

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

December 12, 2016

7:00 p.m.

Willard City Hall

224 W. Jackson Street

Mayor

Corey Hendrickson

Board Members

Jamie Buckley

Samuel Snider

Sam Baird – Mayor Pro-Tem

Larry Whitman

David Roggensees

Donna Stewart

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
December 12, 2016
7:00 P.M.**

Posted December 7, 2016

Notice is hereby given that the City of Willard, Missouri, Board of Aldermen will conduct a meeting at **7:00 p.m** December 12, 2016 at Willard City Hall, 224 W. Jackson, Willard, Missouri.

The tentative agenda of this meeting includes:
PLEDGE OF ALLEGIANCE

Call the meeting to order

- 1. Roll Call.**
- 2. Agenda Amendments/Approval of Agenda.**
- 3. Approval of the Minutes from the Regular Meeting November 28, 2016, and the Special Meeting December 5, 2016.**
- 4. Citizen Input. (5 minutes each)**
- 5. City Administrator Report.**
 - a. Parks Department.
 - b. Public Works.
 - c. Police Department.
 - d. Planning and Development.
- 6. Financial Reports.**
 - a. October 2016 Summaries.
 - b. October 2016 Financial Statements.
 - c. November and December 2016 Outstanding Invoices, Check and Draft Paid Invoices.
 - d. October 2016 Check Register.
 - e. November 2016 Utility Adjustments Report.
- 7. Public Hearing on amendments to the Land Development Regulations.**
- 8. Ordinance approving the amendment to the Land Development Regulations. (1st Read) Discussion/Vote.**
- 9. Public Hearing for the Annexation for a parcel of land at the NW Side of the intersection of AB & EE.**
- 10. Public Hearing for the Annexation for a parcel of land at the SW Side of the intersection of AB & EE.**
- 11. Ordinance approving the request for the Annexation for a parcel of land at the NW Side of the intersection of AB & EE. (1st & 2nd Read) Discussion/Vote.**

12. Ordinance approving the request for the Annexation for a parcel of land at the SW Side of the intersection of AB & EE. (1st & 2nd Read)
13. Public Hearing on the Rezoning for a parcel of land at the NW Side of the intersection of AB & EE
14. Public Hearing on the Rezoning for a parcel of land at the SW Side of the intersection of AB & EE.
15. Ordinance approving the Rezoning request for a parcel of land at the NW Side of the intersection of AB & EE. (1st & 2nd Read) Discussion/Vote.
16. Ordinance approving the Rezoning request for a parcel of land at the SW Side of the intersection of AB & EE. (1st & 2nd Read) Discussion/Vote.
17. Ordinance approving the amendment to the 2016 Budget. (1st & 2nd Read) Discussion/Vote.
18. Discussion/Vote to accept bid for the Parks Department P.O.S.
19. Discussion/Vote to accept bid for the Parks Department Mower.
20. Ordinance amending Section 710.470 Sewer Rates. (2nd Read) Discussion/Vote.
21. Ordinance amending Section 705.040 Water Rates. (2nd Read) Discussion/Vote.
22. Discussion/Vote to approve Empire Electric Street Light Replacement.
23. Resolution to allow the City to submit an application for a SCEAP Grant.
24. Ordinance authorizing the Mayor to sign the updated Intergovernmental Agreement with Greene County OEM. (1st and 2nd Read) Discussion/Vote.
25. New Business.
26. Unfinished Business.
27. Adjourn Meeting.

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

Jennifer Rowe
City Clerk

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
November 28, 2016
7:00 p.m.**

Staff present: Interim City Administrator, Jim Bentley; City Clerk, Jennifer Rowe; Chief of Police, Tom McClain; Director of Public Works, Dave O'Connor; Director of Development, Randy Brown; and Parks Director J.C. Loveland.

Citizens in attendance: None.

Pledge of Allegiance.

The Pledge of Allegiance was led by Mayor Hendrickson.

Call to Order.

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

Roll Call.

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

Agenda Amendments/Approval of Agenda.

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

Approval of the Minutes from the regular meeting and closed session on November 14, 2016, and the Special Meeting on November 21, 2016.

Motion was made by Alderman Roggenses and seconded by Alderman Buckley to approve the minutes from the regular meeting and closed session on November 14, 2016. Motion carried with a vote of 5-0. Voting aye: Aldermen Buckley, Snider, Stewart, Baird and Roggenses.

Motion was made by Alderman Baird and seconded by Alderman Stewart to approve the Minutes from the Special Meeting on November 21, 2016. Motion carried with a vote of 5-0. Voting aye: Aldermen Buckley, Snider, Stewart, Baird and Roggenses.

Citizen Input.

None

Ordinance adopting and enacting a new Chapter 210 to the Willard Municipal Code. (2nd Read) Discussion/Vote.

The City Clerk conducted the second read.

Motion was made by Alderman Snider and seconded by Alderman Roggenses to adopt and enact the new Chapter 210 to the Willard Municipal Code. Motion carried with a vote of 5-0. Voting aye: Aldermen Buckley, Snider, Stewart, Baird and Roggenses.

Ordinance approving the proposed 2017 Park Fees. (2nd Read) Discussion/Vote.

The City Clerk conducted the second read.

Mayor Hendrickson asked the Parks Director J.C. Loveland if any changes were made. Mr. Loveland stated that the only changes were the ones the Board requested on the Pool Pass fees. Motion was made by Alderman Stewart and seconded by Alderman Roggenses to approve the proposed 2017 Park Fees. Motion carried with a vote of 5-0. Voting aye: Aldermen Buckley, Snider, Stewart, Baird and Roggenses.

Ordinance amending the process of refunding deposits on Utility accounts (2nd Read)

Discussion/Vote.

The City Clerk conducted the second read.

Alderman Buckley asked how this change will work with those who already were promised the deposit refund after twelve (12) months of paying on time. The Board discussed time frames for allowing the refunds for current customers. Alderman Roggenses stated that the Ordinance read new applications, therefore the current customers would not be affected and could request their deposits to be applied to their accounts. Motion was made by Alderman Stewart and seconded by Alderman Buckley to amend the process of refunding deposits on Utility accounts. Motion carried with a vote of 5-0. Voting aye: Aldermen Buckley, Snider, Stewart, Baird and Roggenses.

Ordinance for the 2017 Budget. (1st Read) Discussion/Vote.

The City Clerk conducted the first read.

Mayor Hendrickson asked Mr. Bentley if there were any changes made to the Budget from the last Meeting. Mr. Bentley went through all of the changes that had been made at the Boards request. He also informed the Board that the salary contingency may need to be amended depending on what the government decides regarding the overtime law. At this time however, that discussion has been tabled by the government until further investigation, so the law will not take affect December 1, 2016 as previously indicated. Mayor Hendrickson asked if the water revenues counted the surcharge change for the year 2017 of rural customers. Mr. Bentley stated it did not. The City Clerk stated that the Ordinance would have to be amended again for 2017 to change the surcharge and it would up to the Board if they would like that to be brought back. Mayor Hendrickson stated that they would like to see that at the December 12, 2016 BOA Meeting for approval. Mr. Bentley stated that the budget can then be amended to show the increased revenue after it was passed. Alderman Buckley asked about annexation and how that worked with the City limits. Mr. Brown and Mr. O'Connor discussed the procedure.

Alderman Roggenses stated that this budget was well laid out and works short of minor changes. He asked about the suggestions he had given last meeting. Mr. Bentley stated that the only changes on the budget were the salaries that the Board had decided on and the sewer changes. He also changed the stipend amount to show the Mayor and three (3) Aldermen instead of all six (6). Alderman Baird asked if that part should be taken out as it was not done by Ordinance yet. Alderman Snider stated that the Board had requested those figures to be in the budget to determine if it was feasible in year 2017 to pay a stipend. Mayor Hendrickson agreed that revenues could be budget amendments but potential expenses should stay.

Discussion was then made regarding the format of the Budget. Alderman Baird stated that it would be nice to have continuity in budget format from year to year as that makes it easier for the Board to compare the budgets. Mr. Bentley agreed and said that this format can project a budget out six (6) to eight (8) years fairly easily for a City to determine the future plans. Discussion was then made regarding what the City pays to Springfield each year for sewer charges. Mr. Bentley informed the Board that there needs to be a sewer work study between staff and the Board one afternoon to nail down the potential opportunities and create a plan of action that can be brought to a Meeting for approval. Alderman Baird asked when Mr. Bentley could have more information regarding other options, and Mr. Bentley stated he hoped to have the figures for the January Board of Aldermen Meeting. Alderman Snider asked about the sewer connection fees and potential changes. Mayor Hendrickson stated that a work study would be ideal to discuss these issues. Mr. Bentley requested a few weeks to get information together and then the Board can determine a date for the work study.

Alderman Snider then discussed the Police salaries and stated that one of the officers should be bumped up to pay for the time in the position. Chief McClain stated that all of the positions would be receiving raises this year and the bump up was not necessary at this time.

Motion was made by Alderman Snider with a second by Alderman Stewart to approve the 2017 proposed Budget. Motion carried with a vote of 3-2. Voting aye: Aldermen Snider, Stewart and Roggenses. Voting nay: Aldermen Buckley and Baird.

New Business.

The Mayor requested to bring back an Ordinance at the December 12, 2016 BOA Meeting to raise the surcharge on rural accounts to twenty percent (20%) from the current fifteen percent (15%).

Mr. Brown discussed the annexation procedure again and informed the Board that there was a Consent to Annex form available to individuals who were unable to annex immediately due to not touching city limits, but had the desire to when possible. He stated that this form would make their annexation automatic once their property was able.

Unfinished Business.

None.

Adjourn.

Motion was made by Alderman Roggensees and seconded by Alderman Baird to adjourn. Motion carried with a vote of 5-0. Voting aye: Aldermen Buckley, Snider, Stewart, Baird and Roggensees.

The meeting was adjourned at 8:30 p.m.

Jennifer Rowe, City Clerk

Corey Hendrickson, Mayor of Willard

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
December 5, 2016
7:00 p.m.**

Staff present: Interim City Administrator, Jim Bentley; City Clerk, Jennifer Rowe; Director of Public Works, Dave O'Connor; Director of Development, Randy Brown; Police Lieutenant, Shannon Shipley; and Parks Director J.C. Loveland.

Citizens in attendance: None.

Pledge of Allegiance.

The Pledge of Allegiance was led by Mayor Hendrickson.

Call to Order.

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

Roll Call.

The City Clerk conducted the roll call. Alderman Buckley---, Alderman Snider-present, Alderman Stewart-present, Alderman Whitman-present, Alderman Baird--- (arrived at 7:15 p.m.), Alderman Roggensees-present and Mayor Hendrickson-present.

Agenda Amendments/Approval of Agenda.

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

Citizen Input.

None

Ordinance approving the Contract with Blue Water for the Pool Sandblasting and Painting project. (1st and 2nd Read) Discussion/Vote.

The first read was conducted by the City Clerk.

The Parks Director discussed the Contract for the Pool Sandblasting and Painting Project received by Blue Water. He informed the Board this Ordinance was to accept the Contract for the work that the Board had already approved with the bid approvals. Motion was made by Alderman Snider and seconded by Alderman Stewart to approve the Contract with Blue Water for the Pool Sandblasting and Painting Project. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggensees.

The second read was conducted by the City Clerk.

Motion was made by Alderman Roggensees and seconded by Alderman Snider to approve the Contract with Blue Water for the Pool Sandblasting and Painting Project. Motion carried with a vote of 4-0. Voting aye: Aldermen Snider, Stewart, Whitman and Roggensees.

Discussion/Vote on authorizing the Parks Department to go out for bid for the Concession Building.

The Director of Parks J.C. Loveland discussed the Concession building and informed the Board that he needs permission to go out for bid on the project so it can be completed before Baseball in June 2017. Mayor Hendrickson asked if Mr. Loveland had discussed the project with the school trade class to see if they were interested. Mr. Loveland stated that in the past when he has spoken with them, they are typically one to two (1 to 2) years out on availability. He also informed the Board that he had left a message with the firm that completed the Soccer Complex Concessions and bathrooms buildings and was waiting on a response. Motion was made by Alderman Snider and seconded by Alderman Stewart to authorize the Parks Department to go out for bid on the Concession Building. Motion carried with a vote of 5-0. Voting aye: Aldermen Snider, Stewart, Whitman, Baird and Roggensees.

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

The first read was conducted by the City Clerk.

Mayor Hendrickson informed the Board that this Ordinance would allow for the raise in the surcharge starting January 1, 2017. This raise has been projected and followed for the past few years, as implemented by the previous City Administrator. The rural area is responsible for a higher portion of what it costs to care for the sewer as well as the water loss, so this was a way of making that area pay their fair share. Alderman Baird asked what the cost difference is compared to the City residents. Mayor Hendrickson stated that he was unsure of the exact numbers, but he believed it was around sixty percent (60%) of the cost was on rural. The Director of Public Works Dave O'Connor stated that while treatment cost is minimal due to the lagoons, the overall cost is higher. The rural area typically uses about two hundred (200) gallons per day per household, where the City proper area is only about one hundred and fifty (150) gallons per day per household. Alderman Roggensees stated that the I & I issues need to be resolved and this funding can assist in that. Mayor Hendrickson stated that the previous City Administrator had indicated that at the twenty percent (20%) surcharge, it would break even compared to what the households would pay in taxes if they were to annex into the City, so this could create an incentive for them as well. Alderman Snider asked what the cost would be per month and the City Clerk informed the Board that the calculations on the Ordinance included the twenty percent (20%) surcharge. Alderman Snider also asked if the plan was to raise it five percent (5%) every year. Mayor Hendrickson stated that for now it is, but that can change. Alderman Roggensees also pointed out that State law indicates it can only go up to fifty percent (50%), so there would be a cap on it. Discussion was then made on the costs for I & I. Director of Development Randy Brown stated that Springfield has an eleven dollar (\$11.00) return for every one dollar (\$1.00) they spend on I & I, so the investment is worth it. Mr. O'Connor stated that I & I would potentially become a line item in the 2018 Budget, as this year will be spent determining the plan of action. Motion was made by Alderman Snider and seconded by Alderman Roggensees to amend Section 710.470 Sewer Rates. Motion carried with a vote of 4-1. Voting aye: Aldermen Stewart, Whitman, Baird and Roggensees. Voting nay: Alderman Snider.

Ordinance amending Section 705.040 Water Rates. (1st Read) Discussion/Vote.

The first read was conducted by the City Clerk.

Mayor Hendrickson informed the Board that this Ordinance would just update our Code by January 1st to show the raise in surcharge for rural water customers from fifteen percent (15%) to twenty percent (20%). Alderman Baird asked about the fees. Alderman Stewart stated that the sewer rates currently are based on the water consumption. Motion was made by Alderman Snider and seconded by Alderman Whitman to amend Section 705.040 Water Rates. Motion carried with a vote of 4-1. Voting aye: Aldermen Snider, Stewart, Whitman and Roggensees. Voting nay: Alderman Baird.

Ordinance for the 2017 Budget. (2nd Read) Discussion/Vote.

The second read was conducted by the City Clerk.

Alderman Snider asked if anything had changed in the Budget since the first vote. Interim City Administrator Jim Bentley stated there were no changes. Mayor Hendrickson asked the Aldermen if they had any questions. Alderman Snider stated he had no reservations to the Budget. Alderman Stewart stated she felt that her concerns had been addressed so she was good. Alderman Whitman stated he had no questions and the revisions appeared to be in order. Alderman Baird stated that his stance had not changed as the two million dollar (\$2,000,000) sewer project was not in the Budget. Alderman Roggensees stated he was ready to move forward. Motion was made by Alderman Snider and seconded by Alderman Stewart to approve the 2017 Proposed Budget. Motion carried with a vote of 4-1. Voting aye: Aldermen Snider, Stewart, Whitman and Roggensees. Voting nay: Alderman Baird.

New Business.

Interim City Administrator Jim Bentley discussed the need for narrowing down a date for the work study to discuss the sewer issues and possibilities for the future. Alderman Roggensees mentioned that the nineteenth (19th) would work the best for him. Mayor Hendrickson asked if the nineteenth (19th) worked for all Alderman and they said yes. Work Study on the sewer is set for December 19th, 2016 at 6:30 p.m.

Alderman Snider asked Lt. Shannon Shipley about the vandalism happening in the City. Lt. Shipley stated that the police are on it, have a few leads, and will be pursuing things further to get it solved.

Unfinished Business.

None.

Adjourn.

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

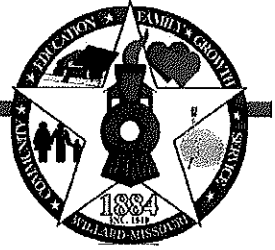
The meeting was adjourned at 8:10 p.m.

Jennifer Rowe, City Clerk

Corey Hendrickson, Mayor of Willard

CITY OF WILLARD, MISSOURI

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



AGENDA ITEM # 5

City Administrator Report.

- a. Parks Department**
- b. Public Works**
- c. Police Department**
- d. Planning and Development**

ADMINISTRATOR'S REPORT
BOARD OF ALDERMEN MEETING

DECEMBER 12, 2016

STAFF:

1. At this point I think it appropriate to take stock of the effort and achievements – related to the City's staff - over the last three months. Every Position Description for every staff title has been revised, re-formatted, and they, collectively, completely cover the entire range of duties which ought to be performed by a city staff. A new organizational chart is drawn not only demonstrating the relationships among staff positions, but also showing the relationships among departments and even subdivisions within departments. The Police Department is organized for two patrol "squads"; the Public Works Department has three dedicated divisions (street, sewer, and water) as soon as the rest of the positions are hired; grounds-keeping and building maintenance is specifically located. A new Personnel Policy Manual is adopted which calls for positions to be assigned salary Grades, and which prescribes the annual pay increases to staff positions over time (annual Steps). All of that work is truly a significant achievement for the City in a short period of time, and on behalf of all staff I wish to congratulate the Board and the Department Heads for this achievement.

2. Just as we prepared our personnel policies and even our budget for the new "overtime" regulations which were to be imposed as of December 1, the Texas Attorney General got a Federal Judge to put that new regulation on hold; we do not know what comes next, yet, but my guess is that by May or June we will need to look at our budget line items for "Salary/ OT contingencies". I will simply pay attention until we know where it's going.

3. Chief McClain informed me recently of another resignation from a patrol officer. We all hope that the history of losing good people to the competition will turn the corner in our favor next year.

FACILITIES

1. With a mutual effort, Public Works and Parks & Recreation are working at organizing equipment and materials into the “block” building by the Trail; Dave and JC have reported that this effort continues. I think they will manage to properly protect most of their stuff – at least until more suitable space can be arranged for Public Works.

2. With your recent approval to do so, we will proceed to have the replacement concessions/restrooms facility for the Rec Center area advertised for construction bids. My hope would be for a bid opening/contract award in January, '17.

STREETS

1. I have watched as the streets crew and the mechanic have made vehicle repairs and preparations for mounting up the snow removal equipment; Dave has explained the staff organization and other points of preparation for snow. So, I believe the City is ready for whenever it comes at us.

2. Having returned to the Planning and Zoning Commission for a second discussion on the New Melville Road question, and with one discussion with the Economic Development Task Force on the prospects after resolution of the question, and being advised by both groups that there is no appetite to deal with the possible abandonment of the right-of-way across the quarry portion of the road, I think my focus should turn for now to other City affairs and wait for some new level of appetite to emerge.

WATER

1. While Dave continues to try to “tighten up” the numerical differences between the amounts of water pumped and the amount billed for (the water loss question) I have become convinced that a considerable portion of the percentages of water loss is actually within the metering arithmetic and not an actual spill, leak or other water “loss”. My instincts and some rudimentary number crunching suggests at least 8% and as much as 13% of the reported average near 30% is attributable to these meters and the arithmetic. That means there remains a potential real “loss” of 17% to 22% by my calculation. We will continue to work on this topic.

SEWER

1. Considerable progress has been made on several issues involving our sewer;

A) A completely new contract to govern the relationship between Springfield and Willard has been drafted and is being reviewed by Springfield; it includes agreements to close the Meadows lagoon.

B) At the November 30th meeting with Springfield, we agreed to monthly progress meetings starting in January. I fully expect to conclude a new contractual relationship with Springfield and install the plumbing necessary to close the lagoon in calendar '17.

C) Great River Engineering is under contract and getting underway on the Meadows lagoon closure work. Closely working with Dave and with Randy, and coordinating also with other engineering efforts, we should be close to planning for plumbing by June or July.

D) The choice of White River was made by the Board to design and follow through with the proposed project of a 16” force main to FR94. The board left it to me to ‘negotiate’ a contract and return it for approval by the Board. But rather than to simply proceed with the original proposition, I have challenged our staff and White River as well to look into a broader project with considerably more benefits to the City. This study is still underway.

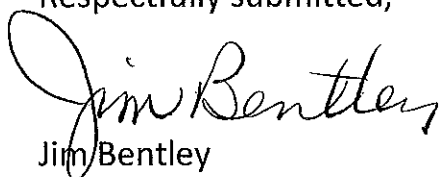
E) No specific expensive infrastructure project should be commenced, even the engineering design work, until a clear financing plan and solid commitments of funding those plans are in place, I think. So I have explored financing options for not just \$2 million but upwards of \$5 million for the City; as soon as the City makes a final call on the scope of this next sewer project, thoughtful financing can be arranged and timed.

F) And so many other challenges (details) need conversation about sewer in Willard that I requested a three-hour no-voting workshop with the Board. On your agreement to do so on December 19th, staff and I look forward to a fruitful session.

OTHER

1. Finally, with an opportunity to meet with the teacher at Willard High School who is advisor to Student Government, I am almost ready to suggest a structure for the Board to open student input, probably an advisory role on the dais. I am awaiting Mr. Brunner to tell me how the students have chosen to represent themselves to you.

Respectfully submitted,

A handwritten signature in black ink that reads "Jim Bentley". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Jim Bentley

City Administrator

Department Reports Follow

Parks and Recreation - Director's Report – December 2016

Project Report

- **Employee Tasks**
 - 2017 Budget and Bids - Ongoing
 - Planning 2016-17 School Year Programs
- **2016 Capital Improvements**
 - Jackson Park Pavilion Roof – Project Complete
 - Small Pavilion – Project Complete
 - Baseball Field Repairs – Project Completed
 - Baseball Dugouts – Project Completed
 - Baseball Bathrooms – Project Underway
 - GYM Floor Resurfacing – Project Completed
 - Pool Feature – Project Completed
 - Rec. Center Parking Lot – Project Completed
- **Basketball Registration**
 - Resident: 125
 - Non-Resident: 120
- **Turkey Trot**
 - The event was a great success!!
 - 358 Runners/Walkers
 - Scholarship Fund Donation: \$840.88
- **Miss Frisco Pageant**
 - 31 Contestants

Upcoming Programs / Events

- **Dinner with Santa** – December 16
- **Christmas Dance** – December 17
- **Youth Winter Dance Class** – Classes begin: January 9
- **Youth Winter Basketball** – Registration Ends: January 7
- **Youth Spring Dance Class** – Classes begin: March 6

Other Information

- **Website** – *Visitors From 11/6/16 to 12/4/16*
 - www.willardparks.com – 1,133 unique visitors, 8,012 visitors
 - www.willardfreedomfest.com – 287 unique visitors, 986 visitors
 - www.willardaquatics.com – 322 unique visitors, 1,002 visitors
- **Facebook** – *1,818 likes as of 12/5/16*
 - <https://www.facebook.com/WillardParksAndRec>
- **Open Gym** – *Visitors From 4/19/16 to 12/5/16*
 - Individual Registrations: 255
 - Individual Sign-In: 1704

Public Works Report

November 2016

Water

- Repaired a water leak in the 4 inch water main at Willey and Jackson.
- Replaced defective meters and ERTs on Route 3.
- Replaced meters on Farm Rd. 94 between Hunt Rd. and US160.

Sewer

- Construction of the new lift station at Meadows West was completed on November 22.
- On November 1, approximately 200 gallons of raw sewage was discharged at the Meadows West lift station as the contractor was replacing one of the hoses on the temporary pump. The discharge was reported to MDNR as required.

Streets

- Street patching was completed on Bray, Ridgeview, Watson and New Melville.
- The sidewalk project at Jackson St. and Main St. has been completed.

Equipment Usage and Repairs

November 2016

[illegible]

Monthly Water Loss 2016

Month	January	February	March	April	May	June	July	August	September	October	November	December	Annual Average	Annual
Amount of Gallons Pumped	21,715,400	22,388,200	20,073,100	22,297,800	23,637,200	26,620,100	25,378,100	25,803,900	24,956,200	22,463,900	22,432,500	0	21,481,033	257,772,400
Dollar Amount Sold	63,159.52	68,615.56	70,106.93	70,091.25	69,284.80	84,873.40	75,935.85	77,121.39	79,884.12	70,230.77	70,081.76	-	66,615	799,385
Gallons of Water Sold	13,067,000	15,014,000	15,028,000	15,022,000	14,660,000	21,201,001	17,398,001	17,873,001	19,582,003	14,964,000	14,930,000	0	14,894,917	178,739,008
Flushing	5,100	106,030	80,120	50,885	25,000	26,780	507,140	505,160	104,680	19,050	13,060	0	120,250	1,443,005
Leaks	0	695,000	0	100,000	0	350,000	0	50,000	300,000	0	500,000	0	186,250	1,965,000
City Usage (not billed)	13,470	20,820	17,760	12,760	499,620	146,100	91,990	53,820	51,300	17,460	18,470	0	78,964	947,570
Fire Department Usage	0	0	0	0	0	0	0	500,000	0	0	0	0	41,667	500,000
Tower Overflows	0	0	0	0	0	0	0	0	0	0	0	0	41,667	500,000
Residuals	5,100	6,030	5,120	7,010	4,640	6,780	7,140	0	4,680	3,550	3,060	0	4,426	53,110
Total Gallons Accounted For	13,090,670	15,841,880	15,131,000	15,192,655	15,183,260	21,732,661	18,504,271	18,583,981	20,042,663	15,004,060	15,464,590	0	36,835,538	184,177,691
% Water Loss	39.75%	29.24%	24.62%	31.86%	35.74%	18.36%	27.09%	26.43%	19.69%	33.21%	31.06%	HDIV/OI	52%	52%
Amount of Water Lost	8,628,730	6,546,320	4,942,100	7,105,145	8,447,940	4,887,439	6,873,829	6,819,919	4,913,537	7,461,840	6,967,910	0	14,718,942	73,594,709
Customers - Water Use	3258	3256	3270	3270	3270	3312	3289	3294	3300	3293	3319	0	7,226	
Willard North #1	1,458,700	3,153,200	4,212,500	5,876,200	6,068,500	6,835,400	6,389,800	7,256,900	6,040,800	5,816,200	5,482,500	0		
Willard South #2	2,780,700	4,796,900	5,722,800	5,698,000	6,454,300	7,108,200	7,758,200	6,625,400	7,335,100	6,095,500	6,285,400	0		
Meadows West #1	7,984,000	6,241,100	4,842,800	5,313,600	5,163,400	6,734,500	5,144,100	5,759,600	6,730,500	4,960,200	5,153,600	0		
Meadows East #2	10,086,000	8,257,000	5,295,000	5,410,000	5,653,000	5,942,000	6,086,000	6,138,000	4,850,000	5,594,000	5,507,000	0		
Total Water Pumped	21,715,400	22,388,200	20,073,100	22,297,800	23,637,200	26,620,100	25,378,100	25,803,900	24,956,200	22,463,900	22,432,500	0		
City Commercial	136	137	141	141	142	145	142	141	141	144	142	0		
City Residential	1970	1986	1986	1987	1982	2023	2003	2007	2007	1999	2026	0		
City Irrigation	3	3	3	3	3	3	3	3	3	3	3	0		
Rural Commercial	14	14	14	14	14	14	14	14	14	14	14	0		
Rural Residential	1125	1106	1116	1115	1119	1117	1117	1119	1124	1122	1123	0		
Non Billed	10	10	10	10	10	10	10	10	11	11	11	0		
Total	3258	3256	3270	3270	3270	3312	3289	3294	3300	3293	3319	0		



Willard Police Department



November 2016 - Monthly Statistical Report

Administration	Officer		Case #'s
Tom McClain, Chief	1601		5
Shannon Shipley, Lt.	1602		37
	Total		42

Squad #1	1603	Robert Bell, Cpl. / FTO	14	Squad #2	1604	Steve Purdy, Cpl. Investigator	39
	1607	Joe Duran, Officer	39		1605	Chris Higgins, Officer	45
	1608	Andrew Stone, Officer	39		1606	Aaron Roberts, Officer	50
	1610	Scott Rowe, Officer	104		1609	Danny Wroolie, Officer	15
	Total		196		Total		149

Reserves	Officer	Officer Names	Case #'s	Hours
	1630	Clint Heimbach, SRO	2	
	1631	Wyatt Sharp, SRO	0	
	1641	Brian Gordon, Reserve	0	5
	1642	JD Landon, Reserve	0	16.5
	1645	Brian Hinkle, Reserve	2	20
	1646	Andrew Hunt, Reserve	2	
	Total		6	41.5
Total Incidents for the month...			351	

Incident Statistics

Felony	4	HBO (Handled by Officers)	301
Misdemeanor	14	Use of Force	0
Infraction	142	Use of Force with Injuries	0
Other (Services)	232	LPR Initiated	0

Vehicle Maintenance

Vehicle	Odometer Reading	Monthly Mileage	Shifts Used	Miles per Shift	Month to Date Maintenance	Year to Date Maintenance
WPD -01 2009	138,727	549	20	27	\$0.00	\$2,544.54
WPD-02 2013	59,050	1,306	24	54	\$0.00	\$1,934.01
WPD-03 2013	69,951	1,317	21	63	\$2,065.85	\$4,209.83
WPD-04 2013	69,297	871	22	40	\$764.03	\$4,491.56
WPD-05 2008	166,417	278	15	19	\$0.00	\$914.72
WPD-06 2013	66,712	1,749	27	65	\$0.00	\$2,641.12
WPD-08 Moto	5,034	5,034	0	0	\$0.00	\$0.0

Vehicle Maintenance Details

WPD-01:	WPD-04:
WPD-02:	WPD-05:
WPD-03: Lower Control Arm (\$856.00) - Tire Mount & balance (\$\$227.56) – Ball Joints (\$939.62) – Oil change (\$42.67)	WPD-06:

- Dare graduation 12-15-16 @ 6:30 pm – Willard Intermediate School
- Police Shooting Range is nearly complete
- New Hire interviews begin this week

**Planning and Development Report
December 12th, 2016**

Annexation of Rights of Ways – Completed – MO DOT has relocated the location of one of the signs due to a sight distance issue.

Jackson Street Sidewalk Project: Olsson Engineer- This project is complete, the original contract agreement with MO DOT was \$44,588.50. With the additional paving of the shoulder and added change orders there was a \$1,382.79 overrun for a total project cost of \$45,550.78.

Glenn's Automotive – Staff has been informed that the owner of Glenn's Automotive Repair has purchased the existing building where his current location is and is now planning an addition to the back of the building.

Green Acres Subdivision –Owner Jack Minnick – The final documents have been recorded and he now has four (4) marketable building lots.

Robertson Subdivision- Staff is finalizing a developer agreement for the waterline improvements for Phase 2.

Meadows West Lift Station Improvements – The project is complete.

Waste Water Facility Master Plan- Staff is working with MDNR on a second SCEAP GRANT for funding for the Meadows Sewer System that will coincide with the recommendations from Olsson Engineering.

For the calendar year 2016 the Planning and Development Department has issued a total of 104 permits with an estimated total construction value of two (2) million dollars. Revenues generated from all permits is \$ 40,279.00.

Staff met with City of Springfield on 11/30/16 to update them on the progress concerning the closing of the lagoon. A very positive discussion initiated by the City Administrator indicated that Springfield staff was willing to negotiate terms of the contract that would include additional capacity for the Meadows area. Springfield accepted an offer from the City Administrator to re write the contract. Staff is working with engineers to develop preliminary plans and costs associated for future sewer improvements and will be providing much more information concerning this subject at a future work session meeting.

Staff attended OTO Long Range Transportation Planning Subcommittee Meeting and OTO Technical Planning Committee Meeting, where a motion was made to recommend to the B.O.D. the additional project (4 four lane extension from Fm.Rd. 94 to HWY AB) to be included on the 2018 -2021 S.T.I.P.

If you have questions concerning my report please contact me at City Hall.
Randy Brown , Director of Development

Submitted to: Jim Bentley, Interim City Administrator

**December 12, 2016 BOA MEETING
FINANCIAL SUMMARY REPORT**

REVENUE AND EXPENSE

Summary of Revenue and Expense for all funds ending October 31, 2016.

General Fund

- Revenue (all General Fund Departments) shows a decrease of \$273,059.59 for the year-to-date ending in October, but if you deduct the amount transferred to Parks (\$282,000.00) there is an \$8,940.41 increase in revenue in 2016 compared to year-to-date 2015. There is a -16.89 percentage variance. The amount of revenue received year-to-date is at 80% of the budgeted revenue. The revenue would show 10% above budget without the transfer to Parks.
- Expense for the General City Government has decreased for the year-to-date \$10,042.88 compared to last year. This is a 5.25% decrease compared to last year. The General City Government has spent 72% of the projected budget.
- Expense for the Law and Public Safety Department has increased \$63,390.94 compared to year-to-date 2015. This is a 10.40% increase compared to last year. The Law and Public Safety Department have spent 77% of the projected budget.
- Expense for the Street Department has decreased \$43,134.15 compared to last year. Fewer projects were completed this year. This is a 20.94% decrease compared to last year. The Street Department's actual expenses are at 39% of the projected expenses.
- Expense for the Planning and Development Department has increased \$14,373.61 compared to last year. This is a 33.24% increase compared to last year. Actual expenses are at 69% of the projected expenses for the year.
- Expense for Emergency Management Department has very little change compared to last year. The expenses are \$170.36 less than year-to-date in 2015. This is a 0.93% decrease compared to last year. Actual expenses are at 66% of the projected expenses for the year.
- The Net Profit for the General Fund has decreased with the transfer of funds to the Parks Fund compared to last year. The Net Profit without the transfer to Parks would have resulted in an increase of \$31,604.49 compared to last year. The Net Profit is \$250,395.51 this year adding to the reserve account.

Water & Sewer Fund

Water Department:

- Revenue year-to-date for the Water Department has decreased \$65,427.67 compared to last year. The year-to-date revenue has decreased 6.36 % compared to last year. The amount of revenue received year-to-date is at 81% of the projected revenue.

- Expenses for 2016 year-to-date have decreased \$77,705.54 compared to last year. This is an 8.39% decrease compared to last year. Actual expenses are at 68% of the projected expenses for the year.

Sewer Department:

- Revenue year-to-date 2016 for the Sewer Department has decreased \$15,518.80 compared to the revenue last year. The year-to-date revenue has decreased 1.39 % compared to last year. At this point in time 71% of the projected revenue has been received. It was projected that reserve funds would be needed for capital improvements. The Meadow Lift station project is complete, but more projects are planned for next year.
- The year-to-date expenses have increased \$82,892.74 compared to last year. The cost for the Springfield Sewer charges has increased significantly over the past few years. This is a 7.96% increase compared to last year. Actual expenses are at 42% of the projected expenses for the year. Projects that had been planned to start this year have been delayed to study other options to improve the sewer system.

Water and Sewer Department

- The Water and Sewer Department had a net income of \$90,756.00, which is a decrease of 48.69% compared to the net income last year. Last year our goal was to raise reserves in order to improve the Credit Rating. It was successfully increased from A- to A. With the need for more system improvements this will result in lower interest rates if the City chooses to get funding for future projects. Some projects were completed this year and some of the reserves were used for those projects.

Park Fund

- Revenue for the Parks fund increased \$268,309.75 year-to-date compared to last year. This is a 31.10% increase compared to last year. The transfer from the General Fund is the result of the increase. The amount of revenue received year-to-date is at 104% of the budgeted revenue.
- Expenses have decreased \$9,440.13 in 2016 compared to year-to-date last year. This is a 1.08% decrease compared to last year. Actual expenses are at 88% of the projected expenses for the year.
- The year-to-date Margin for 2016 is a \$268,086.21 gain, but if you deduct the \$282,000.00 transfers from the General Fund the Parks would show a loss.

DEBT

Long Term Debt and COP Debt balance as of October 31, 2016:

Water/Sewer 2014 COP	1,995,000.00
Parks/Aquatic Center 2015 COP	<u>3,820,000.00</u>
Total	\$ 5,815,000.00

The next Water/Sewer COP installment will be due January, 2017 in the amount of \$177,418.75. The W/S payment will be \$145,000.00 Principal and \$32,418.75 interest. An

installment for the Parks/Aquatic Center COP for interest only was paid November 23, 2016 in the amount of \$59,153.13.

SUMMARY

Capital Improvements

During the past year the City has made several Capital Improvements that have been for repair and maintenance that have increased the value of buildings as well as upgrading equipment. Following is a list of completed projects:

- Computers
- Network-Firewall-Switches
- Front Office Security Renovation
- Tyler Output Module
- Generator-Police Station
- Firewall Mules-Police Station
- Police Cars (last) payment
- CVSA (Polygraph)
- Range construction (partially complete)
- Meters
- Meadows Lift Station
- Pump for B Lift Station
- Drill Machine
- Roof Pavilions-Parks
- Baseball Infield Upgrade
- Pool Spray Feature

2017 Budget and Financial Statements

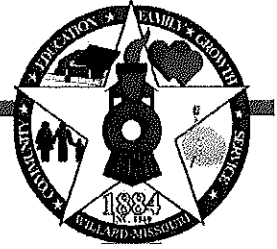
Beginning with the January 2017 Financial Summaries report will be presented in a new format to represent the format of the January 2017 Budget.

Submitted by:

Carolyn Halverson,
Director of Finance

CITY OF WILLARD, MISSOURI

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



AGENDA ITEM # 8

Ordinance approving the amendment to the Land Development Regulations. (1st Read) Discussion/Vote.

City of Willard
Board of Aldermen Meeting
Agenda Item Staff Report and Back-up

Title of Item: Amendment to Section 405.210 Ordinance #020227 A. 12

Initiated by: Director of Development

1. Description and Objective of item: To amend the current ordinance to include the placement of a #12 tracer wire or other utility locate technology on all utilities within the right-of way per R.S.M.O.319.033
2. Previous Board Action: Approved by the Planning and Zoning Commission at the November 22, 2016 meeting.
3. Options:
4. Financial impact; Source of funds: This change will add a minimum amount to the cost of constructing a new home to the home builder/ developer.
5. Staff analysis / Recommendations: Because this is a requirement by state statute and it is not currently listed in the Willard Design Standards for Public Improvements. Including this provides the information to the builders and developers and allows for staff to enforce the design guidelines. Staff ask for your consideration to approve.

First Reading: 12/12/16

Second Reading:

Council Bill No.16-44

Ordinance No.: 161212A

AN ORDINANCE APPROVING AMENDMENTS TO THE MUNICIPAL CODE OF THE CITY OF WILLARD
PERTAINING TO LAND DEVELOPMENT REGULATIONS, CHAPTER 405 ; Article III SANITARY
SEWERS; SECTION 400.210A DETAILED SANITARY SEWER REQUIREMENTS.

WHEREAS, a public hearing was held on December 12,2016; and

WHEREAS, the Planning and Zoning Commission of the City of Willard has initiated a proposed amendment to the Land Use Regulation in accordance with Article III. Administration and Review, Section 400.350, Amendments, paragraph B, *Initiation of Amendment*; and

WHEREAS, the Planning and Zoning Commission held a public hearing on November 22, 2016 for the purpose of receiving comments and input from the community on the proposed amendments; and

WHEREAS, after receiving public input, the Planning and Zoning Commission voted to recommend to the Board of Aldermen the proposed amendments set forth below to the Land Use Regulations of the City of Willard.

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

Section 1: The City does hereby amend, Title IV. Land Use, Chapter 405: Land Development Regulations, Article III. Sanitary Sewer, Section 400.210A, Detailed Sanitary Sewer Requirements, to read as follows:

- A. In addition to the rules, regulations and State Statutes specified in Section 405.200(B), the City of Willard will require conformance with the following standards, specifications, and design guidelines:
1. ~~The City of Springfield treats Willard's sanitary sewage.~~ All sanitary sewer improvements plans, including all gravity and pressure systems within the City of Willard, shall be submitted to the Department of Public Works, City of ~~Springfield~~ **Willard**, Missouri for their approval ~~prior to any review by the City of Willard.~~
 2. Any review of the City of Willard or approval of construction shall not relieve the developer or the developer's engineer from complying with all rules, regulations, ordinances, laws or Statutes that are in effect at the time of design or construction.
 3. Sanitary sewer collectors shall generally conform to the City of Willard's sewer master plan.
 4. Sewer mains, manholes, or other structures and appurtenances shall be placed in the public street right-of-way where possible.
 5. All sewer mains shall be extended to the property line for future extension. Manholes shall be placed at the ends of these lines with an invert formed for future connection. There shall also be a formed opening, gasket and a pipe plug placed at the manhole invert for future connection.
 6. The use of lamp holes is not permitted.
 7. The use of six (6) inch or smaller public sewer mains is not permitted.
 8. Sewer lines shall be constructed on opposite sides of streets from water lines.
 9. Construction of sidewalks above sanitary sewers is permitted.
 10. All sewer mains and laterals shall be bedded in five-eighths (5/8) inch clean crushed limestone.
 11. Backfill under all paved areas shall be with bedding material.
 12. All lateral service lines shall be PVC Schedule 40 pipe. **A #12 tracer wire or other utility location technology shall be placed on all lateral service lines within the right-of-way and an access point within a protective enclosure over the cleanout for gravity sewer laterals shall be provided. See Exhibit "A".**

13. All lateral service lines shall be installed to property lines prior to performing air testing.
14. All testing of the system is mandatory and shall be performed in the presence of a representative of the City of Willard.
15. All mains, laterals, manholes, or other structures and appurtenances shall not be covered or backfilled until inspected by the City of Willard. The Failure to do so will require the developer to uncover the improvements for inspection.
16. Finish grading , fertilizing, seeding and mulching shall be done as soon as possible after backfilling. The finish work shall restore all property to a condition equal to or better than what existed prior to construction.

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

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

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

Passed at meeting: _____

Mayor, Corey Hendrickson

Attest: _____, City Clerk, Jennifer Rowe

Approved as to form: _____, City Attorney, Ken Reynolds

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

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

ABSTAINED

1ST READ:

JAMIE BUCKLEY

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

DAVID ROGGENSEES

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

ABSTAINED

2ND READ:

JAMIE BUCKLEY

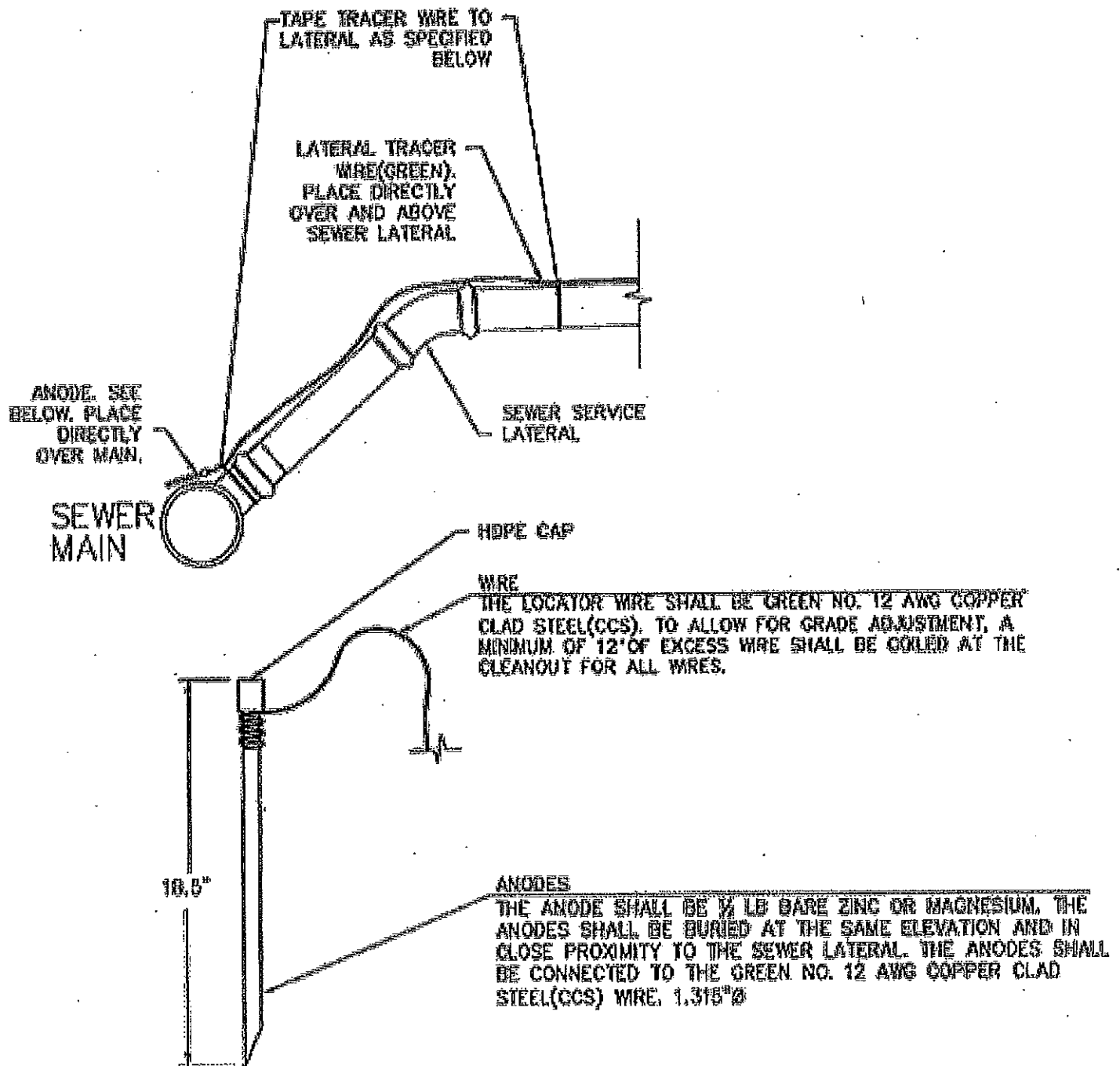
SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

DAVID ROGGENSEES



TRACER WIRE DETAIL

CONDUCTIVE TYPE PIPE LOCATOR/TRACER WIRE SHALL BE INSTALLED TO LOCATE ALL SEWER LATERALS. THE WIRE SHALL EXTEND THE ENTIRE LENGTH OF THE PROPOSED LATERAL. THE WIRE SHALL BE INSTALLED DIRECTLY ON TOP THE PIPE AND SECURED TO THE LATERAL BY TAPE AT BASE OF RISER, SEWER MAIN AND EVERY 15'. CORROSION PROOF/FILLED WIRE CONNECTORS SHALL BE USED AT SPICE LOCATIONS. ELECTRICAL TAPE SHALL BE USED AND NO BARE WIRE SHALL BE EXPOSED. TEST STATIONS SHALL BE INSTALLED INSIDE ALL CLEANOUT VAULTS AND EXISTING WIRES SHALL BE CONNECTED. ZINC OR MAGNESIUM ANODES SHALL BE ATTACHED AT BOTH THE BEGINNING AND THE END OF THE TRACER WIRE. A TYPICAL LAYOUT OF THE LOCATOR WIRE AND CLEANOUT IS PROVIDED IN THE FIGURE ABOVE. CONDUCTIVITY TO BE TESTED BEFORE ACCEPTANCE.

Ord. No 020227 A-12 Supplement

A #12 tracer wire or other utility location technology shall be placed on all lateral service lines within the right-of-way and an access point within a protective enclosure over the cleanout for gravity sewer laterals shall be provided. See Attachment

Missouri Revised Statutes

Chapter 67

Political Subdivisions, Miscellaneous Powers

←67.275

Section 67.280.1

67.281→

August 28, 2016

Communities may incorporate by reference certain technical codes--penalty provisions, requirements--definitions.

67.280. 1. As used in this section, the following terms mean:

(1) "Code", any published compilation of rules prepared by various technical trade associations, federal agencies, this state or any agency thereof, but shall be limited to: regulations concerning the construction of buildings and continued occupancy thereof; mechanical, plumbing, and electrical construction; and fire prevention;

(2) "Community", any county, fire protection district or municipality;

(3) "County", any county in the state;

(4) "Fire protection district", any fire protection district in the state;

(5) "Municipality", any incorporated city, town or village.

2. Any community, if the community otherwise has the power under the law to adopt such an ordinance, may adopt or repeal an ordinance which incorporates by reference the provisions of any code or portions of any code, or any amendment thereof, properly identified as to date and source, without setting forth the provisions of such code in full. At least one copy of such code, portion or amendment which is incorporated or adopted by reference, shall be filed in the office of the clerk of the community and there kept available for public use, inspection, and examination. The filing requirements herein prescribed shall not be deemed to be complied with unless the required copies of such codes, portion, or amendment or public record are filed with the clerk of such community for a period of ninety days prior to the adoption of the ordinance which incorporates such code, portion, or amendment by reference.

3. Any ordinance adopting a code, portion, or amendment by reference shall state the penalty for violating such code, portion, or amendment, or any provisions thereof separately, and no part of any such penalty shall be incorporated by reference.

(L. 1983 H.B. 92 §§ 1, 2, 3, A.L. 1995 H.B. 452, et al., A.L. 2009 H.B. 859)



AGENDA ITEM # 11

**Ordinance approving the request for the
Annexation for a parcel of land at the NW side of
the intersection of AB & EE. (1st & 2nd Read)
Discussion/Vote.**

City of Willard
Board of Aldermen Meeting
Agenda Item Staff Report and Back-up

Title of Item: Annexation Petition #16822

Initiated by: Director of Development

1. Description and Objective of item: To annex the described property that will allow the owner to develop with City utilities. (water & sewer)
2. Previous Board Action: Approved by the Planning and Zoning Commission at the November 22, 2016 meeting.
3. Options: Approve or Deny the annexation petition submitted by the owners.
4. Financial impact; Source of funds: If this petition is approved ,upon the development completion it will have a positive impact on the sales tax revenue and property taxes the City receives annually.
5. Staff analysis / Recommendations: No negative comments have been received concerning this request. Staff ask for your consideration to approve.

Background Report for Annexation Petition #16822

Date: 12/12/16

Applicant: Grand Prairie LLC

Tract size: Parcel # 881403300031 ~ 6.2 acres

Parcel # 881410200001 ~ 20 acres

Existing Zoning: R-1, Agricultural

Proposed Zoning: Commercial

Surrounding Land Uses: North ~ R-1 Single Family

South ~ R-1

East ~ Commercial

West ~ R-1

Proposed Land Use: Commercial

History: The property owners have submitted an application for annexing the two (2) parcels of land into the City of Willard that are located at the southwest and northwest corner of State Highways AB and EE. The owners intent is to re-zone the properties for Commercial development. The 6.2 acre tract (Lot 21) is part of an existing subdivision known as Prairie Creek Estates. The other parcel (20 acre) has been subdivided into three (3) tracts, one (1) ten (10) acre and two (2) five (acre) tracts. The City is currently upgrading the Meadows West Lift Station that is located on the 6.2 acre tract. Negotiations are in progress with the City of Springfield to accept additional sanitary sewer flow from the City of Willard for future development in the area.

Utilities: Sanitary Sewer is located on the North parcel.

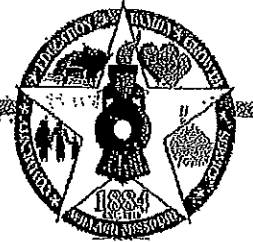
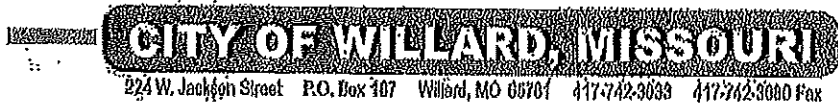
Water is available on both parcels.

Staff Comments: Staff has included the information from the applicant along with the legal description of both tracts for your use. Staff has posted the property, delivered notice of Public Hearing to all property owners within 185 ft. of the properties and has advertised in the local newspaper as required in the Willard Municipal Code. Staff has not received any comments on this request and would ask for your consideration to recommend annexing these parcels.

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

Randy Brown

Director of Development



APPLICATION FOR ANNEXATION

Date of Application: _____

Property Location: _____

Other description of property location if not addressed: _____

CASE NO. _____
DATE FILED: _____
RECEIVED BY: _____
RECEIPT NO. _____

Property Owner's Information (full name(s) of all legal property owners listed on deed):

Name of current property owner(s): Grand Prairie, Limited Liability Company

If Corporation: Corporate Official: _____

Mailing Address: 2563 N. Fm Rd 95 Willard, MO Zip Code: 65781

Telephone: 417-766-7774 Fax: _____ E-Mail: jint@fairsandexpos.com

Total # of people (related / non-related) living on property: 0

Property Owner's Signature: [Signature]
(If corporation, need signature of one official)

Contact Person Handling Application:

Name(s): Jim Tucker

If Corporation: Corporate Official: _____

Mailing Address: 8708 N. Fm Rd 105 Willard, MO Zip Code: 65781

Telephone: 417-766-7774 Fax: _____ E-Mail: jint@fairsandexpos.com

Current Use of the Property: grazing cattle

What is the County Zoning: A-1

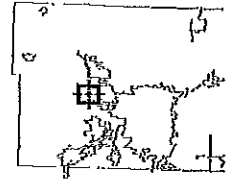
Proposed Zoning: C-2

LAND DESCRIPTION (ATTACH MAP & LEGAL DESCRIPTION OF PROPERTY; LABEL AS EXHIBIT A):

See Attached Exhibit A page 1 Description
Exhibit A page 2 Map/survey



Overview



Legend

Parcel Lines

- <all other values>
- DASHROW
- MUNIRWD
- PROPDASH
- PROPLINE
- RRROW
- ZONING

Section Lines

- Quarter Section Lines
- Section Lines

Streets

- <all other values>
- 8
- County Boundary
- Assessor's Parcels
- Floodplains
- City Limits

Parcel ID 881403300031
 Sec/Twp/Rng 3-29N-23W
 Property Address 2483 N STATE HWY AB
 GREENE COUNTY

Alternate ID n/a
 Class R
 Acreage 6.2

Owner Address GRAND PRAIRIE LLC
 %RON CRIGHTON
 5563 N FARM ROAD 95
 WILLARD MO 65781

District 181
 Brief Tax Description PRAIRIE CREEK ESTATES LOT 21
 (Note: Not to be used on legal documents)

The sinkhole layer represents surface depressions from LIDAR imaging obtained in 2010 and 2011. Most of the sinkholes shown have not been field verified and are provided for informational purposes only. This layer should not be used as a substitute for a geological or geotechnical investigation. Questions regarding sinkholes should be directed to the Environmental Section of the Resource Management Department (417) 868-4147. For sinkhole information inside the city limits of Springfield, please call (417) 864-1901.

All of Lot 21 of the Final Plat of Prairie Creek Estates, a subdivision of Greene County, Missouri, as recorded in Plat Book VV, at Page 71 in the Recorder's Office of Greene County, Missouri.

First Read 12/12/16
BILL NO. 16-46

Second Read: _____
ORDINANCE NO. 161212C

AN ORDINANCE

AN ORDINANCE ANNEXING A CERTAIN ADJACENT, UNINCORPORATED AREA INTO THE CITY OF WILLARD, MISSOURI.

WHEREAS, on August 22, 2016, a verified petition, signed by all of the owners of the real estate described below requesting annexation of the area into the City of Willard, Missouri, was filed with the City Clerk; and

WHEREAS, the real estate is adjacent and contiguous to the present corporate limits of the City of Willard, Missouri; and

WHEREAS, a public hearing concerning this matter was held at the City Hall in Willard, Missouri, at 7:00 p.m. on November 22, 2016; and

WHEREAS, notice of this public hearing was published on October 19, 2016 and October 26, 2016 in the *Greene County Commonwealth* a daily newspaper of general circulation in the County of Greene, Missouri; and

WHEREAS, at the public hearing, all interested persons, corporations, and political subdivisions were afforded the opportunity to present evidence regarding the proposed annexation; and

WHEREAS, no written objection to the proposed annexation was filed with the Board of Aldermen of the City of Willard, Missouri, within seven days after the public hearing; and

WHEREAS, the Board of Aldermen of the City of Willard, Missouri, do find and determine that the annexation is reasonable and necessary to the proper development of the City; and

WHEREAS, the City is able to furnish normal municipal services to the area within a reasonable time after annexation; and

WHEREAS, the Board of Aldermen of the City of Willard finds that it is in the best interest of the City and its citizens to annex the property described in the verified Petition.

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the City of Willard, Missouri, as follows:

Section 1: Pursuant to §71.012 RSMo, the following-described real estate is hereby annexed into the City of Willard, Missouri, to-wit:

ALL OF LOT 21 OF THE FINAL PLAT OF PRAIRIE CREET ESTATES, A SUBDIVISION OF GREENE COUNTY, MISSOURI, AS RECORDED IN PLAT BOOK VV, AT PAGE 71 IN THE RECORDER'S OFFICE OF GREENE COUNTY, MISSOURI.

Section 2: The boundaries of the City of Willard, Missouri, are hereby altered so as to encompass the above-described tract of land lying adjacent and contiguous to the present corporate limits.

Section 3: The City Clerk of the City of Willard is hereby ordered to cause three certified copies of this ordinance to be filed with the Greene County Clerk.

Section 4: The Director of Development and other pertinent City personnel are hereby authorized and directed to conform all maps, directories, drawings, plats, and other appropriate documents to the altered corporate limits of the City of Willard as herein provided.

Section 5: All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed insofar as they do conflict.

Section 6: This ordinance being necessary for the preservation of the public peace, health, and safety of the citizens of the City of Willard, an emergency is hereby declared to exist, and this ordinance shall be in force and take effect from and after the date of its passage and approval.

Section 7: This Ordinance shall be in full force and effect from and after the date of its passage by the Board of Aldermen and approval of the Mayor.

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

Approved as to form: _____:City Attorney, Ken Reynolds.

APPROVED BY:

Corey Hendrickson, MAYOR

ATTEST:

Jennifer Rowe, CITY CLERK

MEMBERS OF THE BOARD OF ALDERMEN:
1ST READ:

YES NO ABSTAINED

JAMIE BUCKLEY

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

DAVID ROGGENSEES

MEMBERS OF THE BOARD OF ALDERMEN:
2ND READ:

YES NO ABSTAINED

JAMIE BUCKLEY

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

DAVID ROGGENSEES

CITY OF WILLARD, MISSOURI

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



AGENDA ITEM # 12

**Ordinance approving the request for the
Annexation for a parcel of land at the SW side of
the intersection of AB & EE. (1st & 2nd Read)
Discussion/Vote.**

CITY OF WILLARD, MISSOURI

224 W. Jackson Street P.O. Box 107 Willard, MO 65781 417-742-3033 417-742-3080 Fax



APPLICATION FOR ANNEXATION

Date of Application: _____

Property Location: _____

Other description of property location if not addressed: _____

CASE NO. _____
DATE FILED: _____
RECEIVED BY: _____
RECEIPT NO. _____

Property Owner's Information (full name(s) of all legal property owners listed on deed):

Name of current property owner(s): Grand Prairie, Limited Liability Company

If Corporation: Corporate Official: _____

Mailing Address: 5563 N. Fm Rd 95 Willard MO Zip Code: 65781

Telephone: 417-766-7724 Fax: 417-840-9668 E-mail: jimt@fairsandexpos.com

Total # of people (related / non-related) living on property: 0

Property Owner's Signature: [Signature]

(If corporation, need signature of one official)

Contact Person Handling Application:

Name(s): Jim Tucker

If Corporation: Corporate Official: _____

Mailing Address: 8708 N. Fm Rd 105 Willard MO Zip Code: 65781

Telephone: 417-766-7724 Fax: _____ E-Mail: jimt@fairsandexpos.com

Current Use of the Property: Fire works stand, hay, exempt for City of Willard's access to lift station.

What is the County Zoning: A-R

Proposed Zoning: C-2

LAND DESCRIPTION (ATTACH MAP & LEGAL DESCRIPTION OF PROPERTY; LABEL AS EXHIBIT A):

All of Lot 21 of the Final Plat of Prairie Creek Estates, a subdivision in Greene County, Missouri, as recorded in Plat Book VV, at Page 71 in the Greene County, Missouri Recorder's Office

CITY OF WILLARD, MISSOURI

224 W. Jackson Street P.O. Box 187 Willard, MO 65761 417-742-3033 417-742-3080 Fax



STATE OF MISSOURI

COUNTY OF GREENE

SS.

ACKNOWLEDGEMENT OF CORPORATE OFFICIAL

On this 22nd day of August, 2016, before me, appeared James D. Tucker, to me personally known, who, being by me duly sworn did say that he/she is the member of Grand Prairie LLC, and that the seal affixed to foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation by authority of its Board of directors, and acknowledged said instrument to be the free act and deed of said corporation.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal,

At my office in Willard the day and year first above written.

Notary Public: Jennifer Anne Rowe

Print Name: Jennifer Anne Rowe



"Notary Seal"
JENNIFER ANNE ROWE
My Commission Expires
December 6, 2019
Greene County
Commission #16179428

STATE OF MISSOURI

COUNTY OF GREENE

SS.

UNMARRIED PERSON'S ACKNOWLEDGEMENT

On this ____ day of _____, 20____, before me, a Notary Public in and for said state, personally appeared _____, to me known to be the person described in and who executed the foregoing document, and acknowledged that he/she executed the same as his/her free act and deed

And the said _____ further declared himself/herself to be single and unmarried.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal,

At my office in _____ the day and year first above written.

Notary Public: _____

Print Name: _____

"Notary Seal"

CITY OF WILLARD, MISSOURI

224 W. Jackson Street P.O. Box 107 Willard, MO 65701 417-742-3033 417-742-3080 Fax



STATE OF MISSOURI

COUNTY OF GREENE

SS.

ACKNOWLEDGEMENT OF CORPORATE OFFICIAL

On this 22nd day of August, 2016, before me, appeared JAMES D. Truher, to me personally known, who, being by me duly sworn did say that he/she is the member of Grand Prairie LLC, and that the seal affixed to foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation by authority of its Board of directors, and acknowledged said instrument to be the free act and deed of said corporation.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal,

At my office in Willard, the day and year first above written.

Notary Public: Jennifer Anne Rowe

Print Name: Jennifer Anne Rowe



"JENNIFER ANNE ROWE
My Commission Expires
December 6, 2019
Greene County
Commission #15179428"

STATE OF MISSOURI

COUNTY OF GREENE

SS.

UNMARRIED PERSON'S ACKNOWLEDGEMENT

On this ____ day of _____, 20____, before me, a Notary Public in and for said state, personally appeared _____, to me known to be the person described in and who executed the foregoing document, and acknowledged that he/she executed the same as his/her free act and deed

And the said _____ further declared himself/herself to be single and unmarried.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal,

At my office in _____ the day and year first above written.

Notary Public: _____

"Notary Seal"

Print Name: _____

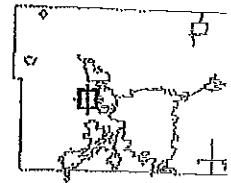
BOUNDARY DESCRIPTION

A TRACT OF LAND LOCATED IN THE NE¼ OF THE NW¼ OF SECTION 10, TOWNSHIP 29 NORTH, RANGE 23 WEST, GREENE COUNTY, MISSOURI DESCRIBED AS FOLLOWS:
COMMENCING AT THE NW CORNER OF THE NW¼ OF SECTION 10, TOWNSHIP 29 NORTH, RANGE 23 WEST; THENCE N88°09'52"E, 1338.55 FEET TO THE NW CORNER OF THE NE¼ OF SAID NW¼ OF SECTION 10; THENCE ALONG THE WEST LINE OF SAID NE¼ OF THE NW¼, S00°01'58"E, 37.24 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF MISSOURI STATE HIGHWAY EE FOR THE POINT OF BEGINNING; THENCE ALONG SAID SOUTH RIGHT-OF-WAY LINE, N88°17'39"E, 1259.23 FEET; THENCE CONTINUING ALONG SAID SOUTH RIGHT-OF-WAY LINE, S55°35'55"E, 56.49 FEET TO THE INTERSECTION WITH THE WEST RIGHT-OF-WAY LINE OF MISSOURI STATE HIGHWAY AB; THENCE ALONG SAID WEST RIGHT-OF-WAY LINE, S00°04'03"W, 636.36 FEET; THENCE S88°27'25"W, 1304.62 FEET TO THE WEST LINE OF SAID NE¼ OF THE NW¼; THENCE ALONG SAID WEST LINE, N00°01'58"W, 665.92 FEET TO THE POINT OF BEGINNING.

Exhibit A



Overview



Legend

Parcel Lines

- <all other values>
- DASHROW
- MUNIRWD
- PROPDASH
- PROPLINE
- RRROW
- ZONING

Section Lines

- Quarter Section Lines
- Section Lines

Streets

- <all other values>
- 8
- County Boundary
- Assessor's Parcels
- Floodplains
- City Limits

Parcel ID	881410200001	Alternate ID	n/a	Owner Address	GRAND PRAIRIE LLC
Sec/Twp/Rng	10-29N-23W	Class	R		5563 N FARM ROAD 95
Property Address	7120 W STATE HWY EE	Acreage	20		WILLARD MO 65781
	GREENE COUNTY				
District	181				
Brief Tax Description	20A N1/2 NE1/4 NW1/4 10/29/23				
	(Note: Not to be used on legal documents)				

The sinkhole layer represents surface depressions from LIDAR imaging obtained in 2010 and 2011. Most of the sinkholes shown have not been field verified and are provided for informational purposes only. This layer should not be used as a substitute for a geological or geotechnical investigation. Questions regarding sinkholes should be directed to the Environmental Section of the Resource Management Department (417) 868-4147. For sinkhole information inside the city limits of Springfield, please call (417) 864-1901.

First Read 12/12/16
BILL NO. 16-45

Second Read: _____
ORDINANCE NO. 161212B

AN ORDINANCE

AN ORDINANCE ANNEXING A CERTAIN ADJACENT, UNINCORPORATED AREA INTO THE CITY OF WILLARD, MISSOURI.

WHEREAS, on August 22, 2016, a verified petition, signed by all of the owners of the real estate described below requesting annexation of the area into the City of Willard, Missouri, was filed with the City Clerk; and

WHEREAS, the real estate is adjacent and contiguous to the present corporate limits of the City of Willard, Missouri; and

WHEREAS, a public hearing concerning this matter was held at the City Hall in Willard, Missouri, at 7:00 p.m. on November 22, 2016; and

WHEREAS, notice of this public hearing was published on October 19, 2016 and October 26, 2016 in the *Greene County Commonwealth* a daily newspaper of general circulation in the County of Greene, Missouri; and

WHEREAS, at the public hearing, all interested persons, corporations, and political subdivisions were afforded the opportunity to present evidence regarding the proposed annexation; and

WHEREAS, no written objection to the proposed annexation was filed with the Board of Aldermen of the City of Willard, Missouri, within seven days after the public hearing; and

WHEREAS, the Board of Aldermen of the City of Willard, Missouri, do find and determine that the annexation is reasonable and necessary to the proper development of the City; and

WHEREAS, the City is able to furnish normal municipal services to the area within a reasonable time after annexation; and

WHEREAS, the Board of Aldermen of the City of Willard finds that it is in the best interest of the City and its citizens to annex the property described in the verified Petition.

NOW, THEREFORE, BE IT ORDAINED by the Board of Aldermen of the City of Willard, Missouri, as follows:

Section 1: Pursuant to §71.012 RSMo, the following-described real estate is hereby annexed into the City of Willard, Missouri, to-wit:

A TRACT OF LAND LOCATED IN THE NEW1/4 OF THE NW1/4 OF SECTION 10, TOWNSHIP 29 NORTH, RANGE 23 WEST, GREENE COUNTY, MISSOURI DESCRIBED AS FOLLOWS: COMMENCING AT THE NW CORNER OF THE NW1/4 OF SECTION 10, TOWNSHIP 29 NORTH, RANGE 23 WEST; THENCE N88°09'52"E, 1338.55 FEET TO THE NW CORNER OF THE NE1/4 OF SAID NW1/4 OF SECTION 10; THENCE ALONG THE WEST LINE OF SAID NE1/4 OF THE NW1/4, S00°01'58"E, 37.24 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF MISSOURI STATE HIGHWAY EE FOR THE POINT OF BEGINNING; THENCE ALONG SAID SOUTH RIGHT-OF-WAY LINE, N88°17'39"E, 1259.23 FEET; THENCE CONTINUING ALONG SAID SOUTH RIGHT-OF-WAY LINE, S55°35'55"E, 56.49 FEET TO THE INTERESECTION WITH THE WEST RIGHT-OF-WAY LINE FO MISSOURI STATE HIGHWAY AB; THENCE ALONG SAID WEST RIGHT-OF-WAY LINE, S00°04'03"W, 636.36 FEET; THENCE S88°27'25"W, 1304.62 FEET TO THE WEST LINE OF SAID NE1/4 OF THE NW1/4; THENCE ALONG SAID WEST LINE, N00°01'58"W, 665.92 FEET TO THE POINT OF BEGINNING.

Section 2: The boundaries of the City of Willard, Missouri, are hereby altered so as to encompass the above-described tract of land lying adjacent and contiguous to the present corporate limits.

Section 3: The City Clerk of the City of Willard is hereby ordered to cause three certified copies of this ordinance to be filed with the Greene County Clerk.

Section 4: The Director of Development and other pertinent City personnel are hereby authorized and directed to conform all maps, directories, drawings, plats, and other appropriate documents to the altered corporate limits of the City of Willard as herein provided.

Section 5: All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed insofar as they do conflict.

Section 6: This ordinance being necessary for the preservation of the public peace, health, and safety of the citizens of the City of Willard, an emergency is hereby declared to exist, and this ordinance shall be in force and take effect from and after the date of its passage and approval.

Section 7: This Ordinance shall be in full force and effect from and after the date of its passage by the Board of Aldermen and approval of the Mayor.

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

Approved as to form: _____:City Attorney, Ken Reynolds.

APPROVED BY:

Corey Hendrickson, MAYOR

ATTEST:

Jennifer Rowe, CITY CLERK

MEMBERS OF THE BOARD OF ALDERMEN:
1ST READ:

YES NO ABSTAINED

JAMIE BUCKLEY

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

DAVID ROGGENSEES

MEMBERS OF THE BOARD OF ALDERMEN:
2ND READ:

YES NO ABSTAINED

JAMIE BUCKLEY

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

DAVID ROGGENSEES

CITY OF WILLARD, MISSOURI

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



AGENDA ITEM # 15

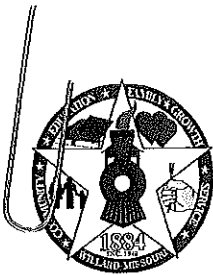
Ordinance approving the Rezoning for a parcel of land at the NW side of the intersection of AB & EE. (1st & 2nd Read) Discussion/Vote.

City of Willard
Board of Aldermen Meeting
Agenda Item Staff Report and Back-up

Title of Item: Rezoning of Parcel #881403300031

Initiated by: Director of Development

1. Description and Objective of item: To rezone the proposed property (6.2 acre tract) from its current zoning R-1 to C-2
2. Previous Board Action: Approved by the Planning and Zoning Commission at the November 22, 2016 meeting.
3. Options: Approve or Deny the rezoning application submitted by the owners.
4. Financial impact; Source of funds: If this petition is approved ,upon the development completion it will have a positive impact on the sales tax revenue and property taxes the City receives annually.
5. Staff analysis / Recommendations: No negative comments have been received concerning this request. Staff ask for your consideration to approve.



City of Willard

Zoning Case No. _____
Application Date _____
Application Fee \$300.00

APPLICATION ZONING CHANGE (REZONING)

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

Present Zoning Classification R-1 Requested Zoning Classification C-2

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

All of lot 21 of the Final Plat of Prairie Creek Estates, a subdivision in Greene County, Missouri, as recorded in Plat Book VV, at page 71 in the Greene County, Missouri Recorder's Office.

Street Address or Other Common Property Description 2483 N. State Hwy AB

Property Owner's Name(s) Grand Prairie LLC

If corporation, Corporate Official Name and Seal: N/A

Mailing Address 5563 N. Farm Road 95, Willard, MO 65781

Telephone Number _____ Fax Number _____

PROPERTY OWNER'S SIGNATURE:

[Signature] [Signature]
(Not necessary if there is an authorized representative. Authorized representative must sign below).

AUTHORIZED REPRESENTATIVE:

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

Name _____ Signature _____

Address _____ Telephone _____

BILL ADVERTISING AND NOTIFICATION COSTS TO:

Name Grand Prairie LLC Telephone _____

Address 5563 N. Farm RD 95, Willard, MO 65781

First Reading: 12-12-16

Second Reading: _____

Council Bill No.: 16-47

Ordinance No.: 161212D

AN ORDINANCE

AN ORDINANCE AMENDING THE WILLARD LAND USE REGULATIONS, SECTION 400.380A, CITY OF WILLARD ZONING MAP, BY REZONING LOT 21 OF FINAL PLAT OF PRAIRIE CREEK ESTATES KNOWN AS PARCEL #881403300031 OWNED BY GRAND PRAIRIE LLC LOCATED AT THE NORTHWEST CORNER OF STATE HIGHWAY AB AND STATE HIGHWAY EE ALL WITHIN THE CITY OF WILLARD, MO.

WHEREAS, an application has been filed for a zoning change of the tracts of land described in Exhibit "A" from R-1, Residential to C-2 General Business District and;

WHEREAS, following proper notice; a public hearing was held before the Planning and Zoning Commission on November 22, 2016, and said Commission approved the recommendation; and

WHEREAS, proper notice was given of a public hearing to be held on December 12, 2016, before the Board of Aldermen and that said hearing was held in accordance with the law.

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

Section 1: The property herein described as Lot 21 of the final plat of Prairie Creek Estates located at the Northwest corner of State Highway AB and State Highway EE, and as more specifically described in Exhibit "A" attached hereto, all within the City of Willard be, and the same hereby is, rezoned from a R-1, Residential or such zoning district as is designated on the Official Zoning Map adopted by the Board of Aldermen to C-2, General Business District; and the Willard Land Use Regulations, Section 400.380A thereof, Zoning Map, Is hereby amended, changed and modified accordingly.

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

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

Approved as to form: _____:City Attorney, Ken Reynolds.

APPROVED BY:

Corey Hendrickson, MAYOR

ATTEST:

Jennifer Rowe, CITY CLERK

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

ABSTAINED

1ST READ:

JAMIE BUCKLEY

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

DAVID ROGGENSEES

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

ABSTAINED

2ND READ:

JAMIE BUCKLEY

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

DAVID ROGGENSEES

CITY OF WILLARD, MISSOURI

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



AGENDA ITEM # 16

Ordinance approving the Rezoning for a parcel of land at the SW side of the intersection of AB & EE. (1st & 2nd Read) Discussion/Vote.

City of Willard
Board of Aldermen Meeting
Agenda Item Staff Report and Back-up

Title of Item: Rezoning of Parcel #881410200001

Initiated by: Director of Development

1. Description and Objective of item: To rezone the proposed property (20 acre tract) from its current zoning R-1 to C-2

2. Previous Board Action: Approved by the Planning and Zoning Commission at the November 22, 2016 meeting.

3. Options: Approve or Deny the rezoning application submitted by the owners.

4. Financial impact; Source of funds: If this petition is approved ,upon the development completion it will have a positive impact on the sales tax revenue and property taxes the City receives annually.

5. Staff analysis / Recommendations: No negative comments have been received concerning this request. Staff ask for your consideration to approve.



City of Willard

Zoning Case No. _____
Application Date _____
Application Fee \$300.00

APPLICATION ZONING CHANGE (REZONING)

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

Present Zoning Classification ~~RT~~ A-1 ^{OK} Requested Zoning Classification C-2

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

*See attached Exhibit A page 1 description
Exhibit A page 2 map/survey*

Street Address or Other Common Property Description 7120 W. State Hwy EE

Property Owner's Name(s) Grand Prairie LLC

If corporation, Corporate Official Name and Seal: N/A

Mailing Address 5563 N. Farm RD 95, Willard, MO 65781

Telephone Number _____ Fax Number _____

PROPERTY OWNER'S SIGNATURE:

James R. Smith *Ron Coughlin*

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

AUTHORIZED REPRESENTATIVE:

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

Name _____ Signature _____

Address _____ Telephone _____

BILL ADVERTISING AND NOTIFICATION COSTS TO:

Name Grand Prairie LLC Telephone _____

Address 5563 N. Farm RD 95, Willard MO 65781

First Reading: 12-12-16

Second Reading: _____

Council Bill No.: 16-48

Ordinance No.: 161212E

AN ORDINANCE

AN ORDINANCE AMENDING THE WILLARD LAND USE REGULATIONS, SECTION 400.380A, CITY OF WILLARD ZONING MAP, BY REZONING A TWENTY (20) ACRE PARCEL OF LAND OWNED BY GRAND PRAIRIE LLC KNOWN AS PARCEL #88141020001 LOCATED AT THE SOUTHWEST CORNER OF STATE HIGHWAY AB AND STATE HIGHWAY EE ALL WITHIN THE CITY OF WILLARD, MO.

WHEREAS, an application has been filed for a zoning change of the tracts of land described in Exhibit "A" from A-1, Agricultural District to C-2 General Business District and;

WHEREAS, following proper notice; a public hearing was held before the Planning and Zoning Commission on November 22, 2016, and said Commission approved the recommendation; and

WHEREAS, proper notice was given of a public hearing to be held on December 12, 2016, before the Board of Aldermen and that said hearing was held in accordance with the law.

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

Section 1: The property herein described as a twenty (20) acre parcel of land owned by Grand Prairie LLC known as Parcel #88141020001 located at the Southwest corner of State Highway AB and State Highway EE, and as more specifically described in Exhibit "A" attached hereto, all within the City of Willard be, and the same hereby is, rezoned from a A-1, Agricultural District or such zoning district as is designated on the Official Zoning Map adopted by the Board of Aldermen to C-2, General Business District; and the Willard Land Use Regulations, Section 400.380A thereof, Zoning Map, is hereby amended, changed and modified accordingly.

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

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

Approved as to form: _____: City Attorney, Ken Reynolds.

APPROVED BY:

Corey Hendrickson, MAYOR

ATTEST:

Jennifer Rowe, CITY CLERK

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

ABSTAINED

1ST READ:

JAMIE BUCKLEY

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

DAVID ROGGENSEES

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

ABSTAINED

2ND READ:

JAMIE BUCKLEY

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

DAVID ROGGENSEES

AGENDA ITEM # 17

**Ordinance approving the amendment to the 2016
Budget. (1st & 2nd Read) Discussion/Vote.**

AN ORDINANCE

AN ORDINANCE TO AMEND THE 2016 BUDGET, AND DECLARING IT AN EMERGENCY.

Be it hereby ordained by the Board of Aldermen of the City of Willard, Missouri as follows:

SECTION 1: That the 2016 Budget Amendments are attached to this Ordinance and shall be incorporated herein by reference as if fully set forth herein.

SECTION 2: That these 2016 Budget Amendments are adopted as a part of the 2016 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 11th DAY JULY 2016.

Approved as to form: _____
Ken Reynolds, City Attorney

Attested by:

Approved by:

Jennifer Rowe, City Clerk

Corey Hendrickson, Mayor

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

YES NO ABSTAINED

JAMIE BUCKLEY

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

DAVID ROGGENSEES

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

YES

NO

ABSTAINED

JAMIE BUCKLEY

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

DAVID ROGGENSEES

CITY OF WILLARD, MISSOURI

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



AGENDA ITEM # 20

Ordinance amending Section 710.470 Sewer Rates. (2nd Read) Discussion/Vote.

First Reading: 12/05/16

Second Reading: 12/12/16

Council Bill No.: 16-42

Ordinance No.: 161205A

AN ORDINANCE

AN ORDINANCE amending Title VII, Utilities, Chapter 710, Sewer Use and Sewer Rates, Article VII, Wastewater Charges and Rates, Section 710.470, Rates, of the Municipal Code of the City of Willard.

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

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

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

WHEREAS, the City of Willard has found it necessary to raise the surcharge on rural customers from fifteen (15) percent, to twenty (20) percent.

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

Section 1: The City does hereby amend Title VII, Utilities, Chapter 710, Sewer Use and Sewer Rates, Article VII, Wastewater Charges and Rates, Section 710.470, Rates, of the Municipal Code of the City of Willard.

SECTION 710.470: RATES

A. The schedule of wastewater service rates, which shall be applied to the water usage of all residences, buildings, structures and users connected to the POTW, shall be as follows:

1. Effective January 1, 2017, the schedule of wastewater service rates shall be as follows:
 - a. There shall be assessed to each residential user of the POTW a basic customer charge of \$22.63 per month.
 - b. There shall be assessed to each non-city resident user of the POTW a basic customer charge of \$27.16 per month for residential addresses and \$34.73 for commercial.
 - c. In addition to the basic customer charge per month, there shall be an additional monthly volume charge to all users which shall be computed as follows: \$5.05 per 1000 gallons for residential users and \$6.06 per 1000 gallons for rural residential and rural commercial users, or fraction thereof, used per month.

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

will be in accordance with the following connection fee schedule and shall be based on the water meter size serving the property or premises.

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

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

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

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

Section 4: This Ordinance shall be in full force and effect beginning on January 1, 2017.

Passed at meeting: _____

Mayor, Corey Hendrickson

Attest: _____, City Clerk

Approved as to form: _____, City Attorney

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

MEMBERS OF THE BOARD OF ALDERMEN:

1ST READ: 12/05/2016

YES

NO

JAMIE BUCKLEY

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

DAVID ROGGENSEES

2ND READ: _____

YES

NO

JAMIE BUCKLEY

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

DAVID ROGGENSEES

CITY OF WILLARD, MISSOURI

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



AGENDA ITEM # 21

Ordinance amending Section 705.040 Water Rates. (2nd Read) Discussion/Vote.

First Reading: 12/05/2016

Second Reading: 12/12/16

Council Bill No. 16-43

Ordinance No.: 161205B

AN ORDINANCE

AN ORDINANCE amending Title VII, Utilities, Chapter 705, Waterworks System, Article II, Water Service, Section 705.040, Water Rates, of the Municipal Code of the City of Willard.

WHEREAS, the City of Willard owns and operates a municipal water supply, storage and distribution system permitted by the State of Missouri; and

WHEREAS, the City of Willard has conducted a rate study to ascertain whether the current rate structure was adequate to cover the cost of operating and maintaining the water system of the City of Willard; and

WHEREAS, the results of the study determined that the current rates are insufficient to cover all costs associated with providing those services; and

WHEREAS, the City of Willard has found it necessary to raise the surcharge on rural customers from fifteen (15) percent, to twenty (20) percent.

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

Section 1: The City does hereby amend Title VII, Utilities, Chapter 705, Waterworks System, Article II, Water Service, Section 705.040, Water Rates of the Municipal Code of the City of Willard.

SECTION 705.040: WATER RATES

A. Except as provided for bulk at a flat rate, every user of water from the municipal water system of the City of Willard, Missouri, shall use said water only after it has been metered in a water meter to be furnished, installed, regulated, and controlled by said City and the applicant for each meter, on behalf of him or her, shall pay for said water used at the following monthly rate:

1. For the first one thousand (1000) gallons used in each month, the rate shall be twelve dollars (\$12.00) for residential, and fourteen dollars and forty cents (\$14.40) for rural residential and Commercial.
2. For the next one thousand (1000) gallons or portion thereof used in each month, the rate shall be two dollars and twenty five cents (\$2.25) for residential, and two dollars and seventy cents (\$2.70) for rural residential and Commercial.
3. For each additional one thousand (1000) gallons or portion thereof used each month, the rate shall be two dollars and twenty five cents (\$2.25) per one thousand (1000) gallons or portion thereof for residential, and two dollars and seventy cents (\$2.70) for rural residential and Commercial.

These rates shall be hereby reviewed on an annual basis.

B. In the event that less than one thousand (1000) gallons is used in any one (1) month by a user the minimum rate of twelve (\$12.00) for residential and fourteen dollars and forty cents (\$14.40) for rural residential and Commercial shall be charged and paid.

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

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

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

Section 4: This Ordinance shall be in full force and effect from January 1, 2017.

Passed at meeting: _____

Mayor, Corey Hendrickson

Attest: _____, City Clerk

Approved as to form: _____, City Attorney

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

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

1ST READ: 12/05/2016

JAMIE BUCKLEY

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

DAVID ROGGENSEES

2ND READ: _____

YES

NO

JAMIE BUCKLEY

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

DAVID ROGGENSEES

CITY OF WILLARD, MISSOURI

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



AGENDA ITEM # 22

Discussion/Vote to approve Empire Electric Street Light Replacement.

THE EMPIRE DISTRICT ELECTRIC COMPANY***Request for Change in Street Lighting Service***

Missouri and Arkansas

Pursuant to a Resolution adopted by the governing body of the **City of Willard, Mo.** hereinafter called CITY, TOWN, OR VILLAGE, on the 16th day of November, 2016 THE EMPIRE DISTRICT ELECTRIC COMPANY, hereinafter called COMPANY, is hereby requested to make the following changes in street lighting service pursuant to the provisions of the Municipal Electric Service Agreement, hereinafter called AGREEMENT, executed by the CITY and the COMPANY.

STREET LIGHT REQUEST	ADDRESS - LOCATION STREET LIGHTS and EXCESS FACILITIES	SIZE and TYPE STREET LIGHTS	QTY	ANNUAL ENERGY CHARGE		FACILITY USAGE CHARGE	
				Installed	Removed	Installed	Removed
Install	CORNER OF 713 S and 211 E JFK DRIVE	6,000L 70W HPS Open Bottom	1	\$83.42		\$116.05	
Remove	CORNER OF 713 S and 211 E JFK DRIVE	7,000L 175W MV Open Bottom	1		\$89.02		\$53.47
Subtotals - Annual Energy Charge and Facility Usage Charge for this Request				\$83.42	\$89.02	\$116.05	\$53.47
A Annual Energy Charge for this Request (Install minus Remove)				-\$5.60			
B Total Facility Usage Charge for this Street Light Request (Install minus Remove)						\$62.58	

The CITY agrees that the AGREEMENT shall be amended as follows

C	Total Facility Usage Charge for this Request (Total Line B)	\$62.58
D	Annual Facility Usage Charge to Customer for this Request (Total Line C X 9%)	\$5.63
E	Annual Energy Charge for this Request (Total Line A)	-\$5.60
F	Annual Facility Usage and Energy Charge for this Request (Total Line D plus/minus Line E)	\$0.03
G	Monthly Increase/Decrease to be Paid by Customer for this Request (Total Line F divided by 12 months)	\$0.00

This request for change shall be effective from and after its execution and is supplemental to, forms a part of and is to be construed with and subject to the terms, conditions and provisions of the Agreement herein referred to which, in all other particulars except as hereinafter amended, is ratified and confirmed.

Executed at _____ this _____ day of _____

(SEAL)

ATTEST:

By _____

CLERK

MAYOR OR BOARD CHAIRMAN

ACCEPTANCE

THE EMPIRE DISTRICT ELECTRIC COMPANY hereby approves and consents to the aforesaid request for change in street lighting service and all terms and provisions included therein, and agrees that the Municipal Electric Service Agreement shall be amended accordingly. The number of street lights in service in said CITY will, after completion of the above changes and until our approval of further changes, be as follows:

MERCURY VAPOR LIGHTS	HIGH PRESSURE SODIUM LIGHTS	METAL HALIDE LIGHTS
4,000L-Incand	6,000L - 70W	12,000L - 175W
7,000L - 175W	16,000L - 150W	20,500L - 250W
11,000L - 250W	27,500L - 250W	36,000L - 400W
20,000L - 400W	50,000L - 400W	110,000L - 1,000W
53,000L - 1,000W	130,000L - 1,000W	

Empire Representative Completing Contract

Rick Wingender

EDE USE WO# 745871
CURRENT INVESTMENT CHARGE

PROJECT # 1002456
ANNUAL FACILITY USAGE CHARGE

COMPLETED
ACCUMULATIVE INVESTMENT CHARGE

THE EMPIRE DISTRICT ELECTRIC COMPANY

Executed at Joplin, Mo this _____ day of _____ By _____
(VICE PRESIDENT)

CITY OF WILLARD, MISSOURI

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



AGENDA ITEM # 23

Resolution to allow the City to submit an application for a SCEAP grant.

RESOLUTION OF GOVERNING BODY OF APPLICANT
RESOLUTION NO. _____

Resolution authorizing the filing of an application with the Missouri Department of Natural Resources, Small Community Engineering Assistance Program under the Missouri Clean Water Law (Section 644, RSMo).

WHEREAS under the terms of the Missouri Clean Water Law, Section 644, Revised Statutes of Missouri, the State of Missouri has authorized the making of loans and/or grants to authorized applicants to aid in the development of specific public projects.

NOW, THEREFORE, be it resolved by City of Willard Board of Aldermen:

- 1. That Jim Bentley be and he is hereby authorized to execute and file an application on behalf of The City of Willard with the State of Missouri for a loan and/or grant to aid in the development of:**

Engineering Report for the location and repair of Inflow and Infiltration into the Meadows collection system and flow monitoring at the Regional and Lift Station D.

- 2. That Jim Bentley, City Administrator, he is hereby authorized and directed to furnish such information as the Missouri Department of Natural Resources may reasonably request in connection with the application which is herein authorized, to sign all necessary documents on behalf of the applicant, to furnish such assurances to the Missouri Department of Natural Resources as may be required by law or regulation, and to receive payment on behalf of the applicant.**

CERTIFICATE OF RECORDING OFFICER

The undersigned, duly qualified and acting _____ of the
(title of officer)

_____, does hereby certify: That the attached resolution is
a
(legal name of applicant)

true and correct copy of the resolution adopted at a legally convened meeting of the

_____ held on the _____ day of _____,
(name of the governing body of applicant)

_____; and further that such resolution has been fully recorded in the journal of
proceedings and

records in my office. **IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____.**

(signature of recording officer)

(title of recording officer)

**SEAL (If applicant has an
official seal, impress here.)**



AGENDA ITEM # 24

**Ordinance authorizing the Mayor to sign the updated Intergovernmental Agreement with Greene County OEM. (1st and 2nd Read)
Discussion/Vote.**

First Reading: 12-12-16

Second Reading: 12-12-16

Council Bill No.: 16-50

Ordinance No.: 161212G

AN ORDINANCE

An Ordinance amending the agreement between the City of Willard and the County of Greene and the Springfield-Greene County Office of Emergency Management to provide disaster mitigation and pre-disaster preparedness services for the City of Willard, and declaring it an emergency.

Whereas, Chapter 70, Section 70.220, RSMo, authorizes government and political subdivisions to cooperate with one another in various matters; and

WHEREAS, the City of Willard, the County of Greene, and the Springfield-Greene County Office of Emergency Management collectively have a mutual interest in promoting emergency management programs for mitigation and pre-disaster preparedness to reduce the loss of life and destruction of property in the City of Willard; and

WHEREAS, the City of Willard, in order to protect the health and welfare of the residents residing within their respective municipal boundaries, desire to enter into an agreement with the County of Greene and the Springfield-Greene County Office of Emergency Management in which the Springfield-Greene County Office of Emergency Management will provide the City with pre-disaster planning, training, and services on a fee for service basis.

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

Section 1. The Board of Aldermen authorizes the Mayor, on behalf of the City of Willard, to execute the amended agreement between the City of Willard and the County of Greene and the Springfield-Greene County Office of Emergency Management to provide disaster mitigation and pre-disaster preparedness services for the City of Willard as described in Exhibit "A" of said agreement. A copy which is attached hereto and incorporated by reference as Exhibit "A".

Section 2. This ordinance shall be in full force and effect from and after passage.

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI ON THE 12th DAY OF December, 2016.

APPROVED BY:

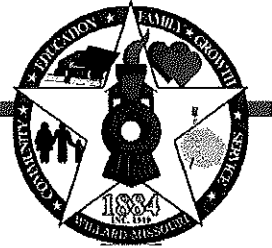
Corey Hendrickson, MAYOR

ATTEST: _____, Jennifer Rowe, CITY CLERK

Approved as to form: _____, Ken Reynolds, City Attorney

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO	ABSTAINED
1 ST READ:			
_____	_____	_____	_____
JAMIE BUCKLEY			
_____	_____	_____	_____
SAMUEL SNIDER			
_____	_____	_____	_____
DONNA STEWART			
_____	_____	_____	_____
LARRY WHITMAN			
_____	_____	_____	_____
SAM BAIRD			
_____	_____	_____	_____
DAVID ROGGENSEES			

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO	ABSTAINED
2 ND READ:			
_____	_____	_____	_____
JAMIE BUCKLEY			
_____	_____	_____	_____
SAMUEL SNIDER			
_____	_____	_____	_____
DONNA STEWART			
_____	_____	_____	_____
LARRY WHITMAN			
_____	_____	_____	_____
SAM BAIRD			
_____	_____	_____	_____
DAVID ROGGENSEES			



INTERGOVERNMENTAL AGREEMENT
PRE-DISASTER EMERGENCY MANAGEMENT SERVICES

THIS INTERGOVERNMENTAL AGREEMENT ("IGA"), made and entered into this _____ day of _____, 2016, by and between the COUNTY OF GREENE, a political subdivision of the State of Missouri, acting by and through its County Commission (hereinafter referred to as "County"), the SPRINGFIELD-GREENE COUNTY OFFICE OF EMERGENCY MANAGEMENT (hereinafter "OEM") and the CITY OF WILLARD a municipal corporation of the State of Missouri (hereinafter collectively referred to as the "City"), for the purpose of promoting emergency management programs of mitigation and pre-disaster preparedness to reduce the loss of life and property in the Cities from all types of hazards.

WITNESSETH:

WHEREAS, The Missouri Revised Statutes, Section 44.080, gives authority for local emergency management agencies to be organized to perform emergency management and functions to protect the health and safety of persons and property during an emergency or disaster resulting from man-made or natural causes; and

WHEREAS, County and City have adopted the National Incident Management System pursuant to the provisions of the President's Homeland Security Directive-5 (Management of Domestic Incidents); and

WHEREAS, the Greene County Commission has created within Greene County, Missouri, an emergency management agency known as the Springfield-Greene County Office of Emergency Management ("OEM"); and

WHEREAS, the OEM performs emergency management functions to provide leadership and support to reduce the loss of life and property from all types of hazards through a comprehensive, risk-based, all-hazards emergency management program of mitigation, preparedness, response and recovery; and

WHEREAS, the Cities, in order to protect the health and welfare of the residents residing within their respective municipal boundaries, desire to enter into an agreement with the County and OEM in which the OEM will provide the Cities with pre-disaster planning, training, and services on a fee for service basis; and

WHEREAS, Section 70.220, RSMo., provides that any municipality or political subdivision of the State of Missouri may contract and cooperate with any other political subdivision of this

state for the planning, development, construction, acquisition or operation of any common service and this IGA represents an excellent opportunity for the Cities, the County and the OEM to work cooperatively for the common good of improving the quality of life of their citizens and improving the response to emergencies to maximize the care provided to specific individuals involved in a natural, man-made, or technological disaster.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein set forth, the County, OEM and Cities agree as follows:

I. SERVICES.

County shall cause the Director of the OEM, and its employees subject to his direction and control, to perform in coordination with and at the request of the Cities, during the term of this Agreement those function identified in **Exhibit "A"** (Scope of Services Statement), attached hereto and incorporated herein.

II. TERM.

This Agreement shall commence on the date of execution by authorized officials for each of the Cities and will continue in effect until April 30, 2017, but may be renewed if all terms are agreed to in writing by the Cities and the County. However, any party to this Agreement may terminate their participation in this IGA by written notification provided to the other parties at least 60 days prior to the effective date of termination. Additionally, the County has a right to immediately terminate this IGA as to a particular city, if said city, upon thirty (30) days written notice from the County of a default or breach of the terms of the Agreement as determined by the County, fails to cure or remedy the breach.

III. COMPENSATION.

During the term of this Agreement, the Cities each agree to pay County an annual fee as set forth in the Schedule attached hereto as **Exhibit "B"** for the services identified in **Exhibit "A"**.

IV. INDEMNIFICATION.

To the extent permitted by law, each city which is a party to this Agreement shall protect, indemnify and hold harmless the County, OEM, and their respective officers, elected officials, employees and agents from and against any and all liability, loss, expenses, including attorney fees, or claims for injury or damages arising out of the



performance of this Agreement and resulting from the negligent or intentional acts or omissions of the signatory cities, their respective officers, elected officials, employees and agents.

V. GENERAL INDEPENDENT CONTRACTOR CLAUSE.

County, OEM and the respective cities who are parties to this agreement are each separate and independent organizations and, as such, County, OEM, and the cities each retain their own identity in providing services and each is responsible for its own policies and activities. County, OEM, and each signatory city shall be responsible for their respective employees, agents, and volunteers as to any duties or activities contemplated in this Agreement. This Agreement does not create an employee/employer relationship among the parties. It is the Parties intention that the OEM will be an independent contractor and not the cities' employee for all purposes. This Agreement shall not be construed as creating any joint employment relationship between the County, OEM or any city.

VI. ENTIRE AGREEMENT.

This IGA represents the entire agreement of the parties and any changes, amendments or modifications hereto shall be contained in a writing signed by all parties.

VII. COUNTERPARTS.

This IGA may be executed simultaneously with two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

VIII. NOTICES.

All notices, demands, consents, and approvals required under this Agreement may be personally delivered or sent by certified mail, postage prepaid, return receipt requested, addressed to the individuals identified in the heading of this IGA, or to their successors, at the addresses listed below:

Greene County Commission
ATTENTION: Bob Cirtin
923 N. Robberson
Springfield, MO 65802
Telephone: (417) 868-4112



Email: bcirtin@greencountymo.gov

Springfield-Greene County Office of Emergency Management

ATTENTION: Larry Woods, CEM, EMT

330 W Scott St.

Springfield, MO 65802

Telephone: (417) 869-6040

Email: lwoods@greencountymo.gov

City of Willard

ATTN: Jennifer Rowe, City Clerk

224 W. Jackson St.

Willard, MO 65781

Telephone: (417) 742-3033 (Ext. 302)

Facsimile: (417) 742-3080

Email: clerk@cityofwillard.org

IN WITNESS WHEREOF, Greene County, Missouri, acting by and through its County Commission, the Springfield-Greene County Office of Emergency Management, acting through its interim director, Larry Woods, and the city of Willard, Missouri, have caused this IGA to be duly executed by their proper officers, duly authorized by their respective commission or board of aldermen, as of the day and year first written above, and hereby further agree that this IGA shall be binding upon the parties hereto, their respective representatives, successors and assigns.

GREENE COUNTY, MISSOURI

CITY OF WILLARD, MISSOURI, a municipal

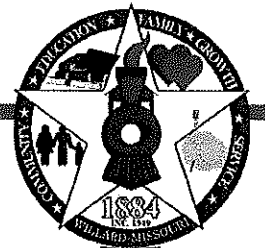
Municipal Corporation of the State of Missouri

BY: _____
Bob Cirtin, Presiding Commissioner

By: _____
Corey Hendrickson, Mayor

By: _____
Harold Bengsch, Commissioner

By: _____
Jennifer Rowe, City Clerk



By: _____
Roseann Bentley, Commissioner

Attested by:

By: _____
Shane Schoeller, Greene County Clerk

**SPRINGFIELD-GREENE COUNTY OFFICE OF
EMERGENCY MANAGEMENT (OEM)**

By: _____
Larry Woods, Interim Director, CEM

Approved as to form:

By: _____
Greene County Counselor

AUDITOR CERTIFICATION

I certify that the expenditure contemplated by this document is within the purpose of the appropriation to which it is to be charged and that there is an unencumbered balance of anticipated revenue appropriated for payment of same.

Cindy Stein

Greene County Auditor

Date

CITY OF WILLARD, MISSOURI

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

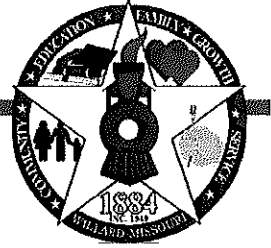


EXHIBIT A

Intergovernmental Agreement Scope of Services

Background

The following represents the Scope of Services available to cities in Greene County, Missouri, participating in the collaborative emergency management shared services agreement. This attachment to the INTERGOVERNMENTAL AGREEMENT PRE-DISASTER EMERGENCY MANAGEMENT SERVICES (IGA) serves to highlight the scope of services available to the participating cities under the terms of the Agreement. It is anticipated that this list may be further refined following future collaborative discussions between representatives of the OEM and the respective cities on program governance and specific city needs, if agreed to by all parties in writing, and subject to County approval.

(a) OEM will provide participating cities with direct support for the development and maintenance of specific pre-disaster emergency management plans and training. Plans, guidelines and operating procedures will be designed to meet or exceed local, state, and federal planning requirements. Capabilities and services offered to participating cities by the OEM will include:

- Coordinate and write all mitigation planning activities to support local role in County Mitigation plan
- Coordinate and write jurisdictional Emergency Operations Plan (EOP)
- Coordinate annual approval of EOP with State Emergency Management Agency
- Coordinate and offer all training necessary to fulfill National Incident Management System (NIMS) compliance requirements
- Provide additional emergency management training courses to include, but not limited to, core competencies likely to be utilized during activation of a local Emergency Operations Center
- Coordinate and offer exercises, following Homeland Security Exercise Evaluation Program (HSEEP) guidelines, to test local plans and personnel
- Coordinate and write after action reports for exercises, outlining a corrective action plan to improve on lessons learned.
- Provide public education seminars and presentations to community groups as requested.
- Coordinate and support Community Emergency Response Team (CERT) trainings
- Recommend improvements to local emergency management program, consistent with other best practices in the area
- Represent area municipality at relevant county or regional emergency management meetings

(b) Each participating municipality will commit to providing the following:

- Designate local Point of Contact for collecting information and coordinating mitigation/preparedness activities

CITY OF WILLARD, MISSOURI

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- Support mitigation and emergency operations planning efforts
- Participate in trainings and exercises
- Participating municipalities will assume and maintain all responsibility for conducting all-hazard emergency response and recover operations.

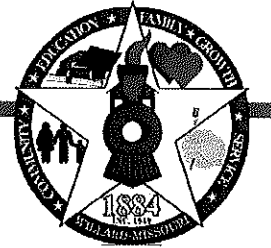


EXHIBIT B

**Intergovernmental Agreement
Funding Formula**

Each participating municipality receiving pre-disaster emergency management services under the INTERGOVERNMENTAL AGREEMENT PRE-DISASTER EMERGENCY MANAGEMENT SERVICES (IGA) shall compensate the County for the services provided by OEM in **Exhibit A** of the IGA on a funding formula based upon a fee of \$3.00 per capita of individuals residing in a city based on the 2010 census. The following annual fee shall be paid by the respective participating cities each year during the term of the IGA as follows:

<u>City</u>	<u>JURIS POP</u>	<u>Per Capita Fee</u>	<u>Total Annual Fee</u>
Strafford	2,358	\$3.00	\$7,074.00
Ash Grove	1,472	\$3.00	\$4,416.00
Willard	5,288	\$3.00	\$15,864.00
Battlefield	5,590	\$3.00	\$16,770.00

Payments shall be made to the County in equal quarterly payments based on each cities total annual fee on January 1, April 1, July 1, and October 1 of each year until the expiration or termination of this agreement.

CITY OF WILLARD, MISSOURI

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EXHIBIT C

Federal Contract Provisions Attachment III

1. Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

2. All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-federal entity including the manner by which it will be effected and the basis for settlement.

624

3. Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3

must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-

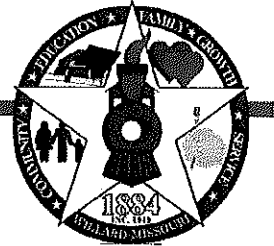
1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60,

"Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

4. Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the 625 statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations

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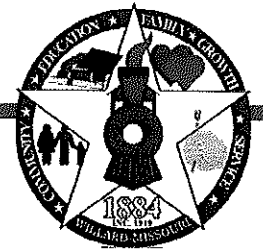


(29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non626 Federal entity must report all suspected or reported violations to the Federal awarding agency.

5. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles 627 ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

6. Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

7. Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations 628 issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).



8. Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201).

(I) Debarment and Suspension (Executive Orders 12549 and 12689) - A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide Excluded Parties List System in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1986 Comp., p. 189) and 12689 (3 CFR

Part 1989 Comp., p. 235), "Debarment and Suspension." The Excluded Parties List System in SAM contains the names of parties debarred, suspended, or otherwise excluded by agencies, 629 as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

9. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award of \$100,000 or more must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

10. See § 200.322 Procurement of recovered materials.