

CITY OF WILLARD, MISSOURI

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



MEETING AGENDA AND PACKET

BOARD OF ALDERMEN

Regular Meeting

September 13, 2010

7:00 PM - Willard City Hall

224 W. Jackson Street

Mayor

Jamie Schoolcraft

Board Members

Board President: Richard Simpson

David Hemphill

Doug Johnson

Pat Lloyd

Tim Magee

Bryan Vincent

www.cityofwillard.org

**CITY OF WILLARD
BOARD OF ALDERMEN
September 13, 2010
7:00 P.M.**

Notice posted on September 9, 2010.

Notice is hereby given that the City of Willard, Board of Aldermen will conduct a meeting at 7:00 p.m., September 13, 2010, at Willard City Hall, 224 W. Jackson, Willard, Missouri.

The tentative agenda of this meeting includes:

PLEDGE OF ALLEGIANCE

Call the meeting to order

1. Roll Call
2. Agenda Amendments/Approval of Agenda
3. Approval of Meeting Minutes;
 - a. August 23, 2010 Meeting
 - b. August 11, 2010 Meeting
4. Citizen Input (*5 minute limit per person*)
5. Chief Financial Officer Report, Karen Robson
 - a. July Financial Statements
 - b. August Unpaid Invoices
 - c. Park Loan
 - d. Employees Manual Update
 - e. Generator Purchase
 - f. Discussion of Budget Workshop
6. Police Department Report, Chief Tom McClain
7. Emergency Management Report, Stacy Winters
8. Public Works Report, Justin Reaves
9. Planning and Development Report, Randy Brown
10. Parks and Recreation Report, Kevin McDonald
11. Discussion of Building Fee Rate Increases-Randy Brown

12. Water Rates Ordinance (2nd Reading)
 - a. Citizen Input
 - b. Discussion/Vote
13. Code of Ethics Ordinance(1st and 2nd Reading)
 - a. Citizen Input
 - b. Discussion/Vote
14. Ordinance To Amend the Municipal Codes dealing with Water Service(1st Reading)
 - a. Citizen Input
 - b. Discussion/Vote
15. Old Business
16. Adjourn open session
17. CLOSED SESSION (Chapter 610.021 # 1 Legal, # 2 Real Estate and # 3 Personnel)
18. Reopen meeting
19. ADJOURN MEETING

THE TENTATIVE AGENDA OF THIS MEETING ALSO INCLUDES A VOTE TO CLOSE PART OF THE MEETING PURSUANT TO CHAPTER 610.021 (1) LEGAL, (2) REAL ESTATE, (3) PERSONNEL, REVISED STATUTES OF MISSOURI, THE SUNSHINE LAW, AS NOW EXISTING OR HEREAFTER AMENDED.

REPRESENTATIVES OF THE NEWS MEDIA MAY OBTAIN COPIES OF THIS NOTICE BY CONTACTING:

Dale Duvall
224 West Jackson
P O Box 187
Willard, MO 65781

IF YOU HAVE SPECIAL NEEDS, WHICH REQUIRE ACCOMMODATION, PLEASE NOTIFY CITY PERSONNEL AT CITY HALL. ACCOMMODATIONS WILL BE MADE FOR YOUR NEEDS.

Dale Duvall, City Clerk

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
August 23, 2010
7:00 pm**

Board present: Aldermen Richard Simpson; Aldermen David Hemphill; Mayor Jamie Schoolcraft; Aldermen Pat Lloyd; Aldermen Doug Johnson; Aldermen Tim Magee and Aldermen Bryan Vincent.

Staff in attendance: City Clerk, Dale Duvall; Chief Financial Officer, Karen Robson; Public Works Director, Justin Reaves; Parks and Recreation Director, Kevin McDonald; Director of Development, Randy Brown; Reserve Police Officer Bill Lingenfiesler; Sergeant Shannon Shipley, Parks Summer Camp Director, Katie Rummel; Assistant Parks Summer Camp Director, Whitney Rand; and City Attorney, Paul Link.

Guest present: Jim Rekus, Lucille Murray and Jared Rasmussen of Olsson Engineering.

City Attorney Doug Harpool opened the PUBLIC HEARING TO CONSIDER THE PROPERTY TAX LEVY FOR 2010, GENERAL FUND TAX LEVY IS 0.3422& PARK TAX LEVY IS 0.1047.

There was no Citizen input.
There was no Board Input.

Mayor Schoolcraft led the Pledge of Allegiance.

Mayor Schoolcraft called the meeting to order.

Roll Call

Aldermen Simpson-present; Aldermen Hemphill-present; Aldermen Lloyd-present; Mayor Schoolcraft-present; Aldermen Johnson-present; Aldermen Magee-present; and Aldermen Vincent-present.

Agenda Amendments/Approval of Agenda

Aldermen Simpson-Aye; Aldermen Hemphill-Aye; Aldermen Lloyd-Aye; Aldermen Johnson-Aye; Aldermen Magee-Aye; and Aldermen Vincent-Aye. All votes Aye.
Motion carried.

Approve Minutes of the August 23, 2010 Meeting

Aldermen Hemphill asked that the minutes be amended to reflect his comment questioning Attorney Harpool's ability to give 100% to the City when he himself stated that he does not want to be there. City Clerk, Dale Duvall stated that she would make the change and bring the minutes back to the Board at the next regular meeting.

Citizen Input

None

Financial Report-CFO Karen Robson

Karen told the Board that due to time constraints with the Auditors and other City business she was not able to finish the financials. She stated that she would bring them to the next Board meeting.

Karen did tell the Board that the paperless meetings would start next meeting and that the flash drives would be here for each Aldermen to pick up. The Mayor stated that he also wants his in paper for the meeting from and Karen informed him that we would have a copy for him here at City Hall.

MODOT Future Plan Development Letter

Randy Brown spoke to the Board and informed them that MODOT has agreed to allow a street connection on AB Hwy. and Hwy 160 for the new Freedom Bank. This is contingent on the City agreeing that no further developing will occur to the East of the property without a traffic study being done. Randy was asking for the Boards' approval for the Mayor to sign the letter agreeing to those terms. **Motion** by Aldermen Lloyd and seconded by Aldermen Simpson. Aldermen Simpson-Aye; Aldermen Hemphill-Aye; Aldermen Lloyd-Aye; Aldermen Johnson-Aye; Aldermen Magee-Aye; and Aldermen Vincent-Aye. All votes aye. Motion carried.

Freedom Bank Sketch Plan

Randy Brown explained that this was the same site plan that the Board had reviewed at the last Board meeting.

- a. Citizens Input- None
- b. Discussion-None

Motion by Aldermen Lloyd and seconded by Aldermen Simpson to approve the sketch plan. Aldermen Simpson-Aye; Aldermen Hemphill-Aye; Aldermen Lloyd-Aye; Aldermen Johnson-Aye; Aldermen Magee-Aye; and Aldermen Vincent-Aye. All votes aye. Motion carried.

2010 Real Estate Tax Levy Ordinance 1st and 2nd Reading)

BILL NO. 10-20

ORDINANCE NO. 100823

An ordinance providing for the general levy and imposition of annual tax for general municipal purposes for the year of 2010 and for imposition of annual tax for parks.

Citizen Input- None

Discussion-None

First reading by title was conducted by City Clerk, Dale Duvall. **Motion** by Aldermen Simpson and seconded by Aldermen Vincent to accept the first reading. Aldermen Simpson-Aye; Aldermen Hemphill-Aye; Aldermen Lloyd-Aye; Aldermen Johnson-Aye; Aldermen Magee-Aye; and Aldermen Vincent-Aye. All votes aye. Motion carried.

Second reading by title was conducted by City Clerk, Dale Duvall. **Motion** by Aldermen Vincent and seconded by Aldermen Johnson to accept the second reading. Aldermen Simpson-Aye; Aldermen Hemphill-Aye; Aldermen Lloyd-Aye; Aldermen Johnson-Aye; Aldermen Magee-Aye; and Aldermen Vincent-Aye. All votes aye. Motion carried.

Water Rates Ordinance (1st Reading)

BILL NO. 10-21

ORDINANCE NO. 100913

An ordinance relating to the rates to be charged for the use of water from the water works system of the City of Willard, Missouri, providing for a method for the collection of same, providing for deposits and fees for the use of water sold from said system, providing for and establishing the costs of the meter and installation, and providing penalties for the violation of said ordinance.

Citizen Input- None

Discussion-Karen answered a couple of questions from the Aldermen.

First reading by title was conducted by City Clerk, Dale Duvall. **Motion** by Aldermen Simpson and seconded by Aldermen Magee to accept the first reading. Aldermen Simpson-Aye; Aldermen Hemphill-Aye; Aldermen Lloyd-Aye; Aldermen Johnson-Aye; Aldermen Magee-Aye; and Aldermen Vincent-Aye. All votes aye. Motion carried.

Second reading will be conducted at the Board meeting on September 13, 2010.

Springfield Animal Control Agreement

Motion by Aldermen Simpson and seconded by Aldermen Lloyd to allow the Mayor to sign the agreement. Aldermen Simpson-Aye; Aldermen Hemphill-Aye; Aldermen Lloyd-Aye; Aldermen Johnson-Aye; Aldermen Magee-Aye; and Aldermen Vincent-Aye. All votes aye. Motion carried.

Adjourn

Motion made by Aldermen Lloyd and seconded by Aldermen Simpson to adjourn the open session and go into executive session pursuant to Chapter 610.021 (3) Personnel). Aldermen Simpson-Aye; Aldermen Hemphill-Aye; Aldermen Lloyd-Aye; Aldermen Johnson---; Aldermen Magee-Aye; Aldermen Vincent-Aye. All votes aye. Motion carried.

Adjourn the Executive Session

Motion made by Aldermen Johnson and seconded by Aldermen Lloyd to adjourn the executive session and go into open session and adjourn. Aldermen Simpson-Aye; Aldermen Hemphill-Aye; Aldermen Lloyd-Aye; Aldermen Johnson-Aye; Aldermen Magee-Aye; Aldermen Vincent-Aye. All votes aye. Motion carried.

Meeting adjourned at 8:15 pm.

Dale Duvall, City Clerk

Jamie Schoolcraft, Mayor

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING
August 11, 2010
7:00 pm**

Board present: Aldermen Richard Simpson, Aldermen David Hemphill, Mayor Jamie Schoolcraft, Aldermen Tim Magee, and Aldermen Bryan Vincent. Aldermen Pat Lloyd, and Aldermen Doug Johnson were not present.

Staff present: City Clerk, Dale Duvall; CFO, Karen Robson; Director of Development, Randy Brown; Emergency Management Director, Stacy Winters; Parks and Recreation Director, Kevin McDonald; Court Clerk, Linda Murray; Chief of Police, Tom McClain; Willard Reserve Officer, Bill Lingenfielser; and City Attorney, Doug Harpool.

Also in attendance: Jim Vaughn, Paul Hood, Lucille Murray, Bill Caplinger, Sherri Eldred, Roscoe Killingsworth, David Gardner of Gardner Engineering, and Jered Rasmusson of Olsson Engineering.

Sarah Overstreet with the *Willard Cross Country Times* was also in attendance.

Mayor Schoolcraft led the Pledge of Allegiance.

City Attorney Doug Harpool opened the PUBLIC HEARING TO CONSIDER A CONDITIONAL USE PERMIT TO BE ISSUED TO SHERRI ELDRED FOR AN IN-HOME DAYCARE IN R-1 DISTRICT.

There was no Citizen input.
There was **no Board Input**.

City Attorney Doug Harpool opened the PUBLIC HEARING TO CONSIDER THE PROPERTY TAX LEVY FOR 2010, GENERAL FUND TAX LEVY IS 0.3422& PARK TAX LEVY IS 0.1047.

There was no Citizen input.
There was no Board Input.

Call to Order

Mayor Schoolcraft called the meeting to order.

Roll Call

City Clerk, Dale Duvall called the roll call. Aldermen Simpson-present, Aldermen Hemphill-present, Aldermen Lloyd---, Mayor Schoolcraft-present, Aldermen Johnson---, Aldermen Magee-present, Aldermen Vincent-present.

Agenda Amendments/Approval of Agenda

Motion made by Aldermen Vincent and seconded by Aldermen Simpson to approve the agenda. Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen

Lloyd----, Aldermen Johnson----, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

Approve the Minutes of the Regular Meeting on July 26, 2010

Motion made by Aldermen Vincent and seconded by Aldermen Magee to approve the minutes. Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd----, Aldermen Johnson----, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

Approve the Minutes of the Regular Meeting on June 28, 2010

Motion made by Aldermen Vincent and seconded by Aldermen Magee to approve the minutes. Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd----, Aldermen Johnson----, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

Citizen Input

Jim Vaughn addressed the Board about his concerns for the proposed speed limit change on Jackson St. He questioned the various speed zones within the City and expressed his unhappiness over the Police patrolling of his neighborhood in regard to speeding. It is his opinion the neighborhood is not being patrolled enough.

Financial Report-CFO Karen Robson

July Outstanding Bills- Motion made by Aldermen Vincent and seconded by Aldermen Simpson to pay the outstanding bills Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd----, Aldermen Johnson----, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

Computer Service Tower Donations- Karen Robson asked the Board for permission to donate the old computers from the City to the City of Everton. **Motion** made by Aldermen Simpson and seconded by Aldermen Magee. Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd----, Aldermen Johnson----, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

Paperless Meetings- Karen Robson spoke to the Board about the feasibility of doing paperless Board meetings. This would entail either purchasing netbooks for the Aldermen that needed one or the Aldermen could use their own computer. The meeting agenda and packet could be sent via email or placed on a flash drive for the Aldermen to use. Karen Robson stated that the City would be able to save on the cost of printing the packets and the labor time that is used putting the packets together and delivering them. Aldermen Hemphill asked about the time frame for recouping of the costs and Karen stated that she estimated about (1)one year to a (1 ½) years. This time would be lessened if the City did not have to purchase six (6) netbooks. Aldermen Vincent suggested to give it a test run for the next meeting. The City Clerk will deliver the hard copy of the packets along with a flash drive for each Aldermen to try out and see what they think. **Motion** made by Aldermen Simpson and seconded by Aldermen Magee to give the flash drive a test

run along with the hard copy packet for the next meeting. Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd---, Aldermen Johnson---, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

Doors for City Hall-Karen told the Aldermen that she is looking into alternatives for the locks on the doors at City Hall. Karen is looking into price quotes for key cards for one door access for all employees as well as rekeying all of City Hall.

Police Department Report-Chief Tom McClain

Police Chief Tom McClain gave his monthly report to the Board. The Chief addressed Citizen Jim Vaughn's question regarding the speed limits in the City stating that the speed limit is determined by traffic flow and congestion. The Chief also stated that speeding issues in neighborhoods are monitored if a complaint is received.

Emergency Management Report-Stacy Winters

Stacy Winters gave his monthly report to the Board. Stacy told the Board that he is working with Roy Blunts office on possible alternative funding for the storm shelter. Stacy has also spoke with Chris Upp of Conco who is very receptive to the idea. Stacy stated that Kevin McDonald and Stacy are looking into doing fundraisers to raise money for the shelter as well.

Public Works Report-Justin Reaves

Justin Reaves was not present for the meeting. Karen Robson advised the Board that the radius at Lester and Miller had been widened to accommodate the new O'Reillys. Karen also informed the Board that the sewer issue at Park Estates was finished as well as the storm drainage on Grand Prairie by Darrell Biellier's.

Development Report-Randy Brown

Randy Brown gave his monthly report to the Board. Randy told the Board that T-Mobile is in the beginning stages of the building of the cell tower. Randy stated that P&Z had recommended the approval of the site plan and that it would be brought to the Board soon.

Parks and Recreation Report-Kevin McDonald

Kevin McDonald gave his monthly report to the Board. Kevin discussed that Mighty Mites would be using the City baseball outfield to play football this year. The City is looking into taking over the program and this will give them the ability to look into it further. Mighty Mites will cover the lighting expenses and the City will supply the concessions to be sold. Kevin told the Board that summer rentals are going well and the aquatic center has been staying very busy. Kevin told the Board that the beginning stages of the Veterans Memorial Garden have begun.

Water Rates Ordinance Discussion

Karen Robson spoke to the Board about an ordinance that she has been working on with Utilities Supervisor, Kayme Steele. The new ordinance would cut out the reminder notice of an unpaid utility bill, saving the City approximately \$500-\$1000.00 a month in costs.

Aldermen Simpson asked about the increase of the deposit to \$100.00 from \$75.00 and Karen said that the deposit was increased due to the formula of doubling the 2-3 month average. The ordinance will be brought to the Board soon.

Speed Limit Change on Jackson Street 2nd Reading

BILL NO. 10-18

ORDINANCE NO. 10081110

AN ORDINANCE APPROVING A SPEED LIMIT CHANGE ON JACKSON STREET

Citizen Input for Bill NO. 10-18

There was no citizen input.

Discussion/Approval for Bill NO 10-18

Second reading by title was conducted by City Clerk, Dale Duvall. **Motion** by Aldermen Simpson and seconded by Aldermen Hemphill to accept the second reading. Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd---, Aldermen Johnson---, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

Conditional Ues Permit for an In-Home Daycare for Sherri Eldred 1st and 2nd Reading

BILL NO. 10-19

ORDINANCE NO. 1000811A

AN ORDINANCE GRANTING A CONDITIONAL USE AND GRANTING A CONDITIONAL USE PERMIT PERMITTING AN IN-HOME DAYCARE AT 406 WATSON, WILLARD,MO, IN R-1 DISTRICT

Citizen Input for Bill NO. 10-19

There was no citizen input.

Discussion/Approval for Bill NO 10-19

First reading by title was conducted by City Clerk, Dale Duvall. **Motion** by Aldermen Simpson and seconded by Aldermen Hemphill to accept the first reading. Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd---, Aldermen Johnson---, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

Second reading by title was conducted by City Clerk, Dale Duvall. **Motion** by Aldermen Simpson and seconded by Aldermen Vincent to accept the second reading. . Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd---, Aldermen Johnson---, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

Old Business

Randy Brown spoke to the Board about the Tiger II Grant and asked that the Board sign a resolution allowing the Mayor or designee to sign the application to start the process. City Clerk, Dale Duvall read Resolution 10-2 to the Board and then a vote was taken. **Motion** by Aldermen Simpson and seconded by Aldermen Magee to accept the signing of the resolution. . Aldermen Simpson-Aye, Aldermen Hemphill-Aye, Aldermen Lloyd---, Aldermen Johnson---, Aldermen Magee-Aye, Aldermen Vincent-Aye. All votes aye. Motion carried.

Aldermen Hemphill asked why the ordinance nominating Paul Link as City Attorney was not on the agenda and the Mayor responded that the appointment had been removed from the table by the Mayor on 7/27/10. Aldermen Hemphill asked the Mayor why the City Attorney was still the appointed Attorney when Doug Harpool had stated that he did not wish to stay on as legal counsel for the City. Aldermen Hemphill also stated that the Board did not want him as legal counsel for the City. Aldermen Hemphill questioned if the city attorney could give 100% if he did not really want to be there. The Mayor told Aldermen Hemphill that he was choosing to keep Doug Harpool as the City Attorney.

Aldermen Simpson asked that the written records reflect that the Board is against this action to retain Doug Harpool and not Paul Link.

Adjourn

Motion made by Aldermen Simpson and seconded by Aldermen Magee to adjourn the open session and go into executive session pursuant to Chapter 610.021, (1) Legal and (3) Personnel). Aldermen Simpson-Aye; Aldermen Hemphill-Aye; Aldermen Lloyd---; Aldermen Johnson---; Aldermen Magee-Aye; Aldermen Vincent-Aye. All votes aye. Motion carried.

Meeting adjourned at 8:10 p.m.

Mayor Schoolcraft left at this point and was not present for closed session.

Adjourn the Executive Session

Motion made by Aldermen Hemphill and seconded by Aldermen Magee to adjourn the executive session and go into open session and adjourn. Aldermen Simpson-Aye; Aldermen Hemphill-Aye; Aldermen Lloyd---; Aldermen Johnson---; Aldermen Magee-Aye; Aldermen Vincent-Aye. All votes aye. Motion carried.

Meeting adjourned at 9:30 p.m.

Meeting adjourned.

Dale Duvall, City Clerk

Mayor Jamie Schoolcraft

CITY OF WILLARD BOARD OF ALDERMEN



AGENDA ITEM # 5a Finance Department

Action required – approval needed

ITEM DESCRIPTION:

Attached are the July, 2010 financial statements for your approval.

CITY OF WILLARD
BALANCE SHEET
GENERAL FUND
July 31, 2010

ASSETS

CURRENT ASSETS

CASH IN BANK - CHECKING	\$	21,222.09
CASH IN BANK- MID-MISSOURI BANK		19,432.05
CASH IN BANK - CD'S		72,885.19
CASH IN BANK - COURT		78.11
CASH IN BANK - JIS		3,755.71
CASH IN REPURCHASE AGREEMENT		11,611.93
TAXES RECEIVABLE		143,715.95
PETTY CASH		367.00
DUE FROM RECREATION FUND		297,686.77
TOTAL ASSETS	\$	570,754.80

LIABILITIES AND EQUITY

LIABILITIES

PAYROLL TAXES PAYABLE	\$	3,451.30
COURT TRAINING ESCROW		786.06
ESCROW ACCOUNT		8,130.49
DUE TO WATER/SEWER FUND		149,384.71
DUE TO RECREATION FUND		.00
TOTAL LIABILITIES	\$	161,752.56

EQUITY

FUND BALANCE	\$	368,313.62
NET INCOME -LOSS		40,688.62
TOTAL FUND EQUITY	\$	409,002.24

TOTAL LIABILITIES AND EQUITY	\$	570,754.80

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 7 month period ended July 31, 2010

	ANNUAL BUDGET	<--CURRENT BALANCE	--> <-- BUDGET	YEAR TO DATE BALANCE	--> <-- BUDGET	BUDGET TO DATE OVER/UNDER	--> DATE UNEXPENDED
REVENUES							
ASSET SALES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
BUILDING PERMITS	9000.00	1043.00	750.00	9868.77	5250.00	4618.77	868.77
CABLE TV FRANCHISE FEES	19000.00	3664.29	1583.33	11150.78	11083.31	67.47	-7849.22
COUNTY ROAD AND BRIDGE TA	27000.00	0.00	2250.00	26725.13	15750.00	10975.13	-274.87
ELECTRIC FRANCHISE FEES	172500.00	18937.67	14375.00	102962.11	100625.00	2337.11	-69537.89
FINANCIAL INSTITUTION TAX	100.00	0.00	8.33	0.10	58.31	-58.21	-99.90
GAS FRANCHISE FEES	68000.00	1965.57	5666.67	31903.29	39666.69	-7763.40	-36096.71
GRANT REVENUES	65000.00	0.00	5416.67	66598.23	37916.69	28681.54	1598.23
INTEREST INCOME	2000.00	159.62	166.67	958.47	1166.69	-208.22	-1041.53
LAW ENFORCEMENT SALES TAX	45000.00	0.00	3750.00	11874.00	26250.00	-14376.00	-33126.00
MERCHANTS LICENSES	2200.00	62.50	183.33	1862.50	1283.31	579.19	-337.50
MISCELLANEOUS	9000.00	3427.71	750.00	12140.02	5250.00	6890.02	3140.02
MOBILE PHONE LEASE FEES	55000.00	2998.00	4583.33	34154.02	32083.31	2070.71	-20845.98
MOTOR VEHICLE TAXES	117500.00	10619.21	9791.67	69279.41	68541.69	737.72	-48220.59
PLANNING AND ZONING	20000.00	975.00	1666.67	12444.50	11666.69	777.81	-7555.50
REAL ESTATE TAXES	175000.00	2036.80	14583.33	161365.01	102083.31	59281.70	-13634.99
SALES & USE TAX REVENUES	400000.00	28256.88	33333.33	208961.66	233333.31	-24371.65	-191038.34
SALES TAX - CAP IMP	0.00	12092.52	0.00	19358.63	0.00	19358.63	19358.63
STATE LET ACCOUNT	500.00	0.00	41.67	0.00	291.69	-291.69	-500.00
TRAFFIC COURT FINES	80000.00	9449.01	6666.67	58386.12	46666.69	11719.43	-21613.88
TRANSFERS IN -OUT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	\$ 1266800.00	\$ 95687.78	\$ 105566.67	\$ 839992.75	\$ 738966.69	\$ 101026.06	\$ -426807.25

EXPENDITURES

COMMUNITY BUILDING:

ADVERTISING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
UTILITIES-OTHER (CB)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL COMM.BLDG. EXPENS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 7 month period ended July 31, 2010

	ANNUAL BUDGET	<--CURRENT BALANCE	--> <-- BUDGET	YEAR TO DATE BALANCE	--> <-- BUDGET	BUDGET TO DATE OVER/UNDER	TO DATE UNEXPENDED
GENERAL CITY GOVERNMENT:							
ADVERTISING	\$ 1750.00	\$ 0.00	\$ 145.83	\$ 708.00	\$ 1020.81	\$ 312.81	\$ 1042.00
AUDIT FEE	2500.00	0.00	208.33	0.00	1458.31	1458.31	2500.00
BUILDING MAINTENANCE (GCG)	0.00	0.00	0.00	48.95	0.00	-48.95	-48.95
CAPITAL ASSET EXPENDITURE	4500.00	213.97	375.00	3834.42	2625.00	-1209.42	665.58
CONTRACT LABOR	3500.00	0.00	291.67	2647.50	2041.69	-605.81	852.50
DUES AND SUBSCRIPTIONS	1000.00	1407.76	83.33	1862.25	583.31	-1278.94	-862.25
ELECTION EXPENSE	2100.00	0.00	175.00	2806.56	1225.00	-1581.56	-706.56
ENGINEERING EXPENSE	2500.00	0.00	208.33	0.00	1458.31	1458.31	2500.00
GROUP INSURANCE	22000.00	1357.98	1833.33	14279.75	12833.31	-1446.44	7720.25
INSURANCE	6500.00	0.00	541.67	6515.48	3791.69	-2723.79	-15.48
LEGAL	30000.00	4326.25	2500.00	18657.09	17500.00	-1157.09	11342.91
PROFESSIONAL (GCG)	7500.00	635.56	625.00	9375.46	4375.00	-5000.46	-1875.46
MISCELLANEOUS EXPENSE	1000.00	-65.00	83.33	569.32	583.31	13.99	430.68
OFFICE SUPPLIES	8000.00	645.61	666.67	8232.97	4666.69	-3566.28	-232.97
PAYROLL TAXES	4820.00	175.18	401.67	4557.86	2811.69	-1746.17	262.14
REPAIRS AND MAINTENANCE	1500.00	170.00	125.00	1321.12	875.00	-446.12	178.88
RETIREMENT PLAN	6000.00	1022.29	500.00	6872.58	3500.00	-3372.58	-872.58
SALARIES	63000.00	2290.00	5250.00	59580.00	36750.00	-22830.00	3420.00
SPECIAL EVENT	1000.00	0.00	83.33	0.00	583.31	583.31	1000.00
SUPPLIES	5000.00	504.16	416.67	2880.59	2916.69	36.10	2119.41
TELEPHONE	7500.00	695.70	625.00	5547.19	4375.00	-1172.19	1952.81
TRAVEL AND TRAINING	1500.00	0.00	125.00	1177.63	875.00	-302.63	322.37
UTILITIES-ELECTRIC (GCG)	4000.00	433.38	333.33	2197.24	2333.31	136.07	1802.76
UTILITIES-GAS (GCG)	3000.00	0.00	250.00	1089.19	1750.00	660.81	1910.81
UTILITIES-OTHER (GCG)	1000.00	43.83	83.33	347.64	583.31	235.67	652.36
VEHICLE EXPENSES-GAS	1500.00	0.00	125.00	0.00	875.00	875.00	1500.00
VEHICLE EXPENSE-OTHER	1000.00	62.39	83.33	214.33	583.31	368.98	785.67
TOTAL GENERAL CITY EXPE	\$ 193670.00	\$ 13919.06	\$ 16139.15	\$ 155323.12	\$ 112974.05	\$ -42349.07	\$ 38346.88

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 7 month period ended July 31, 2010

	ANNUAL BUDGET	<--CURRENT BALANCE	--> <-- BUDGET	YEAR TO DATE BALANCE	--> <-- BUDGET	BUDGET TO DATE OVER/UNDER	--> DATE UNEXPENDED
LAW AND PUBLIC SAFETY:							
ADVERTISING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
BUILDING MAINTENANCE (LAW)	1000.00	0.00	83.33	606.10	583.31	-22.79	393.90
CAPITAL ASSET EXPENDITURE	6500.00	0.00	541.67	6403.81	3791.69	-2612.12	96.19
CONTRACT LABOR	250.00	0.00	20.83	161.99	145.81	-16.18	88.01
CVC FEES PAID	7500.00	1183.07	625.00	6417.78	4375.00	-2042.78	1082.22
DARE	1000.00	0.00	83.33	0.00	583.31	583.31	1000.00
DUES AND SUBSCRIPTIONS	750.00	145.00	62.50	804.50	437.50	-367.00	-54.50
GROUP INSURANCE	55400.00	3211.28	4616.67	37521.64	32316.69	-5204.95	17878.36
INSURANCE	21000.00	0.00	1750.00	13446.34	12250.00	-1196.34	7553.66
INTEREST EXPENSE (LAW)	3450.00	16550.00	287.50	18450.00	2012.50	-16437.50	-15000.00
LEASE PAYMENTS (LAW)	29000.00	0.00	2416.67	14000.00	16916.69	2916.69	15000.00
LEGAL AND PROFESSIONAL	30000.00	2251.25	2500.00	18137.75	17500.00	-637.75	11862.25
PROFESSIONAL (LAW)	7500.00	155.55	625.00	6124.09	4375.00	-1749.09	1375.91
MISCELLANEOUS EXPENSE	0.00	-60.00	0.00	-60.00	0.00	60.00	60.00
OFFICE EXPENSE (LAW)	3300.00	586.61	275.00	2333.32	1925.00	-408.32	966.68
PAYROLL TAXES	32000.00	2137.01	2666.67	16730.15	18666.69	1936.54	15269.85
POST FUND	750.00	83.73	62.50	454.69	437.50	-17.19	295.31
REPAIRS AND MAINTENANCE	15000.00	43.75	1250.00	10962.61	8750.00	-2212.61	4037.39
RETIREMENT PLAN	21000.00	1444.37	1750.00	11826.66	12250.00	423.34	9173.34
SALARIES	395000.00	27934.78	32916.67	222824.19	230416.69	7592.50	172175.81
SPECIAL EVENT EXPENSE	0.00	0.00	0.00	142.20	0.00	-142.20	-142.20
SUPPLIES	9000.00	1369.71	750.00	4362.57	5250.00	887.43	4637.43
TELEPHONE	8300.00	1011.45	691.67	6150.30	4841.69	-1308.61	2149.70
TRAVEL AND TRAINING	5000.00	461.22	416.67	2028.89	2916.69	887.80	2971.11
UNIFORMS	7150.00	7150.00	595.83	7150.00	4170.81	-2979.19	0.00
UTILITIES-ELECTRIC (LAW)	3000.00	369.47	250.00	1645.45	1750.00	104.55	1354.55
UTILITIES-GAS (LAW)	3800.00	0.00	316.67	2484.83	2216.69	-268.14	1315.17
UTILITIES-OTHER (LAW)	1000.00	0.00	83.33	200.74	583.31	382.57	799.26
VEHICLE EXPENSES-GAS	22000.00	1694.61	1833.33	15031.40	12833.31	-2198.09	6968.60
VEHICLE EXPENSE-OTHER	14000.00	441.31	1166.67	4235.41	8166.69	3931.28	9764.59
TOTAL LAW AND SAFETY EX	\$ 703650.00	\$ 68164.17	\$ 58637.51	\$ 430577.41	\$ 410462.57	\$ -20114.84	\$ 273072.59

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 7 month period ended July 31, 2010

	ANNUAL BUDGET	<--CURRENT BALANCE	--> <-- BUDGET	YEAR TO DATE BALANCE	--> <-- BUDGET	BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
STREET DEPARTMENT:							
ADVERTISING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
CAPITAL ASSET EXPENDITURE	10000.00	0.00	833.33	1108.70	5833.31	4724.61	8891.30
CONTRACT LABOR	1500.00	0.00	125.00	160.00	875.00	715.00	1340.00
GROUP INSURANCE	10000.00	281.62	833.33	2640.65	5833.31	3192.66	7359.35
INSURANCE	3250.00	0.00	270.83	3137.92	1895.81	-1242.11	112.08
PAVING	32500.00	0.00	2708.33	0.00	18958.31	18958.31	32500.00
PARKWAY PROJECT	0.00	0.00	0.00	21.99	0.00	-21.99	-21.99
PAYROLL TAXES	3500.00	91.80	291.67	3044.70	2041.69	-1003.01	455.30
REPAIRS AND MAINTENANCE	4000.00	0.00	333.33	3775.28	2333.31	-1441.97	224.72
RETIREMENT PLAN	2350.00	-787.44	195.83	-4399.24	1370.81	5770.05	6749.24
SALARIES	41600.00	1200.00	3466.67	39800.00	24266.69	-15533.31	1800.00
STORM WATER IMPROVEMENTS	5000.00	0.00	416.67	0.00	2916.69	2916.69	5000.00
STREET LIGHTS	50000.00	4189.96	4166.67	29133.19	29166.69	33.50	20866.81
SUPPLIES	12000.00	138.08	1000.00	7201.62	7000.00	-201.62	4798.38
TREE MAINTENANCE (ST)	6400.00	0.00	533.33	0.00	3733.31	3733.31	6400.00
UTILITIES-ELECTRIC (ST)	1900.00	289.77	158.33	1520.69	1108.31	-412.38	379.31
UTILITIES-GAS (ST)	2750.00	0.00	229.17	82.75	1604.19	1521.44	2667.25
UTILITIES-OTHER (ST)	4400.00	1514.06	366.67	4665.35	2566.69	-2098.66	-265.35
VEHICLE EXPENSES-GAS	5000.00	233.04	416.67	3311.30	2916.69	-394.61	1688.70
VEHICLE EXPENSE-OTHER	3000.00	408.16	250.00	2295.89	1750.00	-545.89	704.11
TOTAL STREET EXPENSES	\$ 199150.00	\$ 7559.05	\$ 16595.83	\$ 97500.79	\$ 116170.81	\$ 18670.02	\$ 101649.21

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 7 month period ended July 31, 2010

	ANNUAL BUDGET	<--CURRENT BALANCE	--> <-- BUDGET	YEAR TO DATE BALANCE	--> <-- BUDGET	BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
PLANNING & DEVELOPMENT							
CONTRACT LABOR (P&D)	10000.00	1176.00	833.33	9509.00	5833.31	-3675.69	491.00
DUES & SUBSCRIPTIONS (P&D)	0.00	0.00	0.00	8.33	0.00	-8.33	-8.33
GROUP INSURANCE (P&D)	4500.00	351.33	375.00	2212.95	2625.00	412.05	2287.05
PROFESSIONAL	10000.00	0.00	833.33	3054.20	5833.31	2779.11	6945.80
MISCELLANEOUS (P&D)	55000.00	0.00	4583.33	53932.50	32083.31	-21849.19	1067.50
OFFICE SUPPLIES (P&D)	500.00	15.49	41.67	398.61	291.69	-106.92	101.39
PAYROLL TAXES (P&D)	2300.00	275.22	191.67	2063.71	1341.69	-722.02	236.29
REPAIRS/MAINTENANCE (P&D)	1000.00	0.00	83.33	718.16	583.31	-134.85	281.84
RETIREMENT (P&D)	1700.00	201.46	141.67	1662.09	991.69	-670.40	37.91
SALARIES (P&D)	30000.00	3597.50	2500.00	26980.65	17500.00	-9480.65	3019.35
STORMWATER/PLANNING	6000.00	0.00	500.00	693.33	3500.00	2806.67	5306.67
TELEPHONE (P&D)	1300.00	146.14	108.33	735.23	758.31	23.08	564.77
TRAVEL & TRAINING (P&D)	250.00	0.00	20.83	125.00	145.81	20.81	125.00
VEHICLE EXPENSE-GAS	750.00	0.00	62.50	20.00	437.50	417.50	730.00
VEHICLE EXPENSE-OTHER	750.00	0.00	62.50	0.00	437.50	437.50	750.00
TOTAL P & D EXPENSES	\$ 124050.00	\$ 5763.14	\$ 10337.49	\$ 102113.76	\$ 72362.43	\$ -29751.33	\$ 21936.24
EMERGENCY MANAGEMENT							
GROUP INSURANCE (EM)	0.00	0.00	0.00	94.47	0.00	-94.47	-94.47
PROFESSIONAL (EM)	1000.00	0.00	83.33	466.43	583.31	116.88	533.57
OFFICE SUPPLIES (EM)	350.00	0.00	29.17	258.83	204.19	-54.64	91.17
PAYROLL TAXES (EM)	1530.00	94.36	127.50	660.16	892.50	232.34	869.84
REPAIRS/MAINTENANCE (EM)	0.00	0.00	0.00	1976.17	0.00	-1976.17	-1976.17
SALARIES (EM)	20000.00	1233.44	1666.67	9083.76	11666.69	2582.93	10916.24
SUPPLIES (EM)	2000.00	0.00	166.67	736.00	1166.69	430.69	1264.00
TELEPHONE (EM)	1000.00	33.43	83.33	-34.10	583.31	617.41	1034.10
TRAVEL & TRAINING (EM)	550.00	0.00	45.83	547.33	320.81	-226.52	2.67
VEHICLE EXPENSE-OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EMERGENCY MGMT EX	\$ 26430.00	\$ 1361.23	\$ 2202.50	\$ 13789.05	\$ 15417.50	\$ 1628.45	\$ 12640.95
TOTAL EXPENDITURES	\$ 1246950.00	\$ 96766.65	\$ 103912.48	\$ 799304.13	\$ 727387.36	\$ -71916.77	\$ 447645.87
NET INCOME -LOSS	\$ 19850.00	\$ -1078.87	\$ 1654.19	\$ 40688.62	\$ 11579.33	\$ 29109.29	\$ 20838.62

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
WATER AND SEWER FUND
July 31, 2010

ASSETS

CURRENT ASSETS

CASH IN BANK - CHECKING	\$ 43,482.37
SEWER LIFT STATION - FIXED COSTS	78,000.00
SEWER LIFT STATION - INCREMENTAL COSTS	35,770.00
SEWER LIFT STATION - VARIABLE COSTS	49,150.00
WATER/SEWER FUND TDOA	89,612.45
CASH - REVENUE BOND ESCROW	50,219.53
CASH - WATER PRINCIPAL AND INTEREST	453,629.29
CASH IN REPURCHASE AGREEMENT	34,915.92
CASH-WW/SS PRINCIPAL & INTEREST	175,651.51
DUE FROM GENERAL FUND	148,885.69
2005 CERTIFICATE FUND	150.99
2005 RESERVE FUND	49,500.00
2005 CONSTRUCTION FUND	905.34
DUE FROM RECREATION FUND	16,552.14
2008 CERTIFICATE FUND	664.50
2008 RESERVE FUND	231,187.28
2008 CONSTRUCTION FUND	283,185.06
RETURNED CHECKS	590.82
RECEIVABLE - FIRE DEPT	100,000.00
DEFERRED CHARGE-COI-2002 REFUNDING BONDS	86,776.77
TOTAL CURRENT ASSETS	\$ 1,928,829.66

FIXED ASSETS

LAND	\$ 205,894.58
EQUIPMENT	577,728.60
SEWER SYSTEM	5,067,229.80
ACCUMULATED DEPRECIATION	- 142,879.09
WATER SYSTEM	3,519,976.70
CONSTRUCTION IN PROGRESS	86,602.22
ACCUMULATED DEPRECIATION	-2,686,512.12
NET FIXED ASSETS	\$ 6,628,040.69
TOTAL ASSETS	\$ 8,556,870.35

=====

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
WATER AND SEWER FUND
July 31, 2010

LIABILITIES AND EQUITY

LIABILITIES

PAYROLL TAXES PAYABLE	\$.00
SALES TAX PAYABLE	1,608.97
MISSOURI PRIMACY TAX	227.20
WATER POLLUTION SERVICE CONNECTION FEE	30.56
CUSTOMER DEPOSITS	132,691.76
AT&T CAPITAL LEASE	1,654.88
DUE TO GENERAL FUND	- 249.50
DUE TO RECREATION FUND	2,193.40
REVENUE BONDS PAYABLE	- 120,000.00
2005 REVENUE BONDS PAYABLE	460,000.00
2003 REVENUE BONDS PAYABLE	265,000.00
2008 REVENUE BONDS PAYABLE	2,305,000.00
DEFERRED LOSS ON REFINANCING	-13,716.15
TOTAL LIABILITIES	\$ 3,034,441.12

EQUITY

CONT. CAPITAL - FED & STATE	\$.00
RETAINED EARNINGS	5,501,364.07
NET INCOME -LOSS	21,065.16
TOTAL FUND EQUITY	\$ 5,522,429.23
TOTAL LIABILITIES AND EQUITY	\$ 8,556,870.35

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
WATER AND SEWER FUND
For the 7 month period ended July 31, 2010

	ANNUAL BUDGET	<--CURRENT BALANCE	--> <-- BUDGET	YEAR TO DATE BALANCE	--> <-- BUDGET	BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
WATER DEPARTMENT							
REVENUES							
GAIN -LOSS ON ASSET SALES\$	0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
CERTIFICATES OF PARTICIPA	125000.00	0.00	10416.67	0.00	72916.69	-72916.69	-125000.00
INTEREST INCOME	3000.00	228.38	250.00	1249.26	1750.00	-500.74	-1750.74
METER INSTALLATIONS	15000.00	3275.00	1250.00	15916.00	8750.00	7166.00	916.00
MISCELLANEOUS INCOME	1000.00	0.00	83.33	1903.99	583.31	1320.68	903.99
PENALTY INCOME	25000.00	3366.57	2083.33	21177.81	14583.31	6594.50	-3822.19
TRASH INCOME	130000.00	11545.60	10833.33	78724.12	75833.31	2890.81	-51275.88
WATER SALES - COMMERCIAL	38000.00	3061.54	3166.67	22768.96	22166.69	602.27	-15231.04
WATER SALES - RESIDENTIAL	700000.00	66292.79	58333.33	417961.99	408333.31	9628.68	-282038.01
TOTAL REVENUES	\$ 1037000.00	\$ 87769.88	\$ 86416.66	\$ 559702.13	\$ 604916.62	\$ -45214.49	\$ -477297.87
EXPENSES							
ADVERTISING	\$ 1000.00	\$ 4.00	\$ 83.33	\$ 441.50	\$ 583.31	\$ 141.81	\$ 558.50
AUDIT	4000.00	0.00	333.33	0.00	2333.31	2333.31	4000.00
BUILDING MAINTENANCE (WAT	0.00	0.00	0.00	17.95	0.00	-17.95	-17.95
CONTRACT LABOR	6500.00	607.50	541.67	5527.00	3791.69	-1735.31	973.00
DEPRECIATION	105600.00	34828.04	8800.00	60949.07	61600.00	650.93	44650.93
DUES AND SUBSCRIPTIONS	500.00	0.00	41.67	187.06	291.69	104.63	312.94
FISCAL AGENT FEES	2000.00	525.00	166.67	783.86	1166.69	382.83	1216.14
GROUP INSURANCE	25300.00	1295.57	2108.33	20611.65	14758.31	-5853.34	4688.35
INSURANCE	18000.00	0.00	1500.00	6369.36	10500.00	4130.64	11630.64
INTEREST EXPENSE	62325.00	30430.32	5193.75	61763.14	36356.25	-25406.89	561.86
LEGAL AND PROFESSIONAL	5000.00	605.50	416.67	2817.50	2916.69	99.19	2182.50
PROFESSIONAL (WATER)	15000.00	406.35	1250.00	7500.91	8750.00	1249.09	7499.09
MISCELLANEOUS EXPENSE	1500.00	25179.01	125.00	11782.05	875.00	-10907.05	-10282.05
OFFICE SUPPLIES	12000.00	1967.12	1000.00	12252.85	7000.00	-5252.85	-252.85
PAYROLL TAXES	15000.00	1275.49	1250.00	7393.96	8750.00	1356.04	7606.04
REPAIRS AND MAINTENANCE	60000.00	-574.14	5000.00	59373.82	35000.00	-24373.82	626.18
RETIREMENT PLAN	13970.00	812.68	1164.17	7232.48	8149.19	916.71	6737.52
SALARIES	230000.00	16673.35	19166.67	96653.35	134166.69	37513.34	133346.65
SALARIES-OVERTIME	5000.00	0.00	416.67	0.00	2916.69	2916.69	5000.00
SUPPLIES	40000.00	1532.98	3333.33	34531.10	23333.31	-11197.79	5468.90
SUPPLIES - PROJECT	75000.00	0.00	6250.00	449.25	43750.00	43300.75	74550.75
TRASH EXPENSE	120000.00	14407.25	10000.00	79168.94	70000.00	-9168.94	40831.06
TRAVEL AND TRAINING	2500.00	0.00	208.33	1281.94	1458.31	176.37	1218.06
UTILITIES-ELECTRIC (WATER	47500.00	3761.76	3958.33	29240.85	27708.31	-1532.54	18259.15
UTILITIES-OTHER (WATER)	5000.00	320.27	416.67	2320.01	2916.69	596.68	2679.99
VEHICLE EXPENSES-GAS	10000.00	991.03	833.33	7104.70	5833.31	-1271.39	2895.30
VEHICLE EXPENSE-OTHER	3000.00	314.51	250.00	1537.15	1750.00	212.85	1462.85
TOTAL EXPENSES	\$ 885695.00	\$ 135363.59	\$ 73807.92	\$ 517291.45	\$ 516655.44	\$ -636.01	\$ 368403.55
NET INCOME -LOSS	\$ 151305.00	\$ -47593.71	\$ 12608.74	\$ 42410.68	\$ 88261.18	\$ -45850.50	\$ -108894.32

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
WATER AND SEWER FUND
For the 7 month period ended July 31, 2010

	ANNUAL BUDGET	---CURRENT BALANCE	---> <--- BUDGET	YEAR TO DATE BALANCE	---> <--- BUDGET	BUDGET TO DATE OVER/UNDER	---> <--- UNEXPENDED
SEWER DEPARTMENT							
REVENUES							
GAIN -LOSS ON ASSET SALES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
CERTIFICATE OF PARTICIPAT	125000.00	0.00	10416.67	0.00	72916.69	-72916.69	-125000.00
HOOK-UP FEES RECEIVED (SE	30000.00	0.00	2500.00	18200.00	17500.00	700.00	-11800.00
INTEREST INCOME	3000.00	91.37	250.00	573.87	1750.00	-1176.13	-2426.13
MISCELLANEOUS INCOME	1000.00	0.00	83.33	0.00	583.31	-583.31	-1000.00
PENALTY INCOME	39000.00	1647.01	3250.00	19374.75	22750.00	-3375.25	-19625.25
SEWER SALES	780000.00	66841.96	65000.00	481853.45	455000.00	26853.45	-298146.55
TOTAL REVENUES	\$ 978000.00	\$ 68580.34	\$ 81500.00	\$ 520002.07	\$ 570500.00	\$ -50497.93	\$ -457997.93

EXPENSES							
ADVERTISING	\$ 400.00	\$ 4.00	\$ 33.33	\$ 213.50	\$ 233.31	\$ 19.81	\$ 186.50
AUDIT	4000.00	0.00	333.33	0.00	2333.31	2333.31	4000.00
BUILDING MAINTENANCE (SEW	0.00	0.00	0.00	35.90	0.00	-35.90	-35.90
CONTRACT LABOR	7500.00	607.50	625.00	5677.50	4375.00	-1302.50	1822.50
DEPRECIATION	134000.00	44636.40	11166.67	78113.70	78166.69	52.99	55886.30
DUES AND SUBSCRIPTIONS	500.00	0.00	41.67	187.06	291.69	104.63	312.94
FISCAL AGENT FEES	3000.00	525.00	250.00	1533.85	1750.00	216.15	1466.15
GROUP INSURANCE	25300.00	1295.57	2108.33	20745.97	14758.31	-5987.66	4554.03
HOOK-UP EXPENSE (SEWER)	7500.00	0.00	625.00	0.00	4375.00	4375.00	7500.00
INSURANCE	18000.00	0.00	1500.00	6296.36	10500.00	4203.64	11703.64
INTEREST EXPENSE	80600.00	39940.93	6716.67	81144.37	47016.69	-34127.68	-544.37
LEGAL AND PROFESSIONAL	3500.00	605.50	291.67	2677.50	2041.69	-635.81	822.50
PROFESSIONAL (SEWER)	8000.00	326.35	666.67	6600.77	4666.69	-1934.08	1399.23
MISCELLANEOUS EXPENSE	1500.00	9900.00	125.00	10971.59	875.00	-10096.59	-9471.59
OFFICE SUPPLIES	10000.00	1957.08	833.33	11926.46	5833.31	-6093.15	-1926.46
PAYROLL TAXES	15000.00	1275.49	1250.00	7393.93	8750.00	1356.07	7606.07
REPAIRS AND MAINTENANCE	20000.00	2026.00	1666.67	19024.47	11666.69	-7357.78	975.53
RETIREMENT PLAN	14300.00	812.68	1191.67	7232.48	8341.69	1109.21	7067.52
SALARIES	230000.00	16673.35	19166.67	96653.34	134166.69	37513.35	133346.66
SALARIES-OVERTIME	3000.00	0.00	250.00	0.00	1750.00	1750.00	3000.00
SPRINGFIELD SEWER CHARGES	230000.00	0.00	19166.67	77346.98	134166.69	56819.71	152653.02
SUPPLIES	25000.00	410.45	2083.33	9436.11	14583.31	5147.20	15563.89
SUPPLIES - PROJECT	75000.00	0.00	6250.00	449.25	43750.00	43300.75	74550.75
TRAVEL AND TRAINING	2000.00	0.00	166.67	856.95	1166.69	309.74	1143.05
UTILITIES-ELECTRIC (SEWER	43000.00	6760.44	3583.33	27715.88	25083.31	-2632.57	15284.12
UTILITIES-OTHER (SEWER)	9000.00	869.02	750.00	6869.83	5250.00	-1619.83	2130.17
VEHICLE EXPENSE-GAS	10000.00	991.01	833.33	6409.48	5833.31	-576.17	3590.52
VEHICLE EXPENSE-OTHER	3000.00	314.51	250.00	1738.94	1750.00	11.06	1261.06
TOTAL EXPENSES	\$ 983100.00	\$ 129931.28	\$ 81925.01	\$ 487252.17	\$ 573475.07	\$ 86222.90	\$ 495847.83

NET INCOME -LOSS \$ -5100.00 \$ -61350.94 \$ -425.01 \$ 32749.90 \$ -2975.07 \$ 35724.97 \$ 37849.90

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
PARK FUND
July 31, 2010

ASSETS

CURRENT ASSETS

CASH IN BANK - CHECKING	\$ 9,535.38	
PARK FUND TDOA	17,756.05	
TAXES RECEIVABLE	43,996.88	
2003 COPS RESERVE	1.00	
PETTY CASH	1,200.00	
2008B PROJECT FUND	1,993,441.02	
2009 B CERTIFICATE FUND	2,214.38	
2008 RESERVE FUND	301,000.00	
2008 COST OF ISSUANCE	9,237.50	
PROJECT PLAYGROUND	1,161.00	
YOUTH SCHOLARSHIPS	3,115.65	
FACILITY RENOVATION GRANTS	5,038.75	
TOTAL ASSETS		\$ 2,369,066.81

=====

LIABILITIES AND EQUITY

PAYROLL TAXES PAYABLE	\$.00	
DUE TO GENERAL FUND	297,686.77	
DUE TO WATER/SEWER FUND	16,552.14	
MID-MISSOURI BANK	200,000.00	
TOTAL LIABILITIES		\$ 514,238.91

EQUITY

FUND BALANCE	\$ 1,988,790.22	
NET INCOME -LOSS	- 133,962.32	
TOTAL FUND EQUITY		\$ 1,854,827.90

=====

TOTAL LIABILITIES AND EQUITY	\$ 2,369,066.81
------------------------------	-----------------

=====

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
PARK FUND
For the 7 month period ended July 31, 2010

	ANNUAL BUDGET	<--CURRENT BALANCE	---> <-- BUDGET	YEAR TO DATE BALANCE	---> <-- BUDGET	BUDGET TO DATE OVER/UNDER	TO DATE UNEXPENDED
REVENUES							
ADULT PROGRAMS	\$ 12000.00	\$ 855.00	\$ 1000.00	\$ 9749.90	\$ 7000.00	\$ 2749.90	\$ -2250.10
ADVERTISING INCOME	20000.00	0.00	1666.67	14681.50	11666.69	3014.81	-5318.50
COMMUNITY BUILDING	0.00	0.00	0.00	-2015.00	0.00	-2015.00	-2015.00
CONCESSION INCOME	55000.00	7368.86	4583.33	27425.47	32083.31	-4657.84	-27574.53
FOURTH OF JULY	5000.00	1076.90	416.67	1421.90	2916.69	-1494.79	-3578.10
INTEREST INCOME	1000.00	58.87	83.33	120.55	583.31	-462.76	-879.45
MISCELLANEOUS INCOME	5000.00	0.00	416.67	906.71	2916.69	-2009.98	-4093.29
PARK FEES	3500.00	1903.34	291.67	1903.34	2041.69	-138.35	-1596.66
REAL ESTATE TAXES	53265.00	0.00	4438.75	37332.53	31071.25	6261.28	-15932.47
FACILITY INCOME	25000.00	2552.50	2083.33	19814.50	14583.31	5231.19	-5185.50
SALES TAX	440000.00	13240.10	36666.67	245569.10	256666.69	-11097.59	-194430.90
SALES TAX - CAP IMP	185100.00	0.00	15425.00	48604.67	107975.00	-59370.33	-136495.33
SWIM POOL INCOME	95000.00	22439.46	7916.67	87898.95	55416.69	32482.26	-7101.05
YOUTH PROGRAMS	200000.00	16064.00	16666.67	76883.35	116666.69	-39783.34	-123116.65
TOTAL REVENUES	\$ 1099865.00	\$ 65559.03	\$ 91655.43	\$ 570297.47	\$ 641588.01	\$ -71290.54	\$ -529567.53

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
PARK FUND
For the 7 month period ended July 31, 2010

	ANNUAL BUDGET	<--CURRENT BALANCE	--> <-- BUDGET	YEAR TO DATE BALANCE	--> <-- BUDGET	BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
EXPENDITURES							
ADVERTISING	\$ 4500.00	\$ 20.00	\$ 375.00	\$ 2366.00	\$ 2625.00	\$ 259.00	\$ 2134.00
BUILDING MAINTENANCE (PAR	5000.00	593.74	416.67	4710.78	2916.69	-1794.09	289.22
CAPITAL ASSET EXPENDITURE	2000.00	58024.97	166.67	60120.42	1166.69	-58953.73	-58120.42
CHEMICALS	18000.00	5776.40	1500.00	5776.40	10500.00	4723.60	12223.60
CONCESSIONS	35000.00	6271.30	2916.67	12718.13	20416.69	7698.56	22281.87
CONTRACT LABOR	15000.00	300.00	1250.00	12234.69	8750.00	-3484.69	2765.31
DUES AND SUBSCRIPTIONS	350.00	0.00	29.17	359.00	204.19	-154.81	-9.00
FIREWORKS	8000.00	4009.80	666.67	6209.80	4666.69	-1543.11	1790.20
FISCAL AGENT FEES	4500.00	0.00	375.00	3450.00	2625.00	-825.00	1050.00
GROUP INSURANCE	22850.00	2097.03	1904.17	20391.80	13329.19	-7062.61	2458.20
INSURANCE	18000.00	0.00	1500.00	17656.74	10500.00	-7156.74	343.26
INTEREST EXPENSE	215000.00	958.33	17916.67	183249.51	125416.69	-57832.82	31750.49
LANDSCAPING	250.00	0.00	20.83	541.25	145.81	-395.44	-291.25
LEASE PAYMENTS	250000.00	0.00	20833.33	60000.00	145833.31	85833.31	190000.00
LEGAL	3000.00	238.00	250.00	2254.00	1750.00	-504.00	746.00
PROFESSIONAL	7500.00	814.66	625.00	7011.84	4375.00	-2636.84	488.16
MISCELLANEOUS EXPENSE	1500.00	-365.00	125.00	1056.14	875.00	-181.14	443.86
OFFICE SUPPLIES	8000.00	1151.68	666.67	5825.04	4666.69	-1158.35	2174.96
PAYROLL TAXES	29500.00	3687.75	2458.33	15256.84	17208.31	1951.47	14243.16
REPAIRS AND MAINTENANCE	12000.00	1198.51	1000.00	5414.92	7000.00	1585.08	6585.08
RETIREMENT PLAN	5800.00	500.09	483.33	4718.82	3383.31	-1335.51	1081.18
SALARIES	145000.00	12637.74	12083.33	88510.91	84583.31	-3927.60	56489.09
SALARIES-SEASONAL	150000.00	32099.58	12500.00	107261.09	87500.00	-19761.09	42738.91
SALARIES-OVERTIME	5000.00	730.95	416.67	925.85	2916.69	1990.84	4074.15
SUPPLIES-GENERAL (PARK)	12000.00	784.30	1000.00	9384.80	7000.00	-2384.80	2615.20
SUPPLIES-SPORTS (PARK)	10000.00	6127.90	833.33	15011.36	5833.31	-9178.05	-5011.36
SUPPLIES-AQUATIC (PARK)	3000.00	1371.56	250.00	1812.90	1750.00	-62.90	1187.10
SUPPLIES-SPECIAL ACTIVITY	5000.00	6363.87	416.67	10973.71	2916.69	-8057.02	-5973.71
SUPPLIES - GROUNDS	3000.00	0.00	250.00	198.05	1750.00	1551.95	2801.95
TELEPHONE	8500.00	916.04	708.33	6042.35	4958.31	-1084.04	2457.65
TRAVEL AND TRAINING	1000.00	0.00	83.33	825.00	583.31	-241.69	175.00
TURF MAINTENANCE	3000.00	0.00	250.00	0.00	1750.00	1750.00	3000.00
UTILITIES-ELECTRIC (PARK)	30000.00	5222.62	2500.00	22444.21	17500.00	-4944.21	7555.79
UTILITIES-GAS	10000.00	0.00	833.33	5781.17	5833.31	52.14	4218.83
UTILITIES-OTHER (PARK)	4000.00	0.00	333.33	1681.75	2333.31	651.56	2318.25
VEHICLE EXPENSE-GAS	5000.00	238.52	416.67	470.33	2916.69	2446.36	4529.67
VEHICLE EXPENSE-OTHER	2500.00	1063.72	208.33	1614.19	1458.31	-155.88	885.81
TOTAL EXPENDITURES	\$ 1062750.00	\$ 152834.06	\$ 88562.50	\$ 704259.79	\$ 619937.50	\$ -84322.29	\$ 358490.21
NET INCOME -LOSS	\$ 37115.00	\$ -87275.03	\$ 3092.93	\$ -133962.32	\$ 21650.51	\$ -155612.83	\$ -171077.32

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
ACCOUNT GROUP
July 31, 2010

GENERAL FIXED ASSETS

ASSETS

FIXED ASSETS, UNDEPRECIATED

\$ 3,132,701.57

=====

EQUITY

INVESTMENT IN GENERAL FIXED ASSETS

\$ 3,132,701.57

=====

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
ACCOUNT GROUP
July 31, 2010

GENERAL LONG-TERM DEBTS

ASSETS

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

LIABILITIES

CERTIFICATES OF PARTICIPATION PAYABLE	460,000.00
CERTIFICATE OF PARTICIPATION - 2001	1,525,000.00
LEASE-PURCHASE-POLICE STATION (2002)	245,000.00
TOTAL LIABILITIES	<u>\$ 2,230,000.00</u>

UNAUDITED

08/25/10
16:22:31

City of Willard
Disbursements Journal
July 31, 2010

Page 1

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
2136	7/31/10	M SLAVENS	1 740	91.50		91.50
2137	7/31/10	M SLAVENS	1 740	50.00		50.00
2138	7/31/10	M SLAVENS	1 740	50.00		50.00
2139	7/31/10	A SCOTT	1 740	223.50		223.50
2140	7/31/10	A JOHNSON	1 740	21.00		21.00
2141	7/31/10	R LOVE	1 740	30.50		30.50
2142	7/31/10	R LOVE	1 740	20.50		20.50
2143	7/31/10	MISSOURI DEPT OF REVENUE-AUTOM	1 1830	586.09		586.09
2144	7/31/10	MISSOURI DEPT OF REVENUE-CVC	1 1830	596.98		596.98
2145	7/31/10	TREASURER, STATE OF MO - POST	1 1905	83.73		83.73
2146	7/31/10	CITY OF WILLARD	1 740	8,442.25		8,442.25
7537	7/31/10	KEVIN BELL	2 935	59.07		59.07
7538	7/31/10	VICKI CHRISTIANS	2 390	75.00		75.00
7539	7/31/10	AMY SHELL	2 880	65.00		65.00
7540	7/31/10	POTTER EQUIPMENT	2 880 2 1880	9,900.00 9,900.00		

08/25/10
16:22:31

City of Willard
Disbursements Journal
July 31, 2010

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
7541	7/31/10	KERRY KELLER	2 390	75.00		19,800.00
7542	7/31/10	LOLA HOSNA	2 370 2 390 2 705 2 780 2 1735	75.00	-.90 -3.54 -12.00 -23.39	75.00
7543	7/31/10	ROB STIDOLPH	2 370 2 390 2 780 2 1735	75.00	-.50 -22.00 -35.35	35.17
7544	7/31/10	VOID	2 876		.00	17.15
7545	7/31/10	CHERYL JERZAK	2 880	93.00		.00
7546	7/31/10	VICKI CHRISTIAN	2 370 2 390 2 780 2 1735	75.00	-.78 -12.00 -18.48	93.00
7547	7/31/10	MISSOURI DEPT OF REVENUE	2 370 2 935 2 1935	4,350.25	- 484.49 - 484.49	43.74
7548	7/31/10	CITY OF WILLARD GENERAL FUND	2 880	15,157.01		3,381.27
7549	7/31/10	POSTMASTER	2 885 2 1885	565.20 565.20		15,157.01
7550	7/31/10	JUSTIN REAVES	2 959	50.00		1,130.40
						50.00

08/25/10
16:22:31

City of Willard
Disbursements Journal
July 31, 2010

Page 3

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
7551	7/31/10	DAVID BLAKEMORE	2 1959	50.00		50.00
7552	7/31/10	AMY SHELL	2 959	50.00		50.00
7553	7/31/10	ANDY FARMER	2 1959	50.00		50.00
7554	7/31/10	SPFD-GREENE COUNTY HEALTH DEPT	2 876	80.00		80.00
7555	7/31/10	ADVANCED LAWN CARE	2 390	250.00		250.00
7556	7/31/10	AMANDA BEASLEY	2 935	199.30		199.30
7559	7/31/10	VOID	2 390		.00	.00
9591	7/31/10	SUMMER KERN	3 825	300.00		300.00
9592	7/31/10	WILLARD R-II SCHOOL DISTRICT	3 810	57,811.00		57,811.00
9593	7/31/10	POSTMASTER	3 885	497.90		497.90
9594	7/31/10	CATHERINE RUMMEL	3 880	190.00		190.00
9595	7/31/10	IRS	3 890	209.43		209.43
9596	7/31/10	P B & J'S JOLLY JUMPUPS	3 850	550.00		550.00
9597	7/31/10	HANNAN FORGEY	3 723	75.00		75.00
9598	7/31/10	CINDY SULLINS	3 723	112.50		112.50

08/25/10
16:22:31

City of Willard
Disbursements Journal
July 31, 2010

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET	Page 4
9599	7/31/10	BARBARA NICHOLSON	3 723	75.00		112.50	
9600	7/31/10	JILL LAZZARINI	3 723	75.00		75.00	
9601	7/31/10	KAY LONG	3 755	45.00		75.00	
9602	7/31/10	JOHN LILLY	3 723	75.00		45.00	
9603	7/31/10	TONYA GAMMILL	3 745	220.00		75.00	
9604	7/31/10	MATTHEW ROBERTS	3 755	125.00		220.00	
9605	7/31/10	JOE SEDERBURG	3 850	120.00		125.00	
9606	7/31/10	BRAD GAVISK	3 755	125.00		120.00	
9607	7/31/10	JON CHRISTENSEN	3 745	80.00		125.00	
9608	7/31/10	KEVIN HENDERSON	3 745	40.00		80.00	
9609	7/31/10	TINA PECK	3 723	180.00		40.00	
9610	7/31/10	SAM'S CLUB	3 820	368.06		180.00	
9611	7/31/10	DICKERSON PARK ZOO	3 938	128.00		368.06	
9612	7/31/10	REPUBLIC AQUATIC CENTER	3 938	110.00		128.00	
						110.00	

08/25/10
16:22:31

City of Willard
Disbursements Journal
July 31, 2010

Page 5

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
9613	7/31/10	MID-MISSOURI BANK	3 870	958.33		958.33
9614	7/31/10	BRANDON ECKHARDT	3 935 3 960	2.15 10.00		12.15
11508	7/31/10	AC ELECTRICAL SYSTEMS, INC.	2 1900	552.86		552.86
11509	7/31/10	ALLIED WASTE	2 943	8,273.25		8,273.25
11510	7/31/10	A T & T	2 959	60.00		60.00
11511	7/31/10	AUTOMATED WASTE SERVICES	2 943	474.50		474.50
11512	7/31/10	COMMERCE TRUST CO.	2 870 2 1870 2 1870	28,689.38 9,510.63 28,689.37		66,889.38
11513	7/31/10	COMMERCE TRUST	2 855 2 855 2 1855 2 1855	150.00 375.00 150.00 375.00		1,050.00
11514	7/31/10	COMMERCE TRUST	2 870 2 1870	1,740.94 1,740.93		3,481.87
11515	7/31/10	COMMERCE BANK	2 385 2 1885 2 1959	1,711.01 1.50 661.91		2,374.42
11516	7/31/10	COMMERCE BANK	2 885 2 959 2 1885	219.47 53.15 207.96		480.58

08/25/10
16:22:31

City of Willard
Disbursements Journal
July 31, 2010

Page 6

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
11517	7/31/10	CONOCO PHILLIPS FLEET	2 960 2 1960	351.27 351.27		
11518	7/31/10	CROSS COUNTRY TIMES	2 800 2 1800	4.00 4.00		702.54
11519	7/31/10	DOUBLE J SERVICES, LLC	2 965 2 1965	314.51 314.51		8.00
11520	7/31/10	EMPIRE ELECTRIC	2 955 2 1955	3,761.76 6,760.44		629.02
11521	7/31/10	HARRY COOPER SUPPLY	2 935	91.86		10,522.20
11522	7/31/10	HORTON SUPPLY CO.	2 935	303.96		91.86
11523	7/31/10	JCI	2 1900	899.00		303.96
11524	7/31/10	KIMBALL MIDWEST	2 935 2 1935	105.18 105.19		899.00
11525	7/31/10	KZ DESIGN & DETAILING LLC	2 825 2 1825	607.50 607.50		210.37
11526	7/31/10	LAKELAND LABORATORIES	2 1935	135.00		1,215.00
11527	7/31/10	LOWES	2 1935	2.84		135.00
11528	7/31/10	DOWNTOWN MINUTEMAN PRESS	2 885 2 885 2 1885 2 1885	85.63 266.40 85.62 266.40		2.84
						704.05

08/25/10
16:22:31

City of Willard
Disbursements Journal
July 31, 2010

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
11529	7/31/10	MISSOURI LAGERS	2 910 2 1910	812.68 812.68		
11530	7/31/10	MISSOURI ONE CALL	2 876 2 1876	51.35 51.35		1,625.36
11531	7/31/10	NORTON POWER SYSTEMS	2 1900	574.14		102.70
11532	7/31/10	OZARK LASER & SHORING	2 935	66.00		574.14
11533	7/31/10	PURCHASE POWER	2 885 2 1885	251.01 251.01		66.00
11534	7/31/10	REX SMITH OIL CO.	2 960 2 1960	639.76 639.74		502.02
11535	7/31/10	SAM'S CLUB	2 1935	112.20		1,279.50
11536	7/31/10	SIGNIFICANT DIGITS, INC.	2 876 2 1876	275.00 275.00		112.20
11537	7/31/10	SPRINGFIELD WINWATER WORKS	2 935 2 1935	1,077.40 425.00		550.00
11538	7/31/10	SPRINGFIELD STAMP & ENGRAVING	2 885 2 1885	16.15 16.15		1,502.40
11539	7/31/10	UNIFIRST CORP	2 935 2 1935	114.70 114.71		32.30
11540	7/31/10	VERIZON	2 959 2 959	54.10 53.02		229.41

08/25/10
16:22:31

City Of Willard
Disbursements Journal
July 31, 2010

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
			2 1959	54.09		
			2 1959	53.02		
11541	7/31/10	WCA MO	2 943	5,659.50		214.23
15499	7/31/10	AC ELECTRICAL SYSTEMS, INC.	3 937	330.00		5,659.50
15500	7/31/10	ALEXANDER OPEN SYSTEMS	3 900	350.00		330.00
15501	7/31/10	AMERICAN RED CROSS	3 937	911.00		350.00
15502	7/31/10	A T & T	3 940	62.58		911.00
15503	7/31/10	BAKER MECHANICAL SERVICES	3 900	407.80		62.58
15504	7/31/10	BJ'S TROPHY SHOP	3 938	624.72		407.80
15505	7/31/10	BMC POOLS, INC.	3 815	5,546.40		624.72
15506	7/31/10	BWI-SPRINGFIELD, MO	3 935	128.40		5,546.40
15507	7/31/10	CARTRIDGE WORLD	3 885	49.90		128.40
15508	7/31/10	COMMERCE BANK	3 808	79.48		49.90
			3 820	30.15		
			3 885	11.08		
			3 935	230.02		
			3 937	130.56		
			3 938	1,113.15		
			3 940	539.95		
15509	7/31/10	COPY PRODUCTS, INC.	3 876	54.26		2,134.39

08/25/10
16:22:31

City of Willard
Disbursements Journal
July 31, 2010

Page 9

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
15510	7/31/10	CROSS COUNTRY TIMES	3 800	20.00		54.26
15511	7/31/10	CRAIG SHERERTZ	3 938	2,833.00		20.00
15512	7/31/10	DAYSTAR DISTRIBUTING	3 808	95.46		2,833.00
15513	7/31/10	DIRECTV	3 876	78.99		95.46
15514	7/31/10	EMPIRE ELECTRIC	3 955	5,222.62		78.99
15515	7/31/10	FASTENAL COMPANY	3 900	22.13		5,222.62
15516	7/31/10	FEDERAL PROTECTION INC.	3 876	108.00		22.13
15517	7/31/10	HERTZ EQUIPMENT RENTAL	3 850	89.80		108.00
15518	7/31/10	KEE WES EQUIPMENT CO.	3 808	418.80		89.80
15519	7/31/10	KIMBALL MIDWEST	3 900	111.50		418.80
15520	7/31/10	LOWES	3 900	32.05		111.50
15521	7/31/10	DOWNTOWN MINUTEMAN PRESS	3 885	79.91		32.05
15522	7/31/10	MISSOURI LAGERS	3 910	870.02		79.91
15523	7/31/10	MISSOURI STATE HWY PATROL	3 876	190.00		870.02
						190.00

08/25/10
16:22:31

City of Willard
Disbursements Journal
July 31, 2010

Page 10

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
15524	7/31/10	OZARK RACING SYSTEMS	3 938	500.00		500.00
15525	7/31/10	OZARKS COCA COLA	3 820	1,731.80		1,731.80
15526	7/31/10	OZARK POWER CENTER INC.	3 965	979.53		979.53
15527	7/31/10	PLAY IT AGAIN SPORTS	3 936	6,127.90		6,127.90
15528	7/31/10	P & K IRRIGATION	3 900	334.50		334.50
15529	7/31/10	POWERTRAIN INDUSTRIES	3 965	71.47		71.47
15530	7/31/10	RENEGADE CHEMICALS	3 815	230.00		230.00
15531	7/31/10	REX SMITH OIL CO.	3 960	228.52		228.52
15532	7/31/10	SAM'S CLUB	3 820 3 935	239.14 22.44		261.58
15533	7/31/10	SHAMROCK BOLT & SCREW	3 900	12.00		12.00
15534	7/31/10	SIGN PRO	3 935	250.00		250.00
15535	7/31/10	SPFD FAMILY MEDICAL WALK-IN	3 876	280.00		280.00
15536	7/31/10	SCHENDEL PEST SERVICES	3 876	60.00		60.00
15537	7/31/10	SAWYER TIRE INC.	3 965	12.72		12.72
15538	7/31/10	SWANK MOTION PICTURES	3 938	642.00		

08/25/10
16:22:31

City of Willard
Disbursements Journal
July 31, 2010

Page 11

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
15539	7/31/10	SYSCO OF KANSAS CITY	3 820	3,830.28		642.00
15540	7/31/10	UNIFIRST	3 935	121.40		3,830.28
15541	7/31/10	USAT	3 938	568.00		121.40
15542	7/31/10	US BANK	3 810	213.97		568.00
15543	7/31/10	VERIZON	3 940	313.51		213.97
15544	7/31/10	WILLARD CHAMBER OF COMMERCE	3 935	30.00		313.51
16844	7/31/10	DALE DUVALL	1 885	15.64		30.00
16845	7/31/10	FEDEX KINKO	1 150 1 885	365.00 365.00		15.64
16846	7/31/10	TOM MCCLAIN	1 1950	650.00		730.00
16847	7/31/10	DAVID RICHARDSON	1 1950	650.00		650.00
16848	7/31/10	SHANNON SHIPLEY	1 1950	650.00		650.00
16849	7/31/10	BOB BELL	1 1950	650.00		650.00
16850	7/31/10	MIKE PAYNE	1 1950	650.00		650.00
16851	7/31/10	GARY DOVE	1 1950	650.00		650.00

08/25/10
16:22:31

City of Willard
Disbursements Journal
July 31, 2010

Page 12

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
16852	7/31/10	JUSTIN RAYNES	1 1950	650.00		650.00
16853	7/31/10	JOE CRAWFORD	1 1950	650.00		650.00
16854	7/31/10	SHANNON MARLER	1 1950	650.00		650.00
16855	7/31/10	TRAVIS SANDERS	1 1950	650.00		650.00
16856	7/31/10	BRIAN GORDON	1 1880	60.00		60.00
16857	7/31/10	COPY PRODUCTS	1 150 1 876 1 1876	43.41 223.85 23.78		291.04
16858	7/31/10	PRINCIPAL FINANCIAL GROUP	1 140 1 150 1 860 1 1860 1 2860 1 4860	2,189.64 2,086.08 692.91 4,034.08 729.88 347.68		10,080.27
16859	7/31/10	VSP	1 140 1 150 1 860 1 1860 1 4860	135.74 38.22 82.80 91.63 14.70		363.09
16860	7/31/10	DELTA DENTAL	1 140 1 150 1 860 1 1860 1 2860 1 4860	265.76 130.77 167.38 196.15 88.58 32.69		881.33

08/25/10
16:22:31

City of Willard
Disbursements Journal
July 31, 2010

Page 13

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
16861	7/31/10	TOM MCCLAIN	1 1945	87.72		87.72
16862	7/31/10	INTL ASSC FOR CHIEFS OF POLICE	1 1840	120.00		120.00
16863	7/31/10	JIS COURT	1 1885	458.28		458.28
16864	7/31/10	COMFORT INN	1 1945	73.50		73.50
16865	7/31/10	KATE GOULD	1 940	50.00		50.00
16866	7/31/10	DALE DUVALL	1 940	50.00		50.00
16867	7/31/10	CASEY BROADWAY	1 1950	650.00		650.00
16868	7/31/10	KRISTOFFER BAREFIELD	1 1875	1,470.00		1,470.00
16869	7/31/10	MOCCFOA	1 840	40.00		40.00
16870	7/31/10	ZION'S BANK	1 1866	16,550.00		16,550.00
26451	7/31/10	ALEXANDER OPEN SYSTEM, INC.	1 1900	43.75		43.75
26452	7/31/10	ALLIED WASTE	1 2959	1,440.50		1,440.50
26453	7/31/10	AIRE-MASTER OF AMERICA, INC.	1 935	28.85		28.85
26454	7/31/10	A T & T	1 940 1 4940 1 5940	227.30 20.85 70.85		319.00

08/25/10
16:22:31

City of Willard
Disbursements Journal
July 31, 2010

Page 14

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
26455	7/31/10	BAIRD, LIGHTNER, MILLSAP & HAR	1 140 1 150 1 875	1,211.00 238.00 4,326.25		
						5,775.25
26456	7/31/10	CITY OF WILLARD	1 959	43.83		43.83
26457	7/31/10	COMMERCE BANK	1 876 1 885 1 935 1 940 1 965 1 1935	120.00 159.73 34.00 368.40 62.39 64.54		
						809.06
26458	7/31/10	COMMERCE BANK	1 1885 1 1935 1 1940 1 1945 1 1965	49.50 7.97 416.72 300.00 441.31		
						1,215.50
26459	7/31/10	COMMERCE BANK	1 4885	15.49		15.49
26460	7/31/10	COMMERCE BANK	1 2959	73.56		73.56
26461	7/31/10	CONOCOPHILLIPS	1 1960	1,694.61		
26462	7/31/10	COPY PRODUCTS, INC.	1 876 1 1876	166.11 17.64		1,694.61
						183.75
26463	7/31/10	EMPIRE ELECTRIC	1 955 1 1955 1 2930 1 2955	433.38 369.47 4,189.96 289.77		
						5,282.58
26464	7/31/10	FIOCCHI AMMUNITION	1 1935	1,207.20		1,207.20

08/25/10
16:22:31

City of Willard
Disbursements Journal
July 31, 2010

Page 15

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
26465	7/31/10	GREENE COUNTY HEALTH DEPT	1 1876	80.00		80.00
26466	7/31/10	IKARD & BROWN LAW OFFICES	1 1875	781.25		781.25
26467	7/31/10	INLAND PRINTING CO.	1 876	35.60		35.60
26468	7/31/10	KEE WES EQUIPMENT CO.	1 935	258.75		258.75
26469	7/31/10	LOWES	1 935 1 1935	135.96 50.00		185.96
26470	7/31/10	MEDIACOM	1 876	10.00		10.00
26471	7/31/10	DOWNTOWN MINUTEMAN PRESS	1 885	34.94		34.94
26472	7/31/10	MISSOURI LAGERS	1 910 1 1910 1 2910 1 4910	1,113.89 2,302.86 406.34 345.36		4,168.45
26473	7/31/10	MURFIN'S MARKET	1 150 1 2935	71.87 71.88		143.75
26474	7/31/10	OZARKS TRANSPORTATION ORG	1 840	1,367.76		1,367.76
26475	7/31/10	PRE-PAID LEGAL SERVICES, INC.	1 1876	53.85		53.85
26476	7/31/10	RAYMOND L. HOPPER	1 4825	1,176.00		1,176.00
26477	7/31/10	REX SMITH OIL CO.	1 2960	233.04		233.04

08/25/10
16:22:31

City of Willard
Disbursements Journal
July 31, 2010

Page 16

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
26478	7/31/10	SS ELECTRIC	1 900	85.00		85.00
26479	7/31/10	SAM'S CLUB	1 885	65.30		65.30
26480	7/31/10	SCOTT GROSS CO., INC.	1 2935	36.20		36.20
26481	7/31/10	SHREDINK, LLC	1 876	50.00		50.00
26482	7/31/10	SW MO POLICE CHIEF ASSC	1 1840	25.00		25.00
26483	7/31/10	SCHENDEL PEST SERVICES	1 876 1 1876 1 2935	30.00 30.00 30.00		90.00
26484	7/31/10	SPRINGFIELD STAMP & ENGRAVING	1 935	32.30		32.30
26485	7/31/10	SAWYER TIRE INC.	1 2965	303.72		303.72
26486	7/31/10	SW AUDIO VISUAL	1 900	85.00		85.00
26487	7/31/10	UNIFIRST	1 935 1 1935	46.60 40.00		86.60
26488	7/31/10	US BANK	1 810 1 1910	213.97 213.97		427.94
26489	7/31/10	VERIZON	1 1940 1 4940	633.93 125.29		759.22
26490	7/31/10	VESTAL EQUIPMENT, INC.	1 2965	104.44		104.44

08/25/10
16:22:31

City of Willard
Disbursements Journal
July 31, 2010

Page 17

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
9590	7/31/10	AM PYROTECHNICS	3 850	3,250.00		
	7/31/10	Contra Entry	1 100		-67,283.87	3,250.00
	7/31/10	Contra Entry	1 125		-10,196.05	.00
	7/31/10	Contra Entry	2 100		- 152,171.57	.00
	7/31/10	Contra Entry	3 100		- 103,303.28	.00
Journal Totals				334,052.69	- 334,052.69	

08/25/10
16:22:31

City Of Willard
Receipts Journal
July 31, 2010

Page 18

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount
COURT	7/31/10		1 740		-10,265.05
c/r 1	7/31/10		1 740		-7,826.21
c/r 2	7/31/10		1 720		-2,036.80
c/r 3	7/31/10		1 650		-1,965.57
c/r 4	7/31/10		1 630		-18,937.67
c/r 5	7/31/10		1 610		-3,664.29
c/r 6	7/31/10		1 700		-10,619.21
c/r 7	7/31/10		1 731		-12,092.52
c/r 8	7/31/10		1 730		-28,256.88
c/r 9	7/31/10		1 710		- 950.00
C/R 20	7/31/10		2 705		-3,363.03
C/R 21	7/31/10		2 775		-3,061.54
C/R 22	7/31/10		2 780		-66,301.42
C/R 23	7/31/10		2 370		-1,587.15
C/R 24	7/31/10		2 1735		-66,496.22
C/R 25	7/31/10		2 1705		-1,647.01
C/R 26	7/31/10		2 385		-21.48
C/R 27	7/31/10		2 380		- 101.50
C/R 28	7/31/10		2 390		-3,875.00
C/R 29	7/31/10		2 760		-11,533.10
c/r 10	7/31/10		1 605		-1,043.00
c/r 11	7/31/10		1 680		-62.50

City of Willard
Receipts Journal
July 31, 2010

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount
c/r 12	7/31/10		1 690		-16,352.06
c/r 13	7/31/10		1 380		-1,138.34
c/r 14	7/31/10		1 695		- 880.00
c/r 15	7/31/10		1 370		-3,275.00
c/r 31	7/31/10		3 625		-7,378.86
c/r 32	7/31/10		3 725		-13,240.10
c/r 33	7/31/10		3 723		-3,145.00
c/r 34	7/31/10		3 745		-22,959.46
c/r 35	7/31/10		3 650		-1,076.90
c/r 36	7/31/10		3 595		- 855.00
c/r 37	7/31/10		3 755		-16,359.00
C/R 29A	7/31/10		2 420		- 249.50
	7/31/10	Contra Entry	1 100	109,100.05	
	7/31/10	Contra Entry	1 125	10,265.05	
	7/31/10	Contra Entry	2 100	158,236.95	
	7/31/10	Contra Entry	3 100	65,014.32	
Journal Totals				342,616.37	- 342,616.37

08/25/10
16:22:31

City of Willard
General Journal
July 31, 2010

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount
aje 1	7/31/10		1 100		-27,321.65
			1 140	17,079.87	
			1 150	1,928.80	
			1 330		-2,790.11
			1 340		-2,439.29
			1 350		-1,400.00
			1 860		-121.64
			1 910		-45.80
			1 920	1,145.00	
			1 1860		-641.21
			1 1876		-24.86
			1 1880		-60.00
			1 1910		-536.23
			1 1920	13,405.85	
			1 1940		-19.35
aje 2	7/31/10		1 2860		-346.24
			1 2910		-612.59
			1 2920	600.00	
			1 4860		-21.87
			1 4910	1,798.75	-71.95
			1 4920	513.48	
			1 5920		-18.96
			1 5940		
			1 100		-11,888.32
			1 140	1,306.61	
			1 150	147.55	
			1 330	5,934.69	
			1 340	3,163.53	
			1 890	87.59	
			1 1890	1,025.55	
aje 3	7/31/10		1 2890	45.90	
			1 4890	137.62	
			1 5890	39.28	
			1 100		-27,721.09
			1 140	16,266.83	
			1 150	1,928.80	
			1 330		-2,829.62
			1 340		-2,478.35
			1 350		-1,420.00
			1 860		-121.64
			1 880		-65.00

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount
			1 910		-45.80
			1 920	1,145.00	-
			1 1860		641.21
			1 1876		-24.86
			1 1880		-60.00
			1 1910		-536.23
			1 1920	14,528.93	
			1 1940		-19.85
			1 2860		-331.15
			1 2910		-581.19
			1 2920	600.00	
			1 4860		-21.87
			1 4910		-71.95
			1 4920	1,798.75	
			1 5920	719.96	
			1 5940		-18.46
					-12,018.56
aje 4	7/31/10		1 100	1,244.36	
			1 140	147.55	
			1 150	6,051.48	
			1 330	3,137.54	
			1 340	87.59	
			1 890	1,111.46	
			1 1890	45.90	
			1 2890	137.60	
			1 4890	55.08	
			1 5890		
aje 5	7/31/10		1 105	152.23	
			1 670		-152.23
aje 6	7/31/10		1 101	5.96	
			1 670		-5.96
aje 7	7/31/10		1 101	5.00	
			1 885		-5.00
aje 8	7/31/10		1 110	1.43	
			1 670		-1.43
aje 9	7/31/10		1 100	15,157.01	
			1 690		-15,157.01
aje 10	7/31/10		1 100	49,407.96	

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount
			1 370		-45,000.00
			1 690		-2,100.86
			1 690		- 131.80
			1 695		-2,118.00
			1 710		-25.00
			1 935		-32.30
					-30,000.00
aje 11	7/31/10		1 100	30,000.00	
			1 150		
aje 12	7/31/10		1 100	60.54	-60.54
			1 1885		
aje 13	7/31/10		1 100	476.57	- 476.57
			1 1885		
aje 14	7/31/10		1 100	658.17	- 970.56
			1 860	171.84	
			1 1860	140.55	
			1 2860		
aje 15	7/31/10		1 150	4,184.97	-3,144.58
			1 330		- 724.24
			1 340		- 316.15
			1 350		
aje 16	7/31/10		1 150	4,196.20	-3,221.86
			1 330		- 659.19
			1 340		- 315.15
			1 350		
aje 17	7/31/10		1 140	39,699.81	-39,699.81
			1 370		
aje 18	7/31/10		1 150	1,138.34	-1,138.34
			1 380		
aje 20	7/31/10		2 370	450.00	-2.98
			2 390		-12.50
			2 760		- 166.00
			2 780		- 268.52
			2 1735		
aje 21	7/31/10		2 108	10.46	

City of Willard
General Journal
July 31, 2010

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount
			2 670		-10.46
aje 22	7/31/10		2 126	126.55	
			2 670		- 126.55
aje 23	7/31/10		2 100		- 140,000.00
			2 126	140,000.00	
aje 24	7/31/10		2 124	182.74	
			2 670		-91.37
			2 1670		-91.37
aje 25	7/31/10		2 100	940.14	
			2 430		- 180.00
			2 880		- 186.00
			2 900		- 574.14
aje 26	7/31/10		2 160		- 212.60
			2 780	212.60	
aje 27	7/31/10		2 100		- 590.82
			2 160	590.82	
aje 28	7/31/10		2 100		-46,284.52
			2 140	45,000.00	
			2 780	8.03	
			2 880	150.00	
			2 885	334.46	
			2 885	228.79	
			2 1885	334.45	
			2 1885	228.79	
aje 29	7/31/10		2 420		-39,699.82
			2 860	1,094.82	
			2 860	200.75	
			2 875	605.50	
			2 890	1,275.49	
			2 920	16,673.35	
			2 1860	1,094.82	
			2 1860	200.75	
			2 1875	605.50	
			2 1890	1,275.49	
			2 1920	16,673.35	

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount
aje 30	7/31/10		3 100		-17,477.01
			3 330		-1,572.29
			3 340		- 724.24
			3 350		- 316.15
			3 860		-79.02
			3 880		- 190.00
			3 910		- 194.32
			3 920	4,390.07	
			3 923	15,695.20	
			3 925	467.76	
aje 31	7/31/10		3 330	1,572.29	
			3 340	724.24	
			3 350	316.15	
			3 360		-4,184.97
			3 890	1,572.29	
aje 32	7/31/10		3 100		-17,852.74
			3 330		-1,610.93
			3 340		- 659.19
			3 350		- 315.15
			3 860		-79.02
			3 880		- 365.00
			3 910		- 175.61
			3 920	4,390.07	
			3 923	16,404.38	
			3 925	263.19	
aje 33	7/31/10		3 330	1,610.93	
			3 340	659.19	
			3 350	315.15	
			3 360		-4,196.20
			3 890	1,610.93	
aje 34	7/31/10		3 110	58.87	
			3 670		-58.87
aje 35	7/31/10		3 100	30,000.11	
			3 360		-30,000.00
			3 935		- .11
aje 36	7/31/10		3 100		- 337.89
			3 625	10.00	
			3 745	180.00	

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount
aje 37	7/31/10		3 885	147.89	
			3 100	226.47	
			3 900		-71.47
			3 938		- 155.00
aje 38	7/31/10		3 360		-7,126.05
			3 820	71.87	
			3 860	2,255.07	
			3 875	238.00	
			3 876	43.41	
			3 885	365.00	
			3 890	295.10	
			3 920	3,857.60	
aje 21a	7/31/10		2 140		-39,949.32
			2 420	39,949.32	
aje 22a	7/31/10		2 140		
			2 685	3,275.00	-3,275.00
aje 23a	7/31/10		2 140		- 249.51
			2 420	249.50	
			2 885	.01	
aje 28a	7/31/10		2 215		-34,828.04
			2 225		-44,636.40
			2 835	34,828.04	
			2 1835	44,636.40	
aje 31a	7/31/10		3 140	765.00	
			3 710		- 765.00
aje 32a	7/31/10		3 360		
			3 710	1,138.34	-1,138.34
AJE COURT	7/31/10		1 125	458.28	
			1 315	3,190.00	
			1 315		-2,903.00
			1 740		-3,190.00
			1 740	2,903.00	
			1 1885		- 458.28
Journal Totals				690,455.25	- 690,455.25

GENERAL FUND SALES TAX RECEIPT SUMMARY

	2007			2008			2009			2010		
	Cap Imp	Use	City	Cap Imp	Use	City	Cap Imp	Use	City	Cap Imp	Use	City
January	\$13,314.37	\$2,319.94	\$28,436.03	\$18,099.61	\$3,959.53	\$43,206.84	\$13,720.33	\$3,566.69	\$31,148.31	\$13,631.13	\$2,958.92	\$29,324.69
February	\$6,938.34	\$3,045.78	\$14,779.36	\$7,687.07	\$3,732.71	\$17,323.08	\$5,517.73	\$3,417.03	\$10,926.62	\$8,175.93	\$2,251.81	\$18,484.84
March	\$19,048.37	\$2,771.02	\$40,779.90	\$14,851.99	\$2,463.86	\$33,326.70	\$17,574.55	\$2,040.32	\$43,469.47	\$14,456.14	\$1,534.82	\$34,012.04
April	\$16,123.26	\$7,119.51	\$36,412.92	\$11,844.07	\$1,622.00	\$24,171.99	\$11,012.84	\$3,640.83	\$25,702.25	\$12,341.47	\$1,586.13	\$28,889.71
May	\$9,764.44	\$2,075.32	\$19,531.98	\$5,507.17	\$2,909.69	\$13,800.28	\$5,905.42	\$2,331.50	\$13,678.60	\$7,266.11	\$2,873.03	\$16,213.88
June	\$23,823.16	\$4,042.58	\$53,161.24	\$21,586.57	\$1,967.49	\$45,646.22	\$20,608.22	\$2,340.43	\$45,848.66	\$20,360.88	\$1,771.08	44333.95
July	\$19,059.77	\$2,589.50	\$40,174.18	\$14,873.22	\$3,339.37	\$33,043.57	\$14,278.55	\$3,637.47	\$30,413.34	12,092.52	1,776.69	26,480.19
August	\$5,118.87	\$1,762.50	\$11,632.52	\$6,842.66	\$2,078.76	\$15,144.40	\$7,019.60	\$3,135.02	\$14,482.19	8,447.23	1,212.55	16,811.43
September	\$23,277.74	\$3,780.61	\$51,151.20	23,467.34	3,786.16	51457.61	23,020.03	5,648.83	51789.12			
October	\$15,062.28	\$2,255.06	\$33,257.90	15,627.75	2,450.22	33,526.12	11,152.94	3,310.54	25,111.37			
November	\$6,053.08	\$3,165.03	\$13,688.01	8,287.61	2,356.63	18,717.93	6,402.89	2,877.63	13,945.05			
December	\$19,983.49	\$3,719.70	\$43,302.93	19,764.18	1,655.98	41,431.72	18,059.72	2,349.08	39,481.21			
Totals	\$177,567.17	\$38,646.55	\$386,308.17	\$168,439.24	\$32,322.40	\$370,796.46	\$154,272.82	\$38,295.37	\$345,996.19			
		602,521.89			571,558.10			\$538,564.38				

Down 6% for year

PARK FUND SALES TAX RECEIPT SUMMARY

	2008			2009			2010		
	County	Use	Park	County	Use	Park	County	Use	Park
January		541.00	12,086.05	\$19,638.43	\$1,188.90	\$15,574.21	\$18,427.30	\$986.31	\$14,662.07
February	17638.29	1,244.24	8,661.80	\$18,873.64	\$1,142.08	\$5,524.96	\$14,407.68	\$1,125.90	\$9,242.32
March	16004.26	1,320.07	21,603.48	\$13,864.84	\$680.11	\$21,734.47	\$17,120.72	\$767.41	\$17,006.04
April	22418.09	821.29	16,663.34	\$20,838.18	\$1,213.61	\$12,850.83	\$18,399.66	\$793.07	\$14,444.68
May	19006.86	969.90	6,900.07	\$17,790.46	\$777.17	\$6,839.25	\$13,123.59	\$957.68	\$8,106.86
June	11641.28	655.83	22,823.24	\$11,889.01	\$780.14	\$22,924.24	\$18,006.89	\$885.54	\$20,360.88
July	20442.49	1,113.12	16,521.94	\$21,041.87	\$1,212.49	\$15,206.56	\$20,000.81	\$888.34	\$13,240.10
August	22879.77	692.92	7,572.21	\$17,500.78	\$1,045.01	\$7,241.05		\$606.28	\$8,405.81
September		1,262.05	25,728.65	12,555.69	1,882.94	25,894.49			
October	37,579.70	816.74	16,763.10	22,129.01	1,103.51	12,555.50			
November	19,023.11	785.54	9,359.14	16,557.73	959.21	6,972.41			
December	12,164.63	551.99	20,715.89	12,441.15	783.02	19,740.58			
Totals	198,798.48	10,774.69	185,398.91	\$205,120.79	\$12,768.19	\$173,058.55			
		394,972.08			390,947.53				

City of Willard Waterworks 2010

Month	Income	Operating Expenses	Balance	Gallons Pumped	Gallons Metered	Number of Meters	Shortage	% Shortage
January	\$68,000.65	\$38,576.98	\$29,423.67	23,148	17201	3032	5,947	26%
February	\$69,631.30 \$137,631.95	\$51,772.90 \$90,349.88	\$17,858.40 \$47,282.07	21,445	17202	3032	4,243	20%
March	\$88,203.44 \$225,835.39	\$44,254.06 \$134,603.94	\$43,949.38 \$91,231.45	22259	12861	3048	9398	42%
April	\$83,911.39 \$309,746.78	\$68,361.69 \$202,965.63	\$15,549.70 \$202,965.63	21617	17759	3038	3858	17%
May	\$63,114.59 \$372,861.37	\$40,474.44 \$243,440.07	\$22,640.15 \$225,605.78	22698	16157	3018	6541	28%
June	\$95,410.88 \$468,272.25	\$37,275.43 \$280,715.50	\$58,135.45 \$283,741.23	31864	21902	3011	9962	31%
July	\$87,769.88 \$556,042.13	\$70,105.23 \$350,820.73	\$17,664.65 \$301,405.88	26081	24451	3043	1630	6%
August								
September								
October								
November								
December								

CITY OF WILLARD SEWER SYSTEM 2010

	Income	Operating Expense	Balance	Sewer Sales	Treatment Charge	Balance
January	\$69,556.08	\$48,597.37	\$20,958.71	\$63,583.33	\$19,305.76	\$44,277.57
February	\$64,868.72 \$134,424.80	\$31,734.38 \$80,331.75	\$33,134.34 \$54,093.05	\$62,799.61 \$126,382.94	\$19,323.56 \$38,629.32	\$43,476.05 \$87,753.62
March	\$86,933.26 \$221,358.06	\$48,656.97 \$128,988.72	\$38,276.29 \$92,369.34	\$67,168.12 \$193,551.06	\$19,369.97 \$57,999.29	\$47,798.15 \$135,551.77
April	\$87,766.84 \$309,124.90	\$57,970.60 \$186,959.32	\$29,796.24 \$122,165.58	\$74,720.99 \$268,272.05	\$20,346.95 \$78,346.24	\$54,374.04 \$189,925.81
May	\$62,075.31 \$371,200.21	\$36,238.47 \$223,197.79	\$25,836.84 \$148,002.42	\$58,161.05 \$326,433.10	\$20,084.24 \$98,430.48	\$38,076.81 \$228,002.62
June	\$73,021.52 \$444,221.73	\$33,290.43 \$256,488.22	\$39,731.09 \$187,733.51	\$71,321.01 \$397,754.11	\$20,480.23 \$118,910.71	\$50,840.78 \$278,843.40
July	\$68,580.34 \$512,802.07	\$45,353.95 \$301,842.17	\$23,226.39 \$210,959.90	\$66,841.96 \$464,596.07	\$21,565.03 \$140,475.74	\$45,276.93 \$324,120.33
August						
September						
October						
November						
December						

CITY OF WILLARD COMBINED UTILITIES 2010

	Income	Operating Expenses	Balance	Debt	Gain	Coverage Factor
January	\$137,556.73	\$87,174.35	\$50,382.38	21,100.00	\$29,282.38	1.72%
February	\$134,500.02 \$272,056.75	\$80,331.75 \$167,506.10	\$54,168.27 \$104,550.65	21,100.00 42,200.00	\$33,068.27 \$62,350.65	1.72% 1.64% 1.68%
March	\$175,136.70 \$447,193.45	\$92,911.03 \$260,417.13	\$82,225.67 \$186,776.32	21,100.00 63,300.00	\$61,125.67 \$123,476.32	1.35% 1.51%
April	\$171,678.23 \$618,871.68	\$126,332.29 \$386,749.42	\$45,345.94 \$232,122.26	21,100.00 84,400.00	\$24,245.94 \$147,722.26	1.14% 1.75%
May	\$125,189.90 \$744,061.58	\$76,712.91 \$463,462.33	\$48,476.99 \$280,599.25	21,100.00 105,500.00	\$27,376.99 \$175,099.25	1.29% 1.65%
June	\$168,432.40 \$912,493.98	\$70,565.86 \$534,028.19	\$97,866.54 \$378,465.79	21,100.00 126,600.00	\$76,766.54 \$251,865.79	3.63% 1.98%
July	\$156,350.22 \$1,068,844.20	\$115,459.18 \$649,487.37	\$40,891.04 \$419,356.83	21,100.00 147,700.00	\$19,791.04 \$271,656.83	1.93% 2.83%
August						
September						
October						
November						
December						

CITY OF WILLARD BOARD OF ALDERMEN



AGENDA ITEM # 5b Finance Department

Action required – approval needed

ITEM DESCRIPTION:

Attached are the August, 2010 outstanding bills for your approval.

Following the bills is the sponsorship for the 2010 Tri-State Water Resource Coalition. We sponsored the conference last year at the \$250.00 level and I am requesting approval for the same for this year. Randy Brown will be attending as the representative for the City.

CITY OF WILLARD
Unpaid Invoice Listing
September 09, 2010

Payee #	Payee Name	Invoice Num	Invoice Date	Due Date	Description	G/L Number	Total Due
ACE150	AC ELECTRICAL SYSTEMS, INC.	1020964P	8/30/10	9/15/10	POOL PUMP REPAIRS	3 900	460.06
ADF150	ARBOR DAY FOUNDATION	6332G	8/26/10	9/15/10	DUES	1 840	50.00
ALL110	ALL THAT MUSIC	082110P	8/21/10	9/15/10	MOVIE/DANCE	3 825	690.00
ALO100	ALEXANDER OPEN SYSTEM, INC.	33479G	8/19/10	9/15/10	BATTERY DIAGNOSIS	1 876	131.25
ALO100	ALEXANDER OPEN SYSTEM, INC.	33480G	8/19/10	9/15/10	POWER PROTOCOLS	1 876	87.50
					Vendor Total		218.75
APM100	APAC-MISSOURI, INC.	89069ST	8/16/10	9/15/10	D MIX	1 2895	146.12
APM100	APAC-MISSOURI, INC.	90375ST	8/26/10	9/15/10	D MIX ASPHALT	1 2895	613.10
APM100	APAC-MISSOURI, INC.	90762ST	8/30/10	9/15/10	MARK ST PATCH	1 2895	161.03
					Vendor Total		920.25
BAK565	BAKER MECHANICAL SERVICES	10023088G	8/18/10	9/15/10	A/C REPAIRS	1 900	198.36
BAK565	BAKER MECHANICAL SERVICES	10023095P	8/19/10	9/15/10	PLUMBING/A/C REPAI	3 900	766.89
					Vendor Total		965.25
BEA200	BEACON ATHLETICS	0406013P	8/17/10	9/15/10	SOCCER NET	3 936	155.00
BJ5110	BJ'S TROPHY SHOP	74079P	8/14/10	9/15/10	TROPHIES	3 935	8.00
BLM250	BAIRD, LIGHTNER, MILLSAP	083110G	8/31/10	9/15/10	LEGAL	1 875	3863.75
BLM250	BAIRD, LIGHTNER, MILLSAP	083110P	8/31/10	9/15/10	LEGAL	3 875	42.00
BLM250	BAIRD, LIGHTNER, MILLSAP	083110WS	8/31/10	9/15/10	LEGAL	2 1875	1540.00
					Vendor Total		5445.75
BPI150	BALL PAVING INC.	6431ST	8/16/10	9/15/10	CROSSWALK STRIPING	1 2876	2800.00
CIT105	CITY OF WILLARD	082010G	8/20/10	9/10/10	UTILITIES	1 1959	65.53
CIT305	CITY OF SPRINGFIELD	073110S	7/31/10	9/15/10	SEWER CHG	2 1930	20480.23
CIT305	CITY OF SPRINGFIELD	082010S	8/20/10	9/15/10	SEWER CHG	2 1930	21565.03
					Vendor Total		42045.26
CNA110	CNA SURETY	70349075G	8/31/10	9/15/10	BONDS	1 865	149.30
COMMGN	COMMERCE CREDIT CARD SERVICES	422G	8/11/10	9/15/10	TRAINING	1 945	150.00
COMMGN	COMMERCE CREDIT CARD SERVICES	070110G	7/01/10	9/15/10	TELEPHONES	1 2959	1475.98
COMMGN	COMMERCE CREDIT CARD SERVICES	072210G	7/22/10	9/15/10	BOOKSHELF	1 935	19.99
COMMGN	COMMERCE CREDIT CARD SERVICES	072610G	7/26/10	9/15/10	EMAIL HOSTING	1 876	120.00
COMMGN	COMMERCE CREDIT CARD SERVICES	072810G	7/28/10	9/15/10	SUPPLIES	1 935	9.89
COMMGN	COMMERCE CREDIT CARD SERVICES	080610G	8/06/10	9/15/10	TRAINING	1 945	436.40
COMMGN	COMMERCE CREDIT CARD SERVICES	080610L	8/06/10	9/15/10	SUPPLIES	1 1935	45.10
COMMGN	COMMERCE CREDIT CARD SERVICES	081610G	8/16/10	9/15/10	CHECKS	1 885	323.85
COMMGN	COMMERCE CREDIT CARD SERVICES	081710G	8/17/10	9/15/10	FLASH DRIVES	1 885	79.04
COMMGN	COMMERCE CREDIT CARD SERVICES	081810G	8/18/10	9/15/10	SUPPLIES	1 885	97.25
COMMGN	COMMERCE CREDIT CARD SERVICES	347522G	8/18/10	9/15/10	BACKUP SUBSCRIPTIO	1 876	50.00
COMMGN	COMMERCE CREDIT CARD SERVICES	823106G	8/09/10	9/15/10	OFFICE SUPPLIES	1 885	407.58
COMMGN	COMMERCE CREDIT CARD SERVICES	832269342W	8/12/10	9/15/10	POSTAGE	2 885	1.00
					Vendor Total		3216.08
COMMPK	COMMERCE CREDIT CARD SERVICES	070110P	7/01/10	9/15/10	TELEPHONES	3 940	847.04
COMMPK	COMMERCE CREDIT CARD SERVICES	072810P	7/28/10	9/15/10	SUPPLIES	3 935	58.93
COMMPK	COMMERCE CREDIT CARD SERVICES	072810P	7/28/10	9/15/10	FIELD TRIP LUNCH	3 938	322.57
COMMPK	COMMERCE CREDIT CARD SERVICES	081010P	8/10/10	9/15/10	SUPPLIES	3 938	97.88
COMMPK	COMMERCE CREDIT CARD SERVICES	081910P	8/19/10	9/15/10	AQUATIC SUPPLIES	3 937	43.71
COMMPK	COMMERCE CREDIT CARD SERVICES	117273P	8/06/10	9/15/10	THERMOMETER	3 937	5.99
COMMPK	COMMERCE CREDIT CARD SERVICES	40390624P	7/21/10	9/15/10	TOWER	3 935	468.43
					Vendor Total		1844.55
COMMSE	COMMERCE CREDIT CARD SERVICES	072010S	7/20/10	9/15/10	OFFICE SUPPLIES	2 1885	15.97
COMMSE	COMMERCE CREDIT CARD SERVICES	073010S	7/30/10	9/15/10	POSTAGE	2 1885	4.00
					Vendor Total		19.97
COMMST	COMMERCE CREDIT CARD SERVICES	9967ST	7/31/10	9/15/10	MOWER FILTER/GREAS	1 2965	219.85
COMMST	COMMERCE CREDIT CARD SERVICES	65521ST	8/09/10	9/15/10	ALL TRAIL TIRES	1 2965	164.00
					Vendor Total		383.85
COMMWA	COMMERCE CREDIT CARD SERVICES	070110W	7/01/10	9/15/10	TELEPHONES	2 1959	704.05
COMMWA	COMMERCE CREDIT CARD SERVICES	072210W	7/22/10	9/15/10	HYDRANT PAINT	2 935	176.72
COMMWA	COMMERCE CREDIT CARD SERVICES	072210W	7/22/10	9/15/10	TAX REFUND	2 935	-12.48
COMMWA	COMMERCE CREDIT CARD SERVICES	072710W	7/27/10	9/15/10	POSTAGE	2 885	1.00
COMMWA	COMMERCE CREDIT CARD SERVICES	073010W	7/30/10	9/15/10	STAMP	2 885	47.96
COMMWA	COMMERCE CREDIT CARD SERVICES	077081W	8/05/10	9/15/10	BOOTS	2 1935	216.68
COMMWA	COMMERCE CREDIT CARD SERVICES	080210W	8/02/10	9/15/10	POSTAGE	2 885	0.50
COMMWA	COMMERCE CREDIT CARD SERVICES	82357552W	7/26/10	9/15/10	SUPPLIES	2 935	59.40
					Vendor Total		1193.83

CITY OF WILLARD
Unpaid Invoice Listing
September 09, 2010

Payee #	Payee Name	Invoice Num	Invoice Date	Due Date	Description	G/L Number	Total Due
CON165	CONCO QUARRIES, INC.	348570ST	8/13/10	9/15/10	GRAVEL	1 2935	98.16
CON365	CONOCOPHILLIPS FLEET	5749008L	8/31/10	9/09/10	GAS	1 1960	2075.02
CON365	CONOCOPHILLIPS FLEET	5749008W	8/31/10	9/09/10	GAS	2 960	440.22
					Vendor Total		2515.24
CPI200	COPY PRODUCTS, INC	52440G	8/16/10	9/15/10	COPIER MAINTENANCE	1 1876	131.41
CPI200	COPY PRODUCTS, INC	52440P	8/16/10	9/15/10	COPIER MAINTENANCE	3 876	25.54
					Vendor Total		156.95
CRE250	CREATIVE MGMT CONSULTANTS	082510L	8/25/10	9/15/10	TRAINING	1 1945	250.00
DAY425	DAYSTAR DISTRIBUTING INC.	80006P	8/19/10	9/15/10	LIGHTS	3 808	199.92
DEL105	DELTA DENTAL OF MISSOURI	090110G	9/01/10	9/15/10	GROUP INSURANCE	1 4860	457.01
DEL105	DELTA DENTAL OF MISSOURI	090110P	9/01/10	9/15/10	GROUP INSURANCE	3 860	326.91
DEL105	DELTA DENTAL OF MISSOURI	090110WS	9/01/10	9/15/10	GROUP INSURANCE	2 1860	387.02
					Vendor Total		1170.94
DIR520	DIRECTV	1328809377P	8/31/10	9/15/10	SATELLITE	3 876	78.99
ELK205	ELKINS-SWYERS CO., INC.	129979L	8/25/10	9/15/10	CITATIONS	1 1935	436.00
EMP210	EMPIRE ELECTRIC	081710G	8/17/10	9/09/10	UTILITIES	1 2955	5607.77
EMP210	EMPIRE ELECTRIC	081710P	8/17/10	9/09/10	UTILITIES	3 955	4090.46
EMP210	EMPIRE ELECTRIC	082310P	8/23/10	9/08/10	SOCCER PARK	3 955	238.10
EMP210	EMPIRE ELECTRIC	082310S	8/23/10	9/15/10	Z HWY LIFT STATION	2 1955	70.65
EMP210	EMPIRE ELECTRIC	082410P	8/24/10	9/08/10	AQUATIC CENTER	3 955	2223.44
EMP210	EMPIRE ELECTRIC	082410P	8/24/10	9/08/10	JACKSON ST PARK	3 955	207.70
EMP210	EMPIRE ELECTRIC	083110P	8/31/10	9/09/10	MAINT BLDG	3 955	158.84
EMP210	EMPIRE ELECTRIC	083110S	8/31/10	9/09/10	LAGOON	2 1955	577.71
EMP210	EMPIRE ELECTRIC	083110W	8/31/10	9/09/10	MAINT BLDG	2 955	319.90
EMP210	EMPIRE ELECTRIC	081710WS	8/17/10	9/09/10	UTILITIES	2 1955	8066.12
					Vendor Total		20405.27
ESR500	ESRI, INC.	25436862PD	9/04/10	9/15/10	MAINTENANCE AGMT	1 4876	400.00
GAL535	GALL'S INC.	673433L	7/22/10	9/15/10	VESTS	1 1810	5137.43
GAR250	GARDNER ENGINEERING	1136PD	8/11/10	9/15/10	ENG REVIEW	1 4876	312.00
GCH100	GREENE CO HEALTH DEPT	138W	8/10/10	9/15/10	WATER TESTS	2 876	80.00
GRE100	GREENE COUNTY HIGHWAY DEPT.	082610ST	8/26/10	9/15/10	INTERSECTION	1 2880	10000.00
GRE250	GREENE COUNTY EOM	081010L	8/10/10	9/15/10	ID BADGES	1 935	7.50
HAW145	HAWKINS INC.	3145194W	8/02/10	9/15/10	CHLORINE	2 935	233.33
HER180	HERTZ EQUIPMENT RENTAL	25154905WA	8/10/10	9/15/10	SAFETY GLASSES	2 935	55.94
HFT100	HARBOR FREIGHT TOOLS	404614WS	8/23/10	9/15/10	JACK STANDS	2 1935	196.95
IBL150	IKARD & BROWN LAW OFFICES	083110L	8/31/10	9/15/10	JUDGE	1 1875	927.50
INL105	INLAND PRINTING COMPANY	39715G	8/19/10	9/15/10	COPIER MAINTENANCE	1 876	31.42
JCI200	JCI	8018277W	8/17/10	9/15/10	WELL REPAIR	2 900	1019.00
JOE400	JOE'S TIRE SHOP	173755S	8/05/10	9/15/10	TIRES	2 1965	852.00
JOE400	JOE'S TIRE SHOP	173755EM	8/05/10	9/15/10	TIRE	1 5935	91.50
					Vendor Total		943.50
KEE100	KEE WES EQUIPMENT CO.	1592P	8/03/10	9/15/10	SOAP	3 808	39.19
KEE100	KEE WES EQUIPMENT CO.	1753P	8/09/10	9/15/10	SOAP/TOWELS/MOP	3 808	233.39
KEE100	KEE WES EQUIPMENT CO.	1831P	8/12/10	9/15/10	SHAMPOO/SOAP	3 935	182.19
KEE100	KEE WES EQUIPMENT CO.	2143P	8/30/10	9/15/10	SHAMPOO/SOAP	3 935	182.19
KEE100	KEE WES EQUIPMENT CO.	2157G	8/27/10	9/15/10	SUPPLIES	1 935	410.14
					Vendor Total		1047.10
KEN435	KENCO FIRST EXTINGUISHER	22179P	8/03/10	9/15/10	FIRE SYS INSPECTIO	3 876	97.00
LAK110	LAKELAND LABORATORIES	15174S	8/20/10	9/15/10	LAGOON TESTING	2 1876	135.00
LOK150	KRISTOFFER BAREFIELD	083110L	8/31/10	9/15/10	PROS ATTORNEY	1 1875	1610.00
LOW505	LOWES CREDIT SERVICES	082010P	8/20/10	9/15/10	PAINT/SUPPLIES	3 900	289.58
LOW505	LOWES CREDIT SERVICES	082410S	8/24/10	9/15/10	WATER STOP CEMENT	2 1900	106.04
					Vendor Total		395.62
MCB150	MCBEE SYSTEMS	13195227L	8/12/10	9/15/10	RECEIPTS	1 1885	162.23
MED230	MEDIACOM	082510G	8/25/10	9/15/10	CABLE	1 876	10.00

CITY OF WILLARD
Unpaid Invoice Listing
September 09, 2010

Payee #	Payee Name	Invoice Num	Invoice Date	Due Date	Description	G/L Number	Total Due
MIS350	MISSOURI LAGERS	083110G	8/31/10	9/15/10	RETIREMENT	1 4910	3318.39
MIS350	MISSOURI LAGERS	083110P	8/31/10	9/15/10	RETIREMENT	3 910	1184.92
MIS350	MISSOURI LAGERS	083110WS	8/31/10	9/15/10	RETIREMENT	2 1910	1702.75
Vendor Total							6206.06
MIS500	MO. VOCATIONAL ENTERPRISES	384668ST	8/31/10	9/15/10	STREET SIGNS	1 2935	646.00
MOC100	MISSOURI ONE CALL	80508WS	8/31/10	9/15/10	LOCATES	2 1876	92.30
MUR460	MURFIN'S MARKET	081310P	8/13/10	9/15/10	CONCESSIONS	3 820	20.22
MUR460	MURFIN'S MARKET	081710P	8/17/10	9/15/10	CONCESSIONS	3 820	7.98
MUR460	MURFIN'S MARKET	081710P	8/17/10	9/15/10	CONCESSIONS	3 820	31.64
MUR460	MURFIN'S MARKET	081910G	8/19/10	9/15/10	MEETING	1 935	38.86
MUR460	MURFIN'S MARKET	081910P	8/19/10	9/15/10	CONCESSIONS	3 820	38.86
MUR460	MURFIN'S MARKET	080510ST	8/05/10	9/15/10	CAT LITTER	1 2935	10.36
Vendor Total							147.92
OFF250	OFFICER CPA FIRM LLC	1724G	8/31/10	9/15/10	AUDIT	1 1876	2814.05
OFF250	OFFICER CPA FIRM LLC	1724P	8/31/10	9/15/10	AUDIT	3 805	2814.05
OFF250	OFFICER CPA FIRM LLC	1724WS	8/31/10	9/15/10	AUDIT	2 1805	5628.10
Vendor Total							11256.20
OIS160	ONLINE INFORMATION SERVICES	276464WS	8/31/10	9/15/10	UTILITY EXCHG REPO	2 1876	126.90
ORE145	O'REILLY'S AUTO PARTS	398913ST	8/23/10	9/15/10	AUTO SUPPLIES	1 2965	61.16
ORE145	O'REILLY'S AUTO PARTS	406136ST	7/29/10	9/15/10	AUTO SUPPLIES	1 2965	776.49
ORE145	O'REILLY'S AUTO PARTS	36408830L	8/06/10	9/15/10	LIGHT	1 1965	10.47
ORE145	O'REILLY'S AUTO PARTS	36407889ST	8/03/10	9/15/10	FILTERS/ANTIFREEZE	1 2965	177.50
ORE145	O'REILLY'S AUTO PARTS	36408820ST	8/06/10	9/15/10	TRAILER LIGHTS	1 2965	13.65
ORE145	O'REILLY'S AUTO PARTS	48397986ST	8/19/10	9/15/10	BULBS	1 2965	9.42
Vendor Total							1048.69
OZA255	OZARKS COCA COLA	10501505P	8/06/10	9/15/10	CONCESSIONS	3 820	72.00
OZA255	OZARKS COCA COLA	10501506P	8/06/10	9/15/10	CONCESSIONS	3 820	153.10
Vendor Total							225.10
OZA260	OZARK FLAG DISTRIBUTORS	2095P	8/19/10	9/15/10	FLAGS	3 935	113.40
OZA270	OZARK POWER CENTER INC.	271190P	8/10/10	9/15/10	BELTS	3 965	80.60
OZA270	OZARK POWER CENTER INC.	271454ST	8/19/10	9/15/10	BELTS	1 2965	48.00
Vendor Total							128.60
POC240	POCKET PRESS, INC.	53883L	8/20/10	9/15/10	CRIM LAW BOOKS	1 1935	33.96
PRE250	PRE-PAID LEGAL SERVICES, INC.	083110L	8/31/10	9/15/10	OFFICER LEGAL AID	1 1876	53.85
PUR100	PURCHASE POWER	080910W	8/09/10	9/15/10	POSTAGE	2 885	200.00
PUR100	PURCHASE POWER	071410WS	7/14/10	9/15/10	POSTAGE	2 1885	400.00
PUR100	PURCHASE POWER	081510WS	8/15/10	9/15/10	POSTAGE	2 1885	868.42
Vendor Total							1468.42
RAC450	RACE BROS. FARM SUPPLY, INC.	622600P	8/06/10	9/15/10	FLY SPRAY	3 937	14.95
RAC450	RACE BROS. FARM SUPPLY, INC.	623023P	8/19/10	9/15/10	FLY SPRAY	3 937	56.85
RAC450	RACE BROS. FARM SUPPLY, INC.	622709ST	8/10/10	9/15/10	TRIMMER LINE	1 2935	77.00
RAC450	RACE BROS. FARM SUPPLY, INC.	622815ST	8/13/10	9/15/10	WEED KILLER	1 2935	72.18
Vendor Total							220.98
RAD610	RADIOPHONE ENGINEERING, INC.	103112L	7/30/10	9/15/10	RADIO REPAIR	1 1900	393.00
RAD610	RADIOPHONE ENGINEERING, INC.	104589L	8/24/10	9/15/10	EARPIECE ADAPTER	1 1935	35.50
Vendor Total							428.50
RAM150	RAMSEY SOLUTIONS	1228P	8/30/10	9/15/10	EMAIL CAMPAIGN	3 876	355.00
RAY125	RAYMOND L. HOPPER	081710PD	8/17/10	9/15/10	INSPECTIONS	1 4825	632.00
REA225	REAVIS WATER WELL	369W	8/24/10	9/15/10	CHLORINE PUMP	2 900	866.00
REC500	RECREONICS INC.	363784P	8/23/10	9/15/10	LADDER TREAD	3 900	115.31
REX380	REX SMITH OIL CO.	55007ST	8/16/10	9/15/10	DIESEL	1 2965	994.41
REX380	REX SMITH OIL CO.	55007ST	8/16/10	9/15/10	DIESEL	1 2960	994.41
REX380	REX SMITH OIL CO.	843323P	8/23/10	9/15/10	DIESEL	3 965	208.42
REX380	REX SMITH OIL CO.	535405ST	7/20/10	9/15/10	DIESEL	1 2960	224.03
Vendor Total							2421.27
SAM420	SAM'S CLUB	081110P	8/11/10	9/15/10	CONCESSIONS	3 820	42.20
SCU425	SCURLOCK INDUSTRIES	1465ST	8/03/10	9/15/10	WHISTLE	1 2935	48.00

CITY OF WILLARD
Unpaid Invoice Listing
September 09, 2010

Payee #	Payee Name	Invoice Num	Invoice Date	Due Date	Description	G/L Number	Total Due
SPF100	SPFD FAMILY MEDICAL WALK-IN	080410L	8/04/10	9/15/10	PRE-EMPLOYMENT TES	1 1876	70.00
SPF100	SPFD FAMILY MEDICAL WALK-IN	100712P	7/12/10	9/15/10	DRUG SCREENING	3 876	70.00
					Vendor Total		140.00
SPR275	SPRINGFIELD WINWATER WORKS CO	280182W	8/04/10	9/15/10	LEAK CLAMP	2 935	197.62
SPR275	SPRINGFIELD WINWATER WORKS CO	280256W	8/11/10	9/15/10	SADDLE TEE	2 935	21.98
					Vendor Total		219.60
SPS150	SCHENDEL PEST SERVICES	550145468G	8/09/10	9/15/10	PEST CONTROL	1 2935	90.00
SPS150	SCHENDEL PEST SERVICES	550145468P	8/09/10	9/15/10	PEST CONTROL	3 876	60.00
					Vendor Total		150.00
STE125	STEELE EXCAVATION	07301022S	8/19/10	9/15/10	SEWER MAIN REPAIR	2 1900	2120.00
STI150	SAWYER TIRE INC.	156WS	8/12/10	9/15/10	TIRES	2 1965	162.40
STI150	SAWYER TIRE INC.	959ST	9/02/10	9/15/10	FLAT REPAIR	1 2965	12.00
STI150	SAWYER TIRE INC.	622410P	7/20/10	9/15/10	TIRE	3 965	76.45
					Vendor Total		250.85
SWK150	SWANK MOTION PICTURES, INC.	1469818P	8/06/10	9/15/10	MOVIE	3 938	321.00
SYS150	SYSO OF KANSAS CITY	7020871P	7/02/10	9/15/10	CONCESSIONS	3 820	399.36
SYS150	SYSO OF KANSAS CITY	8051311P	8/05/10	9/15/10	CONCESSIONS	3 820	407.42
SYS150	SYSO OF KANSAS CITY	8200987P	8/20/10	9/15/10	CONCESSIONS	3 820	521.62
					Vendor Total		1328.40
UNI110	UNIFIRST CORP	2577670P	7/29/10	9/15/10	MATS	3 935	10.50
UNI110	UNIFIRST CORP	2577671L	7/29/10	9/15/10	MATS	1 1935	10.00
UNI110	UNIFIRST CORP	2577672G	7/29/10	9/15/10	MATS/UNIFORMS	1 935	11.65
UNI110	UNIFIRST CORP	2577673P	7/29/10	9/15/10	MATS	3 935	19.85
UNI110	UNIFIRST CORP	2579055P	8/18/10	9/15/10	MATS	3 935	10.50
UNI110	UNIFIRST CORP	2579056P	8/05/10	9/15/10	MATS	3 935	10.50
UNI110	UNIFIRST CORP	2579057L	8/05/10	9/15/10	MATS	1 1935	10.00
UNI110	UNIFIRST CORP	2579058G	8/05/10	9/15/10	MATS/UNIFORMS	1 4935	11.65
UNI110	UNIFIRST CORP	2579059P	8/05/10	9/15/10	MATS	3 935	19.85
UNI110	UNIFIRST CORP	2580201P	8/11/10	9/15/10	MATS	3 935	10.50
UNI110	UNIFIRST CORP	2580202L	8/11/10	9/15/10	MATS	1 1935	10.00
UNI110	UNIFIRST CORP	2580203G	8/11/10	9/15/10	MATS/UNIFORMS	1 4935	11.65
UNI110	UNIFIRST CORP	2580204P	8/11/10	9/15/10	MATS	3 935	19.85
UNI110	UNIFIRST CORP	2581578L	8/18/10	9/15/10	MATS	1 1935	10.00
UNI110	UNIFIRST CORP	2581579G	8/18/10	9/15/10	MATS/UNIFORMS	1 4935	11.65
UNI110	UNIFIRST CORP	2581580P	8/18/10	9/15/10	MATS	3 935	19.85
UNI110	UNIFIRST CORP	2582968P	8/25/10	9/15/10	MATS	3 935	10.50
UNI110	UNIFIRST CORP	2582969L	8/25/10	9/15/10	MATS	1 1935	10.00
UNI110	UNIFIRST CORP	2582970G	8/25/10	9/15/10	MATS/UNIFORMS	1 4935	11.65
UNI110	UNIFIRST CORP	2582971P	8/25/10	9/15/10	MATS	3 935	19.85
UNI110	UNIFIRST CORP	2577669WS	7/29/10	9/15/10	UNIFORMS	2 1935	56.63
UNI110	UNIFIRST CORP	2579055WS	8/18/10	9/15/10	MATS	3 935	10.50
UNI110	UNIFIRST CORP	2580200WS	8/11/10	9/15/10	UNIFORMS	2 1935	55.93
UNI110	UNIFIRST CORP	2581576WS	8/18/10	9/15/10	UNIFORMS	2 1935	56.63
UNI110	UNIFIRST CORP	2582967WS	8/25/10	9/15/10	UNIFORMS	2 1935	56.63
					Vendor Total		496.32
USA405	US BANK	158313551G	8/26/10	9/15/10	COPIER LEASE	3 810	524.48
UTI115	UTILITY SERVICE CO, INC	247211W	8/31/10	9/15/10	TOWER MAINTENANCE	2 900	4189.15
VER100	VERIZON WIRELESS	2449699267G	8/31/10	9/15/10	PHONES	1 4940	493.00
VER100	VERIZON WIRELESS	2449699267P	8/31/10	9/15/10	PHONES	3 940	177.70
VER100	VERIZON WIRELESS	2449699267W	8/31/10	9/15/10	PHONES	2 1959	105.17
					Vendor Total		775.87
VSP130	VISION SERVICE PLAN - (IC)	081710G	8/17/10	9/15/10	GROUP INSURANCE	1 860	76.93
VSP130	VISION SERVICE PLAN - (IC)	081710L	8/17/10	9/15/10	GROUP INSURANCE	1 1860	91.63
VSP130	VISION SERVICE PLAN - (IC)	081710P	8/17/10	9/15/10	GROUP INSURANCE	3 860	14.70
VSP130	VISION SERVICE PLAN - (IC)	081710WS	8/17/10	9/15/10	GROUP INSURANCE	2 1860	165.13
					Vendor Total		348.39
WAT200	WATER WORKS, INC.	10021P	8/17/10	9/15/10	1 HP POOL PUMP	3 937	546.04
WCA100	WCA MO - CITY BILLING	072910W	7/29/10	9/15/10	CITIZEN TRASH BILL	2 943	3068.25
WIL295	WILLARD CHAMBER OF COMMERCE	1110P	8/31/10	9/15/10	LUNCHEON	3 935	10.00
					Final Total		149909.43

1	805	0	AUDIT FEE (GCG)	1407.03
1	810	0	CAPITAL ASSET EXPENDITURES (GCG)	174.83
1	840	0	DUES AND SUBSCRIPTIONS (GCG)	50.00
1	860	0	GROUP INSURANCE (GCG)	272.41
1	865	0	INSURANCE (GCG)	149.30
1	875	0	LEGAL (GCG)	3863.75

CITY OF WILLARD
Unpaid Invoice Listing
September 09, 2010

Payee #	Payee Name	Invoice Numb	Invoice Date	Due Date	Description	G/L Number	Total Due
1	876 0	PROFESSIONAL (GCG)			578.88		
1	885 0	OFFICE SUPPLIES (GCG)			907.72		
1	900 0	REPAIRS AND MAINTENANCE (GCG)			198.36		
1	910 0	RETIREMENT PLAN (GCG)			332.33		
1	935 0	SUPPLIES (GCG)			519.38		
1	940 0	TELEPHONE (GCG)			675.65		
1	945 0	TRAVEL AND TRAINING (GCG)			586.40		
1	955 0	UTILITIES-ELECTRIC (GCG)			620.48		
1	959 0	UTILITIES-OTHER (GCG)			48.53		
1	1810 0	CAPITAL ASSET EXP (LAW)			5312.26		
1	1860 0	GROUP INSURANCE (LAW)			320.47		
1	1875 0	LEGAL (LAW)			2537.50		
1	1876 0	PROFESSIONAL (LAW)			1573.57		
1	1885 0	OFFICE EXPENSE (LAW)			162.23		
1	1900 0	REPAIRS & MAINTENANCE (LAW)			393.00		
1	1910 0	RETIREMENT PLAN (LAW)			2233.00		
1	1935 0	SUPPLIES (LAW)			600.56		
1	1940 0	TELEPHONE (LAW)			1154.05		
1	1945 0	TRAVEL & TRAINING (LAW)			250.00		
1	1955 0	UTILITIES-ELECTRIC (LAW)			506.39		
1	1959 0	UTILITIES-OTHER (LAW)			17.00		
1	1960 0	VEHICLE EXPENSES-GAS			2075.02		
1	1965 0	VEHICLE EXPENSE-OTHER			10.47		
1	2876 0	HEP SHOTS			2800.00		
1	2880 0	MISCELLANEOUS EXP. (STREETS)			10000.00		
1	2895 0	PAVING (STREETS)			920.25		
1	2910 0	RETIREMENT PLAN (STREETS)			425.69		
1	2930 0	STREET LIGHTS (STREETS)			4193.89		
1	2935 0	SUPPLIES (STREETS)			981.70		
1	2955 0	UTILITIES-ELECTRIC (ST)			287.01		
1	2959 0	UTILITIES-OTHER (ST)			76.28		
1	2960 0	VEHICLE EXPENSE-GAS			1218.44		
1	2965 0	VEHICLE EXPENSE-OTHER			2476.48		
1	4825 0	CONTRACT LABOR (P&D)			632.00		
1	4860 0	GROUP INSURANCE (P&D)			32.69		
1	4876 0	PROFESSIONAL (P&D)			712.00		
1	4910 0	RETIREMENT (P&D)			327.37		
1	4935 0	SUPPLIES (P&D)			25.25		
1	4940 0	TELEPHONE (P&D)			63.00		
1	5935 0	SUPPLIES (EM)			91.50		
	Total for Fund #: 1				52794.12		
2	805 0	AUDIT (WATER)			2814.05		
2	860 0	GROUP INSURANCE (WATER)			276.07		
2	875 0	LEGAL (WATER)			882.00		
2	876 0	PROFESSIONAL (WATER)			189.60		
2	885 0	OFFICE SUPPLIES (WATER)			884.67		
2	900 0	REPAIRS AND MAINTENANCE (WATER)			6074.15		
2	910 0	RETIREMENT PLAN (WATER)			851.38		
2	935 0	SUPPLIES (WATER)			1052.24		
2	943 0	TRASH EXPENSE			3068.25		
2	955 0	UTILITIES-ELECTRIC (WATER)			6122.56		
2	959 0	UTILITIES-OTHER (WATER)			106.09		
2	960 0	VEHICLE EXPENSES-GAS			440.22		
2	965 0	VEHICLE EXPENSE-OTHER			81.20		
2	1805 0	AUDIT (SEWER)			2814.05		
2	1860 0	GROUP INSURANCE (SEWER)			276.08		
2	1875 0	LEGAL (SEWER)			658.00		
2	1876 0	PROFESSIONAL (SEWER)			244.60		
2	1885 0	OFFICE SUPPLIES (SEWER)			654.18		
2	1900 0	REPAIRS AND MAINTENANCE (SEWER)			2226.04		
2	1910 0	RETIREMENT PLAN (SEWER)			851.37		
2	1930 0	SPRINGFIELD SEWER CHARGES (SEWER)			42045.26		
2	1935 0	SUPPLIES (SEWER)			319.72		
2	1955 0	UTILITIES-ELECTRIC (SEWER)			1756.40		
2	1959 0	UTILITIES-OTHER (SEWER)			703.13		
2	1965 0	VEHICLE EXPENSE-OTHER			933.20		
	Total for Fund #: 2				76324.51		
3	805 0	908.53			2814.05		
3	808 0	BUILDING MAINTENANCE (PARK)			472.50		
3	810 0	CAPITAL ASSET EXPENDITURES			174.82		
3	820 0	CONCESSIONS			1694.40		
3	825 0	CONTRACT LABOR			690.00		
3	860 0	GROUP INSURANCE			341.61		
3	875 0	LEGAL AND PROFESSIONAL			42.00		
3	876 0	PROFESSIONAL			686.53		
3	900 0	REPAIRS AND MAINTENANCE			1631.84		
3	910 0	RETIREMENT PLAN			1184.92		
3	935 0	SUPPLIES-GENERAL (PARK)			1185.39		
3	936 0	SUPPLIES-SPORTS			155.00		
3	937 0	SUPPLIES-AQUATIC			725.93		
3	938 0	SUPPLIES-SPECIAL ACTIVITY (PARK)			683.06		
3	940 0	TELEPHONE			1024.74		
3	955 0	UTILITIES-ELECTRIC (PARK)			6918.54		
3	965 0	VEHICLE EXPENSE-OTHER			365.47		
	Total for Fund #: 3				20790.80		

10/09/09
12:03:16
Page 6

CITY OF WILLARD
Unpaid Invoice Listing
September 09, 2010

Payee #	Payee Name	Invoice Numb	Invoice Date	Due Date	Description	G/L Number	Total Due
---------	------------	--------------	--------------	----------	-------------	------------	-----------

8/10/2010



Sponsorship Request: *Water: a Finite Resource in a Growing Region*
Conference Date: November 18 & 19, 2010

Adequate supplies of water for drinking, for business/industry, and for agriculture are essential for maintaining quality of life and economic vitality in S.W. Missouri, N.W. Arkansas, N.E. Oklahoma and S.E. Kansas. Yet, as our region grows, and we cycle through periodic drought, water supply issues have become a pressing concern.

The time has come to band together regionally to consider water issues and prepare to meet the future water needs of our communities successfully. Communicating and planning regionally will allow us to gain knowledge and strength, and to leverage resources.

As part of its continuing effort to secure adequate, quality water supplies, Tri-State Water Resource Coalition, along with partner Missouri State University, will convene a 4th annual regional water conference in Springfield on November 18 and 19, 2010.

This conference, titled *Water: a Finite Resource in a Growing Region*, will provide an opportunity for all stakeholders interested in water issues - cities, towns, counties, industry, agriculture, academics, utilities, elected officials, state and federal representatives, etc. - to discuss current water issues and our regional water future, including recommendations and action steps for future planning and engagement.

We ask that your organization support these efforts by becoming a conference sponsor at the \$250, \$500 or \$1,000 level. Your support will help us plan for adequate, quality water supplies for our region for the next generation. We anticipate attendance of 150 people, and hope to draw a good representation of elected officials by inviting them to attend as our guests. Your organization will be recognized as a sponsor at the conference and on all promotional materials. Please email your logo and the name of your contact person if you choose to be a sponsor: gmgren@missouristate.edu.

Please contact Bob or Gail, below, to help support this important regional event.

Respectfully,

Bob Nichols, President
Tri-State Water Resource Coalition
One South Main Suite 102
Webb City, MO 64870
(417) 673-7151 or bnichols66@sbcglobal.net

Gail Melgren, Director
Missouri State University
901 S. National Alum 400
Springfield, MO 65897
(417) 766-9499 or gmgren@missouristate.edu

WATER: A Finite Resource in a Growing Region

A Regional Planning Conference – SAVE THE DATE!

**November 18–19, 2010
Doubletree Hotel
2431 N. Glenstone Avenue
Springfield, Missouri**

This two-day conference will address pressing water issues, including current and possible future water supply, water demand, and efficient use of water in southwest Missouri, southeast Kansas, northeast Oklahoma, and northwest Arkansas.

This event is open to participants from all areas concerned with water issues, including public, private, nonprofit and government representatives. Elected officials are invited to attend as our guests.

Our agenda starts by offering an overview of the global, national, state and regional state of water supply. Through additional panels and presentations we will consider regulatory issues, water use/cost/waste profiles of regional communities, financing of public water projects, quality issues regarding surface and ground water and how quality and supply intersect, efficiency initiatives, economic drivers, and end with a discussion about the competing uses of water.

Speakers will not only address water issues but also recommend action steps for the future. Participants will be encouraged to ask questions and share ideas.

By engaging in a regional discussion, sharing information, and planning together, we hope to further our common goal of ensuring adequate, quality water supplies for generations to come in our growing communities.



Conference Fees

\$95 per person (2-days)
\$65 per person per day
Elected Officials attend free
of charge.
(Fee includes lunch)

Accommodations

Rooms are available at the
Doubletree Hotel in
Springfield under
"Missouri State University".
Call (417) 831-3131

Contacts

Gail Meigren
Missouri State University
Leadership Project
(417) 836-3701 or
(417) 766-9499

CITY OF WILLARD BOARD OF ALDERMEN



AGENDA ITEM # 5c Finance Department

Action required – approval needed

ITEM DESCRIPTION:

As you all know, we took out a loan for \$200,000.00 last year for the park department. I am requesting approval to pay \$50,000.00 toward that balance and refinance the \$150,000.00 for one year.

CITY OF WILLARD BOARD OF ALDERMEN



AGENDA ITEM # 5d Finance Department

Action required – approval needed

ITEM DESCRIPTION:

Following is the log of adjustments that were done to utility customer accounts. Effective with the August log, I will be including this document in one packet for each month. I will be requesting approval of the log.

Each adjustment has a brief explanation of the why the adjustment was made. I will provide any additional information requested, if possible.

FROM 8/01/2010 TO 8/31/2010

ACCOUNT #	SERV ADJ	ADJ DATE	PERIOD	NAME	COMMENT				
		SERVICE		TAX	PENALTY	MISC SERV	MISC TAX	MISC PEN	TOTAL
340010602	SC MISC	8/03/10	1	MELINDA MEINKING/LUKE SCHMIDT	REFUND DUE TO ERROR ON SEWER USAGE				
	PREVIOUS	.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT	.00		.00	.00	18.59-	.00	.00	18.59-
	CURRENT	.00		.00	.00	18.59-	.00	.00	18.59-
118450003	WA PNLT	8/09/10	1	KOURTNEY FIELDS/BRETT RANDES	REFUND PENALTY - CUST SHOULDN'T HAVE RECIEVED				
	PREVIOUS	26.00		1.69	.00	.00	.00	.00	27.69
	ADJUSTMENT	.00		.00	3.63-	.00	.00	.00	3.63-
	CURRENT	26.00		1.69	3.63-	.00	.00	.00	24.06
150013001	SE MISC	8/09/10	1	JILL CRAIG	REFUND- AVERAGE SEWER SHOULD BE 3,000				
	PREVIOUS	.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT	.00		.00	.00	7.36-	.00	.00	7.36-
	CURRENT	.00		.00	.00	7.36-	.00	.00	7.36-
404110004	WA LEAK	8/09/10	1	LAURIE PENDERGRASS	REFUND FOR LEAK ADJUSTMENT				
	PREVIOUS	32.00		.72	.00	.00	.00	.00	32.72
	ADJUSTMENT	.00		.27-	6.00-	.00	.00	.00	6.27-
	CURRENT	32.00		.45	6.00-	.00	.00	.00	26.45
603230105	WA MISC	8/09/10	1	ALICIA CHERYL WEST	PAYMENT NOT POSTED - RECIEPT FOUND				
	PREVIOUS	22.00		.50	.00	.00	.00	.00	22.50
	ADJUSTMENT	.00		.00	.00	45.53-	.00	.00	45.53-
	CURRENT	22.00		.50	.00	45.53-	.00	.00	23.03-
703750201	WA SHUT	8/09/10	1	JENIFER HUGHES	1X ONLY REFUND SHUT-OFF PENALTY				
	PREVIOUS	20.95		1.43	50.00	.00	.00	.00	72.38
	ADJUSTMENT	.00		.00	50.00-	.00	.00	.00	50.00-
	CURRENT	20.95		1.43	.00	.00	.00	.00	22.38
906930201	WA MISC	8/09/10	1	WILLARD SCHOOLS/ADOBE HOUSE	REFUND FOR TAX				
	PREVIOUS	12.00		.90	.00	.00	.00	.00	12.90
	ADJUSTMENT	.00		.00	1.80	.00	.00	.00	1.80
	CURRENT	12.00		.90	1.80	.00	.00	.00	14.70
907430001	SE MISC	8/09/10	1	GERALD ELDER	REFUND - SE AVERAGED WRONG				
	PREVIOUS	.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT	.00		.00	.00	32.40-	.00	.00	32.40-
	CURRENT	.00		.00	.00	32.40-	.00	.00	32.40-
910005502	WA MISC	8/09/10	1	ANN HENDERSON	BILLED IN ERROR				
	PREVIOUS	12.00		.78	.00	.00	.00	.00	12.78
	ADJUSTMENT	.00		.00	.00	12.78-	.00	.00	12.78-
	CURRENT	12.00		.78	.00	12.78-	.00	.00	.00
921030501	SE MISC	8/09/10	1	JAY CARTER	REFUND - AVG WASN'T SET CORRECTLY				
	PREVIOUS	22.24		2.60	.00	.00	.00	.00	24.84
	ADJUSTMENT	.00		.00	.00	21.74-	.00	.00	21.74-
	CURRENT	22.24		2.60	.00	21.74-	.00	.00	3.10
932013002	WA SHUT	8/09/10	1	DAVID CRISP	REFUND SHUT OFF PENALTY DUE TO ERROR ON OUR END				
	PREVIOUS	.00		.14	50.00	.00	.00	.00	50.14
	ADJUSTMENT	.00		.00	50.00-	.00	.00	.00	50.00-
	CURRENT	.00		.14	.00	.00	.00	.00	.14
932100001	WA LEAK	8/09/10	1	LARRY HALVERSON	LEAK ADJ.				
	PREVIOUS	208.00		1.56	.00	.00	.00	.00	209.56
	ADJUSTMENT	.00		1.38-	.00	92.00-	.00	.00	93.38-
	CURRENT	208.00		.18	.00	92.00-	.00	.00	116.18
932114501	WA MISC	8/09/10	1	JOE D MCDONALD	REFUND - CUST. WASN'T SHUT-OFF PROPERLY				
	PREVIOUS	32.00		.24	.00	.00	.00	.00	32.24
	ADJUSTMENT	.00		.00	.00	32.24-	.00	.00	32.24-
	CURRENT	32.00		.24	.00	32.24-	.00	.00	.00
954042001	WA SHUT	8/09/10	1	RODNEY & GAIL POE	PENALTY DUE TO P.A NOT KEPT				
	PREVIOUS	16.40-		.23	.00	.00	.00	.00	16.17-

ACCOUNT #	SERV	ADJ	ADJ DATE	PERIOD	NAME	COMMENT	FROM 8/01/2010 TO 8/31/2010			
			SERVICE		TAX	PENALTY	MISC SERV	MISC TAX	MISC PEN	TOTAL
					ADJUSTMENT	.00	.00	.00	.00	50.00
					CURRENT	16.40-	.23	50.00	.00	33.83
110018502	TR	MISC	8/10/10	1	BONNIE HOBBS		REFUND FOR EXTRA TR CART			
					PREVIOUS	19.25	.00	.00	.00	19.25
					ADJUSTMENT	.00	.00	.00	.00	6.75-
					CURRENT	19.25	.00	.00	.00	12.50
150023002	WA	MISC	8/10/10	1	RICHARD B LEED		Returned check added to acct plus \$25.00 penalty			
					PREVIOUS	14.68-	.00	.00	.00	14.68-
					ADJUSTMENT	.00	.00	.00	.00	105.00
					CURRENT	14.68-	.00	.00	.00	90.32
180055000	WA	MISC	8/10/10	1	NORTHBROOKE APTS		SERVICE OFF 3/15 - SHOULDN'T HAVE BEEN BILLED			
					PREVIOUS	12.00	.78	.00	.00	12.78
					ADJUSTMENT	.00	.00	.00	.00	75.02-
					CURRENT	12.00	.78	.00	.00	62.24-
401740101	WA	LEAK	8/10/10	1	Randy Cook		LEAK ADJUSTMENT			
					PREVIOUS	26.00	.59	.00	.00	26.59
					ADJUSTMENT	.00	.00	.00	.00	43.89-
					CURRENT	26.00	.59	.00	.00	17.30-
703750201	WA	SHUT	8/10/10	1	JENIFER HUGHES		REFUND SHUT-OFF PENALTY			
					PREVIOUS	20.95	1.43	.00	.00	22.38
					ADJUSTMENT	.00	.00	50.00-	.00	50.00-
					CURRENT	20.95	1.43	50.00-	.00	27.62-
112180002	WA	DEP	8/11/10	1	DAVID HUSKISSON		REMOVED & APPLIED DEPOSIT			
					PREVIOUS	12.00	.78	.00	.00	12.78
					ADJUSTMENT	.00	.00	.00	.00	75.00-
					CURRENT	12.00	.78	.00	.00	62.22-
118161101	WA	DEP	8/11/10	1	HEATHER WILLIAMS		REMOVED & APPLIED DEPOSIT			
					PREVIOUS	24.00	.54	.00	.00	24.54
					ADJUSTMENT	.00	.00	.00	.00	75.00-
					CURRENT	24.00	.54	.00	.00	50.46-
180029002	WA	DEP	8/11/10	1	CRYSTAL M FISH		REMOVED & APPLIED DEPOSIT			
					PREVIOUS	12.00	.27	.00	.00	12.27
					ADJUSTMENT	.00	.00	.00	.00	75.00-
					CURRENT	12.00	.27	.00	.00	62.73-
180045001	WA	DEP	8/11/10	1	LEESA JILL ROGERS		REMOVED & APPLIED DEPOSIT			
					PREVIOUS	13.35	.86	.00	.00	14.21
					ADJUSTMENT	.00	.00	.00	.00	75.00-
					CURRENT	13.35	.86	.00	.00	60.79-
180056002	WA	DEP	8/11/10	1	MELISSA KROUTIL		REMOVED & APPLIED DEPOSIT			
					PREVIOUS	12.88	.83	.00	.00	13.71
					ADJUSTMENT	.00	.00	.00	.00	75.00-
					CURRENT	12.88	.83	.00	.00	61.29-
180078001	WA	DEP	8/11/10	1	JESSICA LANGLEY		REMOVED & APPLIED DEPOSIT			
					PREVIOUS	12.00	.27	.00	.00	12.27
					ADJUSTMENT	.00	.00	.00	.00	75.00-
					CURRENT	12.00	.27	.00	.00	62.73-
180224002	PR	MISC	8/11/10	1	CINDY CUSATI		REFUND PRIMACY FEE - ALREADY PAID			
					PREVIOUS	3.00	.00	.00	.00	3.00
					ADJUSTMENT	.00	.00	.00	.00	3.00-
					CURRENT	3.00	.00	.00	.00	.00
180224002	SC	MISC	8/11/10	1	C					

FROM 8/01/2010 TO 8/31/2010

ACCOUNT #	SERV	ADJ	ADJ DATE	PERIOD	NAME	COMMENT	MISC SERV	MISC TAX	MISC PEN	TOTAL
			SERVICE		TAX					
200600002	WA	MISC	8/11/10	1	JOSHUA JUSTIS	REFUND DUE TO WRONG READING				
		PREVIOUS			.00		.00	.00	.00	.00
		ADJUSTMENT			.00		204.43-	.00	.00	204.43-
		CURRENT			.00		204.43-	.00	.00	204.43-
301340003	WA	DEP	8/11/10	1	LINDSAY GILLMORE	REMOVED & REFUND DEPOSIT				
		PREVIOUS			38.73		.87	.00	.00	39.60
		ADJUSTMENT			.00		.00	.00	.00	75.00-
		CURRENT			38.73		.87	.00	.00	35.40-
310003805	WA	DEP	8/11/10	1	JOHN RATLIFF	REMOVED & APPLIED DEPOSIT				
		PREVIOUS			14.00		.32	.00	.00	14.32
		ADJUSTMENT			.00		.00	.00	.00	42.84-
		CURRENT			14.00		.32	.00	.00	28.52-
330019501	WA	DEP	8/11/10	1	BRIAN YOUNG	REMOVED & APPLIED DEPOSIT				
		PREVIOUS			12.00		.78	.00	.00	12.78
		ADJUSTMENT			.00		.00	.00	.00	75.00-
		CURRENT			12.00		.78	.00	.00	62.22-
330029001	WA	DEP	8/11/10	1	CRYSTAL CRANE	REMOVED & APPLIED DEPOSIT				
		PREVIOUS			26.00		.59	.00	.00	26.59
		ADJUSTMENT			.00		.00	.00	.00	75.00-
		CURRENT			26.00		.59	.00	.00	48.41-
603051101	PR	MISC	8/11/10	1	TACO BELL#348/IRRIGATION ACCT	REFUND - SHOULD HAVE ONLY BEEN CHARGED 1X				
		PREVIOUS			.00		.00	.00	.00	.00
		ADJUSTMENT			.00		.00	.00	.00	18.00-
		CURRENT			.00		.00	.00	.00	18.00-
906800302	WA	DEP	8/11/10	1	BENJAMIN NIX	REMOVED & APPLIED DEPOSIT				
		PREVIOUS			18.00		1.17	50.00	.00	69.17
		ADJUSTMENT			.00		.00	.00	.00	75.00-
		CURRENT			18.00		1.17	50.00	.00	5.83-
920006901	WA	SHUT	8/11/10	1	KRISTIE BATES	SHUT-OFF PENALTY FOR PA NOT KEPT				
		PREVIOUS			.00		.00	.00	.00	139.78
		ADJUSTMENT			.00		.00	.00	.00	50.00
		CURRENT			.00		.00	.00	.00	189.78
932075001	WA	MISC	8/11/10	1	BRIAN STEWART	REFUND - BILL NOT PROPERLY PRORATED				
		PREVIOUS			22.00		.17	.00	.00	22.17
		ADJUSTMENT			.00		.00	.00	.00	51.96-
		CURRENT			22.00		.17	.00	.00	29.79-
965109502	WA	DEP	8/11/10	1	LETICIA MESSLEY	REMOVED & APPLIED DEPOSIT				
		PREVIOUS			42.00		.32	50.00	.00	92.32
		ADJUSTMENT			.00		.00	.00	.00	75.00-
		CURRENT			42.00		.32	50.00	.00	17.32
932040301	TR	MISC	8/12/10	1	ROGER HENDERSON	REFUND PER ALLIED				
		PREVIOUS			12.50		.00	1.25	.00	13.75
		ADJUSTMENT			.00		.00	.00	.00	2.88-
		CURRENT			12.50		.00	1.25	.00	10.87
310003805	WA	DEP	8/17/10	1	JOHN RATLIFF	MAILED CHECK \$75.00 - #7565				
		PREVIOUS			42.84-		.00	.00	.00	42.84-
		ADJUSTMENT			.00		.00	.00	.00	42.84
		CURRENT			42.84-		.00	.00	.00	.00
180030003	WA	MISC	8/23/10	1	ANGELICA SWINDELL	CORRECTION FOR INCORRECT READ				
		PREVIOUS			18.00		1.17	.00	.00	19.17
		ADJUSTMENT			.00		.00	.00	.00	19810.01-
		CURRENT			18.00		1.17	.00	.00	19790.84-
943078001	WA	MISC	8/23/10	1	BRUCE FLOOD	CORRECTED BILL DUE TO METER PROBLEMS				
		PREVIOUS			44.00		.33	.00	.00	44.33

FROM 8/01/2010 TO 8/31/2010

ACCOUNT #	SERV ADJ	ADJ DATE	PERIOD	NAME	COMMENT				
		SERVICE		TAX	PENALTY	MISC SERV	MISC TAX	MISC PEN	TOTAL
				ADJUSTMENT	.00	.00	.00		22133.47-
				CURRENT	44.00	.33	.00	.00	22089.14-
110016803	WA MISC	8/24/10	1	MID AMERICA MANAGEMENT		CUST SHOULDN'T HAVE RECIEVED BILL			
				PREVIOUS	18.00	1.17	.00	.00	19.17
				ADJUSTMENT	.00	.00	.00	.00	19.17-
				CURRENT	18.00	1.17	.00	.00	.00
110017402	WA MISC	8/24/10	1	KATY HEDGPETH		OFF 5/17 - SHOULND'T HAVE RECIEVED 6/20 BILLING			
				PREVIOUS	12.00	.78	.00	.00	12.78
				ADJUSTMENT	.00	.00	.00	.00	50.20-
				CURRENT	12.00	.78	.00	.00	37.42-
180076101	WA DEP	8/24/10	1	JENNIFER M BECK		REMOVED & REFUNDED DEPOSIT			
				PREVIOUS	12.00	.78	.00	.00	12.78
				ADJUSTMENT	.00	.00	.00	.00	75.00-
				CURRENT	12.00	.78	.00	.00	62.22-
330019501	WA MISC	8/24/10	1	BRIAN YOUNG		CUST SHOULND'T HAVE RECIEVED BILL			
				PREVIOUS	5.58-	.00	.00	.00	5.58-
				ADJUSTMENT	.00	.00	.00	.00	25.28-
				CURRENT	5.58-	.00	.00	.00	30.86-
603100103	SE MISC	8/24/10	1	JASON & CANDI ALTIC		SEWER NOT PRO-RATED CORRECTLY			
				PREVIOUS	.00	.00	.00	.00	.00
				ADJUSTMENT	.00	.00	.00	.00	8.51-
				CURRENT	.00	.00	.00	.00	8.51-
605500001	WA SHUT	8/24/10	1	MICHAEL WALTERS		REFUND OF SHUT-OFF PENALTY			
				PREVIOUS	20.00	.45	.00	.00	20.45
				ADJUSTMENT	.00	.00	50.00-	.00	50.00
				CURRENT	20.00	.45	50.00-	.00	29.55-
804270104	WA MISC	8/24/10	1	WENDY DALTON		SHOULDN'T HAVE 6/20 BILLING			
				PREVIOUS	.00	.00	.00	.00	.00
				ADJUSTMENT	.00	.00	.00	.00	25.22-
				CURRENT	.00	.00	.00	.00	25.22-
954060504	WA MISC	8/24/10	1	KEVIN FOSTER		REFUND - OVER BILLED			
				PREVIOUS	34.00	.26	.00	.00	34.26
				ADJUSTMENT	.00	.00	.00	.00	2446.96-
				CURRENT	34.00	.26	.00	.00	2412.70-
965008001	WA MISC	8/24/10	1	SHELIA SCOTT		SERVICE OFF FOR A LONG TIME SHOULDN'T HAVE BILL			
				PREVIOUS	12.60	.11	.00	.00	12.71
				ADJUSTMENT	.00	.00	.00	.00	12.71-
				CURRENT	12.60	.11	.00	.00	.00
965153002	TR MISC	8/24/10	1	LORRIE BOYD		CUST DOESN'T HAVE TRASH			
				PREVIOUS	.00	.00	.00	.00	.00
				ADJUSTMENT	.00	.00	.00	.00	12.50-
				CURRENT	.00	.00	.00	.00	12.50-
118700102	SC MISC	8/25/10	1	SCOTT SUTTERFIELD		CHARGED 2X'S FOR SE CONNECT & PRIMACY FEE			
				PREVIOUS	.00	.00	.00	.00	.00
				ADJUSTMENT	.00	.00	.00	.00	3.70-
				CURRENT	.00	.00	.00	.00	3.70-
119017702	SC PNLT	8/25/10	1	ARLEAN ROGERS		CHARGED 2X FOR SE FEE & PRIMACY FEE			
				PREVIOUS	.00	.00	.00	.00	.00
				ADJUSTMENT	.00	.00	3.70-	.00	3.70-
				CURRENT	.00	.00	3.70-	.00	3.70-
200610000	WA MISC	8/25/10	1	SARA EDWARDS		FINAL BILL NOT PRO-RATED			
				PREVIOUS	12.00	.78	.00	.00	12.78
				ADJUSTMENT	.00	.00	.00	.00	72.73-
				CURRENT	12.00	.78	.00	.00	59.95-

FROM 8/01/2010 TO 8/31/2010

ACCOUNT #	SERV	ADJ	ADJ DATE	PERIOD	NAME	COMMENT	MISC SERV	MISC TAX	MISC PEN	TOTAL
			SERVICE		TAX					
200610001	SE	MISC	8/25/10	1	KATRINA SISNEY	SE AVG WRONG				
	PREVIOUS		52.24		.00	.00	.00	.00	.00	52.24
	ADJUSTMENT		.00		.00	.00	40.48-	.00	.00	40.48-
	CURRENT		52.24		.00	.00	40.48-	.00	.00	11.76
906020201	WA	MISC	8/25/10	1	KAREN/BRIT THARP	ERT DAMAGED				
	PREVIOUS		22.00		.50	.00	.00	.00	.00	22.50
	ADJUSTMENT		.00		.00	.00	400.82-	.00	.00	400.82-
	CURRENT		22.00		.50	.00	400.82-	.00	.00	378.32-
906930201	WA	MISC	8/25/10	1	WILLARD SCHOOLS/ADOBE HOUSE	CR FOR WRONG BILL				
	PREVIOUS		.90		.90	1.80	.00	.00	.00	3.60
	ADJUSTMENT		.00		.00	.00	15.60-	.00	.00	15.60-
	CURRENT		.90		.90	1.80	15.60-	.00	.00	12.00-
921018001	WA	MISC	8/25/10	1	ANNA HOAGLIN					
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		.00		.00	.00	402.74-	.00	.00	402.74-
	CURRENT		.00		.00	.00	402.74-	.00	.00	402.74-
954030101	WA	MISC	8/25/10	1	JAMES SNEATH	CR FOR WRONG READ				
	PREVIOUS		12.00		.09	.00	.00	.00	.00	12.09
	ADJUSTMENT		.00		.00	.00	25.38-	.00	.00	25.38-
	CURRENT		12.00		.09	.00	25.38-	.00	.00	13.29-
965030501	WA	MISC	8/25/10	1	DUANE HUECHTEMAN	CR FOR WRONG READ				
	PREVIOUS		14.00		.11	.00	.00	.00	.00	14.11
	ADJUSTMENT		.00		.00	.00	94.00-	.00	.00	94.00-
	CURRENT		14.00		.11	.00	94.00-	.00	.00	79.89-
965062501	WA	MISC	8/25/10	1	JAMES SNEATH	CR FOR WRONG READ				
	PREVIOUS		12.00		.09	.00	.00	.00	.00	12.09
	ADJUSTMENT		.00		.00	.00	18.14-	.00	.00	18.14-
	CURRENT		12.00		.09	.00	18.14-	.00	.00	6.05-
330005500	SC	MISC	8/26/10	1	MMR LLC/ BARBARA KILLINGSWORTH	SE NOT PRORATED PROP.				
	PREVIOUS		.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT		.00		.00	.00	5.84-	.00	.00	5.84-
	CURRENT		.00		.00	.00	5.84-	.00	.00	5.84-
330005500	SC	BAD	8/26/10	1	MMR LLC/ BARBARA KILLINGSWORTH					
	PREVIOUS		.00		.00	.00	5.84-	.00	.00	5.84-
	ADJUSTMENT		.00		.00	.00	10.36-	.00	.00	10.36-
	CURRENT		.00		.00	.00	16.20-	.00	.00	16.20-
330005500	SC	MISC	8/26/10	1	MMR LLC/ BARBARA KILLINGSWORTH	SE CORRECTED				
	PREVIOUS		.00		.00	.00	16.20-	.00	.00	16.20-
	ADJUSTMENT		.00		.00	.00	22.22	.00	.00	22.22
	CURRENT		.00		.00	.00	6.02	.00	.00	6.02
330005500	WA	MISC	8/26/10	1	MMR LLC/ BARBARA KILLINGSWORTH	SHOULDN'T HAVE RECIEVED LAST BILL				
	PREVIOUS		12.00		.78	.00	.00	.00	.00	12.78
	ADJUSTMENT		.00		.00	.00	16.38-	.00	.00	16.38-
	CURRENT		12.00		.78	.00	16.38-	.00	.00	3.60-
330005500	WA	MISC	8/26/10	1	MMR LLC/ BARBARA KILLINGSWORTH					
	PREVIOUS		12.00		.78	.00	16.38-	.00	.00	3.60-
	ADJUSTMENT		.00		.00	2.16-	.00	.00	.00	2.16-
	CURRENT		12.00		.78	2.16-	16.38-	.00	.00	5.76-
330005500	WA	MISC	8/26/10	1	MMR LLC/ BARBARA KILLINGSWORTH					
	PREVIOUS		12.00		.78	2.16-	16.38-	.00	.00	5.76-
	ADJUSTMENT		.00		.00	2.16	16.38	.00	.00	18.54
	CURRENT		12.00		.78	.00	.00	.00	.00	12.78
330005500	WA	MISC	8/26/10	1	MMR LLC/ BARBARA KILLINGSWORTH	ADJ CORRECTED/FIXED				
	PREVIOUS		12.00		.78	.00	.00	.00	.00	12.78

UTILITY BILLING ADJUSTMENTS REPORT

FROM 8/01/2010 TO 8/31/2010

ACCOUNT #	SERV	ADJ	ADJ DATE	PERIOD	NAME	COMMENT						
						TAX	PENALTY	MISC SERV	MISC TAX	MISC PEN	TOTAL	
					ADJUSTMENT	.00	.00	.00	38.57-	.00	.00	38.57-
					CURRENT	12.00	.78	.00	38.57-	.00	.00	25.79-
604260201	SE	MISC	8/26/10	1	MATT CURRY				CUSTOMER NOT LIVING IN HOUSE			
					PREVIOUS	37.52	.00	.00	.00	.00	.00	37.52
					ADJUSTMENT	.00	.00	.00	22.08-	.00	.00	22.08-
					CURRENT	37.52	.00	.00	22.08-	.00	.00	15.44
804590001	SE	MISC	8/27/10	1	DOROTHY WHITTENBURG				SE CALCULATED WRONG			
					PREVIOUS	38.67	.00	.00	.00	.00	.00	38.67
					ADJUSTMENT	.00	.00	.00	25.78-	.00	.00	25.78-
					CURRENT	38.67	.00	.00	25.78-	.00	.00	12.89
110015201	WA	SHUT	8/30/10	1	APRIL NASS				SHUT-OFF PENALTY			
					PREVIOUS	20.00	.45	.00	.00	.00	.00	20.45
					ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
					CURRENT	20.00	.45	50.00	.00	.00	.00	70.45
110016301	WA	SHUT	8/30/10	1	RACHEAL/JOSHUA MERRILL				SHUT-OFF PENALTY			
					PREVIOUS	20.00	.45	.00	.00	.00	.00	20.45
					ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
					CURRENT	20.00	.45	50.00	.00	.00	.00	70.45
110018601	WA	SHUT	8/30/10	1	CHERYL JERZAK				SHUT-OFF PENALTY			
					PREVIOUS	14.00	.32	.00	.00	.00	.00	14.32
					ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
					CURRENT	14.00	.32	50.00	.00	.00	.00	64.32
112100101	WA	SHUT	8/30/10	1	ELIJAH DICKERSON				SHUT-OFF PENALTY			
					PREVIOUS	22.00	.50	.00	.00	.00	.00	22.50
					ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
					CURRENT	22.00	.50	50.00	.00	.00	.00	72.50
112160103	WA	SHUT	8/30/10	1	AMBER GARRISON				SHUT-OFF PENALTY			
					PREVIOUS	16.00	1.04	.00	.00	.00	.00	17.04
					ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
					CURRENT	16.00	1.04	50.00	.00	.00	.00	67.04
118150001	WA	SHUT	8/30/10	1	JIMMY ROGERS				SHUT-OFF PENALTY			
					PREVIOUS	108.00	6.99	.00	.00	.00	.00	114.99
					ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
					CURRENT	108.00	6.99	50.00	.00	.00	.00	164.99
118450003	WA	SHUT	8/30/10	1	KOURTNEY FIELDS/BRETT RANGLES				SHUT-OFF PENALTY			
					PREVIOUS	26.00	1.69	.00	.00	.00	.00	27.69
					ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
					CURRENT	26.00	1.69	50.00	.00	.00	.00	77.69
118500001	WA	SHUT	8/30/10	1	S. SMITH				SHUT-OFF PENALTY			
					PREVIOUS	12.00	.27	.00	.00	.00	.00	12.27
					ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
					CURRENT	12.00	.27	50.00	.00	.00	.00	62.27
118570103	WA	SHUT	8/30/10	1	STEVEN STULPIN				SHUT-OFF PENALTY			
					PREVIOUS	20.00	.45	.00	.00	.00	.00	20.45
					ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
					CURRENT	20.00	.45	50.00	.00	.00	.00	70.45
118710001	WA	SHUT	8/30/10	1	SHAWN KEMP				SHUT-OFF PENALTY			
					PREVIOUS	22.00	.50	.00	.00	.00	.00	22.50
					ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
					CURRENT	22.00	.50	50.00	.00	.00	.00	72.50
119013402	WA	SHUT	8/30/10	1	GARY & ANITA YATES				SHUT-OFF PENALTY			
					PREVIOUS	22.00	1.43	.00	.00	.00	.00	23.43
					ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
					CURRENT	22.00	1.43	50.00	.00	.00	.00	73.43

FROM 8/01/2010 TO 8/31/2010

ACCOUNT #	SERV ADJ	ADJ DATE	PERIOD	NAME	COMMENT	MISC SERV	MISC TAX	MISC PEN	TOTAL
		SERVICE		TAX	PENALTY				
150014001	WA SHUT	8/30/10	1	Geoff Meiss	SHUT-OFF PENALTY				
	PREVIOUS	46.00		1.04	.00	.00	.00	.00	47.04
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	46.00		1.04	50.00	.00	.00	.00	97.04
150039002	WA SHUT	8/30/10	1	MADDUX REALTY	SHUT-OFF PENALTY				
	PREVIOUS	12.00		.27	.00	.00	.00	.00	12.27
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	12.00		.27	50.00	.00	.00	.00	62.27
150082001	WA SHUT	8/30/10	1	Jason Tuter	SHUT-OFF PENALTY				
	PREVIOUS	20.00		.45	.00	.00	.00	.00	20.45
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	20.00		.45	50.00	.00	.00	.00	70.45
150104001	WA SHUT	8/30/10	1	John Garthe	SHUT-OFF PENALTY				
	PREVIOUS	16.00		.36	.00	.00	.00	.00	16.36
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	16.00		.36	50.00	.00	.00	.00	66.36
180036501	WA SHUT	8/30/10	1	SHAWN STRAIT	SHUT-OFF PENALTY				
	PREVIOUS	20.00		1.30	.00	.00	.00	.00	21.30
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	20.00		1.30	50.00	.00	.00	.00	71.30
180072101	WA SHUT	8/30/10	1	CRYSTAL CRAVER	SHUT-OFF PENALTY				
	PREVIOUS	18.00		1.17	.00	.00	.00	.00	19.17
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	18.00		1.17	50.00	.00	.00	.00	69.17
180159002	WA SHUT	8/30/10	1	STEVEN DUVAL	SHUT-OFF PENALTY				
	PREVIOUS	12.00		.27	.00	.00	.00	.00	12.27
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	12.00		.27	50.00	.00	.00	.00	62.27
180167001	WA SHUT	8/30/10	1	ELISA MENGWASSER	SHUT-OFF PENALTY				
	PREVIOUS	16.00		.36	.00	.00	.00	.00	16.36
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	16.00		.36	50.00	.00	.00	.00	66.36
180170001	WA SHUT	8/30/10	1	MICHELLE BANGS	SHUT-OFF PENALTY				
	PREVIOUS	22.00		1.43	.00	.00	.00	.00	23.43
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	22.00		1.43	50.00	.00	.00	.00	73.43
180175003	WA SHUT	8/30/10	1	JOSEPH PATTERSON	SHUT-OFF PENALTY				
	PREVIOUS	12.00		.78	.00	.00	.00	.00	12.78
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	12.00		.78	50.00	.00	.00	.00	62.78
180226003	WA SHUT	8/30/10	1	CHRISTINA ALLISON	SHUT-OFF PENALTY				
	PREVIOUS	18.00		1.17	.00	.00	.00	.00	19.17
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	18.00		1.17	50.00	.00	.00	.00	69.17
200590101	WA SHUT	8/30/10	1	JAKE WILLIAMS	SHUT-OFF PENALTY				
	PREVIOUS	12.00		.27	.00	.00	.00	.00	12.27
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	12.00		.27	50.00	.00	.00	.00	62.27
205520003	WA SHUT	8/30/10	1	ANGELINE O'BRIEN	SHUT-OFF PENALTY				
	PREVIOUS	16.00		.36	.00	.00	.00	.00	16.36
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	16.00		.36	50.00	.00	.00	.00	66.36
300840201	WA SHUT	8/30/10	1	JACOB HILL	SHUT-OFF PENALTY				
	PREVIOUS	22.00		.50	.00	.00	.00	.00	22.50

FROM 8/01/2010 TO 8/31/2010

ACCOUNT #	SERV ADJ	ADJ DATE	PERIOD	NAME	COMMENT	MISC SERV	MISC TAX	MISC PEN	TOTAL
		SERVICE		TAX	PENALTY				
		ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
		CURRENT	22.00	.50	50.00	.00	.00	.00	72.50
301280101	WA SHUT	8/30/10	1	JERRY D. HAWKINS	SHUT-OFF PENALTY				
		PREVIOUS	14.00	.32	.00	.00	.00	.00	14.32
		ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
		CURRENT	14.00	.32	50.00	.00	.00	.00	64.32
310002001	WA SHUT	8/30/10	1	Jeremy Stapp	SHUT-OFF PENALTY				
		PREVIOUS	24.00	1.55	.00	.00	.00	.00	25.55
		ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
		CURRENT	24.00	1.55	50.00	.00	.00	.00	75.55
310002601	WA SHUT	8/30/10	1	Benjamin Biellier	SHUT-OFF PENALTY				
		PREVIOUS	18.00	.41	.00	.00	.00	.00	18.41
		ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
		CURRENT	18.00	.41	50.00	.00	.00	.00	68.41
330004002	WA SHUT	8/30/10	1	Robert/Maria Graham	SHUT-OFF PENALTY				
		PREVIOUS	56.00	1.26	.00	.00	.00	.00	57.26
		ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
		CURRENT	56.00	1.26	50.00	.00	.00	.00	107.26
330010002	WA SHUT	8/30/10	1	DUSTIN STEIRO	SHUT-OFF PENALTY				
		PREVIOUS	26.00	.59	.00	.00	.00	.00	26.59
		ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
		CURRENT	26.00	.59	50.00	.00	.00	.00	76.59
401600002	WA SHUT	8/30/10	1	LOUIS AHART	SHUT-OFF PENALTY				
		PREVIOUS	14.00	.70	.00	.00	.00	.00	14.70
		ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
		CURRENT	14.00	.70	50.00	.00	.00	.00	64.70
404010104	WA SHUT	8/30/10	1	WENDEL R LAMBERT	SHUT-OFF PENALTY				
		PREVIOUS	28.00	.63	.00	.00	.00	.00	28.63
		ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
		CURRENT	28.00	.63	50.00	.00	.00	.00	78.63
404050104	WA SHUT	8/30/10	1	ANGELICA GRIFFIN	SHUT-OFF PENALTY				
		PREVIOUS	14.00	.32	.00	.00	.00	.00	14.32
		ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
		CURRENT	14.00	.32	50.00	.00	.00	.00	64.32
410011401	WA SHUT	8/30/10	1	William McKeel	SHUT-OFF PENALTY				
		PREVIOUS	34.00	.77	.00	.00	.00	.00	34.77
		ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
		CURRENT	34.00	.77	50.00	.00	.00	.00	84.77
410011901	WA SHUT	8/30/10	1	Lynda Vivas	SHUT-OFF PENALTY				
		PREVIOUS	26.00	.59	.00	.00	.00	.00	26.59
		ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
		CURRENT	26.00	.59	50.00	.00	.00	.00	76.59
410023701	WA SHUT	8/30/10	1	Matt Freeman	SHUT-OFF PENALTY				
		PREVIOUS	20.00	.45	.00	.00	.00	.00	20.45
		ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
		CURRENT	20.00	.45	50.00	.00	.00	.00	70.45
410032502	WA SHUT	8/30/10	1	Dusti Everett	SHUT-OFF PENALTY				
		PREVIOUS	18.00	.41	.00	.00	.00	.00	18.41
		ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
		CURRENT	18.00	.41	50.00	.00	.00	.00	68.41
410032601	WA SHUT	8/30/10	1	MICHELLE SOUTHWICK	SHUT-OFF PENALTY				
		PREVIOUS	46.00	1.04	.00	.00	.00	.00	47.04
		ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
		CURRENT	46.00	1.04	50.00	.00	.00	.00	97.04

FROM 8/01/2010 TO 8/31/2010

ACCOUNT #	SERV ADJ	ADJ DATE	PERIOD	NAME	COMMENT	MISC SERV	MISC TAX	MISC PEN	TOTAL
		SERVICE		TAX	PENALTY				
410039001	WA SHUT	8/30/10	1	JIMMIE FLETCHER	SHUT-OFF PENALTY				
	PREVIOUS	12.00		.27	.00	.00	.00	.00	12.27
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	12.00		.27	50.00	.00	.00	.00	62.27
603090002	WA SHUT	8/30/10	1	PAT BOWERS	SHUT-OFF PENALTY				
	PREVIOUS	32.00		2.07	.00	.00	.00	.00	34.07
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	32.00		2.07	50.00	.00	.00	.00	84.07
603230105	WA SHUT	8/30/10	1	ALICIA CHERYL WEST	SHUT-OFF PENALTY				
	PREVIOUS	80.00		1.80	.00	.00	.00	.00	81.80
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	80.00		1.80	50.00	.00	.00	.00	131.80
604840001	WA SHUT	8/30/10	1	CATHERINE BLOOMFIELD	SHUT-OFF PENALTY				
	PREVIOUS	28.00		.63	.00	.00	.00	.00	28.63
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	28.00		.63	50.00	.00	.00	.00	78.63
605010001	WA SHUT	8/30/10	1	RICK SHERWOOD	SHUT-OFF PENALTY				
	PREVIOUS	56.00		1.26	.00	.00	.00	.00	57.26
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	56.00		1.26	50.00	.00	.00	.00	107.26
605100101	WA SHUT	8/30/10	1	NORM MEESTER	SHUT-OFF PENALTY				
	PREVIOUS	28.00		.63	.00	.00	.00	.00	28.63
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	28.00		.63	50.00	.00	.00	.00	78.63
703810101	WA SHUT	8/30/10	1	GREG CAIN	SHUT-OFF PENALTY				
	PREVIOUS	18.00		.41	.00	.00	.00	.00	18.41
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	18.00		.41	50.00	.00	.00	.00	68.41
804570201	WA SHUT	8/30/10	1	B WHITEHEAD	SHUT-OFF PENALTY				
	PREVIOUS	40.00		.90	.00	.00	.00	.00	40.90
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	40.00		.90	50.00	.00	.00	.00	90.90
804740101	WA SHUT	8/30/10	1	KERRI ORTLIEB	SHUT-OFF PENALTY				
	PREVIOUS	26.00		.59	.00	.00	.00	.00	26.59
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	26.00		.59	50.00	.00	.00	.00	76.59
906241404	WA SHUT	8/30/10	1	MICHAEL MELLO	SHUT-OFF PENALTY				
	PREVIOUS	28.00		.63	.00	.00	.00	.00	28.63
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	28.00		.63	50.00	.00	.00	.00	78.63
920006502	WA SHUT	8/30/10	1	LAURINDA GIPSON	SHUT-OFF PENALTY				
	PREVIOUS	34.00		2.21	.00	.00	.00	.00	36.21
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	34.00		2.21	50.00	.00	.00	.00	86.21
920006901	WA SHUT	8/30/10	1	KRISTIE BATES	SHUT-OFF PENALTY				
	PREVIOUS	36.00		2.33	.00	.00	.00	.00	38.33
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	36.00		2.33	50.00	.00	.00	.00	88.33
920007301	WA SHUT	8/30/10	1	KRISTEN ROLLINS	SHUT-OFF PENALTY				
	PREVIOUS	28.00		1.81	.00	.00	.00	.00	29.81
	ADJUSTMENT	.00		.00	50.00	.00	.00	.00	50.00
	CURRENT	28.00		1.81	50.00	.00	.00	.00	79.81
921011002	WA SHUT	8/30/10	1	MICHEAL CHAMBLISS	SHUT-OFF PENALTY				
	PREVIOUS	14.00		.70	.00	.00	.00	.00	14.70

FROM 8/01/2010 TO 8/31/2010

ACCOUNT #		SERV ADJ	ADJ DATE	PERIOD	NAME	COMMENT	FROM 8/01/2010 TO 8/31/2010			
			SERVICE		TAX	PENALTY	MISC SERV	MISC TAX	MISC PEN	TOTAL
			ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
			CURRENT	14.00	.70	50.00	.00	.00	.00	64.70
921024001	WA	SHUT	8/30/10	1	RON MARTIN	SHUT-OFF PENALTY				
			PREVIOUS	26.00	.20	.00	.00	.00	.00	26.20
			ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
			CURRENT	26.00	.20	50.00	.00	.00	.00	76.20
921059001	WA	SHUT	8/30/10	1	JACKIE HARVILL	SHUT-OFF PENALTY				
			PREVIOUS	40.00	.30	.00	.00	.00	.00	40.30
			ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
			CURRENT	40.00	.30	50.00	.00	.00	.00	90.30
921065501	WA	SHUT	8/30/10	1	DOUG & LYNN NEIDIGH	SHUT-OFF PENALTY				
			PREVIOUS	22.00	.17	.00	.00	.00	.00	22.17
			ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
			CURRENT	22.00	.17	50.00	.00	.00	.00	72.17
921075501	WA	SHUT	8/30/10	1	TANYA HISER	SHUT-OFF PENALTY				
			PREVIOUS	12.00	.09	.00	.00	.00	.00	12.09
			ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
			CURRENT	12.00	.09	50.00	.00	.00	.00	62.09
921084001	WA	SHUT	8/30/10	1	TROY RUFF	SHUT-OFF PENALTY				
			PREVIOUS	20.00	1.00	.00	.00	.00	.00	21.00
			ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
			CURRENT	20.00	1.00	50.00	.00	.00	.00	71.00
932008501	WA	SHUT	8/30/10	1	ADAM SHELLEDY	SHUT-OFF PENALTY				
			PREVIOUS	30.00	.23	.00	.00	.00	.00	30.23
			ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
			CURRENT	30.00	.23	50.00	.00	.00	.00	80.23
932008501	WA	SHUT	8/30/10	1	ADAM SHELLEDY	REFUND SHUT-OFF PENALTY				
			PREVIOUS	30.00	.23	50.00	.00	.00	.00	80.23
			ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
			CURRENT	30.00	.23	.00	.00	.00	.00	30.23
932042501	WA	SHUT	8/30/10	1	EMILY SINDLE	SHUT-OFF PENALTY				
			PREVIOUS	20.00	.15	.00	.00	.00	.00	20.15
			ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
			CURRENT	20.00	.15	50.00	.00	.00	.00	70.15
932069001	WA	SHUT	8/30/10	1	BRIAN SCHAFFER	SHUT-OFF PENALTY				
			PREVIOUS	192.00	1.44	.00	.00	.00	.00	193.44
			ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
			CURRENT	192.00	1.44	50.00	.00	.00	.00	243.44
943002501	WA	SHUT	8/30/10	1	KIRK ADDISON	SHUT-OFF PENALTY				
			PREVIOUS	42.00	.32	.00	.00	.00	.00	42.32
			ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
			CURRENT	42.00	.32	50.00	.00	.00	.00	92.32
943045502	WA	SHUT	8/30/10	1	SHERRY WEBB	SHUT-OFF PENALTY				
			PREVIOUS	28.00	1.39	.00	.00	.00	.00	29.39
			ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
			CURRENT	28.00	1.39	50.00	.00	.00	.00	79.39
943062501	WA	SHUT	8/30/10	1	HEATHER SCOTT	SHUT-OFF PENALTY				
			PREVIOUS	56.00	.42	.00	.00	.00	.00	56.42
			ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
			CURRENT	56.00	.42	50.00	.00	.00	.00	106.42
954028501	WA	SHUT	8/30/10	1	DEBRA J TANNER	SHUT-OFF PENALTY				
			PREVIOUS	38.00	.29	.00	.00	.00	.00	38.29
			ADJUSTMENT	.00	.00	50.00	.00	.00	.00	50.00
			CURRENT	38.00	.29	50.00	.00	.00	.00	88.29

FROM 8/01/2010 TO 8/31/2010

ACCOUNT #	SERV ADJ	ADJ DATE	PERIOD	NAME	TAX	PENALTY	COMMENT	MISC SERV	MISC TAX	MISC PEN	TOTAL
965061001	WA SHUT	8/30/10	1	JENNIFER AYERS			SHUT-OFF PENALTY				
	PREVIOUS	56.00		.42	.00		.00	.00	.00	.00	56.42
	ADJUSTMENT	.00		.00	50.00		.00	.00	.00	.00	50.00
	CURRENT	56.00		.42	50.00		.00	.00	.00	.00	106.42
965079501	WA SHUT	8/30/10	1	BART NELSON			SHUT-OFF PENALTY				
	PREVIOUS	18.00		.14	.00		.00	.00	.00	.00	18.14
	ADJUSTMENT	.00		.00	50.00		.00	.00	.00	.00	50.00
	CURRENT	18.00		.14	50.00		.00	.00	.00	.00	68.14
965093002	WA SHUT	8/30/10	1	LEANNA GRIFFIN			SHUT-OFF PENALTY				
	PREVIOUS	22.00		.50	.00		.00	.00	.00	.00	22.50
	ADJUSTMENT	.00		.00	50.00		.00	.00	.00	.00	50.00
	CURRENT	22.00		.50	50.00		.00	.00	.00	.00	72.50
965100001	WA SHUT	8/30/10	1	STEVEN PETERSON			SHUT-OFF PENALTY				
	PREVIOUS	12.00		.09	.00		.00	.00	.00	.00	12.09
	ADJUSTMENT	.00		.00	50.00		.00	.00	.00	.00	50.00
	CURRENT	12.00		.09	50.00		.00	.00	.00	.00	62.09
965102502	WA SHUT	8/30/10	1	LARRY TINDLE			SHUT-OFF PENALTY				
	PREVIOUS	18.00		.14	.00		.00	.00	.00	.00	18.14
	ADJUSTMENT	.00		.00	50.00		.00	.00	.00	.00	50.00
	CURRENT	18.00		.14	50.00		.00	.00	.00	.00	68.14
965112001	WA SHUT	8/30/10	1	MARLIN KROENKE			SHUT-OFF PENALTY				
	PREVIOUS	26.00		.20	.00		.00	.00	.00	.00	26.20
	ADJUSTMENT	.00		.00	50.00		.00	.00	.00	.00	50.00
	CURRENT	26.00		.20	50.00		.00	.00	.00	.00	76.20
965132501	WA SHUT	8/30/10	1	CHARLA HARRINGTON			SHUT-OFF PENALTY				
	PREVIOUS	50.00		.38	.00		.00	.00	.00	.00	50.38
	ADJUSTMENT	.00		.00	50.00		.00	.00	.00	.00	50.00
	CURRENT	50.00		.38	50.00		.00	.00	.00	.00	100.38
965153002	WA SHUT	8/30/10	1	LORRIE BOYD			SHUT-OFF PENALTY				
	PREVIOUS	22.00		.17	.00		.00	.00	.00	.00	22.17
	ADJUSTMENT	.00		.00	50.00		.00	.00	.00	.00	50.00
	CURRENT	22.00		.17	50.00		.00	.00	.00	.00	72.17
965162001	WA SHUT	8/30/10	1	JOSH CAMPBELL			SHUT-OFF PENALTY				
	PREVIOUS	80.00		.60	.00		.00	.00	.00	.00	80.60
	ADJUSTMENT	.00		.00	50.00		.00	.00	.00	.00	50.00
	CURRENT	80.00		.60	50.00		.00	.00	.00	.00	130.60
965163001	WA SHUT	8/30/10	1	DARIN KENDRICK			SHUT-OFF PENALTY				
	PREVIOUS	22.00		.17	.00		.00	.00	.00	.00	22.17
	ADJUSTMENT	.00		.00	50.00		.00	.00	.00	.00	50.00
	CURRENT	22.00		.17	50.00		.00	.00	.00	.00	72.17
		.00		1.65-		3563.47		47187.30-	.00	.00	43625.48-

*** ADJUSTMENT TOTALS ***

PREVIOUS	3324.66	90.14	250.89	84.98	.00	.00	3750.67
ADJUSTMENT	.00	1.65-	3563.47	47187.30-	.00	.00	43625.48-
CURRENT	3324.66	88.49	3814.36	47102.32-	.00	.00	39874.81-

ACCOUNT #	ADJ CODE	DATE SERVICE	NAME TAX	BAD DEBT		COMMENT MISC SERV	FROM 8/01/2010 TO 8/31/2010		TOTAL
				PENALTY			MISC TAX	MISC PEN	
		.00	.00	.00		.00	.00	.00	.00
** BAD DEBT TOTALS *		.00	.00	.00		.00	.00	.00	.00

	SERVICE	TAX	PENALTY	MISC SERV	MISC TAX	MISC PEN	TOTAL

ADJUSTMENTS							
PRIMACY FEE	.00	.00	.00	21.00-	.00	.00	21.00-
SEWER CONNECT	.00	.00	3.70-	16.97-	.00	.00	20.67-
SEWER	.00	.00	.00	158.35-	.00	.00	158.35-
TRASH	.00	.00	.00	22.13-	.00	.00	22.13-
WATER	.00	1.65-	3567.17	46968.85-	.00	.00	43403.33-
	=====	=====	=====	=====	=====	=====	=====
*** GRAND TOTALS ***	.00	1.65-	3563.47	47187.30-	.00	.00	43625.48-

	ADJUSTMENTS	BAD DEBT	TOTAL

PRIMACY FEE	21.00-	.00	21.00-
SEWER CONNECT	20.67-	.00	20.67-
SEWER	158.35-	.00	158.35-
TRASH	22.13-	.00	22.13-
WATER	43403.33-	.00	43403.33-
	-----	-----	-----
	43625.48-	.00	43625.48-

UBBADJRP
09.01.09

Wed Sep 8, 2010 5:11 PM

*** CITY OF WILLARD MO ***
UTILITY BILLING ADJUSTMENTS REPORT
ADJUSTMENT CODE TOTALS

OPER: KS

PAGE 14

FROM 8/01/2010 TO 8/31/2010

ADJ DESC	SERVICE	TAX	PENALTY	MISC CHRG	MISC TAX	MISC PEN	TOTAL
ADJUSTMENTS							
BAD DEBT	.00	.00	.00	10.36-	.00	.00	10.36-
DEPOSIT REFUND	.00	.00	.00	900.00-	.00	.00	900.00-
LEAK ADJUSTMENT	.00	1.65-	6.00-	135.89-	.00	.00	143.54-
MISC ADJUSTMENT	.00	.00	26.80	46141.05-	.00	.00	46114.25-
PENALTY ADJUST	.00	.00	7.33-	.00	.00	.00	7.33-
SHUTOFF PENALTY	.00	.00	3550.00	.00	.00	.00	3550.00
=====							
*** GRAND TOTALS ***	.00	1.65-	3563.47	47187.30-	.00	.00	43625.48-

	ADJUSTMENTS	BAD DEBT	TOTAL
BAD DEBT	10.36-	.00	10.36-
DEPOSIT REFUND	900.00-	.00	900.00-
LEAK ADJUSTMENT	143.54-	.00	143.54-
MISC ADJUSTMENT	46114.25-	.00	46114.25-
PENALTY ADJUST	7.33-	.00	7.33-
SHUTOFF PENALTY	3550.00	.00	3550.00
=====			=====
	43625.48-	.00	43625.48-

CITY OF WILLARD BOARD OF ALDERMEN



AGENDA ITEM # 5e Finance Department

Action required – approval needed

ITEM DESCRIPTION:

Attached is the current employee manual with an update to the insurance section. The corrected portion is in bold print.

CITY OF WILLARD

EMPLOYEE POLICY MANUAL

Adopted October, 2008

TABLE OF CONTENTS

Introduction.....	page 4
At Will Employment.....	page 4
Equal Employment Opportunity.....	pages 4 & 5
Harassment.....	pages 5, 6 & 7
Personnel Management.....	pages 7 & 8
Safety Statement.....	page 8
Work Rules and Discipline.....	pages 8 & 9
Job Performance Evaluation.....	page 9
Grievance Policy.....	pages 9 & 10
Release of Information.....	page 10
Pre-Employment Requirements.....	page 10
Residence.....	page 10
Employee Classification.....	page 10
Probationary Period.....	page 11
Political Activities.....	page 11
Dress Code.....	page 11
Appointed Officials.....	page 11
Oath.....	page 11
Termination of Office.....	page 11
Outside Employment.....	pages 11 & 12
Employment of Relatives.....	page 12
Nepotism.....	page 12
Holidays.....	pages 12 & 13
Vacation.....	page 13
Health Insurance.....	pages 13 & 14
Workers Compensation Insurance.....	page 14
Retirement Plan.....	page 14
Uniform Policy.....	pages 14 & 15
Voicemail and Electronic Mail.....	page 15
Overtime.....	pages 15 & 16
Paychecks.....	page 16

Leave of Absence.....	page 16
Sick Leave.....	pages 16 & 17
Family and Medical Leave-FMLA.....	pages 17, & 18
Military Leave of Absence.....	page 18
Funeral Leave.....	page 18
Jury Duty.....	page 19
Substance Abuse Policy.....	pages 19, 20, & 21
Rehabilitation Effort.....	pages 21 & 22

Introduction

This informational handbook contains policies and procedures for the City of Willard officials and employees as they exist on the date of its printing and shall be followed in the administration of City Policies in personnel matters. It is the duty of all City employees, including supervisors, department heads, city officials and the Mayor to fairly administer and enforce these policies, and all employees are expected to abide by and follow them. The provisions of the Employee Policy Manual apply to all officials and employees of the City of Willard, regardless of the time of the creation of the position or the time of the appointment of the officer. In addition, the City of Willard has a separate Police Department Personnel Policy Manual. All employees and officers of the police department are required to familiarize themselves with the Police Department Personnel Policy which contains additional information, policies and procedures which apply to their employment. In the event there is any conflict between the guidelines in this Employee Handbook and any Police Department Personnel Policy, Police Department Personnel Policy will prevail and take precedence.

This booklet has been prepared to inform you about the City of Willard and its current policies, procedures, rules, and regulations. The guidelines may be changed by the City of Willard at any time. Changes will apply to all existing and future employees. Employees shall be vigilant in keeping current in changes in City Policy. Changes to or interpretations of policies may or may not be reflected in written updates of this handbook, written notices or other written documents. In the event there is any conflict between the guidelines in this Employee Handbook and any City of Willard policy, the City's policy will prevail and take precedence. No statement or promise by a supervisor, manager or department head, past or present, may be interpreted as a change in policy or practice, nor will such statements constitute an agreement of any kind with any employee regarding the City of Willard's policies, procedures or any other matter.

Should any provision in this Employee Handbook be found to be unenforceable and invalid, such finding does not invalidate the entire Employee Handbook, but only that particular provision.

This Employee Handbook replaces and supersedes any and all other previous City of Willard employee informational manuals and handbooks.

At Will Employment

None of the policies described herein or any other written or verbal communication are intended to create a contract of employment; nor is this handbook a guarantee of employment for any period of time. All employment is at will and either the employee or the City of Willard may terminate or modify the employment relationship at any time, with or without cause, and with or without notice. No provision of this informational handbook should be construed to alter the at will nature of employment with the City of Willard.

Equal Employment Opportunity

The City of Willard is an equal opportunity employer. Interaction with applicants for

employment and with our employees are administered without regard to race, color, religion, sex, age, national origin, disability, military status, or any other characteristics protected by applicable laws. The City of Willard actively promotes this policy by conducting all employment transactions strictly on the basis of job related qualifications. All employment decisions are based on merit and the City's equal employment opportunity philosophy applies to all aspects of employment with the City of Willard. The City of Willard strictly prohibits harassment or discrimination of any individual on the basis of any characteristic listed above.

The City of Willard will promptly undertake an investigation of any claim or allegation of harassment or discrimination as confidentially as possible. If the City of Willard determines that a violation of this policy has occurred, effective remedial action will be taken commensurate with the severity of the offense. Any employee who is found to have violated this guideline will be subject to disciplinary action up to and including termination of employment.

Any employee who feels that he or she has been treated contrary to this guideline should immediately report such conduct to the Mayor. However, if the report involves the Mayor, the employee may take their concerns to the Board of Aldermen. In addition, employees and applicants can raise concerns and make reports without fear of reprisal, harassment, intimidation, threats, coercion or discrimination.

Harassment

The City of Willard has adopted a policy of "zero-tolerance" regarding unlawful employee harassment, and the City of Willard is committed to providing a work environment free of harassment. The City of Willard's policy prohibits discrimination or harassment on the basis of sex (including pregnancy), race, religion, color, national origin or ancestry, disability, age, military status, or status in any group protected by federal, state or local law, or any other basis protected by law.

It is the City of Willard's position that all employees have the right to work in an environment free from all forms of conduct, which can be considered discriminatory or harassing, and that any harassment is a form of misconduct that undermines the integrity of the employment relationship. Improper interference with the ability of the City of Willard's employees to perform their expected job duties will not be tolerated. No employee, either male or female, should be subject to unsolicited and unwelcome inappropriate verbal, non-verbal, visual or physical conduct. All such prohibited harassment in violation of City policy is unlawful, and will not be tolerated.

No manager, supervisor, lead person, employee, or other third party shall threaten or insinuate that another employee's or applicant's refusal to submit to sexual advances will adversely affect any aspect of that person's employment. Similarly, no employee shall promise, imply, or grant any preferential treatment to another employee, applicant, or other third party in exchange for engaging in sexual conduct. Harassment may also include, among other things, unwelcome propositions, flirtations, and requests – whether express or implied – for sexual favors. The same holds true for any contractors, temporary agency employees, customers, guests, and visitors on our premises or anyone with whom we are conducting business.

Prohibited harassment includes unwelcome conduct of a verbal, non-verbal, visual or physical nature. Prohibited harassment includes, but is not limited to the following:

- Verbal statements such as graphic comments about an individual's body, skin color, or ethnicity; degrading verbal abuse, threats, epithets, offensive jokes, derogatory comments, or racial or sexual slurs;
- Nonverbal conduct such as suggestive or insulting noises, leering, whistling or obscene gestures;
- Visual conduct such as making sexual gestures, or displaying sexually suggestive material such as derogatory posters, photographs, cartoons, drawings, pictures, objects, letters, notes, invitations, pictures or cartoons;
- Physical conduct such as assault, rape, unnecessary touching, unwanted touching or blocking another person's movement;
- Retaliation for reporting harassment or threatening to report harassment;
- Unwanted sexual advances or propositions;
- Offering employment benefits in exchange for sexual favors;
- Making or threatening reprisals after a negative response to sexual advances; or

Examples of the types of conduct expressly prohibited by this policy include, but are not limited to the following:

1. Unwelcome sexual advances, requests for sexual favors, and all other verbal or physical conduct of a sexual or otherwise offensive nature, especially where:
 - Submission to such conduct is made either explicitly or implicitly a term or condition of employment;
 - Submission to or rejection of such conduct is used as the basis for decisions affecting an individual's employment; or
 - Such conduct has the purpose or effect of creating an intimidating, hostile, or offensive working environment.
2. Offensive comments, jokes, innuendos, and other sexually oriented statements.
 - Touching, such as rubbing or massaging someone's neck or shoulders, stroking someone's hair, or brushing against another's body.
 - Sexually suggestive touching.
 - Grabbing, groping, kissing, fondling.
 - Violating someone's "personal space".
 - Lewd or suggestive whistling. Wolf whistles.
 - Lewd, off-color, sexually oriented comments or jokes.
 - Foul or obscene language.
 - Leering, staring, stalking.
 - Suggestive or sexually explicit posters, calendars, photographs, graffiti, cartoons on company

- property, clothing (including PPE).
- Unwanted or offensive letters or poems.
- Sitting or gesturing sexually.
- Offensive e-mail.
- Sexually oriented or explicit remarks, including written or oral references to sexual conduct, gossip regarding one's sex life, body, sexual activities, deficiencies, or prowess.
- Questions about one's sex life or experiences.
- Repeated requests for dates.
- Sexual favors in return for employment rewards, or threats if sexual favors are not provided.
- Any other conduct or behavior deemed inappropriate by the City of Willard's management.

Every City employee is responsible for creating an atmosphere free of discrimination and harassment, sexual or otherwise. Further, employees are responsible for respecting the rights of their coworkers.

If any employee believes he or she has been subjected to, or has observed other employees being subjected to, conduct which may constitute harassment, that individual should immediately report the offensive conduct directly to the Mayor. In the case of a complaint against the Mayor, the employee should immediately report the conduct to any individual on the Board of Aldermen.

All allegations of discrimination, harassment or retaliation will be taken seriously and will be thoroughly investigated as promptly and confidentially as reasonably possible. It is imperative that all parties involved in a complaint are aware of the need to maintain strict confidentiality while the complaint is being investigated and evaluated. After an investigation of the individual's complaint, the individual who complained of the harassment and the harasser will be advised of the results of the investigation.

If there is reasonable evidence substantiating that harassment has occurred, the City of Willard will take the necessary and appropriate remedial action to prevent further harassment from occurring. An employee who, after an investigation, is determined to have engaged in any form of discrimination, harassment, or retaliation is in violation of this guideline and will be subject to appropriate disciplinary action, up to and including immediate termination of employment.

Individuals can be assured that there will be no retaliation against those who make a complaint with the reasonable belief that harassment has occurred. If an employee makes a report of what he or she in good faith believes to be harassment or retaliation, the employee will not be subject to disciplinary actions even if the employee turns out to have been mistaken.

If you have any questions about the guideline on harassment, discrimination, or the procedure for filing complaints, please contact the Mayor.

Personnel Management

The Mayor is responsible for the hiring and firing of all city employees. With regard to the City's department heads or police officers, the Mayor hires and fires these employees with the

consent of a majority of the Board of Aldermen.

The Mayor, with the consent of a majority of all the members elected to the Board of Aldermen, may remove from office any appointive officer of the City at will. Additionally, any such appointive officer may be removed by a two-thirds (2/3) vote of all the members elected to the Board of Aldermen, independently of the Mayor's approval or recommendation.

Elected officers of the City may only be removed as provided by the Revised Statutes of Missouri.

The Mayor may suspend any appointed official of the City, department head or police officer, with pay, for a period of not more than fifteen days whenever the Mayor believes the suspension is necessary for the safety and security of the City, its citizens, or its property. No later than fifteen days from said suspension the issue shall be brought before a regular or special meeting of the Board of Aldermen for review and action.

Employees will be selected from qualified applicants, on the basis of qualifications alone, without regard to race, creed, color, age, national origin, sex or occupationally irrelevant physical requirements, in accordance with objective standards which permit review, after a full and fair opportunity for application; and this program shall be operated on a completely nondiscriminatory basis.

Safety Statement

Employees are expected to be familiar with the safety manual and to conduct themselves in a manner consistent with the provisions set forth in the safety manual.

Personnel involved in, or having any knowledge of, any accident whereby any person employed by the City or any property or equipment owned or operated by the City is involved, shall immediately report the accident and pertinent information to the department supervisor who shall forward such information to the office of the City Clerk. The City Clerk shall record the information on three copies of the applicable accident form, one copy to be forwarded to the Finance Office, one copy to the Mayor, and one copy retained on file in the City Clerk's office.

Work Rules and Discipline

It shall be the duty of all City employees to comply with the personnel rules and regulations of the City. Employees who are found to violate the City of Willard's rules and regulations will be subject to discipline, up to and including immediate termination of employment. All employees of the City of Willard are at will and may be subject to immediate termination of employment with or without cause and with or without notice.

Supervisors and department heads may issue verbal warnings to employees for violations of City personnel rules, regulations or other misconduct. Supervisors and department heads should inform the Mayor of any warnings given to employees. In the event an employee's violation of City

personnel rules, regulations or other misconduct requires a written warning, reprimand or discipline, the issue should be taken to the Mayor for action. Written documentation of employee counseling, warnings, reprimands or discipline must be placed in an employee's personnel file with the consent and approval of the Mayor. Disciplinary actions, other than verbal warnings, including all written warnings, reprimands, counseling, suspensions or demotions, must be approved by the Mayor.

Violation of the City of Willard's personnel rules, regulations, policies and procedures may be cause for disciplinary action, up to and including immediate termination of employment. The following are examples of violations which may result in discipline up to an including immediate termination of employment. This list is not intended to be a complete list of all types of conduct that can result in disciplinary action. The City of Willard may in its discretion determine other behaviors that are unacceptable.

1. Conviction of a felony or other crime involving moral turpitude;
2. Acts of incompetence, inadequate performance, inefficiency, negligence in the performance of duties.;
3. Unauthorized absence, habitual absences or tardiness, or excessive tardiness;
4. Acts of insubordination; Intentional failure or refusal to carry out instructions or assignments;
5. Misappropriation, destruction, theft or conversion of City property;
6. Refusal or neglect to pay just debts. Maintenance of effort to pay debts must be shown to clear employee of neglect charges;
7. Acts of misconduct while on duty;
8. Dishonesty;
9. Falsification of any information required by the City;
10. Failure to properly report accidents or personal injuries;
11. Neglect or carelessness resulting in damage to city property or equipment;
12. Repeated convictions during employment on misdemeanor and/or traffic charges;
13. Introduction, possession or use on city property or in city equipment of intoxicating liquors or illegal controlled substances (drugs) or proceeding to or from work under the influence of liquor or an illegal controlled substance, including any violation of the City's Substance Abuse Policy.

Nothing in this section alters the employment at will status.

Job Performance Evaluation

Each employee's work performance may be evaluated by his or her immediate supervisor and/or the Mayor. Employees may from time to time be furnished with a performance rating and evaluation slip to help them improve in their job and continued service with this City. A copy of any evaluations will be kept in the employee's personnel file.

An employee may discuss any issues pertaining to a job performance evaluation with their supervisor or the Mayor. Employees are encouraged to frankly discuss any problems, concerns or comments which they feel are pertinent to the evaluation.

Grievance Policy

If any employee wishes to file a grievance regarding their employment, including but not limited to, discipline, job evaluations, job assignments, supervisors, or work hours, an employee must submit the grievance in writing and provide it to the Mayor. The City will make its best effort to address the grievance within two weeks.

Employees who have received written reprimand, been suspended, demoted or terminated have the right to appeal the action to the Board of Alderman. Any such appeal must be submitted in writing within two weeks of the suspension, demotion or termination. If an employee requests a hearing, the Board of Alderman will attempt to schedule a hearing within two weeks of receiving the notice of the appeal. An employee has a right to an attorney or support person to assist them in the hearing. The Board of Alderman will attempt to issue a decision regarding the appeal within two weeks of any hearing, or in the case where no hearing is requested, within two weeks of the appeal. Mayor makes any decisions regarding these types of discipline, therefore, need to have an appeal beyond the decision maker.

Nothing in this policy alters the employment at will status. Further, nothing in this policy applies to any appointed officials of the City whose employment or termination is governed by Missouri statutes.

Release of Information

Personnel and employment records are the property of the City and except for records and information that the City is required to provide by law will not be released. Access to personnel records within the City is limited to the Mayor and those designated by the Mayor.

Pre-Employment Requirements

All full-time employees will be required to undergo a pre-employment physical and drug screen before beginning work. Part-time or seasonal employees will undergo the drug screen only at the request of the supervisor.

Residence

Employees of the City of Willard shall not be required to live within the city limits, unless required to do so by law, but they are encouraged to do so. This suggestion is intended to foster a greater interest in and concern for the welfare of the community on the part of the city employees.

Employee Classification

Part-time/seasonal employees do not receive vacation, holiday, sick or other fringe benefits enjoyed by the full-time employees. Part-time/seasonal employees may have holidays off, or other days by request (with the permission of their department supervisor or foreman) but without pay.

All City of Willard employees are employees at will. As such, either the employee or the City of Willard can terminate employment with or without cause and with or without notice.

Probationary Period

Each new employee must serve a probationary period of ninety (90) days before they will be considered a regular employee. During the employee's probationary period, the employee's work habits, abilities, attitude, promptness and other pertinent characteristics will be observed and evaluated by their supervisor, department head, and other appropriate city officials. If the probationary employee fails to meet required standards of performance, they may be dismissed and will not be entitled to any hearing, grievance or other procedures set forth in this handbook. During the probationary period, the new employee is not eligible for sick leave or vacation. Wages for designated holidays falling within the probationary period will be paid to probationary full time employees.

Political Activities.

City employees shall not be coerced to take part in political campaigns, to solicit votes, to contribute or to solicit funds or support, for the purpose of supporting or opposing the appointment or election of candidates for any office.

Dress Code

The dress code for each department shall be established by the department head. The code shall be developed with all consideration for employee safety, citizen recognition, etc. This code shall be strictly enforced.

Oath

Every officer of the city shall, before entering upon their duties, take the oath prescribed by

law.

Termination of Office

Every officer and employee of the city, upon the termination of their term or employment for any cause whatsoever, shall deliver to the City all City property, including books, records, documents, papers or other equipment which may be the property of the City.

Outside Employment

No municipal employee shall engage in any outside employment without the prior written consent of the Mayor. Further, consent will not be given unless such outside employment does not conflict, impair or interfere with the employee's performance of duties for the City of Willard.

Employment of Relatives

Applicants for any full-time positions or vacancy may not be employed if the applicant is related to any full-time employee on the payroll within the same department and under the jurisdiction of the same department head. In this context, related shall mean or include: parent, child, spouse, common-law spouse, brother, sister, grandparents, grandchildren, uncle, aunt, nephew, or niece, cousins including step, half, foster, or in-laws.

Nepotism

If employees employed in the same department become related to each other after employment begins, it will be necessary for one of those related employees to either terminate their employment or change to another department within the city organization if a position is available and the necessary qualifications are met. This policy is not to be made retroactive and will not effect employment relationships in existence prior to the passage of this policy.

Holidays

All full-time employees and appointed officers shall receive normal compensation for legal holidays and any other day or any part of a day during which the public offices of the city shall be closed by special proclamation by the Mayor with the approval of the Board of Aldermen.

Holidays presently observed include:

1. New Year's Day - January 1
2. Martin Luther King Day
3. President's Day
4. Personal Holiday
5. Memorial Day - Last Monday in May
6. Independence Day - July 4
7. Labor Day - First Monday in September

8. Columbus Day
9. Veteran's Day
10. Thanksgiving Day + Friday following
11. Christmas Eve – Close at noon
12. Christmas Day - December 25
13. Employee's Birthday
14. Personal Holiday
15. New Year's Eve – close at noon

Any employee who shall be required to work during a scheduled holiday by reason of the work scheduled by their department head, shall be entitled to receive and must take during each calendar year, a selected and scheduled day off to compensate the employee for the lost holiday on which he worked. Any compensating day off not taken prior to the end of each calendar year shall be lost, as the same shall not accumulate to another year.

Vacation

Employees and appointed officials of the municipality who work full time for the municipality shall receive annual vacation periods with full pay on the following basis:

(1) One week vacation for those who have served the municipality for a period of one year prior to their anniversary date;

(2) Two weeks vacation for such employees or officers whose service has continued for two years or more prior to such date; and

(3) Three weeks vacation for those whose service has continued for five years or more prior to such date.

(4) Four weeks vacation for those whose service has continued for twelve years or more prior to such date.

(5) Five weeks vacation for those whose service has continued for fifteen years or more prior to such date.

Employees wishing to use earned vacation time should submit their request to their department head or supervisor for approval. Department heads or appointed officials must have their vacation approved by the Mayor.

Vacation days are accrued annually on January 1st. Two weeks of vacation time may be carried over to the following year if unused during the current year. After two years of continuous employment, every employee or appointed official will use January 1 of each year as their anniversary date. Employees may not carry over more than two weeks of vacation each year.

Holidays recognized by the City are not considered vacation time. If a holiday should fall

within the time an employee is on vacation, it will not be deducted from vacation days earned.

Employees who have served their one-year continuous service and have taken part or none of their vacation days earned, upon termination of employment, will be paid for the vacation which will be pro-rated up to the time of termination. The foregoing rule is assuming the employee is in good standing at the time of termination and has tendered the required notice prior to leaving.

Health Insurance

The City provides life and health insurance. **Vision and dental are available at the employee's expense.** This is for coverage of the employee only. Additional insurance for the employee's dependents may be purchased at the employee's expense. The insurance becomes effective thirty (30) days from your date of employment. Details and forms may be obtained from the Finance Department at the time of employment.

Workers Compensation Insurance

The City of Willard carries workers compensation insurance coverage as required by law to protect employees who are injured on the job. This insurance provides medical, surgical and hospital treatment in addition to loss of earnings from work-related injuries. If an employee should suffer an on-the-job injury or illness, regardless of how minor or severe, the following steps must be followed:

1. Notify a supervisor or someone at City Hall immediately. If a supervisor is unavailable and/or City Hall is closed, any such injury must be reported directly to the Mayor. If the injury is of a severity that the employee is unable to immediately report the same, such employee should, at the earliest opportunity, request a family member or friend to report the injury.
2. Employees in need of medical attention should go to a physician or facility which has been approved by the City's insurance carrier. Such approval should be obtained before any employee receives treatment unless the injury sustained is of such severity so as to require immediate medical attention. Any employee receiving medical attention for any on the job injury may be subjected to testing to determine the presence of illegal or unauthorized controlled substances.

Unreported on-the-job injuries may place an employee in the position of losing any workers compensation benefits for which they might have been eligible. If any employee has any questions regarding the workers compensation program, please contact the Finance Department.

Retirement Plan

Upon an employee reaching their six month anniversary with the City, the City shall enroll each full time employee in the Missouri Local Government Employees Retirement System. At this time the employee shall pay 4% of their gross wages into the account with the City paying the amount

stipulated under the terms of the agreement with LAGERS. This is not an optional program. Enrollment in the program is a condition of employment for every full time employee. If any employee has any questions regarding the retirement plan, please contact the Finance Department.

Uniform Policy.

Police Department: Each officer of the Willard Police Department will receive a \$650.00 uniform allowance issued once each year in July after showing proof of purchase. This allowance is to be used for dress uniforms and equipment required by the Department policy. Uniforms may be purchased at approved vendors under the City's name to be repaid by payroll deduction under the following schedule:

\$100.00 - \$200.00	Three months' deductions
\$201.00 - \$450.00	Four months' deductions

Charges for less than \$100.00 will be deducted from one paycheck.

Public Works Department: Each employee of the City of Willard Public Works Department will receive a \$200.00 clothing allowance to be used for pants and winter wear. In addition, a \$135.00 boot allowance will be provided. The clothing and boot allowance will be issued once per year in July after showing proof of purchase. The City will provide five t-shirts per employee every summer plus uniform shirts (long sleeved and short sleeved) with one jacket and vest. The uniform shirts, jacket and vest will be provided through a uniform company who will also launder these items weekly as returned by the employee.

Voicemail and Electronic Mail

All electronic and telephone communication systems and all communications and information transmitted by, received from or stored in these systems are the property of the City of Willard and as such are intended for job related purposes. Personal use should be kept to a minimum. Electronic or telephone communication systems may not be used to transmit messages that may be considered inappropriate under the City of Willard's policies, including those prohibiting harassment. All pass codes are the property of the City of Willard and may be used by the City of Willard to access electronic and telephone communications at any time. The City of Willard reserves the right to monitor any electronic or other communications made using the City of Willard systems or property.

The City of Willard provides computer access, e-mail, facsimiles, internet and voice mail access for business use only. All electronic and telephonic communication systems and all communications and information submitted by, received from, or stored in these systems are the property of the City of Willard and are to be used solely for job-related purposes. All use of any of the City of Willard-provided technology is information subject to audit and monitoring in accordance with all applicable laws to enforce compliance with this policy. Users are specifically advised that they should have no expectation of privacy for any use of the City of Willard-provided systems.

Overtime

The Fair Labor Standards Act (FLSA) governs the payment of overtime. All employees, unless exempt due to position or other provision of the FLSA, are eligible for overtime pay in excess of 40 hours per work period. To receive overtime pay, the employee must work beyond the City's normal forty hour workweek.

Each department head must approve any overtime pay requested. Overtime pay slips are available at the Finance Office.

The overtime rate paid will be at one and one-half times the employee's normal hourly rate. The base workweek for computing overtime compensation will be the actual hours worked. This does not include sick, vacation, or holiday hours. Original, signed time sheets must be submitted to the Finance Office for each pay period.

Paychecks

The City pays all employees every two weeks. Payroll checks will be distributed by the Finance Department. If you think an error has been made in your paycheck, please bring the check immediately to the City Treasurer.

Leaves of Absence

Leave of absence without pay may be granted for a period not to exceed sixty days when the granting of such leave is in the mutual interest of the city and the employee, or otherwise required by law. The employee may make a written request to the Mayor for any authorized leave of absence stating the time required and the reason for such a request. Only the Mayor may approve such a leave. Vacation, sick leave, and holiday rights will not be accrued, or paid for, during an extended leave of absence, unless otherwise required by law.

The employee will not, however, lose any vacation, sick leave, or holiday benefits which were earned prior to the commencement of the leave of absence. If such sick leave, vacation, or holiday benefits should carry past an anniversary date due to a leave of absence, authorization from the Mayor is required to carry it over.

An employee absent for three consecutive working days without notice and without sufficient reason shall be considered to have voluntarily terminated their employment.

A. Sick Leave.

Employees and appointed officials of the municipality who work full time for the municipality and who are not on an hourly pay basis, shall receive pay during unavoidable absence from work due to sickness or accident during any one year on the following basis:

<u>Length of Employment or Service</u>	<u>Full Pay For</u>
3 months to 1 year	40 hours
1 year to 3 years	80 hours
3 years to 6 years	80 hours
6 years to 10 years	120 hours
10 years to 15 years	160 hours
Over 15 years	200 hours

Sick leave is earned by the hour and used by the hour. Where payment is due to such employees or officer under worker's compensation, the amount received by reason of worker's compensation shall be deducted from the allowance above provided for.

Employees shall be allowed to accumulate 35 (working) days (280 hours) in sick leave, which may be carried over from one year to the next. If a holiday should fall within the time you are absent on sick leave, it will not be deducted from your available number of sick leave days. Employees do not get paid for sick leave upon termination of employment.

An employee who is sick must call their immediate supervisor as soon as possible if they are unable to work. If an employee fails to do so within four hours after the beginning of the work day, they may be denied pay for the period of absence. If sick leave is more than three days, the department head may require a doctor's certification; however, a certificate of verification may be required by a supervisor or department head in any case.

B. Family and Medical Leave - FMLA

Eligibility Requirements: Employees may be entitled to job-protected family or medical leaves of absence if the following conditions are met:

- You have worked for the City of Willard for the last 12 months.
- You are currently employed by the City of Willard.
- During the last 12 months of employment with the City of Willard you have worked at least 1250 hours.

Types of Leave: Employee leaves of absence under the FMLA may include:

- The birth of your child, or the placement of a child with you for adoption or foster care;
- A serious health condition that makes you unable to perform the essential functions of your job; or
- A serious health condition affecting your spouse, child or parent for which you are needed to provide care.

How and When to Request Leave: Except as explained below, an eligible employee has a right under the FMLA for up to 12 weeks of unpaid leave in a 12-month period for any of the reasons

listed above. An eligible employee must provide timely and adequate notice of his or her need for FMLA-qualifying leave. To request leave, you must contact the Mayor for the appropriate forms. When the need for FMLA leave is foreseeable, such as with planned medical treatment or expected birth, the employee must provide at least 30 days advance notice before FMLA leave is to begin. When an employee's need for FMLA is unforeseeable, the requisite notice must be provided as soon as practicable under the facts and circumstances. Your notice, when possible, should be in writing, and it should provide the City of Willard with enough information to determine whether the leave qualifies as family or medical leave. Failure to provide proper notice may result in delay or denial of leave.

Continuation of Benefits: An employee's health benefits, if any, will be maintained during any period of unpaid leave under the same conditions as if he or she continued to work. The employee will be reinstated to the same or equivalent job with the same pay, benefits and terms and conditions of employment on return from FMLA leave.

Further, if the employee normally pays a portion of the premiums for his or her health insurance, these payments will continue during the period of FMLA leave. Arrangements for payment will be discussed with the employee. The employee will have a minimum 30-day grace period in which to make premium payments. If payment is not made timely, the employee's group health insurance may be cancelled.

If an employee does not return to work following FMLA leave for a reason other than the continuation, recurrence, or onset of a serious health condition which would entitle the employee to FMLA leave, or other circumstances beyond the employee's control, the employee may be required to reimburse the City for its share of health insurance premiums paid on the employee's behalf during the FMLA leave.

Medical Certification Requirement: An employee's requested leave may be counted against the employee's annual FMLA leave entitlement. Further, the employee will be required to furnish medical certification if the leave is due to a serious health condition. Certification of Health Care Provider forms are available from the Mayor. Failure to provide the required certification may result in delay, denial or cancellation of leave. If the certification shows that your absence does not qualify under the FMLA, the FMLA designation will be revoked retroactive to the first day of your leave. The City of Willard may require recertification during your leave.

Application of Accrued Paid Leave: Family and medical leave is generally unpaid leave.

However, any accrued paid leave, including sick leave, vacation time or other leave, shall be applied to time off available under this section. Time off under worker's compensation or short-term disability will also be applied to a leave under this section.

Fitness-for-Duty and Status Reports: The employee may be required to present a fitness-for-duty certificate prior to being restored to employment. If such certification is required but not received, the employee's return to work may be delayed until the certification is provided. Further, while on leave, the employee may be required to furnish the City of Willard with periodic reports of the employee's status and intent to return to work. If the circumstances of the employee's leave change,

and he or she is able to return to work earlier than the date indicated above, the employee may be required to notify the Mayor at least two weeks prior to the date the employee intends to report to work. The employee may be required to furnish recertification to a serious health condition.

C. Military Leave of Absence

The City of Willard complies with all applicable laws applying to military leave.

D. Funeral Leave

An employee may be granted up to three working days of leave with full pay as needed in the event of the death of spouse, child, mother, father, sister, brother, mother-in-law, father-in-law, grandfather, grandmother, or any relative residing permanently with and dependent upon the employee.

E. Jury Duty

An employee may be granted leave with pay when required to be absent from work for jury duty or as trial witness. Compensation for such leave shall be limited to the difference between pay received for this service and normal pay.

Substance Abuse Policy

It is the policy of the City of Willard to provide safe, dependable, and quality services to its citizens, to provide safe and healthy working conditions for its employees, and to comply with the requirements of federal law and regulations related to the Drug Free Work Place Act of 1988 and the Omnibus Transportation Employee Testing Act of 1991.

It is the policy of the City of Willard to ensure that its employees are not impaired in their ability to perform assigned duties in a safe, productive and healthy manner. The City desires to create a work environment free from the adverse effect of alcohol and controlled substances abuse or misuse. Employees are strictly prohibited from engaging in the unlawful manufacture, distribution, dispensing, possession or use of controlled substances or alcohol while conducting any work on behalf of the City or on any City premises. Employees are also prohibited from the unauthorized possession of alcohol while on duty and are prohibited from the unauthorized possession or use of unauthorized controlled substances at any time, whether on or off duty. No employee shall use alcohol or non-prescribed drugs in the workplace or in operation of the City's motor vehicles or equipment.

This policy applies to all employees and/or applicants who apply for employment with the City of Willard. All employees, regardless of their date of hire, will be required by the City of Willard to comply with all sections of this policy including: pre-employment, post-accident, reasonable suspicion, return to work, and follow-up testing for both alcohol and controlled substances. Further, as set forth herein, the City encourages employees to seek professional assistance when personal problems, including alcohol and controlled substance dependency,

adversely affect their ability to perform assigned duties.

Any employee convicted of illegal conduct related to alcohol or controlled substances, including a conviction of a criminal drug statute occurring in the workplace, must notify the Mayor within five calendar days of any such conviction. Failure to timely report any such conviction will result in disciplinary action, up to and including termination of employment. Further, any employee whose job performance requires the possession of a valid driver's license and who subsequently loses the driver's license as a consequence of drug or alcohol related convictions, pleas or other legal means, shall be subject to disciplinary action, up to and including termination from employment. The employee shall notify the Mayor of the loss of the driver's license immediately after revocation or temporary suspension of their license. Failure to notify the Mayor of the loss of the driver's license shall result in disciplinary action, up to and including termination of employment.

Any employee who is using a prescribed or authorized controlled substance which may inhibit or impair the employee's performance shall provide written notice to the Mayor of such use upon returning to work and prior to engaging in any work related activity.

As a condition of employment, both present and future employees shall be subject to alcohol and controlled substances testing including the following types of tests: pre-employment testing, random testing, reasonable suspicion testing, post-accident testing, return to work testing, and follow-up testing. Tests shall be conducted by a facility certified and approved by the City of Willard.

An employee who fails a test or who fails to submit to a test under this policy may be discharged by the City for misconduct connected to work.

1) Pre-Employment Testing

Pre-employment urine drug testing shall be required of all applicants for all positions as a condition of employment, regardless of the status of the position. Receipt of satisfactory test results is required prior to commencement of employment. A positive alcohol or controlled substance test result disqualifies an applicant from appointment to employment for a period of at least two (2) years. Applicants must submit to a pre-employment urine drug test within twenty-four (24) hours of being ordered to test. Failure to submit to testing or failure to submit in a timely manner will result in the withdrawal of the City's conditional offer of employment. The applicant will be disqualified from further consideration for a period of two(2) years. Applicants who fail to test or who fail to submit in a timely manner for a second time will be permanently disqualified for consideration for employment with the City of Willard. Any deviation from this practice must be documented and approved in writing by the administrator.

2) Reasonable Suspicion Testing

Reasonable suspicion testing applies to all City of Willard employees regardless of their status or position. Reasonable suspicion testing shall be used to determine fitness for

duty evaluations, including appropriate urine and/or breath testing when there are objective observable reasons to believe that alcohol or a controlled substance use is adversely affecting an employee's job performance or that the employee has violated this policy. Reasonable suspicion referrals for testing shall be made on the basis of documented objective facts and circumstances consistent with the effects of substance use. Reasonable suspicion observations and reports can only be made by supervisory or management personnel. The observing supervisor or manager, regardless of the direct reporting relationship with the affected employee, is required to complete the appropriate required documentation concurrently with the observation and consideration to impose reasonable suspicion testing.

All employees may be subject to testing following any type of accident if reasonable suspicion is determined, regardless of whether the accident meets the guidelines as noted under the post-accident provisions of this policy. A supervisor or manager who fails to report an observation and, subsequently, fails to order a confirmed reasonable suspicion will be subject to disciplinary action up to and including termination.

Reasonable suspicion testing shall be required and completed whenever possible within two (2) hours of the observation, but in any case, no later than eight (8) hours after the observation for breath alcohol testing and thirty-two (32) hours for controlled substance testing. An employee who is ordered to submit to a reasonable suspicion drug test should be transported to the testing site by City personnel.

3) **Random Testing.** Random testing is applicable to all employees. Random testing shall be conducted at the direction of the Mayor. An employee who is notified to submit to a random drug test must report immediately to the collection site. No delay in reporting is acceptable. An employee who is ordered to submit and does not report to the collection site, without delay, must document circumstances causing the delay to be tested.

4) **Post Accident Testing.** Post accident testing is applicable to any employee involved in an accident or in which the employee injures the person or property of another.

5) **Return to Work or Follow up Testing.** Return to work or follow up testing may be required at the direction of the Mayor.

C. Rehabilitation Effort

Employees are encouraged to seek help with alcohol or chemical dependency problems voluntarily through a provider of their choice. Employees will not be disciplined for seeking assistance, if assistance is sought voluntarily.

Rehabilitation assistance, due to the refusing to submit to an alcohol or controlled substance test, may only be granted to an employee one time while employed by the City of Willard. Failure to complete the rehabilitation evaluation and any subsequent treatment plan and/or comply with the provisions of this policy will result in termination of employment.

The following items must be completed for a rehabilitation process to be successful and complete:

1. The employee shall agree to be evaluated by a rehabilitation professional acceptable to the City of Willard and shall successfully complete the rehabilitation treatment plan established for the employee by such; and
2. The employee shall agree to refrain from any violation of this policy and the use of alcohol and/or controlled substances as is consistent with the treatment plan for rehabilitation and this policy; and
3. The employee shall provide a release of all medical records for use and review by the City of Willard, specifically relating to the rehabilitation treatment plan for assistance and compliance; and
4. The employee shall agree to submit to return to work testing demonstrating that the employee has tested negative for alcohol and/or controlled substance test standards; and
5. The employee shall agree to unannounced follow-up testing for a period of time as determined by the administrator or designee subsequent to the employee's return to work and consistent with this policy; and
6. The employee will continue to be a participant of the random drug testing pool and ordered to submit to a random drug test as outlined in this policy; and
7. The employee shall agree that any future alcohol or controlled substance violations will result in the termination of employment.

Violation of this policy will be considered misconduct connected to work and will result in disciplinary action, up to and including termination of employment.

CITY OF WILLARD BOARD OF ALDERMEN



AGENDA ITEM # 5f Finance Department

Action required – approval needed

ITEM DESCRIPTION:

Attached is information concerning a generator which Public Works is interested in purchasing to support the D Lift Station. We also need a generator for Regional Lift Station, but it requires a 135 kW.

Public Works would like to discuss this topic and perhaps be approved to purchase generators at the Missouri State Surplus.



FW: 100 kW

Thursday, September 9, 2010 9:40 AM

From: "Jimmy Sebree" <jsebree@nixafire.org>

To: cpcfr401@windstream.net, kwitt@cpcfr.org, bcfdchief@live.com, lmconnell@mtfarms.net, lmorgan@republicmo.com, mschiman@mchsi.com, mflfire@mchsi.com, ricster90@yahoo.com, rbenn@nevadamo.org, rtalburt@lfire.org, bfd116@aol.com, rkirby@battlefieldfire.com, scottcranford@centurytel.net, "Stacy Winters" <haztech23@yahoo.com>, "Thom Burton" <thomburton@hotmail.com>, tchlanda@cableone.net, twocentssta2@yahoo.com

Subject: Fwd: 100 kW

Great shape this unit was purchased by MSU and removed by Melton Elec. It currently is our 2nd largest unit in our fleet. It is a 100kw and is pretty loud. 1,700 hrs low hrs. It does have a built in charging system and remote switch capable. Diesel 120/240 volt. It does have 500 watt quartz lights, 200 amp panel with weather proof enclosures.

Sent from my iPad

Begin forwarded message:

From: MELTONELECTRICCO@aol.com
Date: September 8, 2010 9:45:36 AM CDT
To: rescueallyou@aol.com
Subject: 100 kW

100 kW Generac Generator \$8,000.

Denise Nickerson
Office Manager
Melton Electric Co.
417.831.7811





This e-mail contains information which (a) may be PROPRIETARY IN NATURE OR OTHERWISE PROTECTED BY LAW FROM DISCLOSURE, and (b) is intended only for the use of the addressee(s) named above. If you are not the addressee, or the person responsible for delivering this to the addressee(s), you are notified that reading, copying or distributing this e-mail is prohibited. If you have received this e-mail in error, please contact the sender immediately.

CITY OF WILLARD BOARD OF ALDERMEN



AGENDA ITEM # 5g Finance Department

No Action required

ITEM DESCRIPTION:

The Budget Workshop for the 2011 budget will be held during the September 27th Board of Aldermen meeting. As soon as I have met with each department head, I will get the first draft of the budget out to the aldermen.

I will be available to answer questions concerning the budget at any time.

CITY OF WILLARD BOARD OF ALDERMEN



AGENDA ITEM # 6 POLICE DEPARTMENT REPORT

NO ACTION REQUIRED-INFORMATIONAL ONLY

ITEM DESCRIPTION:

- Both new hires, Marler and Sanders, have been recommended for retention.
- We will commence our D.A.R.E. program this month.
- Motion to suppress evidence and statements in the Caringer case were both overruled.
- Caringer case trial moved to (set for) November 8, 2010.
- Major vandalism occurred on opening day of school. Quickly solved in joint investigation involving Willard School Resource Officers with follow-up completed by Sgt. Shannon Shipley.

WILLARD POLICE DEPARTMENT

MONTHLY STATISTICAL REPORT

Report Month August 2010

Total Incidents for Month 444

Officer Statistics

1601	Tom McClain, Chief.....	01
1602	David Richardson, Major....	13
1603	Shannon Shipley, Sgt./Det..	07*
1604	Robert Bell, Cpl	63*
1605	Mike Payne, Officer	31
1606	Gary Dove, Officer	47
1607	Travis Sanders, Officer ...	134*
1608	Shannon Marler, Officer	64*
1609	Justin Raynes, Officer	41
1610	Joe Crawford, Officer	29
1630	Glenn Cozzens, SRO	04
1631	Wyatt Sharp, SRO.....	01
1640	Doug Thomas, Reserve ...	0
1641	Brian Gordon, Reserve	0
1642	JD Landon, Reserve	0
1643	Paul Griffin, Reserve	0
1644	Bill Lingenfelter, Reserve ...	0
1645	Michelle Lappin, Reserve ...	0
1646	Ryan Snow, Reserve.....	9

Incident Classification

Felony	11
Misdemeanors	22
Infraction	211
Other (Services)	184
HBO (Handled by Officer)	294

Reserve Hours

1640	Doug Thomas, Reserve	0
1641	Brian Gordon, Reserve	0
1642	JD Landon, Reserve	8
1643	Paul Griffin, Reserve	0
1644	Bill Lingenfelter, Reserve..	6
1645	Michelle Lappin, Reserve ...	7
1646	Ryan Snow, Reserve	18
TOTAL		39

*FTO

Patrol Vehicle Mileage, Usage, and Maintenance Information

VEHICLE	ODOMETER READING	MONTHLY MILEAGE	SHIFTS USED	MILES PER SHIFT	MAINTENANCE COST
UNIT 1601	110752)	957	20	48	0.00
UNIT 1602	94987	332	9	37	0.00
UNIT 1603	55873	1992	31	64	0.00
UNIT 1604	40205	3707	47	79	\$60.67
UNIT 1605	89834	2637	45	59	0.00
UNIT 1608M	4078	25	2	13	0.00
UNIT 1606	97??? (display not functioning)	?	10	?	\$120.44

September

CITY OF WILLARD BOARD OF ALDERMEN



AGENDA ITEM # 7 Emergency Management

- Still working on funding alternatives for storm shelter, have not received any formal word from FEMA
- Emergency Operation Plan update is almost complete and will be ready to be reviewed by SEMA at the end of September
- Large amount of rain accumulation but have had no reports of damage to homes or business
- Still need NIMS 100 and 700 completed by two Aldermen

Stacy Winters
Emergency Management Director

**CITY OF WILLARD
BOARD OF ALDERMEN**

**AGENDA ITEM #8
PUBLIC WORKS**



NO ACTION REQUIRED-INFORMATIONAL ONLY

ITEM DESCRIPTION:

Water Department

- Locates everyday
- IN's and OUT's everyday
- Read water wells everyday
- Flushed water lines
- Fixed water leak at 124 Z Hwy
- Painted fire hydrants
- Cleaned up dirt from water leak on Oak St.
- Cleaned up dirt from water leak on Alan St.
- Read water meters
- Fixed chlorine line and pump at Meadows East Well
- Fixed water leak at 607 Daniel
- Fixed water leak at 912 AB Hwy
- Fixed water leak at 1647 FR 101
- Took water samples
- Fixed water leak at 827 Barwick

Sewer Department

- Read lift stations everyday
- Did locates everyday
- Took lagoon samples everyday
- Ran irrigation system at lagoons everyday
- Cleaned probes at lift stations
- Fixed cooling water filter on pump at Regional Lift Station
- Ran the camera in the sewer lines (about 1000 Ft.)
- Cut roots out of sewer lines on JFK
- Grouted 11 manholes to stop I & I
- Took lagoon samples to DNR
- Mowed and brush hogged Lagoons

Streets & Misc.

- Mowed the water detentions and right of ways
- Sprayed weeds
- Cleaned out trees along Frisco trail
- Serviced truck #204
- Fixed rear flat tire on brush hog tractor
- Worked on ditch at 103 Grand Prairie
- Brush cutting limbs back on roads with Boom Mower
- Mowed parks and rightaways daily
- Fixed tire on C.E.R.T. Trailer
- Put new soap and paper towel dispensers at city hall bathroom
- Cut brush around street signs
- Extended culvert at Lester and Miller
- Finished ditch at 101 Grand Prairie
- Put front tires on cub cadet
- Counted crosswalks and met with Ball Paving about painting crosswalks
- Cleaned out trees and brush on Jackson and the Frisco trail
- Put stop signs out at 160 & Miller and 160 & Jackson because power went out
- Put asphalt down at intersection of Miller and Lester
- Brush hogged soccer park
- Mowed and weed eaten 301 Wren, 221 Pheasant, and drainage ditch behind 106 Southview
- Patched asphalt on Willey from water leak
- Patched asphalt on road to Rec. Center
- Sprayed weeds and tall grass
- Washed and cleaned all trucks and tractors (Exterior and Interior)
- Fixed asphalt patch on Mark St.
- Changed oil on truck #103
- Shot grade on ditch at 107 & 109 Southview
- Fixed crank on volleyball at Rec. Center
- Fixed step on diving board at swimming pool
- Cleaned brush and spread dirt along Jackson and Trail
- Changed oil in 2009 Police Car
- Greased machinery (Backhoes, tractors, and brush hogs)

Justin Reaves

Public Works Director

CITY OF WILLARD BOARD OF ALDERMEN



AGENDA ITEM #9 PLANNING AND DEVELOPMENT DEPARTMENT REPORT

NO ACTION REQUIRED-INFORMATIONAL ONLY

ITEM DESCRIPTION:

DEVELOPMENT:

- New Bakery – Sweet! Locating in the Sterling Center.
- New Law Firm- Greenwade Law Firm – Locating in the Prairie View Shopping Center.
- Ziggies Cafe is now opened in the Prairie view Shopping Center.
- Foundation has been completed for the T-Mobile Cell Tower Project.
- O'Reilly Automotive – the building is up and inside work continues along with outside improvements as well.
- The car wash associated with the Eagle Stop Convenience Store is now under construction.
- Don Erwin Detail Shop – plans for expansion to include a spray in bedliner facility and additional storage units.
- Variance for Accessory Structure located at 623 Berry Lane.
- Review of Guidelines for the National Flood Insurance Program.

Meetings:

- Attended the Ozarks Regional Bike Summit

Director of Development
Randy Brown

CITY OF WILLARD BOARD OF ALDERMEN



AGENDA ITEM # 10 Parks and Recreation Report

NO ACTION REQUESTED; INFORMATIONAL ONLY

Zumba Class: Willard's new Zumba Class has begun. The first week of class, over 30 people participated. The class meets at the Willard Community Building on Monday and Thursday nights at 6:30pm.

Party at the Park: Willard's 2010 Party at the Park event is complete. The event was sponsored by the Willard Chamber of Commerce. The event featured moon bounces, a DJ, area business expo and swimming in the Willard Aquatic Center.

Movie in the Park: Willard hosted a movie in the park event on Saturday August 21st at Jackson St. Park. Around 100 people attended the event. Next movie in the park is scheduled for October 23rd at 7 p.m. We will be showing "*The Haunted Mansion*".

Back to School Bash: Willard Parks and Recreation hosted a Back to School Bash at the Willard Recreation Center on Saturday August 14th from 6 p.m. – 8 p.m.

Summer Camp: Willard's Summer Camp Program is finished. On average 55 kids per week attended. Every Tuesday, Thursday and Friday, the kids attended the Willard Aquatic Center. Camp field trips were on Wednesday's.

2010 Fall/Winter Out of School Camps: These camps are held at the Willard Recreation Center and are \$17.50 per day. Camp is for grades K- 6th. Registration forms are at the Willard Recreation Center. Camps will be held on most days when school is not in session.

Children's Dance Classes: Dance classes for children ages 3 and up are held at the Willard Recreation Center. Fall Session: Oct 12th-Dec 9th. Winter Session: Jan 11th-Mar 3rd. Spring Session: Mar 15th-May 3rd. Dance Review: May 3rd 6:30 pm. Classes are 8 weeks. The fee is \$50-\$65. Registration forms are at the Willard Recreation Center

Fall Rummage Sale: Willard Parks and Recreation will be hosting a fall rummage sale on Saturday October 9th from 8 a.m. – 12 p.m. at the Willard Recreation Center. This is a huge yard sale. Booth spaces are \$15 per booth (booths are 10X10).

Safe Halloween: Saturday October 30th 6:00pm. Enjoy Trick or Treating, Trunk or treating, getting your face painted, playing games, walking through the Parks Haunted House and much more. Admission is a canned food item.

Mighty Mites Football: Willard has teamed up with the Mighty Mites Football Program. Games begin this month on Thursdays at the Willard baseball/softball fields. Willard Parks will be running concessions at all home games.

Adult Basketball: Willard has begun another session of Adult Basketball. Games are played on Wednesday nights at the Recreation Center. A total of eight teams are participating. Game schedules are available at the Recreation Center.

Fall Soccer: Fall Soccer practices have begun. This season games will be played at the Highline Soccer Park on Saturdays.

Fall Volleyball: Fall Volleyball practices have begun. All games are held at the Recreation Center on Tuesday nights.

Competitive Volleyball: Willard Parks and Recreation is in the process of organizing a competitive volleyball league. Registration forms are at the Rec. Center.

Aquatic Center: Willard's Aquatic Center is closed for the season. This season went extremity well. Final budget numbers are in the process of being added up.

Pride Emails: Willard Parks is teaming up with the Willard School again this year. We will be featured in the Pride emails that get sent to over 1200 people every Friday.

Rentals: Willard Parks continues to rent out its facilities for rentals. In September around 50 hours were rented for use. Willard Parks rents out the Community Building, the Pavilion, and the Recreation Center gyms and classrooms.

New Bowling League: Willard Parks and Recreation is teaming up with the Willard High School Bowling Team to offer recreational bowling for 5th – 8th grade.

Willard Playgroup: The Willard Playgroup will be meeting at the Recreation Center on Wednesdays for the remainder of the year. In August, a local gentleman donated a 6 foot long handmade wood kitchen set-up for the kids to play with.

Down Syndrome Group of the Ozarks: The Willard Parks and Recreation Department is teaming up with the Down syndrome group of the Ozarks for various activities in 2011. A meeting was held with the group leaders on Wednesday September 1st to begin planning.

Forest ReLeaf of Missouri: Willard Parks and Recreation has filled out an application for free trees from the Forest ReLeaf of Missouri Communitree Program. Over 7000 trees are available for the public in Missouri.

Banning Policy: Through a recommendation of the Park Board, the Willard Parks Department is in the process of developing a banning policy. This will go before the Park Board at the September meeting.

Veterans Memorial Garden: The Veterans Memorial Garden Committee continues to meet. More details will be available soon.

Recreation Center: The lobby of the Recreation Center has been painted. This was the first time the lobby has been painted since it opened.

Director of Parks and Recreation
Kevin McDonald

CITY OF WILLARD BOARD OF ALDERMEN



AGENDA ITEM # 11

NO ACTION REQUESTED; INFORMATIONAL ONLY

ITEM DESCRIPTION: Proposed Fee Schedule

Please find the enclosed document for your review and comments. The proposed fee schedule will be used in the new permit software. I will be discussing this agenda item at the 9-13-10 meeting. We will tentatively be bringing an ordinance back to you for approval at the 9-27-10 meeting. I will be happy to answer any questions you have prior to the meeting, feel free to contact me at 343-0285 or 742-5308.

Director of Development

Randy Brown

ARTICLE VIII. FEES

SECTION 500.330:

FEE SCHEDULE

- A. *Adoption Of Fee Schedule.* There is hereby adopted a fee schedule for building fees **and development fees** associated with the construction, alteration, enlargement, repair, demolition, conversion, removal, remodeling, use or maintenance of all buildings and structures within the City.
- B. *Collection Of Fees.* All fees due and payable pursuant to the fee schedule herein adopted relating to one- and two-family residential buildings or structures shall be paid to the **Willard** City Clerk. All fees due and payable pursuant to the fee schedule herein adopted relating to any building or structure other than a one- and two-family residential building or structure shall be payable to the ~~Greene County Treasurer~~ **Willard City Clerk. All fees due and payable pursuant to the development fee schedule herein adopted shall be payable to the Willard City Clerk.**
- C. ~~Greene County Resource Management Department Building Regulations Fee Schedule Dated June 1, 2007.~~ **City of Willard Building Fee Schedule.**

BUILDING FEES

Building Fee:

Use International Building Code\2000 **2006** Permit Fee Schedule with the following multipliers:

Gross Area Modifier = 70

Permit Fee Modifier = .0020

*Formula for permit fee (Gross Area X Gross Area Modifier X Type of Construction X Permit Fee Multiplier)

The following fees deviate from the building fee:

All accessory buildings in zoning classifications of "A-1", "A-R" or "R", shall use construction type U in the fee schedule.	
Issuance of permit	\$ 15.00 10.00
Blasting permit	\$ 50.00 40.00
Building permit fee minimum	\$ 45.00
Building appeals request—non-refundable	\$ 225.00
Change of owner or contractor on permit	\$ 40.00
<u>Accessory Structure Permit</u>	
<u>Fence building permit</u>	<u>\$ 10.00</u>
<u><300 sq ft building permit</u>	<u>\$ 25.00</u>
<u>300-576 sq ft building permit</u>	<u>\$ 35.00</u>
<u>Conditional Use permit</u>	<u>\$ 15.00</u>
<u>Deck</u>	<u>\$ 40.00</u>
Elevator	\$ 150.00
Fire suppression system	
Plan review	\$ 75.00
Permit for new system	\$ 180.00
Permit for modification of system	\$ 75.00
<u>Grading permit</u>	<u>\$ 50.00</u>
<u>Infrastructure Fee</u>	
<u>Residential</u>	<u>\$ 450.00</u>
<u>Commercial</u>	<u>\$ 600.00</u>
Mechanical fee for change out furnace, water heater, etc.	\$ 25.00
Mobile home (fee includes building, electric, plumbing and mechanical fee)	
Park	\$ 50.00
Other than park	\$ 90.00
Replace with existing services	\$ 50.00
<u>Certificate of Occupancy</u>	<u>\$ 15.00</u>
Areas (parking lots, tennis courts, etc.)	\$.15 per 100 square feet up to 20,000 square feet. 20,000 square feet or more, \$30.00 plus \$.10 for each additional 100 square feet. A minimum of \$25.00
Paved driveways—curb and gutter	\$ 40.00
Plan review	60% of the cost of the building permit fee Minimum fee of \$45.00
Pre-manufactured portable building (less than 300 square feet)	\$ 25.00 building fee only
On-site wastewater systems (<u>septic system</u>)	<u>\$ 75.00</u>
Pre-site of existing system (for a new building)	\$ 40.00
On-site wastewater systems	\$ 75.00
Certification for installers (3 year certification)	
Conventional system	\$ 60.00
LPN or non-conventional system	\$ 60.00
Temporary certification	\$ 100.00
Given under special conditions, only valid —until next scheduled 2 year certification class, —must then attend class	\$ 100.00

and pay additional	\$ 40.00
Make up certification seminar	\$ 100.00
For those who missed regular scheduled	
seminar.	
Certification valid until	
next regular seminar	
Re-roofing permit	\$ 15.00
Right-of-Way permit	\$ 50.00
Signs (billboards)	
<u>Billboards</u>	\$ 75.00
<u>Building signs – detached</u>	<u>\$.10/sq ft (A minimum of \$25.00)</u>
<u>Building signs - attached</u>	<u>\$ 15.00</u>
Storage tanks (per tank)	
Any size	\$ 60.00
Swimming pools (fee includes building, electric, plumbing and mechanical)	
Residential (one- and two-family)	
Above grade	\$ 40.00 30.00
Below grade	\$ 85.00 75.00
All other pools (commercial)	\$ 185.00
Plan review fee for commercial pools	\$ 55.00
Temporary use permit	\$ 75.00
Temporary use structure (tents, greenhouses, etc.)	\$ 85.00
Towers (in height)	
Plan review fee	\$ 60.00
100 feet or less	\$ 90.00
Each additional 100 feet	\$ 15.00
Antennas added to existing tower	\$ 35.00 per antenna assembly
Variance permit	\$ 15.00
Well	\$ 40.00
Reinspection fees:	
2nd reinspection	\$ 100.00
3rd reinspection, stop work order plus	\$ 100.00
Moving of structure or building:	
Pre-inspection of building	\$ 45.00
The fee for moving the structure will be 50% of the fee for a new structure, minimum fee	\$ 65.00 (plus electrical, plumbing, mechanical, etc.)
A cash bond of fifteen hundred dollars (\$1,500.00) shall be deposited with the Willard City Clerk. The cash bond shall be refunded after the structure has been moved, all proper inspections completed and the certificate of occupancy permit is issued.	
Remodel:	
The fee for remodeling shall be based on one-half (½) of the amount for a new building, but not less than the minimum fees.	
Commercial in-fill:	
The fee for in-fill construction in existing commercial buildings shall be one-half (½) of the amount for a new structure, but not less than the minimum fees.	
Demolition:	
The fee for demolition of a building shall be sixty-five dollars (\$65.00) fifty-five dollars (\$55.00).	

A cash bond of five hundred dollars (\$500.00) shall be deposited with the Greene County Treasurer City of Willard . The bond shall be refunded after the proper inspections have been completed and all required documents are submitted.	
Work without permit: Where work has commenced without proper permits, an additional fee equal to the amount of the permit (not to exceed one hundred dollars (\$100.00)) will be charged. Emergency work (situations wherein life, health and/or safety would be affected) will be exempt from this charge if the proper permit is obtained within seventy-two (72) hours after notification.	
Electrical fees:	
Electrical	35% of building fee
Minimum fee	\$ 45.00
Plumbing fees:	
Plumbing fees	35% of building fee
Minimum fee	\$ 45.00
Mechanical fees:	
Mechanical fees	35% of building fee
Minimum fee	\$ 45.00
All permit fees shall be rounded to nearest dollar amount	
Example: \$129.49 = \$129.00	\$129.50 = \$130.00

D. City of Willard Development Fee Schedule.

DEVELOPMENT FEES

All legal, recording, advertising, and/or consulting fees will be billed to the applicant in addition to the following:

<u>Sketch Plan Review</u>	
<u>Residential</u>	<u>\$50.00</u>
<u>Commercial</u>	<u>\$75.00</u>
<u>Planned Development District</u>	<u>\$65.00</u>
<u>Preliminary Plat</u>	
<u>Residential</u>	<u>\$250.00 plus \$2.50 per lot</u>
<u>Commercial</u>	<u>\$335.00 plus \$3.35 per lot</u>
<u>Planned Development District</u>	<u>\$300.00 plus \$6.00 per lot</u>
<u>Final Plat</u>	
<u>Residential</u>	<u>\$250.00 plus \$5.00 per lot</u>
<u>Commercial</u>	<u>\$335.00 plus \$6.75 per lot</u>
<u>Planned Development District</u>	<u>\$300.00 plus \$9.50 per lot</u>
<u>Park in Lieu of Fee</u>	<u>See Section 400.1420</u>
<u>Storm water buyout</u>	<u>See Section 400.1460(K)</u>
<u>Rezoning</u>	<u>\$50.00</u>
<u>Lot Split</u>	<u>\$75.00</u>
<u>Pro-Rata Reimbursement</u>	<u>See Section 400.1460</u>

CITY OF WILLARD BOARD OF ALDERMEN



AGENDA ITEM # 12 Water Rates Ordinance

ACTION REQUESTED: Approval of 2nd Reading

This is the 2nd reading of the Water Rates Ordinance that Karen Robson brought to the Board on August 23, 2010.

BILL NO. 10-21

ORDINANCE NO. 091310

AN ORDINANCE

AN ORDINANCE RELATING TO THE RATES TO BE CHARGED FOR THE USE OF WATER FROM THE WATER WORKS SYSTEM OF THE CITY OF WILLARD, MISSOURI, PROVIDING FOR A METHOD FOR THE COLLECTION OF SAME, PROVIDING FOR DEPOSITS AND FEES FOR THE USE OF WATER SOLD FROM SAID SYSTE, PROVIDING FOR AND ESTABLISHING THE COSTS OF THE METER AND INSTALLATION, AND PROVIDING PENALTIES FOR THE VIOLATION OF SAID ORDINANCE.

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

Section 1: The City does hereby approve the following:

Section 2: Ordinance Number 071113B is hereby repealed.

Section 3: All premises using the City water supply must be equipped with an adequate water meter furnished by the City, but paid for by the customer, provided that such water service may be supplied temporarily by the City at a flat fate of charge until such meter may be installed.

Before any premises are occupied, a water meter shall be installed as herein required, an application shall be made for such water service or no water shall be furnished such premises.

Section 4: Meters shall be installed in a location that will be easy of access, and located in the front utility easement.

Section 5: Except as provided for bulk at a flat rate, every user of water from the municipal water system of the City of Willard, Missouri, shall use said water only after it has been metered in a water meter to be furnished, installed, and regulated, and controlled by said City and the applicant for each meter, on behalf of him or her, shall pay for said water used at the following monthly rate:

For the first 1,000 gallons used in each month, the rate shall be \$12.00.

For the next 1,000 gallons or portion thereof used in each month, the rate shall be \$2.00.

For each additional 1,000 gallons or portion thereof used each month, the rate shall be \$2.00 per 1,000 gallons or portion thereof.

These rates shall hereby be reviewed on a yearly basis.

Section 6: In the event that less than 1,000 gallons is used in any one month by a user, the minimum rate of \$12.00 shall be charged and paid.

Section 7: Residential builders will sign up for water service at the time of purchase of the building permit. A \$100.00 deposit will be paid at that time. When the residence is sold, the developer will be billed for all water used as per the meter and a one month base sewer rate. The final bill will be deducted from the deposit with the developer responsible for any overage.

Section 8: That in addition to the above rates, every user of the water system utilizing a 5/8" meter to a 1 inch meter, shall pay an additional fee to provide the funding for water testing as required by Missouri law. These fees shall be as follows:

Annual Missouri Primacy Fee

Unmetered Customers and those with Meters Less than or equal to one inch

<u>Water System Service Connections</u>	<u>Fees</u>	<u>Annual Missouri Primacy Fee</u>	
1-1000	\$ 3.24	Customers with Meters Greater than 1 inch	
1001-4000	3.00		
4001-7000	2.76	<u>Meter Size</u>	<u>Fee</u>
7001-10,000	2.40	>1 inch-≤4 inches	\$ 7.44
10,000-20,000	2.16	>2 inches-≤4 inches	41.16
20,001-35,000	1.92	> 4 inches	82.44
35,000-50,000	1.56		
50,001-100,000	1.32		
>100,000	1.08		

The fee may be charged and billed as a one-time fee each fiscal year in a particular month, or divided equally and billed monthly in accordance with the policy as may be established from time to time by the Board of Aldermen. The annual fee shall be charged on a fiscal year basis of August 1 to July 31 of each year.

Section 9: All meters shall be read by the City each month and an accurate record of all readings shall be kept in the City Finance Dept.

Section 10: After the meters have been read as herein provided, the City Finance Dept shall as soon thereafter as is reasonable and before the 25th day of the month send to each user a written statement stating the amount of water used and the charge therefore as of the last meter reading date. Thereafter, all bills shall be due and payable at the City Hall on or before the 10th day of the month following the use of the water.

BILL NO. _____

ORDINANCE NO. _____

If any customer of the Willard Water System does not agree with the billing they receive, they must contact City Hall by the 10th of the following month. At that time, their account will be reviewed and the appropriate steps taken.

Any bills not paid in full by the 28th of each month shall be subject to disconnect. No disconnect will be done on amounts due less than twenty five (\$ 25.00) dollars. Notice shall be given of the disconnect day on each monthly bill and no further notice shall be given. If the customer wishes to make arrangements to pay their bill at an alternate time, they must come to City Hall to complete a payment arrangement form (Attachment A).

After a user has been disconnected by reason of delinquent water bills a service fee of \$50.00 and all past due bills shall be paid before water service is restored. If said water user is also connected with the wastewater treatment facility, the fee shall be \$50.00. If necessary to remove the meter, the reconnect fee will be \$ 100.00. Water service shall be restored by the end of the business day after full payment has been made for penalties and all outstanding amounts due.

Section 11: The City may adjust the customer's utility bill once per year when any such customer usage exceeds said customer's normal usage by more than one hundred percent (100%) as a result of a water leak and only for one (1) billing cycle. Said adjustment shall be computed by deducting the charge for normal water usage by such customer from the amount of the bill in question, and then charging such customer for fifty (50%) percent of the remainder.

Section 12: No connections with a water main shall be made by any person other than a City employee. All such connections shall be made by or under the supervision of the Public Works Director. Applications for such connections must be made to the City Clerk.

No fee shall be paid for the connection, as each new owner of a site where there has not previously been a water meter installed shall pay to the City the costs for the meter. Fees for the installation of said meter shall be paid according to the schedule established below. The cost for the meter and the cost of installation shall be paid prior to obtaining water service.

For a ¾" meter - \$ 1000.00	2" meter - \$ 2,500.00
1" meter - 1200.00	3" meter - 3,500.00

These charges shall be for installation of the meter pit and all necessary hardware, including the appropriate meter size. For all other meter installations, limited to meter installation only, the charge will be \$ 650.00.

Section 13: Application to have water turned on shall be made in writing to the Utility Clerk and shall contain an agreement by the applicant to abide by and accept all of the provisions of this Ordinance as conditions governing the use of the City water supply by the Applicant.

A deposit of one hundred (\$ 100.00) dollars for business and non-business use shall be paid with each such application. This sum shall be retained by the City, to ensure payment of all bills, for a one (1) year term. If all bills have been timely paid for a period of one (1) year, the applicant may request a review of his payment history in order to have the deposit credited against the depositor's future bills.

Section 14: The Treasurer of the City of Willard is hereby authorized to apply any deposits now held or hereafter paid for water connection to water bills due or hereafter coming due from any individual or business who have timely paid all sums as due for water bills for the next preceding twelve (12) months.

Should an individual or business fail to timely pay a water bill or bills, then the deposit held may be applied against the sums then due or coming due, until such time as said deposit is used in its entirety.

Section 15: No water shall be turned on for service in new construction in which the plumbing does not comply with the ordinances of the City; provided that water may be turned on for construction work in unfinished buildings, subject to the provisions of this Ordinance. All plumbing fixtures, and methods of installation shall comply with the requirements of the applicable City ordinances.

Section 16: It is hereby declared unlawful and an offense for any person or persons to knowingly use water from the said municipal system unless said water is metered as provided herein. No water from the City water supply shall be turned on for service into any premises by any person but the Director of Public Works or some person authorized by him to perform this service, except in case of emergency.

No person shall attach a device to a water line to receive water without benefit of a meter installed by the City. Also, no person shall damage or destroy city owned property such as the water meter or the electronic radio transmitter. Such will be a direct violation of this ordinance and will be subject to a citation and fine as defined in Section 21.

Section 17: No water shall be resold or distributed by the recipient thereof for the City supply to any premises other than that for which application has been made and the meter installed, except in case of emergency.

Section 18: All water meters installed as herein provided are hereby declared to be and to remain the exclusive property of the City of Willard, Missouri, and it is hereby declared unlawful and an offense for any persons to damage, destroy, steal, or tamper with in any manner whatsoever with any water meter or with any other part of said water system.

Section 19: Each family unit and each business of any kind whatsoever shall have a separate and individual meter; provided, however, that if an individual is operating a business from his or her chief place of residence, and said operation is otherwise permissible under the ordinances of the City, one meter shall be sufficient for both business and the dwelling. Provided further, however, where there is or has been constructed multi-family living units providing living quarters for three or more families' units in one complex, the owner thereof must provide one meter for each family unit.

Section 20: The term "family unit" as used herein shall have the same meaning as that commonly applied to the work "family" and shall mean any number of persons more than one, living together under the same roof with someone of their number as head who controls the affairs of the household, and upon whom the others or some of them, are by reason of same legal or moral obligation dependent.

Section 21: The acceptance and the use of water supplied through said municipal system shall constitute a consent by the owner and occupant of the premises that any officer, servant, or employee of said city may come on the premises and enter the buildings on said premises for which water is being supplied for the purpose of carrying out the provisions of this Ordinance or any other Ordinance relating to said water system or for any cause reasonably necessary to the efficient and proper operation of said water system.

Section 22: Any complaints about reading of water meters or computation of water bills shall be made to the Board of Aldermen through the City Clerk and shall be made in writing signed by the user and state the exact nature of the complaint.

BILL NO. _____

ORDINANCE NO. _____

Section 23: Any person or entity that shall violate the provisions of this Ordinance shall, upon conviction thereof, be subject to a fine of not less than \$10.00 and not more than \$100.00 together with costs.

Further, whenever in the determination of the Board of Aldermen as shown by its records or after hearing thereon, any person or entity is not complying with or is violating any of the provisions of this Ordinance, the meter to such user's premises shall be disconnected and removed if applicable and that premises denied the further use of water from said system until there has been compliance with all provisions of this Ordinance.

Section 24: Sewerage services or water and sewerage services combined shall be deemed to be furnished to both the occupant and owner or the premises receiving such service and the city, town or village or sewer district rendering such services shall have power to sue the occupant or owner, or both, of such real estate in a civil action to recover any sums due for such services, plus a reasonable attorney's fee to be fixed by the court.

Section 25: This ordinance shall be in full force and effect from and after the date of its passage and approval.

Section 26: All ordinances in conflict with the provisions herein contained are hereby repealed.

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 _____ day of _____, 2010.

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

RICHARD SIMPSON

DAVID HEMPHILL

PAT LLOYD

BILL NO. _____

ORDINANCE NO. _____

DOUG JOHNSON

TIM MCGEE

BRYAN VINCENT

SEAL

APPROVED:

JAMIE SCHOOLCRAFT, MAYOR

ATTEST:

DALE DUVALL, CITY CLERK

CITY OF WILLARD BOARD OF ALDERMEN



AGENDA ITEM # 13 Code of Ethics Ordinance

ACTION REQUESTED: Approval of 1st and 2nd Reading

This is the yearly code of ethics ordinance that has to be submitted to the Missouri Ethics Commission by the 15th of September.

This ordinance deals with the City's method of disclosing potential conflicts of interest in regards to financial disclosure.

Staff is asking for the approval of 1st and 2nd reading at this time.

BILL NO. 10-22

ORDINANCE NO. 091310A

ORDINANCE

“CODE OF ETHICS”

AN ORDINANCE OF THE CITY OF WILLARD, GREENE COUNTY, MISSOURI, TO ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN OFFICIALS.

WHEREAS: The proper operation of government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in the proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a procedure for disclosure by certain officials and employees of private financial or other interests in matters affecting the city.

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

Section 1: Conflicts of Interest

- a. All elected and appointed officials as well as employees of a political subdivision must comply with section 105.454 of Missouri Revised Statutes on conflicts of interest as well as any other state law governing official conduct.
- b. Any member of the governing body of a political subdivision who has a “substantial or private interest” in any measure, bill, order or ordinance proposed or pending before such governing body must disclose that interest to the secretary or clerk of such body and such disclosure shall be recorded in the appropriate journal of the governing body. Substantial or private interest is defined as ownership by the individual, his spouse, or his dependent children, whether singularly or collectively, directly or indirectly of: (1) 10% or more of any business entity, or (2) an interest having a value of \$10,000 or more; or (3) the receipt of a salary, gratuity, or other compensation or remuneration of \$5,000 or more, per year from any individual, partnership, organization, or association within any calendar year.

Section 2: Disclosure Reports Each elected official, the chief administrative officer, the chief purchasing officer, and the full-time general counsel shall disclose the following information by May 1, if any such transactions occurred during the previous calendar year:

BILL NO. _____

ORDINANCE NO. _____

- a. For such person, and all persons within the first degree of consanguinity or affinity of such person, the date and the identities of the parties to each transaction with a total value in excess of five hundred dollars, if any, that such person had with the political subdivision, other than compensation received as an employee or payment of any tax, fee or penalty due to the political subdivision, and other than transfers for no consideration to the political subdivision.
- b. The date and the identities of the parties to each transaction known to the person with a total value in excess of five hundred dollars, if any, that any business entity in which such person had a substantial interest, had with the political subdivision, other than payment of any tax, fee or penalty due to the political subdivision or transactions involving payment for providing utility service to the political subdivision, and other than transfers for no consideration to the political subdivision.
- c. The chief administrative officer and the chief purchasing officer also shall disclose by May 1 for the previous calendar year the following information:
 - 1. The name and address of each or the employers of such person from whom income of one thousand dollars or more was received during the year covered by the statement;
 - 2. The name and address of each sole proprietorship that he owned; the name, address and the general nature of the business conducted of each general partnership and joint venture in which he was a partner or participant; the name and address of each partner or co-participant for each partnership or joint venture unless such names and addresses are filed by the partnership or joint venture with the secretary of state; the name, address and general nature of the business conducted of any closely held corporation or limited partnership in which the person owned ten percent or more of any class of the outstanding stock or limited partnership units; and the name of any publicly traded corporation or limited partnership that is listed on a regulated stock exchange or automated quotation system in which the person owned two percent or more of any class of outstanding stock, limited partnership units or other equity interests;
 - 3. The name and address of each corporation for which such person served in the capacity of a director, officer or receiver.

BILL NO. _____

ORDINANCE NO. _____

Section 3: Filing of Reports

- a. The financial interest statements shall be filed at the following times, but no person is required to file more than one financial statement in any calendar year;
 - 1. Every person required to file a financial interest statement shall file the statement annually not later than May 1 and the statement shall cover the calendar year ending the immediately preceding December 31; provided that any member of the board of aldermen may supplement the financial interest statement to report additional interest acquired after December 31 of the covered year until the date of filing of the financial interest statement.
 - 2. Each person appointed to office shall file the statement within thirty days of such appointments or employment.
- b. Financial disclosure reports giving the financial information required in Section 3 shall be filed with the local political subdivision and with the Missouri Ethics Commission. The reports shall be available for public inspection and copying during normal business hours.

Section 4: Filing of Ordinance A certified copy of this ordinance adopted prior to September 15th, shall be sent within ten days of its adoption to the Missouri Ethics Commission.

Section 5: Effective Date This ordinance shall be in full force and effect from and after the date of its passage and approval and shall remain in effect for one year from the date of passage.

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, ON THE 13TH DAY OF SEPTEMBER 2010.

MEMBERS OF THE BOARD OF ALDERMEN:

YES

NO

RICHARD SIMPSON

DAVID HEMPHILL

DOUG JOHNSON

PAT LLOYD

TIM MAGEE

BRYAN VINCENT

ATTESTED BY:

DALE DUVALL, CITY CLERK

APPROVED BY:

MAYOR JAMIE SCHOOLCRAFT

CITY OF WILLARD BOARD OF ALDERMEN



AGENDA ITEM # 14 Amending Municipal Code

ACTION REQUESTED: Approval of 1st Reading

This is to change the sections of the Municipal code book that deal with the water service.

This ordinance needs to be approved to be able to enforce the Water rates ordinance.

Staff is asking for the approval of 1st reading at this time.

AN ORDINANCE

AN ORDINANCE APPROVING A MUNICIPAL CODE AMENDMENT TO SECTIONS 705.060, 705.070, 705.090, 705.100 AND 705.120 OF THE MUNICIPAL CODE OF THE CITY OF WILLARD PERTAINING TO WATER SERVICE.

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

Section 1: The City does hereby amend Title VII. Utilities, Chapter 705: Waterworks System, Article II. Water Service, Sections 705.060, 705.070, 705.090, 705.100 and 705.120 as follows:

**SECTION 705.060: DEVELOPERS RESPONSIBLE FOR WATER AND SEWER USAGE--
WHEN**

Residential builders shall sign up for water service at the time of purchase of the building permit. A ~~seventy five~~ **one hundred** dollar (~~\$75.00~~**\$100.00**) deposit will be paid at that time. When the residence is sold, the builder will be billed for all water used as per the meter and a one (1) month charge base sewer rate. The final bill will be deducted from the deposit with the builder responsible for any overage.

SECTION 705.070: BILLS--WHEN DUE--DELINQUENT PAYMENTS-- DISCONNECTION

- A. After the meters have been read, the City Finance Department shall as soon thereafter as is reasonable and before the twenty-fifth (25th) day of the month send to each user a written statement stating the amount of water used and the charge therefore as of the last meter reading date. Thereafter, all bills shall be due and payable at the City Hall on or before the tenth (10th) day of the month following the use of the water. **If any customer of the Willard Water System does not agree with the billing they receive, they must contact City Hall by the tenth (10th) day of the following month. At that time, their account will be reviewed and the appropriate steps taken.** All bills which are not paid in full by the due date shall be considered delinquent. ~~On the day after the due date a past due notice shall be sent to each delinquent customer giving them ten (10) days to pay in full. After the ten (10) day period, all delinquent customers will be subject to disconnection.~~
- B. Any bills not paid in full by the twenty-eighth (28th) day of each month shall be subject to disconnect. No disconnect will be done on amounts due less than twenty-five dollars (\$25.00). Notice shall be given of the disconnect day on each monthly bill and no further notice shall be given. If the customer desires to make arrangements to pay their bill at an alternative time, they must go to City Hall to complete a payment arrangement form.**
- BC.** After a user has been disconnected by reason of delinquent water bills, a fee of fifty dollars (\$50.00) and all past due bills shall be paid before the water service is restored. If said water user is also connected with the wastewater treatment facility, the fee shall be fifty dollars (\$50.00). If necessary to remove the meter, the reconnect fee will be one hundred dollars (\$100.00). Water service shall be restored by the end of the next business day after full payment has been made for penalties and all outstanding amounts due.

SECTION 705.090: CONNECTION TO SYSTEM—FEES

- A. No connections with a water main shall be made by any person other than a City employee. All such connections shall be made by or under the supervision of the ~~Superintendent~~ **Public Works Director**. Applications for such connections must be made to the City Clerk.
- B. No fee shall be paid for the connection, as each new owner of a site where there has not previously been a water meter installed shall pay to the City the costs for the meter. Fees for the installation of said meter shall be paid according to the schedule established below. The cost for the meter and the cost of installation shall be paid prior to obtaining water service.

Meter Size	Fee
¾ inch	\$ 650.00 \$1,000.00
1 inch	\$ 900.00 \$1,200.00
2 inches	\$2,000.00 \$2,500.00
3 inches	\$3,000.00 \$3,500.00

These charges shall be for installation of the meter pit and all necessary hardware, including the appropriate meter size. For all other meter installations, limited to meter installation only, the charge will be ~~four hundred fifty~~ **six hundred fifty** dollars (~~\$450.00~~ **\$650.00**).

SECTION 705.100: APPLICATION FOR WATER SERVICE—DEPOSIT—AUTHORITY OF CITY TREASURER

- A. Application to have water turned on shall be made in writing to the Utility Clerk and shall contain an agreement by the applicant to abide by and accept all of the provisions of this Article as conditions governing the use of the City water supply by the applicant.

A deposit of ~~seventy-five~~ **one hundred** dollars (~~\$75.00~~ **\$100.00**) for business and non-business use shall be paid with each such application. This sum shall be retained by the City, to ensure payment of all bills, for a one (1) year term. If all bills have been timely paid for a period of one (1) year, the applicant may request a review of his/her payment history in order to have the deposit credited against the depositor's future bills.

- B. The Treasurer of the City of Willard is hereby authorized to apply any deposits now held or hereafter paid for water connection to water bills due or hereafter coming due from any individual or business that have timely paid all sums as due for water bills for the next preceding twelve (12) months.

Should an individual or business fail to timely pay a water bill or bills, then the deposit held may be applied against the sums then due or coming due, until such time as said deposit is used in its entirety.

SECTION 705.120: PROHIBITED USE OF WATER FROM SYSTEM UNLESS METERED

- A. It is hereby declared unlawful and an offense for any person or persons to knowingly use water from the said municipal system unless said water is metered as provided herein.
- B. No water from the City water supply shall be turned on for service into any premises by any person but the ~~Superintendent~~ **Director** of Public Works or some person authorized by him/her to perform this service, except in case of emergency.

BILL NO. _____

ORDINANCE NO. C

- C. No person shall attach a device to a water line to receive water without benefit of a meter installed by the City. Also, no person shall damage or destroy City-owned property such as the water meter or the electronic radio transmitter. Such will be a direct violation of this Article and will be subject to a citation and a fine defined in Section 705.180.

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 13 DAY OF August, 2010.

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO
_____ RICHARD SIMPSON	_____	_____
_____ DOUG JOHNSON	_____	_____
_____ PAT LLOYD	_____	_____
_____ DAVID HEMPHILL	_____	_____
_____ TIM MAGEE	_____	_____
_____ BRYAN VINCENT	_____	_____

APPROVED BY:

JAMIE SCHOOLCRAFT, MAYOR

ATTEST:

DALE DUVALL, CITY CLERK