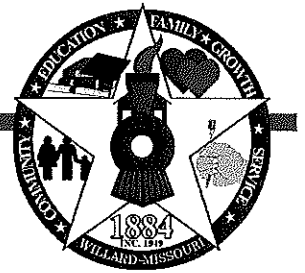


CITY OF WILLARD, MISSOURI

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

August 25, 2014

7:00 p.m.

Willard City Hall

224 W. Jackson Street

Mayor

Wendell Forshee

Board Members

Michael Barr

David Larimore

Don Lee

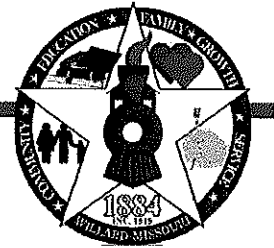
Bradley Mowell

Meredith Reaves

David Roggensees

CITY OF WILLARD, MISSOURI

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



BOARD OF ALDERMEN SPECIAL MEETING

August 25, 2014

7:00 P.M.

Notice posted on August 20, 2014

Notice is hereby given that the City of Willard, Board of Aldermen will conduct a special meeting at 7:00 p.m., August 25, 2014 at Willard City Hall, 224 W. Jackson, Willard, Missouri.

The tentative agenda of this meeting includes:

A PUBLIC HEARING TO CONSIDER THE PROPERTY TAX LEVY OF ANNUAL TAX FOR THE YEAR OF 2014 FOR THE GENERAL FUND AND PARKS FUND.

PLEDGE OF ALLEGIANCE

Call the meeting to order

1. Roll Call.
2. Agenda Amendments/Approval of Agenda.
3. PUBLIC HEARING TO CONSIDER THE PROPERTY TAX LEVY OF ANNUAL TAX FOR THE YEAR OF 2014 FOR THE GENERAL FUND AND PARKS FUND.
4. 2014 Real Estate Tax Levy Ordinance (1st and 2nd Reading).
Discussion/Vote.
5. Approval of the Resolution accepting the Missouri Department of Natural Resources, SRF funding for the Wastewater Facility Master Plan.
6. Approval of the 2014 Emergency Operations Promulgation.
7. Ordinance amending the 2014 Compensation Schedule. (1st and 2nd Reading).
Discussion/Vote.
8. Discussion/Vote for the approval of the Olsson Associates contract for Consulting Services for a Wastewater Facilities Master Plan for the City of Willard.
9. Discussion/Vote for the approval to proceed with a DNR Source Water Protection grant.

10. Ordinance to accept the 2014 Budget Amendment. (1st and 2nd Reading).
Discussion/Vote.
11. Ordinance accepting the renewal contract with Ozarks Greenway for the property located at Jackson St. for use by the Public Works Department. (1st and 2nd Reading).
Discussion/Vote.
12. Discussion of the proposed amendments to the Park and Recreation fees.
13. Discussion/Vote on the approval to proceed with the grant from the Bureau of Justice Assistance for the Police Department's bulletproof vests.
14. Discussion on possible options for the red flag rule regarding credit inquiries for new utility customers.
15. 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:

Dale Duvall
City Clerk
City of Willard
417-742-5302



AGENDA ITEM #3 and #4

3. PUBLIC HEARING TO CONSIDER THE PROPERTY TAX LEVY OF ANNUAL TAX FOR THE YEAR OF 2014 FOR THE GENERAL FUND AND PARKS FUND

4. 2014 Real Estate Tax Levy Ordinance (1st and 2nd Reading).

AN ORDINANCE

AN ORDINANCE providing for the general levy and imposition of annual tax for general municipal purposes for the year of 2014 and for imposition of annual tax for parks.

First Reading: 08-25-2014

Second Reading: 08-25-2014

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE

AN ORDINANCE providing for the general levy and imposition of annual tax for general municipal purposes for the year of 2014 and for imposition of annual tax for parks.

WHEREAS, in accordance with Section 67.110 RsMO, 2011, the Board of Aldermen of the City of Willard shall fix its ad valorem property tax rates no later than the first of September; and

WHEREAS, the Board of Aldermen has available to it from the County Clerk an abstract from his assessment books of all property within the City subject to taxation; and

WHEREAS, a public meeting was advertised in the *Willard Cross Country Times*, a newspaper in general circulation in Greene County, Missouri, giving the public at least fifteen (15) days notice as to the date and time for the public meeting. Said public meeting, to receive residents comments about said tax rate were held on the 25TH of August 2014; and

WHEREAS, after due consideration of the public comment and assessments:

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

Section 1. There is hereby levied and imposed a general tax for municipal purposes at the rate of 0.4101 on each One Hundred Dollars (\$100) assessed valuation on all real property, property of railroad companies, and telephone and telegraph companies and utilities within the City Limits of the City of Willard, Missouri, as the same are now fixed by law, all for the purpose of general revenue, except what property may be exempt by State Law.

Section 2. There is hereby levied and imposed a general tax for public parks at the rate of 0.1255 on each One Hundred Dollars (\$100) assessed valuation on all real property, property of railroad companies and telephone and telegraph companies and utilities within the City Limits of the City of Willard, Missouri, as the same is now fixed by law, or as may be exempt by State Law.

Section 3. No such tax is hereby levied or imposed on the personal property of residents of the City of Willard.

Section 4. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed insofar as any portion thereof shall conflict with this ordinance.

Section 5: 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.

BILL NO. _____

ORDINANCE NO. _____

Section 6: 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 7: This ordinance, being an emergency ordinance for the health, safety, and welfare of the citizens of Willard, shall take effect immediately upon its passage.

Passed at meeting: August 25th 2014

_____, Mayor, Wendell Forshee

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 25TH day of August 2014.

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO	ABSTAINED
_____ DAVID ROGGENSEES	_____	_____	_____
_____ DAVID LARIMORE	_____	_____	_____
_____ DON LEE	_____	_____	_____
_____ MEREDITH REAVES	_____	_____	_____
_____ MICHAEL BARR	_____	_____	_____
_____ BRADLEY MOWELL	_____	_____	_____



PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED

8/5/2014

Tax Rate Summary

(2014)

For Political Subdivisions OTHER THAN SCHOOLS Levying a Single Rate on ALL PROPERTY

City of Willard

09-039-0009

General Revenue

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

The final version of this form MUST be sent to the County Clerk to forward to the State Auditor's Office.

The information to complete the Tax Rate Summary Page is available from prior year forms, computed on the attached forms, or computed on this page.

Information on this page takes into consideration any voluntary reduction(s) taken in previous even numbered year(s). If in an even numbered year, the political subdivision wishes to no longer use the lowered tax rate ceiling to calculate its tax rate, it can hold a public hearing and pass a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate. The information on the Informational Tax Rate Data page at the end of these forms provides the rate that would be allowed had there been no previous voluntary reduction(s) taken in an even numbered year(s).

For Political Subdivision Use in Calculating its Tax Rate

- A. **Prior Year Tax Rate Ceiling** as defined in Chapter 137 RSMo. Revised if the Prior Year Data Changed or a Voluntary Reduction was taken in a Non-Reassessment Year.
(Prior Year Tax Rate Summary Page, Line F from Column 2) 0.4092
- B. **Current Year Rate Computed** Pursuant to Article X, Section 22 of the Missouri Constitution and Section 137.073, RSMo. **If no Voter Approved Increase** (Form A, Line 18) 0.4101
- C. **Amount of Rate Increase Authorized by Voters for Current Year** (If Same Purpose)
Greater of the Voter Approved Increase or Voter Approved Increase Adjusted to provide the revenue available if applied to prior assessment & increased by the CPI %. (Form B, Line 15)
- D. **Rate to Compare to Maximum Authorized Levy to Determine Tax Rate Ceiling**
[Line B (if no election), Otherwise Line C (if there was an election)] 0.4101
- E. **Maximum Authorized Levy** Enter the Most Recent Voter Approved Rate 0.8000
- F. **Current Year Tax Rate Ceiling** (Lower of Line D or E)
Maximum Legal Rate to Comply with Missouri Laws 0.4101
- G1. **Less Required Sales Tax Reduction** taken from Tax Rate Ceiling (Line F), If Applicable
- G2. **Less 20% Required Reduction 1st Class Charter County Political Subdivision NOT Submitting an Estimate Non-Binding Tax Rate to the County(ies)** taken from Tax Rate Ceiling (Line F).
- H. **Less Voluntary Reduction By Political Subdivision** taken from the Tax Rate Ceiling (Line F).
WARNING: A VOLUNTARY REDUCTION TAKEN IN AN EVEN NUMBERED YEAR WILL LOWER THE TAX RATE CEILING FOR THE FOLLOWING YEAR
- I. **Plus Allowable Recoupment Rate** added to Tax Rate Ceiling (Line F). If Applicable (Attach Form G or H)
- J. **Tax Rate To Be Levied** (Line F - Line G1 - Line G2 - Line H + Line I) 0.4101
- AA. **Rate To Be Levied For Debt Service** If Applicable (Form C, Line 10)
- BB. **Additional Special Purpose Rate Authorized By Voters** After the Prior Year Tax Rates were Set. Greater of the Voter Approved Increase or Voter Approved Increase Adjusted to provide the revenue available if applied to prior year assessment & increased by CPI %. (Form B, Line 15 if Different Purpose)

CERTIFICATION

I, the undersigned, Carolyn Halverson (Finance Office) of City of Willard (Political Subdivision) levying a rate in Greene County (ies) do hereby certify that the data set forth above and on the accompanying forms is true and accurate to the best knowledge and belief.

Please complete Line G through BB, sign this form, and return to the County Clerk(s) for final certification.

8-11-14 (Date) Carolyn Halverson (Signature) Carolyn Halverson (Print Name) 417-742-5301 (Telephone)

Proposed rate to be entered on tax books by County Clerk

Based on Certification from the Political Subdivision: Lines

J

AA

BB

Section 137.073.7 RSMo, states that no tax rate shall be extended on the tax rolls by the county clerk unless the political subdivision has complied with the foregoing provisions of this section.

 (Date) (County Clerk's Signature) (County) (Telephone)

**PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED**

8/5/2014

Tax Rate Form A

(2014)

For Political Subdivisions OTHER THAN SCHOOLS Levying a Single Rate on ALL PROPERTY

City of Willard

09-039-0009

General Revenue

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

The final version of this form MUST be sent to the County Clerk to forward to the State Auditor's Office.

Computation of reassessment growth and rate for compliance with Article X, Section 22 and Section 137.073, RSMo.

1. (2014) Current Year Assessed ValuationInclude the current state and locally assessed valuation obtained from the County Clerk, County Assessor, or comparable office finalized by the local board of equalization.

(a)	43,907,760	+	(b)	0	=	43,907,760
	(Real Estate)			(Personal Property)		(Total)

2. Assessed Valuation of New Construction and Improvements

2(a) - Obtained from the County Clerk or County Assessor

2(b) - Increase in Personal Property. Use the formula listed under Line 2(b).

(a)	99,340	+	(b)	0	=	99,340
	(Real Estate)			Line 1(b) - 3(b) - 5(b) + 6(b) + 7(b) If Line 2b is Negative, Enter Zero		(Total)

3. Assessed Value of Newly Added Territory

Obtained from the County Clerk or County Assessor.

(a)	0	+	(b)	0	=	0
	(Real Estate)			(Personal Property)		(Total)

4. Adjusted Current Year Assessed Valuation

[Line 1 (Total) - Line 2 (Total) - Line 3 (Total)]

43,808,420

5. (2013) Prior Year Assessed ValuationInclude prior year locally assessed valuation obtained from the County Clerk, County Assessor, or comparable office finalized by the local board of equalization.Note: If this is different than the amount on the Prior Year Form A, Line 1, then revise the Prior Year tax rate form to re-calculate the Prior Year Tax Rate Ceiling. Enter the revised Prior Year Tax Rate Ceiling on this year's Tax Rate Summary Page, Line A.

(a)	43,904,001	+	(b)	0	=	43,904,001
	(Real Estate)			(Personal Property)		(Total)

6. Assessed Value of Newly Separated Territory

Obtained from the County Clerk or County Assessor.

(a)	0	+	(b)	0	=	0
	(Real Estate)			(Personal Property)		(Total)

7. Assessed Value of Property Locally Assessed in Prior Year, but State Assessed in Current Year

Obtained from the County Clerk or County Assessor.

(a)	0	+	(b)	0	=	0
	(Real Estate)			(Personal Property)		(Total)

8. Adjusted Prior Year Assessed Valuation

[Line 5 (Total) - Line 6 (Total) - Line 7 (Total)]

43,904,001

**PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED**

8/5/2014

Tax Rate Form A

(2014)

For Political Subdivisions OTHER THAN SCHOOLS Levying a Single Rate on ALL PROPERTY

City of Willard

09-039-0009

General Revenue

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

The final version of this form MUST be sent to the County Clerk to forward to the State Auditor's Office.

Computation of reassessment growth and rate for compliance with Article X, Section 22 and Section 137.073, RSMo.

Information on this page takes into consideration any voluntary reduction(s) taken in previous even numbered year(s). If in an even numbered year, the political subdivision wishes to no longer use the lowered tax rate ceiling to calculate its tax rate, it can hold a public hearing and pass a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate. The information on the Informational Tax Rate Data page at the end of these forms provides the rate that would be allowed had there been no previous voluntary reduction(s) taken in an even numbered year(s).

For Political
Subdivision Use in
Calculating its Tax
Rate

9. **Percentage Increase in Adjusted Valuation** of existing property in the current year over the prior year's assessed valuation.

 $[(\text{Line 4} - \text{Line 8}) / \text{Line 8}] \times 100$

-0.2177%

10. **Increase in Consumer Price Index**
as Certified by the State Tax Commission.

1.5000%

11. **Adjusted Prior Year Assessed Valuation**
(Line 8)

43,904,001

12. **(2013) Tax Rate Ceiling From Prior Year**

(Tax Rate Summary Page, Line A)

0.4092

13. **Maximum Prior Year Adjusted Revenue**
from property that existed in both years $[(\text{Line 11} \times \text{Line 12})/100]$

179,655

14. **Permitted Reassessment Revenue Growth**

The percentage entered on Line 14 should be the lower of the actual growth (Line 9), the CPI (Line 10) or 5%.

A negative figure on Line 9 is treated as a zero for Line 14 purposes.

Do not enter less than 0, nor more than 5%.

0.0000%

15. **Additional Reassessment Revenue Permitted**
(Line 13 x Line 14)

0

16. **Total Revenue Permitted in Current Year ***
from property that existed in both years (Line 13 + Line 15)

179,655

17. **Adjusted Current Year Assessed Valuation**
(Line 4)

43,808,420

18. **Maximum Tax Rate Permitted by Article X, Section 22 and
Section 137.073 RSMo.** $[(\text{Line 16} / \text{Line 17}) \times 100]$

Round a fraction to the nearest one/one hundredth of a cent.

Enter this rate on the Tax Rate Summary Page, Line B.

0.4101

* To compute the total property tax revenues BILLED for the current year (including revenues from all new construction and improvements and annexed property), multiply Line 1 by the rate on Line 18 and divide by 100. The property tax revenues BILLED would be used in estimating budgeted revenues.



PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED

8/5/2014

Informational Tax Rate Data

(2014)

For Political Subdivisions OTHER THAN SCHOOLS Levying a Single Rate on ALL PROPERTY

City of Willard

09-039-0009

General Revenue

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

This page shows the information that would have been on the line items for the Summary Page, Form A, and/or Form B had no voluntary reduction(s) been taken in prior even numbered year(s). The information on this page should not be used in the current year unless the taxing authority wishes to reverse any voluntary reduction(s) taken in prior even numbered year(s) and follows the following steps in an even numbered year.

Step 1 The governing body should hold a public hearing and adopt a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate.

Step 2 Submit a copy of the resolution, policy statement, or ordinance to the State Auditor's Office for review.

Based on Prior
Year Tax Rate
Ceiling as if No
Voluntary
Reductions
were Taken

Informational Tax Rate Summary Page Information

A. Prior Year Tax Rate Ceiling (Prior Year Tax Rate Summary Page, Line F from Column 1)	0.4092
B. Current Year Rate Computed (Informational Form A, Line 18 below)	0.4101
C. Amount of Increase Authorized by Voters for Current Year (Informational Form B, Line 15 below)	
D. Rate to Compare to Maximum Authorized Levy [Line B (if no election), Otherwise Line C (if there was an election)]	0.4101
E. Maximum Authorized Levy (Most Recent Voter Approved Rate)	0.8000
F. Tax Rate Ceiling if No Voluntary Reductions were Taken in a Prior Even Numbered Year (Lower of Line D or E)	0.4101

Informational Form A, Page 2 Information

9. Percentage Increase in Adjusted Valuation [(Form A, Line 4 - Line 8) / Line 8 x 100]	-0.2177%
10. Increase in Consumer Price Index as Certified by the State Tax Commission.	1.5000%
11. Adjusted Prior Year Assessed Valuation (Form A, Line 8)	43,904,001
12. (2013) Tax Rate Ceiling From Prior Year (Informational Summary Page, Line A from above)	0.4092
13. Maximum Prior Year Adjusted Revenue from property that existed in both years. [(Line 11 x Line 12) / 100]	179,655
14. Permitted Reassessment Revenue Growth The percentage entered on Line 14 should be the lower of the actual growth (Line 9), the CPI (Line 10), or 5%. A negative figure on Line 9 is treated as a zero for Line 14 purposes. Do not enter less than 0, nor more than 5%.	0.0000%
15. Additional Reassessment Revenue Permitted (Line 13 x Line 14)	0
16. Total Revenue Permitted in Current Year from property that existed in both years. (Line 13 + Line 15)	179,655
17. Adjusted Current Year Assessed Valuation (Form A, Line 4)	43,808,420
18. Maximum Tax Rate Permitted by Article X, Section 22 and Section 137.073 RSMo. If No Voluntary Reduction was Taken [(Line 16 / Line 17) x 100]	0.4101

Informational Form B, Page 2 Information

6. Prior Year Tax Rate Ceiling to Apply Voter Approved Increase to. (Informational Tax Rate Summary Page, Line A if Increase to an Existing Rate, Otherwise 0)	
7. Voter Approved Increased Tax Rate to Adjust (If an "Increase of" ballot, Line 5a + Line 6. If an "Increase to" ballot, Line 5b)	
8. Adjusted Prior Year Assessed Valuation (Form A, Line 8)	
9. Maximum Prior Year Adjusted Revenue from property that existed in both years. (Line 7 x Line 8 / 100)	
10. Consumer Price Index (CPI) as Certified by the State Tax Commission.	
11. Permitted Revenue Growth for CPI (Line 9 x Line 10)	
12. Total Revenue Allowed from the Additional Voter Approved Increase from property that existed in both years. (Line 9 + Line 11)	
13. Adjusted Current Year Assessed Valuation (Form A, Line 4)	
14. Adjusted Voter Approved Increased Tax Rate (Line 12 / Line 13 x 100)	
15. Amount of Rate Increase Authorized by Voters for the Current Year (If Line 7 > Line 14, then Line 7, Otherwise, Line 14)	



PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED

8/5/2014

Tax Rate Summary

(2014)

For Political Subdivisions OTHER THAN SCHOOLS Levying a Single Rate on ALL PROPERTY

City of Willard

09-039-0009

Parks & Recreation

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

The final version of this form MUST be sent to the County Clerk to forward to the State Auditor's Office.

The information to complete the Tax Rate Summary Page is available from prior year forms, computed on the attached forms, or computed on this page.

Information on this page takes into consideration any voluntary reduction(s) taken in previous even numbered year(s). If in an even numbered year, the political subdivision wishes to no longer use the lowered tax rate ceiling to calculate its tax rate, it can hold a public hearing and pass a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate. The information on the Informational Tax Rate Data page at the end of these forms provides the rate that would be allowed had there been no previous voluntary reduction(s) taken in an even numbered year(s).

For Political Subdivision Use in Calculating its Tax Rate

- A. **Prior Year Tax Rate Ceiling** as defined in Chapter 137 RSMo. Revised if the Prior Year Data Changed or a Voluntary Reduction was taken in a Non-Reassessment Year.
(Prior Year Tax Rate Summary Page, Line F from Column 2) 0.1252
- B. **Current Year Rate Computed** Pursuant to Article X, Section 22 of the Missouri Constitution and Section 137.073, RSMo. If no Voter Approved Increase (Form A, Line 18) 0.1255
- C. **Amount of Rate Increase Authorized by Voters for Current Year** (If Same Purpose)
Greater of the Voter Approved Increase or Voter Approved Increase Adjusted to provide the revenue available if applied to prior assessment & increased by the CPI %. (Form B, Line 15) _____
- D. **Rate to Compare to Maximum Authorized Levy to Determine Tax Rate Ceiling**
[Line B (if no election), Otherwise Line C (if there was an election)] 0.1255
- E. **Maximum Authorized Levy** Enter the Most Recent Voter Approved Rate 0.2000
- F. **Current Year Tax Rate Ceiling** (Lower of Line D or E)
Maximum Legal Rate to Comply with Missouri Laws 0.1255
- G1. **Less Required Sales Tax Reduction** taken from Tax Rate Ceiling (Line F), If Applicable _____
- G2. **Less 20% Required Reduction 1st Class Charter County Political Subdivision NOT Submitting an Estimate Non-Binding Tax Rate to the County(ies)** taken from Tax Rate Ceiling (Line F). _____
- H. **Less Voluntary Reduction By Political Subdivision** taken from the Tax Rate Ceiling (Line F).
WARNING: A VOLUNTARY REDUCTION TAKEN IN AN EVEN NUMBERED YEAR WILL LOWER THE TAX RATE CEILING FOR THE FOLLOWING YEAR _____
- I. **Plus Allowable Recoupment Rate** added to Tax Rate Ceiling (Line F). If Applicable (Attach Form G or H) _____
- J. **Tax Rate To Be Levied** (Line F - Line G1 - Line G2 - Line H + Line I) 0.1255
- AA. **Rate To Be Levied For Debt Service** If Applicable (Form C, Line 10) _____
- BB. **Additional Special Purpose Rate Authorized By Voters** After the Prior Year Tax Rates were Set. Greater of the Voter Approved Increase or Voter Approved Increase Adjusted to provide the revenue available if applied to prior year assessment & increased by CPI %. (Form B, Line 15 if Different Purpose) _____

CERTIFICATION

I, the undersigned, Carolyn Halverson, Fiscal Officer (Office) of City of Willard (Political Subdivision) levying a rate in Greene County (ies) do hereby certify that the data set forth above and on the accompanying forms is true and accurate to the best knowledge and belief.

Please complete Line G through BB, sign this form, and return to the County Clerk(s) for final certification.

8-11-14 (Date) Carolyn Halverson (Signature) Carolyn Halverson (Print Name) 417-842-5301 (Telephone)

Proposed rate to be entered on tax books by County Clerk

Based on Certification from the Political Subdivision: Lines

J

AA

BB

Section 137.073.7 RSMo, states that no tax rate shall be extended on the tax rolls by the county clerk unless the political subdivision has complied with the foregoing provisions of this section.

(Date) (County Clerk's Signature) (County) (Telephone)

**PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED**

8/5/2014

Tax Rate Form A

(2014)

For Political Subdivisions OTHER THAN SCHOOLS Levying a Single Rate on ALL PROPERTY

City of Willard

09-039-0009

Parks & Recreation

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

The final version of this form MUST be sent to the County Clerk to forward to the State Auditor's Office.

Computation of reassessment growth and rate for compliance with Article X, Section 22 and Section 137.073, RSMo.

1. (2014) Current Year Assessed ValuationInclude the current state and locally assessed valuation obtained from the County Clerk, County Assessor, or comparable office finalized by the local board of equalization.

(a)	43,907,760	+	(b)	0	=	43,907,760
	(Real Estate)			(Personal Property)		(Total)

2. Assessed Valuation of New Construction and Improvements

2(a) - Obtained from the County Clerk or County Assessor

2(b) - Increase in Personal Property. Use the formula listed under Line 2(b).

(a)	99,340	+	(b)	0	=	99,340
	(Real Estate)			Line 1(b) - 3(b) - 5(b) + 6(b) + 7(b)		(Total)
				If Line 2b is Negative, Enter Zero		

3. Assessed Value of Newly Added Territory

Obtained from the County Clerk or County Assessor.

(a)	0	+	(b)	0	=	0
	(Real Estate)			(Personal Property)		(Total)

4. Adjusted Current Year Assessed Valuation

[Line 1 (Total) - Line 2 (Total) - Line 3 (Total)]

43,808,420

5. (2013) Prior Year Assessed ValuationInclude prior year locally assessed valuation obtained from the County Clerk, County Assessor, or comparable office finalized by the local board of equalization.**Note: If this is different than the amount on the Prior Year Form A, Line 1, then revise the Prior Year tax rate form to re-calculate the Prior Year Tax Rate Ceiling. Enter the revised Prior Year Tax Rate Ceiling on this year's Tax Rate Summary Page, Line A.**

(a)	43,904,001	+	(b)	0	=	43,904,001
	(Real Estate)			(Personal Property)		(Total)

6. Assessed Value of Newly Separated Territory

Obtained from the County Clerk or County Assessor.

(a)	0	+	(b)	0	=	0
	(Real Estate)			(Personal Property)		(Total)

7. Assessed Value of Property Locally Assessed in Prior Year, but State Assessed in Current Year

Obtained from the County Clerk or County Assessor.

(a)	0	+	(b)	0	=	0
	(Real Estate)			(Personal Property)		(Total)

8. Adjusted Prior Year Assessed Valuation

[Line 5 (Total) - Line 6 (Total) - Line 7 (Total)]

43,904,001

**PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED**

8/5/2014

Tax Rate Form A

(2014)

For Political Subdivisions OTHER THAN SCHOOLS Levying a Single Rate on ALL PROPERTY

City of Willard

09-039-0009

Parks & Recreation

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

The final version of this form MUST be sent to the County Clerk to forward to the State Auditor's Office.

Computation of reassessment growth and rate for compliance with Article X, Section 22 and Section 137.073, RSMo.

Information on this page takes into consideration any voluntary reduction(s) taken in previous even numbered year(s). If in an even numbered year, the political subdivision wishes to no longer use the lowered tax rate ceiling to calculate its tax rate, it can hold a public hearing and pass a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate. The information on the Informational Tax Rate Data page at the end of these forms provides the rate that would be allowed had there been no previous voluntary reduction(s) taken in an even numbered year(s).

For Political
Subdivision Use in
Calculating its Tax
Rate

9. **Percentage Increase in Adjusted Valuation** of existing property in the current year over the prior year's assessed valuation.

[(Line 4 - Line 8) / Line 8] x 100

-0.2177%

10. **Increase in Consumer Price Index**
as Certified by the State Tax Commission.

1.5000%

11. **Adjusted Prior Year Assessed Valuation**
(Line 8)

43,904,001

12. **(2013) Tax Rate Ceiling From Prior Year**

(Tax Rate Summary Page, Line A)

0.1252

13. **Maximum Prior Year Adjusted Revenue**

from property that existed in both years [(Line 11 x Line 12)/100]

54,968

14. **Permitted Reassessment Revenue Growth**

The percentage entered on Line 14 should be the lower of the actual growth (Line 9), the CPI (Line 10) or 5%.

A negative figure on Line 9 is treated as a zero for Line 14 purposes.
Do not enter less than 0, nor more than 5%.

0.0000%

15. **Additional Reassessment Revenue Permitted**
(Line 13 x Line 14)

0

16. **Total Revenue Permitted in Current Year ***
from property that existed in both years (Line 13 + Line 15)

54,968

17. **Adjusted Current Year Assessed Valuation**
(Line 4)

43,808,420

18. **Maximum Tax Rate Permitted by Article X, Section 22 and
Section 137.073 RSMo.** [(Line 16 / Line 17) x 100]

Round a fraction to the nearest one/one hundredth of a cent.

Enter this rate on the Tax Rate Summary Page, Line B.

0.1255

* To compute the total property tax revenues BILLED for the current year (including revenues from all new construction and improvements and annexed property), multiply Line 1 by the rate on Line 18 and divide by 100. The property tax revenues BILLED would be used in estimating budgeted revenues.



PRO FORMA - STATE AUDITOR'S REVIEW OF DATA SUBMITTED

8/5/2014

Informational Tax Rate Data

(2014)

For Political Subdivisions OTHER THAN SCHOOLS Levying a Single Rate on ALL PROPERTY

City of Willard

09-039-0009

Parks & Recreation

Name of Political Subdivision

Political Subdivision Code

Purpose of Levy

This page shows the information that would have been on the line items for the Summary Page, Form A, and/or Form B had no voluntary reduction(s) been taken in prior even numbered year(s). The information on this page should not be used in the current year unless the taxing authority wishes to reverse any voluntary reduction(s) taken in prior even numbered year(s) and follows the following steps in an even numbered year.

Step 1 The governing body should hold a public hearing and adopt a resolution, a policy statement, or an ordinance justifying its action prior to setting and certifying its tax rate.

Step 2 Submit a copy of the resolution, policy statement, or ordinance to the State Auditor's Office for review.

Based on Prior
Year Tax Rate
Ceiling as if No
Voluntary
Reductions
were Taken

Informational Tax Rate Summary Page Information

A. Prior Year Tax Rate Ceiling (Prior Year Tax Rate Summary Page, Line F from Column 1)	0.1252
B. Current Year Rate Computed (Informational Form A, Line 18 below)	0.1255
C. Amount of Increase Authorized by Voters for Current Year (Informational Form B, Line 15 below)	
D. Rate to Compare to Maximum Authorized Levy [Line B (if no election), Otherwise Line C (if there was an election)]	0.1255
E. Maximum Authorized Levy (Most Recent Voter Approved Rate)	0.2000
F. Tax Rate Ceiling if No Voluntary Reductions were Taken in a Prior Even Numbered Year (Lower of Line D or E)	0.1255

Informational Form A, Page 2 Information

9. Percentage Increase in Adjusted Valuation [(Form A, Line 4 - Line 8) / Line 8 x 100]	-0.2177%
10. Increase in Consumer Price Index as Certified by the State Tax Commission.	1.5000%
11. Adjusted Prior Year Assessed Valuation (Form A, Line 8)	43,904,001
12. (2013) Tax Rate Ceiling From Prior Year (Informational Summary Page, Line A from above)	0.1252
13. Maximum Prior Year Adjusted Revenue from property that existed in both years. [(Line 11 x Line 12) / 100]	54,968
14. Permitted Reassessment Revenue Growth The percentage entered on Line 14 should be the lower of the actual growth (Line 9), the CPI (Line 10), or 5%. A negative figure on Line 9 is treated as a zero for Line 14 purposes. Do not enter less than 0, nor more than 5%.	0.0000%
15. Additional Reassessment Revenue Permitted (Line 13 x Line 14)	0
16. Total Revenue Permitted in Current Year from property that existed in both years. (Line 13 + Line 15)	54,968
17. Adjusted Current Year Assessed Valuation (Form A, Line 4)	43,808,420
18. Maximum Tax Rate Permitted by Article X, Section 22 and Section 137.073 RSMo. If No Voluntary Reduction was Taken [(Line 16 / Line 17) x 100]	0.1255

Informational Form B, Page 2 Information

6. Prior Year Tax Rate Ceiling to Apply Voter Approved Increase to. (Informational Tax Rate Summary Page, Line A if Increase to an Existing Rate, Otherwise 0)	
7. Voter Approved Increased Tax Rate to Adjust (If an "Increase of" ballot, Line 5a + Line 6. If an "Increase to" ballot, Line 5b)	
8. Adjusted Prior Year Assessed Valuation (Form A, Line 8)	
9. Maximum Prior Year Adjusted Revenue from property that existed in both years. (Line 7 x Line 8 / 100)	
10. Consumer Price Index (CPI) as Certified by the State Tax Commission.	
11. Permitted Revenue Growth for CPI (Line 9 x Line 10)	
12. Total Revenue Allowed from the Additional Voter Approved Increase from property that existed in both years. (Line 9 + Line 11)	
13. Adjusted Current Year Assessed Valuation (Form A, Line 4)	
14. Adjusted Voter Approved Increased Tax Rate (Line 12 / Line 13 x 100)	
15. Amount of Rate Increase Authorized by Voters for the Current Year (If Line 7 > Line 14, then Line 7, Otherwise, Line 14)	



AGENDA ITEM #5

Approval of the Resolution accepting the Missouri Department of Natural Resources, SRF funding for the Wastewater Facility Master Plan.

RESOLUTION OF GOVERNING BODY OF APPLICANT
RESOLUTION NO. _____

Resolution authorizing the filing of an application with the Missouri Department of Natural Resources, State Revolving Fund Program for loans 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 construction of specific public projects.

NOW, THEREFORE, be it resolved by the City of Willard - BOA
(governing body of applicant)

1. That C.W. Forshee be and he/she is hereby authorized to execute and
(designated official)
file an application on behalf of City of Willard
(legal name of applicant)

with the State of Missouri for a loan and/or grant to aid in the construction of:

the development of a wastewater facility
master plan.
(brief project description)

2. That C.W. Forshee, Mayor of Willard
(name of authorized official) (title)

he/she 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 City Clerk of the
(title of officer)

City of Willard, 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
Willard Board of Aldermen held on the 25th day of August,
(name of the governing body of applicant)

2014; 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 #6

Approval of the 2014 Emergency Operations Promulgation.

OFFICIAL APPROVAL

This plan, when used properly, can assist local government and non-profit officials in the protection of life, stabilization of scene, and conserving property and the environment. This plan and its provisions will become official when approved and signed below by officials of Willard and Greene County.

ATTEST:

_____ Mayor City of Willard, Missouri	_____ Date
---	---------------

_____ City Administrator City of Willard, Missouri	_____ Date
--	---------------

_____ Emergency Management Director City of Willard, Missouri	_____ Date
---	---------------

_____ City Clerk City of Willard, Missouri	_____ Date
--	---------------

_____ Emergency Management Director Greene County, Missouri	_____ Date
---	---------------



AGENDA ITEM #7

Ordinance amending the 2014 Compensation Schedule.
(1st and 2nd Reading). Discussion/Vote.

AN ORDINANCE

AMENDING the compensation of all officers and employees of the City of Willard for the 2014
Fiscal Year.

First Reading: 08-25-14

Second Reading: 08-25-14

BILL NO.

ORDINANCE:

AN ORDINANCE

AMENDING the compensation of all officers and employees of the City of Willard for the 2014 Fiscal Year.

WHEREAS, Section 115.060 of the code of the City of Willard requires the Board of Aldermen to fix the compensation of all officers and employees, and

WHEREAS, The Board of Aldermen recognize that employees periodically terminate service and new employees are hired to fill their positions which, depending on their qualifications, may dictate that either a lower, or higher, level of compensation would be appropriate for the new employee, and

WHEREAS, The Board of Aldermen recognize that organizational changes may dictate leaving existing positions vacant or establishment of a new job description to efficiently and cost effectively provide the services to the community.

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

Section 1: The Board of Aldermen do hereby amend the compensation of all officers and employees for Fiscal Year 2014 as set forth in the attached Schedule A, which is incorporated herein by reference as if set forth in full.

Section 2: 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 phases be declared invalid.

Section 3: 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 _____

Approved as to form: _____
City Attorney

ATTESTED BY:

DALE DUVALL, CITY CLERK

APPROVED BY:

WENDELL FORSHEE, MAYOR

BILL NO.

ORDINANCE:

READ TWO TIMES AND PASSED at the meeting of the Board of Aldermen of the City of Willard, Missouri, on the 25 day of August 2014.

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

DAVID ROGGENSEES

DAVID LARIMORE

DON LEE

BRADLEY MOWELL

MEREDITH REAVES

MICHAEL BARR

2014 COMPENSATION SCHEDULE – Amended 8/25/14

JOB DESCRIPTION 2014 COMPENSATION RANGE

Full Time or Contract	COMPENSATION	COMPENSATION RANGE
Mayor	\$ 300.00	per month
City Attorney	\$ 140.00	per hour
Prosecuting Attorney	\$ 140.00	per hour
Municipal Judge	\$ 140.00	per hour
City Administrator	\$60,000.00	per year
Chief Financial Officer	\$47,984.94	per year
Consultant	\$51,134.46	per year
Finance Officer	\$38110.00	per year
City Clerk	\$43,555.80	per year
Director of Planning & Development	\$51,350.65	per year
Utility Services Supervisor	\$ 15.25	per hour
Utility Billing/Water Technician	\$ 12.25	per hour
Utility Billing/Water Technician	\$ 12.25	per hour
Receptionist/Deputy Court Clerk	\$ 12.62	per hour
Finance Clerk	\$ 13.50	per hour
Director of Public Works	\$ 44,032.50	per year
Maintenance Supervisor	\$36,764.82	per year
Maintenance Supervisor	\$36,764.82	per year
Utility Maintenance Worker	\$ 16.34	per hour
Utility Maintenance Worker	\$ 15.51	per hour
Utility Maintenance Worker	\$ 13.52	per hour
Utility Maintenance Worker	\$ 13.00	per hour
Utility Maintenance Worker	\$ 11.00	per hour
Utility Maintenance Worker	\$ 11.00	per hour
Chief of Police	\$52,538.46	per year
Sergeant/Detective	\$ 20.62	per hour
Corporal	\$ 17.86	per hour
Senior Patrolman	\$ 16.70	per hour
Police Officer	\$ 14.33	per hour
Police Officer	\$ 14.33	per hour
Police Officer	\$ 14.33	per hour

Police Officer	\$	14.33	per hour	\$12.80 - \$16.00
Police Officer	\$	13.95	per hour	\$12.80 - \$16.00
Administrative Assistant	\$	14.58	per hour	\$10.00 - \$15.00
Municipal Court Clerk	\$	19.28	per hour	\$15.00 - \$20.00
Director of Community Services	\$39,140.00		per year	N/A
Operations Coordinator	\$32,960.00		per year	N/A
Recreation Specialist	\$25,750.00		per year	\$22,000 - \$28,000
Recreation Specialist/Front Desk	\$	11.40	per hour	\$10.58-13.47
Maintenance/Landscaping	\$	14.29	per hour	N/A
Maintenance Supervisor	\$	14.30	per hour	N/A

Part-Time/Seasonal Positions/Vacant

Sports Coordinator	\$	per year	\$24,000 - \$30,000
Sports Aquatics Supervisor	\$	per year	\$31,200-36,500
Program Coordinator	\$	per year	\$24,000 - \$30,000
Recreation Specialist	\$	per year	\$22,000 - \$28,000
Maintenance Worker	\$	per hour	\$12.00 - \$14.00
Maintenance & Grounds Worker	\$ 8.25	per hour	\$8.25 - \$11.00
Equipment Operator	\$	per hour	\$14.00 - \$16.50
Deputy City Clerk	\$	per hour	\$10.50 - \$13.00
Community Relations Officer	\$	per year	\$25,000 - \$32,000
Planning & Development Technician	\$	per hour	\$13.00 - \$15.00
Building Codes Inspector	\$	per year	\$27,500 - \$35,000
Police Major	\$	per year	\$35,000 - \$45,000
Police Officer (Reserve Officers)	\$	per hour	\$10.00 - \$14.00
Adm. Police Office Clerk	\$10.00	per hour	\$10.00-\$12.00
Purchasing Clerk	\$	per hour	\$11.00 - \$14.00
Sports, Program, Aquatic &			
Recreational Part-time and Seasonal	\$	per hour	\$7.35 - \$15.00
Emergency Management Director	\$14.58	per hour	\$12.50 - \$17.00
GIS Technician	\$	per hour	\$30.00 - \$50.00
IT Technician	\$	per hour	\$40.00 - \$75.00

** All compensation ranges labeled "N/A" shall be established by the Board of Aldermen on a case by case basis.



AGENDA ITEM #8

Discussion/Vote for the approval of the Olsson Associates contract for Consulting Services for a Wastewater Facilities Master Plan for the City of Willard.



LETTER AGREEMENT FOR PROFESSIONAL SERVICES

August 19, 2014

Mr. J. Everett Mitchell
City Administrator
City of Willard
PO Box 187
Willard, Missouri 65781

Re: **LETTER AGREEMENT FOR PROFESSIONAL SERVICES**
WILLARD WASTEWATER MASTER FACILITY PLAN

Dear Mr. Mitchell:

It is our understanding that City of Willard ("Client") requests Olsson Associates, Inc. ("Olsson") to perform the services described herein pursuant to the terms of this Letter Agreement for Professional Services, Olsson's General Provisions and any exhibits attached hereto (all documents constitute and are referred to herein as the "Agreement") for the Project.

Olsson has acquainted itself with the information provided by Client relative to the Project and based upon such information offers to provide the services described below for the Project. Client warrants that it is either the legal owner of the property to be improved by this Project or that Client is acting as the duly authorized agent of the legal owner of such property. Client acknowledges that it has reviewed the General Provisions and any exhibits attached hereto, which are expressly made a part of and incorporated into the Agreement by this reference. In the event of any conflict or inconsistency between this Letter Agreement, and the General Provisions regarding the services to be performed by Olsson, the terms of the General Provisions shall take precedence.

Olsson shall provide professional engineering services associated with development of a Wastewater Master Facility Plan that includes an overall assessment of all municipal owned or operated facilities in Willard and the Meadows area, evaluation of all pumping stations for current and future conditions and the development of an Inflow and Infiltration Reduction Plan. A full description of the Scope of Services is attached. Should Client request work in addition to the Scope of Services, Olsson shall invoice Client for such additional services (Optional Additional Services) at the standard hourly billing labor rate charged for those employees actually performing the work, plus reimbursable expenses if any. Olsson shall not commence work on Optional Additional Services without Client's prior written approval.

Olsson agrees to provide all of its services in a timely, competent and professional manner, in accordance with applicable standards of care, for projects of similar geographic location, quality and scope. Any subcontracting for services will follow the Six Good Faith Efforts to ensure that all minority business enterprises (MBE) and women business enterprises (WBE) have the opportunity to compete for contracting opportunities.

SCHEDULE FOR OLSSON'S SERVICES

Unless otherwise agreed, Olsson expects to perform its services under the Agreement within 150 calendar days following receipt of a notice to proceed from Client. Olsson reserves the right to adjust its schedule for delays caused by Client or delays caused by third parties.

COMPENSATION

Client shall pay to Olsson for the performance of the Scope of Services a fixed fee of Fifty Thousand and 00/100 Dollars (\$50,000) which includes reimbursable expenses. Olsson shall submit invoices based on a percentage of work completed on a monthly basis and payment is due within 30 calendar days of invoice date.

TERMS AND CONDITIONS OF SERVICE

We have discussed with you the risks, rewards and benefits of the Project, the Scope of Services, and our fees for such services and the Agreement represents the entire understanding between Client and Olsson with respect to the Project. The Agreement may only be modified in writing signed by both parties.

If this Agreement satisfactorily sets forth your understanding of our agreement, please sign in the space provided below. Retain one original for your files and return an executed original to Olsson. This proposal will be open for acceptance for a period of 30 days from the date set forth above, unless changed by us in writing.

OLSSON ASSOCIATES, INC.

By John K. Forrester By T. J. Whatley
John K. Forrester, P.E. T. J. Whatley, P.E.

By signing below, you acknowledge that you have full authority to bind Client to the terms of the Agreement. If you accept the terms set forth herein, please sign:

CITY OF WILLARD

By _____
Signature

Print Name _____

Title _____

Dated _____

Attachments

General Provisions

Scope of Services

Billing Rate Schedule

Reimbursable Expense Schedule

GENERAL PROVISIONS

These General Provisions are attached to and made a part of the respective Letter Agreement or Master Agreement, dated August 19, 2014 between City of Willard, Missouri ("Client") and Olsson Associates, Inc. ("Olsson") for professional services in connection with the project or projects arising under such Letter Agreement or Master Agreement (the "Project(s)").

As used herein, the term "this Agreement" refers to these General Provisions, the applicable Letter Agreement or Master Agreement, and any other exhibits or attachments thereto as if they were part of one and the same document.

SECTION 1—OLSSON'S SCOPE OF SERVICES

Olsson's scope of services for the Project(s) is set forth in the applicable Letter Agreement or Master Agreement ("Scope of Services").

SECTION 2—ADDITIONAL SERVICES

2.1 Unless otherwise expressly included, Scope of Services does not include the categories of additional services set forth in Sections 2.2 and 2.3.

2.2 If Client and Olsson mutually agree for Olsson to perform any optional additional services as set forth in this Section 2.2 ("Optional Additional Services"), Client will provide written approval of the agreed-upon Optional Additional Services, and Olsson shall perform or obtain from others such services and will be entitled to an increase in compensation at rates provided in this Agreement. Olsson may elect not to perform all or any of the Optional Additional Services without cause or explanation:

2.2.1 Preparation of applications and supporting documents for governmental financial support of the Project(s); preparation or review of environmental studies and related services; and assistance in obtaining environmental approvals.

2.2.2 Services to make measured drawings of existing conditions of facilities.

2.2.3 Services resulting from changes in the general scope, extent or character of the Project(s) or major changes in documentation previously accepted by Client where changes are due to causes beyond Olsson's control.

2.2.4 Services resulting from the discovery of conditions or circumstances which were not contemplated by Olsson at the commencement of this Agreement. Olsson shall notify Client of the newly discovered conditions or circumstances and Client and Olsson shall renegotiate, in good faith, the compensation for this Agreement, if amended terms cannot be agreed upon, Olsson may terminate this Agreement and Olsson shall be paid for its services through the date of termination.

2.2.5 Providing renderings or models.

2.2.6 Preparing documents for alternate bids requested by Client.

2.2.7 Value engineering; the preparation of rate schedules; earnings or expense statements; cash flow evaluations or; feasibility studies, appraisals or valuations.

2.2.8 Furnishing the services of independent professional associates or consultants for work beyond the Scope of Services.

2.2.9 Services necessary due to the Client's award of more than one prime contract for the Project(s); services necessary due to the construction contract containing cost plus or incentive-savings provisions; services necessary in order to arrange for performance by persons other than the prime contractor; or those services necessary to administer Client's contract(s).

2.2.10 Services in connection with staking out the work of contractor(s).

2.2.11 Services during out-of-town travel or visits to the site beyond those specifically identified in this Agreement.

2.2.12 Preparation of operating and maintenance manuals.

2.2.13 Services to redesign some or all of the Project(s).

2.2.14 Preparing to serve or serving as a consultant or witness or assisting Client with any litigation, arbitration or other legal or administrative proceeding.

2.2.15 Services relating to Construction Observation, Certification, Inspection, Construction Cost Estimating, project observation, construction management, construction scheduling, construction phasing or review of Contractor's performance means or methods.

2.3 Whenever, Olsson and the Client determine additional services as set forth in this Section 2.3 are necessary to avoid a delay in the completion of the Project(s) ("Necessary Additional Services"), Olsson shall perform or obtain from others such services without waiting for specific instructions from Client, and Olsson will be entitled to an increase in compensation for such services at the standard hourly billing rate charged for those employees performing the services, plus reimbursable expenses, if any:

2.3.1 Services in connection with work directive changes and/or change orders directed by the Client to any contractors.

2.3.2 Services in making revisions to drawings and specifications occasioned by the acceptance of substitutions proposed by contractor(s); services after the award of each contract in evaluating and determining the acceptability of an unreasonable or excessive number of substitutions proposed by contractor(s); or evaluating an unreasonable or extensive number of claims submitted by contractor(s) or others in connection with the Project(s).

2.3.3 Services resulting from significant delays, changes or price increases occurring as a direct or indirect result of material, equipment or energy shortages.

2.3.4 Additional or extended services during construction made necessary by (1) work damaged during construction, (2) a defective, inefficient or neglected work by

any contractor, (3) acceleration of the progress schedule involving services beyond normal working hours, or (4) default by any contractor.

SECTION 3—CLIENT'S RESPONSIBILITIES

3.1. Client shall provide all criteria and full information as to Client's requirements for the Project(s); designate and identify in writing a person to act with authority on Client's behalf in respect of all aspects of the Project(s); examine and respond promptly to Olsson's submissions; and give prompt written notice to Olsson whenever Client observes or otherwise becomes aware of any defect in the Olsson's services.

3.2. Client agrees to pay Olsson the amounts due for services rendered and expenses within thirty (30) days after Olsson has provided its invoice for such services. In the event Client disputes any invoice item, Client shall give Olsson written notice of such disputed item within fifteen (15) days after receipt of such invoice and shall pay to Olsson the undisputed portion of the invoice according to the provisions hereof. If Client fails to pay any invoiced amounts when due, interest will accrue on each unpaid amount at the rate of thirteen percent (13%) per annum from the date due until paid according to the provisions of this Agreement. Interest shall not be charged on any disputed invoice item which is finally resolved in Client's favor. Payment of interest shall not excuse or cure any default or delay in payment of amounts due.

3.2.1 If Client fails to make any payment due Olsson for services and expenses within thirty (30) days after receipt of Olsson's statement therefore, Olsson may, after giving seven (7) days written notice to Client, suspend services to Client under this Agreement until Olsson has been paid in full all amounts due for services, expenses and charges and Client will not obtain any license to any Work Product or be entitled to retain or use any Work Product pursuant to Section 7.1 unless and until Olsson has been paid in full and Client has fully satisfied all of its obligations under this Agreement.

3.3. Payments to Olsson shall not be withheld, postponed or made contingent on the construction, completion or success of the Project(s) or upon receipt by the Client of offsetting reimbursements or credit from other parties who may have caused the need for additional services. No withholdings, deductions or offsets shall be made from Olsson's compensation for any reason unless and until Olsson has been found to be legally liable for such amounts.

3.4. Client shall also do the following and pay all costs incident thereto:

3.4.1. Furnish to Olsson any existing and/or required borings, probings or subsurface explorations; hydrographic surveys; laboratory tests or inspections of samples, materials or equipment; appropriate professional interpretations of any of the foregoing; environmental assessment and impact statements; property, boundary, easement, right-of-way, topographic or utility surveys; property descriptions; and/or zoning or deed restrictions; all of which Olsson may rely upon in performing services hereunder.

3.4.2. Guarantee access to and make all provisions for Olsson to enter upon public and private property reasonably necessary to perform its services on the Project(s).

3.4.3. Provide such legal, accounting, independent cost estimating or insurance counseling services as may be required for the Project(s); any auditing service required in respect of contractor(s)' applications for payment; and/or any inspection services to determine if contractor(s) are performing the work legally.

3.4.4. Provide engineering surveys to establish reference points for construction unless specifically included in Olsson's Scope of Services.

3.4.5. Furnish approvals and permits from all governmental authorities having jurisdiction over the Project(s).

3.4.6. If more than one prime contractor is to be awarded the contract for construction, designate a party to have responsibility and authority for coordinating and interfacing the activities of the various prime contractors.

3.5. Client shall pay all costs incident to obtaining bids or proposals from contractor(s).

3.6. Client shall pay all permit application review costs for government authorities having jurisdiction over the Project(s).

3.7. Contemporaneously with the execution of this Agreement, Client shall designate in writing an individual to act as its duly authorized Project(s) representative.

3.8. Client shall bear sole responsibility for:

3.8.1. Jobsite safety, Olsson will assume responsibility for the safety of their own employees. Neither the professional activities of Olsson, nor the presence of Olsson or its employees or sub-consultants at the Project shall impose any duty on Olsson relating to any health or safety laws, regulations, rules, programs or procedures.

3.8.2. Notifying third parties including any governmental agency or prospective purchaser, of the existence of any hazardous or dangerous materials located in or around the Project(s) site.

3.8.3. Providing and updating Olsson with accurate information regarding existing conditions, including the existence of hazardous or dangerous materials, proposed Project(s) site uses, any change in Project(s) plans, and all subsurface installations, such as pipes, tanks, cables and utilities within the Project(s) site.

3.10. If reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including hazardous materials, encountered on the site, Olsson may immediately stop work in the affected area and report the condition to Client. Client shall be solely responsible for retaining independent consultant(s) to determine the nature of the material and to abate or remove the material. Olsson shall not be required to perform any services or work relating to or in the area of such material until the material has been removed or rendered harmless and only after approval, if necessary of the government agency with jurisdiction.

3.11 Providing and assuming all responsibility for: interpretation of contract documents; Construction Observations; Certifications; Inspections; Construction Cost Estimating; project observations; construction management; construction scheduling; construction phasing; and review of Contractor's performance, means and methods. Client waives any claims against Olsson and releases Olsson from liability relating to or arising out of such services and agrees, to the fullest extent permitted by law, to indemnify and hold Olsson harmless from any and all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, relating to such actions and services.

SECTION 4—MEANING OF TERMS

4.1 The "Cost of Construction" of the entire Project(s) (herein referred to as "Cost of Construction") means the total cost to Client of those portions of the entire Project(s) designed and specified by Olsson, but it will not include Olsson's compensation and expenses, the cost of land, rights-of-way, or compensation for or damages to, properties unless this Agreement so specifies, nor will it include Client's legal, accounting, insurance counseling or auditing services, or interest and financing charges incurred in connection with the Project(s) or the cost of other services to be provided by others to Client pursuant to Section 3.

4.2 The "Salary Costs": Used as a basis for payment mean salaries and wages (base and incentive) paid to all Olsson's personnel engaged directly on the Project(s), including, but not limited to, engineers, architects, surveyors, designers, draftsmen, specification writers, estimators, other technical and business personnel; plus the cost of customary and statutory benefits, including, but not limited to, social security contributions, unemployment, excise and payroll taxes, workers' compensation, health and retirement benefits, sick leave, vacation and holiday pay and other group benefits.

4.3 "Certify" or "a Certification": If included in the Scope of Services, such services shall be limited to a statement of Olsson's opinion, to the best of Olsson's professional knowledge, information and belief, based upon its periodic observations and reasonable review of reports and tests created by Olsson or provided to Olsson. Olsson shall not be responsible for constant or exhaustive observation of the work. Client understands and agrees that any certifications based upon discrete sampling observations and that such observations indicate conditions that exist only at the locations and times the observations were performed. Performance of such observation services and certification does not constitute a warranty or guarantee of any type, since even with diligent observation, some construction defects, deficiencies or omissions in the work may occur. Olsson shall have no responsibility for the means, methods, techniques, sequences or procedures selected by the contractor(s) or for the contractor's safety precautions and programs nor for failure by the contractor(s) to comply with any laws or regulations relating to the performance or furnishing of any work by the contractor(s). Client shall hold its contractor(s) solely responsible for the quality and completion of the Project(s), including construction in accordance with the construction documents. Any duty under this Agreement is for the sole benefit of the Client and not for any third party, including the contractor(s) or any subcontractor(s). Olsson shall sign pre-printed form certifications only if (a) Olsson approves the form of such certification prior to the commencement of its services, (b) such certification is expressly included in the Scope of

Services, (c) the certification is limited to a statement of professional opinion and does not constitute a warranty or guarantee, express or implied. It is understood that any certification by Olsson shall not relieve the Client or the Client's contractors of any responsibility or obligation they may have by industry custom or under any contract.

4.4 "Construction Cost Estimate": An opinion of probable construction cost made by Olsson. In providing opinions of probable construction cost, it is recognized that neither the Client nor Olsson has control over the costs of labor, equipment or materials, or over the contractor's methods of determining prices or bidding. The opinion of probable construction costs is based on Olsson's reasonable professional judgment and experience and does not constitute a warranty, express or implied, that the contractor's bids or the negotiated price of the work on the Project(s) will not vary from the Client's budget or from any opinion of probable cost prepared by Olsson.

4.5 "Day": A calendar day of 24 hours. The term "days" shall mean consecutive calendar days of 24 hours each, or fraction thereof.

4.6 "Construction Observation": If included in the Scope of Services, such services during construction shall be limited to periodic visual observation and testing of the work to determine that the observed work generally conforms to the contract documents. Olsson shall not be responsible for constant or exhaustive observation of the work. Client understands and agrees that such visual observations are discrete sampling procedures and that such procedures indicate conditions that exist only at the locations and times the observations were performed. Performance of Construction Observation services does not constitute a warranty or guarantee of any type, since even with diligent observation, some construction defects, deficiencies or omissions in the work may occur. Olsson shall have no responsibility for the means, methods, techniques, sequences or procedures selected by the contractor or for the contractor's safety precautions and programs nor for failure by the contractor to comply with any laws or regulations relating to the performance or furnishing of any work by the contractor. Client shall hold its contractor(s) solely responsible for the quality and completion of the Project(s), including construction in accordance with the construction documents. Any duty under this Agreement is for the sole benefit of the Client and not for any third party, including the contractor or any subcontractor. Client, or its designees shall notify Olsson at least twenty-four (24) hours in advance of any field tests and observations required by the construction documents.

4.7 "Inspect" or "Inspection": If included in the Scope of Services, such services shall be limited to the periodic visual observation of the contractor's completed work to permit Olsson, as an experienced and qualified professional, to determine that the observed work, generally conforms to the contract documents. Olsson shall not be responsible for constant or exhaustive observation of the work. Client understands and agrees that such visual observations are discrete sampling procedures and that such procedures indicate conditions that exist only at the locations and times the observations were performed. Performance of such observation services does not constitute a warranty or guarantee of any type, since even with diligent observation, some construction defects, deficiencies or omissions in the work may occur. Olsson shall have no responsibility for the

means, methods, techniques, sequences or procedures selected by the contractor(s) or for the contractor's safety precautions and programs nor for failure by the contractor(s) to comply with any laws or regulations relating to the performance or furnishing of any work by the contractor(s). Client shall hold its contractor(s) solely responsible for the quality and completion of the Project(s), including construction in accordance with the construction documents. Any duty under this Agreement is for the sole benefit of the Client and not for any third party, including the contractor(s) or any subcontractor(s). Client, or its designees, shall notify Olsson at least twenty-four (24) hours in advance of any inspections required by the construction documents.

4.8 "Record Documents": Drawings prepared by Olsson upon the completion of construction based upon the drawings and other data furnished to Olsson by the Contractor and others showing significant changes in the work on the Project(s) made during construction. Because Record Documents are prepared based on unverified information provided by others, Olsson makes no warranty of the accuracy or completeness of the Record Documents.

SECTION 5—TERMINATION

5.1 Either party may terminate this Agreement, for cause upon giving the other party not less than seven (7) calendar days written notice of default for any of the following reasons; provided, however, that the notified party shall have the same seven (7) calendar day period in which to cure the default:

5.1.1 Substantial failure by the other party to perform in accordance with the terms of this Agreement and through no fault of the terminating party;

5.1.2 Assignment of this Agreement or transfer of the Project(s) by either party to any other entity without the prior written consent of the other party;

5.1.3 Suspension of the Project(s) or Olsson's services by the Client for more than ninety (90) calendar days, consecutive or in the aggregate.

5.2 In the event of a "for cause" termination of this Agreement by either party, the Client shall, within fifteen (15) calendar days after receiving Olsson's final invoice, pay Olsson for all services rendered and all reimbursable costs incurred by Olsson up to the date of termination, in accordance with the payment provisions of this Agreement.

5.2.1 In the event of a "for cause" termination of this Agreement by Client and (a) a final determination of default is entered against Olsson under Section 6.2 and (b) Client has fully satisfied all of its obligations under this Agreement, Olsson shall grant Client a limited license to use the Work Product pursuant to Section 7.1.

5.3 The Client may terminate this Agreement for the Client's convenience and without cause upon giving Olsson not less than seven (7) calendar days written notice. In the event of any termination that is not the fault of Olsson, the Client shall pay Olsson, in addition to payment for services rendered and reimbursable costs incurred, for all expenses reasonably incurred by Olsson in connection with the orderly termination of this Agreement, including but not limited to demobilization, reassignment of personnel, associated overhead costs, any fees, costs or expenses incurred by Olsson in preparing or

negotiating any proposals submitted to Client for Olsson's Scope of Services or Optional Additional Services under this Agreement and all other expenses directly resulting from the termination.

SECTION 6—DISPUTE RESOLUTION

6.1. Mediation

6.1.1 All questions in dispute under this Agreement shall be submitted to mediation. On the written notice of either party to the other of the election to submit any dispute under this Agreement to mediation, each party shall designate their representatives and shall meet within ten (10) days after the service of the notice. The parties themselves shall then attempt to resolve the dispute within ten (10) days of meeting.

6.1.2 Should the parties themselves be unable to agree on a resolution of the dispute, and then the parties shall appoint a third party who shall be a competent and impartial party and who shall be acceptable to each party, to mediate the dispute. Any third party mediator shall be qualified to evaluate the performance of both of the parties, and shall be familiar with the design and construction progress. The third party shall meet to hear the dispute within ten (10) days of their selection and shall attempt to resolve the dispute within fifteen (15) days of first meeting.

6.1.3 Each party shall pay the fees and expenses of the third party mediator and such costs shall be borne equally by both parties.

6.2 Arbitration or Litigation

6.2.1 Olsson and Client agree that from time to time, there may be conflicts, disputes and/or disagreements between them, arising out of or relating to the services of Olsson, the Project(s), or this Agreement (hereinafter collectively referred to as "Disputes") which may not be resolved through mediation. Therefore, Olsson and Client agree that all Disputes shall be resolved by binding arbitration or litigation. If the parties choose arbitration, the arbitration proceeding shall proceed in accordance with the Construction Industry Arbitration Rules of the AAA.

6.2.2 Client hereby agrees that Olsson shall have the right to include Client, by consolidation, joinder or other manner, in any arbitration or litigation involving Olsson and a subconsultant or subcontractor of Olsson or Olsson and any other person or entity, regardless of who originally initiated such proceedings.

6.2.3 If Olsson chooses arbitration or litigation, either may be commenced at any time prior to or after completion of the Project(s), provided that if arbitration or litigation is commenced prior to the completion of the Project(s), the obligations of the parties under the terms of this Agreement shall not be altered by reason of the arbitration or litigation being conducted. Any arbitration hearings or litigation shall take place in the location of the project.

6.2.4 The prevailing party in any arbitration or litigation relating to any Dispute shall be entitled to recover from the other party those reasonable attorney fees, costs and expenses incurred by the prevailing party in connection with the Dispute.

SECTION 7—MISCELLANEOUS

7.1 Reuse of Documents

All documents, including drawings, specifications, reports, boring logs, maps, field data, data, test results, information, recommendations, or opinions prepared or furnished by Olsson (and Olsson's independent professional associates and consultants) pursuant to this Agreement ("Work Product"), are all Olsson's instruments of service, do not constitute goods or products, and are copyrighted works of Olsson. Olsson shall retain an ownership and property interest in such Work Product whether or not the Project(s) is completed. If Client has fully satisfied all of its obligations under this Agreement, the Client shall receive ownership of the Work Product. However, such Work Product is for the exclusive use and benefit of Client or its agents in connection with the Project(s), are not intended to inform, guide or otherwise influence any other entities or persons with respect to any particular business transactions, and should not be relied upon by any entities or persons other than Client or its agents for any purpose other than the Project(s). Such Work Product is not intended or represented to be suitable for reuse by Client or others on extensions of the Project(s) or on any other Project(s). Client will not distribute or convey such Work Product to any other persons or entities without Olsson's prior written consent which shall include a release of Olsson from liability and indemnification by the third party. Any reuse of Work Product without written verification or adaptation by Olsson for the specific purpose intended will be at Client's sole risk and without liability or legal exposure to Olsson, or to Olsson's independent professional associates or consultants, and Client shall indemnify and hold harmless Olsson and Olsson's independent professional associates and consultants from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation of Work Product will entitle Olsson to further compensation at rates to be agreed upon by Client and Olsson.

7.2 Electronic Files

By accepting and utilizing any electronic file of any Work Product or other data transmitted by Olsson, the Client agrees for itself, its successors, assigns, insurers and all those claiming under or through it, that by using any of the information contained in the attached electronic file, all users agree to be bound by the following terms. All of the information contained in any electronic file is the work product and instrument of service of Olsson, who shall be deemed the author, and shall retain all common law, statutory law and other rights, including copyrights, unless the same have previously been transferred in writing to the Client. The information contained in any electronic file is provided for the convenience to the Client and is provided in "as is" condition. The Client is aware that differences may exist between the electronic files transferred and the printed hard-copy original signed and stamped drawings or reports. In the event of a conflict between the signed original documents prepared by Olsson and the electronic files, which may be transferred, the signed and sealed original documents shall govern. Olsson specifically disclaims all warranties, expressed or implied, including without limitation, and any warranty of merchantability or fitness for a particular purpose with respect to any electronic files. It shall be Client's responsibility to confirm the accuracy of the information contained in the electronic file and that it accurately reflects the information needed by the Client. Client shall not retransmit any electronic files, or any portion thereof, without including this disclaimer as part of any such

transmissions. In addition, Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless Olsson, its officers, directors, employees and sub consultants against any and all damages, liabilities, claims or costs, including reasonable attorney's and expert witness fees and defense costs, arising from any changes made by anyone other than Olsson or from any reuse of the electronic files without the prior written consent of Olsson.

7.3 Construction Cost Estimate

Since Olsson has no control over the cost of labor, materials, equipment or services furnished by others, or over the contractor(s)' methods of determining prices, or over competitive bidding or market conditions, Olsson's Construction Cost Estimate provided for herein is made on the basis of Olsson's experience and qualifications and represent Olsson's best judgment as an experienced and qualified professional engineer, familiar with the construction industry. Client acknowledges and agrees that Olsson cannot and does not guarantee proposals or bids and that actual total Project(s) or construction costs may reasonably vary from Olsson's Construction Cost Estimate. If prior to the bidding or negotiating phase Client wishes greater assurance as to total Project(s) or construction costs, Client shall employ an independent cost estimator as provided in paragraph 3.4.3. If Olsson's Construction Cost Estimate was performed in accordance with its standard of care and was reasonable under the total circumstances, any services performed by Olsson to modify the contract documents to bring the construction cost within any limitation established by Client will be considered Optional Additional Services and paid for as such by Client. If, however, Olsson's Construction Cost Estimate was not performed in accordance with its standard of care and was unreasonable under the total circumstances and the lowest negotiated bid for construction of the Project(s) unreasonably exceeds Olsson's Construction Cost Estimate, Olsson shall modify its work as necessary to adjust the Project(s)' size, and/or quality to reasonably comply with the Client's budget at no additional cost to Client. Under such circumstances, Olsson's modification of its work at no cost shall be the limit of Olsson's responsibility with regard to any unreasonable Construction Cost Estimate.

7.4 Prevailing Wages

It is Client's responsibility to determine whether the Project(s) is covered under any prevailing wage regulations. Unless Client specifically informs Olsson in writing that the Project(s) is a prevailing wage project and is identified as such in the Scope of Services, Client agrees to reimburse Olsson and to defend, indemnify and hold harmless Olsson from and against any liability, including costs, fines and attorneys' fees, resulting from a subsequent determination that the Project(s) was covered under any prevailing wage regulations.

7.5 Samples

All material testing samples shall remain the property of the Client. If appropriate, Olsson shall preserve samples obtained no longer than forty-five (45) days after the issuance of any document that includes the data obtained from those samples. After that date, Olsson may dispose of the samples or return them to Client at Client's cost.

7.6 Standard of Care

Olsson will strive to perform its services in a manner consistent with that level of care and skill ordinarily exercised by members of Olsson's profession providing similar services in the same locality under similar circumstances at the time Olsson's services are performed. This Agreement creates no other representation, warranty or guarantee, express or implied.

7.7 Force Majeure

Any delay in the performance of any of the duties or obligations of either party hereto (except the payment of money) shall not be considered a breach of this Agreement and the time required for performance shall be extended for a period equal to the period of such delay, provided that such delay has been caused by or is the result of any acts of God, acts of the public enemy, insurrections, riots, embargoes, labor disputes, including strikes, lockouts, job actions, boycotts, fires, explosions, floods, shortages of material or energy, or other unforeseeable causes beyond the control and without the fault or negligence of the party so affected. The affected party shall give prompt notice to the other party of such cause, and shall take promptly whatever reasonable steps are necessary to relieve the effect of such cause.

7.8 Confidentiality

In performing this Agreement, the parties may disclose to each other written or oral non-public, confidential or proprietary information, including but not limited to, information of a business, planning, marketing or technical nature and models, tools, hardware and software, and any documents, reports, memoranda, notes, files or analyses that contain, summarize or are based upon any proprietary or confidential information (hereafter referred to as the "Information").

7.8.1 Therefore, Olsson and Client agree that the party receiving Information from the other party to this Agreement (the "Receiving Party") shall keep Information confidential and not use the Information in any manner other than in the performance of this Agreement without prior written approval of the party disclosing Information (the "Disclosing Party") unless Client is a public entity and the release of Information is required by law or legal process.

7.8.2 The existence of discussions between the parties, the purpose of this Agreement, and this Agreement shall be considered Information subject to the confidentiality provisions of this Agreement.

7.8.3 Notwithstanding anything to the contrary herein, the Receiving Party shall have no obligation to preserve the confidentiality of any Information which:

7.8.3.1 was previously known to the Receiving Party free of any obligation to keep it confidential; or

7.8.3.2 is or becomes publicly available by other than unauthorized disclosures; or

7.8.3.3 is independently developed by the Receiving Party without a breach of this Agreement; or

7.8.3.4 is disclosed to third parties by the Disclosing Party without restrictions; or

7.8.3.5 is received from a third party not subject to any confidentiality obligations.

7.8.4 In the event that the Receiving Party is required by law or legal process to disclose any of Information of the Disclosing Party, the Receiving Party required to disclose such Information shall provide the Disclosing Party with prompt oral and written notice, unless notice is prohibited by law (in which case such notice shall be provided as early as may be legally permissible), of any such requirement so that the Disclosing Party may seek a protective order or other appropriate remedy.

7.8.5 Nothing contained in this Agreement shall be construed as altering any rights that the Disclosing Party has in the Information exchanged with or disclosed to the Receiving Party, and upon request, the Receiving Party will return all Information received in tangible form to the Disclosing Party, or at the Receiving Party's option, destroy all such Information. If the Receiving Party exercises its option to destroy the Information, the Receiving Party shall certify such destruction to the Disclosing Party.

7.8.6 The parties acknowledge that disclosure or use of Information in violation of this Agreement could cause irreparable harm for which monetary damages may be difficult to ascertain or constitute an inadequate remedy. Each party therefore agrees that the Disclosing Party shall be entitled in addition to its other rights to seek injunctive relief for any violation of this Agreement.

7.8.7 The obligations of confidentiality set forth herein shall survive termination of this Agreement, but shall only remain in effect for a period of one (1) year from the date the Information is first disclosed.

7.9 Damage or Injury to Subterranean Structures or Utilities, Hazardous Materials, Pollution and Contamination

7.9.1 To the extent that work pursuant to this Agreement requires any sampling, boring, excavation, ditching or other disruption of the soil or subsurface at the Site, Olsson shall confer with Client prior to such activity and Client will be responsible for identifying, locating and marking, as necessary, any private subterranean structures or utilities and Olsson shall be responsible for arranging investigation of public subterranean structures or utilities through an appropriate utility one-call provider. Thereafter, Olsson shall take all reasonable precautions to avoid damage or injury to subterranean structures or utilities which were identified by Client or the one-call provider. Olsson shall not be responsible for any damage, liability or costs, for any property damage, injury or economic loss arising or allegedly arising from damages to subterranean structures or utilities caused by subsurface penetrations in locations approved by Client and/or the one call provider or not correctly shown on any plans, drawings or utility clearance provided to Olsson, except for damages caused by the negligence of Olsson in the use of such information.

7.9.2 It is understood and agreed that any assistance Olsson may provide Client in the disposal of waste materials shall not result in Olsson being deemed as a generator, arranger, transporter or disposer of hazardous materials or hazardous waste as defined under any law or regulation. Title to all samples and waste materials remains with Client, and at no time shall Olsson take title to the above material. Client may authorize Olsson to execute Hazardous

Waste Manifest, Bill of Lading or other forms as agent of Client. If Client requests Olsson to execute such documents as its agent, the Hazardous Waste Manifest, Bill of Lading or other similar documents shall be completed in the name of the Client. Client agrees to indemnify and hold Olsson harmless from any and all claims that Olsson is a generator, arranger, transporter, or disposer of hazardous waste as a result of any actions of Olsson, including, but not limited to, Olsson signing a Hazardous Waste Manifest, Bill of Lading or other form on behalf of Client.

7.9.3 At any time, Olsson can request in writing that Client remove samples, cuttings and hazardous substances generated by the Project(s) from the project site or other location. Client shall promptly comply with such request, and pay and be responsible for the removal and lawful disposal of samples, cuttings and hazardous substances, unless other arrangements are mutually agreed upon in writing.

7.9.4 Client shall release Olsson of any liability for, and shall defend and indemnify Olsson against any and all claims, liability and expense resulting from operations under this Agreement on account of injury to, destruction of, or loss or impairment of any property right in or to oil, gas, or other mineral substance or water, if at the time of the act or omission causing such injury, destruction, loss or impairment, said substance had not been reduced to physical possession above the surface of the earth, and for any loss or damage to any formation, strata, reservoir beneath the surface of the earth.

7.9.5 Notwithstanding anything to the contrary contained herein, it is understood and agreed by and between Olsson and Client that the responsibility for pollution and contamination shall be as follows:

7.9.5.1 Unless otherwise provided herein, Client shall assume all responsibility for, including control and removal of, and protect, defend and save harmless Olsson from and against all claims, demands and causes of action of every kind and character arising from pollution or contamination (including naturally occurring radioactive material) which originates above the surface of the land or water from spills of fuels, lubricants, motor oils, pipe dope, paints, solvents, ballast, bilge and garbage, except unavoidable pollution from reserve pits, wholly in Olsson's possession and control and directly associated with Olsson's equipment, except in the event of gross negligence by Olsson

7.9.5.2 In the event a third party commits an act or omission which results in pollution or contamination for which either Olsson or Client, for whom such party is performing work, is held to be legally liable, the responsibility therefore shall be considered as between Olsson and Client, to be the same as if the party for whom the work was performed had performed the same and all of the obligations regarding defense, indemnity, holding harmless and limitation of responsibility and liability, as set forth herein, shall be specifically applied.

7.10 Controlling Law and Venue

The parties agree that this Agreement and any legal actions concerning its validity, interpretation or performance shall be governed by the laws of the State of in which the project is located. It is further agreed that any legal action between the parties arising out of this Agreement or the performance of

services shall be brought in a court of competent jurisdiction in Nebraska.

7.11 Subconsultants

Olsson may utilize as necessary in its discretion subconsultants and other subcontractors. Olsson will be paid for all services rendered by its subconsultants and other subconsultants as set forth in this Agreement.

7.12 Assignment

7.12.1 Client and Olsson each are hereby bound and the partners, successors, executors, administrators and legal representatives of Client and Olsson (and to the extent permitted by paragraph 7.12.2 the assigns of Client and Olsson) are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements and obligations of this Agreement.

7.12.2 Neither Client nor Olsson shall assign, sublet or transfer any rights under or interest in (including, but without limitation, moneys that may become due or moneys that are due) this Agreement without the written consent of the other, except to the extent that any assignment, subletting or transfer is mandated by law or the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent Olsson from employing such subconsultants and other subcontractors as Olsson may deem appropriate to assist in the performance of services under this Agreement.

7.12.3 Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than Client and Olsson, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Client and Olsson and not for the benefit of any other party. There are no third-party beneficiaries of this Agreement.

7.13 Indemnity

Olsson and Client mutually agree, to the fullest extent permitted by law, to indemnify and hold each other harmless from any and all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, relating to third party personal injury or third party property damage and arising from their own negligent acts, errors or omissions in the performance of their services under this Agreement, but only to the extent that each party is responsible for such damages, liabilities or costs on a comparative basis of fault.

7.14 Limitation on Damages

7.14.1 Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither party's individual employees, principals, officers or directors shall be subject to personal liability or damages arising out of or connected in any way to the Project(s) or to this Agreement.

7.14.2 Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither Client nor Olsson, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any delay damages, any punitive damages or any incidental, indirect or consequential damages arising out of or connected in any way to the Project(s) or to this Agreement. This mutual waiver of delay damages and consequential damages shall include, but is not limited to, disruptions, accelerations, inefficiencies, increased construction costs, increased home office overhead, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other delay or consequential damages that either party may have incurred from any cause of action including, but not limited to, negligence, statutory violations, misrepresentation, fraud, deceptive trade practices, breach of fiduciary duties, strict liability, breach of contract and/or breach of strict or implied warranty. Both the Client and Olsson shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in the Project(s).

7.14.3 Notwithstanding any other provision of this Agreement, Client agrees that, to the fullest extent permitted by law, Olsson's total liability to the Client for any and all injuries, claims, losses, expenses, damages, or claims expenses of any kind arising from any services provided by or through Olsson under this Agreement, shall not exceed the amount of Olsson's fee earned under this Agreement. Client acknowledges that such causes include, but are not limited to, negligence, statutory violations, misrepresentation, fraud, deceptive trade practices, breach of fiduciary duties, strict liability, breach of contract and/or breach of strict or implied warranty. This limitation of liability shall apply to all phases of Olsson's services performed in connection with the Project(s), whether subsequent to or prior to the execution of this Agreement.

7.15 Entire Agreement

This Agreement supersedes all prior communications, understandings and agreements, whether oral or written. Amendments to this Agreement must be in writing and signed by the Client and Olsson.

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**CITY OF WILLARD
WASTEWATER MASTER FACILITY PLAN**

PROPOSED DESCRIPTION AND ENGINEER'S SCOPE OF SERVICES

1.01 Project Description

The City of Willard has submitted an engineering study grant application to the Missouri Department of Natural Resources for financial assistance for professional engineering services associated with the City's wastewater system. The services to be completed in the engineering study include evaluating the City wastewater collection, pumping, and force main systems within Willard proper, evaluating the collection, pumping, forcemain, and lagoon treatment system for the Meadows area and development of an Inflow and Infiltration (I&I) Reduction plan. In considering the City's local wastewater system, strong emphasis will be placed on evaluating Lift Station D and Regional Lift Station. With each system (Local and Meadows), Olsson will determine the existing capacity of all facilities, develop projections for future capacity and recommend upgrades and present all problems discovered through the evaluations. Final presentation of the Master Facility Plan will include descriptions of findings and recommendations and include necessary maps, charts, and tables, along with recommended improvements over a 10 year period in 5 year increments. Olsson Associates (Olsson) will assist the City with the collection of the necessary data on the existing wastewater collection and treatment system and develop a Municipal Wastewater Master Facility Plan for the existing system as set forth in the Missouri Department of Natural Resources (MoDNR) engineering study grant award.

2.01 Engineer's Scope of Services

Olsson shall perform for the City of Willard professional services in all phases of the Project to which this Agreement applies as hereinafter provided. These services will include serving as City's professional representative for the Project, providing professional consultation and advice, and furnishing customary services incidental thereto. Olsson proposes the following scope of services to prepare the required planning document:

A. Project Management and Coordination

Olsson will coordinate and facilitate all aspects of this effort including meetings with City staff, City Council, any Citizen Committee if required. We will correspond with the City during execution of the project including submittal of a monthly project progress report and provide assistance to the City in administration of the project grant.

B. Evaluation of the Existing Collection System

1. Meet with the City of Willard Staff to discuss overall scope of the project and initiate requests of collection system records. Records will include electronic collection system layout, pumping station records (monthly run time meter readings over the past 5 years and record pumping station drawings) We will also need to obtain available information regarding operational practices for the collection, pumping, forcemains and Meadows treatment system, and known areas that experience backups, excessive flows and general areas of concern. At this meeting a defined project planning area (boundary) will be established.

2. Perform an inspection of each pumping station to determine existing capacity, operational function, station deficiencies, and necessary upgrades for current conditions. Actual tests will be performed on each pumping unit to determine existing capacity. This will involve all pumping stations (Local and Meadows area). City Staff shall be available to assist with testing operations.
3. Review all previous studies and existing drawings of each system.
4. Evaluate local topography, including natural and man-made barriers and how it relates to the existing collection system.
5. Inventory existing systems from data received from the City along with Staff concerns.
6. Project future populations and wastewater flows within the planning area established. Flow projections will encompass average daily (wet and dry weather), minimum dry weather flow, and peak daily flow that has occurred over the past 5 years. Estimate and identify inflow and infiltration quantities and rates using historical data for the existing service area.
7. Evaluate expansion of the existing collection system within the planning area to adequately collect and transport wastewater flow to the City of Springfield based on the current system arrangement for Willard proper. Options for collecting the wastewater generated from the Meadows area will be evaluated and will include lagoon/land application decommissioning and transporting flow to the City of Springfield. System recommendations will seek to eliminate as many existing pumping stations as feasible and minimize the number of future stations.
8. Develop an inventory list of existing forcemains and air release valves.

C. Development of an Inflow & Infiltration Reduction Plan

Olsson will review and evaluate the existing field investigation procedures and results the City has previously experienced. From our review, we will develop an Inflow and Infiltration reduction Plan that incorporates previous City work to establish a plan for collection system investigations to locate sources of excessive I&I entering the collection system. The plan will include recommendations for investigative procedure for both the public and private sectors. On the public side, procedures may include smoke testing, manhole inspection, manhole vacuum testing, closed circuit televising, hydraulic modeling, and flow monitoring. On the private side, procedures may include physical home inspections of the private service laterals, clean outs, area drains, foundation crawl spaces and basement floor drains and sump pumps.

D. Evaluate Alternatives and Provide Opinion of Probable Cost

Olsson will evaluate multiple options for handling projected peak flows within the collection system and incorporate reasonable I&I reduction rates to establish alternatives for accommodating all wastewater flow generated from users and excessive I&I. Alternatives will

investigate equipment upgrades, off-line storage for flow equalization and provide an opinion of probable cost for all options.

E. Develop Recommended Improvement Plan and Implementation Schedule

Olsson will develop a list of the recommended improvement alternatives that have been selected for expansion of the collection system and reduction of excessive I&I discovered during implementation of the Master Facility Plan. The plan will provide a schedule for the implementation of the proposed investigative procedures and recommended improvements over a 10-year period.

F. Assemble Final Report and Exhibits

Olsson shall assemble the information gathered and proposed improvement recommendations into a Municipal Wastewater Master Facility Plan that includes an I&I Reduction Plan, complete with supporting appendices, map, charts and exhibit information. Olsson shall provide the City with 2 original hard copies of the final report and a digital copy, saved on a CD, of the final report. Also, 2 hard copies will be provided to MoDNR to satisfy the requirements of the proposed engineering study grant.



BILLING RATE SCHEDULE - YEAR 2014

<u>Classification</u>	<u>Hourly Rate</u>
Client Manager	150.00
Senior Engineer	171.00
Senior Project Engineer	140.00
Project Engineer	121.00
Associate Engineer	100.00
Assistant Engineer	85.00
Student Engineer	52.00
Project Landscape Architect	100.00
Senior Surveyor	95.00
Surveyor	85.00
Associate Surveyor	65.00
Assistant Surveyor	54.00
Design Associate	97.00
Design Technician	79.00
Senior Technician	78.00
Associate Technician	65.00
Assistant Technician	55.00
Student Technician – Level 1	40.00
Administrative Coordinator	68.00
Administrative Assistant	58.00
Secretarial	57.00

REIMBURSABLE EXPENSE SCHEDULE

The expenses incurred by Olsson or Olsson's independent professional associates or consultants directly or indirectly in connection with the Project shall be included in periodic billing as follows:

<u>Classification</u>	<u>Cost</u>
Automobiles	\$0.56/mile*
Suburbans and Pick-Ups	\$0.75/mile*
Other travel or lodging cost	Actual Cost
Meals	Actual Cost
Printing and Duplication including mylars and linens	
In-house	Actual Cost
Outside	Actual Cost+10%
Postage & Shipping Charges for Project Related Materials	
including express mail and special delivery	Actual Cost
Film and Photo Developing	Actual Cost+10%
Telephone and Fax Transmissions	Actual Cost+10%
Miscellaneous Materials & Supplies Applicable to this Project	Actual Cost+10%
Copies of deeds, easements or other Project Related documents	Actual Cost+10%
Fees for applications or permits	Actual Cost+10%
Sub-Consultants	Actual Cost+10%

* Rates consistent with the IRS Mileage Rate Reimbursement Guidelines (Subject to Change).

EXHIBIT A
(Continued)**BOX B - CURRENT BUSINESS ENTITY STATUS**

I certify that Olsson Associates (Business Entity Name) MEETS the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo as stated above.

KELLY V. TURNER

Authorized Business Entity
Representative's Name
(Please Print)

[Signature]

Authorized Business Entity
Representative's Signature

Olsson Associates

Business Entity Name

8/19/2014

Date

As a business entity, the grantee, subgrantee, contractor, or subcontractor must perform/provide the following. The grantee, subgrantee, contractor, or subcontractor shall check each to verify completion/submission:

- ☒ Enroll and participate in the E-Verify federal work authorization program (Website: http://www.dhs.gov/xprevprot/programs/gc_1185221678150.shtm; Phone: 888-464-4218; Email: e-verify@dhs.gov) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein; AND
- ☒ Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify federal work authorization program. Documentation shall include a page from the E-Verify Memorandum of Understanding (MOU) listing the grantee's, subgrantee's, contractor's, or subcontractor's name and the MOU signature page completed and signed, at minimum, by the grantee, subgrantee, contractor or subcontractor and the Department of Homeland Security - Verification Division; (if the signature page of the MOU lists the grantee's, subgrantee's, contractor's or subcontractor's name, then no additional pages of the MOU must be submitted); AND
- ☒ Submit a completed, notarized Affidavit of Work Authorization provided on the next page of this Exhibit.

EXHIBIT A
(Continued)**AFFIDAVIT OF WORK AUTHORIZATION:**

The grantee, subgrantee, contractor or subcontractor who meets the section 285.525, RSMo definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now Kelly Turner (Name of Business Entity Authorized Representative) as Vice President (Position/Title) first being duly sworn on my oath, affirm Olsson Associates (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to _____ (Bid/Grant/Subgrant/Contract/Subcontract) for the duration of the grant, subgrant, contractor, or subcontract, if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that Olsson Associates (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services related to _____ (Bid/Grant/Subgrant/Contract/Subcontract) for the duration of the grant, subgrant, contract, or subcontract, if awarded.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

[Signature]
Authorized Representative's Signature

KELLY V. TURNER
Printed Name

VICE PRESIDENT
Title

8/19/2014
Date

Subscribed and sworn to before me this _____ of _____, I am
(DAY) (MONTH, YEAR)
commissioned as a notary public within the County of _____, State of
(NAME OF COUNTY)
_____, and my commission expires on _____
(NAME OF STATE) (DATE)

Signature of Notary

Date

Company ID Number: 37287

THE E-VERIFY PROGRAM FOR EMPLOYMENT VERIFICATION
MEMORANDUM OF UNDERSTANDING

ARTICLE I

PURPOSE AND AUTHORITY

This Memorandum of Understanding (MOU) sets forth the points of agreement between the Social Security Administration (SSA), the Department of Homeland Security (DHS) and Olsson Associates (Employer) regarding the Employer's participation in the Employment Eligibility Verification Program (E-Verify). E-Verify is a program in which the employment eligibility of all newly hired employees will be confirmed after the Employment Eligibility Verification Form (Form I-9) has been completed.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note).

ARTICLE II

FUNCTIONS TO BE PERFORMED

A. RESPONSIBILITIES OF THE SSA

1. Upon completion of the Form I-9 by the employee and the Employer, and provided the Employer complies with the requirements of this MOU, SSA agrees to provide the Employer with available information that allows the Employer to confirm the accuracy of Social Security Numbers provided by all newly hired employees and the employment authorization of U.S. citizens.
2. The SSA agrees to provide to the Employer appropriate assistance with operational problems that may arise during the Employer's participation in the E-Verify program. The SSA agrees to provide the Employer with names, titles, addresses, and telephone numbers of SSA representatives to be contacted during the E-Verify process.
3. The SSA agrees to safeguard the information provided by the Employer through the E-Verify program procedures, and to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security Numbers and for evaluation of the E-Verify program or such other persons or entities who may be authorized by the SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).
4. SSA agrees to establish a means of automated verification that is designed (in conjunction with DHS's automated system if necessary) to provide confirmation or tentative nonconfirmation of U.S. citizens' employment eligibility and accuracy of SSA records for both citizens and aliens within 3 Federal Government work days of the initial inquiry.

Company ID Number: 37287

5. SSA agrees to establish a means of secondary verification (including updating SSA records as may be necessary) for employees who contest SSA tentative nonconfirmations that is designed to provide final confirmation or nonconfirmation of U.S. citizens' employment eligibility and accuracy of SSA records for both citizens and aliens within 10 Federal Government work days of the date of referral to SSA, unless SSA determines that more than 10 days may be necessary. In such cases, SSA will provide additional verification instructions.

B. RESPONSIBILITIES OF THE DEPARTMENT OF HOMELAND SECURITY

1. Upon completion of the Form I-9 by the employee and the Employer and after SSA verifies the accuracy of SSA records for aliens through E-Verify, DHS agrees to provide the Employer access to selected data from DHS's database to enable the Employer to conduct:

- Automated verification checks on newly hired alien employees by electronic means, and
- Photo verification checks (when available) on newly hired alien employees.

2. DHS agrees to provide to the Employer appropriate assistance with operational problems that may arise during the Employer's participation in the E-Verify program. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.

3. DHS agrees to provide to the Employer a manual (the E-Verify Manual) containing instructions on E-Verify policies, procedures and requirements for both SSA and DHS, including restrictions on the use of E-Verify. DHS agrees to provide training materials on E-Verify.

4. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in the E-Verify program. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, and U.S. Department of Justice.

5. DHS agrees to issue the Employer a user identification number and password that permits the Employer to verify information provided by alien employees with DHS's database.

6. DHS agrees to safeguard the information provided to DHS by the Employer, and to limit access to such information to individuals responsible for the verification of alien employment eligibility and for evaluation of the E-Verify program, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security Numbers and employment eligibility, to enforce the Immigration and Nationality Act and federal criminal laws, and to ensure accurate wage reports to the SSA.

7. DHS agrees to establish a means of automated verification that is designed (in conjunction with SSA verification procedures) to provide confirmation or tentative nonconfirmation of employees' employment eligibility within 3 Federal Government work days of the initial inquiry.

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8. DHS agrees to establish a means of secondary verification (including updating DHS records as may be necessary) for employees who contest DHS tentative nonconfirmations and photo non-match tentative nonconfirmations that is designed to provide final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

C. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the notices supplied by DHS in a prominent place that is clearly visible to prospective employees.

2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted regarding E-Verify.

3. The Employer agrees to become familiar with and comply with the E-Verify Manual.

4. The Employer agrees that any Employer Representative who will perform employment verification queries will complete the E-Verify Tutorial before that individual initiates any queries.

- A. The employer agrees that all employer representatives will take the refresher tutorials initiated by the E-Verify program as a condition of continued use of E-Verify.
- B. Failure to complete a refresher tutorial will prevent the employer from continued use of the program.

5. The Employer agrees to comply with established Form I-9 procedures, with two exceptions:

- If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2 (b) (1) (B)) can be presented during the Form I-9 process to establish identity).
- If an employee presents a DHS Form I-551 (Permanent Resident Card) or Form I-766 (Employment Authorization Document) to complete the Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The employer will use the photocopy to verify the photo and to assist the Department with its review of photo non-matches that are contested by employees. Note that employees retain the right to present any List A, or List B and List C, documentation to complete the Form I-9. DHS may in the future designate other documents that activate the photo screening tool.

6. The Employer understands that participation in E-Verify does not exempt the Employer from the responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, except for the following modified requirements applicable by reason of the Employer's participation in E-Verify: (1) identity documents must have photos, as described in paragraph 5 above; (2) a

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rebuttable presumption is established that the Employer has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of any individual if it obtains confirmation of the identity and employment eligibility of the individual in compliance with the terms and conditions of E-Verify ; (3) the Employer must notify DHS if it continues to employ any employee after receiving a final nonconfirmation, and is subject to a civil money penalty between \$500 and \$1,000 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) the Employer is subject to a rebuttable presumption that it has knowingly employed an unauthorized alien in violation of section 274A(a)(1)(A) if the Employer continues to employ any employee after receiving a final nonconfirmation; and (5) no person or entity participating in E-Verify is civilly or criminally liable under any law for any action taken in good faith on information provided through the confirmation system. DHS reserves the right to conduct Form I-9 compliance inspections during the course of E-Verify, as well as to conduct any other enforcement activity authorized by law.

7. The Employer agrees to initiate E-Verify verification procedures within 3 Employer business days after each employee has been hired (but after both sections 1 and 2 of the Form I-9 have been completed), and to complete as many (but only as many) steps of the E-Verify process as are necessary according to the E-Verify Manual. The Employer is prohibited from initiating verification procedures before the employee has been hired and the Form I-9 completed. If the automated system to be queried is temporarily unavailable, the 3-day time period is extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability. In all cases, the Employer must use the SSA verification procedures first, and use DHS verification procedures and photo screening tool only after the the SSA verification response has been given.

8. The Employer agrees not to use E-Verify procedures for pre-employment screening of job applicants, support for any unlawful employment practice, or any other use not authorized by this MOU. The Employer must use E-Verify for all new employees and will not verify only certain employees selectively. The Employer agrees not to use E-Verify procedures for re-verification, or for employees hired before the date this MOU is in effect. The Employer understands that if the Employer uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and the immediate termination of its access to SSA and DHS information pursuant to this MOU.

9. The Employer agrees to follow appropriate procedures (see Article III.B. below) regarding tentative nonconfirmations, including notifying employees of the finding, providing written referral instructions to employees, allowing employees to contest the finding, and not taking adverse action against employees if they choose to contest the finding. Further, when employees contest a tentative nonconfirmation based upon a photo non-match, the Employer is required to take affirmative steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

10. The Employer agrees not to take any adverse action against an employee based upon the employee's employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1 (1)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification to verify work authorization, a tentative nonconfirmation, or the finding of

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a photo non-match, does not mean, and should not be interpreted as, an indication that the employee is not work authorized. In any of the cases listed above, the employee must be provided the opportunity to contest the finding, and if he or she does so, may not be terminated or suffer any adverse employment consequences until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo non-match, then the Employer can find the employee is not work authorized and take the appropriate action.

11. The Employer agrees to comply with section 274B of the INA by not discriminating unlawfully against any individual in hiring, firing, or recruitment or referral practices because of his or her national origin or, in the case of a protected individual as defined in section 274B(a)(3) of the INA, because of his or her citizenship status. The Employer understands that such illegal practices can include selective verification or use of E-Verify, discharging or refusing to hire eligible employees because they appear or sound "foreign", and premature termination of employees based upon tentative nonconfirmations, and that any violation of the unfair immigration-related employment practices provisions of the INA could subject the Employer to civil penalties pursuant to section 274B of the INA and the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-7688 or 1-800-237-2515 (TDD).

12. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.

13. The Employer agrees that it will use the information it receives from the SSA or DHS pursuant to E-Verify and this MOU only to confirm the employment eligibility of newly-hired employees after completion of the Form I-9. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords) to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU.

14. The Employer acknowledges that the information which it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a (i) (1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)), and that any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

15. The Employer agrees to allow DHS and SSA, or their authorized agents or designees, to make periodic visits to the Employer for the purpose of reviewing E-Verify -related records, i.e., Forms I-9, SSA Transaction Records, and DHS verification records, which were created during the Employer's participation in the E-Verify Program. In addition, for the purpose of evaluating E-Verify, the Employer agrees to allow DHS and SSA or their authorized agents or designees, to interview it regarding its experience with E-Verify, to interview employees hired during E-Verify use concerning their experience with the pilot, and to make employment and E-Verify related records available to DHS and the SSA, or their designated agents or designees. Failure to comply with the terms of this paragraph may lead DHS to terminate the Employer's access to E-Verify.

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ARTICLE III

REFERRAL OF INDIVIDUALS TO THE SSA AND THE DEPARTMENT OF HOMELAND SECURITY

A. REFERRAL TO THE SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the tentative nonconfirmation.
2. The Employer will refer employees to SSA field offices only as directed by the automated system based on a tentative nonconfirmation, and only after the Employer records the case verification number, reviews the input to detect any transaction errors, and determines that the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security Number to SSA for verification again if this review indicates a need to do so. The Employer will determine whether the employee contests the tentative nonconfirmation as soon as possible after the Employer receives it.
3. If the employee contests an SSA tentative nonconfirmation, the Employer will provide the employee with a referral letter and instruct the employee to visit an SSA office to resolve the discrepancy within 8 Federal Government work days. The Employer will make a second inquiry to the SSA database using E-Verify procedures on the date that is 10 Federal Government work days after the date of the referral in order to obtain confirmation, or final nonconfirmation, unless otherwise instructed by SSA or unless SSA determines that more than 10 days is necessary to resolve the tentative nonconfirmation..
4. The Employer agrees not to ask the employee to obtain a printout from the Social Security Number database (the Numident) or other written verification of the Social Security Number from the SSA.

B. REFERRAL TO THE DEPARTMENT OF HOMELAND SECURITY

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must print the tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the tentative nonconfirmation.
2. If the Employer finds a photo non-match for an alien who provides a document for which the automated system has transmitted a photo, the employer must print the photo non-match tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the finding.
3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation received from DHS automated verification process or when

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the Employer issues a tentative nonconfirmation based upon a photo non-match. The Employer will determine whether the employee contests the tentative nonconfirmation as soon as possible after the Employer receives it.

4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will provide the employee with a referral letter and instruct the employee to contact the Department through its toll-free hotline within 8 Federal Government work days.

5. If the employee contests a tentative nonconfirmation based upon a photo non-match, the Employer will provide the employee with a referral letter to DHS. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.

6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo non-match, the Employer will send a copy of the employee's Form I-551 or Form I-766 to DHS for review by:

- Scanning and uploading the document, or
- Sending a photocopy of the document by an express mail account (furnished and paid for by DHS).

7. The Employer understands that if it cannot determine whether there is a photo match/non-match, the Employer is required to forward the employee's documentation to DHS by scanning and uploading, or by sending the document as described in the preceding paragraph, and resolving the case as specified by the Immigration Services Verifier at DHS who will determine the photo match or non-match.

ARTICLE IV

SERVICE PROVISIONS

The SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access the E-Verify System, an Employer will need a personal computer with Internet access.

ARTICLE V

PARTIES

This MOU is effective upon the signature of all parties, and shall continue in effect for as long as the SSA and DHS conduct the E-Verify program unless modified in writing by the mutual consent of all parties, or terminated by any party upon 30 days prior written notice to the others. Any and all system enhancements to the E-Verify program by DHS or SSA, including but not limited to the E-Verify checking against additional data sources and instituting new verification procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes. DHS agrees to train employers on all changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify manual. Even

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without changes to E-Verify, the Department reserves the right to require employers to take mandatory refresher tutorials.

Termination by any party shall terminate the MOU as to all parties. The SSA or DHS may terminate this MOU without prior notice if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established procedures or legal requirements. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as they may determine.

Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.

Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.

The employer understands that the fact of its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to, Congressional oversight, E-Verify publicity and media inquiries, and responses to inquiries under the Freedom of Information Act (FOIA).

The foregoing constitutes the full agreement on this subject between the SSA, DHS, and the Employer.

The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively.

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify Operations at 888-464-4218.

Employer Olsson Associates

Name (Please type or print)

Title

Signature

Date

Department of Homeland Security – Verification Division

Company ID Number: 37287

USCIS Verification Division

Name (Please type or print)

Title

Electronically Signed

12/13/2006

Signature

Date

Company ID Number: 37287

**INFORMATION REQUIRED
FOR THE E-VERIFY PROGRAM**

Information relating to your Company:

Company Name: Olsson Associates

Company Facility Address: 1111 Lincoln Mall, Suite 111
Lincoln, NE 68508

Company Alternate Address: PO Box 84608
Lincoln, NE 68501

County or Parish: LANCASTER

Employer Identification Number: 47078176

North American Industry
Classification Systems Code: 541330

Parent Company: Olsson Associates

Number of Employees: 500 to 999 Number of Sites Verified for: 21

Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State.

• ARIZONA	3 site(s)
• MISSOURI	2 site(s)
• COLORADO	3 site(s)
• NEBRASKA	9 site(s)
• KANSAS	1 site(s)
• IOWA	2 site(s)
• MINNESOTA	1 site(s)

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name:	Stephanie L Florez		
Telephone Number:	(602) 748 - 1000 ext. 4352	Fax Number:	(602) 748 - 1001
E-mail Address:	sflorez@oaconsulting.com		

Company ID Number: 37287

without changes to E-Verify, the Department reserves the right to require employers to take mandatory refresher tutorials.

Termination by any party shall terminate the MOU as to all parties. The SSA or DHS may terminate this MOU without prior notice if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established procedures or legal requirements. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as they may determine.

Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.

Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.

The employer understands that the fact of its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to, Congressional oversight, E-Verify publicity and media inquiries, and responses to inquiries under the Freedom of Information Act (FOIA).

The foregoing constitutes the full agreement on this subject between the SSA, DHS, and the Employer.

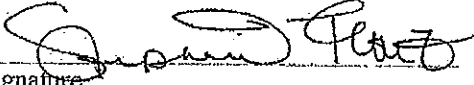
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To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify Operations at 888-464-4218.

Employer Olsson Associates

Stephanie Florez
Name (Please type or print)

Human Resources
Title


Signature

12-13-2006
Date

Department of Homeland Security -- Verification Division



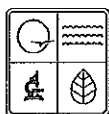
AGENDA ITEM #9

Discussion/Vote for the approval to proceed with a DNR grant for Source Water Protection Development.

This is for security fencing around the Meadows Water Tower.

This is an 80/20 match of \$18,250.00.

The City would be responsible for \$3000.00.



MISSOURI DEPARTMENT OF NATURAL RESOURCES
WATER PROTECTION PROGRAM
**APPLICATION FOR SOURCE WATER PROTECTION DEVELOPMENT
AND IMPLEMENTATION GRANT**

1. APPLICANT INFORMATION

PUBLIC WATER SYSTEM NAME

City of Willard

PUBLIC WATER SYSTEM ID

5010860

PUBLIC WATER SYSTEM OFFICE PHONE NUMBER WITH AREA CODE

417 742-3033

PUBLIC WATER SYSTEM D-U-N-S NUMBER

091357616

PUBLIC WATER SYSTEM FAX NUMBER WITH AREA CODE

417 742-3080

PUBLIC WATER SYSTEM PRIMARY ADDRESS

224 W Jackson

PUBLIC WATER SYSTEM E-MAIL (IF AVAILABLE)

develop@cityofwillard.org

U.S. CONGRESSIONAL DISTRICT

7th

MISSOURI HOUSE DISTRICT

139th

MISSOURI SENATE DISTRICT

20th

2. PROJECT MANAGEMENT INFORMATION

PROJECT TITLE

Source Water Initiative Phase 3 Identified Action Plan

PROJECT MANAGER NAME

Randy Brown

PROJECT MANAGER TITLE

Director of Development

PRIMARY PHONE NUMBER WITH AREA CODE

(417) 742-5308

SECONDARY PHONE NUMBER WITH AREA CODE

(417) 742-5304

FAX NUMBER WITH AREA CODE

(417) 742-3080

E-MAIL

develop@cityofwillard.org

PROJECT START DATE (ANTICIPATED)

PROJECT END DATE (ANTICIPATED)

3. DETAILED PROJECT DESCRIPTION

PROJECT OVERVIEW

The City of Willard is committed to protecting its source water by continuing efforts to implement the Source Water Protection Plan. One of the identified action goals of the approved Willard Source Water Protection Plan is to provide security fencing around all Municipal owned source water sites.

PRIMARY GOALS, OBJECTIVES, AND TASKS

To mitigate against the threat of theft, vandalism and terrorism security fencing will be installed around the perimeter of the property that houses the wellhead, electric controls, chemicals and storage facility.

4. PROJECT BUDGET

Expense Item	Grant Funds	Matching Funds	Total
Public Water System Staff Time/Volunteer Services (Specify)			
Labor for Utility locates and coordination of other utilities		\$ 400.00	
Labor to monitor and maintain silt fence		\$ 400.00	
Labor to install signage		\$ 200.00	\$ 1000.00
Material/Supply Costs (Specify)			
signs and post	\$ 200.00	\$ 0.00	
fencing materials and labor	\$ 15,000.00	\$ 0.00	
in kind cash contribution	\$ 0.00	\$ 2000.00	\$ 17,200.00
Contractual/Implementation Costs (Specify)			
advertisement	\$ 50.00	\$ 0.00	
	\$ 0.00	\$ 0.00	
	\$ 0.00	\$ 0.00	\$ 50.00
Incentives (Specify)			
	\$ 0.00	\$ 0.00	
	\$ 0.00	\$ 0.00	
	\$ 0.00	\$ 0.00	\$ 0.00
Other (Specify)			
	\$ 0.00	\$ 0.00	
	\$ 0.00	\$ 0.00	
	\$ 0.00	\$ 0.00	\$ 0.00
Totals	\$ 15,250.00	\$ 3000.00	\$ 18,250.00
Match Percentage = 19.67 %			

5. SIGNATURES

To the best of my knowledge, all the data in this application is true and correct. The documentation has been duly authorized by the governing body of the applicant. As the authorizing representative I attest that I have read the required documents and assure that I can and will comply with all requirements and conditions of this grant if awarded.

PRIMARY APPLICANT ORGANIZATION

PUBLIC WATER SYSTEM ID

City of Willand

501-0860

NAME AND TITLE OF AUTHORIZED ORGANIZATION REPRESENTATIVE

SIGNATURE

DATE

NAME AND TITLE OF PROJECT MANAGER

SIGNATURE

DATE

Randy Brown Director of Development

Randy Brown

8-18-14

6. INSTRUCTIONS FOR SUBMITTING GRANT APPLICATION

The completed grant application must be submitted to the Missouri Department of Natural Resources' Public Drinking Water Branch at the following address:

MISSOURI DEPARTMENT OF NATURAL RESOURCES, WATER PROTECTION PROGRAM, PUBLIC DRINKING WATER BRANCH, ATTN: SOURCE WATER PROTECTION COORDINATOR, P.O. BOX 176, JEFFERSON CITY, MO 65102-0176

Phone: 573-751-5331 or 800-361-4827 FAX: 573-751-3110

-----FOR PUBLIC DRINKING WATER BRANCH USE ONLY-----

DATE RECEIVED:

REVIEWER COMMENTS:

IS THE APPLICATION COMPLETE?



AGENDA ITEM #10

Ordinance to accept the 2014 Budget Amendment. (1st and 2nd Reading).
Discussion/Vote.

AN ORDINANCE

AN ORDINANCE TO AUTHORIZE PASSAGE, ENFORCEMENT AND UTILIZATION OF
THE 2014 BUDGET AMENDMENT.

FIRST READING: 08-25-14

SECOND READING: 08-25-14

BILL NO.

ORDINANCE NO.

AN ORDINANCE

AN ORDINANCE TO AUTHORIZE PASSAGE, ENFORCEMENT AND UTILIZATION OF THE 2014 BUDGET AMENDMENT.

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

SECTION 1: That the 2014 Budget Amendment is attached to this Ordinance and is incorporated herein by specific reference thereto as if fully set forth herein.

SECTION 2: The 2014 Budget Amendment is adopted as the 2014 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 TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI ON THE 25th DAY OF August, 2014.

Approved as to form: _____
Ken Reynolds, City Attorney

Attested by:

Approved by:

Dale Duvall, City Clerk

Wendell Forshee, Mayor

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

DAVID ROGGENSEES

DAVID LARIMORE

MEREDITH REAVES

MICHAEL BARR

DON LEE

BRADLEY MOWELL

2014 AMENDED BUDGET

GENERAL FUND

Revenues

For the fiscal year of 2014 there have been increases in construction and the purchase of building permits. At this time the new hardware store should be opening in the fall plus the new larger Dollar Store will help increase the sales tax base.

- After looking at the sales tax and capital improvements ordinance, the taxes will be redistributed from the previous distribution to follow the distribution as determined by the ordinance. (See attached ordinance). See the attached Sales, Use, and Capital Improvements spreadsheet. The ordinance lists the tax the City received and the breakdown to show the correct account to record it on the financial statements.
- The capital improvements tax 500798828 was originally supposed to be set as a reserve for capital improvements. This tax will be distributed to the correct account on the financial statements. The sales tax was originally split between General Fund and Parks. According to the ordinance the purpose of the tax was for funding of capital improvements to municipal infrastructure, and facilities including park and recreation facilities.

General Fund Expense

- The expenses have increased in legal expense and office supplies expense. Supplies and vehicle expense have decreased.
- The salaries have remained level (see attached salary document). The salaries include the Mayor, City Administrator, CFO, City Clerk, Financial Officer, Finance Clerk, and funds for a consultant. A portion of the salaries are distributed to other departments to reflect time spent working on the various department issues.
- Capital improvements include retention and server software. It also includes the expense for the electric in Jackson Street Park for the 4th of July event. (See attached list for capital improvements).

Public Safety

- The police budget should be one of the highest priorities considering the ongoing crime around Springfield and surrounding areas. A new line item "Supplies-small equip" to provide needed equipment to protect officers. This will include vests, handcuffs, bullets for practice, and other items crucial to help with the training and protection of the Willard police officers.
- The salaries include Chief of Police, Sergeant, Corporal, Sr Patrol Officer, five (5) Police Officers, Administrative Assistant, Administrative Office Clerk, and several police officer reserves.
- Capital improvements include radio and computer replacement, security system for police station, and a 2nd car payment on the vehicle purchased last year.

Streets

- The street budget includes the micro-paving of Jackson Street. The public improvement includes sidewalk improvements which will be matched partially with grants. The street light expense has increased over the past several years.
- The capital improvements include a salt spreader and a used truck.
- The salaries have not changed from the original budget.

Planning and Development

- The professional fees include update of the comprehensive plan.
- The growth of Willard is dependent on development of the city and future improvement needs to be considered for the 2015 Budget.

- Additional funds of \$1500.00 has been added to the training expense.
- Capital improvements include a Laptop and software to improve efficiency in the field.

Emergency Management

- The Emergency Management Department has a contract with Greene County Office of Emergency Management which is included in the Contract Labor account.
- Salary was allocated to cover hours spent by Donna Gordon (Administrative Assistant) with the police station as acting Emergency Manager.

Summary

The General Fund projection is to increase the investment funds \$77,000 of which \$45,000 of these funds will be set aside for future capital improvements.

WATER AND SEWER FUND

Water

Revenue

- In 2014 there is an increase in customers which has increased the sales compared to last year.
- Revenue for Water Sales have increased and revenue for Trash has increased.
- A rate study needs to be considered for the water and trash.
- Trash sales have a very slim margin over actual expense.

Expense

- The water rate is not keeping up with the expense to maintain the infrastructure and a study needs to be scheduled before the end of the year to determine if there is a need to increase the water rates to cover future maintenance of the water system.
- Rent has been separated from the Office Supplies category in order to track the rent expense.
- Salary expense has decreased with new staff starting at lower rates.
- An additional Utility Service Supervisor has been added, but with the lower rates paid to new employees this resulted in the budget for salaries remaining the same.
- The salary include a Utility Services Supervisor, three (3) utility clerks, Director of Public Works, two (2) supervisors, six (6) full time utility maintenance workers and one (1) seasonal worker.
- The interest expense for the COP not included in the original budget has been added.
- Capital improvements include 450 new meters to continue to plan to have handheld reads on all meters. Two (2) chlorinators for the wells, a fence around the north well, and utility software (Incode) to move forward on the conversion to integrated software.

Sewer

Revenue

- Sewer revenues have stayed constant compared to last year's revenues.

Expense

- The City of Springfield increased sewer charges in July. The city of Springfield plans on increasing the sewer charges about four (4) percent increase per year.
- The 2012 rate increase has absorbed the Springfield rate increase at this time.
- The telephone and rent have been separated to a new line item to help track the expense.
- Professional expenses have decreased, but supplies and repairs/maintenance expenses have increased.
- Salary expense includes the new Utility Service Supervisor.

- The interest expense for the COP not included in the original budget has been added.
- Capital improvements include Lift Station upgrades, a Waste Water Grant Master Plan, Lagoon maintenance, Manhole rehab, rebuilding of two (2) Lift Station pumps, sewer line rehab and utility software (Incode).

Summary

The Water Department will use \$3000.00 of reserves to make the capital improvements needed to go forward with the water meter project. The Sewer Department will use \$214,135 of reserves to go forward with the sewer capital improvements. The Parks Department will pay \$20,000 to Water/Sewer for the loan from the Water/ Sewer Department.

PARKS FUND

Revenue

- The Youth program revenue has increased and 4th of July event almost doubled in revenue.
- The sales tax and capital use tax requires reallocation after determining the Ordinances state how the taxes should be distributed.

Expense

- The Parks replaced a defective air conditioner that increased building and maintenance expenses. Several expenses are projected to be lower than the original budget projected.
- Salaries include Director of Community Services, Operation Coordinator, two (2) Recreational Specialist, two (2) maintenance and landscape employees, and \$140,000 for all seasonal employees.
- Capital improvements include a tractor for mowing.

Summary

The Parks Department will require \$70,000 from the reserve fund and it is projected that the General Fund will need to transfer \$100,000 to cover capital improvements and expenses.

All Department Summary

All departments need to increase reserve accounts balances and in the next few years all capital improvements should be on a three to five year plan.

City of Willard

2014 BUDGET

General Fund						
		2014 Amended 8/25/14 Budget	2014 Budget	2013 Actual	2012 Actual	2011 Actual
Acct #	Revenues					
1-600	Asset Sales	0.00	0.00	0.00	0.00	0.00
1-605	Building Permits	30,000.00	20,000.00	29,540.58	19,732.20	20,337.00
1-610	Cable TV Franchise	16,000.00	16,000.00	15,751.88	14,332.28	15,152.00
1-620	County Road & Bridge	28,200.00	28,200.00	29,186.22	27,396.79	27,380.00
1-625	DARE	0.00	0.00	0.00	0.00	0.00
1-630	Electric Franchise	230,000.00	230,000.00	229,880.28	223,695.04	224,012.00
1-650	Gas Franchise	55,000.00	55,000.00	39,059.21	33,873.19	44,906.00
1-660	Grant Revenues	200,000.00	208,000.00	19,813.25	10,378.76	8,194.00
1-670	Interest Income	1,000.00	630.00	1,143.08	445.51	1,500.00
1-675	LEST	23,750.00	23,750.00	38,269.47	55,324.00	21,769.00
1-680	Merchants Licenses	5,500.00	5,400.00	5,514.50	5,789.00	5,039.00
1-690	Miscellaneous	2,000.00	1,500.00	13,613.13	8,248.65	24,201.00
1-695	Mobile Phone Lease	89,000.00	68,000.00	57,317.03	52,503.85	47,917.00
1-700	Motor Vehicle Taxes	187,000.00	187,000.00	167,813.25	194,036.32	121,015.00
1-710	Planning & Zoning	2,400.00	2,400.00	1,196.70	716.50	2,660.00
1-720	Real Estate Taxes	181,900.00	181,900.00	190,365.49	186,692.36	171,072.00
1-725	Recycle Center Income	500.00	500.00	0.00	624.45	318.00
1-730	Sales & Use Tax	400,000.00	456,000.00	315,692.53	427,506.66	413,061.00
1-731	Sales Tax - Cap Improv	195,000.00	70,000.00	253,187.17	49,456.53	0.00
1-735	State LET Acct	500.00	500.00	175.00	556.88	674.00
1-745	Trash Income	0.00	0.00	0.00	189,939.08	63,009.00
1-740	Traffic Court Fines	55,000.00	75,000.00	81,182.59	76,817.29	66,388.00
1-742	Other Fines	20,000.00	0.00	0.00	0.00	0.00
1-743	Law Other Income	2,000.00	0.00	0.00	0.00	0.00
1-765	Veterans Memorial	1,000.00	1,000.00	680.00	13,102.08	0.00
1-750	Transfer IN/Out	0.00	0.00	-197,000.00	0.00	0.00
		1,725,750.00	1,630,780.00	1,292,381.36	1,591,167.42	1,278,604.00

General City Gov't						
		2014 Amended 8/25/14 Budget	2014 Budget	2013 Actual	2012 Actual	2011 Actual
General City Government						
Acct #	Supplies/Services					
1-800	Advertising	2,000.00	1,600.00	2,252.00	1,698.84	1,078.00
1-805	Audit Fee	11,300.00	11,300.00	25,437.90	4,510.62	21,960.00
1-825	Contract Labor	500.00	500.00	2,055.46	110.00	9,468.00
1-840	Dues/Subscriptions	4,900.00	4,900.00	6,153.23	4,210.75	2,327.00
1-845	Election Expense	3,000.00	2,600.00	3,163.35	2,004.00	6,568.00
1-865	Insurance	17,500.00	17,500.00	16,035.47	27,363.40	27,014.00
1-875	Legal	30,000.00	18,000.00	14,483.84	15,225.95	28,740.00
1-880	Miscellaneous	500.00	1,000.00	212.91	0.00	0.00
1-876	Professional	20,000.00	20,000.00	26,899.57	41,998.68	20,474.00
1-885	Office Supplies	18,000.00	10,000.00	17,579.09	14,668.35	10,200.00
1-900	Repairs/Maint	1,000.00	1,000.00	3,156.18	3,598.39	1,926.00
1-935	Supplies	1,500.00	4,500.00	3,110.18	4,437.41	11,879.00
1-940	Telephone	8,500.00	8,500.00	12,625.63	14,665.87	13,611.00
1-945	Travel/Training	4,700.00	4,700.00	3,540.23	7,277.37	4,802.00
1-955	Utilities - Electric	4,400.00	4,400.00	4,198.71	4,627.36	4,888.00
1-958	Utilities - Gas	1,700.00	1,700.00	1,217.13	509.65	1,555.00
1-959	Utilities - Other	1,500.00	1,000.00	1,411.85	1,250.86	724.00
1-960	Vehicle Expense - Gas	500.00	1,300.00	1,615.14	1,272.66	1,393.00
1-965	Vehicle Expense - Other	500.00	1,000.00	0.00	50.49	10.00
1-970	Veterans Memorial	1,500.00	2,500.00	2,617.81	3,079.04	0.00
		133,500.00	118,000.00	147,765.68	152,559.69	168,617.00
	Capital Expenditures					
1-810	Capital Improvements	27,000.00	27,000.00	524.63	3,224.96	6,132.00
		0.00	0.00	524.63	3,224.96	6,132.00
		27,000.00	27,000.00			
	Personnel					
1-890	Payroll Taxes	7,000.00	7,000.00	8,698.17	6,095.84	6,770.00
1-910	Retirement	4,000.00	4,000.00	5,073.10	8,023.68	6,760.00
1-920	Salaries	85,000.00	85,000.00	114,725.76	80,732.70	88,200.00
1-860	Group Insurance	17,000.00	17,000.00	20,035.01	13,390.00	13,599.00
		113,000.00	113,000.00	148,532.04	108,242.22	115,329.00
		273,500.00	258,000.00	296,822.35	264,026.87	290,078.00

Acct #		2014 Amended 8/25/14 Budget	2014 Budget	2013 Actual	2012 Actual	2011 Actual
	Public Safety					
1-1870	Lease/Interest Payment	0.00	0.00	0.00	16,400.00	
	Supplies/Services					
1-1800	Advertising	100.00	100.00	14.00	98.00	0.00
1-1808	Building Expense	1,000.00	1,000.00	0.00	216.00	0.00
1-1825	Contract Labor	400.00	400.00	832.57	0.00	5.00
1-1835	DARE	2,000.00	2,000.00	999.99	949.39	0.00
1-1840	Dues/Subscriptions	1,500.00	500.00	515.00	425.00	300.00
1-1865	Insurance	31,000.00	31,000.00	28,590.39	29,017.67	24,668.00
1-1875	Legal	20,000.00	20,000.00	37,399.84	14,902.04	16,784.00
1-1876	Professional	15,000.00	15,000.00	8,807.58	28,527.46	14,532.00
1-1885	Office Expense	6,000.00	6,000.00	7,743.46	7,094.40	3,625.00
1-1900	Repairs/Maintenance	2,500.00	2,500.00	1,390.86	2,225.53	3,217.00
1-1935	Supplies	8,000.00	8,500.00	5,805.46	8,037.00	6,734.00
1-1937	Supplies-Small Equip	7,000.00	0.00	0.00	0.00	0.00
1-1940	Telephone	10,000.00	12,000.00	10,840.19	11,391.08	13,441.00
1-1945	Travel/Training	6,000.00	6,000.00	5,198.42	3,856.10	2,925.00
1-1955	Utilities - Electric	5,000.00	5,000.00	4,061.68	3,901.14	4,290.00
1-1958	Utilities - Gas	3,500.00	2,500.00	2,698.63	45.12	2,440.00
1-1959	Utilities - Other	1,000.00	2,500.00	457.87	2,607.80	655.00
1-1960	Vehicle Expense- Gas	35,000.00	42,000.00	31,419.30	25,430.87	27,959.00
1-1965	Vehicle Expense - Other	10,000.00	17,000.00	17,140.73	10,389.87	15,984.00
		165,000.00	174,000.00	163,915.97	149,114.47	137,559.00
	Personnel					
1-1860	Group Insurance	54,500.00	54,500.00	44,655.27	46,253.25	46,951.00
1-1910	Retirement	15,450.00	15,450.00	16,761.69	18,698.14	18,501.00
1-1838	Sheriffs Retirement Fund	1,000.00	0.00	564.00	0.00	0.00
1-1920	Salaries	386,500.00	386,000.00	346,525.92	374,029.53	407,240.00
1-1925	Salaries - Overtime	2,500.00	2,500.00	1,394.52	0.00	0.00
1-1950	Uniforms	6,500.00	6,800.00	5,337.78	5,430.00	6,589.00
1-1890	Payroll Taxes	31,000.00	29,750.00	26,739.67	28,701.58	31,154.00
		497,450.00	495,000.00	441,978.85	473,112.50	510,435.00
	State Funds					
1-1830	CVC Fees Paid	4,400.00	4,400.00	4,798.23	3,978.93	4,030.00
1-1833	Court Automation Fees	4,400.00	4,400.00	4,710.74	3,906.39	3,915.00
1-1828	POST Fund	950.00	950.00	672.94	558.05	565.00
		9,750.00	9,750.00	10,181.91	8,443.37	8,510.00
	Capital Expenditures					
1-1810	Capital Improvements	38,900.00	38,900.00	57,567.15	18,458.23	1,760.00
		38,900.00	38,900.00	57,567.15	18,458.23	1,760.00
		711,100.00	717,650.00	673,643.88	647,070.34	656,504.00

		2014 Amended 8/25/14 Budget	2014 Budget	2013 Actual	2012 Actual	2011 Actual
	Streets					
Acct #	Supplies/Services					
1-2800	Advertising	0.00	0.00	312.00	0.00	0.00
1-2825	Contract Labor	500.00	500.00	0.00	23.16	2,190.00
1-2865	Insurance	9,000.00	9,000.00	2,748.81	10,128.21	3,937.00
1-2895	Paving	100,000.00	100,000.00	11,820.00		
1-2897	Public Improvements	250,000.00	250,000.00	6,166.58	26,434.23	7,993.00
1-2898	Recycle Ctr Expense	2,000.00	3,000.00	1,657.31	2,500.00	0.00
1-2900	Repairs/Maintenance	2,500.00	2,000.00	601.60	1,508.73	158.00
1-2930	Street Lights	68,000.00	68,000.00	56,546.20	55,550.12	40,929.00
1-2935	Supplies	12,000.00	12,000.00	11,724.82	9,109.46	12,317.00
1-2945	Travel/Training	0.00	0.00	765.00	150.00	0.00
1-2940	Trash Expense	0.00	0.00	0.00	182,544.64	44,981.00
1-2950	Tree Maintenance	0.00	0.00	2,859.84	258.89	72.00
1-2955	Utilities - Electric	1,750.00	1,750.00	1,296.15	652.13	16,939.00
1-2958	Utilities - Gas	1,300.00	1,300.00	0.00	0.00	1,376.00
1-2959	Utilities - Other	0.00	0.00	0.00	756.57	1,899.00
1-2960	Vehicle Expense - Gas	3,000.00	6,000.00	127.16	1,085.93	10,857.00
1-2965	Vehicle Expense - Other	1,200.00	1,200.00	776.95	887.87	475.00
		451,250.00	454,750.00	97,402.42	291,589.94	144,123.00
	Personnel					
1-2860	Group Insurance	10,900.00	10,900.00	3,017.94	3,500.00	5,000.00
1-2890	Payroll Taxes	3,000.00	2,900.00	2,936.76	2,268.06	2,188.00
1-2910	Retirement	1,500.00	1,500.00	3,478.13	1,500.00	2,865.00
1-2920	Salaries	37,000.00	37,000.00	34,336.01	33,867.23	28,600.00
1-2925	Salaries - Overtime	1,000.00	1,000.00	0.00	0.00	0.00
		53,400.00	53,300.00	43,768.84	41,135.29	
						38,653.00
	Capital Expenditures					
1-2810	Capital Improvements	21,000.00	21,000.00	19,830.72	3,790.02	21,713.00
		21,000.00	21,000.00	19,830.72	3,790.02	
		525,650.00	529,050.00	161,001.98	332,725.23	182,776.00

		2014 Amended 8/25/14 Budget	2014 Budget	2013 Actual	2012 Actual	2011 Actual
	Planning & Zoning					
Acct #	Supplies/Services					
1-4800	Advertising	0.00	0.00	143.60	228.00	0.00
1-4825	Contract Labor	0.00	0.00	0.00	1,109.50	4,302.00
1-4840	Dues/Subscriptions	200.00	100.00	165.00	265.00	150.00
1-4876	Professional	18,000.00	20,000.00	534.00	1,929.91	781.00
1-4885	Office Supplies	500.00	500.00	462.94	532.14	114.00
1-4900	Repairs/Maint	250.00	250.00	0.00	0.00	250.00
1-4930	StormWater Planning	0.00	0.00	229.97	0.00	0.00
1-4940	Telephone	1,000.00	1,000.00	996.98	932.44	778.00
1-4945	Travel/Training	2,000.00	2,000.00	361.83	207.46	340.00
1-4960	Vehicle Exp - Gas	1,000.00	1,000.00	355.69	484.59	249.00
1-4965	Vehicle Exp - Other	500.00	500.00	48.98	94.61	2,214.00
		23,450.00	25,350.00	3,298.99	5,555.65	9,178.00
	Personnel					
1-4860	Group Insurance	5,500.00	5,500.00	4,954.35	3,789.49	2,806.00
1-4890	Payroll Taxes	3,000.00	2,450.00	3,852.09	2,840.84	3,761.00
1-4910	Retirement	2,500.00	1,260.00	2,775.67	2,187.16	2,007.00
1-4920	Salaries	38,500.00	31,500.00	50,355.00	27,139.70	49,160.00
		49,500.00	40,710.00	61,937.11	35,957.19	57,734.00
	Capital Expenditures					
1-4810	Capital Improvements	3,000.00	3,000.00	0.00	0.00	0.00
		3,000.00	3,000.00	0.00	0.00	0.00
		75,950.00	69,060.00	65,236.10	41,512.84	66,912.00

		2014 Amended 8/25/14 Budget	2014 Budget	2013 Actual	2012 Actual	2011 Actual
Emergency Management						
Acct #	Supplies/Services					
1-5825	Contract Labor	16,000.00	16,000.00	11,898.00	3,966.00	735.00
1-5840	Dues & Subscriptions	100.00	0.00	20.00	0.00	0.00
1-5876	Professional	0.00	0.00	7,932.00	0.00	0.00
1-5900	Repairs & Maintenance	1,000.00	0.00	1,923.20	0.00	0.00
1-5935	Supplies	2,200.00	1,000.00	0.00	12.95	700.00
1-5940	Telephone	500.00	1,000.00	0.00	107.75	484.00
1-5945	Travel/Training	1,500.00	500.00	345.68	0.00	251.00
1-5960	Vehicle Expense-Gas	0.00	500.00	39.32	149.94	
1-5965	Vehicle Expense-Other	0.00	0.00	30.00		
		21,300.00	19,000.00	22,188.20	4,236.64	1,435.00
	Personnel					
1-5890	Payroll Taxes	200.00	500.00	0.00	0.00	1,063.00
1-5920	Salaries	2,500.00	5,000.00	0.00	0.00	13,895.00
		2,700.00	5,500.00	0.00	0.00	14,958.00
		24,000.00	24,500.00	22,188.20	4,236.64	16,393.00

2014 Beginning Cash Balance	111,618.29
Investment Funds	137,109.54

Restricted Accts Projected Balance

Cap Improvement Fund	45,000.00
Judicial Education Fund	500.00
Drug Money Police Fund	656.00

2014 Income	1,725,750.00
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Total Revenue	1,725,750.00
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2014 Expenditures	1,610,200.00
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Transfer to Parks	100,000.00
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Total Expense	1,710,200.00
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2014 Projected Ending Cash Balance	50,000.00
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Investment Funds	214,277.83
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Water/Sewer Fund Budget 2014							
Water Fund							
Acct #			2014 Amended 8/11/14 Budget	2014 Budget	2013 Actual	2012 Actual	2011 Actual
	Revenues						
2-600	Asset Sales		0.00	0.00	0.00	0.00	0.00
2-660	COP Proceeds		0.00	0.00	59,498.71		
2-665	Grant Receipts		18,000.00	0.00	0.00	0.00	656.00
2-670	Interest Income		1,500.00	1,500.00	1,642.27	1,900.69	2,285.00
2-685	Meter Installations		5,000.00	5,000.00	1,950.00	3,000.00	8,945.00
2-690	Miscellaneous		5,000.00	5,000.00	18,252.45	2,628.15	19,569.00
2-705	Penalty Income		35,000.00	25,000.00	19,408.80	20,960.89	40,338.00
2-760	Trash Income		210,000.00	183,000.00	190,257.69	0.00	0.00
2-775	Water Sales-Comm		55,000.00	55,000.00	35,956.18	43,860.54	41,359.00
2-780	Water Sales-Resi		870,000.00	870,000.00	795,018.59	810,905.18	743,453.00
2-750	Transfers In Reserves		3,000.00	0.00	20,000.00	0.00	0.00
2-785	Customer Deposits		0.00	0.00	17,640.00	0.00	0.00
			1,202,500.00	1,144,500.00	1,159,624.69	883,255.45	856,605.00

Acct #	Water Cont. Expenses	2014 Amended 8/11/14 Budget	2014 Budget	2013 Actual	2012 Actual	2011 Actual
	Supplies/Services					
2-800	Advertising	100.00	500.00	1,093.00	850.50	786.00
2-805	Audit Expense	1,600.00	5,000.00	0.00	4,524.85	10,717.00
2-808	Bldg Maintenance	2,700.00	1,000.00	0.00	0.00	0.00
2-825	Contract Labor	1,000.00	1,000.00	2,055.47	5,959.50	3,731.00
2-840	Dues/Subscriptions	1,000.00	1,500.00	5,592.00	140.00	612.00
2-865	Insurance	25,000.00	25,000.00	24,501.99	18,215.66	18,180.00
2-875	Legal	1,000.00	500.00	0.00	468.33	623.00
2-880	Miscellaneous	0.00	0.00	945.00	0.00	0.00
2-876	Professional	40,000.00	50,000.00	74,850.28	67,021.43	25,297.00
2-885	Office Supplies	25,000.00	15,000.00	22,424.06	17,681.84	17,856.00
2-890	Rent	3,000.00	0.00	0.00	0.00	0.00
2-900	Repairs/Maintenance	28,000.00	30,000.00	11,432.17	75,538.76	103,951.00
2-935	Supplies (water)	50,000.00	30,000.00	42,320.18	54,847.18	91,270.00
2-940	Telephone	6,000.00	0.00	0.00	0.00	0.00
2-943	Trash Expense	200,000.00	175,000.00	186,347.41	0.00	0.00
2-945	Travel/Training	3,500.00	4,500.00	3,642.76	3,498.10	3,308.00
2-955	Utilities - Electric	82,000.00	82,000.00	86,504.08	81,830.04	67,483.00
2-959	Utilities - Other	4,000.00	6,000.00	7,540.72	5,892.82	3,533.00
2-960	Vehicle Exp - Gas	10,500.00	14,000.00	10,566.92	10,561.50	8,146.00
2-965	Vehicle Exp - Other	6,000.00	8,000.00	4,292.02	7,186.36	3,987.00
		490,400.00	449,000.00	484,108.06	354,216.87	359,480.00
	Capital Expenditures					
2-810	Capital Improvements	267,000.00	355,000.00	204,046.69	14,935.83	0.00
2-843	Equipment	8,250.00	18,250.00	0.00	172.49	0.00
		275,250.00	373,250.00	204,046.69	15,108.32	0.00
	Personnel					
2-860	Group Insurance	30,000.00	27,500.00	30,609.58	24,789.96	37,304.00
2-890	Payroll Taxes	26,000.00	26,000.00	15,149.91	15,898.96	15,021.00
2-910	Retirement	10,000.00	14,000.00	10,151.32	15,279.62	4,297.00
2-920	Salaries	270,000.00	311,250.00	197,558.38	206,284.08	196,349.00
2-925	Salaries - Overtime	6,000.00	2,500.00	995.95	0.00	0.00
		342,000.00	381,250.00	254,465.14	262,252.62	252,971.00
	Debt Service					
2-870	Interest Expense	55,580.00	28,175.00	73,770.02	67,425.01	41,272.00
2-970	Principal Payments	37,500.00	37,500.00	80,000.00	0.00	37,500.00
2-855	Fiscal Agent Fees	1,500.00	1,500.00	1,800.00	300.00	1,350.00
		94,580.00	67,175.00	155,570.02	67,725.01	80,122.00
				0.00		
		1,202,230.00	1,270,675.00	1,098,189.91	699,302.82	692,573.00

Sewer Fund						
Acct #	Revenues	2014 Amended 8/25/14 Budget	2014 Budget	2013 Actual	2012 Actual	2011 Actual
2-1600	Asset Sales	0.00	0.00	0.00	0.00	0.00
2-1595	Devel Lift St Fees	0.00	0.00	0.00	0.00	0.00
2-1670	Interest Income	1,500.00	1,500.00	1,042.25	689.90	657.00
2-1665	Hook-up Fees Rec'd	7,000.00	7,000.00	0.00	3,750.00	9,225.00
2-1705	Penalty Income	32,500.00	32,500.00	29,248.25	28,701.93	22,176.00
2-1735	Sewer Sales	1,250,000.00	1,250,000.00	1,258,955.32	1,127,545.20	927,379.00
2-1750	Transfer In Reserves	214,135.00	0.00	0.00	0.00	0.00
		1,505,135.00	1,291,000.00	1,289,245.82	1,160,687.03	959,437.00

Acct #	Sewer Cont .Expenses	2014 Amended 8/25/14 Budget	2014 Budget	2013 Actual	2012 Actual	2011 Actual
	Supplies/Services					
2-1800	Advertising	100.00	100.00	419.00	474.50	210.00
2-1805	Audit Expense	1,600.00	5,000.00	0.00	4,524.85	10,717.00
2-1808	Bldg Maintenance	2,700.00	750.00	42.15	0.00	0.00
2-1825	Contract Labor	1,000.00	1,500.00	2,055.47	5,484.49	2,338.00
2-1840	Dues/Subscriptions	1,000.00	1,000.00	747.00	140.00	3,562.00
2-1865	Insurance	18,000.00	18,000.00	20,830.12	12,438.06	12,400.00
2-1875	Legal	2,000.00	1,000.00	1,258.11	415.32	850.00
2-1876	Professional	15,000.00	45,000.00	14,065.92	36,088.60	10,054.00
2-1885	Office Supplies	18,000.00	18,000.00	26,844.73	16,361.23	16,535.00
2-890	Rent	3,000.00	0.00	0.00	0.00	0.00
2-1900	Repairs/Maintenance	20,000.00	10,000.00	25,523.46	15,944.84	53,020.00
2-1930	Spfd Sewer Chgs	435,000.00	437,000.00	419,487.46	339,968.97	296,280.00
2-1935	Supplies (sewer)	32,000.00	12,000.00	23,935.39	17,770.64	12,819.00
2-1940	Telephone	6,000.00	0.00	0.00	0.00	0.00
2-1945	Travel/Training	3,000.00	4,500.00	2,051.13	3,127.18	1,736.00
2-1955	Utilities - Electric	52,000.00	52,000.00	59,243.95	44,172.55	45,367.00
2-1959	Utilities - Other	5,000.00	10,000.00	17,969.76	6,851.32	11,723.00
2-1960	Vehicle Exp - Gas	10,000.00	13,500.00	11,631.78	10,451.18	8,867.00
2-1965	Vehicle Exp - Other	4,500.00	4,500.00	4,678.77	2,349.93	2,376.00
		629,900.00	633,850.00	630,784.20	516,563.66	488,854.00
	Capital Expenditures					
2-1810	Capital Improvements	377,500.00	375,000.00	27,131.77	14,915.12	0.00
2-1843	Equipment	8,250.00	18,250.00	0.00	0.00	0.00
		385,750.00	393,250.00	27,131.77	14,915.12	0.00
	Personnel					
2-1860	Group Insurance	30,000.00	27,500.00	26,900.35	20,786.79	12,487.00
2-1890	Payroll Taxes	19,000.00	18,000.00	12,701.28	13,763.59	15,021.00
2-1910	Retirement	10,000.00	10,000.00	8,989.00	14,210.76	4,297.00
2-1920	Salaries	232,000.00	231,750.00	165,543.46	178,369.95	196,349.00
2-1925	Salaries - Overtime	4,000.00	2,500.00	919.32	0.00	0.00
		295,000.00	289,750.00	215,053.41	227,131.09	228,154.00
	Debt Service					
2-1870	Interest Expense	70,485.00	36,500.00	56,728.75	67,825.01	98,449.00
2-1970	Principal Payments	117,500.00	117,500.00	120,000.00	0.00	57,500.00
2-1855	Fiscal Agent Fees	1,500.00	1,500.00	1,050.00	1,800.00	3,000.00
		189,485.00	155,500.00	177,778.75	69,625.01	158,949.00
	Miscellaneous					
2-1862	Hook-up Expense	5,000.00	5,000.00	0.00	0.00	2,500.00
		5,000.00	5,000.00	0.00	0.00	2,500.00
		1,505,135.00	1,477,350.00	1,050,748.13	828,234.88	878,457.00

Summary

2014 Beginning Cash Balance	159,351.30
Investment Funds	911,241.63
2014 Income	2,707,635.00
Park Payment Income	20,000.00
Total Revenue	2,727,635.00
2014 Expenses	2,707,365.00
Total Expenses	2,707,365.00
2014 Projected Ending Cash Balance	100,000.00
Investment Funds	873,727.93

City of Willard 2014 Budget						
Park Fund						
		2014 Amended 8/25/14 Budget	2014 Budget	2013 Actual	2012 Actual	2011 Actual
Acct #	Revenues					
3-595	Adult Programs	18,500.00	18,500.00	9,520.25	5,745.66	13,258.00
3-598	Advertising Income	30,000.00	30,000.00	15,952.00	14,430.56	14,980.00
3-600	Capital Asset Sales	0.00	0.00	0.00	0.00	0.00
3-625	Concession Income	45,000.00	45,000.00	32,520.55	30,912.87	36,307.00
3-650	Fourth of July	7,500.00	7,500.00	4,970.00	1,945.00	4,300.00
3-675	Grant Receipts	0.00	0.00	1,979.00	500.00	6,554.00
3-670	Interest Income	1,000.00	1,000.00	254.02	483.86	93.00
3-690	Misc Income	1,000.00	1,000.00	4,080.06	1,367.50	1,016.00
3-700	Mobile Phone Tower	12,500.00	12,500.00	12,410.56	12,156.55	9,923.00
3-710	Park Fees	2,500.00	2,500.00	0.00	500.00	1,000.00
3-720	Real Estate Taxes	56,000.00	56,000.00	38,776.65	39,041.15	51,551.00
3-723	Facility Income	45,000.00	45,000.00	34,726.47	33,459.50	30,586.00
3-725	Sales Tax	255,000.00	490,000.00	488,602.84	491,302.19	462,118.00
3-730	Sales Tax Capital Imp	175,000.00	120,000.00	36,883.35	156,778.82	176,426.00
3-740	Special Event Income	15,000.00	15,000.00	2,090.50	1,302.14	0.00
3-745	Swim Pool Income	100,000.00	100,000.00	64,987.34	87,496.17	103,152.00
3-755	Youth Programs	172,000.00	160,000.00	130,941.18	129,515.33	100,983.00
3-750	Transfers In Reserves	170,000.00	0.00	177,000.00	0.00	0.00
		1,106,000.00	1,104,000.00	1,055,694.77	1,006,937.30	1,012,247.00

Acct #	Expenses		2014 Amended 8/25/14 Budget	2014 Budget	2013 Actual	2012 Actual	2011 Actual
	Supplies/Services						
3-800	Advertising		2,000.00	1,000.00	1,073.59	2,413.00	538.00
3-808	Building Maint		13,000.00	1,000.00	597.23	674.07	450.00
3-815	Chemicals		8,000.00	8,000.00	10,253.33	9,998.60	6,497.00
3-825	Contract Labor		7,000.00	7,000.00	12,464.65	10,039.60	13,366.00
3-840	Dues & Subscriptions		900.00	0.00	95.00	58.75	0.00
3-845	Equipment-Sports		0.00	0.00	160.93	50.00	0.00
3-865	Insurance		34,500.00	34,500.00	34,188.72	28,390.00	23,299.00
3-871	Landscaping		1,000.00	1,000.00	631.03	170.97	1,285.00
3-872	Lease Payments		0.00	0.00	115,000.00	0.00	0.00
3-875	Legal		1,000.00	1,000.00	931.00	1,792.88	301.00
3-880	Miscellaneous		200.00	0.00	294.54	0.00	0.00
3-876	Professional		7,000.00	8,000.00	10,934.51	11,383.58	16,776.00
3-885	Office Supplies		6,000.00	6,000.00	7,949.41	5,108.41	5,047.00
3-900	Repairs & Maintenance		10,000.00	10,000.00	5,517.29	10,396.75	7,958.00
3-935	Supplies - General		6,000.00	6,000.00	9,531.08	6,521.07	16,254.00
3-936	Supplies - Sports		16,000.00	18,000.00	17,383.03	17,739.30	20,466.00
3-937	Supplies - Aquatic		7,000.00	8,000.00	12,988.50	6,572.95	6,980.00
3-939	Supplies - Grounds		500.00	500.00	1,689.17	769.04	1,176.00
3-940	Telephone		7,000.00	7,000.00	7,654.63	7,316.80	12,030.00
3-945	Travel & Training		2,000.00	2,000.00	1,819.44	432.75	1,187.00
3-949	Tree City USA		10,400.00	10,400.00	0.00	0.00	0.00
3-950	Turf Maintenance		500.00	500.00	0.00	666.49	1,000.00
3-955	Utilities - Electric		40,000.00	40,000.00	49,227.89	47,123.18	50,910.00
3-958	Utilities - Gas		6,000.00	6,000.00	3,095.09	1,222.22	5,114.00
3-959	Utilities - Other		5,000.00	2,500.00	4,037.73	3,249.32	2,607.00
3-960	Vehicle Expense - Gas		3,000.00	3,000.00	3,817.31	3,401.46	3,777.00
3-965	Vehicle Expense - Other		1,000.00	1,000.00	1,586.75	2,396.41	920.00
			195,000.00	182,400.00	312,921.85	177,887.60	197,938.00

Acct #	Expenses	2014 Amended 8/25/14 Budget	2014 Budget	2013 Actual	2012 Actual	2011 Actual
	Personnel					
3-860	Group Insurance	30,000.00	30,000.00	19,234.70	18,728.62	20,891.00
3-890	Payroll Taxes	27,800.00	27,800.00	26,824.75	26,687.29	24,876.00
3-910	Retirement	5,000.00	8,900.00	1,893.06	7,908.10	8,117.00
3-920	Salaries - Full Time	222,500.00	222,500.00	179,784.30	186,050.35	170,462.00
3-923	Salaries - Seasonal	140,000.00	140,000.00	166,731.35	161,674.94	154,712.00
3-925	Salaries - Overtime	1,000.00	1,000.00	66.00	102.30	1,000.00
		426,300.00	430,200.00	394,534.16	401,151.60	380,058.00
	Debt Service					
3-855	Fiscal Agent Fees	4,000.00	4,000.00	4,350.00	5,555.00	4,050.00
3-870	Interest Expense	244,000.00	244,000.00	247,124.15	257,216.47	265,217.00
3-975	Principal Expense	154,000.00	154,000.00	34,000.00	130,000.00	120,000.00
		402,000.00	402,000.00	285,474.15	392,771.47	389,267.00
	Special Event Expenses					
3-820	Concessions	25,000.00	25,000.00	17,514.23	20,638.00	17,028.00
3-850	Fourth of July	10,000.00	10,000.00	14,822.18	7,824.90	7,796.00
3-938	Supplies-Special Events	15,000.00	20,000.00	13,267.61	5,642.35	6,348.00
	Concession Pay-Back	0.00	0.00	0.00	30,321.00	
		50,000.00	55,000.00	45,604.02	64,426.25	31,172.00
	Capital Asset Exp					
3-810	Capital Asset Exp.	10,000.00	10,000.00	18,254.82	0.00	3,238.00
		10,000.00	10,000.00	18,254.82	0.00	3,238.00
		1,083,300.00	1,079,600.00	1,056,789.00	1,036,236.92	1,001,673.00

Summary

2014 Beginning Operating Balance
Investment Funds

62,502.38
229,679.04

2014 Income
Total Revenue

1,106,000.00
1,106,000.00

2014 Expenses
Payment to Water/Sewer Fund
Total Expenses

1,083,300.00
20,000.00
1,103,300.00

2014 Projected Ending Cash Balance
Investment Funds

50,000.00
174,881.42

Amended 8/25/14

Budget Amounts

General Fund

Capital Expenditures		
Capital Improvements		27,000.00
		0.00
Total		27,000.00

Public Safety

Capital Expenditures		
Capital Improvements		38,900.00
Total		38,900.00

Streets

Capital Expenditures			
Capital Improvements			21,000.00
total			21,000.00

Planning & Zoning

Capital Expenditures			
Capital Improvements			3,000.00
Total			3,000.00

Water

Capital Expenditures		
Capital Improvements		267,000.00
Equipment		8,250.00
Total		275,250.00

Sewer

[illegible]

Parks

Capital Asset Exp		
Capital Asset Exp.		10,000.00
		10,000.00

Written Documentation List

General Fund

Retention and Server Software	9,000.00
Financial Software	6,000.00
Electric Outlets Jackson Park	<u>12,000.00</u>
Total Capital Improvements	27,000.00

Public Safety

Radio & computer	6,700.00
Security Project	15,000.00
2nd year Car Payment	<u>17,200.00</u>
Total Capital Improvements	38,900.00

Streets

Salt Spreader	6,000.00
Truck	15,000.00
Total Capital Improvements	21,000.00

Planning and Zoning

Laptop & Software	3,000.00
Total Capital Improvements	3,000.00

Water

(450) Meters	220,000.00
(2) Constant Chlorinators	24,000.00
Willard North Well	18,000.00
Utility Software	5,000.00
Total Capital Improvements	267,000.00

Equipment

1/2 Mower	7,500.00
Gas Saw	<u>750.00</u>
Total Equipment	8,250.00

Total Cap Imp & Equip	275,250.00
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Sewer

Lift Station	276,500.00
Waste Water Grant Master Plan	10,000.00
Lagoon	2,500.00
Manhole Rehab	30,000.00
(2) Pumps Rebuild at Lift Station	10,000.00
Utility Software	5,000.00
Sewer Line Rehab	43,500.00
Total Capital Improvements	377,500.00

Equipment

Gas Saw	750.00
1/2 Mower	<u>7,500.00</u>
Total Equipment	8,250.00

Total Cap Imp & Equip	385,750.00
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Parks

Tractor	8,000.00
Misc Improvements	2,000.00
Total Capital Improvements	10,000.00

Jan to June 2014

	Cap Imp fund 1-325	Sales Gen 1-730	Cap Imp Gen 1-731	Parks Sales 3-725	Parks Cp Imp 3-730
Gen (all) Cap Imp 500798828	21672.34				
Gen Sales 20079882C		195627.6			
Gen Cap Imp 20679882C			97111.11		
Gen Cap Imp 20579882C			0.05		
Parks Tax II Sales Tax Distribution				125117.85	
Parks Cap Imp 24679882C					86410.84
Parks Cap Imp 20479882C					0
Total	21672.34	195627.60	97111.16	125117.85	86410.84
					525939.79

Gen (all) Cap Imp 500798828
 Gen Sales 20079882C
 Gen Cap Imp 20679882C
 Gen Cap Imp 20579882C
 Parks Tax II Sales Tax Distribution
 Parks Cap Imp 24679882C
 Parks Cap Imp 20479882C

2014 Budgeted Amt 45,000.00 400,000.00 195,000.00 255,000.00 175,000.00



AGENDA ITEM #11

Ordinance accepting the renewal contract with Ozarks Greenway for the property located at Jackson St. for use by the Public Works Department. (1st and 2nd Reading). Discussion/Vote.

The City has not received this contract yet from the Ozarks Greenway contact person.

This will be emailed to the Board after the City Attorney receives it and approves it.



AGENDA ITEM #12

Discussion of the proposed amendments to the Park and Recreation fees.

Willard Parks and Recreation Fee Sheet 2015

A Willard resident is defined as a person or household maintaining a residence or owning a business within the city limits of Willard. Verification of this residency will be completed by providing any of the following:

1. Picture ID with local address
2. Current (within a month) water or utility bill
3. Voter registration card
4. Business license and check imprinted with a Willard address

Sports	Resident	Non-Resident	Late Fee	Notes		
Soccer	\$40.00	\$45.00	\$10.00	7 Game Season		
Volleyball	\$40.00	\$45.00	\$10.00	7 Game Season		
Competitive VB	\$40.00	\$45.00	\$10.00	7 Game Season		
Team Competitive VB	\$275.00	\$300.00	\$20.00	7 Game Season		
Basketball	\$40.00	\$45.00	\$10.00	7 Game Season		
Baseball #1	\$40.00	\$45.00	\$10.00	7 Game Season		
Baseball #2	\$35.00	\$45.00	\$10.00	5 Game Season		
Adult Team VB	\$200.00	\$225.00	\$20.00	7 Game Season		
Mens Basketball	\$250.00	\$275.00	\$20.00	7 Game Season		
Fitness Programs	Resident	Non-Resident	PC - R/Non	PC - R/Non	Notes	
Yoga	\$5.00	\$7.00	9 - \$40/\$56	12 - \$50/\$70	Cox Members 25% discount	
X-Treme Fitness	\$5.00	\$7.00	9 - \$40/\$56	12 - \$50/\$70	Cox Members 25% discount	
Zumba	\$5.00	\$7.00	9 - \$40/\$56	12 - \$50/\$70	Cox Members 25% discount	
Races	Early	Late			Notes	
Family Fun Run 13 Under	\$15.00	\$25.00				
Family Fun Run 13+	\$20.00	\$30.00				
Splash 'n Dash Youth Triathlon	\$25.00	\$40.00				
Frisco Runaway Triathlon	\$50.00	\$75.00				
Youth Programs	Resident	Non-Resident	Late Fee	R - Week	Non - Week	Notes
Out of School Days	\$17.50	\$20.00	\$10.00	N/A	N/A	
Winter Camp	\$17.50	\$20.00	\$10.00	\$85.00	\$95.00	
Spring Break Camp	\$17.50	\$20.00	\$10.00	\$85.00	\$95.00	
Kids Night Out	\$7.00	\$10.00	\$10.00	N/A	N/A	
Summer Camp	\$17.50	\$20.00	\$10.00	\$85.00	\$95.00	
Tumbling Toddlers	\$30.00	\$35.00	N/A	N/A	N/A	6 Week Session
Youth Yoga	\$30.00	\$35.00	N/A	N/A	N/A	6 Week Session
Cheerleading	\$40.00	\$45.00	\$10.00	N/A	N/A	\$5 rental for Pom Poms
Home School PE	\$3.00	\$5.00	N/A	6/\$15	6/\$25	
Dance	Resident	Non-Resident	Late Fee			Notes
Prices Set By Patrice Tuttle *Dance Instructor						
Creative Dance	\$50.00	\$55.00	N/A			8 Week Session
Ballet & Tap	\$50.00	\$55.00	N/A			8 Week Session
Ballet, Tap, & Jazz	\$65.00	\$70.00	N/A			8 Week Session

Rentals	Resident	Non-Resident	Late Fee	R- All Day	Non- All Day	Notes
Community Building	\$30 per hr	\$35 per hr	N/A	\$300.00	\$350.00	Kitchen \$30 Flat Rate
Big Gym	\$25 per hr	\$30 per hr	N/A	\$250.00	\$300.00	
Small Gym	\$20 per hr	\$25 per hr	N/A	\$200.00	\$250.00	
Murray	\$25 per hr	\$30 per hr	N/A	N/A	N/A	
Pavilion	\$10 per hr	\$15 per hr	N/A	N/A	N/A	
Baseball Fields	\$35 per hr	\$40 per hr	N/A	\$350.00	\$400.00	
Soccer	\$35 per hr	\$40 per hr	N/A	\$350.00	\$400.00	
Bounce House	\$75 per hr	\$85 per hr	N/A	N/A	N/A	
Special Events	Resident	Non-Resident				Notes
Dances	\$5.00	N/A				
Freedom Vendor 12x12	\$35.00	N/A				
Freedom Vendor 24x12	\$60.00	N/A				
Freedom Vendor 36 x 12	\$85.00	N/A				
Freedom Electric	\$10.00	N/A				
Freedom Pageant Main Age	\$30.00	N/A				
Freedom Pageant Main Age + Award	\$40.00	N/A				
Doggie Dive	\$4.00	N/A				
Splash Bash	\$5.00	N/A				
Indoor Garage 10x10	\$10.00	N/A				
Indoor Garage 15x10	\$15.00	N/A				
Indoor Garage 20x10	\$20.00	N/A				
Indoor Garage Table	\$5.00	N/A				
Santa Workshop Kid	\$3.00	N/A				
Santa Workshop Adult	\$5.00	N/A				

Aquatics	Resident	Non-Resident	PC - R/Non	PC - R/Non	PC - R/Non	Notes
Children 2 under	N/A	N/A	N/A	N/A	N/A	
Ages 3 +	\$4.00	\$5.00	N/A	N/A	N/A	
Ages 55+	\$3.00	\$5.00	10 - \$20/\$40	N/A	N/A	
Aqua Zumba	\$5.00	\$7.00	9 - \$40/\$56	12 - \$50/\$70	18 - \$75/\$105	
Water Aerobics	\$3.00	\$4.00	N/A	N/A	N/A	
Student Season Pass	\$80.00	\$90.00	N/A	N/A	N/A	
18+ Season Pass	\$115.00	\$125.00	N/A	N/A	N/A	
55+ Season Pass	\$80.00	\$90.00	N/A	N/A	N/A	
Family Season Pass	\$115.00	\$125.00	N/A	N/A	N/A	
Additional Members	\$20.00	\$25.00	N/A	N/A	N/A	
Swim Team	\$90.00	\$100.00	N/A	N/A	N/A	
Swim Lessons	\$40.00	\$50.00	N/A	N/A	N/A	6 Lessons
Party Pad #1	\$90.00	\$100.00	N/A	N/A	N/A	Soda Hotdogs & Chips for 2 hrs
Party Pad #2	\$110.00	\$120.00	N/A	N/A	N/A	Soda and Pizza for 2 hrs
Party Pad #3	\$60.00	\$70.00	N/A	N/A	N/A	Party Pad only for 2 hrs
75 people or less WAC	\$125 per hr	\$135.00	N/A	N/A	N/A	Private Party
76-150 people WAC	\$150 per hr	\$160.00	N/A	N/A	N/A	Private Party
151+ people WAC	\$175 per hr	\$185.00	N/A	N/A	N/A	Private Party
Lifeguard-Employee	\$150.00	N/A	N/A	N/A	N/A	Certification
Lifeguard-Non-employee	\$200.00	N/A	N/A	N/A	N/A	Certification

Notes:

Families with 3 or more children receive a 10% discount on all fees
Military/Service personnel receive a 10% discount on all fees upon request
City of Willard employees receive a 50% discount on all fees



AGENDA ITEM #13

Discussion/Vote on the approval to proceed with the grant from the Bureau of Justice Assistance for the Police Department's bulletproof vests.

The total amount of the purchase of seven (7) bulletproof vests and one (1) external carrier is \$4,309.65.

The total amount that the City will need to pay for seven (7) bulletproof vests and one (1) external carrier will be \$2,154.83.

Date: 07/28/14

To: Tom McClain – Chief of Police

From: R. Bell – Corporal

RE: Bids for ballistic vests

Chief,

I have secured bids for the Second Chance (Safariland) Level IIIa Monarch ballistic vest Model # BA-3A00S-MRO1

Kelley Police and Tactical Supply of Spfld. quoted a price of \$599.95 per vest. It comes with two carriers. They offer personal fitting at no cost and have most sizes in stock so there would be no shipping charges and no wait.

Atlantic Tactical has a catalog price of \$643.50 per vest. This is a mail order location and does not offer fitting. I have not factored shipping cost but they would be additional. There is a 4 to 6 week wait.

United Uniform offers the same vest for \$685.95 per vest. They do not provide fitting and shipping is an additional charge. There is a 4 to 6 week wait.

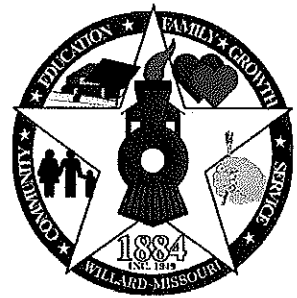
Southern Uniform Offers a similar vest with 2 carriers for \$675.00 each. They offer it with a single carrier for \$575.00. They have offered to have a representative come and do fitting. They stated that they could deliver the vests. They have not provided any specifications as to weight and thickness. They offer the Survival Brand Phoenix 6. I could not find the specifications on line. There is a 4 to 5 week wait for vests once ordered.

I suggest that we go with Kelley Police and Tactical because they offer the lowest price and offer fitting services for the officers. If vests are ordered from a mail order vendor, we have to measure and hope for the best or send it back (incurring more shipping charges). I would also like to stress the importance of proper fit and comfort when wearing a ballistic vest. It will mean the officers will be better able to perform their duties and are more likely to wear the vest at all times.

A final note: The current vests that are nearing the end of their service life were purchased in 2010 for \$699.99 per vest. The MRO1 at \$100 less per vest offers the same level of protection and is as light as or lighter than what we have now. (Several of the officers are wearing vests fitted to other officers that are no longer with the department.)

Thank you,

Robert Bell – Corporal
Willard Police Department



AGENDA ITEM #14

Discussion on possible options for the red flag rule regarding credit inquiries for new utility customers.