COUNCIL ARPA REVIEW COMMITTEE
November 6, 2024
12:00 p.m.
Councilman Denny Whayne Conference Room, 4th Floor, Busch Municipal Building
840 Boonville Avenue

MEMBERS PRESENT: Matthew Simpson, Chair; Abe McGull; Heather Hardinger, and Callie Carroll.

MEMBERS ABSENT: None.

COUNCIL PRESENT: None.

STAFF PRESENT: Jason Gage, City Manager; Collin Quigley, Deputy City Manager; Maurice S. Jones, Deputy City Manager; Steve Childers, Director of Planning and Development; David Pennington, Fire Chief; Chris Dunnaway, Principal Engineer; Tona Bowen, Financial Analyst; Monica Meador, Financial Analyst; Jody Vernon, Assistant Director of Finance and Comptroller; David Holtmann, Director of Finance; Ron Schneider, Director of Parks and Recreation; Miles Park, Assistant Director of Parks and Recreation; Jordan Paul, City Attorney; Katie Towns, Director of Public Health and Welfare; Rinda Davis; Assistant Director of Public Health and Welfare; Tom Dancey, Principal Engineer; Eric Claussen, Assistant Director of Public Works; Cora Scott, Director of Public Information and Civic Engagement; Melissa Haase, Assistant Director of Public Information and Civic Engagement; Anita Cotter, City Clerk; and Julie Greer, Deputy City Clerk.

GUEST: Jaimie Trussell, Council of Churches of the Ozarks.

Mayor Pro Tem Matthew Simpson, Chair, called the meeting to order at approximately 12:05 p.m. Roll call was conducted: Present: Abe McGull, Callie Carroll, Heather Hardinger, and Matthew Simpson. Absent: None.

Mayor Pro Tem Simpson welcomed everyone and noted there were sign-in sheets, handouts, and public comment forms available.

Councilmember Carroll moved to approve the minutes of the August 16, 2024, meeting as presented. Councilmember McGull seconded the motion, and it was approved by the following vote: Ayes: Carroll, McGull, Hardinger, and Simpson. Nays: None. Absent: None. Abstain: None.

Approved by the Council ARPA Review
Committee on October 22, 2025.

Mayor Pro Tem Simpson expressed his appreciation to voters for approving Question 1, with the unofficial results showing a 62 percent yes vote. He expressed his opinion this would be impactful to the city and expressed optimism regarding the projects which could be completed with the funding.

Mayor Pro Tem Simpson turned the meeting over to Jason Gage, City Manager. Mr. Gage introduced David Holtmann, Director of Finance, and Jody Vernon, Assistant Director of Finance and Comptroller.

Mr. Holtmann echoed Mayor Pro Tem Simpson's sentiments regarding the anticipated passage of the tax, as the funds would allow continuation of efforts within the City's operating funds and fund new key projects. He noted the City was awarded just over $40 million in American Rescue Plan Act (ARPA) funding, and the first hard deadline was approaching. He turned the presentation over to Ms. Vernon.

Ms. Vernon explained the obligation deadline was December 31, 2024. She noted external projects were considered obligated when the City entered into a contract with the grantee. Internal projects were considered obligated when a contract was signed with the entity that would be performing the work.

Ms. Vernon further noted the spend deadline for all of the ARPA funding was December 31, 2026. She noted this presentation would focus on the status of the projects.

Mayor Pro Tem asked for clarification regarding reallocating funding. Ms. Vernon responded funds could be reallocated to a project within the scope of the original work; she added leftover funds could be allocated to another project as long as the original project had met the December 31, 2024, deadline. She noted there could not be any new projects added, but leftover funds could be moved between the obligated projects after the deadline.

Ms. Vernon began a review of the external projects.

Ms. Vernon noted the Community Partnership of the Ozarks purpose-driven day center project had not had any new expenditures since the previous meeting. A building had been purchased, and the construction/renovation bid would be released in November of 2024. Renovations were anticipated to begin in early 2025 with estimated completion in mid-2025. Any remaining monies would be spent on operations.

Ms. Vernon reviewed the Ozark Greenways Chadwick Flyer Trail development project. She noted this project had gone through multiple changes since the original plan due to issues obtaining land from the railroad. Of the $3 million awarded to Ozark Greenways, based on the recent spending plan, $2.3 million was being spent on planning and engineering services for the trail between Kissick and Sunshine as opposed to new trail amenities.

Ms. Vernon noted there had not been any movement on the Salvation Army non-congregate shelter project since early summer. She noted the total project being considered by the Salvation Army would be $7 to $10 million, and the Salvation Army could not proceed until 85 percent of the total had been received in pledges due to internal policies. As of the presentation date, the Salvation Army had only received $1.1 million in funds and pledges in addition to the ARPA funding. She expressed concerns regarding the funding and getting the project moving in time.

Councilmember Carroll asked at what point the funding would be withdrawn if the project were not going to work out. Ms. Vernon responded that decision would be made by the Committee.

Ms. Gage asked if the project was under contract with the City. Ms. Vernon responded the contract had been circulated but had not been finalized.

Mr. Gage asked if it would be an option to reallocate the funds to another project if the Salvation Army could not move forward with this project. Ms. Vernon responded if the Salvation Army had not received enough pledges by the spring of 2025, then those funds could be reallocated to other projects.

Councilmember McGull asked if there were internal projects that could utilize the funds if the Committee came across situations where grantees could not utilize the funds by the deadline. Mr. Gage responded affirmatively and noted the requirement for a contract to be in place.

Mr. Holtmann asked the Committee members if they would want to recommend including language in the contracts stating that the funds could be reallocated if no action had been taken by a certain date. Councilmember Hardinger suggested action should be taken before April.

Mr. Gage noted it would depend on the type of project and the need to allow for construction timelines. Mr. Holtmann specifically noted the situation with the Salvation Army project as an example.

Councilmember Carroll expressed concerns with the Salvation Army project, noting they needed to raise a large amount of money in a short amount of time. Ms. Vernon responded the Salvation Army had been working with an architect and was planning to get a contractor in line by December 31, 2024, but they also could not actually do anything more until they met the 85-percent threshold.

Mr. Gage noted the amounts of time needed for procurement, design, and construction. Ms. Vernon affirmed the funds had to be completely spent by the end of 2026, meaning the portion of the project associated with the City ARPA funds needed to be complete.

Ms. Vernon noted the Salvation Army had verbally committed that the City's awarded ARPA funds of $1.8 million would be spent first.

Mayor Pro Tem Simpson expressed his belief the City did not want to get into a position where projects could not spend the funds and it was too close to the deadline to reallocate and get a contract in place.

Councilmember Hardinger asked about identifying the safest date for the Committee to have confirmation of allocations being utilized in a timely manner. Mayor Pro Tem Simpson responded he would defer to staff.

Mr. Holtmann suggested the date could be during the first half of 2025. Ms. Vernon noted there were internal projects which could utilize additional funds, such as the City Hall renovation project. Mr. Holtmann suggested reviewing the projects again at the end of April 2025.

Councilmember McGull asked for confirmation that the Committee could reallocate ARPA funding from one project to another already-identified project. Mayor Pro Tem Simpson confirmed, noting the deadline to get the project under contract.

Ms. Vernon continued with the review of the external projects.

Ms. Vernon noted no expenditures for the Council of Churches for congregate shelter had been made since the previous meeting, but the project was moving forward with the receipt of three Construction Manager at Risk bids. The bids were being reviewed.

Ms. Vernon noted Restore SGF planned to use the remaining allocated funds for operating costs through December 31, 2026.

Ms. Vernon noted The Connecting Grounds had approximately $34,000 remaining in allocated funds, and those funds were being spent each month on operating costs. She added the organization recently had an HVAC need which may necessitate the use of ARPA funds.

Ms. Vernon noted the Springfield-Greene County Library auditorium project had not expended any funds to date, but the project was moving forward; the Library anticipated having the funds spent by the end of the year.

Ms. Vernon noted the Burrell Behavioral Health Crisis Line had just submitted an invoice; a little over $17,000 would remain after the invoice was processed. She noted the contract would expire on December 31, 2024; at the current spending level, the contract would need to be extended if the Committee would like the project to be finished out. Another option would be to end the contract on December 31, 2024, and reallocate the remaining funds.

Councilmember Hardinger asked if Burrell had requested the contract be extended. Ms. Vernon responded staff had to ask multiple times before receiving the most-recent invoices; based on current spending, it would be another four to five months for the funds to be completely utilized.

Councilmember McGull suggested reallocating funds that were not used by the end of the year.

Mr. Gage asked if the health crisis line would end when the funding ended. Tona Bowen, Financial Analyst, responded the funds had been used for one full-time employee. Mr. Gage asked what the impact would be when the funding stopped. Ms. Vernon responded she would find out.

Mayor Pro Tem Simpson suggested spending through the end of the existing contract; any funds remaining would not be much. Mr. Gage noted this could be re-evaluated at the next meeting.

Ms. Vernon noted spending at Lincoln Cemetery has been slower than expected; about $13,000 remained. She explained the group had been reluctant to spend, as they were not used to having this much to spend. She further noted the Forvis Mazars team had encouraged them to spend the allocation as one-time funds.

Councilmember McGull noted the historical significance of the cemetery. Ms. Vernon expressed her opinion the funds had been used well, and there were noticeable improvements.

Ms. Vernon continued with the updates regarding the external projects.

She noted the contract with the Commercial Street Community Improvement District (CID) for the signage, cameras, and dumpster pads was still in process. She explained this was one of the more recent awards, and the CID representatives had expressed concerns about getting quotes and asked if the projects could be changed.

Mayor Pro Tem Simpson asked for more information about the concerns with getting quotes. Ms. Vernon responded the representatives were concerned about the time it would take to get quotes.

Mayor Pro Tem Simpson noted these items were specifically requested by the CID and expressed his belief best practices should be followed, such as obtaining quotes.

Mr. Gage asked if this award was under contract with the Commercial Street CID. Ms. Vernon responded the contract was in process but had not been finalized.

Mr. Gage noted this same requested was submitted as a budget request for funds from the City budget but was not funded in the budget. He asked how bids would have been handled with that process. Mr. Holtmann responded he was unsure.

Mr. Gage noted he did not believe it would have been handled any differently regarding a bidding process if funds had been allocated through the regular budgeting process.

Ms. Vernon noted there was a specific list of items provided when the $50,000 request was made, so someone had to have had an estimate of costs.

Councilmember Hardinger recommended letting the Commercial Street CID representatives know of the deadline. Mayor Pro Tem Simpson agreed and requested the representatives be informed of the hard deadline of December 31, 2024.

Councilmember Hardinger recommended the Committee reallocate the funds if the deadline was not met.

Mr. Gage asked if there was any indication of what other project the CID representatives wanted to use the funding for. Ms. Vernon responded that information was not specifically provided.

Mayor Pro Tem Simpson noted this was not part of the original group of requests; this one was made in August. Mr. Gage clarified the original request was submitted for funds from the City budget, which would have been received in March or April. Since the request was not funded in the budget, it was received as a request for ARPA funding.

Mayor Pro Tem Simpson noted the contract needed to be in place by the end of the year. Ms. Vernon responded staff members had been speaking with the Commercial Street CID members and had offered them the Forvis Mazars team as a resource.

Mr. Holtmann also suggested adding an April 2025 deadline. Mayor Pro Tem Simpson agreed and noted the requirement to be under contract by the end of 2024.

Ms. Vernon continued with the review of the external allocations.

She noted the contract for the award to Community Partnership of the Oarks was in process, and there were no concerns regarding the organization's ability to complete the project.

Ms. Vernon noted the allocation to the Springfield-Greene County Midtown Branch Library for renovation was approved on October 7, 2024, and the contract was in process.

Ms. Vernon noted $79,939.25 remained in the contract with Forvis Mazars for compliance services. She added some of the smaller entities were requiring more work from Forvis, and Forvis representatives had good working relationships with the grantee organizations.

Mayor Pro Tem Simpson noted if billable hours for any particular grantee started to exceed the amount of funds the Committee had allocated to them, the Committee would need to reconsider how much time Forvis representatives were spending on that project. Ms. Vernon confirmed the smaller grantees were requiring more assistance.

Ms. Vernon then began the review of the internal projects.

She noted the contract regarding the Cooper/Killian Parks project was being routed for a final signature, which would complete the obligation.

Ms. Vernon noted the Historic City Hall renovation had $3.8 million left in ARPA allocation, and only $600,000 of that had been obligated to date. Jennifer Swan, Registered Architect, provided an overview of the contract timeline for the Historic City Hall project. Ms. Swan noted the project was currently approximately $1 million over budget for abatement and demolition. She further noted the guaranteed maximum price (GMP) information should be received soon, and that could also exceed the budgeted amount.

Mr. Gage agreed the GMP was anticipated to be higher than originally expected. He noted if there was an internal project that could use every dollar, Historic City Hall would be it.

Ms. Vernon continued with the review of the internal projects.

She noted the Art Museum renovation was 100-percent obligated, and there were no concerns.

Ms. Vernon explained the Renew Jordan Creek project was not currently obligated, but there was a Council bill to award a construction contract scheduled on the November 18, 2024, City Council meeting agenda. She added the project would also be partially funded by a State Revolving Fund loan, and the closing for that was anticipated to be held the week of December 9, 2024.

Ms. Vernon noted the Family Connects Program had a contract for $300,00 that would run through November of 2027, and there were plans to pay that contract cost in December of 2024. Estimated salary expenses through December 31, 2024, were anticipated to be $38,700, and the program anticipated to have $1,886 in Microsoft Office expenses.

Ms. Vernon noted the allocation to The Kitchen for a non-congregate shelter was under contract; however, no expenditures had been made to date.

Ms. Vernon noted the Affordable Housing Home Ownership allocation had been split between Restore SGF and the Springfield Community Land Trust (SCLT). She explained Restore SGF had been spending its allocation at a good rate, and the SCLT had been slow to spend its allocation to date.

Ms. Vernon reviewed the status of the allocation for the Housing and Urban Development (HUD) 5-year consolidated plan to support housing. She noted the City's Department of Planning and Development had decided to handle that in-house. She further noted the timeline was just not feasible to get the necessary bids prior to the December 31, 2024, deadline.

Ms. Vernon added the Department of Planning and Development was proposing to move the funding allocated for housing to the Sunshine Corridor project.

Steve Childers, Director of Planning and Development, provided additional details. He noted it was originally believed there was an existing contract with a consultant that could be utilized. That was incorrect, and there was not enough time to issue a request for proposal. Mr. Childers further noted the request was to reallocate the funds to the Sunshine Corridor project.

Mr. Gage asked for clarification regarding the requirement for a contract. Mr. Childers responded his department had worked with Public Works and issued a Request for Qualifications; interviews had already been completed, and a final decision should be made within a week.

Mayor Pro Tem Simpson asked about the cost. Mr. Childers responded the total cost of the corridor project was going to be around $1 million; the Planning Department would be contributing $200,000.

Mayor Pro Tem Simpson asked David Pennington, Fire Chief, about a request for decontamination station for Fire Stations 2, 3, 6, and 9. It was noted that the allocation would not cover the costs for all four stations. Chief Pennington responded it had been resolved in-house.

Mayor Pro Tem Simpson asked the Committee members their thoughts on reallocating $100,000 from the HUD 5-year consolidated plan for housing to the Forward SGF corridor/neighborhood planning request for the Sunshine Corridor project. Mr. Gage clarified the recommendation would be taken to City Council for a vote. Mr. Holtmann confirmed that was past practice.

Councilmember McGull moved to recommend reallocation of $100,000 from the HUD 5-year consolidated plan for housing to the Forward SGF/neighborhood planning request for use on the Sunshine Corridor project. Councilmember Hardinger seconded the motion, and it was approved by the following vote: Ayes: Carroll, McGull, Hardinger, and Simpson. Nays: None. Absent: None. Abstain: None.

Ms. Vernon continued reviewing the internal projects.

She noted the HUD consolidated plan for fair housing had received three bids, and the bids were lower than expected; the funds should be obligated soon.

Ms. Vernon noted the Fire Department was on track to have contracts in place by the end of the year for the decontamination stations at Fire Stations 2, 3, 6, and 9.

Ms. Vernon noted a bid opening was scheduled for Friday, November 8, for a tethered drone for the Fire Department.

Ms. Vernon noted the following projects were 100-percent complete: employee retention payments for the Police, Fire, and Health Departments; Women's Medical Respite congregate shelter; Boys and Girls Clubs teen facility; Ozarks Technical Community College airframe and power plant maintenance facility; Ozark Empire Fair arena project; Court Appointed Special Advocates clubhouse and playground project; Discovery Center infrastructure project; and City-wide Housing Study.

Mayor Pro Tem Simpson summarized there had been one motion during the meeting, and that was to recommend reallocation of $100,000 from the 5-year consolidated plan for housing to the Forward SGF/neighborhood planning request for use on the Sunshine Corridor project. He added it had also been the consensus of the Committee to add an April 2025 deliverable date to contracts for larger projects which could have issues with spending. He asked if there were any additional decision points.

Mr. Gage asked which external projects were not yet under contract. Ms. Vernon noted the contracts for the Community Partnership of the Ozarks' neighborhood cleanup and the midtown library, the Commercial Street CID, and Salvation Army were in process but had not been completed. She noted the Salvation Army and Commercial Street CID contracts would have the April 30, 2025, deadline added.

Mr. Gage asked if Ms. Vernon anticipated any issues getting any remaining projects under contract. Ms. Vernon responded she did not anticipate any problems.

Mayor Pro Tem Simpson asked about the future meeting schedule. Ms. Vernon responded staff members would be available to provide updates whenever requested. After discussion, it was the consensus of the Committee members that any unspent funds would be reappropriated to larger existing projects.

Councilmember Carroll moved to adjourn. Councilmember Hardinger seconded the motion, and it was approved by the following vote: Ayes: McGull, Carroll, Hardinger, and Simpson. Nays: None. Absent: None. Abstain: None.

With no further business to come before the Committee, the meeting adjourned at approximately 1:04 p.m.

Prepared by Julie Greer

Approved by the Council ARPA Review
Committee on October 22, 2025.