CITY OF WILLARD

BOARD OF ALDERMEN MEETING

AUGUST 24, 2009

7:00 P.M.

BOARD MEMBERS:

RICHARD SIMPSON

PAT LLOYD

DOUG JOHNSON

PAUL HOOD

LOUIE AMODEO

BRYAN VINCENT

MAYOR:

JAMIE SCHOOLCRAFT

CITY OF WILLARD
BOARD OF ALDERMEN
August 24, 2009
7:00 P.M.

Notice posted on August 21, 2009.

Notice is hereby given that the City of Willard, Board of Aldermen will conduct a meeting at 7:00 p.m., August 24, 2009, at Willard City Hall, 224 W. Jackson, Willard, Missouri.

The tentative agenda of this meeting includes:

PUBLIC HEARING TO CONSIDER THE PROPERTY TAX LEVY FOR 2009, GENERAL FUND TAX LEVY IS 0.3941 & PARK TAX LEVY IS 0.1206

Call the meeting to order

1. Roll Call
2. Agenda Amendments/Approval of agenda
3. Approve the minutes:
   a. Regular meeting on August 10, 2009
4. Citizen Input *(5 minute limit per person)*
5. Financial Statements
6. Approval for payment to Hunter-Chase for the sidewalk project
7. Recycling Center
8. New Cell Phone Policy → Click it or Ticket Contract
9. ORDINANCE TO ACCEPT THE NEW CODE OF ETHICS.(1ST READING)
10. ORDINANCE TO ACCEPT THE TAX LEVY FOR 2009.(1ST AND 2ND READING)
11. Old Business
12. Closed Session (Chapter 610.021 #3- Personnel)
13. REOPEN MEETING
14. ADJOURN MEETING

THE TENTATIVE AGENDA OF THIS MEETING ALSO INCLUDES A VOTE TO CLOSE PART OF THE MEETING PURSUANT TO CHAPTER 610.021 (3) 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 or Kate Gould
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
AUGUST 10, 2009
7:00 P.M.

Board present: Mayor, Jamie Schoolcraft; Aldermen Pat Lloyd; Aldermen Paul Hood; Aldermen Louie Amodeo; Aldermen Bryan Vincent. Aldermen Richard Simpson and Aldermen Doug Johnson were not present.

Staff in attendance: City Clerk, Dale Duvall; Deputy City Clerk, Kate Gould; CFO, Karen Robson; Director of Development, Randy Brown; Tami Cobb, Head Cashier; Emergency Management Director, Stacy Winters; Interim Director of Public Works, Justin Reeves; Director of Parks and Recreation, Kevin Mc Donald; Chief of Police, Tom McClain; P&Z Vice-Chairman, Lucille Murray; City Attorney, Paul Link; and Police Officer Bill Lingenfiesler.

Guests: Lisa Officer, Dale Hamilton, Mrs. Hamilton, Rick Steinberg, Lucille Murray, Roscoe Killingsworth and Lin Schneider with the Cross Country Times newspaper.

Mayor Jamie Schoolcraft asked Boy Scout Dale Hamilton to lead the Pledge of Allegiance.

Special Recognition
Mayor Jamie Schoolcraft presented a Special Recognition plaque to Boy Scout, Dale Hamilton for the building of the signs at Jackson Street Park.

Mayor Schoolcraft called the meeting to order.

Roll Call
City Clerk, Dale Duvall called roll call-Aldermen Richard Simpson----; Aldermen Doug Johnson------; Aldermen Pat Lloyd-present; Mayor Schoolcraft-present; Aldermen Paul Hood-present; Aldermen Louie Amodeo-present; Aldermen Bryan Vincent-present.

Agenda Amendments/Approval of Agenda
Motion made by Aldermen Vincent with second by Aldermen Lloyd to approve the agenda. Aldermen Lloyd-I; Aldermen Hood-I; Aldermen Amodeo-I; Aldermen Vincent-I. All votes aye. Motion carried.

Minutes 07/27/09
Motion made by Aldermen Hood with second by Aldermen Vincent to approve the minutes of the regular meeting on July 27, 2009. Aldermen Lloyd-Abstained; Aldermen Hood-I; Aldermen Amodeo-I; Aldermen Vincent-I. Three votes aye. One vote abstained. Motion carried.

Minutes 07/31/09
Motion made by Aldermen Lloyd with second by Aldermen Hood to approve the minutes of the special meeting on July 31, 2009. Aldermen Lloyd-I; Aldermen Hood-I; Aldermen Amodeo-I; Aldermen Vincent-I. All votes aye. Motion carried.

Citizens Input
There was no citizen input.

2009 Audit
Lisa Officer discussed the audit with the Board. The internal control procedures were discussed and Karen Robson stated that the new procedures ordinance had been recently passed and that they were currently being implemented. Mayor Schoolcraft stated that by the end of 2009 the city's purchasing and receiving department will more centralized. Aldermen Lloyd asked about the lack of formal investment policies and asked rhetorically if it would not be appropriate that the city adopt a policy. Lisa Officer stated yes and Aldermen Lloyd asked the other Aldermen to hold that thought.

Financial Report
Karen Robson informed the Board that she has been researching some investment policies and stated that she would bring it to the Board when she has more information. Karen Robosn commended Kate Gould on the work the she has done on the 2009 Citizens Budget Guide. Aldermen Lloyd agreed and thanked Mayor Schoolcraft and Karen Robson as well.
Financial Statements: **Motion** made by Aldermen Vincent with second by Aldermen Lloyd to approve the outstanding bills. Aldermen Lloyd-I; Aldermen Hood-I; Aldermen Amodeo-I; Aldermen Vincent-I. All votes aye. Motion carried.

Police Department Report
Chief McClain stated that there was a slight oversight on his part in planning for Officer Rackley to attend the DARE training in Jefferson City this year. The budget had been amended and the monies needed for the class were not in the amended budget, therefore he was withdrawing the request for approval. The Chief also stated that the Police Department had received a grant for hazardous moving violations for $4700, that is to be used for officer overtime only.

Emergency Management Report
Stacy Winters reported that all of the sirens are working. The city received some information on the guidelines on the Pre-Disaster Mitigation and Hazard Mitigation grant program. The city will then have two grant applications for the storm shelter. He has been working on the Mitigation plan with Greene County. The emergency operations plan has been updated and approved by SEMA. Stacy informed the Board that he is working on a disaster tabletop exercise for the department heads and the Board. Stacy also asked the Aldermen to get their 700 A tests done for SEMA.

Development Report
Randy Brown spoke about Rocco's Pizza opening last week. He stated that Terry Whaley, President of the Greenways Trail, is allowing Rocco's to use their space for overflow parking. Randy also told the Board that Terry will be coming to meet with him in the next couple weeks to discuss the downtown area and ideas to spruce up the area and add more parking. Aldermen Lloyd stated that the Drury Park Plan that was completed contains a component regarding downtown parking.

Randy spoke about the new nuisance violation and stated that a few tickets have been issued and several letters have been written. Randy gave kudos to Justin Reaves for getting the nuisance violations abated so quickly.

Randy told the Council that Taco Bell is scheduled to open on 8/13/09 and the ribbon cutting will be on 8/14/09. Randy also told the Board that the City spent an extra $700.00 to expand the turn area of Miller onto E. Walnut Lane where Taco Bell and St. Johns are located. Randy stated that we should have final approval on the Hwy Z sidewalk project and that bids should go out in the next couple of weeks.

Public Works Report
Justin Reaves told the Board that all 27 manhole covers going from the Meadows to Villa Park. have been raised and filled, however there is one manhole in a field that they still needed to locate to complete the project. Justin stated that the city is now ready for Ace Pipe to come out and start working on the project recently approved by the Aldermen.

Justin stated that several water leaks have been fixed lately and clean up of detention areas in violation of the nuisance ordinance has been done. He thanked everyone for helping him with the transition to Interim Public Works Director over the last week. Mayor Schoolcraft thanked him for stepping up.

Parks and Recreation Report
Kevin told the Board that the new program guides are out and he thanked Kate for her work on them. He stated that the silent auction for the new playground is going to be extended to try to raise more money. The Park has been working with Kelly Miller Circus to get that ready for October. Kevin stated that childcare at the recreation center starts on 8/18/09, dance classes start soon, summer camp ends on 8/14/09, and the aquatic center is going to limited hours on the week of 8/17/09 due to school starting.

Community Relations Report
Kate stated that she has been working on the program guide for the park as well as the 2009 budget guide. She is placing an insert in the utility bills so that residents are aware of the budget report and that it is available at city hall and online.

Reappointment of Board Members to Utility Board
Mayor Schoolcraft stated that he would like to reappoint James Rekus and Kelly Turner to the utility board for two year terms.
Motion made by Aldermen Vincent with a second by Aldermen Hood to accept the reappointments. Aldermen Lloyd-I; Aldermen Hood-I; Aldermen Amodeo-I; Aldermen Vincent-I. All votes aye. Motion carried.

Ordinance Accepting E. Walnut Lane as a Public Street

BILL NO. 09-20 **ORDINANCE NO. 090810**

AN ORDINANCE APPROVING THE ACCEPTANCE OF THE GRANT OF OWNERSHIP OF A PRIVATE ROAD KNOWN AS E. WALNUT LANE AS A PUBLIC STREET BY THE CITY OF WILLARD.

The Mayor stated that this is the street that the new Taco Bell is located on. Aldermen Amodeo asked if the city was satisfied the dirt work would be completed. Mayor Schoolcraft stated that the rain had caused a delay but that the work would be completed.

First reading was conducted by City Clerk, Dale Duvall.
Motion made by Aldermen Vincent with second by Aldermen Amodeo to approve the first read. Aldermen Lloyd-I; Aldermen Hood-I; Aldermen Amodeo-I; Aldermen Vincent-I. All votes aye. Motion carried.

Second read was conducted by City Clerk, Dale Duvall.
Motion made by Aldermen Lloyd with second by Aldermen Hood to approve the second read. Aldermen Lloyd-I; Aldermen Hood-I; Aldermen Amodeo-I; Aldermen Vincent-I. All votes aye. Motion carried.

Public Hearing

PUBLIC HEARING TO CONSIDER THE PROPERTY TAX LEVY FOR 2009, GENERAL FUND TAX LEVY IS 0.3529 AND PARK TAX LEVY IS 0.1080.

Mayor Schoolcraft stated that one public hearing would be held at this meeting and that another public hearing and the first and second reading of the ordinance will be held at the next meeting.

Attorney Link opened the Public Hearing for comment. No comments were made, and Attorney Link closed the Public Hearing.

Old Business

Attorney Link stated that he has been speaking with Richard Perrion from T-Mobile about the issue of placing the cell tower at the Recreation Center. Mr. Link stated that T-Mobile has agreed to shut it down immediately if there is any need due to 911 service or any other public safety agencies. Mr. Link informed the Board that Mr. Perrion wants to speak with the Planning and Zoning in September.

The Mayor stated that Legends Restaurant will be opening on September 7th. The Mayor also stated that we have a lot of growth occurring in the city currently and that the city is looking at doing our own commercial inspections instead of bringing in Greene County to do the inspections.

Mayor Jamie Schoolcraft stated that the board would be going into closed session to discuss Chapter 610.021 #1-Legal and #2-Real Estate and #3 Personnel.

Motion made by Aldermen Amodeo with second by Aldermen Lloyd to close the open session and open the executive session. Aldermen Lloyd-I; Aldermen Hood-I; Aldermen Amodeo-I; Aldermen Vincent-I. All votes aye. Motion carried.

Motion made by Aldermen Lloyd and seconded by Aldermen Vincent to close the executive session, open the open session, and adjourn.; Aldermen Lloyd-I; Aldermen Hood-I; Aldermen Amodeo-I; Aldermen Vincent-I. All votes aye. Motion carried.

Meeting Adjourned.

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Dale Duvall, City Clerk

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Jamie Schoolcraft, Mayor of Willard

CITY OF WILLARD
BALANCE SHEET
GENERAL FUND
July 31, 2009

ASSETS

CURRENT ASSETS

CASH IN BANK - CHECKING	$ 25,395.78	
CASH IN BANK- MID-MISSOURI BANK	19,352.43	
CASH IN BANK - CD'S	71,084.85	
CASH IN BANK - COURT	76.50	
CASH IN BANK - JIS	1,562.04	
CASH IN REPURCHASE AGREEMENT	38,500.91	
TAXES RECEIVABLE	128,908.41	
PETTY CASH	200.00	
DUE FROM WATER/SEWER FUND	-17,474.13	
DUE FROM RECREATION FUND	95,677.25	
TOTAL ASSETS		$ 363,284.04

LIABILITIES AND EQUITY

LIABILITIES

PAYROLL TAXES PAYABLE	$ .00	
COURT TRAINING ESCROW	313.73	
ESCROW ACCOUNT	5,891.49	
DUE TO RECREATION FUND	4,072.41	
TOTAL LIABILITIES		$ 10,277.63

EQUITY

FUND BALANCE	$ 359,975.66	
NET INCOME -LOSS	-6,969.25	
TOTAL FUND EQUITY		$ 353,006.41
TOTAL LIABILITIES AND EQUITY		$ 363,284.04

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 7 month period ended July 31, 2009

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
REVENUES							
ASSET SALES	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 0.00
BUILDING PERMITS	2000.00	0.00	166.67	0.00	1166.69	-1166.69	-2000.00
CABLE TV FRANCHISE FEES	17200.00	3694.14	1433.33	20931.96	10033.31	10898.65	3731.96
COMMUNITY BUILDING RENTS	0.00	0.00	0.00	-80.00	0.00	-80.00	-80.00
COUNTY ROAD AND BRIDGE TA	25500.00	0.00	2125.00	25504.26	14875.00	10629.26	4.26
ELECTRIC FRANCHISE FEES	162000.00	16584.37	13500.00	97490.23	94500.00	2990.23	-64509.77
FINANCIAL INSTITUTION TAX	100.00	0.00	8.33	10.65	58.31	-47.66	-89.35
GAS FRANCHISE FEES	65000.00	1637.70	5416.67	34880.71	37916.69	-3035.98	-30119.29
GRANT REVENUES	75000.00	543.36	6250.00	62720.09	43750.00	18970.09	-12279.91
INTEREST INCOME	3500.00	30.02	291.67	1757.89	2041.69	-283.80	-1742.11
LAW ENFORCEMENT SALES TAX	55785.00	1979.00	4648.75	45890.00	32541.25	13348.75	-9895.00
MERCHANTS LICENSES	2000.00	87.50	166.67	1957.50	1166.69	790.81	-42.50
MISCELLANEOUS	130000.00	24591.35	10833.33	152425.34	75833.31	76592.03	22425.34
MOBILE PHONE LEASE FEES	53000.00	2910.00	4416.67	33222.00	30916.69	2305.31	-19778.00
MOTOR VEHICLE TAXES	115000.00	10050.28	9583.33	67343.79	67083.31	260.48	-47656.21
PLANNING AND ZONING	14000.00	553.50	1166.67	8124.50	8166.69	-42.19	-5875.50
REAL ESTATE TAXES	170000.00	5171.08	14166.67	167326.88	99166.69	68160.19	-2673.12
SALES & USE TAX REVENUES	380000.00	32838.32	31666.67	215355.82	221666.69	-6310.87	-164644.18
SALES TAX - CAP IMP	155000.00	14278.55	12916.67	88561.21	90416.69	-1855.48	-66438.79
STATE LET ACCOUNT	500.00	0.00	41.67	0.00	291.69	-291.69	-500.00
TRAFFIC COURT FINES	65000.00	1582.65	5416.67	37188.40	37916.69	-728.29	-27811.60
TRANSFERS IN -OUT	-85000.00	0.00	-7083.33	-85000.00	-49583.31	-35416.69	0.00
TOTAL REVENUES	$ 1405585.00	$ 116531.82	$ 117132.11	$ 975611.23	$ 819924.77	$ 155686.46	$ -429973.77
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, 2009

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
GENERAL CITY GOVERNMENT:							
ADVERTISING	$ 1500.00	$ 68.46	$ 125.00	$ 827.46	$ 875.00	$ 47.54	$ 672.54
AUDIT FEE	2200.00	0.00	183.33	2149.92	1283.31	-866.61	50.08
CAPITAL ASSET EXPENDITURE	15000.00	174.83	1250.00	9757.27	8750.00	-1007.27	5242.73
CONTRACT LABOR	1800.00	300.00	150.00	600.00	1050.00	450.00	1200.00
DUES AND SUBSCRIPTIONS	1600.00	1555.14	133.33	3024.31	933.31	-2091.00	-1424.31
ELECTION EXPENSE	4500.00	432.62	375.00	4889.69	2625.00	-2264.69	-389.69
ENGINEERING EXPENSE	500.00	0.00	41.67	0.00	291.69	291.69	500.00
GROUP INSURANCE	20000.00	1997.07	1666.67	12933.27	11666.69	-1266.58	7066.73
INSURANCE	2500.00	1366.20	208.33	18398.91	1458.31	-16940.60	-15898.91
LEGAL	45000.00	3293.50	3750.00	30936.28	26250.00	-4686.28	14063.72
PROFESSIONAL (GCG)	5000.00	510.96	416.67	3453.35	2916.69	-536.66	1546.65
MISCELLANEOUS EXPENSE	0.00	400.00	0.00	318.00	0.00	-318.00	-318.00
OFFICE SUPPLIES	12000.00	416.97	1000.00	6588.53	7000.00	411.47	5411.47
PAYROLL TAXES	4590.00	353.08	382.50	2648.10	2677.50	29.40	1941.90
REPAIRS AND MAINTENANCE	1500.00	0.00	125.00	721.37	875.00	153.63	778.63
RETIREMENT PLAN	5500.00	1038.59	458.33	6475.67	3208.31	-3267.36	-975.67
SALARIES	60000.00	4615.38	5000.00	34615.35	35000.00	384.65	25384.65
SUPPLIES	6000.00	808.34	500.00	3165.12	3500.00	334.88	2834.88
TELEPHONE	7000.00	641.10	583.33	4452.37	4083.31	-369.06	2547.63
TRAVEL AND TRAINING	2500.00	209.00	208.33	1575.20	1458.31	-116.89	924.80
UTILITIES-ELECTRIC (GCG)	3500.00	438.99	291.67	2148.39	2041.69	-106.70	1351.61
UTILITIES-GAS (GCG)	2500.00	21.27	208.33	2032.99	1458.31	-574.68	467.01
UTILITIES-OTHER (GCG)	1000.00	71.78	83.33	491.67	583.31	91.64	508.33
VEHICLE EXPENSES-GAS	1000.00	0.00	83.33	41.67	583.31	541.64	958.33
VEHICLE EXPENSE-OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL GENERAL CITY EXPE	$ 206690.00	$ 18713.28	$ 17224.15	$ 152244.89	$ 120569.05	$ -31675.84	$ 54445.11

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 7 month period ended July 31, 2009

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
LAW AND PUBLIC SAFETY:							
ADVERTISING	$ 100.00	$ 0.00	$ 8.33	$ 99.00	$ 58.31	$ -40.69	$ 1.00
BUILDING MAINTENANCE (LAW	250.00	19.92	20.83	19.92	145.81	125.89	230.08
CAPITAL ASSET EXPENDITURE	41300.00	174.83	3441.67	41468.19	24091.69	-17376.50	-168.19
CONTRACT LABOR	100.00	105.00	8.33	185.00	58.31	-126.69	-85.00
CVC FEES PAID	5000.00	1485.77	416.67	4492.93	2916.69	-1576.24	507.07
DARE	2100.00	0.00	175.00	2015.96	1225.00	-790.96	84.04
DUES AND SUBSCRIPTIONS	1500.00	0.00	125.00	1441.67	875.00	-566.67	58.33
GROUP INSURANCE	48000.00	4007.13	4000.00	28617.10	28000.00	-617.10	19382.90
INSURANCE	18000.00	58.00	1500.00	17942.02	10500.00	-7442.02	57.98
INTEREST EXPENSE (LAW)	4850.00	2250.00	404.17	4848.47	2829.19	-2019.28	1.53
LEASE PAYMENTS (LAW)	28000.00	14000.00	2333.33	28000.00	16333.31	-11666.69	0.00
LEGAL AND PROFESSIONAL	27500.00	2546.25	2291.67	18598.20	16041.69	-2556.51	8901.80
PROFESSIONAL (LAW)	10000.00	226.78	833.33	7359.58	5833.31	-1526.27	2640.42
MISCELLANEOUS EXPENSE	0.00	-400.00	0.00	-270.00	0.00	270.00	270.00
OFFICE EXPENSE (LAW)	5000.00	522.83	416.67	4364.76	2916.69	-1448.07	635.24
PAYROLL TAXES	31000.00	2461.85	2583.33	18116.72	18083.31	-33.41	12883.28
POST FUND	500.00	106.64	41.67	383.37	291.69	-91.68	116.63
REPAIRS AND MAINTENANCE	3000.00	125.95	250.00	1266.93	1750.00	483.07	1733.07
RETIREMENT PLAN	15000.00	2502.96	1250.00	9456.16	8750.00	-706.16	5543.84
SALARIES	402000.00	32183.63	33500.00	231868.60	234500.00	2631.40	170131.40
SALARIES-OVERTIME	5000.00	0.00	416.67	4952.65	2916.69	-2035.96	47.35
SPECIAL EVENT EXPENSE	315.00	0.00	26.25	315.00	183.75	-131.25	0.00
SUPPLIES	9000.00	237.35	750.00	5150.81	5250.00	99.19	3849.19
TELEPHONE	8000.00	493.67	666.67	4695.06	4666.69	-28.37	3304.94
TRAVEL AND TRAINING	2000.00	20.00	166.67	1692.48	1166.69	-525.79	307.52
UNIFORMS	6500.00	6500.00	541.67	6500.00	3791.69	-2708.31	0.00
UTILITIES-ELECTRIC (LAW)	2800.00	357.33	233.33	1712.93	1633.31	-79.62	1087.07
UTILITIES-GAS (LAW)	3500.00	0.00	291.67	1940.77	2041.69	100.92	1559.23
UTILITIES-OTHER (LAW)	1500.00	32.06	125.00	709.84	875.00	165.16	790.16
VEHICLE EXPENSES-GAS	20000.00	2898.03	1666.67	12051.74	11666.69	-385.05	7948.26
VEHICLE EXPENSE-OTHER	12000.00	689.05	1000.00	6439.58	7000.00	560.42	5560.42
TOTAL LAW AND SAFETY EX	$ 713815.00	$ 73605.03	$ 59484.60	$ 466435.44	$ 416392.20	$ -50043.24	$ 247379.56

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 7 month period ended July 31, 2009

	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	38000.00	0.00	3166.67	64890.72	22166.69	-42724.03	-26890.72
CONTRACT LABOR	500.00	0.00	41.67	1350.00	291.69	-1058.31	-850.00
GROUP INSURANCE	10000.00	826.54	833.33	4914.91	5833.31	918.40	5085.09
INSURANCE	8500.00	0.00	708.33	514.00	4958.31	4444.31	7986.00
MISCELLANEOUS EXPENSE	1000.00	2710.18	83.33	147040.99	583.31	-146457.68	-146040.99
PAVING	30000.00	590.00	2500.00	3850.22	17500.00	13649.78	26149.78
PAYROLL TAXES	2754.00	211.84	229.50	1674.43	1606.50	-67.93	1079.57
REPAIRS AND MAINTENANCE	2000.00	0.00	166.67	0.00	1166.69	1166.69	2000.00
RETIREMENT PLAN	1900.00	-455.86	158.33	-5359.99	1108.31	6468.30	7259.99
SALARIES	36000.00	2769.24	3000.00	20769.30	21000.00	230.70	15230.70
SALARIES-OVERTIME	0.00	0.00	0.00	1119.23	0.00	-1119.23	-1119.23
STORM WATER IMPROVEMENTS	15000.00	0.00	1250.00	0.00	8750.00	8750.00	15000.00
STREET LIGHTS	53000.00	4174.18	4416.67	29159.32	30916.69	1757.37	23840.68
SUPPLIES	20000.00	189.41	1666.67	14623.20	11666.69	-2956.51	5376.80
TRAVEL AND TRAINING	0.00	0.00	0.00	91.00	0.00	-91.00	-91.00
TREE MAINTENANCE (ST)	7000.00	0.00	583.33	667.49	4083.31	3415.82	6332.51
UTILITIES-ELECTRIC (ST)	2000.00	168.31	166.67	1049.90	1166.69	116.79	950.10
UTILITIES-GAS (ST)	3000.00	24.20	250.00	1402.73	1750.00	347.27	1597.27
UTILITIES-OTHER (ST)	3300.00	862.48	275.00	3168.25	1925.00	-1243.25	131.75
VEHICLE EXPENSES-GAS	10000.00	1821.35	833.33	4063.47	5833.31	1769.84	5936.53
VEHICLE EXPENSE-OTHER	8500.00	999.14	708.33	3777.28	4958.31	1181.03	4722.72
TOTAL STREET EXPENSES	$ 252454.00	$ 14891.01	$ 21037.83	$ 298766.45	$ 147264.81	$ -151501.64	$ -46312.45

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
GENERAL FUND
For the 7 month period ended July 31, 2009

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
PLANNING & DEVELOPMENT							
CAPITAL ASSET EXPENDITURE	1000.00	0.00	83.33	0.00	583.31	583.31	1000.00
CONTRACT LABOR (P&D)	0.00	0.00	0.00	751.00	0.00	-751.00	-751.00
DUES & SUBSCRIPTIONS (P&D	500.00	0.00	41.67	-18.46	291.69	310.15	518.46
GROUP INSURANCE (P&D)	8700.00	411.78	725.00	4573.95	5075.00	501.05	4126.05
LEGAL (P&D)	0.00	294.00	0.00	294.00	0.00	-294.00	-294.00
PROFESSIONAL	4000.00	0.00	333.33	1333.50	2333.31	999.81	2666.50
OFFICE SUPPLIES (P&D)	1000.00	0.00	83.33	330.15	583.31	253.16	669.85
PAYROLL TAXES (P&D)	5750.00	275.20	479.17	2117.67	3354.19	1236.52	3632.33
REPAIRS/MAINTENANCE (P&D)	1000.00	0.00	83.33	9.68	583.31	573.63	990.32
RETIREMENT (P&D)	4200.00	419.11	350.00	2765.92	2450.00	-315.92	1434.08
SALARIES (P&D)	48500.00	3597.50	4041.67	27681.45	28291.69	610.24	20818.55
STORMWATER/PLANNING	7500.00	7505.10	625.00	8152.24	4375.00	-3777.24	-652.24
TELEPHONE (P&D)	1200.00	115.36	100.00	934.10	700.00	-234.10	265.90
TRAVEL & TRAINING (P&D)	1000.00	0.00	83.33	0.00	583.31	583.31	1000.00
VEHICLE EXPENSE-GAS	1500.00	0.00	125.00	0.00	875.00	875.00	1500.00
VEHICLE EXPENSE-OTHER	1000.00	0.00	83.33	0.00	583.31	583.31	1000.00
TOTAL P & D EXPENSES	$ 86850.00	$ 12618.05	$ 7237.49	$ 48925.20	$ 50662.43	$ 1737.23	$ 37924.80

	ANNUAL BUDGET	<--CURRENT BALANCE	--> BUDGET	<-- YEAR TO DATE BALANCE	--> BUDGET	<-- BUDGET TO DATE OVER/UNDER	--> UNEXPENDED
EMERGENCY MANAGEMENT							
CAPITAL ASSET EXPENDITURE	1000.00	0.00	83.33	0.00	583.31	583.31	1000.00
DUES & SUBSCRIPTIONS (EM)	500.00	0.00	41.67	15.00	291.69	276.69	485.00
GROUP INSURANCE (EM)	0.00	-5.45	0.00	122.65	0.00	-122.65	-122.65
INSURANCE (EM)	400.00	0.00	33.33	0.00	233.31	233.31	400.00
PROFESSIONAL (EM)	1000.00	0.00	83.33	497.50	583.31	85.81	502.50
OFFICE SUPPLIES (EM)	500.00	0.00	41.67	80.52	291.69	211.17	419.48
PAYROLL TAXES (EM)	1109.25	83.28	92.44	802.73	647.08	-155.65	306.52
SALARIES (EM)	14500.00	1088.57	1208.33	10493.98	8458.31	-2035.67	4006.02
SUPPLIES (EM)	2500.00	600.00	208.33	3332.29	1458.31	-1873.98	-832.29
TELEPHONE (EM)	750.00	104.11	62.50	843.83	437.50	-406.33	-93.83
TRAVEL & TRAINING (EM)	1500.00	0.00	125.00	20.00	875.00	855.00	1480.00
VEHICLE EXPENSE-GAS	750.00	0.00	62.50	0.00	437.50	437.50	750.00
VEHICLE EXPENSE-OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EMERGENCY MGMT EX	$ 24509.25	$ 1870.51	$ 2042.43	$ 16208.50	$ 14297.01	$ -1911.49	$ 8300.75
TOTAL EXPENDITURES	$ 1284318.25	$ 121697.88	$ 107026.50	$ 982580.48	$ 749185.50	$ -233394.98	$ 301737.77
NET INCOME -LOSS	$ 121266.75	$ -5166.06	$ 10105.61	$ -6969.25	$ 70739.27	$ -77708.52	$ -128236.00

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
WATER AND SEWER FUND
July 31, 2009

ASSETS

CURRENT ASSETS

CASH IN BANK - CHECKING	$ 39,947.87	
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	21,083.03	
CASH - REVENUE BOND ESCROW	50,219.53	
CASH - WATER PRINCIPAL AND INTEREST	212,537.06	
CASH IN REPURCHASE AGREEMENT	34,596.98	
CASH-WW/SS PRINCIPAL & INTEREST	175,651.51	
2005 CERTIFICATE FUND	1,052.14	
2005 RESERVE FUND	49,500.00	
2005 CONSTRUCTION FUND	243,924.60	
DUE FROM RECREATION FUND	53,000.00	
RETURNED CHECKS	265.82	
DEFERRED CHARGE-COI-2002 REFUNDING BONDS	22,050.47	
TOTAL CURRENT ASSETS		$ 1,066,749.01

FIXED ASSETS

LAND	$ 60,590.58	
EQUIPMENT	299,649.18	
SEWER SYSTEM	4,612,422.50	
ACCUMULATED DEPRECIATION	- 208,261.51	
WATER SYSTEM	2,354,664.71	
ACCUMULATED DEPRECIATION	-2,455,058.84	
NET FIXED ASSETS		$ 4,664,006.62
TOTAL ASSETS		$ 5,730,755.63

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
WATER AND SEWER FUND
July 31, 2009

LIABILITIES AND EQUITY

LIABILITIES

PAYROLL TAXES PAYABLE	$ .00	
SALES TAX PAYABLE	1,026.01	
MISSOURI PRIMACY TAX	370.80	
WATER POLLUTION SERVICE CONNECTION FEE	57.62	
CUSTOMER DEPOSITS	104,915.27	
AT&T CAPITAL LEASE	10,036.81	
DUE TO GENERAL FUND	-17,390.13	
DUE TO RECREATION FUND	6,509.00	
REVENUE BONDS PAYABLE	-65,000.00	
2005 REVENUE BONDS PAYABLE	470,000.00	
2003 REVENUE BONDS PAYABLE	310,000.00	
DEFERRED LOSS ON REFINANCING	-16,248.36	
TOTAL LIABILITIES		$ 804,277.02

EQUITY

CONT. CAPITAL - FED & STATE	$ .00	
RETAINED EARNINGS	5,452,741.72	
NET INCOME -LOSS	- 526,263.11	
TOTAL FUND EQUITY		$ 4,926,478.61
TOTAL LIABILITIES AND EQUITY		$ 5,730,755.63

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
WATER AND SEWER FUND
For the 7 month period ended July 31, 2009

	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
GRANT RECEIPTS	0.00	0.00	0.00	332907.00	0.00	332907.00	332907.00
INTEREST INCOME	27500.00	347.75	2291.67	2055.77	16041.69	-13985.92	-25444.23
METER INSTALLATIONS	22500.00	0.00	1875.00	4700.00	13125.00	-8425.00	-17800.00
MISCELLANEOUS INCOME	1000.00	0.00	83.33	100.00	583.31	-483.31	-900.00
PENALTY INCOME	19000.00	910.97	1583.33	11150.68	11083.31	67.37	-7849.32
TRASH INCOME	0.00	7650.00	0.00	35433.79	0.00	35433.79	35433.79
WATER SALES - COMMERCIAL	36000.00	2280.49	3000.00	18870.50	21000.00	-2129.50	-17129.50
WATER SALES - RESIDENTIAL	720000.00	54713.16	60000.00	398796.92	420000.00	-21203.08	-321203.08
TOTAL REVENUES	$ 826000.00	$ 65902.37	$ 68833.33	$ 804014.66	$ 481833.31	$ 322181.35	$ -21985.34
EXPENSES							
ADVERTISING	$ 750.00	$ 0.00	$ 62.50	$ 882.72	$ 437.50	$ -445.22	$ -132.72
AUDIT	2250.00	2742.00	187.50	5966.88	1312.50	-4654.38	-3716.88
CONTRACT LABOR	2500.00	0.00	208.33	2340.00	1458.31	-881.69	160.00
DEPRECIATION	92400.00	7577.71	7700.00	53043.97	53900.00	856.03	39356.03
DUES AND SUBSCRIPTIONS	750.00	0.00	62.50	105.67	437.50	331.83	644.33
EQUIPMENT	5000.00	0.00	416.67	0.00	2916.69	2916.69	5000.00
FISCAL AGENT FEES	1750.00	150.00	145.83	805.63	1020.81	215.18	944.37
GROUP INSURANCE	23000.00	1989.73	1916.67	12970.62	13416.69	446.07	10029.38
INSURANCE	11000.00	0.00	916.67	16428.28	6416.69	-10011.59	-5428.28
INTEREST EXPENSE	65129.00	31332.82	5427.42	62125.27	37991.94	-24133.33	3003.73
LEGAL AND PROFESSIONAL	5000.00	196.00	416.67	3359.00	2916.69	-442.31	1641.00
PROFESSIONAL (WATER)	25000.00	3890.95	2083.33	20349.57	14583.31	-5766.26	4650.43
MISCELLANEOUS EXPENSE	5000.00	85248.94	416.67	90626.07	2916.69	-87709.38	-85626.07
OFFICE SUPPLIES	8500.00	1841.88	708.33	10059.10	4958.31	-5100.79	-1559.10
PAYROLL TAXES	18000.00	1252.70	1500.00	11566.02	10500.00	-1066.02	6433.98
PROJECT SUPPLIES (WATER)	0.00	0.00	0.00	85821.46	0.00	-85821.46	-85821.46
REPAIRS AND MAINTENANCE	18000.00	9765.86	1500.00	43341.76	10500.00	-32841.76	-25341.76
RETIREMENT PLAN	12500.00	1271.26	1041.67	6513.71	7291.69	777.98	5986.29
SALARIES	225500.00	15925.93	18791.67	131849.47	131541.69	-307.78	93650.53
SALARIES-OVERTIME	4000.00	449.15	333.33	2320.07	2333.31	13.24	1679.93
SUPPLIES	18000.00	7863.33	1500.00	51731.08	10500.00	-41231.08	-33731.08
SUPPLIES - PROJECT	238000.00	6838.62	19833.33	355464.86	138833.31	-216631.55	-117464.86
TRASH EXPENSE	0.00	17379.83	0.00	40613.30	0.00	-40613.30	-40613.30
TRAVEL AND TRAINING	3000.00	189.00	250.00	1352.77	1750.00	397.23	1647.23
UTILITIES-ELECTRIC (WATER	48000.00	4694.85	4000.00	27087.36	28000.00	912.64	20912.64
UTILITIES-OTHER (WATER)	5000.00	235.25	416.67	2388.12	2916.69	528.57	2611.88
VEHICLE EXPENSES-GAS	17500.00	1747.35	1458.33	4807.53	10208.31	5400.78	12692.47
VEHICLE EXPENSE-OTHER	5000.00	826.43	416.67	1677.09	2916.69	1239.60	3322.91
TOTAL EXPENSES	$ 860529.00	$ 203409.59	$ 71710.76	$ 1045597.38	$ 501975.32	$ -543622.06	$ -185068.38
NET INCOME -LOSS	$ -34529.00	$ -137507.22	$ -2877.43	$ -241582.72	$ -20142.01	$ -221440.71	$ -207053.72

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
WATER AND SEWER FUND
For the 7 month period ended July 31, 2009

	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	150000.00	0.00	12500.00	0.00	87500.00	-87500.00	-150000.00
HOOK-UP FEES RECEIVED (SE	32500.00	0.00	2708.33	8754.23	18958.31	-10204.08	-23745.77
INTEREST INCOME	13000.00	144.06	1083.33	-97.94	7583.31	-7681.25	-13097.94
MISCELLANEOUS INCOME	1000.00	0.00	83.33	0.00	583.31	-583.31	-1000.00
PENALTY INCOME	28000.00	1524.85	2333.33	16805.49	16333.31	472.18	-11194.51
SEWER SALES	707000.00	58796.98	58916.67	433696.16	412416.69	21279.47	-273303.84
TOTAL REVENUES	$ 931500.00	$ 60465.89	$ 77624.99	$ 459157.94	$ 543374.93	$ -84216.99	$ -472342.06
EXPENSES							
ADVERTISING	$ 0.00	$ 36.00	$ 0.00	$ 326.72	$ 0.00	$ -326.72	$ -326.72
AUDIT	2250.00	2742.00	187.50	5966.88	1312.50	-4654.38	-3716.88
CONTRACT LABOR	2000.00	0.00	166.67	700.00	1166.69	466.69	1300.00
DEPRECIATION	135600.00	0.00	11300.00	66774.60	79100.00	12325.40	68825.40
DUES AND SUBSCRIPTIONS	750.00	0.00	62.50	105.67	437.50	331.83	644.33
EQUIPMENT	20000.00	0.00	1666.67	0.00	11666.69	11666.69	20000.00
FISCAL AGENT FEES	3000.00	150.00	250.00	1555.62	1750.00	194.38	1444.38
GROUP INSURANCE	20000.00	1989.72	1666.67	12970.60	11666.69	-1303.91	7029.40
HOOK-UP EXPENSE (SEWER)	15000.00	0.00	1250.00	1800.00	8750.00	6950.00	13200.00
INSURANCE	11000.00	0.00	916.67	16893.48	6416.69	-10476.79	-5893.48
INTEREST EXPENSE	81891.00	41201.98	6824.25	81969.45	47769.75	-34199.70	-78.45
LEGAL AND PROFESSIONAL	5000.00	298.00	416.67	3025.00	2916.69	-108.31	1975.00
PROFESSIONAL (SEWER)	15000.00	1497.55	1250.00	22016.13	8750.00	-13266.13	-7016.13
MISCELLANEOUS EXPENSE	5000.00	7908.30	416.67	12968.61	2916.69	-10051.92	-7968.61
OFFICE SUPPLIES	9000.00	1726.74	750.00	9861.57	5250.00	-4611.57	-861.57
PAYROLL TAXES	18000.00	1252.69	1500.00	8890.65	10500.00	1609.35	9109.35
REPAIRS AND MAINTENANCE	15000.00	0.00	1250.00	22174.94	8750.00	-13424.94	-7174.94
RETIREMENT PLAN	12500.00	1271.25	1041.67	6513.68	7291.69	778.01	5986.32
SALARIES	225500.00	15925.93	18791.67	131849.42	131541.69	-307.73	93650.58
SALARIES-OVERTIME	4000.00	449.15	333.33	1386.68	2333.31	946.63	2613.32
SPRINGFIELD SEWER CHARGES	228000.00	21423.79	19000.00	121664.64	133000.00	11335.36	106335.36
SUPPLIES	25000.00	18014.17	2083.33	38608.08	14583.31	-24024.77	-13608.08
SUPPLIES - PROJECT	150000.00	0.00	12500.00	0.00	87500.00	87500.00	150000.00
TRAVEL AND TRAINING	5000.00	0.00	416.67	1607.23	2916.69	1309.46	3392.77
UTILITIES-ELECTRIC (SEWER	40000.00	5340.43	3333.33	27909.10	23333.31	-4575.79	12090.90
UTILITIES-OTHER (SEWER)	8000.00	897.48	666.67	5476.10	4666.69	-809.41	2523.90
VEHICLE EXPENSE-GAS	15000.00	1368.36	1250.00	5627.28	8750.00	3122.72	9372.72
VEHICLE EXPENSE-OTHER	5000.00	0.00	416.67	2201.08	2916.69	715.61	2798.92
TOTAL EXPENSES	$ 1076491.00	$ 123493.54	$ 89707.61	$ 610843.21	$ 627953.27	$ 17110.06	$ 465647.79
NET INCOME -LOSS	$ -144991.00	$ -63027.65	$ -12082.62	$ -151685.27	$ -84578.34	$ -67106.93	$ -6694.27

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
PARK FUND
July 31, 2009

ASSETS

CURRENT ASSETS

CASH IN BANK - CHECKING	$ 27,505.73	
PARK FUND TDOA	4,091.92	
TAXES RECEIVABLE	39,169.30	
2003 COPS RESERVE	7.77	
PETTY CASH	1,000.00	
DUE FROM GENERAL FUND	4,072.41	
2006 COP FUND	62.59	
DUE FROM WATER/SEWER FUND	6,509.00	
PROJECT PLAYGROUND	- 859.00	
YOUTH SCHOLARSHIPS	-1,525.00	
FACILITY RENOVATION GRANTS	5,038.75	
TOTAL ASSETS		$ 74,995.97

LIABILITIES AND EQUITY

PAYROLL TAXES PAYABLE	$ .00	
DUE TO GENERAL FUND	95,677.25	
DUE TO WATER/SEWER FUND	53,000.00	
TOTAL LIABILITIES		$ 148,677.25
EQUITY		
FUND BALANCE	$ 178,083.36	
NET INCOME -LOSS	- 251,764.64	
TOTAL FUND EQUITY		$ -73,681.28
TOTAL LIABILITIES AND EQUITY		$ 74,995.97

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
PARK FUND
For the 7 month period ended July 31, 2009

	ANNUAL	<--CURRENT	-->	<-- YEAR TO DATE	-->	<-- BUDGET TO DATE	-->
	BUDGET	BALANCE	BUDGET	BALANCE	BUDGET	OVER/UNDER	UNEXPENDED
REVENUES							
ADULT PROGRAMS	$ 5000.00	$ -156.00	$ 416.67	$ 10327.00	$ 2916.69	$ 7410.31	$ 5327.00
ADVERTISING INCOME	12000.00	500.00	1000.00	16640.00	7000.00	9640.00	4640.00
CERTIFICATE OF PARTICIPAT	2600000.00	16595.50	216666.67	16595.50	1516666.69	-1500071.19	-2583404.50
COMMUNITY BUILDING	9000.00	0.00	750.00	0.00	5250.00	-5250.00	-9000.00
CONCESSION INCOME	37000.00	8978.28	3083.33	33950.94	21583.31	12367.63	-3049.06
FOURTH OF JULY	4000.00	1284.95	333.33	1600.95	2333.31	-732.36	-2399.05
INTEREST INCOME	9000.00	7.90	750.00	191.95	5250.00	-5058.05	-8808.05
MISCELLANEOUS INCOME	1000.00	36.94	83.33	7165.13	583.31	6581.82	6165.13
PARK FEES	12500.00	0.00	1041.67	1585.00	7291.69	-5706.69	-10915.00
REAL ESTATE TAXES	47500.00	0.00	3958.33	35754.14	27708.31	8045.83	-11745.86
FACILITY INCOME	18000.00	2342.50	1500.00	15283.00	10500.00	4783.00	-2717.00
SALES TAX	505000.00	37460.92	42083.33	231585.45	294583.31	-62997.86	-273414.55
SALES TAX - CAP IMP	85000.00	0.00	7083.33	0.00	49583.31	-49583.31	-85000.00
SWIM POOL INCOME	35500.00	20862.08	2958.33	90570.26	20708.31	69861.95	55070.26
TRANSFERS IN -OUT	0.00	0.00	0.00	85000.00	0.00	85000.00	85000.00
YOUTH PROGRAMS	180000.00	18247.03	15000.00	105447.95	105000.00	447.95	-74552.05
TOTAL REVENUES	$ 3560500.00	$ 106160.10	$ 296708.32	$ 651697.27	$ 2076958.24	$ -1425260.97	$ -2908802.73

UNAUDITED

CITY OF WILLARD
INCOME STATEMENT
PARK FUND
For the 7 month period ended July 31, 2009

	ANNUAL BUDGET	<--CURRENT BALANCE	BUDGET -->	<-- YEAR TO DATE BALANCE	BUDGET -->	<-- BUDGET TO DATE OVER/UNDER	UNEXPENDED -->
EXPENDITURES							
ADVERTISING	$ 1000.00	$ 0.00	$ 83.33	$ 5238.43	$ 583.31	$ -4655.12	$ -4238.43
BUILDING MAINTENANCE (PAR	7500.00	944.57	625.00	3484.26	4375.00	890.74	4015.74
CAPITAL ASSET EXPENDITURE	2600000.00	26977.52	216666.67	67552.65	1516666.69	1449114.04	2532447.35
CAPITAL ASSET EXP-GRANT	-30000.00	0.00	-2500.00	0.00	-17500.00	17500.00	30000.00
CHEMICALS	8500.00	12072.19	708.33	15116.39	4958.31	-10158.08	-6616.39
CONCESSIONS	18500.00	10606.55	1541.67	29964.55	10791.69	-19172.86	-11464.55
CONTRACT LABOR	9300.00	450.00	775.00	10215.32	5425.00	-4790.32	-915.32
DUES AND SUBSCRIPTIONS	500.00	59.95	41.67	165.61	291.69	126.08	334.39
EQUIPMENT-SPORTS (PARK)	4500.00	1116.74	375.00	1116.74	2625.00	1508.26	3383.26
FIREWORKS	5500.00	1766.91	458.33	8744.40	3208.31	-5536.09	-3244.40
FISCAL AGENT FEES	3000.00	750.00	250.00	4800.00	1750.00	-3050.00	-1800.00
GROUP INSURANCE	25000.00	3223.55	2083.33	15326.07	14583.31	-742.76	9673.93
INSURANCE	18000.00	2336.00	1500.00	11557.72	10500.00	-1057.72	6442.28
INTEREST EXPENSE	240400.00	0.00	20033.33	153538.52	140233.31	-13305.21	86861.48
LANDSCAPING	3500.00	0.00	291.67	144.28	2041.69	1897.41	3355.72
LEASE PAYMENTS	105000.00	0.00	8750.00	100000.00	61250.00	-38750.00	5000.00
LEGAL	1000.00	210.00	83.33	2156.00	583.31	-1572.69	-1156.00
PROFESSIONAL	7500.00	1511.75	625.00	7660.86	4375.00	-3285.86	-160.86
MISCELLANEOUS EXPENSE	1000.00	181.28	83.33	1201.28	583.31	-617.97	-201.28
OFFICE SUPPLIES	8500.00	1773.38	708.33	11429.40	4958.31	-6471.09	-2929.40
PAYROLL TAXES	24000.00	5359.71	2000.00	21867.69	14000.00	-7867.69	2132.31
REPAIRS AND MAINTENANCE	11500.00	1178.30	958.33	49124.73	6708.31	-42416.42	-37624.73
RETIREMENT PLAN	9700.00	1190.30	808.33	3489.56	5658.31	2168.75	6210.44
SALARIES	185000.00	14467.46	15416.67	111670.06	107916.69	-3753.37	73329.94
SALARIES-SEASONAL	125000.00	55088.51	10416.67	168697.53	72916.69	-95780.84	-43697.53
SALARIES-OVERTIME	0.00	504.55	0.00	5485.45	0.00	-5485.45	-5485.45
SUPPLIES-GENERAL (PARK)	14100.00	4309.36	1175.00	17614.37	8225.00	-9389.37	-3514.37
SUPPLIES-SPORTS (PARK)	11000.00	1940.64	916.67	13216.08	6416.69	-6799.39	-2216.08
SUPPLIES-AQUATIC (PARK)	3000.00	4268.33	250.00	10487.14	1750.00	-8737.14	-7487.14
SUPPLIES-SPECIAL ACTIVITY	5000.00	5649.22	416.67	11922.77	2916.69	-9006.08	-6922.77
SUPPLIES - GROUNDS	5000.00	67.51	416.67	98.89	2916.69	2817.80	4901.11
TELEPHONE	6400.00	778.66	533.33	5554.83	3733.31	-1821.52	845.17
TRAVEL AND TRAINING	5000.00	371.00	416.67	1442.50	2916.69	1474.19	3557.50
TURF MAINTENANCE	4000.00	350.00	333.33	1781.02	2333.31	552.29	2218.98
UTILITIES-ELECTRIC (PARK)	24000.00	6719.81	2000.00	20076.58	14000.00	-6076.58	3923.42
UTILITIES-GAS	8500.00	88.84	708.33	4755.00	4958.31	203.31	3745.00
UTILITIES-OTHER (PARK)	5000.00	211.94	416.67	1843.22	2916.69	1073.47	3156.78
VEHICLE EXPENSE-GAS	10000.00	185.14	833.33	2969.38	5833.31	2863.93	7030.62
VEHICLE EXPENSE-OTHER	2500.00	465.28	208.33	1952.63	1458.31	-494.32	547.37
TOTAL EXPENDITURES	$ 3556900.00	$ 167174.95	$ 296408.32	$ 903461.91	$ 2074858.24	$ 1171396.33	$ 2653438.09
NET INCOME -LOSS	$ 3600.00	$ -61014.85	$ 300.00	$ -251764.64	$ 2100.00	$ -253864.64	$ -255364.64

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
ACCOUNT GROUP
July 31, 2009

GENERAL FIXED ASSETS

ASSETS

FIXED ASSETS, UNDEPRECIATED	$ 3,132,701.57
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EQUITY

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

UNAUDITED

CITY OF WILLARD
BALANCE SHEET
ACCOUNT GROUP
July 31, 2009

GENERAL LONG-TERM DEBTS

ASSETS

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

LIABILITIES

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

UNAUDITED

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City Of Willard
Disbursements Journal
July 31, 2009

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
2033	7/31/09	CITY OF WILLARD	1 740	572.00		572.00
2034	7/31/09	CITY OF WILLARD	1 310	52.00		52.00
2035	7/31/09	VOID	1 740		.00	.00
2036	7/31/09	VOID	1 740		.00	.00
2037	7/31/09	VOID	1 740		.00	.00
2038	7/31/09	VOID	1 740		.00	.00
2039	7/31/09	MISSOURI DEPT OF REVENUE	1 1830	350.00		350.00
2040	7/31/09	MISSOURI DEPT OF REVENUE	1 1830	370.76		370.76
2041	7/31/09	TREASURER, STATE OF MISSOURI	1 1905	52.00		52.00
2042	7/31/09	CITY OF WILLARD	1 740	5,881.24		5,881.24
2043	7/31/09	M LAWRENCE	1 740	235.00		235.00
2044	7/31/09	W. UMBARGER	1 740	500.00		500.00
2045	7/31/09	TAD MORLAN	1 740	125.00		125.00
2046	7/31/09	S STIDHAM	1 740	20.00		20.00
2047	7/31/09	CITY OF WILLARD	1 690	510.00		510.00

City Of Willard
Disbursements Journal
July 31, 2009

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
2048	7/31/09	MISSOURI DEPT OF REVENUE	1 1830	375.45		375.45
2049	7/31/09	MISSOURI DEPT OF REVENUE	1 1830	389.56		389.56
2050	7/31/09	TREASURER, STATE OF MISSOURI	1 1905	54.64		54.64
2051	7/31/09	CITY OF WILLARD	1 740	6,405.35		6,405.35
7231	7/31/09	NEAL SUPITILOR	2 390	75.00		75.00
7232	7/31/09	GREENE COUNTY, MISSOURI	2 1880	1,915.80		1,915.80
7233	7/31/09	DAMON SPRAGUE	2 390	75.00		75.00
7234	7/31/09	MARY BETH HURD	2 370		-.27	
			2 390	75.00		
			2 780		-12.00	
			2 1735		-15.98	46.75
7235	7/31/09	SPFD-GREENE COUNTY HEALTH DEPT	2 876	140.00		140.00
7236	7/31/09	WESTSIDE PUBLIC HEATH CENTER	2 876	60.00		
			2 1876	60.00		120.00
7237	7/31/09	CITY OF SPRINGFIELD	2 1930	21,423.79		21,423.79
7238	7/31/09	RICK HOUSE	2 959	30.00		30.00
7239	7/31/09	JUSTIN REAVES	2 1959	30.00		30.00

City Of Willard
Disbursements Journal
July 31, 2009

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
7240	7/31/09	DAVID BLAKEMORE	2 1959	30.00		
						30.00
7241	7/31/09	THOMAS STEEL WORKS	2 1935	2,030.00		
						2,030.00
7242	7/31/09	MISSOURI DEPT OF REVENUE	2 370	3,160.56		
			2 935		- 103.08	
			2 1935		- 103.08	
						2,954.40
7243	7/31/09	POSTMASTER	2 885	536.76		
			2 1885	536.76		
						1,073.52
7244	7/31/09	SHEILA SCOTT	2 370		-.09	
			2 380		-3.00	
			2 390	75.00		
			2 780		-12.00	
						59.91
7245	7/31/09	STEWART PRATT	2 380		-3.00	
			2 390	75.00		
			2 780		-12.27	
			2 1735		-22.04	
						37.69
7246	7/31/09	TIM RUSSELL	2 390	75.00		
			2 780	3.97		
						78.97
7247	7/31/09	BRIAN MCLENDON	2 370		-.14	
			2 390	35.00		
			2 780		-18.00	
						16.86
7248	7/31/09	PATRICK LIVERMORE	2 390	75.00		
						75.00
7249	7/31/09	GLENN KAUFFMAN	2 390	75.00		
						75.00
7250	7/31/09	LEE DISHMAN	2 390	75.00		
						75.00

City Of Willard
Disbursements Journal
July 31, 2009

Reference Number	Date	Transaction Description	Account		Debit Amount	Credit Amount	NET
7251	7/31/09	IRMA MCMULLIN	2	390	75.00		
							75.00
7252	7/31/09	TRACEY COMPTON	2	370		-.50	
			2	390	75.00		
			2	780		-22.00	
			2	1735		-38.50	
							14.00
7253	7/31/09	VOID	2	390		.00	
							.00
7254	7/31/09	E W EARWOOD	2	390	75.00		
							75.00
7255	7/31/09	MIKE PFLAMM	2	370		-.46	
			2	390	75.00		
			2	705		-3.02	
			2	780		-60.00	
							11.52
7256	7/31/09	SHANNON HICKS	2	370		-.45	
			2	390	75.00		
			2	780		-18.18	
			2	1735		-31.62	
							24.75
7257	7/31/09	RYAN HILTON	2	370		-.54	
			2	390	75.00		
			2	780		-24.00	
			2	1705		-2.11	
			2	1735		-23.29	
							25.06
7258	7/31/09	CEDAR CREEK CHURCH	2	390	75.00		
			2	780		-15.46	
			2	1735		-15.68	
							43.86
7259	7/31/09	ELIZABETH HANSON	2	370		-.41	
			2	390	75.00		
			2	780		-18.00	
			2	1735		-24.74	

Reference Number	Date	Transaction Description	Account		Debit Amount	Credit Amount	NET
							31.85
7260	7/31/09	KENNY SINGER CONSTRUCTION	2	880	79,076.94		79,076.94
9104	7/31/09	DARREN VAUGHN	3	850	450.00		450.00
9105	7/31/09	CARROTHERS CONSTRUCTION CO.	3	810	23,594.43		23,594.43
9107	7/31/09	CORD HALL	3	755	35.00		35.00
9108	7/31/09	COURTNEY WENDEL	3	960	151.14		151.14
9109	7/31/09	TIM TAHTINEN	3	935	7.10		7.10
9110	7/31/09	WILLARD MASON LODGE	3	850	72.00		72.00
9111	7/31/09	CASH/FIELD TRIP	3	880	150.00		150.00
9112	7/31/09	KELSEY RHEA	3	850	137.54		137.54
9113	7/31/09	AMBER CARPENTER	3	850	179.86		179.86
9114	7/31/09	DYLAN BOLZE	3	850	179.86		179.86
9115	7/31/09	KEVIN BRACAMONTE	3	850	42.32		42.32
9116	7/31/09	BRANDON WOODY	3	850	100.51		100.51
9117	7/31/09	MORIAH MCCANN	3	850	52.90		52.90

City Of Willard
Disbursements Journal
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Reference Number	Date	Transaction Description	Account		Debit Amount	Credit Amount	NET
9118	7/31/09	DIANA JOHNSON	3	755	90.00		90.00
9119	7/31/09	KATHY ADAMSON	3	723	75.00		75.00
9120	7/31/09	BARBARA NICHOLSON	3	723	75.00		75.00
9121	7/31/09	AMANDA HALL	3	723	75.00		75.00
9122	7/31/09	SHEILA SHIPMAN	3	723	75.00		75.00
9123	7/31/09	BARBARA BIRD	3	723	100.00		100.00
9124	7/31/09	JOSH SHANKS	3	723	75.00		75.00
9125	7/31/09	RICHARD BRAUN	3	723	45.00		45.00
9126	7/31/09	CATHY THOMAS	3	723	272.50		272.50
9127	7/31/09	BRAD LOERTCHER	3	723	17.50		17.50
9128	7/31/09	DOROTHEY BRUNSKILL	3	723	75.00		75.00
9129	7/31/09	PAT FULLER	3	723	75.00		75.00
9130	7/31/09	TANYA GAMMILL	3	745	275.00		275.00
9131	7/31/09	WILLARD FIRST BAPTIST CHURCH	3	745	75.00		75.00
9132	7/31/09	KEVIN HUFFMAN	3	745	75.00		75.00

City Of Willard
Disbursements Journal
July 31, 2009

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
9133	7/31/09	EDMOND SHERROD	3 745	75.00		75.00
9134	7/31/09	LETICIA MESSLEY	3 745	75.00		75.00
9135	7/31/09	KELLY VAUGHN	3 745	75.00		75.00
9136	7/31/09	ASHLEY CORLETT	3 745	75.00		75.00
9137	7/31/09	JUUELL BARLANG	3 745	75.00		75.00
9138	7/31/09	SHERYL BUTTRAM	3 745	75.00		75.00
9139	7/31/09	BECKY VAN STAVERN	3 745	75.00		75.00
9140	7/31/09	ANDRIA HORNBECK	3 745	75.00		75.00
9141	7/31/09	TAMMY BURDICK	3 745	75.00		75.00
9142	7/31/09	KELLY STALEY	3 745	75.00		75.00
9143	7/31/09	TASHA HENNIGH	3 745	35.00		35.00
9144	7/31/09	STACY ROBISON	3 755	35.00		35.00
9145	7/31/09	ALYSSA WELLS	3 595	175.00		175.00
9146	7/31/09	GINA MCMURTREY	3 755	35.00		35.00
9147	7/31/09	VOID	3 825		.00	

City Of Willard
Disbursements Journal
July 31, 2009

Reference Number	Date	Transaction Description	Account		Debit Amount	Credit Amount	NET
							.00
9148	7/31/09	SHERRY USSERY	3	745	35.00		35.00
9149	7/31/09	NEW BEGINNINGS CHURCH	3	745	75.00		75.00
9150	7/31/09	LEANNA GRIFFIN	3	745	75.00		75.00
9151	7/31/09	JAMIE PIPPIN	3	745	75.00		75.00
9152	7/31/09	SHEILA SHIPMAN	3	723	60.00		60.00
9153	7/31/09	POSTMASTER	3	885	488.17		488.17
9154	7/31/09	VOID	3	825		.00	.00
9155	7/31/09	ANDY FARMER	3	940	30.00		30.00
9156	7/31/09	TIM TAHTINEN	3	940	30.00		30.00
9157	7/31/09	ROSEMARY HAYMES	3	825	100.00		100.00
9158	7/31/09	LUCILLE MURRAY	3	825	350.00		350.00
9159	7/31/09	INTERNAL REVENUE SERVICE	3	876	249.70		249.70
9160	7/31/09	DAVID HAMILTON	3	810	654.42		654.42
9161	7/31/09	PETE NIELSON	3	723	15.00		15.00

City Of Willard
Disbursements Journal
July 31, 2009

Reference Number	Date	Transaction Description	Account		Debit Amount	Credit Amount	NET
9162	7/31/09	MICHAEL HARTSOCK	3	723	75.00		75.00
9163	7/31/09	GINETTE AASBY	3	723	75.00		75.00
9164	7/31/09	ED SIMMONS	3	723	75.00		75.00
9165	7/31/09	DOTTIE WATTS	3	723	15.00		15.00
9166	7/31/09	DEANNA WARD	3	723	15.00		15.00
9167	7/31/09	DESIREE FAST	3	723	75.00		75.00
9168	7/31/09	MIKE FLIPPO	3	723	15.00		15.00
9169	7/31/09	KELLY-MILLER BROS CIRCUS LTD	3	876	290.00		290.00
11052	7/31/09	ALLIED WASTE SERVICES	2	943	12,791.33		12,791.33
11053	7/31/09	BAKER MECHANICAL SERVICES	2	900	120.86		120.86
11054	7/31/09	BAIRD, LIGHTNER, MILLSAP & HAR	2	875	196.00		
			2	1875	298.00		494.00
11055	7/31/09	BALL PAVING INC.	2	935	100.00		100.00
11056	7/31/09	BRIAN ENDICOTT	2	935	200.00		200.00
11057	7/31/09	CARNAHAN-WHITE, INC.	2	880	5,992.50		
			2	1880	5,992.50		11,985.00

City Of Willard
Disbursements Journal
July 31, 2009

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
11058	7/31/09	COMMERCE TRUST CO.	2 870	28,689.38		
			2 1870	38,558.55		
						67,247.93
11059	7/31/09	COMMERCE TRUST	2 855	150.00		
			2 870	2,080.94		
			2 1855	150.00		
			2 1870	2,080.93		
						4,461.87
11060	7/31/09	COMMERCE BANK	2 885	206.96		
			2 1885	210.88		
			2 1935	804.03		
						1,221.87
11061	7/31/09	COMMERCE TRUST	2 385	1,524.08		
			2 885	19.02		
			2 935	900.42		
			2 940	936.58		
			2 960	167.03		
			2 965	556.77		
						4,103.90
11062	7/31/09	CONCO QUARRIES	2 935	1,357.20		
						1,357.20
11063	7/31/09	CONCO OF SPRINGFIELD	2 1935	178.00		
						178.00
11064	7/31/09	CONOCO INC.	2 960	684.40		
			2 1960	684.40		
						1,368.80
11065	7/31/09	EMPIRE ELECTRIC	2 955	4,694.85		
			2 1955	5,340.43		
						10,035.28
11066	7/31/09	FLYNN DRILLING CO., INC.	2 876	800.00		
						800.00
11067	7/31/09	HARRY COOPER SUPPLY	2 935	10.50		
						10.50
11068	7/31/09	HERTZ EQUIPMENT RENTAL	2 935	1,641.29		

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
			2 1935		-58.26	
						1,583.03
11069	7/31/09	HOWALD'S LLC	2 935	655.00		
						655.00
11070	7/31/09	HORTON SUPPLY COMPANY	2 1935	911.68		
						911.68
11071	7/31/09	HIGHWAY TECHNOLOGIES	2 935	963.00		
						963.00
11072	7/31/09	JCI	2 876	915.00		
			2 1876	946.00		
						1,861.00
11073	7/31/09	LAKELAND LABORATORIES	2 1876	15.00		
						15.00
11074	7/31/09	LOWES	2 935	74.25		
			2 1935	59.40		
						133.65
11075	7/31/09	MISSION COMMUNICATIONS, LLC	2 876	1,126.80		
			2 1876	347.40		
						1,474.20
11076	7/31/09	MISSOURI LAGERS	2 910	1,271.26		
			2 1910	1,271.25		
						2,542.51
11077	7/31/09	MISSOURI STATE UNIVERSITY	2 945	189.00		
						189.00
11078	7/31/09	MISSOURI ONE CALL	2 876	68.40		
			2 1876	68.40		
						136.80
11079	7/31/09	NEBS	2 885	228.03		
			2 1885	228.02		
						456.05
11080	7/31/09	NW MEDIA	2 1800	36.00		
						36.00

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
11081	7/31/09	OFFICER CPA FIRM LLC	2 805	2,742.00		
			2 1805	2,742.00		
						5,484.00
11082	7/31/09	ONLINE INFORMATION SERVICES	2 876	60.75		
			2 1876	60.75		
						121.50
11083	7/31/09	O'REILLY'S AUTO PARTS	2 935	6.98		
						6.98
11084	7/31/09	OZARK LASER & SHORING	2 1935	510.59		
						510.59
11085	7/31/09	PITNEY BOWES	2 885	232.64		
			2 1885	232.63		
						465.27
11086	7/31/09	PITNEY BOWES	2 935	787.00		
						787.00
11087	7/31/09	PITNEY BOWES	2 885	42.43		
			2 1885	42.42		
						84.85
11088	7/31/09	PURCHASE POWER	2 885	400.00		
			2 1885	300.00		
						700.00
11089	7/31/09	RACE BROS	2 1935	95.60		
						95.60
11090	7/31/09	RAMSEY ROAD BORING	2 876	720.00		
						720.00
11091	7/31/09	REVIS WATER WELL	2 900	9,645.00		
						9,645.00
11092	7/31/09	REX SMITH OIL CO.	2 1960	192.50		
						192.50
11093	7/31/09	REX SMITH OIL CO.	2 960	404.45		
						404.45

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Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
11094	7/31/09	SCURLOCK INDUSTRIES	2 1935	308.20		308.20
11095	7/31/09	SPFD-GREENE COUNTY HEALTH DEPT	2 876	260.00		260.00
11096	7/31/09	SPRINGFIELD WINWATER WORKS CO	2 935	1,051.97		
			2 940	5,902.04		6,954.01
11097	7/31/09	UMB BANK	2 870	562.50		
			2 1870	562.50		1,125.00
11098	7/31/09	UNIFIRST	2 935	129.34		
			2 1935	129.34		258.68
11099	7/31/09	UNITED RENTALS	2 1935	1,989.57		1,989.57
11100	7/31/09	VESTAL EQUIPMENT INC.	2 965	269.66		269.66
11101	7/31/09	WCA MO - CITY BILLING	2 943	4,588.50		4,588.50
14000	7/31/09	ADOLPH KIEFER & ASSC	3 937	5,432.08		5,432.08
14001	7/31/09	ADVISOR INSURANCE AGENCY	3 865	2,336.00		2,336.00
14002	7/31/09	ALEXANDER OPEN SYSTEMS, INC.	3 900	36.25		36.25
14003	7/31/09	ALPHACARD	3 937	144.33		144.33
14004	7/31/09	AMERICAN RED CROSS	3 945	371.00		371.00
14005	7/31/09	AUDIO ACOUSTICS	3 876	215.00		

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Reference Number	Date	Transaction Description	Account		Debit Amount	Credit Amount	NET
							215.00
14006	7/31/09	BJ'S TROPHY SHOP	3	935	1,503.60		
			3	937	10.00		
							1,513.60
14007	7/31/09	BAIRD,LIGHTNER,MILLSAP & HARPO	3	875	210.00		
							210.00
14008	7/31/09	BMC POOLS, INC.	3	815	11,663.24		
							11,663.24
14009	7/31/09	CARTRIDGE WORLD	3	885	100.00		
							100.00
14010	7/31/09	CINTAS FIRST AID & SAFETY	3	937	34.90		
							34.90
14011	7/31/09	COLLINS DIRT WORKS LLC	3	937	337.50		
			3	950	350.00		
							687.50
14012	7/31/09	COMMERCE TRUST CO.	3	855	750.00		
							750.00
14013	7/31/09	COMMERCE BANK	3	808	233.41		
			3	820	91.80		
			3	840	59.95		
			3	876	120.00		
			3	885	744.80		
			3	935	987.31		
			3	936	609.64		
			3	937	2,555.35		
			3	938	4,079.72		
			3	960	34.00		
							9,515.98
14014	7/31/09	COPY PRODUCTS INC.	3	876	104.06		
							104.06
14015	7/31/09	DIRECTV	3	876	74.99		
							74.99
14016	7/31/09	DOWNTOWN BAR-B-QUE	3	938	1,040.00		

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Reference Number	Date	Transaction Description	Account		Debit Amount	Credit Amount	NET
							1,040.00
14018	7/31/09	EMPIRE ELECTRIC	3	955	6,719.81		
							6,719.81
14019	7/31/09	EWING IRRIGATION	3	900	125.02		
							125.02
14020	7/31/09	FEDERAL PROTECTION INC.	3	876	108.00		
							108.00
14021	7/31/09	FOURAKER PRINTING	3	850	52.00		
							52.00
14022	7/31/09	GOTT'S RENT A POTS	3	935	85.00		
							85.00
14023	7/31/09	HARRY COOPER SUPPLY	3	935	16.03		
							16.03
14024	7/31/09	HILAND DAIRY COMPANY	3	820	903.57		
							903.57
14025	7/31/09	HUMMERT INTERNATIONAL	3	937	268.50		
							268.50
14026	7/31/09	INDEPENDENT PRINTING INC.	3	850	499.92		
							499.92
14027	7/31/09	JORDAN CASH REGISTER	3	810	766.34		
			3	885	45.75		
							812.09
14028	7/31/09	KEE WES EQUIPMENT CO.	3	808	624.26		
							624.26
14029	7/31/09	KENCO FIRST EXTINGUISHER	3	808	37.90		
			3	935	202.50		
							240.40
14030	7/31/09	LOWES	3	810	448.00		
			3	900	417.76		
			3	935	1,044.01		
							1,909.77

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Reference Number	Date	Transaction Description	Account		Debit Amount	Credit Amount	NET
14031	7/31/09	MISSOURI LAGERS	3	910	1,544.28		1,544.28
14032	7/31/09	MURFIN'S MARKET	3	820	96.00		96.00
14033	7/31/09	OZARK RACING SYSTEMS	3	938	500.00		500.00
14034	7/31/09	OZARKS COCA COLA	3	820	5,030.11		5,030.11
14035	7/31/09	OZARK POWER CENTER	3	965	465.28		465.28
14036	7/31/09	PLAY IT AGAIN SPORTS	3	936	1,331.00		1,331.00
14037	7/31/09	P & K IRRIGATION	3	876	60.00		60.00
14038	7/31/09	PURCHASE POWER	3	885	200.00		200.00
14039	7/31/09	RACE BROS	3	935	43.22		43.22
14040	7/31/09	RENEGADE CHEMICALS INC.	3	815	310.00		310.00
14041	7/31/09	REX SMITH OIL CO.	3	900	176.88		176.88
14042	7/31/09	R N SMITH	3	900	254.40		254.40
14043	7/31/09	SAM'S CLUB	3	808	49.00		
			3	820	4,481.07		
			3	880	31.28		
			3	885	98.46		
			3	938	29.50		
			3	939	67.51		
							4,756.82

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Reference Number	Date	Transaction Description	Account		Debit Amount	Credit Amount	NET
14044	7/31/09	SIGN PRO	3	937	70.00		
							70.00
14045	7/31/09	SOUNDS GREAT	3	935	239.99		
							239.99
14046	7/31/09	SPRINGFIELD POOL & SPA	3	815	98.95		
			3	900	167.99		
			3	937	104.50		
							371.44
14047	7/31/09	SCHENDEL PEST SERVICES	3	876	60.00		
							60.00
14048	7/31/09	STILSON PHOTOGRAPHY	3	876	230.00		
							230.00
14049	7/31/09	THE STAYWELL COMPANY	3	937	282.06		
							282.06
14050	7/31/09	TOMARK SPORTS	3	810	1,339.51		
			3	845	1,116.74		
							2,456.25
14051	7/31/09	UNIFIRST CORP	3	935	230.60		
							230.60
14052	7/31/09	WCA WASTE CORP	3	959	211.94		
							211.94
14053	7/31/09	WILLARD CHAMBER OF COMMERCE	3	935	20.00		
							20.00
14056	7/31/09	VOID	3	876		.00	
							.00
16640	7/31/09	SWMOCCFOA	1	840	20.00		
							20.00
16641	7/31/09	SW MO COUNCIL OF GOVERNMENT	1	945	20.00		
							20.00
16642	7/31/09	GREENE COUNTY, MISSOURI	1	845	432.62		

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
						432.62
16643	7/31/09	PRINCIPAL FINANCIAL GROUP	1 140	3,294.24		
			1 150	2,998.08		
			1 860	1,952.40		
			1 1860	3,834.16		
			1 2860	1,098.08		
			1 4860	348.56		
						13,525.52
16644	7/31/09	MISSOURI STATE UNIVERSITY	1 1945	20.00		
						20.00
16645	7/31/09	SHRM	1 840	160.00		
						160.00
16646	7/31/09	VSP	1 140	122.84		
			1 150	109.05		
			1 860	54.71		
			1 1860	182.67		
			1 2860	40.94		
			1 4860	11.81		
			1 5860	11.81		
						533.83
16647	7/31/09	MISSOURI GAS ENERGY	1 140	23.47		
			1 150	88.84		
			1 958	21.27		
			1 2958	24.20		
						157.78
16648	7/31/09	A T & T	1 140	715.06		
			1 150	592.71		
			1 940	375.02		
			1 1940	340.35		
			1 2959	148.06		
						2,171.20
16649	7/31/09	DELTA DENTAL	1 140	327.32		
			1 150	374.06		
			1 860	146.44		
			1 1860	521.12		
			1 2860	109.10		
			1 4860	29.41		

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Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
						1,507.45
16650	7/31/09	ZIONS BANK	1 1866	2,250.00		
			1 1870	14,000.00		
						16,250.00
16651	7/31/09	WRIGHT EXPRESS	1 140	982.93		
			1 1960	525.92		
						1,508.85
16652	7/31/09	A T & T	1 140	304.20		
			1 150	125.95		
			1 940	176.08		
			1 1940	192.52		
			1 4940	115.36		
			1 5940	225.53		
						1,139.64
16653	7/31/09	DONNA GORDON	1 880	400.00		
						400.00
16654	7/31/09	MISSOURI DEPT OF REVENUE	1 350	6,269.00		
						6,269.00
16655	7/31/09	TOM MCCLAIN	1 1950	650.00		
						650.00
16656	7/31/09	DAVID RICHARDSON	1 1950	650.00		
						650.00
16657	7/31/09	SHANNON SHIPLEY	1 1950	650.00		
						650.00
16658	7/31/09	BOB BELL	1 1950	650.00		
						650.00
16659	7/31/09	MIKE PAYNE	1 1950	650.00		
						650.00
16660	7/31/09	GARY DOVE	1 1950	650.00		
						650.00
16661	7/31/09	AMY FLY	1 1950	650.00		
						650.00

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
16662	7/31/09	JUSTIN RAYNES	1 1950	650.00		650.00
16663	7/31/09	CASEY BROADWAY	1 1950	650.00		650.00
16664	7/31/09	CHRIS RACKLEY	1 1950	650.00		650.00
16665	7/31/09	ADVISOR INS AGENCY	1 865	113.70		113.70
16666	7/31/09	KATE GOULD	1 940	30.00		30.00
16667	7/31/09	DALE DUVALL	1 940	30.00		30.00
16668	7/31/09	MISSOURI DEPT OF REVENUE	1 350	3,942.00		3,942.00
16669	7/31/09	JAMIE SCHOOLCRAFT	1 825	300.00		
			1 940	30.00		330.00
24970	7/31/08	ADVISOR INSURANCE AGENCY LLC	1 1865	58.00		58.00
24971	7/31/08	ALLIED WASTE SERVICES	1 2959	692.61		692.61
24972	7/31/08	AIRE-MASTER OF AMERICA, INC.	1 935	57.70		57.70
24973	7/31/08	APAC-MISSOURI, INC.	1 2895	590.00		590.00
24974	7/31/08	AMERICAN RED CROSS	1 5935	600.00		600.00
24975	7/31/08	BAKER MECHANICAL SERVICES	1 1900	105.00		105.00

City Of Willard
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Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
24976	7/31/08	BAIRD, LIGHTNER, MILLSAP & HAR	1 875	3,293.50		
			1 4875	294.00		
						3,587.50
24977	7/31/08	CARTRIDGE WORLD	1 885	45.96		
						45.96
24978	7/31/08	CITY OF WILLARD	1 959	49.89		
			1 1959	14.00		
						63.89
24979	7/31/08	CNA SURETY	1 865	1,252.50		
						1,252.50
24980	7/31/08	COMMERCE BANK	1 876	84.00		
			1 885	19.02		
			1 935	263.99		
						367.01
24981	7/31/08	COMMERCE BANK	1 1885	43.34		
			1 1900	20.95		
			1 1935	22.86		
			1 1965	41.93		
						129.08
24982	7/31/08	COMMERCE BANK	1 2935	85.01		
			1 2965	13.44		
						98.45
24983	7/31/08	CONOCO, INC.	1 1960	2,372.11		
						2,372.11
24984	7/31/08	COPY PRODUCTS, INC.	1 876	343.66		
			1 1876	18.74		
						362.40
24985	7/31/08	EMPIRE ELECTRIC	1 955	438.99		
			1 1955	357.33		
			1 2930	4,174.18		
			1 2955	168.31		
						5,138.81
24986	7/31/08	IKARD & BROWN LAW OFFICES	1 1875	1,041.25		
						1,041.25

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Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
24987	7/31/08	INLAND PRINTING CO.	1 876	43.30		43.30
24988	7/31/08	KRISTOFFER BAREFIELD	1 1875	1,505.00		1,505.00
24989	7/31/08	LOWES	1 1808	19.92		19.92
24990	7/31/08	MEDIACOM	1 876	10.00		10.00
24991	7/31/08	MISSOURI LAGERS	1 910	1,232.43		
			1 1910	3,524.62		
			1 2910	847.50		
			1 4910	491.06		6,095.61
24992	7/31/08	MISSOURI STATE UNIVERSITY	1 945	189.00		189.00
24993	7/31/08	MISSOURI STATE SURPLUS	1 1935	120.25		120.25
24994	7/31/08	MURFIN'S MARKET	1 1935	7.96		7.96
24995	7/31/08	MYRON	1 935	386.20		386.20
24996	7/31/08	OLSSON ASSC	1 2880	1,015.00		
			1 2880	1,695.18		
			1 4930	7,468.86		10,179.04
24997	7/31/08	OZARKS TRANSPORTATION ORG	1 840	1,375.14		1,375.14
24998	7/31/08	PRE-PAID LEGAL SERVICES, INC.	1 1876	77.80		77.80
24999	7/31/08	PREMIER TOWING SERVICES INC.	1 1876	90.00		90.00

Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
25000	7/31/08	PURCHASE POWER	1 885	100.00		
			1 1885	200.00		
						300.00
25001	7/31/08	REX SMITH OIL CO.	1 2960	1,821.35		
						1,821.35
25002	7/31/08	SAM'S CLUB	1 935	62.40		
			1 1935	118.08		
			1 2935	74.40		
						254.88
25003	7/31/08	SPFD-GREENE COUNTY HEALTH DEPT	1 1825	105.00		
						105.00
25004	7/31/08	SPFD NEWS-LEADER	1 800	68.46		
						68.46
25005	7/31/08	SCHENDEL PEST SERVICES	1 876	30.00		
			1 1876	30.00		
			1 2935	30.00		
						90.00
25006	7/31/08	SPRINGFIELD STAMP & ENGRAVING	1 935	14.50		
						14.50
25007	7/31/08	SAWYER TIRE CO.	1 1965	647.12		
			1 2965	23.50		
						670.62
25008	7/31/08	UNIFIRST	1 935	23.55		
			1 1935	88.70		
			1 4935	36.24		
						148.49
25009	7/31/09	US BANK	1 150	174.82		
			1 810	174.83		
			1 1810	174.83		
						524.48
25010	7/31/09	VERIZON WIRELESS	1 150	80.44		
			1 1876	172.08		
						252.52

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Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount	NET
25011	7/31/09	VICTOR L. PHILLIPS CO.	1 2965	962.20		
						962.20
25012	7/31/09	WCA WASTE CORP	1 959	21.89		
			1 1959	18.06		
			1 2959	21.81		
						61.76
	7/31/09	Contra Entry	1 100		-96,997.34	
						.00
	7/31/09	Contra Entry	1 125		-15,893.00	
						.00
	7/31/09	Contra Entry	2 100		- 272,145.49	
						.00
	7/31/09	Contra Entry	3 100		-96,063.52	
						.00
			Journal Totals	481,761.52	- 481,761.52	

City Of Willard
Receipts Journal
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Reference Number	Date	Transaction Description	Account	Debit Amount	Credit Amount
c/r 1	7/31/09		1 740		-6,505.24
c/r 2	7/31/08		1 720		-5,171.08
c/r 3	7/31/08		1 650		-1,637.70
c/r 4	7/31/08		1 630		-16,584.37
c/r 5	7/31/08		1 610		-3,694.14
c/r 6	7/31/08		1 700		-10,050.28
c/r 7	7/31/08		1 731		-14,278.55
c/r 8	7/31/08		1 730		-32,838.32
c/r 9	7/31/08		1 710		- 568.50
C/R 20	7/31/09		2 705		- 897.10
C/R 21	7/31/09		2 775		-2,280.49
C/R 22	7/31/09		2 780		-53,807.79
C/R 23	7/31/09		2 370		-1,009.10
C/R 24	7/31/09		2 1735		-57,637.61
C/R 25	7/31/09		2 1705		-1,506.47
C/R 26	7/31/09		2 380		- 242.90
C/R 27	7/31/09		2 390		-3,300.00
C/R 28	7/31/09		2 760		-7,650.00
C/R 29	7/31/09		2 420		-42.00
c/r 10	7/31/08		1 660		-57,962.22
c/r 11	7/31/08		1 680		-87.50
c/r 12	7/31/08		1 690		-25,128.35

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Reference Number	Date	Transaction Description	Account		Debit Amount	Credit Amount
c/r 13	7/31/08		1	380		-1,212.49
c/r 14	7/31/08		1	695		- 880.00
c/r 30	7/31/09		3	625		-8,978.28
c/r 31	7/31/09		3	725		-36,248.43
c/r 32	7/31/09		3	723		-3,722.50
c/r 33	7/31/09		3	745		-22,332.08
c/r 34	7/31/09		3	650		-1,284.95
c/r 35	7/31/09		3	598		- 500.00
c/r 36	7/31/09		3	360		-1,979.00
c/r 37	7/31/09		3	615		-16,595.50
c/r 38	7/31/09		3	170		- 125.00
c/r 39	7/31/09		3	595		-19.00
c/r 39a	7/31/09		3	755		-18,284.78
c/r court	7/31/09		1	740		-9,749.50
	7/31/09	Contra Entry	1	100	176,598.74	
	7/31/09	Contra Entry	1	125	9,749.50	
	7/31/09	Contra Entry	2	100	128,373.46	
	7/31/09	Contra Entry	3	100	110,069.52	
			Journal Totals		424,791.22	- 424,791.22

City of Willard Waterworks 2009

Month	Income	Operating Expenses	Balance		Gallons Pumped	Gallons Metered	Number of Meters	Shortage	% Shortage
January	$54,241.53	$57,467.69	($3,226.16)		11,750	11051	1820	699	6%
February	$55,299.12 $109,540.65	$43,132.90 $100,600.59	$12,166.22 $8,940.06		21,781	17317	2932	4,464	20%
March	$91,032.00 $200,572.65	$44,173.25 $144,773.84	$46,858.75 $55,798.81		17025	12992	2926	4033	24%
April	$72,821.85 $273,394.50	$46,065.07 $190,838.91	$26,756.78 $82,555.59		24787	14368	2950	10419	42%
May	$70,922.61 $344,317.11	$51,864.91 $242,703.82	$19,057.70 $101,613.29		21921	15555	2971	6366	29%
June	$73,326.29 $417,643.40	$52,680.80 $295,384.62	$20,645.49 $122,258.78		23723	17108	2980	6615	28%
July	$65,902.37 $483,545.77	$70,750.12 $366,134.74	($4,847.75) $117,411.03		23878	28720	2965		
August									
September									
October									
November									
December									

CITY OF WILLARD COMBINED UTILITIES 2009

	Income	Operating Expenses	Balance	Debt	Gain	Coverage Factor
January	$113,772.50	$127,855.04	-$14,082.54	21,000.00	$ (35,082.54)	-0.67%
February	$113,983.44 $227,755.94	$94,963.23 $222,818.27	$19,020.21 $4,937.67	21,000.00 42,000.00	$ (1,979.79) $ (37,062.33)	-0.96%
March	$172,769.05 $400,524.99	$100,111.80 $322,930.07	$72,657.25 $77,594.92	21,000.00 63,000.00	$51,657.25 $14,594.92	1.41% 0.45%
April	$135,170.06 $535,695.05	$97,668.21 $420,598.28	$37,501.85 $115,096.77	21,000.00 84,000.00	$16,501.85 $31,096.77	1.79% 1.37%
May	$136,143.88 $671,838.93	$111,126.38 $531,724.66	$25,017.50 $140,114.27	21,000.00 105,000.00	$4,017.50 $35,114.27	1.19% 1.33%
June	$144,496.52 $816,335.45	$122,026.99 $653,751.65	$22,469.53 $162,583.80	21,000.00 126,000.00	$1,469.53 $36,583.80	1.07% 1.29%
July	$126,368.26 $942,703.71	$153,041.68 $806,793.33	$ (26,673.42) $135,910.38	21,000.00 147,000.00	$ (47,673.42) $ (11,089.62)	-1.27% 0.92%
August						
September						
October						
November						
December						

CITY OF WILLARD SEWER PUMPING SHEET
2009

	Flow Meter Reading	Pumped	Daily Average	Paid to Springfield	Daily Average	Actual Meter Water
January	9420172 17909097	8488925	282964	8372	279066	10983
February	99385977	8147688	271590	8113	270433	10319
March	36976352	8301806	276727	8223	274100	12992
April	48171587	10098246	336608	9143	304767	14368
May	60052841	11881254	396041	9243	308100	15555
June	71172623	11119782	370659	9591	31970	10966
July	No	Readings		10570	352333	11158
August						
September						
October						
November						
December						

SIDEWALK PAY REQUEST

Hunter Chase Change #3-to reduce total contract amount by $2157.00 for materials

Hunter Chase	$20,183.18

City of Willard

Memo

To: Mayor and Board of Aldermen

From: Kate Gould, Community Relations

CC: Justin Reaves, Interim Public Works Director

Date: 8/20/2009

Re: Willard Recycling

August 24th Board of Aldermen Agenda

In recent months we have had a large increase in the amount of trash being dumped at the Recycling Center. We would like to move the recycling bins to a less isolated location like next to the Community Building (behind City Hall) or possibly the Recreation Center.

Justin is working on costs to relocate the center for fencing and concrete.

More details will be provided at the meeting and we look forward to your thoughts on the subject.

Thank you.

City of Willard
Employee Cell Phone Policy

Purpose and Scope
The City of Willard wishes to provide the most consistent, convenient, and cost effective cellular telephone services possible to its employees.

The objectives of this policy are to:

- Provide guidelines to employees who may need to have a cellular telephone to conduct City business.
- Apply standards to the cellular telephone equipment and service agreements used by City employees
- Simplify and make more manageable the City's relationship with cellular telephone vendors.
- Provide a system for monitoring cellular telephone usage patterns so that plans can be periodically modified to better meet the needs of the user
- Ensure that the City's acquisition and use of cellular telephone services is cost-effective
- Provide an internal system for purchasing cellular telephone services, gaining access to repair services, acquiring necessary training and support, and communicating available programs to the City employees
- Establish a system for monitoring future developments in cellular services and selecting those that meet the needs of the City.

Cellular Service Vendors
To facilitate accomplishment of the above objectives, the City may, at its discretion, enter into contracts with cellular telephone service providers. During the period when one or more of these contracts is in force, the City will only purchase cellular telephones or cellular telephone service agreements for employee use on the basis of these contracts, unless a specific exception is granted.

Eligibility

1. The City cellular phones shall be assigned for City business needs only. A City cellular phone may be an appropriate tool to conduct City business when it is demonstrated that an employee's communications needs cannot be met with standard telephone equipment. Examples include employees that: are mobile for most of a work period, respond to emergencies, are responsible for restoring services, or are vital to decision-making for the City.

2. The employee's position or job consistently requires timely and business critical two way communications for which there is no reasonable alternative.

3. The position or job requires the employee to be mobile with direct contact with the City.

4. Employee's supervisor must submit a completed Cellular Telephone Request Form to the Finance Office.

Approval

- The Board of Aldermen or the City Administrator will be the approving authority for assigning cellular phones to employees.

Use of Cellular Telephone

- Safe driving is an important priority of the City.

- Use of a cellular telephone is discouraged when operating a motor vehicle. To dial, or otherwise initiate a call, or to respond to a call, or to look up a number, the driver should leave the road and safely park the vehicle. The shoulder or emergency breakdown lane is not a safe place to park in a non-emergency situation.

- The City cellular phone should only be used while driving to report an accident, car trouble, or if there is imminent danger.

- The City cellular phone should not be used for City business when a regular phone (land-line) is available.

- The City cellular phone should never be used for a private business, commercial, or personal purposes.

- The City cellular phone is prohibited from being used in an illegal, illicit, or offensive manner. This includes, but is not limited to, activities such as harassment or threats.

- The City cellular phone is to be used only by the individual to whom it is issued.

Personal Calls

The use of the City owned cellular equipment to make or receive personal calls should be limited in order to minimize the risk of exceeding the plan minutes provided by the City. An employee must realize that although personal calls that are made within the local calling region and under the usage limits may not result in additional charges, they do count towards the overall minute limits established under the service plan.

1. If personal usage (local calls) does not cause the packaged minutes to be exceeded, no reimbursement is necessary.

2. If personal usage causes the packaged minutes to be exceeded, then the personal usage is assessed at the rate of the excess-minute rate.

3. If personal usage causes business calls to exceed the plan limits then the additional charges will become the responsibility of the employee.

4. If personal usage is long-distance, then the long-distance charges incurred will be the responsibility of the employee.

5. If personal usage results in roaming or other miscellaneous charges, then those charges will be the responsibility of the employee.

Personal Cell Phone Usage

- If it is determined by any department head that there is occasional need to call an employee on his/her personal cell phone, a flat monthly fee of $50.00 will be paid to that employee.

- No long distance calls will be placed to conduct city business on a personal cell phone.

- **Use of a personal cell phone when operating a city motor vehicle** or city equipment is prohibited. The driver or operator should leave the road or safely park the vehicle to respond to a call or to initiate a call.

- Use of a personal cell phone when operating a city motor vehicle or city equipment is prohibited. The driver should leave the road or safely park the vehicle to respond to a call or initiate a call.

- Employees must limit the use of a personal cell phone during working hours to breaks or lunch

Employee's Responsibilities

- Each employee has an obligation to use a City cellular phone in a responsible, informed and safe manner; conform to network etiquette customs, and courtesies

- The employee to whom a cellular phone is issued is responsible for safeguarding the equipment and controlling its use

- If the phone is lost or stolen, the employee must report this immediately to the cellular phone provider and the Finance Department

- The employee may be held liable for the cost of a lost, stolen, or damaged city cellular phone or equipment. The individual may also be held responsible for calls made while the cellular phone is missing.

- As may be required in accordance with the terms of the "Personal Calls" section above, the employee shall reimburse the City for all costs associated with personal use by attaching a check to the cellular phone bill when it is presented for review. The reimbursement check must be make payable to the City of Willard

- Follow all applicable federal, state or local laws and regulations governing the use of cellular phones for all general purposes and while traveling in an automobile or on an aircraft.

- Employees should avoid calls such as person-to-person, credit card calls, directory assistance (411) or any other calls requiring the services of an operator, while using a city cellular phone.

- Turn all cellular phone and all equipment and keys in to the Finance Department upon termination of employment with the City of Willard

<u>Head of Department Responsibilities</u>

- Each department head will ensure that an employee who is assigned a City cellular phone complies with the cellular phone policy and procedures including reviewing monthly cellular phone bills upon request, and any reimbursement of costs for personal calls

- The Finance Department will maintain a copy of the cellular phone bill for minimum of three years

- Each department head is to periodically review their employee's cellular phone plans with the Finance Department to assess whether it is the most cost-effective plan available

- The Finance Department is required to collect any reimbursement for personal calls made by each employee. The reimbursement check should be attached to the copy of the cellular phone bill. The reimbursement check must be made payable to the City of Willard.

Telecommunications Responsibilities

- The Finance Department will determine an appropriate service provider, equipment needs, and the most cost-effective service plan based on the department's needs

- The Finance Department will review plans periodically with each department head and users to determine if the most cost-effective plan is being utilized

- The Finance Department will coordinate the setting up of new users with the cellular phone provider

- The Finance Department will coordinate the canceling, terminating or re-issuing of cellular phones and plans with the Cellular Phone Provider once notified by the department head in charge of the employee status

- The Finance Department will maintain a city wide inventory of all cellular phones and equipment. Equipment includes such things like chargers, holders, and PC to phone cables

Plan Restrictions

- Family members of employees of the City of Willard are not permitted to acquire a cellular phone under the City's plan

Finance Office Responsibilities

- The Finance Office will conduct random audits of cellular phone bills to ensure compliance with this policy

- The Finance Department will periodically review providers' plans with the cell phone provider to make sure the City is offered the most cost effective plans

Violation of Policy

Use of a city cellular phone is a privilege that may be revoked at any time for inappropriate usage. Any abuse of these policies may result in revocation of cellular access, notification to the department head, the Board of Aldermen, and disciplinary action.

I have received the City of Willard cell phone policy manual and agree to comply with the requirements. By signing I understand these terms and that I am bound to the above stated terms.

Employee Signature______________________________ Date ______________

Employee Name (printed) ____

City of Willard

Cellular Phone Request Form

Date: ______________________ **Job Title:** ______________

Name: ______________________ **Department:** ______________

(If additional space is needed, please attach the additional sheets to the back of this form.)

1. Describe why you need a cell phone for conducting official City business.

2. Provide in detail how a cell phone will benefit your work and the City.

3. What is your estimated monthly usage, in minutes? __________
Describe the basis for your estimates.

4. General Ledger Account to be used for billing: ______________

Certification by Requesting Employee

I certify the above to be an accurate description of my business needs and estimated monthly usage.

Signed ______________________________ **Date** ______________

Endorsement of Supervisor

I approve the above request for a cell phone. The use and estimated monthly minutes accurately reflects the employee's business needs. The general ledger account listed has sufficient funds available and is appropriate to use for this expense.

Signed ______________________________ **Date** ______________

Return this completed form for final approval to the Finance Department

BILL NO: ____________ ORDINANCE NO. ____________

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 by 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:

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 on the 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 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.
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.

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO
______________________________	____	____
RICHARD SIMPSON		
______________________________	____	____
DOUG JOHNSON		

PAT LLOYD

PAUL HOOD

LOUIE AMODEO

BRYAN VINCENT

APPROVED BY:

JAMIE SCHOOLCRAFT, MAYOR

DALE DUVALL, CITY CLERK

BILL NO.________________ ORDINANCE NO.________________

AN ORDINANCE

AN ORDINANCE PROVIDING FOR THE GENERAL LEVY AND IMPOSITION OF ANNUAL TAX FOR GENERAL MUNICIPAL PURPOSES FOR THE YEAR OF 2009 AND FOR IMPOSITION OF ANNUAL TAX FOR PARKS.

WHEREAS, a study has been made by the Board of Aldermen of the City of Willard as to the need to impose and levy a tax for general municipal purposes and for public parks, and

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

WHEREAS, a public meeting was advertised in the Willard Cross Country Times, a newspaper in general circulation in Greene County, Missouri, giving the public at least 15 days notice as to the date and time for the public meetings. Said public meetings, to receive residents comments about said tax rate were held on the 10th of August 2009 and the 24th of August 2009.

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

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

Section 1. There is hereby levied and imposed a general tax municipal purposes, at the rate of 0.3941 on each One Hundred Dollars ($100) assessed valuation on all real property, property of railroad companies, and telephone and telegraph companies and utilities within the City Limits of the City of Willard, Missouri, as the same is now fixed by law, or as the same may be changed during 2009, all for the purpose of general revenue, except what property may be exempt by State law.

Section 2. There is hereby levied and imposed a general tax, for public parks, at the rate of 0.1206 on all real property, property of railroad companies, and telephone and telegraph companies and utilities within the city limits of the City of Willard, Missouri, as the same is now fixed by law, or as the same may be exempt by State law.

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

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

Section 5. This ordinance, being an emergency ordinance for the health, safety, and welfare of the citizens of Willard, shall take effect immediately upon its passage.

READ TWO TIMES AND PASSED AT A MEETING OF THE Board of Alderman, of the City of Willard, Missouri, on the 14th day of August 2009.

MEMBERS OF THE BOARD OF ALDERMEN:	YES	NO
______________________ RICHARD SIMPSON	___	___
______________________ DOUG JOHNSON	___	___
______________________ PAT LLOYD	___	___
______________________ PAUL HOOD	___	___
______________________ LOUIE AMODEO	___	___
______________________ BRYAN VINCENT	___	___

APPROVED BY:

____

JAMIE SCHOOLCRAFT, MAYOR

____

DALE DUVALL, CITY CLERK