

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, 2024

6:00 p.m.

Willard City Hall

224 W. Jackson St.

Mayor

Sam Baird

Board Members

Troy Smith - Mayor Pro-Tem

David Keene

Scott Swatosh

Casey Biellier

Joyce Lancaster

Carol Wilson

CITY OF WILLARD, MISSOURI

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Agenda Item #2

Agenda Amendments/Approval of Agenda

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
June 10, 2024
6:00 P.M.**

Posted on June 6, 2024, at 2:00 p.m.

Notice is hereby given that the City of Willard, Missouri, Board of Aldermen will conduct a meeting at **6:00 p.m.** June 10, 2024, at the Willard City Hall, 224 W. Jackson St., Willard, MO.

The tentative agenda of this meeting includes:

PLEDGE OF ALLEGIANCE

Call the meeting to order.

1. Roll Call

2. Agenda Amendments/Approval of Agenda

3. Consent Agenda:

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

- a. Minutes from the Regular Meeting May 29, 2024
- b. May/June 2024 Outstanding invoices, checks and draft paid invoices
- c. Department Head Reports
- d. Board Attendance Report

**4. Current Outstanding Invoices, Draft and Check Paid Invoices for May/June 2024.
Discussion/Vote**

5. Citizen Input

6. Swearing in of new Police Officer, Anthony Wayne Hickox.

**7. Adopt New Organizational Chart as amended from the 5/13/24 BOA Meeting.
Discussion/Vote**

**8. Appoint City Administrator, Wes Young, as the voting alternate to the Ozarks
Transportation Organization Board of Directors.**

9. Fireworks Sales Dates. Discussion/Vote

10. Election Cost from 5/13/2024 BOA Meeting. Discussion/Vote

11. **Final Plat for ATM Square. Discussion/Vote**
12. **Ordinance Adding an Inflow and Infiltration Section to the Municipal Code. (2nd Read) Discussion/Vote**
13. **Building Code Adoption 2018 International Codes – 500.010. Discussion**
14. **Fee Changes Defined All Fees – 500.110, Fee Changes Defined Building Fees – 500.110, Fees Mixed Aldermen – 500.110. Discussion**
15. **Capacity and Facility Fees 500.115 New Fee Section. Discussion**
16. **Police Retention via Shift Differential and Pay Schedule. Discussion/Vote**
17. **Ordinance Amended 2024 Budget. (1st Read) Discussion/Vote**
18. **Water Tower #2. Discussion**
19. **New Business**
20. **Unfinished Business**
21. **Adjourn Meeting**

IF YOU HAVE SPECIAL NEEDS WHICH REQUIRE ACCOMMODATION, PLEASE NOTIFY THE CITY PERSONNEL AT CITY HALL. ACCOMMODATION 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.

Janice Gargus
City Clerk



Consent Agenda Item #3

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

- a. Minutes from the Regular Meeting May 29, 2024
- b. May/June 2024 outstanding invoices, checks and draft paid invoices
- c. Department Head Reports
- d. Board Attendance Report

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Consent Agenda Item #3a

Minutes from the Regular Meeting May 29, 2024

CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
May 29, 2024
6:00 p.m.

Staff present: City Administrator Wesley Young, Director of Finance Carolyn Halverson, Police Officer J.D. Landon, Police Chief Thomas McClain, Director of Parks and Rec Jason Knight, City Clerk Janice Gargus, Director of HR Dona Slater, City Attorney Nate Nickolaus, and Planning and Zoning Director Mike Reusch, Project Manager Steven Bodenhamer.

Attendees: Larry Jones, Blake Pace - CPA, James Stagner, Steve Cobb, Larry Whitman

The tentative agenda of this meeting includes:

PLEDGE OF ALLEGIANCE

Call the meeting to order.

Mayor Sam Baird called the meeting to order at 6:00 p.m.

1. Roll Call

The City Clerk conducted the Roll Call.

Present: Alderman Troy Smith, Alderman Casey Biellier, Alderman Joyce Lancaster, Alderman Scott Swatosh, Alderman Carol Wilson, and Mayor Sam Baird

2. Agenda Amendments/Agenda Approval

Mayor Baird brought it to attention that per City Attorney, Holly Dodge, Items # 16 and # 17 can be combined to close the open session and open the closed session with the same motion. Motion was made by Alderman Smith and seconded by Alderman Biellier to amend the agenda to combine Items #16 and # 17. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Swatosh, and Wilson.

3. Consent Agenda

Motion was made by Alderman Smith and seconded by Alderman Biellier to approve the consent agenda. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Swatosh, and Wilson.

4. Current outstanding invoices, and draft and check paid invoices for April/May 2024.

Discussion/Vote

Motion was made by Alderman Smith and seconded by Alderman Biellier to approve the current outstanding invoices, and draft and check paid invoices for April/May 2024. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Swatosh, and Wilson.

5. Citizen Input

Citizen James Stagner spoke to the Board of Aldermen about his desire to see the dates for fireworks sales to be extended. Ultimately, he was told the dates will not change, however, the Board of Aldermen did agree to look at the current code and discuss it. Mr. Stagner was invited to return to the next meeting to hear the discussion.

6. Presentation of 2023 Internal Audit by Decker & DeGood PC

Blake Pace, CPA, gave details of the audit stating there was nothing negative found and stated that Chief Financial Officer, Carolyn Halverson, did a great job organizing the information needed to conduct the audit. Mr. Pace stated the City of Willard is operating in the plus and should have no financial worries if the operating budget continues as it is currently working.

7. Final Plat for ATM Square. Discussion/Vote

There was much discussion about the need for the sidewalks and the bridge and who should be responsible for paying for those items. Mayor Baird stated that in the past there were too many issues agreed upon verbally and that he's confident Mike Reusch will bring the city up to speed by putting all details in writing in the future. At this point, if the developer doesn't agree to cover the costs of the sidewalks, the city will have to pay. Mike Reusch has submitted documents to FEMA to have the specific lots currently considered to be in a flood plain upgraded to not being classified as a flood plain. The City Attorney recommended a motion should be entertained to send the ATM Square Plat back to Planning and Zoning to determine the cost and or distance that the developer should pay and the cost the city will agree to pay. Per the City Attorney, a motion was made by Alderman Smith and seconded by Alderman Biellier to return the ATM Square Plat to Planning and Zoning and have Mike Reusch ask the developer to agree to and place in writing that the developer will pay for 600 feet of sidewalk from the west property line heading east and north of New Melville. Motion carried with a vote of 4-1. Voting aye: Aldermen Smith, Biellier, Swatosh, and Wilson. Voting nay: Alderman Lancaster.

8. Appoint members to the Board of Adjustments. Discussion/Vote

a. Ray Cook

b. Jeremy Hill

Motion was made by Alderman Smith and seconded by Alderman Lancaster to appoint Ray Cook to a one-year term and Jeremy Hill to a two-year term.

9. Police Retention via Shift Differential and Pay Structure. Discussion

Police Chief, Thomas McClain presented a PowerPoint presentation and discussed why he feels he is unable to retain police officers and asked for the Board of Aldermen to consider increasing starting pay, adding shift differential pay, and take-home cars to retain current officers and attract new officers. Chief McClain also discussed options for obtaining a newer fleet of cars for the department. This issue will be discussed between City Administrator, Wesley Young, and Chief Financial Officer, Carolyn Halverson, to see how much money the budget will allow us to make necessary improvements and the report will be brought back for further discussion.

10. Ordinance adopting new amendments to the Willard Municipal Code City Clerk section #115.100. (2nd Read) Discussion/Vote

Motion was made by Alderman Smith and seconded by Alderman Biellier to approve the ordinance adopting new amendments to the Willard Municipal Code City Clerk section #115.100 as stands. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Swatosh, and Wilson.

11. Ordinance authorizing the Mayor to accept a proposal and contract with Canon Financial Services to lease a new printer for the utility clerks. (2nd Read) Discussion/Vote

Motion was made by Alderman Lancaster and seconded by Alderman Smith to approve the ordinance authorizing the Mayor to accept a proposal and contract with Canon Financial Services to lease a new printer for the utility clerks as stands. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Swatosh, and Wilson.

12. Ordinance adding an Inflow and Infiltration Section to the Municipal Code. (1st Read) Discussion/Vote

Mike Reusch explained that this will be certified vs. non-certified and it will be left to the customer to initiate, however, the customer will get a better rate if they take part. Mr. Ruesch has sent the ordinance to City Attorney, Holly Dodge, for review and is waiting to hear back. Mr. Reusch is asking for a 1st Read with the opportunity to establish the ordinance after hearing back from the City Attorney. Motion was made by Alderman Smith and seconded by Alderman Biellier to establish the ordinance at a second read at the next meeting. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Wilson, and Swatosh.

13. Sanitary Sewer Project Status Report

Project Manager, Steven Bodenhamer, gave an update on this project.

14. New Business

a. Farm Road 94 Expansion. Discussion

Mike Reusch has been in contact with quarry owners who have asked to expand Farm Road 94 at their cost and no cost to the city. The Board of Aldermen agree but propose a legal liability by the quarry owners so as not to hold the city responsible. Voting is not needed. Mike Reusch will talk to Public Works to approve acceptability.

15. Unfinished Business

Alderman Biellier asked if the cost of the upcoming election was confirmed. Mayor Baird explained that it was confirmed and that the issue will be discussed and voted on at the next meeting.

16. Recess Open Session

Motion was made by Alderman Biellier and seconded by Alderman Swatosh to recess the open session and open the closed session pursuant to RSMO Section 610.021 #(1) Legal. Motion was carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Wilson, and Swatosh.

17. Open Closed Session pursuant to RSMO Section 610.021 #(1) Legal

As pointed out by Mayor Baird when reviewing the agenda at the beginning of the meeting, City Attorney, Holly Dodge, previously stated that #16 and #17 can be done legally in one step and, therefore, was handled this way.

18. Call the meeting to order.

19. Roll Call

20. Close the Closed Session and Reconvene the Open Session

Motion was made by Alderman Biellier and seconded by Alderman Smith to close the closed session and reconvene the open session. Motion was carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Wilson, and Swatosh.

21. Adjourn Meeting

Motion was made by Alderman Smith and seconded by Alderman Biellier to adjourn the meeting. Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Biellier, Lancaster, Swatosh, and Wilson.

Meeting was adjourned at 8:25 p.m.

THE TENTATIVE AGENDA SHOWS THIS MEETING CLOSED PURSUANT TO RSMO SECTION 610.021 #(1) LEGAL

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Janice Gargus, City Clerk

Sam Baird, Mayor

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Consent Agenda Item #3c

Department Head Reports

**CITY OF WILLARD
BOARD OF ALDERMEN
05/13/2024**



City Clerk Report

1. Business license applications continue to come in. I am completing the new applications as they are received, and I will continue to process the older applications until they are caught up.
2. I attended the BOA meetings and created the agendas and packets and recorded the minutes.
3. I attended the Planning and Zoning meeting and created the agenda and packet and recorded the minutes.
4. I attended my first MoCCFOA Meeting in Nixa and had the City of Willard City Clerk Membership transferred to my name.
5. I am working on filing projects to remove older files for storage or destruction, and I'm updating the filing system for the most recent and current items.
6. I am cleaning up and combining files on my computer to make folders more comprehensive and accessible.

Janice Gargus

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	Reporting Period: May 1, 2024 - May 31, 2024	
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: Terry Forshee		E-mail Address:		
Municipal Judge: DAVID W. DORAN				
<u>II. MONTHLY CASELOAD INFORMATION</u>		Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance
A. Cases (citations/informations) pending at start of month		11	300	79
B. Cases (citations/informations) filed		0	61	4
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	25	1
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)		0	11	0
6. dismissed by court		0	0	0
7. <i>nolle prosequi</i>		0	4	0
8. certified for jury trial (not heard in Municipal Division)		0	0	0
9. TOTAL CASE DISPOSITIONS		1	40	1
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]		10	321	82
E. Trial de Novo and/or appeal applications filed		0	0	0
<u>III. WARRANT INFORMATION (pre- & post-disposition)</u>		<u>IV. PARKING TICKETS</u>		
1. # Issued during reporting period	26	1. # Issued during period		0
2. # Served/withdrawn during reporting period	30	<input checked="" type="checkbox"/> Court staff does not process parking tickets		
3. # Outstanding at end of reporting period	302			

MUNICIPAL DIVISION SUMMARY REPORTING FORM

COURT INFORMATION	Municipality: WILLARD	Reporting Period: May 1, 2024 - May 31, 2024
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<u>V. DISBURSEMENTS</u>			
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 and witness fees.	
Fines - Excess Revenue	\$3,971.00	Court Automation	\$352.55
Clerk Fee - Excess Revenue	\$422.00	Judicial Facility Srchg CT31	\$500.00
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$14.19	Law Enf Arrest-Local	\$120.81
		Overpayment	\$0.50
Bond forfeitures (paid to city) - Excess Revenue	\$0.00	Total Other Disbursements	\$973.86
Total Excess Revenue	\$4,407.19	Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$7,304.81
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)		Bond Refunds	\$201.00
Fines - Other	\$1,227.50	Total Disbursements	\$7,505.81
Clerk Fee - Other	\$132.00		
Judicial Education Fund (JEF) <input type="checkbox"/> Court does not retain funds for JEF	\$50.37		
Peace Officer Standards and Training (POST) Commission surcharge	\$50.36		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$359.09		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$4.44		
Law Enforcement Training (LET) Fund surcharge	\$100.00		
Domestic Violence Shelter surcharge	\$0.00		
Inmate Prisoner Detainee Security Fund surcharge	\$0.00		
Restitution	\$0.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$0.00		
Total Other Revenue	\$1,923.76		

CITY OF WILLARD, MISSOURI

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Planning Department Report

June 2024

Permits - April

Permits Issued	Fees collected (April)	Est. Value of Work (April)	Permits Issued (YtD)	Fees Collected (YtD)	Est. Value of Work (YtD)
18	\$23876.00	\$588,123.00	144	\$2,034,886.00	\$19,042,149.00

Sunshine requests included the US Census, Data Dodge Analytics, and Build-zoom

Current Development

ATM Subdivision: Has applied for Final Plat.

Hoffman Hills: Phase 1 multiple lots have been sold and building permits have been submitted. Several of them have been completed. Phase 2 excavation permits have been approved groundwork has begun.

West Ridge: There is only 1 open building permit remaining. The silo has been painted and finished. The builder is responsible for setting up the HOA, if they do not then they will remain the liable party for maintenance of common spaces and stormwater.

Stone Creek: Flint Rock has received multiple building permits for homes in the new subdivision. Most are completed.

Generations Village: All building permits have been issued. They have started excavating.

Rocky Point: Has Preliminary plat.

Mike Ruesch
Director of Planning and Development
417-742-5310

Other Business

1. Inflow and infiltration code to be forwarded to Aldermen after legal review
2. Added capacity report findings to new fees. Will present to the board of Aldermen soon.
3. Adoption of the 2018 International Codes to Aldermen in June
4. Review of MU mixed Use Code in May
5. Working on going paperless for all building submittals & online applications. Added online payment and online applications.
6. PC is reviewing the 160 overlay requirements to PC for review. This details the development requirements for new projects along the 160 corridors.
7. Will submit the sign ordinance and variance codes to accommodate school signage to PC in June.

Park Director's Report

June 2024

Quote of the Month: "The reward of a thing well done is having done it." Ralph Waldo Emerson

Right now, I believe that Mr. Emerson's quote is a perfect summation of the Better Together Playground Project. On June 15th, from 11am-2 pm, there will be the grand opening and ribbon cutting ceremony for this project, and I would be honored to see each of you in attendance. I am extremely pleased with the playground, and exceptionally proud of the group of individuals that came together to make this project happen. Marianne Hill, a tireless advocate, and an absolute force for progress invested hundreds of hours and dozens of phone calls with playground manufacturers to meet the needs of every category of inclusive play. Doug Neidigh tenaciously pursued grant after grant and brought thousands of dollars in local sponsorships for this project. Ray Nicholls kept us focused on fundraising and accounting. Kevin Tutton provided us with vision and passion, and his connections to this community provided us with volunteers and donations of labor and equipment. Josie Berry brought youth and exuberance, as well as energy and a new generation of volunteers. Samantha Guinn, the Assistant Director of Parks, carried a lion's share of this project, as well, expanding her level of responsibility to keep daily operations running during this project, as well as serving as the graphic designer for signs, posters, websites, and fundraisers. These six members of the Willard Community pushed me to accomplish a project that I believed was "too big" for Willard, and I feel indebted to their efforts.

Programming

With a chilly start to the Summer, the pool is still off to a strong start from a revenue perspective. The Willard Swim Team has more than 110 participants registered at the time of writing, and Aquatic Center Revenue is greater than \$40,000. Summer Camp is underway, with a smaller number of participants than expected. Current registration numbers reflect a diversity of opportunity to participate in summer activities from summer school to adventure style or skills camps. As we move forward, we will evaluate fee structure and style offerings to increase participation and/or revenue. T-ball and Baseball programs have begun, while soccer and volleyball are winding down. Freedom Fest is well underway, and I expect another fantastic event for 2024.

I continue to work with Mike Rousch on developing a long-range plan for the Willard Parks Department, and I am encouraged by the level of excitement and optimism that he is bringing to this project.

Public Works
Report May 2024

Service orders 83

Utility Locates 150

Rereads 38

Shut offs 51

Meter swap 10

Water Department

Water line repair Pheasant.

Water line repair Hawthorn.

Water line repair Cottonwood.

After hours emergency water line repair Sarah Court.

Water line repair Jackson St. Park.

Rerouted water main through park to avoid various park features.

Water line repair Main St.

Hydrant flushing.

Removal of two illegal service connections on county rd. 104

Sewer Department

Repairs were made to Wimpy's liftstation pump.

B liftstation sump pump repairs.

D liftstation sump pump repairs.

Wimpy's liftstation electrical repairs.

B Repaired faulty valves.

Meadows East liftstation Electrical repairs.

Installed catch baskets in Whispering Oaks liftstation.

Cleaned up and documented a bypass at 94 liftstation.

Streets Department

Repairs made to Hunt rd.

Filled in sinkhole at Knight and Howard St.

Cleaned out culverts on New Mellview.

Boom Mowing.

Cleaned out the drainage way between New Mellview and Southview roads and are in the process of installing Gabian Baskets to help with flood control also taking care to recontour the affected properties to alleviate the frequency of flooding in this area.

Assisted Parks Department with playground project drainage field.



Willard Police Department
May 2024 - Monthly Statistical Report



Administration	Officer – DSN	Case #'s
Tom McClain, Chief	1601-001	10
Shannon Shipley, Major	1602-003	17
	Total	27

Squad #1	1604-044	Billie Deckard, Cpl.	1	Squad #2	1603-027	Steve Purdy, Sgt.	44
	1607-050	Caleb Steen, Cpl.	11		1608-054	Stefan Collette, Cpl.	16
	1605-056	Mark Cole, Cpl.	32		1610-061	Christian Smith, Officer	56
	1611-064	Danielle Cale, Officer	20				
	Total		64		Total		116

Reserves	Officer	Officer Names	Case #'s	Hours
	1609-063	Cody Weatherford, PT Officer	24	
	1644-057	Matthew Hanson, PT Officer		5
	1641-014	Brian Gordon, Reserve	1	6.25
	1642-015	JD Landon, Reserve		14.25
	1645-047	Glenn Cozzens, Reserve		7.75
	1646-031	Andrew Hunt, Reserve		
	1643-048	Tim Wheeler, Reserve		
	Total		25	
Total Incidents for the month...			232	

Incident Statistics

Felony	4	HBO (Handled by Officers)	113
Misdemeanor	3	Use of Force	0
Infraction	83	Dog at Large	3
Other (Services)	142	Neglect-0 /Abuse-0 /Bites-0	0

Vehicle Maintenance

Vehicle	Odometer Reading	Monthly Mileage	Shifts Used	Miles per Shift	Monthly Maintenance	Year to Date Maintenance
WPD-01 2021 Ford F-150	31,547	752	20	38		0
WPD-02 2021 Charger	63,283	1,117	21	53		84.50
WPD-04 2023 Durango	18,718	2,111	34	62		76.49
WPD-05 2023 Charger	17,201	2,052	21	98		214.98
WPD-06 2023 Durango	9,073	1,780	12	148		107.49
WPD-07 2017 Explorer	27,687	809	12	67		1,104.12
WPD-08 2008 Harley	6,075	0	0	0		95.73

Monthly Vehicle Maintenance Details

WPD-01:	WPD-05:
WPD-02:	WPD-06:
WPD-04:	WPD-07:

- We hired Anthony Wayne Hickox on Monday June 3, 2024. He begins his 1st shift on Wednesday night. Cpl Steen will be his initial FTO.
- Cpl Collette begins his FTO certification course on June 10, 2024.
- Ceremonial swearing in of Officer Hickox requested Monday night near the beginning of the meeting.



Consent Agenda Item #3d

Board Attendance Report

2024 BOARD ATTENDANCE REPORT

ATTENDED: Y	1/8/2024	1/22/2024	2/12/2024	2/26/2024	3/4/2024	3/6/2024	3/11/2024	SPECIAL SESSION
MAYOR SAM BAIRD	Y	Y	Y	Y	Y	Y (LATE)	Y	3/14/2024
TROY SMITH (MAYOR PRO TEM)	Y	Y	Y	Y	Y	Y	OUT	OUT
DAVID KEENE	Y	Y	Y	Y	Y	Y	OUT	Y
SCOTT SWATOSH	Y	Y	Y	Y	OUT	Y	OUT	Y
LONDON HALL	OUT	Y	OUT	OUT	Y	OUT	OUT	Y
CASEY BILLIER	Y	Y	Y	Y	Y	Y	Y	Y
JOYCE LANCASTER	Y	Y	Y	Y	Y	Y	Y	Y
	SPECIAL SESSION							
NAME	3/21/2024	3/25/2024	4/3/2024	4/22/2024	5/13/2024	5/29/2024	6/10/2024	6/24/2024
MAYOR SAM BAIRD	Y	OUT	Y	Y	Y	Y		
TROY SMITH (MAYOR PRO TEM)	Y	Y	Y	Y	Y	Y		
DAVID KEENE	Y (LATE)	Y	OUT	Y	Y	OUT		
SCOTT SWATOSH	OUT	Y	Y	Y	Y	Y		
LONDON HALL	Y	Y	Y	-	-	-		
CASEY BILLIER	Y	Y	Y	Y	Y	Y		
JOYCE LANCASTER	Y	Y	Y	Y	Y	Y		
CAROL WILSON (4/2/24)	-	-	-	Y	Y	Y		



Consent Agenda Item #7

Adopt New Organizational Chart
as amended from the
5/13/2024 Board of Aldermen Meeting
Discussion/Vote

CITY OF WILLARD, MISSOURI

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Consent Agenda Item #9

Fireworks Sales Dates

Discussion/Vote

City of Willard, MO
Friday, June 7, 2024

Chapter 210. Offenses

Article IV. Offenses Concerning Public Safety

Section 210.580. Fireworks — Sale, Use or Storage.

- A. It shall be unlawful to store, discharge, or use any fireworks or pyrotechnics in the City of Willard except as herein provided.
- B. Unless a burn ban is in effect, the discharge and use of fireworks by the general public is permitted inside the City limits of Willard for the following dates:
[Ord. No. 200527, 5-27-2020]
1. July 4 from 12:00 P.M. through July 5 to 12:30 A.M.
 2. December 31 from 2:00 P.M. through January 1 to 12:30 A.M.
 3. During the Freedom Fest Celebration or when authorized by the City of Willard in conjunction with City-sponsored events.

However, the discharge and use of fireworks must be done safely, and any complaint that details hazardous activities, malicious conduct or any act in conflict with City ordinances, State or Federal laws may result in the seizure of fireworks and/or prosecution in accordance with applicable law. Additionally, anyone under the age of seventeen (17) must be supervised by a parent or adult when handling, discharging, or assisting in the discharge of fireworks. The possession, discharge, or use of fireworks is limited to consumer fireworks known as 1.4G (formerly known as Class C), except as provided in Subsection (C) set forth below.

It shall be unlawful to possess, discharge, or use fireworks at any of the City parks or on public property, except as provided in Subsection (C) set forth below.

- C. It shall be lawful to store or use fireworks and pyrotechnics in the City of Willard in connection with a public exhibition of fireworks or pyrotechnics only after a permit for public exhibition of fireworks and pyrotechnics has been granted. A fee of fifteen dollars (\$15.00) shall be paid.

An application for a permit to hold a public exhibition of fireworks and pyrotechnics shall be made to the Mayor twenty (20) days prior to the proposed exhibition. The application shall describe the following:

1. The place, date, starting time and ending time of the proposed exhibition.
2. The price to be charged, if any.
3. The distance the general public shall be away from the place of ignition.
4. The number of fire prevention guards and types of extinguishing devices to be available.
5. A description of the amount and type of fireworks and pyrotechnics to be used.

The permit shall be granted by the Mayor, who may consult with the Fire Marshal, only if the exhibition is to be conducted under such conditions as to keep persons and property reasonably safe from injury and as to not unreasonably disturb the peace of the community.

- D. It shall be lawful to sell or offer for sale fireworks within the City of Willard in accordance with the following regulations and fireworks stand requirements:

1. Persons operating temporary fireworks stands are temporary use vendors pursuant to Section **400.530**.
 2. Smoking or open flame is not allowed within twenty (20) feet of a fireworks stand and all fireworks stands shall display signs, with letters being at least four (4) inches in height, reading "FIREWORKS FOR SALE — NO SMOKING ALLOWED".
 3. Fireworks stands shall display at least one (1) sign which reads as follows, with letters being at least four (4) inches in height, "NO FIREWORKS DISCHARGED WITHIN 100 FEET".
 4. Exit signs are required to be illuminated.
 5. All the area within and adjacent to tents or stands shall be maintained clear of grass, shavings or any combustible materials.
 6. Fireworks stands must have a minimum aisle width forty-eight (48) inches, kept free and unobstructed at all times.
 7. Fireworks stands must have a minimum exit way of seventy-two (72) inches, and a minimum of two (2) exits are required. Exits shall be remote from each other.
 8. Portable fire extinguishing equipment must be kept on premises at all times. A minimum of two (2) are required with one (1) being water pressurized.
 9. Electrical cords from the meter to the tent must be 12-2 with ground exterior wire.
 10. All circuits entering the stand shall be protected by a GFI breaker.
 11. All wiring is required to be out of reach or buried.
 12. Light fixtures are required to have bulbs placed in all sockets. Interior lighting cannot be placed directly over the sales counters. Exterior lighting must be designed for exterior use.
 13. Fireworks stands must be located outside of electrical easements and at least fifteen (15) feet from any overhead utility lines.
 14. All fireworks stands must be a minimum of one hundred (100) feet from any use involving sale or storage of gasoline, LP gas or any combustible product.
 15. A certificate shall be required by an organization or laboratory of recognized standing or manufacturer verifying that the tent fabric material has been treated with a flame-resistant material.
 16. No motor vehicle parking within ten (10) feet of fireworks stand location.
 17. Hours of operation shall be June 20 — July 2, 8:00 A.M. to 11:00 P.M., and July 3 — 4, 6:00 A.M. to 12:00 Midnight.
- E. The penalty for the violation of any part of this Section is a fine of not more than five hundred dollars (\$500.00) or a term in jail of not more than ninety (90) days, or both such fine and jail sentence.

The Willard Police Department shall seize, take, remove or cause to be removed at the expense of the owner all stocks of fireworks offered or exposed for sale, stored or held in violation of this Article.

CITY OF WILLARD, MISSOURI

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



Consent Agenda Item #10

Election Cost from 5/13/2024

Board of Aldermen Meeting

Discussion/Vote

Greene County Clerk's Office

INVOICE



940 N Boonville Ave
 Springfield MO 65802
 Phone: 417.868.4055
 Fax: 417.868.4170

Date: 4/30/2024
 Invoice #: 331
 For: June 18, 2024 Election Cost Estimate Invoice
 Bill To: Willard
 PO BOX 187
 Willard, MO 65781

If the cost of the election for your political subdivision is more than the estimated amount, you will be notified of the remaining balance due after the election. If the cost is less, the difference will be refunded to your political subdivision.

DESCRIPTION	AMOUNT
Pollworker Pay	\$2,787.19
Election Night/Testing Team	\$859.86
Contract Labor	\$0.00
DS200	\$3,257.58
ExpressVote	\$444.85
Phones	\$228.22
Other Election Expense	\$417.39
Postage	\$91.53
Clerk Staff Salary	\$9,537.17
Central Supplies - County	\$91.53
Ballot Supplies	\$183.07
Polling Place Supplies	\$542.88
Machine Rental	\$1,271.62
PollPad Rental	\$1,233.67
Polling Location Rent	\$274.60

DESCRIPTION	AMOUNT
Delivery Supplies	\$0.00
Custodial Overtime	\$0.00
Legal Notices	\$1,189.64
Administration Fee - 5%	\$1,120.54
	SUBTOTAL
	\$23,531.34
	Election Cost Estimate Paid
	\$0.00
	TOTAL
	\$23,531.34

Make all checks payable to Greene County
Clerk's Office.

5/2/24
Dana Slater

CITY OF WILLARD, MISSOURI

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



Consent Agenda Item #11

Final Plat for ATM Square

Discussion/Vote

May 31, 2024


City of Willard
Attn: Mike Ruesch, Director Planning & Development
224 West Jackson Street
Willard, MO 65781

Subject: ATM Commercial Subdivision Phase III Final Plat

Dear Mr. Reusch,

Per our discussion on Thursday, we, the developer, will be completing the 600 feet of sidewalk from our West property line heading East on the North side of New Melville within 90 days of the approval and recording of the Final Plat for ATM Commercial Subdivision Phase III. We appreciate your understanding with this matter and look forward to getting this approved by Planning and Zoning and the Board of Aldermen.

Sincerely,



Matt W Kelley
ATM Square LLC
Member / Owner

CITY OF WILLARD, MISSOURI

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



Consent Agenda Item #12

**Ordinance adding an Inflow and Infiltration Section
to the Municipal Code
(2nd Read) Discussion/Vote**

First Reading: 5/29/2024

Second Reading: 6/10/2024

Council Bill No.: 24-25

Ordinance No: 240529

AN ORDINANCE TO ADD A NEW SECTION TO TITLE VII UTILITIES, OF THE WILLARD CODE OF ORDINANCES ESTABLISHING AN ORDINANCE FOR INFLOW AND INFILTRATION REGULATIONS FOR THE CITY SEWER, IN THE CITY OF WILLARD, MISSOURI.

WHEREAS, Springfield and Willard have determined that it is in their mutual interest for Springfield to treat the sewage from the City of Willard; and

WHEREAS, it is in the best interest of the region for Willard to operate and maintain its own system of gravity sewers and to commence and operate and maintain all lift stations and force mains of the Willard Sewer System and to receive and convey the wastewater from Willard in accordance with the capacity of Springfield's wastewater system; and

WHEREAS, inflow and infiltration of water into the sewer system increases the costs of the citizens of Willard and effects the treatment capacity of Springfield and,

WHEREAS, it is in the mutual interest of Springfield and Willard identify and correct such inflow and infiltration problems.

WHEREAS, Stormwater inflow and infiltration in the sanitary sewer system decreases the capacity of the system to convey sanitary sewer waste and increases the costs of sanitary sewage for the City.

WHEREAS, Stormwater inflow and infiltration in the sanitary sewer system can cause sanitary sewer back-ups, which results in claims against the City and increases investigation, litigation and insurance costs.

WHEREAS, A reduction in the amount of stormwater in the public sanitary sewer system is a public benefit to all residents of the City of Willard as it increases the capacity of the sanitary sewer system, reduces costs, and reduces claims and claim related costs.

THEREFORE, it is appropriate that the City of Willard adopt code **Section 710.095** to address and mitigate inflow and infiltration where possible.

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: Chapter 710, Article II of Title VII, is hereby amended by adding Section 710.095 Inflow and Infiltration:

Section 710.095 Inflow and Infiltration:

A. **Prohibited Connections:** All private property connections which permit inflow and/or infiltration to the public sewer system are prohibited, including but not limited to:

- Roof drains,

- Sump pumps,
- Interior foundation drain pits,
- Interior and exterior foundation drains,
- Area drains including but not limited to, outside stairwell drains, driveway drains, patio drains, and yard drains,
- Other sources of surface runoff of ground water connected to the public sewer system or to a building sewer or building drain which is connected to the public sewer system

- B. Conflict of Laws: In the event of any conflict between this section and the International Plumbing Code (IPC) as adopted by the city, the provisions of this section shall govern.
- C. Detection and Prevention: Under the direction of the Director, the public works department shall be authorized to monitor and inspect for compliance of roof drains, pumps, footing drains, foundation sump pumps and other equipment to prevent inflow & infiltration of ground water into the sanitary sewer. A system wide inspection program shall be used to detect and document all sewer connections. This will be done using smoke testing, cameras, dye testing or physical inspection to verify the existence of an inflow connection.
- D. Compliance: When a violation is identified, the city will send a notice to the property owner or post a notice on the property, specifying the issues that need correction and advising that failure to comply may result in water utility service disconnection. If the violation is not corrected within 14 days, a second notice will be issued, stating that the water service may be disconnected if the issues are not resolved within 7 days. The city may disconnect the water service 7 days after issuing the second notice if the property remains non-compliant. Water service will be promptly reconnected once the property is shown to be in compliance with this chapter.
- E. Failure to Comply: Notwithstanding the provision above, violations of this section shall be a code violation, enforced pursuant to the enforcement provision of Section 710 and any other applicable provision of the city code.
- F. Reporting: Any amendment to this code shall be recorded in the annual sewer report and sent to the regional sewer administrator per Section 205 of our wastewater contract.

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

Read two times and passed at meeting: _____.

Approved as to form: _____
City Attorney

Attested by:

Approved by:

Janice Gargus, City Clerk

Sam Baird, Mayor

CITY OF WILLARD, MISSOURI

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



Consent Agenda Item #13

Building Code Adoption 2018 International Codes – 500.010.

Discussion/Vote

The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.

Article I International Building Code

Section 500.010 **Adoption Of International Building Code. (IBC)** [Ord. No. 170213A § 2, 2-27-2017]

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Building Code 2018, including Appendices A, C, D, E, F, G, H, I and J as published by the International Code Council, be and is hereby adopted as the Building Code of the City of Willard for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.015** of this Chapter.

Section 500.015 **Additions, Insertions And Changes.** [Ord. No. 170213A § 2, 2-27-2017]

- A. The International Building Code 2018 adopted by Section **500.010** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the International Building Code 2018, or where there is no corresponding Section in the code, the following Sections shall be enacted as additions to the code.
1. Section 101.1 Insert: "The City of Willard."
 2. Fee "as adopted by City of Willard."
 3. Section 114.4 Violation Penalties. Is hereby amended to add an additional sentence to the end of the paragraph as follows: "The penalties are set forth in Section **500.150** of the Code of Ordinances of the City of Willard."
 4. Section 114.3 is amended to add an additional sentence to the end of the paragraph as follows: "The penalties are set forth in Section **500.150** of the Code of Ordinances of the City of Willard."
 5. Delete Section 1608.2 in its entirety and add in its place a new Section 1608.2 to read as follows: "1608.2 Ground Snow Load: The ground snow load for the City of Willard, Missouri, shall be a minimum of twenty (20) pounds per square foot."
 6. Section 1612.3 Insert: "City of Willard."
 7. Section 1612.3 Insert: "as adopted by the City of Willard."
 8. Section 423 is amended to include the following addition: Section 423.4.3 Group E Occupancy Campuses: Where a Group E Occupancy building having an aggregate occupant load of 50 or more is added to an existing Group E occupancy campus, a storm shelter complying with ICC 500 and capable of housing the total occupant load of all the Group E Occupancy buildings on campus shall be installed when the additional building increases the floor area of the classrooms, vocational rooms, and offices of the campus by more than 25%.

Article II
International Residential Code

Section 500.020 Adoption Of International Residential Code.(IRC)
[Ord. No. 170213A § 2, 2-27-2017]

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Residential Code 2018, including Appendices A, B, C, D, E, G, H, J, K, M, N and Q as published by the International Code Council, be and is hereby adopted as the Residential Code of the City of Willard for regulating the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of one- and two-family dwellings and town houses not more than three (3) stories in height in the City of Willard; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.025** of this Chapter.

Section 500.025 Additions, Insertions And Changes.
[Ord. No. 170213A § 2, 2-27-2017]

- A. The International Residential Code 2018 adopted by Section **500.020** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the International Residential Code 2018, or where there is no corresponding Section in the code, the following Sections shall be enacted as additions to the code.

**Refer to the” City of Willard Missouri One & Two Family Residential Requirements” (IRC 2018)
Revised March 2024**

1. Section R101.1 Insert: "The City of Willard."
2. Section R103 "Department of Building Safety." Delete in its entirety. Insert, in lieu thereof, the following: "Refer to Section 103 of the International Building Code."
3. Section R113.4. Add a sentence to the end of the paragraph to read as follows: "The penalties are set forth in Section **500.150** of the Code of Ordinances of the City of Willard."
4. Insert the following values in Table R301.2(1):

Insert the following values in Table R301.2(1):

Climate Zone	4A
Ground Snow Load	20 PSF
Wind Speed (mph) *d	115 MPH
Seismic Design Category	B
Weathering *a	Severe
Frost Line Depth *b	18 Inches
Termite *c	Moderate to Heavy
Decay	Slight to Moderate
Ice Shield Underlayment Required	No
Flood Hazard*g	As adopted by City of Willard
Air Freezing Index	659
Winter Design Temp	9°F
Air Freezing Index	1500 or less
Mean Annual Temp	56°F
Elevation	1237 feet
Latitude	37°N, 93°W
Winter Heating	11°F
Summer Cooling	92°F
Altitude Correction Factor	0.96
Indoor Design Temperature	70°F
Wind Velocity Heating	15 mph if site specific speed unknown
Wind Velocity Cooling	15 mph if site specific speed unknown
Coincident Wet Bulb	74°F
Daily Range	M

For SI: 1 pound per square foot = 0.0479 kPa; 1 mile per hour = 0.447 m/s

- a Where weathering requires a higher strength concrete or grade of masonry than necessary to satisfy the structural requirements of this code, the frost line depth strength required for weathering shall govern. The weathering column shall be filled in with the weathering index, "negligible," "moderate" or "severe" for concrete as determined from Figure R301.2(4). The grade of masonry units shall be determined from ASTM C34, C55, C62, C73, C90, C129, C145, C216 or C652.
- b Where the frost line depth requires deeper footings than indicated in Figure R403.1(1), the frost line depth strength required for weathering shall govern. The jurisdiction shall fill in the frost line depth column with the minimum depth of footing below finish grade.
- c The jurisdiction shall fill in this part of the table to indicate the need for protection depending on whether there has been a history of local subterranean termite damage.
- d The jurisdiction shall fill in this part of the table with the wind speed from the basic wind speed map (Figure R301.2(5)A). Wind exposure category shall be determined on a site-specific basis in accordance with Section R301.2.1.4.
- e The outdoor design dry-bulb temperature shall be selected from the columns of 97 %-percent values for winter from Appendix D of the *International Plumbing Code*. Deviations from the Appendix D temperatures shall be permitted to reflect local climates or local weather experience as determined by the building official. [Also see Figure R301.2(1).]
- f The jurisdiction shall fill in this part of the table with the seismic design category determined from Section R301.2.2.1.
- g The jurisdiction shall fill in this part of the table with (a) the date of the jurisdiction's entry into the National Flood Insurance Program (date of adoption of the first code or ordinance for management of flood hazard areas), (b) the date(s) of the Flood Insurance Study and (c) the panel numbers and dates of the currently effective FIRMs and FBFMs or other flood hazard map adopted by the authority having jurisdiction, as amended.
- h In accordance with Sections R905.1.2, R905.4.3.1, R905.5.3.1, R905.6.3.1, R905.7.3.1 and R905.8.3.1, where there has been a history of local damage from the effects of ice damming, the jurisdiction shall fill in this part of the table with "YES." Otherwise, the jurisdiction shall fill in this part of the table with "NO."
- i The jurisdiction shall fill in this part of the table with the 100-year return period air freezing index (BF-days) from Figure R403.3(2) or from the 100-year (99 percent) value on the National Climatic Data Center data table "Air Freezing Index-USA Method (Base 32°F)."
- j The jurisdiction shall fill in this part of the table with the mean annual temperature from the National Climatic Data Center data table "Air Freezing Index-USA Method (Base 32°F)."
- k In accordance with Section R301.2.1.5, where there is local historical data documenting structural damage to buildings due to topographic wind speed-up effects, the jurisdiction shall fill in this part of the table with "YES." Otherwise, the jurisdiction shall indicate "NO" in this part of the table.
- l In accordance with Figure R301.2(5)A, where there is local historical data documenting unusual wind conditions, the jurisdiction shall fill in this part of the table with "YES" and identify any specific requirements. Otherwise, the jurisdiction shall indicate "NO" in this part of the table.
- m In accordance with Section R301.2.1.2, the jurisdiction shall indicate the wind-borne debris wind zones; Otherwise, the jurisdiction shall indicate "NO" in this part of the table.
- n The jurisdiction shall fill in these sections of the table to establish the design criteria using Table 1a or 1b from *ACCA Manual J* or established criteria determined by the jurisdiction.
- o The jurisdiction shall fill in this section of the table using the Ground Snow Loads in Figure R301.2(6).

1. Storage areas accessible from the exterior of the residence shall meet the requirements for dwelling/garage opening/penetration protection. R302.5 in the 2018 IRC.
2. Delete Section R302.13 Fire Protection of floors, in its entirety.
3. Amend Section R313 'Automatic Fire Sprinkler Systems' by deleting sub-section R313 in its entirety and enacting a new subsection which said new subsection shall read as follows: R313 Automatic Fire Sprinkler Systems. A builder of five or more connected units shall comply with the design and installation requirements of the 2012 International Residential Code suppressant separation as provided in Section R317 of the 2006 IRC or Section P2904 of the 2012 IRC at the builder's or purchaser's cost and option.
4. Repeal Section R315, Carbon monoxide alarms, subsection R315.3, as follows, where required in existing dwellings, in its entirety, and provide a new subsection R315.3 as follows:
5. R315.3 alterations and addition. When alterations or additions requiring a permit occur, or when one or more sleeping rooms are added or created in existing dwellings, the individual dwelling unit shall be equipped with carbon monoxide alarms as required for new dwellings.

Exceptions:

- a. Work involving the exterior surfaces of dwellings such as the replacement of roofing or siding, or the addition or replacement of windows or doors, or the addition of a porch or deck, are exempt from the requirements of this section.
 - b. Installation, alteration, or repairs of plumbing or mechanical systems are exempt from the requirements of this section.
6. **R403.1.7.3 Foundation Elevation.** The foundation stem wall / slab elevation shall be a minimum of eighteen (18) inches above the street curb top of elevation.

Foundations and Footings

The minimum dimensions for footings are based on loading and an assumed allowable soil pressure of 2,000 pounds per square foot. Footing widths or the depth of footings below natural grade may have to be increased if the supporting soil is of a type not having an allowable bearing pressure of at least 2,000 pounds per square foot.

Depth: Footings are to be poured on a solid bearing surface. The bearing surface shall be a minimum of 18 inches below finished grade.

Table R403.1—Minimum Width of Concrete, Precast or Masonry Footing (inches) ^a				
	Load Bearing of Soil (psf)			
	1500	2000	3000	>4000
Conventional Light Frame Construction				
1 Story	12	12	12	12
2 Story	16	12	12	12
3 Story	24	17	12	12
4-inch Brick Veneer Over Light Frame or 8-inch Hollow Concrete Masonry				
1 Story	12	12	12	12
2 Story	24	16	12	12
3 Story	32	24	16	12
8-inch Solid or Fully Grouted Masonry				
1 Story	16	12	12	12
2 Story	30	21	14	12
3 Story	42	32	21	16

a. Where minimum footing width is 12 inches, use of a single wythe of solid or fully grouted 12-inch nominal concrete masonry units is permitted.

General (R403.1): All exterior walls shall be supported on continuous solid or fully grouted masonry or concrete footings, crushed stone footings, wood foundations, or other approved structural systems which shall be of sufficient design to accommodate all loads according to Section R301 and to transmit the resulting loads to the soil within the limitations as determined from the character of the soil. Footings shall be supported on undisturbed natural soils or engineered fill. Concrete footing shall be designed and constructed in accordance with the provisions of Section R403 or in accordance with ACI 332.

Minimum size (R403.1.1): Minimum sizes for concrete and masonry footings shall be as set forth in Table R403.1 and Figure R403.1(1). The footing width, W, shall be based on the load-bearing value of the soil in accordance with Table R401.4.1. Spread footings shall be at least 6 inches in thickness. T. Footing projections, P, shall be at least 2 inches and shall not exceed the thickness of the footing. The size of footings supporting piers and columns shall be based on the tributary load and allowable soil pressure in accordance with Table R401.4.1. Footings for wood foundations shall be in accordance with the details set forth in Section R403.2, and Figures R403.1(2) and R403.1(3).

Slope (R403.1.5): The top surface of footings shall be level. The bottom surface of footings shall not have a slope exceeding one unit vertical in 10 units horizontal (10-percent slope). Footings shall be stepped where it is necessary to change the elevation of the top surface of the footings or where the slope of the bottom surface of the footings will exceed one unit vertical in ten units horizontal (10-percent slope).

Horizontal: A minimum of 2 strands of ½ rebar (#4) placed three (3) inches from the side and located in the bottom third of the footing. Joints are to be lapped and tied a minimum of fifteen (15) inches. Rebar must be supported on steel chairs or wickets designed for that purpose.

Vertical: A minimum of one (1) ½ -inch (#4) rebar every 6 feet, extending vertically from the footing and terminating within 3-inches of the top of the foundation wall. Vertical steel may be placed in footings before the concrete sets or drilled in place before the foundation wall forms are placed.

Exception: Vertical steel is not required in foundation walls less than 24 inches high.

7.

Foundation Drains Drains shall be provided around all foundations. Drainage tiles, gravel or crushed stone drains, perforated pipe or other approved systems or materials shall be installed at or below the area to be protected and shall discharge by gravity or mechanical means into an approved drainage system. Gravel or crushed stone drains shall extend at least 1 foot beyond the outside edge of the footing and 6 inches above the top of the footing and be covered with an approved filter membrane material. The top of open joints of drain tiles shall be protected with strips of building paper. Perforated drains shall be surrounded with an approved filter membrane or the filter membrane shall cover the washed gravel or crushed rock covering the drain. Drainage tiles or perforated pipe shall be placed on a minimum of 2 inches of washed gravel or crushed rock at least one sieve size larger than the tile joint opening or perforation and covered with not less than 6 inches of the same material.

Exception: A drainage system is not required when the foundation is installed on well-drained ground or sand-gravel mixture soils as defined by the Unified soils classification system (Group I Soils) See IRC 2012 R405.1

8. Repeal Section R507, Decks subsection 507.3.1 and 507.3.2 and provide new subsection 507.3.1 and 507.3.2 as follows:
 - a. Exterior footings shall be placed not less than 12 inches below the undisturbed ground surface.
 - b. 18" below finished grade.
 - c. Ledger shall be attached with lag screws or bolts per R-507.2.1(1)
 - d. 20" square or 20" round diameter
 - e. Post size shall be 6 x 6 and a maximum height shall be 14'0".
 - f. Exception: landings and decks less than 30" in height can use 4 x 4 post.

9. Repeal Section 802.11 Roof Tie-Down subsection

10. Section 802.11.1 in its entirety and provide a new subsection R802.11.1 as follows:

11. 802.11.1 Uplift resistance, by adding the following; All rafters and trusses spaced not more than 24 inches on center shall be attached to their supporting wall assemblies by mechanical fasteners.

12. **Firewall Rated Construction:**

Townhouses (R302): Each townhouse shall be considered a separate building and shall be separated by fire-resistance-rated wall assemblies meeting the requirements of Section R302.1 for exterior walls & common walls. The common wall shall be a **two (2) hour block fire wall** from the top of the concrete footing continuously up to the underside of the roof decking material. The roof decking material shall be fire-retardant-treated wood for a distance of four (4) feet on each side of the wall with no penetrations through the sheathing.

Continuity (R302.2.1): The fire-resistance-rated wall or assembly separating townhouses shall be continuous from the foundation to the underside of the roof sheathing, deck or slab. The fire-resistance rating shall extend the full length of the wall or assembly, including wall extensions through and separating attached enclosed accessory structures.

The fire wall shall be labeled under the floor and in the attic area, in letters at least two (2) inches in height, stating "FIRE WALL: DO NOT PENETRATE OR DAMAGE" "No Penetrar O Dañar esta Pared Resistente al Fuego".

13. **Chapter 11 Energy Efficiency.** Repeal the language and all related references to this Chapter in the code and provide new language as follows:

14. **Section N1101 Certificate.** A permanent certificate shall be posted completed by the building or registered design professional. The certificate shall list the predominant R-values of insulation installed in or on the ceiling/roof, walls, foundation (slab, basement wall, crawlspace wall and/or floor), and ducts outside conditioned spaces; U-factors for fenestration; and solar heat gain coefficient (SHGC) of fenestration. Where there is more than one (1) value for each component, the certificate shall list the value covering the largest area. The certificate shall list the type and efficiency of heating, cooling and service water heating equipment.

15. **Section M1600 Ducts.** Supply and return air ducts in attics shall be insulated to a minimum of R-8, and in other areas a minimum of R-6.

16. **Section N1102 Minimum Insulation And Fenestration Requirements By Component.** Unfinished areas and areas without heating or cooling shall be exempt from the requirements.

Component insulation requirements for Climate Group 4A per 2009 IECC

Fenestration U Factor = 0.35

Exception Skylights: Skylight U Factor = 0.60

Glazed Fenestration SHGC=NR- Applies to all Glazing

Attic = R-38

Wood Frame Wall R-Value= R-20 or R-13+3.8 - Cavity insulation - 13, continuous insulation is R-5 - 1" Foam

Floors = R-19

Floor Cantilever = R-19

Basement Walls when finished = R-10/R-13 - 10/13 means r-10 continuous insulation on the interior or exterior of the building or r-13 cavity insulation on the interior of the basement wall

Slab = R-10 for 24" - 2" foam for two (2) feet

Crawl Space = R-10/13

17. **M1411.3 Condensate Disposal.** Amend as follows: Condensate shall not discharge into a building drain or sewer line, street, alley, or other area where it would cause a nuisance.
18. **M1501.1 Outdoor Discharge.** Exception 2. Mechanical exhaust from bathroom exhaust fans may be permitted to exhaust through the soffit provided that the duct shall terminate at the soffit pane with an approved mechanical louver or vent and the adjoining soffit space, for a distance of four (4) feet on either side of the penetration, shall be solid non-vented material.
19. **G2412.1 Scope.** Amend as follows: This Section shall govern the design, installation, modification, and maintenance of piping systems. The applicability of this code to piping extends from the point of delivery to the connections with the appliances and includes the design, materials, components, fabrication, assembly, installation, testing, inspection, operation, and maintenance of such piping system. The utility company gas meter location shall be in accordance with the requirements of the utility company.
20. **G2414.5.3 Copper Or Copper-Alloy Tubing.** Repeal this Section in its entirety.
21. **G2417.4.1 Test Pressure.** Delete in its entirety and provide new language as follows: The test pressure of the piping system for 2-pound gas pressure shall be twenty (20) psi.
22. **G2417.4.2 Test Duration.** Amend as follows: The test duration shall be not less than fifteen (15) minutes.
23. **Chapter 25 – Plumbing**
 - a. Delete Section P2503.5.2 item 2 in its entirety.
 - b. Delete Section P2503.6
 - c. Residential Service Upgrades,
24. **P2603.6 Pipe Tracing.** All water service piping and building sewer piping shall be installed with a #14 tracer wire attached to the pipe from the point of connection to the water meter or sewer lateral to the point of entrance of the building.
25. **P2905 Heated Water Distribution Systems.** Delete this Section in its entirety.

26. **P3303.1.5 Ground Water Required Discharge.** Add the new Section as follows: A crawl space perimeter drain shall be installed along the outside of the crawlspace footing. The drain shall daylight and discharge a minimum of 10 feet from the building

Chapter 39 – Electrical

27. All structures used for residential purposes, requiring a service upgrade or modification, shall mandate the following electrical system improvements:
28. GFI receptacles in the kitchen(s) and bathroom(s) shall be installed if outlets are in existence at the time of the service upgrade.
29. Approved hard-wired, dual powered, interconnected smoke detectors shall be installed and located as per the adopted building code.
30. The kitchen shall be provided with a minimum of two (2) 20 amp GFCI Circuits
31. If a fire occurs, or other similar incident that damages any part of the electrical system within a residential structure, in addition to all damaged systems being repaired, it is mandated that all apparent hazards within the structure be corrected. Hard-wired, dual-powered, interconnected smoke detectors shall be installed and located as per the adopted building codes. If a service portion of the electrical system is damaged or upgraded as a result of a fire or other incident, it shall require that all affected electrical components be brought up to current code standards
32. A total partial upgrade of the electrical system may be required, if in the opinion of the Code Official, or his designee, the condition of the existing electrical system constitutes a potential threat to the safety and welfare of current or future occupants.
33. Amend Section E3902, Ground-fault and arc-fault circuit-interrupter protection, subsection E3902.2, Garage and accessory building receptacles, as follows:
34. E3902.2 Garage and accessory building receptacles. All 125-bolt, single phase, 15-or20- amp receptacles installed in garages and grade-level portions of unfinished accessory buildings used for storage or work areas shall have ground fault circuit-interrupter protection for personnel.
- a. Exception: The receptacle adjacent to and used solely for the purpose of providing power for the garage door opener does not have be GFCI protected.
35. Amend Section E3902, Ground-fault and arc fault circuit-interrupter protection, as follows:
36. E3902.12 Arc-fault circuit-interrupter protection. All branch circuits that supply 120+volt, single-phase, 15-and 20-ampere bedroom circuits
37. Repeal Section E4002, Receptacles, subsection E4002.14, Tamper-resistant receptacles, in its entirety.
38. **Sec. 36-1303. Adoption Of Appendices.** Only the following appendices, listed among others in the 2018 International Residential Code, are adopted.

Appendix A. Sizing and Capacities of Gas Piping

Appendix B. Sizing of Venting Systems Serving Appliances Equipped with Draft Hoods, Category-I Appliances, and Appliances Listed for use with Type B Vents

Appendix C. Exit Terminals of Mechanical Draft and Direct-Vent Venting Systems

Appendix D. Recommended Procedure for Safety Inspection of an Existing Appliance Installation

Appendix E. Manufactured Housing used as Dwellings.

Appendix G. Piping Standards for Various Applications

Appendix I. Private Sewage Disposal

Appendix J. Existing Building and Structures

Appendix P. Sizing of Water Piping System

Article III Electrical Code

Section 500.030 **Adoption Of The National Electric Code.(NEC)** [Ord. No. 170213A § 2, 2-27-2017]

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the National Electric Code (NEC) 2017, be and is hereby adopted and known as the Electric Code of the City of Willard. For the purpose of establishing rules and regulations for the design, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of electrical systems in the City of Willard; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.035** of this Chapter.

Section 500.035 **Additions, Insertions And Changes.** [Ord. No. 170213A § 2, 2-27-2017]

- A. The National Electric Code (NEC)/2017 adopted by Section **500.030** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the National Electric Code (NEC)/2017, or where there is no corresponding Section in the code, the following Sections shall be enacted as additions to the code.

It shall be unlawful for any person to install, or permit the installation of, any electrical wiring, equipment, or apparatus within the corporate limits of the City of Willard, unless the same shall be installed to conform with the standards and provisions of the 2017 NEC, the latest approved edition of the Electrical Service Standards of City Utilities of Springfield, and all other applicable City codes and ordinances. In the event of a conflict between these documents the most stringent or restrictive shall govern, or an administrative interpretation may be made by the Director of Building Development Services to resolve such conflicts.

210.8 Ground-Fault Circuit-Interrupter Protection for Personnel

Dwelling Units. All 125-volt, single-phase, 15- or 20-ampere receptacles installed in locations specified in 210.8(A)(1) through (10) shall have ground-fault circuit-interrupter protection for personnel.

1. Garages and accessory buildings that have a floor located at or below grade level and are: not intended as habitable rooms; and, limited to storage areas, work areas, and areas of similar use
 - a. Exception to (2): A single receptacle installed solely for electrical supply of a garage door opener.

210.12 Arc-Fault Circuit-Interrupter Protection

Dwelling Units. All 120-volt, single phase, 15- and 20-ampere branch circuits supplying outlets or devices installed in dwelling unit bedrooms, shall be protected by any of the means described in 210.12(A)(1) through (6).

210.52 Dwelling Unit Receptacle Outlets.

Basements, Garages, and Accessory Buildings.

Basements. In each separate, unfinished portion of a basement, framed, interior walls for separate rooms constitute finished areas and, therefore, must have branch circuits as required by Article 210, and any required smoke detectors. All wiring must be protected from physical damage by the wall framing or the wall must be covered with sheetrock applied to at least one side of the wall.

230.11. Residential service upgrades and repairs.

In all structures used for residential purposes, a service upgrade or modification must include:

1. GFI receptacles in kitchen(s) and bathroom(s) if outlets are in existence at the time of the service upgrade.
2. Approved hard-wired, dual-powered, interconnected smoke alarms installed and located per the adopted building code;
3. A minimum of two (2) 20 amp grounded small appliance branch circuits in kitchens.
4. Carbon monoxide detectors installed according to R315.1 where the structure has an attached garage or fuel-fired appliances; and,
5. Corrections to all apparent hazards.

Damage repair. If a fire or other similar incident damages any part of the electrical system within a residential structure, the system, in addition to all damaged systems, must be completely repaired and:

1. All apparent hazards within the structure must be corrected.
2. Hard-wired, dual-powered, interconnected smoke detectors and carbon-monoxide detectors must be installed and located per the adopted building codes.
3. A total or partial upgrade of the electrical system may be required if, in the opinion of an electrical expert in the Department of Building Development Services, the condition of the existing electrical system constitutes a potential threat to the safety and welfare of current or future occupants.

230.70 General.

Location.

Readily Accessible Location. The service disconnecting means shall be installed at a readily accessible location either outside of a building or structure or inside nearest the point of entrance to the service conductors. The maximum length of conduit between the meter back and service disconnect shall not exceed 36 inches, unless otherwise authorized by the Department of Building Development Services.

230.72 Grouping of Disconnects.

General. The two to six disconnects as permitted in 230.71 shall be grouped. The term "grouped" as used in this sub-article is defined as being within two feet of each other, on the same wall, with no intervening obstructions exceeding eight inches in depth from the wall surface, unless otherwise authorized by the Department of Building Development Services prior to installation. Each disconnect shall be marked to indicate the load served.

Article IV

International Plumbing Code

Section 500.040 **Adoption Of International Plumbing Code.(IPC)**

[Ord. No. 170213A § 2, 2-27-2017]

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Plumbing Code 2018, including Appendices E and F, as published by the International Code Council, be and is hereby adopted as the Plumbing Code of the City of Willard for regulating the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of plumbing systems in the City of Willard; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.045** of this Chapter.

Section 500.045 Adoptions, Insertions and Changes.
[Ord. No. 170213A § 2, 2-27-2017]

The International Plumbing Code 2018 adopted by Section **500.040** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the International Plumbing Code 2018, or where there is no corresponding Section in the code, the following Sections shall be enacted as additions to the code.

Section 101.1 Insert: "City of Willard."

Delete Sections 103.1, 103.2 and 103.3 in their entirety and insert, in lieu thereof, the following statement: "See Chapter 1 of the International Building Code 2018"

106.6.3 "Fee Refunds" Delete the text in its entirety and insert the following statement: "See 109.6 of the International Building Code 2018."

Delete the text of Section 108.4 in its entirety and add a statement, in lieu thereof, which shall read: "See Section **500.150** of the Code of Ordinances of the City of Willard."

108.5 by deleting the last sentence of that Section and adding, in lieu thereof, the following: "Any person who shall continue any work on the system having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable for a fine as prescribed in Section **500.150** of the Code of Ordinances of the City of Willard."

305.4.1 Sewer depth. Building sewers that connect to private-sewage-disposal systems shall be installed a minimum of 18 inches below finished grade at the point of septic-tank connection. Building sewers shall be installed not less than 12 inches below grade.

312.1 Required tests. The permit holder shall make the applicable tests prescribed in Sections 312.2 through 312.10 to determine compliance with the provisions of this code. The permit holder shall give reasonable advance notice to the code official when the plumbing work is ready for tests. The code official, or the code official's duly authorized representative, may witness or require verification of these tests. The equipment, material, power, and labor necessary for the inspection and test shall be furnished by the permit holder and he or she shall be responsible for determining that the work will withstand the test pressure prescribed in the following tests. Plumbing-system piping shall be tested with either water or, for piping systems other than plastic, by air. After the plumbing fixtures have been set and their traps filled with water, the entire drainage system shall be submitted to final tests. The code official shall require the removal of any cleanouts, if necessary, to ascertain whether the pressure has reached all parts of the system.

Delete "Exceptions: 2 of Subsection 403.2, Separate facilities," in its entirety, and add the following: "2. Separate facilities shall not be required in structures or tenant spaces with a total occupant load, including both employees and customers, of forty-nine (49

403.2 Separate facilities. Where plumbing fixtures are required, separate facilities shall be provided for each sex.

Exceptions:

1. Except for mercantile uses, occupancies which do not serve food or beverages to be consumed within the structure or tenant space, do not require separate facilities when the total occupant load, including both employees and customers, does not exceed 49.

In Section 410.3 Substitution, add the following: "Exception: In all use groups except Use Group A, where the occupant load is less than forty-nine (49), a two- or five-gallon water dispenser or water cooler may be substituted for the required drinking fountain."

Section 504.7 Required pan.

Exceptions:

1. A pan will not be required if the floor is concrete and a floor drain is adjacent to the device or the floor is a slab-on-grade, concrete floor.
2. A pan will not be required on a water heater changeout if the pre-existing conditions did not contain a pan.

604.8 Water pressure-reducing valve or regulator. An approved water-pressure-reducing valve conforming to ASSE 1003 with strainer shall be installed to reduce the pressure in the building water distribution piping to 80 psi (552 kPa) static or less.

606.3 Access to valves. Ready access shall be provided to all required full-open valves and shutoff valves.

608.1 General. A potable water supply system shall be designed, installed, and maintained in such a manner so as to prevent contamination from non-potable liquids, solids or gases being introduced into the potable and public water supply through cross connections or any other piping connections to the system. Backflow preventer applications shall conform to Table 608.1, except as specifically stated in Sections 608.2 through 608.17.10, and Missouri Department of Natural Resources regulations for backflow prevention in effect at the time of installation; where requirements differ the requirement that provides the highest level of protection shall govern. Installation of a backflow preventer is required as a condition for new systems not governed by the residential code and for permitted modifications to an existing system not governed by the residential code where more than four drainage fixture units, as defined in Table 709.1, are installed; the drainage fixture unit valve for a pot sink or three compartment sinks shall be defined as three fixture units. This backflow preventer shall be installed as close as possible to the point where the potable water service enters the building or as approved by the water purveyor. No branch lines or taps will be allowed between the water meter and the backflow preventer. Backflow preventers shall be tested and tagged prior to final plumbing inspection.

608.17.4.2 Location. **All required automatic fire sprinkler and standpipe system backflow preventers** shall be located in accordance with the requirements of the water purveyor. Location of backflow preventers shall be such that ready access for service and testing is achieved.

608.18 Protection of individual water supplies. An individual water supply shall be located and constructed so as to be safeguarded against contamination in accordance with standards established by the Springfield-Greene County Health Department, the water purveyor, and/or the Missouri Department of Natural Resources, for all site requirements related to protection of individual, water-supply systems. The more restrictive provisions specified for health, safety, and welfare shall apply whenever a conflict exists.

802.1.7 Food utensils, dishes, pots-and-pans sinks. Sinks, in other than dwelling units, used for the washing, rinsing, or sanitizing of utensils, dishes, pots, or pans; or, service ware, used in the preparation, serving, or eating of food, shall discharge indirectly through an air gap or an air break to the drainage system. The drainage system includes the grease interceptor.

903.1 Roof extension. Open vent pipes that extend through a roof shall be terminated not less than 12 inches above the roof. Where a roof is to be used for assembly or as a promenade, observation deck, sunbathing deck, or similar purposes, open vent pipes shall terminate not less than 7 feet (2134 mm) above the roof.

918.3 Where permitted. Individual, branch, and circuit vents shall be permitted to terminate with a connection to an individual or branch-type-air-admittance valve in accordance with Section 918.3.1 only with approval from the code official or the code official's duly authorized representative, prior to design or installation. Stack vents and vent stacks shall be permitted to terminate to stack-type-air-admittance valves in accordance with Section 918.3.2 only with approval from the code official or the code official's duly authorized representative prior to design or installation. The use of air-admittance valves shall be permitted only in the remodel of existing buildings and shall not be permitted in new structures and building additions, except for island fixtures, unless otherwise approved by the code official or the code official's duly authorized representative, prior to design or installation. Requests for approval shall be submitted separately in writing.

1003.3 Grease interceptors. Grease interceptors shall comply with the requirements of Sections 1003.3.1 through 1003.3.8 and the requirements and guidelines of the City of Springfield Fats, Oils, and Grease ("FOG") Management Plan, based on the anticipated conditions of use, and shall be subject to the approval of Clean Water Services.

1003.3.1 Grease interceptors and automatic grease removal devices required. A grease interceptor or an automatic, grease-removal device shall be required to receive the drainage from fixtures and equipment with grease-laden waste

located in food preparation areas, such as in restaurants, hotel kitchens, hospitals, school kitchens, bars, factory cafeterias, daycare centers, and clubs. Fixtures and equipment shall include: mop sinks; kitchen floor drains and sinks; culinary sinks; hand sinks; pot sinks; pre rinse sinks; soup kettles or similar devices; wok stations; floor drains or sinks into which kettles are drained; automatic hood wash units and dishwashers without pre rinse sinks. Grease interceptors and automatic grease removal devices shall receive waste only from fixtures and equipment that allow fats, oils, or grease to be discharged. Where the lack of space or other constraints prevent the installation or replacement of a grease interceptor, one or more grease interceptors shall be permitted to be installed on or above the floor and upstream of an existing grease interceptor.

1003.3.2 Food waste disposers restriction. A food-waste disposer shall discharge to a grease interceptor through a solids separator.

1003.3.3 Additives to grease interceptors. Dispensing systems that dispense interceptor performance additives to a grease interceptor shall not be installed. Systems that discharge emulsifiers, chemicals or enzymes to grease interceptors are prohibited.

1003.3.7 Gravity grease interceptors and gravity grease interceptors with fats, oils, and greases disposal systems. The required capacity of gravity grease interceptors and gravity grease interceptors with fats, oils, and greases disposal systems shall be determined by multiplying the peak drain flow into the interceptor in gallons per minute by a retention time of 30 minutes. Gravity grease interceptors shall be designed and tested in accordance with IAPMO/ANSI Z1001. Gravity grease interceptors with fats, oils, and greases disposal systems shall be designed and tested in accordance with ASME A112.14.6 and IAPMO/ANSI Z1001. Gravity grease interceptors and gravity grease interceptors with fats, oils, and greases disposal systems shall be installed in accordance with manufacturer's instructions. Where manufacturer's instructions are not provided, gravity grease interceptors and gravity grease interceptors with fats, oils, and greases disposal systems shall be installed in compliance with ASME A112.14.6 and IAPMO/ANSI Z1001. Concrete grease interceptors are prohibited.

1003.11 Sampling manhole. A sampling manhole shall be installed for all required interceptors in accordance with City of Willard Public Works standard details to monitor the entire building, or to monitor individual tenant space as determined by Clean Water Services.

Article V International Mechanical Code

Section 500.050 Adoption Of International Mechanical Code. (IMC) [Ord. No. 170213A § 2, 2-27-2017]

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Mechanical Code 2018, including Appendix A, as published by the International Code Council, be and is hereby adopted as the Mechanical Code of the City of Willard for regulating the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of mechanical systems in the City of Willard; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.055** of this Chapter.

Section 500.055 Additions, Insertions And Changes. [Ord. No. 170213A § 2, 2-27-2017]

The International Mechanical Code 2018 adopted by Section **500.050** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the International Mechanical Code 2018 or where there is no corresponding Section in the code,

the following Sections shall be enacted as additions to the code.

Section 101.1 Insert: "City of Willard."

Delete Sections 103.1, 103.2 and 103.3 in their entirety and insert, in lieu thereof, the following statement:
"See Chapter 1 of the International Building Code .2018

Section 106.5.3. Delete the text and add the sentence to read as follows: "See Section 109.6 of the International Building Code."

Delete the text of Section 108.4 in its entirety and add a new sentence which shall read as follows: "The penalties are set forth in Section **500.150** of the Code of Ordinances of the City of Willard."

Amend Section 108.5 by deleting the last sentence of that Section and adding, in lieu thereof, the following:
"Any person who shall continue any work on the system having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable for a fine as prescribed in Section **500.150** of the Code of Ordinances of the City of Willard."

307.2.1 Condensate disposal. Condensate from all cooling coils and evaporators shall be conveyed from the drain-pan outlet to an approved place of disposal. Such piping shall maintain a minimum horizontal slope in the direction of discharge of not less than one-eighth unit vertical in 12 units horizontal (1 percent slope). Condensate shall not discharge into a street, alley, crawl space, or other areas to cause a nuisance.

502.14 Motor vehicle operation.

Exception: 4. If it can be shown, subject to the approval of the code official having jurisdiction, that the area of motor vehicle operation in an existing building was previously used as a motor vehicle operation area, a properly listed and labeled exhaust hose not greater than eight (8) feet in length may be used, provided it is connected to the vehicle while in operation and securely attached to a permanent opening through the exterior surface of the building.

506.3.2.5 Grease duct test. Prior to the use or concealment of any portion of a grease-duct system, a leakage test shall be performed. Ducts shall be considered to be concealed where installed in shafts or covered by coating or wraps that prevent the ductwork from being visually inspected on all sides. The permit holder shall be responsible to provide the necessary equipment and perform the grease-duct-leakage test. The grease duct shall be tested by drawing a vacuum on or pressurizing the installed, in place, grease duct to a minimum of 4 inches water column (995 pa, 0.144 psi). The test shall be witnessed by the code official or the code official's duly authorized agent. The grease duct will pass inspection if the pressure or vacuum applied holds for 15 minutes with zero leakage. Measurement shall be made with a digital manometer or pressure gauge with an accuracy of 0.5 percent. The measurement device shall be connected to the test cover of the hood and duct connection and shall be readily accessible for reading.

509.2 Domestic Uses. Cooking appliances required by section 505.6 to have a domestic, cooking-exhaust system shall be provided with a UL 300 A listed fire suppression system.

Article VI International Fuel Gas Code

Section 500.060 **Adoption Of International Fuel Gas Code. (IFGC)**
[Ord. No. 170213A § 2, 2-27-2017]

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Fuel Gas Code 2018 including Appendices A, B, C and D, as published by the International Code Council, be and is hereby adopted as the Fuel Gas Code of the City of Willard for the control of building and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.065** of this Chapter.

Section 500.065 Additions, Insertions And Changes.
[Ord. No. 170213A § 2, 2-27-2017]

- A. The International Fuel Gas Code 2018 adopted by Section **500.060** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the International Fuel Gas Code/2012, or where there is no corresponding Section in the code, the following Sections shall be enacted as additions to the code.
5. Section 108.4, delete the text of this Section in its entirety and add one (1) new sentence to read as follows: "See Section **500.150** of the Code of Ordinances of the City of Willard."
6. Section 108.5, delete the text of this Section in its entirety and add one (1) new sentence to read as follows: "See Section **500.150** of the Code of Ordinances of the City of Willard."

Article VII
International Fire Code

Section 500.070 Adoption Of International Fire Code.(IFC)
[Ord. No. 170213A § 2, 2-27-2017]

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Fire Code 2018, including Appendices B, C, D, E, F and G, as published by the International Code Council, be and is hereby adopted as the Fire Code of the City of Willard for the control of buildings, structures and premises as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.075** of this Chapter.

Section 500.075 Additions, Insertions And Changes.
[Ord. No. 170213A § 2, 2-27-2017]

- A. The International Fire Code 2018 adopted by Section **500.070** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the International Fire Code 2018, or where there is no corresponding Section in the code, the following Sections shall be enacted as additions to the code.
 1. Section 101.1 Insert: "City of Willard."
 2. Delete in its entirety Sections 103.2 and 103.3. Renumber Sections 103.4 and 103.4.1 to 103.2 and 103.2.1, respectively.
 3. Delete Section 109.4 in its entirety and add, in lieu thereof, the following: "Section 109.4 Violation Penalties. Persons who shall be found guilty of violating a provision of this code or failing to comply with any of the requirements thereof or who erect, install, alter or repair any structure in violation of the approved construction documents or directive of the Code Official, or of a permit or certificate issued under the provisions of this code, shall be punished as set forth in Section **500.150** of the Code of Ordinances of the City of Willard."
 4. Section 111.4 "Failure to Comply" Delete the text in its entirety and add, in lieu thereof, the following: "Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be punished in accordance with Section **500.150** of the Code of Ordinances of the City of Willard."
 5. Section 505.1 Add four (4) new sentences to the end of the paragraph which shall read as follows:

"Address number size shall be increased by a minimum of two (2) inches for each fifty (50) feet the building is set back from the street, highway or road. If the building is not visible from the street, highway or road, the address shall be posted at the intersection of the driveway and the main road by separate signage. If separate signage is used, numbers shall be installed so there is not less than three (3) feet nor more than five (5) feet from ground level to the numbers. If the property has a rear access drive or road, the address shall be posted on the rear of the building or on the roadway."

6. **506.1.1 Locks.** Amended to read as follows: An approved lock shall be installed on gates or similar barriers and a Knox Box will be required.
7. **912.4.1 Locking Fire Department Connection Caps.** Delete in its entirety and insert as follows. All water based fire protection systems shall be provided with locking caps approved by the Fire Department on the Fire Department connection.
8. **5704.2.9.6.1 Locations Where Above Ground Tanks Are Prohibited.** Insert: as determined by the Fire Official.
9. **5706.2.4.4 Locations Where Above Ground Tanks Are Prohibited.** Insert: as determined by the Fire Official.
10. **Appendix B.** Fire Flow Requirements For Buildings.
11. **Appendix C.** Fire Hydrant Locations And Distribution.
12. **Appendix D.** Fire Apparatus Access Roads.
13. **Appendix E.** Hazard Categories.
14. **Appendix F.** Hazard Ranking.

Article VIII

International Energy Conservation Code (IECC)

Section 500.080 Adoption of the 2012 International Energy Conservation Code (IECC)

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Energy Conservation Code, as published by the International Code Council, be and is hereby adopted as the Energy Conservation Code of the City of Willard for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section 500.095 of this Chapter.

Article IX

Existing Buildings Code

Section 500.090 Adoption Of The International Existing Buildings Code.(IEBC) [Ord. No. 170213A § 2, 2-27-2017]

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Existing Buildings Code, 2018 including Appendices A and B, as published by the International Code Council, be and is hereby adopted as the Existing Buildings Code 2018 of the City of Willard for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section 500.095 of this Chapter.

Section 500.095 **Additions, Insertions And Changes.**
[Ord. No. 170213A § 2, 2-27-2017]

- A. The International Existing Buildings Code 2018 adopted by Section **500.090** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the International Existing Buildings Code, 2018 or where there is no corresponding Section in the code, the following Sections shall be enacted as additions to the code.
1. Section 101.1 Insert: "City of Willard."
 2. Section 1301.2 Insert: "as adopted by the City of Willard."
 3. **108.2 Schedule Of Permit Fees.** Insert: Section 500.110.
 4. **707.1 Minimum Requirements.** 2012 International Energy Code.
 5. **810.1 Minimum Requirements.** 2012 International Energy Code.
 6. **907.1 Minimum Requirements.** 2012 International Energy Code.

Article X
International Property Maintenance Code

Section 500.100 **Adoption Of International Property Maintenance Code.(IPMC)**
[Ord. No. 170213A § 2, 2-27-2017]

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Property Maintenance Code, 2018 as published by the International Code Council, be and is hereby adopted as the Property Maintenance Code of the City of Willard for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.105** of this Chapter.

Section 500.105 **Additions, Insertions And Changes.**
[Ord. No. 170213A § 2, 2-27-2017]

- A. The International Property Maintenance Code 2018 adopted by Section **500.100** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the International Property Maintenance Code, 2018 or where there is no corresponding Section in the code, the following Sections shall be enacted as additions to the code.
1. Section 101.1 Insert: "The City of Willard."
 2. Section 106.4 "Violation Penalties" Add a new last sentence which shall read as follows: "See Section **500.150** of the Code of Ordinances of the City of Willard."
 3. **Section 202 Definitions**
 4. **VACANT STRUCTURE.** A structure not continuously and lawfully occupied by any person or persons.
 5. 301.3 Vacant structures and land. All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure, and sanitary condition as provided herein so as not to cause or contribute to, area blight or adversely affect the public health or safety.
 6. Section 301.4 Discharge of solids, liquids, or gases. No solid, liquid, or gas may be discharged onto or from

- property in a manner that creates a nuisance on the property of origin or adjacent public or private property.
7. Subsections 302.4 Weeds and 302.8 Motor Vehicles are deleted in their entirety.
 8. Exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors, and skylights, shall be maintained weather resistant and watertight. Metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion, and surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Surfaces designed for stabilization by oxidation are exempt from this requirement.
 9. Section 303.14 Insert: "March 15th" and "September 15th."

Section 304.2.1 Exterior finish.

10. All exterior finishes, including cladding and siding, must be well maintained. There shall be no exposed substrate, building wrap, or insulation.
11. **Section 304.3** Premises identification is deleted in its entirety.
12. **Section 304.14** Insect screens. During the period from April 1 to November 1, each year, every door, window, and other outside opening required for ventilation of habitable rooms, food preparation, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with approved, tightly-fitting screens of minimum 16 mesh per inch (16 mesh per 25mm), and every screen door for insect control shall have a self-closing device in good working condition.

Section 305 Interior Structure

13. **305.3 Interior surfaces.** Interior surfaces, including Windows and doors, shall be maintained in a functional, clean, and sanitary condition. Peeling, chipping, flaking or abraded paint shall be repaired, removed or covered. Cracked or loose plaster, decayed wood, and other defective surface conditions shall be corrected.

Section 306 Component Serviceability

14. 306.1.2 Use of Cellar or Basement as Habitable Room.
15. 1. No cellar or basement space shall be used as a habitable room and no basement space may be used as a dwelling unit unless:
 16. 1.1 The floor and walls are impervious to leakage of underground and surface runoff water and are fully insulated against moisture intrusion and dampness.
 17. 1.2 The total window area in each room is equal to at least the minimum window area size as required in Section 402.
 18. 1.3 Such required minimum window area is located entirely above the grade of the ground adjoining such window area; and
 19. 1.4 The total operable-window area in each room is equal to at least the minimum as required under Section 403, except where there is supplied some other device affording adequate ventilation, which is approved by the director of the Department of Building Development Services in writing.
20. 2. Notwithstanding the provisions of this section, any basement or cellar space may be used for living, eating, cooking, or sleeping if, for each such use, there are other facilities complying with this article available within the same dwelling for the occupants thereof. The intent of this subsection is to allow any basement or cellar space to be used as a habitable room if it is supplemental to, or in addition to, a dwelling unit or habitable room complying with this article.
21. Section 308.2.1 Rubbish storage facilities. The owner of every occupied premises shall supply approved covered containers for rubbish and the owner of the premises shall be responsible for the removal of rubbish and garbage. Rubbish and garbage shall be removed from the premises at least every fourteen days.

Section 602 Heating Facilities

22. Section 602.3 Heat supply. Every owner and operator of any building who rents, leases, or lets one or more dwelling units or sleeping units on terms, either expressed or implied, shall furnish a heat source permitted by City Code to the occupants thereof during the period from September 15th to March 15th each year capable of maintaining a minimum temperature of 68 degrees F (20°C) in all habitable rooms, bathrooms, and toilet rooms.
23. Section 602.4 Insert: "September 15th" and "March 15th."
24. Section 606.1 "General" Add a new sentence to the end of the paragraph which shall read as follows:
"All elevators shall be inspected and approved by the State Fire Marshal's Elevator Inspectors on an annual basis."

CITY OF WILLARD, MISSOURI

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



Consent Agenda Item #14

**Fee Changes Defined All Fees – 500.110,
Fee Changes Defined Building Fees – 500.110,
Fees Mixed Aldermen – 500.110.
Discussion**

Fee Name Old Proposed Proposed increase is for:

		GREEN = NEW FEE ADDED	RED= CHANGES TO CURRENT FEE
BUILDING PERMIT ELECTRICAL FEE	35% OF BUILDING FEE		
BUILDING PERMIT PLUMBING FEE	35% OF BUILDING FEE		
BUILDING PERMIT HVAC FEE	35% OF BUILDING FEE		
BUILDING PERMIT GAS FEE	15% OF BUILDING FEE		ADDED A GAS INSPECTION AND PLAN REVIEW
TECHNOLOGY FEE	15% OF BUILDING FEE		FEE FOR USE OF THE BUILDING PERMIT SOFTWARE AND ONLINE FEATURES
CERTIFICATE OF OCCUPANCY	\$ 20.00	\$ 50.00	CHECKING FOR ALL REQUIRED CERTIFICATES & INSPECTIONS. CLOSING THE PERMIT. MAKING AND SENDING THE CERTIFICATE OF OCCUPANCY TO THE CONTRACTOR
ISSUANCE FEE	\$ 10.00	\$ 25.00	FEE FOR INPUTTING ALL INFORMATION INTO PERMITS AND CALCULATING FEES
OCCUPANCY WITHOUT A PERMIT	\$ 150.00	\$ 150.00	DAILY FEE
PLAN REVIEW FEE	\$ 50.00	\$ 150 PER HOUR 3RD PARTY REVIEW	
RE-INSPECTION FEES	\$ 100.00	\$ 100.00	1ST INSEPECTION-\$100, 2ND & 3RD INSEPECTION-\$200, 4TH INSEPECTION \$500
SEWER CONNECTION	SEE SECTION 500.116		EDITED CONNECTION FEE
WATER CONNECTION	SEE SECTION 500.116		EDITED CONNECTION FEE
UPDATE OR CHANGE AN ACTIVE PERMIT	\$ 50.00	\$ 50.00	
BUILDING APPEALS APPLICATION FEE	\$ 225.00	\$ 300.00	Standardizing fee schedule
AFTER HOURS OVERTIME	\$ -	\$ 45.00	(MINIMUM 2 HOURS) NEW POLICY IF CALLED OUT FOR SPECIAL INSPECTION AFTER HOURS
WORK WITHOUT A PERMIT	TO PERMIT FEES	2X PERMIT FEES + \$200	IMPORTANT TO HAVE A PERMIT AND INSPECTIONS ON A PROJECT
ACCESSORY DWELLING APPROACH	\$ 50.00	\$ 50.00	\$60 MINIMUM PERMIT FEE-SQUARE FOOTAGE TIMES PERMIT MODIFIER TIMES TYPE OF CONSTRUCTION
APPROACH COMMERCIAL	\$ -	\$ 150.00	ADDED FEE FOR COMMERCIAL APPROACHES
ALL APPEALS	\$ 100.00	\$ 225.00	
ANNEXATION	\$ 100.00	\$ 100.00	
BLASTING PERMIT	\$ 50.00	\$ 50.00	
CONDITIONAL USE	\$ 100.00	\$ 100.00	
COMMERCIAL FILL IN (TENANT FINISH)	see 500.111		
DECKS	\$ 40.00	\$ 50.00	40 FOR UNDER 120 SQ.FT.\$60 FOR OVER 120 SQ.FT.=STANDARDIZING THE FEE
DEMOLITION	\$ 100.00	\$ 100.00	\$500 CASH BOND NEEDED
ELEVATOR	\$ 150.00	\$ 150.00	
EXCAVATION PERMIT	\$ 50.00	\$ 100.00	PERFORMANCE BOND REQUIRED \$1000-GENERAL 2+ INSPECTIONS FOR JOBS PLUS APPLICATION FEE
FENCE-6 FT OR TALLER	\$ 10.00	\$ 25.00	SITE AND STRUCTURAL REVIEW-INSPECTIONS
FIREWORKS			
DISPLAY DEALER	\$ 50.00	\$ 50.00	
FLOODPLAIN DEVELOPMENT APPLICATION	\$ 250.00	\$ 250.00	
FOG PERMIT	\$ 10.00	\$ 35.00	INSPECTION AND PAPERWORK
FIRE SUPPRESSION SYSTEMS			
PLAN REVIEW FEE	\$ 100.00	\$ 100.00	
NEW FIRE SYSTEM MODIFICATION	\$ 200.00	\$ 200.00	
GRADING PERMIT	\$ 75.00	\$ 75.00	
INFRASTRUCTURE FEE	\$450/\$600	DELETED	REDUNDANT FEE-PROPOSED DELETING
RESIDENTIAL/COMMERCIAL LOCATING FEE	\$ 10.00	\$ 25.00	Time and materials
LOT SPLIT/LOT COMBINATION/PROPERTY LINE ADJUSTMENT/TRE-PLAT	\$ 300.00	\$ 100.00	\$10 a Lot
MECHANICAL - WATER HEATER FURNACE CHANGEOUT	\$ 40.00	\$ 40.00	

MODULAR HOMES

Fee Name	Old	Proposed	Proposed increase is for:
MODULAR HOME PARK	\$ 100.00	\$ 250.00	RED= CHANGES TO CURRENT FEE
SINGLE MODULAR	\$ 100.00	\$ 250.00	SITE AND STRUCTURAL REVIEW-INSPECTIONS -\$ INSPECTION AVERAGE
REPLACE EXISTING HOME	\$ 100.00	\$ 200.00	SITE AND STRUCTURAL REVIEW-INSPECTIONS -\$ INSPECTION AVERAGE
PARKING LOTS (AREA)	.15 PER 20,00 SQ FT	UNCHANGED	
PRO-RATE REIMBURSEMENT	SEE SECTION 400.1140		
RE-ROOFING	\$ 25.00	\$ 25.00	
RECORDING FEES			INCLUDED IN PLAT FEES
REPLAT	\$ 300.00	COMBINED FEE	REDUNDANT FEE - DELETE
REZONE	\$ 300.00	COMBINED FEE	DELETE SINGLE FEE
REZONE/REPLAT	\$ 300.00	\$ 300.00	
Rezone	\$ 300.00	\$ 300.00	
Replat	\$ 300.00	\$ 300.00	
MIXED USE (MU)	\$ 300.00	\$ 1,575.00	COMBINED REZONING AND PRELIMINARY & FINAL PLAT FEES WITH REVIEW OF DEVELOPMENT PLANS AND SUBDIVISION PLATS, COMPLYS WITH MU CODES, BONUS DENSITY, INFRASTRUCTURE INSPECTION, CORRECTIONS
MOVING A STRUCTURE	\$ 45.00	\$ 45.00	CASH BOND REQUIRED OF \$1,500
PRE INSPECTION	\$ 65.00	\$ 100.00	COVER INSPECTIONS FOR SETUP, ELECTRIC, PLUMBING HVAC AND GAS
MOVING A STRUCTURE	\$ 100.00	\$ 100.00	
SEPTIC-ONSITE WASTEWATER PERMIT	\$ 100.00	\$ 100.00	
SKETCH PLAN	\$ 100.00	\$ 100.00	
SIGNS			
BILLBOARDS	\$ 20 PER SQ FT	\$ 50 PER SQ FT	
DETACHED SIGNS	\$ 25.00	\$ 50.00	Site & structural Review with minimum 2 inspection
ATTACHED SIGNS	\$ 25.00	\$ 50.00	Site & structural Review with minimum 2 inspection
ILLUMINATED SIGNS	\$ 35.00	\$ 65.00	Site & structural Review with minimum 3 inspection
COMMERCIAL SIGNAGE WITH DEVELOPMENT			
SOLAR PERMIT	\$ 60.00	\$ 150.00	SITE AND ELECTRICAL REVIEW-2+ INSPECTION AVERAGE-INCREASING COMPLEXITY OF SOLAR SYSTEMS AND BATTERY INSTALLATIONS
RESIDENTIAL COMMERCIAL	\$ -	\$ 250.00	SITE AND ELECTRICAL REVIEW-2+ INSPECTION AVERAGE-LARGER SYSTEMS INCREASING COMPLEXITY OF SOLAR SYSTEMS AND BATTERY INSTALLATIONS
STORAGE TANKS			
LESS THAN 500 GALLONS	\$ 75.00	\$ 75.00	
MORE THAN 500 GALLONS	\$ 100.00	\$ 100.00	
STORM SHELTER	\$ 50.00	\$ 50.00	
STORM WATER BUYOUT	SEE SECTION 400.1640.K		
SUBDIVISION APPLICATION-MAJOR	\$ 50.00	\$ 75.00	
SUBDIVISION APPLICATION-MINOR	\$ 50.00	\$ 50.00	
SUBDIVISION PLATING APPLICATION			
RESIDENTIAL PRELIMINARY PLAT - \$1.50 per lot	\$ 225.00	\$ 500.00	HAD FEES FOR RESIDENTIAL/COMMERCIAL/PUD-REVISED AND SIMPLIFIED REVIEW HOURS, CODE COMPLIANCE, FLOOD ZONE REVIEW, EASEMENTS, STAFF DEVELOPMENT MEETING, CORRECTIONS, RECORDING, ONSITE INSPECTIONS, LEGAL REVIEW, ADVERTISEMENT ENGINEERING REVIEW, ONSITE INSPECTION
Commercial Plat	\$ 335.00	\$ 600.00	Sites less than ten (10) acres with no off-site drainage areas, with no sinkholes affected and no imminent downstream flooding problems. Sites of ten (10) acres or more with no off-site drainage areas, with no sinkholes affected and no imminent downstream flooding problems. Sites greater in size than twenty (20) acres, when proposed development affects sinkholes or any site, regardless of size, with imminent downstream flooding problems.
FINAL PLAT RESIDENTIAL - \$2.00 per lot	\$ 300.00	\$ 600.00	REVIEW HOURS, CODE COMPLIANCE, INSPECTIONS, CORRESPONDENCE, COMPLETION OF UTILITIES, CORRECTIONS, RECORDING, ONSITE INSPECTIONS, LEGAL REVIEW, ADVERTISEMENT, SIGNOFF APPROVAL
FINAL PLAT COMMERCIAL - \$5.00 per lot	\$ 700.00	\$ 700.00	REVIEW HOURS, CODE COMPLIANCE, INSPECTIONS, CORRESPONDENCE, COMPLETION OF UTILITIES, CORRECTIONS, RECORDING, ONSITE INSPECTIONS, LEGAL REVIEW, ADVERTISEMENT, SIGNOFF APPROVAL
SWIMMING POOLS			
ABOVE GRADE	\$ 35.00	\$ 35.00	
BELOW GRADE	\$ 75.00	\$ 120.00	SITE AND STRUCTURAL REVIEW 3+ INSPECTIONS ON AVERAGE
COMMERCIAL POOL	\$ 185.00	\$ 185.00	
COMMERCIAL PLAN REVIEW	\$ 75.00	\$ 75.00	

Fee Name Old Proposed Proposed increase is for:

GREEN = NEW
FEE ADDED
RED = CHANGES TO CURRENT FEE

Fee Name	Old	Proposed	Proposed increase is for:
TEMPORARY USE	\$ 100.00	\$ 100.00	
TEXT AMMENDMENT	\$ 100.00	\$ 100.00	
TOWERS-COMMUNICATION			
TOWERS IN HEIGHT-PERMIT FEE	\$ 100.00	\$ 150.00	
PLAN REVIEW	\$ 100.00	\$ 200.00	
ADDITIONAL 100 FEET	\$ 25.00	-	
ADD ANTENNA	\$ 100.00	\$ 100.00	
TECHNOLOGY FEE			15% OF BURDEN/A PERMIT FEE
VACATION OF EASEMENT	\$ 500.00	\$ 500.00	
VARIANCE PERMIT	\$ 300.00	\$ 300.00	
WELL PERMIT	\$ 100.00	\$ 100.00	

Residential Permit

<p>2000 0.001016330038</p> <p>2000 102.68</p> <p>R-1</p> <p>208.71</p>	<p>Gross Square Footage Permit Fee Multiplier (modified)</p> <p>2300000* .50X5657811/20 Building Budget X .50 Divided by Building Valuation for the Year 2023 Divided by 20</p> <p>Residential 0.001016330038</p> <p>0.02032660075</p>	<p>ICC Type of Construction 2020 IBC Modified</p> <p>Group</p> <p>Permit Fee</p> <p>52.18 Electrical Fee 25% of Building Permit Fee</p> <p>31.31 Plumbing Fee 15% of Building Permit Fee</p> <p>31.31 HVAC Fee 15% of Building Permit Fee</p> <p>31.31 Gas Fee 15% of Building Permit Fee</p> <p>31.31 Technology Fee 15% of Building Permit Fee</p> <p>50.00 Approach Fee</p> <p>650.00 Water Connection Meter Only</p> <p>800.00 Water Capacity 3/4" Meter</p> <p>200.00 Sewer Connect 3/4" Meter</p> <p>400.00 Park Facility Fee</p> <p>350.00 Police Facility Fee</p> <p>200.00 Treatment Facility Fee</p> <p>50.00 Plan Review Fee \$50 Per Hour-\$150 Per Hour 3rd Party</p> <p>50.00 Certificate Of Occupancy</p> <p>35.00 Issuance Fee</p>	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <th colspan="2" style="text-align: center;">Without Modification</th> </tr> <tr> <td style="text-align: right;">Trade fees</td> <td style="text-align: right;">\$ 4,174.27</td> </tr> <tr> <td style="text-align: right;">Other Fees</td> <td style="text-align: right;">\$ 2,504.56</td> </tr> <tr> <td style="text-align: right;">Total Fee</td> <td style="text-align: right;">\$ 9,453.83</td> </tr> </table>	Without Modification		Trade fees	\$ 4,174.27	Other Fees	\$ 2,504.56	Total Fee	\$ 9,453.83
Without Modification											
Trade fees	\$ 4,174.27										
Other Fees	\$ 2,504.56										
Total Fee	\$ 9,453.83										
Building Permit Fee Total			\$ 3,181.12								

Current Residential Permit Fees

<p>2000 2000 Square Feet</p> <p>70 Gross Area Modifier</p> <p>0.002 Permit Fee Modifier</p> <p>0.88 ICC Type of Construction</p> <p>190.4 Building Fee</p>	<p>50.00 Drive Approach:</p> <p>66.64 Electric Fee: 35% of Building Fee-\$50 Minimum</p> <p>66.64 Plumbing Fee 35% of Building Fee-\$50 Minimum</p> <p>66.64 HVAC Fee 35% of Building Fee-\$50 Minimum</p> <p>450.00 Residential Infrastructure</p> <p>250.00 Park Fee</p> <p>1,100.00 Sewer Fee - "4"</p> <p>650.00 Water Fee - "3/4" - \$650.00 Water Meter Only</p> <p>20.00 Certificate of Occupancy -</p> <p>10.00 Issuance Fee</p>	<p>\$ 2,920.32 Total Fee</p> <p>\$ (240.80) Price Difference</p>
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Commercial Permit

<p>2000 0.006775335354</p> <p>160 A-1</p> <p>216a.170747</p>	<p>Gross Square Footage Permit Fee Multiplier</p> <p>2300000* .5015657611/3</p> <p>ICC Type of Construction IBC 2020-Modified</p> <p>Group</p> <p>Building Permit Fee</p>	<p>433.63 Electrical Fee 20% of Building Permit Fee</p> <p>216.82 Plumbing Fee 10% of Building Permit Fee</p> <p>216.82 HVAC Fee 10% of Building Permit Fee</p> <p>216.82 Gas Fee 10% of Building Permit Fee</p> <p>216.82 Technology Fee 10% of Building Permit Fee</p> <p>1,550.00 Water Connection Fee-Meter Only</p> <p>4,100.00 Water Capacity Fee</p> <p>500.00 Sewer Connection</p> <p>150.00 Commercial Approach</p> <p>400.00 Park Facility Fee</p> <p>440.00 Police Facility Fee .22 per Sq Ft</p> <p>2,200.00 Treatment Facility Fee</p> <p>300.00 Plan Review Fee</p> <p>50.00 Certificate Of Occupancy</p> <p>25.00 Issuance Fee</p>	<p>5627611</p> <p>0.006775335354</p> <p>0.006775335354</p>
Building Permit Fee Total			\$ 13,158.07

Capacity Fees

<p>Home per Acre</p> <p>Sewer (2000)</p> <p>Water (2000)</p> <p>Streets(2850)</p>	<p>1000</p> <p>Per home</p> <p>1850</p> <p>2850</p>	<p>333.3333333</p> <p>Per home</p> <p>616.6666667</p> <p>950</p>	<p>6</p> <p>166.6666667</p> <p>Per Home</p> <p>308.3333333</p> <p>475 Per Home</p>
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The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.

Article X Fees

Section 500.110 Fee Schedule.

[Ord. No. 170213A § 2, 2-27-2017; Ord. No. 191125E, 12-9-2019]

- A. Adoption Of Fee Schedule. City of Willard hereby adopts a fee schedule for building fees and development fees associated with the construction, alteration, enlargement, repair, demolition, conversion, removal, remodeling, use or maintenance of all buildings and structures within the City.
- B. Collection Of Fees. All fees due and payable pursuant to the fee schedule herein adopted relating to commercial and residential buildings or structures shall be paid to the Willard City Clerk. All fees due and payable pursuant to the development fee schedule herein adopted shall be payable to the Willard City Clerk.
- C. City Of Willard Building Fee Schedule.

Building Fees

Building Fee = **Gross Area** Times **Permit Fee Modifier** Times **Type of Construction**

Use International Building Code\2012 2020 Permit Fee Schedule-**Modified** with the following multipliers:

~~Gross Area Modifier = 70~~ **Gross Area:**

Permit Fee Modifier = 0.0020

* Formula for Permit Fee **Modifier** (~~Gross Area X Gross Area Modifier X Type of Construction X Permit Fee Multiplier~~) (Building Department Budget - Times - Percentage to Recoup - Divided by Yearly building evaluation 2023 Divided by 20) - 230,000 X .50 / 5,657,611/20 = **0.001016330038**

Type of Construction per 2020 IBC Modified

The following fees deviate from the building fee:

All accessory buildings in zoning classifications of "A-1," "A-R" or "R" shall use construction Type U in the schedule.

RESIDENTIAL GARAGE ADDITION (ATTACHED OR DETACHED), HOME ADDITION OR ACCESSORY STRUCTURE PERMIT FEE: *Gross Square Footage X Permit Fee Modifier X Type of Construction Cost=Building Permit Fee*

EXISTING BUILDING/REMODEL PERMIT FEE: *Gross Square Footage X Permit Fee Modifier X Type of Construction Cost Divided by 2 = Building Permit Fee*

ELECTRICAL FEE: 25% of the Building Permit Fee

PLUMBING FEE: 15% of the Building Permit Fee

HVAC FEE: 15% of the Building Permit Fee

Building Fees

GAS FEE: 15% of the Building Permit Fee

PLAN REVIEW FEE:\$50.00 PER HOUR-\$150 PER HOUR 3RD PARTY

Issuance of permit ~~\$10.00~~ \$25.00

Blasting permit/excavation permit \$50.00

A performance bond of \$1,000.00 cash as surety for performance shall be deposited with the Willard City Clerk for any excavation within the right-of-way limits of any street, alley or sidewalk within the City, such cash bond shall be refunded after meeting the requirements of Section 400.1500.

Building permit fee minimum \$55.00

Building appeals request — non-refundable \$225.00

Change of owner or contractor on permit \$50.00

Accessory structure permit $\$50.00 \text{ min Square footage} \times \text{permit fee modifier} \times$
 Construction type

Fence building permit ~~\$10.00~~ \$25.00

~~<120 square feet building permit~~ \$10.00

~~120 to 300 square feet building permit~~ \$25.00

~~>300 square feet building permit~~ \$35.00

Conditional use permit \$100.00

Decks

Deck < 30 inches and/or < 120 square feet \$40.00

Deck > 30 inches and/or > 120 square feet \$50.00

Elevator \$150.00

Fire suppression system

Plan review \$100.00

Building Fees

Permit for new system	\$200.00
Permit for modification of system	\$100.00
Grading permit	\$75.00
Infrastructure fee	
Residential	\$450.00
Commercial	\$600.00
Mobile home (fee includes building, electric, plumbing and mechanical fee)	
Park	\$100.00 - \$250
Other than park	\$100.00 - \$250
Replace with existing services	\$100.00 - \$200
Park fee	
Residential	\$250.00 per lot
Certificate of occupancy	\$20.00 - \$50.00
Areas (parking lots, tennis courts, etc.)	\$0.15 per 100 square feet up to 20,000 square feet; 20,000 square feet or more, \$30.00 plus \$0.10 per each additional 100 square feet. A minimum of \$25.00
Paved driveways — curb and gutter	\$50.00
On-site wastewater systems (septic system)	\$100.00
Re-roofing permit	\$25.00
Signs	
Billboards	\$0.20 - \$0.050 per square foot
Building signs — detached	\$25.00 - \$50.00
Building signs — attached	\$25.00 - \$50.00

Building Fees

Illuminated signs	Add \$10.00
Storage tanks (per tank)	
< than 500 gallons	\$75.00
> than 500 gallons	\$100.00
Storm shelter	\$75.00
Swimming pools (fee includes building, electric, plumbing and mechanical)	
Residential (one- and two-family)	
Above grade	\$35.00
Below grade	\$75.00 \$120.00
All other pools (commercial)	\$185.00
Plan review fee for commercial pools	\$75.00
Temporary use permit	\$100.00
Towers (in height)	
Plan review fee	\$100.00 \$200
<100 feet	\$100.00
Each additional 100 feet	\$25.00
Antennas added to existing tower	\$100.00 per antenna assembly
Variance permit	\$300.00 plus any additional costs to City
Well	\$100.00
Reinspection fees:	
2nd reinspection	\$100.00
3rd reinspection, stop work order and fee	\$100.00 \$200
4th reinspection	\$500.00

Building Fees

Moving of structure or building:

Preinspection of building	\$45.00
Moving a structure	\$65.00 \$100.00 (plus electrical, plumbing, mechanical, etc.)

A cash bond of \$1,500.00 shall be deposited with the Willard City Clerk. The cash bond shall be refunded after structure has been moved, all proper inspections completed and the certificate of occupancy permit is issued.

Remodel: The fee for remodeling shall be based on one-half (1/2) of the amount for a new building, but not less than the minimum fees.

Commercial in-fill: The fee for in-fill construction in existing commercial buildings shall be one-half (1/2) of the amount for a new structure, but not less than the minimum fees.

Demolition: The fee for demolition of a building shall be \$100.00. A cash bond of \$500.00 shall be deposited with the City of Willard. The bond shall be refunded after the proper inspections have been completed and all required documents are submitted.

Work without permit: Where work has commenced without proper permits, an additional fee equal to the amount of the permit ~~[not to exceed \$100.00]~~ 2 times the permit fee plus \$200 will be charged. Emergency work (situations wherein life, health and/or safety would be affected) will be exempt from this charge if the proper permit is obtained within seventy-two (72) hours after notification.

Electrical fees:

Electrical	35% 25% of building fee
Minimum fee	\$50.00

Plumbing fees:

Plumbing fees	35% 15% of building fee
Minimum fee	\$50.00

Mechanical fees:

Mechanical fees	35% 15% of building fee
Minimum fee	\$50.00

Building Fees

Gas Fees: 15% of building fee

Technology Fee: 15% of building fee

Mechanical fee for the change out of a furnace or water heater \$40.00

All permit fees shall be rounded to nearest dollar amount

Examples: \$129.49 = \$129.00 and \$129.50 = \$130.00

D. City Of Willard Development Fee Schedule.

Development Fees

All legal, recording, advertising and/or consulting fees will be billed to the applicant in addition to the following:

Sketch plan review

Residential \$100.00

Commercial \$100.00

Planned development district \$100.00

Application major subdivision \$50.00-\$300.00 Plus \$3.00 a lot

Application minor subdivision \$50.00-\$150 Plus \$10 a lot

Preliminary plat

Residential \$250.00 plus \$2.50 per lot \$450.00

Commercial \$335.00 plus \$3.35 per lot \$550.00

Planned development district \$300.00 plus \$6.00 per lot

All appeals \$100.00

Major site application \$50.00

Development Fees

Minor site application	\$50.00
Final plat	
Residential	\$300.00 plus \$10.00 per lot \$600.00
Commercial	\$300.00 plus \$10.00 per lot \$700.00
Planned development district	\$300.00 plus \$10.00 per lot
Floodplain development fees	\$250.00
Stormwater buyout	See Section 400.1460(K)
Rezoning	\$300.00
Text amendment	\$100.00
Lot split/replat	\$300.00
Annexation	\$100.00
Pro rata reimbursement	See Section 400.1460

E. City Of Willard Miscellaneous Fee Schedule.

Miscellaneous Fees

Fireworks:

Fireworks display	\$50.00
Fireworks license-dealer	\$200.00
Occupancy without a permit	\$150.00/daily
Recording fees	Varies per project
Water connection fees	See Section 705.090
Sewer connection fees	See Section 710.470

Miscellaneous Fees

FOG permit ~~\$10.00~~ \$25.00

Abatement fees Varies per violation

Locate fee \$5.00 \$25.00

Medical Marijuana

CITY OF WILLARD, MISSOURI

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Consent Agenda Item #15

Capacity and Facility Fees – 500.115. Discussion/Vote

1. Facility & Capacity Fees-Section 500.115

This chapter shall be known as the "**Facility & Capacity Fee Section.**"

2. Definitions and Rules of Development.

The following words, terms, and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Applicant means any person who files an application with the city for a development permit to undertake a new project within the city.

Boundaries means where a road right-of-way is used to define benefit district boundaries, that portion of the road right-of-way demarcating the boundary shall be considered as part of the benefit district it bounds.

Building permit. See Section 500.110

Capacity fee means a fee that:

- Is imposed on new development as a condition of the issuance of a plat or building permit.
- Is calculated to defray all or a portion of the costs of the public facilities required to accommodate new development at city-designated level of service.
- That provides a roughly proportionate benefit to new development; and is proportionate in amount to actual impact of new development on the public facilities to be funded with the capacity fee funds. See Section 500.115.B.

Capital Improvements budget means the portion of the city's budget that reflects capital improvements scheduled for a fiscal year.

Certificate of Occupancy means an official document evidencing that a building satisfies the requirements of the city for the occupancy of a building. See Section 400.290

Commencement of land development means and occurs upon any of the following events:

- The issuance of any permit to authorize building or development of any kind on the property; or
- The completion of a project ending in the issuance of any certificate of occupancy.

Contribution means construction, payment, or dedication of land accepted and received by the city, that increases the capacity of a public facility.

Credit means a reduction in the amount of a fee due pursuant to this chapter that:

- Is granted pursuant to an approved reimbursement and validly executed development agreement between the city and the applicant or a previous applicant; and
- Resulted in the provision of excess public facility capacity sufficient to offset the impacts of the proposed new development on public facilities.

Development order means any action by the applicable decision-making authority that approves any rezoning, use permit, special-use permit, preliminary plat, final plat, variance, appeal, or any other valid permit or decision that is needed to establish, or is part of a sequence of permits that is needed to establish, a capacity affecting land development.

Fee payer means a person commencing capacity affecting land development who is obligated to pay fees in accordance with the terms of this chapter.

Finance director means the finance director for the city, or an authorized designee of the finance director.

Capacity affecting land development means land development designed or intended to permit a use of the land that:

- Will contain more dwelling units or floor space than the then existing use of the land; or
 - The making of any material change in the use of any structure or land in a manner that increases the generation of vehicular traffic or the demand on a public facility.
 - The type of proposed incapacity affecting land development is based on the proposed use of the land.
- **Fee Table See Section 500.115.E,F,G,H**

Land means the earth, water, and air above, below, or on the surface, and includes any improvements or structures customarily regarded as land.

Level of service means an indicator of the extent or degree of service provided by, or proposed to be provided by, a facility based on and related to the operational characteristics of the facility. The level of service is the capacity per unit of demand for each public facility.

New development means any construction, reconstruction, redevelopment, rehabilitation, structural alteration, structural enlargement, structural extension, or new use within the city that requires a building permit after the effective date of this chapter, including any change in use of an existing building, structure, or lot that increases the demand for public facilities.

Park or Park facility means land and improvements, such as playgrounds, fountains, or swimming pools, used or to be used for recreational purposes by the general public, including both the acquisition of such land, the construction of improvements on the land, and the expenditure of funds incidental to these purposes, including but not necessarily

limited to planning, engineering and design of the park and improvements, utility relocation, provision of improvements, utility relocation, provision of pedestrian and vehicular access thereto and purchase of equipment, the need for which are attributable to new residential development. A park facility includes any recreational center such as a fitness center, aquatic center, or related building that provides opportunities for recreation, exercise, or leisure activities for the general public. **See Section 500.155.6.A**

Pocket Park: Pocket parks are small neighborhood parks designed as meeting places, play areas, trailheads, lunch spots and spaces for people to relax

Police facility means public facilities, including headquarters, land acquisition, auxiliary buildings, vehicles, and equipment that provide law enforcement services added capacity to serve new development. **See Section 500.115.6.B**

Public facility means any capital park, police, or sewer facility.

Reimbursement means repayment of fees in an amount that fairly reflects the value of public facilities dedicated or constructed by an applicant.

Sewer facility means any sanitary sewer, sewage treatment plant, sewage works, treatment works.

Technology Fee is assessed to all permits for the maintenance of the building department software. The technology fee shall be 25% of the building fee.

Time of payment. All capacity fees shall be collected prior to issuance of the final plat. Facility fees shall be collected before the issuance of the building permit..

Treatment Facility: Means all high-pressure sewer installations, pumpstations, pumps, ponds, generators and facilities.

Dedication of land or facilities. Any land or facilities agreed to be dedicated to the city as a condition of development approval shall be dedicated by either easement or deed, at the discretion of the city, no later than the time at which capacity fees are required to be paid under this section.

Fee agreement. At any time prior to issuance of a Final Plat, the owner of the property may enter into a fee agreement with the Board of Aldermen providing for payment of the fee pursuant to the terms of this chapter.

3. Authority and findings.

Capacity fees are charges or rents for the use of the city utilities, and that are paid by persons who develop and use the public infrastructure of the city.

4. Purpose.

This chapter requires all new capacity affecting land development to contribute its proportionate share of the funds, land, or public facilities necessary to accommodate any impacts on public facilities having a rational nexus to the proposed land development for which the need is reasonably attributable to the proposed development.

5. Applicability.

Land area. This chapter applies to the incorporated area of the city.

Fee obligation, determination, and payment.

After the effective date of the ordinance from which this chapter is derived, any person or governmental body who commences any capacity affecting land development shall pay a capacity fee.

The capacity fee shall be determined and paid to the city prior to the recording of the final plat, or any such approval as may be required to initiate a capacity affecting land development.

If the building permit or other approval is for less than the entire development, the fee shall be computed separately for the amount of development covered by the permit.

If the fee is required for capacity affecting land development that increases impact because of a change in **use or the expansion of an existing use**, the fee shall be determined by computing the difference in the fee schedule between the new capacity affecting land development and the existing capacity affecting land development.

The obligation to pay the capacity fees run with the land.

Exemptions. The following development is exempt from the terms of this chapter. An exemption shall be claimed by the fee payer at the time of application for a building permit.

- Alterations or expansion of an existing building where no additional dwelling units are created, or no additional impact will be made on the demand for public facilities.
- The construction of accessory buildings or structures will not increase the demand for public facilities.
- The replacement of a residential building or structure of the same size and use if no additional dwellings are added.
- The replacement of a nonresidential building or structure with a building of the same size and use if there is no increase in the demand for public facilities.
- Any building permit issued pursuant to a final plat that was validly approved as of the date that this chapter was adopted.

6. Facility Fee Schedule

a.	Park Facility*	\$400.00 Per Home - \$350.00 Per Unit		
b.	Police Facility*	\$350.00 - per residential unit <i>(.22 per sq ft commercial)</i>		
c.	Technology Fee:*	15% of Building Fee		
d.	Treatment Facility*	Per Residential Unit		
	i. Meter Size			
	1. ¾"	\$200.00		
	2. 1"	\$500.00		
	3. 2"	\$1800.00		
	4. 4"	TBD++		
e.	Water Capacity**	section 705-095		
	i. Meter Size	Current	Proposed	
	1. ¾"	\$1200.00	-\$800.00	
	2. 1"	\$1550.00	-\$1500.00	
	3. 2"	\$3850.00	-\$4100.00	
	4. 4"	TBD++	TBD	
f.	Sewer Capacity**	section 710.475		
	i. Meter Size		Strafford	Nixa
	1. ¾"	\$1100.00	-\$1500.00	\$2512.99
	2. 1"	\$1300.00	-\$3100.00	\$4228.54
	3. 2"	\$4000.00	-\$7200.00	\$9609.94
	4. 4"	\$13,300.00	-\$14,400.00	\$27457.00
	5. 6"	TBD	-\$21,600.00	\$49422.60
g.	Street Impact:	\$800.00		
h.	Storm Drain Capacity:	\$300.00		

**Fees to be accessed on the Building Permit.*

***Fees to be accessed before recording of Preliminary Plat.*

++Commercial Development Impact reviewed separately.

Sec. 500.116 – Connection Fee*-See section 705.090(update table)

1. Water Connection-**High flow low flow meters for 2" and above**

Meter Size		Meter Only*subject to change
a. ¾"	\$1200.00	-\$650.00
b. 1"	\$1550.00	-\$750.00
c. 2"	\$3850.00	-\$1550.00
d. 4"	TBD	-\$3500.00
e. 6"	TBD	

2. Sewer Connection

Meter Size	
a. ¾"	\$200
b. 1"	\$350
c. 2"	\$500
d. 4"	\$750
e. 6"	\$950
f. 8"	\$1200
g. 10"	TBD

Sec. 500.117 - Three-year review.

At least once every three years, the city planner may recommend to the city council whether any changes should be made to the capacity fee schedule to reflect changes in the factors that affect the fee schedule. The purpose of this review is to analyze the effects of inflation on the actual costs of facilities, to assess potential changes in needs, to assess any changes in the characteristics of land uses, and to ensure that the fee charged new capacity generating land development will not exceed its pro rata share for the reasonably anticipated expansion costs of facilities necessitated by its presence.

Annual adjustment.

On January 1 of each year thereafter, the Planning Director may review development to reflect inflationary increases in the cost of providing capital facilities. He may forward a recommendation for the city council's approval, an adjustment to the connection fee. The adjustment to be based upon the most recent 20-city annual national average data from the Engineering News Record Construction Cost Index, classified by the cities of like size and region.

Typical Permit- Pre Change

2000 Square Feet

Gross Area Modifier - 70

Permit Fee Modifier - .002

ICC Type of Construction - .68

Building Fee: \$190.40

Certificate of Occupancy - \$20.00

Drive Approach: \$50.00

Electric Fee: - \$67.00 - 35% of Building Fee

Plumbing Fee - \$67.00 - 35% of Building Fee

HVAC Fee - \$67.00 - 35% of Building Fee

Residential infrastructure - \$450.00

Park Fee - \$250.00

Sewer Fee - ¾" \$1100.00

Water Fee - ¾" - \$650.00 Water Meter Only

Issuance Fee - \$10.00

Total Fee \$2920.32

Proposed Building Fees

2000 Gross Square Footage

Permit Fee Modifier: **0.0008572522925**

(Building Department Budget X .5 Divided by Building Valuation for the Year 2023 (\$5,657,611) Divided by 10)

ICC Type of Construction - 120.68

Group: R-1

Permit Fee **\$176.0453308**

Electrical Fee - \$44.01 - 25% of building Fee-Was 35%

Plumbing Fee - \$44.01 - 25% of Building Fee-Was 35%

HVAC Fee - \$44.01 - 25% of Building Fee-Was 35%

Gas Fee - \$44.01 - 25% of Building Fee

Sewer Connection Fee - \$200-per 500.116.2

Water Connection Fee - \$650-Water meter only

Park Facility - \$400.00-Was \$250

Police Facility - \$400.00-Was \$0

Technology Fee- \$49.51 - 25% of Building Fee

Treatment Facility Fee: -¾ - \$350.00

Plan Review:- \$150 Per Hour \$250 per Hour 3rd party

Approach- \$50.00

Certificate of Occupancy: - \$50 - Was \$20

Issuance Fee- \$25 - Was \$10

Fee Total - **\$ 2,671.10** (-\$ 249.22)

Capacity-Per Acre- Per Capacity study with Cochrane Engineering March 2024

Water Capacity - \$800.00

Sewer Capacity	- \$1500.00
Streets Capacity	-\$2800.00
Storm Drain Capacity	- \$300.00

Development Fee Total – \$3400.00

CITY OF WILLARD, MISSOURI

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Consent Agenda Item #16

**Police Retention via Shift Differential and Pay Schedule
Discussion/Vote**

CITY OF WILLARD, MISSOURI

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Background:

Following up on the previous meeting regarding pay raises sought by the Chief of Police. During that meeting he indicated that area police departments are, on average, offering \$23/hour starting pay resulting in recruitment and retention difficulties.

Discussion:

Other police departments are reportedly actively recruiting from one another, including from our department, and offering competitive rates and benefits. This presents a risk to retaining our employees, without whom public safety may be compromised, and mistakes may occur due to the fatigue of the remaining officers. The budget cannot support what amounts to almost a 19% raise at this time to bring officers to the regional rate of \$23/hour.

In a future agenda in addition to a take home vehicle policy, the question of a public safety tax will be raised, which may permit a more competitive offering in the not-too-distant future if the voters believe this is a route to pursue; review by the city attorney will be necessary before these can be considered.

Below you will see that I have run a few scenarios for the Board's consideration. I have presented three alternatives and the requested rate for comparison. Rates were initially determined based on a straight percentage, then adjusted to fit our current grade and step tables, causing slight deviations from the straight percentage determined rates shown in the exhibits below. When considering combined rate and fringe benefits, the increase appears more moderate than when viewed solely as a wage change.

Shift Differential:

I have also explored the requested shift differential. The requested shift differential of \$0.50 per hour for the second shift, which has 2 staff working 10 hours shifts 4 out of 7 days a week, would cost an additional \$2,080 annually. The third shift receiving the recommended \$1.50/hour, which also has 2 staff working 10 hours shifts 4 out of 7 days a week, would cost an additional \$6,240 annually. The total cost to add a differential is \$8,320 for the incentive based on the current rate and level of service.

Because of the way a shift differential is applied, it remains unchanged regardless of decisions on hourly rates, and is earned by a maximum of 2 officers per shift, and 2 shifts out of the day. This provides a natural control mechanism to total cost ensuring only eligible employees in receipt of the differential pay are those assigned to 2nd or 3rd shift and only for the hours designated.

Recommendation:

My recommendation is a 5% increase plus both shift differential options. Combined, this adds a cost of \$30,736.72 to this year, which in actuality would be lower due to a mid-year implementation date, and could be easily absorbed by using salary savings made available by leaving the 12th officer position open and unfillable. Alternatively, in addition to denying any rate or differential pay options, the Board could choose one of the other options to provide additional raises to the police department:

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Alternative #1.

10% Increase + Shift Differential: Combined, this adds a cost of \$56,297.39 to this year, which would be prorated depending on the implementation date and could be absorbed by using salary savings from leaving the 12th officer position open and unfilled. While I have asked Carolyn to tentatively budget a 5% increase for next year, we would ideally need to ensure the 12th position remains locked for another year to support the overall increase through salary savings.

Alternative #2.

9.37% Increase + Shift Differential: This is a compromise, given that the \$23/hour amounts to roughly an 18.74% increase. A 9.37% increase plus the shift differential would add a cost of \$50,892.15 to this year. This cost would also be prorated depending on the implementation date and could be absorbed by using salary savings from leaving the 12th officer position open and unfilled. While I have asked Carolyn to tentatively budget a 5% increase for next year, we may have to keep the 12th position locked for another year to support the overall increase, though this is less likely.

Options:

1. Approve a rate increase plus shift differential pay.
 - a. Differential pay may be approved for 2nd, 3rd or both shifts.
2. Approve only a rate increase.
3. Approve only shift differential pay.
 - a. Differential pay may be approved for 2nd, 3rd or both shifts.
4. Deny rate changes and differential pay.

Conclusion:

Given that the Chief of Police feels a 5% increase combined with the shift differential is a good starting point, combined with efforts to implement a vehicle take-home policy with our available fleet and work towards a voter question for a longer-term solution, this recommendation provides a balanced and sustainable approach to addressing recruitment and retention challenges. Staff recommends the board consider option 1 at a rate of 5% with both differential options.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Wesley Young', is written over a light blue circular stamp.

Wesley Young, MPA, CPM
City Administrator
City of Willard

CITY OF WILLARD, MISSOURI

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Consent Agenda Item #17

Ordinance Amended 2024 Budget (1st Read) Discussion/Vote

FIRST READING: 6/10/2024

SECOND READING: 6/24/2024

BILL NO. 24-25

ORDINANCE NO. 240530

AN ORDINANCE TO AMEND THE 2024 BUDGET.

WHEREAS, the City of Willard has deemed it necessary to provide amendments to the 2024 Budget.

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

SECTION 1: That the 2024 Budget Amendments are attached to this Ordinance and shall be incorporated herein by reference as if fully set forth herein.

SECTION 2: That these 2024 Budget Amendments are adopted as a part of the 2024 Budget.

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

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

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

READ TWO (2) TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI ON THE ____ DAY OF _____ 2024.

Approved as to form: _____
Holly Dodge, City Attorney

Attested by:

Janice Gargus, City Clerk

Approved by:

Sam Baird, Mayor

CITY OF WILLARD, MISSOURI

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Consent Agenda Item #18

**Water Tower #2
Discussion**

