

CITY OF WILLARD, MISSOURI

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



MEETING AGENDA AND PACKET

BOARD OF ALDERMEN

Regular Meeting

August 12, 2019

7:00 p.m.

Willard City Hall

224 W. Jackson Street

Mayor

Corey Hendrickson

Board Members

Clark McEntire

Donna Stewart

Sam Baird – Mayor Pro-Tem

Samuel Snider

Larry Whitman

Jon Jones

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
August 12, 2019
7:00 P.M.**

Posted August 7, 2019.

Notice is hereby given that the City of Willard, Missouri, Board of Aldermen will conduct a meeting at **7:00 p.m.** August 12, 2019 at Willard City Hall, 224 W. Jackson, Willard, Missouri.

The tentative agenda of this meeting includes:
PLEDGE OF ALLEGIANCE

Call the meeting to order

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

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

- a. Minutes from regular meeting July 22, 2019.
 - b. Outstanding Invoices, draft and Check Paid Invoices for July 2019/August 2019.
 - c. City Administrator and Department Head Reports.
- 4. Discussion/Vote on current Outstanding Invoices, draft and Check Paid Invoices for July 2019/August 2019.**
 - 5. Citizen Input.**
 - 6. Public Hearing for the 2019 Comprehensive Plan.**
 - 7. Resolution adopting the 2019 Comprehensive Plan.**
 - 8. Presentation on Medical Marijuana Legislation.**
 - 9. Public Hearing for Robertson Estates Phase 2 Preliminary Plat and Preliminary Development Plan.**
 - 10. Discussion/Vote to accept the Robertson Estates Phase 2 Preliminary Plat and Preliminary Development Plan.**

11. **Discussion/Vote to accept the West Ridge Subdivision Preliminary Plat.**
12. **Ordinance amending the Speed Limit through Deerfield and Autumn Brook subdivisions. (1st Read) Discussion/Vote.**
13. **Discussion/Vote to accept Greene County Tax Allotment.**
14. **Ordinance accepting the 2019 Amended Budget. (2nd Read) Discussion/Vote.**
15. **Ordinance accepting the agreement with Jerry Proctor and Matt Kelley for Right-of-way acquisition. (1st & 2nd Read) Discussion/Vote.**
16. **Ordinance accepting the 2019 EMPG Grant Funding (1st & 2nd Read) Discussion/Vote.**
17. **New Business.**
18. **Unfinished Business.**
19. **Recess Open Session.**
20. **Open Executive Session.**
21. **Close Executive Session.**
22. **Adjourn Meeting.**

THE TENTATIVE AGENDA OF THIS MEETING INCLUDES A VOTE TO CLOSE PART OF THE MEETING PURSUANT TO RSMO SECTION 610.021 # (1) LEGAL, #(3) PERSONNEL and #(13) PERSONNEL.

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

Jennifer Rowe
City Clerk



Agenda Item# 3

Consent Agenda:

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- a. Minutes from regular meeting July 22, 2019.
- b. Outstanding Invoices, draft and Check Paid Invoices for July 2019/August 2019.
- c. City Administrator and Department Head Reports.

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
July 22, 2019
7:00 p.m.**

Staff present: City Administrator, Brad Gray; City Clerk, Jennifer Rowe; and Finance Director, Carolyn Halverson.

The City Attorney Ken Reynolds was not present.

Citizens in attendance: Mindy Latham, Chris Cox and LouAnn Cox.

Pledge of Allegiance.

The Pledge of Allegiance was led by Mayor Hendrickson.

Call to Order.

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

Roll Call.

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

Agenda Amendments/Agenda Approval.

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

Consent Agenda.

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

Alderman Snider arrived at 7:05 p.m.

Discussion/Vote to approve current June/July 2019 Outstanding Invoices, Check and Draft Paid Invoices.

Motion was made by Alderman Stewart and seconded by Alderman Whitman to approve the current June/July 2019 Outstanding Invoices, Check and Draft Paid Invoices. Motion carried with a vote of 5-0. Voting aye: Aldermen McEntire, Snider, Stewart, Whitman and Jones.

Citizen Input.

None.

Ordinance accepting the 2019 Amended Budget. (1st Read) Discussion/Vote.

Finance Director Carolyn Halverson outlined the 2019 Amended Budget. Discussion was made on the changes and debt service.

The first read was conducted by the City Clerk.

Motion was made by Alderman Whitman and seconded by Alderman McEntire to accept the 2019 Amended Budget. Motion carried with a vote of 4-1. Voting aye: Aldermen McEntire, Stewart, Whitman and Jones. Voting nay: Alderman Snider.

New Business.

City Administrator Brad Gray informed the Board that the Code changes pertaining to Medical Marijuana will be introduced for discussion over the next 6 weeks.

Unfinished Business.

City Clerk Jennifer Rowe informed the Board that she will be sending an email out to confirm the date for the Tabletop exercise in August.

Discussion was then made on mowing of the right-of-way, the house fire in Fox Creek, and the utility work being completed around town.

Adjourn.

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

The meeting was adjourned at 8:14 p.m.

Jennifer Rowe, City Clerk

Corey Hendrickson, Mayor of Willard

**CITY OF WILLARD
BOARD OF ALDERMEN**



**AGENDA ITEM #3(b)
FINANCE DEPARTMENT**

ACTION REQUIRED: APPROVAL REQUESTED

- **Outstanding Invoices – July & August 2019**



City of Willard, MO

Pending Expense Approval Report - 1

By Vendor Name

Post Dates 07/24/2019 - 08/06/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: ATS200 - ANCHOR TACTICAL SUPPLY, LLC					
Vendor: ATS200 - ANCHOR TACTICAL SUPPLY, LLC					
ANCHOR TACTICAL SUPPLY, LL	200054	08/06/2019	J DURAN UNIFORM ALLOWANCE - LAW	10-200-92500	18.00
Vendor ATS200 - ANCHOR TACTICAL SUPPLY, LLC Total:					18.00
Vendor ATS200 - ANCHOR TACTICAL SUPPLY, LLC Total:					18.00
Vendor: CFS100 - CANON FINANCIAL SERVICES, INC					
Vendor: CFS100 - CANON FINANCIAL SERVICES, INC					
CANON FINANCIAL SERVICES,	20361611	08/06/2019	COPIER RENTAL - ALL DEPTS	10-100-55850	32.95
CANON FINANCIAL SERVICES,	20361611	08/06/2019	COPIER RENTAL - ALL DEPTS	10-200-55850	68.28
CANON FINANCIAL SERVICES,	20361611	08/06/2019	COPIER RENTAL - ALL DEPTS	10-250-55850	5.49
CANON FINANCIAL SERVICES,	20361611	08/06/2019	COPIER RENTAL - ALL DEPTS	10-400-55850	5.49
CANON FINANCIAL SERVICES,	20361611	08/06/2019	COPIER RENTAL - ALL DEPTS	20-600-55850	32.95
CANON FINANCIAL SERVICES,	20361611	08/06/2019	COPIER RENTAL - ALL DEPTS	20-700-55850	32.95
CANON FINANCIAL SERVICES,	20361611	08/06/2019	COPIER RENTAL - ALL DEPTS	30-800-55850	68.29
Vendor CFS100 - CANON FINANCIAL SERVICES, INC Total:					246.40
Vendor CFS100 - CANON FINANCIAL SERVICES, INC Total:					246.40
Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES					
Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES					
COMMERCE CREDIT CARD SE	066096	08/06/2019	WALMART OIL FILTERS (LAW) & BUG SPRAY (WATER)	10-200-71000	30.44
COMMERCE CREDIT CARD SE	066096	08/06/2019	WALMART OIL FILTERS (LAW) & BUG SPRAY (WATER)	20-600-50130	34.70
COMMERCE CREDIT CARD SE	197887	08/06/2019	RSPFLD READY-MIX - SIDEWALK REPAIR CONCRETE	20-600-51000	364.40
COMMERCE CREDIT CARD SE	1528282044	08/06/2019	GODADDY CITYOFWILLARD.NET DOMAIN RENEWAL - GEN	10-100-57400	29.16
COMMERCE CREDIT CARD SE	20727881	08/06/2019	MO DMV - VEHICLE REGISTRATION & LICENSE - LAW	10-200-71000	12.25
COMMERCE CREDIT CARD SE	410531964	08/06/2019	ANDY B'S CAMP FIELD TRIP-PK	30-800-50177	212.00
COMMERCE CREDIT CARD SE	MOSPR219213	08/06/2019	FASTENAL STAINLESS STEEL BOLTS - SEWER	20-700-51000	45.64
COMMERCE CREDIT CARD SE	N7BU	08/06/2019	COMPLETE ELECTRONIC RECYCLING -TV RECYCLE FEE - PW	20-700-57200	20.00
COMMERCE CREDIT CARD SE	04439G	08/06/2019	ANDY B'S CAMP FIELD TRIP-PK	30-800-50177	230.00
COMMERCE CREDIT CARD SE	1528552425	08/06/2019	GODADDY CITYOFWILLARD.ORG DOMAIN RENEWAL - GEN	10-100-57400	30.16
COMMERCE CREDIT CARD SE	INV0014143	08/06/2019	USPS CAMP MAILING POSTAGE - PKS	30-800-50750	0.55
COMMERCE CREDIT CARD SE	01658G	08/06/2019	ANDY B'S CAMP FIELD TRIP-PK	30-800-50177	190.00
COMMERCE CREDIT CARD SE	01829G	08/06/2019	USPS POSTAGE STAMPS - GEN/CT/LAW	10-100-50750	162.80
COMMERCE CREDIT CARD SE	01829G	08/06/2019	USPS POSTAGE STAMPS - GEN/CT/LAW	10-200-50750	1.65
COMMERCE CREDIT CARD SE	01829G	08/06/2019	USPS POSTAGE STAMPS - GEN/CT/LAW	10-250-50750	0.55
COMMERCE CREDIT CARD SE	20010762	08/06/2019	GREENE COUNTY PLAT FEES - P&D	10-400-56400	45.25
COMMERCE CREDIT CARD SE	2664254	08/06/2019	AMAZON RECEIPT BOOK, PENS, BINDER CLIPS-GEN/CT/	10-100-50700	8.58
COMMERCE CREDIT CARD SE	2664254	08/06/2019	AMAZON RECEIPT BOOK, PENS, BINDER CLIPS-GEN/CT/	10-250-50700	3.59

Pending Expense Approval Report - 1

Post Dates: 07/24/2019 - 08/06/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COMMERCE CREDIT CARD SE	2664254	08/06/2019	AMAZON RECEIPT BOOK,	20-600-50700	9.01
COMMERCE CREDIT CARD SE	2664254	08/06/2019	PENS, BINDER CLIPS-GEN/CT/ AMAZON RECEIPT BOOK,	20-700-50700	9.01
COMMERCE CREDIT CARD SE	026811	08/06/2019	PENS, BINDER CLIPS-GEN/CT/ DICKERSON PARK ZOO CAMP	30-800-50177	194.00
COMMERCE CREDIT CARD SE	8087962-0	08/06/2019	FIELD TRIP-PKS		
COMMERCE CREDIT CARD SE	8087962-0	08/06/2019	ADMIRAL EXPRESS COPY	10-100-50700	57.98
COMMERCE CREDIT CARD SE	8087962-0	08/06/2019	PAPER - GEN/W/S		
COMMERCE CREDIT CARD SE	8087962-0	08/06/2019	ADMIRAL EXPRESS COPY	20-600-50700	28.99
COMMERCE CREDIT CARD SE	8087962-0	08/06/2019	PAPER - GEN/W/S		
COMMERCE CREDIT CARD SE	080119	08/06/2019	ADMIRAL EXPRESS COPY	20-700-50700	28.99
COMMERCE CREDIT CARD SE	080119	08/06/2019	PAPER - GEN/W/S		
COMMERCE CREDIT CARD SE	080119	08/06/2019	NEXTIVA TELEPHONE	10-100-61000	163.28
COMMERCE CREDIT CARD SE	080119	08/06/2019	EXPENSE - ALL DEPTS		
COMMERCE CREDIT CARD SE	080119	08/06/2019	NEXTIVA TELEPHONE	10-200-61000	163.28
COMMERCE CREDIT CARD SE	080119	08/06/2019	EXPENSE - ALL DEPTS		
COMMERCE CREDIT CARD SE	080119	08/06/2019	NEXTIVA TELEPHONE	10-250-61000	116.64
COMMERCE CREDIT CARD SE	080119	08/06/2019	EXPENSE - ALL DEPTS		
COMMERCE CREDIT CARD SE	080119	08/06/2019	NEXTIVA TELEPHONE	10-300-61000	116.64
COMMERCE CREDIT CARD SE	080119	08/06/2019	EXPENSE - ALL DEPTS		
COMMERCE CREDIT CARD SE	080119	08/06/2019	NEXTIVA TELEPHONE	10-400-61000	116.64
COMMERCE CREDIT CARD SE	080119	08/06/2019	EXPENSE - ALL DEPTS		
COMMERCE CREDIT CARD SE	080119	08/06/2019	NEXTIVA TELEPHONE	20-600-61000	163.28
COMMERCE CREDIT CARD SE	080119	08/06/2019	EXPENSE - ALL DEPTS		
COMMERCE CREDIT CARD SE	080119	08/06/2019	NEXTIVA TELEPHONE	20-700-61000	163.28
COMMERCE CREDIT CARD SE	080119	08/06/2019	EXPENSE - ALL DEPTS		
COMMERCE CREDIT CARD SE	080119	08/06/2019	NEXTIVA TELEPHONE	30-800-61000	163.28
COMMERCE CREDIT CARD SE	080119	08/06/2019	EXPENSE - ALL DEPTS		
COMMERCE CREDIT CARD SE	140100408	08/06/2019	SUMMIT DUMP TRUCK BRAKE	10-300-71000	29.61
COMMERCE CREDIT CARD SE	140100408	08/06/2019	CALIPER - PW		
COMMERCE CREDIT CARD SE	140100408	08/06/2019	SUMMIT DUMP TRUCK BRAKE	20-600-71000	59.22
COMMERCE CREDIT CARD SE	140100408	08/06/2019	CALIPER - PW		
COMMERCE CREDIT CARD SE	140100505	08/06/2019	SUMMIT DUMP TRUCK BRAKE	20-700-71000	59.22
COMMERCE CREDIT CARD SE	140100505	08/06/2019	CALIPER - PW		
COMMERCE CREDIT CARD SE	140100505	08/06/2019	SUMMIT DUMP TRUCK BRAKE	10-300-71000	29.61
COMMERCE CREDIT CARD SE	140100505	08/06/2019	CALIPER - PW		
COMMERCE CREDIT CARD SE	140100505	08/06/2019	SUMMIT DUMP TRUCK BRAKE	20-600-71000	59.22
COMMERCE CREDIT CARD SE	140100505	08/06/2019	CALIPER - PW		
COMMERCE CREDIT CARD SE	140100505	08/06/2019	SUMMIT DUMP TRUCK BRAKE	20-700-71000	59.22
COMMERCE CREDIT CARD SE	140100505	08/06/2019	CALIPER - PW		
COMMERCE CREDIT CARD SE	2482	08/06/2019	NATIONAL ROPER'S SUPPLY	20-700-50130	116.91
COMMERCE CREDIT CARD SE	2482	08/06/2019	RAIN GAUGES - SEWER		
Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total:					3,329.03
Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total:					3,329.03

Vendor: CON165 - CONCO QUARRIES, INC

Vendor: CON165 - CONCO QUARRIES, INC

CONCO QUARRIES, INC	405816	07/31/2019	5/8" CONCRETE STONE -	20-600-51000	260.23
CONCO QUARRIES, INC	404611	08/06/2019	WATER		
CONCO QUARRIES, INC	404611	08/06/2019	AGGREGATE FOR WATER LEAK	20-600-51000	108.89
CONCO QUARRIES, INC	404611	08/06/2019	- PW		
Vendor CON165 - CONCO QUARRIES, INC Total:					369.12
Vendor CON165 - CONCO QUARRIES, INC Total:					369.12

Vendor: BKM225 - DAVID BLAKEMORE

Vendor: BKM225 - DAVID BLAKEMORE

DAVID BLAKEMORE	080119	08/06/2019	CELL PHONE	20-600-61000	25.00
DAVID BLAKEMORE	080119	08/06/2019	REIMBURSEMENT - W/S		
DAVID BLAKEMORE	080119	08/06/2019	CELL PHONE	20-700-61000	25.00
DAVID BLAKEMORE	080119	08/06/2019	REIMBURSEMENT - W/S		
Vendor BKM225 - DAVID BLAKEMORE Total:					50.00
Vendor BKM225 - DAVID BLAKEMORE Total:					50.00

Pending Expense Approval Report - 1

Post Dates: 07/24/2019 - 08/06/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount	
Vendor: DEL150 - DELUXE						
Vendor: DEL150 - DELUXE						
DELUXE	2045583670	08/06/2019	RECEIPTS - COURT	10-250-50700	326.56	
					Vendor DEL150 - DELUXE Total:	326.56
					Vendor DEL150 - DELUXE Total:	326.56
Vendor: FLY200 - FLYNN DRILLING CO., INC.						
Vendor: FLY200 - FLYNN DRILLING CO., INC.						
FLYNN DRILLING CO., INC.	14974	08/06/2019	WELL INSPECTIONS - WATER	20-600-55600	800.00	
					Vendor FLY200 - FLYNN DRILLING CO., INC. Total:	800.00
					Vendor FLY200 - FLYNN DRILLING CO., INC. Total:	800.00
Vendor: FRA555 - FRANK'S UNIFORMS						
Vendor: FRA555 - FRANK'S UNIFORMS						
FRANK'S UNIFORMS	2352	07/31/2019	B BOND UNIFORM ALLOWANCE - LAW	20-600-92500	235.00	
FRANK'S UNIFORMS	2363	07/31/2019	C STEEN UNIFORM ALLOWANCE - LAW	10-200-92500	310.85	
					Vendor FRA555 - FRANK'S UNIFORMS Total:	545.85
					Vendor FRA555 - FRANK'S UNIFORMS Total:	545.85
Vendor: GAL535 - GALL'S INC						
Vendor: GAL535 - GALL'S INC						
GALL'S INC	013270368	08/06/2019	B DECKARD BULLET PROOF VEST - LAW	10-200-52000	777.00	
					Vendor GAL535 - GALL'S INC Total:	777.00
					Vendor GAL535 - GALL'S INC Total:	777.00
Vendor: HER100 - HERITAGE TRACTOR, INC						
Vendor: HER100 - HERITAGE TRACTOR, INC						
HERITAGE TRACTOR, INC	10442731	08/06/2019	BOOM MOWER HYDRAULIC FLUID - STS	10-300-71100	111.67	
					Vendor HER100 - HERITAGE TRACTOR, INC Total:	111.67
					Vendor HER100 - HERITAGE TRACTOR, INC Total:	111.67
Vendor: ITR160 - ITRON, INC.						
Vendor: ITR160 - ITRON, INC.						
ITRON, INC.	00766607	07/31/2019	100 WATT ERTS (x7) - WATER	20-600-52500	434.84	
					Vendor ITR160 - ITRON, INC. Total:	434.84
					Vendor ITR160 - ITRON, INC. Total:	434.84
Vendor: KUB275 - KUBOTA OF THE OZARKS						
Vendor: KUB275 - KUBOTA OF THE OZARKS						
KUBOTA OF THE OZARKS	KC129101	07/31/2019	GRASSHOPPER MOWER SPRING-PKS	30-800-71100	2.48	
					Vendor KUB275 - KUBOTA OF THE OZARKS Total:	2.48
					Vendor KUB275 - KUBOTA OF THE OZARKS Total:	2.48
Vendor: LOS200 - LAKELAND OFFICE SYSTEMS						
Vendor: LOS200 - LAKELAND OFFICE SYSTEMS						
LAKELAND OFFICE SYSTEMS	IN273986	07/31/2019	6/20 - 7/19 COPIES - PKS	30-800-50700	33.80	
LAKELAND OFFICE SYSTEMS	IN273987	07/31/2019	6/20 - 7/19 COPIES - LAW	10-200-50700	25.19	
LAKELAND OFFICE SYSTEMS	IN273988	07/31/2019	6/20 - 7/19 COPIES	10-100-50700	80.82	
LAKELAND OFFICE SYSTEMS	IN273988	07/31/2019	6/20 - 7/19 COPIES	10-250-50700	13.47	
LAKELAND OFFICE SYSTEMS	IN273988	07/31/2019	6/20 - 7/19 COPIES	10-400-50700	13.47	
LAKELAND OFFICE SYSTEMS	IN273988	07/31/2019	6/20 - 7/19 COPIES	20-600-50700	80.82	
LAKELAND OFFICE SYSTEMS	IN273988	07/31/2019	6/20 - 7/19 COPIES	20-700-50700	80.82	
					Vendor LOS200 - LAKELAND OFFICE SYSTEMS Total:	328.39
					Vendor LOS200 - LAKELAND OFFICE SYSTEMS Total:	328.39
Vendor: LOW505 - LOWE'S CREDIT SERVICES						
Vendor: LOW505 - LOWE'S CREDIT SERVICES						
LOWE'S CREDIT SERVICES	10233	08/06/2019	KEYS (x5) - SEWER	20-700-50500	6.76	

Pending Expense Approval Report - 1

Post Dates: 07/24/2019 - 08/06/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LOWE'S CREDIT SERVICES	000705	08/06/2019	PVC TEE & COUPLINGS-PKS	30-800-71100	19.14
Vendor LOW505 - LOWE'S CREDIT SERVICES Total:					25.90
Vendor LOW505 - LOWE'S CREDIT SERVICES Total:					25.90
Vendor: MLF100 - MAILFINANCE					
Vendor: MLF100 - MAILFINANCE					
MAILFINANCE	N7851158	08/06/2019	SEPT - NOV FOLDING MACHINE RENTAL - W/S	20-600-55850	330.71
MAILFINANCE	N7851158	08/06/2019	SEPT - NOV FOLDING MACHINE RENTAL - W/S	20-700-55850	330.70
Vendor MLF100 - MAILFINANCE Total:					661.41
Vendor MLF100 - MAILFINANCE Total:					661.41
Vendor: MIS465 - MISSOURI STATE HIGHWAY PATROL					
Vendor: MIS465 - MISSOURI STATE HIGHWAY PATROL					
MISSOURI STATE HIGHWAY PA	812HP031028501	07/31/2019	JULY - SEPTEMBER MULES FEES - LAW	10-200-57400	135.00
Vendor MIS465 - MISSOURI STATE HIGHWAY PATROL Total:					135.00
Vendor MIS465 - MISSOURI STATE HIGHWAY PATROL Total:					135.00
Vendor: MOP110 - MOPERM					
Vendor: MOP110 - MOPERM					
MOPERM	137088	08/06/2019	2019 DODGE CHARGER INSURANCE - LAW	10-200-56000	190.00
Vendor MOP110 - MOPERM Total:					190.00
Vendor MOP110 - MOPERM Total:					190.00
Vendor: NITEL - NITEL, INC					
Vendor: NITEL - NITEL, INC					
NITEL, INC	279597	08/06/2019	INTERNET EXPENSE - ALL DEPTS	10-100-61050	345.52
NITEL, INC	279597	08/06/2019	INTERNET EXPENSE - ALL DEPTS	10-200-61050	345.52
NITEL, INC	279597	08/06/2019	INTERNET EXPENSE - ALL DEPTS	10-250-61050	246.61
NITEL, INC	279597	08/06/2019	INTERNET EXPENSE - ALL DEPTS	10-300-61050	254.88
NITEL, INC	279597	08/06/2019	INTERNET EXPENSE - ALL DEPTS	10-400-61050	246.61
NITEL, INC	279597	08/06/2019	INTERNET EXPENSE - ALL DEPTS	20-600-61050	378.31
NITEL, INC	279597	08/06/2019	INTERNET EXPENSE - ALL DEPTS	20-700-61050	378.32
NITEL, INC	279597	08/06/2019	INTERNET EXPENSE - ALL DEPTS	30-800-61050	386.58
Vendor NITEL - NITEL, INC Total:					2,582.35
Vendor NITEL - NITEL, INC Total:					2,582.35
Vendor: NRO150 - NROUTE ENTERPRISES, LLC					
Vendor: NRO150 - NROUTE ENTERPRISES, LLC					
NROUTE ENTERPRISES, LLC	19-0712	07/31/2019	CAR 6 POLICE EQUIPMENT REMOVAL - LAW	10-200-95500	230.00
NROUTE ENTERPRISES, LLC	19-0715	07/31/2019	NEW CAR POLICE EQUIPMENT UPGRADES - LA	10-200-95500	4,561.00
Vendor NRO150 - NROUTE ENTERPRISES, LLC Total:					4,791.00
Vendor NRO150 - NROUTE ENTERPRISES, LLC Total:					4,791.00
Vendor: OIS160 - ONLINE INFORMATION SERVICES					
Vendor: OIS160 - ONLINE INFORMATION SERVICES					
ONLINE INFORMATION SERVI	945179	08/06/2019	UTILITY EXCHANGE REPORTS - W/S	20-600-56400	68.85

Pending Expense Approval Report - 1

Post Dates: 07/24/2019 - 08/06/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ONLINE INFORMATION SERVI	945179	08/06/2019	UTILITY EXCHANGE REPORTS - W/S	20-700-56400	68.85
Vendor OIS160 - ONLINE INFORMATION SERVICES Total:					137.70
Vendor OIS160 - ONLINE INFORMATION SERVICES Total:					137.70
Vendor: ORE145 - O'REILLY AUTOMOTIVE, INC					
Vendor: ORE145 - O'REILLY AUTOMOTIVE, INC					
O'REILLY AUTOMOTIVE, INC	2367-243834	07/31/2019	ANTIFREEZE-PKS	30-800-71100	21.98
O'REILLY AUTOMOTIVE, INC	2367-245198	08/06/2019	ANTIFREEZE - PKS	30-800-71100	12.98
O'REILLY AUTOMOTIVE, INC	2367-245244	08/06/2019	CLAMPS & COUPLING-PKS	30-800-71100	11.99
O'REILLY AUTOMOTIVE, INC	2367-245246	08/06/2019	CLAMP - PKS	30-800-71100	0.73
O'REILLY AUTOMOTIVE, INC	2367-246487	08/06/2019	MOWER BELTS - PKS	30-800-71100	11.44
O'REILLY AUTOMOTIVE, INC	2367-245328	08/06/2019	BATTERY CLAMPS-PKS	30-800-71100	5.29
O'REILLY AUTOMOTIVE, INC	2367-245508	07/31/2019	OIL FILTER & TRANSMISSION FLUID - LAW/WATER	10-200-71000	4.35
O'REILLY AUTOMOTIVE, INC	2367-245508	07/31/2019	OIL FILTER & TRANSMISSION FLUID - LAW/WATER	20-600-71000	17.97
O'REILLY AUTOMOTIVE, INC	2367-24552	07/31/2019	OIL & FILTER FOR PAL KUBOTA MOWER - PW	10-200-71100	26.09
O'REILLY AUTOMOTIVE, INC	2367-246253	07/31/2019	SILICONE - PW	20-700-51000	9.49
O'REILLY AUTOMOTIVE, INC	2367-246521	07/31/2019	TRUCK # 2 BRAKE LIGHT - PW	20-600-71000	5.39
O'REILLY AUTOMOTIVE, INC	2367-246528	07/31/2019	JOHN DEERE TRACTOR LIGHT BULB - PW	20-700-71100	2.64
Vendor ORE145 - O'REILLY AUTOMOTIVE, INC Total:					130.34
Vendor ORE145 - O'REILLY AUTOMOTIVE, INC Total:					130.34
Vendor: MUR460 - OZARK SUPERMARKET, INC					
Vendor: MUR460 - OZARK SUPERMARKET, INC					
OZARK SUPERMARKET, INC	793620	08/06/2019	PROPANE BOTTLE REFILL - PW	20-700-50130	15.99
Vendor MUR460 - OZARK SUPERMARKET, INC Total:					15.99
Vendor MUR460 - OZARK SUPERMARKET, INC Total:					15.99
Vendor: OZA255 - OZARKS COCA COLA					
Vendor: OZA255 - OZARKS COCA COLA					
OZARKS COCA COLA	26320683	08/06/2019	SOFT DRINK CONCESSIONS-PK	30-800-50200	95.17
OZARKS COCA COLA	26389060	08/06/2019	SOFT DRINK CONCESSIONS - PKS	30-800-50200	63.99
OZARKS COCA COLA	26389062	08/06/2019	SOFT DRINK CONCESSIONS-PK	30-800-50200	244.00
Vendor OZA255 - OZARKS COCA COLA Total:					403.16
Vendor OZA255 - OZARKS COCA COLA Total:					403.16
Vendor: PAW100 - PEARL AUTO WORKS					
Vendor: PAW100 - PEARL AUTO WORKS					
PEARL AUTO WORKS	072319	07/31/2019	PD CAR 6 DECAL REMOVAL, BUFFING, & TOUCH-UPS - LA	10-200-95500	300.00
Vendor PAW100 - PEARL AUTO WORKS Total:					300.00
Vendor PAW100 - PEARL AUTO WORKS Total:					300.00
Vendor: QUA150 - QUALITY TRIM & SIGN					
Vendor: QUA150 - QUALITY TRIM & SIGN					
QUALITY TRIM & SIGN	126275	07/31/2019	NEW PATROL CAR DECALS - LAW	10-200-95500	242.50
Vendor QUA150 - QUALITY TRIM & SIGN Total:					242.50
Vendor QUA150 - QUALITY TRIM & SIGN Total:					242.50
Vendor: RAD610 - RADIOPHONE ENGINEERING, INC.					
Vendor: RAD610 - RADIOPHONE ENGINEERING, INC.					
RADIOPHONE ENGINEERING, I	CI23822	08/06/2019	PD CAR 5 RADIO REPAIR - LA	10-200-51000	82.57
Vendor RAD610 - RADIOPHONE ENGINEERING, INC. Total:					82.57
Vendor RAD610 - RADIOPHONE ENGINEERING, INC. Total:					82.57

Pending Expense Approval Report - 1

Post Dates: 07/24/2019 - 08/06/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount	
Vendor: RYC100 - RYAN CONWAY						
Vendor: RYC100 - RYAN CONWAY						
RYAN CONWAY	080319	08/06/2019	IRRIGATION METER REFUND - WATER	20-600-40700	1,000.00	
					Vendor RYC100 - RYAN CONWAY Total:	1,000.00
					Vendor RYC100 - RYAN CONWAY Total:	1,000.00
Vendor: SCR100 - SCOTT ROWE						
Vendor: SCR100 - SCOTT ROWE						
SCOTT ROWE	10863/337815	08/06/2019	FUEL REIMBURSEMENT - LAW	10-200-70000	68.46	
					Vendor SCR100 - SCOTT ROWE Total:	68.46
					Vendor SCR100 - SCOTT ROWE Total:	68.46
Vendor: SCU425 - SCURLOCK INDUSTRIES						
Vendor: SCU425 - SCURLOCK INDUSTRIES						
SCURLOCK INDUSTRIES	0024858-IN	08/06/2019	MANHOLE ADJUSTMENT RINGS - SEWER	20-700-51000	91.20	
					Vendor SCU425 - SCURLOCK INDUSTRIES Total:	91.20
					Vendor SCU425 - SCURLOCK INDUSTRIES Total:	91.20
Vendor: SPR275 - SPRINGFIELD WINWATER WORKS CO						
Vendor: SPR275 - SPRINGFIELD WINWATER WORKS CO						
SPRINGFIELD WINWATER WO	314937 00	07/31/2019	WATER LEAK REPAIR PARTS - PW	20-600-51000	410.96	
SPRINGFIELD WINWATER WO	31484 00	07/31/2019	WATER LEAK REPAIR PARTS	20-600-51000	125.30	
SPRINGFIELD WINWATER WO	31487 00	08/06/2019	REPAIR CLAMPS - WATER	20-600-50130	478.60	
					Vendor SPR275 - SPRINGFIELD WINWATER WORKS CO Total:	1,014.86
					Vendor SPR275 - SPRINGFIELD WINWATER WORKS CO Total:	1,014.86
Vendor: SQB100 - SQUIBB MEDIA, LLC						
Vendor: SQB100 - SQUIBB MEDIA, LLC						
SQUIBB MEDIA, LLC	450	07/31/2019	6 MONTH FINANCIAL STATEMENT PUBLICATION - GEN	10-100-55200	204.64	
					Vendor SQB100 - SQUIBB MEDIA, LLC Total:	204.64
					Vendor SQB100 - SQUIBB MEDIA, LLC Total:	204.64
Vendor: STG300 - STEPHEN GRIFFIN						
Vendor: STG300 - STEPHEN GRIFFIN						
STEPHEN GRIFFIN	072719	07/31/2019	BACK TO SCHOOL DANCE DJ SERVICES-PKS	30-800-50170	300.00	
					Vendor STG300 - STEPHEN GRIFFIN Total:	300.00
					Vendor STG300 - STEPHEN GRIFFIN Total:	300.00
Vendor: SMP200 - SWANK MOTION PICTURES, INC						
Vendor: SMP200 - SWANK MOTION PICTURES, INC						
SWANK MOTION PICTURES, I	BO 1637902	08/06/2019	HOOK MOVIE LICENSE FEES- PKS	30-800-50170	375.00	
					Vendor SMP200 - SWANK MOTION PICTURES, INC Total:	375.00
					Vendor SMP200 - SWANK MOTION PICTURES, INC Total:	375.00
Vendor: TRH100 - TREVOR HOFFMAN						
Vendor: TRH100 - TREVOR HOFFMAN						
TREVOR HOFFMAN	3916736898	08/06/2019	CELL PHONE REIMBURSEMENT - W/S	20-600-61000	25.00	
TREVOR HOFFMAN	3916736898	08/06/2019	CELL PHONE REIMBURSEMENT - W/S	20-700-61000	25.00	
					Vendor TRH100 - TREVOR HOFFMAN Total:	50.00
					Vendor TRH100 - TREVOR HOFFMAN Total:	50.00

Pending Expense Approval Report - 1

Post Dates: 07/24/2019 - 08/06/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
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	7322	07/31/2019	POOL CHEMICALS-PKS	30-800-50000	2,793.84
Vendor BWP100 - WALDEN CHEMICAL d/b/a BLUE WATER POOLS Total:					2,793.84
Vendor BWP100 - WALDEN CHEMICAL d/b/a BLUE WATER POOLS Total:					2,793.84
Vendor: WAL110 - WALMART COMMUNITY/RFCSLLC					
Vendor: WAL110 - WALMART COMMUNITY/RFCSLLC					
WALMART COMMUNITY/RFC	017394	08/06/2019	CONCESSIONS-PKS	30-800-50200	298.00
WALMART COMMUNITY/RFC	022287	08/06/2019	CONCESSIONS &	30-800-50200	8.00
WALMART COMMUNITY/RFC	022287	08/06/2019	CONCESSIONS SUPPLIES-PKS	30-800-52000	43.76
Vendor WAL110 - WALMART COMMUNITY/RFCSLLC Total:					349.76
Vendor WAL110 - WALMART COMMUNITY/RFCSLLC Total:					349.76
Vendor: WTV100 - WILLARD HOME CENTER LLC					
Vendor: WTV100 - WILLARD HOME CENTER LLC					
WILLARD HOME CENTER LLC	A122030	07/31/2019	SPORTS TAPE-PKS	30-800-50180	28.38
WILLARD HOME CENTER LLC	B120919	07/31/2019	SPORTS TAPE-PKS	30-800-50180	14.19
WILLARD HOME CENTER LLC	A122656	07/31/2019	SIDEWALK REPAIR SUPPLIES - WATER	20-600-51000	20.57
WILLARD HOME CENTER LLC	A123056	07/31/2019	STRAW BALES (x25) - PW	20-700-51000	149.75
WILLARD HOME CENTER LLC	A123094	07/31/2019	CAULKING GUN - SEWER	20-700-52000	15.49
WILLARD HOME CENTER LLC	B121594	07/31/2019	DRILL BIT - SEWER	20-700-52000	5.99
WILLARD HOME CENTER LLC	B121656	07/31/2019	ERT RETURN POSTAGE & SEWER SUPPLIES - W/S	20-600-50750	34.16
WILLARD HOME CENTER LLC	B121656	07/31/2019	ERT RETURN POSTAGE & SEWER SUPPLIES - W/S	20-700-50130	22.20
WILLARD HOME CENTER LLC	A123271	07/31/2019	PVC GLUE & LAGOON	20-700-51000	45.95
WILLARD HOME CENTER LLC	A123680	08/06/2019	SPRINKLER HEADS - SEWER MAINTENANCE, POOL, & SPORTS SUPPLIES-PKS	30-800-51000	103.43
WILLARD HOME CENTER LLC	A123680	08/06/2019	MAINTENANCE, POOL, & SPORTS SUPPLIES-PKS	30-800-52000	109.43
Vendor WTV100 - WILLARD HOME CENTER LLC Total:					549.54
Vendor WTV100 - WILLARD HOME CENTER LLC Total:					549.54
Vendor: WST100 - WILLARD SWIM TEAM					
Vendor: WST100 - WILLARD SWIM TEAM					
WILLARD SWIM TEAM	062719	08/06/2019	SWIM TEAM CONCESSIONS FUNDRAISER - PKS	30-800-40400	169.00
Vendor WST100 - WILLARD SWIM TEAM Total:					169.00
Vendor WST100 - WILLARD SWIM TEAM Total:					169.00
Grand Total:					24,003.56

Report Summary

Fund Summary

Fund	Expense Amount
10 - GENERAL FUND	10,391.10
20 - WATER AND SEWER FUND	7,401.74
30 - PARKS FUND	6,210.72
Grand Total:	24,003.56

Account Summary

Account Number	Account Name	Expense Amount
10-100-50700	OFFICE SUPPLIES-GCG	147.38
10-100-50750	POSTAGE-GCG	162.80
10-100-55200	ADVERTISING-GCG	204.64
10-100-55850	EQUIPMENT RENTAL-GE	32.95
10-100-57400	EQUIPMENT/SOFTWARE	59.32
10-100-61000	TELEPHONE-GCG	163.28
10-100-61050	INTERNET-GCG	345.52
10-200-50700	OFFICE SUPPLIES-LAW	25.19
10-200-50750	POSTAGE-LAW	1.65
10-200-51000	REPAIRS & MAINTENAN	82.57
10-200-52000	SUPPLIES SMALL EQUIP	777.00
10-200-55850	EQUIPMENT RENTAL-LA	68.28
10-200-56000	INSURANCE-LAW	190.00
10-200-57400	EQUIPMENT/SOFTWARE	135.00
10-200-61000	TELEPHONE-LAW	163.28
10-200-61050	INTERNET-LAW	345.52
10-200-70000	VEHICLE EXPENSES FUEL	68.46
10-200-71000	VEHICLE EXPENSE OTHE	47.04
10-200-71100	EQUIPMENT REPAIRS/M	26.09
10-200-92500	UNIFORMS-LAW	328.85
10-200-95500	CAPITAL ASSET EXP EQUI	5,333.50
10-250-50700	OFFICE SUPPLIES-COURT	343.62
10-250-50750	POSTAGE-COURT	0.55
10-250-55850	EQUIPMENT RENTAL-CO	5.49
10-250-61000	TELEPHONE-COURT	116.64
10-250-61050	INTERNET-COURT	246.61
10-300-61000	TELEPHONE-STREETS	116.64
10-300-61050	INTERNET-STREETS	254.88
10-300-71000	VEHICLE EXPENSE OTHE	59.22
10-300-71100	EQUIPMENT REPAIRS/M	111.67
10-400-50700	OFFICE SUPPLIES-P&D	13.47
10-400-55850	EQUIPMENT RENTAL-P&	5.49
10-400-56400	PROFESSIONAL-P&D	45.25
10-400-61000	TELEPHONE-P&D	116.64
10-400-61050	INTERNET-P&D	246.61
20-600-40700	METER REPLACEMENT/ I	1,000.00
20-600-50130	SUPPLIES-WATER	513.30
20-600-50700	OFFICE SUPPLIES-WATER	118.82
20-600-50750	POSTAGE-WATER	34.16
20-600-51000	REPAIRS AND MAINTEN	1,290.35
20-600-52500	METER REPLACEMENT-	434.84
20-600-55600	CONTRACT LABOR--WAT	800.00
20-600-55850	EQUIPMENT RENTAL-WA	363.66
20-600-56400	PROFESSIONAL-WATER	68.85
20-600-61000	TELEPHONE WATER	213.28
20-600-61050	INTERNET-WATER	378.31
20-600-71000	VEHICLE EXPENSE OTHE	141.80
20-600-92500	UNIFORMS-WATER	235.00
20-700-50130	SUPPLIES-SEWER	155.10
20-700-50500	BUILDING MAINTENANC	6.76

Account Summary

Account Number	Account Name	Expense Amount
20-700-50700	OFFICE SUPPLIES-SEWER	118.82
20-700-51000	REPAIRS AND MAINTEN	342.03
20-700-52000	SUPPLIES SMALL EQUIP	21.48
20-700-55850	EQUIPMENT RENTAL-SE	363.65
20-700-56400	PROFESSIONAL-SEWER	68.85
20-700-57200	RECYCLE CENTER EXPEN	20.00
20-700-61000	TELEPHONE-SEWER	213.28
20-700-61050	INTERNET-SEWER	378.32
20-700-71000	VEHICLE EXPENSE OTHE	118.44
20-700-71100	EQUIP REPAIRS/MAINT-S	2.64
30-800-40400	CONCESSION INCOME	169.00
30-800-50000	CHEMICALS-PKS	2,793.84
30-800-50170	SUPPLIES SPECIAL ACTIV	675.00
30-800-50177	SUPPLIES-YOUTH CAMP	826.00
30-800-50180	SUPPLIES SPORTS-PKS	42.57
30-800-50200	CONCESSIONS-PKS	709.16
30-800-50700	OFFICE SUPPLIES-PKS	33.80
30-800-50750	POSTAGE-PKS	0.55
30-800-51000	REPAIRS AND MAINTEN	103.43
30-800-52000	SUPPLIES SMALL EQUIP	153.19
30-800-55850	EQUIPMENT RENTAL-PK	68.29
30-800-61000	TELEPHONE-PKS	163.28
30-800-61050	INTERNET-PARKS	386.58
30-800-71100	EQUIP REPAIRS/MAINT-P	86.03
	Grand Total:	24,003.56

Project Account Summary

Project Account Key	Expense Amount
None	23,762.61
5100019	240.95
	Grand Total:
	24,003.56

Public Works Report

July 2019

Water

- The water department spent the month on routine operations including collecting water samples, monthly meter reading, daily monitoring of the four wells and maintenance of the chlorine monitoring equipment and the well houses.
- Repaired water leaks at 109 Southview, 119 Emily and 6946 Lone Oak.
- Completed 146 utility locates.

Sewer

- Replaced 325 ft. of 6" sewer line behind the Willard Intermediate School. Also replaced 3 cleanouts. The new cleanouts have been installed higher to prevent water from entering.
- Installed riser rings on 2 manholes.
- Cleaned and inspected sewer lines in B and Regional service areas.
- **Lift Station 94 Status** – No change. We are waiting on the completion of the B equalization basin before installing the new pumps in Regional.
- **Lift Station B Flow Equalization Project Status** – The project is approximately 95% complete. The fence contractor has nearly completed installation of the fence. The manhole was tested, and the basin was placed in service on July 29.

Streets

- **Miller Road Widening Project Status** – The project was advertised for bid on July 31, 2019. A pre-bid meeting is scheduled for August 20 and bids will be opened on August 29 at City Hall.
- Mowed right of way
- Completed 140 Service Orders.

Equipment Usage and Repairs July 2019

Equipment No.	Description	July 1 Miles/Hours	July 31 Miles/Hours	Monthly Usage	Service and Repairs	YTD Repair Cost
1	2013 Ford F-150	69,260	70,786	1,526		\$ 23.73
2	2004 Chevy 1 Ton Dump	132,142	133,514	1,372	\$5.39	\$ 315.93
3	2003 Chevy 1 Ton Utility - Sewer	162,825	164,418	1,593		\$ 38.61
4	1998 Dodge 1/2 Ton FB	127,371	127,372	1		
5	2001 Chevy 1500	103,035	103,463	428		\$ 23.73
6	2000 Chevy 3/4 Ton FB	145,109	145,109	-		\$ 8.99
7	1993 Ford 1 Ton Utility - Water	93,195	93,376	181	\$17.97	\$ 25.57
	2005 International 3200 Dump	20,516	20,728	212		\$ 395.15
	2017 Chevy Silverado	17,499	18,281	782		\$ 23.73
	Water Van	384	384	-		
	1998 Chevy S-10	155,235	155,246	11		
	Case Backhoe	2,547	2,653	106		
	60XT Case Skid Steer	1,480	1,494	14		
	Kubota RTV 1100	782	811	29		
					\$23.36	\$ 855.44

	Description of Repair/Service
PD#1	2013 Dodge Charger (old #4) oil, filter, rotate tires
PD#2	2013 Dodge Charger oil, filter, rotate tires
PD#3	2013 Dodge Charger
PD#4	2017 Ford Explorer
PD#5	
PD#6	2013 Dodge Charger
PD#7	2017 Ford Explorer
PD#8	2008 Harley Davidson Emergency Generator

Monthly Water Loss 2018

Current Month
7

Month	January	February	March	April	May	June	July	Annual Average	Annual
Amount of Gallons Pumped	23,403,600	24,192,800	21,612,900	24,497,200	24,503,000	25,365,500	25,770,200	24,192,171	169,345,200
Dollar Amount Sold	\$76,928.20	\$72,920.20	\$77,297.00	\$74,819.60	\$71,493.79	\$74,512.66	\$85,248.60	\$76,174.29	\$533,220.05
Gallons of Water Sold	15,629,000	14,068,000	15,905,000	14,861,000	13,621,000	15,159,002	18,909,000	15,450,286	108,152,002
Flushing	20,000	40,000	4,000	20,000	20,000	20,000	20,000	20,571	144,000
Leaks/Adjustments	14,667	169,783	28,000	79,750	110,000	100,000	330,000	118,886	832,200
City Usage (not billed)	31,000	28,000	32,000	24,000	418,000	287,000	156,000	139,429	976,000
Fire Department Usage	0	0	0	0	0	0	0	0	0
Tower Overflows	0	0	0	700,000	0	0	0	100,000	700,000
Residuals	45,000	45,000	45,000	45,000	45,000	45,000	45,000	45,000	315,000
Total Gallons Accounted For	15,739,667	14,350,783	16,014,000	15,729,750	14,214,000	15,611,002	19,460,000	55,559,601	111,119,202
% Water Loss	32.75%	40.68%	25.91%	35.79%	41.99%	38.46%	24.49%	34.38%	
Amount of Water Lost	7,663,933	9,842,017	5,598,900	8,767,450	10,289,000	9,754,498	6,310,200	8,318,000	58,225,998
Willard North #1	1,508,600	1,638,400	1,484,700	2,025,600	2,343,200	2,589,900	2,737,300	2,046,814	14,327,700
Willard South #2	2,927,100	3,147,100	2,855,300	3,512,100	3,105,000	2,948,600	3,031,900	3,075,300	21,527,100
Meadows West #1	9,911,900	10,476,300	9,267,900	9,785,500	10,506,800	10,946,000	10,792,000	10,240,914	71,686,400
Meadows East #2	9,056,000	8,931,000	8,005,000	9,174,000	8,548,000	8,881,000	9,209,000	8,829,143	61,804,000
Total Water Pumped	23,403,600	24,192,800	21,612,900	24,497,200	24,503,000	25,365,500	25,770,200	24,192,171	169,345,200
City Commercial Irrigation	14	14	14	14	14	14	14	14	14
City Commercial 1 SPF	127	125	125	127	125	128	128	126	126
City Commercial 3 Water only	19	20	19	21	20	21	21	20	20
City Residential Irrigation	2	2	2	2	3	3	3	2	2
City Residential 1 SPF	1943	1943	1957	1956	1977	1992	1997	1,966	
City Residential 3 Water Only	73	72	72	73	72	73	72	72	72
Rural Irrigation	5	5	5	5	5	5	4	5	5
Rural Residential 1 SPF	9	9	9	9	9	9	8	9	9
Rural Residential 2 Lagoon	277	276	276	277	277	274	274	276	276
Rural Residential 3 Water Only	853	852	853	854	858	859	860	856	856
Rural Commercial 2 Lagoon	2	2	2	2	3	3	3	2	2
Rural Commercial 3 Water only	12	12	12	12	12	12	12	12	12
Rural Commercial 1 SPF	0	0	0	0	0	0	0	0	0
Zero-Non Billed	10	10	11	11	11	11	11	11	11
Number of Total Customers	3346	3342	3357	3363	3386	3404	3407	3372	3372

Parks and Recreation - Director's Report – August 2019

Budget planning-

Looking forward to 2020 and beyond there are two looming obstacles that the Parks Department must overcome. The increasing minimum wage and facilities management. The continuing increase of minimum wage will tighten the belt on this department much more than other departments in the city, as we employ at times upwards of 100 part time workers. The retention of full-time staff will come into play as high school students will be making nearly the same hourly rate as certain full-time staff and refilling those positions with quality employees will be difficult. While this will be challenging, I feel like we have a team on staff now that are flexible and resourceful, and I am confident moving forward that we can make minor adjustments that will have a measurable impact on full time employee satisfaction.

From a facilities management standpoint, the Recreation Center is nearing 20 years old, and with it, the floors, fixtures, and plumbing systems. The HVAC units are also nearing the end of their life span, and the majority remaining units are very large units that heat and cool the gyms. Of the two lobby and office space units, one is currently non-functional, awaiting repair in the next budget year. We have forecasted replacing one unit each year to spread out the impact to each annual budget, bearing in mind that we could see two expire in the same year.

Event/Program Planning and Recap

Freedom Fest 2019 was larger in terms of vendor revenue than 2018. We had several food trucks, and most of the feedback we received was very positive. Of the most commonly returned responses, parking and the end of the vendor event were the focal points. I think in order to grow the event moving forward, we will need to focus on acquiring additional parking areas (community partnerships) and providing better signage for shuttle stops and schedules. We marketed the event more aggressively, and I think we drew in additional people for the show because of that effort. Vendors and patrons alike expressed appreciation for this year's site and site layout.

Moving forward, I think that we should focus more strongly on other ways to generate revenue from the event, including "county fair" type events (yard game tournaments, pie baking, hot dog eating, etc.), in addition to a ticketed "kid's area" full of child themed games. The bounce house bracelets were a huge success, raising nearly \$2,000 for the scholarship program.

We are hosting the 2nd annual disc golf tournament and have acquired a title sponsor for the event in the amount of \$750.

2019 Capital Improvement Projects

The Rec Center planting is complete. The roof at the Rec Center has been repaired and has not leaked since the repair. We are proceeding on the path of completing roof repairs to the pole barn, and I am currently preparing a bid to double the usable space of this space with an addition. If bids come back in excess of the combined sum of insurance money and the amount budgeted for a storage shed (\$24,000), we are prepared to consider completing the project in house.

Maintenance

We have decided to put off repair of the air conditioner until the next budget cycle and replace it rather than repair it. Bids for replacement so far range from \$12,000-\$20,000 so this project will need to be a published bid. Since this unit is a heat pump, I would like to (unsure of requirements) replace the unit in the late fall/early winter and pay for unit in January, so that the office is not un-heated for the early winter, and to avoid weather related delays as much as possible.

Upcoming Programs / Events

Parks and Recreation - Director's Report – August 2019

Soccer and Volleyball: Registration Ongoing

End of Summer Party at the WAC August 10th

Doggie Dive Sept 7th

Tumbling Toddlers- registering soon

School's Out Days-Registering soon

Middle School Dances - Pay At the door August 23rd

Sept 13th

Boo Bash (late October-TBA)

Haunted House (tentative, sponsorship dependent)

Programs

Youth dance has added extra classes to the schedule for the fall, including an "Adult Tap" class. We have added an additional program to the Aquatics fitness, one geared specifically to a senior population. As we move forward, we will have to majorly re-evaluate our fitness offerings, and the pay scales for our fitness instructors.

I have the staff developing additional programming options for the Fall, including Parent's Night Out events, additional adult programs, and some programs that are single event programs that we can repeat as necessary. Looking forward to next summer, we are looking at adjusting our pool hours to both accommodate a larger daily range of operations, (opening earlier on a couple days, remaining open later on a couple days) and also freeing up some time to do pool specific programs such as log rolling, water safety courses, and other programmed activities.



Willard Police Department
July 2019 - Monthly Statistical Report



Administration	Officer	Case #'s
Tom McClain, Chief	1601	15
Shannon Shipley, Lt.	1602	25
	Total	40

Squad #1	Officer	Hours	Squad #2	Officer	Hours
1603	Joe Duran, Cpl	52	1604	Steve Purdy, Cpl. Investigator	34
1610	Scott Rowe, Officer	73	1605	Billie Jo Deckard, Officer	82
1607	Caleb Steen, Officer	6	1606	Shawn Garner, Officer	38
1609			1608	Brandon Bond, Officer	30
	Total	131	Total		184

Reserves	Officer	Officer Names	Case #'s	Hours
	1630	Clint Heimbach, SRO		
	1631	Cindy Garton, SRO		
	1641	Brian Gordon, Reserve		6.75
	1642	JD Landon, Reserve	3	10.25
	1645	Brian Hinkle, Reserve		
	1646	Andrew Hunt, Reserve		
		Glenn Cozzens, Reserve, Trainer		5.5
		Tim Wheeler, Reserve		
	Total		3	
Total Incidents for the month...			358	

Incident Statistics

Felony	12	HBO (Handled by Officers)	291
Misdemeanor	14	Use of Force	0
Infraction	139	Dog at Large	5
Other (Services)	193	Neglect 0 / Abuse 0 / Bites 0	0

Vehicle Maintenance

Vehicle	Odometer Reading	Monthly Mileage	Shifts Used	Miles per Shift	Monthly Maintenance	Year to Date Maintenance
WPD-01 2013	101,981	1,049	20	52	\$0.00	\$987.97
WPD-02 2013	128,963	2,019	24	24	\$0.00	\$2,984.32
WPD-03 2013	130,621	373	4	93	\$0.00	\$1,393.09
WPD-04 2018	21,076	1,823	18	101	\$0.00	\$0.00
WPD-05 2019	1,843	1,843	22	85	\$0.00	\$0.00
WPD-06 2013	107,899	98	4	25	\$0.00	\$2,363.88
WPD-07 2017	11,205	568	16	36	\$0.00	\$0.00
WPD-08 M	5,577	0	0	0	\$0.00	\$0.00

Vehicle Maintenance Details

WPD-01:	WPD-04:
WPD-02:	WPD-06:
WPD-03:	WPD-07:

Misc. Dept. Info: New Hires, Brandon Bond and Caleb Steen are doing well in their Field Training program. Congratulations to Joe Duran for his promotion to Corporal.

Planning and Development Report
August 12, 2019

Ongoing Projects-

HWY 160 Improvements- The contractors are making progress clearing the R.O.W. and installing storm water runoff protection measures. (ditch checks)

ATM Commercial Subdivision Phase 2 Gauge Crossing Subdivision- Staff has received review comments from the City consultant and have forwarded them back to Mr. Kelly's engineer for corrections. We are currently reviewing the changes received from the owner's engineer. Staff is moving forward with the R.O.W. purchase from Mr. Proctor for the extension of Proctor Rd. that will connect to Gauge Crossing. The Planning and Zoning Commission approved the R.O.W. acquisition (lot split) at the July 23, 2019 meeting. This item will be discussed in the meeting as an agenda item.

Capacity Improvements – Contract # 1- Staff is anticipating a final pay request for the remainder of the retainage to be released to the contractor.

Lift Station B- Public Works Director will provide an update on the project.

Longview Subdivision- The sewer line relocation project should start the 2nd week of August.

First Baptist Church- The parking lot has been paved and staff has met with the church concerning the Fire Lane markings and signage. Landscaping still needs completed. The church has hired a contractor to tear down the old building adjacent to the new building.

Transportation Alternative Program Sidewalk Grant – The surveyors have started gathering topographic information for the project. A 404 permit has been applied for with the Army Corp and also clearance from the FAA has been requested due to proximity of the runways.

North Brook Apartments- Staff is ready to issue a 24 unit building permit for lot #5.

Robertson Estates- Staff has sent the preliminary plat to MO-DOT for review and has received conceptual approval. MO-DOT has asked to be copied on the street construction plans when submitted.

West Ridge- Planning and Zoning recommended approval of the revised preliminary plat on July 23, 2019.

Liberty Utilities/Empire Electric- Work continues around town.

Staff is working on the F.O.G. Inspection Program. Letters have been mailed out to the FSE's and a packet of information has been provided to them. Inspections have started and are ongoing. To date 80% of the inspections have been completed and several deficiencies have been identified.

Staff continues to assist other departments as needed.
Staff currently has twenty-four (24) R-1 building permits open.

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:

10 permits were issued this month, total fees collected - \$580. Estimated value of work being done is \$36,470.

2 Accessory Structures
2 Fences
1 Plumbing
1 Electric
1 Carport
1 Deck
2 Temporary Use

Permits for the year: 98
Total fees collected: \$42,754.75
Total value of work: \$2,728,614

Our permitting software company sold, and the new company updated our machines this month. Instead of Summit who was used for finance and utilities until 2015, it is now SimpleCity by gWorks. We haven't had any negative results from the switch thus far.

Mapping:

Maps for the medical marijuana presentation were made.

Updated data was added to the online exchange for Public works to utilize.

A couple realtors were in contact about the possibility of connections for both water and sewer. One property owner inquired about connecting their property to the water in the meadows district.

Prosecuting Clerk:

346 Open cases without dispositions
204 Open cases with dispositions, still pending payments
140 Probation cases
28 Deferred cases

CITY CLERK: (Informational only) JULY 2019

- ~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.
- ~Assisted with gathering and writing articles for the Newsletter.
- ~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.
- ~Posted Job opening and handled all incoming applications and resumes, directing to the appropriate department head.

EMERGENCY MANAGEMENT: (Informational only) JULY 2019

- ~Worked on Mitigation planning for next 5 years.
- ~Assisted County with information for disaster claim.
- ~Working on finalizing plans for Table Top Exercise with County. Exercise to be held August 22, 2019 from 6:30 p.m. to 8:00 p.m.

MUNICIPAL DIVISION SUMMARY REPORTING FORM

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

<u>I. COURT INFORMATION</u>		Municipality: Willard Municipal Court		Reporting Period: Jul 1, 2019 - Jul 31, 2019	
Mailing Address: 224 W JACKSON ST, WILLARD, MO 65781					
Physical Address: 224 W JACKSON ST, WILLARD, MO 65781				County: Greene County	
Telephone Number:		Fax Number:			
Prepared by: JESSICA TRUITT		E-mail Address:			
Municipal Judge: Kristoffer Barefield					
<u>II. MONTHLY CASELOAD INFORMATION</u>		Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance	
A. Cases (citations/informations) pending at start of month		17	271	112	
B. Cases (citations/informations) filed		2	13	7	
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	17	8	
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)		0	9	0	
6. dismissed by court		0	0	0	
7. <i>nolle prosequi</i>		0	10	3	
8. certified for jury trial (not heard in Municipal Division)		0	0	0	
9. TOTAL CASE DISPOSITIONS		4	36	11	
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]		15	248	109	
E. Trial de Novo and/or appeal applications filed		0	0	0	
<u>III. WARRANT INFORMATION (pre- & post-disposition)</u>			<u>IV. PARKING TICKETS</u>		
1. # Issued during reporting period		36	1. # Issued during period		0
2. # Served/withdrawn during reporting period		18	<input checked="" type="checkbox"/> Court staff does not process parking tickets		
3. # Outstanding at end of reporting period		380			

MUNICIPAL DIVISION SUMMARY REPORTING FORM

COURT INFORMATION	Municipality: Willard Municipal Court	Reporting Period: Jul 1, 2019 - Jul 31, 2019
--------------------------	---------------------------------------	--

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	\$0.00	No Data Available	
Clerk Fee - Excess Revenue	\$0.00	Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$0.00
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$0.00	Bond Refunds	\$188.89
Bond forfeitures (paid to city) - Excess Revenue	\$0.00	Total Disbursements	\$188.89
Total Excess Revenue	\$0.00		
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)			
Fines - Other	\$0.00		
Clerk Fee - Other	\$0.00		
Judicial Education Fund (JEF) <input type="checkbox"/> Court does not retain funds for JEF	\$0.00		
Peace Officer Standards and Training (POST) Commission surcharge	\$0.00		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$0.00		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$0.00		
Law Enforcement Training (LET) Fund surcharge	\$0.00		
Domestic Violence Shelter surcharge	\$0.00		
Inmate Prisoner Detainee Security Fund surcharge	\$0.00		
Sheriffs' Retirement Fund (SRF) surcharge	\$0.00		
Restitution	\$0.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$0.00		
Total Other Revenue	\$0.00		

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

Resolution adopting the 2019 Comprehensive Plan.

RESOLUTION NO. 19- 02
A RESOLUTION BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD,
MISSOURI, ADOPTING THE WILLARD COMPREHENSIVE PLAN

WHEREAS, it is in the best interests of the City of Willard to update their plan – adopted in 1999 – to establish guidance for the future growth of the City and to promote the health, safety and welfare of the public, protection of the natural and man-made environment, and the efficient use of resources; and

WHEREAS, the City of Willard contracted with the Southwest Missouri Council of Governments which conducted extensive study and has developed a Comprehensive Plan for the City of Willard; and

WHEREAS, proper notice was published in the Greene County Commonwealth, which has general circulation within the City of Willard, at least fifteen (15) days prior to the public hearing held before the Planning and Zoning Commission on June 25, 2019; and

WHEREAS, the Planning Commission of Willard, Missouri called the meeting to order and opened a public hearing for the Willard Comprehensive Plan on June 25, 2019; and

WHEREAS, the report titled “Willard Comprehensive Plan”, maps, and charts were discussed; and

WHEREAS, it was moved and seconded that the report titled “Willard Comprehensive Plan”, maps, and charts contained therein, be approved as the Comprehensive Plan for the City of Willard, Missouri, and that copies to be certified to the Board of Aldermen and City Clerk, and that one (1) copy be recorded in the office of the Greene County Recorder of Deeds; and

WHEREAS, the Planning and Zoning Commission adopted the Comprehensive Plan on June 25, 2019; and

WHEREAS, the Board of Aldermen of the City of Willard adopts the Comprehensive Plan, including associated maps and charts contained therein.

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the City of Willard, Missouri, that the Comprehensive Plan and all maps and charts included therein are hereby adopted.

Passed and Adopted by the Board of Aldermen on this 12th day of August, 2019.

Mayor, Willard, Missouri

ATTEST:

City Clerk, Willard, Missouri

CITY OF WILLARD, MISSOURI

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



Agenda Item#10

Discussion/Vote to accept the Robertson Estates Phase 2 Preliminary Plat and Preliminary Development Plan.

Back ground Report for Robertson Estates Phase 2 Preliminary Plat and Development Plan

Date – July29, 2019

Location – 309 S Farmer Rd.

Applicant – Taylor Robertson / Bill Turner

Tract Size – 16.80 acres

Existing Zoning – R-1

Proposed Zoning – Planned Development District

Surrounding Land Uses –

North – R-1 Single Family

South – Willard Public School

West – Undeveloped R-1 currently used as agriculture

East – property is bounded by Farmer Rd. existing R-1 on the east side of Farmer Rd.

History – The parent property was divided back in 2015 /2016 creating one (1) single family tract and six (6) duplex lots with the remaining approximate seventeen (17) acres being left for future development. The owner wishes to sell the property to a developer who is proposing a thirty-three (33) lot single -family planned Development. The proposed lots are only eighty (80) feet wide and do not conform with the traditional R-1 lot width requirement of a hundred (100) feet, therefore a zoning change is required from R-1 to R-1 Planned Development District.

Utilities are available for this site.

Water – Public works replaced the 4” main with a 10”. It is located on the east side of Farmer and will require a road bore to extend it into the property.

Sewer – Sanitary sewer is existing and runs thru the property east and west and north and south. The line that runs north and south will be retired and a new line constructed to accommodate the proposed lot layout.

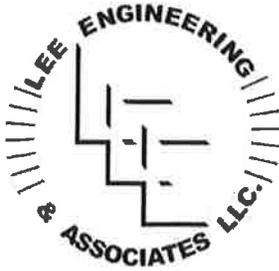
Stormwater – The northern portion of the property currently lies within a designated FEMA Floodplain. We currently have drafts for the updated maps that show most of the area being taken out of the floodplain. These maps will be adopted in late 2020 however staff is recommending that any structures that fall within the perimeter of the existing mapped flood zones be elevated no less than the 1 ft above BFE. Precautionary measures should be taken and consideration should be given to the property owners to the north to protect their property from adverse effects of the drainage from this development.

Streets / Sidewalk – Street/ Sidewalk construction will adhere to all Willard Design Standards which will be addressed at the time of construction plan review and approval. Minimum ROW requirement is (50) feet. Minimum sidewalk width is five (5) feet. A wood chip walking trail is being proposed around the common area.

Staff Comments – Comments were received from the Willard Fire Protection District and CJW Engineers and have been included for your review. Staff has reviewed the proposed preliminary plat and plan and offer the following comments for your consideration- All pertinent Fire

Department recommendations should be followed. Feel free to contact me if you have any questions prior to the meeting.

Randy Brown
Director of Development



LEE ENGINEERING AND ASSOCIATES, L.L.C.

CIVIL ENGINEERING & DESIGN

2101 W. CHESTERFIELD BLVD., SUITE C202, SPRINGFIELD, MO 65807
TELEPHONE: (417) 886-9100 · FACSIMILE: (417) 886-9336 · dlce@leeengineering.biz

PD Zoning Report for

Robertson Subdivision

A Proposed Subdivision in Willard, Missouri

Project Number 1915

Submitted to:

The City of Willard

June 7th, 2019

Developer: Bill Turner
1331 N Farmer Avenue
Springfield, Mo 65802
(417) 224-3643

1. Purpose

The purpose of requesting a PD for Robertson Subdivision is to provide a unique single family residential development. The layout provides a large common area with nature trail / dog walk to be used by the residents. The PD also allows smaller lots than what is allowed in R-1 zoning. The current zoning is R-1 which allows 2.5 units per acre. The proposed development is 2.0 units per acre therefore the proposed PD provides a reduction in density and more open space than what is permitted in a R-1 development. The proposed development is surrounded by a mixture of uses with the North Elementary School and R-3 zoning to the South. To the East is a neighborhood with a mixture of lot sizes ranging from 1/8 acre to 1/3 acre lots. To the North Lots 1-6 of the Robertson Estates Phase 1 Final Plat are zoned R-2. To the West are undeveloped lots bounded by US 160 and a subdivision. The proposed PD is consistent with the surrounding developments. Below is a list of goals as described by the Willard Municipal Code.

- a. The proposed development is congruent with the spirit and intent of the Willard Comprehensive Plan.

The proposed development is for single family homes. The surrounding neighborhoods are a mixture of a school, a church, single and multi-family homes. The proposed density is less than 2.5 dwelling units per acre which is permitted in R-1 developments. The PD allows green space to be provided in a common area to be used for the enjoyment of the entire neighborhood as opposed to individual lots.

- b. The proposed development efficiently utilizes the available land and protects natural features such as trees and an intermittent stream.

The proposed development does not seek more intensity than what is allowed in R-1 districts. The layout efficiently uses the natural intermittent stream and topography for common area. The existing trees in the common area will be preserved to protect the natural environment in the common area. A nature trail / dog walk will be installed to be used for the enjoyment of the neighborhood.

- c. The proposed development provides for harmonious and coherent site and building design.

The proposed development will contain single family homes with a nature trail/dog walk in a common area which provides a harmonious and coherent site and building design. The average lot size is 0.39 acres.

- d. The development is located where transportation, police, fire protection and other public facilities are available.

The development has adequate transportation, police and fire protection. The proposed development is adjacent to Willard North Elementary School and South Farmer Road. Preliminary Site Investigation indicates there is electric, communications, water, and sewer running parallel to South Farmer Road.

- e. The development is consistent with the Willard Comprehensive Plan and adopted plans and policies of the City.

The development is a single family PD with less dwelling units per acre than what is allowed as currently zoned in R-1. The development also provides more green space than what is required in the current R-1 zoning.

- f. The PD district varies from standard R-1 requirements by allowing more narrow lots with an average lot size of 0.39 acres.

The PD allows the development to provide more green space in common areas in lieu of larger lots.

2. Standards for preliminary development plan

- a. Intensity of Development

- 1) Maximum number dwelling units: 33
- 2) Minimum square footage of dwelling units: 1,400 sf
- 3) One Single-family detached dwelling allowed per lot

b. Uses permitted

This PD will allow the uses permitted in R-1 Single-Family Residence Districts as described in the Willard Municipal Code.

c. Bulk, area and height requirements

- 1) Front Yard Setback: 35' (or as described on the plat)
- 2) Side Yard Setback: 10'
- 3) Back Yard Setback: 35'
- 4) Lot areas shall be as described on the plat
- 5) Maximum lot coverage: 40%
- 6) Dwellings minimum first floor area: 900 square feet
- 7) Maximum structure height for primary structure: 30'
- 8) Maximum structure height for accessory structure: 16'

d. Public facilities

A wood chip nature trail / dog walk will be constructed by the developer and on-going maintenance will be provided by the home owners association.

e. Architectural Features/Landscaping Requirements

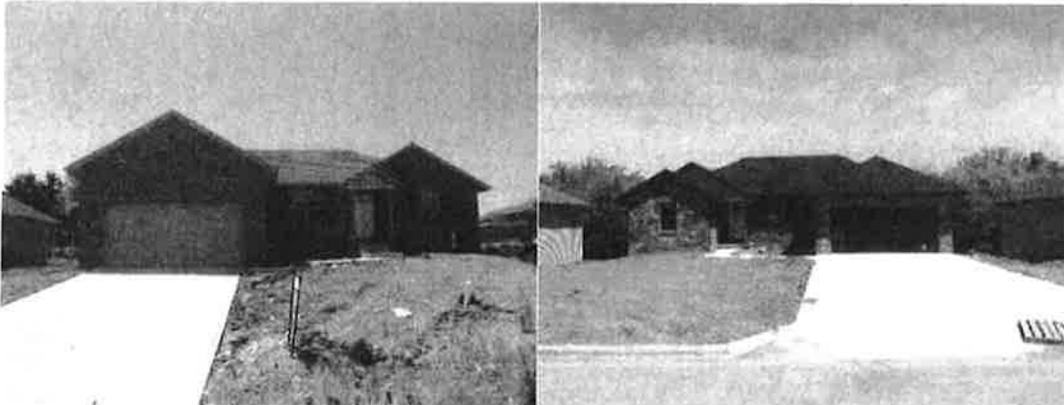
- 1) Brick or rock – front side only required
- 2) The two homes that front Farmer Road will be constructed with brick or rock on all sides
- 3) Architectural asphalt shingles
- 4) The development will have brick mailboxes
- 5) The development will have one tree in each front yard. The tree will be a minimum of 6' tall.

3. Pictures of Housing and Nature Walk

- a. The picture below is taken at the Springfield Lake trail. The intent is to provide a wood chip trail like the one shown. Maintenance for the trail will be provided by the home owners association. These trails are used by many people daily. The maintenance consists of trimming back growth 3 or 4 times a year and spreading wood chips once a year.



- b. The pictures below are taken at Longview Subdivision in Willard at the intersection of Farm Road 103 and East Simpson Street. Longview Subdivision was developed by the same owner and the lots were constructed by the same home builder that will be constructing the lots at Robertson Subdivision. The lots in Longview Subdivision are $\frac{1}{4}$ acre lots with 80' of frontage.





City of Willard

Zoning Case No. _____
Application Date _____
Application Fee \$300.00 paid 6/13/2019

**APPLICATION
ZONING CHANGE (REZONING)**

We, the undersigned, ask the City of Willard, Missouri Board of Aldermen to approve a zoning change as requested in this application on the tract of land described below. We attest to the truth and correctness of all facts and information presented with this application and agree to pay all advertising and mail notification costs for the public hearings as required by the *Willard Land Development Regulations*. The City of Willard is authorized to prepare and publish all required legal advertising and mail notifications, the cost of which is to be billed to the name listed below for payment.

Present Zoning Classification R-1 Requested Zoning Classification PD

Legal Description of Property Requested to be Rezoned (attach additional sheet if needed):

Street Address or Other Common Property Description ALL THAT DESCRIBED AS "RESERVED" IN THE FINAL PLAT OF ROBERTSON ESTATES PHASE 1, AS RECORDED IN THE BOOK AAA PAGE 503 OF THE GREENE COUNTY DEED RECORDS.

Property Owner's Name(s) BT & TD INVESTMENTS, LLC

If corporation, Corporate Official Name and Seal: _____

Mailing Address 910 E Dade 166 Eureka Mo 65646

Telephone Number 417-224-3143 Fax Number _____

PROPERTY OWNER'S SIGNATURE:

Bill Turner
(Not necessary if there is an authorized representative. Authorized representative must sign below).

AUTHORIZED REPRESENTATIVE:

I hereby certify that I am authorized to represent all of the property owners of the above described tract in this application. A power of attorney is attached.

Name BT & TD Investments LLC Signature C/O Bill Turner

Address 910 E Dade 166 Eureka, MO 65646 Telephone 417-224-3143

BILL ADVERTISING AND NOTIFICATION COSTS TO:

Name BT & TD INVESTMENTS, LLC Telephone _____

Address 910 E Dade 166 Eureka Mo 65646

QUESTIONS ON REZONING APPLICATION

(Attach additional sheets if necessary)

1. What is the current use of the property? Undeveloped currently zoned R-1

2. Why are you requesting a change in zoning? _____

The purpose of requesting a PD for Robertson Subdivision is to provide a unique single family residential development. The layout provides a large common area with nature trail / dog walk to be used by the residents. The PD also allows smaller lots than what is allowed in R-1 zoning. The current zoning is R-1 which allows 2.5 units per acre. The proposed development is 2.0 units per acre therefore the proposed PD provides a reduction in density and more open space than what is permitted in a R-1 development. The proposed development is surrounded by a mixture of uses with the North Elementary School and R-3 zoning to the South. To the East is a neighborhood with a mixture of lot sizes ranging from 1/8 acre to 1/3 acre lots. To the North Lots 1-6 of the Robertson Estates Phase 1 Final Plat are zoned R-2. To the West are undeveloped lots bounded by US 160 and a subdivision. The proposed PD is consistent with the surrounding developments. Below is a list of goals as described by the Willard Municipal Code.

3. Are there any deed restrictions or restrictive covenants that would affect the use of this property? If so, what are they?

NO

4. Has a rezoning ever been requested for this property in the past by the current owner? What zoning classification was requested and when?

NO

5. If the rezoning is approved, does the applicant intend to develop the property?

YES, With single family homes.

APPLICATION CHECKLIST

ZONING CHANGE (REZONING) City of Willard, Missouri

This checklist is provided to help you make sure that you submit everything that is required for a complete rezoning application. The application must be complete and all items listed on the checklist must accompany the application or this case will not be processed. The application must be submitted no later than 4:00 p.m. to the Willard City Hall, 30 working days prior to the Planning and Zoning Commission public hearing at which the request for rezoning will be heard. Contact the City Clerk at the telephone number below for filing deadlines and meeting dates.

APPLICATION FORM:	
	List the current zoning classification of the property.
	List the zoning classification you are requesting. See the <i>Land Development Regulations</i> , Article V, for specific zoning district classifications.
	Provide the legal description of the property to be rezoned. You may attach the legal description on a separate sheet.
	List the current property owner's name, address, and telephone number. If a corporation, list the corporate official and include the corporate seal.
	Current property owner must sign the application unless there is an authorized representative. If authorized representative, include power of attorney.
	List the name and address for billing the legal advertising and mail notices for the public hearings before the Planning Commission and Board of Aldermen.
	Provide an answer to questions 1-5 on the application.
APPLICATION FEE:	
	Include \$300.00 application fee for zoning application. Applicant also responsible for advertising and notification costs for public hearings.
PROPERTY OWNERS NOTIFICATION:	
	Provide a list of property owners' names and addresses within 185 feet of the area to be rezoned that has been compiled from the records of the Greene County Assessor's Office or prepared by a title company authorized to issue title policies in the State of Missouri.
	Provide an addressed, stamped (not metered) business envelope for every property owner listed on the property owners' list.
<p>Note: The Planning and Zoning Commission shall not forward its recommendation to the Board of Aldermen when the applicant or the applicant's agent does not appear at the public hearing to provide evidence regarding the request for a change in zoning classification. Also, final action by the Board of Aldermen shall not be taken until the applicant has reimbursed the City for the costs of advertising and mail notifications to adjacent property owners.</p>	

Submit Applications To:
 Willard City Hall
 224 W. Jackson, PO Box 187
 Willard, MO 65781
 (417) 742-3033

For mail delivery, use the post office box address
 For hand delivery or parcel delivery, use the street address

PLAT DESCRIPTION:

**ALL THAT DESCRIBED AS "RESERVED" IN THE FINAL PLAT OF ROBERTSON
ESTATES PHASE 1, AS RECORDED IN THE BOOK AAA PAGE 503 OF THE
GREENE COUNTY DEED RECORDS.**

PUBLIC NOTICE

Notice is hereby given that the Willard Planning and Zoning Commission shall meet on July 23, 2019 at 7:00 p.m. and the Willard Board of Aldermen shall meet on August 12, 2019 at 7:00 p.m. at Willard City Hall, 224 W. Jackson, to conduct public hearings to consider the proposed Preliminary Plat and Preliminary Development Plan for Robertson Estates Phase 2, a single family residential planned development. The parcel involved being located on S. Farmer Road, further identified by Greene County Assessor as Parcel #0726201099. The Board will take public comments at this meeting. If you are unable to attend this meeting, you are welcome to send any comments in support of, in opposition to, or general inquiries regarding this request for the proposed planned development to Jennifer Rowe, City Clerk at:

City of Willard
P.O. Box 187
Willard, MO 65781
(417) 742-5302
clerk@cityofwillard.org

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 the information above.



Providing Transportation and Engineering Solutions

5051 S. National St. 7A
Springfield, MO 65810
Phone: 417.889.3100
Fax: 417.889.3102
www.theCJW.com

Randy Brown
Director of Development
City of Willard
224 W Jackson St
Willard, MO, 65781

June 13, 2019

RE- Robertson Subdivision – Planned Development

Mr Brown,

The following are comments from a review of the Robertson Subdivision – Planned Development Rezoning.

There was a document turned in to the City that is titled "PD Zoning Report for Robertson Subdivision". I believe this title should be "PD-XXX", zoning for the proposed Robertson Subdivision land. With the XXX replaced with the next sequential PD number from the City of Willard.

The Planned Development is a self-defined zoning for this particular property. As such there needs to be enough information in the PD language to allow staff to evaluate future development of the land to make sure it is in compliance.

If approved the zoning will control any development on this land both now and in the future.

With this in mind, the rezoning to Planned Development must be approved prior to the approval of the Sketch Plan otherwise the Sketch Plan would be invalid as it would not meet the current land zoning for this property.

This review letter will deal with the rezoning of the property first and then the Sketch Plan.

The attached PD language includes most of the City of Willard required elements for a Planned Development. There are a few exceptions

1. The attached PD language does not have a minimum lot width included.
2. Item 1B of the attached PD language discusses a reduction in the density of development of this land. This development does not reduce the density of development of this land. This land contains a large area of flood prone land that should not be developed. If you think of the land logically and say I am going to use the same amount of ground to develop that I would under current R-1 zoning but have the PD will smaller lots then it is not possible that this PD would reduce the density of development. **If you define density as number of homes built on the property.**

3. The PD says "all allowable uses in the City of Willard's R-1 zoning".
R-1 Allowable Uses are as follows, (**this is for reference purposes**):
 1. Single-Family Detached Dwelling, one per lot
 2. Single-Family detached modular dwellings, one per lot
 3. Family day care homes
 4. Residential Group Homes.
 5. Schools, etc
 6. Churches
 7. Parks or playgrounds
 8. Home occupations
 9. Government Buildings?
 10. Public utilities and Buildings?
 11. Truck patches with no retail
 12. Nurseries and Greenhouses
 13. Type I and Type II wireless facilities?

The review of the latest Sketch plat for this rezoning.

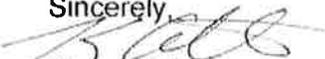
1. **The City of Willard's regulations say that streets shall be extended in all four cardinal directions.**

This is normally done to provide connectivity and access to adjoining properties. This particular property has a flood plain to the north so a street extension in that direction would be costly and therefore could be logically removed from the requirements. To the south is school property. The City should inquire of the school district whether or not they would like a stub street extended to their property. If the school does not want a street extended to their property, then that street could be removed from the required infrastructure for this project.

The "Proposed Street" should be extended all the way through the property to the adjoining property to the west.
2. City regulations say lots are a minimum of 100 feet wide, this PD has not defined the width yet, so the sketch plat layout does not meet the requirements for lot width.
3. The lots numbered 32 and 33 do not meet the City of Willard's requirements that lots front on a street. These lots would be difficult to assign addresses, or have 911 response. The two lots have an undefined driveway and surface to access the lots.

If you have any questions or comments, please feel free to contact me either by email or on my cell phone at 417-849-2165.

Sincerely,



King Coltrin, P.E.

Senior Engineer

King@gocjw.com



CJW Transportation Consultants, LLC
Providing Transportation and Engineering Solutions

Willard Fire Protection District Plat Review Form

Plat Name: Robertson Subdivision

Address: Sec 26, T30N, R23W

Contact: LEE Engineering & Associates L.L.C. Telephone: 417-886-9100 or _____

Fire Department Access and Systems

- Road width
- Bridge weight N/A
- Height and width clearance of bridges N/A
- Turning radius---- Change noted on plat in two locations, the entrance of the subdivision on Famer as well as the access to lot ~~32~~ and 33. Change to a bulb out turn.
- Fire lane restrictions---- Change noted on plat in two locations, the access to lot 42 and 33 entire lane must be marked no parking fire lane only. Second location will be the turnaround at lot 16 and 17. The turnaround must be marked no parking fire lane only.
- Fire lane obstructions
- Driveway grade
- Hydrant Location---- Noted on map at lot 7 and lot 13.
- Hydrant Distance ---- No more than 500 feet apart.
- 8" or larger water main

Special notes

Will need to see a more detailed access plan for lots 34 and 33.

CITY OF WILLARD, MISSOURI

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



Agenda Item#11

Discussion/Vote to accept the West Ridge Subdivision Preliminary Plat.

Background Report for West Ridge Subdivision

Date – July 29, 2019

Location- 7640 W Farm RD 68

Applicant- Floyd Family Investments L.L.C.

Tract Size- 10 acres

Existing Zoning- R-1PDD

Proposed Zoning- R-1PDD

Surrounding Land Uses-

North- Property is bounded by the south side of Farm Rd. 68 on the north side of Fm.Rd. 68 is R-1 and agriculture

South- R-1 Single Family

East- R-1 Single Family

West – Undeveloped Agriculture

History – This tract of land was re-zoned by the owner (Mr. Floyd) back in May of 2008 from R-1 to R-1PDD. The Final Plat was submitted with the construction plans and Notice to proceed was given in March of 2008. Due to the housing market and overall economy at that time the owner never started construction on the development. The property has been sitting idle only serving one single family rental since. Mr. Floyd passed away some time ago and now his children would like to complete the development their father had started. The owner's representative has submitted a new Preliminary Plat and it is the same as the original with the only exception being they are proposing to remove the old existing farm house and barn and create two additional lots in the subdivision. The original lot #18 was 64,846 sq. ft. and will be divided into three lots.

Staff Recommendation- Staff would ask for your consideration to approve the proposed Preliminary Plat with the following conditions added- 1. A sidewalk should be constructed along the southern edge of Fm.R.d 68 and connect to the existing sidewalk on Arrowhead Rd. 2. Construction Plans for all Public Improvements should be resubmitted including any required Engineering reports. 3. All Fire Department comments should be considered. 4. Before Final Plat approval a current development plan should be submitted with all required information.

Randy Brown
Director of Development
City of Willard



City of Willard

Subdivision Case No. _____
Application Date 7/12/2019
Application Fee \$250.00 + \$2.50 per lot Residential
\$335.00 + \$3.35 per lot Commercial
\$300.00 + \$6.00 per lot PDD
paid \$420.00 7/12/2019

**APPLICATION
MAJOR SUBDIVISION – PRELIMINARY PLAT**

We, the undersigned, request the City of Willard, Missouri Planning and Zoning Commission and Board of Aldermen to approve the preliminary plat attached to this application, and attest to the truth and correctness of all facts and information for the proposed plat presented in this application.

Name of Preliminary Plat: West Ridge

Is a subdivision variance being submitted with this application? Yes _____ No ✓

If yes, applicant is to submit a subdivision variance application with this preliminary plat application.

Property Owner's Name Floyd Family Investment LLC and or assigns

If corporation, Corporate Official: _____

Mailing Address 5396 E Pleasant Valley Ln Springfield MO. 65809

Telephone Number 417-831-5098 Fax Number _____

PROPERTY OWNER'S SIGNATURE(S):

Floyd Family Investment LLC and or assigns
(If corporation, signature of corporation official)

Developer's Name: (If different from property owner)

Mailing Address _____

Telephone Number _____ Fax Number _____

City of Willard

224 West Jackson, P.O. Box 187 • Willard, MO 65781 • Phone 417-742-3033 • Fax 417-742-3080



March 19, 2008

CCF

Charles A. Floyd, Trustee
5396 E. Pleasant Valley Lane
Springfield, Mo. 65809

Re: PDD Final Plan

Dear Mr. Floyd,

This letter is to inform you that the City of Willard, Board of Aldermen approved the Final Plan for West Ridge PDD on March 10th, 2008. (*Final Plan, Job #040508FD dated 02/04/08; Water Plans, Job #07-566 dated 02/21/08, stamped 02/22/08; Sanitary Sewer Plans, Job #07-566 dated 02/21/08, stamped 02/22/08; Paving & Drainage Plans, Job #07-566 dated 02/21/08, stamped 02/22/08*). If you have any questions feel free to contact our office at the above number.

Sincerely,


Kathy Blakemore, City Clerk

kb

BILL NO. 08-10

ORDINANCE NO. 080512C

AN ORDINANCE

AN ORDINANCE REZONING REAL ESTATE IN THE CITY OF WILLARD, MISSOURI FROM R-1 DISTRICT TO PLANNED DEVELOPMENT DISTRICT (PDD) CLASSIFICATION.

WHEREAS, the Planning and Zoning Commission of the City of Willard consider the Application for Charles A. Floyd, Trustee, Farm Road 68, to rezone from R-1 to PDD property, a tract of land, situated in the Northwest quarter on Section 23, Township 30, Range 23, City of Willard, Greene County, Missouri, and more particularly described as follows:

A PART OF THE WEST HALF (W1/2) OF THE NORTHWEST QUARTER (NW1/4) OF SECTION 23, TOWNSHIP 30 NORTH, RANGE 23 WEST OF THE 5TH P.M. IN GREENE COUNTY, MISSOURI DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF SAID SECTION 23; THENCE S87°43'28" E, ALONG THE NORTH LINE OF SAID W1/2 OF THE NW1/4, 506.26 FEET; THENCE S00°42'12"W, 844.68 FEET; THENCE N87°43'27"W, 525.25 FEET TO THE WEST LINE OF SAID NW1/4; THENCE N01°59'31" E, ALONG SAID WEST LINE, 844.37 FEET TO THE POINT OF BEGINNING. SAID TRACT CONTAINS 10.00 ACRES SUBJECT TO ROADS NOW IN USE, EASEMENTS AND RESTRICTIONS OF RECORD.

WHEREAS, after Public Notice of a Public Hearing, as required by Statute, and after Public Hearing, the Planning and Zoning Commission recommended to the Board of Aldermen that the above described property be rezoned from R-1 to PDD Zoning Classification; and,

WHEREAS, the Board of Aldermen have received said recommendation and duly considered it and have received public comments, after public notice and hearing;

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

Section 1: That the above-described property is hereby rezoned from R-1 Classification to PDD Classification.

Section 2: The City Clerk is hereby authorized and directed to cause the official zoning use map of the City of Willard to reflect this change in zoning classification. Such property shall for zoning purposes be identified by the letters PD followed by an identifying number.

Section 3: All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed in so far as any portion thereof shall conflict with this Ordinance.

Section 4: This Ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approved by the Mayor.

BILL NO. 08-10

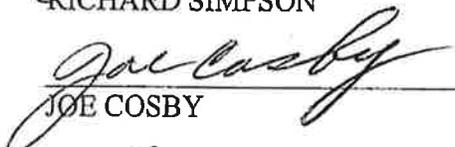
ORDINANCE NO. 0805120

READ TWO TIMES AND PASSED at the meeting of the Board of Aldermen of the City of Willard, Missouri, on the 12th day of May 2008.

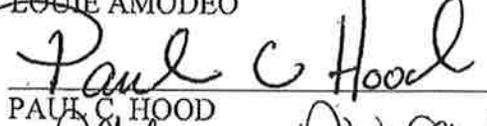
MEMBERS OF THE BOARD OF ALDERMEN:

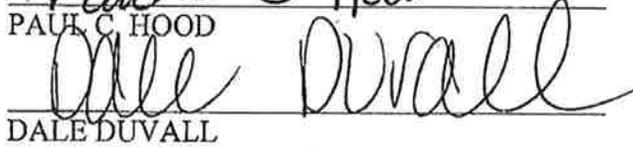
YES NO

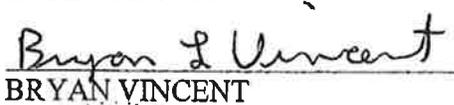

RICHARD SIMPSON


JOE COSBY


LOUIE AMODEO

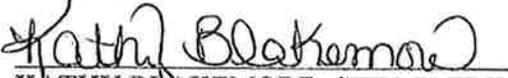

PAUL C. HOOD

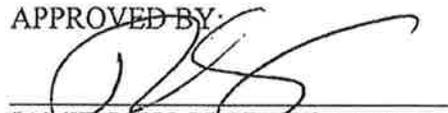

DALE DUVALL


BRYAN VINCENT



ATTEST:


KATHY BLAKEMORE, CITY CLERK

APPROVED BY:

JAMIE SCHOOLCRAFT, MAYOR

CITY OF WILLARD, MISSOURI

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



Agenda Item# 12

Ordinance amending the Speed Limit through Deerfield and Autumn Brook subdivisions. (1st & 2nd Read) Discussion/Vote.

First Reading: 08/12/19

Second Reading: 08/12/19

Council Bill No.: 19- 25

Ordinance No.: 190812A

AN ORDINANCE

AN ORDINANCE REDUCING THE SPEED LIMIT THROUGH DEERFIELD AND AUTUMN BROOK SUBDIVISIONS, IN WILLARD, GREENE COUNTY, MISSOURI, FROM 30 M.P.H. TO 25 M.P.H., CALLING FOR THE INSTALLATION OF SIGNS THEREIN; ESTABLISHING A PENALTY FOR VIOLATION THEREOF AND AMENDING CONFLICTING ORDINANCES.

WHEREAS, the City has received a petition signed by a majority of the citizens living within along Megan Lane and Wright Street requesting the City lower the speed limit from thirty (30) miles per hour to twenty (20) miles per hour; and

WHEREAS, the Traffic Advisory Committee discussed the request and recommend to the Board of Alderman that the City lower the Speed Limit to twenty-five (25) miles per hour instead of twenty (20) miles per hour as requested; and

WHEREAS, the Board of Aldermen has deemed it necessary to amend the Speed Limit of Megan Lane between Wright Street and Farm Road 94, Colby Street, Shelley Street, Sidney Street, Becky Street, Owen Street and Wright Street within Deerfield and Autumn Brook subdivisions from thirty (30) miles per hour to twenty-five (25) miles per hour.

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

Section 1: The City does hereby duly pass and approve a speed limit change on Megan Lane between Wright Street and Farm Road 94, Colby Street, Shelley Street, Sidney Street, Becky Street, Owen Street and Wright Street within Deerfield and Autumn Brook subdivisions, decreasing and changing the speed limit to twenty-five (25) miles per hour.

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.

Mayor Corey Hendrickson

ATTEST: _____, Jennifer Rowe, City Clerk

Approved as to form: _____, Kenneth P. Reynolds, City Attorney

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI ON THE ____ DAY OF _____ 2019.

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

ABSTAINED

CLARK MCENTIRE

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

JON JONES

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

ABSTAINED

CLARK MCENTIRE

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

JON JONES

CITY OF WILLARD, MISSOURI

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



Agenda Item# 14

**Ordinance accepting the 2019 Amended Budget. (2nd
Read) Discussion/Vote.**

Year to Date 2019

	2019 Original Revenues	Transfers	Total Revenues and Transfers	2019 Original Expenses	Transfers	Total Expense and Transfers	Cumulative Gains or (Losses) Per Fund
General Fund							
General City Administration	\$ 1,509,187.50	\$ -	\$ 1,509,187.50	\$ 174,948.40	\$ 95,000.00	\$ 269,948.40	\$ 1,239,239.10
Law and Public Safety	\$ 123,500.00	\$ -	\$ 123,500.00	\$ 906,062.22	\$ -	\$ 906,062.22	\$ (782,562.22)
Court	\$ 69,350.00	\$ -	\$ 69,350.00	\$ 91,481.58	\$ -	\$ 91,481.58	\$ (22,131.58)
Streets	\$ 1,210,460.00	\$ -	\$ 1,210,460.00	\$ 1,490,988.17	\$ -	\$ 1,490,988.17	\$ (280,528.17)
P/D	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 104,459.29	\$ -	\$ 104,459.29	\$ (101,459.29)
EM	\$ 8,000.00	\$ -	\$ 8,000.00	\$ 20,700.00	\$ -	\$ 20,700.00	\$ (12,700.00)
Sub-Total	\$ 2,923,497.50	\$ -	\$ 2,923,497.50	\$ 2,767,939.65	\$ 95,000.00	\$ 2,862,939.65	\$ 39,857.85
Park Fund							
	\$ 916,800.00	\$ 168,000.00	\$ 1,084,800.00	\$ 1,082,607.69	\$ -	\$ 1,082,607.69	\$ 2,192.31
Sub-Total	\$ 916,800.00	\$ 168,000.00	\$ 1,084,800.00	\$ 1,082,607.69	\$ -	\$ 1,082,607.69	\$ 2,192.31
Water Fund							
	\$ 1,021,943.00	\$ 176,500.00	\$ 1,198,443.00	\$ 1,196,796.68	\$ -	\$ 1,196,796.68	\$ 1,646.32
Sewer Fund							
	\$ 2,657,976.34	\$ 92,000.00	\$ 2,749,976.34	\$ 2,746,002.41	\$ -	\$ 2,746,002.41	\$ 3,973.93
Sub-Total	\$ 3,679,919.34	\$ 268,500.00	\$ 3,948,419.34	\$ 3,942,799.09	\$ -	\$ 3,942,799.09	\$ 5,620.25
Totals	\$ 7,520,216.84	\$ 436,500.00	\$ 7,956,716.84	\$ 7,793,346.43	\$ 95,000.00	\$ 7,888,346.43	\$ 47,670.41

Funds	Total Funds Available As of Jan 1, 2019	Annual 25% Reserve Recommended	Amount Above/Below Recommended 25 Percent	Cash Operating Average Per Month	Current Percentage	Total Funds Available As of December 31, 2019
General Fund	\$1,252,989.24	\$ 691,984.91	\$ 600,862.18	\$ 238,578.30	46.71%	\$ 1,292,847.09
Water & Sewer Fund	\$2,568,830.45	\$ 985,699.77	\$ 1,320,250.93	\$ 328,566.59	58.49%	\$ 2,305,950.70
Park Fund	\$107,679.82	\$ 270,651.92	\$ (233,779.79)	\$ 90,217.31	3.41%	\$ 36,872.13
Totals	\$ 3,929,499.51	\$ 1,948,336.61	\$ 1,687,333.32	\$ 657,362.20		\$ 3,635,669.92

GENERAL FUND

GENERAL FUND BUDGET -

		Original 2019	Amended 2019
Beginning Fund Balance		\$ 1,252,989.24	\$ 1,252,989.24
REVENUES			
10-100-40800	Miscellaneous Income	\$ 5,000.00	\$ 6,000.00
10-100-40980	Veterans Memorial	\$ 200.00	\$ 200.00
10-100-41000	Franchise Cable TV	\$ 18,000.00	\$ 16,000.00
10-100-41100	Franchise Electric	\$ 294,000.00	\$ 294,000.00
10-100-41200	Franchise Gas	\$ 45,000.00	\$ 40,000.00
10-100-41300	Franchise Mobile Phone	\$ 82,000.00	\$ 87,200.00
10-100-42000	Grants	\$ 500.00	\$ 500.00
10-100-43000	Interest Income	\$ 5,000.00	\$ 10,000.00
10-100-44100	Merchant License	\$ 6,000.00	\$ 5,500.00
10-100-44110	Building Permits	\$ 28,000.00	\$ 28,000.00
10-100-45300	Real Estate Tax	\$ 196,500.00	\$ 196,500.00
10-100-45400	Sales and Use Tax	\$ 575,287.50	\$ 575,287.50
10-100-45500	Sales Capital Improvements	\$ 250,000.00	\$ 250,000.00
	SUBTOTAL REVENUES	\$ 1,505,487.50	\$ 1,509,187.50
10-100-46000	Transfer in Reserves	\$ -	\$ -
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	\$ -	\$ -
TOTAL - ANNUAL REVENUE		\$ 1,505,487.50	\$ 1,509,187.50
EXPENSES			
SALARIES & RELATED			
SALARIES			
	Administrative Distribution	\$ 211,114.33	\$ 211,114.33
	City Administrator	\$ 67,133.35	\$ 67,133.35
	City Clerk	\$ 47,738.82	\$ 47,738.82
	Director of Finance	\$ 56,678.96	\$ 56,678.96
	Finance Clerk AP	\$ 33,927.09	\$ 33,927.09
	Utility Clerk	\$ 9,719.61	\$ 9,719.61
	Finance Clerk HR	\$ 34,775.26	\$ 34,775.26
	Salary Contengencies	\$ 12,205.57	\$ 12,205.57
10-100-90000	SUBTOTAL SALARIES	\$ 51,064.32	\$ 51,064.32
10-100-91000	Stipends Elected Officials	\$ 5,400.00	\$ 5,400.00
10-100-90500	Overtime	\$ 200.00	\$ 200.00
	TOTAL SALARIES	\$ 56,664.32	\$ 56,664.32
10-100-91500	Payroll Taxes	\$ 4,533.15	\$ 4,533.15
10-100-92000	Retirement	\$ 3,639.77	\$ 3,639.77
10-100-93000	Group Insurance	\$ 7,729.92	\$ 7,360.32
	TOTAL RELATED EXPENSE	\$ 15,902.83	\$ 15,533.23
TOTAL SALARIES & RELATED		\$ 72,567.15	\$ 72,197.55

GENERAL FUND

GENERAL FUND BUDGET -

		Original 2019	Amended 2019
SERVICES & SUPPLIES			
10-100-50130	Supplies-Other	\$ 2,000.00	\$ 2,000.00
10-100-50310	Veterans Memorial Expense	\$ 500.00	\$ 300.00
10-100-50500	Building Maintenance	\$ 500.00	\$ 500.00
10-100-50550	Custodial Supplies	\$ 700.00	\$ 700.00
10-100-50600	Miscellaneous Expense	\$ 250.00	\$ 250.00
10-100-50700	Office Supplies	\$ 6,000.00	\$ 9,500.00
10-100-50750	Postage	\$ 1,200.00	\$ 1,300.00
10-100-51000	Repairs & Maintenance	\$ 500.00	\$ 500.00
10-100-52000	Supplies-Small Equipment	\$ 250.00	\$ 250.00
10-100-55200	Advertising Expense	\$ 500.00	\$ 500.00
10-100-55400	Audit Expense	\$ 2,900.00	\$ 2,900.00
10-100-55500	Bank/Credit Card Fees	\$ 200.00	\$ 200.00
10-100-55600	Contract Labor	\$ 500.00	\$ 500.00
10-100-55800	Dues & Subscriptions	\$ 4,000.00	\$ 3,500.00
10-100-55850	Equipment Rental/Lease	\$ 1,200.00	\$ 500.00
10-100-55900	Election Expense	\$ 3,535.00	\$ 3,535.00
10-100-56000	Insurance	\$ 4,500.00	\$ 4,500.00
10-100-56200	Legal Expense	\$ 15,150.00	\$ 15,150.00
10-100-56400	Professional Fees	\$ 6,000.00	\$ 6,000.00
10-100-56450	Contract Services/Security	\$ 405.00	\$ 405.00
10-100-56500	Safety Program	\$ 200.00	\$ 200.00
10-100-56890	Travel Expense-Elected Officials	\$ 800.00	\$ 800.00
10-100-56900	Travel Expense-Gen	\$ 1,000.00	\$ 1,000.00
10-100-56910	Travel Expense-Fin	\$ 1,000.00	\$ 1,000.00
10-100-56940	Training & Education-Elected Officials	\$ 600.00	\$ 600.00
10-100-56950	Training & Education-Gen	\$ 500.00	\$ 500.00
10-100-56960	Training & Education-Fin	\$ 1,200.00	\$ 1,200.00
10-100-57400	Equip/Software Maintenance Contracts	\$ 12,120.00	\$ 12,120.00
10-100-61000	Telephone	\$ 2,600.00	\$ 2,900.00
10-100-61050	Internet Services	\$ 4,200.00	\$ 5,500.00
10-100-62000	Utilities- Electric	\$ 7,070.00	\$ 7,000.00
10-100-62100	Utilities- Gas	\$ 2,020.00	\$ 1,800.00
10-100-62300	Utilities- Other	\$ 580.75	\$ 580.75
10-100-70000	Vehicle Fuel	\$ 50.50	\$ 50.00
10-100-71000	Vehicle Other	\$ 50.00	\$ 50.00
SUBTOTAL SERVICES & SUPPLIES		\$ 84,781.25	\$ 88,290.75

GENERAL FUND

GENERAL FUND BUDGET -

		Original 2019	Amended 2019
CAPITAL OUTLAY			
	CAPITAL PROJECTS		
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
10-100-95100	SUBTOTAL CAPITAL PROJECTS	\$ -	\$ -
	CAPITAL EQUIPMENT		
		\$ 12,000.00	\$ 10,000.00
		\$ 5,000.00	\$ 6,000.00
		\$ 500.00	\$ 1,000.00
		\$ 100.00	\$ -
10-100-95500	SUBTOTAL EQUIP	\$ 17,600.00	\$ 17,000.00
TOTAL CAPITAL OUTLAY		\$ 17,600.00	\$ 17,000.00
TOTAL EXPENSES		\$ 174,948.40	\$ 174,948.40
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	\$ 113,000.00	\$ 95,000.00
	TOTAL TRANSFERS	\$ 113,000.00	\$ 95,000.00
	TOTAL ANNUAL EXPENSES	\$ 287,948.40	\$ 269,948.40
	LAW-STREETS-PD-EM PROFIT/LOSS	\$ (1,199,016.22)	\$ (1,199,381.25)
	GENERAL PROFIT/LOSS	\$ 1,217,539.10	\$ 1,239,239.10
	NET REVENUES OVER EXPENSES	\$ 18,522.88	\$ 39,857.85
	Projected Ending Fund Balance - RESERVES	\$ 1,271,512.12	\$ 1,292,847.09

LAW ENFORCEMENT

LAW ENFORCEMENT BUDGET

		Original 2019	Amended 2019
REVENUES			
10-200-40800	Miscellaneous Income	\$ 500.00	\$ 500.00
10-200-42000	Grant revenues	\$ 11,000.00	\$ 11,000.00
10-200-44520	Law Income Other	\$ 1,500.00	\$ 1,500.00
10-200-45100	Law Enf. Sales Tax	\$ 80,000.00	\$ 110,000.00
10-200-45600	LET State Acct.	\$ 500.00	\$ 500.00
	SUBTOTAL REVENUES	\$ 93,500.00	\$ 123,500.00
10-200-46000	Transfers In - Gen Fnd	\$ -	\$ -
	SUBTOTAL TRANSFERS	\$ -	\$ -
TOTAL - ANNUAL REVENUE		\$ 93,500.00	\$ 123,500.00
EXPENSES			
SALARIES & RELATED:			
SALARY			
	Admin Distributions	\$ -	\$ -
	Chief of Police	\$ 64,127.04	\$ 64,127.04
	Lieutenant	\$ 52,726.09	\$ 52,726.09
	Corporal FTO	\$ 45,519.68	\$ 41,000.00
	Corporal I	\$ 41,238.58	\$ 41,238.58
	Patrol Officers (2) 17-4 (\$37,404.61)	\$ 149,618.45	\$ 112,213.83
	Patrol Officers (1) 17-3 (\$36,492.30)	\$ -	\$ 36,492.30
	Patrol Officers (1) 17-2 (35,602.25)	\$ 71,204.50	\$ 35,602.25
	Patrol Officers (2) (17-1 (34,733.90)	\$ -	\$ 69,467.80
	Administrative Assistant Police	\$ 33,927.09	\$ 33,927.09
	Office Ass't P/T	\$ 9,041.75	\$ 9,041.75
	Reserves SRO (8) (\$10 per hr)(1922.00)	\$ 15,760.40	\$ 15,760.40
	Salary Contingencies	\$ 14,156.02	\$ 14,156.02
10-200-90000	SUBTOTAL SALARIES POLICE	\$ 497,319.59	\$ 525,753.15
	Overtime	\$ 3,000.00	\$ 3,000.00
10-200-90500	TOTAL SALARIES	\$ 500,319.59	\$ 528,753.15
10-200-91500	Employee taxes	\$ 40,025.57	\$ 42,300.25
10-200-92000	Retirement	\$ 29,957.60	\$ 33,311.45
10-200-93000	Group Insurance	\$ 77,051.33	\$ 77,014.37
	SUBTOTAL RELATED EXPENSE	\$ 147,034.50	\$ 152,626.07
TOTAL SALARIES & RELATED		\$ 647,354.09	\$ 681,379.22

LAW ENFORCEMENT

LAW ENFORCEMENT BUDGET

		Original 2019	Amended 2019
SERVICES & SUPPLIES			
10-200-50130	Supplies General	\$ 2,500.00	\$ 2,500.00
10-200-50300	DARE Program	\$ 1,250.00	\$ 1,250.00
10-200-50500	Building Maintenance	\$ 1,000.00	\$ 1,000.00
10-200-50550	Custodial Supplies	\$ 800.00	\$ 600.00
10-200-50600	Miscellaneous Expense	\$ 250.00	\$ 250.00
10-200-50700	Office Expense	\$ 2,000.00	\$ 1,200.00
10-20050750	Postage	\$ 500.00	\$ 250.00
10-200-51000	Repairs & Maintenance	\$ 1,000.00	\$ 1,000.00
10-200-52000	Supplies Small Tools (Ammo)	\$ 5,000.00	\$ 5,000.00
10-200-55200	Advertising Expense	\$ 250.00	\$ 250.00
10-200-55500	Bank/Credit Card Fees	\$ 50.00	\$ 50.00
10-200-55600	Contract Labor	\$ 300.00	\$ 300.00
10-200-55800	Dues & Subscriptions	\$ 2,000.00	\$ 1,500.00
10-200-55850	Equipment Rental	\$ 500.00	\$ 900.00
10-200-56000	Insurance	\$ 36,500.00	\$ 36,500.00
10-200-56200	Legal	\$ 6,000.00	\$ 5,000.00
10-200-56400	Professional	\$ 30,000.00	\$ 31,000.00
10-200-56450	Contract Service/Security	\$ 100.00	\$ 100.00
10-200-56500	Safety Program	\$ 250.00	\$ 250.00
10-200-56900	Travel Law	\$ 1,500.00	\$ 1,500.00
10-200-56950	Training & Education Law	\$ 4,000.00	\$ 4,000.00
10-200-57400	Equip/Software Contracts	\$ 11,000.00	\$ 11,200.00
10-200-61000	Telephone	\$ 5,800.00	\$ 6,200.00
10-200-61050	Internet Services	\$ 4,200.00	\$ 5,300.00
10-200-62000	Utilities - Electric	\$ 7,575.00	\$ 7,575.00
10-200-62100	Utilities - Gas	\$ 2,828.00	\$ 2,828.00
10-200-62300	Utilities - Other	\$ 500.00	\$ 500.00
10-200-70000	Vehicle Fuel	\$ 20,200.00	\$ 20,200.00
10-200-71000	Vehicle Repair & Maint	\$ 20,200.00	\$ 20,200.00
10-200-71100	Equipment Repair & Maint	\$ 500.00	\$ 700.00
10-200-92500	Uniform Expense	\$ 8,080.00	\$ 8,080.00
SUBTOTAL SERVICES & SUPPLIES		\$ 176,633.00	\$ 177,183.00

LAW ENFORCEMENT

LAW ENFORCEMENT BUDGET

		Original 2019	Amended 2019
CAPITAL OUTLAY			
	CAPITAL PROJECTS		
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
10-200-95100	SUBTOTAL CAPITAL PROJECTS	\$ -	\$ -
	CAPITAL EQUIPMENT		
		\$ 36,000.00	\$ 36,000.00
		\$ 2,000.00	\$ 2,000.00
		\$ 9,500.00	\$ 9,500.00
		\$ -	\$ -
10-200-95500	SUBTOTAL EQUIP	\$ 47,500.00	\$ 47,500.00
TOTAL CAPITAL OUTLAY		\$ 47,500.00	\$ 47,500.00
TOTAL ANNUAL EXPENSES		\$ 871,487.09	\$ 906,062.22
NET REVENUES OVER EXPENSES		\$ (777,987.09)	\$ (782,562.22)

COURT

COURT DEPARTMENT

		Original 2019	Amended 2019
REVENUES			
10-250-40800	Miscellaneous Income	\$ 252.50	\$ 250.00
10-250-42000	Grant revenues	\$ -	\$ -
10-250-44500	Traffic Ct.Fines	\$ 65,000.00	\$ 60,000.00
10-250-44510	Other Fines	\$ 7,000.00	\$ 9,000.00
10-250-44520	Law Income Other	\$ 100.00	\$ 100.00
	SUBTOTAL REVENUES	\$ 72,352.50	\$ 69,350.00
10-250-46000	Transfers In - Gen Fnd	\$ -	\$ -
	SUBTOTAL TRANSFERS	\$ -	\$ -
TOTAL - ANNUAL REVENUE		\$ 72,352.50	\$ 69,350.00

EXPENSES

SALARIES & RELATED:

SALARY			
	Admin Distributions	\$ -	\$ -
	Court Clerk	31,504.67	31,504.67
	Deputy Court Clerk	\$ -	\$ -
	Court Baliff	1,620.00	1,620.00
	Court Baliff	1,620.00	1,620.00
	Salary Contengencies	\$ 2,000.00	\$ 2,000.00
10-250-90000	SUBTOTAL SALARIES	\$ 36,744.67	\$ 36,744.67
10-250-90500	Overtime	\$ 500.00	\$ 100.00
	TOTAL SALARIES	\$ 37,244.67	\$ 36,844.67
10-250-91500	Employee taxes	\$ 2,979.57	\$ 2,947.57
10-250-92000	Retirement	\$ 2,414.33	\$ 2,414.33
10-250-93000	Group Insurance	\$ 5,471.16	\$ 4,900.00
	TOTAL RELATED EXPENSE	\$ 10,865.06	\$ 10,261.91
TOTAL SALARIES & RELATED		\$ 48,109.73	\$ 47,106.58

COURT

COURT DEPARTMENT

		Original 2019	Amended 2019
SERVICES & SUPPLIES			
10-250-50130	Supplies General	\$ 500.00	\$ 500.00
10-250-50500	Building Maintenance	\$ 250.00	\$ 250.00
10-250-50550	Custodial Supplies	\$ 200.00	\$ 200.00
10-250-50600	Miscellaneous Expense	\$ 100.00	\$ 100.00
10-250-50700	Office Expense	\$ 1,000.00	\$ 800.00
10-250-50750	Postage	\$ 650.00	\$ 500.00
10-250-51000	Repairs & Maintenance	\$ 100.00	\$ 100.00
10-250-52000	Supplies Small Tools	\$ 350.00	\$ 350.00
10-250-55200	Advertising Expense	\$ 100.00	\$ 100.00
10-250-55500	Bank/Credit Card Fees	\$ 1,919.00	\$ 1,919.00
10-250-55600	Contract Labor	\$ 100.00	\$ 100.00
10-250-55800	Dues & Subscriptions	\$ 150.00	\$ 100.00
10-250-55850	Equipment Rental	\$ 200.00	\$ 200.00
10-250-56000	Insurance	\$ 2,500.00	\$ 2,550.00
10-250-56200	Legal	\$ 505.00	\$ 505.00
10-250-56400	Professional (Judge)	\$ 20,200.00	\$ 18,000.00
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	\$ 500.00	\$ 500.00
10-250-57400	Equip/Software Contracts	\$ 505.00	\$ 300.00
10-250-61000	Telephone	\$ 1,400.00	\$ 1,400.00
10-250-61050	Internet Services	\$ 3,000.00	\$ 3,300.00
10-250-62000	Utilities - Electric	\$ 101.00	\$ 101.00
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	\$ 4,545.00	\$ 4,200.00
10-250-81000	CVC Fees	\$ 4,545.00	\$ 4,300.00
10-250-81100	POST Fund	\$ 808.00	\$ 600.00
10-250-82000	Sheriff's Retirement Fund	\$ 2,020.00	\$ 1,800.00
10-250-92500	Uniform Expense	\$ -	\$ -
SUBTOTAL SERVICES & SUPPLIES		\$ 47,348.00	\$ 43,875.00
CAPITAL OUTLAY			
	CAPITAL PROJECTS	\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
10-250-95100	SUBTOTAL CAPITAL PROJECTS	\$ -	\$ -
	CAPITAL EQUIPMENT		
	\$	\$ 700.00	\$ 500.00
		\$ 500.00	\$ -
		\$ -	\$ -
		\$ -	\$ -
10-250-95500	SUBTOTAL EQUIP	\$ 1,200.00	\$ 500.00
TOTAL CAPITAL OUTLAY		\$ 1,200.00	\$ 500.00
TOTAL ANNUAL EXPENSES		\$ 96,657.73	\$ 91,481.58
NET REVENUES OVER EXPENSES		\$ (24,305.23)	\$ (22,131.58)

STREETS

STREETS DEPARTMENT

		Original 2019	Amended 2019
<u>REVENUES</u>			
10-300-40800	Misc Income (Traffic Impact & Other Fees)		\$ 42,960.00
10-300-42000	GRANT-Federal Funds (Miller)	\$ 925,000.00	\$ 925,000.00
10-300-45410	FUEL TAX	\$ 210,000.00	\$ 210,000.00
10-300-45450	BRIDGE TAX	\$ 31,310.00	\$ 32,500.00
	SUBTOTAL REVENUES	\$ 1,166,310.00	\$ 1,210,460.00
10-300-46000	Transfer in from General	\$ -	\$ -
	SUBTOTAL TRANSFERS	\$ -	\$ -
TOTAL - ANNUAL REVENUE		\$ 1,166,310.00	\$ 1,210,460.00

EXPENSES

SALARIES & RELATED:

		Original 2019	Amended 2019
SALARY			
	Admin distributions	\$ 34,709.91	\$ 34,709.91
	Director Public Works 20%	\$ 10,526.41	\$ 10,526.41
	Superintendent-(retired) Streets	\$ -	\$ -
	Maintenance Superintendent - Streets	\$ 41,312.27	\$ 41,312.27
	Maint Tech I Streets	\$ 27,895.29	\$ 27,895.29
	Maint Tech I Vacant	\$ -	\$ -
	Maint Tech I Vacant	\$ -	\$ -
	Mechanic 20%	\$ 6,785.42	\$ 6,785.42
	Salary Contingincies	\$ 17,182.36	\$ 17,944.72
10-300-90000	SUBTOTAL SALARIES	\$ 68,991.84	\$ 69,754.20
10-300-90500	Overtime	\$ 2,000.00	\$ 2,000.00
	TOTAL SALARIES	\$ 70,991.84	\$ 71,754.20
10-300-91500	Payroll taxes	\$ 5,679.35	\$ 5,740.34
10-300-92000	Retirement	\$ 5,040.42	\$ 5,094.55
10-300-93000	Group Insurance	\$ 16,509.05	\$ 16,472.09
	SUBTOTAL RELATED EXPENSE	\$ 27,228.81	\$ 27,306.97
TOTAL SALARIES & RELATED		\$ 98,220.65	\$ 99,061.17

STREETS

STREETS DEPARTMENT

		Original 2019	Amended 2019
SERVICES & SUPPLIES			
10-300-50130	Street R&M Supplies	\$ 58,000.00	\$ 43,000.00
10-300-50500	Building Maintenance	\$ 2,000.00	\$ 2,000.00
10-300-50550	Custodial Expense	\$ 100.00	\$ 100.00
10-300-50600	Miscellaneous Expense	\$ 100.00	\$ 100.00
10-300-50700	Office Supplies	\$ 100.00	\$ 100.00
10-300-50750	Postage	\$ 50.00	\$ 50.00
10-300-51000	Street R&M	\$ 20,000.00	\$ 20,000.00
10-300-52000	Supplies-Small Equip	\$ 1,000.00	\$ 1,000.00
10-300-55200	Advertising	\$ 100.00	\$ 250.00
10-300-55600	Contract Labor	\$ 2,000.00	\$ 2,000.00
10-300-55800	Dues & Subscriptions	\$ 2,500.00	\$ 2,500.00
10-300-55850	Equipment Rental	\$ 20,000.00	\$ 10,000.00
10-300-56000	Insurance	\$ 10,500.00	\$ 11,500.00
10-300-56200	Legal	\$ 2,000.00	\$ 2,000.00
10-300-56400	Professional (Engineering)	\$ 1,000.00	\$ 1,000.00
10-300-56500	Safety Program	\$ 500.00	\$ 500.00
10-300-56900	Travel Expense	\$ 300.00	\$ 300.00
10-300-56950	Training & Education	\$ 800.00	\$ 800.00
10-300-57200	Recycle Center	\$ -	\$ -
10-300-61000	Telephone	\$ 1,400.00	\$ 1,500.00
10-300-61050	Internet Services	\$ 3,100.00	\$ 3,500.00
10-300-61110	Street Lights	\$ 61,000.00	\$ 61,000.00
10-300-62000	Utilities-Electricity	\$ 4,040.00	\$ 4,040.00
10-300-62100	Utilities-Natural gas	\$ 505.00	\$ 505.00
10-300-62300	Utilities-Other	\$ 100.00	\$ 100.00
10-300-70000	Vehicles Fuel	\$ 1,212.00	\$ 1,212.00
10-300-70100	Equipment Fuel	\$ 1,010.00	\$ 1,010.00
10-300-71000	Vehicles Repair & Maint	\$ 1,000.00	\$ 1,500.00
10-300-71100	Equip Repair & Maint	\$ 1,000.00	\$ 1,000.00
10-300-92500	Uniforms	\$ 1,500.00	\$ 1,500.00
SUBTOTAL SERVICES & SUPPLIES		\$ 196,917.00	\$ 174,067.00
CAPITAL OUTLAY			
	CAPITAL PROJECTS		
		\$ 10,000.00	\$ 25,000.00
		\$ 900,000.00	\$ 942,860.00
		\$ 250,000.00	\$ 250,000.00
		\$ -	\$ -
		\$ -	\$ -
10-300-95100	SUBTOTAL CAPITAL PROJECTS	\$ 1,160,000.00	\$ 1,217,860.00
	CAPITAL EQUIPMENT		
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
10-300-95500	SUBTOTAL EQUIP	\$ -	\$ -
TOTAL CAPITAL OUTLAY		\$ 1,160,000.00	\$ 1,217,860.00
TOTAL ANNUAL EXPENSES		\$ 1,455,137.65	\$ 1,490,988.17
NET REVENUES OVER EXPENSES		\$ (288,827.65)	\$ (280,528.17)

PLANNING DEVELOPMENT

PLANNING & DEVELOPMENT DEPARTMENT

		Original 2019	Amended 2019
REVENUES			
10-400-40930	Planning and Zoning	\$ 3,000.00	\$ 3,000.00
	SUBTOTAL REVENUES	\$ 3,000.00	\$ 3,000.00
10-400-46000	Transfer In from General	\$ -	\$ -
	SUBTOTAL TRANSFERS	\$ -	\$ -
TOTAL - ANNUAL REVENUE		\$ 3,000.00	\$ 3,000.00
EXPENSES			
SALARIES & RELATED:			
SALARY			
	Admin Distribution	\$ 59,069.15	\$ 59,069.15
	Director P&D	\$ 58,095.93	\$ 58,095.93
	Building Inspector	\$ -	\$ -
	Planning Ass't	\$ 40,352.65	\$ 40,352.65
	Salary Contingencies	\$ 4,402.53	\$ 4,402.53
10-400-90000	SUBTOTAL SALARIES	\$ 43,781.97	\$ 43,781.97
	Overtime	\$ 200.00	\$ 200.00
	TOTAL SALARIES	\$ 43,981.97	\$ 43,981.97
10-400-91500	Payroll taxes	\$ 3,518.56	\$ 3,518.56
10-400-92000	Retirement	\$ 3,122.72	\$ 3,122.72
10-400-93000	Group Insurance	\$ 7,273.00	\$ 7,236.04
	SUBTOTAL RELATED EXPENSE	\$ 13,914.28	\$ 13,877.32
TOTAL SALARIES & RELATED		\$ 57,896.25	\$ 57,859.29

PLANNING DEVELOPMENT

PLANNING & DEVELOPMENT DEPARTMENT

		Original 2019	Amended 2019
SERVICES & SUPPLIES			
10-400-50130	Supplies	\$ 200.00	\$ 200.00
10-400-50600	Misc exp	\$ 100.00	\$ 100.00
10-400-50700	Office supplies	\$ 500.00	\$ 500.00
10-400-50750	Postage	\$ 100.00	\$ 100.00
10-400-51000	Repairs & Maint	\$ 100.00	\$ 100.00
10-400-52000	Supplies-Small Equipment	\$ 1,000.00	\$ 1,500.00
10-400-55200	Advertising	\$ 500.00	\$ 500.00
10-400-55800	Dues and Subscriptions	\$ 250.00	\$ 250.00
10-400-55850	Equipment Rental	\$ 100.00	\$ 100.00
10-400-56000	Insurance	\$ 4,000.00	\$ 4,000.00
10-400-56200	Legal	\$ 4,500.00	\$ 4,500.00
10-400-56400	Professional	\$ 19,000.00	\$ 24,000.00
10-400-56450	Contract Labor	\$ -	\$ -
10-400-56900	Travel Expense	\$ 250.00	\$ 250.00
10-400-56950	Training & Education	\$ 500.00	\$ 500.00
10-400-57400	Equipment /Software Contracts	\$ 3,000.00	\$ 3,000.00
10-400-61000	Telephone	\$ 2,100.00	\$ 2,100.00
10-400-61050	Internet Services	\$ 3,000.00	\$ 3,500.00
10-400-70000	Vehicle Fuel	\$ 100.00	\$ 100.00
10-400-71000	Vehicle Expense	\$ 100.00	\$ 100.00
SUBTOTAL SERVICES & SUPPLIES		\$ 39,400.00	\$ 45,400.00
CAPITAL OUTLAY			
	CAPITAL PROJECTS		
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
10-400-95100	SUBTOTAL CAPITAL PROJECTS	\$ -	\$ -
	CAPITAL EQUIPMENT		
		\$ 1,200.00	\$ 1,200.00
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
10-400-95500	SUBTOTAL EQUIP	\$ 1,200.00	\$ 1,200.00
TOTAL CAPITAL OUTLAY		\$ 1,200.00	\$ 1,200.00
TOTAL ANNUAL EXPENSES		\$ 98,496.25	\$ 104,459.29
NET REVENUES OVER EXPENSES		\$ (95,496.25)	\$ (101,459.29)

EMERGENCY MANAGEMENT

EMERGENCY MANAGEMENT DEPARTMENT

		Original 2019	Amended 2019
REVENUES			
10-500-42000	Grant Revenues	\$ 8,000.00	\$ 8,000.00
	SUBTOTAL REVENUES	\$ 8,000.00	\$ 8,000.00
10-500-46000	Transfer in from General	\$ -	\$ -
	SUBTOTAL TRANSFERS	\$ -	\$ -
TOTAL - ANNUAL REVENUE		\$ 8,000.00	\$ 8,000.00
EXPENSES			
SALARIES & RELATED:			
SALARY			
10-500-42000	EM PERSONNEL	\$ -	\$ -
	SUBTOTAL SALARIES	\$ -	\$ -
Related	Overtime	\$ -	\$ -
	TOTAL SALARIES	\$ -	\$ -
10-500-91500	Payroll taxes	\$ -	\$ -
10-500-92000	Retirement	\$ -	\$ -
10-500-93000	Group Insurance	\$ -	\$ -
	SUBTOTAL RELATED EXPENSE	\$ -	\$ -
TOTAL SALARIES & RELATED		\$ -	\$ -
SERVICES & SUPPLIES			
10-500-50700	Office Supplies	\$ -	\$ -
10-500-51000	Repairs & Maintenance	\$ 1,200.00	\$ 1,500.00
10-500-52000	Supplies - Small equipment	\$ 1,500.00	\$ 1,500.00
10-500-55600	Contract Labor	\$ 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	\$ 600.00	\$ 600.00
10-500-56950	Training & Education	\$ 200.00	\$ 200.00
10-500-61000	Telephone	\$ -	\$ -
10-500-7000	Vehicle Expense-Fuel	\$ -	\$ -
10-500-71000	Vehicle Expense-Other	\$ -	\$ -
SUBTOTAL SERVICES & SUPPLIES		\$ 20,400.00	\$ 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		\$ 20,400.00	\$ 20,700.00
NET REVENUES OVER EXPENSES		\$ (12,400.00)	\$ (12,700.00)

ENTERPRISE FUND - WATER

WATER DEPARTMENT	Original 2019	Amended 2019
Beginning Fund Cash & Equivalents	\$ 1,617,825.05	\$ 1,956,727.40
 REVENUES		
20-600-40700 Meter Installation	\$ 15,000.00	\$ 15,000.00
20-600-40800 Miscellaneous Income	\$ 1,000.00	\$ 1,000.00
20-600-40920 Penalty Incom	\$ 30,000.00	\$ 30,000.00
20-600-44200 Grant Revenue	\$ -	\$ -
20-600-44300 Interest Income	\$ 2,000.00	\$ 7,500.00
20-700-49500 COP Proceeds	\$ -	\$ -
20-600-48510 Water City Commercial	\$ 83,800.00	\$ 83,800.00
20-600-48515 Water Rural Commercial	\$ 5,100.00	\$ 5,100.00
20-600-48520 Water City Residential	\$ 520,398.00	\$ 520,398.00
20-600-48525 Water Rural Residential	\$ 359,145.00	\$ 359,145.00
TOTAL REVENUES	\$ 1,016,443.00	\$ 1,021,943.00
20-600-46000 Transfer from General Fund	\$ -	\$ -
20-600-46000 Transfer from Sewer	\$ -	\$ -
20-600-46000 Transfer from Reserves	\$ 164,208.90	\$ 176,500.00
SUBTOTAL TRANSFERS	\$ 164,208.90	\$ 176,500.00
TOTAL - ANNUAL REVENUE	\$ 1,180,651.90	\$ 1,198,443.00
 EXPENSES		
SALARIES & RELATED		
SALARIES		
Admin distributions	\$ -	\$ -
Director Public Works 40%	\$ 21,052.82	\$ 21,052.82
Maint Tech Superintendent	\$ 32,311.51	\$ 37,426.88
Maint Tech II	\$ 40,352.65	\$ 40,352.65
Maint Tech I	\$ 28,592.68	\$ 32,311.51
Maint Tech I Vacant	\$ -	\$ -
Maint Tech I Vacant	\$ -	\$ -
Mechanic 40%	\$ 13,570.83	\$ 13,570.83
Utility Clerk	\$ 27,911.90	\$ 27,911.90
Salary Contingincies	\$ 166,003.72	\$ 166,003.72
20-600-90000 SUBTOTAL SALARIES	\$ 329,796.11	\$ 338,630.31
20-600-90500 Overtime	\$ 3,000.00	\$ 3,000.00
TOTAL SALARIES	\$ 332,796.11	\$ 341,630.31
20-600-91500 Employee taxes	\$ 26,623.69	\$ 27,330.42
20-600-92000 Retirement	\$ 23,628.52	\$ 24,243.64
20-600-92500 Pension	\$ 40,000.00	\$ 40,000.00
20-600-93000 Group Insurance	\$ 69,459.58	\$ 67,870.30
TOTAL RELATED	\$ 159,711.79	\$ 159,444.37
TOTAL SALARIES & RELATED	\$ 492,507.90	\$ 501,074.68

ENTERPRISE FUND - WATER

WATER DEPARTMENT		Original 2019	Amended 2019
SERVICES & SUPPLIES			
20-600-50130	Supplies	\$ 20,000.00	\$ 20,000.00
20-600-50200	Laboratory Fees	\$ 2,000.00	\$ 2,000.00
20-600-50300	Laboratory Supplies	\$ 6,500.00	\$ 6,500.00
20-600-50350	Permit Fees	\$ 3,000.00	\$ 3,000.00
20-600-50500	Building Maintenance	\$ 2,000.00	\$ 2,000.00
20-600-50550	Custodial Supplies	\$ 300.00	\$ 300.00
20-600-50600	Miscellaneous Expense	\$ 250.00	\$ 250.00
20-600-50700	Office Expense	\$ 3,000.00	\$ 3,000.00
20-600-50750	Postage	\$ 13,130.00	\$ 12,000.00
20-600-51000	Repairs & Maintenance	\$ 25,000.00	\$ 25,000.00
20-600-51100	Telemetry O&M	\$ -	\$ -
20-600-52000	Supplies - Small Equipment	\$ 2,000.00	\$ 2,000.00
20-600-52500	Meter Replacement	\$ 25,250.00	\$ 25,000.00
20-600-55200	Advertising	\$ 505.00	\$ 900.00
20-600-55400	Audit Expense	\$ 6,700.00	\$ 6,800.00
20-600-55500	Bank/Credit Card Fees	\$ 8,080.00	\$ 8,080.00
20-600-55600	Contract Labor	\$ 10,000.00	\$ 10,000.00
20-600-55800	Dues & Subscriptions	\$ 8,000.00	\$ 8,000.00
20-600-55850	Equipment Rental	\$ 3,000.00	\$ 3,000.00
20-600-56000	Insurance	\$ 32,500.00	\$ 32,500.00
20-600-56200	Legal	\$ 1,500.00	\$ 1,500.00
20-600-56400	Professional	\$ 5,000.00	\$ 9,000.00
20-600-56500	Safety Program	\$ 1,000.00	\$ 1,000.00
20-600-56900	Travel Expense	\$ 1,000.00	\$ 1,000.00
20-600-56950	Training & Education	\$ 1,000.00	\$ 1,000.00
20-600-57300	Rent	\$ 3,000.00	\$ 3,000.00
20-600-57400	Equipment/Software Contracts	\$ 20,200.00	\$ 18,000.00
20-600-51000	Telephone	\$ 3,400.00	\$ 3,800.00
20-600-61050	Internet Services	\$ 4,600.00	\$ 5,400.00
20-600-62000	Utilities - Electric	\$ 101,000.00	\$ 101,000.00
20-600-62100	Utilities - Gas	\$ 1,515.00	\$ 1,515.00
20-600-62300	Utilities - Other	\$ 1,515.00	\$ 1,515.00
20-600-70000	Vehicle Fuel	\$ 8,080.00	\$ 8,080.00
20-600-70100	Equipment Fuel	\$ 1,212.00	\$ 1,212.00
20-600-71000	Vehicle Repairs/Maint	\$ 2,020.00	\$ 2,020.00
20-600-71100	Equipment Repairs/Maint	\$ 505.00	\$ 750.00
20-600-92500	Uniforms Expense	\$ 1,500.00	\$ 1,500.00
20-600-97100	Bad Debt Expense	\$ -	\$ 2,500.00
20-600-97200	Depreciation Expense	\$ -	\$ -
SUBTOTAL SERVICES & SUPPLIES		\$ 329,262.00	\$ 334,122.00

ENTERPRISE FUND - WATER

WATER DEPARTMENT	Original 2019	Amended 2019
DEBT SERVICE		
20-600-96000 Debt service principle	\$ 75,000.00	\$ 75,000.00
20-600-96200 Debt service interest	\$ 27,000.00	\$ 27,000.00
20-600-96400 Fiscal Agent Fees	<u>\$ 1,500.00</u>	<u>\$ 1,500.00</u>
TOTAL DEBT SERVICE	\$ 103,500.00	\$ 103,500.00
CAPITAL OUTLAY		
CAPITAL PROJECTS		
	\$ 5,000.00	\$ 5,000.00
	\$ -	\$ -
	\$ 250,000.00	\$ 250,000.00
	\$ -	\$ -
	\$ -	\$ -
20-600-95100 SUBTOTAL CAPITAL PROJECTS	<u>\$ 255,000.00</u>	<u>\$ 255,000.00</u>
CAPITAL EQUIPMENT		
	\$ -	\$ 3,100.00
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
	\$ -	\$ -
20-600-95500 SUBTOTAL EQUIP	<u>\$ -</u>	<u>\$ 3,100.00</u>
TOTAL CAPITAL OUTLAY	\$ 255,000.00	\$ 258,100.00
TOTAL EXPENSES	\$ 1,180,269.90	\$ 1,196,796.68
20-600-97300 Transfer to Sewer	\$ -	\$ -
TOTAL TRANSFERS	<u>\$ -</u>	<u>\$ -</u>
TOTAL ANNUAL EXPENSES	\$ 1,180,269.90	\$ 1,196,796.68
NET REVENUES OVER EXPENSES	\$ 382.00	\$ 1,646.32
Projected Ending Fund Balance - RESERVES	\$ 1,453,998.15	\$ 1,781,873.72

ENTERPRISE FUND - SEWER

SEWER DEPARTMENT

		Original 2019	Amended 2019
Beginning Fund Cash & Equivalents		\$ 1,137,354.63	\$612,103.05
 REVENUES			
20-700-40800	Miscellaneous Revenue	\$ 1,500.00	\$ 1,500.00
20-700-40920	Penalty Revenue	\$ 30,000.00	\$ 30,000.00
20-700-40960	Trash Income	\$ 270,000.00	\$ 274,176.00
20-700-42000	Grants	\$ -	\$ -
20-700-42100	Hook Up Fees	\$ 8,000.00	\$ 8,000.00
20-700-43000	Interest	\$ 6,000.00	\$ 7,500.00
20-700-48800	Sewer Fees	\$ 1,536,800.34	\$ 1,536,800.34
20-700-49500	COP Proceeds	\$ 800,000.00	\$ 800,000.00
TOTAL REVENUES		\$ 2,652,300.34	\$ 2,657,976.34
20-700-46000	Transfer from General Fund	\$ -	\$ -
20-700-46000	Transfer from Water	\$ -	\$ -
20-700-46000	Transfer from Reserves	\$ 39,659.03	\$ 92,000.00
	SUBTOTAL TRANSFERS	\$ 39,659.03	\$ 92,000.00
TOTAL - ANNUAL REVENUE		\$ 2,691,959.37	\$ 2,749,976.34

EXPENSES

SALARIES & RELATED

	Admin distributions	\$ 11,440.56	\$ 12,202.92
	Director Public Works 40%	\$ 21,052.82	\$ 21,052.82
	Superintendent Vacant	\$ -	\$ -
	Maint Tech I	\$ 30,040.18	\$ 33,947.28
	Maint Tech 1	\$ 29,307.49	\$ 33,119.30
	Maint Tech 1	\$ 27,895.29	\$ 27,895.29
	Maint Tech 1	\$ -	\$ 27,895.29
	Mechanic 40%	\$ 13,570.83	\$ 13,570.83
	Utility Clerk II	\$ 27,911.90	\$ 27,911.90
	Salary Contingency	\$ 178,058.13	\$ 178,058.13
20-700-90000	SUBTOTAL SALARIES	\$ 339,277.21	\$ 375,653.76
20-700-90500	Overtime	\$ 3,000.00	\$ 3,000.00
	TOTAL SALARIES	\$ 342,277.21	\$ 378,653.76
20-700-91500	Employee taxes	\$ 27,382.18	\$ 30,292.30
20-700-92000	Retirement	\$ 22,677.12	\$ 25,139.50
20-700-92500	Pension	\$ 40,000.00	\$ 40,000.00
20-700-93000	Group Insurance	\$ 64,995.37	\$ 67,687.35
	SUBTOTAL RELATED	\$ 155,054.66	\$ 163,119.15
TOTAL SALARIES & RELATED		\$ 497,331.87	\$ 541,772.91

ENTERPRISE FUND - SEWER

SEWER DEPARTMENT		Original	Amended
		2019	2019
SERVICES & SUPPLIES			
20-700-50130	Supplies	\$ 10,000.00	\$ 15,000.00
20-700-50350	Permit Fees	\$ 4,000.00	\$ 4,000.00
20-700-50500	Building Maintenance	\$ 2,000.00	\$ 2,000.00
20-700-50550	Custodial Supplies	\$ 250.00	\$ 150.00
20-700-50600	Miscellaneous Expense	\$ 250.00	\$ 200.00
20-700-50700	Office Supplies	\$ 2,500.00	\$ 2,500.00
20-700-50750	Postage	\$ 13,130.00	\$ 12,000.00
20-700-51000	Repairs and Maintenance	\$ 45,000.00	\$ 45,000.00
20-700-51100	Telemetry O&M	\$ 500.00	\$ 500.00
20-700-52000	Supplies - Small Equip	\$ 3,500.00	\$ 3,500.00
20-700-55100	Hook up Expense	\$ 252.50	\$ 252.50
20-700-55200	Advertising	\$ 303.00	\$ 303.00
20-700-55400	Audit Expense	\$ 6,700.00	\$ 6,800.00
20-700-55500	Bank Fees/Credit Card	\$ 8,080.00	\$ 8,080.00
20-700-55600	Contract Labor	\$ 5,000.00	\$ 5,000.00
20-700-55800	Dues & Subscriptions	\$ 3,030.00	\$ 3,030.00
20-700-55850	Equipment Rental	\$ 2,000.00	\$ 2,000.00
20-700-56000	Insurance	\$ 34,000.00	\$ 34,000.00
20-700-56200	Legal	\$ 6,300.00	\$ 6,300.00
20-700-56400	Professional	\$ 35,000.00	\$ 35,000.00
20-700-56500	Safety Program	\$ 2,000.00	\$ 2,000.00
20-700-56600	Citizen Trash	\$ 267,650.00	\$ 267,650.00
20-700-56900	Travel Expense	\$ 1,000.00	\$ 1,000.00
20-700-56950	Training & Education	\$ 1,000.00	\$ 1,000.00
20-700-57200	Recycle Center	\$ 1,212.00	\$ 1,212.00
20-700-57300	Rent	\$ 3,000.00	\$ 3,000.00
20-700-57400	Equipment/Software Contracts	\$ 15,150.00	\$ 14,000.00
20-700-58000	Springfield Sewer Charges	\$ 575,000.00	\$ 575,000.00
20-700-61000	Telephone	\$ 3,400.00	\$ 3,800.00
20-700-61050	Internet Services	\$ 4,600.00	\$ 5,500.00
20-700-62000	Utilities - Electric	\$ 55,550.00	\$ 55,550.00
20-700-62100	Utilities - Gas	\$ 2,020.00	\$ 1,500.00
20-700-62300	Utilities - Other	\$ 1,414.00	\$ 1,200.00
20-700-70000	Vehicle Fuel	\$ 8,585.00	\$ 8,585.00
20-700-70100	Equipment Fuel	\$ 6,060.00	\$ 6,060.00
20-700-71000	Vehicle Repair & Maintenance	\$ 2,525.00	\$ 3,500.00
20-700-71100	Equipment Repairs/Maint	\$ 2,020.00	\$ 2,020.00
20-700-97200	Uniform Expense	\$ 1,818.00	\$ 1,818.00
20-700-92500	Bad Debt Expense	\$ -	\$ 2,500.00
20-700-97100	Depreciation Expense	\$ -	\$ -
SUBTOTAL SERVICES & SUPPLIES		\$ 1,135,799.50	\$ 1,142,510.50

ENTERPRISE FUND - SEWER

SEWER DEPARTMENT

		Original 2019	Amended 2019
Debt Service			
20-700-96000	Debt service principle	\$ 75,000.00	\$ 75,000.00
20-700-96200	Debt service interest	\$ 155,619.00	\$ 155,619.00
20-700-96400	Fiscal Agent Fees	\$ 3,000.00	\$ 3,000.00
	Total debt service	\$ 233,619.00	\$ 233,619.00

CAPITAL OUTLAY

CAPITAL PROJECTS

		\$ 25,000.00	\$ 25,000.00
		\$ 800,000.00	\$ 800,000.00
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
20-700-95100	SUBTOTAL CAPITAL PROJECTS	\$ 825,000.00	\$ 825,000.00

CAPITAL EQUIPMENT

		\$ -	\$ 3,100.00
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
20-700-95500	SUBTOTAL EQUIP	\$ -	\$ 3,100.00

TOTAL CAPITAL OUTLAY

\$ 825,000.00	\$ 828,100.00
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TOTAL EXPENSES

\$ 2,691,750.37	\$ 2,746,002.41
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Transfer to Water

\$ -	\$ -
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TOTAL TRANSFERS

\$ -	\$ -
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TOTAL ANNUAL EXPENSES

\$ 2,691,750.37	\$ 2,746,002.41
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NET REVENUES OVER EXPENSES

\$ 209.00	\$ 3,973.93
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Projected Ending Fund Balance - RESERVES

\$ 1,097,904.60	\$ 524,076.98
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PARKS AND RECREATION

PARKS & RECREATION		Original 2019	Amended 2019
BEGINNING FUND BALANCE		\$ 124,562.40	\$ 107,679.82
REVENUES			
30-800-40000	Advertising	\$ 30,652.50	\$ 30,000.00
30-800-40400	Concessions	\$ 43,000.00	\$ 43,000.00
30-800-40600	Facility Income	\$ 30,000.00	\$ 30,000.00
30-800-40800	Miscellaneous Income	\$ 500.00	\$ 15,000.00
30-800-40900	Park Fees	\$ 3,800.00	\$ 3,800.00
30-800-40950	Pool Income	\$ 70,000.00	\$ 71,000.00
30-800-41300	Franchise Fees	\$ 13,500.00	\$ 13,500.00
30-800-42000	Grant Revenue	\$ 5,000.00	\$ 5,000.00
30-800-43000	Interest Income	\$ 1,000.00	\$ 3,000.00
30-800-45300	Real Estate Tax	\$ 60,500.00	\$ 60,000.00
30-800-45400	Sales Tax Income	\$ 225,000.00	\$ 225,000.00
30-800-45500	Capital Improvement Tax	\$ 232,000.00	\$ 232,000.00
30-800-47000	Adult Programs	\$ 7,500.00	\$ 8,000.00
30-800-47100	Youth Programs	\$ 3,000.00	\$ 3,000.00
30-800-47200	Youth Camp	\$ 95,000.00	\$ 95,000.00
30-800-47300	Youth Sports	\$ 62,500.00	\$ 65,000.00
30-800-48000	Freedom Fest	\$ 3,500.00	\$ 3,500.00
30-800-48100	Event Income Other	\$ 9,000.00	\$ 10,000.00
30-800-48200	Shirt Sales	\$ 3,500.00	\$ 1,000.00
30-800-49000	Asset Sales	\$ -	\$ -
30-800-49500	COP Proceeds	\$ -	\$ -
30-800-49550	Cop Premium	\$ -	\$ -
SUBTOTAL REVENUES		\$ 898,952.50	\$ 916,800.00
30-800-46000	Transfer from Reserves	\$ 123,000.00	\$ 73,000.00
30-800-46000	Transfer in General	\$ 113,000.00	\$ 95,000.00
SUBTOTAL TRANSFERS		\$ 236,000.00	\$ 168,000.00
TOTAL - ANNUAL REVENUE		\$ 1,134,952.50	\$ 1,084,800.00
EXPENSES			
SALARIES & RELATED			
SALARIES			
	Admin Distributions	\$ 67,696.11	\$ 67,696.11
	Director	\$ 47,767.23	\$ 44,356.62
	Asst Director	\$ 40,280.68	\$ -
	Fac Camp Coord	\$ 27,895.29	\$ 27,895.29
	Aquatic & Fit Spvr	\$ 12,000.00	\$ 12,000.00
	Sports/ Concessions Spec	\$ 28,396.73	\$ 25,965.28
	Lands/Grounds Foreman	\$ 36,535.76	\$ 36,535.76
	Bldg Grnd Maint Spvr	\$ 30,772.87	\$ 30,772.87
	Grounds Tech I	\$ 23,523.26	\$ 23,523.26
	Grounds Tech I	\$ 23,523.26	\$ 23,523.26
	Fac Maint Tech	\$ 24,111.35	\$ 24,111.35
	Contingent salaries	\$ 5,402.53	\$ 5,402.53
30-800-90000	SUBTOTAL SALARIES	\$ 232,512.86	\$ 186,390.12
30-800-90500	Overtime	\$ 300.00	\$ 300.00
30-800-91000	Seasonal Employees	\$ 186,500.00	\$ 186,500.00
SUBTOTAL OVERTIME & S		\$ 186,800.00	\$ 186,800.00
TOTAL SALARIES		\$ 419,312.86	\$ 373,190.12
30-800-91500	Employee taxes	\$ 33,545.03	\$ 29,855.21
30-800-92000	Retirement	\$ 16,519.88	\$ 13,279.21
30-800-93000	Group INS	\$ 49,090.90	\$ 47,588.14
Related Expense		\$ 99,155.81	\$ 90,722.57
TOTAL SALARIES & RELATED		\$ 518,468.67	\$ 463,912.69

PARKS AND RECREATION

PARKS & RECREATION		Original 2019	Amended 2019
SERVICES & SUPPLIES			
30-800-50000	Chemicals	\$ 10,000.00	\$ 14,000.00
30-800-50110	Supplies Grounds	\$ 450.00	\$ 450.00
30-800-50130	Supplies General	\$ 1,250.00	\$ 1,500.00
30-800-50140	Supplies Aquatic	\$ 9,000.00	\$ 7,000.00
30-800-50150	Supplies Sports Shirts	\$ 12,000.00	\$ 12,000.00
30-800-50170	Supplies Special Activity	\$ 5,000.00	\$ 5,000.00
30-800-50175	Supplies Youth Program	\$ 1,200.00	\$ 1,200.00
30-800-50177	Supplies Youth Camp	\$ 9,000.00	\$ 9,000.00
30-800-50180	Supplies Sports	\$ 9,000.00	\$ 9,000.00
30-800-50190	Tree City	\$ 8,500.00	\$ 8,500.00
30-800-50200	Concession Costs	\$ 22,500.00	\$ 22,500.00
30-800-50210	Turf Maintenance	\$ 2,000.00	\$ 2,000.00
30-800-50450	Freedom Fest	\$ 14,000.00	\$ 16,500.00
30-800-50500	Building Maint.	\$ 7,500.00	\$ 7,500.00
30-800-50550	Custodial Expense	\$ 6,000.00	\$ 5,000.00
30-800-50600	Miscellaneous	\$ 100.00	\$ 100.00
30-800-50700	Office Expense	\$ 1,000.00	\$ 1,000.00
30-800-50750	Postage	\$ 150.00	\$ 150.00
30-800-51000	Repairs & Maintenance	\$ 1,800.00	\$ 1,800.00
30-800-52000	Supplies-Small Equip	\$ 7,800.00	\$ 5,000.00
30-800-55200	Advertising	\$ 2,700.00	\$ 2,700.00
30-800-55201	Audit Expense	\$ 500.00	\$ 500.00
30-800-55500	Bank/Credit Card Fees	\$ 2,727.00	\$ 2,600.00
30-800-55600	Contract Labor	\$ 350.00	\$ 350.00
30-800-55800	Dues & Subscriptions	\$ 3,000.00	\$ 3,000.00
30-800-55850	Equipment Rental	\$ 2,100.00	\$ 2,100.00
30-800-56000	Insurance	\$ 33,000.00	\$ 33,000.00
30-800-56200	Legal Expense	\$ 1,000.00	\$ 1,000.00
30-800-56400	Professional	\$ 6,000.00	\$ 6,000.00
30-800-56450	Contract Services / Securit	\$ 500.00	\$ 500.00
30-800-56500	Safety Program	\$ 1,450.00	\$ 1,450.00
30-800-56900	Travel Expense	\$ 2,450.00	\$ 2,450.00
30-800-56950	Training & Education	\$ 2,800.00	\$ 3,100.00
30-800-57400	Equip & Software Cont	\$ 10,000.00	\$ 10,000.00
30-800-61000	Telephone	\$ 3,750.00	\$ 3,900.00
30-800-61050	Internet Services	\$ 4,700.00	\$ 5,700.00
30-800-62000	Utilities - Electricity	\$ 45,450.00	\$ 45,450.00
30-800-62100	Utilities - Natural Gas	\$ 5,050.00	\$ 5,050.00
30-800-62300	Utilities - Other	\$ 4,040.00	\$ 4,040.00
30-800-7000	Vehicles Fuel	\$ 5,050.00	\$ 5,050.00
30-800-70100	Equipment Fuel	\$ 5,555.00	\$ 5,555.00
30-800-71000	Vehicles R & M	\$ 2,500.00	\$ 2,500.00
30-800-71100	Equipment R&M	\$ 5,500.00	\$ 5,500.00
30-800-92500	Uniforms	\$ 1,500.00	\$ 1,500.00
30-800-96500	COP Insurance Costs	\$ -	\$ -
30-800-92503	Bad Debt Expense	\$ -	\$ -
SUBTOTAL SERVICES & SUPPLIES		\$ 279,922.00	\$ 282,195.00

PARKS AND RECREATION

PARKS & RECREATION		Original 2019	Amended 2019
DEBT SERVICE			
30-800-96000	Principal Expense	\$ 195,000.00	\$ 195,000.00
30-800-96200	Interest Expense	\$ 107,000.00	\$ 107,000.00
30-800-96400	Fiscal Agent Fees	\$ 1,500.00	\$ 1,500.00
TOTAL DEBT SERVICE		\$ 303,500.00	\$ 303,500.00
PARKS CAPITAL OUTLAY			
CAPITAL PROJECTS			
		\$ 8,000.00	\$ 8,000.00
		\$ 10,000.00	\$ 10,000.00
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
30-800-95100	SUBTOTAL CAPITAL PROJ	\$ 18,000.00	\$ 18,000.00
CAPITAL EQUIPMENT			
		\$ 15,000.00	\$ 5,000.00
		\$ -	\$ 10,000.00
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
30-800-95500	SUBTOTAL EQUIP	\$ 15,000.00	\$ 15,000.00
TOTAL CAPITAL OUTLAY		\$ 33,000.00	\$ 33,000.00
TOTAL ANNUAL EXPENSES		\$ 1,134,890.67	\$ 1,082,607.69
REVENUES OVER EXPENSES		\$ 61.83	\$ 2,192.31
ENDING FUND BALANCE		\$ 1,624.23	\$ 36,872.13

Budget Capital Improvement and Equipment

2019

General Fund

Capital Assets		Capital Assets Equipment	
\$	-	Barracuda Backup Upgrad	\$ 10,000.00
\$	-	2nd Server Replacement	\$ 6,000.00
\$	-	Laptop	\$ 1,000.00
\$	-		
Total Capital Improvements		Total Capital Improvements	
\$	-	\$	17,000.00

2019

Public Safety (Law)

Capital Assets		Capital Assets Equipment	
\$	-	Car	\$ 36,000.00
\$	-	Equipment	\$ 2,000.00
\$	-	Tough Books computer 2 P	\$ 9,500.00
\$	-		\$ -
Total Capital Improvements		Total Capital Improvements	
\$	-	\$	47,500.00

2019

Court

Capital Assets		Capital Assets Equipment	
\$	-	Printer	\$ 500.00
\$	-		\$ -
\$	-		\$ -
\$	-		\$ -
Total Capital Improvements		Total Capital Improvements	
\$	-	\$	500.00

2019

Streets

Capital Assets		Capital Assets Equipment	
Proctor Road Right of Way	\$ 25,000.00		\$ -
Miller Road (80/20)	\$ 942,860.00		\$ -
Sidewalks	\$ 250,000.00		\$ -
	\$ -		\$ -
	\$ -		\$ -
Total Capital Improvements		Total Capital Improvements	
\$	1,217,860.00	\$	-

2019

Planning & Development

Capital Assets		Capital Assets Equipment	
\$	-	Laptop	\$ 1,200.00
\$	-		\$ -
\$	-		\$ -
\$	-		\$ -
Total Capital Improvements		Total Capital Improvements	
\$	-	\$	1,200.00

**Budget Capital Improvement and Equipment
2019**

Emergency Management

Capital Assets		Capital Assets Equipment	
\$	-	\$	-
\$	-	\$	-
\$	-	\$	-
\$	-	\$	-
Total Capital Improvements	\$ -	Total Capital Improvements	\$ -

2019

Water

Capital Assets		Capital Assets Equipment	
Water Line Improvements	\$ 5,000.00	Radio Detection Locator	\$ 3,100.00
Pressure Zone Interconnects	\$ -		\$ -
Water Line Imp. (Miller Road)	\$ 250,000.00		\$ -
	\$ -		\$ -
	\$ -		\$ -
Total Capital Improvements	\$ 255,000.00	Total Capital Improvements	\$ 3,100.00

2019

Sewer

Capital Assets		Capital Assets Equipment	
I&I	\$ 25,000.00	Radio Detection Locator	\$ 3,100.00
EQ Design and Engineering	\$ 800,000.00		\$ -
	\$ -		\$ -
	\$ -		\$ -
	\$ -		\$ -
Total Capital Improvements	\$ 825,000.00	Total Capital Improvements	\$ 3,100.00

2019

Parks

Capital Assets		Capital Assets Equipment	
Improvements	\$ 8,000.00	Trailer	\$ 5,000.00
Baseball Shed/ Rec Storage	\$ 10,000.00	Mower	\$ 10,000.00
	\$ -		\$ -
	\$ -		\$ -
	\$ -		\$ -
Total Capital Improvements	\$ 18,000.00	Total Capital Improvements	\$ 15,000.00

CITY OF WILLARD, MISSOURI

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



Agenda Item# 16

Ordinance accepting the agreement with Jerry Proctor and Matt Kelley for Right-of-way acquisition. (1st & 2nd Read) Discussion/Vote.

First Reading: 08-12-19

Second Reading: 08-12-19

Council Bill No.: 19-27

Ordinance No.: 190812C

AN ORDINANCE

ACCEPTING THE AGREEMENT WITH JERRY PROCTOR AND MATT KELLEY FOR THE PURCHASE OF RIGHT-OF-WAY AND AUTHORIZING THE MAYOR TO EXECUTE ALL NECESSARY DOCUMENTS ON BEHALF OF THE CITY OF WILLARD.

WHEREAS, the City of Willard and Matt Kelley have found the need to extend Proctor Road to allow for development in that area; and

WHEREAS, Jerry Proctor has agreed to sell a portion of his property for right-of-way acquisition for Proctor road; and

WHEREAS, The City, Jerry Proctor and Matt Kelley have agreed to partner on the acquisition and have agreed to the conditions 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 with Jerry Proctor and Matt Kelley as 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.

MAYOR

ATTEST: _____, City Clerk

Approved as to form: _____, City Attorney

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI ON THE 12th DAY OF AUGUST 2019.

MEMBERS OF THE BOARD OF ALDERMEN: YES NO ABSTAINED

CLARK MCENTIRE

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

JON JONES

2nd READ
MEMBERS OF THE BOARD OF ALDERMEN:

YES NO ABSTAINED

CLARK MCENTIRE

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

JON JONES

AGREEMENT

This agreement entered into the _____ day of _____, 2019 by and between the City of Willard, (hereinafter called "City"), Jerry Proctor (hereinafter called "Owner") and Matt Kelley (hereinafter called "Developer").

WHEREAS, the City has requested to purchase right of way from the owner as shown on Exhibit "B";

WHEREAS, the owner has agreed to the sale of the property

NOW THEREFORE, all parties hereunto agree to the following:

The City and developer agree that no assessment fees will be levied against the owner's property (Parcel ID: 880726402052) for any cost associated with the construction of the road to be developed on the right of way as a result of this agreement; and,

All fees associated with the rezoning of the owner's property (Parcel ID: 880726402052) will be paid by the developer; and,

All cost associated with the water retention requirements for the owner's property (Parcel ID: 880726402052) will be paid by the developer.

This agreement is hereby approved by all parties on the date set forth.

City of Willard

Date

Jerry Proctor

Date

Matt Kelley

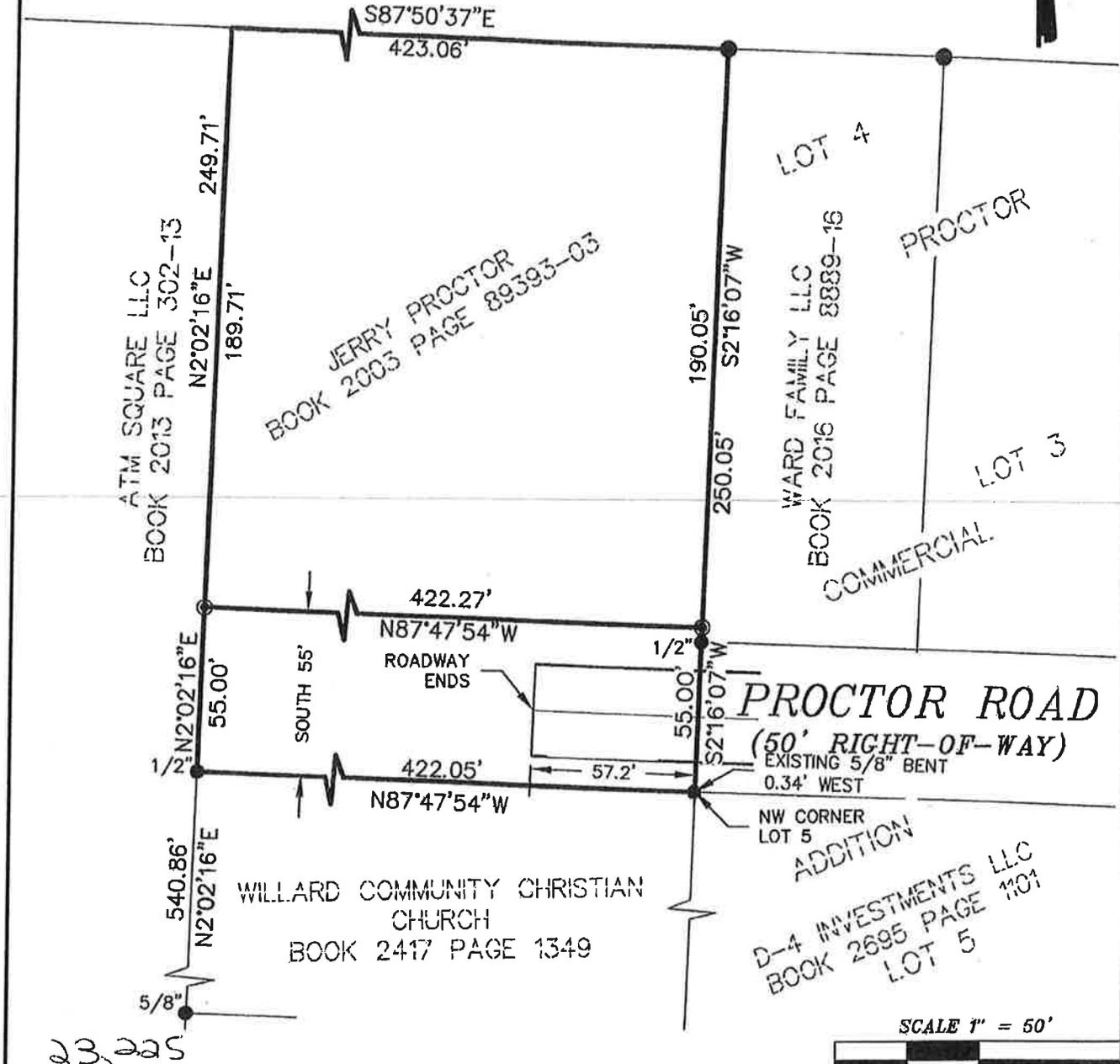
Date

LEGEND

EXHIBIT B

- = EXISTING IRON PIN EXCEPT AS NOTED
- ⊙ = 5/8" IRON PIN SET CAPPED "LS-267D"

HIGHWAY 160



23, 225

SCALE 1" = 50'

THIS EXHIBIT IS BASED ON A SURVEY OF THE PROPERTY SHOWN. THE FIELD PROCEDURES MEET THE CURRENT STANDARDS.

WILSON SURVEYING CO., INC.
 Surveying / Engineering / Land Planning
 1835 S. Stewart, Suite 124 Springfield, Missouri 65804
 Email: Rick.Wilson@wilsurveyinc.com
 (417) 522-7870



THIS IS **NOT** A PROPERTY BOUNDARY SURVEY DRAWING AND THE DRAWING DOES **NOT** MEET THE CURRENT STANDARDS FOR PROPERTY SURVEYS.

PREPARED FOR:
CITY OF WILLARD

DATE: AUGUST 30, 2018

DRAWN BY: APW
 CREW CHIEF: GA

PROJECT NO.: 18069
 DRAWING NO.: WA-105-348-B-EX

SHEET NO.
 1 of 1

9-7-2018

EXHIBIT A

ALL OF THE SOUTH 55 FEET OF A TRACT OF LAND DESCRIBED IN BOOK 2003, PAGE 89393, RECORDER'S OFFICE, GREENE COUNTY, MISSOURI AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:
BEGINNING AT THE NORTHWEST CORNER OF LOT 5, PROCTOR COMMERCIAL ADDITION, A SUBDIVISION IN THE CITY OF WILLARD, GREENE COUNTY, MISSOURI AS RECORDED IN PLAT BOOK LL PAGE 44, GREENE COUNTY RECORDER'S OFFICE, SAID POINT BEING THE SOUTHEAST CORNER OF A TRACT OF LAND DESCRIBED IN BOOK 2003, PAGE 89393 AT SAID RECORDER'S OFFICE;
THENCE N87°47'54"W, ALONG THE SOUTH LINE OF SAID TRACT OF LAND, A DISTANCE OF 422.05 FEET TO AN EXISTING SURVEY MONUMENT, SAID POINT BEING THE SOUTHWEST CORNER OF SAID TRACT OF LAND; THENCE N02°02'16"E, ALONG THE WEST LINE OF SAID TRACT, A DISTANCE OF 55.00 FEET TO A SET SURVEY MONUMENT CAPPED 'LS267D'; THENCE S87°47'54"E, PARALLEL WITH THE SAID SOUTH LINE, A DISTANCE OF 422.27 FEET TO THE EAST LINE OF THE AFORESAID PROCTOR COMMERCIAL ADDITION AND A SET SURVEY MONUMENT CAPPED 'LS267D'; THENCE S02°16'07"W, ALONG SAID LINE, A DISTANCE OF 55.00 FEET TO THE POINT OF BEGINNING CONTAINING 23,219 SQ. FT.

WILSON SURVEYING CO., INC.
Surveying / Engineering / Land Planning
1835 S. Stewart, Suite 124 Springfield, Missouri 65804
Email: Rick.Wilson@wilsurveyinc.com
(417) 522-7870



DATE: AUGUST 30, 2018

SHEET NO.
1 of 1

9-4-2018

CITY OF WILLARD, MISSOURI

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



Agenda Item#16

Ordinance accepting the 2019 EMPG Grant Funding (1st & 2nd Read) Discussion/Vote.

First Reading: 08/12/19

Second Reading: 08/12/19

Council Bill No.: 19-26

Ordinance No.: 190812B

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 March 6, 2019, 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 August 2, 2019, the City of Willard was notified that the application had been approved and awarded in the amount of \$17,889.92 and;

WHEREAS, the local match for this award will be \$8,944.96 and;

WHEREAS, the Missouri Department of Public Safety is requiring the contract to be signed no later than September 15, 2019. 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

JON JONES

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

YES NO ABSTAINED

CLARK MCENTIRE

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

JON JONES

Michael L. Parson
Governor

Sandra K. Karsten
Director of Public Safety



STATE OF MISSOURI

Ron Walker
Director

STATE EMERGENCY MANAGEMENT AGENCY

DEPARTMENT OF PUBLIC SAFETY
PO Box 116, Jefferson City, Missouri 65102
Phone: (573) 526-9100 Fax: (573) 634-7966
E-mail: mosema@sema.dps.mo.gov



August 2, 2019

Corey Hendrickson
City Mayor
City of Willard
224 W Jackson
Willard, MO 65781

Dear Corey Hendrickson,

Congratulations, your agency has been approved for a 2019 Emergency Management Performance Grant (EMPG) award from the State Emergency Management Agency (SEMA) in the amount of \$17,889.92, of which fifty percent is local match sharing. The performance period is January 1, 2019 through December 31, 2019. Enclosed are your award documents. **You, as the authorized official must sign the grant award of contract to certify acceptance of this award.** You are required to return the **original** forms back to SEMA **no later than September 15, 2019**, to the following person and address prior to claims being paid to your jurisdiction:

State Emergency Management Agency
Attn: Amy Lepper
PO Box 116
Jefferson City, MO 65102

The CFDA number for the Emergency Management Performance Grant is CFDA 97.042. Your award number is EMK-2019-EP-00001-121.

This award is subject to all administrative and financial requirements as outlined in the 2019 EMPG Notice of Funding Opportunity, Grant Award Specific Conditions (see attached), and the EMPG Program Manual. This includes the timely submission of all financial and programmatic reports.

Thank you for your support and cooperation with this effort. If you have any questions, please contact our Grant Specialists, Jackie Hofstetter at 573-526-9256, Jackie.Hofstetter@sema.dps.mo.gov or Amanda Wilbers at 573-751-3401, Amanda.Wilbers@sema.dps.mo.gov.

Sincerely,

A handwritten signature in black ink that reads "Ron Walker".

Ron Walker
Director



A Nationally
Accredited
Agency



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

August 2, 2019

Award Number

EMK-2019-EP-00001-121

Amendment No.

N/A

GRANTEE NAME

Willard Emergency Management Agency

GRANTEE VENDOR NUMBER

43-0890176

GRANTEE ADDRESS

PO Box 187
 Willard, MO 65781

ISSUING AGENCY

MO State Emergency Management Agency
 PO Box 116
 Jefferson City, MO 65102

GRANT INFORMATION

PROJECT TITLE

FY 2019 Emergency Management Performance Grant

FEDERAL AWARDING AGENCY

Federal Emergency Management Agency

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO
 97.042

PERFORMANCE PERIOD

FROM: 1/1/2019 TO: 12/31/2019

FEDERAL AWARD AMOUNT

\$8,944.96

LOCAL COST SHARE

\$8,944.96

TOTAL AWARD AMOUNT

\$17,889.92

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@yahoo.com

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

Ron Walker, Director

TYPED NAME AND TITLE OF GRANTEE AUTHORIZED OFFICIAL

Corey Hendrickson, City Mayor

SIGNATURE OF APPROVING OHS OFFICIAL

DATE

8/2/2019

SIGNATURE OF GRANTEE AUTHORIZED OFFICIAL

DATE

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 SPECIAL CONDITIONS.

SPECIFIC CONDITIONS

DATE
August 2, 2019

AWARD NUMBER
EMK-2019-EP-00001-121

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. 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-access-people-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 2018 Notice of Funding Opportunity and the Missouri 2018 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 2019 EMPG funding are required to ensure that all EMPG funded personnel actively participate in two (2) exercises during the performance period. Jurisdictions must identify planned quarterly activity to meet these requirements on the 2019 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, 2019
 - b. Quarter 3 (July 1 to September 30): Due October 15, 2019
 - c. Quarter 4 (October 1 to December 31): Due January 31, 2020
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.