

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

Special Meeting

December 5, 2011

7:00 PM - Willard City Hall

224 W. Jackson Street

Mayor

Tom Keltner

Board Members

David Hemphill

Tim Magee-Mayor Pro-Tem

David Roggensees

Ed Simmons

Cyndi Trapp

Bryan Vincent

www.cityofwillard.org

CITY OF WILLARD
BOARD OF ALDERMAN
REGULAR MEETING
November 14, 2011

Board present: Alderman Trapp-present, Alderman Roggensees-present, Alderman Hemphill-present, Mayor Keltner-present, Alderman Vincent-present, Alderman Simmons-present and Alderman Magee - present.

Staff present: City Administrator, Nicholas Heatherly; City Clerk, Dale Duvall; CFO, Karen Robson; Public Works Director, Justin Reaves; and Willard Reserve Officer, Bill Lingenfielser.

City Attorney Ken Reynolds was also present.

Citizens in attendance: Lucille Murray, Steve Mummert with Olsson Engineering, Robert Latham, Mindy Latham, Sam Baird, Jennifer Schoolcraft and D.J. Schoolcraft.

Mayor Tom Keltner led the Pledge of Allegiance.

PUBLIC HEARING TO CONSIDER AND VOTE ON CHANGES TO THE CITY OF WILLARD MUNICIPAL CODE BOOK, TITLE IV, LAND USE, CHAPTER 400: SECTION 400.520 AND SECTION 400.570 PERTAINING TO ANIMALS (CHICKENS).

The hearing was opened by Attorney Reynolds.

Attorney Reynolds asked for citizen input.

D.J. Schoolcraft spoke in favor of the passing of the ordinance. There was no other citizen discussion and the public hearing was closed by Attorney Reynolds.

The Mayor made a public statement that if the Board did proceed to pass the ordinance, that he would be vetoing it.

Call to Order

Mayor Tom Keltner called the meeting to order at 7:10 pm.

Roll Call

The City Clerk called the roll call. Alderman Trapp-present, Alderman Roggensees-present, Alderman Hemphill-present, Mayor Keltner-present, Alderman Magee-present, Alderman Vincent-present and Alderman Simmons-present.

Agenda Amendments/Approval of Agenda

Motion made by Alderman Simmons and seconded by Alderman Vincent to approve the agenda.

Alderman Vincent-Aye, Alderman Magee-Aye, Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Approve the Minutes of the Meeting on October 11, 2011

Motion made by Alderman Vincent and seconded by Alderman Simmons to approve the minutes of the meeting on October 11, 2011. Alderman Vincent-Aye, Alderman Magee-Aye, Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Citizen Input- There was no citizen input.

Financial Report

August and September Financial Statements- Motion made by Alderman Vincent and seconded by Alderman Simmons to approve the statements. Alderman Vincent-Aye, Alderman Magee-Aye, Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

October Outstanding Invoices- Motion made by Alderman Simmons and seconded by Alderman Vincent to pay the October bills. Alderman Vincent-Aye, Alderman Magee-Aye, Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

October Utility Adjustment Report- Motion made by Alderman Roggensees and seconded by Alderman Trapp to approve the adjustment report. Alderman Vincent-Aye, Alderman Magee-Aye, Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

August Financials-The City Administrator presented a 2012-2018 debt summary service spreadsheet and a budget summary sheet to the Board and the Mayor.

Questions for the City Administrator-There were no questions.

Utility Board Ordinance (2nd Reading)

FIRST READING: 10-11-11

BILL NO. 11-19

SECOND READING: 11-14-11

ORDINANCE NO. 111114

AN ORDINANCE DISSOLVING THE WILLARD UTILITY BOARD AND AMENDING CONFLICTING ORDINANCES.

Second read was conducted by the City Clerk.

Citizens Input –None

Discussion/Vote- **Motion** made by Alderman Vincent and seconded by Alderman Roggensees to approve the second read. Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, Alderman Hemphill-Aye, Alderman Vincent-Aye and Alderman Magee-Aye. All votes aye. Motion carried.

Willard Landscaping and Parkway Department and Committee Ordinance (2nd Reading)

FIRST READING: 10-11-11

BILL NO. 11-20

SECOND READING: 11-14-11

ORDINANCE NO. 111114A

AN ORDINANCE DISSOLVING THE WILLARD LANDSCAPING AND PARKWAY DEPARTMENT, AND COMMITTEE, AND AMENDING CONFLICTING ORDINANCES.

Second read was conducted by the City Clerk.

Citizens Input –None

Discussion/Vote- **Motion** made by Alderman Hemphill and seconded by Alderman Magee to approve the second read. Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, Alderman Hemphill-Aye, Alderman Vincent-Aye and Alderman Magee-Aye. All votes aye. Motion carried.

February 2012 Election Ordinance-Sales Tax Renewal (2nd Reading)

FIRST READING: 10-11-11

BILL NO: 11-21

SECOND READING: 11-14-11

ORDINANCE NO: 111114B

AN ORDINANCE CALLING A SPECIAL ELECTION IN THE CITY OF WILLARD, MISSOURI, TO BE HELD ON TUESDAY, FEBRUARY 7, 2012, IN SAID CITY FOR THE PURPOSE OF TESTING THE SENSE OF THE QUALIFIED VOTERS OF SAID CITY ON A PROPOSITION TO RENEW A ONE-HALF OF ONE PERCENT SALES TAX FOR THE PURPOSE OF FUNDING CAPITAL IMPROVEMENTS TO THE MUNICIPAL INFRASTRUCTURE AND FACILITIES OF THE CITY, INCLUDING, BUT NOT LIMITED TO, PARKS AND RECREATION FACILITIES, BY FUNDING THE PAYMENT OF ALL OR A PORTION OF THE COSTS OF ACQUIRING, CONSTRUCTING, EQUIPPING, FINANCING, OPERATING AND MAINTAINING OTHER SUCH CITY INFRASTRUCTURE AND FACILITIES; DESIGNATING THE TIME FOR HOLDING SUCH ELECTION; AUTHORIZING THE CITY CLERK TO GIVE NOTICE OF SAID ELECTION; AND AUTHORIZING ELECTION OFFICIALS TO DO ALL THINGS NECESSARY TO CARRY OUT THE ELECTION.

Second read was conducted by the City Clerk.

Citizens Input-None

Discussion/Vote- None. **Motion** was made by Alderman Vincent and seconded by Alderman Trapp to approve the second read. Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, Alderman Hemphill-Aye, Alderman Vincent-Aye and Alderman Magee-Nay. Five votes aye. One vote nay. Motion carried.

Mid-Missouri Bank/City of Willard Loan Ordinance (2nd Reading)

FIRST READING: 11-10-11

SECOND READING: 11-14-11

BILL NO.: 11-22

ORDINANCE NO.: 111114C

AUTHORIZING the Mayor, or his designee, to execute a renewal of a loan between the City of Willard and Mid-Missouri Bank, Willard Location, for the purpose of completing capital improvements and street repairs.

Second read was conducted by the City Clerk.

Citizens Input –None

Discussion/Vote- None. **Motion** was made by Alderman Simmons and seconded by Alderman Hemphill to approve the second read. Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, Alderman Hemphill-Aye, Alderman Vincent-Aye and Alderman Magee-Aye. All votes aye. Motion carried.

April 2012 Election Ordinance (1st Reading)

FIRST READING: 11-14-11

SECOND READING: 12-05-11

BILL NO. 11-23

ORDINANCE NO. 111205

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 THREE (3) 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.

Citizens Input –None

Discussion/Vote- None. **Motion** was made by Alderman Vincent and seconded by Alderman Roggensees to approve the first read. Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, Alderman Hemphill-Aye, Alderman Vincent-Aye and Alderman Magee-Aye. All votes aye. Motion carried.

2012 Budget Ordinance (1st Reading)

FIRST READING: 11-14-11

SECOND READING: 12-05-11

BILL NO. 11-24

ORDINANCE: 111205A

AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE CITY OF WILLARD, MISSOURI FOR THE YEAR 2012.

First read was conducted by the City Clerk.

Citizens Input –None

Discussion/Vote- None. **Motion** was made by Alderman Simmons and seconded by Alderman Magee to approve the first read. Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, Alderman Hemphill-Aye, Alderman Vincent-Aye and Alderman Magee-Aye. All votes aye. Motion carried.

Restructuring of the City's Wards Ordinance (1st Reading)

FIRST READING: 11-14-11

SECOND READING: 12-05-11

BILL NO. 11-25

ORDINANCE: 111205B

AN ORDINANCE APPROVING A MUNICIPAL CODE AMENDMENT TO TITLE I: GOVERNMENT CODE, CHAPTER 105: ELECTIONS, SECTION 105.010: DESIGNATION OF WARDS, OF THE MUNICIPAL CODE OF THE CITY OF WILLARD PERTAINING TO ELECTIONS.

First read was conducted by the City Clerk.

Citizens Input –None

Discussion/Vote- None. **Motion** was made by Alderman Trapp and seconded by Alderman Magee to approve the first read. Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, Alderman Hemphill-Aye, Alderman Vincent-Aye and Alderman Magee-Aye. All votes aye. Motion carried.

Ordinance to approve the Goodwyn/Freedom Bank Minor Subdivision (1st Reading)

FIRST READING: 11-14-11

SECOND READING: 12-05-11

BILL NO. 11-26

ORDINANCE: 111205C

AN ORDINANCE TO ACCEPT THE MINOR SUBDIVISION PLAT FOR THE GOODWYN/ FREEDOM BANK, AS AN ADDITION TO THE CITY OF WILLARD, GREENE COUNTY MISSOURI.

First read was conducted by the City Clerk.

Citizens Input –None

Discussion/Vote- None. **Motion** was made by Alderman Hemphill and seconded by Alderman Roggensees to approve the first read. Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, Alderman Hemphill-Aye, Alderman Vincent-Aye and Alderman Magee-Aye. All votes aye. Motion carried.

Resolution for the repayment plan from the Parks Fund to the General and Water/ Sewer Funds.

RESOLUTION NO. R111114

ADOPTING a plan to re-pay the water/sewer fund all funds that have been borrowed for the purpose of paying the debt accumulated by the construction and operation of the aquatic center and other parks improvements.

Citizens Input –None

Discussion/Vote- None. **Motion** was made by Alderman Roggensees and seconded by Alderman Magee to approve the resolution. Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, Alderman Hemphill-Aye, Alderman Vincent-Aye and Alderman Magee-Aye. All votes aye. Motion carried.

Staff presentation of the draft of the Willard snow and ice removal policies and procedures.

The City Administrator went over the proposed plan for snow and ice removal. After discussion among the Board, it was decided that a map insert will be included in the November utility bills, and the churches and schools will be notified.

Old Business- The Mayor had the City Attorney explain to the Board the veto process of an ordinance as well as the override process.

Adjourn - **Motion** made by Alderman Simmons and seconded by Alderman Roggensees to adjourn the open session. Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, Alderman Hemphill-Aye, Alderman Vincent-Aye and Alderman Magee-Aye. All votes aye. Motion carried.

Meeting adjourned at 8:00 p.m.

Dale Duvall, City Clerk

Tom Keltner, Mayor of Willard

CITY OF WILLARD
BOARD OF ALDERMAN
SPECIAL MEETING
November 10, 2011
6:00 P.M.

Board present: Alderman Trapp-present, Alderman Roggensees-present, Alderman Hemphill-present, Mayor Keltner-present, Alderman Magee-present, Alderman Vincent-present, Alderman Simmons-present.

Staff present: City Administrator, Nick Heatherly; City Clerk, Dale Duvall and city attorney, Ken Reynolds. Mayor Tom Keltner led the Pledge of Allegiance.

Call to Order

Mayor Tom Keltner called the meeting to order.

Roll Call

City Clerk, Dale Duvall conducted the roll call. Alderman Trapp-present, Alderman Roggensees-present, Alderman Hemphill-present, Mayor Keltner-present, Alderman Magee-present, Alderman Vincent-present, Alderman Simmons-present.

Attorney Reynolds opened the **PUBLIC HEARING WITH RESPECT TO THE RE-DISTRICTING OF THE WILLARD ELECTION WARD DISTRICTS.**

There was no public input and so the public hearing was closed.

Agenda Amendments/Approval of Agenda

Motion made by Alderman Simmons and seconded by Alderman Hemphill to approve the agenda. Alderman Vincent-Aye, Alderman Magee-Aye, Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye and Alderman Hemphill-Aye. All votes aye. Motion carried.

Mid Missouri Bank/City of Willard loan renewal ordinance (1st reading)

Motion made by Alderman Vincent with a second by Alderman Simmons to approve this reading. Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, Alderman Hemphill-Aye, Alderman Vincent-Aye, Alderman Magee-Aye. All votes Aye. Motion carried.

Adjourn Meeting

Motion made by Alderman Vincent and seconded by Alderman Hemphill to adjourn. Alderman Simmons-Aye, Alderman Trapp-Aye, Alderman Roggensees-Aye, Alderman Hemphill-Aye, Alderman Vincent-Aye, Alderman Magee-Aye. All votes Aye. Motion carried.

Dale Duvall, City Clerk

Tom Keltner, Mayor of Willard

**CITY OF WILLARD
BOARD OF ALDERMEN**



**AGENDA ITEM #6a
FINANCE DEPARTMENT**

ACTION REQUIRED: APPROVAL REQUESTED

Following is the November, 2011 outstanding invoices for your approval.

CITY OF WILLARD
Unpaid Invoice Listing
December 01, 2011

Payee #	Payee Name	Invoice Num	Invoice Date	Due Date	Description	G/L Number	Total Due
ALO100	ALEXANDER OPEN SYSTEM, INC.	36225LW	11/14/11	12/15/11	TECH SUPPORT	1 1876	786.25
ALO100	ALEXANDER OPEN SYSTEM, INC.	10036283LW	11/21/11	12/15/11	SERVICE REPAIR	1 1876	462.50
					Vendor Total		1248.75
ASF110	ASFP	11072011GN	11/07/11	12/15/11	MEMBER DUES	1 840	50.00
ATT135	A T & T/CINGULAR	112911GN	11/29/11	12/15/11	PHONE MOBILE	1 940	135.30
ATT135	A T & T/CINGULAR	11292011EM	11/29/11	12/15/11	PHONE MOBILE	1 5940	53.83
ATT135	A T & T/CINGULAR	11292011SE	11/29/11	12/15/11	PHONE MOBILE	2 1959	46.80
					Vendor Total		235.93
BAK565	BAKER MECHANICAL SERVICES	10023339GN	11/18/11	12/15/11	REPAIR FLAG LIGHT	1 900	107.50
CEN200	CENTRAL DODGE	242374LW	11/07/11	12/15/11	REPAIR DODGE	1 1960	335.75
CIT105	CITY OF WILLARD	60301LW	11/23/11	12/15/11	UTILITIES- WATER	1 1959	14.10
CIT105	CITY OF WILLARD	112911GN	11/29/11	12/15/11	WATER/SEWER	1 959	37.46
					Vendor Total		51.56
COMMGN	COMMERCE CREDIT CARD SERVICES	897GN	10/11/11	12/15/11	TRAINING	1 945	195.00
COMMGN	COMMERCE CREDIT CARD SERVICES	112111GN	11/21/11	12/15/11	TRAINING EXPENSE	1 945	9.53
COMMGN	COMMERCE CREDIT CARD SERVICES	10272011GN	10/27/11	12/15/11	PAPER	1 885	71.98
COMMGN	COMMERCE CREDIT CARD SERVICES	10272011GN	10/27/11	12/15/11	COMPUTER STAND	1 885	24.99
COMMGN	COMMERCE CREDIT CARD SERVICES	11072011GN	11/07/11	12/15/11	W-2 & 1099 FORMS	1 885	294.45
COMMGN	COMMERCE CREDIT CARD SERVICES	11082011GN	11/08/11	12/15/11	OFFICE SUPPLIES	1 885	51.52
COMMGN	COMMERCE CREDIT CARD SERVICES	11092011GN	11/09/11	12/15/11	CREDIT FOR RETURN	1 885	-21.99
COMMGN	COMMERCE CREDIT CARD SERVICES	11152011GN	11/15/11	12/15/11	POSTAGE BILLING	1 885	38.98
COMMGN	COMMERCE CREDIT CARD SERVICES	11152011GN	11/15/11	12/15/11	POSTAGE	1 885	33.33
COMMGN	COMMERCE CREDIT CARD SERVICES	11172011GN	11/18/11	12/15/11	LIGHTS	1 935	41.00
COMMGN	COMMERCE CREDIT CARD SERVICES	11212011GN	11/21/11	12/15/11	INTERNET SERVICE	1 876	50.00
COMMGN	COMMERCE CREDIT CARD SERVICES	11292011GN	11/29/11	12/15/11	BACKUP SERVICE	1 876	120.00
COMMGN	COMMERCE CREDIT CARD SERVICES	11292011GN	11/22/11	12/15/11	STAMP FEE	1 885	15.99
COMMGN	COMMERCE CREDIT CARD SERVICES	11302011GN	11/30/11	12/15/11	SUPPLIES	1 935	44.00
COMMGN	COMMERCE CREDIT CARD SERVICES	11302011GN	11/30/11	12/15/11	LODGING	1 945	179.04
COMMGN	COMMERCE CREDIT CARD SERVICES	11407000GN	10/18/11	12/15/11	PHONE SERVICE	1 940	1185.66
					Vendor Total		2333.48
COMMLW	COMMERCE CREDIT CARD SERVICES	10272011LW	10/27/11	12/11/11	PAPER	1 1935	71.98
COMMLW	COMMERCE CREDIT CARD SERVICES	11092011LW	11/09/11	12/15/11	POSTAGE & INS	1 1885	25.27
COMMLW	COMMERCE CREDIT CARD SERVICES	11152011LW	11/15/11	12/15/11	POSTAGE	1 1885	33.33
COMMLW	COMMERCE CREDIT CARD SERVICES	11162011LW	11/16/11	12/15/11	OFFICE SUPPLIES	1 1885	144.52
COMMLW	COMMERCE CREDIT CARD SERVICES	11407000LW	10/18/11	12/15/11	PHONE SERVICE	1 1940	358.25
					Vendor Total		633.35
COMMPD	COMMERCE CREDIT CARD SERVICES	102811PD	11/27/11	12/15/11	LODGING TRAINING	1 4945	179.04
COMMPK	COMMERCE CREDIT CARD SERVICES	4310182PK	10/24/11	12/15/11	POOL PHONE	3 940	66.33
COMMPK	COMMERCE CREDIT CARD SERVICES	10272011PK	10/27/11	12/15/11	PAPER	3 885	71.98
COMMPK	COMMERCE CREDIT CARD SERVICES	11407000PK	10/18/11	12/15/11	PHONE SERVICE	3 940	330.68
					Vendor Total		468.99
COMMSE	COMMERCE CREDIT CARD SERVICES	27735SE	11/09/11	12/15/11	FUSE- WELL & SEWER	2 1935	681.47
COMMSE	COMMERCE CREDIT CARD SERVICES	10272011SE	10/27/11	12/15/11	PAPER	2 1885	71.98
COMMSE	COMMERCE CREDIT CARD SERVICES	11152011SE	11/15/11	12/15/11	POSTAGE BILLING	2 1885	111.32
					Vendor Total		864.77
COMMWA	COMMERCE CREDIT CARD SERVICES	27735WA	11/09/11	12/15/11	FUSE-WELL & SEWER	2 935	1666.45
COMMWA	COMMERCE CREDIT CARD SERVICES	10272011WA	10/27/11	12/15/11	DEPOSIT SLIPS	2 885	159.70
COMMWA	COMMERCE CREDIT CARD SERVICES	10272011WA	10/27/11	12/15/11	PAPER	2 885	71.98
COMMWA	COMMERCE CREDIT CARD SERVICES	10272011WA	10/27/11	12/15/11	LODGING TRAINING	2 945	285.36
COMMWA	COMMERCE CREDIT CARD SERVICES	11152011WA	11/15/11	12/15/11	POSTAGE BILLING	2 885	132.00
COMMWA	COMMERCE CREDIT CARD SERVICES	11152011WA	11/15/11	12/15/11	POSTAGE	2 885	33.34
COMMWA	COMMERCE CREDIT CARD SERVICES	11407000WA	10/18/11	12/15/11	PHONE SERVICE	2 959	185.65
COMMWA	COMMERCE CREDIT CARD SERVICES	5466891553WA	10/31/11	12/15/11	LODGING CONFERENCE	2 945	419.88
					Vendor Total		2954.36
CON165	CONCO QUARRIES, INC.	355980WA	11/09/11	12/15/11	GRAVEL	2 935	195.38
CON165	CONCO QUARRIES, INC.	11152011SE	11/15/11	12/15/11	GRAVEL	2 1935	182.32
CON165	CONCO QUARRIES, INC.	11152011WA	11/15/11	12/15/11	GRAVEL	2 935	265.59
					Vendor Total		643.29
CON460	CONSULTING ANALYTICAL SVC	30566WA	11/08/11	12/15/11	WELL SAMPLES	2 876	135.00
CPI200	COPY PRODUCTS, INC	70223GN	11/10/11	12/15/11	COPIES TOSHIBA	1 935	326.65
CPI200	COPY PRODUCTS, INC	70223LW	11/10/11	12/15/11	COPIES TOSHIBA	1 1935	17.19
CPI200	COPY PRODUCTS, INC	70223PK	11/10/11	12/15/11	COPIES TOSHIBA	3 935	42.63
					Vendor Total		386.47
DOS200	Doug Boswell	11042011WA	11/04/11	12/15/11	SAC ALIGN TAP	2 935	109.95

CITY OF WILLARD
Unpaid Invoice Listing
December 01, 2011

Payee #	Payee Name	Invoice Num	Invoice Date	Due Date	Description	G/L Number	Total Due
DOJ300	DOUBLE J SERVICES, LLC	2385LW	11/23/11	12/15/11	REPAIR CHARGER	1 1965	185.02
FOU325	FOURAKER PRINTING CO.	9863GN	11/23/11	12/15/11	11X17 PAPER	1 885	16.10
HAR160	HARRY COOPER SUPPLY COMPANY	2862001WA	11/21/11	12/15/11	HEATER	2 935	328.64
HIL100	HILLYARD JANITORIAL SUPPLY	5070PK	11/14/11	12/15/11	TOWELS & SUPROX	3 935	92.95
HIL100	HILLYARD JANITORIAL SUPPLY	19109WA	11/18/11	12/15/11	SUPPLIES	2 935	68.95
					Vendor Total		161.90
IND100	INDEPENDENT ELECTRIC	517513SE	11/16/11	12/15/11	LIFT STA REPAIR	2 1900	1894.83
INL105	INLAND PRINTING COMPANY	49032GN	11/23/11	12/15/11	COPIER- CANON	1 876	40.57
ITR160	ITRON, INC.	5325WA	11/14/11	12/15/11	MAINT CONTRACT2012	2 876	585.00
KZD100	KZ DESIGN & DETAILING LLC	295GN	11/10/11	12/15/11	MAPPING	1 876	82.50
KZD100	KZ DESIGN & DETAILING LLC	295WA	11/10/11	12/15/11	MAPPING	2 876	75.00
					Vendor Total		157.50
LAS150	Laser Specialiats	11182011WA	11/18/11	11/15/11	MARKING PAINT	2 935	84.00
LOW505	LOWES CREDIT SERVICES	09981SE	11/08/11	12/15/11	LIFT STA SUPPLY	1 1935	116.10
LOW505	LOWES CREDIT SERVICES	24866WA	11/22/11	12/15/11	SUPPLIES- WIRING	2 935	220.79
LOW505	LOWES CREDIT SERVICES	111511GN	11/15/11	12/15/11	PAINT	1 935	27.10
LOW505	LOWES CREDIT SERVICES	909160PK	11/29/11	12/15/11	BULBS	3 935	37.43
LOW505	LOWES CREDIT SERVICES	909194PK	11/29/11	12/15/11	SUPPLIES	3 935	15.92
LOW505	LOWES CREDIT SERVICES	10282011PK	11/01/11	12/15/11	PVC	3 935	28.68
					Vendor Total		446.02
MCB150	MCBEE SYSTEMS	11152011GN	11/07/11	12/15/11	GF CHECKS	1 885	324.90
MDI100	Mitigation Dynamics, Inc	11082011LW	11/08/11	12/15/11	INST CERT	1 1945	400.00
MER275	MERCY HEALTH PLANS	112911GN	11/29/11	12/15/11	HEALTH INS	1 860	1598.00
MER275	MERCY HEALTH PLANS	1579555LW	11/29/11	12/15/11	HEALTH INS	1 1860	4737.53
MER275	MERCY HEALTH PLANS	1579555PK	11/29/11	12/15/11	HEALTH INS	3 860	968.49
MER275	MERCY HEALTH PLANS	1579555WA	11/29/11	12/15/11	HEALTH INS	2 860	4672.97
					Vendor Total		11976.99
MIS320	MISSOURI DEPT OF NATL RESOURCE	1204245SE	11/14/11	12/15/11	LAGOON PERMIT-2012	2 1840	3000.00
ORE145	O'REILLY'S AUTO PARTS	153425PK	11/02/11	12/15/11	UNDERCOAT	3 965	29.96
ORE145	O'REILLY'S AUTO PARTS	153800WA	11/15/11	12/15/11	UNDERCOAT	2 935	44.94
ORE145	O'REILLY'S AUTO PARTS	156150PK	11/29/11	12/15/11	2 AMP GLASS	3 935	3.29
ORE145	O'REILLY'S AUTO PARTS	156219WA	11/22/11	12/15/11	CREEPER ROLLERS	2 935	21.96
ORE145	O'REILLY'S AUTO PARTS	1536787WA	11/03/11	12/15/11	SOLENOID	2 935	35.67
					Vendor Total		135.82
OZA255	OZARKS COCA COLA	506649PK	11/17/11	12/15/11	CONCESSIONS	1 935	80.00
OZA255	OZARKS COCA COLA	10506603PK	11/07/11	12/15/11	CONCESSION	3 820	131.66
OZA255	OZARKS COCA COLA	10506701PK	11/21/11	12/15/11	CONCESSION	3 820	73.72
					Vendor Total		285.38
PAS100	PLAY IT AGAIN SPORTS	11608PK	11/15/11	12/15/11	VOLLEYBALL- SUPPLI	3 936	972.00
PAS100	PLAY IT AGAIN SPORTS	11616PK	11/17/11	12/15/11	5K RUN SHIRTS	3 938	730.00
					Vendor Total		1702.00
POT250	POTTER EQUIPMENT CO., INC.	11082011SE	11/08/11	12/15/11	BACKHOE	2 1900	183.37
POT250	POTTER EQUIPMENT CO., INC.	11082011WA	11/08/11	12/15/11	BACKHOE	2 900	183.37
					Vendor Total		366.74
PRE250	PRE-PAID LEGAL SERVICES, INC.	11252011LW	11/25/11	12/15/11	LEGAL SERVICES	1 1876	53.85
SCO150	SCOTT GROSS CO. INC.	2210578ST	11/14/11	12/15/11	ACETYLENE	1 2935	18.56
SJH300	ST JOHN'S PHYSICIANS & CLINIC	11182011SE	11/18/11	12/15/11	DR VISITS	2 1876	321.50
SJH300	ST JOHN'S PHYSICIANS & CLINIC	11182011WA	11/18/11	12/15/11	DR VISIT	2 876	321.50
					Vendor Total		643.00
SNL200	SPRINGFIELD NEWS LEADER	10312011GN	11/08/11	12/11/11	LEGAL NOTICE	1 800	95.30
SPS150	SCHENDEL PEST SERVICES	550167241GN	11/15/11	12/15/11	PEST CONTROL	1 876	30.00
SPS150	SCHENDEL PEST SERVICES	550167241LW	11/15/11	12/15/11	PEST CONTROL	1 1876	30.00
SPS150	SCHENDEL PEST SERVICES	550167241PK	11/15/11	12/15/11	PEST CONTROL	3 876	60.00
SPS150	SCHENDEL PEST SERVICES	550167241WA	11/15/11	12/15/11	PEST CONTROL	2 876	30.00
					Vendor Total		150.00
UNI110	UNIFIRST CORP	2670612SE	11/22/11	12/15/11	UNIFORMS & MATS	2 1935	200.75

CITY OF WILLARD
Unpaid Invoice Listing
December 01, 2011

Payee #	Payee Name	Invoice Num	Invoice Date	Due Date	Description	G/L Number	Total Due
UNI110	UNIFIRST CORP	2670612WA	11/22/11	12/15/11	UNIFORMS & MATS	2 935	200.75
UNI110	UNIFIRST CORP	2670614LW	11/22/11	12/15/11	MATS	1 1935	65.00
UNI110	UNIFIRST CORP	2670615GN	11/22/11	12/15/11	MATS	1 935	77.60
UNI110	UNIFIRST CORP	2670616613PK	11/22/11	12/15/11	MATS	3 935	146.00
Vendor Total							690.10
UNI120	UNITED RENTALS	61032-001SE	11/14/11	12/15/11	REFLEC JACKETS	2 1935	150.00
UNI120	UNITED RENTALS	61032-001WA	11/14/11	12/15/11	REFLECT JACKETS	2 935	150.00
Vendor Total							300.00
USA405	US BANK	973222PK	11/23/11	12/15/11	TOSHIBA CONTRACT	3 885	441.79
VSP130	VISION SERVICE PLAN - (IC)	122011GN	11/29/11	12/15/11	VISION INS	1 860	53.41
VSP130	VISION SERVICE PLAN - (IC)	122011LW	11/22/11	12/15/11	VISION INS	1 1860	53.41
VSP130	VISION SERVICE PLAN - (IC)	122011PK	11/29/11	12/15/11	VISION INS	3 860	23.52
VSP130	VISION SERVICE PLAN - (IC)	122011SE	11/29/11	12/15/11	VISION INS	2 1860	94.58
VSP130	VISION SERVICE PLAN - (IC)	122011WA	11/29/11	12/15/11	VISION INS	2 860	94.58
Vendor Total							319.50
WAL110	Walmart Community/GEMB	111411GN	11/14/11	12/15/11	SERVICE CHARGE	1 935	4.70
WAL110	Walmart Community/GEMB	10202011GN	10/20/11	12/15/11	MISC OFFICE SUPPLI	1 885	95.42
WAL110	Walmart Community/GEMB	10202011LW	10/20/11	12/15/11	MISC SUPPLIES	1 1885	14.90
WAL110	Walmart Community/GEMB	10202011PK	10/18/11	12/15/11	CONCESSION	3 820	117.15
WAL110	Walmart Community/GEMB	10202011PK	10/13/11	12/15/11	CONCESSION	3 820	238.84
WAL110	Walmart Community/GEMB	11032011WA	11/03/11	12/15/11	CASES WATER	2 935	79.60
WAL110	Walmart Community/GEMB	11092011LW	11/07/11	12/15/11	ODO-BAN	1 1935	8.98
WAL110	Walmart Community/GEMB	11092011LW	11/07/11	12/15/11	ZIPLOCK BAGS	1 1935	11.28
WAL110	Walmart Community/GEMB	11092011PK	11/07/11	12/15/11	CONCESSION	3 820	131.50
WAL110	Walmart Community/GEMB	11092011SE	11/07/11	12/15/11	DAWN SOAP	2 1935	49.68
Vendor Total							752.05
WIN100	WINDSTREAM COMMUNICATIONS	11465460GN	11/29/11	12/15/11	PHONE SERVICE	1 940	987.80
WIN100	WINDSTREAM COMMUNICATIONS	11465460LW	11/29/11	12/15/11	PHONE SERVICE	1 1940	577.93
WIN100	WINDSTREAM COMMUNICATIONS	11465460PK	11/29/11	12/15/11	PHONE SERVICE	3 940	489.80
Vendor Total							2055.53
Final Total							38349.28
1	800	0	ADVERTISING (GCG)		95.30		
1	840	0	DUES AND SUBSCRIPTIONS (GCG)		50.00		
1	860	0	GROUP INSURANCE (GCG)		1651.41		
1	876	0	PROFESSIONAL (GCG)		323.07		
1	885	0	OFFICE SUPPLIES (GCG)		945.67		
1	900	0	REPAIRS AND MAINTENANCE (GCG)		107.50		
1	935	0	SUPPLIES (GCG)		601.05		
1	940	0	TELEPHONE (GCG)		2308.76		
1	945	0	TRAVEL AND TRAINING (GCG)		383.57		
1	959	0	UTILITIES-OTHER (GCG)		37.46		
1	1860	0	GROUP INSURANCE (LAW)		4790.94		
1	1876	0	PROFESSIONAL (LAW)		1332.60		
1	1885	0	OFFICE EXPENSE (LAW)		218.02		
1	1935	0	SUPPLIES (LAW)		290.53		
1	1940	0	TELEPHONE (LAW)		936.18		
1	1945	0	TRAVEL & TRAINING (LAW)		400.00		
1	1959	0	UTILITIES-OTHER (LAW)		14.10		
1	1960	0	VEHICLE EXPENSES-GAS		335.75		
1	1965	0	VEHICLE EXPENSE-OTHER		185.02		
1	2935	0	SUPPLIES (STREETS)		18.56		
1	4945	0	TRAVEL & TRAINING		179.04		
1	5940	0	TELEPHONE (EM)		53.83		
Total for Fund #: 1					15258.36		
2	860	0	GROUP INSURANCE (WATER)		4767.55		
2	876	0	PROFESSIONAL (WATER)		1146.50		
2	885	0	OFFICE SUPPLIES (WATER)		397.02		
2	900	0	REPAIRS AND MAINTENANCE (WATER)		183.37		
2	935	0	SUPPLIES (WATER)		3472.67		
2	945	0	TRAVEL AND TRAINING (WATER)		705.24		
2	959	0	UTILITIES-OTHER (WATER)		185.65		
2	1840	0	DUES AND SUBSCRIPTIONS (SEWER)		3000.00		
2	1860	0	GROUP INSURANCE (SEWER)		94.58		
2	1876	0	PROFESSIONAL (SEWER)		321.50		
2	1885	0	OFFICE SUPPLIES (SEWER)		183.30		
2	1900	0	REPAIRS AND MAINTENANCE (SEWER)		2078.20		
2	1935	0	SUPPLIES (SEWER)		1264.22		
2	1959	0	UTILITIES-OTHER (SEWER)		46.80		
Total for Fund #: 2					17846.60		
3	820	0	CONCESSIONS		692.87		
3	860	0	GROUP INSURANCE		992.01		
3	876	0	PROFESSIONAL		60.00		
3	885	0	OFFICE SUPPLIES		513.77		
3	935	0	SUPPLIES-GENERAL (PARK)		366.90		

CITY OF WILLARD
Unpaid Invoice Listing
December 01, 2011

Payee #	Payee Name	Invoice Numb	Invoice Date	Due Date	Description	G/L Number	Total Due
3	936 0				SUPPLIES-SPORTS		972.00
3	938 0				SUPPLIES-SPECIAL ACTIVITY (PARK)		730.00
3	940 0				TELEPHONE		886.81
3	965 0				VEHICLE EXPENSE-OTHER		29.96
Total for Fund #: 3							5244.32

**CITY OF WILLARD
BOARD OF ALDERMEN**



**AGENDA ITEM #6b
FINANCE DEPARTMENT**

ACTION REQUIRED: APPROVAL REQUESTED

Following is the November, 2011 utility adjustment report for your approval.

FROM 11/01/2011 TO 11/30/2011

ACCOUNT #	SERV	ADJ	ADJ DATE	PERIOD	NAME	COMMENT	MISC SERV	MISC TAX	MISC PEN	TOTAL
			SERVICE		TAX					
932069001	WA	MISC	11/04/11	1	BRIAN SCHAFFER	Client did stop pay on check				
	PREVIOUS		180.22-		.00		.00		.00	180.22-
	ADJUSTMENT		175.00		.00		.00		.00	175.00
	CURRENT		5.22-		.00		.00		.00	5.22-
180044003	SE	MISC	11/07/11	1	STEPHANIE SANTOS	Check Mailed				
	PREVIOUS		12.65-		.00		.00		.00	12.65-
	ADJUSTMENT		12.65		.00		.00		.00	12.65
	CURRENT		.00		.00		.00		.00	.00
180045001	WA	MISC	11/07/11	1	LEESA JILL ROGERS	ck mailed				
	PREVIOUS		78.01-		.00		.00		.00	78.01-
	ADJUSTMENT		78.01		.00		.00		.00	78.01
	CURRENT		.00		.00		.00		.00	.00
180056002	WA	MISC	11/07/11	1	MELISSA KROUTIL	check mailed				
	PREVIOUS		33.51-		.00		.00		.00	33.51-
	ADJUSTMENT		33.51		.00		.00		.00	33.51
	CURRENT		.00		.00		.00		.00	.00
180078001	WA	MISC	11/07/11	1	JESSICA LANGLEY	ck mailed				
	PREVIOUS		34.74-		.00		.00		.00	34.74-
	ADJUSTMENT		34.74		.00		.00		.00	34.74
	CURRENT		.00		.00		.00		.00	.00
301010002	SE	MISC	11/07/11	1	APRIL CRAIN	Check Mailed				
	PREVIOUS		23.25-		.00		.00		.00	23.25-
	ADJUSTMENT		23.25		.00		.00		.00	23.25
	CURRENT		.00		.00		.00		.00	.00
310006501	SE	MISC	11/07/11	1	ARTHUR NEAL	Check Mailed				
	PREVIOUS		19.79-		.00		.00		.00	19.79-
	ADJUSTMENT		19.79		.00		.00		.00	19.79
	CURRENT		.00		.00		.00		.00	.00
330019501	WA	MISC	11/07/11	1	BRIAN YOUNG	ck mailed				
	PREVIOUS		30.86-		.00		.00		.00	30.86-
	ADJUSTMENT		30.86		.00		.00		.00	30.86
	CURRENT		.00		.00		.00		.00	.00
330028502	WA	PNLT	11/07/11	1	TERRY/GAYLE HOLCOMB	Returned ACH plus penalty				
	PREVIOUS		24.00		1.55		.00		.00	25.55
	ADJUSTMENT		.00		.00	25.00	48.90	.00	.00	73.90
	CURRENT		24.00		1.55	25.00	48.90	.00	.00	99.45
330028502	WA	PNLT	11/07/11	1	TERRY/GAYLE HOLCOMB					
	PREVIOUS		24.00		1.55	25.00	48.90	.00	.00	99.45
	ADJUSTMENT		.00		.00	25.00-	.00	.00	.00	25.00-
	CURRENT		24.00		1.55	.00	48.90	.00	.00	74.45
340011502	SE	MISC	11/07/11	1	ANNA GEORGE	Check Mailed				
	PREVIOUS		12.58-		.00		.00		.00	12.58-
	ADJUSTMENT		12.58		.00		.00		.00	12.58
	CURRENT		.00		.00		.00		.00	.00
410038401	SE	MISC	11/07/11	1	CRAIG PRICE	Check Mailed				
	PREVIOUS		12.40-		.00		.00		.00	12.40-
	ADJUSTMENT		12.40		.00		.00		.00	12.40
	CURRENT		.00		.00		.00		.00	.00
605090101	SE	MISC	11/07/11	1	KELLY TURNER	Check Mailed				
	PREVIOUS		3.83-		.00		.00		.00	3.83-
	ADJUSTMENT		3.83		.00		.00		.00	3.83
	CURRENT		.00		.00		.00		.00	.00
705330001	SE	MISC	11/07/11	1	RICHARD LLEWELLYN	Check Mailed				
	PREVIOUS		2.83-		.00		.00		.00	2.83-

FROM 11/01/2011 TO 11/30/2011

ACCOUNT #	SERV	ADJ	ADJ DATE	PERIOD	NAME	COMMENT				
			SERVICE		TAX	PENALTY	MISC SERV	MISC TAX	MISC PEN	TOTAL
					ADJUSTMENT	2.83	.00	.00	.00	2.83
					CURRENT	.00	.00	.00	.00	.00
906801203	SE	MISC	11/07/11	1	MELISSA THOMPSON		Check Mailed			
					PREVIOUS	6.60-	.00	.00	.00	6.60-
					ADJUSTMENT	6.60	.00	.00	.00	6.60
					CURRENT	.00	.00	.00	.00	.00
906801203	WA	MISC	11/07/11	1	MELISSA THOMPSON		Check Mailed			
					PREVIOUS	20.87-	.00	.00	.00	20.87-
					ADJUSTMENT	20.87	.00	.00	.00	20.87
					CURRENT	.00	.00	.00	.00	.00
999999921	TR	MISC	11/07/11	1	JAMES COOK		Check Mailed			
					PREVIOUS	13.50-	.00	.00	.00	13.50-
					ADJUSTMENT	13.50	.00	.00	.00	13.50
					CURRENT	.00	.00	.00	.00	.00
119010807	TR	MISC	11/08/11	1	LESLIE RABY		REFUND TR			
					PREVIOUS	9.20	.00	.00	.00	9.20
					ADJUSTMENT	13.50-	.00	.00	.00	13.50-
					CURRENT	4.30-	.00	.00	.00	4.30-
180017008	WA	MISC	11/08/11	1	TAYLA CRAIGHEAD		PREV READ INCORRECT			
					PREVIOUS	106.00	6.87	.00	.00	112.87
					ADJUSTMENT	88.00-	5.70-	.00	.00	93.70-
					CURRENT	18.00	1.17	.00	.00	19.17
180183002	SE	MISC	11/08/11	1	NORTHBROOKE APT					
					PREVIOUS	28.27	.00	.00	.00	28.27
					ADJUSTMENT	28.27-	.00	.00	.00	28.27-
					CURRENT	.00	.00	.00	.00	.00
180183002	WA	MISC	11/08/11	1	NORTHBROOKE APT		ACCT DOUBLED REFUND BILL			
					PREVIOUS	22.00	1.43	.00	.00	23.43
					ADJUSTMENT	22.00-	1.43-	.00	.00	23.43-
					CURRENT	.00	.00	.00	.00	.00
310006502	TR	MISC	11/08/11	1	G & A PROPERTIES		CR NO TRASH			
					PREVIOUS	13.50	.00	.00	.00	13.50
					ADJUSTMENT	13.50-	.00	.00	.00	13.50-
					CURRENT	.00	.00	.00	.00	.00
330028502	SE	MISC	11/08/11	1	TERRY/GAYLE HOLCOMB		CR SE CHARGED INCORRECTLY			
					PREVIOUS	51.07	.00	.00	.00	51.07
					ADJUSTMENT	28.27-	.00	.00	.00	28.27-
					CURRENT	22.80	.00	.00	.00	22.80
404060002	TR	MISC	11/08/11	1	SHANNON HOLKUM					
					PREVIOUS	13.50	.00	.00	.00	13.50
					ADJUSTMENT	13.50-	.00	.00	.00	13.50-
					CURRENT	.00	.00	.00	.00	.00
404060002	TR	MISC	11/08/11	2	SHANNON HOLKUM					
					PREVIOUS	.00	.00	.00	.00	.00
					ADJUSTMENT	13.50-	.00	.00	.00	13.50-
					CURRENT	13.50-	.00	.00	.00	13.50-
404060002	TR	MISC	11/08/11	3	SHANNON HOLKUM		CUST DOESN'T HAVE TR REFUND			
					PREVIOUS	.00	.00	.00	.00	.00
					ADJUSTMENT	13.50-	.00	.00	.00	13.50-
					CURRENT	13.50-	.00	.00	.00	13.50-
906800502	WA	LEAK	11/08/11	1	DONNE PORTER		LEAK ADJ			
					PREVIOUS	160.00	10.36	.00	.00	170.36
					ADJUSTMENT	70.00-	8.33-	.00	.00	78.33-
					CURRENT	90.00	2.03	.00	.00	92.03

FROM 11/01/2011 TO 11/30/2011

ACCOUNT #	SERV	ADJ	ADJ DATE	PERIOD	NAME	COMMENT	MISC SERV	MISC TAX	MISC PEN	TOTAL
			SERVICE		TAX	PENALTY				
921061002	PR	MISC	11/08/11	1	DEBBIE POWELL (LL)	PR OVERCHARGED				
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		27.00-		.00	.00	.00	.00	.00	27.00-
	CURRENT		27.00-		.00	.00	.00	.00	.00	27.00-
921061002	SC	MISC	11/08/11	1	DEBBIE POWELL (LL)	SC OVERCHARGED				
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		2.10-		.00	.00	.00	.00	.00	2.10-
	CURRENT		2.10-		.00	.00	.00	.00	.00	2.10-
340011201	WA	MISC	11/09/11	1	ELIZABETH/DAVID CHANDLER	FINAL READ OF 76 WAS NOT ENTERED				
	PREVIOUS		19747.00		1286.71	.00	.00	.00	.00	21033.71
	ADJUSTMENT		19723.00-		1285.02-	.00	.00	.00	.00	21008.02-
	CURRENT		24.00		1.69	.00	.00	.00	.00	25.69
118160104	WA	MISC	11/14/11	1	DEIDRA MOORE	ADJ DUE TO BUSTED PIPES				
	PREVIOUS		30.00		.68	.00	.00	.00	.00	30.68
	ADJUSTMENT		8.00-		.00	7.75-	.00	.00	.00	15.75-
	CURRENT		22.00		.68	7.75-	.00	.00	.00	14.93
180052003	WA	PNLT	11/14/11	1	AARON B/ALISON BERKSHIRE	Returned check plus penalty				
	PREVIOUS		57.46-		.00	.00	.00	.00	.00	57.46-
	ADJUSTMENT		.00		.00	25.00	119.45	.00	.00	144.45
	CURRENT		57.46-		.00	25.00	119.45	.00	.00	86.99
602800201	SE	LEAK	11/14/11	1	ANDERSON/GOODWYN					
	PREVIOUS		57.38		.00	.00	.00	.00	.00	57.38
	ADJUSTMENT		33.17-		.00	.00	.00	.00	.00	33.17-
	CURRENT		24.21		.00	.00	.00	.00	.00	24.21
602800201	SE	LEAK	11/14/11	2	ANDERSON/GOODWYN					
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		14.93-		.00	.00	.00	.00	.00	14.93-
	CURRENT		14.93-		.00	.00	.00	.00	.00	14.93-
602800201	SE	LEAK	11/14/11	3	ANDERSON/GOODWYN					
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		10.37-		.00	.00	.00	.00	.00	10.37-
	CURRENT		10.37-		.00	.00	.00	.00	.00	10.37-
602800201	SE	LEAK	11/14/11	4	ANDERSON/GOODWYN	ADJ SE IS RELATED TO WA				
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		10.37-		.00	.00	.00	.00	.00	10.37-
	CURRENT		10.37-		.00	.00	.00	.00	.00	10.37-
602800201	WA	LEAK	11/14/11	1	ANDERSON/GOODWYN					
	PREVIOUS		24.00		1.79	.00	.00	.00	.00	25.79
	ADJUSTMENT		12.00-		.00	.00	.00	.00	.00	12.00-
	CURRENT		12.00		1.79	.00	.00	.00	.00	13.79
602800201	WA	LEAK	11/14/11	2	ANDERSON/GOODWYN					
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		4.00-		.00	.00	.00	.00	.00	4.00-
	CURRENT		4.00-		.00	.00	.00	.00	.00	4.00-
602800201	WA	LEAK	11/14/11	3	ANDERSON/GOODWYN					
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		2.00-		.00	.00	.00	.00	.00	2.00-
	CURRENT		2.00-		.00	.00	.00	.00	.00	2.00-
602800201	WA	LEAK	11/14/11	4	ANDERSON/GOODWYN	LEAK ADJ - OUR ERROR				
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		2.00-		.00	.00	.00	.00	.00	2.00-
	CURRENT		2.00-		.00	.00	.00	.00	.00	2.00-
330028502	PR	PNLT	11/15/11	1	TERRY/GAYLE HOLCOMB					
	PREVIOUS		.00		.00	.30	.00	.00	.00	.30

FROM 11/01/2011 TO 11/30/2011

ACCOUNT #	SERV ADJ	ADJ DATE	PERIOD	NAME	COMMENT				
		SERVICE		TAX	PENALTY	MISC SERV	MISC TAX	MISC PEN	TOTAL
				ADJUSTMENT	.00	.30-	.00	.00	.30-
				CURRENT	.00	.00	.00	.00	.00
330028502	SE PNLT	11/15/11	1	TERRY/GAYLE HOLCOMB					
				PREVIOUS	.00	.00	.00	.00	2.28
				ADJUSTMENT	.00	2.28-	.00	.00	2.28-
				CURRENT	.00	.00	.00	.00	.00
330028502	TR PNLT	11/15/11	1	TERRY/GAYLE HOLCOMB					
				PREVIOUS	.00	.00	.00	.00	1.35
				ADJUSTMENT	.00	1.35-	.00	.00	1.35-
				CURRENT	.00	.00	.00	.00	.00
330028502	WA PNLT	11/15/11	1	TERRY/GAYLE HOLCOMB					
				PREVIOUS	.00	.00	.00	.00	7.29
				ADJUSTMENT	.00	7.29-	.00	.00	7.29-
				CURRENT	.00	.00	.00	.00	.00
906100001	PR PNLT	11/15/11	1	LOY MANLEY					
				PREVIOUS	.00	.30	.00	.00	.30
				ADJUSTMENT	.00	.30-	.00	.00	.30-
				CURRENT	.00	.00	.00	.00	.00
906100001	SE PNLT	11/15/11	1	LOY MANLEY					
				PREVIOUS	.00	.00	.00	.00	2.83
				ADJUSTMENT	.00	2.83-	.00	.00	2.83-
				CURRENT	.00	.00	.00	.00	.00
906100001	TR PNLT	11/15/11	1	LOY MANLEY					
				PREVIOUS	.00	.00	.00	.00	1.35
				ADJUSTMENT	.00	1.35-	.00	.00	1.35-
				CURRENT	.00	.00	.00	.00	.00
906100001	WA PNLT	11/15/11	1	LOY MANLEY					
				PREVIOUS	.00	.00	.00	.00	1.80
				ADJUSTMENT	.00	1.80-	.00	.00	1.80-
				CURRENT	.00	.00	.00	.00	.00
906241601	PR PNLT	11/15/11	1	DARRYL PADDOCK					
				PREVIOUS	.00	.30	.00	.00	.30
				ADJUSTMENT	.00	.30-	.00	.00	.30-
				CURRENT	.00	.00	.00	.00	.00
906241601	SE PNLT	11/15/11	1	DARRYL PADDOCK					
				PREVIOUS	.00	.00	.00	.00	3.28
				ADJUSTMENT	.00	3.28-	.00	.00	3.28-
				CURRENT	.00	.00	.00	.00	.00
906241601	WA PNLT	11/15/11	1	DARRYL PADDOCK					
				PREVIOUS	.00	.00	.00	.00	1.80
				ADJUSTMENT	.00	1.80-	.00	.00	1.80-
				CURRENT	.00	.00	.00	.00	.00
906242102	PR PNLT	11/15/11	1	GERALD L SWINEY					
				PREVIOUS	.00	.30	.00	.00	.30
				ADJUSTMENT	.00	.30-	.00	.00	.30-
				CURRENT	.00	.00	.00	.00	.00
906242102	SE PNLT	11/15/11	1	GERALD L SWINEY					
				PREVIOUS	.00	.00	.00	.00	2.37
				ADJUSTMENT	.00	2.37-	.00	.00	2.37-
				CURRENT	.00	.00	.00	.00	.00
906242102	WA PNLT	11/15/11	1	GERALD L SWINEY					
				PREVIOUS	.00	.00	.00	.00	2.00
				ADJUSTMENT	.00	2.00-	.00	.00	2.00-
				CURRENT	.00	.00	.00	.00	.00

FROM 11/01/2011 TO 11/30/2011

ACCOUNT #	SERV	ADJ	ADJ DATE	PERIOD	NAME	COMMENT				
			SERVICE		TAX	MISC SERV	MISC TAX	MISC PEN	TOTAL	
906242104	PR	PNLT	11/15/11	1	CLAY HARVEY					
					PREVIOUS	.00	.00	.00	.30	.30
					ADJUSTMENT	.00	.00	.00	.30-	.30-
					CURRENT	.00	.00	.00	.00	.00
906242104	SE	PNLT	11/15/11	1	CLAY HARVEY					
					PREVIOUS	.00	.00	.00	4.20	4.20
					ADJUSTMENT	.00	.00	.00	4.20-	4.20-
					CURRENT	.00	.00	.00	.00	.00
906242104	WA	PNLT	11/15/11	1	CLAY HARVEY					
					PREVIOUS	.00	.00	.00	2.40	2.40
					ADJUSTMENT	.00	.00	.00	2.40-	2.40-
					CURRENT	.00	.00	.00	.00	.00
906242205	PR	PNLT	11/15/11	1	FRANK KAUFFMAN					
					PREVIOUS	.00	.00	.00	.30	.30
					ADJUSTMENT	.00	.00	.00	.30-	.30-
					CURRENT	.00	.00	.00	.00	.00
906242205	SE	PNLT	11/15/11	1	FRANK KAUFFMAN					
					PREVIOUS	.00	.00	.00	2.37	2.37
					ADJUSTMENT	.00	.00	.00	2.37-	2.37-
					CURRENT	.00	.00	.00	.00	.00
906242205	WA	PNLT	11/15/11	1	FRANK KAUFFMAN					
					PREVIOUS	.00	.00	.00	6.40	6.40
					ADJUSTMENT	.00	.00	.00	6.40-	6.40-
					CURRENT	.00	.00	.00	.00	.00
906280101	PR	PNLT	11/15/11	1	DAVID HELTON					
					PREVIOUS	.00	.00	.00	.30	.30
					ADJUSTMENT	.00	.00	.00	.30-	.30-
					CURRENT	.00	.00	.00	.00	.00
906280101	SE	PNLT	11/15/11	1	DAVID HELTON					
					PREVIOUS	.00	.00	.00	3.28	3.28
					ADJUSTMENT	.00	.00	.00	3.28-	3.28-
					CURRENT	.00	.00	.00	.00	.00
906280101	TR	PNLT	11/15/11	1	DAVID HELTON					
					PREVIOUS	.00	.00	.00	1.35	1.35
					ADJUSTMENT	.00	.00	.00	1.35-	1.35-
					CURRENT	.00	.00	.00	.00	.00
906280101	WA	PNLT	11/15/11	1	DAVID HELTON					
					PREVIOUS	.00	.00	.00	1.80	1.80
					ADJUSTMENT	.00	.00	.00	1.80-	1.80-
					CURRENT	.00	.00	.00	.00	.00
906490001	PR	PNLT	11/15/11	1	CHARLES LATHAM					
					PREVIOUS	.00	.00	.00	.30	.30
					ADJUSTMENT	.00	.00	.00	.30-	.30-
					CURRENT	.00	.00	.00	.00	.00
906490001	SE	PNLT	11/15/11	1	CHARLES LATHAM					
					PREVIOUS	.00	.00	.00	2.83	2.83
					ADJUSTMENT	.00	.00	.00	2.83-	2.83-
					CURRENT	.00	.00	.00	.00	.00
906490001	TR	PNLT	11/15/11	1	CHARLES LATHAM					
					PREVIOUS	.00	.00	.00	1.35	1.35
					ADJUSTMENT	.00	.00	.00	1.35-	1.35-
					CURRENT	.00	.00	.00	.00	.00
906490001	WA	PNLT	11/15/11	1	CHARLES LATHAM					
					PREVIOUS	.00	.00	.00	1.80	1.80

FROM 11/01/2011 TO 11/30/2011

ACCOUNT #	SERV	ADJ	ADJ DATE	PERIOD	NAME	COMMENT				
			SERVICE		TAX	PENALTY	MISC SERV	MISC TAX	MISC PEN	TOTAL
910019302	WA	PNLT	11/15/11	1	DANNY FRIEND					
		PREVIOUS			.00	5.20	.00	.00	.00	5.20
		ADJUSTMENT			.00	5.20-	.00	.00	.00	5.20-
		CURRENT			.00	.00	.00	.00	.00	.00
954046001	PR	PNLT	11/15/11	1	TOMMY MORROW					
		PREVIOUS			.00	.30	.00	.00	.00	.30
		ADJUSTMENT			.00	.30-	.00	.00	.00	.30-
		CURRENT			.00	.00	.00	.00	.00	.00
954046001	WA	PNLT	11/15/11	1	TOMMY MORROW					
		PREVIOUS			.00	4.51	.00	.00	.00	4.51
		ADJUSTMENT			.00	4.51-	.00	.00	.00	4.51-
		CURRENT			.00	.00	.00	.00	.00	.00
965008502	PR	PNLT	11/15/11	1	LINDA NELSON					
		PREVIOUS			.00	.30	.00	.00	.00	.30
		ADJUSTMENT			.00	.30-	.00	.00	.00	.30-
		CURRENT			.00	.00	.00	.00	.00	.00
965008502	TR	PNLT	11/15/11	1	LINDA NELSON					
		PREVIOUS			.00	1.35	.00	.00	.00	1.35
		ADJUSTMENT			.00	1.35-	.00	.00	.00	1.35-
		CURRENT			.00	.00	.00	.00	.00	.00
965008502	WA	PNLT	11/15/11	1	LINDA NELSON					
		PREVIOUS			.00	6.31	.00	.00	.00	6.31
		ADJUSTMENT			.00	6.31-	.00	.00	.00	6.31-
		CURRENT			.00	.00	.00	.00	.00	.00
921061002	WA	MISC	11/16/11	1	DEBBIE POWELL (LL)	adj sc & pr				
		PREVIOUS	29.10-		.00	.00	.00	.00	.00	29.10-
		ADJUSTMENT	29.10		.00	.00	.00	.00	.00	29.10
		CURRENT	.00		.00	.00	.00	.00	.00	.00
180036504	WA	PNLT	11/17/11	1	AMBER WOODS	Returned ACH plus penalty				
		PREVIOUS			.00	.00	.00	.00	.00	.00
		ADJUSTMENT			.00	25.00	54.99	.00	.00	79.99
		CURRENT			.00	25.00	54.99	.00	.00	79.99
906780101	WA	PNLT	11/17/11	1	JOSHUA I STOKES	Returned ACH plus penalty				
		PREVIOUS			.00	.00	.00	.00	.00	.00
		ADJUSTMENT			.00	25.00	69.78	.00	.00	94.78
		CURRENT			.00	25.00	69.78	.00	.00	94.78
180164103	WA	BAD	11/29/11	1	AMANDA/CHARLES HILLIS					
		PREVIOUS	12.00		.78	.00	.00	.00	.00	12.78
		ADJUSTMENT	.00		.00	.00	54.15	.00	.00	54.15
		CURRENT	12.00		.78	.00	54.15	.00	.00	66.93
200410001	WA	LEAK	11/29/11	1	TIM ANDREWS					
		PREVIOUS	74.32		1.67	.00	.00	.00	.00	75.99
		ADJUSTMENT	65.00-		.00	.00	.00	.00	.00	65.00-
		CURRENT	9.32		1.67	.00	.00	.00	.00	10.99
705920001	PR	MISC	11/29/11	1	D&R BUILDERS					
		PREVIOUS	3.00		.00	.00	.00	.00	.00	3.00
		ADJUSTMENT	3.00-		.00	.00	.00	.00	.00	3.00-
		CURRENT	.00		.00	.00	.00	.00	.00	.00
932000101	WA	BAD	11/29/11	1	CITY OF SPFLD/CHRISTINE EMRIC					
		PREVIOUS	34.00		.00	.00	.00	.00	.00	34.00
		ADJUSTMENT	289.00-		.00	.00	.00	.00	.00	289.00-
		CURRENT	255.00-		.00	.00	.00	.00	.00	255.00-
932054002	WA	LEAK	11/29/11	1	RONDA WOOD					
		PREVIOUS	56.00		3.63	.00	.00	.00	.00	59.63

FROM 11/01/2011 TO 11/30/2011

ACCOUNT #	SERV ADJ	ADJ DATE	PERIOD	NAME		COMMENT			
		SERVICE		TAX	PENALTY	MISC SERV	MISC TAX	MISC PEN	TOTAL
		ADJUSTMENT	22.00-	.00	.00	.00	.00	.00	22.00-
		CURRENT	34.00	3.63	.00	.00	.00	.00	37.63
954057501	WA LEAK	11/29/11	1	MARK MYERS					
		PREVIOUS	518.00	3.89	.00	.00	.00	.00	521.89
		ADJUSTMENT	250.00-	.00	.00	.00	.00	.00	250.00-
		CURRENT	268.00	3.89	.00	.00	.00	.00	271.89
			20272.46-	1300.48-	29.51-	347.27	.00	.00	21255.18-
*** ADJUSTMENT TOTALS ***									
		PREVIOUS	20435.04	1320.91	121.76	48.90	.00	.00	21926.61
		ADJUSTMENT	20272.46-	1300.48-	29.51-	347.27	.00	.00	21255.18-
		CURRENT	162.58	20.43	92.25	396.17	.00	.00	671.43

BAD DEBT

FROM 11/01/2011 TO 11/30/2011

ACCOUNT #	ADJ CODE	DATE SERVICE	NAME TAX	PENALTY	COMMENT MISC SERV	MISC TAX	MISC PEN	TOTAL
		.00	.00	.00	.00	.00	.00	.00
** BAD DEBT TOTALS *		.00	.00	.00	.00	.00	.00	.00

UTILITY BILLING ADJUSTMENTS REPORT

ADJUSTMENT CODE TOTALS

FROM 11/01/2011 TO 11/30/2011

ADJ DESC	SERVICE	TAX	PENALTY	MISC CHRG	MISC TAX	MISC PEN	TOTAL

ADJUSTMENTS							
BAD DEBT	289.00-	.00	.00	54.15	.00	.00	234.85-
LEAK ADJUSTMENT	495.84-	8.33-	.00	.00	.00	.00	504.17-
MISC ADJUSTMENT	19487.62-	1292.15-	7.75-	.00	.00	.00	20787.52-
PENALTY ADJUST	.00	.00	21.76-	293.12	.00	.00	271.36
=====							
*** GRAND TOTALS ***	20272.46-	1300.48-	29.51-	347.27	.00	.00	21255.18-

	ADJUSTMENTS	BAD DEBT	TOTAL

BAD DEBT	234.85-	.00	234.85-
LEAK ADJUSTMENT	504.17-	.00	504.17-
MISC ADJUSTMENT	20787.52-	.00	20787.52-
PENALTY ADJUST	271.36	.00	271.36

	21255.18-	.00	21255.18-

FROM 11/01/2011 TO 11/30/2011

ACCOUNT #	SERV	ADJ	ADJ DATE	PERIOD	NAME	COMMENT	MISC SERV	MISC TAX	MISC PEN	TOTAL
			SERVICE		TAX					
932069001	WA	MISC	11/04/11	1	BRIAN SCHAFFER	Client did stop pay on check				
	PREVIOUS		180.22-		.00		.00	.00	.00	180.22-
	ADJUSTMENT		175.00		.00		.00	.00	.00	175.00
	CURRENT		5.22-		.00		.00	.00	.00	5.22-
180044003	SE	MISC	11/07/11	1	STEPHANIE SANTOS	Check Mailed				
	PREVIOUS		12.65-		.00		.00	.00	.00	12.65-
	ADJUSTMENT		12.65		.00		.00	.00	.00	12.65
	CURRENT		.00		.00		.00	.00	.00	.00
180045001	WA	MISC	11/07/11	1	LEESA JILL ROGERS	ck mailed				
	PREVIOUS		78.01-		.00		.00	.00	.00	78.01-
	ADJUSTMENT		78.01		.00		.00	.00	.00	78.01
	CURRENT		.00		.00		.00	.00	.00	.00
180056002	WA	MISC	11/07/11	1	MELISSA KROUTIL	check mailed				
	PREVIOUS		33.51-		.00		.00	.00	.00	33.51-
	ADJUSTMENT		33.51		.00		.00	.00	.00	33.51
	CURRENT		.00		.00		.00	.00	.00	.00
180078001	WA	MISC	11/07/11	1	JESSICA LANGLEY	ck mailed				
	PREVIOUS		34.74-		.00		.00	.00	.00	34.74-
	ADJUSTMENT		34.74		.00		.00	.00	.00	34.74
	CURRENT		.00		.00		.00	.00	.00	.00
301010002	SE	MISC	11/07/11	1	APRIL CRAIN	Check Mailed				
	PREVIOUS		23.25-		.00		.00	.00	.00	23.25-
	ADJUSTMENT		23.25		.00		.00	.00	.00	23.25
	CURRENT		.00		.00		.00	.00	.00	.00
310006501	SE	MISC	11/07/11	1	ARTHUR NEAL	Check Mailed				
	PREVIOUS		19.79-		.00		.00	.00	.00	19.79-
	ADJUSTMENT		19.79		.00		.00	.00	.00	19.79
	CURRENT		.00		.00		.00	.00	.00	.00
330019501	WA	MISC	11/07/11	1	BRIAN YOUNG	ck mailed				
	PREVIOUS		30.86-		.00		.00	.00	.00	30.86-
	ADJUSTMENT		30.86		.00		.00	.00	.00	30.86
	CURRENT		.00		.00		.00	.00	.00	.00
330028502	WA	PNLT	11/07/11	1	TERRY/GAYLE HOLCOMB	Returned ACH plus penalty				
	PREVIOUS		24.00		1.55		.00	.00	.00	25.55
	ADJUSTMENT		.00		.00		25.00	48.90	.00	73.90
	CURRENT		24.00		1.55		25.00	48.90	.00	99.45
330028502	WA	PNLT	11/07/11	1	TERRY/GAYLE HOLCOMB					
	PREVIOUS		24.00		1.55		25.00	48.90	.00	99.45
	ADJUSTMENT		.00		.00		25.00-	.00	.00	25.00-
	CURRENT		24.00		1.55		.00	48.90	.00	74.45
340011502	SE	MISC	11/07/11	1	ANNA GEORGE	Check Mailed				
	PREVIOUS		12.58-		.00		.00	.00	.00	12.58-
	ADJUSTMENT		12.58		.00		.00	.00	.00	12.58
	CURRENT		.00		.00		.00	.00	.00	.00
410038401	SE	MISC	11/07/11	1	CRAIG PRICE	Check Mailed				
	PREVIOUS		12.40-		.00		.00	.00	.00	12.40-
	ADJUSTMENT		12.40		.00		.00	.00	.00	12.40
	CURRENT		.00		.00		.00	.00	.00	.00
605090101	SE	MISC	11/07/11	1	KELLY TURNER	Check Mailed				
	PREVIOUS		3.83-		.00		.00	.00	.00	3.83-
	ADJUSTMENT		3.83		.00		.00	.00	.00	3.83
	CURRENT		.00		.00		.00	.00	.00	.00
705330001	SE	MISC	11/07/11	1	RICHARD LLEWELLYN	Check Mailed				
	PREVIOUS		2.83-		.00		.00	.00	.00	2.83-

FROM 11/01/2011 TO 11/30/2011

ACCOUNT #	SERV	ADJ	ADJ DATE	PERIOD	NAME	COMMENT				
			SERVICE		TAX	PENALTY	MISC SERV	MISC TAX	MISC PEN	TOTAL
					ADJUSTMENT	2.83	.00	.00	.00	2.83
					CURRENT	.00	.00	.00	.00	.00
906801203	SE	MISC	11/07/11	1	MELISSA THOMPSON		Check Mailed			
					PREVIOUS	6.60-	.00	.00	.00	6.60-
					ADJUSTMENT	6.60	.00	.00	.00	6.60
					CURRENT	.00	.00	.00	.00	.00
906801203	WA	MISC	11/07/11	1	MELISSA THOMPSON		Check Mailed			
					PREVIOUS	20.87-	.00	.00	.00	20.87-
					ADJUSTMENT	20.87	.00	.00	.00	20.87
					CURRENT	.00	.00	.00	.00	.00
999999921	TR	MISC	11/07/11	1	JAMES COOK		Check Mailed			
					PREVIOUS	13.50-	.00	.00	.00	13.50-
					ADJUSTMENT	13.50	.00	.00	.00	13.50
					CURRENT	.00	.00	.00	.00	.00
119010807	TR	MISC	11/08/11	1	LESLIE RABY		REFUND TR			
					PREVIOUS	9.20	.00	.00	.00	9.20
					ADJUSTMENT	13.50-	.00	.00	.00	13.50-
					CURRENT	4.30-	.00	.00	.00	4.30-
180017008	WA	MISC	11/08/11	1	TAYLA CRAIGHEAD		PREV READ INCORRECT			
					PREVIOUS	106.00	6.87	.00	.00	112.87
					ADJUSTMENT	88.00-	5.70-	.00	.00	93.70-
					CURRENT	18.00	1.17	.00	.00	19.17
180183002	SE	MISC	11/08/11	1	NORTHBROOKE APT					
					PREVIOUS	28.27	.00	.00	.00	28.27
					ADJUSTMENT	28.27-	.00	.00	.00	28.27-
					CURRENT	.00	.00	.00	.00	.00
180183002	WA	MISC	11/08/11	1	NORTHBROOKE APT		ACCT DOUBLED REFUND BILL			
					PREVIOUS	22.00	1.43	.00	.00	23.43
					ADJUSTMENT	22.00-	1.43-	.00	.00	23.43-
					CURRENT	.00	.00	.00	.00	.00
310006502	TR	MISC	11/08/11	1	G & A PROPERTIES		CR NO TRASH			
					PREVIOUS	13.50	.00	.00	.00	13.50
					ADJUSTMENT	13.50-	.00	.00	.00	13.50-
					CURRENT	.00	.00	.00	.00	.00
330028502	SE	MISC	11/08/11	1	TERRY/GAYLE HOLCOMB		CR SE CHARGED INCORRECTLY			
					PREVIOUS	51.07	.00	.00	.00	51.07
					ADJUSTMENT	28.27-	.00	.00	.00	28.27-
					CURRENT	22.80	.00	.00	.00	22.80
404060002	TR	MISC	11/08/11	1	SHANNON HOLKUM					
					PREVIOUS	13.50	.00	.00	.00	13.50
					ADJUSTMENT	13.50-	.00	.00	.00	13.50-
					CURRENT	.00	.00	.00	.00	.00
404060002	TR	MISC	11/08/11	2	SHANNON HOLKUM					
					PREVIOUS	.00	.00	.00	.00	.00
					ADJUSTMENT	13.50-	.00	.00	.00	13.50-
					CURRENT	13.50-	.00	.00	.00	13.50-
404060002	TR	MISC	11/08/11	3	SHANNON HOLKUM		CUST DOESN'T HAVE TR REFUND			
					PREVIOUS	.00	.00	.00	.00	.00
					ADJUSTMENT	13.50-	.00	.00	.00	13.50-
					CURRENT	13.50-	.00	.00	.00	13.50-
906800502	WA	LEAK	11/08/11	1	DONNE PORTER		LEAK ADJ			
					PREVIOUS	160.00	10.36	.00	.00	170.36
					ADJUSTMENT	70.00-	8.33-	.00	.00	78.33-
					CURRENT	90.00	2.03	.00	.00	92.03

FROM 11/01/2011 TO 11/30/2011

ACCOUNT #	SERV	ADJ	ADJ DATE	PERIOD	NAME	COMMENT	MISC SERV	MISC TAX	MISC PEN	TOTAL
			SERVICE		TAX	PENALTY				
921061002	PR	MISC	11/08/11	1	DEBBIE POWELL (LL)	PR OVERCHARGED				
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		27.00-		.00	.00	.00	.00	.00	27.00-
	CURRENT		27.00-		.00	.00	.00	.00	.00	27.00-
921061002	SC	MISC	11/08/11	1	DEBBIE POWELL (LL)	SC OVERCHARGED				
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		2.10-		.00	.00	.00	.00	.00	2.10-
	CURRENT		2.10-		.00	.00	.00	.00	.00	2.10-
340011201	WA	MISC	11/09/11	1	ELIZABETH/DAVID CHANDLER	FINAL READ OF 76 WAS NOT ENTERED				
	PREVIOUS		19747.00		1286.71	.00	.00	.00	.00	21033.71
	ADJUSTMENT		19723.00-		1285.02-	.00	.00	.00	.00	21008.02-
	CURRENT		24.00		1.69	.00	.00	.00	.00	25.69
118160104	WA	MISC	11/14/11	1	DEIDRA MOORE	ADJ DUE TO BUSTED PIPES				
	PREVIOUS		30.00		.68	.00	.00	.00	.00	30.68
	ADJUSTMENT		8.00-		.00	7.75-	.00	.00	.00	15.75-
	CURRENT		22.00		.68	7.75-	.00	.00	.00	14.93
180052003	WA	PNLT	11/14/11	1	AARON B/ALISON BERKSHIRE	Returned check plus penalty				
	PREVIOUS		57.46-		.00	.00	.00	.00	.00	57.46-
	ADJUSTMENT		.00		.00	25.00	119.45	.00	.00	144.45
	CURRENT		57.46-		.00	25.00	119.45	.00	.00	86.99
602800201	SE	LEAK	11/14/11	1	ANDERSON/GOODWYN					
	PREVIOUS		57.38		.00	.00	.00	.00	.00	57.38
	ADJUSTMENT		33.17-		.00	.00	.00	.00	.00	33.17-
	CURRENT		24.21		.00	.00	.00	.00	.00	24.21
602800201	SE	LEAK	11/14/11	2	ANDERSON/GOODWYN					
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		14.93-		.00	.00	.00	.00	.00	14.93-
	CURRENT		14.93-		.00	.00	.00	.00	.00	14.93-
602800201	SE	LEAK	11/14/11	3	ANDERSON/GOODWYN					
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		10.37-		.00	.00	.00	.00	.00	10.37-
	CURRENT		10.37-		.00	.00	.00	.00	.00	10.37-
602800201	SE	LEAK	11/14/11	4	ANDERSON/GOODWYN	ADJ SE IS RELATED TO WA				
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		10.37-		.00	.00	.00	.00	.00	10.37-
	CURRENT		10.37-		.00	.00	.00	.00	.00	10.37-
602800201	WA	LEAK	11/14/11	1	ANDERSON/GOODWYN					
	PREVIOUS		24.00		1.79	.00	.00	.00	.00	25.79
	ADJUSTMENT		12.00-		.00	.00	.00	.00	.00	12.00-
	CURRENT		12.00		1.79	.00	.00	.00	.00	13.79
602800201	WA	LEAK	11/14/11	2	ANDERSON/GOODWYN					
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		4.00-		.00	.00	.00	.00	.00	4.00-
	CURRENT		4.00-		.00	.00	.00	.00	.00	4.00-
602800201	WA	LEAK	11/14/11	3	ANDERSON/GOODWYN					
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		2.00-		.00	.00	.00	.00	.00	2.00-
	CURRENT		2.00-		.00	.00	.00	.00	.00	2.00-
602800201	WA	LEAK	11/14/11	4	ANDERSON/GOODWYN	LEAK ADJ - OUR ERROR				
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		2.00-		.00	.00	.00	.00	.00	2.00-
	CURRENT		2.00-		.00	.00	.00	.00	.00	2.00-
330028502	PR	PNLT	11/15/11	1	TERRY/GAYLE HOLCOMB					
	PREVIOUS		.00		.00	.30	.00	.00	.00	.30

FROM 11/01/2011 TO 11/30/2011

ACCOUNT #	SERV ADJ	ADJ DATE	PERIOD	NAME		COMMENT			
		SERVICE		TAX	PENALTY	MISC SERV	MISC TAX	MISC PEN	TOTAL
				ADJUSTMENT	.00	.00	.30-		
				CURRENT	.00	.00	.00		.30-
330028502	SE PNLT	11/15/11	1	TERRY/GAYLE HOLCOMB					
				PREVIOUS	.00	.00	2.28		
				ADJUSTMENT	.00	.00	2.28-		
				CURRENT	.00	.00	.00		2.28-
330028502	TR PNLT	11/15/11	1	TERRY/GAYLE HOLCOMB					
				PREVIOUS	.00	.00	1.35		
				ADJUSTMENT	.00	.00	1.35-		
				CURRENT	.00	.00	.00		1.35-
330028502	WA PNLT	11/15/11	1	TERRY/GAYLE HOLCOMB					
				PREVIOUS	.00	.00	7.29		
				ADJUSTMENT	.00	.00	7.29-		
				CURRENT	.00	.00	.00		7.29-
906100001	PR PNLT	11/15/11	1	LOY MANLEY					
				PREVIOUS	.00	.00	.30		
				ADJUSTMENT	.00	.00	.30-		
				CURRENT	.00	.00	.00		.30-
906100001	SE PNLT	11/15/11	1	LOY MANLEY					
				PREVIOUS	.00	.00	2.83		
				ADJUSTMENT	.00	.00	2.83-		
				CURRENT	.00	.00	.00		2.83-
906100001	TR PNLT	11/15/11	1	LOY MANLEY					
				PREVIOUS	.00	.00	1.35		
				ADJUSTMENT	.00	.00	1.35-		
				CURRENT	.00	.00	.00		1.35-
906100001	WA PNLT	11/15/11	1	LOY MANLEY					
				PREVIOUS	.00	.00	1.80		
				ADJUSTMENT	.00	.00	1.80-		
				CURRENT	.00	.00	.00		1.80-
906241601	PR PNLT	11/15/11	1	DARRYL PADDOCK					
				PREVIOUS	.00	.00	.30		
				ADJUSTMENT	.00	.00	.30-		
				CURRENT	.00	.00	.00		.30-
906241601	SE PNLT	11/15/11	1	DARRYL PADDOCK					
				PREVIOUS	.00	.00	3.28		
				ADJUSTMENT	.00	.00	3.28-		
				CURRENT	.00	.00	.00		3.28-
906241601	WA PNLT	11/15/11	1	DARRYL PADDOCK					
				PREVIOUS	.00	.00	1.80		
				ADJUSTMENT	.00	.00	1.80-		
				CURRENT	.00	.00	.00		1.80-
906242102	PR PNLT	11/15/11	1	GERALD L SWINEY					
				PREVIOUS	.00	.00	.30		
				ADJUSTMENT	.00	.00	.30-		
				CURRENT	.00	.00	.00		.30-
906242102	SE PNLT	11/15/11	1	GERALD L SWINEY					
				PREVIOUS	.00	.00	2.37		
				ADJUSTMENT	.00	.00	2.37-		
				CURRENT	.00	.00	.00		2.37-
906242102	WA PNLT	11/15/11	1	GERALD L SWINEY					
				PREVIOUS	.00	.00	2.00		
				ADJUSTMENT	.00	.00	2.00-		
				CURRENT	.00	.00	.00		2.00-

FROM 11/01/2011 TO 11/30/2011

ACCOUNT #	SERV	ADJ	ADJ DATE	PERIOD	NAME	TAX	PENALTY	COMMENT	MISC SERV	MISC TAX	MISC PEN	TOTAL
			SERVICE									
906242104	PR	PNLT	11/15/11	1	CLAY HARVEY							
		PREVIOUS				.00	.30		.00	.00	.00	.30
		ADJUSTMENT				.00	.30-		.00	.00	.00	.30-
		CURRENT				.00	.00		.00	.00	.00	.00
906242104	SE	PNLT	11/15/11	1	CLAY HARVEY							
		PREVIOUS				.00	4.20		.00	.00	.00	4.20
		ADJUSTMENT				.00	4.20-		.00	.00	.00	4.20-
		CURRENT				.00	.00		.00	.00	.00	.00
906242104	WA	PNLT	11/15/11	1	CLAY HARVEY							
		PREVIOUS				.00	2.40		.00	.00	.00	2.40
		ADJUSTMENT				.00	2.40-		.00	.00	.00	2.40-
		CURRENT				.00	.00		.00	.00	.00	.00
906242205	PR	PNLT	11/15/11	1	FRANK KAUFFMAN							
		PREVIOUS				.00	.30		.00	.00	.00	.30
		ADJUSTMENT				.00	.30-		.00	.00	.00	.30-
		CURRENT				.00	.00		.00	.00	.00	.00
906242205	SE	PNLT	11/15/11	1	FRANK KAUFFMAN							
		PREVIOUS				.00	2.37		.00	.00	.00	2.37
		ADJUSTMENT				.00	2.37-		.00	.00	.00	2.37-
		CURRENT				.00	.00		.00	.00	.00	.00
906242205	WA	PNLT	11/15/11	1	FRANK KAUFFMAN							
		PREVIOUS				.00	6.40		.00	.00	.00	6.40
		ADJUSTMENT				.00	6.40-		.00	.00	.00	6.40-
		CURRENT				.00	.00		.00	.00	.00	.00
906280101	PR	PNLT	11/15/11	1	DAVID HELTON							
		PREVIOUS				.00	.30		.00	.00	.00	.30
		ADJUSTMENT				.00	.30-		.00	.00	.00	.30-
		CURRENT				.00	.00		.00	.00	.00	.00
906280101	SE	PNLT	11/15/11	1	DAVID HELTON							
		PREVIOUS				.00	3.28		.00	.00	.00	3.28
		ADJUSTMENT				.00	3.28-		.00	.00	.00	3.28-
		CURRENT				.00	.00		.00	.00	.00	.00
906280101	TR	PNLT	11/15/11	1	DAVID HELTON							
		PREVIOUS				.00	1.35		.00	.00	.00	1.35
		ADJUSTMENT				.00	1.35-		.00	.00	.00	1.35-
		CURRENT				.00	.00		.00	.00	.00	.00
906280101	WA	PNLT	11/15/11	1	DAVID HELTON							
		PREVIOUS				.00	1.80		.00	.00	.00	1.80
		ADJUSTMENT				.00	1.80-		.00	.00	.00	1.80-
		CURRENT				.00	.00		.00	.00	.00	.00
906490001	PR	PNLT	11/15/11	1	CHARLES LATHAM							
		PREVIOUS				.00	.30		.00	.00	.00	.30
		ADJUSTMENT				.00	.30-		.00	.00	.00	.30-
		CURRENT				.00	.00		.00	.00	.00	.00
906490001	SE	PNLT	11/15/11	1	CHARLES LATHAM							
		PREVIOUS				.00	2.83		.00	.00	.00	2.83
		ADJUSTMENT				.00	2.83-		.00	.00	.00	2.83-
		CURRENT				.00	.00		.00	.00	.00	.00
906490001	TR	PNLT	11/15/11	1	CHARLES LATHAM							
		PREVIOUS				.00	1.35		.00	.00	.00	1.35
		ADJUSTMENT				.00	1.35-		.00	.00	.00	1.35-
		CURRENT				.00	.00		.00	.00	.00	.00
906490001	WA	PNLT	11/15/11	1	CHARLES LATHAM							
		PREVIOUS				.00	1.80		.00	.00	.00	1.80

UTILITY BILLING ADJUSTMENTS REPORT

FROM 11/01/2011 TO 11/30/2011

ACCOUNT #	SERV	ADJ	ADJ DATE	PERIOD	NAME	COMMENT				
			SERVICE		TAX	PENALTY	MISC SERV	MISC TAX	MISC PEN	TOTAL
					ADJUSTMENT	.00	.00	1.80-		
					CURRENT	.00	.00	.00		1.80-
906801104	PR	PNLT	11/15/11	1	DAVE ESlick/ LINDA PIPPIN		.00	.00	.00	.00
					PREVIOUS	.00	.00	.30		.30
					ADJUSTMENT	.00	.00	.30-		.30-
					CURRENT	.00	.00	.00		.00
906801104	SE	PNLT	11/15/11	1	DAVE ESlick/ LINDA PIPPIN		.00	.00	.00	.00
					PREVIOUS	.00	.00	3.28		3.28
					ADJUSTMENT	.00	.00	3.28-		3.28-
					CURRENT	.00	.00	.00		.00
906801104	WA	PNLT	11/15/11	1	DAVE ESlick/ LINDA PIPPIN		.00	.00	.00	.00
					PREVIOUS	.00	.00	1.80		1.80
					ADJUSTMENT	.00	.00	1.80-		1.80-
					CURRENT	.00	.00	.00		.00
910002601	PR	PNLT	11/15/11	1	BRENDA ALEXANDER		.00	.00	.00	.00
					PREVIOUS	.00	.00	.30		.30
					ADJUSTMENT	.00	.00	.30-		.30-
					CURRENT	.00	.00	.00		.00
910002601	SE	PNLT	11/15/11	1	BRENDA ALEXANDER		.00	.00	.00	.00
					PREVIOUS	.00	.00	4.65		4.65
					ADJUSTMENT	.00	.00	4.65-		4.65-
					CURRENT	.00	.00	.00		.00
910002601	WA	PNLT	11/15/11	1	BRENDA ALEXANDER		.00	.00	.00	.00
					PREVIOUS	.00	.00	2.80		2.80
					ADJUSTMENT	.00	.00	2.80-		2.80-
					CURRENT	.00	.00	.00		.00
910007002	PR	PNLT	11/15/11	1	AARON ALLEN		.00	.00	.00	.00
					PREVIOUS	.00	.00	.30		.30
					ADJUSTMENT	.00	.00	.30-		.30-
					CURRENT	.00	.00	.00		.00
910007002	SE	PNLT	11/15/11	1	AARON ALLEN		.00	.00	.00	.00
					PREVIOUS	.00	.00	3.28		3.28
					ADJUSTMENT	.00	.00	3.28-		3.28-
					CURRENT	.00	.00	.00		.00
910007002	TR	PNLT	11/15/11	1	AARON ALLEN		.00	.00	.00	.00
					PREVIOUS	.00	.00	1.35		1.35
					ADJUSTMENT	.00	.00	1.35-		1.35-
					CURRENT	.00	.00	.00		.00
910007002	WA	PNLT	11/15/11	1	AARON ALLEN		.00	.00	.00	.00
					PREVIOUS	.00	.00	1.60		1.60
					ADJUSTMENT	.00	.00	1.60-		1.60-
					CURRENT	.00	.00	.00		.00
910017702	PR	PNLT	11/15/11	1	DEBRA L DURHAM		.00	.00	.00	.00
					PREVIOUS	.00	.00	.30		.30
					ADJUSTMENT	.00	.00	.30-		.30-
					CURRENT	.00	.00	.00		.00
910017702	WA	PNLT	11/15/11	1	DEBRA L DURHAM		.00	.00	.00	.00
					PREVIOUS	.00	.00	2.00		2.00
					ADJUSTMENT	.00	.00	2.00-		2.00-
					CURRENT	.00	.00	.00		.00
910019302	PR	PNLT	11/15/11	1	DANNY FRIEND		.00	.00	.00	.00
					PREVIOUS	.00	.00	.30		.30
					ADJUSTMENT	.00	.00	.30-		.30-
					CURRENT	.00	.00	.00		.00

FROM 11/01/2011 TO 11/30/2011

ACCOUNT #	SERV	ADJ	ADJ DATE	PERIOD	NAME	COMMENT				
			SERVICE		TAX	PENALTY	MISC SERV	MISC TAX	MISC PEN	TOTAL
910019302	WA	PNLT	11/15/11	1	DANNY FRIEND					
		PREVIOUS			.00	5.20	.00	.00	.00	5.20
		ADJUSTMENT			.00	5.20-	.00	.00	.00	5.20-
		CURRENT			.00	.00	.00	.00	.00	.00
954046001	PR	PNLT	11/15/11	1	TOMMY MORROW					
		PREVIOUS			.00	.30	.00	.00	.00	.30
		ADJUSTMENT			.00	.30-	.00	.00	.00	.30-
		CURRENT			.00	.00	.00	.00	.00	.00
954046001	WA	PNLT	11/15/11	1	TOMMY MORROW					
		PREVIOUS			.00	4.51	.00	.00	.00	4.51
		ADJUSTMENT			.00	4.51-	.00	.00	.00	4.51-
		CURRENT			.00	.00	.00	.00	.00	.00
965008502	PR	PNLT	11/15/11	1	LINDA NELSON					
		PREVIOUS			.00	.30	.00	.00	.00	.30
		ADJUSTMENT			.00	.30-	.00	.00	.00	.30-
		CURRENT			.00	.00	.00	.00	.00	.00
965008502	TR	PNLT	11/15/11	1	LINDA NELSON					
		PREVIOUS			.00	1.35	.00	.00	.00	1.35
		ADJUSTMENT			.00	1.35-	.00	.00	.00	1.35-
		CURRENT			.00	.00	.00	.00	.00	.00
965008502	WA	PNLT	11/15/11	1	LINDA NELSON					
		PREVIOUS			.00	6.31	.00	.00	.00	6.31
		ADJUSTMENT			.00	6.31-	.00	.00	.00	6.31-
		CURRENT			.00	.00	.00	.00	.00	.00
921061002	WA	MISC	11/16/11	1	DEBBIE POWELL (LL)	adj sc & pr				
		PREVIOUS	29.10-		.00	.00	.00	.00	.00	29.10-
		ADJUSTMENT	29.10		.00	.00	.00	.00	.00	29.10
		CURRENT	.00		.00	.00	.00	.00	.00	.00
180036504	WA	PNLT	11/17/11	1	AMBER WOODS	Returned ACH plus penalty				
		PREVIOUS			.00	.00	.00	.00	.00	.00
		ADJUSTMENT			.00	25.00	54.99	.00	.00	79.99
		CURRENT			.00	25.00	54.99	.00	.00	79.99
906780101	WA	PNLT	11/17/11	1	JOSHUA I STOKES	Returned ACH plus penalty				
		PREVIOUS			.00	.00	.00	.00	.00	.00
		ADJUSTMENT			.00	25.00	69.78	.00	.00	94.78
		CURRENT			.00	25.00	69.78	.00	.00	94.78
180164103	WA	BAD	11/29/11	1	AMANDA/CHARLES HILLIS					
		PREVIOUS	12.00		.78	.00	.00	.00	.00	12.78
		ADJUSTMENT	.00		.00	.00	54.15	.00	.00	54.15
		CURRENT	12.00		.78	.00	54.15	.00	.00	66.93
200410001	WA	LEAK	11/29/11	1	TIM ANDREWS					
		PREVIOUS	74.32		1.67	.00	.00	.00	.00	75.99
		ADJUSTMENT	65.00-		.00	.00	.00	.00	.00	65.00-
		CURRENT	9.32		1.67	.00	.00	.00	.00	10.99
705920001	PR	MISC	11/29/11	1	D&R BUILDERS					
		PREVIOUS	3.00		.00	.00	.00	.00	.00	3.00
		ADJUSTMENT	3.00-		.00	.00	.00	.00	.00	3.00-
		CURRENT	.00		.00	.00	.00	.00	.00	.00
932000101	WA	BAD	11/29/11	1	CITY OF SPFLD/CHRISTINE EMRIC					
		PREVIOUS	34.00		.00	.00	.00	.00	.00	34.00
		ADJUSTMENT	289.00-		.00	.00	.00	.00	.00	289.00-
		CURRENT	255.00-		.00	.00	.00	.00	.00	255.00-
932054002	WA	LEAK	11/29/11	1	RONDA WOOD					
		PREVIOUS	56.00		3.63	.00	.00	.00	.00	59.63

FROM 11/01/2011 TO 11/30/2011

ACCOUNT #	SERV ADJ	ADJ DATE	PERIOD	NAME	COMMENT				
		SERVICE		TAX	PENALTY	MISC SERV	MISC TAX	MISC PEN	TOTAL
		ADJUSTMENT	22.00-	.00	.00	.00	.00	.00	22.00-
		CURRENT	34.00	3.63	.00	.00	.00	.00	37.63
954057501	WA LEAK	11/29/11	1	MARK MYERS					
		PREVIOUS	518.00	3.89	.00	.00	.00	.00	521.89
		ADJUSTMENT	250.00-	.00	.00	.00	.00	.00	250.00-
		CURRENT	268.00	3.89	.00	.00	.00	.00	271.89
			20272.46-	1300.48-	29.51-	347.27	.00	.00	21255.18-

*** ADJUSTMENT TOTALS ***

PREVIOUS	20435.04	1320.91	121.76	48.90	.00	.00	21926.61
ADJUSTMENT	20272.46-	1300.48-	29.51-	347.27	.00	.00	21255.18-
CURRENT	162.58	20.43	92.25	396.17	.00	.00	671.43

UTILITY BILLING ADJUSTMENTS REPORT

BAD DEBT

FROM 11/01/2011 TO 11/30/2011

ACCOUNT #	ADJ CODE	DATE	NAME	COMMENT	MISC SERV	MISC TAX	MISC PEN	TOTAL
		SERVICE	TAX					
		.00	.00	.00	.00	.00	.00	.00
** BAD DEBT TOTALS *		.00	.00	.00	.00	.00	.00	.00

ADJ DESC	SERVICE	TAX	PENALTY	MISC CHRG	MISC TAX	MISC PEN	TOTAL
ADJUSTMENTS							
BAD DEBT	289.00-	.00	.00	54.15	.00	.00	234.85-
LEAK ADJUSTMENT	495.84-	8.33-	.00	.00	.00	.00	504.17-
MISC ADJUSTMENT	19487.62-	1292.15-	7.75-	.00	.00	.00	20787.52-
PENALTY ADJUST	.00	.00	21.76-	293.12	.00	.00	271.36
*** GRAND TOTALS ***							
	20272.46-	1300.48-	29.51-	347.27	.00	.00	21255.18-

	ADJUSTMENTS	BAD DEBT	TOTAL
BAD DEBT	234.85-	.00	234.85-
LEAK ADJUSTMENT	504.17-	.00	504.17-
MISC ADJUSTMENT	20787.52-	.00	20787.52-
PENALTY ADJUST	271.36	.00	271.36
	21255.18-	.00	21255.18-

CITY OF WILLARD
BOARD OF ALDERMEN
December 5, 2011

AGENDA ITEM #7

Questions for the City Administrator, Mr. Nicholas Heatherly

**CITY OF WILLARD
BOARD OF ALDERMEN
AGENDA ITEM #8**



ACTION REQUESTED: Approval from the Board of 2ND Reading

APRIL 2012 ELECTION ORDINANCE

FIRST READING: 11-14-11
BILL NO. 11-23

SECOND READING: 12-05-11
ORDINANCE NO. 111205

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 THREE (3) 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.

AN ORDINANCE

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 THREE (3) 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.

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD AS FOLLOWS:

Section 1. The annual City election shall be held on April 3RD, 2012 as provided by Missouri Revised Statutes with the polling places, judges, and clerks, as may be provided by the County Clerk, as the same is now set forth by the Missouri Revised Statutes.

Section 2. At the said election, the following offices shall be on the ballot and filled by the election for a term of office of two years:

- One (1) Alderman for Ward I (two (2) year term)
- One (1) Alderman for Ward II (two (2) year term)
- One (1) Alderman for Ward III (two (2) year term)

Section 3. The filing deadline to be a candidate for any of the above offices to be filled at said election is 5:00 p.m. on January 17, 2012.

Section 4. The City of Willard, Missouri, is hereby authorized and directed to give notice of said election to the County Clerk of Greene County who will be responsible for causing the same to be published in a newspaper of general circulation, a notice of the time, place of holding and purpose of said election. The County Clerk will determine the dates for said election to be published in accordance with the requirements of the Missouri Revised Statutes.

Section 5. The County Clerk of Greene County is hereby designated as the election authority for the administration of the election as his duties are defined and set forth in the Missouri Revised Statutes, as amended, and that the County Clerk is hereby authorized and directed to prepare the necessary voter registration books and election forms and supplies and shall cause the same to be delivered to the judge of said election.

Section 6. The City Clerk of the City of Willard is hereby authorized and directed to and did give notice of the vacancies to be filled by said election and of the filing deadline to be a candidate. Said notice was and is to be published at least once a week for three consecutive weeks preceding the filing deadline of the 17TH day of January, 2012.

Section 7. Savings Clause. Nothing in this ordinance shall be construed to affect any suit or proceeding now pending in any court, or any rights acquired, or liability incurred, nor any cause or causes of action occurred or existing, under any act or ordinance repealed hereby. Nor shall any right or remedy of any character be lost, impaired, or affected by this ordinance. In the event of any conflict between this ordinance and any other law, regulation or ordinance, the more restrictive shall apply.

Section 8. Severability Clause. If any Section, subdivision, sentence, clause, or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The Board of Aldermen hereby declares that it would have adopted the ordinance and each Section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that any one or more Sections, subsections, sentences, clauses, or phrases be declared invalid.

Section 9. 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

First Reading: 11-14-11

Second Reading: 12-05-11

BILL NO. 11-23

ORDINANCE NO. 111205

READ TWO TIMES AND PASSED at a meeting of the Board of Aldermen of the City of Willard, Missouri, on the 5TH day of December, 2012.

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

DAVID HEMPHILL

DAVID ROGGENSEES

ED SIMMONS

TIM MAGEE

CYNDI COSBY-TRAPP

BRYAN VINCENT

APPROVED BY:

ATTESTED BY:

TOM KELTNER, MAYOR

DALE DUVALL, CITY CLERK

**CITY OF WILLARD
BOARD OF ALDERMEN
AGENDA ITEM #9**



ACTION REQUESTED: Approval from the Board of 2ND Reading

2012 BUDGET ORDINANCE

FIRST READING: 11-14-11
BILL NO. 11-24

SECOND READING: 12-05-11
ORDINANCE NO. 111205A

**AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE CITY OF WILLARD, MISSOURI
FOR THE YEAR 2012.**

First Reading: 11-14-11

Second Reading: 12-05-11

BILL NO. 11-24

ORDINANCE: 111205A

AN ORDINANCE

AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE CITY OF WILLARD,
MISSOURI FOR THE YEAR 2012.

WHEREAS, a study had been made by the Board of Aldermen as to the anticipated revenue, expenditures, and expenses of the City for the year of 2012; and

WHEREAS, one public hearing having been held, after legal notice thereof, as to the overall budget and the anticipated revenues and expenditures by categories.

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

Section 1: The City does hereby adopt the annual budget for the year 2012 set forth on the attached Schedule A, which is incorporated herein by reference as if set forth in full.

Section 2: The appropriate officers of the City are authorized to make all payments and issue checks for the City treasury in payment of items reflected in the approved budget.

Section 3: All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed in so far any portion thereof shall conflict with this Ordinance.

Section 4: Savings Clause. Nothing in this ordinance shall be construed to affect any suit or proceeding now pending in any court, or any rights acquired, or liability incurred, nor any cause or causes of action occurred or existing, under any act or ordinance repealed hereby. Nor shall any right or remedy of any character be lost, impaired, or affected by this ordinance. In the event of any conflict between this ordinance and any other law, regulation or ordinance, the more restrictive shall apply.

Section 5: Severability Clause. If any Section, subdivision, sentence, clause, or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The Board of Aldermen hereby declares that it would have adopted the ordinance and each Section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that any one or more Sections, subsections, sentences, clauses, or phases be declared invalid.

Section 6: 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 at the meeting of the Board of Aldermen of the City of Willard, Missouri, on the 5th day of December 2011.

First Reading: 11-14-11

Second Reading: 12-05-11

BILL NO. 11-24

ORDINANCE: 111205A

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

DAVID ROGGENSEES

DAVID HEMPHILL

CYNDI COSBY-TRAPP

TIM MAGEE

ED SIMMONS

BRYAN VINCENT

ATTESTED BY:

APPROVED BY:

DALE DUVALL, CITY CLERK

TOM KELTNER, MAYOR

**CITY OF WILLARD
BOARD OF ALDERMEN
AGENDA ITEM #10**



ACTION REQUESTED: Approval from the Board of 2ND Reading

REDISTRICTING OF THE WARDS ORDINANCE

FIRST READING: 11-14-11
BILL NO. 11-25

SECOND READING: 12-05-11
ORDINANCE NO. 111205B

AN ORDINANCE APPROVING A MUNICIPAL CODE AMENDMENT TO TITLE I: GOVERNMENT CODE, CHAPTER 105: ELECTIONS, SECTION 105.010: DESIGNATION OF WARDS, OF THE MUNICIPAL CODE OF THE CITY OF WILLARD PERTAINING TO ELECTIONS.

AN ORDINANCE

AN ORDINANCE APPROVING A MUNICIPAL CODE AMENDMENT TO TITLE I: GOVERNMENT CODE, CHAPTER 105: ELECTIONS, SECTION 105.010: DESIGNATION OF WARDS, OF THE MUNICIPAL CODE OF THE CITY OF WILLARD PERTAINING TO ELECTIONS.

WHEREAS, a public hearing was held on November 10, 2011 to discuss changes in ward boundaries for the City of Willard;

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

Section 1: The City does hereby amend Title I: Government Code, Chapter 105: Elections, Section 105.010: Designation of Wards as follows:

- A. There shall be three (3) wards in the City of Willard, Greene County, Missouri, Ward I, Ward II, and Ward III.
- B. The qualified voters of each ward shall elect aldermen from each ward annually, in alternating years as prescribed, who shall hold office for a period of two (2) years.
- C. The line separating the wards, for purposes of electing said Aldermen, shall hereby be established as follows:

~~[Ward I. All that property lying within the corporate limits of the City of Willard, Greene County, Missouri, and lying north of the following described line: Beginning at the intersection of the west corporate limits of said City of Willard and the south right-of-way line of U.S. Highway 160; thence easterly and southerly along said south right-of-way line to the intersection with the centerline of New Melville Road (Farm Road 84); thence easterly along the centerline of New Melville Road (Farm road 84) to the intersection with the centerline of Farm Road 105 to the north corporate limits of the City of Willard, Greene County, Missouri.]~~

~~Ward II. All that property lying within the corporate limits of the City of Willard, Greene County, Missouri, and lying south and west of the following described line: Beginning at the intersection of the west corporate limits of said City of Willard and the south right-of-way line of U.S. Highway 160; thence easterly along said south right-of-way line to the intersection with the east line of the west one half (1/2) of Section 25, Township 30 north, range 23 west; thence south along said east line of the west one half (1/2) of Section 25 and continuing south along the east line of the west one half (1/2) of Section 36, Township 30 north, range 23 west to the south corporate limits of the City of Willard, Greene County, Missouri.]~~

~~Ward III. All that property lying within the corporate limits of the City of Willard, Greene County, Missouri, and lying south and east of the following described line: Beginning at the intersection of the south corporate limits of said City of Willard and the east line of the west one half (1/2) of Section 36, Township 30 north, range 23 west; thence north along said east line of the west one half (1/2) of Section 36 and continuing north along the east line of the west one half (1/2) of Section 25, Township 30 north, range 23 west to the centerline of New Melville Road (Farm Road 84); thence easterly along the centerline of New Melville Road (Farm Road 84) to the centerline of Farm Road 105; thence north along said centerline of Farm Road 105 to the north corporate limits of the City of Willard, Greene County, Missouri.]~~

WARD I:

All that property lying within the corporate limits of the City of Willard, Greene County Missouri, and lying north of the following described line; Beginning at the intersection of the west corporate limits of said City of Willard and the south right-of-way line of U.S. Highway 160; thence easterly and southerly along and with the south right-of-way line of U.S. Highway 160 to the intersection with the centerline of Miller Road; thence northerly along and with the centerline of Miller Road to a point of intersection with the centerline of Kime

Street, also known as State Highway "O"; thence easterly along and with the centerline of Kime Street to the intersection of the east corporate limits of said City of Willard.

WARD II:

All that property lying within the corporate limits of the City of Willard, Greene County, Missouri, and lying south and west of the following described line; Beginning at the intersection of the centerline of State Highway "AB" and the southern right-of-way line of U.S. Highway 160; thence easterly along and with the south right-of-way line of U.S. Highway 160 to the intersection with the west line of the NW1/4 of SE1/4 of Section 25, Township 30 North, Range 23 West; thence south along and with the west line of NW1/4 of SE1/4 of Section 25, Township 30 North, Range 23 West to the northeast corner of the SE1/4 of the SW1/4 of Section 25, Township 30 North, Range 23 West; thence west along and with the north line of SE1/4 of the SW1/4 of Section 25, Township 30 North, Range 23 West (this is New Melville Road) to the NW corner of the SE1/4 of the SW1/4 of Section 25, Township 30 North, Range 23 West; thence south along and with the west line of the SE1/4 of the SW1/4 of Section 25, Township 30 North, Range 23 West to the NW corner of the NE1/4 of the NW1/4 of Section 36, Township 30 North, Range 23 West; thence south along and with the west line of the NE1/4 of the NW1/4 of Section 36, Township 30 North, Range 23 West a distance of 175 feet; thence S88 01'56"W a distance of 175 feet to a point identified in the field as the intersection of Berry Lane and Jeb Street in the Southridge First Addition, within the City of Willard, Greene County, Missouri; thence south along and with the centerline of Berry Lane to the intersection with the centerline of Granite Street; thence westerly along and with the centerline of Granite Street to the intersection with the centerline of Hughes Road; thence southerly along and with the centerline of Hughes Road to the intersection with Farm Road 94.

Ward III:

All that property lying within the corporate limits of the City of Willard, Greene County, Missouri, and lying east and south of the following described line; Beginning at the intersection of the centerline of Hughes road and Farm Road 94; thence northerly along and with the centerline of Hughes Road to the intersection with the centerline of Granite Street; thence easterly along and with the centerline of Granite Street to the intersection with Berry Lane; thence northerly along and with the centerline of Berry Lane to the intersection of Berry Lane and Jeb street; thence N88 01'56"E a distance of 175 feet; thence north along and with the west line of the NE1/4 of the NW1/4 of Section 36, Township 30 North, Range 23 West a distance of 175 feet to the SW corner of the SE1/4 of the SW1/4 of Section 25, Township 30 North, Range 23 West; thence continuing northerly along and with the west line of the SE1/4 of the SW1/4 of Section 25, Township 30 North, Range 23 West to the NW corner of the SE1/4 of the SW1/4 of Section 25, Township 30 North, Range 23 West; thence east along and with the north line of SE1/4 of the SW1/4 of Section 25, Township 30 North, Range 23 West to the SW corner of the NW1/4 of the SE1/4 of Section 25, Township 30 North, Range 23 West; thence north along and with the west line of the NW1/4 of the SE1/4 of Section 25, Township 30 North, Range 23 West to the intersection with the south right-of-way line of U.S. Highway 160; thence westerly along and with the southern right-of-way of U.S. Highway 160 to the intersection with the centerline of Miller Road; thence northerly along and with the centerline of Miller Road to the intersection with Kime Street, also known as State Highway "O"; thence easterly along and with the centerline of Kime Street to the intersection of the east corporate limits of said City of Willard.

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

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

Section 4: Severability Clause. If any Section, subdivision, sentence, clause, or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this

First Reading: 11-14-11
BILL NO. 11-25

Second Reading: 12-05-11
ORDINANCE NO. 111205B

ordinance. The Board of Aldermen hereby declares that it would have adopted the ordinance and each Section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that any one or more Sections, subsections, sentences, clauses, or phrases be declared invalid.

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

Approved as to form: _____
Ken Reynolds, City Attorney

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI ON THE 5th DAY OF December, 2011.

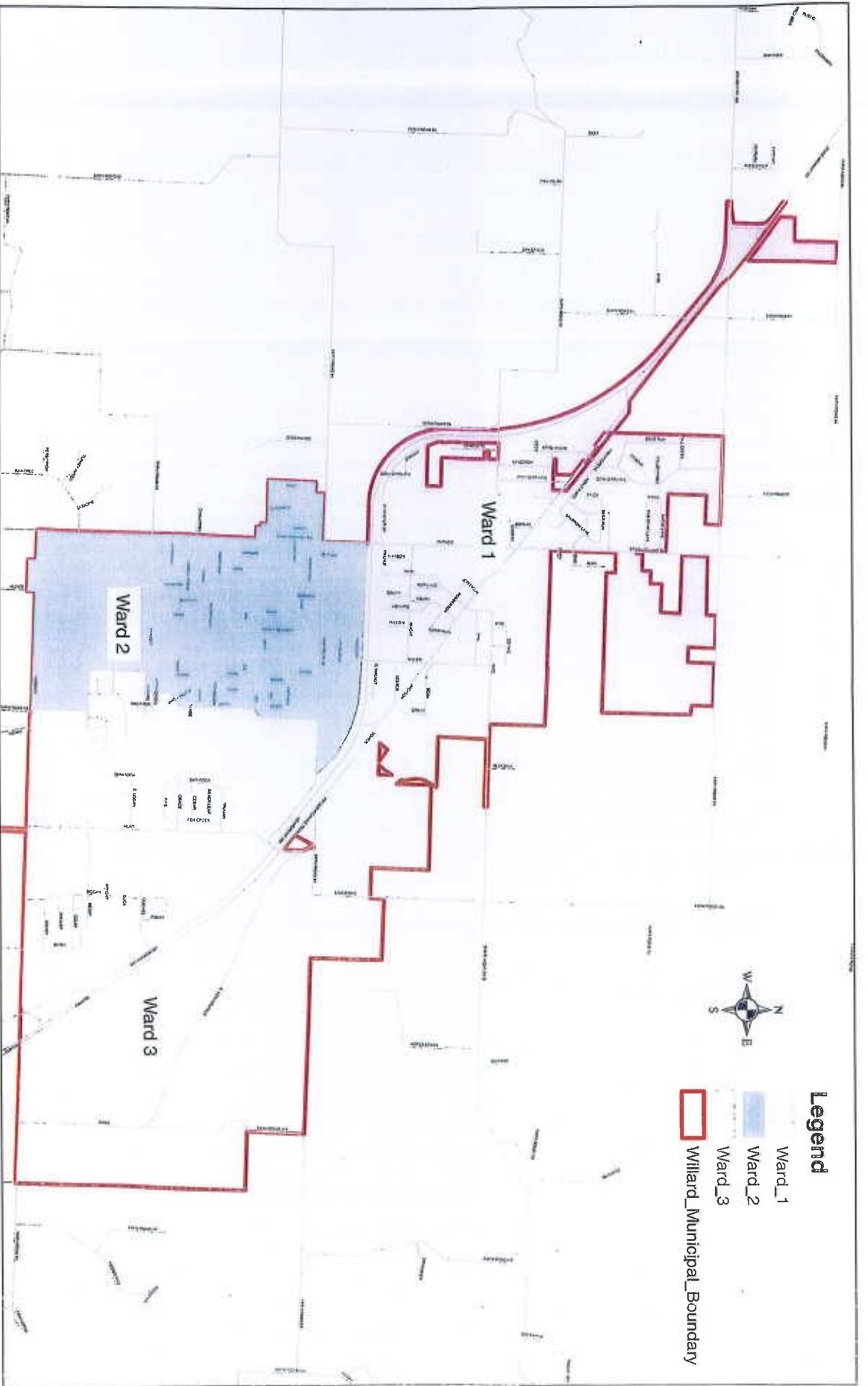
MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO
_____ CYNDI COSBY-TRAPP	_____	_____
_____ TIM MAGEE	_____	_____
_____ BRYAN VINCENT	_____	_____
_____ ED SIMMONS	_____	_____
_____ DAVID HEMPHILL	_____	_____
_____ DAVID ROGGENSEES	_____	_____

APPROVED BY:

TOM KELTNER, MAYOR

ATTEST:

DALE DUVALL, CITY CLERK



**CITY OF WILLARD
BOARD OF ALDERMEN
AGENDA ITEM #11**



ACTION REQUESTED: Approval from the Board of 2ND Reading

ORDINANCE ACCEPTING THE GOODWYN/FREEDOM BANK SUBDIVISION

FIRST READING: 11-14-11
BILL NO. 11-26

SECOND READING: 12-05-11
ORDINANCE NO. 111205C

AN ORDINANCE TO ACCEPT THE MINOR SUBDIVISION PLAT FOR THE GOODWYN/ FREEDOM BANK, AS AN ADDITION TO THE CITY OF WILLARD, GREENE COUNTY MISSOURI.

First Reading: 11-14-11

Second Reading: 12-05-11

BILL NO. 11-26

ORDINANCE NO. 111205C

AN ORDINANCE

AN ORDINANCE TO ACCEPT THE MINOR SUBDIVISION PLAT FOR THE GOODWYN/ FREEDOM BANK, AS AN ADDITION TO THE CITY OF WILLARD, GREENE COUNTY MISSOURI.

WHEREAS, the Planning and Zoning Commission of the City of Willard approved the plat of GOODWYN/FREEDOM BANK SUBDIVISION, to Willard, as a subdivision of the City of Willard, Missouri.

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

Section 1: That the plat Goodwyn/Freedom Bank Minor Subdivision, to Willard, Greene County, Missouri, as shown by the plat filed with City Clerk of the City of Willard, Missouri, is hereby accepted and approved and declared to be a minor subdivision of the City; that the plat of said property comprises the following real estate to-wit:

TRACT 1

All that part of the Northwest Quarter of the Southeast Quarter of Section 26, Township 30 North, Range 23 West, being all of the tract of land as described in a Warranty Deed by Limited Liability Company duly filed in the Greene County Recorder's Office in Deed Book 2009, Page 012081-09, all in the City of Willard, Greene County, Missouri, and being more particularly described as follows:

BEGINNING at a found 5/8" iron bar marking the Northeast corner of Lot 4 of Brayfield Village, a subdivision in the City of Willard, Greene County, Missouri, duly filed in the Greene County Recorder's Office in Plat Book PP, at Page 63; thence North 88 Degrees 11 Minutes 02 Seconds West along the North line of said Lot 4, a distance of 173.30 feet, to the Northwest corner thereof, said point being in the East line of Brayfield Estates, 1st Addition, a subdivision in the City of Willard, Greene County, Missouri, duly filed in the Greene County Recorder's Office in Plat Book JJ, at Page 26; thence North 01 Degrees 58 Minutes 48 Seconds East along the East line of said subdivision, a distance of 216.26 feet, to the Northeast corner thereof; thence North 87 Degrees 52 Minutes 02 Seconds West along the North line of said subdivision, a distance of 296.67 feet, to the Northwest corner of said subdivision, said point being in the East Right-of-Way line of State Highway AB, said point being marked by a found nail; thence North 42 Degrees 01 Minutes 56 Seconds East along said East Right-of-Way line, a distance of 68.77 feet, to a point in the same, said point being marked by a found Right-of-Way marker; thence continuing along said East Right-of-Way line North 01 Degrees 09 Minutes 35 Seconds East, a distance of 155.60 feet, to a set iron bar in the same; thence continuing along said East Right-of-Way line North 45 Degrees 05 Minutes 53 Seconds East, a distance of 41.09 feet to a point in the South Right-of-Way line of State Highway 160, said point being marked by a found Right-of-Way marker; thence South 87 Degrees 51 Minutes 00 Seconds East along said South Right-of-Way line, a distance of 398.62 feet to a point in the same, said point being marked by a found bent 1/2" iron bar, said point being the Northwest corner of a tract of land as described in a General Warranty Deed duly filed in the Greene County Recorder's Office in Deed Book 2008, *Page 037977-08*; thence departing said South Right-of-Way line, South 01 Degrees 49 Minutes 23 Seconds West along the West line of said tract of land, a distance of 453.59 feet, to the POINT OF BEGINNING and containing 139,566 square feet or 3.204 acres of land, more or less. EXCEPT any part thereof taken, deeded or used for road or highway purposes.

TRACT 2

All that part of the Southeast Quarter of Section 26, Township 30 North, Range 23 West, being all that part of the tract of land as described in the General Warranty Deed duly filed in the Greene County Recorder's Office in Deed Book 2008, Page 03977-08, all in the City of Willard, Greene County, Missouri, and being more particularly described as follows:

BEGINNING at a found 5/8" iron bar marking the Northeast corner of Lot 4 of Brayfield Village, a subdivision in the City of Willard, Greene County, Missouri, duly filed in the Greene County Recorder's Office in Plat Book PP, at Page 63, said point being the Southeast corner of the tract of land as described in a Warranty Deed by Limited Liability Company duly filed in the Greene County Recorder's Office in Deed Book 2009, Page 012081-09; thence North 01 Degrees 49 Minutes 23 Seconds West along the East line of said tract of land, a distance of 453.59 feet to a found 1/2" bent iron bar in the South Right-of-Way line of State Highway 160; thence South 87 Degrees 51 Minutes 00 Seconds East along said South Right-of-Way line, a distance of 1,153.06 feet to a point in the same, said point being the Northwest corner of the tract of land as described in the Warranty Deed duly recorded in the Greene County Recorder's Office in Deed Book 2003, Page 089393-03; thence departing said South Right-of-Way line South 02 Degrees 02 Minutes 16 Seconds West along the West line of said tract of land, any beyond, along the West line of the tract of land as described in General Warranty Deed duly filed in the Greene County Recorder's Office in Deed Book 2417, at Page 1349, and beyond, along the West line of Proctor's Addition, a subdivision in the City of Willard, Greene County Missouri, duly filed in the Greene County Recorder's Office in Plat Book II, at Page 53, a distance of 950.57 feet to a found 5/8" iron bar in the North Right-of-Way line of New Melville Road, as now established; thence departing said West line North 87 Degrees 45 Minutes 40 Seconds West along said North Right-of-Way line, a distance of 1,149.51 feet to a point in the same; thence departing said North Right-of-Way line North 01 Degrees 49 Minutes 23 Seconds East along the East line of said Brayfield Village subdivision, a distance of 495.21 feet to the POINT OF BEGINNING and containing 1,093,344 square feet or 25.100 acres of land, more or less. EXCEPT any part thereof taken, deeded or used for road or highway purposes.

Section 2: That said land above described has been subdivided as shown on the plat herewith filed.

Section 2: This ordinance is effective from and after the developers' compliance with all provisions of all ordinances of the City of Willard, Missouri, and more particularly Ordinance No. 110228A, or as hereafter amended from time to time, and this ordinance is enacted, and the plat is recorded.

Section 4: Savings Clause. Nothing in this ordinance shall be construed to affect any suit or proceeding now pending in any court, or any rights acquired, or liability incurred, nor any cause or causes of action occurred or existing, under any act or ordinance repealed hereby. Nor shall any right or remedy of any character be lost, impaired, or affected by this ordinance. In the event of any conflict between this ordinance and any other law, regulation or ordinance, the more restrictive shall apply.

Section 5: 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.

Approved as to form: _____
Ken Reynolds, City Attorney

READ TWO TIMES AND PASSED by the Board of Aldermen of the City of Willard, Missouri, on the 5th day of December 2011.

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO
_____ DAVID ROGGENSEES	_____	_____
_____ DAVID HEMPHILL	_____	_____
_____ CYNDI COSBY-TRAPP	_____	_____
_____ ED SIMMONS	_____	_____
_____ TIM MAGEE	_____	_____
_____ BRYAN VINCENT	_____	_____

APPROVED BY:

TOM KELTNER, MAYOR

ATTEST:

DALE DUVAL, CITY CLERK

**CITY OF WILLARD
BOARD OF ALDERMEN
AGENDA ITEM #12**



ACTION REQUESTED: Approval from the Board of 1st Reading

ORDINANCE APPROVING THE AMENDMENTS TO SECTIONS 400.520 AND 400.570 OF THE MUNICIPAL CODE PERTAINING TO ANIMALS.(FOWL).

FIRST READING: 11-14-11
BILL NO.

SECOND READING: 12-05-11
ORDINANCE NO.

AN ORDINANCE APPROVING A MUNICIPAL CODE AMENDMENT TO SECTION 400.520 AND SECTION 400.570 OF THE MUNICIPAL CODE OF THE CITY OF WILLARD PERTAINING TO ANIMALS.

AN ORDINANCE

AN ORDINANCE APPROVING A MUNICIPAL CODE AMENDMENT TO SECTION 400.520 AND SECTION 400.570 OF THE MUNICIPAL CODE OF THE CITY OF WILLARD PERTAINING TO ANIMALS.

WHEREAS, a public hearing was held on November 14, 2011;

WHEREAS, the Planning and Zoning Commission held a public hearing and vote on the Land Use code amendment to Section 400.520 and Section 400.570 regarding animals, which resulted in, No recommendation was given by the Commission;

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

Section 1: The City does hereby amend Title IV. Land Use, Chapter 400: Land Development Regulations, Article VI. Supplemental Use Regulations, Section 400.520 to add an additional accessory use as follows:

p. Keeping or raising of six (6) or less chicken hens.

- 1.1. The maximum number of chickens allowed is six per tract of land regardless of how many dwelling units are on the tract.
- 1.2. Only female chickens shall be allowed. There shall be no restriction on chicken breeds.
- 1.3. It shall be unlawful to engage in chicken breeding or fertilizer production for commercial purposes.
- 1.4. Slaughter may occur for personal use provided that it is conducted in a sanitary manner, does not generate noise that creates a nuisance, and is not visible from adjacent properties or any public area or right-of-way.
- 1.5. Chickens shall be kept in a secured enclosure or fenced area at all times. Chickens shall be secured within a henhouse or chicken tractor during non-daylight hours.
- 1.6. Enclosures shall be kept in a clean, dry, odor-free, neat, and sanitary condition at all times.

- 1.7. Henhouses, chicken tractors and chicken pens shall provide adequate ventilation and adequate sun and shade and shall be impermeable to rodents, wild birds, and predators, including dogs and cats.
- 1.8. Henhouses and chicken tractors shall be designed to provide safe and healthy living conditions for the chickens while minimizing adverse impacts to other residents in the neighborhood.
 - 1.8.1. A henhouse or chicken tractor shall be enclosed on all sides and shall have a roof and doors. Access doors shall be able to be shut and locked at night. Openings, windows, and vents shall be covered with predator and bird proof wire of less than one-inch openings.
 - 1.8.2. Henhouses, chicken tractors, and chicken pens shall only be located to the defined rear of the property as required by the zoning code.
 - 1.8.3. Henhouses, chicken tractors, and chicken pens shall meet zoning setback requirements for accessory structures and be located at least 25 feet from any adjacent residential dwelling, church, school, or place of business.
- 1.9. Any enclosed chicken pen shall consist of sturdy wire or wooden fencing. The pen shall be covered with wire, aviary netting, or solid roofing.
- 1.10. Odors from chickens, chicken manure, or other chicken related substances shall not be detectable at the property boundaries.
- 1.11. All uses shall operate in accordance with the noise standards contained in section 400.1530 of the land development regulations.
- 1.12. The chicken owner shall take necessary action to reduce the attraction of predators and rodents and the potential infestation of insects and parasites. Chickens found to be infested with insects and parasites that may result in unhealthy conditions to human habitation may be removed by an animal control officer.
- 1.13. The chicken owner shall provide chickens access to feed and clean water at all times. The feed and water shall be unavailable to rodents, wild birds, and predators.
- 1.14. The chicken owner shall provide for the storage and removal of chicken manure. All stored manure shall be covered by a fully enclosed structure with a

roof or lid over the entire structure. No more than three cubic feet of manure shall be stored. All other manure not used for composting or fertilizing shall be removed. The henhouse, chicken tractor, chicken pen, and surrounding area shall be kept free from trash and accumulated droppings.

1.15. No dog or cat which kills a chicken shall, for that reason alone, be considered a dangerous or aggressive animal.

1.16. It shall be unlawful for any person to keep chickens in violation of any provision of this article.

1.17. It shall be unlawful for any owner, renter, or leaseholder of property to allow chickens to be kept on the property in violation of the provisions of this article.

1.18. Any violation of this Section that constitutes a health hazard or that interferes with the use or enjoyment of neighboring property is a nuisance and may be abated under Chapter 215.

1.19. Each day that a violation of this article continues is a separate offense.

1.20. All other applicable city codes shall apply.

NOTE: Language that is **Bold and Underlined** has been added.

Section 2: The City does hereby amend Title IV. Land Use, Chapter 400: Land Development Regulations, Article VI. Supplemental Use Regulations, Section 400.570 as follows:

SECTION 400.570: ANIMALS

- A. *Household Pets.* Animals which are normally and customarily kept as household pets, as defined in Article II, are allowed in any zoning district. Provided however, that no retail or wholesale business will be conducted in conjunction with the keeping of such household pets in any district higher than the "C-2" Commercial District.
- B. *Farm Animals.* Farm animals may be kept in the "A-1" Agricultural District, "AP" Airport Zone and the "R-1" Residence District in conformance with the following requirements:
1. Farm animals may be kept in fenced pasture on unplatted land in the "AP" and "R-1" Districts, provided that such pasture shall have at least two (2) acres per animal and provided that this pasture area requirement shall not apply to suckling offspring of a cow or mare.
 2. Any covered enclosure erected or enlarged to feed or keep farm animals shall be located no less than two hundred (200) feet from the lot lines of any existing residences on adjacent properties or any adjacent platted subdivision.

3. In any "R-1" District, farm animals shall not be permitted on any tract, parcel or lot less than ten (10) acres.

Exemptions. The following use is exempt from this Subsection provided such use is in compliance with other City Codes and State and Federal Laws:

a. The keeping or raising of six (6) or less chicken hens as an accessory use.

4. In determining the number of farm animals permitted on any tract or lot, the area containing a residence, any accessory structures to the residence used by the occupants and any required yard shall not be included in the calculation of pasture area required.
5. Nothing in this Subsection shall be construed to permit the location of a confined animal feeding facility or feedlot within the City.

C. *Other Animals.* Any animal or fowl other than what may be considered a household pet as defined in Article II, shall be regulated to the district in which such use is generally or specifically allowed.

D. Offensive or noxious odors from keeping of animals or fowl. No person shall keep or allow or permit to be kept on any premises occupied by him, or under his charge or control, any animal(s) or fowl, whether in a pen or other enclosure or not, under such conditions that an offensive or noxious smell or odor shall arise there from, to the injury, annoyance or inconvenience of any person residing within 500 feet of the premise on which the animal(s) or fowl are kept.

NOTE: Language that is **Bold and Underlined** has been added.

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

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

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

First Reading: 12-05-11
BILL NO.

Second Reading: 12-19-11
ORDINANCE NO.

Approved as to form: _____
Ken Reynolds, City Attorney

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF
THE CITY OF WILLARD, MISSOURI ON THE 19TH DAY OF DECEMBER, 2011.

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO
_____ CYNDI COSBY-TRAPP	_____	_____
_____ TIM MAGEE	_____	_____
_____ BRYAN VINCENT	_____	_____
_____ ED SIMMONS	_____	_____
_____ DAVID HEMPHILL	_____	_____
_____ DAVID ROGGENSEES	_____	_____

APPROVED BY:

TOM KELTNER, MAYOR

ATTEST:

DALE DUVALL, CITY CLERK

**CITY OF WILLARD
BOARD OF ALDERMEN
AGENDA ITEM #13**



ACTION REQUESTED: Approval from the Board of 1ST Reading

ORDINANCE APPROVING THE 2011 BUDGET AMENDMENT.

FIRST READING: 12-05-11

SECOND READING: 12-19-11

AN ORDINANCE TO AUTHORIZE PASSAGE, ENFORCEMENT AND UTILIZATION OF THE 2011 BUDGET AMENDMENT.

First Reading: 12-5-11

Second Reading: 12-19-11

BILL NO.

ORDINANCE NO.

AN ORDINANCE

AN ORDINANCE TO AUTHORIZE PASSAGE, ENFORCEMENT AND UTILIZATION OF THE 2011 BUDGET AMENDMENT.

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

SECTION 1: That the 2011 Budget Amendment is attached to this Ordinance and is incorporated herein by specific reference thereto as if fully set forth herein.

SECTION 2: The 2011 Budget Amendment is adopted as the 2011 Budget.

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

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

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

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 19th day of December 2011.

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO
_____ DAVID ROGGENSEES	_____	_____
_____ DAVID HEMPHILL	_____	_____
_____ CYNDI COSBY-TRAPP	_____	_____
_____ ED SIMMONS	_____	_____
_____ TIM MAGEE	_____	_____
_____ BRYAN VINCENT	_____	_____

APPROVED BY:

ATTESTED BY:

Dale Duvall, City Clerk

Tom Keltner, Mayor

General Fund					
		2011 Budget	2010 Actual	2011 July Amended	2011 Dec Amended
Revenues					
Asset Sales		0.00	0.00	0.00	0.00
Building Permits		12,000.00	14,100.00	10,000.00	20,000.00
Cable TV Franchise		16,000.00	14,800.00	16,000.00	16,000.00
County Road & Bridge		27,500.00	27,000.00	27,500.00	27,500.00
DARE		0.00	0.00	0.00	0.00
Electric Franchise		200,000.00	202,000.00	215,000.00	236,000.00
Emergency Mgmt		0.00	0.00	0.00	0.00
Engineering Fees Rec'd		0.00	0.00	0.00	0.00
FEMA Disaster Reimb		0.00	0.00	0.00	0.00
Financial Institution Tax		1.00	1.00	3.00	3.00
Gas Franchise		45,000.00	42,100.00	48,000.00	45,000.00
Grant Revenues		0.00	96,900.00	7,500.00	6,500.00
Interest Income		2,500.00	1,600.00	1,900.00	1,450.00
LEST		25,000.00	19,800.00	24,000.00	22,000.00
Merchants Licenses		5,000.00	4,900.00	5,000.00	3,000.00
Miscellaneous		5,000.00	10,650.00	21,150.00	24,000.00
Mobile Phone Lease		49,500.00	49,500.00	52,000.00	50,000.00
Motor Vehicle Taxes		125,000.00	122,200.00	125,000.00	125,000.00
Planning & Zoning		20,000.00	23,500.00	5,000.00	3,000.00
Real Estate Taxes		190,000.00	185,300.00	190,000.00	146,400.00
Recycle Center Income		0.00	0.00	250.00	250.00
Sales & Use Tax		400,000.00	375,900.00	390,000.00	390,000.00
Sales Tax - Cap Improv		0.00	0.00	0.00	0.00
Special Event Income		0.00	0.00	0.00	0.00
State LET Acct		500.00	600.00	500.00	500.00
Traffic Court Fines		100,000.00	105,300.00	75,000.00	62,000.00
Trash Income		0.00	0.00	0.00	61,440.00
Transfers In - Out		0.00	0.00	0.00	0.00
		1,223,001.00	1,296,151.00	1,213,803.00	1,240,043.00

General City Gov't		2011 Budget	2010 Actual	2011 July Amended	2011 Dec Amended
Expenses					
Advertising		1,500.00	1,300.00	1,200.00	1,060.00
Audit Fee		12,500.00	3,200.00	15,300.00	22,000.00
Bldg Maintenance		0.00	50.00	0.00	0.00
Capital Asset Exp		0.00	4,350.00	5,100.00	6,000.00
Contract Labor		5,000.00	11,000.00	10,000.00	9,500.00
Dues & Subscriptions		1,000.00	2,250.00	1,800.00	2,200.00
Election Expense		2,500.00	2,900.00	2,800.00	3,000.00
Engineering Expense		0.00	0.00	0.00	0.00
Group Insurance		15,500.00	21,350.00	19,000.00	14,400.00
Insurance		10,000.00	12,500.00	10,500.00	25,700.00
Legal		30,000.00	41,200.00	30,000.00	34,000.00
Professional		7,500.00	12,500.00	13,000.00	18,000.00
Misc Expense		0.00	500.00	2,800.00	2,800.00
Office Supplies		5,000.00	11,600.00	8,500.00	9,550.00
Payroll Taxes		6,375.00	5,500.00	6,750.00	6,860.00
Repairs & Maint		2,000.00	1,800.00	2,000.00	2,000.00
Retirement Plan		4,500.00	9,350.00	6,200.00	6,400.00
Salaries		83,300.00	72,175.00	88,500.00	89,600.00
Salaries - Overtime		0.00	0.00	0.00	0.00
Special Event		0.00	0.00	0.00	0.00
Supplies		5,000.00	4,600.00	7,500.00	11,000.00
Telephone		8,000.00	10,600.00	8,000.00	12,900.00
Travel & Training		2,500.00	2,500.00	2,500.00	3,500.00
Utilities - Electric		4,500.00	4,600.00	4,500.00	4,875.00
Utilities - Gas		2,000.00	1,320.00	2,000.00	1,500.00
Utilities - Other		750.00	550.00	750.00	350.00
Vehicle Expense - Gas		1,000.00	125.00	1,000.00	1,450.00
Vehicle Expense - Other		500.00	225.00	500.00	200.00
		210,925.00	238,045.00	250,200.00	288,845.00

		2011 Budget	2010 Actual	2011 Amended	2011 Dec Amended
Public Safety					
Advertising		0.00	0.00	0.00	0.00
Building Expense		1,000.00	600.00	1,000.00	100.00
Capital Asset Exp		0.00	18,150.00	1,000.00	1,800.00
Contract Labor		1,000.00	1,400.00	100.00	50.00
CVC Fees Paid		6,000.00	5,800.00	4,000.00	4,000.00
Court Automation Fees		6,000.00	5,700.00	4,000.00	4,000.00
DARE		1,000.00	1,000.00	1,000.00	1,000.00
Dues & Subs		500.00	1,000.00	300.00	300.00
Group Insurance		52,000.00	56,400.00	60,000.00	47,500.00
Insurance		22,500.00	22,000.00	5,000.00	16,600.00
Interest		1,975.00	18,450.00	1,975.00	1,975.00
Lease Payments		31,000.00	14,000.00	31,000.00	31,000.00
Legal		30,000.00	30,400.00	20,000.00	18,000.00
Professional		7,500.00	13,400.00	7,500.00	11,000.00
Miscellaneous		0.00	0.00	1,000.00	1,000.00
Office Expense		4,000.00	3,900.00	4,000.00	3,000.00
Payroll Taxes		31,750.00	29,800.00	31,525.00	31,525.00
POST Fund		850.00	825.00	600.00	600.00
Repairs/maint		5,000.00	11,600.00	3,500.00	1,000.00
Retirement Plan		23,000.00	18,000.00	20,000.00	18,500.00
Salaries		415,000.00	390,000.00	412,000.00	408,000.00
Salaries - Overtime		0.00	0.00	1,000.00	500.00
Special Event		0.00	150.00	0.00	0.00
Supplies		8,000.00	5,700.00	8,000.00	7,000.00
Telephone		12,000.00	11,700.00	12,000.00	13,250.00
Travel/Training		5,000.00	2,600.00	5,000.00	3,500.00
Uniforms		6,500.00	7,150.00	6,500.00	6,500.00
Utilities - Electric		3,800.00	3,700.00	3,800.00	4,500.00
Utilities - Gas		3,000.00	2,500.00	3,000.00	2,500.00
Utilities - Other		1,000.00	500.00	1,500.00	1,200.00
Vehicle Exp - Gas		28,000.00	27,400.00	28,000.00	30,000.00
Vehicle Exp - Other		14,000.00	11,600.00	14,000.00	13,000.00
		721,375.00	715,425.00	692,300.00	682,900.00

		2011 Budget	2010 Actual	2011 Jul Amended	2011 Dec Amended
Streets					
Expenses					
Advertising		0.00	150.00	0.00	0.00
Bldg Maintenance		0.00	0.00	0.00	100.00
Capital Asset Exp		0.00	1,110.00	22,000.00	22,000.00
Contract Labor		3,000.00	4,200.00	3,000.00	2,400.00
Group Insurance		8,000.00	4,300.00	5,000.00	4,500.00
Insurance		3,000.00	4,700.00	2,000.00	1,600.00
Miscellaneous Exp		15,000.00	10,000.00	2,000.00	1,600.00
Paving		10,000.00	1,900.00	10,000.00	7,500.00
Payroll Taxes		3,100.00	3,550.00	3,600.00	2,300.00
Recycle Center Expense		0.00	0.00	0.00	5,678.00
Repairs & Maintenance		3,000.00	4,200.00	1,500.00	1,000.00
Retirement Plan		2,200.00	2,300.00	2,200.00	1,150.00
Salaries		40,000.00	46,400.00	28,600.00	28,600.00
Salaries - Overtime		0.00	0.00	0.00	0.00
Stormwater		5,000.00	0.00	5,000.00	0.00
Street Lights		55,000.00	51,000.00	55,000.00	51,000.00
Supplies		8,000.00	13,600.00	10,000.00	11,000.00
Trash Expense		0.00	0.00	0.00	30,000.00
Travel & Training		0.00	0.00	0.00	25.00
Tree Maintenance		6,400.00	1,400.00	6,400.00	1,500.00
Utilities - Electric		3,500.00	3,000.00	3,500.00	3,500.00
Utilities - Gas		2,000.00	150.00	1,000.00	1,800.00
Utilities - Other		4,500.00	5,200.00	7,500.00	2,000.00
Vehicle Exp - Gas		8,000.00	9,600.00	4,000.00	12,000.00
Vehicle Exp - Other		3,000.00	5,300.00	4,000.00	2,500.00
		182,700.00	172,060.00	176,300.00	193,753.00

Planning & Development					
		2011 Budget	2010 Actual	2011 July Amended	2011 Dec Amended
Expenses					
Advertising		0.00	0.00	0.00	0.00
Capital Asset Exp		0.00	0.00	0.00	0.00
Contract Labor		9,000.00	13,000.00	4,000.00	4,000.00
Dues & Subscriptions		100.00	50.00	100.00	150.00
Group Insurance		4,000.00	4,000.00	4,000.00	3,600.00
Insurance		0.00	0.00	0.00	0.00
Legal		0.00	0.00	0.00	0.00
Professional		5,000.00	4,000.00	3,000.00	500.00
Miscellaneous		0.00	78,375.00	0.00	0.00
Office Supplies		500.00	450.00	500.00	100.00
Payroll Taxes		2,825.00	3,600.00	2,825.00	3,200.00
Repairs & Maintenance		500.00	725.00	250.00	0.00
Retirement Plan		1,900.00	2,925.00	1,900.00	1,700.00
Salaries		36,850.00	46,800.00	36,829.00	41,600.00
Stormwater Planning		10,000.00	1,000.00	5,000.00	500.00
Supplies		1,000.00	0.00	0.00	0.00
Telephone		1,100.00	1,000.00	1,000.00	800.00
Travel & Training		500.00	450.00	250.00	160.00
Vehicle Expense - Gas		750.00	100.00	500.00	300.00
Vehicle Expense - Other		750.00	260.00	2,000.00	2,000.00
		74,775.00	156,735.00	62,154.00	58,610.00

		2011 Budget	2010 Actual	2011 July Amended	2011 Dec Amended
Emergency Management					
Advertising		0.00	0.00	0.00	0.00
Capital Asset Exp		0.00	0.00	0.00	0.00
Contract Labor		0.00	0.00	0.00	0.00
Dues & Subscrip		100.00	25.00	0.00	0.00
Group Insurance		0.00	250.00	0.00	0.00
Insurance		0.00	0.00	0.00	0.00
Legal		0.00	0.00	0.00	0.00
Professional		10,000.00	475.00	0.00	735.00
Miscellaneous		0.00	0.00	0.00	0.00
Office Supplies		0.00	275.00	0.00	10.00
Payroll Taxes		1,425.00	1,300.00	2,625.00	1,300.00
Repairs & Maint		500.00	2,000.00	0.00	0.00
Retirement		0.00	0.00	0.00	0.00
Salaries		18,500.00	17,000.00	25,000.00	17,000.00
Salaries-Overtime		0.00	0.00	0.00	0.00
Supplies		1,000.00	1,050.00	1,000.00	750.00
Telephone		1,000.00	1,000.00	750.00	525.00
Travel & Training		500.00	600.00	250.00	400.00
Veh Expense - Gas		0.00	0.00	0.00	300.00
Veh Expense - Ot		0.00	0.00	0.00	0.00
		33,025.00	23,975.00	29,625.00	21,020.00

2011 Beginning Balance					\$388,363.00
2011 Projected Income					\$1,240,043.00
Reserves Used					\$10,000.00
Total					\$1,638,406.00
2011 Projected Expenditures					\$1,245,128.00
2011 Projected Ending Balance					\$393,278.00

Water Fund					
			2010	2011 July	2011 Dec
Revenues		2011 Budget	Budget	Amended	Amended
Asset Sales		0.00	0.00	0.00	0.00
Certificates of Part		100,000.00	0.00	100,000.00	0.00
Grant Receipts		0.00	0.00	0.00	700.00
Interest Income		5,000.00	3,500.00	2,500.00	2,500.00
Meter Installations		20,000.00	18,500.00	10,000.00	7,000.00
Miscellaneous		2,500.00	3,100.00	2,500.00	19,500.00
Penalty Income		35,000.00	39,000.00	45,000.00	41,000.00
Trash Income		145,000.00	140,500.00	165,000.00	113,250.00
Water Sales-Comm		40,000.00	38,800.00	40,000.00	40,000.00
Water Sales-Resi		745,000.00	745,200.00	725,000.00	730,000.00
		1,092,500.00	988,600.00	1,090,000.00	953,950.00

		2011	2010	2011 July	2011 Dec
Expenses		Budget	Actual	Amended	Amended
Advertising		1,000.00	750.00	0.00	800.00
Audit Expense		10,000.00	10,100.00	0.00	10,725.00
Cap Asset Exp		35,000.00		35,000.00	0.00
Contract Labor		2,500.00	9,600.00	4,000.00	3,500.00
Depreciation		133,909.00	166,300.00	105,000.00	104,500.00
Dues		500.00	850.00	250.00	0.00
Equipment		2,500.00	0.00	1,000.00	0.00
Fiscal Agent Fees		2,000.00	800.00	2,000.00	2,000.00
Group Insurance		27,500.00	28,700.00	29,500.00	37,550.00
Insurance		16,000.00	13,000.00	5,000.00	13,000.00
Interest Expense		69,500.00	62,825.00	69,500.00	69,300.00
Legal		3,000.00	4,000.00	1,500.00	1,000.00
Professional		7,500.00	11,650.00	15,000.00	17,000.00
Miscellaneous		0.00	0.00	4,750.00	23,000.00
Office Supplies		12,000.00	21,000.00	15,000.00	17,500.00
Payroll Taxes		15,500.00	14,000.00	17,200.00	17,250.00
Principal Payments		37,500.00	70,000.00	37,500.00	37,500.00
Repairs/Maintenance		20,000.00	85,900.00	90,000.00	105,000.00
Retirement		10,000.00	11,550.00	9,000.00	8,000.00
Salaries		225,000.00	183,000.00	225,000.00	225,500.00
Salaries - Overtime		5,000.00	600.00	0.00	0.00
Supplies		20,000.00	68,000.00	20,000.00	37,000.00
Supplies - Project		50,000.00	0.00	10,000.00	0.00
Trash Expense		135,000.00	134,000.00	150,000.00	136,000.00
Travel/Train		2,500.00	2,000.00	3,000.00	3,000.00
Utilities - Electric		65,000.00	60,975.00	60,000.00	60,000.00
Utilities - Gas		0.00	0.00	0.00	0.00
Utilities - Other		4,500.00	3,375.00	4,500.00	3,500.00
Vehicle Exp - Gas		10,000.00	9,225.00	10,000.00	9,500.00
Vehicle Exp - Other		3,000.00	2,400.00	1,500.00	2,500.00
		925,909.00	974,600.00	925,200.00	944,625.00

			2010 Budget	2011 July Amended	2011 Dec Amended
Sewer Fund					
Income					
Devel Lift St Fees		0.00	0.00	0.00	0.00
Asset Sales		0.00	0.00	0.00	0.00
COP		100,000.00	125,000.00	100,000.00	0.00
Hook-up Fees Rec		24,000.00	22,500.00	5,000.00	6,000.00
Interest Income		8,500.00	8,000.00	2,500.00	1,000.00
Misc Income		1,000.00	1,000.00	100.00	0.00
Penalty Income		35,000.00	32,000.00	20,000.00	23,000.00
Sewer Sales		768,000.00	763,000.00	850,000.00	923,000.00
		936,500.00	951,500.00	977,600.00	953,000.00

Expenses		2011 Budget	2010 Budget	2011 July Amended	2011 Dec Amended
Advertising		500.00	400.00	0.00	250.00
Audit		10,000.00	4,000.00	0.00	10,800.00
Cap Asset Exp		75,000.00		75,000.00	0.00
Contract Labor		1,500.00	1,000.00	2,000.00	2,500.00
Depreciation		141,600.00	134,000.00	134,000.00	134,000.00
Dues & Subscr		500.00	500.00	0.00	0.00
Equipment		3,500.00	0.00	1,000.00	0.00
Fiscal Agent Fees		3,000.00	3,000.00	3,000.00	3,000.00
Group Insurance		27,500.00	25,300.00	29,500.00	17,000.00
Hook-up Expense		7,000.00	7,500.00	2,500.00	0.00
Insurance		20,000.00	18,000.00	4,000.00	9,000.00
Interest Expense		79,000.00	80,600.00	79,000.00	69,700.00
Legal		3,000.00	2,500.00	1,500.00	1,000.00
Professional		5,000.00	5,000.00	20,000.00	8,000.00
Miscellaneous		0.00	0.00	0.00	8,000.00
Office Supplies		7,000.00	6,000.00	10,000.00	15,000.00
Payroll Taxes		15,500.00	20,000.00	17,250.00	17,250.00
Principal Payments		57,500.00	40,000.00	57,500.00	57,500.00
Repairs & Maint		15,000.00	15,000.00	30,000.00	50,000.00
Retirement		10,000.00	14,300.00	10,000.00	7,500.00
Salaries		225,000.00	254,000.00	225,000.00	225,500.00
Salaries - Overtime		5,000.00	3,000.00	0.00	0.00
Spfd Sewer Charges		240,000.00	230,000.00	260,000.00	270,000.00
Supplies		25,000.00	25,000.00	15,000.00	10,000.00
Supplies - Project		30,000.00	100,000.00	20,000.00	0.00
Travel & Training		2,500.00	2,000.00	3,000.00	1,700.00
Utilities - Electric		48,000.00	46,500.00	52,500.00	45,000.00
Utilities - Other		10,000.00	9,000.00	12,000.00	12,000.00
Vehicle Exp - Gas		12,000.00	10,000.00	10,000.00	9,500.00
Vehicle Exp - Other		4,000.00	3,000.00	4,000.00	3,000.00
		1,083,600.00	1,059,600.00	1,077,750.00	987,200.00

Summary			Cash and Reserves		
2011 Beg Balance			\$1,058,864.40		
2011 Projected Income			\$1,906,950.00		
Reserves Used			\$175,000.00		
Total			\$3,140,814.40		
2011 Projected Expenses			\$1,931,825.00		
Projected Transfers Out			\$150,000.00		
2011 Projected Ending Balance			\$1,058,989.40		

Summary			All Assets		
2011 Beg Balance			\$6,121,119.00		
2011 Projected Income			\$1,906,950.00		
Total			\$8,028,069.00		
2011 Projected Expense			\$2,081,825.00		
2011 Projected Ending Balance			\$5,946,244.00		

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Park Fund					
		2011 Budget	2010 Actual	2011 July Amended	2011 Dec Amended
Revenues					
Adult Programs		13,000.00	13,000.00	15,000.00	13,000.00
Advertising Income		18,000.00	18,000.00	18,000.00	15,000.00
Capital Asset Sales		0.00	0.00	0.00	0.00
Cert of Participation		0.00	1,999,286.00	0.00	0.00
Concession Income		45,000.00	40,000.00	45,000.00	40,000.00
Fourth of July		2,000.00	1,625.00	3,500.00	4,300.00
Grant Receipts		0.00	0.00	7,500.00	6,560.00
Interest Income		1,500.00	1,200.00	100.00	100.00
Misc Income		10,000.00	15,000.00	1,500.00	1,100.00
Mobile Phone Tower		0.00	0.00	9,850.00	10,000.00
Park Fees		2,500.00	2,200.00	0.00	500.00
Real Estate Taxes		58,000.00	59,500.00	58,000.00	45,000.00
Facility Income		30,000.00	32,000.00	30,000.00	32,000.00
Sales Tax		432,000.00	428,500.00	450,000.00	434,200.00
Sales Tax Capital Impro		145,000.00	140,000.00	160,000.00	200,000.00
Swim Pool Income		100,000.00	105,000.00	110,000.00	106,000.00
Youth Programs		150,000.00	120,850.00	115,000.00	105,000.00
		1,007,000.00	2,976,161.00	1,023,450.00	1,012,760.00

		2011 Budget	2010 Actual	2011 July Amended	2011 Dec Amended
Expenses					
Advertising		3,500.00	3,000.00	1,000.00	550.00
Building Maint		5,500.00	5,250.00	1,500.00	500.00
Capital Asset Exp		0.00	2,001,689.00	0.00	3,065.00
Cap Asset Exp - Equip		5,000.00	0.00	3,000.00	0.00
Chemicals		11,000.00	9,200.00	9,000.00	6,500.00
Concessions		25,000.00	23,200.00	21,000.00	17,000.00
Contract Labor		18,000.00	18,500.00	15,000.00	15,000.00
Dues & Subscriptions		0.00	465.00	0.00	0.00
Equipment-Sports		3,000.00	550.00	3,000.00	2,000.00
4th of July		8,000.00	6,900.00	6,750.00	7,800.00
Fiscal Agent Fees		4,500.00	4,200.00	4,500.00	3,300.00
Group Insurance		19,500.00	32,500.00	24,500.00	21,850.00
Insurance		20,000.00	22,000.00	20,000.00	19,500.00
Interest Expense		377,290.00	318,100.00	377,290.00	264,180.00
Landscaping		1,500.00	550.00	1,500.00	1,300.00
Lease Payments		300,000.00	117,811.00	300,000.00	135,000.00
Legal		2,000.00	2,400.00	500.00	300.00
Professional		14,000.00	12,500.00	14,000.00	16,500.00
Miscellaneous Exp		1,000.00	1,050.00	500.00	400.00
Office Supplies		9,500.00	9,350.00	7,500.00	5,500.00
Payroll Taxes		26,500.00	25,850.00	25,245.00	24,300.00
Repairs & Maintenance		20,000.00	11,100.00	10,000.00	9,000.00
Retirement Plan		10,500.00	8,100.00	9,400.00	9,000.00
Salaries - Full Time		195,500.00	168,350.00	180,000.00	163,000.00
Salaries - Seasonal		150,000.00	168,000.00	150,000.00	154,500.00
Salaries-Overtime		3,000.00	1,000.00	1,000.00	0.00
Supplies - General		14,000.00	12,900.00	13,000.00	16,000.00
Supplies - Sports		15,000.00	21,050.00	18,000.00	18,000.00
Supplies - Aquatic		5,000.00	3,850.00	6,000.00	7,000.00
Supplies - Special Activity		10,000.00	16,225.00	4,500.00	6,800.00
Supplies - Grounds		3,000.00	200.00	1,500.00	800.00
Telephone		10,000.00	11,800.00	10,000.00	12,000.00
Travel & Training		0.00	825.00	0.00	1,200.00
Turf Maintenance		2,000.00	0.00	1,000.00	0.00
Utilities - Electric		45,000.00	47,275.00	40,000.00	50,000.00
Utilities - Gas		7,500.00	7,000.00	8,500.00	7,000.00
Utilities - Other		2,000.00	1,700.00	0.00	250.00
Vehicle Expense - Gas		2,000.00	1,050.00	4,000.00	4,000.00
Vehicle Expense - Other		2,500.00	2,625.00	4,000.00	2,200.00
		1,351,790.00	3,098,115.00	1,296,685.00	1,005,295.00

Summary					
2011 Beginning Balance				-\$135,155.30	
2011 Projected Income				\$1,012,760.00	
Total				877,604.70	
2011 Projected Expenditures				\$1,005,295.00	
Payments Due to Other Funds				\$525,000.00	
2011 Projected Ending Balance				-\$652,690.30	

**CITY OF WILLARD
BOARD OF ALDERMEN
AGENDA ITEM #14**



ACTION REQUESTED: Approval from the Board of 1st Reading

ORDINANCE APPROVING THE AGREEMENT FOR THE WILLARD R-II SCHOOL DISTRICT TO PURCHASE SALT FROM THE CITY OF WILLARD.

FIRST READING: 11-14-11
BILL NO.

SECOND READING: 12-05-11
ORDINANCE NO.

AUTHORIZING the Mayor, or his designee, on behalf of the City of Willard, to execute an intergovernmental cooperative agreement between the City of Willard and the Willard R-2 School District for the purpose of allowing the District to purchase salt for snow and ice removal from the City of Willard.

First Reading: _____ Second Reading: _____

Council Bill No.: _____ Ordinance No.: _____

AN ORDINANCE

AUTHORIZING the Mayor, or his designee, on behalf of the City of Willard, to execute an intergovernmental cooperative agreement between the City of Willard and the Willard R-2 School District for the purpose of allowing the District to purchase salt for snow and ice removal from the City of Willard.

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

Section 1: That the Mayor, or his designee, on behalf of the City of Willard, Missouri is hereby authorized to execute an intergovernmental cooperative agreement with the Willard R-2 School District for the purpose of allowing the District to purchase salt for snow and ice removal from the City of Willard.

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

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI ON THE ____ DAY OF _____, 2011.

APPROVED BY: _____, MAYOR

ATTEST: _____, City Clerk

Approved as to form: _____, City Attorney

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

CINDY COSBY-TRAPP

TIM MAGEE

BRYAN VINCENT

ED SIMMONS

DAVID HEMPHILL

DAVID ROGGENSEES

INTERGOVERNMENTAL COOPERATIVE AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____, 2011, between the City of Willard (hereinafter referred to as "City") and the Willard R-2 School District (hereinafter referred to as "District").

WHEREAS, Section 70.220, RSMo (2000) authorizes governments and political subdivisions to cooperate with one another in various matters; and

WHEREAS, the City is agreeable to purchase and store for the District, rock salt for which the District will use to dispense on their properties to aid in their snow and ice removal program; and

WHEREAS, the District is agreeable to purchase the salt from the City at the same price it has acquired it from the Greene County Highway Department, or through other bidding processes, upon submittal of an invoice from the City; and

WHEREAS, both the City and the District recognize the mutual benefit to the community to cooperate in these matters;

NOW THEREFORE, the parties do hereby mutually covenant and agree as follows:

1. The City, barring limitations related to budgetary constraints, agrees to purchase salt on an annual basis for use as an anti-icing agent during periods of snow and ice accumulation on the public transportation system and to store said salt in City facilities for use by both the City and the District.
2. The District agrees to reimburse the City within thirty (30) days of receipt of an invoice from the City, for any salt they acquire, at the same price the City has purchased it. Copies of the bid documents, or invoice to the City, shall be provided to the District to establish the purchase price.
3. Nothing contained herein shall require the District to purchase any specific quantity of salt nor are they required to purchase salt on an annual basis.

IN WITNESS WHEREOF, the parties have caused this agreement to be duly executed the day and year first above written.

Willard R-2 School District

City of Willard, Missouri

By: _____
Superintendent

Mayor

Attest: _____

City Clerk

Approved as to form: _____, City Attorney

**CITY OF WILLARD
BOARD OF ALDERMEN
AGENDA ITEM #15**



ACTION REQUESTED: Approval from the Board of 1st Reading

ORDINANCE APPROVING THE AMENDMENT TO ORDINANCE NO.111114B PAGE 4, DUE TO A SCRIVENERS ERROR.

FIRST READING: 12-05-11
BILL NO.

SECOND READING: 12-19-11
ORDINANCE NO.

AN ORDINANCE APPROVING A MUNICIPAL CODE AMENDMENT TO ORDINANCE NO. 111114B OF THE MUNICIPAL CODE OF THE CITY OF WILLARD PERTAINING TO THE 2012 SALES TAX BALLOT ISSUE.

First Reading: _____

Second Reading: _____

BILL NO: _____

ORDINANCE NO: _____

AN ORDINANCE approving an amendment to the attachment to Ordinance No. 11114b to correct a scrivener's error all pertaining to the 2012 sales tax ballot issue.

WHEREAS, on November 14, 2011, the Board of Aldermen of the City of Willard read, agreed and passed Ordinance No. 1114b pertaining to the calling of a special election in the City of Willard to be held on Tuesday, February 7, 2012; and

WHEREAS, upon submittal of the ordinance to the County Clerk of Greene County, Missouri, it was determined that the language and text in the attached form of the Notice of Special Election did not match that of the language contained within ordinance; and

WHEREAS, the County Clerk of Greene County, Missouri directed the City Clerk of the City of Willard to make corrections to the Notice of Special Election to ensure consistency of the two documents; and

WHEREAS, the language in Ordinance No. 11114b is not being amended; only that of the attached form of the Notice of Special Election; and

WHEREAS, this amendment has no affect on the purpose of Ordinance No. 11114b calling for a special election.

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

Section 1: The City does hereby amend the form of the Notice of Special Election to read as follows:

NOTICE OF SPECIAL ELECTION

Notice is hereby given to the qualified voters of the City of Willard, Missouri, that, pursuant to an ordinance duly adopted, the Board of Aldermen of the City of Willard, Missouri, has called a special election to be held in the City on Tuesday, February 7, 2012, commencing at 6:00 a.m. and ending at 7:00 p.m., for the purpose of submitting to the qualified voters of the City the question contained in the following sample ballot:

**OFFICIAL BALLOT
SPECIAL ELECTION
WILLARD, MISSOURI**

FEBRUARY 7, 2012

QUESTION

Shall the City of Willard, Missouri impose a sales tax at the rate of one-half of one percent (1/2 of 1%) for the purpose of funding capital improvements to the municipal infrastructure and facilities of the City, including, but not limited to, parks and recreation facilities, by funding the payment of all or a

First Reading: _____

Second Reading: _____

BILL NO: _____

ORDINANCE NO: _____

portion of the costs of acquiring, constructing, equipping, financing, operating and maintaining such facilities?

YES []

NO []

INSTRUCTIONS TO VOTERS: If you are in favor of the question, place an "X" in the box opposite "YES." If you are opposed to the question, place an "X" in the box opposite "NO."

The authorization of said sales tax will authorize the levy and collection of a sales tax in addition to the other taxes provided for by law, on all retail sales made in the City, which are subject to taxation under the provisions of the Sales Tax Law and upon all sales of metered water services, electricity, electrical current and natural, artificial or propane gas, wood, coal or home heating oil for domestic use only, as provided by Section 144.032 of Chapter 144 RSMo, 1986.

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.

Approved as to form: _____ Ken Reynolds, 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 _____, 2011.

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO
_____	_____	_____
CYNDI COSBY-TRAPP		
_____	_____	_____
TIM MAGEE		
_____	_____	_____
BRYAN VINCENT		
_____	_____	_____
ED SIMMONS		
_____	_____	_____
DAVID HEMPHILL		
_____	_____	_____
DAVID ROGGENSEES		

APPROVED BY:

ATTEST:

TOM KELTNER, MAYOR

City Clerk

**CITY OF WILLARD
BOARD OF ALDERMEN
AGENDA ITEM #16**



ACTION REQUESTED: Approval from the Board of 1st AND 2ND Reading

ORDINANCE APPROVING THE CONTRACT BETWEEN THE CITY OF WILLARD AND THE MISSOURI DEPARTMENT OF PUBLIC SAFETY.

FIRST READING: 12-05-11
BILL NO. 11-27

SECOND READING: 12-05-11
ORDINANCE NO. 111205C

AUTHORIZING the Mayor, or his designee, to execute a contract between the City of Willard and the Missouri Department of Public Safety for the purpose of accepting a grant from the Local Law Enforcement Block Grant program for the purpose of providing equipment to upgrade and modernize emergency vehicles of the Willard Police Department, and declaring an emergency.

First Reading: _____ Second Reading: _____

Council Bill No.: _____ Ordinance No.: _____

AN ORDINANCE

AUTHORIZING the Mayor, or his designee, to execute a contract between the City of Willard and the Missouri Department of Public Safety for the purpose of accepting a grant from the Local Law Enforcement Block Grant program for the purpose of providing equipment to upgrade and modernize emergency vehicles of the Willard Police Department, and declaring an emergency.

WHEREAS, on September 16, 2011, an application was submitted to the Missouri Department of Public Safety for funding through the Local Law Enforcement Block Grant program to provide equipment for emergency vehicle upgrade and modernization; and

WHEREAS, on November 29, 2011, the City of Willard was notified that our application had been approved and awarded in the amount of \$8,663.40; and

WHEREAS, the local match for this award will be \$962.60 plus the cost of installation which is estimated to be \$750.00; and

WHEREAS, the Missouri Department of Public Safety is requiring the contract (contract #2011-LLEBG-081) to be signed and received in their offices by no later than Friday, December 16, 2011,

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, as follows:

Section 1 – The Board of Aldermen of the City of Willard hereby authorize the Mayor and/or Chief Financial Officer to execute the contract between the City of Willard and Missouri Department of Public Safety, said contract to be substantially in form and content as that document attached hereto and incorporated herein by reference as Exhibit 1.

Section 2 – The Board of Aldermen hereby finds and declares that an emergency exists in that this ordinance relates to the application and acceptance of a grant with an agency of the State of Missouri.

Section 3 – This Ordinance will be in full force and effect from and after passage.

Passed at meeting: _____

Mayor, Tom Keltner

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 5th DAY OF December, 2011.

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

CYNDI COSBY-TRAPP

TIM MAGEE

BRYAN VINCENT

ED SIMMONS

DAVID HEMPHILL

DAVID ROGGENSEES

JEREMIAH W. (JAY) NIXON
Governor

JERRY LEE
Director



Truman Building, Room 870
Mailing Address: P.O. Box 749
Jefferson City, MO 65102-0749
Telephone: 573-751-4905
FAX: 573-751-5399
Internet Address:
<http://www.dps.mo.gov>

**STATE OF MISSOURI
DEPARTMENT OF PUBLIC SAFETY
OFFICE OF THE DIRECTOR**

November 29, 2011

Officer Travis Sanders
Willard, Police Department
PO Box 187
795 E. Hughes
Willard, MO 65781

Re: **2011-LLEBG-081**
Emergency Vehicle Upgrade and Modernization

Dear Officer Sanders:

The status of the above referenced application under the 2012 Local Law Enforcement Block Grant (LLEBG) funding opportunity has changed from "Approved" to "Awarded".

Enclosed is one (1) Award of Contract and Certified Assurance documents pertaining to your award. The Authorized Official and Project Director, as identified on the Contact Information form in your application, must sign each document. The signatures must be original – stamped signatures will not be accepted!

The following documents must be received by our office no later than **Friday, December 16, 2011**:

- ☐ Signed Award of Contract document
- ☐ Signed Certified Assurance document
- ☐ Printed copy of your 2012 LLEBG Application

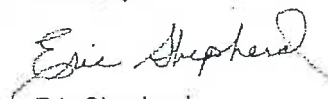
To print a copy of your LLEBG application, log into WebGrants, select "My Applications", select the appropriate application title, and select the Printer icon in your internet browser. Please do not staple your application – use a paper clip or binder clip to keep the application together.

All mail correspondence should be mailed to the attention of the CJ/LE Section. Please remember that your contract is not final until the Director of the Missouri Department of Public Safety signs it. A signed copy of the Award of Contract form and a copy of the Certified Assurances document will be made available to you for your records via the WebGrants system once finalized.

The contract period starts January 1, 2012. Items purchased before this date will not be allowed!

If you have questions or are unable to meet the above referenced deadline due to absence of the signing persons or a lengthy approval process, please contact Heather Haslag at 573-751-1318 or Sarah Verhoff at 573-526-1928.

Sincerely,


Eric Shepherd
CJ/LE Program Manager

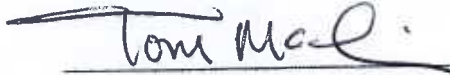
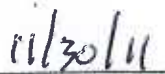
cc: File

Enclosures



MISSOURI DEPARTMENT OF PUBLIC SAFETY
OFFICE OF THE DIRECTOR
AWARD OF CONTRACT

P.O. Box 749
Jefferson City, Missouri 65102
Phone: (573) 751-4905

Program Area: 2012 Local Law Enforcement Block Grant (LLEBG) Program		Catalog of Federal Domestic Assistance (CFDA) #: 16.738
Contractor Name: Willard, Police Department		
Project Title: Emergency Vehicle Upgrade and Modernization		
Contract Period: 1/1/2012 to 6/30/2012	State/Federal Funds Awarded: \$8,663.40	Contract Number: 2011-LLEBG-081
Award is hereby made in the amount and for the period shown above to the above-mentioned Contractor. This award is subject to compliance with the general conditions governing grants and contracts, as well as, any attached Certified Assurances. This award is also subject to compliance with all current applicable federal and state laws, regulations and guidelines. The undersigned hereby certify acceptance of the above-described contract on the terms and conditions specified or incorporated by reference above and herein, including those stated in the contract application. _____ Applicant Authorized Official _____ Date  Applicant Project Director  Date		
This contract shall be in effect for the duration of the contract period stated herein, and funds shall become available on the award date with the signed return of this form to the Missouri Department of Public Safety and the signature of the Authorized Official of the Missouri Department of Public Safety. _____ Authorized Official, MO Department of Public Safety January 1, 2012 Award Date		



MISSOURI DEPARTMENT OF PUBLIC SAFETY
OFFICE OF THE DIRECTOR
LOCAL LAW ENFORCEMENT BLOCK GRANT (LLEBG)



2012 CERTIFIED ASSURANCES

Contractor Name:	Willard, Police Department	Contract Number:	2011-LLEBG-081
Project Title:	Emergency Vehicle Upgrade and Modernization		

The Applicant hereby assures and certifies compliance with all the following certified assurances:

1. The Applicant assures that it shall comply, and all its subcontractors shall comply, with the applicable provisions of the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C.), the 2012 LLEBG Solicitation, and other applicable federal and state laws, orders, circulars, or regulations.
2. **Availability of Funds:** The Applicant understands all awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.
3. **Allowable Costs:** The Applicant understands that only allowable and approved contract expenditures will be reimbursed from their LLEBG award. These monies may not be utilized to pay debts incurred by other activities. The Applicant agrees to obligate funds no later than the last day of the contract period. Any deviation from the approved contract must have prior approval from the Missouri Department of Public Safety. The Applicant certifies that all expendable and non-expendable property purchased with LLEBG funded shall be used for criminal justice purposes only.
4. **Reporting Requirements:** The Applicant agrees to complete and submit any reports required for this program as outlined in the LLEBG Solicitation. The reports requested may require reporting on fiscal and operational matters. Failure to submit reports by the deadline dates may result in delay for reimbursement requests.
5. **Monitoring:** The Applicant agrees to maintain the records necessary to evaluate the effectiveness of the project. In addition, the Applicant assures that all documentation or records relating to this contract shall be made available to monitoring representatives of the Missouri Department of Public Safety, Office of the Director, immediately upon request, if applicable. The Applicant assures that fund accounting, auditing, monitoring, and such evaluation procedures as may be necessary to keep such records as the Missouri Department of Public Safety, Office of the Director, shall prescribe, will be provided to assure fiscal control, proper management, and efficient disbursement of funds received under this contract.
6. **Non-Supplanting:** The Applicant assures that federal LLEBG grant funds made available under this contract will not be used to supplant state and local funds, but will be used to increase the amount of funds that would, in the absence of these funds, be made available for the activities of this project.
7. **Duplication of Networks:** The Applicant assures that all equipment/software requested and purchased under this contract application must be compatible with the statewide system.

All communication devices, if applicable, must be capable of operating in accordance with the guidelines established by the Missouri Homeland Security Advisory Council.
8. **Financial Guide:** The Applicant agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
9. **Procurement:** The Applicant assures that all procurement transactions whether negotiated or competitively bid and without regard to dollar value shall be conducted in a manner to provide maximum open and free competition. In addition, the Applicant assures that all procurement transactions will meet

the minimum standards set forth in the *Financial and Administrative Guidelines* section of the LLEBG solicitation and identified here:

- A. All quotations and the rationale behind the selection of a source of supply shall be retained, attached to the purchase order copy, and placed in the accounting files.
- B. Items costing less than \$3,000 may be purchased with prudence on the open market.
- C. All purchases estimated to cost between \$3,000 but less than \$24,999, shall be competitively bid, but need not be solicited by mail or advertisement.
- D. All purchases with an estimated expenditure of \$25,000 or over shall be advertised for bids in at least two daily newspapers of general circulation in such places as are most likely to reach prospective bidders at least five days before bids for such purchases are to be opened.
- E. Where only one bid or positive proposal is received, it is deemed to be sole source procurement.
 - a) Sole source procurement by a unit of local government on amounts greater than \$3,000 requires prior approval from the Missouri Department of Public Safety.
 - pppppppp) Sole source procurement by a unit of state government on amounts greater than \$3,000 requires prior approval from the Missouri Office of Administration (OA).
 - qqqqqqqq) Sole source procurement of items costing \$100,000 or more requires prior U.S. Department of Justice approval, which must be obtained by the Missouri Department of Public Safety.

10. **Audit:** The Applicant agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. This guidance states that non-federal entities that expend \$500,000 or more in federal funds (from all sources including pass-through sub-awards) in the agency's fiscal year (12-month turnaround reporting period) shall have a single organization wide audit conducted in accordance with the provisions of as further described in the OJP Financial Guide, Chapter 19, Audit Requirements. The Applicant assures it shall submit a copy of the financial audit report to the Missouri Department of Public Safety if they have met or exceeded this federal threshold.

11. **Civil Rights/EEOP:** The Applicant acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if Applicant is required to submit one pursuant to 28 CFR Section 42.302), that is approved by the Office of Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the Applicant is in compliance. Compliance of this condition will be reviewed during the monitoring site visit, if a site visit is conducted.

12. **Discrimination:** The Applicant acknowledges that federal laws prohibit recipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in respect to employment practices but also in the delivery of services or benefits. Federal law also prohibits funded programs or activities from discriminating on the basis of age in the delivery of services or benefits.

The Applicant assures that it will comply, and all of its sub-contractors will comply, with the non-discrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended (42 U.S.C. 3789d(c)(1)), Section 504 of the Rehabilitation Act (29 U.S.C. 794), Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), Title II of the Americans with Disabilities Act of 1990 (42 U.S.C. 12132), Title IX of the Education Amendments of 1972 (20 U.S.C. 1681), and the Age Discrimination Act of 1975 (42 U.S.C. 6102).

13. **Enforcing Civil Rights Laws:** The Applicant acknowledges that all recipients of Federal financial assistance, regardless of the particular source, the amount of the grant award, or the number of employees in the workforce, are subject to the prohibitions against unlawful discrimination. Accordingly, the Office for Civil Rights (OCR) investigates recipients that are the subject of discrimination complaints from both individuals and groups.

14. **Finding of Discrimination:** The Applicant assures that, in the event a federal or state court or federal or state administrative agency makes a finding of discrimination after a due process hearing on the grounds

of race, color, religion, national origin or sex against a recipient of funds, the recipient will forward a copy of the finding to the Missouri Department of Public Safety and the Office of Civil Rights Compliance (OCRC) of the Office of Justice Programs, U.S. Department of Justice.

15. **Limited English Proficiency (LEP):** The Applicant acknowledges that recipients of Federal financial assistance must take reasonable steps to provide meaningful access to their programs or activities for persons with LEP, in accordance with the U.S. Department of Justice guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S. C. For more information, visit <http://www.lep.gov>.
16. **Employment of Unauthorized Aliens:** Pursuant to Section 285.530.1 RSMo, the Applicant assures that it does not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri, and shall affirm, by sworn affidavit and provision of documentation, its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. Further, the Applicant shall sign an affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

In accordance with sections 285.525 to 285.550, RSMo a general contractor or subcontractor of any tier shall not be liable when such contractor or subcontractor contracts with its direct subcontractor who violates subsection 1 of section 285.530, RSMo if the contract binding the contractor and subcontractor affirmatively states that the direct subcontractor is not knowingly in violation of subsection 1 of section 285.530, RSMo and shall not henceforth be in such violation and the contractor or subcontractor receives a sworn affidavit under the penalty of perjury attesting to the fact that the direct subcontractor's employees are lawfully present in the United States.
17. **Lobbying:** The Applicant understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express written approval of OJP. Any violation of this prohibition is subject to a minimum \$10,000 fine for each occurrence. This prohibition applies to all activity, even if currently allowed within the parameters of the existing OMB circulars. Refer to the OJP Financial Guide, Chapter 16, Unallowable Costs for more information.
18. **Peace Officer Certification:** Where the Applicant provides funding under this contract to any law enforcement agency, the Applicant assures that the law enforcement agency is in full compliance with Sections 590.100 to 590.180, RSMo relating to peace officer certification. Section 590.180, RSMo, subsection 2 requires that, *"Any law enforcement agency which employs a peace officer who is not certified as required by sections 590.100 to 590.180 or who is otherwise in violation of any provision of section 590.100 to 590.180 shall not be eligible to receive state or federal funds which would otherwise be paid to it for purposes of training and certifying peace officers or for other law enforcement, safety, or criminal justice purposes."*
19. **UCR/Racial Profiling Reports:** Where the Applicant provides funding under this contract to any law enforcement agency, the Applicant assures that the law enforcement agency is in full compliance with the provisions of Section 43.505 RSMo relating to uniform crime reporting and Section 590.650 RSMo relating to racial profiling.
20. **Federal Seizure Audit:** Where the Applicant provides funding under this contract to any law enforcement agency, the Applicant assures that the law enforcement agency is in compliance with the provisions of Section 513.653 RSMo relating to need to acquire an independent audit of federal seizures and the proceeds received therefrom. The Applicant also agrees to forward a copy of such to the Missouri Department of Public Safety and the Missouri State Auditor's Office.
21. **Custodial Interrogations:** Where the Applicant provides funding under this contract to any law enforcement agency, the Applicant assures that the law enforcement agency is in full compliance with the provisions of Section 590.700 RSMo relating to the adoption of a written policy to record custodial

interrogations of persons suspected of committing or attempting to commit the felony crimes described in subsection 2 of this section.

22. **DWI Law:** Where the Applicant provides funding under this contract to any law enforcement agency, the Applicant assures that the law enforcement agency is in full compliance with the provisions of Section 577.005 RSMo relating to the adoption of a written policy to forward arrest information for all intoxication-related traffic offenses to the central repository as required by section 43.503 RSMo.
23. **Drug-Free Workplace Act of 1988:** The Applicant assures that it will comply, and all its subcontractors will comply, with the Drug-Free Workplace Act of 1988. The Law further requires that all individual contractors and grant recipients, regardless of dollar amount/value of the contract or grant, comply with the Law.
24. **Debarment:** This certification is required by Executive Order 12549, Debarment and Suspensions, and implemented at 28 CFR Part 67; for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510.

The Applicant certifies that it and its principles:

- A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
 - B. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
 - C. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - D. Have not within a three year period preceding this application had one or more public transactions (Federal, State, or Local) terminated for cause or default
25. **Release of Funds:** No funds will be disbursed under this contract until such time as all required documents are signed by the Authorized Official and Project Director and returned to the Missouri Department of Public Safety, Office of the Director for final review and signature by the Director or his/her designee.
 26. **Enforceability:** If a Applicant fails to comply with all applicable federal and state requirements governing these funds, the State of Missouri may withhold or suspend, in whole or in part, funds awarded under the program, or recover misspent funds following an audit. This provision is in addition to all other remedies provided to the State of Missouri for recovery of misspent funds available under all applicable state and federal laws.
 27. **Fund Availability:** It is understood and agreed upon that, in the event funds from state and/or federal sources are not appropriated and continued at an aggregate level sufficient to cover the contract costs, or in the event of a change in federal or state laws relevant to these costs, the obligations of each party hereunder shall thereupon be terminated immediately upon receipt of written notice.
 28. **Renewal:** An award of contract, entered into as a result of this application, shall not bind or purport to bind the Department of Public Safety for any contractual commitment in excess of the original contract period contained in such an award of contract. However, the Department of Public Safety shall have the right, at its sole discretion, to renew any such award of contract on a year-to-year basis. Should the Department of Public Safety exercise its right to renew the contract, the renewal shall be subject to the terms set forth by the Department of Public Safety in the documents developed for such renewal. Failure

to comply with such terms set forth by the Department of Public Safety will result in the forfeiture of such a renewal option.

29. **Termination of Award:** The Missouri Department of Public Safety, Office of the Director, reserves the right to terminate any contract entered into as a result of this application at its sole discretion and without penalty or recourse by giving written notice to the contractor of the effective date of termination. In the event of termination pursuant to this paragraph, all documents, data, and reports prepared by the contractor under the contract shall, at the option of the Missouri Department of Public Safety, become property of the State of Missouri. The contractor shall be entitled to receive just and equitable compensation for that work completed prior to the effective date of termination.

The Applicant Authorized Official and Applicant Project Director hereby certifies, by signature, the terms and conditions specified or incorporated by reference herein, including those stated in the funding opportunity solicitation.

Mayor Tom Keltner

Applicant Authorized Official Name

Applicant Authorized Official Signature

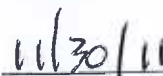
Date

Chief of Police Tom McClain

Applicant Project Director Name



Applicant Project Director Signature



Date