

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

June 10, 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**

**June 10, 2019
7:00 P.M.**

Posted June 5, 2019.

Notice is hereby given that the City of Willard, Missouri, Board of Aldermen will conduct a meeting at **7:00 p.m.** June 10, 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 May 29, 2019.
 - b. Outstanding Invoices, draft and Check Paid Invoices for May 2019/June 2019.
 - c. City Administrator and Department Head Reports.
- 4. Discussion/Vote on current Outstanding Invoices, draft and Check Paid Invoices for May 2019/June 2019.**
 - 5. Citizen Input.**
 - 6. Discussion on Miller Road Bids.**
 - 7. New Business.**
 - 8. Unfinished Business.**
 - 9. Adjourn Meeting.**

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

FOR YOUR NEEDS. REPRESENTATIVES OF THE NEWS MEDIA MAY OBTAIN
COPIES OF THIS NOTICE BY CONTACTING THE CITY CLERK AT 417-742-5302.

Jennifer Rowe
City Clerk



AGENDA ITEM #3

Consent Agenda:

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

- a. Minutes from regular meeting May 29, 2019.
- b. Outstanding Invoices, draft and Check Paid Invoices for May 2019/June 2019.
- c. City Administrator and Department Head Reports.

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
May 29, 2019
7:00 p.m.**

Staff present: City Administrator, Brad Gray; City Clerk, Jennifer Rowe; Director of Finance, Carolyn Halverson; and Public Works Director, Dave O'Connor.

The City Attorney Ken Reynolds was not present.

Citizens in attendance: Mindy Latham.

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---, Alderman Stewart-present, Alderman Whitman-present, Alderman Baird-present, Alderman Jones-present, and Mayor Hendrickson-present.

Agenda Amendments/Agenda Approval.

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

Consent Agenda.

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

Discussion/Vote to approve current April/May 2019 Outstanding Invoices, Check and Draft Paid Invoices.

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

Citizen Input.

None.

Discussion on Miller Road Project.

Public Works Director Dave O'Connor discussed the Miller Road Project. Discussion was made on MoDOT's recommendations for the bids. Discussion was then made on options for the project.

Ordinance accepting the Missouri Highway and Transportation Supplemental Funds Agreement for the Miller Road Project. (1st & 2nd Read) Discussion/Vote.

Public Works Director Dave O'Connor discussed the changes to the agreement. Discussion was made on funds available and what happens to unused funds.

The first read was conducted by the City Clerk.

Motion was made by Alderman Baird and seconded by Alderman Whitman to accept the Missouri Highway and Transportation Supplemental Funds Agreement for the Miller Road Project. Motion carried with a vote of 5-0. Voting aye: Aldermen McEntire, Stewart, Whitman, Baird and Jones.

The second read was conducted by the City Clerk.

Motion was made by Alderman Whitman and seconded by Alderman Stewart to accept the Missouri Highway and Transportation Supplemental Funds Agreement for the Miller Road Project. Motion carried with a vote of 5-0. Voting aye: Aldermen McEntire, Stewart, Whitman, Baird and Jones.

New Business.

Mr. O'Connor gave an update on the Flooding issues during the past week. Discussion was made on the lift stations and sewer project at B Lift Station.

Unfinished Business.

Discussion was made on the Intergovernmental Agreement with Greene County for paving.

Adjourn.

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

The meeting was adjourned at 8:08 p.m.

Jennifer Rowe, City Clerk

Corey Hendrickson, Mayor of Willard

**CITY OF WILLARD
BOARD OF ALDERMEN**



**AGENDA ITEM #3
FINANCE DEPARTMENT**

ACTION REQUIRED: APPROVAL REQUESTED

- **Outstanding Invoices – May & June 2019**



City of Willard, MO

Pending Expense Approval Report - 1

By Vendor Name

Post Dates 05/30/2019 - 06/10/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: AMP100 - AMERIPRIDE SERVICES INC					
Vendor: AMP100 - AMERIPRIDE SERVICES INC					
AMERIPRIDE SERVICES INC	340139079	06/04/2019	MATS (ALL DEPTS) & TOWELS (PW)	10-100-50130	25.90
AMERIPRIDE SERVICES INC	340139079	06/04/2019	MATS (ALL DEPTS) & TOWELS (PW)	10-200-50130	20.50
AMERIPRIDE SERVICES INC	340139079	06/04/2019	MATS (ALL DEPTS) & TOWELS (PW)	20-600-50130	111.25
AMERIPRIDE SERVICES INC	340139079	06/04/2019	MATS (ALL DEPTS) & TOWELS (PW)	20-700-50130	111.25
AMERIPRIDE SERVICES INC	340139079	06/04/2019	MATS (ALL DEPTS) & TOWELS (PW)	30-800-50130	44.80
AMERIPRIDE SERVICES INC	340139531	06/04/2019	UNIFORMS - STS/W/S/PKS	10-300-92500	82.45
AMERIPRIDE SERVICES INC	340139531	06/04/2019	UNIFORMS - STS/W/S/PKS	20-600-92500	116.10
AMERIPRIDE SERVICES INC	340139531	06/04/2019	UNIFORMS - STS/W/S/PKS	20-700-92500	122.35
AMERIPRIDE SERVICES INC	340139531	06/04/2019	UNIFORMS - STS/W/S/PKS	30-800-92500	160.10
Vendor AMP100 - AMERIPRIDE SERVICES INC Total:					794.70
Vendor AMP100 - AMERIPRIDE SERVICES INC Total:					794.70
Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES					
Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES					
COMMERCE CREDIT CARD SE	0042035	06/04/2019	JD DICKINSON CAPACITOR-PK	30-800-71100	57.99
COMMERCE CREDIT CARD SE	058956	06/04/2019	WALMART POOL SUPPLIES-PK	30-800-50140	106.75
COMMERCE CREDIT CARD SE	1070334	06/04/2019	IPA EDUCATIONAL SUPPLY BULLETIN BOARD SUPPLIES-PKS	30-800-50140	35.53
COMMERCE CREDIT CARD SE	052119	06/04/2019	FCSR EMPLOYEE BACKGROUND CHECKS-PKS	30-800-56400	289.75
COMMERCE CREDIT CARD SE	9143435	06/04/2019	AMAZON PRINTER DRUM UNIT - GEN	10-100-50700	86.99
COMMERCE CREDIT CARD SE	9829050	06/04/2019	AMAZON AMERICAN FLAGS - GEN/PKS	10-100-50130	32.05
COMMERCE CREDIT CARD SE	9829050	06/04/2019	AMAZON AMERICAN FLAGS - GEN/PKS	30-800-50130	32.05
COMMERCE CREDIT CARD SE	S012883116	06/04/2019	ZORO EXHAUST FAN-PKS	30-800-50500	195.24
COMMERCE CREDIT CARD SE	9697853	06/04/2019	RED CROSS CPR & FIRST AID TRAINING-PKS	30-800-56950	990.00
COMMERCE CREDIT CARD SE	AZ3RJKWS72	06/04/2019	FACEBOOK ADVERTISING-PKS	30-800-55200	25.00
COMMERCE CREDIT CARD SE	4710607	06/04/2019	AMAZON CONCESSIONS & OFFICE SUPPLIES -PKS	30-800-50200	87.25
COMMERCE CREDIT CARD SE	4710607	06/04/2019	AMAZON CONCESSIONS & OFFICE SUPPLIES -PKS	30-800-50700	10.98
COMMERCE CREDIT CARD SE	8084544-0	06/04/2019	ADMIRAL EXPRESS COPY PAPER - GEN/LAW/W/S/PKS	10-100-50700	18.66
COMMERCE CREDIT CARD SE	8084544-0	06/04/2019	ADMIRAL EXPRESS COPY PAPER - GEN/LAW/W/S/PKS	10-200-50700	27.99
COMMERCE CREDIT CARD SE	8084544-0	06/04/2019	ADMIRAL EXPRESS COPY PAPER - GEN/LAW/W/S/PKS	20-600-50700	18.66
COMMERCE CREDIT CARD SE	8084544-0	06/04/2019	ADMIRAL EXPRESS COPY PAPER - GEN/LAW/W/S/PKS	20-700-50700	18.66
COMMERCE CREDIT CARD SE	8084544-0	06/04/2019	ADMIRAL EXPRESS COPY PAPER - GEN/LAW/W/S/PKS	30-800-50700	27.99
COMMERCE CREDIT CARD SE	MC07655589	06/04/2019	MAILCHIMP ADVERTISING-PK	30-800-55200	40.00
COMMERCE CREDIT CARD SE	1000026134	06/04/2019	KIEFER LIFEGUARD WHISTLES (x45)-PKS	30-800-50140	145.14
COMMERCE CREDIT CARD SE	7190899	06/04/2019	ZORO WATER FOUNTAIN PUSH BUTTON ASSEMBLY-PKS	30-800-50500	49.40

Pending Expense Approval Report - 1

Post Dates: 05/30/2019 - 06/10/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COMMERCE CREDIT CARD SE	053019	06/10/2019	STAMPS.COM POSTAGE - ALL DEPTS	10-100-50750	19.10
COMMERCE CREDIT CARD SE	053019	06/10/2019	STAMPS.COM POSTAGE - ALL DEPTS	10-200-50750	10.70
COMMERCE CREDIT CARD SE	053019	06/10/2019	STAMPS.COM POSTAGE - ALL DEPTS	10-250-50750	44.50
COMMERCE CREDIT CARD SE	053019	06/10/2019	STAMPS.COM POSTAGE - ALL DEPTS	10-300-50750	0.50
COMMERCE CREDIT CARD SE	053019	06/10/2019	STAMPS.COM POSTAGE - ALL DEPTS	10-400-50750	12.50
COMMERCE CREDIT CARD SE	053019	06/10/2019	STAMPS.COM POSTAGE - ALL DEPTS	20-600-50750	18.15
COMMERCE CREDIT CARD SE	053019	06/10/2019	STAMPS.COM POSTAGE - ALL DEPTS	20-700-50750	18.65
COMMERCE CREDIT CARD SE	053019	06/10/2019	STAMPS.COM POSTAGE - ALL DEPTS	30-800-50750	0.50
COMMERCE CREDIT CARD SE	1604202/2773805	06/10/2019	AMAZON LYSOL WIPES, POST IT NOTES & TABS - GEN/W/S	10-100-50700	10.01
COMMERCE CREDIT CARD SE	1604202/2773805	06/10/2019	AMAZON LYSOL WIPES, POST IT NOTES & TABS - GEN/W/S	20-600-50700	12.23
COMMERCE CREDIT CARD SE	1604202/2773805	06/10/2019	AMAZON LYSOL WIPES, POST IT NOTES & TABS - GEN/W/S	20-700-50700	12.23
COMMERCE CREDIT CARD SE	21469044835	06/04/2019	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	10-100-61000	159.00
COMMERCE CREDIT CARD SE	21469044835	06/04/2019	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	10-200-61000	159.00
COMMERCE CREDIT CARD SE	21469044835	06/04/2019	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	10-250-61000	113.57
COMMERCE CREDIT CARD SE	21469044835	06/04/2019	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	10-300-61000	113.57
COMMERCE CREDIT CARD SE	21469044835	06/04/2019	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	10-400-61000	113.58
COMMERCE CREDIT CARD SE	21469044835	06/04/2019	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	20-600-61000	159.00
COMMERCE CREDIT CARD SE	21469044835	06/04/2019	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	20-700-61000	159.00
COMMERCE CREDIT CARD SE	21469044835	06/04/2019	NEXTIVA TELEPHONE EXPENSE - ALL DEPTS	30-800-61000	159.00
COMMERCE CREDIT CARD SE	1458642	06/04/2019	AMAZON TONER CARTRIDGES - GEN	10-100-50700	54.29
Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total:					3,645.16
Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total:					3,645.16
Vendor: BKM225 - DAVID BLAKEMORE					
Vendor: BKM225 - DAVID BLAKEMORE					
DAVID BLAKEMORE	052419	06/04/2019	CELL PHONE REIMBURSEMENT - W/S	20-600-61000	25.00
DAVID BLAKEMORE	052419	06/04/2019	CELL PHONE REIMBURSEMENT - W/S	20-700-61000	25.00
Vendor BKM225 - DAVID BLAKEMORE Total:					50.00
Vendor BKM225 - DAVID BLAKEMORE Total:					50.00
Vendor: DDD100 - DYNAMIC DISTRIBUTION					
Vendor: DDD100 - DYNAMIC DISTRIBUTION					
DYNAMIC DISTRIBUTION	053119	06/04/2019	FRISBEE DISCS - PKS	30-800-50170	161.71
DYNAMIC DISTRIBUTION	053119	06/04/2019	FRISBEE DISCS - PKS	30-800-50177	161.71
DYNAMIC DISTRIBUTION	053119	06/04/2019	FRISBEE DISCS - PKS	30-800-50180	161.76
Vendor DDD100 - DYNAMIC DISTRIBUTION Total:					485.18
Vendor DDD100 - DYNAMIC DISTRIBUTION Total:					485.18

Pending Expense Approval Report - 1

Post Dates: 05/30/2019 - 06/10/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount	
Vendor: EXP100 - EXPRESS PRESS						
Vendor: EXP100 - EXPRESS PRESS						
EXPRESS PRESS	38790	06/04/2019	CAMP SHIRTS-PKS	30-800-50150	929.50	
					Vendor EXP100 - EXPRESS PRESS Total:	929.50
					Vendor EXP100 - EXPRESS PRESS Total:	929.50
Vendor: FRO560 - FROGS DETAILED SPECIALITIES						
Vendor: FRO560 - FROGS DETAILED SPECIALITIES						
FROGS DETAILED SPECIALITIES	2804	06/04/2019	POOL SIGN-PKS	30-800-50140	180.00	
					Vendor FRO560 - FROGS DETAILED SPECIALITIES Total:	180.00
					Vendor FRO560 - FROGS DETAILED SPECIALITIES Total:	180.00
Vendor: GLA200 - GLENN'S AUTOMOTIVE LLC						
Vendor: GLA200 - GLENN'S AUTOMOTIVE LLC						
GLENN'S AUTOMOTIVE LLC	10588	06/10/2019	PD CAR 2 SEAT BELT BUCKLE, GEAR SHIFT LEVER - LAW	10-200-71000	781.01	
					Vendor GLA200 - GLENN'S AUTOMOTIVE LLC Total:	781.01
					Vendor GLA200 - GLENN'S AUTOMOTIVE LLC Total:	781.01
Vendor: GRR100 - GREAT RIVER ENGINEERING						
Vendor: GRR100 - GREAT RIVER ENGINEERING						
GREAT RIVER ENGINEERING	13	06/10/2019	MILLER RD PROJECT # STBG 5944(803)	10-300-95100	8,288.54	
					Vendor GRR100 - GREAT RIVER ENGINEERING Total:	8,288.54
					Vendor GRR100 - GREAT RIVER ENGINEERING Total:	8,288.54
Vendor: INT200 - INTOXIMETERS, INC						
Vendor: INT200 - INTOXIMETERS, INC						
INTOXIMETERS, INC	629197	06/04/2019	REPAIRED INTOXIMETER RETURN SHIPPING - LAW	10-200-51000	23.50	
					Vendor INT200 - INTOXIMETERS, INC Total:	23.50
					Vendor INT200 - INTOXIMETERS, INC Total:	23.50
Vendor: ROJ100 - JENNIFER ROWE						
Vendor: ROJ100 - JENNIFER ROWE						
JENNIFER ROWE	052919	06/04/2019	SWMOCCFOA TRAINING MILEAGE REIMBURSEMENT - GEN	10-100-56900	90.14	
					Vendor ROJ100 - JENNIFER ROWE Total:	90.14
					Vendor ROJ100 - JENNIFER ROWE Total:	90.14
Vendor: KPM100 - KPM CPAs AND ADVISORS						
Vendor: KPM100 - KPM CPAs AND ADVISORS						
KPM CPAs AND ADVISORS	31529	06/04/2019	2018 FINAL AUDIT EXPENSE -	10-100-55400	520.00	
KPM CPAs AND ADVISORS	31529	06/04/2019	2018 FINAL AUDIT EXPENSE -	20-600-55400	1,200.00	
KPM CPAs AND ADVISORS	31529	06/04/2019	2018 FINAL AUDIT EXPENSE -	20-700-55400	1,200.00	
KPM CPAs AND ADVISORS	31529	06/04/2019	2018 FINAL AUDIT EXPENSE -	30-800-55400	80.00	
					Vendor KPM100 - KPM CPAs AND ADVISORS Total:	3,000.00
					Vendor KPM100 - KPM CPAs AND ADVISORS Total:	3,000.00
Vendor: KUB275 - KUBOTA OF THE OZARKS						
Vendor: KUB275 - KUBOTA OF THE OZARKS						
KUBOTA OF THE OZARKS	KC128209	06/04/2019	MOWER BELT-PKS	30-800-71100	52.14	
					Vendor KUB275 - KUBOTA OF THE OZARKS Total:	52.14
					Vendor KUB275 - KUBOTA OF THE OZARKS Total:	52.14
Vendor: MID400 - MIDWEST RADAR & EQUIPMENT						
Vendor: MID400 - MIDWEST RADAR & EQUIPMENT						
MIDWEST RADAR & EQUIPME	0015617	06/04/2019	RADAR REPAIR - LAW	10-200-51000	92.55	
					Vendor MID400 - MIDWEST RADAR & EQUIPMENT Total:	92.55
					Vendor MID400 - MIDWEST RADAR & EQUIPMENT Total:	92.55

Pending Expense Approval Report - 1

Post Dates: 05/30/2019 - 06/10/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: MOC100 - MISSOURI ONE CALL SYSTEM, INC					
Vendor: MOC100 - MISSOURI ONE CALL SYSTEM, INC					
MISSOURI ONE CALL SYSTEM,	9050322	06/04/2019	LOCATE FEES - W/S	20-600-56400	107.90
MISSOURI ONE CALL SYSTEM,	9050322	06/04/2019	LOCATE FEES - W/S	20-700-56400	107.90
Vendor MOC100 - MISSOURI ONE CALL SYSTEM, INC Total:					215.80
Vendor MOC100 - MISSOURI ONE CALL SYSTEM, INC Total:					215.80
Vendor: ORE145 - O'REILLY AUTOMOTIVE, INC					
Vendor: ORE145 - O'REILLY AUTOMOTIVE, INC					
O'REILLY AUTOMOTIVE, INC	2367-232159	06/04/2019	SPARK TESTER-PKS	30-800-71100	12.99
O'REILLY AUTOMOTIVE, INC	2367-234255	06/04/2019	MOWER BELTS-PKS	30-800-71100	45.68
O'REILLY AUTOMOTIVE, INC	2367-234577	06/04/2019	MOWER HOSES & CLAMPS-PK	30-800-71100	28.04
O'REILLY AUTOMOTIVE, INC	2367-234628	06/04/2019	COMPRESSOR PARTS-PKS	30-800-71100	8.63
O'REILLY AUTOMOTIVE, INC	2367-234757	06/04/2019	MOWER FILTER & ANTIFREEZE -PKS	30-800-71100	34.85
O'REILLY AUTOMOTIVE, INC	2367-234772	06/04/2019	MOWER FILTERS-PKS	30-800-71100	16.31
O'REILLY AUTOMOTIVE, INC	2367-235752	06/04/2019	LICENSE PLATE FASTENERS-PK	30-800-71000	2.99
Vendor ORE145 - O'REILLY AUTOMOTIVE, INC Total:					149.49
Vendor ORE145 - O'REILLY AUTOMOTIVE, INC Total:					149.49
Vendor: OZA280 - OZARK GREENWAYS, INC					
Vendor: OZA280 - OZARK GREENWAYS, INC					
OZARK GREENWAYS, INC	JUNE19	06/04/2019	JUNE RENT - W/S	20-600-57300	250.00
OZARK GREENWAYS, INC	JUNE19	06/04/2019	JUNE RENT - W/S	20-700-57300	250.00
Vendor OZA280 - OZARK GREENWAYS, INC Total:					500.00
Vendor OZA280 - OZARK GREENWAYS, INC Total:					500.00
Vendor: OZA255 - OZARKS COCA COLA					
Vendor: OZA255 - OZARKS COCA COLA					
OZARKS COCA COLA	26338081	06/04/2019	SOFT DRINK CONCESSIONS-PK	30-800-50200	590.88
OZARKS COCA COLA	26340398	06/04/2019	SOFT DRINK CONCESSIONS-PK	30-800-50200	213.00
OZARKS COCA COLA	26344236	06/04/2019	SOFT DRINK CONCESSIONS-PK	30-800-50200	254.28
Vendor OZA255 - OZARKS COCA COLA Total:					1,058.16
Vendor OZA255 - OZARKS COCA COLA Total:					1,058.16
Vendor: PLL100 - PRESLEY LANDSCAPING LLC					
Vendor: PLL100 - PRESLEY LANDSCAPING LLC					
PRESLEY LANDSCAPING LLC	052319	06/04/2019	LANDSCAPING PLANTS-PKS	30-800-95100	1,915.20
Vendor PLL100 - PRESLEY LANDSCAPING LLC Total:					1,915.20
Vendor PLL100 - PRESLEY LANDSCAPING LLC Total:					1,915.20
Vendor: BSS100 - PURVIS INDUSTRIES					
Vendor: BSS100 - PURVIS INDUSTRIES					
PURVIS INDUSTRIES	8319459	06/04/2019	MOWER BELTS-PKS	30-800-71100	41.22
Vendor BSS100 - PURVIS INDUSTRIES Total:					41.22
Vendor BSS100 - PURVIS INDUSTRIES Total:					41.22
Vendor: RAC450 - RACE BROS FARM SUPPLY, INC					
Vendor: RAC450 - RACE BROS FARM SUPPLY, INC					
RACE BROS FARM SUPPLY, INC	713059	06/04/2019	WEEDEATER STRING-PKS	30-800-52000	39.99
Vendor RAC450 - RACE BROS FARM SUPPLY, INC Total:					39.99
Vendor RAC450 - RACE BROS FARM SUPPLY, INC Total:					39.99
Vendor: BER150 - ROBERT BELL					
Vendor: BER150 - ROBERT BELL					
ROBERT BELL	3820	06/10/2019	UNIFORM ALLOWANCE REIMBURSEMENT - LAW	10-200-92500	148.50
Vendor BER150 - ROBERT BELL Total:					148.50
Vendor BER150 - ROBERT BELL Total:					148.50

Pending Expense Approval Report - 1

Post Dates: 05/30/2019 - 06/10/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: TRH100 - TREVOR HOFFMAN					
Vendor: TRH100 - TREVOR HOFFMAN					
TREVOR HOFFMAN	3890709906	06/04/2019	CELL PHONE REIMBURSEMENT - W/S	20-600-61000	25.00
TREVOR HOFFMAN	3890709906	06/04/2019	CELL PHONE REIMBURSEMENT - W/S	20-700-61000	25.00
Vendor TRH100 - TREVOR HOFFMAN Total:					50.00
Vendor TRH100 - TREVOR HOFFMAN Total:					50.00
Vendor: WAL110 - WALMART COMMUNITY/RFCSLLC					
Vendor: WAL110 - WALMART COMMUNITY/RFCSLLC					
WALMART COMMUNITY/RFC	017370	06/04/2019	SAM'S CLUB CONCESSIONS-PK	30-800-50200	81.14
WALMART COMMUNITY/RFC	023149	06/04/2019	SAM'S-CONCESSIONS & SUPPLIES-PKS	20-700-50550	9.48
WALMART COMMUNITY/RFC	023149	06/04/2019	SAM'S-CONCESSIONS & SUPPLIES-PKS	30-800-50130	33.92
WALMART COMMUNITY/RFC	023149	06/04/2019	SAM'S-CONCESSIONS & SUPPLIES-PKS	30-800-50200	974.82
WALMART COMMUNITY/RFC	028413	06/04/2019	SAM'S CONCESSIONS-PKS	30-800-50200	196.85
WALMART COMMUNITY/RFC	001115	06/04/2019	SAM'S CONCESSIONS-PKS	30-800-50200	208.12
Vendor WAL110 - WALMART COMMUNITY/RFCSLLC Total:					1,504.33
Vendor WAL110 - WALMART COMMUNITY/RFCSLLC Total:					1,504.33
Vendor: WTV100 - WILLARD HOME CENTER LLC					
Vendor: WTV100 - WILLARD HOME CENTER LLC					
WILLARD HOME CENTER LLC	B117269	06/04/2019	GENERAL SUPPLIES-PKS	30-800-50130	25.99
WILLARD HOME CENTER LLC	B117269	06/04/2019	SPECIAL ACTIVITY SUPPLIES-PKS	30-800-50170	5.69
WILLARD HOME CENTER LLC	B117269	06/04/2019	MAINT & EQUIPMENT SUPPLIES-PKS	30-800-50500	142.77
WILLARD HOME CENTER LLC	B117269	06/04/2019	SMALL EQUIPMENT SUPPLIES-PKS	30-800-52000	49.82
Vendor WTV100 - WILLARD HOME CENTER LLC Total:					224.27
Vendor WTV100 - WILLARD HOME CENTER LLC Total:					224.27
Grand Total:					24,259.38

Report Summary

Fund Summary

Fund	Expense Amount
10 - GENERAL FUND	11,049.10
20 - WATER AND SEWER FUND	4,102.81
30 - PARKS FUND	9,107.47
Grand Total:	24,259.38

Account Summary

Account Number	Account Name	Expense Amount
10-100-50130	SUPPLIES-GCG	57.95
10-100-50700	OFFICE SUPPLIES-GCG	169.95
10-100-50750	POSTAGE-GCG	19.10
10-100-55400	AUDIT EXPENSE-GCG	520.00
10-100-56900	TRAVEL EXPENSE-GCG	90.14
10-100-61000	TELEPHONE-GCG	159.00
10-200-50130	SUPPLIES-LAW	20.50
10-200-50700	OFFICE SUPPLIES-LAW	27.99
10-200-50750	POSTAGE-LAW	10.70
10-200-51000	REPAIRS & MAINTENAN	116.05
10-200-61000	TELEPHONE-LAW	159.00
10-200-71000	VEHICLE EXPENSE OTHE	781.01
10-200-92500	UNIFORMS-LAW	148.50
10-250-50750	POSTAGE-COURT	44.50
10-250-61000	TELEPHONE-COURT	113.57
10-300-50750	POSTAGE-ST	0.50
10-300-61000	TELEPHONE-STREETS	113.57
10-300-92500	UNIFORMS-STREETS	82.45
10-300-95100	CAPITAL ASSET EXP-STRE	8,288.54
10-400-50750	POSTAGE-P&D	12.50
10-400-61000	TELEPHONE-P&D	113.58
20-600-50130	SUPPLIES-WATER	111.25
20-600-50700	OFFICE SUPPLIES-WATER	30.89
20-600-50750	POSTAGE-WATER	18.15
20-600-55400	AUDIT EXPENSE-WATER	1,200.00
20-600-56400	PROFESSIONAL-WATER	107.90
20-600-57300	RENT-WATER	250.00
20-600-61000	TELEPHONE WATER	209.00
20-600-92500	UNIFORMS-WATER	116.10
20-700-50130	SUPPLIES-SEWER	111.25
20-700-50550	CUSTODIAL SUPPLIES-SE	9.48
20-700-50700	OFFICE SUPPLIES-SEWER	30.89
20-700-50750	POSTAGE-SEWER	18.65
20-700-55400	AUDIT EXPENSE-SEWER	1,200.00
20-700-56400	PROFESSIONAL-SEWER	107.90
20-700-57300	RENT-SEWER	250.00
20-700-61000	TELEPHONE-SEWER	209.00
20-700-92500	UNIFORMS-SEWER	122.35
30-800-50130	SUPPLIES GENERAL-PKS	136.76
30-800-50140	SUPPLIES-AQUATIC	467.42
30-800-50150	SUPPLIES-SPORTS SHIRT	929.50
30-800-50170	SUPPLIES SPECIAL ACTIV	167.40
30-800-50177	SUPPLIES-YOUTH CAMP	161.71
30-800-50180	SUPPLIES SPORTS-PKS	161.76
30-800-50200	CONCESSIONS-PKS	2,606.34
30-800-50500	BUILDING MAINTENANC	387.41
30-800-50700	OFFICE SUPPLIES-PKS	38.97
30-800-50750	POSTAGE-PKS	0.50
30-800-52000	SUPPLIES SMALL EQUIP	89.81
30-800-55200	ADVERTISING-PKS	65.00

Account Summary

Account Number	Account Name	Expense Amount
30-800-55400	AUDIT EXPENSE-PKS	80.00
30-800-56400	PROFESSIONAL-PKS	289.75
30-800-56950	TRAINING & EDUCATION	990.00
30-800-61000	TELEPHONE-PKS	159.00
30-800-71000	VEHICLE EXPENSE OTHE	2.99
30-800-71100	EQUIP REPAIRS/MAINT-P	297.85
30-800-92500	UNIFORMS-PKS	160.10
30-800-95100	CAPITAL ASSET EXP-PKS	1,915.20
Grand Total:		24,259.38

Project Account Summary

Project Account Key	Expense Amount
None	24,259.38
Grand Total:	24,259.38

Public Works Report

May 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 on Grand Prairie and Highway Z.
- Flooding on May 23 caused erosion at several culverts which uncovered sections of waterline. Our crew will be working with MoDOT and Greene County to repair the damage.
- Completed 170 utility locates.

Sewer

- The area was impacted by heavy rainfall and flooding from May 19 - 24. Total accumulation was approximately 8.5". As a result, we had numerous manholes overflow as well as Regional and D lift stations. All the overflows were documented and reported to DNR as required. Prior to the overflow at Regional we spread ag lime and then placed straw bales around the EQ basin to prevent solids from leaving the property.
- Pulled pump #1 at B lift station to remove a pair of underwear from the impeller.
- Pulled pump #1 at 94 lift station to remove a piece of wood from the impeller.
- **Lift Station 94 Status** – The project is 99% complete with only a few minor items remaining. The pumps have been operational since February 25, 2019, and the pump output is approximately 1,550 gallons/minute which is approximately 300 gallons/minute greater than we anticipated.
- **Lift Station B Flow Equalization Project Status** – The project is approximately 80% complete. The walls have been poured and the contractor is patching holes and waiting for more favorable conditions to seal some cracks in the walls. We anticipate completion of the basin and associated sewer lines by June 15.

Streets

- **Miller Road Widening Project Status** – Bids were open and a request for concurrence of award was submitted to MoDOT. MoDOT was unable to concur in the award due to the amount of the bids.
- Numerous roads flooded on May 24 due to the heavy rainfall. The staff was busy closing roads and helping motorists who got stranded due to the high water.
- Mowed right of way
- Completed 133 Service Orders.

Equipment Usage and Repairs May 2019

Equipment No.	Description	May 1 Miles/Hours	May 31 Miles/Hours	Monthly Usage	Service and Repairs	YTD Repair Cost
1	2013 Ford F-150	66,798	68,119	1,321		\$ 23.73
2	2004 Chevy 1 Ton Dump	129,883	131,284	1,401	\$152.13	\$ 246.17
3	2003 Chevy 1 Ton Utility - Sewer	160,787	161,619	832		\$ 38.61
4	1998 Dodge 1/2 Ton FB	127,304	127,304	-		
5	2001 Chevy 1500	101,958	102,645	687		\$ 23.73
6	2000 Chevy 3/4 Ton FB	145,060	145,109	49		\$ 8.99
7	1993 Ford 1 Ton Utility - Water	93,026	93,177	151		\$ 7.60
	2005 International 3200 Dump	20,350	20,458	108		\$ 395.15
	2017 Chevy Silverado	16,437	17,183	746		\$ 23.73
	Water Van	382	382	-		
	1998 Chevy S-10	155,170	155,189	19		
	Case Backhoe	2,448	2,481	33		
	60XT Case Skid Steer	1,402		(1,402)		
	Kubota RTV 1100	780	780	-		
					\$152.13	\$ 767.71

Description of Repair/Service

- PD#1 2013 Dodge Charger (old #4)
- PD#2 2013 Dodge Charger
- 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

oil, filter and rotate tires

Monthly Water Loss 2018

Current Month
5

Month	January	February	March	April	May	Annual Average	Annual
Amount of Gallons Pumped	23,403,600	24,192,800	21,612,900	24,497,200	24,503,000	23,641,900	118,209,500
Dollar Amount Sold	\$76,928.20	\$72,920.20	\$77,297.00	\$74,819.60	\$71,493.79	\$74,691.76	\$373,458.79
Gallons of Water Sold	15,629,000	14,068,000	15,905,000	14,861,000	13,621,000	14,816,800	74,084,000
Flushing	20,000	40,000	4,000	20,000	20,000	20,800	104,000
Leaks/Adjustments	14,667	169,783	28,000	79,750	110,000	80,440	402,200
City Usage (not billed)	31,000	28,000	32,000	24,000	418,000	106,600	533,000
Fire Department Usage	0	0	0	0	0	0	0
Tower Overflows	0	0	0	700,000	0	140,000	700,000
Residuals	45,000	45,000	45,000	45,000	45,000	45,000	225,000
Total Gallons Accounted For	15,739,667	14,350,783	16,014,000	15,729,750	14,214,000	38,024,100	76,048,200
% Water Loss	32.75%	40.68%	25.91%	35.79%	41.99%	35.67%	
Amount of Water Lost	7,663,933	9,842,017	5,598,900	8,767,450	10,289,000	8,432,260	42,161,300
Willard North #1	1,508,600	1,638,400	1,484,700	2,025,600	2,343,200	1,800,100	9,000,500
Willard South #2	2,927,100	3,147,100	2,855,300	3,512,100	3,105,000	3,109,320	15,546,600
Meadows West #1	9,911,900	10,476,300	9,267,900	9,785,500	10,506,800	9,989,680	49,948,400
Meadows East #2	9,056,000	8,931,000	8,005,000	9,174,000	8,548,000	8,742,800	43,714,000
Total Water Pumped	23,403,600	24,192,800	21,612,900	24,497,200	24,503,000	23,641,900	118,209,500
City Commercial Irrigation	14	14	14	14	14	14	14
City Commercial 1 SPF	127	125	125	127	125	126	126
City Commercial 3 Water only	19	20	19	21	20	20	20
City Residential Irrigation	2	2	2	2	3	2	2
City Residential 1 SPF	1943	1943	1957	1956	1977	1,955	1,955
City Residential 3 Water Only	73	72	72	73	72	72	72
Rural Irrigation	5	5	5	5	5	5	5
Rural Residential 1 SPF	9	9	9	9	9	9	9
Rural Residential 2 Lagoon	277	276	276	277	277	277	277
Rural Residential 3 Water Only	853	852	853	854	858	854	854
Rural Commercial 2 Lagoon	2	2	2	2	3	2	2
Rural Commercial 3 Water only	12	12	12	12	12	12	12
Rural Commercial 1 SPF	0	0	0	0	0	0	0
Zero-Non Billed	10	10	11	11	11	11	11
Number of Total Customers	3346	3342	3357	3363	3386	3359	3359

Parks and Recreation - Director's Report – June 2019

Department Tasks

Budget planning

May was an expensive month for the department. We have some storm damage to the roof of the pole barn and are exploring the option of expanding that building to the west to increase storage for the Rec Center and baseball complex simultaneously to the repair. I am still waiting on final bids to repair our air conditioner unit at the Rec. The Pool is opening May 24th with a grand opening party, (weather permitting) so we have spent a lot at the pool. Camp begins on the 28th, and we have rounded out our camp supplies. However, even with the unexpected pool repairs (main circ pump electrical issues), and cumulative costs associated with stocking up for summer, we are tracking well financially on the expense side.

Event/Program Planning

Sam(antha), our new hire in marketing position, has done a great job reaching out to area vendors, finding local sponsorships for Freedom Fest, and securing in kind partnerships for the event. Since she started on April 1st, the Parks Department has taken in \$23,641 in advertising revenue. I do not expect this rate of revenue generation to continue at this pace, however, this position has paid for itself already. She has also been managing our social media presence, and has attracted additional views, likes, and engagements on our Facebook Page. In addition, Sam has been requesting additional responsibilities, and has essentially taken over the Vendor aspect of Freedom Fest.

2019 Capital Improvement Projects

The Rec Center Landscaping project is nearing completion. We have finished the planting portion of the project. The project will likely be placed on hold for the summer and will be completed in the fall when mowing season slows down. The completion of the fountain will tie everything together nicely.

The Rec Center roof has been repaired, and based on recent weather, the repair seems to be effective. Material has been received and installed to replenish fall zone at Rec Center Playground.

Baseball Storage/Additional Storage at Rec Center: As mentioned previously, we are exploring expanding the Pole Barn to encompass storage as well.

Camp Sites @ Highline are in progress, again, staff time and ground conditions are the main delay, however, one site has been installed, and is marked with a white stake at the Trail. I am working on improving signage.

Based on interactions with several citizens, I think that the Parks Department should work on prioritizing improvements to the Parks System, including additional playgrounds, water fountains, shade structures, and park

New Maintenance/Weather Events

I am having difficulty getting bids in for the Rec Center AC unit. I have had multiple conversations with multiple businesses requesting quotes, however, I have not received any to date.

After having the main circulation pump serviced at the pool, it has operated very well.

The large amount of rain has wreaked havoc on the chemical supply at the pool. The additional rain has required additional chemicals to balance the pool, and we will likely need to place another order before summer is over.

Upcoming Programs / Events

Soccer and Volleyball: Soccer: 164 Volleyball: 84

Baseball: 188

Spring registration numbers for Soccer are down, Volleyball numbers are up. Staff believes the lower numbers are caused by competing programs. Baseball numbers are about the same.

Summer Camp: 94 registered; sporadic attendance.

Parks and Recreation - Director's Report – June 2019

Ongoing Programs

Youth dance has been one of our most successful programs, senior exercise programs have shown some growth as well. The senior Wednesday lunch is showing a decrease in numbers; we are working on promoting more effectively. Adult Fitness programs (Fitness: Zumba, Tiger Tone, Cardio Blast) fluctuate, with Zumba being the most successful by far.

Pool is open, and despite the weather so far this year, revenue is just slightly less this year (\$279 ytd) than last year.

Facility Rentals: Community Building, Pavilion, and Aquatic Center rentals are seeing a seasonal uptick.



Willard Police Department
May 2019 - Monthly Statistical Report



Administration	Officer	Case #'s
Tom McClain, Chief	1601	4
Shannon Shipley, Lt.	1602	22
	Total	26

Squad #1	1603	Robert Bell, Cpl. / FTO	23	Squad #2	1604	Steve Purdy, Cpl. Investigator	64
	1607	Joe Duran, Officer	71		1605	Billie Jo Deckard, Officer	55
	1608	Andrew Stone, Officer	43		1606	Shawn Garner, Officer	49
	1610	Scott Rowe, Officer	91		1609	Dakota Radford, Officer	53
	Total		228	Total			221

Reserves	Officer	Officer Names	Case #'s	Hours
	1630	Clint Heimbach, SRO	1	
	1631	Cindy Garton, SRO	1	
	1641	Brian Gordon, Reserve		
	1642	JD Landon, Reserve		18.5
	1645	Brian Hinkle, Reserve		0
	1646	Andrew Hunt, Reserve		0
		Glenn Cozzens, Reserve, Trainer		8.5
		Tim Wheeler, Reserve		5.5
	Total		2	32.5
Total Incidents for the month...			477	

Incident Statistics

Felony	13	HBO (Handled by Officers)	400
Misdemeanor	25	Use of Force	0
Infraction	197	Dog at Large	3
Other (Services)	242	Neglect 1 (unfounded) / Abuse 0 / Bites 0	

Vehicle Maintenance

Vehicle	Odometer Reading	Monthly Mileage	Shifts Used	Miles per Shift	Monthly Maintenance	Year to Date Maintenance
WPD-01 2013	100,260	660	20	33	\$781.01	\$987.97
WPD-02 2013	125,398	2,305	40	58	\$915.07	\$2,233.76
WPD-03 2013	128,910	2,387	34	70	\$78.00	\$1,170.37
WPD-04 2018 Exp	17,546	1,817	25	73	\$0.00	\$0.00
WPD-06 2013	106,898	1,249	17	74	\$1,098.92	\$2,363.88
WPD-07 2017 Exp	10,250	420	14	30	\$0.00	\$0.00
WPD-08 M	5,577	0	0	0	\$0.00	\$0.00

Vehicle Maintenance Details

WPD-01: \$781.01 Diagnostics	WPD-04:
WPD-02: \$915.07 Water Pump / Door Handle/ Gear Shift Lever / Diagnostics	WPD-06: \$1098.92 Battery, Spark Plugs/ Ignition Coil
WPD-03: \$78.00 Realign Front Bumper / Replace Screws and Clips	WPD-07:

Misc. Dept. Info:

- Willard PAL Spar Wars 2019 @ WPD Headquarters June 8, 6:30PM, 10 bouts and FUNdraising menu – Come Hungry!
- June 19, 2019 8am-12pm, 6 Lessons to Racial Intelligence taught at WPD Headquarters

Planning and Development Report
June 10, 2019

Ongoing Projects-

HWY 160 Improvements- Staff has confirmed a mid May bid letting with a July start date and completion scheduled for the end of 2020.

ATM Commercial Subdivision Phase 2 Gauge Crossing Subdivision- Staff has received the stormwater engineering report and Public Improvement Plans for the proposed development and are in the review process with the City consultant and Fire District.

Capacity Improvements – Contract # 1- Staff has recently walked the project in certain areas where erosion was suspected due to heavy rains that fallen during the month of May. Staff has reported back to the engineer areas of concern that need re-seeded.

Lift Station B- The sub-contractor has completed the tank walls and will be grouting the floor soon. The contractor is installing the pipe from the manhole to the tank. The project is close to completion and should be operable soon.

Longview Subdivision- Staff has issued twenty (23) building permits in the development. The developer has several homes under contract. Four homes have been closed on and several more are nearing completion.

First Baptist Church- Inside and outside work continues on the building. Some sidewalk has been poured and grading on the parking lot has started. The fire suppression flush test was observed by the Fire District and Willard City staff.

Transportation Alternative Program Sidewalk Grant – Staff has been given notice to proceed from MO DOT and we have advised our design engineer the same. The surveyors have started gathering topographic information for the job.

North Brook Apartments- Staff has denied the building permit application for lot #5 (24 unit apartment) based on our consultants review. Staff has met with the developer and discussed the issues and we are now waiting on plans for a replat request from the developer. We will be taking this to the June 25th P/Z meeting.

Robertson Estates- Staff has received a sketch plan for a 33 lot residential planned development. We will be taking the sketch plan to the June 25th P/Z meeting

Floodplain Map Meeting – Staff has coordinated a meeting with Greene County staff and SEMA to present the proposed FEMA FLOODPLAIN Maps to the public. The meeting will be at the Willard Community Building on Thursday June 6th 2019 at 6:00pm- 8:00pm. The Cities of Ash Grove and Walnut Grove will be present as well.

Liberty Utilities/Empire Electric- Work continues around town – Poles have been set and the contractor has started pulling wire. A lot of replacement poles are currently being set.

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 being scheduled for the month of June.

Staff continues to assist other departments as needed.

Staff currently has twenty-six (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:

12 permits were issued this month, total fees collected is \$895. Estimated value of work being done is \$94,000.

1 Accessory Structures

4 Fences

1 Deck

1 Firework tents

1 Plumbing

1 Electric (addition to existing solar)

1 Pools

1 Commercial Remodel

1 Extension

Permits issued for the year: 66

Total Fees collected: \$29,904.85

Total value of work: \$1,493,700

Mapping:

Plans and as builts were pulled for departments to include pool plans for the parks, original sewer drawings for the sewer dept. and water lines for various requests through the month for availability and connections.

Zoning ordinances have been electronically codified, and previously issued zoning data from Ozarks Transportation Organization has been pulled into the gis software.

Prosecuting Clerk:

390 Open cases without dispositions

193 Open cases with dispositions, still pending payments

147 Probation cases

29 Deferred cases

The state of Missouri has issued fine amounts for municipal courts that have a violations bureau. Each municipality still charges their court cost with the fine amounts, but as of May 1, 2019 every violations bureau is using the same fine schedule. There are 102 charges that are plea and pay without a court appearance. A new violations bureau poster was created and is now posted in the front lobby to stay in compliance with the minimum operating standards set by the state. The police department will have shortened list on the envelopes they hand out road side when citations are issued.

CITY CLERK: (Informational only) MAY 2019

~Issued 9 Business Licenses

~Assisted other departments with grant paperwork and research.

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

~Updated website with new information.

~Assisted with gathering and writing articles for the Newsletter.

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

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

~Attended and assisted with Mayor's Meeting.

~Received notice that I have obtained my Missouri Registered City Clerk Certification.

~Attended Clerks training in Neosho.

~Completed Sunshine requests as received.

~Assisted with Business listings for FOG.

~Attended Employee Appreciation Day at the Mural.

EMERGENCY MANAGEMENT: (Informational only) MAY 2019

~Worked severe weather and reported damage to County.

~Worked flooding event with storms.

~Filed 1st Quarter Claim with EMPG.

~Working on updating Mitigation plan with County for next 5 years.

~Working on Tabletop exercise. Weather has continued to push it back.

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: May 1, 2019 - May 31, 2019	
Mailing Address: 224 W JACKSON ST, WILLARD, MO 65781				
Physical Address: 224 W JACKSON ST, WILLARD, MO 65781			County: Greene County	Circuit: 31
Telephone Number:		Fax Number:		
Prepared by: JESSICA TRUITT		E-mail Address:		
Municipal Judge: Kristoffer 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		12	291	122
B. Cases (citations/informations) filed		6	35	3
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		1	23	5
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)		0	14	0
6. dismissed by court		0	0	0
7. <i>nolle prosequi</i>		0	9	3
8. certified for jury trial (not heard in Municipal Division)		0	0	0
9. TOTAL CASE DISPOSITIONS		1	46	8
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]		17	280	117
E. Trial de Novo and/or appeal applications filed		0	0	0
<u>III. WARRANT INFORMATION (pre- & post-disposition)</u>				
1. # Issued during reporting period		30	<u>IV. PARKING TICKETS</u>	
2. # Served/withdrawn during reporting period		40	1. # Issued during period	
3. # Outstanding at end of reporting period		358	<input checked="" type="checkbox"/> Court staff does not process parking tickets	

MUNICIPAL DIVISION SUMMARY REPORTING FORM

COURT INFORMATION	Municipality: Willard Municipal Court	Reporting Period: May 1, 2019 - May 31, 2019
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V. DISBURSEMENTS

Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)		Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs, witness fees, and board bill/jail costs.	
Fines - Excess Revenue	\$4,603.00	Court Automation	\$609.38
Clerk Fee - Excess Revenue	\$605.00	Judicial Facility Srchg CT31	\$847.50
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$20.35	Law Enf Arrest-Local	\$817.17
Bond forfeitures (paid to city) - Excess Revenue	\$0.00	Total Other Disbursements	\$2,274.05
Total Excess Revenue	\$5,228.35	Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$11,199.17
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)		Bond Refunds	\$7.00
		Total Disbursements	\$11,206.17
Fines - Other	\$2,111.50		
Clerk Fee - Other	\$352.60		
Judicial Education Fund (JEF) <input type="checkbox"/> Court does not retain funds for JEF	\$87.05		
Peace Officer Standards and Training (POST) Commission surcharge	\$87.06		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$620.70		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$11.86		
Law Enforcement Training (LET) Fund surcharge	\$168.00		
Domestic Violence Shelter surcharge	\$0.00		
Inmate Prisoner Detainee Security Fund surcharge	\$0.00		
Sheriffs' Retirement Fund (SRF) surcharge	\$258.00		
Restitution	\$0.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$0.00		
Total Other Revenue	\$3,696.77		