

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

March 14, 2016

7:00 p.m.

Willard City Hall

224 W. Jackson Street

Mayor

Corey Hendrickson

Board Members

Michael Barr-Mayor Pro-Tem

Jamie Buckley

Samuel Snider

Paul Hood

Sam Baird

Larry Whitman

www.cityofwillard.org

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
March 14, 2016
7:00 P.M.**

Posted March 4, 2016

Notice is hereby given that the City of Willard, Missouri, Board of Aldermen will conduct a meeting at **7:00 p.m.** March 14, 2016 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. Approval of the Minutes from the regular meeting February 22, 2016.**
- 4. Ceremonial Matters.**
 - a. Swearing in of Police Officer Andrew Stone.
- 5. Citizen Input. (5 minutes each)**
- 6. Financial Reports.**
 - a. January 2015 Summaries.
 - b. January 2015 Financial Statements.
 - c. February and March 2016 Outstanding Invoices, Check and Draft Paid Invoices.
 - d. January 2015 Check Register.
 - e. February 2016 Water Loss Report.
 - f. February 2016 Utility Adjustments Report.
- 7. Department Head Reports.**
- 8. Ordinance amending Section 710.470 Sewer Rates. (2nd Read) Discussion/Vote.**
- 9. Ordinance amending Section 605.060 Terms of License. (2nd Read) Discussion/Vote.**
- 10. Ordinance amending Section 715.030 Identity Theft Prevention Program. (2nd Read) Discussion/Vote.**
- 11. Ordinance accepting the contract agreement with the Mark Chapman Band for entertainment at the 2016 Freedom Fest. (1st Read) Discussion/Vote.**
- 12. Discussion/Vote on bid approval for Parks Department big gym floor.**
- 13. Discussion/Vote on bid approval for Parks Department Baseball field repair.**

**CITY OF WILLARD
BOARD OF ALDERMEN
WORK STUDY/MEETING**

February 22, 2016

7:00 p.m.

Staff present: City Administrator, J. Everett Mitchell; City Clerk, Jennifer Rowe; Chief Financial Officer, Carolyn Halverson; Chief of Police, Tom McClain; and Director of Development, Randy Brown.

Citizens in attendance: Rick Stenberg, Duane Parker, Alice Mitchell and Representatives from Guy Logging and West Logging.

Pledge of Allegiance.

The Pledge of Allegiance was led by Mayor Hendrickson.

Call to Order.

Mayor Hendrickson called the meeting to order at 7:03 p.m.

Roll Call.

The City Clerk conducted the roll call. Alderman Buckley-present, Alderman Whitman-present, Alderman Snider-present, Alderman Barr-present, Alderman Baird-present, Alderman Hood-present and Mayor Hendrickson-present.

Agenda Amendments/Agenda Approval.

The City Administrator requested a change to the Agenda to add as number thirteen (13) a Discussion/Vote on selection of engineering firm RFQ for the Comprehensive Plan update. He also requested adding as number fourteen (14) a Discussion/Vote for the Mayor to execute the request for an Easement Agreement with Empire Electric. Motion was made by Alderman Baird and seconded by Alderman Barr to accept the agenda with the changes. The motion carried with a vote of 6-0. Voting aye: Aldermen Whitman, Buckley, Snider, Barr, Baird and Hood.

Approve the Minutes of the Regular Meeting on February 8, 2016.

The City Administrator noted a change needed to be made at the top of the second page. The Minutes indicate Budget year 2016, and that should be Budget year 2015. Motion was made by Alderman Whitman and seconded by Alderman Baird to approve the minutes with the change. The motion carried with a vote of 6-0. Voting aye: Aldermen Hood, Whitman, Buckley, Snider, Barr and Baird.

Citizen Input.

None.

Discussion/Vote on bid approval for Police Department Generator.

The Chief of Police discussed the need to allocate funds from his budget to allow for the install of the generator. His request was to use funds previously allocated for the front lobby security upgrade, as the generator was a great need at this time. The Chief received two (2) separate bid proposals for the install and indicated that the bid by AJ Power was the best. Alderman Buckley requested that a different size fuel tank be requested. Motion was made by Alderman Buckley and seconded by Alderman Barr to approve the bid by AJ Power and allow the Chief to move forward with the installation. The motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Whitman, Snider, Barr, Baird and Hood.

Discussion/Vote on bid approval for Police Department Logging.

The Chief of Police outlined the Lagoon area and what his plans were with the land. He discussed the bids that were received regarding the logging of fifty-five (55) walnut trees on the property. Duane Parker an

experienced forester who sits on the City Tree Board, also spoke regarding these trees and indicated that many of them had ice damage and were mature trees. The Board discussed the need to plant new trees within the City and Mr. Parker said that had already been done. The City Administrator noted that the money would be split up between the Police who would receive fourteen thousand (\$14,000) and the rest would go to Public Works. Motion was made by Alderman Baird and seconded by Alderman Snider to approve the Logging bid by Guy's Logging. The motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Baird, Hood, Barr, Whitman and Snider.

Ordinance adopting the 2016 General Code. (2nd Read). Discussion/Vote.

The City Clerk conducted the 2nd Read.

Motion was made by Alderman Barr and seconded by Alderman Hood to adopt the 2016 General Code. The motion carried with a vote of 6-0. Voting aye: Aldermen Baird, Hood, Barr, Whitman, Snider and Buckley.

Resolution adopting LAGERS benefits increase to level seven (7).

The Chief Financial Officer informed the Board that the City had completed the requirements made by the State regarding notification of LAGERS benefits change information. This Resolution is the final step in adopting the new benefit level. Motion was made by Alderman Barr and seconded by Alderman Baird to adopt the LAGERS benefits increase to level seven (7). Motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Whitman, Snider, Barr, Baird and Hood.

Ordinance amending Section 710.470 Sewer Rates. (1st Read) Discussion/Vote.

The City Administrator informed the Board that with the increase in the surcharges the City needed to amend the Ordinance to reflect the change in fees. Motion was made by Alderman Barr and seconded by Alderman Hood to amend Section 710.470 Sewer Rates. Motion carried with a vote of 4-2. Voting aye: Aldermen Whitman, Barr, Snider and Hood. Voting nay: Aldermen Buckley and Baird.

Ordinance amending Section 605.060 Terms of License. (1st Read) Discussion/Vote.

The City Administrator informed the Board that the City has had issues with a handful of businesses not wanting to follow the guidelines regarding renewal of their business license. He proposed an increase in the fee if licenses were not renewed by January 31st of each year, allowing a thirty (30) day grace period after the due date before the fees would be raised. Motion was made by Alderman Hood and seconded by Alderman Barr to amend Section 605.060 Terms of License. Motion carried with a vote of 4-2. Voting aye: Aldermen Whitman, Barr, Baird and Hood. Voting nay: Aldermen Buckley and Snider.

Ordinance amending Section 715.030 Identity Theft Prevention Program. (1st Read) Discussion/Vote.

The City Administrator informed the Board that amending this section was just a formality as the changes were passed in 2015. This would just make the City ordinances current with what is being charged. Motion was made by Alderman Hood and seconded by Alderman Buckley to amend Section 715.030 Identity Theft Prevention Program. Motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Whitman, Snider, Barr, Baird and Hood.

Discussion/Vote on selection of architectural firm RFQ for City Hall Security.

The Chief Financial Officer informed the Board that the City had three (3) separate RFQ's that were received regarding the City Hall Security update. The City Administrator, Chief Financial Officer, City Clerk, Director of Development and Mayor all participated in scoring each of the RFQ's to determine which one (1) should be chosen. GHN was deemed the most qualified by the voting process. Motion was made by Alderman Baird and seconded by Alderman Buckley to proceed with the City Hall Security project with GHN. Motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Whitman, Snider, Barr, Baird and Hood.

Discussion/Vote on selection of engineering firm RFQ for Comprehensive Plan update.

The Director of Development informed the Board that the City only received one (1) RFQ for the Comprehensive Plan Update. Two (2) other firms had indicated their desire to work with the City on future projects but said they were unqualified to do the Comprehensive plan. Motion was made by Alderman Baird

and seconded by Alderman Whitman to select Great River Engineering and proceed with the Comprehensive Plan update. Motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Whitman, Snider, Barr, Baird and Hood.

Discussion/Vote for the Mayor to execute the request for an Easement Agreement with Empire Electric.

The Director of Development informed the Board that Empire Electric and requested an Easement on Hunt Road to allow for the implementation of new electrical poles. He stated that this is something that would continue to encourage a good working relationship with Empire. Motion was made by Alderman Hood and seconded by Alderman Buckley to approve the Easement Agreement with Empire Electric. Motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Whitman, Snider, Barr, Baird and Hood.

New Business:

The City Administrator notified the Board that the contract for the City trash service was due to be renewed May 1st. Alderman Buckley had requested information earlier in the day about the contract. The Board indicated a request to end the contract with Republic and go out for bids for new trash services. Motion was made by Alderman Barr and seconded by Alderman Baird to cancel the contract with Republic and go out for bids. Motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Whitman, Snider, Barr, Baird and Hood.

Alderman Snider brought up the fact that the Aldermen do not have business cards to hand out to people. He asked if the Board would approve business cards for the Aldermen as there have been many times he needed to give his contact information to citizens and had to just write it down. Motion was made by Alderman Barr and seconded by Alderman Buckley to approve the purchase of business cards for the Aldermen. Motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Whitman, Snider, Barr, Baird and Hood.

Alderman Snider also wanted to point out the article regarding Downtown Café and the positive impact that would have on the City of Willard. He also requested that the City of Willard participate in the Convoy of Hope project on May 7, 2016. He indicated that Greene County, City of Springfield and Springfield Schools were contributing by passing out fliers and information. Alderman Snider is meeting with the Director for Convoy of Hope on Thursday February 25th, 2016 and wanted to know if the City would support it. The Board agreed to include information with the utility bills to get it out to our citizens. This will be done either in March or April of 2016 as February billing had already taken place.

Alderman Baird requested that the City not add additional items to the Agenda last minute, as it makes it very hard for the Board to make an informed decision when they do not have adequate time to review.

Unfinished Business.

The Director of Development updated the Board on the Annexation process. He also let them know the results of the OTO Meeting the week prior. The expansion of Highway 160 to a four (4) lane was not looking promising again this year.

Adjourn.

Motion was made by Alderman Barr and seconded by Alderman Whitman to adjourn. The motion carried with a vote of 6-0. Voting aye: Aldermen Buckley, Whitman, Snider, Barr, Baird and Hood.

The meeting was adjourned at 9:03 p.m.

Jennifer Rowe, City Clerk

Corey Hendrickson, Mayor of Willard

CITY OF WILLARD, MISSOURI

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AGENDA ITEM # 6

Financial Reports

(These will be sent directly from the CFO)

CITY OF WILLARD, MISSOURI

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AGENDA ITEM # 7

Department Head Reports

Public Works February 2016

Water:

- Repaired leak on Farm Road 101
- Repaired leak on Farm Road 97
- Water tap for Goodwin (Rock Building)
- Repaired leak at old fire station
- Water tap on Raintree
- Painted piping in the well houses
- Moved the Chlorine building at the Meadows water tower
- Covered exposed water line on Carl Avenue
- Covered exposed water line on New Melville

Sewer:

- Fixed the door on the Lagoon building
- Met with loggers at the Lagoons
- Met with City of Springfield over Annexation
- Met with Olsen Engineering over Meadows West

Streets:

- Ordered new signs and post to replace damaged signs

Willard Public Works Vehicle Maintenance February 2016

2013 Ford F-150 (#1)

*Total Maintenance Cost: \$

**YTD Maintenance Cost: \$105.36

2004 Chevrolet 3500 Diesel Dump Truck (#2)

- Transmission Filter (\$12.13)

*Total Maintenance Cost: \$12.13

**YTD Maintenance Cost: \$925.01

2003 Chevrolet 3500-Sewer (#3)

- Flat Tire Repair-Sawyer's (\$15.75)
- Battery x2 (\$205.28)
- Transmission Filter (\$12.13)

*Total Maintenance Cost: \$233.16

**YTD Maintenance Cost: \$410.25

1998 Dodge Ram 1500 Flatbed (#4)

- News Tire-Sawyer's x2 (\$350.36)

*Total Maintenance Cost: \$350.36

**YTD Maintenance Cost: \$1,197.74

2001 Chevrolet 1500 (#5)

- Masking Paper x2 (\$6.98)
- BLU Tape x2 (\$12.98)
- BLU Tape x2 (\$8.98)
- Drywall Knife (\$9.89)
- Drop Cloth (\$34.99)
- HEET (\$2.39)
- Exhaust Repair (\$7.99)
- Band Clamp x2 (\$19.78)
- Resonator (\$6.26)
- Band Clamp (\$9.89)
- Sensor Kit-Pinegar (\$174.18)
- Labor/Fees-Pinegar (\$392.73)

*Total Maintenance Cost: \$687.04

**YTD Maintenance Cost: \$1,500.19

2000 Chevrolet 2500 Flatbed (#6)

*Total Maintenance Cost: \$

**YTD Maintenance Cost: \$19.99

1993 Ford 350-Water (#7)

- Fuel Cap (\$8.74)
- Starter Motor Assembly-Republic Ford (\$198.14)
- Control Unit-Republic Ford (\$179.78)
- Labor/Supplies-Republic Ford (\$354.20)

*Total Maintenance Cost: \$740.86

**YTD Maintenance Cost: \$810.03

2002 Dodge Dakota (#8)

- Oil Filter x2 (\$7.46)

*Total Maintenance Cost: \$7.46

**YTD Maintenance Cost: \$530.77

1998 Chevrolet S-10

*Total Maintenance Cost: \$

**YTD Maintenance Cost: \$260.09

OshKosh Box Truck

- Battery (\$97.77)

*Total Maintenance Cost: \$97.77

**YTD Maintenance Cost: \$97.77

2006 International Dump Truck

*Total Maintenance Cost: \$

**YTD Maintenance Cost: \$96.73

2009 Case 580 Super M Backhoe

*Total Maintenance Cost: \$

**YTD Maintenance Cost: \$41.23

2007 Case Skid Steer

*Total Maintenance Cost: \$

**YTD Maintenance Cost: \$40.74

2001 John Deere 5220 (Batwing)

*Total Maintenance Cost: \$

**YTD Maintenance Cost: \$315.27

2010 John Deere 6330 (Boom)

*Total Maintenance Cost: \$

**YTD Maintenance Cost: \$334.55

1977 Ford 3600 Tractor

*Total Maintenance Cost: \$

**YTD Maintenance Cost: \$8.93

2009 Case IH JX90

*Total Maintenance Cost: \$

**YTD Maintenance Cost: \$38.17

2013 John Deere 997 Mower

*Total Maintenance Cost: \$

**YTD Maintenance Cost: \$289.34

2004 Kubota Mower

- Fuel Hose (\$3.29)
- Oil Filter x2 (\$6.28)

*Total Maintenance Cost: \$9.57

**YTD Maintenance Cost: \$20.26

Grasshopper 928D #1

*Total Maintenance Cost: \$

**YTD Maintenance Cost: \$22,46

2012 Kubota RTV1100

*Total Maintenance Cost: \$

**YTD Maintenance Cost: \$

Total Maintenance Cost For All Vehicles: \$2,138.35

YTD Maintenance Cost For All Vehicles: \$7,200.15

CURRENT VEHICLE MILEAGE (as of)	
#1	2013 Ford F-150
#2	2004 Chevrolet 3500 Diesel Dump Truck
#3	2003 Chevrolet 3500 Diesel Sewer Truck
#4	1998 Dodge Ram 1500 Flatbed
#5	2001 Chevrolet 1500
#6	2000 Chevrolet 2500 Flatbed
#7	1993 Ford F-350 Water Truck
#8	2002 Dodge Dakota
	1998 Chevrolet S-10

Parks and Recreation - Director's Report – March 14, 2016

Project Report

- **Summer 2016**
 - Staff is working on schedules and special events for the upcoming year
- **New Programs for 2016**
 - Doctor Seuss Green Eggs and Ham Breakfast: March 5
 - Other programs are in the planning stages
- **Winter Basketball – Ended March 5th**
 - Resident: 100
 - Non-Resident: 109
- **2016 Capital Improvements**
 - Jackson Park Pavilion Roof – Project Complete
 - Small Pavilion – Project Complete
 - Baseball Field Repairs – Bids Complete taking to BOA for Vote
 - GYM Floor Resurfacing – Bids Complete taking to BOA for Vote
 - Pool Feature – Discussion with BOA on March 14
- **Green Eggs and Ham Breakfast**
 - 16 Registered
- **Spring Soccer**
 - Resident: 150
 - Non-Resident: 136
 - Late Fees: 6
- **Spring Volleyball**
 - Resident: 32
 - Non-Resident: 36
 - Late Fees: 4
- **Kid-Venture Day: Spring Break**
 - March 7 – 48
 - March 8 – 48
 - March 9 – 63
 - March 10 – 44
 - March 11 – 50

Upcoming Programs / Events

- **The Great Easter Egg Hunt:** March 19
- **Indoor Yard Sale / City Wide Yard Sale:** April 16
- **Father Daughter Ball:** May 7
- **THE WAC Opening Day:** May 21
- **Pool Opens:** May 21
- **Summer Adventure Camp First Day:** May 23
- **Freedom Fest:** June 25

Other Information

- **Website – Visitors From 2/1/16 to 3/1/16**
 - www.willardparks.com – 2,925 unique visitors, 14,334 visitors
 - www.willardfreedomfest.com – 1,348 unique visitors, 2,847 visitors
 - www.willardaquatics.com – 853 unique visitors, 2,389 visitors
- **Facebook – 1538 likes as of 3/1/16**
 - <https://www.facebook.com/WillardParksAndRec>

**Willard Police Department
Monthly Report
Feb 2016**

Officer	Officer Statistics	Case #'s	Officer	Reserves	Case #'s	Hours
1601	Tom McClain, Chief	6	1640	Doug Thomas, Reserve	0	0
1602	Shannon Shipley, Lt./Det.	27	1641	Brian Gordon, Reserve	4	10.5
1603	Robert Bell, Cpl (FTO)	38	1642	JD Landon, Reserve	1	2.5
1604	Steve Purdy, Cpl./Investigator	62	1643	Davis Hughes, Reserve	0	
1605	Chris Higgins, Officer	48	1644			
1606	Aaron Roberts, Officer	32	1645	Brian Hinkle, Reserve	0	
1607	Kyle Gramley, Officer	25	1646	Andy Hunt, Reserve	0	
1608	Andrew Stone, Officer (on FTO)	44		TOTAL HRS		13
1609	Danny Wroolie, Officer	59				
1610	Trevor Guinn, Officer	73				
1630	Clint Heimbach, SRO	3				
1631	Wyatt Sharp, SRO	0				
	TOTAL INCIDENTS	384				

INCIDENT STATISTICS

Felony	6
Misdemeanor	15
Infraction	171
Other (Services)	196
HBO (Handled By Officers)	286

VEHICLE MAINTENANCE

VEHICLE	ODOMETER READING	MONTHLY MILEAGE	SHIFTS USED	MILES PER SHIFT	MAINTENANCE COST	
					MONTH	YTD
WPD-01 2009 Dodge Charger	132347 (estimate)	555	20	28	0.00	0.00
WPD-02 2013 Dodge Charger	46309	1737	33	53	\$204.31 Battery	\$839.26
WPD-03 2013 Dodge charger	52863	2015	33	61	0.00	\$34.95
WPD-04 2013 Dodge Charger	59507	970	18	54	0.00	0.00
WPD-05 2008 Dodge Charger-	163635	197	13	15	0.00	0.00
WPD-06 2013 Dodge Charger	49807	1146	17	67	0.00	\$621.64
WPD-08M 2008 Harley-Davidson Motorcycle	4,921	0	0	0	0.00	0.00

Planning and Development Report

March 14, 2016

Ongoing Projects –

Annexation of Rights of Ways – Staff has sent out certified letters to all adjacent property owners, Greene County officials, City of Springfield officials and has advertised in the Commonwealth newspaper in preparation of the Public Informational Meeting that will be held on March 16th, 2016 at the Willard Community Building from 6:00 - 8:00pm and the Public Hearing that will be held on March 22, 2016 at the regular scheduled Planning and Zoning meeting.

Hughes Rd. – In cooperation with Great River Engineering, city staff has requested an extension from MO DOT of four (4) months to complete the design plans and acquire MO DOT approval.

Jackson St. / Main St. Sidewalk Project – Staff has received comments back from MO DOT and has met onsite with MO DOT and Ollson to work out some concerns. Changes are currently being made and will be submitted back to MO DOT by the end of this month. MO DOT should approve by mid April and we should be ready to advertise for bids by the end of April.

R-1 Building Permits- 505 Logan, 824 Saratoga, 693 Becky

ATM Commercial Subdivision – Staff is waiting on drawings for Glenn's Automotive.

Minnick Subdivision – The Planning and Zoning Commission approved the preliminary plat on February 23, 2016.

Staff has received and reviewed a Sketch Plan for future subdivision development of the Snider property. This sketch plan will be presented to Planning and Zoning on March 22, 2016.

Comprehensive Plan – Staff has met with Great River Engineering to discuss the updating of the plan and the contract for services. Great River is supposed to be putting together an agreement that will be bought back to the Aldermen for approval.

Staff has attended several OTO Technical Planning Committee meetings over the last couple of weeks in relation to the Regional Priority Lists of Projects that includes the widening to four – lane of U.S. HWY 160. Staff received support from Greene County and City of Strafford and the Willard Fire Protection District and with their help got the project moved to #6 on the list of 18. There is no timeline for completion or funding currently available at the present time, however

staff continues to reiterate the safety issues that everyone faces traveling on the road and will continue to insist that this project needs to be constructed.

See attached minutes

If you have any questions feel free to contact me at City Hall.

Randy Brown

Director of Development

**OZARKS TRANSPORTATION ORGANIZATION
SPECIAL TECHNICAL PLANNING COMMITTEE MEETING MINUTES
February 17, 2016**

The Technical Planning Committee of the Ozarks Transportation Organization met at its scheduled time of 12:00 p.m. in the OTO Conference Room.

The following members were present:

Mr. Rick Artman, Greene County Highway	Mr. Kirk Juranas, City of Springfield
Mr. David Brock, City of Republic	Mr. Joel Keller, Greene County Hwy Dept. (a)
Mr. Randall Brown, City of Willard	Mr. Larry Martin, City of Ozark (Chair)
Mr. King Coltrin, City of Strafford (Vice-Chair)	Mr. Frank Miller, MoDOT
Mr. Travis Cossey, City of Nixa	Mr. Jason Ray, SMCOG
Ms. Dawne Gardner, City of Springfield (a)	Mr. Andrew Seiler, MoDOT
Mr. Adam Humphrey, Greene County	Mr. Todd Wiesehan, Christian County

(a) Denotes alternate given voting privileges as a substitute when voting member not present

The following members were not present:

Mr. Mokhtee Ahmad, FTA Representative	Mr. Mark Schenkelberg, FAA Representative
Mr. David Bishop, R-12 School District	Mr. Shawn Schroeder, Springfield-Branson National Airport
Mr. Justin Covan, Springfield Chamber of Commerce	Mr. Jeremiah Shuler, FTA Representative
Mr. Martin Gugel, City of Springfield	Ms. Mary Lilly Smith, City of Springfield
Mr. Rick Hess, City of Battlefield	Mr. Kelly Turner, City Utilities Transit
Mr. Tom Johnson, Missouri State University	Ms. Janette Vomund, MoDOT
Mr. Brad McMahan, FHWA	Ms. Eva Voss, MoDOT
Mr. Kent Morris, Greene County Planning	Mr. Terry Whaley, Ozark Greenways
Mr. Nicholas Konen, BNSF	

Others present were: Ms. Joelle Cannon, Senator Roy Blunt's Office; Mr. Eric Claussen, City of Springfield; Mr. Joshua Boley, Ms. Sara Fields, Mr. Jacob Guthrie, Ms. Natasha Longpine, and Ms. Debbie Parks, Ozarks Transportation Organization; Mr. Brandon Jensen, SMCOG.

Mr. Larry Martin, Technical Planning Committee Chair, called the meeting to order at 12:00 pm.

I. Administration
A. Introductions

B. Approval of the Technical Planning Committee Meeting Agenda

Mr. Cossey made the motion to approve the February 17, 2016 Technical Planning Committee meeting agenda. Mr. Juranas seconded and the motion carried.

C. Public Comment Period for All Agenda Items
None.

II. New Business

A. Prioritization of Projects for Possible Inclusion in the 2017-2021 STIP

Ms Fields stated that MoDOT revised the funding estimates after the passage of the FAST Act. The FAST Act gave MoDOT real numbers to work with. The urbanized areas may have money for new projects. The list here represents the scoring from the last Technical Planning Committee Meeting and is a starting point only. Some of the projects are already in the STIP. MoDOT also has some projects to fix safety ramps. There could be a set aside for intersection Cost Sharing. The proposed list takes into consideration safety and congestion issues. This list is based off the Amendment 7 list, but is broken into smaller pieces. The goal is to rank the projects from numbers 1-18 for the Board of Directors.

MoDOT is putting together an Asset Management Plan first. What funding is left for the OTO region will go to the prioritized project list.

Mr. Brown made the comment that the City of Willard U.S. 160 project should be looked at beyond scores. He stated it is only a two lane road with a quarry. The City of Willard faces the challenge of having a 5A school with 750 kids in attendance on a two lane road. The US 160 is a regional project that will benefit the northwest region.

Mr. Cossey had a question about project size. Ms. Fields stated that she broke the projects into parts from the Amendment 7 list. Staff tried to get around \$5 million for the project size, but the projects were just big. Mr. Cossey stated that US 160 was the City of Nixa's priority.

Mr. Brock stated that the I244 loop is a good top priority. The Interstate loop hits several communities and benefits the whole region. Mr. Juranas would second the support and agreed that it was a top priority. It is also a cheaper project.

Mr. Coltrin inquired if this was above and beyond the current funding. Ms. Fields stated that several factors contributed to the extra funding, having the FAST ACT, the State of Missouri receiving the extra revenue over the projections, and an improving economy. Mr. Coltrin stated that looking at the list the OTO has been investing in some of these areas in the past, but the City of Willard has not been touched. It is the one community that has not been touched. That stretch to Willard continues to sit and is a safety concern.

Mr. Brown stated that there was research done with the Willard Police Department, and there had been 125 accidents from the City of Willard to I-44 since 2011. Forty one wrecks

were from following too closely. Ms. Fields stated that this list includes crashes from the past 5 years.

Mr. Brock inquired how MoDOT puts roads on the MoDOT Safety List. Mr. Miller stated that it uses 5 mile segments and is pulled from the High Hazard list. Intersections are looked at as well. Statewide there is a priority on curves and shoulders. Expressways in Springfield and Clinton. On the OTO side the 1-60 corridor to Nixa is on the high hazard. When looking at fatality crashes the whole City of Ozark lit up. MoDOT is also looking at putting rumble strips outside the city area. Looking as well at the length of freeway ramps, that kind of compliments the interstate project. Bridges are doing well in the OTO area, the last critical bridge to be worked on in FY 2017.

Mr. Martin stated a list needed to be sent to the Board of Directors meeting. Mr. Brock inquired if the Committee was okay on the prioritization factors and if it was a good spread. Mr. Martin thought the list played out like it should with no real surprises. It takes out the subjective versus the objective.

Mr. Brown stated scores are relevant looking at the network. Looking at highway transportation there is a short piece missing to the City of Willard. The U.S. 160 project is ready to go with environmental, right-of-way, and design is partially completed. It was an Amendment 7 priority. He was speaking for the City of Willard citizens. Willard has done everything that has been asked. He requested the U.S. 160 be considered higher on the list.

Mr. Martin asked Mr. Brown if one segment of US 160 was more beneficial than the other segment. Mr. Brown said any segment is a start. Ms. Fields stated that the segment closer to Springfield made sense to start first. Mr. Artman stated that the Outer Roads would benefit Greene County, but remembers the US 160 discussion as far back as 1992.

Mr. Coltrin inquired on the intermodal aspect if it included bike and sidewalks. Ms. Longpine stated it only received points if it related to freight, connecting at least road and two other modes.

Mr. Coltrin stated that there should be some points for the Frisco Trail.

Mr. Cossey suggested that if the committee was okay with the top and bottoms scores, then the focus could be on reordering the middle projects with tied project scores. The interstate loop project is the only true regional project.

Mr. Martin stated that there appeared to be consensus the Willard project to number 6. Mr. Juranas requested that number 7 be for capacity from Kansas Expressway to National. Mr. Cossey requested that number 8 be Hwy 14, Ridgecrest to Cheyenne. Mr. Humphrey stated that if the committee agreed that the Willard U.S. 160 project ranked high then the second piece should not be all the way down the list. There was discussion on where to break the U.S. 160 piece. Mr. Claussen stated that the 60 Glenstone to 65 section is higher than Kansas to Nation in Springfield.

Mr. Brown stated he was making one last effort for Willard. While there might be more growth in other communities, it was important to have a safe four lane road to all the communities. Four-laning is a piece of the network. Mr. Miller asked where the point was

past the quarry. Mr. Brown stated to change U.S. 160 to 94 from 115, 94 was the quarry. Ms. Fields stated that engineering could pick a logical spot. Mr. Miller stated that there may still be a quarry climbing lane.

There was general discussion about the reprioritized list as shown on the screen.

Mr. Cossey made the motion to recommend the Prioritized List of Projects as shown on the screen to the Board of Directors. Mr. Brock seconded and the motion carried. There was one nay vote from Mr. Brown.

III. Adjournment

The meeting was adjourned at 1:15 p.m.

Willard Fire Protection District

P.O. Box 455 • Willard, MO 65781 • Administration 417.685.3114 • Fax 685.3116

Kenneth Scott, Fire Chief

February 18, 2016

RE: Proposed West Highway 160 Improvement

It was brought to my attention that there is a possibility of some unexpected funding by the FAST ACT for possible highway improvements in the southwest Missouri area. I understand that this is only a possibility and the OTO will factor into any of the priority ratings for project funding.

It would be irresponsible of me, as a representative of my fire district and a citizen of Greene County, if I did not get involved and voice my concerns favoring a highway expansion project for 160 Highway from I-44 to the City of Willard.

As Fire Chief, I have personally witnessed the tragedies' of this two lane highway. Willard is the location a 5A growing school district. Each morning and each afternoon, this school dumps approximately 800 teenage drivers onto a two lane highway. It is the only 5A school in Greene County that is not accessed by a 4 lane highway. Willard R-II is a larger school district in both attendance and square miles than competing projects on the OTO list of Rogersville and Ozark. We have overly brave young people being hurt and killed and the current highway shares some of the blame in my opinion. This highway is a safety issue.

The 160 project involving the City of Willard has been on a priority list for over 20 years. The cost of the project started at approximately 4.5 million and now after 20 years is pushing 14.5 million dollars. The City and community of Willard have been patient soldiers as other communities reap the rewards from past funded projects.

Traffic count assumptions for towns such as Ozark and Rogersville are convoluted with larger towns being the destination of motorists being included in the traffic count. I.E.: West Plains, Memphis, Branson, and Harrison Arkansas are all motorists being calculated into those communities traffic count. Willard is pretty much a standalone destination with the communities of Walnut Grove, Ash Grove, Dadeville all being feeder communities to Springfield through Willard with little or no tourist traffic to inflate traffic counts. Again, I think instead of considering just total numbers of traffic volume, the types of traffic and destination of the motorist should be considered.

WILLARD
FIRE AND RESCUE

I would also like MODOT to consider that Conco Quarry is the largest in the area. We are dumping hundreds of 40 ton trucks onto a two lane highway and they have an immediate grade to climb after their exit onto the highway. The slow ascent of these trucks cause numerous crashes and near misses. The west side of the Springfield–Branson Regional Airport, now that the terminal has moved, is rapidly developing. AVGARD, UPS, FedEx, are all being centered to the west of the airport with their main access being at Farm Road 115 and 160 Highway. The Missouri National Guard recently purchased property in this area. Truck traffic in the area will be increased even more as this area continues to develop.

I believe an OTO survey was done this last year concerning what people wanted from MODOT in the way of road improvement projects. If I remember right, the survey came back overwhelmingly favoring a 4 lane 160 Highway. I believe it was 3 to one as 160 Highway being the top of the list. What's the purpose of the survey if we base all decisions on volume alone?

I admit to being passionate about 160 Highway being 4 Lane. I have stuck my head in mangled cars and extricated teen age kids that I felt a better highway could have saved. They were young and brave and now deceased. I am happy for the other area residents who have seen road improvements in their area over the past 20 years, but I also feel that if this project is ever going to make it to the top of the priority list, someone has to say something. I truly want to thank you for your willingness to listen.

Sincerely,

Ken Scott, Fire Chief
Willard Fire Protection District

Sara,

I am adding this addendum for you concerning each intersection of 160 highway from I-44 to Willard.

Farm road 123 and 160 highway. Evergreen Baptist church has a populated home school with 400 students two days a week. Also the stop signs to the south on 123 are concealed by trees and give the optical illusion showing the stop sign to the north of the highway as being the place to stop for 160 highway.

Farm Road 115 and 160 highway. Intersection has become an entrance point to the west side of the airport for heavy truck traffic. Airport terminal has relocated and FED EX the AVGARD and several other companies are located here for air freight traffic. Also the southwest corner of this intersection is low. It pools water into the east bound lanes in heavy, heavy rain.

CITY OF WILLARD, MISSOURI

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



AGENDA ITEM # 8

**Ordinance amending Section 710.470 Sewer Rates. (2nd
Read)**

First Reading: February 22, 2016

Second Reading: _____

Council Bill No.: 16-05

Ordinance No.: 160222A

AN ORDINANCE

AN ORDINANCE repealing Title VII, Utilities, Chapter 710, Sewer Use and Sewer Rates, Article VII, Wastewater Charges and Rates, Section 710.470, Rates, of the Municipal Code of the City of Willard in its entirety and replaces it with a new Section 710.470..

WHEREAS, the City of Willard owns and operates a wastewater collection and treatment system permitted by the State of Missouri; and

WHEREAS, the City of Willard is under contract with the City of Springfield to provide certain services for the transportation and treatment of a portion of the total wastewater flow under the control of the City of Willard; and

WHEREAS, the City of Willard has conducted a rate study to determine the impact on its customers of both the increases related to those fees being charged by the City of Springfield, but also to the increased cost of operating and maintaining the wastewater collection and treatment system of the City of Willard; and

~~[WHEREAS, the City of Springfield is increasing its cost of providing those services on July 1, 2012 to not only the citizens of Springfield but to those satellite communities that rely on the City of Springfield for the transportation and treatment of their wastewater or portion thereof.]~~

WHEREAS, the City of Willard has found it necessary to raise the surcharge on rural customers from ten (10) percent to fifteen (15) percent.

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: The City does hereby repeal Title VII, Utilities, Chapter 710, Sewer Use and Sewer Rates, Article VII, Wastewater Charges and Rates, Section 710.470, Rates, of the Municipal Code of the City of Willard in its entirety and replaces it with the following:

SECTION 710.470: RATES

- A. The schedule of wastewater service rates, which shall be applied to the water usage of all residences, buildings, structures and users connected to the POTW, shall be as follows:
1. Effective February 22, 2016, the schedule of wastewater service rates shall be as follows:
 - a. There shall be assessed to each residential user of the POTW a basic customer charge of \$22.63 per month.
 - b. **There shall be assessed to each non-city resident user of the POTW a basic customer charge of \$26.03 per month for residential addresses and \$33.29 for commercial.**
 - c. **In addition to the basic customer charge per month, there shall be an additional monthly volume charge to all users which shall be computed as follows: \$5.05 per 1000 gallons for residential users and \$5.81 per 1000 gallons for rural residential and rural commercial users, or fraction thereof, used per month.**

B. *Connection Fees For New Users.* There is hereby established a charge to every new or expanded user of the POTW of the City of Willard. Said connection fee shall be in addition to the rates, fees and charges otherwise established under this Article. An expanded user of the POTW is a user which increases the size or number of water meters serving its property or premises. The connection fee will be in accordance with the following connection fee schedule and shall be based on the water meter size serving the property or premises.

Meter Size	Connection Fee
¾ "	\$900.00
1"	\$1,100.00
1 ½ "	\$1,300.00
2"	\$2,100.00
3"	\$4,000.00
4"	\$6,750.00
6"	\$13,300.00
8"	\$21,300.00
10"	\$31,900.00
12"	\$41,300.00

NOTE: Language that is Bold and Underlined has been added and language that has been [struck through and bracketed] shall be deleted.

Section 2: Savings Clause. Nothing in this ordinance shall be construed to affect any suit or proceeding now pending in any court, or any rights acquired, or liability incurred, nor any cause or causes of action occurred or existing, under any act or ordinance repealed hereby. Nor shall any right or remedy of any character be lost, impaired, or affected by this ordinance. In the event of any conflict between this ordinance and any other law, regulation or ordinance, the more restrictive shall apply.

Section 3: Severability Clause. If any section, subdivision, sentence, clause, or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The Board of Aldermen hereby declares that it would have adopted the ordinance and each section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid.

Section 4: This Ordinance shall be in full force and effect beginning on February 22, 2016.

Passed at meeting: _____

Mayor, Corey Hendrickson

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 ____ DAY OF _____, 2016.

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

1ST READ: _____

JAMIE BUCKLEY

LARRY WHITMAN

SAMUEL SNIDER

MICHAEL BARR

SAM BAIRD

PAUL HOOD

2ND READ: _____

YES

NO

JAMIE BUCKLEY

LARRY WHITMAN

SAMUEL SNIDER

MICHAEL BARR

SAM BAIRD

PAUL HOOD

CITY OF WILLARD, MISSOURI

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



AGENDA ITEM # 9

Ordinance amending Section 605.060 Terms of License. (2nd Read)

First Reading: _____

Second Reading: _____

Council Bill No.: _____

Ordinance No.: _____

AN ORDINANCE

AN ORDINANCE APPROVING THE AMENDMENTS TO THE CITY OF WILLARD MUNICIPAL CODE BOOK; CHAPTER 715. IDENTITY THEFT PREVENTION PROGRAM.

WHEREAS, the Board of Aldermen of the City of Willard, Missouri, has considered the amendments to the Willard Municipal Code Book;

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: The City does hereby approve the business regulations amendments as that document attached hereto and incorporated herein by reference as "Exhibit 1."

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

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI ON THE ____ DAY OF _____, 2016.

APPROVED BY:

MAYOR

ATTEST: _____, City Clerk

Approved as to form: _____, City Attorney

Council Bill No.: _____

Ordinance No.: _____

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

JAMIE BUCKLEY

LARRY WHITMAN

SAMUEL SNIDER

MICHAEL BARR

SAM BAIRD

PAUL HOOD

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

JAMIE BUCKLEY

LARRY WHITMAN

SAMUEL SNIDER

MICHAEL BARR

SAM BAIRD

PAUL HOOD

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

Ordinance amending Section 715.030 Identity Theft Prevention Program. (2nd Read)

First Reading: _____

Second Reading: _____

Council Bill No.: _____

Ordinance No.: _____

AN ORDINANCE

AN ORDINANCE APPROVING THE AMENDMENTS TO THE CITY OF WILLARD MUNICIPAL CODE BOOK;
CHAPTER 605: BUSINESS REGULATIONS

WHEREAS, the Board of Aldermen of the City of Willard, Missouri, has considered the amendments to the Willard Municipal Code Book;

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: The City does hereby approve the business regulations amendments as that document attached hereto and incorporated herein by reference as "Exhibit 1."

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

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI ON THE ____ DAY OF _____, 2016.

APPROVED BY:

MAYOR

ATTEST: _____, City Clerk

Approved as to form: _____, City Attorney

Council Bill No.: _____

Ordinance No.: _____

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

JAMIE BUCKLEY

LARRY WHITMAN

SAMUEL SNIDER

MICHAEL BARR

SAM BAIRD

PAUL HOOD

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

JAMIE BUCKLEY

LARRY WHITMAN

SAMUEL SNIDER

MICHAEL BARR

SAM BAIRD

PAUL HOOD



AGENDA ITEM # 11

Ordinance accepting the contract agreement with the Mark Chapman Band for entertainment at the 2016 Freedom Fest. (1st Read) Discussion/Vote.

Sponsored by the Parks Department

First Reading: _____

Second Reading: _____

Council Bill No.: _____

Ordinance No.: _____

AN ORDINANCE

ACCEPTING the proposal of the Mark Chapman Band to provide live entertainment for the City of Willard, and authorizing the Mayor to execute all necessary documents, on behalf of the City of Willard.

WHEREAS, the City of Willard has selected the Mark Chapman Band to provide said services as itemized in detail in Exhibit A as attached hereto;

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

Section 1: That the Mayor, on behalf of the City of Willard, Missouri is hereby authorized to accept the proposal of the Mark Chapman Band to provide the services described in Exhibit "A."

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

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 _____ DAY OF _____ 2016.

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO	ABSTAINED
_____ JAMIE BUCKLEY	_____	_____	_____
_____ LARRY WHITMAN	_____	_____	_____
_____ SAMUEL SNIDER	_____	_____	_____
_____ MICHAEL BARR	_____	_____	_____
_____ SAM BAIRD	_____	_____	_____
_____ PAUL HOOD	_____	_____	_____



Appearance Agreement

THIS AGREEMENT is entered into this 18th day of February, 2016 by and between the Performance Group ("PG") and Buyer identified below (collectively, the "Parties"). IN CONSIDERATION of the mutual promises set forth herein, and for other good and valuable consideration, the receipt of which is hereby acknowledged, the Buyer hereby engages PG to provide a Performance upon the following terms:

1) **Performance Group.** Mark Chapman Band

2) **Performance Group Contact/Authorized Agent.**

Kristi Hayes
1497 US HWY 60
Pierce City, Mo 65723
417.354.1772 (ph)
417.476.2312 (fax)

3) **Buyer Name and Address.**

Willard Freedom Fest
Contact: JC 417-880-7887

4) **Place of Performance.** _Willard Park_____

5) **Date of Performance.** Saturday, June 25, 2016

6) **Time of Performance.** 6:30/7pm – 10:30pm* breaks included along with fireworks display from appx. 9:30-10pm

7) **Breaks.** Up to but not exceeding 15 min per hour (as determined by PG).

8) **Performance Fee.** Buyer shall pay a Performance Fee of ___\$4500___, paid as follows:

A. A Deposit of _____0_____ upon execution of this Agreement.

B. The Balance of _____\$4500_____ paid in full **(hand delivered in a sealed envelope only to Mark Chapman or Kristi Hayes)** at load in, prior to the Performance*

***Checks made payable to Mark Chapman**

9) **Promotion.** N/A

10) **Insurance.** Buyer warrants and represents that it has, or shall obtain, sufficient personal injury and property damage liability insurance with respect to the activities of PG at the Place of Performance.

11) **Accommodations.** Buyer shall provide each member of PG with:

1. **Reasonable amounts of free water during the Performance**
2. **Performance area measuring at minimum 16 x 20**
3. **Electrical requirements: 4 – 20 amp circuits**
4. **Parking accommodations for easily accessible load in/out**

- ___N/A___ Tickets to the Performance.
- Lodging_____ N/A_____.
- Transportation _____N/A_____.

12) **Cancellation.** If Buyer cancels the Performance less than ___8___ weeks before the Date of Performance, Buyer shall pay PG, by the Performance Date, the above-identified Balance, as liquidated damages. The obligation of PG to perform shall be excused by detention of personnel by sickness, accidents, riots, strikes, epidemics, acts of God, Force Majure or any other legitimate condition beyond the control of PG.

13) **Merchandise.** PG shall retain 100% of profits from merchandise sold at the event.

14) **General.** This Agreement will be governed and construed in accordance with the laws of the State of Missouri. This Agreement constitutes the entire Agreement between the Parties.

15) **Additional Provisions.**

Sound/PA system will be provided all day starting at 12:00pm.

I have read and agree to all terms as written in this Agreement.

Buyer

By _____

Date _____

Performance Group

By (Mark Chapman Band Rep.)_____

Date _____



AGENDA ITEM # 13

**Discussion/Vote on bid approval for Parks
Department big gym floor.**

Sponsored by the Parks Department

Bids to Refinish Floor in Main Gym

B&B Hardwood Floors Inc \$1800

Hillyard, Inc \$1149

Superior Hardwood Floors \$4938.50

Jas

QUOTATION

B&B
HARDWOOD
FLOORS INC
742-2048

Cust. Name: *Willard Park*
Address: *2. Hwy. Willard*
Telephone: *742 5382*
Date: *2-17-16*

200 Hughes Rd. Willard, MO 65781

Materials

Quantity	Description	U.C.	Cost

Sales Tax on Material

Labor

Install New Floor		
Sand & Finish Floor	<i>2 coats sander, game lines, 2 coats gym finish</i>	<i>\$17,000⁰⁰</i>
Cost to Remove Waste from Job Site		
Cost to Remove Carpet, Pad, Staples, Tackstrip, etc.		
Cost to Remove and Reinstall Base Trim		
Misc. Labor	<i>prep & recast 1 coat gym finish</i>	<i>2000⁰⁰</i>
Repair Existing Floor	<i>Add to 2nd coat</i>	<i>1800⁰⁰</i>

Payment Due in Full Upon Job Completion

TOTAL QUOTE _____

Owners Responsibilities:

1. Remove furniture, appliances, and other obstructions from floor area.
2. Dust Control: Installation or sanding of your wood floors will create dust. Drape doorways, cover furniture, to protect areas from dust. Expect to have dust in work area. Heavier plastic works better.
3. Provide adequate power (electricity) to operate tools.
4. Provide and maintain proper conditions to allow drying of stains and finish - good air circulation, maintain temperature above 65 degrees and humidity below 65%, use heat in cold weather, use air conditioning or ventilation fans in warm weather. High humidity, lack of air movement or low temp. will cause poor finish quality.
5. Moisture Control and Jobsite Conditions: Moisture causes most all wood floor problems. Use of a vapor barrier, ventilation in crawl spaces is needed to contain ground moisture. Cupping or washboarding, cracks, squeaks, etc. are moisture related problems. Ask for more information on how to prevent moisture problems.
6. Ask for other printed information on how to care for and protect your wood floor.

Wood is a product of nature, hence it has its own natural beauty. Each piece of wood is unique. Your floor will have its own character, and cannot look exactly like another. Color variations enhance the natural beauty of the wood floor.

Jason Knight

From: Jason Iseminger [JIseminger@Hillyard.com]
Sent: Monday, February 29, 2016 8:38 AM
To: Operations@cityofwillard.org
Subject: Gym floor

Hey Jason. Here is the recap of our conversation this morning.

We will screen and clean the entire gym floor using 120 grit screen disc's. We will do a wet clean, then follow up with a dry dusting of the floor. Once the floor has dried about 3-4 hours, we will lay 1 coat of Hillyard 450 gym finish at an approximate 500 quake feet per gallon. The floor will need to be down for athletic events for 7-10 days, to ensure full curing.

I also mentioned some floors that we have recently done, and those included:

Willard Schools
Ash Grove Schools
Greenfield Schools
Lockwood Schools
Stockton Schools
Eldorado Springs Schools
Republic Schools
Boys and Girls Club of Springfield
City of Republic Community Center

You have approximately 6050 square feet of gym floor, at \$0.19, your price would be \$1,149 for all product and labor. Work will be done by J and M Gym Pros, LLC. We do have insurance and all needed paperwork to fit into the criteria set by the Board.

Please let me know if you have any questions.

Thank you for allowing us to quote on this.

Jason Iseminger

Sent from my iPhone

Managing your custodial purchases just got a whole lot easier at - www.hillyardb2b.com

HILLYARD, INC.
The Cleaning Resource
www.hillyard.com

* Please consider the environment before printing this email *

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6750 West Farm Road 68
Willard, Mo. 65781
417-597-0269



Superior Hardwood Floors

Estimate

For: Willard Rec Center Gym Floor
Willard, Mo
Jason and JC

Estimate No: 0
Date: February 19, 2016

Description	Quantity	Rate	Amount
Recoat gym floor. Clean floor, dry buff with 120 screen, tack and apply 2 coats oil base high gloss finish. Dry buff between coats of finish with maroon pad. Use Hilliard gym floor finish products	5,810	\$0.85	\$4,938.50*

* Indicates non-taxable item

Subtotal \$4,938.50
TAX (7.675%) \$0.00

Total \$4,938.50



AGENDA ITEM # 13

Discussion/Vote on bid approval for Parks Department Baseball field repair.

Sponsored by the Parks Department

Baseball Field Repair Bids

Budget: \$10,000

Turfmark Services

- \$5,900.00

Ozark Ballfields

- \$6,200.00

McDaniel Excavating

- \$7,500.00

CITY OF WILLARD
BID FORM – PROPOSAL
IFB # PKS021216

SUBMITTED BY TurfMark Services
Company Name

Pursuant to and in accordance with the above stated Invitation for Bid, the undersigned hereby declares that they have examined the IFB documents and specifications for the item(s) listed below. The undersigned proposes and agrees, if their Bid is accepted to furnish the item(s) submitted below, including delivery to Willard, Missouri in accordance with the delivery schedule indicated below and according to the prices products/services information submitted.
No Alternatives or Substitutions Will Be Considered

+ \$900

DELIVERY: F.O.B. DESTINATION

ACCEPT CREDIT CARD: YES _____ NO X

Prompt Payment Discount _____ % _____ Days, Net 30 Days

AFFIDAVIT OF COMPLIANCE IFB # PKS021216

To be submitted with Vendor's Bid

X We DO NOT take
exception to the IFB
Documents/Requirements.

_____ We TAKE exception to
the IFB
Documents/Requirements as
follows: Specific exceptions are
as follows:

Company Name TURFMARK SERVICES, LLC
By Mary M. Matthews Authorized Person's Signature
MARIC MATTHEWS, OWNER Print or type name and title of signer Company
Address P.O. BOX 939 OSAGE BEACH, MO 65065
573-434-7323 Telephone
Number _____ Fax Number _____
Date 2/28/2016

ADDENDA

Bidder acknowledges receipt of the following addendum:

- Addendum No. _____

Email MARIC @ TURFMARKSERVICES.COM

Federal Tax ID No. 45-3799170



Mark Matthews
P.O. Box 939
Osage Beach, MO 65065
573-434-7323
mark@turfmarkservices.com

Re: City of Willard IFB# PKS021216

Warranty of Materials and Workmanship:

TurfMark Services, LLC shall warrant all materials and workmanship associated with IFB# PKS021216. This warranty shall commence upon satisfactory completion of the project scope and shall extend for a period of (1) year from the date of completion. This warranty includes the quality of materials used and the workmanship by which they are installed.

This warranty authorized by:

Mark T. Matthews
President/Owner
TurfMark Services, LLC

CITY OF WILLARD
BID FORM – PROPOSAL
IFB # PKS021216

SUBMITTED BY Ozark Ballfields
Company Name

Pursuant to and in accordance with the above stated Invitation for Bid, the undersigned hereby declares that they have examined the IFB documents and specifications for the item(s) listed below. The undersigned proposes and agrees, if their Bid is accepted to furnish the item(s) submitted below, including delivery to Willard, Missouri in accordance with the delivery schedule indicated below and according to the prices products/services information submitted.
No Alternatives or Substitutions Will Be Considered

DELIVERY: F.O.B. DESTINATION

ACCEPT CREDIT CARD: YES _____ NO
Prompt Payment Discount None % _____ Days, Net _____ Days

AFFIDAVIT OF COMPLIANCE IFB # PKS021216

To be submitted with Vendor's Bid

____ We DO NOT take
exception to the IFB

Documents/Requirements.

We TAKE exception to
the IFB

Documents/Requirements as

follows: Specific exceptions are

as follows: Bid not eligible for "Piggy-Back" by other agencies.

Company Name Ozark Ballfields

By Jeff Barnes Authorized Person's Signature

Jeff Barnes, Owner Print or type name and title of signer Company

Address 4320 N. Farm Rd 135, Springfield, MO 65803

Telephone _____

Number (417) 350-4332 Fax Number none

Date 2-29-2016

ADDENDA

Bidder acknowledges receipt of the following addendum:

Addendum No. _____

Email jeff@ozarkballfields.com

Federal Tax ID No. 485 74 5184



BID

Ozark Ballfields

FEBRUARY 29, 2016

4320 N Farm Rd 135
Springfield, MO 65803
417 350-4332
jeff@ozarkballfields.com

TO City of Willard
Willard, MO 65781

SALESPERSON	JOB	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
	Upper Rec. Center baseball infield.			ASAP upon issuance of purchase order.	Net 30	

QTY	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
5	1	Import topsoil - Oklahoma sand/clay mix - 25 ton load	\$900.00	\$4500.00
1	2	Rototill new material into existing to combat layering.	\$150.00	\$150.00
1	3	Roll infield to compact mix.	\$150.00	\$150.00
1	4	Laser grade infield at .8% cone - 6" crown in center.	\$1250.00	\$1250.00
1	5	Cut outfield to allow drainage from baselines.	\$150.00	\$150.00
		Items 2-5 include cost for machine time and labor.		
		Cost per hour for spreading additional material - \$75.00/hour.		
		I guarantee infield material to be an excellent infield material, free of rocks. I guarantee field to be graded as per bid specs for 1 year.		
SUBTOTAL				\$6200.00
SALES TAX				0
TOTAL				\$6200.00

Bid prepared and authorized by: 

CITY OF WILLARD
BID FORM – PROPOSAL
IFB # PKS021216

SUBMITTED BY McDaniel Excavating
Company Name

Pursuant to and in accordance with the above stated Invitation for Bid, the undersigned hereby declares that they have examined the IFB documents and specifications for the item(s) listed below. The undersigned proposes and agrees, if their Bid is accepted to furnish the item(s) submitted below, including delivery to Willard, Missouri in accordance with the delivery schedule indicated below and according to the prices products/services information submitted.
No Alternatives or Substitutions Will Be Considered

DELIVERY: F.O.B. DESTINATION

ACCEPT CREDIT CARD: YES _____ NO X

Prompt Payment Discount _____ % _____ Days, Net 30 Days

AFFIDAVIT OF COMPLIANCE IFB # PKS021216

To be submitted with Vendor's Bid

X We DO NOT take
exception to the IFB

Documents/Requirements.

_____ We TAKE exception to
the IFB

Documents/Requirements as
follows: Specific exceptions are
as follows:

Company Name McDaniel Excavating

By Bryan McDaniel Authorized Person's Signature

Bryan McDaniel Print or type name and title of signer Company

Address 4432 N Farm Road 205 Sturtevant MO

Telephone _____

Number 417-299-3225 Fax Number _____

Date 2-29-16

ADDENDA

Bidder acknowledges receipt of the following addendum:

Addendum No. _____

Email _____

Federal Tax ID No. _____

CITY OF WILLARD STATEMENT OF "NO BID" IFB # PKS021216

Bid # PKSO.21216

Ballfield Grading #7500⁰⁰

Graded areas guaranteed against ponding
for 1 year.

✓
Thanks, Bryan McDaniel



Ordinance accepting the request by Jack Minnick for approval of the Green Acres Subdivision to be located at 119 N. State Highway Z. Parcel # 880723301002. (1st Read) Discussion/Vote.

(City Clerk will be requesting an Agenda change to change this topic to a Discussion/Vote as opposed to an Ordinance. No ordinance needed for a preliminary plat.)

Sponsored by the Director of Development.

Background Report for Green Acres Subdivision
Preliminary Plat

3-14-16

Location – Northwest corner of the intersection of State Highway Z and Jackson St.

Applicant/ Current owner – Jack and Fran Minnick

119 N. State Hwy Z, Willard, Mo.

Existing Zoning – R-1

Proposed Zoning R-1

Surrounding Land Uses:

North – R-1

South- Buffered by the Ozarks Greenway Trail

East- vacant agriculture

West – R-1 PDD

History : The property owner does not want to mow seven (7) acres, so he has decided to split into five (5) tracts and sell four of the five for buildable lots.

Comprehensive Plan: The Comprehensive Plan Future Land Use Map shows the tract as R-1

Waste water – Sanitary sewer will have to be extended to serve all five (5) tracts. Sewer is available for connection at the end of Holly Ridge Rd. This will not require a DNR Construction permit due to the length of extension but Engineered stamped drawings have been received.

Water – Water service is available from both Z HWY and Holly Ridge Rd. Engineered drawings have been received.

Transportation – MO DOT has agreed to allow two (2) driveway access onto State HWY Z. The other two (2) tracts can be accessed from Holly Ridge Rd. The exact driveway locations have yet to be approved by MO DOT, however recent conversations have indicated options that can be worked thru by the time of final plat approval request.

Storm water – The property is not located in a designated FEMA Floodplain. The property primarily drains to the north, south and west to the Greenway Trail or Frisco Railroad ROW. Engineered calculations have been reviewed and show no impact will occur to the adjacent properties. The storm water engineering report indicated that the total volume of detention required for the three drainage areas equaled 929 cu. ft. Section 400.1460 of the Willard Municipal Code provides for an alternate buy out option. Based on the calculation a \$2.00 per cu. ft. charge would equate to a \$1858.00 fee being paid by the owner/developer.

Staff Comments: The owner is requesting to subdivide in five lots and retain the lot where the existing house is located. The lots are large enough to build on, however due to the pipeline easement careful placement / layout is recommended on lots #3 & #4. Based on the requirements of Section 400.1180 being met except for the covenants and restrictions being submitted, staff would ask for your consideration to recommend approval so that this project can move forward.

Director of Development

Randy Brown

929 cfs x 2.00 = \$1858⁰⁰



MINNICK SUBDIVISION STORMWATER SUMMARY

Description:

The proposed Minnick Subdivision consists of approximately 6.6 acres located northwest of and adjacent to the intersection of State Route Z and Jackson Street in Willard, Missouri. It is proposed by the subdivision that the site be divided into 5 single family residential lots, each being over an acre in size. The undeveloped site is generally characterized by open, gently sloped fescue and the presence of a single family house and detached shop building. The site generally slopes from a high point near the east central portion of the property (near the existing house) to the west, north and south at a slope of 1 to 2%. To the east, Route Z blocks flow from offsite and there are not any substantial offsite flows from other areas. The attached Exhibit 'A' shows the approximate drainage areas (3) that comprise the property.

Estimated Drainage Area Flows:

Stormwater flow generally occurs in three drainage areas, labeled on the attached exhibit as "A", "B", and "C", and with each correlating roughly with the directions west ("A"), north ("B") and south ("C"). Flows have been estimated as follows:

Area "A":

Area (a) = Approximately 2.67 acres

$C_u = 0.15$

$C_d = 0.20$ (from regulations for 1 acre lots)

$T_c = 5$ min.

$I_{100} = 9.40$ inches/hour

$Q_{100} = 8.93$ cfs

Detention Volume:

$$R = I_{100} * (C_d - C_u) = 9.40 \text{ in./hr.} * (0.20 - 0.15) = 0.47$$

$$V(\text{volume}) = A * T_c * R * 60 \text{ min./hr.} = (2.6 \text{ ac.}) * (5 \text{ min.}) * (0.47) * (60 \text{ min./hr.}) = 367 \text{ c.f.}$$

Area "B":

Area (a) = Approximately 1.45 acres

$C_u = 0.15$

$C_d = 0.20$ (from regulations for 1 acre lots)

$T_c = 5$ min.

$I_{100} = 9.40$ inches/hour

$Q_{100} = 4.67$ cfs

Detention Volume:

$$R = I_{100} * (C_d - C_u) = 9.40 \text{ in./hr.} * (0.20 - 0.15) = 0.47$$

$$V(\text{volume}) = A * T_c * R * 60 \text{ min./hr.} = (1.45 \text{ ac.}) * (5 \text{ min.}) * (0.47) * (60 \text{ min./hr.}) = 205 \text{ c.f.}$$

ANDERSON  ENGINEERING
EMPLOYEE OWNED

January 12, 2016

Mr. Randy Brown
CITY OF WILLARD
224 W. Jackson St., P.O. Box 187
Willard, MO 65781

Re: MINNICK SUBDIVISION

Dear Mr. Brown,

Please find the attached plans related to the provision of water and sewer services for a 5 lot subdivision proposed by Mr. Jack Minnick at the northwest corner of the Route Z and Jackson Street intersection. Mr. Minnick is proposing to subdivide approximately 6.6 acres into 5 lots, each being over an acre in size, with one lot including the existing residence located on the property. The proposed work includes the short extension of a sewer main (under 1,000 feet) and does not require a DNR permit. Water services may all be made directly to the existing mains and no extensions are proposed.

The proposed site generally drains stormwater from a high point near Mr. Minnick's house in three directions. A majority of the site flows to the west while some smaller flows will go to the north and south. Flow in each drainage area generally spreads and flows across surfaces of fescue and or other grasses that slow runoff and absorb some water. The volume of stormwater was estimated for each of the drainage areas, considering developed characteristics, and it was found that the anticipated flow from each drainage area would be less than 9 cfs. Due to the large size of the lots, and small area draining in any one direction, it is not believed that stormwater detention or other basins would be beneficial and it is proposed that they not be provided. Attached is a summary of the stormwater anticipated for the proposed subdivision.

The plats for this proposed development are being provided by others and the provision of water and sewer easements will be coordinated for the final plat.

Do not hesitate to contact us should you have any questions or require any additional information.

Thanks.

Sincerely,

ANDERSON ENGINEERING, INC.


Andrew T. Novinger, PE

Cc: Jack Minnick

Encl.

AndersonEngineeringInc.com

2045 W. Woodland, Springfield, Missouri 65807 • Phone: 417.866.2741 • E-mail: info@andersonengineeringinc.com

CIVIL ENGINEERING • SURVEYING • STRUCTURAL • GIS • MUNICIPAL • GEOTECHNICAL/DRILLING • MATERIALS TESTING

Area "C":

Area (a) = Approximately 2.53 acres

$C_u = 0.15$

$C_d = 0.20$ (from regulations for 1 acre lots)

$T_c = 5$ min.

$I_{100} = 9.40$ inches/hour

(from regulations for 1 acre lots)

$Q_{100} = 4.67$ cfs

Detention Volume:

$$R = I_{100} * (C_d - C_u) = 9.40 \text{ in./hr.} * (0.20 - 0.15) = 0.47$$

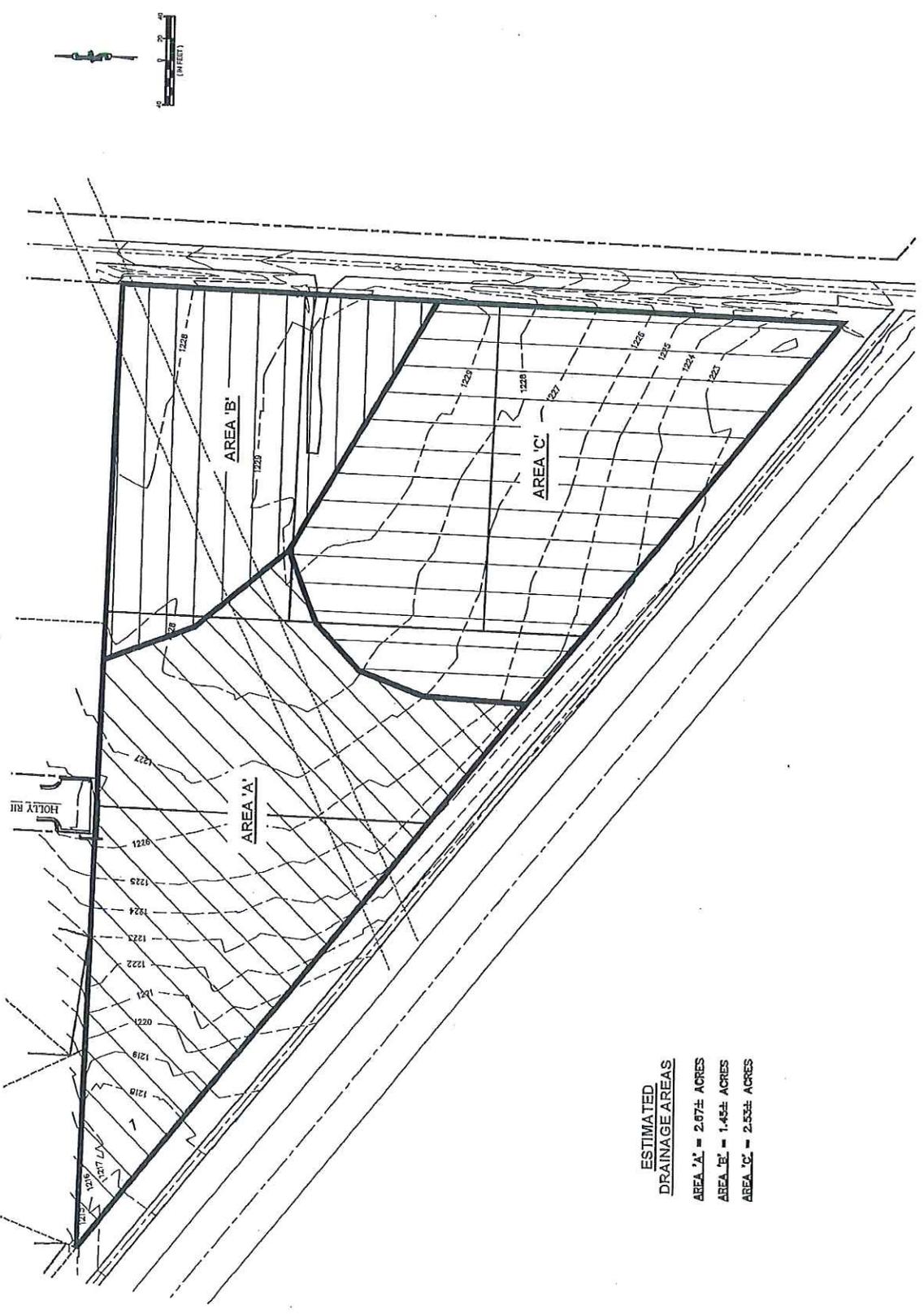
$$V (\text{volume}) = A * T_c * R * 60 \text{ min./hr.} = (2.53 \text{ ac.}) * (5 \text{ min.}) * (0.47) * (60 \text{ min./hr.}) = 357 \text{ c.f.}$$

Conclusions:

Detention basins to serve each of the areas evaluated are estimated to require volumes under 370 cf with flows from each area estimated to be under 9 cfs. These small basins would likely provide minimal benefit to downstream conditions and are believed to be generally ineffective. In addition, each drainage area is sloped at 2% (or less) with flow spread out over fescue ground cover providing a buffer prior to leaving the site. Trying to concentrate and store this runoff may result in more detrimental issues than leaving it as spread flow. Offsite flows are believed to be minimal and it is not anticipated that the proposed development would significantly affect downstream conditions. Therefore, it is proposed that detention or other basins not be provided.



NO.	REVISION	DATE



ESTIMATED
 DRAINAGE AREAS
 AREA 'A' = 2.67± ACRES
 AREA 'B' = 1.45± ACRES
 AREA 'C' = 2.53± ACRES



AGENDA ITEM # 15

**Ordinance accepting Project 9900 (841) STP-Urban revised Agreement with the Missouri Highways and Transportation Commission. (1st and 2nd read)
Discussion/Vote.**

Sponsored by the Director of Development.

First Reading: 03-14-2016
Council Bill No.

Second Reading: 03-14-2016
Ordinance No.:

AN ORDINANCE

AUTHORIZING AND ACCEPTING THE REVISED SURFACE TRANSPORTATION PROGRAM (STP) URBAN PROGRAM AGREEMENT FUNDS FOR THE DESIGN OF A SIGNALIZED INTERSECTION FOR PROJECT STP-9900 (841)

WHEREAS, the City of Willard has entered an agreement with the Missouri Highways and Transportation Commission for the design of a signalized intersection for the project identified as STP 9900 (841); and

WHEREAS, the Commission and the City now desire to revise the original Agreement as provided in the attached supplemental agreement marked Exhibit "A."

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

Section 1: The Mayor is authorized to accept and enter into the agreement authorizing and accepting the Surface Transportation Program Funds for the design of a signalized intersection with turn lanes at the intersection of Route 160 and Hughes Road in Willard, Missouri.

Section 2: Savings Clause. Nothing in this ordinance shall be construed to affect any suit or proceeding now pending in any court, or any rights acquired or liability incurred, nor any cause or causes of action occurred or existing, under any act or ordinance repealed hereby. Nor shall any right or remedy of any character be lost, impaired or affected by this ordinance. In the event of any conflict between this ordinance and any other law, regulation or ordinance, the more restrictive shall apply.

Section 3: Severability Clause. If any section, subdivision, sentence, clause or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The Board of Aldermen hereby declares that it would have adopted the ordinance and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one (1) or more sections, subsections, sentences, clauses or phrases be declared invalid.

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

READ TWO (2) TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI ON THE ____ DAY OF _____ 2016.

Approved as to form: _____
City Attorney

Attested by:

Approved by:

Jennifer Rowe, City Clerk

Corey Hendrickson, Mayor

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

YES NO ABSTAINED

JAMIE BUCKLEY

LARRY WHITMAN

SAMUEL SNIDER

MICHAEL BARR

SAM BAIRD

PAUL HOOD

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

YES NO ABSTAINED

JAMIE BUCKLEY

LARRY WHITMAN

SAMUEL SNIDER

MICHAEL BARR

SAM BAIRD

PAUL HOOD

CCO Form: FS11-SUP
Approved: 05/02 (BDG)
Revised: 01/15 (MWH)
Modified:

Greene County
City of Willard
Project STP-9900(841)

CFDA Number: CFDA #20.205
CFDA Title: Highway Planning and Construction
Award name/number: STP-9900(841) TIP# WI1501
Award Year: 2015
Federal Agency: Federal Highway Administration, Department of Transportation

**MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION
STP-URBAN PROGRAM
SUPPLEMENTAL AGREEMENT**

THIS SUPPLEMENTAL AGREEMENT is entered into by the Missouri Highways and Transportation Commission (hereinafter, "Commission") and the City of Willard (hereinafter, "City").

WITNESSETH:

WHEREAS, on April 2, 2015 the Commission and the City previously entered into a STP-Urban Funds Agreement as to public improvements designated as Project STP-9900(841), for the design of a signalized intersection with turn lanes at the intersection of Route 160 and Hughes Road, (hereinafter, "Original Agreement"); and

WHEREAS, the Commission and the City now desire to revise the Original Agreement as provided in this Supplemental Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations contained herein, the parties agree as follows:

(1) REVISION: Exhibit B of the Original Agreement is hereby removed and replaced with the following:

Exhibit B – Project Schedule

Project Description: STP-9900(841)

Task	Date
Date funding is made available or allocated to recipient	01/2015
Solicitation for Professional Engineering Services	03/2015
Engineering Services Contract Approved	05/2015
Preliminary and Right-of-Way Plans Submittal(if Applicable)	
Plans, Specifications & Estimate (PS&E) Submittal	03/2016
Plans, Specifications & Estimate (PS&E) Approval	09/30/2016
Construction Contract Award (REQUIRED)	09/30/2016

*Note: the dates established in the schedule above will be used in the applicable ESC between the sponsor agency and consultant firm.

**Schedule dates are approximate as the project schedule will be actively managed and issues mitigated through the project delivery process. The Award Date or Planning Study Date deliverable is not approximate and requires request to adjust.

(2) ORIGINAL AGREEMENT: Except as otherwise modified, amended, or supplemented by this Supplemental Agreement, the Original Agreement between the parties shall remain in full force and effect and shall extend and apply to this Supplemental Agreement as if fully written in this Supplemental Agreement.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the date last written below.

Executed by the City this _____ day of _____, 2016.

Executed by the Commission this _____ day of _____, 2016.

MISSOURI HIGHWAYS AND
TRANSPORTATION COMMISSION

CITY OF WILLARD

Title: _____

By _____
Title: _____

ATTEST:

ATTEST:

Secretary to the Commission

By _____
Title: _____

Approved as to Form:

Approved as to Form:

Commission Counsel

Title: _____

Ordinance No.: _____