558,080.00	16,640.24	0.00	95,122.10	0.00	462,957.90	17.04
<u>SANITATION</u>							
PERSONNEL	1,328,100.00	73,814.71	0.00	219,456.78	0.00	1,108,643.22	16.52
SUPPLIES & BUILDING MAIN SERVICES	17,200.00	911.05	0.00	2,205.90	0.00	14,994.10	12.83
	285,600.00	10,680.10	0.00	105,527.44	0.00	180,072.56	36.95
MAINTENANCE & IMPROVEMNT	1,589,300.00	116,397.33	0.00	316,955.21	13,510.00	1,258,834.79	20.79
CAPITAL EXPENDITURES	<u>588,000.00</u>	<u>146.50</u>	<u>0.00</u>	<u>293.00</u>	<u>453,345.68</u>	<u>134,361.32</u>	<u>77.15</u>
TOTAL SANITATION	3,808,200.00	201,949.69	0.00	644,438.33	466,855.68	2,696,905.99	29.18
<u>VEHICLE MAINT</u>							
PERSONNEL	281,230.00	14,730.93	0.00	43,622.61	0.00	237,607.39	15.51
SUPPLIES & BUILDING MAIN SERVICES	345,510.00	21,909.85	0.00	74,289.04	0.00	271,220.96	21.50
	33,325.00	0.00	0.00	17,169.66	0.00	16,155.34	51.52
MAINTENANCE & IMPROVEMNT	4,050.00	13,388.54	0.00	13,613.45	0.00	( 9,563.45)	336.13
CAPITAL EXPENDITURES	<u>9,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>458.09</u>	<u>0.00</u>	<u>8,541.91</u>	<u>5.09</u>
TOTAL VEHICLE MAINT	673,115.00	50,029.32	0.00	149,152.85	0.00	523,962.15	22.16
<b>TOTAL EXPENDITURES</b>	<b>5,039,395.00</b>	<b>268,619.25</b>	<b>0.00</b>	<b>888,713.28</b>	<b>466,855.68</b>	<b>3,683,826.04</b>	<b>26.90</b>
<b>REVENUE OVER/ (UNDER) EXPENDITURES</b>	<b>( 158,870.00)</b>	<b>34,738.66</b>	<b>0.00</b>	<b>( 129,543.67)</b>	<b>( 466,855.68)</b>	<b>437,529.35</b>	<b>0.00</b>

\*\*\* END OF REPORT \*\*\*

04 - ARPA FUNDS  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
INTERGOVERNMENTAL	743,000.00	0.00	0.00	0.00	0.00	743,000.00	0.00
MISCELLANEOUS	8,000.00	0.00	0.00	0.00	0.00	8,000.00	0.00
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** TOTAL REVENUES **	751,000.00	0.00	0.00	0.00	0.00	751,000.00	0.00
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<u>EXPENDITURE SUMMARY</u>							
<u>ADMINISTRATION</u>							
SERVICES	90,000.00	0.00	0.00	0.00	0.00	90,000.00	0.00
CAPITAL EXPENDITURES	<u>85,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>85,000.00</u>	<u>0.00</u>
TOTAL ADMINISTRATION	175,000.00	0.00	0.00	0.00	0.00	175,000.00	0.00
<u>COURT</u>							
CAPITAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL COURT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>FINANCE</u>							
SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FINANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>TELECOMMUNICATIONS</u>							
CAPITAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TELECOMMUNICATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>POLICE</u>							
CAPITAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL POLICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>FIRE</u>							
CAPITAL EXPENDITURES	<u>30,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>30,000.00</u>	<u>0.00</u>
TOTAL FIRE	30,000.00	0.00	0.00	0.00	0.00	30,000.00	0.00
<u>SEWER</u>							
CAPITAL EXPENDITURES	<u>587,361.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>587,361.00</u>	<u>0.00</u>
TOTAL SEWER	587,361.00	0.00	0.00	0.00	0.00	587,361.00	0.00
<u>PARKS</u>							
CAPITAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL PARKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>CENTRE</u>							
CAPITAL EXPENDITURES	<u>100,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100,000.00</u>	<u>0.00</u>
TOTAL CENTRE	100,000.00	0.00	0.00	0.00	0.00	100,000.00	0.00
<u>COMMUNITY DEVELOPMENT</u>							

CITY OF ROLLA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2025

04 - ARPA FUNDS  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
CAPITAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL COMMUNITY DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<u>ANIMAL CONTROL</u>							
CAPITAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL ANIMAL CONTROL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<hr/>							
TOTAL EXPENDITURES	892,361.00	0.00	0.00	0.00	0.00	892,361.00	0.00
=====							
REVENUE OVER/ (UNDER) EXPENDITURES	( 141,361.00)	0.00	0.00	0.00	0.00	( 141,361.00)	0.00
=====							

\*\*\* END OF REPORT \*\*\*

CITY OF ROLLA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2025

05 -AIRPORT  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
INTERGOVERNMENTAL	1,240,793.00	4,766.80	0.00	4,766.80	0.00	1,236,026.20	0.38
CHARGES FOR SERVICE	380,000.00	7,643.08	0.00	48,885.37	0.00	331,114.63	12.86
MISCELLANEOUS	629,100.00	129,863.17	0.00	139,447.98	0.00	489,652.02	22.17
CONTRIBUTIONS TO/FROM	( 51,850.00)	( 12,962.50)	0.00	( 12,962.50)	0.00	( 38,887.50)	25.00
<b>** TOTAL REVENUES **</b>	<b>2,198,043.00</b>	<b>129,310.55</b>	<b>0.00</b>	<b>180,137.65</b>	<b>0.00</b>	<b>2,017,905.35</b>	<b>8.20</b>
<u>EXPENDITURE SUMMARY</u>							
<u>AIRPORT</u>							
PERSONNEL	230,650.00	16,950.23	0.00	48,879.31	0.00	181,770.69	21.19
SUPPLIES & BUILDING MAIN	14,100.00	2,657.78	0.00	4,043.77	0.00	10,056.23	28.68
SERVICES	652,500.00	23,639.57	0.00	71,128.93	0.00	581,371.07	10.90
MAINTENANCE & IMPROVEMNT	1,046,500.00	2,362.40	0.00	4,900.91	0.00	1,041,599.09	0.47
CAPITAL EXPENDITURES	<u>265,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>265,500.00</u>	<u>0.00</u>
TOTAL AIRPORT	2,209,250.00	45,609.98	0.00	128,952.92	0.00	2,080,297.08	5.84
<b>TOTAL EXPENDITURES</b>	<b>2,209,250.00</b>	<b>45,609.98</b>	<b>0.00</b>	<b>128,952.92</b>	<b>0.00</b>	<b>2,080,297.08</b>	<b>5.84</b>
<b>REVENUE OVER/ (UNDER) EXPENDITURES</b>	<b>( 11,207.00)</b>	<b>83,700.57</b>	<b>0.00</b>	<b>51,184.73</b>	<b>0.00</b>	<b>( 62,391.73)</b>	<b>0.00</b>

\*\*\* END OF REPORT \*\*\*

CITY OF ROLLA  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: DECEMBER 31ST, 2025

06 -CEMETERY  
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	43,000.00	0.02	0.00	2,265.38	0.00	40,734.62	5.27
<b>** TOTAL REVENUES **</b>	<b>43,000.00</b>	<b>0.02</b>	<b>0.00</b>	<b>2,265.38</b>	<b>0.00</b>	<b>40,734.62</b>	<b>5.27</b>
<u>EXPENDITURE SUMMARY</u>							
<u>CEMETERY</u>							
CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>0.00</u>
TOTAL CEMETERY	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
TOTAL EXPENDITURES	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00
REVENUE OVER/ (UNDER) EXPENDITURES	38,000.00	0.02	0.00	2,265.38	0.00	35,734.62	0.00

\*\*\* END OF REPORT \*\*\*

CITY OF ROLLA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2025

07 -STREET  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
TAXES	6,772,000.00	495,278.91	0.00	1,743,674.99	0.00	5,028,325.01	25.75
LICENSES & PERMITS	12,500.00	237.50	0.00	812.50	0.00	11,687.50	6.50
INTERGOVERNMENTAL	1,487,500.00	544.20	0.00	544.20	0.00	1,486,955.80	0.04
CHARGES FOR SERVICE	150,000.00	3,835.50	0.00	3,835.50	0.00	146,164.50	2.56
MISCELLANEOUS	( 372,850.00)	( 146,019.10)	0.00	( 131,366.17)	0.00	( 241,483.83)	35.23
CONTRIBUTIONS TO/FROM	( 240,625.00)	( 60,156.25)	0.00	( 60,156.25)	0.00	( 180,468.75)	25.00
CATEGORY 9	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>** TOTAL REVENUES **</b>	<b>7,808,525.00</b>	<b>293,720.76</b>	<b>0.00</b>	<b>1,557,344.77</b>	<b>0.00</b>	<b>6,251,180.23</b>	<b>19.94</b>
<u>EXPENDITURE SUMMARY</u>							
<u>STREET</u>							
PERSONNEL	1,489,050.00	95,854.49	0.00	279,299.44	0.00	1,209,750.56	18.76
SUPPLIES & BUILDING MAIN	33,120.00	3,020.25	0.00	7,386.55	0.00	25,733.45	22.30
SERVICES	672,700.00	24,215.58	0.00	180,303.82	0.00	492,396.18	26.80
MAINTENANCE & IMPROVEMNT	1,027,200.00	9,662.87	0.00	123,035.13	8,474.81	895,690.06	12.80
CAPITAL EXPENDITURES	7,515,000.00	18,654.74	0.00	504,142.33	267,358.92	6,743,498.75	10.27
TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL STREET</b>	<b>10,737,070.00</b>	<b>151,407.93</b>	<b>0.00</b>	<b>1,094,167.27</b>	<b>275,833.73</b>	<b>9,367,069.00</b>	<b>12.76</b>
<u>MOVE ROLLA TDD</u>							
PERSONNEL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES & BUILDING MAIN	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MAINTENANCE & IMPROVEMNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CATEGORY 6	0.00	0.00	0.00	0.00	0.00	0.00	0.00
USE TAX EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL MOVE ROLLA TDD</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<u>ENGINEERING</u>							
PERSONNEL	1,169,300.00	59,327.17	0.00	197,756.07	0.00	971,543.93	16.91
SUPPLIES & BUILDING MAIN	5,500.00	847.47	0.00	1,418.13	0.00	4,081.87	25.78
SERVICES	215,175.00	11,774.21	0.00	61,531.53	40,698.50	112,944.97	47.51
MAINTENANCE & IMPROVEMNT	8,500.00	181.01	0.00	853.91	0.00	7,646.09	10.05
CAPITAL EXPENDITURES	5,100.00	290.40	0.00	871.20	0.00	4,228.80	17.08
<b>TOTAL ENGINEERING</b>	<b>1,403,575.00</b>	<b>72,420.26</b>	<b>0.00</b>	<b>262,430.84</b>	<b>40,698.50</b>	<b>1,100,445.66</b>	<b>21.60</b>
<b>TOTAL EXPENDITURES</b>	<b>12,140,645.00</b>	<b>223,828.19</b>	<b>0.00</b>	<b>1,356,598.11</b>	<b>316,532.23</b>	<b>10,467,514.66</b>	<b>13.78</b>
<b>REVENUE OVER/ (UNDER) EXPENDITURES</b>	<b>( 4,332,120.00)</b>	<b>69,892.57</b>	<b>0.00</b>	<b>200,746.66</b>	<b>( 316,532.23)</b>	<b>( 4,216,334.43)</b>	<b>0.00</b>

\*\*\* END OF REPORT \*\*\*

CITY OF ROLLA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2025

08 -RECREATION  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
TAXES	100.00	0.00	0.00	0.00	0.00	100.00	0.00
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CHARGES FOR SERVICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	300,000.00	0.00	0.00	0.00	0.00	300,000.00	0.00
CONTRIBUTIONS TO/FROM	400,000.00	100,000.00	0.00	100,000.00	0.00	300,000.00	25.00
<b>** TOTAL REVENUES **</b>	<b>700,100.00</b>	<b>100,000.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>0.00</b>	<b>600,100.00</b>	<b>14.28</b>
<u>EXPENDITURE SUMMARY</u>							
<u>AQUATIC</u>							
PERSONNEL	5,150.00	0.00	0.00	0.00	0.00	5,150.00	0.00
TOTAL AQUATIC	5,150.00	0.00	0.00	0.00	0.00	5,150.00	0.00
<u>ADMINISTRATION</u>							
SUPPLIES & BUILDING MAIN SERVICES	50.00	0.00	0.00	0.00	0.00	50.00	0.00
	580,200.00	29,617.75	0.00	181,348.51	0.00	398,851.49	31.26
MAINTENANCE & IMPROVEMNT	500.00	0.00	0.00	0.00	0.00	500.00	0.00
CAPITAL EXPENDITURES	36,500.00	0.00	0.00	0.00	0.00	36,500.00	0.00
TOTAL ADMINISTRATION	617,250.00	29,617.75	0.00	181,348.51	0.00	435,901.49	29.38
<u>MAINTENANCE</u>							
PERSONNEL	2,675.00	0.00	0.00	156.48	0.00	2,518.52	5.85
SUPPLIES & BUILDING MAIN SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	50,350.00	0.00	0.00	39,968.09	0.00	10,381.91	79.38
MAINTENANCE & IMPROVEMNT	15,500.00	214.00	0.00	214.00	0.00	15,286.00	1.38
TOTAL MAINTENANCE	68,525.00	214.00	0.00	40,338.57	0.00	28,186.43	58.87
TOTAL EXPENDITURES	690,925.00	29,831.75	0.00	221,687.08	0.00	469,237.92	32.09
REVENUE OVER/ (UNDER) EXPENDITURES	9,175.00	70,168.25	0.00	( 121,687.08)	0.00	130,862.08	0.00

\*\*\* END OF REPORT \*\*\*

CITY OF ROLLA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2025

11 -PARK  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
TAXES	1,795,850.00	106,386.32	0.00	374,062.70	0.00	1,421,787.30	20.83
INTERGOVERNMENTAL	564,450.00	0.00	0.00	0.00	0.00	564,450.00	0.00
CHARGES FOR SERVICE	250,725.00	8,017.50	0.00	21,286.00	0.00	229,439.00	8.49
MISCELLANEOUS	481,000.00	118,813.55	0.00	119,180.15	0.00	361,819.85	24.78
CONTRIBUTIONS TO/FROM	( 101,150.00)	( 25,287.50)	0.00	( 25,287.50)	0.00	( 75,862.50)	25.00
<b>** TOTAL REVENUES **</b>	<b>2,990,875.00</b>	<b>207,929.87</b>	<b>0.00</b>	<b>489,241.35</b>	<b>0.00</b>	<b>2,501,633.65</b>	<b>16.36</b>
<u>EXPENDITURE SUMMARY</u>							
<u>ADMINISTRATION</u>							
PERSONNEL	223,100.00	13,231.56	0.00	31,848.49	0.00	191,251.51	14.28
SUPPLIES & BUILDING MAIN SERVICES	1,600.00	0.00	0.00	184.61	0.00	1,415.39	11.54
	46,600.00	10.00	0.00	14,616.48	0.00	31,983.52	31.37
MAINTENANCE & IMPROVEMNT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL EXPENDITURES	2,400.00	166.28	0.00	482.74	0.00	1,917.26	20.11
TRANSFERS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL ADMINISTRATION	273,700.00	13,407.84	0.00	47,132.32	0.00	226,567.68	17.22
<u>PARKS</u>							
PERSONNEL	679,300.00	61,370.04	0.00	161,700.91	0.00	517,599.09	23.80
SUPPLIES & BUILDING MAIN	33,500.00	3,268.81	0.00	6,085.31	0.00	27,414.69	18.17
SERVICES	122,650.00	2,620.28	0.00	56,063.92	0.00	66,586.08	45.71
MAINTENANCE & IMPROVEMNT	85,225.00	3,581.62	0.00	38,398.36	49,529.76	( 2,703.12)	103.17
CAPITAL EXPENDITURES	<u>1,194,450.00</u>	<u>104,900.00</u>	<u>0.00</u>	<u>275,065.35</u>	<u>216,235.74</u>	<u>703,148.91</u>	<u>41.13</u>
TOTAL PARKS	2,115,125.00	175,740.75	0.00	537,313.85	265,765.50	1,312,045.65	37.97
<u>SPLASHZONE</u>							
PERSONNEL	212,165.00	5,129.59	0.00	15,854.86	0.00	196,310.14	7.47
SUPPLIES & BUILDING MAIN	78,970.00	2,169.90	0.00	4,063.15	0.00	74,906.85	5.15
SERVICES	29,790.00	0.00	0.00	12,583.93	0.00	17,206.07	42.24
MAINTENANCE & IMPROVEMNT	23,350.00	6.76	0.00	1,414.64	0.00	21,935.36	6.06
CAPITAL EXPENDITURES	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>0.00</u>
TOTAL SPLASHZONE	349,275.00	7,306.25	0.00	33,916.58	0.00	315,358.42	9.71
<u>OUTDOOR RECREATION</u>							
PERSONNEL	171,100.00	4,840.28	0.00	22,087.32	0.00	149,012.68	12.91
SUPPLIES & BUILDING MAIN	21,100.00	81.50	0.00	710.69	0.00	20,389.31	3.37
SERVICES	14,900.00	0.00	0.00	5,652.03	0.00	9,247.97	37.93
MAINTENANCE & IMPROVEMNT	250.00	0.00	0.00	0.00	0.00	250.00	0.00
CAPITAL EXPENDITURES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OUTDOOR RECREATION	207,350.00	4,921.78	0.00	28,450.04	0.00	178,899.96	13.72
<b>TOTAL EXPENDITURES</b>	<b>2,945,450.00</b>	<b>201,376.62</b>	<b>0.00</b>	<b>646,812.79</b>	<b>265,765.50</b>	<b>2,032,871.71</b>	<b>30.98</b>
<b>REVENUE OVER/ (UNDER) EXPENDITURES</b>	<b>45,425.00</b>	<b>6,553.25</b>	<b>0.00</b>	<b>( 157,571.44)</b>	<b>( 265,765.50)</b>	<b>468,761.94</b>	<b>0.00</b>

\*\*\* END OF REPORT \*\*\*

CITY OF ROLLA  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2025

12 -PARK LAND RESERVE  
 FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>							
INTERGOVERNMENTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	16,260.00	0.00	0.00	2.26	0.00	16,257.74	0.01
CONTRIBUTIONS TO/FROM	0.00	0.00	0.00 (	7,574.37)	0.00	7,574.37	0.00
<b>** TOTAL REVENUES **</b>	<b>16,260.00</b>	<b>0.00</b>	<b>0.00 (</b>	<b>7,572.11)</b>	<b>0.00</b>	<b>23,832.11</b>	<b>46.57-</b>
<u>EXPENDITURE SUMMARY</u>							
<u>PARK LAND RESERVE</u>							
CAPITAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL PARK LAND RESERVE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REVENUE OVER/ (UNDER) EXPENDITURES	16,260.00	0.00	0.00 (	7,572.11)	0.00	23,832.11	0.00

\*\*\* END OF REPORT \*\*\*



January 21, 2026

Audit Committee Meeting

City Hall – Third Floor Conference Room

**Committee Members Present:** Mayor Pro-tem Kevin Greven; Councilman William Hahn;  
Councilman Aaron Pace

**Staff Members Present:** Finance Director Steffanie Rogers and City Administrator Keith Riesberg

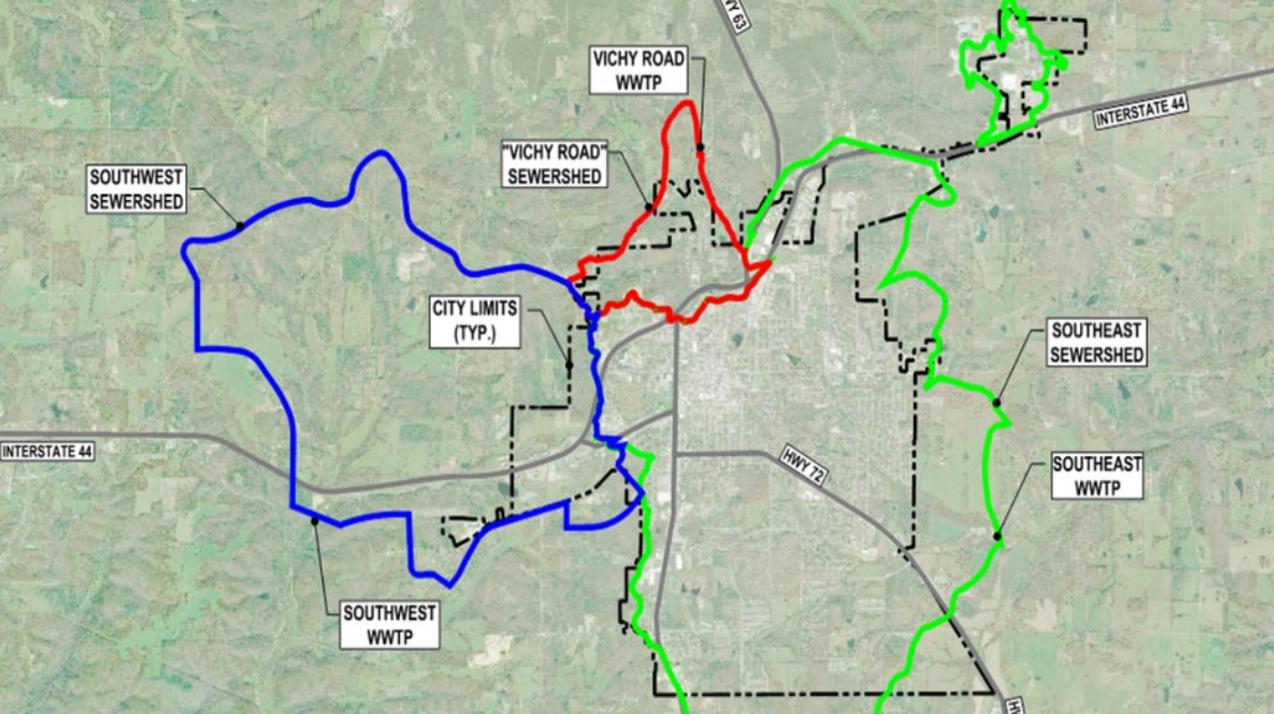
1. Overview and purpose of Audit Committee – City Administrator Keith Riesberg shared two sections out of code defining Audit Committee terms and duties and the intent to make this an informal Finance and Audit Committee. The meetings are posted in accordance with open meeting requirements and open to the public. It was noted that minutes would be kept of the meeting and sent to Council with the monthly Council minutes. There were no objections from any of the committee members present.
2. Status update on FY2024 Audit – There is a strong focus on getting this audit completed. The delay is from January 2024, when RMU implemented a new system of accounting and billing which didn't transition smoothly, which threw everything behind schedule. On top of that, the city was struck by the tornado. As a result, FEMA paperwork needed to be completed. There isn't an estimated time of completion. The City has \$250K of reimbursement money on hold from the state pending the completion of the 2024 audit.
3. Overview of FY 2025 close out and budget adjustments- A budget summary adjustment summary (updated to date) was dispensed by Finance Director Steffanie Rogers and proceeded to explain the process for adjustments. The budget adjustments for the FY2025 budget will be presented at the February 2<sup>nd</sup> meeting to be approved by Resolution by Council.
4. Discussion of requested reports for City Council packet – Committee members were presented with a sample spreadsheet that met the details requested by Council. Hahn stated it was a quick view for transparency and felt it was a good report. Pace stated he liked how it was simple and had no issues. Greven stated that it would serve as a quick go to reminder that would be updated monthly. Mr. Riesburg would like to see, in the future, a capital improvement plan which would be

along these same lines of tracking and transparency. This will continue to be worked on and a possible draft might be in the February 2<sup>nd</sup> packet.

5. Other items of consideration – No further items to discuss.
6. Next meeting date: As soon as the final draft of the 2024 audit is received, Mr. Riesburg will reach out to schedule a date.

With no further items to discuss, the meeting was dismissed at 5:12pm

Minutes respectfully submitted by Lorri Powell, City Clerk



# Phase 2 Wastewater and Stormwater Integrated Management Plan (IMP)

*City of Rolla*

IV.A.1



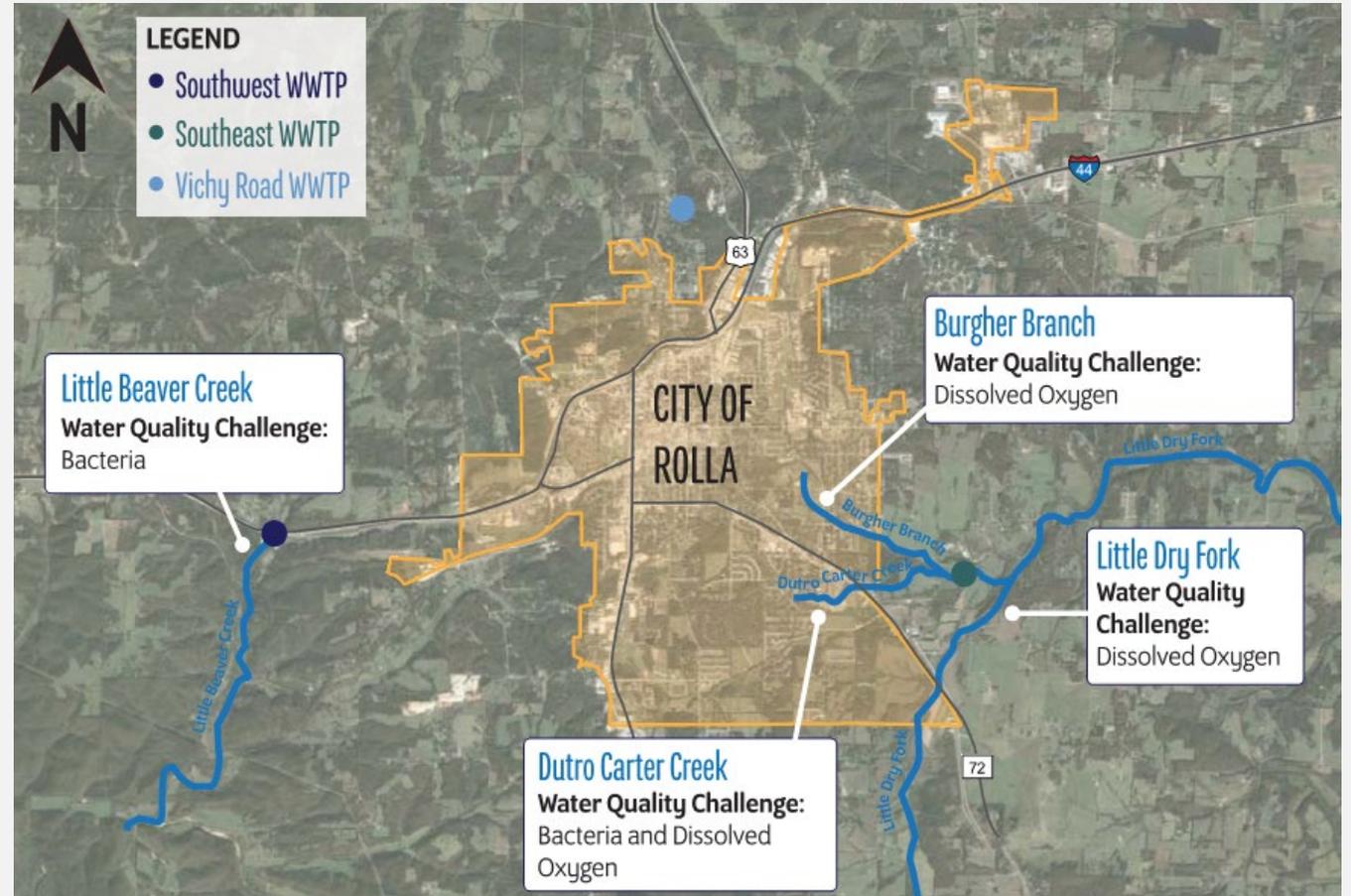
02/02/2026

## EPA's Integrated Planning Framework

*“The integrated planning approach does not remove obligations to comply with the Clean Water Act, nor does it lower existing regulatory and permitting standards, but rather recognizes the flexibilities in the Clean Water Act for the appropriate sequencing and scheduling of work.”*

# Why did the City pursue Integrated Planning in 2019?

- Wet weather compliance requirements
- More stringent permit limits
- Plan for upgrades at the City's three wastewater treatment plants (WWTP)
- Address other collection and stormwater needs
- Maintain affordable rates



# Phase 1 IMP recommendations

- Continued Collection System Investment
- Stormwater System Replacement
- Stormwater Management Program Enhancements (as needed)
- Vichy Road Wastewater Treatment Plant Upgrades
  - Increased Capacity to Serve Growth
  - Disinfection
  - Blend Wet Weather Flows
  - Plan for Nutrient Removal
- Southeast Wastewater Treatment Plant Upgrades
  - Replace Older Treatment Train
  - Blend Wet Weather Flows
  - Plan for Nutrient Removal & Biosolids Processing
- Southwest Wastewater Treatment Plant
  - Plan for Nutrient Removal

# Rolla's Phase 1 IMP was accepted by MDNR in September 2019

20  
YEAR

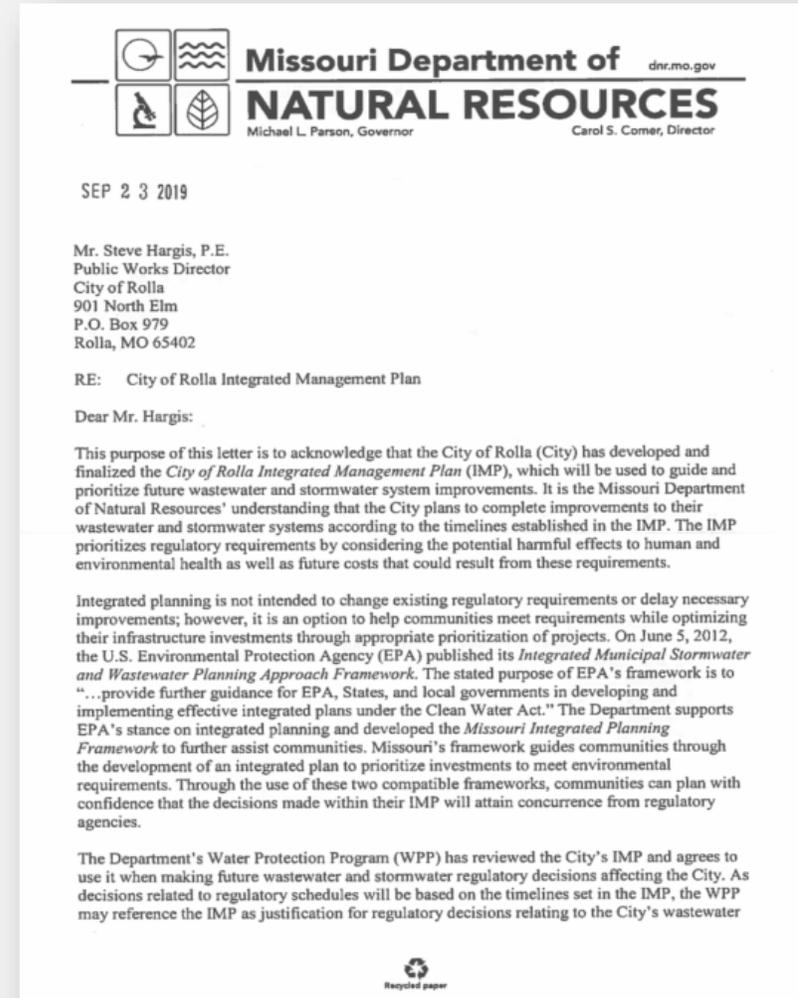
Investment Schedule

5  
YEAR

Action Plan

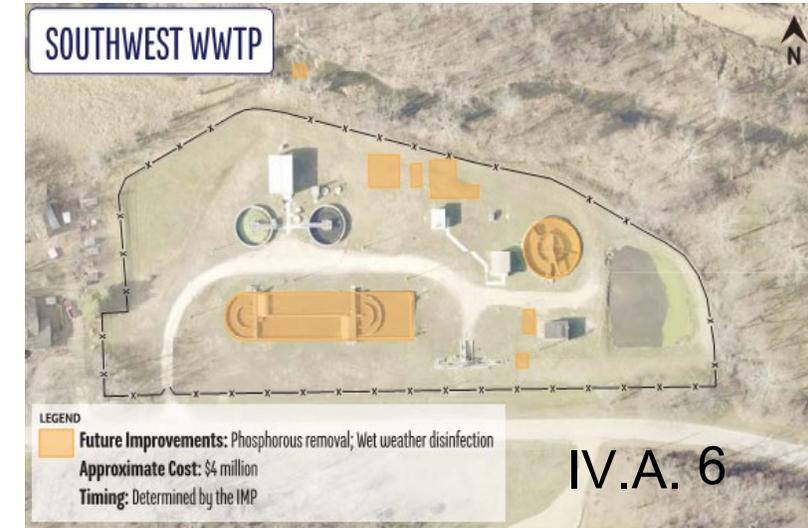
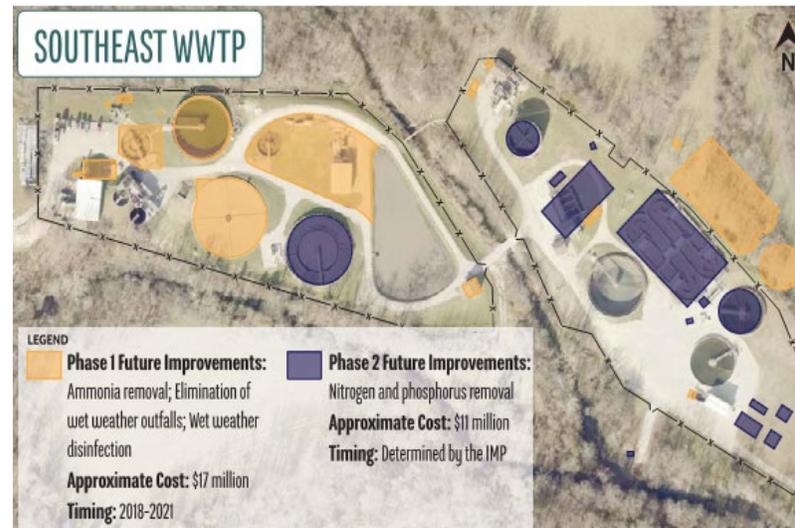
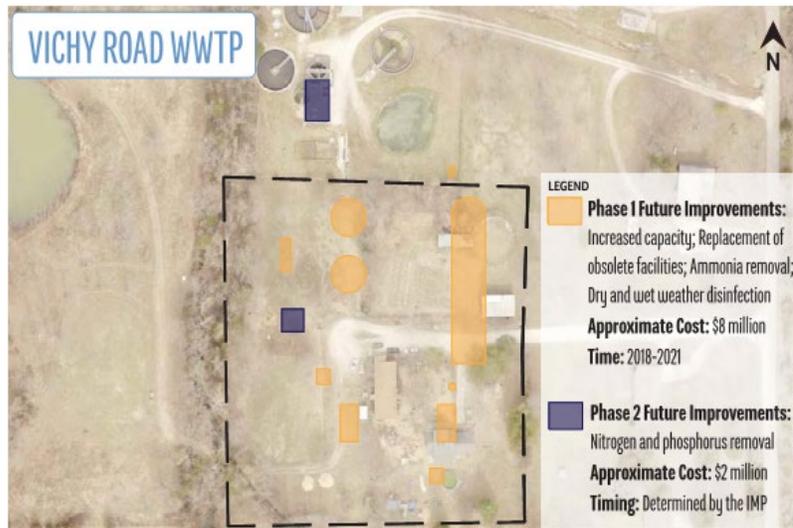
1  
YEAR

Annual Reporting  
Commitment



# Phase 2 update approach

- Continue implementing Phase 1 activities
- Targeted updates
  - Water quality
  - Treatment performance
  - Work completed since 2019
- Discharge permit coordination and negotiation with MDNR
- Draft Phase 2 IMP for review Spring 2026



# EXECUTIVE SUMMARY

The Phelps County Public Water Supply District (PWSD) No. 2 presently owns and operates numerous wastewater treatment facilities east of the City of Rolla. These treatment facilities predominantly consist of recirculating sand filters which have limited capacity to nitrify, especially when exposed to cold temperatures. Furthermore, many of the facilities are at or exceeding their design capacity. The PWSD No. 2 has approached the City of Rolla regarding the potential for regionalization of the facilities with the Rolla Southeast WWTP, which presently has 1.705 MGD reserve capacity.

The City of Rolla desires to determine the feasibility of providing wastewater services to the area southeast of the Interstate 44 – Highway V Interchange. The first priority would be to evaluate the extension of the City’s wastewater collection system to connect/regionalize several small PWSD No. 2 owned WWTF’s. By virtue of this collection system expansion, several undeveloped properties within the PWSD boundary would have potential for City sewer service. Further, the City and its economic partners have identified numerous areas located southeast of the Interstate 44 – Highway V / Hy Point Industrial Drive interchange which have potential for future commercial and/or industrial development.

Non-degrading and degrading alternatives were assessed for each service area. Non-degrading alternatives include land application wastewater and regionalization with the Rolla Southeast WWTP. Degrading alternatives include the construction of expanded or new treatment systems to meet the State of Missouri water quality standards but ultimately reduce the assimilative capacity of the facility’s receiving stream.

Each development area was evaluated to identify potential improvements necessary to provide wastewater collection and treatment. Site soil conditions were investigated to ascertain the feasibility of onsite, non-discharging treatment. The development potential for each phase was also assessed to aide in the determination of probable wastewater production rates. Finally, improvement alternatives were conceived and assessed. A summary of findings for each development area is listed below.

**Table ES-1 – Summary of PWSD No. 2 (Area I) and Development Site Evaluations**

Description	Area I- PWSD No. 2 WWTFs	Area I-PWSD No. 2 Undeveloped Areas	Area II	Area III	Area IV
Site Soils	Restrictive <sup>(1)</sup>	Restrictive <sup>(1)</sup>	Restrictive <sup>(2)</sup>	Restrictive <sup>(2)</sup>	Restrictive <sup>(2)</sup>
Developable Area, Acres	--	1,220	51.0	583.0	745.0
Wastewater Production					
-Average Daily Flow, GPD	150,358	233,996	12,291	140,406	179,617
-Peak Flow, GPM	384.0	574.0	36.0	360.8	451.00

(1) Non-discharging onsite treatment alternative implementation will be limited, with site specific evaluation required.

(2) Non-discharging onsite treatment alternatives are not feasible.

# EXECUTIVE SUMMARY

Land application of wastewater generated by each PWSD No. 2 (Area I) treatment facility was assessed. The closest available land having potential suitability for wastewater treatment was identified. Costs associated with the purchase of land, construction of a storage basin and irrigation pump station, as well as development of center pivot sprinkler infrastructure were all considered in developing the opinion of probable project cost. Land application was considered for the Phase I, Phase II and Phase III developments; however, based on the assessment of in-situ soil conditions, it was quickly identified that land application of wastewater was not feasible.

Regionalization of the PWSD No. 2 Service area (Area 1) with the Rolla Southeast WWTP was considered. To facilitate regionalization, a regional pump station would be constructed southeast of the existing PWSD Summerfield Subd WWTF. This regional pump station would convey flows south and west to the Rolla Southeast WWTP for treatment. A new gravity sewer system would then be constructed to collect flow from the existing PWSD WWTPs to the regional pump station. A 3,000 FT, 10 IN SDR-35 PVC sewer main having 48-IN DIA manholes spaced at 300 FT intervals would be constructed north along the Dailey Branch watercourse to serve the Greenelefe, Country Club Terrace and Forrest Lakes WWTFs. A 20,481 FT, 8 IN SDR-35 PVC sewer main having 48-IN manholes spaced at 300 FT intervals would be constructed west and north along the Franz Branch water course to serve the Pines, College Hills East and College Hills North WWTFs. Each trunk main would be sized to accommodate flows from the facilities, in addition to providing capacity to accept future development that might occur adjacent and accessible to the sewer main alignment.

Numerous improvements were considered for Development Areas II, III and IV. Non-degrading, non-discharging land application of wastewater was considered and determined to be technically not feasible due to the observed site soil characteristics. Non-discharging alternatives (i.e. land application) were not considered feasible due to site soil restrictions. **Regionalization with the Rolla Southeast WWTP (MO-0050652) was considered as the only feasible non-degrading alternative.**

**Table ES-2** – Alternatives Considered for Each Development Area

Description	Capital Cost	Notes
Non-degrading	Land Application	-Lagoon with center-pivot spray irrigation
	Regionalization	-Convey all wastewater to existing POTW in region
Degrading	Onsite Treatment	-Construct activated sludge or attached growth package plant at the site, discharge to a local waterbody / receiving stream.

# EXECUTIVE SUMMARY

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For the Development Area II site, the regionalization option consisted of the construction of a pump station and force main which would discharge to existing force main infrastructure located near the intersection of County Road 3060 and the Hy Point Industrial Drive. For the Area III and Area IV regionalization alternatives, pump stations would be constructed at each development site which would discharge to a regional gravity sewer alignment. The regional gravity sewer would convey all flow to the regional pump station and gravity sewer system established for PWSD No. 2 regionalization effort. The regional pump station peak flow capacity can be increased to accommodate the additional flow via the transition of the pump station from a duplex to quadraplex configuration.

Degrading alternatives were also considered for each the Development Area III and Area IV sites. The primary degrading alternative considered consisted of a discharge onsite prefabricated treatment system (attached or suspended growth). A summary of the anticipated project costs is provided below in Table ES-2.

**Table ES-3 – Summary of Probable Project Costs for Improvement Alternatives**

Alternative	Opinion of Probable Project Cost
PWSD No. 2 Land Application	\$11,560,822
PWSD Regionalization	\$11,600,400
PWSD No. 2 Degrading Alternative	To be assessed via future evaluation
<hr/>	
Area II Land Application	--
Area II Regionalization	\$603,000
<hr/>	
Area III and Area IV Land Application	--
Area III and Area IV Regionalization	\$6,005,600
Area III and Area IV Degrading Alternative	\$14,968,800

# EXECUTIVE SUMMARY

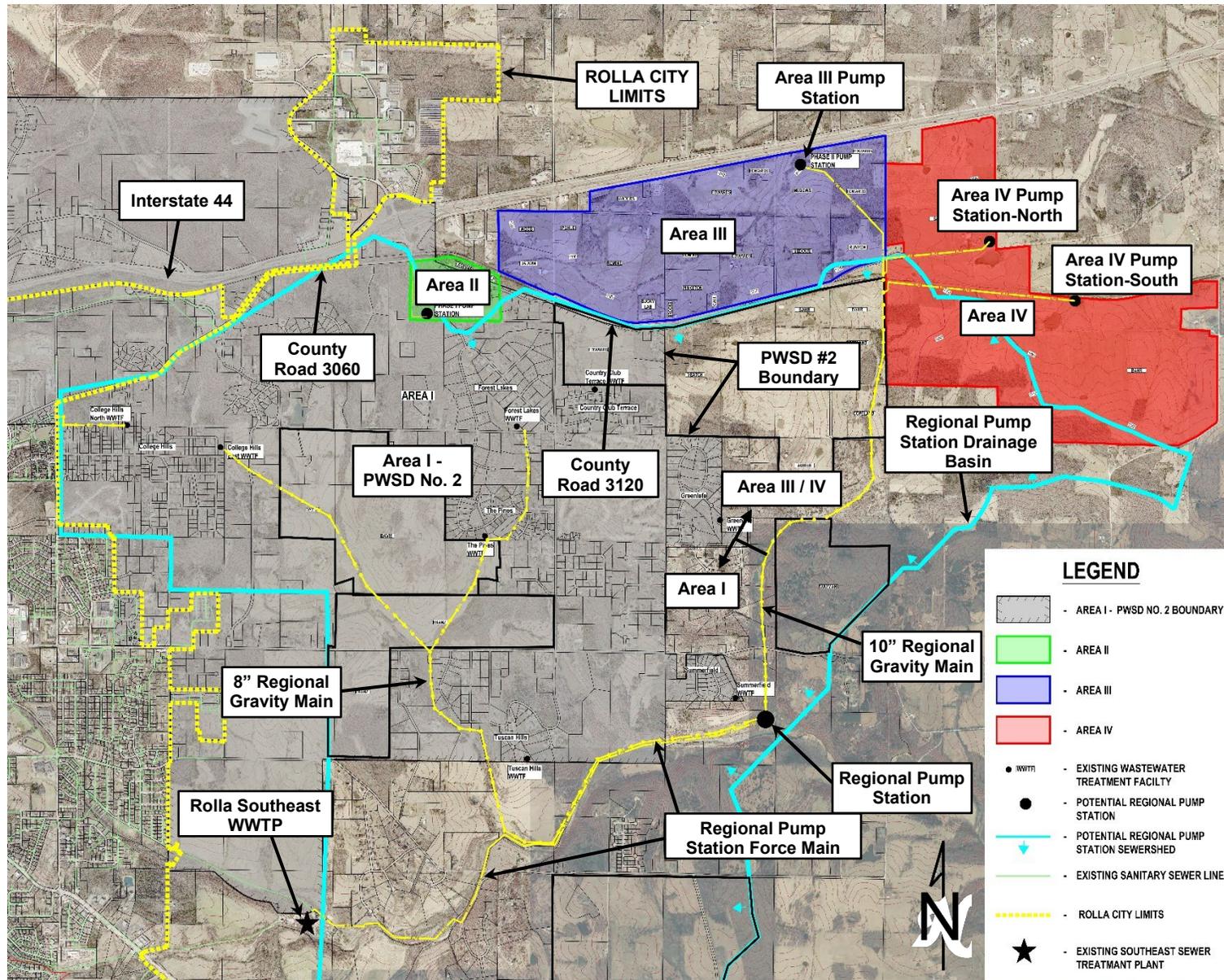


Figure ES-1 – Regionalization alternatives for the conveyance of Area I, II, III and IV wastewater to the Rolla Southeast WWTP.

IV.B.4



Report to:  
**ROLLA CITY COUNCIL**

Case No.: ZON25-07

**MEETING DATE:** February 2, 2026

**DEPARTMENT:** Community Development

**ACTION REQUESTED:** Final Reading

**SUBJECT:** Map Amendment (rezoning): Property located on the 800 Block of Lanning Lane from the R-1, Suburban Residential district to the C-1, Neighborhood Commercial district

**PRESENTED BY:** Dawn Bell, Community Development Director

**ATTACHMENTS:** Public Notice Letter; Letter of Request; Ordinance

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**Application and Notice:**

Applicant - Brenda and Christopher Weiler c/o Kelsey Saviano  
Owner - Erik and Brian Siek  
Public Notice - Letters mailed to property owners within 300 feet; Legal ad in the Phelps County Focus; signage posted on the property; [The City of Rolla](#)

**Background:** The applicant seeks to rezone the subject property to allow for development of the property for a dance studio.

**Property Details:**

Current zoning - R-1, Suburban Residential; to be rezoned to C-1, Neighborhood Commercial  
Current use - Vacant/undeveloped  
Proposed use - Commercial  
Land area - 6.98 acres

**Public Facilities/Improvements:**

Streets - The subject property has access to Lanning Lane, a Collector Street.  
Sidewalks - A sidewalk is located across the street on Lanning Lane. A sidewalk along the property frontage may be required with development, but could be waived.  
Utilities - The subject property should have access to all needed utilities, however, access to sewer will be via a private lateral pumped to the city sewer.

**Comprehensive Plan:** The Comprehensive Plan designates the east portion of the property as being appropriate for Medium Density Residential uses, and the west portion for Low Density Residential uses. The higher density residential is intended to act as a buffer to the commercial areas to the east.

**Discussion:** The subject property is located adjacent to commercial properties along Hwy 63. The proposed C-1, Neighborhood Commercial zoning is intended to serve as a buffer between higher intensity commercial uses and residential uses, similarly to the multi-family uses suggested by the Comprehensive Plan.

The applicant only intends to develop the portion of the property adjacent to Lanning Lane. The Planning and Zoning Commission recommended only rezoning the east portion of the property to match the division of the property shown on the Comprehensive Plan.

**Recommendation:**

The Rolla Planning and Zoning Commission conducted a public hearing on January 13, 2026 and voted 6-0 to recommend the City Council approve the request for a portion of the property.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO APPROVE THE RE-ZONING OF PROPERTY GENERALLY LOCATED AT THE 800 BLOCK OF LANNING LANE FROM THE R-1, SUBURBAN RESIDENTIAL DISTRICT TO THE C-1, NEIGHBORHOOD COMMERCIAL DISTRICT**

**( ZON25-07 )**

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

**WHEREAS**, a public notice was duly published in the Phelps County Focus for this according to law which notice provided that a public hearing would be held at Rolla City Hall, 901 N. Elm, Rolla, Missouri; and

**WHEREAS**, the City of Rolla Planning and Zoning Commission met on January 13, 2026 and recommended the City Council approve the rezoning of the subject property; and

**WHEREAS**, the Rolla City Council, during its January 20, 2026 meeting, conducted a public hearing concerning the proposed rezoning to hear the first reading of the attached ordinance;

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

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

**SECTION 1:** That the Zoning and Subdivision Regulations Ordinance No. 4762, Chapter 42 of the Code of the City of Rolla, Missouri which zoning ordinances adopts zoning regulations, use districts, and a zoning map in accordance with the Comprehensive Plan is hereby amended by changing the zoning classification of the following property situated within the City of Rolla, Missouri, from R-1 (Suburban Residential) to C-1 (Neighborhood Commercial) Zoning described as follows:

A portion of Songbird Subdivision, Lot 3, City of Rolla, Phelps County, Missouri described as follows:

Beginning at the southeast corner of said Lot 3, thence west along the south boundary of said Lot 3 to a point being the southeast corner of Lot 2 of Songbird Subdivision, thence north along the boundary between said Lots 2 and 3 to the northeast corner of said Lot 2, thence continuing north along the same bearing to a point on the north boundary of said

Lot 3, thence east along the north boundary of said Lot 3 to the northeast corner of said Lot 3, thence south along the east boundary of said Lot 3 to the point of beginning.

The remainder of the property is intended to remain zoned R-1, Suburban Residential.

**SECTION 2:** This Ordinance shall be in full force and effect from and after the date of its passage and approval.

**PASSED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI AND APPROVED BY THE MAYOR THIS 2<sup>ND</sup> DAY OF FEBRUARY, 2026.**

APPROVED:

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Counselor



573-326-4495 | [stonecrestdancecenter@yahoo.com](mailto:stonecrestdancecenter@yahoo.com)

**To the City of Rolla (Community Development):**

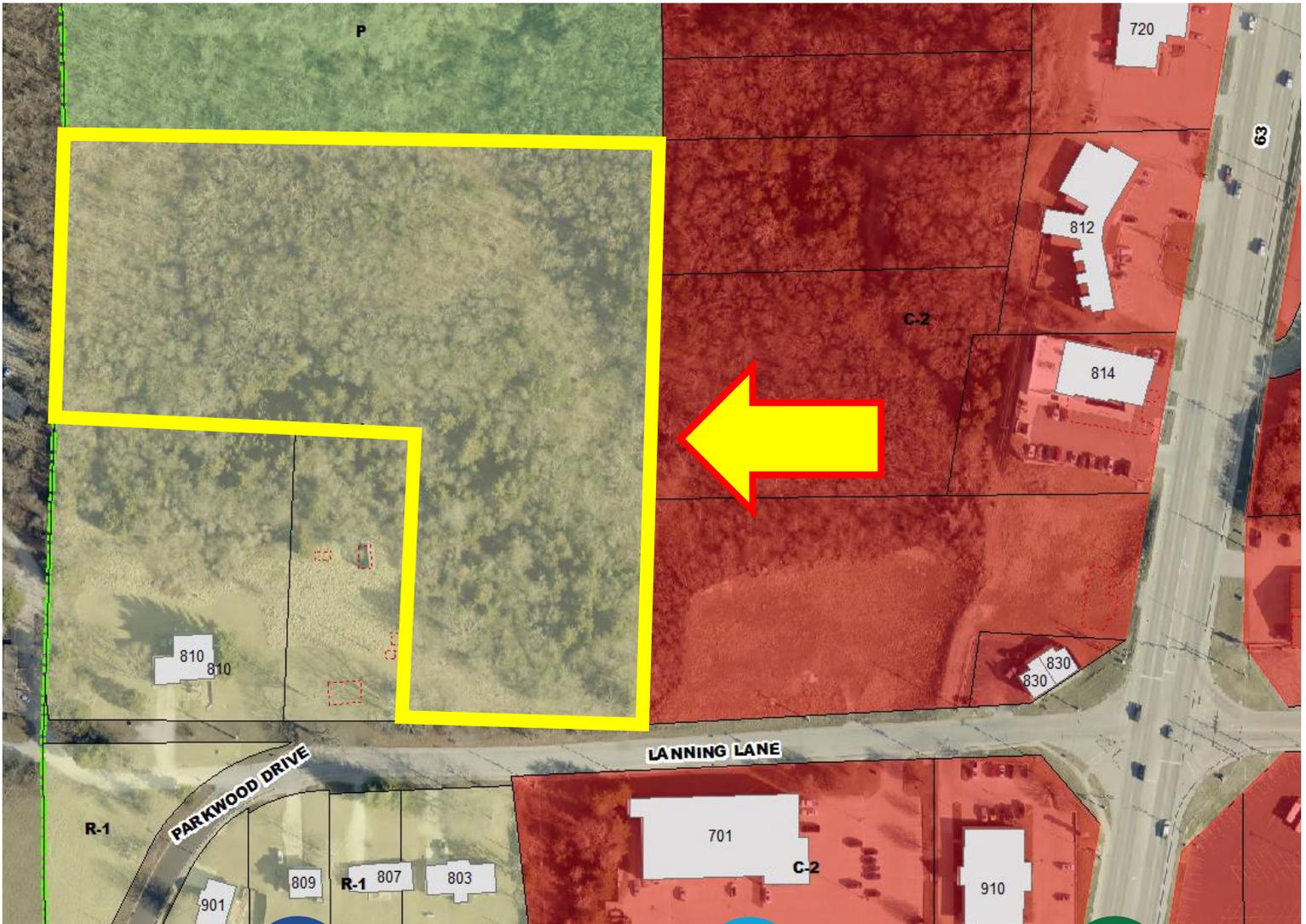
The request to rezone the Lanning Ln property from R-1 to C-1 would allow for a neighborhood friendly business to be built on the property in the near future. Given Rolla's recent continued growth, an additional commercial property would benefit the city for the long-term and keep locally owned business inside the city limits. The intent for this property is a new constructed building to provide for the anticipated growth and expansion of StoneCrest Dance Center, which has operated and provided service in our community for 12 years. StoneCrest offers dance classes for children and adults of all ages, all abilities, and has expanded their community outreach programs in recent years by donating performance time, goods and services. We are proud to serve our community and look forward to being a positive, healthy outlet for families for decades to come.

Sincerely,

**Kelsey Saviano**

**Owner**

**StoneCrest Dance**



**Project Information:**

Case No: ZON25-07  
 Location: 800 Block of Lanning Lane  
 Applicant: Kelsey Saviano  
 Request:  
 Rezoning from R-1, Suburban Residential to  
 C-1, Neighborhood Commercial



**Public Hearings:**

Planning and Zoning  
 Commission  
**January 13, 2026**  
**5:30 PM**  
 City Hall: 1<sup>st</sup> Floor  
  
 City Council  
**January 20, 2026**  
**6:30 PM**  
 City Hall: 1<sup>st</sup> Floor



**For More Information Contact:**

Tom Coots, City Planner  
 tcoots@rollacity.org  
  
 (573) 426-6974  
 901 North Elm Street  
 City Hall: 2<sup>nd</sup> Floor  
 8:00 – 5:00 P.M.  
 Monday - Friday



**Who and What is the Planning and Zoning Commission?**

The Planning and Zoning Commission is an appointed group of citizens from Rolla who are charged with hearing and deciding land use applications, such as zoning and subdivisions. The Commission takes testimony and makes a recommendation to the City Council.

**What is a Rezoning (Map Amendment)?**

A Rezoning is a request to change the zoning of a property from one zoning district to another. Usually a rezoning would allow for a property to be used differently than in the past, or may allow for development or redevelopment.

**What is Zoning?**

The City of Rolla has adopted zoning regulations that divide the city into separate areas that allow for specified uses of property. For example, generally only residential uses are allowed in residential zones; commercial uses in commercial zones; etc..

**How Will This Impact My Property?**

Each case is different. Adjacent properties are more likely to be impacted. Please contact the Community Development Office at (573) 426-6974 if you have any questions.

**What If I Have Concerns About the Proposal?**

If you have any concerns or comments, please try to attend the meeting. You may learn details about the project at the meeting. You will be given an opportunity to ask questions or make comments.

You do have the right to gather signatures for a petition. If a petition is received by 30% of the land owners (by land area) within 185 feet of the subject property, such request would require approval of 2/3 of the City Councilors. Please contact the Community Development Office for a property owner list.

**What If I Cannot Attend the Meeting?**

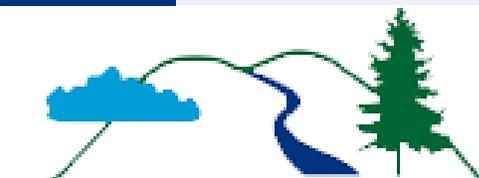
Please try to attend the meeting if you have any questions or concerns. However, if you are unable to attend the meeting, you may provide written comments by letter or email. These comments will be presented to the Board.

**What If I Have More Questions?**

Please contact the Community Development Office if you have any additional questions.

**LEGAL DESCRIPTION**

Songbird Subdivision, Lot 3,  
City of Rolla, Phelps County,  
Missouri







## CITY COUNCIL AGENDA

**DEPARTMENT:** Public Works

**ACTION REQUESTED:** Ordinance Final

**SUBJECT:** Airport Taxiway Rebid Agreement

**PREPARED BY:** Darin Pryor

**ATTACHMENTS:** Ordinance/Agreement No. 5

**(CASE/PROJECT #)**

**MEETING DATE:** February 2, 2026

---

**Overview:** Staff has negotiated a supplemental agreement with Woolpert, Inc. for rebid/redesign services for the taxiway project at the Rolla National Airport. The agreement would change the design from a full reconstruction of the taxiway to a partial reconstruction. The agreement also covers the re-bidding phase of the contract.

**Background information:** Council approved an agreement with Woolpert Inc in June of 2024 for design services for the taxiway reconstruction at the Rolla Nation Airport. Bids for the reconstruction were opened on 9-30-25. One bid was received and was significantly over the engineer's estimate. Due to the high sole bid, this project requires a redesign and rebid to cut down the scope of work to fit the budget.

**Fiscal considerations:** The cost for the rebid/redesign was not included in the budget but will be offset with a 95% matching grant at a future date.

**Recommendation:**

Staff is requesting the first reading of the ordinance authorizing the mayor to enter into the supplemental agreement with Woolpert, Inc. for \$49,415.00.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI AN AVIATION CONSULTANT SUPPLEMENTAL AGREEMENT NO. 5 BETWEEN THE CITY AND WOOLPERT, INC.

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

Section 1: That the Mayor of the City of Rolla, Missouri be and is hereby authorized and directed to execute on behalf of the City of Rolla, Missouri An Aviation Project Consultant Supplemental Agreement No. 5 between the City of Rolla, Missouri and Woolpert, Inc, a copy of said agreement being attached hereto and marked Exhibit A.

Section 2: This ordinance will be full force and effect from and after the date of its passage and approval.

PASSED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI AND APPROVED BY THE MAYOR THIS 2ND DAY OF FEBRUARY 2026.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY COUNSELOR

EXHIBIT A

Airport Name: Rolla National  
Project No.: 23-056A-1  
County: Maries/Phelps

**AVIATION PROJECT CONSULTANT SUPPLEMENTAL AGREEMENT NO. 5  
REBID/REDESIGN SERVICES**

THIS SUPPLEMENTAL AGREEMENT NO. 5 for Rebid/Redesign Services is entered into by the City of Rolla (hereinafter, "Sponsor") and Woolpert, Inc.(hereinafter, "Consultant").

WITNESSETH:

WHEREAS, the Sponsor and the Consultant entered into an Agreement on November 28, 2023, to accomplish a project at the Rolla National Airport, (hereinafter, "Original Agreement"); and

WHEREAS, the Sponsor and the Consultant now desire to enter into Supplemental Agreement No. 5 to otherwise complete, extend or continue the Original Agreement as provided herein.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and representations contained herein the parties agree as follows:

(1) SCOPE OF SERVICES:

(A) The Services to be provided by the Consultant under Supplemental Agreement No. 5 are additional services which are beyond the scope of services provided in the Original Agreement. These additional professional services are generally described and defined in Section (17) of the Original Agreement and Exhibit II – SA3, which is attached hereto and incorporated herein by reference.

(2) FEES AND PAYMENTS:

(A) The Consultant shall be reimbursed in accordance with Section (8)(State) or (9)(Federal) of the Original Agreement.

(B) The costs of Supplemental Agreement No. 5 shall be in addition to the cost of the Original Agreement.

(C) The lump sum fee and maximum amount payable included in Section (9) of the Original Agreement are hereby modified for Supplemental Agreement No. 5 to be cost plus fixed fee not to exceed as follows:

	ORIGINAL AMOUNT	SUPPLEMENTAL AGREEMENT NO. 1	SUPPLEMENTAL AGREEMENT NO. 2	SUPPLEMENTAL AGREEMENT NO. 3	SUPPLEMENTAL AGREEMENT NO. 4	SUPPLEMENTAL AGREEMENT NO. 5	TOTAL
Fixed Fee	\$0.00	\$0.00	\$0.00	\$12,500.00	\$4,500.00	\$0.00	\$17,000.00
Max. Fee Payable	\$45,558.00	\$239,692.00	\$18,980.00	\$278,868.00	\$37,761.00	\$49,415.00	\$620,859.00

(D) Estimated costs for the services in Supplemental Agreement No. 5 are defined in Exhibit IV – SA5 and Exhibit V – SA5, which are attached hereto and incorporated herein by reference.

(3) PERIOD OF SERVICE: Exhibit VI, Performance Schedule, of the Original Agreement is hereby revised to include time for the performance of these additional services. The projected completion date is revised to December 31, 2026, which includes time for performance of all remaining services in the Original Agreement and the services in Supplemental Agreement No. 5 and submittal of all deliverables.

(4) DISADVANTAGED BUSINESS ENTERPRISE (DBE) REQUIREMENTS:

(A) DBE Goal: The following DBE goal has been established for this Supplemental Agreement No. 5. The dollar value of services and related equipment, supplies, and materials used in furtherance thereof which is credited toward this goal will be based on the amount actually paid to DBE firms. The goal for the percentage of services to be awarded to DBE firms is 0% of the total Supplemental Agreement No. 5 dollar value.

(B) DBE Participation Obtained by Consultant: The Consultant has obtained DBE participation, and agrees to use DBE firms to complete 0% of the total services to be performed under this Supplemental Agreement No. 5 by dollar value. The DBE firms which the Consultant shall use, and the type and dollar value of the services each DBE will perform, is as follows:

DBE FIRM NAME, STREET AND COMPLETE MAILING ADDRESS	TYPE OF DBE SERVICE	TOTAL \$ VALUE OF THE DBE SUBCONTRACT	CONTRACT \$ AMOUNT TO APPLY TO TOTAL DBE GOAL	% OF SUBCONTRACT \$ VALUE APPLICABLE TO TOTAL GOAL
n/a	n/a	n/a	n/a	n/a

(5) SUBCONSULTANTS:

(A) The Consultant agrees that except for those firms and for those services listed below, there shall be no transfer of engineering services performed under this Supplemental Agreement No. 5 without the written consent of the Sponsor. Subletting, assignment, or transfer of the services or any part thereof to any other corporation, partnership, or individual is expressly prohibited. Any violation of this clause will be deemed cause for termination of this Supplemental Agreement No. 5.

Exceptions (Subconsultant Information):

FIRM NAME	COMPLETE ADDRESS	NATURE OF SERVICES
n/a	n/a	n/a

(6) ORIGINAL AGREEMENT: Except as otherwise modified, amended, or supplemented by this Supplemental Agreement No. 5, the Original Agreement between the parties shall remain in full force and effect and the terms of the Original Agreement shall extend and apply to this Supplemental Agreement No. 5.

IN WITNESS WHEREOF, the parties have entered into this Supplemental Agreement No. 5 on the date last written below.

Executed by the Consultant this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Executed by the Sponsor this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

CONSULTANT:  
Woolpert, Inc.

SPONSOR:  
City of Rolla

By \_\_\_\_\_

By \_\_\_\_\_

Title Vice President

Title Mayor

ATTEST:

ATTEST:

By \_\_\_\_\_

By \_\_\_\_\_

Title Project Manager

Title City Clerk

**EXHIBIT II – SA5**  
**SCOPE OF SERVICES**

**SCOPE OF WORK  
FOR  
ROLLA NATIONAL AIRPORT  
VICHY, MO  
MoDOT PROJECT NO. 23-056A-1  
TAXIWAY A RECONSTRUCTION AND TAXIWAY CONNECTOR REHABILITATION  
AND TAXIWAY LIGHTING REHABILITATION  
DESIGN SERVICES-REDESIGN & REBID  
SUPPLEMENTAL AGREEMENT NO. 5**

This is an Appendix attached to, made a part of and incorporated by reference with the professional services agreement dated April 17, 2019, between Rolla National Airport and Woolpert, Inc. for providing professional services. For the remainder of this scope the Rolla National Airport is indicated as “Sponsor” and Woolpert, Inc., is indicated as “Engineer.” The expected construction portion of this project will consist of the Taxiway A reconstruction and taxiway connector rehabilitation. The construction budget for this project is approximately \$1,500,000. This construction budget does not include administrative, legal, or professional fees.

This project shall consist of preparing Construction Plans, Contract Documents, Technical Specifications, and Engineer’s Design Report, along with Bidding, Design Survey for the Taxiway A Reconstruction and Taxiway Connector Rehabilitation Project and the Taxiway Lighting Rehabilitation Project. This scope of work is for the consulting services provided by the Engineer for the Sponsor. See Exhibit No. 1 below for the project location. In this scope of work, the blue-highlighted text identifies items pertaining to Supplemental Agreement No. 5 for redesign and rebid. The unhighlighted portions represent the original scope of work, along with underdrain items previously added under Supplemental Agreement No. 3.

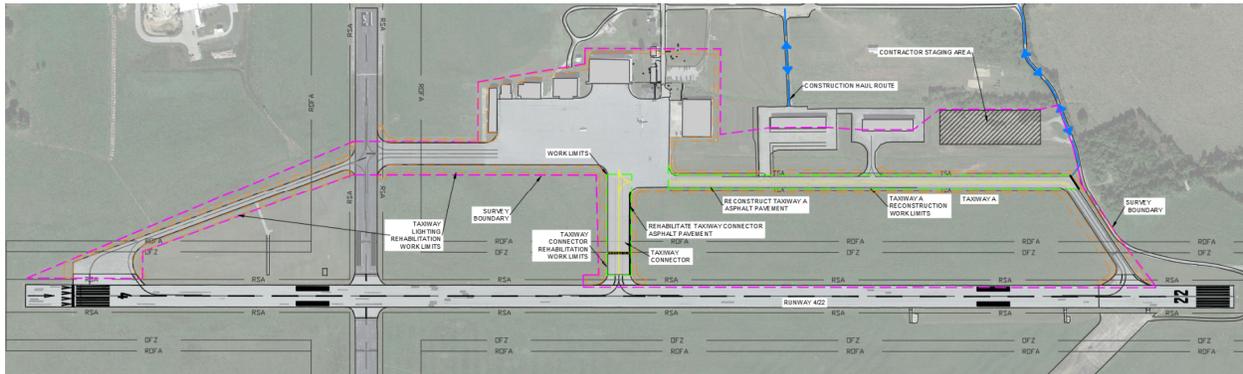


EXHIBIT NO. 1

**DESCRIPTION**

The Taxiway A Reconstruction and Taxiway Connector Rehabilitation project will consist of approximately 15,215 square yards of asphalt pavement removal (Approximately 10,100 square yards of full depth removal for Taxiway A and 5,115 square yards of partial depth removal for the taxiway connector). The lighting Taxiway Lighting Rehabilitation will consist of placing new LED taxiway edge lights along the airport’s taxiways and back to the vault. Due to the high sole bid, this project requires a redesign and rebid to cut down the scope of work to fit the Sponsor’s budget. This work will involve narrowing the work area of the taxilane to address the heave locations as well as adding another schedule in case funding allows for additional area. This will also include removing the phasing for access to the t-hangars to eliminate

disruption and additional costs to construction. To open the project up for more competitive bids, MoDOT has allowed some specifications to utilize MoDOT highway specifications.

Approximately 40 acres will be topographically surveyed to determine the existing grades and infrastructure located within the project area. The area is indicated on the EXHIBIT NO. 1 and consists of capturing the edge of Runway 4/22 that aligns with Taxiway A, part of the apron, capturing the edge of the nearest buildings, contractor staging area, and extending at least 25' past the work limits. This survey includes the taxiway lighting for the future taxiway lighting project bid package.

Design work will be broken out into bid packages to be constructed in a phased approach to maintain an operational airport and to align with available funding for construction. These will be separated into construction document packages for bidding as follows to align with anticipated funding:

- Bid Package No. 1 – Taxiway A Reconstruction and Taxiway Connector Rehabilitation

The second bid package will be designed to 100%, but bid in the future based on available funding:

- Bid Package No. 2 – Taxiway Lighting Rehabilitation

The engineering fees for this project will be broken into two parts. **Part A-Basic Services** includes; 1) Preliminary Design Phase, 2) Design Phase, 3) Bidding Phase, and Reimbursable Costs During Design and Bidding and **Part B-Special Services**, which includes; 4) Design Survey Phase and Reimbursable Costs During Survey. Additional services that will be completed by subconsultants to the Engineer, including the proposed geotechnical investigation will also be included under **Part B-Special Services**. Parts A and B and the four phases are described in more detail below.

**PART A - BASIC SERVICES** consists of the Preliminary Design Phase, Design Phase, and Bidding Phase, all invoiced on a lump sum basis.

### **1.0 Preliminary Design Phase**

**1.01 Coordinate and Attend Meetings with the Sponsor and MoDOT.** Meetings with the Sponsor and the MoDOT will take place to determine critical project dates, establish the proposed design schedule and AIP development schedule, review environmental component(s), determine the feasibility of the proposed project and to establish the need for topographical surveying, pavement investigation and/or geotechnical testing. Various meetings during the design phase will also be conducted to review the progress of the design, discuss construction details and proposed time frame of construction and identify any special requirements for the project.

**1.02 Prepare Project Scope of Work and Contract.** This task includes establishing the scope of work through meetings outlined above. Fees will be negotiated with the Sponsor and may be subject to an independent fee estimate conducted by a third party hired by the Sponsor. This task also includes drafting the contract for the work to be completed by the Engineer for the Sponsor once negotiations are complete.

**1.03 Prepare Preliminary Cost Estimating.** This task includes creating a preliminary construction rough order of magnitude (ROM) cost estimate, a preliminary working days estimate, a preliminary overall project schedule, and a preliminary overall project budget. The preliminary construction ROM cost estimate will be based upon the most current information available at the time of preparation. Work to refine these estimates is included under Task 2.14.

**1.04 Provide Project Coordination.** The Engineer shall provide project management and coordination services to ensure the completion of the design. These duties include:

- Time the Engineer spends planning, organizing, securing and scheduling resources, and providing instruction to staff to meet project objectives as defined in the approved scope of work.
- The Engineer will analyze the budget semi-monthly to ensure budget and staffing needs are on track to meet design schedules within budget.
- Additional items to be accomplished include compiling and sending additional information requested from the office to related parties, maintaining project files as necessary and other items necessary in day-to-day project coordination.
- The Engineer will prepare and submit monthly invoicing.

The Engineer will complete the following tasks:

- Provide the Sponsor with a monthly Project Status Report (PSR), in writing, reporting on Engineer's progress and any problems that may arise while performing the work. The PSR must include an update of the project schedule, as described in this section, when schedule changes are expected.
- Submit for acceptance and maintain, a design schedule detailing the scheduled performance of the work.
- Create and maintain a Quality Control Checklist (QCC) for the project. The QCC shall include personnel, project milestone checking and peer review procedures at each phase of the project.

**1.05 Review Existing Documents.** The Engineer will gather and review existing available documentation that may be relevant to the project, including, but not limited to, record drawings (as-builts), design reports, final reports, utility reports/maps and previous surveys. The Engineer may use relevant information from this review to coordinate the design and topographical survey for the project.

**1.06 Coordinate Topographical Survey.** This task includes preparing the requirements, establishing the limits of the survey area and scheduling time for the survey to be completed. Survey will be performed in-house under Task 4.01. The Project Manager is expected to visit the project site to coordinate the survey activities with the Sponsor and the survey team.

**1.07 Coordinate Geotechnical Investigation.** This task includes preparing the requirements for soils testing, establishing the limits of work, and scheduling a time for testing to be completed. The requirements of the geotechnical investigation shall be established in accordance with FAA AC 150/5320-6 (current edition), *Airport Pavement Design and Evaluation*. Negotiating with the geotechnical engineering firm for a cost to perform the work.

**1.08 Prepare Federal Grant Application.** This task consists of preparing the federal grant application. The application will be submitted during the initial portion of the project. Preparation of the application includes the following:

- Prepare project funding summary.
- Prepare program narrative, discussing the purpose and need of the work and the method of accomplishment.
- Project sketch (8.5" x 11").

- Include preliminary cost estimate.
- Include the Sponsor’s certifications.
- Attach the current grant assurances.
- Include DOT Title VI assurances.
- Include certification for contract, grants and cooperative agreements.
- Include current FAA advisory circulars required for use in AIP funded projects.

The Engineer shall submit the grant application to the Sponsor for approval and signatures. After obtaining the necessary signatures, the Sponsor or Engineer shall forward a copy of the signed application to the FAA for further processing.

**1.09 Prepare Environmental Documentation.** The FAA has determined that a simple written Categorical Exclusion (CATEX) applies to the project according to FAA orders 1050.1F and 5050.4B. The Engineer shall prepare a simple written CATEX for the project. An overall environmental exhibit, if applicable, will be created as part of this scope of work, approved by the FAA, and referenced throughout the project.

**1.10 Prepare Disadvantaged Business Enterprise (DBE) Goal.** The Engineer will prepare the various MoDOT required documentation. The Engineer will submit the work sheets to MoDOT External Civil Rights for establishing the DBE goal.

TASK 1 DELIVERABLES	TO MoDOT	TO SPONSOR
1.01 Meeting Agendas, AIP Development Schedule and Meeting Minutes from Pre-Design Meeting	✓	✓
1.02 Scope of Work and Draft Contract for the Sponsor	✓	✓
1.03 Preliminary Cost Estimate	✓	✓
1.04 Design Schedule, PSR, and Monthly Invoicing		✓
1.08 Federal Grant Application	✓	✓
1.09 Environmental Documentation	✓	✓
1.10 DBE Goal	✓	✓

TASK 1 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
1.01 Scoping Meeting, Pre-Design Meeting, Coordination Meetings	<ul style="list-style-type: none"> <li>• Vichy, MO One (1) Program Director,(1) Senior Project Manager, and (1) Project Manager Assume three one (1) hour via teleconference (3 meetings) and two eight (8) hour day site visits (2 meetings)</li> <li>• Assume travel to /from Jefferson City to Vichy, MO</li> <li>• Assume this includes preparing meeting agenda and meeting minutes for each meeting</li> </ul>
1.02 Prepare Project Scope of Work and Contract	<ul style="list-style-type: none"> <li>• Vichy, MO One (1) Program Director one (1) Project Manager and two eight (8) hour day site visits (2 meetings)</li> <li>• Assume travel to /from Jefferson City to Vichy, MO Assume this includes preparing meeting agenda and meeting minutes for each meeting</li> </ul>

## **2.0 Design Phase**

**2.01 Analyze Topographic Survey Data.** This task includes analyzing the topographical survey data and preparing the data for use with computer modeling. This will include the following tasks:

- Generate three-dimensional contour model from TIN surface model.
- Prepare and process data for spot elevations, grading and/or paving cross sections.

This task includes analyzing the Taxiway A and Taxiway Connector safety area topographical survey and object inventory data. This will include the following tasks:

- Conduct safety area topographical survey and object inventory.
- Prepare exhibit(s) (plan view of safety area with spot elevations/longitudinal and transverse gradients/dimensions, location/description of objects; etc.) and associated narrative with analysis (compliance with current standards vs. non-compliance with current standard(s)).
- If a non-standard determination is made by the FAA, assist Sponsor with alternative analysis preparation and presentation per the referenced FAA guidance above.

**2.02 Analyze Geotechnical Investigation Data.** This task includes analyzing the geotechnical investigation. This will include the following tasks:

- Review Geotechnical Engineer recommendations.
- Determine appropriate data for the pavement design form(s).
- Input data for computer modeling with topographical survey data.
- Prepare soil information for incorporation on the construction plans.
- Review geotechnical investigation recommendations for reconstruction or rehabilitation.

**2.03 Prepare Pavement Design.** After receiving the geotechnical investigation data, the Engineer will analyze the data and prepare a proposed pavement section using current FAA design software (FAARFIELD). In addition to determining the proposed pavement section for the current and anticipated traffic, a pavement classification rating (PCR) analysis will be performed in accordance with FAA Advisory Circular (AC) 150/5335-5 (Current Edition), *Standardized Method of Reporting Airport Pavement Strength – PCR*, to determine the runway PCR classification based on the expected fleet mix. The Engineer will submit the FAARFIELD computer printouts with a narrative to the FAA. The following tasks will be completed:

- Determine appropriate data for pavement design.
- Input data for computer modeling with topographical survey data.
- Prepare an exhibit showing the existing pavement and base course thickness.
- Determine areas of existing pavement to be removed and replaced.
- Prepare pavement and soils information for incorporation on the construction drawings.
- Verify elevation of water table.
- Compile the current airport fleet mix.
- Input data into FAARFIELD.
- Run pavement design scenarios.
- Analyze output from FAARFIELD.
- Select preferred pavement section.
- Compare pavement section to FAA Advisory Circular (AC) 150/5320-6 (Current Edition), *Airport Pavement Design and Evaluation*.
- Verify frost design method.

- Verify overexcavation requirements (if needed).
- Verify optimum moisture content for subgrade preparation.
- Analyze underdrain layout.
- Analyze the pavement design with MoDOT material in lieu of P-401 and P-208 federal specifications.

**2.04 Prepare Existing Utility Inventory.** This task includes reviewing record drawings and consulting with the Sponsor and local utility companies to identify all utilities within the project site. The Construction Plans will include, to the maximum extent possible, the surveyed locations of observable utility features and the locations identified by utility locates.

**2.05 Prepare Preliminary Contract Documents.** This task includes preparing the Preliminary Contract Documents, including Contract Proposal, Bid Bond, Contractor Information Sheet, Subcontractor/Material Supplier List, Disadvantaged Business Utilization Commitment, DBE Participation Form, Certification of Non-Segregated Facilities, Equal Employment Opportunity Report Statement, Buy America Certification, Buy America Waiver Request, Buy America Conformance Listing, Bid Proposal, Contract, Payment Bond, Performance Bond, Notice of Award, Notice to Proceed, Notice of Contractor's Settlement, General Provisions, FAA AC 150/5370-2 (Current Edition), *Operational Safety on Airports During Construction*, and Wage Rates. The wage rates will be updated at the time of advertisement to reflect the most current wage rates available. Preparation will include establishing the location for the bid opening, dates for advertisement and description of the work schedule. Also included in the Preliminary Contract Documents, and covered under separate tasks below, are the Construction Safety and Phasing Plan, Technical Specifications, and Special Provisions. Preliminary Contract Documents will be prepared as early as possible during the design phase and submitted to the Sponsor for review. This will include the addition of the underdrain schedule in the quantity table as well as throughout the contract documents. This will include updating the project schedule and quantity table as well as preparing the documents to match the redesign for the rebid.

**2.06 Prepare Construction Safety and Phasing Plan (CSPP).** This task includes meeting with the Sponsor to discuss the current operations of the airport to assist in determining how the proposed construction phasing of the project will affect these operations. From these meetings, a complete Construction Safety and Phasing Plan (CSPP) will be developed to ensure safety compliance when coordinating construction activities and airport operations. The CSPP will be developed in accordance with the requirements of FAA AC 150/5370-2 (Current Edition), *Operational Safety on Airports During Construction*. A construction phasing plan that meets the requirements of the AC and operational needs of the airport will be developed and included in the Contract Documents. This plan will also identify any nighttime work, continuous working times, or other unusual conditions that could affect the Contractor's normal progress on the project. The draft CSPP will be submitted at 60% complete and at 90% complete for MoDOT review. Upon preliminary approval from the MoDOT, the CSPP will be submitted to FAA for OE/AAA coordination. This will include the addition of the underdrain phasing. This will include revising the phasing to match the redesign areas.

**2.07 Prepare Preliminary Construction Plans.** This task includes preparing the following list of construction plans for the project. The design will involve a plan set that includes Bid Package No. 1 and Bid Package No. 2. The redesign includes adjusting the design layout, phasing, grading profile, electrical, and underdrains. Additional plans may be added during the design phase as needed:

Plan Name/Description	Number of Sheets
Cover Sheet	2
Index of Drawings, Summary of Approximate Quantities and General Notes	1
Survey Control Plan	1
Geotechnical Investigation Plan	3
Safety Plan	1
Construction Layout Plan	1
Construction Phasing Plan	6
Environmental Requirements and Details	1
Demolition Plan	3
Geometric Layout Plan	3
Typical Sections	1
Grading and Spot Elevations	5
Pavement Plan and Profile	5
Pavement Marking Plan	3
Pavement Marking Details	1
Seeding and Erosion Control Plan	1
Seeding and Erosion Control Details	1
Electrical Demolition Plan	4
Electrical Layout Plan	4
Electrical Details	1
Underdrain Plans	4
Underdrain Details	2
<b>Total Sheet Count</b>	<b>54</b>

**2.08 Prepare Preliminary Technical Specifications.** This task includes assembling the technical specifications necessary for the project. Standard FAA specifications will be utilized where possible, with the guidance from FAA AC 150/5370-10 (Current Edition), *Standard Specifications for Construction of Airports*. Additional specifications will be prepared to address work items for materials that are not covered by the standard FAA specifications. The standard specifications to be utilized shall include, but are not limited to, the following:

- Item C-100 Contractor Quality Control Program (CQCP)
- Item C-102 Temporary Air and Water Pollution, Soil Erosion and Siltation Control
- Item C-105 Mobilization
- Item C-110 Method of Estimating Percentage of Material Within Specification Limits (PWL)
- Item P-101 Preparation/Removal of Existing Pavements
- Item P-151 Clearing and Grubbing
- Item P-152 Excavation, Subgrade and Embankment
- Item P-153 Controlled Low-Strength Material (CLSM)
- Item P-154 Subbase Course
- Item P-207 In-Place Full Depth Reclamation (FDR) Recycled Asphalt Aggregate Base Course
- Item P-208 Aggregate Base Course
- Item P-401 Asphalt Mix Pavement
- Item P-603 Emulsified Asphalt Tack Coat
- Item P-610 Concrete for Miscellaneous Structures
- Item P-620 Runway and Taxiway Marking
- Item T-901 Seeding
- Item L-108 Underground Power Cable for Airports
- Item L-109 Airport Transformer Vault and Vault Equipment
- Item L-110 Airport Underground Electrical Duct Banks and Conduits

- Item L-115 Electrical Manholes and Junction Structures
- Item L-125 Installation of Airport Lighting Systems
- Item D-705 Pipe Underdrains for Airports
- Item D-751 Manholes, Catch Basins, Inlets, and Inspection Holes

Additional Non-FAA specifications will include, but are not limited to, the following items:

- Item P-601 Crack Repair with Major Crack Repair
- MO 304 Aggregate Base Course
- MO 403 Asphaltic Concrete Pavement

**2.09 Prepare Preliminary Special Provisions.** This task includes preparing the preliminary Special Provisions to address, or expound on, site conditions that require additional clarification. These include, but are not limited to: Haul Roads, Airport Security, Radio Communications, Work Schedule, Contractor's Quality Control Program, Sequencing of the Work, Closure of Air Operations Areas, Accident Prevention, Underground Cables/Utilities, Insurance, Indemnification, Sales and Use Taxes, Permits and Compliance with Laws, Executed Contracts, Subletting or Assigning of Contracts, Qualification of Disadvantaged Business Enterprises, Liquidated Damages, Acceptance Testing, Grade Control and Surface Tolerance, Construction Management Plan, and Instruction Manuals.

**2.10 Prepare Drainage Analysis and Storm Drainage Design.** This task includes verifying the existing storm drainage and/or subsurface drainage systems. Surface drainage will be evaluated and designed to ensure accordance with standard engineering practices, local requirements and FAA AC 150/5320-5 (Current Edition), *Airport Drainage Design*.

**2.11 Compile/Submit Permits.** This task includes identifying potential federal, state and local permits needed for the project. Permits are anticipated to be required for, but are not limited to, demolition activities, grading, hauling, construction dewatering, permanent dewatering, and stormwater pollution prevention plans and associated permits (SWPPP). When applicable, the Engineer will assist the Sponsor to compile information and submit permits that are required to be obtained by the Sponsor.

**2.12 Compile/Submit FAA Form 7460.** This task includes preparing and submitting the required FAA Form 7460-1, "Notice of Proposed Construction or Alteration," via the FAA's online Obstruction Evaluation/Airport Airspace Analysis (OE/AAA) system on the Sponsor's behalf. The Engineer will reference FAA Advisory Circular (AC) 150/5300-20 (Current Edition), *Submission of On-Airport Proposals for Aeronautical Study*, and coordinate with the FAA Project Manager and/or Airspace Specialist to determine the locations of required airspace case studies to be submitted. Generally, such cases are required for any restrictive/critical points where construction operations or proposed alterations may affect navigable airspace. Typically, these locations include (but are not limited to): limits of construction, construction phasing limits, haul routes for construction traffic, asphalt and/or concrete batch plants, and key points of any permanent, above-ground alterations. The Engineer will prepare an exhibit depicting the locations and other information pertinent to the cases' impact on the airspace to include with the submission. The Engineer will submit FAA Form 7460-1 and the associated documentation to the FAA via the OE/AAA system for approval a minimum of 45 days prior to the start of construction.

**2.13 Calculate Estimated Quantities.** This task includes calculating all necessary quantities for the various work items. Quantities must be consistent with the specifications and acceptable quantity calculation practices. This includes updating the quantities to include the underdrain system. **This includes updating the quantities for the revised design areas.**

**2.14 Prepare Estimate of Probable Construction Cost.** Using the final quantities calculated following the completion of the construction plans and specifications, the Engineer will prepare the construction cost estimate. The estimate will be based on information obtained from previous projects, contractors, material suppliers and other available databases. This includes updating the cost estimate to include the underdrain system. **This includes updating the cost estimate for the revised design areas.**

**2.15 Prepare Engineer's Design Report.** This task includes preparation of the Engineer's Design Report in accordance with current FAA Central Region Engineer's Design Report guidelines. The Engineer's Design Report will include a detailed summary of the project, photographs and descriptions of existing site conditions, pavement life cycle cost analysis, recycling and material availability analysis, estimate of project costs, and a schedule for the completion of the design, bidding, and construction. The Engineer's Design Report will also contain any alternative design concepts that were investigated and evaluated. **This includes adding the evaluation of the underdrain system and revising the design for the reduced project area as well as the revised rebid schedule**

**2.16 Review Plans at 60%, 90% and 100% Complete.** During various stages of completion of the design, the Engineer will submit a set of Construction Plans, Specifications, and Contract Documents to the Sponsor for their review. Meetings will be scheduled for periodic reviews, including a 90% plans-in-hand review. The project will be reviewed with the FAA to obtain their concurrence with the design. **This includes a redesign 100% review with the Sponsor and MoDOT.**

**2.17 Provide In-House Quality Control.** The Engineer has an established quality control program that will provide both experienced and thorough reviews of all project submittals and will also provide engineering guidance to the design team throughout design development from an experienced, senior-level Professional Engineer.

Prior to each review set of Construction Plans, Specifications, Contract Documents, and Engineer's Design Report being submitted to the Sponsor and FAA, a thorough, in-house quality control review of the documents will be conducted. This process will include an independent review of the Construction Plans, Specifications, Contract Documents, and Engineer's Design Report being submitted by a licensed Professional Engineer other than the Engineer who performed the design of the project. Comments will be offered by the Engineer that performed the review, and revisions to the Construction Plans, Specifications, Contract Documents, and Engineer's Design Report will be made accordingly.

In addition to the 60%, 90%, and 100% reviews, the Engineer's in-house quality control program also provides engineering guidance to the design team throughout the project design in an attempt to steer the project in a manner that provides the best engineering judgment. **This includes another internal review of the redesign.**

At the 90% design review, the independent review will re-evaluate the CATEX boundary.

**2.18 Prepare and Submit Construction Plans, Specifications, Contract Documents, and Engineer's Design Report.** A final set of Construction Plans (11" x 17"), Specifications, Contract Documents, and the Engineer's Design Report will be prepared and submitted to the Sponsor, MoDOT, and the FAA. These documents will incorporate all revisions, modifications, and corrections identified during the final review. Paper and electronic copies will be provided. **This includes a redesign submittal.**

**2.19 Prepare Requests for Reimbursement.** This task includes preparing the FAA Standard Form 271 for Sponsor reimbursement of eligible expenses incurred on a monthly basis. The Engineer will submit the completed form along with appropriate supporting documentation to the Sponsor for review and

approval. Upon approval, the Engineer or the Sponsor will submit the completed forms and supporting documentation to MoDOT for reimbursement. It is estimated there will be six RFRs for expenses incurred during the design and bidding phase of this project. This will also include coordination with MoDOT on the status of the grants and pay requests.

TASK 2 DELIVERABLES	TO MoDOT	TO SPONSOR
2.03 Proposed Pavement Design	✓	✓
2.05 Preliminary Contract Documents for Sponsor’s Review	✓	✓
2.06 CSPP at 60% and 90% Complete	✓	✓
2.12 FAA Form 7460	✓	✓
2.17 60%, 90%, and 100 % Construction Plans, Specifications, Contract Documents, and Engineer’s Design Report	✓	✓
2.18 Final Construction Plans, Specifications and Contract Documents, and Engineer’s Design Report	✓	✓
2.19 Requests for Reimbursement	✓	✓

TASK 2 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
2.16 Plan Review at 60% Complete. Plan Review at 90% Complete. Plan Review at 100% Complete. Redesign Plan Review at 100% Complete.	<ul style="list-style-type: none"> <li>• Vichy, MO One (1) Program Director (1) Project Manager Assume two (1) hour via teleconference (2 meetings) and one (8) hour day visit (1 meeting) One (1) Project Manager Assume one (1) hour via teleconference (1 meeting)</li> <li>• Assume travel to /from Jefferson City to Vichy, MO Assume this includes preparing meeting agenda and meeting minutes for each meeting</li> </ul>

**3.0 Bidding Phase**

**3.01 Provide Bid Assistance.** The Engineer will assist the Sponsor, as needed, with the preparation of any required bidding documents. Included as part of this task, the Engineer will prepare a legal advertisement for publication in two (2) newspapers (or other form of regularly published print media) as a solicitation for bids. Additionally, the Engineer will advertise the project Invitation for Bids on their website and directly notify potential contractors and plan rooms in order to maximize project exposure and generate interest in the project. The Engineer will coordinate payment for the project advertisement(s) and request reimbursement from the Sponsor as a pass-through cost during invoicing. This will include re-advertising and notifying contractors for the rebid.

**3.02 Prepare/Conduct Pre-Bid Meeting.** The Engineer will conduct the pre-bid meeting and pre-bid site visit in sequence with the Sponsor and contract document requirements. As a part of this meeting, the Engineer will also discuss the environmental plan sheet, surveyed areas, and environmental commitments. This will include another pre-bid meeting.

**3.03 Prepare Addenda.** Any necessary addenda will be issued to clarify and modify the project, as required, and based on questions or comments that may arise from potential contractors during the bidding process. Any necessary addenda will be reviewed with the Sponsor and FAA prior to being issued. The addenda will meet all design and construction standards, as required. This includes any necessary rebid addenda.

**3.04 Consult with Prospective Bidders.** During the bidding process, the Engineer shall be available to clarify bidding issues with contractors and suppliers and for consultation with the various entities associated with the project. **This includes coordinating with contractors for the rebid.**

**3.05 Attend Bid Opening.** The Engineer shall attend the bid opening for the project, which will be conducted by the Sponsor. **This includes the attendance of the Engineer at the rebid opening.**

**3.06 Review Bid Proposals.** Upon the opening of submitted bid proposals by the Sponsor, the Engineer shall review all the bid proposals submitted. A cost analysis of the bid prices will be completed and tabulated; the contractor's qualifications to perform the work will be included, including review of suspension and debarment rules on the www.Sam.gov website, verification of proposed DBE subcontractors, Buy American compliance analysis/review, and project funding review. Inclusion of bid guarantee, acknowledgement of addenda, and in-state licensure verification shall be completed. **This includes the review of the bid proposals for the rebid.**

**3.07 Prepare Recommendation of Award.** The Engineer shall prepare a Recommendation of Award for the Sponsor to accept or reject the bids received with a summary of the items listed in Task 3.06. If rejection is recommended, the Engineer will supply an explanation for their recommendation and possible alternative actions the Sponsor can pursue to complete the project. **This includes a Recommendation of Award for the rebid.**

TASK 3 DELIVERABLES	TO MoDOT	TO SPONSOR
3.01 Required Bidding Documents	✓	✓
3.02 Pre-Bid Meeting Agenda and Pre-Bid Meeting Minutes	✓	✓
3.03 Addenda	✓	✓
3.06 Bid Tabulations	✓	✓
3.07 Recommendation of Award		✓

TASK 3 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
3.02 Prepare/Conduct Pre-Bid Meeting	<ul style="list-style-type: none"> <li>• Vichy, MO One (1) Project Manager Assume one (8) hour day visit (1 meeting) <b>One (1) Project Manager</b> <b>Assume one (8) hour day visit (1 meeting)</b></li> <li>• Assume travel to/from Jefferson City, MO to Vichy, MO Assume this includes preparing meeting agenda and meeting minutes for each meeting</li> </ul>
3.05 Attend Bid Opening	<ul style="list-style-type: none"> <li>• Vichy, MO One (1) Project Manager Assume one (8) hour day visit (1 meeting) <b>One (1) Project Manager</b> <b>Assume one (8) hour day visit (1 meeting)</b></li> <li>• Assume travel to/from Jefferson City, MO to Vichy, MO Assume this includes preparing meeting agenda and meeting minutes for each meeting</li> </ul>

***EX Reimbursable Costs During Design and Bidding.*** This section includes reimbursable items such as auto rental, lodging, per diem, and other miscellaneous expenses incurred in order to complete **Part A – Basic Services.**

**PART B - SPECIAL SERVICES** consists of the Design Survey Phase (invoiced on a lump sum basis). Also included are direct subcontract costs for the proposed geotechnical investigation.

#### **4.0 Design Survey Phase**

**4.01 Perform Topographical Survey.** This task includes providing design survey services within the topographic survey limits shown in Exhibit No. 1 to support the design team for this project. Work items associated with this task include the following:

- Topographical survey of approximately 40 acres.
- Preparation of a survey plan that will determine the appropriate survey methods and equipment to be utilized.
- It is assumed that the Primary Airport Control Station (PACS) and Secondary Airport Control Stations (SACS) located on the airport are in good condition and can be verified; however, if it is found that the PACS and SACS are compromised, establishment of temporary airport control must be completed and tied to the national spatial reference system via static GPS observations. Following airport control verification/establishment, temporary project control, based upon the airport control PACS and SACS or temporary airport control, will be placed near the project area at intervals not to exceed 500 feet to control the project.
- Ground topography of non-pavement areas will be surveyed at 50-foot stations with associated cross sections having no greater than 25-foot spacing and will include additional shots as necessary to accurately depict breaklines. These ground topography areas will be surveyed with vertical accuracies not to exceed +/- 0.10 feet.
- Hard surface pavements for the connectors and taxiways will be surveyed at 25-foot stations as well as all vertical and horizontal points of tangent/curve with associated cross sections having no greater than 25-foot spacing. All hard surface pavement will be surveyed with vertical accuracies not to exceed +/- 0.02 feet. Concrete joints will also be surveyed if applicable.
- Coordination with design staff to determine pavement tie-in locations. These locations will be surveyed with vertical accuracies of at least +/- 0.02 feet.
- Location of structures, paving, and above ground improvements including building footprint, finished floor elevations at the openings plus five feet interior of the opening and concrete aprons associated with door openings will be surveyed at intervals of no greater than 25 feet.
- Additional airfield elements that will be located and surveyed include aircraft tie-downs, guidance signs, airfield runway, taxiway, and/or apron lighting and paint markings, NAVAIDS within the project area (if any), fuel farm, fences, gates and other airport features within the project area.
- Coordinate location and field marking of all existing utilities in the project limits with one-call services, airport operations staff, and/or private utility locators as necessary. Review of existing as-built and other construction records as necessary. All utility locates will be surveyed as marked by utility locators in the field. Points of utilities to be surveyed include, but are not limited to, all paint marks, hydrants, valves, hand holes, manholes, inlets, cleanouts, culverts, pipes, pedestals, meters, transformers, utility poles and other reasonably visible existing utility infrastructure components.
- During design, there may be the need to verify existing survey information or extend the limits of the existing survey.
- Reduce all field notes and pictures into a topographic survey report to be used by the Engineer.

- Prepare triangulated irregular network (TIN surface model) of existing ground contours, pavement edges, roadways, electrical equipment, drainage features, buildings, fences, and other miscellaneous entities.
- Generate three-dimensional contour model from TIN surface model.

The Topographical Survey shall be completed by, or under the direct supervision of, a state-licensed Professional Land Surveyor.

TASK 4 DELIVERABLES	TO MoDOT	TO SPONSOR
4.01 Topographical Survey	✓	✓

TASK 4 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
4.01 Coordinate and Perform Topographical Survey	<ul style="list-style-type: none"> <li>• Rolla, MO</li> <li>One (1) Surveyor</li> <li>Assume full day site visit (1 site visit, consisting of 5 days of field work)</li> <li>Assume travel to/from Fairview Heights, IL to Rolla, MO with four (4) overnight stays for the Surveyor for each site visit</li> </ul>

**EX Reimbursable Costs During Survey.** This section includes reimbursable items such as auto rental, lodging, per diem, travel and other miscellaneous costs incurred in order to complete **Part B – Special Services**. Section 4 Reimbursables are invoiced on a not-to-exceed basis.

**Special Considerations**

The following special considerations are required for this project but will be completed by subconsultants to the Engineer. The cost for this work will be included in the engineering contract agreement with the Sponsor and the costs are in addition to the engineering fees outlined above.

**Geotechnical Investigation.** Soil samples for analysis must be taken for both the project site and all potential on-site borrow sources. Investigation and testing will also be performed to facilitate the pavement design per FAA Advisory Circular (AC) 150/5320-6 (Current Edition), *Airport Pavement Design and Evaluation*. As mentioned under the project description, the geotechnical investigation will be performed in two phases and will include the following:

- Perform a geologic reconnaissance of the project site
- Soil boring and laboratory testing at approximately 16 project locations
- Installation of temporary piezometers at select boring locations (if needed)
- Visual inspection and documentation of each soil boring
- Soil Classification/Atterberg Limits, Liquid Limit (LL), Plastic Limit (PL), Plasticity Index (PI)
- Moisture/Density Relations
- Swell/Consolidation Potential
- California Bearing Ratio
- Moisture content, density of undisturbed fine-grained samples

## Assumptions

The scope of services described previously, and the associated fees, are based on the following rates and assumed responsibilities of the Engineer and Sponsor.

1. For the purposes of estimating the amount of reimbursable expenses which will be incurred by the Engineer, the cost of per diem and lodging are calculated in accordance with current GSA rates. The actual amounts to be invoiced for per diem and lodging will be in accordance with the published GSA rates at the time of service and may vary from the rates used in the fee estimate.
2. It is anticipated there will be a minimum number of trips and site visits to the airport to facilitate the completion of the various phases listed in this scope. The number of trips, as well as the anticipated lengths and details of the trips, are included at the end of each phase above.
3. The Sponsor will provide existing mapping data including as-builts available for the project areas, aerial orthoimagery, subsurface conditions information such as prior geotechnical investigations in the project area and other available information in the possession of the Sponsor.
4. The Sponsor will provide an electronic copy of the current ALP to allow for updating of the plan upon completion of the project.
5. The Sponsor will furnish escorts as needed for the Engineer to conduct field work.
6. The Sponsor will coordinate with tenants as required to facilitate field evaluations and construction.
7. All engineering work will be performed using accepted engineering principles and practices and provide quality products that meet or exceed industry standards. Dimensional criteria will be in accordance with FAA AC 150/5300-13 (Current Edition), *Airport Design*, and related circulars. Construction specifications will be in accordance with FAA AC 150/5370-10 (Current Edition), *Standard Specifications for Construction of Airports*, and the Central Region's Regional Updates for Specifying Construction of Airports and related circulars. Project planning, design, and construction will further conform to all applicable standards, including all applicable current FAA Advisory Circulars and Orders required for use in AIP-funded projects and other national, state, or local regulations and standards, as identified and relevant to an airfield design and construction project.
8. The Engineer will utilize the following plan standards for the project:
  - Plans will be prepared using the Engineer's standards, unless the Sponsor provides its own standards upon Notice to Proceed.
  - Plan elevations will be vertical datum NAVD 88 derived from the existing control network.
  - Plan coordinates will be based on horizontal datum NAD 83/2011 State Plane Coordinates derived from the existing control network.

- All plans will be stamped and signed by a state-licensed Professional Engineer, or Professional Land Surveyor, as required.
  - Plans prepared by subconsultants will be prepared using the same base maps, the same coordinate systems and the same plan layout and format as plans prepared by the Engineer.
  - The guidance included in FAA Memorandum, *FAA Review of Construction Plans and Specifications for AIP Funded Projects*, will be reviewed, incorporated and will supplement the Engineer's standards.
9. The Engineer will utilize the following assumptions when preparing the project manual for bidding and construction of the project:
- The project manual Contract Documents will be developed jointly by the Sponsor and the Engineer.
  - The Engineer is responsible for developing the contents of the document and including the Front-End documents which will be supplied by the Sponsor.
  - FAA General Provisions and required contract language will be used.
10. The Engineer must maintain records of design analyses and calculations consistent with typical industry standards, as required by the FAA, for a period of three years after the project is closed by the FAA.
11. Because the Engineer has no control over the cost of construction-related labor, materials, or equipment, the Engineer's opinions of probable construction costs will be made on the basis of experience and qualifications as a practitioner of his/her profession. The Engineer does not guarantee that proposals for construction, construction bids, or actual project construction costs will not vary from Engineer's estimates of construction cost.
12. An AC 150/5300-18B (or Current Edition) compliant survey is not required as a part of this project. No data will be submitted to Airports GIS (AGIS) through the Airport Data and Information Portal (ADIP). An as-built survey will be required and will be included in a future scope of work.

### **Additional Services**

The following items are not included under this agreement but will be considered as extra work:

- Redesign for the Sponsor's convenience or due to changed conditions after previous alternate direction and/or approval.
- Submittals or deliverables in addition to those listed herein.
- If a project audit occurs, the Engineer is prepared to assist the Sponsor in gathering and preparing the required materials for the audit.
- Serving as an expert witness for the Owner in any litigation, surety claim, contractor bond activation, or other proceeding involving the project.
- Additional or extended services during construction made necessary by extension of contract time, non-concurrent work, or changes in the work.
- Legal, surety, or insurance support, coordination, and representation.

Extra Work will be as directed by the Sponsor in writing for an additional fee as agreed upon by the Sponsor and the Engineer.

**EXHIBIT IV – SA5**

**DERIVATION OF CONSULTANT PROJECT COSTS (DESIGN)**

**EXHIBIT V – SA5**

**ENGINEERING DESIGN SERVICES-COST BREAKDOWN**

EXHIBIT IV

DERIVATION OF CONSULTANT PROJECT COSTS

ROLLA NATIONAL AIRPORT  
VICHY, MISSOURI

DESIGN/BIDDING SERVICES  
SUPPLEMENTAL AGREEMENT NO. 5  
January 13, 2026

1 **DIRECT SALARY COSTS:**

TITLE	HOURS	RATE/HOUR	COST (\$)	
Practice Operations Leader	0	\$ 100.00	\$ -	330.00
Prgm Dir II	0	\$ 100.00	\$ -	315.00
Engineer Project Mgr IV	16	\$ 87.00	\$ 1,392.00	315.00
Geospatial Project Mgr IV	0	\$ 87.00	\$ -	295.00
Quality Control Manager	8	\$ 81.00	\$ 648.00	295.00
Planner III	2	\$ 78.00	\$ 156.00	275.00
Engineer Project Mgr III	0	\$ 74.00	\$ -	275.00
Engineer Project Mgr II	95	\$ 59.00	\$ 5,605.00	220.00
Engineer I	0	\$ 53.00	\$ -	250.00
Engineer in Training II	113	\$ 51.00	\$ 5,763.00	195.00
Eng Designer I	0	\$ 44.00	\$ -	155.00
Project Coordinator II	18	\$ 43.00	\$ 774.00	190.00
Grants Administrator I	0	\$ 40.00	\$ -	145.00
Total Direct Salary Costs			= \$	14,338.00

2 **LABOR AND GENERAL ADMINISTRATIVE OVERHEAD:**

Percentage of Direct Salary Costs @ 213.77% = \$ 30,650.34

3 **SUBTOTAL:**

Items 1 and 2 = \$ 44,988.34

4 **PROFIT:**

15% of Item 3 Subtotal\* 9.84% = \$ 4,426.66  
\*Note: 0-15% Typical

Subtotal = \$ 49,415.00

5 **OUT-OF-POCKET EXPENSES:**

a. Mileage Miles @ \$0.655 / Mile = \$0.00  
b. Per Diem Days @ \$59.00 / Day = \$0.00  
c. Lodging (Taxes & Fees included) Nights @ \$115.00 / Night = \$0.00  
d. Travel & Airline Costs Trips @ \$1,000.00 / Trip = \$0.00  
e. Auto Rental Days @ \$130.00 / Day = \$0.00

Total Out-of-Pocket Expenses = \$0.00 Not to exceed

6 **SUBCONTRACT COSTS:**

= \$0.00 Not to exceed

7 **MAXIMUM TOTAL FEE:**

Items 1, 2, 3, 4, 5 and 6 = \$ 49,415.00

**Actual Fee Sheet Amount due to rounding = \$49,415.00 Not to exceed**

AIRPORT: Rolla National Airport  
 AIP/PROJ. NO.: 23-056A-1  
 PROJECT NAME: Taxiway A Reconstruction, Taxiway Connector Rehabilitation, and Taxiway Lighting Rehabilitation Design  
 DATE: January 13, 2026  
 SUPPLEMENTAL AGREEMENT NO. 5 REDESIGN & REBID



FEES BREAKDOWN	Total Hours	Billing Rate	Total Cost
<b>2.0 Design Phase (Lump Sum)</b>			
Prgrm Dir II	0 hrs. x \$ 315.00 /hr =		
Engineer Project Mgr IV	12 hrs. x \$ 295.00 /hr = \$		3,540.00
Quality Control Manager	8 hrs. x \$ 275.00 /hr = \$		2,200.00
Planner III	2 hrs. x \$ 265.00 /hr = \$		530.00
Engineer Project Mgr III	0 hrs. x \$ 250.00 /hr =		
Engineer Project Mgr II	39 hrs. x \$ 200.00 /hr = \$		7,800.00
Engineer I	0 hrs. x \$ 180.00 /hr =		
Engineer in Training II	85 hrs. x \$ 175.00 /hr = \$		14,875.00
Project Coordinator II	16 hrs. x \$ 145.00 /hr = \$		2,320.00
Grants Administrator I	0 hrs. x \$ 135.00 /hr =		
<b>SUBTOTAL</b>	<b>162 hrs.</b>	<b>SUBTOTAL \$</b>	<b>31,265.00</b>
<b>Reimbursables</b>			
Auto Rental	Day x \$ 130.00 /Day=		
Lodging + Tax & Fees	Day x \$ 120.00 /Day=		
Per Diem	Day x \$ 59.00 /Day=		
Travel & Airline Costs	Trip x \$ 500.00 /Trip=		
<b>SUBTOTAL \$</b>			<b>-</b>
<b>PHASE SUBTOTAL \$</b>			<b>31,265.00</b>

TASK	LABOR CATEGORY										Phase Item Costs
	Prgrm Dir II	Engineer Project Mgr IV	Quality Control Manager	Planner III	Engineer Project Mgr III	Engineer Project Mgr II	Engineer I	Engineer in Training II	Project Coordinator II	Grants Administrator I	
<b>2.0 Design Phase (Lump Sum)</b>											
2.01 Analyze Topographical Survey Data											
2.02 Analyze Geotechnical Investigation Data											
2.03 Prepare Pavement Design		2				4		12			\$ 3,490.00
2.04 Prepare Existing Utility Inventory											
2.05 Prepare Preliminary Contract Documents						2		4	4		\$ 1,680.00
2.06 Prepare Construction Safety and Phasing Plan (CSPP)								2			\$ 350.00
<b>2.07 Prepare Preliminary Construction Plans</b>											
Cover Sheet						1		1			\$ 375.00
Index of Drawings/Summary of Approximate Quantities & General Notes						1		1			\$ 375.00
Survey Control Plan						1		1			\$ 375.00
Geotechnical Investigation Plan						1		1			\$ 375.00
Safety Plan						1		1			\$ 375.00
Construction Layout Plan						1		2			\$ 550.00
Construction Phasing Plan						1		2			\$ 550.00
Environmental Requirements and Details				2		1		1			\$ 905.00
Demolition Plan						1		2			\$ 550.00
Geometric Layout Plan						1		1			\$ 375.00
Typical Sections						1		1			\$ 375.00
Grading and Spot Elevations						1		4			\$ 900.00
Pavement Plan and Profile						1		1			\$ 375.00
Pavement Marking Plan						1		1			\$ 375.00
Pavement Marking Details						1		1			\$ 375.00
Seeding and Erosion Control Plan						1		1			\$ 375.00
Seeding and Erosion Control Details						1		1			\$ 375.00
Electrical Demolition Plan						1		1			\$ 375.00
Electrical Layout Plan						1		1			\$ 375.00
Electrical Details						2		1			\$ 765.00
2.08 Prepare Preliminary Technical Specifications		2				2		8			\$ 2,390.00
2.09 Prepare Preliminary Special Provisions											
2.10 Prepare Drainage Analysis and Storm Drainage Design											
2.11 Compile/Submit Permits											
2.12 Compile/Submit FAA Form 7460											
2.13 Calculate Estimated Quantities		2				2		8			\$ 2,390.00
2.14 Prepare Estimate of Probable Construction Cost						4		8			\$ 2,200.00
2.15 Prepare Engineer's Design Report		2				2		4			\$ 1,690.00
2.16 Review Plans at 60%, 90%, and 100% Complete		2				2		4	4		\$ 2,270.00
2.17 Provide In-House Quality Control			8								\$ 2,200.00
2.18 Prepare and Submit Const. Plans, Specs., Cont. Docs., and Design Report						2		8	8		\$ 2,960.00
2.19 Prepare Requests for Reimbursement											
<b>TOTALS</b>	<b>0</b>	<b>12</b>	<b>8</b>	<b>2</b>	<b>0</b>	<b>39</b>	<b>0</b>	<b>85</b>	<b>16</b>	<b>0</b>	<b>\$ 31,265.00</b>

FEES BREAKDOWN	Total Hours	Billing Rate	Total Cost
<b>3.0 Bidding Phase (Lump Sum)</b>			
Engineer Project Mgr IV	4 hrs. x \$ 295.00 /hr = \$		1,180.00
Engineer Project Mgr II	56 hrs. x \$ 200.00 /hr = \$		11,200.00
Engineer in Training II	28 hrs. x \$ 175.00 /hr = \$		4,900.00
Project Coordinator II	6 hrs. x \$ 145.00 /hr = \$		870.00
<b>SUBTOTAL</b>	<b>94 hrs.</b>	<b>SUBTOTAL \$</b>	<b>18,150.00</b>
<b>Reimbursables</b>			
Auto Rental	Day x \$ 130.00 /Day=		
Lodging + Tax & Fees	Day x \$ 120.00 /Day=		
Per Diem	Day x \$ 59.00 /Day=		
Travel & Airline Costs	Trip x \$ 500.00 /Trip=		
<b>SUBTOTAL \$</b>			<b>-</b>
<b>PHASE SUBTOTAL \$</b>			<b>18,150.00</b>

TASK	LABOR CATEGORY					Phase Item Costs
	Engineer Project Mgr IV	Engineer Project Mgr II	Engineer in Training II	Project Coordinator II		
<b>3.0 Bidding Phase (Lump Sum)</b>						
3.01 Provide Bid Assistance	2	16	4			\$ 4,490.00
3.02 Prepare/Conduct Pre-Bid Meeting	8	2				\$ 1,950.00
3.03 Prepare Addenda	4	8		2		\$ 2,490.00
3.04 Consult with Prospective Bidders		8				\$ 3,000.00
3.05 Attend Bid Opening		8				\$ 1,600.00
3.06 Review Bid Proposals	2	8	4	4		\$ 3,470.00
3.07 Prepare Recommendation of Award		4	2			\$ 1,150.00
<b>TOTALS</b>	<b>4</b>	<b>56</b>	<b>28</b>	<b>6</b>	<b>0</b>	<b>\$ 18,150.00</b>

Contract Hours	Phase Fee		Reimbursable Costs	Total Cost
<b>PART A - BASIC SERVICES (LUMP SUM)</b>				
2.0 Design Phase (Lump Sum)	162	\$ 31,265.00	\$	\$ 31,265.00
3.0 Bidding Phase (Lump Sum)	94	\$ 18,150.00	\$	\$ 18,150.00
<b>TOTAL</b>	<b>256</b>	<b>\$ 49,415.00</b>	<b>\$ -</b>	<b>\$ 49,415.00</b>

\*For the purposes of estimating the amount of reimbursable expenses which will be incurred by the Engineer, the cost of per diem and lodging are calculated in accordance with current GSA rates. The actual amount to be invoiced for per diem will be in accordance with the published GSA rate at the time of service and may vary from the rate used in the fee estimate. Lodging will be invoiced as an actual expense incurred except in cases where specific client requirements exist that limit lodging to GSA standards.



## CITY COUNCIL AGENDA

**DEPARTMENT:** Public Works

**ACTION REQUESTED:** Ordinance Final

**SUBJECT:** Airport Runway Consultant Agreement

**PREPARED BY:** Darin Pryor

**ATTACHMENTS:** Ordinance/Consultant Agreement

**(CASE/PROJECT #)**

**MEETING DATE:** February 2, 2026

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**Overview:** Staff has negotiated an aviation consultant agreement with Woolpert, Inc. for design services for the rehabilitation of runway 13/31 at Rolla National Airport.

**Background information:** Staff recently received notice that the Rolla National Airport was awarded approximately \$2.5M in discretionary funds for the rehabilitation of runway 13/31. The rehabilitation of 13/31 has been on the capital improvement plan for the airport for many years without funding.

**Fiscal considerations:** The cost for the rehabilitation of runway 13/31 was not included in the budget but would be offset with a 95% matching grant at a future date.

**Recommendation:**

Staff is requesting the final reading of the ordinance authorizing the mayor to enter into the aviation consultant agreement with Woolpert, Inc for \$267,641.00.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI AN AVIATION PROJECT CONSULTANT AGREEMENT BETWEEN THE CITY AND WOOLPERT, INC.

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

Section 1: That the Mayor of the City of Rolla, Missouri be and is hereby authorized and directed to execute on behalf of the City of Rolla, Missouri An Aviation Project Consultant Agreement between the City of Rolla, Missouri and Woolpert, Inc, a copy of said agreement being attached hereto and marked Exhibit A.

Section 2: This ordinance will be full force and effect from and after the date of its passage and approval.

PASSED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI AND APPROVED BY THE MAYOR THIS 2ND DAY OF FEBRUARY 2026.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY COUNSELOR

EXHIBIT A

Airport: Rolla National  
MoDOT Project No.: 26-056A-1

Airport Name: Rolla National  
Project No.: 26-056A-1  
County: Maries/Phelps

**AVIATION PROJECT CONSULTANT AGREEMENT**  
**(FEDERAL ASSISTANCE)**  
**(Revision 04/11/2018)**

THIS AGREEMENT is entered into by Woolpert, Inc.(hereinafter the "Consultant"), and the City of Rolla, Missouri, (hereinafter the "Sponsor").

WITNESSETH:

WHEREAS, the Sponsor has selected the Consultant to perform professional services to accomplish a project at the Rolla National Airport; and

WHEREAS, while neither the Missouri Department of Transportation (MoDOT) nor the Federal Aviation Administration (FAA) is a party to this Agreement, MoDOT and/or FAA land acquisition, environmental, planning, design and construction criteria and other requirements will be utilized unless specifically approved otherwise by MoDOT; and

WHEREAS, the Sponsor intends to accomplish a project at the Rolla National Airport as listed in Exhibit I of this Agreement, entitled "Project Description", which is attached hereto and made a part of this Agreement.

NOW, THEREFORE, in consideration of the payments to be made and the covenants set forth in this Agreement to be performed by the Sponsor, the Consultant hereby agrees that it shall faithfully perform the professional services called for by this Agreement in the manner and under the conditions described in this Agreement.

(1) DEFINITIONS: The following definitions apply to these terms, as used in this Agreement:

(A) "SPONSOR" means the owner of the airport referenced above.

(B) "SPONSOR'S REPRESENTATIVE" means the person or persons designated in Section (23)(A) of this agreement by the Sponsor to represent the Sponsor in negotiations, communications, and various other contract administration dealings with the Consultant.

(C) "MoDOT" means the Missouri Department of Transportation, an executive branch agency of state government, which acts on behalf of the Missouri Highways and Transportation Commission.

(D) "CONSULTANT" means the firm providing professional services to the Sponsor as a party to this Agreement.

(E) "CONSULTANT'S REPRESENTATIVE" means the person or persons designated in Section (23)(B) of this agreement by the Consultant to represent that firm in negotiations, communications, and various other contract administration dealings with the Sponsor.

(F) "DELIVERABLES" means all drawings and documents prepared in performance of this Agreement, to be delivered to and become the property of the Sponsor pursuant to the terms and conditions set out in Section (12) of this Agreement.

(G) "DISADVANTAGED BUSINESS ENTERPRISE (DBE)" means an entity owned and controlled by a socially and economically disadvantaged individual as defined in 49 Code of Federal Regulations (CFR) Part 26, which is certified as a DBE firm in Missouri by MoDOT. Appropriate businesses owned and controlled by women are included in this definition.

(H) "FAA" means the Federal Aviation Administration within the United States Department of Transportation (USDOT), headquartered at Washington, D.C., which acts through its authorized representatives.

(I) "INTELLECTUAL PROPERTY" consists of copyrights, patents, and any other form of intellectual property rights covering any data bases, software, inventions, training manuals, systems design or other proprietary information in any form or medium.

(J) "SUBCONSULTANT" means any individual, partnership, corporation, or joint venture to which the Consultant, with the written consent of the Sponsor, subcontracts any part of the professional services under this Agreement but shall not include those entities which supply only materials or supplies to the Consultant.

(K) "SUSPEND" the services means that the services as contemplated herein shall be stopped on a temporary basis. This stoppage will continue until the Sponsor either decides to terminate the project or reactivate the services under the conditions then existing.

(L) "TERMINATE", in the context of this Agreement, means the cessation or quitting of this Agreement based upon the action or inaction of the Consultant, or the unilateral cancellation of this Agreement by the Sponsor.

(M) "USDOT" means the United States Department of Transportation, headquartered at Washington, D.C., which acts through its authorized representatives.

(N) "SERVICES" includes all professional engineering and related services and the furnishing of all equipment, supplies, and materials in conjunction with

such services as are required to achieve the broad purposes and general objectives of this Agreement.

(2) SCOPE OF SERVICES:

(A) The services covered by this Agreement shall include furnishing the professional, technical, and other personnel and the equipment, material and all other things necessary to accomplish the proposed project detailed in Exhibit I of this Agreement.

(B) The specific services to be provided by the Consultant are set forth in Exhibit II of this Agreement, entitled "Scope of Services," which is attached hereto and made a part of this Agreement.

(3) ADDITIONAL SERVICES: The Sponsor reserves the right to direct additional services not described in Exhibit II as changed or unforeseen conditions may require. Such direction by the Sponsor shall not be a breach of this Agreement. In this event, a Supplemental Agreement will be negotiated and executed prior to the Consultant performing the additional or changed services, or incurring any additional cost for those additional services. Any changes in the maximum compensation and fee, or time and schedule of completion, will be covered in the Supplemental Agreement. Supplemental Agreements must be approved by MoDOT to ensure additional funding is available.

(4) INFORMATION AND SERVICES PROVIDED BY THE SPONSOR:

(A) At no cost to the Consultant and in a timely manner, the Sponsor will provide available information of record which is pertinent to this project to the Consultant upon request. In addition, the Sponsor will provide the Consultant with the specific items or services set forth in Exhibit III of this Agreement, entitled "Services Provided by the Sponsor", which is attached hereto and made a part of this Agreement. The Consultant shall be entitled to rely upon the accuracy and completeness of such information, and the Consultant may use such information in performing services under this Agreement.

(B) The Consultant shall review the information provided by the Sponsor and will as expeditiously as possible advise the Sponsor of any of that information which the Consultant believes is inaccurate or inadequate or would otherwise have an effect on its design or any of its other activities under this Agreement. In such case, the Consultant shall provide new or verified data or information as necessary to meet the standards required under this Agreement. Any additional work required of the Consultant as the result of inaccurate or inadequate information provided by the Sponsor will be addressed per the provisions of Section (3) of this Agreement. The Consultant shall not be liable for any errors, omissions, or deficiencies resulting from inaccurate or inadequate information furnished by the Sponsor which inaccuracies or inadequacies are not detected by the Consultant, unless the errors should have been detected by the Consultant through reasonable diligence.

(5) RESPONSIBILITY OF THE CONSULTANT:

(A) The Consultant shall comply with applicable local, state and federal laws and regulations governing these services, as published and in effect on the date of this Agreement. The Consultant shall provide the services in accordance with the criteria and requirements established and adopted by the Sponsor; and if none are expressly established in this Agreement, published manuals and policies of MoDOT and FAA which shall be furnished by the Sponsor upon request; and, absent the foregoing, manuals and policies of the FAA, as published and in effect on the date of this Agreement.

(B) Without limiting the foregoing, land acquisition, environmental, planning, design and construction criteria will be in accordance with the information set out in Exhibit II of this Agreement.

(C) The Consultant shall be responsible for the professional quality, technical accuracy, and the coordination of designs, drawings, specifications, and other services furnished under this Agreement. At any time during construction of the Sponsor project associated with this Agreement or during any phase of work performed by others on said project that is based upon data, plans, designs, or specifications provided by the Consultant, the Consultant shall prepare any data, plans, designs, or specifications needed to correct any negligent acts, errors, or omissions of the Consultant or anyone for whom it is legally responsible in failing to comply with the foregoing standard. The services necessary to correct such negligent acts, errors, or omissions shall be performed without additional compensation, even though final payment may have been received by the Consultant. The Consultant shall provide such services as expeditiously as is consistent with professional performance. Acceptance of the services will not relieve the Consultant of the responsibility to correct such negligent acts, errors, or omissions.

(D) Completed design reports, plans and specifications, plans and specifications submitted for review by permit authorities, and plans and specifications issued for construction shall be signed, sealed, and dated by a Professional Engineer registered in the State of Missouri. Incomplete or preliminary plans or other documents, when submitted for review by others, shall not be sealed, but the name of the responsible engineer, along with the engineer's Missouri registration number, shall be indicated on the design report, plans and specifications or included in the transmittal document. In addition, the phrase "Preliminary - Not for Construction," or similar language, shall be placed on the incomplete or preliminary plan(s) in an obvious location where it can readily be found, easily read, and not obscured by other markings, as a disclosure to others that the design report, plans and specifications are incomplete or preliminary. When the design report, plans and specifications are completed, the phrase "Preliminary - Not for Construction" or similar language shall be removed and the design report, plans and specifications shall thereupon be sealed.

(E) The Consultant shall cooperate fully with the Sponsor's activities on adjacent projects as may be directed by the Sponsor. This shall include attendance at meetings, discussions, and hearings as requested by the Sponsor. The minimum number and location of meetings shall be defined in Exhibit II.

(F) In the event any lawsuit or court proceeding of any kind is brought against the Sponsor, arising out of or relating to the Consultant's activities or services performed under this Agreement or any project of construction undertaken employing the deliverables provided by the Consultant in performing this Agreement, the Consultant shall have the affirmative duty to assist the Sponsor in preparing the Sponsor's defense, including, but not limited to, production of documents, trials, depositions, or court testimony. Any assistance given to the Sponsor by the Consultant will be compensated at an amount or rate negotiated between the Sponsor and the Consultant as will be identified in a separate agreement between the Sponsor and the Consultant. To the extent the assistance given to the Sponsor by the Consultant was necessary for the Sponsor to defend claims and liability due to the Consultant's negligent acts, errors, or omissions, the compensation paid by the Sponsor to the Consultant will be reimbursed to the Sponsor.

(6) NO SOLICITATION WARRANTY: The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working for the Consultant, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the Sponsor will have the right to terminate this Agreement without liability, or at its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gifts, or contingent fee, plus costs of collection including reasonable attorney's fees.

(7) DISADVANTAGED BUSINESS ENTERPRISE (DBE) REQUIREMENTS:

(A) DBE Goal: The following DBE goal has been established for this Agreement. The dollar value of services and related equipment, supplies, and materials used in furtherance thereof which is credited toward this goal will be based on the amount actually paid to DBE firms. The goal for the percentage of services to be awarded to DBE firms is 0% of the total Agreement dollar value.

(B) Eligibility of DBE's: Only those firms currently certified as DBE's by MoDOT, City of St. Louis/Lambert Airport Authority, Metro, City of Kansas City, and Kansas City Area Transportation Authority are eligible to participate as DBEs on this contract. A list of these firms is available on MoDOT's Office of External Civil Rights webpage at the following address under the MRCC DBE Directory:

[http://www.modot.org/business/contractor\\_resources/External\\_Civil\\_Rights/DBE\\_program.htm](http://www.modot.org/business/contractor_resources/External_Civil_Rights/DBE_program.htm)

(C) Consultant's Certification Regarding DBE Participation: The Consultant's signature on this Agreement constitutes the execution of all DBE certifications which are a part of this Agreement. The Consultant shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Agreement. The Consultant shall carry out applicable requirements of 49 CFR Part 26 in the award

and administration of DOT assisted contracts. Failure by the Consultant to carry out these requirements is a material breach of this Agreement, which may result in the termination of this Agreement or such other remedy as the Sponsor deems appropriate, which may include, but is not limited to: withholding monthly progress payments; assessing sanctions; liquidated damages; and/or disqualifying the Consultant from future bidding as non-responsible.

1. Policy: It is the policy of the USDOT and the Sponsor that businesses owned by socially and economically disadvantaged individuals (DBEs) as defined in 49 CFR Part 26 have the maximum opportunity to participate in the performance of contracts financed in whole or in part with federal funds. Thus, the requirements of 49 CFR Part 26 apply to this Agreement.

2. Obligation of the Consultant to DBEs: The Consultant agrees to assure that DBEs have the maximum opportunity to participate in the performance of this Agreement and any subconsultant agreement financed in whole or in part with federal funds. In this regard the Consultant shall take all necessary and reasonable steps to assure that DBEs have the maximum opportunity to compete for and perform services. The Consultant shall not discriminate on the basis of race, color, religion, creed, disability, sex, age, or national origin in the performance of this Agreement or in the award of any subsequent subconsultant agreement. The Consultant shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of USDOT assisted agreements and contracts. Failure by the Consultant to carry out these requirements is a material breach of this Agreement, which may result in the termination of this Agreement or such other remedy, as the recipient deems appropriate.

3. Geographic Area for Solicitation of DBEs: The Consultant shall seek DBEs in the same geographic area in which the solicitation for other Subconsultants is made. If the Consultant cannot meet the DBE goal using DBEs from that geographic area, the Consultant shall, as a part of the effort to meet the goal, expand the search to a reasonably wider geographic area.

4. Determination of Participation Toward Meeting the DBE Goal: DBE participation shall be counted toward meeting the goal as follows:

A. Once a firm is determined to be a certified DBE, the total dollar value of the subconsultant agreement awarded to that DBE is counted toward the DBE goal set forth above.

B. The Consultant may count toward the DBE goal a portion of the total dollar value of a subconsultant agreement with a joint venture eligible under the DBE standards equal to the percentage of the ownership and control of the DBE partner in the joint venture.

C. The Consultant may count toward the DBE goal expenditures to DBEs who perform a commercially useful function in the completion of services required in this Agreement. A DBE is considered to perform a commercially

useful function when the DBE is responsible for the execution of a distinct element of the services specified in the Agreement and the carrying out of those responsibilities by actually performing, managing and supervising the services involved and providing the desired product.

D. A Consultant may count toward the DBE goal its expenditures to DBE firms consisting of fees or commissions charged for providing a bona fide service, such as professional, technical, consultant, or managerial services and assistance in the procurement of essential personnel, facilities, equipment, materials or supplies required for the performance of this Agreement, provided that the fee or commission is determined by the Sponsor to be reasonable and not excessive as compared with fees customarily allowed for similar services.

E. The Consultant is encouraged to use the services of banks owned and controlled by socially and economically disadvantaged individuals.

5. Replacement of DBE Subconsultants: The Consultant shall make good faith efforts to replace a DBE Subconsultant who is unable to perform satisfactorily with another DBE Subconsultant. Replacement firms must be approved by the Sponsor and MoDOT.

6. Verification of DBE Participation: Prior to the release of the retained percentage by the Sponsor, the Consultant shall file a list with the Sponsor showing the DBEs used and the services performed. The list shall show the actual dollar amount paid to each DBE that is applicable to the percentage participation established in this Agreement. Failure on the part of the Consultant to achieve the DBE participation specified in this Agreement may result in sanctions being imposed on the Sponsor for noncompliance with 49 CFR Part 26. If the total DBE participation is less than the goal amount stated by the Sponsor, the Sponsor may sustain damages, the exact extent of which would be difficult or impossible to ascertain. Therefore, in order to liquidate such damages, the monetary difference between the amount of the DBE goal dollar amount and the amount actually paid to the DBEs for performing a commercially useful function will be deducted from the Consultant's payments as liquidated damages. If this Agreement is awarded with less than the goal amount stated above by the Sponsor, that lesser amount shall become the goal amount and shall be used to determine liquidated damages. No such deduction will be made when, for reasons beyond the control of the Consultant, the DBE goal amount is not met.

7. Documentation of Good Faith Efforts to Meet the DBE Goal: The Agreement goal established by the Sponsor is stated above in Subsection (7)(A). The Consultant must document the good faith efforts it made to achieve that DBE goal, if the agreed percentage specified in Subsection (7)(C)(8) below is less than the percentage stated in Subsection (7)(A). Good faith efforts to meet this DBE goal amount may include such items as, but are not limited to, the following:

A. Attended a meeting scheduled by the Sponsor to inform DBEs of contracting or consulting opportunities.

B. Advertised in general circulation trade association and socially and economically disadvantaged business directed media concerning DBE subcontracting opportunities.

C. Provided written notices to a reasonable number of specific DBEs that their interest in a subconsultant agreement is solicited in sufficient time to allow the DBEs to participate effectively.

D. Followed up on initial solicitations of interest by contacting DBEs to determine with certainty whether the DBEs were interested in subconsulting work for this Agreement.

E. Selected portions of the services to be performed by DBEs in order to increase the likelihood of meeting the DBE goal (including, where appropriate, breaking down subconsultant agreements into economically feasible units to facilitate DBE participation).

F. Provided interested DBEs with adequate information about plans, specifications and requirements of this Agreement.

G. Negotiated in good faith with interested DBEs, and did not reject DBEs as unqualified without sound reasons based on a thorough investigation of their capabilities.

H. Made efforts to assist interested DBEs in obtaining any bonding, lines of credit or insurance required by the Sponsor or by the Consultant.

I. Made effective use of the services of available disadvantaged business organizations, minority contractors' groups, disadvantaged business assistance offices, and other organizations that provide assistance in the recruitment and placement of DBE firms.

8. DBE Participation Obtained by Consultant: The Consultant has obtained DBE participation and agrees to use DBE firms to complete at least 0% of the total services to be performed under this Agreement, by dollar value. All DBE firms which the Consultant intends to use, including DBE firm participation above and beyond the goal established in Subsection (7)(A), and the type and dollar value of the services each DBE will perform, is as follows:

(A) DBE NAME AND ADDRESS	(B) TYPE OF DBE SERVICE	(C) DOLLAR VALUE OF DBE SUB- CONTRACT	(D) PERCENT APPLICABL E TO DBE GOAL (100%, 60%)	(E) DOLLAR AMOUNT APPLICABLE TO DBE GOAL (C x D)	(F) PERCENT OF TOTAL CONTRACT (C / TOTAL CONTRACT AMOUNT)
Millennia Professional Services	Geotech	\$44,674.04	60%	\$26,949.04	10%
TOTAL DBE PARTICIPATION				\$26,949.04	10%

9. Good Faith Efforts to Obtain DBE Participation: If the Consultant's agreed DBE goal amount as specified in Subsection (7)(C)(8) is less than the Sponsor's DBE goal given in Subsection (7)(A), then the Consultant certifies good faith efforts were taken by Consultant in an attempt to obtain the level of DBE participation set by the Sponsor in Subsection (7)(A). Documentation of the Consultant's good faith efforts is to be submitted with this Agreement to the Sponsor and a copy submitted to MoDOT.

(8) SUBCONSULTANTS:

(A) The Consultant agrees that except for those firms and for those services listed below, there shall be no transfer of engineering services performed under this Agreement without the written consent of the Sponsor. Subletting, assignment, or transfer of the services or any part thereof to any other corporation, partnership, or individual is expressly prohibited. Any violation of this clause will be deemed cause for termination of this Agreement.

EXCEPTIONS (Subconsultant information):

List all Subconsultant(s) to be used for any piece of work outlined in this agreement, excluding DBE Firms listed in the DBE Participation Subsection (7)(C)(8), DBE Participation Obtained by Consultant, in this agreement. If none, write "N/A" in the first row of the first column.

FIRM NAME	COMPLETE ADDRESS	NATURE OF SERVICES	SUBCONTRACT AMOUNT
N/A	N/A	N/A	N/A

(B) The Consultant agrees and shall require the selected Subconsultants to maintain books, documents, papers, accounting records, and other evidence pertaining to direct costs and expenses incurred under the Agreement and to make such materials available at their offices at reasonable times during the Agreement period and for three (3) years from the date of final payment under the Agreement for inspection by the Sponsor or any of its authorized representatives (or any authorized representative of MoDOT or the federal government), and copies thereof shall be furnished.

(C) Unless waived or modified by the Sponsor, the Consultant agrees to require, and shall provide evidence to the Sponsor, that those Subconsultants shall maintain commercial general liability, automobile liability, professional liability and worker's compensation and employer's liability insurance, or alternatively, a comparable umbrella insurance policy submitted to and approved by MoDOT, for not less than the period of services under such subconsultant agreements, and in an amount equal to the Sponsor's sovereign immunity caps as stated in section 537.600 RSMo and subsequently adjusted by the Missouri Department of Insurance. If the statutory limit of liability for a type of liability specified in this section is repealed or does not exist, the minimum coverage shall not be less than the following amounts:

1. Commercial General Liability: \$500,000.00 per person up to \$3,000,000.00 per occurrence;
2. Automobile Liability: \$500,000.00 per person up to \$3,000,000.00 per occurrence;
3. Worker's Compensation in accordance with the statutory limits; and Employer's Liability: \$1,000,000.00; and
4. Professional Liability: \$1,000,000.00, each claim and in the annual aggregate.

(D) The subletting of the services will in no way relieve the Consultant of its primary responsibility for the quality and performance of the services to be performed hereunder, and the Consultant shall assume full liability for the services performed by its Subconsultants.

(E) The payment for the services of any Subconsultants will be reimbursed at cost by the Sponsor in accordance with the submitted invoices for such services, as set forth in Section (9), entitled "Fees and Payments".

(F) The Consultant agrees to furnish a list of any MoDOT-approved DBE Subconsultants under this Agreement upon the request of the Sponsor or MoDOT. Further, the Consultant agrees to report to the Sponsor on a monthly basis the actual payments made by the Consultant to such DBE Subconsultants.

(G) The Consultant agrees that any agreement between the Consultant and any Subconsultant shall be an actual cost plus fixed fee agreement if the amount of the agreement between the Consultant and Subconsultant exceeds Twenty-Five Thousand Dollars (\$25,000). Subconsultant agreements for amounts of \$25,000 or less may be lump sum or actual cost plus fixed fee as directed by the Sponsor.

(9) FEES AND PAYMENTS:

(A) The Consultant shall not proceed with the services described herein until the Consultant receives written authorization in the form of a Notice to Proceed from the Sponsor.

(B) The amount to be paid to the Consultant by the Sponsor as full remuneration for the performance of all services called for in this Agreement will be on the following basis, except that the lump sum fee for labor, overhead and profit plus other costs will not exceed a maximum amount payable of **\$267,641.00**, which is shown in Exhibit IV, "Derivation of Consultant Project Costs", and Exhibit V, "Engineering Basic and Special Services-Cost Breakdown" attached hereto and made a part of this Agreement. Payment under the provisions of this Agreement is limited to those costs incurred in accordance with generally accepted accounting principles to the extent they are considered necessary to the execution of the item of service.

(C) The Consultant's fee shall include the hourly salary of each associate and employee, salary-related expenses, general overhead, and direct non-salary costs as allowed by 48 CFR Part 31, the Federal Acquisition Regulations (FAR), and 23 CFR 172, Procurement, Management, and Administration of Engineering and Design Related Services. The hourly salary of each associate and employee is defined as the actual productive salaries expended to perform the services. The other billable costs for the project are defined as follows:

1. Salary-related expenses are additions to payroll cost for holidays, sick leave, vacation, group insurance, worker's compensation insurance, social security taxes (FICA), unemployment insurance, disability taxes, retirement benefits, and other related items.

2. General overhead cost additions are for administrative salaries (including non-productive salaries of associates and employees), equipment rental and maintenance, office rent and utilities, office maintenance, office supplies, insurance, taxes, professional development expenses, legal and audit fees, professional dues and licenses, use of electronic computer for accounting, and other related items.

3. Direct non-salary costs incurred in fulfilling the terms of this Agreement, such as but not limited to travel and subsistence, subcontract services, reproductions, computer charges, materials and supplies, and other related items, will be charged at actual cost without any override or additives.

4. The additions to productive salaries for Items in Subsections (9)(C) 1 and 2 will be established based on the latest audit.

5. The Consultant shall provide a detailed man hour/cost breakdown for each phase of the project indicating each job classification with base wage rates and the number of hours associated with each phase. The breakdown shall include work activities and be in sufficient detail to reflect the level of effort involved. This information shall be attached hereto and made a part of this Agreement as Exhibit V "Engineering Basic and Special Services -Cost Breakdown".

6. The Consultant shall provide a detailed breakdown of all Subconsultant fees, including overhead and profit, when requested by the Sponsor and/or MoDOT. Once the cumulative amount to be paid to a Subconsultant by the Consultant, as full remuneration for the performance of services, as called for in this Agreement and any supplemental agreements hereafter, equals or exceeds Twenty-Five Thousand Dollars (\$25,000), submittal of a separate Exhibit IV, "Derivation of Consultant Project Costs" and Exhibit V, "Engineering Basic and Special Services-Cost Breakdown", prepared to solely reflect the Subconsultant's fees shall be attached hereto and made a part of this Agreement, subject to the process described in Section (3) of this Agreement. These Exhibits prepared to reflect the Subconsultant's fees shall be labeled Exhibit IV-A and Exhibit V-A, respectively.

7. The Consultant shall provide a detailed breakdown of all travel expense, living expense, reproduction expense, and any other expense that may be incurred throughout the project. These expenses must be project specific and not covered in or by an overhead rate.

8. The property and equipment used on this project such as automotive vehicles, survey equipment, office equipment, etc., shall be owned, rented, or leased by the Consultant, and charges will be made to the project for the use of such property at the rate established by company policies and practices. Approval of the Sponsor and MoDOT will be required prior to acquisition of reimbursable special equipment.

9. The Consultant agrees to pay each Subconsultant under this Agreement for satisfactory performance of its contract no later than 15 days from the Consultant's receipt of each payment the Consultant receives from the Sponsor. The Consultant agrees further to return retainage payments to each Subconsultant within 15 days after the Subconsultant's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the Sponsor. This clause applies to both DBE and non-DBE Subconsultants.

(D) The Consultant shall submit an invoice for services rendered to the Sponsor not more than once every month. A progress summary indicating the current status of the services shall be submitted along with each invoice. Upon receipt of the invoice and progress summary, the Sponsor will, as soon as practical, but not later than

30 days from receipt, pay the Consultant for the services rendered, including the proportion of the fixed fee earned as reflected by the estimate of the portion of the services completed as shown by the progress summary, less partial payments previously made. A late payment charge of one and one half percent (1.5%) per month shall be assessed for those invoiced amounts not paid, through no fault of the Consultant, within 30 days after the Sponsor's receipt of the Consultant's invoice. The Sponsor will not be liable for the late payment charge on any invoice which requests payment for costs which exceed the proportion of the maximum amount payable earned as reflected by the estimate of the portion of the services completed, as shown by the progress summary. The payment, other than the fixed fee, will be subject to final audit of actual expenses incurred during the period of the Agreement.

(E) The Sponsor may hold a percentage of the amount earned by the Consultant, not to exceed two percent (2%), until 100% of services as required by Section (2), "Scope of Services," of this Agreement are completed and have been received and approved by the Sponsor and MoDOT. The payment will be subject to final audit of actual expenses during the period of the Agreement. Upon completion and acceptance of all services required by Section (2), "Scope of Services," the two percent (2%) retainage will be paid to the Consultant. As an alternative to withholding two percent (2%) retainage as set forth above, the Sponsor may accept a letter of credit or the establishment of an escrow account in the amount of said retainage and upon such other terms and conditions as may be acceptable to the Sponsor and the Consultant. If a letter of credit or escrow account is not acceptable to the Sponsor, then the percent retainage will control.

(10) PERIOD OF SERVICE:

(A) The services, and if more than one, then each phase thereof, shall be completed in accordance with the schedule contained in Exhibit VI, "Performance Schedule," attached hereto and made a part of this Agreement. The Consultant and the Sponsor will be required to meet this schedule.

(B) The Consultant and Sponsor will be required to meet the schedules in this Agreement. The Sponsor will grant time extensions for delays due to unforeseeable causes beyond the control of and without fault or negligence of the Consultant and no claim for damage shall be made by either party. Requests for extensions of time shall be made in writing by the Consultant before that phase of work is scheduled to be completed, stating fully the events giving rise to the request and justification for the time extension requested. The anticipated date of completion of the work, including review time, is stated in Exhibit VI of this Agreement. An extension of time shall be the sole allowable compensation for any such delays, except as otherwise provided in Section (3) for additional/changed work and differing/unforeseen conditions. Any extensions or additional costs shall be subject to MoDOT approval.

(C) As used in this provision, the term "delays due to unforeseeable causes" include but are not limited to the following:

1. War or acts of war, declared or undeclared;
2. Flooding, earthquake, or other major natural disaster preventing the Consultant from performing necessary services at the project site, or in the Consultant's offices, at the time such services must be performed;
3. The discovery on the project of differing site conditions, hazardous substances, or other conditions which, in the sole judgment of the Sponsor, justifies a suspension of the services or necessitates modifications of the project design or plans by the Consultant;
4. Court proceedings;
5. Changes in services or extra services.

(11) TERMINATION OF AGREEMENT – 2 CFR § 200 Appendix II(B):

(A) Termination for Convenience:

1. The Sponsor may, by written notice to the Consultant, terminate this Agreement for its convenience and without cause or default on the part of the Consultant. Upon receipt of the notice of termination, except as explicitly directed by the Sponsor, the Consultant must immediately discontinue all services affected.
2. Upon termination of the Agreement, the Consultant must deliver to the Sponsor all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Consultant under this Agreement, whether complete or partially complete.
3. The Sponsor agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.
4. The Sponsor further agrees to hold the Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

(B) Termination for Default:

1. Either party may terminate this Agreement for cause if the other party fails to fulfill its obligations that are essential to the completion of the work per the terms and conditions of the Agreement. The party initiating the termination action must allow the breaching party an opportunity to dispute or cure the breach.
2. The terminating party must provide the breaching party seven days advance written notice of its intent to terminate the Agreement. The notice must

specify the nature and extent of the breach, the conditions necessary to cure the breach, and the effective date of the termination action. The rights and remedies in this clause are in addition to any other rights and remedies provided by law or under this agreement.

3. Termination by the Sponsor:

a. The Sponsor may terminate this Agreement, in whole or in part, for the failure of the Consultant to:

i. Perform the services within the time specified in this Agreement or by Sponsor-approved extension;

ii. Make adequate progress so as to endanger satisfactory performance of the Project; or

iii. Fulfill the obligations of the Agreement that are essential to the completion of the Project.

b. Upon receipt of the notice of termination, the Consultant must immediately discontinue all services affected unless the notice directs otherwise. Upon termination of the Agreement, the Consultant must deliver to the Sponsor all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Consultant under this Agreement, whether complete or partially complete.

c. The Sponsor agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

d. The Sponsor further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

e. If, after finalization of the termination action, the Sponsor determines the Consultant was not in default of the Agreement, the rights and obligations of the parties shall be the same as if the Sponsor issued the termination for the convenience of the Sponsor.

4. Termination by Consultant:

a. The Consultant may terminate this Agreement in whole or in part, if the Sponsor:

i. Defaults on its obligations under this Agreement;

ii. Fails to make payment to the Consultant in accordance with the terms of this Agreement; or

iii. Suspends the Project for more than one hundred eighty (180) days due to reasons beyond the control of the Consultant.

b. Upon receipt of a notice of termination from the Consultant, the Sponsor agrees to cooperate with the Consultant for the purpose of terminating the Agreement or a portion thereof, by mutual consent. If the Sponsor and Consultant cannot reach mutual agreement on the termination settlement, the Consultant may, without prejudice to any rights and remedies it may have, proceed with terminating all or parts of this Agreement based upon the Sponsor's breach of the Agreement.

c. In the event of termination due to Sponsor breach, the Consultant is entitled to invoice the Sponsor and to receive full payment for all services performed or furnished in accordance with this Agreement and all justified reimbursable expenses incurred by the Consultant through the effective date of termination action. The Sponsor agrees to hold the Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

(12) OWNERSHIP OF DRAWINGS AND DOCUMENTS:

(A) All drawings and documents prepared in performance of this Agreement shall be delivered to and become the property of the Sponsor upon suspension, abandonment, cancellation, termination, or completion of the Consultant's services hereunder; provided, however,

1. The Consultant shall have the right to their future use with written permission of the Sponsor;

2. The Consultant shall retain its rights in its standard drawing details, designs, specifications, CADD files, databases, computer software, and any other proprietary property; and

3. The Consultant shall retain its rights to intellectual property developed, utilized, or modified in the performance of the services subject to the following:

A. Copyrights. Sponsor, as the contracting agency, reserves a royalty-free, nonexclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, for Governmental purposes:

I. The copyright in any works developed under this Agreement, or under a subgrant or contract under this Agreement; and

II. Any rights of copyright to which Sponsor, its Consultant or Subconsultant purchases ownership with payments provided by this Agreement.

B. Patents. Rights to inventions made under this Agreement shall be determined in accordance with 37 CFR Part 401. The standard patent rights clause at 37 CFR § 401.14, as modified below, is hereby incorporated by reference.

I. The terms "to be performed by a small business firm or domestic nonprofit organization" shall be deleted from paragraph (g)(1) of the clause;

II. Paragraphs(g)(2) and (g)(3) of the clause shall be deleted; and

III. Subsection (l) of the clause, entitled "communication" shall read as follows: "(l) Communication. All notifications required by this clause shall be submitted to the Sponsor".

IV. The following terms in 37 CFR 401.14 shall for the purpose of this Agreement have the following meaning:

Contractor - Consultant

Government and Federal Agency - Sponsor

Subcontractor - Subconsultant

4. Basic survey notes, design computations, and other data prepared under this Agreement shall be made available for use by the Sponsor without further compensation and without restriction or limitation on their use.

(B) Electronically Produced Documents:

1. Electronically produced documents will be submitted to the Sponsor, MoDOT, and/or FAA in data files compatible with CAD 2018 and Adobe PDF. The Consultant makes no warranty as to the compatibility of the data files beyond the above specified release or version of the stated software.

2. Because data stored on electronic media can deteriorate undetected or be modified without the Consultant's knowledge, the electronic data files submitted to the Sponsor will have an acceptance period of 60 calendar days after receipt by the Sponsor. If during that period the Sponsor finds any errors or omissions in the files, the Consultant will correct the errors or omissions as a part of this Agreement.

However, any changes requested by the Sponsor during the 60 calendar day acceptance period that constitute Additional Services under Section (3) shall be compensated in accordance with the terms of the Agreement. The Consultant will not be responsible for maintaining copies of the submitted electronic data files after the acceptance period.

3. Any changes requested after the acceptance period will be considered additional services for which the Consultant shall be reimbursed at the hourly rates established herein plus the cost of materials.

4. The data on the electronic media shall not be considered the Consultant's instrument of service. Only the submitted hard copy documents with the Consultant Engineer's seal on them will be considered the instrument of service. The Consultant's nameplate shall be removed from all electronic media provided to the Sponsor.

(C) The Sponsor may incorporate any portion of the deliverables into a project other than that for which they were performed, without further compensation to the Consultant; provided however, that (1) such deliverables shall thereupon be deemed to be the work product of the Sponsor, and the Sponsor shall use same at its sole risk and expense; and (2) the Sponsor shall remove the Consultant's name, seal, endorsement, and all other indices of authorship from the deliverables.

(13) DECISIONS UNDER THIS AGREEMENT AND DISPUTES:

(A) The Sponsor will determine the acceptability of the drawings, specifications, and estimates and all other deliverables to be furnished, and will decide the questions that may arise relative to the proper performance of this Agreement. The determination of acceptable deliverables may occur following final payment, and as late as during the construction of the project which decisions shall be conclusive, binding and incontestable, if not arbitrary, capricious or the result of fraud.

(B) The Sponsor will decide all questions which may arise as to the quality, quantity, and acceptability of services performed by Consultant and as to the rate of progress of the services; all questions which may arise as to the interpretation of the plans and specifications; all questions as to the acceptable fulfillment of the Agreement on the part of the Consultant; the proper compensation for performance or breach of the Agreement; and all claims of any character whatsoever in connection with or growing out of the services of the Consultant, whether claims under this Agreement or otherwise. The Sponsor's decisions shall be conclusive, binding and incontestable if not arbitrary, capricious or the result of fraud.

(C) If the Consultant has a claim for payment against the Sponsor which in any way arises out of the provisions of this Agreement or the performance or non-performance hereunder, written notice of such claim must be made within sixty (60) days of the Consultant's receipt of payment for the retained percentage. Notwithstanding Section (23) of this Agreement, the notice of claim shall be personally delivered or sent

by certified mail to the Sponsor. The notice of claim shall contain an itemized statement showing completely and fully the items and amounts forming the basis of the claim and the factual and legal basis of the claim.

(D) Any claim for payment or an item of any such claim not included in the notice of claim and itemized statement, or any such claim not filed within the time provided by this provision shall be forever waived, and shall neither constitute the basis of nor be included in any legal action, counterclaim, set-off, or arbitration against the Sponsor.

(E) The claims procedure in Subsections (13)(C) and (D) does not apply to any claims of the Sponsor against the Consultant. Further, any claims of the Sponsor against the Consultant under this Agreement are not waived or estopped by the claims procedure in Subsections (13)(C) and (D).

(F) Notwithstanding Subsections (13)(A) through (E) above, in the event of any material dispute hereunder, both parties agree to pursue, diligently and in good faith, a mutually acceptable resolution.

(14) SUCCESSORS AND ASSIGNS: The Sponsor and the Consultant agree that this Agreement and all agreements entered into under the provisions of this Agreement shall be binding upon the parties hereto and their successors and assigns.

(15) INDEMNIFICATION RESPONSIBILITY:

(A) The Consultant agrees to save harmless the Sponsor, MoDOT, and the FAA from all liability, losses, damages, and judgments for bodily injury, including death and property damage to the extent due to the Consultant's negligent acts, errors, or omissions in the services performed or to be performed under this Agreement, including those negligent acts, errors, or omissions of the Consultant's employees, agents, and Subconsultants.

(B) The Consultant shall be responsible for the direct damages incurred by the Sponsor as result of the negligent acts, errors, or omissions of the Consultant or anyone for whom the Consultant is legally responsible, and for any losses or costs to repair or remedy construction as a result of such negligent acts, errors or omissions; provided, however, the Consultant shall not be liable to the Sponsor for such losses, costs, repairs and/or remedies which constitute betterment of or an addition of value to the construction or the project.

(C) Neither the Sponsor's review, approval or acceptance of or payment for any services required under this Agreement, nor the termination of this Agreement prior to its completion, will be construed to operate as a waiver of any right under this Agreement or any cause of action arising out of the performance of this Agreement. This indemnification responsibility survives the completion of this Agreement, as well as the construction of the project at some later date, and remains as long as the construction contractor may file or has pending a claim or lawsuit against the Sponsor on this project

arising out of the Consultant's services hereunder.

(16) INSURANCE:

(A) The Consultant shall maintain commercial general liability, automobile liability, and worker's compensation and employer's liability insurance in full force and effect to protect the Consultant from claims under Worker's Compensation Acts, claims for damages for personal injury or death, and for damages to property from the negligent acts, errors, or omissions of the Consultant and its employees, agents, and Subconsultants in the performance of the services covered by this Agreement, including, without limitation, risks insured against in commercial general liability policies.

(B) The Consultant shall also maintain professional liability insurance to protect the Consultant against the negligent acts, errors, or omissions of the Consultant and those for whom it is legally responsible, arising out of the performance of professional services under this Agreement.

(C) The Consultant's insurance coverages shall be for not less than the following limits of liability:

1. Commercial General Liability: \$500,000.00 per person up to \$3,000,000.00 per occurrence;

2. Automobile Liability: \$500,000.00 per person up to \$3,000,000.00 per occurrence;

3. Worker's Compensation in accordance with the statutory limits; and Employer's Liability: \$1,000,000.00; and

4. Professional ("Errors and Omissions") Liability: \$1,000,000.00, each claim and in the annual aggregate.

(D) In lieu of the minimum coverage stated in Subsections (16)(C)(1) and (C)(2) above, the Consultant may obtain insurance at all times in an amount equal to the Sponsor's sovereign immunity caps as stated in section 537.600 RSMo and subsequently adjusted by the Missouri Department of Insurance. If the statutory limit of liability for a type of liability specified in this section is repealed or does not exist, the Consultant shall obtain insurance with the minimum coverage stated in Subsections (16)(C)(1) and (C)(2) above.

(E) The Consultant shall, upon request at any time, provide the Sponsor with certificates of insurance evidencing the Consultant's commercial general or professional liability ("Errors and Omissions") policies and evidencing that they and all other required insurance is in effect, as to the services under this Agreement.

(F) Any insurance policy required as specified in Section (16) shall be written by a company which is incorporated in the United States of America or is based

in the United States of America. Each insurance policy must be issued by a company authorized to issue such insurance in the State of Missouri.

(17) CONSTRUCTION PHASE OF THE PROJECT:

(A) This Agreement does not include construction phase services. Review of shop drawings and other construction phase services can be added by Supplemental Agreement after design has been completed and the construction contract period has been determined.

(B) Because the Consultant has no control over the cost of labor, materials, equipment, or services furnished by others, or over the construction contractor(s)' methods of determining prices, or over competitive bidding or market conditions, any of the Consultant's opinions of probable project costs and/or construction cost, if provided for herein, are to be made on the basis of the Consultant's experience and qualifications and represent the Consultant's best judgment as an experienced and qualified design professional, familiar with the construction industry, but the Consultant cannot and does not guarantee that proposals, bids, or actual total project costs and/or construction costs will not vary from opinions of probable costs prepared by the Consultant.

(C) The Consultant shall not have control over or charge of and shall not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the construction work, since these are solely the construction contractor(s)' responsibility under the construction contract(s). The Consultant shall not be responsible for the construction contractor(s)' schedules or failure to carry out the construction work in accordance with the construction contract(s). The Consultant shall not have control over or charge of acts of omissions of the construction contractor(s), or any of its or their subcontractors, agents, or employees, or of any other persons performing portions of the construction work.

(18) NONDISCRIMINATION ASSURANCE: During the performance of this Agreement, the Consultant, for itself, its assignees, and successors in interest (hereinafter referred to as the "Consultant") agrees as follows:

(A) Compliance With Regulations: The Consultant will comply with the "Title VI List of Pertinent Nondiscrimination Acts and Authorities", as they may be amended from time to time, which are herein incorporated by reference and made a part of this Agreement. In addition, the Consultant shall comply with all state statutes related to nondiscrimination.

(B) Nondiscrimination: The Consultant, with regard to the work performed by it during the Agreement, will not discriminate on the grounds of race, color, or national origin in the selection and retention of Subconsultants, including procurements of materials and leases of equipment. The Consultant will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the Agreement covers any activity, project, or

program set forth in Appendix B of 49 CFR Part 21.

(C) Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding or negotiation made by the Consultant for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential Subconsultant or supplier will be notified by the Consultant of the Consultant's obligations under this Agreement and the Nondiscrimination Acts and Authorities on the grounds of race, color, or national origin.

(D) Information and Reports: The Consultant will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Sponsor, MoDOT or the FAA to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of the Consultant is in the exclusive possession of another who fails or refuses to furnish the information, the Consultant will so certify to the Sponsor, MoDOT or the FAA, as appropriate, and will set forth what efforts it has made to obtain the information.

(E) Sanctions for Noncompliance: In the event of a Consultant's noncompliance with the nondiscrimination provisions of this Agreement, the Sponsor will impose such contract sanctions as it, MoDOT, or the FAA may determine to be appropriate, including, but not limited to:

1. Withholding payments to the Consultant under this Agreement until the Consultant complies; and/or
2. Cancelling, terminating, or suspending this Agreement, in whole or in part.

(F) Incorporation of Provisions: The Consultant will include these nondiscrimination provisions in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Consultant will take action with respect to any subcontract or procurement as the Sponsor, MoDOT or the FAA may direct as a means of enforcing such provisions, including sanctions for noncompliance; provided, that if the Consultant becomes involved in, or is threatened with litigation by a Subconsultant or supplier because of such direction, the Consultant may request the Sponsor or the United States to enter into such litigation to protect the interests of the Sponsor or United States.

(H) Title VI List of Pertinent Nondiscrimination Acts and Authorities: During the performance of this Agreement, the Consultant, for itself, its assignees, and successors in interest (hereinafter referred to as the "Consultant") agrees to comply with the following nondiscrimination statutes and authorities, including, but not limited to:

1. Title VI of the Civil Rights Act of 1964 (42 USC § 2000d *et seq.*, 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
2. 49 CFR Part 21 (Non-Discrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964);
3. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 USC § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
4. Section 504 of the Rehabilitation Act of 1973 (29 USC § 794 *et seq.*), as amended (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
5. The Age Discrimination Act of 1975, as amended (42 USC § 6101 *et seq.*) (prohibits discrimination on the basis of age);
6. Airport and Airway Improvement Act of 1982 (49 USC § 471, Section 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex);
7. The Civil Rights Restoration Act of 1987 (PL 100-209) (Broadened the scope, coverage, and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
8. Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 USC §§ 12131-12189) as implemented by U.S. Department of Transportation regulations at 49 CFR Parts 37 and 38;
9. The FAA's nondiscrimination statute (49 USC § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
10. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
11. Executive Order 13166, Improving Access to Services for

Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); and

12. Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 USC § 1681 *et seq.*).

(19) APPROVAL: This Agreement is made and entered into subject to the approval of MoDOT.

(20) AVIATION FEDERAL AND STATE CLAUSES:

(A) Civil Rights – 49 USC § 47123: The Consultant agrees to comply with pertinent statutes, Executive Orders and such rules as are promulgated to assure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance. This provision binds the Consultant and any subconsultants from the solicitation period through the completion of the Agreement. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

(B) Trade Restriction Certification – 49 U.S.C. § 50104, 49 CFR Part 30:  
1. By execution of this Agreement, the Consultant certifies that with respect to this Agreement, the Consultant:

A. is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (USTR);

B. has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the USTR; and

C. has not entered into any subcontract for any product to be used on the project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR.

2. This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

3. The Consultant must provide immediate written notice to the

Sponsor if the Consultant learns that its certification or that of a subconsultant was erroneous when submitted or has become erroneous by reason of changed circumstances. The Consultant must require subconsultants provide immediate written notice to the Consultant if at any time it learns that its certification was erroneous by reason of changed circumstances.

4. Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to a Consultant or subconsultant:

A. who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR; or

B. whose subconsultants are owned or controlled by one or more citizens or nationals of a foreign country on such USTR list; or

C. who incorporates in the public works project any product of a foreign country on such USTR list.

5. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a Consultant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

6. The Consultant agrees that it will incorporate this provision for certification without modification in all lower tier subcontracts. The Consultant may rely on the certification of a prospective subconsultant that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by USTR, unless the Consultant has knowledge that the certification is erroneous.

7. This certification is a material representation of fact upon which reliance was placed when entering into this Agreement. If it is later determined that the Consultant or subconsultant knowingly rendered an erroneous certification, MoDOT or the FAA may direct through the Sponsor cancellation of the Agreement for default at no cost to the Sponsor, MoDOT or the FAA.

(C) Eligible Employees - Executive Order 07-13:

1. The Consultant shall comply with all the provisions of Executive Order 07-13, issued by the Honorable Matt Blunt, Governor of Missouri, on the sixth (6th) day of March, 2007. This Executive Order, which promulgates the State of Missouri's position to not tolerate persons who contract with the state engaging in or supporting illegal activities of employing individuals who are not eligible to work in the United States, is incorporated herein by reference and made a part of this Agreement. By signing this Agreement, the Consultant hereby certifies that any employee of the Consultant assigned to perform services under this Agreement is eligible and authorized

to work in the United States in compliance with federal law. In the event the Consultant fails to comply with the provisions of Executive Order 07-13, or in the event the Sponsor has reasonable cause to believe that the Consultant has knowingly employed individuals who are not eligible to work in the United States in violation of federal law, the Sponsor reserves the right to impose such contract sanctions as it may determine to be appropriate, including but not limited to contract cancellation, termination or suspension in whole or in part or both.

2. The Consultant shall include the above-provision concerning said Executive Order within every subcontract. The Consultant shall take such action with respect to any subcontract as the Sponsor may direct as a means of enforcing such provisions, including sanctions for noncompliance.

(D) Texting While Driving – Executive Order 13513, DOT Order 3902.10:

1. In accordance with Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving" (10/1/2009) and DOT Order 3902.10 "Text Messaging While Driving" (12/30/2009), FAA encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or sub-grant.

2. In support of this initiative, the Sponsor encourages the Consultant to promote policies and initiatives for its employees and other work personnel that decrease crashes by distracted drivers, including policies that ban text messaging while driving motor vehicles while performing work activities associated with the project. The Consultant must include the substance of this clause in all sub-tier contracts exceeding Three Thousand Five Hundred Dollars (\$3,500) and involve driving a motor vehicle in performance of work activities associated with the project.

(E) Veteran's Preference – 49 USC § 47112(c): In the employment of labor (except in executive, administrative, and supervisory positions), the Consultant and all subconsultants must give preference to covered veterans as defined within Title 49 U.S.C. § 47112. Covered veterans include Vietnam era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns (as defined by 15 U.S.C. § 632) owned and controlled by disabled veterans. This preference only applies when there are covered veterans readily available and qualified to perform the work to which the employment relates.

(F) Federal Fair Labor Standards Act (Federal Minimum Wage) – 29 USC § 201, et seq.: All contracts and subcontracts that result from this Agreement incorporate by reference the provisions of 29 CFR Part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part-time workers. The Consultant has full responsibility to monitor compliance to the above-referenced statute and regulation. The Consultant must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

(G) Occupational Safety and Health Act of 1970 – 20 CFR Part 1910: All contracts and subcontracts that result from this Agreement incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. The Consultant must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The Consultant retains full responsibility to monitor its compliance and its subconsultants' compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). The Consultant must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

(H) Energy Conservation Requirements – 2 CFR § 200, Appendix II(H): The Consultant and any subconsultants agree to comply with mandatory standards and policies relating to energy efficiency as contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201 *et seq.*).

(I) Debarment and Suspension (Non-Procurement) – 2 CFR Part 180 (Subpart C), 2 CFR Part 1200, DOT Order 4200.5 DOT Suspension & Debarment Procedures & Ineligibility:

1. By executing this Agreement, the Consultant certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this Agreement.

2. The Consultant, by administering each lower tier subconsultant agreement that exceeds \$25,000 as a "covered transaction", must verify each lower tier Subconsultant participant of a "covered transaction" under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The Consultant will accomplish this by:

A. Checking the System for Award Management at website: <https://www.sam.gov>.

B. Collecting a certification statement similar to the statement in Subsection (20)(I)1.

C. Inserting a clause or condition in the covered transaction with the lower tier Subcontractor.

3. If the Sponsor, MoDOT or the FAA later determines that a lower tier participant failed to disclose to a higher tier that it was excluded or disqualified at the time it entered the covered transaction, the Sponsor, MoDOT or the FAA may pursue any available remedy, including suspension or debarment of the non-compliant participant.

(J) Lobbying and Influencing Federal Employees – 31 U.S.C. § 1352, 2 CFR § 200, Appendix II(J), 49 CFR Part 20, Appendix A:

1. The Consultant certifies by execution of this Agreement, to the best of its knowledge and belief, that:

A. No Federal appropriated funds have been paid or will be paid, by or on behalf of the Consultant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

B. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Consultant shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

C. The Consultant shall require that the language of this Subsection (20)(F) be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, United States Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than Ten Thousand Dollars (\$10,000) and not more than One Hundred Thousand Dollars (\$100,000) for each such failure.

(K) Contract Workhours and Safety Standards Act Requirements – 2 CFR § 200 Appendix II (E):

1. Overtime Requirements: No contractor or subcontractor contracting for any part of the Agreement work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic, including watchmen and guards, in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

2. Violation; Liability for Unpaid Wages; Liquidated Damages: In the event of any violation of the clause set forth in Subsection (20)(K)1. above, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the Sponsor and/or the United States for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in Subsection (20)(K)1. above, in the sum of Ten Dollars (\$10) for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in Subsection (20)(K)1. above.

3. Withholding for Unpaid Wages and Liquidated Damages: The FAA, MoDOT or the Sponsor shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld from any monies payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other Federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in Subsection (20)(K)2. above.

4. Subcontractors: The contractor or subcontractor shall insert in any subcontracts the clauses set forth in this Subsection (20) and also a clause requiring the subcontractor to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in this Subsection (20).

(L) Breach of Contract Terms Sanctions - 2 CFR §200 Appendix II(A): Any violation or breach of the terms of this Agreement on the part of the Consultant or any Subconsultant may result in the suspension or termination of this Agreement or such other action that may be necessary to enforce the rights of the parties of this Agreement. The Sponsor will provide the Consultant written notice that describes the nature of the breach and corrective actions the Consultant must undertake in order to avoid termination of this Agreement. The Sponsor reserves the right to withhold payments to the Consultant until such time the Consultant corrects the breach or the Sponsor elects to terminate this Agreement. The Sponsor's notice will identify a specific date by which the Consultant must correct the breach. The Sponsor may proceed with termination of this Agreement if the Consultant fails to correct the breach by deadline indicated in the Sponsor's notice. The duties and obligations imposed by the Agreement and the rights and remedies available thereunder are in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.

(M) Clean Air and Water Pollution Control – 2 CFR 200 § 200, Appendix II(G): The Consultant agrees:

1. To comply with all applicable standards, orders, and regulations issued pursuant to the Clean Air Act (42 U.S.C. § 740-7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. § 1251-1387); and

2. To report any violation to the Sponsor immediately upon discovery. The Sponsor assumes responsibility for notifying the Environmental Protection Agency and the FAA.

(N) Right to Inventions - 2 CFR §200 Appendix II(F), 37 CFR § 401: Contracts or agreements that include the performance of experimental, developmental, or research work must provide for the rights of the Federal Government and the Sponsor in any resulting invention as established by 37 CFR Part 401, Rights to Inventions Made by Non-Profit Organizations and Small Business Firms Under Government Grants, Contracts, and Cooperative Agreements. This Agreement incorporates by reference the patent and inventions rights as specified within 37 CFR § 401.14. The Consultant must include this requirement in all sub-tier contracts involving experimental, developmental or research work.

(O) Certification of Consultant Regarding Tax Delinquency and Felony Convictions: The Consultant certifies that it is not a corporation that:

1. Has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; or

2. Was convicted of a criminal violation under any Federal law within the preceding twenty-four (24) months.

(21) ACTIONS: No action may be brought by either party hereto concerning any matter, thing, or dispute arising out of or relating to the terms, performance, non-performance, or otherwise of this Agreement except in the Circuit Court of Phelps County, Missouri. The parties agree that this Agreement is entered into at Rolla, Missouri and substantial elements of its performance will take place or be delivered at Rolla, Missouri, by reason of which the Consultant consents to venue of any action against it in Phelps County, Missouri. The Consultant shall cause this provision to be incorporated into all of its agreements with, and to be binding upon, all Subconsultants of the Consultant in the performance of this Agreement.

(22) AUDIT OF RECORDS: For purpose of an audit, the Consultant shall maintain all those records relating to direct costs and expenses incurred under this Agreement, including but not limited to invoices, payrolls, bills, receipts, etc. These records must be available at all reasonable times to the Sponsor, MoDOT, the FAA, and the Comptroller General of the United States or their designees and representatives, at the Consultant's offices, at no charge, during the Agreement period and any extension thereof, and for the three (3) year period following the date of final payment made under this Agreement. If the Sponsor has notice of a potential claim against the Consultant and/or the Sponsor based on the Consultant's services under this Agreement, the

Consultant, upon written request of the Sponsor, shall retain and preserve its records until the Sponsor has advised the Consultant in writing that the disputed claim is resolved.

(23) **NOTICE TO THE PARTIES:** All notices or communications required by this Agreement shall be made in writing and shall be effective upon receipt by the Sponsor or the Consultant at their respective addresses of record. Letters or other documents which are prepared in 8.5 x 11 inch format may be delivered by telefax, provided that an original is received at the same address as that to which that telefax message was sent, within three (3) business days of the telefax transmission. Either party may change its address of record by written notice to the other party.

(A) **Notice to the Sponsor:** Notices to the Sponsor shall be addressed and delivered to the following Sponsor's representative, who is hereby designated by the Sponsor as its primary authorized representative for administration, interpretation, review, and enforcement of this Agreement and the services of the Consultant hereunder:

NAME AND TITLE OF SPONSOR'S REPRESENTATIVE	Keith Reisberg, City Administrator		
SPONSOR'S NAME	City of Rolla		
SPONSOR'S ADDRESS	901 North Elm Street Rolla, MO 65401		
PHONE	573-426-7948	FAX	
E-MAIL ADDRESS	kriesberg@rollacity.gov		

The Sponsor reserves the right to substitute another person for the individual named at any time, and to designate one or more other representatives to have authority to act upon its behalf generally or in limited capacities, as the Sponsor may now or hereafter deem appropriate. Such substitution or designations shall be made by the Sponsor in a written notice to the Consultant.

(B) **Notice to the Consultant:** Notices to Consultant shall be addressed and delivered to Consultant's representative, as follows:

NAME AND TITLE OF CONSULTANT'S REPRESENTATIVE	Laura Koonce, Project Manager		
CONSULTANT'S NAME	Woolpert, Inc		
CONSULTANT'S ADDRESS	931 Wildwood Drive, Suite 101 Jefferson City, MO 65109		
PHONE	(573) 658-9477	FAX	
E-MAIL ADDRESS	laura.koonce@woolpert.com		

The Consultant reserves the right to substitute another person for the individual named at any time, and to designate one or more other representatives to have authority to act upon its behalf generally or in limited capacities, as the Consultant may now or hereafter deem appropriate. Such substitutions or designations shall be made by the Consultant's president or chief executive officer in a written notice to the Sponsor.

(24) LAW OF MISSOURI TO GOVERN: This Agreement shall be construed according to the laws of the State of Missouri. The Consultant shall comply with all local, state, and federal laws and regulations which govern the performance of this Agreement.

(25) CONFIDENTIALITY: The Consultant agrees that the Consultant's services under this Agreement are a confidential matter between the Consultant and the Sponsor. The Consultant shall not disclose any aspect of the Consultant's services under this Agreement to any other person, corporation, governmental entity, or news media, excepting only to Consultant's lawyers, accountants, insurers, and such employees, Subconsultants, and agents as may be necessary to allow them to perform services for the Consultant in the furtherance of this Agreement, without the prior approval of the Sponsor; provided, however, that any confidentiality and non-disclosure requirements set out herein shall not apply to any of the Consultant's services or to any information which (1) is already in the public domain or is already in the Consultant's possession at the time the Consultant performs the services or comes into possession of the information; (2) is received from a third party without any confidentiality obligations; or (3) is required to be disclosed by governmental or judicial order. Any disclosure pursuant to a request to the Sponsor under Chapter 610, RSMo, shall not constitute a breach of this Agreement. The content and extent of any authorized disclosure shall be coordinated fully with and under the direction of the Sponsor, in advance.

(26) SOLE BENEFICIARY: This Agreement is made for the sole benefit of the parties hereto and nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the Sponsor and the Consultant.

(27) SEVERABILITY AND SURVIVAL:

(A) Any provision or part of this Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the Sponsor and the Consultant.

(B) All express representations, indemnifications, or limitations of liability made or given in this Agreement will survive the completion of all services by the Consultant under this Agreement or the termination of this Agreement for any reason.

(28) PAYMENT BOND: In the event that any subconsultants are used to supply at least fifty thousand dollars (\$50,000) worth of materials and/or labor not within the scope of environmental assessment services or licensed professional services as defined by chapter 327, RSMo, the Consultant shall require any such subconsultants to provide laborers and materialmen with adequate bond security. Payment bonds shall be executed by any such subconsultants with the subconsultant as principal and a surety company authorized to do business in the State of Missouri as surety, and any agent executing the same on behalf of a subconsultant or surety company must attach a current Power of Attorney setting forth sufficient execution authority. Said payment bonds must be acceptable to the Sponsor to cover all materials used, all labor performed, and all

insurance premiums necessary to comply with Section 107.170, RSMo, and must be provided to the Sponsor prior to the performance of such subconsultant services under this Agreement.

(29) AMENDMENTS: Any change in this Agreement, whether by modification or supplementation, must be accomplished by a formal contract amendment signed and approved by the duly authorized representative of the Sponsor and the Consultant.

(30) ATTACHMENTS: The following Exhibits and other documents are attached to and made a part of this Agreement:

- (A) Exhibit I: Project Description.
- (B) Exhibit II: Scope of Services.
- (C) Exhibit IIA: Current FAA Advisory Circulars, Standards, Guidance and MoDOT Standards
- (D) Exhibit III: Services Provided by the Sponsor.
- (E) Exhibit IV: Derivation of Consultant Project Costs.
- (F) Exhibit V: Engineering Basic and Special Services - Cost Breakdown.
- (G) Exhibit VI: Performance Schedule

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement, executed by their respective proper officials, on the date last written below.

Executed by the **Consultant** the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Executed by the **Sponsor** the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Consultant:  
Woolpert, Inc.

Sponsor:  
City of Rolla

By: \_\_\_\_\_  
Signature

By: \_\_\_\_\_  
Signature

Title: Vice President

Title: \_\_\_\_\_

ATTEST:

ATTEST:

By: \_\_\_\_\_  
Signature

By: \_\_\_\_\_  
Signature

Title: \_\_\_\_\_

Title: \_\_\_\_\_

## **EXHIBIT I**

### **PROJECT DESCRIPTION**

This project shall consist of preparing Construction Plans, Contract Documents, Technical Specifications, and Engineer's Design Report, along with Bidding and Design Survey for the Runway 13/31 Rehabilitation Project.

**SCOPE OF WORK  
FOR  
ROLLA NATIONAL AIRPORT  
Vichy, MO  
MoDOT Project No. 26-056A-1  
Runway 13/31 Rehabilitation**

This is an Appendix attached to, made a part of and incorporated by reference with the Professional Services Agreement dated December 31, 2025, between Rolla National Airport and Woolpert, Inc., for providing professional services. For the remainder of this scope the Rolla National Airport is indicated as “Sponsor” and Woolpert, Inc., is indicated as “Engineer.” The construction budget for this project is approximately \$2,360,000.00. This construction budget does not include administrative, legal, or professional fees.

This project shall consist of preparing Construction Plans, Contract Documents, Technical Specifications, and Engineer’s Design Report, along with Bidding and Design Survey for the Runway 13/31 Rehabilitation Project. This scope of work is for the consulting services provided by the Engineer for the Sponsor. See Exhibit No. 1 below for the project location.



**EXHIBIT NO. 1**

**DESCRIPTION**

This project shall consist of rehabilitating Runway 13/31. This will include a mill and fill of Runway 13/31 (except for the intersection) and a mill and fill of Taxiway A to the hold bar on either side of the runway, along with repairing the blow ups at the edge of concrete at both ends of Runway 13/31. The design will include splitting the above items in schedules to be awarded as funding allows.

The intersection of Runway 13/31 and Runway 4/22 underwent full depth reclamation in 2020. The runway is 100 feet wide, and 5,500 feet long. Runway 13/31 intersects Runway 4/22 and has adjoining taxiways, Taxiway A, on each side.

The engineering fees for this project will be broken into two parts. **Part A-Basic Services** includes; 1) Preliminary Design Phase, 2) Design Phase, 3) Bidding Phase, and Reimbursable Costs During Design and Bidding and **Part B-Special Services**, which includes; 4) Design Survey Phase, and Reimbursable Costs During Survey. Additional services that will be completed by subconsultants to the Engineer, including the proposed geotechnical investigation will also be included under **Part B-Special Services**. Parts A and B and the four phases are described in more detail below.

**PART A - BASIC SERVICES** consists of the Preliminary Design Phase, Design Phase, and Bidding Phase, all invoiced on a lump sum basis.

### **1.0 Preliminary Design Phase**

**1.01 Coordinate and Attend Meetings with the Sponsor and MoDOT.** Meetings with the Sponsor and MoDOT will take place to determine critical project dates, establish the proposed design schedule and AIP development schedule, review environmental component(s), determine the feasibility of the proposed project and to establish the need for topographical surveying, pavement investigation and/or geotechnical testing. Various meetings during the design phase will also be conducted to review the progress of the design, discuss construction details and proposed time frame of construction and identify any special requirements for the project.

**1.02 Prepare Project Scope of Work and Contract.** This task includes establishing the scope of work through meetings outlined above. Fees will be negotiated with the Sponsor and may be subject to an independent fee estimate conducted by a third party hired by the Sponsor. This task also includes drafting the contract for the work to be completed by the Engineer for the Sponsor once negotiations are complete.

**1.03 Prepare Preliminary Cost Estimating.** This task includes creating a preliminary construction rough order of magnitude (ROM) cost estimate, a preliminary working days estimate, a preliminary overall project schedule, and a preliminary overall project budget. The preliminary construction ROM cost estimate will be based upon the most current information available at the time of preparation. Work to refine these estimates is included under Task 2.12.

**1.04 Provide Project Coordination.** The Engineer shall provide project management and coordination services to ensure the completion of the design. These duties include:

- Time the Engineer spends planning, organizing, securing and scheduling resources, and providing instruction to staff to meet project objectives as defined in the approved scope of work.
- The Engineer will analyze the budget semi-monthly to ensure budget and staffing needs are on track to meet design schedules within budget.
- Additional items to be accomplished include compiling and sending additional information requested from the office to related parties, maintaining project files as necessary and other items necessary in day-to-day project coordination.
- The Engineer will prepare and submit monthly invoicing.

The Engineer will complete the following tasks:

- Provide the Sponsor with a monthly Project Status Report (PSR), in writing, reporting on Engineer's progress and any problems that may arise while performing the work. The PSR must include an update of the project schedule, as described in this section, when schedule changes are expected.
- Submit for acceptance and maintain, a design schedule detailing the scheduled performance of the work.
- Create and maintain a Quality Control Checklist (QCC) for the project. The QCC shall include personnel, project milestone checking and peer review procedures at each phase of the project.

**1.05 Review Existing Documents.** The Engineer will gather and review existing available documentation that may be relevant to the project, including, but not limited to, record drawings (as-builts), design reports, final reports, utility reports/maps and previous surveys. The Engineer may use relevant information from this review to coordinate the design and topographical survey for the project

**1.06 Coordinate Topographical Survey.** This task includes preparing the requirements, establishing the limits of the survey area and scheduling time for the survey to be completed. Survey will be performed in-house under Task 4.01.

**1.07 Coordinate Geotechnical Investigation.** This task includes preparing the requirements for soils testing, establishing the limits of work, and scheduling a time for testing to be completed. The requirements of the geotechnical investigation shall be established in accordance with FAA AC 150/5320-6 (current edition), *Airport Pavement Design and Evaluation*. Negotiating with the geotechnical engineering firm for a cost to perform the work is also included in this task.

**1.08 Prepare Federal Grant Application.** This task consists of preparing the federal grant application. The application will be submitted during the initial portion of the project. Preparation of the application includes the following:

- Prepare Federal 424 form.
- Prepare Federal Form 5100 – II thru IV.
- Prepare project funding summary.
- Prepare program narrative, discussing the purpose and need of the work and the method of accomplishment.
- Project sketch (8.5" x 11").
- Include preliminary cost estimate.
- Include the Sponsor's certifications.
- Attach the current grant assurances.
- Include DOT Title VI assurances.
- Include certification for contract, grants and cooperative agreements.
- Include Title VI pre-award checklist.
- Include current FAA advisory circulars required for use in AIP funded projects.

The Engineer shall submit the grant application to the Sponsor for approval and signatures. After obtaining the necessary signatures, the Sponsor or Engineer shall forward a copy of the signed application to MoDOT for further processing.

**1.09 Prepare Environmental Documentation.** The FAA has determined that a simple written Categorical Exclusion (CATEX) applies to the project according to FAA order 1050.1G. The Engineer shall prepare a simple written CATEX for the project. An overall environmental exhibit, if applicable, will be created as part of this scope of work, approved by the FAA, and referenced throughout the project.

TASK 1 DELIVERABLES	TO FAA/STATE	TO SPONSOR
1.01 Meeting Agendas, AIP Development Schedule and Meeting Minutes from Pre-Design Meeting	✓	✓
1.02 Scope of Work and Draft Contract for the Sponsor	✓	✓
1.03 Preliminary Cost Estimate	✓	✓
1.04 Design Schedule, PSR, and Monthly Invoicing	✓	✓
1.08 Federal Grant Application	✓	✓
1.09 Environmental Documentation	✓	✓

TASK 1 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
1.01 Pre-Design Meeting	<ul style="list-style-type: none"> <li>Vichy, MO One (1) Project Manager Assume One (1) hour via teleconference (1 meeting)</li> </ul>
1.02 Prepare Project Scope of Work and Contract	<ul style="list-style-type: none"> <li>Vichy, MO One (1) Project Manager Assume One (1) hour via teleconference (1 meeting)</li> </ul>

**2.0 Design Phase**

**2.01 Analyze Topographic Survey Data.** This task includes analyzing the topographical survey data and preparing the data for use with computer modeling. This will include the following tasks:

- ➔ Generate three-dimensional contour model from TIN surface model.
- ➔ Prepare and process data for spot elevations, grading and/or paving cross sections.

**2.02 Analyze Geotechnical Investigation Data.** This task includes analyzing the geotechnical investigation. This will include the following tasks:

- ➔ Review Geotechnical Engineer recommendations.
- ➔ Determine appropriate data for the pavement design form(s).
- ➔ Input data for computer modeling with topographical survey data.
- ➔ Prepare soil information for incorporation on the construction plans.

**2.03 Prepare Pavement Design.** After receiving the geotechnical investigation data, the Engineer will analyze the data and prepare a proposed pavement section using current FAA design software (FAARFIELD). In addition to determining the proposed pavement section for the current and anticipated traffic, a pavement classification rating (PCR) analysis will be performed in accordance with FAA Advisory Circular (AC) 150/5335-5 (Current Edition), *Standardized Method of Reporting Airport Pavement Strength – PCR*, to determine the runway PCR classification based on the expected fleet mix. The Engineer will submit the FAARFIELD computer printouts with a narrative to the FAA. The following tasks will be completed:

- Determine appropriate data for pavement design.
- Input data for computer modeling with topographical survey data.
- Prepare an exhibit showing the existing pavement and base course thickness.
- Determine areas of existing pavement to be removed and replaced.
- Prepare pavement and soils information for incorporation on the construction drawings.
- Verify elevation of water table.
- Compile the current airport fleet mix.
- Input data into FAARFIELD.
- Run pavement design scenarios.
- Analyze output from FAARFIELD.
- Select preferred pavement section.
- Compare pavement section to FAA Advisory Circular (AC) 150/5320-6 (Current Edition), *Airport Pavement Design and Evaluation*.
- Verify frost design method.
- Verify overexcavation requirements (if needed).
- Verify optimum moisture content for subgrade preparation.

**2.04 Prepare Preliminary Contract Documents.** This task includes preparing the Preliminary Contract Documents, including Contract Proposal, Bid Bond, Contractor Information Sheet, Subcontractor/Material Supplier List, Certification of Non-Segregated Facilities, Equal Employment Opportunity Report Statement, Buy America Certification, Buy America Waiver Request, Buy America Conformance Listing, Bid Proposal, Contract, Payment Bond, Performance Bond, Notice of Award, Notice to Proceed, Notice of Contractor’s Settlement, General Provisions, FAA AC 150/5370-2 (Current Edition), *Operational Safety on Airports During Construction*, and Wage Rates. The wage rates will be updated at the time of advertisement to reflect the most current wage rates available. Preparation will include establishing the location for the bid opening, dates for advertisement and description of the work schedule. Also included in the Preliminary Contract Documents, and covered under separate tasks below, are the Construction Safety and Phasing Plan, Technical Specifications, and Special Provisions. Preliminary Contract Documents will be prepared as early as possible during the design phase and submitted to the Sponsor for review.

**2.05 Prepare Construction Safety and Phasing Plan (CSPP).** This task includes meeting with the Sponsor to discuss the current operations of the airport to assist in determining how the proposed construction phasing of the project will affect these operations. From these meetings, a complete Construction Safety and Phasing Plan (CSPP) will be developed to ensure safety compliance when coordinating construction activities and airport operations. The CSPP will be developed in accordance with the requirements of FAA AC 150/5370-2 (Current Edition), *Operational Safety on Airports During Construction*. A construction phasing plan that meets the requirements of the AC and operational needs of the airport will be developed and included in the Contract Documents. This plan will also identify any nighttime work, continuous working times, or other unusual conditions that could affect the Contractor’s normal progress on the project. The draft CSPP will be submitted at 90% complete for MoDOT review. Upon preliminary approval from MoDOT, the CSPP will be submitted to FAA for OE/AAA coordination.

**2.06 Prepare Preliminary Construction Plans.** This task includes preparing the following list of construction plans for the project. Additional plans may be added during the design phase as needed:

Plan Name/Description	Number of Sheets
Cover Sheet	1
Index of Drawings, Summary of Approximate Quantities, and General Notes	1
Survey Control Plan	1
Geotechnical Investigation Plan	6

Safety Plan	1
Construction Layout Plan	1
Construction Phasing Plan	4
Environmental Requirements and Details	1
Demolition Plan	4
Geometric Layout Plan	6
Pavement Plan and Profile	4
Typical Sections	2
Pavement Marking Plan	6
Pavement Marking Details	1
<b>Total Sheet Count</b>	<b>39</b>

**2.07 Prepare Preliminary Technical Specifications.** This task includes assembling the technical specifications necessary for the project. Standard FAA specifications will be utilized where possible, with the guidance from FAA AC 150/5370-10 (Current Edition), *Standard Specifications for Construction of Airports*. Additional specifications will be prepared to address work items for materials that are not covered by the standard FAA specifications. The design will include federal specifications with a submittal of a Modification of Standards (MOS) for substitution of state specifications. If the MOS is granted before the bid opening, the corresponding federal specifications will be swapped out. The standard specifications to be utilized shall include, but are not limited to, the following:

- Item C-100 Contractor Quality Control Program (CQCP)
- Item C-105 Mobilization
- Item C-110 Method of Estimating Percentage of Material Within Specification Limits (PWL)
- Item P-101 Preparation/Removal of Existing Pavements
- Item P-401 Asphalt Mix Pavement
- Item P-603 Emulsified Asphalt Tack Coat
- Item P-608 Emulsified Asphalt Seal Coat
- Item P-620 Runway and Taxiway Marking

Additional Non-FAA specifications will include, but are not limited to, the following items (pending MOS approval):

- MO 403 Asphaltic Concrete Pavement

**2.08 Prepare Preliminary Special Provisions.** This task includes preparing the preliminary Special Provisions to address, or expound on, site conditions that require additional clarification. These include, but are not limited to: Haul Roads, Radio Communications, Work Schedule, Contractor’s Quality Control Program, Sequencing of the Work, Closure of Air Operations Areas, Accident Prevention, Underground Cables/Utilities, Insurance, Indemnification, Sales and Use Taxes, Permits and Compliance with Laws, Executed Contracts, Subletting or Assigning of Contracts, and Liquidated Damages.

**2.09 Compile/Submit Permits.** This task includes identifying potential federal, state and local permits needed for the project. Permits are anticipated to be required for, but are not limited to, demolition activities, air quality, grading, Right-of-Way (ROW) access, hauling, batch plants, wetland disturbance, open burning, fencing, various building systems, construction dewatering, permanent dewatering, fueling systems and stormwater management construction plans and associated permits (SWPPP). When applicable, the Engineer will assist the Sponsor to compile information and submit permits that are required to be obtained by the Sponsor.

**2.10 Compile/Submit FAA Form 7460.** This task includes preparing and submitting the required FAA Form 7460-1, "Notice of Proposed Construction or Alteration," via the FAA's online Obstruction Evaluation/Airport Airspace Analysis (OE/AAA) system on the Sponsor's behalf. The Engineer will reference FAA Advisory Circular (AC) 150/5300-20 (Current Edition), *Submission of On-Airport Proposals for Aeronautical Study*, and coordinate with the FAA Project Manager and/or Airspace Specialist to determine the locations of required airspace case studies to be submitted. Generally, such cases are required for any restrictive/critical points where construction operations or proposed alterations may affect navigable airspace. Typically, these locations include (but are not limited to): limits of construction, construction phasing limits, haul routes for construction traffic, asphalt and/or concrete batch plants, and key points of any permanent, above-ground alterations. The Engineer will prepare an exhibit depicting the locations and other information pertinent to the cases' impact on the airspace to include with the submission. The Engineer will submit FAA Form 7460-1 and the associated documentation to the FAA via the OE/AAA system for approval a minimum of 45 days prior to the start of construction.

**2.11 Calculate Estimated Quantities.** This task includes calculating all necessary quantities for the various work items. Quantities must be consistent with the specifications and acceptable quantity calculation practices.

**2.12 Prepare Estimate of Probable Construction Cost.** Using the final quantities calculated following the completion of the construction plans and specifications, the Engineer will prepare the construction cost estimate. The estimate will be based on information obtained from previous projects, contractors, material suppliers and other available databases.

**2.13 Prepare Engineer's Design Report and Modification of Standards.** This task includes preparation of the Engineer's Design Report in accordance with current FAA Central Region Engineer's Design Report guidelines. The Engineer's Design Report will include a detailed summary of the project, photographs and descriptions of existing site conditions, pavement life cycle cost analysis, and material availability analysis, estimate of project costs, and a schedule for the completion of the design, bidding, and construction. Modifications of the FAA standards, will be submitted for substitution of the federal asphalt and base course specifications with state highway specifications will be prepared for preliminary review. The approved Modifications of Standards (MOS) will be included in the Engineer's Design Report and submitted on the MOS website (See Task 2.14 below) to the FAA and Sponsor.

**2.14 Prepare and Submit Modification of Standards on MOS Website.** This task includes Modifications of Standards (MOS) website access coordination with the Sponsor and MoDOT. Modifications of the FAA standards, as necessary, for the project must be compiled and submitted to the MOS website for approval. Revisions will be completed as needed.

**2.15 Review Plans at 30%, 60%, and 90% Complete.** During various stages of completion of the design, the Engineer will submit a set of Construction Plans, Specifications, and Contract Documents to the Sponsor for their review. Meetings will be scheduled for periodic reviews, including a 90% plans-in-hand review. The project will be reviewed with MoDOT to obtain their concurrence with the design.

**2.16 Provide In-House Quality Control.** The Engineer has an established quality control program that will provide both experienced and thorough reviews of all project submittals and will also provide engineering guidance to the design team throughout design development from an experienced, senior-level Professional Engineer.

Prior to each review set of Construction Plans, Specifications, Contract Documents, and Engineer's Design Report being submitted to the Sponsor and MoDOT, a thorough, in-house quality control review of the

documents will be conducted. This process will include an independent review of the Construction Plans, Specifications, Contract Documents, and Engineer’s Design Report being submitted by a licensed Professional Engineer other than the Engineer who performed the design of the project. Comments will be offered by the Engineer that performed the review, and revisions to the Construction Plans, Specifications, Contract Documents, and Engineer’s Design Report will be made accordingly.

In addition to the 30%, 60%, and 90% reviews, the Engineer’s in-house quality control program also provides engineering guidance to the design team throughout the project design in an attempt to steer the project in a manner that provides the best engineering judgment.

At the 90% design review, the independent review will re-evaluate the CATEX boundary.

**2.17 Prepare and Submit Construction Plans, Specifications, Contract Documents, and Engineer’s Design Report.** A final set of Construction Plans (11” x 17”), Specifications, Contract Documents, and the Engineer’s Design Report will be prepared and submitted to the Sponsor, MoDOT Aeronautics, and the FAA. These documents will incorporate all revisions, modifications, and corrections identified during the final review. Paper and electronic copies will be provided.

**2.18 Prepare Requests for Reimbursement.** This task includes preparing the FAA Standard Form 271 for Sponsor reimbursement of eligible expenses incurred on a monthly basis. The Engineer will submit the completed form along with appropriate supporting documentation to the Sponsor for review and approval. Upon approval, the Engineer or the Sponsor will submit the completed forms and supporting documentation to the FAA for reimbursement. It is estimated there will be five RFRs for expenses incurred during the design and bidding phase of this project.

<b>TASK 2 DELIVERABLES</b>	<b>TO FAA/STATE</b>	<b>TO SPONSOR</b>
2.03 Proposed Pavement Design	✓	✓
2.04 Preliminary Contract Documents for Sponsor’s Review		✓
2.05 CSPP at 90% Complete	✓	✓
2.10 FAA Form 7460	✓	✓
2.15 30%, 60%, and 90 % Construction Plans, Specifications, Contract Documents, and Engineer’s Design Report	✓	✓
2.17 Final Construction Plans, Specifications and Contract Documents, and Engineer’s Design Report	✓	✓
2.18 Requests for Reimbursement	✓	✓

<b>TASK 2 MEETINGS/SITE VISITS</b>	<b>LOCATION/ATTENDEES/DURATION</b>
2.15 Plan Review at 30% Complete. Plan Review at 60% Complete. Plan Review at 90% Complete.	<ul style="list-style-type: none"> <li>Vichy, MO</li> <li>One (1) Project Manager</li> <li>Assume One (1) hour via teleconference (3 meetings)</li> </ul>

**3.0 Bidding Phase**

**3.01 Provide Bid Assistance.** The Engineer will assist the Sponsor, as needed, with the preparation of any required bidding documents. Included as part of this task, the Engineer will prepare a legal advertisement for publication in two (2) newspapers (or other form of regularly published print media) as a solicitation for bids. Additionally, the Engineer will advertise the project Invitation for Bids on their website and directly notify potential contractors and plan rooms in order to maximize project exposure and generate interest in the project. The Engineer will coordinate payment for the project advertisement(s) and request reimbursement from the Sponsor as a pass-through cost during invoicing.

**3.02 Prepare/Conduct Pre-Bid Meeting.** The Engineer will conduct the pre-bid meeting and pre-bid site visit in sequence with the Sponsor and contract document requirements. As a part of this meeting, the Engineer will also discuss the environmental plan sheet, surveyed areas, and environmental commitments.

**3.03 Prepare Addenda.** Any necessary addenda will be issued to clarify and modify the project, as required, and based on questions or comments that may arise from potential contractors during the bidding process. Any necessary addenda will be reviewed with the Sponsor and FAA prior to being issued. The addenda will meet all design and construction standards, as required.

**3.04 Consult with Prospective Bidders.** During the bidding process, the Engineer shall be available to clarify bidding issues with contractors and suppliers and for consultation with the various entities associated with the project.

**3.05 Attend Bid Opening.** The Engineer shall attend the bid opening for the project, which will be conducted by the Sponsor.

**3.06 Review Bid Proposals.** Upon the opening of submitted bid proposals by the Sponsor, the Engineer shall review all the bid proposals submitted. A cost analysis of the bid prices will be completed and tabulated; the contractor's qualifications to perform the work will be included, including review of suspension and debarment rules on the www.Sam.gov website, Buy American compliance analysis/review, and project funding review. Inclusion of bid guarantee, acknowledgement of addenda, and in-state licensure verification shall be completed.

**3.07 Prepare Recommendation of Award.** The Engineer shall prepare a Recommendation of Award for the Sponsor to accept or reject the bids received with a summary of the items listed in Task 3.06. If rejection is recommended, the Engineer will supply an explanation for their recommendation and possible alternative actions the Sponsor can pursue to complete the project.

<b>TASK 3 DELIVERABLES</b>	<b>TO FAA/STATE</b>	<b>TO SPONSOR</b>
3.01 Required Bidding Documents	✓	✓
3.02 Pre-Bid Meeting Agenda and Pre-Bid Meeting Minutes	✓	✓
3.03 Addenda	✓	✓
3.06 Bid Tabulations	✓	✓
3.07 Recommendation of Award		✓

TASK 3 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
3.02 Prepare/Conduct Pre-Bid Meeting	<ul style="list-style-type: none"> <li>• Vichy, MO One (1) Project Manager Assume full day site visit (1 site visit)</li> <li>• Assume travel from Jefferson City, MO to Vichy, MO</li> </ul>
3.05 Attend Bid Opening	<ul style="list-style-type: none"> <li>• Vichy, MO One (1) Project Manager Assume travel from Jefferson City, MO to Vichy, MO</li> </ul>

**EX Reimbursable Costs During Design and Bidding.** This section includes reimbursable items such as auto rental, lodging, per diem, and other miscellaneous expenses incurred in order to complete **Part A – Basic Services.**

**PART B - SPECIAL SERVICES** consists of the Design Survey Phase, which is invoiced on a lump sum basis. Also included is the direct subcontract cost for the proposed geotechnical investigation.

**4.0 Design Survey Phase**

**4.01 Perform Topographical Survey.** This task includes providing design survey services within the topographic survey limits shown in Exhibit No. 1 to support the design team for this project. Work items associated with this task include the following:

- Topographical survey of approximately 70 acres.
- Preparation of a survey plan that will determine the appropriate survey methods and equipment to be utilized.
- It is assumed that the Primary Airport Control Station (PACS) and Secondary Airport Control Stations (SACS) located on the airport are in good condition and can be verified; however, if it is found that the PACS and SACS do not exist, or are compromised, establishment of temporary airport control must be completed and tied to the national spatial reference system via static GPS observations. Following airport control verification/establishment, temporary project control, based upon the airport control PACS and SACS or temporary airport control, will be placed near the project area at intervals not to exceed 500 feet to control the project.
- Ground topography of non-pavement areas will be surveyed at 50-foot stations with associated cross sections having no greater than 25-foot spacing and will include additional shots as necessary to accurately depict breaklines. These ground topography areas will be surveyed with vertical accuracies not to exceed +/- 0.10 feet.
- Hard surface pavements for the runways and connector taxiways will be surveyed at 25-foot stations as well as all vertical and horizontal points of tangent/curve with associated cross sections having no greater than 25-foot spacing. All hard surface pavement will be surveyed with vertical accuracies not to exceed +/- 0.02 feet.
- Concrete joints will be surveyed if applicable.
- Coordination with design staff to determine pavement tie-in locations. These locations will be surveyed with vertical accuracies of at least +/- 0.02 feet.
- Additional airfield elements that will be located and surveyed include guidance signs, airfield runway and taxiway lighting and paint markings, NAVAIDS within the project area (if any), and other airport features within the project area.

- Coordinate location and field marking of existing utilities in the project limits with one-call services and airport operations staff. Review of existing as-built and other construction records as necessary. Utility locates will be surveyed as marked by utility locators in the field. Points of utilities to be surveyed include, but are not limited to, paint marks, hydrants, valves, hand holes, manholes, inlets, cleanouts, culverts, pipes, pedestals, meters, transformers, utility poles and other reasonably visible existing utility infrastructure components. This task does NOT include utility location services.
- During design, there may be the need to verify existing survey information or extend the limits of the existing survey.
- Reduce all field notes and pictures into a topographic survey report to be used by the Engineer.
- Prepare an AutoCAD file containing planimetric mapping features collected during the field survey. Import linework and points of surveyed features and prepare triangulated irregular network (TIN surface model) of existing ground.
- Generate three-dimensional contours from TIN surface model.

The Topographical Survey shall be completed by, or under the direct supervision of, a state-licensed Professional Land Surveyor.

TASK 4 DELIVERABLES	TO FAA/STATE	TO SPONSOR
4.01 Topographical Survey		✓

TASK 4 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
4.01 Coordinate and Perform Topographical Survey	<ul style="list-style-type: none"> <li>• Vichy, MO</li> <li>One (1) Surveyor</li> <li>Assume full day site visit (7 site visits)</li> <li>Assume travel from Indianapolis, IN to Vichy, MO with one (1) overnight stay for the Surveyor for each site visit</li> </ul>

**EX Reimbursable Costs During Survey.** This section includes reimbursable items such as auto rental, lodging, per diem, travel and other miscellaneous costs incurred in order to complete **Part B – Special Services**. Section 4 is invoiced on a lump sum basis.

### **Special Considerations**

The following special considerations are required for this project but will be completed by subconsultants to the Engineer. The cost for this work will be included in the engineering contract agreement with the Sponsor and the costs are in addition to the engineering fees outlined above.

**Geotechnical Investigation.** Soil samples for analysis must be taken for both the project site. Investigation and testing will also be performed to facilitate the pavement design per FAA Advisory Circular (AC) 150/5320-6 (Current Edition), *Airport Pavement Design and Evaluation*. As mentioned under the project description, the geotechnical investigation will be performed in two phases and will include the following:

- Perform a geologic reconnaissance of the project site
- Soil boring and laboratory testing at approximately 29 project locations
- Visual inspection and documentation of each soil boring
- Soil Classification/Atterberg Limits, Liquid Limit (LL), Plastic Limit (PL), Plasticity Index (PI)
- Moisture/Density Relations
- Swell/Consolidation Potential
- California Bearing Ratio
- Moisture content, density of undisturbed fine-grained samples

### **Assumptions**

The scope of services described previously, and the associated fees, are based on the following rates and assumed responsibilities of the Engineer and Sponsor.

1. For the purposes of estimating the amount of reimbursable expenses which will be incurred by the Engineer, the cost of per diem and lodging are calculated in accordance with current GSA rates. The actual amounts to be invoiced for per diem and lodging will be in accordance with the published GSA rates at the time of service and may vary from the rates used in the fee estimate. Lodging will be invoiced as an actual expense incurred.
2. It is anticipated there will be a minimum number of trips and site visits to the airport to facilitate the completion of the various phases listed in this scope. The number of trips, as well as the anticipated lengths and details of the trips, are included at the end of each phase above.
3. The Sponsor will provide existing mapping data including as-builts available for the project areas, aerial orthoimagery, subsurface conditions information such as prior geotechnical investigations in the project area and other available information in the possession of the Sponsor.
4. The Sponsor will provide an electronic copy of the current ALP to allow for updating of the plan upon completion of the project.
5. The Sponsor will furnish escorts as needed for the Engineer to conduct field work.
6. The Sponsor will coordinate with tenants as required to facilitate field evaluations.
7. All engineering work will be performed using accepted engineering principles and practices and provide quality products that meet or exceed industry standards. Dimensional criteria will

- be in accordance with FAA AC 150/5300-13 (Current Edition), *Airport Design*, and related circulars. Construction specifications will be in accordance with FAA AC 150/5370-10 (Current Edition), *Standard Specifications for Construction of Airports*, and the Central Region's Regional Updates for Specifying Construction of Airports and related circulars. Project planning, design, and construction will further conform to all applicable standards, including all applicable current FAA Advisory Circulars and Orders required for use in AIP-funded projects and other national, state, or local regulations and standards, as identified and relevant to an airfield design and construction project.
8. The Engineer will utilize the following plan standards for the project:
    - Plans will be prepared using the Engineer's standards, unless the Sponsor provides its own standards upon Notice to Proceed.
    - Plan elevations will be vertical datum NAVD 88 derived from the existing control network.
    - Plan coordinates will be based on horizontal datum NAD 83/2011 State Plane Coordinates derived from the existing control network.
    - All plans will be stamped and signed by a state-licensed Professional Engineer, or Professional Land Surveyor, as required.
    - Plans prepared by subconsultants will be prepared using the same base maps, the same coordinate systems and the same plan layout and format as plans prepared by the Engineer.
    - The guidance included in FAA Memorandum, *FAA Review of Construction Plans and Specifications for AIP Funded Projects*, will be reviewed, incorporated and will supplement the Engineer's standards.
  9. The Engineer will utilize the following assumptions when preparing the project manual for bidding and construction of the project:
    - The project manual Contract Documents will be developed jointly by the Sponsor and the Engineer.
    - The Engineer is responsible for developing the contents of the document and including the Front-End documents which will be supplied by the Sponsor.
    - FAA General Provisions and required contract language will be used.
  10. The Engineer must maintain records of design analyses and calculations consistent with typical industry standards, as required by the FAA, for a period of three years after the project is closed by the FAA.
  11. Because the Engineer has no control over the cost of construction-related labor, materials, or equipment, the Engineer's opinions of probable construction costs will be made on the basis of experience and qualifications as a practitioner of his/her profession. The Engineer does not guarantee that proposals for construction, construction bids, or actual project construction costs will not vary from Engineer's estimates of construction cost.
  12. An AC 150/5300-18B (or Current Edition) compliant survey is not required as a part of this project. No data will be submitted to Airports GIS (AGIS) through the Airport Data and Information Portal (ADIP).

### **Additional Services**

The following items are not included under this agreement but will be considered as extra work:

- Due to the recent changes to the Federal DBE program, no services for setting DBE Program or Project Goals can be provided at this time, and are not included in this scope of work. If these services are requested after the new certification process has been completed, and notice of completion is provided by the Civil Rights Office, Certifying Agencies, or FAA, they will be under a separate scope of work, or an amendment to this scope of work.
- Redesign for the Sponsor's convenience or due to changed conditions after previous alternate direction and/or approval.
- Submittals or deliverables in addition to those listed herein.
- If a project audit occurs, the Engineer is prepared to assist the Sponsor in gathering and preparing the required materials for the audit.
- Serving as an expert witness for the Owner in any litigation, surety claim, contractor bond activation, or other proceeding involving the project.
- Additional or extended services during construction made necessary by extension of contract time, non-concurrent work, or changes in the work.
- Legal, surety, or insurance support, coordination, and representation.

Extra Work will be as directed by the Sponsor in writing for an additional fee as agreed upon by the Sponsor and the Engineer.



## Millennia Professional Services

11 Executive Drive, Suite 12, Fairview Heights, Illinois 62208 618-624-8610

December 5, 2025  
Proposal 251202

Laura Koonce, P.E.  
Woolpert, Inc.  
931 Wildwood Drive, Suite 101  
Jefferson City, Missouri 65109

**Subject** Proposal for Geotechnical Engineering Services  
Rolla National Airport - Runway 13-31  
Rolla, Missouri

Dear Ms. Koonce:

### **Introduction**

Millennia Professional Services (Millennia) is pleased to submit this proposal to provide geotechnical engineering services for use in the design and construction of the proposed Rolla National Airport Runway 13-31 project Rolla, Missouri. Our understanding of the project is based on information provided by Woolpert, along with our experience on similar projects.

Millennia is a certified as either a Disadvantage Business Enterprise (DBE) and/or Minority Business Enterprise with the Illinois Department of Transportation, Missouri Department of Transportation, Illinois Capital Development Board, Missouri Office of Administration/Equal Opportunity, and other agencies. For this project, all tasks will be performed in-house by Millennia employees except drilling the soil borings and a few select laboratory tests.

### **Project Description**

Based on preliminary information provided by Woolpert, Millennia understands that the project will include a major rehabilitation or reconstruction for Runway 13-31 at the Rolla National Airport in Rolla, Missouri. The existing pavement is showing signs of different types of distress and cracking. Woolpert is also considering the potential use of full-depth reclamation at this site. We understand all aircraft will weigh less than about 60,000 pounds.

The existing runway has been overlaid several times and consists of as much as 9 inches of asphalt overlying approximately 12 inches of crushed limestone.

## **Purpose and Scope**

The purpose of the geotechnical study will be to obtain information concerning subsurface conditions at the site to form conclusions and make engineering recommendations for the following geotechnical considerations:

- A general geologic reconnaissance of the site to observe for geotechnical conditions that might affect the design, construction, and performance of the runway.
- Parameters for use in pavement design for both asphalt and concrete that are in accordance with FAA Advisory Circular 150/5320-6F, including an estimated California Bearing Ratio (CBR) value, and estimated modulus of subgrade reaction (k) value.
- The location and description of any potentially deleterious materials encountered at the boring locations that may interfere with construction progress or structure performance.
- The potential impact of groundwater on the design and construction of the structures.
- General comments on the swell potential of the soils at the site.
- The estimated design frost depth and frost potential of soils at the site (including frost group).
- The suitability of the on-site materials for use as fill and backfill, including engineering criteria for the placement of those materials.
- Provide recommendations for subgrade preparation and stabilization/modification, if applicable.
- General considerations for drainage.
- General discussions of the potential causes of pavement distress.
- General discussion of feasibility of full depth reclamation.
- Recommended observation, documentation and materials testing programs during construction of the runway.

## **Exploration**

Woolpert has requested an exploration program consisting of twenty-nine (29) pavement cores. The pavement will be cored using a diamond tipped core barrel. At all of the pavement core locations, the underlying soils will be drilled and sampled to depths of 10 feet. Split-spoon and Shelby tube samples will be recovered at alternating boring locations at 2.5-foot sampling intervals. Hand penetrometer measurements will be taken on each cohesive sample in the field, and observations for the presence of groundwater will be documented for each boring location. Millennia will also collect four (4) composite bulk samples from the borings while they are drilled. The bulk samples will be collected in the upper 5 feet of the soil profile in order to perform CBR and Proctor testing.

## **Laboratory Testing**

A program of laboratory testing will be performed on the samples collected at the site, including visual classification, natural moisture content, dry unit weight, Atterberg limits, unconfined compressive strength, California Bearing Ratio (CBR), particle size analyses, and standard Proctor. The pavement cores will be measured for thickness and photographs will be taken at the laboratory.

**Assumptions and Clarifications**

In preparing the geotechnical scope of work for this proposal, Millennia has made the following assumptions and clarifications:

1. The Millennia drilling subcontractor will contact Missouri One Call for utility clearance at the boring locations. Private utilities, such as underground sprinkler systems, agricultural drainage tiles, or buried electric lines serving runway or taxiway lights, if present, must be marked by the property owners. Millennia will adjust the boring locations as appropriate, but we are not responsible for utilities that are uncharted or mislocated.
2. Millennia will mark the borings on site based on existing site features at the locations agreed upon prior to drill rig mobilization for the purposes of utility clearance.
3. The borings and pavement core locations will be backfilled with sand and cuttings, then patched with low shrink grout.
4. We have assumed that the site is free of soil or groundwater contamination and other environmental concerns. If suspect materials or odors are encountered, drilling will be temporarily terminated until an appropriate health and safety plan is available, per OSHA requirements.
5. Millennia has assumed that the borings can be drilled without mast height restrictions. The drill rig equipment will be fitted with either a flashing beacon or checkered flag.
6. Millennia has assumed that no special training, security requirements, or equipment will be needed for the drill crews to enter and work at the Rolla National Airport property, other than a rotating/flashing light or orange and white checkered flag on each vehicle.

**Fees**

Based on our understanding of the project and the requested scope of work, and assuming no unusual subsurface conditions are encountered, Millennia proposes to provide these services for the cost-plus fixed fee of \$44,674.04. The estimated fees will not be exceeded without authorization by Woolpert. A detailed cost estimate is attached to this proposal with a breakdown in the fees and man hours.

**Schedule of Work**

Millennia anticipates that field work could begin within three weeks of authorization to proceed, depending on drill rig availability and weather conditions. We anticipate that drilling and sampling will require about five days to complete. Laboratory testing and preparation of the geotechnical report will require about four weeks after the completion of the fieldwork.

**Closing**

We will perform only those services outlined herein. Woolpert and Millennia may subsequently agree in writing to provide additional services under this agreement for additional compensation. If this proposal is acceptable to you, please sign one copy and return to us. We appreciate this opportunity to be of service to you and would be pleased to discuss any aspect of this proposal with you at your convenience.

Sincerely,

**Millennia Professional Services, Ltd.**

  
Jacob A. Schaeffer, P.E.  
Geotechnical Services Manager

Attachments: Cost Estimate

## Geotechnical Study Cost Estimate 2025

Proposal No.: 251202

Date: 12-4-25

p. 1 of 1

Project Name: Rolla National Airport - Runway 13-31

By: JAS

No. Borings: 29 pavement cores, drill and sample to 10 ft. each

PROJECT PLANNING	Principal	Senior PM	PM	Engineer III	Eng II	Clerical I	Fee
				1	1		\$0.00

### FIELD EXPLORATION

#### Engineering

Meetings, Prop Access Letters				1	1		
Data Eval, Permitting, Coordination				2	4		
Site Visit and Boring Location				1	10		
Drilling Supervision/Resistivity Testing				4	45		
Mileage 800 @ 0.67						Subtotal	\$536.00

#### Unit Drilling Prices

<b>Drilling by others (non-DBE): Terracon</b>							\$17,000.00
City Permit (Verify Cost) @ \$150.00 each							\$0.00
MoDNR Piezo Permit @ \$135.00 each							\$0.00
Piezo/Well protector @ \$168.00 each for stick up							\$0.00
Piezo/Well protector @ \$300.00 each for flush mount							\$0.00
Per Diem Lodging 5 @ \$93.00 per day							\$465.00
Per Diem Meals 5 @ \$52.00 per day							\$260.00
Traffic Control : Per MoDOT std. @ \$2,350.00 day							\$0.00
<b>Subtotal Drill + Markup 0%</b>							<b>\$17,725.00</b>

### LABORATORY TESTING

#### Supervision

				2	2		
Classification 116 @ \$6.00							\$696.00
Moisture Content 116 @ \$6.00							\$696.00
Penetrometer 116 @ \$4.00							\$464.00
Extrusion 14 @ \$15.00							\$210.00
Unit Weight 14 @ \$40.00							\$560.00
Unconfined Compression 10 @ \$80.00							\$800.00
Atterberg Limits 8 @ \$95.00							\$760.00
Sieve and Hydrometer 8 @ \$225.00							\$1,800.00
triax UU 4 @ \$150.00							\$600.00
CBR 4 @ \$550.00							\$2,200.00
Standard Proctor 4 @ \$335.00							\$1,340.00
Core Photos 29 @ \$35.00							\$1,015.00
<b>Subtotal/Lab:</b>							<b>\$11,141.00</b>

### ANALYSIS AND REPORT PREPARATION

#### Report Documents

Vicinity Map							
Site and Boring Location Plan				1	2		
Boring Logs				6	14		
Subsurface Profiles (gINT)							
Tables				4	4		

#### Analysis

Drilled Shaft Recommendations							
Settlement							
Liquefaction Assessment							
Pavement Design Considerations			2	4			
Construction Considerations			2	2			
MSE Walls - Global Stability & Bearing							
Preliminary Report							

#### Final Report Preparation

Manhours			4	8	4		
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### GEOTECHNICAL STUDY TOTAL

Manhour Total	0	0	8	36	87	0	
Hourly Fee	\$85.70	\$65.00	\$70.00	\$56.00	\$35.00	\$29.00	
Labor Fee	\$0.00	\$0.00	\$560.00	\$2,016.00	\$3,045.00	\$0.00	
<b>Subtotal Engr. Cost</b>							<b>\$5,621.00</b>
OVERHEAD RATES							1.3833
Profit							14%
<b>PROJECT TOTAL:</b>							<b>\$44,674.04</b>



Project Name: Rolla National Airport - Runway 13-31  
 Drilling Subcontractor: Geotechnology

2025 PRICING

TASK	QUANTITY	COST		EXTENSION
Mob/Demob, Local, within 60 miles one-way of Office		@ \$650.00	Lump Sum	\$0.00
Mob/Demob, Local, within 60 miles one-way of Office .....ATV Rig	1	@ \$750.00	Lump Sum	\$750.00
Mob/Demob, long dist. Each way, beyond 60 miles	140	@ \$10.00	/ mile	\$1,400.00
Daily Rig Usage Charge.....ATV	5	@ \$200.00	/ day	\$1,000.00
Daily Truck Usage Charge.....Support Truck	5	@ \$125.00	/ day	\$625.00
Fuel Charge	5	@ \$125.00	/ day	\$625.00
2-person Drill Crew		@ \$500.00	/ hour	\$0.00
Per Diem	5	@ \$470.00	/ day	\$2,350.00
Concrete coring		@ \$18.00	/ inch	\$0.00
Asphalt coring	260	@ \$18.00	/ inch	\$4,680.00
Coring Machine and Generator		@ \$125.00	/ day	\$0.00
Continuous Flight Augering ..... 0 to 50'		@ \$8.50	/ feet	\$0.00
Continuous Flight Augering .....51 to 100'		@ \$9.50	/ feet	\$0.00
Hollow Stem Augering (HSA).... 0 to 50'	290	@ \$21.00	/ feet	\$6,090.00
Hollow Stem Augering (HSA)....51 to 100'		@ \$25.00	/ hour	\$0.00
Hollow Stem Augering (HSA)....below 100'		@ quoted per	/ hour	
Hard Drilling, Fill, rubble, etc		@ \$21.25	/ feet	\$0.00
Setup to mud rotary or core	29	@ \$175.00	/ each	\$5,075.00
Mud Rotary.....0 to 50'		@ \$22.00	/ feet	\$0.00
Mud Rotary.....51 to 100'		@ \$28.00	/ feet	\$0.00
Mud Rotary, bedrock		@ \$21.25	/ feet	\$0.00
Split Spoon Sample (SS).....0 to 25'	102	@ \$20.00	each	\$2,040.00
Split Spoon Sample (SS).....25 to 50'		@ \$26.25	each	\$0.00
Split Spoon Sample (SS).....51+		@ \$50.50	/ hour	\$0.00
Split Spoon Sample (SS).....below 100'		@ quoted per	each	
Shelby Tube Sample (ST).....0 to 25'	14	@ \$65.00	each	\$910.00
Shelby Tube Sample (ST).....25' to 50'		@ \$47.00	each	\$0.00
Shelby Tube Sample (ST).....51'+		@ \$71.25	each	\$0.00
Shelby Tube Sample (ST).....below 100'		@ quoted per	each	
Setup on borings 10' or less	29	@ \$35.00	each	\$1,015.00
Asphalt repair, remove cuttings	29	@ \$75.00	each	\$2,175.00
Rock Coring.....0 to 50'		@ \$57.00	/ feet	\$0.00
Rock Coring.....51 to 100'		@ \$65.00	/ feet	\$0.00
Rock Coring.....below 100'		@ quoted per	/ feet	
Shale Coring		@ \$52.00	/ feet	\$0.00
Standby, Haul Water, Access (HAND DIG THE TOP 4 feet)	4	@ \$295.00	/ hour	\$1,180.00
Grout borings	29	@ \$8.50	/ feet	\$246.50
Piezometer Installation		@ \$190.00	/ hour	\$0.00
2" PVC SCREEN		@ \$5.50	/ feet	\$0.00
2" PVC Riser		@ \$6.30	/ feet	\$0.00
Flush mount and lock		@ \$325.00	each	\$0.00
Bumper post - 5 feet long, steel		@ \$104.50	each	\$0.00
Bentonite Chips		@ \$13.75	/ bag	\$0.00
Filter Sand		@ \$13.50	/ bag	\$0.00
Ready Mix		@ \$10.00	/ bag	\$0.00
Field Resistivity Meter		@ \$450.00	/ day	\$0.00
Local Travel		@ \$1.40	/ mile	\$0.00
2" Centrifugal Trash Pump		@ \$50.00	/ day	\$0.00
Driller PM	4	@ \$110.00	/ each	\$440.00
Utility Locate	4	@ \$45.00	each	\$180.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

Total \$30,781.50

## EXHIBIT IIA CURRENT FAA ADVISORY CIRCULARS REQUIRED FOR USE IN AIP FUNDED PROJECTS

**Updated June 20, 2022**

View the most current versions of these ACs and any associated changes at  
[http://www.faa.gov/airports/resources/advisory\\_circulars/](http://www.faa.gov/airports/resources/advisory_circulars/) and  
[https://www.faa.gov/regulations\\_policies/advisory\\_circulars/](https://www.faa.gov/regulations_policies/advisory_circulars/).

NUMBER	TITLE
70/7460-1M	Obstruction Marking and Lighting
150/5000-17	Critical Aircraft and Regular Use Determination
150/5020-1	Noise Control and Compatibility Planning for Airports
150/5070-6B	Airport Master Plans
150/5070-7	The Airport System Planning Progress
150/5100-13C	Development of State Aviation Standards for Airport Pavement Construction
150/5200-28G	Notices to Airmen (NOTAMS) for Airport Operators
150/5200-30D	Airport Field Condition Assessments and Winter Operations Safety
150/5200-31C	Airport Emergency Plan
150/5210-5D	Painting, Marking and Lighting of Vehicles Used on an Airport
150/5210-7D	Aircraft Rescue and Fire Fighting Communications
150/5210-13C	Airport Water Rescue Plans and Equipment
150/5210-14B	Airport Rescue Fire Fighting Equipment, Tools and Clothing
150/5210-15A	Airport Rescue and Firefighting Station Building Design
150/5210-18A	Systems for Interactive Training of Airport Personnel
150/5210-19A	Driver's Enhanced Vision System (DEVs)
150/5220-10E	Guide Specification for Aircraft Rescue and Fire Fighting (ARFF) Vehicles
150/5220-16E Change 1	Automated Weather Observing Systems (AWOS) for Non-Federal Applications
150/5220-17B	Aircraft Rescue and Fire Fighting (ARFF) Training Facilities
150/5220-18A	Buildings for Storage and Maintenance of Airport Snow and Ice Control Equipment and Materials

150/5220-20A	Airport Snow and Ice Control Equipment
150/5220-21C	Aircraft Boarding Equipment
150/5220-22B	Engineered Materials Arresting Systems (EMAS) for Aircraft Overruns
150/5220-23	Frangible Connections
150/5220-24	Foreign Object Debris Detection Equipment
150/5220-25	Airport Avian Radar Systems
150/5220-26	Airport Ground Vehicle Automatic Dependent Surveillance – Broadcast (ADS-B) Out Squitter Equipment
150/5300-13B	Airport Design
150/5300-14D	Design of Aircraft Deicing Facilities
150/5300-16B	General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey
150/5300-17C	Standards for Using Remote Sensing Technologies in Airport Surveys
150/5300-18B	General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards
105/5320-5D	Airport Drainage Design
150/5320-6F	Airport Pavement Design and Evaluation
150/5320-12C Changes 1-8	Measurement, Construction, and Maintenance of Skid Resistant Airport Pavement Surfaces
150/5320-15A	Management of Airport Industrial Waste
150/5325-4B	Runway Length Requirements for Airport Design
150/5335-5D	Standardized Method of Reporting Airport Pavement Strength-PCR
150/5340-1M	Standards for Airport Markings
150/5340-5D	Segmented Circle Airport Marker System
150/5340-18G	Standards for Airport Sign Systems
150/5340-26C	Maintenance of Airport Visual Aid Facilities
150/5340-30J	Design and Installation Details for Airport Visual Aids
150/5345-3G	Specification for L-821, Panels for the Control of Airport Lighting
150/5345-5B	Circuit Selector Switch

150/5345-7F	Specification for L-824 Underground Electrical Cable for Airport Lighting Circuits
150/5345-10H	Specification for Constant Current Regulators and Regulator Monitors
150/5345-12F	Specification for Airport and Heliport Beacons
150/5345-13B	Specification for L-841 Auxiliary Relay Cabinet Assembly for Pilot Control of Airport Lighting Circuits
150/5345-26E	FAA Specification for L-823 Plug and Receptacle, Cable Connectors
150/5345-27F	Specification for Wind Cone Assemblies
150/5345-28H	Precision Approach Path Indicator (PAPI) Systems
150/5345-39E	Specification for L-853, Runway and Taxiway Retroreflective Markers
150/5345-42J	Specification for Airport Light Bases, Transformer Housings, Junction Boxes, and Accessories
150/5345-43J	Specification for Obstruction Lighting Equipment
150/5345-44K	Specification for Runway and Taxiway Signs
150/5345-45C	Low-Impact Resistant (LIR) Structures
150/5345-46E	Specification for Runway and Taxiway Light Fixtures
150/5345-47C	Specification for Series to Series Isolation Transformers for Airport Lighting Systems
150/5345-49D	Specification L-854, Radio Control Equipment
150/5345-50B	Specification for Portable Runway and Taxiway Lights
150/5345-51B	Specification for Discharge-Type Flasher Equipment
150/5345-52A	Generic Visual Glideslope Indicators (GVGI)
150/5345-53D	Airport Lighting Equipment Certification Program
150/5345-54B	Specification for L-884, Power and Control Unit for Land and Hold Short Lighting Systems
150/5345-55A	Specification for L-893, Lighted Visual Aid to Indicate Temporary Runway Closure
150/5345-56B	Specification for L-890 Airport Lighting Control and Monitoring System (ALCMS)
150/5360-12F	Airport Signing & Graphics
150/5360-13A	Airport Terminal Planning
150/5360-14A	Access to Airports by Individuals with Disabilities

150/5370-2G	Operational Safety on Airports During Construction
150/5370-10H	Standards for Specifying Construction of Airports
150/5370-11B	Use of Nondestructive Testing in the Evaluation of Airport Pavements
150/5370-13A	Off-Peak Construction of Airport Pavements Using Hot-Mix Asphalt
150/5370-15B	Airside Applications for Artificial Turf
150/5370-16	Rapid Construction of Rigid (Portland Cement Concrete) Airfield Pavements
150/5370-17	Airside Use of Heated Pavement Systems
150/5390-2C	Heliport Design
150/5395-1B	Seaplane Bases
150/5100-14E Change 1	Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects
150/5100-17	Land Acquisition and Relocation Assistance for Airport Improvement Program Assisted Projects
150/5300-15A	Use of Value Engineering for Engineering Design of Airport Grant Projects
150/5320-17A	Airfield Pavement Surface Evaluation and Rating Manuals
150-5370-12B	Quality Management for Federally Funded Airport Construction Projects
150/5380-6C	Guidelines and Procedures for Maintenance of Airport Pavements
150/5380-7B	Airport Pavement Management Program
150/5380-9	Guidelines and Procedures for Measuring Airfield Pavement Roughness
MoDOT	MoDOT DBE Program- <a href="http://www.modot.org/ecr/index.htm">http://www.modot.org/ecr/index.htm</a>

## EXHIBIT III

### **SERVICES PROVIDED BY THE SPONSOR**

The Sponsor, as a part of this Agreement, shall provide the following:

1. Assist the Consultant in arranging to enter upon public and private property as required for the Consultant to perform his services.
2. Obtain approvals and permits from all governmental entities having jurisdiction over the project and such approvals and consents from others as may be necessary for completion of the project.
3. Prompt written notice to the Consultant whenever the Sponsor observes or knows of any development that affects the scope or timing of the Consultant's services.
4. One (1) copy of existing plans, standard drawings, bid item numbers, reports or other data the Sponsor may have on file with regard to this project.
5. Pay all publishing costs for advertisements of notices, public hearings, request for proposals and other similar items. The Sponsor shall pay for all permits and licenses that may be required by local, state or federal authorities, and shall secure the necessary land easements and/or rights-of-way required for the project.
8. Issue Notice to Airmen (NOTAM's) through the applicable FAA Flight Service Station.
9. Disadvantaged business enterprise (DBE) goals for the project based upon proposed bid items, quantities and opinions of construction costs.
10. Guidance for assembling bid package to meet Sponsor's bid letting requirements.
11. Designate contact person (see Section (23)(A)).

**EXHIBIT IV**

**DERIVATION OF CONSULTANT PROJECT COSTS**

**EXHIBIT V**

**ENGINEERING BASIC AND SPECIAL SERVICES-COST BREAKDOWN**

EXHIBIT IV

DERIVATION OF CONSULTANT PROJECT COSTS

ROLLA NATIONAL AIRPORT  
VICHY, MO

DESIGN/BIDDING SERVICES  
January 13, 2026

1

**DIRECT SALARY COSTS:**

TITLE	HOURS	RATE/HOUR	COST (\$)
Practice Operations Leader	2	\$ 100.00	\$ 200.00
Prgm Dir II	8	\$ 100.00	\$ 800.00
Engineer Project Mgr IV	32	\$ 90.00	\$ 2,880.00
Quality Control Manager	36	\$ 84.00	\$ 3,024.00
Planner III	12	\$ 83.00	\$ 996.00
Geospatial Project Mgr II	16	\$ 62.00	\$ 992.00
Engineer Project Mgr II	290	\$ 62.00	\$ 17,980.00
Engineer in Training II	386	\$ 55.00	\$ 21,230.00
Eng Designer I	148	\$ 48.00	\$ 7,104.00
Project Coordinator II	82	\$ 45.00	\$ 3,690.00
Grants Administrator I	24	\$ 45.00	\$ 1,080.00
Geospatial Specialist II	32	\$ 49.00	\$ 1,568.00
Survey Field Tech III	72	\$ 38.24	\$ 2,753.28
Surveyor III	16	\$ 38.24	\$ 611.84

Total Direct Salary Costs = \$ 64,909.12

2

**LABOR AND GENERAL ADMINISTRATIVE OVERHEAD:**

Percentage of Direct Salary Costs @ 203.86% = \$ 132,323.73

3

**SUBTOTAL:**

Items 1 and 2 = \$ 197,232.85

4

**PROFIT:**

15% of Item 3 Subtotal\* = \$ 22,337.15  
\*Note: 0-15% Typical

Subtotal = \$ 219,570.00

5

**OUT-OF-POCKET EXPENSES:**

a. Survey Field Vehicle	7 Days @ \$135.00 / Day =	\$945.00
b. Lodging (Taxes & Fees included)	6 Nights @ \$125.00 / Night =	\$750.00
c. Survey Per Diem	7 Days @ \$68.00 / Day =	\$476.00
d. Survey Supplies & Equip.	6 Days @ \$150.00 / Day =	\$900.00

Total Out-of-Pocket Expenses = \$3,071.00 Not to exceed

6

**SUBCONTRACT COSTS:**

a. Geotechnical Services = \$45,000.00

= \$45,000.00 Not to exceed

7

**MAXIMUM TOTAL FEE:**

Items 1, 2, 3, 4, 5 and 6 = \$ 267,641.00

**Actual Fee Sheet Amount due to rounding = \$267,641.00 Not to exceed**





## EXHIBIT VI

### PERFORMANCE SCHEDULE

The Consultant agrees to proceed with services immediately upon receipt of written Notice to Proceed (NTP) by the Sponsor and to employ such personnel as required to complete the scope of services in accordance with the following time schedule:

#### BASIC SERVICES

- |    |   |   |
|----|---|---|
| A. | Preliminary Phase   | As Required   |
| B. | Design Phase  |   |
| 1. | Submittal of Preliminary Design Report  | <b>(90)</b> calendar days after receipt of NTP                                    |
| 2. | Plans & Specifications  |   |
| a. | Submittal of 100% Plans and Contract Documents/Specifications for review (allow 45 days for MoDOT review) | <b>(120)</b> calendar days after receipt of NTP                                   |
| b. | Submittal of Final Design Report and Plans and Contract Documents/Specifications for bidding              | <b>(30)</b> calendar days after receipt of review comments (MoDOT, FAA & Sponsor) |
| C. | Bidding Phase   | As Required   |

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## CITY COUNCIL AGENDA

**DEPARTMENT:** Police

**ACTION REQUESTED:** First Reading

**SUBJECT:** Alarm Ordinance

**PREPARED BY:** Chief Sean Fagan

**ATTACHMENTS:** Proposed Ordinance

**(CASE/PROJECT #)**

**MEETING DATE:** February 2, 2026

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### **Overview:**

The Rolla Police Department is requesting City Council consideration of an alarm ordinance due to the continued high volume of alarm calls requiring a police response and the minimal number of legitimate incidents associated with those calls. The proposed ordinance is intended to reduce repeat false alarms, promote responsible alarm system use, and improve overall allocation of police resources.

### **Background information:**

Alarm calls typically require a minimum two-officer response, and false alarms divert resources from higher-priority public safety needs. A review of alarm data from 2023–2024 showed 1,555 alarm calls, resulting in 3,571 officer responses and more than 339 hours of officer time, with only 20 calls (1.28%) involving a verified incident. The majority of alarms were commercial and often repeated at the same locations. Updated data from 2025 shows 636 alarm calls, including 548 commercial alarms, with zero confirmed incidents.

Taken together, the data from 2023 through 2025 demonstrates a persistent pattern of high-volume alarm calls with an extremely low rate of legitimate incidents, resulting in a measurable and ongoing drain on police staffing and operational capacity.

**Fiscal considerations:** N/A

### **Recommendation:**

First reading of the proposed ordinance.

**Ordinance No. \_\_\_\_\_**

**AN ORDINANCE AMENDING SECTION 6-20 OF THE CITY CODE OF THE CITY OF ROLLA REGARDING ALARM SYSTEMS AND FALSE ALARM RESPONSES**

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

Section 1: Section 6-20 of the City Code of the City of Rolla is hereby amended to read as follows:

Section 6-20: Burglar, Fire, and Other Alarm Systems; Authorization; False Alarm Responses and Fees.

**(A) Authorization.**

Permission and authorization is granted to the owners or renters of any business establishment, business property, or residential property within the City to install and maintain a burglar, fire, or other alarm system that may result in a response by the Rolla Police Department, whether or not such system transmits an alarm signal to a police station or fire station of the City. Such authorization is subject to the provisions of this Section governing false alarms, responses, and fees.

**(B) Definitions.**

1. Alarm Subscriber: Any person or entity that owns, leases, occupies, controls, or operates an alarm system for the purpose of obtaining a police response.
  - a. For commercial properties, the alarm subscriber shall be the business license holder associated with the premises.
  - b. For residential properties, the alarm subscriber shall be the owner or resident responsible for controlling or operating the alarm system.
2. Alarm System: Any mechanical, electrical, or electronic device designed to signal an emergency condition resulting in a response by the Rolla Police Department.
3. False Alarm: The activation of an alarm system that results in a response by the Rolla Police Department when no criminal offense, fire, medical emergency, or other real emergency has occurred or been attempted.

The following shall not be considered false alarms under this Section:

- a. Alarm activations caused by severe weather conditions, including but not limited to storms, lightning, high winds, or flooding;
- b. Alarm activations caused by electrical power failure, power surge, or restoration of power;
- c. Alarm activations caused by verified telephone, internet, or utility service interruptions;
- d. Alarm activations resulting from visible evidence of attempted or actual criminal activity, fire, or other emergency condition;

e. Alarm activations initiated by a person acting under a reasonable belief that an emergency existed.

**(C) Alarm Reporting.**

All alarm activations reported directly or indirectly to the City shall be communicated in a manner consistent with procedures established by the Rolla Police Department.

**(D) Grace Period.**

The first three (3) false alarms occurring at an alarm location within a rolling twelve-month period shall not be assessed a fee.

1. When practicable, the responding officer shall issue a verbal warning to the alarm subscriber or responsible party and document the warning in the appropriate police record system.
2. If no responsible party is present and telephone contact cannot reasonably be made with the person controlling the alarm system, the Police Department shall issue written notice to the alarm subscriber.
3. Documentation of a verbal or written warning shall constitute sufficient notice for enforcement purposes.

**(E) False Alarm Fees.**

Beginning with the fourth false alarm within a rolling twelve-month period, the following fees shall apply:

1. Fourth and fifth false alarms: One hundred dollars (\$100.00) per response.
  2. Sixth and each subsequent false alarm: One hundred fifty dollars (\$150.00) per response.
- Each response shall be considered a separate false alarm regardless of frequency or proximity.

**(F) Applicability.**

False alarm fees shall apply whenever activation of an alarm system results in a response by the Rolla Police Department, regardless of whether the alarm was initially reported as a burglary, fire, medical, or other emergency and is subsequently determined to be false.

**(G) Billing and Payment.**

Invoices for false alarm fees shall be issued by the City and shall be payable within thirty (30) days of issuance.

**(H) Administrative Review.**

An alarm subscriber may request administrative review of a false alarm fee by submitting a written appeal within ten (10) days of invoice issuance. Appeals shall be reviewed by the Chief of Police or his or her designee. The decision shall be final, subject to any rights provided by law.

**(I) Failure to Pay.**

1. Commercial alarm systems. Failure to remit payment may constitute grounds for suspension, nonrenewal, or revocation of the business license associated with the premises, in accordance with applicable provisions of City Code and/or other lawful collection procedures.
2. Residential alarm systems. Failure to remit payment may be enforced through municipal citation or other lawful collection procedures.

**(J) System Limitations.**

All audible alarm devices shall automatically deactivate within fifteen (15) minutes of activation.

Section 2: That all other parts and provisions of the City Code not in conflict herewith shall remain in full force and effect unless previously or subsequently amended or repealed.

Section 3: That the City Clerk is authorized to correct any scrivener's errors identified within this Ordinance.

Section 4: This Ordinance shall be in full force and effect from and after the date of its passage and approval.

PASSED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI AND APPROVED BY THE MAYOR THIS 17<sup>th</sup> DAY OF FEBRUARY 2026.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
City Counselor



## CITY COUNCIL AGENDA

**DEPARTMENT:** Police

**ACTION REQUESTED:** First Reading

**SUBJECT:** MoDOT Agreement

**PREPARED BY:** Chief Sean Fagan

**ATTACHMENTS:** Agreement, Ordinance

**(CASE/PROJECT #)**

**MEETING DATE:** February 2, 2026

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### **Overview:**

Ordinance authorizing the Mayor to sign an agreement between the City of Rolla and Missouri Department of Transportation to apply for fully-funded traffic grants.

### **Background information:**

The attached form authorizes the City of Rolla Police Department to apply for traffic grants through the Missouri Department Of Transportation (MoDOT). The grants are 100% reimbursed by MoDOT, so there is no cost to the City of Rolla. This authorization form is simply a formality required annually by MoDOT before approval may be granted. March 1<sup>st</sup> is the deadline for applications.

Some of the things that can be obtained through approved grant funds are: overtime funding for DWI enforcement/checkpoints and "Hazardous Moving Violation" enforcement (speeding, etc.); radars; trailers and vehicles; etc.

**Fiscal considerations:** Pending final bid awards, we estimate \$45,000 in total, all of which will be reimbursed.

### **Recommendation:**

First Reading authorizing the Rolla Police Department to apply for free traffic safety grants through the Missouri Department of Transportation.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AUTHORIZING THE MAYOR OF THE CITY OF ROLLA, MISSOURI TO EXECUTE ON BEHALF OF THE CITY OF ROLLA, MISSOURI, A CERTAIN AGREEMENT BETWEEN THE CITY OF ROLLA, MISSOURI, AND THE MISSOURI DEPARTMENT OF TRANSPORTATION PERTAINING TO GRANTS.

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

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

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

PASSED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI, AND APPROVED BY THE MAYOR THIS 2<sup>ND</sup> DAY OF FEBRUARY, 2026.

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY COUNSELOR



Highway Safety Division  
P.O. Box 270  
Jefferson City, MO 65102  
1-800-800-2358 or 573-751-4161

## **CITY COUNCIL AUTHORIZATION**

On February 2, 2026 the Council of Rolla, Missouri held a meeting and discussed the City's participation in Missouri's Highway Safety Program.

It is agreed by the Council that the City of Rolla will participate in Missouri's Highway Safety Program.

It is further agreed by the Council that the Chief of Police will investigate the financial assistance available under the Missouri Highway Safety Program for Traffic Enforcement and report back to the Council his/her recommendations. When funding through the Highway Safety Division is no longer available, the local government entity agrees to make a dedicated attempt to continue support for this traffic safety effort.

**DATE:** \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**CITY CLERK**





## CITY COUNCIL AGENDA

**DEPARTMENT:** Finance

**ACTION REQUESTED:** Resolution

**SUBJECT:** FY25 Final Budget Adjustments

**PREPARED BY:** Steffanie Rogers, Finance Director

**ATTACHMENTS:** Proposed Resolution and Financial Documentation

**(CASE/PROJECT #)** NA

**MEETING DATE:** February 2, 2026

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### **Overview:**

According to the budgetary state statute (Chapter 67, RSMo), actual expenditures may not exceed budgeted expenditures for any fund maintained by the City. To comply with Chapter 67, RSMo, the City of Rolla evaluates its financial position prior to closing the fiscal year-end and based upon the information available, additional budget adjustments are being submitted for council review and approval.

### **Background information:**

NA

### **Fiscal considerations:**

Attached to this commentary is a spreadsheet of the proposed budget adjustments, identifying the requested year-end revisions to the fiscal year 2025 budget. The presented budget adjustments increase budgeted revenues by \$2,695,500, primarily consisting of:

- Rolla Rural Fire District reimbursement of \$647,000
- Animal Shelter donations of \$124,000
- Sewer user fees of \$220,000
- Environmental Services user fees of \$409,500
- ARPA grant revenue of \$743,000
- General Fund transfer for the Centre \$285,000
- Park grant revenue of \$264,000

The budget adjustment also includes an increase in total expenditures of \$4,230,361, primarily consisting of:

- Rolla Rural Fire District expenses of \$647,000
- Depreciation expenses for the Sewer and Environmental Services Funds of \$1,690,000
- LAGERS and health insurance liabilities for the Sewer and Environmental Services Funds of \$230,000
- ARPA grant expenditures of \$587,361 (Hypoint lift station)
- Recreation expenses of \$261,000
- Park grant projects of \$125,000

These adjustments will modify the budget to reflect the actual year-end projections subject to audit.

### **Recommendation:**

Approval of the Resolution revising the fiscal year 2025 budget.

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING BUDGET ADJUSTMENTS FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2024, AND APPROPRIATING FUNDS PURSUANT THERETO.**

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

**Section 1:** The budget adjustments for the City of Rolla, Missouri, for the fiscal year beginning October 1, 2024, a copy of which is attached hereto as Exhibit A, is hereby adopted.

**Section 2:** Funds are hereby appropriated for the objects and purposes of expenditure set forth in said resolution.

**Section 3:** This resolution shall be in full force and effect from and after its passage and approval.

**PASSED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI, AND APPROVED BY THE MAYOR THIS 2<sup>ND</sup> DAY OF FEBRUARY 2026.**

APPROVED:

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY COUNSELOR

**CITY OF ROLLA  
BUDGET ADJUSTMENT SUMMARY  
FISCAL YEAR 2025**

	<u>CURRENT BUDGET</u>	<u>BUDGET ADJUSTMENTS</u>	<u>REVISED BUDGET</u>	<u>YTD UNAUDITED 9/30/25</u>	<u>BUDGET BALANCE</u>	<u>% OF BUDGET REMAINING</u>
<b>GENERAL FUND</b>						
<b>REVENUE</b>	\$ 15,334,965	\$ 771,000	\$ 16,105,965	\$ 16,130,194	\$ (24,229)	-0.15%
<b>EXPENDITURES</b>						
ADMIN	\$ 1,050,500	\$ -	\$ 1,050,500	\$ 1,137,548	\$ (87,048)	-8.29%
CITY ADMIN	\$ 378,050	\$ -	\$ 378,050	\$ 368,016	\$ 10,034	2.65%
LIBRARY	\$ 480,050	\$ -	\$ 480,050	\$ 461,647	\$ 18,403	3.83%
FINANCE	\$ 792,485	\$ -	\$ 792,485	\$ 591,353	\$ 201,132	25.38%
LEGAL	\$ 98,805	\$ -	\$ 98,805	\$ 96,615	\$ 2,190	2.22%
COURT	\$ 151,430	\$ -	\$ 151,430	\$ 152,323	\$ (893)	-0.59%
TELECOM	\$ 1,633,675	\$ -	\$ 1,633,675	\$ 1,633,852	\$ (177)	-0.01%
ANIMAL CONTROL	\$ 455,935	\$ -	\$ 455,935	\$ 528,058	\$ (72,123)	-15.82%
POLICE	\$ 5,448,955	\$ -	\$ 5,448,955	\$ 5,400,082	\$ 48,873	0.90%
FIRE	\$ 4,217,005	\$ -	\$ 4,217,005	\$ 4,228,676	\$ (11,671)	-0.28%
ROLLA RURAL	\$ -	\$ 647,000	\$ 647,000	\$ 641,492	\$ 5,508	0.85%
BUILDING MAINT	\$ 126,630	\$ -	\$ 126,630	\$ 164,662	\$ (38,032)	-30.03%
COMM DEVEL	\$ 626,995	\$ -	\$ 626,995	\$ 628,962	\$ (1,967)	-0.31%
ECON DEVEL	\$ 60,360	\$ -	\$ 60,360	\$ 51,545	\$ 8,815	14.60%
	<u>\$ 15,520,875</u>	<u>\$ 647,000</u>	<u>\$ 16,167,875</u>	<u>\$ 16,084,831</u>	<u>\$ 83,044</u>	<u>0.51%</u>
<b>REV OVER/UNDER EXP</b>	\$ (185,910)	\$ 124,000	\$ (61,910)	\$ 45,364	\$ (107,274)	173.27%
<b>SEWER FUND</b>						
<b>REVENUE</b>	\$ 6,508,150	\$ 220,000	\$ 6,728,150	\$ 6,388,465	\$ 339,685	5.05%
<b>EXPENDITURES</b>	<u>\$ 6,694,781</u>	<u>\$ 1,420,000</u>	<u>\$ 8,114,781</u>	<u>\$ 6,004,376</u>	<u>\$ 2,110,405</u>	<u>26.01%</u>
<b>REV OVER/UNDER EXP</b>	\$ (186,631)	\$ (1,200,000)	\$ (1,386,631)	\$ 384,090	\$ (1,770,721)	
<b>ENVIRONMENTAL SERVICES FUND</b>						
<b>REVENUE</b>	\$ 4,425,025	\$ 409,500	\$ 4,834,525	\$ 4,775,094	\$ 59,431	1.23%
<b>EXPENDITURES</b>						
RECYCLING	\$ 507,765	\$ 95,000	\$ 602,765	\$ 526,802	\$ 75,963	12.60%
SANITATION	\$ 3,229,803	\$ 956,000	\$ 4,185,803	\$ 3,676,962	\$ 508,841	12.16%
VEHICLE MAINT	\$ 591,395	\$ 123,000	\$ 714,395	\$ 656,299	\$ 58,096	8.13%
	<u>\$ 4,328,963</u>	<u>\$ 1,174,000</u>	<u>\$ 5,502,963</u>	<u>\$ 4,860,062</u>	<u>\$ 642,901</u>	<u>11.68%</u>
<b>REV OVER/UNDER EXP</b>	\$ 96,062	\$ (764,500)	\$ (668,438)	\$ (84,968)	\$ (583,470)	
<b>ARPA FUND</b>						
<b>REVENUE</b>	\$ 5,000	\$ 746,000	\$ 751,000	\$ 751,034	\$ (34)	0.00%
<b>EXPENDITURES</b>	<u>\$ 305,000</u>	<u>\$ 587,361</u>	<u>\$ 892,361</u>	<u>\$ 736,016</u>	<u>\$ 156,345</u>	<u>17.52%</u>
<b>REV OVER/UNDER EXP</b>	\$ (300,000)	\$ 158,639	\$ (141,361)	\$ 15,018	\$ (156,379)	
<b>AIRPORT FUND</b>						
<b>REVENUE</b>	\$ 951,050	\$ -	\$ 951,050	\$ 696,697	\$ 254,353	26.74%
<b>EXPENDITURES</b>	<u>\$ 1,058,960</u>	<u>\$ -</u>	<u>\$ 1,058,960</u>	<u>\$ 848,798</u>	<u>\$ 210,162</u>	<u>19.85%</u>
<b>REV OVER/UNDER EXP</b>	\$ (107,910)	\$ -	\$ (107,910)	\$ (152,101)	\$ 44,191	

**CITY OF ROLLA  
BUDGET ADJUSTMENT SUMMARY  
FISCAL YEAR 2025**

	<u>CURRENT BUDGET</u>	<u>BUDGET ADJUSTMENTS</u>	<u>REVISED BUDGET</u>	<u>YTD UNAUDITED 9/30/25</u>	<u>BUDGET BALANCE</u>	<u>% OF BUDGET REMAINING</u>
<b>CEMETERY FUND</b>						
REVENUE	\$ 19,400	\$ -	\$ 19,400	\$ 37,265	\$ (17,865)	-92.09%
EXPENDITURES	\$ 3,000	\$ -	\$ 3,000	\$ -	\$ 3,000	100.00%
REV OVER/UNDER EXP	\$ 16,400	\$ -	\$ 16,400	\$ 37,265	\$ (20,865)	
<b>STREET FUND</b>						
REVENUE	\$ 8,154,900	\$ -	\$ 8,154,900	\$ 8,024,920	\$ 129,980	1.59%
EXPENDITURES						
STREET	\$ 8,516,240	\$ -	\$ 8,516,240	\$ 7,346,546	\$ 1,169,694	13.73%
TDD	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ 75,000	
Engineering	\$ 1,203,455	\$ -	\$ 1,203,455	\$ 1,439,246	\$ (235,791)	-19.59%
	\$ 9,794,695	\$ -	\$ 9,794,695	\$ 8,785,792	\$ 1,008,903	10.30%
REV OVER/UNDER EXP	\$ (1,639,795)	\$ -	\$ (1,639,795)	\$ (760,872)	\$ (878,923)	
<b>RECREATION FUND</b>						
REVENUE	\$ 539,150	\$ 285,000	\$ 824,150	\$ 820,081	\$ 4,069	0.49%
EXPENDITURES	\$ 543,285	\$ 261,000	\$ 804,285	\$ 797,273	\$ 7,012	0.87%
REV OVER/UNDER EXP	\$ (4,135)	\$ 24,000	\$ 19,865	\$ 22,808	\$ (2,943)	
<b>PARKS FUND</b>						
REVENUE	\$ 2,050,030	\$ 264,000	\$ 2,314,030	\$ 1,995,533	\$ 318,497	13.76%
EXPENDITURES	\$ 1,871,300	\$ 141,000	\$ 2,012,300	\$ 1,985,827	\$ 26,473	1.32%
REV OVER/UNDER EXP	\$ 178,730	\$ 123,000	\$ 301,730	\$ 9,707	\$ 292,023	
<b>PARK LAND RESERVE FUND</b>						
REVENUE	\$ 12,650	\$ -	\$ 12,650	\$ -	\$ 12,650	100.00%
EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
REV OVER/UNDER EXP	\$ 12,650	\$ -	\$ 12,650	\$ -	\$ 12,650	
<b>CITY WIDE RECAP</b>						
REVENUE	\$ 37,995,320	\$ 2,695,500	\$40,690,820	\$ 38,868,251	\$ 1,822,569	4.48%
EXPENDITURES	\$ 40,120,859	\$ 4,230,361	\$44,351,220	\$ 40,102,974	\$ 4,248,246	9.58%
REV OVER/UNDER EXP	\$ (2,125,539)	\$ (1,534,861)	\$ (3,660,400)	\$ (1,234,724)	\$ (2,425,676)	66.27%

**CITY OF ROLLA  
FINAL BUDGET ADJUSTMENTS  
COMBINED DEPARTMENTS**

<b>DEPARTMENT</b>	<b>ACCOUNT TITLE</b>	<b>ACCOUNT NUMBER</b>	<b>APPROVED BUDGET</b>	<b>ADJUSTMENT</b>	<b>PROPOSED BUDGET</b>	<b>JUSTIFICATION</b>
<b>GENERAL FUND</b>						
General Fund	Rolla Rural Fire Admin Payment	01-4-000-44-064	\$ 10,000	\$ 647,000	\$ 657,000	Adjust to actual
General Fund	Reimb/Donations - Animal Control	01-4-000-46-021	\$ 30,000	\$ 124,000	\$ 154,000	New construction donations
<b>GENERAL FUND REVENUES TOTAL</b>			<b>\$ 40,000</b>	<b>\$ 771,000</b>	<b>\$ 811,000</b>	
Rolla Rural Fire	All Accounts	All Accounts	\$ -	\$ 647,000	\$ 647,000	Contract with Rolla Rural
<b>GENERAL FUND EXPENDITURE TOTAL</b>			<b>\$ -</b>	<b>\$ 647,000</b>	<b>\$ 647,000</b>	
<b>SEWER FUND</b>						
Sewer Fund	Sewer User Fees	02-4-000-44-200	\$ 4,450,000	\$ 220,000	\$ 4,670,000	Adjust to actual
<b>SEWER FUND REVENUES TOTAL</b>			<b>\$ 4,450,000</b>	<b>\$ 220,000</b>	<b>\$ 4,670,000</b>	
Sewer	Employ Bene - LAGERS	02-5-050-109.01	\$ -	\$ 50,000	\$ 50,000	LAGERS liability
Sewer	Employ Bene - Health Ins	02-5-050-113.01	\$ -	\$ 45,000	\$ 45,000	OPEB liability
Sewer	Depreciation Expense	02-5-050-599.00	\$ -	\$ 1,325,000	\$ 1,325,000	Depreciation calculation
<b>SEWER FUND EXPENDITURE TOTAL</b>			<b>\$ -</b>	<b>\$ 1,420,000</b>	<b>\$ 1,420,000</b>	
<b>ENVIRONMENTAL SERVICES FUND</b>						
Environmental Services	Sanitation Fees - Commercial	03-4-000-44-320	\$ 1,660,000	\$ 180,500	\$ 1,840,500	Adjust to actual
Environmental Services	Sanitation Fees - Other	03-4-000-44-360	\$ 680,000	\$ 121,500	\$ 801,500	Adjust to actual
Environmental Services	In-House Maintenance	03-4-000-46-075	\$ 370,000	\$ 107,500	\$ 477,500	Adjust to actual
<b>ENVIRONMENTAL SERVICES REVENUE TOTAL</b>			<b>\$ 2,710,000</b>	<b>\$ 409,500</b>	<b>\$ 3,119,500</b>	
Recycling	Employ Bene - LAGERS	03-5-060-109.01	\$ -	\$ 5,000	\$ 5,000	LAGERS liability
Recycling	Employ Bene - Health Ins	03-5-060-113.01	\$ -	\$ 20,000	\$ 20,000	OPEB liability
Recycling	Depreciation Expense	03-5-060-599.00	\$ -	\$ 70,000	\$ 70,000	Depreciation calculation
Sanitation	Employ Bene - LAGERS	03-5-070-109.01	\$ -	\$ 15,000	\$ 15,000	LAGERS liability
Sanitation	Employ Bene - Health Ins	03-5-070-113.01	\$ -	\$ 60,000	\$ 60,000	OPEB liability
Sanitation	Vehicle & Equip Repairs	03-5-070-443.00	\$ 160,000	\$ 160,500	\$ 320,500	Unexpected repairs
Sanitation	Landfill Contributions	03-5-070-457.00	\$ 1,015,000	\$ 202,500	\$ 1,217,500	Contract increases
Sanitation	Vehicles	03-5-070-561.00	\$ 180,500	\$ 233,000	\$ 413,500	Automated trucks delivered (2)
Sanitation	Depreciation Expense	03-5-070-599.00	\$ -	\$ 285,000	\$ 285,000	Depreciation calculation
Vehicle Maintenance	Employ Bene - LAGERS	03-5-075-109.01	\$ -	\$ 10,000	\$ 10,000	LAGERS liability
Vehicle Maintenance	Employ Bene - Health Ins	03-5-075-113.01	\$ -	\$ 25,000	\$ 25,000	OPEB liability
Vehicle Maintenance	Shop Supplies	03-5-075-215.00	\$ 270,000	\$ 78,000	\$ 348,000	Adjust to actual
Vehicle Maintenance	Depreciation Expense	03-5-075-599.00	\$ -	\$ 10,000	\$ 10,000	Depreciation calculation
<b>ENVIRONMENTAL SERVICES EXPENDITURE TOTAL</b>			<b>\$ 1,625,500</b>	<b>\$ 1,174,000</b>	<b>\$ 2,799,500</b>	
<b>ARPA FUND</b>						
ARPA	Federal & State Grants	04-4-000-43-020	\$ -	\$ 743,000	\$ 743,000	Adjust to actual

**CITY OF ROLLA  
FINAL BUDGET ADJUSTMENTS  
COMBINED DEPARTMENTS**

<u>DEPARTMENT</u>	<u>ACCOUNT TITLE</u>	<u>ACCOUNT NUMBER</u>	<u>APPROVED BUDGET</u>	<u>ADJUSTMENT</u>	<u>PROPOSED BUDGET</u>	<u>JUSTIFICATION</u>
ARPA	Interest Income	04-4-000-46-040	\$ 5,000	\$ 3,000	\$ 8,000	Adjust to actual
	<b>ARPA REVENUE TOTAL</b>		<b>\$ 5,000</b>	<b>\$ 746,000</b>	<b>\$ 751,000</b>	
ARPA	Sewer Building & Grounds	04-5-250-563.02	\$ -	\$ 587,361	\$ 587,361	Hypoint lift station project
	<b>ARPA EXPENDITURES TOTAL</b>		<b>\$ -</b>	<b>\$ 587,361</b>	<b>\$ 587,361</b>	
<b>AIRPORT FUND</b>						
Airport			\$ -	\$ -	\$ -	
	<b>AIRPORT REVENUE TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
Airport			\$ -	\$ -	\$ -	
	<b>AIRPORT EXPENDITURES TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>CEMETERY FUND</b>						
Cemetery			\$ -	\$ -	\$ -	
	<b>CEMETERY REVENUE TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
Cemetery			\$ -	\$ -	\$ -	
	<b>CEMETERY EXPENDITURES TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>STREET FUND</b>						
Street			\$ -	\$ -	\$ -	
	<b>STREET REVENUE TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
Street			\$ -	\$ -	\$ -	
	<b>STREET EXPENDITURES TOTAL</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>RECREATION FUND</b>						
Administration	Transfer From General Fund	08-4-000-47-400	\$ 435,000	\$ 285,000	\$ 720,000	Addition contribution from General Fund
	<b>RECREATION FUND REVENUE TOTAL</b>		<b>\$ 435,000</b>	<b>\$ 285,000</b>	<b>\$ 720,000</b>	
Administration	All Accounts	All Accounts	\$ 533,285	\$ 225,000	\$ 758,285	PowerWellness & Lease purchases
Maintenance		08-5-050-563.00	\$ 10,000	\$ 36,000	\$ 46,000	Various facility repairs
	<b>RECREATION FUND EXPENDITURE TOTAL</b>		<b>\$ 543,285</b>	<b>\$ 261,000</b>	<b>\$ 804,285</b>	

**CITY OF ROLLA  
FINAL BUDGET ADJUSTMENTS  
COMBINED DEPARTMENTS**

<u>DEPARTMENT</u>	<u>ACCOUNT TITLE</u>	<u>ACCOUNT NUMBER</u>	<u>APPROVED BUDGET</u>	<u>ADJUSTMENT</u>	<u>PROPOSED BUDGET</u>	<u>JUSTIFICATION</u>
<b>PARKS FUND</b>						
Parks	Reimb/Donation - Parks	11-4-070-44-081	\$ 3,000	\$ 264,000	\$ 267,000	Insurance reimbursements - tornado
<b>PARKS REVENUE TOTAL</b>			<b>\$ 3,000</b>	<b>\$ 264,000</b>	<b>\$ 267,000</b>	
Parks	Grant Expense	11-5-070-564.00	\$ 110,000	\$ 125,000	\$ 235,000	APRA & LWCF Grants
Splashzone	Building & Grounds	11-5-080-563.00	\$ -	\$ 16,000	\$ 16,000	Unexpected repairs
<b>PARKS EXPENDITURE TOTAL</b>			<b>\$ 110,000</b>	<b>\$ 141,000</b>	<b>\$ 251,000</b>	
<b>PARK LAND RESERVE FUND</b>						
Park Land Reserve			\$ -	\$ -	\$ -	
<b>PARK LAND RESERVE REVENUE TOTAL</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
Park Land Reserve			\$ -	\$ -	\$ -	
<b>PARK LAND RESERVE EXPENDITURE TOTAL</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

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**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING SECTION 2-69 OF THE MUNICIPAL CODE OF THE CITY OF ROLLA, MISSOURI, RELATING TO THE COMPENSATION OF THE MAYOR**

**WHEREAS**, the City of Rolla, Missouri (“City”), a Third-Class City under Missouri law with a Mayor-Administrator-Council form of government, has established the compensation of the mayor by ordinance in Section 2-69 of the Rolla City Code; and

**WHEREAS**, Section 78.050 of the Revised Statutes of Missouri requires that the mayor’s salary be fixed by ordinance; and

**WHEREAS**, the City Council finds that updating the mayor’s compensation reflects the duties and responsibilities of the office and is in the best interest of the City.

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

**SECTION 1:** The City Code is hereby amended by repealing Section 2-69 and replacing it with a new section in lieu thereof, to read as follows:

Sec. 2-69. — Compensation.

The mayor shall receive an annual salary of Fifteen Thousand Dollars (\$15,000.00), which shall be paid in equal bi-weekly installments in accordance with the City’s regular payroll practices. The mayor shall also be reimbursed for authorized expenses pursuant to Section 2-24 of the Municipal Code.

**SECTION 2:** Pursuant to Missouri law, the change in compensation provided for in this Ordinance shall not become effective during the term of office being served at the time of adoption, but shall take effect at the beginning of the next Mayor’s term following adoption.

**SECTION 3:** That the City Clerk is authorized by this Ordinance to correct any scrivener’s errors identified within this Ordinance

**SECTION 4:** This Ordinance shall be in full force and effect from and after its passage.

**PASSED BY THE CITY COUNCIL OF THE CITY OF ROLLA, MISSOURI AND APPROVED BY THE MAYOR THIS ? DAY OF ?, 2026.**

**APPROVED:**

\_\_\_\_\_

**Mayor**

**ATTEST:**

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**City Clerk**

**APPROVED AS TO FORM:**

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**City Counselor**