

Records Request Checklist

Reference exhibit — my consolidated request history in one place, reconciled through **July 31, 2026** against the City's July 7, July 20, and July 22 responses. **The operative requests are the numbered items (1–17) in the body of my July 31 email;** this checklist is attached so both of our records match.

Scope, to be clear: Every line below is a request for **existing public records** under Ch. 610 RSMo — not a question, an interpretation, or a request to create a record. Where an item reads like a “how/why/whether,” it means “*any record that shows*” that fact. For any item with no responsive record, a written “no record exists” is a complete answer.

How to use: for each item, mark **Provided**, **No record**, or **Withheld** (with the statutory citation), and a **date** if it's coming later. Items already provided are pre-checked with my thanks. Scope, cost, privilege, and rolling-release terms are stated in the body of the July 31 email this checklist accompanies.

KEY ✓ Pre-checked = already provided **Orig # & 6/16** = from my original 6/16/26 request (expanded here for clarity)

NEW + date = first requested on that date (6/30 – 7/31) ★ = top priority / longest wait

CATEGORY	ORIG #	RECORD REQUESTED	PROVIDED	NO RECORD EXISTS	WITHHELD (CITE)	DATE
NEW — first requested July 31, 2026 (email Items 11–17)						
NEW 7/31	NEW 7/31	The consolidation / boundary-adjustment APPLICATION and plat Magruder has submitted — the application itself and all submittal materials, the plat as filed, any fee or receipt record, and all staff review notes, checklists, correspondence, and any completeness or conformity determination under §410.010(G). Email Item 11.				
NEW 7/31	NEW 7/31	The agenda and full packet for the August 17, 2026 P&Z meeting as soon as available, including all materials provided to Commissioners concerning the plat review. Email Item 12 — may not yet exist; to be renewed once it does.				
NEW 7/31	NEW 7/31	The “Water Engineers” review referenced publicly June 12, 2026 (no negative impact to surrounding properties or the creek) and the City Engineer’s written determination under §405.100(A)(4)(d) — or written confirmation that no such review is on file with the City. Email Item 13.				
NEW 7/31	NEW 7/31	Any §405.100(A)(7) desirability-review record created since the July 20 response, in connection with the pending consolidation-plat review or the August 17 P&Z consideration. Email Item 14.				
NEW 7/31	NEW 7/31	All existing records concerning satisfaction of the June 11 conditions of approval (determinations, sign-offs, staff notes, inspection reports, correspondence) — Magruder’s counsel stated publicly July 23 that four of five conditions are met; the July 7 response identified no such records. Email Item 15.				
NEW 7/31	NEW 7/31	Records of the handling of the July 20 petitions (Volumes I–IV): receipt, distribution, routing, referral, agenda placement, or scheduling, and any staff or Commission correspondence concerning them — records only, no position or response requested. Email Item 16.				
NEW 7/31	NEW 7/31	All records to/from Magruder, their counsel, engineers, or consultants since July 7, 2026 — applications, submittals, revised plans, plats, studies, correspondence (incl. email/text), pre-application or meeting records, fee/escrow/surety records, right-of-way dedications, and any draft or executed agreement. Email Item 17 — catch-all for applicant-side progress while City action is paused.				

OUTSTANDING — still owed from the Jul 1 consolidated request

MOST NEEDED	NEW 7/2	Reconcile the billing rate used (\$34.87/hr, effective Jul 6) against the \$31.13/hr rate in effect when the request was received (Jul 1) and could begin (Jul 2); refund any overage per the City's own letter, and provide an itemized receipt matching each payment to the records it covers. Raised Jul 2; not yet reconciled. RESTATED Jul 31 (email Item 8): itemized receipt, rate reconciliation, \$26.26 refund status, and confirmation the \$34.87 Jul 17 deposit was fully applied.				
MOST NEEDED	NEW 7/17	Reconcile the "no permits issued or pending as of July 7" answer against the water permit and stormwater permit separately confirmed to exist against the six-lot plan — and confirm whether any building/grading/access/occupancy permit has since issued, with dates. First raised Jul 17; not addressed in the Jul 20 response — RESTATED Jul 31 (email Item 10). Fairly treated as NEW if the City read the earlier ask differently. Note: the water/stormwater permits are state (DNR) permits, so "no permits" may be true of City-issued permits only — the ask is reconciliation of the two, plus Condition 2 (no building/grading permits before plat approval).				
PLANS/ENG	8	Any document fixing the plant's location and setbacks within Lot 5 (~36.4 ac). Not addressed in the Jul 7 response — RESTATED Jul 31 in the email body.				
PLANS/ENG	NEW 7/18	The "Water Engineers" review/approval the Mayor cited (June 12, 2026 Facebook post) as confirming no negative impact to surrounding properties or the creek, and the City Engineer's written determination under §405.100(A)(4)(d) that the site "pose[s] no greater burden than could be considered reasonable." REQUESTED Jul 31 (email Item 13) — with a request for written confirmation if no such review is on file with the City.				
PLANS/ENG	8	The applicant's operations / application narrative. Not addressed in the Jul 7 response — RESTATED Jul 31 in the email body.				
OPS/TRAFFIC	8	Any record showing whether aggregate storage was approved now or deferred, and the 40% open-storage and 75% building-coverage calculations (§405.560(A)(5)) with the lot used for each. If none exists, please so state. Clarified as a records request; RESTATED Jul 31 (email Item 5).				
OPS/TRAFFIC	7	Full signed traffic study — raw counts, appendices, consultant's contract — and whether approved by the Board before the June 11 vote. Including the volume assumptions: whether the ~100-truckload/day figure reflects the applicant's own fleet only or also third-party contract (1099) haulers standard in this industry, plus any peak-season/peak-day analysis and how route/school-hours conditions are enforced on independent haulers. Only the CBB PRELIMINARY memo (May 20, 2026) was produced 6/29 — the final, signed study was NOT included. Not addressed in the Jul 7 response — RESTATED Jul 31 (email Item 1). 1099-hauler assumption question added 7/12.				
OPS/TRAFFIC	NEW 7/2	★ Full financial records for the \$23,850.00 CBB traffic study (Feb 12, 2026 minutes: cost "passed along to the developer"). The City paid this first, so please provide the City-side records: the purchase order / payment authorization / warrant or check, the fund or account it was paid from, the CBB invoice, and the Board/finance approval — AND the reimbursement records: the invoice or demand sent to the developer, the receivable entry, and proof of payment received (amount, date, method). If the reimbursement has not been collected, please so state. A City expenditure and its reimbursement are ordinary financial records, not privileged. Not addressed in the Jul 7 response — RESTATED Jul 31 (email Item 2).				

PERMITS/CORR	NEW 6/30	The Jan 29, 2025 Star Connection Drive asphalt-batching-plant variance file, and any record showing its relationship (if any) to the 2026 Magruder plat. PARTLY ANSWERED Jul 20 — no responsive records per the City; by phone (Jul 20, 4:34 PM) the Clerk clarified the Jan 2025 matter was a TEMPORARY CONCRETE PLANT at another location, not asphalt, and pointed to the Jan 29, 2025 BoA minutes online. The underlying FILE (application, staff notes, notice, withdrawal record) is restated in the Jul 31 follow-up — withdrawal does not erase the file.				
SENT — sent 7/14/26						
AUG 2025 P&Z	NEW 7/14	ALL RECORDS OF THE AUGUST 18, 2025 P&Z MEETING as a complete meeting file: the agenda packet and every staff report, memo, map, plan, or other material distributed to Commissioners; and any record of the Commission's review under §405.100(A)(7) — the consideration of the purpose/intent of the zoning chapter, the M-1 district regulations, and the DESIRABILITY of a permanent asphalt-production use in M-1. If no (A)(7) review or findings exist in any record, please so state. ANSWERED Jul 20 — NO RESPONSIVE RECORDS: the City confirmed in writing that no §405.100(A)(7) desirability-review record exists for the Aug 18, 2025 P&Z action or the June 11, 2026 approval. Jul 31 follow-up asks whether any such record now exists in connection with the pending consolidation-plat review.				
AUG 2025 P&Z	NEW 7/14	The complete foot-candle/photometric exterior-lighting-coverage plan referenced in the Aug 18, 2025 P&Z motion ("...to see the [foot-candle] coverage plan"), including its submission date, all revisions, staff or engineering review, approval date, fixture details, pole heights, illumination contours, and calculated light levels at every property line. Also: was this plan reviewed and approved by the Planning and Zoning Commission after the contingent vote, or approved administratively by staff? The Aug 18, 2025 minutes show the motion approved the site plan contingent on right-of-way acquisition and review of this lighting plan — suggesting it was not before P&Z when the site plan itself was approved. Sent July 14; no response as of July 31.				
Answered — no record exists (Jul 2 & Jul 7) — for the record, not re-asked						
PLANS/ENG	NEW 6/30	Any setback or separation measurement, map, survey, calculation, or staff determination for distances to nearby residences, the high school, churches, parks, or other protected uses. ANSWERED Jul 7 — no responsive records: no separation/setback analysis exists, despite homes abutting at the lot line.		✓		Jul 7
PLANS/ENG	6-8	Any proposed or executed right of way dedication instrument, and any signed road maintenance agreement. ANSWERED Jul 7 — by reference to the plan set; no executed dedication instrument or maintenance agreement exists.		✓		Jul 7
OPS/TRAFFIC	7-8	Hours of operation, approved truck route, school hour/staging documents, off-street parking plan. ANSWERED Jul 7 — no responsive records: no approved truck route, school-hours restriction, staging, or parking plan exists.		✓		Jul 7
PERMITS/CORR	6/16	City records on the DNR air permit (032010-001AK) and any stormwater/land disturbance permit or SWPPP. ANSWERED Jul 7 — no responsive records.		✓		Jul 7
PERMITS/CORR	9	★ All City ↔ DNR/EPA correspondence on the site, and non-privileged City legal counsel correspondence (privilege log for anything withheld). ANSWERED Jul 7 — no responsive records.		✓		Jul 7
PERMITS/CORR	8	All permits issued or pending — zoning, grading, land disturbance, building, sign, access — with checklists, review notes, inspections. ANSWERED Jul 7 — no responsive records: NO permits issued or pending as of July 7.		✓		Jul 7
PERMITS/CORR	NEW 6/30	Any written determination that one or more conditions of approval have been satisfied (who determined it, and when). ANSWERED Jul 7 — no responsive records: no condition has been determined satisfied.		✓		Jul 7

NO RECORD	2-3+	★ THE M-1 USE BASIS — asked four ways: (1) the specific code provision under which the plant was determined a permitted M-1 use + any staff report / written interpretation / administrative determination relied upon; (2) temporary/portable (12-month cap) vs. PERMANENT — and if permanent, the authorizing M-1 provision; (3) any “use dedication” instrument, covenant, or written assurance; (4) any zoning verification, zoning compliance, or use determination letter issued to the applicant, their consultants, or DNR/EPA (2024-present), incl. any letter of support for a state permit. ALL FOUR ANSWERED “no records” (Jul 2 & Jul 7) — no written M-1 basis exists in any form; the classification rests on advice of counsel only. Under §405.080(A)(2)(c), an unlisted use is prohibited. UNRECONCILED: the Jun 17 response withheld Items 3 & 9 as privileged (§610.021(1)); the Jul 2 letter answers those same subjects “no documents.” Statement of grounds (§610.023.4) + clarification RESTATED Jul 31 (email Item 7), not yet received.		✓		Jul 2-7
NO RECORD	8+	★ LEGAL LOT STATUS — asked three ways: (1) the legal lot lines the June 11 setbacks/coverage/40% storage were measured against + any consolidation/boundary adjustment/record-plot APPLICATION (pending or recorded); (2) any City record treating the property as 6 developable lots before June 11, 2026 (lot of record, vesting, or development rights determination); (3) any legal description or parcel certification given to a state agency + any pre-June 11 land-disturbance/grading/SWPPP/floodplain permit for those lots. ALL THREE ANSWERED (Jul 7) — plan-set reference only: NO consolidation application, NO lot-of-record or vesting determination, NO parcel certification. The six parcels were never made a legal lot.		✓		Jul 7
NO RECORD	NEW 6/30	CITY APPLICANT AGREEMENTS — any NDA/confidentiality, development, reimbursement, MOU, or letter of intent agreement, plus all records arising from any such agreement and pre-purchase due diligence zoning inquiries (Jan 1, 2024-present); texts/personal devices included. ANSWERED Jul 7 — “there are no documents related to this request.” No NDA or development agreement exists.		✓		Jul 7
Already received (Jun 17 / Jun 29 / Jul 7) — for reference, no action						
MOST NEEDED	6	Final (adopted) June 11, 2026 Board minutes + audio/video recording of the 6:30 p.m. meeting. PROVIDED — FINAL adopted June 11 minutes received (Jul 7 response packet, confirmed Jul 11). No recording exists — the City does not record meetings.	✓	✓		Jul 11
MOST NEEDED	6	Exact motion, roll-call vote, and written conditions of approval as adopted — plus any resolution, ordinance, staff memorandum, or findings memorializing the approval. ANSWERED — by reference to the now-ADOPTED June 11 minutes; per the City, the minutes are the only memorialization (no separate resolution, ordinance, or findings memo).	✓	✓		Jul 11
MOST NEEDED	6	Agenda & packet for the June 11 regular (6:30 p.m.) meeting. PROVIDED — received with the Jul 7 response packet (confirmed Jul 11).	✓			Jul 7
MOST NEEDED	6	June 1, 2026 joint workshop packet, minutes, and recording. Minutes produced Jul 7; packet still owed (restated Jul 31). No recording — the City does not record meetings.	✓			Jul 7
MOST NEEDED	—	A date the records will be ready, and confirmation the \$35.80 fee is logged. Final accounting Jul 7: \$113.22 staff time; \$139.48 prepaid; \$26.26 refund check due to us.	✓			Jun 22
PLANS/ENG	8	Screening/landscaping, lighting, stormwater/SWPPP, noise, vibration, odor, dust control plans + the engineering/compliance review. Jul 7: City states there are NO dust/noise/vibration/odor CONTROL plans or engineering/compliance review — the Jun 29 production was plan sheets only.	✓			Jun 29

PLANS/ENG	NEW 6/30	Any revised entrance, turn lane, roadway, grading, construction, or engineering plan submitted AFTER the June 11 approval (e.g., the "updated site plan" the City has said it still must receive). Already provided 6/29 — listed in error, no action needed. Jul 7: City confirms no post-approval revised plan exists.	✓			Jun 29
PLANS/ENG	8	All site plan versions and revision logs from the Jan. 29, 2026 preliminary plat forward.	✓			Jun 29
OPS/TRAFFIC	7	CBB recommendations on access/turn lanes and whether the plan followed or departed from them; Star Connection Drive access-relocation records.	✓			Jun 29
PERMITS/CORR	6/16	Correspondence to/from any P&Z Commissioner, Board member, or City staff (Aug 18–31, 2025 & the June 11, 2026 window), incl. any member's message in the days after a meeting (e.g., Aug 19, 2025); personal accounts/devices included. "Applicable Emails" produced Jul 7.	✓			Jul 7
PERMITS/CORR	NEW 6/30	Specifically: any email from Ramiz Hakim sent around and after the August 2025 P&Z meeting, together with every response, reply, forward, or reply all to or from it — by any Commissioner, Board member, or City staff, on City or personal accounts/devices. Produced Jul 7 ("R. Hakim Documents") — with some records withheld/redacted under §610.021(1). Jul 31 (email Item 7): written statement of grounds requested per §610.023.4, with record type, date, and parties for each withheld item.	✓			Jul 7
PROVIDED	1-4	Zoning classification (M-1 Light Industrial) and confirmation no CUP/variance/rezoning exists.	✓			Jun 17
PROVIDED	6-7-8	Draft June 11, 2026 Board minutes; approved site plan; CBB traffic memo & turn lane plan. CBB traffic memo produced is the PRELIMINARY version (May 20, 2026) — the final, signed study was not included.	✓			Jun 29
PROVIDED	6	June 11 5:00 p.m. Special Meeting agenda & minutes (no recording exists, per the City).	✓			Jun 29

This checklist mirrors — and does not narrow — my June 16 request for all public records on the project. For any item with no responsive record, simply marking "No record" is all that's needed — I will leave it marked as such (not delete it) so it isn't asked again in error. Thank you for your time and follow-up this week. — Dr. Jackie D. Ramey · 636-236-2126 · jackiedramey@gmail.com