

NOTICE OF MEETING AND CITY COUNCIL AGENDAⁱ



MONDAY, FEBRUARY 3, 2025 – 6:00 P.M.

CITY COUNCIL CHAMBERS ~ JOHN G. CHRISTY MUNICIPAL BUILDING ~ 320 E. McCARTY STREET
To **VIEW** THE LIVE MEETING ON YOUTUBE [CLICK HERE](#)

TENTATIVE AGENDA

PRAYER – Councilmember Ahlers
PLEDGE OF ALLEGIANCE

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. ADOPTION OF AGENDA**
- 4. MISCELLANEOUS AGENDA ITEMS**
 - a. Recognize Michael Alber (Wastewater Utility Crew Supervisor) and Pat Kauffman (Street Maintenance Crew Leader) for attending Public Works Institute (David Bange)
- 5. OPPORTUNITY FOR PUBLIC COMMENT** (All individuals will be limited to 4 minutes without exception. All presentations shall be made from the podium unless other accommodation is requested and granted.)
- 6. PUBLIC HEARINGS**
- 7. APPOINTMENTS BY THE MAYOR**
- 8. PRESENTATIONS FROM STAFF, CONSULTANTS & INVITED GUESTS**
 - a. 2025 American Heart Month Presentation and Resolution (Matt Schofield and Eric Hoy)
 - i. RS2024-39 Setting Goals to Purchase, Maintain, and Install AEDs in All City-Owned and Operated Buildings (Leuckel) Staff: Matt Schofield
 - b. Garfield Public Private Presentation – Conference Center
 - c. Financial Update (Shiela Pearre)
- 9. ANNOUNCEMENTS BY MAYOR, COUNCIL, AND STAFF**
 - a. Council Committee Meetings (Check www.jeffersoncitymo.gov meeting calendar for dates, times, locations, and agendas):
 - i. Administration

- ii. Finance
- iii. Public Safety
- iv. Public Works & Planning

b. Other Announcements

10. **CONSENT AGENDA**

- a. Minutes of City Council Meetings: January 6, 2025
- b. Authorizing a \$44,398, Cooperative Procurement with Caterpillar Inc for the Purchase of a Mini Excavator
- c. Authorizing a Cooperative Procurement with Ford Motor Company and General Motors for the Purchase of Auto Parts as Needed
- d. Authorizing a \$68,186 Cooperative Procurement with Jim Butler MidMO PowerHouse for the Purchase of Wastewater Vehicle
- e. Authorizing the Lease Renewal with Fischer Grain Farms for Farming City-Owned Property

11. **BILLS INTRODUCED**

- a. 2024-074 Rezoning .46 Acres from RA-2 to PUD and Approving a Preliminary and Final PUD Plan for Property Located at 1106 St. Mary's Blvd. (Hoselton) Staff: Clint Smith
- b. 2024-075 Rezoning .5 Acres from MU-1 to PUD and Approving a Preliminary PUD Plan for Property Located at 413 and 417 E. Capitol Ave. (Hoselton) Staff: Clint Smith
- c. 2024-076 Rezoning 21.36 Acres from RA-1 to PUD and Approving a Preliminary PUD Plan and Preliminary Subdivision Plat of Savannah Place Subdivision, Located in the 4400 Block of Rainbow Dr. (Hoselton) Staff Clint Smith
- ✓ d. 2024-077 Authorizing a FY2024 Budget Supplement from General Fund, Parks Fund, Parking Fund, and Wastewater Fund to the Self-Funded Health Insurance Fund (Schwartz) Staff: Shiela Pearre
 - i. 2024-077 A Supplement Based on Percent of Employees in Each Fund; **OR**
 - ii. 2024-077 B Supplement Based on Administrative Chargeback Percentage

12. **BILLS PENDING**

- a. 2024-072 Authorizing a Budget Amendment and Cooperative Agreement with Oracle Enterprises Related to Truman Hotel Demolition (Spencer) Staff: Ryan Moehlman
 - i. Demolition Options for 1510 Jefferson St.

- b. 2024-073 Activating the Christy Drive TIF Plan (Schwartz) Staff: Ryan Moehlman

13. INFORMAL CALENDAR

- a. 2024-067 Adopting the Elected Officials Operating Guidelines (Ahlers) Staff: Brian Crane
(Expires after March 3, 2025 Meeting)
 - i. Amended Exhibit A (Lester)

14. RESOLUTIONS

- a. RS2024-39 Taken Up Under 8(a)
- b. RS2024-40 Authorizing a Letter of Engagement with Ellis, Ellis, Hammons & Johnson
Law Firm for Labor Counsel (Ahlers) Staff: Ryan Moehlman

15. NEW BUSINESS

16. UNFINISHED BUSINESS

17. ADJOURN

ⁱ Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.

NOTICE OF MEETING AND CITY COUNCIL AGENDAⁱ



CITY COUNCIL WORK SESSION

City of Jefferson, Missouri
320 E. McCarty St.
City Council Chambers

MONDAY, FEBRUARY 3, 2025

5:45 P.M.

AGENDA

1. Discussion of February 3, 2025 City Council Meeting Agenda Items
2. Adjournment

ⁱ Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.

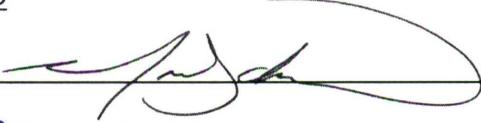
RESOLUTION SUMMARY

RESOLUTION NO: RS2024-39

SPONSOR: Councilmember Leuckel

SUBJECT: A Resolution Setting Goals Regarding the Purchase, Maintenance, and Installation of AEDs in all City-Owned and Operated Buildings

DATE INTRODUCED: February 3, 2025

DEPARTMENT DIRECTOR(S): _____


CITY ADMINISTRATOR: _____


Staff Recommendation: Staff recommend approval to set a goal to have every new or remodeled building under the City of Jefferson's ownership, operation, or occupancy equipped with an automated external defibrillator (AED).

Summary: The City of Jefferson is dedicated to enhancing the safety and well-being of its residents and visitors by setting a goal to have new or remodeled buildings under its ownership, operation, or occupancy equipped with an AED with help and advisement of the Jefferson City Fire Department. Those AEDs would require consistent maintenance and supplies, so they are always ready to save lives. Further, City employees would be empowered to pursue the life-saving skills of "Hands Only CPR", as endorsed by the American Heart Association.

Origin of Request: Fire

Department Responsible: Fire

PERSON RESPONSIBLE: MATTHEW SCHOFIELD

Background Information: Sudden cardiac arrest is a public health crisis and is the number one killer of Jefferson City residents, effecting both men and women from all racial and socio-economic groups equally. Across the nation, cardiovascular disease accounts for 1 in every 5 deaths, or approximately 1 death every 33 seconds.

The American Heart Association "chain-of-survival" to help victims of sudden cardiac arrest includes the following links: early access to emergency medical services systems by calling 911, quick recognition of cardiac arrest and performance of CPR, early defibrillation using an AED, and early advanced cardiovascular care.

Fiscal Information: The approximate cost for each AED, case, and start up supplies is expected to be \$2,000.00. Historically, the cost of AEDs and supplies has been covered by MPR loss control credits.

RESOLUTION

RS2024-39

Sponsor: Councilmember Leuckel

A RESOLUTION SETTING GOALS REGARDING THE PURCHASE, MAINTENANCE AND INSTALLATION OF AEDS IN ALL CITY OWNED AND OPERATED BUILDINGS

WHEREAS, the City of Jefferson recognizes that sudden cardiac arrest is a public health crisis that is the number one killer of City of Jefferson residents; and

WHEREAS, the City of Jefferson recognizes that cardiovascular disease accounts for 1 in every 5 deaths or approximately 1 death every 33 seconds, effecting both men, women and all racial and socio-economic groups equally according to the CDC; and

WHEREAS, the City of Jefferson recognizes that the American Heart Association "chain-of-survival" to help victims of sudden cardiac arrest includes the following links: early access to emergency medical services systems by calling 911, quick recognition of cardiac arrest and performance of CPR, early defibrillation using an automated external defibrillator (AED), and early advanced cardiovascular care; and

WHEREAS, the City of Jefferson recognizes that to make early defibrillation possible, an AED must be immediately available to residents and employees of the City of Jefferson inside of buildings owned and operated by the City of Jefferson.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JEFFERSON, MISSOURI, as follows:

SECTION 1. The City of Jefferson is dedicated to enhancing the safety and well-being of its residents and visitors by setting a goal to have every new or remodeled building under its ownership, operation, or occupancy equipped with an AED with the help and advisement of the Jefferson City Fire Department.

SECTION 2. It is also the City's goal that all installed AEDs are consistently maintained and fully equipped, so that they are always ready to save lives when needed most. By doing this, the City is prioritizing safety and making sure the community is always prepared for the unexpected.

SECTION 3. This resolution lays the essential groundwork to empower every City of Jefferson employee with the life-saving skills of 'Hands Only CPR,' as endorsed by the American Heart Association.

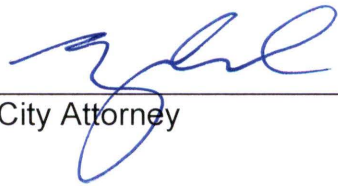
Adopted this 3rd day of February 2025

Mayor Ron Fitzwater

ATTEST:

APPROVED AS TO FORM:

City Clerk



City Attorney

**JEFFERSON CITY
HOTEL & CONFERENCE CENTER**

PRE-DEVELOPMENT BUSINESS PLAN

Submitted January 28, 2025
Garfield Public/Private LLC





TABLE OF CONTENTS

• Executive Summary	3
• List of Consultants	11
• Market Study	16
• Parking Study	66
• Conceptual Design	77
• Project Budget	102
• Strategic Business Plan	122
• Development Schedule	143



EXECUTIVE SUMMARY



EXECUTIVE SUMMARY

As the capital city for the State of Missouri, strategically positioned between St. Louis and Kansas City, Jefferson City offers significant potential for economic growth. Its unique role as the hub for state government operations, along with hosting the annual legislative session, draws visitors year-round. By leveraging this unique advantage and offering a top-tier experience to visitors, the city can foster sustainable economic growth, benefiting the entire community in the long run.

Jefferson City has long recognized the need for a modern high-quality conference center and headquarters hotel to meet the demand for meeting spaces from government agencies, statewide industry associations, business groups, and local civic organizations. Currently, the city lacks the necessary facilities to attract and sustain a competitive market for conferences, group meetings, and special events. Existing venues are either too small or have declined in quality over the years, leading many events once held in Jefferson City to be relocated to other cities.

The city's recent decision to replace the Madison Street parking garage and acquire and demolish the News Tribune site has opened up a prime redevelopment opportunity. This newly available half-block of downtown Jefferson City presents an ideal location for a new hotel, conference center, and parking garage. This development would serve the needs of Missouri's executive branch and legislature while also benefiting businesses, associations, and local civic events. The influx of visitors generated by these activities will spur economic growth and serve as a catalyst for further investments in the city.

THE RFQ PROCESS

On November 1, 2023, the City of Jefferson issued a Request For Qualifications (RFQ) for development teams to lead the city through the planning, design, engineering, construction, operation, and maintenance of a new conference center with an integrated full-service hotel and parking facility. The city articulated their desire to partner with a development team with a proven track record of completing similar developments.

Garfield Public/Private LLC (Garfield) submitted a Statement of Qualifications on December 15, 2023 and was interviewed by a panel of individuals representing a variety of backgrounds and expertise on January 12, 2024. A recommendation of the review and interview panel to select Garfield as lead for this project was made to the Jefferson City Council on January 25, 2023 and approved by the Council on February 20, 2023. Following the selection, the city executed a Pre-Development Service Agreement with Garfield on March 19, 2024.

PRE-DEVELOPMENT SERVICES SUMMARY

The purpose of the Pre-Development Services Agreement is to perform the studies and planning necessary to determine the demand, scope, cost, and feasibility of the project. Throughout the process, Garfield has led and coordinated a team of consultants that have provided specific information and expertise that has been utilized in the development of this Pre-Development Services Report. The consultant team and their specific roles are summarized below:

- **Market Study:** CBRE was selected to develop a hotel market study to determine the market demand, make meeting space, hotel size, and amenities recommendations, and to estimate the facility's economic performance.
- **Parking Study:** A parking study was performed by Fishbeck and SP Plus to quantify the existing supply and demand for downtown parking, include recommendations to satisfy existing demand from downtown tenants, office, and retail demand, as well as the additional demand for supporting the conference space and headquarters hotel. Recommendations within the study were made to help mitigate any parking shortages during the construction period.
- **Conceptual Design:** DLR Group and FACET worked with Garfield to develop a conceptual design for the hotel, conference center, and parking garage based upon the recommendations of the market and parking studies.



- **Project Budget:** Construction partner, McCownGordon, has worked closely throughout this process to ensure design proposals were analyzed and balanced with costs impacts.
- **Strategic Business Plan:** Garfield, informed by the information described above, and working with the city's financial advisor, has presented a proposed project ownership and operations model, an initial estimated plan of finance identifying possible revenue sources and estimated bond sales proceeds as well as other sources of capital currently pledged to the development. Also included is a recommended strategy and schedule to further develop the project plan through design, construction, and opening.

MARKET STUDY SUMMARY

The market study estimates significant demand for a modern facility to host conferences, meetings, and events for associations, government, corporate, and local organizations. Over many years, there has been a reduction in quality and quantity of meeting space within the Jefferson City market, resulting in many groups moving their events out of the market.

The market study shows that Jefferson City is a desired location and it is expected that group events would return to the city if first-class facilities are available to hold these meetings. The market study estimates that new facilities will not only serve to recover lost business but also will attract new events to the city. Based upon interviews with the Convention and Visitors Bureau (CVB), meeting planners, and management of existing facilities in the market, CBRE concluded in its initial response that the development could support a headquarters hotel with 250 keys, conference spaces of 36,000 square feet, and a full-service signature restaurant, lobby café, and terrace level lounge. CBRE recommended a major hotel brand, such as Marriott, Hyatt, or Hilton.

CBRE was approached after initial designs and pricing to determine impacts of a development with slight reductions in room key counts and conference meeting space. The amended CBRE market study estimates that the reduced sizing would continue to meet the demands of the market, while

allowing the additional demand not captured by the new facility to overflow into existing facilities in the market. The reduced program is a headquarters hotel of 204 keys, conference spaces totaling 29,000 square feet, with similar food and beverage outlets properly sized for the revised program.

PROJECT PERFORMANCE PROJECTIONS

CBRE estimates the new development will perform at the following levels in its first year of stabilized operations: Average Daily Rate (ADR) is projected at \$191.52, Occupancy at 70%, and Revenues per Available Room (RevPAR) at \$134.07. Based on those inputs, CBRE created a 10-year operating pro-forma which estimates Net Operating Income (NOI) available to pay debt service on the project capital costs. Those numbers estimate that in the first year of stabilized operations, the hotel and conference center will generate approximately \$4.6 million available to service debt, growing by 3% annually.

Because the new 204-key hotel will not be able to accommodate all the estimated room-night demand for meetings at the new conference center, CBRE has estimated the new development will create demand for other hotels within the Jefferson City market, with induced demand for 6,600 to 9,900 additional room nights per year not accommodated by the headquarters hotel.

The full CBRE market study is presented on the Market Study tab of this report.

PARKING STUDY SUMMARY

The Fishbeck parking study collected data during business hours on two weekdays prior to the end of the 2024 legislative session within a nine-block study area surrounding the project site. The study revealed that the total parking supply within the project area is 2,865 spaces comprised of 1,427 spaces on-street and in public lots, and 1,438 spaces located within private lots. Peak occupancy within the study area was measured at 55% of the total supply, which is categorized as 47% occupancy of on-street parking, 62% occupancy of off-street public parking, and 53% occupancy of private off-street parking. Within the project site, which includes the existing Madison Street parking garage and the News Tribune site,



peak occupancy was 65% or 424 vehicles. The measured peak occupancy rates indicate there is sufficient parking supply within the study area.

Based on the Jefferson City zoning ordinance and a shared parking demand model, Fishbeck estimated 360 parking spaces will be necessary to serve the conference center and hotel as initially designed. Based upon the 424-vehicle existing peak parking demand at the project site, and the 360-vehicle demand for the new conference center and hotel, Fishbeck recommended the new garage accommodate approximately 790 vehicles.

SP Plus further analyzed the existing parking operations and occupancy rates within the study area and recommends exploring and implementing strategies to encourage more efficient use of existing available on-street and off-street parking assets. Based on increasing the use of existing available parking, as well as the reduction in hotel rooms and meeting space in the project program, SP Plus has recommended reducing the size of the parking garage to approximately 690-spaces.

PARKING DURING CONSTRUCTION

It is estimated that 714 existing public parking spaces will be unavailable during construction, reducing the public parking spaces available within the study area to 772 spaces. With peak demand for public parking at 809 spaces, the result during construction would be an estimated deficit of 37 public spaces. Fishbeck has suggested strategies that the city could implement to mitigate the space deficit and the inconvenience to downtown parking users and businesses during construction. These suggestions include relocating existing State parking leases to State or private lots, temporarily modifying street parking time limitations, encouraging parking in underutilized parking along McCarty Street, exploring temporary usage of private lots for public parking, and identifying other public parking spaces outside of the study area while possibly providing temporary shuttle options.

The full Fishbeck parking study and SP Plus parking analysis are presented on the Parking Study tab of this report.

CONCEPTUAL DESIGN SUMMARY

DLR Architects and FACET worked in coordination with Garfield, studying the development site, the topography, and its context with adjacent buildings and the broader downtown area. This analysis, along with the above described studies for the hotel, conference center market, and required parking demand served to inform the design and development programs. The team created multiple concept sketches including site plans, floor plans, and elevations illustrating options of how the hotel, conference center, and parking components could be situated within the project site. Working with the local project team and other consultants, the concepts were evaluated, revised, and refined numerous times resulting in the final concept plan, which represents an efficient design that meets the project objectives, budget, and fits well within the context of the site.

McCownGordon worked closely with and advised the design team and Garfield throughout the conceptual design process on the cost effectiveness, efficiency, constructability of the concepts, and provided input regarding possible structural and mechanical systems as well as building materials.

The conceptual design is warm and welcoming in nature, as expected in a hospitality setting. The project fits well into the downtown context with impactful street presence and frontage on Capital Street. The massing of the hotel is thoughtfully composed, with its lower levels divided into three distinct sections: the restaurant, hotel entrance, and a civic-oriented entrance for the ballroom and conference center facing the Capitol. This layout activates the street, fostering a vibrant pedestrian experience while integrating seamlessly into its civic context. The final conceptual design has the hotel tower rising above the lobby, accommodating 204 rooms, with a lush pool retreat on the fourth level offering sweeping views from the Missouri River back to the Capitol. Aligned to the “Rich History, Modern Charm” city motto, the hotel and conference center project honors its setting and surroundings while contributing contemporary appeal and amenities to both the community and its visitors.

The full DLR & FACET conceptual design packet is presented on the Conceptual Design tab of this report.



CONCEPTUAL DEVELOPMENT BUDGET SUMMARY

Based upon the architectural concept plans, and the expected square footage unit costs for similar types of construction, McCownGordon developed construction cost estimates for each component of the project, i.e., the conference center, hotel, and parking garage. In addition, Garfield estimated non-construction costs necessary to deliver the project. The non-construction costs include furniture, fixtures, and equipment (FF&E), operating supplies and equipment (OS&E), information technology (IT), as well as soft costs which include due diligence, professional fees, inspections & commissioning, hotel brand fees, contingencies and escalation factors, among others. The total project development budget is estimated to be approximately \$130 million, with the hotel estimated to be \$51 million, the conference center \$52 million, and the parking garage \$27 million. The development budget of \$130 million is net of financing costs, capitalized interest, and reserves.

The detailed Garfield project development budget as well as the McCown-Gordon conceptual cost estimate is presented on the Project Budget tab of this report.

STRATEGIC BUSINESS PLAN SUMMARY

Project Ownership

Based on decades of experience developing similar facilities across the country, Garfield recommends developing the project utilizing a public non-profit ownership model. In this model the property is owned by a public not-for-profit entity such as a municipality, government agency, or non-profit organization while the facility is operated and managed through a third-party professional management agreement. The advantage of this arrangement, is that the project is less costly to finance than a privately constructed, conventionally financed project, and has greater benefits for Jefferson City and its taxpayers.

- Tax-exempt publicly issued bonds carry an interest rate well below that of any taxable loan program which reduces the overall development cost.
- Due to initial capital costs, a conference center supported by a full-service headquarters hotel cannot be developed without contributions from the public sector. In this model, public sector contributions are an investment in an asset which directly benefits the community rather than a subsidy provided to a private owner.
- The public not-for-profit will receive all cash flow after debt service and reserve requirements over the 30-year bond period. Following the retirement of all bonds, the public not-for-profit will own the property debt free, at which time it may continue ownership and realize significant annual profits from the project or capitalize on the sale of the property to private ownership.

Additional benefits of public non-profit ownership include:

- Sufficient capital replacement reserves are provided for periodic replacement and rehabilitation to maintain the quality of the facility throughout the life of the project. The success of the project relies on ensuring the facility is maintained to a high standard.
- Consistent ownership throughout the life of the project. Privately owned facilities often change ownership over time. Maintaining local ownership and control of the facility further ensures the quality of the property.



Project Operations

The project owner will enter into a hotel operating agreement with either a major hotel brand, such as Marriott, Hilton, or Hyatt, or a third-party hotel management company operating under one of the major brands. Operating the facility under a major hotel brand is imperative to the success of the project. Having access to the resources provided by a major brand such as name recognition, consistent quality standards, integration with global reservation systems and other booking outlets, consistent brand marketing program, and access to brand loyalty programs encouraging repeat bookings to the hotel and meeting space will maximize the potential of the facility.

Whether the hotel is brand managed or franchised and operated by a strong, third-party management firm, it is important to negotiate with and have a contract with a major brand with a national presence and recognition. Garfield has had initial discussions with a number of global full-service brands, each expressing an interest in the Jefferson City project. As the project development proceeds, Garfield will formalize these discussions by requesting proposals from each brand and assisting the owner in negotiating the hotel operating agreement.

Revenue Sources

Garfield, in conjunction with city staff and the city's financial advisors, has identified an initial list of revenue sources available to the city to support bond financing for the project. This list represents sources available to the city and does not include outside funding sources.

- Net operating income (NOI) from hotel and conference center operations.
- 50% of existing State, City, and County sales taxes generated on-site captured via Downtown Revitalization TIF.
- Additional 50% of certain City sales taxes generated on-site not captured via the Downtown Revitalization TIF.
- On-site collection of taxes through special taxing districts such as Community Improvement District (CID), Transportation Development District (TDD), and Port Improvement District (PID).
- Surcharge assessed on conference center hotel rooms.

- City's existing 4% lodging tax intended for conference center development. (assumed to be extended for an additional 25 years)
- Parking revenues generated from the operation of the new parking garage.
- City's existing gross receipts utility taxes generated on-site.

Projected Bond Issuances

Based on the above initial revenue sources, Stifel, the bond underwriter, in conjunction with Garfield, the city's bond council and financial advisors, has prepared projections for a series of bond issues, the proceeds of which will be utilized to finance the project development.

- Senior hotel revenue bonds backed by hotel NOI. Assuming 30-year bond issue, 3.0 debt service coverage ratio, 5.5% coupon rate, no recourse to the city.
- Subordinate hotel revenue bonds backed by hotel NOI. Assuming 30-year bond issue, 1.5 debt service coverage ratio, 8.0% coupon rate, no recourse to the city.
- Tax revenue bonds backed by Downtown Revitalization TIF, special taxing districts, and room surcharges collected on-site. Assuming 30-year bond issue, 1.75 debt service coverage ratio, 6% coupon rate, no recourse to the city.
- Special obligation bonds backed by lodging tax revenues. Assuming 30-year bond issue, 1.1 debt service coverage ratio, 5.0% coupon rate, may require debt service shortfall credit enhancement by the city.
- Parking revenue bonds backed by revenues generated by parking garage operations.



Existing Funds Pledged to the Project

Garfield, in conjunction with city staff have identified the following existing sources available to fund the project:

- City lodging tax fund balance
- City parking fund balance
- AARPA Tourism Asset Grant
- FY 2025 State of Missouri appropriation

- Partnership with the State of Missouri.
- Contribution from the selected hotel brand.
- Licensing of naming rights.
- Product supplier licensing
- Develop “Made in Missouri” concept to encourage investment by state-wide industries
- Philanthropic contributions.

Summary of Funding Sources

Bond Fund Sources

Hotel Revenue Bonds	\$29,369,204
Tax Revenue Bonds	\$13,290,108
Special Obligation Bonds	\$20,517,309
Parking Revenue Bonds	\$10,000,000

Existing Fund Sources

Lodging tax fund balance	\$ 9,500,000
Parking fund balance	\$ 4,000,000
AARPA Tourism Asset Grant	\$ 2,100,000
FY 2025 state appropriation	\$ 2,000,000

Initial estimate of funding sources	\$90,776,621
--	---------------------

Details of the Garfield strategic business plan including Stifel projections of revenue sources and estimated bond issue proceeds are presented on the Strategic Business Plan tab of this report.

As previously mentioned, the above funding sources are preliminary estimates and only include sources available to the city and does not include outside sources. As project development progresses, Garfield will work with the local project team to further refine the above financing models as well as work to identify outside fund sources to complete the project funding package. Potential outside fund sources which Garfield and the local project team intend to pursue include:



Recommendations

Garfield believes this project is a tremendous opportunity for Jefferson City to draw visitors to the city, generating significant economic growth which will benefit the community, region, and entire state. The increase in visitors to the city as a result of the project is expected to spur additional investment and growth not only in the downtown area, but throughout the city.

To capitalize on this opportunity and realize the benefit to the community, Garfield recommends building upon the foundational work described above and continuing the design and development of the project under a Master Development Agreement with Garfield.

The Master Development Agreement will guide the project through pre-construction, construction, commissioning, and grand opening. Specific pre-construction services are expected to include:

- Further design of the project components including schematic design, design development, and construction document phases.
- Updated cost estimates at each design phase milestone
- Adjustments to alignment project design and project budget at each design phase milestone.
- Continued refinement of revenue source projections with corresponding updated bond scenario estimates, development of additional external revenue sources.
- Discussion and finalizing the hotel brand and management structure.
- Further development of the business plan, operating and ownership agreements.
- Conclusion of pre-construction services with a Guaranteed Maximum Price (GMP) for construction, final operating and ownership agreements. and a final financing plan.

With the GMP and final agreements in place, Garfield and the city will be poised to issue bonds which will begin the construction process.

Master Development Agreement Schedule

Garfield has provided below a preliminary project development schedule which includes anticipated milestones beginning with execution of the Master Development Agreement in March 2025 to begin the pre-construction services phase.

• Execute Master Development Agreement	March 2025
• Complete schematic design, update pricing	May 2025
• Complete design development, update pricing	August 2025
• Complete construction documents	December 2025
• Preparation and acceptance of GMP	February 2026
• Bond Issuance / contractor notice to proceed	March 2026
• Mobilization / commence construction	May 2026
• Substantial completion	February 2028
• Final completion / soft opening	March 2028
• Grand opening	April 2028

A detailed draft project delivery schedule is presented on the Development Schedule tab of this report.



LIST OF CONSULTANTS

Throughout this pre-development services process, Garfield has led a coordinated team of consultants, experts in their field, that have provided specific technical information and lent their expertise to produce this document which will serve as a roadmap for the city to bring this long-awaited project to reality.

Jefferson City Hotel & Conference Center Pre-Development Business Plan



GARFIELD COMPANY HISTORY

Garfield Public/Private LLC, a Texas Limited Liability Company, has a 25-year history of national leadership in public/private development. Ray Garfield and Greg Garfield founded the company in 1997 to finance and develop publicly-owned and public/private facilities.

Garfield solves impediments to the delivery of needed facilities, enabling them to be built and delivered much faster and more reliably than traditional public bid methods. The company devises innovative solutions for essential developments, using financing structures not commonly known to or employed by conventional developers.

Garfield's proven turnkey delivery method minimizes the public sector's contractual risk and administrative burden, streamlines the procurement process, and enables "fast track" delivery, within budget and schedule, of high-quality facilities months or even years ahead of when otherwise thought possible.

All developments, regardless of magnitude, require leadership and vision that only experience provides. Over the course of four decades, the principals and officers of Garfield have financed more than \$11 billion in debt and equity and developed more than 30 million square feet of all property types, nationally and abroad.

Garfield has more than \$2 billion of development experience and has performed strategic planning/consulting services for an additional \$4 billion of public/private facilities, including \$1.5 billion in hotel debt and equity and development of over 20 hotels comprising 6,600+ guestrooms and 430,000+ SF of meeting and convention space.

The firm's experience includes convention centers, conference centers and headquarters hotels, performing arts centers, museums, cultural centers, event centers, arenas, expo centers, justice and public safety facilities, K-12 and higher education, government office buildings, parking garages, and other vital public infrastructure.

Through numerous real estate cycles, the company has proven its stability and resilience. Through steady and prudent leadership, Garfield Public/Private is now more successful than ever, with a talented team and book of business that is diverse and portends continued growth and success for the foreseeable future.



HOSPITALITY FOCUS

Headquarters hotel development is a highly specialized and dynamic field. The needs, talents, and interests of the participants, design specifications and inherent complexities of all project components must be competently and effectively supervised. Team leadership by a company/team that has not only consulted but has developed, financed, owned, operated, and/or asset managed similar properties is vital to ensuring the greatest likelihood of success.

Garfield Public/Private helped to pioneer both the public/private and the tax-exempt financing models for headquarters hotels, and for the past 25 years, has exclusively focused on the financing and development of hotels which support convention or conference centers and other public facilities. As such, Garfield understands the needs of supporting convention or conference centers, events centers and/or sports/entertainment facilities and the groups that book events. The company has extensive experience with requirements of room block agreements, the design, finance, and construction of these hotels, and the relationships with the brands and knowledge to negotiate all key documents relating to hotel development, finance and operations.

Given the combined experience of Garfield Public/Private and its senior executives over the past four decades, we can say with confidence that no other active development company has more combined experience with public/private hotel development and financing of public/private headquarters hotels. Our company's experience, relationship and resources, as well as access to baseline project documentation, are invaluable assets to our clients in ensuring timely and successful financing and project completion.

McCownGordon Company Overview

BUILDING WITH PURPOSE. McCownGordon is one of region's most experienced and respected providers of construction services, and consistently ranks at the top for local, regional and national leading industry awards.

The firm's portfolio features some of the region's largest and most iconic projects that are changing the landscape of their respective industries. McCownGordon's projects have been completed for both public and private clients under a variety of project delivery methods, including public private partnership/design-build, construction management, general contracting and turnkey development.



4 OFFICE LOCATIONS

KANSAS CITY, MISSOURI
WICHITA, KANSAS
MANHATTAN, KANSAS
DALLAS FORT-WORTH, TEXAS

24 YRS IN BUSINESS

600+ EMPLOYEE OWNERS

95%

OF WORK IS COMPLETED
WITH COLLABORATIVE
DELIVERY

\$1.1 B

51 DESIGN-BUILD PROJECTS
IN LAST 5 YRS

82%

OF WORK FOR
REPEAT CLIENTS

IN-HOUSE VALUE

- Real-time Estimating
- Building Envelope Evaluation
- MEP Engineering Services
- Structural Engineering Services
- Commissioning
- Virtual Design & Construction/BIM
- Sustainability
- Campus/Program Management
- Facility Assessment Services
- Investment + Creative Financing Partner

FINANCIAL STABILITY. We currently have approximately 60 projects under contract with \$1.5 Billion of contracted backlog that will put in place over the next 3.5 years. Over the past three years, we have experienced 13.5% annual revenue growth, with an average 147% annual growth to our ESOP share price since 2015. The stability of our financials should give you the confidence your project will have the right amount of manpower to meet schedule requirements. When it comes to capacity and capability, we are well suited to serve CLIENT and bring the expertise, value-driven solutions and collaboration you desire.

LOCAL PRESENCE. We have an established presence in the Jefferson City community serving as the construction manager for the State of Missouri Multi-Agency Lab and a health science and crisis center at Lincoln University. We will leverage our extensive network of local regional trade partners to effectively mitigate capacity challenges and ensure a streamlined project execution. Our strong relationships with city and state leadership and the deep civic engagement that spans our organization provides you an engaged partner motivated to maximize value.

VALUE WE BRING. McCownGordon is an expert when it comes to construction innovation for the adapting commercial and mixed-use development markets. Clients have come to learn a distinct difference between our team and others in the industry—our unmatched partnership approach, and our flexibility with trade partners to achieve the best pricing.

We know cost matters. With limited union trade agreements in place and strong relationships with trade partners, especially the MBE/WBE community, selecting McCownGordon results in more expansive coverage and lower pricing. We also gain better commitments on delivery to mitigate potential labor challenges.



DLR Group Company Overview

 **1400+**
Employee-Owners

 **57+**
Years of Experience

 **32**
Offices Worldwide

We're an integrated design firm. Our promise is to elevate the human experience through design. This inspires a culture of design and fuels the work we do around the world. We are 100 percent employee-owned: every employee is literally invested in our clients' success. At the core of our firm are interdisciplinary employee-owner teams, engaged with all project life-cycle stakeholders. These teams champion true collaboration, open information sharing, shared risk and reward, value-based decision making, and proficient use of technology to elevate design.

Services

Architecture Engineering

Civil
Electrical
Mechanical
Structural
Interiors
Planning
Acoustical Design
Energy+Smart Buildings

Experiential Graphic Design

High Performance Design
Landscape Architecture
Lighting Design
Preservation
Reality Capture

Science+Technology Sustainability

Theater Design

Locations

Austin
Charlotte
Chicago
Cleveland
Colorado Springs
Columbus
Dallas
Denver

Des Moines
Dubai
Durham
Honolulu
Houston
Kansas City
Las Vegas

Lincoln
Los Angeles
Minneapolis
Nashville
New York
Omaha
Orlando

Phoenix
Portland
Riverside
Sacramento
San Diego
San Francisco
Seattle

 **32**
UNITED STATES

 **1**
CHINA

 **1**
UNITED ARAB EMIRATES



FACET Company Overview

Our story began as a vision of improved architectural practice, reflecting a desire to focus on more design-intensive projects.

A wholly owned subsidiary of CD Companies, FACET Architectural Design is an expertise-based architectural design studio, resulting from a strategic initiative to diversify and enhance the organization's overall depth of knowledge, experience, and capability.

FACET AD exists because we understand the importance of building a team of industry experts, whose reputation and past portfolios serve as the foundation for the studio's future growth. This team of architects provides a broad range of comprehensive services, from developing visionary design concepts, through programming and project documentation, to construction administration and post-occupancy measurements. Our varied clients benefit from a vast range of talents and professional experience, with team members who respect each other's opinions, learn from each other, and inspire creativity.



CREATIVE THINKERS

With a depth of expertise and a proven & flexible methodology, we provide our clients with functional, efficient, and beautiful spaces. We are highly adaptable with our approach and thrive on understanding our client's needs and delivering for every client's unique requirements.



SUBJECT MATTER EXPERTS

Our team has experience in a wide range of project types, across scales and across the continent. Our recent projects include designs for civic & public clients, private & commercial enterprises, educational systems, and national healthcare organizations. We are eager & able to take on any design challenge you might have!



HISTORY OF SUCCESS

Our rigorous and empathetic approach is continuously improved through the delivery of one successful project after another. Every project, large or small, receives the same level of thoughtful intensity and design investment. We are proud of our portfolio of successful projects and our list of happy clients.



Locally Owned and Headquartered



40+ Architectural Support Staff



Small Firm Service; Large Firm Resources



Walk through a recent project.





Fishbeck Company Overview

ESTABLISHED
1956

COMPANY TYPE
100% employee-owned corporation

TOTAL PERSONNEL
600+

LOCATIONS
15 offices throughout Michigan, Ohio, and Indiana

WEBSITE
www.fishbeck.com

Fishbeck is a full service architectural/engineering firm, with a department that specializes in parking. Our parking services team provides innovative solutions in planning, studies, design, and restoration. They are committed to providing creative, value-driven services and exceptional results.

As specialists in parking design, Fishbeck staff have collectively completed hundreds of parking structure projects nationwide for a variety of clients in the private and public sectors. With decades of experience, our parking design professionals have successfully completed parking facilities for mixed-use developments, airports, governmental entities, healthcare facilities, higher education campuses, hospitality, office, sports and entertainment, and multimodal transit facilities. Our parking design capabilities benefit from our parking operations and maintenance expertise to deliver a highly functional, durable and efficiently operated parking facility for our clients. We deliver creative parking design solutions that improve the experience of the communities that we serve.

SP+ Company Overview

SP Plus Corporation (NASDAQ: SP) facilitates the efficient movement of people, vehicles and personal belongings with the goal of enhancing the consumer experience while improving bottom line results for our clients. SP+ provides professional parking management, ground transportation, remote baggage check-in and handling, facility maintenance, security, event logistics, and other technology-driven mobility solutions to aviation, commercial, hospitality, healthcare, university and government clients across North America.

Company History

SP Plus Corporation was originally founded in Chicago, Illinois, in 1929 as Standard Parking. Starting with one downtown parking lot, we soon expanded to numerous locations including hotels and medical centers. In the 1950s, we started the first paid airport parking operation at Cleveland Hopkins International Airport. In the late 1970s, Standard Parking started a rapid expansion program that made it a national company. In 2013, Standard Parking Corporation merged with Central Parking Corporation, creating SP Plus Corporation, one the largest full service mobility solutions firms in North America with operations in the U.S., Puerto Rico and Canada.

We're built on integrity and innovation, laser-focused on delivering the highest level of service to our customers and clients. We've set the industry standard in integrating new technologies, online interactive marketing programs, parking amenities and customer service programs, revenue control, financial reporting, expense containment, employee professionalism, and proactive management. Our operations maximize facility profitability while at the same time making parking a first-class, enjoyable experience. As a public company subject to the requirements of the Securities Exchange Act of 1934 and the Sarbanes-Oxley Act, we adhere to accounting, internal control and reporting standards that are more rigorous than those typically followed by our non-public competitors.

SP+ is an Accredited Parking Organization

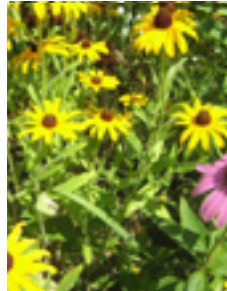
The International Parking & Mobility Institute (IPMI) has recognized SP+ as the first commercial parking operator to earn the Accredited Parking Organization (APO) with Distinction designation. This designation is reserved for the top 5% of parking organizations worldwide that demonstrate a comprehensive standard of excellence in our industry.

SP+ Recognized as the Innovative Organization of the Year

SP+ has been selected as the "Innovative Organization of the Year" by the National Parking Association (NPA). SP+ was recognized for the development and deployment of Sphere™, its cutting-edge suite of technology products designed to drive end-to-end mobility at parking or transportation facilities—from customer acquisition and purchases to operational logistics and data reporting.

Acquisition by Metropolis Technologies, Inc.

As announced in the press release on October 5, 2023 (<https://spplus.com/metropolis-technologies-inc-to-acquire-sp-plus-corporation-for-1.5-billion/>), SP Plus Corporation and Metropolis Technologies, Inc. have signed an Agreement and Plan of Merger. Until the acquisition of SP+ by Metropolis is complete, the two companies will remain completely independent and will continue to do business as usual. Additional Q&A regarding this acquisition can be found at <https://spplus.com/acquisition-announcement/>.



ARCHITECTURE AND ENGINEERING

- Architecture
- Building Enclosure Commissioning
- Electrical
- Energy Assessment
- Facility Condition Assessment
- Interior Design
- Mechanical
- Parking Planning/Design/Restoration
- Structural
- Systems Commissioning

INFRASTRUCTURE ENGINEERING

- Construction Engineering/Inspection
- Geospatial Services
- Site Development
- Stormwater Management
- Traffic/TIS
- Transportation
- Wastewater Collection
- Wastewater Treatment
- Water Distribution
- Water Storage
- Water Supply/Treatment

ENVIRONMENTAL SCIENCES

- Air Quality
- Asbestos/Lead/Demolition Management
- Brownfield Redevelopment
- Environmental Management and Compliance
- Environmental Site Assessment
- Industrial Hygiene
- Remediation
- Wetland and Ecological

CONSTRUCTION

- Construction Management
- Cost Estimating
- Design/Build
- Preconstruction
- Reconstruction and Cost Reduction Studies
- Scheduling



PROFILES

CBRE



CBRE HOTELS ADVISORY

Andrew Hartley

Senior Vice President
T +1 212 207 6030
M +1 917 690 8054
E andrew.hartley@cbre.com

Professional Experience

Andrew Hartley is a Vice President for CBRE Hotels. He is based in the New York, NY office. With more than 12 years of professional experience in the hospitality industry, he has provided market and financial services for all types of real estate projects. Mr. Hartley's areas of specialization include market and financial feasibility analysis for dozens of hotel and conference center projects, non-branded boutique hotel projects, specialized expertise with oil and gas-related hotel projects and luxury hotel projects.

Non-hotel related work consists of retail and residential analysis to determine reasonable market returns involving specialized mixed-use developments. Vast experience in public-private projects on behalf of a municipality or investor. Clients include private hotel owners and developers, all major sources of debt financing, all major hotel companies, and numerous municipalities and public agencies. He has assisted clients on assignments throughout the Northeast, Midwest, and South Central Region of the U.S.

Prior to joining CBRE Hotels' Consulting, Mr. Hartley was a consultant with PKF Consulting USA, which was acquired by CBRE in 2014. Additionally, Mr. Hartley was an assistant manager/trainer for the Hilton University of Houston and in charge of training students the operations and service techniques needed to run a full-service hotel with an emphasis on fine food and beverage.

Clients Represented

- Strategic
- Dorchester Collection
- Wells Fargo
- HSBC Bank USA
- GE Capital Real Estate
- Marriott International
- Hilton Worldwide
- InterContinental Hotels Group
- Starwood Hotels and Resorts
- Hyatt Hotels Corporation
- Benchmark Hospitality
- Aimbridge Hospitality
- Valencia Group
- Hines
- Gatehouse Capital
- Harrell Hospitality
- Howard Hughes
- New Horizons Hospitality
- Domain Companies
- Matthews Southwest

Education

- Oklahoma State University,
College of Arts and Sciences –
Bachelors of Fine Arts, Theatre
Performance

PROFILES

CBRE

AREAS OF EXPERTISE

- Market and financial analysis of Hospitality Industry assets, special expertise with luxury trophy assets, hotel and conference center projects, economic impact and gap analysis of public projects, as well as oil and gas-related hotel projects.
- Public/private advisory in assisting as a third party to determine market returns and expectations.
- Investment advisory to determine a pricing range for acquisition, conversion, renovation, or other ownership internal use.

SIGNIFICANT ASSIGNMENTS

- Facilities planning involving numerous upscale full-service hotel conversions
- Acquisition due diligence on over \$10 billion worth of luxury assets
- Numerous market and economic feasibility studies for hotels, resorts, and mixed-use developments through Texas and South Central Region, as well as the New England and Tri-State area.
- Appraisals in over \$1 billion in hotel real estate
- Mixed-use analysis of all commercial real-estate components
- Market studies for proposed high-end, hotel and conference centers
- Market studies for proposed hotels in both urban and rural markets
- Brand/operator structuring and selection
- Assessment and developer selection for public/private development
- Assessment in repositioning of hotel assets

PROFESSIONAL ACTIVITIES

- Repeat panelist at the leading hospitality investment conferences
- Market Study Academic Judge for Universities



MARKET STUDY

The hotel and conference center market study is a foundational element in the development of a hospitality project as the information it provides is relied upon by the project design team, project financing team, and future bond investors. The purpose of the market study is to:

- Understand the existing local hospitality market and assess the demand for a planned facility.
- Assess the project's location, accessibility, visibility, and proximity to demand generators.
- Provide recommendations on the type, size, and amenities for the planned facility that align with the market demand.
- Estimate hotel performance measures within the market, namely average daily rate (ADR), occupancy rate and revenue per available room (RevPAR).
- Estimate net operating income (NOI) available to finance project capital costs.

CBRE was selected to develop the hotel and conference center market study for the Jefferson City project. CBRE spent time in Jefferson City assessing the proposed project location, identifying the competitive properties in the market, and meeting with local stakeholders to determine the unmet demand in the community. This information, in conjunction with an analysis of local economic trends and historical performance of existing hotel properties in the market was utilized in the development of the market study.

Based on this analysis CBRE initially recommended a 250-room full-service upscale hotel with 36,000 square feet of flexible meeting space. CBRE

was additionally requested to determine the impacts of a project with a slight reduction in the number of rooms and meeting space. The amended CBRE market study estimates a reduction in the program would continue to meet the demands of the market, while allowing the additional demand not captured by the new facility to overflow into existing facilities in the market. The amended program includes:

- 204 room full service upscale hotel with a mix of standard rooms and suites branded as Marriott, Hilton or Hyatt.
- 29,000 square feet of flexible meeting space including a 15,000 square foot ballroom capable of seating up to 1000 people.
- On-site food and beverage outlets to include
 - Lobby level signature restaurant with direct street frontage
 - Lobby café
 - Terrace level lounge
- Additional amenities such as fitness center, pool, hot tub, and laundry valet.

The proposed facility is expected to generate over 52,000 room night stays annually with an expected occupancy of 70%, ADR of \$191.52, and RevPAR of \$134.07. The NOI is expected to be \$4,623,800 in the first year of stabilized operations, growing by 3% annually.

Because the new 204-key hotel will not be able to accommodate all the estimated room-night demand for meetings at the new conference center, CBRE has estimated the new development will induce 6,600-9,900 additional room nights per year into other hotels in the Jefferson City market.



CBRE Valuation & Advisory Services

CBRE

Market Study

Proposed JC Conference Hotel
E Capitol Ave
Jefferson City, Missouri 65101
CBRE File No. CB24US027018-1

CLIENT: Garfield Public/Private LLC

January 10, 2025



VALUATION & ADVISORY SERVICES



200 Park Avenue
20th Floor
New York, NY 10166

T (212) 207-6100
F (917) 690-8054

www.cbre.com

Date of Report: January 10, 2025

Walter Peseski
Senior Vice President, Asset Management
Garfield Public/Private LLC
14911 Quorum Drive, Suite 380
Dallas, Texas 75254

RE: Demand Analysis of Proposed JC Conference Hotel Development
E Capitol Ave
Jefferson City, Cole County, Missouri 65101
CBRE, Inc. File No. CB24US027018-3

Dear Mr. Peseski:

At your request and authorization, CBRE, Inc. has prepared a demand and revised market study of a proposed conference hotel in Jefferson City. This report serves as an addendum report to a previous report produced by CBRE Hotels in May of 2024 referenced as CBRE Job number: CB24US27018-1.

The scope of this analysis includes an update of the estimated operational performance of the proposed hotel with revised facilities. Primarily, the proposed number of rooms decreased from 250 to 204 rooms. Additionally, you requested we analyze the induced demand from the addition of the proposed hotel and conference center to determine potential new room nights captured in the local market. Specifically, you wish us to estimate induced room nights that may not be captured by the proposed hotel but would “overflow” into the competitive market as a result of large event bookings.

The following report summarizes our conclusions. After review of the area, as well as our understanding of the site, Downtown Jefferson City, and the regional market area activity is generally consistent with the previous report and are not included in this concise analysis but are referenced. The updated estimate of operation performance utilized a revised competitive set of hotels with recent market performance.

January 10, 2025
Page 2



As in all studies of this type, the estimated results are based on competent and efficient management and presume no significant change in the status of the competitive lodging market from that as set forth in this report. The terms of our engagement are such that we have no obligation to revise our conclusions to reflect events or conditions that occur subsequent to the date of completion of our fieldwork. However, we are available to discuss the necessity for revisions in view of changes in the economy or market factors should such arise.

Since the proposed hotel’s future performance is based on estimates and assumptions that are subject to uncertainty and variation, we do not present them as results that will actually be achieved. However, our analysis has been conscientiously prepared on the basis of information obtained during the course of the assignment and on our experience in the industry. This report is subject to the Terms and Conditions presented in the Addenda.

After you have had an opportunity to review this report, please feel free to contact us with any questions. We appreciate the opportunity to work with you on this assignment.

Respectfully submitted,

CBRE - VALUATION & ADVISORY SERVICES

Andrew Hartley
Senior Vice President
andrew.hartley@cbre.com

Brylynn Smith
Consultant
brylynn.smith@cbre.com



Table of Contents

Table of Contents..... iii

Subject Photographsiv

Executive Summary..... v

Introduction..... 1

Market Analysis..... 4

Induced Demand Analysis.....12

Projection of Cash Flows.....21

Assumptions and Limiting Conditions.....27



Subject Photographs



Subject Photographs



Source: CBRE Maps

Aerial View



Executive Summary

CBRE

Executive Summary

Recommended Facilities			
Property Type	Full-Service	Upscale	
Number of Rooms	204		
GBA	142,800 SF		
GBA per Room	700 SF		
<u>Guestroom</u>	<u>Number</u>	<u>SF/Room</u>	
King Standard Rooms	82	40%	320
Double Queen Standard Rooms	82	40%	350
King Junior Suites	20	10%	480
Double Queen Junior Suites	10	5%	520
King Suites	10	5%	600
Totals	204	100%	350
<u>Meeting Space</u>			
		<u>Divisible</u>	<u>Potential</u>
	<u>Potential SF</u>	<u>by</u>	<u>Capacity</u>
Ballroom	15,000 SF	9	1,000
Jr. Ballroom	5,500 SF	6	370
Breakout	5,500 SF	6	370
Board Room	1,000 SF	2	70
Pre-Function	2,000 SF	0	130
Totals	29,000 SF	23	1,940
	Per Room	142 SF	
<u>Food and Beverage</u>			
	<u>Potential SF</u>	<u>Seats</u>	<u>Potential Capacity</u>
Restaurant/Bar	2,500 SF	170	170
Terrace Restaurant/Bar	2,400 SF	160	160
Café	200 SF	20	20
Totals	5,100 SF	350	350
	Per Room	25 SF	
<u>Amenities</u>			
<u>Property</u>	<u>In Room</u>		
Fitness Center	Walk In Shower		
Indoor Pool	Iron/Iron board		
Hot Tub	Minifridge		
Laundry Valet	Safe		
Parking Garage	Sofa Sleeper		
Ice Machine/Vending	Living Area		
<u>Potential Brands</u>			
<u>Sub-brand</u>	<u>Parent Brand</u>		
Marriott, Delta, Sheraton	Marriott		
Hilton, Embassy Suites	Hilton		
Hyatt Regency	Hyatt		

The potential guestrooms mix, as well as size and capacity of all the facilities are presented as estimates and standards for illustrative purposes based on comparable, prototypical, and market benchmarks. Upon final planning, the above estimates are likely to change.

Source: CBRE Hotels



Executive Summary

CBRE

Stabilized Year Estimate				
Analysis Premise	Stabilized Cash Flow			Period Ending: 6/30/2030
Number of Rooms				204
Annual Available Rooms				74,460
Occupied Rooms				52,122
Occupancy				70.0%
Average Rate				\$191.52
RevPAR				\$134.07
	Total	Ratio to Sales	PAR	POR
REVENUE				
Rooms	\$9,982,593	56.0%	\$48,934	\$191.52
Food & Beverage	\$7,262,867	40.7%	35,602	139.34
Other Operated Departments	\$505,243	2.8%	2,477	9.69
Miscellaneous Income (Net)	\$78,944	0.4%	387	1.51
Total Operating Revenue	\$17,829,647	100.0%	\$87,400	\$342.08
DEPARTMENTAL EXPENSES				
Rooms Expense	\$2,399,904	24.0%	\$11,764	\$46.04
Food & Beverage Expense	\$3,849,320	53.0%	18,869	73.85
Other Operated Departments Expense	\$155,110	30.7%	760	2.98
Total Departmental Expenses	\$6,404,333	35.9%	\$31,394	\$122.87
DEPARTMENTAL PROFIT	\$11,425,314	64.1%	\$56,006	\$219.20
UNDISTRIBUTED OPERATING EXPENSES				
Administrative and General	\$1,408,946	7.9%	\$6,907	\$27.03
Information and Telecommunications Systems	\$234,824	1.3%	1,151	4.51
Sales and Marketing	\$1,458,382	8.2%	7,149	27.98
Franchise Fees (Royalty)	\$598,956	6.0%	2,936	11.49
Property Operations and Maintenance	\$790,987	4.4%	3,877	15.18
Utilities	\$789,442	4.4%	3,870	15.15
Total Undistributed Expenses	\$5,281,537	29.6%	\$25,890	\$101.33
GROSS OPERATING PROFIT	\$6,143,777	34.5%	\$30,117	\$117.87
Management Fee	\$534,889	3.0%	\$2,622	\$10.26
INCOME BEFORE NON-OPERATING INCOME AND	\$5,608,888	31.5%	\$27,495	\$107.61
NON-OPERATING INCOME AND EXPENSES				
Property Taxes	\$0	0.0%	\$0	\$0.00
Insurance	\$271,902	1.5%	1,333	5.22
Reserve for Replacement	\$713,186	4.0%	3,496	13.68
Total Non-Operating Income and Expenses	\$985,088	5.5%	\$4,829	\$18.90
NET INCOME (EBITDA)	\$4,623,800	25.9%	\$22,666	\$88.71



Introduction

Overview of the Demand Analysis

CBRE Hotels was retained by Garfield Public/Private LLC (client and intended user) to perform a study of the potential market demand for a proposed hotel (the "Hotel" or "Subject") to be located at E Capitol Ave in Jefferson City, Cole County, Missouri.

As a component of this analysis, after we identified the potential market demand in the Jefferson City lodging market, we then provided our projections of the occupancy, average daily room rate ("ADR"), and revenue per available room ("RevPAR") the proposed subject hotel could reasonably be expected to achieve for its first five years of operation. Given these projections, we have also estimated the subject's annual operating results, including total operating revenues and expenses, net income from operations, and ratio to total revenues for ten years of operation. For this analysis, we concluded the subject will include a total of 204 guest rooms.

We also conducted an analysis to determine potential induced demand in the local competitive market as a result of the development of the project. Furthermore, CBRE isolated and extracted the induced demand which would be accommodated by the subject conference hotel to understand the potential net benefit to the surrounding hotel market in Downtown Jefferson City. We assumed the proposed hotel would be open and available for occupancy on June 1, 2027. This report represents the culmination of our market research, analysis, and assessments relative to the potential market demand for the proposed hotel.

Assumptions Used For Projections

Our analysis was based on the following set of assumptions:

- The proposed hotel is to be located at the intersection of Madison Street and East Capital Avenue in Jefferson City, Cole County, Missouri;
- The proposed hotel will contain 204 guest rooms;
- The subject will be positioned as a full-service, branded hotel;
- The subject will offer facilities and services consistent with a prototypical full-service hotel and conference center;
- The subject will be professionally and competently managed by a brand or reputable third-party operator;
- The ownership/developer of the subject will obtain approvals from local government Planning and Development to develop the property into a hotel; and,
- The hotel project will open on June 1, 2027.

Methodology

In conducting the study, we:

- Physically inspected the subject site as well as existing and planned surrounding developments;
- Assessed the impact of the proposed subject's accessibility, visibility, and location relative to demand generators and overall marketability;
- Researched and analyzed current economic and demographic trends in the Jefferson City MSA to determine the trends' impact on future lodging demand within the market;
- Identified the competitive supply of lodging facilities in the area;
- Reviewed the historical performance levels for the competitive lodging supply on a composite basis;
- Estimated the anticipated growth in demand for, and supply of, lodging accommodations in the competitive market area;
- Assessed the positioning of the hotel to be located at the subject site within the competitive market and prepared a forecast of the potential annual occupancy, average daily rate, and RevPAR for the first five years of operation of the proposed subject; and,
- Prepared a statement of estimated annual operating results for the hotel for the ten-year period beginning June 1, 2027.
- Estimated a hypothetical schedule of large events the JC Conference Hotel center could accommodate that would likely be citywide events overflowing room nights into the market.
- Collected visitor traffic data from Placer.ai to track conference and convention attendee travel patterns.
- Concluded to a range of additional room nights the development of the JC Conference Hotel could potentially induce into the local market.

Several sources were used in compiling the background information and preparing the analysis contained in this report. These resources included *Trends in the Hotel Industry*, published by CBRE Hotels; data on the local lodging market gathered through direct interviews with market participants; data provided by sources in the lodging chains, ownership entities, and management companies with which the competitive properties are affiliated; data provided by Smith Travel Research; and economic data on the region from various local governmental and planning entities.

Reliance Language

Reliance on any reports produced by CBRE under this Agreement is extended solely to parties and entities expressly acknowledged in a signed writing by CBRE as Intended Users of the respective reports, provided that any conditions to such acknowledgement required by CBRE or hereunder have been satisfied. Parties or entities other than Intended Users who obtain a copy



Introduction



of the report or any portion thereof (including Client if it is not named as an Intended User), whether as a result of its direct dissemination or by any other means, may not rely upon any opinions or conclusions contained in the report or such portions thereof, and CBRE will not be responsible for any unpermitted use of the report, its conclusions or contents or have any liability in connection therewith.

Statement of Competency

Andrew Hartley has the appropriate knowledge, education, and experience to complete this assignment competently.

Market Analysis



Market Analysis

Understanding the relationship between supply and demand is a critical component of any market study, particularly with respect to hotels. Unlike other property types, hotels essentially lease their rooms on a daily basis. While this characteristic allows for an immediate response to changes in market conditions, it also requires a high level of management intensity. There is an inverse relationship between occupancy and average daily rate (ADR) and raising or lowering rates typically has an immediate impact on room-nights sold. Effective management entails finding the proper balance that allows for the maximization of revenue.

In this section we first identify the subject property's competitive set (e.g., those hotels that tend to compete for the same sources of demand). We then identify relevant demand sources, analyze historical growth patterns and assess the potential for growth (or lack thereof) in demand by segment. The result is a projection of future market performance. Lastly, we conclude with a projection of occupancy and ADR for the subject property, taking into consideration its competitive strengths and weaknesses relative to the overall market.

Some hotels are more directly competitive than others based on their locations, facilities, branding, etc. This disparity in the level of competitiveness can be handled in a number of ways. Some consultants assign a percentage to each property and include only a portion of their guest rooms in the competitive set. This technique, while theoretically sound, is highly subjective and the overall analysis can be extremely sensitive to the assumptions made. Alternatively, we chose to address this issue through our projected penetration rates. For example, the introduction of a new property that is only marginally competitive will have a limited impact on the subject property's penetration level, whereas a directly competitive property will likely have a substantial effect. Regardless of the method employed, properly assessing the relationship between supply and demand and its impact on the subject property and market occupancy requires a level of professional judgment.

Summary of Competitive Properties

A summary of the subject's competitive hotel set is illustrated in the following map and tables. These hotels were selected based on their similarities to the subject property in terms of general geographic location, size, price point, chain affiliation, services, facilities, and amenities offered.

During the course of our research and analysis, we attempted to obtain estimated occupancy, ADR, and market segmentation information for each of the competitive hotels. However, such information is not always readily provided, as hotels are often hesitant to share specific operating data which may be confidential to a potential competitor. This information is



estimated to the best of our ability, based on interviews with competitive hotels, discussions with other knowledgeable hotel market professionals, and other sources.

STR ID	Property Name	City/State	No. Rooms	Open Date
0	Proposed JC Conference Hotel	Jefferson City, MO	204	Jul 2027
1543	DoubleTree by Hilton Hotel Jefferson City	Jefferson City, MO	151	Jun 1968
70117	Courtyard Jefferson City	Jefferson City, MO	121	Dec 2020
37155	Hampton by Hilton Inn Jefferson City at Capital Mall	Jefferson City, MO	73	Oct 1998
37233	Fairfield Inn & Suites Jefferson City	Jefferson City, MO	83	Oct 1998
67743	Holiday Inn & Suites Jefferson City	Jefferson City, MO	131	Feb 2019

Relative to the previous study, the revised competitive set no longer includes the Capital Plaza Hotel as it is in severe disrepair and deemed non-competitive. The year-end 2023 occupancy and ADR achieved by these properties without the Capital Plaza was estimated to be approximately 55.16% and \$139.05, respectively.

Historical Performance of the Competitive Market

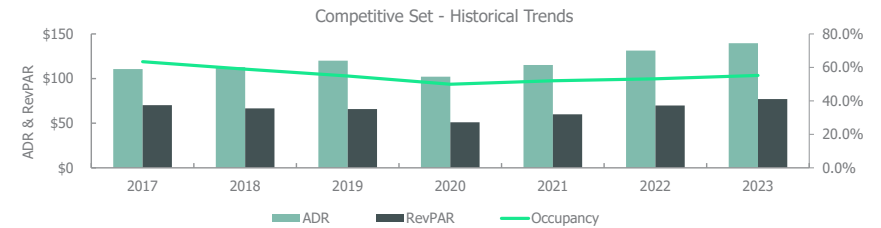
As noted, the preceding properties all compete for area lodging demand and are considered directly competitive with the subject. To more precisely identify hotel market trends, as they relate to the subject, CBRE has relied on a customized report prepared by STR, Inc., a national firm specializing in tracking hotel data.

The trends in room supply, occupancy, average daily rate, and room-night demand (defined as the number of occupied rooms) for the subject's competitive set are illustrated in the following table.

Market Analysis



Historical Market Performance STR Trend Competitive Properties									
Year	Room Night Supply	% Δ	Room Night Demand	% Δ	Market Occupancy	Average Daily Rate	% Δ	RevPAR	% Δ
2017	112,420	-45.3%	71,300	-40.2%	63.4%	\$110.64	12.2%	\$70.17	22.6%
2018	112,420	0.0%	66,307	-7.0%	59.0%	\$112.83	2.0%	\$66.55	-5.2%
2019	156,082	38.8%	85,593	29.1%	54.8%	\$120.04	6.4%	\$65.83	-1.1%
2020	163,621	4.8%	81,734	-4.5%	50.0%	\$102.07	-15.0%	\$50.99	-22.5%
2021	204,035	24.7%	106,187	29.9%	52.0%	\$115.24	12.9%	\$59.97	17.6%
2022	204,035	0.0%	108,470	2.1%	53.2%	\$131.38	14.0%	\$69.85	16.5%
2023	204,035	0.0%	112,601	3.8%	55.2%	\$139.61	6.3%	\$77.04	10.3%
CAG *		10.4%		7.9%			4.0%		1.6%
Oct TTM 2022	204,035	---	106,732	---	52.3%	\$130.66	---	\$68.35	---
Oct TTM 2023	204,035	0.0%	113,966	6.8%	55.9%	\$138.25	5.8%	\$77.22	13.0%
Oct TTM 2024	204,035	0.0%	111,004	-2.6%	54.4%	\$147.78	6.9%	\$80.40	4.1%
CAG *		0.0%		2.0%			6.4%		8.5%
Oct YTD 2021	169,936	---	91,904	---	54.1%	\$114.11	---	\$61.71	---
Oct YTD 2022	169,936	0.0%	92,448	0.6%	54.4%	\$131.92	15.6%	\$71.77	16.3%
Oct YTD 2023	169,936	0.0%	97,944	5.9%	57.6%	\$139.88	6.0%	\$80.62	12.3%
Oct YTD 2024	169,936	0.0%	96,348	-1.6%	56.7%	\$149.31	6.7%	\$84.65	5.0%
CAGR *		0.0%		1.6%			9.4%		11.1%



* Compound Annual Growth Rate

Source: STR Custom Trends Report



Market Analysis



Demand Growth

Demand in a particular market can grow due to numerous external factors. For typical hotel analysis, demand growth is a function of an increase in hotel demand generators to a particular market. This can come in the form of many different types of changes in the market area. Examples of common changes in demand generators that affect demand growth include:

- Economic factors. Consumer and Corporate spend, industry boom and bust cycles, etc.
- An office complex. New corporate tenants could potentially increase corporate travel and hotel demand to an area. Or the exit of a major corporate tenant in a market would decrease demand.
- Theme Park/Entertainment/Sports developments. Changes in the market area which bring in leisure activity could change demand for leisure travelers.
- Airports, logistics, roadways, access, etc. Effects to travel linkages and access could increase or decrease demand in a given market.
- Singular events, natural disasters, and short-term changes to a market places. Events that are not common in a hotel market during a long period of time would cause short term or temporary change to demand. For example, the Super Bowl can increase demand in a market substantially for 1 year but the following year would likely see a decrease in demand as the event would no longer impact the market.

Induced Demand

Induced demand represents new room nights accruing to the market area due to the introduction of a new hotel. It can overlap but is considered distinct from Demand Growth. In summary, Induced Demand is not considered an *increase* in demand to a local market but, rather, an *increase* to the existing demand that can be *accommodated* in the market.

For example, if a market has only 100 rooms of supply but there is demand for 150 rooms, 50 room nights are turned away. In this case, supply could be able to accommodate a portion of the turned away demand. New supply inducing demand into a market can also be caused for various other more nuanced reasons. Common supply additions which could induce demand include:

- High occupancy and sellout markets. Due to capacity restraints high occupancy markets turn away demand that can't be accommodated. New supply will generally induce demand into the market by increasing potential capacity to accommodate the pent up demand.
- New brand representation. If a brand with substantial distribution and loyalty is not fully represented in a competitive market, the addition of that hotel will bring in loyal guests that were not previously accommodated.

Market Analysis



- New or distinct facilities. If a particular competitive market does not have a particular chain scale or class of hotel, the introduction of such could induce travelers seeking that type of lodging. Examples; if there is no luxury supply but a potential market for it, the addition of a new luxury hotel may bring in additional hotel guests seeking high quality. Or the addition of an extended-stay hotel in a market that is lacking those types of facilities would potentially induce more extended stay guests into a market.
- Conference/Convention Hotels. While a Convention/Conference center by itself potentially increases demand into the market, it can be considered induced demand if there is a headquarter or associated hotel connected to the facility. In many cases, without the hotel, the addition of these events facilities could be considered demand growth and not induced. However, with the addition of a hotel as part of the complex, it is likely additional demand would be induced into the market as the groups and meetings planners prefer events facilities that are linked with a specific hotel or cluster of hotels.

Based on the interviews, a significant portion of the subject's demand will come from the return of conference and group demand to the market, as well as the addition of a branded full-service hotel in new condition. We have estimated 60% to 70% of the subject's room nights will be induced from the previously turned away demand. For the proposed Hotel, this equates to 36,258 room nights on a stabilized basis, broken out in the following demand segments.

Corporate - 3,542

Leisure - 3,542

Group - 29,174

For the Induced Demand Analysis in the next section, the induced demand estimate will be further isolated to estimate induced demand NOT captured by the Subject JC Hotel and Conference Center.

Market Demand Summary

Based on the preceding discussion of demand characteristics, expected growth rates, our projections of supply and demand are presented below, along with the resulting projection of market area occupancy.

Jefferson City
Hotel & Conference Center
Pre-Development Business Plan



Market Analysis

CBRE

Projected Base Demand, Annual Growth, and Market-Wide Occupancy							
Competitive Set Year Ending 12/31/	2023	2024	2025	2026	2027	2028	2029
CORPORATE							
Annual Growth		3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Base Nightly Demand	188	194	200	206	212	218	225
Annual Room Nights	68,654	70,713	72,835	75,020	77,270	79,589	81,976
Induced Demand	-	-	-	-	1,694	3,439	3,542
Subtotal	68,654	70,713	72,835	75,020	78,964	83,028	85,518
Initial Displaced Demand Rate	0.0%						
Displaced Demand ¹	-	-	-	-	-	-	-
% Captured	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Accommodated Displaced Demand	0	0	0	0	0	0	0
Unsatisfied Displaced Demand	-	-	-	-	-	-	-
Total Segment Demand	68,654	70,713	72,835	75,020	78,964	83,028	85,518
LEISURE							
Annual Growth		3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Base Nightly Demand	74	76	78	81	83	86	88
Annual Room Nights	26,922	27,730	28,562	29,419	30,301	31,210	32,147
Induced Demand	-	-	-	-	1,694	3,439	3,542
Subtotal	26,922	27,730	28,562	29,419	31,995	34,649	35,689
Initial Displaced Demand Rate	0.0%						
Displaced Demand ¹	-	-	-	-	-	-	-
% Captured	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Accommodated Displaced Demand	0	0	0	0	0	0	0
Unsatisfied Displaced Demand	-	-	-	-	-	-	-
Total Segment Demand	26,922	27,730	28,562	29,419	31,995	34,649	35,689
GROUP							
Annual Growth		3.0%	3.0%	3.0%	4.0%	7.0%	4.0%
Base Nightly Demand	46	48	49	51	53	57	59
Annual Room Nights	16,972	17,481	18,005	18,545	19,287	20,637	21,463
Induced Demand	-	-	-	-	13,552	28,052	29,174
Subtotal	16,972	17,481	18,005	18,545	32,839	48,689	50,637
Initial Displaced Demand Rate	0.0%						
Displaced Demand ¹	-	-	-	-	-	-	-
% Captured	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Accommodated Displaced Demand	0	0	0	0	0	0	0
Unsatisfied Displaced Demand	-	-	-	-	-	-	-
Total Segment Demand	16,972	17,481	18,005	18,545	32,839	48,689	50,637
Accommodated Totals							
CORPORATE	68,654	70,713	72,835	75,020	78,964	83,028	85,518
LEISURE	26,922	27,730	28,562	29,419	31,995	34,649	35,689
GROUP	16,972	17,481	18,005	18,545	32,839	48,689	50,637
Accommodated Market Demand²	112,548	115,924	119,402	120,381	142,346	164,312	164,312
Growth over Prior Year		3.0%	3.0%	0.8%	18.2%	15.4%	0.0%
Market Statistics							
Existing Rooms Supply	559	559	559	559	559	559	559
Proposed Rooms Supply	-	-	-	-	102	204	204
Total Available Room Nights	204,035	204,035	204,035	204,035	241,265	278,495	278,495
Growth over Prior Year		0.0%	0.0%	0.0%	18.2%	15.4%	0.0%
Potential Market-wide Occupancy	55.2%	56.8%	58.5%	60.3%	59.6%	59.7%	61.7%
Accommodated Market Occupancy	55.2%	56.8%	58.5%	59.0%	59.0%	59.0%	59.0%

¹ After the base year, displaced demand grows at the respective segment's annual growth rate.

² If a market occupancy cap is used, accommodated market demand may not equal implied accommodated room night demand.

Source: CBRE

Market Analysis

CBRE

As shown in the table above, the accommodated market occupancy is forecast to remain stable based on year-to-date trends. The occupancy decrease in 2027 is attributed to the subject property entering the market. It is then anticipated to reach stabilization in 2029 at 59%, accounting for the additional groups and meeting business generated by the Subject Hotel's conference center.

Forecast of Occupancy and Average Daily Rate

The subject's occupancy, ADR, RevPAR, Revenue Yield and corresponding room revenue for the first several years of our projection analysis are illustrated as follows:

Occupancy, ADR, and Rooms Revenue Conclusions

	1	2	3	4
	Stab'd Year			
As Complete - Fiscal Year Ending 6/30/	2028	2029	2030	2031
Avg. Available Rooms	204	204	204	204
Annual Room Nights	74,460	74,460	74,460	74,460
Occupancy	64%	68%	70%	70%
Occupied Rooms	47,654	50,633	52,122	52,122
ADR	\$176.92	\$185.95	\$191.52	\$197.27
RevPAR	\$113.23	\$126.44	\$134.07	\$138.09
RevPAR Growth	---	11.7%	6.0%	3.0%
Revenue Yield	118.0%	128.0%	131.7%	131.7%
Total Rooms Revenue	\$8,430,887	\$9,414,965	\$9,982,593	\$10,282,070

Source: CBRE

Our projections include a sustainable occupancy and market supported ADR. The stabilized revenue yield for the subject of 131.7% is considered reasonable based on the subject's brand positioning, location, amenities, and age/condition relative to local competitors.

As an additional test of reasonableness, regional hotel and conference/convention centers were analyzed as a benchmark. The properties were selected based on their facilities, branding, location, types of group demand and/or the available data. The conclusions for the subject hotel fall within the range of these additional benchmark properties. The table below summarizes the 2023 performance of the select benchmark hotels.



Market Analysis



Regional Conference/Convention Hotels				
Hotel		Rooms	Meeting Space	Meeting Space Per Room
Hyatt Regency Saint Louis Riverfront	St. Louis	910	56,554	62
Westin Crown Center	Kansas City	724	62,631	87
Marriott St. Louis Grand	St. Louis	917	54,871	60
InterCon Kansas City	Kansas City	371	29,000	78
Hilton Branson Convention Center	Branson	293	110,000	375
Hilton Branson Promenade	Branson	242	110,000	455
Total/Avg				
		3,457	423,056	122
Hyatt Regency Saint Louis Riverfront	St. Louis	910	56,554	62
Westin Crown Center	Kansas City	724	62,631	87
Marriott St. Louis Grand	St. Louis	917	54,871	60
Marriott Kansas City Downtown	Kansas City	983	72,589	74
Margaritaville Lake of the Ozarks	Osage Beach	507	76,000	150
InterContinental Kansas City	Kansas City	371	29,000	78
The Skirvin OKC	Oklahoma City	225	16,982	75
Chateau on the Lake	Branson	301	53,000	176
Omni Oklahoma City	Oklahoma City	605	76,000	126
Live! By Loews	St Louis	216	10,500	49
Total/Avg				
		5,759	508,127	88
2023 Performance				
	Weighted Average	Min	Max	
ADR	\$172.92	\$159.44	\$204.60	
Occupancy	58.5%	51.9%	70.9%	
RevPAR	\$101.24	\$83.54	\$125.83	
Subject (As if Open in 2023)				
ADR	\$155.00			
Occupancy	70.0%			
RevPAR	\$108.50			
Source: CBRE Hotels, Hotel Website				

Based on the foregoing analysis, the indicated occupancy and ADR figures are achievable. Although it is possible that the subject will experience growth in occupancy and ADR above those estimated in this report, it is also possible that sudden economic downturns, unexpected additions to rooms supply, or other external factors will force the property below the selected point of stability. Consequently, the estimated occupancy and ADR levels are representative of the most likely potential operations of the subject over the projected holding period based on our analysis of the market as of the date of this market study.



Induced Demand Analysis

The purpose of this analysis is to isolate the induced demand from the addition of the proposed JC Conference Hotel that would likely **NOT** be accommodated by the subject due to capacity constraints. The facilities with 29,000 SF of meeting space can hold events for 1,000 attendees; however, the guestrooms at 204-rooms are undersized to accommodate all of the attendees needing guestrooms. Thus, for large events utilizing a significant portion of the conference space, many of the overnight attendees will 'overflow' to the surrounding hotel market. This is a common market factor for conference and convention facilities where the meeting space can accommodate more overnight attendees than the primary or headquarter hotel's number of guestrooms. In many cases, this is akin to a 'headquarter hotel' accommodating large groups at a convention/conference space but sized to allow additional group room nights to flow to the surround market area.

Groups and Meetings

After interviews with the Jefferson City Convention & Visitors Bureau, Jefferson City Regional Economic Partnership, local hoteliers, as well as other key stakeholders in the business community, there is significant demand in Jefferson City for a facility to host multiple day conferences and meetings for statewide professional associations, government agencies, and private businesses. The existing facilities in Jefferson City are not large enough to accommodate many of the groups and do not offer the quality facilities that meeting planners expect.

Downtown Jefferson City is strategically located to attract numerous conference and meeting functions which would benefit from the central location, access to the capitol, and nearby downtown shops and restaurants. Historically, state association business, corporate conferences, and various other functions have utilized the city's conference and hotel facilities, however the size of the available facilities has been a limiting factor. In recent years, one conference facility has closed, and others have not maintained the quality standards conference attendees expect. Eventually, the majority of groups which previously hosted events in Jefferson City had significantly reduced their footprints and were pushed out to other regional or state destinations such as Kansas City, St. Louis, Branson, or Lake of the Ozarks.

The CVB has indicated more than 50 groups have held their meetings in Jefferson City in the past but have not returned due to lack of quality facilities. These groups consist of various statewide professional associations, governmental agencies, medical institutions, and corporate meeting planners. After interviews with a sample of key meeting planners in Jefferson City, the following sentiments were expressed:

- Many groups are in need of facilities to host 1,000 person events annually or biannually. These events need minimum 400 hotel rooms. There is not an adequate facility in the market that can accommodate that many people in an event.

- Need for periodic 300-400 person events.
- Significant need for weekly/monthly small conferences/trainings for 40-60 people.
- The attendees related to state government prefer to be walking distance to the capitol.
- Quoted room block rates in regional conference hotels range from \$147 to \$180.
- The central location is a significant draw for attendees since most parts of the state are within a 2-hour drive of Jefferson City.
- A major hotel franchise is recommended.
- The restaurants in downtown along and adjacent to East High Street are a desirable location for travelers and residents alike.

Methodology

To determine a reasonable number of large groups that could be hosted by the subject conference hotel, CBRE Hotels generated a hypothetical annual schedule of large events. This build up of events were based on various interviews with meeting planners, regional hotel conference sales managers, as well as visitor statistics utilizing Placer.ai data. It does not present any specific event but is informed by actual events referenced in the interviews.

Number of events

The hypothetical events consist of a minimum of 200 attendees and a maximum of 1,000 attendees. In general, based on the proposed and recommended plans, this range of group sizes are likely to utilize a significant portion of the hotel's facilities, as well as generate substantial room nights. The following is a breakdown of the size of events, an estimate of the number of events that could be accommodated, as well as an average number of nights the events would need to be accommodated.

- 1,000 person events – Based on interviews with operators of similar sized hotels and conference centers in comparable markets, a sales and marketing team would target an event of this size once per quarter at a minimum. They generally need hotel rooms from 2 to 4 nights per event.
- 600 - 800 person events – the interviews indicated events in these categories would be more frequent and total roundly 16 per year, a little over 1 per month. They generally need hotel rooms from 2 to 4 nights per event.
- 200 - 400 person events – Interviews indicated events of this size could occur approximately 30 time per year. They generally need hotel rooms for 2 to 3 nights per event.
- 50 - 200 person events – interviews indicated events of this size would be most frequent, have shorter lead times, more locally sourced, and would generally induce less



Demand Analysis



demand to the other competitive hotels in the market. As such, CBRE hotels did not include these potential events in this analysis.

The following table breaks down the number of hypothetical large events that could be hosted in the subject's stabilized operating year.

Number of Events (200+)			
Event Sizes	Number of Events	Nights per Event	Total Event Nights
1,000	5	2.75	14
800	8	2.75	22
600	8	2.75	22
400	10	2.50	25
200	20	2.50	50
Total	51		133

Source: CBRE Hotels, Market Interviews

Potential Room Nights per Event

The following table summarizes CBRE Hotel's estimate for the hypothetical number of room nights per event and is calculated below based on industry interviews for like kind Hotel and Conference Centers to the subject.

Potential Room Nights per Large Event				
Event Sizes	Attendees Needing Accommodation	Number of potential Hotel Guests	Guests per Room	Number of Potential Room Nights
1,000	50%	500	1.25	400
800	50%	400	1.25	320
600	50%	300	1.25	240
400	60%	240	1.25	192
200	60%	120	1.25	96

Source: CBRE Hotels, Market Interviews

Not all the attendees for events to this facility would need hotel rooms, specifically, since the Jefferson City market is will likely be most attractive to local, regional and state groups. Most of the attendees would be driving into this market rather than flying. As such, less hotel rooms are likely needed. Based on interviews, the largest events would average roundly 50% of the attendees potentially needing accommodations. For smaller events, the hotel sales and marketing team would generally attempt to attract groups that need more accommodations per attendee, as such CBRE assumes roundly 60% of attendees needing accommodation in the 200-400 size category. The interviews indicated a desire for attendees to not share rooms with other attendees, specifically since COVID as social distancing and work from home trends increased the desire for personal space and privacy. For this analysis, CBRE assumes roundly 1.25 guests per room as a reasonable metric in today's market.

Demand Analysis



Proposed JC Hotel Rooms Available for Events

The following table summarizes CBRE Hotels estimate for the potential number of guest rooms from the proposed JC Hotel that could be available for the potential events. While large events may be able to 'buy out' all of the proposed hotel's 204-guestroom inventory, it's unlikely management would open up all inventory for every large event due to seasonality from transient (non-group) demand such as corporate, government, and/or leisure travel. This is especially true for Jefferson City, a capitol city, in which the Missouri House of Representatives is in session from January to June. Group room blocks are typically discounted from a hotel's daily rate or 'rack rate'. As such, when revenue managing the property, the hotel would likely allocate a portion of rooms to still remain open for transient demand to drive significant revenues.

Subject Hotel Rooms Available For Events					
Event Sizes	Potential Room Nights	Hotel Available Inventory	% available for Group	Rooms Available for Groups	Room Nights Induced
1,000	400	204	85%	173	227
800	320	204	85%	173	147
600	240	204	85%	173	67
400	192	204	85%	173	19
200	96	204	85%	173	0

Source: CBRE Hotels, Market Interviews

For this analysis of the available hotel inventory, CBRE estimates an average of 85% of the inventory would be allocated to group room blocks per large event. The table above presents an estimate for induced room nights per event per night. This is calculated by subtracting the potential room nights by the rooms available for groups. For 1,000 attendee events, potential rooms need for attendees (per night) is 400. The hotel will likely only allocate 173 rooms to groups, as such the remaining attendees would have to be accommodated within the competitive market (400 room nights – 173 available rooms = 227 room nights induced into the market). After applying all factors, event sizes of roundly 200 attendees are likely to not overflow to the local market and be fully accommodated by the subject JC Conference Hotel.

Induced Room Nights

Utilizing the estimate of potential room nights induced into the local market per event per night, CBRE applied industry-based estimates for the total number of events, as well as the number of nights per event. These estimates were derived from interviews with comparable hotels. The following table presents the total number of hotel room nights induced into the local market hotels in a stabilized year.



Demand Analysis



Summary of Potential Room Night Induced into Market Hotels				
Event Sizes	Number of Events	Nights per Event	Room Nights Induced per	Total Induced Room
1,000	5	2.75	227	3,116
800	8	2.75	147	3,225
600	8	2.75	67	1,465
400	10	2.50	19	465
200	20	2.50	0	0
Totals	51		458	8,271

Source: CBRE Hotels, Market Interviews

In summary, building out a hypothetical schedule of large events greater than 200 attendees, could potentially yield roundly 8,300 room nights induced into the local market. To clarify, these induced room nights **ARE NOT** captured by the subject conference hotel but are effectively ‘overflow’ to the local competitive market and considered a net benefit to Downtown Jefferson City.

Visitor Travel Patterns

As a test of reasonableness, CBRE utilized Placer.ai data to measure estimated travel patterns of visitors attending conventions and conferences in similar locations to Jefferson City. Furthermore, CBRE isolated the percentage of visitors attending these meeting facilities that stayed in the host or headquarter hotel against those staying in an alternative market hotel. This provides an alternative estimate of how citywide group activity potentially overflows into the local hotel market.

Place.ai is a location analytics platform which uses geofencing to track visitor traffic in a defined area. Primarily a marketing tool, it also allows the tracking of points of interest a particular visitor will go in a day. It effectively tracks cell phone traffic of visitors when they enter into primary points of interest. The platform can isolate for numerous variable to estimate potential visitors that are not residents, employees, or based locally. For this analysis, CBRE applied the following variables to isolate visitors that would likely attend an event at the local conference/convention center, as well as a hotel. The variables are as follows:

- Distance from Home: 100 miles
- Visit duration: over 30 minutes
- Non-Employee
- Non-Resident

Visit duration selected is relatively short to account for conference attendees as the base set of visitors and the primary destination being a conference center. A driving distance of greater than 100 miles could likely lead to a hotel stay for an average event attendee, and most employees and local residents are not tracked in this data set, as well. However, since the data

Demand Analysis



provided through geofencing doesn’t necessarily account for visitor intentions, attitudes, purpose, etc. but is raw data, there are some limitations to the data set.

The following comparables included locations with similar size and demographics to Jefferson City, however, the meeting and conference facilities varied significantly, as well as the square feet of meeting space per host hotel room. Each table of the comparables includes total visitor traffic to the convention/conference facility, as well as the percent traveling to Hotels and Casinos as a point of interest category versus the host or headquarter hotel. The traffic patterns indicated both coming from (pre-visit) and going to (post-visit) hotels.



Demand Analysis



St Charles, MO Convention Center				
Visitors	Hotels and Casinos		Embassy Suites - St Charles	
	Pre-Visit	Post-Visit	Pre-Visit	Post-Visit
	61.7%	39.8%	47.8%	31.30%
37,000	22,829	14,726	17,686	11,581
Non-Headquarter Visitors			5,143	3,145
Total Pre and Post Non-Headquarter Visits				8,288
Convention/Conference Space				83,000
Total Host Hotel Rooms				296
Meeting Space/SF				280
Source: Placer.ai				

Cox Business Center - Tulsa, OK				
Visitors	Hotels and Casinos		Doubletree & Aloft	
	Pre-Visit	Post-Visit	Pre-Visit	Post-Visit
	48.6%	34.0%	29.4%	21.70%
137,700	66,922	46,818	40,484	29,881
Non-Headquarter Visitors			26,438	16,937
Total Pre and Post Non-Headquarter Visits				43,376
Convention/Conference Space				275,000
Total Host Hotel Rooms				591
Meeting Space/SF				465
Source: Placer.ai				

Branson, MO Convention Center				
Visitors	Hotels and Casinos		2 Hilton Hotels	
	Pre-Visit	Post-Visit	Pre-Visit	Post-Visit
	48.4%	33.8%	39.3%	27.20%
94,800	45,883	32,042	37,256	25,786
Non-Headquarter Visitors			8,627	6,257
Total Pre and Post Non-Headquarter Visits				14,884
Convention/Conference Space				83,690
Total Host Hotel Rooms				534
Meeting Space/SF				157
Source: Placer.ai				

Abilene, Texas Convention Center				
Visitors	Hotels and Casinos		Doubletree Abilene	
	Pre-Visit	Post-Visit	Pre-Visit	Post-Visit
	37.8%	22.4%	21.3%	14.40%
17,600	6,653	3,942	3,749	2,534
Non-Headquarter Visitors			2,904	1,408
Total Pre and Post Non-Headquarter Visits				4,312
Convention/Conference Space				91,150
Total Host Hotel Rooms				200
Meeting Space/SF				456
Source: Placer.ai				

Amarillo, Texas Civic Center				
Visitors	Hotels and Casinos		Embassy Suites Downtown	
	Pre-Visit	Post-Visit	Pre-Visit	Post-Visit
	34.7%	29.8%	16.0%	11.60%
59,800	20,751	17,820	9,568	6,937
Non-Headquarter Visitors			11,183	10,884
Total Pre and Post Non-Headquarter Visits				22,066
Convention/Conference Space				110,000
Total Host Hotel Rooms				226
Meeting Space/SF				487
Source: Placer.ai				

Overland Park Convention Center				
Visitors	Hotels and Casinos		Sheraton	
	Pre-Visit	Post-Visit	Pre-Visit	Post-Visit
	64.1%	53.4%	35.2%	28.90%
49,700	31,858	26,540	17,494	14,363
Non-Headquarter Visitors			14,363	12,177
Total Pre and Post Non-Headquarter Visits				26,540
Convention/Conference Space				112,433
Total Host Hotel Rooms				412
Meeting Space/SF				273
Source: Placer.ai				



Demand Analysis



Comparable Visitor Traffic Summary	
Market	Total Pre and Post Non-Headquarter Visits
St Charles, MO Convention Center	8,288
Abilene, Texas Convention Center	4,312
Cox Business Center - Tulsa, OK	43,376
Amarillo, Texas Civic Center	22,066
Branson, MO Convention Center	14,884
Overland Park Convention Center	26,540
Min	4,312
Max	43,376
Average	19,911
Median	18,475
Subject Induced Demand Analysis (Large events annually)	8,271

Source: Placer.ai, CBRE Hotels

Based on the referenced comparables, the non-headquarter hotel visits ranged from 4,312 to 43,376. The subject market area and attributes are likely most comparable to St Charles, MO, Branson, MO, and Abilene, TX. Our estimate of induced demand from the previous build up approach is within the range of these comparables. Furthermore, given the size of the Jefferson City market and proposed facilities, the lower end of the range is likely the most reasonable benchmark.

Demand Analysis



Conclusions

There are limitations in all studies forecasting potential performance as the analysis presented a hypothetical schedule of events as there does not exist a robust summary or Pace report of was based on interviews of meeting planners, hotel/conference operators, visitor traffic, and property group bookings reports. Furthermore, the Jefferson City Market has not demonstrated significant citywide conference demand in recent history due to lack of adequate and quality facilities. The primary data sources contributed to these estimates are based on the following:

- Interviews with Meeting Planners seeking Jefferson City as a destination.
- Interviews with Hotel and conference operators and sales and marketing teams.
- Multiple Group pace reports and booking summaries.
- Placer.ai location intelligence and visitor traffic data.

CBRE is concluding to a reasonable range as an estimate for the subject hotel to account for market uncertainty. Approximately 6,600 to 9,900 room nights could potentially be induced into the local hotel market as overflow from large events.

Conclusion of Induced Room Nights		
6,600	-	9,900
Potential room nights induced into the Jefferson City competitive market NOT accomodated by the Subject Hotel.		
Source: CBRE Hotels		



Projection of Cash Flows



Projection of Cash Flows

The following section presents estimates of future operating results for the proposed subject hotel. We have assumed that the property will be open and operating as of June 1, 2027. Our projections inherently assume competent and efficient management of the property.

The 10-year projection of cash flow is presented in a format that conforms to the *Uniform System of Accounts for the Lodging Industry*, an industry-standard accounting format. The *Uniform System of Accounts for the Lodging Industry* was developed by the American Hotel & Lodging Association and is in general use throughout the hospitality industry. In conformance with this system of account classifications, only direct operating expenses are charged to operating departments of the hotel. The general overhead items which are applicable to operations as a whole are classified as undistributed operating expenses and include administration and general expenses, information and telecommunications systems expenses, marketing expenses, property operations and maintenance expenses, energy and utility costs. Other property expenses include management fees, property taxes, insurance, and a reserve for replacement.

Income and Expense Comparables

This analysis incorporates revenue estimates based on our survey of comparable and competitive properties, and general market trend information. The revenue and expense comparisons include comparable full-service conference hotels in similar markets such as small cities and state capitals, with comparable RevPAR levels as those projected for the subject (in current dollars). For reasons of confidentiality, we have not disclosed the identity of the comparable hotels. The following charts summarize income and expenses taken from regional revenue/expense comparables as well as data from the *Trends® in the Hotel Industry* (U.S. edition) report.

We note that there are some inherent differences in the comparable data and how it is categorized. For example, the Trends Report includes all franchise fees within the marketing expense line item, while we have estimated franchise royalty fees separately in our analysis.



Pages 22-26 of this document are redacted and closed under Sec. 610.021(12) RSMo., in that redacted and closed portions are related to a negotiated contract



Assumptions and Limiting Conditions

1. The Terms and Conditions herein are part of an assignment agreement (the "Agreement") for consulting services ("Services") between CBRE, Inc. ("CBRE") and the client signing this Agreement and for whom the Services will be performed (the "Client") for the property identified herein (the "Property") and shall be deemed a part of such Agreement as though fully set forth therein. In addition, with respect to any report prepared by CBRE pursuant to the Agreement (the "Report"), any use of, or reliance on, the Report by any Intended User constitutes acceptance of these Terms and Conditions as well as acceptance of all qualifying statements, limiting conditions, and assumptions stated in the Report. The Agreement shall be governed and construed by the laws of the state where the CBRE office executing this Agreement is located without regard to conflicts of laws principles.
2. Client shall be responsible for the payment of all fees stipulated in this Agreement. Payment of the fees and preparation of the Report are not contingent upon any predetermined value or on any action or event resulting from the analyses, opinions, conclusions, or use of the Report. Final payment is due as provided in the Proposal Specifications Section of this Agreement. If a draft Report is requested, the fee is considered earned upon delivery of the draft Report. It is understood that the Client may cancel this assignment in writing at any time prior to delivery of the completed Report. In such event, the Client is obligated to pay CBRE for the time and expenses incurred (including, but not limited to, travel expenses to and from the job site) prior to the effective date of cancellation, with a minimum charge of \$500. Hard copies of the Reports are available at a cost of \$250 per original color copy and \$100 per photocopy (black and white), plus shipping fees of \$30 per Report.
3. If CBRE is subpoenaed or ordered to give testimony, produce documents or information, or otherwise required or requested by Client or a third party to participate in meetings, phone calls, conferences, litigation or other legal proceedings (including preparation for such proceedings) because of, connected with or in any way pertaining to this engagement, the Consulting Report, the CBRE's expertise, or the Property, Client shall pay CBRE's additional costs and expenses, including but not limited to CBRE's attorneys' fees, and additional time incurred by CBRE based on CBRE's then-prevailing hourly rates and related fees. Such charges include and pertain to, but are not limited to, time spent in preparing for and providing court room testimony, depositions, travel time, mileage and related travel expenses, waiting time, document review and production, and preparation time (excluding preparation of the Consulting Report), meeting participation, and CBRE's other related commitment of time and expertise. Hourly charges and other fees for such participation will be provided upon request. In the event Client requests additional consulting services beyond the scope and purpose stated in the Agreement, Client agrees to pay additional fees for such services and to reimburse related expenses, whether or not the completed report has been delivered to Client at the time of such request.
4. CBRE shall have the right to terminate this Agreement at any time for cause effective immediately upon written notice to Client on the occurrence of fraud or the willful misconduct of Client, its employees or agents, or without cause upon 5 days written notice.
5. In the event Client fails to make payments when due then, from the date due until paid, the amount due and payable shall bear interest at the maximum rate permitted in the state where the office is located for the CBRE executing the Agreement. **EACH PARTY, AFTER HAVING THE OPPORTUNITY TO CONSULT WITH COUNSEL OF ITS CHOICE, KNOWINGLY AND VOLUNTARILY, WAIVES ANY RIGHT TO TRIAL BY JURY IN THE EVENT OF LITIGATION IN ANY WAY RELATED TO THIS AGREEMENT.**
6. CBRE assumes there are no major or significant items or issues affecting the Property that would require the expertise of a professional building contractor, engineer, or environmental consultant for CBRE to prepare a valid report hereunder. Client acknowledges that such additional expertise is not covered in the fee and agrees that, if such additional expertise is required, it shall be provided by others at the discretion and direction of the Client, and solely at Client's additional cost and expense.
7. Client acknowledges that CBRE is being retained hereunder as an independent contractor to perform the Services described herein and nothing in this Agreement shall be deemed to create any other relationship between Client and CBRE. Unless otherwise stated in this Agreement, Client shall not

designate or disclose CBRE or any of its agents or employees as an expert or opinion witness in any court, arbitration, or other legal proceedings without the prior written consent of CBRE.

8. This assignment shall be deemed concluded and the Services hereunder completed upon delivery to Client of the Report discussed herein.
9. All statements of fact in the report which are used as the basis of the CBRE's analyses, opinions, and conclusions will be true and correct to CBRE's actual knowledge and belief. CBRE does not make any representation or warranty, express or implied, as to the accuracy or completeness of the information or the condition of the Property furnished to CBRE by Client or others. TO THE FULLEST EXTENT PERMITTED BY LAW, CBRE DISCLAIMS ANY GUARANTEE OR WARRANTY AS TO THE OPINIONS AND CONCLUSIONS PRESENTED ORALLY OR IN ANY CONSULTING REPORT, INCLUDING WITHOUT LIMITATION ANY WARRANTY OF FITNESS FOR ANY PARTICULAR PURPOSE EVEN IF KNOWN TO CBRE. Furthermore, the conclusions and any permitted reliance on and use of the Consulting Report shall be subject to the assumptions, limitations, and qualifying statements contained in the report.
10. CBRE shall have no responsibility for legal matters, including zoning, or questions of survey or title, soil or subsoil conditions, engineering, or other similar technical matters. The report will not constitute a survey of the Property analyzed.
11. Client shall provide CBRE with such materials with respect to the assignment as are requested by CBRE and in the possession or under the control of Client. Client shall provide CBRE with sufficient access to the Property to be analyzed, and hereby grants permission for entry unless discussed in advance to the contrary.
12. The data gathered in the course of the assignment (except data furnished by Client, "Client Information") and the Report prepared pursuant to the Agreement are, and will remain, the property of CBRE. With respect to Client Information provided by Client, CBRE shall not violate the confidential nature of the appraiser-client relationship by improperly disclosing any confidential and proprietary Client Information furnished to CBRE. Notwithstanding the foregoing to the contrary, CBRE is authorized by Client to disclose all or any portion of the Report and related data as may be required by applicable law, statute, government regulation, legal process, or judicial decree, including to appropriate representatives of the Appraisal Institute if such disclosure is required to enable CBRE or its employees and agents to comply with the Bylaws and Regulations of the Appraisal Institute as now or hereafter in effect.
13. Unless specifically noted, in preparing the Report CBRE will not be considering the possible existence of asbestos, PCB transformers, or other toxic, hazardous, or contaminated substances and/or underground storage tanks (collectively, "Hazardous Materials") on or affecting the Property, or the cost of encapsulation or removal thereof. Further, Client represents that there are no major or significant repairs, improvements or deferred maintenance of the Property that would require the expertise of a professional cost estimator, engineer, architect or contractor. If any such repairs, improvements or maintenance are needed, the estimates for such repairs, improvements or maintenance are to be prepared by other parties pursuant to a separate written agreement in Client's sole discretion and direction, and are not deemed part of the Services or otherwise covered as part of the fee hereunder.
14. In the event Client intends to use the Report in connection with a tax matter, Client acknowledges that CBRE provides no warranty, representation or prediction as to the outcome of such tax matter. Client understands and acknowledges that any relevant taxing authority (whether the Internal Revenue Service or any other federal, state or local taxing authority) may disagree with or reject the Report or otherwise disagree with Client's tax position, and further understands and acknowledges that the taxing authority may seek to collect additional taxes, interest, penalties or fees from Client beyond what may be suggested by the Report. Client agrees that CBRE shall have no responsibility or liability to Client or any other party for any such taxes, interest, penalties or fees and that Client will not seek damages or other compensation from CBRE relating to any such taxes, interest, penalties or fees imposed on Client, or for any attorneys' fees, costs or other expenses relating to Client's tax matters.
15. **LIMITATION OF LIABILITY. NOTWITHSTANDING ANY PROVISION OF THIS AGREEMENT TO THE CONTRARY:**
 - (A) EXCEPT TO THE EXTENT ARISING FROM SECTION 16, OR SECTION 17 IF APPLICABLE, IN NO EVENT SHALL EITHER PARTY OR ANY OF ITS AFFILIATES, OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, OR CONTRACTORS BE LIABLE TO THE OTHER PARTY, FOR ANY LOST OR PROSPECTIVE PROFITS OR ANY OTHER INDIRECT, CONSEQUENTIAL, SPECIAL, INCIDENTAL, PUNITIVE, INDIRECT OR OTHER EXEMPLARY LOSSES OR DAMAGES, WHETHER BASED IN CONTRACT, WARRANTY, INDEMNITY,



NEGLIGENCE, STRICT LIABILITY OR OTHER TORT OR OTHERWISE, REGARDLESS OF THE FORESEEABILITY OR THE CAUSE THEREOF.

- (B) EXCEPT TO THE EXTENT ARISING FROM SECTION 16, OR SECTION 17 IF APPLICABLE, AGGREGATE DAMAGES IN CONNECTION WITH THIS AGREEMENT FOR EITHER PARTY (EXCLUDING THE OBLIGATION TO PAY THE FEES AND COSTS REQUIRED HEREUNDER) SHALL NOT EXCEED THE GREATER OF THE TOTAL FEES PAYABLE TO CBRE UNDER THIS AGREEMENT OR TEN THOUSAND DOLLARS (\$10,000).
 - (C) CBRE SHALL HAVE NO LIABILITY WITH RESPECT TO ANY LOSS, DAMAGE, CLAIM OR EXPENSE INCURRED BY OR ASSERTED AGAINST CLIENT ARISING OUT OF, BASED UPON OR RESULTING FROM CLIENT'S OR ANY INTENDED USER'S FAILURE TO PROVIDE ACCURATE OR COMPLETE INFORMATION OR DOCUMENTATION PERTAINING TO ANY SERVICES OR REPORT ORDERED UNDER OR IN CONNECTION WITH THIS AGREEMENT, INCLUDING CLIENT'S OR ANY INTENDED USER'S FAILURE, OR THE FAILURE OF ANY OF CLIENT'S OR ANY INTENDED USER'S RESPECTIVE OFFICERS, DIRECTORS, MEMBERS, PRINCIPALS, AGENTS OR EMPLOYEES, TO PROVIDE A COMPLETE AND ACCURATE COPY OF THE REPORT TO ANY THIRD PARTY. CBRE SHALL HAVE NO LIABILITY WHATSOEVER FOR REPORTS OR DELIVERABLES THAT ARE SUBMITTED IN DRAFT FORM.
 - (D) THE LIMITATIONS OF LIABILITY IN SUBSECTIONS 15(A) AND 15(B) ABOVE SHALL NOT APPLY IN THE EVENT OF A FINAL FINDING BY A COURT OF COMPETENT JURISDICTION THAT SUCH LIABILITY IS THE RESULT OF A PARTY'S FRAUD OR WILLFUL MISCONDUCT.
16. Client shall not disseminate, distribute, make available or otherwise provide any Report prepared hereunder to any third party (including without limitation, incorporating or referencing the Report, in whole or in part, in any offering, including, but not limited to any offering of the Property or any securities offering as defined by applicable law, or other material intended for review by other third parties) except (i) to any third party (a) identified in the Agreement as an Intended User subject to the terms and conditions of this Agreement or (b) otherwise expressly acknowledged in a separate writing executed by CBRE, such third party and Client, setting forth that such third party is an "Intended User" of the Report and providing CBRE with an acceptable release from such third party with respect to such Report or wherein Client provides acceptable indemnity protections to CBRE against any claims resulting directly from the distribution of the Report to such third party; (ii) to any third party service provider (including accountants, attorneys, rating agencies and auditors) using the Report in the course of providing Services for the sole benefit of an Intended User and limited to the Intended Use of the Report as defined in this Agreement, or (iii) to the extent required by applicable law, statute, government regulation, legal process, or judicial decree.
- (b) In the event CBRE consents, in writing, to Client incorporating or referencing the Report in any offering or other materials intended for review by other parties, Client shall not distribute, file, or otherwise make such other materials available to any such parties unless and until Client has provided CBRE with complete copies of such offering or other materials and CBRE has approved the inclusion of the Report, or reference to the Report and/or CBRE, in such offering and other materials in writing. Further, CBRE's consent to such inclusion of the Report, or reference to the Report and/or CBRE, in any securities offering is subject to (i) CBRE's and CBRE's securities counsel's review and approval, in writing, of any inclusion of the Report, or reference to the Report and/or CBRE, in such securities offering; (ii) Client shall not modify the Report, any such inclusion of or reference to the Report and/or CBRE in such securities offering once approved by CBRE and its securities counsel in writing; and (iii) Client shall reimburse CBRE for its out-of-pocket costs and expenses, including attorneys' fees, arising from legal review of such securities offering and related materials on CBRE's behalf.
 - (c) In the absence of satisfying the conditions of this Section 16 with respect to any party who is not designated as an Intended User, in no event shall the receipt of a Report by such party extend any right to the party to use and rely on such Report, and CBRE shall have no liability for such unauthorized use and reliance on any Report.
 - (d) In the event Client breaches the provisions of this Section 16, Client shall indemnify, defend and hold CBRE and its affiliates and their officers, directors, employees, contractors, agents and other representatives (CBRE and each of the foregoing an "Indemnified Party" and collectively the "Indemnified Parties"), fully harmless from and against all losses, liabilities, damages and expenses (collectively, "Damages") claimed against, sustained or incurred by any Indemnified Party arising out of or in connection with such breach, regardless of any negligence on the part of any Indemnified Party in preparing the Report.

- 17. In the event Client incorporates or references the Report, in whole or in part, in any offering, including, but not limited to any offering of the Property or any securities offering as defined by applicable law, or other material intended for review by other parties, Client shall indemnify, defend and hold each of the Indemnified Parties harmless from and against any Damages in connection with (i) any transaction contemplated by this Agreement or in connection with the Report or the engagement of or performance of Services by any Indemnified Party hereunder, (ii) any Damages claimed by any user or recipient of the Report, whether or not an Intended User, (iii) any actual or alleged untrue statement of a material fact, or the actual or alleged failure to state a material fact necessary to make a statement not misleading in light of the circumstances under which it was made with respect to all information furnished to any Indemnified Party or made available to a prospective party to a transaction, or (iv) an actual or alleged violation of applicable law by an Intended User (including, without limitation, securities laws) or the negligent or intentional acts or omissions of an Intended User (including the failure to perform any duty imposed by law); and will reimburse each Indemnified Party for all reasonable fees and expenses (including fees and expenses of counsel) (collectively, "Expenses") as incurred in connection with investigating, preparing, pursuing or defending any threatened or pending claim, action, proceeding or investigation (collectively, "Proceedings") arising therefrom, and regardless of whether such Indemnified Party is a formal party to such Proceeding. Client agrees not to enter into any waiver, release or settlement of any Proceeding (whether or not any Indemnified Party is a formal party to such Proceeding) without the prior written consent of CBRE (which consent will not be unreasonably withheld or delayed) unless such waiver, release or settlement includes an unconditional release of each Indemnified Party from all liability arising out of such Proceeding.
- 18. Time Period for Legal Action. Unless the time period is shorter under applicable law, except in connection with Section 16 and Section 17, CBRE and Client agree that any legal action or lawsuit by one party against the other party or its affiliates, officers, directors, employees, contractors, agents, or other representatives, whether based in contract, warranty, indemnity, negligence, strict liability or other tort or otherwise, relating to (a) this Agreement, (b) any Services or Reports under this Agreement or (c) any acts or conduct relating to such Services or Reports, shall be filed within two (2) years from the date of delivery to Client of the Report to which the claims or causes of action in the legal action or lawsuit relate. The time period stated in this section shall not be extended by any incapacity of a party or any delay in the discovery or accrual of the underlying claims, causes of action or damages.
- 19. Miscellaneous.
 - (a) This Agreement contains the entire agreement and understanding of the parties with respect to the subject matter hereof. This Agreement may not be amended, modified or discharged, nor may any of its terms be waived except by written agreement of both parties. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. A signed copy of this Agreement transmitted by facsimile, email, or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original executed copy of this Agreement for all purposes.
 - (b) Neither party shall assign this Agreement in whole or in part (other than by operation of law) to any person or entity without the prior written consent of the other party. Subject to the foregoing, this Agreement and all of its provisions shall be binding upon and shall inure to the benefit of the parties and their respective successors and permitted assigns.
 - (c) No consent or waiver, either expressed or implied, by a party to or of any breach or default, shall be construed to be a consent or waiver to or of any other breach or default in the performance of any obligations hereunder. Failure of a party to complain or declare the other party in default shall not constitute a waiver by such party of rights and remedies hereunder.
 - (d) Except as hereinafter provided, no delay or failure in performance by a party shall constitute a default hereunder to the extent caused by Force Majeure. Unless the Force Majeure substantially frustrates performance of the Services, Force Majeure shall not operate to excuse, but only to delay, performance of the Services. If Services are delayed by reason of Force Majeure, CBRE promptly shall notify Client. Once the Force Majeure event ceases, CBRE shall resume performance of the Services as soon as possible. As used herein, "Force Majeure" means any event beyond the control of the Party claiming inability to perform its obligations and which such Party is unable to prevent by the exercise of reasonable diligence, including, without limitation, the combined action of workers, fire, acts of terrorism, catastrophes, changes in laws, condemnation of property, governmental actions or delays, national emergency, war, civil disturbance, floods, unusually severe weather conditions, endemic or pandemic, or other acts of God. Inability to pay



Assumptions and Limiting Conditions



- or financial hardship shall not constitute Force Majeure regardless of the cause thereof and whether the reason is outside a party's control.
- (e) The parties acknowledge that CBRE or an affiliate may be involved in representing other parties in real estate transactions involving Client or its affiliates or involved in the ownership or management of the Property. If, at any time, any CBRE personnel performing the Services hereunder actually becomes aware that Client is involved in any material way in any proposed transaction whereby CBRE or an affiliate represents any other party to that transaction, CBRE agrees to notify Client promptly upon discovering such facts. In the event of a conflict between CBRE's engagement by Client under this Agreement with respect to such transaction and the obligations of CBRE or its affiliate to another party with respect to such transaction, at Client's request, CBRE shall establish appropriate internal procedures and confidentiality barriers to prevent any communication or collusion between those employees of CBRE or CBRE's affiliates who represent parties in such transactions in which such a conflict of interest may exist, or Client may require that CBRE cancel this assignment with respect to such transaction.
 - (f) Any provision of this Agreement that, by its language, contemplates performance or observation subsequent to any termination or expiration of this Agreement shall survive such termination or expiration and shall continue in full force and effect.
 - (g) If any provision of this Agreement, or application thereof to any person or circumstance, shall to any extent be invalid, then such provision shall be modified, if possible, to fulfill the intent of the parties reflected in the original provision. The remainder of this Agreement, or the application of such provision to person or circumstance other than those as to which it is held invalid, shall not be affected thereby, and each provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.



CBRE Valuation & Advisory Services

CBRE

Market Study

Proposed JC Conference Hotel
E Capitol Ave
Jefferson City, Missouri 65101
CBRE File No. CB24US027018-1

CLIENT: Garfield Public/Private LLC

July 23, 2024



VALUATION & ADVISORY SERVICES



200 Park Avenue
20th Floor
New York, NY 10166

T (212) 207-6100
F (917) 690-8054

www.cbre.com

Date of Report: July 23, 2024

Jeff Binford
Senior Vice President, Asset Management
Garfield Public/Private LLC
14911 Quorum Drive, Suite 380
Dallas, Texas 75254

RE: Market Study of Proposed Hotel Development
E Capitol Ave
Jefferson City, Cole County, Missouri 65101
CBRE, Inc. File No. CB24US027018-1

Dear Mr. Binford:

At your request and authorization, CBRE, Inc. has prepared a market study of a proposed conference hotel in Jefferson City. Our analysis is presented in the following report.

The subject is recommended to be a 250-room upscale, full-service hotel with 36,000 SF of meeting space including a 15,000 to 20,000 SF ballroom, a ground level restaurant/bar and market, and flagship terrace level restaurant/bar in Jefferson City, Missouri. The site is at the southeast quadrant of Madison Street and East Capital Avenue. The proposed subject will be built in conjunction with a new parking garage that will service existing downtown parking demand as well as induced demand from the hotel and conference center. The estimated opening date is June 1, 2027. We understand the plans are not currently final, as such we will refer to the subject as the Proposed JC Conference Hotel.

As in all studies of this type, the estimated results are based on competent and efficient management and presume no significant change in the status of the competitive lodging market from that as set forth in this report. The terms of our engagement are such that we have no obligation to revise our conclusions to reflect events or conditions that occur subsequent to the date of completion of our fieldwork. However, we are available to discuss the necessity for revisions in view of changes in the economy or market factors should such arise.

Since the proposed hotel's future performance is based on estimates and assumptions that are subject to uncertainty and variation, we do not present them as results that will actually be achieved. However, our analysis has been conscientiously prepared on the basis of information obtained during the course of the assignment and on our experience in the industry. This report is subject to the Terms and Conditions presented in the Addenda.

July 23, 2024
Page 2



After you have had an opportunity to review this report, please feel free to contact us with any questions. We appreciate the opportunity to work with you on this assignment.

Respectfully submitted,

CBRE - VALUATION & ADVISORY SERVICES

Andrew Hartley
Senior Vice President
andrew.hartley@cbre.com

Brylynn Smith
Consultant
brylynn.smith@cbre.com



Table of Contents

Table of Contents..... iii

Subject Photographsiv

Executive Summary..... v

Introduction..... 1

Area Analysis 3

Neighborhood Analysis 9

Facilities Recommendations13

Market Analysis.....18

Projection of Cash Flows.....35

Assumptions and Limiting Conditions.....57



Subject Photographs



Subject Photographs



Source: CBRE Maps

Aerial View



Executive Summary



Executive Summary

Recommended Facilities			
Property Type	Full-Service	Upscale	
Number of Rooms	250		
GBA	175,000 SF		
GBA per Room	700 SF		
<u>Guestroom</u>	<u>Number</u>	<u>SF/Room</u>	
King Standard Rooms	100	40%	320
Double Queen Standard Rooms	100	40%	350
King Junior Suites	25	10%	480
Double Queen Junior Suites	13	5%	520
King Suites	<u>12</u>	<u>5%</u>	<u>600</u>
Totals	250	100%	350
<u>Meeting Space</u>			
		<u>Divisible</u>	<u>Potential</u>
	<u>Potential SF</u>	<u>by</u>	<u>Capacity</u>
Ballroom	18,000 SF	11	1,200
Jr. Ballroom	7,000 SF	7	470
Breakout	7,000 SF	8	470
Board Room	1,500 SF	3	100
Pre-Function	<u>2,500 SF</u>	<u>0</u>	<u>170</u>
Totals	36,000 SF	29	2,410
	Per Room	144 SF	
<u>Food and Beverage</u>			
	<u>Potential SF</u>	<u>Seats</u>	<u>Potential</u>
	<u>Capacity</u>		
Restaurant/Bar	3,000 SF	200	200
Terrace Restaurant/Bar	3,000 SF	200	200
Café	300 SF	30	30
Totals	6,300 SF	430	430
	Per Room	25 SF	
<u>Amenities</u>			
<u>Property</u>	<u>In Room</u>		
Fitness Center	Walk In Shower		
Indoor Pool	Iron/Iron board		
Hot Tub	Minifridge		
Laundry Valet	Safe		
Parking Garage	Sofa Sleeper		
Ice Machine/Vending	Living Area		
<u>Potential Brands</u>			
<u>Sub-brand</u>	<u>Parent Brand</u>		
Marriott, Delta, Sheraton	Marriott		
Hilton, Embassy Suites	Hilton		
Hyatt Regency	Hyatt		
<i>The potential guestrooms mix, as well as size and capacity of all the facilities are presented as estimates and standards for illustrative purposes based on comparable, prototypical, and market benchmarks. Upon final planning, the above estimates are likely to change.</i>			
Source: CBRE Hotels			



Introduction

Overview of the Market Study

CBRE Hotels was retained by Garfield Public/Private LLC (client and intended user) to perform a study of the potential market demand for a proposed hotel (the "Hotel" or "Subject") to be located at E Capitol Ave in Jefferson City, Cole County, Missouri.

As a component of this analysis, after we identified the potential market demand in the Jefferson City lodging market, we then provided our projections of the occupancy, average daily room rate ("ADR"), and revenue per available room ("RevPAR") the proposed subject hotel could reasonably be expected to achieve for its first five years of operation. Given these projections, we have also estimated the subject's annual operating results, including total operating revenues and expenses, net income from operations, and ratio to total revenues for ten years of operation. For this analysis, we concluded the subject will include a total of 250 guest rooms. We assumed the proposed hotel would be open and available for occupancy on June 1, 2027. This report represents the culmination of our market research, analysis, and assessments relative to the potential market demand for the proposed hotel.

Assumptions Used For Projections

Our analysis was based on the following set of assumptions:

- The proposed hotel is to be located at the intersection of Madison Street and East Capital Avenue in Jefferson City, Cole County, Missouri;
- The proposed hotel will contain 250 guest rooms;
- The subject will be positioned as a full-service, branded hotel;
- The subject will offer facilities and services consistent with a prototypical full-service hotel and conference center;
- The subject will be professionally and competently managed by a brand or reputable third-party operator;
- The ownership/developer of the subject will obtain approvals from local government Planning and Development to develop the property into a hotel; and,
- The hotel project will open on June 1, 2027.

Methodology

In conducting the study, we:

- Physically inspected the subject site as well as existing and planned surrounding developments;
- Assessed the impact of the proposed subject's accessibility, visibility, and location relative to demand generators and overall marketability;

- Researched and analyzed current economic and demographic trends in the Jefferson City MSA to determine the trends' impact on future lodging demand within the market;
- Identified the competitive supply of lodging facilities in the area;
- Reviewed the historical performance levels for the competitive lodging supply on a composite basis;
- Estimated the anticipated growth in demand for, and supply of, lodging accommodations in the competitive market area;
- Assessed the positioning of the hotel to be located at the subject site within the competitive market and prepared a forecast of the potential annual occupancy, average daily rate, and RevPAR for the first five years of operation of the proposed subject; and,
- Prepared a statement of estimated annual operating results for the hotel for the ten-year period beginning June 1, 2027.

Several sources were used in compiling the background information and preparing the analysis contained in this report. These resources included *Trends in the Hotel Industry*, published by CBRE Hotels; data on the local lodging market gathered through direct interviews with market participants; data provided by sources in the lodging chains, ownership entities, and management companies with which the competitive properties are affiliated; data provided by Smith Travel Research; and economic data on the region from various local governmental and planning entities.

Reliance Language

Reliance on any reports produced by CBRE under this Agreement is extended solely to parties and entities expressly acknowledged in a signed writing by CBRE as Intended Users of the respective reports, provided that any conditions to such acknowledgement required by CBRE or hereunder have been satisfied. Parties or entities other than Intended Users who obtain a copy of the report or any portion thereof (including Client if it is not named as an Intended User), whether as a result of its direct dissemination or by any other means, may not rely upon any opinions or conclusions contained in the report or such portions thereof, and CBRE will not be responsible for any unpermitted use of the report, its conclusions or contents or have any liability in connection therewith.

Statement of Competency

Andrew Hartley has the appropriate knowledge, education, and experience to complete this assignment competently.



Area Analysis



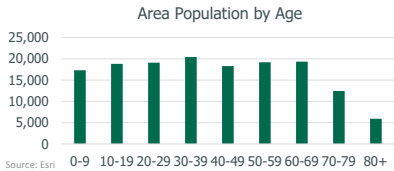
Area Analysis



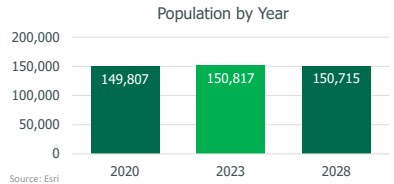
The subject is located in the Jefferson City, MO Metropolitan Statistical Area. Key information about the area is provided in the following tables.

Population

The area has a population of 150,817 and a median age of 40, with the largest population group in the 30-39 age range and the smallest population in 80+ age range.



Population has increased by 1,010 since 2020, reflecting an annual increase of 0.2%. Population is projected to decrease by an additional -102 by 2028, reflecting 0.0% annual population growth.

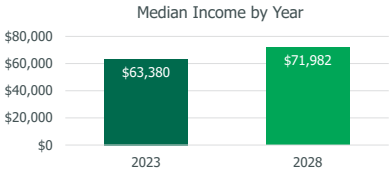


Area Analysis



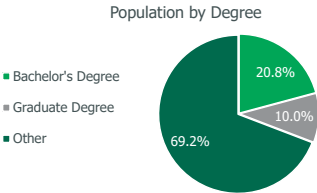
Income

The area features an average household income of \$86,888 and a median household income of \$63,380. Over the next five years, median household income is expected to increase by 13.6%, or \$1,720 per annum.

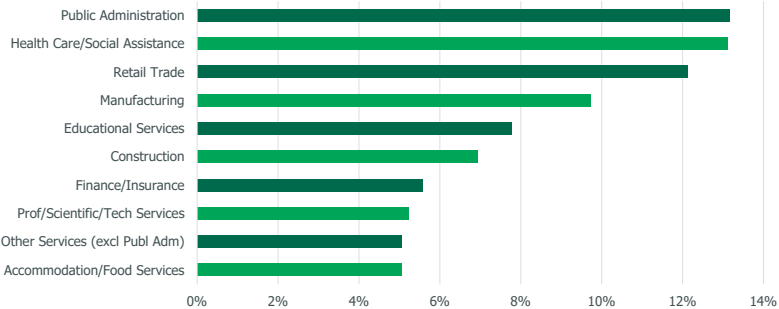


Education

A total of 30.8% of individuals over the age of 24 have a college degree, with 20.8% holding a bachelor's degree and 10.0% holding a graduate degree.



Employment



The area includes a total of 72,754 employees and has a 3.2% unemployment rate. The top three industries within the area are Public Administration, Health Care/Social Assistance and Retail Trade, which represent a combined total of 38% of the workforce.

Major Employers

The primary employer in Jefferson City is state government since it is the capital city of Missouri. Non-government employment consists of major manufacturing, distribution, and healthcare. Top industries include Scholastic Inc., Hitachi Energy, and Quaker Windows & Doors. The following table presents the largest employers.



Area Analysis



**Major Employers:
Jefferson City/Cole County**
Includes full and part-time employees

Employer	Industry	# Employed
State of Missouri	Government	75,256
Quaker Windows & Doors	Manufacturing	1,669
Jefferson City School District	Education	1,557
Capital Region Medical Center	Healthcare	1,495
Scholastic Inc.	Book Distribution	1,386
Central Banccompany	Financial	1,286
Hitachi Energy	Manufacturing	1,060
SSM Health - St. Mary's Hospital	Healthcare	882
City of Jefferson	City Government	768
Walmart Supercenter (2)	Retail	695
Jefferson City Medical	Healthcare	629
Unilever Home & Personal Care	Manufacturing	467
WIPRO Infocrossing	Information Technology	401
My Pet Food Stores	Retail	455
Lincoln University	Education	269
County of Cole	Government	263
Gerbers Super Market (2)	Retail	254
Missouri Farm Bureau	Insurance	283
McDonald's Restaurants (6)	Restaurant	250
State Technical College of Missouri	Education	229

Economic Highlights

In recent years, Jefferson City has experienced significant investment by state government, as well as local business and industry indicating a vibrant economy with potential for further growth. Some examples include:

- Unilever, one of the world’s largest consumer goods companies, recently announced over \$100 million in investment to add Liquid I.V. production to its health and wellbeing business in addition to optimizing its North American body care products distribution operations.
- Quaker Windows and Doors, a premier manufacturer of top-quality windows and doors is investing more than \$30 million and creating 220 new jobs by adding new paint lines and increasing capabilities for glass production.

Area Analysis



- The City of Jefferson is performing site clearing, demolition and planning as the initial step to redevelop the historic Missouri State Penitentiary (MSP) site into an active mixed-use development. MSP was the oldest operating prison west of the Missouri River at the time it was decommissioned in 2004. In addition, the City is soliciting private interest in redeveloping the historic Capitol Avenue District which connects MSP with downtown.
- The State of Missouri is constructing a \$183 million state-of-the-art laboratory campus as part of the MSP redevelopment which will consolidate laboratory services for several state agencies including Public Safety, Health and Senior Services, Agriculture, Conservation, and Natural Resources under one roof.
- The Missouri Department of Natural Resources is investing over \$25 million to renovate the historic International Shoe Factory building adjacent to MSP.
- Hitachi Energy, manufacturer of electric transformers in Jefferson City since 1972, recently invested \$10 million and added 75 new jobs to expand manufacturing capacity to their flagship facility.
- Scholastic, the world's largest publisher and distributor of children’s books, recently invested over \$40 million to install state-of-the-art equipment in their national fulfillment center that has been in operation for over 30 years.

Soccer Complex

United Capital City Soccer Club (UCC) is in the process of developing a major Soccer complex in South Jefferson City. The complex is expected to open in Spring of 2025 and is anticipated to bring new events and sports tourism to the City. As of now, the Convention and Visitors Bureau have provided the following list of booked events which would be new to the area that are expected to impact the hotel market. Despite any potential delays in the development of the soccer complex, these events will still be scheduled in Jefferson City.



Confirmed New Events with the New Sports Complex				
2025	EVENT TYPE	Total Participants	% out of Town	% In town
Jan 31-Feb 2	JC SuperCup	540	20%	80%
Feb 15-16	Pre-Season UCC Kickoff	1,000	40%	60%
Feb 22-23	UCC SPRING TOURNAMENT	1,315	40%	60%
Feb 28-Mar 2	Soccer Leagues	2,850	35%	65%
March 7-9	Missouri Govenors Cup	2,350	60%	40%
March 15-16	Soccer League	2,850	35%	65%
March 21-23	Presidents Cup	1,600	80%	20%
March 29-30	BASEBALL	650	40%	60%
April 5-6	Soccer League	2,850	35%	65%
	SOMO/SPENSA	600	55%	45%
April 12-13	President Cup Semi/Finals	720	70%	30%
April 18-20	BASEBALL	650	40%	60%
April 25-27	Baseball	650	40%	60%
May 3-4	Soccer League	2,508	35%	65%
May 9-11	Baseball	650	40%	60%
May 16-18	Capital Cup	2,350	80%	20%
May 23-25	Softball	780	40%	60%
May 30-June 1	Baseball	650	40%	60%
June 13-15	Baseball	650	40%	60%
June 20-22	Baseball	650	40%	60%
June 27-29	Lincoln HS Nike Showcase	1,320	60%	40%
July 4-6	Baseball	1,040	40%	60%
July 11-13	Softball	780	40%	60%
July 19-20	3v3 Sizzling Summer Classic	700	35%	65%
July 26-27	Show-Me games 5v5	720	40%	60%
August 9-10	Softball	780	40%	60%
August 16-17	PRE-SEASON FRIENDLIES	1,000	40%	60%
August 22-23	Luebbert Family Classic	1,300	40%	60%
August 30-31	Baseball	650	40%	60%
September 6-7	CMDL/MADL/UCC REC	2,850	35%	65%
September 13-14	CMDL/MADL/UCC REC	2,850	35%	65%
September 19-21	Governors Cup	2,623	80%	20%
September 26-28	Presidents Cup	1,600	80%	20%
October 4-5	CMDL/MADL/UCC REC	2,850	35%	65%
October 11-12	Presidents Cup	720	80%	20%
October 18-19	CMDL/MADL/UCC REC	2,850	35%	65%
	SOMO/SPENSA TOURNEY	1,020	55%	45%
October 24-26	Haunted Capital Cup	2,500	80%	20%
November 1-2	SOFTBALL	650	40%	60%
November 7-9	Eddie Horn College Showcase	1,380	65%	35%
November 29-30	Show-Me Games 5v5	675	35%	65%
December 13-14	Lincoln University NIKE Showcase	1,000	65%	35%
December 20-21	UCC Outdoor 5v5 Tournament	1,200	30%	70%

Source: Jefferson City CVB

Area Analysis

CBRE

Transportation

Highway Transportation

Jefferson City is centrally located in the State of Missouri and is within a 2-hour drive of most of the state including both St. Louis to the east and Kansas City to the west. Three major U.S. Highways converge in Jefferson City; US-50, US-54, and US-63. Interstate 70 connecting St. Louis and Kansas City is located approximately 30 miles north via US-54 or US-63, while Interstate 44 connecting St. Louis and Springfield is approximately 60 miles south via US-63.

Air Transportation

The closest airport, Columbia Regional Airport, is located 30 miles north, with American Airlines with multiple daily flights servicing Dallas/Fort Worth and Chicago. Within an approximately 2-hour drive is St. Louis Lambert International Airport and Kansas City International Airport servicing direct flights to nearly all major metros in the US.

Rail Transportation

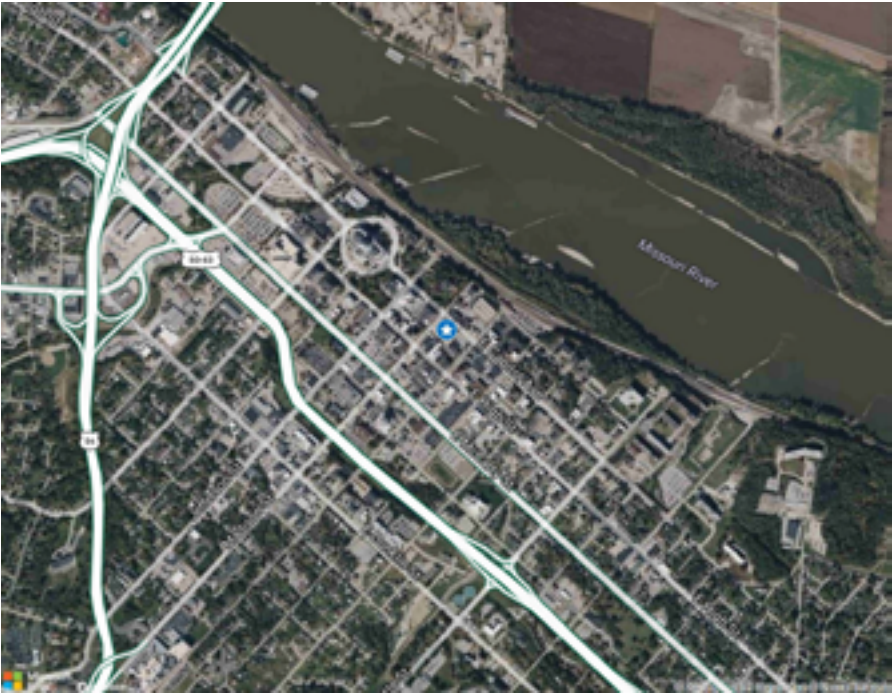
Amtrak's Missouri River Runner route provides daily passenger rail service between St. Louis and Kansas City with stops in Warrensburg, Sedalia, Herman, and Washington.



Neighborhood Analysis



Neighborhood Analysis



Source: Google Maps

Location

Jefferson City is the capital city of the State of Missouri as well as the county seat of Cole County. The subject is in the heart of downtown Jefferson City, two blocks east of the Missouri State Capitol Building. The historic neighborhood has been redeveloped in recent years to become a vibrant commercial and entertainment district.

Boundaries

The subject neighborhood is South of the Missouri River Bound by the following streets:

Neighborhood Analysis



North: Missouri River
South: US-Route 50/63 (Rex M Whitton Expressway)
East: Lafayette Street
West: US-Route 54

Land Use

Land uses within the subject neighborhood consist of a mixture of retail, restaurant, business and government offices, and residential living. Much of the downtown land uses are within redeveloped historic buildings. The Missouri Capitol Complex is located west of the subject site and includes the State Capitol Building, Governor's Mansion, Carnahan Memorial Garden, Jefferson Landing State Historic Site, Deborah Cooper Park, as well as numerous monuments and memorial statues. Directly surrounding the subject site are office, restaurant, retail and municipal uses.

Missouri State Capitol

The Missouri State Capitol is the home of the Missouri General Assembly and the executive branch of government of the State of Missouri. The Capitol is one of Jefferson City's leading tourist attractions. It is a destination for school groups, industry representatives, statewide professional associations, and other state government-related business. The structure houses the Missouri State Museum; the offices of Governor, Lieutenant Governor, and State Treasurer; as well as the 34-member Senate and 163-member House of Representatives which meet annually from January through mid-May.



Tourism

Jefferson City offers a blend of historical charm, natural beauty, and a vibrant cultural scene, making it a captivating destination for tourists. As the state capital, it boasts historic landmarks featuring stunning architecture and historical exhibits. Visitors can visit the vibrant, tree-lined streets of the downtown area with its unique shops, eateries, and a local cinema.



Neighborhood Analysis



Outdoor enthusiasts will appreciate the 240-mile Katy Trail State Park, the longest developed rails to trails project in the country, the picturesque Missouri River, an extensive local greenway system and a variety of city parks.

The Missouri State Capitol houses an impressive and diverse art collection that celebrates the state's rich history and cultural heritage including the famous Thomas Hart Benton murals in the House Lounge, the bronze busts in the Hall of Famous Missourians, and numerous other statutes, mosaics and murals located throughout the building. The Missouri State Penitentiary and Museum offers guided tours of what was the oldest operating prison west of the Mississippi River. The museum includes displays depicting life inside the walls, prison industries, and various prison memorabilia. The penitentiary and museum draw over 30,000 visitors per year, 25% of which generate overnight stays. The MU Health Care Amphitheater is a newly constructed outdoor entertainment venue that hosts local, regional, and national entertainment acts.

Groups and Meetings

After interviews with the Jefferson City Convention & Visitors Bureau, Jefferson City Regional Economic Partnership, local hoteliers, as well as other key stakeholders in the business community, there is significant demand in Jefferson City for a facility to host multiple day conferences and meetings for statewide professional associations, government agencies, and private businesses. The existing facilities in Jefferson City are not large enough to accommodate many of the groups and do not offer the quality facilities that meeting planners expect.

Downtown Jefferson City is strategically located to attract numerous conference and meeting functions which would benefit from the central location, access to the capitol, and nearby downtown shops and restaurants. Historically, state association business, corporate conferences, and various other functions have utilized the city's conference and hotel facilities, however the size of the available facilities has been a limiting factor. In recent years, one conference facility has closed, and others have not maintained the quality standards conference attendees expect. Eventually, the majority of groups which previously hosted events in Jefferson City had significantly reduced their footprints and were pushed out to other regional or state destinations such as Kansas City, St. Louis, Branson, or Lake of the Ozarks.

The CVB has indicated more than 50 groups have held their meetings in Jefferson City in the past but have been pushed out due to lack of quality facilities. These groups consist of various statewide professional associations, governmental agencies, medical institutions, and corporate meeting planners. After interviews with a sample of key meeting planners in Jefferson City, the following sentiments were expressed:

- Many groups are in need of facilities to host 1,000 person events annually or biannually. These events need minimum 400 hotel rooms. There is not an adequate facility in the market that can accommodate that many people in an event.

Neighborhood Analysis



- Need for periodic 300-400 person events.
- Significant need for weekly/monthly small conferences/trainings for 40-60 people.
- The attendees related to state government prefer to be walking distance to the capital.
- Quoted room block rates in regional conference hotels range from \$147 to \$180.
- The central location is a significant draw for attendees since most parts of the state are within a 2-hour drive of Jefferson City.
- A major hotel franchise is recommended.
- The restaurants in downtown along and adjacent to East High Street are a desirable location for travelers and residents alike.

Conclusion

Jefferson City is a desired state-wide destination for professional association and government agency conferences, corporate meetings, local sight-seeing, shopping, dining, as well as hotel demand. The City is proactive in promoting economic growth in the region with a master plan to increase population and activity in the immediate area. The subject's proposed use as a full-service conference hotel is a conforming use to the other land uses prevalent in the neighborhood.



Facilities Recommendations

The following tables show a summary of the suggested improvements.

Recommended Facilities			
Property Type	Full-Service	Upscale	
Number of Rooms	250		
GBA	175,000 SF		
GBA per Room	700 SF		
<u>Guestroom</u>	<u>Number</u>		<u>SF/Room</u>
King Standard Rooms	100	40%	320
Double Queen Standard Rooms	100	40%	350
King Junior Suites	25	10%	480
Double Queen Junior Suites	13	5%	520
King Suites	12	5%	600
Totals	250	100%	350
<u>Meeting Space</u>		<u>Divisible</u>	<u>Potential</u>
	<u>Potential SF</u>	<u>by</u>	<u>Capacity</u>
Ballroom	18,000 SF	11	1,200
Jr. Ballroom	7,000 SF	7	470
Breakout	7,000 SF	8	470
Board Room	1,500 SF	3	100
Pre-Function	2,500 SF	0	170
Totals	36,000 SF	29	2,410
Per Room	144 SF		
<u>Food and Beverage</u>			<u>Potential</u>
	<u>Potential SF</u>	<u>Seats</u>	<u>Capacity</u>
Restaurant/Bar	3,000 SF	200	200
Terrace Restaurant/Bar	3,000 SF	200	200
Café	300 SF	30	30
Totals	6,300 SF	430	430
Per Room	25 SF		
<u>Amenities</u>			
<u>Property</u>	<u>In Room</u>		
Fitness Center	Walk In Shower		
Indoor Pool	Iron/Iron board		
Hot Tub	Minifridge		
Laundry Valet	Safe		
Parking Garage	Sofa Sleeper		
Ice Machine/Vending	Living Area		
<u>Potential Brands</u>			
<u>Sub-brand</u>	<u>Parent Brand</u>		
Marriott, Delta, Sheraton	Marriott		
Hilton, Embassy Suites	Hilton		
Hyatt Regency	Hyatt		

The potential guestrooms mix, as well as size and capacity of all the facilities are presented as estimates and standards for illustrative purposes based on comparable, prototypical, and market benchmarks. Upon final planning, the above estimates are likely to change.



Facilities Recommendations



Design and Layout

We recommend a traditional rectangular-shaped building to coincide with prototypical full-service conference hotel standards at minimum. There should be easy access to the front of the hotel for guest arrival and a separate entrance for conference attendees, and local food and beverage patrons. We recommend the ground level of the hotel to house the registration desk, administrative areas, a small business center, and an oversized lobby with a seamless transition to a restaurant space with a dedicated area for guests. This floor could also contain a cafe, sundry shop, as well as a boardroom. Based on market interviews, a rooftop or terrace level restaurant with views of the capital would make a successful upscale food and beverage outlet. The second floor should house the primary ballrooms and breakout spaces. The guest rooms will reside on the remaining floors along with the gym, laundry, and meeting rooms.

Parking

The site will include a new parking garage to replace the existing 600 space parking garage that currently services downtown. In conjunction with this market study, a parking study is being performed to create a shared parking model which will determine the optimal size of the new parking structure based on existing parking demand, increased demand due to the conference center & hotel, as well as increased demand due to induced downtown redevelopment.

Guest Rooms

The recommended room count of approximately 250 will mitigate the impact to the local market. The hotel is likely to induce a significant portion of demand into the local market as conference demand returns. While the recommended room count is less than some of the large conferences identified in interviews, it will allow the subject hotel to overflow and push demand out to the competitive market. This has the potential effect to uplift the market rather than cannibalize. The subject's guest rooms will be located on floors above the meeting facilities and should be accessible via interior corridors. Based on our knowledge of the full-service brands, each of the guest units should contain a coffee/tea maker, iron and ironing board, and a desk for writing/work with an ergonomic chair.

Meeting Facilities

A sizeable ballroom (15,000 – 20,000 SF) that can fit approximately 1,000 attendees in a banquet setting is recommended to attract the pent-up large conference demand indicated through market interviews. Furthermore, conferences, shows, and events which need to rent the entire ballroom would likely require all other meeting facilities (Junior Ballroom, breakout space) to accommodate multiple staging, registration, breakout sessions, etc. The Junior ballroom should be sized appropriately to handle various smaller groups and functions that occur on a more frequent basis.

Facilities Recommendations



The interviews indicated, as well as our understanding of various current needs in the meetings business, the dedicated breakout space is considered a key component to a successful event. Breakout space needs to be easily accessible with flexible configurations. Furthermore, the ballrooms should be divisible with partitions to create additional breakout space. Pre-functions space should serve as the transition to the different meeting venues. In the event of a rental of all rooms for single conference, the pre-function should be positioned in a manner to be absorbed into additional support/registration space.

There is a recent trend of re-invigorating hotel meeting space concepts by providing unique placemaking attributes and experiences. The space needs the latest in audio/visual technology and smart light features with flexibility to support various uses being theatre, classroom, social/galas/dance, entertainment, and other. Additionally, a number of meeting facilities should have windows and terraces incorporated into the programming element to provide flexible points of interest and natural lighting.

Food and Beverage Facilities

After review of the area dining establishments and interviews with key restaurateurs in the area, we recommend the Hotel feature unique but functional outlets that could create a community-driven experience. The hotel restaurant concept has typically been treated as a standard amenity rather than a feature due to operational inefficiencies. Recent trends in the hotel industry have been innovating in this space to re-establish the hotel restaurant as a destination feature for the facility. When successful, the dining facilities have the benefit of increasing F&B departmental income, as well as *indirectly* uplifting ADR in the guestrooms.

We recommend 2 or 3 F&B outlets. First, there should be a ground floor restaurant/bar and café space that function as a seamless transition into the lobby or a distinct area with clear visibility and access to the street. This space should be the primary breakfast and daytime dining establishment and should meet any brand-required standards. Due to the state government business, there is high demand for breakfast and lunch options as the Downtown activity upticks during mid weekday.

One example of a concept that re-defined the Hotel F&B offering is the Marriott Marquis McCormick Place in Chicago. This hotel incorporated a marketplace/food hall concept adjacent to the lobby bar offering multiple counter-service touch points, images are presented below. This model could potentially operate as a leased operation or a streamlined department with minimal staffing needs, allowing competitively priced breakfast and lunch options.



Facilities Recommendations



The other primary F&B facility should be the 'flagship' destination. A rooftop or terrace restaurant/bar. After interviews with various restaurateurs, there appears to be a vacuum of upscale dining offerings. Other than 2 or 3 upscale establishments like Grand Café and Madisons, most of the offerings are bars, grills, cafes, or fast-casual offerings. Multiple concepts were recommended such as a steakhouse or seafood. However, the venue should be iconic and benefit from views of the capital, river, and overall downtown area and it should be flexible to double as prized meeting and reception space. Having a rooftop/terrace F&B space converted into additional event space allows maximum flexibility in realizing revenues. In some cases, the highest revenue PSF of meeting space has been small intimate settings within rooftop/terrace venues.

O Bar - Ambassador Hotel, OKC



The Roof – Broadway Hotel, Columbia, MO



To fully realize a unique concept, we recommend commissioning an F&B consultant to establish an F&B program as the designing and planning of the building come to fruition. The examples presented before should be considered hypothetical and representative for illustrative purposes. For the purposes of this study, we have assumed the following.

- A Lobby Restaurant, Bar, and Café
- Terrace Signature Bar and Restaurant

Facilities Recommendations



Brand Recommendations

Based on the subject's location and current market, as well as the desire to host statewide groups and events, we recommend a full-service branded hotel. While local market's ADRs are generally not supportive of a full-service rate, the newest property, the Courtyard by Marriott has been able to maintain a healthy market lead. Due to competitive ADR achieved in the market and through market interviews, upscale full-service brands are recommended. Generally, these brands still accommodate full-service guests but feature slightly downscaled fixtures and fit outs relative to upper-upscale hotels that can be feasible in rate sensitive markets.

Amenities/Additional Services

Additional amenities at the subject should include valet parking, fitness center, valet laundry, a sundry/market shop, small business center, and an outdoor patio area.

Conclusion

The facilities discussed above will support the subject's intended use and market positioning as a mid to upscale, full-service hotel at the above-referenced location. The proposed hotel will be well-suited to successfully attract lost conference business and integrate into Downtown Jefferson City. With its newer facilities and contemporary design, as well as its affiliation with a major brand, the proposed hotel will be positioned to capture its fair share. Our market projections for the proposed subject assume the facilities, amenities, and services discussed herein will be provided.



Market Analysis



Market Analysis

Understanding the relationship between supply and demand is a critical component of any market study, particularly with respect to hotels. Unlike other property types, hotels essentially lease their rooms on a daily basis. While this characteristic allows for an immediate response to changes in market conditions, it also requires a high level of management intensity. There is an inverse relationship between occupancy and average daily rate (ADR) and raising or lowering rates typically has an immediate impact on room-nights sold. Effective management entails finding the proper balance that allows for the maximization of revenue.

In this section we first identify the subject property’s competitive set (e.g., those hotels that tend to compete for the same sources of demand). We then identify relevant demand sources, analyze historical growth patterns and assess the potential for growth (or lack thereof) in demand by segment. The result is a projection of future market performance. Lastly, we conclude with a projection of occupancy and ADR for the subject property, taking into consideration its competitive strengths and weaknesses relative to the overall market.

Some hotels are more directly competitive than others based on their locations, facilities, branding, etc. This disparity in the level of competitiveness can be handled in a number of ways. Some consultants assign a percentage to each property and include only a portion of their guest rooms in the competitive set. This technique, while theoretically sound, is highly subjective and the overall analysis can be extremely sensitive to the assumptions made. Alternatively, we chose to address this issue through our projected penetration rates. For example, the introduction of a new property that is only marginally competitive will have a limited impact on the subject property’s penetration level, whereas a directly competitive property will likely have a substantial effect. Regardless of the method employed, properly assessing the relationship between supply and demand and its impact on the subject property and market occupancy requires a level of professional judgment.

Summary of Competitive Properties

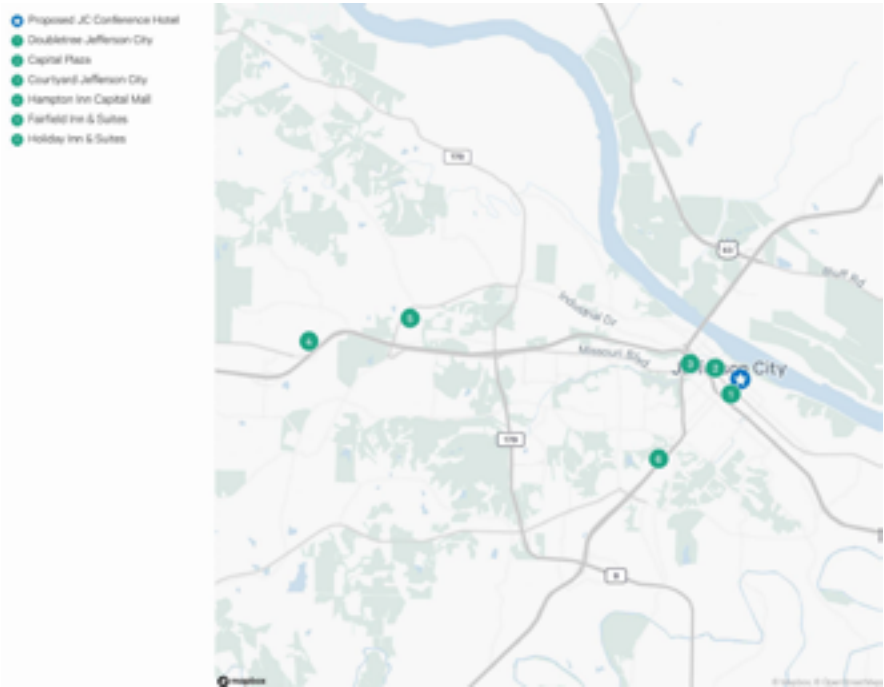
A summary of the subject’s competitive hotel set is illustrated in the following map and tables. These hotels were selected based on their similarities to the subject property in terms of general geographic location, size, price point, chain affiliation, services, facilities, and amenities offered.

During the course of our research and analysis, we attempted to obtain estimated occupancy, ADR, and market segmentation information for each of the competitive hotels. However, such information is not always readily provided, as hotels are often hesitant to share specific operating data which may be confidential to a potential competitor. This information is

Market Analysis



estimated to the best of our ability, based on interviews with competitive hotels, discussions with other knowledgeable hotel market professionals, and other sources.



Comp	STR ID	Property Name	City/State	No. Rooms	Open Date
Subject	0	Proposed JC Conference Hotel	Jefferson City, MO	250	Jun 2027
1	1543	DoubleTree by Hilton Hotel Jefferson City	Jefferson City, MO	151	Jun 1968
2	10634	Capitol Plaza Hotel	Jefferson City, MO	255	Aug 1987
3	70117	Courtyard Jefferson City	Jefferson City, MO	121	Dec 2020
4	37155	Hampton by Hilton Inn Jefferson City at Capital Mall	Jefferson City, MO	73	Oct 1998
5	37233	Fairfield Inn & Suites Jefferson City	Jefferson City, MO	83	Oct 1998
6	67743	Holiday Inn & Suites Jefferson City	Jefferson City, MO	131	Feb 2019

Jefferson City
Hotel & Conference Center
 Pre-Development Business Plan



Market Analysis

CBRE

Hotel	Proposed JC Conference Hotel (SUBJECT)	DoubleTree by Hilton Hotel Jefferson City	Capitol Plaza Hotel	Courtyard Jefferson City	Hampton by Hilton Inn Jefferson City at Capital Mall	Fairfield Inn & Suites Jefferson City	Holiday Inn & Suites Jefferson City
							
Address	E Capitol Ave	422 Monroe Street	415 W McCarty St	610 Bolivar St	4800 Country Club Drive	3621 West Truman Boulevard	1590 Jefferson Street
City, State	Jefferson City, MO	Jefferson City, MO	Jefferson City, MO	Jefferson City, MO	Jefferson City, MO	Jefferson City, MO	Jefferson City, MO
Year Built	-	1968	1987	2020	1998	1998	2019
Number of Rooms	250	151	255	121	73	84	131
Price Tier	Upper	Middle	Middle	Middle	Middle	Middle	Middle
Chain Scale	Upscale	Upscale	Upper Midscale	Upscale	Upper Midscale	Upper Midscale	Upper Midscale
Renovation Details							
Renovation Year	--	2011	Unknown				
Renovation Comments		The property converted to a Doubletree from a Holiday Inn. Currently, The interior of the hotel is in good condition but showing signs of a need for an interim refresh.	The Hotel facilities are in poor condition and appear to be lacking any major renovation since the 1990s. Overall, the facilities are in need of significant renovation.				
Meeting Space							
Total Meeting Space (SF)	36,000	8,152	22,756	6,245	0	0	1,930
Meeting Space Per Room (SF/RM)	144	54	89	52	0	0	15
Restaurant/Lounge							
Complimentary Breakfast	N	N	N	N	Y	Y	N
Bar / Lounge	Y	Y	Y	Y	N	N	Y
Amenities							
Conference Center	Y	N	Y	N	N	N	Y
Restaurant	Y	Y	Y	Y	N	N	Y

Source: STR Census Report; Compiled by CBRE



Market Analysis



The primary competitive set, excluding the subject, has a total of 814 rooms. The year-end 2023 occupancy and ADR achieved by these properties was estimated to be approximately 48.06% and \$126.65, respectively.

Additions/Deletions to Supply

Throughout our research, we did not identify any potential addition to supply.

While CBRE has made several attempts to determine the level of new hotel supply entering the marketplace, it is impossible to determine every hotel that will be developed in the future, when they will be completed, or their potential impact to the subject. Should any competitive supply additions occur beyond those listed above and the subject, the estimates of occupancy (and possibly ADR) contained herein would thus be affected and a revision might be required. ***The inherent risk of any future new hotel supply has been implicitly considered in the selection of a stabilized occupancy level for the subject property.***

Hotel Demand

Demand for hotel rooms is categorized in three ways:

1. Demonstrated Demand: the demand already captured at competitive hotels;
2. Induced Demand: the demand that does not presently seek accommodations in the competitive market but could be persuaded to do so through marketing efforts, room rates, facilities, services and amenities.
3. Displaced/Unsatisfied Demand: the demand that seeks accommodations in the market but is not satisfied due to one of a number of factors: sell-outs during peak season; lack of a particular type of accommodation; lack of meeting space; or high room rates.

Historical Performance of the Competitive Market

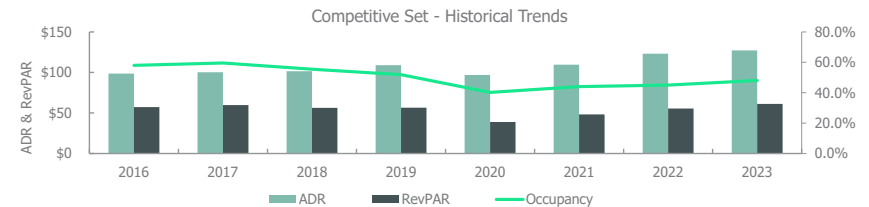
As noted, the preceding properties all compete for area lodging demand and are considered directly competitive with the subject. To more precisely identify hotel market trends, as they relate to the subject, CBRE has relied on a customized report prepared by STR, Inc., a national firm specializing in tracking hotel data.

The trends in room supply, occupancy, average daily rate, and room-night demand (defined as the number of occupied rooms) for the subject's competitive set are illustrated in the following table.

Market Analysis



Historical Market Performance STR Trend Competitive Properties									
Year	Room Night Supply	% Δ	Room Night Demand	% Δ	Market Occupancy	Average Daily Rate	% Δ	RevPAR	% Δ
2016	205,495	---	119,209	---	58.0%	\$98.63	---	\$57.22	---
2017	205,495	0.0%	122,398	2.7%	59.6%	\$100.29	1.7%	\$59.73	4.4%
2018	205,495	0.0%	113,961	-6.9%	55.5%	\$101.51	1.2%	\$56.29	-5.8%
2019	249,157	21.2%	129,245	13.4%	51.9%	\$108.99	7.4%	\$56.54	0.4%
2020	256,696	3.0%	103,141	-20.2%	40.2%	\$96.87	-11.1%	\$38.92	-31.2%
2021	297,110	15.7%	130,759	26.8%	44.0%	\$109.62	13.2%	\$48.24	23.9%
2022	297,110	0.0%	133,786	2.3%	45.0%	\$123.16	12.3%	\$55.46	15.0%
2023	297,110	0.0%	142,850	6.8%	48.1%	\$127.25	3.3%	\$61.18	10.3%
CAG *		5.4%		2.6%			3.7%		1.0%
Feb TTM 2022	297,110	---	131,663	---	44.3%	\$112.53	---	\$49.87	---
Feb TTM 2023	297,110	0.0%	136,467	3.6%	45.9%	\$123.60	9.8%	\$56.77	13.8%
Feb TTM 2024	297,110	0.0%	141,255	3.5%	47.5%	\$128.45	3.9%	\$61.07	7.6%
CAG *		0.0%		3.6%			6.8%		10.7%
Feb YTD 2021	48,026		17,840	---	37.1%	\$99.04	---	\$36.79	---
Feb YTD 2022	48,026	0.0%	18,744	5.1%	39.0%	\$120.02	21.2%	\$46.84	27.3%
Feb YTD 2023	48,026	0.0%	21,425	14.3%	44.6%	\$123.23	2.7%	\$54.98	17.4%
Feb YTD 2024	48,026	0.0%	19,830	-7.4%	41.3%	\$131.47	6.7%	\$54.28	-1.3%
CAGR *		0.0%		3.6%			9.9%		13.8%



* Compound Annual Growth Rate
 Source: STR Custom Trends Report

Prior to the COVID-19 Pandemic, occupancy was between 52% and 60% rounded. Post COVID, occupancy has been struggling to achieve pre-COVID levels. This is driven by the continued loss of conference demand in the market due to aging and inadequate facilities and the additional supply from the Courtyard.

Coming out of the Pandemic, the competitive market significantly pushed ADR to the \$120 range. Well above the previous peak of \$109, rounded, in 2019. Year to date through February is showing a continued increase in ADR for the competitive set. As a function of both Occupancy and ADR, RevPAR has been increasing exponentially coming out of the pandemic. Year to date February is showing a slight decrease in RevPAR driven by an occupancy decline over the two-month period. However, trailing twelve months through February 2024 is positive, indicating seasonality. Generally, occupancy below 65% indicates a market that could not support additional supply.



Market Analysis



However, the competitive set is being heavily impacted by some of the larger properties that are underperforming. After review of individual performance, the older full-service properties appear to be skewing the competitive set. The most recently built property is achieving an occupancy in the 70-percentile range and a market leading ADR and it is well over-penetrating the market in overall RevPAR. It’s likely that a new branded hotel and conference center could over penetrate the market as it brings in lost groups and conferences.

Demand Segmentation

In most markets, the lodging demand is generated from three different segments: Corporate, Group/Meeting and Leisure travelers. In some markets, a fourth classification may be present, such as extended stay, airline contract, government, university, or medical. For these purposes, Government demand is consolidated into Corporate. A breakdown of the overall market segments is illustrated in the following table.

Historical Demand Segmentation		
Segment	Competitive Set	
	2023 Demand	%
CORPORATE	77,729	54%
LEISURE	35,997	25%
GROUP	29,071	20%
Total	142,797	100%

Compiled by CBRE

The following analysis illustrates our projections of future demand growth for the local market by demand segment.

Corporate Demand Segment

The corporate demand segment consists of transient demand generated by vendors, service representatives, corporate executives and other visitors to area businesses, industries, and institutions. Transient government demand is also included here as it is the primary source of transient demand. Major corporate demand generators in the subject market area include the State Capital, various lobbying groups or government contractors, various offices, municipal, educational institutes, healthcare services, logistics, distribution, and manufacturing entities in the region.

Leisure Demand Segment

Leisure travelers generally include vacationers or travelers passing through the area. This category effectively includes all non-commercial related travelers too small to be defined as a group. This segment is typically attracted by a hotel's location relative to area attractions

Market Analysis



(including friends/relatives). During peak periods leisure/transient travelers may be generated throughout the week. But generally, this demand is likely to be concentrated on weekends. Leisure travelers tend to have a higher level of double occupancy and can be somewhat price sensitive. Key leisure demand in the area consists of various state capital tours, youth sports events, family visitations, and weekend getaways.

Meeting and Group Demand Segment

Meeting and group demand in the competitive set includes meetings held at individual properties which have meeting space. The group meeting market can be further delineated as follows:

- **Conventions:** Private groups or associations meeting to exchange ideas. National and regional associations generally prefer large markets with activities for spouses.
- **Conferences:** Small private groups conducting training sessions, sales presentations or exchanging ideas. Statewide professional and trade associations can be categorized as conference users as well. These events are typically held in hotels, although some of the larger ones may accrue to the convention center.
- **Assemblies:** These groups are typically large and usually require tiered seating. Examples are large religious events.
- **Trade Shows:** The primary purpose of a trade show is to bring buyers and sellers together within a particular industry. These events typically require large amounts of exhibit space. In general, trade show promoters try to attract as many participants as possible; accordingly, they are often held in major cities with extensive transportation networks and large populations.
- **Consumer Shows:** These events are organized to sell goods and/or services directly to the public and are usually space intensive. Most attendees are from the local area which serves to limit economic impact. Accordingly, few hotel room nights are generated.

Special Events: Most of these events are entertainment-oriented (e.g., athletic events, concerts, festivals, large banquets, etc.). Depending upon the event, a substantial number of room-nights can be generated. Major Jefferson City events include the following:



Market Analysis



Jefferson City Events - Sellout of Local Hotels			
Event	Dates	Estimated Attendance	Estimated Participants
Futsal Super Cup	Feb 2nd-4th	1,500	630
Lutheran Sports Assn Missouri Basketball	Feb 23-25	800	n/a
Missouri State Gymnastics	March 7-10	2,100	925
Missouri State Basketball Championships	March 15-17	1,500	650.0
Skills USA Missouri 2024	April 4-6	3,500	3,500
Missouri Presidents Cup	April 13-14	1,700	720.0
Shelby Fest	May 2-4	15,000	n/a
Lincoln University Commencement	May 11	10,000+	n/a
Missouri State High School Athleti	May 17 -18	9,264	2,316
Missouri State High School Athletic Assn State Track Championships 2nd weekend	May 24-25	6,500	1,798.0
Salute to America	July 4	13,900	n/a
Show Me State Air Show	September 13-14	6,500	n/a
Special Olympics Missouri Outdoor	October 11-13	2,500	1,000
Lincoln University Homecoming 2024	October 18-19	10,000+	n/a
Lutheran Sports Assn Missouri Vo	October 25-26	400	150

Source: Jefferson City CVB

Segmented Demand Growth Conclusions

In estimating demand growth for the subject’s market, we considered several factors. Market demand is expected to improve throughout the year in line with projected general economic growth trends. Group demand is anticipated to return around 2027 and 2028 due to the opening of the Subject hotel

Considering the above factors, we estimated a stabilized demand increase of 3% annually. For years 2027, 2028, and 2029, the group segment is project to increase at 4%, 7%, and 4%, respectively as the new Subject hotel facility compresses room nights into the other competitive hotels before returning 3% by 2030. Based on historic trends for the various demand

Market Analysis



segments, the state of the local and national economies, and conversations with local hotel operators in the marketplace, the applicable demand segments are projected to exhibit the following annual demand growth trends.

Annual Demand Growth Rates								
Segment	2024	2025	2026	2027	2028	2029	2030	2031 and beyond
CORPORATE	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
LEISURE	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
GROUP	3.0%	3.0%	3.0%	4.0%	7.0%	4.0%	3.0%	3.0%

Compiled by CBRE

Latent Demand

Latent demand represents potential room nights in the marketplace that is not being satisfied. It comes in two forms: induced demand and displaced demand.

Induced Demand

Induced demand represents room nights accruing to the market area due to the introduction of a new demand generator (such as a convention center or a major company), or the introduction of a new hotel that has distinct advantages over the existing competitors.

Based on the interviews, a significant portion of the subject’s demand will come from the return of conference and group demand to the market. We have estimated 60% to 70% of the subject’s demand will be induced from the previously turned away demand.

Market Demand Summary

Based on the preceding discussion of demand characteristics, expected growth rates, our projections of supply and demand are presented below, along with the resulting projection of market area occupancy.



Market Analysis



Projected Base Demand, Annual Growth, and Market-Wide Occupancy							
Competitive Set Year Ending 12/31/	2023	2024	2025	2026	2027	2028	2029
CORPORATE							
Annual Growth		3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Base Nightly Demand	213	219	226	233	240	247	254
Annual Room Nights	77,729	80,060	82,462	84,936	87,484	90,109	92,812
Induced Demand	-	-	-	-	2,078	3,621	3,730
Subtotal	77,729	80,060	82,462	84,936	89,562	93,730	96,542
LEISURE							
Annual Growth		3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Base Nightly Demand	99	102	105	108	111	114	118
Annual Room Nights	35,997	37,077	38,189	39,335	40,515	41,731	42,983
Induced Demand	-	-	-	-	2,078	3,621	3,730
Subtotal	35,997	37,077	38,189	39,335	42,593	45,352	46,712
GROUP							
Annual Growth		3.0%	3.0%	3.0%	4.0%	7.0%	4.0%
Base Nightly Demand	80	82	84	87	91	97	101
Annual Room Nights	29,071	29,943	30,842	31,767	33,038	35,350	36,764
Induced Demand	-	-	-	-	16,626	29,634	30,819
Subtotal	29,071	29,943	30,842	31,767	49,664	64,984	67,584
Totals							
CORPORATE	77,729	80,060	82,462	84,936	89,562	93,730	96,542
LEISURE	35,997	37,077	38,189	39,335	42,593	45,352	46,712
GROUP	29,071	29,943	30,842	31,767	49,664	64,984	67,584
Total Market Demand	142,798	147,081	151,493	156,038	181,820	204,066	210,838
Growth over Prior Year		3.0%	3.0%	3.0%	16.5%	12.2%	3.3%
Market Statistics							
Existing Rooms Supply	814	814	814	814	814	814	814
Proposed Rooms Supply	-	-	-	-	146	250	250
Total Available Room Nights	297,110	297,110	297,110	297,110	350,400	388,360	388,360
Growth over Prior Year		0.0%	0.0%	0.0%	17.9%	10.8%	0.0%
Accommodated Market Occupancy	48.1%	49.5%	51.0%	52.5%	51.9%	52.5%	54.0%

¹ After the base year, displaced demand grows at the respective segment's annual growth rate.

² If a market occupancy cap is used, accommodated market demand may not equal implied accommodated room night demand.

Source: CBRE

As shown in the table above, the accommodated market occupancy is forecast to remain stable based on year-to-date trends. The occupancy decrease in 2027 is attributed to the subject property entering the market. It is then anticipated to reach stabilization in 2029 at 54%, accounting for the additional groups and meeting business generated by the Subject Hotel's conference center.

Forecast of Occupancy and Average Daily Rate

The average daily rate and the overall occupancy of a lodging facility are the foundation for the property's financial performance. While a property's other revenue components (food and beverage, telephone, spa, other income, etc.) are crucial to the operation of the hotel, they are dependent on the overall number of occupied rooms. Furthermore, the occupancy and average daily rate of a hotel are highly correlated. In reality, one cannot make a projection of one

Market Analysis



without a projection of the other. Therefore, while we have made specific projections of occupancy, we have also considered the subject's positioned rate in our forecast.

To project the future occupancy levels of the subject, we estimated the level of patronage by market segment that can be reasonably captured (penetration). The extent to which the subject can capture demand from each market segment was estimated by performing a fair share penetration analysis.

A hotel's fair share is defined as the number of available rooms divided by the total supply of available rooms in the competitive market, including the subject.

Penetration

Penetration is the relationship between a market's fair share and its actual share of the overall demand. For example, a 100-room hotel would equate to 10% of a 1,000-room competitive set. If this hotel were to capture 10% of the overall lodging demand, it would penetrate the market by 100 percent.

Market penetration, or penetration rate, is the ratio of captured demand to fair share of demand. Factors indicating competitive advantages are typically reflected in penetration rates above 100 percent, while, conversely, competitive disadvantages are reflected in penetration rates below 100 percent. Actual penetration of each market segment by the subject may deviate from fair market share for many reasons, including the following:

- The competitive advantages or disadvantages of the hotel versus the competition taking into consideration such factors as age, location, room rate structure, chain affiliation, quality of management, marketing efforts, and image;
- The physical characteristics of the property, e.g., size, amenities, food & beverage outlets, meeting facilities, property condition, etc.
- Management objectives and marketing strategies.
- Capacity constraints of both the subject property and the market.

The estimated stabilized (2029) market penetration rates of the subject is illustrated as follows:

Proposed JC Conference Hotel 2029 Mix Of Demand And Market Penetration			
Market Segment	Room Nights	Ratio	Penetration
Corporate	19,855	33%	88%
Leisure	8,734	15%	80%
Group	31,590	52%	200%
Total	60,179	100%	122%

Compiled by CBRE



Market Analysis

CBRE

Corporate Penetration

The subject will under-penetrate in the Corporate segment as more room nights are allocated to the groups.

Leisure Penetration

The subject will under-penetrate in the Leisure segment due to the focus on group bookings and the higher price point as leisure demand is price sensitive.

Group Penetration

The subject will be the premier headquarter conference Hotel in the market. At this time, no other competitive property will be able to attract the groups that are anticipated to come to the market once the subject hotel and conference center opens. As such, it will be over-penetrating the local market significantly.

Total Penetration

The projections of captured penetration rates for the subject by demand segment along with the resulting projections of occupied room-nights are illustrated as follows:

Market Analysis

CBRE

Projected Subject Penetration Schedule					
Year Ending 12/31/	2027	2028	2029	2030	2031
Subject Property Fair Share					
Market Room Supply	960	1,064	1,064	1,064	1,064
Subject Avg. Room Count	146	250	250	250	250
Fair Share	15.2%	23.5%	23.5%	23.5%	23.5%
Room Nights Captured by Subject					
CORPORATE					
Fair Share	15.2%	23.5%	23.5%	23.5%	23.5%
Penetration Factor	85.0%	85.0%	88.0%	88.0%	88.0%
Market Share	12.9%	20.0%	20.7%	20.7%	20.7%
Demand	89,562	93,730	96,027	96,027	96,027
Capture	11,578	18,720	19,855	19,855	19,855
LEISURE					
Fair Share	15.2%	23.5%	23.5%	23.5%	23.5%
Penetration Factor	78.0%	79.0%	80.0%	80.0%	80.0%
Market Share	11.9%	18.6%	18.8%	18.8%	18.8%
Demand	42,593	45,352	46,463	46,464	46,464
Capture	5,053	8,418	8,734	8,734	8,734
GROUP					
Fair Share	15.2%	23.5%	23.5%	23.5%	23.5%
Penetration Factor	190.0%	195.0%	200.0%	200.0%	200.0%
Market Share	28.9%	45.8%	47.0%	47.0%	47.0%
Demand	49,664	64,984	67,223	67,224	67,224
Capture	14,351	29,774	31,590	31,590	31,590
Total Capture	30,981	56,912	60,179	60,179	60,179
Subject Occupancy	58.1%	62.4%	65.9%	65.9%	65.9%
Penetration as % of Fair Market Share	112.0%	118.7%	122.1%	122.1%	122.1%

Compiled by CBRE

The subject is projected to open in June 2027 and achieve a rounded 58% occupancy for the partial calendar year. It will ramp to 62% in year 2 (2028), the first full year of operation. We project a rounded 66% as the stabilized occupancy for the subject in 2029. This is roundly 4 percentage points below the occupancy leader in the market, the 121-room Courtyard. Since the subject is a 250-room hotel, it will be one of the largest properties in the market, therefore it is reasonable to position occupancy below the market leader. The stabilized occupancy figure is intended to be an average figure over the projected holding period.

Conversion to a Fiscal Year

The proposed Subject hotel will open June 1, 2027. The first full operating year will be the year ending May 31, 2028. The following table presents the previous estimates of occupancy in calendar years converted to the fiscal year beginning June 1, 2027, the first full year of the projected cash flows.

Jefferson City Hotel & Conference Center Pre-Development Business Plan



Market Analysis

CBRE

Subject Property Estimated Occupancy Adjusted to Projection Dates										
Year Ending 12/31/	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Room Nights Captured	---	0	0	0	30,981	56,912	60,179	60,179	60,179	60,179
Available Room Nights	---	0	0	0	53,290	91,250	91,250	91,250	91,250	91,250
Potential Subject Occupancy	---	0.0%	0.0%	0.0%	58.1%	62.4%	65.9%	65.9%	65.9%	65.9%
Rounded Occupancy	---	0%	0%	0%	58%	62%	66%	66%	66%	66%
Overall Potential Subject Market Share	---	0%	0%	0%	17%	28%	29%	29%	29%	29%
Overall Potential Subject Penetration	---	0%	0%	0%	112%	119%	122%	122%	122%	122%

Adjusted to Fiscal Year Ending 5/31/	2028	2029	2030	2031	2032	2033	2034	2035	2036
First Year %	58%	58%	58%	58%	58%	58%	58%	58%	58%
Second Year %	42%	42%	42%	42%	42%	42%	42%	42%	42%
Adjusted Room Nights Accommodated	54,884	58,284	60,179	60,179	60,179	60,179	60,179	60,179	60,179
Projection Period Fiscal Year Occupancy	60.1%	63.9%	65.9%	65.9%	65.9%	65.9%	65.9%	65.9%	65.9%
Rounded Occupancy	60%	64%	66%	66%	66%	66%	66%	66%	66%
Overall Market Occupancy	52%	53%	54%	54%	54%	54%	54%	54%	54%
Overall Market Share	22%	28%	29%	29%	29%	29%	29%	29%	29%
Overall Penetration	115%	120%	122%	122%	122%	122%	122%	122%	122%
Captured Room Nights	54,750	58,400	60,225	60,225	60,225	60,225	60,225	60,225	60,225

Compiled by CBRE

Average Daily Rate

As noted previously, one of the most important considerations in deriving an opinion of market feasibility of a hotel is its forecast of a supportable Average Daily Rate (ADR). The ADR of a hotel can be calculated by dividing the total rooms revenue by the total number of occupied rooms achieved during a specified period of time.

Subject's Competitive Positioning

Although the forecast of average daily rate follows the discussion of future occupancy, these two figures are highly correlated, and one cannot make projections of occupancy without specific assumptions of ADR. This relationship is defined by RevPAR, or Revenue Per Available Room. Theoretically, for example, if a lodging property's ADR increases substantially (with no market influencing factors), its occupancy would decrease. Conversely, if a property's ADR decreases, an increase in occupancy would be anticipated. In each instance, RevPAR would remain unchanged.

After review of proprietary data and interviews, the competitive set properties suggest an ADR range of approximately \$75 to \$160, as of 2023. Furthermore, the weighted average for the market, excluding the subject, was estimated at \$126.65 in 2023.

As previously discussed, the subject is considered to have upscale brand positioning and be a flagship property in the market bringing significant group demand to the market. As such, we assume the property will be a rate leader in the market and positioned at \$150, as if it were open and stabilized in 2023. New properties often offer discounted rates to build a market reputation. As such in year 1 (2027) and year 2 (2028), ADR was discounted by 5% and 2%,

Market Analysis

CBRE

respectively. Since this is within the market range and takes into consideration the recommended facilities, branding, and location, we consider this positioning reasonable.

As shown previously, the market data provided by Smith Travel Research for the subject's competitive lodging market show that ADR increased at an average annual rate of 3.7% between 2016 and 2023. ADR also increased significantly in 2021 and 2022 as well as a slight increase in 2023. Furthermore, year to date through February is indicating a year of significant ADR gains.

Considering all of these factors, the market ADR is estimated to increase 5% in the base year and stabilize at 3% in 2025. We assume the subject's ADR would follow a similar trajectory to the market as if it were open.

The calendar year and fiscally adjusted projections of ADR growth for the competitive market and the subject are illustrated in the following table.

Competitive Market & Subject's Calendar Year and Fiscally Adjusted ADR Estimates									
Competitive Set Average Including Subject (Calendar Year 2023)							\$127.25		
Calendar Year	% Growth	Indicated ADR	Constant 2023 Dollars	Fiscal Yr Ending 05/31	% Growth	Indicated ADR			
2024	5.0%	\$133.61	\$129.72	2024	2.07%	\$129.88			
2025	3.0%	\$137.62	\$129.72	2025	4.17%	\$135.30			
2026	3.0%	\$141.75	\$129.72	2026	3.00%	\$139.36			
2027	3.0%	\$146.00	\$129.72	2027	3.00%	\$143.54			
2028	3.0%	\$150.38	\$129.72	2028	3.00%	\$147.84			
2029	3.0%	\$154.89	\$129.72	2029	3.00%	\$152.28			
2030	3.0%	\$159.54	\$129.72	2030	3.00%	\$156.85			
2031	3.0%	\$164.32	\$129.72	2031	3.00%	\$161.55			
2032	3.0%	\$169.25	\$129.72	2032	3.00%	\$166.40			
2033	3.0%	\$174.33	\$129.72	2033	3.00%	\$171.39			

Subject's Positioned ADR (Calendar Year 2023)							\$150.00			
Calendar Year	% Growth	Indicated ADR	Constant 2023 Dollars	As Complete: Fiscal Yr Ending 05/31	% Growth	Indicated ADR	Discount	Adj. ADR	Index	
2024	5.0%	\$157.50	\$152.91	2024	2.07%	\$153.10				
2025	3.0%	\$162.23	\$152.91	2025	4.17%	\$159.49	0.0%	\$159.49	117.9%	
2026	3.0%	\$167.09	\$152.91	2026	3.00%	\$164.28	0.0%	\$164.28	117.9%	
2027	3.0%	\$172.10	\$152.91	2027	3.00%	\$169.20	5.0%	\$160.74	112.0%	
2028	3.0%	\$177.27	\$152.91	2028	3.00%	\$174.28	2.0%	\$170.79	115.5%	
2029	3.0%	\$182.59	\$152.91	2029	3.00%	\$179.51	0.0%	\$179.51	117.9%	
2030	3.0%	\$188.06	\$152.91	2030	3.00%	\$184.89	0.0%	\$184.89	117.9%	
2031	3.0%	\$193.71	\$152.91	2031	3.00%	\$190.44	0.0%	\$190.44	117.9%	
2032	3.0%	\$199.52	\$152.91	2032	3.00%	\$196.15	0.0%	\$196.15	117.9%	
2033	3.0%	\$205.50	\$152.91	2033	3.00%	\$202.04	0.0%	\$202.04	117.9%	

Compiled by CBRE

We assume the property will open with discounted introductory rates in years 1 and 2. Our projections result in an ADR index for the subject of 112.0% in the first projection year and a stabilized ADR index of 117.9%. These estimates are considered reasonable based on the subject's brand positioning, location, amenities, and age/condition relative to its competitors.



Market Analysis



Conclusion

The subject’s occupancy, ADR, RevPAR, Revenue Yield and corresponding room revenue for the first several years of our projection analysis are illustrated as follows:

Occupancy, ADR, and Rooms Revenue Conclusions				
Fiscal Year Ending 5/31/	Stab'd Year			
	2028	2029	2030	2031
Avg. Available Rooms	250	250	250	250
Annual Room Nights	91,250	91,250	91,250	91,250
Occupancy	60%	64%	66%	66%
Occupied Rooms	54,750	58,400	60,225	60,225
ADR	\$170.79	\$179.51	\$184.89	\$190.44
RevPAR	\$102.48	\$114.89	\$122.03	\$125.69
RevPAR Growth	---	12.1%	6.2%	3.0%
Revenue Yield	132.8%	141.9%	144.1%	144.1%
Total Rooms Revenue	\$9,351,006	\$10,483,305	\$11,135,236	\$11,469,293

Source: CBRE

Our projections include a sustainable occupancy and market supported ADR. The stabilized revenue yield for the subject of 144.1% is considered reasonable based on the subject’s brand positioning, location, amenities, and age/condition relative to local competitors.

As an additional test of reasonableness, regional hotel and conference/convention centers were analyzed as a benchmark. The properties were selected based on their facilities, branding, location, types of group demand and/or the available data. The conclusions for the subject hotel fall within the range of these additional benchmark properties. The table below summarizes the 2023 performance of the select benchmark hotels.

Market Analysis



Regional Conference/Convention Hotels				
Hotel		Rooms	Meeting Space	Meeting Space Per Room
Hyatt Regency Saint Louis Riverfront	St. Louis	910	56,554	62
Westin Crown Center	Kansas City	724	62,631	87
Marriott St. Louis Grand	St. Louis	917	54,871	60
Marriott Kansas City Downtown	Kansas City	983	72,589	74
Margaritaville Lake of the Ozarks	Osage Beach	507	76,000	150
InterContinental Kansas City	Kansas City	371	29,000	78
The Skirvin OKC	Oklahoma City	225	16,982	75
Chateau on the Lake	Branson	301	53,000	176
Omni Oklahoma City	Oklahoma City	605	76,000	126
Live! By Loews	St Louis	216	10,500	49
Total/Avg		5,759	508,127	88
2023 Performance		Weighted Average	Min	Max
ADR		\$172.92	\$159.44	\$204.60
Occupancy		58.5%	51.9%	70.9%
RevPAR		\$101.24	\$83.54	\$125.83
Subject (As if Open in 2023)				
ADR		\$150.00		
Occupancy		66.0%		
RevPAR		\$99.00		

Source: CBRE Hotels, Hotel Website

Based on the foregoing analysis, the indicated occupancy and ADR figures are achievable. Although it is possible that the subject will experience growth in occupancy and ADR above those estimated in this report, it is also possible that sudden economic downturns, unexpected additions to rooms supply, or other external factors will force the property below the selected point of stability. Consequently, the estimated occupancy and ADR levels are representative of the most likely potential operations of the subject over the projected holding period based on our analysis of the market as of the date of this market study.



Pages 35-56 of this document are redacted and closed under Sec. 610.021(12) RSMo., in that redacted and closed portions are related to a negotiated contract



Assumptions and Limiting Conditions

1. The Terms and Conditions herein are part of an assignment agreement (the "Agreement") for consulting services ("Services") between CBRE, Inc. ("CBRE") and the client signing this Agreement and for whom the Services will be performed (the "Client") for the property identified herein (the "Property") and shall be deemed a part of such Agreement as though fully set forth therein. In addition, with respect to any report prepared by CBRE pursuant to the Agreement (the "Report"), any use of, or reliance on, the Report by any Intended User constitutes acceptance of these Terms and Conditions as well as acceptance of all qualifying statements, limiting conditions, and assumptions stated in the Report. The Agreement shall be governed and construed by the laws of the state where the CBRE office executing this Agreement is located without regard to conflicts of laws principles.
2. Client shall be responsible for the payment of all fees stipulated in this Agreement. Payment of the fees and preparation of the Report are not contingent upon any predetermined value or on any action or event resulting from the analyses, opinions, conclusions, or use of the Report. Final payment is due as provided in the Proposal Specifications Section of this Agreement. If a draft Report is requested, the fee is considered earned upon delivery of the draft Report. It is understood that the Client may cancel this assignment in writing at any time prior to delivery of the completed Report. In such event, the Client is obligated to pay CBRE for the time and expenses incurred (including, but not limited to, travel expenses to and from the job site) prior to the effective date of cancellation, with a minimum charge of \$500. Hard copies of the Reports are available at a cost of \$250 per original color copy and \$100 per photocopy (black and white), plus shipping fees of \$30 per Report.
3. If CBRE is subpoenaed or ordered to give testimony, produce documents or information, or otherwise required or requested by Client or a third party to participate in meetings, phone calls, conferences, litigation or other legal proceedings (including preparation for such proceedings) because of, connected with or in any way pertaining to this engagement, the Consulting Report, the CBRE's expertise, or the Property, Client shall pay CBRE's additional costs and expenses, including but not limited to CBRE's attorneys' fees, and additional time incurred by CBRE based on CBRE's then-prevailing hourly rates and related fees. Such charges include and pertain to, but are not limited to, time spent in preparing for and providing court room testimony, depositions, travel time, mileage and related travel expenses, waiting time, document review and production, and preparation time (excluding preparation of the Consulting Report), meeting participation, and CBRE's other related commitment of time and expertise. Hourly charges and other fees for such participation will be provided upon request. In the event Client requests additional consulting services beyond the scope and purpose stated in the Agreement, Client agrees to pay additional fees for such services and to reimburse related expenses, whether or not the completed report has been delivered to Client at the time of such request.
4. CBRE shall have the right to terminate this Agreement at any time for cause effective immediately upon written notice to Client on the occurrence of fraud or the willful misconduct of Client, its employees or agents, or without cause upon 5 days written notice.
5. In the event Client fails to make payments when due then, from the date due until paid, the amount due and payable shall bear interest at the maximum rate permitted in the state where the office is located for the CBRE executing the Agreement. **EACH PARTY, AFTER HAVING THE OPPORTUNITY TO CONSULT WITH COUNSEL OF ITS CHOICE, KNOWINGLY AND VOLUNTARILY, WAIVES ANY RIGHT TO TRIAL BY JURY IN THE EVENT OF LITIGATION IN ANY WAY RELATED TO THIS AGREEMENT.**
6. CBRE assumes there are no major or significant items or issues affecting the Property that would require the expertise of a professional building contractor, engineer, or environmental consultant for CBRE to prepare a valid report hereunder. Client acknowledges that such additional expertise is not covered in the fee and agrees that, if such additional expertise is required, it shall be provided by others at the discretion and direction of the Client, and solely at Client's additional cost and expense.
7. Client acknowledges that CBRE is being retained hereunder as an independent contractor to perform the Services described herein and nothing in this Agreement shall be deemed to create any other relationship between Client and CBRE. Unless otherwise stated in this Agreement, Client shall not

designate or disclose CBRE or any of its agents or employees as an expert or opinion witness in any court, arbitration, or other legal proceedings without the prior written consent of CBRE.

8. This assignment shall be deemed concluded and the Services hereunder completed upon delivery to Client of the Report discussed herein.
9. All statements of fact in the report which are used as the basis of the CBRE's analyses, opinions, and conclusions will be true and correct to CBRE's actual knowledge and belief. CBRE does not make any representation or warranty, express or implied, as to the accuracy or completeness of the information or the condition of the Property furnished to CBRE by Client or others. TO THE FULLEST EXTENT PERMITTED BY LAW, CBRE DISCLAIMS ANY GUARANTEE OR WARRANTY AS TO THE OPINIONS AND CONCLUSIONS PRESENTED ORALLY OR IN ANY CONSULTING REPORT, INCLUDING WITHOUT LIMITATION ANY WARRANTY OF FITNESS FOR ANY PARTICULAR PURPOSE EVEN IF KNOWN TO CBRE. Furthermore, the conclusions and any permitted reliance on and use of the Consulting Report shall be subject to the assumptions, limitations, and qualifying statements contained in the report.
10. CBRE shall have no responsibility for legal matters, including zoning, or questions of survey or title, soil or subsoil conditions, engineering, or other similar technical matters. The report will not constitute a survey of the Property analyzed.
11. Client shall provide CBRE with such materials with respect to the assignment as are requested by CBRE and in the possession or under the control of Client. Client shall provide CBRE with sufficient access to the Property to be analyzed, and hereby grants permission for entry unless discussed in advance to the contrary.
12. The data gathered in the course of the assignment (except data furnished by Client, "Client Information") and the Report prepared pursuant to the Agreement are, and will remain, the property of CBRE. With respect to Client Information provided by Client, CBRE shall not violate the confidential nature of the appraiser-client relationship by improperly disclosing any confidential and proprietary Client Information furnished to CBRE. Notwithstanding the foregoing to the contrary, CBRE is authorized by Client to disclose all or any portion of the Report and related data as may be required by applicable law, statute, government regulation, legal process, or judicial decree, including to appropriate representatives of the Appraisal Institute if such disclosure is required to enable CBRE or its employees and agents to comply with the Bylaws and Regulations of the Appraisal Institute as now or hereafter in effect.
13. Unless specifically noted, in preparing the Report CBRE will not be considering the possible existence of asbestos, PCB transformers, or other toxic, hazardous, or contaminated substances and/or underground storage tanks (collectively, "Hazardous Materials") on or affecting the Property, or the cost of encapsulation or removal thereof. Further, Client represents that there are no major or significant repairs, improvements or deferred maintenance of the Property that would require the expertise of a professional cost estimator, engineer, architect or contractor. If any such repairs, improvements or maintenance are needed, the estimates for such repairs, improvements or maintenance are to be prepared by other parties pursuant to a separate written agreement in Client's sole discretion and direction, and are not deemed part of the Services or otherwise covered as part of the fee hereunder.
14. In the event Client intends to use the Report in connection with a tax matter, Client acknowledges that CBRE provides no warranty, representation or prediction as to the outcome of such tax matter. Client understands and acknowledges that any relevant taxing authority (whether the Internal Revenue Service or any other federal, state or local taxing authority) may disagree with or reject the Report or otherwise disagree with Client's tax position, and further understands and acknowledges that the taxing authority may seek to collect additional taxes, interest, penalties or fees from Client beyond what may be suggested by the Report. Client agrees that CBRE shall have no responsibility or liability to Client or any other party for any such taxes, interest, penalties or fees and that Client will not seek damages or other compensation from CBRE relating to any such taxes, interest, penalties or fees imposed on Client, or for any attorneys' fees, costs or other expenses relating to Client's tax matters.
15. LIMITATION OF LIABILITY. NOTWITHSTANDING ANY PROVISION OF THIS AGREEMENT TO THE CONTRARY:
 - (A) EXCEPT TO THE EXTENT ARISING FROM SECTION 16, OR SECTION 17 IF APPLICABLE, IN NO EVENT SHALL EITHER PARTY OR ANY OF ITS AFFILIATES, OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, OR CONTRACTORS BE LIABLE TO THE OTHER PARTY, FOR ANY LOST OR PROSPECTIVE PROFITS OR ANY OTHER INDIRECT, CONSEQUENTIAL, SPECIAL, INCIDENTAL, PUNITIVE, INDIRECT OR OTHER EXEMPLARY LOSSES OR DAMAGES, WHETHER BASED IN CONTRACT, WARRANTY, INDEMNITY,



NEGLIGENCE, STRICT LIABILITY OR OTHER TORT OR OTHERWISE, REGARDLESS OF THE FORESEEABILITY OR THE CAUSE THEREOF.

- (B) EXCEPT TO THE EXTENT ARISING FROM SECTION 16, OR SECTION 17 IF APPLICABLE, AGGREGATE DAMAGES IN CONNECTION WITH THIS AGREEMENT FOR EITHER PARTY (EXCLUDING THE OBLIGATION TO PAY THE FEES AND COSTS REQUIRED HEREUNDER) SHALL NOT EXCEED THE GREATER OF THE TOTAL FEES PAYABLE TO CBRE UNDER THIS AGREEMENT OR TEN THOUSAND DOLLARS (\$10,000).
 - (C) CBRE SHALL HAVE NO LIABILITY WITH RESPECT TO ANY LOSS, DAMAGE, CLAIM OR EXPENSE INCURRED BY OR ASSERTED AGAINST CLIENT ARISING OUT OF, BASED UPON OR RESULTING FROM CLIENT'S OR ANY INTENDED USER'S FAILURE TO PROVIDE ACCURATE OR COMPLETE INFORMATION OR DOCUMENTATION PERTAINING TO ANY SERVICES OR REPORT ORDERED UNDER OR IN CONNECTION WITH THIS AGREEMENT, INCLUDING CLIENT'S OR ANY INTENDED USER'S FAILURE, OR THE FAILURE OF ANY OF CLIENT'S OR ANY INTENDED USER'S RESPECTIVE OFFICERS, DIRECTORS, MEMBERS, PRINCIPALS, AGENTS OR EMPLOYEES, TO PROVIDE A COMPLETE AND ACCURATE COPY OF THE REPORT TO ANY THIRD PARTY. CBRE SHALL HAVE NO LIABILITY WHATSOEVER FOR REPORTS OR DELIVERABLES THAT ARE SUBMITTED IN DRAFT FORM.
 - (D) THE LIMITATIONS OF LIABILITY IN SUBSECTIONS 15(A) AND 15(B) ABOVE SHALL NOT APPLY IN THE EVENT OF A FINAL FINDING BY A COURT OF COMPETENT JURISDICTION THAT SUCH LIABILITY IS THE RESULT OF A PARTY'S FRAUD OR WILLFUL MISCONDUCT.
16. Client shall not disseminate, distribute, make available or otherwise provide any Report prepared hereunder to any third party (including without limitation, incorporating or referencing the Report, in whole or in part, in any offering, including, but not limited to any offering of the Property or any securities offering as defined by applicable law, or other material intended for review by other third parties) except (i) to any third party (a) identified in the Agreement as an Intended User subject to the terms and conditions of this Agreement or (b) otherwise expressly acknowledged in a separate writing executed by CBRE, such third party and Client, setting forth that such third party is an "Intended User" of the Report and providing CBRE with an acceptable release from such third party with respect to such Report or wherein Client provides acceptable indemnity protections to CBRE against any claims resulting directly from the distribution of the Report to such third party; (ii) to any third party service provider (including accountants, attorneys, rating agencies and auditors) using the Report in the course of providing Services for the sole benefit of an Intended User and limited to the Intended Use of the Report as defined in this Agreement, or (iii) to the extent required by applicable law, statute, government regulation, legal process, or judicial decree.
- (b) In the event CBRE consents, in writing, to Client incorporating or referencing the Report in any offering or other materials intended for review by other parties, Client shall not distribute, file, or otherwise make such other materials available to any such parties unless and until Client has provided CBRE with complete copies of such offering or other materials and CBRE has approved the inclusion of the Report, or reference to the Report and/or CBRE, in such offering and other materials in writing. Further, CBRE's consent to such inclusion of the Report, or reference to the Report and/or CBRE, in any securities offering is subject to (i) CBRE's and CBRE's securities counsel's review and approval, in writing, of any inclusion of the Report, or reference to the Report and/or CBRE, in such securities offering; (ii) Client shall not modify the Report, any such inclusion of or reference to the Report and/or CBRE in such securities offering once approved by CBRE and its securities counsel in writing; and (iii) Client shall reimburse CBRE for its out-of-pocket costs and expenses, including attorneys' fees, arising from legal review of such securities offering and related materials on CBRE's behalf.
 - (c) In the absence of satisfying the conditions of this Section 16 with respect to any party who is not designated as an Intended User, in no event shall the receipt of a Report by such party extend any right to the party to use and rely on such Report, and CBRE shall have no liability for such unauthorized use and reliance on any Report.
 - (d) In the event Client breaches the provisions of this Section 16, Client shall indemnify, defend and hold CBRE and its affiliates and their officers, directors, employees, contractors, agents and other representatives (CBRE and each of the foregoing an "Indemnified Party" and collectively the "Indemnified Parties"), fully harmless from and against all losses, liabilities, damages and expenses (collectively, "Damages") claimed against, sustained or incurred by any Indemnified Party arising out of or in connection with such breach, regardless of any negligence on the part of any Indemnified Party in preparing the Report.

- 17. In the event Client incorporates or references the Report, in whole or in part, in any offering, including, but not limited to any offering of the Property or any securities offering as defined by applicable law, or other material intended for review by other parties, Client shall indemnify, defend and hold each of the Indemnified Parties harmless from and against any Damages in connection with (i) any transaction contemplated by this Agreement or in connection with the Report or the engagement of or performance of Services by any Indemnified Party hereunder, (ii) any Damages claimed by any user or recipient of the Report, whether or not an Intended User, (iii) any actual or alleged untrue statement of a material fact, or the actual or alleged failure to state a material fact necessary to make a statement not misleading in light of the circumstances under which it was made with respect to all information furnished to any Indemnified Party or made available to a prospective party to a transaction, or (iv) an actual or alleged violation of applicable law by an Intended User (including, without limitation, securities laws) or the negligent or intentional acts or omissions of an Intended User (including the failure to perform any duty imposed by law); and will reimburse each Indemnified Party for all reasonable fees and expenses (including fees and expenses of counsel) (collectively, "Expenses") as incurred in connection with investigating, preparing, pursuing or defending any threatened or pending claim, action, proceeding or investigation (collectively, "Proceedings") arising therefrom, and regardless of whether such Indemnified Party is a formal party to such Proceeding. Client agrees not to enter into any waiver, release or settlement of any Proceeding (whether or not any Indemnified Party is a formal party to such Proceeding) without the prior written consent of CBRE (which consent will not be unreasonably withheld or delayed) unless such waiver, release or settlement includes an unconditional release of each Indemnified Party from all liability arising out of such Proceeding.
- 18. Time Period for Legal Action. Unless the time period is shorter under applicable law, except in connection with Section 16 and Section 17, CBRE and Client agree that any legal action or lawsuit by one party against the other party or its affiliates, officers, directors, employees, contractors, agents, or other representatives, whether based in contract, warranty, indemnity, negligence, strict liability or other tort or otherwise, relating to (a) this Agreement, (b) any Services or Reports under this Agreement or (c) any acts or conduct relating to such Services or Reports, shall be filed within two (2) years from the date of delivery to Client of the Report to which the claims or causes of action in the legal action or lawsuit relate. The time period stated in this section shall not be extended by any incapacity of a party or any delay in the discovery or accrual of the underlying claims, causes of action or damages.
- 19. Miscellaneous.
 - (a) This Agreement contains the entire agreement and understanding of the parties with respect to the subject matter hereof. This Agreement may not be amended, modified or discharged, nor may any of its terms be waived except by written agreement of both parties. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. A signed copy of this Agreement transmitted by facsimile, email, or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original executed copy of this Agreement for all purposes.
 - (b) Neither party shall assign this Agreement in whole or in part (other than by operation of law) to any person or entity without the prior written consent of the other party. Subject to the foregoing, this Agreement and all of its provisions shall be binding upon and shall inure to the benefit of the parties and their respective successors and permitted assigns.
 - (c) No consent or waiver, either expressed or implied, by a party to or of any breach or default, shall be construed to be a consent or waiver to or of any other breach or default in the performance of any obligations hereunder. Failure of a party to complain or declare the other party in default shall not constitute a waiver by such party of rights and remedies hereunder.
 - (d) Except as hereinafter provided, no delay or failure in performance by a party shall constitute a default hereunder to the extent caused by Force Majeure. Unless the Force Majeure substantially frustrates performance of the Services, Force Majeure shall not operate to excuse, but only to delay, performance of the Services. If Services are delayed by reason of Force Majeure, CBRE promptly shall notify Client. Once the Force Majeure event ceases, CBRE shall resume performance of the Services as soon as possible. As used herein, "Force Majeure" means any event beyond the control of the Party claiming inability to perform its obligations and which such Party is unable to prevent by the exercise of reasonable diligence, including, without limitation, the combined action of workers, fire, acts of terrorism, catastrophes, changes in laws, condemnation of property, governmental actions or delays, national emergency, war, civil disturbance, floods, unusually severe weather conditions, endemic or pandemic, or other acts of God. Inability to pay



or financial hardship shall not constitute Force Majeure regardless of the cause thereof and whether the reason is outside a party's control.

- (e) The parties acknowledge that CBRE or an affiliate may be involved in representing other parties in real estate transactions involving Client or its affiliates or involved in the ownership or management of the Property. If, at any time, any CBRE personnel performing the Services hereunder actually becomes aware that Client is involved in any material way in any proposed transaction whereby CBRE or an affiliate represents any other party to that transaction, CBRE agrees to notify Client promptly upon discovering such facts. In the event of a conflict between CBRE's engagement by Client under this Agreement with respect to such transaction and the obligations of CBRE or its affiliate to another party with respect to such transaction, at Client's request, CBRE shall establish appropriate internal procedures and confidentiality barriers to prevent any communication or collusion between those employees of CBRE or CBRE's affiliates who represent parties in such transactions in which such a conflict of interest may exist, or Client may require that CBRE cancel this assignment with respect to such transaction.
- (f) Any provision of this Agreement that, by its language, contemplates performance or observation subsequent to any termination or expiration of this Agreement shall survive such termination or expiration and shall continue in full force and effect.
- (g) If any provision of this Agreement, or application thereof to any person or circumstance, shall to any extent be invalid, then such provision shall be modified, if possible, to fulfill the intent of the parties reflected in the original provision. The remainder of this Agreement, or the application of such provision to person or circumstance other than those as to which it is held invalid, shall not be affected thereby, and each provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.



PARKING STUDY

While the city’s decision to replace the Madison Street parking garage presents an exceptional opportunity for this redevelopment project, it also brings the challenges of increased parking demand and accommodating existing demand during construction. Planning for the parking needs of the project demands a precise understanding of where, when, and how parking needs will evolve throughout the project. To ensure alignment of the parking supply with the existing parking demand, the demand generated by the project, as well as the impacts to parking supply during construction, a comprehensive parking study is necessary to:

- Identify the existing parking supply within the downtown area including on-street as well as public and private parking lots.
- Assess existing parking usage by collecting data during peak usage periods.
- Estimate the parking demand that will be generated by the planned development.
- Recommend the number of parking spaces necessary in the new parking garage.
- Determine the loss of available parking spaces during construction.
- Analyze the impact of lost parking spaces and recommend strategies to mitigate those impacts.

Fishbeck and SP Plus were tasked with performing the parking study for this project.

Fishbeck began by determining the existing parking supply within the study area and collecting data to determine the existing parking occupancy. Occupancy data was collected during morning and afternoon hours on Tuesday April 9 and Wednesday April 10, 2024, during the 2024 legislative session. The results of the occupancy study for the entire study area, as well as the isolated results for the project site, are summarized below:

Peak Observed Parking Demand – Study Area			
	Parking Supply	Spaces Occupied	Occupancy %
Off Street – Private	1,438	767	53%
Off Street – Public	911	564	62%
On Street Parking	516	245	47%
Study Area Total	2,865	1,576	55%

Peak Observed Parking Demand – Project Site			
	Parking Supply	Spaces Occupied	Occupancy %
News Tribune Lots	59	41	69%
Madison St. Garage	593	383	65%
Project Site Total	652	424	65%



Fishbeck also estimated the parking demand that will be necessary to serve the proposed development. The estimated demand is based on the requirements of the Jefferson City zoning ordinance, as well as a shared parking demand model which allows multiple land uses to share parking spaces, taking advantage of varying peak parking demand times to promote efficient parking usage. The projected parking demand to serve the development is estimated to be 360 parking spaces based on the 250-room, 36,000 square foot conference center program. Fishbeck recommended the parking garage provide approximately 800 parking spaces.

To take advantage of the existing underutilized parking within the study area, SP Plus further analyzed the existing parking operations and occupancy rates and believes there are opportunities to increase the use of existing parking spaces and thus reduce the additional parking required to be supplied on the project site. Based on this analysis, SP Plus has recommended the parking garage be sized to accommodate approximately 690 spaces, however further reduction of the required number of spaces is possible as development of the project progresses and the size of the program components is finalized.

Parking During Construction

Fishbeck estimates that 714 existing public parking spaces will be displaced during construction due to the demolition of the existing parking garage, and loss of access to street parking and off-street parking immediately adjacent to the project site; leaving 772 public parking spaces available. With peak demand for public parking at 809 spaces, there is an expected deficit of 37 public spaces during construction. Fishbeck has suggested strategies for the city and project team to further pursue to mitigate the impact of reduced parking capacity to include:

- Relocating existing state parking leases to state or private lots.
- Temporarily modifying street parking time limitations.
- Encouraging parking in underutilized parking along McCarty St.
- Explore utilizing existing private lots for public parking.
- Identify other parking spaces outside of the study area while possibly providing temporary shuttle options.



2024 Parking Study

City of Jefferson, Missouri

Project No. 240656
July 8, 2024



1515 Arboretum Drive, SE
Grand Rapids, Michigan 49546
616.575.3824 | fishbeck.com

2024 Parking Study

Prepared For:
Garfield Public/Private
Dallas, Texas

July 8, 2024
Project No. 240656



Table of Contents

Executive Summary 1

1.0 Introduction..... 1

2.0 Current Parking Demand..... 1

2.1 Study Area 1

2.2 Parking Data Collection and Analysis 2

3.0 Future Parking Demand..... 4

3.1 Jefferson City Zoning Ordinance 4

3.2 Shared Parking Demand Model 5

3.3 Projected Parking Demand 5

4.0 Parking Capacity During Construction of Planned Development 6

List of Figures

Figure 1 – Project Location and Current Parking Demand Study Area..... 1

List of Tables

Table 1 – Study Area Parking Occupancy by City Block 3

Table 2 – Study Area Parking Occupancy by Facility Type 4

Table 3 – Project Site Parking Occupancy 4

Table 4 – Applicable Off-street Parking Requirements from Jefferson City Zoning Ordinance 5

Table 5 – Projected Parking Demand Summary..... 6

Table 6 – Projected Parking Demand During Construction of New Parking Garage 7

List of Appendices

Appendix 1 – Parking Occupancy Heat Maps

Executive Summary

In partnership with the City of Jefferson, Missouri, Garfield Public/Private (GPP) is leading a development team to construct a mixed-use development in Downtown Jefferson City. The planned development will include a hotel, conference center and parking garage. The project site is currently occupied by the existing Madison Street Parking Garage and the Jefferson City News Tribune Building, both of which will be demolished to accommodate the planned development.

Fishbeck performed a parking occupancy study within an area that surrounds the project site to determine the current parking demand for the project site and for the core commercial district in Downtown Jefferson City. Parking occupancy data was collected during business hours on two weekdays prior to the end of the 2024 Missouri Senate Session. The observed peak parking occupancy represents 55% of the total parking supply for the study area, indicating that the study area has sufficient parking capacity to satisfy the current parking demand. The peak parking occupancy for the planned project site was observed at 424 vehicles, which represents 65% of the parking supply within the project site.

The current program for the planned mixed-use development includes a 250-room hotel and 36,000 square feet of conference center space. The parking capacity for the planned development was determined considering the Jefferson City Zoning Ordinance requirements for off-street parking and a Shared Parking Demand Model. Based on the results from the Shared Parking Demand Model, a parking capacity of 360 vehicles would be adequate for the planned development.

Combining the current parking demand for the project site (430 vehicles) with the shared parking demand for the hotel/conference center (360 vehicles), the proposed total capacity for the new parking structure is a minimum of 790 parking spaces.

Parking is an important support service for Missouri State Government business and Downtown Jefferson City activity. Considering that the study area parking capacity will be reduced when the existing Madison Street Parking Garage and former News Tribune Parking Lots are demolished, certain mitigating measures could be implemented to reduce the impact on downtown parking during construction of the new parking facility. The study area should still have sufficient parking capacity to accommodate the temporary higher parking occupancy.



July 8, 2024

Fishbeck | Page 1

1.0 Introduction

The City of Jefferson, Missouri has selected Garfield Public/Private (GPP) to develop a mixed-use facility that will include a hotel, conference center and parking garage in downtown Jefferson City. The project site is bounded by Madison Street, Capitol Avenue, Monroe Street and Commercial Avenue. The existing Madison Street Parking Garage and the former Jefferson City News Tribune Building, located within the project site, will be demolished to accommodate the proposed mixed-use development. As a consultant member of the GPP Development Team, Fishbeck has prepared this parking study with the purpose of analyzing the current parking demand generated by public/permit parking at the project site and to estimate the future parking demand that will be generated by the proposed hotel/conference center mixed-use development. The core objective of this parking study is to determine an adequate parking capacity for the new parking garage to accommodate the current parking demand at the project site and the parking demand for the new mixed-use development.

2.0 Current Parking Demand

2.1 Study Area

The parking demand study was conducted in an area comprising 9 city blocks as displayed in the below Figure 1 – Project Location and Current Parking Demand Study Area. The proposed mixed-use project site is located within Block 5, at the intersection of Capitol Avenue and Madison Street.

Figure 1 – Project Location and Current Parking Demand Study Area



July 8, 2024

Fishbeck | Page 2

2.2 Parking Data Collection and Analysis

Utilizing GIS (Geographic Information System) mapping technology, Fishbeck gathered parking inventory (parking supply) information for the following parking assets:

- On-street and off-street public parking spaces (parking owned and operated by the city).
- Privately owned off-street parking facilities.

Based on the collected parking data, the study area has a total current parking supply of 2,865 spaces distributed as follows:

- 1,438 parking spaces in off-street private parking facilities (50.2% of study area parking supply)
- 911 parking spaces in off-street public parking facilities (31.8% of study area parking supply)
- 516 parking spaces on-street parking (18% of study area parking supply)

The proposed mixed-use project site has a total current parking supply of 652 spaces distributed as follows:

- 593 parking spaces in the existing Madison Street Parking Garage
- 59 parking spaces in the former News Tribune surface parking lot.

An occupancy assessment of the parking supply within the study area was conducted during the 2024 Missouri Senate Session. Parking occupancy counts were taken utilizing GIS technology on two consecutive weekdays as follows:

- Tuesday April 9, 2024 at 10am and 2pm
- Wednesday April 10, 2024 at 10am and 2pm

These two weekdays were selected based on historical parking information which indicates that the parking demand is higher during weekday business hours, particularly during the Missouri Senate Session. Based on information provided by the City of Jefferson, the city's permanent population of approximately 43,000 nearly doubles during the workday as a result of State government business.

The study area parking supply and the collected parking occupancy data are provided in Table 1. The collected data indicates that the study area reached a peak parking occupancy of 1,576 vehicles during the morning parking occupancy counts on Wednesday April 10th. Refer to the attached Appendix 1 for graphical representations (heat maps) of on-street and off-street parking occupancies in aerial map form.

The observed peak parking occupancy represents 55% of the total parking supply for the study area. A peak parking demand of 55% indicates that the study area has sufficient parking capacity to satisfy the current parking demand during business hours on a weekday.



July 8, 2024

Fishbeck | Page 3

Table 1 – Study Area Parking Occupancy by City Block

Parking Occupancy - Study Dates April 9 and 10, 2024										
Parking Block Number	Parking Facility Type	Parking Supply	April 9 Morning		April 9 Afternoon		April 10 Morning		April 10 Afternoon	
			Spaces Occupied	Occupancy %	Spaces Occupied	Occupancy %	Spaces Occupied	Occupancy %	Spaces Occupied	Occupancy %
1	Off Street - Private	155	79	51%	75	48%	88	57%	65	42%
	Off Street - Public	19	14	74%	13	68%	19	100%	13	68%
	On Street Parking	54	25	46%	27	50%	26	48%	17	31%
	Parking Block 1 Total	228	118	52%	115	50%	133	58%	95	42%
2	Off Street - Private	62	44	71%	45	73%	41	66%	40	65%
	Off Street - Public	103	75	73%	80	78%	74	72%	75	73%
	On Street Parking	65	56	86%	54	83%	58	89%	43	66%
	Parking Block 2 Total	230	175	76%	179	78%	173	75%	158	69%
3	Off Street - Private	10	9	90%	8	80%	7	70%	8	80%
	On Street Parking	84	57	68%	67	80%	49	58%	66	79%
	Parking Block 3 Total	94	66	70%	75	80%	56	60%	74	79%
4	Off Street - Private	100	39	39%	39	39%	55	55%	49	49%
	Off Street - Public	23	0	0%	2	9%	5	22%	2	9%
	On Street Parking	52	9	17%	19	37%	16	31%	19	37%
	Parking Block 4 Total	175	48	27%	60	34%	76	43%	70	40%
5	Off Street - Private (News Tribune)	59	41	69%	42	71%	32	54%	29	49%
	Off Street - Public Lot 2 (Garage)	593	383	65%	327	55%	371	63%	331	56%
	Off Street - Public Lot 3 (Meters)	46	12	26%	23	50%	20	43%	19	41%
	On Street Parking	41	21	51%	30	73%	20	49%	17	41%
	Parking Block 5 Total	739	457	62%	422	57%	443	60%	396	54%
6	Off Street - Private	165	59	36%	70	42%	63	38%	65	39%
	Off Street - Private (State Garage)	609	402	66%	391	64%	369	61%	377	62%
	On Street Parking	29	8	28%	19	66%	8	28%	17	59%
	Parking Block 6 Total	803	469	58%	480	60%	440	55%	459	57%
7	Off Street - Private	48	27	56%	26	54%	25	52%	30	63%
	Off Street - Public	89	46	52%	38	43%	48	54%	43	48%
	On Street Parking	57	16	28%	16	28%	15	26%	14	25%
	Parking Block 7 Total	194	89	46%	80	41%	88	45%	87	45%
8	Off Street - Private	73	58	79%	47	64%	55	75%	44	60%
	Off Street - Public	38	32	84%	31	82%	27	71%	29	76%
	On Street Parking	60	23	38%	29	48%	41	68%	24	40%
	Parking Block 8 Total	171	113	66%	107	63%	123	72%	97	57%
9	Off Street - Private	157	31	20%	31	20%	32	20%	40	25%
	On Street Parking	74	8	11%	19	26%	12	16%	17	23%
	Parking Block 9 Total	231	39	17%	50	22%	44	19%	57	25%
Total		2,865	1,574	55%	1,568	55%	1,576	55%	1,493	52%

July 8, 2024

Fishbeck | Page 4

The parking occupancy by facility type is illustrated in Table 2. This table shows off-street public parking facilities were observed to have the highest parking utilization when compared to parking utilization for off-street private parking facilities and on-street parking within the study area.

Table 2 – Study Area Parking Occupancy by Facility Type

Parking Occupancy - Study Dates April 9 and 10, 2024										
Parking Block Number	Parking Facility Type	Parking Supply	April 9 (AM)		April 9 (PM)		April 10 (AM)		April 10 (PM)	
			Spaces Occupied	Occupancy %	Spaces Occupied	Occupancy %	Spaces Occupied	Occupancy %	Spaces Occupied	Occupancy %
1-9	Off Street - Private	1,438	789	55%	774	54%	767	53%	747	52%
	Off Street - Public	911	562	62%	514	56%	564	62%	512	56%
	On Street Parking	516	223	43%	280	54%	245	47%	234	45%
Study Area Total		2,865	1,574	55%	1,568	55%	1,576	55%	1,493	52%

The observed parking occupancy for the planned mixed-use project site is shown in Table 3. This table shows a peak parking occupancy of 65% for the project site, a total of 424 vehicles.

Table 3 – Project Site Parking Occupancy

Project Site Current Parking Occupancy - Study Dates April 9 and 10, 2024										
Parking Block Designation	Parking Facility Type	Parking Capacity	April 9 (AM)		April 9 (PM)		April 10 (AM)		April 10 (PM)	
			Spaces Occupied	Occupancy %	Spaces Occupied	Occupancy %	Spaces Occupied	Occupancy %	Spaces Occupied	Occupancy %
5 (Partial)	Off Street - Private (News Tribune Lots)	59	41	69%	42	71%	32	54%	29	49%
	Off Street - Public Lot 2 (Madison Street Garage)	593	383	65%	327	55%	371	63%	331	56%
Project Site Total		652	424	65%	369	57%	403	62%	360	55%

3.0 Future Parking Demand

The planned mixed-use development includes a 250-room hotel and 36,000 square feet of conference center space. The total parking capacity for the mixed-use development was determined considering the following:

- Project Site Current Parking Demand
- Jefferson City Zoning Ordinance Off-Street Parking Requirements for the Planned Development
- Shared Parking Demand Model

3.1 Jefferson City Zoning Ordinance

Section 35-58 of the zoning ordinance stipulates the minimum standards for off-street parking requirements. Exhibit 35-58A of the zoning ordinance provides minimum number of vehicle spaces for specific land uses that would apply to the planned development as illustrated in Table 4.



Table 4 – Applicable Off-street Parking Requirements from Jefferson City Zoning Ordinance

Use Category	Specific Uses	Minimum Number of Vehicle Spaces
Retail sales and services	Event center or banquet hall	1 space per 200 sf GFA
Lodging	Hotel or motel	1 per room plus 75% of the required parking for attached uses

sf: square feet GFA: gross floor area

Table 5 provides a summary of the parking capacity that would be required by the zoning ordinance. As per the zoning ordinance section 35-58.B.2.c, the Director of Planning may reduce the number of required parking spaces up to 25 percent when a parking management plan is submitted; such plan shall include shared parking or other transportation alternatives that reduce the need for parking.

3.2 Shared Parking Demand Model

The notion of shared parking is based on the use of a parking space to serve multiple land uses without conflict, consequently reducing the required number of parking spaces. Adjustments are applied to individual land use base parking ratios as a result of two conditions:

- Variations in vehicle accumulation (hour, day, season) for individual land uses
- Visits to multiple land uses during the same automobile trip

A shared parking demand model developed by the Urban Land Institute (ULI) and the National Parking Association (NPA) was used to determine adequate parking reductions for the planned mixed-use development. Table 5 in Section 3.3 of this report provides a summary of the parking capacity that would be required based on the referenced shared parking demand model.

3.3 Projected Parking Demand

The current parking demand at the project site is estimated to be 430 parking spaces based on the observed peak parking occupancy of 424 spaces.

As illustrated in Table 5, the Jefferson City zoning ordinance would require a minimum of 430 parking spaces for the hotel/conference center development; however, the proposed shared parking demand model indicates that 356 parking spaces would adequately serve the parking demand for the hotel/conference center development. A proposed parking capacity of 360 parking spaces for the hotel/conference center represents a 16.3% reduction for the number of parking spaces required by the zoning ordinance.

Combining the current parking demand for the project site (430 vehicles) with the shared parking demand for the hotel/conference center (360 vehicles), the proposed total capacity for the new parking structure is a minimum of 790 parking spaces.

The program for the hotel/conference center project is not yet finalized. Therefore, the shared parking demand model and proposed new parking garage capacity are subject to change.

Table 5 – Projected Parking Demand Summary

Projected Parking Demand Summary (250-Rooms Hotel and 36,000 SF Convention Center)							
Land Use	Quantity		Jefferson City Zoning Ordinance	ULI Model Parking Demand (Without Shared Parking – For Reference Only)	ULI Model Shared Parking Demand	Proposed Minimum Parking Capacity	Zoning Ordinance Parking Requirements Reduction
			Parking Spaces	Parking Spaces	Parking Spaces	Parking Spaces	
Hotel	250	keys	250	250	150	360	16.3%
Hotel Employees	250	keys	0	38	36		
Convention (100 to 200 sq ft/key)	36,000	sf GLA	180	289	141		
Convention Employees	36,000	sf GLA	0	29	29		
Hotel/Convention Center Parking Demand Subtotal			430	606	356		
Site Parking Demand from April 2024 Parking Study			430	430	430	430	
Total			860	1,036	786	790	

4.0 Parking Capacity During Construction of Planned Development

Parking is an important support service for Missouri State Government business and Downtown Jefferson City activity. With an observed peak occupancy of 55% within the parking study area, the collected parking data indicates that the study area currently has sufficient parking capacity.

The public parking capacity in the study area will be temporarily reduced when the existing Madison Street Parking Garage (593 spaces) and former News Tribune Parking Lots (59 spaces) are demolished for construction of the planned mixed-use development. Additionally, public parking will not be available on the exiting City Lot 3 (46 spaces) and on-street along Capitol Avenue and Monroe Street (16 spaces) during construction of the new facility. Considering these changes, the study area parking capacity would be temporarily reduced to a total 2,151 parking spaces during construction of the planned mixed-use development.

Table 6 shows that the study area projected peak parking occupancy would be temporarily increased to approximately 73% during construction of the new development, with an estimated net surplus of approximately 575 parking spaces within the study area. Therefore, this estimated parking occupancy projection indicates that there could be sufficient parking capacity distributed throughout the study area while the new parking garage is being constructed.

Table 6 also shows that the estimated public parking deficit would be 37 parking spaces in the morning and 22 parking spaces in the afternoon; however, there would be a net surplus of 575 parking spaces if currently private parking facilities within the study area are temporarily available for public parking. This would require private parking lot owners to open their parking facilities to those currently parking in the Madison Street Garage and the News Tribune parking lots. Alternatively, the city may consider utilization of other public parking outside the study area to eliminate the projected temporary deficit in public parking.



Appendix 1

Parking Occupancy Heat Maps

Table 6 – Projected Parking Demand During Construction of New Parking Garage

Study Area - Projected Parking Demand During Construction of New Garage (Project Site Parking Capacity Removed)								
Parking Block Designation	Parking Type	Parking Capacity	Projected Morning Peak Demand		Projected Afternoon Peak Demand		Projected Parking Capacity Surplus or Deficit	
			Spaces Occupied	Occupancy %	Spaces Occupied	Occupancy %	Morning	Afternoon
1-9	Off Street - Private	1,379	767	56%	774	56%	612	605
	Off Street - Public	272	564	207%	514	189%	-292	-242
	On Street Parking	500	245	49%	280	56%	255	220
Study Area Total		2,151	1,576	73%	1,568	73%	575	583

Considerations to further mitigate any inconvenience related to parking during construction of the new parking garage may include:

- 1. The State Public Service Commission currently holds 100 parking permits in the existing Madison Street Parking Garage. Can those vehicles be parked in the State Parking Garage located at the intersection of Monroe Street and State Street? Based on the peak parking occupancy data collected in April 2024, the State Parking Garage appears to have capacity to accommodate 150 additional cars.
- 2. Consider the possibility to temporarily extend time limitations for on-street metered parking.
- 3. Encourage parking on currently underutilized on-street and off-street parking along McCarty Street.
- 4. Explore the possibility of using currently underutilized private off-street parking as public parking, at least on a temporary basis until the new parking garage is constructed. Potential private off-street parking facilities that could temporarily accommodate public parking include surface parking lots at Hawthorn Bank, Legends Bank, Churches, and Central Bank.
- 5. Identify other available public parking spaces outside the study area. Explore the possibility of providing short-term shuttle options.





Engineers | Architects | Planners | Commissioners

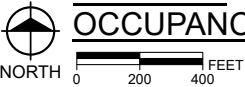
Hard copy is intended to be 8.5x11" when plotted. Scale(s) indicated and graphic quality may not be accurate for any other size.

Jefferson City
Cole County, Missouri
Parking Study

PROJECT NO.
240656

FIGURE NO.
1

- LEGEND**
- | Parking Lot Occupancy | On Street Parking Occupancy |
|-----------------------|-----------------------------|
| 91% - 116% Occupancy | 91% - 100% Occupancy |
| 81% - 90% Occupancy | 81% - 90% Occupancy |
| 61% - 80% Occupancy | 61% - 80% Occupancy |
| 0% - 60% Occupancy | 0% - 60% Occupancy |



**TUESDAY,
APRIL 9, 2024
MORNING
OCCUPANCY**

DATA SOURCES: NEARMAP, JULY 6, 2023.





Engineers | Architects | Planners | Commissioners

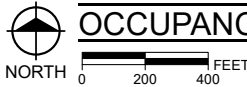
Hard copy is intended to be 8.5x11" when plotted. Scale(s) indicated and graphic quality may not be accurate for any other size.

Jefferson City
Cole County, Missouri
Parking Study

PROJECT NO.
240656

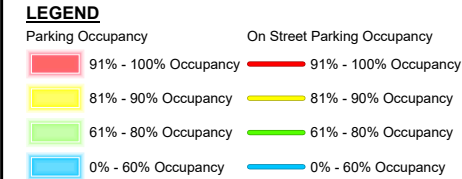
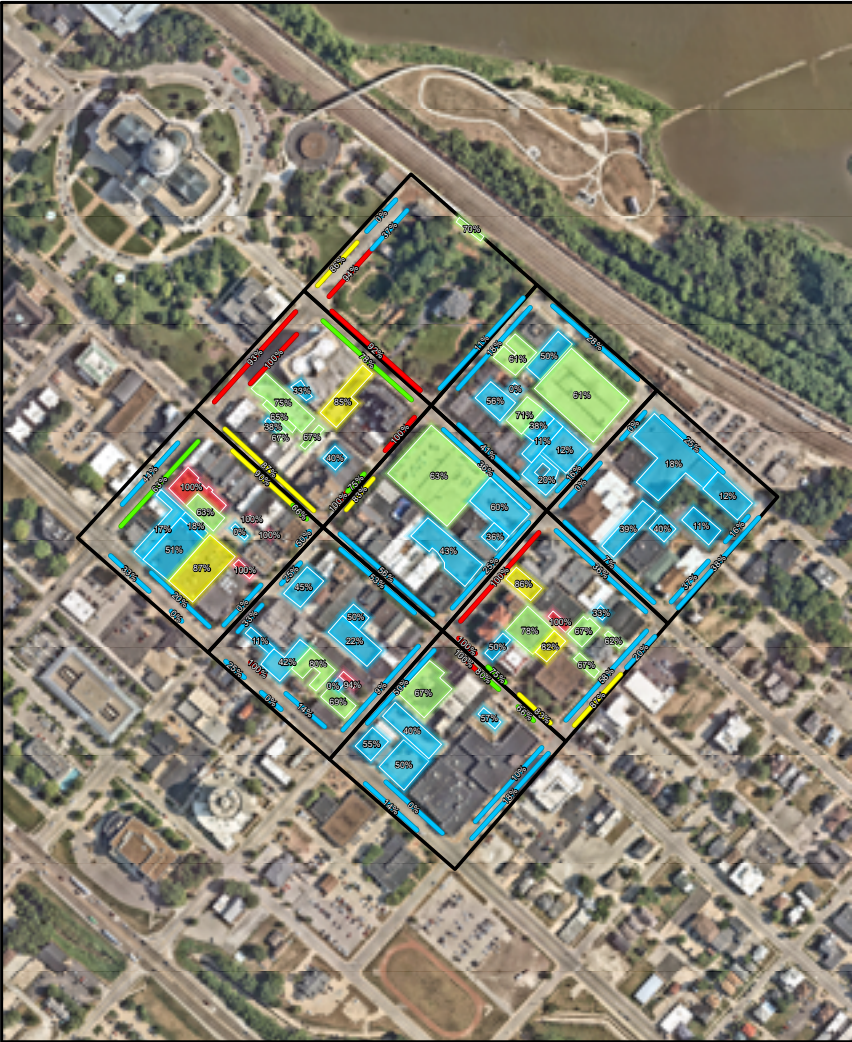
FIGURE NO.
1

- LEGEND**
- | Parking Lot Occupancy | On Street Parking Occupancy |
|-----------------------|-----------------------------|
| 91% - 108% Occupancy | 91% - 100% Occupancy |
| 81% - 90% Occupancy | 81% - 90% Occupancy |
| 61% - 80% Occupancy | 61% - 80% Occupancy |
| 0% - 60% Occupancy | 0% - 60% Occupancy |



**TUESDAY,
APRIL 9, 2024
AFTERNOON
OCCUPANCY**

DATA SOURCES: NEARMAP, JULY 6, 2023.



**WEDNESDAY,
APRIL 10, 2024
MORNING
OCCUPANCY**



0 200 400
FEET

DATA SOURCES: NEARMAP, JULY 6, 2023.

PLOT INFO: Z:\2024\240656\CA\GIS\PrePkg\JeffersonCityParking.aprx Layout: 4110 - Morning Date: 5/22/2024 2:20 PM User: ahavens

©Copyright 2024 All Rights Reserved

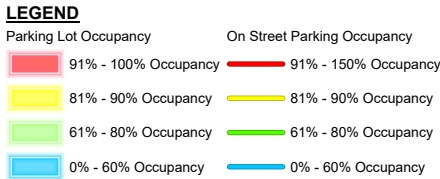
fishbeck
Engineering Architecture Interiors Construction

Hard copy is intended to be 8.5"x11" when plotted. Scale(s) indicated and graphic quality may not be accurate for any other size.

Jefferson City
Cole County, Missouri
Parking Study

PROJECT NO.
240656

FIGURE NO.
1



**WEDNESDAY,
APRIL 10, 2024
AFTERNOON
OCCUPANCY**



0 200 400
FEET

DATA SOURCES: NEARMAP, JULY 6, 2023.

©Copyright 2024 All Rights Reserved

fishbeck
Engineering Architecture Interiors Construction

Hard copy is intended to be 8.5"x11" when plotted. Scale(s) indicated and graphic quality may not be accurate for any other size.

Jefferson City
Cole County, Missouri
Parking Study

PROJECT NO.
240656

FIGURE NO.
1



CONCEPTUAL DESIGN

The conceptual design for a project of this size is a critical first step in the development process as it creates a broad framework and vision for the project that all subsequent design and construction decisions are derived from. The keys of the conceptual design process are:

- Analysis of the physical characteristics of the site such as size, shape, topography, utilities and access.
- Assessment of the context surrounding the project such as adjacent land uses, surrounding architectural styles and building materials, investigating views both from the project and toward the project.
- Understanding the project purpose, desired components, and desired space program.
- Explore multiple concept options addressing factors such as program massing, stacking, and orientation; site layout; circulation; and architectural elements; evaluating each option for feasibility, cost, and alignment with project goals.
- Refining the concept by incorporating additional details such as planned structural systems, floor plans, exterior elevations, and building materials, with input from the project team including the owner, developer, and construction manager.

Informed by the project program recommended by the market study, and parking study, DLR Group and FACET have worked closely with Garfield, the local project team, and McCownGordon to deliver a design concept that will activate a currently underutilized area of downtown and serve as an anchor

of the Capital Avenue redevelopment occurring between the Capitol building and the MSP redevelopment.

The lower level, facing Capitol Avenue is divided into three distinct sections: a full-service signature restaurant located near Monroe Street, the hotel entrance located mid-block, and conference center entrance located prominently at the corner of Madison Street and Capitol Avenue adjacent to the Governor's Mansion, and views of the state Capitol building two blocks to the west. This layout fosters a vibrant pedestrian experience while integrating into its historic context.

The conference center encompasses two floors and includes a 5,500 square foot junior ballroom, over 7,300 square feet of breakout rooms on the lower level with the 16,800 square foot grand ballroom located above along with additional lobby and pre-function spaces.

The hotel tower rises above the lobby to accommodate 204 hotel rooms with a lush pool retreat and lounge on the 4th level offering sweeping views of the Missouri River and the Capitol.

The exterior design responds to the modern, progressive attitude toward business growth. The careful attention to form, material, and scale allows the hotel to compliment the historic surroundings while offering a modern and inviting space for guests and the local community. The interiors will be designed to reflect Jefferson City, and its prominence as the capitol city.



DESIGN NARRATIVE

SUMMARY

The Project includes an eight-story, approximately 204-key hotel, a 16,500-sq. ft. grand ballroom, 13,000 sq. ft. of additional break out meeting spaces, food and beverage service facilities, laundry and other ancillary functions required to support a full-service convention center headquarters hotel. Also included are site improvements and a 5-story structured parking garage for approximately 688 cars that will support the City Facilities and Hotel. Total occupied space is approximately 208,550 gross square feet. The project is currently being designed to be energy efficient.

BUILDING DESIGN

The Hotel and Conference Center design responds to the modern, progressive attitude toward business growth and enhanced cultural expression in Jefferson City with an exterior envelope consisting of materials that may include some of the following: curtain wall and window wall systems, architectural brick, aluminum composite panels, and plaster. A low-maintenance TPO roofing system will be provided. All rooftop mechanical equipment will be screened with an articulated system utilizing materials consistent with the building envelope. The careful attention to form, material, and scale allows the hotel to complement its civic surroundings while offering a modern and inviting space for guests and the local community. The interiors will be designed in accordance with the selected brand standards and will reflect the culture and locale of Jefferson City, The Capital, and the region.

STRUCTURE

The Hotel structure will be a hybrid system of conventional slab-on-grade at the ground floor, flat slab for floor 2, with cold-formed steel stud for floors 3 – 8 (The repetitive hotel tower), utilizing concrete masonry shaft walls around the elevator hoist ways and stairs to provide lateral force (wind) bracing. A steel truss-girder system with metal roof decking will span the single-story ballroom, while meeting areas and food service facilities will be framed with open web steel joist and metal roof decking. The 5-story parking structure will utilize a precast concrete structural system. The foundation system and ground floor slab will be designed in accordance with the geotechnical engineer's criteria and recommendations.

HVAC

The MEP system for the guestroom tower is currently estimated to consist of two 330-ton air-cooled chillers to be located on the roof. Guestrooms, currently, consist of a two-pipe fan coil unit, vertical type, encased with water coil, electric heating coil, multiple-speed fan, and self-contained electric two-position and straight-thru type control valve cooling (three-way valves on bottom floor units). The Podium portion of the building is currently envisioned to consist of factory packaged VAV & single zone VAV air handling units complete with supply air fan array with variable frequency drives, chilled water cooling coil, electric pre-heat coil, electric heating coil where required for single zone units, return and outdoor control dampers, outside air flow monitoring station, supply and return air smoke damper in units supplying over 2000CFM, supply & return air silencers at Podium AHU and CO2 monitoring in meeting spaces if decided to attain LEED certification.

ELECTRICAL

The current design envisions the building being served by one 4000-Amp, 480Y/277V, 3 PH, 4W feeder from utility pad mounted transformer to main switchboard. A 500KVA emergency generator is planned to provide for back-up for life safety systems, sprinklers, and refrigeration/cold storage. The building will also have conduits for telephone service.

FIRE PROTECTION

The building will be fully sprinklered with standpipes as required to meet local and state codes.

PLUMBING

Services will include storm drainage, sanitary drainage, water service and natural gas as necessary to comply with state and local codes and LEED requirements.







DESIGN UPDATE

CONTEXT & LOCALE	01
FLOOR PLANS	02
ARCHITECTURE	03
PROGRAMMING AND AREAS	04



01

CONTEXT & LOCALE

- 01 LOCALE
- 02 CONTEXT



LOCALE





CONTEXT





SITE





02

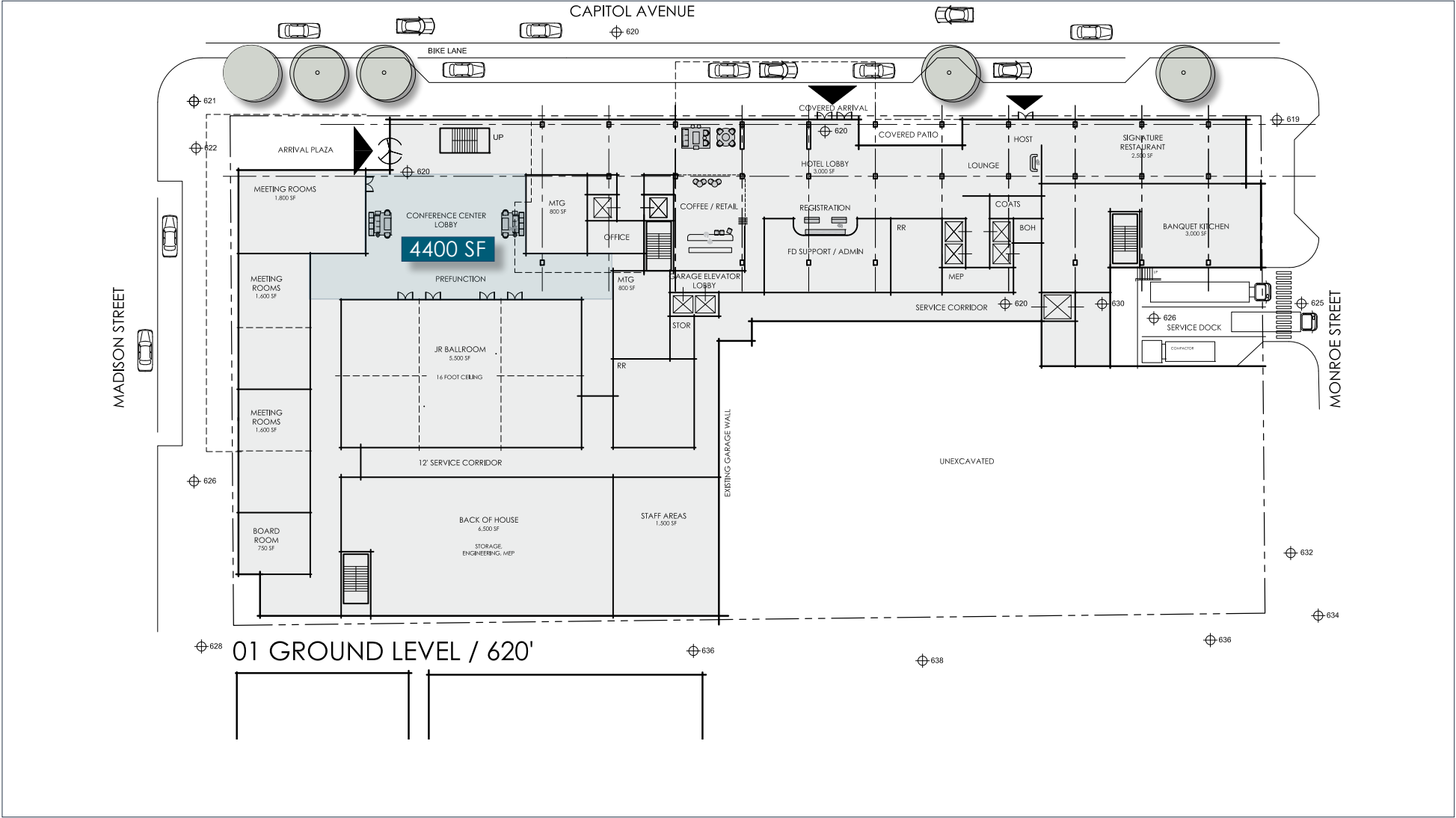
FLOOR PLANS

01 FLOOR PLANS

02 BUILDING SECTION EAST / WEST

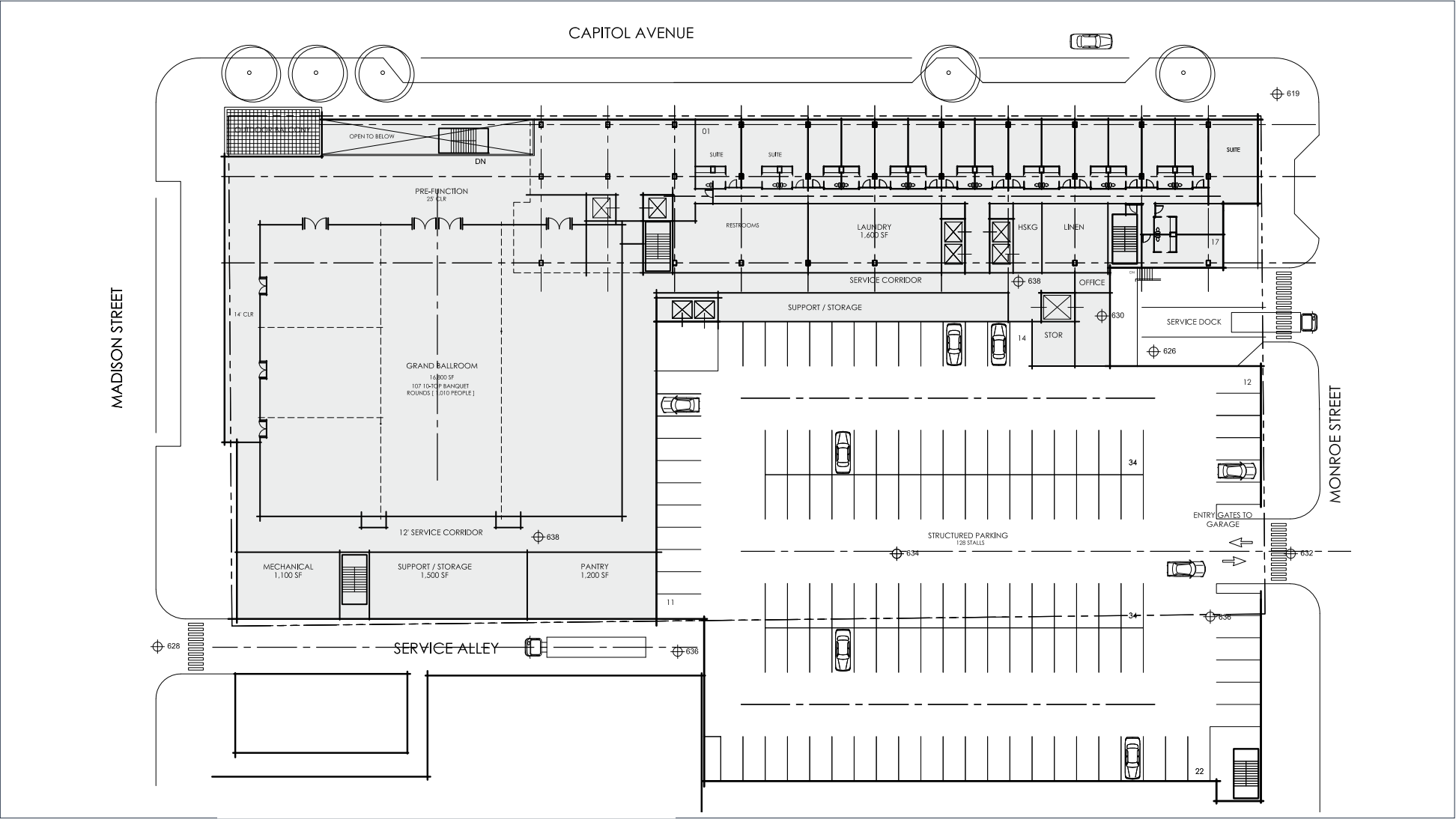


FLOOR PLAN LEVEL 01/ LOBBY



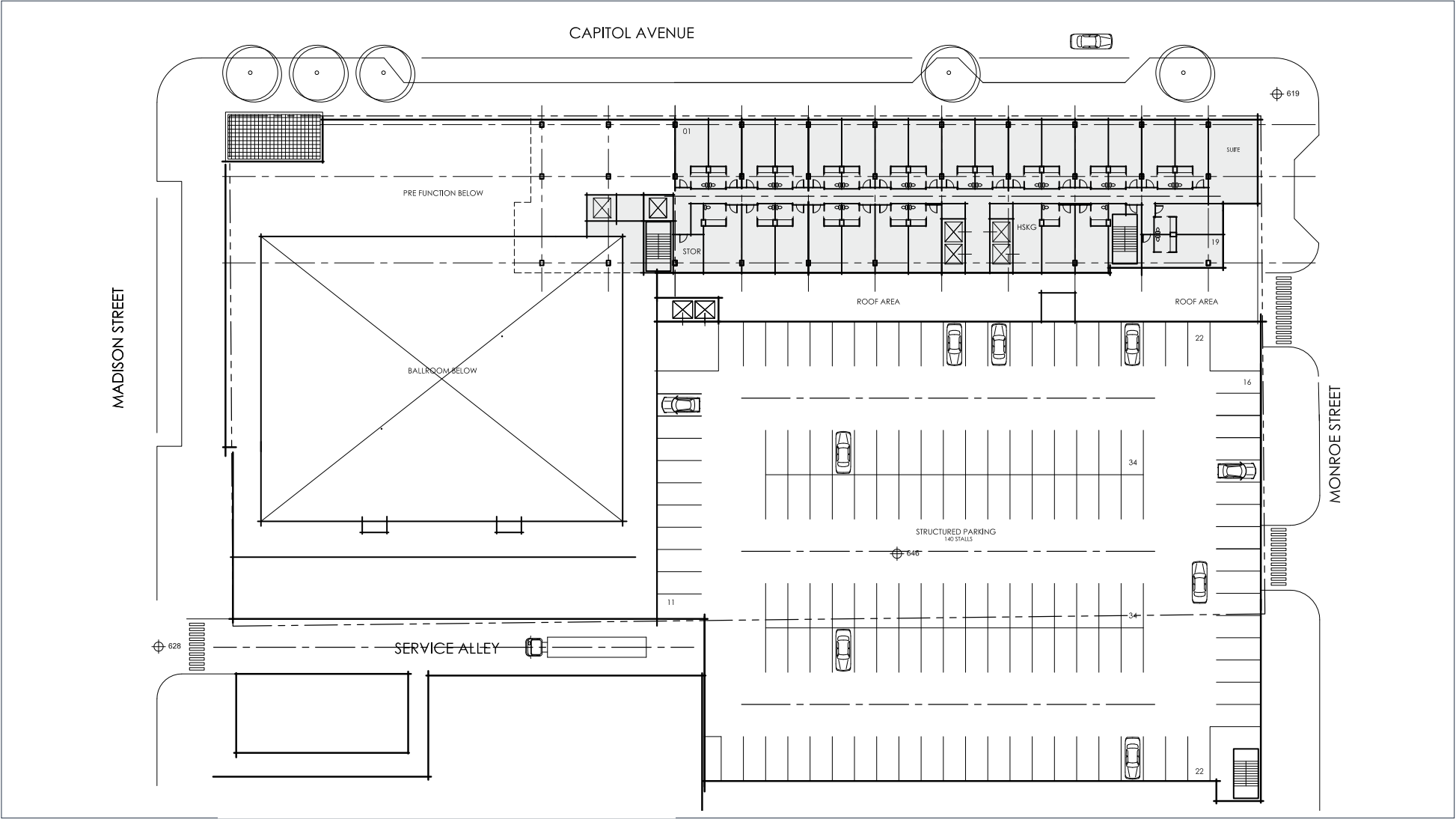


FLOOR PLAN LEVEL 02



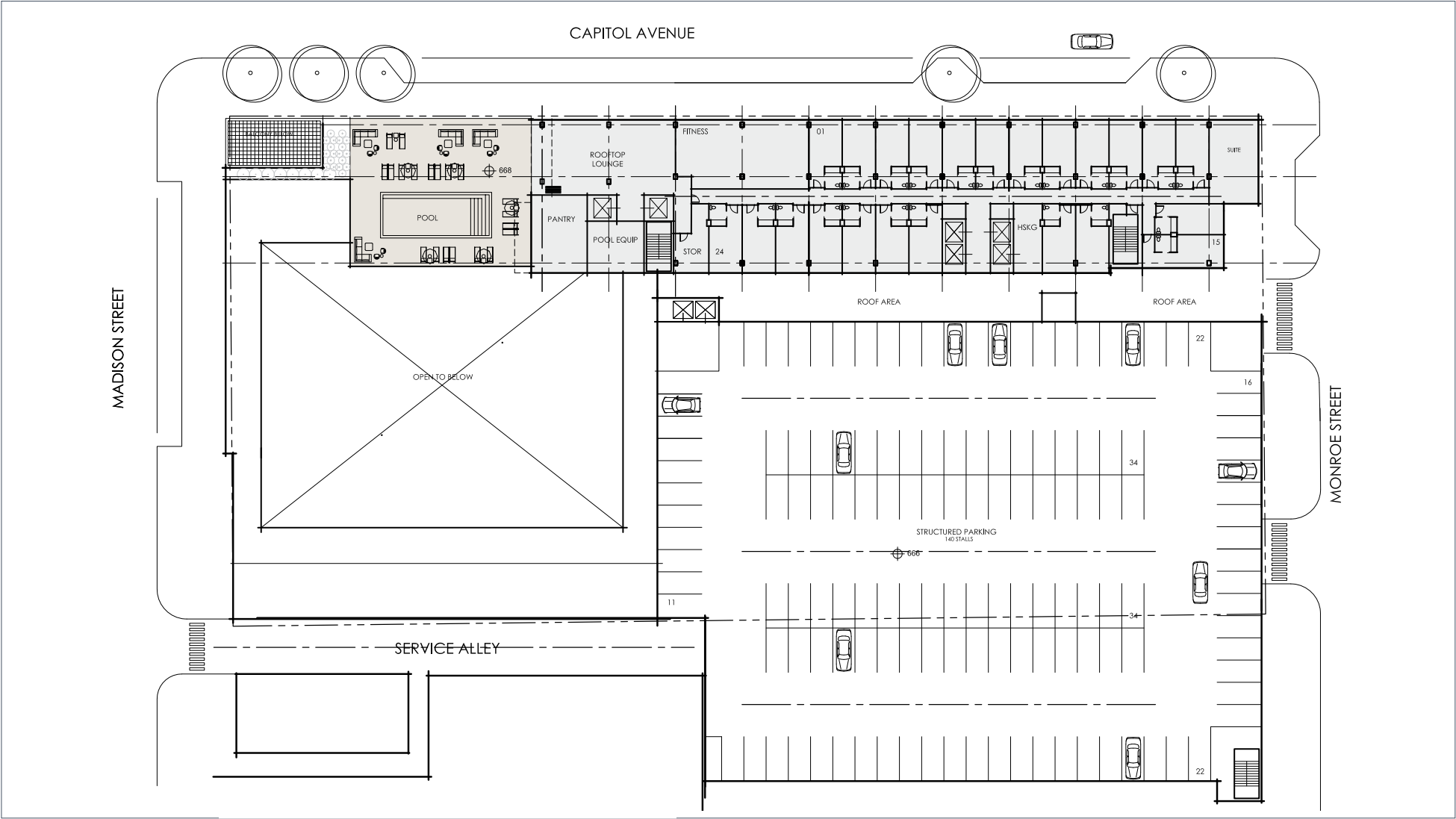


FLOOR PLAN LEVEL 03



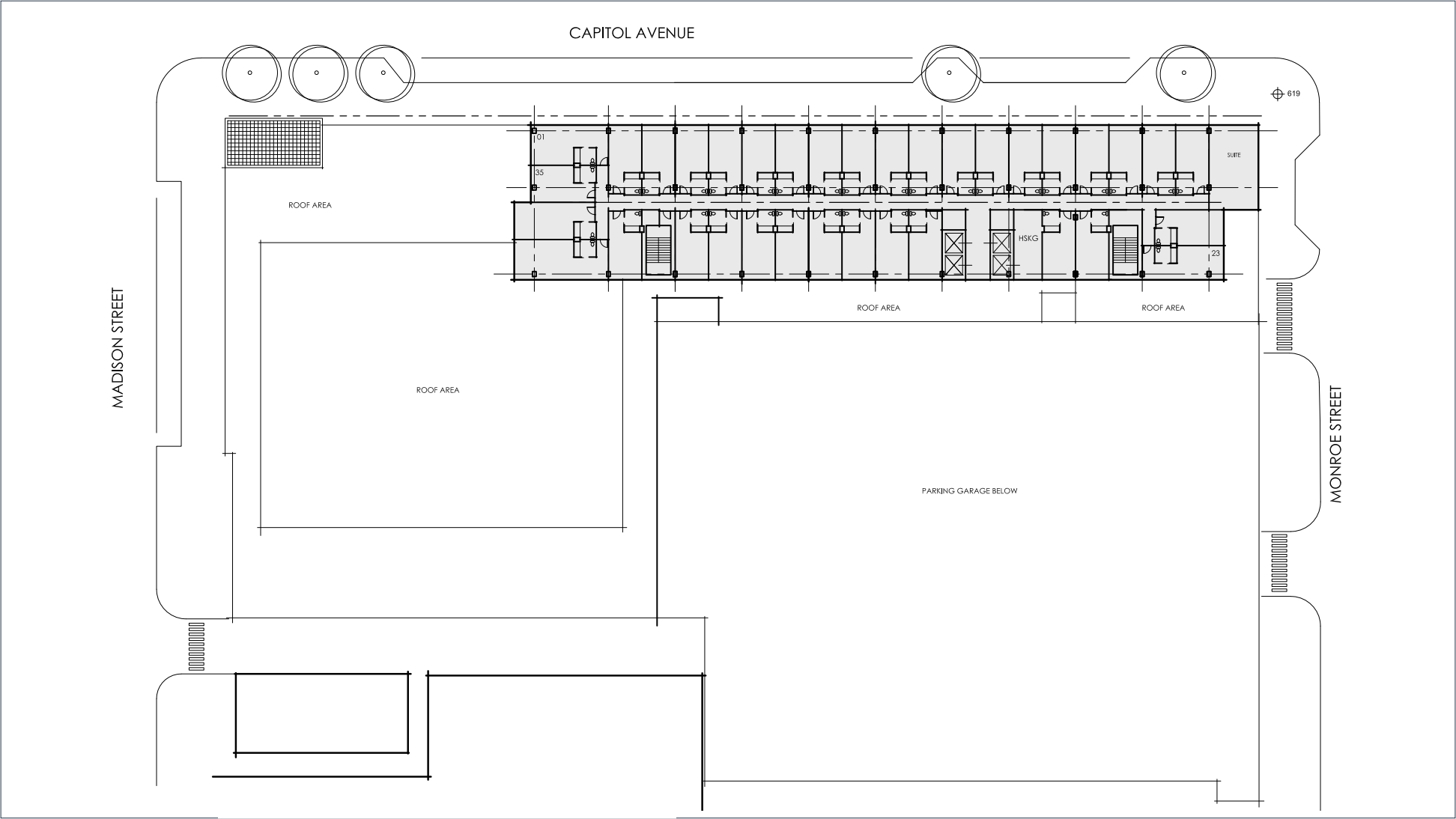


FLOOR PLAN LEVEL 04 / HOTEL AMENITY LEVEL

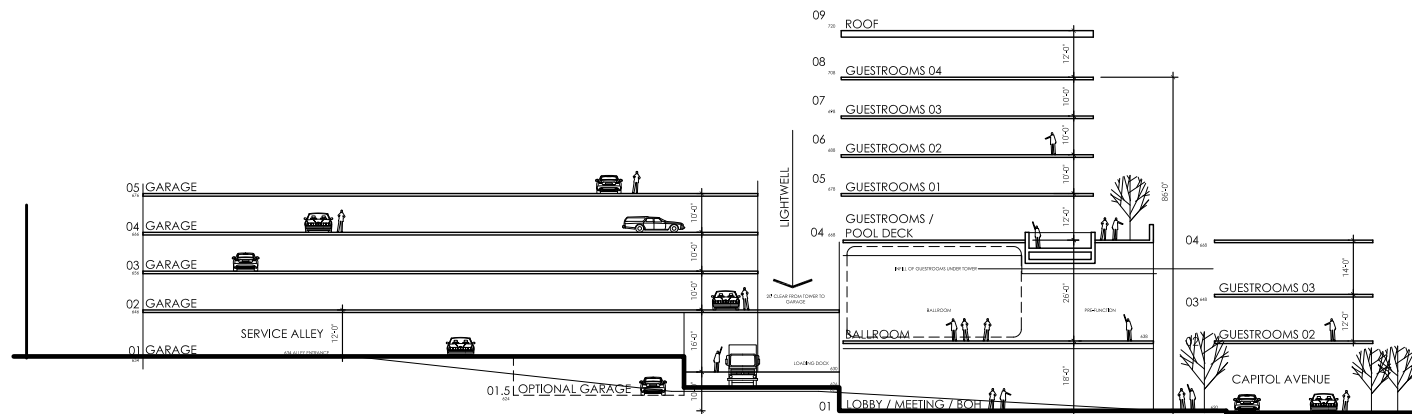




FLOOR PLAN LEVEL 05-08 / TYPICAL HOTEL LEVEL



ALLEY



CAPITOL



03

ARCHITECTURE

- 01 OVERALL
- 02 ARCHITECTURE
- 03 CONTEXT SCALE



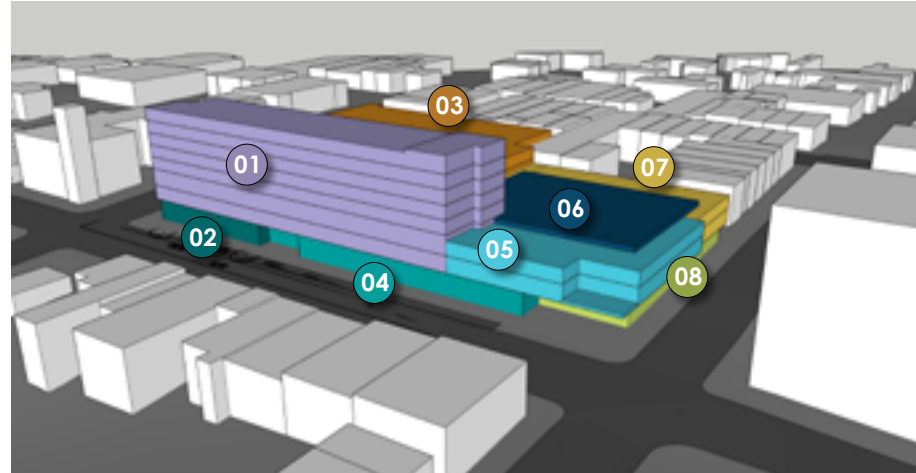
CONCEPT RENDERING FROM CAPITOL AVENUE





CONCEPT VIGNETTE OVERALL BUILDING MASSING

- 01 HOTEL TOWER
- 02 RESTAURANT
- 03 PARKING GARAGE
- 04 LOBBY
- 05 PREFUNCTION
- 06 BALLROOM
- 07 BACK OF HOUSE
- 08 MEETING SPACE



CONCEPT DESIGN

Located just down the street from the Missouri State Capitol in Jefferson City, the design of the hotel and conference center harmonizes civic grandeur with the warmth and welcoming nature expected in a hospitality setting. The massing of the hotel is thoughtfully composed, with its lower levels divided into three distinct sections: the restaurant, hotel entrance, and a civic-oriented entrance for the ballroom and convention center facing the Capitol. This layout activates the street, fostering a vibrant pedestrian experience while integrating seamlessly into its civic context. Above the lobby, the hotel tower rises to accommodate 204 rooms, with a lush pool retreat on the 4th level offering sweeping views from the Missouri River back to the Capitol.



CONCEPT RENDERING AERIAL VIEW





CONCEPT VIGNETTES OVERALL BUILDING MASSING



ELEVATION ALONG CAPITOL AVENUE



CORNER AT MONROE STREET



CORNER ENTRY TO CONFERENCE CENTER



CONCEPT VIGNETTES OVERALL BUILDING MASSING



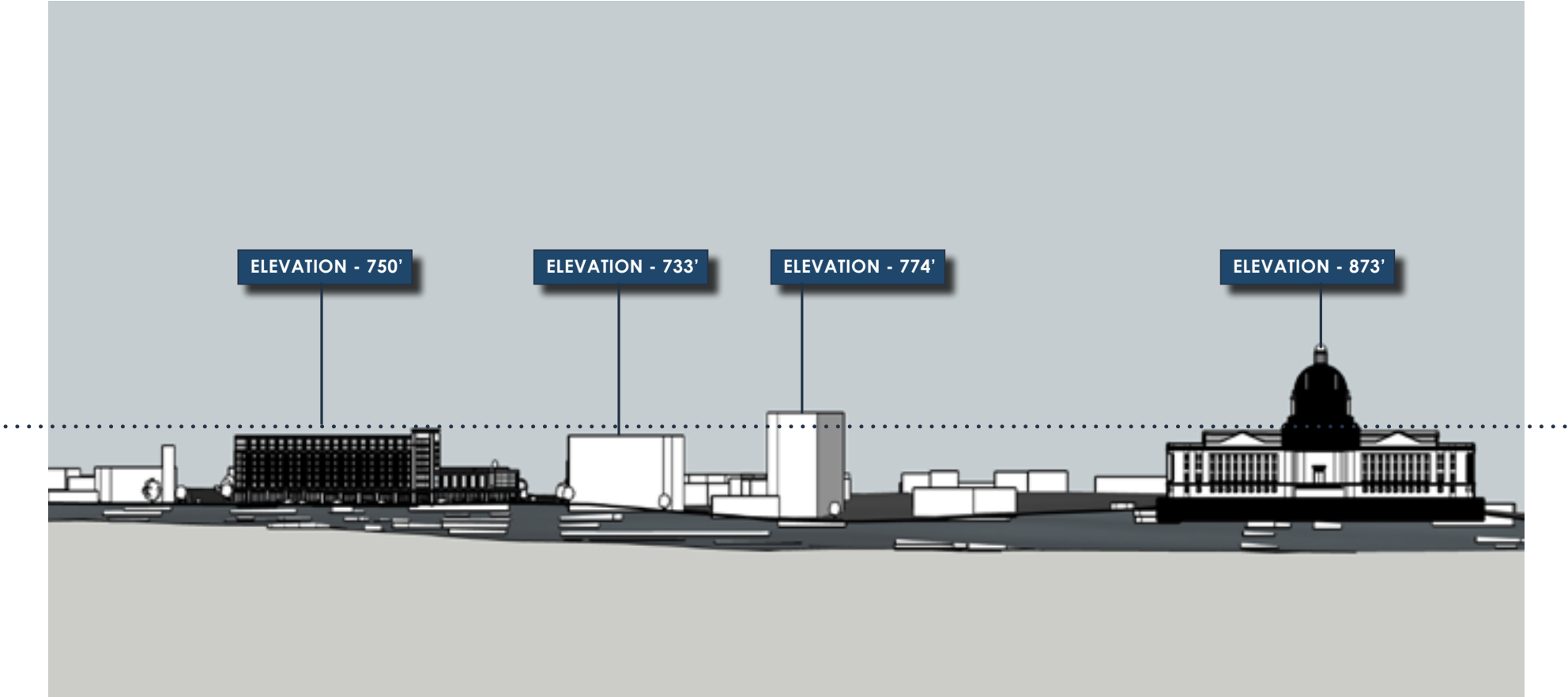
CAPITOL AVENUE



SW VIEW



CONTEXT SCALE





04

PROJECT PROGRAMMING

STATS AND HIGHLIGHTS

01 TOTAL SQUARE FOOTAGE

>> 208,550 GSF / PROGRAMMING

02 HOTEL GUESTROOMS

>> 204 TOTAL ROOMS - 6% SUITES

>> 786 SF / KEY

03 HOTEL RESTAURANT / LOUNGE

>> 1,200 SF LOBBY LOUNGE

>> 2,500 SF RESTAURANT DINING

>> +/- 150 SEATS COMBINED

04 MEETING SPACE

>> 16,500 SF BALLROOM / EXHIBIT HALL

>> 29,000 SF TOTAL MEETING SPACE

05 PARKING

>> 688 STALLS





PROJECT BUDGET

The project budget is generally composed of the following components:

- Hard Costs
 - o General contractor construction cost
 - o Owner costs include:
 - Furniture, fixtures, and equipment (FF&E)
 - Operating supplies and equipment (OS&E)
 - Information Technology (IT)
- Soft Costs
 - o Due diligence
 - o Design consultants
 - o Testing & inspections
 - o Hotel brand costs
 - o Project developer
 - o Project contingencies

To develop the construction cost estimate, McCownGordon utilized the project program and space layout as shown in the architectural concept design package and estimated unit cost per square foot for major building components. The square foot unit cost is based on cost databases or past project experience and benchmarked against projects of similar size, scope, location, and complexity. The parking garage, conference center, and parking garage have been priced as separate components.

Garfield has similarly estimated the owner cost and soft costs to complete the project development budget which is summarized below:

Hard Costs	
Construction	\$ 100,000,000
FF&E	\$ 8,182,000
OS&E	\$ 3,889,424
IT	\$ 1,422,960
Total hard costs	\$ 113,494,404

Soft Costs	
Due diligence	\$ 123,837
Design consultants	\$ 5,125,000
Testing & Inspection	\$ 303,785
Hotel Brand	\$ 2,229,557
Development Mgr.	\$ 7,031,267
Contingency	\$ 1,700,000
Total soft costs	\$ 16,513,446

Total Project Budget \$ 130,007,850

The project budget has been separated by component and is summarized as follows:

Hotel	\$ 51,000,000
Conference Center	\$ 52,000,000
Parking Garage	\$ 27,000,000
Total Project Budget	\$130,000,000

Jefferson City
Hotel & Conference Center
 Pre-Development Business Plan



Jefferson City Hotel & Conv Center	
	(In-Progress)
Hotel Tier	Upper Upscale
Project Location	Jefferson City, MO
Year Opening	Est. 2028
Key Count	204
Gross Square Footage*	208,550
PRICING	Present Value
SUMMARY	
Quarter / Year	Q4/ 2025 Documents
HARD COSTS	
Construction-General Contractor GMP Total	\$ 100,000,000
Preconstruction	\$ 175,000
Hotel & CC Construction	\$ 99,525,000
Model Room Construction	\$ 300,000
DAS - Emergency Responder	
DAS - Cellular	
Owner Furniture / Supplies / Equipment Total	\$ 13,494,404
FF&E	\$ 8,182,020
OS&E	\$ 3,889,424.00
IT	\$ 1,422,960
Kitchen & Laundry	\$ -
Total Hard Costs	\$ 113,494,404
SOFT COSTS (Owner/Brand Items)	
Due Dilligence Total	\$ 123,837
Land	
Bldg Permit Fees (Standard/Expedited) - Hotel & CC	\$ -
Bldg Permit Fees (Standard/Expedited) - Model Room	\$ 10,000
TDLR Review Fees - Hotel & CC	\$ -
TDLR Review Fees - Model Room	\$ -
Survey, Geotech, Environmental Study, Market Study.	\$ 113,837
Design Consultant Fees Total	\$ 5,125,000
Design Consultant Fees & Reimbursables	\$ 4,725,000
Design Consultant Fee Contingency (10%)	\$ 400,000
3rd Party Consultant / Inspections Total	\$ 303,785
3rd Party Material Testing & Inspection	\$ 232,637
3rd Party Building Systems Commissioning Agent	\$ 71,148
Sustainable Consulting / Commissioning Agent	\$ -
Brand Total	\$ 2,229,557
Brand, Technical Service and Construction Review Fees	\$ 250,000
Brand Application Fee	\$ -
Brand Pre-Opening Budget	\$ 1,979,557
Garfield Public/Private As DM / PM Total	\$ 7,031,267
GPP Development Mgr Fees	\$ 5,130,000
GPP Construction Mgr Fees	\$ 524,365
GPP Success Fee (paid at opening)	\$ 640,332
GPP deferred Fee (years 5 thru 11) paid from NOI (\$1.5M)	\$ -
GPP Legal Fees	\$ 474,320
GPP Insurance	\$ 122,250
GPP Reimbursable Expenses	\$ 140,000
Owner Project Contingency Total	\$ 1,700,000
Owner General Contingency	\$ 1,500,000
Owner Temporary Power Contingency	\$ -
Owner DAS - Emergency Responder Contingency	\$ 200,000
Owner DAS - Cellular Contingency	\$ -
Total Soft Costs	\$ 16,513,446
TOTAL PROJECT COSTS (HARD + SOFT)	\$ 130,007,850

* Gross S.F. value shown does not include any garage, exterior loading dock, exterior patio or pool deck (unless elevated), or sitework SF.

Jefferson City
Hotel & Conference Center
 Pre-Development Business Plan



Jefferson City Hotel and Convention Center

Jefferson City, MO

Conceptual Estimate
 January 8, 2025

CSI	CSI Description	Parking Garage	\$/SF Parking Garage	Convention Center	\$/SF Convention Center	Hotel	\$/SF Hotel	Totals
01 00 00	General Conditions	730,049	\$ 3.30	1,416,422	\$ 15.98	1,431,118	\$ 12.98	3,577,589
01 45 00	Testing & Inspections - By Owner	0	\$ -	0	\$ -	0	\$ -	0
01 50 00	Division 1 General Requirements	747,432	\$ 3.38	1,450,146	\$ 16.36	1,465,192	\$ 13.29	3,662,770
01 51 00	Division 1 Direct Costs	24,434	\$ 0.11	47,934	\$ 0.54	50,137	\$ 0.45	122,505
01 54 00	Hoisting & Major Equipment	221,300	\$ 1.00	1,067,741	\$ 12.05	1,375,443	\$ 12.48	2,664,484
01 71 00	Surveying and Layout	56,673	\$ 0.26	15,456	\$ 0.17	20,608	\$ 0.19	92,737
02 40 00	Demolition	908,524	\$ 4.11	0	\$ -	0	\$ -	908,524
03 30 00	Concrete Work	2,301,879	\$ 10.40	1,310,889	\$ 14.79	4,014,180	\$ 36.41	7,626,947
03 40 00	Precast Concrete	7,166,275	\$ 32.38	0	\$ -	0	\$ -	7,166,275
04 20 00	Masonry	226,112	\$ 1.02	208,507	\$ 2.35	220,705	\$ 2.00	655,324
05 10 00	Structural Steel & Deck	0	\$ -	3,216,972	\$ 36.29	2,213,117	\$ 20.07	5,430,089
05 50 00	Metal Fabrications	131,093	\$ 0.59	599,490	\$ 6.76	468,987	\$ 4.25	1,199,569
05 70 00	Ornamental Metal	0	\$ -	467,929	\$ 5.28	0	\$ -	467,929
06 10 00	Rough Carpentry	0	\$ -	44,771	\$ 0.51	111,415	\$ 1.01	156,186
06 40 00	Interior Architectural Millwork	0	\$ -	1,927,377	\$ 21.74	580,179	\$ 5.26	2,507,556
06 80 00	Fiberglass Reinforced Panels (FRP)	0	\$ -	47,783	\$ 0.54	0	\$ -	47,783
07 10 00	Waterproofing & Dampproofing	167,740	\$ 0.76	186,824	\$ 2.11	0	\$ -	354,565
07 21 00	Building & Sound Insulation	0	\$ -	127,324	\$ 1.44	115,250	\$ 1.05	242,574
07 24 00	Synthetic Exterior Wall System	0	\$ -	327,308	\$ 3.69	450,976	\$ 4.09	778,284
07 41 00	Metal Roof Panels	0	\$ -	208,823	\$ 2.36	0	\$ -	208,823
07 42 00	Wall Panels	0	\$ -	566,501	\$ 6.39	718,505	\$ 6.52	1,285,006
07 50 00	Roofing	5,556	\$ 0.03	772,350	\$ 8.71	505,121	\$ 4.58	1,283,027
07 60 00	Sheet Metal & Flashing	2,425	\$ 0.01	100,167	\$ 1.13	23,639	\$ 0.21	126,231
07 70 00	Roof Accessories	0	\$ -	261,973	\$ 2.96	0	\$ -	261,973
07 81 00	Sprayed Fireproofing	0	\$ -	322,689	\$ 3.64	0	\$ -	322,689
07 84 00	Firestopping	1,919	\$ 0.01	63,982	\$ 0.72	132,072	\$ 1.20	197,973
07 90 00	Caulking & Sealants	15,293	\$ 0.07	58,203	\$ 0.66	11,141	\$ 0.10	84,638
07 95 00	Expansion Joints	144,912	\$ 0.65	0	\$ -	0	\$ -	144,912
08 10 00	Doors, Frames & Hardware	16,417	\$ 0.07	207,911	\$ 2.35	1,558,677	\$ 14.14	1,783,005
08 30 00	Special Doors	0	\$ -	20,204	\$ 0.23	0	\$ -	20,204
08 40 00	Entrances, Storefronts & Curtain Walls	0	\$ -	1,531,592	\$ 17.28	1,864,970	\$ 16.92	3,396,562
08 80 00	Glass & Glazing - Interior	0	\$ -	0	\$ -	45,459	\$ 0.41	45,459
09 00 00	Interior Finishes	0	\$ -	0	\$ -	384,264	\$ 3.49	384,264
09 20 00	Metal Stud & Drywall	11,470	\$ 0.05	2,653,204	\$ 29.93	3,994,903	\$ 36.23	6,659,577
09 30 00	Tile & Stone	0	\$ -	607,579	\$ 6.85	809,152	\$ 7.34	1,416,731
09 50 00	Acoustical Treatment	9,900	\$ 0.04	199,703	\$ 2.25	0	\$ -	209,603
09 64 00	Wood Flooring	0	\$ -	17,679	\$ 0.20	40,430	\$ 0.37	58,109
09 65 00	Resilient Flooring	2,788	\$ 0.01	42,047	\$ 0.47	745,825	\$ 6.76	790,661
09 68 00	Carpeting	0	\$ -	123,467	\$ 1.39	20,669	\$ 0.19	144,137
09 72 00	Wall Covering - Installation Only	263	\$ 0.00	119,537	\$ 1.35	164,605	\$ 1.49	284,405
09 90 00	Painting	83,515	\$ 0.38	112,313	\$ 1.27	300,065	\$ 2.72	495,893
09 97 00	Special Coatings	443,987	\$ 2.01	35,654	\$ 0.40	10,266	\$ 0.09	489,907
10 14 00	Identifying Devices	98,107	\$ 0.44	19,693	\$ 0.22	84,040	\$ 0.76	201,840
10 20 00	Toilet Partitions & Screens	0	\$ -	73,745	\$ 0.83	16,769	\$ 0.15	90,515
10 21 00	Shower Enclosures	0	\$ -	0	\$ -	308,017	\$ 2.79	308,017

Jefferson City
Hotel & Conference Center
 Pre-Development Business Plan



Jefferson City Hotel and Convention Center

Jefferson City, MO

Conceptual Estimate
 January 8, 2025

CSI	CSI Description	Parking Garage	\$/SF Parking Garage	Convention Center	\$/SF Convention Center	Hotel	\$/SF Hotel	Totals
10 22 00	Operable Walls	0	\$ -	736,090	\$ 8.30	87,918	\$ 0.80	824,008
10 26 00	Protection Covers	0	\$ -	0	\$ -	63,411	\$ 0.58	63,411
10 28 00	Toilet Accessories	0	\$ -	45,459	\$ 0.51	128,236	\$ 1.16	173,696
10 44 00	Fire Extinguishers & Cabinets	13,105	\$ 0.06	9,016	\$ 0.10	13,087	\$ 0.12	35,208
10 51 00	Lockers	0	\$ -	10,102	\$ 0.11	0	\$ -	10,102
10 80 00	Miscellaneous Specialties	0	\$ -	75,766	\$ 0.85	0	\$ -	75,766
11 12 00	Parking Equipment	50,598	\$ 0.23	0	\$ -	0	\$ -	50,598
11 24 00	Façade Maintenance Equipment	0	\$ -	0	\$ -	99,034	\$ 0.90	99,034
11 40 00	Food Service Equipment	0	\$ -	1,227,405	\$ 13.85	202,042	\$ 1.83	1,429,447
13 11 00	Water Features, Pools & Spas	0	\$ -	324,947	\$ 3.67	0	\$ -	324,947
14 20 00	Elevators	463,663	\$ 2.10	681,255	\$ 7.69	1,175,393	\$ 10.66	2,320,311
21 00 00	Fire Suppression	356,938	\$ 1.61	492,486	\$ 5.56	501,366	\$ 4.55	1,350,790
22 00 00	Plumbing	380,708	\$ 1.72	1,843,165	\$ 20.79	2,363,347	\$ 21.44	4,587,221
23 00 00	Mechanical	111,973	\$ 0.51	4,298,064	\$ 48.49	3,364,726	\$ 30.52	7,774,763
26 00 00	Electrical	866,588	\$ 3.92	4,893,525	\$ 55.21	3,520,707	\$ 31.93	9,280,820
27 00 00	Low Voltage	386,897	\$ 1.75	895,430	\$ 10.10	891,318	\$ 8.08	2,173,646
31 00 00	Site Clearing & Earthwork	539,269	\$ 2.44	0	\$ -	0	\$ -	539,269
31 40 00	Underpinning & Shoring	840,889	\$ 3.80	0	\$ -	0	\$ -	840,889
31 60 00	Foundations	569,934	\$ 2.58	410,635	\$ 4.63	304,061	\$ 2.76	1,284,630
32 12 00	Asphalt/Paving/Striping/Bumpers	44,265	\$ 0.20	0	\$ -	0	\$ -	44,265
32 16 00	Site Concrete	182,109	\$ 0.82	0	\$ -	0	\$ -	182,109
32 90 00	Landscaping & Irrigation	90,852	\$ 0.41	65,664	\$ 0.74	0	\$ -	156,516
33 00 00	Site Utilities	443,758	\$ 2.01	0	\$ -	0	\$ -	443,758
Subtotal		18,859,610	\$ 85.22	36,590,898	\$ 412.81	36,970,547	\$ 335.33	92,421,055
Cost Escalation		0.00%	0	\$ -	0	\$ -	0	0
Subtotal		18,859,610	\$ 85.22	36,590,898	\$ 412.81	36,970,547	\$ 335.33	92,421,055
Performance Bond		0.00%	0	\$ -	0	\$ -	0	0
Building Permit - By Owner		0.00%	0	\$ -	0	\$ -	0	0
Design Contingency		2.50%	471,490	\$ 2.13	914,772	\$ 10.32	924,264	2,310,526
Construction Contingency		2.00%	386,622	\$ 1.75	750,113	\$ 8.46	757,896	1,894,632
Contractor's Fee		3.00%	591,532	\$ 2.67	1,147,674	\$ 12.95	1,159,581	2,898,786
Total Budget Estimate		20,309,254	\$ 91.77	39,403,457	\$ 444.54	39,812,289	\$ 361.11	99,525,000



Jefferson City Hotel and Convention Center

Jefferson City, MO

Conceptual Estimate
January 8, 2025

Parking Garage

Current \$/SF	\$91.77
Current Total	\$20,309,254
Gross SF	221,300

CSI	Description	Qty	Unit	Unit Cost	Extension	Total	Cost Per SF
General Conditions							
	Core & Shell	84.6%	83%	730,049	606,456		
	MEPS	12.4%	16%	730,049	118,905		
	Finishes	3.0%	1%	730,049	4,688		
01 00 00	General Conditions					730,049	3.30
01 45 00	Testing & Inspections - By Owner					0	-
Division 1 General Requirements							
	Core & Shell		83%	747,432	620,896		
	MEPS		16%	747,432	121,736		
	Finishes		1%	747,432	4,800		
01 50 00	Division 1 General Requirements					747,432	3.38
Division 1 Direct Costs							
	Final Cleanup	221,300	SF	0.10	22,395		
	Final Cleanup	101,000	SF	0.02	2,039		
01 51 00	Division 1 Direct Costs					24,434	0.11
Hoisting & Major Equipment							
	General Hoisting	221,300	SF	1.00	221,300		
01 54 00	Hoisting & Major Equipment					221,300	1.00
Surveying and Layout							
	Survey Crew	15	DAYS	2,576.04	38,641		
	Survey Crew	7	DAYS	2,576.04	18,032		
01 71 00	Surveying and Layout					56,673	0.26
Demolition							
	Demolition of Existing Structures	1	LS	908,523.99	908,524		
02 40 00	Demolition					908,524	4.11
Concrete Work							
	Slab On Grade	42,900	SF	12.14	520,956		
	Below Grade Walls	13,352	SF	65.78	878,257		
	Topping Slabs	178,400	SF	5.06	902,666		
03 30 00	Concrete Work					2,301,879	10.40
Precast Concrete							
	Precast Structure	221,300	SF	32.38	7,166,275		
03 40 00	Precast Concrete					7,166,275	32.38
Masonry							
	CMU Walls	7,980	SF	28.33	226,112		
04 20 00	Masonry					226,112	1.02
Metal Fabrications							
	HT	RISERS	QTY	FLOORS			
	42	77	2	4	-	RSR	1,212.25
					20	EA	909.19
					900	SF	45.54
					45	EA	354.18
					221,300	SF	0.25
05 50 00	Metal Fabrications					131,093	0.59
Waterproofing & Dampproofing							
	Below Grade Waterproofing	13,352	SF	12.14	162,140		
	Elevator Pits	680	SF	8.24	5,600		
07 10 00	Waterproofing & Dampproofing					167,740	0.76
Roofing							
	Membrane Roofing including back of parapets	250	SF	22.22	5,556		
07 50 00	Roofing					5,556	0.03
Sheet Metal & Flashing							
	Parapet Cap	80	LF	30.31	2,425		
07 60 00	Sheet Metal & Flashing					2,425	0.01



Jefferson City Hotel and Convention Center

Jefferson City, MO
Conceptual Estimate
January 8, 2025

Current \$/SF	\$91.77
Current Total	\$20,309,254
Gross SF	221,300

Parking Garage

CSI	Description	Qty	Unit	Unit Cost	Extension	Total	Cost Per SF			
Firestopping										
	Top of Wall	190	LF	10.10	1,919					
07 84 00	Firestopping					1,919	0.01			
Caulking & Sealants										
	Undefined Caulking	101,000	SF	0.15	15,293					
07 90 00	Caulking & Sealants					15,293	0.07			
Expansion Joints										
	Expansion Joints	716	LF	202.39	144,912					
07 95 00	Expansion Joints					144,912	0.65			
Doors, Frames & Hardware										
	Un-defined Doors	5	EA	2,525.53	12,628					
	Card Key Entry Hardware Install (All BOH Entry Doors, 50% of BOH Doors and Un-defined D	3	EA	1,263.19	3,790					
08 10 00	Doors, Frames & Hardware					16,417	0.07			
Metal Stud & Drywall										
	Shaft Walls	684	SF	14.34	9,812					
	Undefined Walls	137	SF	12.12	1,658					
09 20 00	Metal Stud & Drywall					11,470	0.05			
Acoustical Treatment										
	BOH Ceiling	1,400	SF	7.07	9,900					
09 50 00	Acoustical Treatment					9,900	0.04			
Resilient Flooring										
	Rubber Base	920	LF	3.03	2,788					
09 65 00	Resilient Flooring					2,788	0.01			
Wall Covering - Installation Only										
	FOH Wall Covering	137	SF	1.92	263					
09 72 00	Wall Covering - Installation Only					263	0.00			
Painting										
	Paint Walls - FOH	3,360	SF	0.86	2,885					
	Paint Walls - BOH	6,377	SF	0.86	5,476					
	Paint Ceilings - Exposed	2,000	SF	0.81	1,616					
	Paint Spandrels (inside & out)	35,960	SF	2.02	72,780					
	Paint Doors & Frames	5	EA	151.53	758					
09 90 00	Painting					83,515	0.38			
Special Coatings										
	Sealed Concrete Flooring	219,750	SF	2.02	443,987					
09 97 00	Special Coatings					443,987	2.01			
Identifying Devices										
	Undefined Code Required Signage	695	CAR	35.42	24,616					
	Stairwell Code Required Signage	8	EA	353.57	2,829					
	Building Identification Signage	1	EA	70,662.98	70,663					
10 14 00	Identifying Devices					98,107	0.44			
Fire Extinguishers & Cabinets										
	2A:10BC with Semi-Recessed Cabinet	74	EA	177.09	13,105					
10 44 00	Fire Extinguishers & Cabinets					13,105	0.06			
Parking Equipment										
	Parking Gates	2	EA	25,298.93	50,598					
11 12 00	Parking Equipment					50,598	0.23			
Elevators										
	Passenger Elevators	Capacity 3,000	Speed 200	Stops 5	Rise 52	2	EA	231,831.27	463,663	
14 20 00	Elevators							463,663	2.10	



Jefferson City Hotel and Convention Center

Jefferson City, MO

Conceptual Estimate
 January 8, 2025

Parking Garage

Current \$/SF	\$91.77
Current Total	\$20,309,254
Gross SF	221,300

CSI	Description	Qty	Unit	Unit Cost	Extension	Total	Cost Per SF
Fire Suppression							
	Fire Sprinkler Systems - Dry Stand Pipes	221,300	SF	0.40	89,578		
	Fire Sprinkler Systems - Dry	132,100	SF	2.02	267,359		
21 00 00	Fire Suppression					356,938	1.61
Plumbing							
	Plumbing Systems - Drainage	221,300	SF	1.72	380,708		
22 00 00	Plumbing					380,708	1.72
Mechanical							
	Mechanical Systems	221,300	SF	0.51	111,973		
23 00 00	Mechanical					111,973	0.51
Electrical							
	Electrical Systems	221,300	SF	2.53	559,865		
	Fire Alarm Systems	221,300	SF	1.01	223,946		
	Electric Car Charging Stations	-	EA	45,426.20	0		
	Landscaping Lighting	18,000	SF	1.51	27,256		
	Site Power & Distribution	500	LF	100.95	50,474		
	Site Signage Connection	1	EA	5,047.36	5,047		
26 00 00	Electrical					866,588	3.92
Low Voltage							
	Low Voltage Systems	221,300	SF	1.52	335,919		
	Low Voltage Systems	101,000	SF	0.50	50,978		
27 00 00	Low Voltage					386,897	1.75
Site Clearing & Earthwork							
	Site Cut & Haul Off	11,000	CY	30.28	333,125		
	Hard Dig Excavation & Haul Off (10% of Cut & Fill quantity)	1,100	CY	30.28	33,313		
	Clear & Grub site area	101,000	SF	1.51	152,935		
	SWPPP						
	Initial Install	2	Acres	1,615.15	3,745		
	Materials	2	Acres	2,018.94	4,681		
	Temporary Roads	15,150	SF	0.76	11,470		
31 00 00	Site Clearing & Earthwork					539,269	2.44
Underpinning & Shoring							
	Support of Excavation	9,800	SF	85.81	840,889		
31 40 00	Underpinning & Shoring					840,889	3.80
Foundations							
	Foundations	25,600	SF	22.26	569,934		
31 60 00	Foundations					569,934	2.58
Asphalt/Paving/Striping/Bumpers							
	Parking Stall Striping	695	EA	30.28	21,047		
	Handicap Stall Striping and Signage (10% of overall parking count)	70	EA	302.84	21,199		
	Directional Striping	8	EA	252.37	2,019		
32 12 00	Asphalt/Paving/Striping/Bumpers					44,265	0.20
Site Concrete							
	Curb & Gutter	1,400	LF	26.25	36,745		
	Sidewalk	18,000	SF	8.08	145,364		
32 16 00	Site Concrete					182,109	0.82
Landscaping & Irrigation							
	Low Density Landscaping	18,000	SF	5.05	90,852		
32 90 00	Landscaping & Irrigation					90,852	0.41



Jefferson City Hotel and Convention Center

Jefferson City, MO
Conceptual Estimate
January 8, 2025

Parking Garage

Current \$/SF	\$91.77
Current Total	\$20,309,254
Gross SF	221,300

CBI	Description	Qty	Unit	Unit Cost	Extension	Total	Cost Per SF
Site Utilities							
	Sand / Oil Interceptor	765	GAL	50.60	38,707		
	Fire Water	450	LF	151.42	68,139		
	Gate Valves	1	EA	5,047.36	5,047		
	Fire Hydrants	2	EA	5,047.36	10,095		
	Domestic Water	300	LF	151.42	45,426		
	Domestic Sewer Main - 24" SDR (10' deep avg)	300	LF	136.28	40,884		
	Man Holes - 10' Deep	2	EA	12,113.65	24,227		
	Sewer Lateral to Building	2	EA	25,236.78	50,474		
	Grease Interceptors	500	GAL	20.19	10,095		
	Storm Drain Main - 48" RCP	200	LF	353.31	70,663		
	Storm Drain Laterals - 24" RCP	350	LF	126.18	44,164		
	Catch Basins - 32" dia.	2	EA	6,561.56	13,123		
	Gas Line - 4"	150	LF	151.42	22,713		
33 00 00	Site Utilities					443,758	2.01
Subtotal						18,859,610	85.22
Cost Escalation						0	-
Performance Bond						0	-
Building Permit - By Owner						0	-
Design Contingency						471,490	2.13
Construction Contingency						386,622	1.75
Contractor's Fee						591,532	2.67
Total Budget Estimate						20,309,254	91.77



Jefferson City Hotel and Convention Center

Jefferson City, MO

Conceptual Estimate

January 8, 2025

Convention Center

Current \$/SF

\$444.54

Current Total

\$39,403,457

Gross SF

88,638

CSI	Description	Qty	Unit	Unit Cost	Extension	Total	Cost Per SF
General Conditions							
	Core & Shell	40.9%	47%	1,416,422	660,994		
	MEPS	36.7%	35%	1,416,422	499,336		
	FOH	16.1%	13%	1,416,422	189,879		
	BOH	5.3%	5%	1,416,422	66,213		
01 00 00	General Conditions					1,416,422	15.98
01 45 00	Testing & Inspections - By Owner					0	-
Division 1 General Requirements							
	Core & Shell		47%	1,450,146	676,732		
	MEPS		35%	1,450,146	511,225		
	FOH		13%	1,450,146	194,400		
	BOH		5%	1,450,146	67,790		
01 50 00	Division 1 General Requirements					1,450,146	16.36
Division 1 Direct Costs							
	Final Cleanup - FOH Areas	61,655	SF	0.61	37,371		
	Final Cleanup - BOH Areas	26,142	SF	0.40	10,564		
01 51 00	Division 1 Direct Costs					47,934	0.54
Hoisting & Major Equipment							
	General Hoisting	88,638	SF	6.52	577,753		
	Tower Crane	88,638	SF	5.53	489,988		
01 54 00	Hoisting & Major Equipment					1,067,741	12.05
Surveying and Layout							
	Survey Crew	6	DAYS	2,576.04	15,456		
01 71 00	Surveying and Layout					15,456	0.17
Concrete Work							
	Slab on Grade	56,670	SF	12.12	686,983		
	Slab on Metal Deck	33,100	SF	11.11	367,817		
	Structural Concrete - Within Tower Footprint	3,900	SF	65.66	256,088		
03 30 00	Concrete Work					1,310,889	14.79
Masonry							
	CMU	6,880	SF	30.31	208,507		
04 20 00	Masonry					208,507	2.35
Structural Steel & Deck							
	Floor Structural Steel (14.5lbs/sf)	496	33,100 SF	288	TONS	4,596.46	1,323,641
	Roof Structural Steel (10lbs/sf)	1,480	34,752 SF	209	TONS	4,596.46	958,416
	Metal Deck			70,984	SF	10.35	735,015
	Porte Cochere Roof Structural Steel (18lbs/sf)		3,132 SF	34	TONS	5,909.73	199,900
05 10 00	Structural Steel & Deck					3,216,972	36.29
Metal Fabrications							
	Stairs	HT 18	RISERS 33	QTY 3	FLOORS 1	99	RSR 1,212.25
	Elevator Guide Rails					16	EA 909.19
	Operable Partition Support					330	LF 353.57
	Pipe Bollards					6	EA 353.57
	Façade Support					38	TN 5,556.16
	Undefined Metal Fabrications					88,638	SF 1.52
05 50 00	Metal Fabrications						134,314
						599,490	6.76
Ornamental Metal							
	Ornamental Railings			72	LF	732.40	52,733
	Balcony Railings			100	LF	732.40	73,240
	Balcony Railings - Level 5			340	LF	530.36	180,322
	Grand Stair			32	RSR	5,051.05	161,634
05 70 00	Ornamental Metal					467,929	5.28
Rough Carpentry							
	Undefined Rough Carpentry			88,638	SF	0.51	44,771
06 10 00	Rough Carpentry					44,771	0.51



Jefferson City Hotel and Convention Center

Jefferson City, MO
 Conceptual Estimate
 January 8, 2025
Convention Center

Current \$/SF	\$444.54
Current Total	\$39,403,457
Gross SF	88,638

CSI	Description	Qty	Unit	Unit Cost	Extension	Total	Cost Per SF
Interior Architectural Millwork							
	Ballrooms and Meeting Rooms	29,650	SF	25.26	748,818		
	Prefunction	12,100	SF	10.10	122,235		
	Signature Restaurant	2,500	SF	151.53	378,829		
	Lobby / Lounge	4,980	SF	50.51	251,542		
FOH							
	Wood Wall Panels	5,741	SF	45.46	260,965		
	Wood Ceiling Panels	996	SF	45.46	45,278		
BOH							
	BOH Support Space	7,900	SF	15.15	119,710		
06 40 00	Interior Architectural Millwork					1,927,377	21.74
Fiberglass Reinforced Panels (FRP)							
	FRP at Walls	11,825	SF	4.04	47,783		
06 80 00	Fiberglass Reinforced Panels (FRP)					47,783	0.54
Waterproofing & Dampproofing							
	Weather Barrier	12,095	SF	5.05	61,092		
	Exterior Waterproofing	4,000	SF	7.58	30,306		
	Elevator Pits	2,690	SF	8.24	22,155		
	Balconies / Elevated Decks	3,765	SF	15.30	57,622		
	Balcony Waterproofing	950	SF	16.47	15,648		
07 10 00	Waterproofing & Dampproofing					186,824	2.11
Building & Sound Insulation							
	Exterior Wall Insulation	16,947	SF	3.54	59,920		
	Interior Wall Insulation	88,963	SF	0.76	67,404		
07 21 00	Building & Sound Insulation					127,324	1.44
Synthetic Exterior Wall System							
	EIFS Façade	7,200	SF	45.46	327,308		
07 24 00	Synthetic Exterior Wall System					327,308	3.69
Metal Roof Panels							
	Porte Cochere Roof	3,758	SF	55.56	208,823		
07 41 00	Metal Roof Panels					208,823	2.36
Wall Panels							
	Metal Ceiling Panels	4,852	SF	50.51	245,077		
	Metal Wall Panel Façade	4,895	SF	65.66	321,424		
07 42 00	Wall Panels					566,501	6.39
Roofing							
	Membrane Roofing including back of parapets	34,752	SF	22.22	772,350		
07 50 00	Roofing					772,350	8.71
Sheet Metal & Flashing							
	Parapet Cap	1,377	LF	30.31	41,732		
07 60 00	Sheet Metal & Flashing					100,167	1.13
Roof Accessories							
	Pedestal Paver System - Pool Deck	3,765	SF	55.56	209,189		
	Pedestal Paver System	950	SF	55.56	52,783		
07 70 00	Roof Accessories					261,973	2.96
Sprayed Fireproofing							
	Fireproofing of Structural Steel	70,984	SF	4.55	322,689		
07 81 00	Sprayed Fireproofing					322,689	3.64
Firestopping							
	Top of Wall	3,636	LF	10.10	36,731		
	Edge of Slab Fire stopping	2,075	LF	13.13	27,250		
07 84 00	Firestopping					63,982	0.72
Caulking & Sealants							
	Undefined Caulking	88,638	SF	0.66	58,203		
07 90 00	Caulking & Sealants					58,203	0.66



Jefferson City Hotel and Convention Center

Jefferson City, MO
Conceptual Estimate
January 8, 2025
Convention Center

Current \$/SF	\$444.54
Current Total	\$39,403,457
Gross SF	88,638

CSI	Description	Qty	Unit	Unit Cost	Extension	Total	Cost Per SF
Doors, Frames & Hardware							
	FOH Elevator Lobby Doors	1	PR	5,051.05	5,051		
	Stairwell Doors	4	EA	2,728.50	10,914		
	FOH Doors	15	EA	2,525.53	37,883		
	BOH Doors	10	EA	2,525.53	25,255		
	HM Exterior Room Doors - Singles	5	EA	3,535.74	17,679		
	Meeting Room Doors - Pairs	5	PR	10,102.10	50,511		
	Un-defined Doors	17	EA	2,525.53	42,934		
	Card Key Entry Hardware Install (All BOH Entry Doors, 50% of BOH Doors and Un-defined D	14	EA	1,263.19	17,685		
08 10 00	Doors, Frames & Hardware					207,911	2.35
Special Doors							
	OH Doors at Loading Dock	1	EA	20,204.20	20,204		
08 30 00	Special Doors					20,204	0.23
Entrances, Storefronts & Curtain Walls							
	Storefront	5,499	SF	75.77	416,636		
	Curtainwall - 15' Spans at Conf. w/ Steel Support Midspan	9,750	SF	95.97	935,707		
	Revolving Door	1	EA	20,204.20	20,204		
	Single Doors	2	EA	10,102.10	20,204		
	Entry Doors	5	PR	18,183.78	90,919		
	Custom Door Pulls	24	EA	1,515.32	36,368		
	Final Clean - Exterior Glass	15,250	CSF	0.76	11,554		
08 40 00	Entrances, Storefronts & Curtain Walls					1,531,592	17.28
Metal Stud & Drywall							
	Demising / Corridor Walls	66,816	SF	16.16	1,079,971		
	Exterior Framing and Sheathing	12,095	SF	25.26	305,462		
	Shaft Walls	12,960	SF	14.34	185,911		
	Hard Lid Ceilings	42,834	SF	20.20	865,427		
	Soffits - 4 sffit	10,400	SF	10.10	105,062		
	Undefined Walls	9,187	SF	12.12	111,371		
09 20 00	Metal Stud & Drywall					2,653,204	29.93
Tile & Stone							
	FOH Areas						
	Tile Floor	12,505	SF	30.31	378,980		
	Tile Walls	4,484	SF	32.33	144,953		
	BOH Areas						
	Quarry Tile Floor	3,000	SF	25.26	75,766		
	Quarry Tile Base	312	LF	25.26	7,880		
09 30 00	Tile & Stone					607,579	6.85
Acoustical Treatment							
	BOH Ceiling	3,205	SF	7.07	22,664		
	Kitchen / Wet Area Ceilings	3,000	SF	9.09	27,276		
09 50 00	Acoustical Treatment					199,703	2.25
Wood Flooring							
	Wood Floors	500	SF	35.36	17,679		
09 64 00	Wood Flooring					17,679	0.20
Resilient Flooring							
	Rubber Base	3,930	LF	3.03	11,910		
	Johnsonite Base	3,729	LF	8.08	30,137		
09 65 00	Resilient Flooring					42,047	0.47
09 66 00	Terrazzo					0	-
Carpeting							
	FOH Areas - Install Only	45,650	SF	5,072	SY	61,488	
	BOH Areas	8,495	SF	944	SY	61,979	
09 68 00	Carpeting					123,467	1.39



Jefferson City Hotel and Convention Center

Jefferson City, MO

Conceptual Estimate
 January 8, 2025

Convention Center

Current \$/SF	\$444.54
Current Total	\$39,403,457
Gross SF	88,638

CSI	Description	Qty	Unit	Unit Cost	Extension	Total	Cost Per SF
Wall Covering - Installation Only							
	FOH Wall Covering	62,279	SF	1.92	119,537		
09 72 00	Wall Covering - Installation Only					119,537	1.35
Painting							
	Paint Walls - FOH	20,474	SF	0.86	17,581		
	Paint Walls - BOH	15,427	SF	0.86	13,247		
	Paint Ceilings	53,234	SF	0.91	48,400		
	Paint Ceilings - Exposed	22,937	SF	0.81	18,537		
	Paint Doors	63	EA	151.53	9,546		
	Paint Stairs	99	RSRS	50.53	5,002		
09 90 00	Painting					112,313	1.27
Special Coatings							
	Sealed Concrete Flooring	17,647	SF	2.02	35,654		
09 97 00	Special Coatings					35,654	0.40
Identifying Devices							
	Undefined Code Required Signage	88,638	SF	0.15	13,431		
	Luminous Striping at Stair Treads	396	LF	13.13	5,201		
	Stairwell Code Required Signage	3	EA	353.57	1,061		
10 14 00	Identifying Devices					19,693	0.22
Toilet Partitions & Screens							
	FOH - ADA Stalls	5	EA	2,020.42	10,102		
	FOH - Stalls	25	EA	1,818.38	45,459		
	FOH - Urinal Screens	13	EA	909.19	11,819		
	BOH - ADA Stalls	1	EA	1,515.32	1,515		
	BOH - Stalls	4	EA	1,212.25	4,849		
10 20 00	Toilet Partitions & Screens					73,745	0.83
Operable Walls							
	Operable Walls	170 LF	18 HGT	3,060 SF	65.66	200,931	
	Operable Walls	326 LF	25 HGT	8,150 SF	65.66	535,159	
10 22 00	Operable Walls					736,090	8.30
Toilet Accessories							
	FOH - per stall	43	EA	1,010.21	43,439		
	BOH - per stall	5	EA	404.08	2,020		
10 28 00	Toilet Accessories					45,459	0.51
Fire Extinguishers & Cabinets							
	2A:10BC with Semi-Recessed Cabinet - FOH	21	EA	353.57	7,425		
	2A:10BC - BOH	9	EA	176.79	1,591		
10 44 00	Fire Extinguishers & Cabinets					9,016	0.10
Lockers							
	Employee Lockers - 2 high cubes	20	EA	505.11	10,102		
10 51 00	Lockers					10,102	0.11
Miscellaneous Specialties							
	Lift at Service Entrance	1	LS	30,306.30	30,306		
	Dock Levelers & Bumpers	3	EA	15,153.15	45,459		
10 80 00	Miscellaneous Specialties					75,766	0.85
Food Service Equipment							
	Kitchens	3,000	SF	272.76	818,270		
	Cold Storage Space	3,000	SF	136.38	409,135		
11 40 00	Food Service Equipment					1,227,405	13.85
Water Features, Pools & Spas							
	Pool - Level 5	1	LS	323,267.20	323,267		
	Balcony Area Drainage	950	SF	1.77	1,679		
13 11 00	Water Features, Pools & Spas					324,947	3.67



Jefferson City Hotel and Convention Center
Jefferson City, MO

Conceptual Estimate
January 8, 2025

Convention Center

Table with 2 columns: Metric, Value. Rows: Current \$/SF (\$444.54), Current Total (\$39,403,457), Gross SF (88,638).

Main cost breakdown table with columns: CSI, Description, Qty, Unit, Unit Cost, Extension, Total, Cost Per SF. Includes sections for Elevators, Fire Suppression, Plumbing, Mechanical, Electrical, Low Voltage, Foundations, Landscaping & Irrigation, and a Subtotal/Total Budget Estimate section.



Jefferson City Hotel and Convention Center

Jefferson City, MO

Conceptual Estimate

January 8, 2025

Hotel

Total Keys 203

Current \$/SF	\$361.11
Current Total	\$39,812,289
Gross SF	110,251

CSI	Description	Qty	Unit	Unit Cost	Extension	Total	Cost Per SF		
General Conditions									
	Core & Shell	47.0%	48%	1,431,118	693,785				
	MEPS	31.0%	28%	1,431,118	401,531				
	Guestrooms	16.7%	17%	1,431,118	242,914				
	FOH	4.3%	5%	1,431,118	69,749				
	BOH	1.0%	2%	1,431,118	23,140				
01 00 00	General Conditions					1,431,118	12.98		
01 45 00	Testing & Inspections - By Owner					0	-		
Division 1 General Requirements									
	Core & Shell		48%	1,465,192	710,303				
	MEPS		28%	1,465,192	411,091				
	Guestrooms		17%	1,465,192	248,698				
	FOH		5%	1,465,192	71,409				
	BOH		2%	1,465,192	23,690				
01 50 00	Division 1 General Requirements					1,465,192	13.29		
Division 1 Direct Costs									
	Final Cleanup	110,251	SF	0.45	50,137				
01 51 00	Division 1 Direct Costs					50,137	0.45		
Hoisting & Major Equipment									
	General Hoisting	110,251	SF	6.24	688,095				
	Tower Crane	124,340	SF	5.53	687,348				
01 54 00	Hoisting & Major Equipment					1,375,443	12.48		
Surveying and Layout									
	Survey Crew	8	DAYS	2,576.04	20,608				
01 71 00	Surveying and Layout					20,608	0.19		
Concrete Work									
	Slab on Metal Deck	54,750	SF	9.10	497,951				
	Structural Concrete	69,590	SF	50.53	3,516,229				
03 30 00	Concrete Work					4,014,180	36.41		
Masonry									
	CMU Core Walls	7,800	SF	28.30	220,705				
04 20 00	Masonry					220,705	2.00		
Structural Steel & Deck									
	Cold Formed Steel Structure w/ Decking	-	SF	54,750	40.42	2,213,117			
05 10 00	Structural Steel & Deck					2,213,117	20.07		
Metal Fabrications									
	HT	RISERS	QTY	FLOORS					
	Stairs	72	131	1	8	131	RSR	1,212.25	158,805
	Stairs	72	131	1	8	131	RSR	1,212.25	158,805
	Elevator Pit Ladders					2	EA	1,212.25	2,425
	Elevator Sump Pit grates					2	EA	202.04	404
	Elevator Guide Rails					64	EA	909.19	58,188
	Elevator Screen	80	SF		2	EA		40.41	6,465
	Vanity Supports					2	EA	166.74	333
	Undefined Metal Fabrications					110,251	SF	0.76	83,561
05 50 00	Metal Fabrications							468,987	4.25
Rough Carpentry									
	Undefined Rough Carpentry	110,251	SF	1.01	111,415				
06 10 00	Rough Carpentry							111,415	1.01



Jefferson City Hotel and Convention Center

Jefferson City, MO
Conceptual Estimate
January 8, 2025

Current \$/SF	\$361.11
Current Total	\$39,812,289
Gross SF	110,251

Total		Total Keys		203			
CSI	Description	Qty	Unit	Unit Cost	Extension	Total	Cost Per SF
Interior Architectural Millwork							
	Elevator Lobbies	1,120	SF	15.16	16,977		
	Corridors	12,020	SF	15.16	182,203		
	BOH	10,321	SF	5.05	52,150		
	Guestrooms						
	King	\$ 1,113	\$/Key	190	Keys		
	Door Casings	68	12,920	LF	9.35	120,772	
	Valance	14	2,565	LF	35.37	90,723	
	1.5 Bay Suite	\$ 1,988	\$/Key	11	Keys		
	Door Casings	136	1,496	LF	9.35	13,984	
	Valance	20	223	LF	35.37	7,879	
	2 Bay Suite	\$ 4,864	\$/Key	1	Keys		
	Door Casings	136	136	LF	9.35	1,271	
	Valance	27	27	LF	35.37	955	
	Crown Molding	174	174	LF	15.16	2,638	
	4 Bay/Presidential	\$ 90,628	\$/Key	1	Keys		
	Vanity - Main Bath	5	5	LF	1,212.67	6,063	
	Closet Rod & Shelf	8	8	LF	151.58	1,213	
	Door Casings	238	238	LF	9.35	2,225	
	Valance	54	54	LF	35.37	1,910	
	Crown Molding	186	186	LF	15.16	2,819	
	Guestroom Feature Millwork	1,512	1,512	SF	50.53	76,398	
6 40 00	Interior Architectural Millwork					580,179	5.26
Building & Sound Insulation							
	Exterior Wall Insulation	11,475	SF	3.54	40,573		
	Demising / Corridor Walls	71,509	SF	0.76	54,197		
	Guestrooms						
	King		190	Keys			
	Bathroom Walls	120	22,800	SF	0.76	17,281	
	1.5 Bay Suite		11	Keys			
	Bathroom & Bedroom Walls	280	3,080	SF	0.76	2,334	
	2 Bay Suite		1	Keys			
	Bathroom & Bedroom Walls	600	600	SF	0.76	455	
	4 Bay/Presidential		1	Keys			
	Bathroom & Bedroom Walls	542	542	SF	0.76	411	
7 21 00	Building & Sound Insulation					115,250	1.05
Synthetic Exterior Wall System							
	EIFS Façade	9,920	SF	45.46	450,976		
7 24 00	Synthetic Exterior Wall System					450,976	4.09
Wall Panels							
	Metal Soffit Panels	3,000	SF	55.58	166,742		
	Metal Wall Panel Façade	8,400	SF	65.69	551,763		
7 42 00	Wall Panels					718,505	6.52
Roofing							
	Membrane Roofing including back of parapets	22,728	SF	22.22	505,121		
7 50 00	Roofing					505,121	4.58
Sheet Metal & Flashing							
	Parapet Cap	780	LF	30.31	23,639		
7 60 00	Sheet Metal & Flashing					23,639	0.21
Firestopping							
	Top of Wall	9,426	LF	10.10	95,222		
	Edge of Slab Fire stopping	2,805	LF	13.14	36,850		
7 84 00	Firestopping					132,072	1.20
Caulking & Sealants							
	Undefined Caulking	110,251	SF	0.10	11,141		
7 90 00	Caulking & Sealants					11,141	0.10



Jefferson City Hotel and Convention Center

Jefferson City, MO
Conceptual Estimate
January 8, 2025

Table with 2 columns: Metric, Value. Rows: Current \$/SF (\$361.11), Current Total (\$39,812,289), Gross SF (110,251).

Main cost breakdown table with columns: CSI, Description, Qty, Unit, Unit Cost, Extension, Total, Cost Per sq ft. Includes sections for Doors, Frames & Hardware; Entrances, Storefronts & Curtain Walls; Glass & Glazing - Interior; Interior Finishes; and Metal Stud & Drywall.



Jefferson City Hotel and Convention Center

Jefferson City, MO
Conceptual Estimate
January 8, 2025

Current \$/SF	\$361.11
Current Total	\$39,812,289
Gross SF	110,251

Total		Total Keys		203			
CSI	Description	Qty	Unit	Unit Cost	Extension	Total	Cost Per SF
	Drywall on Exterior Wall	108	SF	3.54	382		
	Shaft Wall	150	SF	12.83	1,925		
	Hard Lid Ceiling	373	SF	10.11	3,769		
	Hard Lid Ceiling	383	SF	10.11	3,870		
	Soffit	27	LF	13.85	374		
4 Bay/Presidential			1	Keys			
	Interior Partitions	1,400	SF	11.92	16,694		
	Drywall on Exterior Wall	216	SF	3.54	764		
	Shaft Wall	190	SF	12.83	2,438		
	Hard Lid Ceiling	802	SF	10.11	8,105		
	Hard Lid Ceiling	710	SF	10.11	7,175		
	Soffit	54	LF	13.85	748		
	Tub Deck Framing	1	EA	750.00	750		
4 Bay/Presidential			1	Keys	75,791.68	75,792	
9 20 00	Metal Stud & Drywall					3,994,903	36.23
Tile & Stone							
	FOH Tile Floor	3,739	SF	25.26	94,462		
	FOH Tile Base	272	LF	25.26	6,872		
	FOH Tile Walls	760	SF	25.26	19,201		
Guestrooms							
King			190	Keys			
	Bath Tile Floor	62	SF	22.23	261,896		
	Bath Tile Base	35	LF	22.23	147,844		
	Shower Walls	84	SF	8.08	129,028		
	Shower Curb	5	LF	35.37	33,601		
	Shower Niche	1	EA	252.64	48,001		
	Thresholds	1	LF	29.31	5,568		
1.5 Bay Suite			11	Keys			
	Bath Tile Floor	62	SF	22.23	15,162		
	Bath Tile Base	35	LF	22.23	8,559		
	Water Proofing	146	SF	3.54	5,680		
	Shower Walls	84	SF	8.08	7,470		
	Shower Curb	5	LF	35.37	1,945		
	Shower Niche	1	EA	252.64	2,779		
	Thresholds	1	LF	29.31	322		
2 Bay Suite			1	Keys			
	Bath Tile Floor	62	SF	22.23	1,378		
	Bath Tile Base	35	LF	22.23	778		
	Water Proofing	186	SF	3.54	658		
	Shower Walls	84	SF	8.08	679		
	Shower Curb	5	LF	35.37	177		
	Shower Niche	1	EA	252.64	253		
	Thresholds	1	LF	29.31	29		
	Powder Room Tile Floor	40	SF	22.23	889		
	Powder Room Tile Base	25	LF	22.23	556		
4 Bay/Presidential			1	Keys			
	Bath Tile Floor	157	SF	22.23	3,490		
	Bath Tile Base	75	LF	22.23	1,667		
	Bath Tile Wall	100	SF	22.23	2,223		
	Water Proofing	374	SF	3.54	1,323		
	Shower Floor	33	SF	8.08	267		
	Shower Walls	144	SF	8.08	1,164		
	Shower Curb	19	LF	35.37	672		
	Shower Bench	1	EA	454.75	455		
	Shower Niche	1	EA	252.64	253		
	Tub Deck	17	SF	50.53	859		
	Thresholds	1	LF	29.31	29		
	Vanity	13	SF	121.27	1,516		
	Powder Room Tile Floor	40	SF	22.23	889		
	Powder Room Tile Base	25	LF	22.23	556		
9 30 00	Tile & Stone					809,152	7.34
Wood Flooring							
Guestrooms							
4 Bay/Presidential			1	Keys			
	Guestroom Wood flooring	1,282	SF	28.00	35,896		
	Sound Underlayment	1,282	SF	3.54	4,534		
9 64 00	Wood Flooring					40,430	0.37



Jefferson City Hotel and Convention Center

Jefferson City, MO
Conceptual Estimate
January 8, 2025

Current \$/SF	\$361.11
Current Total	\$39,812,289
Gross SF	110,251

Total		Total Keys		203				
CSI	Description		Qty	Unit	Unit Cost	Extension	Total	Cost Per SF
Resilient Flooring								
	Johnsonite Base		4,409	LF	8.08	35,632		
	VCT		5,240	SF	5.05	26,468		
	Rubber Base		2,294	LF	3.03	6,952		
	Fitness Room Flooring		1,300	SF	25.26	32,832		
	Guestrooms							
	King		190	Keys				
	Luxury Vinyl Tile	316	60,040	SF	7.58	455,053		
	Base	83	15,770	LF	8.08	127,492		
	1.5 Bay Suite		11	Keys				
	Luxury Vinyl Tile	505	5,555	SF	7.58	42,102		
	Base	32	1,414	LF	8.08	11,427		
	2 Bay Suite		1	Keys				
	Luxury Vinyl Tile	654	654	SF	7.58	4,957		
	Base	64	174	LF	8.08	1,407		
	4 Bay/Presidential		1	Keys				
	Base	22	186	LF	8.08	1,504		
09 65 00 Resilient Flooring							745,825	6.76
Carpeting								
	FOH Carpet - Install Only	12,272	SF	1,364	SY	15.16	20,669	
09 68 00 Carpeting							20,669	0.19
Wall Covering - Installation Only								
	FOH Walls		29,828	SF	0.91	27,129		
	Guestrooms							
	King		190	Keys				
	Guestroom Wall	580	110,105	SF	1.01	111,267		
	1.5 Bay Suite		11	Keys				
	Guestroom Wall	1,760	19,355	SF	1.01	19,559		
	2 Bay Suite		1	Keys				
	Guestroom Wall	2,375	2,375	SF	1.01	2,400		
	4 Bay/Presidential		1	Keys				
	Guestroom Wall	4,206	4,206	SF	1.01	4,250		
09 72 00 Wall Covering - Installation Only							164,605	1.49
Painting								
	Paint Ceilings		30,017	SF	1.11	33,367		
	Paint BOH Walls		15,577	SF	0.96	14,954		
	Paint Ceilings - Exposed		10,321	SF	0.86	8,865		
	Paint Doors & Frames		19	EA	151.58	2,880		
	Paint Stairs		262	RSRS	50.53	13,238		
	Guestrooms							
	King		190	Keys				
	Paint Doors & Frames	2	380	EA	151.58	57,602		
	Paint Walls	580	110,105	SF	0.66	72,324		
	Paint Ceilings	392	74,385	SF	0.86	63,895		
	1.5 Bay Suite		11	Keys				
	Paint Doors & Frames	4	44	EA	151.58	6,670		
	Paint Walls	1,760	19,355	SF	0.66	12,713		
	Paint Ceilings	587	6,460	SF	0.86	5,549		
	2 Bay Suite		1	Keys				
	Paint Doors & Frames	4	4	EA	151.58	606		
	Paint Walls	2,375	2,375	SF	0.66	1,560		
	Paint Ceilings	783	783	SF	0.86	673		
	4 Bay/Presidential		1	Keys				
	Paint Doors & Frames	7	7	EA	151.58	1,061		
	Paint Walls	4,206	4,206	SF	0.66	2,763		
	Paint Ceilings	1,566	1,566	SF	0.86	1,345		
09 90 00 Painting							300,065	2.72
Special Coatings								
	Sealed Concrete		5,081	SF	2.02	10,266		
09 97 00 Special Coatings							10,266	0.09
Identifying Devices								
	Undefined Code Required Signage		203	Keys	318.33	64,620		
	Luminous Striping at Stair Treads - Code Required		1,048	LF	13.13	13,763		
	Stairwell Code Required Signage - Code Required		16	EA	353.57	5,657		
0 14 00 Identifying Devices							84,040	0.76



Jefferson City Hotel and Convention Center

Jefferson City, MO

Conceptual Estimate
 January 8, 2025

Current \$/SF \$361.11
 Current Total **\$39,812,289**
 Gross SF 110,251

Hotel

Total Keys 203

CSI	Description	Qty	Unit	Unit Cost	Extension	Total	Cost Per SF
Toilet Partitions & Screens							
	Public / BOH Restrooms						
	FOH - ADA Stalls	2	EA	2,020.42	4,041		
	FOH - Stalls	6	EA	1,818.38	10,910		
	FOH - Urinal Screens	2	EA	909.19	1,818		
0 20 00	Toilet Partitions & Screens					16,769	0.15
Shower Enclosures							
	Guestrooms						
	King	190	Keys				
	Shower Door	5,700	SF	50.53	288,008		
	1.5 Bay Suite	11	Keys				
	Shower Door	330	SF	50.53	16,674		
	2 Bay Suite	1	Keys				
	Shower Door	30	SF	50.53	1,516		
	4 Bay/Presidential	1	Keys				
	Shower Door	36	SF	50.53	1,819		
0 21 00	Shower Enclosures					308,017	2.79
Operable Walls							
	Operable Walls at Level 5	290	SF	303.17	87,918		
0 22 00	Operable Walls					87,918	0.80
Protection Covers							
	Corner Guards	434	EA	35.37	15,350		
	BOH Wall Protection	1,903	SF	25.26	48,061		
0 26 00	Protection Covers					63,411	0.58
Toilet Accessories							
	Guestrooms						
	King						
	Robe Hook	\$ 536 \$/Key 1 2	190	Keys			
	Towel Bar	Powder & Bath 1 1	380	EA	50.53	19,201	
	Toilet Paper holder		190	EA	202.11	38,401	
	Soap Dish / Dispenser		190	EA	96.00	18,241	
			190	EA	136.43	25,921	
	1.5 Bay Suite	\$ 536 \$/Key 1 2	11	Keys			
	Robe Hook	Powder & Bath 1 1	22	EA	50.53	1,112	
	Towel Bar		11	EA	202.11	2,223	
	Toilet Paper holder		11	EA	96.00	1,056	
	Soap Dish / Dispenser		11	EA	136.43	1,501	
	2 Bay Suite	\$ 1,071 \$/Key 2 4	1	Keys			
	Robe Hook	Powder & Bath 2 2	4	EA	50.53	202	
	Towel Bar		2	EA	202.11	404	
	Toilet Paper holder		2	EA	96.00	192	
	Soap Dish / Dispenser		2	EA	136.43	273	
	4 Bay/Presidential	\$ 1,071 \$/Key 2 4	1	Keys			
	Robe Hook	Powder & Bath 2 2	4	EA	50.53	202	
	Towel Bar		2	EA	202.11	404	
	Toilet Paper holder		2	EA	96.00	192	
	Soap Dish / Dispenser		2	EA	136.43	273	
	ADA Room Accessories (5% of total key count)		11	Keys	757.92	8,337	
	Public / BOH Restrooms		10	EA	1,010.21	10,102	
	FOH - per stall						
0 28 00	Toilet Accessories					128,236	1.16
Fire Extinguishers & Cabinets							
	2A:10BC with Semi-Recessed Cabinet	37	EA	353.69	13,087		
0 44 00	Fire Extinguishers & Cabinets					13,087	0.12
Facade Maintenance Equipment							
	Platform	1	EA	20,211.11	20,211		
	Davit System	22	EA	3,536.94	78,823		
1 24 00	Facade Maintenance Equipment					99,034	0.90
Food Service Equipment							
	FOH Bars (1 stations)	1	EA	202,042.00	202,042		
1 40 00	Food Service Equipment					202,042	1.83



Jefferson City Hotel and Convention Center

Jefferson City, MO
Conceptual Estimate
January 8, 2025

Summary table with 2 columns: Metric, Value. Rows: Current \$/SF (\$361.11), Current Total (\$39,812,289), Gross SF (110,251).

Main cost breakdown table with columns: CSI, Description, Qty, Unit, Unit Cost, Extension, Total, Cost Per SF. Includes sections for Elevators, Fire Suppression, Plumbing, Mechanical, Electrical, Low Voltage, and Foundations, ending with a Subtotal and Total Budget Estimate.



STRATEGIC BUSINESS PLAN

Garfield, in collaboration with Stifel, the city's bond council and financial advisors, has begun to develop a preliminary plan of finance which will:

- Fund the development cost of the full-service hotel, conference center, and parking garage desired by the city.
- Fund adequate reserves to support operations, maintenance, renovations and replacements.
- Enable the sale of bonds consistent with investor expectations.

The preliminary plan of finance assumes the property will be owned by a public non-profit entity which allows for borrowing at lower rates than what are available to the private sector. With the public ownership model, the public contributions are not a subsidy to a private investor, but rather an investment in a public asset which is expected to generate returns to the city over the life of the project. The project will be operated by either a major hotel brand such as Marriott, Hilton, or Hyatt, or a third-party hotel management company operating under one of the major brands.

The initial plan of finance presented at this time is based on revenue sources that are available to the city to support the project and does not include potential funding from outside sources. Those sources available to the city include:

- Net operating income (NOI) from hotel and conference center operations.
- 50% of existing State, City, and County sales taxes generated on-site captured via Downtown Revitalization TIF.
- Additional 50% of certain City sales taxes generated on-site not captured via the Downtown Revitalization TIF.
- On-site collection of taxes through special taxing districts such as Community Improvement District (CID), Transportation Development District (TDD), and Port Improvement District (PID).
- Surcharge assessed on conference center hotel rooms.
- City's existing 4% lodging tax intended for conference center development.
- (assumed to be extended for an additional 25 years)
- Parking revenues generated from the operation of the new parking garage.
- City's existing gross receipts utility taxes generated on-site.



Based on these revenue sources, Stifel in conjunction with the city's bond council and financial advisors has prepared projections for a series of bond issuances which will be utilized to finance the project development. The proceeds of the bonds available to finance the project are net of capitalized interest, debt service reserve fund, debt service coverage, and the cost of bond issuance. These structural features, required by bond investors to ensure the ability to make payments on the bonds should revenues come in below projections, are described below:

- Capitalized interest – funding from bond proceeds to pay interest on bonds during the construction period, before the project generates revenue.
- Debt service reserves – monies set aside from bond proceeds used to pay debt service if there is a shortfall in revenues available to make such payments, and/or make the final payment on the bonds.
- Debt service coverage – refers to sizing annual bond payments to an amount less than the projected revenues.
- Cost of issuance – fees charged to sell the bonds.

The following bond issuances are anticipated, along with the current assumptions used to estimate bond proceeds:

- Senior hotel revenue bonds backed by hotel NOI. Assuming 30-year bond issue, 3.0 debt service coverage ratio, 5.5% coupon rate, no recourse to the city.
- Subordinate hotel revenue bonds backed by hotel NOI. Assuming 30-year bond issue, 1.5 debt service coverage ratio, 8.0% coupon rate, no recourse to the city.
- Tax revenue bonds backed by Downtown Revitalization TIF, special taxing districts, and room surcharges collected on-site. Assuming 30-year bond issue, 1.75 debt service coverage ratio, 6% coupon rate, no recourse to the city.
- Special obligation bonds backed by lodging tax revenues. Assuming 30-year bond issue, 1.1 debt service coverage ratio, 5.0% coupon rate, may require debt service shortfall credit enhancement by the city.
- Parking revenue bonds backed by revenues generated by parking garage operations.

In addition to the above bond sources, Garfield, in conjunction with city staff have identified the following existing sources available to fund the project:

- City lodging tax fund balance
- City parking fund balance
- AARPA Tourism Asset Grant
- FY 2025 State of Missouri appropriation

Summary of Funding Sources

<u>Bond Fund Sources</u>	
Hotel Revenue Bonds	\$29,369,204
Tax Revenue Bonds	\$13,290,108
Special Obligation Bonds	\$20,517,309
Parking Revenue Bonds	\$10,000,000
 <u>Existing Fund Sources</u>	
Lodging tax fund balance	\$ 9,500,000
Parking fund balance	\$ 4,000,000
AARPA Tourism Asset Grant	\$ 2,100,000
FY 2025 state appropriation	\$ 2,000,000
Initial estimate of funding sources	\$90,776,621



As previously mentioned, the above funding sources are preliminary estimates and only include sources available to the city and do not include outside sources. As project development progresses, Garfield will work with the local project team to further refine the above financing models as well as work to identify outside fund sources to complete the project funding package. Potential outside fund sources which Garfield and the local project team intend to pursue include:

- Partnership with the State of Missouri.
- Contribution from the selected hotel brand.
- Licensing of naming rights.
- Product supplier licensing.
- Develop “Made in Missouri” concept to encourage investment by state-wide industries.
- Philanthropic contributions.

An explanation of the attached bond issuance model prepared by Stifel is explained below:

Pages 1-3	Hotel operating proforma based on 204 room hotel from CBRE market study and including reserve fund and fee set-asides, estimated hotel and revenue bond debt service payments, and estimates for annual and cumulative net cash remaining.
Pages 4-8	Estimated taxes, surcharges, and fees generated to service the tax revenue bonds (incentive bond), and special obligation bonds (city COPs issue).
Page 9	Summary of sources and uses for each bond issue
Page 10	Summary of sources available to fund the project development
Page 11	Detailed of sources, uses, and assumptions for hotel revenue bonds
Page 12	Estimated debt service for hotel revenue bonds
Page 13	Detailed sources, uses, and assumptions for tax (incentive) revenue bonds
Page 14	Estimated debt service for tax (incentive) revenue bonds
Page 15	Detailed sources, uses, and assumptions for special obligation bonds
Page 16	Estimated debt service for special obligation bonds.

Jefferson City Hotel & Conference Center Pre-Development Business Plan



Jefferson City, MO
Conference Hotel

Year 11+ Growth Rates
Revenue: 2.00%
Expenses: 2.00%

OPERATING PROFORMA (204 ROOMS)

Ops Year	1	2	3	4	5	6	7	8	9	10	11
Year Ended:	6/30/2028	6/30/2029	6/30/2030	6/30/2031	6/30/2032	6/30/2033	6/30/2034	6/30/2035	6/30/2036	6/30/2037	6/30/2038
Fiscal/Bond Year:	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
Number of Rooms	204	204	204	204	204	204	204	204	204	204	204
Annual Available Rooms	74,460	74,460	74,460	74,460	74,460	74,460	74,460	74,460	74,460	74,460	74,460
Occupied Rooms	47,654	50,633	52,122	52,122	52,122	52,122	52,122	52,122	52,122	52,122	52,122
Occupancy	64.0%	68.0%	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%
Average Rate	\$ 176.92	\$ 185.95	\$ 191.52	\$ 197.27	\$ 203.19	\$ 209.28	\$ 215.56	\$ 222.03	\$ 228.69	\$ 235.55	\$ 240.26
OPERATING REVENUES											
Rooms	\$ 8,430,887	\$ 9,414,965	\$ 9,982,593	\$ 10,282,070	\$ 10,590,533	\$ 10,908,248	\$ 11,235,496	\$ 11,572,561	\$ 11,919,738	\$ 12,277,330	\$ 12,522,877
Food & Beverage	\$ 6,376,471	\$ 6,890,176	\$ 7,262,867	\$ 7,480,753	\$ 7,705,176	\$ 7,936,331	\$ 8,174,421	\$ 8,419,654	\$ 8,672,244	\$ 8,932,411	\$ 9,111,059
Other Operated Departments	\$ 447,663	\$ 480,718	\$ 505,243	\$ 520,400	\$ 536,012	\$ 552,093	\$ 568,655	\$ 585,715	\$ 603,287	\$ 621,385	\$ 633,813
Miscellaneous Income (Net)	\$ 69,309	\$ 74,893	\$ 78,944	\$ 81,313	\$ 83,752	\$ 86,264	\$ 88,852	\$ 91,518	\$ 94,264	\$ 97,091	\$ 99,033
Total Operating Revenue	\$ 15,324,330	\$ 16,860,752	\$ 17,829,647	\$ 18,364,536	\$ 18,915,473	\$ 19,482,936	\$ 20,067,424	\$ 20,669,448	\$ 21,289,533	\$ 21,928,217	\$ 22,366,781
DEPARTMENTAL EXPENSES											
Rooms Expense	\$ 2,184,574	\$ 2,303,379	\$ 2,399,904	\$ 2,471,901	\$ 2,546,058	\$ 2,622,440	\$ 2,701,113	\$ 2,782,147	\$ 2,865,611	\$ 2,951,579	\$ 3,010,611
Food & Beverage Expense	\$ 3,479,059	\$ 3,685,957	\$ 3,849,320	\$ 3,964,799	\$ 4,083,743	\$ 4,206,256	\$ 4,332,443	\$ 4,462,417	\$ 4,596,289	\$ 4,734,178	\$ 4,828,862
Other Operated Departments Expense	\$ 141,819	\$ 149,086	\$ 155,110	\$ 159,763	\$ 164,556	\$ 169,492	\$ 174,577	\$ 179,815	\$ 185,209	\$ 190,765	\$ 194,580
Total Departmental Expenses	\$ 5,805,452	\$ 6,138,422	\$ 6,404,334	\$ 6,596,463	\$ 6,794,357	\$ 6,998,188	\$ 7,208,133	\$ 7,424,379	\$ 7,647,109	\$ 7,876,522	\$ 8,034,052
DEPARTMENTAL PROFIT	\$ 9,518,878	\$ 10,722,330	\$ 11,425,313	\$ 11,768,073	\$ 12,121,116	\$ 12,484,748	\$ 12,859,291	\$ 13,245,069	\$ 13,642,424	\$ 14,051,695	\$ 14,332,729
UNDISTRIBUTED OPERATING EXPENSES											
Administrative and General	\$ 1,302,191	\$ 1,359,027	\$ 1,408,946	\$ 1,451,214	\$ 1,494,750	\$ 1,539,593	\$ 1,585,781	\$ 1,633,354	\$ 1,682,355	\$ 1,732,825	\$ 1,767,482
Information and Telecommunications Systems	\$ 217,032	\$ 226,504	\$ 234,824	\$ 241,869	\$ 249,125	\$ 256,599	\$ 264,297	\$ 272,226	\$ 280,392	\$ 288,804	\$ 294,580
Sales and Marketing	\$ 1,347,882	\$ 1,406,712	\$ 1,458,382	\$ 1,502,134	\$ 1,547,198	\$ 1,593,614	\$ 1,641,422	\$ 1,690,665	\$ 1,741,385	\$ 1,793,626	\$ 1,829,499
Franchise Fees (Royalty)	\$ 505,853	\$ 564,898	\$ 598,956	\$ 616,924	\$ 635,432	\$ 654,495	\$ 674,130	\$ 694,354	\$ 715,184	\$ 736,640	\$ 751,373
Property Operations and Maintenance	\$ 725,244	\$ 760,968	\$ 790,987	\$ 814,717	\$ 839,158	\$ 864,333	\$ 890,263	\$ 916,971	\$ 944,480	\$ 972,814	\$ 992,270
Utilities	\$ 723,828	\$ 759,481	\$ 789,442	\$ 813,125	\$ 837,519	\$ 862,645	\$ 888,524	\$ 915,180	\$ 942,635	\$ 970,914	\$ 990,332
Total Undistributed Expenses	\$ 4,822,030	\$ 5,077,590	\$ 5,281,537	\$ 5,439,983	\$ 5,603,182	\$ 5,771,279	\$ 5,944,417	\$ 6,122,750	\$ 6,306,431	\$ 6,495,623	\$ 6,625,535
GROSS OPERATING PROFIT	\$ 4,696,848	\$ 5,644,740	\$ 6,143,776	\$ 6,328,090	\$ 6,517,934	\$ 6,713,469	\$ 6,914,874	\$ 7,122,319	\$ 7,335,993	\$ 7,556,072	\$ 7,707,193
Management Fee	\$ 459,730	\$ 505,823	\$ 534,889	\$ 550,936	\$ 567,464	\$ 584,488	\$ 602,023	\$ 620,083	\$ 638,686	\$ 657,847	\$ 671,003
INCOME BEFORE NON-OPERATING INCOME AND EXPENSES	\$ 4,237,118	\$ 5,138,917	\$ 5,608,887	\$ 5,777,154	\$ 5,950,470	\$ 6,128,981	\$ 6,312,851	\$ 6,502,236	\$ 6,697,307	\$ 6,898,225	\$ 7,036,190
NON-OPERATING INCOME AND EXPENSES											
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ 459,730	\$ 258,806	\$ 266,570	\$ 274,567	\$ 282,805	\$ 291,289	\$ 300,027	\$ 309,028	\$ 318,299	\$ 327,848	\$ 334,405
Reserve for Replacement	\$ 306,487	\$ 505,823	\$ 713,186	\$ 734,581	\$ 756,619	\$ 779,317	\$ 802,697	\$ 826,778	\$ 851,581	\$ 877,129	\$ 894,671
Total Non-Operating Income and Expenses	\$ 766,217	\$ 764,629	\$ 979,756	\$ 1,009,149	\$ 1,039,423	\$ 1,070,606	\$ 1,102,724	\$ 1,135,806	\$ 1,169,880	\$ 1,204,977	\$ 1,229,076
NET INCOME (EBITDA)	\$ 3,470,902	\$ 4,374,289	\$ 4,629,130	\$ 4,768,005	\$ 4,911,046	\$ 5,058,375	\$ 5,210,127	\$ 5,366,430	\$ 5,527,427	\$ 5,693,249	\$ 5,807,114
ADDITIONAL FEES & RESERVES BEFORE DEBT SERVICE											
Senior Asset Management Fee	\$ 114,932	\$ 126,456	\$ 133,722	\$ 137,734	\$ 141,866	\$ 146,122	\$ 150,506	\$ 155,021	\$ 159,671	\$ 164,462	\$ 167,751
Main Operating Account Reserve	\$ 30,853	\$ 126,456	\$ 133,722	\$ 137,734	\$ 119,088	\$ 113,936	\$ 117,353	\$ 120,875	\$ 124,500	\$ 128,235	\$ 88,055
Administrative Expenses	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500
NET CASH FOR BOND PAYMENTS	\$ 3,312,616	\$ 4,108,877	\$ 4,349,186	\$ 4,480,037	\$ 4,637,593	\$ 4,785,817	\$ 4,929,768	\$ 5,078,034	\$ 5,230,755	\$ 5,388,052	\$ 5,538,808
BOND DEBT SERVICE											
Senior Bond	\$ 709,775	\$ 1,419,550	\$ 1,444,550	\$ 1,488,175	\$ 1,544,325	\$ 1,592,175	\$ 1,642,000	\$ 1,688,525	\$ 1,741,750	\$ 1,791,125	\$ 1,841,650
Senior Bond DSCR	4.67	2.89	3.01	3.01	3.00	3.01	3.00	3.01	3.00	3.01	3.01
Subordinate Bond	\$ 809,400	\$ 1,618,800	\$ 1,618,800	\$ 1,618,800	\$ 1,618,800	\$ 1,618,800	\$ 1,643,800	\$ 1,691,800	\$ 1,740,800	\$ 1,800,400	\$ 1,849,400
Aggregate DSCR	2.18	1.35	1.42	1.44	1.47	1.49	1.50	1.50	1.50	1.50	1.50
NET CASH FOR SUBORDINATED CASH FLOW	\$ 1,793,441	\$ 1,070,527	\$ 1,285,836	\$ 1,373,062	\$ 1,474,468	\$ 1,574,842	\$ 1,643,968	\$ 1,697,709	\$ 1,748,205	\$ 1,796,527	\$ 1,847,758
SUBORDINATED CASH FLOW & RESERVES											
Subordinate Asset Management Fee	\$ 38,311	\$ 42,152	\$ 44,574	\$ 45,911	\$ 47,289	\$ 48,707	\$ 50,169	\$ 51,674	\$ 53,224	\$ 54,821	\$ 55,917
FF&E Reserve	\$ 306,487	\$ 505,823	\$ 713,186	\$ 734,581	\$ 756,619	\$ 779,317	\$ 802,697	\$ 826,778	\$ 851,581	\$ 877,129	\$ 894,671
Working Capital Reserve	\$ 459,730	\$ 505,823	\$ 528,076	\$ 550,936	\$ 567,464	\$ 584,488	\$ 602,023	\$ 601,461	\$ -	\$ -	\$ -
Supplemental Senior Bond DSRF	\$ 988,914	\$ 16,730	\$ -	\$ 41,633	\$ 103,096	\$ 142,002	\$ -	\$ -	\$ -	\$ -	\$ -
Subordinated Development Manager Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,327	\$ 189,080	\$ 206,694	\$ 212,895	\$ 219,282	\$ 651,721
Supplemental Senior Bond DSRF #2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,102	\$ 630,505	\$ 645,296	\$ 5,472
Supplemental Subordinate Bond DSRF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 239,976
NET CASH AFTER SUBORDINATED CASH FLOW & RESERVES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CUMULATIVE NET CASH AFTER SUBORDINATED CASH FLOW & RESERVE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Preliminary, subject to change.

Jefferson City
Hotel & Conference Center
Pre-Development Business Plan



Jefferson City, MO
Conference Hotel

OPERATING PROFORMA (204 ROOMS)

Ops Year	12	13	14	15	16	17	18	19	20	21	22
Year Ended:	6/30/2039	6/30/2040	6/30/2041	6/30/2042	6/30/2043	6/30/2044	6/30/2045	6/30/2046	6/30/2047	6/30/2048	6/30/2049
Fiscal/Bond Year:	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049
Number of Rooms	204	204	204	204	204	204	204	204	204	204	204
Annual Available Rooms	74,460	74,460	74,460	74,460	74,460	74,460	74,460	74,460	74,460	74,460	74,460
Occupied Rooms	52,122	52,122	52,122	52,122	52,122	52,122	52,122	52,122	52,122	52,122	52,122
Occupancy	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%
Average Rate	\$ 245.07	\$ 249.97	\$ 254.97	\$ 260.07	\$ 265.27	\$ 270.57	\$ 275.98	\$ 281.50	\$ 287.13	\$ 292.88	\$ 298.73
OPERATING REVENUES											
Rooms	\$ 12,773,334	\$ 13,028,801	\$ 13,289,377	\$ 13,555,164	\$ 13,826,268	\$ 14,102,793	\$ 14,384,849	\$ 14,672,546	\$ 14,965,997	\$ 15,265,317	\$ 15,570,623
Food & Beverage	\$ 9,293,280	\$ 9,479,146	\$ 9,668,729	\$ 9,862,104	\$ 10,059,346	\$ 10,260,532	\$ 10,465,743	\$ 10,675,058	\$ 10,888,559	\$ 11,106,330	\$ 11,328,457
Other Operated Departments	\$ 646,489	\$ 659,419	\$ 672,607	\$ 686,059	\$ 699,780	\$ 713,776	\$ 728,052	\$ 742,613	\$ 757,465	\$ 772,614	\$ 788,066
Miscellaneous Income (Net)	\$ 101,013	\$ 103,034	\$ 105,094	\$ 107,196	\$ 109,340	\$ 111,527	\$ 113,758	\$ 116,033	\$ 118,353	\$ 120,720	\$ 123,135
Total Operating Revenue	\$ 22,814,117	\$ 23,270,399	\$ 23,735,807	\$ 24,210,523	\$ 24,694,734	\$ 25,188,629	\$ 25,692,401	\$ 26,206,249	\$ 26,730,374	\$ 27,264,982	\$ 27,810,281
DEPARTMENTAL EXPENSES											
Rooms Expense	\$ 3,070,823	\$ 3,132,239	\$ 3,194,884	\$ 3,258,782	\$ 3,323,957	\$ 3,390,436	\$ 3,458,245	\$ 3,527,410	\$ 3,597,958	\$ 3,669,917	\$ 3,743,316
Food & Beverage Expense	\$ 4,925,439	\$ 5,023,948	\$ 5,124,427	\$ 5,226,915	\$ 5,331,453	\$ 5,438,082	\$ 5,546,844	\$ 5,657,781	\$ 5,770,937	\$ 5,886,355	\$ 6,004,082
Other Operated Departments Expense	\$ 198,472	\$ 202,441	\$ 206,490	\$ 210,620	\$ 214,832	\$ 219,129	\$ 223,512	\$ 227,982	\$ 232,541	\$ 237,192	\$ 241,936
Total Departmental Expenses	\$ 8,194,733	\$ 8,358,628	\$ 8,525,801	\$ 8,696,317	\$ 8,870,243	\$ 9,047,648	\$ 9,228,601	\$ 9,413,173	\$ 9,601,436	\$ 9,793,465	\$ 9,989,334
DEPARTMENTAL PROFIT	\$ 14,619,383	\$ 14,911,771	\$ 15,210,007	\$ 15,514,207	\$ 15,824,491	\$ 16,140,981	\$ 16,463,800	\$ 16,793,076	\$ 17,128,938	\$ 17,471,517	\$ 17,820,947
UNDISTRIBUTED OPERATING EXPENSES											
Administrative and General	\$ 1,802,831	\$ 1,838,888	\$ 1,875,666	\$ 1,913,179	\$ 1,951,442	\$ 1,990,471	\$ 2,030,281	\$ 2,070,886	\$ 2,112,304	\$ 2,154,550	\$ 2,197,641
Information and Telecommunications Systems	\$ 300,472	\$ 306,481	\$ 312,611	\$ 318,863	\$ 325,240	\$ 331,745	\$ 338,380	\$ 345,148	\$ 352,050	\$ 359,091	\$ 366,273
Sales and Marketing	\$ 1,866,088	\$ 1,903,410	\$ 1,941,478	\$ 1,980,308	\$ 2,019,914	\$ 2,060,312	\$ 2,101,519	\$ 2,143,549	\$ 2,186,420	\$ 2,230,148	\$ 2,274,751
Franchise Fees (Royalty)	\$ 766,400	\$ 781,728	\$ 797,363	\$ 813,310	\$ 829,576	\$ 846,168	\$ 863,091	\$ 880,353	\$ 897,960	\$ 915,919	\$ 934,238
Property Operations and Maintenance	\$ 1,012,116	\$ 1,032,358	\$ 1,053,005	\$ 1,074,065	\$ 1,095,547	\$ 1,117,457	\$ 1,139,807	\$ 1,162,603	\$ 1,185,855	\$ 1,209,572	\$ 1,233,763
Utilities	\$ 1,010,139	\$ 1,030,342	\$ 1,050,949	\$ 1,071,968	\$ 1,093,407	\$ 1,115,275	\$ 1,137,580	\$ 1,160,332	\$ 1,183,539	\$ 1,207,210	\$ 1,231,354
Total Undistributed Expenses	\$ 6,758,046	\$ 6,893,207	\$ 7,031,071	\$ 7,171,693	\$ 7,315,127	\$ 7,461,429	\$ 7,610,658	\$ 7,762,871	\$ 7,918,128	\$ 8,076,491	\$ 8,238,021
GROSS OPERATING PROFIT	\$ 7,861,337	\$ 8,018,564	\$ 8,178,935	\$ 8,342,514	\$ 8,509,364	\$ 8,679,552	\$ 8,853,143	\$ 9,030,205	\$ 9,210,810	\$ 9,395,026	\$ 9,582,926
Management Fee	\$ 684,424	\$ 698,112	\$ 712,074	\$ 726,316	\$ 740,842	\$ 755,659	\$ 770,772	\$ 786,187	\$ 801,911	\$ 817,949	\$ 834,308
INCOME BEFORE NON-OPERATING INCOME AND EXPENSES	\$ 7,176,914	\$ 7,320,452	\$ 7,466,861	\$ 7,616,198	\$ 7,768,522	\$ 7,923,893	\$ 8,082,371	\$ 8,244,018	\$ 8,408,898	\$ 8,577,076	\$ 8,748,618
NON-OPERATING INCOME AND EXPENSES											
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ 341,093	\$ 347,915	\$ 354,873	\$ 361,971	\$ 369,210	\$ 376,594	\$ 384,126	\$ 391,809	\$ 399,645	\$ 407,638	\$ 415,790
Reserve for Replacement	\$ 912,565	\$ 930,816	\$ 949,432	\$ 968,421	\$ 987,789	\$ 1,007,545	\$ 1,027,696	\$ 1,048,250	\$ 1,069,215	\$ 1,090,599	\$ 1,112,411
Total Non-Operating Income and Expenses	\$ 1,253,658	\$ 1,278,731	\$ 1,304,305	\$ 1,330,392	\$ 1,356,999	\$ 1,384,139	\$ 1,411,822	\$ 1,440,059	\$ 1,468,860	\$ 1,498,237	\$ 1,528,202
NET INCOME (EBITDA)	\$ 5,923,256	\$ 6,041,721	\$ 6,162,556	\$ 6,285,807	\$ 6,411,523	\$ 6,539,753	\$ 6,670,548	\$ 6,803,959	\$ 6,940,039	\$ 7,078,839	\$ 7,220,416
ADDITIONAL FEES & RESERVES BEFORE DEBT SERVICE											
Senior Asset Management Fee	\$ 171,106	\$ 174,528	\$ 178,019	\$ 181,579	\$ 185,211	\$ 188,915	\$ 192,693	\$ 196,547	\$ 200,478	\$ 204,487	\$ 208,577
Main Operating Account Reserve	\$ 89,816	\$ 91,612	\$ 93,445	\$ 95,314	\$ 97,220	\$ 99,164	\$ 101,148	\$ 103,171	\$ 105,234	\$ 107,339	\$ 109,485
Administrative Expenses	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500
NET CASH FOR BOND PAYMENTS	\$ 5,649,834	\$ 5,763,081	\$ 5,878,592	\$ 5,996,414	\$ 6,116,593	\$ 6,239,174	\$ 6,364,208	\$ 6,491,742	\$ 6,621,827	\$ 6,754,513	\$ 6,889,854
BOND DEBT SERVICE											
Senior Bond	\$ 1,883,050	\$ 1,920,600	\$ 1,959,300	\$ 1,993,875	\$ 2,034,325	\$ 2,075,100	\$ 2,120,925	\$ 2,161,250	\$ 2,206,075	\$ 2,249,850	\$ 2,292,300
Senior Bond DSCR	3.00	3.00	3.00	3.01	3.01	3.01	3.00	3.00	3.00	3.00	3.01
Subordinate Bond	\$ 1,883,200	\$ 1,917,600	\$ 1,957,200	\$ 2,001,200	\$ 2,038,800	\$ 2,080,000	\$ 2,119,000	\$ 2,165,400	\$ 2,208,000	\$ 2,251,400	\$ 2,299,800
Aggregate DSCR	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50
NET CASH FOR SUBORDINATED CASH FLOW	\$ 1,883,584	\$ 1,924,881	\$ 1,962,092	\$ 2,001,339	\$ 2,043,468	\$ 2,084,074	\$ 2,124,283	\$ 2,165,092	\$ 2,207,752	\$ 2,253,263	\$ 2,297,754
SUBORDINATED CASH FLOW & RESERVES											
Subordinate Asset Management Fee	\$ 57,035	\$ 58,176	\$ 59,340	\$ 60,526	\$ 61,737	\$ 62,972	\$ 64,231	\$ 65,516	\$ 66,826	\$ 68,162	\$ 69,526
FF&E Reserve	\$ 912,565	\$ 930,816	\$ 949,432	\$ 968,421	\$ 987,789	\$ 1,007,545	\$ 1,027,696	\$ 1,048,250	\$ 1,069,215	\$ 1,090,599	\$ 1,112,411
Working Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplemental Senior Bond DSRF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subordinated Development Manager Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplemental Senior Bond DSRF #2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplemental Subordinate Bond DSRF	\$ 913,984	\$ 935,889	\$ 952,151	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET CASH AFTER SUBORDINATED CASH FLOW & RESERVES	\$ -	\$ -	\$ 451,170	\$ 972,392	\$ 993,941	\$ 1,013,558	\$ 1,032,356	\$ 1,051,326	\$ 1,071,711	\$ 1,094,502	\$ 1,115,817
CUMULATIVE NET CASH AFTER SUBORDINATED CASH FLOW & RESERVE	\$ -	\$ -	\$ 451,170	\$ 1,423,562	\$ 2,417,503	\$ 3,431,061	\$ 4,463,417	\$ 5,514,743	\$ 6,586,454	\$ 7,680,956	\$ 8,796,773

Jefferson City
Hotel & Conference Center
Pre-Development Business Plan



Jefferson City, MO
Conference Hotel

OPERATING PROFORMA (204 ROOMS)

Ops Year	23	24	25	26	27	28
Year Ended:	6/30/2050	6/30/2051	6/30/2052	6/30/2053	6/30/2054	6/30/2055
Fiscal/Bond Year:	2050	2051	2052	2053	2054	2055
Number of Rooms	204	204	204	204	204	204
Annual Available Rooms	74,460	74,460	74,460	74,460	74,460	74,460
Occupied Rooms	52,122	52,122	52,122	52,122	52,122	52,122
Occupancy	70.0%	70.0%	70.0%	70.0%	70.0%	70.0%
Average Rate	\$ 304.71	\$ 310.80	\$ 317.02	\$ 323.36	\$ 329.83	\$ 336.42
OPERATING REVENUES						
Rooms	\$ 15,882,035	\$ 16,199,676	\$ 16,523,670	\$ 16,854,143	\$ 17,191,226	\$ 17,535,051
Food & Beverage	\$ 11,555,026	\$ 11,786,127	\$ 12,021,849	\$ 12,262,286	\$ 12,507,532	\$ 12,757,682
Other Operated Departments	\$ 803,828	\$ 819,904	\$ 836,302	\$ 853,028	\$ 870,089	\$ 887,491
Miscellaneous Income (Net)	\$ 125,598	\$ 128,110	\$ 130,672	\$ 133,285	\$ 135,951	\$ 138,670
Total Operating Revenue	\$ 28,366,487	\$ 28,933,817	\$ 29,512,493	\$ 30,102,743	\$ 30,704,798	\$ 31,318,894
DEPARTMENTAL EXPENSES						
Rooms Expense	\$ 3,818,182	\$ 3,894,546	\$ 3,972,437	\$ 4,051,885	\$ 4,132,923	\$ 4,215,582
Food & Beverage Expense	\$ 6,124,164	\$ 6,246,647	\$ 6,371,580	\$ 6,499,012	\$ 6,628,992	\$ 6,761,572
Other Operated Departments Expense	\$ 246,775	\$ 251,710	\$ 256,745	\$ 261,879	\$ 267,117	\$ 272,459
Total Departmental Expenses	\$ 10,189,121	\$ 10,392,904	\$ 10,600,762	\$ 10,812,777	\$ 11,029,032	\$ 11,249,613
DEPARTMENTAL PROFIT	\$ 18,177,366	\$ 18,540,913	\$ 18,911,731	\$ 19,289,966	\$ 19,675,765	\$ 20,069,281
UNDISTRIBUTED OPERATING EXPENSES						
Administrative and General	\$ 2,241,594	\$ 2,286,426	\$ 2,332,154	\$ 2,378,797	\$ 2,426,373	\$ 2,474,901
Information and Telecommunications Systems	\$ 373,599	\$ 381,071	\$ 388,692	\$ 396,466	\$ 404,395	\$ 412,483
Sales and Marketing	\$ 2,320,246	\$ 2,366,651	\$ 2,413,984	\$ 2,462,264	\$ 2,511,509	\$ 2,561,740
Franchise Fees (Royalty)	\$ 952,922	\$ 971,981	\$ 991,420	\$ 1,011,249	\$ 1,031,474	\$ 1,052,103
Property Operations and Maintenance	\$ 1,258,439	\$ 1,283,607	\$ 1,309,280	\$ 1,335,465	\$ 1,362,174	\$ 1,389,418
Utilities	\$ 1,255,981	\$ 1,281,100	\$ 1,306,722	\$ 1,332,857	\$ 1,359,514	\$ 1,386,704
Total Undistributed Expenses	\$ 8,402,781	\$ 8,570,837	\$ 8,742,253	\$ 8,917,098	\$ 9,095,440	\$ 9,277,349
GROSS OPERATING PROFIT	\$ 9,774,585	\$ 9,970,077	\$ 10,169,478	\$ 10,372,868	\$ 10,580,325	\$ 10,791,931
Management Fee	\$ 850,995	\$ 868,014	\$ 885,375	\$ 903,082	\$ 921,144	\$ 939,567
INCOME BEFORE NON-OPERATING INCOME AND EXPENSES	\$ 8,923,590	\$ 9,102,062	\$ 9,284,103	\$ 9,469,785	\$ 9,659,181	\$ 9,852,365
NON-OPERATING INCOME AND EXPENSES						
Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ 424,106	\$ 432,588	\$ 441,240	\$ 450,065	\$ 459,066	\$ 468,248
Reserve for Replacement	\$ 1,134,659	\$ 1,157,353	\$ 1,180,500	\$ 1,204,110	\$ 1,228,192	\$ 1,252,756
Total Non-Operating Income and Expenses	\$ 1,558,766	\$ 1,589,941	\$ 1,621,740	\$ 1,654,175	\$ 1,687,258	\$ 1,721,003
NET INCOME (EBITDA)	\$ 7,364,824	\$ 7,512,121	\$ 7,662,363	\$ 7,815,611	\$ 7,971,923	\$ 8,131,361
ADDITIONAL FEES & RESERVES BEFORE DEBT SERVICE						
Senior Asset Management Fee	\$ 212,749	\$ 217,004	\$ 221,344	\$ 225,771	\$ 230,286	\$ 234,892
Main Operating Account Reserve	\$ 111,675	\$ -	\$ 59,617	\$ 39,840	\$ 115,898	\$ 118,216
Administrative Expenses	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500
NET CASH FOR BOND PAYMENTS	\$ 7,027,901	\$ 7,282,617	\$ 7,368,903	\$ 7,537,500	\$ 7,613,239	\$ 7,765,754
BOND DEBT SERVICE						
Senior Bond	\$ 2,338,150	\$ 2,426,850	\$ 2,455,650	\$ 2,512,300	\$ 2,534,875	\$ 2,584,750
Senior Bond DSCR	3.01	3.00	3.00	3.00	3.00	3.00
Subordinate Bond	\$ 2,342,000	\$ 2,427,600	\$ 2,452,200	\$ 2,509,400	\$ 2,535,600	\$ 2,592,000
Aggregate DSCR	1.50	1.50	1.50	1.50	1.50	1.50
NET CASH FOR SUBORDINATED CASH FLOW	\$ 2,347,751	\$ 2,428,167	\$ 2,461,053	\$ 2,515,800	\$ 2,542,764	\$ 2,589,004
SUBORDINATED CASH FLOW & RESERVES						
Subordinate Asset Management Fee	\$ 70,916	\$ 72,335	\$ 73,781	\$ 75,257	\$ 76,762	\$ 78,297
FF&E Reserve	\$ 1,134,659	\$ 1,157,353	\$ 1,180,500	\$ 1,204,110	\$ 1,228,192	\$ 1,252,756
Working Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplemental Senior Bond DSRF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subordinated Development Manager Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplemental Senior Bond DSRF #2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplemental Subordinate Bond DSRF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET CASH AFTER SUBORDINATED CASH FLOW & RESERVES	\$ 1,142,175	\$ 1,198,480	\$ 1,206,772	\$ 1,236,434	\$ 1,237,810	\$ 1,257,951
CUMULATIVE NET CASH AFTER SUBORDINATED CASH FLOW & RESERVE	\$ 9,938,948	\$ 11,137,428	\$ 12,344,200	\$ 13,580,633	\$ 14,818,443	\$ 16,076,394



Jefferson City, MO
 Conference Hotel

TAX GENERATION AND INCENTIVE REVENUES

****OCCUPANCY TAXES THRU 2055****

Ops Year	1	2	3	4
Year Ended:	5/31/2028	5/31/2029	5/31/2030	5/31/2031
Fiscal/Bond Year:	2028	2029	2030	2031
Rooms	\$ 8,430,887	\$ 9,414,965	\$ 9,982,593	\$ 10,282,070
Food & Beverage	\$ 6,376,471	\$ 6,890,176	\$ 7,262,867	\$ 7,480,753
Other Operated Departments	\$ 447,663	\$ 480,718	\$ 505,243	\$ 520,400
Misc Income (Net)	\$ 69,309	\$ 74,893	\$ 78,944	\$ 81,313
Total Revenue	\$ 15,324,330	\$ 16,860,752	\$ 17,829,647	\$ 18,364,536

TAX REVENUE						Growth				
Occupancy Tax Revenues	Tax Rate	Pledge	Start	Term	End	Rate				
Onsite 4% Local Occupancy Tax	4.0000%	100%			2055	\$	337,235	\$	376,599	\$ 399,304 \$ 411,283
Citywide 4%	4.0000%	100%			2055	2.000%	\$ 925,000	\$	943,500	\$ 962,370 \$ 981,617
Special District Sales Taxes										
TDD (40 years)	1.0000%	100%	2025	40	2065	\$	153,243	\$	168,608	\$ 178,296 \$ 183,645
CID (27 years)	1.0000%	100%	2025	27	2052	\$	153,243	\$	168,608	\$ 178,296 \$ 183,645
PID (40 years)	1.0000%	100%	2025	40	2065	\$	153,243	\$	168,608	\$ 178,296 \$ 183,645
Statutory TIF (Downtown Revitalization)										
State (incl. tax on rooms)	4.2250%	50%	2025	25	2050	\$	323,726	\$	356,183	\$ 376,651 \$ 387,951
City (excl. tax on rooms)	2.2500%	50%	2025	25	2050	\$	77,551	\$	83,765	\$ 88,279 \$ 90,928
County (excl. tax on rooms)	1.5000%	50%	2025	25	2050	\$	51,701	\$	55,843	\$ 58,853 \$ 60,618
City Additional EATs (30 years)										
Non-Room Sales Taxes	1.5000%	50%	2025	30	2055	\$	51,701	\$	55,843	\$ 58,853 \$ 60,618
Hotel Room Sales Taxes	1.5000%	100%	2025	30	2055	\$	126,463	\$	141,224	\$ 149,739 \$ 154,231
CID Hotel Room Surcharge										
Rate			2025	27	2052	2.000%	\$ 10.00	\$	10.20	\$ 10.40 \$ 10.61
Occupancy (%)							64%		68%	70% 70%
Rooms							204		204	204 204
Revenue						\$	476,544	\$	516,455	\$ 542,277 \$ 553,123
Energy-Based Revenues										
C-Pace Loan "energy fee"			2025	14	2039	\$	270,000	\$	270,000	\$ 270,000 \$ 270,000
Utility tax - \$50K			2025	25	2050	\$	50,000	\$	51,000	\$ 52,020 \$ 53,060
GRAND TOTAL REVENUES						\$	3,149,652	\$	3,356,235	\$ 3,493,236 \$ 3,574,366
REVENUE FOR CITY COPS ISSUE						\$	1,262,235	\$	1,320,099	\$ 1,361,674 \$ 1,392,900
REVENUE FOR INCENTIVE BOND						\$	1,887,417	\$	2,036,137	\$ 2,131,562 \$ 2,181,466



Jefferson City, MO
 Conference Hotel

TAX GENERATION AND INCENTIVE REVENUES

****OCCUPANCY TAXES THRU 2055****

Ops Year	5	6	7	8	9	10
Year Ended:	5/31/2032	5/31/2033	5/31/2034	5/31/2035	5/31/2036	5/31/2037
Fiscal/Bond Year:	2032	2033	2034	2035	2036	2037
Rooms	\$ 10,590,533	\$ 10,908,248	\$ 11,235,496	\$ 11,572,561	\$ 11,919,738	\$ 12,277,330
Food & Beverage	\$ 7,705,176	\$ 7,936,331	\$ 8,174,421	\$ 8,419,654	\$ 8,672,244	\$ 8,932,411
Other Operated Departments	\$ 536,012	\$ 552,093	\$ 568,655	\$ 585,715	\$ 603,287	\$ 621,385
Misc Income (Net)	\$ 83,752	\$ 86,264	\$ 88,852	\$ 91,518	\$ 94,264	\$ 97,091
Total Revenue	\$ 18,915,473	\$ 19,482,936	\$ 20,067,424	\$ 20,669,448	\$ 21,289,533	\$ 21,928,217

TAX REVENUE

Occupancy Tax Revenues	Tax Rate	Pledge							
Onsite 4% Local Occupancy Tax	4.0000%	100%	\$ 423,621	\$ 436,330	\$ 449,420	\$ 462,902	\$ 476,790	\$ 491,093	
Citywide 4%	4.0000%	100%	\$ 1,001,250	\$ 1,021,275	\$ 1,041,700	\$ 1,062,534	\$ 1,083,785	\$ 1,105,461	

Special District Sales Taxes	Tax Rate	Pledge							
TDD (40 years)	1.0000%	100%	\$ 189,155	\$ 194,829	\$ 200,674	\$ 206,694	\$ 212,895	\$ 219,282	
CID (27 years)	1.0000%	100%	\$ 189,155	\$ 194,829	\$ 200,674	\$ 206,694	\$ 212,895	\$ 219,282	
PID (40 years)	1.0000%	100%	\$ 189,155	\$ 194,829	\$ 200,674	\$ 206,694	\$ 212,895	\$ 219,282	

Statutory TIF (Downtown Revitalization)	Tax Rate	Pledge							
State (incl. tax on rooms)	4.2250%	50%	\$ 399,589	\$ 411,577	\$ 423,924	\$ 436,642	\$ 449,741	\$ 463,234	
City (excl. tax on rooms)	2.2500%	50%	\$ 93,656	\$ 96,465	\$ 99,359	\$ 102,340	\$ 105,410	\$ 108,572	
County (excl. tax on rooms)	1.5000%	50%	\$ 62,437	\$ 64,310	\$ 66,239	\$ 68,227	\$ 70,273	\$ 72,382	

City Additional EATs (30 years)	Tax Rate	Pledge							
Non-Room Sales Taxes	1.5000%	50%	\$ 62,437	\$ 64,310	\$ 66,239	\$ 68,227	\$ 70,273	\$ 72,382	
Hotel Room Sales Taxes	1.5000%	100%	\$ 158,858	\$ 163,624	\$ 168,532	\$ 173,588	\$ 178,796	\$ 184,160	

CID Hotel Room Surcharge									
Rate	\$ 10.82	\$ 11.04	\$ 11.26	\$ 11.49	\$ 11.72	\$ 11.95			
Occupancy (%)	70%	70%	70%	70%	70%	70%			
Rooms	204	204	204	204	204	204			
Revenue	\$ 564,185	\$ 575,469	\$ 586,978	\$ 598,718	\$ 610,692	\$ 622,906			

Energy-Based Revenues									
C-Pace Loan "energy fee"	\$ 270,000	\$ 270,000	\$ 270,000	\$ 270,000	\$ 270,000	\$ 270,000			
Utility tax - \$50K	\$ 54,122	\$ 55,204	\$ 56,308	\$ 57,434	\$ 58,583	\$ 59,755			

GRAND TOTAL REVENUES	\$ 3,657,619	\$ 3,743,052	\$ 3,830,724	\$ 3,920,696	\$ 4,013,030	\$ 4,107,790			
REVENUE FOR CITY COPS ISSUE	\$ 1,424,871	\$ 1,457,605	\$ 1,491,120	\$ 1,525,437	\$ 1,560,574	\$ 1,596,554			
REVENUE FOR INCENTIVE BOND	\$ 2,232,748	\$ 2,285,447	\$ 2,339,604	\$ 2,395,259	\$ 2,452,456	\$ 2,511,237			



Jefferson City, MO
 Conference Hotel

TAX GENERATION AND INCENTIVE REVENUES

****OCCUPANCY TAXES THRU 2055****

Ops Year	11	12	13	14	15	16
Year Ended:	5/31/2038	5/31/2039	5/31/2040	5/31/2041	5/31/2042	5/31/2043
Fiscal/Bond Year:	2038	2039	2040	2041	2042	2043
Rooms	\$ 12,522,877	\$ 12,773,334	\$ 13,028,801	\$ 13,289,377	\$ 13,555,164	\$ 13,826,268
Food & Beverage	\$ 9,111,059	\$ 9,293,280	\$ 9,479,146	\$ 9,668,729	\$ 9,862,104	\$ 10,059,346
Other Operated Departments	\$ 633,813	\$ 646,489	\$ 659,419	\$ 672,607	\$ 686,059	\$ 699,780
Misc Income (Net)	\$ 99,033	\$ 101,013	\$ 103,034	\$ 105,094	\$ 107,196	\$ 109,340
Total Revenue	\$ 22,366,781	\$ 22,814,117	\$ 23,270,399	\$ 23,735,807	\$ 24,210,523	\$ 24,694,734

TAX REVENUE

Occupancy Tax Revenues	Tax Rate	Pledge							
Onsite 4% Local Occupancy Tax	4.0000%	100%	\$ 500,915	\$ 510,933	\$ 521,152	\$ 531,575	\$ 542,207	\$ 553,051	
Citywide 4%	4.0000%	100%	\$ 1,127,570	\$ 1,150,121	\$ 1,173,124	\$ 1,196,586	\$ 1,220,518	\$ 1,244,928	

Special District Sales Taxes	Tax Rate	Pledge							
TDD (40 years)	1.0000%	100%	\$ 223,668	\$ 228,141	\$ 232,704	\$ 237,358	\$ 242,105	\$ 246,947	
CID (27 years)	1.0000%	100%	\$ 223,668	\$ 228,141	\$ 232,704	\$ 237,358	\$ 242,105	\$ 246,947	
PID (40 years)	1.0000%	100%	\$ 223,668	\$ 228,141	\$ 232,704	\$ 237,358	\$ 242,105	\$ 246,947	

Statutory TIF (Downtown Revitalization)	Tax Rate	Pledge							
State (incl. tax on rooms)	4.2250%	50%	\$ 472,498	\$ 481,948	\$ 491,587	\$ 501,419	\$ 511,447	\$ 521,676	
City (excl. tax on rooms)	2.2500%	50%	\$ 110,744	\$ 112,959	\$ 115,218	\$ 117,522	\$ 119,873	\$ 122,270	
County (excl. tax on rooms)	1.5000%	50%	\$ 73,829	\$ 75,306	\$ 76,812	\$ 78,348	\$ 79,915	\$ 81,513	

City Additional EATs (30 years)	Tax Rate	Pledge							
Non-Room Sales Taxes	1.5000%	50%	\$ 73,829	\$ 75,306	\$ 76,812	\$ 78,348	\$ 79,915	\$ 81,513	
Hotel Room Sales Taxes	1.5000%	100%	\$ 187,843	\$ 191,600	\$ 195,432	\$ 199,341	\$ 203,327	\$ 207,394	

CID Hotel Room Surcharge									
Rate	\$ 12.19	\$ 12.43	\$ 12.68	\$ 12.94	\$ 13.19	\$ 13.46			
Occupancy (%)	70%	70%	70%	70%	70%	70%			
Rooms	204	204	204	204	204	204			
Revenue	\$ 635,364	\$ 648,072	\$ 661,033	\$ 674,254	\$ 687,739	\$ 701,493			

Energy-Based Revenues									
C-Pace Loan "energy fee"	\$ 270,000	\$ 270,000	\$ -	\$ -	\$ -	\$ -			
Utility tax - \$50K	\$ 60,950	\$ 62,169	\$ 63,412	\$ 64,680	\$ 65,974	\$ 67,293			

GRAND TOTAL REVENUES	\$ 4,184,546	\$ 4,262,837	\$ 4,072,694	\$ 4,154,148	\$ 4,237,231	\$ 4,321,975			
REVENUE FOR CITY COPS ISSUE	\$ 1,628,485	\$ 1,661,055	\$ 1,694,276	\$ 1,728,161	\$ 1,762,724	\$ 1,797,979			
REVENUE FOR INCENTIVE BOND	\$ 2,556,061	\$ 2,601,783	\$ 2,378,418	\$ 2,425,987	\$ 2,474,506	\$ 2,523,996			



Jefferson City, MO
 Conference Hotel

TAX GENERATION AND INCENTIVE REVENUES

****OCCUPANCY TAXES THRU 2055****

Ops Year	17	18	19	20	21	22
Year Ended:	5/31/2044	5/31/2045	5/31/2046	5/31/2047	5/31/2048	5/31/2049
Fiscal/Bond Year:	2044	2045	2046	2047	2048	2049
Rooms	\$ 14,102,793	\$ 14,384,849	\$ 14,672,546	\$ 14,965,997	\$ 15,265,317	\$ 15,570,623
Food & Beverage	\$ 10,260,532	\$ 10,465,743	\$ 10,675,058	\$ 10,888,559	\$ 11,106,330	\$ 11,328,457
Other Operated Departments	\$ 713,776	\$ 728,052	\$ 742,613	\$ 757,465	\$ 772,614	\$ 788,066
Misc Income (Net)	\$ 111,527	\$ 113,758	\$ 116,033	\$ 118,353	\$ 120,720	\$ 123,135
Total Revenue	\$ 25,188,629	\$ 25,692,401	\$ 26,206,249	\$ 26,730,374	\$ 27,264,982	\$ 27,810,281

TAX REVENUE

Occupancy Tax Revenues	Tax Rate	Pledge							
Onsite 4% Local Occupancy Tax	4.0000%	100%	\$ 564,112	\$ 575,394	\$ 586,902	\$ 598,640	\$ 610,613	\$ 622,825	
Citywide 4%	4.0000%	100%	\$ 1,269,827	\$ 1,295,223	\$ 1,321,128	\$ 1,347,550	\$ 1,374,501	\$ 1,401,991	

Special District Sales Taxes	Tax Rate	Pledge							
TDD (40 years)	1.0000%	100%	\$ 251,886	\$ 256,924	\$ 262,062	\$ 267,304	\$ 272,650	\$ 278,103	
CID (27 years)	1.0000%	100%	\$ 251,886	\$ 256,924	\$ 262,062	\$ 267,304	\$ 272,650	\$ 278,103	
PID (40 years)	1.0000%	100%	\$ 251,886	\$ 256,924	\$ 262,062	\$ 267,304	\$ 272,650	\$ 278,103	

Statutory TIF (Downtown Revitalization)	Tax Rate	Pledge							
State (incl. tax on rooms)	4.2250%	50%	\$ 532,110	\$ 542,752	\$ 553,607	\$ 564,679	\$ 575,973	\$ 587,492	
City (excl. tax on rooms)	2.2500%	50%	\$ 124,716	\$ 127,210	\$ 129,754	\$ 132,349	\$ 134,996	\$ 137,696	
County (excl. tax on rooms)	1.5000%	50%	\$ 83,144	\$ 84,807	\$ 86,503	\$ 88,233	\$ 89,997	\$ 91,797	

City Additional EATs (30 years)	Tax Rate	Pledge							
Non-Room Sales Taxes	1.5000%	50%	\$ 83,144	\$ 84,807	\$ 86,503	\$ 88,233	\$ 89,997	\$ 91,797	
Hotel Room Sales Taxes	1.5000%	100%	\$ 211,542	\$ 215,773	\$ 220,088	\$ 224,490	\$ 228,980	\$ 233,559	

CID Hotel Room Surcharge									
Rate	\$ 13.73	\$ 14.00	\$ 14.28	\$ 14.57	\$ 14.86	\$ 15.16			
Occupancy (%)	70%	70%	70%	70%	70%	70%			
Rooms	204	204	204	204	204	204			
Revenue	\$ 715,523	\$ 729,834	\$ 744,431	\$ 759,319	\$ 774,506	\$ 789,996			

Energy-Based Revenues									
C-Pace Loan "energy fee"	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Utility tax - \$50K	\$ 68,639	\$ 70,012	\$ 71,412	\$ 72,841	\$ 74,297	\$ 75,783			

GRAND TOTAL REVENUES	\$ 4,408,415	\$ 4,496,583	\$ 4,586,515	\$ 4,678,245	\$ 4,771,810	\$ 4,867,246			
REVENUE FOR CITY COPS ISSUE	\$ 1,833,938	\$ 1,870,617	\$ 1,908,030	\$ 1,946,190	\$ 1,985,114	\$ 2,024,816			
REVENUE FOR INCENTIVE BOND	\$ 2,574,476	\$ 2,625,966	\$ 2,678,485	\$ 2,732,055	\$ 2,786,696	\$ 2,842,430			



Jefferson City, MO
 Conference Hotel

TAX GENERATION AND INCENTIVE REVENUES

****OCCUPANCY TAXES THRU 2055****

Ops Year	23	24	25	26	27	28
Year Ended:	5/31/2050	5/31/2051	5/31/2052	5/31/2053	5/31/2054	5/31/2055
Fiscal/Bond Year:	2050	2051	2052	2053	2054	2055
Rooms	\$ 15,882,035	\$ 16,199,676	\$ 16,523,670	\$ 16,854,143	\$ 17,191,226	\$ 17,535,051
Food & Beverage	\$ 11,555,026	\$ 11,786,127	\$ 12,021,849	\$ 12,262,286	\$ 12,507,532	\$ 12,757,682
Other Operated Departments	\$ 803,828	\$ 819,904	\$ 836,302	\$ 853,028	\$ 870,089	\$ 887,491
Misc Income (Net)	\$ 125,598	\$ 128,110	\$ 130,672	\$ 133,285	\$ 135,951	\$ 138,670
Total Revenue	\$ 28,366,487	\$ 28,933,817	\$ 29,512,493	\$ 30,102,743	\$ 30,704,798	\$ 31,318,894

TAX REVENUE

Occupancy Tax Revenues	Tax Rate	Pledge								
Onsite 4% Local Occupancy Tax	4.0000%	100%	\$ 635,281	\$ 647,987	\$ 660,947	\$ 674,166	\$ 687,649	\$ 701,402		
Citywide 4%	4.0000%	100%	\$ 1,430,031	\$ 1,458,632	\$ 1,487,804	\$ 1,517,561	\$ 1,547,912	\$ 1,578,870		

Special District Sales Taxes	Tax Rate	Pledge								
TDD (40 years)	1.0000%	100%	\$ 283,665	\$ 289,338	\$ 295,125	\$ 301,027	\$ 307,048	\$ 313,189		
CID (27 years)	1.0000%	100%	\$ 283,665	\$ 289,338	\$ 295,125	\$ -	\$ -	\$ -		
PID (40 years)	1.0000%	100%	\$ 283,665	\$ 289,338	\$ 295,125	\$ 301,027	\$ 307,048	\$ 313,189		

Statutory TIF (Downtown Revitalization)	Tax Rate	Pledge								
State (incl. tax on rooms)	4.2250%	50%	\$ 599,242	\$ -	\$ -	\$ -	\$ -	\$ -		
City (excl. tax on rooms)	2.2500%	50%	\$ 140,450	\$ -	\$ -	\$ -	\$ -	\$ -		
County (excl. tax on rooms)	1.5000%	50%	\$ 93,633	\$ -	\$ -	\$ -	\$ -	\$ -		

City Additional EATs (30 years)	Tax Rate	Pledge								
Non-Room Sales Taxes	1.5000%	50%	\$ 93,633	\$ 95,506	\$ 97,416	\$ 99,364	\$ 101,352	\$ 103,379		
Hotel Room Sales Taxes	1.5000%	100%	\$ 238,231	\$ 242,995	\$ 247,855	\$ 252,812	\$ 257,868	\$ 263,026		

CID Hotel Room Surcharge										
Rate	\$ 15.46	\$ 15.77	\$ 16.08	\$ -	\$ -	\$ -	\$ -	\$ -		
Occupancy (%)	70%	70%	70%	70%	70%	70%	70%	70%		
Rooms	204	204	204	204	204	204	204	204		
Revenue	\$ 805,796	\$ 821,911	\$ 838,350	\$ -	\$ -	\$ -	\$ -	\$ -		

Energy-Based Revenues										
C-Pace Loan "energy fee"	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Utility tax - \$50K	\$ 77,299	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		

GRAND TOTAL REVENUES	\$ 4,964,591	\$ 4,135,046	\$ 4,217,747	\$ 3,145,958	\$ 3,208,877	\$ 3,273,054				
REVENUE FOR CITY COPS ISSUE	\$ 2,065,313	\$ 2,106,619	\$ 2,148,751	\$ 2,191,726	\$ 2,235,561	\$ 2,280,272				
REVENUE FOR INCENTIVE BOND	\$ 2,899,279	\$ 2,028,427	\$ 2,068,996	\$ 954,232	\$ 973,316	\$ 992,782				



Jefferson City, MO
 Conference Hotel

BOND SUMMARY

	Hotel Revenue Bonds			Incentive Bonds	City Bonds	Total
	Senior	Sub	Total			
Sources						
Par Amount of Bonds	\$ 25,810,000	\$ 20,235,000	\$ 46,045,000	\$ 17,515,000	\$ 22,270,000	\$ 85,830,000
Original Issue Premium/(Discount)	\$ -	\$ -	\$ -	\$ -	\$ 1,142,409	\$ 1,142,409
Total Sources of Funds	\$ 25,810,000	\$ 20,235,000	\$ 46,045,000	\$ 17,515,000	\$ 23,412,409	\$ 86,972,409
Uses						
Net Proceeds/Deposit to Project Fund	\$ 17,240,004	\$ 12,129,200	\$ 29,369,204	\$ 13,290,108	\$ 20,517,309	\$ 63,176,621
Deposit to Capitalized Interest Fund	\$ 3,548,875	\$ 4,047,000	\$ 7,595,875	\$ 2,101,800	\$ 2,227,000	\$ 11,924,675
Deposit to Debt Service Reserve Fund	\$ 2,425,071	\$ 2,023,500	\$ 4,448,571	\$ 1,597,642	\$ -	\$ 6,046,213
Estimated Costs of Issuance	\$ 774,300	\$ 607,050	\$ 1,381,350	\$ 525,450	\$ 668,100	\$ 2,574,900
Total Uses of Funds	\$ 23,988,250	\$ 18,806,750	\$ 42,795,000	\$ 17,515,000	\$ 23,412,409	\$ 83,722,409
Coverage Ratios	3.00x	1.50x		1.75x	1.10x	

OCCUPANCY TAXES
 THROUGH 2055



Jefferson City, MO
 Conference Hotel

PROJECT SOURCES & USES SUMMARY

Sources of Funds	OCCUPANCY TAXES THROUGH 2055*	
Hotel Revenue Bonds	\$	29,369,204
Incentive Bonds	\$	13,290,108
City Bonds	\$	20,517,309
Parking Revenue Bonds	\$	10,000,000
AARPA Grant	\$	2,100,000
Parking Fund Contribution	\$	4,000,000
Tourism Tax Contribution	\$	9,500,000
State Contribution	\$	2,000,000
[other]		
Total Sources of Funds	\$	90,776,621

Project Budget		
Hotel Tower	\$	51,000,000
Convention Space	\$	52,000,000
Parking Garage	\$	27,000,000
Total Project Budget	\$	130,000,000
<i>Surplus/(Shortfall)</i>	\$	(39,223,379)

* Assume Hotel occupancy taxes flow into COPs/Special Ob's

Jefferson City
Hotel & Conference Center
 Pre-Development Business Plan



Jefferson City, MO
 Hotel Revenue Bonds
 Example Series 2025

ASSUMPTIONS	
Dated Date:	7/1/2025
First Payment:	7/1/2026
Optional Par Call:	TBD
Senior Coverage Ratio:	3.00
Subordinate Coverage Ratio:	1.50

PRICING INFORMATION					
Lien	Maturity	Par	Coupon	Yield	Price
Senior	7/1/2055	\$ 25,810,000	5.500%	5.500%	100.000
Subordinate	7/1/2055	\$ 20,235,000	8.000%	8.000%	100.000
		\$ 46,045,000			

SOURCES AND USES OF FUNDS				
Sources	Senior Bonds	Sub Bonds	Total	
Par Amount of Bonds	\$ 25,810,000	\$ 20,235,000	\$	46,045,000
Original Issue Discount	\$ -		\$	-
Total Sources of Funds	\$ 25,810,000	\$ 20,235,000	\$	46,045,000
Uses	Senior Bonds	Sub Bonds	Total	
Net Proceeds/Deposit to Project Fund	\$ 17,240,004	\$ 12,129,200	\$	29,369,204
Deposit to Operating Account	\$ 1,821,750	\$ 1,428,250	\$	3,250,000
Deposit to Capitalized Interest Fund	\$ 3,548,875	\$ 4,047,000	\$	7,595,875
Deposit to Debt Service Reserve Fund	\$ 2,425,071	\$ 2,023,500	\$	4,448,571
Estimated Costs of Issuance	\$ 774,300	\$ 607,050	\$	1,381,350
Total Uses of Funds	\$ 25,810,000	\$ 20,235,000	\$	46,045,000

DSRF SIZING			
	Senior Bonds	Sub Bonds	
10% of Par:	\$ 2,581,000	\$ 2,023,500	
125% Average Annual DS:	\$ 2,425,071	\$ 2,477,375	
Maximum Annual Debt Service:	\$ 2,584,750	\$ 2,592,000	
Least:	\$ 2,425,071	\$ 2,023,500	

Jefferson City
Hotel & Conference Center
 Pre-Development Business Plan



Jefferson City, MO
 Hotel Revenue Bonds
 Example Series 2025

SENIOR BOND DEBT SERVICE						SUBORDINATE BOND DEBT SERVICE					AVAILABLE REVENUE AND DSCR			
Date	Bond Year	Interest	Principal	Capitalized Interest	Annual Net Debt Service	Interest	Principal	Capitalized Interest	Annual Net Debt Service	Agg. Net Debt Service	Available Revenue	Senior Coverage	Aggregate Coverage	Surplus Revenue
1-Jul-25														
1-Jul-26	2026	1,419,550		(1,419,550)	-	1,618,800		(1,618,800)	-	-	-			-
1-Jul-27	2027	1,419,550		(1,419,550)	-	1,618,800		(1,618,800)	-	-	-			-
1-Jul-28	2028	1,419,550		(709,775)	709,775	1,618,800		(809,400)	809,400	1,519,175	3,312,616	4.67	2.18	2,602,841
1-Jul-29	2029	1,419,550			1,419,550	1,618,800			1,618,800	3,038,350	4,108,877	2.89	1.35	2,689,327
1-Jul-30	2030	1,419,550	25,000		1,444,550	1,618,800	-		1,618,800	3,063,350	4,349,186	3.01	1.42	2,904,636
1-Jul-31	2031	1,418,175	70,000		1,488,175	1,618,800	-		1,618,800	3,106,975	4,480,037	3.01	1.44	2,991,862
1-Jul-32	2032	1,414,325	130,000		1,544,325	1,618,800	-		1,618,800	3,163,125	4,637,593	3.00	1.47	3,093,268
1-Jul-33	2033	1,407,175	185,000		1,592,175	1,618,800	-		1,618,800	3,210,975	4,785,817	3.01	1.49	3,193,642
1-Jul-34	2034	1,397,000	245,000		1,642,000	1,618,800	25,000		1,643,800	3,285,800	4,929,768	3.00	1.50	3,287,768
1-Jul-35	2035	1,383,525	305,000		1,688,525	1,616,800	75,000		1,691,800	3,380,325	5,078,034	3.01	1.50	3,389,509
1-Jul-36	2036	1,366,750	375,000		1,741,750	1,610,800	130,000		1,740,800	3,482,550	5,230,755	3.00	1.50	3,489,005
1-Jul-37	2037	1,346,125	445,000		1,791,125	1,600,400	200,000		1,800,400	3,591,525	5,388,052	3.01	1.50	3,596,927
1-Jul-38	2038	1,321,650	520,000		1,841,650	1,584,400	265,000		1,849,400	3,691,050	5,538,808	3.01	1.50	3,697,158
1-Jul-39	2039	1,293,050	590,000		1,883,050	1,563,200	320,000		1,883,200	3,766,250	5,649,834	3.00	1.50	3,766,784
1-Jul-40	2040	1,260,600	660,000		1,920,600	1,537,600	380,000		1,917,600	3,838,200	5,763,081	3.00	1.50	3,842,481
1-Jul-41	2041	1,224,300	735,000		1,959,300	1,507,200	450,000		1,957,200	3,916,500	5,878,592	3.00	1.50	3,919,292
1-Jul-42	2042	1,183,875	810,000		1,993,875	1,471,200	530,000		2,001,200	3,995,075	5,996,414	3.01	1.50	4,002,539
1-Jul-43	2043	1,139,325	895,000		2,034,325	1,428,800	610,000		2,038,800	4,073,125	6,116,593	3.01	1.50	4,082,268
1-Jul-44	2044	1,090,100	985,000		2,075,100	1,380,000	700,000		2,080,000	4,155,100	6,239,174	3.01	1.50	4,164,074
1-Jul-45	2045	1,035,925	1,085,000		2,120,925	1,324,000	795,000		2,119,000	4,239,925	6,364,208	3.00	1.50	4,243,283
1-Jul-46	2046	976,250	1,185,000		2,161,250	1,260,400	905,000		2,165,400	4,326,650	6,491,742	3.00	1.50	4,330,492
1-Jul-47	2047	911,075	1,295,000		2,206,075	1,188,000	1,020,000		2,208,000	4,414,075	6,621,827	3.00	1.50	4,415,752
1-Jul-48	2048	839,850	1,410,000		2,249,850	1,106,400	1,145,000		2,251,400	4,501,250	6,754,513	3.00	1.50	4,504,663
1-Jul-49	2049	762,300	1,530,000		2,292,300	1,014,800	1,285,000		2,299,800	4,592,100	6,889,854	3.01	1.50	4,597,554
1-Jul-50	2050	678,150	1,660,000		2,338,150	912,000	1,430,000		2,342,000	4,680,150	7,027,901	3.01	1.50	4,689,751
1-Jul-51	2051	586,850	1,840,000		2,426,850	797,600	1,630,000		2,427,600	4,854,450	7,282,617	3.00	1.50	4,855,767
1-Jul-52	2052	485,650	1,970,000		2,455,650	667,200	1,785,000		2,452,200	4,907,850	7,368,903	3.00	1.50	4,913,253
1-Jul-53	2053	377,300	2,135,000		2,512,300	524,400	1,985,000		2,509,400	5,021,700	7,537,500	3.00	1.50	5,025,200
1-Jul-54	2054	259,875	2,275,000		2,534,875	365,600	2,170,000		2,535,600	5,070,475	7,613,239	3.00	1.50	5,078,364
1-Jul-55	2055	134,750	2,450,000		2,584,750	192,000	2,400,000		2,592,000	5,176,750	7,765,754	3.00	1.50	5,181,004
		32,391,700	25,810,000	(3,548,875)	54,652,825	39,222,000	20,235,000	(4,047,000)	55,410,000	110,062,825	165,201,290			110,548,465



Jefferson City, MO
Tax Revenue Bond
Example Series 2025

ASSUMPTIONS

Dated Date:	7/1/2025
First Payment:	7/1/2026
Optional Par Call:	TBD
Senior Coverage I	1.75
Subordinate Cove	n/a

PRICING INFORMATION

Maturity	Par	Coupon	Yield	Price
7/1/2055	\$ 17,515,000	6.000%	6.000%	100.000
	\$ 17,515,000			

SOURCES AND USES OF FUNDS

Sources

Par Amount of Bonds	\$	17,515,000
Original Issue Discount	\$	-
Total Sources of Funds	\$	17,515,000

Uses

Net Proceeds/Deposit to Project Fund	\$	13,290,108
Deposit to Capitalized Interest Fund	\$	2,101,800
Deposit to Debt Service Reserve Fund	\$	1,597,642
Estimated Costs of Issuance	3.00%	\$ 525,450
Total Uses of Funds	\$	17,515,000

DSRF SIZING

10% of Par:	\$	1,751,500
125% Average Annual DS:	\$	1,597,642
Maximum Annual Debt Service:	\$	1,654,500
Least:	\$	1,597,642



Jefferson City, MO
Tax Revenue Bond
Example Series 2025

BOND DEBT SERVICE						AVAILABLE REVENUE AND DSCR		
Date	Bond Year	Interest	Principal	Capitalized Interest	Annual Net Debt Service	Available Revenue	Senior Coverage	Surplus Revenue
1-Jul-25								
1-Jul-26	2026	1,050,900		(1,050,900)	-	-		-
1-Jul-27	2027	1,050,900		(1,050,900)	-	-		-
1-Jul-28	2028	1,050,900	25,000		1,075,900	1,887,417	1.75	811,517
1-Jul-29	2029	1,049,400	110,000		1,159,400	2,036,137	1.76	876,737
1-Jul-30	2030	1,042,800	170,000		1,212,800	2,131,562	1.76	918,762
1-Jul-31	2031	1,032,600	210,000		1,242,600	2,181,466	1.76	938,866
1-Jul-32	2032	1,020,000	255,000		1,275,000	2,232,748	1.75	957,748
1-Jul-33	2033	1,004,700	300,000		1,304,700	2,285,447	1.75	980,747
1-Jul-34	2034	986,700	345,000		1,331,700	2,339,604	1.76	1,007,904
1-Jul-35	2035	966,000	400,000		1,366,000	2,395,259	1.75	1,029,259
1-Jul-36	2036	942,000	455,000		1,397,000	2,452,456	1.76	1,055,456
1-Jul-37	2037	914,700	515,000		1,429,700	2,511,237	1.76	1,081,537
1-Jul-38	2038	883,800	575,000		1,458,800	2,556,061	1.75	1,097,261
1-Jul-39	2039	849,300	635,000		1,484,300	2,601,783	1.75	1,117,483
1-Jul-40	2040	811,200	545,000		1,356,200	2,378,418	1.75	1,022,218
1-Jul-41	2041	778,500	605,000		1,383,500	2,425,987	1.75	1,042,487
1-Jul-42	2042	742,200	670,000		1,412,200	2,474,506	1.75	1,062,306
1-Jul-43	2043	702,000	735,000		1,437,000	2,523,996	1.76	1,086,996
1-Jul-44	2044	657,900	810,000		1,467,900	2,574,476	1.75	1,106,576
1-Jul-45	2045	609,300	890,000		1,499,300	2,625,966	1.75	1,126,666
1-Jul-46	2046	555,900	970,000		1,525,900	2,678,485	1.76	1,152,585
1-Jul-47	2047	497,700	1,060,000		1,557,700	2,732,055	1.75	1,174,355
1-Jul-48	2048	434,100	1,155,000		1,589,100	2,786,696	1.75	1,197,596
1-Jul-49	2049	364,800	1,255,000		1,619,800	2,842,430	1.75	1,222,630
1-Jul-50	2050	289,500	1,365,000		1,654,500	2,899,279	1.75	1,244,779
1-Jul-51	2051	207,600	950,000		1,157,600	2,028,427	1.75	870,827
1-Jul-52	2052	150,600	1,030,000		1,180,600	2,068,996	1.75	888,396
1-Jul-53	2053	88,800	455,000		543,800	954,232	1.75	410,432
1-Jul-54	2054	61,500	490,000		551,500	973,316	1.76	421,816
1-Jul-55	2055	32,100	535,000		567,100	992,782	1.75	425,682
		20,828,400	17,515,000	(2,101,800)	36,241,600	63,571,224		27,329,624



Jefferson City, MO
Special Obligation Bonds/COPs
Example Series 2025

****Occupancy Taxes Thru 2055****

ASSUMPTIONS	
Dated Date:	7/1/2025
First Payment:	7/1/2026
Optional Par Call:	7/1/2035
Senior Coverage Ratio:	1.10
Subordinate Coverage Ratio:	n/a

SOURCES AND USES OF FUNDS			
Sources			
Par Amount of Bonds	\$	22,270,000	
Original Issue Premium/Discount	\$	1,142,409	
Total Sources of Funds	\$	23,412,409	
Uses			
Net Proceeds/Deposit to Project Fund	\$	20,517,309	
Deposit to Capitalized Interest Fund	\$	2,227,000	
Deposit to Debt Service Reserve Fund			
Estimated Costs of Issuance	3.00%	\$	668,100
Total Uses of Funds	\$	23,412,409	

DSRF SIZING			
10% of Par:	\$	2,227,000	
125% Average Annual DS:	\$	1,955,010	
Maximum Annual Debt Service:	\$	2,068,500	
Least:	\$	1,955,010	



Jefferson City, MO
 Special Obligation Bonds/COPs
 Example Series 2025

****Occupancy Taxes Thru 2055****

BOND DEBT SERVICE									AVAILABLE REVENUE AND DSCR			
Date	Bond Year	Coupon	Scale Yield	Price	Interest	Principal	Capitalized Interest	Annual Net Debt Service	Occupancy Tax Revenue	Available Revenue	Senior Coverage	Surplus Revenue
1-Jul-25												
1-Jul-26	2026				1,113,500		(1,113,500)	-	-	-		-
1-Jul-27	2027				1,113,500		(1,113,500)	-	-	-		-
1-Jul-28	2028	5.00%	3.33%	104.731	1,113,500	30,000		1,143,500	1,262,235	1,262,235	1.10	118,735
1-Jul-29	2029	5.00%	3.37%	106.052	1,112,000	85,000		1,197,000	1,320,099	1,320,099	1.10	123,099
1-Jul-30	2030	5.00%	3.40%	107.300	1,107,750	125,000		1,232,750	1,361,674	1,361,674	1.10	128,924
1-Jul-31	2031	5.00%	3.43%	108.449	1,101,500	160,000		1,261,500	1,392,900	1,392,900	1.10	131,400
1-Jul-32	2032	5.00%	3.47%	109.436	1,093,500	200,000		1,293,500	1,424,871	1,424,871	1.10	131,371
1-Jul-33	2033	5.00%	3.53%	110.168	1,083,500	240,000		1,323,500	1,457,605	1,457,605	1.10	134,105
1-Jul-34	2034	5.00%	3.59%	110.762	1,071,500	280,000		1,351,500	1,491,120	1,491,120	1.10	139,620
1-Jul-35	2035	5.00%	3.66%	111.137	1,057,500	325,000		1,382,500	1,525,437	1,525,437	1.10	142,937
1-Jul-36	2036	5.00%	3.72%	110.608	1,041,250	375,000		1,416,250	1,560,574	1,560,574	1.10	144,324
1-Jul-37	2037	5.00%	3.77%	110.169	1,022,500	425,000		1,447,500	1,596,554	1,596,554	1.10	149,054
1-Jul-38	2038	5.00%	3.81%	109.819	1,001,250	475,000		1,476,250	1,628,485	1,628,485	1.10	152,235
1-Jul-39	2039	5.00%	3.86%	109.384	977,500	530,000		1,507,500	1,661,055	1,661,055	1.10	153,555
1-Jul-40	2040	5.00%	3.95%	108.605	951,000	585,000		1,536,000	1,694,276	1,694,276	1.10	158,276
1-Jul-41	2041	5.00%	4.04%	107.834	921,750	645,000		1,566,750	1,728,161	1,728,161	1.10	161,411
1-Jul-42	2042	5.00%	4.13%	107.068	889,500	710,000		1,599,500	1,762,724	1,762,724	1.10	163,224
1-Jul-43	2043	5.00%	4.18%	106.646	854,000	780,000		1,634,000	1,797,979	1,797,979	1.10	163,979
1-Jul-44	2044	5.00%	4.25%	106.058	815,000	850,000		1,665,000	1,833,938	1,833,938	1.10	168,938
1-Jul-45	2045	5.00%	4.32%	105.475	772,500	925,000		1,697,500	1,870,617	1,870,617	1.10	173,117
1-Jul-46	2046	5.00%	4.38%	104.977	726,250	1,005,000		1,731,250	1,908,030	1,908,030	1.10	176,780
1-Jul-47	2047	5.00%	4.44%	104.483	676,000	1,090,000		1,766,000	1,946,190	1,946,190	1.10	180,190
1-Jul-48	2048	5.00%	4.48%	104.155	621,500	1,180,000		1,801,500	1,985,114	1,985,114	1.10	183,614
1-Jul-49	2049	5.00%	4.51%	103.909	562,500	1,275,000		1,837,500	2,024,816	2,024,816	1.10	187,316
1-Jul-50	2050	5.00%	4.53%	103.746	498,750	1,375,000		1,873,750	2,065,313	2,065,313	1.10	191,563
1-Jul-51	2051	5.00%	4.55%	103.583	430,000	1,480,000		1,910,000	2,106,619	2,106,619	1.10	196,619
1-Jul-52	2052	5.00%	4.59%	103.259	356,000	1,595,000		1,951,000	2,148,751	2,148,751	1.10	197,751
1-Jul-53	2053	5.00%	4.61%	103.097	276,250	1,715,000		1,991,250	2,191,726	2,191,726	1.10	200,476
1-Jul-54	2054	5.00%	4.63%	102.935	190,500	1,840,000		2,030,500	2,235,561	2,235,561	1.10	205,061
1-Jul-55	2055	5.00%	4.63%	102.935	98,500	1,970,000		2,068,500	2,280,272	2,280,272	1.10	211,772
					24,650,250	22,270,000	(2,227,000)	44,693,250	49,262,696	49,262,696		4,569,446

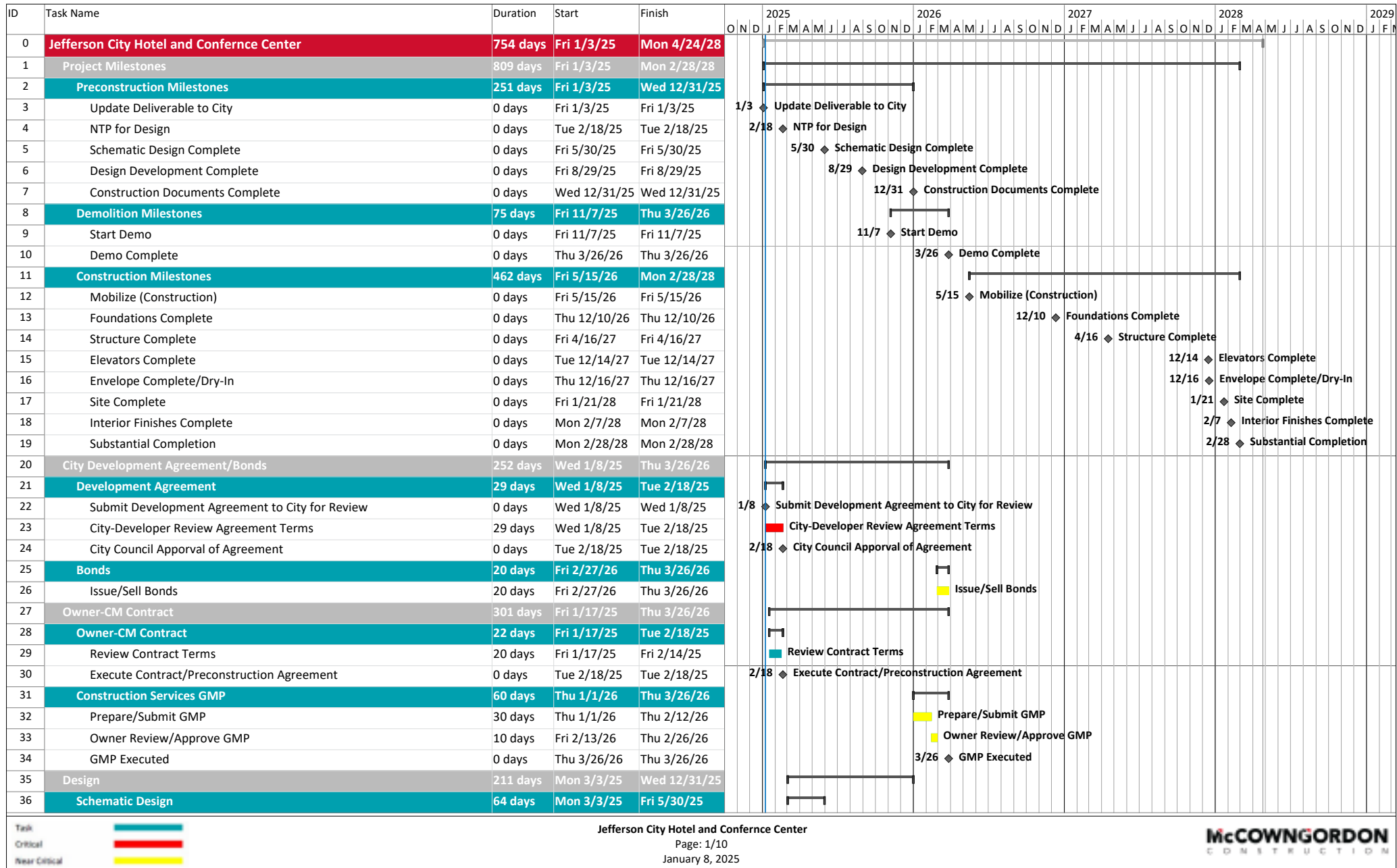


DEVELOPMENT SCHEDULE

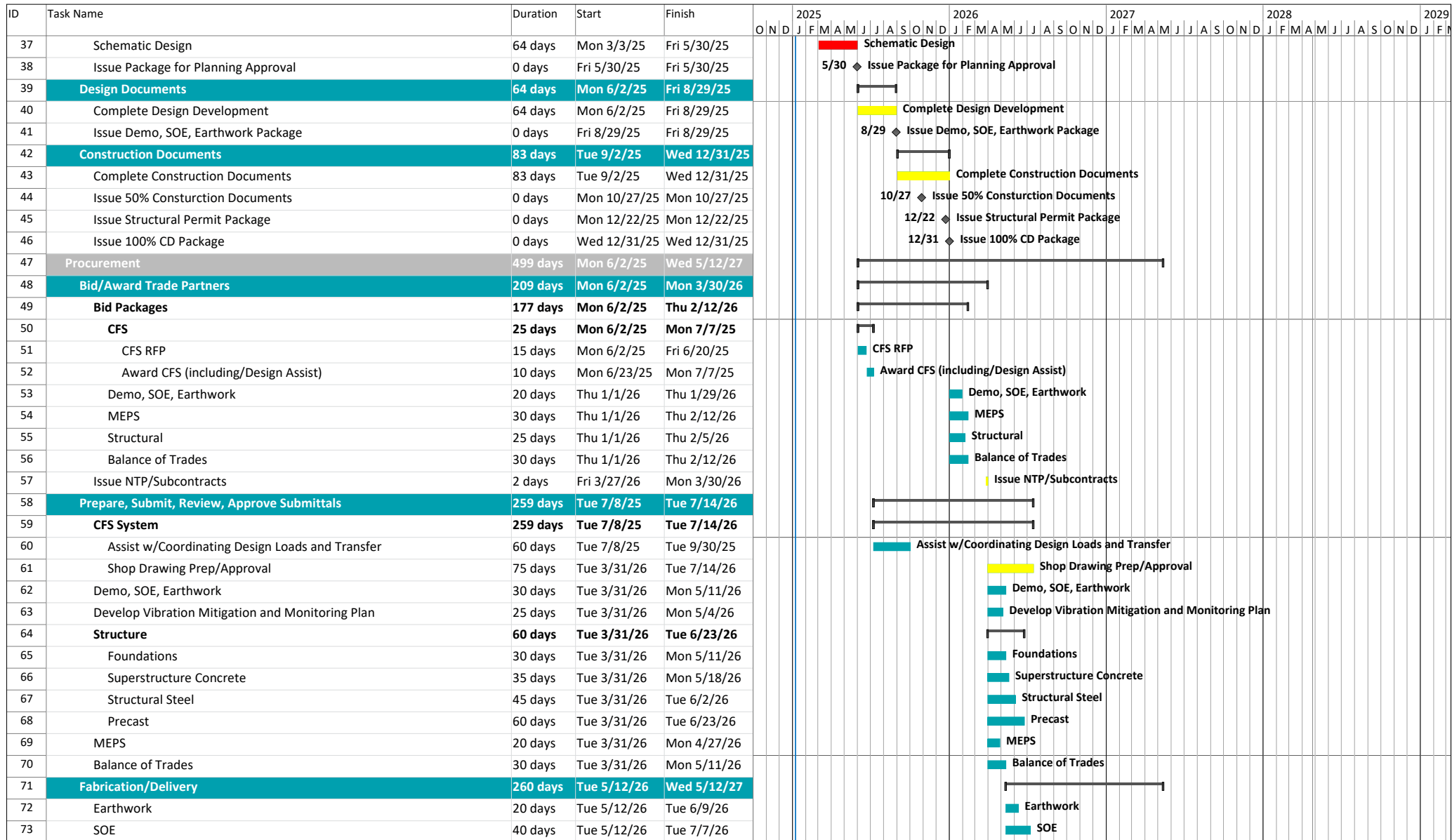
Garfield understands the desire of the city to continue progress on the project. With that in mind, we recommend continuing the design and development of the project under a Master Development Agreement which will guide the project through pre-construction, construction, commissioning, and grand opening. Garfield has prepared a preliminary project development schedule which includes anticipated milestones beginning with the execution of the Master Development Agreement in March 2025 to begin the pre-construction services phase. The schedule to complete other milestones of the development are as follows:

- | | |
|--|---------------|
| • Execute Master Development Agreement | March 2025 |
| • Complete schematic design, update pricing | May 2025 |
| • Complete design development, update pricing | August 2025 |
| • Complete construction documents | December 2025 |
| • Preparation and acceptance of GMP | February 2026 |
| • Bond Issuance / contractor notice to proceed | March 2026 |
| • Mobilization / commence construction | May 2026 |
| • Substantial completion | February 2028 |
| • Final completion / soft opening | March 2028 |
| • Grand opening | April 2028 |

Jefferson City
Hotel & Conference Center
 Pre-Development Business Plan

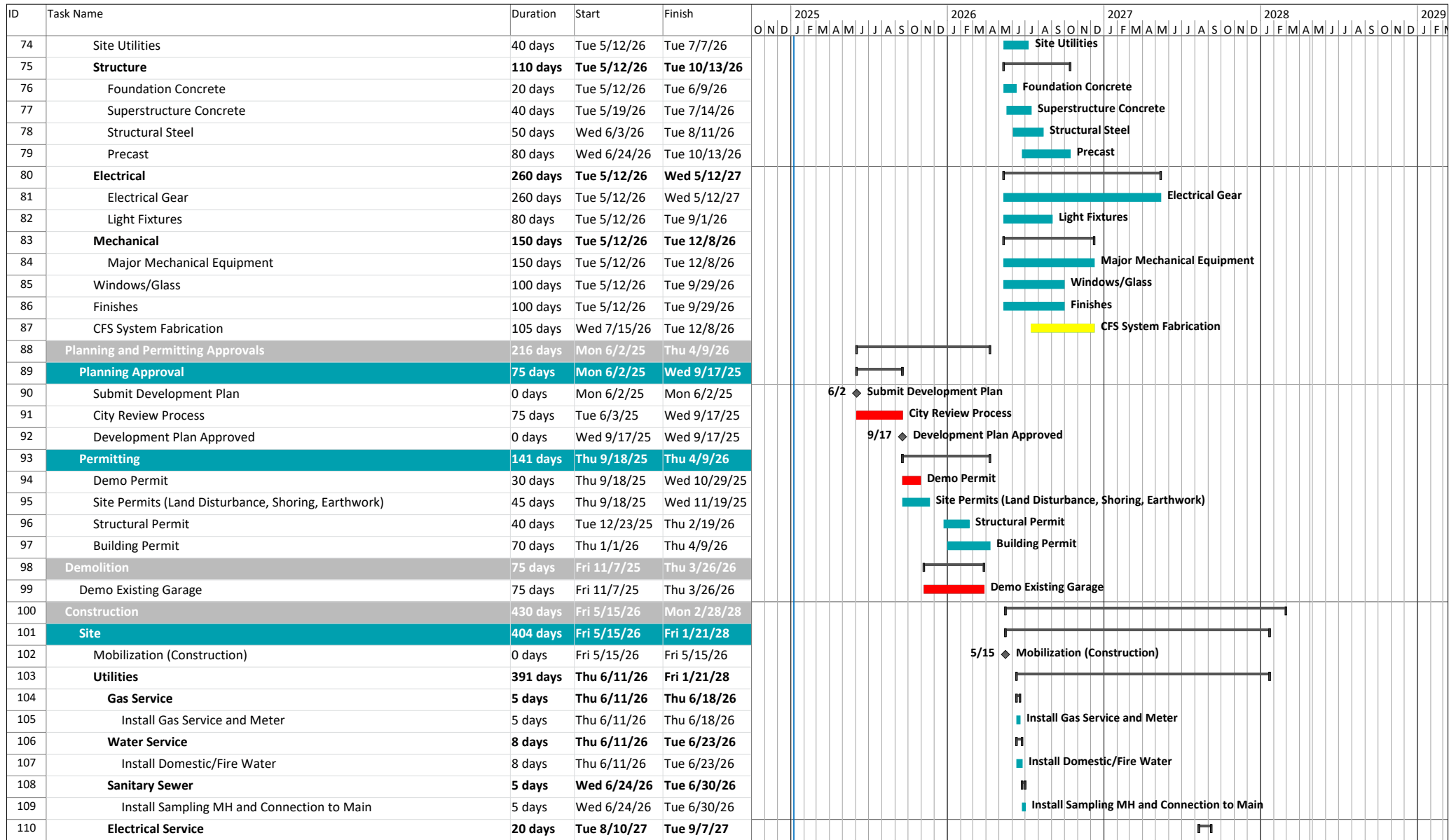


Jefferson City
Hotel & Conference Center
Pre-Development Business Plan



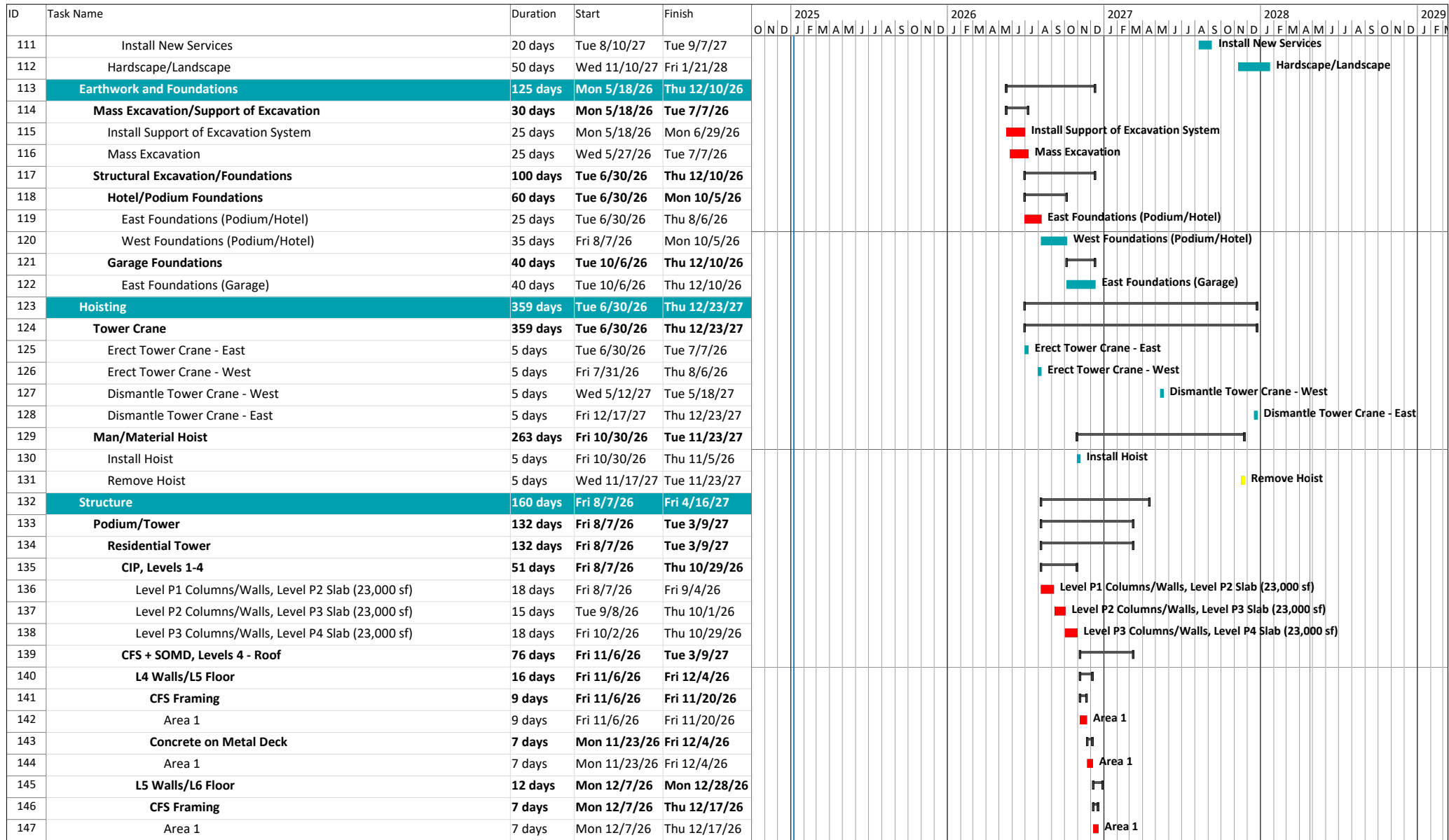
Task
Critical
Near Critical

Jefferson City
Hotel & Conference Center
 Pre-Development Business Plan



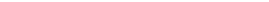
Task
 Critical
 Near Critical

Jefferson City
Hotel & Conference Center
Pre-Development Business Plan



Task
Critical
Near Critical

Task		Jefferson City Hotel and Conference Center	
Critical		Page: 5/10	
Near Critical		January 8, 2025	

Task		Jefferson City Hotel and Conference Center	
Critical		Page: 6/10	
Near Critical		January 8, 2025	

Task	
Critical	
Near Critical	

Task		Jefferson City Hotel and Conference Center	
Critical		Page: 8/10	
Near Critical		January 8, 2025	

Task		Jefferson City Hotel and Conference Center	
Critical		Page: 9/10	
Near Critical		January 8, 2025	

Task		Jefferson City Hotel and Conference Center	
Critical		Page: 10/10	
Near Critical		January 8, 2025	

JEFFERSON CITY HOTEL & CONFERENCE CENTER

PRE-DEVELOPMENT BUSINESS PLAN

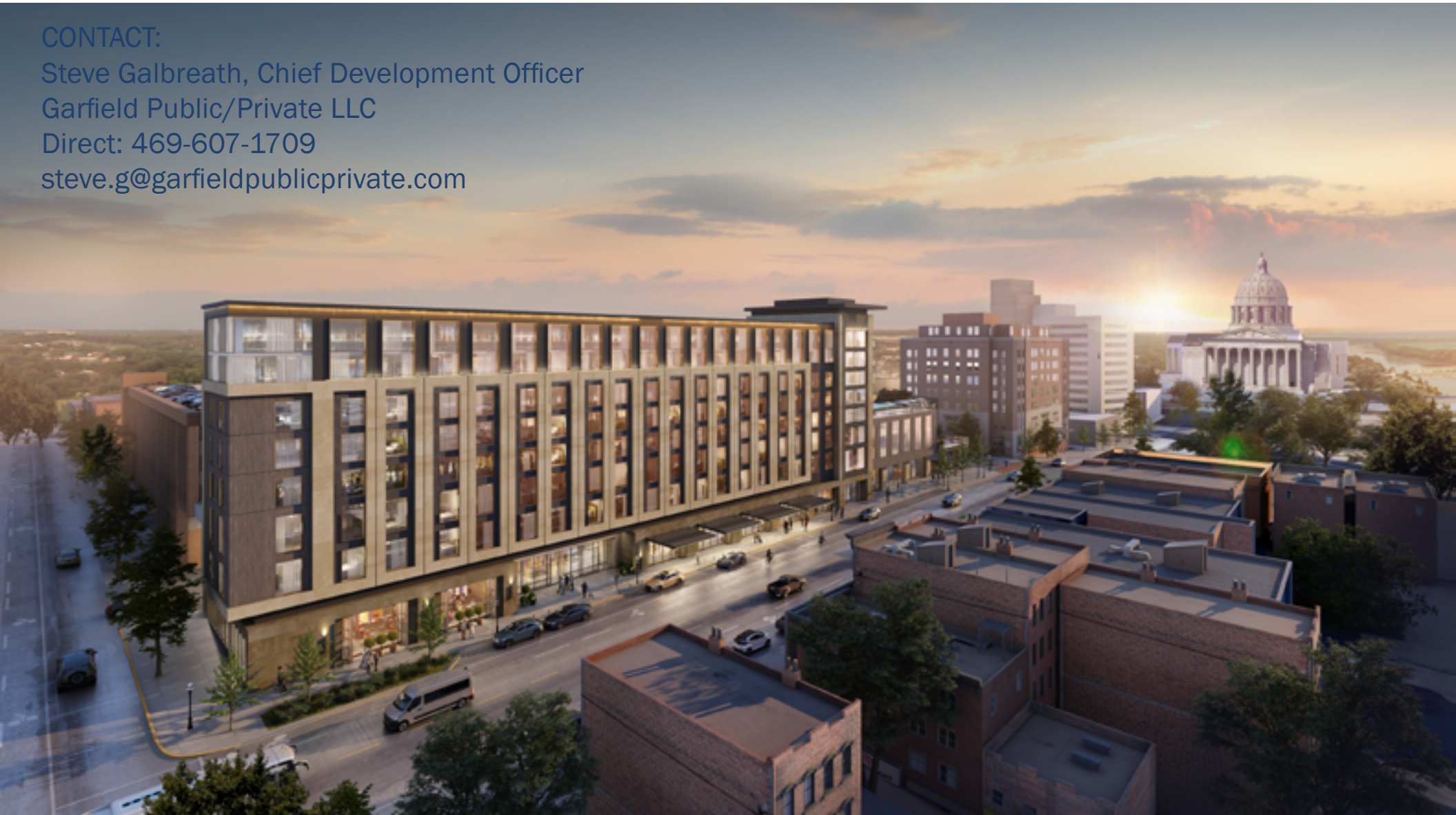
CONTACT:

Steve Galbreath, Chief Development Officer

Garfield Public/Private LLC

Direct: 469-607-1709

steve.g@garfieldpublicprivate.com



Memo

To: Shiela Pearre
From: Shelby Convery
Date: January 13, 2025
Re: Sales Tax Revenues

The City received the January 1 % Sales Tax in the amount of \$1,204,513 which is \$12,972 more than projected for January. January overage is \$12,972 (0.09%) in the General Fund.

1% General Sales Tax						Prior Year
Reporting Period	Receipt Period	Actual Receipts	Budget Projection	Variance		Actual Receipts
Nov-24	Jan-25	\$1,204,513	\$1,191,541	\$12,972		\$1,191,685
Dec-24	Feb-25		\$1,293,711			\$1,293,867
Jan-25 & Oct-Dec 24 Qtrly	Mar-25		\$1,207,100			\$1,207,245
Feb-25	Apr-25		\$1,182,208			\$1,182,350
Mar-25	May-25		\$1,122,710			\$1,122,846
Apr-25 & Jan-Mar 25 Qtrly	Jun-25		\$1,278,018			\$1,278,172
May-25	Jul-25		\$1,307,454			\$1,307,611
Jun-25	Aug-25		\$1,155,054			\$1,155,193
Jul-25 & Apr-June 25 Qtrly	Sep-25		\$1,224,179			\$1,224,326
Aug-25	Oct-25		\$1,145,158			\$1,145,296
Sep-25	Nov-25		\$1,205,847			\$1,205,992
Oct-25 & Jul-Sept 25 Qtrly	Dec-25		\$1,187,019			\$1,187,162
Total Overage/Shortfall		\$1,204,513	\$14,500,000	\$12,972		\$14,501,745

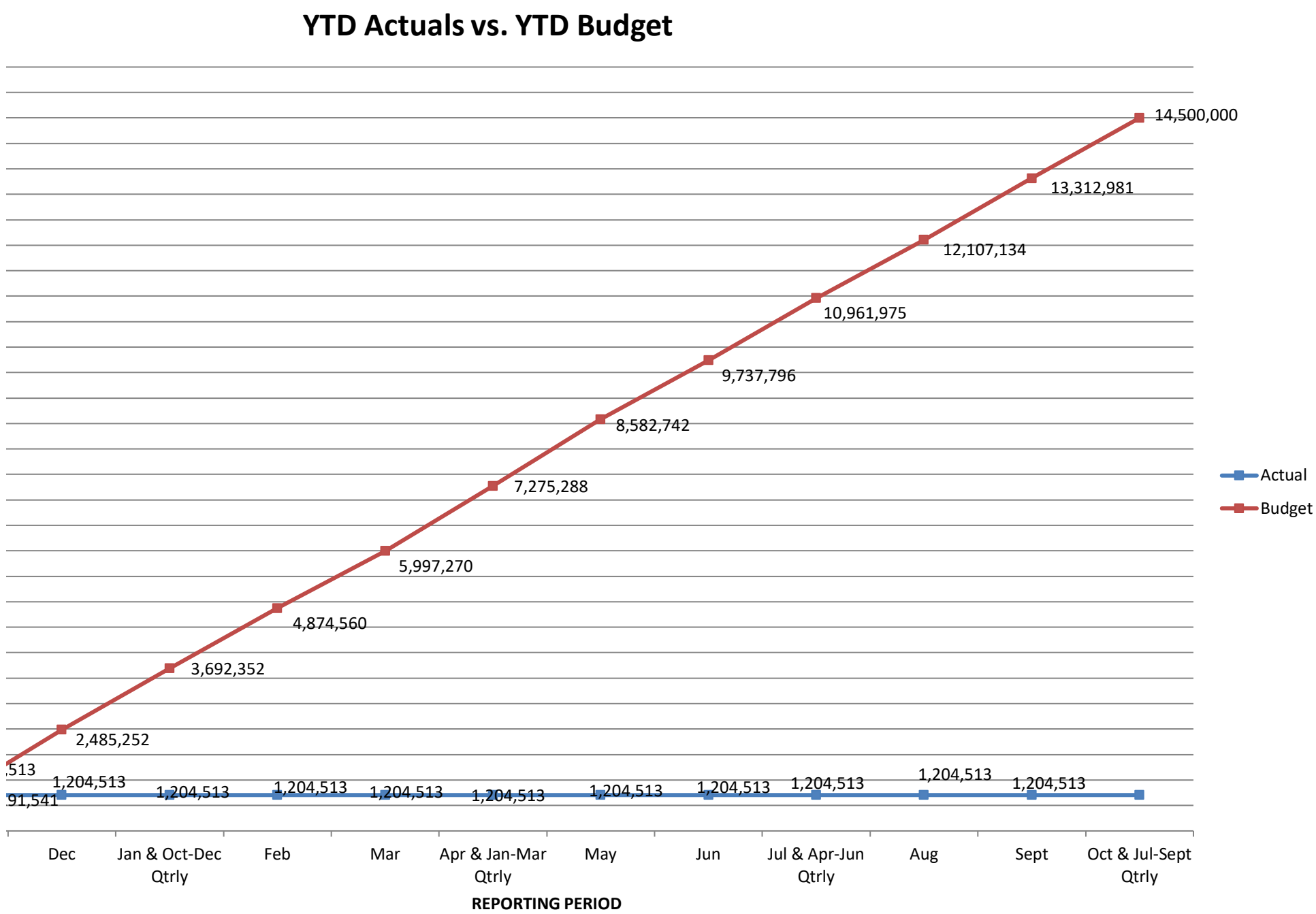
1/2% Capital Improvement Tax - Sales Tax H						Prior Year
Reporting Period	Receipt Period	Actual Receipts	Budget Projection	Variance		Actual Receipts
Nov-24	Jan-25	\$592,606	\$ 595,948	(\$3,341)		\$580,334
Dec-24	Feb-25		\$ 648,344			\$631,358
Jan-25 & Oct-Dec 24 Qtrly	Mar-25		\$ 607,359			\$591,447
Feb-25	Apr-25		\$ 574,426			\$559,377
Mar-25	May-25		\$ 568,334			\$553,444
Apr-25 & Jan-Mar 25 Qtrly	Jun-25		\$ 643,415			\$626,558
May-25	Jul-25		\$ 649,400			\$632,387
Jun-25	Aug-25		\$ 592,821			\$577,289
Jul-25 & Apr-June 25 Qtrly	Sep-25		\$ 607,852			\$591,927
Aug-25	Oct-25		\$ 575,756			\$560,672
Sep-25	Nov-25		\$ 601,108			\$585,359
Oct-25 & Jul-Sept 25 Qtrly	Dec-25		\$ 585,238			\$569,905
Total Overage/Shortfall		\$592,606	\$7,250,000	(\$3,341)		\$7,060,058

1/2% Parks Sales Tax						Prior Year
Reporting Period	Receipt Period	Actual Receipts	Budget Projection	Variance		Actual Receipts
Nov-24	Jan-25	\$592,607	\$ 595,948	(\$3,341)		\$580,334
Dec-24	Feb-25		\$ 648,346			\$631,360
Jan-25 & Oct-Dec 24 Qtrly	Mar-25		\$ 607,359			\$591,447
Feb-25	Apr-25		\$ 574,427			\$559,377
Mar-25	May-25		\$ 568,330			\$553,440
Apr-25 & Jan-Mar 25 Qtrly	Jun-25		\$ 643,413			\$626,556
May-25	Jul-25		\$ 649,401			\$632,387
Jun-25	Aug-25		\$ 592,821			\$577,289
Jul-25 & Apr-June 25 Qtrly	Sep-25		\$ 607,852			\$591,927
Aug-25	Oct-25		\$ 575,757			\$560,672
Sep-25	Nov-25		\$ 601,108			\$585,359
Oct-25 & Jul-Sept 25 Qtrly	Dec-25		\$ 585,238			\$569,905
Total Overage/Shortfall		\$592,607	\$7,250,000	(\$3,341)		\$7,060,053

1/4% Public Safety Tax						Prior Year
Reporting Period	Receipt Period	Actual Receipts	Budget Projection	Variance		Actual Receipts
Nov-24	Jan-25	\$295,992	\$ 299,055	(\$3,062)		\$290,472
Dec-24	Feb-25		\$ 324,654			\$315,336
Jan-25 & Oct-Dec 24 Qtrly	Mar-25		\$ 303,734			\$295,017
Feb-25	Apr-25		\$ 287,353			\$279,106
Mar-25	May-25		\$ 283,174			\$275,047
Apr-25 & Jan-Mar 25 Qtrly	Jun-25		\$ 321,437			\$312,212
May-25	Jul-25		\$ 324,964			\$315,637
Jun-25	Aug-25		\$ 296,026			\$287,531
Jul-25 & Apr-June 25 Qtrly	Sep-25		\$ 302,512			\$293,830
Aug-25	Oct-25		\$ 287,915			\$279,652
Sep-25	Nov-25		\$ 301,057			\$292,417
Oct-25 & Jul-Sept 25 Qtrly	Dec-25		\$ 293,119			\$284,707
Total Overage/Shortfall		\$295,992	\$3,625,000	(\$3,062)		\$3,520,963

City of Jefferson, Mo. - Account Analysis

General Fund Sales Tax 10-100-400010							One percent (1%) Receipt Month: JANUARY 2025				
RECEIPT PERIOD	2020	2021	2022	2023	2024	2025	Prior 5 years Monthly Average	Actuals	YTD Actuals	Budget	YTD Budget
January	1,049,305	986,180	1,023,976	1,259,616	1,191,685	1,204,513 act.	1,102,152	1,204,513.02	1,204,513	1,191,541	1,191,541
February	942,049	971,262	1,222,207	1,216,173	1,293,867	1,204,513 est.	1,129,112		1,204,513	1,293,711	2,485,252
March	1,066,146	1,115,596	1,103,825	1,022,304	1,207,245	1,204,513 est.	1,103,023		1,204,513	1,207,100	3,692,352
April	949,276	895,779	1,000,444	1,159,734	1,182,350	1,204,513 est.	1,037,517		1,204,513	1,182,208	4,874,560
May	828,799	861,134	981,749	1,016,572	1,122,846	1,204,513 est.	962,220		1,204,513	1,122,710	5,997,270
June	1,093,256	1,297,057	1,227,939	1,278,048	1,278,172	1,204,513 est.	1,234,894		1,204,513	1,278,018	7,275,288
July	1,139,419	1,112,675	1,109,974	1,210,579	1,307,611	1,204,513 est.	1,176,052		1,204,513	1,307,454	8,582,742
August	912,996	996,635	1,251,810	1,164,947	1,155,193	1,204,513 est.	1,096,316		1,204,513	1,155,054	9,737,796
September	1,228,769	1,224,960	1,263,389	1,314,300	1,224,326	1,204,513 est.	1,251,149		1,204,513	1,224,179	10,961,975
October	1,020,452	1,113,777	1,177,321	1,085,882	1,145,296	1,204,513 est.	1,108,545		1,204,513	1,145,158	12,107,134
November	856,748	971,814	1,087,375	1,043,919	1,205,992	1,204,513 est.	1,033,170		1,204,513	1,205,847	13,312,981
December	1,131,896	1,231,564	1,237,576	1,242,324	1,187,162	1,204,513 est.	1,206,104		1,204,513	1,187,019	14,500,000

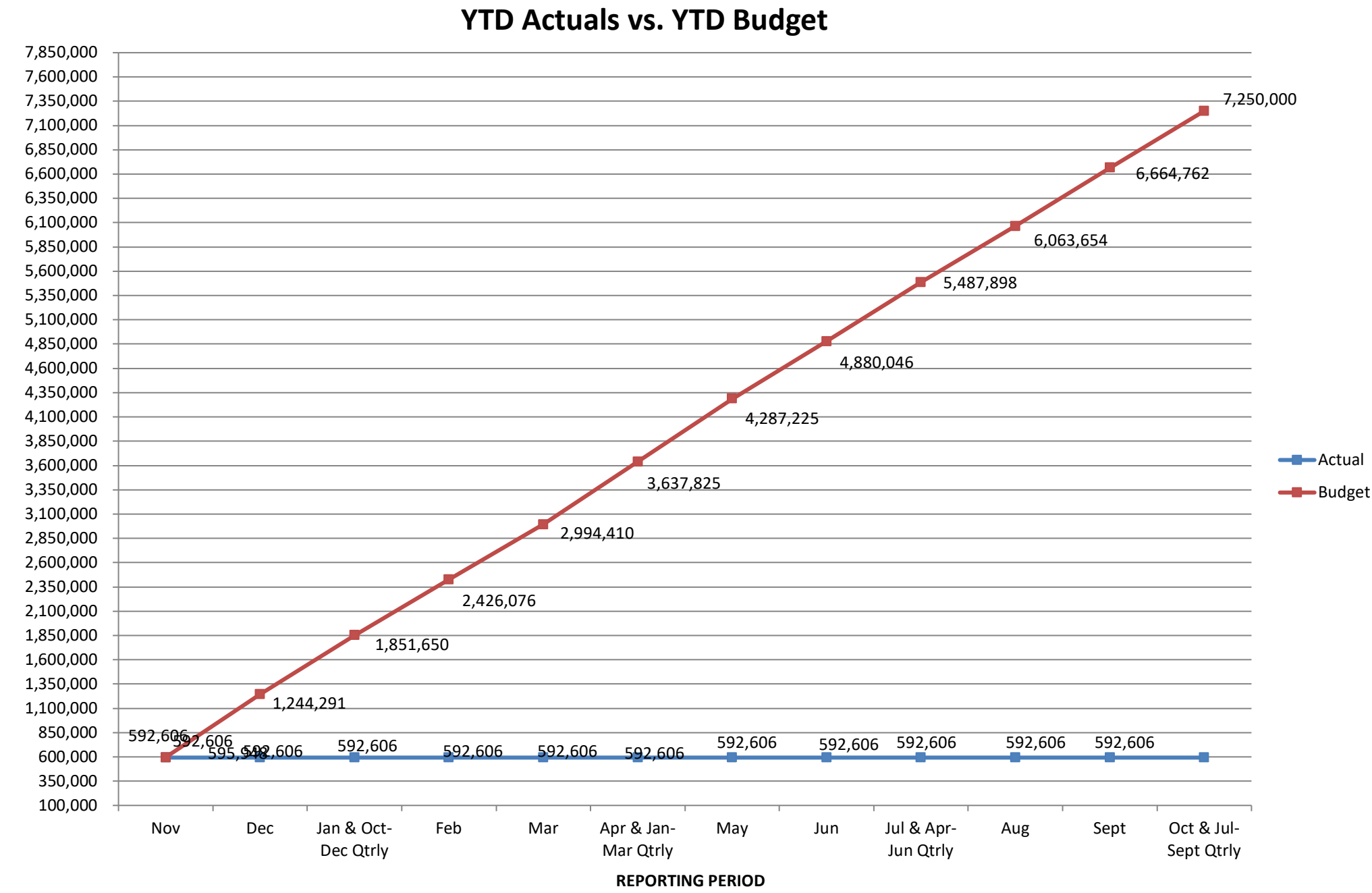


City of Jefferson, Mo. - Account Analysis

Account Name **Capital Imprsr Sales Tax One-Half percent (½%)** **Receipt Month: JANUARY 2025**
Account Number **46-100-400010**

Account Number		46-100-400010						Prior 5 years					
								Monthly			YTD	YTD	
REPORTING PERIOD	RECEIPT PERIOD	2020	2021	2022	2023	2024	2025	Average	Actuals	Actuals	Budget	Budget	
Nov	January	513,808	483,288	509,721	614,170	580,334	592,606 act.	540,264	592,606.24	592,606	595,948	595,948	
Dec	February	458,324	473,674	589,318	603,664	631,358	592,606 est.	551,268		592,606	648,344	1,244,291	
Jan & Oct-Dec Qtrly	March	518,493	542,898	534,222	492,760	591,447	592,606 est.	535,964		592,606	607,359	1,851,650	
Feb	April	458,553	430,804	480,689	560,057	559,377	592,606 est.	497,896		592,606	574,426	2,426,076	
Mar	May	402,202	430,383	475,930	490,388	553,444	592,606 est.	470,470		592,606	568,334	2,994,410	
Apr & Jan-Mar Qtrly	June	537,105	626,235	599,274	621,539	626,558	592,606 est.	602,142		592,606	643,415	3,637,825	
May	July	560,720	547,153	547,456	584,311	632,387	592,606 est.	574,405		592,606	649,400	4,287,225	
Jun	August	443,962	487,128	616,545	577,849	577,289	592,606 est.	540,555		592,606	592,821	4,880,046	
Jul & Apr-Jun Qtrly	September	597,489	596,853	619,635	644,848	591,927	592,606 est.	610,150		592,606	607,852	5,487,898	
Aug	October	494,618	538,917	567,114	522,774	560,672	592,606 est.	536,819		592,606	575,756	6,063,654	
Sept	November	415,079	469,176	525,019	503,633	585,359	592,606 est.	499,653		592,606	601,108	6,664,762	
Oct & Jul-Sept Qtrly	December	558,134	604,664	600,044	602,348	569,905	592,606 est.	587,019		592,606	585,238	7,250,000	

Actual to Date	\$ 5,958,488	\$ 6,231,172	\$ 6,664,966	\$ 6,818,343	\$ 7,060,058	\$592,606	592,606	7,250,000
Estimated to Fiscal Year end (based on averages and on Budgeted amount)						<u>\$6,467,452</u>		
Total Actual & Estimated						<u>\$7,060,058</u>		
Less: Budget						<u>\$7,250,000</u>		
Over (Under) Budget						<u>-\$189,942</u>		

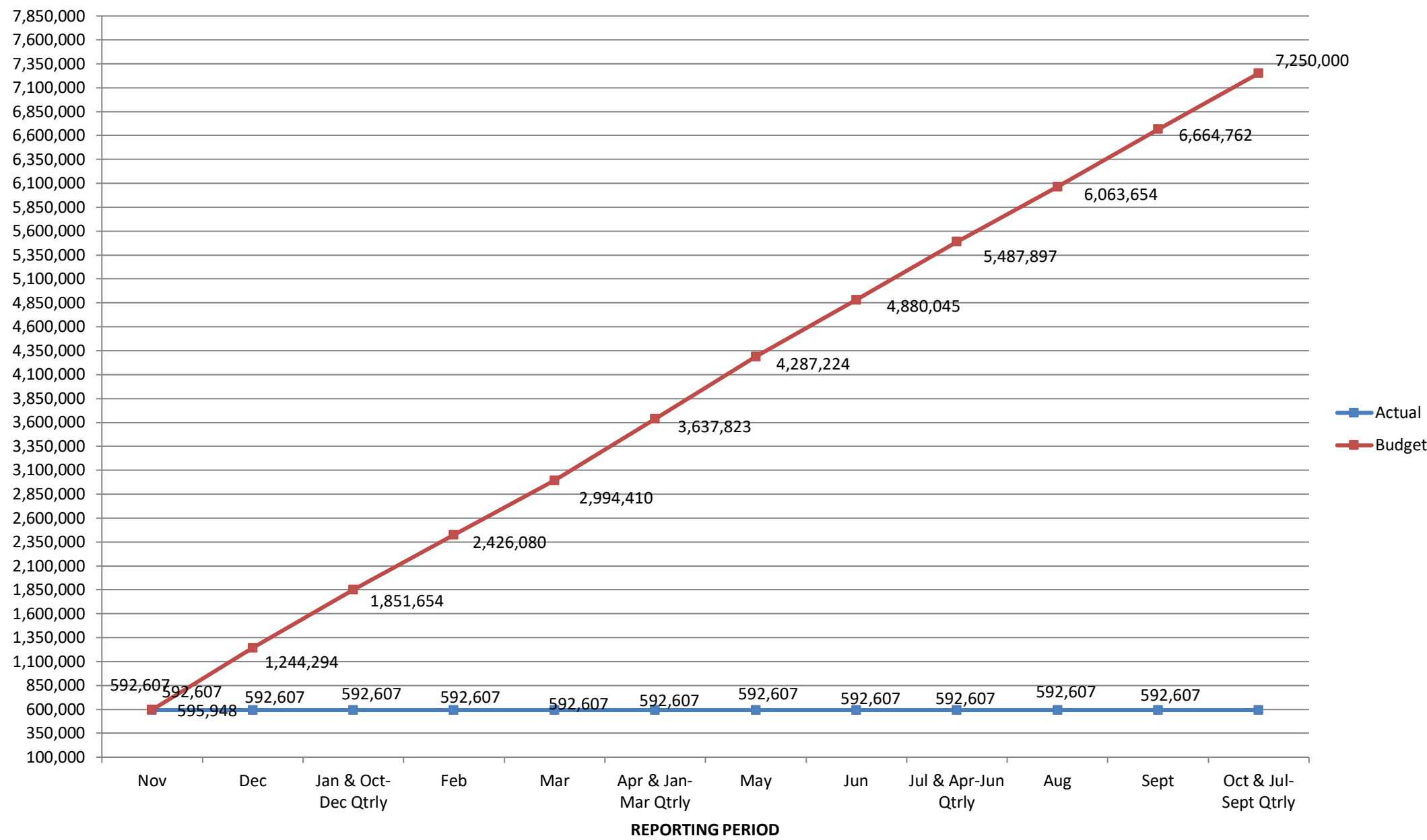


City of Jefferson, Mo. - Account Analysis

Account Name	Parks Sales Tax	One-Half percent (½%)		Receipt Month: JANUARY 2025				Prior 5 years Monthly	Average	Actuals	YTD Actuals	YTD Budget	Budget						
Account Number	21-210-400010																		
REPORTING PERIOD	RECEIPT PERIOD	2020	2021	2022	2023	2024	2025												
Nov	January	513,808	483,288	509,721	614,170	580,334	592,607 act.	540,264	592,606.51	592,607	595,948	595,948							
Dec	February	458,324	473,676	589,297	603,664	631,360	592,607 est.	551,264		592,607	648,346	1,244,294							
Jan & Oct-Dec Qtrly	March	518,493	542,898	534,624	492,761	591,447	592,607 est.	536,044		592,607	607,359	1,851,654							
Feb	April	458,632	430,808	480,688	560,057	559,377	592,607 est.	497,913		592,607	574,427	2,426,080							
Mar	May	402,202	430,383	475,930	490,388	553,440	592,607 est.	470,469		592,607	568,330	2,994,410							
Apr & Jan-Mar Qtrly	June	537,107	626,235	599,274	621,540	626,556	592,607 est.	602,142		592,607	643,413	3,637,823							
May	July	560,720	547,152	547,054	584,311	632,387	592,607 est.	574,325		592,607	649,401	4,287,224							
Jun	August	443,965	487,128	616,545	577,849	577,289	592,607 est.	540,555		592,607	592,821	4,880,045							
Jul & Apr-Jun Qtrly	September	597,492	596,854	619,635	644,848	591,927	592,607 est.	610,151		592,607	607,852	5,487,897							
Aug	October	494,618	538,913	567,114	522,771	560,672	592,607 est.	536,818		592,607	575,757	6,063,654							
Sept	November	415,079	469,176	525,019	503,633	585,359	592,607 est.	499,653		592,607	601,108	6,664,762							
Oct & Jul-Sept Qtrly	December	558,134	604,664	600,044	602,348	569,905	592,607 est.	587,019		592,607	585,238	7,250,000							

Actual to Date	\$ 5,958,575	\$ 6,231,173	\$ 6,664,945	\$ 6,818,341	\$ 7,060,053	\$592,607	592,607	7,250,000
Estimated to Fiscal Year end (based on averages and on Budgeted amount)						<u>\$6,467,447</u>		
Total Actual & Estimated						\$7,060,053		
Less: Budget						<u>\$7,250,000</u>		
Over (Under) Budget						<u>-\$189,947</u>		

YTD Actuals vs. YTD Budget



City of Jefferson, Mo. - Account Analysis

Account Name
Account Number

Public Safety
55-100-400010

Rate: One-Quarter percent (1/4%)

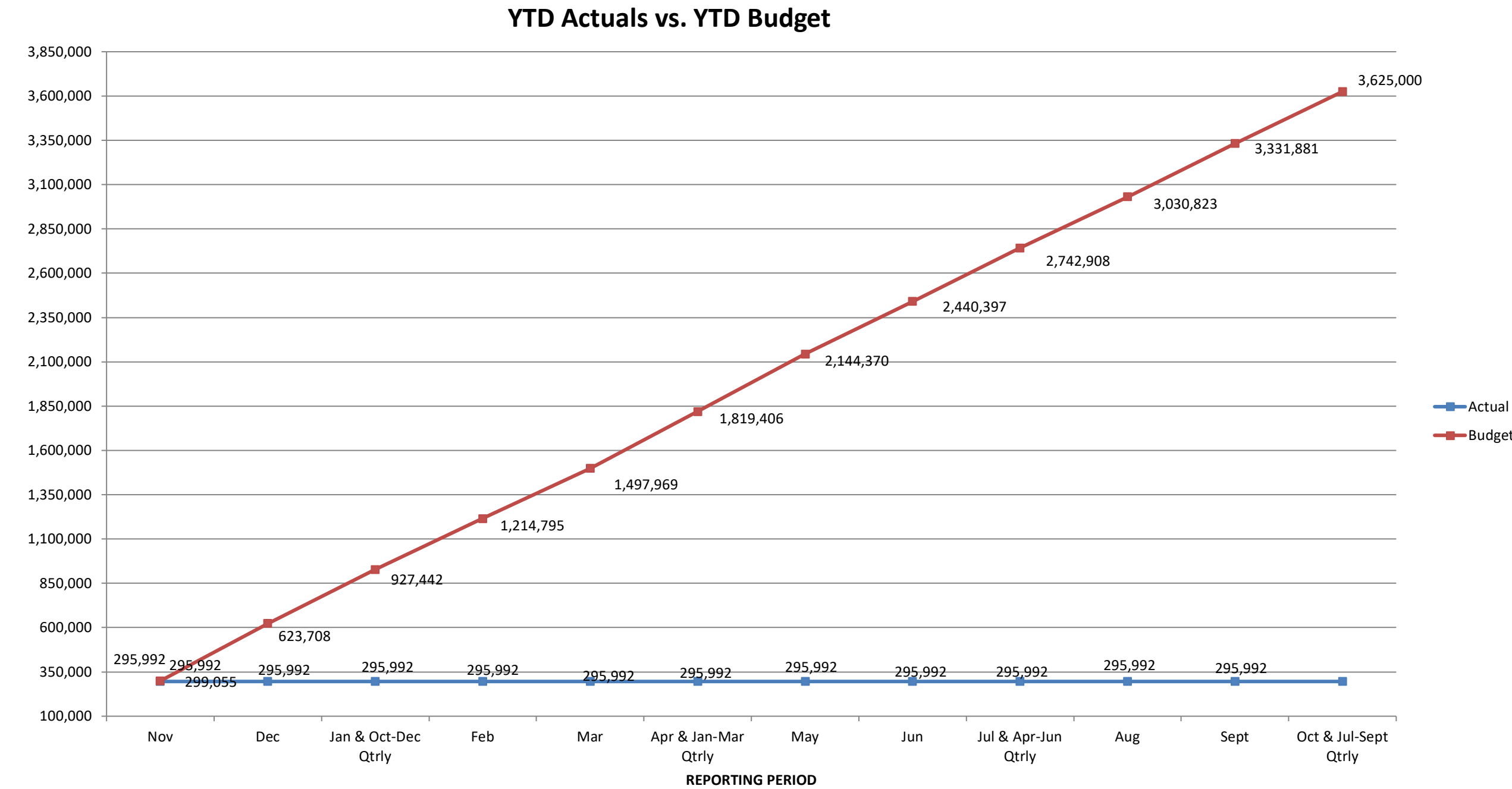
Receipt Month: JANUARY 2025

REPORTING PERIOD	RECEIPT PERIOD	2022	2023	2024	2025
Nov	January	0.00	305,602.76	290,472	295,992 act.
Dec	February	0.00	301,100.91	315,336	295,992 est.
Jan & Oct-Dec Qtrly	March	0.00	245,289.74	295,017	295,992 est.
Feb	April	0.00	278,185.28	279,106	295,992 est.
Mar	May	0.00	243,339.78	275,047	295,992 est.
Apr & Jan-Mar Qtrly	June	194,548.64	310,277.01	312,212	295,992 est.
May	July	239,893.32	290,834.71	315,637	295,992 est.
Jun	August	303,285.52	282,943.40	287,531	295,992 est.
Jul & Apr-Jun Qtrly	September	308,722.21	322,586.38	293,830	295,992 est.
Aug	October	281,012.20	260,846.05	279,652	295,992 est.
Sept	November	259,718.13	249,382.89	292,417	295,992 est.
Oct & Jul-Sept Qtrly	December	297,156.18	300,600.40	284,707	295,992 est.

Actuals	YTD Actuals	YTD Budget	Budget
295,992.28	295,992	299,055	299,055
	295,992	324,654	623,708
	295,992	303,734	927,442
	295,992	287,353	1,214,795
	295,992	283,174	1,497,969
	295,992	321,437	1,819,406
	295,992	324,964	2,144,370
	295,992	296,026	2,440,397
	295,992	302,512	2,742,908
	295,992	287,915	3,030,823
	295,992	301,057	3,331,881
	295,992	293,119	3,625,000

Actual to Date	\$1,884,336	\$3,390,989	\$3,520,963	\$295,992
Estimated to Fiscal Year end (based on averages and on Budgeted amount)				\$3,224,971
Total Actual & Estimated				\$3,520,963
Less: Estimated Revenue				\$3,625,000
Over (Under) Budget				-\$104,037

295,992	3,625,000
	\$ 3,625,000



CITY OF JEFFERSON - GENERAL FUND
FISCAL YEAR 2023 - 2024 ESTIMATED FUND BALANCE

FYE2023 TOTAL FUND BALANCE - AUDITED	\$ 15,274,766.00
FYE2023 UNASSIGNED FUND BALANCE - AUDITED	\$ 12,788,822.00

Estimated FY24 Revenues	\$ 46,801,615.60
Estimated FY24 Expenses	\$ (44,798,771.09)
Potential Additions to Fund Balance - from overcollections of revenue & unexpended budget allocations	\$ 2,002,844.51

Estimated FY24 Committed	\$ (1,467,855.08)
Estimated FY24 Inventories	\$ (399,040.12)
Estimated FY24 Prepaids	\$ (511,884.44)
Estimated FY24 Restricted:	

drug forfeiture	\$ (154,479.33)
police evidence	\$ (175,220.26)
animal shelter	\$ (283,763.81)
community projects	\$ (32,960.95)
cemetery	\$ (321.30)
sidewalk	\$ (2,560.00)
national opiod	\$ (158,371.46)
	\$ (3,186,456.75)

ESTIMATED FY24 Unrestricted Fund Balance	\$ 14,091,153.76
ESTIMATED % of FY24 Adopted Budget	35.44%

FY24 Adopted Budget	\$ 39,755,578.00
17% of FY24 Adopted Budget	\$ 6,758,448.26

Reappropriations from Fund Balance - FY2024 to FY2025 - General Fund ONLY

10-185	\$ (82,246.36)
10-400	\$ (1,200.00)
10-400	\$ (25,323.19)
10-300s	\$ (21,675.64)
10-530s	\$ (1,411.22)
10-990s	\$ (3,189,718.37)
10-142	\$ (1,898,113.25)
10-530	\$ (12,000.00)
10-530	\$ (25,241.70)
	\$ (5,256,929.73)

ESTIMATED FY24 Available Fund Balance	\$ 8,834,224.03
ESTIMATED % of FY24 Adopted Budget	22.22%

2024 Adjustments/Supplementals (Does not include other "Reserve" accounts as they are not "Unassigned" fund balance)

PENDING - Potential Supplemental for Self-Funded Health Insurance - General/Airport/Transit	\$ (586,098.40)
PENDING - Potential Supplemental for Truman Hotel Demo	\$ (250,000.00)
	\$ (836,098.40)

ESTIMATED FY24 Available Fund Balance	\$ 7,998,125.63
ESTIMATED % of FY24 Adopted Budget	20.12%

17% of FY2024 Adopted Budget (\$39,755,578)	\$ 6,758,448.26
FYE2024 ESTIMATED Unassigned Fund Balance over the 17% Outlined in the Financial Policies	\$ 1,239,677.63

CALL TO ORDER

Mayor Ron Fitzwater called the January 6, 2025 City Council “Pre-Meeting” to order at 5:45 P.M. to review the agenda.

ATTENDANCE

The following Councilmembers were present when the meeting convened:

Present: Ahlers*, Job*, Lester, Leuckel, Mealy, Schwartz*, Spencer, Spicer, Young*
Absent: Hoselton

**Participated Virtually.*

DISCUSSION OF AGENDA ITEMS

Councilmember Schwartz will lead the prayer.

Presentations from Staff, Consultants & Invited Guests

- Shiela Pearre, Director of Finance and I.T. will present the Financial Update

Consent Agenda

- There were no questions at this time.

Bills Introduced

- City Staff presented the introduced bills. Councilmember Spencer will request to suspend the rules on bill 2024-069 per Staff's request. He does not anticipate requesting to suspend the rules on bill 2024-073.
- Councilmember Spencer asked JC Parks Director Aaron Grefrath to give a brief history of the department's construction crew when presenting bill 2024-070 during the regular meeting.

Bills Pending

- City Staff presented the bills pending.

Resolutions

- City Staff presented the resolutions.

ADJOURNMENT

The meeting was adjourned at 5:56 P.M.

REGULAR COUNCIL MEETING, JANUARY 6, 2025

CALL TO ORDER

Mayor Fitzwater called the January 6, 2025 City Council meeting to order at 6:01 P.M.

ROLL CALL

The following Councilmembers were present for roll-call:

Present: Ahlers*, Hoselton*, Job*, Lester, Leuckel, Mealy, Schwartz*, Spencer, Spicer, Young*

Absent: None

*Participated virtually.

ADOPTION OF THE AGENDA

Councilmember Spicer motioned, and Councilmember Lester seconded the motion to adopt the agenda. The motion passed unanimously.

MISCELLANEOUS AGENDA ITEMS

There were no miscellaneous agenda items at this time.

OPPORTUNITY FOR PUBLIC COMMENT

There was no one signed up to speak at this time.

PUBLIC HEARINGS

There were no public hearings at this time.

APPOINTMENTS BY THE MAYOR

There were no appointments at this time.

PRESENTATIONS FROM STAFF, CONSULTANTS & INVITED GUESTS

Shiela Pearre, Director of Finance and I.T., presented the monthly Financial Update.

ANNOUNCEMENTS BY MAYOR, COUNCIL, AND STAFF

Mayor Announcement

- Mayor Fitzwater thanked all City Staff who contributed to the ice and snow removal throughout the City after the latest winter storm.

City Council Committee Announcements

- Committee on Administration – The January meeting has been cancelled.

REGULAR COUNCIL MEETING, JANUARY 6, 2025

- Finance Committee – The next meeting is January 23rd, 7:30 A.M. in the Boone Bancroft Room at City Hall.
- Public Safety Committee – The next meeting is January 30th, 4:00 P.M. in the Police Training Room.
- Public Works & Planning Committee – The next meeting is January 9, 2024 at 7:30 A.M. in City Council Chambers.

Other Announcements

- The Planning and Zoning meeting is this Thursday, January 9th, 5:00 P.M. in City Council Chambers.

CONSENT AGENDA

- Minutes of City Council Meetings: December 16, 2024
- Approving the Local Tourism Asset Development Grant Amendment for Additional \$101,362.73
- Authorizing a Cooperative Procurement for the Purchase of a Public Works Vehicle

MOTION: Councilmember Mealy motioned, and Councilmember Spicer seconded the motion to approve the above items on the consent agenda. The motion passed unanimously.

BILLS INTRODUCED

2024-069 sponsored by Councilmember Spencer

AN ORDINANCE OF THE CITY OF JEFFERSON, MISSOURI, AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE A \$271,868.25 CONSTRUCTION CONTRACT WITH MERA EXCAVATING LLC. FOR PARTNERSHIP PARKWAY AERIAL SEWER CROSSING REPLACEMENT PROJECT.

Public Works Interim Director David Bange presented the bill. Councilmember Spencer requested to suspend the rules and take up bill 2024-069 for third reading and final passage. There was no objection.

Bill 2024-069 was read third time by title, placed on final passage, and passed by the following roll-call vote as **Ordinance 16484**.

Aye: Ahlers, Job, Lester, Leuckel, Mealy, Spencer, Spicer, Young, Schwartz
 Nay: None
 Absent: Hoselton

2024-070 sponsored by Councilmember Spicer

REGULAR COUNCIL MEETING, JANUARY 6, 2025

AMENDING THE 2024-2025 BUDGET BY RECLASSIFYING CONSTRUCTION INSPECTOR, FULL-TIME POSITION, TO PARKS RESOURCE SUPERVISOR, FULL-TIME POSITION, WITHIN THE DEPARTMENT OF PARKS AND RECREATION.

Parks and Recreation Director Aaron Grefrath presented the bill. Councilmember Ahlers requested to suspend the rules and take up bill 2024-070 for third reading and final passage. There was no objection.

Bill 2024-070 was read third time by title, placed on final passage, and passed by the following roll-call vote as **Ordinance 16485**.

Aye: Ahlers, Hoselton, Job, Lester, Leuckel, Mealy, Spencer, Spicer, Young, Schwartz
Nay: None

2024-071 sponsored by Councilmember Spicer

AMENDING THE 2024-2025 BUDGET BY RECLASSIFYING CONSTRUCTION INSPECTOR, FULL-TIME POSITION, TO PARKS RESOURCE SUPERVISOR, FULL-TIME POSITION, WITHIN THE DEPARTMENT OF PARKS AND RECREATION.

Parks and Recreation Director Aaron Grefrath presented the bill. Councilmember Spicer requested to suspend the rules and take up bill 2024-071 for third reading and final passage. There was no objection.

Bill 2024-071 was read third time by title, placed on final passage, and passed by the following roll-call vote as **Ordinance 16486**.

Aye: Ahlers, Hoselton, Job, Lester, Leuckel, Mealy, Spencer, Spicer, Young, Schwartz
Nay: None

2024-072 sponsored by Councilmember Spencer

AN ORDINANCE APPROVING AN AGREEMENT BETWEEN THE CITY OF JEFFERSON AND ORACLE ENTERPRISES, INC.

2024-073 sponsored by Councilmember Schwartz

AN ORDINANCE APPROVING THE REDEVELOPMENT PROJECT OF THE CHRISTY DRIVE TAX INCREMENT FINANCING PLAN AND ADOPTING TAX INCREMENT FINANCING THEREIN.

Lindsey Holisch, Associate Attorney, Lauber Municipal Law (City's Economic Development Counsel) and Ben Musholt, Counsel, Polsinelli PC (representing the developer) presented the bill.

REGULAR COUNCIL MEETING, JANUARY 6, 2025

BILLS PENDING

2024-061 sponsored by Councilmember Leuckel

AN ORDINANCE OF THE CITY OF JEFFERSON, MISSOURI, AUTHORIZING A SUPPLEMENTAL APPROPRIATION TO THE JEFFERSON CITY POLICE DEPARTMENT AMENDING THE 2024-2025 ANNUAL BUDGET AND AUTHORIZING THE EXPENDITURE OF SUCH FUNDS.

Bill 2024-061 was read third time by title, placed on final passage, and passed by the following roll-call vote as **Ordinance 16487**.

Aye: Ahlers, Hoselton, Job, Lester, Leuckel, Mealy, Spencer, Spicer, Young, Schwartz
Nay: None

2024-062 sponsored by Councilmember Schwartz

AN ORDINANCE APPROVING THE CHRISTY DRIVE TAX INCREMENT FINANCING PLAN, DESIGNATING A REDEVELOPMENT AREA, DECLARING THE PROPOSED REDEVELOPMENT AREA A BLIGHTED AREA, AND DESIGNATING LAND INVESTMENTS, LLC AS THE DEVELOPER OF THE REDEVELOPMENT PROJECT.

Lindsey Holisch, Associate Attorney, Lauber Municipal Law (City's Economic Development Counsel) presented the bill. A public hearing was held during the December 16, 2024 City Council meeting.

Bill 2024-062 was read third time by title, placed on final passage, and passed by the following roll-call vote as **Ordinance 16488**.

Aye: Ahlers, Job, Lester, Leuckel, Mealy, Spencer, Spicer, Young, Schwartz
Nay: None
Absent: Hoselton

2024-063 sponsored by Councilmember Schwartz

AN ORDINANCE APPROVING A TAX INCREMENT FINANCING CONTRACT BETWEEN THE CITY OF JEFFERSON, MISSOURI, AND LAND INVESTMENTS, LLC, FOR THE IMPLEMENTATION OF THE CHRISTY DRIVE TAX INCREMENT FINANCING PLAN AND AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT.

Lindsey Holisch, Associate Attorney, Lauber Municipal Law (City's Economic Development Counsel) presented the bill. A public hearing was held during the December 16, 2024 City Council meeting.

Bill 2024-063 was read third time by title, placed on final passage, and passed by the following roll-call vote as **Ordinance 16489**.

REGULAR COUNCIL MEETING, JANUARY 6, 2025

Aye: Ahlers, Job, Lester, Leuckel, Mealy, Spencer, Spicer, Young, Schwartz
 Nay: None
 Absent: Hoselton

2024-064 sponsored by Councilmember Schwartz

AN ORDINANCE APPROVING THE PETITION TO ESTABLISH THE CHRISTY DRIVE COMMUNITY IMPROVEMENT DISTRICT AND ESTABLISHING THE CHRISTY DRIVE COMMUNITY IMPROVEMENT DISTRICT.

Lindsey Holisch, Associate Attorney, Lauber Municipal Law (City's Economic Development Counsel) presented the bill with the amended petition. A public hearing was held during the December 16, 2024 City Council meeting.

Bill 2024-064 was read third time by title, placed on final passage, and passed by the following roll-call vote as **Ordinance 16490**.

Aye: Ahlers, Job, Lester, Leuckel, Mealy, Spencer, Spicer, Young, Schwartz
 Nay: None
 Absent: Hoselton

2024-065 sponsored by Councilmember Schwartz

AN ORDINANCE OF THE CITY OF JEFFERSON, MISSOURI AUTHORIZING THE MAYOR TO ENTER IN TO A COOPERATIVE AGREEMENT WITH THE CHRISTY DRIVE COMMUNITY IMPROVEMENT DISTRICT FOR FUNDING AND FINANCING OF COMMUNITY IMPROVEMENT DISTRICT IMPROVEMENTS IN RELATION TO THE CHRISTY DRIVE TAX INCREMENT FINANCING PLAN.

Lindsey Holisch, Associate Attorney, Lauber Municipal Law (City's Economic Development Counsel) presented the bill. A public hearing was held during the December 16, 2024 City Council meeting.

Bill 2024-065 was read third time by title, placed on final passage, and passed by the following roll-call vote as **Ordinance 16491**.

Aye: Ahlers, Job, Lester, Leuckel, Mealy, Spencer, Spicer, Young, Schwartz
 Nay: None
 Absent: Hoselton

2024-066 sponsored by Councilmember Spencer

AN ORDINANCE APPROVING A REAL ESTATE AGREEMENT BETWEEN THE CITY AND 318 JEFFERSON STREET LLC AND A RELATED BUDGET AMENDMENT.

Bill 2024-066 was read third time by title, placed on final passage, and passed by the following roll-call vote as **Ordinance 16492**.

REGULAR COUNCIL MEETING, JANUARY 6, 2025

Aye: Ahlers, Job, Lester, Leuckel, Mealy, Spencer, Spicer, Young, Schwartz
 Nay: None
 Absent: Hoselton

2024-067 sponsored by Councilmember Ahlers

AN ORDINANCE APPROVING A REAL ESTATE AGREEMENT BETWEEN THE CITY AND 318 JEFFERSON STREET LLC AND A RELATED BUDGET AMENDMENT.

Councilmember Ahlers placed bill 2024-067 on the informal calendar.

2024-068 sponsored by Councilmember Ahlers

AN ORDINANCE OF THE CITY OF JEFFERSON, MISSOURI AMENDING CITY CODE PROVISIONS REGARDING DISCIPLINE OF THE MAYOR AND CITY COUNCILMEMBERS.

Councilmember Lester motioned to accept the substitute to the bill. Councilmember Spicer seconded the motion. The motion passed by the following roll-call vote:

Aye: Ahlers, Job, Lester, Leuckel, Mealy, Spencer, Spicer, Young, Schwartz
 Nay: Hoselton

Substitute Bill 2024-068 was read third time by title, placed on final passage, and passed by the following roll-call vote as **Ordinance 16493**:

Aye: Ahlers, Hoselton, Job, Lester, Leuckel, Mealy, Spencer, Spicer, Young, Schwartz
 Nay: None

INFORMAL CALENDAR

There were no items on the Informal Calendar.

RESOLUTIONS

RS2024-35 Sponsored by Councilmember Spencer

A RESOLUTION AUTHORIZING AN AGREEMENT FOR THE SALE OF REAL ESTATE BETWEEN READ OAK REAL ESTATE LLC AND THE CITY OF JEFFERSON FOR A PORTION OF PROPERTY ADDRESSED AS 2505 W. EDGEWOOD DRIVE

David Bange, Interim Director of Public Works presented the resolution.

Councilmember Spencer motioned, and Councilmember Lester seconded the motion to adopt RS2024-35. The motion passed by the following roll-call vote:

Aye: Ahlers, Hoselton, Job, Lester, Leuckel, Mealy, Spencer, Spicer, Young, Schwartz

REGULAR COUNCIL MEETING, JANUARY 6, 2025

Nay: None

RS2024-36 Sponsored by Councilmember Ahlers

A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE A RENEWAL TO THE JEFFERSON CITY REGIONAL ECONOMIC PARTNERSHIP CONTRACT

Ryan Moehlman, City Attorney, presented the resolution.

Councilmember Ahlers motioned, and Councilmember Spicer seconded the motion to adopt RS2024-36. The motion passed by the following roll-call vote:

Aye: Ahlers, Hoselton, Job, Lester, Leuckel, Mealy, Schwartz, Spencer, Spicer, Young
Nay: None

RS2024-37 Sponsored by Councilmember Spencer

A RESOLUTION OF THE CITY OF JEFFERSON, MISSOURI ADOPTING POLICIES AND PROCEDURES FOR THE 2025 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Clint Smith, Director of Planning & Protective Services, presented the resolution.

Councilmember Spencer motioned, and Councilmember Lester seconded the motion to adopt RS2024-37. The motion passed by the following roll-call vote:

Aye: Ahlers, Hoselton, Job, Lester, Leuckel, Mealy, Schwartz, Spencer, Spicer, Young
Nay: None

RS2024-38 Sponsored by Councilmember Schwartz

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JEFFERSON CONSENTING TO THE MAYOR'S APPOINTMENT TO THE BOARD OF DIRECTORS FOR THE CHRISTY DRIVE COMMUNITY IMPROVEMENT DISTRICT

Lindsey Holisch, Associate Attorney, Lauber Municipal Law (City's Economic Development Counsel) presented the resolution.

Councilmember Schwartz motioned, and Councilmember Spicer seconded the motion to adopt RS2024-38. The motion passed by the following roll-call vote:

Aye: Ahlers, Hoselton, Job, Lester, Leuckel, Mealy, Schwartz, Spencer, Spicer, Young
Nay: None

REGULAR COUNCIL MEETING, JANUARY 6, 2025**APPROVE DECEMBER 16, 2024 CLOSED SESSION MINUTES**

MOTION: Councilmember Spencer motioned, and Councilmember Lester seconded the motion to approve the December 16, 2024 Closed Session Minutes. The motion passed by the following roll-call vote:

Aye: Ahlers, Job, Lester, Leuckel, Mealy, Schwartz, Spencer, Spicer, Young
Nay: None
Absent: Hoselton

NEW BUSINESS

MOTION: Councilmember Spicer motioned, and Councilmember Spencer seconded the motion to cancel the Tuesday, January 21, 2025 City Council meeting. The motion passed by the following roll-call vote:

Aye: Ahlers, Job, Lester, Leuckel, Mealy, Schwartz, Spencer, Spicer, Young
Nay: Hoselton

UNFINISHED BUSINESS

There was no unfinished business at this time.

ADJOURN

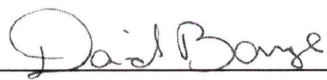
Councilmember Young motioned, and Councilmember Mealy seconded the motion to adjourn the meeting. The motion passed unanimously at 8:00 P.M.

CONSENT AGENDA STAFF REPORT

ITEM CONSIDERED: Item B

SUBJECT: Cooperative Procurement – Sourcewell, Contract 011723-CAT - Purchase of Mini Excavator for Wastewater Division

DATE CONSIDERED: February 3, 2025

INTERIM DEPARTMENT DIRECTOR(S): 

CITY ADMINISTRATOR: 

Staff requests approval to utilize the Sourcewell contract, 011723, with Caterpillar Inc of Peoria, Illinois for the purchase of a 301.7-05CR Mini Excavator. This will be purchased through our local dealer, John Fabick Tractor Company of Fenton, Missouri.

This contract has been reviewed by Purchasing and it has gone through a competitive procurement process similar to the City's. This contract allows for cooperative procurement from other governmental entities. This contract allows for a 20% discount off list price which is reflected in the quoted price.

The contract was competitively bid by Sourcewell which is a State of Minnesota local government agency and service cooperative and follows a competitive procurement process similar to the City's. The Sourcewell contract was competitively bid and vendors were evaluated and ranked. Caterpillar was ranked #1 out of 18.

Total cost of the mini excavator is \$44,398.00 and is to be paid out of Account Number 64-660-572020

**FINANCE DEPARTMENT
PURCHASING DIVISION**

SUBJECT: Cooperative Procurement – Sourcewell, Contract 011723-CAT
Public Works Department – Opened by Sourcewell, MN January 17, 2023

RECOMMENDATION:

Staff requests approval to utilize the Sourcewell contract, 011723, with Caterpillar Inc of Peoria, Illinois for the purchase of a 301.7-05CR Mini Excavator. This will be purchased through our local dealer, John Fabick Tractor Company of Fenton, Missouri. This contract has been reviewed by Purchasing and it has gone through a competitive procurement process similar to the City's. This contract allows for cooperative procurement from other governmental entities. This contract allows for a 20% discount off list price which is reflected in the quoted price.

The contract was competitively bid by Sourcewell which is a State of Minnesota local government agency and service cooperative and follows a competitive procurement process similar to the City's. The Sourcewell contract was competitively bid and vendors were evaluated and ranked. Caterpillar was ranked #1 out of 18.

Total cost of the mini excavator is \$44,398.00

FISCAL NOTE:

Account Number	Description	FY 2025 Budget	Expended or Encumbered Amount	Bid Amount	Balance
64-660-572020	Purchase of Equipment – Wastewater Funds	\$817,769.20*	\$574,082.17	\$44,488.00	\$199,199.03
Bid Total				\$44,488.00	

*This will be the budget amount once FY24 funds (\$567,769.20) are rolled over to FY25

ATTACHMENTS – SUPPORTING DOCUMENTATION

Signature: 
Purchasing Agent 1/3/25

**Solicitation Number: RFP # 011723****CONTRACT**

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and **Caterpillar Inc.**, 100 NE Adams Street, Peoria, IL 61629 (Supplier).

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for **Heavy Construction Equipment with Related Attachments and Technology** from which Supplier was awarded a contract.

Supplier desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

- A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires April 14, 2027, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended one additional year upon the request of Sourcewell and written agreement by Supplier.
- C. **SURVIVAL OF TERMS.** Notwithstanding any expiration or termination of this Contract, all payment obligations incurred prior to expiration or termination will survive, as will the following: Articles 11 through 14 survive the expiration or cancellation of this Contract. All other rights will cease upon expiration or termination of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

- A. **EQUIPMENT, PRODUCTS, OR SERVICES.** Supplier will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Supplier's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.



Proposal Evaluation

Heavy Construction Equipment with Related Attachments and Technology RFP #011723

Possible Points		Caterpillar, Inc.	CNH Industrial America, LLC	Doosan Infracore North America	Gradall Industries, Inc.	Grove U.S., LLC	Hitachi Construction Machinery America's, Inc.	Hi-Vac Corporation	Hyundai Construction Equipment Americas, Inc.	John Deere Shared Services, LLC
Conformance to RFP Requirements	50	44	40	39	43	36	40	39	40	41
Pricing	400	329	338	316	333	278	333	319	333	339
Financial Viability and Marketplace Success	75	67	65	62	63	59	60	61	62	62
Ability to Sell and Deliver Service	100	90	82	78	80	79	79	75	78	87
Marketing Plan	50	43	41	40	40	38	40	39	41	41
Value Added Attributes	75	66	64	61	58	58	61	55	58	64
Warranty	50	44	41	40	41	41	44	40	42	41
Depth and Breadth of Offered Equipment, Products, or Services	200	174	167	162	154	139	161	140	162	171
Total Points	1,000	857	838	798	812	728	818	768	816	846
Rank Order		1	4	14	11	16	9	15	10	3

Possible Points		Kobelco Construction Machinery, USA	Komatsu America Corp.	LBX Company, LLC	Liebherr USA Co.	Link-Belt Cranes	LiuGong Construction Machinery North America, LLC	MAZIO ATTACHMENTS, LLC	SANY America	Volvo Construction Equipment North America
Conformance to RFP Requirements	50	43	43	36	38	41	42		41	44
Pricing	400	348	343	265	336	329	340		329	334
Financial Viability and Marketplace Success	75	62	63	55	57	62	55		59	64
Ability to Sell and Deliver Service	100	80	83	73	75	81	80		79	85
Marketing Plan	50	41	43	35	37	41	41		42	43
Value Added Attributes	75	65	63	56	58	60	60		60	64
Warranty	50	42	43	40	43	41	44		42	44
Depth and Breadth of Offered Equipment, Products, or Services	200	154	166	146	165	154	158		168	159
Total Points	1,000	835	847	706	809	809	820		820	837
Rank Order		6	2	17	12.5	12.5	7.5		7.5	5

DocuSigned by:

James Voelker

15F6CCFFA61E4A0...

James Voelker, CPCM, CFCM, Procurement Lead Analyst

DocuSigned by:

Michael Muñoz

0B0204E40D3E445...

Michael Muñoz, CPPB, Procurement Analyst

DocuSigned by:

Carol Jackson

6EE63AEDED5F46E...

Carol Jackson, Procurement Analyst

DocuSigned by:

Bill Davison

679614F597034BA...

Bill Davison, CPPO, NIGP-CPP, Procurement Analyst

2024 Sourcewell Caterpillar Cooperative Contract Discounts by Model

Machine Model*	New Equipment
2024	Discount to Customer (Off List Price)

Track Type Tractors	
D1	23.00%
D1 Fire Dozer	23.00%
D2	23.00%
D2 Fire Dozer	23.00%
D3	23.00%
D3 Fire Dozer	23.00%
D4	23.00%
D5	23.00%
D5 Fire Dozer	23.00%
D6	23.00%
D7	19.00%
D8	19.00%
D9	One Time Only
D10	One Time Only

Wheeled Excavators	
M314	26.00%
M315	26.00%
M316	26.00%
M317	26.00%
M318	26.00%
M320	26.00%
M322	26.00%

Material Handlers	
MH3022	26.00%
MH3024	26.00%
MH3026	26.00%
MH3040	26.00%
MH3050	26.00%
MH3250	26.00%
MH3260	26.00%

Telehandlers	
TH255	23.00%
TH408	24.00%
TL642	24.00%
TL943	24.00%
TL1055	24.00%
TL1255	24.00%

Motor Graders	
120	34.00%
120GC	34.00%
140	30.00%
140GC	30.00%
150	30.00%
160	30.00%
14	19.00%

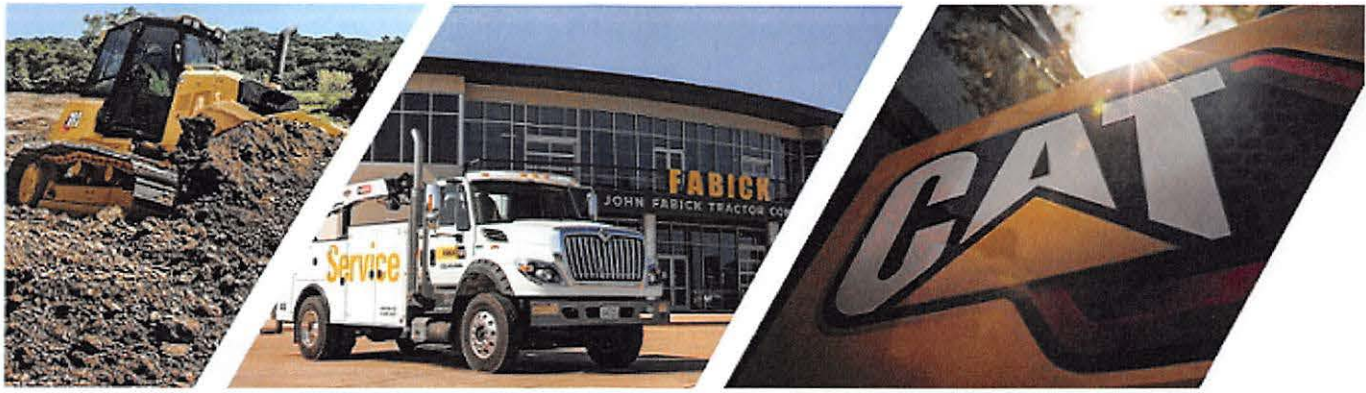
Skid Steer Loaders	
226	21.00%
232	21.00%
236	21.00%
242	21.00%
246	21.00%
262	21.00%
272	21.00%

Compact Track Loaders	
239	21.00%
249	21.00%
255	21.00%
259	21.00%
265	21.00%
279	21.00%
289	21.00%
299	21.00%
299XE Land Management	21.00%

Excavators	
300.9	20.00%
301.5	20.00%
301.7	20.00%
301.8	20.00%
301.9	20.00%
302	20.00%
302.7	20.00%
303	20.00%
303.5	20.00%
304	20.00%
305	20.00%
306	20.00%
307.5	20.00%
308	20.00%
309	20.00%
310	20.00%
313	15.00%
313GC	16.00%
315	19.00%
315GC	20.00%
317	19.00%
317GC	20.00%
320	15.00%
320GC	16.00%
323	15.00%
325	15.00%
326	15.00%
329	15.00%
330GC	16.00%
335	15.00%
336	15.00%
340	16.00%
350	10.00%
352	10.00%
374	10.00%
395	10.00%

Note

Base machines must be properly configured with other mandatory and optional items from the price list before they are considered operational.
All new machines are subject to a commodity surcharge of up to 20% (in some cases, increased tire costs may cause this number to be greater).
All new attachments (CAT work tools) are subject to a commodity surcharge of up to 25%.
Dealer costs (example: pre delivery inspection, assembly, freight to final location, etc.) are not subject to list discount.
Attachments (CAT work tools) purchased with new machine on same invoice are subject to same list discount as machine.
Non-Attached CAT OEM Work Tools are attachments sold on a standalone order without a machine purchase.
Parts and Service is offered by the servicing dealer at local rates.



Proposal

QUOTE NUMBER | 210489-01
Dec 30, 2024

CATERPILLAR INC. 301.7-05CR

PREPARED FOR
CITY OF JEFFERSON-CENTRAL MN FINANCE DEPARTMENT

Source well number

011~~2~~23-CAT
7

FABICK





Dec. 30, 2024

CITY OF JEFFERSON-CENTRAL
MNFINANCE DEPARTMENT
320 E MCCARTY ST
JEFFERSON CITY, MISSOURI, 65101-
3115

Dear Chris Pringer,

We are pleased to offer you the following proposal for your consideration.

One (1) NEW Caterpillar Inc. Model: 301.7-05CR Mini Excavator (CCE) with all standard equipment in addition to the specifications listed below:

STOCK NUMBER: 23M07355
SERIAL NUMBER: 0JH711252
YEAR: 2024
SMU: 3.10

Thank you for your interest in Fabick Cat and Caterpillar products. Please know that we sincerely appreciate your consideration and look forward to answering any questions you may have moving forward. Feel free to contact me directly at any time.

Sincerely,

David Burns
Machine Sales Representative
Fabick Cat
david.burns@fabickcat.com
(573) 263-4808

This quotation is valid for 30 days, after which time we reserve the right to re-quote.

"TO EVER SERVE OUR CUSTOMERS BETTER"



One (1) Caterpillar Inc. Model: 301.7-05CR Mini Excavator (CCE) with all standard equipment in addition to the specifications listed below:

STANDARD FEATURES

BOOMS, STICKS, AND LINKAGES -One piece boom, 1780mm(70") -Standard stick, 960mm(37.8") - Long stick, 1160mm(45.7")

POWERTRAIN -C1.1 engine under Tier 4 Final/ -EU Stage V/China Nonroad Stage IV -Variable displacement piston pump -Load sensing hydraulics -Automatic two speed travel -Automatic engine idle

UNDERCARRIAGE -Expanded -Track, 230mm(9") -Tie downs on track frame -Blade with float - Towing eye on base frame

HYDRAULICS -Smart tech electronic pump -Accumulator -Bio oil capable -Hydraulic lockout lever, all controls -One & two way flow

ELECTRICAL -12 volt battery -Software (machine and monitor) -Maintenance free battery -Warning horn -12 volt power socket

OPERATOR ENVIRONMENT -Canopy only -Standard LCD monitor -Cat key with passcode option - ROPS, ISO 12117-2 -TOPS, ISO 12117 -Top guard, ISO 10262 (Level I) -Adjustable wrestrests - Retractable high vis seatbelt 75mm(3") -Tilt canopy -Vinyl seat options

MACHINE CONFIGURATION

301.7 05A CR MHE CFG1D	640-7198
301.7 05A HYDRAULIC EXCAVATOR	519-8352
FLOORMAT, CANOPY, W/TRAVEL	515-6068
LINES, BOOM, WITHOUT BLCV	519-8306
LINES, STICK, WITHOUT SLCV	519-8308
CONTROL, 1ST AUX, JOYSTICK	519-8311
LINES, BUCKET, LONG STICK	519-8332
LINES, 1ST AUX, LONG STICK	519-8333
SEAT, NON SUSPENSION, VINYL	519-9267
TRAVEL LEVERS AND PEDALS	519-9283
CANOPY, WITH ROPS	519-9354
COUNTERWEIGHT, HD, CAST, 94KG	519-9383
UNDERCARRIAGE, EXPANDABLE	521-4020
ALARM, TRAVEL	521-9521
ACCUMULATOR	522-3705
FILMS, ANSI	523-0115
TRACK, 9", RUBBER BELT	523-5529
DRAIN, ECOLOGY	524-0994
BOOM LIGHT, LED	525-4427
BOOM LIGHT, BRACKET AND GUARD	525-4443
BATTERY DISCONNECT, CANOPY	525-4461
CAT KEY, WITH PASS CODE OPTION	525-4465
LINKAGE, BUCKET, W/LIFTING EYE	534-8405
ENGINE, EPA T4	541-3377
FILM, ROPS, ISO	541-4783
FILM, PRODUCT LINK, ANSI	541-4787
2 WAY CONTROL	542-1495
FILM, INC. CANADA	542-1504
SOFTWARE, PROPORTIONAL CONTROL	557-1709
SOFTWARE, STICK STEER CONTROL	557-1710
SOFTWARE, CODED START	557-1713
STICK, LONG, W/THUMB BRACKET	558-1345
SEAT BELT, 3" RETRACTABLE	559-7209
INSTRUCTIONS, ENGLISH	0P-3380
SHIPPING/STORAGE PROTECTION	0P-2266
PACKING, LAST MILE PROGRAM	0P-4299
PRODUCT LINK, CELLULAR PL243	576-1568
LANE 2 ORDER	0P-9002
COUPLER, PG, MAN.D.LOCK, 1T	361-1092
PINS, BUCKET, 30MM	154-2672



BUCKET-DG, 12", 0.78 FT3, 1T

BUCKET-DG, 18", 1.40 FT3, 1T

THUMB, HYDRAULIC, 1T

147-1018

190-7387

555-8424

"TO EVER SERVE OUR CUSTOMERS BETTER"



PRICING INFORMATION

PRICE AS EQUIPPED BEFORE TAX

\$44,398.00

Deduct \$1905 from price if thumb is not required.

INCLUDES: Thumb with 2 teeth, mounting group and hydr. cylinder

FOR USE WITH: Pin-On

NOTE: The ONLY Quick Coupler allowed is the Cat Pin Grab Dual Lock QC

FOR USE WITH: buckets widths 457mm (18") and larger

NOT FOR USE WITH: 301.4C

REQUIRES: Auxiliary lines group with two-way flow functionality

REQUIRES: Machine with thumb ready stick. No bracket available for
field installed retrofit in Next Generation machines. For old

EQUIPMENT PROTECTION PLAN

Standard Warranty:

24 Month or 2000 Hours, Premier For new machines and work tools/attachments the warranty period is 12-months/unlimited hours, starting from date of delivery to the first user.

Extended Protection Plan:

301.7-60 MO/1000 HR PREMIER



WHY CHOOSE FABICK CAT?

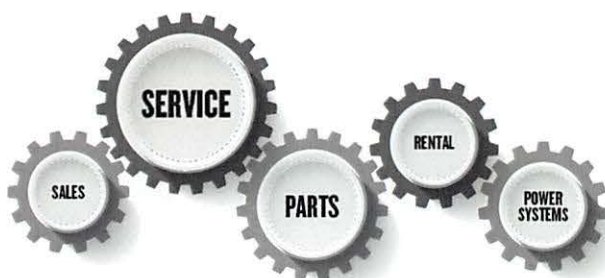
Fabick Cat is the Cat® dealer throughout major portions of Missouri, Illinois, the entire state of Wisconsin and the Upper Peninsula of Michigan. We are proud to serve the hard-working men and women that improve the quality of life in our community. From Cat machines that help maintain our infrastructure and support our farmers, to aerial lifts and emergency power generation, Fabick Cat supplies essential products that help make progress possible.

THROUGHOUT OUR TERRITORY

- | | |
|---------------------------|---------------------------|
| 📍 34 LOCATIONS | 🔧 200 SERVICE BAYS |
| 👤 1,200 + EMPLOYEES | 🚚 200 SERVICE TRUCKS |
| 👨 550 SERVICE TECHNICIANS | ⚙️ 100 + PARTS DROP BOXES |

SERVING THE INDUSTRIES THAT SERVE OUR REGION

With broad capabilities and advanced integration of innovative technology, we are able to serve the diverse requirements of our customers through:



SOLID FOUNDATIONS SINCE 1917

Over a century ago, our founder John Fabick Sr., set out to build the greatest service organization of its kind. He adopted the motto *"To Ever Serve Our Customers Better."* To this day, these words remain the foundation of our organization.

FABICK CAT IS HERE TO SUPPORT YOU & YOUR CONTINUED SUCCESS

LEARN MORE @ fabickcat.com » 800.845.9188 » contact@fabickcat.com



"TO EVER SERVE OUR CUSTOMERS BETTER"

CONSENT AGENDA STAFF REPORT

ITEM CONSIDERED: Item C

SUBJECT: Cooperative Procurement – Sourcewell, Contract 101520-FMC and 101520-GNL City Wide – Purchase of Auto Parts as Needed

DATE CONSIDERED: February 3, 2025

INTERIM DEPARTMENT DIRECTOR(S): Dail Borge

CITY ADMINISTRATOR: B. C.

Staff requests approval to utilize the Sourcewell contracts, 101520-FMC and 10520-GNL, with Ford Motor Company and General Motors for the purchase of OEM auto parts. This will be purchased through our local dealers, Joe Machens Capital City Ford and Rusty Drewing Chevrolet of Jefferson City, Missouri.

This contract has been reviewed by Purchasing and it has gone through a competitive procurement process similar to the City's. This contract allows for cooperative procurement from other governmental entities.

These contracts will be used by both Central Maintenance and Parks Department. Funds will be charged to several accounts at the time parts are needed. In FY24, the City spent approximately \$155,166.78 on auto parts.

**FINANCE DEPARTMENT
PURCHASING DIVISION**

SUBJECT: Cooperative Procurement – Sourcewell, Contract 101520-FMC and 101520-GNL
City Wide – Opened by Sourcewell, MN October 15, 2020

RECOMMENDATION:

Staff requests approval to utilize the Sourcewell contracts, 101520-FMC and 101520-GNL, with Ford Motor Company and General Motors for the purchase of OEM auto parts. This will be purchased through our local dealers, Joe Machens Capital City Ford and Rusty Drewing Chevrolet of Jefferson City, Missouri. This contract has been reviewed by Purchasing and it has gone through a competitive procurement process similar to the City's. This contract allows for cooperative procurement from other governmental entities.

The contract was competitively bid by Sourcewell which is a State of Minnesota local government agency and service cooperative and follows a competitive procurement process similar to the City's. The Sourcewell contract was competitively bid and vendors were evaluated and ranked. Both vendors were ranked #3.5 out of 6. The vendors that scored higher do not provide OEM Ford or Chevrolet auto parts.

These contracts will be used by both Central Maintenance and Parks Department.

FISCAL NOTE:

Funds will be charged to several accounts at the time parts are needed. In FY24, the City spent approximately \$155,166.78 on auto parts.

ATTACHMENTS – SUPPORTING DOCUMENTATION

Signature: 
Purchasing Agent 1/15/25



Solicitation Number: RFP #101520

CONTRACT

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Ford Motor Company, One American Road, Dearborn, MI 48126 (Vendor).

Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada.

Vendor desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell’s cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

- A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires December 14, 2024, unless it is cancelled sooner pursuant to Article 24. This Contract may be extended up to one additional one-year period upon request of Sourcewell and with written agreement by Vendor.
- C. **SURVIVAL OF TERMS.** Articles 11 through 16 survive the expiration or cancellation of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

- A. **EQUIPMENT, PRODUCTS, OR SERVICES.** Vendor will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Vendor’s Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new/current model. Vendor may offer close-out or refurbished Equipment or Products if they are clearly indicated in



Solicitation Number: RFP #101520

CONTRACT

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and General Motors LLC, Customer Care & Aftersales Division, 6200 Grand Pointe Dr., Grand Blanc, MI 48439 (Vendor).

Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada.

Vendor desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell’s cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

- A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires December 14, 2024, unless it is cancelled sooner pursuant to Article 24. This Contract may be extended up to one additional one-year period upon request of Sourcewell and with written agreement by Vendor.
- C. **SURVIVAL OF TERMS.** Articles 11 through 16 survive the expiration or cancellation of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

- A. **EQUIPMENT, PRODUCTS, OR SERVICES.** Vendor will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Vendor’s Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new/current model. Vendor may offer close-out or refurbished Equipment or Products if they are clearly indicated in



Proposal Evaluation

OEM Automotive Parts and Supplies RFP #101520

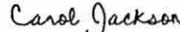
Possible Points		Elliot Auto Supply	Ford Motor Company	Fred Beans Parts	General Motors	Navistar Inc	Nemco Resources
Conformance to RFP Requirements	50	40	37	41	39	41	36
Pricing	400	326	300	274	321	321	271
Financial Viability and Marketplace Success	75	63	68	59	62	66	54
Ability to Sell and Deliver Service	100	83	87	67	82	89	62
Marketing Plan	50	38	42	37	38	41	31
Value Added Attributes	75	60	65	58	51	65	43
Warranty	50	38	42	41	43	39	41
Depth and Breadth of Offered Equipment, Products, or Services	200	172	165	181	170	162	114
Total Points	1,000	820	806	758	806	824	652
Rank Order		2	3.5	5	3.5	1	6

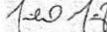
DocuSigned by:

 15F6CCFFA81E4A0...
 James Voelker, CPCM, CFCM, Procurement Lead Analyst

DocuSigned by:

 7BCA93CD6377421...
 Brandon Town, CPSP, CPSD, Procurement Analyst

DocuSigned by:

 6EE63AEDED5F40E...
 Carol Jackson, Procurement Analyst

DocuSigned by:

 0B0204E40D3E445...
 Michael Muñoz, CPPB, Procurement Analyst

CONSENT AGENDA STAFF REPORT

ITEM CONSIDERED: Item D

SUBJECT: Cooperative Procurement – Purchase of Vehicle for Wastewater Division

DATE CONSIDERED: February 3, 2025

INTERIM DEPARTMENT DIRECTOR(S): Dail Borge

CITY ADMINISTRATOR: Ma

Staff requests approval to award quotes received for a Chevrolet 2500 Silverado to Jim Butler MidMO PowerHouse of Linn, Missouri. Quotes were obtained using the Office of Administration Motor Vehicles qualified vendors listing (CC240138007). Quote requests were sent to all vendors on the contract, and we received responses from three vendors plus one no bid response. Jim Butler's bid was the lowest and best response, and their vehicle is on the lot versus waiting for it to be ordered.

Total cost of the vehicle is \$68,186.00 to be paid out of Wastewater Funds Account Number 64-660-572010

**FINANCE DEPARTMENT
PURCHASING DIVISION**

SUBJECT: Cooperative Procurement – Purchase of Vehicle
Public Works, Wastewater

RECOMMENDATION:

Staff requests approval to award quotes received for a Chevrolet 2500 Silverado to Jim Butler MidMO PowerHouse of Linn, Missouri. Quotes were obtained using the Office of Administration Motor Vehicles qualified vendors listing (CC240138007). Quote requests were sent to all vendors on the contract, and we received responses from three vendors plus one no bid response. Jim Butler's bid was the lowest and best response, and their vehicle is on the lot versus waiting for it to be ordered.

BIDS RECEIVED FOR VEHICLES:

	<u>Bid Amount</u>	
Jim Butler MidMo Powerhouse, Linn, MO	\$68,186.00	On Lot
Rusty Drewing Auto, Jefferson City, MO	\$71,220.00	On Lot
Don Brown Chevrolet, St Louis, MO	\$67,748.00	Needs to be ordered

Bids were evaluated by the Public Works Department staff and Jim Butler's vehicle provides more options than the Don Brown vehicle and will not need to be ordered. Bids are recommended to be awarded to the lowest and best bidder.

FISCAL NOTE:

Account Number	Description	FY 2025 Budget	Expended or Encumbered Amount	Bid Amount	Balance
64-660-572010	Purchase of Vehicle – Wastewater Funds	\$180,000.00	\$97,351.00	\$68,186.00	\$14,463.00
Bid Total				\$68,186.00	

ATTACHMENTS – SUPPORTING DOCUMENTATION

Signature: 
Purchasing Agent 1/21/25

Wastewater - (1) Chev 2500 4x4

Pete Koenigsfeld

Due 1/14/25

Date Request Sent	Vendor	Date Quote Received	Amount	Fleet or Off-Lot	Qty	Item Bid
1/7/2025	mikeb@behlmann.com ;	1/13/2025	No Bid			
1/7/2025	jhouston@broadwaytruck.com ;					
1/7/2025	sforrester@corwinauto.com ;					
1/7/2025	juliafarris@edmorse.com ;					
1/7/2025	bbrune@midmopowerhouse.com ;	1/14/2025	68186	Off Lot	1	Chev Silverado 2500
1/7/2025	ksells@machens.com ;					
1/7/2025	dougjr@reuther.com ;					
1/7/2025	beth@jimbutlerchevrolet.com ;					
1/7/2025	will@nroutellc.com ;					
1/7/2025	bmushrush@drewingauto.com ;	1/14/2025	71220	Off Lot	1	Chev Silverado 2500
1/7/2025	roger.auxier@reedauto.com ;					
1/7/2025	thunott@yahoo.com ;					
1/7/2025	Grant.Karr@reedauto.com					
1/7/2025	dave@donbrownchevrolet.com ;	1/14/2025	67748	Fleet	1	Chev 2500 HD Crew 4wd

Corrigan, Leigh Ann

From: Koenigsfeld, Peter
Sent: Tuesday, January 21, 2025 7:29 AM
To: Corrigan, Leigh Ann
Subject: 3/4 ton chevy truck

Leigh Ann

I would recommend the purchase of the ¾ ton truck bid from Jim Butler Chevrolet in Linn. It has different options on it that justify it over the low bidder. It has the options of rear window defogger and a chrome front bumper. It is on the local dealers lot and has the service body on it already. With the bed being on it the time it will take to receive it will be much less. The truck it is replacing has flywheel and starter problems.

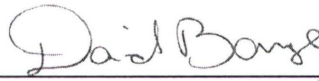
Pete Koenigsfeld
Collection System Manager
City of Jefferson
573-634-6455
pkoenigsfeld@jeffersoncitymo.gov

CONSENT AGENDA STAFF REPORT

ITEM CONSIDERED: Item E

SUBJECT: Bid RFP4165 Renewal 1 – Farming City-Owned Property – Airport/Wastewater Property Public Works, Airport and Wastewater, Opened October 10, 2024

DATE CONSIDERED: February 3, 2025

INTERIM DEPARTMENT DIRECTOR(S): 

CITY ADMINISTRATOR: 

Staff recommends the renewal of the lease to Fischer Grain Farms, Jefferson City, Missouri for the period January 1, 2025 through December 31, 2025. This contract allows for four one-year renewal options. Staff is recommending exercising the first-year renewal option.

The total lease amount over the five-year lease is \$628,314.35. The annual amount is \$125,662.87 and shall be paid by November 30, 2025.

Fischer Grain Farms lease amount to be to the City of Jefferson for Airport property (202 acres) is \$52,936.12; Wastewater property (259 acres) is \$61,706.75; and Wastewater property (40 acres) is \$11,020.00 for the period January 1, 2025 through December 31, 2025 (first of four renewals).

**FINANCE DEPARTMENT
PURCHASING DIVISION**

SUBJECT: Bid RFP4165 Renewal 1 – Farming City-Owned Property – Airport/Wastewater Property
Public Works, Airport and Wastewater, Opened October 10, 2024

RECOMMENDATION:

Staff recommends the renewal of the lease to Fischer Grain Farms, Jefferson City, Missouri for the period January 1, 2025 through December 31, 2025. This contract allows for four one-year renewal options. Staff is recommending exercising the first-year renewal option. The total lease amount over the five-year lease is \$628,314.35. The 2025 annual amount is \$125,662.87.

PROPOSALS RECEIVED:

	<u>5-Year Bid Amount</u>
Smart Brothers Farms, Inc., Tebbetts, MO	\$342,225.00
Fischer Grain Farms, Jefferson City, MO	\$628,314.35
Kerperin Farms, LLC, Jefferson City, MO	\$631,285.00
Bruemmer Farms, Jefferson City, MO	\$672,230.00
Callaway Dairy LLC, New Bloomfield, MO	\$372,810.00

FISCAL NOTE:

Fischer Grain Farms lease amount to be paid to the City of Jefferson for Airport property (202 acres) is \$52,936.12; Wastewater property (259 acres) is \$61,706.75; and Wastewater property (40 acres) is \$11,020.00 for the period January 1, 2025 through December 31, 2025 (first of four renewal).

The total payment of \$125,662.87 shall be paid by November 30, 2025.

PAST PERFORMANCE

This vendor has completed farming operations at these locations in the past.

ATTACHMENTS – SUPPORTING DOCUMENTATION

Signature: 
Purchasing Agent 1/16/25

**CITY OF JEFFERSON
RENEWAL TO CONTRACT AGRICULTURAL LEASE AGREEMENT**

WHEREAS, the City of Jefferson, Missouri, a municipal corporation of the State of Missouri, hereinafter designated "City," entered into a Contract with Fischer Grain Farms, hereinafter referred to as "Contractor," on January 1, 2024.

WHEREAS, the Contract was a Lease Agreement for Agricultural services

WHEREAS, both parties wish to extend the Contract for the first of four additional one-year renewal periods beginning on January 1, 2025.

NOW, THEREFORE, be it agreed by the parties that the Contract is hereby renewed for the first of four additional one-year periods to end December 31, 2025.

CITY OF JEFFERSON, MISSOURI

FISCHER GRAIN FARMS

Mayor Ron Fitzwater

Date: _____

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

Jay P. Fischer
Fischer Grain Farms
Date: 1/15/25

ATTEST:

Title:

PUBLIC HEARING/BILL SUMMARY

BILL NO: 2024-074

SPONSOR: Councilmember Hoselton

SUBJECT: Rezoning 0.46 acre located at 1106 St. Mary's Boulevard from RA-2 High Density Residential to PUD Planned Unit Development and Approval of a Preliminary and Final PUD Plan for Recovery Support Service Office and Classroom Space. (Planning and Zoning Commission Case No. P25001)

DATE INTRODUCED: February 3, 2025

PUBLIC HEARING: February 18, 2025

DEPARTMENT DIRECTOR(S): 

CITY ADMINISTRATOR: 

Staff Recommendation: Approve.

Summary: Standard ordinance approving a Zoning Map Amendment and Preliminary and Final PUD Plan.

Origin of Request: Property owner, through the Planning and Zoning Commission.

Department Responsible: Department of Planning and Protective Services.

PERSON RESPONSIBLE: CLINT SMITH/Eric Barron

Background Information: This bill would rezone the Old Paths Baptist Church property, consisting of 0.46 acre, from RA-2 High Density Residential to PUD Planned Unit Development and approve a PUD Plan for use of the existing building as a Recovery Support Services use. The Healing House and New Beginnings, Inc. intends to purchase the property for the purpose of housing their offices and classroom space. No internal or external alterations are planned for the building. The existing freestanding sign on the property will remain and be used by the future organization. Please see case packet materials for more information.

Planning and Zoning Commission Review: The Planning and Zoning Commission reviewed the application for Rezoning and a Preliminary and Final PUD Plan at their meeting on January 9, 2025. The motion to recommend approval to the City Council PASSED on a vote of 8 in favor and 0 against.

Public Notice: Standard public notice procedures were followed in advance of the Planning and Zoning Commission meeting and the City Council meetings. This includes (1) publication of the public notice agenda in the Jefferson City News Tribune 15 days in advance of the hearing on the case; (2) notification by letter to adjoining and affected property owners within 185 feet, and (3) posting of a sign at the property announcing the date and time of the hearing 10 to 15 days in advance of the hearing.

Public Comment Received:

The following individuals spoke in favor of the request at the January 9 Planning and Zoning Commission meeting:

Jerica Bowman, Landmark Recovery, 204 Metro Drive.

Pastor Kirk DeMars, House of Prayer, 2707 W. Main Street

Brenda Schell, St. Thomas, MO, Board member of Healing House and New Beginnings.

- Those speaking in favor spoke of the benefits of the programs offered by the organization and of the management of the organization.

The following individuals spoke in opposition of the request at the January 9 Planning and Zoning Commission meeting:

David Hall, 1107 St. Mary's Blvd.

- Concerns about the nature of the use and of parking impacts on the area.

Fiscal Information: \$974.00 in application fees were received.

Planning & Zoning Commission Recommendation: Approve.

BILL NO. 2024-074

SPONSORED BY Councilmember Hoselton

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF JEFFERSON, MISSOURI, CHANGING, AMENDING, AND MODIFYING THE ZONING MAP OF THE ZONING CODE OF THE CITY OF JEFFERSON BY REZONING 0.46 ACRE OF LAND LOCATED AT 1106 SAINT MARYS BOULEVARD FROM RA-2 HIGH DENSITY RESIDENTIAL TO PUD PLANNED UNIT DEVELOPMENT AND APPROVING A PRELIMINARY AND FINAL PUD PLAN.

WHEREAS, it appears that the procedures set forth in the zoning code relating to zoning and PUD Plans have in all matters been complied with.

NOW, THEREFORE, BE IT ENACTED BY THE COUNCIL OF THE CITY OF JEFFERSON, MISSOURI, AS FOLLOWS:

Section 1. The following described real estate, being located in the City of Jefferson in Cole County, Missouri is rezoned from RA-2 High Density Residential to PUD Planned Unit Development: Dulle's Addition Lots 19 and 20, in the City of Jefferson, Cole County, Missouri. Containing 0.46 acre, more or less.

Section 2. The Preliminary and Final PUD Plan, on file as Case No. P25001 in the Jefferson City Planning Division, is hereby approved for the above-described real estate.

Section 3. Permitted Land Uses. Permitted land uses for the property shall be limited to Offices, Recovery Support Services (including Classroom Space) and the permitted uses of the RA-2 High Density Residential zoning district. Site elements such as signage and lighting shall adhere to the allowances of the RA-2 High Density Residential zoning district, with the addition of freestanding signage allowance equal to the existing signage on the site.

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

Passed: _____

Approved: _____

Presiding Officer

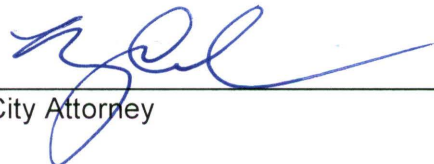
Mayor Ron Fitzwater

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney



NOTICE OF PUBLIC HEARINGS ON PLANNING AND ZONING MATTERS

The City Council of the City of Jefferson, Missouri, will hold public hearings on the following planning and zoning matters on Tuesday, February 18, 2025 at 6:00 p.m. in the Council Chamber of the John G. Christy Municipal Building, 320 East McCarty Street, Jefferson City, Missouri.

1. **4400 BLOCK OF RAINBOW DRIVE – REZONING FROM RA-1 HIGH DENSITY RESIDENTIAL TO PUD PLANNED UNIT DEVELOPMENT, PRELIMINARY PUD PLAN, AND PRELIMINARY SUBDIVISION PLAT FOR A 72 LOT SINGLE FAMILY AND TWO UNIT RESIDENTIAL DEVELOPMENT:** Part of the Northwest Quarter of the Southeast Quarter and part of the Southwest Quarter of the Southeast Quarter of Section 5, Township 44 North, Range 12 West, Cole County, Missouri, more particularly described as follows: Beginning at the northwest corner of the Northwest Quarter of the Southeast Quarter of said Section 5; thence South 89 degrees 17 minutes 50 seconds East, along the Quarter Section Line, 619.82 feet to the boundary of Charleston Place – Section 2 as per plat of record in Plat Book 11, page 847, Cole County Recorder's Office; thence along the boundary of said Charleston Place – Section 2 the following courses: South 17 degrees 07 minutes 07 seconds West, 378.09 feet; thence North 88 degrees 18 minutes 43 seconds East, 290.24 feet; thence South 78 degrees 34 minutes 04 seconds East, 69.36 feet to the northwesterly corner of Charleston Place – Section 3 as per plat of record in Plat Book 12, page 297, Cole County Recorder's Office; thence leaving the boundary of said Charleston Place – Section 3, South 04 degrees 57 minutes 24 seconds West, along the westerly boundary of said Section 3, 350.54 feet; thence South 31 degrees 31 minutes 40 seconds west, along the westerly boundary of said Section 3, 818.77 feet to the southwesterly corner of said Section 3, being a point on the boundary of Kuebbler Subdivision as per plat of record in Plat Book 12, page 152, Cole County Recorder's Office; thence North 52 degrees 56 minutes 24 seconds West along the northerly line of said Kuebbler Subdivision, 65.56 feet to the most northerly corner thereof being the northeasterly corner of a tract of land described by deed of record in Book 521, page 323, Cole County Recorder's Office; thence North 73 degrees 21 minutes 38 seconds West, along the northerly line of said tract, 299.82 feet to the northwesterly corner thereof; thence South 02 degrees 04 minutes 17 seconds West along the westerly line of said tract, 358.56 feet to the northerly right-of-way line of Rainbow Drive as described in Book 349, Page 23, Cole County Recorder's Office; thence northwesterly along the northerly line of said right-of-way, on a curve to the left, having a radius of 958.27 feet, an arc length of 66.31 feet (the chord being North 55 degrees 28 minutes 22 seconds West, 66.30 feet) to the Quarter Section Line; thence North 00 degrees 02 minutes 07 seconds West, along said Quarter Section Line, 1616.66 feet to the point of beginning. Containing 21.36 acres.
2. **1106 SAINT MARYS BOULEVARD – REZONING FROM RA-2 HIGH DENSITY RESIDENTIAL TO PUD PLANNED UNIT DEVELOPMENT AND PRELIMINARY AND FINAL PUD PLAN FOR OFFICE AND RECOVERY SUPPORT SERVICES CLASSROOM SPACE:** Dulle's Addition Lots 19 and 20, in the City of Jefferson, Cole County, Missouri. Containing 0.46 acre, more or less.
3. **413 AND 417 EAST CAPITOL AVENUE – REZONING FROM MU-1 MIXED USE TO PUD PLANNED UNIT DEVELOPMENT AND PRELIMINARY PUD PLAN FOR RESTAURANT WITH OUTDOOR PATIO:** 413 East Capitol. Part of Inlot No. 119, in the City of Jefferson, Cole County, Missouri, more particularly described as follows: Beginning at the southeasterly corner of said Inlot; thence westerly along the southerly line thereof, 60 feet 2-1/2 inches; thence northerly parallel with the easterly line thereof, 198 feet 9 inches, to a public alley; thence easterly along said public alley, 60 feet 2-1/2 inches, to the easterly line of said Inlot; thence southerly along the easterly line of said Inlot, 198 feet 9 inches, to the point of beginning. Containing 0.27 acre, more or less; and, 417 East Capitol Avenue: The westerly half of Inlot No. 120, in the City of Jefferson, Cole County, Missouri, more particularly described as follows: Beginning at the southwesterly corner of said Inlot 120; thence northerly along the westerly line of said Inlot, 198 feet 9 inches, to the public alley;

thence easterly along said alley, 52 feet 2-1/4 inches; thence southerly parallel with the westerly line of said Inlot, 198 feet 9 inches, to the southerly line of said Inlot; thence westerly along Main Street and the southerly line of said Inlot, 52 feet 2-1/4 inches, to the point of beginning. Containing 0.23 acre, more or less. Containing, in all, 0.5 acres more or less.

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request. Please call (573) 634-6410 with questions regarding these matters.

Emily Donaldson, City Clerk, City of Jefferson, Missouri

P.T. - Friday, January 31, 2025

For contact information only.
Department of Planning and Protective Services/Planning Division
320 East McCarty Street, Room 120, Jefferson City, Missouri 65101
Contact: Kimm Bland
Phone (573) 634-6451 Fax (573) 634-6457

**Jefferson City
Planning & Zoning Commission**

January 9, 2025

**Case No. P25001
1106 Saint Marys Boulevard**

**The Healing House and New Beginnings, Inc.
Rezoning and Preliminary and Final PUD Plan
Recovery Support Service Office and Classroom Space**

City of Jefferson Planning and Zoning Commission

VICINITY



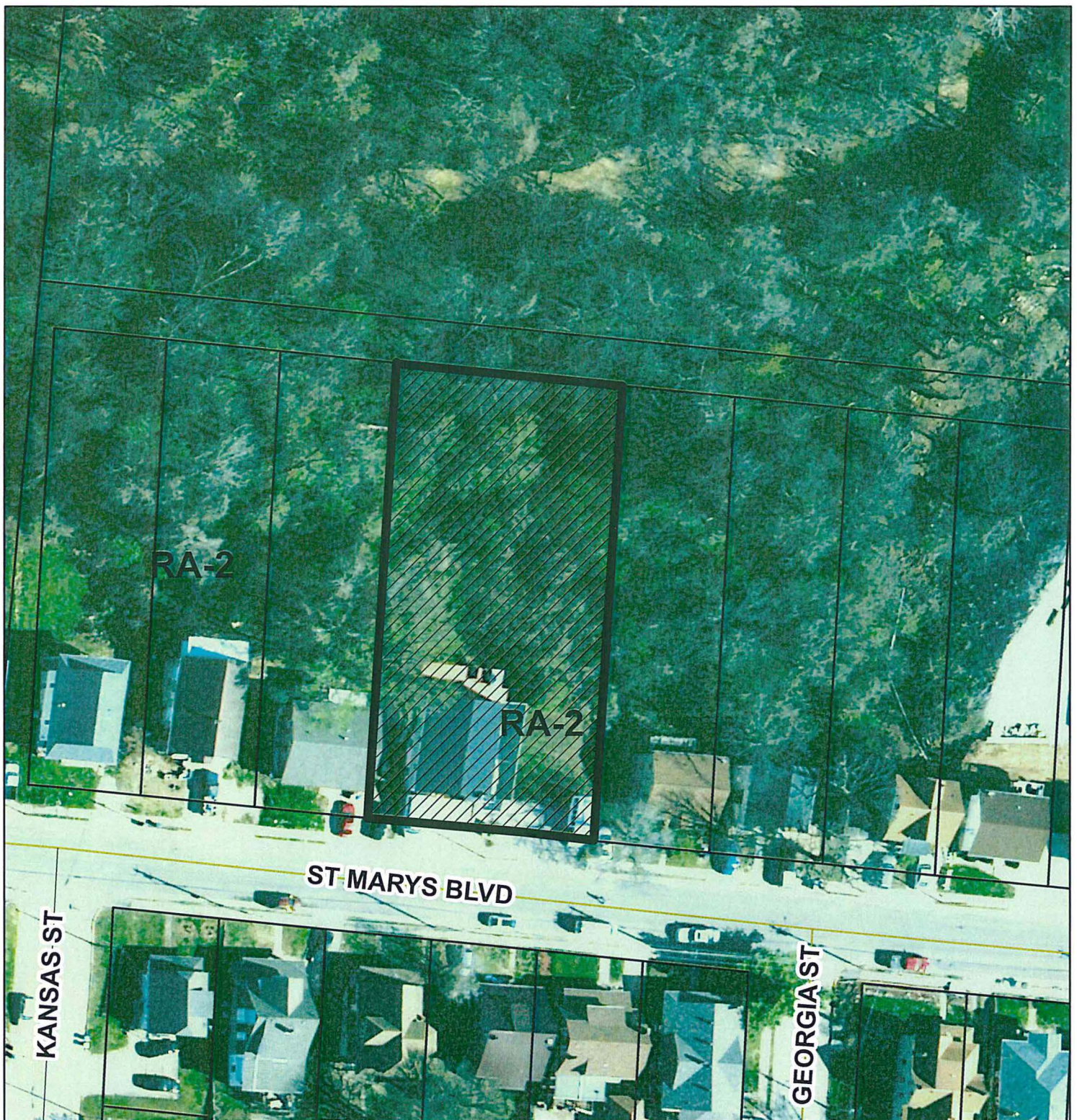
Case No. P25001
1106 Saint Marys Boulevard
Rezoning and Preliminary and Final PUD Plan
Recovery Support Service Office and Classroom Space

0 70 140 280 Feet



City of Jefferson Planning & Zoning Commission

LOCATION MAP



Case No. P25001
1106 Saint Marys Boulevard
Rezoning and Preliminary and Final PUD Plan
Recovery Support Service Office and Classroom Space

0 20 40 80 Feet



PLANNING STAFF REPORT
JEFFERSON CITY PLANNING AND ZONING COMMISSION
January 9, 2025

Case No. P25001 – 1106 Saint Marys Boulevard, Rezoning from RA-2 High Density Residential to PUD Planned Unit Development and Preliminary and Final Planned Unit Development (PUD) Plan. Request filed by Old Paths Baptist Church of Jefferson City, property owner, and The Healing House and New Beginnings, Inc., applicant, for rezoning of approximately 0.46 acre from RA-2 High Density Residential to PUD Planned Unit Development and a Preliminary and Final PUD Planned Unit Development Plan to permit a use of the property's existing structure for office and recovery support service classroom space. The property is located on the north side of Saint Marys Boulevard 100 feet east of Kansas Street and is described as Dulle's Addition Lots 19 and 20, in the City of Jefferson, Cole County, Missouri.

Nature of Request

An application for rezoning and PUD Plan for a 0.46 acres property has been submitted to use the existing church building on the property for recovery support service office and classroom space. The property's zoning designation, RA-2 High Density Residential, does not permit the proposed office and recovery support services uses. The applicant is requesting a PUD zoning to accommodate the inclusion of the desired office and recovery support services with the permitted uses of the RA-2 zoning district.

Review and Approval Process:

Both Preliminary PUD Plan and rezoning requests are reviewed by the Planning and Zoning Commission. The Planning and Zoning Commission makes a recommendation to the City Council regarding these requests. The City Council comes to a final decision.

Zoning History

No Planning and Zoning Commission or Board of Adjustment cases were found on file for the property.

Zoning and Surrounding Land Use

Current Zoning: RA-2

Current Use: Church

Proposed Zoning: PUD

Intended Use: Recovery Support Service Office and Classroom Space

	Surrounding Zoning	Surrounding Uses
North	RA-2	Undeveloped, Highway 50
South	RA-2	Single and Multi Family Residential
East	RA-2	Single and Multi Family Residential
West	RA-2	Single and Multi Family Residential

Review Criteria for Rezoning:

Section 35-74 B.4 lists review criteria for consideration of an amendment to the zoning map. The applicant has provided written responses to the review criteria for a rezoning. See attached application materials. City staff have also provided responses to the review criteria as follows:

Staff Analysis of Rezoning Proposal:

Standard checklist for rezoning:	Yes	No	Notes:
The existing zoning was in error at the time of adoption.		X	Currently, a church building situated on the property is amid a residential area. Churches are a permitted use in all zoning districts.
There has been a change in character in the area due to installation of public facilities, other zone changes, new growth trends, neighborhood deterioration, or development transitions.		X	The rezoning and PUD Plan could compliment the mixture of area land uses ranging from residential to institutional to commercial by transitioning an existing church into another nonresidential use.
There is a community need for the proposed rezoning.	X		The rezoning and PUD Plan would utilize an existing church for a use which could likewise be situated well amongst the residential land uses in the locale.

Standard checklist for rezoning:	Yes	No	Notes:
The proposed change is consistent with, and in furtherance of, the implementation of the goals and policies of the comprehensive plan, other adopted plans, and the policies, intents and requirements of this ordinance and other City regulations and guidelines	X		The rezoning and related PUD Plan request could help address comprehensive plan goals under categories such as capital culture, economic development, and land use. The request is subject to Zoning Code requirements as well as all other applicable requirements and regulations.
The proposed zoning is compatible with the zoning and uses of property nearby.	X		The rezoning and PUD Plan for recovery support service office and classroom space is generally compatible with the commercial and institutional uses in the area.
Public and community facilities, which may include, but are not limited to, sanitary and storm sewers, water, electrical service, police and fire protection, schools, parks and recreation facilities, roads, libraries, and solid waste collection and disposal, are available and adequate to serve uses authorized under the proposed zoning.	X		Necessary utilities and services exist in the area to serve both the subject property and surrounding properties.
A traffic impact analysis has been provided to indicate the potential number of new trips generated and provisions are provided to mitigate impacts of high traffic-generating projects	N/A		A traffic impact study is not required as traffic produced from the use is anticipated to be under the 100 peak hour threshold with a total ~ 10 peak hour trips anticipated to be generated from the use.
Authorized uses shall not adversely affect the capacity or safety of the street network in the vicinity of the property.	X		The nearby road network should have the capacity in order to facilitate the low traffic volume anticipated for the use.
Potential environmental impacts (e.g., excessive storm water runoff, water pollution, air pollution, noise pollution, excessive lighting, or other environmental harms) of authorized uses shall be mitigated.	X		Much of both the external and internal building footprint will remain the same no additional impervious surface is planned at this time.
There is an adequate supply of land available in the subject area and the surrounding community to accommodate the zoning and community needs.	X		The property has street frontage along St. Marys Blvd. and consists of nearly ½ acre.
Benefits shall be derived by the community or area proposed to be rezoned	X		Rezoning the lot will supply health and service opportunity for the area while remaining generally compatible with the mixture of land uses, including residential use.

Staff Analysis of Preliminary PUD Plan

Below is an analysis of the PUD Plan.

Allowed Uses: Permitted uses of this PUD Plan include recovery support service office and classroom space and uses permitted in the underlying RA-2 zoning district recommended by staff.

Building Composition: No major alterations to the external and internal building elements are planned.

Lighting: No new lighting is detailed as a part of the plan.

Parking: A small parking lot is located at the front of the property. On street parking space is along St. Marys Boulevard. Parking demand for the proposed uses are anticipated to be less than parking used for church services.

Signage: Lettering on the building is planned to be removed and updating information on the existing property sign to serve The Healing House and New Beginnings, Inc. is proposed.

Traffic Analysis: A traffic impact study (required when a use is determined to produce 100 peak hour trips) is not required.

Utilities: No major alterations or additions are proposed. All alterations or additions to utilities such as sanitary sewer, stormwater management, plumbing, and electrical work will need to meet City Code standards and will be reviewed further in the inspection and permitting processes.

Fire Safety and Prevention: Hydrants exist along Saint Marys Boulevard.

Staff Analysis

Rezoning to the PUD Planned Unit Development zoning district and the proposed Preliminary and Final PUD Plan serving a purpose of using a church building currently on site for recovery support service office and classroom space. This proposed use would allow for reuse of the existing church building while being generally compatible with the mixture of uses already in the area.

Recommended Form of Motion

Motion to recommend approval of the requested rezoning and PUD Plan with the following conditions:

- i. Establish an underlying zoning district of RA-2 High Density Residential for the purposes of determining site elements such as future land use, signage, and lighting with the addition of offices and recovery support services as a permitted use.



City of Jefferson
Department of Planning & Protective Services
320 E. McCarty Street
Jefferson City, MO 65101
Phone: 573-634-6410
JCPlanning@jeffersoncitymo.gov
www.jeffersoncitymo.gov

APPLICATION FOR PLANNED UNIT DEVELOPMENT (PUD)

- ☐ Concept PUD Plan
☒ Preliminary PUD Plan
☒ Final PUD Plan

- ☐ Amendment to Final PUD Plan
☐ Amendment to Final PUD Plan for Signage

PUD Project Name: The Healing House and New Beginnings, Inc.

Street Address: 1106 St. Mary's Blvd.

Legal Description: (as follows or is attached) Dutles Addition, Lots 19 and 20

Please attach or include the following:

- Typed project narrative describing the type and character of the development, including land uses, acreage, proposed residential densities or commercial floor area (FAR); public or private open space, amenities or recreation areas to be provided; sidewalks and pedestrian ways; parking areas; deviations from minimum design standards of Section 35-51; and other information required by Section 35-74 or applicable sections of the Zoning Code. The project title and location must be included upon every page. Number all pages and attachments.
- Site Plan and/or Development Plan, as applicable.
- Preliminary or Final Subdivision Plat or Declaration of Condominium Association, as applicable;
- Draft of Covenants, Conditions and Restrictions, as applicable;
- Traffic impact analysis, if required by Section 35-60;
- Signage Plan, including type, locations and dimensions of all proposed signs;
- Landscaping and Screening Plan;
- Lighting Plan, including pole heights, type of fixtures or luminaries, and foot candles;
- Project Phasing Plan (if applicable)
- Application Filing Fee = \$524 + \$200 advertising fee + \$250 rezoning fee (if applicable)
(Revised July 1, 2024)

Application Information:

Property Owner: Old Paths Baptist Church of Jefferson City / Allen Golden

Address 1106 St. Mary's Blvd.

Phone Number(s): (573) 353-4548

Applicant Name (if different from owner): The Healing House and New Beginnings, Inc. (Heather Gieck, Executive Director)

Address PO Box 1682 Jefferson City, MO 65102

Phone Number(s): 417-559-7068

Consultant Name: _____

Address: _____

Phone Number(s): _____

The attached information accurately represents this proposed project

Property Owner Signature _____

Printed Name/Title _____

Date _____

Consultant Signature _____

Printed Name/Title _____

Date _____

For Staff Use Only: Application Filing Fee Received _____

Amount _____

☐ Check # _____

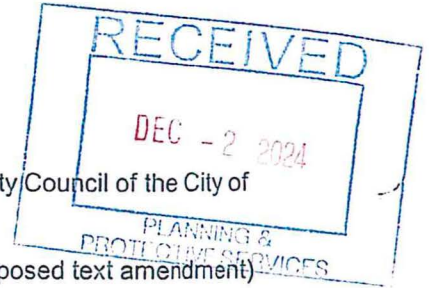
Attachments: Narrative ☐ Site Plan ☐ Applicant/Project Information Sheet ☐ *Note other information submitted on back page

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.



City of Jefferson
Department of Planning & Protective
Services 320 E. McCarty Street
Jefferson City, MO 65101
Phone: 573-634-6410
JCPlanning@jeffersoncitymo.gov
www.jeffersoncitymo.gov

APPLICATION FOR ZONING AMENDMENTS



1. The undersigned hereby petitions the Planning and Zoning Commission and City Council of the City of Jefferson, Missouri, for the following amendment to the Zoning Code:

☒ Map Amendment ☐ Text Amendment (Include description of proposed text amendment)

Property Address: 1106 St. Mary's Blvd.

2. Applications for Map amendments shall include a location map and legal description.

3. This petition requests to rezone the above described real estate from its present classification of RA-2

PUD
district to _____ district. The purpose of this rezoning request is to:
Not For Profit Offices and Classrooms for Recovery Support Services within a PUD Zone

4. Filing fee: Map Amendment = \$672. Text Amendment = \$462.

5. **Required Findings:** Applicant responses to the required findings shall be noted in Addendum A and vary based on type of request.

6. The undersigned certify to be all of the owner(s) of the above described property and that the submitted information (including all attachments to this application) is true and correct. (All owners of this property must sign and the signatures must be notarized).

[Signature]
Property Owner Signature

Allen Golden
Printed Name/Title (type or print)

Property Owner Signature

Printed Name/Title (type or print)

Subscribed and sworn before me this 2 day of December, 2024

BREYONNA SUE KLEFFNER
Notary Public, Notary Seal
State of Missouri
Callaway County
Commission # 24071728
My Commission Expires 10-14-2028

Breyonna Sue Kleffner
Notary Public

For City Use Only:

(Revised July 1, 2024)

Application Filing Fee: Map Amendment = \$672 (\$472 + \$200 Advertising Fee)
Text Amendment = \$462 (\$262 + \$200 Advertising Fee)

Application Filing Fee Received: _____ Cash (receipt # _____) ☐ (copy; check # _____)

Attachments: ☐ Addendum A ☐ Map ☐ Information Sheet

Individuals should contact the ADA Coordinator at (573) _____ alternative formats as required under the Americans with Disabilities Act. Please allow three busi

check
"City of Jefferson"
\$ 974

Jefferson City Zoning Amendment Application
Addendum A – Review Criteria
To be used to support zoning amendment requests.
(Section 35-74.B.4)

Property Address 1106 St. Mary's Blvd.

Applicant Name The Healing House and New Beginnings, Inc.

Provide responses to the following required findings by selecting all criteria that apply to your request. State all reasons for your answer and use additional pages to complete your answer if necessary.

A. The existing zoning was in error at the time of adoption. *Explain.*

The property consists of an existing church in a residential area.

B. There has been a change in character in the area due to installation of public facilities, other zone changes, new growth trends, neighborhood deterioration, or development transitions. *Explain the change and be specific on which public facilities, other zone changes, new growth trends, neighborhood deterioration, or development transitions that effected the change.*

There are a mix of uses along this section of St. Mary's Boulevard, including commercial and public school uses.

C. There is a community need for the proposed rezoning:

(i.) *What will the proposed zoning be?*

PUD - Planned Unit Development and a PUD Plan for Not-for-Profit Offices and Classrooms

(ii.) *Why does the community need this zoning?*

Provide for reuse of a church building within a residential setting.

D. The proposed change is consistent with, and in furtherance of, the implementation of the goals and policies of the Comprehensive Plan, other adopted plans, and the policies, intents and requirements of this Ordinance and other City regulations and guidelines.

The proposed rezoning and PUD Plan would provide for limited commercial use of an existing church building in a residential area.

E. The proposed zoning is compatible with the zoning and uses of property nearby.

Property North – RA-2

Property South – RA-2

Property East – RA-2

Property West – RA-2

F. Public and community facilities, which may include, but are not limited to, sanitary and storm sewers, water, electrical service, police and fire protection, schools, parks and recreation facilities, roads, libraries, and solid waste collection and disposal, are available and adequate to serve uses authorized under the proposed zoning. *List public and community facilities available on the site.*

Existing public facilities and utilities serve the property.

G. A traffic impact analysis has been provided to indicate the potential number of new trips generated and provisions are provided to mitigate impacts of high traffic-generating projects. *(See Section 35-60. Traffic Impact Analysis regarding vehicle trip thresholds and traffic impact analysis requirements)*

Not a high traffic use. Traffic impact would be limited.

H. Authorized uses shall not adversely affect the capacity or safety of the street network in the vicinity of the property.

(i.) Describe the proposed use.

Not for profit offices and classrooms.

(ii.) Will the proposed use adversely affect the capacity or safety of the street network in the vicinity of the property? Why/why not?

No, the use is not a high traffic use.

I. Potential environmental impacts (e.g., excessive storm water runoff, water pollution, air pollution, noise pollution, excessive lighting, or other environmental harms) of authorized uses shall be mitigated. *List any potential environmental impacts and how they will be mitigated.*

No impacts are expected.

J. There is an adequate supply of land available in the subject area and the surrounding community to accommodate the zoning and community needs.

This rezoning is for the purpose of reusing an existing church building in a residential area.

K. Benefits shall be derived by the community or area proposed to be rezoned. *List the benefits of the proposed rezoning.*

The community would benefit by establishing a viable long term use of an existing church building with a service that provides a significant benefit to the community. Traffic and impact would be expected to be less than the existing church.

The Healing House and New Beginnings Ministry Narrative for Use of 1106 St. Mary's Blvd-FD.

Introduction

The Healing House and New Beginnings (THHNB) is a nonprofit Christian ministry dedicated to serving women recovering from substance use disorder. Rooted in Christ love, our mission is to rebuild shattered lives through a Program of Action by teaching spiritual

Principles that are rooted and grounded in the Holy and Living Word of God, establishing an unshakable foundation for life. We provide a Christ-centered environment that supports spiritual growth, healing, and recovery. As outlined in our incorporating documents, THHNB serves as a dedicated outreach ministry to those who suffer from substance use disorder (updated recovery language used) exclusively for the women in our Community and surrounding environs. THHNB Recovery ministry does not provide services to the general public, though the general public certainly benefits from the success of our ministry.

Property Use and Ministry Activities

- **No Structural Changes:**

The ministry will maintain the property's current design, with no alterations to the internal floor plan or external structure. The existing church name on the building will be removed, and the sign will be updated with THHNB's ministry information.

- **Sanctuary and Classes:**

- The sanctuary room will be used as a sacred space for worship services and Christ-centered spirituality classes.

- The basement classroom will be dedicated to hosting recovery and spirituality classes, which integrate faith-based teachings into the healing process.

- **Ministry Offices:**

Three rooms will serve as ministry offices to support case management, recovery support services, and care coordination for the women in our ministry:

- One office upstairs (currently in use as an office).
- Two offices downstairs (currently designated as a classroom and a children's room).

THHNB is a small, focused ministry with a team of four staff members who carry out these support services and spiritual programs.

There are 30 residents in our recovery ministry. Not every one has classes on the same days. Some are split and held off site.

Ministry Schedule

- **Monday–Wednesday:** 9:00 AM–8:00PM
- **Evening classes:** 6:00 PM–8:00 PM
- **Thursday:** 9:00 AM–4:00 PM

Parking Overflow

THHNB has arranged for parking overflow during class evenings (Monday–Wednesday) through a partnership with T&D Motors, located at 1000 B St. Mary's Blvd, Jefferson City, MO. This arrangement aligns with current practices of the church and ensures minimal impact on the surrounding neighborhood.

Conclusion

The Healing House and New Beginnings is committed to using 1106 St. Mary's Blvd as a place of ministry, healing, and spiritual renewal for the women in our care. By maintaining the property's current structure and fostering a Christ-centered environment, we aim to continue the legacy of service and faith established in this sacred space.

"Changed hearts lead to changed lives.
Changed lives lead to changed communities."

This institution is an equal opportunity provider.

About The Healing House and New Beginnings, Inc.

Our program offers:

Recovery –

A 12 Step Program of Action
Codependency
Seeking Safety (Trauma/Substance Use)
Mentoring

Spiritual Growth

Bible-based classes
Local Church involvement

Housing and Life Skills

Safe, affordable housing
Help with securing employment
Life skills classes

Physical Growth

Importance of healthy diet and exercise

Classes are held Monday – Wednesday 6:00 – 8:00

Contact Info:

Housing Inquiries: 573-645-2501

www.thehealinghouseandnewbeginnings.org

housing@thehealinghouseandnewbeginnings.org

Other: 417-559-7068

hgieck@thehealinghouseandnewbeginnings.org

Executive Director:

Heather Gieck

Board of Directors:

Mark Saucier, President

Don Smith, Treasurer

Lisa Mendes, Secretary

Shannon Kimsey

Brenda Schell

Jo Lynn Dubea

All of our houses are
accredited by Missouri

Coalition of Recovery

Support Providers

(MCRSP)

NARR affiliated.

For comments or to receive JOURNEYS electronically, please email:
bschuessler@thehealinghouseandnewbeginnings.org



WE ARE...

A Christian non-profit residential recovery program designed to help those who suffer from substance use disorder to:

- Recover from a hopeless state of mind and body,
- Grow in their faith in Jesus Christ and
- Grow in their responsibility to their community.

INSIDE THIS ISSUE:

Calendar	2
Kid's Encounter	2
Christian Beliefs Conference	3
Class Updates	3
Events	3
Please Pray	3
About The Healing House and New Beginnings	Back Page

JOURNEYS Newsletter

VOLUME 7, ISSUE 4

OCTOBER 1, 2024



Trophies of God's Grace



On Saturday, August 3rd, friends and family joined together at House of Prayer Family Church for the Commencement of Ti-Ara Reed, Cammie Flores, and Levi Owens from the Healing House and New Beginnings (THHNB) one-year recovery program. Following prayer, introductions, and opening announcements, Founder and Executive Director Heather Gieck shared John 14:15, "Loving me empowers you to obey my commands" and John 14:21-23 which says "Those who truly love me are those who obey my commands. Whoever passionately loves me will be passionately loved by my Father and I will passionately love you in return and will manifest my life within you. Jesus replied- 'loving me empowers you to obey my word and my Father will love you so deeply that we will come to you and make you our dwelling place.' John 14:26 then says, "but when the Father sends the Spirit of Holiness, one like me who sets you free, He will teach you all things in my Name and He will inspire you to remember every word that I told you."

Levi shared her personal testimony,

explaining how she had gotten pregnant at age 17 in a toxic and abusive relationship. She shared how resentments towards her addicted mother helped propel her into her own addiction. Levi had another child at age 21 and bravely bared her soul when she described how she woke up one day 4 years later in a hospital bed and realized that her daughter had passed away due to a car accident. After 14 years in prison as a result of her daughter's passing, a third child, and a second prison sentence due to her addiction, Levi found herself on her knees. "I can't really explain how the Holy Spirit gave me the unction to actually open my Bible and start reading it, but I did it. He kept leading me, and I kept opening it." She explained how THHNB has been a house and a place where she has been able to grow spiritually, find true healing and forgiveness within herself, to start a firm foundation on His promises, rely on Him, and a place where she lost every desire to drink again. Levi has since moved into her own apartment, has regained relationship with her two sons and family, and is continuing successfully in recovery!

Cammie was next to speak. She explained how she walked into the doors one year prior as a broken woman, but how she has grown so much since that day. She shared her thanks with all of her family who came to support her on this glorious day. We love

you Cammie!

Ti-Ara was next to share as she opened with Colossians 2:13-14 out of The Passion Translation, "This 'realm of death' describes our former state, for we were held in sin's grasp. But now, we've been resurrected out of that 'realm of death' never to return, for we are forever alive and forgiven of all our sins! He canceled out every legal violation we had on our record and the old arrest warrant that stood to indict us. He erased it all-our sins, our stained soul-he deleted it all and they cannot be retrieved! Everything we once were in Adam has been placed onto his cross and nailed permanently there as a public display of cancellation." Ti-Ara said, "I came to Jesus broken and sick. The simple desires of drugs and my mental health needed to die with my old ways and I prayed for guidance for which program to apply for. A lot of them denied me." She explained how when she arrived at THHNB everyone welcomed her with love and affection and since being here she was able to bury her roots in God's word and love. She gave her deepest thanks to Heather and all of the staff, leadership, and other residents. She closed by declaring, "Most importantly, I want to give glory to God for restoring my family." Ti-Ara moved out of state with her mother since commencing and stays in contact with all of us when possible.

Mark Your Calendars!



NOVEMBER - 2

Commencement Ceremony
1:00 PM
House of Prayer Family Church
2707 W. Main St.
Jefferson City, MO

Please join the celebration as we recognize **Kristen Noyes** for completing The Healing House and New Beginnings program.

*this is what
RECOVERY
looks like*

"Developing the ability to follow God and shape our decisions and actions according to His will for His use."
The Healing House and New Beginnings



2024 Kid's Encounter

On July 10th-13th, many of our Single Mothers had the opportunity to allow their children the life-changing experience of 4 days and 3 nights filled with faith, joy, and divine encounters at Encounter Cove in Roach, Mo! This was graciously sponsored by Kenneth and Abigail Miller of Classic Buildings LLC. The kids left home expecting to meet Jesus like never before and came back blessed from a trip full of worship, fellowship, and learning. This weekend taught the children how to pray for one another, work as a team, and lean on God and one another through all life circumstances. Our mothers and their children are so grateful and already looking forward to next summer's event!

"So the churches were strengthened in their faith and grew larger every day"
Acts 16:5

7th Annual: Intersection of Christian Beliefs and Recovery Seminar

On August 23-24, Pastor Scott Breedlove at Landmark Church invited Executive Director Heather Gieck to share on a special topic of 'How to Grow Staff from Within Your Program'. This conference is designed to bring professionals together to openly discuss recovery topics and the intersection of recovery and Christian beliefs. Heather and THHNB leadership all participated and were honored to represent the recovery community of Jefferson City. THHNB currently has 20 women that have committed to a second year or beyond and are still serving in our ministry as either an employee, volunteer, or serving in leadership in the houses and facilitating classes. We believe that "Changed Hearts lead to Changed Lives and Changed Lives lead to Changed Communities".



JOURNEYS NEWSLETTER

Summer's End-Autumn's Start



Godly Relationships

Program Coordinator Rebecca Schuessler has been facilitating an 11 week Biblical-based relationship class. Matters discussed are: how to properly cultivate a 'single season', trauma bonds, roots & strongholds, co-dependency, loneliness, courtship, boundaries, and marriage.



Life Skills



On August 19th THHNB residents were instructed in CPR training thanks to Billy Bolden with the Jefferson City Fire Department. On September 16th, Next Step Leader, Christina Conlin, facilitated a class on 'People Pleasing'. In October we will have a volunteer teach about the church's responsibility to vote and in November we will have a volunteer share on 'Boundaries'.



JC Air Show

On September 14-15th many of our residents volunteered in the Kids Zone at the JC Air Show!



Redemption Inside The Walls 2024: Come Alive

Despite the rain early on, Redemption Inside the Walls was a great success! Matt Maher performed on September 21st at the Jaycees Fairgrounds and THHNB residents were blessed to volunteer and participate in this event. The 2024 beneficiary was the Rape and Abuse Crisis Center of Jefferson City.



Please pray for our residents and House Managers

Healing House
*Brenda and her daughter Sarah
*Crystal D. Stephanie, Crystal H, Sam Keashia, Heather J. Kassie, Jodie Teisha, Mandy Gina

Jochebed House
*Rebecca and her children Natalie & Raynon
Kristen, Priscilla
Audrey, Tesla
Deja

Karen's House
Kayla, Chris, Leah
Carissa, Melanie

Bethel House
*Lisa
Crystal T, Tristian
Tara, Melinda

Single Mother's Program
-Amanda & her son Carter
-Lindsey & her daughter Alliana

* = Sr. Resident

JOURNEYS NEWSLETTER

The Healing House Story

My name is Heather Gieck, I am the founder of The Healing House and New Beginnings Ministry, and I am a life that has been forever changed. I am a **person in Long-term Recovery from Substance Use Disorder**. I was incarcerated at the age of 35. It was in prison that my heart was changed and my mind was renewed, through the Living Word and by His Spirit. Upon my release I entered into a faith-based 12 step recovery program, and it was there that I learned how to apply the 12 steps (spiritual in nature) to my life. MY LIFE HAS NEVER BEEN THE SAME. After I commenced the program (1 year), I became a House Manager for the women's program and spent the next two years running a house, mentoring women, and presenting the 12 steps. Upon my return home, God placed a vision in my heart, The



Healing House and New Beginnings. I have been given the privilege to give back what has been so graciously given to me.

Donations may be sent to:

P.O. Box 1682 JC MO 65102

The THH&NB is a community of recovery filled with recovery-minded women with willing hearts, disciplined minds, and positive attitudes. The women of this house are quickened to make positive changes. We abound in Love, Mercy and Grace. **We are a Success.**



Founder, Executive Director:

Heather Gieck

417/559-7068

hgieck@thehealinghouseandnewbeginnings.org

Board of Directors:

Mark Saucier, President

Brenda Schell, Vice President

Don Smith, Treasurer

Shannon Kimsey, Secretary

Lisa Mendez

Jo Lynn Dubea

The Healing House

And New Beginnings, Inc.



“Changed hearts lead to changed lives. Changed lives lead to changed communities.”

P.O 1682

Jefferson City, MO 65102-1682

thehealinghouseandnewbeginnings.org

Housing Request: 573/645-2501

housing@thehealinghouseandnewbeginnings.org

Accredited by: MO Coalition of Recovery Support Providers
National Alliance for Recovery Residences Affiliated

Mission Statement

To rebuild shattered lives through a "Program of Action" by teaching spiritual principles which are rooted and grounded in the Holy and Living Word of God.

Vision Statement

To equip and empower women who have experienced extraordinary life struggles to make an effectual change in their lives, families and communities through the application of spiritual principles rooted in God's unconditional love and grace.

Core Values

We are a **Christian based ministry.**

Prayer is an integral part of who we are.

We value the **Living Word**, it is the **foundation** upon which we build our lives.

We value an **uncompromising message of recovery** leading to **salvation.**

We follow Christ's example of valuing the **poor and needy.**

We value **unity** of the body of Christ.

We value **transformation** in the lives of people and communities.

We value building Christ-like **relationships.**

We value continually **maturing** in our capacity to meet people's needs.

The Healing House and New Beginnings, Inc. is a 501(c)3 non-profit Christ-centered recovery ministry designed to help women recover from a hopeless state of mind and body, grow in their faith in Christ and in their responsibility to the community.

The Healing House and New Beginnings Offers:

Recovery

A Program of Action

2 hour class meeting one night per week for 5 weeks, a live presentation of the 12 steps as presented in the Big Book of Alcoholics Anonymous.

Seeking Safety (trauma/substance use)

Codependency & more.....

Mentoring

Personal Relationships leading to recovery, recovery leading to salvation

Spiritual Growth

A relational ministry program to develop and enhance spiritual growth/

Bible-based spiritual growth classes/
local church involvement

Housing and Life Skills

Residents will be provided safe and affordable housing.

Residents will be assisted with searching and securing employment.

Residents will attend Life Skills classes based upon their needs.

Physical Growth

Residents will learn the importance of a healthy diet, daily exercise, and the effect it has in and on the body.

Classes are held weekly from 6:00-8:00 pm

WE ARE A 501(c)3 NON-PROFIT RECOVERY MINISTRY, DONATIONS ARE TAX DEDUCTIBLE

"Whoever comes to me and hears my sayings and does them, I will show you whom he is like: He is like a man building a house, who dug deep and laid the foundation on the rock. And when the flood arose the stream beat vehemently against that house, and could not shake it, for it was founded on the rock." (Luke 6:47-48)

City of Jefferson

Department of Planning & Protective Services
320 E. McCarty St.
Jefferson City, MO 65101



Ron Fitzwater, Mayor

Clint Smith, AICP, Director
Phone: 573-634-6410
Fax: 573-634-6457

December 26, 2024

Dear Property Owner:

This letter is to notify you that the Jefferson City Planning and Zoning Commission will meet at 5:15 p.m. on Thursday, January 9, 2025 in the Council Chambers of the John G. Christy Municipal Building, 320 East McCarty Street to consider the following matters (see map on back):

Case No. P25001 – 1106 Saint Marys Boulevard, Rezoning from RA-2 High Density Residential to PUD Planned Unit Development and Preliminary and Final Planned Unit Development (PUD) Plan. Request filed by Old Paths Baptist Church of Jefferson City, property owner, and The Healing House and New Beginnings, Inc., applicant, for rezoning of approximately 0.46 acre from RA-2 High Density Residential to PUD Planned Unit Development and a Preliminary and Final PUD Planned Unit Development Plan to permit a use of the property's existing structure for office and recovery support service classroom space. The property is located on the north side of Saint Marys Boulevard 100 feet east of Kansas Street and is described as Dulle's Addition Lots 19 and 20, in the City of Jefferson, Cole County, Missouri.

As a nearby landowner and/or neighbor, you are being provided notice of this hearing. Unfortunately, we are unable to record comments received by telephone, however, written comments may be directed to the Planning and Zoning Commission in one of the following ways:

e-mail: JCPlanning@jeffersoncitymo.gov
fax: Dept. of Planning and Protective Services / Planning Division 573-634-6457
mail: Dept. of Planning and Protective Services / Planning Division
John G. Christy Municipal Building, 320 E. McCarty Street Jefferson City, MO 65101

Written comments received on or before 1:00 p.m. on the day of the meeting will be made a part of the official record and copied and distributed to Commission members at the meeting. Those unable to provide written comments in advance are invited to deliver their comments to the Commission Chairman only at the meeting. Correspondence received after 1:00 p.m. on the day of the meeting will be included in the official record, but there is no guarantee that copies will be made for distribution to all Commission members.

For your information, this case is tentatively scheduled for a public hearing in front of the City Council on February 17, 2025. The City Council meets at 6:00 p.m. in the Council Chambers of the John G. Christy Municipal Building, 320 East McCarty Street.

Information regarding this case may be viewed on the Planning and Zoning Commission webpage at: https://www.jeffersoncitymo.gov/government/planning/planning_and_zoning_commission.php

Please contact the Planning and Zoning Division via phone at 573.634.6573 with pertinent questions.

Best Regards,

Kortney Bliss
Planner 1
City of Jefferson, Missouri

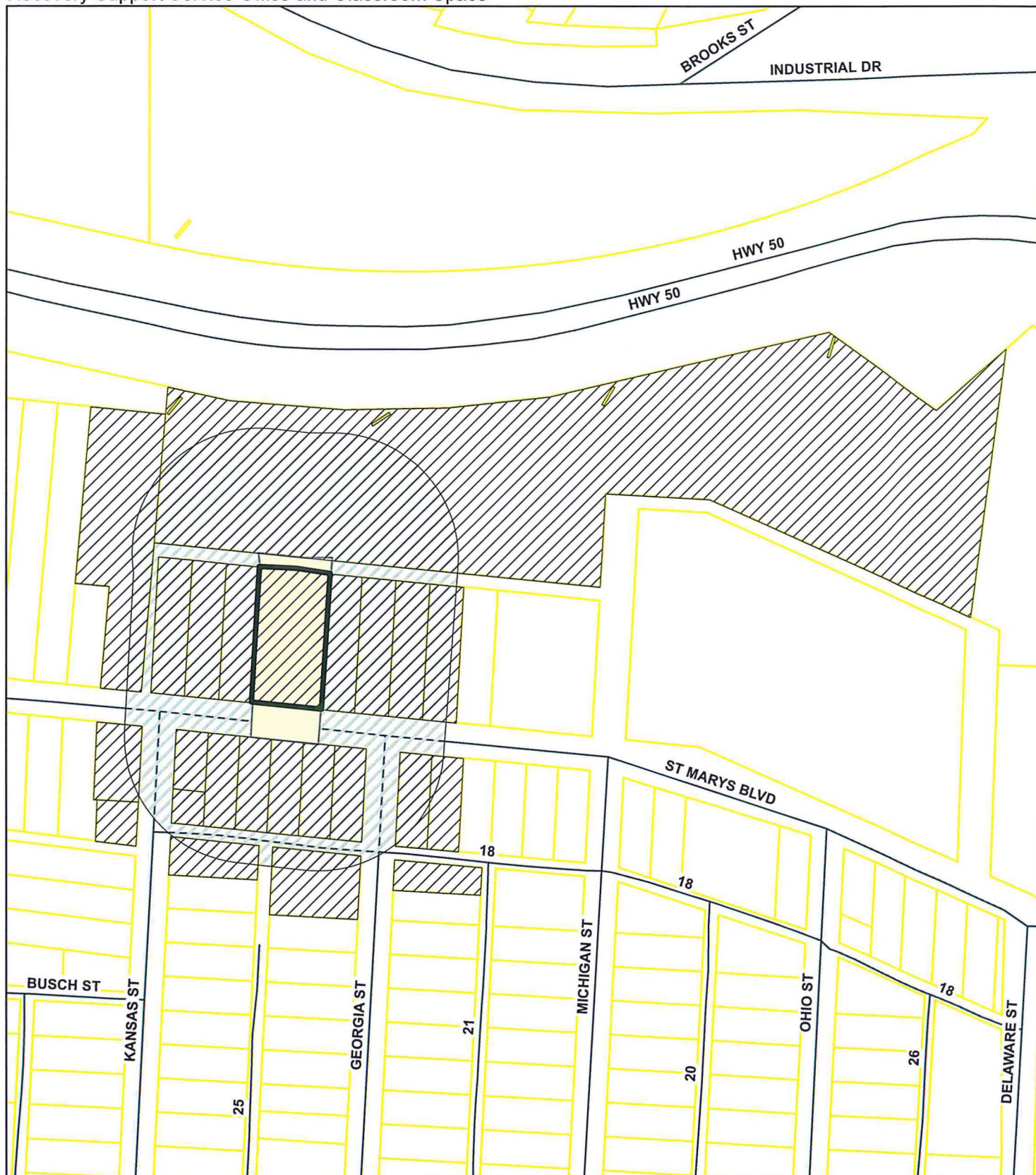
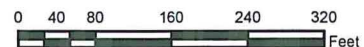
Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.

Please call (573) 634-6410 with questions regarding agenda items.



Case No. P25001
1106 Saint Marys Boulevard
Rezoning and Preliminary and Final PUD Plan
Recovery Support Service Office and Classroom Space

185 ft. Notification Buffer



Jefferson City Planning and Zoning Commission

Property Owner List

Case No. P25001

1106 Saint Marys Boulevard

12/26/2024

1012 ST MARYS L L C
235 SCHAEFER CT
JEFFERSON CITY, MO 65101
1012 ST MARYS BLVD MO 65109

CHAIDEZ CABRALES, PEDRO DE
VERANO
& MARIA CELIA CHAIDEZ
1102 ST MARYS BLVD
JEFFERSON CITY, MO 65109-1479
1102 ST MARYS BLVD MO 65109

ASAHLS 1111 ST MARYS BLVD L L C
5728 HENWICK LN
JEFFERSON CITY, MO 65109
1111 ST MARYS BLVD MO 65109

CHAIDEZ, SEVERINO C
1102 ST MARYS BLVD
JEFFERSON CITY, MO 65109-1479
1109 ST MARYS BLVD MO 65109

BECKMANN, BRIAN & EMILIA TRUSTEES
1102 CIMARRON DR
JEFFERSON CITY, MO 65109
1113 ST MARYS BLVD MO 65109

HALL, DAVID J
117 WOODRIDGE DR
JEFFERSON CITY, MO 65101
1107 ST MARYS BLVD MO 65109

BELT, Z SUE & RICHARD WAYNE;
SCHLOTTER, JASON MATTHEW
610 GEORGIA ST
JEFFERSON CITY, MO 65109
610 GEORGIA ST MO 65109

HEADRICK PROPERTIES INC
ONE FREEDOM SQ
LAUREL, MS 39440-3325
1000 ST MARYS REAR BLVD MO 65109

BRAVO LIVING L L C
1204 MAJOR DR
JEFFERSON CITY, MO 65101
1201 ST MARYS BLVD MO 65109

HILL VIEW ENTERPRISES L L C
907 MARTIN WAY
JEFFERSON CITY, MO 65109
1014 ST MARYS BLVD MO 65109

CASEY, PIERRE D JR & JOCELYN M
1200 ST MARYS BLVD
JEFFERSON CITY, MO 65109
1200 ST MARYS BLVD MO 65109

HOLTKAMP, CODY
HOLTKAMP, CHARLOTTE
213 SUMMERTREE LN
HOLTS SUMMIT, MO 65043
1101 ST MARYS BLVD MO 65109

Jefferson City Planning and Zoning Commission

Property Owner List

Case No. P25001

1106 Saint Marys Boulevard

12/26/2024

MAJERSKY - DAVIS, TERESA A &
DAVIS, ERIC V
608 KANSAS ST
JEFFERSON CITY, MO 65109
608 KANSAS ST MO 65109

REED, JOHN MICHAEL
BUSCHER, RONALD O & JUDY SLOTE
605 KANSAS ST
JEFFERSON CITY, MO 65109
605 KANSAS ST MO 65109

MUSHRUSH, LOIS J
TRUSTEE
1105 ST MARYS BLVD
JEFFERSON CITY, MO 65109
1105 ST MARYS BLVD MO 65109

ROESCH, JOHN L
1202 ST MARYS BLVD
JEFFERSON CITY, MO 65109
1202 ST MARYS BLVD MO 65109

OLD PATHS BAPTIST CHURCH
OF JEFFERSON CITY
5505 HERITAGE HWY
JEFFERSON CITY, MO 65109
1106 ST MARYS BLVD MO 65109

SCHROER, JOSEPH A
8609 W ST MARTINS BLVD
CENTERTOWN, MO 65023
1114 ST MARYS BLVD MO 65109

PAUGH, BETTIE R
611 KANSAS ST
JEFFERSON CITY, MO 65109
611 KANSAS ST MO 65109

TREMAINE, SHAWN D
611 GEORGIA ST
JEFFERSON CITY, MO 65109
611 GEORGIA ST MO 65109

PORTER, JAMES L SR & LEANNA
1013 ST MARYS BLVD
JEFFERSON CITY, MO 65109
1013 ST MARYS BLVD MO 65109

YUTZY, PERRY
57 MEADOW LN
LINN, MO 65051
1110 ST MARYS BLVD MO 65109

RACKERS, WAYNE L
7315 CASTLE ROCK RD
JEFFERSON CITY, MO 65109
1011 ST MARYS BLVD MO 65109

PUBLIC HEARING/BILL SUMMARY

BILL NO: 2025-075

SPONSOR: Councilmember Hoselton

SUBJECT: Rezoning 0.50 acre located at 413 and 417 East Capitol Avenue from MU-1 Mixed Use to PUD Planned Unit Development and Preliminary PUD Plan for Renovation of the existing building at 413 East Capitol Avenue for a Restaurant with Patio. (Planning and Zoning Commission Case No. P25002)

DATE INTRODUCED: February 3, 2025

PUBLIC HEARING: February 18, 2025

DEPARTMENT DIRECTOR(S): 

CITY ADMINISTRATOR: 

Staff Recommendation: Approve.

Summary: Standard ordinance approving a Zoning Map Amendment and Preliminary PUD Plan.

Origin of Request: Property owner, through the Planning and Zoning Commission.

Department Responsible: Department of Planning and Protective Services.

PERSON RESPONSIBLE: CLINT SMITH/Eric Barron

Background Information: This bill would rezone two tracts consisting of 0.50 acre from MU-1 Mixed Use to PUD Planned Unit Development and approve a PUD Development plan to convert the existing structure into a restaurant with outdoor patio; restaurants are not a current permitted use in the MU-1 district. The development plan includes substantial interior renovations of the structure and minor exterior renovations that are consistent with the historic overlay district. An existing driveway will be removed and a new one-way driveway installed to access the rear parking area from Capitol Avenue. Please see case packet materials for more information.

Planning and Zoning Commission Review: The Planning and Zoning Commission reviewed the application for Rezoning and a Preliminary PUD Plan at their meeting on January 9, 2025. The motion to recommend approval to the City Council PASSED on a vote of 8 in favor and 0 against.

Public Notice: Standard public notice procedures were followed in advance of the Planning and Zoning Commission meeting and the City Council meetings. This includes (1) publication of the public notice agenda in the Jefferson City News Tribune 15 days in advance of the hearing on the case; (2) notification by letter to adjoining and affected property owners within 185 feet, and (3) posting of a sign at the property announcing the date and time of the hearing 10 to 15 days in advance of the hearing.

Public Comment Received:
No public comments received.

Fiscal Information: \$974.00 in application fees were received.

Planning & Zoning Commission Recommendation: Approve.

BILL NO. 2024-075

SPONSORED BY Councilmember Hoselton

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF JEFFERSON, MISSOURI, CHANGING, AMENDING, AND MODIFYING THE ZONING MAP OF THE ZONING CODE OF THE CITY OF JEFFERSON BY REZONING 0.50 ACRE OF LAND LOCATED AT 413 AND 417 EAST CAPITOL AVENUE FROM MU-1 MIXED USE TO PUD PLANNED UNIT DEVELOPMENT AND APPROVING A PRELIMINARY PUD PLAN.

WHEREAS, it appears that the procedures set forth in the zoning code relating to zoning and PUD Plans have in all matters been complied with.

NOW, THEREFORE, BE IT ENACTED BY THE COUNCIL OF THE CITY OF JEFFERSON, MISSOURI, AS FOLLOWS:

Section 1. The following described real estate, being located in the City of Jefferson in Cole County, Missouri is rezoned from MU-1 Mixed Use to PUD Planned Unit Development:

413 East Capitol. Part of Inlot No. 119, in the City of Jefferson, Cole County, Missouri, more particularly described as follows: Beginning at the southeasterly corner of said Inlot; thence westerly along the southerly line thereof, 60 feet 2-1/2 inches; thence northerly parallel with the easterly line thereof, 198 feet 9 inches, to a public alley; thence easterly along said public alley, 60 feet 2-1/2 inches, to the easterly line of said Inlot; thence southerly along the easterly line of said Inlot, 198 feet 9 inches, to the point of beginning. Containing 0.27 acre, more or less; and,

417 East Capitol Avenue: The westerly half of Inlot No. 120, in the City of Jefferson, Cole County, Missouri, more particularly described as follows: Beginning at the southwesterly corner of said Inlot 120; thence northerly along the westerly line of said Inlot, 198 feet 9 inches, to the public alley; thence easterly along said alley, 52 feet 2-1/4 inches; thence southerly parallel with the westerly line of said Inlot, 198 feet 9 inches, to the southerly line of said Inlot; thence westerly along Main Street and the southerly line of said Inlot, 52 feet 2-1/4 inches, to the point of beginning. Containing 0.23 acre, more or less. Containing, in all, 0.5 acres, more or less.

Section 2. The Preliminary PUD Plan, on file as Case No. P25002 in the Jefferson City Planning Division, is hereby approved for the above-described real estate.

Section 2. Permitted Land Uses. Permitted land uses for the property shall be limited to Restaurant with Outdoor Patio and the permitted uses of the MU-1 Mixed Use zoning district. Site elements such as signage and lighting shall adhere to the allowances of the MU-1 Mixed Use zoning district.

Section 3. This ordinance shall be in full force and effect from and after its passage and approval.

Passed: _____

Approved: _____

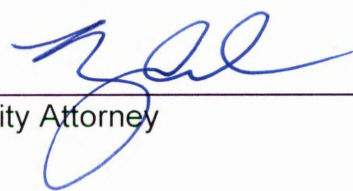
Presiding Officer

Mayor Ron Fitzwater

ATTEST:

APPROVED AS TO FORM:

City Clerk



City Attorney

**Jefferson City
Planning & Zoning Commission**

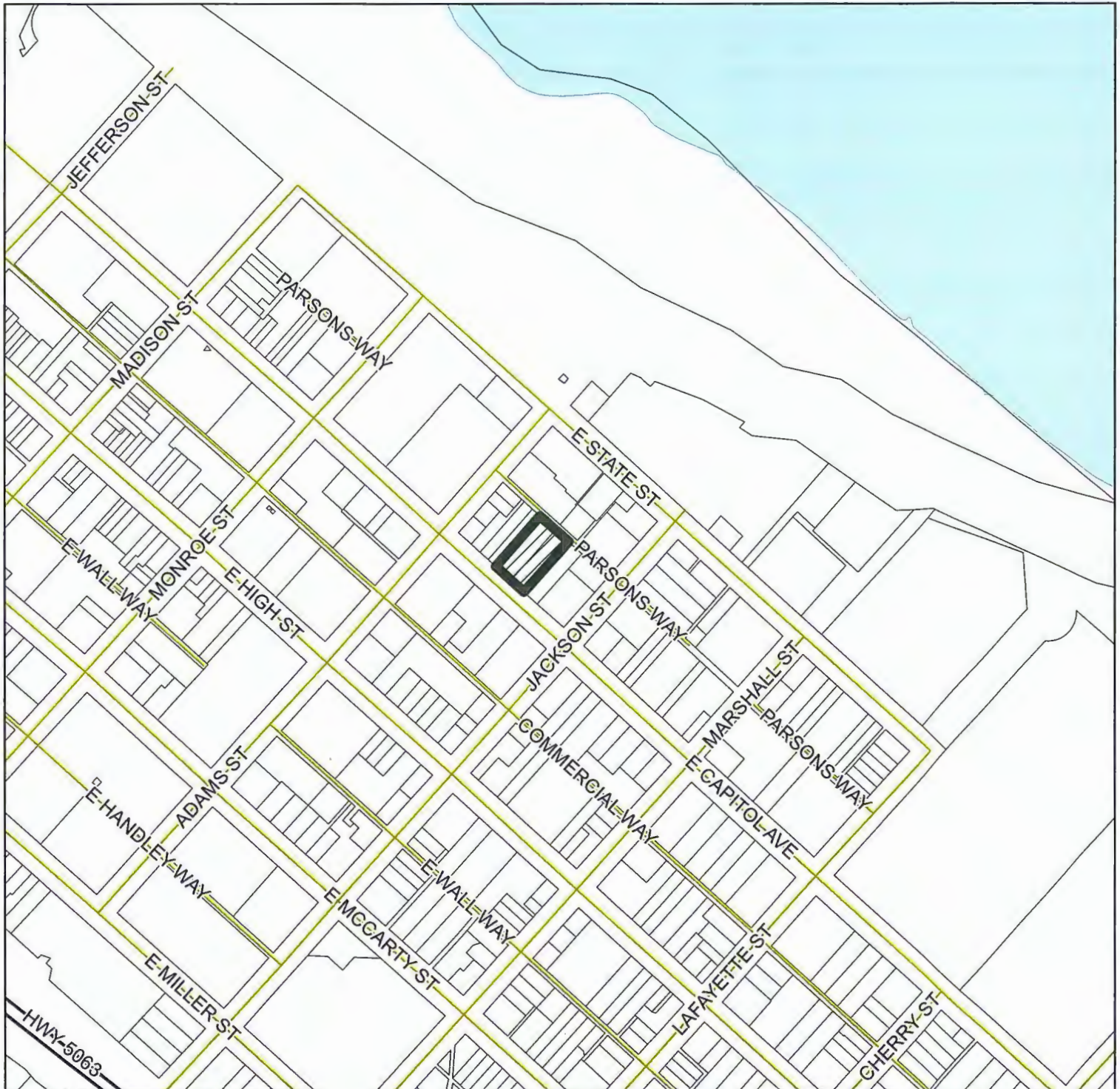
January 9, 2025

**Case No. P25002
413 and 417 East Capitol Avenue**

**GKS Management LLC and City of Jefferson
Rezoning and Preliminary PUD Plan
Renovation of Existing Building for Restaurant with Patio**

City of Jefferson Planning and Zoning Commission

VICINITY



Case No. P25002
413 and 417 East Capitol Avenue
Rezoning and Preliminary PUD Plan
Restaurant with Patio

0 145 290 580 Feet



City of Jefferson Planning & Zoning Commission

LOCATION MAP



Case No. P25002
413 and 417 East Capitol Avenue
Rezoning and Preliminary PUD Plan
Restuarant with Patio

0 30 60 120 Feet



PLANNING STAFF REPORT
JEFFERSON CITY PLANNING AND ZONING COMMISSION
January 9, 2025

Case No. P25002 – 413 and 417 East Capitol Avenue, Rezoning from MU-1 Mixed Use to PUD Planned Unit Development and Preliminary Planned Unit Development (PUD) Plan. Request filed by GKS Management LLC, property owner, (413 East Capitol Avenue) and City of Jefferson, property owner, (417 East Capitol Avenue) for the rezoning of approximately 0.50 acre from MU-1 Mixed Use to PUD Planned Unit Development and a Preliminary PUD Planned Unit Development Plan to permit renovation of an existing structure on 413 East Capitol Avenue into a restaurant with outdoor patio. The property is located on the north side of East Capitol Avenue approximately 200 feet east of Adams Street and is described as Part of Inlot No. 119 and the westerly half of Inlot No. 120, in the City of Jefferson, Cole County, Missouri.

Nature of Request

The purpose of the request is to redevelop the existing structure at 413 East Capitol Avenue into a restaurant. The existing MU-1 zoning does not list restaurants as a permitted use. The developer is pursuing a PUD zoning to accommodate the development plan for the property. As a part of the on-going effort to redevelop Capitol Avenue, City Council recently approved the subject properties' acquisition and development by GKS Management LLC.

The property is located within the Capitol Avenue Overlay District and rehab of the existing structure is planned to be in compliance with the specifications of the overlay district. The development agreement is subject to compliance with the Zoning Ordinance.

Review and Approval Process:

Both Preliminary PUD Plan and rezoning requests are reviewed by the Planning and Zoning Commission. The Planning and Zoning Commission makes a recommendation to the City Council regarding these requests. The City Council comes to a final decision.

Zoning History

The properties were rezoned to MU-1 Mixed Use and NC Neighborhood Conservation Overlay District when said zoning districts were created in 2017.

Zoning and Surrounding Land Use

Current Zoning: RA-2 Current Use: Vacant Residential Structure
Proposed Zoning: PUD Intended Use: Restaurant with Outdoor Patio

	Surrounding Zoning	Surrounding Uses
North	C-O, MU-1, NC, & PUD	Office, Group Housing, Multi Family Residential
South	C-3, MU-1, & NC	Office, Vacant Residential, Parking
East	MU-1 & NC	Multi Family Residential
West	MU-1 & NC	Church, Multi Family Residential, Vacant Residential

Review Criteria for Rezoning:

Section 35-74 B.4 lists review criteria for consideration of an amendment to the zoning map. The applicant has provided written responses to the review criteria for a rezoning. See attached application materials. City staff have also provided responses to the review criteria as follows:

Staff Analysis of Rezoning Proposal:

Standard checklist for rezoning:	Yes	No	Notes:
The existing zoning was in error at the time of adoption.		X	The purpose of the MU-1 zoning district permits the co-existence of a number of different use types including low impact commercial and residential.
There has been a change in character in the area due to installation of public facilities, other zone changes, new growth trends, neighborhood deterioration, or development transitions.	X		The Capitol Avenue area is in process of redevelopment and the proposed rezoning and PUD Plan for the properties could align with such area redevelopment progression.

Standard checklist for rezoning:	Yes	No	Notes:
There is a community need for the proposed rezoning.	X		The rezoning and PUD Plan would utilize an existing structure to redevelop the property and give opportunity for a commercial entity within the neighborhood and greater downtown area.
The proposed change is consistent with, and in furtherance of, the implementation of the goals and policies of the comprehensive plan, other adopted plans, and the policies, intents and requirements of this ordinance and other City regulations and guidelines	X		The rezoning and related PUD Plan request could help address comprehensive plan goals under categories such as economic development and land use. The request is subject to all applicable requirements and regulations.
The proposed zoning is compatible with the zoning and uses of property nearby.	X		Low impact commercial uses are a part of the MU-1 district's purpose.
Public and community facilities, which may include, but are not limited to, sanitary and storm sewers, water, electrical service, police and fire protection, schools, parks and recreation facilities, roads, libraries, and solid waste collection and disposal, are available and adequate to serve uses authorized under the proposed zoning.	X		Necessary utilities and services exist within the area to serve both the subject property and surrounding properties.
A traffic impact analysis has been provided to indicate the potential number of new trips generated and provisions are provided to mitigate impacts of high traffic-generating projects	N/A		A traffic impact study is not required as traffic produced from the use is anticipated to be under the 100 peak hour threshold with a total ~ 19 peak hour trips anticipated to be generated from the use.
Authorized uses shall not adversely affect the capacity or safety of the street network in the vicinity of the property.	X		The nearby road network should have the capacity in order to facilitate the low traffic volume anticipated for the use.
Potential environmental impacts (e.g., excessive storm water runoff, water pollution, air pollution, noise pollution, excessive lighting, or other environmental harms) of authorized uses shall be mitigated.	X		Renovation of the existing structure and overall redevelopment of the site is anticipated to be of low environmental impact.
There is an adequate supply of land available in the subject area and the surrounding community to accommodate the zoning and community needs.	X		The properties have street frontage along East Capitol Avenue and consists of ½ acre.
Benefits shall be derived by the community or area proposed to be rezoned	X		Rezoning of the properties for the proposed restaurant would result in a redevelopment which could serve the surrounding area.

Staff Analysis of Preliminary PUD Plan

Below is an analysis of the PUD Plan.

Allowed Uses: Permitted uses of this PUD Plan include restaurant and uses permitted in the underlying MU-1 zoning district recommended by staff.

Building Composition: New white vinyl windows are proposed. Updates to features such as the porch, trimming, interior wall surfacing, and flooring are have occurred or are proposed as outlined within the PUD Plan narrative.

Buffering and Landscaping: No new buffering is proposed.

Ingress/Egress: Vehicular access will be via a one-way driveway from East Capitol Avenue and alley access from East Parsons Way.

Lighting: No new lighting is detailed as a part of the plan.

Parking: Parking currently located at the rear of the properties will remain to serve the restaurant.

Signage: No new signage is noted in the plan materials. Signage would need to conform to applicable regulations. The MU-1 zoning district permits up to 24 sf for both building mounted signs and freestanding signs.

Traffic Analysis: Based on the anticipated use peak hour trips generation derived from the ITE manual, a traffic impact study (required when a use is determined to produce 100 peak hour trips) is not required.

Utilities: No major alterations or additions are proposed. All alterations or additions to utilities such as sanitary sewer, stormwater management, plumbing, and electrical work will need to meet City Code standards and will be reviewed by staff in Final PUD Plan review, inspection, and permitting processes.

Fire Safety and Prevention: Hydrants exist along Capitol Avenue.

Staff Analysis

Rezoning to the PUD Planned Unit Development zoning district and the proposed Preliminary PUD Plan would serve the purpose of using an existing historic structure for renovation into a restaurant with patio. This proposed use would benefit the community while being generally compatible with the uses already in the area.

Recommended Form of Motion

Motion to recommend approval of the requested rezoning and PUD Plan with the following conditions:

- i. Establish an underlying zoning district of MU-1 Mixed Use for the purposes of determining site elements such as future permitted land use, signage, and lighting with the addition of a restaurant with outdoor seating/patio as a permitted use.



City of Jefferson
Department of Planning & Protective Services
320 E. McCarty Street
Jefferson City, MO 65101
Phone: 573-634-6410
JCPlanning@jeffersoncitymo.gov
www.jeffersoncitymo.gov

APPLICATION FOR PLANNED UNIT DEVELOPMENT (PUD)

- ☐ Concept PUD Plan
☒ Preliminary PUD Plan
☐ Final PUD Plan

- ☐ Amendment to Final PUD Plan
☐ Amendment to Final PUD Plan for Signage

PUD Project Name: GKS Management - 413 Redevelopment

Street Address: 413 and 417 Capitol Avenue

Legal Description: (as follows or is attached) See Attached

Please attach or include the following:

- Typed project narrative describing the type and character of the development, including land uses, acreage, proposed residential densities or commercial floor area (FAR); public or private open space, amenities or recreation areas to be provided; sidewalks and pedestrian ways; parking areas; deviations from minimum design standards of Section 35-51; and other information required by Section 35-74 or applicable sections of the Zoning Code. The project title and location must be included upon every page. Number all pages and attachments.
- Site Plan and/or Development Plan, as applicable.
- Preliminary or Final Subdivision Plat or Declaration of Condominium Association, as applicable;
- Draft of Covenants, Conditions and Restrictions, as applicable;
- Traffic impact analysis, if required by Section 35-60;
- Signage Plan, including type, locations and dimensions of all proposed signs;
- Landscaping and Screening Plan;
- Lighting Plan, including pole heights, type of fixtures or luminaries, and foot candles;
- Project Phasing Plan (if applicable)
- Application Filing Fee = \$524 + \$200 advertising fee + \$250 rezoning fee (if applicable)
(Revised July 1, 2024)

Application Information:

Property Owner: GKS Management LLC

Address 1222 Elmerine Ave.

Phone Number(s): 573-418-8040

Applicant Name (if different from owner): _____

Address _____

Phone Number(s): _____

Consultant Name: _____

Address: _____

Phone Number(s): _____

The attached information accurately represents this proposed project

[Signature]
Property Owner Signature

Shane Kampeter/President GKS Management LLC

Printed Name/Title

12/06/2024

Date

Consultant Signature

Printed Name/Title

Date

For Staff Use Only: Application Filing Fee Received 924 - Credit Card Amount _____

☐ Check # _____

Attachments: Narrative ☐ Site Plan ☐ Applicant/Project Information Sheet ☐ *Note other information submitted on back page

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.



City of Jefferson
Department of Planning & Protective Services
320 E. McCarty Street
Jefferson City, MO 65101
Phone: 573-634-6410
JCPlanning@jeffersoncitymo.gov
www.jeffersoncitymo.gov

APPLICATION FOR PLANNED UNIT DEVELOPMENT (PUD)

- ☐ Concept PUD Plan
☒ Preliminary PUD Plan
☐ Final PUD Plan

- ☐ Amendment to Final PUD Plan
☐ Amendment to Final PUD Plan for Signage

PUD Project Name: GKS Management - 413 Redevelopment

Street Address: 413 and 417 Capitol Avenue

Legal Description: (as follows or is attached) See Attached

Please attach or include the following:

- Typed project narrative describing the type and character of the development, including land uses, acreage, proposed residential densities or commercial floor area (FAR); public or private open space, amenities or recreation areas to be provided; sidewalks and pedestrian ways; parking areas; deviations from minimum design standards of Section 35-51; and other information required by Section 35-74 or applicable sections of the Zoning Code. The project title and location must be included upon every page. Number all pages and attachments.
- Site Plan and/or Development Plan, as applicable.
- Preliminary or Final Subdivision Plat or Declaration of Condominium Association, as applicable;
- Draft of Covenants, Conditions and Restrictions, as applicable;
- Traffic impact analysis, if required by Section 35-60;
- Signage Plan, including type, locations and dimensions of all proposed signs;
- Landscaping and Screening Plan;
- Lighting Plan, including pole heights, type of fixtures or luminaries, and foot candles;
- Project Phasing Plan (if applicable)
- Application Filing Fee = \$524 + \$200 advertising fee + \$250 rezoning fee (if applicable)
(Revised July 1, 2024)

Application Information:

Property Owner: City of Jefferson

Address 320 E. McCarty Street Jefferson City, MO 65101

Phone Number(s): _____

Applicant Name (if different from owner): GKS Management LLC (Shane Kampeter, President)

Address 1222 Elmerine Avenue

Phone Number(s): 573-418-6040

Consultant Name: _____

Address: _____

Phone Number(s): _____

The attached information accurately represents this proposed project

Brian Crane
Property Owner Signature

Brian Crane, City Administrator

Printed Name/Title

12/11/2024

Date

Consultant Signature

Printed Name/Title

Date

For Staff Use Only: Application Filing Fee Received _____ Amount _____ ☐ Check # _____

Attachments: Narrative ☐ Site Plan ☐ Applicant/Project Information Sheet ☐ *Note other information submitted on back page

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.

413 East Capitol

The building use will change from a duplex to a restaurant.

The outside will remain the same besides new white vinyl windows. There is a new roof. The outside brick will stay the same and the front porch trim, soffit, and ceiling has been replaced to match what was there. The front doors and stain glass will remain the same. The driveway will be removed and that space and the lot next to it (417) will become an outdoor patio area with seating for the restaurant. The driveway will be moved one the far side of 417 closer to 419. The parking lot in the back of 413, 417, and 419 will be parking.

The inside is currently set up as a duplex. The new plan is to gut the entire structure and remove all the walls on the first floor so it will be an open concept. The front rooms on each side will be kept along with the pocket doors. The rest of the building will have a beam with 3 post. Three 8' openings will be cut into the middle wall to allow pass throughs so that the entire first floor becomes one space. On the left back side the bathrooms will be placed and part of the kitchen. On the back right side the rest of the kitchen will be. The bar and counter will also be on the right side. There will be a door going out to the patio on the right side which will also act as the handicap accessible access. One set of stairs going to the second floor will be removed.

The plaster on the walls will be removed and the brick will be exposed. The original trim will be used on all areas where trim is needed. Hardwood floor will be installed to match the existing floors. Both fireplaces will remain and turned into gas fireplaces.

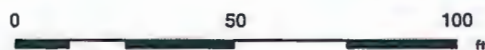


Cole County, Missouri

Map Title



City of Jefferson, Missouri



Notes:

Legend

- ▲ Address
- Land Hook
- ▭ City Limits
- ▭ County Boundaries
- ▭ Parcels
- ▭ Subdivisions

Parcel data is for assessment purposes only. It is not a legal survey and does not purport to represent a property boundary survey of the parcels shown. It should not be used for conveyances or the establishment of property boundaries. Do not use for navigation.

Printed on 12/06/2024



City of Jefferson
Department of Planning & Protective
Services 320 E. McCarty Street
Jefferson City, MO 65101
Phone: 573-634-6410
JCPlanning@jeffersoncitymo.gov
www.jeffersoncitymo.gov

APPLICATION FOR ZONING AMENDMENTS

1. The undersigned hereby petitions the Planning and Zoning Commission and City Council of the City of Jefferson, Missouri, for the following amendment to the Zoning Code:

☒ Map Amendment ☐ Text Amendment (Include description of proposed text amendment)

Property Address: 413 and 417 Capitol Avenue

2. Applications for Map amendments shall include a location map and legal description.

3. This petition requests to rezone the above described real estate from its present classification of MU-1

PUD
district to _____ district. The purpose of this rezoning request is to:
Renovate existing building for Restaurant use with Patio.

4. Filing fee: Map Amendment = \$672. Text Amendment = \$462.

5. Required Findings: Applicant responses to the required findings shall be noted in Addendum A and vary based on type of request.

6. The undersigned certify to be all of the owner(s) of the above described property and that the submitted information (including all attachments to this application) is true and correct. (All owners of this property must sign and the signatures must be notarized).

[Signature]
Property Owner Signature

Shane Kampeter/President GKS Management LLC
Printed Name/Title (type or print)

Property Owner Signature

Printed Name/Title (type or print)

Subscribed and sworn before me this 6th day of December, 2024.

BREYONNA SUE KLEFFNER
Notary Public, Notary Seal
State of Missouri
Callaway County
Commission # 24071728

Breyonna Sue Kleffner
Notary Public

For City Use Only:

(Revised July 1, 2024)

Application Filing Fee: Map Amendment = \$672 (\$472 + \$200 Advertising Fee)
Text Amendment = \$462 (\$262 + \$200 Advertising Fee)

Application Filing Fee Received: _____ Cash (receipt # _____) ☐ Check (copy; check # _____)

Attachments: ☐ Addendum A ☐ Map ☐ Applicant/Project Information Sheet

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.



City of Jefferson
Department of Planning & Protective
Services 320 E. McCarty Street
Jefferson City, MO 65101
Phone: 573-634-6410
JCPlanning@jeffersoncitymo.gov
www.jeffersoncitymo.gov

APPLICATION FOR ZONING AMENDMENTS

1. The undersigned hereby petitions the Planning and Zoning Commission and City Council of the City of Jefferson, Missouri, for the following amendment to the Zoning Code:

☒ Map Amendment ☐ Text Amendment (Include description of proposed text amendment)

Property Address: 417 E. Capitol Avenue

2. Applications for Map amendments shall include a location map and legal description.

3. This petition requests to rezone the above described real estate from its present classification of MU-1
PUD
district to _____ district. The purpose of this rezoning request is to:
Accommodate transfer of property to neighboring owner and redevelopment (PUD Plan)

4. Filing fee: Map Amendment = \$672. Text Amendment = \$462.

5. Required Findings: Applicant responses to the required findings shall be noted in Addendum A and vary based on type of request.

6. The undersigned certify to be all of the owner(s) of the above described property and that the submitted information (including all attachments to this application) is true and correct. (All owners of this property must sign and the signatures must be notarized).

Brian Crane
Property Owner Signature

Brian Crane, City Administrator
Printed Name/Title (type or print)

Property Owner Signature

Printed Name/Title (type or print)



Subscribed and sworn before me this 11 day of December, 2024
Emily D. Nelson
Notary Public

For City Use Only:

(Revised July 1, 2024)

Application Filing Fee: Map Amendment = \$672 (\$472 + \$200 Advertising Fee)
Text Amendment = \$462 (\$262 + \$200 Advertising Fee)

Application Filing Fee Received: _____ Cash (receipt # _____) ☐ Check (copy; check # _____)

Attachments: ☐ Addendum A ☐ Map ☐ Applicant/Project Information Sheet

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.

Jefferson City Zoning Amendment Application
Addendum A – Review Criteria
To be used to support zoning amendment requests.
(Section 35-74.B.4)

Property Address 413 and 417 Capitol Avenue

Applicant Name GKS Management LLC

Provide responses to the following required findings by selecting all criteria that apply to your request. State all reasons for your answer and use additional pages to complete your answer if necessary.

A. The existing zoning was in error at the time of adoption. *Explain.*

The proposed rezoning would accommodate a small scale restaurant use in the MU-1 district.

B. There has been a change in character in the area due to installation of public facilities, other zone changes, new growth trends, neighborhood deterioration, or development transitions. *Explain the change and be specific on which public facilities, other zone changes, new growth trends, neighborhood deterioration, or development transitions that effected the change.*

There has been significant change in the character of the area. This rezoning would accommodate a small scale restaurant use within the redeveloping area.

C. There is a community need for the proposed rezoning.

(i.) *What will the proposed zoning be?*

PUD - Restaurant

(ii.) *Why does the community need this zoning?*

A small scale restaurant would be supportative of the redevelopment of this area and a similar use to the neighboring downtown area.

D. The proposed change is consistent with, and in furtherance of, the implementation of the goals and policies of the Comprehensive Plan, other adopted plans, and the policies, intents and requirements of this Ordinance and other City regulations and guidelines.

The Comprehensive Plan is supportative of the redevelopment of the area and small scale commercial uses on Capitol Avenue.

E. The proposed zoning is compatible with the zoning and uses of property nearby.

Property North – PUD/MU-1

Property South – MU-1/C-3

Property East – MU-1

Property West – MU-1

F. Public and community facilities, which may include, but are not limited to, sanitary and storm sewers, water, electrical service, police and fire protection, schools, parks and recreation facilities, roads, libraries, and solid waste collection and disposal, are available and adequate to serve uses authorized under the proposed zoning. *List public and community facilities available on the site.*

The property is currently served by all necessary utilities and services.

G. A traffic impact analysis has been provided to indicate the potential number of new trips generated and provisions are provided to mitigate impacts of high traffic-generating projects. *(See Section 35-60. Traffic Impact Analysis regarding vehicle trip thresholds and traffic impact analysis requirements)*

Traffic impact would be minimal.

H. Authorized uses shall not adversely affect the capacity or safety of the street network in the vicinity of the property.

(i.) Describe the proposed use.

Restaurant.

(ii.) Will the proposed use adversely affect the capacity or safety of the street network in the vicinity of the property? Why/why not?

The existing street network will accommodate any anticipated traffic.

I. Potential environmental impacts (e.g., excessive storm water runoff, water pollution, air pollution, noise pollution, excessive lighting, or other environmental harms) of authorized uses shall be mitigated. *List any potential environmental impacts and how they will be mitigated.*

No anticipated environmental impacts.

J. There is an adequate supply of land available in the subject area and the surrounding community to accommodate the zoning and community needs.

The rezoning would allow for an additional use beyond the permitted MU-1 district.

K. Benefits shall be derived by the community or area proposed to be rezoned. *List the benefits of the proposed rezoning.*

The community would benefit from the commercial use and redevelopment of the area.

City of Jefferson

Department of Planning & Protective Services
320 E. McCarty St.
Jefferson City, MO 65101



Ron Fitzwater, Mayor

Clint Smith, AICP, Director
Phone: 573-634-6410
Fax: 573-634-6457

December 26, 2024

Dear Property Owner:

This letter is to notify you that the Jefferson City Planning and Zoning Commission will meet at 5:15 p.m. on Thursday, January 9, 2025 in the Council Chambers of the John G. Christy Municipal Building, 320 East McCarty Street to consider the following matters (see map on back):

Case No. P25002 – 413 and 417 East Capitol Avenue, Rezoning from MU-1 Mixed Use to PUD Planned Unit Development and Preliminary Planned Unit Development (PUD) Plan. Request filed by GKS Management LLC, property owner, (413 East Capitol Avenue) and City of Jefferson, property owner, (417 East Capitol Avenue) for the rezoning of approximately 0.50 acre from MU-1 Mixed Use to PUD Planned Unit Development and a Preliminary PUD Planned Unit Development Plan to permit renovation of an existing structure on 413 East Capitol Avenue into a restaurant with outdoor patio. The property is located on the north side of East Capitol Avenue approximately 200 feet east of Adams Street and is described as Part of Inlot No. 119 and the westerly half of Inlot No. 120, in the City of Jefferson, Cole County, Missouri.

As a nearby landowner and/or neighbor, you are being provided notice of this hearing. Unfortunately, we are unable to record comments received by telephone, however, written comments may be directed to the Planning and Zoning Commission in one of the following ways:

e-mail: JCPlanning@jeffersoncitymo.gov
fax: Dept. of Planning and Protective Services / Planning Division 573-634-6457
mail: Dept. of Planning and Protective Services / Planning Division
John G. Christy Municipal Building, 320 E. McCarty Street Jefferson City, MO 65101

Written comments received on or before 1:00 p.m. on the day of the meeting will be made a part of the official record and copied and distributed to Commission members at the meeting. Those unable to provide written comments in advance are invited to deliver their comments to the Commission Chairman only at the meeting. Correspondence received after 1:00 p.m. on the day of the meeting will be included in the official record, but there is no guarantee that copies will be made for distribution to all Commission members.

For your information, this case is tentatively scheduled for a public hearing in front of the City Council on February 17, 2025. The City Council meets at 6:00 p.m. in the Council Chambers of the John G. Christy Municipal Building, 320 East McCarty Street.

Information regarding this case may be viewed on the Planning and Zoning Commission webpage at: https://www.jeffersoncitymo.gov/government/planning/planning_and_zoning_commission.php

Please contact the Planning and Zoning Division via phone at 573.634.6573 with pertinent questions.

Best Regards,

A handwritten signature in cursive script that reads "Kortney Bliss".

Kortney Bliss
Planner 1
City of Jefferson, Missouri

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.

Please call (573) 634-6410 with questions regarding agenda items.

Case No. P25002
413 and 417 East Capitol Avenue
Rezoning and Preliminary PUD Plan
Restuarant with Patio

185 ft. Notification Buffer



Jefferson City Planning and Zoning Commission

Property Owner List

Case No. P25002

413 and 417 East Capitol Avenue

12/26/2024

824 PROPERTIES L L C
824 CO RD 313
CHAMMOIS, MO 65024
328 E CAPITOL AVE MO 65101

G K S MANAGEMENT L L C
1222 ELMERINE AVE
JEFFERSON CITY, MO 65101
413 E CAPITOL AVE MO 65101

ARGYLE STORAGE RENTAL AND SALES LLC
PO BOX 65
ARGYLE, MO 65001
109 JACKSON ST MO 65101

H B H HOLDINGS L L C
2810 S TEN MILE DR
JEFFERSON CITY, MO 65109
100 JACKSON ST MO 65101

BUESCHER, BARBARA J
ST. JOSEPH NURSING AND REHAB;
ROOM 120
1306 W MAIN ST
JEFFERSON CITY, MO 65109
417 E PARSONS WAY MO 65101

HISTORIC CITY OF JEFFERSON INC
601 E HIGH ST
JEFFERSON CITY, MO 65101-3218
105 JACKSON ST MO 65101

BUESCHER, BARBARA J
417 E PARSONS WAY
JEFFERSON CITY, MO 65109
417 E PARSONS WAY MO 65101

IVY TERRACE L L C
ATTN: WENDY A GLADBACH
309 BINDER DR
JEFFERSON CITY, MO 65109
500 E CAPITOL AVE MO 65101

COLE COUNTY
311 E HIGH ST
JEFFERSON CITY, MO 65101
210 ADAMS ST MO 65101

MISSOURI CHAMBER OF COMMERCE
EDUCATION FOUNDATION INC
428 E CAPITOL AVE
JEFFERSON CITY, MO 65101
428 E CAPITOL AVE MO 65101

FIRST CHRISTIAN CHURCH OF
JEFFERSON CITY
327 E CAPITOL AVE
JEFFERSON CITY, MO 65101
327 E CAPITOL AVE MO 65101

PREFERRED FAMILY HEALTHCARE INC
900 E LAHARPE ST
PO BOX 767
KIRKSVILLE, MO 63501
101 ADAMS ST MO 65101

Jefferson City Planning and Zoning Commission

Property Owner List

Case No. P25002

413 and 417 East Capitol Avenue

12/26/2024

SCHEPPERS, THOMAS TRUSTEE
SCHEPPERS, KAREN SUE TRUSTEE
1685 HWY 94
HOLTS SUMMIT, MO 65043
107 ADAMS ST MO 65101

STITT BARONY L L C
615 E CAPITOL AVE
JEFFERSON CITY, MO 65101
501 E CAPITOL AVE MO 65101

TRANSFORMATIONAL HOUSING
3011 S TEN MILE DR
JEFFERSON CITY, MO 65109
101 JACKSON ST MO 65101

TROESSER PROPERTIES L L C
4023 TANNER BRIDGE RD
JEFFERSON CITY, MO 65101
422 E STATE ST MO 65101

WILLIAMS, AMANDA BURKE & LEVI
103 JACKSON ST
JEFFERSON CITY, MO 65101
103 JACKSON ST MO 65101

PUBLIC HEARING/BILL SUMMARY

BILL NO: 2024-076

SPONSOR: Councilmember Hoselton

SUBJECT: Rezoning 21.36 acres from RA-1 to PUD and approving a Preliminary PUD Plan and Preliminary Plat. (Planning and Zoning Commission Case No. P24012)

DATE INTRODUCED: February 3, 2025

PUBLIC HEARING: February 18, 2025

DEPARTMENT DIRECTOR(S): 

CITY ADMINISTRATOR: 

Staff Recommendation: Approve.

Summary: Standard ordinance approving a Rezoning and Preliminary PUD Plan and Preliminary Plat.

Origin of Request: Property owner, through the Planning and Zoning Commission.

Department Responsible: Department of Planning and Protective Services.

PERSON RESPONSIBLE: CLINT SMITH/Eric Barron

Background Information:

Overview: This bill would approve a Preliminary PUD Plan and Subdivision Development consisting of 72 lots. Twenty-eight lots would be developed with single-family homes and 44 lots would be developed with 2-unit townhomes, for a total of 116 units*. The subdivision plan includes seven named streets, and access to the subdivision would be from a street connection to Rainbow Drive and an extension of Meeting Street into the property. Four reserve tracts are shown on the subdivision plat, with two of the reserve tracts to be used as stormwater basins and the other two reserve tracts being remnants of a previously platted lot that would accommodate the street access to Meeting Street, with the remnants being attached to neighboring single family lots. The rezoning area (21.36 acres) is slightly smaller than the subdivision plat area (21.85 acres) as the lot used for Meeting Street access (0.49 acres) is not included in PUD rezoning area.

(*The applicant modified the proposed development from the plan that was presented at the November Planning and Zoning Commission meeting. The number of units were reduced by 17 units by converting formerly two-unit lots to single-family lots. All lots

adjacent to the existing Charleston Place Subdivision that were not already single-family lots were converted to single family. This reduced the total unit count from 133 units to 116 units.)

Building Style: Buildings would consist of a mix of different styles ranging from single story, story and a half, and two story. Exteriors would be siding with some decorative rock or brick mixed in. A variety of sample designs were included with the application materials.

Setbacks and Density: A reduction of 5 feet from the standard front and rear setback standards is proposed by the PUD Plan. The purpose of the reduced setbacks is to achieve a density of units within a 2-unit attached single family style, with individual townhomes owning half of the yard area on their lot (via a division of the lot along the shared wall after construction). The PUD Plan proposes 116 units, with a density of approximately 5.4 units per acre. The density of the development would be less than the 12 units per acre permitted by the current RA-1 zoning of the property.

Infrastructure and Utilities: 4-foot-wide sidewalks are shown on one side of all streets. Stormwater detention and treatment would be accomplished with two stormwater detention basins. Sanitary sewer and other utilities are shown with access to all lots. Fire hydrants and streetlights are shown at required spacings.

Phasing and Final PUD Process: The development is envisioned to be completed in four phases. The Final PUD Plan and Final Subdivision Plat (for each phase) would involve review and recommendation by the Planning and Zoning Commission, in a public hearing format with standard notification procedures, and final review and approval by the Council.

Planning and Zoning Commission Review: The Planning and Zoning Commission reviewed the application for Rezoning, Preliminary PUD Plan and Preliminary Plat at their meeting on November 14, 2024. The motion to recommend approval to the City Council, with conditions, PASSED on a vote of 4 in favor and 3 against. Recommended conditions included addressing technical comments of staff, establishing an underlying zoning of RD, and conducting a traffic impact analysis. An updated drawing addressing staff comments has been submitted and is attached to the Council Bill. Recommended conditions of the RD underlying zoning and requirement for traffic impact analysis are contained within the Council Bill.

Public Notice: Standard public notice procedures were followed in advance of the Planning and Zoning Commission meeting and the City Council meetings. This includes (1) publication of the public notice agenda in the Jefferson City News Tribune 15 days in advance of the hearing on the case; (2) notification by letter to adjoining and affected property owners within 185 feet, and (3) posting of a sign at the property announcing the date and time of the hearing 10 to 15 days in advance of the hearing. The public hearing for the case in front of the City Council was originally scheduled for December 16, but the applicant requested a delay until after the first of the year. New property sign posting and letter notification were sent in advance of the rescheduled February 18 public hearing date.

Public Comment Received:

Written correspondence was received prior to the Planning and Zoning Commission meeting from the following: (see attached written correspondence)

- Steve DeVries, 4109 Catalina Dr.
- Charlie Little, 4115 Terra Bella Dr.
- Larry Hentges, 209 Morning Star Lane (neutral stance)
- Helen and Jeff Burroughs, 4100 Catalina Dr.
- John Conrad, HOA President, Charleston Place Subdivision
- Donald and Sheryl Novotney, 4000 Terra Bella Drive
- Kimberly Chambers, 109 Terra Bella Ct.
- John Conrad, 308 Monroe St.

The following individuals spoke in opposition to the proposal at the Planning and Zoning Commission meeting:

- Richard McCarty, 4011 Terra Bella Dr
- Jose Gazca, 4113 Catalina
- Paul Kirchhoff, 4033 Catalina
- Michael Ittner , 4100 Ashley Ct
- Michelle Newberry, 4104 Catalina
- Georgeta Dacila, 106 Terra Bella
- Charlie Little, 4115 Terra Bella Dr.
- Chris Ulrich, 4212 Wellington Green
- Vicky Ruth, 4032 Catalina
- Stacia Carr, 4201 Catalina
- Heather Buechter, 4211 Catalina Dr
- Jim Follina, 4316 Kendallwood Ct.
- Jon Conrad, HOA President, 4103 Ashley Ct

Concerns expressed by those speaking in opposition included:

- Higher level of traffic
- Stress on roadway carrying capacity
- Land used for housing development with lower price point
- Impact on existing home values in area
- Look and price of new homes
- Stormwater run off/management
- Concern whether blasting would be used
- Safety
- Lack of communication from property developers
- Concern about the connection into Meeting St.
- Emergency response time associated with jurisdiction boundary
- Density of homes in total 21.38 acres
- Street maintenance
- Don't want it to turn into low income/Hud housing
- Buffering/Impact on view due to new development

The following individuals spoke on a neutral stance at the Planning and Zoning Commission meeting:

- Larry Hentges, 209 Morning Starr (neighboring property owner to west). Expressed concerns about trespassing on his property, storm drainage, traffic, and property value.
- Keith Brickey, CMPS. Expressed concerns about rate of residential development in Jefferson City.
- Gary Kirkman, 4101 Catalina Dr. Expressed concerns about buildable land and blasting.

Fiscal Information: \$1,873.00 in application fees were received.

Planning & Zoning Commission Recommendation: Approve, with the condition that a traffic impact analysis meeting the requirements of Section 35-60 of the Zoning Code shall be submitted for review and approval by the Public Works Department prior to Final PUD Plan and Final Plat approval.

Attachments:

- Excerpt of minutes – November 14 P&Z Commission Meeting
- Correspondence submitted prior to P&Z Commission Meeting
- P&Z meeting Case Packet

BILL NO. 2024-075

SPONSORED BY Councilmember Hoselton

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF JEFFERSON, MISSOURI, CHANGING, AMENDING, AND MODIFYING THE ZONING MAP OF THE ZONING CODE OF THE CITY OF JEFFERSON BY REZONING 21.36 ACRES LOCATED IN THE 4400 BLOCK OF RAINBOW DRIVE FROM RA-1 HIGH DENSITY RESIDENTIAL TO PUD PLANNED UNIT DEVELOPMENT AND APPROVING A PRELIMINARY PUD PLAN AND PRELIMINARY SUBDIVISION PLAT OF SAVANNAH PLACE SUBDIVISION.

WHEREAS, it appears that the procedures set forth in the zoning code relating to zoning and PUD Plans have in all matters been complied with.

NOW, THEREFORE, BE IT ENACTED BY THE COUNCIL OF THE CITY OF JEFFERSON, MISSOURI, AS FOLLOWS:

Section 1. The following described real estate, being located in the City of Jefferson in Cole County, Missouri, is rezoned from RA-1 High Density Residential to PUD Planned Unit Development: Part of the Northwest Quarter of the Southeast Quarter and part of the Southwest Quarter of the Southeast Quarter of Section 5, Township 44 North, Range 12 West, Cole County, Missouri, more particularly described as follows: Beginning at the northwest corner of the Northwest Quarter of the Southeast Quarter of said Section 5; thence South 89 degrees 17 minutes 50 seconds East, along the Quarter Section Line, 619.82 feet to the boundary of Charleston Place – Section 2 as per plat of record in Plat Book 11, page 847, Cole County Recorder's Office; thence along the boundary of said Charleston Place – Section 2 the following courses: South 17 degrees 07 minutes 07 seconds West, 378.09 feet; thence North 88 degrees 18 minutes 43 seconds East, 290. 24 feet; thence South 78 degrees 34 minutes 04 seconds East, 69.36 feet to the northwesterly corner of Charleston Place – Section 3 as per plat of record in Plat Book 12, page 297, Cole County Recorder's Office; thence leaving the boundary of said Charleston Place – Section 3, South 04 degrees 57 minutes 24 seconds West, along the westerly boundary of said Section 3, 350.54 feet; thence South 31 degrees 31 minutes 40 seconds west, along the westerly boundary of said Section 3, 818.77 feet to the southwesterly corner of said Section 3, being a point on the boundary of Kuebbler Subdivision as per plat of record in Plat Book 12, page 152, Cole County Recorder's Office; thence North 52 degrees 56 minutes 24 seconds West along the northerly line of said Kuebbler Subdivision, 65.56 feet to the most northerly corner thereof being the northeasterly corner of a tract of land described by deed of record in Book 521, page 323, Cole County Recorder's Office; thence North 73 degrees 21 minutes 38 seconds West, along the northerly line of said tract, 299.82 feet to the northwesterly corner thereof; thence South 02 degrees 04 minutes 17 seconds West along the westerly line of said tract, 358.56 feet to the northerly right-of-way line of Rainbow Drive as described in Book 349, Page 23, Cole County Recorder's Office; thence northwesterly along the northerly line of said right-of-way, on a curve to the left, having a radius of 958.27 feet, an arc length of 66.31 feet (the chord being North 55 degrees 28 minutes 22 seconds West, 66.30 feet) to the Quarter Section Line; thence

North 00 degrees 02 minutes 07 seconds West, along said Quarter Section Line, 1616.66 feet to the point of beginning. Containing 21.36 acres.

Section 2. The Preliminary PUD Plan and Preliminary Plat, attached as Exhibit A, is hereby approved.

Section 3. Permitted Land Uses. Permitted uses for the property shall be limited to the permitted uses of the RD Medium Density Residential zoning district. Signage and lighting shall adhere to the allowances of the RD zoning district.

Section 4. Traffic Study. A traffic impact analysis meeting the requirements of Section 35-60 of the Zoning Code shall be submitted for review and approval by the Public Works Department prior to Final PUD Plan and Final Plat approval.

Section 5. This ordinance shall be in full force and effect from and after its passage and approval.

Passed: _____

Approved: _____

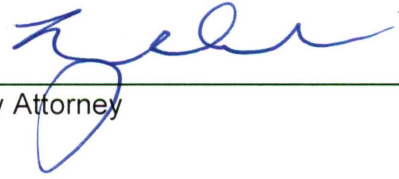
Presiding Officer

Mayor Ron Fitzwater

ATTEST:

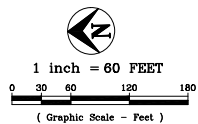
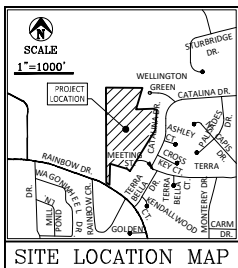
APPROVED AS TO FORM:

City Clerk



City Attorney

Exhibit A



UTILITY COMPANIES

SANITARY SEWER - City of Jefferson (Eric Seaman, 573-634-6443)
WATER SUPPLY - Public Water Supply Dist #1 (573-693-2848)
ELECTRIC - Ameren (Adam Fritchey, 573-280-6881)
NATURAL GAS - Ameren (573-681-7550)
TELEPHONE - Brightspeed (Gay Hundley, 573-353-4372)

SAVANNAH PLACE SUBDIVISION PRELIMINARY PUD PLAT

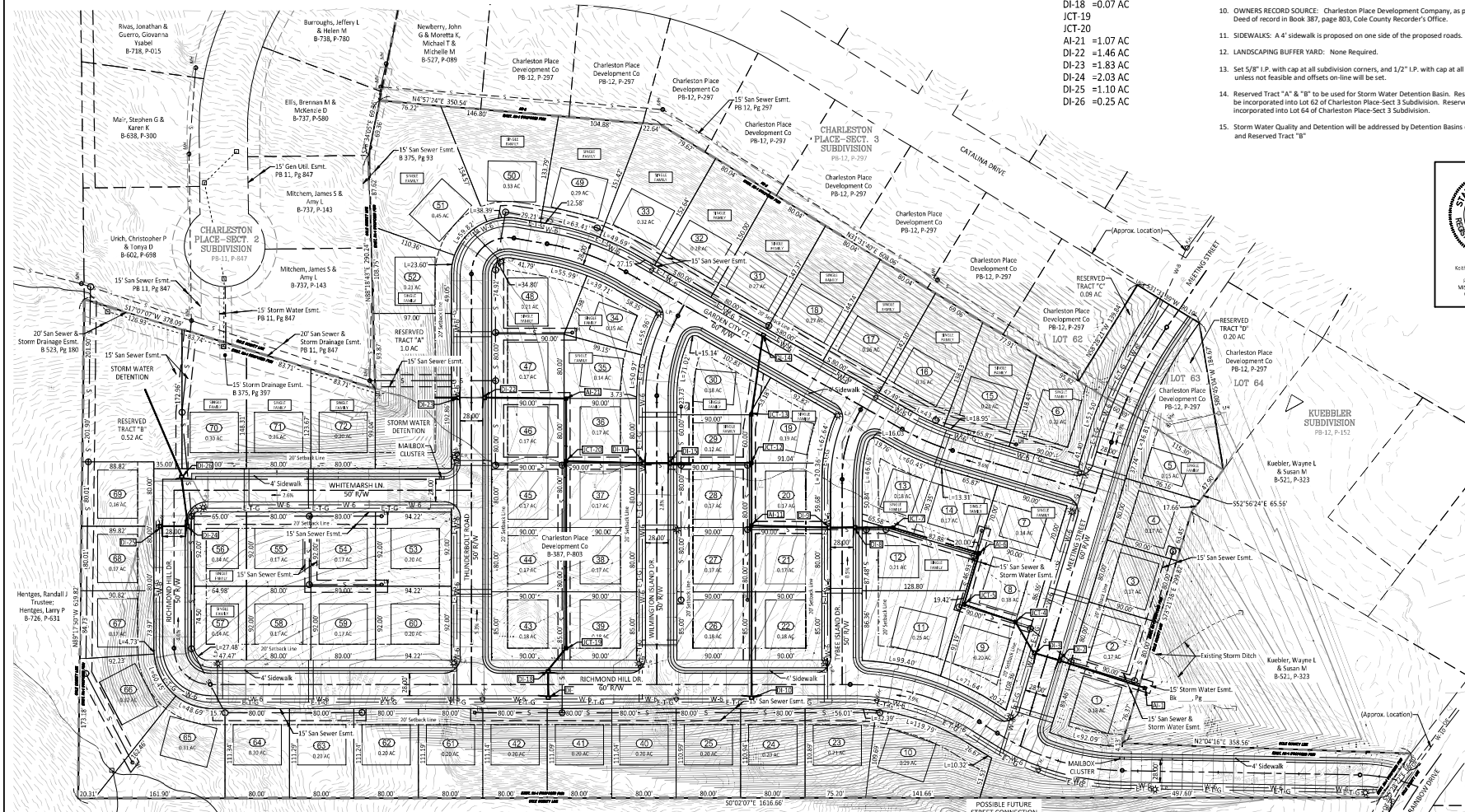
Part of Sec. 5, T44N, R12W
Jefferson City, Cole County, MO
Area: 21.85 acres Zoned: RA-1
Proposed Zoned: PUD

STORM STRUCTURE & AREAS

AI-1 =1.34 AC
DI-2 =1.56 AC
DI-3 =0.31 AC
JCT-4
JCT-5
AI-6 =0.68 AC
JCT-7
DI-8 =1.17 AC
DI-9 =0.18 AC
DI-10 =1.33 AC
AI-11 =0.78 AC
JCT-12
JCT-13
DI-14 =2.09 AC
DI-15 =1.26 AC
DI-16 =0.25 AC
DI-17 =0.82 AC
DI-18 =0.07 AC
JCT-19
JCT-20
AI-21 =1.07 AC
DI-22 =1.46 AC
DI-23 =1.83 AC
DI-24 =2.03 AC
DI-25 =1.10 AC
DI-26 =0.25 AC

GENERAL NOTES:

- LOTS: 72 Proposed Lots (To be developed in phases)
- BUILDING NOTE: 28 Single Family & 44 Duplexes are proposed. The Proposed buildings exterior will be siding with some decorative rock or brick mixed in, with an asphalt shingled roof. Max. Height is 35'-0".
- LOTS 5, 6, 7, 12, 13, 14, 15, 16, 17, 18, 19, 29, 30, 31, 32, 33, 34, 35, 48, 49, 50, 51, 52, 56, 57, 70, 71, & 72 are for single family buildings only. All other lots are permitted for two-unit or single family use.
- Underlying Zoning: Signage and lighting shall adhere to the allowances of the RD zoning district.
- Area of lot 63 of Charleston Place to remain zoned R5-2 (not in PUD rezoning area).
- DENSITY: Units/Acre = 116/21.85 = 5.31
- SETBACKS: The setback lines from the property lines shall be: Front: 20', Side: 10' and Rear: 20'.
- PARKING: Parking permitted on one side of all streets, Parking to be permitted on same side of street as sidewalk.
- FLOODPLAIN INFORMATION: This property is located in Zone "X" (area outside the 0.2% chance flood plain) as per Flood Insurance Rate Map, Cole County, MO, map numbered 29051C0109E, dated November 2, 2012.
- OWNERS RECORD SOURCE: Charleston Place Development Company, as per General Warranty Deed of record in Book 387, page 803, Cole County Recorder's Office.
- SIDEWALKS: A 4' sidewalk is proposed on one side of the proposed roads.
- LANDSCAPING BUFFER YARD: None Required.
- Set 5/8" I.P. with cap at all subdivision corners, and 1/2" I.P. with cap at all interior lot corners unless not feasible and offsets on-line will be set.
- Reserved Tract "A" & "B" to be used for Storm Water Detention Basin. Reserved Tract "C" shall be incorporated into Lot 62 of Charleston Place-Sect 3 Subdivision. Reserved Tract "D" shall be incorporated into Lot 64 of Charleston Place-Sect 3 Subdivision.
- Storm Water Quality and Detention will be addressed by Detention Basins on Reserved Tract "A" and Reserved Tract "B"



PRINTS ISSUED 11/20/24	
REVISIONS: 12/28/24 1/27/25	
Central Missouri Professional Services, Inc. ENGINEERING SURVEYING MATERIALS TESTING 2500 E. MCCARTY JEFFERSON CITY, MISSOURI 65101 Central Missouri Professional Services, Inc. Missouri State Certificate of Authority #01568	
SAVANNAH PLACE SUBDIVISION CHARLESTON PLACE DEVELOPMENT CO. 4400 BLOCK - RAINBOW DRIVE JEFFERSON CITY, COLE COUNTY, MISSOURI	
CMPS Job No. 92-213 DRN. BY: G.J.S. OKD. BY: G.J.S. SCALE: 1"=60' SHEET TITLE PRELIMINARY PUD PLAT SHEET NUMBER 1 OF 1 SHEETS	

Excerpt of Minutes

JEFFERSON CITY PLANNING AND ZONING COMMISSION

November 14th, 2024

5:15 p.m.

COMMISSION MEMBERS PRESENT

Dale Vaughan, Chair
 Penny Quigg, Vice Chair
 Bunnie Trickey Cotten
 William Farr Jr.
 Shanon Hawk
 Jacob Robinett
 Randy Wright

ATTENDANCE RECORD

3 of 3
 3 of 3
 3 of 3
 3 of 3
 3 of 3
 3 of 3
 3 of 3

COMMISSION MEMBERS ABSENT

Tom Werdenhouse
 Hank Vogt
 Sara Michael, Alternate
 Tim Diemler, Alternate
 Mark Kiekhaefer, Alternate

COUNCIL LIAISON PRESENT

Randy Hoselton

STAFF PRESENT

Eric Barron, Planning Manager
 Kortney Bliss, Planner
 Kimm Bland, Administrative Assistant
 Shane Wade, Plan Review & Development Engineer

6. New Business/Public Hearings

B. Case No. P24012 – 4400 Block of Rainbow Drive. Rezoning from RA-1 High Density Residential to PUD Planned Unit Development, Preliminary Planned Unit Development (PUD) Plan, and Preliminary Subdivision Plat. Request filed by Charleston Place Development Company, property owner, for the following:

1. Rezoning of 21.38 acres from RA-1 High Density Residential to PUD Planned Unit Development
2. Preliminary PUD Planned Unit Development Plan consisting of 11 single family homes and 61 townhouse style duplexes.
3. Preliminary Subdivision Plat consisting of 72 lots and 4 reserve tracts.

The property is located on the north side of Rainbow Drive, 600 feet west of Terra Bella Drive, and can be accessed via Meeting Street and is described as Part of the West Half of the Southeast Quarter of Section 5, Township 44 North, Range 12 West, in the City of Jefferson, Cole County, Missouri. (Central Missouri Professional Services, Consultant).

Mr. Barron presented the case. He gave an overview of PUD zoning regulations and gave a description of the application. Mr. Barron presented details of the preliminary PUD plan, preliminary sub-division plat and example building visuals.

The commission asked questions regarding what the current zoning of the property would allow. Mr. Barron replied that the current RA-1 zoning would permit buildings up to four units in size at a density of 12 units per acre for the 21 acre property.

Mr. Vaughan asked if there was anyone who would like to present the case.

Glenn Struempf, CMPS, 2500 E McCarty St., presented information on the request to the commission on behalf of the applicant. He went over details of preliminary PUD plan and preliminary sub-division plat.

The Commission asked the following questions:

1. What would be the size of the units
2. Would they be duplexes or townhouses
3. Would there be Rentals
4. Would there be an HOA
5. Excavating questions
6. Did contractors & developers speak with the existing HOA
7. Did contractors & developers meet with any homeowners
8. What would be the first phase

Jeff Hemming, 2301 Chapel Plaza Ct., Columbia, MO., Hemming Construction, answered the commissioner's questions. He stated that the units would be townhouse style with individual ownership. He stated that he puts HOA's in place in his developments. He stated that he did not meet with adjacent owners or homeowners associations. He discussed his goals and showed his designs.

Mr. Vaughan asked if there was anyone who would like to speak in favor of this request.

No one spoke in favor of the request

Mr. Vaughan asked if there was anyone wishing to speak in opposition to the request.

The following residents spoke in opposition to the request:

- Richard McCarty, 4011 Terra Bella Dr
- Jose Gazca, 4113 Catalina
- Paul Kirchhoff, 4033 Catalina
- Michael Ittner , 4100 Ashley Ct
- Michelle Newberry, 4104 Catalina
- Georgeta Dacila, 106 Terra Bella
- Charlie Little, 4115 Terra Bella Dr.
- Chris Ulrich, 4212 Wellington Green
- Vicky Ruth, 4032 Catalina
- Stacia Carr, 4201 Catalina
- Heather Buechter, 4211 Catalina Dr
- Jim Follina, 4316 Kendallwood Ct.
- Jon Conrad, HOA President, 4103 Ashley Ct

Residents' Concerns:

- Higher level of traffic
- Stress on roadway carrying capacity
- Land used for housing development with lower price point
- Impact on existing home values in area
- Look and price of new homes
- Stormwater run off/management
- Concern whether blasting would be used
- Safety
- Lack of communication from property developers
- Concern about the connection into Meeting St.
- Emergency response time associated with jurisdiction boundary
- Density of homes in total 21.38 acres
- Street maintenance
- Don't want it to turn into low income/Hud housing
- Buffering/Impact on view due to new development

Mr. Vaughan called for a break at 7:51pm.

Mr. Vaughan resumed the meeting at 8:02pm

Mr. Vaughan asked if anyone would like to speak for any reason

Larry Hentges, 209 Morning Star, expressed a neutral stance on the proposal, but expressed concerns of trespassing on his neighboring property, storm drainage, traffic and property value.

Keith Brickey, CMPS, expressed concern about the slow rate of residential development in Jefferson City.

Gary Kirkman, 4101 Catalina Dr., expressed concerns about buildable land and blasting concerns.

Mr. Vaughan called the applicants back up for rebuttal.

The applicant, Jeff Hemme and Glen Struempf, Consultant answered questions and concerns that were expressed from the public and the commission.

No one else spoke regarding the request; the Chair closed testimony.

Eric Barron made a brief staff report. Mr. Barron described the recommended underlying zoning change to RD and presented the recommended form of motion. Mr. Barron answered commissioners questions.

Shane Wade had no additional information to report.

Mr. Farr motioned and Ms. Cotton seconded the following:

Motion to recommend approval of the requested rezoning, Preliminary PUD Plan, and Preliminary Subdivision Plat with the following conditions:

1. Address technical comments of staff
2. Establish an underlying zoning district of RD for the purposes of determining site elements such as permitted uses, signage and lighting

Ms. Cotten motioned and Mr. Robinett seconded the amend the motion to include a condition that a traffic impact analysis in accordance with the Zoning code be conducted. The motion for amendment passed 6-0 with the following votes:

Aye: Quigg, Cotten, Farr, Hawk, Robinett, and Wright

Nay: None.

The Chair called for a vote on the amended motion as follows:

Motion to recommend approval of the requested rezoning, Preliminary PUD Plan, and Preliminary Subdivision Plat with the following conditions:

1. Address technical comments of staff
2. Establish an underlying zoning district of RD for the purposes of determining site elements such as permitted uses, signage and lighting
3. Conduct traffic impact analysis in accordance with Zoning Code

The motion passed 4-3 with the following votes:

Aye: Vaughan, Quigg, Cotten, and Robinett

Nay: Farr, Hawk, and Wright

**PLANNING & ZONING COMMISSION
CORRESPONDENCE RECEIVED**

**Case No. P24012
4400 Block of Rainbow Drive**

As of November 14, 2024

Sender	Senders Address	How Received	Date Received
1. Steve DeVries	midmomed@gmail.com 4109 Catalina Dr Jefferson City MO 65109 573-424-6484	Email	11-13-2024
2. Charlie Little	littlecharlie6@gmail.com 4115 Terra Bella Dr. Jefferson City, MO 65109 252-378-7240	Email	11-13-2024
3. Larry Hentges	larhentges@embarqmail.com 209 Morning Star Lane Jefferson City, MO 65109 573-645-4510	Email	11-13-2024 11-14-2024 (Update)
4. Helen and Jeff Burroughs	hjburroughs1964@gmail.com 4100 Catalina Dr. Jefferson City, Mo. 65109	Email	11-14-2024
5. John Conrad	jcthreesport@gmail.com Anonymous	Email	11-14-2024
6. Donald and Sheryl Novotney	donnsherin2@gmail.com 4000 Terra Bella Drive Jefferson City, MO 65109	Email	11-14-2024
7. Keith C and Janice Jones	4015 Terra Bella Drive Jefferson City, MO 65109 jaones12591@hotmail.com	Email	11-14-2024
8. Kimberly Chambers	kimie.dawn67@hotmail.com > 109 Terra Bella Ct Jefferson City	Email	11-14-2024
9. John Conrad	john.conrad.itlo@statefarm.com 308 Monroe St. Jefferson City, MO 65101	Email	11-14-2024

Communication #1

From: Steve DeVries <midmomed@gmail.com>
Sent: Wednesday, November 13, 2024 10:31 AM
To: JC Planning <JCPlanning@jeffersoncitymo.gov>
Cc: John Conrad <john@johnconradagency.com>
Subject: Case No. P24012 Rezoning

Thank you for accepting and hearing our concerns about the rezoning request on the 21 acre tract adjacent to our home which is located on 4109 Catalina Dr.

My wife Elizabeth DeVries was one of the first lot buyers in Charleston Place way back in 1999.

*She was promised a pool and clubhouse would be built and that was a big reason she bought, then built on, this property.

-The pool and clubhouse were never built so the amenities she was promised and paid for never happened.

*She was told all of the property surrounding her would be single family owner occupied dwellings.

-then just a couple of years later, the developers attempted to having the zoning changed on this same property to multi family dwellings.

-The Charleston Place HOA went to court to seek to change this rezoning and it was decided it should be zoned RA-1 with owner occupied single family and townhomes.

*My wife's concern back over 20 years ago and is still a major concern today is having an ingress and egress on to CatalinaDr/Meeting St which would increase our traffic to dangerous levels.

-My wife tells me this was discussed in Court and Kent George told her he had no plans for an ingress or egress on to Catalina Dr.

Now the developers are back again with a plan that will significantly increase our traffic and decrease the value of all of the homes in Charleston Place.

Some of our concerns if you allow a zoning change from RA-1 to PUD:

*A total of 133 homes, including a few single family dwellings but mostly townhomes be built , for under \$300,000 each.

-Based on current building costs, this results in "tiny homes" of less than 1400 sq ft each and very possibly even smaller since there are no minimum requirements as to square footage.

-Even at 1400 sq ft, these homes will literally be far less than 1/2 the sq footage of all the homes in Charleston Place.

-These "tiny homes" are not only significantly smaller but, at that price point, will likely be of lower quality construction.

-Please ignore the pretty pictures the developers sent of potential homes in their development. I found many beautiful pictures of 900 sq ft and smaller homes online so their pictures have no value. Please remember the pool and clubhouse!

-Adding 133 homes in such a small area will mean at least 100-166 additional cars going in and

Communication #1

out on a daily basis through our neighborhood. We are getting more small children moving into Charleston Place which will make it a much more dangerous neighborhood for them to ride their bikes.

We are asking you to deny the zoning change because it will negatively affect our neighborhood and decrease the value of our homes.

We personally would have no problem if the Commission required the developers to build:

-single family homes, owner occupied, with a minimum square footage to be discussed and agreed upon.

-townhomes, owner occupied , with a minimum sq footage similar to what was recently built on Meeting St.

-NO ingress or egress on Meeting St/Catalina Dr.

I'm including 2 pictures I took on Nov 12, 2024 on Terra Bella which is basically the other end of Meeting St. which is just East of us. This is what you get when you put a lot of people in a small area so please don't allow the developers to do this to us just West of our homes.

You are welcome to call me anytime and come visit our beautiful neighborhood.

Thank you for listening to our concerns.

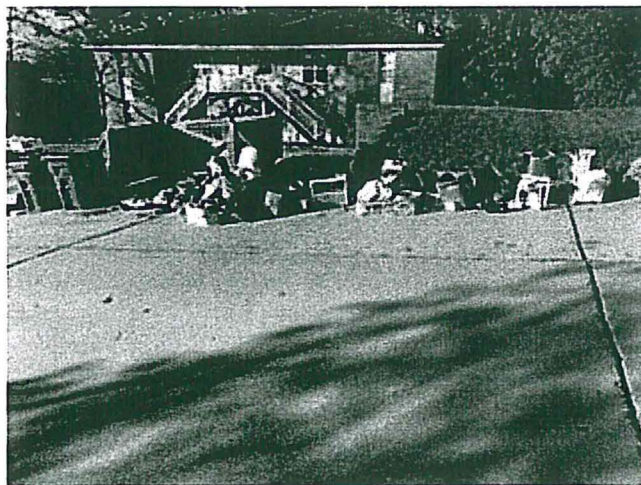
Steve and Elizabeth DeVries

4109 Catalina Dr

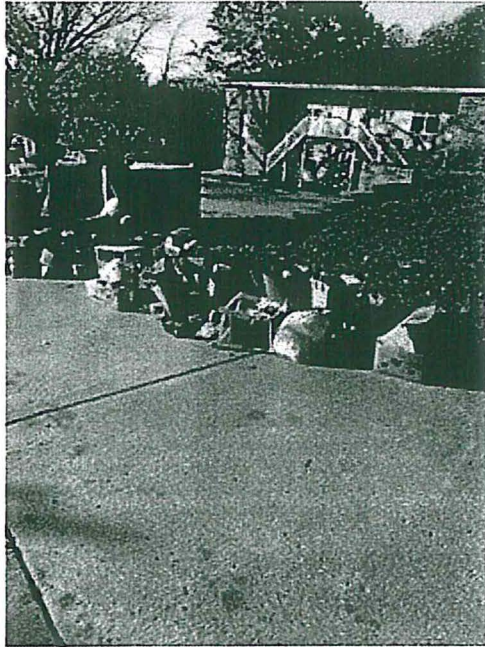
Jefferson City MO 65109

573-424-6484

midmomed@gmail.com



Communication #1



Communication #2

From: Charlie Little <littlecharlie6@gmail.com>
Sent: Wednesday, November 13, 2024 12:03 PM
To: JC Planning <JCPlanning@jeffersoncitymo.gov>
Subject: Reference Case No. P24012-4400

Reference Case No. P24012-4400 Block of Rainbow Dr.

I have been a resident of Charles Place Subdivision for the past 3 years. When my wife and I purchased the place here at 4115 Terra Bella Dr., this is where we decided to make our permanent home. We live right on the corner of Terra Bella, where the stop sign is and Meeting Pl. Little did we know the traffic is horrible. Vehicles, including semi-trucks use this passage as a shortcut from Truman to Rainbow in order to miss the stop lights at Truman and Country Club. We have complained multiple times about the traffic and high speeds of at least 50% of the cars that do not stop at the stop sign.

I reference this as my voice about this rezoning proposed in this Case No. P24012-4400 Block of Rainbow. If the Council should approve of this Case, we in our neighborhood agree that it will pose multiple issues for us, i.e.;

- planning of 11 single-family homes and 61 two-family townhomes
- marketed as affordable, single-family housing under \$300,000. Based on current building cost, this results in homes of less than 1,400 sq.ft. This is considerably smaller and likely lower quality than any of our own homes.
- increased traffic in the area - on Rainbow Dr. due to that entrance/exit into the proposed subdivision, and on Terra Bella Dr. and Catalina Dr. due to the entry /exit on Meeting St., connecting it to Charleston Place subdivision.
- This large quantity of mostly multi-family homes packed into a small area lends itself to increased noise and potential crime in our neighborhoods.

All the above items pose a risk to our higher quality, well-established neighborhoods and are likely to lower our property values.

I urge you to please consider our concerns and do not pass the rezoning of this Case.

Thank you,
Charlie and Cherie Little
4115 Terra Bella Dr.
Jefferson City, MO 65109
252-378-7240

Communication #3

From: Larry Hentges <larhentges@embarqmail.com>

Sent: Wednesday, November 13, 2024 1:27 PM

To: JC Planning <JCPlanning@jeffersoncitymo.gov>

Cc: larhentges@embarqmail.com

Subject: 4400 Rainbow Drive Zoning meeting.

Hello,

My name is Larry Hentges, I and my two brothers, Randy and Allan own the property north and west of the 4400 Rainbow Drive property being reviewed for rezoning into a Planned Unit Development or PUD property. As property owners joining the property, we oppose the proposed plan for the 11 homes and 61 duplexes due to the following concerns. Please document and distribute to the Zoning and Planning Committee.

Storm Water Runoff. Our experience from the past when the owners quarried rock off the property, the downstream impact to the north, was creek/stream damage due to the excessive water runoff. Since that time, vegetation has reclaimed part of the property, reducing the impact. The new proposed plot, with the concentration of housing units will potentially recreate the issue we faced previously. Our understanding is there are measures planned to better manage the drainage to minimize downstream damage and excessive water flow. This must be sufficient to properly manage stormwater.

Trespassing, as property owners, one issue we face are trespassers. Currently this is minimal due to a managed concentration of homes, minimizing exposure to adjoining properties with lower concentration of residents. The introduction of 133 new residential units will significantly increase our exposure and we expect this to be an issue.

Property Values, the documentation indicates housing less than \$300,000. This is vague and the planners need to provide the square footage of the units being built. There is no doubt, this will impact the property values of the surrounding properties and residences both inside and outside the City limits. There is a large discrepancy in property values between Charleston Place and the proposed Savannah Place.

Traffic, the new development has two entrances, one exiting through Charleston Place (ultimately most will exit to Rainbow), and the other on Rainbow Drive. Rainbow Drive up to South Country club services Rainbow Drive and most of Henwick Lane causing congestion issues during peak periods during the day. Alternate routes will put additional pressure on any 'short cuts' increasing traffic through several of the residential neighborhoods. Traffic management at Country Club and Truman is another issue. Sometimes traffic studies may or may not, reflect the real impact local residents currently experience.

Communication #3

My brothers and I knew nothing about what was really going on until the city sent the letter dated 10/31, and maybe these concerns have been presented already, but it is in our best interest to make our concerns known as an adjoining property owner. I also suspect most neighborhoods do not know what is going on, nor do they realize the planned development being proposed, and the impact they will be faced with.

Please document and distribute to the Planning and Zoning Committee.

Thank You for your time,

Larry Hentges
209 Morning Star Lane
Jefferson City, MO 65109
573-645-4510

Communication #3 Update

From: Larry Hentges <larhentges@embarqmail.com>

Sent: Thursday, November 14, 2024 9:37 AM

To: JC Planning <JCPlanning@jeffersoncitymo.gov>

Cc: larhentges@embarqmail.com

Subject: Re: 4400 Rainbow Drive Zoning meeting.

Good Morning,

I had good conversation with Eric Barron and Shane Wade and they provided me with good information. We would like to amend our position from Oppose to Neutral.

We will be attending this evening's meeting and re-evaluate.

Thank you

Larry Hentges

Communication #4

From: hjburroughs1964@gmail.com <hjburroughs1964@gmail.com>

Sent: Wednesday, November 13, 2024 6:54 PM

To: JC Planning <JCPlanning@jeffersoncitymo.gov>

Subject: Case No. P24012

T0: Planning and Zoning Committee:

We are writing in regards to the proposed rezoning of property near Rainbow Drive next to Charleston Place in Jefferson City, Missouri. We live at 4100 Catalina Dr. in Charleston Place Subdivision. We are not in favor of the Savannah Place Subdivision Plans. First of all, the plans will create a high density of housing for a 21 acre tract of land. The plans is for 11 single-family homes and 61 two family townhomes. This will create too much extra traffic on Rainbow Drive that is already congested with traffic. The 21 acre plot is not big enough for so many homes. It is mentioned that the homes will be marketed as affordable single-family housing under \$300,000. This will make the homes of less than 1,400 sq. ft. if go by the current building costs. This is smaller than the homes in Charleston Place and Emerald Ridge subdivisions which would likely lower our property values. For all the above reasons, this rezoning proposal poses a risk to our well established neighborhoods with additional noise, traffic, and safety concerns. Thank you for your time.

Respectfully,

Helen and Jeff Burroughs
4100 Catalina Dr.
Jefferson City, Mo. 65109

Communication #5

From: John Conrad <jcthreesport@gmail.com>

Sent: Wednesday, November 13, 2024 11:40 PM

To: JC Planning <JCPlanning@jeffersoncitymo.gov>

Subject: Concerns with Case No. P24012 Re-Zoning 4400 Block of Rainbow Dr.

A long time resident of Charleston Place subdivision has concerns with the proposed re-zoning. They would like to remain anonymous but asked me as HOA President to share this info with the commission. I've attached a pdf file with those concerns and can relay any info back to them as needed.

Thanks,

John Conrad

Case No. P24012 -- 4400 Block of Rainbow Drive (Savannah Place)
Items for consideration by the Jefferson City Planning and Zoning Commission

This hearing is the latest re-zoning scheme attempted by the Developers regarding 21.38 acres of land connected to its Charleston Place subdivision. It should be noted that the Developers (Dr. Roger Cameron, Kent George and Susan George) have been known as Charleston Place Development Corp., Estate Land Development, Inc. and R.L. Noremac Corp. For this proposed Savannah Place project they are listed as JJR Development, LLC.

BACKGROUND

The Developers established Charleston Place as a subdivision in 1994 and began offering lots for sale. The company's sales literature featured an idyllic image of large lots, nice homes and the phrase "Enjoying Today Recalling the Past."

The sales information contained maps of Phase 1 and Phase 2 along with a description of the development and a summary of restrictions. **The Developers promised "One hundred and two (102) lots of fine living."**

The two maps identified 53 lots which were regulated by covenants establishing minimums and restrictions on home size and construction. 12 more lots were later platted along Catalina Dr. to bring the total to 65 lots. **For lots within the Jefferson City corporate limits, the zoning districts was (and remains) RS-2 or low-density, single-family residential.** Additional development was planned for land northwest of Catalina Drive. No lots were platted at that time but the street curbing and guttering for three named cul-de-sacs confirms that some of the 102 "fine living" lots were contemplated to be located there. (See Attachment 1)

This is the same land being called "Savannah Place" in the zoning request. This is despite the stated marketing of Charleston Place as a subdivision of 102 lots of "fine living" in a low-density, single-family, restricted residential neighborhood.

FIRST RE-ZONING

In 2004, the Developers sought a zoning change to RA-1 High Density Residential for the undeveloped Phase 1 portion plus additional land—the 21.38 acres of the current request. The developer presented a plan called Noremac Townhouse Village which would have sited more than 50 four-unit "townhome" apartments in the area. The term "townhome" belied the intention to build four-plex units on land zoned for single-family, low-density use.

Charleston Place homeowners sued (Cole Co. Case No. 02CV325916) to stop the development, pointing to the "102 lots of fine living" language and the restrictions and covenants that they believed protected them from non-compliance by unscrupulous homebuilders, and certainly from their own developer. The judge ruled against us, however, he did confirm that the land was an extension of Charleston Place and thereby under its covenants and restrictions. Yet the numbers don't add up: Phases 1 and 2 only totaled 65 lots so the missing 37 were absolutely part of the Townhouse Village project which received a new designation as RA-1.

SIGNS OF CONCERN

Happily, for residents of Charleston Place, the Townhome Village project was never built. Charleston Place Development Corp.'s only construction since 2000 has been two townhomes (four units – 4202 & 4204 Meeting St. and 4024 & 4026 Terra Bella Dr.) in a PUD section of the original plan.

At this point, it must be noted that the Developer's history in effectively managing and developing the property is a concern. Of the 53 original lots first presented in 1994 as "single family living" and the 12 lots subsequently platted along RS-2 Catalina Drive—65 in total—there are still 23 which have not yet been built on. More than 1/3 of the lots available in Charleston Place for the last three decades remain open and unsold.

To reinforce that point, since the subdivision began presenting itself as "102 lots of fine living," only 42 have actually been actually built upon, less than half the planned offering. Charleston Place Development Corp.'s performance at effectively developing and marketing a subdivision does not suggest confidence in this new project. Other concerns:

- Unsold lots have left entire stretches of street vacant and subject to vandalism and litter.
- Charleston Place Development Corp. reneged on amenities originally offered to homeowners. A neighborhood clubhouse and swimming pool were listed in the original sales material. These were removed from those plans by the Developers in a 6/19/96 amendment to the covenants.
- The inability to develop the subdivision to its full potential has resulted in higher HOA fees per resident as the ongoing costs of streetlights, maintenance, etc., fall on a proportionately smaller population than was originally conceived.
- Management of the Charleston Place Property Owners Association was eventually given over to residents as there had been no regular or systematic attempt by the Developer to collect dues for upkeep of the HOA.
- The Developer's recent townhome construction (4202 & 4204 Meeting St. and 4024 & 4026 Terra Bella Dr.) did not match the design of the previous townhomes, an odd departure from the requirements imposed on other identical units. Even in a housing environment where units are sold before they hit the market, two of the four units remain unsold a year later.

The Commission should be aware that the Developers do not have a compelling track record in meeting its promises to homeowners or in successfully completing projects.

TODAY'S ZONING REQUEST

Now we learn that the Developers intend another "high density" development, **even higher density than currently allowed by high-density zoning.** To pack all 21.38 acres to maximum capacity, they are asking for a Planned Unit Development PUD rezoning to accommodate 74 lots which would not be possible under current setback restrictions for RA-1.

The Developers state that there is no HOA or other connection to Charleston Place which relieves them of their own covenants and restrictions and clears the way for PUD at Savannah Place. Yet, the projects are clearly connected.

Savannah Place tries to repurpose land previously set aside for RS-2 purposes described in the company's sales materials. This cannot be denied. After Phases 1 and 2, the development still did not account for 37 missing lots (102 promised less 65 platted) which would have been served by the cul-

Communication #5

de-sacs of Lampford Lane, Cross Key Lane and Meeting Street. The current proposal suggests that this property is not part of the original Charleston Place subdivision, yet its own maps and marketing materials shed light on the true facts. Savannah Place is indeed Charleston Place, stripped of protections for the original homeowners.

Magically, those missing 37 lots originally part of the single-family, low-density residential sales pitch have turned into 74 super-high density lots intended to house substantially smaller properties, twice the original density of the original sales pitch.

The Developers make substantial errors in their application as well:

- There has been NO change in character in the area.
- The proposed change is NOT consistent with the goals of a comprehensive plan—putting more traffic on Rainbow is the opposite of that area’s desired outcome.
- The proposed zoning is NOT compatible with neighboring zoning and in fact continues a trend that detracts from established nearby uses.
- Providing public services to an area jam-packed with tiny houses, located in (essentially a land-locked quarry), will prove to be extremely problematic.
- A traffic impact analysis MUST be done at this location—in light of the already busy traffic on Rainbow and the company’s prior admission that it cannot serve the area via Meeting Street as proposed in the specs.
- Authorized users WILL POSITIVELY adversely affect the capacity and safety of the street network.
- Potential environmental impacts will be an ABSOLUTE HEADACHE. Ask the county about stormwater systems already in Charleston Place or Emerald Ridge.
- The designation as PUD is not at all similar to RA-1 zoning which is already high-density. The planned PUD would be ultra-high density and not suitable for the neighborhoods, traffic, roads or other infrastructure of that area.
- Neither the community nor the area around the potential re-zoning will benefit, and the company’s history in land development strongly suggests that the promises made for Savannah Place will not come to pass.

To expound on the above regarding traffic and access:

The Developer’s plan shows an extension of the former Meeting Street cul-de-sac into the proposed Savannah Place to provide. This is counter to Noremac’s own contention in the 2004 lawsuit. “The original cul-de-sacs extending from Catalina Drive cannot be returned since the real estate on which they were to be located has now been excavated. It is no longer possible to access the cul-de-sacs from Catalina Drive as was shown in the plat of section 3.” (See Attachment 2)

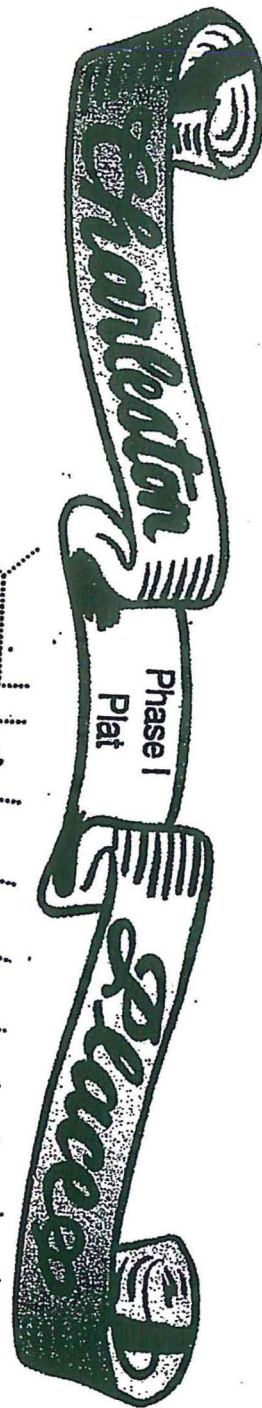
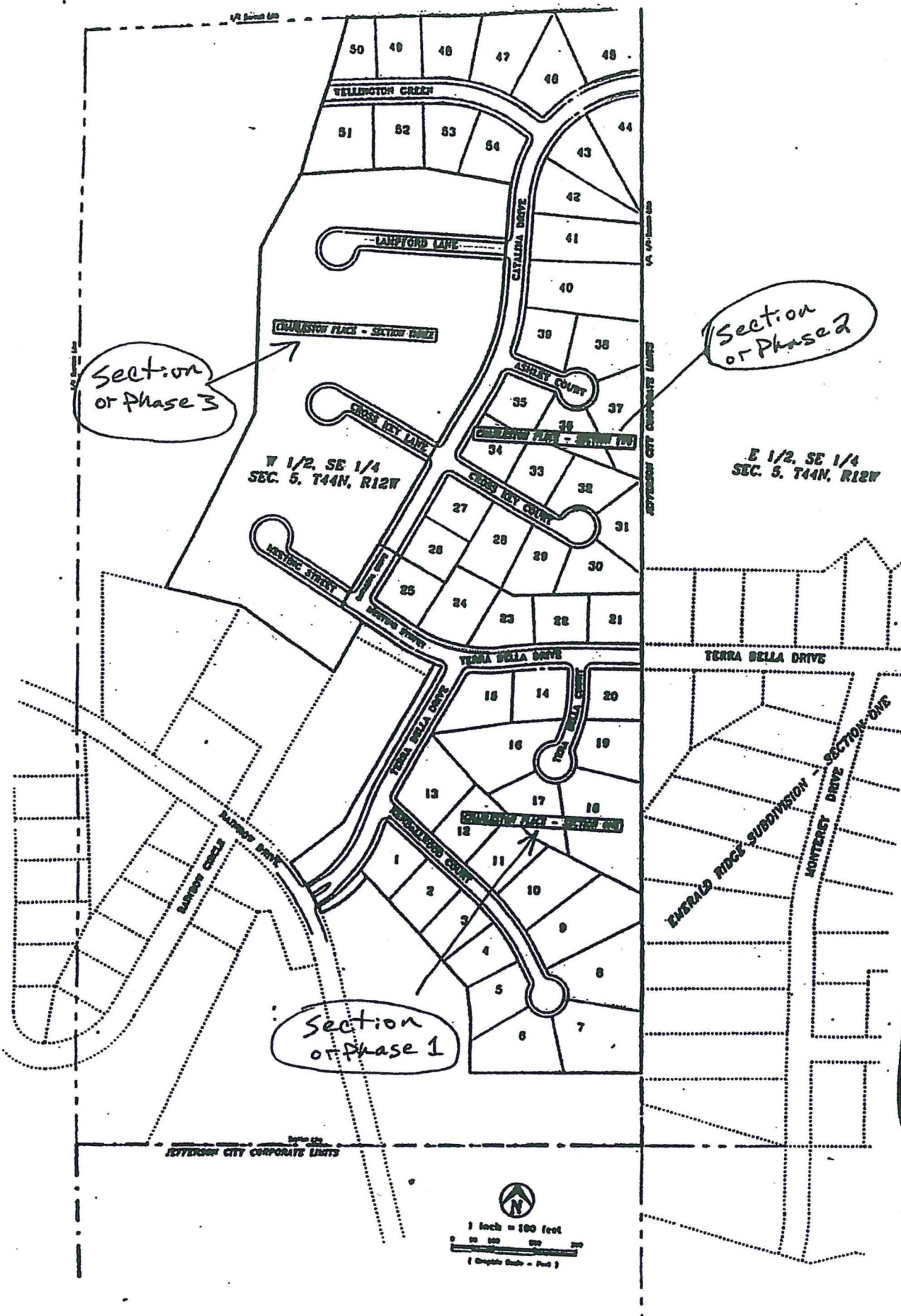
In talking personally with Kent George, one of Noremac’s principals, about the abandoned cul-de-sacs, he assured me that no access to any project in the excavated area would involve entry or egress using the streets indicated on the existing curbing.

Charleston Place already gets too much through-traffic on Terra Bella from apartment buildings off Ventura Ave. Drivers often cut through the neighborhood at a high rate of speed and do not always observe the STOP sign at Meeting St. and Terra Bella. Adding traffic from Savannah Place will increase stress on an already overburdened side street.

Communication #5

There are also concerns about the Savannah Place entry on Rainbow Drive. The city's own studies show that this roadway is already heavily used and carries more traffic every year. The planned entrance is on a slight curve where consistent speeding and poor sight lines will make it dangerous to enter or exit. Putting more traffic through the Rainbow/Country Club intersection will only increase accidents at a location that has seen several recent fatalities.

The Planning and Zoning Commission has plenty of reasons to reject Case P24012's request for PUD zoning.



Communication #5

Michael P. Riley
Eugene G. Bushmann
James W. Gallaher
Lori J. Levine
Rudolph L. Veit
R. Max Humphreys
Mark A. Ludwig*
Dana L. Frese
Edward C. Clausen
Carla G. Holste
Douglas W. Hennon
Charles J. McPheeters
Paul Graham
Charles A. "Chip" Gentry
Jason L. Call

Carson & Coil, P.C.
LAW OFFICES

P.O. Box 28
515 East High Street
Jefferson City, Missouri 65102
(573) 636-2177
(573) 636-7119 (fax)
www.carsoncoil.com

Roya R. Hough
Amy D. Salladay

Ronald R. McMillin
Of Counsel
Michael Madsen
Of Counsel

Forrest P. Carson
(1910-1981)
Cullen Coil
(1907-1989)

*Also licensed in Illinois

September 10, 2003

Duane Schreimann
2316 St. Mary's Blvd., Suite 130
Jefferson City, Missouri 65109

Re: R.L. Normac Corp., et al. vs. Irene Kuebler

Dear Duane:

I am authorized to make the following response to your September 8, 2003, letter.

1. The original cul-de-sacs extending from Catalina Drive cannot be returned since the real estate on which they were to be located has now been excavated. It is no longer possible to access the cul-de-sacs from Catalina Drive as was shown in the plat of section 3.

2. Paragraph two is acceptable.

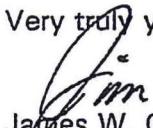
3. In return for consent to develop lots 21-24 as duplex condos my client will agree to reimburse your clients \$4,945.00 in attorney's fees.

4. The terms of paragraph four are acceptable except for the "ranch-type" limitation and the "size and design" limitation. My client contemplates developing story-and-a-half units and does not want to be limited to the precise design of those built on lots 1-20. The style and design of the condo/duplexes should be left to the discretion of my client.

5. My client will agree to pay \$4,945.00 in attorney's fees in return for consent to amend the restrictions to allow condo/duplexes to be built on lots 21-24. Condo/duplexes would be the same design as those built on lots 1-20.

Once you have had a chance to review this with your clients please give me a call.

Very truly yours,


James W. Gallaher
JWG:kcg

Case No. 02CV325916 ~

Duane Schreimann is the homeowners' attorney

James Gallaher is R.L. Normac (the developers) attorney

Communication #6

From: Sheryl Novotney <donnshein2@gmail.com>
Sent: Wednesday, November 13, 2024 7:32 PM
To: JC Planning <JCPlanning@jeffersoncitymo.gov>
Subject: Case No. P24012

We are strongly opposed to the proposed rezoning for several reasons.

It will greatly impact our property value.

It will increase traffic on Terra Bella Dr. The street is already very busy. There is a lot of pedestrian traffic on the street and a lot of cars parked on the street. There are small children in the area and a lot of traffic going over the speed limit. It is sometimes difficult to see the pedestrians walking around the cars after sunset.

The storm sewers cannot currently handle heavy rains. We live at the bottom of the hill on Terra Bella. Our street has flooded, stopping traffic in the recent past. The water formed a stream running through our backyard causing water to come in our basement through the door. More construction will make matters worse.

It would be environmentally beneficial to leave that area in its natural state.

Thank you for your consideration.

Donald and Sheryl Novotney
4000 Terra Bella Drive
Jefferson City, MO 65109

Communication #7

From: Janice Jones <jaiones12591@hotmail.com>

Sent: Thursday, November 14, 2024 9:20 AM

To: JC Planning <JCPlanning@jeffersoncitymo.gov>

Subject: REZONING MEETING - 4400 BLOCK OF RAINBOW DR AND MEETING PLACE

Good Morning:

We are residents of Charleston Place Townhouse subdivision and have serious concerns about the proposed rezoning of the 21-acre tract of land north of Rainbow Drive and west of Charleston Place subdivision. We are not able to attend the meeting today, but want our concerns documented and made part of the record of issues to be addressed before this project continues.

Our concerns are:

1. High density of homes planned for this tract of land which appears extensive for 21 acres - 133 homes.
2. Increased Traffic - 133 homes will include mostly 2 car families will increase the amount of traffic on Meeting Street and Terra Bella Drive, which is already heavy because of the apartments and townhouses on the other end of Terra Bella Drive and Ventura Drive.
3. The high quantity of mostly multi-family homes in this small area has the potential of increased noise and crime in our neighborhoods.
4. We are in established, high quality neighborhoods and this rezoning could very likely lower our property values.

Thank you for your consideration of our concerns.

Keith C and Janice Jones
4015 Terra Bella Drive
Jefferson City, MO 65109

Communication #8

From: Kimberly Chambers <kimie.dawn67@hotmail.com>

Sent: Thursday, November 14, 2024 12:34 PM

To: JC Planning <JCPlanning@jeffersoncitymo.gov>

Subject: Planning & Zoning Commission P24012

My name is Kimberly Chambers & I reside at 109 Terra Bella Ct in Jefferson City & I'm a resident of the Charleston Place subdivision. I have many concerns regarding building 133 homes (11 single family homes & 61 two family townhomes) in this area.

From the information I have received, the housing being built will be affordable housing under \$300,000.00, this will result in a decrease of property value for the current homes in our subdivision.

When you increase the number of homes in an area, you will also see the crime rate increase. We have a very quiet & peaceful neighborhood & this will definitely change if this new subdivision is built. The traffic on Rainbow Dr will be a nightmare & this will result in very heavy traffic in & out of the Charleston Place subdivision.

I am completely against the project & would like for the planning & zoning commission to take this information into consideration. Thank you for your time.

Communication #9

From: John Conrad <john.conrad.itlo@statefarm.com>

Sent: Thursday, November 14, 2024 12:48 PM

To: JC Planning <JCPlanning@jeffersoncitymo.gov>

Subject: Comments re: Case No. P24012 - 4400 Block of Rainbow Dr.

Attached are my comments and concerns.

John Conrad

John Conrad Insurance Agency, Inc.

308 Monroe St.

Jefferson City, MO 65101

573-761-4036

john@johnconradagency.com

www.johnconradagency.com



Give us a Review: We always appreciate customer feedback on the service we provide.

 [Google Review John Conrad - State Farm Insurance Agent](#)

 [Facebook Review John Conrad - State Farm Insurance Agent](#)

If this communication is securities related, click [here](#) for additional disclosures.

Communication #9

Dear Jefferson City Planning & Zoning Commission,

Thank you for the opportunity to share our questions and concerns regarding Case No. P24012 – 4400 Block of Rainbow Dr. with you. As president of the Charleston Place Property Owners Association, I have been in touch with many of the residents regarding the proposed re-zoning of the 21 acres of land to the immediate west of our homes.

We do support developing this land, but we do not want a project that compromises our beautiful neighborhood nor reduces the property values of own homes. Therefore, we have numerous concerns:

History of poor management and poor communication of developers

- In 1994 Charleston Place was originally designed for 102 single family lots including a pool and clubhouse. In 1996 the developers amended the covenants to remove to pool and clubhouse that was promised to the original property owners.
- In 2002 the 21.38 subject acres were voluntarily annexed into the city and zoned RA-1. At that time, they planned to build 50 – four-unit townhomes, called Noremac Townhouse Village, on that land. This resulted in the Kuebler family (the original landowner) along with the current residents suing the developers. The developers won and were able to maintain the RA-1 zoning.
- Fortunately for the Charleston Place residents that project never happened. Since that time the developer, Kent George, told multiple residents, including me that there would never be an entrance into these 21.38 acres from the already established Charleston Place.
- The developers started Charleston Place 30 years ago yet have only sold 45 of the existing 65 lots. With this poor track record of marketing their development, why should we expect any different results for Savannah Place?
- Sometime in September, 2024, Kent George mentioned to me they were working with a home builder to develop the quarry but no details were shared. On 10/21/24 Dr. Roger Cameron, one of the developers, attended our annual HOA meeting. I asked him before the meeting if he would talk to the members about the proposed development. He said it was too soon and they would eventually find out. Less than 2 weeks later we were notified by a re-zoning sign placed at Meeting St. along with a few people receiving letters from the city. The re-zoning application was dated 10/15/24 so Dr. Cameron knew the exact plan at our annual meeting. This lack of communication and past experiences with the developers makes the homeowners suspicious that the final product will be different than the proposed plan.

Conflicting language in the PUD proposal

- The majority of the verbiage calls this a single-family development, yet it includes 61 two-unit townhomes and only 11 single family home. That means 122 of the 133 residences are

Communication #9

multi-family. It appears the term single-family is inappropriately used numerous times in the proposal to make this look more like the surrounding low-density areas and therefore more appealing to the Planning & Zoning Commission and existing homeowners.

- The proposal says the goal is to provide attainable housing for under \$300,000. Yet another part proposes the single-family homes to be 2,000 sq. ft. and 3,000 sq. ft. townhomes having siding and decorative rock or brick. Since current building costs are more than \$200 per sq. ft. these proposed square footages falling within that price range are not realistic.

Conclusions

Since the developers are creating Savannah Place as is its own subdivision and not part of Charleston Place, then remove the entrance into Charleston Place via Meeting St. There is already a lot of traffic at the intersection of Meeting St. and Terra Bella Dr. with cars unsafely zooming through that intersection. The additional cars from Savannah Place will only make this problem worse. Even though the number of ITE peak hour trips does not require a traffic analysis, as a 20-year resident of Charleston Place, I can assure you we will have traffic problems on Meeting St., Terra Bella Dr. and Rainbow Dr.

Based on the developer's history of poor and sometimes deceptive communication including many empty promises, we would like some type of assurance, in writing, that the finished project will be the same as what was proposed. They have displayed a history of reducing the quality of a development to increase their profits. Part (d) of the Application for Planned Unit Develop (PUD) says they should attach Draft of Covenants, Conditions and Restrictions. They did not. Per Eric Barron, a properly written PUD plan protects us neighboring homeowners better than RA-1. Therefore, it is our wishes that the city requires the developer to include those Covenants, Conditions and Restrictions in their PUD plan to protect existing Charleston Place homeowners, new Savannah Place homeowners and even the developers themselves. Those Covenants, Conditions and Restrictions should include (but not limited to) the following:

- Architectural design including exterior surfaces (masonry, siding, windows, gutters, etc.), roofing pitch and materials.
- Dwelling sizes including minimum square footages along with garage and driveway rules.
- Occupancy - all units must be owner occupied, no rentals.
- Landscaping and upkeep of each property, including lawn care.
- Rules for parking of cars, boats, or campers; none being inoperable.
- Rules for detached structures including fences.
- No illegal or offensive activity allowed.

John Conrad, President
Charleston Place Property Owners Association
john@johnconradagency.com
573-230-4949

**Jefferson City
Planning & Zoning Commission**

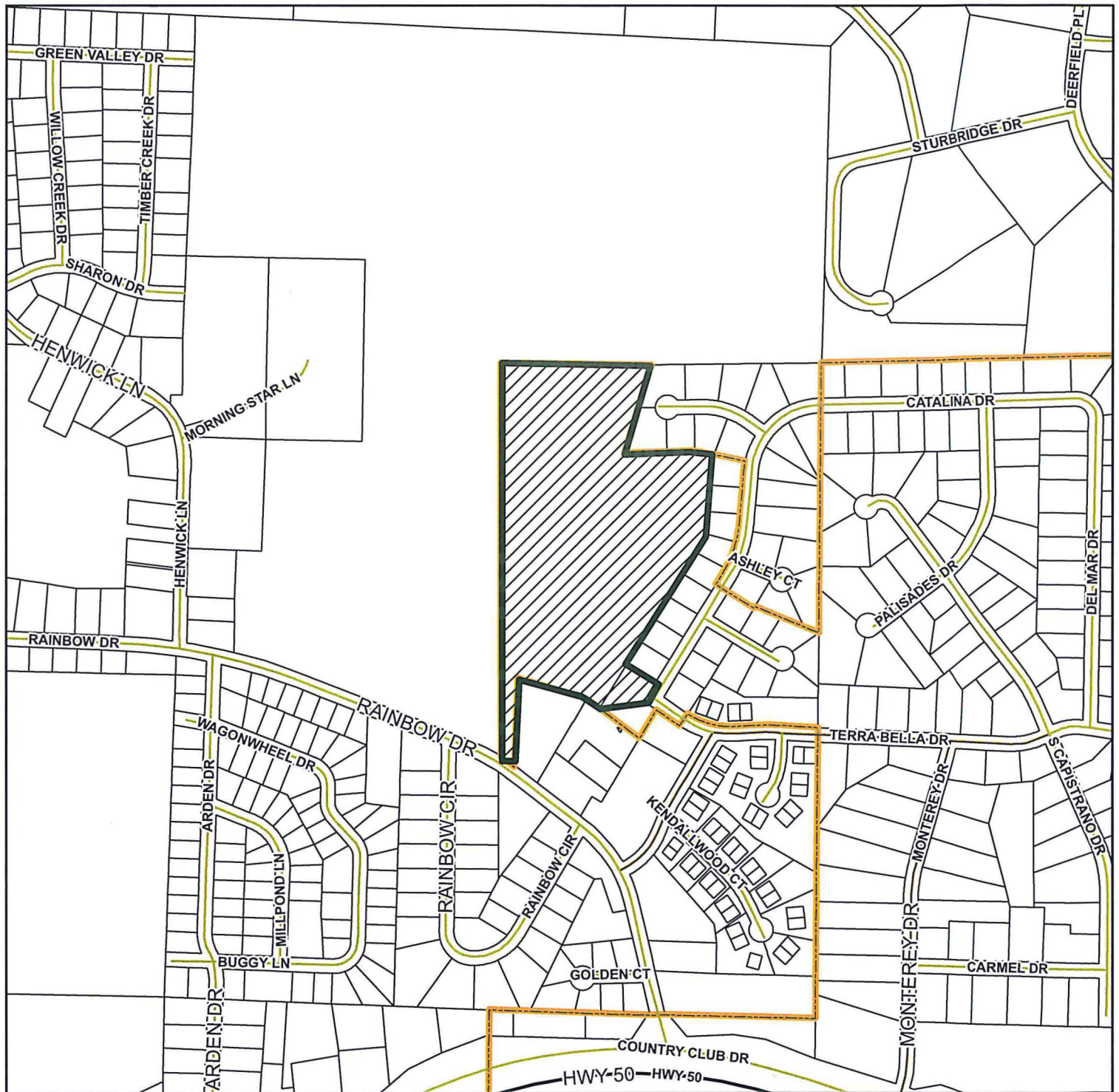
November 14, 2024

**Case No. P24012
4400 Block of Rainbow Drive**

**Charleston Place Development Company
Rezoning, Preliminary PUD Plan, and
Preliminary Subdivision Plat
Single Family Homes and Townhouse Style Duplexes**

City of Jefferson Planning and Zoning Commission

VICINITY



Case No. P24012

4400 Block of Rainbow Drive

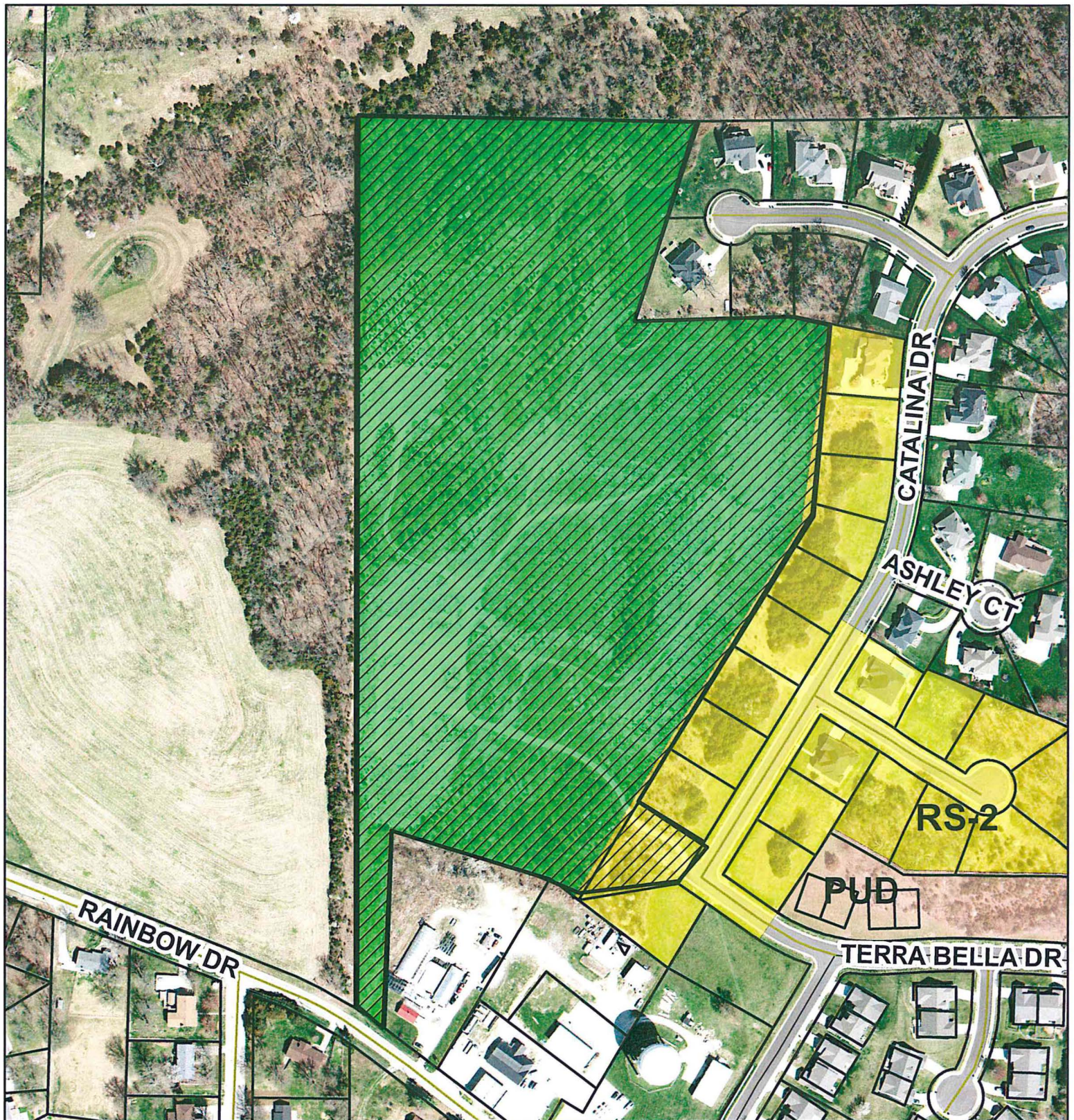
Rezoning, Preliminary PUD Plan, and Preliminary Subdivision Plat
Single Family Homes and Townhouse Style Duplexes

0 200 400 800 Feet



City of Jefferson Planning & Zoning Commission

LOCATION MAP



Case No. P24012
4400 Block of Rainbow Drive
Rezoning, Preliminary PUD Plan, and Preliminary Subdivision Plat
Single Family Homes and Townhouse Style Duplexes

0 87.5 175 350 Feet



PLANNING STAFF REPORT
JEFFERSON CITY PLANNING AND ZONING COMMISSION
November 14, 2024

Case No. P24012 – 4400 Block of Rainbow Drive, Rezoning from RA-1 High Density Residential to PUD Planned Unit Development, Preliminary Planned Unit Development (PUD) Plan, and Preliminary Subdivision Plat. Request filed by Charleston Place Development Company, property owner, for the following:

1. Rezoning of 21.38 acres from RA-1 High Density Residential to PUD Planned Unit Development
2. Preliminary PUD Planned Unit Development Plan consisting of 11 single family homes and 61 duplexes.
3. Preliminary Subdivision Plat consisting of 72 lots and 4 reserve tracts.

The property is located on the north side of Rainbow Drive, 600 feet west of Terra Bella Drive, and can be accessed via Meeting Street and is described as Part of the West Half of the Southeast Quarter of Section 5, Township 44 North, Range 12 West, in the City of Jefferson, Cole County, Missouri. (Central Missouri Professional Services, Consultant).

Nature of Request

The request's purpose is to permit a 133 unit residential development consisting of single family homes and 2-unit townhouses by means of rezoning the property from RA-1 High Density Residential to PUD Planned Unit Development and a preliminary subdivision plat comprising of 72 lots and 4 reserve tracts.

Review and Approval Process:

Both Preliminary PUD Plan and rezoning requests are reviewed by the Planning and Zoning Commission. The Planning and Zoning Commission makes a recommendation to the City Council. The City Council comes to a final decision.

Zoning History

A voluntary annexation and zoning plan were approved in early 2002.

Zoning and Surrounding Land Use

Current Zoning: RA-1

Current Use: Vacant

Proposed Zoning: PUD

Intended Use: Single and Multi Family Residential

	Surrounding Zoning	Surrounding Uses
North	Unincorporated	Vacant, Agriculture
South	Unincorporated	Single Family, Wholesale, Agriculture
East	RS-2	Vacant, Single Family Residential
West	Unincorporated	Vacant, Agriculture

Review Criteria for Rezoning:

Section 35-74 B.4, lists review criteria for consideration of an amendment to the zoning map. The applicant has provided written responses to the review criteria for a rezoning. See attached application materials. City staff have also provided responses to the review criteria as follows:

Staff Analysis of Rezoning Proposal:

Standard checklist for rezoning:	Yes	No	Notes:
The existing zoning was in error at the time of adoption.		X	The existing zoning permits a mixture of uses similar to existing uses in the area. The PUD designation primarily would serve the purpose of permitting some zoning code deviations like reduced setbacks.
There has been a change in character in the area due to installation of public facilities, other zone changes, new growth trends, neighborhood deterioration, or development transitions.	X		The proposed PUD zoning designation would accommodate reduced setbacks, which are a common trend in other communities.

There is a community need for the proposed rezoning.	X		The requests contain a residential development concept which could provide more housing for the Jefferson City community.
The proposed change is consistent with, and in furtherance of, the implementation of the goals and policies of the comprehensive plan, other adopted plans, and the policies, intents and requirements of this ordinance and other City regulations and guidelines	X		The request could assist in meeting comprehensive plan goals under categories such as housing and land use. The request is subject to the requirements within the Zoning Code and all other applicable requirements and regulations.
The proposed zoning is compatible with the zoning and uses of property nearby.	X		The area is dominated by residential; notably low density housing. The proposed single and two family homes are compatible with existing area land uses.
Public and community facilities, which may include, but are not limited to, sanitary and storm sewers, water, electrical service, police and fire protection, schools, parks and recreation facilities, roads, libraries, and solid waste collection and disposal, are available and adequate to serve uses authorized under the proposed zoning.	X		Necessary utilities and services are proposed to serve the 21.85 acre site.
A traffic impact analysis has been provided to indicate the potential number of new trips generated and provisions are provided to mitigate impacts of high traffic-generating projects		X	A traffic impact study has been determined to not be required as it is under the 100 peak hour threshold with a total ~ 76 peak hour trips anticipated to be generated from the uses.
Authorized uses shall not adversely affect the capacity or safety of the street network in the vicinity of the property.	X		The nearby and proposed road network should have the capacity in order to facilitate the traffic volume.
Potential environmental impacts (e.g., excessive storm water runoff, water pollution, air pollution, noise pollution, excessive lighting, or other environmental harms) of authorized uses shall be mitigated.	X		Management of site impact addressed through PUD Plan elements such as proposed stormwater management.
There is an adequate supply of land available in the subject area and the surrounding community to accommodate the zoning and community needs.	X		The uses of the PUD Plan are similar to uses permitted in the existing RA-1 zoning.
Benefits shall be derived by the community or area proposed to be rezoned	X		The proposed land use for the property will establish uses which would be compatible with existing area uses and supply housing opportunity.

Staff Analysis of Preliminary PUD Plan and Preliminary Subdivision Plat

The preliminary subdivision plat is subject to and receives review with respect to City Code requirements laid out in Chapter 33 The Subdivision Code and Chapter 35 Zoning Code. A rezoning approval to a PUD designation with an applicant requested underlying RA-1 designation requires the subdivision to comply with density and dimensional standards of that particular district. This includes lot size and width specifications.

Proposed Subdivision Name: Savannah Place Subdivision

Acreage: The total size of the subdivision is 21.85 acres.

Number of Lots: There are 72 lots proposed.

Lot Sizes: Lot 29 at 0.12 ac. or 5227 sf. is the smallest lot and Lot 51 at 0.45 ac. or 19602 sf. is the largest lot in the subdivision.

Reserve Tracts: There are 4 reserve tracts proposed. Tracts A and B are proposed to be used for stormwater management while the other 2 tracts (Tract C and D) are proposed to be combined with adjacent lots from Charleston Place, Section 3 Subdivision.

Sidewalks: Sidewalks of 4' width are proposed for one side of all streets.

Parking: Parking is proposed to be permitted on one side of the streets; the same side of the streets as the proposed sidewalk.

Streets and Streets Connections:: Proposed are 6 new streets with one of the new streets (Richmond Hill) connecting into Rainbow Drive and an extension of an existing street (Meeting Street) on the east side of the property.

1. Garden City Court (60' R/W)
2. Richmond Hill Drive (60'- 50' R/W)
3. Whitmarsh Lane (50' R/W)
4. Wilmington Island Drive (50' R/W)
5. Thunderbolt Road (50' R/W)
6. Tybee Island Drive (50' R/W)
7. Meeting Street (continuation of existing street with 60' R/W)

Traffic Analysis: A traffic impact analysis is not required when a use is determined to produce at least 100 peak hour trips. The following demonstrates anticipated traffic volume per ITE standards:

Unit Type	# of Unit Type	ITE Avg. Peak Hour Trips	Total # of Peak Hour Trips Per Unit Type
Single Family	11	1.02	~ 12
Duplex	122	0.52	~ 64
Combined Total # of Peak Hour Trips.			~ 76

Mail Service: A cluster mailbox is located on the south side of the site near Lot 1 on the east side of Richmond Hill and on the same side as the proposed sidewalk. Another cluster mailbox is proposed near Tract A and Lot 53; being on the east side of Whitmarsh and on the same side as the proposed sidewalk.

Utilities: Street lights, water, sewer, gas, electric, and etc. are shown on the plan and are subject to review and comments from staff both in the preliminary and final phases of the plat.

Fire Safety and Prevention: Hydrants are located at appropriate intervals.

Phasing Plan: Completion of the development is proposed to be conducted in 4 phases with each phase involving construction of equal or near equal number of units.

Allowed Uses: Permitted uses of this PUD Plan includes both single and multi family residential family. An underlying zoning district of RA-1 High Density Residential is proposed for the purpose of determining site elements such as signage and lighting.

Building Composition: Proposed are (11) 2,000 sf. single family residences and (61) 3,000 sf. townhouse style duplexes having siding and decorative rock or brick. These dwellings are also proposed to have asphalt shingles. Example building designs are included with the application materials.

Buffering and Landscaping: No bufferyard or landscaping is proposed.

Signage: No signage is proposed.

Zoning Code Deviations: Deviations from the proposed underlying RA-1 zoning are as follows:

1. Reduced front building setback: Permitting 20' front setback; a 5' reduction from the minimum 25' front setback required in the RA-1 district.
2. Reduced rear building setback: Permitting 20' rear setback; a 5' reduction from the minimum 25' rear setback required in the RA-1 district.
3. Minimum corner lot size: Permitting 2 lots to be 5910 sf., a 90 sf. reduction from the required minimum 6000 sf. corner lot size.

Staff Analysis

The request proposes residential uses which would benefit the community while being compatible with the existing area arrangement. This request would assist in meeting the goals of the comprehensive plan. The applicant has requested an underlying zoning district of RA-1 High Density Residential for the purpose of determining standards and requirements for site elements such as lighting and signage.

Recommended Form of Motion

Motion to recommend approval of the requested rezoning, Preliminary PUD Plan, and Preliminary Subdivision Plat with the following conditions:

- i. Address technical comments of staff

Jefferson City Planning & Zoning Commission Meeting
Engineering Division Staff Report
Thursday, November 14, 2024, 5:15pm

Item 6B. – New Business/ Public Hearings

Case No. P24012 – Savannah Place Preliminary Subdivision Plat and Preliminary PUD Plan, - 4400 Block of Rainbow Drive- (RA-1 to PUD Zoning)

ENGINEERING STAFF RECOMMENDATION-

Recommend approval.

Existing Infrastructure Summary

- Some public infrastructure exists in the vicinity.

Improvements Summary

- Public improvements have been proposed for all infrastructure necessary to serve the subdivision as required.

Roadway Access-

- New streets are proposed in the subdivision.
- Roadway connections to both Rainbow Drive and Meeting Street are proposed from the subdivision.
- Sight distance will need to be quantified for the connections to Rainbow Drive.

Storm Water / Erosion Control

- Storm water detention/ storm water quality have been proposed for the subdivision, in two (2) locations, at the northern portion(s) of the development.
- The 100 year overflow path will need to be identified during the final design of the plans.
- Final location(s) of both the sanitary and storm water drainage systems may need to be adjusted to ensure that adequate easement is provided for these facilities.
- Additional inlets may be needed once final street design is completed. Two (2) sub drainage areas are shown with approximately two (2) acres of drainage. Drainage from these areas may need to be picked up at additional location(s).

Sanitary Sewer

- Sanitary sewers are proposed to serve all proposed lots in the subdivision.

Sidewalk

- Sidewalk is proposed on one side of all streets.

Fire Hydrants / Street Lights/ Utilities

- The preliminary plat shows that all lots are to be served by all necessary utilities.

Review Status of Documents-

- The plat has been reviewed, has been revised and is generally in good order.



City of Jefferson
Department of Planning & Protective Services
320 E. McCarty Street
Jefferson City, MO 65101
Phone: 573-634-6410
JCPlanning@jeffersoncitymo.gov
www.jeffersoncitymo.gov

APPLICATION FOR PLANNED UNIT DEVELOPMENT (PUD)

- ☐ Concept PUD Plan
☒ Preliminary PUD Plan
☐ Final PUD Plan

- ☐ Amendment to Final PUD Plan
☐ Amendment to Final PUD Plan for Signage

PUD Project Name: Savannah Place

Street Address: 4400 Block - Rainbow Drive

Legal Description: (as follows or is attached) See Attached

Please attach or include the following:

- Typed project narrative describing the type and character of the development, including land uses, acreage, proposed residential densities or commercial floor area (FAR); public or private open space, amenities or recreation areas to be provided; sidewalks and pedestrian ways; parking areas; deviations from minimum design standards of Section 35-51; and other information required by Section 35-74 or applicable sections of the Zoning Code. The project title and location must be included upon every page. Number all pages and attachments.
- Site Plan and/or Development Plan, as applicable.
- Preliminary or Final Subdivision Plat or Declaration of Condominium Association, as applicable;
- Draft of Covenants, Conditions and Restrictions, as applicable;
- Traffic impact analysis, if required by Section 35-60;
- Signage Plan, including type, locations and dimensions of all proposed signs;
- Landscaping and Screening Plan;
- Lighting Plan, including pole heights, type of fixtures or luminaries, and foot candles;
- Project Phasing Plan (if applicable)
- Application Filing Fee = \$524 + \$200 advertising fee + \$250 rezoning fee (if applicable)
(Revised July 1, 2024)

Application Information:

Property Owner: Charleston Place Development Company
Address 2618 Schellridge Rd., Jefferson City, MO 65109
Phone Number(s): 573-690-0606

Applicant Name (if different from owner): JJR Development LLC
Address 2301 Chapel Plaza Ct. Suite 1, Columbia, MO 65203
Phone Number(s): 573-999-6944

Consultant Name: Keith Brickey, PLS, CMPS Inc.
Address: 2500 E. McCarty Street, Jefferson City, MO 65101
Phone Number(s): 573-634-3455

The attached information accurately represents this proposed project

Roger W. Cameron, Kent George
Property Owner Signature
Keith Brickey
Consultant Signature

Roger Cameron / Kent George	10/14/2024
Printed Name/Title	Date
Keith Brickey, PLS	10/14/2024
Printed Name/Title	Date

For Staff Use Only: Application Filing Fee Received _____ Amount _____ ☐ Check # _____

Attachments: Narrative ☐ Site Plan ☐ Applicant/Project Information Sheet ☐ *Note other information submitted on back page

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.

PUD NARRATIVE
Savannah Place Preliminary Plat and Preliminary PUD Plan
Rainbow Drive
Jefferson City, MO 65101
CMPS JOB # 92-213
10/10/24

- a. The 21.85 acre property is currently zoned RA-1 with Lot 63 of Charleston Place – Section 3 zoned RS-2. The overall property is proposed to be rezoned to PUD. This development will be a combination of single family and multi-family (Townhome) residential units, comprised of 72 total lots and 4 reserved tracts for storm water detention. The proposed development goal is to provide attainable housing for under \$300,000. Twelve (11) lots will be single family residential and sixty-one (61) lots will be attached 2 unit townhomes. All single family and townhomes will be owned units. Anticipated covenants and restrictions will not allow rental of units. The rezoning to PUD seeks to reduce setback requirements of the existing zoning to allow for more housing to be in the development. Buildings will consist of a mix of different styles ranging from single story, story and a half and two-story wood framed structures with asphalt shingles. Exteriors will be siding with some decorative rock or brick mixed in. Sample designs are attached. The development is planned for 4 phases (sections) of equal or close to equal in number of units.
- b. Site plans/development plans will be submitted as required.
- c. A preliminary plat is attached with this application.
- d. There is no home owners or association by laws at this time.
- e. A site-specific traffic impact study is not required per usage of the development.
- f. No signage is proposed at this time.
- g. No landscaping plan
- h. Lighting will be typical street lighting as required by the City of Jefferson.
- i. Filing fees are attached and are calculated as follows:

Subdivision Preliminary Plat Application: $\$524 + \$375 = \$899$

PUD Application: $\$524 + \$200 + \$250 = \974



City of Jefferson
Department of Planning & Protective
Services 320 E. McCarty Street
Jefferson City, MO 65101
Phone: 573-634-6410
JCPlanning@jeffersoncitymo.gov
www.jeffersoncitymo.gov

APPLICATION FOR ZONING AMENDMENTS

1. The undersigned hereby petitions the Planning and Zoning Commission and City Council of the City of Jefferson, Missouri, for the following amendment to the Zoning Code:

☒ Map Amendment ☐ Text Amendment (Include description of proposed text amendment)

Property Address: 4400 Block - Rainbow Drive

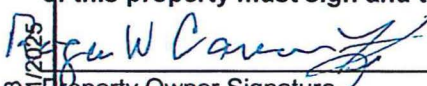
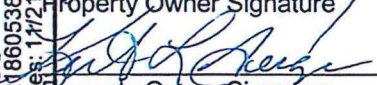
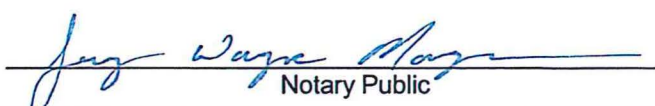
2. Applications for Map amendments shall include a location map and legal description.

3. This petition requests to rezone the above described real estate from its present classification of RA-1
PUD
district to _____ district. The purpose of this rezoning request is to:
Allow Variances in Setbacks for Subdivision

4. Filing fee: Map Amendment = \$672. Text Amendment = \$462.

5. Required Findings: Applicant responses to the required findings shall be noted in Addendum A and vary based on type of request.

6. The undersigned certify to be all of the owner(s) of the above described property and that the submitted information (including all attachments to this application) is true and correct. (All owners of this property must sign and the signatures must be notarized).

JERRY WAYNE MORGAN Notary Public - Notary Seal STATE OF MISSOURI County - Cole Commission # 21860538 My Commission Expires: 11/21/2025		<u>Roger Cameron</u>
	Property Owner Signature	Printed Name/Title (type or print)
		<u>Kent George</u>
	Property Owner Signature	Printed Name/Title (type or print)
Subscribed and sworn before me this <u>15th</u> day of <u>October</u> , <u>2024</u> .		
		 Notary Public

For City Use Only:

(Revised July 1, 2024)

Application Filing Fee: Map Amendment = \$672 (\$472 + \$200 Advertising Fee)
Text Amendment = \$462 (\$262 + \$200 Advertising Fee)

Application Filing Fee Received: _____ Cash (receipt # _____) ☐ Check (copy; check # _____)

Attachments: ☐ Addendum A ☐ Map ☐ Applicant/Project Information Sheet

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.

Jefferson City Zoning Amendment Application
Addendum A – Review Criteria
To be used to support zoning amendment requests.
(Section 35-74.B.4)

Property Address 4400 Block - Rainbow Drive

Applicant Name Charleston Place Development Company

Provide responses to the following required findings by selecting all criteria that apply to your request. State all reasons for your answer and use additional pages to complete your answer if necessary.

A. The existing zoning was in error at the time of adoption. *Explain.*

This request does not find an error in zoning

B. There has been a change in character in the area due to installation of public facilities, other zone changes, new growth trends, neighborhood deterioration, or development transitions. *Explain the change and be specific on which public facilities, other zone changes, new growth trends, neighborhood deterioration, or development transitions that effected the change.*

The surrounding area consists of residential single family developments and the proposed use will be appropriate for the property.

C. There is a community need for the proposed rezoning.

(i.) *What will the proposed zoning be?*

PUD

(ii.) *Why does the community need this zoning?*

The Jefferson City area is in need of housing. This development proposes to provide attainable home ownership.

D. The proposed change is consistent with, and in furtherance of, the implementation of the goals and policies of the Comprehensive Plan, other adopted plans, and the policies, intents and requirements of this Ordinance and other City regulations and guidelines.

E. The proposed zoning is compatible with the zoning and uses of property nearby.

Property North – In the County

Property South – In the County

Property East – RS-2

Property West – In the County

F. Public and community facilities, which may include, but are not limited to, sanitary and storm sewers, water, electrical service, police and fire protection, schools, parks and recreation facilities, roads, libraries, and solid waste collection and disposal, are available and adequate to serve uses authorized under the proposed zoning. *List public and community facilities available on the site.*

All public facilities are available to the site. Sanitary sewer is available on the property for extensions to serve the development. New streets and street extensions will be part of the development.

G. A traffic impact analysis has been provided to indicate the potential number of new trips generated and provisions are provided to mitigate impacts of high traffic-generating projects. *(See Section 35-60. Traffic Impact Analysis regarding vehicle trip thresholds and traffic impact analysis requirements)*

Under 75 Lots, N/A

H. Authorized uses shall not adversely affect the capacity or safety of the street network in the vicinity of the property.

(i.) Describe the proposed use.

(ii.) Will the proposed use adversely affect the capacity or safety of the street network in the vicinity of the property? Why/why not?

I. Potential environmental impacts (e.g., excessive storm water runoff, water pollution, air pollution, noise pollution, excessive lighting, or other environmental harms) of authorized uses shall be mitigated. *List any potential environmental impacts and how they will be mitigated.*

The property will be developed to include detention and storm water quality basins to control any excessive runoff from the site. No other adverse environmental impacts are expected.

J. There is an adequate supply of land available in the subject area and the surrounding community to accommodate the zoning and community needs.

Yes

K. Benefits shall be derived by the community or area proposed to be rezoned. *List the benefits of the proposed rezoning.*

Affordable single family housing is needed in Jefferson City. This development is made possible by a proposed developer who is also in the construction industry providing this type of housing and is well established doing the same in Columbia, Missouri



City of Jefferson
Department of Planning & Protective Services
320 E. McCarty Street
Jefferson City, MO 65101
Phone: 573-634-6410
JCPlanning@jeffersoncitymo.gov
www.jeffersoncitymo.gov

APPLICATION FOR SUBDIVISION PLAT

The undersigned hereby petitions the Planning and Zoning Commission and City Council of the City of Jefferson, Missouri for the following type of subdivision: ☒ Preliminary Plat ☐ Final Plat ☐ Replat

1. Name of Subdivision: Savannah Place
2. General location: 4400 Block - Rainbow Drive
3. Existing/Proposed zoning: Existing RA-1 / Proposed PUD
4. Existing/Proposed use of the property: Existing - Vacant / Proposed - Residential Subdivision
5. Size of the property in acres: 21.38 Acres 6. Total number of lots proposed: 74
7. Description of any variances to the Subdivision Regulations being requested (please note section number of the regulation below and attach a letter stating justification for the variance(s):
No Variances Requested

8. Application filing fee: \$ 897 Preliminary Plat = \$524 + \$5 per lot Major Revision = \$262 + \$5 per lot
Final Plat = \$367 + \$5 per lot to Preliminary Plat
Replat = \$210
(Revised July 1, 2024)

9. Signatures:

Roger Cameron / Kent George

Property Owner Name (type or print)

Roger W. Cameron / Kent George 10/15/24
Property Owner Signature Date

Glen Struempf, PE

Engineer Name (type or print)

Glen Struempf 10/15/24
Engineer Signature Date

Keith Brickey, PLS

Surveyor Name (type or print)

Keith Brickey 10/15/24
Surveyor Signature Date

Contact person for this application:

Name: Keith Brickey Address: 2500 E. McCarty, Jefferson City, MO 65101

Phone Number: _____ Email: kbrickey@cmps-inc.com

For Staff Use Only:

Attachments: ☐ Variance request letter ☐ Additional documentation

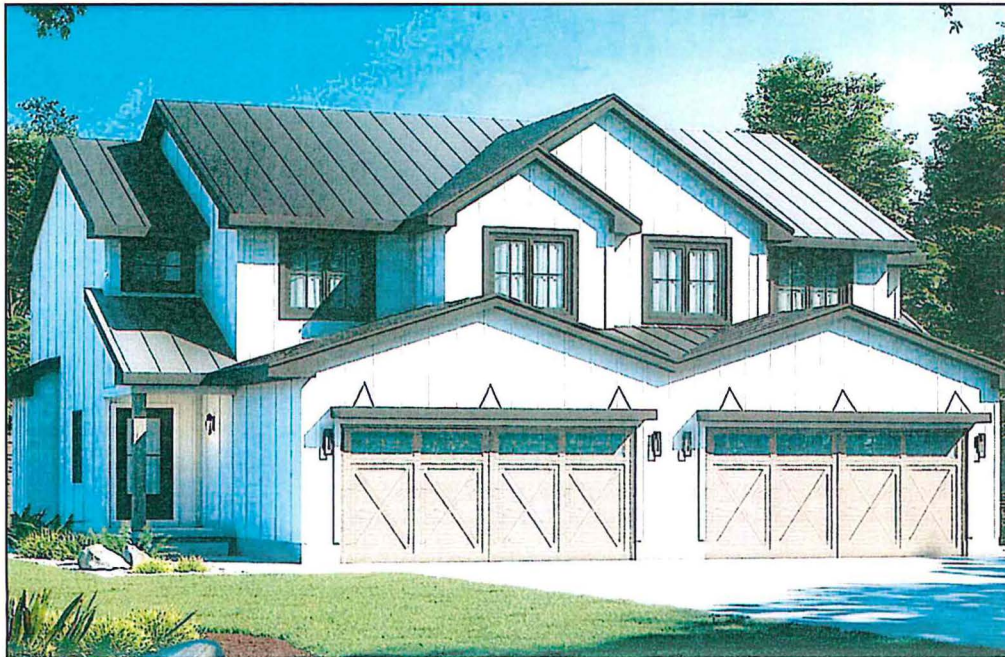
Notes: _____

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.

Savannah Place Building Renderings
4400 Block of Rainbow Drive
Planning and Zoning Commission Case P24012



Savannah Place Building Renderings
4400 Block of Rainbow Drive
Planning and Zoning Commission Case P24012



City of Jefferson

Department of Planning & Protective Services
320 E. McCarty St.
Jefferson City, MO 65101



Ron Fitzwater, Mayor

Clint Smith, AICP, Director
Phone: 573-634-6410
Fax: 573-634-6457

November 7, 2024

Dear Property Owner:

This letter is to notify you that the Jefferson City Planning and Zoning Commission will meet at 5:15 p.m. on Thursday, November 14, 2024 in the Council Chambers of the John G. Christy Municipal Building, 320 East McCarty Street to consider the following matters (see map on back):

Case No. P24012 – 4400 Block of Rainbow Drive, Rezoning from RA-1 High Density Residential to PUD Planned Unit Development, Preliminary Planned Unit Development (PUD) Plan, and Preliminary Subdivision Plat. Request filed by Charleston Place Development Company, property owner, for the following:

1. Rezoning of 21.38 acres from RA-1 High Density Residential to PUD Planned Unit Development
2. Preliminary PUD Planned Unit Development Plan consisting of 11 single family homes and 61 duplexes.
3. Preliminary Subdivision Plat consisting of 72 lots and 4 reserve tracts.

The property is located on the north side of Rainbow Drive, 600 feet west of Terra Bella Drive, and can be accessed via Meeting Street and is described as Part of the West Half of the Southeast Quarter of Section 5, Township 44 North, Range 12 West, in the City of Jefferson, Cole County, Missouri. (Central Missouri Professional Services, Consultant).

As a nearby landowner and/or neighbor, you are being provided notice of this hearing. Unfortunately, we are unable to record comments received by telephone, however, written comments may be directed to the Planning and Zoning Commission in one of the following ways:

e-mail: JCPlanning@jeffersoncitymo.gov
fax: Dept. of Planning and Protective Services / Planning Division 573-634-6457
mail: Dept. of Planning and Protective Services / Planning Division
John G. Christy Municipal Building, 320 E. McCarty Street Jefferson City, MO 65101

Written comments received on or before 1:00 p.m. on the day of the meeting will be made a part of the official record and copied and distributed to Commission members at the meeting. Those unable to provide written comments in advance are invited to deliver their comments to the Commission Chairman only at the meeting. Correspondence received after 1:00 p.m. on the day of the meeting will be included in the official record, but there is no guarantee that copies will be made for distribution to all Commission members.

For your information, this case is tentatively scheduled for a public hearing in front of the City Council on December 16, 2024. The City Council meets at 6:00 p.m. in the Council Chambers of the John G. Christy Municipal Building, 320 East McCarty Street.

Information regarding this case may be viewed on the Planning and Zoning Commission webpage at: https://www.jeffersoncitymo.gov/government/planning/planning_and_zoning_commission.php

Please contact the Planning and Zoning Division via phone at 573.634.6573 with pertinent questions.

Best Regards,

A handwritten signature in cursive script that reads "Kortney Bliss".

Kortney Bliss

Planner 1

City of Jefferson, Missouri

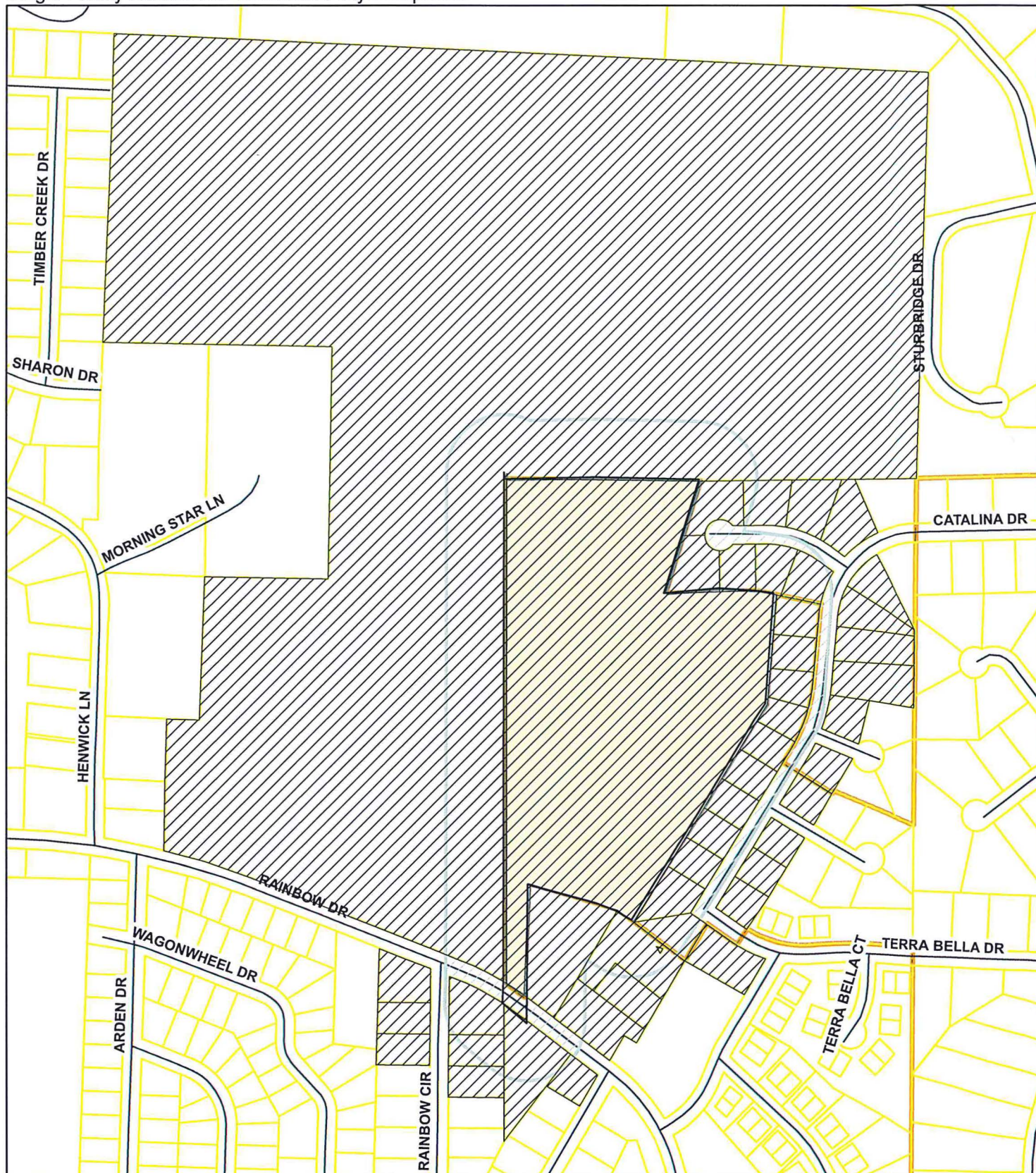
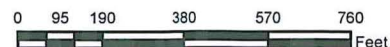
Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.

Please call (573) 634-6410 with questions regarding agenda items.



Case No. P24012
4400 Block of Rainbow Drive
Rezoning, Preliminary PUD Plan, and Preliminary Subdivision Plat
Single Family Homes and Townhouse Style Duplexes

185 ft. Notification Buffer



Jefferson City Planning and Zoning Commission

Property Owner List

Case No. P24012

4400 Block of Rainbow Drive

10/31/2024

BECK, TERRENCE R & LANA K TRUSTEES

4435 RAINBOW CIR

JEFFERSON CITY, MO 65109

4435 RAINBOW CIR MO 65109

BUECHTER, CURTIS & HEATHER R

4211 CATALINA DR

JEFFERSON CITY, MO 65109

4211 CATALINA DR MO 65109

BURROUGHS, JEFFREY L & HELEN M

4100 CATALINA DR

JEFFERSON CITY, MO 65109

4100 CATALINA DR MO 65109

CARR, BRADLEY J & STACIA M

4201 CATALINA DR

JEFFERSON CITY, MO 65109

4201 CATALINA DR MO 65109

CELADON C M L L C

140 N CAPISTRANO DR

JEFFERSON CITY, MO 65109

4356 RAINBOW DR MO 65109

CHARLESTON PLACE DEVELOPMENT CO

2618 SCHELLRIDGE RD

JEFFERSON CITY, MO 65109-1054

4206 CATALINA DR MO 65109

CRIDER, ELIZABETH L

4109 CATALINA DR

JEFFERSON CITY, MO 65109

4109 CATALINA DR MO 65109

DOWNING, SHIRLEY ANN; IMSLAND,

DARRELL EUGENE;

ET'AL

7822 COLONIAL RD

JEFFERSON CITY, MO 65109

4359 RAINBOW DR MO 65109

ELLIS, BRENNAN M & MCKENZIE D

4212 WELLINGTON GREEN

JEFFERSON CITY, MO 65109

4207 WELLINGTON GREEN MO 65109

GAZCA, JOSE A & NANCY J

4113 CATALINA DR

JEFFERSON CITY, MO 65109

4113 CATALINA DR MO 65109

HENTGES, RANDALL J TRUSTEE;

HENTGES, LARRY P

228 MORNING STAR LN

JEFFERSON CITY, MO 65109

MORNING STAR LN MO 65109

HOLT, BRIAN E & DAWN M

4428 RAINBOW CIR

JEFFERSON CITY, MO 65109

4428 RAINBOW CIR MO 65109

HOPE, J STEPHEN & LINDA L

TRUSTEES

4401 RAINBOW DR

JEFFERSON CITY, MO 65109

4401 RAINBOW DR MO 65109

Jefferson City Planning and Zoning Commission

Property Owner List

Case No. P24012

4400 Block of Rainbow Drive

10/31/2024

KIRCHHOFF, PAUL & MICHELLE

4033 CATALINA DR

JEFFERSON CITY, MO 65109

4033 CATALINA DR MO 65109

KIRKMAN, GARY & ANN C

4101 CATALINA DR

JEFFERSON CITY, MO 65109

4101 CATALINA DR MO 65109

KUEBLER, WAYNE L & SUSAN M

4704 KINGSBURY ROW

JEFFERSON CITY, MO 65109-6239

4356 RAINBOW DR MO 65109

L O C INVESTMENT L L C

11449 US HWY 63

HARTSBURG, MO 65038

4404 RAINBOW DR MO 65109

LAFOUNTAIN, HAYLE M

441 RAINBOW CIR

JEFFERSON CITY, MO 65109

4441 RAINBOW CIR MO 65109

MAIER, STEPHEN G & KAREN K

4208 WELLINGTON GREEN

JEFFERSON CITY, MO 65109

4208 WELLINGTON GREEN MO 65109

MITCHEM, JAMES S & AMY L

4215 WELLINGTON GREEN

JEFFERSON CITY, MO 65109

4215 WELLINGTON GREEN MO 65109

MO RSA 11/12 LIMITED PARTNERSHIP

% A T & T MOBILITY L L C

ATTN: PROPERTY TAX DEPT

1010 PINE9E-L-01

ST LOUIS, MO 63101

4354 RAINBOW DR MO 65109

NAPIER, WILLIAM

4437 RAINBOW CIR

JEFFERSON CITY, MO 65109

4437 RAINBOW CIR MO 65109

NEWBERRY, JOHN G & MORETTA K

NEWBERRY, MICHAEL T & MICHELLE M

4104 CATALINA DR

JEFFERSON CITY, MO 65109

4104 CATALINA DR MO 65109

PICARD, JON F

4205 CATALINA DR

JEFFERSON CITY, MO 65109

4205 CATALINA DR MO 65109

RATHMANN, SAMUEL ADAM & MARY

KATHLEEN

4105 CATALINA DR

JEFFERSON CITY, MO 65109

4105 CATALINA DR MO 65109

RIVAS, JONATHAN & GUERRO,

GIOVANNA YSABEL

4204 WELLINGTON GREEN

JEFFERSON CITY, MO 65109

Jefferson City Planning and Zoning Commission

Property Owner List

Case No. P24012 4400 Block of Rainbow Drive
4204 WELLINGTON GREEN MO 65109

10/31/2024

RUTH, P MITCHELL & VICKY K
4032 CATALINA DR
JEFFERSON CITY, MO 65109-6184
4032 CATALINA DR MO 65109

SMART, MATTHEW B
4304 RAINBOW CIR
JEFFERSON CITY, MO 65109
4304 RAINBOW CIR MO 65109

ULRICH, CHRISTOPHER P & TONYA D
4212 WELLINGTON GREEN
JEFFERSON CITY, MO 65109
4212 WELLINGTON GREEN MO 65109

WILBERS, ADAM
DOLWECK, BRITTANY A
4432 RAINBOW CIR
JEFFERSON CITY, MO 65109
4432 RAINBOW CIR MO 65109

City of Jefferson

Department of Planning & Protective Services
320 E. McCarty St.
Jefferson City, MO 65101



Ron Fitzwater, Mayor

Clint Smith, AICP, Director
Phone: 573-634-6410
Fax: 573-634-6457

January 23, 2025

Dear Property Owner:

This letter is to notify you that the following case is scheduled for a public hearing before the City Council on **Tuesday, February 18, 2025 at 6:00 PM**. The meeting will take place in the Council Chambers of the John G. Christy Municipal Building, 320 East McCarty:

The applicant has modified the plan from what was presented at the Planning and Zoning Commission in November, with designation of 17 additional lots (including all lots adjacent to existing Charleston Place Subdivision) as single family lots rather than two-unit lots. This brings the development proposal to 28 single family lots and 44 two-unit lots. I have enclosed the revised Subdivision Plat/PUD Plan.

Case No. P24012 – 4400 Block of Rainbow Drive, Rezoning from RA-1 High Density Residential to PUD Planned Unit Development, Preliminary Planned Unit Development (PUD) Plan, and Preliminary Subdivision Plat. Request filed by Charleston Place Development Company, property owner, for the following:

1. Rezoning of 21.38 acres from RA-1 High Density Residential to PUD Planned Unit Development
2. Preliminary PUD Planned Unit Development Plan consisting of 44 **28** single family homes and 64 **44** duplexes.
3. Preliminary Subdivision Plat consisting of 72 lots and 4 reserve tracts.

The property is located on the north side of Rainbow Drive, 600 feet west of Terra Bella Drive, and can be accessed via Meeting Street and is described as Part of the West Half of the Southeast Quarter of Section 5, Township 44 North, Range 12 West, in the City of Jefferson, Cole County, Missouri. (Central Missouri Professional Services, Consultant).

As a nearby landowner and/or neighbor, you are being provided notice of this hearing. Written comments may be directed to the City Council in one of the following ways:

e-mail: JCPlanning@jeffersoncitymo.gov

mail: Dept. of Planning and Protective Services / Planning Division

John G. Christy Municipal Building, 320 E. McCarty Street Jefferson City, MO 65101

Information regarding this case may be viewed on the Planning and Zoning Commission webpage at: https://www.jeffersoncitymo.gov/government/planning/planning_and_zoning_commission.php

If you have questions you may contact me at 573.634.6419.

Sincerely,



Eric Barron
Planning Manager

Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.

Please call (573) 634-6410 with questions regarding agenda items.

BILL SUMMARY

BILL NO: 2024-077A

SPONSOR: Councilmember Schwartz

SUBJECT: Supplemental Appropriation from the General Fund, Parks Fund, Parking Fund, and Wastewater Fund to the Self-Funded Health Insurance Fund based on the Percent of Employees in Each Fund

DATE INTRODUCED: February 3, 2025

DEPARTMENT DIRECTOR(S): _____

Shiela Pearre

CITY ADMINISTRATOR: _____

B. C.

Staff Recommendation: Approve

Summary: Approval of this bill will authorize a supplemental appropriation from the General Fund, Parks Fund, Parking Fund, and Wastewater Fund to the Self-Funded Health Insurance Fund to cover claims paid throughout FY2024 and the liability for unsettled claims at the end FY2024.

Origin of Request: Finance

Department Responsible: Finance

PERSON RESPONSIBLE: SHIELA PEARRE, Director of Finance and ITS

Background information: The City is self-insured for health insurance. Based on the most recent estimates available, the Self-Funded Health Insurance Fund requires a transfer in the amount of \$750,000 to prevent a negative fund balance at fiscal year-end 2024.

Fiscal Information: This bill would supplementally appropriate \$750,000 in additional funds from the General Fund, Parks Fund, Parking Fund, and Wastewater Fund to the Self-Funded Health Insurance Fund.

BILL NO. 2024-077A

SPONSORED BY Councilmember Schwartz

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF JEFFERSON, MISSOURI, AMENDING THE 2023-2024 BUDGET OF THE CITY OF JEFFERSON, MISSOURI, BY SUPPLEMENTALLY APPROPRIATING FUNDS FROM THE GENERAL FUND, PARKS FUND, PARKING FUND, AND WASTEWATER FUND TO THE SELF-FUNDED HEALTH INSURANCE FUND BASED ON THE PERCENT OF EMPLOYEES IN EACH FUND.

BE IT ENACTED BY THE COUNCIL OF THE CITY OF JEFFERSON, MISSOURI, AS FOLLOWS:

Section 1. There is hereby supplementally appropriated within the General Fund, Parks Fund, Parking Fund, and Wastewater Fund a total of \$750,000, as indicated in Exhibit A, attached hereto.

Section 2. There is hereby supplementally appropriated within the Self-Funded Health Insurance Fund a total of \$750,000, as indicated in Exhibit A, attached hereto.

Section 3. This Ordinance shall be in full force and effect from and after the date of its passage and approval.

Passed: _____

Approved: _____

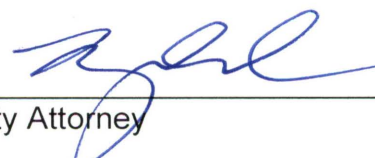
Presiding Officer

Mayor Ron Fitzwater

ATTEST:

APPROVED AS TO FORM:

City Clerk



City Attorney

CERTIFICATION BY MAYOR

Pursuant to Article VII, Section 7.1(5.) Of the Charter of the City of Jefferson, Missouri, I hereby certify that the sums appropriated in the ordinance are available in the various funds to meet the requirements of this bill.

Mayor Ron Fitzwater

**SUPPLEMENTAL APPROPRIATIONS
FISCAL YEAR 2023-2024 BUDGET**

General Fund:

Revenue

10-100-495995 Transfer from Surplus \$586,098.40

Expense

10-700-590065 Transfer to Self-Funded Health Insurance \$586,098.40

Parks Fund:

Revenue

21-210-495995 Transfer from Surplus \$89,244.85

Expense

21-700-590065 Transfer to Self-Funded Health Insurance \$89,244.85

Parking Fund:

Revenue

62-100-495995 Transfer from Surplus \$12,871.85

Expense

62-700-590065 Transfer to Self-Funded Health Insurance \$12,871.85

Wastewater Fund:

Revenue

64-100-495995 Transfer from Surplus \$61,784.90

Expenditure

64-700-590065 Transfer to Self-Funded Health Insurance \$61,784.90

Self-Funded Health Insurance Fund:

Revenue

73-100-490100 Transfer from General Fund \$586,098.40

73-100-490210 Transfer from Parks Fund \$89,244.85

73-100-490120 Transfer from Parking Fund \$12,871.85

73-100-490140 Transfer from Wastewater Fund \$61,784.90

Expense

73-730-521040 Medical Claims & Services \$750,000.00

BILL SUMMARY

BILL NO: 2024-077B

SPONSOR: Councilmember Schwartz

SUBJECT: Supplemental Appropriation from the General Fund, Parks Fund, Parking Fund, and Wastewater Fund to the Self-Funded Health Insurance Fund based on the administrative chargeback percentage

DATE INTRODUCED: February 3, 2025

DEPARTMENT DIRECTOR(S): Shiela Pearre

CITY ADMINISTRATOR: B. C.

Staff Recommendation: Approve

Summary: Approval of this bill will authorize a supplemental appropriation from the General Fund, Parks Fund, Parking Fund, and Wastewater Fund to the Self-Funded Health Insurance Fund to cover claims paid throughout FY2024 and the liability for unsettled claims at the end FY2024.

Origin of Request: Finance

Department Responsible: Finance

PERSON RESPONSIBLE: SHIELA PEARRE, Director of Finance and ITS

Background information: The City is self-insured for health insurance. Based on the most recent estimates available, the Self-Funded Health Insurance Fund requires a transfer in the amount of \$750,000 to prevent a negative fund balance at fiscal year-end 2024.

Fiscal Information: This bill would supplementally appropriate \$750,000 in additional funds from the General Fund, Parks Fund, Parking Fund, and Wastewater Fund to the Self-Funded Health Insurance Fund.

BILL NO. 2024-077B

SPONSORED BY Councilmember Schwartz

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF JEFFERSON, MISSOURI, AMENDING THE 2023-2024 BUDGET OF THE CITY OF JEFFERSON, MISSOURI, BY SUPPLEMENTALLY APPROPRIATING FUNDS FROM THE GENERAL FUND, PARKS FUND, PARKING FUND, AND WASTEWATER FUND TO THE SELF-FUNDED HEALTH INSURANCE FUND BASED ON THE ADMINISTRATIVE CHARGEBACK PERCENTAGE.

BE IT ENACTED BY THE COUNCIL OF THE CITY OF JEFFERSON, MISSOURI, AS FOLLOWS:

Section 1. There is hereby supplementally appropriated within the General Fund, Parks Fund, Parking Fund, and Wastewater Fund a total of \$750,000, as indicated in Exhibit A, attached hereto.

Section 2. There is hereby supplementally appropriated within the Self-Funded Health Insurance Fund a total of \$750,000, as indicated in Exhibit A, attached hereto.

Section 3. This Ordinance shall be in full force and effect from and after the date of its passage and approval.

Passed: _____

Approved: _____

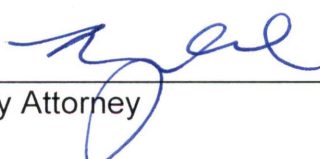
Presiding Officer

Mayor Ron Fitzwater

ATTEST:

APPROVED AS TO FORM:

City Clerk



City Attorney

CERTIFICATION BY MAYOR

Pursuant to Article VII, Section 7.1(5.) Of the Charter of the City of Jefferson, Missouri, I hereby certify that the sums appropriated in the ordinance are available in the various funds to meet the requirements of this bill.

Mayor Ron Fitzwater

**SUPPLEMENTAL APPROPRIATIONS
FISCAL YEAR 2023-2024 BUDGET**

General Fund:

Revenue

10-100-495995 Transfer from Surplus \$533,925.00

Expense

10-700-590065 Transfer to Self-Funded Health Insurance \$533,925.00

Parks Fund:

Revenue

21-210-495995 Transfer from Surplus \$129,000.00

Expense

21-700-590065 Transfer to Self-Funded Health Insurance \$129,000.00

Parking Fund:

Revenue

62-100-495995 Transfer from Surplus \$10,350.00

Expense

62-700-590065 Transfer to Self-Funded Health Insurance \$10,350.00

Wastewater Fund:

Revenue

64-100-495995 Transfer from Surplus \$76,725.00

Expenditure

64-700-590065 Transfer to Self-Funded Health Insurance \$76,725.00

Self-Funded Health Insurance Fund:

Revenue

73-100-490100 Transfer from General Fund \$533,925.00

73-100-490210 Transfer from Parks Fund \$129,000.00

73-100-490120 Transfer from Parking Fund \$10,350.00

73-100-490140 Transfer from Wastewater Fund \$76,725.00

Expense

73-730-521040 Medical Claims & Services \$750,000.00

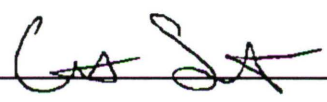
BILL SUMMARY

BILL NO: 2024-072

SPONSOR: Councilmember Spencer

SUBJECT: Authorizing a Budget Amendment and Approving Cooperative Agreement with Oracle Enterprises, Inc

DATE INTRODUCED: January 6, 2025

DEPARTMENT DIRECTOR(S): _____ 

CITY ADMINISTRATOR: _____ 

Staff Recommendation: Approve

Summary: Approves Cooperative Agreement with Oracle Enterprises, Inc. related to the demolition of 1510 Jefferson St.

Department Responsible: Law/PPS

PERSON RESPONSIBLE: RYAN MOEHLMAN / CLINT SMITH

Background Information: If approved, this bill would allow the City to assist the Property Owner at 1510 Jefferson Street to demolish the building. The City will deposit \$250,000.00 with an escrow agent who will verify invoices and make payments to Republic Services from this fund. The Property Owner will provide the escrow agent monthly invoices or documentation showing the charges from Republic Services for the removal of solid waste from the demolition.

Under the Cooperative Agreement, the City will be responsible for \$45 per ton of solid waste dumped at Jefferson City Landfill if the Property Owner choses to use their own equipment to haul solid waste or \$199 per truck load (approximately 8 tons per truck load) if Property Owner hires Republic Services to haul solid waste material to Jefferson City Landfill.

Fiscal Information: The bill amends the FY2023-24 to add \$250,000 to the PPS demolitions account from excess sale tax collections. The City will deposit \$250,000.00 into an escrow account and the charges paid to Republic Services under the Cooperative Agreement shall not exceed \$250,000.00. Money that is not paid to Republic Services will be returned to the City.

BILL NO. 2024-072

SPONSORED BY Councilmember Spencer

ORDINANCE NO. _____

AN ORDINANCE APPROVING AN AGREEMENT BETWEEN THE CITY OF JEFFERSON AND ORACLE ENTERPRISES, INC.

WHEREAS, the City desires to enter into a Cooperative Agreement with Oracle Enterprises, Inc to demolish building located at 1510 Jefferson Street; and

WHEREAS, the City believes that the demolition of the building at 1510 Jefferson St. is desirous to promote the general health, safety and welfare of the surrounding neighborhood and City at as a whole and by entering into the Cooperative Agreement attached as Exhibit A, the City receives certainty in time and outcome related to the demolition of the building at 1510 Jefferson St.

NOW, THEREFORE, BE IT ENACTED BY THE COUNCIL OF THE CITY OF JEFFERSON, MISSOURI, AS FOLLOWS:

Section 1. The “Cooperative Agreement” attached hereto as Exhibit A is hereby approved and the Mayor and City Clerk are hereby authorized to execute the same.

Section 2. The FY2023-24 Budget is hereby amended as set forth in Exhibit B.

Section 3. This ordinance shall be in full force and effect upon its passage and approval.

Passed: _____

Approved: _____

Presiding Officer

Mayor Ron Fitzwater

ATTEST:

APPROVED AS TO FORM:

City Clerk



City Attorney

COOPERATIVE AGREEMENT

THIS COOPERATIVE AGREEMENT ("this Agreement") is made and entered into on the last day executed by a party, as indicated on the signature pages below, by and between **the City of Jefferson, Missouri**, a municipal corporation of the State of Missouri ("City") and **ORACLE ENTERPRISES INC** ("Property Owner"). The City and Property Owner may hereinafter be collectively referred to as the Parties and individually as a Party.

RECITALS

The Subject Property. The Property Owner holds title to certain land currently located at 1510 Jefferson St (Parcel ID 1006130004002008) within the incorporated area of the City of Jefferson (the "Subject Property") with a building located on the Subject Property (the "Building").

NOW, THEREFORE, in view of the foregoing Recitals and in consideration of the mutual promises, declarations, covenants and agreements of the City and Property Owner as hereinafter set forth, the Parties hereto do hereby agree as follows:

1. Property Owner's Obligations

- a) Within three (3) months of the effective date of this Agreement, Property Owner shall start the demolition of the Building, including all foundations, substructures, and outbuildings, and the Subject Property restored to a graded, seeded, and strawed state. All work to restore the Subject Property to such state shall be completed within six (6) months of the effective date of this Agreement. Property Owner shall obtain all necessary permits and approvals from the City, State, or other governmental entity having jurisdiction over the Subject Property and shall comply with the City's Solid Waste Code and all solid waste removed from the Subject Property shall be disposed of at Republic Service's landfill in Jefferson City ("JC Landfill").

2. City's Obligations for Development.

- a) City shall participate in the demolition of the Building by paying Republic Service an amount equal to the following:
 - i) \$45 per ton of solid waste dumped at the JC Landfill, if Property Owner uses their own equipment to haul solid waste to the JC Landfill, or
 - ii) \$199 per truck load (constituting approximately 8 tons per truck load) hauled to Republic Service, if Property Owner hires Republic Services to haul solid waste material to the JC Landfill.
- b) City shall deposit the sum of \$250,000 with a reputable third-party escrow agent that will oversee the payments to Republic Service from this fund per the guidelines of this Agreement.

- c) Property Owner shall provide monthly to the escrow agent a copy of invoices or documentation showing the charges from Republic Service for Solid Waste Disposal at the JC Landfill and calculation showing the City's share of the payments due to Republic Service. Escrow Agent shall provide the appropriate payment to Republic Service within 14 days of receipt of such invoices and documentation, subject to Escrow Agent's review and confirmation of the accuracy of payment requests.
 - d) Notwithstanding anything provided herein, total payments from the City to Republic Service under this Agreement shall not exceed Two Hundred Fifty Thousand Dollars (\$250,000.00).
 - e) Money placed into escrow and not paid to Republic Service, if any, will be returned to City.
3. **Amendments.** Any amendment to this Agreement must be in writing and must be executed by the City and the Property Owner, and any future owner of any part of the Subject Property who would otherwise be obligated to perform any of the requirements imposed upon the Property Owner by this Agreement. Oral modifications or amendments of this Agreement shall be of no force or effect.
4. **Remedies.** The parties to this Agreement may, either in law or equity, by suit, action, mandamus or other proceedings in court, seek declaratory relief, enforce and compel specific performance of this Agreement, provided that in no event shall the City have any liability in damages, costs (including attorneys' fees) or any other monetary liability to Property Owner or any affiliate of Property Owner, any person claiming through Property Owner, or to their respective successors, assigns, heirs and personal representatives in respect of any suit, claim, or cause of action arising out of this Agreement or any of the actions or transactions contemplated herein, except for the reimbursements set forth herein, subject to Property performing all actions necessary to entitle to receive such reimbursements.
5. **Notices.** All notices between the parties hereto shall be in writing and shall be sent by certified or registered mail, return receipt requested, by personal delivery against receipt, or by overnight courier, and shall be deemed to have been validly served, given or delivered immediately when delivered against receipt or three (3) business days after deposit in the mail, postage prepaid, or one (1) business day after deposit with an overnight courier, and shall be addressed as follows:

If to the City:

City of Jefferson
City Administrator
320 E. McCarty
Jefferson City, MO 65101

If to Property Owner:

Oracle Enterprises Inc
1590 Jefferson St
Jefferson City, MO 65109

Each party shall have the right to specify that notice is to be addressed to another address by giving to the other party ten (10) days written notice thereof.

6. ***Compliance with Laws.*** Property Owner shall comply with all applicable state, local, and federal laws in the performance of this Agreement.
7. ***Entire Agreement.*** This Agreement contains the entire and complete agreement between the City and the Property Owner with respect to matters contained herein, all as hereinabove described in the Recitals for this Agreement and the above numbered paragraphs of this Agreement. Parties agree that this Agreement constitutes a lawful contract between the Parties and Property Owner hereby acknowledges and agrees that this Agreement and provisions of the City's Code of Ordinances applicable to this Agreement constitute lawful exercises of the City's authority and police power.

(Signature Pages to Follow)

IN WITNESS WHEREOF, the Parties have executed this Agreement and shall be effective on the last day and year indicated below.

CITY:
City of Jefferson, Missouri

By: _____
Ron Fitzwater, Mayor

Date: _____

ATTEST:

Emily Donaldson, City Clerk

Approved as to form:

Ryan Moehlman, City Attorney

STATE OF MISSOURI)
) SS
COUNTY OF COLE)

On this _____ day of _____, 202_, before me appeared Ron Fitzwater, to me personally known, who, being by me duly sworn did say that he is Mayor of the City of Jefferson, Missouri, a Missouri constitutional charter city and municipal corporation, and that said instrument was signed on behalf of said City, by authority of its City Council, and said Mayor Ron Fitzwater acknowledged said instrument to be the free act and deed of said City and that he executed the same for the purposes therein stated.

IN TESTIMONY WHEREOF, I have hereunto affixed my hand and notarial seal at my office in the State and County aforesaid, on the day and year hereinabove first written.

_____, Notary Public

My commission expires: _____

PROPERTY OWNER:

ORACLE ENTERPRISES INC

By: [Signature]
Name & Title: Raman Puri, President

Date 12/20/2024

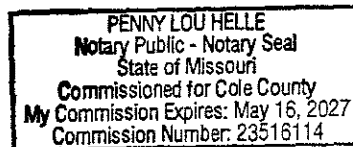
STATE OF MISSOURI)
) SS
COUNTY OF COLE)

On this 20 day of December, 2024, before me appeared Raman Puri to me personally known, who, being by me duly sworn did say that he is President of ORACLE ENTERPRISES INC, a Missouri corporation, and that said instrument was signed on behalf of said company, by authority of its governing body, and said President acknowledged said instrument to be the free act and deed of said company and that he executed the same for the purposes therein stated.

IN TESTIMONY WHEREOF, I have hereunto affixed my hand and notarial seal at my office in the State and County aforesaid, on the day and year hereinabove first written.

Penny Lou Helle
_____, Notary Public

My commission expires: 5-16-27



**BUDGET AMENDMENT
FISCAL YEAR 2023-2024 BUDGET**

General Fund:

Revenue

10-100-400010 Sales Tax	\$ 250,000.00
-------------------------	---------------

Expenditure

10-533-522022 Demo	\$ 250,000.00
--------------------	---------------



DEPARTMENT OF PLANNING AND PROTECTIVE SERVICES

MEMORANDUM

TO: Mayor and City Council

THROUGH: Brian Crane, City Administrator

FROM: Clint Smith, Planning & Protective Services Director

DATE: January 28, 2025

RE: Demolition Options for 1510 Jefferson Street

At the January 6, 2025 City Council meeting, during the discussion of Council Bill 2024-072, which would approve an agreement with Oracle Enterprises related to the demolition of 1510 Jefferson Street, also known as the Truman Hotel, a Council member requested additional information on other potential scenarios for demolishing the property. Staff has prepared information on four potential scenarios for demolition, as well as demolition cost estimates based on previous demolitions initiated by the City.

The range of costs shown in the chart below includes three recent demolitions undertaken by the City. Based on those ranges of costs, a potential range of costs for demolishing 1510 Jefferson is also included. It is important to note that all demolitions are unique, and demolition costs reflect many things - time, materials, equipment, and debris removal. Demolition companies base the demolition cost off of their total time, material and labor minus the return they get on the recycled materials (e.g. steel) and clean fill (generally considered brick and stone) when recycled or sold.

Buildings that have recoverable material, such as steel, can be recycled by the demolition company and this can offset the price of the demolition. Other buildings that are constructed of masonry can be used as clean fill, which would eliminate the cost of disposing of those materials at Republic. In the case of the Saddletree and other buildings located on the MSP site that were demolished, those buildings were mainly a brick exterior, and there was a significant amount of steel inside the housing units, but they were otherwise empty.

The building in question is likely to have little recyclable materials or masonry, which may result in a higher total cost of demolition and disposal when compared to an empty masonry building. And the

interior of the building still contains significant amounts of furniture and other items, which may result in a higher cost of clearance and disposal when compared with a vacant building.

The chart below lists the three recent commercial demolitions completed by the City, their size, and cost. The range of costs was used to provide a range of potential costs to demolish and dispose of 1510 Jefferson.

<i>Site</i>	<i>Building footprint</i>	<i>Total cost of demolition</i>	<i>Cost per square foot</i>
News Tribune	13,000 sq.ft.	\$217,099	\$16.69 /sq.ft.
Saddletree	12,266 sq.ft.	\$144,680	\$11.80/sq.ft.
415 Commercial	3,322 sq.ft.	\$50,429	\$15.18/sq.ft.
1510 Jefferson	55,759 sq.ft.	\$658,000-\$931,000	\$11.80-\$16.69

The New Tribune could be considered a close comparison to 1510 Jefferson. Of the total cost of that demo and disposal, the disposal represented approximately 14% of the overall costs, or about \$30,000. The amount of materials disposed of at Republic's land fill totaled 242 tons. Using these costs, **a cost estimate for just the disposal of 1510 Jefferson could be approximately \$98,700-\$119,000.** However, this is an estimate, and the actual cost may be higher or lower depending on the specific circumstances of the site.

Below are four options for Council to consider regarding the potential demolition of 1510 Jefferson.

Option 1: Owner commences demolition of the property without City involvement.

If the City chooses to take no action to facilitate the demolition of the property, then the demolition of the property would be the responsibility of the owner and would occur on their timeline.

Process	Cost	Timeframe
Owners demolish building.	Owner: \$658,000-\$931,000	Dependent on property owner.

Option 2: City enters into proposed agreement with the owner to facilitate the demolition of the building.

Owner and City enter into an agreement and Owner demolishes building. Agreement requires City to cover a portion of the cost of disposal at Republic solid waste site.

Process	Cost	Timeframe
Owner initiates the demolition and disposal of the building. City reimburses owner a portion of the disposal costs to take materials to Republic's site.	Owner: \$658,000-\$931,000 , less the reimbursement amount from the City City: Not to exceed \$250,000	Owner must initiate demolition no less than 3 months from date of agreement, and complete demolition within 6 months.

Option 3: City pursues Dangerous Building declaration and abatement, and initiates demolition. With no appeal of the dangerous building declaration process by the owner, demolition could potentially be completed within approximately 7-12 months. The City would be responsible for the upfront costs of the demolition, and a tax lien would be placed on the property for those amounts. If there is litigation, then the timeline could increase significantly.

Process	Cost	Timeframe
City notices property owner of Dangerous Building, the dangerous building hearing is scheduled and held, and owner is ordered to correct conditions or appeal within 30 days.		3-4 months
Potential Intervening Step: Property owner litigates findings of dangerous building hearing.	City: ~\$50,000+ in staff/legal costs	1-2 years
If no action or appeal by owner, City starts demo process, orders asbestos inspection and abatement.	City: \$10,000-\$100,000 (if asbestos is present)	15-30 days
Demolition is put out for bids, Council approves contract, contract is issued, and work begins on demo and disposal.	City: \$658,000-\$931,000	3-4 months
Cost of demolition is applied as a tax lien to the property. If tax lien is not paid within 3 years, then property may be sold in a tax sale.	City: May be reimbursed portion of demo cost/tax lien at tax sale.	Minimum 3 years
	City: Owner may also request payment plan for tax lien over a 10-year period.	Up to 10 years

Option 3a: This option would be the same as Option 3 except for the final step. City pursues the condemnation and acquisition of the property through eminent domain, instead of waiting on a tax sale of the property. All other costs in Option 3 (including demo) would still apply to Option 3a.

Process	Cost	Timeframe
Cost of demolition is applied as tax lien to property. City initiates eminent domain lawsuit to acquire property.	City: \$50,000-100,000 in legal fees plus FMV of property	1.5-3 years

Impact of LCRA Urban Renewal Plan: On January 8, 2025 legal counsel for the Housing Authority provided the City Council a memo outlining the history of the Housing Authority/LCRA's involvement in the redevelopment of the former Truman Hotel site. While the City did approve an Urban Renewal Plan on February 20, 2017 by resolution, this resolution did not create an enforceable obligation on the Property Owner to redevelop 1510 Jefferson, nor did this resolution waive the City's right to enforce its property maintenance and nuisance codes on 1510 Jefferson St.

The Urban Renewal Plan and its 15-year "deadline" to redevelop 1510 Jefferson St. is applicable to the Property Owner's ability to seek tax abatement from the LCRA. In other words, if the Property Owner wants to receive tax abatement on 1510 Jefferson St. from the LCRA, it must redevelop the property with a 125-room hotel and 20,000 sq. ft. conference facility by February 20, 2032. Nothing in the Urban Renewal Plan compels the Property Owner to do anything with 1510 Jefferson St., nor does the Urban Renewal Plan relieve the Property Owner from maintaining 1510 Jefferson St. in a safe and nuisance-free condition. Staff believes that the 2017 Urban Renewal Plan is largely inapplicable to the City Council's consideration how to potentially address dangerous and/or nuisance conditions on 1510 Jefferson St.

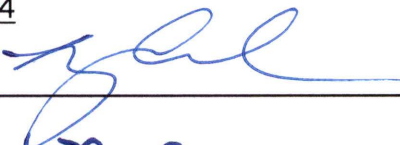
BILL SUMMARY

BILL NO: 2024-073

SPONSOR: Councilmember Schwartz

SUBJECT: Activating the Christy Drive TIF Plan

DATE INTRODUCED: December 16, 2024

DEPARTMENT DIRECTOR(S): _____ 

CITY ADMINISTRATOR: _____ 

Summary: Activates the Christy Drive Tax Increment Financing (TIF) Plan

Department Responsible: Law Department

PERSON RESPONSIBLE: RYAN MOEHLMAN, City Attorney

Background Information: See attached Activation of Christy Drive Tax Increment Financing Plan memo provided by Special Economic Development Counsel.

Memo

To: Mayor and City Council of the City of Jefferson, Missouri
Brian Crane, City Administrator
Ryan Moehlman, City Counselor

From: Joe Lauber, City Special Economic Development Legal Counsel

Date: January 2, 2025

Re: Activation of Christy Drive Tax Increment Financing Plan

Background

On October 30, 2024, Land Investments, LLC (“**Applicant**”) submitted an application for tax increment financing (“**TIF**”) in the form of the Christy Drive Tax Increment Financing Plan, City of Jefferson City, Missouri (the “**Christy Drive Tax Increment Financing Development Plan**” or “**TIF Plan**”). The Applicant modified the application and resubmitted it to the City Clerk on November 11, 2024. The City of Jefferson Tax Increment Financing Commission (“TIF Commission”) opened a public hearing on October 30, 2024 and continued the public hearing to November 20, 2024. On November 20, 2024, after conclusion of the public hearing, the TIF Commission voted 9-1 to adopt Resolution 2024-01, a Resolution recommending approval of the Christy Drive Tax Increment Financing Plan, designation of a redevelopment area, designation of a blight within the redevelopment area, designation of the redevelopment project area, approval of the redevelopment project within the redevelopment area, and designation of a developer to the City Council of the City of Jefferson City, Missouri. On December 16, 2024, the City Council held a public hearing regarding the TIF Plan. On January 6, 2025, the City Council will consider approval of the TIF Plan.

Activation

Section 99.810, RSMo. of the Real Property Tax Increment Allocation Redevelopment Act (“TIF Act”) requires that a redevelopment project be approved within ten years from the adoption of the ordinance approving the TIF Plan. On January 6, 2025, the City Council will consider an ordinance to approve the TIF Plan. There is only one Redevelopment Project included in the TIF Plan, which includes all of the improvements discussed in the TIF Plan. The Applicant has requested that the Redevelopment Project be activated in January 2025.

Tax increment financing is generally based on the concept that the redevelopment of a blighted area will result in an incremental increase in tax revenues. A portion of this incremental increase in revenue is captured for the period of time necessary to pay for the incentives required for the

redevelopment to occur, which cannot exceed 23 years from when capture of the incremental increase commences. The incremental increase in property tax revenues are distributed as “payments in lieu of taxes,” which are commonly referred to as “PILOTs.” The incremental increases in economic activity taxes (the most common type is sales tax) are commonly referred to as “EATs.” The annual PILOTs and EATs captured by the TIF District are the amount above tax collections within the Redevelopment Area in the year before tax increment financing is activated. This prior year tax level is considered the “base.”

Approval of the ordinance approving the Redevelopment Project will begin the 23-year period in which the Applicant will capture incremental increases in property taxes and economic activity taxes. The TIF Act requires that the Redevelopment Project be activated within ten years of the approval of the ordinance approving the TIF Plan.

STAFF RECOMMENDATION: After conducting a thorough review of the TIF Plan, along with the assistance of Lauber Municipal Law, the City’s special economic development legal counsel, it is City staff’s and consultant’s conclusion that the City Council has the information necessary to activate the Redevelopment Project.

BILL NO. 2024-073

SPONSORED BY Councilmember Schwartz

ORDINANCE NO. _____

AN ORDINANCE APPROVING THE REDEVELOPMENT PROJECT OF THE CHRISTY DRIVE TAX INCREMENT FINANCING PLAN AND ADOPTING TAX INCREMENT FINANCING THEREIN.

WHEREAS, the City of Jefferson Tax Increment Financing Commission (“TIF Commission”) has been duly formed by the City Council of the City of Jefferson, Missouri (“City Council”) pursuant to Section 99.820.2 of the Revised Statutes of Missouri (“RSMo.”);

WHEREAS, Land Investments, LLC, (“Developer”), originally submitted a proposal for approval of the Christy Drive Tax Increment Financing Plan (“TIF Plan”) on October 30, 2024, which was subsequently updated and revised by the Developer on November 11, 2024;

WHEREAS, in accordance with the written procedures relating to bids and proposals for implementation of redevelopment projects, on October 4, 2024 and subsequently on October 25, 2024, the City published in the *News Tribune* a notice of request for proposals and bids, which provided reasonable opportunity for any person to submit proposals and bids, for proposed redevelopment plans and for the implementation of the proposed redevelopment projects submitted therewith, in compliance with Section 99.820.1(3), RSMo.;

WHEREAS, on September 13, 2024, the City mailed written notices of the scheduled TIF Commission public hearing to all taxing districts from which taxable property is included in the proposed Redevelopment Area (“Taxing Districts”), in compliance with Sections 99.825 and 99.830, RSMo.;

WHEREAS, on October 15, 2024, the City mailed written notices of the scheduled TIF Commission public hearing to all persons whose name the general taxes for the last preceding year were paid on each lot, block, tract, or parcel of land lying within the Redevelopment Area, in compliance with Section 99.830, RSMo.;

WHEREAS, on October 22, 2024, the City published notice of the TIF Commission public hearing at City Hall, pursuant to 67.2725, RSMo.

WHEREAS, on October 25, 2024, the City published notice in the *News Tribune* of the scheduled TIF Commission public hearing to consider the merits of the proposed TIF Plan, in compliance with Section 99.830, RSMo.;

WHEREAS, on November 19, 2024, the City published notice in the *News Tribune* of the scheduled TIF Commission public hearing to consider the merits of the proposed TIF Plan, in compliance with Section 99.830, RSMo.;

WHEREAS, copies of the notices of the public hearing have been assembled to be submitted to the Director of the Department of Economic Development, in compliance with Sections 99.825 and 99.830, RSMo.;

WHEREAS, on October 30, 2024, at 6:00 p.m., the TIF Commission opened the public hearing and heard testimony and evidence from all interested parties regarding the proposed TIF Plan, and then continued the public hearing to November 20, 2024, at 6:00 p.m.;

WHEREAS, on November 12, 2024, the City published notice of the TIF Commission public hearing at City Hall, pursuant to 67.2725, RSMo.;

WHEREAS, on November 20, 2024, at 6:00 p.m., the TIF Commission resumed the public hearing and heard additional testimony and evidence from all interested parties regarding the proposed TIF Plan, and then closed the public hearing;

WHEREAS, the public hearing conducted by the TIF Commission to consider the TIF Plan was open to the public, a quorum of the Commissioners was present and acted throughout, and the proper notice of such hearing was given in accordance with all applicable laws including Chapter 610, RSMo.;

WHEREAS, after closing the public hearing, the TIF Commission voted 9-1 to approve Resolution No. 2024-01, which recommended that the City Council approve the TIF Plan;

WHEREAS, on December 5, 2024, the City published notice of the City Council public hearing at City Hall, pursuant to 67.2725, RSMo.;

WHEREAS, on December 16, 2024, the City Council heard comments from parties in interest and citizens at a public meeting in conformance with Section 67.2725, RSMo.; and

WHEREAS, on January 6, 2025, by Ordinance No. _____, the City Council approved the TIF Plan, designated the Redevelopment Area, designated the Redevelopment Area as a blighted area, and designated Land Investments, LLC as the developer for the Redevelopment Project; and

WHEREAS, the City Council desires to activate tax increment allocation financing for the Redevelopment Project.

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

Section 1: All terms used in this ordinance not otherwise defined herein shall be construed as defined in the TIF Act or the TIF Plan.

Section 2: The area selected for the Redevelopment Project, legally described in **Exhibit A** and attached hereto, is approved and designated as the Redevelopment Project Area. The Redevelopment Project Area includes only those parcels of real property and improvements

thereon which will be directly and substantially benefited by the Redevelopment Project improvements therein.

Section 3: Tax increment allocation financing is hereby adopted for taxable real property in the above-described area selected for the Redevelopment Project Area. Pursuant to the TIF Act, after the total equalized assessed valuation of the taxable real property in the Redevelopment Project Area exceeds the certified total initial equalized assessed valuation of the taxable real property in the Redevelopment Project Area, the ad valorem taxes, and payments in lieu of taxes, if any, arising from the levies upon the taxable real property in such project by taxing districts and tax rates determined in the manner provided in subsection 2 of Section 99.855, RSMo, each year after the effective date of the ordinance until the sooner of the expiration of 23 years, or when redevelopment costs have been paid and all reimbursable project costs have been reimbursed pursuant to the TIF Plan shall be divided as follows:

- a. That portion of taxes, penalties and interest levied upon each taxable lot, block, tract, or parcel of real property which is attributable to the initial equalized value of each such taxable lot, block, tract or parcel of property in the area selected for the Redevelopment Project Area shall be allocated to and, when collected, shall be paid by the Cole County Collector to the respective affected taxing districts in the manner required by law in the absence of the adoption of tax increment allocation financing.
- b. Payments in lieu of taxes attributable to the increase in the current equalized assessed valuation of each taxable lot, block, tract or parcel of real property in the area selected for the Redevelopment Project Area, and any applicable penalty and interest over and above the initial equalized assessed value of each such unit of property shall be allocated to and, when collected, shall be paid to the City's Finance Director or their designee and who shall deposit such payment in lieu of taxes into a special fund called the "Special Allocation Fund" of the City for the purpose of paying Redevelopment Project Costs and obligations incurred in the payment thereof and for the collection of payments in lieu of taxes, as applicable. Any payments in lieu of taxes which are not paid within 60 days of the due date will be deemed delinquent and assessed a penalty of one percent (1%) per month.

Section 4: That in addition to the payments in lieu of taxes described in subsection b of Section 3 above, fifty percent (50%) of the total additional revenue from taxes, penalties and interest which are imposed by the City or taxing districts, and which are generated by economic activities within the area selected for the Redevelopment Project Area over the amount of such taxes generated by economic activities within such area in the calendar year prior to the adoption of this ordinance, while tax increment financing remains in effect, but excluding personal property taxes, taxes imposed on sales of charges for sleeping rooms paid by transient guests of hotels and motels, taxes levied pursuant to Section 70.500 RSMo, taxes levied for the purpose of public transportation pursuant to Section 94.660, RSMo, licenses, fees or special assessments, other than payments in lieu of taxes, and penalties and interest thereon, or any sales tax imposed by a county with a charter form of government and with more than six hundred thousand but fewer than seven hundred thousand inhabitants, for the purpose of sports stadium improvement, shall be allocated to, and paid by the local political subdivision collecting officer to the City's director of finance and information technology, who shall deposit such funds in a separate segregated account within the Special Allocation Fund.

Section 5: That if any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 6: That all ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

Section 7: This Ordinance shall be in full force and effect from and after its passage and approval by the Mayor and City Council.

Passed: _____

Approved: _____

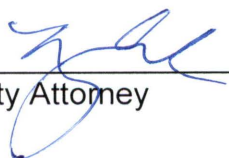
Presiding Officer

Mayor Ron Fitzwater

ATTEST:

APPROVED AS TO FORM:

City Clerk



City Attorney

EXHIBIT A
Legal Description
Christy Drive Tax Increment Financing Plan Redevelopment Area

All real property north of Christy Drive

Part of the East Half of the Southeast Quarter of Section 23 and part of the West Half of the Southwest Quarter of Section 24, Township 44 North, Range 12 West, in The City of Jefferson, Cole County, Missouri, more particularly described as follows:

From the southeast corner of the aforesaid Section 23; thence S87°54'57"E, along the Section Line, being the southerly boundary of the property described by deed of record in Book 367, page 353, Cole County, Recorder's Office, 26.40 feet; thence along the boundary of said property described in Book 367, page 353 and along the westerly boundary of the property described in Book 611, page 732, Cole County Recorder's Office, the following courses: N46°44'24"E, 206.54 feet; thence N2°04'25"E, 246.54 feet; thence N47°41'02"E, 48.55 feet to a point on the northerly line of the Christy Drive right-of-way as per deed of record in Book 563, page 273, Cole County Recorder's Office and the **POINT OF BEGINNING** for this description; thence leaving the aforesaid boundary of the properties described in Book 367, page 353 and Book 611, page 732, along the northerly and easterly lines of said Christy Drive right-of-way, the following courses: N78°46'43"W, 456.68 feet; thence Northwesterly, on a curve to the right, having a radius of 560.00 feet, an arc distance of 553.39 feet, (the chord of said curve being N50°28'08"W, 531.15 feet); thence N22°09'33"W, 280.10 feet; thence Northerly, on a curve to the right, having a radius of 560.00 feet, an arc distance of 156.99 feet, (the chord of said curve being N14°07'40"W, 156.48 feet); thence leaving the aforesaid Christy Drive right-of-way line, N80°49'57"E, 354.92 feet; thence northeasterly, on a curve to the left, having a radius of 470.00 feet, an arc distance of 364.59 feet (the chord of said curve being N58°36'35"E, 355.52 feet); thence N36°13'52"E, 190.17 feet; thence N28°44'46"E, 144.58 feet; thence N65°38'27"E, 118.93 feet; thence N26°44'47"E, 342.14 feet to a point 10.0 feet southerly from the northerly boundary of the aforesaid property described by deed of record in Book 367, page 353; thence along a line, being 10.0 feet southerly from and parallel to the northerly boundary of said property described in Book 367, page 353, the following courses: northwesterly, on a curve to the left, having a radius of 350.00 feet, an arc distance of 45.30 feet (the chord of said curve being N31°09'58"W, 45.27 feet); thence N39°47'46"W, 127.93 feet; thence northwesterly, on a curve to the left, having a radius of 219.63 feet, an arc distance of 151.82 feet (the chord of said curve being N59°35'55"W, 148.81 feet); thence N79°24'04"W, along and thence leaving the aforesaid parallel line, 311.21 feet to a point on the easterly line of the aforesaid Christy Drive right-of-way; thence northeasterly, along said Christy Drive right-of-way line, on a curve to the right, having a radius of 2160.00 feet, an arc distance of 64.96 feet (the chord of said curve being N45°23'11"E, 64.96 feet); thence northeasterly, along said Christy Drive right-of-way line, on a curve to the left, having a radius of 490.00 feet, an arc distance of 71.11 feet (the chord of said curve being N42°05'25"E, 71.05 feet) to a point on the northerly boundary of the aforesaid property described by deed of record in Book 367, page 353, and said boundary being common to the southern boundary of the property described in Attachment A of the deeds of record in Book 325, pages 599 and 600, Cole County Recorder's Office; thence, Easterly along said common boundary the following courses: S41°28'46"E, 156.31 feet; thence Southeasterly, on a curve to the left, having a radius of 37.28 feet, an arc distance of 24.67 feet, (the chord of said curve being S60°26'25"E, 24.22 feet); thence S79°24'04"E, 90.82 feet; thence Southeasterly, on a curve to the right, having a radius of 229.63 feet, an arc distance of 158.73 feet,

(the chord of said curve being S59°35'55"E, 155.59 feet); thence S39°47'46"E, 128.36 feet; thence Southeasterly, on a curve to the right, having a radius of 360.00 feet, an arc distance of 157.04 feet, (the chord of said curve being S22°26'46"E, 155.80 feet); thence Southeasterly, on a curve to the left, having a radius of 240.00 feet, an arc distance of 150.80 feet, (the chord of said curve being S25°58'46"E, 148.33 feet); thence S48°33'53"E, 767.43 feet; thence S30°44'46"E, 66.18 feet to the south line of the Northwest Quarter of the Southwest Quarter of the aforesaid Section 24; thence leaving the boundary of the aforesaid property described in Book 325, page 599 and 600, and continuing along the boundary of the property described in Book 367, page 353, the following courses: S88°35'52"E, along the Quarter Quarter Section Line, 13.27 feet; thence S2°14'10"W, 59.32 feet; thence N88°27'36"W, 213.40 feet; thence S25°54'19"W, 609.50 feet; thence S47°41'02"W, 468.16 feet to the **POINT OF BEGINNING**.

Containing 35.82 acres.

All real property south of Christy Drive

Part of the Southeast Quarter of the Southeast Quarter of Section 23, part of the Southwest Quarter of the Southwest Quarter of the Southwest Quarter of Section 24 and part of the Northeast Quarter of the Northeast Quarter of Section 26, all in Township 44 North, Range 12 West, in the City of Jefferson, Cole County, Missouri, more particularly described as follows:

BEGINNING at the southwest corner of said Section 24; thence along the boundary of the first tract described in Book 611, page 732, Cole County Recorder's Office the following courses: S87°54'57"E, along the Section Line, 26.40 feet; thence N46°44'24"E, 206.54 feet; thence N2°04'25"E, 205.06 feet to a point on the southerly right-of-way line of Christy Drive; thence leaving the boundary of said first tract described in Book 611, page 732 and along the southerly right-of-way line of Christy Drive the following courses: N78°46'43"W, 434.42 feet; thence northwesterly on a curve to the right having a radius of 640.00 feet, an arc distance of 486.28 feet (Ch=N57°00'42"W, 474.67 feet); thence S54°45'20"W, 6.72 feet to a point on the easterly right-of-way line of U.S. Highway 54 and Missouri State Highway B connection; thence along the easterly right-of-way line of U.S. Highway 54 and Missouri State Highway B connection the following courses: S22°09'33"E, 147.39 feet; thence S10°56'43"E, 172.60 feet; thence S7°10'34"E, 327.30 feet; thence S1°34'21"W, 36.69 feet to a point on the northerly right-of-way line of Missouri State Highway B; thence leaving said Connection right-of-way line and along the northerly right-of-way line of Missouri State Highway B the following courses: S43°18'36"E, 275.42 feet; thence S72°52'08"E, 328.49 feet; thence S81°18'01"E, 2.21 feet to a point on the easterly line of said Section 26; thence N2°30'18"E, along the Section Line, 280.54 feet to the Point of Beginning.

Containing 9.12 acres.

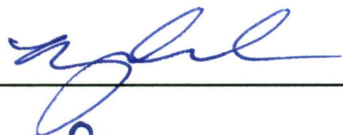
BILL SUMMARY

BILL NO: 2024-067

SPONSOR: Councilmember Ahlers

SUBJECT: Adopting Elected Officials Operating Guidelines

DATE INTRODUCED: December 16, 2024

DEPARTMENT DIRECTOR(S): _____ 

CITY ADMINISTRATOR: _____ 

Staff Recommendation: Approve

Summary: Adopts the Elected Officials Operating Guidelines.

Department Responsible: City Administrator

PERSON RESPONSIBLE: BRIAN CRANE

Background Information: The attached Elected Officials Operating Guidelines were previously presented to the City Council at its retreat in May 2024. The Guidelines establishes and clarify process and expectations for conduct of City business by elected officials, including interactions between Councilmembers, interactions between elected officials and staff, and interaction between elected officials and the public and media.

Fiscal Information: None at this time.

BILL NO. 2024-067

SPONSORED BY Councilmember Ahlers

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF JEFFERSON, MISSOURI ADOPTING ELECTED OFFICIALS OPERATING GUIDELINES

BE IT ENACTED BY THE COUNCIL OF THE CITY OF JEFFERSON, MISSOURI, AS FOLLOWS:

Section 1. The Elected Officials Operating Guidelines attached hereto as Exhibit A are hereby approved and adopted.

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

Passed: _____

Approved: _____

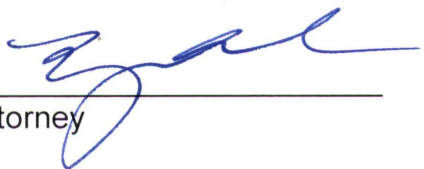
Presiding Officer

Mayor Ron Fitzwater

ATTEST:

APPROVED AS TO FORM:

City Clerk



City Attorney



CITY OF JEFFERSON, MISSOURI

Elected Officials Operating Guidelines

PURPOSE

The Elected Officials Operating Guidelines is designed to describe the way members of the City Council should treat one another, City staff, constituents, and others they encounter in representing the City of Jefferson, Missouri. It reflects the work of the City Council to define more clearly the behavior, manners, and courtesies that are suitable for various occasions.

The consistent theme through all the Operating Guidelines is *respect*. Members of the City Council are tasked with making decisions that could impact thousands of lives. Despite these pressures, elected officials are called upon to exhibit appropriate behavior. Demonstrating respect for each individual through words and actions guides councilmembers to serve with integrity, no matter the situation.

IMPLEMENTATION

The Elected Officials Operating Guidelines is intended to be self-enforced by the Mayor and Council itself. Therefore, it becomes most effective when elected officials are thoroughly familiar with it and embrace its provisions. For this reason, the Elected Officials Operating Guidelines shall be included in the regular orientation of newly elected officials. Furthermore, the Elected Officials Operating Guidelines shall be reviewed annually by the Administration Committee. Recommendations from the Administration Committee shall be considered by the City Council.

OVERVIEW OF ROLES AND RESPONSIBILITIES

Other resources that are helpful in defining the roles and responsibilities of elected officials can be found in Missouri State Statute and the Code of Ordinances for the City of Jefferson, Missouri.

Mayor

- Acts as the official head of the City for all ceremonial purposes.

- Presides over the City Council meetings.
- Presents a budget for City Council approval.
- Calls for special meetings.
- Makes appointments to boards and commissions with City Council advice and consent.
- Recognized as the spokesperson and initial policy lead for the City.
- Signs documents on behalf of the City.
- Makes proclamations, etc.
- Strives to lead the City Council into an effective, cohesive working team.

President Pro-Tempore (aka Mayor Pro Tem)

- Performs the duties of the Mayor if the Mayor is unable to perform his/her duties.
- Presides over City Council meetings at the request of the Mayor.
- Represents the City at ceremonial functions in the absence of the Mayor.

All Members of the City Council

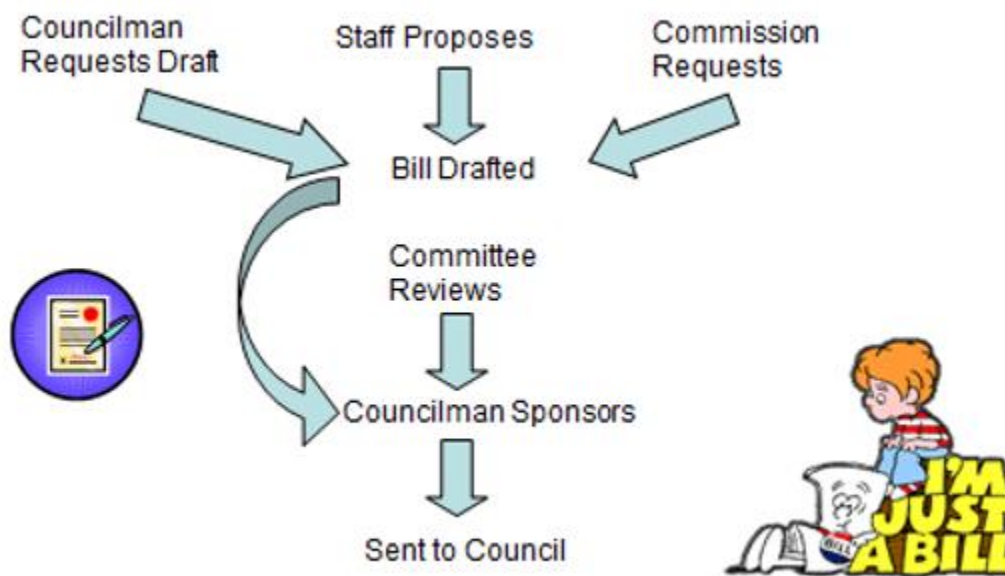
All members of the City Council have equal votes. No Councilmember has more power than another, and all should be treated with equal respect. All Councilmembers should strive to:

- Fully participate in City Council meetings and other public forums while demonstrating respect, kindness, consideration, and courtesy to others.
- Prepare in advance of City Council meetings and be familiar with issues on the agenda.
- Participate in initiation, development, and adoption of policy; the Council as a whole is the final decision-maker on official City policy.
- Represent the City at ceremonial functions at the request of the Mayor.
- Be respectful of other people's time.
- Stay focused and act efficiently during public meetings.
- Serve as a model of leadership and civility to the community.
- Demonstrate honesty and integrity in every action and statement.
- Participate in scheduled activities to increase team effectiveness .
- Inspire public confidence in the City of Jefferson's government.



Before a bill can begin the process, it has to be created and sent to the council. There are basically three ways that a bill can be created:

[NOTE: In diagram below change “Councilman” to “Councilmember”]



As you can see councilmembers are not the only ones who can create bills. In fact most bills are “created” by staff or commissions. However, ***only a councilmember can introduce a bill***. Every bill must have a primary sponsor, the author of the bill or the chairman of a committee which refers the legislation to the Council. No sponsor shall be added to a bill without the consent of the primary sponsor. The primary sponsor shall retain full control of a bill even if other sponsors co-sponsors are added. The sponsor may withdraw the bill at any time prior to the beginning of the final vote.

What sort of ordinances can be created? As a charter city, the City of Jefferson has the ability to pass laws on any subject, except on issues that the state or federal government, or our own charter, forbid us from regulating. The City Attorney’s role is to identify those issues and he will sign every bill “As to Form”, i.e., saying that it is a proper subject and correctly written.

Resolutions

Unlike ordinances, resolutions are passed in one meeting. The same bill/ordinance rules apply for a resolution sponsor and co-sponsors. Resolutions are used to provide one-time instruction: Support this issue; work on this project; pursue this grant; sign this agreement (etc.).

Proclamations

Only the Mayor can issue a proclamation. A proclamation has no legal significance, it is merely as statement of the Mayor (usually on behalf of the City) expressing thanks, recognizing an accomplishment or designating an honorary day. The Council or the Mayor may also recognize an individual or group by presenting a key to the city or a city coin.

POLICIES AND PROTOCOL RELATED TO CONDUCT

Ceremonial Events

The Mayor will serve as the designated City representative at ceremonial events. If the Mayor is unavailable, then the Mayor will recommend which City official or staff member should be asked to serve in his or her place. Invitations received at City Hall are presumed to be for official City representation. Invitations addressed to City Councilmembers at their homes are presumed to be for unofficial, personal consideration.

Correspondence Signatures

City Councilmembers do not need to acknowledge the receipt of correspondence, or copies of correspondence, during City Council meetings. City staff will prepare official responses to public inquiries and concerns.

Endorsement of Candidates

The Mayor and Councilmembers have the right to personally support candidates for any office; however, it is inappropriate to endorse a candidate by using an official City means of communications (i.e., at a public meeting, using official City email address, etc.).

Conduct at Public Hearings and during Public Comment

The Mayor and City Council should not express personal opinions during the public hearing portion or public comment portion of the meeting except to ask pertinent questions of the speaker or staff. The Mayor and Council should refrain from debating with the public or other Councilmembers during a public hearing or public comment period and should show respect for different points of view. The Mayor's or Council's personal opinions or inclinations about upcoming votes should not be revealed until after the public hearing is closed.

Mayor and City Council Conduct with the Public in Public Meetings

Making the public feel welcome is an important part of the democratic process. Signs of partiality, prejudice, or disrespect should not be evident on the part of the Mayor and Council toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public testimony.

- Be fair and equitable in allocating public meeting time to individual speakers.

- The Mayor, or Mayor Pro-Tem in the Mayor's absence, will determine and announce limits on speakers at the beginning of the public meeting process. The Mayor will advise speakers to state their name for the record and to address their comments to the City Council.
- Opportunity for public comment appears early on the City Council agenda. Each person is allowed 4 minutes to speak. A sign-up sheet to speak is kept outside of Council Chambers the day of the Council meeting. According to City Code, "Individuals wishing to participate shall notify **the City Clerk 15 minutes** prior to beginning of the Council meeting. Priority for speaking will be given to those who contact the Clerk at the earliest time. Each speaker shall be limited to the time period identified on the agenda, which time may be extended by the consent of the Council." Persons attending the meeting who have not signed up but wish to speak during "Opportunity for Public Comment" may do so with the assent of the Mayor or Council.
- For formal public hearings, public testimony shall be heard first in favor of the proposal and allotted 10 minutes. The next speaker, in opposition, is allotted 10 minutes. The remaining speakers, alternating between in favor and in opposition, are each allowed 5 minutes. No speaker will be turned away unless he or she exhibits disruptive or threatening behavior. If a speaker exceeds the time limit, the presiding officer will inform the speaker that their time has expired. If the speaker continues, the presiding officer may request the person to discontinue and request law enforcement to escort the speaker out of the meeting room.
- Listen attentively.
 - Councilmembers should be attentive to public speakers. Taking notes and looking at documents while they are speaking may be important; however, it is best to engage the speaker with your attention, as to stave off the appearance of disinterest. Be aware that facial expressions which may be interpreted as smirking, disbelief, anger, or boredom will speak louder than words.
- Ask for clarification but avoid debate and argument with the public.
 - Only the Mayor, or Mayor Pro-Tem in the Mayor's absence, should interrupt a speaker during a presentation; however, a Councilmember may ask the Mayor for a point of order or point of information if the speaker is off the topic or exhibiting behavior or language the Councilmember finds disruptive or threatening, or would like further information from the speaker.
 - If speakers become flustered or defensive by questions from the Council, it is the responsibility of the Mayor to maintain the order and decorum of the meeting. Questions by Councilmembers to members of the public testifying should seek to clarify or expand information.
 - Voters placed their trust in the Councilmembers they elected, and the City expects the Council to exhibit appropriate behavior, body language, tone, and speech at all times.

Conduct with the Mayor and other Councilmembers in Public Meetings

City Council is composed of individuals with a wide variety of backgrounds, personalities, values, opinions, and goals. Despite this diversity, all have chosen to serve in public office to preserve and protect the present and future of the community. In all cases, this common goal should be acknowledged even as the Council may “agree to disagree” on contentious issues.

- Common parliamentary actions in the City of Jefferson meetings include:
 - To make a motion say, “I move that _____”
 - To change how an ordinance or motion reads say “I move that we amend Bill _____ by adding/deleting/modifying the following _____”
 - To excuse yourself (i.e. go to the bathroom) say “Point of personal privilege”
 - If you did not understand the motion, or are unsure of what is being done say “point of information please”
 - If you think something has been done wrong (procedurally), say “Point of Order”
- Practice civility and decorum in discussions and debate.
 - Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. This does not permit, however, the Mayor or Council to act in any way other than honorable.
- Honor the role of Mayor or Mayor Pro-Tem or Committee Chair in maintaining order.
 - It is the responsibility of the Mayor, or the Mayor Pro-Tem in the Mayor’s absence, or the Committee Chair person to keep the comments of Councilmembers on track during public meetings. Councilmembers should honor efforts by the Mayor or Chair to focus discussion on current agenda items. If there is disagreement about the agenda or the Mayor’s or Chair’s actions, those objections should be voiced politely and with reason, following procedures outlined in Robert’s Rules of Order for parliamentary procedure.
- Avoid personal comments that could offend other Councilmembers.
 - If a Councilmember is personally offended by the remarks of another Councilmember, the offended Councilmember should make notes of the actual words used and call for a “point of personal privilege” that challenges the other Councilmember to justify or apologize for the language used. The Mayor or Committee Chair will maintain control of this discussion and will stop discussions which are inappropriate or would bring embarrassment to the City of Jefferson.
- Strive to demonstrate effective problem-solving approaches.
 - Councilmembers have a public stage to show individuals with disparate points of view that they can find common ground and seek a compromise that benefits the community.

Conduct in Private Encounters with Other Members of the City Council

- Policy Making
 - No binding policy decisions shall be made outside of a public meeting. The use of official City e-mail is reviewable in a public information request or through a subpoena in a lawsuit. Therefore, a file should be maintained just like any other correspondence. The use of private e-mail should never be used to discuss City business. The sender should avoid sending an email to multiple elected officials to eliminate the perception of an electronic meeting. Similarly, telephone calls and in-person conversations about City business with a quorum of the Council will constitute a meeting under the Missouri Sunshine Law. If an email must be sent to a quorum of the Council, the City Clerk must be copied into the email as official recordkeeper of the City of Jefferson.
- Be aware of the insecurity of written notes, voicemail messages and e-mail.
 - Technology allows words written or spoken without much forethought to be distributed far and wide. Written notes, voicemail messages, text messages, and e-mail should be treated as potentially “public” communication; in other words, Mayor and Councilmember should make communications with an understanding that such communications will likely be made public if requested by the public. The Mayor and Council should be mindful of all recipients. Private communication cannot be prohibited from distribution under the Sunshine Law and the City of Jefferson respects and maintains an open government. When thinking of distributing a message the litmus test should be: Would you feel comfortable if this voicemail, text message or e-mail message appeared in the newspaper verbatim? Be mindful of how words and actions reflect on the City.
- Even private conversations can have a public presence.
 - Elected officials are always on display. People around them that they may not know will monitor their actions, mannerisms, and language. Lunch table conversations will be eavesdropped upon. Parking lot debates will be watched. Casual comments between individuals before and after public meetings will be noted.
- Guiding principles for collaboration on legislation.
 - Collaboration between the Mayor and the Council to develop proposed legislation policy or ideas is acceptable; however, six members constitutes a quorum, therefore collaboration by a quorum of the City Council will be deemed a meeting under the Missouri Sunshine Law. It must be understood that no binding decisions can be made; and the proposal shall come before the whole City Council for consideration in full, open discussion at a public meeting. Council’s records on the subject could be subject to a public information (Sunshine) request and may possibly be discoverable in litigation.

Conduct with and relating to City Staff

Governance of a City relies on the cooperative efforts of elected officials, who set policy, and City staff who implement and administer the City Council's policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by everyone for the good of the community.

- City staff is aware the Councilmembers should engage in communications with City staff through the City Administrator.
 - Any City staff that does not follow proper conduct in their dealings with the City Council, other City staff, or the public may be disciplined in accordance with standard City procedures for such actions.
- Limit contact to specific City staff.
 - The Charter states, "No member of the council shall interfere directly with the conduct of any department or duties of employees subordinate to the city administrator except at the express direction of the council." Furthermore, under City Charter § 3.5(c), direct Council-Staff interaction is limited to "inquiries and transmittal of citizen complaints"
 - Generally, questions of City staff and/or requests for additional background information should be directed to the City Administrator or the proper Department Director. Both the City Administrator and the Department Director should be copied on "inquiries and transmittals of citizen complaints." Requests for follow-up to City staff should be made through the appropriate chain of command. When in doubt, Council should ask the City Administrator or City Attorney for direction. Materials supplied to Council in response to a request will be made available to all members of the Council so that all have equal access to information.
- Treat all City staff as professionals.
 - Clear, honest communication that respects the abilities, experience, and dignity of everyone is expected.
- Please do not disrupt City staff from their jobs.
 - Elected officials should not disrupt City staff while they are in meetings, on the phone or engrossed in performing their job functions to have their individual needs met. While the City staff feel it is important to help you perform your job, please be aware that meeting requests in advance are the most respectful and time-effective way to receive the information you need.
 - Constant requests for information and interruptions from Councilmembers can draw the attention of staff away from their day-to-day duties.
- Never publicly criticize an individual employee.
 - Elected officials should never express concerns about the performance of a City employee in public, to the employee directly, or to the employee's manager.

Comments about City staff performance should only be made to the City Administrator or the appropriate Department Director through private correspondence, conversation, or in an appropriately-noticed closed session with a quorum of the Council present.

- Direct citizens to utilize official City means of seeking information, making requests, or filing complaints.
 - The City provides several avenues for citizens to request information, make requests, or submit complaints; often these avenues are electronic and automated. The Mayor and Council should direct and encourage citizens to use these official avenues to maintain efficient and effective workflows. When request or inquiries come to staff from outside these official channels, it can disrupt workflows and make it harder to ensure requests are being tracked and resolved.
- Resist the urge to “shepherd” citizen requests or inquiries or act as an intermediary between citizens and staff.
 - Citizens’ issues are most effectively addressed when the citizen and appropriate staff are in direct communication with each other. Also, when Councilmembers are “shepherding” citizens requests, this can be taken by staff as an indirect indication that a particular request is a priority and/or should be resolved in a manner favored by the Councilmember. This is unfair to citizens who use official channels of communication and a potential violation of the City Charter’s requirement that a Councilmember cannot direct City staff. This could also lead staff to act in a manner inconsistent with adopted ordinance and policy, which could lead to legal consequences and/or discipline for the staff member.
 - It is appropriate to follow up with the City Administrator if a citizen reports that staff is being unresponsive or unprofessional. However, remember there is a difference between staff “not doing anything” about a citizen’s issue and staff not resolving an issue to the citizen’s liking (but consistent with official policy or procedure or best practices).
- Please check with City staff on correspondence before acting.
 - Before sending correspondence, the Mayor and Council should check with City staff to see if an official City response has already been sent or is in progress. The City Administrator should see that previous official correspondence is always accessible to all members of the Council.
- Do not attend meetings with City staff unless requested by City staff.
 - Even if the Mayor or Council do not speak at the meeting, their presence may imply support, show partiality, intimidate staff, or hamper City staff’s ability to do their jobs objectively.
- Do not solicit political support from City staff.

- Elected officials should not solicit any type of political support (financial contributions, display of posters or lawn signs, name on support list, etc.) from City staff.

Mayor and Council Conduct in Unofficial Settings

- **Preface:** As Elected officials you will receive many calls from individuals (some constituents and some not) requesting you to assist them in one way or another. In most cases it is fairly easy to direct them to the services that they need. However, it is wise not to jump into their problem too quickly. If their problem is with a neighbor, there probably is another side to the issue and that person is a constituent too. If they say that they have “tried for years to get the city to fix this” there probably is a reason their issue hasn’t been “fixed” to their liking.
- Do not make promises on behalf of the Council.
 - The Mayor and Council will frequently be asked to explain a Council action or to give their opinion about an issue as they meet and talk with constituents in the community. It is appropriate to give a brief overview of City policy and to refer to City staff for further information. It is inappropriate to promise Council action overtly or implicitly, or to promise City staff will do something specific (fix a pothole, change an ordinance, change a policy, etc.).
- Do not make personal comments about other Councilmembers or the Mayor.
 - It is acceptable to publicly disagree about an issue, but it is unacceptable to make derogatory comments about other members of the Council or the Mayor.
- Do not make announcements related to City projects, programs, or economic development projects, etc. until it has been coordinated and announced by the City first.
 - It is important that all official announcements first come through the City in a coordinated effort with all partners involved in the announced project. Members of the Council are encouraged to share news once it has been officially released by the City. In some cases, economic development partners may back out if they have improper publicity before the project details are complete. Be aware of the implications your actions or words could have on the City.
- Remember that residents and businesses look to the Mayor and Council to set the tone for the City.
 - The community is constantly observing the Mayor and Council. Their behaviors and comments serve as models. Honesty and respect for the dignity of everyone should be reflected in the words spoken and action taken by the Mayor and Council.

Mayor and Council Conduct with Other Public Agencies

- Be clear about representing the City or personal interests.
 - If the Mayor or any Councilmember appears before another governmental agency or organization to give a statement on an issue, they must clearly state if his or her statement reflects personal opinion or if it is the official stance of the City.
 - If the Mayor or Councilmember is representing the City before another governmental agency or organization, they must support and advocate the official City position on an issue, not a personal viewpoint.
 - If the Mayor or Councilmember is representing another organization whose position is different from the City, they should abstain from voting on the issue if it significantly impacts or is detrimental to the City's interest. Councilmembers should be clear about which organizations they represent and inform the Mayor and the Council of their involvement.
- Correspondence should be equally clear about representation.
 - City letterhead is not to be used for correspondence of the Mayor or Council representing a personal point of view, or a dissenting point of view from an official position of the Council.

Conduct with Other City Boards, Committees, and Commissions

The City has established several boards, committees, and commissions as a means of gathering more community input. Members who serve on these bodies become more involved in government and serve as advisors to the Mayor and Council. They are a valuable resource to the City's leadership and should be treated with appreciation and respect.

- If attending the meeting of another City board, committee, or commission, be careful to only express personal opinions.
 - The Mayor and Council may attend any meeting of another City board, committee or commission which are always open to any member of the public. However, they should be sensitive to the way their participation, especially if it is on behalf of an individual, business or developer, could be viewed as unfairly affecting the process. Any public comments by the Mayor or Council at the meeting of another City board, committee or commission should be clearly made as individual opinion and not a representation of the feelings of the entire Council.
 - When a member of the Council is appointed as a liaison to another City board, committee or commission, the appointed member of the Council should take the official stance of the entire Council when discussing issues. If there is no official stance by the Council, the liaison should note the issue and discuss it with a quorum of the Council at the next scheduled meeting.

- Limit contact with members of another City board, committee, or commission to questions of clarification.
 - It is inappropriate for the Mayor or Council to contact a member of another City board, commission, or commission to lobby on behalf of an individual, business, or developer. It is acceptable for the Mayor or Council to contact a member of another City board, committee, or commission to ask questions of clarification on a position taken by City board, committee, or commission.
- Remember that City boards, committees and commissions serve the community, not individual members of the Council.
 - The Mayor appoints individuals, with the advice and consent of the Council, to serve on City boards, commissions, and commissions, etc. and it is the responsibility of such boards, committees, and commissions to follow policy established by the Council. However, the members of City board, committees and commissions do not report to individual members of the Council, nor do individual members of the Council have the power or right to threaten members of other City board, committees and commissions with removal if they disagree about an issue. The City Charter provides that members of City boards, committees or commissions can only be removed by the Mayor with the consent of a majority of the Council for misconduct or neglect of duty. Automatic removals are limited to resignation and incompatible offices, despite language of City Code.
- Be respectful of diverse opinions.
 - A primary role of City boards, committees, and commissions is to represent the many points of view in the community and to provide the Council with advice based on a full spectrum of concerns and perspectives. The Mayor and Council may have a closer working relationship with some individuals serving on said City board, committees, and commissions, but must be fair and respectful of all citizens serving on City boards, committees, and commissions.
- Keep political support away from public forums.
 - Members of City boards, committees and commissions may offer personal political support to the Mayor or a member of the Council; however, such support will not be offered in a public forum while conducting official duties. Conversely, the Mayor or members of the Council may personally support members of City boards, committees, and commissions who are running for office; however, such support will not be offered in an official forum or in their capacity as the Mayor or a member of the Council.
- Inappropriate behavior can lead to removal.
 - Inappropriate behavior including habitual non-attendance by any member of a City board, committee, or commission who has been appointed by the Mayor and Council, should be addressed by the chair and/or the members of the body. If a member's conduct continues to be unbecoming, the chair or council liaison shall

notify the Mayor, and the Mayor should counsel the offending member. If inappropriate behavior continues, the Mayor should bring the situation to the attention of the Council and the individual is subject to removal from the Board, Committee, or Commission for misconduct.

Conduct with the Media

The Mayor and Council are frequently contacted by the media for background and quotes. The best advice for dealing with the media is to never go “off the record”. Most members of the media represent the highest levels of journalistic integrity and ethics and can be trusted to keep their word; however, words that are not said cannot be quoted.

- The Mayor is the designated representative of the City to present and speak on the City’s official position.
 - If the media contacts an individual Councilmember, the Councilmember should be clear about whether their comments represent the official City position or a personal viewpoint. When representing the official City position, the Councilmember should coordinate with the City Administrator’s office.
- Choose words carefully and cautiously.
 - Comments taken out of context can cause problems for the City and confusion for the citizens of the City of Jefferson. Be especially cautious about humor, sardonic asides, sarcasm, or word play.

Conduct on Social Media

The intended purpose of the City of Jefferson’s use of social media platforms is to disseminate information from the City or about the City to the public in a civil and unbiased manner. The City typically uses social media to highlight upcoming events, warn residents of potentially hazardous weather conditions, road closures, utility service disruptions, and other important information. The Mayor is the designated representative of the Council to present and speak on the City’s official position.

In expressing their personal opinions or information via a personal social media account, members of the Council for the City of Jefferson should adhere to the following guidelines:

- Do not disclose confidential information regarding the City of Jefferson or its operations.
- Do not slander the City of Jefferson, its citizens, employees, or elected officials.
- Do not use any City photos or logos for personal social media posts or otherwise, unless granted permission to do so. Sharing a social media post from official City social media accounts is permitted.
- Do not use personal social media accounts to speak on the City’s behalf.

- Avoid posts that may be viewed as malicious, obscene, or intimidating.
- Avoid posts that may include discriminatory remarks, harassment, threats of violence, or similarly inappropriate or unlawful content.
- Exercise responsibility and good judgement when posting or publishing information on social media sites for personal or professional purposes while serving as a representative for the City of Jefferson.

Members of the Council should refrain from commenting on each other's official social media accounts so as not to create a meeting subject to the Missouri Sunshine Law.

OTHER GUIDELINES

Conflict of Interest

In order to assure independence and impartiality on behalf of the common good, elected officials shall not use their official position to influence government decisions in which they have a material financial interest or personal relationship which may give rise to the appearance of a conflict of interest or impropriety, as set forth in the City Charter. Elected officials shall abstain from participating in deliberations and decision-making where conflicts exist.

Elected officials should avoid action, whether or not specifically prohibited, which might result in or create the appearance of:

- Using their public office for private gain;
- Offering preferential treatment to any person;
- Impeding City efficiency and economy;
- Losing complete independence or impartiality;
- Making a City decision outside of official channels; and
- Affecting adversely the confidence of the public and the integrity of the City.
- Below is language I recommend be added under a section

Gifts - Gratuities - Favors

Elected officials shall comply with the requirements of Missouri Statute 105.452 relating to the acceptance and reporting of gifts, gratuities and favors.

Confidentiality of Information

Other than public information or with legal authorization, elected officials shall not disclose or furnish to anyone any confidential or privileged information concerning City property, personnel, litigation or proceedings of the City that was obtained as a result of their positions at the City, consistent with the requirements of the Missouri Sunshine Law, Chapter 610 RSMo. This Section

shall not be construed to limit, hinder or prevent the divulgence or use of information in the lawful performance of official duties, but shall prohibit the use of or the providing of information that would place the elected official or recipient of the information in a vantage position over the general public and thereby constitute a violation of public trust. Confidential or privileged information shall include, but not be limited to any written information which is not subject to disclosure pursuant to Missouri law or any other statutory exemption regarding public records or any oral information which was not discussed at an open public meeting. All discussions of closed session City Council, Council Committee, board, or commission meetings of the City shall remain confidential until such time as it is made available in open session or in accordance with Missouri law.

Use of Public Resources.

Unless specifically permitted by City policy, the use of City facilities, equipment, vehicles, supplies, on-duty personnel or other goods or services is limited to City business only. Public resources may not be used for private gain or personal purposes except on the same basis that they are otherwise normally available to the public.

An elected official may use the City's name, letterhead, logo or seal only when it would not be perceived as representing the City or the body as a whole. However, this provision will not prohibit individual elected officials from using City letterhead and resources to write personal congratulatory letters, letters of recommendations, reference, or endorsement which may be written by an elected official on City letterhead with a copy being provided to the City Clerk.

An elected official shall not utilize the City's name, letterhead, logo or seal for the purpose of endorsing any political candidate, business, commercial product or service.

Elected Officials Participation in Political Activities

Elected officials are not to use City resources or special privileges of elected office for political activity.

Enforcement

Elected officials through formal approval of these Guidelines commit to upholding the standards of conduct presented. The Guidelines shall be a central part of the orientation of all future elected officials.

In meetings the Presiding Officer (Mayor, President Pro Tem, or Committee Chair) commits to calling out and stopping conduct identified in this Guide as inappropriate before it escalates.

Ultimately the public through elections decides whether violations of publicly approved conduct will result in continued service by an elected official. In addition, the Council has the right to make

and enforce its own rules and to require that City elected officials, City staff and the public refrain from conduct injurious to the accomplishment of City business.



CITY OF JEFFERSON, MISSOURI

Elected Officials Operating Guidelines

MISSION STATEMENT

"The mission of the City of Jefferson is to provide effective leadership and stewardship, enhance the present and future quality of life, promote the health, safety and welfare of the community, and efficiently deliver essential and desired services with resolute spirit and absolute integrity."

PURPOSE

The Elected Officials Operating Guidelines is designed to describe the way members of the City Council should treat one another, City staff, constituents, and others they encounter in representing the City of Jefferson, Missouri. It reflects the work of the City Council to define more clearly the behavior, manners, and courtesies that are suitable for various occasions.

The consistent theme through all the Operating Guidelines is *respect*. Members of the City Council are tasked with making decisions that could impact thousands of lives. Despite these pressures, elected officials are called upon to exhibit appropriate behavior. Demonstrating respect for each individual through words and actions guides councilmembers to serve with integrity, no matter the situation.

OVERVIEW OF ROLES AND RESPONSIBILITIES

Other resources that are helpful in defining the roles and responsibilities of elected officials can be found in Missouri State Statute and the Code of Ordinances for the City of Jefferson, Missouri.

Mayor

- Acts as the official head of the City for all ceremonial purposes.
- Presides over the City Council meetings.

- Presents a budget for City Council approval.
- Calls for special meetings.
- Makes appointments to boards and commissions with City Council advice and consent.
- Recognized as the spokesperson and initial policy lead for the City.
- Signs documents on behalf of the City.
- Makes proclamations, etc.
- Strives to lead the City Council into an effective, cohesive working team.

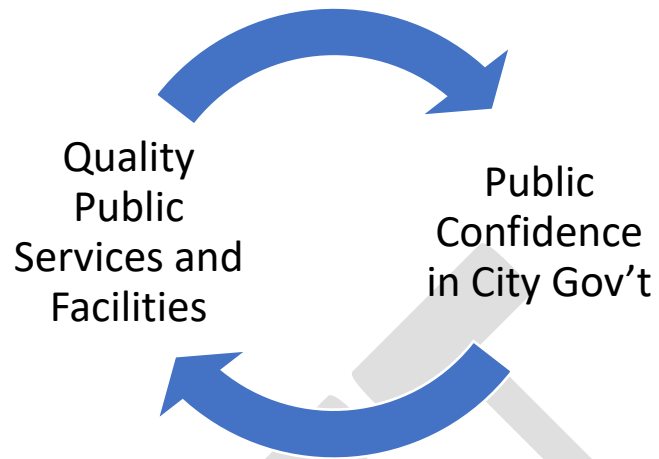
Mayor Pro-Tem

- Performs the duties of the Mayor if the Mayor is unable to perform his/her duties.
- Presides over City Council meetings at the request of the Mayor.
- Represents the City at ceremonial functions in the absence of the Mayor.

All Members of the City Council

All members of the City Council have equal votes. No Councilmember has more power than another, and all should be treated with equal respect. All Councilmembers should strive to:

- Represent the residents of their ward and the city in general.
- Fully participate in City Council meetings and other public forums while demonstrating respect, kindness, consideration, and courtesy to others.
- Prepare in advance of City Council meetings and be familiar with issues on the agenda.
- Participate in initiation, development, and adoption of policy; the Council as a whole is the final decision-maker on official City policy.
- Represent the City at ceremonial functions at the request of the Mayor.
- Be respectful of other people's time.
- Stay focused and act efficiently during public meetings.
- Serve as a model of leadership and civility to the community.
- Demonstrate honesty and integrity in every action and statement.
- Participate in scheduled activities to increase team effectiveness .
- Inspire public confidence in the City of Jefferson's government.

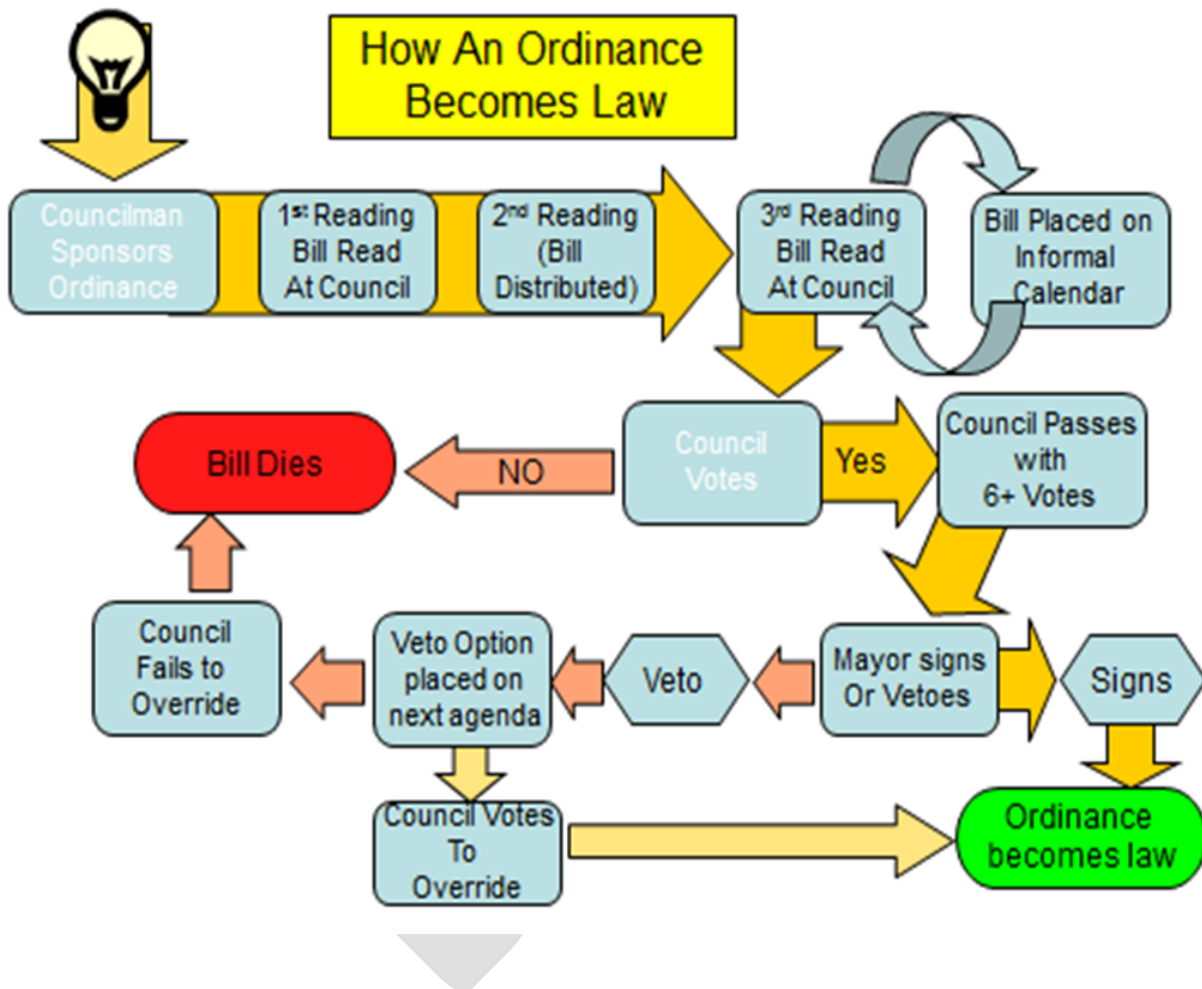


HOW TO GET THINGS DONE 101

Passing an Ordinance

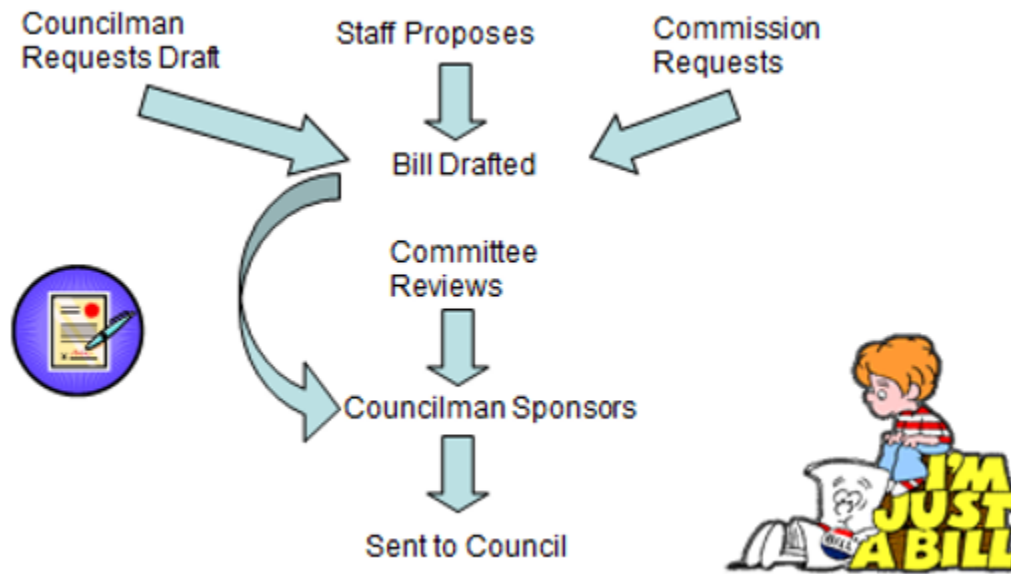
The passage of an ordinance can seem very complicated at first. You will find with practice however that it is usually very simple and very routine. The basic procedure is illustrated below.

[NOTE: In diagram below change “Councilman” to “Councilmember”]



Before a bill can begin the process, it has to be created and sent to the council. There are basically three ways that a bill can be created:

[NOTE: In diagram below change “Councilman” to “Councilmember” in 2 places]



As you can see councilmembers are not the only ones who can create bills. In fact most bills are “created” by staff or commissions. However, ***only a councilmember can introduce a bill***. Every bill must have a primary sponsor, the author of the bill or the chairman of a committee which refers the legislation to the Council. No sponsor shall be added to a bill without the consent of the primary sponsor. The primary sponsor shall retain full control of a bill even if other sponsors co-sponsors are added. The sponsor may withdraw the bill at any time prior to the beginning of the final vote.

What sort of ordinances can be created? As a charter city, the City of Jefferson has the ability to pass laws on any subject, except on issues that the state or federal government, or our own charter, forbid us from regulating. The City Attorney’s role is to identify those issues and he will sign every bill “As to Form”, i.e., saying that it is a proper subject and correctly written.

Resolutions

Unlike ordinances, resolutions are passed in one meeting. The same bill/ordinance rules apply for a resolution sponsor and co-sponsors. Resolutions are used to provide one-time instruction: Support this issue; work on this project; pursue this grant; sign this agreement (etc.).

Proclamations

Only the Mayor can issue a proclamation. A proclamation has no legal significance, it is merely as statement of the Mayor (usually on behalf of the City) expressing thanks, recognizing an accomplishment or designating an honorary day. The Council or the Mayor may also recognize an individual or group by presenting a key to the city or a city coin.

POLICIES AND PROTOCOL RELATED TO CONDUCT

Ceremonial Events

The Mayor will serve as the designated City representative at ceremonial events. If the Mayor is unavailable, then the Mayor will recommend which City official or staff member should be asked to serve in his or her place. Invitations received at City Hall are presumed to be for official City representation. Invitations addressed to City Councilmembers at their homes are presumed to be for unofficial, personal consideration.

Correspondence Signatures

City Councilmembers do not need to acknowledge the receipt of correspondence, or copies of correspondence, during City Council meetings. City staff will prepare official responses to public inquiries and concerns.

Endorsement of Candidates

The Mayor and Councilmembers have the right to personally support candidates for any office; however, it is inappropriate to endorse a candidate by using an official City means of communications (i.e., at a public meeting, using official City email address, etc.).

Conduct at Public Hearings

The Mayor and City Council should not express personal opinions during the public hearing portion of the meeting except to ask pertinent questions of the speaker or staff. The Mayor and Council should refrain from debating with the public or other Councilmembers during a public hearing and should show respect for different points of view. The Mayor's or Council's personal opinions or inclinations about upcoming votes should not be revealed until after the public hearing is closed.

Mayor and City Council Conduct with the Public in Public Meetings

Making the public feel welcome is an important part of the democratic process. Signs of partiality, prejudice, or disrespect should not be evident on the part of the Mayor and Council toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public testimony.

- Be fair and equitable in allocating public meeting time to individual speakers.

- The Mayor, or Mayor Pro-Tem in the Mayor's absence, will determine and announce limits on speakers at the beginning of the public meeting process. The Mayor will advise speakers to state their name for the record and to address their comments to the City Council.
- Opportunity for public comment appears early on the City Council agenda. Each person is allowed 4 minutes to speak. A sign-up sheet to speak is kept outside of Council Chambers the day of the Council meeting. According to City Code, "Individuals wishing to participate shall notify **the City Clerk 15 minutes** prior to beginning of the Council meeting. Priority for speaking will be given to those who contact the Clerk at the earliest time. Each speaker shall be limited to the time period identified on the agenda, which time may be extended by the consent of the Council." Persons attending the meeting who have not signed up but wish to speak during "Opportunity for Public Comment" may do so with the Mayor's permission.
- For formal public hearings, public testimony shall be heard first in favor of the proposal and allotted 10 minutes. The next speaker, in opposition, is allotted 10 minutes. The remaining speakers, alternating between in favor and in opposition, are each allowed 5 minutes. No speaker will be turned away unless he or she exhibits disruptive or threatening behavior. If a speaker exceeds the time limit, the chairperson will inform the speaker that their time has expired. If the speaker continues, the chair may request the person to discontinue and request law enforcement to escort the speaker out of the meeting room.
-
- Listen attentively.
 - Councilmembers should be attentive to public speakers. Taking notes and looking at documents while they are speaking may be important; however, it is best to engage the speaker with your attention, as to stave off the appearance of disinterest. Be aware that facial expressions which may be interpreted as smirking, disbelief, anger, or boredom will speak louder than words.
- Ask for clarification but avoid debate and argument with the public.
 - Only the Mayor, or Mayor Pro-Tem in the Mayor's absence, should interrupt a speaker during a presentation; however, a Councilmember may ask the Mayor for a point of order or point of information if the speaker is off the topic or exhibiting behavior or language the Councilmember finds disruptive or threatening, or would like further information from the speaker.
 - If speakers become flustered or defensive by questions from the Council, it is the responsibility of the Mayor to maintain the order and decorum of the meeting. Questions by Councilmembers to members of the public testifying should seek to clarify or expand information.
 - Voters placed their trust in the Councilmembers they elected, and the City expects the Council to exhibit appropriate behavior, body language, tone, and speech at all times.

Conduct with the Mayor and other Councilmembers in Public Meetings

City Council is composed of individuals with a wide variety of backgrounds, personalities, values, opinions, and goals. Despite this diversity, all have chosen to serve in public office to preserve and protect the present and future of the community. In all cases, this common goal should be acknowledged even as the Council may “agree to disagree” on contentious issues.

- Common parliamentary actions in the City of Jefferson meetings include:
 - To make a motion say, “I move that _____”
 - To change how an ordinance or motion reads say “I move that we amend Bill _____ by adding/deleting/modifying the following _____”
 - To excuse yourself (i.e. go to the bathroom) say “Point of personal privilege”
 - If you did not understand the motion, or are unsure of what is being done say “point of information please”
 - If you think something has been done wrong (procedurally), say “Point of Order”
- Practice civility and decorum in discussions and debate.
 - Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of a free democracy in action. This does not permit, however, the Mayor or Council to act in any way other than honorable.
- Honor the role of Mayor or Mayor Pro-Tem or Committee Chair in maintaining order.
 - It is the responsibility of the Mayor, or the Mayor Pro-Tem in the Mayor’s absence, or the Committee Chair person to keep the comments of Councilmembers on track during public meetings. Councilmembers should honor efforts by the Mayor or Chair to focus discussion on current agenda items. If there is disagreement about the agenda or the Mayor’s or Chair’s actions, those objections should be voiced politely and with reason, following procedures outlined in Robert’s Rules of Order for parliamentary procedure.
- Avoid personal comments that could offend other Councilmembers.
 - If a Councilmember is personally offended by the remarks of another Councilmember, the offended Councilmember should make notes of the actual words used and call for a “point of personal privilege” that challenges the other Councilmember to justify or apologize for the language used. The Mayor or Committee Chair will maintain control of this discussion and will stop discussions which are inappropriate or would bring embarrassment to the City of Jefferson.
- Strive to demonstrate effective problem-solving approaches.
 - Councilmembers have a public stage to show individuals with disparate points of view that they can find common ground and seek a compromise that benefits the community.

Conduct in Private Encounters with Other Members of the City Council

- Policy Making
 - No binding policy decisions shall be made outside of a public meeting. The use of official City e-mail is reviewable in a public information request or through a subpoena in a lawsuit. Therefore, a file should be maintained just like any other correspondence. The use of private e-mail should never be used to discuss City business. The sender should avoid sending an email to multiple elected officials to eliminate the perception of an electronic meeting. Similarly, telephone calls and in-person conversations about City business with a quorum of the Council will constitute a meeting under the Missouri Sunshine Law. If an email must be sent to a quorum of the Council, the City Clerk must be copied into the email as official recordkeeper of the City of Jefferson.
- Be aware of the insecurity of written notes, voicemail messages and e-mail.
 - Technology allows words written or spoken without much forethought to be distributed far and wide. Written notes, voicemail messages, text messages, and e-mail should be treated as potentially “public” communication; in other words, Mayor and Councilmember should make communications with an understanding that such communications will likely be made public if requested by the public. The Mayor and Council should be mindful of all recipients. Private communication cannot be prohibited from distribution under the Sunshine Law and the City of Jefferson respects and maintains an open government. When thinking of distributing a message the litmus test should be: Would you feel comfortable if this voicemail, text message or e-mail message appeared in the newspaper verbatim? Be mindful of how words and actions reflect on the City.
- Even private conversations can have a public presence.
 - Elected officials are always on display. People around them that they may not know will monitor their actions, mannerisms, and language. Lunch table conversations will be eavesdropped upon. Parking lot debates will be watched. Casual comments between individuals before and after public meetings will be noted.
- Guiding principles for collaboration on legislation.
 - Collaboration between the Mayor and the Council to develop proposed legislation policy or ideas is acceptable; however, six members constitutes a quorum, therefore collaboration by a quorum of the City Council will be deemed a meeting under the Missouri Sunshine Law. It must be understood that no binding decisions can be made; and the proposal shall come before the whole City Council for consideration in full, open discussion at a public meeting. Council’s records on the subject could be subject to a public information (Sunshine) request and may possibly be discoverable in litigation.

Conduct with and relating to City Staff

Governance of a City relies on the cooperative efforts of elected officials, who set policy, and City staff who implement and administer the City Council's policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by everyone for the good of the community.

- Neither the Mayor nor any member of the Council shall directly interfere with the conduct of any department or duties of employees except at the express direction of the Council.
- Neither the Mayor nor any member of the Council shall direct or request the appointment of any person below the department director level to, or removal from, office by the City Administrator or any of his subordinates.
- The City Charter limits direct Council-Staff interaction to "inquiries and transmittal of citizen complaints"
- ~~City staff is aware the Councilmembers should engage in communications with City staff through the City Administrator.~~
 - ~~Any City staff that does not follow proper conduct in their dealings with the City Council, other City staff, or the public may be disciplined in accordance with standard City procedures for such actions.~~
- ~~Limit contact to specific City staff.~~
 - ~~The Charter states, "No member of the council shall interfere directly with the conduct of any department or duties of employees subordinate to the city administrator except at the express direction of the council." Furthermore, under City Charter § 3.5(c), direct Council-Staff interaction is limited to "inquiries and transmittal of citizen complaints"~~
 - Generally, questions of City staff and/or requests for additional background information should be directed to the City Administrator or the proper Department Director. Both the City Administrator and the Department Director should be copied on "inquiries and transmittals of citizen complaints." Requests for follow-up to City staff should be made through the appropriate chain of command. When in doubt, Council should ask the City Administrator or City Attorney for direction. Materials supplied to Council in response to a request will be made available to all members of the Council so that all have equal access to information.
- Treat all City staff as professionals.
 - Clear, honest communication that respects the abilities, experience, and dignity of everyone is expected.
- Please do not disrupt City staff from their jobs.
 - Elected officials should not disrupt City staff while they are in meetings, on the phone or engrossed in performing their job functions to have their individual needs met. While the City staff feel it is important to help you perform your job,

please be aware that meeting requests in advance are the most respectful and time-effective way to receive the information you need.

- Constant requests for information and interruptions from Councilmembers can draw the attention of staff away from their day-to-day duties.
- Never publicly criticize an individual employee.
 - Elected officials should never express concerns about the performance of a City employee in public, to the employee directly, or to the employee's manager. Comments about City staff performance should only be made to the City Administrator or the appropriate Department Director through private correspondence, conversation, or in an appropriately-noticed closed session with a quorum of the Council present.
- Direct citizens to utilize official City means of seeking information, making requests, or filing complaints.
 - The City provides several avenues for citizens to request information, make requests, or submit complaints; often these avenues are electronic and automated. The Mayor and Council should direct and encourage citizens to use these official avenues to maintain efficient and effective workflows. When request or inquiries come to staff from outside these official channels, it can disrupt workflows and make it harder to ensure requests are being tracked and resolved.
- Resist the urge to ~~"shepherd" citizen requests or inquiries or~~ act as an intermediary between citizens and staff.
 - ⊖ Citizens' issues are most effectively addressed when the citizen and appropriate staff are in direct communication with each other. ~~Also, when Councilmembers are "shepherding" citizens requests, this can be taken by staff as an indirect indication that a particular request is a priority and/or should be resolved in a manner favored by the Councilmember. This is unfair to citizens who use official channels of communication and a potential violation of the City Charter's requirement that a Councilmember cannot direct City staff. This could also lead staff to act in a manner inconsistent with adopted ordinance and policy, which could lead to legal consequences and/or discipline for the staff member.~~
 - It is appropriate to follow up with the City Administrator if a citizen reports that staff is being unresponsive or unprofessional. However, remember there is a difference between staff "not doing anything" about a citizen's issue and staff not resolving an issue to the citizen's liking (but consistent with official policy or procedure or best practices).
- Please check with City staff on correspondence before acting to present a City position, as distinct from one's personal position.
 - Before sending correspondence representing the City's position, the Mayor and Council should check with City staff to see if an official City response has already

been sent or is in progress. The City Administrator should see that previous official correspondence is always accessible to all members of the Council.

- Do not attend internal meetings with City staff unless requested by City staff.
 - Even if the Mayor or Council do not speak at the meeting, their presence may imply support, show partiality, intimidate staff, or hamper City staff's ability to do their jobs objectively.
- Do not solicit political support from City staff.
 - Elected officials should not solicit any type of political support (financial contributions, display of posters or lawn signs, name on support list, etc.) from City staff.

Mayor and Council Conduct in Unofficial Settings

- **Preface:** As Elected officials you will receive many calls from individuals (some constituents and some not) requesting you to assist them in one way or another. In most cases it is fairly easy to direct them to the services that they need. However, it is wise not to jump into their problem too quickly. If their problem is with a neighbor, there probably is another side to the issue and that person is a constituent too. If they say that they have “tried for years to get the city to fix this” there probably is a reason their issue hasn’t been “fixed” to their liking.
- Do not make promises on behalf of the Council.
 - The Mayor and Council will frequently be asked to explain a Council action or to give their opinion about an issue as they meet and talk with constituents in the community. It is appropriate to give a brief overview of City policy and to refer to City staff for further information. It is inappropriate to promise Council action overtly or implicitly, or to promise City staff will do something specific (fix a pothole, change an ordinance, change a policy, etc.).
- Do not make personal comments about other Councilmembers or the Mayor.
 - It is acceptable to publicly disagree about an issue, but it is unacceptable to make derogatory comments about other members of the Council or the Mayor.
- Do not make announcements related to City projects, programs, or economic development projects, etc. until it has been coordinated and announced by the City first.
 - It is important that all official announcements first come through the City in a coordinated effort with all partners involved in the announced project. Members of the Council are encouraged to share news once it has been officially released by the City. In some cases, economic development partners may back out if they have improper publicity before the project details are

complete. Be aware of the implications your actions or words could have on the City.

- Remember that residents and businesses look to the Mayor and Council to set the tone for the City.
 - The community is constantly observing the Mayor and Council. Their behaviors and comments serve as models. Honesty and respect for the dignity of everyone should be reflected in the words spoken and action taken by the Mayor and Council.

Mayor and Council Conduct with Other Public Agencies

- Be clear about representing the City or personal interests.
 - If the Mayor or any Councilmember appears before another governmental agency or organization to give a statement on an issue, they must clearly state if his or her statement reflects personal opinion or if it is the official stance of the City.
 - If the Mayor or Councilmember is representing the City before another governmental agency or organization, they must support and advocate the official City position on an issue, not a personal viewpoint.
 - If the Mayor or Councilmember is representing another organization whose position is different from the City, they should abstain from voting on the issue if it significantly impacts or is detrimental to the City's interest. Councilmembers should be clear about which organizations they represent and inform the Mayor and the Council of their involvement.
- Correspondence should be equally clear about representation.
 - City letterhead is not to be used for correspondence of the Mayor or Council representing a personal point of view, or a dissenting point of view from an official position of the Council.

Conduct with Other City Boards, Committees, and Commissions

The City has established several boards, committees, and commissions as a means of gathering more community input. Members who serve on these bodies become more involved in government and serve as advisors to the Mayor and Council. They are a valuable resource to the City's leadership and should be treated with appreciation and respect.

- If attending the meeting of another City board, committee, or commission, be careful to only express personal opinions.
 - The Mayor and Council may attend any meeting of another City board, committee or commission which are always open to any member of the public. However, they should be sensitive to the way their participation, especially if it is on behalf of an individual, business or developer, could be viewed as unfairly affecting the process. Any public comments by the Mayor or Council at the meeting of another

City board, committee or commission should be clearly made as individual opinion and not a representation of the feelings of the entire Council.

- When a member of the Council is appointed as a liaison to another City board, committee or commission, the appointed member of the Council should take the official stance of the entire Council when discussing issues. If there is no official stance by the Council, the liaison should note the issue and discuss it with a quorum of the Council at the next scheduled meeting.
- Limit contact with members of another City board, committee, or commission to questions of clarification.
 - It is inappropriate for the Mayor or Council to contact a member of another City board, commission, or commission to lobby on behalf of an individual, business, or developer. It is acceptable for the Mayor or Council to contact a member of another City board, committee, or commission to ask questions of clarification on a position taken by City board, committee, or commission.
- Remember that City boards, committees and commissions serve the community, not individual members of the Council.
 - The Mayor appoints individuals, with the advice and consent of the Council, to serve on City boards, commissions, and commissions, etc. and it is the responsibility of such boards, committees, and commissions to follow policy established by the Council. However, the members of City board, committees and commissions do not report to individual members of the Council, nor do individual members of the Council have the power or right to threaten members of other City board, committees and commissions with removal if they disagree about an issue. The City Charter provides that members of City boards, committees or commissions can only be removed by the Mayor with the consent of a majority of the Council for misconduct or neglect of duty. Automatic removals are limited to resignation and incompatible offices, despite language of City Code.
- Be respectful of diverse opinions.
 - A primary role of City boards, committees, and commissions is to represent the many points of view in the community and to provide the Council with advice based on a full spectrum of concerns and perspectives. The Mayor and Council may have a closer working relationship with some individuals serving on said City board, committees, and commissions, but must be fair and respectful of all citizens serving on City boards, committees, and commissions.
- Keep political support away from public forums.
 - Members of City boards, committees and commissions may offer personal political support to the Mayor or a member of the Council; however, such support will not be offered in a public forum while conducting official duties. Conversely, the Mayor or members of the Council may personally support members of City boards, committees, and commissions who are running for office; however, such

support will not be offered in an official forum or in their capacity as the Mayor or a member of the Council.

- Inappropriate behavior can lead to removal.
 - Inappropriate behavior including habitual non-attendance by any member of a City board, committee, or commission who has been appointed by the Mayor and Council, should be addressed by the chair and/or the members of the body. If a member's conduct continues to be unbecoming, the committee staff liaison shall notify the Mayor, and the Mayor should counsel the offending member. If inappropriate behavior continues, the Mayor should bring the situation to the attention of the Council and the individual is subject to removal from the Board, Committee, or Commission for misconduct.

Conduct with the Media

The Mayor and Council are frequently contacted by the media for background and quotes. The best advice for dealing with the media is to never go "off the record". Most members of the media represent the highest levels of journalistic integrity and ethics and can be trusted to keep their word; however, words that are not said cannot be quoted.

- The Mayor is the designated representative of the City to present and speak on the City's official position.
 - If the media contacts an individual Councilmember, the Councilmember should be clear about whether their comments represent the official City position or a personal viewpoint. When representing the official City position, the Councilmember should coordinate with the City Administrator's office.
- Choose words carefully and cautiously.
 - Comments taken out of context can cause problems for the City and confusion for the citizens of the City of Jefferson. Be especially cautious about humor, sardonic asides, sarcasm, or word play.

Conduct on Social Media

The intended purpose of the City of Jefferson's use of social media platforms is to disseminate information from the City or about the City to the public in a civil and unbiased manner. The City typically uses social media to highlight upcoming events, warn residents of potentially hazardous weather conditions, road closures, utility service disruptions, and other important information. The Mayor is the designated representative of the Council to present and speak on the City's official position.

In expressing their personal opinions or information via a personal social media account, members of the Council for the City of Jefferson should adhere to the following guidelines:

- Do not disclose confidential information regarding the City of Jefferson or its operations.
- Do not slander the City of Jefferson, its citizens, employees, or elected officials.
- Do not use any City photos or logos for personal social media posts or otherwise, unless granted permission to do so.
- Do not use personal social media accounts to speak on the City's behalf.
- Avoid posts that may be viewed as malicious, obscene, or intimidating.
- Avoid posts that may include discriminatory remarks, harassment, threats of violence, or similarly inappropriate or unlawful content.
- Exercise responsibility and good judgement when posting or publishing information on social media sites for personal or professional purposes while serving as a representative for the City of Jefferson.

Members of the Council should refrain from commenting on each other's official social media accounts so as not to create a meeting subject to the Missouri Sunshine Law.

Elected Officials Participation in Political Activities

Elected officials are not to use City resources or special privileges of elected office for political activity.

Enforcement

Elected officials through formal approval of the Guidelines commit to upholding the standards of conduct presented. The Guidelines shall be a central part of the orientation of all future elected officials.

In meetings the Chairperson (Mayor, Mayor pro Tem, or Committee Chair) commits to calling out and stopping conduct identified in this Guide as inappropriate before it escalates.

Ultimately the public through elections decides whether violations of publicly approved conduct will result in continued service by an elected official. In addition, the Council has the right to make and enforce its own rules and to require that City elected officials, City staff and the public refrain from conduct injurious to the accomplishment of City business.

RESOLUTION SUMMARY

RESOLUTION NO: RS2024-40

SPONSOR: Councilmember Ahlers

SUBJECT: Approves Letter of Engagement with Ellis, Ellis, Hammons & Johnson Law Firm

DATE INTRODUCED: February 3, 2025

DEPARTMENT DIRECTOR(S): _____


CITY ADMINISTRATOR: _____


Summary: Approves a Letter of Engagement with Ellis, Ellis, Hammons & Johnson Law Firm

Department Responsible: Law

PERSON RESPONSIBLE: Ryan Moehlman, City Attorney

Background Information: This resolution would approve a Letter of Engagement with Ellis, Ellis, Hammons & Johnson law firm. The City desires to retain this law firm as special outside counsel to assist with matters in labor and employment law, along with other matters of law as may be needed. This resolution would also waive the regular procurement procedures pursuant to Section 26A-42 of the City Code.

Fiscal Information:

The hourly rate for the primary attorney, partner Travis Elliott, is \$275 per hour.

RESOLUTION

RS2024-40

Sponsor: Councilmember Ahlers

A RESOLUTION APPROVING A LETTER OF ENGAGEMENT BETWEEN THE CITY AND ELLIS, ELLIS, HAMMONS & JOHNSON LAW FIRM

WHEREAS, the City desires to enter a letter of engagement with Ellis, Ellis, Hammons & Johnson Law Firm for special outside counsel;

NOW BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JEFFERSON, MISSOURI, as follows:

SECTION 1. The Mayor and City Clerk are authorized to execute the Letter of Engagement between the City and Ellis, Ellis, Hammons & Johnson law firm substantially in the form attached hereto as Exhibit A.

SECTION 2. The selection for the provision of the professional services described herein is pursuant to Sec. 26A-42 of the City Code and the purchasing procedures set forth in the City Code are hereby waived pursuant to and as provided therein.

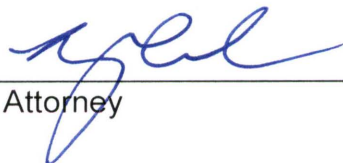
Adopted this 3rd day of February 2025

Mayor Ron Fitzwater

ATTEST:

APPROVED AS TO FORM:

City Clerk



City Attorney



Ellis, Ellis, Hammons & Johnson P.C.

RANSOM A. ELLIS, III*
 JOHN D. HAMMONS, JR.**
 TODD A. JOHNSON
 TRAVIS A. ELLIOTT
 TINA G. FOWLER***
 RACHEL A. RISO****
 PAIGE PARRACK
 ROBERT E. PETROWSKY*****
 CAMERON CASAD*****
 DARYNNE L. O'NEAL

2808 S. INGRAM MILL, A104
 SPRINGFIELD MISSOURI 65804
 TELEPHONE (417) 866-5091
 FAX (417) 866-1064
 EEHJFIRM.COM

RANSOM A. ELLIS, JR. (1920-2012)

ALSO LICENSED IN:
 *TEXAS
 **ARKANSAS
 ***OKLAHOMA
 ****KANSAS
 *****COLORADO
 *****MARYLAND

OF COUNSEL:
 FRANK M. EVANS, III

January 29, 2025

Brian Crane, City Administrator
 City of Jefferson, Missouri
 320 E McCarty St.
 Jefferson City, MO 65101

RE: Legal Services Engagement Agreement

Dear Mr. Crane:

This letter will confirm your recent request for legal services and set forth an agreement by this firm to represent the City of Jefferson, Missouri in relation to certain labor and employment issues. This firm is willing to represent you (hereinafter "you" or "client") under the following terms and conditions:

1. Our fee will be based on our regular hourly rates effective at the time of billing, and our time will be billed in one-tenth of an hour increments. Our current hourly fee schedule is as follows, and you will be notified of any subsequent changes in our hourly fee structure.

Shareholders:	\$275.00/hour
Associates:	\$265.00/hour
Paralegals:	\$100.00/hour

2. The term "this firm" means the lawyers for which an hourly charge is applicable, para-professionals, legal clerks, or investigators, and any other personnel employed by the firm. It is agreed that the attorney initially accepting the representation of your interests may, within his discretion, seek the assistance of other attorneys or staff members within the firm regarding legal matters, and may delegate work to be performed in connection with this matter to other personnel.

3. You will be responsible for the payment of all costs and expenses, including (when applicable), but not limited to, the preparation of documents, fees for expert witnesses, fees for investigators, expenses of discovery proceedings, photocopies, postage charges, and travel expenses incurred in the furtherance of your interests. Mileage for automobile usage will



Ellis, Ellis, Hammons & Johnson P.C.

be charged at the current rate approved by the IRS. Photocopy costs will be charged at the rate of .204 per page. Hotel, meal, and other expenses will be billed at actual cost.

4. You will normally receive an itemized statement on or before the 10th day of each month reflecting actual services rendered, expenses incurred, the person rendering the service, and the applicable hourly rate. You will be expected to pay all amounts due within thirty (30) days of the date upon which you are billed. A late payment charge of one percent (1%) per month may be assessed against any account balance remaining unpaid for more than thirty (30) days, unless written exception to the contrary is given by this firm.

5. This firm, with your prior approval only, may employ outside investigators to investigate the facts surrounding matters, or expert witnesses to assist in the advancement of your interests. This firm may also, in its discretion, employ associate counsel to assist in the prosecution of your interests, but only with your approval, and the fees of such associate counsel will be treated in the same manner as the attorneys' fees of this firm.

6. In the event you subsequently discharge this firm or obtain the substitution of other attorneys before this firm has completed the services for which it is hereby employed, this firm shall then be entitled to payment of all fees, and the reimbursement of all incurred expenses, as set forth in the preceding paragraphs.

7. This firm has made no representations or warranties as to the prospect for successful termination of any matters, and any expressions made by this firm relative thereto are matters of opinion only.

8. This firm shall have the right to voluntarily withdraw its representation of your interests in the event: (a) you fail to comply with any of the provisions of this agreement; or (b) you fail to make timely payment for the fees and/or costs and expenses billed pursuant to the terms of this agreement; or (c) a dispute arises between you and this firm, or the individual attorney accepting your case over the handling of this matter; or (d) the firm, or individual attorney accepting your case, feels ethically compelled to withdraw, or feels that the best interests of both parties would be served by such withdrawal. In the event the firm withdraws, pursuant to the provisions of this paragraph, it shall be entitled to all fees, costs, and expenses incurred prior to the date of such withdrawal.

9. Neither this firm, nor you as the client, will settle a litigation matter without the knowledge and consent of the other.

10. This firm may request that you provide copies of certain documents necessary to the representation of your interests. It is your responsibility to retain the originals of such documents. Should we request that you deliver an original document to us, it is your responsibility to request a return of the original at or prior to the closing of your file, and to provide an appropriate receipt therefore.



Ellis, Ellis, Hammons & Johnson P.C.

11. Should any provision of this agreement be found to be void or unenforceable, it is the intention of the parties that all other provisions shall be enforceable and shall remain in full force and effect.

12. The terms of this agreement shall apply to the legal matters set forth in the introductory paragraph to this letter, as well as any other legal matters for which our services may be requested subsequent thereto, unless a separate and distinct engagement letter is executed.

13. If the above provisions are agreeable to you, please sign the enclosed copy of this agreement, and return it to our office in the envelope provided.

14. The laws of the State of Missouri shall govern the construction and interpretation of this agreement.

15. Upon conclusion of this matter, you understand that all written materials constituting your file and this firm's work product will be scanned for purposes of retention and all "hard copies" will be shredded. The electronic/scanned copy of the file materials will be retained by this firm for a period of five (5) years. If you desire to have this "hard file" returned to you upon conclusion of this matter, please communicate that desire in writing.

16. The City agrees to waive any actual or potential conflict of interest that may exist with respect to this Firm's representation of the Missouri Association of Counties.

If the arrangements outlined in this agreement meet with your approval, please sign and return it to our office by mail or email.

ELLIS, ELLIS, HAMMONS & JOHNSON, P.C.

By: _____
(date)

CITY OF JEFFERSON, MISSOURI

By: _____
(date)

APPROVED AS TO FORM:



City Counselor