

CITY OF WILLARD, MISSOURI

224 W. Jackson Street P.O. Box 187 Willard, MO 65781 417-742-3033 417-742-3080 Fax



MEETING AGENDA AND PACKET

BOARD OF ALDERMEN

Regular Meeting

August 9, 2021

7:00 p.m.

Willard Community Bldg

220 W. Jackson

Mayor

Samuel Snider

Board Members

Donna Stewart

Sam Baird

Ryan Simmons

Larry Whitman-Mayor Pro-Tem

Landon Hall

Tyler Kelly

www.cityofwillard.org

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING**

August 9, 2021

7:00 P.M.

Posted August 5, 2021.

Notice is hereby given that the City of Willard, Missouri, Board of Aldermen will conduct a meeting at **7:00 p.m.** August 9, 2021 at the Willard Community Building, 220 W. Jackson.

The tentative agenda of this meeting includes:

PLEDGE OF ALLEGIANCE

Call the meeting to order

- 1. Roll Call.**
- 2. Agenda Amendments/Approval of Agenda.**

3. Consent Agenda:

"A Consent Agenda allows the Board of Aldermen to consider and approve routine items of business without discussion. Any member of the Board of Aldermen, the City Staff or the Public may request removal of any item from the Consent Agenda and request that it be considered under the Regular Agenda if discussion or debate of the item is desired. Items not removed from the Consent Agenda will stand approved upon motion by any Board member, second and unanimous vote to "approve the Consent Agenda as published or modified."

- a. Minutes from regular meeting July 26, 2021.
 - b. July/August 2021 Outstanding Invoices, Check and Draft Paid Invoices.
 - c. Department Head Reports.
 - d. Board Attendance Report.
- 4. Discussion/Vote on current Outstanding Invoices, draft and Check Paid Invoices for July/August 2021.**
 - 5. Citizen Input.**
 - 6. Discussion/Vote to appoint Robinne Morgan to the Park Board.**
 - 7. Presentation of the Pavement Preservation Master Plan.**
 - 8. New Business.**
 - 9. Unfinished Business.**
 - 10. Adjourn Meeting.**

IF YOU HAVE SPECIAL NEEDS, WHICH REQUIRE ACCOMMODATION, PLEASE NOTIFY CITY PERSONNEL AT CITY HALL. ACCOMMODATIONS WILL BE MADE FOR YOUR NEEDS. REPRESENTATIVES OF THE NEWS MEDIA MAY OBTAIN COPIES OF THIS NOTICE BY CONTACTING THE CITY CLERK AT 417-742-5302.

Jennifer Rowe
City Clerk



Agenda Item# 3

Consent Agenda:

"A Consent Agenda allows the Board of Aldermen to consider and approve routine items of business without discussion. Any member of the Board of Aldermen, the City Staff or the Public may request removal of any item from the Consent Agenda and request that it be considered under the Regular Agenda if discussion or debate of the item is desired. Items not removed from the Consent Agenda will stand approved upon motion by any Board member, second and unanimous vote to "approve the Consent Agenda as published or modified."

- a. Minutes from regular meeting July 26, 2021.
- b. July/August 2021 Outstanding Invoices, Check and Draft Paid Invoices.
- c. Department Head Reports.
- d. Board Attendance Report.

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
July 26, 2021
7:00 p.m.**

Staff present: City Administrator, Brad Gray; City Clerk, Jennifer Rowe; Police officer, JD Landon; Park Director, Jason Knight; Front Operations Director, Terry Forshee; and Director of Finance, Carolyn Halverson.

City Attorney Ken Reynolds was not present.

Citizens in attendance: Corey Hendrickson, Rick Stenberg, Mindy Latham and Terry Kathcart.

Call to Order.

Mayor Snider called the meeting to order at 7:00 p.m.

Roll Call.

The City Clerk conducted the Roll Call. Alderman Kelly---, Alderman Simmons-present, Alderman Stewart-present, Alderman Whitman-present, Alderman Baird-present, Alderman Hall--- and Mayor Snider-present.

Agenda Amendments/Agenda Approval.

Motion was made by Alderman Baird and seconded by Alderman Simmons to approve the Agenda. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Whitman, Stewart and Baird.

Consent Agenda.

Motion was made by Alderman Whitman and seconded by Alderman Simmons to approve the amended Consent Agenda. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Whitman, Stewart and Baird.

Discussion/Vote to approve current June/July 2021 Outstanding Invoices, Check and Draft Paid Invoices.

Motion was made by Alderman Simmons and seconded by Alderman Stewart to approve the current June/July 2021 Outstanding Invoices, Check and Draft Paid Invoices. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Whitman, Stewart and Baird.

Citizen Input.

Terry Kathcart – 704 Sidney – US Army Retired. Asked the Board to surpass Mayor Sniders denial and allow Corey Hendrickson to serve on the Planning & Zoning Commission and the Park Board. He stated he is well qualified.

Rick Stenberg – Business owner in Willard – He has been here a long time. He thanked the Board for the shooting simulator for the police department as he feels it is a valuable tool for their training. He congratulated the City on getting the Miller Road project completed. He also requested an explanation as to why Corey Hendrickson was not allowed to serve on the Planning and Zoning Commission and Park Board. He stated he feels Corey has a lot to offer and a lot of experience on the City infrastructure and needs. He would appreciate if the Board would reconsider Sniders denial and allow Corey to serve.

Mindy Latham – has 2 businesses in Willard and has worked here for over 30 years, plus attended Board meetings for over 10 years. She commended the Board on getting Miller Road completed but would like a legitimate explanation for denying Corey to serve. She feels he was denied for strictly personal reasons and the excuse was a cop out.

Ordinance amending Chapter 125: Municipal Court Section 125.100 Court Fees. (1st & 2nd Read)

Discussion/Vote.

Front Office Director and Court Clerk Terry Forshee informed the Board that this was a housekeeping Ordinance as the Supreme Court ruled the Sheriff's Retirement Fund fee unconstitutional on June 1st, 2021. This ordinance was just removing it from the Code.

The first read was conducted by the City Clerk.

Motion was made by Alderman Baird and seconded by Alderman Stewart to amending Chapter 125: Municipal Court Section 125.100 Court Fees. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Whitman, Stewart and Baird.

The second read was conducted by the City Clerk.

Motion was made by Alderman Whitman and seconded by Alderman Simmons to amending Chapter 125: Municipal Court Section 125.100 Court Fees. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Whitman, Stewart and Baird.

New Business.

Mr. Gray informed the Board that State Representative Bill Owens would be attending the August 9th BOA Meeting. He requested that Board members arrive early if possible, for a meet and greet.

Unfinished Business.

Mr. Gray discussed the strategic planning for Willard and gave a tentative outline for what would be discussed in the upcoming meetings. Discussion was then made on water and sewer charges.

Alderman Simmons asked Mayor Snider to address the citizens and answer their questions regarding his decision to deny Corey Hendrickson. Mayor Snider stated he would not discuss it any further, he made his decision and that was final. Alderman Baird requested just an explanation of how he came to his decision. Mayor Snider again stated he would not be commenting any further. Clarification was requested again. Mayor Snider stated he was sticking to his decision and not providing further discussion.

Discussion was made on the interview process for candidates. The Board discussed potential options for future appointments when the decision is unanimous to approve and then denied by the Mayor. Alderman Stewart argued that personal reasons and outside influence should not sway Board decisions as seems to be the case here. She stated that she was uncomfortable with the Mayor seeking outside guidance and not trusting the input of the elected Board.

Alderman Baird stated this could be discussed in closed session next meeting as maybe the Mayor did not want to discuss in open forum. Again, Mayor Snider said no, he would not be discussing it further or providing any feedback for his decision.

Alderman Baird then thanked Staff for getting the packets to them early so they had time to review.

Discussion was then made on the paint job on Miller Road.

Adjourn.

Motion was made by Alderman Simmons and seconded by Alderman Stewart to Adjourn. Motion carried with a vote of 4-0. Voting aye: Aldermen Simmons, Whitman, Stewart and Baird.

The meeting was adjourned at 7:41 p.m.

Jennifer Rowe, City Clerk

Samuel Snider, Mayor

**CITY OF WILLARD
BOARD OF ALDERMEN**



**AGENDA ITEM #3B
FINANCE DEPARTMENT**

ACTION REQUIRED: APPROVAL REQUESTED

- **Outstanding Invoices – July/August 2021**



Pending Expense Approval Report - 1

By Vendor Name

Post Dates 7/28/2021 - 8/3/2021

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount |
|---|----------------|------------|--|----------------|---------------|
| Vendor: ACE150 - AC ELECTRICAL SYSTEMS, INC. | | | | | |
| Vendor: ACE150 - AC ELECTRICAL SYSTEMS, INC. | | | | | |
| AC ELECTRICAL SYSTEMS, INC. | 211798 | 08/03/2021 | 94 LIFT STATION SOFT STARTS ADJUSTMENTS - SEWER | 20-700-55600 | 437.50 |
| Vendor ACE150 - AC ELECTRICAL SYSTEMS, INC. Total: | | | | | 437.50 |
| Vendor ACE150 - AC ELECTRICAL SYSTEMS, INC. Total: | | | | | 437.50 |
| Vendor: CFS100 - CANON FINANCIAL SERVICES, INC | | | | | |
| Vendor: CFS100 - CANON FINANCIAL SERVICES, INC | | | | | |
| CANON FINANCIAL SERVICES, | 27148726 | 08/03/2021 | CANON COPIER LEASE - ALL DEPTS | 10-100-55850 | 32.95 |
| CANON FINANCIAL SERVICES, | 27148726 | 08/03/2021 | CANON COPIER LEASE - ALL DEPTS | 10-200-55850 | 68.28 |
| CANON FINANCIAL SERVICES, | 27148726 | 08/03/2021 | CANON COPIER LEASE - ALL DEPTS | 10-250-55850 | 5.50 |
| CANON FINANCIAL SERVICES, | 27148726 | 08/03/2021 | CANON COPIER LEASE - ALL DEPTS | 10-400-55850 | 5.50 |
| CANON FINANCIAL SERVICES, | 27148726 | 08/03/2021 | CANON COPIER LEASE - ALL DEPTS | 20-600-55850 | 32.94 |
| CANON FINANCIAL SERVICES, | 27148726 | 08/03/2021 | CANON COPIER LEASE - ALL DEPTS | 20-700-55850 | 32.95 |
| CANON FINANCIAL SERVICES, | 27148726 | 08/03/2021 | CANON COPIER LEASE - ALL DEPTS | 30-800-55850 | 68.28 |
| Vendor CFS100 - CANON FINANCIAL SERVICES, INC Total: | | | | | 246.40 |
| Vendor CFS100 - CANON FINANCIAL SERVICES, INC Total: | | | | | 246.40 |
| Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES | | | | | |
| Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES | | | | | |
| COMMERCE CREDIT CARD SE | 26993275 | 08/03/2021 | COPIER LEASE - ALL DEPTS | 10-100-55850 | 32.95 |
| COMMERCE CREDIT CARD SE | 26993275 | 08/03/2021 | COPIER LEASE - ALL DEPTS | 10-200-55850 | 68.28 |
| COMMERCE CREDIT CARD SE | 26993275 | 08/03/2021 | COPIER LEASE - ALL DEPTS | 10-250-55850 | 5.50 |
| COMMERCE CREDIT CARD SE | 26993275 | 08/03/2021 | COPIER LEASE - ALL DEPTS | 10-400-55850 | 5.50 |
| COMMERCE CREDIT CARD SE | 26993275 | 08/03/2021 | COPIER LEASE - ALL DEPTS | 20-600-55850 | 32.94 |
| COMMERCE CREDIT CARD SE | 26993275 | 08/03/2021 | COPIER LEASE - ALL DEPTS | 20-700-55850 | 32.95 |
| COMMERCE CREDIT CARD SE | 26993275 | 08/03/2021 | COPIER LEASE - ALL DEPTS | 30-800-55850 | 68.28 |
| COMMERCE CREDIT CARD SE | 02706G | 08/03/2021 | DOLLAR TREE DISINFECTANT SPRAY -PKS | 30-800-50550 | 20.00 |
| COMMERCE CREDIT CARD SE | 07882G | 08/03/2021 | HARBOR FREIGHT - TIRE HUBS | 30-800-51000 | 35.96 |
| COMMERCE CREDIT CARD SE | 2450613 | 08/03/2021 | AMAZON -TONER, FILE FOLDERS & PENCELS -GEN & | 10-100-50700 | 45.99 |
| COMMERCE CREDIT CARD SE | 2450613 | 08/03/2021 | AMAZON -TONER, FILE FOLDERS & PENCELS -GEN & | 10-250-50700 | 18.45 |
| COMMERCE CREDIT CARD SE | 2129814 | 08/03/2021 | AMAZON - CORRECTION TAP - GEN, CT, P&D. W&S | 10-100-50700 | 2.99 |
| COMMERCE CREDIT CARD SE | 2129814 | 08/03/2021 | AMAZON - CORRECTION TAP - GEN, CT, P&D. W&S | 10-250-50700 | 1.00 |
| COMMERCE CREDIT CARD SE | 2129814 | 08/03/2021 | AMAZON - CORRECTION TAP - GEN, CT, P&D. W&S | 10-400-50700 | 1.00 |
| COMMERCE CREDIT CARD SE | 2129814 | 08/03/2021 | AMAZON - CORRECTION TAP - GEN, CT, P&D. W&S | 20-600-50700 | 2.50 |
| COMMERCE CREDIT CARD SE | 2129814 | 08/03/2021 | AMAZON - CORRECTION TAP - GEN, CT, P&D. W&S | 20-700-50700 | 2.50 |
| COMMERCE CREDIT CARD SE | 2969057 | 08/03/2021 | AMAZON - OFFICE SUPPLIES - LAW | 10-200-50700 | 48.85 |
| COMMERCE CREDIT CARD SE | 4624253 | 08/03/2021 | AMAZON TONER CARTRIDGES - CT | 10-250-50700 | 46.59 |

Pending Expense Approval Report - 1

Post Dates: 7/28/2021 - 8/3/2021

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount |
|---|----------------|------------|--|----------------|---------------|
| COMMERCE CREDIT CARD SE | 15576719 | 08/03/2021 | GODADDY CITYOFWILLARD.NET DOMAIN RENEWAL - GEN | 10-100-57400 | 29.16 |
| COMMERCE CREDIT CARD SE | 1907373622 | 08/03/2021 | GODADDY CITYOFWILLARD.ORG DOMAIN RENEWAL - GEN | 10-100-57400 | 30.16 |
| COMMERCE CREDIT CARD SE | 7770637 | 08/03/2021 | AMAZON - SHEET PROTECTORS - GEN, CT, W&S | 10-100-50700 | 3.20 |
| COMMERCE CREDIT CARD SE | 7770637 | 08/03/2021 | AMAZON - SHEET PROTECTORS - GEN, CT, W&S | 10-250-50700 | 6.39 |
| COMMERCE CREDIT CARD SE | 7770637 | 08/03/2021 | AMAZON - SHEET PROTECTORS - GEN, CT, W&S | 20-600-50700 | 3.20 |
| COMMERCE CREDIT CARD SE | 7770637 | 08/03/2021 | AMAZON - SHEET PROTECTORS - GEN, CT, W&S | 20-700-50700 | 3.20 |
| Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total: | | | | | 547.54 |
| Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total: | | | | | 547.54 |

Vendor: CCP100 - CONTECH ENGINEERED SOLUTIONS LLC

Vendor: CCP100 - CONTECH ENGINEERED SOLUTIONS LLC

| | | | | | |
|--|----------|------------|--------------------------------|--------------|-----------------|
| CONTECH ENGINEERED SOLU | 23112302 | 08/03/2021 | JACKSON STREET CROSSPIPE - STS | 10-300-51000 | 1,212.83 |
| Vendor CCP100 - CONTECH ENGINEERED SOLUTIONS LLC Total: | | | | | 1,212.83 |
| Vendor CCP100 - CONTECH ENGINEERED SOLUTIONS LLC Total: | | | | | 1,212.83 |

Vendor: BKM225 - DAVID BLAKEMORE

Vendor: BKM225 - DAVID BLAKEMORE

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|---|-----------|------------|---------------------------------------|--------------|--------------|
| DAVID BLAKEMORE | 965451053 | 08/03/2021 | CELL PHONE REIMBURSEMENT - STS/W/S | 10-300-61000 | 10.00 |
| DAVID BLAKEMORE | 965451053 | 08/03/2021 | CELL PHONE REIMBURSEMENT - STS/W/S | 20-600-61000 | 20.00 |
| DAVID BLAKEMORE | 965451053 | 08/03/2021 | CELL PHONE REIMBURSEMENT - STS/W/S | 20-700-61000 | 20.00 |
| Vendor BKM225 - DAVID BLAKEMORE Total: | | | | | 50.00 |
| Vendor BKM225 - DAVID BLAKEMORE Total: | | | | | 50.00 |

Vendor: ECO100 - ECONO SIGNS

Vendor: ECO100 - ECONO SIGNS

| | | | | | |
|---|-----------|------------|------------------------------------|--------------|-----------------|
| ECONO SIGNS | 10-968839 | 08/03/2021 | SIGNS AND HIGHWAY MARKERS - STS | 10-300-50130 | 1,611.42 |
| Vendor ECO100 - ECONO SIGNS Total: | | | | | 1,611.42 |
| Vendor ECO100 - ECONO SIGNS Total: | | | | | 1,611.42 |

Vendor: HSC150 - HORTON SUPPLY COMPANY

Vendor: HSC150 - HORTON SUPPLY COMPANY

| | | | | | |
|---|------------|------------|--|--------------|---------------|
| HORTON SUPPLY COMPANY | 0085321-IN | 08/03/2021 | 94 LIFT STATION DRAIN HOSE PARTS- SEWER | 20-700-52000 | 675.50 |
| Vendor HSC150 - HORTON SUPPLY COMPANY Total: | | | | | 675.50 |
| Vendor HSC150 - HORTON SUPPLY COMPANY Total: | | | | | 675.50 |

Vendor: OZA255 - OZARKS COCA COLA

Vendor: OZA255 - OZARKS COCA COLA

| | | | | | |
|--|----------|------------|-------------------|--------------|---------------|
| OZARKS COCA COLA | 26889277 | 08/03/2021 | COKE PRODUCTS-PKS | 30-800-50200 | 235.20 |
| Vendor OZA255 - OZARKS COCA COLA Total: | | | | | 235.20 |
| Vendor OZA255 - OZARKS COCA COLA Total: | | | | | 235.20 |

Vendor: DOS100 - PETTY CASH - DONA SLATER

Vendor: DOS100 - PETTY CASH - DONA SLATER

| | | | | | |
|--------------------------|----------|------------|---------------------------|--------------|-------|
| PETTY CASH - DONA SLATER | 08022021 | 08/03/2021 | PETTY CASH REM - GEN, W&S | 10-100-50130 | 2.90 |
| PETTY CASH - DONA SLATER | 08022021 | 08/03/2021 | PETTY CASH REM - GEN, W&S | 10-100-50550 | 8.00 |
| PETTY CASH - DONA SLATER | 08022021 | 08/03/2021 | PETTY CASH REM - GEN, W&S | 20-600-50750 | 5.00 |
| PETTY CASH - DONA SLATER | 08022021 | 08/03/2021 | PETTY CASH REM - GEN, W&S | 20-600-71000 | 2.91 |
| PETTY CASH - DONA SLATER | 08022021 | 08/03/2021 | PETTY CASH REM - GEN, W&S | 20-700-50750 | 16.10 |

Pending Expense Approval Report - 1

Post Dates: 7/28/2021 - 8/3/2021

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount |
|---|----------------|------------|--|----------------|---------------|
| PETTY CASH - DONA SLATER | 08022021 | 08/03/2021 | PETTY CASH REM - GEN, W&S | 20-700-71000 | 2.91 |
| Vendor DOS100 - PETTY CASH - DONA SLATER Total: | | | | | 37.82 |
| Vendor DOS100 - PETTY CASH - DONA SLATER Total: | | | | | 37.82 |
| Vendor: REN390 - RENEGADE CHEMICALS LLC | | | | | |
| Vendor: REN390 - RENEGADE CHEMICALS LLC | | | | | |
| RENEGADE CHEMICALS LLC | 32585 | 08/03/2021 | POOL CHEMICALS - PKS | 30-800-50000 | 736.00 |
| Vendor REN390 - RENEGADE CHEMICALS LLC Total: | | | | | 736.00 |
| Vendor REN390 - RENEGADE CHEMICALS LLC Total: | | | | | 736.00 |
| Vendor: SHP550 - SHANNON SHIPLEY | | | | | |
| Vendor: SHP550 - SHANNON SHIPLEY | | | | | |
| SHANNON SHIPLEY | 53684 | 08/03/2021 | UNIFORM ALLOWANCE REIMBURSEMENT - LAW | 10-200-92500 | 29.75 |
| Vendor SHP550 - SHANNON SHIPLEY Total: | | | | | 29.75 |
| Vendor SHP550 - SHANNON SHIPLEY Total: | | | | | 29.75 |
| Vendor: SPR275 - SPRINGFIELD WINWATER WORKS CO | | | | | |
| Vendor: SPR275 - SPRINGFIELD WINWATER WORKS CO | | | | | |
| SPRINGFIELD WINWATER WO | 324417 01 | 08/03/2021 | PSI GAUGE - SEWER | 20-700-51000 | 40.00 |
| SPRINGFIELD WINWATER WO | 324572 01 | 08/03/2021 | MARKING PAINT - W - S | 20-600-50130 | 14.40 |
| SPRINGFIELD WINWATER WO | 324572 01 | 08/03/2021 | MARKING PAINT - W - S | 20-700-50130 | 14.40 |
| Vendor SPR275 - SPRINGFIELD WINWATER WORKS CO Total: | | | | | 68.80 |
| Vendor SPR275 - SPRINGFIELD WINWATER WORKS CO Total: | | | | | 68.80 |
| Vendor: SQB100 - SQUIBB MEDIA, LLC | | | | | |
| Vendor: SQB100 - SQUIBB MEDIA, LLC | | | | | |
| SQUIBB MEDIA, LLC | 768 | 08/03/2021 | ATM COMMERCIAL PLAN REVIEW MTG PUBLIC NOTICE - P&D | 30-800-55200 | 32.78 |
| SQUIBB MEDIA, LLC | 773 | 08/03/2021 | ATM COMMERCIAL PLAN REVIEW MTG PUBLIC NOTICE - P&D | 10-100-55200 | 55.12 |
| Vendor SQB100 - SQUIBB MEDIA, LLC Total: | | | | | 87.90 |
| Vendor SQB100 - SQUIBB MEDIA, LLC Total: | | | | | 87.90 |
| Vendor: TRH100 - TREVOR HOFFMAN | | | | | |
| Vendor: TRH100 - TREVOR HOFFMAN | | | | | |
| TREVOR HOFFMAN | 4225877757 | 08/03/2021 | CELL PHONE REIMBURSEMENT - STS/W/S | 10-300-61000 | 10.00 |
| TREVOR HOFFMAN | 4225877757 | 08/03/2021 | CELL PHONE REIMBURSEMENT - STS/W/S | 20-600-61000 | 20.00 |
| TREVOR HOFFMAN | 4225877757 | 08/03/2021 | CELL PHONE REIMBURSEMENT - STS/W/S | 20-700-61000 | 20.00 |
| Vendor TRH100 - TREVOR HOFFMAN Total: | | | | | 50.00 |
| Vendor TRH100 - TREVOR HOFFMAN Total: | | | | | 50.00 |
| Vendor: VER100 - VERIZON WIRELESS | | | | | |
| Vendor: VER100 - VERIZON WIRELESS | | | | | |
| VERIZON WIRELESS | 9884763857 | 08/03/2021 | CELL PHONE SERVICE - GEN/LAW/P&D/W/S/PKS | 10-100-61000 | 40.48 |
| VERIZON WIRELESS | 9884763857 | 08/03/2021 | CELL PHONE SERVICE - GEN/LAW/P&D/W/S/PKS | 10-200-61000 | 241.47 |
| VERIZON WIRELESS | 9884763857 | 08/03/2021 | CELL PHONE SERVICE - GEN/LAW/P&D/W/S/PKS | 10-300-61000 | 12.68 |
| VERIZON WIRELESS | 9884763857 | 08/03/2021 | CELL PHONE SERVICE - GEN/LAW/P&D/W/S/PKS | 10-400-61000 | 51.49 |
| VERIZON WIRELESS | 9884763857 | 08/03/2021 | CELL PHONE SERVICE - GEN/LAW/P&D/W/S/PKS | 20-600-61000 | 25.35 |
| VERIZON WIRELESS | 9884763857 | 08/03/2021 | CELL PHONE SERVICE - GEN/LAW/P&D/W/S/PKS | 20-700-61000 | 25.35 |

Pending Expense Approval Report - 1

Post Dates: 7/28/2021 - 8/3/2021

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount |
|---|----------------|------------|---|----------------|-----------------|
| VERIZON WIRELESS | 9884763857 | 08/03/2021 | CELL PHONE SERVICE - GEN/LAW/P&D/W/S/PKS | 30-800-61000 | 45.48 |
| Vendor VER100 - VERIZON WIRELESS Total: | | | | | 442.30 |
| Vendor VER100 - VERIZON WIRELESS Total: | | | | | 442.30 |
| Vendor: WTV100 - WILLARD HOME CENTER LLC | | | | | |
| Vendor: WTV100 - WILLARD HOME CENTER LLC | | | | | |
| WILLARD HOME CENTER LLC | B176378 | 08/03/2021 | WEEDEATER STRING - STS | 10-300-50130 | 33.99 |
| Vendor WTV100 - WILLARD HOME CENTER LLC Total: | | | | | 33.99 |
| Vendor WTV100 - WILLARD HOME CENTER LLC Total: | | | | | 33.99 |
| Grand Total: | | | | | 6,502.95 |

Report Summary

Fund Summary

| Fund | Expense Amount |
|---------------------------|-----------------|
| 10 - GENERAL FUND | 3,778.37 |
| 20 - WATER AND SEWER FUND | 1,482.60 |
| 30 - PARKS FUND | 1,241.98 |
| Grand Total: | 6,502.95 |

Account Summary

| Account Number | Account Name | Expense Amount |
|---------------------|-----------------------|----------------|
| 10-100-50130 | SUPPLIES-GCG | 2.90 |
| 10-100-50550 | CUSTODIAL SUPPLIES-GC | 8.00 |
| 10-100-50700 | OFFICE SUPPLIES-GCG | 52.18 |
| 10-100-55200 | ADVERTISING-GCG | 55.12 |
| 10-100-55850 | EQUIPMENT RENTAL-GE | 65.90 |
| 10-100-57400 | EQUIPMENT/SOFTWARE | 59.32 |
| 10-100-61000 | TELEPHONE-GCG | 40.48 |
| 10-200-50700 | OFFICE SUPPLIES-LAW | 48.85 |
| 10-200-55850 | EQUIPMENT RENTAL-LA | 136.56 |
| 10-200-61000 | TELEPHONE-LAW | 241.47 |
| 10-200-92500 | UNIFORMS-LAW | 29.75 |
| 10-250-50700 | OFFICE SUPPLIES-COURT | 72.43 |
| 10-250-55850 | EQUIPMENT RENTAL-CO | 11.00 |
| 10-300-50130 | SUPPLIES-STREETS | 1,645.41 |
| 10-300-51000 | REPAIRS AND MAINTEN | 1,212.83 |
| 10-300-61000 | TELEPHONE-STREETS | 32.68 |
| 10-400-50700 | OFFICE SUPPLIES-P&D | 1.00 |
| 10-400-55850 | EQUIPMENT RENTAL-P& | 11.00 |
| 10-400-61000 | TELEPHONE-P&D | 51.49 |
| 20-600-50130 | SUPPLIES-WATER | 14.40 |
| 20-600-50700 | OFFICE SUPPLIES-WATER | 5.70 |
| 20-600-50750 | POSTAGE-WATER | 5.00 |
| 20-600-55850 | EQUIPMENT RENTAL-WA | 65.88 |
| 20-600-61000 | TELEPHONE WATER | 65.35 |
| 20-600-71000 | VEHICLE REPAIR & MAIN | 2.91 |
| 20-700-50130 | SUPPLIES-SEWER | 14.40 |
| 20-700-50700 | OFFICE SUPPLIES-SEWER | 5.70 |
| 20-700-50750 | POSTAGE-SEWER | 16.10 |
| 20-700-51000 | REPAIRS AND MAINTEN | 40.00 |
| 20-700-52000 | SUPPLIES SMALL EQUIP | 675.50 |
| 20-700-55600 | CONTRACT LABOR-SEWE | 437.50 |
| 20-700-55850 | EQUIPMENT RENTAL-SE | 65.90 |
| 20-700-61000 | TELEPHONE-SEWER | 65.35 |
| 20-700-71000 | VEHICLE REPAIR & MAIN | 2.91 |
| 30-800-50000 | CHEMICALS-PKS | 736.00 |
| 30-800-50200 | CONCESSIONS-PKS | 235.20 |
| 30-800-50550 | CUSTODIAL SUPPLIES-PK | 20.00 |
| 30-800-51000 | REPAIRS AND MAINTEN | 35.96 |
| 30-800-55200 | ADVERTISING-PKS | 32.78 |
| 30-800-55850 | EQUIPMENT RENTAL-PK | 136.56 |
| 30-800-61000 | TELEPHONE-PKS | 45.48 |
| Grand Total: | 6,502.95 | |

Project Account Summary

| Project Account Key | Expense Amount |
|---------------------|-----------------|
| **None** | 6,502.95 |
| Grand Total: | 6,502.95 |

Public Works Report

July 2021

Water

- The water department spent the month on routine operations including collecting water samples, monthly meter reading, daily monitoring of our four wells and maintenance on our chlorine monitoring systems.
- We completed 112 utility locates for the month.
- We completed 100 Work orders for the month.
- We fixed a water leak in the field north east of the B basin.
- We fixed a water leak at 6153 Alan.
- We fixed a water leak at 6177 Alan.
- We fixed a major leak on Farm Road 124.
- We met with the engineers and took temp and PH samples at all the wells to see about switching to liquid chlorine.
- We supervised the lowering of the water main behind CMH.
- We had a preliminary water loss meeting with the engineers.
- Cunningham replaced the screens on the overflow pipes at 2 of our water towers. They also replaced hatch seals.
- We had all of the Pressure Reduction Valves (PRV) inspected, along with some basic maintenance training on its components.
- We mapped all of the Meadows water meter locations on ARC GIS, with the exception of the two subdivisions (Meadows & Villa Park).

Sewer

- We had another force main break on the 14" to Springfield at the 'Y' connection that was put in for future expansion. We removed the 'Y' completely and made it a straight run. The pipe was removed and stored at the lagoons for future inspection.
- All parts that were used in the repairs have been replaced in stock for future breaks.
- We have identified and measured 25 manholes that will be fitted for pans. They are now on order and we are waiting to receive them.
- We switched out a malfunctioning flowmeter sensor across from Regional. It is now functioning fine.
- We cleaned and serviced all flow monitor sensors throughout the system.

- We dug up the valve at D and had a service tech from Kansas City come down and help replace the insides of the plug valve. We believe at this point that the valve is functioning normally and any obstruction is gone.
- We serviced all the force main air relief valves and completed any maintenance they needed.
- We replaced #4 air relief valve with a new one and have another larger size one on order.
- Camp Character was installing their water and electric services at the lagoon, they hit the force main for the irrigation field twice, which had to be repaired; It is now mapped.

Streets

- We continue to patch various potholes around the city.
- We continue mowing and weed eating all the wells, liftstations, sidewalks, rite-of-ways and parts of the roundabouts.
- We dug up and removed the bad cross pipe on Jackson and replaced with brand new one. We packed it with rock and let traffic settle it for 2 weeks to ensure proper compaction for patching. We then dug out the top layer of rock and poured concrete to ensure a smooth surface.
- We made several more sidewalk cuts throughout the city to replace some compromised areas of sidewalk.
- We put up yield signs at Howard and Knight St.
- We had our walk-through of Miller Road Construction Project.

Equipment Usage and Repairs

July 2021

| Equip # | Description | Prior Month Miles/Hours | Current Month Miles/Hours | Monthly Usage | Service and Repairs | YTD Repair Cost |
|---------|----------------------------------|----------------------------|------------------------------|------------------|------------------------|--------------------|
| 1 | 2013 Ford F-150 | 91,825 | 92,624 | 799 | \$0.00 | \$0.00 |
| 2 | 2004 Chevy 1 Ton Dump | 155,914 | 156,933 | 1,019 | \$7.42 | \$266.37 |
| 3 | 2003 Chevy 1 Ton Utility - Sewer | 183,642 | 184,282 | 640 | \$0.00 | \$361.29 |
| 4 | 1998 Dodge 1/2 Ton FB | 128,281 | 128,281 | - | \$0.00 | \$0.00 |
| 5 | 2001 Chevy 1500 | 117,787 | 118,854 | 1,067 | \$0.00 | \$184.76 |
| 6 | 2000 Chevy 3/4 Ton FB | 117,984 | 153,782 | 35,798 | \$0.00 | \$0.00 |
| 7 | 1993 Ford 1 Ton Utility - Water | 157,322 | 157,322 | - | \$0.00 | \$0.00 |
| 8 | 2005 International 3200 Dump | 21,569 | 21,569 | - | \$0.00 | \$0.00 |
| 9 | 2017 Chevy Silverado | 43,639 | 44,910 | 1,271 | \$0.00 | \$0.00 |
| 10 | Water Van | 384 | 384 | - | \$0.00 | \$0.00 |
| 11 | 1998 Chevy S-10 | 157,259 | 157,259 | - | \$0.00 | \$0.00 |
| 12 | Case Backhoe | 3,729 | 3,762 | 33 | \$0.00 | \$418.04 |
| 13 | 60XT Case Skid Steer | 1,568 | 1,568 | - | \$0.00 | \$0.00 |
| 14 | JD Tractor | 3,404 | 3,468 | 64 | \$0.00 | \$0.00 |
| 15 | Kubota RTV 1100 | 957 | 957 | - | \$0.00 | \$0.00 |
| | | | | | \$7.42 | \$1,230.46 |

| Description of Repair/Service | |
|-------------------------------|----------------------|
| PD#1 | 2013 Dodge Charger |
| PD#2 | 2013 Dodge Charger |
| PD#3 | 2013 Dodge Charger |
| PD#4 | 2017 Ford Explorer |
| PD#5 | 2019 Dodge Charger |
| PD#6 | 2013 Dodge Charger |
| PD#7 | 2017 Ford Explorer |
| PD#8 | 2008 Harley Davidson |
| | |

Monthly Water Loss 2021

Current Month

| Month | January | February | March | April | May | June | July | Annual Average | Annual |
|--------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|----------------|--------------|
| Amount of Gallons Pumped | 29,620,700 | 30,270,900 | 26,945,200 | 29,161,800 | 28,774,500 | 31,403,900 | 33,031,800 | 34,868,133 | 209,208,800 |
| Dollar Amount Sold | \$80,766.74 | \$79,594.44 | \$78,603.44 | \$75,228.70 | \$76,307.99 | \$83,080.59 | \$89,553.28 | \$93,855.86 | \$563,135.18 |
| Gallons of Water Sold | 16,780,000 | 16,153,000 | 15,705,000 | 14,463,000 | 14,806,000 | 17,581,000 | 20,097,000 | 19,264,167 | 115,585,000 |
| Flushing | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Leaks/Adjustments | 30,000 | 175,000 | 30,000 | 210,000 | 125,000 | 5,000 | 141,000 | 119,333 | 716,000 |
| City Usage (not billed) | 108,000 | 15,000 | 15,000 | 14,000 | 339,000 | 149,000 | 112,000 | 125,333 | 752,000 |
| Fire Dept | 12,000 | 16,000 | 16,000 | 12,000 | 10,000 | 13,000 | 10,000 | 14,833 | 89,000 |
| Tower Overflows | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Residuals | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 | 52,500 | 315,000 |
| Total Gallons Accounted For | 16,855,000 | 16,373,000 | 15,780,000 | 14,718,000 | 14,976,000 | 17,631,000 | 20,283,000 | 19,436,000 | 116,616,000 |
| % Water Loss | 43.10% | 45.91% | 41.44% | 49.53% | 47.95% | 43.86% | 38.60% | 44.26% | 44.26% |
| Amount of Water Lost | 12,765,700 | 13,897,900 | 11,165,200 | 14,443,800 | 13,798,500 | 13,772,900 | 12,748,800 | 15,432,133 | 92,592,800 |
| Willard North #1 | 3,333,200 | 2,523,100 | 3,225,500 | 3,174,100 | 3,779,500 | 3,506,600 | 3,821,300 | 3,893,883 | 23,363,300 |
| Willard South #2 | 4,439,900 | 4,602,600 | 4,057,400 | 4,450,700 | 4,088,900 | 5,091,200 | 5,761,200 | 5,415,317 | 32,491,900 |
| Meadows West #1 | 12,055,600 | 12,809,200 | 10,952,300 | 10,296,000 | 10,781,100 | 12,309,100 | 12,881,300 | 13,680,767 | 82,084,600 |
| Meadows East #2 | 10,292,000 | 10,836,000 | 9,210,000 | 11,741,000 | 10,625,000 | 10,997,000 | 11,068,000 | 12,461,500 | 74,769,900 |
| Correction per MRWA Willard Well 1&2 | -500,000 | -500,000 | -500,000 | -500,000 | -500,000 | -500,000 | -500,000 | -583,333 | -3,500,000 |
| Total Water Pumped | 29,620,700 | 30,270,900 | 26,945,200 | 29,161,800 | 28,774,500 | 31,403,900 | 33,031,800 | 34,868,133 | 209,208,800 |

Customer Count

| | | | | | | | | | |
|--------------------------------|------|------|------|------|------|------|------|-------|-------|
| City Commercial Irrigation | 14 | 14 | 14 | 14 | 14 | 14 | 14 | 14 | 16 |
| City Commercial 1 SPF | 129 | 129 | 131 | 131 | 131 | 134 | 133 | 153 | 193 |
| City Commercial 3 Water only | 20 | 21 | 21 | 21 | 20 | 20 | 20 | 24 | |
| City Residential Irrigation | 3 | 3 | 3 | 4 | 4 | 4 | 4 | 4 | |
| City Residential 1 SPF | 2008 | 2014 | 2021 | 2013 | 2018 | 2034 | 2025 | 2,356 | |
| City Residential 3 Water Only | 72 | 72 | 75 | 72 | 72 | 72 | 72 | 85 | 2,444 |
| Rural Irrigation | 4 | 5 | 4 | 4 | 4 | 4 | 4 | 5 | |
| Rural Residential 1 SPF | 7 | 8 | 8 | 8 | 8 | 8 | 9 | 9 | |
| Rural Residential 2 Lagoon | 276 | 274 | 275 | 275 | 275 | 275 | 276 | 321 | |
| Rural Residential 3 Water Only | 872 | 873 | 878 | 875 | 879 | 879 | 878 | 1,022 | 1,358 |
| Rural Commercial 2 Lagoon | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 4 | |
| Rural Commercial 3 Water only | 13 | 13 | 13 | 13 | 14 | 14 | 14 | 16 | |
| Zero-Non Billed | 9 | 9 | 9 | 9 | 9 | 9 | 9 | 11 | 30 |
| Number of Total Customers | 3430 | 3438 | 3455 | 3442 | 3451 | 3470 | 3461 | 4025 | 4025 |

Service Consumption

| | | | | | | | | | |
|--------------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| City Commercial Irrigation | 19,000 | 11,000 | 18,000 | 91,000 | 174,000 | 373,000 | 1,006,000 | 282,000 | |
| City Commercial 1 SPF | 2,724,000 | 2,153,000 | 1,617,000 | 1,386,000 | 1,335,000 | 1,502,000 | 1,805,000 | 2,087,000 | |
| City Commercial 3 Water only | 49,000 | 180,000 | 213,000 | 187,000 | 107,000 | 67,000 | 73,000 | 146,000 | 2,515,000 |
| City Residential Irrigation | 1,000 | 1,000 | - | 1,000 | 1,000 | 18,000 | 19,000 | 6,833 | |
| City Residential 1 SPF | 8,001,000 | 7,917,000 | 7,773,000 | 7,606,000 | 7,266,000 | 9,160,000 | 9,539,000 | 9,535,333 | |
| City Residential 3 Water Only | 383,000 | 363,000 | 366,000 | 329,000 | 334,000 | 399,000 | 512,000 | 447,667 | 9,989,833 |
| Rural Irrigation | | | | | | | | | |
| Rural Residential 1 SPF | 52,000 | 57,000 | 32,000 | 38,000 | 43,000 | 51,000 | 63,000 | 56,000 | |
| Rural Residential 2 Lagoon | 1,080,000 | 1,097,000 | 969,000 | 977,000 | 1,114,000 | 1,178,000 | 1,222,000 | 1,272,833 | |
| Rural Residential 3 Water Only | 4,245,000 | 4,230,000 | 4,602,000 | 3,643,000 | 4,285,000 | 4,531,000 | 5,547,000 | 5,180,500 | 6,513,333 |
| Rural Commercial 2 Lagoon | 16,000 | 17,000 | 14,000 | 16,000 | 16,000 | 16,000 | 14,000 | 18,167 | |
| Rural Commercial 3 Water only | 90,000 | 96,000 | 120,000 | 161,000 | 109,000 | 122,000 | 156,000 | 142,333 | 160,500 |
| Zero-Non Billed | 120,000 | 31,000 | 31,000 | 28,000 | 19,000 | 162,000 | 122,000 | 85,500 | 85,500 |
| Total Gallons of Consumption | 16,780,000 | 16,153,000 | 15,705,000 | 14,463,000 | 14,806,000 | 17,581,000 | 20,097,000 | 19,264,167 | 19,264,167 |

Parks & Recreation – Director’s Report – August 2021

Quote of the Month

“August, the summer’s last messenger of misery, is a hollow actor.” – Henry Rollins

Budget

The budget is a mixed bag of wins and losses by this point. We recognize that we will not be able to meet our revenue goal for youth camp, falling well short of our projection. I attribute this largely to expanded summer school opportunities with breakfast and lunch included and lower enrollment numbers post summer school due to a reduction in capacity to safeguard against COVID. On the plus side, our single largest expense of seasonal salaries has been drastically reduced. I do not expect either trend to hold beyond 2021, as we adjust to increase enrollment as well as the cost of minimum wage increases. Another plus: the pool looks poised to exceed our projections for revenue.

Event/Program Planning & Recap

Camp is winding down, with the last day being August 19th. Baseball games have ended after a late start and several rain outs. Soccer and volleyball registration is underway. The triathlon makes a return to Willard on August 28th, currently there are 34 registrations. Upcoming events include a potential fall sunflower festival, Trunk or Treat, and Veterans Day.

Maintenance

We have had a power failure in the wellhouse at soccer, currently repairs are being undertaken. Repair bids are being obtained for both the leaking roof at the community building as well as the broken HVAC unit. Bids are in for the resealing of the parking lot at the pool. Staff numbers in the maintenance department will be reduced soon as school starts and our seasonal help works less.

New Playground Project

The playground committee has met multiple times in the past month to move the project forward. We are having a meeting with the project manager of the Carl Junction playground for some insight on the process they undertook to build a playground similar in design and scope to the playground we are hoping to build.

Staffing

Recreation side:

The pool is fully staffed. We have recently had some attrition, and poor leadership decisions are to blame. We (I) was not judicious enough in the hiring process and we hired guards that brought down team morale and standards of professionalism. I believe we have corrected this, and I don’t believe this mistake will be repeated. Camp staff is full. I am in the process of auditing job descriptions to streamline and equalize work across the department, combining like with like and building more thematic positions. I anticipate posting to hire for a full-time replacement soon.

Operations side:

Grounds is staffed, but maintenance is overall playing catch-up with the temporary absence of our Maintenance Supervisor. At the end of the month, we will be working with a crew of two in the grounds side, with another in custodial. I believe we need to look at bringing on another full-time laborer to keep up with projects through the winter.



Willard Police Department
July 2021 - Monthly Statistical Report



| Administration | Officer – DSN | Case #'s |
|------------------------|---------------|----------|
| Tom McClain, Chief | 1601-001 | 3 |
| Shannon Shipley, Major | 1602-003 | 6 |
| | Total | 9 |

| Squad #1 | 1604-044 | Billie Deckard, Cpl. | 26 | Squad #2 | 1603-027 | Steve Purdy, Sgt. | 31 |
|----------|--------------|----------------------|-----------|----------|--------------|--------------------------|------------|
| | 1607-050 | Caleb Steen, Officer | 44 | | 1609-051 | Wayne Hansen, Officer | 30 |
| | 1605-056 | Mark Cole, Officer | 27 | | 1608-054 | Stefan Collette, Officer | 40 |
| | | | | | 1606-053 | Meagan Collins, Officer | 58 |
| | Total | | 97 | | Total | | 159 |

| Reserves | Officer | Officer Names | Case #'s | Hours |
|---|--------------|------------------------|------------|-------|
| | 1631-045 | Cindy Garton, SRO | | |
| | 1630-024 | Andrew Benjamin, SRO | | |
| | 1641-014 | Brian Gordon, Reserve | | 4.25 |
| | 1642-015 | JD Landon, Reserve | | 10.75 |
| | 1645-047 | Glenn Cozzens, Reserve | | |
| | 1646-031 | Andrew Hunt, Reserve | | |
| | 1643-048 | Tim Wheeler, Reserve | | |
| | 1647-049 | Brandon Bond, Reserve | | 5.75 |
| | Total | | | |
| Total Incidents for the month... | | | 265 | |

Incident Statistics

| | | | |
|------------------|-----|------------------------------|-----|
| Felony | 11 | HBO (Handled by Officers) | 108 |
| Misdemeanor | 3 | Use of Force | 0 |
| Infraction | 98 | Dog at Large | 4 |
| Other (Services) | 154 | Neglect- 0/Abuse- 0/ Bites-3 | |

Vehicle Maintenance

| Vehicle | Odometer Reading | Monthly Mileage | Shifts Used | Miles per Shift | Monthly Maintenance | Year to Date Maintenance |
|------------------------|------------------|-----------------|-------------|-----------------|---------------------|--------------------------|
| WPD-01 2021 Ford F-150 | 2,458 | 689 | 12 | 57 | | 0 |
| WPD-01 2013 Charger | 117,417 | 435 | 9 | 48 | | 0 |
| WPD-03 2013 Charger | 151,724 | 580 | 14 | 41 | | 0 |
| WPD-04 2018 Explorer | 79,697 | 1,001 | 13 | 77 | 103.53 | 405.53 |
| WPD-05 2019 Charger | 57,270 | 1,346 | 11 | 122 | | 654.78 |
| WPD-06 2020 Charger | 49,237 | 4,189 | 30 | 140 | 608.60 | 1,382.11 |
| WPD-07 2017 Explorer | 17,847 | 168 | 9 | 19 | | 35.00 |
| WPD-08 MC Harley | 5,760 | 0 | 0 | 0 | | 0 |

Vehicle Maintenance Details

| | |
|-----------------|---------------|
| WPD-01: | WPD-05: |
| WPD-03: | WPD-06: tires |
| WPD-04: battery | WPD-07: |

Misc. Dept. Info:

Planning and Development Report
August 9, 2021

Ongoing Projects/ Developments

ATM Commercial Subdivision Phase 3- Staff has received the Preliminary Development Plan packet. Staff has sent the information to Algier Martin to review. Staff sent the amended CCRS to Mr. Reynolds for review. Staff has received comments back from Algiers – and has returned comments back to the developer. Staff is monitoring fill being placed in the floodplain – staff has ask for the developer to submit a grading plan and excavation permit application- Staff has ask the developer for a copy of the land disturbance permit. The Preliminary Development Plat and Plan will be going to the August Planning and Zoning meeting.

Canterbury Place Subdivision- Staff currently has eleven (11) building permits open. Staff has completed two (2) final inspections for the developer. Inside work continues on most. All of the homes but three are under roof, one – the foundation is in and framing has started, the other two are just being started.

West Ridge- The developer has paid the invoiced fees, Staff has recorded the documents (final plat) for the subdivision. Staff has received all 20 building permit applications from Turner Construction, and we are currently reviewing and processing those.

Miller Rd. Project- A final walk-thru occurred with the engineer and contractor MO DOT and staff on 7-28-21. Several items were discussed including the stripping. Staff is waiting on the engineer to provide the official punch list and the contractor to finish the job.

CMH- Staff has witnessed and approved the waterline extension hydrostatic test. Inside work on the building is ongoing. The contractor for Freedom Bank is hauling fill off-site. Emery Sapp is grading around the building. The project is approximately 70% complete at this time – still looking at late December for completion.

Stone Creek Phase 2 and 3- Staff is currently awaiting construction plans from the developer. Staff has been in touch with the engineer and some progress is being made on the plans.

Hoffman Hills Subdivision- Staff is currently awaiting construction plans from the developer. Staff has been in contact with the developer's engineer, and they are working on them. Staff anticipates a full set of plans being submitted by the first of October.

Commercial Infill/Remodel Projects – Hive Restaurant -starting renovation, Cornelison State Farm Insurance- plans have been approved. Hog Tide BBQ should be opening soon.

Additional ongoing projects – Plan reviews, issuing Building permits, Building Inspections, Nuisance Complaints, water policy review and water loss, and water fee structure review,

Planning and Development:

15 permits were issued in July totaling \$6,443.30 in permit fees collected and has an estimated construction cost of \$983,291. Estimated value of work done year to date is \$5,868,910.89, with total permit fees collected at \$50,108.65

Prepared fat, oil and grease invoices and permits.

Assisted business owners with pre-treatment surveys that are still missing.

Forwarded new construction and remodel permits to Greene County Assessor's Office.

Finalized the request for CMH Hospital as 502 S Miller Rd.

Fulfilled the sunshine request by BuildZoom

Mapping:

Received the digital copies of ATM Commercial Ph 3 Preliminary plans

Searched through old plans to find as-builts for a portion of the water system, and Strawberry Hills

Received updated aerial photo for ArcGIS.

Received camera footage of sewer line inspections.

Prosecuting Clerk:

365 Open cases without dispositions (294 have active warrants)

231 Open cases with dispositions, are pending payments (184 have active warrants)

63 Probation cases (10 have a class or community service hours to complete)

10 Deferred cases (all have completed class or community service that was required)

1 Discoveries, and 2 plea offers were sent to defense attorneys

There was 1 trial scheduled in July.

There is 1 trial scheduled for August.

Created a new violations bureau poster since the Sherriff's fee was removed.

Assisted Marionville PA Clerk with setting up their PA Portal.

Reformatted the shortened charge code list for the officers.

-Abigail Brixey

CITY CLERK: (Informational only) JULY 2021

~Issued 9 Business Licenses.

~Assisted other departments with grant paperwork and research.

~Completed all Agendas, packets, Proclamations, Resolutions, Ordinances and typed Minutes for BOA, BOADJ, P&Z, ECDF, Traffic Committee and Tree Board.

~Updated website with new information.

~Maintained updated "streetlight outage" list and ensured Liberty was notified.

~Handled citizen complaints and directed to the appropriate department heads.

~Ensured public notices were completed and sent to the paper.

~Completed Sunshine requests as received.

~ Assisted in alerting citizens, police and fire of road closures and water disruption.

~Completed yearly schedule for Clerk's meetings, including setting up vendors and locations.

EMERGENCY MANAGEMENT: (Informational only) JULY 2021

~Monitoring Covid-19 and continuing weekly updates with Greene County.

~Monitored weather during severe storms.

~Completed and Submitted EMPG Supplemental ARPA Grant.

COVID-19:

Staff is continuing to maintain precautions to prevent the spread of Covid-19 within the office. With the current outbreak, Staff have begun wearing masks again when they cannot maintain 6 feet distance.

MUNICIPAL DIVISION SUMMARY REPORTING FORM

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

| | | | | |
|---|-----|---|--|--------------------------|
| <u>I. COURT INFORMATION</u> | | Municipality: WILLARD | Reporting Period: Jul 1, 2021 - Jul 30, 2021 | |
| Mailing Address: 224 W JACKSON ST, WILLARD, MO 65781 | | | | |
| Physical Address: 224 W JACKSON ST, WILLARD, MO 65781 | | | County: Greene County | Circuit: 31 |
| Telephone Number: | | Fax Number: | | |
| Prepared by: TERRY FORSHEE | | E-mail Address: | | |
| Municipal Judge: | | | | |
| | | | | |
| <u>II. MONTHLY CASELOAD INFORMATION</u> | | Alcohol & Drug Related Traffic | Other Traffic | Non-Traffic Ordinance |
| A. Cases (citations/informations) pending at start of month | | 18 | 294 | 105 |
| B. Cases (citations/informations) filed | | 1 | 14 | 2 |
| C. Cases (citations/informations) disposed | | | | |
| 1. jury trial (Springfield, Jefferson County, and St. Louis County only) | | 0 | 0 | 0 |
| 2. court/bench trial - GUILTY | | 0 | 0 | 1 |
| 3. court/bench trial - NOT GUILTY | | 0 | 0 | 0 |
| 4. plea of GUILTY in court | | 0 | 13 | 5 |
| 5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs) | | 2 | 6 | 0 |
| 6. dismissed by court | | 0 | 0 | 0 |
| 7. <i>nolle prosequi</i> | | 0 | 1 | 0 |
| 8. certified for jury trial (not heard in Municipal Division) | | 0 | 0 | 0 |
| 9. TOTAL CASE DISPOSITIONS | | 2 | 20 | 6 |
| D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9] | | 17 | 288 | 101 |
| E. Trial de Novo and/or appeal applications filed | | 0 | 0 | 0 |
| <u>III. WARRANT INFORMATION (pre- & post-disposition)</u> | | <u>IV. PARKING TICKETS</u> | | |
| 1. # Issued during reporting period | 6 | 1. # Issued during period | 0 | |
| 2. # Served/withdrawn during reporting period | 19 | <input type="checkbox"/> Court staff does not process parking tickets | | |
| 3. # Outstanding at end of reporting period | 522 | | | |

MUNICIPAL DIVISION SUMMARY REPORTING FORM

| | | |
|--------------------------|-----------------------|--|
| COURT INFORMATION | Municipality: WILLARD | Reporting Period: Jul 1, 2021 - Jul 30, 2021 |
|--------------------------|-----------------------|--|

| <u>V. DISBURSEMENTS</u> | | | |
|---|-------------------|--|----------|
| Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation) | | Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs, witness fees, and board bill/jail costs. | |
| Fines - Excess Revenue | \$3,483.50 | Court Automation | \$428.52 |
| Clerk Fee - Excess Revenue | \$392.00 | Due To Debt Collection | \$483.50 |
| Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue | \$13.19 | Judicial Facility Srchg CT31 | \$630.50 |
| | | Law Enf Arrest-Local | \$308.70 |
| Bond forfeitures (paid to city) - Excess Revenue | \$0.00 | Overpayments Detail Code | \$19.00 |
| Total Excess Revenue | \$3,888.69 | Postage | \$50.50 |
| Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation) | | Total Other Disbursements | |
| | | \$1,920.72 | |
| Fines - Other | | Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited | |
| | | \$9,636.70 | |
| Clerk Fee - Other | \$2,721.50 | Bond Refunds | |
| Judicial Education Fund (JEF) <input type="checkbox"/> Court does not retain funds for JEF | \$281.40 | \$193.08 | |
| Peace Officer Standards and Training (POST) Commission surcharge | \$61.22 | Total Disbursements | |
| Crime Victims Compensation (CVC) Fund surcharge - Paid to State | \$61.22 | \$9,829.78 | |
| Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other | \$436.49 | | |
| Law Enforcement Training (LET) Fund surcharge | \$9.46 | | |
| Domestic Violence Shelter surcharge | \$130.00 | | |
| Inmate Prisoner Detainee Security Fund surcharge | \$0.00 | | |
| Sheriffs' Retirement Fund (SRF) surcharge | \$0.00 | | |
| Restitution | \$126.00 | | |
| Parking ticket revenue (including penalties) | \$0.00 | | |
| Bond forfeitures (paid to city) - Other | \$0.00 | | |
| Total Other Revenue | \$3,827.29 | | |

CITY OF WILLARD, MISSOURI

224 W. Jackson Street P.O. Box 187 Willard, MO 65781 417-742-3033 417-742-3080 Fax



Agenda Item# X 6

**Discussion/Vote to appoint Robinne Morgan to the
Park Board.**

APPLICATION FOR APPOINTMENT TO BOARD

NAME: (Please Print) Robinne Lyn Morgan DATE OF APPLICATION: 6.30.21

ADDRESS: 941 Megal Lane Apt B Willard MO 65781 Mailing Address P.O. Box 359

PHONE NUMBER: 417-315-3466

Do you live within the city limits of Willard? YES NO

If YES, how long have you been a resident of Willard? 3 years total

Please choose the areas of most interest:

Planning & Zoning Park Advisory Board Economic Development Task Force

Tree Board

Have you served in this capacity before? YES NO

If YES, please explain:

Please describe why you would like to serve:

I would like to assist in creating events and activities to bring the community and families together.

Please describe any education or experience that would assist you in serving:

I have a Master's Degree in Education with emphasis in Special Education and Applied Behavior Analysis.

I certify that the above information is correct. I understand that appointments are recommended by the Mayor to the Board of Aldermen for approval and that I may be asked to provide additional information.

Signature: Robinne Lyn Morgan

Date: 6.30.21

Thank you for your interest and desire to serve your community!

Return this completed application to the City Clerk by mail at: PO Box 187, Willard, MO 65781

By fax at: (417) 742-3080 or drop off at Willard City Hall, 224 W. Jackson St.

Article III. MEMBERSHIP

- Section 1 The membership of the Board shall be seven members appointed by the Mayor, with the approval of the Board of Aldermen. Board members shall hold office for three years or until their successor is appointed.
- Section 2 Five (5) members to be chosen from the citizens of the city at large with reference to their fitness for such position, up to two (2) members may be chosen from outside the city limits but within five (5) miles and not in any other city.
- Section 3 No member of the Park and Recreation Advisory Board shall be a member of the municipal government. Board members shall serve without salary or compensation, but shall be entitled to documented expenses for mileage, per diem and expenses.
- Section 4 Vacancies occasioned by removal, resignation or otherwise, shall be reported to the Board of Aldermen, and shall be filled in like manner as original appointments, for the unexpired term of said member.

CITY OF WILLARD, MISSOURI

224 W. Jackson Street P.O. Box 187 Willard, MO 65781 417-742-3033 417-742-3080 Fax



Agenda Item# **7**

Presentation of the Pavement Preservation Master Plan.

City of Willard

Preventive Pavement Maintenance Plan



Prepared For:

City of Willard,
Missouri

Prepared By:



July 2021

Table of Contents

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| Framework and Strategy – Program Development | 6 |
| Preferred Pavement Treatment Types | 9 |
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Introduction

Road pavements gradually deteriorate due to weather and daily traffic loads. Once the condition of a pavement deteriorates beyond a certain point, reconstruction is the only means of repair. Before the pavement reaches that point, relatively inexpensive preventive maintenance techniques can cut short the cycle of deterioration, improve the pavement condition, and postpone the need for expensive reconstruction.

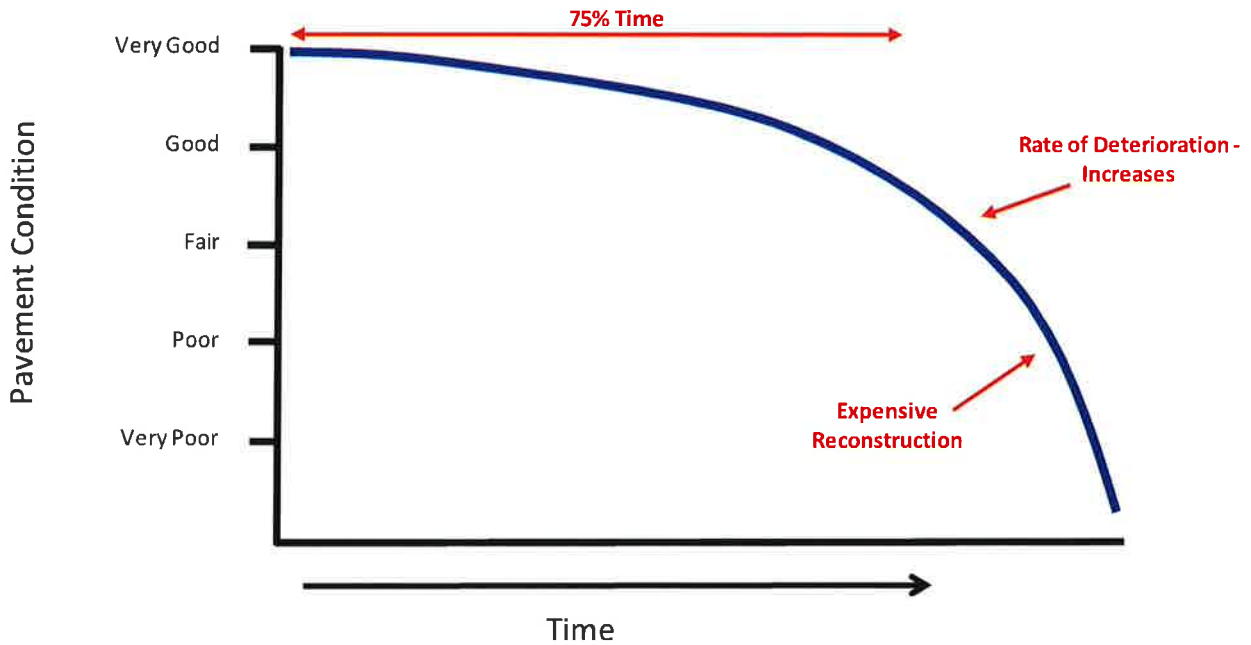


The goal of this Preventive Pavement Maintenance Program (PPMP) is to become pro-active with regard to pavement repairs, which will stop potholes before they start – thereby reducing regular maintenance costs – and stretch reconstruction dollars by extending the life of the pavement that has not yet deteriorated too severely. Ultimately, the program will not only improve the streets in City of Willard, but help make better use of City funds as well.

Preventive Pavement Maintenance Program

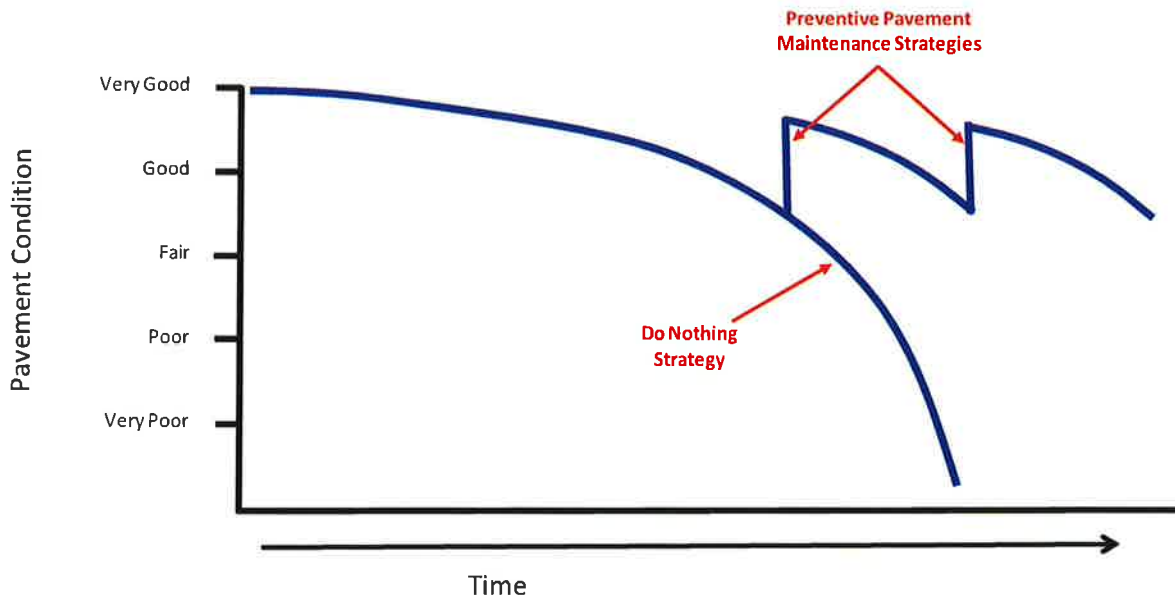
The figure below represents a pavement performance curve in terms of rehabilitation costs. You can see that rehabilitation costs increase by over 4 times if rehabilitation is deferred only 12% of a pavement’s design life. For typical pavements, 12% amounts to only about 2 years. In view of this fact, deferred rehabilitation is very expensive. Good pavement maintenance management dictates that rehabilitation occur at a time so as to derive the greatest benefit (or extension of serviceability) possible. The problem becomes very complex since each different pavement structure has a different performance curve and on similar structures with similar curves different pavements will be at a different point in their service lives.

An important point can be concluded here. Unless a jurisdiction has all the money for rehabilitation, it is almost certainly a mistake to program rehabilitation on a “worst-first” basis. Maximum benefit cannot be derived from the limited public funds available if an agency binds itself to a “worst-first” programming philosophy.



Our proposed Preventive Pavement Maintenance Program establishes a guideline to preserve the structural integrity and extend the service life of the City’s street network.

A preventive maintenance program is a systematic approach to using a series of preventive maintenance treatments over time. One treatment will improve the quality of the pavement surface and extend the pavement life, but the true benefits of pavement maintenance are realized when there is a consistent schedule for performing the preventive maintenance. The graphic below illustrates this process:



As a result, the performance of pavements depend upon the type, time of application, and quality of the maintenance it receives. Pavement maintenance can be classified into three types of pavement maintenance operations:

- **Routine maintenance** is the day-to-day maintenance activities that are scheduled or whose timing is within the control of our street maintenance personnel. Examples of routine maintenance include filling cracks in pavement as necessary, street sweeping, trash collection, and re-painting faded pavement markings.
- **Reactive Maintenance** are activities that must be done in response to events beyond the control of the City's Street Department. Some events require response as soon as possible to avoid serious consequences because a present or imminent danger exists. Reactive maintenance cannot be scheduled because they occur without warning and often must be immediately addressed. Examples of reactive maintenance activities include pothole patching, removing and patching pavement blowups.

- **Preventive Maintenance** is the planned strategy of cost-effective treatments to an existing roadway system that preserves the system, retards future deterioration and maintains or improves the functional condition of the system without significantly increasing structural capacity. In essence, preventive maintenance activities protect the pavement and decrease the rate of deterioration. Preventive maintenance should be performed on pavements that have oxidized (i.e. surface skin of oil has worn off), but not when significant cracking and joint separation is exhibited.



All types of maintenance are needed in a comprehensive pavement maintenance program. However, emphasizing preventive maintenance may prevent a pavement from requiring reactive maintenance. Although all three types of maintenance are important, we have created this PPMP to cost-effectively prolong the pavement service life of Willard City streets.

In Summary:

Delays in preventive maintenance increase the quantity of pavement defects and their severity so that, when corrected, the cost is much greater. The purpose of our PPMP is to protect the pavement structure, slow the rate of pavement deterioration and correct pavement surface deficiencies. As an aid to assess the effectiveness of the PPMP, a yearly review should be conducted on all City owned and maintained streets.

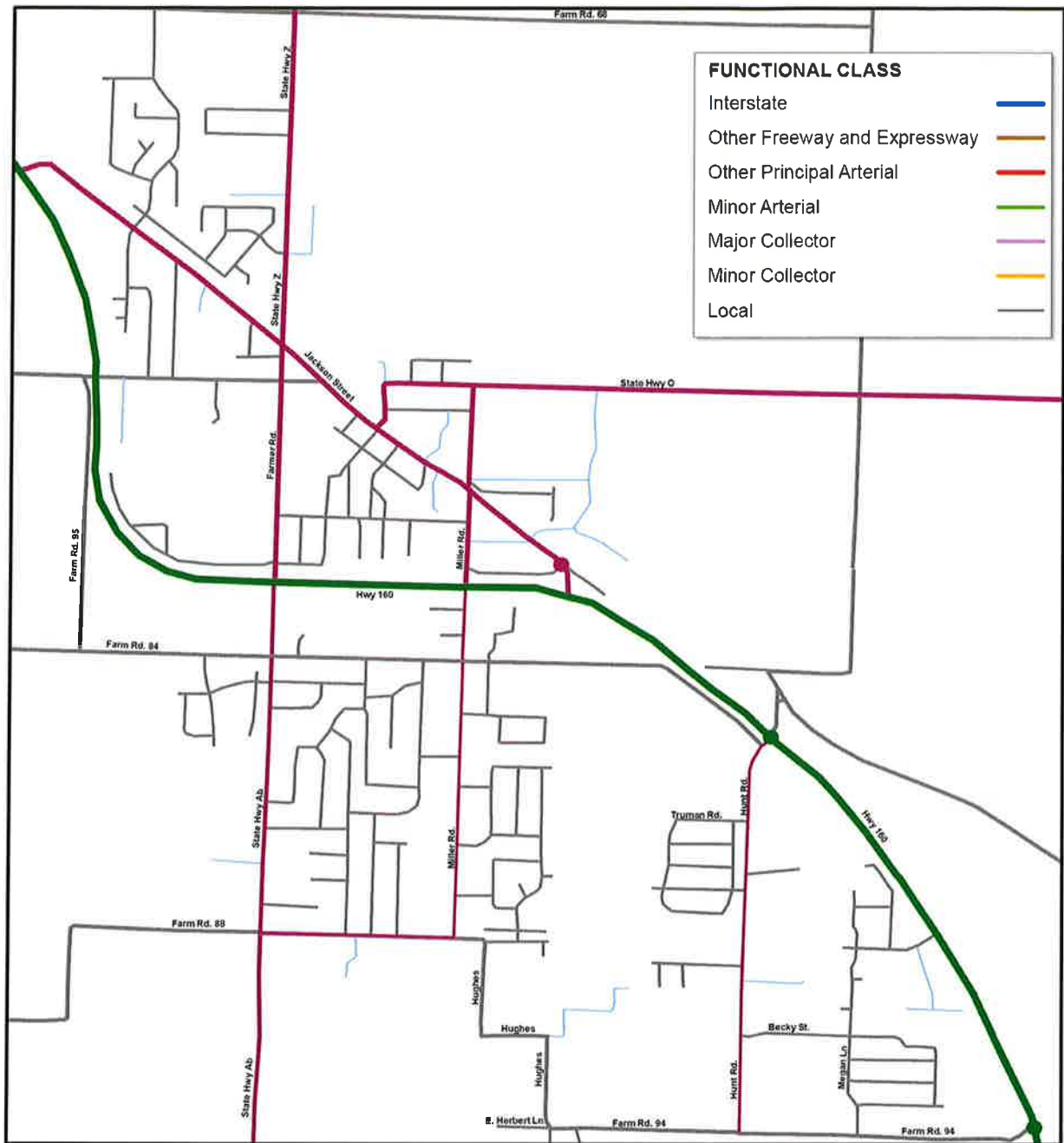
Framework and Strategy – Program Development

It is important to note that City representatives and Cochran staff will meet numerous times to: a) integrate ideas from different perspectives; and b) work together to create an implementation plan that made sense from a public perception standpoint and City budgeting perspective.

Both parties learned from each other and worked together to develop the plan. As a result, we developed this plan based on the following issues and circumstances, which were specific to the Willard street network system.

1. **Existing Pavement Conditions** - we assessed the pavement conditions of all of the streets and determined the appropriate levels of maintenance that were/could be warranted.
2. **Classification by Roadway Type** - we grouped and clustered the roadways by type/characteristic. Specifically, we identified roadways into four categories: a) residential asphalt streets; b) arterial asphalt roadways; c) concrete roadways; and d) roadways that qualify for federal funding.
3. **Roads Eligible for Federal Funding** - the Missouri Department of Transportation (MoDOT) maintains a master list of roadways eligible for federal funding. MoDOT is responsible for maintaining and updating the region's Roadway Functional Classification System mandated under federal law. Roadways are classified according to their urban or rural setting and the type of service they provide based on considerations such as: connectivity, mobility, accessibility, vehicle miles traveled, average annual daily traffic, and abutting land use. The purpose of roadway functional classification is to describe how travel is channelized through the roadway network and to determine project eligibility for inclusion in the Long Range Plan and short-range Transportation Improvement Program (TIP). A roadway must already be classified at minimum as a planned or existing Urban Collector or Rural Major Collector in order to be eligible for federal funds allocated in the TIP. The map on the following page shows the current status of roadways eligible in the City of Willard.

The roadways that are colored are currently eligible for federal funding in Willard.



4. **Group Concept** - we determined that it would be more cost effective from a bid pricing standpoint to combine roads in grouped areas. This would save extra mobilization costs and minimize disruption to the residents. This group concept would eliminate the need for the paving contractor to jump to three different areas in the City during a paving operation. It makes more sense to group streets together for maintenance/rehabilitation from a cost and mobilization standpoint. In addition, this idea would help prevent construction trucks driving over pavements that were resurfaced the year before.
5. **Construction Cost Estimating** – we quantified and estimated the cost of each street’s proposed treatment.
6. **Program Budget** - the program was developed in a way that the City could plan and budget to make the plan work. It is important to take into consideration of the City’s budget regarding when the streets would be treated. We assumed an approximately \$1,000,000 allocation of funds for the preventive pavement maintenance program.
7. **Pavement Treatment Selection** - final development of the plan based on the cost and performance of the preferred pavement treatments as described in the next section.

Preferred Pavement Treatment Types

This PPMP utilizes surface treatments as categories of work. These surface treatments are targeted at pavement surface defects primarily caused by the environment and vehicular loads. Preventive maintenance treatments used to protect the pavement structure and slow the rate of pavement deterioration include the following:

- Crack and Joint Sealing
- Slurry Seal
- Microsurfacing – **not recommended**
- Nova Chip – Ultra Thin Asphalt
- Surface Milling, Paving Fabric, and Asphalt Overlay
- Full Depth Pavement Replacement

Crack and Joint Sealing

Description: Crack and joint sealing consists of cleaning the crack in the pavement surface and placing the specified materials into and above the crack to substantially reduce infiltration of water and to reinforce the adjacent pavement. The fill method consists of cutting the desired reservoir shape at the working crack in the existing surface,



cleaning the cut surfaces and placing the specified materials into the cavity to prevent the intrusion of water and incompressibles into the crack.

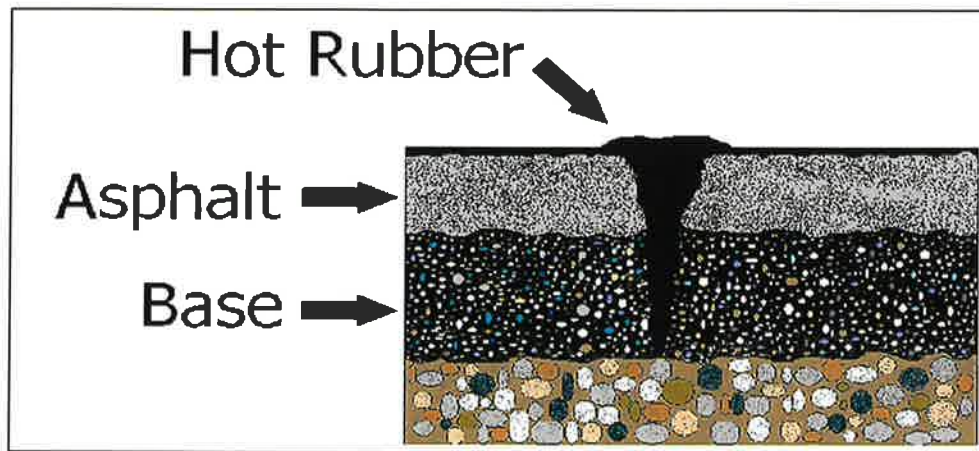
Purpose: The purpose of sealing and filling cracks in the pavement surface is to prevent water and incompressibles from entering the pavement structure.

Existing pavement condition: Concrete pavements should have cracks filled every two years. On asphalt pavements, crack filling should begin two to four years after resurfacing, and on a composite pavement, one to two years old. The visible surface distress may include: fairly straight open longitudinal and transverse cracks with slight secondary cracking and slight raveling at the crack face, and no patching or very few patches in excellent condition.

Existing pavement surface preparation: None.

Performance: The effectiveness of the seal will greatly depend upon the width of crack being sealed and the movement of the pavement structure at the crack.

Life Extension: This treatment is not a one shot operation. In order to maintain the sealed pavement surface, a routine maintenance crack sealing and filling operation should follow up this treatment, as additional cracks develop.



Slurry Seal

Description: A Slurry Seal is a cold, mixed asphalt slurry. It consists of emulsified asphalt, graded fine aggregate and additives. It is a hard wearing surfacing for pavement preservation. Mixing and spreading are accomplished in one continuous operation. The surface may be reopened to travel within a few hours.

Purpose: The purpose of Slurry Seal is to extend the life of the existing pavement by protecting it from oxidation and deterioration. This process creates an even-textured surface. Slurry Seals treat aged and raveled pavements by filling minor cracks, replacing lost surface aggregate, restoring skid resistance and restoring aesthetic appeal. It may be used on freeways, residential streets, parking lots and any area that needs the pavement to be preserved.

- Protects the road structure
- Perfect for residential/low traffic roads
- Good skid resistance

Existing pavement condition: The existing pavement should exhibit a uniform cross section and a good base. The visible distress may include slight cracking, rutting, minor surface irregularities, flushed or polished surface.

Performance: A slurry seal performs well on roadways to correct pavement surface conditions described above.

Life Extension: We expect that slurry seal applied at warranted conditions will provide a life extension of 4 years on arterial streets and 5 years on residential/low volume streets.



Micro-surfacing

Description: Micro-Surfacing is a mixture of polymer modified asphalt emulsion, mineral aggregate, mineral filler, water, and other additives, properly proportioned, mixed, and placed on a paved surface.



Purpose: A single course micro-surfacing will retard oxidation and improve skid resistance in the pavement surface. A multiple course micro-surfacing is used to correct certain pavement surface deficiencies including severe rutting, minor surface profile irregularities, polished aggregate or low skid resistance and light to moderate raveling. Micro-surfacing is typically used on flexible or composite pavements and can perform under all traffic volumes.

Existing pavement condition: The existing pavement should exhibit a uniform cross section and a good base. The visible distress may include slight cracking, rutting, minor surface irregularities, flushed or polished surface and/or moderate raveling.

Existing pavement surface preparation: Surface preparation typically includes crack fill, bump removal if necessary, removal of thermoplastic pavement markings and seal patching for large voids and potholes.

Performance: A micro-surface performs well on roadways to correct pavement surface conditions described above.

Life Extension: We expect that micro-surfacing applied at warranted conditions will provide a life extension of 5 years on arterial streets and 6 years on residential/low volume streets.

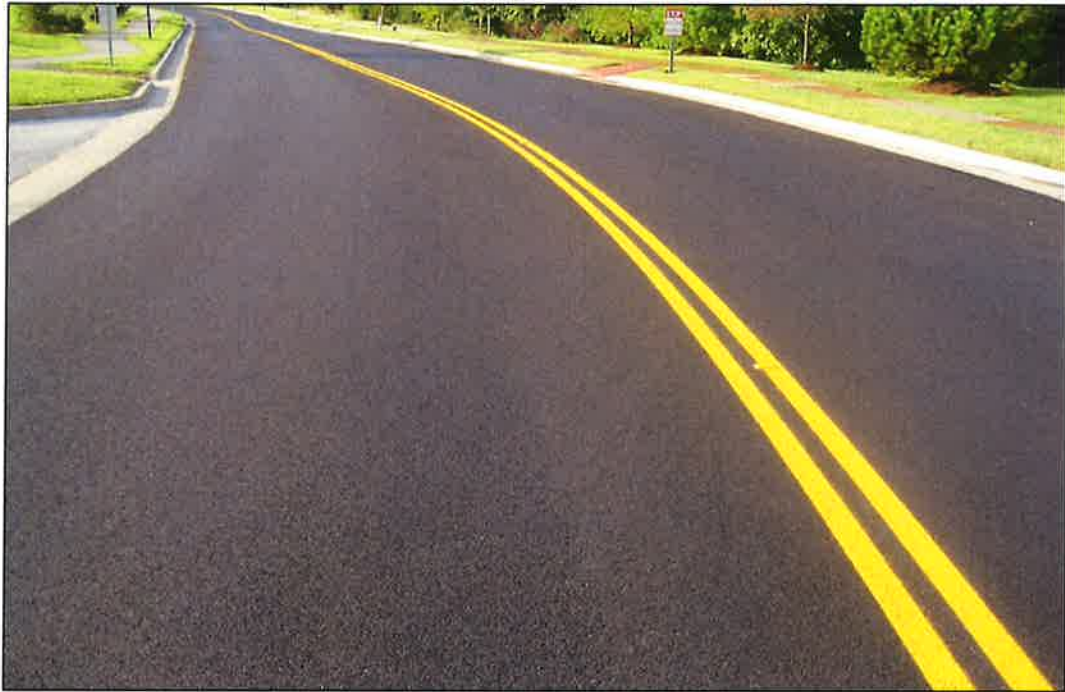
Performance Limitations: A standard micro-surfacing formulation should not be used on a pavement with moderate to heavy surface cracks. Due to its brittle nature, it is a poor crack sealer. Because micro-surfacing mixes require warm to moderate temperatures for curing, the City should plan to only perform this work in the middle of the summer.

Not Recommended: Unfortunately, numerous micro-surfacing projects throughout the area have exhibited extensive stripping from the existing pavement. As a result, after three to five years, the aesthetic look of the striped micro-surfacing pavements is criticized by residents and public officials. Therefore, we do not recommend this preventive pavement maintenance treatment for the City of Willard.



Nova Chip

Description: The Nova Chip (Ultra Thin Asphalt) paving process places a thin, coarse aggregate hot mix over a special asphalt membrane, on an existing asphalt surface. NovaChip combines a surface seal with a hot mix level-paving surface and the flexibility of a thin maintenance treatment, which results in a durable surface



Purpose: The special NovaBond membrane prevents water leakage and provides a superior bond to the old asphalt or concrete surface.

Existing pavement condition: NovaChip can be used as preventative maintenance or as a surface rehabilitation treatment. The NovaChip results in a thinner surface than hot mix, making it suitable where over height clearance and drainage profile problems may occur. It's good for high traffic areas because the process moves quickly and all in one pass. This means the road will be opened sooner resulting in less traffic delays.

Existing pavement surface preparation: Surface preparation typically includes minor milling at commercial entrances, bump removal if necessary, removal of thermoplastic pavement markings and patching for large voids and potholes.

Performance: This type of treatment will protect the remaining pavement structure, slow the rate of deterioration and improve the ride quality.

Life Extension: We expect that NovaChip applied at warranted conditions will provide a life extension of 6-8 years on arterial streets and 7-9 years on residential/low volume streets.

Performance Limitations: This treatment should not be used on an existing pavement that shows evidence of a weak base.



Surface Milling with Bituminous Overlay

Description: The removal of an existing bituminous surface by the cold milling method, placement of paving fabric, and the placement of a dense graded bituminous mixture. In most streets in Willard, we recommend the MoDOT BP-2 mixture of asphalt.

Purpose:

Milling - The cold milling operation is used to: (1) correct specific existing surface deficiencies, and (2) correct the shape of the existing cross section. The cold milling operation is used to correct rutting in the existing bituminous surface layer where the rutting is not caused by a weak base and when the condition of the existing pavement has deteriorated to a point where it is not practical to correct the problem by a more economical treatment. The cold milling operation is also used to remove an existing bituminous course that is debonding and to remove the existing bituminous surface to retain the existing curb face.



Paving Fabric - The paving fabric is used as a water proofing membrane and increases pavement life in three ways:

1. Substantially eliminates the number one cause of pavement deterioration, water intrusion through the asphalt.
2. Slows reflective cracking from existing asphalt or concrete pavements. FHWA studies show that cracks as small as 1/8 inch will allow 97% of the water striking the pavement to pass through to the base. Slight movements associated with old cracks or joints are dissipated by the membrane. More importantly, even if the crack reflects through, the membrane remains intact and continues to waterproof.
3. Studies show that paving fabrics increase the fatigue life by 100% to 300%. Asphalt is a flexible pavement and research has shown that pavements with a paving fabric can flex two to three times more before fatigue failure.



Asphaltic Surface Course - The bituminous overlay replaces the bituminous material that is removed.



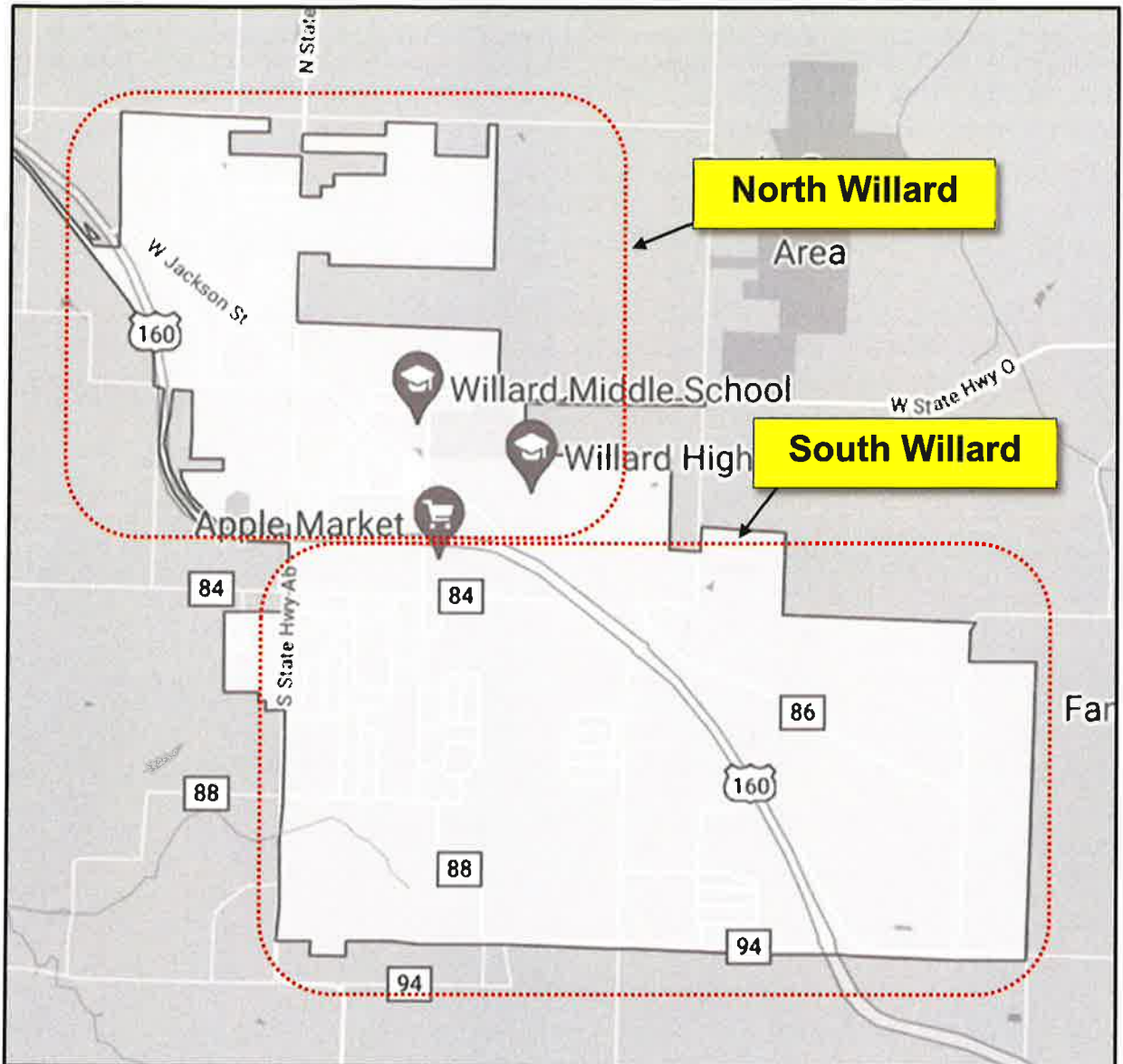
Existing Pavement Condition: The existing pavement should exhibit a good base condition. The visible surface distress may include: severe surface raveling, multiple longitudinal and transverse cracking with slight raveling, a small amount of block cracking, patching in fair condition, debonding surface and slight to moderate rutting.

Performance: This type of treatment will protect the remaining pavement structure, slow the rate of deterioration and improve the ride quality.



Performance Limitations: This treatment should not be used on an existing pavement that shows evidence of a weak base.



Map Showing City of Willard





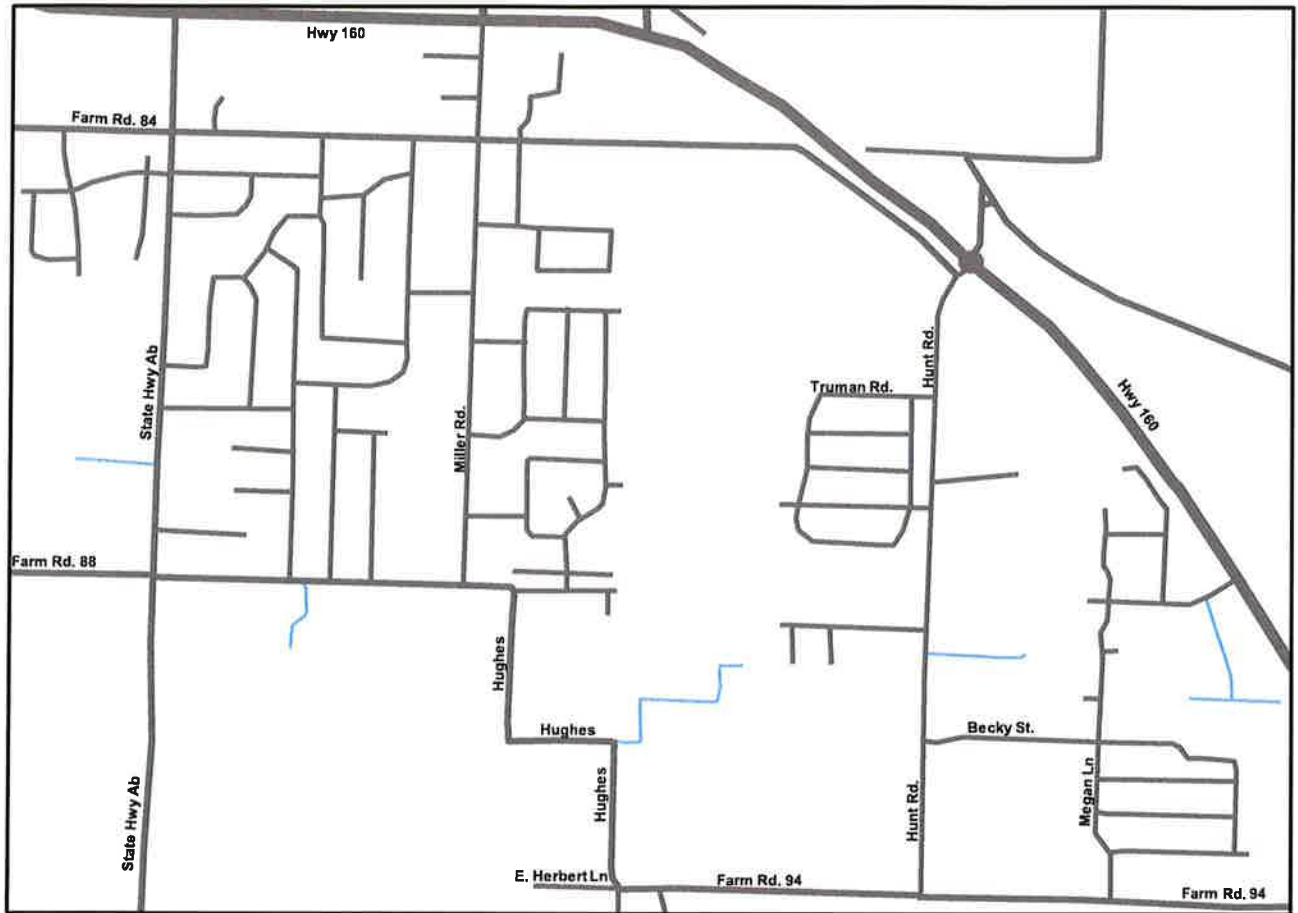
Street Map – North Willard

Public Roadways 
Private Roadways 



Street Map – South Willard

Public Roadways 
Private Roadways 



Group Concept – as discussed above, we determined that it would be more cost effective from a bid pricing standpoint to combine certain roads into grouped areas. This would save extra mobilization costs and minimize disruption to the residents. This group concept would eliminate the need for the paving contractor to jump to three different areas in the City during a paving operation. It makes more sense to group streets together for maintenance/rehabilitation from a cost and mobilization standpoint. In addition, this idea would help prevent construction trucks driving over pavements that were resurfaced the year before.

North Side Groupings:

Watson Group

- Watson Street
- Walnut Lane
- Howard Street
- S. Willow Lane

Main Group

- Jefferson Street
- S. Main Street
- Pershing Street
- E. Robberson Street
- South Street
- Howard Street
- S. Perryman Street

Dennis Group

- Dennis Street
- King Street
- Willard Street
- Mill Street

Wiley Group

- Arrowhead
- W. Willey Street
- N. Langston Street
- N. Grand Prairie Drive
- Lynne Drive
- Cherry Lane
- Dorcas Drive
- Tatum
- Case



Deer Run Group

- Holly Ridge Road
- Deer Run
- Finch Court
- Meadowlark
- Sparrow Lane
- Long
- Holly Ridge

Eagle Group

- Eagle Lane
- Pheasant
- Wren Road

Arrowhead Group

- Arrowhead Road
- W. Fall Creek Road
- Deer Run
- Sedona Lane
- Willowridge Lane
- Holly Circle
- Grand Prairie Drive

Miller Group

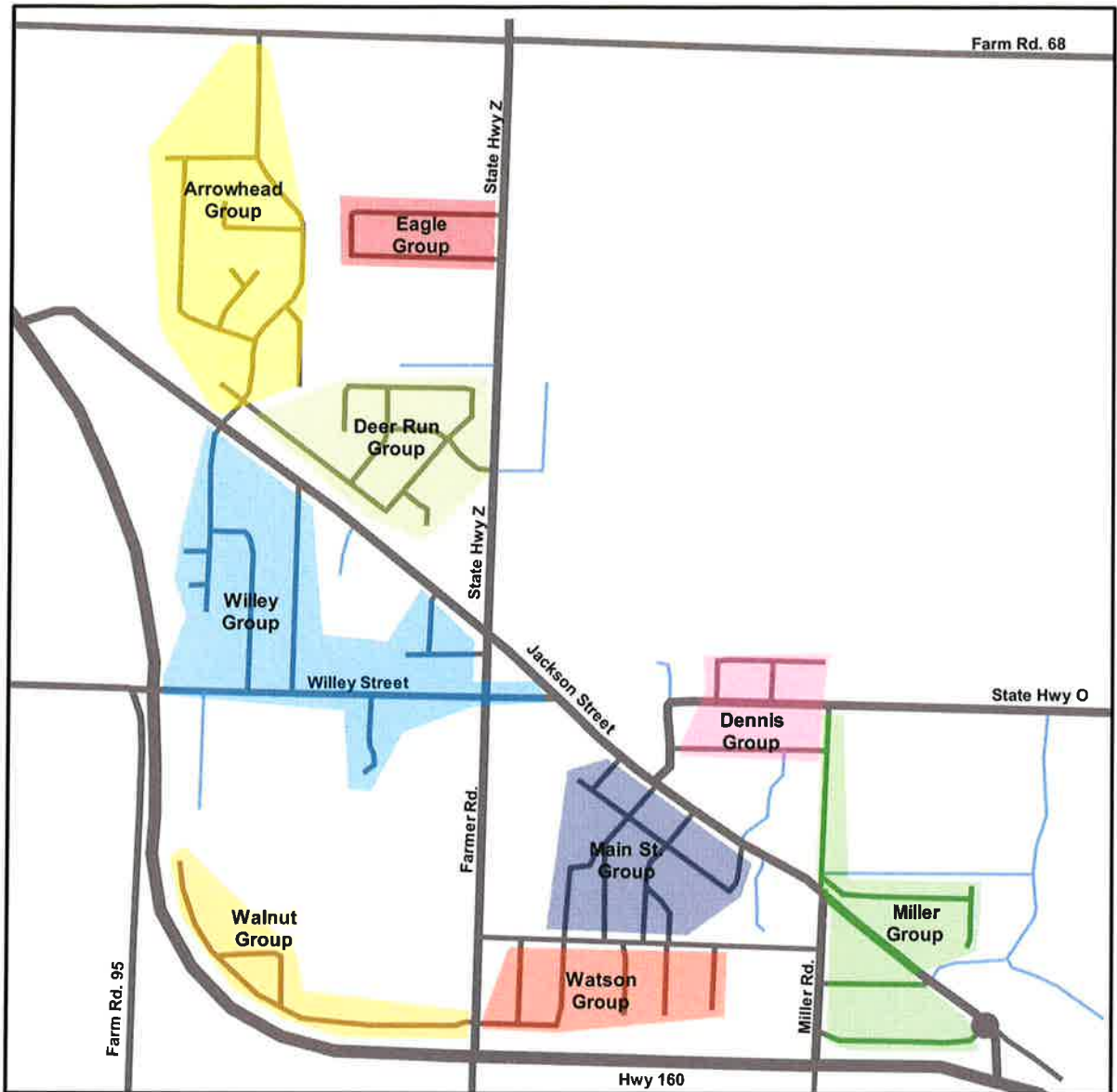
- N. Miller
- Beam Street
- Grant Street
- Lester Street
- E. Walnut Street

Walnut Group

- W. Walnut Lane
- Grand Prairie



Grouping Map – North Willard



South Side Groupings:

Becky Group

- Becky Street
- Owen Lane
- Colby Street
- Shelley Street
- Sidney Street
- Hughes Road
- Rocky Lane
- Buck Road
- Wright Road
- Megan Lane



Truman Group

- Truman Road
- Silverleaf Lane
- Cedar Lan
- Osage Drive
- Pine Street
- Saratoga
- Fox Creek



Logan Group

- E. Logan
- Saratoga Road
- Fox Creek Road

Daniel Group

- Daniel Lane
- Mathew Lane
- Berry Lane
- Hill Street

Jeb Group

- Jeb Street
- Daniel Lane
- Darin Lane
- Berry Lane
- Covington Road



Race Group

- Race Road
- Daniel Lane
- Cedard Lane
- Berry Lane
- Osage Drive
- Stone Creek Road
- Pine Street
- Red Rock

**Ridgeview Group**

- Ridgeview Drive
- Fonda Lane
- Pebble Creek Lane
- Jacaranda
- Silver Leaf Drive
- Pershing Street
- Barwick Place
- Mark Street

**Southview Group**

- Southview Drive
- W. Crighton Drive
- Kings Drive
- Mark Street
- Bray Drive
- John F. Kennedy Drive
- Jeb Street
- S. Barkwick Place
- Pershing Street
- Main Street
- Watson Avenue

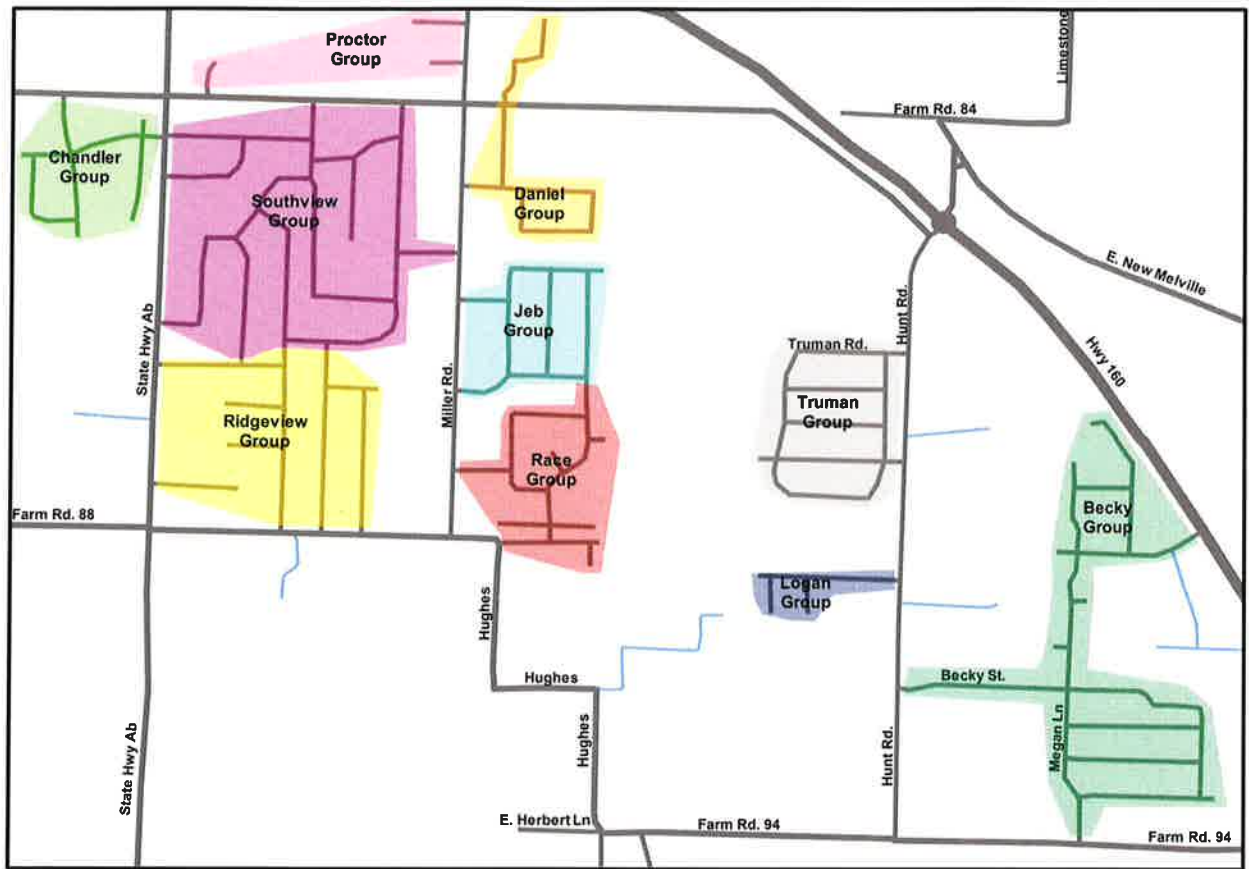
**Proctor Group**

- Proctor Road
- Excalibur Court
- Watson Street

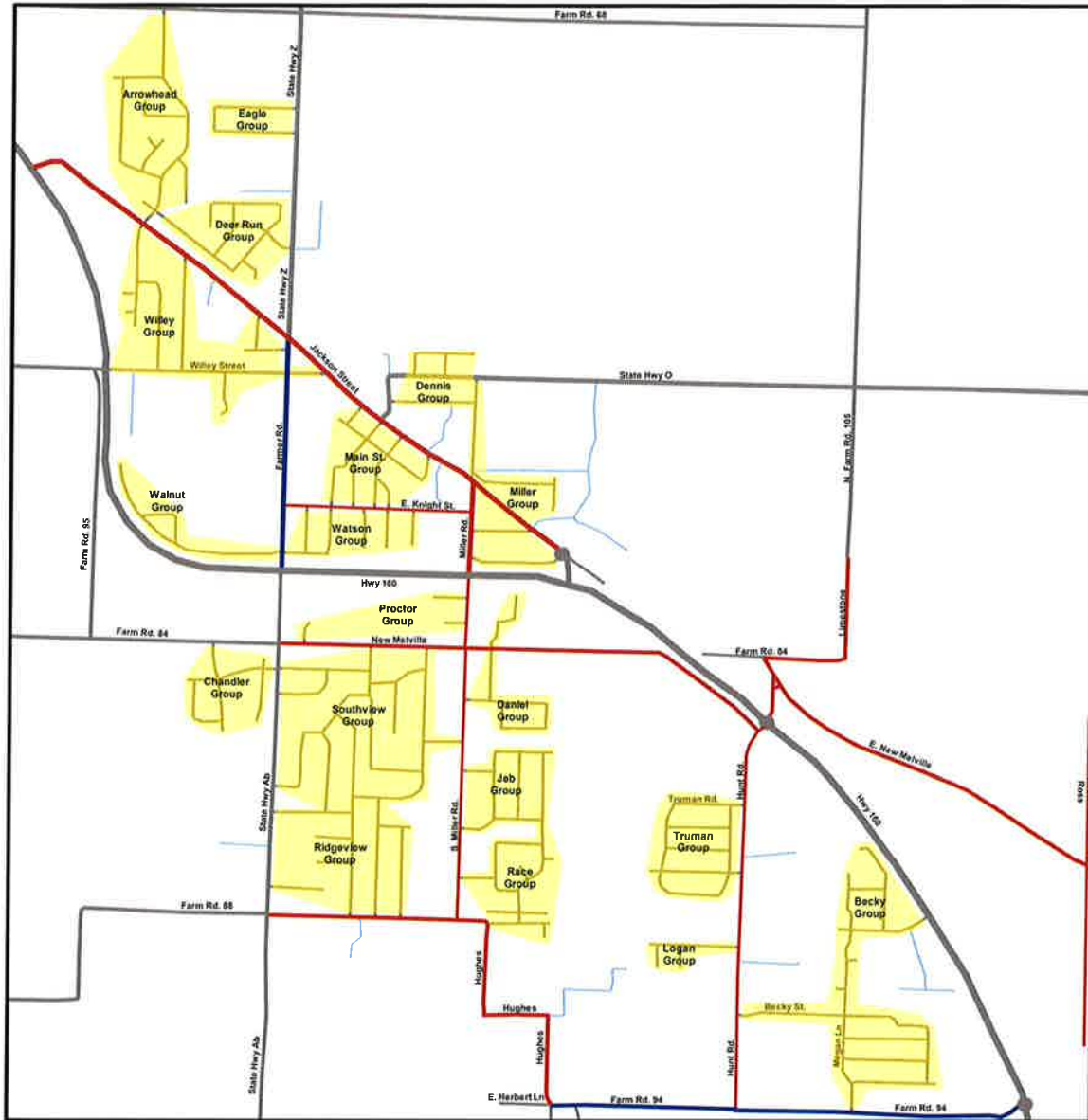
Chandler Group

- W. Chandler Drive
- Southview Drive
- Emily Lane
- Sarah Court

Grouping Map – South Willard



Arterial Roadway Map



Pavement Resurfacing Schedule – all budget estimates are present value

| Project Description | 2022 | | 2023 | | 2024 | | 2025 | | 2026 | |
|-----------------------------|------|------------------|------|------------------|------|------------------|------|------------------|------|------------------|
| | | Cost | | Cost | | Cost | | Cost | | Cost |
| Arterials: | | | | | | | | | | |
| Hughes Road | CF | city crew | | | A | \$241,778 | | | | |
| S. Miller Road | CF | city crew | | | A | \$181,333 | | | | |
| E. Knight Street | CF | city crew | | | A | \$144,000 | | | | |
| Limestone | CF | city crew | | | A | \$136,533 | | | | |
| Hunt Road | | | CF | city crew | | | NC | \$127,600 | | |
| New Melville/Farm Road 84 | | | CF | city crew | | | NC | \$158,400 | | |
| Jackson Street | | | CF | city crew | | | NC | \$270,400 | | |
| E. New Melville | | | CF | city crew | | | CF | city crew | | |
| Ross | | | CF | city crew | | | CF | city crew | | |
| Miller Road | | | CF | city crew | | | CF | city crew | | |
| Farm Road 94 ?? | | | | | | | | | | |
| Farmer Road/Hwy AB??? | | | | | | | | | | |
| Residential Streets: | | | | | | | | | | |
| Ridgeway Group | A | \$438,544 | | | | | CF | city crew | | |
| Southview Group | | | A | \$607,392 | | | | | CF | city crew |
| Daniel Group | CF | city crew | | | CF | city crew | | | A | \$229,472 |
| Jeb Group | CF | city crew | | | CF | city crew | | | A | \$295,472 |
| Race Group | CF | city crew | | | CF | city crew | | | A | \$295,136 |
| Watson Group | CF | city crew | | | CF | city crew | | | | |
| Main Street Group | CF | city crew | | | CF | city crew | | | | |
| Dennis Group | CF | city crew | | | CF | city crew | | | | |
| Willey Group | | | CF | city crew | | | CF | city crew | | |
| Miller Group | | | CF | city crew | | | CF | city crew | | |
| Walnut Group | | | CF | city crew | | | CF | city crew | | |
| Proctor Group | | | CF | city crew | | | CF | city crew | | |
| Becky Group | | | CF | city crew | | | CF | city crew | | |
| Truman Group | | | CF | city crew | | | CF | city crew | | |
| E. Logan Group | | | CF | city crew | | | CF | city crew | | |
| Chandler Group | | | CF | city crew | | | CF | city crew | | |
| Deer Run Group | | | CF | city crew | | | CF | city crew | | |
| Eagle Group | | | CF | city crew | | | CF | city crew | | |
| Arrowhead Group | | | CF | city crew | | | CF | city crew | | |
| | | | | | | | | | | |
| Totals | | \$438,544 | | \$607,392 | | \$703,644 | | \$556,400 | | \$820,080 |

A - Mill/Overlay; CF - Street Dept. Crack Filling; STP - Federal Aid; NC - Nova Chip; FD - Full Depth Pavement Replacement

Paving Schedule –

| Project Description | 2027 | | 2028 | | 2029 | | 2030 | | 2031 | | 2032 | |
|-----------------------------|------|------------------|------|------------------|------|------------------|------|------------------|------|------------------|------|------------------|
| | | Cost | | Cost | | Cost | | Cost | | Cost | | Cost |
| Arterials: | | | | | | | | | | | | |
| Hughes Road | CF | city crew | | | | | CF | city crew | | | | |
| S. Miller Road | CF | city crew | | | | | CF | city crew | | | | |
| E. Knight Street | CF | city crew | | | | | CF | city crew | | | | |
| Limestone | CF | city crew | | | | | CF | city crew | | | | |
| Hunt Road | | | CF | city crew | | | | | CF | city crew | | |
| New Melville/Farm Road 84 | | | CF | city crew | | | | | CF | city crew | | |
| Jackson Street | | | CF | city crew | | | | | CF | city crew | | |
| E. New Melville | | | CF | city crew | | | | | | | A | \$293,333 |
| Ross | | | CF | city crew | | | | | | | A | \$206,222 |
| Miller Road | | | CF | city crew | | | NC | \$49,000 | | | | |
| Farm Road 94 ?? | | | | | | | | | | | | |
| Farmer Road/Hwy AB??? | | | | | | | | | | | | |
| Residential Streets: | | | | | | | | | | | | |
| Ridgeway Group | | | CF | city crew | | | | | CF | city crew | | |
| Southview Group | | | | | CF | city crew | | | | | CF | city crew |
| Daniel Group | | | | | CF | city crew | | | | | | |
| Jeb Group | | | | | CF | city crew | | | | | | |
| Race Group | | | | | CF | city crew | | | | | | |
| Watson Group | A | \$215,472 | | | | | CF | city crew | | | | |
| Main Street Group | A | \$255,008 | | | | | CF | city crew | | | | |
| Dennis Group | A | \$114,016 | | | | | CF | city crew | | | | |
| Willey Group | | | A | \$435,088 | | | | | CF | city crew | | |
| Miller Group | CF | city crew | | | A | \$224,000 | | | CF | city crew | | |
| Walnut Group | CF | city crew | | | A | \$160,000 | | | CF | city crew | | |
| Proctor Group | CF | city crew | | | A | \$81,600 | | | CF | city crew | | |
| Becky Group | CF | city crew | | | | | NC | \$378,882 | | | | |
| Truman Group | CF | city crew | | | | | NC | \$201,114 | | | | |
| E. Logan Group | CF | city crew | | | | | NC | \$47,736 | | | | |
| Chandler Group | CF | city crew | | | | | NC | \$141,957 | | | | |
| Deer Run Group | CF | city crew | | | CF | city crew | | | NC | \$170,820 | | |
| Eagle Group | CF | city crew | | | CF | city crew | | | NC | \$73,062 | | |
| Arrowhead Group | CF | city crew | | | CF | city crew | | | NC | \$243,486 | | |
| Totals | | \$584,496 | | \$435,088 | | \$465,600 | | \$818,689 | | \$487,368 | | \$499,556 |

A - Mill/Overlay; CF - Street Dept. Crack Filling; STP - Federal Aid; NC - Nova Chip; FD - Full Depth Pavement Replacement