

# 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

**PARK BOARD  
Regular Meeting**

**June 23, 2016**

**7:00 PM-Willard City Hall**

**224 W. Jackson Street**

### **PARK BOARD MEMBERS**

Blaine Kennard, President

Valorie Simpson, Vice-President

Samantha Mosier, Secretary

Laurie Pendergrass

Billie Middleton

**CITY OF WILLARD  
PARK BOARD  
June 23, 2016  
7:00 P.M.**

Notice posted on June 21, 2016.

Notice is hereby given that the City of Willard Park Board will conduct a meeting at 7:00 p.m., June 23, 2016 at Willard City Hall, 224 W. Jackson, Willard, Missouri.

The tentative agenda of this meeting includes:

Call the meeting to order.

1. Roll Call
2. Agenda Amendments/Approval of the Agenda
3. Approval of the Minutes from the meeting on May26, 2016
4. Citizen's Input (5 minute limit)
5. Financial Statements
  - a. April: Financial Statement
6. Directors Report
7. Elections of Officers: Discussion/Vote
8. Recreation Center Parking Lot Bid Update
9. Freedom Fest: Update
10. Committee Assignments
11. New Business
12. Unfinished Business
13. Adjourn Meeting

REPRESENTATIVES OF THE NEWS MEDIA MAY OBTAIN COPIES OF THIS NOTICE BY CONTACTING:

J.C. Loveland  
224 West Jackson  
P O Box 187  
Willard, MO 65781

IF YOU HAVE SPECIAL NEEDS, WHICH REQUIRE ACCOMMODATION, PLEASE NOTIFY CITY PERSONNEL AT CITY HALL. ACCOMMODATIONS WILL BE MADE FOR YOUR NEEDS.

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J.C. Loveland, Community Service Director

City of Willard  
Park Board Meeting  
May 26, 2016

Board present: President-Blaine Kennard, Vice-President Valorie Simpson, Secretary-Samantha Mosier, Becky Miller, Billie Middleton and Laurie Pendergrass.

Staff Present: Director of Community Service- J.C. Loveland.

Citizens present: None.

Blaine Kennard called the meeting to order at 7:01 p.m.

**Roll Call**

Blaine Kennard-present, Valorie Simpson-present, Samantha Mosier-present, Billie Middleton---, Becky Miller-present, Laurie Pendergrass-aye.

**Approval of the Agenda**

The Community Services Director noted a change needed on the Month of the Board packet from April to May. Approval of the Agenda passed with a vote of 5-0. Voting aye: Blaine Kennard, Valorie Simpson, Becky Miller, Samantha Mosier and Laurie Pendergrass.

**Approval of Minutes of the March 31, 2016 Meeting**

Motion made by Blaine Kennard and seconded by Becky Miller to approve the minutes from the April 28, 2016 meeting

Motion passed with a vote of 5-0. Voting aye: Blaine Kennard, Valorie Simpson, Becky Miller, Samantha Mosier and Laurie Pendergrass.

**Citizen Input**

None.

**Financial Report**

March: Financial Statement

Motion was made by Laurie Pendergrass and seconded by Valorie Simpson to approve the financial report. Motion passed with a vote of 5-0. Voting aye: Blaine Kennard, Valorie Simpson, Becky Miller, Samantha Mosier and Laurie Pendergrass.

**Director Report**

The Director of Community Service reported on capital improvement projects progress and updates, summer programming, upcoming events and open gym analytics.

**Father/Daughter Ball: Report**

The Director of Community Service reported the dance revenue and attendance and suggested moving event to another date.

**Freedom Fest: Update**

The Board discussed Freedom Fest 2016 logistics.

**Bounce House Purchase: Update**

The Community Services Director updated the Board on the decision not to purchase due to liability.

**Set Committee Meeting Dates**

This item was postponed until next meeting during committee assignments.

**Cox Membership Monthly Tracking Numbers**

The Board asked for clarifications on reported numbers from Cox.

**June Meeting Date Change: Vote**

The Board proposed a new meeting date of June 23, 2016. Motion passed with a vote of 5-0. Voting aye: Blaine Kennard, Valorie Simpson, Becky Miller, Laurie Pendergrass and Samantha Mosier.

**New Business.**

Becky Miller announced her resignation. Laurie Pendergrass asked about crowding of flowerbeds in parks and opportunities for Girl Scout gardening.

**Unfinished Business.**

The Board was updated the Tree Boards decision for trimming trees in Jackson Street Park. They were also updated on the speed dip.

**Adjourn**

Motion made by Samantha Mosier and seconded by Becky Miller to adjourn the meeting. Motion passed with a vote of 5-0. Voting aye: Valorie Simpson, Billie Middleton, Becky Miller, Samantha Mosier and Laurie Pendergrass.

Meeting adjourned at 7:51 p.m.

Minutes Submitted by Secretary Samantha Mosier

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Blaine Kennard, President

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Jennifer Rowe, City Clerk

**June 2016 BOA MEETING**  
**FINANCIAL SUMMARY REPORT**

**REVENUE AND EXPENSE**

Summary of Revenue and Expense for all funds ending April 30, 2016.

General Fund

- Revenue (all General Fund Departments) for April 2016 has increased \$10,774.54 Year to Date compared to April 2015 Year to Date. The Miscellaneous Revenue includes a refund from MOPERM, the workmen comp insurance carrier. We have maintained a low mod rate over the past three years and this has resulted in some of our premium being returned. The Mobile Phone Franchise revenue has increased \$6,452.78 this year compared to last year. Interest income has increased \$276.10.
- Expense for the General City Government has increased for the Year to Date \$5,418.99 compared to last year. The increase in Contract Labor (unemployment expense) has increased \$4,160.00 this year. More has been spent on Capital Improvement Expenses to date this year. There has been an increase of \$2,417.17 for Capital Assets. This includes the cost for computers, battery backups and network updates that have been distributed across other departments as well as the General City expense.
- Expense for the Law and Public Safety Department has a \$55,799.59 increase compared to Year to Date 2015. Group Insurance and Legal Fees are some areas with the highest increases. Capital Improvements have increased \$2,835.45 compared to last year. This includes Network upgrades and expenses for the Generator installation.
- Expense for the Street Department has increased for the Year to Date \$6,858.62 compared to last year. Public Improvements is one area that has increased the Streets expense. Expense includes the project on Hughes Road and 160 as well as the Jackson Street sidewalk project.
- Expense for the Planning and Development Department has increased compared to last year \$9,841.59. Legal and Professional Fees are the areas with the most increases compared to last year. Part of these expenses is due to the Annexation Project.
- Expense for Emergency Management Department has decreased \$1,237.43 compared to Year to Date in 2015. Expenses are very similar to last year with small decreases in supplies and repairs.
- The Net Profit for all General Fund Department's for April was \$312,136.43 Year to Date. Last year the Net Profit was \$378,043.25. There is generally an increase in expenses each year. There are several Capital Improvements in progress this year that have increased expenses. The City is addressing areas that need improvements. Some of these improvements included computers, network upgrades, the comprehensive plan and the front foyer security upgrade. Many of these improvements you cannot look at and see, but they are necessary areas that need to be addressed. The infrastructure is as important as the projects that are seen by the average citizen of Willard. They are necessary in order for the city to keep up with the growth in the community.

Water & Sewer Fund

Water Department:

- Revenue 2016 Year to Date for the Water Department had an \$8,930.38 decrease compared to last year for Water Department Revenue. Water Sales decreased \$19,783.35, but other areas of Revenue have increased this year. There has been substantial rainfall this year which could account for part of the sales decrease.
- Expenses 2016 Year to Date have increased \$16,429.79 compared to last year. The Vehicle Expense and Trash Expense are some areas with increases. The Group Insurance is one of the areas with the highest increase.

Sewer Department:

- Revenue Year to Date 2016 for the Sewer Department has decreased \$1,326.54 compared to the revenue last year. The revenue has improved over last month's year to date decrease.
- Expenses Year to Date 2016 increased \$56,649.39 compared to last year. Springfield Sewer charges are the biggest increase compared to last year. The pump rental for the Meadows lift station pump has added a \$3,087.00 a month increase to expense.

Water and Sewer Department

- The Water and Sewer Department had a loss this year of \$73,454.41. Last month year to date the loss was \$86,649.05. There has been a gain of \$13,194.4 during the past month. Last year the Year to Date was a \$9,881.69 profit. The increase in the expenses and the decrease in revenue have made the loss Year to Date higher this year than last year. The increase of expenses due to flooding and equipment failures have added to the loss margin.

Park Fund

- Revenue Year to Date 2016 has decreased \$24,502.48 this year compared to last year. One of the areas with the highest decrease is the Facility Income received. This is partially because the Cox rental fees have decreased.
- Expenses have increased \$7,135.13 in 2016 compared to Year to Date last year. Group Insurance and Lagers increases are a result of the change to more full time employees, but there has been a decrease in seasonal salaries. Several areas have had small increases.
- The Net Profit Year to Date for 2016 decreased \$31,637.61 compared to 2015 Year to Date. The difference between the two years was the increase in expenses and decreases in some areas of revenues.

**DEBT**

Long Term Debt and COP Debt balance as of April 30, 2016:

Water/Sewer 2014 COP	1,995,000.00
Parks/Aquatic Center 2015 COP	<u>3,995,000.00</u>
Total	\$ 6,135,000.00

The Water/Sewer COP next payment will be in July. The next payment for the Parks/Aquatic Center COP will be due June 1, 2016 and paid the last part of May in the amount of \$235,903.13 (Principle \$175,000 and Interest \$60,903.13).

## **SUMMARY**

### Insurance Renewal

The Workmen's Compensation Insurance will be renewed July 1, 2016. We have maintained a low mod rate and have not only had no increase in premium, but the premium decreased \$237.00 this year. This year has been three years since the insurance was bid out last. Next year the insurance will be put out for bid.

### Reserves

There are several capital improvement projects this year that will be necessary. These projects will result in some of the reserves that have been saved over the past two years to be used in order to provide the funding for the scheduled projects. The budget for 2016 has funding for \$250,000 to be transferred from the Water and Sewer Reserves to provide funding for the infrastructure for water and sewer. There is, also, \$50,000 scheduled to be transferred to the Parks Fund for scheduled projects.

### Budget

The 2016 Budget will be amended and tentatively will be brought to the July BOA meeting. If staff or board members would like to provide input for any changes, please contact Carolyn Halverson as soon as possible.

Year to Date 2016

General Fund	2016 Projected Revenues	Received As of April 2016	% Rec'd	2016 Budgeted Expenses	Expended As of April 2016	% Used	Cumulative Gains or (Losses) Per Fund
General City Administration	\$1,306,200.00	\$602,928.78	46.16%	\$261,392.14	\$85,301.74	32.6%	
Law and Public Safety Division	\$129,000.00	\$54,412.31	42.18%	\$861,476.78	\$273,643.14	31.8%	
Street Division	\$245,500.00	\$117,817.80	47.99%	\$409,642.98	\$75,632.06	18.5%	
Planning & Development Division	\$2,000.00	\$441.50	22.08%	\$103,305.18	\$24,919.09	24.1%	
Emergency Management Division	\$15,854.00	\$4,302.94	0.00%	\$27,511.84	\$8,270.87	30.1%	
<b>Sub-Total</b>	<b>\$1,567,450.00</b>	<b>\$779,903.33</b>	<b>49.76%</b>	<b>\$1,663,328.92</b>	<b>\$467,766.90</b>	<b>28.1%</b>	<b>\$512,136.43</b>
Park Fund	\$1,011,000.00	\$306,999.05	30.4%	\$978,060.30	\$198,348.93	20.3%	\$108,650.12
Water Fund	\$1,192,000.00	\$370,768.97	31.1%	\$1,204,255.56	\$400,580.99	33.3%	(\$29,812.02)
Sewer Fund	\$1,545,500.00	\$426,272.24	27.6%	\$2,404,246.54	\$469,914.63	19.5%	(\$43,642.39)
<b>Totals</b>	<b>\$5,315,950.00</b>	<b>\$1,883,943.59</b>	<b>35.4%</b>	<b>\$6,249,891.32</b>	<b>\$1,536,611.45</b>	<b>24.6%</b>	<b>\$347,332.14</b>

Funds	Total Funds Available As of Jan 1, 2016	Total Reserves Available As of April 2016	30% Reserve Requirement	Reserves Avail Capital Improvements	Cash Operating Required per Month	Funds Available
General Fund	\$963,752.05	\$1,072,627.08	\$498,998.68	\$712,239.14	\$138,610.74	\$1,211,237.82
Water & Sewer Fund	\$2,400,762.43	\$2,071,950.12	\$1,082,550.63	\$1,290,108.00	\$300,708.51	\$2,372,658.63
Park Fund	\$78,867.09	\$112,289.44	\$293,418.09	(\$99,623.63)	\$81,505.03	\$193,794.46
<b>Totals</b>	<b>\$3,443,381.57</b>	<b>\$3,256,866.63</b>	<b>\$1,874,967.40</b>	<b>\$1,902,723.51</b>	<b>\$520,824.28</b>	<b>\$3,777,690.91</b>

Assigned Funds	Water/Sewer Customer Deposits	Parks Youth Scholarships	All Assigned Funds Total
General	\$1,052.21		
Judicial Education Fund	\$8,861.00		
Judicial Facility Fund	\$656.00		
Police Forfeiture Asset Funds	\$87,060.45		
Reserves Improvement Fund	\$97,629.66		
<b>Total Assigned Funds</b>	<b>\$97,629.66</b>	<b>\$694.00</b>	<b>\$292,959.37</b>

Income Statement

For Fiscal: 2016 Period Ending: 04/30/2016

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 30 - PARKS FUND</b>						
<b>Revenue</b>						
<b>Department: 800 - Parks</b>						
<u>30-800-40000</u>	ADVERTISING REVENUE (PARKS)	25,000.00	25,000.00	650.00	16,850.00	8,150.00
<u>30-800-40400</u>	CONCESSION INCOME	45,000.00	45,000.00	1,957.20	6,892.49	38,107.51
<u>30-800-40600</u>	FACILITY INCOME	40,000.00	40,000.00	2,295.25	9,338.50	30,661.50
<u>30-800-40800</u>	MISCELLANEOUS INCOME-PKS	2,000.00	2,000.00	140.00	801.50	1,198.50
<u>30-800-40900</u>	PARK FEES-PKS	3,000.00	3,000.00	500.00	1,500.00	1,500.00
<u>30-800-40950</u>	SWIM POOL INCOME	90,000.00	90,000.00	700.00	1,190.00	88,810.00
<u>30-800-41300</u>	FRANCHISE MOBILE PHONE TOWER	14,500.00	14,500.00	1,087.52	4,350.08	10,149.92
<u>30-800-43000</u>	INTEREST INCOME-PKS	1,000.00	1,000.00	27.36	146.41	853.59
<u>30-800-45300</u>	TAX REAL ESTATE-PKS	75,000.00	75,000.00	148.07	68,746.06	6,253.94
<u>30-800-45400</u>	TAX SALES & USE REVENUES-PKS	278,000.00	278,000.00	14,892.64	63,330.06	214,669.94
<u>30-800-45500</u>	TAX SALES CAP IMP-PKS	155,000.00	155,000.00	0.00	71,998.59	83,001.41
<u>30-800-45510</u>	LANDSCAPING	0.00	0.00	0.00	140.00	-140.00
<u>30-800-46000</u>	TRANSFERS IN -OUT	50,000.00	50,000.00	0.00	0.00	50,000.00
<u>30-800-47000</u>	ADULT PROGRAMS-PKS	10,000.00	10,000.00	504.00	3,146.14	6,853.86
<u>30-800-47100</u>	YOUTH PROGRAMS-PKS	194,000.00	194,000.00	8,525.96	53,418.22	140,581.78
<u>30-800-48000</u>	FREEDOM FEST INCOME	9,500.00	9,500.00	380.00	2,590.00	6,910.00
<u>30-800-48100</u>	SPECIAL EVENT INCOME	19,000.00	19,000.00	100.00	2,561.00	16,439.00
	<b>Department: 800 - Parks Total:</b>	<b>1,011,000.00</b>	<b>1,011,000.00</b>	<b>31,908.00</b>	<b>306,999.05</b>	<b>704,000.95</b>
	<b>Revenue Total:</b>	<b>1,011,000.00</b>	<b>1,011,000.00</b>	<b>31,908.00</b>	<b>306,999.05</b>	<b>704,000.95</b>
<b>Expense</b>						
<b>Department: 800 - Parks</b>						
<u>30-800-50000</u>	CHEMICALS-PKS	8,000.00	8,000.00	0.00	0.00	8,000.00
<u>30-800-50110</u>	SUPPLIES - GROUNDS	500.00	500.00	0.00	3.54	496.46
<u>30-800-50130</u>	SUPPLIES GENERAL-PKS	6,000.00	6,000.00	212.44	1,510.68	4,489.32
<u>30-800-50140</u>	SUPPLIES-AQUATIC	10,000.00	10,000.00	0.00	150.00	9,850.00
<u>30-800-50170</u>	SUPPLIES SPECIAL ACTIVITY-PKS	15,000.00	15,000.00	307.32	1,507.42	13,492.58
<u>30-800-50180</u>	SUPPLIES SPORTS-PKS	24,000.00	24,000.00	5,758.17	10,152.58	13,847.42
<u>30-800-50190</u>	TREE CITY USA-PKS	0.00	0.00	0.00	0.00	0.00
<u>30-800-50200</u>	CONCESSIONS-PKS	15,000.00	15,000.00	1,425.70	3,954.78	11,045.22
<u>30-800-50210</u>	TURF MAINTENANCE-PKS	500.00	500.00	33.98	33.98	466.02
<u>30-800-50450</u>	FREEDOM FEST EXPENSE	12,500.00	12,500.00	1,295.00	5,793.38	6,706.62
<u>30-800-50500</u>	BUILDING MAINTENANCE-PKS	15,000.00	15,000.00	17.77	1,693.41	13,306.59
<u>30-800-50700</u>	OFFICE SUPPLIES-PKS	3,000.00	3,000.00	1,144.65	2,828.91	171.09
<u>30-800-51000</u>	REPAIRS AND MAINTENANCE-PKS	5,000.00	5,000.00	1,494.44	3,687.81	1,312.19
<u>30-800-52000</u>	SUPPLIES SMALL EQUIPMENT-PKS	300.00	300.00	0.00	0.00	300.00
<u>30-800-55200</u>	ADVERTISING-PKS	1,500.00	1,500.00	25.00	230.70	1,269.30
<u>30-800-55400</u>	AUDIT EXPENSE-PKS	1,000.00	1,000.00	0.00	150.00	850.00
<u>30-800-55600</u>	CONTRACT LABOR-PKS	12,000.00	12,000.00	2,236.88	4,725.01	7,274.99
<u>30-800-55800</u>	DUES AND SUBSCRIPTIONS-PKS	2,500.00	2,500.00	145.00	2,280.76	219.24
<u>30-800-56000</u>	INSURANCE-PKS	34,500.00	34,500.00	0.00	2,586.94	31,913.06
<u>30-800-56200</u>	LEGAL-PKS	1,000.00	1,000.00	217.00	273.00	727.00
<u>30-800-56400</u>	PROFESSIONAL-PKS	7,000.00	7,000.00	724.00	1,498.00	5,502.00
<u>30-800-56900</u>	TRAVEL & TRAINING-PKS	2,000.00	2,000.00	536.13	1,515.36	484.64
<u>30-800-61000</u>	TELEPHONE-PKS	7,000.00	7,000.00	814.03	3,262.97	3,737.03
<u>30-800-62000</u>	UTILITIES ELECTRIC-PKS	45,000.00	45,000.00	3,104.58	10,560.16	34,439.84
<u>30-800-62100</u>	UTILITIES GAS PKS	6,000.00	6,000.00	253.03	2,012.29	3,987.71
<u>30-800-62300</u>	UTILITIES OTHER-PKS	4,500.00	4,500.00	261.65	1,122.27	3,377.73
<u>30-800-70000</u>	VEHICLE EXPENSE FUEL-PKS	3,000.00	3,000.00	374.99	658.05	2,341.95
<u>30-800-71000</u>	VEHICLE EXPENSE OTHER-PKS	1,000.00	1,000.00	35.90	76.46	923.54
<u>30-800-90000</u>	SALARIES-PKS	174,482.55	174,482.55	22,100.41	61,090.21	113,392.34
<u>30-800-90500</u>	SALARIES OVERTIME-PKS	250.00	250.00	45.87	201.24	48.76
<u>30-800-91000</u>	SALARIES SEASONAL-PKS	140,000.00	140,000.00	7,222.38	25,323.38	114,676.62
<u>30-800-91500</u>	PAYROLL TAXES-PKS	23,604.94	23,604.94	2,246.69	6,625.90	16,979.04
<u>30-800-92000</u>	RETIREMENT-PKS	12,122.81	12,122.81	1,265.15	3,016.64	9,106.17
<u>30-800-93000</u>	GROUP INSURANCE-PKS	52,500.00	52,500.00	6,152.02	21,348.71	31,151.29
<u>30-800-95100</u>	CAPITAL ASSET EXP-PKS	27,100.00	27,100.00	8,868.92	15,774.01	11,325.99

Income Statement

For Fiscal: 2016 Period Ending: 04/30/2016

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<u>30-800-95500</u> CAPITAL ASSET EXP EQUIPMENT-PKS	8,600.00	8,600.00	550.06	1,950.38	6,649.62
<u>30-800-96000</u> PRINCIPAL EXPENSE-PKS	175,000.00	175,000.00	0.00	0.00	175,000.00
<u>30-800-96200</u> INTEREST EXPENSE-PKS	120,100.00	120,100.00	0.00	0.00	120,100.00
<u>30-800-96400</u> FISCAL AGENT FEES	1,500.00	1,500.00	0.00	750.00	750.00
Department: 800 - Parks Total:	978,060.30	978,060.30	68,869.16	198,348.93	779,711.37
Expense Total:	978,060.30	978,060.30	68,869.16	198,348.93	779,711.37
Fund: 30 - PARKS FUND Surplus (Deficit):	32,939.70	32,939.70	-36,961.16	108,650.12	-75,710.42
Total Surplus (Deficit):	-802,827.32	-802,827.32	-37,380.90	347,332.14	-1,150,159.46



City of Willard, MO

# City of Willard Pending Expense Approval Report

By Vendor Name

Post Dates 6/13/2016 - 6/13/2016

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: AJP100 - A&amp;J POWER SYSTEMS LLC</b>					
<b>Vendor: AJP100 - A&amp;J POWER SYSTEMS LLC</b>					
A&J POWER SYSTEMS LLC	5502	06/13/2016	PD GENERATOR MUFFLER,INS	10-200-95500	2,750.00
A&J POWER SYSTEMS LLC	5503	06/13/2016	PD GENERATOR CONCRETE PA	10-200-95500	2,799.54
A&J POWER SYSTEMS LLC	5504	06/13/2016	PD GENERATOR TANK & SHUT	10-200-95500	1,313.80
<b>Vendor AJP100 - A&amp;J POWER SYSTEMS LLC Total:</b>					<b>6,863.34</b>
<b>Vendor AJP100 - A&amp;J POWER SYSTEMS LLC Total:</b>					<b>6,863.34</b>
<b>Vendor: ACE150 - AC ELECTRICAL SYSTEMS, INC.</b>					
<b>Vendor: ACE150 - AC ELECTRICAL SYSTEMS, INC.</b>					
AC ELECTRICAL SYSTEMS, INC.	166551	06/13/2016	LIFT STATION B CONTRACT LA	20-700-55600	123.75
AC ELECTRICAL SYSTEMS, INC.	166561	06/13/2016	WELL #2 CONTRACT LABOR &	20-600-50130	40.76
AC ELECTRICAL SYSTEMS, INC.	166561	06/13/2016	WELL #2 CONTRACT LABOR &	20-600-55600	144.38
<b>Vendor ACE150 - AC ELECTRICAL SYSTEMS, INC. Total:</b>					<b>308.89</b>
<b>Vendor ACE150 - AC ELECTRICAL SYSTEMS, INC. Total:</b>					<b>308.89</b>
<b>Vendor: BOU100 - CHERYL BOUTON</b>					
<b>Vendor: BOU100 - CHERYL BOUTON</b>					
CHERYL BOUTON	052716	06/13/2016	MACA CONF MEAL REIMBURS	10-200-56910	31.98
<b>Vendor BOU100 - CHERYL BOUTON Total:</b>					<b>31.98</b>
<b>Vendor BOU100 - CHERYL BOUTON Total:</b>					<b>31.98</b>
<b>Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES</b>					
<b>Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES</b>					
COMMERCE CREDIT CARD SE	0552248415	06/13/2016	STAMPS.COM STAMP ROLLS	10-100-50700	55.85
COMMERCE CREDIT CARD SE	1349980	06/13/2016	CAPITAL PLAZA HOTEL & MEA	10-200-56900	328.30
COMMERCE CREDIT CARD SE	11916880	06/13/2016	SONDRA BASHOR NOTARY FE	10-200-55800	26.25
COMMERCE CREDIT CARD SE	0020	06/13/2016	OTO MEETING MEAL EXPENSE	10-100-56900	7.23
COMMERCE CREDIT CARD SE	0020	06/13/2016	OTO MEETING MEAL EXPENSE	10-400-56900	7.23
COMMERCE CREDIT CARD SE	460787	06/13/2016	MACHS LICENSE BACKGROUN	10-400-56400	13.25
COMMERCE CREDIT CARD SE	34601605835	06/13/2016	MO DNR SEWER CONNECT FE	20-25750	2,126.70
COMMERCE CREDIT CARD SE	461652	06/13/2016	MACHS SOLICITOR'S LICENSE	10-100-56400	61.75
COMMERCE CREDIT CARD SE	9738763665	06/13/2016	STAPLES OFFICE SUPPLIES - AL	10-100-50700	40.00
COMMERCE CREDIT CARD SE	9738763665	06/13/2016	STAPLES OFFICE SUPPLIES - AL	10-200-50700	33.99
COMMERCE CREDIT CARD SE	9738763665	06/13/2016	STAPLES OFFICE SUPPLIES - AL	20-600-50700	49.74
COMMERCE CREDIT CARD SE	9738763665	06/13/2016	STAPLES OFFICE SUPPLIES - AL	20-700-50700	49.71
COMMERCE CREDIT CARD SE	9738763665	06/13/2016	STAPLES OFFICE SUPPLIES - AL	30-800-50700	25.99
<b>Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total:</b>					<b>2,825.99</b>
<b>Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total:</b>					<b>2,825.99</b>
<b>Vendor: EXP100 - Express Press</b>					
<b>Vendor: EXP100 - Express Press</b>					
Express Press	30103	06/13/2016	LIFE GUARD SHIRTS	30-800-50180	217.21
<b>Vendor EXP100 - Express Press Total:</b>					<b>217.21</b>
<b>Vendor EXP100 - Express Press Total:</b>					<b>217.21</b>
<b>Vendor: FLY200 - FLYNN DRILLING CO., INC.</b>					
<b>Vendor: FLY200 - FLYNN DRILLING CO., INC.</b>					
FLYNN DRILLING CO., INC.	244	06/13/2016	ANNUAL WELLS INSPECTIONS	20-600-56400	800.00
<b>Vendor FLY200 - FLYNN DRILLING CO., INC. Total:</b>					<b>800.00</b>
<b>Vendor FLY200 - FLYNN DRILLING CO., INC. Total:</b>					<b>800.00</b>
<b>Vendor: GHN100 - GHN ARCHITECTS + ENGINEERS</b>					
<b>Vendor: GHN100 - GHN ARCHITECTS + ENGINEERS</b>					
GHN ARCHITECTS + ENGINEER	16522.00-001	06/13/2016	CITY HALL DESIGN DEVELOPM	10-100-95100	474.24
GHN ARCHITECTS + ENGINEER	16522.00-001	06/13/2016	CITY HALL DESIGN DEVELOPM	10-300-95100	474.24

City of Willard Pending Expense Approval Report

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
GHN ARCHITECTS + ENGINEER	16522.00-001	06/13/2016	CITY HALL DESIGN DEVELOPM	10-400-95100	474.24
GHN ARCHITECTS + ENGINEER	16522.00-001	06/13/2016	CITY HALL DESIGN DEVELOPM	20-600-95100	948.48
GHN ARCHITECTS + ENGINEER	16522.00-001	06/13/2016	CITY HALL DESIGN DEVELOPM	20-700-95100	948.48
Vendor GHN100 - GHN ARCHITECTS + ENGINEERS Total:					3,319.68
Vendor GHN100 - GHN ARCHITECTS + ENGINEERS Total:					3,319.68
Vendor: HVR100 - HALVERSON, CAROLYN					
Vendor: HVR100 - HALVERSON, CAROLYN					
HALVERSON, CAROLYN	051816	06/13/2016	OTO MEETING MILEAGE REIM	10-100-56900	9.93
HALVERSON, CAROLYN	051816	06/13/2016	OTO MEETING MILEAGE REIM	10-400-56900	9.94
Vendor HVR100 - HALVERSON, CAROLYN Total:					19.87
Vendor HVR100 - HALVERSON, CAROLYN Total:					19.87
Vendor: TRH100 - HOFFMAN, TREVOR					
Vendor: TRH100 - HOFFMAN, TREVOR					
HOFFMAN, TREVOR	052416	06/13/2016	TELEPHONE REIMBURSEMEN	20-600-61000	25.00
HOFFMAN, TREVOR	052416	06/13/2016	TELEPHONE REIMBURSEMEN	20-700-61000	25.00
Vendor TRH100 - HOFFMAN, TREVOR Total:					50.00
Vendor TRH100 - HOFFMAN, TREVOR Total:					50.00
Vendor: HOW550 - HOWALD'S LLC					
Vendor: HOW550 - HOWALD'S LLC					
HOWALD'S LLC	2159	06/13/2016	REPAIR BROKEN WATER LINE	20-600-51000	980.00
Vendor HOW550 - HOWALD'S LLC Total:					980.00
Vendor HOW550 - HOWALD'S LLC Total:					980.00
Vendor: INF100 - INFINSOURCE INC					
Vendor: INF100 - INFINSOURCE INC					
INFINSOURCE INC	757414	06/13/2016	MONTHLY TIME CLOCK LEASE	30-800-55800	74.00
Vendor INF100 - INFINSOURCE INC Total:					74.00
Vendor INF100 - INFINSOURCE INC Total:					74.00
Vendor: KPM100 - KPM CPAs					
Vendor: KPM100 - KPM CPAs					
KPM CPAs	5949	06/13/2016	2015 AUDIT FEES - FINAL BILLI	10-100-55400	1,225.00
KPM CPAs	5949	06/13/2016	2015 AUDIT FEES - FINAL BILLI	20-600-55400	1,050.00
KPM CPAs	5949	06/13/2016	2015 AUDIT FEES - FINAL BILLI	20-700-55400	1,050.00
KPM CPAs	5949	06/13/2016	2015 AUDIT FEES - FINAL BILLI	30-800-55400	175.00
Vendor KPM100 - KPM CPAs Total:					3,500.00
Vendor KPM100 - KPM CPAs Total:					3,500.00
Vendor: KUB275 - KUBOTA OF THE OZARKS					
Vendor: KUB275 - KUBOTA OF THE OZARKS					
KUBOTA OF THE OZARKS	KC113420	06/13/2016	LAWN MOWER TIRE & WHEEL	10-300-50130	31.87
KUBOTA OF THE OZARKS	KC113420	06/13/2016	LAWN MOWER TIRE & WHEEL	20-600-50130	31.87
KUBOTA OF THE OZARKS	KC113420	06/13/2016	LAWN MOWER TIRE & WHEEL	20-700-50130	31.88
Vendor KUB275 - KUBOTA OF THE OZARKS Total:					95.62
Vendor KUB275 - KUBOTA OF THE OZARKS Total:					95.62
Vendor: LEG250 - LEGALSHIELD					
Vendor: LEG250 - LEGALSHIELD					
LEGALSHIELD	053116	06/13/2016	GROUP #0037302 LAW INSUR	10-200-93000	53.85
Vendor LEG250 - LEGALSHIELD Total:					53.85
Vendor LEG250 - LEGALSHIELD Total:					53.85
Vendor: MED230 - MEDIACOM					
Vendor: MED230 - MEDIACOM					
MEDIACOM	052016	06/13/2016	ONLINE SERVICE - POOL	30-800-62300	76.95
Vendor MED230 - MEDIACOM Total:					76.95
Vendor MED230 - MEDIACOM Total:					76.95

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount	
<b>Vendor: NLETCI - NATIONAL LAW ENFORCEMENT TRAINING CENTER INC</b>						
<b>Vendor: NLETCI - NATIONAL LAW ENFORCEMENT TRAINING CENTER INC</b>						
NATIONAL LAW ENFORCEME	2115	06/13/2016	LVNR INSTRUCTOR CERT CLAS	10-200-56900	425.00	
					<b>Vendor NLETCI - NATIONAL LAW ENFORCEMENT TRAINING CENTER INC Total:</b>	<b>425.00</b>
					<b>Vendor NLETCI - NATIONAL LAW ENFORCEMENT TRAINING CENTER INC Total:</b>	<b>425.00</b>
<b>Vendor: OLS140 - OLSSON ASSOCIATES</b>						
<b>Vendor: OLS140 - OLSSON ASSOCIATES</b>						
OLSSON ASSOCIATES	253263	06/13/2016	PROJECT 014-3273 WASTEWA	20-700-56400	5,240.00	
					<b>Vendor OLS140 - OLSSON ASSOCIATES Total:</b>	<b>5,240.00</b>
					<b>Vendor OLS140 - OLSSON ASSOCIATES Total:</b>	<b>5,240.00</b>
<b>Vendor: ORE145 - O'REILLY AUTOMOTIVE, INC</b>						
<b>Vendor: ORE145 - O'REILLY AUTOMOTIVE, INC</b>						
O'REILLY AUTOMOTIVE, INC	2367-59080	06/13/2016	BRAKE FLUID	30-800-51000	6.69	
O'REILLY AUTOMOTIVE, INC	2367-438398	06/13/2016	TRUCK 6 FUEL MODULE DISC	20-600-50130	4.49	
O'REILLY AUTOMOTIVE, INC	2367-438398	06/13/2016	TRUCK 6 FUEL MODULE DISC	20-700-50130	4.50	
O'REILLY AUTOMOTIVE, INC	2367-438410	06/13/2016	FUEL PUMP ASSEMBLY - W/S	20-600-50130	98.22	
O'REILLY AUTOMOTIVE, INC	2367-438410	06/13/2016	FUEL PUMP ASSEMBLY - W/S	20-700-50130	98.22	
O'REILLY AUTOMOTIVE, INC	2367-440476	06/13/2016	CAR WASH DETERGENT - PD	10-200-71000	4.99	
					<b>Vendor ORE145 - O'REILLY AUTOMOTIVE, INC Total:</b>	<b>217.11</b>
					<b>Vendor ORE145 - O'REILLY AUTOMOTIVE, INC Total:</b>	<b>217.11</b>
<b>Vendor: OZA255 - OZARKS COCA COLA</b>						
<b>Vendor: OZA255 - OZARKS COCA COLA</b>						
OZARKS COCA COLA	25599909	06/13/2016	CONCESSIONS SOFT DRINKS -	30-800-50200	32.56	
OZARKS COCA COLA	25599911	06/13/2016	CONCESSIONS SOFT DRINKS -	30-800-50200	32.56	
					<b>Vendor OZA255 - OZARKS COCA COLA Total:</b>	<b>65.12</b>
					<b>Vendor OZA255 - OZARKS COCA COLA Total:</b>	<b>65.12</b>
<b>Vendor: RFC100 - REPUBLIC FAMILY MEDICAL WALK-IN CLINIC</b>						
<b>Vendor: RFC100 - REPUBLIC FAMILY MEDICAL WALK-IN CLINIC</b>						
REPUBLIC FAMILY MEDICAL W	04262016	06/13/2016	S BASHOR LAB UDS SCREEN -	10-200-56400	61.00	
					<b>Vendor RFC100 - REPUBLIC FAMILY MEDICAL WALK-IN CLINIC Total:</b>	<b>61.00</b>
					<b>Vendor RFC100 - REPUBLIC FAMILY MEDICAL WALK-IN CLINIC Total:</b>	<b>61.00</b>
<b>Vendor: REP100 - REPUBLIC PRINTING INC</b>						
<b>Vendor: REP100 - REPUBLIC PRINTING INC</b>						
REPUBLIC PRINTING INC	035324	06/13/2016	UTILITY BILLING ENVELOPES	20-600-50700	297.47	
REPUBLIC PRINTING INC	035324	06/13/2016	UTILITY BILLING ENVELOPES	20-700-50700	297.48	
					<b>Vendor REP100 - REPUBLIC PRINTING INC Total:</b>	<b>594.95</b>
					<b>Vendor REP100 - REPUBLIC PRINTING INC Total:</b>	<b>594.95</b>
<b>Vendor: ROJ100 - Rowe, Jennifer</b>						
<b>Vendor: ROJ100 - Rowe, Jennifer</b>						
Rowe, Jennifer	051816	06/13/2016	SWMOCCFOA MTG MILEAGE	10-100-56900	48.37	
					<b>Vendor ROJ100 - Rowe, Jennifer Total:</b>	<b>48.37</b>
					<b>Vendor ROJ100 - Rowe, Jennifer Total:</b>	<b>48.37</b>
<b>Vendor: STI150 - SAWYER TIRE INC.</b>						
<b>Vendor: STI150 - SAWYER TIRE INC.</b>						
SAWYER TIRE INC.	627202	06/13/2016	PD CAR #1 OIL CHANGE & TIR	10-200-71000	34.95	
SAWYER TIRE INC.	627394	06/13/2016	PD CAR #6 OIL CHANGE & FILT	10-200-71000	34.95	
					<b>Vendor STI150 - SAWYER TIRE INC. Total:</b>	<b>69.90</b>
					<b>Vendor STI150 - SAWYER TIRE INC. Total:</b>	<b>69.90</b>
<b>Vendor: SGC500 - SGC - OFFICE OF EM</b>						
<b>Vendor: SGC500 - SGC - OFFICE OF EM</b>						
SGC - OFFICE OF EM	845	06/13/2016	ROUTINE WATER TESTS	20-600-56400	117.00	
					<b>Vendor SGC500 - SGC - OFFICE OF EM Total:</b>	<b>117.00</b>
					<b>Vendor SGC500 - SGC - OFFICE OF EM Total:</b>	<b>117.00</b>

City of Willard Pending Expense Approval Report

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: STG100 - Summit Truck Group</b>					
Vendor: STG100 - Summit Truck Group					
Summit Truck Group	140205785	06/13/2016	DUMP TRUCK ESC BOOT REPA	20-600-71000	726.49
Summit Truck Group	140205785	06/13/2016	DUMP TRUCK ESC BOOT REPA	20-700-71000	726.48
Vendor STG100 - Summit Truck Group Total:					1,452.97
Vendor STG100 - Summit Truck Group Total:					1,452.97
<b>Vendor: WTM100 - WATER MOVERS EQUIPMENT RENTAL</b>					
Vendor: WTM100 - WATER MOVERS EQUIPMENT RENTAL					
WATER MOVERS EQUIPMENT	9000349266	06/13/2016	PUMP, HOSE, & FLOAT RENTA	20-700-51000	3,087.00
Vendor WTM100 - WATER MOVERS EQUIPMENT RENTAL Total:					3,087.00
Vendor WTM100 - WATER MOVERS EQUIPMENT RENTAL Total:					3,087.00
<b>Vendor: WCA150 - WCA WASTE CORPORATION</b>					
Vendor: WCA150 - WCA WASTE CORPORATION					
WCA WASTE CORPORATION	001-0002165713	06/13/2016	CITIZEN WASTE REMOVAL	20-600-56600	6,030.22
Vendor WCA150 - WCA WASTE CORPORATION Total:					6,030.22
Vendor WCA150 - WCA WASTE CORPORATION Total:					6,030.22
<b>Vendor: WTV100 - WILLARD HOME CENTER LLC</b>					
Vendor: WTV100 - WILLARD HOME CENTER LLC					
WILLARD HOME CENTER LLC	A39056	06/13/2016	ELEC OUTLET & PLATE, GROU	10-200-51000	5.96
WILLARD HOME CENTER LLC	A39060	06/13/2016	ELECTRICAL BOX COVER	10-200-51000	2.49
Vendor WTV100 - WILLARD HOME CENTER LLC Total:					8.45
Vendor WTV100 - WILLARD HOME CENTER LLC Total:					8.45
<b>Vendor: WIN100 - WINDSTREAM COMMUNICATIONS</b>					
Vendor: WIN100 - WINDSTREAM COMMUNICATIONS					
WINDSTREAM COMMUNICATI	15367547	06/13/2016	TELEPHONE SERVICE - ALL DE	10-100-61000	641.31
WINDSTREAM COMMUNICATI	15367547	06/13/2016	TELEPHONE SERVICE - ALL DE	10-200-61000	641.29
WINDSTREAM COMMUNICATI	15367547	06/13/2016	TELEPHONE SERVICE - ALL DE	20-600-61000	641.29
WINDSTREAM COMMUNICATI	15367547	06/13/2016	TELEPHONE SERVICE - ALL DE	20-700-61000	641.29
WINDSTREAM COMMUNICATI	15367547	06/13/2016	TELEPHONE SERVICE - ALL DE	30-800-61000	641.29
Vendor WIN100 - WINDSTREAM COMMUNICATIONS Total:					3,206.47
Vendor WIN100 - WINDSTREAM COMMUNICATIONS Total:					3,206.47
<b>Vendor: ZOT100 - ZOTTS CREAMERY</b>					
Vendor: ZOT100 - ZOTTS CREAMERY					
ZOTTS CREAMERY	00000043	06/13/2016	ICE CREAM CONCESSIONS - P	30-800-50200	80.00
Vendor ZOT100 - ZOTTS CREAMERY Total:					80.00
Vendor ZOT100 - ZOTTS CREAMERY Total:					80.00
Grand Total:					39,920.94

**Report Summary**

**Fund Summary**

Fund	Expense Amount
10 - GENERAL FUND	12,122.79
20 - WATER AND SEWER FUND	26,435.90
30 - PARKS FUND	1,362.25
<b>Grand Total:</b>	<b>39,920.94</b>

**Account Summary**

Account Number	Account Name	Expense Amount
10-100-50700	OFFICE SUPPLIES-GCG	95.85
10-100-55400	AUDIT EXPENSE-GCG	1,225.00
10-100-56400	PROFESSIONAL-GCG	61.75
10-100-56900	TRAVEL AND TRAINING-	65.53
10-100-61000	TELEPHONE-GCG	641.31
10-100-95100	CAPITAL ASSET EXP-GCG	474.24
10-200-50700	OFFICE EXPENSE-LAW	33.99
10-200-51000	REPAIRS & MAINTENAN	8.45
10-200-55800	DUES AND SUBSCRIPTIO	26.25
10-200-56400	PROFESSIONAL-LAW	61.00
10-200-56900	TRAVEL & TRAINING-LA	753.30
10-200-56910	TRAVEL AND TRAINING -	31.98
10-200-61000	TELEPHONE-LAW	641.29
10-200-71000	VEHICLE EXPENSE OTHE	74.89
10-200-93000	GROUP INSURANCE-LA	53.85
10-200-95500	CAPITAL ASSET EXP EQUI	6,863.34
10-300-50130	SUPPLIES-STREETS	31.87
10-300-95100	CAPITAL ASSET EXP-STRE	474.24
10-400-56400	PROFESSIONAL-P&D	13.25
10-400-56900	TRAVEL & TRAINING-P&	17.17
10-400-95100	CAPITAL ASSET EXP-P&D	474.24
20-25750	WATER POLLUTION SERV	2,126.70
20-600-50130	SUPPLIES-WATER	175.34
20-600-50700	OFFICE SUPPLIES-WATER	347.21
20-600-51000	REPAIRS AND MAINTEN	980.00
20-600-55400	AUDIT EXPENSE-WATER	1,050.00
20-600-55600	CONTRACT LABOR-WAT	144.38
20-600-56400	PROFESSIONAL-WATER	917.00
20-600-56600	TRASH EXPENSE-WATER	6,030.22
20-600-61000	TELEPHONE WATER	666.29
20-600-71000	VEHICLE EXPENSE OTHE	726.49
20-600-95100	CAPITAL ASSET EXP-WAT	948.48
20-700-50130	SUPPLIES-SEWER	134.60
20-700-50700	OFFICE SUPPLIES-SEWER	347.19
20-700-51000	REPAIRS AND MAINTEN	3,087.00
20-700-55400	AUDIT EXPENSE-SEWER	1,050.00
20-700-55600	CONTRACT LABOR-SEWE	123.75
20-700-56400	PROFESSIONAL-SEWER	5,240.00
20-700-61000	TELEPHONE-SEWER	666.29
20-700-71000	VEHICLE EXPENSE OTHE	726.48
20-700-95100	CAPITAL ASSET EXP-SEW	948.48
30-800-50180	SUPPLIES SPORTS-PKS	217.21
30-800-50200	CONCESSIONS-PKS	145.12
30-800-50700	OFFICE SUPPLIES-PKS	25.99
30-800-51000	REPAIRS AND MAINTEN	6.69
30-800-55400	AUDIT EXPENSE-PKS	175.00
30-800-55800	DUES AND SUBSCRIPTIO	74.00
30-800-61000	TELEPHONE-PKS	641.29

**Account Summary**

Account Number	Account Name	Expense Amount
30-800-62300	UTILITIES OTHER-PKS	<u>76.95</u>
	Grand Total:	<u>39,920.94</u>

**Project Account Summary**

Project Account Key	Expense Amount
**None**	<u>39,920.94</u>
Grand Total:	<u>39,920.94</u>

# Parks and Recreation - Director's Report – June 23, 2016

## Project Report

- **New Programs for 2016**
  - Dive-In Movie Nights @ THE WAC – Planning in Progress
  - Late Summer / Fall Concert in the Park – Planning in Progress
  - Other programs are in the planning stages
- **2016 Capital Improvements**
  - Jackson Park Pavilion Roof – Project Complete
  - Small Pavilion – Project Complete
  - Baseball Field Repairs – Project Completed
  - Baseball Dugouts – Project Completed
  - Baseball Bathrooms – Project Underway
  - GYM Floor Resurfacing – Project Completed
  - Pool Feature – Project Completed
  - Rec. Center Parking Lot – Project Out for Bid #2
- **Summer Baseball/Softball**
  - Resident: 195
  - Non-Resident: 153
- **Summer Adventure Camp**
  - Week #1: 117 Kids
  - Week #2: 99 Kids
  - Week #3: 92 Kids
  - Week #4: 87 Kids
  - Week #5: 84
  - Enrolment as of June 20 – 220 Kids – Revenue: \$36,996.00

## Upcoming Programs / Events

- **Youth Baseball / Softball:** May 31
- **Adult Basketball:** Week of June 27
- **Adult Volleyball:** Week of June 27
- **THE WAC Opening Day:** May 21 – Revenue as of June 19: \$35,504.35
- **Summer Adventure Camp First Day:** May 23
- **Freedom Fest:** June 25
- **Back to School Dance:** Aug. 26

## Other Information

- **Website – Visitors From 6/6/16 to 6/20/16**
  - www.willardparks.com – 1,725 unique visitors, 5,838 visitors
  - www.willardfreedomfest.com – 1,861 unique visitors, 4,260 visitors
  - www.willardaquatics.com – 11,638 unique visitors, 4,584 visitors
- **Facebook – 1626 likes as of 6/20/16**
  - <https://www.facebook.com/WillardParksAndRec>
- **Open Gym – Visitors From 4/19/16 to 6/20/16**
  - Individual Registrations: 121
  - Individual Sign-In: 580

