

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

July 13, 2020

7:00 p.m.

Willard Community Building

Mayor

Corey Hendrickson

Board Members

Clark McEntire

Donna Stewart

Sam Baird

Samuel Snider

Larry Whitman-Mayor Pro-Tem

www.cityofwillard.org

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

**July 13, 2020
7:00 P.M.**

Posted July 8, 2020.

Notice is hereby given that the City of Willard, Missouri, Board of Aldermen will conduct a meeting at **7:00 p.m.** July 13, 2020 at the Willard Community Building, 220 W. Jackson, Willard, MO.

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 June 22, 2020.
 - b. June/July 2020 Outstanding Invoices, Check and Draft Paid Invoices.
 - c. Department Head Reports.
- 4. Discussion/Vote on current Outstanding Invoices, draft and Check Paid Invoices for June/July 2020.**
 - 5. Citizen Input.**
 - 6. Ordinance amending the 2020 Budget. (2nd Read) Discussion/Vote.**
 - 7. Ordinance accepting the contract with Tyler Technologies for Utility Billing Software. (1st & 2nd Read) Discussion/Vote.**
 - 8. Code of Ethics Ordinance. (2nd Read) Discussion/Vote.**
 - 9. New Business.**
 - 10. Unfinished Business.**

- 11. Recess Open Session.**
- 12. Open Executive Session.**
- 13. Close Executive Session.**
- 14. Adjourn Meeting.**

THE TENTATIVE AGENDA SHOWS THIS MEETING CLOSED PURSUANT TO RSMO SECTION 610.021 # (1) LEGAL and (2) REAL ESTATE.

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

CITY OF WILLARD, MISSOURI

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



Agenda Item# 3

"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 June 22, 2020.
- b. June/July 2020 Outstanding Invoices, Check and Draft Paid Invoices.
- c. Department Head Reports.

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
June 22, 2020
7:00 p.m.**

Staff present: City Administrator, Brad Gray; City Clerk, Jennifer Rowe; Parks Director, Jason Knight; Director of Development, Randy Brown; Director of Finance, Carolyn Halverson.

The City Attorney Ken Reynolds was not present.

Citizens in attendance: Jon Jones.

Call to Order.

Mayor Hendrickson called the meeting to order at 7:10 p.m.

The City Clerk swore in newly re-elected Aldermen Stewart and Baird.

Roll Call.

The City Clerk conducted the Roll Call. Alderman McEntire-present, Alderman Snider-present, Alderman Stewart-present, Alderman Whitman-present, Alderman Baird-present and Mayor Hendrickson-present.

Agenda Amendments/Agenda Approval.

was made by Alderman Baird and seconded by Alderman Stewart to approve the Agenda. Motion carried with a vote of 5-0. Voting aye: Aldermen McEntire, Snider, Stewart, Whitman and Baird.

Consent Agenda.

Motion was made by Alderman McEntire and seconded by Alderman Stewart to approve the Consent Agenda. Motion carried with a vote of 5-0. Voting aye: Aldermen McEntire, Snider, Stewart, Whitman and Baird.

Discussion/Vote to approve current May/June 2020 Outstanding Invoices, Check and Draft Paid Invoices.

Motion was made by Alderman Stewart and seconded by Alderman McEntire to approve the current May/June 2020 Outstanding Invoices, Check and Draft Paid Invoices. Motion carried with a vote of 5-0. Voting aye: Aldermen McEntire, Snider, Stewart, Whitman and Baird.

Ceremonial Matters.

a. Election of Mayor Pro-Tem:

Motion was made by Alderman Snider and seconded by Alderman Baird to elected Alderman Whitman as Mayor Pro-Tem. Motion carried with a vote of 5-0. Voting aye: Aldermen McEntire, Snider, Stewart, Whitman and Baird.

b. Election of P&Z Representative:

Motion was made by Alderman Snider and seconded by Alderman Stewart to elect Alderman Whitman to serve as the P&Z Representative. Motion carried with a vote of 5-0. Voting aye: Aldermen McEntire, Snider, Stewart, Whitman and Baird.

Citizen Input.

Jon Jones, 513 Cedar, stated he enjoyed being on the Board and would be open to serving again in the future. He thanked everyone for their willingness to serve and stated he enjoyed working with them.

Ordinance amending the 2020 Budget. (1st Read) Discussion/Vote.

City Administrator Brad Gray gave an outline of the budget and current year.

Finance Director Carolyn Halverson went over the proposed amendments to the 2020 Budget.

Alderman Snider left at this time.

Discussion was made on tax revenue and future budgets.

The first read was conducted by the City Clerk.

Motion made by Alderman Stewart and seconded by Alderman McEntire to amend the 2020 Budget. Motion carried with a vote of 4-0. Voting aye: Aldermen McEntire, Stewart, Whitman and Baird.

Code of Ethics Ordinance. (1st Read) Discussion/Vote.

City Clerk Jennifer Rowe informed the Board that this was the routine Ordinance as required by the Missouri Ethics Commission. It prevents all running for office from having to file the long form with the Ethics Commission.

The first read was conducted by the City Clerk.

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

Ordinance accepting the contract with Hunter Chase & Associates for the Hunt Road Sidewalk Project. (1st & 2nd Read) Discussion/Vote.

Director of Development Randy Brown stated that MoDOT gave concurrence on the bid by Hunter Chase & Associates. Total amount will be \$218,481.00 which is the base bid and the alternate. Discussion was made on what all would be included.

The first read was conducted by the City Clerk.

Motion was made by Alderman McEntire and seconded by Alderman Baird to accept the contract with Hunter Chase & Associates for the Hunt Road Sidewalk Project. Motion carried with a vote of 4-0. Voting aye: Aldermen McEntire, Stewart, Whitman and Baird.

The second read was conducted by the City Clerk.

Motion was made by Alderman Whitman and seconded by Alderman Stewart to accept the contract with Hunter Chase & Associates for the Hunt Road Sidewalk Project. Motion carried with a vote of 4-0. Voting aye: Aldermen McEntire, Stewart, Whitman and Baird.

New Business.

Discussion was made on potential food truck areas in town.

Unfinished Business.

Discussion was made on the Light the Sky event this Saturday in place of Freedom Fest. Discussion was then made on Gauge Crossing and the stormwater improvements that were taking place.

Adjourn.

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

The meeting was adjourned at 8:33 p.m.

Jennifer Rowe, City Clerk

Corey Hendrickson, Mayor of Willard

**CITY OF WILLARD
BOARD OF ALDERMEN**



**AGENDA ITEM # 3b
FINANCE DEPARTMENT**

ACTION REQUIRED: APPROVAL REQUESTED

- **Outstanding Invoices – June & July 2020**



City of Willard, MO

Pending Expense Approval Report - 1

By Vendor Name

Post Dates 06/24/2020 - 07/07/2020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: APAC100 - APAC CENTRAL, INC					
Vendor: APAC100 - APAC CENTRAL, INC					
APAC CENTRAL, INC	7001410991	06/26/2020	ASPHALT - STS	10-300-51000	461.61
Vendor APAC100 - APAC CENTRAL, INC Total:					461.61
Vendor APAC100 - APAC CENTRAL, INC Total:					461.61
Vendor: BPT100 - BALL & PRIER TIRE & WHEEL					
Vendor: BPT100 - BALL & PRIER TIRE & WHEEL					
BALL & PRIER TIRE & WHEEL	554606	07/07/2020	FORD TRUCK TIRES - W/S/STS	10-300-71000	145.60
BALL & PRIER TIRE & WHEEL	554606	07/07/2020	FORD TRUCK TIRES - W/S/STS	20-600-71000	291.20
BALL & PRIER TIRE & WHEEL	554606	07/07/2020	FORD TRUCK TIRES - W/S/STS	20-700-71000	291.20
Vendor BPT100 - BALL & PRIER TIRE & WHEEL Total:					728.00
Vendor BPT100 - BALL & PRIER TIRE & WHEEL Total:					728.00
Vendor: CSC200 - CHRIS STRAW CONSULTING, LLC					
Vendor: CSC200 - CHRIS STRAW CONSULTING, LLC					
CHRIS STRAW CONSULTING, L	032420	07/07/2020	MIDDLE SCHOOL HVAC	10-400-56400	210.00
CHRIS STRAW CONSULTING, L	062320	06/26/2020	UPGRADE PLAN REVIEW - P&D DOMINO'S PIZZA PLAN	10-400-56400	210.00
CHRIS STRAW CONSULTING, L	063020	07/02/2020	REVIEW - P&D MIDDLE SCHOOL INSPECTION	10-400-56400	45.00
Vendor CSC200 - CHRIS STRAW CONSULTING, LLC Total:					465.00
Vendor CSC200 - CHRIS STRAW CONSULTING, LLC Total:					465.00
Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES					
Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES					
COMMERCE CREDIT CARD SE	635140	06/26/2020	GREENE COUNTY RECORDER	10-400-56400	70.75
COMMERCE CREDIT CARD SE	29045457	07/02/2020	PLAT FEES - P&D LINGO COMM LIFT STATION	20-700-61000	46.47
COMMERCE CREDIT CARD SE	5882629	07/02/2020	TELEPHONE - SEWER AMAZON FOLDING MACHINE	20-600-52000	4.50
COMMERCE CREDIT CARD SE	5882629	07/02/2020	SURGE PROTECTOR - W/S AMAZON FOLDING MACHINE	20-700-52000	4.49
COMMERCE CREDIT CARD SE	8514641	07/02/2020	SURGE PROTECTOR - W/S AMAZON NITRILE GLOVES -	10-100-50130	7.04
COMMERCE CREDIT CARD SE	8514641	07/02/2020	GEN/W/S AMAZON NITRILE GLOVES -	20-600-50130	7.03
COMMERCE CREDIT CARD SE	8514641	07/02/2020	GEN/W/S AMAZON NITRILE GLOVES -	20-700-50130	7.03
COMMERCE CREDIT CARD SE	1454615	07/02/2020	GEN/W/S AMAZON NITRILE GLOVES -	10-100-50130	3.74
COMMERCE CREDIT CARD SE	1454615	07/02/2020	GEN/CT/W/S AMAZON NITRILE GLOVES -	10-250-50130	3.75
COMMERCE CREDIT CARD SE	1454615	07/02/2020	GEN/CT/W/S AMAZON NITRILE GLOVES -	20-600-50130	3.75
COMMERCE CREDIT CARD SE	1454615	07/02/2020	GEN/CT/W/S AMAZON NITRILE GLOVES -	20-700-50130	3.75
COMMERCE CREDIT CARD SE	070120	07/02/2020	GEN/CT/W/S NEXTIVA TELEPHONE	10-100-61000	162.95
COMMERCE CREDIT CARD SE	070120	07/02/2020	EXPENSE - ALL DEPTS NEXTIVA TELEPHONE	10-200-61000	162.95
COMMERCE CREDIT CARD SE	070120	07/02/2020	EXPENSE - ALL DEPTS NEXTIVA TELEPHONE	10-250-61000	116.39
COMMERCE CREDIT CARD SE	070120	07/02/2020	EXPENSE - ALL DEPTS NEXTIVA TELEPHONE	10-300-61000	116.40

Pending Expense Approval Report - 1

Post Dates: 06/24/2020 - 07/07/2020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COMMERCE CREDIT CARD SE	070120	07/02/2020	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	10-400-61000	116.39
COMMERCE CREDIT CARD SE	070120	07/02/2020	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	20-600-61000	162.95
COMMERCE CREDIT CARD SE	070120	07/02/2020	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	20-700-61000	162.95
COMMERCE CREDIT CARD SE	070120	07/02/2020	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	30-800-61000	162.95
COMMERCE CREDIT CARD SE	FFL 5-75-441-01-0L-62426	07/07/2020	CDNN SPORTS AMMUNITION - LAW	10-200-52000	109.94
COMMERCE CREDIT CARD SE	03255352	07/07/2020	JOHNNY'S PUMPKIN & ZINNIA SEEDS - PKS	30-800-50210	84.62
COMMERCE CREDIT CARD SE	6687469	07/07/2020	AMAZON CARD STOCK - LAW	10-200-50700	8.49
COMMERCE CREDIT CARD SE	242400768	07/07/2020	GOTOMEETING VIDEO CONFERENCING SOFTWARE - GEN	10-100-57400	19.80
Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total:					1,549.08
Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total:					1,549.08
Vendor: CON170 - CONCO COMPANIES					
Vendor: CON170 - CONCO COMPANIES					
CONCO COMPANIES	7001412255	07/02/2020	5/8 INCH STONE - WATER	20-600-51000	50.62
Vendor CON170 - CONCO COMPANIES Total:					50.62
Vendor CON170 - CONCO COMPANIES Total:					50.62
Vendor: COX100 - COX REGIONAL SERVICES CXH					
Vendor: COX100 - COX REGIONAL SERVICES CXH					
COX REGIONAL SERVICES CXH	4858529-061220	06/26/2020	WORKMAN'S COMP INJURY OFFICE VISIT - PKS	30-800-56400	195.60
COX REGIONAL SERVICES CXH	48586529-2	07/02/2020	WORKMAN'S COMP INJURY OFFICE VISIT - PKS	30-800-56400	96.00
Vendor COX100 - COX REGIONAL SERVICES CXH Total:					291.60
Vendor COX100 - COX REGIONAL SERVICES CXH Total:					291.60
Vendor: BKM225 - DAVID BLAKEMORE					
Vendor: BKM225 - DAVID BLAKEMORE					
DAVID BLAKEMORE	070120	07/02/2020	CELL PHONE REIMBURSEMENT - W/S	20-600-61000	25.00
DAVID BLAKEMORE	070120	07/02/2020	CELL PHONE REIMBURSEMENT - W/S	20-700-61000	25.00
Vendor BKM225 - DAVID BLAKEMORE Total:					50.00
Vendor BKM225 - DAVID BLAKEMORE Total:					50.00
Vendor: DEL100 - DELL MARKETING LP					
Vendor: DEL100 - DELL MARKETING LP					
DELL MARKETING LP	3000063633665.2	07/02/2020	DELL LATITUDE 3310 LAPTOP & DOCK - PKS	30-800-95500	606.63
Vendor DEL100 - DELL MARKETING LP Total:					606.63
Vendor DEL100 - DELL MARKETING LP Total:					606.63
Vendor: EZA150 - EZ AUTO					
Vendor: EZA150 - EZ AUTO					
EZ AUTO	062920	07/02/2020	PD CAR 4 TIRE ROTATION & FLAT REPAIR - LAW	10-100-71000	30.00
Vendor EZA150 - EZ AUTO Total:					30.00
Vendor EZA150 - EZ AUTO Total:					30.00
Vendor: FRA555 - FRANK'S UNIFORMS					
Vendor: FRA555 - FRANK'S UNIFORMS					
FRANK'S UNIFORMS	3129	07/02/2020	M COLLINS UNIFORM ALLOWANCE - LAW	10-200-92500	277.80
Vendor FRA555 - FRANK'S UNIFORMS Total:					277.80
Vendor FRA555 - FRANK'S UNIFORMS Total:					277.80

Pending Expense Approval Report - 1

Post Dates: 06/24/2020 - 07/07/2020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount	
Vendor: GNC100 - GENERAL CODE						
Vendor: GNC100 - GENERAL CODE						
GENERAL CODE	GC00110686	07/07/2020	ANNUAL MAINTENANCE FEES - GEN	10-100-50700	1,195.00	
					Vendor GNC100 - GENERAL CODE Total:	1,195.00
					Vendor GNC100 - GENERAL CODE Total:	1,195.00
Vendor: HER100 - HERITAGE TRACTOR, INC						
Vendor: HER100 - HERITAGE TRACTOR, INC						
HERITAGE TRACTOR, INC	1077056	06/26/2020	TRACTOR FILTER SET - STS	10-300-71100	439.64	
					Vendor HER100 - HERITAGE TRACTOR, INC Total:	439.64
					Vendor HER100 - HERITAGE TRACTOR, INC Total:	439.64
Vendor: HIL100 - HILLYARD / SPRINGFIELD						
Vendor: HIL100 - HILLYARD / SPRINGFIELD						
HILLYARD / SPRINGFIELD	603928179	06/26/2020	HAND SANITIZER - PKS	30-800-50550	278.68	
					Vendor HIL100 - HILLYARD / SPRINGFIELD Total:	278.68
					Vendor HIL100 - HILLYARD / SPRINGFIELD Total:	278.68
Vendor: LOS200 - LAKELAND OFFICE SYSTEMS						
Vendor: LOS200 - LAKELAND OFFICE SYSTEMS						
LAKELAND OFFICE SYSTEMS	IN322455	06/26/2020	5/20 - 6/19 COPIES - LAW	10-200-50700	28.60	
LAKELAND OFFICE SYSTEMS	IN322456	06/26/2020	5/20 - 6/19 COPIES - GEN/CT/P&D/W/S	10-100-50700	19.63	
LAKELAND OFFICE SYSTEMS	IN322456	06/26/2020	5/20 - 6/19 COPIES - GEN/CT/P&D/W/S	10-250-50700	3.27	
LAKELAND OFFICE SYSTEMS	IN322456	06/26/2020	5/20 - 6/19 COPIES - GEN/CT/P&D/W/S	10-400-50700	3.27	
LAKELAND OFFICE SYSTEMS	IN322456	06/26/2020	5/20 - 6/19 COPIES - GEN/CT/P&D/W/S	20-600-50700	19.63	
LAKELAND OFFICE SYSTEMS	IN322456	06/26/2020	5/20 - 6/19 COPIES - GEN/CT/P&D/W/S	20-700-50700	19.62	
					Vendor LOS200 - LAKELAND OFFICE SYSTEMS Total:	94.02
					Vendor LOS200 - LAKELAND OFFICE SYSTEMS Total:	94.02
Vendor: LOK155 - LAW OFFICES OF KRISTOFFER BAREFIELD LLC						
Vendor: LOK155 - LAW OFFICES OF KRISTOFFER BAREFIELD LLC						
LAW OFFICES OF KRISTOFFER	05236	07/07/2020	MUNICIPAL JUDGE FEES - CT	10-250-56400	2,368.24	
					Vendor LOK155 - LAW OFFICES OF KRISTOFFER BAREFIELD LLC Total:	2,368.24
					Vendor LOK155 - LAW OFFICES OF KRISTOFFER BAREFIELD LLC Total:	2,368.24
Vendor: LOW505 - LOWE'S CREDIT SERVICES						
Vendor: LOW505 - LOWE'S CREDIT SERVICES						
LOWE'S CREDIT SERVICES	07649	06/26/2020	BATTERIES & SAW BLADES - W/S	20-600-52000	130.09	
LOWE'S CREDIT SERVICES	07649	06/26/2020	BATTERIES & SAW BLADES - W/S	20-700-52000	130.10	
LOWE'S CREDIT SERVICES	09381	07/07/2020	TANK SPRAYER - STS	10-300-50130	37.96	
					Vendor LOW505 - LOWE'S CREDIT SERVICES Total:	298.15
					Vendor LOW505 - LOWE'S CREDIT SERVICES Total:	298.15
Vendor: NITEL - NITEL, INC						
Vendor: NITEL - NITEL, INC						
NITEL, INC	320415	07/07/2020	INTERNET SERVICE - ALL DEPT	10-100-61050	338.76	
NITEL, INC	320415	07/07/2020	INTERNET SERVICE - ALL DEPT	10-200-61050	338.76	
NITEL, INC	320415	07/07/2020	INTERNET SERVICE - ALL DEPT	10-250-61050	241.79	
NITEL, INC	320415	07/07/2020	INTERNET SERVICE - ALL DEPT	10-300-61050	249.91	
NITEL, INC	320415	07/07/2020	INTERNET SERVICE - ALL DEPT	10-400-61050	241.79	
NITEL, INC	320415	07/07/2020	INTERNET SERVICE - ALL DEPT	20-600-61050	370.92	
NITEL, INC	320415	07/07/2020	INTERNET SERVICE - ALL DEPT	20-700-61050	370.92	
NITEL, INC	320415	07/07/2020	INTERNET SERVICE - ALL DEPT	30-800-61050	379.02	
					Vendor NITEL - NITEL, INC Total:	2,531.87
					Vendor NITEL - NITEL, INC Total:	2,531.87

Pending Expense Approval Report - 1

Post Dates: 06/24/2020 - 07/07/2020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: ORE145 - O'REILLY AUTOMOTIVE, INC					
Vendor: ORE145 - O'REILLY AUTOMOTIVE, INC					
O'REILLY AUTOMOTIVE, INC	2367-299865	07/07/2020	DUMP TRUCK FUSE - STS	10-300-71000	3.99
O'REILLY AUTOMOTIVE, INC	2367-305925	07/07/2020	STABILIZER BAR - W/S/STS	10-300-71000	8.93
O'REILLY AUTOMOTIVE, INC	2367-305925	07/07/2020	STABILIZER BAR - W/S/STS	20-600-71000	17.85
O'REILLY AUTOMOTIVE, INC	2367-305925	07/07/2020	STABILIZER BAR - W/S/STS	20-700-71000	17.86
Vendor ORE145 - O'REILLY AUTOMOTIVE, INC Total:					48.63
Vendor ORE145 - O'REILLY AUTOMOTIVE, INC Total:					48.63
Vendor: OZA280 - OZARK GREENWAYS, INC					
Vendor: OZA280 - OZARK GREENWAYS, INC					
OZARK GREENWAYS, INC	JULY2020	07/02/2020	RENT EXPENSE - W/S	20-600-57300	250.00
OZARK GREENWAYS, INC	JULY2020	07/02/2020	RENT EXPENSE - W/S	20-700-57300	250.00
Vendor OZA280 - OZARK GREENWAYS, INC Total:					500.00
Vendor OZA280 - OZARK GREENWAYS, INC Total:					500.00
Vendor: OZA255 - OZARKS COCA COLA					
Vendor: OZA255 - OZARKS COCA COLA					
OZARKS COCA COLA	26615464	06/30/2020	SOFT DRINK CONCESSIONS	30-800-50200	-56.26
OZARKS COCA COLA	26613684	07/02/2020	RETURN CREDIT - PKS		
OZARKS COCA COLA	26613684	07/02/2020	SOFT DRINK CONCESSIONS -	30-800-50200	617.45
OZARKS COCA COLA	3732616	06/30/2020	PKS		
OZARKS COCA COLA	3732616	06/30/2020	SOFT DRINK CONCESSIONS	30-800-50200	-375.00
OZARKS COCA COLA	3732616	06/30/2020	RETURN CREDIT - PKS		
Vendor OZA255 - OZARKS COCA COLA Total:					186.19
Vendor OZA255 - OZARKS COCA COLA Total:					186.19
Vendor: PAW100 - PEARL AUTO WORKS					
Vendor: PAW100 - PEARL AUTO WORKS					
PEARL AUTO WORKS	207	07/07/2020	POLICE CAR LEFT FRONT	10-200-71000	1,372.30
			FENDER & DOOR REPAIRS -		
			LAW		
Vendor PAW100 - PEARL AUTO WORKS Total:					1,372.30
Vendor PAW100 - PEARL AUTO WORKS Total:					1,372.30
Vendor: REX380 - REX SMITH OIL CO.					
Vendor: REX380 - REX SMITH OIL CO.					
REX SMITH OIL CO.	109288	07/07/2020	EQUIPMENT FUEL - PKS	30-800-62100	238.91
REX SMITH OIL CO.	108477	07/07/2020	LAGOON FUEL - SEWER	20-600-62100	279.61
Vendor REX380 - REX SMITH OIL CO. Total:					518.52
Vendor REX380 - REX SMITH OIL CO. Total:					518.52
Vendor: SCU425 - SCURLOCK INDUSTRIES					
Vendor: SCU425 - SCURLOCK INDUSTRIES					
SCURLOCK INDUSTRIES	002795-IN	07/07/2020	MANHOLE ADJUSTMENT	20-700-95100	62.70
SCURLOCK INDUSTRIES	002795-IN	07/07/2020	RINGS - SEWER		
SCURLOCK INDUSTRIES	0027956-IN	07/07/2020	MANHOLE ADJUSTMENT	20-700-95100	187.40
SCURLOCK INDUSTRIES	0027956-IN	07/07/2020	RINGS & RAM NECK - SEWER		
Vendor SCU425 - SCURLOCK INDUSTRIES Total:					250.10
Vendor SCU425 - SCURLOCK INDUSTRIES Total:					250.10
Vendor: SIR310 - SIRCHIE FINGER PRINT LABS					
Vendor: SIR310 - SIRCHIE FINGER PRINT LABS					
SIRCHIE FINGER PRINT LABS	0449644-IN	07/02/2020	EVIDENCE TAPE & INK PAD -	10-200-50130	111.79
			LAW		
Vendor SIR310 - SIRCHIE FINGER PRINT LABS Total:					111.79
Vendor SIR310 - SIRCHIE FINGER PRINT LABS Total:					111.79
Vendor: SPR275 - SPRINGFIELD WINWATER WORKS CO					
Vendor: SPR275 - SPRINGFIELD WINWATER WORKS CO					
SPRINGFIELD WINWATER WO	318790 00	06/26/2020	CLAMP - WATER	20-600-51000	78.06
SPRINGFIELD WINWATER WO	318886 00	06/26/2020	REPAIR CLAMP - WATER	20-600-51000	54.76
SPRINGFIELD WINWATER WO	318900 00	06/26/2020	WATER TAP SUPPLIES - WATER	20-600-51000	376.96

Pending Expense Approval Report - 1

Post Dates: 06/24/2020 - 07/07/2020

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SPRINGFIELD WINWATER WO	318784 00	07/07/2020	GASKET PIPES, TEES, & SPIGOT ADAPTERS - SEWER	20-700-95100	1,085.60
SPRINGFIELD WINWATER WO	318970 00	07/07/2020	REPAIR CLAMPS & VALVE BOX - WATER	20-600-50130	293.02
Vendor SPR275 - SPRINGFIELD WINWATER WORKS CO Total:					1,888.40
Vendor SPR275 - SPRINGFIELD WINWATER WORKS CO Total:					1,888.40
Vendor: TRH100 - TREVOR HOFFMAN					
Vendor: TRH100 - TREVOR HOFFMAN					
TREVOR HOFFMAN	4059291201	07/02/2020	CELL PHONE REIMBURSEMENT - W/S	20-600-61000	25.00
TREVOR HOFFMAN	4059291201	07/02/2020	CELL PHONE REIMBURSEMENT - W/S	20-700-61000	25.00
Vendor TRH100 - TREVOR HOFFMAN Total:					50.00
Vendor TRH100 - TREVOR HOFFMAN Total:					50.00
Vendor: TYL100 - TYLER TECHNOLOGIES INC					
Vendor: TYL100 - TYLER TECHNOLOGIES INC					
TYLER TECHNOLOGIES INC	025-302285	07/07/2020	UTILITY BILLING NOTIFICATIONS - W/S	20-600-57400	49.40
TYLER TECHNOLOGIES INC	025-302285	07/07/2020	UTILITY BILLING NOTIFICATIONS - W/S	20-700-57400	49.40
Vendor TYL100 - TYLER TECHNOLOGIES INC Total:					98.80
Vendor TYL100 - TYLER TECHNOLOGIES INC Total:					98.80
Vendor: BWP100 - WALDEN CHEMICAL d/b/a BLUE WATER POOLS					
Vendor: BWP100 - WALDEN CHEMICAL d/b/a BLUE WATER POOLS					
WALDEN CHEMICAL d/b/a BL	8136	07/02/2020	POOL CHEMICALS - PKS	30-800-50000	3,197.18
Vendor BWP100 - WALDEN CHEMICAL d/b/a BLUE WATER POOLS Total:					3,197.18
Vendor BWP100 - WALDEN CHEMICAL d/b/a BLUE WATER POOLS Total:					3,197.18
Vendor: WEL100 - WELLS TIRE & AUTO					
Vendor: WEL100 - WELLS TIRE & AUTO					
WELLS TIRE & AUTO	216220	07/07/2020	JD BOOM MOWER FLAT REPAIR - STS	10-300-71100	119.00
Vendor WEL100 - WELLS TIRE & AUTO Total:					119.00
Vendor WEL100 - WELLS TIRE & AUTO Total:					119.00
Vendor: WTV100 - WILLARD HOME CENTER LLC					
Vendor: WTV100 - WILLARD HOME CENTER LLC					
WILLARD HOME CENTER LLC	D20110	06/26/2020	PVC CAP - SEWER	20-700-50130	10.29
WILLARD HOME CENTER LLC	B143341	07/07/2020	WEED EATER REPAIR PARTS, KEYS - STS	10-300-50130	8.97
WILLARD HOME CENTER LLC	B143341	07/07/2020	WEED EATER REPAIR PARTS, KEYS - STS	10-300-52000	110.87
WILLARD HOME CENTER LLC	B143349	07/07/2020	LAGOON PUMP FUEL LINE - SEWER	20-700-50130	107.28
WILLARD HOME CENTER LLC	B143616	07/07/2020	MARKING PAINT - WATER	20-600-50130	25.16
WILLARD HOME CENTER LLC	D20885	07/07/2020	CHAINSAW BAR OIL - STS	10-300-52000	10.99
WILLARD HOME CENTER LLC	D12008	07/07/2020	CAT LITTER ABSORBENT - STS	10-300-51000	11.99
Vendor WTV100 - WILLARD HOME CENTER LLC Total:					285.55
Vendor WTV100 - WILLARD HOME CENTER LLC Total:					285.55
Grand Total:					20,342.40

Report Summary

Fund Summary

Fund	Expense Amount
10 - GENERAL FUND	9,544.05
20 - WATER AND SEWER FUND	5,372.57
30 - PARKS FUND	5,425.78
Grand Total:	20,342.40

Account Summary

Account Number	Account Name	Expense Amount
10-100-50130	SUPPLIES-GCG	10.78
10-100-50700	OFFICE SUPPLIES-GCG	1,214.63
10-100-57400	EQUIPMENT/SOFTWARE	19.80
10-100-61000	TELEPHONE-GCG	162.95
10-100-61050	INTERNET-GCG	338.76
10-100-71000	VEHICLE REPAIR & MAIN	30.00
10-200-50130	SUPPLIES-LAW	111.79
10-200-50700	OFFICE SUPPLIES-LAW	37.09
10-200-52000	SUPPLIES SMALL EQUIP	109.94
10-200-61000	TELEPHONE-LAW	162.95
10-200-61050	INTERNET-LAW	338.76
10-200-71000	VEHICLE REPAIR & MAIN	1,372.30
10-200-92500	UNIFORMS-LAW	277.80
10-250-50130	SUPPLIES-COURT	3.75
10-250-50700	OFFICE SUPPLIES-COURT	3.27
10-250-56400	PROFESSIONAL-COURT	2,368.24
10-250-61000	TELEPHONE-COURT	116.39
10-250-61050	INTERNET-COURT	241.79
10-300-50130	SUPPLIES-STREETS	46.93
10-300-51000	REPAIRS AND MAINTEN	473.60
10-300-52000	SUPPLIES SMALL EQUIP	121.86
10-300-61000	TELEPHONE-STREETS	116.40
10-300-61050	INTERNET-STREETS	249.91
10-300-71000	VEHICLE REPAIR & MAIN	158.52
10-300-71100	EQUIPMENT REPAIR &	558.64
10-400-50700	OFFICE SUPPLIES-P&D	3.27
10-400-56400	PROFESSIONAL-P&D	535.75
10-400-61000	TELEPHONE-P&D	116.39
10-400-61050	INTERNET-P&D	241.79
20-600-50130	SUPPLIES-WATER	328.96
20-600-50700	OFFICE SUPPLIES-WATER	19.63
20-600-51000	REPAIRS AND MAINTEN	560.40
20-600-52000	SUPPLIES SMALL EQUIP	134.59
20-600-57300	RENT-WATER	250.00
20-600-57400	EQUIPMENT/SOFTWARE	49.40
20-600-61000	TELEPHONE WATER	212.95
20-600-61050	INTERNET-WATER	370.92
20-600-62100	UTILITIES GAS-WATER	279.61
20-600-71000	VEHICLE REPAIR & MAIN	309.05
20-700-50130	SUPPLIES-SEWER	128.35
20-700-50700	OFFICE SUPPLIES-SEWER	19.62
20-700-52000	SUPPLIES SMALL EQUIP	134.59
20-700-57300	RENT-SEWER	250.00
20-700-57400	EQUIPMENT/SOFTWARE	49.40
20-700-61000	TELEPHONE-SEWER	259.42
20-700-61050	INTERNET-SEWER	370.92
20-700-71000	VEHICLE REPAIR & MAIN	309.06
20-700-95100	CAPITAL ASSET EXP-SEW	1,335.70
30-800-50000	CHEMICALS-PKS	3,197.18
30-800-50200	CONCESSIONS-PKS	186.19

Account Summary

Account Number	Account Name	Expense Amount
30-800-50210	TURF MAINTENANCE-PK	84.62
30-800-50550	CUSTODIAL SUPPLIES-PK	278.68
30-800-56400	PROFESSIONAL-PKS	291.60
30-800-61000	TELEPHONE-PKS	162.95
30-800-61050	INTERNET-PARKS	379.02
30-800-62100	UTILITIES GAS PKS	238.91
30-800-95500	CAPITAL ASSET EXP EQUI	606.63
	Grand Total:	20,342.40

Project Account Summary

Project Account Key	Expense Amount
None	19,006.70
9510018	1,335.70
	Grand Total:
	20,342.40

Public Works Report

June 2020

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 142 utility locates.
- We fixed all the dirt work on farm road 103, farm road 81, Dogwood and Highway AB (seed and straw).
- We completed 121 work orders this month.
- We fixed a water leak on Raintree.
- We fixed a leaking service line on Dogwood that was under the road.
- We fixed a leaking water service line on Barwick that was under the road.
- We fixed a water leak on Miller Rd that turned into three leaks, at some point we may have to dig up a portion of the old cast iron line and replace it with plastic.
- We put in a water tap on farm road 81.
- We put in a water tap on farm road 93.
- Farm road 104 has been potholed to verify the line size for a possible expansion.
- We have started painting some of our old faded fire hydrants.

Sewer

- We fixed two leaking taps on our force main between Arrowhead and Willey, we replaced them with capped taps for future development.
- We raised Manhole B-20 6 inches to allow for a berm to be built.
- We added a 14-inch riser ring to the manhole outside of the D lift station that is in the flooding area.
- We added a 12-inch riser ring to manhole R-055 in the Southview drainage.
- We added a 12-inch riser ring to manhole R-011 in the Southview drainage.
- We cleaned all air relief valves in the force main system.
- We relocated the lagoon pump to the top of the berm and replaced 20 feet of suction hose.
- We continue to do dirt work on Walnut lane to finish up this project.

- We replaced the ropes on the B lift station pumps with stainless steel chains, this will greatly reduce the time it takes to pull a pump in an emergency.

Streets

- We put in two asphalt patches around the manholes at the prairie center.
- We asphalted three low spots on Bray street using Tac-Oil for the first time.
- We patched the previously filled sinkhole on Knight street.
- We ditched around 300 ft on the south side of New Melville to connect with the new box drains that will be installed.
- We cleaned out some ditches on farm road 103 and JFK.
- We met with a homeowner at 208 Pheasant to look at a drainage issue.
- We patched the road cut on Crighton.
- We patched a previous water leak road cut on Beam Street.
- We have started cleaning out the Southview Drainage area, this will be a major undertaking and will take us some time.

Equipment Usage and Repairs June 2020

Equip #	Description	Prior Month Miles/Hours	Current Month Miles/Hours	Monthly Usage	Service and Repairs	YTD Repair Cost
1	2013 Ford F-150	80,513	81,654	1,141	\$0.00	\$0.00
2	2004 Chevy 1 Ton Dump	142,140	142,992	852	\$0.00	\$155.43
3	2003 Chevy 1 Ton Utility - Sewer	173,902	174,570	668	\$92.04	\$148.30
4	1998 Dodge 1/2 Ton FB	127,856	127,886	30	\$0.00	\$0.00
5	2001 Chevy 1500	109,474	109,916	442	\$0.00	\$0.00
6	2000 Chevy 3/4 Ton FB	145,864	145,868	4	\$0.00	\$22.86
7	1993 Ford 1 Ton Utility - Water	94,639	94,654	15	\$0.00	\$92.90
8	2005 International 3200 Dump	21,208	21,239	31	\$0.00	\$0.00
9	2017 Chevy Silverado	27,973	29,177	1,204	\$0.00	\$0.00
10	Water Van	384	384	-	\$0.00	\$0.00
11	1998 Chevy S-10	156,377	157,134	757	\$0.00	\$14.67
12	Case Backhoe	3,155	3,203	48	\$98.68	\$112.20
13	60XT Case Skid Steer	1,532	1,534	2	\$0.00	\$0.00
14	Kubota RTV 1100	898	901	3	\$0.00	\$161.20
					\$190.72	\$707.56

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 6-4-2020. 14853 \$4.35 Oil filter
PD#8	2008 Harley Davidson

Monthly Water Loss 2020

Current Month
6

Month	January	February	March	April	May	June	Annual Average	Annual
Amount of Gallons Pumped	23,515,800	22,019,099	21,587,400	23,705,100	23,554,899	26,618,200	23,500,083	141,000,498
Dollar Amount Sold	\$76,849.76	\$70,933.59	\$75,541.29	\$73,464.85	\$75,672.66	\$84,242.37	\$76,117.42	\$456,704.52
Gallons of Water Sold	15,381,000	12,980,000	14,867,000	14,098,000	14,681,000	18,067,000	15,012,333	90,074,000
Flushing	0	0	43,200	0	0	0	7,200	43,200
Leaks/Adjustments	10,000	5,000	50,000	100,000	0	165,000	55,000	330,000
City Usage (not billed)	25,000	19,000	55,000	234,000	3,000	288,000	104,000	624,000
Fire Department Usage	0	0	0	0	0	0	0	0
Tower Overflows	0	0	0	0	0	0	0	0
Residuals	45,000	45,000	45,000	45,000	45,000	45,000	45,000	270,000
Total Gallons Accounted For	15,461,000	13,049,000	15,060,200	14,477,000	14,729,000	18,565,000	45,670,600	91,341,200
% Water Loss	34.25%	40.74%	30.24%	38.93%	37.47%	30.25%	35.22%	
Amount of Water Lost	8,054,800	8,970,099	6,527,200	9,228,100	8,825,899	8,053,200	8,276,550	49,659,298
Willard North #1	2,126,800	2,178,000	2,207,700	2,189,000	2,320,900	2,605,600	2,271,333	13,628,000
Willard South #2	2,506,300	2,551,900	2,340,700	2,700,700	2,295,899	3,305,800	2,616,883	15,701,299
Meadows West #1	10,630,700	9,688,199	9,275,000	10,450,400	9,607,100	11,387,800	10,173,200	61,039,199
Meadows East #2	9,252,000	8,601,000	8,764,000	8,986,000	10,331,000	10,319,000	9,375,500	56,253,000
Correction per MRWA Willard Well 1&	-1,000,000	-6,000,000						
Total Water Pumped	23,515,800	22,019,099	21,587,400	23,326,100	23,554,899	26,618,200	23,436,916	140,621,498
City Commercial Irrigation	14							
City Commercial 1 SPF	128	126	125	126	125	126	126	126
City Commercial 3 Water only	18	20	19	20	21	19	20	160
City Residential Irrigation	2	2	2	3	3	3	3	3
City Residential 1 SPF	1984	1982	1995	1996	1998	2015	1,995	2,070
City Residential 3 Water Only	71	73	74	73	73	72	73	73
Rural Irrigation	4							
Rural Residential 1 SPF	9	8	9	8	8	8	8	8
Rural Residential 2 Lagoon	275	276	276	276	277	278	276	276
Rural Residential 3 Water Only	861	863	866	867	870	874	867	1,156
Rural Commercial 2 Lagoon	3							
Rural Commercial 3 Water only	12							
Rural Commercial 1 SPF	0							
Zero-Non Billed	11	11	11	11	10	10	11	26
Number of Total Customers	3392	3394	3410	3413	3418	3438	3411	3411

Parks and Recreation - Director's Report – July 2020

Department Tasks

Quote of the Month: “Act as if what you do makes a difference. It does.” — William James

Budget

We continue to spend as conservatively as possible. The pool has shown a potential for additional revenue; however, attendance is lower than expected.

Event/Program Planning and Recap

We have opened the pool. Attendance has been lower than expected, partly due to a lack of summer camps being offered. We have had many people register for swim team (105), and this has jump-started our revenue for the pool season. There were several planned expenses at the Aquatic Center for this year including a chlorinator, repairs to our vacuum, and replacing chemical sensors. Uniform costs for the guards, however, constitute the largest expense.

I continue to advocate for a restrained and conservative approach to our program offerings. Given the recent growth of cases in southwest Missouri and Greene County, I feel that this continues to be the wisest course of action.

Summer Camp is scheduled to begin August 4th. There has been need for childcare, especially as we begin to reopen our economy, but ensuring the safety of everyone in our community continues to be our top priority. At maximum capacity, (50) we are looking at net loss each week due to staffing requirements. If we see continued growth in positive cases in the area, I do not feel it would be wise or safe to offer summer camp. I feel that the increased risk to staff while also having the potential to spread infection in the community while also operating at a net loss financially unwise.

Maintenance

Building Maintenance needs have been low, with no one in the buildings. Small projects to enhance the facilities- fresh paint, deep cleaning, respiratory shields, will increase the maintenance costs this month. Most of our maintenance expenses have been equipment repair. The goal is to maintain this approach, while also developing maintenance schedules for our facilities, parking lots, and playgrounds.

Freedom Fest/Fireworks

Freedom Fest was a success. Mostly positive feedback. Location (away from spectators) was great. I would like to research potential off-site shoot locations for next year's event. Chief Scott felt this set-up was much safer.

Sunflowers

Sunflowers have been planted. Coming up sporadically. We will be adding more sunflowers and will be adding pumpkins as well.



Willard Police Department
JUNE 2020 - Monthly Statistical Report



Administration	Officer – DSN	Case #'s
Tom McClain, Chief	1601-001	5
Shannon Shipley, Lt.	1602-003	11
	Total	16

Squad #1	1603-040	Joe Duran, Cpl	61	Squad #2	1604-027	Steve Purdy, Cpl. Investigator	37
	1605-044	Billie Deckard, Officer	40		1606-046		
	1607-050	Caleb Steen, Officer	59		1608-049	Brandon Bond, Officer	65
	1610-047	Glenn Cozzens, Officer	46		1609-051	Wayne Hansen, Officer	52
	Total		206	Total			154

Reserves	Officer	Officer Names	Case #'s	Hours
	1630-024	Clint Heimbach, SRO		
	1631-045	Cindy Garton, SRO		
	1632-052	Mark Riffin, SRO		
	1641-014	Brian Gordon, Reserve		
	1642-015	JD Landon, Reserve		8.25
	1645-035	Brian Hinkle, Reserve		
	1646-031	Andrew Hunt, Reserve		
	1643-048	Tim Wheeler, Reserve		4
	Total			12.25
Total Incidents for the month...				388.25

Incident Statistics

Felony	11	HBO (Handled by Officers)	191
Misdemeanor	14	Use of Force	0
Infraction	135	Dog at Large	2
Other (Services)	227	Neglect- 1 / Abuse-0 / Bites- 0	1

Vehicle Maintenance

Vehicle	Odometer Reading	Monthly Mileage	Shifts Used	Miles per Shift	Monthly Maintenance	Year to Date Maintenance
WPD-01 2013 Charger	109600	741	22	34		93.99
WPD-03 2013 Charger	144513	153	3	51		2371.52
WPD-04 2018 Explorer	56928	2478	28	89	30.00	1292.74
WPD-05 2019 Charger	29585	2420	37	65		7.43
WPD-06 2020 Charger	13135	3838	39	98		0
WPD-07 2017 Explorer	14947	114	7	16		0
WPD-08 M Harley	5693	54	2	27		

Vehicle Maintenance Details

WPD-01:	WPD-04: flat tire/wheel mount
WPD-05:	WPD-06:
WPD-03:	WPD-07:

Misc. Dept. Info:

Planning and Development Report
July 13, 2020

Ongoing Projects-

HWY 160 Improvements- The contractors are making headway due to the dry weather. It seems they are busy from one end of the project to the other. Paving has started on the east end and grading and moving rock continues in the middle section. Roundabouts are taking shape at Hunt Rd and Jackson St. Dirt work has started on the turn lane improvements at AB/160.

ATM Commercial Subdivision Phase 2 Gauge Crossing Subdivision- The contractor has completed the Public Improvements and has requested a walk-thru. The engineer has submitted As-built drawings and a Final Plat. Staff is currently reviewing all of the information for accuracy and completion according to the Willard Municipal Code Section 400. and will make a determination if it is ready to go to July P/Z. Discussions with the developer's engineer and City consultants are ongoing concerning downstream stormwater improvements at New Melville and beyond. The developer has agreed to make reasonable necessary improvements at New Melville.

Meadows North Subdivision- The contractor has completed the Public Improvements and his engineer has submitted a Final Plat and Development Plan. Staff is currently reviewing for accuracy and completion based on the requirements of Section. 400 of the Willard Municipal Code and will make a determination to send to Planning and Zoning later this month.

Hunt Rd. Sidewalk TAP-5944(804) – We have an executed contract with Hunter Chase – we are waiting on their bonds and final concurrence from MODOT. They have indicated a start date in mid to late August.

North Brook Apartments- Framing continues on the 24unit structure

West Ridge- Staff has received plans from the Engineer and has reviewed those and sent comments back for some minor changes with the waterline design. Staff has received a copy of the stormwater agreement with the developer and adjoining property owner. Staff has also signed continuing authority forms for the sanitary sewer and waterline construction permits from DNR. Staff has requested a pre-construction meeting prior to work beginning.

Miller Rd. Project- We have a fully executed contract with Hartman Construction. MODOT has issued a notice to proceed and we are currently waiting on an official start date from the Engineer and Hartman.

Greenhouse Update- Since the last report staff has denied the site plan as presented from Mr. Hill. Staff advised Mr. Hill to provide a new site plan when he determined how and where he wanted the greenhouse located. Mr. Hill has since indicated and staff has confirmed that another small parcel of land is being purchased by Mr. Hill that will allow the greenhouse to meet all setback requirements.

Staff is reviewing Building Plans for Dominoes' Pizza and will be issuing the permit soon.

Planning Assistant- Please find the attached monthly update from Abby.

If you have any questions, please contact me at City Hall or develop@cityofwillard.org
Randy Brown, Director of Development

Planning and Development:

13 permits were issued in June totaling \$4,055.90 in permit fees collected, and \$2,501,748 estimated construction for the year.

New residential updates were sent to Greene County Assessor.

Utilities, finance, and Greene County Assessor was notified of the certificate of occupancy that was issued.

All available subdivision folders have been scanned for permanent retention, and immediate review when needed.

Re-addressing 6195 N State Highway Z was requested by Springfield/Greene County-911 to 127 N State Highway Z to be in sequence with the adjoining properties. All utility companies and post office was notified.

Mapping:

City limits shapefile was updated to include the newly annexed property.

The official zoning map is still being reviewed.

Documents showing drainage around Miller and New Melville were requested by Wilson Survey.

Prosecuting Clerk:

454 Open cases without dispositions (250 have active warrants)

231 Open cases with dispositions, are pending payments (178 have active warrants)

102 Probation cases (27 have a class or community service hours to complete)

18 Deferred cases (1 have a class or community service hours to complete)

There are currently four pending trials.

-Abigail Brixey

CITY CLERK: (Informational only) JUNE 2020

- ~Issued 7 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, ECDTF, 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.
- ~ Kept General Code updated with newly passed Ordinances.
- ~Assisted with code research.
- ~Sent letters out and completed all updated Liquor Licenses for 2020-2021

EMERGENCY MANAGEMENT: (Informational only) JUNE 2020

- ~ Updated website and gathered information regarding Coronavirus outbreak.
- ~Weekly Phone Conferences with the Governor regarding the virus outbreak.
- ~Daily communication with Greene County during outbreak. Once a week phone conferences.

COVID-19:

We are continuing to monitor the Covid-19 situation within Willard. As you may have seen, there have been a few new exposure incidents within town, the most recent being at Korean Garden on July 3rd. With numbers rising, these incidents could become more frequent. Staff is continuing to stay up to date with the Greene County recommendations and updating our website to reflect any changes.

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.

I. COURT INFORMATION		Municipality: Willard Municipal Court	Reporting Period: Jun 1, 2020 - Jun 30, 2020	
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: JESSICA TRUITT		E-mail Address:		
Municipal Judge: Kristoffer Barefiled				
II. MONTHLY CASELOAD INFORMATION				
		Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance
A. Cases (citations/informations) pending at start of month		26	327	128
B. Cases (citations/informations) filed		1	7	0
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	0
3. court/bench trial - NOT GUILTY		0	0	0
4. plea of GUILTY in court		4	32	7
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)		0	1	0
6. dismissed by court		0	0	0
7. <i>nolle prosequi</i>		0	4	3
8. certified for jury trial (not heard in Municipal Division)		0	0	0
9. TOTAL CASE DISPOSITIONS		4	37	10
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]		23	297	118
E. Trial de Novo and/or appeal applications filed		0	0	0
III. WARRANT INFORMATION (pre- & post-disposition)		IV. PARKING TICKETS		
1. # Issued during reporting period	18	1. # Issued during period	0	
2. # Served/withdrawn during reporting period	8	<input checked="" type="checkbox"/> Court staff does not process parking tickets		
3. # Outstanding at end of reporting period	415			

MUNICIPAL DIVISION SUMMARY REPORTING FORM

COURT INFORMATION	Municipality: Willard Municipal Court	Reporting Period: Jun 1, 2020 - Jun 30, 2020
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V. DISBURSEMENTS			
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	\$1,175.50	Court Automation	\$136.44
Clerk Fee - Excess Revenue	\$145.20	Judicial Facility Srchg CT31	\$200.00
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$4.88	Law Enf Arrest-Local	\$88.25
Bond forfeitures (paid to city) - Excess Revenue	\$0.00	Total Other Disbursements	\$424.69
Total Excess Revenue	\$1,325.58	Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$2,557.75
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)		Bond Refunds	\$200.00
Fines - Other	\$458.00	Total Disbursements	\$2,757.75
Clerk Fee - Other	\$69.20		
Judicial Education Fund (JEF) <input type="checkbox"/> Court does not retain funds for JEF	\$19.49		
Peace Officer Standards and Training (POST) Commission surcharge	\$19.49		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$138.97		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$2.33		
Law Enforcement Training (LET) Fund surcharge	\$40.00		
Domestic Violence Shelter surcharge	\$0.00		
Inmate Prisoner Detainee Security Fund surcharge	\$0.00		
Sheriffs' Retirement Fund (SRF) surcharge	\$60.00		
Restitution	\$0.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$0.00		
Total Other Revenue	\$807.48		

CITY OF WILLARD, MISSOURI

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



Agenda Item# 6

Ordinance amending the 2020 Budget. (2nd Read) Discussion/Vote.

AN ORDINANCE

AN ORDINANCE TO AMEND THE 2020 BUDGET.

WHEREAS, the City of Willard has deemed it necessary to provide amendments to the 2020 Budget.

NOW THEREFORE, BE IT HEREBY ORDAINED AND RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, GREENE COUNTY, MISSOURI, AS FOLLOWS:

SECTION 1: That the 2020 Budget Amendments are attached to this Ordinance and shall be incorporated herein by reference as if fully set forth herein.

SECTION 2: That these 2020 Budget Amendments are adopted as a part of the 2020 Budget.

SECTION 3: Savings Clause. Nothing in this ordinance shall be construed to affect any suit or proceeding now pending in any court, or any rights acquired, or liability incurred, nor any cause or causes of action occurred or existing, under any act or ordinance repealed hereby. Nor shall any right or remedy of any character be lost, impaired, or affected by this ordinance. In the event of any conflict between this ordinance and any other law, regulation or ordinance, the more restrictive shall apply.

SECTION 4: Severability Clause. If any Section, subdivision, sentence, clause, or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The Board of Aldermen hereby declares that it would have adopted the ordinance and each Section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that any one or more Sections, subsections, sentences, clauses, or phrases be declared invalid.

SECTION 5: This Ordinance shall be in full force and effect from and after the date of its passage by the Board of Aldermen and approval of the Mayor.

READ TWO (2) TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI ON THE ____ DAY OF _____, 2020.

Approved as to form: _____
Ken Reynolds, City Attorney

Attested by:

Approved by:

Jennifer Rowe, City Clerk

Corey Hendrickson, Mayor

MEMBERS OF THE BOARD OF ALDERMEN:
FIRST(1st) READING

YES NO ABSTAINED

CLARK MCENTIRE

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

FIRST READING: 06/22/2020

SECOND READING: _____

BILL NO. 20- 17

ORDINANCE NO. 200622A

MEMBERS OF THE BOARD OF ALDERMEN:
SECOND(2nd) READING

YES NO ABSTAINED

CLARK MCENTIRE

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

City of Willard



AMENDED BUDGET 2020

Date

July 13, 2020

Year to Date 2020

	2020 Projected Revenues		Transfers		Total Revenues and Transfers		2020 Projected Expenses		Transfers		Total Expense and Transfers		Cumulative Gains or (Losses) Per Fund	
General Fund	\$	1,258,294.46	\$	318,934.80	\$	1,577,229.26	\$	165,850.94	\$	402,000.00	\$	567,850.94	\$	1,009,378.32
General City Administration	\$	66,550.00	\$	-	\$	66,550.00	\$	836,019.69	\$	-	\$	836,019.69	\$	(769,469.69)
Law and Public Safety	\$	46,906.25	\$	-	\$	46,906.25	\$	88,538.34	\$	-	\$	88,538.34	\$	(41,632.09)
Court	\$	1,228,910.00	\$	-	\$	1,228,910.00	\$	1,321,212.53	\$	-	\$	1,321,212.53	\$	(92,302.53)
Streets	\$	3,000.00	\$	-	\$	3,000.00	\$	96,274.01	\$	-	\$	96,274.01	\$	(93,274.01)
P/D	\$	8,000.00	\$	-	\$	8,000.00	\$	20,700.00	\$	-	\$	20,700.00	\$	(12,700.00)
EM	\$	2,611,660.71	\$	318,934.80	\$	2,930,595.51	\$	2,507,895.51	\$	402,000.00	\$	2,909,895.51	\$	(0.00)
Sub-Total	\$	549,707.50	\$	422,000.00	\$	971,707.50	\$	971,552.28	\$	-	\$	971,552.28	\$	155.22
Park Fund	\$	928,855.00	\$	271,000.00	\$	1,199,855.00	\$	1,197,798.57	\$	-	\$	1,197,798.57	\$	2,056.43
Water Fund	\$	1,829,520.00	\$	222,200.00	\$	2,051,720.00	\$	2,051,629.81	\$	-	\$	2,051,629.81	\$	90.19
Sewer Fund	\$	2,758,375.00	\$	493,200.00	\$	3,251,575.00	\$	3,249,428.38	\$	-	\$	3,249,428.38	\$	2,146.62
Totals	\$	5,919,743.21	\$	1,234,134.80	\$	7,153,878.01	\$	6,728,876.16	\$	402,000.00	\$	7,130,876.16	\$	2,301.84

Funds	Total Funds Available As of Jan 1, 2020	Annual 30% Reserve Recommended	Amount Above/Below Recommended 30 Percent	Cash Operating Average Per Month	Current Percentage	Total Funds Available As of December 31, 2020
General Fund	\$1,791,913.17	\$ 752,368.65	\$ 720,609.72	\$ 242,491.29	58.73%	\$ 1,472,978.37
Water & Sewer Fund	\$3,211,878.60	\$ 974,828.51	\$ 1,745,996.71	\$ 270,785.70	83.73%	\$ 2,720,825.22
Park Fund	\$28,398.16	\$ 291,465.68	\$ (282,912.30)	\$ 80,962.69	0.88%	\$ 8,553.38
Totals	\$ 5,032,189.93	\$ 2,018,662.85	\$ 2,183,694.13	\$ 594,239.68		\$ 4,202,356.97

GENERAL FUND

GENERAL FUND BUDGET -

		Actual 2019		Original 2020		Amended 2020
Beginning Fund Balance		\$ 1,334,122.51	\$	1,791,913.17	\$	1,791,913.17
 REVENUES						
10-100-40800	Miscellaneous Income	\$ 10,433.20	\$	3,500.00	\$	3,500.00
10-100-40980	Veterans Memorial	\$ -	\$	100.00	\$	180.00
10-100-41000	Franchise Cable TV	\$ 15,788.63	\$	16,080.00	\$	16,080.00
10-100-41100	Franchise Electric	\$ 271,449.97	\$	295,470.00	\$	280,696.50
10-100-41200	Franchise Gas	\$ 45,656.97	\$	40,200.00	\$	30,150.00
10-100-41300	Franchise Mobile Phone	\$ 90,067.53	\$	82,000.00	\$	82,000.00
10-100-42000	Grants	\$ -	\$	100.00	\$	100.00
10-100-43000	Interest Income	\$ 11,789.54	\$	5,000.00	\$	5,000.00
10-100-44100	Merchant License	\$ 5,744.25	\$	5,527.50	\$	5,527.50
10-100-44110	Building Permits	\$ 31,188.84	\$	15,000.00	\$	15,000.00
10-100-45300	Real Estate Tax	\$ 207,002.50	\$	198,000.00	\$	198,000.00
10-100-45400	Sales and Use Tax	\$ 606,787.30	\$	578,163.94	\$	433,622.96
10-100-45500	Sales Capital Improvements	\$ 261,868.93	\$	251,250.00	\$	188,437.50
	SUBTOTAL REVENUES	\$ 1,557,777.66	\$	1,490,391.44	\$	1,258,294.46
10-100-46000	Transfer in Reserves	\$ -	\$	-	\$	318,934.80
10-100-46200	Transfer In - Law	\$ -	\$	-	\$	-
10-100-46250	Transfer In - Court	\$ -	\$	-	\$	-
10-100-46300	Transfer In - Streets	\$ -	\$	-	\$	-
10-100-46400	Transfer In - Planning & Dev	\$ -	\$	-	\$	-
10-100-46500	Transfer In - EM	\$ -	\$	-	\$	-
10-100-46600	Transfer In - Water	\$ -	\$	-	\$	-
10-100-46700	Transfer In - Sewer	\$ -	\$	-	\$	-
10-100-46000	Transfer In - Parks	\$ -	\$	-	\$	-
	SUBTOTAL TRANSFERS	\$ -	\$	-	\$	318,934.80
TOTAL - ANNUAL REVENUE		\$ 1,557,777.66	\$	1,490,391.44	\$	1,577,229.26

GENERAL FUND

GENERAL FUND BUDGET -

Actual	Original	Amended
2019	2020	2020

EXPENSES

SALARIES & RELATED

SALARIES

	Administrative Distribution	\$	218,640.16	\$	218,640.16
	City Administrator	\$	68,811.68	\$	68,811.68
	City Clerk	\$	48,932.29	\$	48,932.29
	Director of Finance	\$	58,095.93	\$	58,095.93
	Finance Clerk AP	\$	34,775.26	\$	34,775.26
	Finance Clerk HR	\$	34,775.26	\$	34,775.26
	Utility Clerk - Part Time	\$	12,772.57	\$	10,772.57
	Salary Contengencies	\$	13,297.49	\$	13,297.49
10-100-90000	SUBTOTAL SALARIES	\$	40,256.50	\$	52,820.32

10-100-91000	Stipends Elected Officials	\$	5,399.94	\$	5,400.00
10-100-90500	Overtime	\$	-	\$	500.00
	SUBTOTAL OT & ELECTED OFFICIALS	\$	5,399.94	\$	5,900.00

TOTAL SALARIES		\$	45,656.44	\$	58,720.32
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10-100-91500	Payroll Taxes	\$	3,388.67	\$	4,697.63
10-100-92000	Retirement	\$	2,695.51	\$	4,010.04
10-100-93000	Group Insurance	\$	7,378.02	\$	7,535.45

	TOTAL RELATED EXPENSE	\$	13,462.19	\$	16,243.12
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TOTAL SALARIES & RELATED		\$	59,118.63	\$	74,963.44
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GENERAL FUND

GENERAL FUND BUDGET -

		Actual 2019	Original 2020	Amended 2020
SERVICES & SUPPLIES				
10-100-50130	Supplies-Other	\$ 1,048.43	\$ 2,010.00	\$ 1,500.00
10-100-50310	Veterans Memorial Expense	\$ 89.96	\$ 300.00	\$ 300.00
10-100-50500	Building Maintenance	\$ 139.05	\$ 502.50	\$ 502.50
10-100-50550	Custodial Supplies	\$ 480.51	\$ 500.00	\$ 500.00
10-100-50600	Miscellaneous Expense	\$ 19,770.55	\$ 200.00	\$ 200.00
10-100-50700	Office Supplies	\$ 7,150.35	\$ 9,000.00	\$ 6,000.00
10-100-50750	Postage	\$ 1,314.08	\$ 1,306.50	\$ 1,306.50
10-100-51000	Repairs & Maintenance	\$ -	\$ 502.50	\$ 100.00
10-100-52000	Supplies-Small Equipment	\$ 249.99	\$ 250.00	\$ 150.00
10-100-55200	Advertising Expense	\$ 782.14	\$ 804.00	\$ 804.00
10-100-55400	Audit Expense	\$ 2,900.00	\$ 2,914.50	\$ 3,129.50
10-100-55500	Bank/Credit Card Fees	\$ 302.49	\$ 351.75	\$ 500.00
10-100-55600	Contract Labor	\$ -	\$ 100.00	\$ 100.00
10-100-55800	Dues & Subscriptions	\$ 2,911.25	\$ 3,200.00	\$ 3,200.00
10-100-55850	Equipment Rental/Lease	\$ 387.06	\$ 500.00	\$ 400.00
10-100-55900	Election Expense	\$ 3,591.48	\$ 3,618.00	\$ 6,100.00
10-100-56000	Insurance	\$ 4,366.09	\$ 4,725.00	\$ 9,725.00
10-100-56200	Legal Expense	\$ 12,758.46	\$ 15,200.00	\$ 15,200.00
10-100-56400	Professional Fees	\$ 3,974.15	\$ 5,000.00	\$ 4,000.00
10-100-56450	Contract Services/Security	\$ 396.00	\$ 400.00	\$ 400.00
10-100-56500	Safety Program	\$ 69.85	\$ 200.00	\$ 100.00
10-100-56890	Travel Expense-Elected Officials	\$ 816.74	\$ 800.00	\$ 500.00
10-100-56900	Travel Expense-Gen	\$ 783.09	\$ 1,000.00	\$ 700.00
10-100-56910	Travel Expense-Fin	\$ 479.75	\$ 1,000.00	\$ 700.00
10-100-56940	Training & Education-Elected Officials	\$ 625.00	\$ 600.00	\$ 500.00
10-100-56950	Training & Education-Gen	\$ 290.00	\$ 500.00	\$ 300.00
10-100-56960	Training & Education-Fin	\$ 807.50	\$ 1,200.00	\$ 800.00
10-100-57400	Equip/Software Maintenance Contracts	\$ 8,998.11	\$ 12,120.00	\$ 10,500.00
10-100-61000	Telephone	\$ 2,898.36	\$ 2,900.00	\$ 2,900.00
10-100-61050	Internet Services	\$ 4,773.92	\$ 4,200.00	\$ 4,200.00
10-100-62000	Utilities- Electric	\$ 5,307.96	\$ 7,035.00	\$ 6,000.00
10-100-62100	Utilities- Gas	\$ 1,032.14	\$ 1,809.00	\$ 1,500.00
10-100-62300	Utilities-Other	\$ 590.64	\$ 583.65	\$ 630.00
10-100-70000	Vehicle Fuel	\$ -	\$ 50.00	\$ -
10-100-71000	Vehicle Other	\$ -	\$ 50.00	\$ -
SUBTOTAL SERVICES & SUPPLIES		\$ 90,085.10	\$ 85,432.40	\$ 83,447.50

GENERAL FUND

GENERAL FUND BUDGET -

		Actual 2019	Original 2020	Amended 2020
CAPITAL OUTLAY				
	CAPITAL PROJECTS			
		\$ -	\$ 5,000.00	\$ 5,000.00
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
10-100-95100	SUBTOTAL CAPITAL PROJECTS	\$ -	\$ 5,000.00	\$ 5,000.00
	CAPITAL EQUIPMENT			
		\$ 9,219.00	\$ 3,200.00	\$ 4,600.00
		\$ 5,867.50	\$ 2,000.00	\$ -
		\$ 998.48	\$ 2,000.00	\$ -
		\$ -	\$ -	\$ -
10-100-95500	SUBTOTAL EQUIP	\$ 16,084.98	\$ 7,200.00	\$ 4,600.00
TOTAL CAPITAL OUTLAY		\$ 16,084.98	\$ 12,200.00	\$ 9,600.00
TOTAL EXPENSES		\$ 165,288.71	\$ 172,595.84	\$ 165,850.94
10-100-97320	Transfer to Law Enforcement	\$ -	\$ -	\$ -
10-100-97325	Transfer to Court	\$ -	\$ -	\$ -
10-100-97330	Transfer to Streets function	\$ -	\$ -	\$ -
10-100-97320	Transfer to P&D Function	\$ -	\$ -	\$ -
10-100-97320	Transfer to EM	\$ -	\$ -	\$ -
10-100-97360	Transfer to Water	\$ -	\$ -	\$ -
10-100-97370	Transfer to Sewer	\$ -	\$ -	\$ -
10-100-97380	Transfer to Parks	\$ 95,000.00	\$ 255,000.00	\$ 402,000.00
TOTAL TRANSFERS		\$ 95,000.00	\$ 255,000.00	\$ 402,000.00
TOTAL ANNUAL EXPENSES		\$ 260,288.71	\$ 427,595.84	\$ 567,850.94
LAW-STREETS-PD-EM PROFIT/LOSS		\$ (742,281.73)	\$ (932,941.06)	\$ (1,009,378.32)
GENERAL PROFIT/LOSS		\$ 1,297,488.95	\$ 1,062,795.60	\$ 1,009,378.32
NET REVENUES OVER EXPENSES		\$ 555,207.22	\$ 129,854.54	\$ -
Projected Ending Fund Reserves		\$ 1,791,913.17	\$ 1,921,767.71	\$ 1,472,978.37

LAW ENFORCEMENT

LAW ENFORCEMENT BUDGET

		Actual 2019	Original 2020	Amended 2020
REVENUES				
10-200-40800	Miscellaneous Income	\$ -	\$ 200.00	\$ 200.00
10-200-42000	Grant revenues	\$ 10,127.60	\$ 1,000.00	\$ 1,000.00
10-200-44520	Law Income Other	\$ 618.00	\$ 1,500.00	\$ 1,500.00
10-200-45100	Law Enf. Sales Tax	\$ 108,104.24	\$ 85,000.00	\$ 63,750.00
10-200-45600	LET State Acct.	\$ -	\$ 100.00	\$ 100.00
	SUBTOTAL REVENUES	\$ 118,849.84	\$ 87,800.00	\$ 66,550.00
10-200-46000	Transfers In - Gen Fnd	\$ -	\$ -	\$ -
	SUBTOTAL TRANSFERS	\$ -	\$ -	\$ -
TOTAL - ANNUAL REVENUE		\$ 118,849.84	\$ 87,800.00	\$ 66,550.00

LAW ENFORCEMENT

LAW ENFORCEMENT BUDGET

		Actual 2019	Original 2020	Amended 2020
EXPENSES				
SALARIES & RELATED:				
	SALARY			
	Admin Distributions	\$ -	\$ -	\$ -
	Chief of Police	\$ -	\$ 65,730.21	\$ 65,730.21
	Lieutenant	\$ -	\$ 54,044.24	\$ 54,044.24
	Corporal FTO	\$ -	\$ 39,251.48	\$ 39,251.48
	Corporal/Investigator	\$ -	\$ 42,269.55	\$ 42,269.55
	Patrol Officers 17-4 (\$37,404.61)	\$ -	\$ -	\$ -
	Patrol Officers 17-3 (\$36,492.30)	\$ -	\$ 72,984.61	\$ 72,984.61
	Patrol Officers 17-2 (35,602.25)	\$ -	\$ 106,806.74	\$ 106,806.74
	Patrol Officers 17-1 (34,733.90)	\$ -	\$ 34,733.90	\$ 34,733.90
	Administrative Assistant Police	\$ -	\$ 34,775.26	\$ 12,000.00
	Office Ass't P/T (2)	\$ -	\$ 8,611.45	\$ 20,000.00
	Reserves SRO 5-4 (\$10 per hr)	\$ -	\$ 16,041.79	\$ 16,041.79
	Salary Contingencies	\$ -	\$ 14,521.71	\$ 14,521.71
10-200-90000	SUBTOTAL SALARIES POLICE	\$ 455,520.40	\$ 489,770.94	\$ 478,384.23
10-200-90500	Overtime	\$ 1,350.84	\$ 3,000.00	\$ 3,000.00
	TOTAL OT SALARIES	\$ 1,350.84	\$ 3,000.00	\$ 3,000.00
	TOTAL SALARIES	\$ 456,871.24	\$ 492,770.94	\$ 481,384.23
10-200-91500	Employee taxes	\$ 32,996.35	\$ 39,421.68	\$ 38,510.74
10-200-92000	Retirement	\$ 26,433.77	\$ 29,959.53	\$ 29,959.53
10-200-93000	Group Insurance	\$ 72,432.81	\$ 75,490.55	\$ 75,490.55
	SUBTOTAL RELATED EXPENSE	\$ 131,862.93	\$ 144,871.76	\$ 143,960.82
TOTAL SALARIES & RELATED		\$ 588,734.17	\$ 637,642.70	\$ 625,345.05

LAW ENFORCEMENT

LAW ENFORCEMENT BUDGET

		Actual 2019	Original 2020	Amended 2020
SERVICES & SUPPLIES				
10-200-50130	Supplies General	\$ 1,841.24	\$ 2,500.00	\$ 2,400.00
10-200-50300	DARE Program	\$ 1,247.83	\$ 1,250.00	\$ 1,250.00
10-200-50500	Building Maintenance	\$ 993.98	\$ 1,005.00	\$ 1,005.00
10-200-50550	Custodial Supplies	\$ 495.01	\$ 500.00	\$ 500.00
10-200-50600	Miscellaneous Expense	\$ -	\$ 200.00	\$ 200.00
10-200-50700	Office Expense	\$ 1,086.31	\$ 1,200.00	\$ 1,000.00
10-20050750	Postage	\$ 221.90	\$ 251.25	\$ 251.25
10-200-51000	Repairs & Maintenance	\$ 956.51	\$ 1,005.00	\$ 1,005.00
10-200-52000	Supplies Small Tools (Ammo)	\$ 4,531.39	\$ 4,000.00	\$ 4,000.00
10-200-55200	Advertising Expense	\$ -	\$ 250.00	\$ 250.00
10-200-55500	Bank/Credit Card Fees	\$ -	\$ 50.25	\$ 50.25
10-200-55600	Contract Labor	\$ -	\$ 300.00	\$ 300.00
10-200-55800	Dues & Subscriptions	\$ 744.82	\$ 2,800.00	\$ 2,800.00
10-200-55850	Equipment Rental	\$ 819.38	\$ 900.00	\$ 900.00
10-200-56000	Insurance	\$ 35,118.54	\$ 38,325.00	\$ 38,325.00
10-200-56200	Legal	\$ 476.00	\$ 5,025.00	\$ 5,025.00
10-200-56400	Professional	\$ 31,460.86	\$ 31,155.00	\$ 31,155.00
10-200-56450	Contract Service/Security	\$ -	\$ 100.00	\$ 100.00
10-200-56500	Safety Program	\$ 55.00	\$ 250.00	\$ 250.00
10-200-56900	Travel Law	\$ 1,478.20	\$ 1,500.00	\$ 1,500.00
10-200-56950	Training & Education Law	\$ 3,005.50	\$ 4,000.00	\$ 4,000.00
10-200-57400	Equip/Software Contracts	\$ 6,806.14	\$ 11,200.00	\$ 11,200.00
10-200-61000	Telephone	\$ 6,144.60	\$ 5,760.00	\$ 5,760.00
10-200-61050	Internet Services	\$ 4,773.92	\$ 4,200.00	\$ 4,200.00
10-200-62000	Utilities - Electric	\$ 4,755.02	\$ 7,612.88	\$ 5,000.00
10-200-62100	Utilities - Gas	\$ 2,495.53	\$ 2,842.14	\$ 2,842.14
10-200-62300	Utilities - Other	\$ 396.63	\$ 502.50	\$ 502.50
10-200-70000	Vehicle Fuel	\$ 16,919.38	\$ 20,000.00	\$ 18,000.00
10-200-71000	Vehicle Repair & Maint	\$ 16,203.71	\$ 20,100.00	\$ 18,000.00
10-200-71100	Equipment Repair & Maint	\$ 704.83	\$ 703.50	\$ 703.50
10-200-92500	Uniform Expense	\$ 7,675.96	\$ 8,100.00	\$ 8,100.00
SUBTOTAL SERVICES & SUPPLIES		\$ 151,408.19	\$ 177,587.52	\$ 170,574.64

LAW ENFORCEMENT

LAW ENFORCEMENT BUDGET

		Actual 2019	Original 2020	Amended 2020
CAPITAL OUTLAY				
CAPITAL PROJECTS				
		\$ -	\$ 5,000.00	\$ 5,000.00
		\$ -	\$ 3,000.00	\$ 3,000.00
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
10-200-95100	SUBTOTAL CAPITAL PROJECTS	\$ -	\$ 8,000.00	\$ 8,000.00
CAPITAL EQUIPMENT				
		\$ 26,519.05	\$ 28,000.00	\$ 28,000.00
		\$ 1,584.00	\$ 1,600.00	\$ 1,600.00
		\$ 8,810.88	\$ 2,500.00	\$ 2,500.00
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
10-200-95500	SUBTOTAL EQUIP	\$ 36,913.93	\$ 32,100.00	\$ 32,100.00
TOTAL CAPITAL OUTLAY		\$ 36,913.93	\$ 40,100.00	\$ 40,100.00
TOTAL ANNUAL EXPENSES		\$ 777,056.29	\$ 855,330.22	\$ 836,019.69
NET REVENUES OVER EXPENSES		\$ (658,206.45)	\$ (767,530.22)	\$ (769,469.69)

COURT

COURT DEPARTMENT		Actual 2019	Original 2020	Amended 2020
REVENUES				
10-250-40800	Miscellaneous Income	\$ 215.68	\$ 100.00	\$ 100.00
10-250-42000	Grant revenues	\$ -	\$ -	\$ -
10-250-44500	Traffic Ct.Fines	\$ 47,168.45	\$ 55,275.00	\$ 41,456.25
10-250-44510	Other Fines	\$ 11,694.87	\$ 7,000.00	\$ 5,250.00
10-250-44520	Law Income Other	\$ 32.00	\$ 100.00	\$ 100.00
	SUBTOTAL REVENUES	\$ 59,111.00	\$ 62,475.00	\$ 46,906.25
10-250-46000	Transfers In - Gen Fnd	\$ -	\$ -	\$ -
	SUBTOTAL TRANSFERS	\$ -	\$ -	\$ -
TOTAL - ANNUAL REVENUE		\$ 59,111.00	\$ 62,475.00	\$ 46,906.25
EXPENSES				
SALARIES & RELATED:				
SALARY				
	Admin Distributions	\$ -	\$ -	\$ -
	Court Clerk	\$ -	\$ 32,292.29	\$ 32,292.29
	Deputy Court Clerk	\$ -	\$ -	\$ -
	Court Baliff	\$ -	\$ 1,620.00	\$ 1,485.00
	Court Baliff	\$ -	\$ -	\$ -
	Salary Contengencies	\$ -	\$ 2,000.00	\$ 2,000.00
10-250-90000	SUBTOTAL SALARIES	\$ 33,560.24	\$ 35,912.29	\$ 35,777.29
10-250-90500	Overtime	\$ -	\$ 100.00	\$ 100.00
	TOTAL OT SALARIES	\$ -	\$ 100.00	\$ 100.00
TOTAL SALARIES		\$ 33,560.24	\$ 36,012.29	\$ 35,877.29
10-250-91500	Employee taxes	\$ 2,518.24	\$ 2,880.98	\$ 2,870.18
10-250-92000	Retirement	\$ 1,090.07	\$ 2,545.03	\$ 2,545.03
10-250-93000	Group Insurance	\$ 4,342.60	\$ 4,896.24	\$ 4,896.24
	TOTAL RELATED EXPENSE	\$ 7,950.91	\$ 10,322.25	\$ 10,311.45
TOTAL SALARIES & RELATED		\$ 41,511.15	\$ 46,334.54	\$ 46,188.74

COURT

COURT DEPARTMENT		Actual 2019	Original 2020	Amended 2020
SERVICES & SUPPLIES				
10-250-50130	Supplies General	\$ 62.06	\$ 200.00	\$ 600.00
10-250-50500	Building Maintenance	\$ -	\$ 100.00	\$ 100.00
10-250-50550	Custodial Supplies	\$ 18.20	\$ 100.00	\$ 100.00
10-250-50600	Miscellaneous Expense	\$ -	\$ 100.00	\$ 100.00
10-250-50700	Office Expense	\$ 834.82	\$ 1,000.00	\$ 800.00
10-250-50750	Postage	\$ 332.69	\$ 502.50	\$ 502.50
10-250-51000	Repairs & Maintenance	\$ -	\$ 100.00	\$ 100.00
10-250-52000	Supplies Small Tools	\$ -	\$ 200.00	\$ 200.00
10-250-55200	Advertising Expense	\$ -	\$ 100.00	\$ 100.00
10-250-55500	Bank/Credit Card Fees	\$ 1,683.47	\$ 1,928.60	\$ 1,928.60
10-250-55600	Contract Labor	\$ -	\$ 100.00	\$ -
10-250-55800	Dues & Subscriptions	\$ 66.00	\$ 100.00	\$ 100.00
10-250-55850	Equipment Rental	\$ 64.52	\$ 100.00	\$ 100.00
10-250-56000	Insurance	\$ 2,650.00	\$ 2,677.50	\$ 2,677.50
10-250-56200	Legal	\$ -	\$ 201.00	\$ 201.00
10-250-56400	Professional (Judge)	\$ 13,220.24	\$ 18,090.00	\$ 18,090.00
10-250-56450	Contract Service/Security	\$ -	\$ 100.00	\$ 100.00
10-250-56910	Travel Court	\$ -	\$ 1,000.00	\$ 1,000.00
10-250-56960	Training & Education Court	\$ 140.00	\$ 500.00	\$ 500.00
10-250-57400	Equip/Software Contracts	\$ 207.54	\$ 250.00	\$ 250.00
10-250-61000	Telephone	\$ 1,381.19	\$ 1,400.00	\$ 1,400.00
10-250-61050	Internet Services	\$ 3,016.86	\$ 3,200.00	\$ 3,200.00
10-250-62000	Utilities - Electric	\$ -	\$ 100.00	\$ 100.00
10-250-62100	Utilities - Gas	\$ -	\$ -	\$ -
10-250-62300	Utilities - Other	\$ -	\$ -	\$ -
10-250-70000	Vehicle Fuel	\$ -	\$ -	\$ -
10-250-71000	Vehicle Repair & Maint	\$ -	\$ -	\$ -
10-250-71100	Equipment Repair & Maint	\$ -	\$ -	\$ -
10-250-80000	Court Automation	\$ 3,439.05	\$ 4,221.00	\$ 3,800.00
10-250-81000	CVC Fees	\$ 3,502.90	\$ 4,321.50	\$ 3,800.00
10-250-81100	POST Fund	\$ 491.29	\$ 603.00	\$ 500.00
10-250-82000	Sheriff's Retirement Fund	\$ 1,480.00	\$ 1,809.00	\$ 1,500.00
10-250-92500	Uniform Expense	\$ -	\$ -	\$ -
SUBTOTAL SERVICES & SUPPLIES		\$ 32,590.83	\$ 43,104.10	\$ 41,849.60
CAPITAL OUTLAY				
CAPITAL PROJECTS				
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
10-250-95100	SUBTOTAL CAPITAL PROJECTS	\$ -	\$ -	\$ -
CAPITAL EQUIPMENT				
	\$	\$ 456.59	\$ 500.00	\$ 500.00
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
10-250-95500	SUBTOTAL EQUIP	\$ 456.59	\$ 500.00	\$ 500.00
TOTAL CAPITAL OUTLAY		\$ 456.59	\$ 500.00	\$ 500.00
TOTAL ANNUAL EXPENSES		\$ 74,558.57	\$ 89,938.64	\$ 88,538.34
NET REVENUES OVER EXPENSES		\$ (15,447.57)	\$ (27,463.64)	\$ (41,632.09)

STREETS

STREETS DEPARTMENT

		Actual 2019	Original 2020	Amended 2020
REVENUES				
10-300-40800	Misc Income (Traffic Impact & Other Fees)	\$ 51.60	\$ 42,960.00	\$ 42,960.00
10-300-42000	GRANT-Federal Funds	\$ 93,896.37	\$ 995,000.00	\$ 995,000.00
10-300-45410	FUEL TAX	\$ 215,367.98	\$ 207,000.00	\$ 155,250.00
10-300-45450	BRIDGE TAX	\$ 32,491.20	\$ 32,825.00	\$ 35,700.00
	SUBTOTAL REVENUES	\$ 341,807.15	\$ 1,277,785.00	\$ 1,228,910.00
10-300-46000	Transfer In from General	\$ -	\$ -	\$ -
	SUBTOTAL TRANSFERS	\$ -	\$ -	\$ -
TOTAL - ANNUAL REVENUE		\$ 341,807.15	\$ 1,277,785.00	\$ 1,228,910.00
EXPENSES				
SALARIES & RELATED:				
SALARY				
	Admin distributions	\$ 28,455.10	\$ 28,455.10	\$ 28,455.10
	Director Public Works 20%	\$ -	\$ -	\$ -
	Operations Assistant 20%	\$ 8,041.77	\$ 8,041.77	\$ 8,041.77
	Maintenance Superintendent - Streets	\$ 42,345.08	\$ 42,345.08	\$ 42,345.08
	Maint Tech I Streets	\$ 28,792.68	\$ 28,792.68	\$ 28,792.68
	Maint Tech I Vacant	\$ -	\$ -	\$ -
	Maint Tech I Vacant	\$ -	\$ -	\$ -
	Mechanic 20%	\$ 6,955.05	\$ 6,955.05	\$ 6,955.05
	Salary Contingencies	\$ 5,810.35	\$ 5,810.35	\$ 5,810.35
10-300-90000	SUBTOTAL SALARIES	\$ 60,807.83	\$ 63,489.83	\$ 63,489.83
10-300-90500	Overtime	\$ 1,719.72	\$ 2,000.00	\$ 2,000.00
	TOTAL OT SALARIES	\$ 1,719.72	\$ 2,000.00	\$ 2,000.00
	TOTAL SALARIES	\$ 62,527.55	\$ 65,489.83	\$ 65,489.83
10-300-91500	Payroll taxes	\$ 4,651.44	\$ 5,239.19	\$ 5,239.19
10-300-92000	Retirement	\$ 4,395.61	\$ 4,846.25	\$ 4,846.25
10-300-93000	Group insurance	\$ 21,576.67	\$ 15,926.76	\$ 15,926.76
	SUBTOTAL RELATED EXPENSE	\$ 30,623.72	\$ 26,012.20	\$ 26,012.20
	TOTAL SALARIES & RELATED	\$ 93,151.27	\$ 91,502.03	\$ 91,502.03

STREETS

STREETS DEPARTMENT

		Actual 2019	Original 2020	Amended 2020
SERVICES & SUPPLIES				
10-300-50130	Street R&M Supplies	\$ 11,933.75	\$ 25,000.00	\$ 25,000.00
10-300-50500	Building Maintenance	\$ 33.20	\$ 2,000.00	\$ 2,000.00
10-300-50550	Custodial Expense	\$ -	\$ 100.00	\$ 100.00
10-300-50600	Miscellaneous Expense	\$ 18.61	\$ 100.00	\$ 100.00
10-300-50700	Office Supplies	\$ -	\$ 100.00	\$ 100.00
10-300-50750	Postage	\$ 40.05	\$ 50.50	\$ 50.50
10-300-51000	Street R&M	\$ 1,598.96	\$ 15,000.00	\$ 15,000.00
10-300-52000	Supplies-Small Equip	\$ 860.69	\$ 1,000.00	\$ 1,000.00
10-300-55200	Advertising	\$ 250.24	\$ 250.00	\$ 250.00
10-300-55600	Contract Labor	\$ -	\$ 2,020.00	\$ 2,020.00
10-300-55800	Dues & Subscriptions	\$ 2,323.66	\$ 2,500.00	\$ 2,700.00
10-300-55850	Equipment Rental	\$ 7,572.30	\$ 2,500.00	\$ 2,500.00
10-300-56000	Insurance	\$ 11,105.05	\$ 12,075.00	\$ 12,075.00
10-300-56200	Legal	\$ 731.50	\$ 2,020.00	\$ 2,020.00
10-300-56400	Professional (Engineering)	\$ -	\$ 1,010.00	\$ 1,010.00
10-300-56500	Safety Program	\$ 22.00	\$ 500.00	\$ 500.00
10-300-56900	Travel Expense	\$ -	\$ 300.00	\$ 300.00
10-300-56950	Training & Education	\$ -	\$ 100.00	\$ 100.00
10-300-57200	Recycle Center	\$ -	\$ -	\$ -
10-300-61000	Telephone	\$ 1,381.19	\$ 1,500.00	\$ 1,500.00
10-300-61050	Internet Services	\$ 3,117.99	\$ 3,500.00	\$ 3,500.00
10-300-61110	Street Lights	\$ 57,606.87	\$ 61,610.00	\$ 60,000.00
10-300-62000	Utilities-Electricity	\$ 2,284.23	\$ 4,080.40	\$ 3,000.00
10-300-62100	Utilities-Natural gas	\$ 177.23	\$ 510.05	\$ 400.00
10-300-62300	Utilities-Other	\$ -	\$ 101.00	\$ -
10-300-70000	Vehicles Fuel	\$ 598.51	\$ 1,224.12	\$ 600.00
10-300-70100	Equipment Fuel	\$ 828.67	\$ 1,020.10	\$ 1,000.00
10-300-71000	Vehicles Repair & Maint	\$ 1,197.98	\$ 1,515.00	\$ 1,515.00
10-300-71100	Equip Repair & Maint	\$ 1,618.96	\$ 1,010.00	\$ 1,010.00
10-300-92500	Uniforms	\$ 1,135.59	\$ 1,500.00	\$ 1,500.00
SUBTOTAL SERVICES & SUPPLIES		\$ 106,437.23	\$ 144,196.17	\$ 140,850.50

STREETS

STREETS DEPARTMENT

		Actual 2019	Original 2020	Amended 2020
CAPITAL OUTLAY				
CAPITAL PROJECTS				
		\$ 25,203.80	\$ 1,000.00	\$ 1,000.00
		\$ 66,284.12	\$ 812,860.00	\$ 812,860.00
		\$ 25,000.00	\$ 250,000.00	\$ 250,000.00
		\$ -	\$ 10,000.00	\$ 10,000.00
		\$ -	\$ -	\$ 15,000.00
10-300-95100	SUBTOTAL CAPITAL PROJECTS	\$ 116,487.92	\$ 1,073,860.00	\$ 1,088,860.00
CAPITAL EQUIPMENT				
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
10-300-95500	SUBTOTAL EQUIP	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY		\$ 116,487.92	\$ 1,073,860.00	\$ 1,088,860.00
TOTAL ANNUAL EXPENSES		\$ 316,076.42	\$ 1,309,558.20	\$ 1,321,212.53
NET REVENUES OVER EXPENSES		\$ 25,730.73	\$ (31,773.20)	\$ (92,302.53)

PLANNING DEVELOPMENT

PLANNING & DEVELOPMENT DEPARTMENT

		Actual 2019	Original 2020	Amended 2020
<u>REVENUES</u>				
10-400-40930	Planning and Zoning	\$ 5,912.80	\$ 3,000.00	\$ 3,000.00
10-400-42000	Grant Revenues	\$ -	\$ -	\$ -
	SUBTOTAL REVENUES	\$ 5,912.80	\$ 3,000.00	\$ 3,000.00
10-400-46000	Transfer in from General	\$ -	\$ -	\$ -
	SUBTOTAL TRANSFERS	\$ -	\$ -	\$ -
TOTAL - ANNUAL REVENUE		\$ 5,912.80	\$ 3,000.00	\$ 3,000.00
<u>EXPENSES</u>				
SALARIES & RELATED:				
SALARY				
	Admin Distribution	\$ -	\$ 60,545.88	\$ 60,545.88
	Director P&D	\$ -	\$ 59,548.33	\$ 59,548.33
	Building Inspector	\$ -	\$ -	\$ -
	Planning Ass't	\$ -	\$ 41,361.46	\$ 41,361.46
	Salary Contingencies	\$ -	\$ 4,462.61	\$ 4,462.61
10-400-90000	SUBTOTAL SALARIES	\$ 41,804.25	\$ 44,826.52	\$ 44,826.52
	Overtime	\$ -	\$ 200.00	\$ 200.00
	TOTAL OT SALARIES	\$ -	\$ 200.00	\$ 200.00
TOTAL SALARIES		\$ 41,804.25	\$ 45,026.52	\$ 45,026.52
10-400-91500	Payroll taxes	\$ 3,147.96	\$ 3,602.12	\$ 3,602.12
10-400-92000	Retirement	\$ 2,968.06	\$ 3,331.96	\$ 3,331.96
10-400-93000	Group insurance	\$ 7,258.78	\$ 7,474.91	\$ 7,474.91
	SUBTOTAL RELATED EXPENSE	\$ 13,374.80	\$ 14,408.99	\$ 14,408.99
TOTAL SALARIES & RELATED		\$ 55,179.05	\$ 59,435.51	\$ 59,435.51

PLANNING DEVELOPMENT

PLANNING & DEVELOPMENT DEPARTMENT

		Actual 2019	Original 2020	Amended 2020
SERVICES & SUPPLIES				
10-400-50130	Supplies	\$ 60.00	\$ 200.00	\$ 200.00
10-400-50600	Misc exp	\$ -	\$ 100.00	\$ 100.00
10-400-50700	Office supplies	\$ 233.24	\$ 500.00	\$ 500.00
10-400-50750	Postage	\$ 72.34	\$ 100.50	\$ 100.50
10-400-51000	Repairs & Maint	\$ -	\$ 100.50	\$ 100.50
10-400-52000	Supplies-Small Equipment	\$ -	\$ 100.00	\$ 100.00
10-400-55200	Advertising	\$ 371.95	\$ 500.00	\$ 500.00
10-400-55800	Dues and Subscriptions	\$ 270.00	\$ 250.00	\$ 250.00
10-400-55850	Equipment Rental	\$ 64.52	\$ 100.00	\$ 100.00
10-400-56000	Insurance	\$ 3,891.51	\$ 4,200.00	\$ 4,200.00
10-400-56200	Legal	\$ 4,298.84	\$ 4,522.50	\$ 4,522.50
10-400-56400	Professional	\$ 16,975.87	\$ 15,000.00	\$ 15,000.00
10-400-56450	Contract Labor	\$ -	\$ -	\$ -
10-400-56900	Travel Expense	\$ -	\$ 250.00	\$ 250.00
10-400-56950	Training & Education	\$ 10.00	\$ 500.00	\$ 500.00
10-400-57400	Equipment /Software Contracts	\$ 2,509.41	\$ 3,015.00	\$ 3,015.00
10-400-61000	Telephone	\$ 2,038.76	\$ 2,100.00	\$ 2,100.00
10-400-61050	Internet Services	\$ 3,016.85	\$ 3,500.00	\$ 3,500.00
10-400-70000	Vehicle Fuel	\$ -	\$ 100.00	\$ -
10-400-71000	Vehicle Expense	\$ -	\$ 100.00	\$ -
SUBTOTAL SERVICES & SUPPLIES		\$ 33,813.29	\$ 35,238.50	\$ 35,038.50
CAPITAL OUTLAY				
CAPITAL PROJECTS				
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
10-400-95100	SUBTOTAL CAPITAL PROJECTS	\$ -	\$ -	\$ -
CAPITAL EQUIPMENT				
		\$ -	\$ 1,000.00	\$ 1,000.00
		\$ -	\$ 800.00	\$ 800.00
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
10-400-95500	SUBTOTAL EQUIP	\$ -	\$ 1,800.00	\$ 1,800.00
TOTAL CAPITAL OUTLAY		\$ -	\$ 1,800.00	\$ 1,800.00
TOTAL ANNUAL EXPENSES		\$ 88,992.34	\$ 96,474.01	\$ 96,274.01
NET REVENUES OVER EXPENSES		\$ (83,079.54)	\$ (93,474.01)	\$ (93,274.01)

EMERGENCY MANAGEMENT

EMERGENCY MANAGEMENT DEPARTMENT

		Actual 2019	Original 2020	Amended 2020
REVENUES				
10-500-42000	Grant Revenues	\$ 8,807.10	\$ 8,000.00	\$ 8,000.00
	SUBTOTAL REVENUES	\$ 8,807.10	\$ 8,000.00	\$ 8,000.00
10-500-46000	Transfer in from General	\$ -	\$ -	\$ -
	SUBTOTAL TRANSFERS	\$ -	\$ -	\$ -
TOTAL - ANNUAL REVENUE		\$ 8,807.10	\$ 8,000.00	\$ 8,000.00
EXPENSES				
SALARIES & RELATED:				
SALARY				
10-500-42000	EM PERSONNEL	\$ -	\$ -	\$ -
	SUBTOTAL SALARIES	\$ -	\$ -	\$ -
10-500-90500	Overtime	\$ -	\$ -	\$ -
	TOTAL OT SALARIES	\$ -	\$ -	\$ -
	TOTAL SALARIES	\$ -	\$ -	\$ -
10-500-91500	Payroll taxes	\$ -	\$ -	\$ -
10-500-92000	Retirement	\$ -	\$ -	\$ -
10-500-93000	Group Insurance	\$ -	\$ -	\$ -
	SUBTOTAL RELATED EXPENSE	\$ -	\$ -	\$ -
	TOTAL SALARIES & RELATED	\$ -	\$ -	\$ -

EMERGENCY MANAGEMENT

EMERGENCY MANAGEMENT DEPARTMENT

		Actual 2019	Original 2020	Amended 2020
SERVICES & SUPPLIES				
10-500-50700	Office Supplies	\$ -	\$ -	\$ -
10-500-51000	Repairs & Maintenance	\$ 1,439.00	\$ 1,500.00	\$ 1,500.00
10-500-52000	Supplies - Small equipment	\$ 1,440.00	\$ 1,500.00	\$ 1,500.00
10-500-55600	Contract Labor	\$ 16,340.00	\$ 16,700.00	\$ 16,700.00
10-500-55800	Dues & Subscriptions	\$ -	\$ -	\$ -
10-500-56000	Insurance	\$ -	\$ -	\$ -
10-500-56200	Legal	\$ -	\$ 200.00	\$ 200.00
10-500-56900	Travel Expense	\$ 692.00	\$ 600.00	\$ 600.00
10-500-56950	Training & Education	\$ 175.00	\$ 200.00	\$ 200.00
10-500-61000	Telephone	\$ -	\$ -	\$ -
10-500-7000	Vehicle Expense-Fuel	\$ -	\$ -	\$ -
10-500-71000	Vehicle Expense-Other	\$ -	\$ -	\$ -
SUBTOTAL SERVICES & SUPPLIES		\$ 20,086.00	\$ 20,700.00	\$ 20,700.00
CAPITAL OUTLAY				
CAPITAL PROJECTS				
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
10-500-95100	SUBTOTAL CAPITAL PROJECTS	\$ -	\$ -	\$ -
CAPITAL EQUIPMENT				
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
10-500-95500	SUBTOTAL EQUIP	\$ -	\$ -	\$ -
TOTAL CAPITAL OUTLAY		\$ -	\$ -	\$ -
TOTAL ANNUAL EXPENSES		\$ 20,086.00	\$ 20,700.00	\$ 20,700.00
NET REVENUES OVER EXPENSES		\$ (11,278.90)	\$ (12,700.00)	\$ (12,700.00)

ENTERPRISE FUND - WATER

WATER DEPARTMENT	Actual 2019	Original 2020	Amended 2020
Beginning Fund Cash & Equivalents	\$ 1,956,727.40	\$ 2,558,579.81	\$ 2,558,579.81
 REVENUES			
20-600-40700 Meter Installation	\$ 21,270.00	\$ 15,000.00	\$ 15,000.00
20-600-40800 Miscellaneous Income	\$ 11,172.46	\$ 1,000.00	\$ 1,000.00
20-600-40920 Penalty Incom	\$ 29,651.55	\$ 30,000.00	\$ 30,000.00
20-600-44200 Grant Revenue	\$ -	\$ -	\$ -
20-600-43000 Interest Income	\$ 11,548.91	\$ 2,000.00	\$ 2,500.00
20-600-49500 COP Proceeds	\$ -	\$ -	\$ -
20-600-48510 Water City Commercial	\$ 81,509.78	\$ 77,700.00	\$ 70,000.00
20-600-48515 Water Rural Commercial	\$ 5,033.70	\$ 5,355.00	\$ 5,355.00
20-600-48520 Water City Residential	\$ 508,325.64	\$ 525,000.00	\$ 475,000.00
20-600-48525 Water Rural Residential	\$ 338,919.66	\$ 352,800.00	\$ 330,000.00
TOTAL REVENUES	\$ 1,007,431.70	\$ 1,008,855.00	\$ 928,855.00
	\$ -	\$ -	\$ -
Transfer from General Fund	\$ -	\$ -	\$ -
Transfer from Sewer	\$ -	\$ -	\$ -
Transfer from Reserves	\$ -	\$ 392,331.11	\$ 271,000.00
20-600-46000 SUBTOTAL TRANSFERS	\$ -	\$ 392,331.11	\$ 271,000.00
 TOTAL - ANNUAL REVENUE	 \$ 1,007,431.70	 \$ 1,401,186.11	 \$ 1,199,855.00

ENTERPRISE FUND - WATER

WATER DEPARTMENT	Actual 2019	Original 2020	Amended 2020
EXPENSES			
SALARIES & RELATED			
	SALARIES		
	\$	\$	\$
	-	-	-
	\$	\$	\$
	-	-	-
	\$	\$ 16,083.53	\$ 16,083.53
	\$	-	-
	\$	\$ 41,361.46	\$ 41,361.46
	\$	\$ 33,119.30	\$ 33,119.30
	\$	\$ 30,004.45	\$ 30,004.45
	\$	\$ 34,795.96	\$ 34,795.96
	\$	\$ 13,910.11	\$ 13,910.11
	\$	\$ 25,918.97	\$ 25,918.97
	\$	\$ 161,787.82	\$ 161,787.82
20-600-90000	SUBTOTAL SALARIES	\$ 329,122.26	\$ 356,981.60
20-600-90500	Overtime	\$ 2,985.66	\$ 3,000.00
	TOTAL OT SALARIES	\$ 2,985.66	\$ 3,000.00
	TOTAL SALARIES	\$ 332,107.92	\$ 359,981.60
20-600-91500	Employee taxes	\$ 24,886.59	\$ 28,798.53
20-600-92000	Retirement	\$ 22,616.09	\$ 26,638.64
20-600-92500	Pension	\$ (10.00)	\$ 40,000.00
20-600-93000	Group Insurance	\$ 73,722.04	\$ 76,447.74
	TOTAL RELATED	\$ 121,214.72	\$ 171,884.91
TOTAL SALARIES & RELATED	\$ 453,322.64	\$ 531,866.51	\$ 531,866.51

ENTERPRISE FUND - WATER

WATER DEPARTMENT		Actual	Original	Amended
		2019	2020	2020
SERVICES & SUPPLIES				
20-600-50130	Supplies	\$ 14,104.34	\$ 18,000.00	\$ 18,000.00
20-600-50200	Laboratory Fees	\$ 1,643.00	\$ 2,500.00	\$ 2,500.00
20-600-50300	Laboratory Supplies	\$ 10,858.79	\$ 6,000.00	\$ 6,000.00
20-600-50350	Permit Fees	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
20-600-50500	Building Maintenance	\$ 454.27	\$ 1,500.00	\$ 1,500.00
20-600-50550	Custodial Supplies	\$ -	\$ 100.00	\$ 100.00
20-600-50600	Miscellaneous Expense	\$ -	\$ 100.00	\$ 100.00
20-600-50700	Office Expense	\$ 2,315.90	\$ 2,000.00	\$ 2,000.00
20-600-50750	Postage	\$ 10,161.30	\$ 12,060.00	\$ 12,000.00
20-600-51000	Repairs & Maintenance	\$ 5,024.14	\$ 20,000.00	\$ 20,000.00
20-600-51100	Telemetry O&M	\$ -	\$ -	\$ -
20-600-52000	Supplies - Small Equipment	\$ 1,685.73	\$ 1,000.00	\$ 1,000.00
20-600-52500	Meter Replacement	\$ 3,830.34	\$ 15,000.00	\$ 15,000.00
20-600-55200	Advertising	\$ 615.00	\$ 900.00	\$ 900.00
20-600-55400	Audit Expense	\$ 6,800.00	\$ 6,834.00	\$ 6,834.00
20-600-55500	Bank/Credit Card Fees	\$ 7,799.02	\$ 8,120.40	\$ 8,120.40
20-600-55600	Contract Labor	\$ 6,296.73	\$ 10,050.00	\$ 10,050.00
20-600-55800	Dues & Subscriptions	\$ 7,271.75	\$ 8,000.00	\$ 8,000.00
20-600-55850	Equipment Rental	\$ 2,143.89	\$ 2,200.00	\$ 2,200.00
20-600-56000	Insurance	\$ 32,081.26	\$ 34,125.00	\$ 34,125.00
20-600-56200	Legal	\$ 1,099.00	\$ 1,507.50	\$ 1,507.50
20-600-56400	Professional	\$ 6,202.73	\$ 7,000.00	\$ 7,000.00
20-600-56500	Safety Program	\$ -	\$ 500.00	\$ 200.00
20-600-56900	Travel Expense	\$ 432.60	\$ 500.00	\$ 400.00
20-600-56950	Training & Education	\$ 1,042.90	\$ 1,000.00	\$ 1,000.00
20-600-57300	Rent	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
20-600-57400	Equipment/Software Contracts	\$ 16,069.49	\$ 18,000.00	\$ 18,000.00
20-600-61000	Telephone	\$ 3,764.71	\$ 3,400.00	\$ 3,400.00
20-600-61050	Internet Services	\$ 5,808.74	\$ 4,600.00	\$ 4,600.00
20-600-62000	Utilities - Electric	\$ 91,211.85	\$ 101,505.00	\$ 101,505.00
20-600-62100	Utilities - Gas	\$ 1,415.48	\$ 1,522.58	\$ 1,522.58
20-600-62300	Utilities - Other	\$ 1,013.29	\$ 1,522.58	\$ 1,522.58
20-600-70000	Vehicle Fuel	\$ 7,992.80	\$ 8,120.40	\$ 8,000.00
20-600-70100	Equipment Fuel	\$ 928.63	\$ 1,218.06	\$ 1,000.00
20-600-71000	Vehicle Repairs/Maint	\$ 1,455.55	\$ 2,030.10	\$ 2,000.00
20-600-71100	Equipment Repairs/Maint	\$ 951.29	\$ 750.00	\$ 750.00
20-600-92500	Uniforms Expense	\$ 1,224.02	\$ 1,500.00	\$ 1,500.00
20-600-97100	Bad Debt Expense	\$ 2,903.08	\$ 1,500.00	\$ 1,500.00
20-600-97200	Depreciation Expense	\$ 146,809.52	\$ -	\$ -
SUBTOTAL SERVICES & SUPPLIES		\$ 409,411.14	\$ 310,665.62	\$ 309,837.06

ENTERPRISE FUND - WATER

WATER DEPARTMENT	Actual 2019	Original 2020	Amended 2020
DEBT SERVICE			
20-600-96000 Debt service principle	\$ 75,000.00	185,500.00	\$ 77,500.00
20-600-96200 Debt service interest	\$ 32,117.75	\$ 118,095.00	\$ 24,095.00
20-600-96400 Fiscal Agent Fees	\$ 1,125.00	\$ 1,500.00	\$ 1,500.00
TOTAL DEBT SERVICE	\$ 33,242.75	\$ 305,095.00	\$ 103,095.00
CAPITAL OUTLAY			
CAPITAL PROJECTS			
	\$ 1,998.07	\$ 6,000.00	\$ 6,000.00
	\$ -	\$ 2,000.00	\$ 2,000.00
	\$ -	\$ 3,000.00	\$ 3,000.00
	\$ -	\$ 200,000.00	\$ 200,000.00
		\$ 20,000.00	\$ 20,000.00
	\$ -	\$ 2,500.00	\$ 2,500.00
20-600-95100 SUBTOTAL CAPITAL PROJECTS	\$ 1,998.07	\$ 233,500.00	\$ 233,500.00
CAPITAL EQUIPMENT			
	\$ 3,074.20	\$ 1,500.00	\$ 1,500.00
	\$ -	\$ 10,000.00	\$ 10,000.00
	\$ -	\$ 8,000.00	\$ 8,000.00
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
20-600-95500 SUBTOTAL EQUIP	\$ 3,074.20	\$ 19,500.00	\$ 19,500.00
TOTAL CAPITAL OUTLAY	\$ 5,072.27	\$ 253,000.00	\$ 253,000.00
TOTAL EXPENSES	\$ 901,048.80	\$ 1,400,627.13	\$ 1,197,798.57
20-600-97300 Transfer to Sewer	\$ -	\$ -	\$ -
TOTAL TRANSFERS	\$ -	\$ -	\$ -
TOTAL ANNUAL EXPENSES	\$ 901,048.80	\$ 1,400,627.13	\$ 1,197,798.57
NET REVENUES OVER EXPENSES	\$ 106,382.90	\$ 558.98	\$ 2,056.43
Projected Ending Fund Reserves-Water	\$ 2,558,579.81	\$ 2,166,807.68	\$ 2,289,636.24

ENTERPRISE FUND - SEWER

SEWER DEPARTMENT		Actual	Original	Amended
		2019	2020	2020
Beginning Fund Cash & Equivalents		\$612,103.05	\$ 653,298.79	\$ 653,298.79
 REVENUES				
20-700-40800	Miscellaneous Revenue	\$ 5,499.16	\$ 1,500.00	\$ 1,500.00
20-700-40920	Penalty Revenue	\$ 30,927.07	\$ 30,000.00	\$ 30,000.00
20-700-40960	Trash Income	\$ 280,616.37	\$ 275,520.00	\$ 275,520.00
20-700-42000	Grants	\$ -	\$ -	\$ -
20-700-42100	Hook Up Fees	\$ 36,000.00	\$ 8,000.00	\$ 10,000.00
20-700-43000	Interest	\$ 26,406.69	\$ 2,500.00	\$ 2,500.00
20-700-48800	Sewer Fees	\$ 1,407,627.92	\$ 1,415,000.00	\$ 1,400,000.00
20-700-49500	COP Proceeds	\$ -		
20-700-49550	COP Proceeds	\$ -	\$ 110,000.00	\$ 110,000.00
TOTAL REVENUES		\$ 1,787,077.21	\$ 1,842,520.00	\$ 1,829,520.00
	Transfer from General Fund	\$ -	\$ -	\$ -
	Transfer from Water	\$ -	\$ -	\$ -
	Transfer from Reserves	\$ -	\$ 210,000.00	\$ 222,200.00
20-700-46000	SUBTOTAL TRANSFERS	\$ -	\$ 210,000.00	\$ 222,200.00
TOTAL - ANNUAL REVENUE		\$ 1,787,077.21	\$ 2,052,520.00	\$ 2,051,720.00

ENTERPRISE FUND - SEWER

SEWER DEPARTMENT

		Actual	Original	Amended
		2019	2020	2020
EXPENSES				
SALARIES & RELATED				
	Admin distrlbutlons	\$ -	\$ -	\$ -
	Director Public Works 40%	\$ -	\$ -	\$ -
	Operations Assistant 40%	\$ -	\$ 16,083.53	\$ 16,083.53
	Superintendent Vacant	\$ -	\$ 38,362.55	\$ 38,362.55
	Maint Tech I	\$ -	\$ 33,947.28	\$ 33,947.28
	Maint Tech 1	\$ -	\$ -	\$ -
	Maint Tech 1	\$ -	\$ -	\$ -
	Maint Tech 1	\$ -	\$ -	\$ -
	Mechanic 40%	\$ -	\$ 13,910.11	\$ 13,910.11
	Utility Clerk II	\$ -	\$ 28,609.69	\$ 28,609.69
	Salary Contingency	\$ -	\$ 161,440.06	\$ 161,440.06
20-700-90000	SUBTOTAL SALARIES	\$ 328,483.16	\$ 292,353.22	\$ 292,353.22
20-700-90500	Overtime	\$ 3,023.96	\$ 3,000.00	\$ 3,000.00
	TOTAL OT SALARIES	\$ 3,023.96	\$ 3,000.00	\$ 3,000.00
	TOTAL SALARIES	\$ 331,507.12	\$ 295,353.22	\$ 295,353.22
20-700-91500	Employee taxes	\$ 24,573.97	\$ 23,628.26	\$ 23,628.26
20-700-92000	Retirement	\$ 22,687.85	\$ 21,856.14	\$ 21,856.14
20-700-92500	Pension	\$ (10.00)	\$ 40,000.00	\$ 40,000.00
20-700-93000	Group Insurance	\$ 74,225.41	\$ 59,275.13	\$ 59,275.13
	SUBTOTAL RELATED	\$ 121,477.23	\$ 144,759.53	\$ 144,759.53
TOTAL SALARIES & RELATED		\$ 452,984.35	\$ 440,112.75	\$ 440,112.75

ENTERPRISE FUND - SEWER

SEWER DEPARTMENT		Actual	Original	Amended
SERVICES & SUPPLIES		2019	2020	2020
20-700-50130	Supplies	\$ 7,372.66	\$ 8,000.00	\$ 8,000.00
20-700-50350	Permit Fees	\$ -	\$ 100.00	\$ 100.00
20-700-50500	Building Maintenance	\$ 398.60	\$ 2,010.00	\$ 2,010.00
20-700-50550	Custodial Supplies	\$ 9.48	\$ 200.00	\$ 200.00
20-700-50600	Miscellaneous Expense	\$ -	\$ 200.00	\$ 100.00
20-700-50700	Office Supplies	\$ 2,440.63	\$ 2,000.00	\$ 2,000.00
20-700-50750	Postage	\$ 9,929.29	\$ 12,060.00	\$ 12,000.00
20-700-51000	Repairs and Maintenance	\$ 28,682.37	\$ 20,000.00	\$ 20,000.00
20-700-51100	Telemetry O&M	\$ -	\$ 500.00	\$ -
20-700-52000	Supplies - Small Equip	\$ 2,346.76	\$ 1,500.00	\$ 1,500.00
20-700-55100	Hook up Expense	\$ -	\$ 253.76	\$ 253.76
20-700-55200	Advertising	\$ 58.96	\$ 300.00	\$ 300.00
20-700-55400	Audit Expense	\$ 6,800.00	\$ 6,834.00	\$ 6,834.00
20-700-55500	Bank Fees/Credit Card	\$ 7,798.97	\$ 8,120.40	\$ 8,120.40
20-700-55600	Contract Labor	\$ 3,523.41	\$ 3,000.00	\$ 3,000.00
20-700-55800	Dues & Subscriptions	\$ 224.00	\$ 500.00	\$ 500.00
20-700-55850	Equipment Rental	\$ 2,053.30	\$ 2,010.00	\$ 2,010.00
20-700-56000	Insurance	\$ 36,167.71	\$ 35,700.00	\$ 35,700.00
20-700-56200	Legal	\$ 3,901.00	\$ 6,331.50	\$ 6,331.50
20-700-56400	Professional	\$ 14,260.35	\$ 10,000.00	\$ 10,000.00
20-700-56500	Safety Program	\$ 132.70	\$ 1,000.00	\$ 200.00
20-700-56600	Citizen Trash	\$ 259,719.55	\$ 268,988.25	\$ 268,988.25
20-700-56900	Travel Expense	\$ 432.60	\$ 1,000.00	\$ 500.00
20-700-56950	Training & Education	\$ -	\$ 1,000.00	\$ 500.00
20-700-57200	Recycle Center	\$ 931.14	\$ 1,218.06	\$ 1,000.00
20-700-57300	Rent	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
20-700-57400	Equipment/Software Contracts	\$ 11,767.05	\$ 14,070.00	\$ 14,070.00
20-700-58000	Springfield Sewer Charges	\$ 515,794.58	\$ 675,000.00	\$ 675,000.00
20-700-61000	Telephone	\$ 3,764.73	\$ 3,400.00	\$ 4,000.00
20-700-61050	Internet Services	\$ 5,808.75	\$ 4,600.00	\$ 4,600.00
20-700-62000	Utilities - Electric	\$ 62,126.46	\$ 55,827.75	\$ 55,827.75
20-700-62100	Utilities - Gas	\$ 814.81	\$ 1,507.50	\$ 1,507.50
20-700-62300	Utilities - Other	\$ 1,013.30	\$ 1,206.00	\$ 1,206.00
20-700-70000	Vehicle Fuel	\$ 8,522.32	\$ 8,627.93	\$ 8,500.00
20-700-70100	Equipment Fuel	\$ 6,055.85	\$ 6,090.30	\$ 6,090.30
20-700-71000	Vehicle Repair & Maintenance	\$ 3,831.42	\$ 3,517.50	\$ 3,517.50
20-700-71100	Equipment Repairs/Maint	\$ 1,218.68	\$ 2,030.10	\$ 2,030.10
20-700-92500	Uniform Expense	\$ 1,505.99	\$ 1,827.09	\$ 1,500.00
20-700-97100	Bad Debt Expense	\$ 2,903.08	\$ 1,500.00	\$ 1,500.00
20-700-97200	Depreciation Expense	\$ 118,378.35	\$ -	\$ -
SUBTOTAL SERVICES & SUPPLIES		\$ 1,133,688.85	\$ 1,175,030.14	\$ 1,172,497.06

ENTERPRISE FUND - SEWER

SEWER DEPARTMENT		Actual	Original	Amended
		2019	2020	2020
Debt Service				
20-700-96000	Debt service principle	\$ 75,000.00	\$ 172,500.00	\$ 172,500.00
20-700-96200	Debt service interest	\$ 147,945.75	\$ 150,770.00	\$ 150,770.00
20-700-96400	Fiscal Agent Fees	\$ 1,875.00	\$ 3,000.00	\$ 3,000.00
	Total debt service	\$ 149,820.75	\$ 326,270.00	\$ 326,270.00
CAPITAL OUTLAY				
CAPITAL PROJECTS				
		\$ 2,000.00	\$ 100.00	\$ 100.00
		\$ 800,000.00	\$ 110,000.00	\$ 110,000.00
		\$ 475,000.00	\$ 100.00	\$ 100.00
		\$ 2,000.00	\$ -	\$ -
		\$ 8,000.00	\$ -	\$ -
		\$ -	\$ -	\$ -
20-700-95100	SUBTOTAL CAPITAL PROJECTS	\$ 6,313.31	\$ 110,200.00	\$ 110,200.00
CAPITAL EQUIPMENT				
		\$ 3,100.00	\$ 800.00	\$ 800.00
		\$ -	\$ -	\$ 1,750.00
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -
20-700-95500	SUBTOTAL EQUIP	\$ 3,074.21	\$ 800.00	\$ 2,550.00
TOTAL CAPITAL OUTLAY		\$ 9,387.52	\$ 111,000.00	\$ 112,750.00
TOTAL EXPENSES		\$ 1,745,881.47	\$ 2,052,412.89	\$ 2,051,629.81
	Transfer to Water	\$ -	\$ -	\$ -
	TOTAL TRANSFERS	\$ -	\$ -	\$ -
TOTAL ANNUAL EXPENSES		\$ 1,745,881.47	\$ 2,052,412.89	\$ 2,051,629.81
NET REVENUES OVER EXPENSES		\$ 41,195.74	\$ 107.11	\$ 90.19
Projected Ending Fund Reserves-Sewer		\$ 653,298.79	\$ 443,405.90	\$ 431,188.98

PARKS AND RECREATION

PARKS & RECREATION		Actual 2019	Original 2020	Amended 2020
BEGINNING FUND BALANCE		\$ 107,679.82	\$ 28,398.16	\$ 28,398.16
REVENUES				
30-800-40000	Advertising	\$ 30,586.71	\$ 25,000.00	\$ 6,000.00
30-800-40400	Concessions	\$ 40,710.14	\$ 40,000.00	\$ 5,000.00
30-800-40600	Facility Income	\$ 38,260.76	\$ 28,000.00	\$ 18,000.00
30-800-40800	Miscellaneous Income	\$ 14,022.31	\$ 1,500.00	\$ 1,500.00
30-800-40900	Park Fees	\$ 4,000.00	\$ 2,500.00	\$ 2,500.00
30-800-40950	Pool Income	\$ 81,568.60	\$ 75,000.00	\$ 27,000.00
30-800-41300	Franchise Fees	\$ 13,976.39	\$ 13,567.50	\$ 13,567.50
30-800-42000	Grant Revenue	\$ -	\$ -	\$ -
30-800-43000	Interest Income	\$ 3,849.24	\$ 1,000.00	\$ 1,200.00
30-800-45300	Real Estate Tax	\$ 61,895.93	\$ 60,300.00	\$ 60,300.00
30-800-45400	Sales Tax Income	\$ 283,020.19	\$ 240,000.00	\$ 180,000.00
30-800-45500	Capital Improvement Tax	\$ 238,376.05	\$ 240,000.00	\$ 180,000.00
30-800-47000	Adult Programs	\$ 10,584.00	\$ 9,000.00	\$ 1,200.00
30-800-47100	Youth Programs	\$ 2,068.50	\$ 2,500.00	\$ 700.00
30-800-47200	Youth Camp	\$ 90,131.06	\$ 80,000.00	\$ 30,000.00
30-800-47300	Youth Sports	\$ 62,888.25	\$ 60,000.00	\$ 20,000.00
30-800-48000	Freedom Fest	\$ 3,571.00	\$ 3,500.00	\$ -
30-800-48100	Event Income Other	\$ 12,144.85	\$ 10,000.00	\$ 2,200.00
30-800-48200	Shirt Sales	\$ 790.00	\$ 900.00	\$ 100.00
30-800-49000	Asset Sales	\$ 1,500.00	\$ -	\$ 440.00
30-800-49500	COP Proceeds	\$ -	\$ -	\$ -
30-800-49550	Cop Premium	\$ -	\$ -	\$ -
	SUBTOTAL REVENUES	\$ 993,943.98	\$ 892,767.50	\$ 549,707.50
	Transfer from Reserves	\$ -	\$ 10,000.00	\$ 20,000.00
	Transfer in General	\$ 95,000.00	\$ 255,000.00	\$ 402,000.00
30-800-46000	SUBTOTAL TRANSFERS	\$ 95,000.00	\$ 265,000.00	\$ 422,000.00
TOTAL - ANNUAL REVENUE		\$ 1,088,943.98	\$ 1,157,767.50	\$ 971,707.50

PARKS AND RECREATION

PARKS & RECREATION		Actual 2019	Original 2020	Amended 2020
EXPENSES				
SALARIES & RELATED				
SALARIES				
	Admin Distributions	\$ -	\$ 45,051.15	\$ 45,051.15
	Director	\$ -	\$ 45,465.54	\$ 45,465.54
	Asst Director	\$ -	\$ -	\$ -
	Marktg & Program Coord.	\$ -	\$ 29,307.49	\$ 29,307.49
	Fac Camp Coord	\$ -	\$ 27,214.92	\$ 27,214.92
	Aquatic & Fit Spvr	\$ -	\$ -	\$ -
	Sports/ Concessions Spec	\$ -	\$ -	\$ -
	Lands/Grounds Foreman	\$ -	\$ 37,449.15	\$ 37,449.15
	Bldg Grnd Maint Spvr	\$ -	\$ 31,542.19	\$ 31,542.19
	Grounds Tech I	\$ -	\$ -	\$ -
	Grounds Tech I	\$ -	\$ 24,111.35	\$ 24,111.35
	Fac Maint Tech	\$ -	\$ 25,949.84	\$ 25,949.84
	Contingent salaries	\$ -	\$ 9,462.60	\$ 9,462.60
30-800-90000	SUBTOTAL SALARIES	\$ 173,126.09	\$ 185,451.93	\$ 185,451.93
30-800-90500	Overtime	\$ 446.26	\$ 500.00	\$ 500.00
30-800-91000	Seasonal Employees	\$ 225,078.96	\$ 260,000.00	\$ 187,000.00
	SUBTOTAL OVERTIME & S	\$ 225,525.22	\$ 260,500.00	\$ 187,500.00
TOTAL SALARIES		\$ 398,651.31	\$ 445,951.93	\$ 372,951.93
30-800-91500	Employee taxes	\$ 30,444.12	\$ 35,676.15	\$ 29,836.15
30-800-92000	Retirement	\$ 11,306.64	\$ 13,760.44	\$ 13,760.44
30-800-93000	Group INS	\$ 46,612.88	\$ 50,288.75	\$ 50,288.75
	Related Expense	\$ 88,363.64	\$ 99,725.35	\$ 93,885.35
TOTAL SALARIES & RELATED		\$ 487,014.95	\$ 545,677.28	\$ 466,837.28

PARKS AND RECREATION

PARKS & RECREATION		Actual 2019	Original 2020	Amended 2020
SERVICES & SUPPLIES				
30-800-50000	Chemicals	\$ 14,130.08	\$ 12,000.00	\$ 8,000.00
30-800-50110	Supplies Grounds	\$ 281.88	\$ 450.00	\$ 100.00
30-800-50130	Supplies General	\$ 1,393.43	\$ 1,500.00	\$ 1,000.00
30-800-50140	Supplies Aquatic	\$ 5,607.19	\$ 7,035.00	\$ 4,700.00
30-800-50150	Supplies Sports Shirts	\$ 8,792.01	\$ 12,060.00	\$ 6,000.00
30-800-50170	Supplies Special Activity	\$ 6,360.17	\$ 5,025.00	\$ 3,000.00
30-800-50175	Supplies Youth Program	\$ 1,191.84	\$ 1,000.00	\$ 500.00
30-800-50177	Supplies Youth Camp	\$ 7,722.92	\$ 9,000.00	\$ 4,500.00
30-800-50180	Supplies Sports	\$ 8,202.61	\$ 9,000.00	\$ 3,000.00
30-800-50190	Tree City	\$ 8,151.20	\$ 8,500.00	\$ 8,500.00
30-800-50200	Concession Costs	\$ 21,587.71	\$ 20,000.00	\$ 3,000.00
30-800-50210	Turf Maintenance	\$ 2,083.91	\$ 2,500.00	\$ 1,500.00
30-800-50450	Freedom Fest	\$ 16,323.79	\$ 15,000.00	\$ 2,500.00
30-800-50500	Building Maint.	\$ 8,871.11	\$ 7,500.00	\$ 7,500.00
30-800-50550	Custodial Expense	\$ 4,414.86	\$ 5,000.00	\$ 4,000.00
30-800-50600	Miscellaneous	\$ -	\$ 100.00	\$ 100.00
30-800-50700	Office Expense	\$ 726.79	\$ 1,000.00	\$ 500.00
30-800-50750	Postage	\$ 29.37	\$ 150.00	\$ 100.00
30-800-51000	Repairs & Maintenance	\$ 1,983.39	\$ 2,010.00	\$ 2,010.00
30-800-52000	Supplies-Small Equip	\$ 4,796.95	\$ 5,025.00	\$ 4,500.00
30-800-55200	Advertising	\$ 2,595.52	\$ 2,713.50	\$ 1,500.00
30-800-55201	Audit Expense	\$ 500.00	\$ 502.50	\$ 480.00
30-800-55500	Bank/Credit Card Fees	\$ 3,144.44	\$ 3,015.00	\$ 1,500.00
30-800-55600	Contract Labor	\$ 556.12	\$ 350.00	\$ 1,000.00
30-800-55800	Dues & Subscriptions	\$ 2,807.26	\$ 3,000.00	\$ 3,000.00
30-800-55850	Equipment Rental	\$ 1,637.29	\$ 1,650.00	\$ 1,000.00
30-800-56000	Insurance	\$ 31,606.68	\$ 34,650.00	\$ 34,650.00
30-800-56200	Legal Expense	\$ 1,730.00	\$ 1,000.00	\$ 1,000.00
30-800-56400	Professional	\$ 6,540.31	\$ 5,000.00	\$ 3,000.00
30-800-56450	Contract Services / Securit	\$ 600.00	\$ 600.00	\$ 600.00
30-800-56500	Safety Program	\$ 1,223.64	\$ 1,450.00	\$ 1,450.00
30-800-56900	Travel Expense	\$ 1,537.58	\$ 2,000.00	\$ 1,200.00
30-800-56950	Training & Education	\$ 3,202.00	\$ 3,200.00	\$ 1,000.00
30-800-57400	Equip & Software Cont	\$ 10,118.37	\$ 10,550.00	\$ 12,000.00
30-800-61000	Telephone	\$ 3,550.32	\$ 3,750.00	\$ 3,750.00
30-800-61050	Internet Services	\$ 5,863.45	\$ 4,200.00	\$ 4,200.00
30-800-62000	Utilities - Electricity	\$ 47,682.96	\$ 48,240.00	\$ 30,000.00
30-800-62100	Utilities - Natural Gas	\$ 4,946.89	\$ 5,075.25	\$ 5,075.00
30-800-62300	Utilities - Other	\$ 3,088.91	\$ 3,115.50	\$ 3,300.00
30-800-7000	Vehicles Fuel	\$ 5,262.21	\$ 5,075.25	\$ 5,000.00
30-800-70100	Equipment Fuel	\$ 4,766.99	\$ 5,500.00	\$ 2,000.00
30-800-71000	Vehicles R & M	\$ 2,108.29	\$ 2,512.50	\$ 2,000.00
30-800-71100	Equipment R&M	\$ 4,777.97	\$ 5,527.50	\$ 5,000.00
30-800-92500	Uniforms	\$ 1,725.98	\$ 1,500.00	\$ 1,500.00
30-800-96500	COP Insurance Costs	\$ -	\$ -	\$ -
30-800-92503	Bad Debt Expense	\$ -	\$ -	\$ -
SUBTOTAL SERVICES & SUPPLIES		\$ 274,224.39	\$ 278,032.00	\$ 190,215.00

PARKS AND RECREATION

PARKS & RECREATION			Actual	Original	Amended
			2019	2020	2020
DEBT SERVICE					
30-800-96000	Principal Expense	\$	195,000.00	\$ 195,000.00	\$ 195,000.00
30-800-96200	Interest Expense	\$	106,166.18	\$ 101,000.00	\$ 101,000.00
30-800-96400	Fiscal Agent Fees	\$	1,500.00	\$ 1,500.00	\$ 1,500.00
TOTAL DEBT SERVICE		\$	302,666.18	\$ 297,500.00	\$ 297,500.00
PARKS CAPITAL OUTLAY					
CAPITAL PROJECTS					
		\$	8,000.00	\$ 2,000.00	\$ 2,000.00
		\$	6,000.00	\$ 15,000.00	\$ 15,000.00
		\$	-	\$ -	\$ -
		\$	-	\$ -	\$ -
		\$	-	\$ -	\$ -
30-800-95100	SUBTOTAL CAPITAL PROJ	\$	15,195.05	\$ 17,000.00	\$ 17,000.00
CAPITAL EQUIPMENT					
		\$	5,000.00	\$ 1,500.00	\$ -
		\$	2,500.00	\$ 15,000.00	\$ -
		\$	-	\$ 2,500.00	\$ -
		\$	-	\$ -	\$ -
		\$	-	\$ -	\$ -
30-800-95500	SUBTOTAL EQUIP	\$	4,295.00	\$ 19,000.00	\$ -
TOTAL CAPITAL OUTLAY		\$	19,490.05	\$ 36,000.00	\$ 17,000.00
TOTAL ANNUAL EXPENSES			\$ 1,083,395.57	\$ 1,157,209.28	\$ 971,552.28
REVENUES OVER EXPENSES			\$ 5,548.41	\$ 558.22	\$ 155.22
Projected Ending Fund Reserves			\$ 28,398.16	\$ 18,956.38	\$ 8,553.38

Budget Capital Improvement and Equipment

2020

General Fund

Capital Assets		Capital Assets Equipment	
Roof Repairs	\$ 5,000.00	Computer (4)	\$ 4,600.00
Solar Project - Place hold	\$ -	PolicyPac Security Software	\$ -
Animal Control - Place hold	\$ -	Security Cameras	\$ -
	\$ -		\$ -
Total Capital Improvements	\$ 5,000.00	Total Capital Improvements	\$ 4,600.00

2020

Public Safety (Law)

Capital Assets		Capital Assets Equipment	
Biding Maint	\$ 5,000.00	Vehicle	\$ 28,000.00
Windows	\$ 3,000.00	Computer (2)	\$ 1,600.00
	\$ -	UPS Replacements	\$ 2,500.00
	\$ -		\$ -
Total Capital Improvements	\$ 8,000.00	Total Capital Improvements	\$ 32,100.00

2020

Court

Capital Assets		Capital Assets Equipment	
	\$ -	Security Cameras	\$ 500.00
	\$ -		\$ -
	\$ -		\$ -
	\$ -		\$ -
Total Capital Improvements	\$ -	Total Capital Improvements	\$ 500.00

2020

Streets

Capital Assets		Capital Assets Equipment	
Streets Paving	\$ 1,000.00		\$ -
Miller Road (80/20)	\$ 812,860.00		\$ -
Sidewalks	\$ 250,000.00		\$ -
Culvert New Melville	\$ 10,000.00		\$ -
Culvert Crighton/Southview	\$ 15,000.00		\$ -
Total Capital Improvements	\$ 1,088,860.00	Total Capital Improvements	\$ -

2020

Planning & Development

Capital Assets		Capital Assets Equipment	
	\$ -	Ipad	\$ 1,000.00
	\$ -	Computer (1)	\$ 800.00
	\$ -		\$ -
	\$ -		\$ -
Total Capital Improvements	\$ -	Total Capital Improvements	\$ 1,800.00

**Budget Capital Improvement and Equipment
2020**

Emergency Management

Capital Assets

\$ -
\$ -
\$ -

Capital Assets Equipment

\$ -
\$ -
\$ -

Total Capital Improvements

\$ -

Total Capital Improvements

\$ -

2020

Water

Capital Assets

Water Line Improvements \$ 6,000.00
Miller Road Relocation Design \$ 2,000.00
WMP (see comments) Farm Road 94 Water N \$ 3,000.00
Water Line Imp. (Miller Road) \$ 200,000.00
5 Yr Water Loss Project \$ 20,000.00
Fix 94 Pressure zone interconnect \$ 2,500.00
Total Capital Improvements \$ 233,500.00

Capital Assets Equipment

Computer (2) \$ 1,500.00
Itron Handhelds \$ 10,000.00
Generator connectors \$ 8,000.00
\$ -
\$ -
Total Capital Improvements \$ 19,500.00

2020

Sewer

Capital Assets

I&I \$ 100.00
Sewer Improvements \$ 110,000.00
Meadows Project/Sceap Grant/Design \$ 100.00
\$ -
\$ -

Capital Assets Equipment

Computer (1) \$ 800.00
Bushhog \$ 1,750.00
\$ -
\$ -
\$ -

Total Capital Improvements

\$ 110,200.00

Total Capital Improvements

\$ 2,550.00

2020

Parks

Capital Assets

Improvements \$ 2,000.00
Heat Pump Replacement \$ 15,000.00
\$ -
\$ -
\$ -

Capital Assets Equipment

Parks Server Maint Renewals \$ -
Mower \$ -
UPS Replacements \$ -
\$ -
\$ -

Total Capital Improvements

\$ 17,000.00

Total Capital Improvements

\$ -

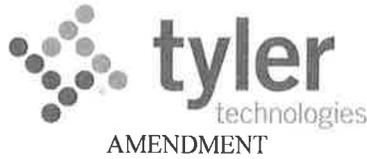
CITY OF WILLARD, MISSOURI

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



Agenda Item# 7

Ordinance accepting the contract with Tyler Technologies for Utility Billing Software. (1st Read) Discussion/Vote.



This amendment ("Amendment") is effective as of the date of signature of the last party to sign as indicated below ("Amendment Effective Date"), by and between Tyler Technologies, Inc. with offices at One Tyler Drive, Yarmouth, Maine 04096 ("Tyler") and the City of Willard with offices at 224 West Jackson, PO Box 187, Willard, Missouri 65781 ("Client").

WHEREAS, Client and Tyler are parties to the contract numbered 2014-0214 dated September 23, 2014 governing Client's access to the software and services ("Software") described therein; and

WHEREAS, the term of the Agreement expires September 30, 2020;

NOW THEREFORE, in consideration of the foregoing and of the mutual covenants and promises set forth in this Agreement, Tyler and Client agree as follows:

1. The term of the Agreement is hereby renewed for a one (1) year term commencing on October 1, 2020 and expiring on September 30, 2021 ("Term"). Thereafter, the Term may be renewed for additional one year terms (each, a "Renewal Term") by agreement of the parties and at our then-current pricing. The Client may indicate its agreement to a renewal term by timely payment of an invoice, issued by Tyler, containing the subscription fees for the applicable Renewal Term.
2. Tyler shall invoice Client annual subscription fees quarterly, at least seventy (70) days in advance. The first year's annual subscription fee is \$27,527.00.
3. The subscription fees are based on the number of nine (9) users described in the Agreement, and the Software may be accessed by no more than this number. Additional user subscriptions may be added during the Term at the same pricing as that for the current subscriptions, prorated for the remainder of the Term in effect at the time the additional user subscriptions are added.
4. All terms and conditions of the Agreement not herein amended shall remain in full force and effect.

IN WITNESS WHEREOF, a duly authorized representative of each party has executed this Amendment as of the date(s) set forth below.

Tyler Technologies, Inc.
Local Government Division

City of Willard

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

First Reading: 7/13/20

Second Reading: _____

Council Bill No.: 20-_____

Ordinance No.: 200713A

AN ORDINANCE

Accepting the Agreement with Tyler Technologies Inc., for the use of Incode Software for the City of Willard, and authorizing the Mayor to execute all necessary documents, on behalf of the City of Willard, to accept the Agreement.

WHEREAS, the City of Willard has selected Tyler Technologies Inc., to provide said services as itemized in detail in Exhibit "A" as attached hereto.

NOW THEREFORE, BE IT HEREBY ORDAINED AND RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, GREENE COUNTY, MISSOURI, AS FOLLOWS:

Section 1: That the Mayor, on behalf of the City of Willard, Missouri is hereby authorized to accept the agreement of Tyler Technologies, to provide the services described in Exhibit "A".

Section 2: This Ordinance shall be in full force and effect from and after the date of its passage by the Board of Aldermen and approval of the Mayor.

Read two times and passed at meeting: _____.

Approved as to form: _____
Ken Reynolds, City Attorney

Attested by:

Approved by:

Jennifer Rowe, City Clerk

Corey Hendrickson, Mayor

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO	ABSTAINED
_____ CLARK MCENTIRE	_____	_____	_____
_____ SAMUEL SNIDER	_____	_____	_____
_____ DONNA STEWART	_____	_____	_____
_____ LARRY WHITMAN	_____	_____	_____
_____ SAM BAIRD	_____	_____	_____
_____	_____	_____	_____

2ND READ:

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

ABSTAINED

CLARK MCENTIRE

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

CITY OF WILLARD, MISSOURI

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



Agenda Item# 8

Code of Ethics Ordinance. (2nd Read) Discussion/Vote.

FIRST READING: 06-22-20

SECOND READING: _____

BILL NO. 20-18

ORDINANCE NO. 200622B

“CODE OF ETHICS”

AN ORDINANCE OF THE CITY OF WILLARD, GREENE COUNTY, MISSOURI, TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN OFFICIALS.

WHEREAS: The proper operation of government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in the proper channels of government structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a procedure for disclosure by certain officials and employees of private financial or other interests in matters affecting the city.

NOW THEREFORE BE IT HEREBY ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, GREENE COUNTY, MISSOURI, AS FOLLOWS:

Section 1: Conflicts of Interest

- a. All elected and appointed officials as well as employees of a political subdivision must comply with section 105.454 of Missouri Revised Statutes on conflicts of interest as well as any other state law governing official conduct.
- b. Any member of the governing body of a political subdivision who has a “substantial or private interest” in any measure, bill, order or ordinance proposed or pending before such governing body must disclose that interest to the secretary or clerk of such body and such disclosure shall be recorded in the appropriate journal of the governing body. Substantial or private interest is defined as ownership by the individual, his spouse, or his dependent children, whether singularly or collectively, directly or indirectly of: (1) 10% or more of any business entity, or (2) an interest having a value of \$10,000 or more; or (3) the receipt of a salary, gratuity, or other compensation or remuneration of \$5,000 or more, per year from any individual, partnership, organization, or association within any calendar year.

Section 2: Disclosure Reports: Each Elected Official, the Chief Administrative Officer, the Chief Purchasing Officer, and full-time general counsel shall disclose the following information by May 1, if any such transactions occurred during the previous calendar year:

- a. For such person, and all persons within the first degree of consanguinity or affinity of such person, the date and the identities of the parties to each transaction with a total value in excess of five hundred dollars, if any, that such person had with the political subdivision, other than compensation received as an employee or payment of any tax, fee or penalty due

to the political subdivision, and other than transfers for no consideration to the political subdivision.

- b. The date and the identities of the parties to each transaction known to the person with a total value in excess of five hundred dollars, if any, that any business entity in which such person had a substantial interest, had with the political subdivision, other than payment of any tax, fee or penalty due to the political subdivision or transactions involving payment for providing utility service to the political subdivision, and other than transfers for no consideration to the political subdivision.
- c. The Chief Administrative Officer and the Chief Purchasing Officer also shall disclose by May 1 for the previous calendar year the following information:
 1. The name and address of each of the employers of such person from whom income of one thousand dollars or more was received during the year covered by the statement.
 2. The name and address of each sole proprietorship that he owned; the name, address and the general nature of the business conducted of each general partnership and joint venture in which he was a partner or participant; the name and address of each partner or co-participant for each partnership or joint venture unless such names and addresses are filed by the partnership or joint venture with the Secretary of State; the name, address and general nature of business conducted of any closely held corporation or limited partnership in which the person owned ten percent or more of any class of the outstanding stock or limited partnership units; and the name of any publicly traded corporation or limited partnership that is listed on a regulated stock exchange or automated quotation system in which the person owned two percent or more of any class of outstanding stock, limited partnership units or other equity interests;
 3. The name and address of each corporation for which such person served in the capacity of a director, officer or receiver.

Section 3: Filing of Reports:

- a. The financial interest statements shall be filed at the following times, but no person is required to file more than one financial statement in any calendar year;
 1. Every person required to file a financial interest statement shall file the statement annually not later than May 1 and the statement shall cover the calendar year ending the immediately preceding December 31; provided that any member of the Board of Aldermen may supplement the financial interest statement to report additional interest acquired after December 31st of the covered year until the date of filing of the financial interest statement.
 2. Each person appointed to office shall file the statement within thirty days of such appointments or employment.

- b. Financial disclosure reports giving the financial information required in Section 3 shall be filed with the local political subdivision and with the Missouri Ethics Commission. The reports shall be available for public inspection and copying during normal business hours.

Section 4: Filing of Ordinance: A certified copy of this ordinance adopted prior to September 15th, shall be sent within ten days of its adoption to the Missouri Ethics Commission.

Section 5: Effective Date: This ordinance shall be in full force and effect from and after the date of its passage and approval and shall remain in effect for two years from the date of passage.

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, ON THE _____ DAY OF _____ 2020.

Approved as to form: _____
Ken Reynolds, City Attorney

Attested by:

Approved by:

Jennifer Rowe, City Clerk

Corey Hendrickson, Mayor

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO	ABSTAINED
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_____ CLARK MCENTIRE	_____	_____	_____
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_____ SAMUEL SNIDER	_____	_____	_____
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_____ DONNA STEWART	_____	_____	_____
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_____ LARRY WHITMAN	_____	_____	_____
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_____ SAM BAIRD	_____	_____	_____
--------------------	-------	-------	-------

_____	_____	_____	_____
-------	-------	-------	-------

2nd Read:

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

ABSTAINED

CLARK MCENTIRE

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

CITY OF WILLARD, MISSOURI

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



Agenda Item# 9

Ordinance accepting the 2020 EMPG Grant Funding. (1st & 2nd Read) Discussion/Vote.

First Reading: 07/13/20

Second Reading: 07/13/20

Council Bill No.: 20-21

Ordinance No.: 200713B

AN ORDINANCE

ACCEPTING THE GRANT FUNDING FROM THE MISSOURI DEPARTMENT OF PUBLIC SAFETY TO PROVIDE FOR FUNDING ESSENTIAL EMERGENCY MANAGEMENT PERSONNEL, OPERATIONS, EQUIPMENT AND TRAVEL, AND AUTHORIZING THE MAYOR TO EXECUTE ALL NECESSARY DOCUMENTS, ON BEHALF OF THE CITY OF WILLARD.

WHEREAS, on January 21, 2020, an application was submitted to the Missouri Department of Public Safety for funding through the Emergency Management Performance Grant program for the purpose of funding essential emergency management personnel, operations, equipment and travel and;

WHEREAS, on July 6, 2020, the City of Willard was notified that the application had been approved and awarded in the amount of \$25,245.00 and;

WHEREAS, the local match for this award will be \$12,622.50 and;

WHEREAS, the Missouri Department of Public Safety is requiring the contract to be signed no later than September 15, 2020. No grant money will be dispersed prior to the receipt by State Emergency Management Agency of the signed grant.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, as follows:

Section 1 – The Board of Aldermen of the City of Willard hereby authorize the Mayor to execute the contract between the City of Willard and Missouri Department of Public Safety, said contract to be substantially in form and content as that document attached hereto and incorporated herein by reference as Exhibit “A”.

Section 2 – This Ordinance will be in full force and effect from and after passage.

Approved as to form: _____
City Attorney

Mayor, Corey Hendrickson

Attest: _____
City Clerk

MEMBERS OF THE BOARD OF ALDERMEN:
FIRST (1st) READING

YES NO ABSTAINED

CLARK MCENTIRE

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

MEMBERS OF THE BOARD OF ALDERMEN:
SECOND (2nd) READING

YES NO ABSTAINED

CLARK MCENTIRE

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD



State Emergency Management Agency
 2302 Militia Drive
 P.O. Box 116
 Jefferson City, MO 65102
 Phone: (573) 526-9100
 Fax: (573) 634-7966

SUBRECIPIENT AWARD

DATE
 July 6, 2020

Award Number	Amendment No.
EMK-2020-EP-00004-121	N/A

GRANTEE NAME Willard Emergency Management Agency	GRANTEE VENDOR NUMBER 43-0890176
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GRANTEE ADDRESS PO Box 187 Willard, MO 65781	ISSUING AGENCY MO State Emergency Management Agency PO Box 116 Jefferson City, MO 65102
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GRANT INFORMATION

PROJECT TITLE FY 2020 Emergency Management Performance Grant	FEDERAL AWARDING AGENCY Federal Emergency Management Agency
CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO 97.042	PERFORMANCE PERIOD FROM: 1/1/2020 TO: 6/30/2021

FEDERAL AWARD AMOUNT	\$12,622.50
LOCAL COST SHARE	\$12,622.50
TOTAL AWARD AMOUNT	\$25,245.00

CONTACT INFORMATION

EMPG GRANT SPECIALIST	GRANTEE PROJECT DIRECTOR
NAME Jackie Hofstetter	NAME Jennifer Rowe, EMD
E-MAIL ADDRESS jackie.hofstetter@sema.dps.mo.gov	E-MAIL ADDRESS willardemd@cityofwillard.org
TELEPHONE 573-526-9256	TELEPHONE 417-742-5302

SUMMARY DESCRIPTION OF PROJECT

The purpose of the EMPG Program is to make grants to locals in preparing for all hazards, as authorized by the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5121 et seq.). Title VI of the Stafford Act authorizes grants for the purpose of providing a system of emergency preparedness for the protection of life and property in the United States from hazards and to vest responsibility for emergency preparedness jointly in the Federal Government, States, and their political subdivisions. SEMA, through the EMPG Program, provides necessary direction, coordination, and guidance, and provides necessary assistance, as authorized in this title so that a comprehensive emergency preparedness system exists for all hazards in the State of Missouri. This award is not for Research and Development. There is no indirect cost rate for this award.

TYPED NAME AND TITLE OF OHS OFFICIAL James Remillard, Acting Director	TYPED NAME AND TITLE OF GRANTEE AUTHORIZED OFFICIAL Corey Hendrickson, City Mayor
--	--

SIGNATURE OF APPROVING OHS OFFICIAL 	DATE 07/06/2020	SIGNATURE OF GRANTEE AUTHORIZED OFFICIAL	DATE
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THIS GRANT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS SET FORTH ON THE ATTACHED SPECIAL CONDITION(S). BY SIGNING THIS GRANT AGREEMENT, THE GRANTEE IS AGREEING TO READ AND COMPLY WITH ALL SPECIFIC CONDITIONS.

SPECIFIC CONDITIONS

DATE
July 6, 2020

AWARD NUMBER
EMK-2020-EP-00004-121

Article I - Acknowledgement of Federal Funding from DHS

All subrecipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with Federal funds.

Article II - Activities Conducted Abroad

All subrecipients must ensure that project activities carried on outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

Article III - Age Discrimination Act of 1975

All subrecipients must comply with the requirements of the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving Federal financial assistance.

Article IV - Americans with Disabilities Act of 1990

All subrecipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12101–12213).

Article V - Best Practices for Collection and Use of Personally Identifiable Information (PII)

All subrecipients who collect PII are required to have a publically available privacy policy that describes what PII they collect, how they use the PII, whether they share PII with third parties, and how individuals may have their PII corrected where appropriate. DHS defines personally identifiable information (PII) as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Award subrecipients may also find as a useful resource the DHS Privacy Impact Assessments: Privacy Guidance and Privacy template respectively.

Article VI- Civil Rights Act of 1964

All subrecipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.

Article VII - Civil Rights Act of 1968

All subrecipients must comply with Title VIII of the Civil Rights Act of 1968, which prohibits subrecipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (42 U.S.C. § 3601 et seq.), as implemented by the Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features (see 24 C.F.R. § 100.201).

Article VIII – Copyright

All subrecipients must affix the applicable copyright notices of 17 U.S.C. Sections 401 or 402 and an acknowledgement of Government sponsorship (including award number) to any work first produced under Federal financial assistance awards.

Article IX - Assurances, Administrative Requirements, Cost Principles, and Audit Requirements

Certain assurances in this document may not be applicable to your program, and the awarding agency may require applicants to certify additional assurances. Please contact the program awarding office if you have any questions. The administrative and audit requirements and cost principles that apply to DHS award subrecipients originate from 2 C.F.R. Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, as adopted by DHS at 2 C.F.R. Part 3002.

Article X - Debarment and Suspension

Subrecipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, and 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3000. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

Article XI - Drug-Free Workplace Regulations

All subrecipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the Subrecipient is an individual) of 2 C.F.R. part 3001, which adopts the Government-wide implementation (2 C.F.R. part 182) of sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D; 41 U.S.C. 8101).

Article XII - Duplication of Benefits

Any cost allocable to a particular Federal award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other Federal awards to overcome fund deficiencies, to avoid restrictions imposed by Federal statutes, regulations, or terms and conditions of the Federal awards, or for other reasons. However, this prohibition would not preclude the non-Federal entity from shifting costs that are allowable under two or more Federal awards in accordance with existing Federal statutes, regulations, or the terms and conditions of the Federal awards.

Article XIII - Energy Policy and Conservation Act

All subrecipients must comply with the requirements of 42 U.S.C. § 6201 which contain policies relating to energy efficiency that are defined in the state energy conservation plan issues in compliance with this Act.

Article XIV - False Claims Act and Program Fraud Civil Remedies

All subrecipients must comply with the requirements of 31 U.S.C. § 3729 which set forth that no recipient of federal payments shall submit a false claim for payment. See also 38 U.S.C. § 3801-3812 which details the administrative remedies for false claims and statements made.

Article XV – Federal Debt Status

All subrecipients are required to be non-delinquent in their repayment of Federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. See OMB Circular A-129 and form SF-428B, item number 17 for additional information and guidance.

Article XVI - Fly America Act of 1974

All subrecipients must comply with Preference for U.S. Flag Air Carriers: (air carriers holding certificates under 49 U.S.C. § 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974 (49 U.S.C. § 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

Article XVII - Hotel and Motel Fire Safety Act of 1990

In accordance with Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. §2225a, all subrecipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with Federal funds complies with the fire prevention and control guidelines of the Federal Fire Prevention and Control Act of 1974, as amended, 15 U.S.C. §2225.

Article XVIII - Limited English Proficiency (Civil Rights Act of 1964, Title VI)

All subrecipients must comply with the Title VI of the Civil Rights Act of 1964 (Title VI) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-accesspeople-limited> and additional resources on <http://www.lep.gov>.

Article XIX - Lobbying Prohibitions

All subrecipients must comply with 31 U.S.C. §1352, which provides that none of the funds provided under an award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any Federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.

Article XX - Non-supplanting Requirement

All subrecipients who receive awards made under programs that prohibit supplanting by law must ensure that Federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-Federal sources.

Article XXI - Patents and Intellectual Property Rights

Unless otherwise provided by law, subrecipients are subject to the Bayh-Dole Act, Pub. L. No. 96-517, as amended, and codified in 35 U.S.C. § 200 et seq. All recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from financial assistance awards are in 37 C.F.R. Part 401 and the standard patent rights clause in 37 C.F.R. § 401.14.

Article XXII - Procurement of Recovered Materials

All subrecipients must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

Article XXIII - Contract Provisions for Non-federal Entity Contracts under Federal Awards

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

1. Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
2. All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.
3. Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."
4. Davis-Bacon Act, as amended (40 U.S.C 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federal Financed and Assisted Construction"). In accordance with the statute, contracts must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of wage determination. The non-Federal entity must report all suspected or reported violations to the

Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

5. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C 3704 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchase of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
6. Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR 401.2(a) and the recipient or subrecipient wishes to enter into a contract with small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.
7. Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended- Contract and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Article XXIV – SAFECOM

All subrecipients who receive awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.

Article XXV - Terrorist Financing E.O. 13224

All subrecipients must comply with U.S. Executive Order 13224 and U.S. law that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of recipients to ensure compliance with the E.O. and laws.

Article XXVI - Title IX of the Education Amendments of 1972 (Equal Opportunity in Education Act)

All subrecipients must comply with the requirements of Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.), which provides that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving Federal financial assistance. Implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19

Article XXVII - Trafficking Victims Protection Act of 2000

All subrecipients must comply with the requirements of the government-wide award term which implements Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. § 7104). This is implemented in accordance with OMB Interim Final Guidance, Federal Register, Volume 72, No. 218, November 13, 2007. Full text of the award term is located at 2 CFR § 175.15.

Article XXVIII - Rehabilitation Act of 1973

All subrecipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794, as amended, which provides that no otherwise qualified handicapped individual in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. These requirements pertain to the provision of benefits or services as well as to employment.

Article XXIX - USA Patriot Act of 2001

All subrecipients must comply with requirements of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act (USA PATRIOT Act), which amends 18 U.S.C. §§ 175–175c.

Article XXX - Use of DHS Seal, Logo and Flags

All subrecipients must obtain DHS's approval prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.

Article XXXI - Whistleblower Protection Act

All subrecipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C § 2409, 41U.S.C. 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.

Article XXXII - SEMA Specific Acknowledgements and Assurances

All subrecipients must acknowledge and agree to comply with applicable provisions governing SEMA access to records, accounts, documents, information, facilities, and staff.

1. Subrecipients must cooperate with any compliance review or complaint investigation conducted by SEMA.
2. Subrecipients must give SEMA access to and the right to examine and copy records, accounts, and other documents and sources of information related to the grant and permit access to facilities, personnel, and other individuals and information as may be necessary, as required by SEMA regulations and other applicable laws or program guidance.

3. Subrecipients must submit timely, complete, and accurate reports to the appropriate SEMA officials and maintain appropriate backup documentation to support the reports. Future awards and fund drawdowns may be withheld if these reports are delinquent.
4. Subrecipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.
5. If, during the past three years, the recipient has been accused of discrimination on the grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status, the recipient must provide a list of all such proceedings, pending or completed, including outcome and copies of settlement agreements to the SEMA.
6. In the event any court or administrative agency makes a finding of discrimination on grounds of race, color, national origin (including limited English proficiency), sex, age, disability, religion, or familial status against the recipient, or the recipient settles a case or matter alleging such discrimination, recipients must forward a copy of the complaint and findings to the SEMA Component and/or awarding office. The United States has the right to seek judicial enforcement of these obligations.

Article XXXIII- Disposition of Equipment Acquired Under the Federal Award

When original or replacement equipment acquired under this award by the recipient or its sub-recipients is no longer needed for the original project or program or for other activities currently or previously supported by SEMA, you must request instructions from SEMA to make proper disposition of the equipment pursuant to 2 C.F.R. §200.313.

Article XXXIV - Prior Approval for Modification of Approved Budget

Before making any change to the SEMA approved budget for this award, you must request prior written approval from SEMA by requesting a Subaward Adjustment.

Article XXXV - Incorporation by Reference of Notice of Funding Opportunity

The Notice of Funding Opportunity for this program is hereby incorporated into your award agreement by reference. By accepting this award, the sub-recipient agrees that all allocations and use of funds under this grant will be in accordance with the requirements contained under the 2020 Notice of Funding Opportunity and the Missouri 2020 EMPG Program Manual.

Article XXXVI – Federal Leadership on Reducing Text Messaging while Driving

All subrecipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the federal government.

Article XXXVII – National Environmental Policy Act

All subrecipients must comply with the requirements of the National Environmental Policy Act (NEPA) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which requires recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

Article XXXVIII – Nondiscrimination in Matters Pertaining to Faith-Based Organizations

It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Subrecipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statute, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.

Article XXXIX – Acceptance of Post Award Changes

In the event SEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award.

Article XXXX – Universal Identifier and System of Award Management

Unless the recipient is exempted from this requirement under 2 CFR 25.110, the recipient must maintain the currency of their information in the System for Award Management (SAM) until the recipient submits the final financial report required under this award or receive the final payment, whichever is later. This requires that the recipient review and update the information at least annually after the initial registration, and more frequently if required by changes in the recipient's information or another award term.

Article XXXXI – Other Specific Conditions

1. Sub-recipients are required to ensure that all EMPG funded personnel complete the following DHS/FEMA training courses within twelve (12) months of hire and record proof of completion, IS 100, IS 120, IS 200, IS 230, IS 235, IS 240, IS 241, IS 242 IS 244, IS 700, IS 800 and L-146 HSEEP*.
2. Sub-Recipients of 2020 EMPG funding are required to ensure that all EMPG funded personnel actively participate in two (2) exercises during the performance period with one (1) being Operations Based. Jurisdictions must identify planned quarterly activity to meet these requirements on the 2020 EMPG application and Status Reports. Failure to comply with this requirement could result in claim payments being held until the requirement is met.
3. Subrecipients are required to use WebGrants (<https://dpsgrants.dps.mo.gov/>) to submit Quarterly Status Reports and Claim Requests. Sub-recipients are encouraged to submit Claim Requests throughout the quarter to allow for more up-to-date tracking of grant progress and prevent reimbursement delays.
Status Reports and Claim Requests for each billing period are due to SEMA as follows:
 - a. Quarter 1 (January 1 to March 31) and Quarter 2 (April 1 to June 30): Due July 15, 2020
 - b. Quarter 3 (July 1 to September 30): Due October 15, 2020
 - c. Quarter 4 (October 1 to December 31): Due January 15, 2021
 - d. Quarter 5 (January 1 to March 31): Due April 15, 2021
 - e. Quarter 6 (April 1 to June 30): Due July 31, 2021
4. Subrecipients must maintain an annual Training and Exercise Plan (TEP) and participate in Threat and Hazard Identification and Risk Assessment (THIRA) updates.

*EMPG funded exercise officers and management personnel involved in the design and evaluation of exercises must complete L-146 HSEEP within 24 months of hire and record proof of completion.