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

MEETING AGENDA AND PACKET

BOARD OF ALDERMEN

Regular Meeting

December 9, 2013

7:00 p.m.

Willard City Hall

224 W. Jackson Street

Mayor
Wendell Forshee

Board Members
David Hemphill
Paul Hood
David Roggensees
Kevin McDonald
Cyndi Trapp
Bryan Vincent

CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
DECEMBER 9, 2013
7:00 P.M.

Posted December 4, 2013

Notice is hereby given that the City of Willard, Board of Aldermen will conduct a meeting at 7:00 p.m., December 9, 2013 at Willard City Hall, 224 W. Jackson, Willard, Missouri.

The tentative agenda of this meeting includes:

PLEDGE OF ALLEGIANCE

Call the meeting to order

Roll Call

1. **Agenda Amendments/Approval of Agenda**
2. **Approval of Meeting Minutes:**
   Approve the minutes of the regular meeting on November 4, 2013
3. **Citizen Input** ***(5 minute limit per person)***
4. **Financial Reports**
   a. October 2013 financial statements
   b. October 2013 budget summaries
   c. Year to date report summaries
   d. July 2013 Financial statements (amended)
   e. November outstanding invoices
5. **Department Head Reports**

Public Hearing to consider citizen comments to the proposed amendments to the Land Development Regulations Chapter 400: Article X. Signs

6. **Ordinance to amend Chapter 400: Article X. Signs (1st and 2nd Reading)**
   Discussion/Vote
7. **Land O Frost Sponsorship Contract Ordinance (1st and 2nd Reading)**
   Discussion/Vote
8. **Amendments to the Business License Regulations Ordinance (1st and 2nd Reading)**
   Discussion/Vote
9. **Ordinance to amend Internal Control Policy (1st and 2nd Reading)**
   Discussion/Vote
10. **2013 Budget Amendment Ordinance (1st and 2nd Reading)**
    Discussion/Vote
11. **Ordinance amending the Willard Aquatic Fees (1st Reading)**
    Discussion/Vote

12. **Discussion/Vote for the destruction of records according to the state retention schedule**

13. **New Business**

14. **Old Business**

15. **Adjourn Open Meeting**

16. **Closed Session pursuant to Section 610.021 #(1) Legal, #(2) Real Estate and #(13) Personnel**

17. **Adjourn Meeting**

THE TENTATIVE AGENDA OF THIS MEETING INCLUDES A VOTE TO CLOSE PART OF THE MEETING PERSUANT TO SECTION 610.021 # (1) LEGAL, #(2) REAL ESTATE AND #(13) PERSONNEL.

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
224 West Jackson
Willard, MO 65781

CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
November 4, 2013

Board present: Alderman Trapp-present, Alderman Roggensees--present, Alderman Hemphill-present, Alderman McDonald, Alderman Vincent-present, and Mayor Forshee-present.

Staff present: City Clerk, Dale Duvall; Director of Development, Randy Brown; Chief Financial Officer, Karen Robson; Community Services Director, J.C. Loveland; Finance Officer, Carolyn Halverson; Chief of Police, Tom McClain; Court Clerk, Linda Murray and Reserve Officer, Bill Lingenfielser.

City Attorney Ken Reynolds was present.

Citizens in attendance: Lucille Murray, Sam Baird, Mindy Latham, Bradley Mowell, Paul Hood, David Larimore, Bill Tropepe, Jared Rasmussen of Olsson Engineering, Kim Roberts, Peggy Ichord, Frank Ichord, Cathy Havens, Randy Scritchfield, and Frank Scritchfield.
James Hanson of the Cross Country Times was present.

Pledge of Allegiance
The Pledge of Allegiance was led by Mayor Forshee.

Call to Order
Mayor Forshee called the meeting to order at 7:00 pm.

Roll Call
The City Clerk called the roll call. Alderman Trapp-present, Alderman Hemphill-present, Alderman Vincent-present. Alderman McDonald-present, Alderman Roggensees-present and Mayor Forshee-present.

Agenda Amendments/Approval of Agenda
Motion made by Alderman Vincent and seconded by Alderman McDonald to approve the agenda. Alderman Vincent-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, and Alderman Hemphill-Aye. All votes aye. Motion carried.

Appointment of Jerome Rader to the Tree Board
Motion made by Alderman Vincent with a second by Alderman Trapp to approve the appointment. Alderman Vincent-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, and Alderman Hemphill-Aye. All votes aye. Motion carried.

Swearing in of new Police Officer, Aaron Roberts
Chief McClain performed the swearing in/oath of office of new officer, Aaron Roberts

Vote for the acceptance of the resignation of Alderman Johnson from Ward 1
The Mayor announced Alderman Johnson had turned in his letter of resignation and asked for a motion to accept his resignation. Motion made by Alderman Hemphill with a second by Alderman Vincent to accept the resignation. Alderman Vincent-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, and Alderman Hemphill-Aye. All votes aye. Motion carried.

Discussion/Appointment of new Alderman for Ward I through April 2014 election
The Mayor asked for a motion accepting his recommendation for the appointment of Paul Hood as the alderman for Ward I to replace Doug Johnson's place.
Alderman Hemphill stated that he believed that there was so much going on within the city that could not be discussed in open session that he did not feel that it would be fair to put a new person in that situation, without the background knowledge. Alderman Hemphill also brought up the possibility of Tim Magee.
Alderman Trapp asked what the rush was to fill the spot.

Paul Hood spoke to the Board about why he wants to serve on the Board. Motion made by Alderman Vincent with a second by Alderman McDonald to appoint Paul Hood as Alderman for Ward I through the April 2014 election. Alderman Vincent-Aye, Alderman McDonald-Aye, Alderman Trapp-Abstained, Alderman Roggensees-Aye, and Alderman Hemphill-Nay. Three votes aye. One abstention. One vote nay .Motion carried.

Paul Hood took his place on the podium at this time.

Approve the minutes of the regular meeting on October 7, 2013
Motion made by Alderman Hemphill and seconded by Alderman Vincent to approve the minutes. Alderman Vincent-Aye, , Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, and Alderman Hemphill-Aye. Alderman Hood-Abstained. Five votes aye. One abstention. Motion carried.

Approve the minutes of the special closed meeting on October 7, 2013
Motion made by Alderman Vincent and seconded by Alderman Hemphill to approve the minutes. Alderman Vincent-Aye, Alderman Hood-Abstained, Alderman McDonald-Aye, Alderman Trapp-Abstained, Alderman Roggensees-Abstained and Alderman Hemphill-Aye. Three votes aye. Three Abstentions due to absence. Motion carried.

Approve the minutes of the work study session on October 28, 2013
Motion made by Alderman Hemphill and seconded by Alderman Trapp to approve the minutes. Alderman Vincent-Aye, Alderman Hood-Abstained, Alderman McDonald-Abstained, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-. Four votes aye. Two abstentions. Motion carried.

Citizen Input
None

Financial Report

September 2013 Financial Statements- **Motion** made by Alderman McDonald and seconded by Alderman Roggensees to approve the statements. Alderman Vincent-Aye, Alderman Hood--Abstained, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. Six votes aye. One abstention. Motion carried.

September 2013 Budget Summaries-Informational Only. No vote taken.

October 2013 Outstanding Invoices- **Motion** made by Alderman Vincent and seconded by Alderman McDonald to approve the invoices. Alderman Vincent-Aye, Alderman Hood--Abstained, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. Five votes aye. One abstention. Motion carried.

Questions for the Department Heads
The department heads gave their reports-no questions from the Board.

Public Hearing to consider citizen comments on the proposed 2014 City of Willard Budget
The City Attorney opened the public hearing at 8:20 pm. There was no citizen input and the public hearing was closed.

Bill No. 13-53 **Ordinance No.: 131104**
2014 Budget Ordinance (2nd Reading)
AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE CITY OF WILLARD, MO for the year 2014

First read was conducted by the City Clerk at the meeting on October 7, 2013

Second read was conducted by the City Clerk
Discussion/Vote: Motion made by Alderman Vincent and seconded by Alderman Roggensees to approve the second reading. Alderman Vincent-Aye, Alderman Hood-Abstained, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. Five votes aye. One Abstention. Motion carried.

Bill No. 13-54 **Ordinance No. 131104A**
Ordinance accepting the Willard Purchasing Policy Ordinance (1st and 2nd Reading)
An Ordinance adopting amendments to the Purchasing Policy of the City of Willard Internal Control Policy Manual

First read was conducted by the City Clerk
Discussion/Vote: Motion made by Alderman Roggensees and seconded by Alderman Hemphill to approve the first reading. Alderman Vincent-Aye, Alderman Hood-Abstained, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. Five votes aye. One abstention. Motion carried.

Second read was conducted by the City Clerk
Discussion/Vote: Motion made by Alderman Vincent and seconded by Alderman Roggensees to approve the second reading. Alderman Vincent-Aye, Alderman Hood-Abstained, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. Five votes aye. One abstention. Motion carried.

Bill No. 13-55 **Ordinance No.: 131104B**
2014 Election Ordinance (1st and 2nd Reading)
AN ORDINANCE CALLING FOR THE REGULAR ELECTION IN THE CITY OF WILLARD, MISSOURI, FOR THE PURPOSE OF HAVING THE QUALIFIED VOTERS OF SAID CITY ELECT FOUR (4) ALDERMEN, DESIGNATING A TIME OF HOLDING SAID ELECTION, PRESCRIBING THE INFORMATION FROM THE BALLOT TO BE USED, AND AUTHORIZING THE CITY CLERK TO GIVE SUCH INFORMATION AND NOTICE OF SAID ELECTION TO THE COUNTY CLERK OF GREENE COUNTY.

First read was conducted by the City Clerk
Discussion/Vote: The City Clerk explained that Ward I will have two positions opening due to the reappointment of Alderman Trapp in August. **Motion** made by Alderman Vincent and seconded by Alderman Hemphill to approve the first reading. Alderman Vincent-Aye Alderman Hood-Abstained, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. Five votes aye. One abstention. Motion carried.

Second read was conducted by the City Clerk
Discussion/Vote: Motion made by Alderman Vincent and seconded by Alderman McDonald to approve the second reading. Alderman Vincent-Aye, Alderman Hood-Abstained, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. Five votes aye. One abstention. Motion carried.

Bill No. 13-56 **Ordinance No.: 131104C**
2013Auditor Engagement Letter Ordinance (1st and 2nd Reading)
An ordinance authorizing the Mayor, on behalf of the City of Willard, to execute an agreement between the City of Willard and Davis, Lynn and Moots, PC. to provide professional municipal auditing services.

Citizen Input-There was no citizen input

First read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Vincent and seconded by Alderman Roggensees to approve the first reading. Alderman Vincent-Aye, Alderman Hood-Abstained, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. Five votes aye. One abstention. Motion carried.

Second read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Roggensees and seconded by Alderman Vincent to approve the second reading. Alderman Vincent-Aye, Alderman Hood-Abstained, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. Five votes aye. One abstention. Motion carried.

Public Hearing to consider citizen comments on the proposed changes to the City of Willard Municipal Code Book, Title IV. Land Use, Chapter 400: Section 400.1520 Floodplain Management.
The City Attorney opened the public hearing at 8:40 pm. Jared Rasmussen of Olsson Engineering explained the proposed changes to the Board and how it will assist in the development at that site. Randy Brown also addressed the Board about the proposed changes. The City Clerk explained to the Board that the only proposed changes were those suggested by Great River Engineering, not those that were provided to the City by ATM Square LLC. The public hearing was closed at 8:40 p.m.

Bill No. 13-57 **Ordinance No.: 131104D**

Discussion/Vote on Planning and Zoning Commission's Recommendations to the proposed changes to the City of Willard Municipal Code Book, Title IV. Land Use, Chapter 400: Section 400.1520 Floodplain Management Ordinance. (1st and 2 Reading)

AN ORDINANCE APPROVING AMENDMENTS TO THE MUNICIPAL CODE OF THE CITY OF WILLARD PERTAINING TO LAND DEVELOPMENT REGULATIONS, CHAPTER 400; Article XVII MISCELLANEOUS REGULATIONS; SECTION 400.1520D FLOODPLAIN MANAGEMENT

First read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Vincent and seconded by Alderman Roggensees to approve the first reading. Alderman Vincent-Aye, Alderman Hood-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Second read was conducted by the City Clerk

Motion made by Alderman Roggensees and seconded by Alderman Vincent to approve the second reading. Alderman Vincent-Aye, Alderman Hood-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Public Hearing to consider citizen comments on the proposed rezoning request from R-3 to C-1 for Cathy and John Havens
The City Attorney opened the public hearing at 8:40 pm.
Randy Scritchfield spoke of his concerns regarding the parking and traffic in the area. He believes that people will park wherever they can, even on private property. Mr. Scritchfield also asked what will happen when if/when the chapel is no longer a business there. What will be put in next?
Frank Scritchfield spoke of his concerns. He believes that safety for children due to the increased traffic will be a problem. He wants to know what the P.D. will do about that issue.
Brad Mowell stated that he had spoken with the applicant, Ms. Havens and also with the Myers who had expressed concern for rezoning previously. Mr. Mowell believes that the proposed rezoning and business is a good idea, but can see potential problems due to parking.
Cathy Haves addressed the Board and explained that she has received permission from several nearby business owners to use their parking lots.
The public hearing closed at 9:05 p.m.

Bill No. 13-58 **Ordinance No.: 131104E**

Discussion/Vote on Planning and Zoning Commission's Recommendations on the proposed rezoning ordinance request from R-3 to C-1 for Cathy and John Havens (1st and 2nd Reading)

An ordinance amending the Willard Land Use Regulations, Section 400.380A, City of Willard Zoning Map, by rezoning 105 South Street in the City of Willard, MO.

First read was conducted by the City Clerk

Discussion/Vote: Alderman Roggensees stated that he thought that placing "no parking signs" on the residential properties nearby the chapel may help with any issues over parking on personal property. **Motion** made by Alderman Vincent and seconded by Alderman Trapp to approve the first reading. Alderman Vincent-Aye, Alderman Hood-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Second read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Vincent and seconded by Alderman Hood to approve the second reading. Alderman Vincent-Aye, Alderman Hood-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Public Hearing to consider citizen comments on the proposed changes to the City of Willard Municipal Code Book, Title IV. Land Use, Chapter 400: Section 400.1170 Sketch Plan.

The City Attorney opened the public hearing at 9:20 pm. There was no citizen input and the public hearing was closed.

Discussion/Vote on Planning and Zoning Commission's Recommendations to the proposed changes to the City of Willard Municipal Code Book, Title IV. Land Use, Chapter 400: Section 400.1170 Sketch Plan Ordinance. (1st and 2 Reading)

AN ORDINANCE APPROVING A MUNICIPAL CODE AMENDMENT TO TITLE IV. LAND USE CHAPTER 400: LAND DEVELOPMENT REGULATIONS, ARTICLE XIV. PLANS, PLATS AND OTHER REQUIRED INFORMATION SECTION 400.1170 SKETCH PLAN OF THE MUNICIPAL CODE OF THE CITY OF WILLARD, MO

First read was conducted by the City Clerk

Discussion/Vote: The City Clerk and Director of Development explained that these changes were just to lower the numbers of sketch drawings that need to be submitted to the City. This will save money for the developer in mapping costs. **Motion** made by Alderman Roggensees and seconded by Alderman Trapp to approve the first reading. Alderman Vincent-Aye, Alderman Hood-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Second read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Vincent and seconded by Alderman Roggensees to approve the second reading. Alderman Vincent-Aye, Alderman Hood-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Ordinance accepting the Cardinal Hills replat of lots #37-40 (1st and 2nd Reading)

An ordinance authorizing the acceptance of the consolidation of lots 37, 38, 39 and 40 of the Cardinal Hills Subdivision in Willard, MO; and authorizing the City Clerk to sign the re-plat upon compliance with the terms of this ordinance.

First read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Trapp and seconded by Alderman Roggensees to approve the first reading. Alderman Vincent-Aye, Alderman Hood-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Second read was conducted by the City Clerk

Discussion/Vote: Motion made by Alderman Roggensees and seconded by Alderman Hood to approve the second reading. Alderman Vincent-Aye, Alderman Hood-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

New Business

Alderman Trapp asked for the Board to start receiving monthly water reconciliation water reports. Carolyn Halverson, finance officer spoke of integrated software that she would like for the City to purchase to assist in keeping everything more organized.

Old Business

There was no old business

Adjourn meeting

Open meeting adjourned at 9:40 p.m.

Closed Session

Motion made by Alderman Roggensees and seconded by Alderman McDonald to close the open session pursuant to Section 610.021(#1) Legal, and (#3) (13) Personnel. Alderman Vincent-Aye, Alderman Hood--Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill- Aye. All votes aye. Motion carried.

Motion made by Alderman Vincent and seconded by Alderman McDonald to close the closed session, open the open session and close the open session. Alderman Vincent-Aye, Alderman Hood-Aye, Alderman McDonald-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Meeting Adjourned at 12:00 a.m.

Wendell Forshee, Mayor of Willard

Dale Duvall, City Clerk

CITY OF WILLARD
BOARD OF ALDERMEN

AGENDA ITEM #5
FINANCE DEPARTMENT

Financial Reports

a. October 2013 Financial Statements
b. October 2013 Budget Summaries
c. Year to Date Report Summaries
d. July 2013 Financial Statements (Amended)
e. November 2013 Outstanding Invoices

CITY OF WILLARD
BOARD OF ALDERMEN

AGENDA ITEM #5 (A)
FINANCE DEPARTMENT

ACTION REQUIRED: APPROVAL REQUESTED

October 2013 Financial Statements

CITY OF WILLARD
BALANCE SHEET
GENERAL FUND
October 31, 2013

ASSETS

CURRENT ASSETS		
CASH IN BANK - CHECKING	$ 19,353.18	
CASH IN BANK- MID-MISSOURI BANK	19,558.65	
CASH IN BANK - CD'S	75,688.52	
CASH IN BANK - JIS	1,382.96	
CASH IN REPURCHASE AGREEMENT	336,802.47	
PETTY CASH	350.00	
DUE FROM WATER/SEWER FUND	17,506.88	
DUE FROM RECREATION FUND	226,143.55	
TOTAL ASSETS		$ 696,786.21

LIABILITIES AND EQUITY

LIABILITIES		
PAYROLL TAXES PAYABLE	$ 4,353.35	
COURT BONDS PAYABLE	1,017.80	
LAGERS PAYABLE	432.44	
GROUP INSURANCE PAYABLE	5,747.19	
DUE TO RECREATION FUND	.00	
TOTAL LIABILITIES		$ 11,550.78
EQUITY		
FUND BALANCE	$ 446,764.75	
NET INCOME -LOSS	238,470.68	
TOTAL FUND EQUITY		$ 685,235.43
TOTAL LIABILITIES AND EQUITY		$ 696,786.21

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
WATER AND SEWER FUND
October 31, 2013

ASSETS

CURRENT ASSETS

CASH IN BANK - CHECKING	$ 176,165.19	
WATER/SEWER FUND TDOA	761,045.80	
CASH - WATER PRINCIPAL AND INTEREST	914,907.91	
2005 RESERVE FUND	49,500.00	
2005 CONSTRUCTION FUND	905.36	
DUE FROM RECREATION FUND	779.57	
2008 RESERVE FUND	231,192.21	
2008 CONSTRUCTION FUND	59,498.71	
RETURNED CHECKS	388.99	
DEFERRED CHARGE-COI-2002 REFUNDING BONDS	.00	
TOTAL CURRENT ASSETS		$ 2,194,383.74

FIXED ASSETS

LAND	$ .00	
ACCUMULATED DEPRECIATION	.00	
NET FIXED ASSETS		$ .00
TOTAL ASSETS		$ 2,194,383.74

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
WATER AND SEWER FUND
October 31, 2013

LIABILITIES AND EQUITY

LIABILITIES

PAYROLL TAXES PAYABLE	$ .00	
SALES TAX PAYABLE	3,245.19	
MISSOURI PRIMACY TAX	13.80	
WATER POLLUTION SERVICE CONNECTION FEE	44.78	
CUSTOMER DEPOSITS	16,857.47	
DUE TO GENERAL FUND	17,506.88	
DUE TO RECREATION FUND	250.00	
DEFERRED LOSS ON REFINANCING	.00	
TOTAL LIABILITIES		$ 37,918.12

EQUITY

CONT. CAPITAL - FED & STATE	$ .00	
RETAINED EARNINGS	1,983,782.42	
NET INCOME -LOSS	172,683.20	
TOTAL FUND EQUITY		$ 2,156,465.62
TOTAL LIABILITIES AND EQUITY		$ 2,194,383.74

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
PARK FUND
October 31, 2013

ASSETS

CURRENT ASSETS

CASH IN BANK - CHECKING	$ 44,276.68	
PARK FUND TDOA	155,605.79	
PETTY CASH	240.00	
2009 B CERTIFICATE FUND	250.00	
2008 RESERVE FUND	301,000.00	
2008 COST OF ISSUANCE	3,420.57	
TOTAL ASSETS		$ 504,793.04

LIABILITIES AND EQUITY

PAYROLL TAXES PAYABLE	$ .00	
DUE TO GENERAL FUND	226,143.55	
DUE TO WATER/SEWER FUND	779.57	
MID-MISSOURI BANK	.00	
TOTAL LIABILITIES		$ 226,923.12

EQUITY

FUND BALANCE	$ 419,768.52	
NET INCOME -LOSS	- 141,898.60	
TOTAL FUND EQUITY		$ 277,869.92

TOTAL LIABILITIES AND EQUITY	$ 504,793.04

UNAUDITED .

CITY OF WILLARD
BALANCE SHEET
ACCOUNT GROUP
October 31, 2013

GENERAL FIXED ASSETS

ASSETS

FIXED ASSETS, UNDEPRECIATED	$ 3,132,701.57

EQUITY

INVESTMENT IN GENERAL FIXED ASSETS	$ 3,132,701.57

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
ACCOUNT GROUP
October 31, 2013

GENERAL LONG-TERM DEBTS

ASSETS

AMOUNT AVAILABLE FOR DEBT RETIREMENT	$ 62,452.03	
AMOUNT AVAILABLE FOR DEBT RETIREMENT	158,044.38	
AMOUNT TO BE PROVIDED FOR DEBT RETIREMENT	397,547.97	
AMOUNT TO BE PROVIDED FOR DEBT RETIREMENT - 2001	1,366,955.62	
AMOUNT TO BE PROVIDED-POLICE STATION	245,000.00	
TOTAL ASSETS		$ 2,230,000.00

LIABILITIES

CERTIFICATES OF PARTICIPATION PAYABLE	460,000.00	
CERTIFICATE OF PARTICIPATION - 2001	1,525,000.00	
LEASE-PURCHASE-POLICE STATION (2002)	245,000:00	
TOTAL LIABILITIES		$ 2,230,000.00

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 10 month period ended October 31, 2013

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
REVENUES							
ASSET SALES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
BUILDING PERMITS	20000.00	854.00	1666.67	21115.54	16666.70	4448.84	1115.54
CABLE TV FRANCHISE FEES	18000.00	3786.68	1500.00	15751.88	15000.00	751.88	-2248.12
COUNTY ROAD AND BRIDGE TA	27921.00	0.00	2326.75	27920.97	23267.50	4653.47	-.03
ELECTRIC FRANCHISE FEES	235000.00	24442.07	19583.33	195559.25	195833.30	-274.05	-39440.75
GAS FRANCHISE FEES	50000.00	1853.15	4166.67	34537.55	41666.70	-7129.15	-15462.45
GRANT REVENUES	9000.00	786.57	750.00	8157.20	7500.00	657.20	-842.80
INTEREST INCOME	1500.00	33.03	125.00	1085.84	1250.00	-164.16	-414.16
LAW ENFORCEMENT SALES TAX	24000.00	6484.47	2000.00	20337.47	20000.00	337.47	-3662.53
MERCHANTS LICENSES	5100.00	62.50	425.00	2427.00	4250.00	-1823.00	-2673.00
MISCELLANEOUS	1500.00	896.57	125.00	13849.74	1250.00	12599.74	12349.74
MOBILE PHONE LEASE FEES	60000.00	4136.00	5000.00	49045.03	50000.00	-954.97	-10954.97
MOTOR VEHICLE TAXES	187200.00	0.00	15600.00	144414.36	156000.00	-11585.64	-42785.64
PLANNING AND ZONING	5000.00	0.00	416.67	1196.70	4166.70	-2970.00	-3803.30
REAL ESTATE TAXES	178400.00	180.37	14866.67	158879.48	148666.70	10212.78	-19520.52
RECYCLE CENTER INCOME	1000.00	0.00	83.33	0.00	833.30	-833.30	-1000.00
SALES & USE TAX REVENUES	420000.00	61211.21	35000.00	437477.18	350000.00	87477.18	17477.18
SALES TAX - CAP IMP	85000.00	0.00	7083.33	80853.18	70833.30	10019.88	-4146.82
STATE LET ACCOUNT	500.00	175.00	41.67	175.00	416.70	-241.70	-325.00
TRAFFIC COURT FINES	85000.00	914.29	7083.33	68215.12	70833.30	-2618.18	-16784.88
VETERAN'S MEMORIAL	1000.00	200.00	83.33	560.00	833.30	-273.30	-440.00
TRANSFERS IN -OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	$ 1415121.00	$ 106015.91	$ 117926.75	$ 1281558.49	$ 1179267.50	$ 102290.99	$ -133562.51
EXPENDITURES							
COMMUNITY BUILDING:							
ADVERTISING	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
UTILITIES-OTHER (CB)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL COMM.BLDG. EXPENS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 10 month period ended October 31, 2013

	ANNUAL	<--CURRENT	--> <--	YEAR TO DATE	--> <--	BUDGET TO DATE	-->
	BUDGET	BALANCE	BUDGET	BALANCE	BUDGET	OVER/UNDER	UNEXPENDED
GENERAL CITY GOVERNMENT:							
ADVERTISING $	1500.00 $	0.00 $	125.00 $	1494.96 $	1250.00 $	-244.96 $	5.04
AUDIT FEE	5000.00	13000.00	416.67	25437.90	4166.70	-21271.20	-20437.90
CAPITAL ASSET EXPENDITURE	0.00	391.63	0.00	391.63	0.00	-391.63	-391.63
CONTRACT LABOR	1000.00	0.00	83.33	1027.73	833.30	-194.43	-27.73
DUES AND SUBSCRIPTIONS	2000.00	50.00	166.67	5170.17	1666.70	-3503.47	-3170.17
ELECTION EXPENSE	2500.00	0.00	208.33	3163.35	2083.30	-1080.05	-663.35
GROUP INSURANCE	15000.00	2167.92	1250.00	15791.14	12500.00	-3291.14	-791.14
INSURANCE	14800.00	-132.30	1233.33	15976.26	12333.30	-3642.96	-1176.26
LEGAL	20000.00	-1478.49	1666.67	9185.84	16666.70	7480.86	10814.16
PROFESSIONAL (GCG)	18000.00	-13060.22	1500.00	24427.07	15000.00	-9427.07	-6427.07
MISCELLANEOUS EXPENSE	1000.00	0.00	83.33	186.41	833.30	646.89	813.59
OFFICE SUPPLIES	8000.00	709.54	666.67	15288.58	6666.70	-8621.88	-7288.58
PAYROLL TAXES	9700.00	870.55	808.33	6913.65	8083.30	1169.65	2786.35
REPAIRS AND MAINTENANCE	1000.00	0.00	83.33	3156.18	833.30	-2322.88	-2156.18
RETIREMENT PLAN	3600.00	495.85	300.00	3793.94	3000.00	-793.94	-193.94
SALARIES	125000.00	11381.90	10416.67	92702.95	104166.70	11463.75	32297.05
SUPPLIES	4500.00	-261.86	375.00	2909.86	3750.00	840.14	1590.14
TELEPHONE	7800.00	1041.79	650.00	10477.58	6500.00	-3977.58	-2677.58
TRAVEL AND TRAINING	2500.00	773.15	208.33	3306.63	2083.30	-1223.33	-806.63
UTILITIES-ELECTRIC (GCG)	6000.00	552.59	500.00	3534.46	5000.00	1465.54	2465.54
UTILITIES-GAS (GCG)	1000.00	125.07	83.33	1132.52	833.30	-299.22	-132.52
UTILITIES-OTHER (GCG)	1000.00	242.34	83.33	1146.16	833.30	-312.86	-146.16
VEHICLE EXPENSES-GAS	1000.00	751.51	83.33	1449.44	833.30	-616.14	-449.44
VEHICLE EXPENSE-OTHER	1000.00	-449.63	83.33	0.00	833.30	833.30	1000.00
VETERAN'S MEMORIAL EXPENS	500.00	193.72	41.67	2561.31	416.70	-2144.61	-2061.31
TOTAL GENERAL CITY EXPE $	253400.00 $	17365.06 $	21116.65 $	250625.72 $	211166.50 $	-39459.22 $	2774.28

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 10 month period ended October 31, 2013

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
LAW AND PUBLIC SAFETY:							
ADVERTISING	$ 0.00	$ 0.00	$ 0.00	$ 14.00	$ 0.00	$ -14.00	$ -14.00
BUILDING MAINTENANCE (LAW	500.00	0.00	41.67	0.00	416.70	416.70	500.00
CAPITAL ASSET EXPENDITURE	55000.00	0.00	4583.33	57509.15	45833.30	-11675.85	-2509.15
CONTRACT LABOR	750.00	0.00	62.50	542.05	625.00	82.95	207.95
CVC FEES PAID	4200.00	893.06	350.00	4127.77	3500.00	-627.77	72.23
COURT AUTOMATION FEES	4200.00	876.78	350.00	4052.49	3500.00	-552.49	147.51
DARE	1000.00	0.00	83.33	999.99	833.30	-166.69	0.01
SHERIFF'S RETIREMENT FUND	0.00	273.00	0.00	285.00	0.00	-285.00	-285.00
DUES AND SUBSCRIPTIONS	500.00	0.00	41.67	515.00	416.70	-98.30	-15.00
GROUP INSURANCE	49500.00	3849.73	4125.00	35474.43	41250.00	5775.57	14025.57
INSURANCE	20000.00	-175.47	1666.67	28482.69	16666.70	-11815.99	-8482.69
LEGAL AND PROFESSIONAL	18000.00	748.90	1500.00	32544.20	15000.00	-17544.20	-14544.20
PROFESSIONAL (LAW)	18000.00	2667.28	1500.00	6057.88	15000.00	8942.12	11942.12
MISCELLANEOUS EXPENSE	0.00	60.00	0.00	0.00	0.00	0.00	0.00
OFFICE EXPENSE (LAW)	6000.00	305.61	500.00	6502.12	5000.00	-1502.12	-502.12
PAYROLL TAXES	27500.00	1858.12	2291.67	23183.39	22916.70	-266.69	4316.61
POST FUND	750.00	125.25	62.50	578.92	625.00	46.08	171.08
REPAIRS AND MAINTENANCE	2000.00	-1403.29	166.67	390.86	1666.70	1275.84	1609.14
RETIREMENT PLAN	14000.00	1814.99	1166.67	12702.42	11666.70	-1035.72	1297.58
SALARIES	358600.00	23961.82	29883.33	300105.70	298833.30	-1272.40	58494.30
SALARIES-OVERTIME	2000.00	327.43	166.67	1326.98	1666.70	339.72	673.02
SUPPLIES	6500.00	295.97	541.67	4726.98	5416.70	689.72	1773.02
TELEPHONE	9200.00	843.73	766.67	9151.27	7666.70	-1484.57	48.73
TRAVEL AND TRAINING	5750.00	885.00	479.17	4837.90	4791.70	-46.20	912.10
UNIFORMS	6800.00	0.00	566.67	5086.87	5666.70	579.83	1713.13
UTILITIES-ELECTRIC (LAW)	4500.00	576.20	375.00	3467.59	3750.00	282.41	1032.41
UTILITIES-GAS (LAW)	2500.00	2067.59	208.33	2067.59	2083.30	15.71	432.41
UTILITIES-OTHER (LAW)	2500.00	-1914.23	208.33	359.75	2083.30	1723.55	2140.25
VEHICLE EXPENSES-GAS	40000.00	2653.82	3333.33	27902.80	33333.30	5430.50	12097.20
VEHICLE EXPENSE-OTHER	15000.00	1542.07	1250.00	17328.83	12500.00	-4828.83	-2328.83
TOTAL LAW AND SAFETY EX	$ 675250.00	$ 43133.36	$ 56270.85	$ 590324.62	$ 562708.50	$ -27616.12	$ 84925.38

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 10 month period ended October 31, 2013

	ANNUAL	<--CURRENT	-->	<-- YEAR TO DATE	-->	<-- BUDGET TO DATE	-->
	BUDGET	BALANCE	BUDGET	BALANCE	BUDGET	OVER/UNDER	UNEXPENDED
STREET DEPARTMENT:							
ADVERTISING	$ 0.00	$ 312.00	$ 0.00	$ 312.00	$ 0.00	$ -312.00	$ -312.00
CAPITAL ASSET EXPENDITURE	15000.00	1639.99	1250.00	9242.99	12500.00	3257.01	5757.01
CONTRACT LABOR	500.00	0.00	41.67	0.00	416.70	416.70	500.00
GROUP INSURANCE	9875.00	0.00	822.92	3017.94	8229.20	5211.26	6857.06
INSURANCE	8500.00	0.00	708.33	1725.64	7083.30	5357.66	6774.36
MISCELLANEOUS EXPENSE	0.00	225.00	0.00	0.00	0.00	0.00	0.00
PAVING	0.00	0.00	0.00	11820.00	0.00	-11820.00	-11820.00
PAYROLL TAXES	2680.00	297.68	223.33	2775.60	2233.30	-542.30	-95.60
PUBLIC IMPROVEMENTS (ST)	80000.00	0.00	6666.67	3325.00	66666.70	63341.70	76675.00
RECYCLE CENTER EXPENSE	3000.00	75.00	250.00	1582.31	2500.00	917.69	1417.69
REPAIRS AND MAINTENANCE	1500.00	0.00	125.00	601.60	1250.00	648.40	898.40
RETIREMENT PLAN	1500.00	-10158.20	125.00	2433.60	1250.00	-1183.60	-933.60
SALARIES	35000.00	3891.18	2916.67	32229.13	29166.70	-3062.43	2770.87
STREET LIGHTS	62000.00	4773.34	5166.67	47007.82	51666.70	4658.88	14992.18
SUPPLIES	13000.00	971.29	1083.33	6655.56	10833.30	4177.74	6344.44
TRASH EXPENSE	18900.00	-18819.99	1575.00	0.00	15750.00	15750.00	18900.00
TRAVEL AND TRAINING	0.00	0.00	0.00	765.00	0.00	-765.00	-765.00
TREE MAINTENANCE (ST)	10400.00	0.00	866.67	200.00	8666.70	8466.70	10200.00
UTILITIES-ELECTRIC (ST)	1500.00	170.34	125.00	969.73	1250.00	280.27	530.27
UTILITIES-GAS (ST)	1200.00	0.00	100.00	0.00	1000.00	1000.00	1200.00
UTILITIES-OTHER (ST)	0.00	-471.25	0.00	0.00	0.00	0.00	0.00
VEHICLE EXPENSES-GAS	5000.00	0.00	416.67	101.97	4166.70	4064.73	4898.03
VEHICLE EXPENSE-OTHER	1000.00	238.74	83.33	740.58	833.30	92.72	259.42
TOTAL STREET EXPENSES	$ 270555.00	$ -16854.88	$ 22546.26	$ 125506.47	$ 225462.60	$ 99956.13	$ 145048.53

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 10 month period ended October 31, 2013

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
PLANNING & DEVELOPMENT							
ADVERTISING (P&D)	0.00	75.00	0.00	109.00	0.00	-109.00	-109.00
CAPITAL ASSET EXPENDITURE	15000.00	0.00	1250.00	0.00	12500.00	12500.00	15000.00
DUES & SUBSCRIPTIONS (P&D	100.00	0.00	8.33	165.00	83.30	-81.70	-65.00
GROUP INSURANCE (P&D)	4950.00	415.05	412.50	4046.33	4125.00	78.67	903.67
PROFESSIONAL	2000.00	0.00	166.67	196.00	1666.70	1470.70	1804.00
OFFICE SUPPLIES (P&D)	500.00	0.00	41.67	462.94	416.70	-46.24	37.06
PAYROLL TAXES (P&D)	2900.00	293.38	241.67	3265.37	2416.70	-848.67	-365.37
REPAIRS/MAINTENANCE (P&D)	250.00	0.00	20.83	0.00	208.30	208.30	250.00
RETIREMENT (P&D)	1700.00	264.62	141.67	2093.04	1416.70	-676.34	-393.04
SALARIES (P&D)	37900.00	3835.00	3158.33	42685.00	31583.30	-11101.70	-4785.00
STORMWATER/PLANNING	1000.00	89.98	83.33	89.98	833.30	743.32	910.02
TELEPHONE (P&D)	1000.00	82.90	83.33	834.86	833.30	-1.56	165.14
TRAVEL & TRAINING (P&D)	500.00	0.00	41.67	60.00	416.70	356.70	440.00
VEHICLE EXPENSE-GAS	1000.00	56.01	83.33	355.69	833.30	477.61	644.31
VEHICLE EXPENSE-OTHER	500.00	0.00	41.67	48.98	416.70	367.72	451.02
TOTAL P & D EXPENSES	$ 69300.00	$ 5111.94	$ 5775.00	$ 54412.19	$ 57750.00	$ 3337.81	$ 14887.81
EMERGENCY MANAGEMENT							
CONTRACT LABOR (EM)	18000.00	0.00	1500.00	11898.00	15000.00	3102.00	6102.00
DUES & SUBSCRIPTIONS (EM)	0.00	0.00	0.00	20.00	0.00	-20.00	-20.00
GROUP INSURANCE (EM)	500.00	0.00	41.67	0.00	416.70	416.70	500.00
PROFESSIONAL (EM)	0.00	3966.00	0.00	7932.00	0.00	-7932.00	-7932.00
REPAIRS/MAINTENANCE (EM)	0.00	0.00	0.00	1923.20	0.00	-1923.20	-1923.20
SUPPLIES (EM)	1000.00	0.00	83.33	0.00	833.30	833.30	1000.00
TELEPHONE (EM)	1000.00	0.00	83.33	0.00	833.30	833.30	1000.00
TRAVEL & TRAINING (EM)	500.00	0.00	41.67	376.29	416.70	40.41	123.71
VEHICLE EXPENSE-GAS	0.00	0.00	0.00	39.32	0.00	-39.32	-39.32
VEHICLE EXPENSE-OTHER	0.00	0.00	0.00	30.00	0.00	-30.00	-30.00
TOTAL EMERGENCY MGMT EX	$ 21000.00	$ 3966.00	$ 1750.00	$ 22218.81	$ 17500.00	$ -4718.81	$ -1218.81
TOTAL EXPENDITURES	$ 1289505.00	$ 52721.48	$ 107458.76	$ 1043087.81	$ 1074587.60	$ 31499.79	$ 246417.19
NET INCOME -LOSS	$ 125616.00	$ 53294.43	$ 10467.99	$ 238470.68	$ 104679.90	$ 133790.78	$ 112854.68

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
WATER AND SEWER FUND
For the 10 month period ended October 31, 2013

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
WATER DEPARTMENT							
REVENUES							
GAIN -LOSS ON ASSET SALES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
CERTIFICATES OF PARTICIPA	59500.00	0.00	4958.33	59498.71	49583.30	9915.41	-1.29
INTEREST INCOME	1650.00	123.80	137.50	1468.72	1375.00	93.72	-181.28
METER INSTALLATIONS	5000.00	0.00	416.67	1950.00	4166.70	-2216.70	-3050.00
MISCELLANEOUS INCOME	1000.00	185.64	83.33	10090.86	833.30	9257.56	9090.86
PENALTY INCOME	20000.00	1555.44	1666.67	15998.17	16666.70	-668.53	-4001.83
TRASH INCOME	180000.00	18092.20	15000.00	155449.44	150000.00	5449.44	-24550.56
WATER SALES - COMMERCIAL	50000.00	3128.39	4166.67	29529.33	41666.70	-12137.37	-20470.67
WATER SALES - RESIDENTIAL	845000.00	78140.56	70416.67	667332.54	704166.70	-36834.16	-177667.46
CUSTOMER DEPOSITS RECEIVE	0.00	0.00	0.00	17640.00	0.00	17640.00	17640.00
TOTAL REVENUES	$ 1162150.00	$ 101226.03	$ 96845.84	$ 958957.77	$ 968458.40	$ -9500.63	$ -203192.23
EXPENSES							
ADVERTISING	$ 750.00	$ 0.00	$ 62.50	$ 1093.00	$ 625.00	$ -468.00	$ -343.00
AUDIT	5000.00	0.00	416.67	0.00	4166.70	4166.70	5000.00
BUILDING MAINTENANCE (WAT	1000.00	0.00	83.33	0.00	833.30	833.30	1000.00
CAPITAL ASSET EXPENDITURE	170000.00	-187089.44	14166.67	204046.69	141666.70	-62379.99	-34046.69
CONTRACT LABOR	2000.00	0.00	166.67	1027.74	1666.70	638.96	972.26
DUES AND SUBSCRIPTIONS	1500.00	0.00	125.00	1392.00	1250.00	-142.00	108.00
EQUIPMENT	40000.00	0.00	3333.33	0.00	33333.30	33333.30	40000.00
FISCAL AGENT FEES	1500.00	0.00	125.00	1050.00	1250.00	200.00	450.00
GROUP INSURANCE	25000.00	2720.86	2083.33	26572.13	20833.30	-5738.83	-1572.13
INSURANCE	14000.00	-67.86	1166.67	24451.99	11666.70	-12785.29	-10451.99
INTEREST EXPENSE	57129.00	0.00	4760.75	73770.02	47607.50	-26162.52	-16641.02
LEGAL AND PROFESSIONAL	750.00	35.00	62.50	35.00	625.00	590.00	715.00
PROFESSIONAL (WATER)	50000.00	11387.53	4166.67	72899.57	41666.70	-31232.87	-22899.57
MISCELLANEOUS EXPENSE	0.00	0.00	0.00	579.50	0.00	-579.50	-579.50
OFFICE SUPPLIES	13000.00	1524.76	1083.33	20084.92	10833.30	-9251.62	-7084.92
PAYROLL TAXES	25000.00	1020.24	2083.33	12701.28	20833.30	8132.02	12298.72
REPAIRS AND MAINTENANCE	30000.00	0.00	2500.00	10351.04	25000.00	14648.96	19648.96
RETIREMENT PLAN	13000.00	11566.98	1083.33	7785.37	10833.30	3047.93	5214.63
SALARIES	323000.00	13137.58	26916.67	166187.52	269166.70	102979.18	156812.48
SALARIES-OVERTIME	2500.00	198.87	208.33	630.51	2083.30	1452.79	1869.49
SUPPLIES	25000.00	2422.25	2083.33	29236.72	20833.30	-8403.42	-4236.72
SUPPLIES - PROJECT	0.00	-736.73	0.00	0.00	0.00	0.00	0.00
TRASH EXPENSE	170000.00	35363.34	14166.67	148620.21	141666.70	-6953.51	21379.79
TRAVEL AND TRAINING	4500.00	1295.34	375.00	3022.24	3750.00	727.76	1477.76
UTILITIES-ELECTRIC (WATER	80000.00	8954.51	6666.67	76634.31	66666.70	-9967.61	3365.69
UTILITIES-OTHER (WATER)	6000.00	1634.04	500.00	6945.38	5000.00	-1945.38	-945.38
VEHICLE EXPENSES-GAS	13000.00	1405.71	1083.33	8684.84	10833.30	2148.46	4315.16
VEHICLE EXPENSE-OTHER	7500.00	1248.08	625.00	3873.25	6250.00	2376.75	3626.75
PRINCIPAL EXPENSE (WATER)	40000.00	0.00	3333.33	80000.00	33333.30	-46666.70	-40000.00
TOTAL EXPENSES	$ 1121129.00	$ -93978.94	$ 93427.41	$ 981675.23	$ 934274.10	$ -47401.13	$ 139453.77
NET INCOME -LOSS	$ 41021.00	$ 195204.97	$ 3418.43	$ -22717.46	$ 34184.30	$ -56901.76	$ -63738.46

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
WATER AND SEWER FUND
For the 10 month period ended October 31, 2013

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
SEWER DEPARTMENT							
REVENUES							
GAIN -LOSS ON ASSET SALES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
HOOK-UP FEES RECEIVED (SE	6500.00	0.00	541.67	0.00	5416.70	-5416.70	-6500.00
INTEREST INCOME	1000.00	46.99	83.33	868.70	833.30	35.40	-131.30
PENALTY INCOME	30000.00	2588.20	2500.00	24525.25	25000.00	-474.75	-5474.75
SEWER SALES	1206000.00	110599.60	100500.00	1052417.48	1005000.00	47417.48	-153582.52
TOTAL REVENUES	$ 1243500.00	$ 113234.79	$ 103625.00	$ 1077811.43	$ 1036250.00	$ 41561.43	$ -165688.57
EXPENSES							
ADVERTISING	$ 100.00	$ 0.00	$ 8.33	$ 419.00	$ 83.30	$ -335.70	$ -319.00
AUDIT	5000.00	0.00	416.67	0.00	4166.70	4166.70	5000.00
BUILDING MAINTENANCE (SEW	500.00	0.00	41.67	42.15	416.70	374.55	457.85
CAPITAL ASSET EXPENDITURE	70000.00	0.00	5833.33	27131.77	58333.30	31201.53	42868.23
CONTRACT LABOR	1500.00	0.00	125.00	1027.73	1250.00	222.27	472.27
DUES AND SUBSCRIPTIONS	1000.00	0.00	83.33	747.00	833.30	86.30	253.00
EQUIPMENT	45000.00	0.00	3750.00	0.00	37500.00	37500.00	45000.00
FISCAL AGENT FEES	3000.00	0.00	250.00	1050.00	2500.00	1450.00	1950.00
GROUP INSURANCE	25000.00	2523.36	2083.33	23168.86	20833.30	-2335.56	1831.14
HOOK-UP EXPENSE (SEWER)	3000.00	0.00	250.00	0.00	2500.00	2500.00	3000.00
INSURANCE	16000.00	-67.86	1333.33	20780.12	13333.30	-7446.82	-4780.12
INTEREST EXPENSE	74170.00	0.00	6180.83	56728.75	61808.30	5079.55	17441.25
LEGAL AND PROFESSIONAL	1000.00	91.00	83.33	91.00	833.30	742.30	909.00
PROFESSIONAL (SEWER)	25000.00	1357.93	2083.33	9789.76	20833.30	11043.54	15210.24
OFFICE SUPPLIES	18000.00	2035.82	1500.00	20762.81	15000.00	-5762.81	-2762.81
PAYROLL TAXES	17800.00	941.76	1483.33	10441.02	14833.30	4392.28	7358.98
REPAIRS AND MAINTENANCE	10000.00	0.00	833.33	5606.14	8333.30	2727.16	4393.86
RETIREMENT PLAN	9300.00	739.36	775.00	6703.52	7750.00	1046.48	2596.48
SALARIES	232500.00	12126.98	19375.00	136334.68	193750.00	57415.32	96165.32
SALARIES-OVERTIME	2500.00	183.57	208.33	582.00	2083.30	1501.30	1918.00
SPRINGFIELD SEWER CHARGES	420000.00	35436.75	35000.00	348306.49	350000.00	1693.51	71693.51
SUPPLIES	11000.00	140.18	916.67	20862.14	9166.70	-11695.44	-9862.14
TRAVEL AND TRAINING	4500.00	90.35	375.00	1430.61	3750.00	2319.39	3069.39
UTILITIES-ELECTRIC (SEWER	50000.00	3868.91	4166.67	46965.24	41666.70	-5298.54	3034.76
UTILITIES-OTHER (SEWER)	10000.00	167.12	833.33	9566.83	8333.30	-1233.53	433.17
VEHICLE EXPENSE-GAS	12000.00	1405.69	1000.00	9749.71	10000.00	250.29	2250.29
VEHICLE EXPENSE-OTHER	4000.00	1348.20	333.33	4123.44	3333.30	-790.14	-123.44
PRINCIPAL EXPENSE (SEWER)	60000.00	0.00	5000.00	120000.00	50000.00	-70000.00	-60000.00
TOTAL EXPENSES	$ 1131870.00	$ 62389.12	$ 94322.47	$ 882410.77	$ 943224.70	$ 60813.93	$ 249459.23
NET INCOME -LOSS	$ 111630.00	$ 50845.67	$ 9302.53	$ 195400.66	$ 93025.30	$ 102375.36	$ 83770.66

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
PARK FUND
For the 10 month period ended October 31, 2013

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
REVENUES							
ADULT PROGRAMS	$ 17000.00	$ 144.00	$ 1416.67	$ 9285.25	$ 14166.70	$ -4881.45	$ -7714.75
ADVERTISING INCOME	27500.00	212.00	2291.67	15252.00	22916.70	-7664.70	-12248.00
CONCESSION INCOME	47500.00	2779.02	3958.33	31647.01	39583.30	-7936.29	-15852.99
FOURTH OF JULY	3500.00	0.00	291.67	4970.00	2916.70	2053.30	1470.00
INTEREST INCOME	1000.00	15.86	83.33	226.38	833.30	-606.92	-773.62
MISCELLANEOUS INCOME	1000.00	616.90	83.33	2910.06	833.30	2076.76	1910.06
MOBILE PHONE TOWER	11600.00	1045.29	966.67	10319.98	9666.70	653.28	-1280.02
PARK FEES	1250.00	0.00	104.17	0.00	1041.70	-1041.70	-1250.00
REAL ESTATE TAXES	54575.00	-13839.57	4547.92	38776.65	45479.20	-6702.55	-15798.35
FACILITY INCOME	47500.00	2073.00	3958.33	29685.47	39583.30	-9897.83	-17814.53
SALES TAX	475000.00	26028.08	39583.33	378853.28	395833.30	-16980.02	-96146.72
SALES TAX - CAP IMP	100000.00	0.00	8333.33	22612.97	83333.30	-60720.33	-77387.03
SPECIAL EVENT INCOME	11000.00	1600.00	916.67	1802.50	9166.70	-7364.20	-9197.50
SWIM POOL INCOME	100000.00	-193.75	8333.33	64987.34	83333.30	-18345.96	-35012.66
YOUTH PROGRAMS	150000.00	9614.55	12500.00	122172.03	125000.00	-2827.97	-27827.97
TOTAL REVENUES	$ 1048425.00	$ 30095.38	$ 87368.75	$ 733500.92	$ 873687.50	$ -140186.58	$ -314924.08

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
PARK FUND
For the 10 month period ended October 31, 2013

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
EXPENDITURES							
ADVERTISING	$ 1000.00	$ 0.00	$ 83.33	$ 1073.59	$ 833.30	$ -240.29	$ -73.59
BUILDING MAINTENANCE (PAR	1000.00	0.00	83.33	597.23	833.30	236.07	402.77
CAPITAL ASSET EXPENDITURE	40000.00	0.00	3333.33	15581.00	33333.30	17752.30	24419.00
CAPITAL ASSET EXP-EQUIPME	0.00	30321.00	0.00	0.00	0.00	0.00	0.00
CHEMICALS	8000.00	0.00	666.67	10253.33	6666.70	-3586.63	-2253.33
CONCESSIONS	25000.00	976.30	2083.33	17171.93	20833.30	3661.37	7828.07
CONTRACT LABOR	7000.00	2748.75	583.33	8243.87	5833.30	-2410.57	-1243.87
DUES AND SUBSCRIPTIONS	0.00	0.00	0.00	95.00	0.00	-95.00	-95.00
EQUIPMENT-SPORTS (PARK)	0.00	0.00	0.00	160.93	0.00	-160.93	-160.93
FIREWORKS	8000.00	0.00	666.67	14822.18	6666.70	-8155.48	-6822.18
FISCAL AGENT FEES	4000.00	-96.75	333.33	3600.00	3333.30	-266.70	400.00
GROUP INSURANCE	25000.00	2176.51	2083.33	14857.31	20833.30	5975.99	10142.69
INSURANCE	20000.00	-167.60	1666.67	34188.72	16666.70	-17522.02	-14188.72
INTEREST EXPENSE	251640.00	263.03	20970.00	128373.78	209700.00	81326.22	123266.22
LANDSCAPING	1000.00	400.00	83.33	631.03	833.30	202.27	368.97
LEASE PAYMENTS	145000.00	0.00	12083.33	115000.00	120833.30	5833.30	30000.00
LEGAL	1500.00	0.00	125.00	525.00	1250.00	725.00	975.00
PROFESSIONAL	8000.00	160.25	666.67	9692.34	6666.70	-3025.64	-1692.34
MISCELLANEOUS EXPENSE	0.00	0.00	0.00	294.54	0.00	-294.54	-294.54
OFFICE SUPPLIES	5500.00	376.83	458.33	7469.39	4583.30	-2886.09	-1969.39
PAYROLL TAXES	23500.00	1769.84	1958.33	24128.80	19583.30	-4545.50	-628.80
REPAIRS AND MAINTENANCE	10000.00	2464.86	833.33	5338.13	8333.30	2995.17	4661.87
RETIREMENT PLAN	5000.00	213.13	416.67	848.03	4166.70	3318.67	4151.97
SALARIES	180000.00	15531.41	15000.00	150550.50	150000.00	-550.50	29449.50
SALARIES-SEASONAL	127500.00	7603.11	10625.00	160724.91	106250.00	-54474.91	-33224.91
SALARIES-OVERTIME	1000.00	0.00	83.33	66.00	833.30	767.30	934.00
SUPPLIES-GENERAL (PARK)	6000.00	236.25	500.00	8629.51	5000.00	-3629.51	-2629.51
SUPPLIES-SPORTS (PARK)	18000.00	3348.32	1500.00	15471.58	15000.00	-471.58	2528.42
SUPPLIES-AQUATIC (PARK)	7500.00	95.00	625.00	12908.13	6250.00	-6658.13	-5408.13
SUPPLIES-SPECIAL ACTIVITY	19000.00	953.46	1583.33	12085.00	15833.30	3748.30	6915.00
SUPPLIES - GROUNDS	500.00	0.00	41.67	1231.26	416.70	-814.56	-731.26
TELEPHONE	7000.00	626.92	583.33	6400.38	5833.30	-567.08	599.62
TRAVEL AND TRAINING	2000.00	45.00	166.67	1819.44	1666.70	-152.74	180.56
UTILITIES-ELECTRIC (PARK)	48000.00	5967.26	4000.00	42987.63	40000.00	-2987.63	5012.37
UTILITIES-GAS	6000.00	0.00	500.00	2853.97	5000.00	2146.03	3146.03
UTILITIES-OTHER (PARK)	2500.00	372.64	208.33	2819.62	2083.30	-736.32	-319.62
VEHICLE EXPENSE-GAS	2500.00	402.46	208.33	3564.85	2083.30	-1481.55	-1064.85
VEHICLE EXPENSE-OTHER	2750.00	580.29	229.17	1520.61	2291.70	771.09	1229.39
PRINCIPAL EXPENSE (MID-MO	34000.00	-34000.00	2833.33	34000.00	28333.30	-5666.70	0.00
TOTAL EXPENDITURES	$ 1054390.00	$ -17273.73	$ 87865.80	$ 870579.52	$ 878658.00	$ 8078.48	$ 183810.48
NET INCOME -LOSS	$ -5965.00	$ 47369.11	$ -497.05	$ -137078.60	$ -4970.50	$ -132108.10	$ -131113.60

UNAUDITED

CITY OF WILLARD
BOARD OF ALDERMEN

AGENDA ITEM #5 (B)
FINANCE DEPARTMENT

ACTION REQUIRED: INFORMATION ONLY

October 2013 Financial Summaries

	2013 Budgeted Expenses	Expended As of October 31,201	% Used	2013 Projected Revenues	Received As of October 31,201	% Rec'd	Cumulative Gains or (Losses) Per Fund
General Fund							
General City Administration	$253,400.00	$250,625.72	98.9%				
Law and Public Safety Division	$675,250.00	$590,324.62	87.4%				
Street Division	$270,555.00	$125,506.47	46.4%				
Planning & Development Division	$68,300.00	$54,412.19	79.7%				
Emergency Management Division	$21,000.00	$22,218.81	105.8%				
Sub-Total	$1,288,505.00	$1,043,087.81	81.0%	$1,415,121.00	$1,281,558.49	90.6%	$238,470.68
Park Fund	$1,020,390.00	$870,579.52	85.3%	$1,048,425.00	$733,500.92	70.0%	($137,078.60)
Water Fund	$1,121,129.00	$981,675.23	87.6%	$1,162,150.00	$958,957.77	82.5%	($22,717.46)
Sewer Fund	$1,131,870.00	$882,410.77	78.0%	$1,243,500.00	$1,077,811.43	86.7%	$195,400.66
Totals	$4,561,894.00	$3,777,753.33	82.8%	$4,869,196.00	$4,051,828.61	83.2%	$274,075.28

	Total Reserves Available As of January 1, 2013	Total Operating Cash As of October 31,2013	Total Reserves Available As of October 31,2013
General Fund	$173,905.36	$19,353.18	$432,049.64
Water & Sewer Fund	$648,540.31	$176,165.19	$761,045.80
Park Fund	$229,679.04	$44,276.68	$155,605.79

evenues by Month

	2013 Budget	JAN		FEB		MAR		APR		MAY		JUN	
ieneral Fund	$1,569,750.00	$186,649.97		$169,177.02		$103,297.16		$101,331.17		$111,513.27		$115,276.83	
Cumm. Total		$186,649.97	11.9%	$355,826.99	22.7%	$459,124.15	29.2%	$560,455.32	35.7%	$671,968.59	42.8%	$787,245.42	50.2%
Vater	$946,250.00	$162,822.58		$76,460.77		$96,060.88		$75,437.47		$75,387.34		$77,100.59	
Cumm. Total		$162,822.58	17.2%	$239,283.35	25.3%	$335,344.23	35.4%	$410,781.70	43.4%	$486,169.04	51.4%	$563,269.43	59.5%
ewer	$1,158,000.00	$107,021.58		$96,521.98		$115,275.06		$93,382.23		$110,315.70		$115,055.88	
Cumm. Total		$107,021.58	9.2%	$203,543.56	17.6%	$318,818.62	27.5%	$412,200.85	35.6%	$522,516.55	45.1%	$637,572.43	55.1%
'arks	$1,054,675.00	$103,183.66		$60,118.43		$65,438.46		$53,461.08		$81,636.01		$123,102.13	
Cumm. Total		$103,183.66	9.8%	$163,302.09	15.5%	$228,740.55	21.7%	$282,201.63	26.8%	$363,837.64	34.5%	$486,939.77	46.2%
'otals	$4,728,675.00	$559,677.79		$402,278.20		$380,071.56		$323,611.95		$378,852.32		$430,535.43	
umm. Total		$559,677.79	11.8%	$961,955.99	20.3%	$1,342,027.55	28.4%	$1,665,639.50	35.2%	$2,044,491.82	43.2%	$2,475,027.05	52.3%

Revenues by Month

	2013 Budget	July		Aug		Sept		Oct		Nov		Dec	
General Fund	$1,415,121.00	$124,287.75		$94,425.18		$169,584.23		$106,015.91					
Cumm. Total		$911,533.17	64.4%	$1,005,958.35	71.1%	$1,175,542.58	83.1%	$1,281,558.49	90.6%		0.0%		0.0%
Water	$1,162,150.00	$104,557.45		$99,720.38		$90,654.37		$101,226.03					
Cumm. Total		$667,356.99	57.4%	$767,077.37	66.0%	$857,731.74	73.8%	$958,957.77	82.5%		0.0%		0.0%
Sewer	$1,243,500.00	$111,814.74		$109,415.89		$105,773.58		$113,234.79					
Cumm. Total		$749,387.17	60.3%	$858,803.06	69.1%	$964,576.64	77.6%	$1,077,811.43	86.7%		0.0%		0.0%
Parks	$1,048,425.00	$96,756.04		$50,910.57		$68,800.16		$30,095.38					
Cumm. Total		$583,694.81	55.7%	$634,605.38	60.5%	$703,405.54	67.1%	$733,500.92	70.0%		0.0%		0.0%
Totals	$4,869,196.00	$437,415.98		$354,472.02		$434,812.34		$350,572.11		$0.00		$0.00	
Cumm. Total		$2,911,972.14	59.8%	$3,266,444.16	67.1%	$3,701,256.50	76.0%	$4,051,828.61	83.2%	$4,051,828.61	83.2%	$4,051,828.61	83.2%

REVENUE SOURCES-Year to Date	2013 Projected Revenues	Received As of October 31, 2013	% of Projected Revenues Collected to Date
General Fund			
Asset Sales	$0	0.00	
Building Permits	$20,000	21115.54	105.6%
Cable TV Franchise Fees	$18,000	15751.88	87.5%
County Road & Bridge Tax	$27,921	27920.97	100.0%
Electric Franchise Fees	$235,000	195559.25	83.2%
Gas Franchise Fees	$50,000	34537.55	69.1%
Grant Revenues	$9,000	8157.20	N/A
Interest Income	$1,500	1085.84	72.4%
Law Enforcement Sales Tax	$24,000	20337.47	84.7%
Merchant Licenses	$5,100	2427.00	47.6%
Miscellaneous Revenues	$1,500	13849.74	923.3%
Mobile Phone Lease Fees	$60,000	49045.03	81.7%
Motor Vehicle Fuel Taxes	$187,200	144414.36	77.1%
Planning And Zoning	$5,000	1196.70	23.9%
Real Estate Taxes	$178,400	158879.48	89.1%
Recyling Center	$1,000	0.00	0.0%
Sales & Use Taxes	$420,000	437477.18	104.2%
Sales Tax - Capital Improvement	$85,000	80853.18	0.0%
State LET Account	$500	175.00	35.0%
Traffic Court Fines	$85,000	68215.12	80.3%
Trash Income	$0	0.00	0.0%
Veterans' Memorial	$1,000	560.00	56.0%
Totals	$1,415,121	$1,281,558	90.6%

REVENUE SOURCES-Year to Date	2013 Projected Revenues	Received As of October 31, 2013	% of Projected Revenues Collected to Date
Water Fund			
Asset Sales	$0	$0.00	N/A
Certificates of Particiation	$59,500	$59,498.71	N/A
Grant Receipts	$0	$0.00	N/A
Interest Income	$1,650	$1,468.72	89.0%
Meter Installations	$5,000	$1,950.00	39.0%
Miscellaneous Revenues	$1,000	$10,090.86	1009.1%
Penalty Income	$20,000	$15,998.17	80.0%
Trash Income	$180,000	$155,449.44	86.4%
Water Sales - Commercial	$50,000	$29,529.33	59.1%
Water Sales - Residential	$845,000	$667,332.54	79.0%
Customer Deposits Rec.		$17,640.00	
	$1,162,150	$958,957.77	82.5%
Sewer Fund			
Development Lift Station Fees	$0	$0.00	N/A
Asset Sales	$0	$0.00	N/A
Certificate of Participation	$0	$0.00	N/A
Hook-up Fees Received	$6,500	$0.00	0.0%
Interest Income	$1,000	$868.70	86.9%
Miscellaneous Revenues	$0	$0.00	0.0%
Penalty Income	$30,000	$24,525.25	1.0%
Sewer Sales	$1,206,000	$1,052,417.48	87.3%
	$1,243,500	$1,077,811.43	86.7%

REVENUE SOURCES-Year to Date	Projected Revenue	Received As of October 31, 2013	% of Projected Revenues Collected to Date
Park Fund			
Adult Program Fees	$17,000	$9,285.25	54.6%
Advertising Income	$27,500	$15,252.00	55.5%
Asset Sales	$0	$0.00	N/A
Certificates of Participation	$0	$0.00	N/A
Concession Income	$47,500	$31,647.01	66.6%
Fourth of July	$3,500	$4,970.00	0.0%
Grant Receipts	$0	$0.00	0.0%
Interest Income	$1,000	$226.38	22.6%
Miscellaneous Revenues	$1,000	$2,910.06	291.0%
Mobile Phone Tower Fees	$11,600	$10,319.98	89.0%
Park Fees	$1,250	$0.00	N/A
Real Estate Taxes	$54,575	$38,776.65	71.1%
Facility Rental Income	$47,500	$29,685.47	62.5%
Sales Tax	$475,000	$378,853.28	79.8%
Sales Tax - Capital Improvement	$100,000	$22,612.97	22.6%
Special Event Income	$11,000	$1,802.50	16.4%
Swimming Pool Income	$100,000	$64,987.34	65.0%
Youth Programs	$150,000	$122,172.03	81.4%
Transfers In or Out	$0	$0.00	0.0%
	$1,048,425	$733,500.92	70.0%

Expenses	2013 Budget	JAN		FEB		MAR		APR		MAY		JUN	
General City Governme	$221,400.00	$15,788.23		$15,830.80		$20,514.99		$28,728.89		$18,015.04		$39,340.39	
Cumm. Total		$15,788.23	7.1%	$31,619.03	14.3%	$52,358.64	23.6%	$81,087.53	36.6%	$99,102.57	44.8%	$138,442.96	17.8%
Law & Public Safety	$691,350.00	$44,799.43		$68,836.37		$49,711.22		$63,980.39		$48,000.46		$99,928.99	
Cumm. Total		$44,799.43	6.5%	$113,635.80	16.4%	$164,016.95	23.7%	$227,906.46	33.0%	$275,906.92	39.9%	$375,835.91	14.5%
Water	$951,659.00	$122,689.83		$66,345.39		$61,485.43		$118,220.97		$44,790.13		$218,988.81	
Cumm. Total		$122,689.83	12.9%	$189,035.22	19.9%	$267,038.14	28.1%	$408,799.00	43.0%	$453,589.13	47.7%	$672,577.94	23.0%
Sewer	$1,140,626.00	$57,728.08		$39,984.35		$76,443.40		$102,003.62		$64,817.38		$40,948.99	
Cumm. Total		$57,728.08	5.1%	$97,712.43	8.6%	$175,015.14	15.3%	$292,280.36	25.6%	$357,097.74	31.3%	$398,046.73	3.6%
Streets	$459,800.00	$26,499.78		$16,092.85		$9,700.09		$8,359.28		$16,717.72		$33,482.49	
Cumm. Total		$26,499.78	5.8%	$42,592.63	9.3%	$52,277.97	11.4%	$60,637.25	13.2%	$77,354.97	16.8%	$110,837.46	7.3%
Planning & Developme	$83,600.00	$4,681.55		$4,796.75		$5,281.11		$7,011.83		$5,128.16		$5,103.52	
Cumm. Total		$4,681.55	5.6%	$9,478.30	11.3%	$14,937.28	17.9%	$21,949.11	26.3%	$27,077.27	32.4%	$32,180.79	6.1%
Parks	$1,033,090.00	$30,678.63		$30,063.85		$28,429.54		$58,776.72		$298,370.59		$143,773.33	
Cumm. Total		$30,678.63	3.0%	$60,742.48	5.9%	$94,087.16	9.1%	$160,698.87	15.6%	$459,069.46	44.4%	$602,842.79	13.9%
Emergency Manageme	$20,500.00	$10.00		$7,932.00		$0.00		$30.00		$3,966.00		$1,923.20	
Cumm. Total		$10.00	0.0%	$7,942.00	38.7%	$7,942.00	38.7%	$7,972.00	38.9%	$11,938.00	58.2%	$13,861.20	9.4%
Totals	$4,602,025.00	$302,875.53		$249,882.36		$251,565.78		$387,111.70		$499,805.48		$583,489.72	
Cumm. Total		$302,875.53		$552,757.89	12.0%	$827,673.28		$1,214,784.98		$1,714,590.46		$2,344,625.78	

Expenses	2013 Budget	JUL		AUG		SEPT		OCT		NOV		DEC	
General City Govt	$253,400.00	$25,762.41		$30,422.07		$38,794.19		$17,365.06					
Cumm. Total		$164,044.40	64.7%	$194,466.47	76.7%	$233,260.66	92.1%	$250,625.72	98.9%		0.0%		0.0%
Law	$675,250.00	$48,529.16		$54,662.89		$68,102.12		$43,133.36					
Cumm. Total		$424,426.25	62.9%	$479,089.14	70.9%	$547,191.26	81.0%	$590,324.62	87.4%		0.0%		0.0%
Water	$1,121,129.00	$84,563.55		$197,560.26		$120,952.42		-$93,978.94					
Cumm. Total		$757,141.49	67.5%	$954,701.75	85.2%	$1,075,654.17	95.9%	$981,675.23	87.6%		0.0%		0.0%
Sewer	$1,131,870.00	$83,005.04		$262,169.71		$76,800.17		$62,389.12					
Cumm. Total		$481,051.77	42.5%	$743,221.48	65.7%	$820,021.65	72.4%	$882,410.77	78.0%		0.0%		0.0%
Streets	$270,555.00	$8,409.81		$9,622.99		$13,491.09		-$16,854.88					
Cumm. Total		$119,247.27	44.1%	$128,870.26	47.6%	$142,361.35	52.6%	$125,506.47	46.4%		0.0%		0.0%
Plan & Dev	$68,300.00	$4,984.25		$5,145.60		$6,989.61		$5,111.94					
Cumm. Total		$37,165.04	54.4%	$42,310.64	61.9%	$49,300.25	72.2%	$54,412.19	79.7%		0.0%		0.0%
Parks	$1,020,390.00	$88,963.25		$111,993.52		$84,053.69		-$17,273.73					
Cumm. Total		$691,806.04	67.8%	$803,799.56	78.8%	$887,853.25	87.0%	$870,579.52	85.3%		0.0%		0.0%
Emg Mgmt	$21,000.00	$4,026.18		$0.00		$365.43		$3,966.00					
Cumm. Total		$17,887.38	85.2%	$17,887.38	85.2%	$18,252.81	86.9%	$22,218.81	105.8%		0.0%		0.0%
Totals	$4,561,894.00	$348,243.65		$671,577.04		$409,548.72		$3,857.93		$0.00		$0.00	
Cumm. Total		$348,243.65	7.6%	$3,364,346.68	73.7%	$3,773,895.40	82.7%	$3,777,753.33	82.8%	$0.00	0.0%	$0.00	0.0%

CITY OF WILLARD
BOARD OF ALDERMEN

C
AGENDA ITEM #5 ~~(B)~~
FINANCE DEPARTMENT

ACTION REQUIRED: INFORMATION ONLY

Year to Date Report Summaries

CITY OF WILLARD
2013 WATER LOSS REPORT

		Billed		Adjustments			Water Loss		#
	Pumped	Gallons	$$$	Flushing	Leaks	City Usage	Gallons	%	Cust
January	24,441,600	15,538,170	65,837.17	20850	7000	10000	8,941,280	36.58%	3126
February	25,062,200	14,803,193	64,554.80	68160	0	10000	10,337,167	41.25%	3156
March	25,095,100	14,190,391	63,256.29	20150	78014	10000	11,012,873	43.88%	3165
April	28,408,700	25,291,828	88,314.81	158217	9250	10000	3,294,339	11.60%	3173
May	31,656,900	13,933,547	62,899.95	63350	0	95280	17,501,823	55.29%	3181
June	34,657,500	18,144,937	72,297.13	20750	1626090	320640	14,545,083	41.97%	3178
July	32,166,100	20,831,245	78,335.69	100140	745225	628370	9,861,120	30.66%	3183
August	32,833,400	18,174,344	72,495.26	40970	100000	233920	14,284,166	43.50%	3197
September	27,176,900	18,770,589	73,799.21	27130	100000	27540	8,251,641	30.36%	3190
October	28,698,600	17,028,508	69,844.29	34990	3000000	13280	8,621,822	30.04%	3185
November									
December									

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	Water Sales				Sewer Sales				Trash Sales		
2013	Billing		Receipts	Arrears	Billing		Receipts	Arrears	Billing	Receipts	Arrears
	Gals	$$	$$	$$	Gals	$$	$$	$$	$$	$$	$$
January	15,538,170	65,837.17	73,630.95	4,015.45	10,083,775	105,483.81	105,515.32	18,121.93	16,719.75	16,676.78	2,631.15
February	14,803,193	64,554.80	59,530.78	3,387.82	9,722,199	104,478.81	93,833.12	19,494.95	16,746.75	15,325.07	2,457.69
March	14,190,391	63,256.29	75,125.12	1,154.04	9,484,054	103,062.20	111,371.29	18,698.09	16,861.50	17,904.75	2,237.95
April	25,291,828	88,314.81	58,282.33	230.77	10,130,101	107,203.61	92,641.02	17,613.43	16,915.50	15,647.88	1,982.05
May	13,933,547	62,899.95	67,057.24	4,583.87	10,446,608	108,480.23	106,746.63	22,860.95	17,192.25	16,917.55	2,678.47
June	18,144,937	72,297.13	59,223.31	5,610.04	11,496,668	114,018.09	96,924.32	27,239.84	17,280.00	15,557.20	3,052.75
July	20,831,245	78,335.69	84,397.57	7,260.14	10,511,038	109,105.52	107,905.77	31,306.80	17,246.25	16,917.35	2,976.72
August	18,174,344	72,495.26	78,246.54	8,373.31	10,454,734	108,786.05	106,329.51	33,310.16	17,509.50	16,983.77	3,164.70
September	18,770,589	73,799.21	70,322.54	5,696.44	10,523,663	109,093.03	102,003.83	29,761.78	17,799.75	16,327.10	2,777.50
October	17,028,508	69,844.29	80,545.85	7,611.56	10,349,172	108,180.87	109,162.08	32,359.94	17,833.50	17,734.45	2,794.45
November											
December											

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GENERAL FUND SALES TAX RECEIPT SUMMARY

	2010			2011			2012		2013		
	Cap Imp	Use	City	Cap Imp	Use	City	Use	City	Cap Imp	Use	City
January	$13,631.13	$2,958.92	$29,324.69	$15,072.94	$2,279.42	$30,146.24	$1,768.60	$33,483.17	681.53	3,209.09	33,985.66
February	$8,175.93	$2,251.81	$18,484.84	$7,955.56	$2,107.10	$15,911.22	$2,062.28	$13,404.52	1,943.35	3,425.99	19,050.62
March	$14,456.14	$1,534.82	$34,012.04	12540.67	$732.52	$25,081.47	$4,092.52	$39,842.27	5,464.13	2,689.20	32,769.61
April	$12,341.47	$1,586.13	$28,889.71	$21,884.75	$2,296.75	$43,769.88	$ 4,452.07	$ 39,157.37	18,151.43	4,354.77	36,481.17
May	$7,266.11	$2,873.03	$16,213.88	$8,237.29	$1,835.59	$16,474.72	$ 1,946.00	$ 13,400.75	11,094.36	3,465.20	22,559.31
June	$20,360.88	$1,771.08	$44,333.95	$18,716.02	$1,528.83	$37,432.07	$ 3,091.17	$ 50,210.58	25,572.76	3,513.41	57,062.10
July	$12,092.52	$1,776.69	$26,480.19	$21,859.33	$2,666.11	$43,718.78	$ 3,611.87	$ 38,178.36	18,191.91	2,834.53	36,560.93
August	$8,447.23	$1,212.55	$16,811.43	$7,307.79	$1,482.91	$14,615.76	$ 5,039.10	$ 12,316.99	7,102.34	2,658.87	14,132.92
September	$20,478.16	$1,582.23	$48,071.83	$24,888.43	$1,802.43	$49,777.16	$ 4,502.96	$ 55,221.06	29,318.49	2,719.35	58,600.00
October	$15,967.59	$1,698.03	$35,731.74	$15,117.62	$1,498.90	$30,235.22	$ 4,259.19	$ 30,204.24	14,230.05	1,500.56	28,485.39
November	$6,580.69	$1,726.15	$13,658.64	$8,175.80	$1,611.64	$18,500.67	3,463.33	17,591.62	11,308.33	2,210.90	22,607.21
December	$20,437.77	$1,602.46	$46,195.67	$23,396.98	$3,821.10	$46,794.05	$ 3,167.11	47,545.21			
Totals	$160,235.62	$22,573.90	$358,208.61	$185,153.18	$23,663.30	$372,457.24	$41,456.20	$390,556.14	143,058.68	32,581.87	362,294.92
		$541,018.13			$581,273.72			$432,012.34			537,935.47
		380782.51			396120.54						

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PARK FUND SALES TAX RECEIPT SUMMARY

	2011			2012					2013				
	County	Use	Park	Cap Imp	Use	County		Park	Cap Imp	Use	County		Park
						I	II				I	II	
January	17329.97	1139.70	14588.49	15607.35	884.30	8883.77	17738.49	16741.44	16992.77	1604.54	8334.69	8172.21	14829.92
									112.56				
February	16655.67	1053.55	7088.69	6785.70	1031.14	7123.76	14234.70	6187.95	7581.91	1713.00	9971.03	10000.50	9510.39
March	14293.71	366.26	11008.51	19921.20	2046.24	9455.41	18875.91	17133.46	10925.07	1344.60	8795.01	8766.81	14328.39
April	28682.82	1148.37	17577.62	17046.56	2226.03	9854.90	19683.45	19490.92	89.21	2177.38	6561.60	6592.09	14654.62
May	20016.07	917.79	7441.19	6720.17	973.16	5570.98	11430.80	6700.39	185.25	1732.60	10433.43	10452.26	10689.62
June	27813.84	764.42	16104.56	23339.54	1545.59	10928.80	21692.49	25105.42	2958.29	1756.71	9657.14	9672.67	25848.72
July	31301.43	1333.06	20684.35	16986.07	1805.93	9317.68	18629.16	19086.96	88.58	1417.27	6010.08	6032.09	16374.78
August	16096.76	741.45	7006.74	6158.28	2519.55	6041.87	11391.58	5644.29	0.00	1329.44	11778.61	11801.36	6609.08
				2306.39									
September	37465.80	901.21	21007.07	27610.32	2251.48	10901.10	14060.69	24465.87	0.00	1359.67	8198.16	8227.06	26211.61
				14874.06									
October	25674.48	749.45	13361.07	15102.13	2129.59	8373.27	16588.52	12896.23	0.00	750.28			12810.58
				14410.67									
November	18147.25	805.82	9250.27	8795.78	1731.66	6640.94	6620.36	6896.49	0.00	1105.45			10689.04
				8112.16									
December	30661.36	1910.54	21028.39	23772.49	1583.56	7972.34	7998.91	10369.53					
				22263.51									
Totals	284139.16	11831.62	166146.95	249812.38	20728.23	101064.82	178945.06	170718.95	38933.64	16290.94	79739.75	79717.05	162556.75

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CITY OF WILLARD
BOARD OF ALDERMEN

D
AGENDA ITEM #5 ~~(C)~~
FINANCE DEPARTMENT

ACTION REQUIRED: APPROVAL REQUESTED

July 2013 Financial Statements (Amended)

Motor Fuel Tax

	2011	2012	2013
January	$ 9,785.47	$ 14,937.92	$ 15,755.00
February	$ 10,049.94	$ 15,380.44	$ 14,612.19
March	$ 8,928.60	$ 14,734.66	$ 14,192.64
April	$ 9,792.87	$ 15,755.88	$ 15,615.25
May	$ 10,593.43	$ 15,986.75	$ 15,971.44
June	$ 9,954.01	$ 16,051.17	$ 17,248.80
July	$ 10,492.08	$ 16,539.51	$ 15,188.07
August	$ 10,200.12	$ 16,386.28	$ 16,623.05
September	$ 11,208.41	$ 16,148.03	$ 16,437.34
October	$ 10,307.43	$ 16,512.64	$ 16,995.21
November	$ 9,620.78	$ 15,391.24	$ 15,766.92
December	$ 10,082.28	$ 15,708.84	
	$ 121,015.42	$ 189,533.36	$ 174,405.91

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CITY OF WILLARD
BALANCE SHEET
GENERAL FUND
July 31, 2013

ASSETS

CURRENT ASSETS

ASH IN BANK - CHECKING	$ 23,693.63	
ASH IN BANK- MID-MISSOURI BANK	19,553.61	
ASH IN BANK - CD'S	75,008.49	
ASH IN BANK - JIS	1,339.28	
ASH IN REPURCHASE AGREEMENT	204,898.55	
ETTY CASH	350.00	
UE FROM WATER/SEWER FUND	108,007.37	
UE FROM RECREATION FUND	228,575.72	
TOTAL ASSETS		$ 661,426.65

LIABILITIES AND EQUITY

LIABILITIES

AYROLL TAXES PAYABLE	$ 2,188.35	
OURT BONDS PAYABLE	-1,041.40	
AGERS PAYABLE	- 295.24	
ROUP INSURANCE PAYABLE	1,515.71	
ARNISHMENTS PAYABLE	1,147.39	
UE TO WATER/SEWER FUND	33,352.05	
UE TO RECREATION FUND	4,906.58	
TOTAL LIABILITIES		$ 41,773.44

EQUITY

UND BALANCE	$ 470,890.38	
ET INCOME -LOSS	148,762.83	
TOTAL FUND EQUITY		$ 619,653.21
TOTAL LIABILITIES AND EQUITY		$ 661,426.65

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
WATER AND SEWER FUND
July 31, 2013

ASSETS

CURRENT ASSETS		
ASH IN BANK - CHECKING	$ 179,148.27	
ATER/SEWER FUND TDOA	660,769.19	
ASH - WATER PRINCIPAL AND INTEREST	914,680.01	
UE FROM GENERAL FUND	33,352.05	
005 RESERVE FUND	49,500.00	
005 CONSTRUCTION FUND	905.36	
UE FROM RECREATION FUND	1,031.43	
008 RESERVE FUND	231,192.21	
008 CONSTRUCTION FUND	59,498.71	
ETURNED CHECKS	205.36	
EFERRED CHARGE-COI-2002 REFUNDING BONDS	.00	
TOTAL CURRENT ASSETS		$ 2,130,282.59
FIXED ASSETS		
AND	$ .00	
CCUMULATED DEPRECIATION	.00	
NET FIXED ASSETS		$ .00
TOTAL ASSETS		$ 2,130,282.59

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
WATER AND SEWER FUND
July 31, 2013

LIABILITIES AND EQUITY

LIABILITIES		
AYROLL TAXES PAYABLE	$ .00	
ALES TAX PAYABLE	-2,297.56	
IISSOURI PRIMACY TAX	8,910.70	
'ATER POLLUTION SERVICE CONNECTION FEE	41.78	
USTOMER DEPOSITS	10,170.00	
UE TO GENERAL FUND	108,007.37	
UE TO RECREATION FUND	251.86	
EVENUE BONDS PAYABLE	-50,000.00	
005 REVENUE BONDS PAYABLE	-20,000.00	
008 REVENUE BONDS PAYABLE	-30,000.00	
EFERRED LOSS ON REFINANCING	.00	
TOTAL LIABILITIES		$ 25,084.15
EQUITY		
ONT. CAPITAL - FED & STATE	$ .00	
ETAINED EARNINGS	1,926,647.54	
ET INCOME -LOSS	178,550.90	
TOTAL FUND EQUITY		$ 2,105,198.44
TOTAL LIABILITIES AND EQUITY		$ 2,130,282.59

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
PARK FUND
July 31, 2013

ASSETS

CURRENT ASSETS

ASH IN BANK - CHECKING	$ 93,202.13	
ARK FUND TDOA	155,558.73	
ETTY CASH	240.00	
UE FROM GENERAL FUND	4,906.58	
009 B CERTIFICATE FUND	251.86	
008 RESERVE FUND	301,000.00	
008 COST OF ISSUANCE	3,420.57	
TOTAL ASSETS		$ 558,579.87

LIABILITIES AND EQUITY

AYROLL TAXES PAYABLE	$ -20.00	
UE TO GENERAL FUND	228,575.72	
UE TO WATER/SEWER FUND	1,031.43	
ID-MISSOURI BANK	.00	
TOTAL LIABILITIES		$ 229,587.15

EQUITY

UND BALANCE	$ 439,928.95	
ET INCOME -LOSS	- 110,936.23	
TOTAL FUND EQUITY		$ 328,992.72

TOTAL LIABILITIES AND EQUITY	$ 558,579.87

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
ACCOUNT GROUP
July 31, 2013

GENERAL FIXED ASSETS

ASSETS

IXED ASSETS, UNDEPRECIATED	$ 3,132,701.57
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EQUITY

NVESTMENT IN GENERAL FIXED ASSETS	$ 3,132,701.57
	=============

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
ACCOUNT GROUP
July 31, 2013

GENERAL LONG-TERM DEBTS

ASSETS

MOUNT AVAILABLE FOR DEBT RETIREMENT	$ 62,452.03	
MOUNT AVAILABLE FOR DEBT RETIREMENT	158,044.38	
MOUNT TO BE PROVIDED FOR DEBT RETIREMENT	397,547.97	
MOUNT TO BE PROVIDED FOR DEBT RETIREMENT - 2001	1,366,955.62	
MOUNT TO BE PROVIDED-POLICE STATION	245,000.00	
TOTAL ASSETS		$ 2,230,000.00

LIABILITIES

ERTIFICATES OF PARTICIPATION PAYABLE	460,000.00	
ERTIFICATE OF PARTICIPATION - 2001	1,525,000.00	
EASE-PURCHASE-POLICE STATION (2002)	245,000.00	
TOTAL LIABILITIES		$ 2,230,000.00

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 10 month period ended July 31, 2013

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
REVENUES							
SSET SALES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
UILDING PERMITS	20000.00	640.00	1666.67	16371.54	11666.69	4704.85	-3628.46
ABLE TV FRANCHISE FEES	18000.00	4380.35	1500.00	11965.20	10500.00	1465.20	-6034.80
OUNTY ROAD AND BRIDGE TA	27921.00	0.00	2326.75	27920.97	16287.25	11633.72	-.03
LECTRIC FRANCHISE FEES	235000.00	19288.28	19583.33	121666.63	137083.31	-15416.68	-113333.37
AS FRANCHISE FEES	50000.00	1856.98	4166.67	29122.26	29166.69	-44.43	-20877.74
RANT REVENUES	9000.00	0.00	750.00	2076.63	5250.00	-3173.37	-6923.37
NTEREST INCOME	1500.00	23.84	125.00	323.04	875.00	-551.96	-1176.96
AW ENFORCEMENT SALES TAX	24000.00	1979.00	2000.00	9895.00	14000.00	-4105.00	-14105.00
ERCHANTS LICENSES	5100.00	74.50	425.00	2314.50	2975.00	-660.50	-2785.50
ISCELLANEOUS	1500.00	9895.90	125.00	16091.05	875.00	15216.05	14591.05
OBILE PHONE LEASE FEES	60000.00	3086.00	5000.00	36637.03	35000.00	1637.03	-23362.97
OTOR VEHICLE TAXES	187200.00	15188.07	15600.00	106851.01	109200.00	-2348.99	-80348.99
LANNING AND ZONING	5000.00	0.00	416.67	1146.70	2916.69	-1769.99	-3853.30
EAL ESTATE TAXES	178400.00	1342.51	14866.67	138757.35	104066.69	34690.66	-39642.65
ECYCLE CENTER INCOME	1000.00	0.00	83.33	0.00	583.31	-583.31	-1000.00
ALES & USE TAX REVENUES	420000.00	39395.46	35000.00	302657.79	245000.00	57657.79	-117342.21
ALES TAX - CAP IMP	85000.00	18191.91	7083.33	44432.35	49583.31	-5150.96	-40567.65
TATE LET ACCOUNT	500.00	0.00	41.67	0.00	291.69	-291.69	-500.00
RAFFIC COURT FINES	85000.00	8944.95	7083.33	43004.12	49583.31	-6579.19	-41995.88
ETERAN'S MEMORIAL	1000.00	0.00	83.33	300.00	583.31	-283.31	-700.00
RANSFERS IN -OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	$ 1415121.00	$ 124287.75	$ 117926.75	$ 911533.17	$ 825487.25	$ 86045.92	$ -503587.83

EXPENDITURES

COMMUNITY BUILDING:

	ANNUAL BUDGET	CURRENT BALANCE	BUDGET	YEAR TO DATE BALANCE	BUDGET	OVER/UNDER	UNEXPENDED
DVERTISING	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
TILITIES-OTHER (CB)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL COMM.BLDG. EXPENS	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00

NAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 10 month period ended July 31, 2013

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
GENERAL CITY GOVERNMENT:							
.DVERTISING $	1500.00 $	0.00 $	125.00 $	1494.96 $	875.00 $	-619.96 $	5.04
.UDIT FEE	5000.00	1500.00	416.67	12437.90	2916.69	-9521.21	-7437.90
:ONTRACT LABOR	1000.00	0.00	83.33	0.00	583.31	583.31	1000.00
'UES AND SUBSCRIPTIONS	2000.00	190.00	166.67	4985.17	1166.69	-3818.48	-2985.17
.LECTION EXPENSE	2500.00	666.35	208.33	3163.35	1458.31	-1705.04	-663.35
ROUP INSURANCE	15000.00	1785.63	1250.00	9933.38	8750.00	-1183.38	5066.62
NSURANCE	14800.00	0.00	1233.33	16108.56	8633.31	-7475.25	-1308.56
EGAL	20000.00	0.00	1666.67	5509.89	11666.69	6156.80	14490.11
ROFESSIONAL (GCG)	18000.00	6934.00	1500.00	27972.07	10500.00	-17472.07	-9972.07
IISCELLANEOUS EXPENSE	1000.00	0.00	83.33	186.41	583.31	396.90	813.59
'FFICE SUPPLIES	8000.00	783.65	666.67	8756.06	4666.69	-4089.37	-756.06
AYROLL TAXES	9700.00	809.83	808.33	3925.14	5658.31	1733.17	5774.86
.EPAIRS AND MAINTENANCE	1000.00	0.00	83.33	354.18	583.31	229.13	645.82
.ETIREMENT PLAN	3600.00	330.57	300.00	2471.67	2100.00	-371.67	1128.33
ALARIES	125000.00	10586.00	10416.67	51309.04	72916.69	21607.65	73690.96
UPPLIES	4500.00	205.52	375.00	163.54	2625.00	2461.46	4336.46
'ELEPHONE	7800.00	963.55	650.00	7213.63	4550.00	-2663.63	586.37
'RAVEL AND TRAINING	2500.00	590.31	208.33	1412.75	1458.31	45.56	1087.25
TILITIES-ELECTRIC (GCG)	6000.00	247.27	500.00	1932.89	3500.00	1567.11	4067.11
TILITIES-GAS (GCG)	1000.00	78.81	83.33	923.12	583.31	-339.81	76.88
TILITIES-OTHER (GCG)	1000.00	50.92	83.33	589.80	583.31	-6.49	410.20
'EHICLE EXPENSES-GAS	1000.00	0.00	83.33	520.24	583.31	63.07	479.76
'EHICLE EXPENSE-OTHER	1000.00	0.00	83.33	379.46	583.31	203.85	620.54
'ETERAN'S MEMORIAL EXPENS	500.00	40.00	41.67	2301.19	291.69	-2009.50	-1801.19
TOTAL GENERAL CITY EXPE $	253400.00 $	25762.41 $	21116.65 $	164044.40 $	147816.55 $	-16227.85 $	89355.60

NAUDITED

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CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 10 month period ended July 31, 2013

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
LAW AND PUBLIC SAFETY:							
DVERTISING	$ 0.00	$ 0.00	$ 0.00	$ 14.00	$ 0.00	$ -14.00	$ -14.00
UILDING MAINTENANCE (LAW	500.00	0.00	41.67	0.00	291.69	291.69	500.00
APITAL ASSET EXPENDITURE	55000.00	1566.60	4583.33	51095.71	32083.31	-19012.40	3904.29
ONTRACT LABOR	750.00	0.00	62.50	505.78	437.50	-68.28	244.22
VC FEES PAID	4200.00	527.62	350.00	2841.52	2450.00	-391.52	1358.48
OURT AUTOMATION FEES	4200.00	518.00	350.00	2789.69	2450.00	-339.69	1410.31
ARE	1000.00	0.00	83.33	0.00	583.31	583.31	1000.00
UES AND SUBSCRIPTIONS	500.00	115.00	41.67	515.00	291.69	-223.31	-15.00
ROUP INSURANCE	49500.00	3958.54	4125.00	23402.04	28875.00	5472.96	26097.96
NSURANCE	20000.00	53.85	1666.67	28604.31	11666.69	-16937.62	-8604.31
EGAL AND PROFESSIONAL	18000.00	729.38	1500.00	22560.36	10500.00	-12060.36	-4560.36
ROFESSIONAL (LAW)	18000.00	578.28	1500.00	-3442.67	10500.00	13942.67	21442.67
ISCELLANEOUS EXPENSE	0.00	0.00	0.00	-60.00	0.00	60.00	60.00
FFICE EXPENSE (LAW)	6000.00	663.07	500.00	5046.08	3500.00	-1546.08	953.92
AYROLL TAXES	27500.00	2057.51	2291.67	16444.71	16041.69	-403.02	11055.29
OST FUND	750.00	74.00	62.50	398.52	437.50	38.98	351.48
EPAIRS AND MAINTENANCE	2000.00	0.00	166.67	1239.75	1166.69	-73.06	760.25
ETIREMENT PLAN	14000.00	1165.87	1166.67	7709.56	8166.69	457.13	6290.44
ALARIES	358600.00	25276.80	29883.33	213344.87	209183.31	-4161.56	145255.13
ALARIES-OVERTIME	2000.00	0.00	166.67	0.00	1166.69	1166.69	2000.00
UPPLIES	6500.00	131.83	541.67	1287.25	3791.69	2504.44	5212.75
ELEPHONE	9200.00	920.50	766.67	6432.99	5366.69	-1066.30	2767.01
RAVEL AND TRAINING	5750.00	601.02	479.17	3037.54	3354.19	316.65	2712.46
NIFORMS	6800.00	5086.87	566.67	5086.87	3966.69	-1120.18	1713.13
TILITIES-ELECTRIC (LAW)	4500.00	356.77	375.00	1837.11	2625.00	787.89	2662.89
TILITIES-GAS (LAW)	2500.00	0.00	208.33	0.00	1458.31	1458.31	2500.00
TILITIES-OTHER (LAW)	2500.00	18.02	208.33	2212.11	1458.31	-753.80	287.89
EHICLE EXPENSES-GAS	40000.00	1860.58	3333.33	20100.50	23333.31	3232.81	19899.50
EHICLE EXPENSE-OTHER	15000.00	2269.05	1250.00	11422.65	8750.00	-2672.65	3577.35
TOTAL LAW AND SAFETY EX	$ 675250.00	$ 48529.16	$ 56270.85	$ 424426.25	$ 393895.95	$ -30530.30	$ 250823.75

NAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 10 month period ended July 31, 2013

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
STREET DEPARTMENT:							
DVERTISING	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
APITAL ASSET EXPENDITURE	15000.00	0.00	1250.00	5943.00	8750.00	2807.00	9057.00
ONTRACT LABOR	500.00	0.00	41.67	0.00	291.69	291.69	500.00
ROUP INSURANCE	9875.00	0.00	822.92	3017.94	5760.44	2742.50	6857.06
NSURANCE	8500.00	0.00	708.33	1725.64	4958.31	3232.67	6774.36
ISCELLANEOUS EXPENSE	0.00	0.00	0.00	-225.00	0.00	225.00	225.00
AVING	0.00	0.00	0.00	11820.00	0.00	-11820.00	-11820.00
AYROLL TAXES	2680.00	170.60	223.33	1980.59	1563.31	-417.28	699.41
UBLIC IMPROVEMENTS (ST)	80000.00	525.00	6666.67	525.00	46666.69	46141.69	79475.00
ECYCLE CENTER EXPENSE	3000.00	208.70	250.00	1357.31	1750.00	392.69	1642.69
EPAIRS AND MAINTENANCE	1500.00	0.00	125.00	453.03	875.00	421.97	1046.97
ETIREMENT PLAN	1500.00	0.00	125.00	11768.73	875.00	-10893.73	-10268.73
ALARIES	35000.00	2229.98	2916.67	21835.33	20416.69	-1418.64	13164.67
TREET LIGHTS	62000.00	4775.65	5166.67	32677.96	36166.69	3488.73	29322.04
UPPLIES	13000.00	305.15	1083.33	5174.22	7583.31	2409.09	7825.78
RASH EXPENSE	18900.00	0.00	1575.00	18819.99	11025.00	-7794.99	80.01
RAVEL AND TRAINING	0.00	0.00	0.00	765.00	0.00	-765.00	-765.00
REE MAINTENANCE (ST)	10400.00	0.00	866.67	200.00	6066.69	5866.69	10200.00
TILITIES-ELECTRIC (ST)	1500.00	194.73	125.00	411.47	875.00	463.53	1088.53
TILITIES-GAS (ST)	1200.00	0.00	100.00	0.00	700.00	700.00	1200.00
TILITIES-OTHER (ST)	0.00	0.00	0.00	471.25	0.00	-471.25	-471.25
EHICLE EXPENSES-GAS	5000.00	0.00	416.67	101.97	2916.69	2814.72	4898.03
EHICLE EXPENSE-OTHER	1000.00	0.00	83.33	423.84	583.31	159.47	576.16
TOTAL STREET EXPENSES	$ 270555.00	$ 8409.81	$ 22546.26	$ 119247.27	$ 157823.82	$ 38576.55	$ 151307.73

NAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 10 month period ended July 31, 2013

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
PLANNING & DEVELOPMENT							
:APITAL ASSET EXPENDITURE	15000.00	0.00	1250.00	0.00	8750.00	8750.00	15000.00
)UES & SUBSCRIPTIONS (P&D	100.00	40.00	8.33	40.00	58.31	18.31	60.00
;ROUP INSURANCE (P&D)	4950.00	415.05	412.50	2797.58	2887.50	89.92	2152.42
'ROFESSIONAL	2000.00	0.00	166.67	196.00	1166.69	970.69	1804.00
)FFICE SUPPLIES (P&D)	500.00	108.78	41.67	304.93	291.69	-13.24	195.07
'AYROLL TAXES (P&D)	2900.00	293.38	241.67	2238.57	1691.69	-546.88	661.43
:EPAIRS/MAINTENANCE (P&D)	250.00	0.00	20.83	0.00	145.81	145.81	250.00
:ETIREMENT (P&D)	1700.00	176.41	141.67	1387.39	991.69	-395.70	312.61
;ALARIES (P&D)	37900.00	3835.00	3158.33	29262.50	22108.31	-7154.19	8637.50
;TORMWATER/PLANNING	1000.00	0.00	83.33	0.00	583.31	583.31	1000.00
'ELEPHONE (P&D)	1000.00	85.65	83.33	579.42	583.31	3.89	420.58
'RAVEL & TRAINING (P&D)	500.00	0.00	41.67	60.00	291.69	231.69	440.00
'EHICLE EXPENSE-GAS	1000.00	0.00	83.33	249.67	583.31	333.64	750.33
'EHICLE EXPENSE-OTHER	500.00	29.98	41.67	48.98	291.69	242.71	451.02
TOTAL P & D EXPENSES	$ 69300.00	$ 4984.25	$ 5775.00	$ 37165.04	$ 40425.00	$ 3259.96	$ 32134.96
EMERGENCY MANAGEMENT							
:ONTRACT LABOR (EM)	18000.00	0.00	1500.00	11898.00	10500.00	-1398.00	6102.00
)UES & SUBSCRIPTIONS (EM)	0.00	10.00	0.00	20.00	0.00	-20.00	-20.00
;ROUP INSURANCE (EM)	500.00	0.00	41.67	0.00	291.69	291.69	500.00
'ROFESSIONAL (EM)	0.00	3966.00	0.00	3966.00	0.00	-3966.00	-3966.00
:EPAIRS/MAINTENANCE (EM)	0.00	0.00	0.00	1923.20	0.00	-1923.20	-1923.20
;UPPLIES (EM)	1000.00	0.00	83.33	0.00	583.31	583.31	1000.00
'ELEPHONE (EM)	1000.00	0.00	83.33	0.00	583.31	583.31	1000.00
'RAVEL & TRAINING (EM)	500.00	10.86	41.67	10.86	291.69	280.83	489.14
'EHICLE EXPENSE-GAS	0.00	39.32	0.00	39.32	0.00	-39.32	-39.32
'EHICLE EXPENSE-OTHER	0.00	0.00	0.00	30.00	0.00	-30.00	-30.00
TOTAL EMERGENCY MGMT EX	$ 21000.00	$ 4026.18	$ 1750.00	$ 17887.38	$ 12250.00	$ -5637.38	$ 3112.62
TOTAL EXPENDITURES	$ 1289505.00	$ 91711.81	$ 107458.76	$ 762770.34	$ 752211.32	$ -10559.02	$ 526734.66
NET INCOME -LOSS	$ 125616.00	$ 32575.94	$ 10467.99	$ 148762.83	$ 73275.93	$ 75486.90	$ 23146.83

'NAUDITED

CITY OF WILLARD
INCOME STATEMENT
WATER AND SEWER FUND
For the 10 month period ended July 31, 2013

	ANNUAL BUDGET	<--CURRENT BALANCE	BUDGET -->	<-- YEAR TO DATE BALANCE	BUDGET -->	<-- BUDGET TO DATE OVER/UNDER	UNEXPENDED -->
'ATER DEPARTMENT							
REVENUES							
:AIN -LOSS ON ASSET SALES$	0.00 $	0.00 $	0.00 $	0.00 $	0.00 $	0.00 $	0.00
:ERTIFICATES OF PARTICIPA	59500.00	0.00	4958.33	59498.71	34708.31	24790.40	-1.29
NTEREST INCOME	1650.00	509.28	137.50	1178.05	962.50	215.55	-471.95
IETER INSTALLATIONS	5000.00	0.00	416.67	0.00	2916.69	-2916.69	-5000.00
IISCELLANEOUS INCOME	1000.00	-91.25	83.33	7470.40	583.31	6887.09	6470.40
ENALTY INCOME	20000.00	1543.06	1666.67	10844.93	11666.69	-821.76	-9155.07
'RASH INCOME	180000.00	17387.85	15000.00	103789.87	105000.00	-1210.13	-76210.13
'ATER SALES - COMMERCIAL	50000.00	2845.99	4166.67	19685.46	29166.69	-9481.23	-30314.54
'ATER SALES - RESIDENTIAL	845000.00	82362.52	70416.67	447249.57	492916.69	-45667.12	-397750.43
:USTOMER DEPOSITS RECEIVE	0.00	0.00	0.00	17640.00	0.00	17640.00	17640.00
TOTAL REVENUES	$ 1162150.00 $	104557.45 $	96845.84 $	667356.99 $	677920.88 $	-10563.89 $	-494793.01
EXPENSES							
.DVERTISING $	750.00 $	0.00 $	62.50 $	855.50 $	437.50 $	-418.00 $	-105.50
.UDIT	5000.00	0.00	416.67	0.00	2916.69	2916.69	5000.00
UILDING MAINTENANCE (WAT	1000.00	0.00	83.33	0.00	583.31	583.31	1000.00
'APITAL ASSET EXPENDITURE	170000.00	12707.50	14166.67	336284.35	99166.69	-237117.66	-166284.35
:ONTRACT LABOR	2000.00	0.00	166.67	0.00	1166.69	1166.69	2000.00
'EPRECIATION	0.00	0.00	0.00	-104484.12	0.00	104484.12	104484.12
'UES AND SUBSCRIPTIONS	1500.00	45.00	125.00	1392.00	875.00	-517.00	108.00
QUIPMENT	40000.00	0.00	3333.33	0.00	23333.31	23333.31	40000.00
'ISCAL AGENT FEES	1500.00	150.00	125.00	1050.00	875.00	-175.00	450.00
'ROUP INSURANCE	25000.00	2658.20	2083.33	18734.02	14583.31	-4150.71	6265.98
NSURANCE	14000.00	0.00	1166.67	24519.85	8166.69	-16353.16	-10519.85
NTEREST EXPENSE	57129.00	8310.63	4760.75	73770.02	33325.25	-40444.77	-16641.02
EGAL AND PROFESSIONAL	750.00	0.00	62.50	0.00	437.50	437.50	750.00
ROFESSIONAL (WATER)	50000.00	11963.50	4166.67	53819.06	29166.69	-24652.37	-3819.06
IISCELLANEOUS EXPENSE	0.00	0.00	0.00	579.50	0.00	-579.50	-579.50
'FFICE SUPPLIES	13000.00	2282.78	1083.33	14168.98	7583.31	-6585.67	-1168.98
AYROLL TAXES	25000.00	1197.12	2083.33	8908.28	14583.31	5675.03	16091.72
EPAIRS AND MAINTENANCE	30000.00	240.00	2500.00	9721.04	17500.00	7778.96	20278.96
ETIREMENT PLAN	13000.00	779.68	1083.33	-5036.73	7583.31	12620.04	18036.73
ALARIES	323000.00	15648.49	26916.67	118166.28	188416.69	70250.41	204833.72
ALARIES-OVERTIME	2500.00	0.00	208.33	0.00	1458.31	1458.31	2500.00
UPPLIES	25000.00	2141.57	2083.33	21877.91	14583.31	-7294.60	3122.09
UPPLIES - PROJECT	0.00	183.94	0.00	616.45	0.00	-616.45	-616.45
RASH EXPENSE	170000.00	16091.87	14166.67	81968.73	99166.69	17197.96	88031.27
RAVEL AND TRAINING	4500.00	0.00	375.00	1309.40	2625.00	1315.60	3190.60
TILITIES-ELECTRIC (WATER	80000.00	8458.19	6666.67	48589.34	46666.69	-1922.65	31410.66
TILITIES-OTHER (WATER)	6000.00	148.50	500.00	2949.27	3500.00	550.73	3050.73
EHICLE EXPENSES-GAS	13000.00	689.73	1083.33	4896.75	7583.31	2686.56	8103.25
EHICLE EXPENSE-OTHER	7500.00	866.85	625.00	2485.61	4375.00	1889.39	5014.39
RINCIPAL EXPENSE (WATER)	40000.00	0.00	3333.33	40000.00	23333.31	-16666.69	0.00
TOTAL EXPENSES	$ 1121129.00 $	84563.55 $	93427.41 $	757141.49 $	653991.87 $	-103149.62 $	363987.51
NET INCOME -LOSS	$ 41021.00 $	19993.90 $	3418.43 $	-89784.50 $	23929.01 $	-113713.51 $	-130805.50

NAUDITED

CITY OF WILLARD
INCOME STATEMENT
WATER AND SEWER FUND
For the 10 month period ended July 31, 2013

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
SEWER DEPARTMENT							
REVENUES							
GAIN -LOSS ON ASSET SALES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
HOOK-UP FEES RECEIVED (SE	6500.00	0.00	541.67	0.00	3791.69	-3791.69	-6500.00
INTEREST INCOME	1000.00	427.54	83.33	654.86	583.31	71.55	-345.14
PENALTY INCOME	30000.00	2294.99	2500.00	16653.06	17500.00	-846.94	-13346.94
SEWER SALES	1206000.00	109092.21	100500.00	732079.25	703500.00	28579.25	-473920.75
TOTAL REVENUES	$ 1243500.00	$ 111814.74	$ 103625.00	$ 749387.17	$ 725375.00	$ 24012.17	$ -494112.83
EXPENSES							
ADVERTISING	$ 100.00	$ 0.00	$ 8.33	$ 209.50	$ 58.31	$ -151.19	$ -109.50
AUDIT	5000.00	0.00	416.67	0.00	2916.69	2916.69	5000.00
BUILDING MAINTENANCE (SEW	500.00	0.00	41.67	42.15	291.69	249.54	457.85
CAPITAL ASSET EXPENDITURE	70000.00	11397.50	5833.33	25505.00	40833.31	15328.31	44495.00
CONTRACT LABOR	1500.00	0.00	125.00	0.00	875.00	875.00	1500.00
DEPRECIATION	0.00	0.00	0.00	-133909.02	0.00	133909.02	133909.02
DUES AND SUBSCRIPTIONS	1000.00	45.00	83.33	747.00	583.31	-163.69	253.00
EQUIPMENT	45000.00	0.00	3750.00	0.00	26250.00	26250.00	45000.00
FISCAL AGENT FEES	3000.00	150.00	250.00	1050.00	1750.00	700.00	1950.00
GROUP INSURANCE	25000.00	2458.94	2083.33	15528.25	14583.31	-944.94	9471.75
HOOK-UP EXPENSE (SEWER)	3000.00	0.00	250.00	0.00	1750.00	1750.00	3000.00
INSURANCE	16000.00	0.00	1333.33	20847.98	9333.31	-11514.67	-4847.98
INTEREST EXPENSE	74170.00	0.00	6180.83	56728.75	43265.81	-13462.94	17441.25
LEGAL AND PROFESSIONAL	1000.00	0.00	83.33	0.00	583.31	583.31	1000.00
PROFESSIONAL (SEWER)	25000.00	194.50	2083.33	5545.57	14583.31	9037.74	19454.43
OFFICE SUPPLIES	18000.00	2007.61	1500.00	14139.57	10500.00	-3639.57	3860.43
PAYROLL TAXES	17800.00	1105.02	1483.33	6939.35	10383.31	3443.96	10860.65
REPAIRS AND MAINTENANCE	10000.00	2145.94	833.33	5606.14	5833.31	227.17	4393.86
RETIREMENT PLAN	9300.00	719.69	775.00	4750.31	5425.00	674.69	4549.69
SALARIES	232500.00	14444.75	19375.00	92007.43	135625.00	43617.57	140492.57
SALARIES-OVERTIME	2500.00	0.00	208.33	0.00	1458.31	1458.31	2500.00
SPRINGFIELD SEWER CHARGES	420000.00	35304.60	35000.00	236294.22	245000.00	8705.78	183705.78
SUPPLIES	11000.00	5432.99	916.67	18182.13	6416.69	-11765.44	-7182.13
TRAVEL AND TRAINING	4500.00	0.00	375.00	1247.76	2625.00	1377.24	3252.24
UTILITIES-ELECTRIC (SEWER	50000.00	4988.02	4166.67	33543.33	29166.69	-4376.64	16456.67
UTILITIES-OTHER (SEWER)	10000.00	208.47	833.33	7435.84	5833.31	-1602.53	2564.16
VEHICLE EXPENSE-GAS	12000.00	1627.17	1000.00	5961.63	7000.00	1038.37	6038.37
VEHICLE EXPENSE-OTHER	4000.00	774.84	333.33	2648.88	2333.31	-315.57	1351.12
PRINCIPAL EXPENSE (SEWER)	60000.00	0.00	5000.00	60000.00	35000.00	-25000.00	0.00
TOTAL EXPENSES	$ 1131870.00	$ 83005.04	$ 94322.47	$ 481051.77	$ 660257.29	$ 179205.52	$ 650818.23
NET INCOME -LOSS	$ 111630.00	$ 28809.70	$ 9302.53	$ 268335.40	$ 65117.71	$ 203217.69	$ 156705.40

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
PARK FUND
For the 10 month period ended July 31, 2013

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
REVENUES							
.DULT PROGRAMS	$ 17000.00	$ 285.00	$ 1416.67	$ 4792.50	$ 9916.69	$ -5124.19	$ -12207.50
.DVERTISING INCOME	27500.00	0.00	2291.67	15000.00	16041.69	-1041.69	-12500.00
:ONCESSION INCOME	47500.00	8512.94	3958.33	24697.53	27708.31	-3010.78	-22802.47
'OURTH OF JULY	3500.00	635.00	291.67	4695.00	2041.69	2653.31	1195.00
:NTEREST INCOME	1000.00	16.88	83.33	179.32	583.31	-403.99	-820.68
IISCELLANEOUS INCOME	1000.00	162.90	83.33	2111.06	583.31	1527.75	1111.06
IOBILE PHONE TOWER	11600.00	1035.37	966.67	7184.11	6766.69	417.42	-4415.89
'ARK FEES	1250.00	0.00	104.17	0.00	729.19	-729.19	-1250.00
.EAL ESTATE TAXES	54575.00	0.00	4547.92	52616.22	31835.44	20780.78	-1958.78
'ACILITY INCOME	47500.00	3676.89	3958.33	21653.47	27708.31	-6054.84	-25846.53
;ALES TAX	475000.00	37121.86	39583.33	281668.26	277083.31	4584.95	-193331.74
;ALES TAX - CAP IMP	100000.00	88.58	8333.33	22612.97	58333.31	-35720.34	-77387.03
;PECIAL EVENT INCOME	11000.00	0.00	916.67	152.50	6416.69	-6264.19	-10847.50
;WIM POOL INCOME	100000.00	21027.65	8333.33	59252.95	58333.31	919.64	-40747.05
'OUTH PROGRAMS	150000.00	24192.97	12500.00	87078.92	87500.00	-421.08	-62921.08
TOTAL REVENUES	$ 1048425.00	$ 96756.04	$ 87368.75	$ 583694.81	$ 611581.25	$ -27886.44	$ -464730.19

INAUDITED

CITY OF WILLARD
INCOME STATEMENT
PARK FUND
For the 10 month period ended July 31, 2013

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
EXPENDITURES							
DVERTISING	$ 1000.00	$ 220.00	$ 83.33	$ 852.50	$ 583.31	$ -269.19	$ 147.50
UILDING MAINTENANCE (PAR	1000.00	0.00	83.33	597.23	583.31	-13.92	402.77
APITAL ASSET EXPENDITURE	40000.00	1310.00	3333.33	15581.00	23333.31	7752.31	24419.00
APITAL ASSET EXP-EQUIPME	0.00	0.00	0.00	-30321.00	0.00	-30321.00	-30321.00
HEMICALS	8000.00	3596.03	666.67	7118.63	4666.69	-2451.94	881.37
ONCESSIONS	25000.00	4791.66	2083.33	-17982.46	14583.31	32565.77	42982.46
ONTRACT LABOR	7000.00	0.00	583.33	5384.78	4083.31	-1301.47	1615.22
UES AND SUBSCRIPTIONS	0.00	45.00	0.00	45.00	0.00	-45.00	-45.00
QUIPMENT-SPORTS (PARK)	0.00	160.93	0.00	160.93	0.00	-160.93	-160.93
IREWORKS	8000.00	3992.42	666.67	11832.18	4666.69	-7165.49	-3832.18
ISCAL AGENT FEES	4000.00	750.00	333.33	3696.75	2333.31	-1363.44	303.25
ROUP INSURANCE	25000.00	1178.81	2083.33	9103.16	14583.31	5480.15	15896.84
NSURANCE	20000.00	0.00	1666.67	34356.32	11666.69	-22689.63	-14356.32
NTEREST EXPENSE	251640.00	441.53	20970.00	127198.26	146790.00	19591.74	124441.74
ANDSCAPING	1000.00	0.00	83.33	206.73	583.31	376.58	793.27
EASE PAYMENTS	145000.00	0.00	12083.33	115000.00	84583.31	-30416.69	30000.00
EGAL	1500.00	0.00	125.00	0.00	875.00	875.00	1500.00
ROFESSIONAL	8000.00	787.25	666.67	8004.61	4666.69	-3337.92	-4.61
ISCELLANEOUS EXPENSE	0.00	0.00	0.00	294.54	0.00	-294.54	-294.54
FFICE SUPPLIES	5500.00	779.83	458.33	5353.91	3208.31	-2145.60	146.09
AYROLL TAXES	23500.00	4010.87	1958.33	16386.51	13708.31	-2678.20	7113.49
EPAIRS AND MAINTENANCE	10000.00	30.66	833.33	1327.55	5833.31	4505.76	8672.45
ETIREMENT PLAN	5000.00	23.66	416.67	309.03	2916.69	2607.66	4690.97
ALARIES	180000.00	10451.85	15000.00	97992.61	105000.00	7007.39	82007.39
ALARIES-SEASONAL	127500.00	42177.45	10625.00	112078.55	74375.00	-37703.55	15421.45
ALARIES-OVERTIME	1000.00	0.00	83.33	66.00	583.31	517.31	934.00
UPPLIES-GENERAL (PARK)	6000.00	1004.92	500.00	6269.99	3500.00	-2769.99	-269.99
UPPLIES-SPORTS (PARK)	18000.00	1246.39	1500.00	10171.92	10500.00	328.08	7828.08
UPPLIES-AQUATIC (PARK)	7500.00	931.51	625.00	11856.87	4375.00	-7481.87	-4356.87
UPPLIES-SPECIAL ACTIVITY	19000.00	3628.02	1583.33	6756.77	11083.31	4326.54	12243.23
UPPLIES - GROUNDS	500.00	737.62	41.67	1187.76	291.69	-896.07	-687.76
ELEPHONE	7000.00	568.34	583.33	4614.88	4083.31	-531.57	2385.12
RAVEL AND TRAINING	2000.00	0.00	166.67	1520.94	1166.69	-354.25	479.06
TILITIES-ELECTRIC (PARK)	48000.00	5414.67	4000.00	22990.39	28000.00	5009.61	25009.61
TILITIES-GAS	6000.00	164.03	500.00	2637.52	3500.00	862.48	3362.48
TILITIES-OTHER (PARK)	2500.00	0.00	208.33	1839.45	1458.31	-381.14	660.55
EHICLE EXPENSE-GAS	2500.00	361.25	208.33	1969.19	1458.31	-510.88	530.81
EHICLE EXPENSE-OTHER	2750.00	158.55	229.17	705.04	1604.19	899.15	2044.96
RINCIPAL EXPENSE (MID-MO	34000.00	0.00	2833.33	34000.00	19833.31	-14166.69	0.00
TOTAL EXPENDITURES	$ 1054390.00	$ 88963.25	$ 87865.80	$ 691806.04	$ 615060.60	$ -76745.44	$ 362583.96
NET INCOME -LOSS	$ -5965.00	$ 7792.79	$ -497.05	$ -108111.23	$ -3479.35	$ -104631.88	$ -102146.23

NAUDITED

CITY OF WILLARD
BOARD OF ALDERMEN

E
AGENDA ITEM #5 (~~D~~)
FINANCE DEPARTMENT

ACTION REQUIRED: APPROVAL REQUESTED

November 2013 Outstanding Invoices

CITY OF WILLARD
Unpaid Invoice Listing
December 02, 2013

Payee #	Payee Name	Invoice Numb	Invoice Date	Due Date	Description	G/L Number	Total Due
ACE150	AC ELECTRICAL SYSTEMS, INC.	133213SE	11/08/13	12/15/13	REPLACE RELAY LIFT	2 1876	236.20
ACE200	Ace Pipe Cleaning Inc	ACE112712SE	11/26/13	12/15/13	MANHOLE REHAB	2 1900	19600.00
AMB150	American Business Systems	27747GN	11/14/13	12/15/13	FREIGHT FOR TONER	1 885	16.66
BEF100	Beacon Refuse, LLC	1100WA	11/25/13	12/15/13	CITIZEN TRASH	2 943	52.00
BLD150	BLUEDOG GRAPHIX	121810PK	11/06/13	12/15/13	SPORT SIGN	3 936	295.00
BRC150	BILL ROBERTS CHEVROLET	74884SE	10/24/13	12/15/13	SPEEDOMETER	2 1965	231.12
BRC150	BILL ROBERTS CHEVROLET	74884WA	10/24/13	12/15/13	SPEEDOMETER	2 965	231.13
					Vendor Total		462.25
BUZ100	Buzzard Waste Services	3329WA	11/26/13	12/15/13	CITIZEN TRASH	2 943	858.96
CIT105	CITY OF WILLARD	11262013GN	11/26/13	12/15/13	UTILITIES	1 959	46.50
CIT105	CITY OF WILLARD	11262013LW	11/26/13	12/15/13	UTILITIES	1 1959	13.15
					Vendor Total		59.65
CNA110	CNA SURETY	70349075GN	11/26/13	12/15/13	INSURANCE -BOND	1 865	59.21
COM385	COMMERCE TRUST CO	3546275WA	11/26/13	12/15/13	ADMIN FEES SER2008	2 855	750.00
COMMGN	COMMERCE CREDIT CARD SERVICES	171100GN	9/26/13	12/15/13	ATTORNEY FEES	1 875	1543.00
COMMGN	COMMERCE CREDIT CARD SERVICES	171734GN	10/29/13	12/15/13	ATTORNEY	1 875	3699.00
COMMGN	COMMERCE CREDIT CARD SERVICES	10222013GN	10/22/13	12/15/13	OFFICE SUPPLIES	1 885	104.99
COMMGN	COMMERCE CREDIT CARD SERVICES	10232013GN	10/23/13	12/15/13	UTILITIES	1 959	41.91
COMMGN	COMMERCE CREDIT CARD SERVICES	10262013GN	11/01/13	12/15/13	EMAIL & APPS	1 876	120.00
COMMGN	COMMERCE CREDIT CARD SERVICES	11012013GN	11/01/13	12/15/13	POSTAGE CONTRACT	1 885	6.60
COMMGN	COMMERCE CREDIT CARD SERVICES	11062013GN	11/06/13	12/15/13	OFFICE SUPPLIES	1 885	15.80
COMMGN	COMMERCE CREDIT CARD SERVICES	11082013GN	11/08/13	12/15/13	OFFICE SUPPLIES	1 885	149.45
COMMGN	COMMERCE CREDIT CARD SERVICES	11152013GN	11/15/13	12/15/13	OFFICE SUPPLIES	1 885	5.98
COMMGN	COMMERCE CREDIT CARD SERVICES	11152013GN	11/15/13	12/15/13	POSTAGE	1 885	138.00
COMMGN	COMMERCE CREDIT CARD SERVICES	11152013GN	11/15/13	12/15/13	POSTAGE DUE	1 885	0.20
COMMGN	COMMERCE CREDIT CARD SERVICES	11182013GN	11/18/13	12/15/13	CLOUD STORAGE	1 876	50.00
					Vendor Total		5874.93
COMMLW	COMMERCE CREDIT CARD SERVICES	171100LW	9/26/13	12/15/13	ATTORNEY FEES	1 1875	1750.00
COMMLW	COMMERCE CREDIT CARD SERVICES	171734LW	10/29/13	12/15/13	ATTORNEY	1 1875	2199.00
COMMLW	COMMERCE CREDIT CARD SERVICES	10222013LW	10/22/13	12/15/13	OFFICE SUPPLIES	1 1885	33.98
					Vendor Total		3982.98
COMMPK	COMMERCE CREDIT CARD SERVICES	171734PK	10/29/13	12/15/13	ATTORNEY	3 875	406.00
COMMPK	COMMERCE CREDIT CARD SERVICES	10232013PK	10/23/13	12/15/13	UTILITIES	3 959	135.69
COMMPK	COMMERCE CREDIT CARD SERVICES	10242013PK	10/24/13	12/15/13	SUPPLIES HALLOWEE	3 938	180.90
COMMPK	COMMERCE CREDIT CARD SERVICES	10242013PK	10/24/13	12/15/13	SUPPLIES HALLOWEE	3 938	54.83
COMMPK	COMMERCE CREDIT CARD SERVICES	10292013PK	10/29/13	12/15/13	POSTAGE FROST PICS	3 885	2.75
COMMPK	COMMERCE CREDIT CARD SERVICES	11082013PK	11/08/13	12/15/13	COPY PAPER	3 885	42.49
					Vendor Total		822.66
COMMSE	COMMERCE CREDIT CARD SERVICES	171100SE	9/26/13	12/15/13	ATTORNEY FEES	2 1875	97.11
COMMSE	COMMERCE CREDIT CARD SERVICES	171734SE	10/29/13	12/15/12	ATTORNEY	2 1875	70.00
COMMSE	COMMERCE CREDIT CARD SERVICES	174296SE	11/05/13	12/15/13	TRAVEL & TRAIN	2 1945	187.40
COMMSE	COMMERCE CREDIT CARD SERVICES	10232013SE	10/23/13	12/15/13	UTILITIES	2 1959	43.08
COMMSE	COMMERCE CREDIT CARD SERVICES	11082013SE	11/08/13	12/15/13	DESK CALCULATOR	2 1885	29.98
COMMSE	COMMERCE CREDIT CARD SERVICES	11152013SE	11/15/13	12/15/13	OFFICE SUPPLIES	2 1885	30.26
COMMSE	COMMERCE CREDIT CARD SERVICES	11152013SE	11/15/13	12/15/13	POSTAGE	2 1885	115.00
COMMSE	COMMERCE CREDIT CARD SERVICES	11202013SE	11/20/13	12/15/13	WET/DRY VAC	2 1935	91.73
COMMSE	COMMERCE CREDIT CARD SERVICES	11202013SE	11/20/13	12/15/13	HIP WADERS	2 1935	108.34
					Vendor Total		772.90
COMMST	COMMERCE CREDIT CARD SERVICES	171734ST	10/29/13	12/15/13	ATTORNEY	1 2897	56.00
COMMWA	COMMERCE CREDIT CARD SERVICES	171734WA	10/29/13	12/15/13	ATTORNEY	2 875	98.00
COMMWA	COMMERCE CREDIT CARD SERVICES	174296WA	11/05/13	12/15/13	TRAVEL & TRAIN	2 945	187.40
COMMWA	COMMERCE CREDIT CARD SERVICES	10122013WA	10/12/13	12/15/13	INTERNET	2 959	69.95
COMMWA	COMMERCE CREDIT CARD SERVICES	10232013WA	10/23/13	12/15/13	UTILITIES	2 959	41.91
COMMWA	COMMERCE CREDIT CARD SERVICES	11062013WA	11/06/13	12/15/13	OFFICE SUPPLIES	2 935	22.50
COMMWA	COMMERCE CREDIT CARD SERVICES	11082013WA	11/08/13	12/15/13	OFFICE SUPPLIES	2 885	39.50
COMMWA	COMMERCE CREDIT CARD SERVICES	11082013WA	11/08/13	12/15/13	SEAT ORGANIZER	2 885	77.96
COMMWA	COMMERCE CREDIT CARD SERVICES	11082013WA	11/08/13	12/15/13	DESK CALCULATORS	2 885	29.98
COMMWA	COMMERCE CREDIT CARD SERVICES	11082013WA	11/08/13	12/15/13	OFFICE SUPPLIES	2 885	9.99
COMMWA	COMMERCE CREDIT CARD SERVICES	11152013WA	11/15/13	12/15/13	OFFICE SUPPLIES	2 885	30.26
COMMWA	COMMERCE CREDIT CARD SERVICES	11152013WA	11/15/13	12/15/13	POSTAGE	2 885	115.00
COMMWA	COMMERCE CREDIT CARD SERVICES	11202013WA	11/20/13	12/15/13	WET/DRY VAC	2 935	91.74
					Vendor Total		814.19
CON460	CONSULTING ANALYTICAL SVC	33494SE	11/20/13	12/15/13	TEST SAMPLES	2 1876	115.00
CON460	CONSULTING ANALYTICAL SVC	33498SE	11/20/13	12/15/13	TEST SAMPLES	2 1876	135.00
					Vendor Total		250.00

CITY OF WILLARD
Unpaid Invoice Listing
December 02, 2013

Payee #	Payee Name	Invoice Numb	Invoice Date	Due Date	Description	G/L Number		Total Due
COU325	COUNTY OF GREENE	11112013LW	11/11/13	12/15/13	CRIME LAB FEES	1	1876	580.00
CRO100	CROSS COUNTRY TIMES	11262013GN	11/26/13	12/15/13	SUBSCRIB 2	1	840	58.06
DAY425	DAYSTAR DISTRIBUTING INC.	113395SE	11/20/13	12/15/13	BULBS FOR SHOP	2	1885	58.80
DIR520	DIRECTV	2187771012PK	11/26/13	12/15/13	FITNESS CENTER	3	959	94.99
FOU325	FOURAKER PRINTING CO.	1013410135GN	11/18/13	12/15/13	ENVELOPES	1	885	35.00
FOU325	FOURAKER PRINTING CO.	1013410135PK	11/18/13	12/15/13	ENVELOPES	3	885	35.00
FOU325	FOURAKER PRINTING CO.	1013410135SE	11/18/13	12/15/13	ENVELOPES	2	1885	210.00
FOU325	FOURAKER PRINTING CO.	1013410135WA	11/18/13	12/15/13	ENVELOPES	2	885	210.00
					Vendor Total			490.00
FRA555	FRANK'S UNIFORMS	72103LW	11/07/13	12/15/13	UNIFORMS-ROBERTS	1	1950	66.00
FRA555	FRANK'S UNIFORMS	11182013LW	11/18/13	12/15/13	UNIFORMS-ROBERTS	1	1950	168.00
					Vendor Total			234.00
GCH100	GREENE CO HEALTH DEPT	451WA	11/19/13	12/15/13	WATER TESTS	2	876	117.00
GRE100	GREENE COUNTY HIGHWAY DEPT.	13012ST	11/25/13	12/15/13	MED ROCK SALT	1	2935	2530.50
GRE620	GREENE COUNTY TREASURERS OFFIC	WPD111413LW	11/14/13	12/15/13	ID BADGES	1	1885	12.00
GRR100	GREAT RIVER ENGINEERING	131105ST	11/18/13	12/15/13	SIDEWALK	1	2897	1373.09
GSG100	Graystone Graphics, Inc	180570PK	11/12/13	12/15/13	T SHIRT ORDER	3	936	1089.95
GSG100	Graystone Graphics, Inc	180797PK	11/14/13	12/15/13	T-SHIRTS	3	936	11.50
					Vendor Total			1101.45
GUL345	GULF STATE DISTRIBUTORS	1180903LW	11/20/13	12/15/13	MUNITION SUPPLY	1	1935	578.00
HAR160	HARRY COOPER SUPPLY COMPANY	364424300SE	11/26/13	12/15/13	HEATER SHOP	2	1935	165.52
HAR160	HARRY COOPER SUPPLY COMPANY	364424300WA	11/26/13	12/15/13	HEATER SHOP	2	935	165.53
					Vendor Total			331.05
HIL100	HILLYARD JANITORIAL SUPPLY	600942709GN	11/25/13	12/15/13	OFFICE SUPPLIES	1	885	100.21
KEN435	KENCO FIRE EQUIPMENT, INC	36000WA	11/21/13	12/15/13	RUBBER CLAMP	2	935	39.60
LEG250	Legalshield	37302LW	11/21/13	12/15/13	INSURANCE OFFICER	1	1865	53.85
LOW505	LOWES CREDIT SERVICES	10252013PK	10/25/13	12/15/13	BULBS	3	885	20.80
LOW505	LOWES CREDIT SERVICES	10282013PK	10/28/13	12/15/13	MAINT SUPPLIES	3	937	40.69
LOW505	LOWES CREDIT SERVICES	10302013PK	10/30/13	12/15/13	ROOF SEALANT	3	937	21.70
					Vendor Total			83.19
MAR125	MARCK INDUSTRIES, INC.	124062GN	11/26/13	12/15/13	SHREDDING CHARGES	1	876	40.00
MDM200	Midwest Meter Inc	50888WA	11/26/13	12/15/13	METER KIT	2	935	546.26
MFA100	MFA AGRI SERVICE	32821PK	11/12/13	12/15/13	SEED & FERTILIZER	3	939	457.91
MIS425	MISSOURI DEPT OF NAT RESOURCES	4601404391WA	11/12/13	12/15/13	2014 STATE PERMIT	2	840	3000.00
MIS440	MISSOURI RURAL WATER ASSOCIATI	603925WA	11/26/13	12/15/13	DUES 2014	2	840	1200.00
MIS495	MISSOURI STATE HIGHWAY PATROL	4308901760LW	11/13/13	12/15/13	MULES NAME SEARCH	1	1876	10.00
MIS495	MISSOURI STATE HIGHWAY PATROL	4308901760PK	11/07/13	12/15/13	MULES NAME SEARCH	3	876	910.00
					Vendor Total			920.00
MLF100	MAILFINANCE	12121647SE	11/15/13	12/15/13	FOLDING MACHINE	2	1885	105.01
MLF100	MAILFINANCE	12121647WA	11/15/13	12/15/13	FOLDING MACHINE	2	885	105.01
					Vendor Total			210.02
MPI150	MELTON PROPANE, INC.	11152013LW	11/15/13	12/15/13	PROPANE	1	1959	206.29
MUR460	MURFIN'S MARKET	10082013WA	11/08/13	12/15/13	BUCKETS	2	935	10.00
NSF100	NORTH SP FAMILY MED WALK	131112LW	11/14/13	12/15/13	EMPLOY SCREEN	1	1876	35.00
OIS160	ONLINE INFORMATION SERVICES	534509WA	10/31/13	12/15/13	UTILITY REPORT	2	876	156.60
OLS140	OLSSON ASSC	199243ST	11/01/13	12/15/13	ENGINEER-SIDEWALK	1	2897	761.61
OLS140	OLSSON ASSC	200175ST	11/18/13	12/15/13	SIDEWALK MILL ST	1	2897	706.88
OLS140	OLSSON ASSC	200301SE	11/18/13	12/15/13	MEADOWS SEWER	2	1876	119.00
					Vendor Total			1587.49
ORE145	O'REILLY'S AUTO PARTS	269644PK	10/30/13	12/15/13	ANTIFREEZE	3	937	17.98
ORE145	O'REILLY'S AUTO PARTS	270357PK	11/04/13	12/15/13	ROTOR & PAD	3	960	72.12
ORE145	O'REILLY'S AUTO PARTS	270375PK	11/04/13	12/15/13	ROTOR RETURN	3	960	-52.78
ORE145	O'REILLY'S AUTO PARTS	270375PK	11/04/13	12/15/13	BRAKE ROTOR	3	960	36.78

CITY OF WILLARD
Unpaid Invoice Listing
December 02, 2013

Payee #	Payee Name	Invoice Numb	Invoice Date	Due Date	Description	G/L Number		Total Due
ORE145	O'REILLY'S AUTO PARTS	270395PK	11/04/13	12/15/13	BRAKE FLD	3	960	5.93
ORE145	O'REILLY'S AUTO PARTS	270643PK	11/06/13	12/15/13	BOLTS	3	935	2.49
ORE145	O'REILLY'S AUTO PARTS	270675SE	11/06/13	12/15/13	INVSGLAS SUPPLIES	2	1935	5.49
ORE145	O'REILLY'S AUTO PARTS	11072013SE	11/07/13	12/15/13	SUPPLIES	2	1935	62.69
ORE145	O'REILLY'S AUTO PARTS	11072013WA	11/07/13	12/15/13	SUPPLIES	2	935	62.69
					Vendor Total			213.39
OZA255	OZARKS COCA COLA	613870PK	11/19/13	12/15/13	CONCESSIONS	3	820	73.22
OZA260	OZARK FLAG DISTRIBUTORS	11182013GN	11/18/13	12/15/13	POW FLAG	1	970	56.50
OZA280	Ozark Greenways, Inc	12022013SE	12/02/13	12/15/13	RENT	2	1885	250.00
OZA280	Ozark Greenways, Inc	12022013WA	12/02/13	12/15/13	RENT	2	885	250.00
					Vendor Total			500.00
PAS100	PLAY IT AGAIN SPORTS	14741PK	11/12/13	12/15/13	BASKETBALLS	3	936	152.00
REX380	REX SMITH OIL CO.	11042013SE	11/04/13	12/15/13	DIESEL FOR LAGOON	2	1959	911.95
SCH175	SCHULTE SUPPLY, INC.	087711002SE	11/08/13	12/15/13	WRENCH & SOCKET	2	1935	69.95
SCH175	SCHULTE SUPPLY, INC.	087711002WA	11/08/13	12/15/13	WRENCH & SOCKET	2	935	69.95
					Vendor Total			139.90
SCO150	SCOTT GROSS CO.INC.	2968774SE	10/25/13	12/15/13	PARTS PLAZMA CUT	2	1935	81.81
SCO150	SCOTT GROSS CO.INC.	2968774WA	10/25/13	12/15/13	PARTS PLAZMA CUT	2	935	81.82
SCO150	SCOTT GROSS CO.INC.	2975380SE	11/06/13	12/15/13	REPAIR WELDER	2	1900	81.12
SCO150	SCOTT GROSS CO.INC.	2975380WA	11/06/13	12/15/13	REPAIR WELDER	2	900	81.13
SCO150	SCOTT GROSS CO.INC.	3029101SE	10/31/13	12/15/13	ACETYLENE	2	1935	30.72
					Vendor Total			356.60
SJD100	Saint Joe Distributing	311200721PK	11/20/13	12/15/13	CONCESSIONS	3	820	70.63
SNL200	SPRINGFIELD NEWS LEADER	4177155GN	11/03/13	12/15/13	LEGAL NOTICE	1	800	167.00
SPR275	SPRINGFIELD WINWATER WORKS CO	110527WA	11/05/13	12/15/13	VALVE BOX & COUP	2	935	118.68
SPR275	SPRINGFIELD WINWATER WORKS CO	3291436WA	11/26/13	12/15/13	RUBBER PARTS KIT	2	935	512.50
					Vendor Total			631.18
SQB100	Squibb Media, LLC	11062013PD	11/06/13	12/15/13	CODE AMENDMENT	1	4800	34.60
SWM300	SW MO COUNCIL OF GOVERNMENTS	201432GN	11/01/13	12/15/13	DUES 2013-2014	1	840	925.00
USA400	USA BLUE BOOK	11222013WA	11/22/13	12/15/13	CHLORINE REAGENTS	2	935	216.46
VIN105	VINTON SUPPLY	13387WA	11/06/13	12/15/13	EYELET FEED	2	935	19.50
WAL110	Walmart Community/GEMB	10242013PK	10/24/13	12/15/13	SUPPLIES HALLOWEE	3	938	23.44
WBM100	West Bend Mutual Ins.	2027039SE	11/20/13	12/15/13	BOND 25000.00	2	1865	50.00
WBM100	West Bend Mutual Ins.	2027039WA	11/20/13	12/15/13	BOND 25000.00	2	865	50.00
					Vendor Total			100.00
WCA150	WCA WASTE CORPORATION	1496114WA	11/20/13	12/15/13	CITIZEN TRASH	2	943	3608.40
WCA150	WCA WASTE CORPORATION	1510890WA	11/20/13	12/15/13	CITIZEN TRASH	2	943	393.25
					Vendor Total			4001.65
WIL295	WILLARD CHAMBER OF COMMERCE	1956PK	11/13/13	12/15/13	CHAMBER LUNCH	3	885	21.00
					Final Total			59782.97

1	800	0	ADVERTISING (GCG)	167.00
1	840	0	DUES AND SUBSCRIPTIONS (GCG)	983.06
1	865	0	INSURANCE (GCG)	59.21
1	875	0	LEGAL (GCG)	5242.00
1	876	0	PROFESSIONAL (GCG)	210.00
1	885	0	OFFICE SUPPLIES (GCG)	572.89
1	959	0	UTILITIES-OTHER (GCG)	88.41
1	970	0	VETERAN'S MEMORIAL EXPENSES	56.50
1	1865	0	INSURANCE (LAW)	53.85
1	1875	0	LEGAL (LAW)	3949.00
1	1876	0	PROFESSIONAL (LAW)	625.00
1	1885	0	OFFICE EXPENSE (LAW)	45.98
1	1935	0	SUPPLIES (LAW)	578.00
1	1950	0	UNIFORMS (LAW)	234.00
1	1959	0	UTILITIES-OTHER (LAW)	219.44
1	2897	0	PUBLIC IMPROVEMENTS (ST)	2897.58
1	2935	0	SUPPLIES (STREETS)	2530.50
1	4800	0	ADVERTISING (P&D)	34.60
			Total for Fund #: 1	18547.02
2	840	0	DUES AND SUBSCRIPTIONS (WATER)	4200.00
2	855	0	FISCAL AGENT FEES (WATER)	750.00

CITY OF WILLARD
Unpaid Invoice Listing
December 02, 2013

Payee #	Payee Name			Invoice Numb	Invoice Date	Due Date	Description	G/L Number	Total Due
	2	865	0	INSURANCE (WATER)			50.00		
	2	875	0	LEGAL (WATER)			98.00		
	2	876	0	PROFESSIONAL (WATER)			273.60		
	2	885	0	OFFICE SUPPLIES (WATER)			867.70		
	2	900	0	REPAIRS AND MAINTENANCE (WATER)			81.13		
	2	935	0	SUPPLIES (WATER)			1957.23		
	2	943	0	TRASH EXPENSE			4912.61		
	2	945	0	TRAVEL AND TRAINING (WATER)			187.40		
	2	959	0	UTILITIES-OTHER (WATER)			111.86		
	2	965	0	VEHICLE EXPENSE-OTHER			231.13		
	2	1865	0	INSURANCE (SEWER)			50.00		
	2	1875	0	LEGAL (SEWER)			167.11		
	2	1876	0	PROFESSIONAL (SEWER)			605.20		
	2	1885	0	OFFICE SUPPLIES (SEWER)			799.05		
	2	1900	0	REPAIRS AND MAINTENANCE (SEWER)			19681.12		
	2	1935	0	SUPPLIES (SEWER)			616.25		
	2	1945	0	TRAVEL AND TRAINING (SEWER)			187.40		
	2	1959	0	UTILITIES-OTHER (SEWER)			955.03		
	2	1965	0	VEHICLE EXPENSE-OTHER			231.12		
				Total for Fund #: 2			37012.94		
	3	820	0	CONCESSIONS			143.85		
	3	875	0	LEGAL AND PROFESSIONAL			406.00		
	3	876	0	PROFESSIONAL			910.00		
	3	885	0	OFFICE SUPPLIES			122.04		
	3	935	0	SUPPLIES-GENERAL (PARK)			2.49		
	3	936	0	SUPPLIES-SPORTS			1548.45		
	3	937	0	SUPPLIES-AQUATIC			80.37		
	3	938	0	SUPPLIES-SPECIAL ACTIVITY (PARK)			259.17		
	3	939	0	SUPPLIES - GROUNDS			457.91		
	3	959	0	UTILITIES-OTHER (PARK)			230.68		
	3	960	0	VEHICLE EXPENSES-GAS			62.05		
				Total for Fund #: 3			4223.01		

CITY OF WILLARD

Additional Outstanding Bills
12/9/2013

Midwest Fibre	Recycle Fee	$75.00
Mann, Walter, Bishop	Judge	$906.64
Republic Services	Citizen Trash	$12,321.89
Republic Services	City Trash	$321.59
ITxLLC	IT Service OCT.	$1,625.00
American Business	Copiers	$249.00
WEX Bank	Fuel	$3,473.72
Mid-Missouri Bank	Interest	$302.54
Great River	#3 Sidewalk	$10,587.73

To Be Approved 12/09/2013
Hand Written Checks on 11/18/2013

CITY OF WILLARD
BOARD OF ALDERMEN
12/09/2013

Agenda Item 5

Department Head Reports

CITY OF WILLARD
BOARD OF ALDERMEN
12/09/2013

City Clerk Report

1. I applied for and received a scholarship to the Spring Institute to be held in March in Columbia.
2. I have sent out all business license renewals and have been processing those as they come in.
3. I have attended meetings and created the agendas, packets and minutes for the boards.
4. I have been working with Karen to learn some of the duties that she has been taking care of.
5. I met with Paul Hood a couple of times to give him needed information (code book, contact information etc.)
6. Recorded the replat of Cardinal Hills and the rezoning for Cathy Havens.
7. I have been working on/completed the following ordinances:
    - Business License Changes
    - Land O Frost
    - Sign Ordinance changes
    - Aquatic Fee Changes
8. The Barbeque place will not be re-opening in December. The potential tenants are not able to take over the lease.
9. I have been in contact with a potential tenant for the Pippins Restaurant location and have been assisting him in getting utility information and other requested information.
10. Filled various sunshine requests.
11. Have completed my request for destruction of documents that have surpassed the retention schedule of the state.
12. Continue to work with the City Attorney on various legal issues.
13. Have met with Robert Taylor of Greene County and Karen Robson regarding Emergency Management and EMPG information.

Dale Duvall, City Clerk

Willard Parks and Recreation
Director's Report
December 9, 2013

Programs

- **Zumba Class** – *Community Building on Sat. 10 – 11am.*
- **Yoga** – *Murray Room* on *Mondays @ 630-730pm.*
- **X-treme Fitness-** *Murray Room on Mondays and Wednesdays @ 530-630pm.*
- **Children's Dance Classes** - *Murray Room on Tuesdays and Thursdays @ 4:00 – 7:30pm.*
- **Willard Playgroup** - *Recreation Center on Wednesdays @ 9:30 – 11:00am.*
- **Tumbling Toddlers** - *Recreation Center on Wednesdays @ 830-930am begins Jan 22nd.*
- **Senior's Fitness Class** - *Murray Room on Monday, Wednesday, Fridays @ 10-11am.*
- **Summer Adventure Camp** – *Planning in progress for 2014*
- **Kid-Venture Days** – *We will be hosting Kid-Venture Days for schools out days.*
  - Pre-registration is required, and is ongoing.
- **Homeschool P.E.** – *Recreation Center on Tuesdays @ 1:00 – 3:00pm.*
  - 10/22 will switch days from Tuesdays to Wednesdays @ 1:00pm-3:00pm

Special Events

- **Splash N Bash** – *Planning in Progress*
  - Date is set for May 26th.
- **Freedom Fest** – *Planning in Progress*
  - Date is set for Saturday, June 28, 2014
- **Frisco Runaway Triathlon / Splash n Dash Jr. Triathlon** – *Planning in Progress*
  - Date: TBA
- **The Doggie Dive** – *Planning in Progress*
  - Date: TBA
- **Halloween Events** –
  - Halloween Dance & haunted house profit- $1619.23
  - Trunk or Treat had over 600 kids participate and 16 businesses set up trunks and hand out candy
- **Christmas on the Frisco** –
  - Event took place on November 23rd.
  - The event is sponsored by the Willard Area Chamber of Commerce and the Parks Department is a partner.
- **Turkey Trot** –
  - Event took place on November 28th
  - This was the second year for the event.
  - Profit of: $8,438.55 *"10% goes to Willard Parks Scholarship Fun"*
  - 298 registrations – 268 actual runners
  - $843.86 – goes into scholarship fund
- **Santa's Workshop** – *Planning in Progress*
  - Date is set for December 14th from 9-10:30am
  - Will have pictures with Santa, Games, and Craft for the kids to do at the workshop

  - Flyers have been made and are being distributed
- **Sweet Heart Dance** – *Planning in Progress*
  - Date is set for Friday, February 7th from 7-10pm.
- **The Great Egg Hunt and Activities** – *Planning in Progress*
  - Date for event is April 12th
- **Rummage Sale** – *Planning in Progress*
  - Date is Set for April 5th
- **Spring Clean Up** – Partnering with Jim Roberts
  - Date is set for April 26th
- **Father Daughter Ball** – Planning in Progress
  - Date for event is May 3rd
  - This will be for Pre-K through 6th Grade.

Aquatics

- **Budget and Expense** – *Planning for 2014 season*
  - Staff is currently looking for ways to streamline all staffing, expenses, and revenue.
- **Programs** - *Planning for 2014 season*
  - Swim lessons, Day time party rentals, triathlon training, family swim, midnight swim, aqua fitness classes, swim team

Sports Section

- **Youth Soccer**
  - Youth soccer games have been completed. After calculating costs associated with staffing, equipment, t-shirts and registration refunds, measured against registration, concessions, and gate proceeds, revenue for the fall soccer program totals $1841.45.
- **Youth Volleyball**
  - Youth volleyball games have been completed. After calculating costs associated with staffing, equipment, t-shirts and registration refunds, measured against registration, concessions, and gate proceeds, revenue for the youth volleyball program totals $1649.35.
- **Youth Basketball**
  - Youth basketball games are began 11/9/13.
  - There are 154 children registered for basketball, on twenty teams.
- **Mighty Mites**
  - Mighty Mites partnered with Willard Parks for the fall session of games. After calculating costs associated with staffing, measured against concessions and gate proceeds, revenue for the Mighty Mites program/partnership totals $4911.54.
- **Adult Volleyball / Adult Basketball**
  - There were not enough registrations to start a basketball league.
  - Adult volleyball leagues had $600 in registration

Willard Parks and Recreation
Director's Report
December 9, 2013

Advertising

- **GYM Signs**
  - As of August 21st we have 21 paid signs.
  - Staff have came up with a new way to sell add space in the gyms as well as cover some of the holes in the insulation.
- **Pool Days of Fame**
  - We are still looking at ways to promote and sell. (Summer 2014)
- **Special Events**
  - Staff is currently looking at new and positive ways to include local businesses in special events. Not only with advertising, but also products.

Facilities

- **October Rentals** – Willard Parks continues to promote the facility rentals.
  - Community Building (Private Rentals –4)
    - Ongoing – Zumba, Yoga, Senior Lunch, A.A. Group, Mayors Breakfast
  - Recreation Center (Private Rentals –3)
    - Ongoing – Xtreme Fitness, Dance, Volleyball Practice, Senior Exercise, Tumbling Toddlers, Play Group
  - Pavilion (Private Rentals –2)
- **November Rentals** – Willard Parks continues to promote the facility rentals.
  - Community Building (Private Rentals –3)
    - Ongoing – Zumba, Senior Lunch, A.A. Group, Mayors Breakfast
  - Recreation Center (Private Rentals –6)
    - Ongoing – Xtreme Fitness, Yoga, Senior Exercise, Play Group, Volleyball Practice, Tumbling Toddlers, Dance
  - Pavilion (Private Rentals –0)
- **Maintenance**
  - Staff is working together to form an ongoing list of jobs and maintenance needs to be completed.
  - Staff continues to work on grounds.
  - Soccer Complex irrigation has been winterized.
  - Pool building and Pool mechanics has been winterized.

Other Information

- **Internal Organization**
  - All fulltime staff is working on internal procedures and paperwork to enhance productivity.
- **Website**
  - Please go check it out: **www.willardparks.com**
- **Facebook**
  - Please go check out: **https://www.facebook.com/WillardParksAndRec**

Cost Coverage of Maintenance Supervisor 2013

- For the rest of the 2013 budget year the new parks supervisor position will cost $669.60.
    - At this point in the fiscal year the Parks budget has $6,915.00 left in the Supplies-Special Events budget. With Santa's workshop being the only event left in the 2013 budget year the money needed to cover the $669.60 will come from this line item.

Proposed Cost Savings 2014

Sports

- **Baseball hats**
  - If we do not furnish hats Parks will save $1777.05

Summer Camp

- **Shirts Savings**
  - **140 shirts @ $5.00 = $700.00**
  - We will no longer provide free shirts to campers. Instead we will sell shirts for $5.00 per shirt.
    - ***Potential profit: $700.00***
- **Camp Field Trips**
  - Last summer Park Board staff planned two paid field trips a week.
  - Summer camp will now go on one paid field trip a week and one free field trip a week. This will not affect programming or quality of summer program.
    - **Average $3.50 per camper x 12 weeks x 70 campers = $2,940.00**

Swim Team Expenses

- Better planning and cooperation between swim team booster club and park board staff will save the parks budget.
  - **$500.00 will be cut from expenses due to better planning.**

Seasonal Staffing

- **Monday Swims**
  - Camp will now swim during open swim time on Tuesdays.
    - This will cut out life guards having to work on a closed day.
    - **6 guards x $7.50 x 3 hours x 12 days = $1,620.00 salaries**
- **Saturday Hours**
  - Change Rec. Center Hours "12pm - 5pm instead of 8am - 5pm (Cut 4 hr.)"
    - **1 staff x $8.00 x 4 hours x 52 Saturdays = $1664.00 salaries**
- **Camp Staff**
  - Last year we averaged 9 staff for 8 hours of main camp activities. This year with fulltime staff and streamlining scheduling we will cut that to 7 staff.
    - 9 people x 7.50 hr x 8 hr x 5 days x 12 weeks = $32,400
    - 7 people x 7.50 hr x 8 hr x 5 days x 12 weeks = $25,200
      - **Total Savings: $7,200.00**
- **Sports Referee**
  - Salaries for all referees for 2013 were $15.00 per game no matter what skill level. We would like to pay rookie referees $10.00 per game and senior referees $15.00 per game.

    Soccer
    - 5 games x 7 refs x 7 days x $13 = $3,185
    - 5 games x 7 refs x 7 days x $15 = $3,675
      - **Totals Savings: $490 x 2 seasons = $980.00**

    Volleyball
    - 3 games x 2 refs x 7 days x $13 = $546
    - 3 games x 2 refs x 7 days x $15 = $630
      - **Totals Savings: $84 x 2 seasons = $168.00**

    Baseball
    - 15 games x 4 refs x 7 days x $13 = $5460
    - 15 games x 4 refs x 7 days x $15 = $6300
      - **Totals Savings: $840 x 1 seasons = $840.00**

    Basketball
    - 6 games x 4 refs x 7 days x $13 = $2184
    - 6 games x 4 refs x 7 days x $15 = $2520
      - **Totals Savings: $336 x 2 seasons = $672.00**

    Maintenance
    - No longer having to have seasonal staff prepare fields will save on salaries.
      - **Totals Savings: 21 weeks x 2 people x $7.50 hr x 2hr = $630.00**

Total Sports Saving: $3,290
Total Rec. Center: $1,664
Total Swim: $1,620
Total Camp: $7,200
Total Seasonal Savings: $13,774.00 + $6,226 = $20,000

With full time staff on board I anticipate a total savings of $20,000 dollars from seasonal staffing.

Total Savings from Program reorganizing: $19,691.05 + $6,226 = $25,917.05

Budget Cuts 2014

Supplies Special Activities:	\$20,000 - **\$4,000** = \$16,000
Concessions:	\$25,000 - **\$6,000** = \$19,000
Repairs & Maintenance:	\$10,000 - **\$2,000** = \$8,000
Capital Asset:	\$10,000 - **\$5,000** = \$5,000

Total Cut: \$17,000

Planning and Development Report
December 9th 2013

ATM Commercial Subdivision – The City has received and approved pay request #17 based on the Engineer's recommendation after a walk thru inspection was performed on 11/22/13. Work on the waterline is ongoing. Staff is working with the developer and Engineer with the CLOMR application that will be sent to FEMA. More updates will be presented in my report to council. Please see the attached pay application and corresponding e-mails.

True Value Hardware Store – Dirt work is progressing and the water hydrants have been ordered and the work is being scheduled by Public Works.

Mill Street Sidewalk – A preconstruction meeting was held on 11-13-13 with the contractor, engineer and staff. The contractor has mobilized and begun removal and replacement of the sidewalk.

Farmer Road Sidewalk – A meeting was held on 11-26-13 to go over the preliminary cost estimates and construction drawings. Discussions about temporary construction easements were noted. It was agreed that the engineer would provide the documents and that the City would talk to the property owners. The engineers spoke favorable that a possible extension of the project might be possible due to their preliminary cost estimates. The City has submitted pay reimbursement #4 in the amount of $1,154.65 for the preliminary design.

Solar Grant – I have received a verbal indication that the solar portion of the grant would **not** be funded thru this grant cycle. However the security fence potion would be funded. DNR was hopeful that other funding might be available for the solar equipment.

Watershed Grant opportunity – I received an e-mail from Stacey Armstrong, a planner for the Watershed Committee who has an idea for water, waste water training opportunities. I have forwarded this information to Justin – to look at. I will keep you posted on the progress.

Scrap Tire Grant – I met with JC and Jason (Parks) and provided them a copy of the grant that was awarded for the rubber tire mulch.

Meetings – Attended "Sustaining Our Water Supply" Conference on 11-14-13

Issued building permits as needed.
Performed routine and final building inspections as requested.
Followed up on a nuisance complaint at 200 W Roberson.
Worked on 2013 Grease Trap inspection list.
Assisted other departments as needed.

Randy Brown
Director of Development

Randy Brown

From: Jared Rasmussen [jrasmussen@olssonassociates.com]
Sent: Monday, December 02, 2013 10:49 AM
To: Randy Brown (develop@cityofwillard.org)
Subject: FW: Pay request #17
Attachments: Pay request #17 OA Signed.pdf

Randy –

Based on the field visit performed on 11/22/13, it is Olsson's opinion that the work currently completed is consistent with the attached pay request. Olsson recommends approval.

Thank you,

Jared Rasmussen, P.E. | Olsson Associates
550 St. Louis St. | Springfield, MO 65806 |
TEL 417.890.8802 | FAX 417.890.8805 | CELL 417.763.2575| jrasmussen@olssonassociates.com

OLSSON® ASSOCIATES

From: Jared Rasmussen
Sent: Monday, November 25, 2013 7:30 AM
To: 'C. J. Severs'; Matt W. Kelley; Randy Brown
Subject: RE: Pay request #17

All –

Attached please find our acceptance of the Pay Application.

Thank you,

Jared Rasmussen, P.E. | Olsson Associates
550 St. Louis St. | Springfield, MO 65806 |
TEL 417.890.8802 | FAX 417.890.8805 | CELL 417.763.2575| jrasmussen@olssonassociates.com

OLSSON® ASSOCIATES

From: C. J. Severs [mailto:cjsevers1@gmail.com]
Sent: Friday, November 15, 2013 5:30 AM
To: Matt W. Kelley; Jared Rasmussen; Randy Brown
Subject: Pay request #17

All

Please find attached pay request #17 for review.

Thank you,

CONTINUATION SHEET

APPLICATION NO: 17
APPLICATION DATE: 11/15/13
PERIOD TO: Nov-13

Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	Street and Right of Way excavation	$36,730.00	$33,500.00	$2,000.00	$0.00	$35,500.00	96.65%	$1,230.00	$3,550.00
2	Sanitary Sewer	$29,126.00	$29,126.00	$0.00	$0.00	$29,126.00	100.00%		$2,912.60
3	Water Main	$38,041.00	$37,500.00	$0.00	$0.00	$37,500.00	98.58%	$541.00	$3,750.00
4	Erosion Control	$4,750.00	$2,500.00	$0.00	$0.00	$2,500.00	52.63%	$2,250.00	$250.00
5	Storm sewers	$26,993.00	$23,000.00	$0.00	$0.00	$23,000.00	85.21%	$3,993.00	$2,300.00
6	Mobilization	$2,500.00	$2,500.00	$0.00	$0.00	$2,500.00	100.00%		$250.00
7	Surface course asphalt paving	$19,316.00	$18,316.00	$0.00	$0.00	$18,316.00	94.82%	$1,000.00	$1,831.60
8	Final Grading/ Seeding	$16,900.00	$4,000.00	$0.00	$0.00	$4,000.00	23.67%	$12,900.00	$400.00
9	Detention area with drainage ditch	$46,260.00	$23,000.00	$15,000.00	$0.00	$38,000.00	82.14%	$8,260.00	$3,800.00
10	Aggregate fill	($4,900.00)	$0.00	$0.00	$0.00	$0.00		($4,900.00)	$0.00
11	Change Order #1 (Fill existing line with	$3,189.00	$3,189.00	$0.00	$0.00	$3,189.00	100.00%	$0.00	$318.90
	flowable fill and remove item # 10 from					$0.00			$0.00
	contract)					$0.00			$0.00
12	Sidewalk	$34,000.00	$33,000.00	$0.00		$33,000.00	97.06%	$1,000.00	$3,300.00
13	8" Black Base	$56,000.00	$53,000.00	$0.00		$53,000.00	94.64%	$3,000.00	$5,300.00
14	Base Rock, Parking lot paving and			$0.00		$0.00			$0.00
	curbing.	$40,000.00	$39,000.00	$0.00		$39,000.00	97.50%	$1,000.00	$3,900.00
						$0.00			$0.00
						$0.00			$0.00
						$0.00			$0.00
						$0.00			$0.00
						$0.00			$0.00
						$0.00			$0.00
						$0.00			$0.00
						$0.00			$0.00
						$0.00			$0.00
						$0.00			$0.00
	GRAND TOTALS	$348,905.00	$301,631.00	$17,000.00	$0.00	$318,631.00	91.32%	$30,274.00	$31,863.10

POLICE DEPARTMENT REPORT

- DARE graduation is December 5, 2003 at 6:30pm at Willard Middle School. There are 175 graduates.

- TASER training went well. TASER's instruments are in service. .

	Officer Statistics	Case #'s		Reserves	Case #'s	Hours
1601	Tom McClain, Chief	7	**1640**	Doug Thomas, Reserve	0	0
1603	Shannon Shipley, Sgt./Det.	23	**1641**	Brian Gordon,Reserve	0	7
1604	Robert Bell, Corporal	29	**1642**	JD Landon, Reserve	0	8
1605	Mike Payne, Senior Officer	30	**1643**	Davis Hughes,Reserve	0	0
1606	Aaron Roberts, Officer	37	**1644**	Bill Lingenfelser, Reserve	1	12
1607	Mike Muhlenbruch, Officer	100	**1645**	Michele Lappin, Reserve	0	0
1608	Jeremiah Tayman, Officer	54	**1646**	Andy Hunt, Reserve	0	4
1609	Steve Purdy, Officer	70		**TOTAL HRS**	1	**31**
1610	Jason Applegate, Officer	74				
1630	Glenn Cozzens, SRO	1				
1631	Clint Heimbach, SRO	2				
	TOTAL INCIDENTS	**428**				

INCIDENT STATISTICS

Felony	4
Misdemeanor	14
Infraction	279
Other (Services)	164
HBO (Handled By Officers)	317

VEHICLE	ODOMETER READING	MONTHLY MILEAGE	SHIFTS USED	MILES PER SHIFT	MAINTENANCE COST MONTH	YTD
WPD-01 2009 Dodge Charger	112800	609	20	30	$0.00	$2545.16
WPD-02 2013 Dodge Charger	8901	2158	31	69	$0.00	$2811.75
WPD-03 2013 Dodge charger	8822	1161	17	68	$0.00	$1167.10
WPD-04 2013 Dodge Charger	18871	2154	31	69	$0.00	$2198.91
WPD-05 2008 Dodge Charger-	156648	895	14	63	$0.00	$8902.11
WPD-06 2013 Dodge Charger	6324	1336	19	70	$0.00	$2140.56
WPD-08M 2008 Harley-Davidson Motorcycle	4755	7	1	7	$0.00	$365.34

PUBLIC WORKS
DECEMBER 2013

Water & Sewer

- Check wells, lift stations, and lagoons daily
- Utility locates daily or as needed
- Lagoon samples taken and analyzed daily
- Run lagoon irrigation daily or as needed (weather permitting)
- In's & Out's/Work orders daily
- Collect chlorine residual samples daily
- Collect monthly water samples and deliver to Greene County Health Dept
- Collect monthly lagoon samples and deliver to CASI Lab in Springfield
- Deliver monthly DMR paperwork To Springfield DNR Office
- Read all meters manually from the 10th to 17th of month
- Water shut off's December 3rd
- Flush water lines throughout system in Willard and Meadows as needed
- Replace chlorine alarm sensors at both Willard wells
- Had regulator go bad on chlorine bottle, sent in for repair. No impact on chlorine system
- SCBA's at Chlorine houses are up for Hydrostatic testing. Have taken 2 in for testing
- DNR Inspection of Sewer system on November 5th
- Repaired broken valve box at Hughes and Barwick
- Cleaned grease from wet wells at lift stations
- Measured manholes for upcoming manhole rehab project
- Hydrostatic test on Freedom Bank water line project
- Repair water leaks at 6800 block of West FR 94
- Sweep out and clean all well houses, chlorine houses, and lagoon building
- Still working on issues with handhelds
- Mowed Lagoons
- Cut holes in meter lids to install ERTs
- Stacy Winters and Chris Adams both took test for Wastewater Operator D certification
- All the hydrants and material for Hardware Store project has been procured
- **Streets, Vehicle Maintenance, & Misc.**
- Picked up 5 dogs and took them to animal shelter
- Attend preconstruction meeting for Mill street sidewalk project
- Ordered salt from Greene County for upcoming winter weather
- Replaced bridge sign on Ross Road
- Replaced missing street sign on Osage
- Replaced door pins on Ford F-150 truck # 106
- Fixed heater on Water truck
- Put out barricades and helped with Christmas Parade
- Test fired all generators
- Mowed trail and street right of ways
- Cleaned all PWD trucks

CITY OF WILLARD
BOARD OF ALDERMEN
12/09/2013

Agenda Item #6

AN ORDINANCE

APPROVING A MUNICIPAL CODE AMENDMENT TO TITLE IV. LAND USE CHAPTER 400: LAND DEVELOPMENT REGULATIONS, ARTICLE X. SIGNS; SECTIONS: 400.840, 400.850, 400.860, 400.870, 400.880, 400.910, 400.920, 400.930, 400.940, 400.950 AND 400.970 OF THE MUNICIPAL CODE OF THE CITY OF WILLARD, MO.

1st and 2nd Reading

First Reading: 12-09-13 Second Reading: 12-09-13

Council Bill No.: 13-61 Ordinance No.: 131209

AN ORDINANCE APPROVING A MUNICIPAL CODE AMENDMENT TO TITLE IV. LAND USE CHAPTER 400: LAND DEVELOPMENT REGULATIONS, ARTICLE X. SIGNS; SECTIONS: 400.840, 400.850, 400.860, 400.870, 400.880, 400.910, 400.920, 400.930, 400.940, 400.950 AND 400.970 OF THE MUNICIPAL CODE OF THE CITY OF WILLARD, MO.

WHEREAS, a public hearing was held on December 9, 2013.

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

WHEREAS, the Planning and Zoning Commission held a public hearing on November 26, 2013 for the purpose of receiving comments and input from the community on the proposed amendments; and

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

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

<u>Section 1:</u> The City does hereby amend, Title IV. Land Use, Chapter 400: Land Development Regulations, Article X. Signs to read as shown in the attached document, Exhibit 'A".

<u>Section 2:</u> 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.

<u>Section 3:</u> 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.

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

Passed at meeting: ____________________________

____

Mayor, 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 _____DAY OF_______, 2013.

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO	ABSTAINED
________________________________ CYNDI COSBY-TRAPP	________	______	________
________________________________ BRYAN VINCENT	________	______	________
________________________________ KEVIN MCDONALD	________	______	________
________________________________ DAVID HEMPHILL	________	______	________
________________________________ DAVID ROGGENSEES	________	______	________
________________________________ PAUL HOOD	________	______	________

ARTICLE X. SIGNS

SECTION 400.840: PURPOSE

This Article establishes standards for the erection and maintenance of signs in order to protect the safety of persons and property; to promote the efficient communication of information; to protect the public welfare; and to preserve and enhance the visual character and economy of the City of Willard. Except as otherwise provided, no sign shall be erected, moved,~~-enlarged, illuminated or substantially~~ ~~altered~~ **or modified** except in accordance with the provisions of this Article. (Ord. No. 020227 §1(10.1), 2-27-02)

SECTION 400.850: DEFINITIONS

Unless otherwise provided, ~~the~~ words and phrases ~~defined~~ **used** in this Section shall **be defined in the following manner**: ~~have the meaning indicated when used in this Article.~~

SIGN: Any words, numbers, figures, devices, designs or trademark by which anything is made known, such as are used to designate an individual, a firm, profession, business or a commodity and which are visible from any public street.

SIGN, ATTACHED: Any sign substantially and permanently attached to, ~~applied on, structurally connected to~~, painted on, etched on or supported by any part of a building **exterior.**

SIGN, DETACHED (FREESTANDING): Any sign other than an attached sign and including any inoperable vehicle or any trailer located for the ~~primary~~ purpose of advertising.

SIGN, OFF-PREMISES (BILLBOARD): A sign that draws attention to or communicates information about a business, service, commodity, accommodation, attraction or other activity that is conducted, sold or offered at a location other than the premises on which said sign is located.
SIGN, ON-PREMISES: ~~A sign that draws attention to or communicates information about a business, service, commodity, accommodation, attraction or other activity that is conducted, sold or offered at the location where the sign is located.~~

SIGN, PORTABLE: Any sign not permanently attached to the ground or other permanent structure or a sign designed to be transported from one place to another including, but not limited to, signs designed to be transported on wheels; menu and sandwich board signs; balloons or other inflatable figures ~~and umbrellas used as signs~~.

***SIGN, PROJECTING:* Any sign that is attached to and projects away from the building surface or face.**

SIGN, ROOF: Any sign erected and constructed wholly on and over the roof of a building, supported by the roof structure **of a building** and extending vertically above the highest portion of the roof.

SIGN, VEHICULAR: ~~Any sign permanently attached to a motor vehicle. (Ord. No. 020227 §1(10.2), 2-27-02)~~

***SIGN, WALL:* A sign in a parallel plane to and attached upon a structure's wall.**

SECTION 400.860: EXEMPT SIGNS

The following signs shall not require a sign permit, but must be in conformance with all other applicable provisions of this Article.

Address numbers and name plates. Address numbers and unlighted name plates not exceeding one (1) square foot in area per dwelling unit or business. Such signs must be attached to the principal structure, be parallel with the wall to which it is attached and no part of said sign may extend into any required yard setback.

Banner signs. Signs, consisting of a flexible lightweight material, such as a banner, not exceeding twenty-four (24) square feet of area. One (1) sign per ~~business~~ premises is permitted, posted for not more than thirty (30) business days per year.

Construction site signs. Construction site identification signs, exceeding no more than one (1) sign per site, ~~with such sign exceeding~~ **with** no more than thirty-two (32) square feet in area.

Directional signs. Signs directing and guiding traffic on private property that do not exceed one and one-half (1½) square feet each ~~and that contain no advertising.~~

Flags. Flags, pennants or insignia of any government or non-profit organization when not displayed in connection with a commercial promotion.

Governmental signs. Signs erected by or on behalf of or pursuant to the authorization of a governmental body, including legal notices, identification and information signs, traffic and directional signs or regulatory signs.

Neighborhood identification signs. Neighborhood identification signs, such as a masonry wall, landscaping or other similar materials that are combined to display neighborhood identification. The message of such signs shall display only the name of the neighborhood ~~tract or district~~.

Non-commercial signs. Signs ~~proclaiming~~ **of a** religious, political or other non-commercial **nature** ~~messages~~ that do not exceed sixteen (16) square feet in area and that are not internally illuminated.

Official signs. ~~Official~~ signs of a non-commercial nature erected by public utilities.

Real estate sale or lease signs. Detached or attached, non-illuminated, temporary on-premises signs pertaining to the sale or lease of the premises. Such signs shall not exceed twelve (12) square feet in area. For lots exceeding five (5) acres and having street frontage in excess of four hundred (400) feet, ~~a second (2nd)~~ **one (1) additional** sign may be erected ~~with the area of such sign~~ **with an area** not to exceed thirty-two (32) square feet. Such signs shall be removed within fourteen (14) days of sale or lease of the premises.

Temporary special event signs. Temporary signs not exceeding thirty-two (32) square feet in area, erected to advertise a special event of a **commercial,** civic, educational, philanthropic, religious, political or similar nature. Such signs may be erected no sooner than two (2) weeks before the event and shall be removed no later than five (5) days after the event.

Vehicular signs. Signs painted on or permanently attached to vehicles. Vehicular signs may not contain flashing or blinking lights nor any animation.

Window signs. Any sign, symbol or picture designed to provide information about a business, activity, service or event that is placed ~~inside a window or upon the window panes or glass~~ **against or near to the interior glass surface**; and is visible from the exterior of the window. Window signs shall not exceed fifty percent (50%) of the glass **square footage area**. (Ord. No. 020227 §1(10.3), 2-27-02)

SECTION 400.870: GENERAL PROVISIONS

The following provisions shall apply to all signs in the City:

1. *Prohibited signs.* The following signs are specifically prohibited.

   a. Signs which advertise or promote unlawful activity.

   b. Signs which may be confused with a traffic control signal, sign or devise, the light of an emergency or road equipment vehicle or any other governmental agency sign.

   c. Signs which hide from view any traffic or street sign, signal or similar traffic control or directional sign.

   d. Signs which use searchlights or strobe lights that attract the attention of the public.

   e. Portable signs, except as specifically allowed as a temporary sign in Section 400.860. ~~Unless otherwise allowed under the provisions of this Chapter, all portable signs located in any district in the City of Willard shall be removed within ninety (90) days of the effective date of this Chapter.~~

2. *Sign illumination.* All illuminated signs shall be designed, constructed and located to eliminate or minimize glare. ~~Such signs shall not increase the lighting intensity upon adjoining properties.~~

~~3. *Signs painted on building walls.* Signs painted on building walls are prohibited in all districts.~~

~~4.~~ **3.** *Sign condition.* All signs including supports, braces and anchors, shall be ~~kept~~ **installed and maintained** as indentified in the ~~Unsafe signs in danger of falling or breaking apart shall be removed or repaired by the sign owner. All signs shall be installed and maintained in accordance with the~~ **municipal** building codes of the City of Willard. (Ord. No. 020227 §1(10.4), 2-27-02; Ord. No. 060508C §1, 5-8-06)

SECTION 400.880: CALCULATING THE NUMBER OF SIGNS AND SIGN SURFACE AREA

~~A. A sign shall be considered a single display containing elements related, organized and composed to form a unit. Where information is displayed in a random manner without any organized relationship, each element shall be considered a single sign.~~

B. Two-sided and multi-sided signs shall be considered as one (1) sign, provided that:

   1. The distance between the backs of each face of a two-sided sign does not exceed three (3) feet.

   2. The distance between the backs of a "V" ~~(multi-sided)~~ type sign does not exceed five (5) feet.

C. The **total** sign surface area shall ~~be calculated by adding the entire area within a single, continuous perimeter, enclosing the writing, emblem or other display, together with the material forming the background of the sign, but excluding supporting framework or bracing that is incidental to the sign. If a sign consists of more than one (1) section or unit, all of the area, including the spacing between units, shall be included in the calculation of the sign surface area.~~ **include letters, emblems, background and illuminated areas. Multiple signs on the same structure shall all be inclusive of the total area. Supporting structure, framework or bracing shall be excluded from calculation.**

D. The sign surface area of two-sided or multi-~~sides~~ **sided** signs shall be ~~computed~~ **calculated** ~~by including the total of all sides designed to attract attention or communicate information that can be seen at any one time from one (1) vantage point. The following shall~~ apply **in the following manner:**

1. The surface area of a two-sided, back-to-back sign shall be calculated by totaling the area of only one (1) side of the sign, as long as the distance between the backs of the signs does not exceed three (3) feet. **If the distance exceeds three (3) feet both sides will be added and used in calculation.**

2. The surface area of a double-faced sign constructed in the form of a "V" shall be calculated by totaling the area of the largest side, as long as the angle of the "V" does not exceed thirty degrees (30°) and the distance between the backs of the signs does not exceed five (5) feet. **If the angle of the "V" exceeds thirty degrees (30°), OR the distance between the backs of the signs exceed five (5) feet, OR the sign has more than two sides; the area summation of ALL sides shall be the calculation total.**

E. ~~If sign has animation, animation cannot~~ **An animation display shall not** exceed ten percent (10%) of **the** total **permitted square footage of** sign surface. (Ord. No. 020227 §1(10.5), 2-27-02; Ord. No. 060508C §1, 5-8-06)

SECTION 400.890: SIGNS PERMITTED IN "R-1", "R-2" AND "R-4" RESIDENCE DISTRICTS

Unless otherwise provided in Section 400.860, the following signs shall be permitted in the "R-1", "R-2" and "R-4" Residence Districts:

1. One (1) non-illuminated name plate or sign for each dwelling unit, not exceeding one (1) square foot in area, indicating the name of the occupant. Such signs must be attached to the principal structure, be parallel with the wall to which it is attached and no part of said sign may extend into any required yard setback.

2. One (1) non-illuminated name plate or identification sign not exceeding twelve (12) square feet in area for buildings other than dwellings, provided that said sign shall be attached to and parallel with the front wall of the building.

3. One (1) white, illuminated, on-premises church or school bulletin board not exceeding eighteen (18) square feet in area.

4. Non-illuminated real estate sale or lease sign or signs not exceeding a total area of twelve (12) square feet pertaining to the sale or rental of the property on which said sign is located. (Ord. No. 020227 §1(10.6), 2-27-02)

SECTION 400.900: SIGNS PERMITTED IN "R-3" RESIDENCE DISTRICTS

The following signs shall be permitted in the "R-3" Residence District:

1. All signs permitted in the "R-1", "R-2" and "R-4" Residence Districts.

2. One (1) non-illuminated, attached or detached name plate identification sign not exceeding six (6) square feet in area for boarding or rooming houses.

3. One (1) white illuminated attached or detached identification sign not exceeding sixteen (16) square feet in area for multiple dwellings having four (4) or more dwelling units or for buildings other than dwellings.

4. All signs in the "R-3" Residence District that are not attached to the wall of the building shall be set no more than five (5) feet from the building. (Ord. No. 020227 §1(10.7), 2-27-02)

SECTION 400.910: SIGNS PERMITTED IN "C" COMMERCIAL DISTRICTS

The maximum sign surface area ~~permitted~~ **inclusive of all attached signs permitted** on any lot in any commercial district shall be determined by:

1. A maximum of one-half (0.5) square feet of sign surface area per linear foot of lot street frontage up to two hundred (200) feet of frontage, ~~provided however, that any lot shall be permitted at least six (6) square feet of total sign surface area.~~ **Lots without at least twelve (12) feet of street frontage shall be allotted six (6) square feet of area for a sign.**

2. A maximum of three-fourths (0.75) square feet of additional sign surface area per linear foot of lot street frontage in excess of two hundred (200) feet **shall be allowed**. (Ord. No. 020227 §1(10.8), 2-27-02)

SECTION 400.920: SIGNS PERMITTED IN "M" MANUFACTURING DISTRICTS

A. The maximum sign surface area permitted on any lot in any manufacturing district shall be one (1.0) square feet of sign surface area per linear foot of lot frontage.

B. If a lot has frontage on more than one (1) street, the total sign surface area permitted on that lot shall be the sum of the sign surface area allotted to each street on which the lot has frontage. ~~However, the total sign surface area oriented towards a particular street may not exceed the surface area allocation determined from the frontage on that street.~~ (Ord. No. 020227 §1(10.9), 2-27-02)

SECTION 400.930: SIGHT TRIANGLES

A. *Signs At Street Intersections.*

1. Street intersection sight triangles shall reflect the street classification as established in the Willard Comprehensive Plan. Minimum requirements for sight triangles shall be in accordance with the following table. The sight triangle shall be measured along the right-of-way as illustrated in Figure 400.930 contained in Subsection (B) of this Section. The City may require additional triangle area for clear sight and safety as may be warranted by special condition ~~or~~ **as determined by** ~~the recommendation of~~ the Administrative Official.

2. Signs may be erected in the street intersection sight triangles. However, any such sign must be at least ten (10) feet above street grade except for supports, which may not exceed one (1) foot in width or diameter or be spaced less than ten (10) feet apart from any other stationary object.

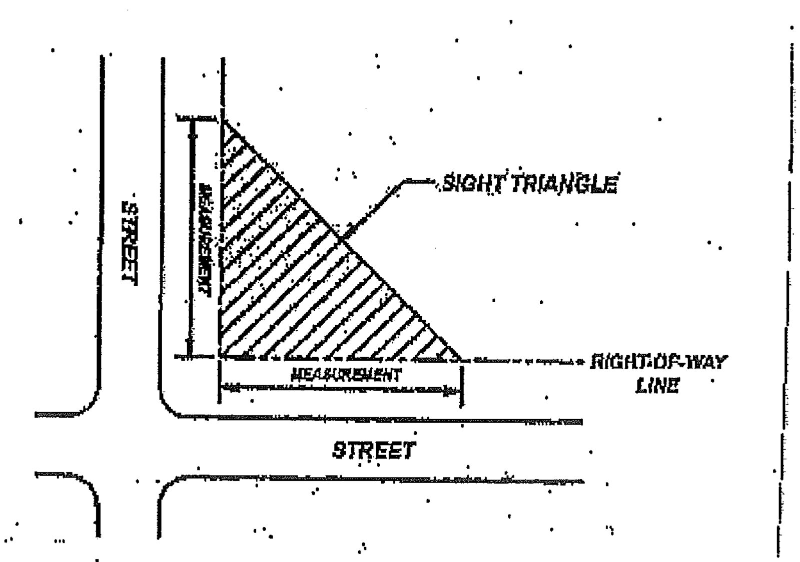
Street Sight Triangle Requirements						
Intersecting Street	Hwy.	Arterial	Collector Single-family Residential	Collector All Others	Local Residential Single-family	Local Residential Multi-family
Hwy.	A	A	B	B	B	
Arterial	A	A	B	B	C	B
Collector-single-family residential	B	B	C	C	C	C
Collector-all others	B	B	C	C	C	C
Local residential	B	C	C	C	C	C
Key: A—100 feet x 100 feet sight triangle B—30 feet x 30 feet sight triangle C—10 feet x 10 feet sight triangle						

B. *Signs At Street/Driveway Intersections.*

1. Signs may be erected in the street/driveway sight triangles. However, any such sign shall be at least ten (10) feet above street grade except for supports, which may not exceed one (1) foot in width or diameter or be spaced less than ten (10) feet apart from any other stationary object.
2. Figure 400.930 illustrates the measurement of a street/driveway sight triangle. A street/driveway sight triangle shall be measured as follows:

   A triangle formed by the intersection of a public street and a driveway where the triangle area is that area encompassed within two (2) intersecting lines formed by the edge of the pavement, curb, roadway or projection thereof and extending forty (40) feet down the street from the right edge of the driveway when standing in the driveway facing the street and extending twelve (12) feet from the edge of the street extending up the driveway pavement and a third (3rd) imaginary line connecting the other two (2) lines without overlaying the pavement. On the left side of the driveway, the triangle is determined by measuring sixty-five (65) feet down the street pavement from the edge of the driveway and measuring twelve (12) feet down the driveway pavement from the edge of the street and an imaginary third (3rd) line connecting the other two (2) lines without overlaying the pavement.

Figure 400.930 Sight Triangles for Street/Driveway Intersections



(Ord. No. 020227 §1(10.10), 2-27-02)

SECTION 400.940: LOCATION, SETBACK AND HEIGHT REQUIREMENTS

A. No sign or supporting structure, other than a governmental sign, shall be located in or over any public property or right-of-way, unless the sign is attached to a structural element of a building and ~~permission has been obtained from the City~~. **pursuant to the appropriate section of the Willard Municipal Building code, and state and federal statute pertaining to right-of-way restrictions.**

B. No sign shall extend beyond a parapet or be located upon a roof. ~~For the purposes of this Section, roof surfaces constructed at an angle of seventy-five degrees (75°) or more shall be considered wall space.~~

This Section shall not apply to temporary displays, including animated displays, erected on roofs of structures in connection with the observation of holidays.

C. Wall signs attached to a building shall not extend past the edge of the **exterior** wall and shall not project more than eighteen (18) inches **away** from th~~e building~~ wall. ~~A wall sign is a sign in a parallel plane to and attached upon a structure's wall.~~

D. Projecting signs shall have a minimum clearance of ten (10) feet above ~~the highest level of the ground under the sign at the sign's lowest point~~ **grade** and shall not project more than ~~twenty-four (24)~~ **eighteen (18)** inches from the wall ~~to~~ **from** which it is attached. ~~A *"projecting sign"* is a sign that is attached to and projects from the building surface or face.~~

E. No part of a detached sign may exceed a height, measured from ground level, of twenty-five (25) feet in "C-1" District, forty-five (45) feet in "C-2" District and thirty (30) feet in "M-1" and "M-2" District and fifteen (15) feet in all other districts.

F. Freestanding signs shall meet the minimum setback requirements as established in the following table:

Street Classification	Minimum Setback
Highway	15 feet
Arterial	15 feet
Collector–single-family residential	10 feet
Collector–all others	10 feet
Local residential	10 feet

(Ord. No. 020227 §1(10.11), 2-27-02; Ord. No. 060508C §1, 5-8-06)

SECTION 400.950: DETACHED SIGNS

Detached (freestanding) signs shall be permitted according to the following requirements:

1. Each premises containing a multi-family use, permitted non-residential use or legal non-conforming use shall be permitted one (1) detached sign.

2. If a development is located on a corner lot that has at least one hundred (100) feet of frontage on each of the two (2) intersecting streets, the development may have one (1) detached sign along each street frontage.

3. Premises with more than seven hundred fifty (750) feet of frontage along a public street may have one (1) additional detached sign; however, a minimum of three hundred (300) feet of separation shall be maintained between signs and a minimum setback of twenty-five (25) feet from adjacent property lines is maintained for both signs.

4. The surface area of a detached sign may not exceed three-tenths (0.3) square feet for every linear foot of **street** frontage ~~along the street to which the sign is oriented~~. ~~However, in no case shall a single~~

~~side of a detached sign~~ **Total sign are shall not** exceed fifty (50) square feet in surface area if the lot has less than two hundred (200) feet of **total street** frontage ~~on the street towards which the sign is oriented,~~ seventy-five (75) square feet on lots with frontage of two hundred (200) feet or more but less than four hundred (400) feet and one hundred (100) square feet on lots with four hundred (400) or more feet of street frontage. **Lots with more than one side of street frontage may include all frontage in sign are square footage calculation.** (Ord. No. 020227 §1(10.12), 2-27-02)

SECTION 400.960: OFF-PREMISES SIGNS

Off-premises signs (billboards) shall be permitted only in the "C-1" and "C-2" Commercial Districts and in the "M-1" and "M-2" Industrial Districts. The surface area of a detached, off-premises sign shall be subject to the provisions of Section 400.880 if the sign is oriented towards a street classified as an arterial, collector or local street. Where the street towards which the sign is oriented is classified as a highway, a single side of a detached off-premises sign may not exceed three-fourths (0.75) square feet in surface area for every linear foot of street frontage. In no case may a single side of such sign exceed two hundred (200) square feet in surface area. (Ord. No. 020227 §1(10.13), 2-27-02; Ord. No. 060911 §1, 9-11-06)

SECTION 400.970: LEGAL NON-CONFORMING SIGNS

A. Any sign lawfully erected before the effective date of this Article, but which does not comply with the requirements and restrictions of this Article, shall be considered a legal, non-conforming sign and may be continued subject to the provisions of this Section.

B. A non-conforming sign shall not be expanded in size or effective area or altered in any manner so as to increase the degree of non-conformity. Illumination shall not be added to any non-conforming sign.

C. A non-conforming sign shall not be moved or replaced except to bring the sign into complete conformance with this Article.

D. Except for safety requirements, a non-conforming sign shall not be structurally altered so as to prolong the life of the sign. Non-conforming signs may be repaired so long as the cost of materials and labor for such work does not exceed within any twelve (12) month period fifty percent (50%) of the value (tax value if listed for tax purposes) of the sign.

E. If a non-conforming sign is destroyed, it may not be ~~repaired~~, reconstructed or replaced except in conformity with the provisions of this Article. ~~A non-conforming sign is considered "destroyed" if damaged to an extent where the cost of materials and labor to restore the sign or replace it with an equivalent sign exceeds seventy-five percent (75%) of the value (tax value if listed for tax purposes) of the damaged sign.~~ **A sign shall be considered destroyed if more than 50% percent of the sign structure or backing has been altered, for whatever reason, from its original appearance.**

F. Abandoned, **destroyed** or discontinued non-conforming signs shall be removed within thirty (30) days after ~~such abandonment~~ determination by the City Administrative Official. ~~or incident by the sign owner, owner of the property where the sign is located or other party having control over the sign~~. A sign shall be considered abandoned or discontinued if:

   1. For a period of ~~six (6)~~ **twelve (12)** consecutive months the sign advertises a service, product or activity that is no longer operating, being conducted or offered.

   2. ~~For a period of twelve (12) consecutive months the sign is blank or is maintained without an advertising message.~~ For purposes of this Section, a sign is considered blank if:

      a. The advertising message displayed becomes illegible in whole or substantial part.

~~b. The message on the sign contains no advertising other than the name, address, telephone number or other identification of the sign owner or message intended solely to advertise the sign for rent or sale. (Ord. No. 020227 §1(10.14), 2-27-02)~~

SECTION 400.980: SIGN PERMITS AND INSPECTION

Except as otherwise provided in this Article, no sign shall be erected, moved, enlarged, illuminated or substantially altered without first obtaining a sign permit for each sign in conformance with the requirements of Article III, Section 400.200. Repainting or changing the message on a sign shall not be considered a substantial alteration and shall not require a sign permit. (Ord. No. 020227 §1(10.15), 2-27-02)

CITY OF WILLARD
BOARD OF ALDERMEN
12/09/2013

Agenda Item #7

AN ORDINANCE

AUTHORIZING the Mayor on behalf of the City of Willard, to execute an agreement between the City of Willard and Land O' Frost, Inc. to accept Land O' Frost as the exclusive jersey sponsor for the Willard Parks and Recreation 2014 sports programs.

1st and 2nd Reading

First Reading: 12-09-13 Second Reading: 12-09-13

Council Bill No.: 13-62 Ordinance No.: 131209A

AN ORDINANCE

AUTHORIZING the Mayor on behalf of the City of Willard, to execute an agreement between the City of Willard and Land O' Frost, Inc. to accept Land O' Frost as the exclusive jersey sponsor for the Willard Parks and Recreation 2014 sports programs.

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

Section 1: That the Mayor, on behalf of the City of Willard, Missouri is hereby authorized to execute an agreement with Land O' Frost, Inc. to accept Land O' Frost as the exclusive jersey sponsor for the Willard Parks and Recreation 2014 sports programs, said agreement to be substantially in form and content as that document attached hereto and incorporated herein by reference as Exhibit 1.

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

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI ON THE 9th DAY OF December, 2013.

APPROVED BY:

____

MAYOR

ATTEST: ______________________________, City Clerk

Approved as to form: ______________________________, City Attorney

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO
CINDY COSBY-TRAPP	______	______
PAUL HOOD	______	______
BRYAN VINCENT	______	______

KEVIN MC DONALD

DAVID HEMPHILL

DAVID ROGGENSEES

Exhibit 1

3428
ContractID

Great Tasting Lunchmeat

Willard Parks and Recreation

/LAND O' FROST SPONSORSHIP 2014

The following will be included in the comprehensive 2014 Land O' Frost Youth Sponsorship Program for the Springfield area. The following is a summary of the elements that will be included in the annual sponsorship agreement between Willard Parks and Recreation (WPR) and Land O' Frost (LOF).

This agreement will commence on January 1,2014 and will terminate on December 31, 2014.

Sponsorship Elements:

This sponsorship will focus on approximately 82 teams in the Winter/Spring/Fall 14' season. Land O' Frost will sponsor teams under the age of 10.

- Prominent Logo inclusion on the front or back of jerseys for 82 teams . LOF will supply all necessary logo \ artwork and WPR will have the shirts printed. (**The LOF logo will need to be a minimum of 2 ½"H x 10" W. The phrase Great Tasting Lunchmeat will need to be placed underneath the Land O' Frost oval. Land O' Frost to be the exclusive jersey sponsor, no other corporate logos to be placed on jerseys.)**

- Coupon distribution in opening day packets, at tournaments, in mailings and other key functions throughout the year. (LOF will supply all coupons)

- Announcements by team and league administration to parents / kids about sponsorship.

- Opportunity for mention / inclusion of Land O' Frost product message in any league / parent communication.

- One approximately 4' x 8' banner (or similar signage) to be displayed where WPR teams, that LOF sponsors play. (LOF will give banner artwork and WPR will have banner printed)

- Logo inclusion on WPR game schedules for teams sponsored, registration materials and newsletters if possible.

- Land O' Frost logo/ youth sports link placed on the league web site http://www.landofrost.com/youthsports

- A minimum of two (2) annual Email Blasts to all parents, if available, letting them know of the LOF Youth Sports Link for special offers. LOF will provide Email Blast Template.

- **Client will need Proof of Purchase (82 team pictures) by December 31, 2014 The Land O' Frost logo will need to be clearly identified on the shirts in 82 team pictures. The pictures can be informal, taken with a digital camera or regular film.**

LAND O' FROST WILL DONATE: $9,500.00

Willard Parks and Recreation Representitive **Land O' Frost Representative** Knox Sports

________________________ ________________________

CITY OF WILLARD
BOARD OF ALDERMEN
12/09/2013

Agenda Item #8

AN ORDINANCE

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

1st and 2nd Reading

First Reading: 12-09-13

Second Reading: 12-09-13

Council Bill No.: 13-63

Ordinance No.: 131209B

AN ORDINANCE

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

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

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

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

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

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI ON THE 9th DAY OF December, 2013.

APPROVED BY:

____

MAYOR

ATTEST: ______________________________, City Clerk

Approved as to form: ______________________________, City Attorney

Council Bill No.: 13-63

Ordinance No.: 131209B

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO
CINDY COSBY-TRAPP		
PAUL HOOD		
BRYAN VINCENT		
KEVIN MC DONALD		
DAVID HEMPHILL		
DAVID ROGGENSEES		

CHAPTER 605: BUSINESS REGULATIONS

Cross Reference--As to cruising of motor vehicles on business property, §340.260.

ARTICLE I. GENERAL PROVISIONS

SECTION 605.010: LICENSE REQUIRED

No person, firm, corporation or partnership shall engage in any occupation **trade, callings, professions or establishments** named ~~in Section 605.030 of this Article~~ within the City of Willard without ~~obtaining a license~~ **securing a license as set out in this Chapter.** ~~therefore and shall not in~~ **In applying for said license, no person, firm, corporation or partnership** shall knowingly make any false statement or fail to comply with any provision of this Article. (Ord. No. 050509D §4, 5-9-05)

SECTION 605.015 DEFINITIONS

As used in this Chapter, the following word has the meaning indicated:

ADVERTISING OR SOLICITING: **It shall be unlawful for any person who is required by the provisions of this Chapter to secure a license to advertise the activity without first securing such license. The listing in an advertisement of an address which is inside the City or a telephone number which is located inside the City shall constitute prima facie evidence that the person is engaged in the business activity that is being advertised. For purposes of this Section, *"advertising"* means the use of any handbill, billboard, sign, newspaper, radio, loudspeaker, television, telephone listing, computer listing or other message or device whereby the services or products are offered to the public.**

MERCHANT: **Every person, corporation, partnership, limited liability company, limited liability partnership, professional corporation, sole proprietor, or association of persons who shall deal in the selling of goods, wares and merchandise at any store, stand or place occupied for that purpose. Merchants doing business in this State who shall, as a practice in the conduct of such business, make or cause to be made any wholesale or retail sales of goods, wares and merchandise to any person, corporation, co-partnership or association of persons shall be deemed to be a merchant whether said sales be accommodation sales, whether they be made from a stock of goods on hand or by ordering goods from another source, and whether the subject of said sales be similar or different types of goods than the type, if any, regularly manufactured, processed or sold by said seller. (Ord. No. 501-02 §1, 12-16-02)**

MANUFACTURER: **A person, corporation, firm, individual or partnership who holds or purchases personal property for the purpose of adding to the value thereof by any process of manufacturing, refining or by any combination of different materials or who shall purchase and sell articles such as he/she manufactures.**

PEDDLERS: Every person, corporation, partnership, limited liability company, limited liability partnership, professional corporation, sole proprietor, or association of persons selling merchandise on the streets, sidewalks or house to house delivering at time of sale or taking orders and delivering later:

SECTION 605.020: MERCHANT LICENSE FEES TO BE PAID BY BUSINESSES

A. No person shall engage in any of the following occupations, trades, callings, professions, privileges or any of the following institutions or establishments without securing a license as set out in this Chapter.

Business or Occupation

Banks- Twenty-five dollars ($25.00) per annum

Contractors--including building, electrical, plumbing- Twenty-five dollars ($25.00) per annum

Hotels and motels- Fifty dollars ($50.00) per annum.

Manufacturers- Fifty dollars ($50.00) per annum.

Merchants or businesses not specifically listed herein- Twenty-five dollars ($25.00) per annum.

Amusement devices not located in permanent tax-paying buildings: Twenty-five dollars ($25.00) for the first (1st) device and one dollar ($1.00) for each additional device.

Automobile dealers, brokers or sales agents in new or used automobiles: Twenty-five dollars ($25.00) per annum, upon the filing with the City Clerk a license and permit bond in the amount of two thousand five hundred dollars ($2,500.00) and a minimum liability insurance policy of ten thousand dollars ($10,000.00) for personal injury and five thousand dollars ($5,000.00) property damage; such bond and insurance to be written by companies licensed to do business in the State of Missouri. Said bond shall be conditioned upon the faithful compliance with all applicable provisions of this Article and other City ordinances or the applicable Statutes, rules and regulations of the State and faithful performance of any contracts of the licensee arising out of or in connection with the licensed business.

Magazine and book solicitors: Twenty-five dollars ($25.00) for each supervisor and ten dollars ($10.00) for each solicitor, upon filing with the City Clerk a license and permit bond in the amount of one thousand dollars ($1,000.00) by any solicitor or supervisor of any contract for the sale of magazines or books between any persons in the City and the solicitor or supervisor, whether acting as an agent for any company or for himself/herself, such bond to be by a bonding company authorized to do business in the State. Any bond issued by any company for the purpose of this Subsection shall be deemed to be conditioned upon the faithful performance of magazine and book contracts as above required, whether or not such bond shall be expressly so conditioned. Any license issued to a magazine or book supervisor or solicitor shall be issued to a named individual and shall not be transferable.

Peddlers: Twenty-five dollars ($25.00) per annum, upon filing with the City Clerk a license and permit bond in the amount of one thousand dollars ($1,000.00) conditioned upon the faithful performance by any solicitor or supervisor of any contract for the sale of merchandise between any persons in the City and the solicitor or supervisor, whether acting as an agent for any company or for himself/herself, such bond to be by a bonding company authorized to do business in the State. Any bond issued by any company for the purpose of this Subsection shall be deemed to be conditioned upon the faithful performance of any contracts between any peddler and persons of this City, whether or not such bond shall be expressly so conditioned. Any license issued to any peddler or his/her supervisor shall be issued to a named individual and shall not be transferable.

Spraying services by exterminators and pest control businesses: Twenty-five dollars ($25.00) per annum, upon filing with the City Clerk a license and permit bond in the amount of one thousand dollars ($1,000.00) conditioned upon the faithful performance by any solicitor or supervisor of any contract for the sale of merchandise between any persons in the City and the solicitor or supervisor, whether acting as an agent for any company or for himself/herself, such bond to be by a bonding company authorized to do business in the State. Any bond issued by any company for the purpose of this Subsection shall be deemed to be conditioned upon the faithful performance of any contracts between any peddler and persons of this City, whether or not such bond shall be expressly so conditioned. Any license issued to any peddler or his/her supervisor shall be issued to a named individual and shall not be transferable.

Tree surgeons, tree trimming, tree removing and tree plant treating and spraying services: Twenty-five dollars ($25.00) per annum, upon filing with the City Clerk a license and permit bond in the amount of one thousand dollars ($1,000.00) conditioned upon the faithful performance by any solicitor or supervisor of any contract for the sale of merchandise between any persons in the City and the solicitor or supervisor, whether acting as an agent for any company or for himself/herself, such bond to be by a bonding company authorized to do business in the State. Any bond issued by any company for the purpose of this Subsection shall be deemed to be conditioned upon the faithful performance of any contracts between any peddler and persons of this City, whether or not such bond shall be expressly so conditioned. Any license issued to any peddler or his/her supervisor shall be issued to a named individual and shall not be transferable.

B. This Chapter shall not apply to religious, charitable and/or non-profit organizations.

SECTION 605.020: PREREQUISITES FOR ISSUANCE OF LICENSE

A. *Payment of License Fee.* Any person, firm, partnership or corporation who shall desire to take out any license as provided by this Article shall pay over to the City Clerk the amount of license fee as provided in this Article and the City Clerk shall issue his/her license and receipt.

B. *Payment Of Taxes.* No license shall be issued until all personal taxes and license taxes of the applicant for such licenses for the previous years shall have been paid.

~~C. *Retail Sales.* The possession of a retail sales license and a statement from the Department of Revenue that the licensee owes no tax due under Sections 144.010 to 144.510 or Sections 143.191 to 143.261, RSMo., shall be a prerequisite to the issuance or renewal of any City license under this Section which is required for conducting any business where goods are sold at retail. The date of issuance on the statement that the licensee owes no tax due shall be no more than ninety (90) days before the date of submission for application or renewal of the license. The revocation of a retailer's license by the Director shall render the City license null and void. In addition, the possession of a statement from the Department of Revenue stating no tax is due under Sections 143.191 to 143.265, RSMo., or Sections 144.010 to 144.510, RSMo., shall also be a prerequisite to the issuance or renewal of any City license under this Section required for conducting any business where goods are sold at retail. The statement of no tax due shall be dated no longer than ninety (90) days before the date of submission for application or renewal of the license. (Ord. No. 050509D §§2—3, 5-9-05)~~

C. *Retail Sales.* The possession of a retail sales license and a statement from the Department of Revenue that the licensee owes no tax due under Sections 144.010 to 144.510 or Sections 143.191 to 143.261, RSMo., shall be a prerequisite to the issuance or renewal of any City license under this Section which is required for conducting any business where goods are sold at retail. The date of issuance on the statement that the licensee owes no tax due shall be no more than ninety (90) days before the date of submission for application or renewal of the license. The revocation of a retailer's license by the Director shall render the City license null and void.

D. *Proof of Identity.* No license shall be issued without proof of a valid identification card or valid driver's license.

E. *Proof of Insurance.* All contractors in the construction industry who perform work in the City of Willard shall obtain a City of Willard business license and shall require any subcontractors on any such job to obtain a City of Willard business license. In addition to the fees required by this Chapter, a contractor and subcontractor shall provide proof of a certificate of insurance for Workers Compensation coverage if the applicant is required to cover his or her liability under RSMo Chapter 287. Workers' Compensation Law .

If the contractor or subcontractor does not possess Workers Compensation, then a completed Affidavit of Exemption for Workers Compensation Insurance (Form WE-134 AI), must be provided to the City.

SECTION 605.025: PERSONS NOT TO BE CHARGED FOR BUSINESS LICENSE

A. No person following for a livelihood the profession or calling of minister of the gospel, duly accredited Christian Science practitioner, teacher, professor in a college, priest, lawyer, certified public accountant, dentist, chiropractor, optometrist, chiropodist, or physician or surgeon in this City shall be taxed or made liable to pay any municipal or other corporation tax or license fee of any description whatever for the privilege of following or carrying on such profession or calling, and after December 31, 2003, no investment funds service corporation as defined in Section 143.451, RSMo., may be required to pay any such license fee in excess of twenty-five thousand dollars ($25,000.00) annually, any law, ordinance or Charter to the contrary notwithstanding.

B. No person following for a livelihood the profession of insurance agent or broker, veterinarian, architect, professional engineer, land surveyor, auctioneer, or real estate broker or salesman in this City shall be taxed or made liable to pay any municipal or other corporation tax or license fee for the privilege of following or carrying on his/her profession unless that person maintains a business office within the City of Willard.

SECTION 605.030: RENEWAL APPLICATIONS

All applications and payment for renewal of a license provided for herein shall be filed no later than December thirty-first (31st) of each year.

~~**SECTION 605.030: ANNUAL LICENSE FEES**~~

~~Any person, firm, partnership, corporation and businesses herein mentioned and described and the various objects, subjects, trades, avocations, occupations and businesses herein mentioned and described, shall be required to pay over an annual license fee to the City of Willard, Missouri, as follows:~~

~~1. Amusement devices not located in permanent tax-paying buildings: Twenty-five dollars ($25.00) for the first (1st) device and one dollar ($1.00) for each additional device.~~

~~2. Apartment houses having two (2) or more rental units: Twenty-five dollars ($25.00) per annum.~~

~~3. Auctioneers: Twenty-five dollars ($25.00) per annum.~~

~~4. Automobile dealers, brokers or sales agents in new or used automobiles: Twenty-five dollars ($25.00) per annum, upon the filing with the City Clerk a performance bond in the amount of two thousand five hundred dollars ($2,500.00) and a minimum liability insurance policy of ten thousand dollars ($10,000.00) for personal injury and five thousand dollars ($5,000.00) property damage; such bond and insurance to be written by companies licensed to do business in the State of Missouri. Said bond shall be conditioned upon the faithful compliance with all applicable provisions of this Article and other City ordinances or the applicable Statutes, rules and regulations of the State and faithful performance of any contracts of the licensee arising out of or in connection with the licensed business.~~

~~5. Automobile paint and body repair shops: Twenty-five dollars ($25.00) per annum.~~

~~6. Automobile washing establishments: Twenty-five dollars ($25.00) per annum.~~

~~7. Banks: Twenty-five dollars ($25.00) per annum.~~

~~8. Barbershops: Twenty-five dollars ($25.00) per annum.~~

~~9. Beauty parlors: Twenty-five dollars ($25.00) per annum.~~

~~10. Brick or stone contractors: Twenty-five dollars ($25.00) per annum.~~

~~11. Building and construction contractors: Twenty-five dollars ($25.00) per annum.~~

~~12. Cabinet maker shops: Twenty-five dollars ($25.00) per annum.~~

~~13. Carnivals: Twenty-five dollars ($25.00).~~

~~14. Clothes pressers and cleaners: Twenty-five dollars ($25.00) per annum.~~

~~15. Coin-operated laundry establishments: Twenty-five dollars ($25.00) per annum.~~

~~16. Cold storage and locker plants: Twenty-five dollars ($25.00) per annum.~~

~~17. Concrete contractors: Twenty-five dollars ($25.00) per annum.~~

~~18. Contractors in excavating, grating, terracing or ditching by machine: Twenty-five dollars ($25.00) per annum.~~

~~19. Dealers in coal and coal distribution: Twenty-five dollars ($25.00) per annum.~~

~~20. Dealers in ice, retail, not engaged in business as merchants: Twenty-five dollars ($25.00) per annum.~~

~~21. Dealers in junk and salvage: Twenty-five dollars ($25.00) per annum.~~

~~22. Dealers at retail in intoxicating liquor in the original package: Twenty-five dollars ($25.00) per annum.~~

~~23. Reserved.~~

~~24. Dealers at retail of furniture, home furnishings, hardware, groceries, gifts, sundries and wearing apparel: Twenty-five dollars ($25.00) per annum.~~

~~25. Dealers at wholesale in fruits and vegetables: Twenty-five dollars ($25.00) per annum.~~

~~26. Dog kennels: Twenty-five dollars ($25.00) per annum.~~

~~27. Electrical contractors: Twenty-five dollars ($25.00) per annum.~~

~~28. Flour, grain and feed mills: Twenty-five dollars ($25.00) per annum.~~

~~29. Grain elevators: Twenty-five dollars ($25.00) per annum.~~

~~30. Heating contractors: Twenty-five dollars ($25.00) per annum.~~

~~31. Insurance agents, agencies or brokers: Twenty-five dollars ($25.00) per annum.~~

~~32. Laundries: Twenty-five dollars ($25.00) per annum.~~

~~33. Loan brokers: Twenty-five dollars ($25.00) per annum.~~

~~34. Machine shops: Twenty-five dollars ($25.00) per annum.~~

~~35. Magazine and book solicitors: Twenty-five dollars ($25.00) for each supervisor and ten dollars ($10.00) for each solicitor, upon filing with the City Clerk a performance bond by any solicitor or supervisor of any contract for the sale of magazines or books between any persons in the City and the solicitor or supervisor, whether acting as an agent for any company or for himself/herself, such bond to be by a bonding company authorized to do business in the State. Any bond issued by any company for the purpose of this Subsection shall be deemed to be conditioned upon the faithful performance of magazine and book contracts as above required, whether or not such bond shall be expressly so conditioned. Any license issued to a magazine or book supervisor or solicitor shall be issued to a named individual and shall not be transferable.~~

~~36. Manufacturers: Fifty dollars ($50.00) per annum. A *"manufacturer"* shall be a person, corporation, firm, individual or partnership who holds or purchases personal property for the purpose of adding to the value thereof by any process of manufacturing, refining or by any combination of different materials or who shall purchase and sell articles such as he/she manufactures.~~

~~37. Motels and tourist courts: Fifty dollars ($50.00) per annum.~~

~~38. Nurseries for children: Twenty-five dollars ($25.00) per annum.~~

~~39. Nursing, convalescent or old-age homes: Twenty-five dollars ($25.00) per annum.~~

~~40. Painting contractors: Twenty-five dollars ($25.00) per annum.~~

~~41. Peddlers : Twenty-five dollars ($25.00) per annum, upon filing with the City Clerk a performance bond in the amount of one thousand dollars ($1,000.00) conditioned upon the faithful performance by any solicitor or supervisor of any contract for the sale of merchandise between any persons in the City and the solicitor or supervisor, whether acting as an agent for any company or for himself/herself, such bond to be by a bonding company authorized to do business in the State. Any bond issued by any company for the purpose of this Subsection shall be deemed to be conditioned upon the faithful performance of any contracts between any peddler and persons of this City, whether or not such bond shall be expressly so conditioned. Any license issued to any peddler or his/her supervisor shall be issued to a named individual and shall not be transferable.~~

~~42. Photographers and photo finishing services: Twenty-five dollars ($25.00) per annum, upon filing with the City Clerk a performance bond in the amount of one thousand dollars ($1,000.00) upon the same conditions as set forth in Subsection (41) above.~~

~~43. Plastering contractors: Twenty-five dollars ($25.00) per annum.~~

~~44. Plumbing contractors: Twenty-five dollars ($25.00) per annum.~~

~~45. Rental business: Twenty-five dollars ($25.00) per annum.~~

~~46. Repair shops and businesses: Twenty-five dollars ($25.00) per annum.~~

~~47. Restaurants and cafes: Twenty-five dollars ($25.00) per annum.~~

~~48. Rock quarries: Fifty dollars ($50.00) per annum.~~

~~49. Rooming houses, three (3) rooms or more: Twenty-five dollars ($25.00) per annum.~~

~~50. Service stations: Twenty-five dollars ($25.00) per annum.~~

~~51. Spraying services by exterminators and pest control businesses: Twenty-five dollars ($25.00) per annum, upon filing with the City Clerk a performance bond in the amount of one thousand dollars ($1,000.00) upon the same conditions as set forth in Subsection (41) above.~~

~~52. Tree surgeons, tree trimming, tree removing and tree plant treating and spraying services: Twenty-five dollars ($25.00) per annum, upon filing with the City Clerk a performance bond in the amount of one thousand dollars ($1,000.00) upon the same conditions as set forth in Subsection (41) above.~~

~~53. Truck delivery service: Twenty-five dollars ($25.00) per annum.~~

~~54. Trash and garbage haulers: Twenty-five dollars ($25.00) per annum.~~

~~55. Utility companies including electrical companies, telephone companies and water companies: Twenty-five dollars ($25.00) per annum.~~

~~56. Veterinarian hospital: Twenty-five dollars ($25.00) per annum.~~

~~57. Water softener companies: Twenty-five dollars ($25.00) per annum. (Ord. No. 050509D §1, 5-9-05.~~

SECTION 605.040: DISPLAY OF LICENSE

All licenses issued shall be displayed in a conspicuous place in the place of business authorized to be conducted and shall be removed after expiration. (Ord. No. 050509D §5, 5-9-05)

SECTION 605.050: LICENSE NOT TRANSFERABLE

Any license issued under the provisions of this Article shall be non-transferable and shall not be assigned in any manner whatsoever. (Ord. No. 050509D §6, 5-9-05)

SECTION 605.060: TERM OF LICENSE

The license year shall begin on the first (1st) day of January of each year and end on the thirty-first (31st) day of December of each year. **The annual fee for the license shall be fifty dollars($50.00) for all manufacturing businesses and twenty-five dollars ($25.00) for all others. New business licenses shall be pro-rated by one-half (½) the original fee if the application is made after July first (1st) of that year. No license shall be issued under this Chapter until personal taxes and license taxes of the applicant for such a license have been paid for the previous years.** ~~Any license under the provisions of this Article may be issued for a term of six (6) months by the payment of one-half (½) of the license fee, if application is made after July first (1st) of any year. (Ord. No. 050509D §7, 5-9-05)~~

SECTION 605.070: SEPARATE LICENSE REQUIRED FOR EACH BUSINESS

A separate license shall be obtained by each place of business operated by a licensee under this Article. (Ord. No. 050509D §8, 5-9-05)

SECTION 605.080: MORE THAN ONE OCCUPATION OPERATED AS ONE BUSINESS AT SAME LOCATION

Any person, firm, partnership or corporation engaged in more than one (1) occupation where all such occupations are operated as one (1) business under the same management and at the same location may pay one (1) license fee for all such occupations licensed. This may also apply in the case of contractors who may engage in more than one (1) type of contracting. (Ord. No. 050509D §9, 5-9-05)

SECTION 605.090: VIOLATION AND PENALTY – DELINQUENCY Willard now - Can you review this?

A. All license fees not paid to the City by the person required to remit the same on the date when the same becomes due and payable to the Director of Revenue shall bear interest at the rate determined by Section 32.065, RSMo., from and after such date until paid.

~~B. In case of failure to apply for any license fee required by this Chapter on or before the date prescribed therefor, determined with regard to any extension of time for making an application, unless it is shown that such failure is due to reasonable cause and not the result of willful neglect, evasion or fraudulent intent, there shall be added to the amount required to be shown as tax on such return five percent (5%) of the amount of such tax if the failure is not for more than one (1) month, with an additional five percent (5%) for each additional month or fraction thereof during which such failure continues, not exceeding twenty-five percent (25%) in the aggregate.~~

B. Failure to apply for any license required by this Chapter or before the date prescribed, will result in an additional fee of five percent (5%) of the amount of such tax for the first thirty (30) days, and an additional five percent (5%) for each additional month or fraction thereof not to exceed twenty-five percent (25%) in the aggregate.

C. In case of failure to pay the full amount of any license fee due hereunder on or before the date prescribed there for, determined with regard to any extension of time for payment, unless it is shown, by the applicant, that such failure is due to reasonable cause and not the result of willful neglect, evasion or fraudulent intent, there shall be added to the tax an amount equal to five percent (5%) of the deficiency. The City shall, upon request by a taxpayer, apprise the taxpayer of the factual basis for the finding of negligence, or the specific rules or regulations disregarded if the City assesses a penalty under this Subsection.

SECTION 605.105: STOP BUSINESS ORDER

A. Any public official authorized to do so by the Board of Aldermen observing or receiving valid information of violations of this Chapter may give a verbal or written order to stop conducting business immediately to the owner of the business or workers present on the property.

B. Each day of operation after a stop order has been given is a separate offense.

CITY OF WILLARD
BOARD OF ALDERMEN
12/09/2013 **AGENDA ITEM # 9**

AN ORDINANCE

AN ORDINANCE APPROVING THE AMENDMENTS TO THE CITY OF WILLARD INTERNAL CONTROLS PROCEDURES POLICY ORDINANCE; ORDINANCE NO. 090727

1^{ST} AND 2^{ND} READING

First Reading: 12-09-13

Second Reading: 12-09-13

Council Bill No.: 13-64

Ordinance No.: 131209C

AN ORDINANCE

AN ORDINANCE APPROVING THE AMENDMENTS TO THE CITY OF WILLARD INTERNAL CONTROLS PROCEDURES POLICY ORDINANCE; ORDINANCE NO. 090727

WHEREAS, the Board of Aldermen of the City of Willard, Missouri, has considered the amendments to the Internal Control Procedures Policy ;

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

Section 1: The City does hereby approve the change in the policy to allow the changes as shown in Exhibit 1.

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

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI ON THE 9th DAY OF December, 2013.

APPROVED BY:

____

MAYOR

ATTEST: ______________________________, City Clerk

Approved as to form: ______________________________, City Attorney

Council Bill No.: 13-64

Ordinance No.: 131209C

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO
CINDY COSBY-TRAPP		
PAUL HOOD		
BRYAN VINCENT		
KEVIN MC DONALD		
DAVID HEMPHILL		
DAVID ROGGENSEES		

Internal Control Procedures
City of Willard

Court

During court each defendant is issued a payment transmittal with the defendant name, amount due, department, date, and an area for special instructions. The defendant will be directed to the cashier area where all payments will be made to the Head Cashier at the front desk. A receipt will be issued to the person making the payment. All checks are restrictively endorsed at the time of receipt. The transmittals will be reconciled each day for deposit purposes and the deposit will be made by the finance department or the designated representative for that day. A copy of the deposit will be issued to the court clerk.

All court proceeds are receipted in the Justice Information System (JIS) with a numbered receipt issued at the time the payment is received. If the defendant is present, a receipt is given to the defendant. If the court proceeds are received in the mail, a receipt is mailed to defendant upon request.

The daily deposit is reconciled against the daily cashier report generated from the JIS system. The monthly cash receipt journal is reconciled against the daily cashier reports and the bank statement by the CFO **or Finance Officer (FO) and the court clerk.** Deposits are made daily. As detailed in state municipal court guidelines, the responsibility for receipting and disbursing payments are separated between two city employees.

Certain municipal court costs are disbursed each month to the appropriate state office. All disbursements are notated in the cash disbursements journal generated by the JIS system. Copies of the daily cash receipts journals and the monthly cash disbursement journal will be used by the finance office to reconcile the month and prepare the monthly journal entries.

The City of Willard return check policy as detailed in the Utility Billing Section is followed. Only bonded employees are allowed to handle funds.

Case numbers are assigned to each case. The identifying number used on each cash receipt is the last four digits of the ticket number. The JIS system also generates a receipt number which is cross referenced between the manual receipt journal and the JIS receipt journal. The City of Willard Municipal Court accepts cash, personal checks, money orders, certified checks and Visa/Mastercard. Payments accepted are only those authorized by statute or court rule.

Cash control records and the individual files contain the following information:

1. Date received
2. Case/id number
3. Name of payee
4. Receipt number
5. Type of payment (cash, check, etc)
6. Amount received

All voided manual receipts are kept and stapled to the back of the monthly cash receipt journal. Blank receipts and checks are kept in a secure location accessible to designated personnel only. Voided checks are marked "VOID" and notated on the cash disbursements journal.

A separate court checking account is maintained for all court receipts and disbursements. The court account is reconciled monthly against the bank statement.

Unpaid costs and fines are maintained in each case file with the judge's approval of the payment schedule. The unpaid balance and payment plan is also maintained in the JIS receipts journal after each partial payment. A record of each partial payment is also kept in each cash file. State court procedures are followed by the court clerk for unpaid fines/costs.

Any checks which are outstanding for more than six months are put in an investigative status. The court clerk will follow state recommended guidelines to follow up with the payee at his/her last known address. Subsequent actions will also follow state recommended guidelines.

The police department will be required to maintain a ticket log and track all tickets. This will include any tickets that are voided or damaged. This log should include information such as ticket number, officer name, ticket written to, and whether it is a municipal, county or state ticket. This log is a requirement of the auditor and should include all tickets in each book and which officer that book was issued to.

City Clerk's Office

The City Clerk issues business license and permits, which includes water/sewer hook-ups. A payment transmittal will be issued to the customer, which will then be taken to the Head Cashier for payment. A numbered receipt is written for all funds and the checks/money orders are restrictively endorsed at the time of receipt. The Chief Financial Officer **or Finance Clerk** will deposit and post to the receipt journal. Deposits are made on a daily basis.

The City Clerk prepares all accounts receivable billing for planning and zoning charges, meter repairs and replacements, and nuisance violation charges. Accounts receivable schedules are reviewed each month by the Finance Office and the City Clerk.

Utility Clerk

The Utility Clerk prepares all monthly billings for the customers of the Willard Utilities. All monthly billings are reviewed by the CFO **or FO** before being sent out. Monthly billing and usage journals are printed for each billing period. These are also reviewed by the CFO **or FO** and available for each year's independent audit.

Any adjustments to utility bills requested by the customer or the utility clerk are reviewed and authorized by the-CFO **or FO**. Any and all adjustments are entered only by the CFO **or FO.**

Deposits are made daily by the CFO **or Finance Clerk** and posted by the Utility Clerks. The postings and deposits are reviewed by the CFO **or FO** before posting to the receipts journal. All deposits are reconciled monthly with the bank statements.

The cash drawer is balanced at the beginning of each day. The cashiers are responsible for the contents of the cash drawer. At the time she/he leaves for lunch the drawer will be balanced and turned over to the cashier responsible for this time period. When the Head Cashier returns the cash drawer will be balanced a second time and turned back over to the Cashier. The day's receipts will be balanced by the CFO **or Finance Clerk** each afternoon and the day's deposits made. No personal checks are cashed through the city cash drawer.

Return checks are immediately posted to the customer's account along with a returned check penalty of $ 30.00. A letter is sent to the customer with a deadline to take care of the check and pay the returned check fee. If the check is not covered by the date indicated, the customer's water is shut off.

All monies received in payments are accompanied by a payment stub. If the payment is made in cash, it is notated on the stub. Checks are restrictively endorsed at the time of receipt. The stubs are balanced against the cash and checks to ensure accuracy. Posting to customer accounts are done from the payment stubs by the utility clerks daily.

Deposits/posting reports are verified against the bank statements by the CFO **or FO** each month.

Investment Accounts

The City of Willard investment accounts have been set up by direction of the Board of Aldermen. Transfers are made by the CFO **or FO** between the operating accounts and the investment accounts as needed.

In order to maximize the investment return, excess funds in the operating accounts are transferred into the higher yield investment accounts. When needed to cover expenses in the operating accounts, funds are transferred back into the operating accounts.

These transfers are done manually by the CFO **or FO** online and a report is generated.

These reports are used monthly to reconcile all investment and operating accounts.

Petty Cash

A $50.00 petty cash fund is maintained at City Hall by the Finance Department. It is used for small expenditures usually less than $5.00. A petty cash slip is filled out for each expenditure with the receipt attached.

When all the funds are used, the receipts are balanced against the petty cash slips. The bag must balance for new funds to be added.

Checking Accounts

A non-interest bearing checking account for each fund is maintained – General Fund, Water/Sewer Fund, and Park Fund. A separate account is maintained for the Municipal Court.

The Mayor, Mayor Pro Tem, City Clerk, ~~and~~ Chief Financial Officer **and Finance Officer** will be on all the city accounts. All persons on the city accounts must be bonded. If the person is not bondable, another person will be appointed by the Board of Aldermen to be on the accounts.

A city stamp bearing the mayor's signature may be used on checks. The bill, invoice, or request for payment will then be signed by the mayor and the city administrator or presiding president with the check number issued indicated. If the invoice is on an item/items that were put out for bids, the bid tally sheet will be attached to the invoice for review by the mayor and/or city administrator or presiding president. At any time, further documentation may be requested on any check written. All bank accounts will be reconciled monthly with the report on file for the yearly independent audit.

Each month certain receipts are received by mail or direct deposit. Franchise fees, real estate taxes, law enforcement sales tax, etc. are received by mail and include documentation to verify receipt. All sales tax and motor vehicle funds are received by direct deposit. Verification of funds are sent by mail. All of these receipts are verified through the sender as to accuracy by the independent auditor.

Purchasing/Receiving

Each department head will issue a purchase order for all purchases. This purchase order will follow the format of the attached purchase order form. Each department head must approve each purchase and indicate the account to be charged for the purchase. Each department head will be furnished with an approved account list for their department. Each purchase order must indicate the job which the purchase will be used for. Any bid documentation must be attached to the purchase order following the approved bid guidelines.

When supplies/goods are received into the department, a packing list/invoice must show the items received. This must be signed by the receiving employee. This also must be attached to the appropriate purchase order. Each department will maintain an inventory of all supplies/tools/equipment. This inventory must be kept up to date with additions of all purchases and subtractions of all supplies/goods used. Each city vehicle must maintain an inventory of supplies and equipment carried in that truck. The person responsible for that vehicle must verify the accuracy of the inventory on a periodic basis.

Credit Card Purchases

~~Department heads will be the only employees who are issued credit cards.~~ **City credit cards will be issued to the City Administrator, City Clerk, Chief Financial Officer and the Finance Officer. Cards may also be issued to department heads as deemed appropriate.** They will be responsible for each purchase made on that credit card. Every credit card purchase must have a purchase order attached and completely filled out with the appropriate information. Failure to turn in an invoice with an attached purchase order will be grounds for cancellation of that card.

Disbursements

Accounts Payable – Accounts payable disbursements are made only with an invoice from the vendor. All invoices are posted to an unpaid invoice listing by an accounts payable clerk and must be initialed by the appropriate department head. **Each invoice will have a purchase order attached which is signed by the department head and approved by the Finance Officer, City Administrator, and/or Mayor.** The listing is reconciled against the outstanding invoices by the CFO **or FO** each month. The unpaid invoice listing is also published for review by the Board of Aldermen and each department head. Any unusual invoice is selected for review by the department head.

After the invoice listing has been approved by the Board of Aldermen, the checks for each fund are printed. Each check is signed and/or stamped with the mayor's signature stamp and the signature block stamp is put on each bill. Each check is reconciled to each bill and a check stub is attached to the bill. The CFO **or FO** signs all the checks and prepares the bills for mailing.

After all of the invoices are reviewed and signed by both the city administrator/presiding president or Mayor, the finance officer and the department head, they are filed according to vendor.

Miscellaneous -- Disbursements other than accounts payable are made only with a purchase order signed by the department head.

Payroll – Payroll reports are prepared by each department head for every individual in their departments. These reports are turned in to the Finance Department biweekly on

Monday morning for payroll preparation. Each employee is issued a time card badge that they are required to use to clock in and out. Every department has a time clock installed in their facility. If manual time sheets are used, the time sheets shall be original and no modifications of entries will be allowed. Each employee shall sign the original time sheet. Mistakes/corrections shall be attached to the original time sheet and signed by the employee and his/her immediate supervisor.

The payroll reports are reconciled against the time clock reports for FLSA compliance and accuracy by the CFO **or FO**. A final payroll report is then prepared by the CFO **or FO** for use in posting time to the payroll system. The checks are then printed and reconciled against the payroll schedule.

Payroll taxes and disbursements by department are then calculated. Payroll taxes are paid online for federal taxes and for the state payroll withholding. The reports generated are on file and available for the yearly independent audit.

Park Dept

Receipts

Front Desk – All payments received at the front desk of the Recreation Center will be receipted in a two part format receipt book. The original shall be given to the customer with the copy retained in the receipt book. The cash drawer shall be balanced daily and no checks will be cashed or payments made out of the cash drawer. All checks will be restrictively endorsed at the time of receipt.

The daily deposit will be balanced against the receipt book and the cash drawer to ensure accuracy. A daily deposit report shall be completed and signed by the preparer of the deposit and checked by another staff member. The original of the daily deposit report shall be submitted to the Finance Department.

Any monies collected by the night monitor will be locked in the park department money drawer before closing for the evening. The day monitor will balance the receipts against the cash drawer before starting the day.

<u>Concession Stand/Gate/Pool</u> – Collections are made at the gate of the sports complex/pool for entry fees. The adult supervisor on duty for the events and at the pool will periodically check with the gatekeeper and any funds over $150.00 will be collected and locked in the concession stand cash box. The gatekeeper will keep all funds in the cash box at all times and maintain the cash box within immediate reach of their person. The concession stand will also be checked by the adult supervisor for excess cash over $150.00, which will be locked in the concession stand cash box. At the end of the night, the workers will prepare the money which is then checked by the supervisor. The supervisor will then lock the money in the park department safe, which is located in the Recreation Center.

<u>Disbursements</u> – The bi-weekly payroll report shall be prepared by the director of parks and recreation and submitted to the CFO **<u>or FO</u>** for payroll preparation. All time cards, sheets, etc. entered will be originals with any changes initialed by the employee.

Any requests for deposit refunds, etc. will be submitted on a request for refund form to the Finance Department. The form shall state the person to be refunded to, amount, and reason for refund. The date of original deposit of the funds shall also be included on the form.

Police Department

Funds are received at the Police Department to pay for fingerprints, police reports, etc. The customer requesting the service is provided with a numbered receipt from the department receipt book. The funds are then transferred to the Finance Office.

The department is also provided with a $50.00 petty cash fund. A petty cash slip is filled out at the time of disbursement and the receipt is attached. Once the cash is expended, the bank bag is returned to the Finance Department. The petty cash slips and receipts are reconciled to the cash balance and a check is written to refill the fund. All petty cash slips are signed by the approving officer. The bag must balance for new funds to be added.

CITY OF WILLARD
BOARD OF ALDERMEN
12/09/2013

Agenda Item #10

AN ORDINANCE

TO AUTHORIZE PASSAGE, ENFORCEMENT AND UTILIZATION OF THE 2013 BUDGET AMENDMENT.

1st and 2nd Reading

First Reading: 12-09-13 Second Reading: 12-09-13

BILL NO. 13-65 ORDINANCE NO. 131209D

AN ORDINANCE

AN ORDINANCE TO AUTHORIZE PASSAGE, ENFORCEMENT AND UTILIZATION OF THE 2013 BUDGET AMENDMENT.

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

SECTION 1: That the 2013 Budget Amendment is attached to this Ordinance and is incorporated herein by specific reference thereto as if fully set forth herein.

SECTION 2: The 2013 Budget Amendment is adopted as the 2013 Budget.

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.

Approved as to form: ______________________
Ken Reynolds, City Attorney

READ TWO TIMES AND PASSED by the Board of Aldermen of the City of Willard, Missouri and approved by the Mayor of said city this 9th day of December 2013.

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO
______________________ DAVID ROGGENSEES	___	___
______________________ DAVID HEMPHILL	___	___
______________________ CYNDI COSBY-TRAPP	___	___
______________________ KEVIN MC DONALD	___	___
______________________ PAUL HOOD	___	___
______________________ BRYAN VINCENT	___	___

ATTESTED BY:

____
Dale Duvall, City Clerk

APPROVED BY:

____
Wendell Forshee, Mayor

General Fund
2013 Amended Budget

General Fund		
	May 2013 Amendment	Dec 2013 Amendment
Revenues		
Asset Sales	0.00	0.00
Building Permits	20,000.00	30,000.00
Cable TV Franchise	18,000.00	15,750.00
County Road & Bridge	27,921.00	27,921.00
DARE	0.00	0.00
Electric Franchise	235,000.00	235,000.00
Gas Franchise	50,000.00	39,000.00
Grant Revenues	9,000.00	19,500.00
Interest Income	1,500.00	1,200.00
LEST	24,000.00	24,000.00
Merchants Licenses	5,100.00	5,100.00
Miscellaneous	1,500.00	14,000.00
Mobile Phone Lease	60,000.00	55,000.00
Motor Vehicle Taxes	187,200.00	168,900.00
Planning & Zoning	5,000.00	9,600.00
Real Estate Taxes	178,400.00	178,000.00
Recycle Center Income	1,000.00	0.00
Sales & Use Tax *	420,000.00	424,500.00
Sales Tax - Cap Improv	85,000.00	85,000.00
State LET Acct	500.00	175.00
Trash Income	0.00	0.00
Traffic Court Fines	85,000.00	85,000.00
Veterans Memorial	1,000.00	700.00
	1,415,121.00	1,418,346.00

General City Gov't	May 2013 Amendment	Dec 2013 Amendment
Supplies/Services		
Advertising	1,500.00	2,000.00
Audit Fee	5,000.00	6,000.00
Contract Labor	1,000.00	1,100.00
Dues/Subscriptions	2,000.00	6,500.00
Election Expense	2,500.00	3,200.00
Insurance	14,800.00	16,000.00
Legal	20,000.00	20,000.00
Miscellaneous	1,000.00	500.00
Professional	18,000.00	28,000.00
Office Supplies	8,000.00	18,000.00
Repairs/Maint	1,000.00	4,000.00
Supplies	4,500.00	4,000.00
Telephone	7,800.00	13,000.00
Travel/Training	2,500.00	3,500.00
Utilities - Electric	6,000.00	4,500.00
Utilities - Gas	1,000.00	1,400.00
Utilities - Other	1,000.00	1,400.00
Vehicle Expense - Gas	1,000.00	1,800.00
Vehicle Expense - Other	1,000.00	250.00
Veteran's Memorial	500.00	2,800.00
	100,100.00	137,950.00
Capital Expenditures		
Capital Improvements	0.00	400.00
	0.00	400.00
Personnel		
Payroll Taxes	9,700.00	9,700.00
Retirement	3,600.00	4,500.00
Salaries	125,000.00	125,000.00
Group Insurance	15,000.00	19,000.00
	153,300.00	158,200.00
	253,400.00	296,550.00

General Fund
2013 Amended Budget

	May 2013 Amendment	Dec 2013 Amendment
Public Safety		
Supplies/Services		
Advertising	0.00	50.00
Building Expense	500.00	200.00
Contract Labor	750.00	600.00
DARE	1,000.00	1,000.00
Sheriff's Retirement	0.00	900.00
Dues/Subscriptions	500.00	550.00
Insurance	20,000.00	28,600.00
Legal	18,000.00	40,000.00
Professional	18,000.00	7,500.00
Office Expense	6,000.00	7,500.00
Repairs/Maintenance	2,000.00	500.00
Supplies	6,500.00	6,000.00
Telephone	9,200.00	12,000.00
Travel/Training	5,750.00	5,500.00
Utilities - Electric	4,500.00	4,700.00
Utilities - Gas	2,500.00	2,500.00
Utilities - Other	2,500.00	800.00
Vehicle Expense- Gas	40,000.00	35,000.00
Vehicle Expense - Other	15,000.00	20,000.00
	152,700.00	173,900.00
Personnel		
Group Insurance	49,500.00	46,000.00
Retirement	14,000.00	15,500.00
Salaries	358,600.00	358,000.00
Salaries - Overtime	2,000.00	2,000.00
Uniforms	6,800.00	6,800.00
Payroll Taxes	27,500.00	28,800.00
	458,400.00	457,100.00
State Funds		
CVC Fees Paid	4,200.00	5,000.00
Court Automation Fees	4,200.00	5,000.00
POST Fund	750.00	750.00
	9,150.00	10,750.00
Capital Expenditures		
Capital Improvements	55,000.00	58,000.00
Replacement Annuity	36,500.00	0.00
	91,500.00	58,000.00
	711,750.00	699,750.00

	May 2013 Amendment	Dec 2013 Amendment
Streets		
Supplies/Services		
Advertising	0	500.00
Contract Labor	500.00	500.00
Insurance	8,500.00	2,000.00
Paving	0.00	12,000.00
Public Improvements	80,000.00	48,000.00
Recycle Ctr Expense	3,000.00	2,500.00
Repairs/Maintenance	1,500.00	1,000.00
Street Lights	62,000.00	60,000.00
Supplies	13,000.00	10,000.00
Travel/Training	0.00	1,000.00
Trash Expense	18,900.00	0.00
Tree Maintenance	10,400.00	5,000.00
Utilities - Electric	1,500.00	1,500.00
Utilities - Gas	1,200.00	0.00
Utilities - Other	0.00	0.00
Vehicle Expense - Gas	5,000.00	500.00
Vehicle Expense - Other	1,000.00	1,000.00
	206,500.00	145,500.00
Personnel		
Group Insurance	9,875.00	3,500.00
Payroll Taxes	2,680.00	2,800.00
Retirement	1,500.00	3,000.00
Salaries	35,000.00	35,000.00
Salaries - Overtime	0.00	
	49,055.00	44,300.00
Capital Expenditures		
Capital Improvements	15,000.00	20,000.00
Replacement Annuity	25,000.00	0.00
	40,000.00	20,000.00
	295,555.00	209,800.00

Planning/Development	May 2013 Amendment	Dec 2013 Amendment
Supplies/Services		
Advertising	0.00	200.00
Contract Labor	0.00	0.00
Dues/Subscriptions	100.00	200.00
Professional	2,000.00	2,000.00
Office Supplies	500.00	600.00
Repairs/Maint	250.00	200.00
Supplies	0.00	200.00
Telephone	1,000.00	1,050.00
Travel/Training	500.00	500.00
Vehicle Exp - Gas	1,000.00	700.00
Vehicle Exp - Other	500.00	200.00
	5,850.00	5,850.00
Personnel		
Group Insurance	4,950.00	4,950.00
Payroll Taxes	2,900.00	4,040.00
Retirement	1,700.00	2,400.00
Salaries	37,900.00	50,500.00
	47,450.00	61,890.00
Capital Expenditures		
Capital Improvements	15,000.00	0.00
Replacement Annuity	15,000.00	0.00
	30,000.00	0.00
	83,300.00	67,740.00

	May 2013 Amendment	Dec 2013 Amendment
Emergency Management		
Supplies/Services		
Contract Labor	18,000.00	12,000.00
Dues & Subscriptions	50.00	50.00
Professional	0.00	8,000.00
Repairs & Maintenance	0.00	2,000.00
Supplies	1,000.00	0.00
Telephone	1,000.00	0.00
Travel/Training	500.00	500.00
Vehicle Gas	0.00	50.00
Vehicle Expense	500.00	50.00
	21,050.00	22,650.00
Personnel		
Payroll Taxes	0.00	0.00
Salaries	0.00	0.00
	0.00	0.00
	21,050.00	22,650.00

General Fund
2013 Amended Budget

2013 Beg Cash Balance	59,024.25
Investment Funds	249,612.34
2013 Income	1,418,346.00
2013 Expenditures	1,296,490.00
Transfer to Parks	197,000.00
2013 Ending Projected Cash Balance	50,000.00
Estimated Investment Funds End of Year	183,492.59

Water Sewer Fund
2013 Amended Budget

2013 Water Fund

Revenues	May 2013 Amendment	Dec 2013 Amendment
Asset Sales	0.00	0.00
COP Proceeds	59,500.00	59,500.00
Grant Receipts	0.00	0.00
Interest Income	1,650.00	1,650.00
Meter Installations	5,000.00	5,000.00
Miscellaneous	1,000.00	10,500.00
Penalty Income	20,000.00	20,000.00
Trash Income	180,000.00	190,000.00
Water Sales-Comm	50,000.00	36,000.00
Water Sales-Resi	845,000.00	800,000.00
	1,162,150.00	1,122,650.00

Expenses	May 2013 Amendment	Dec 2013 Amendment
Supplies/Services		
Advertising	750.00	1,200.00
Audit Expense	5,000.00	9,450.00
Bldg Maintenance	1,000.00	0.00
Contract Labor	2,000.00	2,000.00
Dues/Subscriptions	1,500.00	8,000.00
Insurance	14,000.00	25,000.00
Legal	750.00	500.00
Professional	50,000.00	80,000.00
Miscellaneous	0.00	600.00
Office Supplies	13,000.00	23,000.00
Repairs/Maintenance	30,000.00	15,000.00
Supplies	25,000.00	35,000.00
Trash Expense	170,000.00	180,000.00
Travel/Training	4,500.00	4,000.00
Utilities - Electric	80,000.00	96,000.00
Utilities - Other	6,000.00	8,500.00
Vehicle Exp - Gas	13,000.00	11,000.00
Vehicle Exp - Other	7,500.00	7,500.00
	424,000.00	506,750.00

Water - Continued	May 2013 Amendment	Dec 2013 Amendment
Capital Expenditures		
Capital Improvements	170,000.00	230,000.00
Equipment	40,000.00	0.00
	210,000.00	230,000.00
Personnel		
Group Insurance	25,000.00	32,200.00
Payroll Taxes	25,000.00	19,000.00
Retirement	13,000.00	9,500.00
Salaries	323,000.00	225,000.00
Salaries - Overtime	2,500.00	2,000.00
	388,500.00	287,700.00
Debt Service		
Interest Expense	57,129.00	57,129.00
Principal Payments	40,000.00	40,000.00
Fiscal Agent Fees	1,500.00	1,500.00
	98,629.00	98,629.00
Replacement		
Replacement Annuity	180,380.00	0.00
	180,380.00	**0.00**
	1,301,509.00	1,123,079.00

Sewer Fund

Revenues	May 2013 Amendment	Dec 2013 Amendment
Asset Sales	0.00	0.00
Devel Lift St Fees	0.00	0.00
Interest Income	1,000.00	950.00
Hook-up Fees Rec'd	6,500.00	0.00
Penalty Income	30,000.00	30,000.00
Sewer Sales	1,206,000.00	1,250,000.00
	1,243,500.00	1,280,950.00

Water Sewer Fund
2013 Amended Budget

Expenses	May 2013 Amendment	Dec 2013 Amendment
Supplies/Services		
Advertising	100.00	600.00
Audit Expense	5,000.00	8,000.00
Bldg Maintenance	500.00	200.00
Contract Labor	1,500.00	1,500.00
Dues/Subscriptions	1,000.00	1,000.00
Insurance	16,000.00	21,000.00
Legal	1,000.00	500.00
Professional	25,000.00	15,000.00
Office Supplies	18,000.00	23,000.00
Repairs/Maintenance	10,000.00	27,000.00
Spfd Sewer Chgs	420,000.00	420,000.00
Supplies	11,000.00	25,000.00
Travel/Training	4,500.00	2,000.00
Utilities - Electric	50,000.00	50,000.00
Utilities - Other	10,000.00	10,500.00
Vehicle Exp - Gas	12,000.00	12,500.00
Vehicle Exp - Other	4,000.00	5,000.00
	589,600.00	622,800.00

Sewer - Continued	May 2013 Amendment	Dec 2013 Amendment
Capital Expenditures		
Capital Improvements	70,000.00	70,000.00
Equipment	45,000.00	45,000.00
	115,000.00	115,000.00
Personnel		
Group Insurance	25,000.00	28,500.00
Payroll Taxes	17,800.00	15,000.00
Retirement	9,300.00	8,500.00
Salaries	232,500.00	175,000.00
Salaries - Overtime	2,500.00	1,000.00
	287,100.00	228,000.00
Debt Service		
Interest Expense	74,170.00	74,170.00
Principal Payments	60,000.00	60,000.00
Fiscal Agent Fees	3,000.00	1,500.00
	137,170.00	135,670.00
Miscellaneous		
Hook-up Expense	3,000.00	0.00
	3,000.00	0.00
Replacement		
Replacement Annuity	43,606.00	0.00
	43,606.00	0.00
	1,175,476.00	1,101,470.00

Water Sewer Fund
2013 Amended Budget

2013 Beg Cash Balance	119,085.48
Investment Funds	648,540.31
2013 Income	2,403,600.00
Park Payment	20,000.00
2013 Expenses	2,224,549.00
2013 Ending Cash Balance	50,000.00
Investment Funds	916,676.79

Parks Fund
2013 Amended Budget

Park Fund		
	May 2013 Amendment	Dec 2013 Amendment
Revenues		
Adult Programs	17,000.00	10,000.00
Advertising Income	27,500.00	16,000.00
Capital Asset Sales	0.00	0.00
Concession Income	47,500.00	34,000.00
Fourth of July	3,500.00	4,970.00
Grant Receipts	0.00	0.00
Interest Income	1,000.00	300.00
Misc Income	1,000.00	3,000.00
Mobile Phone Tower	11,600.00	11,600.00
Park Fees	1,250.00	0.00
Real Estate Taxes	54,575.00	45,500.00
Facility Income	47,500.00	32,500.00
Sales Tax	475,000.00	416,000.00
Sales Tax Capital Imp	100,000.00	114,500.00
Special Event Income	11,000.00	2,500.00
Swim Pool Income	100,000.00	65,500.00
Youth Programs	150,000.00	131,000.00
	1,048,425.00	887,370.00

Parks Fund
2013 Amended Budget

Expenses	May 2013	Dec 2013
Supplies/Services	**Amendment**	**Amendment**
Advertising	1,000.00	1,100.00
Building Maint	1,000.00	600.00
Chemicals	8,000.00	10,300.00
Contract Labor	7,000.00	8,300.00
Dues & Subscriptions	0.00	100.00
Equipment-Sports	0.00	200.00
Insurance	20,000.00	34,400.00
Landscaping	1,000.00	650.00
Legal	1,500.00	750.00
Miscellaneous	0.00	300.00
Professional	8,000.00	10,000.00
Office Supplies	5,500.00	8,000.00
Repairs & Maintenance	10,000.00	6,000.00
Supplies - General	6,000.00	9,000.00
Supplies - Sports	18,000.00	17,000.00
Supplies - Aquatic	7,500.00	13,000.00
Supplies - Grounds	500.00	2,800.00
Telephone	7,000.00	7,000.00
Travel & Training	2,000.00	2,000.00
Turf Maintenance	0.00	0.00
Utilities - Electric	48,000.00	48,000.00
Utilities - Gas	6,000.00	3,500.00
Utilities - Other	2,500.00	4,000.00
Vehicle Expense - Gas	2,500.00	4,000.00
Vehicle Expense - Other	2,750.00	2,000.00
	165,750.00	193,000.00

Parks Fund
2013 Amended Budget

Expenses	May 2013	Dec 2013
Personnel	**Amendment**	**Amendment**
Group Insurance	25,000.00	20,700.00
Payroll Taxes	23,500.00	29,500.00
Retirement	5,000.00	1,000.00
Salaries - Full Time	180,000.00	182,000.00
Salaries - Seasonal	127,500.00	170,725.00
Salaries - Overtime	1,000.00	100.00
	362,000.00	404,025.00
Capital Expenditures		
Capital Improvements	0.00	18,500.00
Equipment	0.00	0.00
	0.00	18,500.00
Debt Service		
Fiscal Agent Fees	4,000.00	4,000.00
Interest Expense	251,640.00	247,500.00
Principal Expense	145,000.00	149,015.00
	400,640.00	400,515.00
Special Event Expenses		
Concessions	25,000.00	20,000.00
Fourth of July	8,000.00	14,850.00
Supplies-Special Events	19,000.00	13,000.00
Concession Pay-Back	0.00	0.00
	52,000.00	47,850.00
Capital Asset Exp		
Replacement Annuity	40000.00	0.00
	40000.00	0.00
	1,020,390.00	1,063,890.00

Parks Fund
2013 Amended Budget

2013 Beg Operating Balance	44,554.18
Investment Funds	229,679.04
2013 Income	887,370.00
Transfer From Gen Fund	197,000.00
Total Income	1,084,370.00
2013 Expenditures	1,063,890.00
2013 Pmt to W/S Fund	20,000.00
Total Expense	1,083,890.00
2013 Ending Operating Balance	50,000.00
Investment Funds	224,713.22

CITY OF WILLARD
BOARD OF ALDERMEN
12/09/2013

Agenda Item #11

AN ORDINANCE

APPROVING THE 2014 WILLARD PARKS AND RECREATION PRICE UPDATE FOR THE WILLARD AQUATIC CENTER.

1st Reading

2014 Aquatics-Party Pads Fee Projection

Private Rentals	#Sold	Price	Total
Up to 75 guests		$125/hour	
76-150 guests		$150/hour	
151+ guests		$175/hour	
w/ Bounce House		$200/hour	
		Total	

Projected Party Pads		Price	Total
Without food/drink Deal		$60	
2 hour pavilion only - Allowed to bring in cake and ice cream			
Package 1 (Dogs & Chips & Drinks)		$90	
10 guests, 2 hours of pavilion, hot dogs, chips, soda's			
Package 2 (Pizano Pizza Party)		$110	
10 guests, 2 hours of pavilion, 2 pitchers of soda, 2 large pizzas, Cups, Plates			
Over 10 guest: $2.00 -per guest / $10.00-add pizza / $3.00-add pitch soda			
All party's will be allowed to bring cake and ice cream			

Anticipated Revenue of $5,000.00

Republic Fees	
Private Rentals	
Up to 150 guests	$150/hour
76-150 guests	$175/hour
151+ guests	$200/ hour

Package A	
18 guests	
3 large pizzas	$125
Without pizza	$100

Package B	
39 guests	
6 large pizzas	$250
Without pizzas	$200

Branson Fees	
Private Rentals	
Up to 50 guests(non)	$280.00
Up to 50 guests(res)	$250.00
Over 50 guests(non)	$350.00
Over 50 guests(res)	$300

Basic Party Package	$85/$75
10 guests	
1.5 hours	
Drinks/plates	
Add. Guest	$3.50/each

Andy's Custard Pkg	
10 guests	$100/$85
1.5 hours	
10 Andy's cups	
Drinks/plates	
Add. Guests	$4.50 each

Mega Party Pkg	
15 guests	$170/$150
2 hours	
15 Andy's cups	
3 large P.H. pizzas	
drinks/plates	
Add. Guests	$5.50 each

Nixa Fees	
Private Rentals	
Up to 50 guests	$120/hour
fewer than 100 guests	$150/hour
over 100 guests	$175/ hour

Basic Party Package	$90
20 guests	
Pavilion	
Drinks/plates	
Add. Guest	$4

Pizza Party Package	
20 guests	$110
Pavilion	
Drinks/plates	
2 large pizzas	
Add. Guest	$4

First Reading: 12-09-13 Second Reading: 01-13-14

Council Bill No.: Ordinance No.:

AN ORDINANCE

AN ORDINANCE APPROVING THE 2014 WILLARD PARKS AND RECREATION PRICE UPDATE FOR THE WILLARD AQUATIC CENTER.

WHEREAS, the Willard Park and Recreational Advisory Board has recommended to the Board of Aldermen the approval of the 2014 price update for the Willard Aquatic Center;

WHEREAS, the Board of Aldermen of the City of Willard, Missouri, has considered the 2014 price update for the Willard Aquatic Center;

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

Section 1: The City does hereby approve the 2014 price update for the Willard Aquatic Center as that document attached hereto and incorporated herein by reference as Exhibit 1.

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

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI ON THE 13th DAY OF January, 2014.

APPROVED BY:

____

MAYOR

ATTEST: ______________________________, City Clerk

Approved as to form: ______________________________, City Attorney

Council Bill No.: Ordinance No.:

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO
CINDY COSBY-TRAPP		
PAUL HOOD		
BRYAN VINCENT		
KEVIN MC DONALD		
DAVID HEMPHILL		
DAVID ROGGENSEES		

Exhibit 1

2014 Willard Aquatics – Party Pads Fees

Private Rentals	Price
Up to 75 guests	$125.00/hr
76-150 guests	$150.00/hr
151 + guests	$175.00/hr
w/Bounce House	$200.00/hr

CITY OF WILLARD
BOARD OF ALDERMEN
12/09/2013 **AGENDA ITEM # 12**

These documents are past the retention schedule timeframe and I am asking that the Board vote to approve the destruction of them. They will be shredded at City Hall by a secure shred truck.

REQUEST FOR RECORDS TO BE DESTROYED DECEMBER 2013

Business License: All issued 2006, 2007, 2008, 2009, 2010, 2011

Complaints:

Nuisance Violations-2005

Citizen Complaints 2008-2009,

Meadows Citizen Complaints 2007-2008

Dangerous Dog 2010 and previous years

Sunshine Requests: 2004-2009

Rezoning and Variances Failed: 1977-2008

Personal Property Taxes, Real Estate and Special Tax Assessments: 2006 and prior years

Audio Recordings:

1997-2007 BOA and P&Z meetings on cassette tapes

2009-2012 BOA and P&Z meetings on the computer

Oaths of Office: 2004-2009

Temporary Permits: 2008 and previous years

Proof of Publications: 2004-2009

Contracts:

Sapp Design Architect –Swimming Pool showers and dressing room 1993

Sapp Design Architect-Community Building 2000

Howard Moore Group-Pool 1993

Wood gym floor install 2002

Scott Consulting Services 2000-2002-2004-2003

Ozark Harley Davidson – 1 year lease for motorcycle 2004

Government Mgmt Services, Inc. 2004 thru 2005 1 year lease
Job Descriptions and salary survey

Graphic Specialities LLC 2003 (GIS)

AM Pyrotechnics -- 2004 for 2005

Greene County 2005-2006 Pavement work

Cintas 2000

Ryan Nicholls – 2003 lease for one year

Greene County Health Dept – animal control 2005

Unifirst contract for pool 2003

AT&T Phone Lease -2006

TT&T Consulting- 2005

Archer Engineering-1994

Pager Rental-1992

American Pool and Spa-2008

Multi Office Complex(never completed) 2007

GRE Consulting Agreement -2005

GC Health Dept. Animal Control-2008-2010

GC Health Dept.-Hepatitis Shots -2008

Land O Frost -2006-2008

GC Paving Agreement-2007

Harley Davidson Agreement-2006

Freedom Fest-2008

City Attorney-KenReynolds-2008

Freedom Fest Band Contract-2007, 2008

Parks Advertising Contracts-2007

Performance Bonds-2003(expired) and previous years

Bids denied-2010 and prior years

Oaths of Office - 2004 through 2009