

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

September 11, 2023

7:00 p.m.

Willard City Hall

224 W. Jackson

Mayor

Samuel Snider

Board Members

Sam Baird-Mayor Pro-Tem

Corey Hendrickson

Troy Smith

David Keene

Landon Hall

Scott Swatosh

www.cityofwillard.org

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Consent Agenda Item #2

Agenda Amendments/Approval of Agenda

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
September 11, 2023
7:00 P.M.**

Posted September 7, 2023

Notice is hereby given that the City of Willard, Missouri, Board of Aldermen will conduct a meeting at **7:00 p.m.** September 11, 2023, 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 August 28, 2023
- b. August/September 2023 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 August/September 2023. Discussion/Vote

5. Citizen Input

6. Accepting the bid for Auditing Services. Discussion/Vote

7. Discussion of Inflow and Infiltration of Sanitary Sewer System

8. Sanitary Sewer Projects Status Report

9. New Business

10. Unfinished Business

11. Close Open Session

12. Open Executive Session

13. Close Executive Session

14. Adjourn Meeting

THE TENTATIVE AGENDA SHOWS THIS MEETING CLOSED PURSUANT TO RSMO SECTION 610.021 (# 1) LEGAL AND SECTION 610.021 (# 3 AND # 13) PERSONNEL.

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.

Dona Slater
City Clerk

CITY OF WILLARD, MISSOURI

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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.”

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CITY OF WILLARD, MISSOURI

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Consent Agenda Item #3a

Minutes from the Regular Meeting August 28, 2023

CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
August 28, 2023
7:00 p.m.

Staff present: Director of Finance, Carolyn Halverson; Police Officer, JD Landon; Project Engineer, Steven Bodenhamer; City Inspector, Randy Brown; Planning and Zoning Associate, Tammy Nephew; Director of Public Works, Justin Sorgen; Director of Parks and Rec, Jason Knight; and City Clerk, Dona Slater.

Attorney Ken Reynolds was in attendance.

Citizens in attendance: Kim Holaday, Adam Horton, Justin Orf, Jim Vaughn, Dylan Dempsey, Debbie Ihrig, Larry Whitman, John Little, and Colton Rice.

Call to Order.

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

Roll Call.

The City Clerk conducted the Roll Call.

Alderman Smith-present, Alderman Swatosh-present, Alderman Keene-present, Alderman Baird-present, Alderman Hall-present, and Mayor Snider-present. Alderman Hendrickson-not present.

Agenda Amendments/Approval of Agenda

Motion was made by Alderman Smith and seconded by Alderman Hall to approve the Agenda.

Motion carried with a vote of 5-0. Voting aye: Aldermen Baird, Smith, Hall, Keene, and Swatosh.

Consent Agenda

Motion was made by Alderman Hall and seconded by Alderman Baird to approve the Consent Agenda.

Motion carried with a vote of 4-0. Voting aye: Aldermen Smith, Hall, Keene, and Swatosh. Alderman Baird abstained.

Current and Outstanding Invoices, and Draft and Check Paid Invoices for July/August 2023. Discussion/Vote

Motion was made by Alderman Smith and seconded by Alderman Hall to approve the Current Outstanding Invoices, and Draft and Check Paid Invoices for July/August 2023.

Motion carried with a vote of 5-0. Voting aye: Aldermen Keene, Smith, Hall, Baird, and Swatosh.

Citizen Input

None.

Appointment of Park Board Members. Discussion/Vote

Mr. Knight, Director of Parks and Rec, presented two candidates to the Board of Aldermen. He stated that each candidate came to Park Board meetings and requested appointment to the Board. He recommends the appointments.

Motion was made by Alderman Smith and seconded by Alderman Baird to appoint Eric Wilkins and Alicia Lloyd to the Park Board.

Motion carried with a vote of 5-0. Voting aye: Aldermen Keene, Smith, Hall, Baird, and Swatosh.

Public Hearing for the 2023 Tax Levy

Mayor Snider opened the Public Hearing at 7:04 p.m.

No one wished to speak.

Mayor Snider closed the Public Hearing at 7:04 p.m.

Ordinance approving the 2023 Tax Levy (1st and 2nd Read) Discussion/Vote

Ms. Halverson, Director of Finance, said our assessment has increased. Greene County sent the information to the City and our tax rate has been lowered. The Levy is set by the State and required by law.

The first read was conducted by the City Clerk.

Motion was made by Alderman Baird and seconded by Alderman Hall to approve the 2023 Tax Levy.

Motion carried with a vote of 5-0. Voting aye: Aldermen Hall, Smith, Keene, Baird, and Swatosh.

The second read was conducted by the City Clerk.

Motion was made by Alderman Baird and seconded by Alderman Hall to approve the 2023 Tax Levy.

Motion carried with a vote of 5-0. Voting aye: Aldermen Baird, Hall, Smith, Swatosh, and Keene.

Ordinance adopting the 2023 updates to General Code. (1st and 2nd Read) Discussion/Vote

Mr. Reynolds, Attorney, said each year General Code makes changes based on new State laws and statutes. This yearly Ordinance adopts all updates to the City's code from our Ordinances and new laws passed at the State level.

The first read was conducted by the City Clerk.

Motion was made by Alderman Baird and seconded by Alderman Keene to adopt the 2023 updates to General Code.

Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Baird, Keene, Hall, and Swatosh.

The second read was conducted by the City Clerk.

Motion was made by Alderman Keene and seconded by Alderman Hall to adopt the 2023 updates to General Code.

Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Baird, Keene, Hall, and Swatosh.

Approval of Agreement with CJW Transportation Consultants, LLC for professional consulting services in all facets of engineering operations and maintenance. Discussion/Vote

Mr. Bodenhamer, Project Engineer, said the project to resurface Jackson Street is on the books but fell through the cracks and never got locked in. We need an engineering plan for the Ozark Transportation Organization (OTO) and a contract to put together plans and specifications to get this on the books with OTO for 2024. A formal agreement is necessary.

Motion was made by Alderman Smith and seconded by Alderman Hall to approve the agreement with CJW Transportation Consultants, LLC for professional consulting services in all facets of engineering operations and maintenance.

Motion carried with a vote of 5-0. Voting aye: Aldermen Baird, Hall, Smith, Swatosh, and Keene.

Public Hearing of the re-platting request for Generations Village and accepting the Final Development Plan.

Mayor Snider opened the Public Hearing at 7:20 p.m.

No one wished to speak.

Mayor Snider closed the Public Hearing at 7:20 p.m.

Ordinance to approve the Final Development Plan and Re-plat of Generations Village. (1st and 2nd Read) Discussion/Vote

Mr. Brown, City Inspector, said that in 2021 Kim Haase began a 52-unit development. There were problems with storm water easement and utilities. Since then, everything has been addressed. The re-plat will just be one development southwest of the Police Department. The Planning and Zoning Commission has approved the Final Development Plan and Re-plat of Generations Village.

The first read was conducted by the City Clerk.

Motion was made by Alderman Smith and seconded by Alderman Hall to approve the Final Development Plan and Re-plat of Generations Village.

Motion carried with a vote of 5-0. Voting aye: Aldermen Keene, Smith, Hall, Baird, and Swatosh.

The second read was conducted by the City Clerk.

Motion was made by Alderman Hall and seconded by Alderman Smith to approve the Final Development Plan and Re-plat of Generations Village.

Motion carried with a vote of 5-0. Voting aye: Aldermen Swatosh, Hall, Baird, Keene, and Smith.

Public Hearing of an amendment to the Final Development Plan for Stone Creek Phase II.

Mayor Snider opened the Public Hearing at 7:32 p.m.

John Little, Flintrock Construction, LLC, said there was confusion with the original covenant. The Planning and Zoning Commission voted down the amendment to the Final Development Plan for Stone Creek Phase II. He said they came to a consensus to use vertical siding.

Mayor Snider closed the Public Hearing at 7:33 p.m.

Ordinance to approve an amendment to the Final Development Plan for Stone Creek Phase II. (1st and 2nd Read) Discussion/Vote

Mr. Brown, City Inspector, said there has been a lengthy discussion about this. Stone Creek was originally developed by Kim Haase for 42 lots. The original agreement was to put brick on the seven homes on Hughes Road. After the Final Plat was approved Flintrock Construction, LLC purchased the development. They want to amend the original agreement, so they do not have to place brick on

these houses and use vinyl siding instead. The original agreement states no vinyl siding but maintenance free materials at the developer's discretion. They had completed two houses and one house was partially sided with vinyl before they received a letter from the City's attorney. Mr. Reynolds, Attorney, said we have to be careful not to violate our own Ordinances. Alderman Hall stated the original plan said no vinyl siding and that's pretty clear. Alderman Baird said it sounds like they are trying to downgrade the quality of the homes. Mr. Brown recommends allowing the developer to use vinyl siding if they agree to brick four houses and let the first three go with vinyl. Alderman Smith said there seems to be a lot of miscommunication and bending of rules and regulations. He disagrees that we should let it go. If it's in writing, then it's in writing he said.

The first read was conducted by the City Clerk.

There was no motion made. This Ordinance died.

Motion was made by Alderman Smith and seconded by Alderman Hall to send this item back to the Planning and Zoning Commission for clarification of maintenance free materials.

Motion carried with a vote of 4-0. Voting aye: Aldermen Smith, Hall, Swatosh, and Baird. Alderman Keene abstained.

Resolution authorizing Steven D. Bodenhamer, Project Engineer to file an application with the U.S. Environmental Protection Agency (EPA) Community Grants Project Program. Discussion/Vote

Mr. Bodenhamer, Project Engineer, stated this resolution will allow him to sign documents. The City is at the point to start the application filing process. City Attorney Ken Reynolds has reviewed this resolution and it is good to go.

Motion was made by Alderman Swatosh and seconded by Alderman Smith to approve the Resolution authorizing Steven D. Bodenhamer, Project Engineer to file an application with the U.S. Environmental Protection Agency (EPA) Community Grants Project Program.

Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Hall, Baird, Keene, and Swatosh.

Sanitary Sewer Projects Status Report

Mr. Bodenhamer, Project Engineer, said the deadline for response to the Formal Request for Qualifications (FRQ) was last Friday, August 25, 2023. Three proposals were received. These proposals will be presented to the review team of Steven Bodenhamer, Mayor Snider, Justin Sorgen, Trevor Hoffman, Greg Williams, and Darren Proctor. Mr. Bodenhamer said there will be more information at the next meeting.

New Business

Alderman Swatosh said we need to look at the completed Stone Creek houses before sending the item back to the Planning and Zoning Commission. Alderman Smith said we need to clean up our definitions so we can be consistent.

Unfinished Business

Alderman Hall asked where we are at with the City Administrator and Director of Planning and Zoning open positions. The City Clerk stated that the Director of Planning and Zoning position is posted on Indeed and two planning websites. The City Administrator position is not posted. Mayor Snider said he will address these items in the Closed Session.

Close the Open Session

Motion was made by Alderman Baird and seconded by Alderman Hall to close the Open Session.

Motion carried with a vote of 5-0. Voting aye: Aldermen Smith, Swatosh, Keene, Hall, and Baird.

The Open Session closed at 8:11 p.m.

Open the Executive Session

Motion was made by Alderman Baird and seconded by Alderman Smith to open the Executive Session.

Motion carried with a vote of 5-0. Voting aye: Aldermen Hall, Baird, Smith, Swatosh, and Keene.

The Executive session opened at 8:22 p.m.

Close the Executive Session

Motion was made by Alderman Smith and seconded by Alderman Baird to close the Executive Session.

Motion passed with a vote of 5-0. Voting aye: Aldermen Swatosh, Keene, Baird, Hall, and Smith.

The Executive Session closed at 9:25 p.m.

Adjourn Meeting

Motion was made by Alderman Baird and seconded by Alderman Swatosh to adjourn the meeting.

Motion carried with a vote of 5-0. Voting aye: Aldermen Swatosh, Smith, Hall, Baird, and Keen.

The meeting adjourned at 9:25 p.m.

Dona Slater, City Clerk

Samuel Snider, Mayor

**CITY OF WILLARD
BOARD OF ALDERMEN**



**AGENDA ITEM #3b
FINANCE DEPARTMENT**

ACTION REQUIRED: APPROVAL REQUESTED

- **August 2023/September 2023 Outstanding Invoices**
- **August 2023/September 2023 Check Paid Invoices
and Draft Paid Invoices**



City of Willard, MO

Expense Approval Report 1

By Vendor Name

Post Dates 8/31/2023 - 9/8/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: REP425 - ALLIED SERVICES, LLC					
ALLIED SERVICES, LLC	0394-007334262	09/08/2023	RECYCLE CENTER-S	20-700-57200	104.06
ALLIED SERVICES, LLC	0394-007334576	09/08/2023	RECYCLE CENTER EXP-S	20-700-57200	150.00
ALLIED SERVICES, LLC	0394-007336061	09/08/2023	TRASH EXP-ALL	10-100-62300	75.00
ALLIED SERVICES, LLC	0394-007336061	09/08/2023	TRASH EXP-ALL	10-200-62300	50.00
ALLIED SERVICES, LLC	0394-007336061	09/08/2023	TRASH EXP-ALL	20-600-62300	170.17
ALLIED SERVICES, LLC	0394-007336061	09/08/2023	TRASH EXP-ALL	20-700-62300	170.18
ALLIED SERVICES, LLC	0394-007336061	09/08/2023	TRASH EXP-ALL	30-800-62300	551.91
ALLIED SERVICES, LLC	0394-007337345	09/08/2023	RESIDENTS TRASH SERV-S	20-700-56600	11,835.80
Vendor REP425 - ALLIED SERVICES, LLC Total:					13,107.12
Vendor: BVM100 - BEST VALUE MOBILE STORAGE LLC					
BEST VALUE MOBILE STORAG	207219	09/08/2023	2X40 FT, 1X20 FT CONTR RENT - PKS	30-800-55850	305.00
BEST VALUE MOBILE STORAG	207220	09/08/2023	20 FT CONTAINR RENTAL - STS/W/S	10-300-55850	15.00
BEST VALUE MOBILE STORAG	207220	09/08/2023	20 FT CONTAINR RENTAL - STS/W/S	20-600-55850	30.00
BEST VALUE MOBILE STORAG	207220	09/08/2023	20 FT CONTAINR RENTAL - STS/W/S	20-700-55850	30.00
BEST VALUE MOBILE STORAG	207221	09/08/2023	40' CONTAINER RENTAL - PKS	30-800-55850	115.00
Vendor BVM100 - BEST VALUE MOBILE STORAGE LLC Total:					495.00
Vendor: BWI200 - BULK WASTE LLC d/b/a BWI SANITATION					
BULK WASTE LLC d/b/a BWI S	S23-9910	09/08/2023	BWI MILLER TOILET RENTALS - PKS	30-800-55850	239.80
Vendor BWI200 - BULK WASTE LLC d/b/a BWI SANITATION Total:					239.80
Vendor: CFS100 - CANON FINANCIAL SERVICES, INC					
CANON FINANCIAL SERVICES,	31156003	09/08/2023	COPIER LEASE-ALL	10-100-55850	32.94
CANON FINANCIAL SERVICES,	31156003	09/08/2023	COPIER LEASE-ALL	10-200-55850	68.28
CANON FINANCIAL SERVICES,	31156003	09/08/2023	COPIER LEASE-ALL	10-250-55850	5.49
CANON FINANCIAL SERVICES,	31156003	09/08/2023	COPIER LEASE-ALL	10-400-55850	5.49
CANON FINANCIAL SERVICES,	31156003	09/08/2023	COPIER LEASE-ALL	20-600-55850	32.94
CANON FINANCIAL SERVICES,	31156003	09/08/2023	COPIER LEASE-ALL	20-700-55850	32.94
CANON FINANCIAL SERVICES,	31156003	09/08/2023	COPIER LEASE-ALL	30-800-55850	68.32
Vendor CFS100 - CANON FINANCIAL SERVICES, INC Total:					246.40
Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES					
COMMERCE CREDIT CARD SE	R16182	09/08/2023	MML CONF BAL DUE FULL MEMBER C. RICHARDSON - GEN	10-100-56950	300.00
COMMERCE CREDIT CARD SE	8-23-23 GA IND	09/08/2023	GA INDUSTRIES (4) SPRINGS FOR REG LFT STN - S	20-700-51000	177.32
COMMERCE CREDIT CARD SE	R3UUTSBWM2	09/08/2023	META/FACEBOOK ADS - PKS	30-800-55200	62.98
COMMERCE CREDIT CARD SE	8-29-23 DG	09/08/2023	DOLLAR GENERAL IDZ SALT, MEASRNG CUP - PKS	30-800-50110	5.00
COMMERCE CREDIT CARD SE	10095975021	09/08/2023	SAMS CLUB ALL PURP CLNR, MULTI PURP CLNR - PKS	30-800-50550	235.44
COMMERCE CREDIT CARD SE	82995666	09/08/2023	INDEED ADV FOR PLANNING POSITION - P&D	10-400-55200	23.53
COMMERCE CREDIT CARD SE	9-5-23 SNL	09/08/2023	SPFLD NEWS-LEADER MONTHLY SUBSC-GEN	10-100-55800	28.00
COMMERCE CREDIT CARD SE	0705029	09/08/2023	AMAZON FIBER OPTIC CABLE - GEN	10-100-95500	159.99
COMMERCE CREDIT CARD SE	2914606	09/08/2023	AMAZON TONER CARTRIDGES - GEN	10-100-50700	35.99
COMMERCE CREDIT CARD SE	6171408	09/08/2023	AMAZON WIRELESS MOUSE - GEN	10-100-52000	22.99

Expense Approval Report 1

Post Dates: 8/31/2023 - 9/8/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COMMERCE CREDIT CARD SE	9-7-23 SAM1	09/08/2023	AIRBNB (1) NGHT S. SNIDER	10-100-56890	223.37
COMMERCE CREDIT CARD SE	9-7-23 SAM3	09/08/2023	MML CONF - GEN AIRBNB (3) NGHTS S. SNIDER	10-100-56890	646.52
Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total:					1,921.13
Vendor: COX100 - COX REGIONAL SERVICES CXH					
COX REGIONAL SERVICES CXH	8-14-23 WHEELER	09/08/2023	INJURY TO LEGS P. WHEELER -	30-800-56400	114.24
Vendor COX100 - COX REGIONAL SERVICES CXH Total:					114.24
Vendor: DAV100 - DAVID DORAN, ATTORNEY AT LAW					
DAVID DORAN, ATTORNEY AT L	AUG 2023	09/08/2023	PROF FEES-CT	10-250-56400	900.00
Vendor DAV100 - DAVID DORAN, ATTORNEY AT LAW Total:					900.00
Vendor: GLA200 - GLENN'S AUTOMOTIVE LLC					
GLENN'S AUTOMOTIVE LLC	16861	09/08/2023	OIL CHG 2022 DGE CHRNG - LA	10-200-71000	77.49
Vendor GLA200 - GLENN'S AUTOMOTIVE LLC Total:					77.49
Vendor: GOTO100 - GOTO COMMUNICATIONS, INC					
GOTO COMMUNICATIONS, IN	IN7102228013	09/08/2023	INTERNET-ALL	10-100-61050	117.01
GOTO COMMUNICATIONS, IN	IN7102228013	09/08/2023	INTERNET-ALL	10-200-61050	117.01
GOTO COMMUNICATIONS, IN	IN7102228013	09/08/2023	INTERNET-ALL	10-250-61050	83.51
GOTO COMMUNICATIONS, IN	IN7102228013	09/08/2023	INTERNET-ALL	10-300-61050	86.31
GOTO COMMUNICATIONS, IN	IN7102228013	09/08/2023	INTERNET-ALL	10-400-61050	83.51
GOTO COMMUNICATIONS, IN	IN7102228013	09/08/2023	INTERNET-ALL	20-600-61050	128.11
GOTO COMMUNICATIONS, IN	IN7102228013	09/08/2023	INTERNET-ALL	20-700-61050	128.11
GOTO COMMUNICATIONS, IN	IN7102228013	09/08/2023	INTERNET-ALL	30-800-61050	130.92
Vendor GOTO100 - GOTO COMMUNICATIONS, INC Total:					874.49
Vendor: GWIL100 - GREG WILLIAMS					
GREG WILLIAMS	8-29-23	09/08/2023	REIM FOOD EXP MEETING W/ MYR & PLAN CAND - GEN	10-100-50130	15.93
Vendor GWIL100 - GREG WILLIAMS Total:					15.93
Vendor: JUS100 - JUSTIN SORGEN					
JUSTIN SORGEN	AUG 2023	09/08/2023	PHONE REIM AUG 2023- STS/W/S	10-300-61000	10.00
JUSTIN SORGEN	AUG 2023	09/08/2023	PHONE REIM AUG 2023- STS/W/S	20-600-61000	20.00
JUSTIN SORGEN	AUG 2023	09/08/2023	PHONE REIM AUG 2023- STS/W/S	20-700-61000	20.00
Vendor JUS100 - JUSTIN SORGEN Total:					50.00
Vendor: EMP210 - LIBERTY UTILITIES-EMPIRE DISTRICT					
LIBERTY UTILITIES-EMPIRE DIS	9-1-23	09/08/2023	ELECTRIC UTILITIES-ALL	10-100-62000	805.05
LIBERTY UTILITIES-EMPIRE DIS	9-1-23	09/08/2023	ELECTRIC UTILITIES-ALL	10-200-62000	526.52
LIBERTY UTILITIES-EMPIRE DIS	9-1-23	09/08/2023	ELECTRIC UTILITIES-ALL	10-300-61110	5,823.67
LIBERTY UTILITIES-EMPIRE DIS	9-1-23	09/08/2023	ELECTRIC UTILITIES-ALL	10-300-62000	309.53
LIBERTY UTILITIES-EMPIRE DIS	9-1-23	09/08/2023	ELECTRIC UTILITIES-ALL	20-600-62000	9,439.62
LIBERTY UTILITIES-EMPIRE DIS	9-1-23	09/08/2023	ELECTRIC UTILITIES-ALL	20-700-62000	7,384.53
LIBERTY UTILITIES-EMPIRE DIS	9-1-23	09/08/2023	ELECTRIC UTILITIES-ALL	30-800-62000	7,200.05
Vendor EMP210 - LIBERTY UTILITIES-EMPIRE DISTRICT Total:					31,488.97
Vendor: LOW505 - LOWE'S CREDIT SERVICES					
LOWE'S CREDIT SERVICES	39266	09/08/2023	SUPPLIES FOR MEADOWS WATER TWR REPR - W	20-600-51000	69.00
Vendor LOW505 - LOWE'S CREDIT SERVICES Total:					69.00
Vendor: MOC100 - MISSOURI ONE CALL SYSTEM, INC					
MISSOURI ONE CALL SYSTEM,	3080317	09/08/2023	PROF LOCATE FEES-W/S	20-600-56400	68.85
MISSOURI ONE CALL SYSTEM,	3080317	09/08/2023	PROF LOCATE FEES-W/S	20-700-56400	68.85
Vendor MOC100 - MISSOURI ONE CALL SYSTEM, INC Total:					137.70
Vendor: NRO150 - NROUTE ENTERPRISES, LLC					
NROUTE ENTERPRISES, LLC	23-0887	09/08/2023	OUTFIT/CHARGER EQUIP SWAP - LAW	10-200-95500	4,490.75
Vendor NRO150 - NROUTE ENTERPRISES, LLC Total:					4,490.75

Expense Approval Report 1

Post Dates: 8/31/2023 - 9/8/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: ORE145 - O'REILLY AUTOMOTIVE, INC					
O'REILLY AUTOMOTIVE, INC	2367-108867	09/08/2023	1 GAL ANTI FREZ FOR TRACTOR - S	20-700-71100	29.98
O'REILLY AUTOMOTIVE, INC	2367-109035	09/08/2023	FL INJ CLNR, STRT FD FOR MAINT ON WRK TRK - S	20-700-71000	19.78
O'REILLY AUTOMOTIVE, INC	2367-109036	09/08/2023	OIL FILTER , MOTOR OIL FOR LAWN MOWER - STS	10-300-71100	36.44
O'REILLY AUTOMOTIVE, INC	2367-109292	09/08/2023	BATRY FOR GENERATOR @ PK ESTATES - S	20-700-71100	116.41
O'REILLY AUTOMOTIVE, INC	2367-110048	09/08/2023	SPARK PLUGS BB1 MOWER - PKS	30-800-71100	9.54
O'REILLY AUTOMOTIVE, INC	2367-110117	09/08/2023	MOTOR OIL FOR AIR COMPRESSOR ON DODGE - STS/W/S	10-300-71000	6.40
O'REILLY AUTOMOTIVE, INC	2367-110117	09/08/2023	MOTOR OIL FOR AIR COMPRESSOR ON DODGE - STS/W/S	20-600-71000	12.79
O'REILLY AUTOMOTIVE, INC	2367-110117	09/08/2023	MOTOR OIL FOR AIR COMPRESSOR ON DODGE - STS/W/S	20-700-71000	12.80
O'REILLY AUTOMOTIVE, INC	2367-111582	09/08/2023	FUSES CHEVY - PKS	30-800-71000	11.58
O'REILLY AUTOMOTIVE, INC	2367-111771	09/08/2023	TRUCK HITCH PARTS - PKS	30-800-71000	93.48
Vendor ORE145 - O'REILLY AUTOMOTIVE, INC Total:					349.20
Vendor: PAD100 - PATRIOT DISPOSAL					
PATRIOT DISPOSAL	9-1-23	09/08/2023	RESIDENTS TRASH SERV-S	20-700-56600	4,326.00
Vendor PAD100 - PATRIOT DISPOSAL Total:					4,326.00
Vendor: PC200 - PETTY CASH - CHERYL RICHARDSON					
PETTY CASH - CHERYL RICHAR	PDREIM 9/23	09/08/2023	REIM POLICE DEPT PETTY CASH - LAW	10-200-50130	9.18
PETTY CASH - CHERYL RICHAR	PDREIM 9/23	09/08/2023	REIM POLICE DEPT PETTY CASH - LAW	10-200-50550	34.18
Vendor PC200 - PETTY CASH - CHERYL RICHARDSON Total:					43.36
Vendor: PIL100 - PILOT WIRELESS LLC					
PILOT WIRELESS LLC	4233	09/08/2023	PHONE-ALL	10-100-61000	87.77
PILOT WIRELESS LLC	4233	09/08/2023	PHONE-ALL	10-200-61000	87.76
PILOT WIRELESS LLC	4233	09/08/2023	PHONE-ALL	10-250-61000	62.68
PILOT WIRELESS LLC	4233	09/08/2023	PHONE-ALL	10-300-61000	62.68
PILOT WIRELESS LLC	4233	09/08/2023	PHONE-ALL	10-400-61000	62.68
PILOT WIRELESS LLC	4233	09/08/2023	PHONE-ALL	20-600-61000	87.76
PILOT WIRELESS LLC	4233	09/08/2023	PHONE-ALL	20-700-61000	87.76
PILOT WIRELESS LLC	4233	09/08/2023	PHONE-ALL	30-800-61000	87.76
Vendor PIL100 - PILOT WIRELESS LLC Total:					626.85
Vendor: RAN175 - RANDALL A. BROWN					
RANDALL A. BROWN	9-5-23	09/08/2023	BUILDING INSPECTIONS, PLAN R-1 RVWS-P&D	10-400-56400	2,250.00
Vendor RAN175 - RANDALL A. BROWN Total:					2,250.00
Vendor: R&G100 - REYNOLDS & GOLD, LLC					
REYNOLDS & GOLD, LLC	07167	09/08/2023	PROF ATTY FEES-ALL	10-100-56200	1,555.29
REYNOLDS & GOLD, LLC	07167	09/08/2023	PROF ATTY FEES-ALL	10-200-56400	1,327.71
REYNOLDS & GOLD, LLC	07167	09/08/2023	PROF ATTY FEES-ALL	10-400-56400	313.50
REYNOLDS & GOLD, LLC	07167	09/08/2023	PROF ATTY FEES-ALL	30-800-56400	156.75
REYNOLDS & GOLD, LLC	07168	09/08/2023	PA CLERK SERV-LAW	10-200-56400	1,900.00
Vendor R&G100 - REYNOLDS & GOLD, LLC Total:					5,253.25
Vendor: SPS150 - SCHENDEL PEST SERVICES					
SCHENDEL PEST SERVICES	550399781	09/08/2023	PEST CONTROL-ALL	10-100-50130	25.00
SCHENDEL PEST SERVICES	550399781	09/08/2023	PEST CONTROL-ALL	10-200-50130	35.00
SCHENDEL PEST SERVICES	550399781	09/08/2023	PEST CONTROL-ALL	10-250-50130	5.00
SCHENDEL PEST SERVICES	550399781	09/08/2023	PEST CONTROL-ALL	10-300-50130	10.00
SCHENDEL PEST SERVICES	550399781	09/08/2023	PEST CONTROL-ALL	10-400-50130	5.00
SCHENDEL PEST SERVICES	550399781	09/08/2023	PEST CONTROL-ALL	20-600-50130	30.00

Expense Approval Report 1

Post Dates: 8/31/2023 - 9/8/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCHENDEL PEST SERVICES	550399781	09/08/2023	PEST CONTROL-ALL	20-700-50130	30.00
SCHENDEL PEST SERVICES	550399781	09/08/2023	PEST CONTROL-ALL	30-800-50130	40.00
Vendor SPS150 - SCHENDEL PEST SERVICES Total:					180.00
Vendor: SCH175 - SCHULTE SUPPLY, INC.					
SCHULTE SUPPLY, INC.	S1204193.001	09/08/2023	PERMA PATCH, 14" DRAIN SPADE - STS	10-300-50130	1,156.23
Vendor SCH175 - SCHULTE SUPPLY, INC. Total:					1,156.23
Vendor: SMF100 - SHO-ME FIRE PROTECTION LLC					
SHO-ME FIRE PROTECTION LL	30995911	09/08/2023	ANNL WET SYS & BCKFLW INSPECTNS - PKS	30-800-50500	395.00
Vendor SMF100 - SHO-ME FIRE PROTECTION LLC Total:					395.00
Vendor: SPR200 - SPRINGFIELD-GREENE COUNTY HEALTH DEPARTMENT					
SPRINGFIELD-GREENE COUNT	WILLARD-090623	09/08/2023	WATER TESTS-W	20-600-50200	117.00
Vendor SPR200 - SPRINGFIELD-GREENE COUNTY HEALTH DEPARTMENT Total:					117.00
Vendor: SRS150 - SUNRISE SECURITY					
SUNRISE SECURITY	4794	09/08/2023	ALARM MONITOR SEPT 2023- AUG 2024 - ALL	10-100-56450	396.00
Vendor SRS150 - SUNRISE SECURITY Total:					396.00
Vendor: TRH100 - TREVOR HOFFMAN					
TREVOR HOFFMAN	AUG 2023	09/08/2023	REIM CELL PHONE AUG - STS/W/S	10-300-61000	10.00
TREVOR HOFFMAN	AUG 2023	09/08/2023	REIM CELL PHONE AUG - STS/W/S	20-600-61000	20.00
TREVOR HOFFMAN	AUG 2023	09/08/2023	REIM CELL PHONE AUG - STS/W/S	20-700-61000	20.00
Vendor TRH100 - TREVOR HOFFMAN Total:					50.00
Vendor: WSP100 - TURN 2 APPAREL LLC					
TURN 2 APPAREL LLC	9038	09/08/2023	SPORTS SHIRTS SOCCER FALL - PKS	30-800-50150	844.00
Vendor WSP100 - TURN 2 APPAREL LLC Total:					844.00
Vendor: VER100 - VERIZON WIRELESS					
VERIZON WIRELESS	9942749336	09/08/2023	INTERNET/CELL PHONES-ALL	10-100-61050	80.02
VERIZON WIRELESS	9942749336	09/08/2023	INTERNET/CELL PHONES-ALL	10-200-61000	120.84
VERIZON WIRELESS	9942749336	09/08/2023	INTERNET/CELL PHONES-ALL	10-200-61050	160.04
VERIZON WIRELESS	9942749336	09/08/2023	INTERNET/CELL PHONES-ALL	10-300-61000	16.05
VERIZON WIRELESS	9942749336	09/08/2023	INTERNET/CELL PHONES-ALL	10-400-61000	40.28
VERIZON WIRELESS	9942749336	09/08/2023	INTERNET/CELL PHONES-ALL	20-600-61000	32.12
VERIZON WIRELESS	9942749336	09/08/2023	INTERNET/CELL PHONES-ALL	20-700-61000	32.12
VERIZON WIRELESS	9942749336	09/08/2023	INTERNET/CELL PHONES-ALL	30-800-61000	85.56
VERIZON WIRELESS	9942749336	09/08/2023	INTERNET/CELL PHONES-ALL	30-800-61050	40.01
Vendor VER100 - VERIZON WIRELESS Total:					607.04
Vendor: WRI110 - WEX BANK					
WEX BANK	91293439	09/08/2023	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	10-200-70000	2,461.22
WEX BANK	91293439	09/08/2023	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	10-300-70000	595.24
WEX BANK	91293439	09/08/2023	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	10-300-70100	141.96
WEX BANK	91293439	09/08/2023	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	20-600-70000	1,200.70
WEX BANK	91293439	09/08/2023	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	20-600-70100	283.88
WEX BANK	91293439	09/08/2023	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	20-700-70000	1,200.70
WEX BANK	91293439	09/08/2023	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	20-700-70100	283.88
WEX BANK	91293439	09/08/2023	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	30-800-70000	975.15

Expense Approval Report 1

Post Dates: 8/31/2023 - 9/8/2023

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WEX BANK	91293439	09/08/2023	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	30-800-70100	1,505.81
Vendor WRI110 - WEX BANK Total:					8,648.54
Vendor: WTV100 - WILLARD HOME CENTER LLC					
WILLARD HOME CENTER LLC	B239425	09/08/2023	SOAKER HOSE, WEEDEATER STRING - PKS	30-800-50110	69.97
WILLARD HOME CENTER LLC	B239485	09/08/2023	2GAL TANK SPRAYER-S	20-700-52000	25.99
WILLARD HOME CENTER LLC	B239523	09/08/2023	TOAD MATERIAL - PKS	30-800-50500	30.79
WILLARD HOME CENTER LLC	B239550	09/08/2023	KEY - PKS	30-800-50130	5.97
WILLARD HOME CENTER LLC	D90583	09/08/2023	TPADS MAINT, COMM BUILD MAINT, LOCK - PKS	30-800-50130	16.99
WILLARD HOME CENTER LLC	D90583	09/08/2023	TPADS MAINT, COMM BUILD MAINT, LOCK - PKS	30-800-50500	917.79
WILLARD HOME CENTER LLC	D90787	09/08/2023	SHARPENING LABOR FOR CHAIN SAW-STS	10-300-71100	6.00
WILLARD HOME CENTER LLC	D90839	09/08/2023	SUPPLIES POOL & SOCCER MAINT - PKS	30-800-50140	175.45
WILLARD HOME CENTER LLC	D90839	09/08/2023	SUPPLIES POOL & SOCCER MAINT - PKS	30-800-50500	74.25
WILLARD HOME CENTER LLC	B239838	09/08/2023	KEY FOR HR OFFC - GEN	10-100-50700	1.99
WILLARD HOME CENTER LLC	B239845	09/08/2023	WASP SPRAY - PKS	30-800-50110	14.37
WILLARD HOME CENTER LLC	D90900	09/08/2023	BUG SPRY, SPRYR, DAWN, VINGR, BLNK WALL PLT - PKS	30-800-50110	49.93
WILLARD HOME CENTER LLC	D90900	09/08/2023	BUG SPRY, SPRYR, DAWN, VINGR, BLNK WALL PLT - PKS	30-800-50500	1.29
WILLARD HOME CENTER LLC	B240428	09/08/2023	5K PROP PARTS - PKS	30-800-50170	62.94
Vendor WTV100 - WILLARD HOME CENTER LLC Total:					1,453.72
Vendor: WSD100 - WILLARD HS SPEECH & DEBATE					
WILLARD HS SPEECH & DEBAT	9-1-23	09/08/2023	SPONSOR 11TH ANNL TRV NGHT - PKS	30-800-55200	250.00
Vendor WSD100 - WILLARD HS SPEECH & DEBATE Total:					250.00
Grand Total:					81,174.21

Report Summary

Fund Summary

Fund	Expense Amount
10 - GENERAL FUND	28,201.02
20 - WATER AND SEWER FUND	38,030.15
30 - PARKS FUND	14,943.04
Grand Total:	81,174.21

Account Summary

Account Number	Account Name	Expense Amount
10-100-50130	SUPPLIES-GCG	40.93
10-100-50700	OFFICE SUPPLIES-GCG	37.98
10-100-52000	SUPPLIES SMALL EQUIP	22.99
10-100-55800	DUES AND SUBSCRIPTIO	28.00
10-100-55850	EQUIPMENT RENTAL-GE	32.94
10-100-56200	LEGAL-GCG	1,555.29
10-100-56450	CONTRACT SERVICES/SE	396.00
10-100-56890	TRAVEL EXPENSE-ELECTE	869.89
10-100-56950	TRAINING & EDUCATION	300.00
10-100-61000	TELEPHONE-GCG	87.77
10-100-61050	INTERNET-GCG	197.03
10-100-62000	UTILITIES ELECTRIC-GCG	805.05
10-100-62300	UTILITIES OTHER-GCG	75.00
10-100-95500	CAPITAL ASSET EXP EQUI	159.99
10-200-50130	SUPPLIES-LAW	44.18
10-200-50550	CUSTODIAL SUPPLIES-LA	34.18
10-200-55850	EQUIPMENT RENTAL-LA	68.28
10-200-56400	PROFESSIONAL-LAW	3,227.71
10-200-61000	TELEPHONE-LAW	208.60
10-200-61050	INTERNET-LAW	277.05
10-200-62000	UTILITIES ELECTRIC-LAW	526.52
10-200-62300	UTILITIES OTHER-LAW	50.00
10-200-70000	VEHICLE EXPENSES FUEL	2,461.22
10-200-71000	VEHICLE REPAIR & MAIN	77.49
10-200-95500	CAPITAL ASSET EXP EQUI	4,490.75
10-250-50130	SUPPLIES-COURT	5.00
10-250-55850	EQUIPMENT RENTAL-CO	5.49
10-250-56400	PROFESSIONAL-COURT	900.00
10-250-61000	TELEPHONE-COURT	62.68
10-250-61050	INTERNET-COURT	83.51
10-300-50130	SUPPLIES-STREETS	1,166.23
10-300-55850	EQUIPMENT RENTAL-ST	15.00
10-300-61000	TELEPHONE-STREETS	98.73
10-300-61050	INTERNET-STREETS	86.31
10-300-61110	STREET LIGHTS STREETS	5,823.67
10-300-62000	UTILITIES ELECTRIC-STRE	309.53
10-300-70000	VEHICLE EXPENSE FUEL-	595.24
10-300-70100	EQUIPMENT FUEL-STREE	141.96
10-300-71000	VEHICLE REPAIR & MAIN	6.40
10-300-71100	EQUIPMENT REPAIR &	42.44
10-400-50130	SUPPLIES-P&D	5.00
10-400-55200	ADVERTISING-P&D	23.53
10-400-55850	EQUIPMENT RENTAL-P&	5.49
10-400-56400	PROFESSIONAL-P&D	2,563.50
10-400-61000	TELEPHONE-P&D	102.96
10-400-61050	INTERNET-P&D	83.51
20-600-50130	SUPPLIES-WATER	30.00
20-600-50200	LABORATORY FEES-WAT	117.00
20-600-51000	REPAIRS AND MAINTEN	69.00
20-600-55850	EQUIPMENT RENTAL-WA	62.94

Account Summary

Account Number	Account Name	Expense Amount
20-600-56400	PROFESSIONAL-WATER	68.85
20-600-61000	TELEPHONE WATER	159.88
20-600-61050	INTERNET-WATER	128.11
20-600-62000	UTILITIES ELECTRIC-WAT	9,439.62
20-600-62300	UTILITIES OTHER-WATER	170.17
20-600-70000	VEHICLE EXPENSE FUEL-	1,200.70
20-600-70100	EQUIPMENT FUEL-WATE	283.88
20-600-71000	VEHICLE REPAIR & MAIN	12.79
20-700-50130	SUPPLIES-SEWER	30.00
20-700-51000	REPAIRS AND MAINTEN	177.32
20-700-52000	SUPPLIES SMALL EQUIP	25.99
20-700-55850	EQUIPMENT RENTAL-SE	62.94
20-700-56400	PROFESSIONAL-SEWER	68.85
20-700-56600	CITIZEN TRASH EXPENSE	16,161.80
20-700-57200	RECYCLE CENTER EXPEN	254.06
20-700-61000	TELEPHONE-SEWER	159.88
20-700-61050	INTERNET-SEWER	128.11
20-700-62000	UTILITIES ELECTRIC-SEW	7,384.53
20-700-62300	UTILITIES OTHER-SEWER	170.18
20-700-70000	VEHICLE EXPENSE FUEL-	1,200.70
20-700-70100	EQUIPMENT FUEL-SEWE	283.88
20-700-71000	VEHICLE REPAIR & MAIN	32.58
20-700-71100	EQUIPMENT REPAIR &	146.39
30-800-50110	SUPPLIES - GROUNDS	139.27
30-800-50130	SUPPLIES GENERAL-PKS	62.96
30-800-50140	SUPPLIES-AQUATIC	175.45
30-800-50150	SUPPLIES-SPORTS SHIRT	844.00
30-800-50170	SUPPLIES SPECIAL ACTIV	62.94
30-800-50500	BUILDING MAINTENANC	1,419.12
30-800-50550	CUSTODIAL SUPPLIES-PK	235.44
30-800-55200	ADVERTISING-PKS	312.98
30-800-55850	EQUIPMENT RENTAL-PK	728.12
30-800-56400	PROFESSIONAL-PKS	270.99
30-800-61000	TELEPHONE-PKS	173.32
30-800-61050	INTERNET-PARKS	170.93
30-800-62000	UTILITIES ELECTRIC-PKS	7,200.05
30-800-62300	UTILITIES OTHER-PKS	551.91
30-800-70000	VEHICLE EXPENSE FUEL-	975.15
30-800-70100	EQUIPMENT FUEL-PKS	1,505.81
30-800-71000	VEHICLE REPAIR & MAIN	105.06
30-800-71100	EQUIPMENT REPAIR &	9.54
	Grand Total:	81,174.21

Project Account Summary

Project Account Key	Expense Amount
None	81,174.21
Grand Total:	81,174.21

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 #3c-d

c. Department Head Reports

d. Board Attendance Report

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: Aug 1, 2023 - Aug 31, 2023	
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		9	315	71
B. Cases (citations/informations) filed		0	25	3
C. Cases (citations/informations) disposed				
1. jury trial (Springfield, Jefferson County, and St. Louis County only)		0	0	0
2. court/bench trial - GUILTY		0	0	0
3. court/bench trial - NOT GUILTY		0	0	0
4. plea of GUILTY in court		0	41	1
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)		0	8	0
6. dismissed by court		0	0	1
7. <i>nolle prosequi</i>		0	7	0
8. certified for jury trial (not heard in Municipal Division)		0	0	0
9. TOTAL CASE DISPOSITIONS		0	56	2
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]		9	284	72
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	37	1. # Issued during period	0	
2. # Served/withdrawn during reporting period	44	<input checked="" type="checkbox"/> Court staff does not process parking tickets		
3. # Outstanding at end of reporting period	299			

MUNICIPAL DIVISION SUMMARY REPORTING FORM

COURT INFORMATION	Municipality: WILLARD	Reporting Period: Aug 1, 2023 - Aug 31, 2023
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V. DISBURSEMENTS

Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)		Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs and witness fees.	
Fines - Excess Revenue	\$7,058.00	Court Automation	\$477.91
Clerk Fee - Excess Revenue	\$498.00	Judicial Facility Srchg CT31	\$717.50
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$16.75	Overpayments Detail Code	\$130.00
Bond forfeitures (paid to city) - Excess Revenue	\$0.00	Total Other Disbursements	\$1,325.41
Total Excess Revenue	\$7,572.75	Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$11,879.50
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)		Bond Refunds	\$0.00
		Total Disbursements	\$11,879.50
Fines - Other	\$1,958.50		
Clerk Fee - Other	\$253.00		
Judicial Education Fund (JEF) <input type="checkbox"/> Court does not retain funds for JEF	\$68.28		
Peace Officer Standards and Training (POST) Commission surcharge	\$68.27		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$486.78		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$8.51		
Law Enforcement Training (LET) Fund surcharge	\$138.00		
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	\$2,981.34		

Parks and Recreation - Director's Report – August 2023

Quote of the Month: “Success is the child of drudgery and perseverance. It cannot be coaxed or bribed; pay the price and it is yours.”– Orison Swett Marden

Budget The pool, facilities, and freedom fest revenue exceeded the revenue goal, youth camp and sports will be close. Adult programs struggle to be successful due to a lack of participation from the community, or from a failure to offer programs that the target audience wants. On the expense side, building maintenance continues to be costly as we address small but persistent issues with aging facilities. Seasonal labor is lower than projected. Overall, we are outperforming even adjusted goals, and will be able to reduce the general fund transfer.

Event/Program Planning and Recap

We offered a senior painting class last week, there were two participants in attendance. Baseball has concluded, soccer registration has closed, and games will begin in a few weeks. Summer Camp ends next week, as well as the closing of the pool. We have a back-to-school dance on the calendar for September 8th. We will be hosting a disc golf tournament on September 23rd. Registration is underway for Fall Volleyball and the Spooky Sprint 5k. We have several upcoming events at the sunflower field.

Maintenance

Landscaping and mowing has slowed somewhat due to the extreme heat, however the recent rain will likely increase mowing needs. Maintenance has been working to repair/replace minor deficiencies, as well as auditing the facilities for repairs and upgrades needed. Our maintenance team is working very well together, and have accomplished quite a few improvements this year.

Staffing

The Parks Department staff are working well together.



Willard Police Department
August 2023 - Monthly Statistical Report



Administration	Officer – DSN	Case #'s
Tom McClain, Chief	1601-001	1
Shannon Shipley, Major	1602-003	12
	Total	13

Squad #1	1604-044	Billie Deckard, Cpl.	6	Squad #2	1603-027	Steve Purdy, Sgt.	8
	1607-050	Caleb Steen, Sr. Officer	45		1608-054	Stefan Collette, Sr. Officer	73
	1605-056	Mark Cole, Officer	46		1610-061	Christian Smith, Officer	36
	1606-059	Nicholas Browitt, Officer	40		1609-063	Cody Weatherford, Officer	28
	Total		137		Total		145

Reserves	Officer	Officer Names	Case #'s	Hours
	1644-057	Matthew Hanson, PT Officer		4.75
	1641-014	Brian Gordon, Reserve		
	1642-015	JD Landon, Reserve		16.50
	1645-047	Glenn Cozzens, Reserve		5.25
	1646-031	Andrew Hunt, Reserve		
	1643-048	Tim Wheeler, Reserve		
	Total			
Total Incidents for the month...			295	

Incident Statistics

Felony	7	HBO (Handled by Officers)	117
Misdemeanor	4	Use of Force	0
Infraction	137	Dog at Large	5
Other (Services)	147	Neglect-0 /Abuse-0 /Bites-2	

Vehicle Maintenance

Vehicle	Odometer Reading	Monthly Mileage	Shifts Used	Miles per Shift	Monthly Maintenance	Year to Date Maintenance
WPD-01 2021 Ford F-150	23,746	626	12	52		97.49
WPD-02 2021 Charger	48,888	3,714	31	120	39.70	746.00
WPD-04 2023 Durango	3,026	2,976	19	157		147.49
WPD-05 2023 Charger	250	150	2	75		713.46
WPD-05 2019 Charger*	92,173	637	7	91		
WPD-06 2020 Charger	92,446	1,538	19	81		1,631.81
WPD-07 2017 Explorer	23,525	354	19	19		94.49
WPD-08 2008 Harley	5,942	0	0	0		0

Monthly Vehicle Maintenance Details

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

Misc. Dept. Info: The 2017 Explorer & 2019 Charger are now retired. The 2020 Charger will be next to retire.

- One 2023 Durango and the 2023 Charger are now fully equipped and in service.
- Field Training is going well for our new officer, Cody Weatherford.
- Our police intern, Blake Hultgren from College of the Ozarks, served well from May – August.

Public Works Report

August 2023

8 after hour call ins

128 work orders

104 water meter rereads.

41 shut offs.

102 utility locates.

Water Department

1. Completed 780 water meter inspections.
2. Repaired water leak on miller St.
3. Repaired water leak on Raintree.

Sewer Department

1. Rebuilt our lagoon pump and its mount.
2. Sewer force main break on Barwick St. repaired.
3. In the process of repairing sewer line on Barwick we had to remove customers driveway. The driveway was replaced by our contractor to customers' satisfaction.
4. Electrical repairs were made to 94 lift station replacing a starter, and flowmeter head unit.
5. Electrical repairs were made to Park Estates lift station replacing a starter and electrical relays.
6. Pulled damaged pump from Park Estates lifts station and sent it off for repair or replacement.

7. Pulled the damaged pump from the regional lift station, sent it in for repairs and replaced it with our spare pump.
8. Pulled D lift station pump sent it in for the impeller upgrade and replaced it with our spare. Replaced a faulty air release valve on AB Hwy for the regional pressurized sewer main.

Streets Department

1. Installed multiple street signs in the Fox Creek subdivision.
2. Removed brush and storm debris from roads.
3. Repaired multiple potholes.
4. Made repairs to boom mower.
5. Assisted parks dept with mowing soccer fields and by delivering multiple loads of rock.

Operations

Melinda Stone has joined our office in correlation with public Works assuming responsibilities over our operations and keeping them (In House/Dept) as much as possible to improve customer service and efficiency it is our goal and desire that we handle any issue whether it be standard work order or customer call/complaint thru to completion.

**CITY OF WILLARD
BOARD OF ALDERMEN
09/11/2023**



City Clerk Report

1. I continue issuing business licenses. 13 new licenses were issued in August.
2. I have attended meetings, and created the agendas, packets, and minutes for the Board of Aldermen.
3. I have created notes from the Staff meetings.
4. I have completed Ordinances.
5. I have posted the City Planner open position on Indeed.
6. I answered phone calls and emails then directed them to the appropriate department as necessary.
7. I continue to train Cheryl Richardson on payroll and human resources. I will begin training her on City Clerk duties. We will be attending the Missouri Municipal League Annual Conference in Kansas City September 10th thru the 13th.
8. I notarized documents for citizens and the City.
9. I have signed off on Certificates of Occupancy.
10. I continue to update the business license database.
11. I continue to update the transmittal database.
12. I help other departments with research of Ordinances, Municipal Code, and other documentation.

Dona Slater, City Clerk

2023 BOARD ATTENDANCE REPORT

NAME	1/9/2023	1/23/2023	2/13/2023	2/27/2023	3/2/2023	3/13/2023	3/27/2023	4/10/2023
SAMUEL SNIDER	Y	Y	Y	Y	Y	Y	Y	Y
RYAN SIMMONS	Y	Y	N	Y	Y	Y	Y	Y
COREY HENDRICKSON	Y	Y	Y	Y	Y	Y	Y	Y
LARRY WHITMAN	Y	Y	Y	Y	Y	Y	Y	Y
SAM BAIRD	Y	Y	N	N	N	N	N	N
LONDON HALL	Y	Y	N	N	Y	Y	Y	Y
SEAT VACANT								
ATTENDED: Y								

NAME	4/19/2023	4/24/2023	5/8/2023	5/15/2023	5/22/2023	5/31/2023	6/6/2023	6/12/2023
SAMUEL SNIDER	Y	Y	Y	Y	Y	Y	Y	Y
TROY SMITH	Y	Y	Y	N	Y	Y	Y	Y
COREY HENDRICKSON	Y	N	Y	N	Y	Y	Y	N
DAVID KEENE	Y	Y	Y	Y	N	Y	Y	Y
SAM BAIRD	Y	Y	Y	Y	N	Y	Y	N
LONDON HALL	N	Y	N	Y	N	Y	Y	Y
SCOTT SWATOSH	Y	Y	Y	Y	Y	Y	Y	Y
ATTENDED: Y								

Work Study

NAME	6/20/2023	6/26/2023	7/10/2023	7/17/2023	7/24/2023	8/14/2023	8/28/2023
SAMUEL SNIDER	Y	Y	Y	Y	Y	Y	Y
TROY SMITH	Y	Y	Y	Y	Y	Y	Y
COREY HENDRICKSON	Y	Y	Y	N	Y	Y	N
DAVID KEENE	Y	Y	Y	N	Y	N	Y
SAM BAIRD	Y	Y	N	Y	Y	N	Y
LONDON HALL	Y	N	Y	Y	Y	Y	Y
SCOTT SWATOSH	Y	Y	Y	Y	Y	Y	Y
ATTENDED: Y							

NAME							
SAMUEL SNIDER							
TROY SMITH							
COREY HENDRICKSON							
DAVID KEENE							
SAM BAIRD							
LONDON HALL							
SCOTT SWATOSH							
ATTENDED: Y							

CITY OF WILLARD, MISSOURI

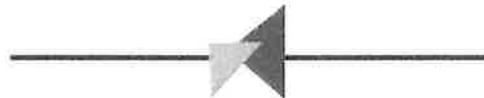
224 W. Jackson Street P.O. Box 187 Willard, MO 65781 417-742-3033 417-742-3080 Fax



Consent Agenda Item #6

Accepting the bid for Auditing Services Discussion/Vote

City of Willard



AUDITING SERVICES
RFP #06-2023GEN-RFP
2023

KPM
CPAS & ADVISORS



September 6, 2023

City of Willard
Carolyn Halverson, Director of Finance
224 W. Jackson Street
Willard, MO 65781

Dear Carolyn:

The City of Willard (the City) continues to be a stable place for families to live and grow in Southwest Missouri. As the City is committed to its nearly 6,300 residents, KPM CPAs, PC (KPM) is devoted to the communities in which we live and work. At KPM, commitment to the governmental industry goes beyond financial audits. Many of our shareholders and professional staff serve in leadership roles on boards and professional organizations serving local governments. At KPM, the dedication of time, resources, and expertise is a standard we are dedicated to maintaining.

As one of the largest locally owned CPA and advisory firms in Southwest Missouri and a top Midwestern firm, we believe we have the resources to continue to serve the City. The size of our firm provides us with a broad base of technical expertise, which comes from the knowledge of our staff. In addition, KPM understands local economic issues through our extensive experience working with more than 150 governmental entities across Missouri, including Greene County and the nearby cities of Republic, Pleasant Hope, and Bolivar.

As a shareholder of the firm, I am authorized to legally bind the company to all information provided herein. In addition, by submitting this proposal, I certify that the firm and all engagement team members are currently in good standing with the State of Missouri and are not currently debarred.

We are excited about the prospect of continuing to serve the City and build upon our strong working relationship. Please contact me by phone at 417-882-4300 or by email at rbaker@kpmcpa.com, should you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Rebecca Baker". The signature is written in a cursive, flowing style.

Rebecca J. Baker, CPA
Shareholder

www.kpmcpa.com

1445 E. Republic Road Springfield, MO 65804 | 417-882-4300 | fax 417-882-4343
500 W. Main Street, Suite 200 Branson, MO 65616 | 417-334-2987 | fax 417-336-3403

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2.4.5 Our Firm

Please provide a brief history of your institution with particular attention to the means and timing of your entry into the area market.

Founded in 1966, KPM has offices in Springfield and Branson, Missouri. KPM was recently named one of Accounting Today's 'Best Firms to Work For,' is one of the largest locally owned CPA and advisory firms in Southwest Missouri (Springfield Business Journal), a top Midwestern firm (Accounting Today), and a top 300 firm in the U.S. (INSIDE Public Accounting). We also are ranked as one of 'America's Best Tax & Accounting Firms' (Forbes). We believe the size of our firm provides us with a broad base of technical expertise, which comes from the vast experience of our professionals. KPM also is proud to offer articles and other valuable resources to help keep our clients informed on our website at www.kpmcpa.com.

In addition, KPM is a member of PrimeGlobal. PrimeGlobal is an award-winning association of independent accounting and advisory firms, comprised of approximately 300 highly successful independent public accounting firms



in over 100 countries. PrimeGlobal provides its independent member firms with tools and resources to help them furnish superior accounting, auditing, tax, and advisory services to clients around the globe. For more information about PrimeGlobal and the services it offers its independent member firms and their clients, visit the PrimeGlobal website at www.primeglobal.net.

For more information, please see our firm profile in the Appendix.

2.4.6 State of Incorporation

What is the state of incorporation of the entity with whom the City would contract? Is this entity licensed to do business in the state of Missouri?

The firm and all assigned key professional staff are properly licensed to practice in Missouri, and KPM has been licensed as such since 1966. Copies of these licenses can be provided upon request.

2.4.7 References & Representative Clients

Provide a list of at least three client references of similar sized/municipal accounts.

References

KPM currently serves more than 45 municipalities across Missouri, and the following clients can speak to KPM's level of expertise in providing audit services of similar sized/municipal accounts to the City:

City of Bolivar

Contact Name: Natlie Scrivner, Finance Director

Phone: 417-328-5801

City of Mt. Vernon

Contact Name: Shari Weldy, Treasurer

Phone: 417-466-2122

City of Carthage

Contact Name: Traci Cox, Assistant City Administrator

Phone: 417-237-7000

City of Republic

Contact Name: David Cameron, City Administrator

Phone: 417-732-3101

Representative Clients

In addition to those listed previously, KPM is proud to work with the following sampling of clients:

City of Ava	City of Neosho
City of Bowling Green	City of Oronogo
City of Branson West	City of Pleasant Hope
City of Buffalo	City of Richland
City of Conway	City of Rogersville
City of Crane	City of Southwest City
City of El Dorado Springs	City of St. Robert
City of Forsyth	City of Stockton
City of Kimberling City	City of Warrensburg
City of Leeton	City of Warsaw
City of Liberal	City of Waynesville
City of Linn Creek	City of Webb City
City of Mansfield	City of West Plains
City of Mountain Grove	

2.4.8 Audit Approach

Describe the firm's audit approach, including review of internal controls.

Our general audit approach is to develop an audit program modified to meet your specific accounting and operating environments. Your needs are unique, and we tailor every audit to the needs of the individual client by reducing the use of packaged or standardized procedures and encouraging innovative, efficient audit planning, audit procedure design, and engagement administration. To develop this specific audit program, we first gain an understanding of the City, its systems, and internal controls by reviewing a selection of organizational charts, employee handbooks, procedural manuals, and financial reports in budgeted and actual form. We also use interviews and observation to assist us in developing an audit program as these methods allow us to exercise our professional judgment to identify key areas of risk to be targeted within the audit engagement. The audit documentation and financial statements are subject to a quality review prior to issuance. Our detailed audit approach can be summarized in the following phases:

Phase 1

- Orientation – Our review of the audit's objectives, the principles of engagement administration, and any other important features of the City.
- Planning – We will perform inquiries, walk-throughs, observation, and analytical and substantive procedures to acquire a knowledge and understanding of the City and your environment. This will include internal controls, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures based on our risk assessments. We will review prior years' auditor's reports and documentation, prepare time budgets, perform preliminary analytical procedures, assign tasks to members of our engagement team, and establish priorities for the completion of the audit. In addition, we will provide a 'To Be Provided by Client' list via Suralink at least three weeks prior to the arrival of the audit team. Suralink's secure portal offers a convenient way to facilitate the secure transfer of information between KPM and our clients.

Phase 2

- Audit Performance – We will use tailored audit programs prepared during our planning of the engagement to guide us through the necessary fieldwork (analytical procedures, internal controls, and substantive testing) to gain sufficient audit evidence to support our opinion on the financial statements. This will include our performance of the compliance audit of the federal programs, if required, and any other applicable compliance requirements.

Phase 3

- Audit Completion – We will assist you in the preparation of financial statements and footnotes. In addition, we will prepare our applicable reports on compliance and internal controls, noting any findings accordingly. We will then provide a draft of the above reports to the City’s management prior to its release.
- Report Preparation – After management’s review of the draft financial statements, we will prepare a final report on the basic financial statements as well as recommendations on operating procedures and internal controls for management. If so desired, we also will discuss the report and comments with the City’s Board of Aldermen prior to its release.
- Report Delivery – We will present the audit, audit findings, and recommendations to the City’s Board of Aldermen.

2.4.9 Estimated Timeline

Provide an estimated schedule for completion of the audit, including milestones and deliverables.

We understand the importance of timeliness when providing services to governmental clients and always strive to provide timely services that meet or exceed deadlines. We anticipate preliminary fieldwork for the City to begin in January 2024 and fieldwork to occur in March 2024. We then expect the draft of the audited financial statements to be issued and delivered to the City by April 30, 2024, with the final reports being issued no later than May 15, 2024. Our timeline proposal is based on anticipated cooperation from the City and its representatives and does not include allowances for unforeseen circumstances beyond the City or KPM’s control.

Appendix

Affidavit of Compliance

REQUEST FOR PROPOSAL #06-2023GEN-RFP

AFFIDAVIT OF COMPLIANCE

To be submitted with vendor's Proposal

We **DO NOT** take exception to the RFP Documents/Requirements.

We **TAKE** exception to the RFP Documents/Requirements as follows:
 KPM does not meet the professional liability insurance requirement as listed in the RFP. However, we are committed to serving the City. KPM currently serves more than 150 governmental clients across Missouri, and our current insurance coverage has been sufficient for these continued engagements. We do meet all other insurance requirements as currently listed. Copies of our existing policies can be provided upon request.

I have carefully examined the Request for Proposal and agree to abide by all submitted pricing, delivery, terms and conditions of this bid unless otherwise stipulated herein. If awarded the bid, a corporate officer must sign the contract. If someone other than a corporate officer signs the contract, a letter signed by a corporate officer, stating the authority of the individual signing the contract must be submitted.

SIGNATURE AND IDENTITY OF BIDDER: The undersigned states that the correct LEGAL NAME and ADDRESS of (1) the individual Bidder, (2) each partner or joint venture (whether individuals or corporations, and whether doing business under a fictitious name), or (3) the corporation (with the state in which it is incorporated) are shown below; that (if not signing the intention of binding himself to become the responsible and sole Contractor) he is duly authorized in writing to sign for the Bidder or Bidders; and that he is signing and executing this (as indicated in the proper spaces below).

() sole individual () partnership () joint venture

corporation State Incorporated : Missouri

Company Name KPM CPAs, PC

ADDENDA

By Rebecca Baker
(Authorized Person's Signature)

Bidder acknowledges receipt of the following amendment:

Rebecca J. Baker, CPA | Shareholder
(Print or type name and title of signer)

Addendum No. _____ Date _____

Addendum No. _____ Date _____

Company Address 1445 E. Republic Road
Springfield, MO - 65804

Addendum No. _____ Date _____

Addendum No. _____ Date _____

Telephone Number 417-882-4300

Email rbaker@kpmcpa.com

Fax: 417-882-4343

FEID No. 43-1109768

Date: 9/6/23

Firm Profile

Why Choose KPM?

↳ Nationally Ranked, Locally Invested, & Personally Committed

We offer a wide range of accounting and advisory services so our clients may make informed financial decisions. Our CPAs and advisors put client service above all else. We never stop working to help you solve problems and find innovative ways to address the things that keep you up at night.

WE CAN HELP YOU WITH

- Accounting Outsourcing
- Forensic & Valuation Services
- Management Consulting
- Audit & Assurance
- Human Capital Solutions
- Tax
- Employee Benefit Plans
- IT Consulting
- Wealth Planning

INDUSTRY EXPERTISE

CONSTRUCTION & REAL ESTATE
 EDUCATION
 FINANCIAL INSTITUTIONS
 GOVERNMENTAL

MANUFACTURING & DISTRIBUTION
 NON-PROFIT
 PROFESSIONAL SERVICES
 RETAIL & HOSPITALITY

▶ WE SPEAK YOUR LANGUAGE

We have served clients in highly-regulated industries since 1966. Our advisors thrive on connecting with clients to help them make wise financial decisions and grow their businesses.

▶ AT A GLANCE

We are a top Midwestern firm, top 300 firm in the U.S., and one of the largest locally-owned CPA and advisory firms in Southwest Missouri. With nearly 100 professionals, we have the depth of resources to provide a broad base of technical expertise, while also delivering the individualized attention our clients deserve.



You Can 'Account' On Us.

Contact Us To Help Solve Your Problems

YOU CAN EXPECT



Client-Centered Solutions

We are still a Midwestern firm that puts clients first. You can rely on our advisors to inform you of timely opportunities, quickly identify pertinent issues, and promptly provide solutions.



Community-Focused Firm

We believe in building stronger communities through the commitment of time, resources, and expertise and understand you must lead by example to create engaged societies.



Far-Reaching Resources

We are an independent member of PrimeGlobal, one of the five largest associations of independent advisory and accounting firms in the world comprised of over 300 highly-successful independent firms in 100 countries.



Technically Sound Advisors

We are involved in associations locally, regionally, and nationally. Remaining apprised of industry trends, evolving tax laws, and accounting regulations allows us to better serve our clients.

We are an open book. How we treat clients and each other is clearly spelled out in our mission, vision, and values. For us, it's all about enriching the lives of our clients, communities, and professionals.

CORE VALUES



BALANCE
INNOVATION

RESPECT
SPIRIT

TEAMWORK
TRUST

▶ MISSION

KPM is committed to enhancing the lives of our clients, communities, and professionals.

▶ VISION

KPM will provide innovative solutions and insights to help clients prosper.

KPM
CPAS & ADVISORS



Let's Connect

Enough About Us. How We Can Help You?

417-882-4300 | info@kpmcpa.com
www.kpmcpa.com | #KPMCPAs
1445 E. Republic Road | Springfield, MO 65804



Quality Control

KPM's quality begins with the audit teams serving our clients. Our governmental and non-profit audit teams work exclusively in those industries. As such, all training and professional development resources are dedicated to enhancing the knowledge of our auditors on the subjects of governmental and non-profit accounting and auditing. This industry focus allows our auditors to assess client conditions and adapt audit procedures to each situation.

Our clients can be confident their financial reports have been subjected to the most stringent review of technical compliance and reporting excellence through our technical review process. This process oversees that our engagements meet our high-quality standards. As a condition of the monitoring element of our quality control policies and procedures, we require all audit reports to be subjected to an independent second review by one of our audit shareholders prior to the reports being issued.

Our commitment to quality is further evidenced by our memberships in the AICPA Governmental Audit Quality Center (GAQC) and Private Companies Practice Section of the AICPA, and as such, we adhere to the established peer review requirements and practice guidelines. Members of GAQC demonstrate their commitment by voluntarily agreeing to adhere to their membership requirements, including designating a shareholder responsible for their non-profit and governmental audit practice, establishing quality control programs, performing annual internal inspection procedures, and making peer review report findings publicly available.

Peer review reports provide clients with assurance knowing the reviewed firm has adequate internal controls in place to provide a quality product that conforms to all applicable audit standards. The review and comparison of peer review reports of prospective auditing firms is a critical step in the selection of a quality auditing firm. The lack of a peer review report or deficiencies reported could indicate the presence of elevated risks associated with engaging that firm.

We are happy to report that we received a peer review rating of pass with respect to our firm's quality control procedures during our most recent peer review. You can find a copy of our report on the following page.

You may visit the GAQC website here: www.aicpa.org/GAQC.



Peer Review Report



Report on the Firm's System of Quality Control

May 14, 2021

To the Members of KPM CPAs, PC and the Peer Review Committee of the Missouri Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of KPM CPAs, PC (the firm) applicable to engagements in effect for the year ended November 30, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at <http://www.aicpa.org/prsummary>. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Audit Standards, including compliance audits under the Single Audit Act and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of KPM CPAs, PC in effect for the year ended November 30, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies), or fail. KPM CPAs, PC has received a peer review rating of pass.

ANDERS MINKLER HUBER & HELM LLP
Certified Public Accountants

Engagement Team

Below are brief biographies of the professionals assigned to the City. While these individuals have principal responsibility for this engagement, they have the full resources of the firm supporting them. This approach gives our clients the benefit of our firm size while receiving a high level of individualized attention.



Rebecca J. Baker, CPA | Shareholder

Rebecca has more than 17 years of audit experience and serves clients in the non-profit, education, and governmental industries. Her practice emphasis includes municipalities, counties, school districts, colleges, utilities, and non-profit organizations. Rebecca is a member of the American Institute of CPAs (AICPA), Missouri Society of CPAs (MOCPA), Association of Government Accountants, Accounting & Financial Women's Alliance, and MOCPA Governmental Accounting Committee. She also is involved in the community, serving as treasurer of Team ANA 417 and volunteering with Ronald McDonald House Charities of the Ozarks. Rebecca graduated from Missouri State University with her B.S. degree in Accounting and holds the Advanced Single Audit Certificate from the AICPA.



Madison B. Moore, CPA | Supervisor

Madison has more than four years of experience and provides audit services to clients in the non-profit and governmental industries. Her practice emphasis includes municipalities, counties, school districts, special districts, colleges, and non-profit organizations. Madison is a member of the American Institute of CPAs and Missouri Society of CPAs. She also is active in the community, having volunteered with the United Way of the Ozarks. Madison graduated from College of the Ozarks with her B.S. degree in Accounting.



William M. Koch, CPA | Senior

Will provides audit services to clients in the non-profit and governmental industries. His practice emphasis includes municipalities, counties, school districts, colleges, special districts, and non-profit organizations. Will also is active in the community, having volunteered with United Way of the Ozarks. He graduated from Southwest Baptist University with his B.S. degree in Accounting and Information Assurance.



Andrew J. Brink | Staff

Andrew provides audit services to clients in the non-profit and governmental industries. His practice emphasis includes municipalities, counties, colleges, school districts, special districts, and non-profit organizations. Andrew also is active in the community, having volunteered with United Way of the Ozarks. He graduated from Missouri State University with his B.S. degree in Accounting and is currently pursuing his CPA certification.

Continuing Education

The auditors assigned to the City's audit annually receive 40 hours of continuing education, including 24 hours specific to the governmental industry. To remain current with regulatory requirements, our team members regularly attend educational events and courses. We are committed to meeting all state and federal continuing education requirements, and our team is qualified to perform yellow book audits. With professionals dedicated to the governmental industry, we are confident we can meet the City's needs and provide the proactive advice and communication you need to remain current with evolving regulations.

Governmental Expertise

Our experienced advisors work with more than 200 governmental and non-profit entities across the state, including more than 45 municipalities. To remain current with regulatory requirements, our team members regularly attend educational events and courses. The auditors assigned to the City's audit annually receive 40 hours of continuing education, including 24 hours specific to the governmental industry. We are committed to meeting all state and federal continuing education requirements, and our audit team is qualified to perform yellow book audits.

To supplement our industry dedication, KPM is involved in associations locally, regionally, and nationally. Our professionals are not only involved as participants in conferences and courses but also are often recognized for their expertise and knowledge and requested to serve as presenters or instructors at local and national conferences, as well as serving on committees within these areas, including:

- AICPA GAQC
- Association of Government Accountants (AGA)
- AGA Ozarks Chapter
- Missouri City Clerks & Finance Officers Association
- Missouri Municipal League
- Missouri Association of Counties
- Missouri Association of County Auditors
- Missouri Society of CPAs (MOCPA) Peer Review Executive Committee
- MOCPA Governmental Accounting Committee

Our involvement in statewide city and county associations also has led us to sponsor and exhibit at various industry conferences. For more information on KPM's municipality experience and services available, please see the profile sheet on the following page.



Municipality Profile

Municipality Expertise

↳ Accounting, Tax, & Consulting Services for Municipalities

Municipalities are funded with taxpayer money and have an obligation to the citizens they serve. As such, fiscal responsibility, transparency, and efficiency are top priorities — ones we respect and understand well. Our broad experience includes financial statement and single audits, forensic accounting, GASB standards implementation, and rate studies.

WE CAN HELP YOU WITH

- ▶ Accounting Outsourcing
- ▶ Employee Benefit Plan Audits & Consulting
- ▶ Financial Statement Audits
- ▶ Fraud Detection & Investigation
- ▶ Human Resources Consulting
- ▶ Internal Control Reviews
- ▶ Payroll Tax Services
- ▶ Uniform Guidance Single Audits
- ▶ Water & Sewer Rate Studies

SERVING 45+ MUNICIPALITIES



We are involved in associations locally, regionally, and nationally:

- American Institute of CPAs Governmental Audit Quality Center
- Association of Government Accountants
- Missouri Association of Counties
- Missouri City Clerks & Finance Officers Association
- Missouri Municipal League
- Missouri Society of CPAs (MOCPA)
- MOCPA Governmental Accounting Committee

▶ SUPPORTING MUNICIPALITIES

Our firm has a strong history of providing services to clients since 1966, and we understand every municipality is different. Our advisors will customize your services based on your size, budget, regulatory profile, and growth plans.

KPM
CPAS & ADVISORS



Let's Connect

Contact Us Today To Speak With Our Advisors



417-882-4300 | info@kpmcpa.com
www.kpmcpa.com | #KPMCPAs
1445 E. Republic Road | Springfield, MO 65804

Estimated Fees

We understand the importance of controlling costs and believe choosing KPM as your audit provider will make fiscal sense for the City. Fees shall be based on the expertise of assigned engagement team members as well as the nature and complexity of the requested services. Our fees also are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during your engagement. Our fees include updating fixed asset schedules, cash to accrual conversion journal entries, answering routine questions, and offering limited guidance. Our fees do not include adjusting the general ledger, providing other adjusting journal entries, discussing proper accounting treatment, or implementing new standards.

Fees for consulting throughout the year will depend on the level of assistance required. We do answer routine operational, bookkeeping, and related questions, at no additional charge. If the consulting matter requires significant additional resources or a separate service is required, we will discuss it with you, arrive at a fee estimate, and obtain an engagement letter.

City of Willard Audit Fees					
	2023	2024	2025	2026	2027
Financial Statement Audit	\$21,000	\$22,100	\$23,200	\$24,400	\$25,600
Uniform Guidance Single Audit*	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000

**A Uniform Guidance Single Audit will be required if federal award expenditures exceed \$750,000 in one year. The fee above includes testing one federal program, and each additional program required to be tested would be an additional \$3,000.*

The proposed rates included above are subject to inflation. If the consumer price index (CPI) exceeds the annual percentage increase noted above as of 12/31 each year, fees will increase to match the CPI increase (not to exceed 8%).

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 #7

Discussion of Inflow and Infiltration of Sanitary Sewer System

presented by Steven D. Bodenhamer

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 #8

Sanitary Sewer Project Status Report presented by Steven D. Bodenhamer