



## **CITY OF WILLARD**

### **BOARD OF ALDERMAN REGULAR MEETING**

**April 14, 2025 at 6:00 PM**

**Willard City Hall, 224 W. Jackson St., Willard, MO**

#### **AGENDA**

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Update Posted on April 10, 2025 at 03:00 p.m.

The tentative agenda of this meeting includes:

#### **PLEDGE OF ALLEGIANCE**

#### **CALL THE MEETING TO ORDER**

#### **ROLL CALL**

#### **AGENDA AMENDMENTS/APPROVAL OF AGENDA**

#### **CONSENT AGENDA:**

"A Consent Agenda allows the Board of Aldermen to consider and approve routine items of business without discussion. Any member of the Board of Aldermen, the City Staff or the Public may request removal of any item from the Consent Agenda and request that it be considered under the Regular Agenda if discussion or debate of the item is desired. Items not removed from the Consent Agenda will stand approved upon motion by any Board member, second and unanimous vote to "approve the Consent Agenda as published or modified."

- 1. Meeting Minutes from March 24, 2025**
- 2. March/April 2025 Current Outstanding Invoices, Checks, and Draft Paid Invoices**
- 3. Department Head Report City Clerk April 2025**
- 4. Department Head Report Court April 2025**
- 5. Department Head Report Human Resources April 2025**
- 6. Department Head Report Parks Department April 2025**
- 7. Department Head Report Planning and Zoning April 2025**
- 8. Department Head Report Police Department April 2025**
- 9. Department Head Report Public Works April 2025**
- 10. Board Attendance Report**

#### **CURRENT OUTSTANDING INVOICES, DRAFT AND CHECK PAID INVOICES**

#### **CITIZEN INPUT**

#### **READING OF APRIL 8 ELECTION RESULTS INTO THE MINUTES**

#### **PROJECT MANAGER REPORT**

- 11. Sanitary Sewer Status Update**

#### **PRESENTATION**

- 12. Laneshift Consulting Presentation**

#### **RESOLUTIONS**

- [13.](#) A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL NECESSARY DOCUMENTS ON BEHALF OF THE CITY OF WILLARD FOR ADDITIONAL STAFFING
- [14.](#) A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO SIGN THE APPROPRIATE DOCUMENTS TO COMPLETE THE JACKSON STREET DOWNTOWN SIDEWALK PROJECT

#### **ORDINANCES**

- [15.](#) AN ORDINANCE ALLOWING THE MAYOR TO ENTER INTO A CONTRACT WITH LANESHIFT FOR CONSULTING SERVICES (SECOND READ)
- [16.](#) AN ORDINANCE AUTHORIZING THE CITY OF WILLARD, MISSOURI, TO ENTER INTO AN AGREEMENT WITH INTERNATIONAL CYBERNETICS COMPANY, LP D/B/A/ IMS INFRASTRUCTURE MANAGEMENT SERVICES FOR THE PAVEMENT MANAGEMENT AND STRUCTURAL TESTING PROJECT, APPROVING THE FEE PROPOSAL AND SCOPE OF WORK, AND AUTHORIZING EXECUTION OF NECESSARY DOCUMENTS (SECOND READ)
- [17.](#) AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH AZAVAR AUDIT SOLUTIONS, INC. FOR AUDITING SERVICES (SECOND READ)
- [18.](#) AN ORDINANCE ESTABLISHING FORMAL POLICY FOR SEASONAL EMPLOYEES OF THE CITY OF WILLARD (SECOND READ)
- [19.](#) AN ORDINANCE GIVING THE MAYOR AUTHORITY TO ENTER INTO AN AGREEMENT WITH ARROW FOR HIGH-SPEED INTERNET/VOIP SERVICE AND FOR STARLINK SERVICES, LLC TO BE USED AS BACK-UP TO PROVIDE PHONE AND INTERNET SERVICES FOR THE CITY OF WILLARD (FIRST READ)
- [20.](#) AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH CULPEPPER & MERRIWEATHER CIRCUS (FIRST READ)

#### **STATE OF THE CITY PRESENTATION**

- [21.](#) State of the City Memo
- [22.](#) State of the City PowerPoint Presentation
- [23.](#) State of the City Interview Notes

#### **CITY ADMINISTRATOR REMARKS**

#### **NEW BUSINESS**

- [24.](#) Discussion of Additional Downtown Parking
- [25.](#) Discussion on Record Retention Schedule and Record Disposal

#### **UNFINISHED BUSINESS**

- [26.](#) Water/Sewer Advisory Board Appointments

#### **RECESS OPEN SESSION**

**ENTER CLOSED LEGAL SESSION PURSUANT TO RSMO SECTION 610.021 #(1) LEGAL**

**CALL MEETING TO ORDER**

**ROLL CALL**

**EXIT CLOSED LEGAL SESSION PURSUANT TO RSMO SECTION 610.021 #(1) LEGAL**

**ADJOURN MEETING**

If you have special needs which require accommodation, please notify personnel at the City Hall. Representatives of the news media may obtain copies of this notice by contacting the City Clerk at 417-742-5302.

Rebecca Hansen, City Clerk



## CITY OF WILLARD

### BOARD OF ALDERMAN REGULAR MEETING

March 24, 2025 at 6:00 PM

Willard City Hall, 224 W. Jackson St., Willard, MO

### MINUTES

**Staff Present:** City Administrator Wesley Young, City Attorney Nate Dally, Human Resource Director Dona Slater, Parks and Recreation Director Jason Knight, CFO Carolyn Halverson, Planning and Zoning Director Mike Ruesch, Police Officer JD Landon, Director of Public Works Trevor Hoffman, Project Manager Steve Bodenhamer

**Citizens Present:** Kem Reed, Angie Wilson, Jeff and Paula Davis, Sam, Jeremy and Tracey Higginbotham, Ellie Higginbotham, Bryan Chapman, Larry Whitman

### PLEDGE OF ALLEGIANCE

Mayor Smith led the Pledge of Allegiance

### CALL THE MEETING TO ORDER

Mayor Smith called the meeting to order at 6:01 pm and asked the acting clerk to conduct the roll call.

### ROLL CALL

Dona Slater, acting as clerk, conducted the roll call.

Present: Mayor Troy Smith, Casey Biellier, Jeremy Hill, David Keene, Joyce Lancaster, Carol Wilson

Dona Slater confirmed that a quorum was present.

### AGENDA AMENDMENTS/APPROVAL OF AGENDA

City Administrator Wes pointed out that a change was made to the Utility Tap Ordinance to correctly construct it as an ordinance. The change did not affect the terminology or meaning. There were no other changes to the agenda. Mayor Smith asked for a motion to approve the agenda with no agenda amendments. Motion was made by Alderman Biellier and seconded by Alderman Lancaster to approve the Agenda with no Agenda Amendments. Motion carried with a 5-0 vote. Voting Aye: Aldermen Biellier, Hill, Keene, Lancaster, and Wilson.

### CONSENT AGENDA:

"A Consent Agenda allows the Board of Aldermen to consider and approve routine items of business without discussion. Any member of the Board of Aldermen, the City Staff or the Public may request removal of any item from the Consent Agenda and request that it be considered under the Regular Agenda if discussion or debate of the item is desired. Items not removed from the Consent Agenda will stand approved upon motion by any Board member, second and unanimous vote to "approve the Consent Agenda as published or modified."

1. **3.10.35 BOA Meeting Minutes**
2. **February Financial Summaries**



**February Financial Statements****February/March Outstanding Invoices, Checks, and Draft Paid Invoices****February Check Register****February Utilities Adjustment Report**

Mayor Smith asked for a motion to approve the Consent Agenda. Motion was made by Alderman Lancaster and seconded by Alderman Biellier to approve the Consent Agenda. Motion carried with a 5-0 vote. Voting Aye: Aldermen Biellier, Hill, Keene, Lancaster, and Wilson.

**CURRENT OUTSTANDING INVOICES, DRAFT AND CHECK PAID INVOICES**

There were no current outstanding invoices, draft and check paid invoices

**CITIZEN INPUT****PROCLAMATIONS****3. PROCLAMATION OF CONGRATULATIONS FOR ELLIE HIGGINBOTHAM**

Ellie Higginbotham was asked to share a little about her success in winning state in her weight category for girl's wrestling. Mayor recognized her with a Proclamation.

**4. PROCLAMATION OF RECOGNITION FOR TERRY KATHCART**

Terry Kathcart was asked to speak about his service to the town of Willard over many years. Mayor recognized him with a Proclamation.

**CONSIDERATION OF WATER/SEWER BOARD APPLICATIONS****5. WATER/SEWER ADVISORY BOARD APPLICATIONS**

Applicants for the Water/Sewer Advisory Board were asked questions and had the opportunity ask the Board questions, regarding their prospective service on the Board.

**PROJECT MANAGER UPDATES**

- 6. PROJECT UPDATES:** Project Manager Steve Bodenhamer reported on the 94 Lift Station. Electrical specifications were submitted to Missouri DNR, after which the City will submit for a construction permit. The issue of the grant freeze is not clear yet. An invoice will be submitted to the EPA for design services. Regarding the Meadows connection, there is one easement that is still in process because of probate. Trees in the bat habitat of the easement across the airport property have been removed. The Board asked what will happen with the frozen grant funds; Steve answered that either funds will be unfrozen, or the Administration will cancel the Congressional earmark for funds, and the City will have to look at financing. Eighty percent of the 3.2-million-dollar project was covered by the grant. The project increased capacity for growth for the next 20 years.

**PROPOSALS****7. A PROPOSAL AUTHORIZING THE MAYOR TO EXECUTE ALL NECESSARY DOCUMENTS ON BEHALF OF THE CITY OF WILLARD FOR ADDITIONAL STAFFING**

Planning Director Mike briefly explained that the City needed a Public Information Official (PIO) and a Building Inspector. The City prioritized the PIO position and combined the PIO/City Clerk

Positions. Now the current contracted inspector is retiring, and options are being considered to hire an internal inspector/s instead of outsourcing inspections. Commercial inspections will still be outsourced. Allowing the mayor to execute all necessary documents will give the City flexibility as it searches for candidates for the inspector position, and perhaps future positions. The Board asked that language on a future resolution include a high-end cap on the salary and more specific language.

## RESOLUTIONS

### **8. A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING PARK DIRECTOR JASON KNIGHT TO PURCHASE PRE-OWNED PLAY EQUIPMENT**

City Administrator Wes explained that the \$300 equipment being offered for sale for \$75 and is under the \$500 limit, but that full transparency was desired because an employee was offering the equipment. Parks and Recreation Director Jason described the equipment. Attorney Nate Daley said there are no ethical concerns.

Mayor Smith asked for a motion. Motion was made by Alderman Biellier and seconded by Alderman Lancaster to approve this resolution. Motion carried with a 5-0 vote. Voting Aye: Aldermen Biellier, Hill, Keene, Lancaster, and Wilson.

### **9. A RESOLUTION DEMONSTRATING COMMITMENT TO ENHANCING PUBLIC SAFETY WITHIN THE CITY OF WILLARD, MISSOURI**

City Administrator Wes explained that this resolution is one of a list of several actions that would enable the City to have a Blue Shield designation, showing it is supportive of public safety. The City is already doing many of the other requirements on the Blue Shield action list. The Blue Shield designation opens opportunities for grants for public safety

Mayor Smith asked for a motion. Motion was made by Alderman Lancaster and seconded by Alderman Hill to approve this resolution. Motion carried with a 5-0 vote. Voting Aye Aldermen Biellier, Hill, Keene, Lancaster, and Wilson

## ORDINANCES

### **10. AN ORDINANCE GIVING THE MAYOR AUTHORITY TO ENTER INTO AN AGREEMENT FOR UTILITY TAP CONSIDERATION. (SECOND READ)**

City Administrator Wes reminded the Board that standard ordinance language had been added to this ordinance, but the meaning was unchanged. This ordinance will allow the city to access a permanent utility easement across the Ruesch property. Rather than monetary compensation, the Ruesches will be allowed to tap into the utilities installed there any time in the next 35 years, if they choose to.

Mayor Smith asked Dona to read the ordinance and asked for a motion. Motion was made by Alderman Biellier and seconded by Alderman Lancaster to approve this ordinance. Motion carried with a 5-0 vote. Voting Aye: Aldermen Biellier, Hill, Keene, Lancaster, and Wilson

### **11. AN ORDINANCE ALLOWING THE MAYOR TO ENTER INTO A CONTRACT WITH LANESHIFT FOR CONSULTING SERVICES (FIRST READ)**

Planning and Zoning Director Mike Ruesch explained the consulting services offered by Laneshift. This will help with the Master Transportation Plan for the City. It will cost \$52,000. Money has already been budgeted for these purposes. The Board asked if we had inquired with any other consulting firms, and if we could get some references, because of the amount. They also asked for

a summary of services the consulting firm would be providing. Mike will invite a spokesman to come address the Board; the company is based in Bentonville, close by.

**12. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH AZAVAR AUDIT SOLUTIONS, INC. FOR AUDITING SERVICES (FIRST READ)**

City Administrator Wes explained that Azavar will do an audit to make sure the City is collecting all the funds it is entitled to. Azavar takes it fees from what it collects; if it collects nothing extra, the City pays nothing. When we get our monitor fixed, they would be happy to meet with the Board, remotely.

**13. AN ORDINANCE ESTABLISHING FORMAL POLICY FOR SEASONAL EMPLOYEES OF THE CITY OF WILLARD (FIRST READ)**

City Administrator Wes explained that we are attempting to follow external policies and our internal code and structure the hiring of our seasonal employees accordingly.

**14. AN ORDINANCE AUTHORIZING THE CITY OF WILLARD, MISSOURI, TO ENTER INTO AN AGREEMENT WITH INTERNATIONAL CYBERNETICS COMPANY, LP D/B/A/ IMS INFRASTRUCTURE MANAGEMENT SERVICES FOR THE PAVEMENT MANAGEMENT AND STRUCTURAL TESTING PROJECT, APPROVING THE FEE PROPOSAL AND SCOPE OF WORK, AND AUTHORIZING EXECUTION OF NECESSARY DOCUMENTS (FIRST READ)**

City Administrator Wes reported that our engineers, CJW, recommended this pavement management survey company who will drive all of our roads, measuring and recording them, and create a report. This will allow the City to put together a road plan and best utilize the paving equipment we have acquired.

**CITY ADMINISTRATOR REMARKS**

City Administrator Wes reported that the financial scorecard is now out on the transparency section, and that he is working on periodic budget reports that will be more accessible to the public. \$50,000 is going towards repairs in our water/sewer systems and we can make sure that it is more visible to the public. The sidewalk on New Melville and AB will be finished up soon. Ozark Legislative Priorities has been completed and are asking for a resolution of support, which Wes will research and bring before the Board for discussion. There is no monetary commitment. An annual update of City progress/successes will be available soon. The \$30,000 Green County grant could still be useful for the crack sealer. Chief McClain is presenting to inform the public on the public safety tax that is on the upcoming ballot. City Officials Training is also coming up: there are two sessions available: one on Springfield and one in Jefferson City.

**NEW BUSINESS**

**UNFINISHED BUSINESS**

**ADJOURN MEETING**

Mayor Smith called for a motion to adjourn the meeting. The time was 7:34 pm.

Motion was made by Alderman Hill and seconded by Alderman Biellier to adjourn the meeting. Voting Aye: Aldermen Biellier, Hill, Keene, Lancaster, and Wilson.

**CITY OF WILLARD  
BOARD OF ALDERMEN**



Item # 2.

**AGENDA ITEM #3-b  
FINANCE DEPARTMENT**

**ACTION REQUIRED: APPROVAL REQUESTED**

- **March 2025/April 2025 Outstanding Invoices**



City of Willard, MO

# Expense Approval Report

Item # 2.

By Vendor Name

Post Dates 3/25/2025 - 4/10/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: AMA300 - ALLGEIER, MARTIN &amp; ASSOCIATES, INC</b>					
ALLGEIER, MARTIN & ASSOCIA	7023001-07	04/09/2025	94 LS & FM IMPRVMENTS FY2023 CDS GRNT DESGN - S	20-700-95500	22,479.00
ALLGEIER, MARTIN & ASSOCIA	7020007-177	04/10/2025	PROF FEE REGARDNG ELEVATION CERTS - P&D	10-400-56410	236.00
ALLGEIER, MARTIN & ASSOCIA	7020007-178	04/10/2025	ON-CALL LS D CAP ANLYS - S	20-700-56400	2,210.00
<b>Vendor AMA300 - ALLGEIER, MARTIN &amp; ASSOCIATES, INC Total:</b>					<b>24,925.00</b>
<b>Vendor: REP425 - ALLIED SERVICES, LLC</b>					
ALLIED SERVICES, LLC	7245	04/09/2025	TRASH EXP-ALL	10-100-62300	120.06
ALLIED SERVICES, LLC	7245	04/09/2025	TRASH EXP-ALL	10-200-62300	80.15
ALLIED SERVICES, LLC	7245	04/09/2025	TRASH EXP-ALL	20-600-62300	272.55
ALLIED SERVICES, LLC	7245	04/09/2025	TRASH EXP-ALL	20-700-62300	272.55
ALLIED SERVICES, LLC	7245	04/09/2025	TRASH EXP-ALL	30-800-62300	883.79
ALLIED SERVICES, LLC	8820	04/09/2025	RECYCLE CENTER-S	20-700-57200	132.83
<b>Vendor REP425 - ALLIED SERVICES, LLC Total:</b>					<b>1,761.93</b>
<b>Vendor: ACS100 - AMAZON CAPITAL SERVICES INC</b>					
AMAZON CAPITAL SERVICES I	5436	04/09/2025	DRY ERASE BOARD - PKS	30-800-52000	33.75
AMAZON CAPITAL SERVICES I	60237	04/09/2025	OUTDR LIGHTS, WORK GLOVES, MOUSE TRAP - PKS	30-800-50130	9.98
AMAZON CAPITAL SERVICES I	60237	04/09/2025	OUTDR LIGHTS, WORK GLOVES, MOUSE TRAP - PKS	30-800-50500	142.62
AMAZON CAPITAL SERVICES I	60237	04/09/2025	OUTDR LIGHTS, WORK GLOVES, MOUSE TRAP - PKS	30-800-56500	35.65
AMAZON CAPITAL SERVICES I	80252	04/09/2025	GARAGE STORAGE CABINET WITH WHLS - PKS	30-800-52000	198.00
AMAZON CAPITAL SERVICES I	8226	04/09/2025	TWO WAY RADIO CAMP - PKS	30-800-50177	76.98
AMAZON CAPITAL SERVICES I	8626	04/09/2025	PEDESTRIAN CROSSWALK SIGN - PKS	30-800-50130	73.80
AMAZON CAPITAL SERVICES I	MFQL	04/09/2025	SHEET PROTECTORS, CAMP TOYS, MAGNETS - PKS	30-800-50177	71.02
AMAZON CAPITAL SERVICES I	MFQL	04/09/2025	SHEET PROTECTORS, CAMP TOYS, MAGNETS - PKS	30-800-50700	24.41
AMAZON CAPITAL SERVICES I	16JQ	04/10/2025	BLACK & YLLW TONER CARTRIDGES - GEN	10-100-50700	225.39
AMAZON CAPITAL SERVICES I	3PMW	04/10/2025	PATCH CABLES - GEN/LAW/PKS/PW	10-100-95500	14.11
AMAZON CAPITAL SERVICES I	3PMW	04/10/2025	PATCH CABLES - GEN/LAW/PKS/PW	10-200-95500	14.11
AMAZON CAPITAL SERVICES I	3PMW	04/10/2025	PATCH CABLES - GEN/LAW/PKS/PW	10-300-95500	2.82
AMAZON CAPITAL SERVICES I	3PMW	04/10/2025	PATCH CABLES - GEN/LAW/PKS/PW	20-600-95500	5.64
AMAZON CAPITAL SERVICES I	3PMW	04/10/2025	PATCH CABLES - GEN/LAW/PKS/PW	20-700-95500	5.64
AMAZON CAPITAL SERVICES I	3PMW	04/10/2025	PATCH CABLES - GEN/LAW/PKS/PW	30-800-95500	14.11
AMAZON CAPITAL SERVICES I	4MCP	04/10/2025	UPS SYS, BNCH SEAT CVR, TRSH GRABBERS - STS	10-300-52000	312.03
AMAZON CAPITAL SERVICES I	7H9D	04/10/2025	DD DANCE DECOR,CUPS,PLATES,NAPKNS, BALLOONS-PKS	30-800-50170	433.23
AMAZON CAPITAL SERVICES I	7QNP	04/10/2025	MISC SPC EVNT,BATT,DR ALRMS,BULBS,WTHR RADIOS- PKS	30-800-50130	22.44
AMAZON CAPITAL SERVICES I	7QNP	04/10/2025	MISC SPC EVNT,BATT,DR ALRMS,BULBS,WTHR RADIOS- PKS	30-800-50170	384.57

## Expense Approval Report 1

Post Dates: 3/25/2025 Item # 2. 15

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
AMAZON CAPITAL SERVICES I	7QNP	04/10/2025	MISC SPC EVNT,BATT,DR ALRMS,BULBS,WTHR RADIOS- PKS	30-800-50500	98.57
AMAZON CAPITAL SERVICES I	7QNP	04/10/2025	MISC SPC EVNT,BATT,DR ALRMS,BULBS,WTHR RADIOS- PKS	30-800-50700	68.06
AMAZON CAPITAL SERVICES I	9CF6	04/10/2025	ZERO OXY CALBRTN SOLUTION - S	20-700-51050	30.37
AMAZON CAPITAL SERVICES I	DDNV	04/10/2025	ZERO OXYGEN CALBRTN SOLUTION - S	20-700-51000	25.29
AMAZON CAPITAL SERVICES I	DMFJ	04/10/2025	MOWER BLADES, MWR DECK BELTS - PKS	30-800-71100	359.87
AMAZON CAPITAL SERVICES I	F3KQ	04/10/2025	5 TIER STORAGE SHELIVING - GEN	10-100-52000	49.91
AMAZON CAPITAL SERVICES I	J36N	04/10/2025	PH METER TESTER, TEST KIT FOR PONDS- S	20-700-51000	282.04
AMAZON CAPITAL SERVICES I	KTVH	04/10/2025	4PK EMERGENCY LIGHT KIT - STS/W/S	10-300-71000	3.84
AMAZON CAPITAL SERVICES I	KTVH	04/10/2025	4PK EMERGENCY LIGHT KIT - STS/W/S	20-600-71000	7.67
AMAZON CAPITAL SERVICES I	KTVH	04/10/2025	4PK EMERGENCY LIGHT KIT - STS/W/S	20-700-71000	7.68
AMAZON CAPITAL SERVICES I	MLTN	04/10/2025	HANDICAPPED PARK SIGN - GEN	10-100-50130	27.98
AMAZON CAPITAL SERVICES I	NQ1P	04/10/2025	MOUSE TRAP LID FOR BUCKET - PKS	30-800-50550	9.98
AMAZON CAPITAL SERVICES I	PGCT	04/10/2025	WALL LIGHT UP PLAQUE FOR PAL - LAW	10-200-50130	72.39
AMAZON CAPITAL SERVICES I	Q9GF	04/10/2025	CLEANR, MARINE GREASE, BRSH CLN SET, STRTR	20-700-51050	159.78
AMAZON CAPITAL SERVICES I	YHYG	04/10/2025	GLVS, TIRE ASSMBLIES, WHITBRD, WALL LGHTS-PKS	30-800-50500	301.74
AMAZON CAPITAL SERVICES I	YHYG	04/10/2025	GLVS, TIRE ASSMBLIES, WHITBRD, WALL LGHTS-PKS	30-800-50700	26.76
AMAZON CAPITAL SERVICES I	YHYG	04/10/2025	GLVS, TIRE ASSMBLIES, WHITBRD, WALL LGHTS-PKS	30-800-56500	71.30
AMAZON CAPITAL SERVICES I	YHYG	04/10/2025	GLVS, TIRE ASSMBLIES, WHITBRD, WALL LGHTS-PKS	30-800-71100	188.09
Vendor ACS100 - AMAZON CAPITAL SERVICES INC Total:					3,891.62
Vendor: BVM100 - AMERICAN TRAILER & STORAGE, INC.					
AMERICAN TRAILER & STORA	9595	04/09/2025	STORAGE CONTAINER RENTALS - PKS	30-800-55850	305.00
AMERICAN TRAILER & STORA	9596	04/09/2025	STORAGE CONTAINER RENTAL - PKS	30-800-55850	115.00
Vendor BVM100 - AMERICAN TRAILER & STORAGE, INC. Total:					420.00
Vendor: ACU100 - ANGELA CUNNINGHAM					
ANGELA CUNNINGHAM	2-8 KIDS	04/10/2025	PAINT CLASS INSTRUCTOR PYMENT - PKS	30-800-47100	157.50
Vendor ACU100 - ANGELA CUNNINGHAM Total:					157.50
Vendor: AWN100 - ARROW NETWORKS					
ARROW NETWORKS	18154	04/10/2025	INTERNET CITY HALL/REC CENTER/PW-GEN/PKS/STS/W	10-100-61050	2,589.18
ARROW NETWORKS	18154	04/10/2025	INTERNET CITY HALL/REC CENTER/PW-GEN/PKS/STS/W	10-300-61050	139.80
ARROW NETWORKS	18154	04/10/2025	INTERNET CITY HALL/REC CENTER/PW-GEN/PKS/STS/W	20-600-61050	279.60
ARROW NETWORKS	18154	04/10/2025	INTERNET CITY HALL/REC CENTER/PW-GEN/PKS/STS/W	20-700-61050	279.60
ARROW NETWORKS	18154	04/10/2025	INTERNET CITY HALL/REC CENTER/PW-GEN/PKS/STS/W	30-800-61050	699.00
Vendor AWN100 - ARROW NETWORKS Total:					3,987.18

## Expense Approval Report 1

Post Dates: 3/25/25 Item # 2. 25

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: BGT100 - BREAK GROUND TECHNOLOGIES</b>					
BREAK GROUND TECHNOLOGI	198FE1FO-0001	04/10/2025	AI SOFTWARE TO SEARCH CODES - P&D	10-400-57400	4,000.00
<b>Vendor BGT100 - BREAK GROUND TECHNOLOGIES Total:</b>					<b>4,000.00</b>
<b>Vendor: BWI200 - BULK WASTE LLC d/b/a BWI SANITATION</b>					
BULK WASTE LLC d/b/a BWI S	13730	04/09/2025	TOILET RENTAL SERVICES JSP - PKS	30-800-55850	457.80
BULK WASTE LLC d/b/a BWI S	3289	04/09/2025	TOILET RENTALS JSP - PKS	30-800-55850	457.80
<b>Vendor BWI200 - BULK WASTE LLC d/b/a BWI SANITATION Total:</b>					<b>915.60</b>
<b>Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES</b>					
COMMERCE CREDIT CARD SE	1350	04/09/2025	EVENTFUL RENTL RED CARPT, POSTS/ROPES DD DNC-PKS	30-800-50170	92.30
COMMERCE CREDIT CARD SE	168009	04/09/2025	EVER WILDE FARMS FLOWER SEEDS LANDSCPNG - PKS	30-800-50110	61.84
COMMERCE CREDIT CARD SE	2573	04/09/2025	GFOA - CONFERENCE HALVERSON & HUDDLE - GEN	10-100-56960	350.00
COMMERCE CREDIT CARD SE	2574	04/09/2025	GFOA - ACCOUNTNG	10-100-56960	300.00
COMMERCE CREDIT CARD SE	3276	04/09/2025	ACADEMY G. MOUNT - GEN	30-800-50110	113.75
COMMERCE CREDIT CARD SE	6091	04/09/2025	PRAIRIE MOON NRSRY FLOWER SEEDS LANDSCPNG -	10-100-50750	12.79
COMMERCE CREDIT CARD SE	6875	04/09/2025	STAMPS.COM MONTHLY FEE- GEN	30-800-55200	103.00
COMMERCE CREDIT CARD SE	9978	04/09/2025	OTC PRINTNG OF SPONSORSHIP GUIDES - PKS	30-800-50110	35.19
COMMERCE CREDIT CARD SE	CONF MOUNT	04/09/2025	MO WILDFLWR NURSERY FLOWER SEEDS LANDSCPNG- PKS	10-100-56960	175.00
COMMERCE CREDIT CARD SE	D&E 2	04/09/2025	GFOA - CONFERENCE G. MOUNT - GEN	30-800-50170	250.00
COMMERCE CREDIT CARD SE	E-352923	04/09/2025	D&E MUSIC DJ DADDY DAUGHTER DANCE - PKS	20-700-50130	529.16
COMMERCE CREDIT CARD SE	SO407724	04/09/2025	E-RIGGING WIRE ROPE,SNATCH BLOCKS,STEEL	10-300-50130	343.00
COMMERCE CREDIT CARD SE	3-11	04/10/2025	GOEDECKE FLOAT, BRACKETS, FLOAT HANDLES-STs	10-100-50750	24.12
COMMERCE CREDIT CARD SE	3-11	04/10/2025	STAMPS.COM POSTAGE-ALL	10-200-50750	2.15
COMMERCE CREDIT CARD SE	3-11	04/10/2025	STAMPS.COM POSTAGE-ALL	10-250-50750	47.04
COMMERCE CREDIT CARD SE	3-11	04/10/2025	STAMPS.COM POSTAGE-ALL	10-400-50750	9.04
COMMERCE CREDIT CARD SE	3-11	04/10/2025	STAMPS.COM POSTAGE-ALL	20-600-50750	9.52
COMMERCE CREDIT CARD SE	3-11	04/10/2025	STAMPS.COM POSTAGE-ALL	20-700-50750	8.13
COMMERCE CREDIT CARD SE	3-26	04/10/2025	HARBOR FREIGHT	30-800-52000	44.98
COMMERCE CREDIT CARD SE	3-28	04/10/2025	OSCILLATING MULTI-TOOL & PLY IT AGN SPRTS	30-800-50180	160.00
COMMERCE CREDIT CARD SE	90736	04/10/2025	JR/MEN/WOMEN ITEMS - PKS	30-800-50500	19.39
COMMERCE CREDIT CARD SE	9378	04/10/2025	HRB FRT HOOKS FOR GYM LIGHTS - PKS	30-800-50170	323.40
COMMERCE CREDIT CARD SE	9833-001	04/10/2025	FABRIC WHOLESale MATERIAL FOR TABLECLOTHS-	10-300-50200	575.64
COMMERCE CREDIT CARD SE	ADDTL	04/10/2025	SITEONE STRAW FOR MAIN ST WTR REPR CLEAN UP - STS	30-800-50170	320.58
<b>Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total:</b>					<b>3,910.02</b>
<b>Vendor: CONCO170 - CONCO COMPANIES</b>					
CONCO COMPANIES	3141	04/09/2025	5/8" COMM STN, 1" DIRTY BSE, AGSAND - CWBY CH - W	20-600-51000	350.52
CONCO COMPANIES	3462	04/09/2025	3/4 AE CLASS A RIVER RCK - AB SIDEWALK PROJ-STs	10-300-51000	1,563.04
CONCO COMPANIES	7921	04/09/2025	1" DIRTY BASE, AGSAND- SEWER LK MAIN ST - S	20-700-51000	79.13

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CONCO COMPANIES	7963	04/09/2025	5/8" COMM STONE , AGSAND - SEWER LK MAIN ST - S	20-700-51000	103.17
Vendor CON170 - CONCO COMPANIES Total:					2,095.86
Vendor: TDE100 - DAILY EVENTS, THE					
DAILY EVENTS, THE	3-28	04/09/2025	ADV PUBLIC HEAR-P&D	10-400-55200	75.00
Vendor TDE100 - DAILY EVENTS, THE Total:					75.00
Vendor: DCA100 - DANIELLE CALE					
DANIELLE CALE	4-2	04/10/2025	REIM WIPER FLD O'REILLY CAR #4 - LAW	10-200-71000	6.79
Vendor DCA100 - DANIELLE CALE Total:					6.79
Vendor: DAV100 - DAVID DORAN,ATTORNEY AT LAW					
DAVID DORAN,ATTORNEY AT L	3-31	04/09/2025	MUNICIPAL JUDGE FEES - CT	10-250-56400	900.00
Vendor DAV100 - DAVID DORAN,ATTORNEY AT LAW Total:					900.00
Vendor: DNS100 - DNS EQUIPMENT LLC					
DNS EQUIPMENT LLC	25-1145	04/10/2025	SODIUM HYPOCHLORITE SOLUTION - WELL MAINT - W	20-600-50000	1,022.66
Vendor DNS100 - DNS EQUIPMENT LLC Total:					1,022.66
Vendor: EMM100 - EMILY MILLS					
EMILY MILLS	1	04/09/2025	FOAM AXE THROWNG SET, OVRSDZD CONNCT 4 GAME-PK	30-800-50177	75.00
Vendor EMM100 - EMILY MILLS Total:					75.00
Vendor: FED100 - FEDERAL PROTECTION INC					
FEDERAL PROTECTION INC	6287	04/09/2025	QRTLY SECURITY MONITORING - PKS	30-800-56450	165.00
Vendor FED100 - FEDERAL PROTECTION INC Total:					165.00
Vendor: FRA555 - FIRST RESPONDER OUTFITTERS, INC					
FIRST RESPONDER OUTFITTER	19025-2	04/09/2025	SEW ON PATCHES A. HICKCOX - LAW	10-200-92500	6.00
Vendor FRA555 - FIRST RESPONDER OUTFITTERS, INC Total:					6.00
Vendor: GNC100 - GENERAL CODE INC					
GENERAL CODE INC	40549	04/09/2025	CODE BOOK SUPPLEMENTAL - GEN	10-100-50700	1,703.00
Vendor GNC100 - GENERAL CODE INC Total:					1,703.00
Vendor: GCO100 - GOVCONNECTIONS INC					
GOVCONNECTIONS INC	SALES QUOTE	03/26/2025	ACROBAT PRO TEAM (1) LICENSE - GEN	10-100-57400	263.89
GOVCONNECTIONS INC	4953	04/10/2025	MCRSFT 365/DEFENDR ADDTL - GEN/PKS/CT/P&D/LAW/PW	10-100-57400	51.06
GOVCONNECTIONS INC	4953	04/10/2025	MCRSFT 365/DEFENDR ADDTL - GEN/PKS/CT/P&D/LAW/PW	10-200-57400	48.63
GOVCONNECTIONS INC	4953	04/10/2025	MCRSFT 365/DEFENDR ADDTL - GEN/PKS/CT/P&D/LAW/PW	10-250-57400	7.29
GOVCONNECTIONS INC	4953	04/10/2025	MCRSFT 365/DEFENDR ADDTL - GEN/PKS/CT/P&D/LAW/PW	10-300-57400	14.59
GOVCONNECTIONS INC	4953	04/10/2025	MCRSFT 365/DEFENDR ADDTL - GEN/PKS/CT/P&D/LAW/PW	10-400-57400	9.73
GOVCONNECTIONS INC	4953	04/10/2025	MCRSFT 365/DEFENDR ADDTL - GEN/PKS/CT/P&D/LAW/PW	20-600-57400	53.50
GOVCONNECTIONS INC	4953	04/10/2025	MCRSFT 365/DEFENDR ADDTL - GEN/PKS/CT/P&D/LAW/PW	20-700-57400	19.45
GOVCONNECTIONS INC	4953	04/10/2025	MCRSFT 365/DEFENDR ADDTL - GEN/PKS/CT/P&D/LAW/PW	30-800-57400	38.91
GOVCONNECTIONS INC	70616	04/10/2025	EXT WARR ON NEW EQUIPMENT -	10-100-95500	650.10
GOVCONNECTIONS INC	70616	04/10/2025	GEN/LAW/PKS/PW EXT WARR ON NEW EQUIPMENT -	10-200-95500	650.10
GEN/LAW/PKS/PW					



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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
GOVCONNECTIONS INC	70616	04/10/2025	EXT WARR ON NEW EQUIPMENT - GEN/LAW/PKS/PW	10-300-95500	130.02
GOVCONNECTIONS INC	70616	04/10/2025	EXT WARR ON NEW EQUIPMENT - GEN/LAW/PKS/PW	20-600-95500	260.04
GOVCONNECTIONS INC	70616	04/10/2025	EXT WARR ON NEW EQUIPMENT - GEN/LAW/PKS/PW	20-700-95500	260.04
GOVCONNECTIONS INC	70616	04/10/2025	EXT WARR ON NEW EQUIPMENT - GEN/LAW/PKS/PW	30-800-95500	650.10
Vendor GCO100 - GOVCONNECTIONS INC Total:					3,107.45
Vendor: HAM100 - HAMMERHEAD TRENCHLESS					
HAMMERHEAD TRENCHLESS	8179	04/09/2025	FLW THRU PCKR, PSH RODS, AIR RGLTR, FLX ADPTRS-S	20-700-51050	5,925.60
Vendor HAM100 - HAMMERHEAD TRENCHLESS Total:					5,925.60
Vendor: HAR160 - HARRY COOPER SUPPLY COMPANY INC					
HARRY COOPER SUPPLY COM	3477.001	04/09/2025	PLUMBING PARTS FOR POOL REPAIR - PKS	30-800-50500	76.64
HARRY COOPER SUPPLY COM	4335.001	04/09/2025	PLUMBING PARTS REPAIR POOL - PKS	30-800-50500	122.25
HARRY COOPER SUPPLY COM	4335.002	04/09/2025	PLUMBING PARTS REPAIR POOL- PKS	30-800-50500	862.20
Vendor HAR160 - HARRY COOPER SUPPLY COMPANY INC Total:					1,061.09
Vendor: HER100 - HERITAGE TRACTOR, INC					
HERITAGE TRACTOR, INC	2960	04/09/2025	THERMOSTAT, GASKET FOR TRACTOR - PKS	30-800-71100	34.92
HERITAGE TRACTOR, INC	6027	04/09/2025	SENSOR FOR MOWER SPARTAN - PKS	30-800-71100	38.62
Vendor HER100 - HERITAGE TRACTOR, INC Total:					73.54
Vendor: HIL100 - HILLYARD INC/ SPRINGFIELD					
HILLYARD INC/ SPRINGFIELD	9861	04/09/2025	HAND SOAP, TISSUE, PAPER TOWELS - PKS	30-800-50550	686.67
Vendor HIL100 - HILLYARD INC/ SPRINGFIELD Total:					686.67
Vendor: JDW100 - JD WALLACE CONTRACTING LLC					
JD WALLACE CONTRACTING L	1574-01	04/10/2025	TREE FELLING/REMOVL MEADOWS - S	20-700-95100	4,064.48
Vendor JDW100 - JD WALLACE CONTRACTING LLC Total:					4,064.48
Vendor: KKR100 - KIMBERLY KRAMER					
KIMBERLY KRAMER	10002	04/09/2025	TRAFFIC CONES - STS	10-300-50130	700.00
Vendor KKR100 - KIMBERLY KRAMER Total:					700.00
Vendor: LOS200 - LAKELAND OFFICE SYSTEMS INC					
LAKELAND OFFICE SYSTEMS I	7631	04/10/2025	COPIES-ALL	10-100-50700	184.41
LAKELAND OFFICE SYSTEMS I	7631	04/10/2025	COPIES-ALL	10-200-50700	51.88
LAKELAND OFFICE SYSTEMS I	7631	04/10/2025	COPIES-ALL	10-250-50700	37.63
LAKELAND OFFICE SYSTEMS I	7631	04/10/2025	COPIES-ALL	10-400-50700	23.83
LAKELAND OFFICE SYSTEMS I	7631	04/10/2025	COPIES-ALL	20-600-50700	143.15
LAKELAND OFFICE SYSTEMS I	7631	04/10/2025	COPIES-ALL	20-700-50700	143.15
LAKELAND OFFICE SYSTEMS I	7631	04/10/2025	COPIES-ALL	30-800-50700	66.92
Vendor LOS200 - LAKELAND OFFICE SYSTEMS INC Total:					650.97
Vendor: LML100 - LAUBER AND ASSOCIATES MUNICIPAL LAW LLC					
LAUBER AND ASSOCIATES MU	2025 COTS	04/09/2025	CITY OFFICIALS TRAINING SMITH, KEENE, & HILL - GEN	10-100-56940	105.00
LAUBER AND ASSOCIATES MU	29986	04/09/2025	CITY PROSECUTOR FEES - LAW	10-200-56400	6,005.50
LAUBER AND ASSOCIATES MU	29987	04/09/2025	IWORQ LEGAL ISSUE - P&D	10-400-56200	824.50
LAUBER AND ASSOCIATES MU	29985	04/10/2025	CITY ATTY FEES - ALL	10-100-56200	2,510.97
LAUBER AND ASSOCIATES MU	29985	04/10/2025	CITY ATTY FEES - ALL	10-400-56400	1,457.81
LAUBER AND ASSOCIATES MU	29985	04/10/2025	CITY ATTY FEES - ALL	20-600-56400	388.73
LAUBER AND ASSOCIATES MU	29985	04/10/2025	CITY ATTY FEES - ALL	20-700-56400	1,188.24

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LAUBER AND ASSOCIATES MU	29985	04/10/2025	CITY ATTY FEES - ALL	30-800-56400	555.75
<b>Vendor LML100 - LAUBER AND ASSOCIATES MUNICIPAL LAW LLC Total:</b>					<b>13,036.50</b>
<b>Vendor: LEG250 - LEGALSHIELD</b>					
LEGALSHIELD	3-25	04/09/2025	GROUP INS MCCLAIN & SHIPLEY-LAW	10-200-93000	29.90
<b>Vendor LEG250 - LEGALSHIELD Total:</b>					<b>29.90</b>
<b>Vendor: EMP210 - LIBERTY UTILITIES-EMPIRE DISTRICT</b>					
LIBERTY UTILITIES-EMPIRE DIS	3-31	04/10/2025	ELECTRIC UTILITIES-S	20-700-62000	95.31
<b>Vendor EMP210 - LIBERTY UTILITIES-EMPIRE DISTRICT Total:</b>					<b>95.31</b>
<b>Vendor: LOW505 - LOWE'S CREDIT SERVICES</b>					
LOWE'S CREDIT SERVICES	87663	04/09/2025	WATER BOWL, DOG FOOD - S	20-700-50130	40.82
LOWE'S CREDIT SERVICES	75352	04/10/2025	LETTRS,HRD HAT,STEEL STAKES,CNCRT CAP BLOCKS-STs/W	10-300-50130	111.50
LOWE'S CREDIT SERVICES	75352	04/10/2025	LETTRS,HRD HAT,STEEL STAKES,CNCRT CAP BLOCKS-STs/W	20-600-50130	45.10
LOWE'S CREDIT SERVICES	91960	04/10/2025	PARTS FOR BACKBOARD REPAIR - PKS	30-800-50500	37.14
<b>Vendor LOW505 - LOWE'S CREDIT SERVICES Total:</b>					<b>234.56</b>
<b>Vendor: BSW100 - MARCUS GALEN BEYER</b>					
MARCUS GALEN BEYER	1-30	04/09/2025	94 LIFT STA BACK FLOW TEST - S	20-700-51000	95.00
MARCUS GALEN BEYER	1766	04/10/2025	BACKFLOW TEST POOL - PKS	30-800-50500	115.00
<b>Vendor BSW100 - MARCUS GALEN BEYER Total:</b>					<b>210.00</b>
<b>Vendor: MATM100 - MATERIALS MANAGEMENT</b>					
MATERIALS MANAGEMENT	20302	04/09/2025	5/8" COMM STONE-COWBOY CHURCH PROJECT-W	20-600-51000	554.21
MATERIALS MANAGEMENT	5302	04/09/2025	TOPSOIL - AB SIDEWALK PROJECT CLEAN UP - STS	10-300-51000	330.00
<b>Vendor MATM100 - MATERIALS MANAGEMENT Total:</b>					<b>884.21</b>
<b>Vendor: MPI150 - MELTON PROPANE, INC.</b>					
MELTON PROPANE, INC.	47258	04/09/2025	PROPANE POLICE STATION - LAW	10-200-62100	230.13
<b>Vendor MPI150 - MELTON PROPANE, INC. Total:</b>					<b>230.13</b>
<b>Vendor: MRT100 - MERIT ELECTRICAL LLC</b>					
MERIT ELECTRICAL LLC	214	04/09/2025	TROUBLE SHOOT LIFT STATION B - S	20-700-51000	150.00
<b>Vendor MRT100 - MERIT ELECTRICAL LLC Total:</b>					<b>150.00</b>
<b>Vendor: MEM100 - MISSOURI EMPLOYERS MUTUAL</b>					
MISSOURI EMPLOYERS MUTU	6300	04/09/2025	WORKMANS COMP INS-GEN/PW/PKS	10-16000	2,264.80
MISSOURI EMPLOYERS MUTU	6300	04/09/2025	WORKMANS COMP INS-GEN/PW/PKS	20-16000	1,445.61
MISSOURI EMPLOYERS MUTU	6300	04/09/2025	WORKMANS COMP INS-GEN/PW/PKS	30-16000	1,108.30
<b>Vendor MEM100 - MISSOURI EMPLOYERS MUTUAL Total:</b>					<b>4,818.71</b>
<b>Vendor: MOC100 - MISSOURI ONE CALL SYSTEM, INC</b>					
MISSOURI ONE CALL SYSTEM,	30322	04/09/2025	PROF LOCATE FEES-W/S	20-600-56400	133.65
MISSOURI ONE CALL SYSTEM,	30322	04/09/2025	PROF LOCATE FEES-W/S	20-700-56400	133.65
<b>Vendor MOC100 - MISSOURI ONE CALL SYSTEM, INC Total:</b>					<b>267.30</b>
<b>Vendor: MIS440 - MISSOURI RURAL WATER ASSOC</b>					
MISSOURI RURAL WATER ASS	2025 VOL LEGIS	04/09/2025	2025 VOL LEGISLATIVE ASSESSMNT-W	20-600-55800	675.00
<b>Vendor MIS440 - MISSOURI RURAL WATER ASSOC Total:</b>					<b>675.00</b>

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: MMET100 - MMET INC</b>					
MMET INC	148574	04/09/2025	WTR TESTING-COWBOY CH PROJECT - W	20-600-50200	28.00
<b>Vendor MMET100 - MMET INC Total:</b>					<b>28.00</b>
<b>Vendor: MOC300 - MOCCFOA</b>					
MOCCFOA	RH	04/10/2025	MEMBERSHIP DUES R. HANSEN - GEN	10-100-55800	30.00
<b>Vendor MOC300 - MOCCFOA Total:</b>					<b>30.00</b>
<b>Vendor: NET100 - NETWATCH INC</b>					
NETWATCH INC	31439	04/09/2025	SECURITY CAMERAS TRBLSHT & REPR - LAW	10-200-71100	225.00
<b>Vendor NET100 - NETWATCH INC Total:</b>					<b>225.00</b>
<b>Vendor: HYP100 - NITEL LLC</b>					
NITEL LLC	621816	04/10/2025	INTERNET-LAW	10-200-61050	732.59
<b>Vendor HYP100 - NITEL LLC Total:</b>					<b>732.59</b>
<b>Vendor: ORE145 - O'REILLY AUTOMOTIVE, INC</b>					
O'REILLY AUTOMOTIVE, INC	7705	04/09/2025	OIL & FILTERS JD TRACTOR, SHOP TOWELS-PKS	30-800-71100	81.57
O'REILLY AUTOMOTIVE, INC	7793	04/09/2025	5GAL HYDRL OIL - JETTER REPAIR - S	20-700-71100	74.99
O'REILLY AUTOMOTIVE, INC	7877	04/09/2025	OIL, HYDRL OIL, FILTR, SILIC SEALNT, NITR GLVS-PKS	30-800-71100	127.59
O'REILLY AUTOMOTIVE, INC	7933	04/09/2025	ANTIFRZ FOR TRACTORS & JD MOWER - PKS	30-800-71100	24.00
O'REILLY AUTOMOTIVE, INC	8692	04/09/2025	5GAL HYDRL OIL, FUNNEL - LAGOON PUMP MAINT - S	20-700-51000	156.47
O'REILLY AUTOMOTIVE, INC	8848	04/09/2025	WIPER BLADES FOR TRK # 202 - STS / W / S	10-300-71000	15.20
O'REILLY AUTOMOTIVE, INC	8848	04/09/2025	WIPER BLADES FOR TRK # 202 - STS / W / S	20-600-71000	30.39
O'REILLY AUTOMOTIVE, INC	8848	04/09/2025	WIPER BLADES FOR TRK # 202 - STS / W / S	20-700-71000	30.39
O'REILLY AUTOMOTIVE, INC	9139	04/09/2025	HYD HOSE, MEGACRIMP, 32OZ BRK FLUID -JETTER - S	20-700-71100	40.60
O'REILLY AUTOMOTIVE, INC	9308	04/09/2025	5GAL HYDRL OIL, BATT TERM, TERMINL-JETTER REPR-S	20-700-71100	113.97
O'REILLY AUTOMOTIVE, INC	9469	04/09/2025	ANTIFREEZE - PKS	30-800-71100	22.99
O'REILLY AUTOMOTIVE, INC	210038	04/10/2025	BRAKE CLNR, CARB CLNR, CLAMPS FOR FUEL TNK - PKS	30-800-71100	18.35
O'REILLY AUTOMOTIVE, INC	210043	04/10/2025	CONNECTOR FOR TRAILER - PKS	30-800-71100	9.34
<b>Vendor ORE145 - O'REILLY AUTOMOTIVE, INC Total:</b>					<b>745.85</b>
<b>Vendor: PTI100 - PERFECTINT LLC</b>					
PERFECTINT LLC	4-4	04/10/2025	TINT WINDOWS REC CTR - PK	30-800-50500	3,146.00
<b>Vendor PTI100 - PERFECTINT LLC Total:</b>					<b>3,146.00</b>
<b>Vendor: GEM200 - PETTY CASH - GENIA MOUNT</b>					
PETTY CASH - GENIA MOUNT	LAW	04/10/2025	PETTY CASH REIMBURSEMENT - LAW	10-200-50130	32.90
PETTY CASH - GENIA MOUNT	LAW	04/10/2025	PETTY CASH REIMBURSEMENT - LAW	10-200-50550	7.03
PETTY CASH - GENIA MOUNT	LAW	04/10/2025	PETTY CASH REIMBURSEMENT - LAW	10-200-71000	5.50
<b>Vendor GEM200 - PETTY CASH - GENIA MOUNT Total:</b>					<b>45.43</b>
<b>Vendor: POW100 - POWERS INSURANCE &amp; RISK MANAGEMENT</b>					
POWERS INSURANCE & RISK	12667	04/10/2025	NOTARY BOND R. HANSEN - GEN	10-100-56000	50.00
<b>Vendor POW100 - POWERS INSURANCE &amp; RISK MANAGEMENT Total:</b>					<b>50.00</b>
<b>Vendor: PTS100 - PURCELL TIRE &amp; SERVICE CENTERS</b>					
PURCELL TIRE & SERVICE CEN	1140	04/09/2025	TIRE FOR WATER TRUCK - W	20-600-71000	279.25

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PURCELL TIRE & SERVICE CEN	70640	04/09/2025	TYRFIL LIQD, AIR/WTR VALV STEMS-ST5/W/S	10-300-71100	242.96
PURCELL TIRE & SERVICE CEN	70640	04/09/2025	TYRFIL LIQD, AIR/WTR VALV STEMS-ST5/W/S	20-600-71100	485.92
PURCELL TIRE & SERVICE CEN	70640	04/09/2025	TYRFIL LIQD, AIR/WTR VALV STEMS-ST5/W/S	20-700-71100	485.92
Vendor PTS100 - PURCELL TIRE & SERVICE CENTERS Total:					1,494.05
<b>Vendor: RAN175 - RANDALL A. BROWN</b>					
RANDALL A. BROWN	167289	04/09/2025	BLDG INSPECTIONS & ZONING CONSLT - P&D	10-400-56450	1,275.00
Vendor RAN175 - RANDALL A. BROWN Total:					1,275.00
<b>Vendor: RH100 - REBECCA HANSEN</b>					
REBECCA HANSEN	4-3	04/10/2025	REIM RECORDING OF EASEMENT DOC GREENE CO-	20-600-56400	47.78
Vendor RH100 - REBECCA HANSEN Total:					47.78
<b>Vendor: REX380 - REX SMITH OIL CO.</b>					
REX SMITH OIL CO.	127003	04/09/2025	DIESEL FUEL LAGOON FR 101 - S	20-700-70100	311.05
Vendor REX380 - REX SMITH OIL CO. Total:					311.05
<b>Vendor: RCU100 - RONS CUSTOM INTERIORS</b>					
RONS CUSTOM INTERIORS	9243	04/10/2025	RECOVER CUSHIONS ON GYM EQUIPMENT - PKS	30-800-50400	800.00
Vendor RCU100 - RONS CUSTOM INTERIORS Total:					800.00
<b>Vendor: LIN200 - ROTA L. STONEHOUSE</b>					
ROTA L. STONEHOUSE	033125	04/09/2025	DATA COMPILATION- GEN/CT/LAW/PW	10-100-55600	30.00
ROTA L. STONEHOUSE	033125	04/09/2025	DATA COMPILATION- GEN/CT/LAW/PW	10-200-55600	15.00
ROTA L. STONEHOUSE	033125	04/09/2025	DATA COMPILATION- GEN/CT/LAW/PW	10-250-56400	15.00
ROTA L. STONEHOUSE	033125	04/09/2025	DATA COMPILATION- GEN/CT/LAW/PW	20-700-55600	30.00
Vendor LIN200 - ROTA L. STONEHOUSE Total:					90.00
<b>Vendor: SPS150 - SCHENDEL PEST SERVICES</b>					
SCHENDEL PEST SERVICES	1676	04/09/2025	PEST CONTROL-ALL	10-100-50130	25.00
SCHENDEL PEST SERVICES	1676	04/09/2025	PEST CONTROL-ALL	10-200-50130	35.00
SCHENDEL PEST SERVICES	1676	04/09/2025	PEST CONTROL-ALL	10-250-50130	5.00
SCHENDEL PEST SERVICES	1676	04/09/2025	PEST CONTROL-ALL	10-300-50130	10.00
SCHENDEL PEST SERVICES	1676	04/09/2025	PEST CONTROL-ALL	10-400-50130	5.00
SCHENDEL PEST SERVICES	1676	04/09/2025	PEST CONTROL-ALL	20-600-50130	30.00
SCHENDEL PEST SERVICES	1676	04/09/2025	PEST CONTROL-ALL	20-700-50130	30.00
SCHENDEL PEST SERVICES	1676	04/09/2025	PEST CONTROL-ALL	30-800-50130	40.00
Vendor SPS150 - SCHENDEL PEST SERVICES Total:					180.00
<b>Vendor: SMCO - SOUTHWEST MISSOURI CODE OFFICIALS</b>					
SOUTHWEST MISSOURI CODE	3-6	04/10/2025	MEMBERSHIP M. RUESCH - P&D	10-400-55800	75.00
Vendor SMCO - SOUTHWEST MISSOURI CODE OFFICIALS Total:					75.00
<b>Vendor: MIS315 - SPIRE</b>					
SPIRE	108 APR	04/10/2025	UTIL EXP GAS-W	20-600-62100	108.07
SPIRE	125 APR	04/10/2025	UTIL EXP GAS-S	20-700-62100	55.65
SPIRE	133 APR	04/10/2025	UTIL EXP GAS REC CNTR-PKS	30-800-62100	241.25
SPIRE	220 APR	04/10/2025	UTIL EXP GAS COMM BLDG- PKS	30-800-62100	142.21
SPIRE	224 APR	04/10/2025	UTIL EXP GAS CITY HALL-GEN	10-100-62100	88.95
Vendor MIS315 - SPIRE Total:					636.13
<b>Vendor: GCH100 - SPRINGFIELD ANIMAL CONTROL</b>					
SPRINGFIELD ANIMAL CONTR	11	04/10/2025	ANIMAL IMPOUND FEES-LAW	10-200-56400	40.00
Vendor GCH100 - SPRINGFIELD ANIMAL CONTROL Total:					40.00

## Expense Approval Report 1

Post Dates: 3/25/25 Item # 2. 25

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: GCT100 - SPRINGFIELD GREENE COUNTY OFFICE OF EM</b>					
SPRINGFIELD GREENE COUNT	2024 3RD QTR	04/09/2025	SERV 3rd QTR 2024-EM	10-500-55600	4,334.00
<b>Vendor GCT100 - SPRINGFIELD GREENE COUNTY OFFICE OF EM Total:</b>					<b>4,334.00</b>
<b>Vendor: SPM100 - SPRINGFIELD MOW LLC</b>					
SPRINGFIELD MOW LLC	9355	04/09/2025	BB1 MOWER REPAIR - PKS	30-800-71100	1,523.02
SPRINGFIELD MOW LLC	9356	04/09/2025	BB2 MOWER REPAIR - PKS	30-800-71100	695.68
<b>Vendor SPM100 - SPRINGFIELD MOW LLC Total:</b>					<b>2,218.70</b>
<b>Vendor: SPR275 - SPRINGFIELD WINWATER WORKS CO</b>					
SPRINGFIELD WINWATER WO	1799 01	04/09/2025	WATER SUPPLIES RESTOCK -	20-600-50130	473.95
SPRINGFIELD WINWATER WO	2177 01	04/09/2025	WATER SUPPLIES RESTOCK -	20-600-50130	591.97
SPRINGFIELD WINWATER WO	3571 01	04/09/2025	WATER SUPPLIES RESTOCK -	20-600-50130	267.15
SPRINGFIELD WINWATER WO	3577 01	04/09/2025	PVC GSKT PIPE, SADDLE TEES, BSHNGS, ADPTS - S	20-700-51050	4,548.82
SPRINGFIELD WINWATER WO	3926 0	04/09/2025	WATER SUPPLIES RESTOCK -	20-600-50130	213.83
SPRINGFIELD WINWATER WO	3927 01	04/09/2025	WATER SUPPLIES RESTOCK -	20-600-50130	478.56
SPRINGFIELD WINWATER WO	3928 01	04/09/2025	WATER SUPPLIES RESTOCK -	20-600-50130	122.32
SPRINGFIELD WINWATER WO	4028 01	04/09/2025	WATER SUPPLIES COWBOY CHURCH PROJECT - W	20-600-51000	2,423.65
SPRINGFIELD WINWATER WO	4036 01	04/09/2025	WATER SUPPLIES MAIN ST REPAIR - W	20-600-51000	1,926.72
<b>Vendor SPR275 - SPRINGFIELD WINWATER WORKS CO Total:</b>					<b>11,046.97</b>
<b>Vendor: STA160 - STAR MECHANICAL SUPPLY INC</b>					
STAR MECHANICAL SUPPLY IN	1625	04/09/2025	SHOP SUPPLIES - STS/W/S	10-300-50130	14.60
STAR MECHANICAL SUPPLY IN	1625	04/09/2025	SHOP SUPPLIES - STS/W/S	20-600-50130	29.19
STAR MECHANICAL SUPPLY IN	1625	04/09/2025	SHOP SUPPLIES - STS/W/S	20-700-50130	29.19
STAR MECHANICAL SUPPLY IN	1626	04/09/2025	CPLNGS, NIPPLES SHOP SUPPLIES- STS/W/S	10-300-50130	4.77
STAR MECHANICAL SUPPLY IN	1626	04/09/2025	CPLNGS, NIPPLES SHOP SUPPLIES- STS/W/S	20-600-50130	9.53
STAR MECHANICAL SUPPLY IN	1626	04/09/2025	CPLNGS, NIPPLES SHOP SUPPLIES- STS/W/S	20-700-50130	9.53
STAR MECHANICAL SUPPLY IN	6667	04/09/2025	POOL PLUMBING REPAIR PARTS - PKS	30-800-50500	80.10
<b>Vendor STA160 - STAR MECHANICAL SUPPLY INC Total:</b>					<b>176.91</b>
<b>Vendor: STE300 - STATE TRACTOR &amp; EQUIPMENT CO., INC</b>					
STATE TRACTOR & EQUIPMEN	2607	04/09/2025	BACK LOCK FOR MINI EXCAVATOR - STS/W/S	10-300-71100	9.37
STATE TRACTOR & EQUIPMEN	2607	04/09/2025	BACK LOCK FOR MINI EXCAVATOR - STS/W/S	20-600-71100	18.75
STATE TRACTOR & EQUIPMEN	2607	04/09/2025	BACK LOCK FOR MINI EXCAVATOR - STS/W/S	20-700-71100	18.74
<b>Vendor STE300 - STATE TRACTOR &amp; EQUIPMENT CO., INC Total:</b>					<b>46.86</b>
<b>Vendor: STC300 - STEFAN COLLETTE</b>					
STEFAN COLLETTE	AMZ 3-12	04/09/2025	REIM UNIFORM ITEMS - LAW	10-200-92500	70.79
STEFAN COLLETTE	HSG DBL PSTL	04/09/2025	REIM UNIFORM ITEM - LAW	10-200-92500	54.75
<b>Vendor STC300 - STEFAN COLLETTE Total:</b>					<b>125.54</b>
<b>Vendor: TRH100 - TREVOR HOFFMAN</b>					
TREVOR HOFFMAN	2025 MAR	04/09/2025	MAR PHONE REIM - STS/W/S	10-300-61000	10.00
TREVOR HOFFMAN	2025 MAR	04/09/2025	MAR PHONE REIM - STS/W/S	20-600-61000	20.00
TREVOR HOFFMAN	2025 MAR	04/09/2025	MAR PHONE REIM - STS/W/S	20-700-61000	20.00
<b>Vendor TRH100 - TREVOR HOFFMAN Total:</b>					<b>50.00</b>
<b>Vendor: TRI100 - TRIPLE C LAND MANAGEMENT LLC</b>					
TRIPLE C LAND MANAGEMEN	4-10	04/10/2025	LOAD TOP SOIL - PKS	30-800-50110	285.00
<b>Vendor TRI100 - TRIPLE C LAND MANAGEMENT LLC Total:</b>					<b>285.00</b>
<b>Vendor: TYL100 - TYLER TECHNOLOGIES INC</b>					
TYLER TECHNOLOGIES INC	4326	04/09/2025	UTIL BILLING NOTIFICATIONS- W/S	20-600-57400	196.50

## Expense Approval Report 1

Post Dates: 3/25/25 Item # 2. 25

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
TYLER TECHNOLOGIES INC	4326	04/09/2025	UTIL BILLING NOTIFICATIONS- W/S	20-700-57400	196.50
Vendor TYL100 - TYLER TECHNOLOGIES INC Total:					393.00
Vendor: ULN100 - ULINE					
ULINE	2683	04/10/2025	FOLDNG WALL MOUNT SHOP DESK - PKS	30-800-50700	171.14
Vendor ULN100 - ULINE Total:					171.14
Vendor: UMB100 - UMB BANK					
UMB BANK	DUE 6-1	04/09/2025	SERIES 2015 COP PRIN & INT- PKS	30-800-96000	245,000.00
UMB BANK	DUE 6-1	04/09/2025	SERIES 2015 COP PRIN & INT- PKS	30-800-96200	35,649.10
Vendor UMB100 - UMB BANK Total:					280,649.10
Vendor: VER100 - VERIZON WIRELESS					
VERIZON WIRELESS	70430	04/09/2025	INTERNET/CELL PHONES, EQUIP - ALL	10-100-61050	80.09
VERIZON WIRELESS	70430	04/09/2025	INTERNET/CELL PHONES, EQUIP - ALL	10-200-61000	121.21
VERIZON WIRELESS	70430	04/09/2025	INTERNET/CELL PHONES, EQUIP - ALL	10-200-61050	160.13
VERIZON WIRELESS	70430	04/09/2025	INTERNET/CELL PHONES, EQUIP - ALL	10-300-61000	16.06
VERIZON WIRELESS	70430	04/09/2025	INTERNET/CELL PHONES, EQUIP - ALL	10-400-61000	40.38
VERIZON WIRELESS	70430	04/09/2025	INTERNET/CELL PHONES, EQUIP - ALL	20-600-61000	32.17
VERIZON WIRELESS	70430	04/09/2025	INTERNET/CELL PHONES, EQUIP - ALL	20-700-61000	32.29
VERIZON WIRELESS	70430	04/09/2025	INTERNET/CELL PHONES, EQUIP - ALL	30-800-61000	85.81
VERIZON WIRELESS	70430	04/09/2025	INTERNET/CELL PHONES, EQUIP - ALL	30-800-61050	40.02
Vendor VER100 - VERIZON WIRELESS Total:					608.16
Vendor: AMK100 - VESTIS					
VESTIS	5408	04/09/2025	PW DEPARTMENT UNIFORM SERVICE - STS / W / S	10-300-92500	7.74
VESTIS	5408	04/09/2025	PW DEPARTMENT UNIFORM SERVICE - STS / W / S	20-600-92500	15.49
VESTIS	5408	04/09/2025	PW DEPARTMENT UNIFORM SERVICE - STS / W / S	20-700-92500	15.48
VESTIS	7344	04/09/2025	PUBLIC WRKS UNIFORM SERVICE - STS / W / S	10-300-92500	7.74
VESTIS	7344	04/09/2025	PUBLIC WRKS UNIFORM SERVICE - STS / W / S	20-600-92500	15.49
VESTIS	7344	04/09/2025	PUBLIC WRKS UNIFORM SERVICE - STS / W / S	20-700-92500	15.48
Vendor AMK100 - VESTIS Total:					77.42
Vendor: WAL110 - WALMART CAPITAL ONE					
WALMART CAPITAL ONE	4-2	04/10/2025	SAMS 55GAL BAGS,FORKS,WIPES,TISSUE,FO LD TABLE-PKS	30-800-50200	169.54
Vendor WAL110 - WALMART CAPITAL ONE Total:					169.54
Vendor: WYO100 - WESLEY YOUNG					
WESLEY YOUNG	4-9	04/10/2025	REIM 86" LED TV FOR BOA MEETNG RM COSTCO - GEN	10-100-52000	864.79
WESLEY YOUNG	APR	04/10/2025	PHONE REIM APR - GEN	10-100-61000	50.00
Vendor WYO100 - WESLEY YOUNG Total:					914.79
Vendor: WRI110 - WEX BANK					
WEX BANK	6593	04/10/2025	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	10-200-70000	1,669.49

## Expense Approval Report 1

Post Dates: 3/25/2025 Item # 2. 25

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WEX BANK	6593	04/10/2025	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	10-300-70000	587.05
WEX BANK	6593	04/10/2025	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	10-300-70100	2.59
WEX BANK	6593	04/10/2025	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	20-600-70000	1,069.01
WEX BANK	6593	04/10/2025	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	20-600-70100	7.77
WEX BANK	6593	04/10/2025	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	20-700-70000	1,069.01
WEX BANK	6593	04/10/2025	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	20-700-70100	7.77
WEX BANK	6593	04/10/2025	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	30-800-70000	764.09

Vendor WRI110 - WEX BANK Total: 5,176.78

## Vendor: WTV100 - WILLARD HOME CENTER LLC

WILLARD HOME CENTER LLC	4874	04/09/2025	PIPE FITTING, TAPE FOR POOL REPAIR - PKS	30-800-50500	9.25
WILLARD HOME CENTER LLC	4894	04/09/2025	3/4X2 GALV NIPPLE - JETTER MAINT - S	20-700-71100	2.51
WILLARD HOME CENTER LLC	4957	04/09/2025	HEXBIT SOCKET - PKS	30-800-52000	3.86
WILLARD HOME CENTER LLC	5270	04/09/2025	VEST SAFETY REFLECTIVE - ST	10-300-50130	12.59
WILLARD HOME CENTER LLC	5274	04/09/2025	2" WHT SXT FEM ADAPTER - WTR LK FR 95 - W	20-600-51000	3.59
WILLARD HOME CENTER LLC	5275	04/09/2025	2" WHT MALE ADAPTER- WTR LK FR 95 - W	20-600-51000	3.41
WILLARD HOME CENTER LLC	5291	04/09/2025	CPLNG PVC SLIP 2", 2" MALE ADAPT- WTR LK FR 95- W	20-600-51000	5.70
WILLARD HOME CENTER LLC	5292	04/09/2025	2" PVC SLIP UNION - WTR LK FR 95 - W	20-600-51000	17.09
WILLARD HOME CENTER LLC	5310	04/09/2025	KEYS - GEN	10-100-50500	7.16
WILLARD HOME CENTER LLC	5338	04/09/2025	COUPLING POOL REPAIR - PKS	30-800-50500	6.29
WILLARD HOME CENTER LLC	5540	04/09/2025	10PK UTIL BLADE, KNEE PAD- AB SIDEWALK-STS	10-300-51000	49.75
WILLARD HOME CENTER LLC	5915	04/09/2025	ICE MKR KIT,DISC	10-300-95100	9.08
WILLARD HOME CENTER LLC	5915	04/09/2025	CLIPS,CPLNG-FRIDGE-STS/W/	20-600-95100	18.16
WILLARD HOME CENTER LLC	5915	04/09/2025	ICE MKR KIT,DISC	20-700-95100	18.16
WILLARD HOME CENTER LLC	5929	04/09/2025	CLIPS,CPLNG-FRIDGE-STS/W/	20-600-50130	2.06
WILLARD HOME CENTER LLC	5981	04/09/2025	1X520 SEAL TAPE - W	10-300-95100	2.57
WILLARD HOME CENTER LLC	5981	04/09/2025	1/4" BRS PIPE CAP, EXT TEE SHOP SINK - STS/W/S	20-600-95100	5.14
WILLARD HOME CENTER LLC	5981	04/09/2025	1/4" BRS PIPE CAP, EXT TEE SHOP SINK - STS/W/S	20-700-95100	5.14
WILLARD HOME CENTER LLC	84926	04/09/2025	1/4" BRS PIPE CAP, EXT TEE SHOP SINK - STS/W/S	20-700-51000	15.63
WILLARD HOME CENTER LLC	9153	04/09/2025	6-1/2-8-1/2 SS CLAMP - SEWER LK MAIN ST - S	30-800-71100	19.33
WILLARD HOME CENTER LLC	9296	04/09/2025	COUPLING, SPRINKLER - PKS	20-700-51000	45.22
WILLARD HOME CENTER LLC	9459	04/09/2025	S&D PIPE, CLY CPLNG, ELBW, PVC CPLNG-SWR LK MAIN-S	30-800-50500	11.04
WILLARD HOME CENTER LLC	9476	04/09/2025	BALL VALV, ADAPTERS FOR POOL REPAIR - PKS	30-800-50500	9.49
WILLARD HOME CENTER LLC	9557	04/09/2025	ADPTR, NIPPL, PVC PIPE, BUSHING POOL REPAIR - PKS	20-700-51000	43.61
WILLARD HOME CENTER LLC	9636	04/09/2025	5GAL WHT PLAS PAILS, DH GDN SPADE- LIFT STA B - S	30-800-50500	18.88
WILLARD HOME CENTER LLC	9639	04/09/2025	WASHERS, NUTS, LAV FAUCET BATHROOM AT POOL-PKS	30-800-50500	19.78
WILLARD HOME CENTER LLC	9675	04/09/2025	WATER LINE PARTS POOL - PK CONCRETE CRACK SEAL- AB SIDEWLK PROJECT - STS	10-300-51000	13.04

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WILLARD HOME CENTER LLC	9676	04/09/2025	24" PUSH BROOM - STS	10-300-50130	33.24
WILLARD HOME CENTER LLC	9782	04/09/2025	2X8X16 CONC CAP BLOCK, RDY-MIX W/ GRVL-CWBY CH-	20-600-51000	16.63
WILLARD HOME CENTER LLC	4924	04/10/2025	3"X60YD SLV DUCT TAPE	20-600-51000	9.89
WILLARD HOME CENTER LLC	5594	04/10/2025	CWBY CHRCH - W		
WILLARD HOME CENTER LLC			6PK CABLE STRAP PALM TREE	30-800-50500	2.69
WILLARD HOME CENTER LLC	9871	04/10/2025	PARTS POOL - PKS		
WILLARD HOME CENTER LLC			KEY FOR CUSTODIAN, PLUNGER - PKS	30-800-50550	6.28
Vendor WTV100 - WILLARD HOME CENTER LLC Total:					446.26
Vendor: WSC100 - WILSON SURVEYING CO, INC					
WILSON SURVEYING CO, INC	5627	04/10/2025	BOUNDRY SURVEY FOR LOT LINE 414 E JCKSN-P&D	10-400-56420	3,000.00
Vendor WSC100 - WILSON SURVEYING CO, INC Total:					3,000.00
Grand Total:					406,761.63



## Report Summary

## Fund Summary

Fund	Expense Amount
10 - GENERAL FUND	44,866.76
20 - WATER AND SEWER FUND	60,792.51
30 - PARKS FUND	301,102.36
<b>Grand Total:</b>	<b>406,761.63</b>

## Account Summary

Account Number	Account Name	Expense Amount
10-100-50130	SUPPLIES-GCG	52.98
10-100-50500	BUILDING MAINTENANC	7.16
10-100-50700	OFFICE SUPPLIES-GCG	2,112.80
10-100-50750	POSTAGE-GCG	36.91
10-100-52000	SUPPLIES SMALL EQUIP	914.70
10-100-55600	CONTRACT LABOR-GCG	30.00
10-100-55800	DUES AND SUBSCRIPTIO	30.00
10-100-56000	INSURANCE-GCG	50.00
10-100-56200	LEGAL-GCG	2,510.97
10-100-56940	TRAINING & EDUCATION	105.00
10-100-56960	TRAINING & EDUCATION	825.00
10-100-57400	EQUIPMENT/SOFTWARE	314.95
10-100-61000	TELEPHONE-GCG	50.00
10-100-61050	INTERNET-GCG	2,669.27
10-100-62100	UTILITIES GAS-GCG	88.95
10-100-62300	UTILITIES OTHER-GCG	120.06
10-100-95500	CAPITAL ASSET EQUIPM	664.21
10-16000	PREPAID INSURANCE-GC	2,264.80
10-200-50130	SUPPLIES-LAW	140.29
10-200-50550	CUSTODIAL SUPPLIES-LA	7.03
10-200-50700	OFFICE SUPPLIES-LAW	51.88
10-200-50750	POSTAGE-LAW	2.15
10-200-55600	CONTRACT LABOR-LAW	15.00
10-200-56400	PROFESSIONAL-LAW	6,045.50
10-200-57400	EQUIPMENT/SOFTWARE	48.63
10-200-61000	TELEPHONE-LAW	121.21
10-200-61050	INTERNET-LAW	892.72
10-200-62100	UTILITIES GAS-LAW	230.13
10-200-62300	UTILITIES OTHER-LAW	80.15
10-200-70000	VEHICLE EXPENSES FUEL	1,669.49
10-200-71000	VEHICLE REPAIR & MAIN	12.29
10-200-71100	EQUIPMENT REPAIR &	225.00
10-200-92500	UNIFORMS-LAW	131.54
10-200-93000	GROUP INSURANCE-LA	29.90
10-200-95500	CAPITAL ASSET EQUIPM	664.21
10-250-50130	SUPPLIES-COURT	5.00
10-250-50700	OFFICE SUPPLIES-COURT	37.63
10-250-50750	POSTAGE-COURT	47.04
10-250-56400	PROFESSIONAL-COURT	915.00
10-250-57400	EQUIP/SOFTWARE CONT	7.29
10-300-50130	SUPPLIES-STREETS	1,229.70
10-300-50200	LANDSCAPING - STREETS	575.64
10-300-51000	REPAIRS AND MAINTEN	1,955.83
10-300-52000	SUPPLIES SMALL EQUIP	312.03
10-300-57400	EQUIPMENT/SOFTWARE	14.59
10-300-61000	TELEPHONE-STREETS	26.06
10-300-61050	INTERNET-STREETS	139.80
10-300-70000	VEHICLE EXPENSE FUEL	587.05
10-300-70100	EQUIPMENT FUEL-STREE	2.59
10-300-71000	VEHICLE REPAIR & MAIN	19.04

## Account Summary

Account Number	Account Name	Expense Amount
10-300-71100	EQUIPMENT REPAIR &	252.33
10-300-92500	UNIFORMS-STREETS	15.48
10-300-95100	CAPITAL ASSET EXP-STRE	11.65
10-300-95500	CAPITAL ASSET EQUIPM	132.84
10-400-50130	SUPPLIES-P&D	5.00
10-400-50700	OFFICE SUPPLIES-P&D	23.83
10-400-50750	POSTAGE-P&D	9.04
10-400-55200	ADVERTISING-P&D	75.00
10-400-55800	DUES AND SUBSCRIPTIO	75.00
10-400-56200	LEGAL-P&D	824.50
10-400-56400	PROFESSIONAL-P&D	1,457.81
10-400-56410	ENGINEERING	236.00
10-400-56420	SURVEYING	3,000.00
10-400-56450	CONTRACT SERVICES/SE	1,275.00
10-400-57400	EQUIPMENT/SOFTWARE	4,009.73
10-400-61000	TELEPHONE-P&D	40.38
10-500-55600	CONTRACT LABOR-EM	4,334.00
20-16000	PREPAID INSURANCE-W	1,445.61
20-600-50000	CHEMICALS-WATER	1,022.66
20-600-50130	SUPPLIES-WATER	2,263.66
20-600-50200	LABORATORY FEES-WAT	28.00
20-600-50700	OFFICE SUPPLIES-WATER	143.15
20-600-50750	POSTAGE-WATER	9.52
20-600-51000	REPAIRS AND MAINTEN	5,311.41
20-600-55800	DUES AND SUBSCRIPTIO	675.00
20-600-56400	PROFESSIONAL-WATER	570.16
20-600-57400	EQUIPMENT/SOFTWARE	250.00
20-600-61000	TELEPHONE WATER	52.17
20-600-61050	INTERNET-WATER	279.60
20-600-62100	UTILITIES GAS-WATER	108.07
20-600-62300	UTILITIES OTHER-WATER	272.55
20-600-70000	VEHICLE EXPENSE FUEL-	1,069.01
20-600-70100	EQUIPMENT FUEL-WATE	7.77
20-600-71000	VEHICLE REPAIR & MAIN	317.31
20-600-71100	EQUIPMENT REPAIR &	504.67
20-600-92500	UNIFORMS-WATER	30.98
20-600-95100	CAPITAL ASSET EXP-WAT	23.30
20-600-95500	CAPITAL ASSET EQUIPM	265.68
20-700-50130	SUPPLIES-SEWER	638.70
20-700-50700	OFFICE SUPPLIES-SEWER	143.15
20-700-50750	POSTAGE-SEWER	8.13
20-700-51000	REPAIRS AND MAINTEN	995.56
20-700-51050	I&I EXPENSE	10,664.57
20-700-55600	CONTRACT LABOR-SEWE	30.00
20-700-56400	PROFESSIONAL-SEWER	3,531.89
20-700-57200	RECYCLE CENTER EXPEN	132.83
20-700-57400	EQUIPMENT/SOFTWARE	215.95
20-700-61000	TELEPHONE-SEWER	52.29
20-700-61050	INTERNET-SEWER	279.60
20-700-62000	UTILITIES ELECTRIC-SEW	95.31
20-700-62100	UTILITIES GAS-SEWER	55.65
20-700-62300	UTILITIES OTHER-SEWER	272.55
20-700-70000	VEHICLE EXPENSE FUEL-	1,069.01
20-700-70100	EQUIPMENT FUEL-SEWE	318.82
20-700-71000	VEHICLE REPAIR & MAIN	38.07
20-700-71100	EQUIPMENT REPAIR &	736.73
20-700-92500	UNIFORMS-SEWER	30.96
20-700-95100	CAPITAL ASSET EXP-SEW	4,087.78

**Account Summary**

Account Number	Account Name	Expense Amount
20-700-95500	CAPITAL ASSET EQUIPM	22,744.68
30-16000	PREPAID INSURANCE-PK	1,108.30
30-800-47100	YOUTH PROGRAMS-PKS	157.50
30-800-50110	SUPPLIES - GROUNDS	495.78
30-800-50130	SUPPLIES GENERAL-PKS	146.22
30-800-50170	SUPPLIES SPECIAL ACTIV	1,804.08
30-800-50177	SUPPLIES-YOUTH CAMP	223.00
30-800-50180	SUPPLIES SPORTS-PKS	160.00
30-800-50200	CONCESSIONS-PKS	169.54
30-800-50400	FITNESS CENTER EXPENS	800.00
30-800-50500	BUILDING MAINTENANC	5,079.07
30-800-50550	CUSTODIAL SUPPLIES-PK	702.93
30-800-50700	OFFICE SUPPLIES-PKS	357.29
30-800-52000	SUPPLIES SMALL EQUIP	280.59
30-800-55200	ADVERTISING-PKS	103.00
30-800-55850	EQUIPMENT RENTAL-PK	1,335.60
30-800-56400	PROFESSIONAL-PKS	555.75
30-800-56450	CONTRACT SERVICES/SE	165.00
30-800-56500	SAFETY PROGRAM-PKS	106.95
30-800-57400	EQUIPMENT/SOFTWARE	38.91
30-800-61000	TELEPHONE-PKS	85.81
30-800-61050	INTERNET-PARKS	739.02
30-800-62100	UTILITIES GAS PKS	383.46
30-800-62300	UTILITIES OTHER-PKS	883.79
30-800-70000	VEHICLE EXPENSE FUEL-	764.09
30-800-71100	EQUIPMENT REPAIR &	3,143.37
30-800-95500	CAPITAL ASSET EQUIPM	664.21
30-800-96000	PRINCIPAL EXPENSE-PKS	245,000.00
30-800-96200	INTEREST EXPENSE-PKS	35,649.10
	<b>Grand Total:</b>	<b>406,761.63</b>

**Project Account Summary**

Project Account Key	Expense Amount
**None**	384,224.38
2070095500-12	22,479.00
2070095500-13	58.25
	<b>Grand Total:</b>
	<b>406,761.63</b>



## CITY OF WILLARD AGENDA REPORT BOARD OF ALDERMEN MEETING

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**TO:** Board of Aldermen

**FROM:** City Clerk

**SUBJECT:** Monthly Report

**ATTACHMENTS:** 1

**CITY OF WILLARD  
BOARD OF ALDERMEN  
04/14/2025**



Item # 3.

## **City Clerk Report**

1. Business licenses are now being processed through Civic Review.
2. Participated in a press conference focusing on the upcoming Safety Tax.
3. Worked with Donna at General Code to get the City Code completely updated.  
The public can access code through the City Clerk, Financial Officer, or at the Police Department.
4. Made progress filing projects to remove older files for storage or destruction.
5. Created the agenda, packet and minutes for the Board of Aldermen meetings.
6. Participated in cybersecurity training.
7. Created two Proclamations, invited recipients and family/team to the BOA Meeting.
8. Coordinated information for Water/Sewer Advisory Board applicants



## CITY OF WILLARD AGENDA REPORT

### Board of Alderman Meeting

Meeting Date: April 14, 2025

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**TO:** Board of Alderman

**FROM:** Terry Forshee, Municipal Court Clerk

**SUBJECT:** Monthly Meeting Report

**BACKGROUND:**

**RECOMMENDATION:**

**FISCAL IMPACT:**

**ATTACHMENTS:**

## MUNICIPAL DIVISION SUMMARY REPORTING FORM

*Refer to instructions for directions and term definitions. Complete a report each month even if there has not been any court activity.*

<b><u>I. COURT INFORMATION</u></b>	Municipality: WILLARD	Reporting Period: Mar 1, 2025 - Mar 31, 2025	
Mailing Address: 224 W JACKSON ST, WILLARD, MO 65781			
Physical Address: 224 W JACKSON ST, WILLARD, MO 65781		County: Greene County	Circuit: 31
Telephone Number:		Fax Number:	
Prepared by: Terry Forshee		E-mail Address:	
Municipal Judge: DAVID W. DORAN			
<b><u>II. MONTHLY CASELOAD INFORMATION</u></b>			
	Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance
A. Cases (citations/informations) pending at start of month	8	382	73
B. Cases (citations/informations) filed	0	122	6
C. Cases (citations/informations) disposed			
1. jury trial (Springfield, Jefferson County, and St. Louis County only)	0	0	0
2. court/bench trial - GUILTY	0	0	0
3. court/bench trial - NOT GUILTY	0	0	0
4. plea of GUILTY in court	0	47	2
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)	0	23	0
6. dismissed by court	0	1	0
7. <i>nolle prosequi</i>	0	13	1
8. certified for jury trial (not heard in Municipal Division)	0	0	0
<b>9. TOTAL CASE DISPOSITIONS</b>	0	84	3
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]	8	420	76
E. Trial de Novo and/or appeal applications filed	0	0	0
<b><u>III. WARRANT INFORMATION (pre- &amp; post-disposition)</u></b>		<b><u>IV. PARKING TICKETS</u></b>	
1. # Issued during reporting period	31	1. # Issued during period	0
2. # Served/withdrawn during reporting period	20	<input checked="" type="checkbox"/> Court staff does not process parking tickets	
3. # Outstanding at end of reporting period	316		

## MUNICIPAL DIVISION SUMMARY REPORTING FORM

<b>COURT INFORMATION</b>	Municipality: WILLARD	Reporting Period: Mar 1, 2025 - Mar 31, 2025
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**V. DISBURSEMENTS**

<b>Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)</b>		<b>Other Disbursements:</b> Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs and witness fees.	
Fines - Excess Revenue	\$6,605.74	Court Automation	\$509.70
Clerk Fee - Excess Revenue	\$756.96	Judicial Facility Srchg CT31	\$718.12
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$25.46	Sheriff Retirement-CO/Muni	\$3.00
Bond forfeitures (paid to city) - Excess Revenue	\$200.00	<b>Total Other Disbursements</b>	\$1,230.82
<b>Total Excess Revenue</b>	\$7,588.16	<b>Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited</b>	\$10,141.26
<b>Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)</b>		<b>Bond Refunds</b>	\$13.78
		<b>Total Disbursements</b>	\$10,155.04
Fines - Other	\$472.00		
Clerk Fee - Other	\$44.00		
Judicial Education Fund (JEF) <input type="checkbox"/> Court does not retain funds for JEF	\$72.83		
Peace Officer Standards and Training (POST) Commission surcharge	\$72.81		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$519.16		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$1.48		
Law Enforcement Training (LET) Fund surcharge	\$140.00		
Domestic Violence Shelter surcharge	\$0.00		
Inmate Prisoner Detainee Security Fund surcharge	\$0.00		
Restitution	\$0.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$0.00		
<b>Total Other Revenue</b>	\$1,322.28		





## CITY OF WILLARD AGENDA REPORT BOARD OF ALDERMEN MEETING

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**TO:** Board of Aldermen

**FROM:** Human Resources

**SUBJECT:** Monthly Report

**ATTACHMENTS:** 1

HUMAN RESOURCES  
MONTHLY REPORT  
MARCH 2025

With summer on the horizon, the Parks department has begun their seasonal employment hiring. Five new employees were hired in March. April will bring in more new hires. Prior seasonal employees will be returning as well.

I have begun training Genia Mount, Assistant Finance Director, on the payroll process so she can act as backup in the event I am absent during a payroll week. She has taken over the 'End of Day' processing functions for Utility payment batches and is now completing the daily bank deposits. This has freed me up to focus more on human resources.

Dona Slater



## CITY OF WILLARD AGENDA REPORT BOARD OF ALDERMEN MEETING

---

**TO:** Board of Aldermen

**FROM:** Parks Department

**SUBJECT:** Monthly Report

**ATTACHMENTS:** 1

**April Quote:** "Parks and open spaces are our collective backyard, places where we can come together, escape from daily stresses, and reconnect with nature." – Richard Louv

### **Parks Director Report – April**

As we transition into April, our focus shifts to preparing for the busy spring and summer seasons. March saw strong engagement across various programs, facility preparations, and the early stages of hiring for our summer staff.

### **Youth Sports & Tournaments**

Our youth soccer program has reached its highest registration numbers since COVID, with 250 kids signed up. This growth highlights the ongoing demand for quality recreational opportunities, and we're committed to ensuring a smooth season with well-maintained fields, organized schedules, and responsive staff.

Additionally, the homeschool basketball tournament was a success, bringing in teams from multiple regions, some as far away as Hawaii and drawing spectators to our facilities. We also hosted an archery tournament in coordination with Willard High School, which saw strong participation and reinforced the demand for alternative sports programming in our community.

### **Facility Preparations & Maintenance**

With warmer weather approaching, our team has been actively preparing outdoor facilities:

- **Pool Repairs & De-Winterization** – Maintenance efforts are underway to ensure the pool is ready for the summer season. This includes addressing necessary repairs and preparing for health and safety inspections. We needed to replace a backflow prevention valve in addition to the planned repair of the main drain sentry system replacement.
- **Outdoor Facility Readiness** – Parks and athletic fields are being prepped for upcoming programs. Mowing and landscaping have begun, and we're focusing on enhancing public spaces to provide an inviting experience for residents and visitors.

### **Community Engagement & Program Success**

The recent camp at the Community Building was well-attended, reinforcing the value of structured programming during school breaks. This was a new location, and feedback surveys show that the new location has gotten positive reviews. We are also seeing continued strong participation in our fitness programs, a testament to our community's interest in wellness-focused offerings.

### **Summer Hiring & Staffing**

We have officially begun hiring seasonal staff for summer operations. Lifeguards, maintenance workers, and program leaders are key positions we are working to fill to ensure we maintain high-quality services during our busiest months.

As we progress through spring, our team remains committed to providing top-tier recreational experiences while balancing operational efficiency and fiscal responsibility. We appreciate the continued support from our staff, volunteers, and community members.

March					
Facility	General Attendance	Members	Day Pass	\$2/2 Youth Rate	Total
Recreation Center	7600	2181		183	9964
Better Together Playground	2000				2000
Jackson St Park	5600				5600
Miller Disc Golf Course	1800				1800
Highline Sports Complex					
Community Building	Insufficient Data				0



## CITY OF WILLARD AGENDA REPORT BOARD OF ALDERMEN MEETING

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**TO:** Board of Aldermen

**FROM:** Planning and Zoning

**SUBJECT:** Monthly Report

**ATTACHMENTS:** 1

# CITY OF WILLARD, MISSOURI

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



## Planning Department Report

**April 2025**

### Permits - November

Permits Issued (March)	Fees collected (March)	Est. Value of Work (March)	Permits Issued (YtD)	Fees Collected (YtD)	Est. Value of Work (YtD)
14	\$19,049.75	\$961,419.55	33	\$61,752.80	\$3,471,731.13

*Sunshine requests included the US Census, Data Dodge Analytics, and Build-zoom*

### Current Development

Hoffman Hills Phase I: Finishing up. Multiple buildings are under construction

Hoffman Hills Phase II: Multiple Building permits have been issued to build residential homes.

Stone Creek Phase II: Almost finished with subdivision. Have a few permits still out.

Generations Village: All building permits have been issued. They have started buildings.

Rocky Point: Has Preliminary plat. Working on construction drawings and utility installation.

Mike Ruesch  
Director of Planning and Development  
417-742-5310

Other Business

1. Working on Landlord Registration codes for long term rentals.
2. Mediacom is installing fiber in the Hoffman hills area final cleanup is underway
3. Excavation & Parks in leu of fees codes are at planning commission-January
4. Starting information gathering for a Master Parks and Trails Plan, will start community involvement late January 2025
5. Starting Short term rental codes
6. Jackson Street sidewalk project moving forward to design
7. Coordinating with public works a utility upgrade to the Sac River Cowboy Church
8. Looking into revision of the Inflow & Infiltration Codes
9. Coordinating information on a Master Transportation Plan
  - a. Had a meeting with CJW to discuss specifications and process for development of said plan
  - b. Master plans will coordinate with the comprehensive plan adopted by the BOA in 2019
  - c. Coordinating with parks on a Master Parks and Trails Plan in conjunction with the Master transportation plan
  - d. Looking for community input





# CITY OF WILLARD AGENDA REPORT

## Board of Alderman Regular Meeting

Meeting Date: April 14, 2025

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**TO:** Board of Alderman

**FROM:** Leslie Perkins, Willard Police Department

**SUBJECT:** Monthly Report

**ATTACHMENTS:**



**Willard Police Department**  
**March 2025 - Monthly Statistical Report**



Administration	Officer – DSN		Case #'s
Tom McClain, Chief	1601-001		10
Shannon Shipley, Asst. Chief	1602-003		0
	<b>Total</b>		<b>10</b>

Squad #1	1607-050	Caleb Steen, Cpl.	12	Squad #2	1603-027	Steve Purdy, Sgt.	31
	1605-056	Mark Cole, Cpl.	29		1608-054	Stefan Collette, Cpl.	56
	1611-064	Danielle Cale, Officer	45		1610-061	Christian Smith, Officer	44
	1604-065	Anthony Hickox, Officer	66		1609-063	Cody Weatherford, Officer	55
	1606-067	Levi O'Neil, Officer	57				
	<b>Total</b>		<b>209</b>		<b>Total</b>		<b>186</b>

Reserves	Officer	Officer Names	Case #'s	Hours
	1644-057	Matthew Hanson, PT Officer	3	
	1641-014	Brian Gordon, Reserve		
	1642-015	JD Landon, Reserve		
	1645-047	Glenn Cozzens, Reserve		
	1646-031	Andrew Hunt, Reserve		
	1643-048	Tim Wheeler, Reserve		
	<b>Total</b>		<b>3</b>	
<b>Total Incidents for the month...</b>			<b>408</b>	

#### Incident Statistics

Felony	1	HBO (Handled by Officers)	298
Misdemeanor	3	Use of Force	0
Infraction	185	Dog at Large	5
Other (Services)	219	Neglect-0 /Abuse-0 /Bites-0	0

#### Vehicle Maintenance

Vehicle	Odometer Reading	Monthly Mileage	Shifts Used	Miles per Shift	Monthly Maintenance	Year to Date Maintenance
WPD-01 2021 Ford F-150	38,442	722	22	33		0
WPD-02 2021 Charger	77,548	1,643	17	97		107.49
WPD-03 2023 Charger	6,126	1,370	16	86	107.49	107.49
WPD-04 2023 Durango	41,255	1,943	21	93		76.49
WPD-05 2023 Charger	47,687	3,510	33	106	107.49	1,647.84
WPD-06 2023 Durango	28,832	1,999	17	118		145.99
WPD-07 2017 Explorer	33,383	250	9	28		0
WPD-08 2008 Harley	6,360	1	1	15		0

#### Monthly Vehicle Maintenance Details

WPD-01:	WPD-05: oil change; tire rotation
WPD-02:	WPD-06:
WPD-03: oil change; tire rotation	WPD-07:
WPD-04:	

- The new Motorola in-car video system is nearing completion of the installation process. We should be online by mid-April.
- One of the 2 new vehicles is scheduled for completion by April 4<sup>th</sup> and the second by April 11<sup>th</sup>.



## CITY OF WILLARD AGENDA REPORT BOARD OF ALDERMEN MEETING

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**TO:** Board of Aldermen

**FROM:** Public Works

**SUBJECT:** Monthly Report

**ATTACHMENTS:** 1

## **Public Works Report**

March 2025

84 Service Orders

49 Rereads

16 After Hour Call ins

Locates 219

Shut Offs 34

Meter/ERTS Replaced 12

### **Water Department**

1. Begin installation of 8" water main for the Sac River Cowboy Church
2. Repair 6" water leak at the intersection of Hunt Rd. and Becky st, and addition of another valve to lessen the customers shut off in the event of another break
3. Repair 2" water main that runs across Crighton's field
4. Replaced 2" water meter at pool
5. Continued work installing new shelves in shop
6. Took routine & special water samples

### **Sewer Department**

1. Lift Station maintenance
2. Sewer Lagoon Pond maintenance
3. Continuing manhole inspections
4. Lagoon samples & EDMR
5. Pulled check valves at B lift station (4 times)
6. Pulled clogged pump at B lift station
7. Installed catch pins in two manholes with constant clogging due to non-flushable items being flushed
8. Pulled check valves at D lift station to remove clogging
9. Began repairing sewer lagoon shed that houses spare parts
10. Performed repairs on sewer jetter
11. Replace approximately 60' of sewer main on Main st that was clogged with root infiltration
12. Removed approximately ¼ ton of gravel from sewer main in Stone Creek left behind by contractor with sewer jetter

## **Streets Department**

1. Finished sidewalk project along AB Highway
2. Completed retrofitting of old lagoon cabin into temporary stray dog housing
3. Performed repairs on roller
4. Dirt work on Main st
5. Started mowing
6. Picked up 6 stray dogs



## CITY OF WILLARD AGENDA REPORT BOARD OF ALDERMEN MEETING

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**TO:** Board of Aldermen

**FROM:** Board Attendance Report

**SUBJECT:** Monthly Report

**ATTACHMENTS:** 1

## 2025 BOARD ATTENDANCE REPORT

Item # 10.

ATTENDED: Y								
NAME	<u>1/13/2025</u>	<u>1/27/2025</u>	<u>2/10/2025</u>	<u>2/24/2025</u>	<u>3/10/2025</u>	<u>3/24/2025</u>	<u>4/14/2025</u>	<u>4/28/2025</u>
MAYOR TROY SMITH	Y	Y	Y	Y	Y	Y		
CASEY BIELLIER	Y	Y	Y	Y	Y	Y		
JEREMY HILL	Y	OUT	Y	OUT	Y	Y		
DAVID KEENE (MPT)	Y	Y	Y	Y	Y	Y		
JOYCE LANCASTER	Y	OUT	Y	Y	Y	Y		
SCOTT SWATOSH	Y	Y	OUT	Y	OUT	OUT		
CAROL WILSON	Y	Y	OUT	Y	Y	Y		
NAME	<u>5/12/2025</u>	<u>5/26/2025</u>	<u>6/9/2025</u>	<u>6/29/2025</u>	<u>7/14/2025</u>	<u>7/28/2025</u>	<u>8/11/2025</u>	<u>8/25/2025</u>
MAYOR TROY SMITH								
CASEY BIELLIER								
JEREMY HILL								
DAVID KEENE (MPT)								
JOYCE LANCASTER								
CAROL WILSON								

NAME	<u>9/8/2025</u>	<u>9/22/2025</u>	<u>10/13/2025</u>	<u>10/27/2025</u>	<u>11/10/2025</u>	<u>11/24/2025</u>	<u>12/8/2025</u>	<u>12/22/2025</u>
MAYOR TROY SMITH								
CASEY BIELLIER								
JEREMY HILL								
DAVID KEENE (MAYOR PRO-TEM)								
JOYCE LANCASTER								
CAROL WILSON								




## CITY OF WILLARD AGENDA REPORT BOARD OF ALDERMEN MEETING

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**TO:** Board of Aldermen

**FROM:** Steve Bodenhamer

**SUBJECT:** Sanitary Sewer Status Update)

**ATTACHMENTS:** 1



**CITY OF WILLARD**  
**INTERNAL MEMORANDUM**

**DATE,** April 14, 2025

**TO:** Mayor Smith and BOA

**FROM:** S. D. Bodenhamer

**RE:** Sanitary Sewer Project Status

**COMMUNITY FUNDING PARTNERSHIP (94 Lift Station and Force Main)**

Status of components:

- Allgeier Martin is in the process of submitting construction permit documents to the Missouri Department of Natural Resources.
- In addition, Allgeier Martin is submitting permit application documents to:
  - Greene County Environmental
  - U.S. Army Corp of Engineers
  - City of Springfield Environmental Services (Continuing Authority)
  - Missouri Department of Transportation
  - Greene County Highway Department

**MEADOWS CONNECTION TO CITY OF SPRINGFIELD**

Status of components:

- We are still awaiting trust documentation regarding Sanitary Sewer and Temporary Easements for the eighth tract. However, the family's attorney is making progress in trust documentation.
- Palmerton and Parrish have bored each of the manhole locations to determine the depth to rock. From their report, no rock was encountered that would affect the gravity line excavation. This gives us an insight as to future encountered rock.

## Master Transportation Plan- City of Willard, MO

### Laneshift Support Services-Proposed Scope of Services

April 1, 2025

The City envisions leading the development of a Master Transportation Plan (MTP), which will include motorized vehicle transportation and active forms of transportation within the same plan. The plan will be developed in collaboration with two outside consulting firms. Firm A, an engineering company, will be providing consulting related to streets and roads, with Laneshift providing consulting on active transportation aspects.

Specifically, Laneshift has been asked to provide the following services in support of the MTP planning process:

- A. Facilitation support with the Master Transportation Plan steering committee, which will determine the project purpose, guiding principles, and strategic objectives of the plan.
  - a. This will include up to a ½ day working session with the steering committee.
- B. Collaboration in developing the public engagement plan/process for the MTP.
- C. Facilitate and support the execution of the MTP public engagement process. This includes the following:
  - i. Development of an online public survey
    - a. *The City of Willard will be responsible for distributing the survey via social media and the city website*
  - ii. On-site facilitation and team support at public input sessions
    - a. *Laneshift will provide facilitation and support for up to two public input sessions. Laneshift's focus will be soliciting input on active transportation aspects of the MTP.*
      - i. *The first session will be at the beginning of the project and will be ~2 hours in duration at a public venue ideally from 5:30 pm-7:30pm on a weeknight.*
      - ii. *The second session will occur near the end of the project and will be ~2 hours in duration at a public venue ideally from 5:30 pm-7:30pm on a weeknight.*
  - iii. Conducting interviews with focus groups made up of community stakeholders. Laneshift will conduct up to four focus group interviews.
    - a. Recommended focus groups:
      - i. Emergency Services (Fire, Police EMS)

- ii. Schools
- iii. Chamber of Commerce and Convention and Visitors Bureau
- iv. TBD

D. Development of digital maps reflecting the locations of existing active transportation facilities within Willard. *Note: The city will be responsible for providing geodatabases for all existing bikeways, trails, sidewalks and streets. These items will not be inventoried or gathered by Laneshift.*

E. Development of digital maps of proposed/future active transportation facilities such as shared-use paved paths (and sidepaths), strategic sidewalk connections and on-street bicycle infrastructure where appropriate.

a. Digital maps depicting locations of future/proposed active transportation facilities to include:

- i. Future shared-use paved path locations
- ii. Future strategic sidewalk connections
- iii. Future on-street (bicycle facility locations)
- iv. Compilation map showing all future active transportation facilities

F. Development of planning level cost estimates, prioritization and recommended phasing of proposed/future active transportation facilities. *Note: Planning level cost estimates will be provided as orders of magnitude and reflect an average cost per linear foot to construct based on levels of complexity of construction. These will be included in a single, master spreadsheet listing project name, linear feet of project, constructability cost ranking, and prioritization score based on proximity to destinations such as schools, parks, and employment centers.*

G. Consultation related to general design guidelines for active transportation infrastructure.

- i. Provide definition and general design guidelines for shared use facilities
  - 1. Shared use paved paths
  - 2. Side paths
- ii. Provide definition and general design guidelines for bicycle facilities
  - 1. Physically Separated
  - 2. Visually Separated
  - 3. Mixed traffic
- iii. Provide definition and general guidelines for sidewalks

- H. Laneshift will review the language in the City's Unified Development Ordinance and Development Code related to active transportation and provide recommendations for possible amendments or revisions. *Specific policy language will not be provided, and all code/ordinance language will be the responsibility of the city to develop and seek approval for.*
- I. Laneshift will provide a final document which will include an overview of public engagement, digital maps, design guidelines, policy recommendations, cost estimates/prioritization/phasing spreadsheet and relevant narrative related to these items. This document will be limited in nature and be focused only on items listed above.

**Total estimated cost: \$43,930**

*This reflects a not-to-exceed amount with Laneshift completing work on an hourly basis at billable rates listed in the cost proposal shown on page 4. Laneshift will submit monthly invoices for work in support of the scope of services with invoices due upon receipt. Tasks that fall outside of those listed in the proposed scope of services are not included and will be subject to a change order that will be mutually agreed upon (including detailed scope and fee) by the city and Laneshift prior to work beginning.*

**Additional/optional services:**

The City may choose to engage Laneshift to assist in compiling materials, maps, and tables into a "Master Transportation Plan" document.

*These services include the following:*

- Graphic design of the Master Transportation Plan document
- Coordination with City and "Firm A" to gather all supporting materials and narrative
- Inclusion of maps and tables developed by City, Firm A, and Laneshift

*What this does not include:*

- Development of narrative, maps, tables, and graphics that are the responsibility of and produced by the City and Firm A. Laneshift will include maps, graphics, tables, and narrative for Active transportation components; however, all other elements will be developed and supplied to Laneshift and will be included although not developed by Laneshift.

**Total estimate for additional services: \$19,175**

## City of Willard - MTP Support- Cost Proposal-Laneshift

Tasks			Task 1		Task 2		Task 3		Task 4		Task 5		Task 7		Task 8				Total Hours	Total Cost
Task Title			Project Management & Coordination		Facilitation support with steering committee		Public Engagement plan + Facilitation		Network Inventory and mapping		Design guidelines		Network Recommendations and prioritization		Policy review		Contingency			
Name	Role	Loaded Hrly		Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		Cost
Ryan Hale (Laneshift)	Planning Manager	\$ 210	10	\$2,100	8	\$ 1,680	25	\$ 5,250	4	\$ 840	5	\$1,050	15	\$ 3,150	6	\$ 1,260	10	\$ 2,100	83	\$ 17,430
Marina Kashubin (Laneshift)	Project Specialist	\$ 115	20	\$2,300	8	\$ 920	15	\$ 1,725	2	\$ 230	2	\$ 230	2	\$ 230	1	\$ 115	4	\$ 460	54	\$ 6,210
Jocelynn Crowther (Laneshift)	Sr. Project Engineer	\$ 170	5	\$ 850	0	\$ -	0	\$ -	5	\$ 850	10	\$1,700	5	\$ 850	8	\$ 1,360	4	\$ 680	37	\$ 6,290
Jacob Truman (Laneshift)	Visual Design Coordinator	\$ 100	0	\$ -	0	\$ -	15	\$ 1,500	40	\$4,000	10	\$1,000	35	\$ 3,500	20	\$ 2,000	20	\$ 2,000	140	\$ 14,000
Total			35	\$5,250	16	\$ 2,600	55	\$ 8,475	51	\$5,920	27	\$3,980	62	\$ 7,730	35	\$ 4,735	38	\$ 5,240	319	\$ 43,930

Travel time to Willard from Rogers, AR will be billed at the hourly rates listed above.

The consultant team will accrue hours for tasks completed in the cost proposal and will invoice the client on a monthly basis with invoices being due upon receipt.

Task (Optional Services)		Hours	Cost
RH	\$ 210	30	\$ 6,300
MK	\$ 115	25	\$ 2,875
JC	\$ 170		\$ -
JT	\$ 100	100	\$10,000
Total			\$19,175



## **CITY OF WILLARD AGENDA REPORT BOARD OF ALDERMEN MEETING**

---

**TO:** Board of Aldermen

**FROM:** Mike Ruesch

**SUBJECT:** A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL  
NECESSARY DOCUMENTS ON BEHALF OF THE CITY OF  
WILLARD FOR ADDITIONAL STAFFING.

**ATTACHMENTS:** 1

**CITY OF WILLARD, MISSOURI**

**RESOLUTION NO: 25-19**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE ALL NECESSARY DOCUMENTS  
ON BEHALF OF THE CITY OF WILLARD FOR ADDITIONAL STAFFING.**

**WHEREAS,** The City of Willard has previously used contract inspectors for the majority of their inspections, and

**WHEREAS,** The City is in need of reviewing and approving said contracts on a yearly basis, and

**WHEREAS,** Our current inspector is contemplating retirement and,

**WHEREAS,** The City will be in need of a full-time employee with adjusted job duties;

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

It is appropriate that the City of Willard authorizes the Mayor to execute all necessary documents on behalf of the city for additional staffing.

**Dated:** This the 14th **day of April 2025** by the Board of Aldermen of the City of Willard,  
Missouri.

---

Mayor Troy Smith

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Attested by Rebecca Hansen, City Clerk

**Job Title: Building, Subdivision and Nuisance Inspector****Department:** Code Enforcement / Building Services**Reports To:** Chief Building Official / Public Works Director**Location:** City of Willard MO**Job Type:** Full-Time**Position Overview:**

The Building and Nuisance Inspector is responsible for enforcing municipal codes, ordinances, and regulations related to building construction, zoning, subdivision inspections, public nuisances, and property maintenance. This role involves conducting field inspections, investigating & documenting complaints, and ensuring compliance with applicable laws to protect public health, safety, and welfare.

**Key Responsibilities:**

- Conduct inspections of residential, commercial, and public properties to ensure compliance with local building codes, zoning regulations, and nuisance ordinances.
- Investigate complaints regarding unsafe structures, non-permitted construction, substandard housing, junk and debris, overgrown vegetation, inoperative vehicles, and other code violations.
- Issue notices of violation, stop work orders, and citations as necessary to gain compliance. Work with property owners, contractors, tenants, and businesses to explain code requirements and provide guidance on corrective actions.
- Document inspections, investigations, violations, and correspondence in detailed reports and databases.
- Prepare case files for legal proceedings; testify in administrative hearings or court cases as required.
- Perform follow-up inspections to verify compliance and resolve outstanding violations.



- Collaborate with other departments and agencies (fire, police, health, public works) on joint inspections and enforcement actions.
- Attend training sessions to stay current on codes, ordinances, and best practices.
- Provide exceptional customer service in handling sensitive and sometimes adversarial situations.

#### Qualifications, Education & Experience:

- High school diploma or GED required.
- Coursework or certifications in Building Inspection, Utility Installation, Code Enforcement, or a related field preferred.
- 2+ years of experience in building inspection, code enforcement, or a related field desirable.

#### Licenses & Certifications:

- Valid driver's license required.
- Certification as a Building Inspector, Zoning Inspector, or similar (ICC certifications preferred), or ability to obtain within six months of hire.

#### Knowledge, Skills, and Abilities:

- Knowledge of building codes, property maintenance standards, Utility and Subdivision standards, and nuisance ordinances.
- Understanding of construction methods, materials, and building safety practices.
- Strong investigative, analytical, and problem-solving skills.
- Excellent written and verbal communication abilities.
- Ability to enforce regulations tactfully, firmly, and impartially.
- Competence in reading and interpreting plans, maps, and technical documents.
- Familiarity with software applications used for inspection reporting and case management.
- Ability to work independently in the field and manage time efficiently.
- Document inspection outcomes by completing detailed reports and performance records.
- Communicate with contractors, public works officials, and the general public to discuss project specifications and timelines.

- Identify and report any safety hazards or construction violations to the appropriate authorities.
- Advise contractors on construction plans and regulations to prevent possible violations.
- Inspecting construction sites to ensure compliance with public works project specifications and safety standards.
- Reviewing and interpreting construction plans, blueprints and specifications to ensure adherence to design and municipal standards.
- Enforcing compliance with regulatory standards by studying existing and new legislation, enforcing adherence to requirements, and advising management on needed actions.
- Conducting and coordinating testing of materials used in public works projects such as soil, concrete, and asphalt.
- Monitoring construction progress and reporting any deviations from plans to project engineers or supervisors.
- Providing technical support and guidance to contractors, utility companies, and the general public regarding public works projects.

#### Working Conditions:

- Fieldwork in various weather conditions and on uneven terrain.
- Exposure to potentially hazardous situations such as unsafe structures or confrontational individuals.
- Requires walking, standing, climbing ladders, and occasional lifting of up to 25 pounds.
- Travel within city limits

#### Salary Range:

Depending on experience and qualifications.

#### Benefits:

- Health insurance
- Retirement plans
- Paid time off
- Professional development opportunities

- Holiday pay
- Paid training and testing

**To Apply:**

Submit your resume and cover letter to [planning@cityofwillard.org](mailto:planning@cityofwillard.org)



## CITY OF WILLARD AGENDA REPORT BOARD OF ALDERMEN MEETING

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**TO:** Board of Aldermen

**FROM:** Mike Ruesch

**SUBJECT:** A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO SIGN THE APPROPRIATE DOCUMENTS TO COMPLETE THE JACKSON STREET DOWNTOWN SIDEWALK PROJECT

**ATTACHMENTS: 0**

**CITY OF WILLARD, MISSOURI  
RESOLUTION NO: 25-20**

**A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO SIGN THE APPROPRIATE DOCUMENTS TO COMPLETE THE JACKSON STREET DOWNTOWN SIDEWALK PROJECT**

**WHEREAS**, sidewalks are needed for improved safety and accessibility; and

**WHEREAS**, the downtown area is in need of interconnecting sidewalks; and

**WHEREAS**, improving the downtown area has been a priority;

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

Authorizes the mayor to enter into an agreement to complete the Jackson Street sidewalks in the downtown area

**Dated:** This the **14<sup>th</sup> day of April 2025** by the Board of Aldermen of the City of Willard, Missouri.

---

Troy Smith, Mayor

---

Attested by Rebecca Hansen, City Clerk



**CITY OF WILLARD AGENDA REPORT**  
**Board of Aldermen Meeting**

---

Item # 15.

**TO: BOARD OF ALDERMEN**

**FROM: PLANNING & DEVELOPMENT DIRECTOR**

**SUBJECT:**

**ATTACHMENTS: 0**

First Reading: 03/24/2025

Bill No: 25-21

Second Reading: 04/14/2025

Ordinance No: 250324

**AN ORDINANCE ALLOWING THE MAYOR TO ENTER INTO A CONTRACT WITH LANESHIFT FOR CONSULTING SERVICES**

**WHEREAS**, the City is creating a master transportation plan; and

**WHEREAS**, the City budgeted for consultation services for said plan; and

**WHEREAS**, Laneshift was approved as an on-call consultant for active transportation;

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

**Section 1:** The Mayor of the City of Willard is hereby authorized to enter into a contract with Laneshift, for consulting services; the agreement is incorporated herein and set out in full.

## Master Transportation Plan- City of Willard, MO

### Laneshift Support Services

**February 28, 2025**

The City envisions leading the development of a Master Transportation Plan (MTP), which will include motorized vehicle transportation and active forms of transportation within the same plan. The plan will be developed in collaboration with two outside consulting firms. Firm A, an engineering company, will be providing consulting related to streets and roads, with Laneshift providing consulting on active transportation aspects.

Specifically, Laneshift has been asked to provide the following services in support of the MTP planning process:

- A. Facilitation support with the steering committee, which will determine the project purpose, guiding principles, and strategic objectives of the plan.
- B. Collaboration in developing the public engagement plan/process for the MTP.
- C. Facilitate and support the execution of the MTP public engagement process.
  - i. Support in the development of an online public survey
  - ii. On-site facilitation and team support at public input sessions
  - iii. Conducting interviews with community stakeholders and or focus groups
- D. Active Transportation network, prioritization, and recommendations:
  - a. Cost estimation, prioritization, and phasing for active transportation projects.
- E. GIS and data visualization in support of the MTP.
  - a. Development of digital maps in support of the MTP. Existing conditions and planned projects.  
*Note: The city will be responsible for providing geodatabases for all existing bikeways, trails, sidewalks and streets. These items will not be inventoried or gathered by Laneshift.*
- F. Consultation related to design guidelines for active transportation infrastructure.
- G. Policy review and recommendations for possible amendments or revisions to the city's unified development ordinance and or development code. *Specific policy language will not be provided, and all code/ordinance language will be the responsibility of the city to develop and seek approval for.*

**Total estimated cost: \$52,000 +/-**

#### *Additional Services:*

The City may choose to engage Laneshift to assist in compiling materials, maps, and tables into a "Master Transportation Plan" document.

These services include the following:

- Graphic design of the Master Transportation Plan document
- Coordination with City and "Firm A" to gather all supporting materials and narrative
- Inclusion of maps and tables developed by City, Firm A, and Laneshift

What this does not include:

- Development of narrative, maps, tables, and graphics that are the responsibility of and produced by the City and Firm A. Laneshift will include graphics, tables, and narrative for Active transportation components; however, all other elements will be developed and supplied to Laneshift and will be included although not developed by Laneshift.

**Total estimate for additional services: \$24,000**





## Exhibit "B"

Standard Hourly Rate Schedule  
Effective January 1, 2025

Category	Hourly Rate	Category	Hourly Rate
<b>ARCHITECTURE</b>		<b>LANDSCAPE ARCHITECTURE</b>	
VICE PRESIDENT OF ARCHITECTURE .....	\$ 225	LANDSCAPE ARCHITECTURE MANAGER .....	\$ 190
DIRECTOR OF ARCHITECTURE .....	\$ 205	SR. LANDSCAPE ARCHITECT .....	\$ 170
SR. PROJECT MANAGER .....	\$ 175	PROJECT LANDSCAPE ARCHITECT .....	\$ 130
PROJECT MANAGER .....	\$ 165 SR.	LANDSCAPE DESIGNER II .....	\$ 110
PROJECT ARCHITECT .....	\$ 145	LANDSCAPE DESIGNER I .....	\$ 95
PROJECT ARCHITECT .....	\$ 135	LANDSCAPE DESIGN INTERN .....	\$ 85
INTERN ARCHITECT III .....	\$ 115	<b>PLANNING</b>	
INTERN ARCHITECT II .....	\$ 105	SR. PLANNING MANAGER .....	\$ 220
INTERN ARCHITECT I .....	\$ 95	PLANNING MANAGER .....	\$ 210 SR.
SR. DESIGNER .....	\$ 125	PLANNER .....	\$ 190 PROJECT
DESIGNER III .....	\$ 110	PLANNER .....	\$ 130 PLANNER III
DESIGNER II .....	\$ 90	.....	\$ 120 PLANNER II
DESIGNER I .....	\$ 80	.....	\$ 110
BIM COORDINATOR III .....	\$ 75	PLANNER I .....	\$ 100
BIM COORDINATOR II .....	\$ 60	<b>SURVEYING</b>	
BIM COORDINATOR I .....	\$ 50	SURVEYING PRINCIPAL .....	\$ 240
<b>CIVIL ENGINEERING</b>		SR. SURVEYING MANAGER .....	\$ 205
ENGINEERING PRINCIPAL .....	\$ 260	SURVEYING MANAGER .....	\$ 180 SR.
SR. ENGINEERING MANAGER .....	\$ 230	PROJECT SURVEYOR .....	\$ 160
ENGINEERING MANAGER .....	\$ 195 SR.	PROJECT SURVEYOR .....	\$ 140
PROJECT ENGINEER .....	\$ 170	SURVEYOR INTERN II .....	\$ 125
PROJECT ENGINEER .....	\$ 155	SURVEYOR INTERN I .....	\$ 110
ENGINEER INTERN III .....	\$ 140	SURVEY COORDINATOR .....	\$ 120
ENGINEER INTERN II .....	\$ 130	CREW CHIEF II .....	\$ 110
ENGINEER INTERN I .....	\$ 120 SR.	CREW CHIEF I .....	\$ 95
ENGINEERING DESIGNER .....	\$ 165	FIELD SURVEYOR III .....	\$ 85
ENGINEERING DESIGNER III .....	\$ 130	FIELD SURVEYOR II .....	\$ 75
ENGINEERING DESIGNER II .....	\$ 110	FIELD SURVEYOR I .....	\$ 65
ENGINEERING DESIGNER I .....	\$ 100	SURVEY CAD TECHNICIAN III .....	\$ 105
ENGINEERING CAD TECHNICIAN III .....	\$ 90	SURVEY CAD TECHNICIAN II .....	\$ 85
ENGINEERING CAD TECHNICIAN II .....	\$ 80	SURVEY CAD TECHNICIAN I .....	\$ 75
ENGINEERING CAD TECHNICIAN I .....	\$ 70	<b>UAV SERVICES</b>	
<b>ENVIRONMENTAL</b>		UAV TEAM LEAD .....	\$ 125
ENVIRONMENTAL MANAGER .....	\$ 210 SR.	UAV PILOT .....	\$ 85
ENVIRONMENTAL SCIENTIST .....	\$ 150	<b>GEOGRAPHIC INFORMATION SYSTEMS</b>	
PROJECT ENVIRONMENTAL SCIENTIST .....	\$ 120	SR. GIS MANAGER .....	\$ 175 GIS
ENVIRONMENTAL SCIENTIST II .....	\$ 100	MANAGER .....	\$ 140 GIS
ENVIRONMENTAL SCIENTIST I .....	\$ 80	ANALYST .....	\$ 105 GIS
ENVIRONMENTAL FIELD TECHNICIAN .....	\$ 65	TECHNICIAN II .....	\$ 80
<b>INSPECTION</b>		GIS TECHNICIAN I .....	\$ 55
SR. INSPECTOR .....	\$ 115	<b>REIMBURSABLE EXPENSES</b>	
INSPECTOR II .....	\$ 100	GPS Equipment .....	\$35/Hour
INSPECTOR I .....	\$ 80	Robotic Survey Equipment .....	\$20/Hour
<b>ADMINISTRATIVE</b>		LiDAR Scanning Equipment .....	\$35/Hour
ADMINISTRATIVE PRINCIPAL .....	\$ 225	UAV .....	\$1000/Unit
ADMINISTRATIVE MANAGER .....	\$ 170	Job Related Mileage .....	\$0.70/Mile
ADMINISTRATIVE IV .....	\$ 115	Per Diem for Out of Town Crews .....	Per GSA Allowable
ADMINISTRATIVE III .....	\$ 90	Airfare and other travel related expenses .....	At Cost
ADMINISTRATIVE II .....	\$ 70	Black and white 8.5"x11" Copies .....	\$0.15/sheet
ADMINISTRATIVE I .....	\$ 55	Color 8.5"x11" Copies .....	\$1.50/sheet
		Photo Paper Color Plan Sheet Copies .....	\$0.75/sq. ft.
		Reproducible Plan Copies (Vellum) .....	\$1.50/sq. ft.
		Reproducible Plan Copies (Bond) .....	\$0.35/sq. ft.
<b>All rates are subject to change without notice.</b>			

**Section 2:** This ordinance shall take effect and be in force from and after its passage and approval.

Read two times and passed at a meeting of the Board of Aldermen of the City of Willard, Missouri on the **14<sup>th</sup> day of April 2025.**

Approved as to Form: \_\_\_\_\_  
Nate Dally, City Attorney

Approved By: \_\_\_\_\_  
Troy Smith, Mayor

Attested By: \_\_\_\_\_  
Rebecca Hansen, City Clerk

## Master Transportation Plan- City of Willard, MO

### Laneshift Support Services-Proposed Scope of Services

April 1, 2025

The City envisions leading the development of a Master Transportation Plan (MTP), which will include motorized vehicle transportation and active forms of transportation within the same plan. The plan will be developed in collaboration with two outside consulting firms. Firm A, an engineering company, will be providing consulting related to streets and roads, with Laneshift providing consulting on active transportation aspects.

Specifically, Laneshift has been asked to provide the following services in support of the MTP planning process:

- A. Facilitation support with the Master Transportation Plan steering committee, which will determine the project purpose, guiding principles, and strategic objectives of the plan.
  - a. This will include up to a ½ day working session with the steering committee.
- B. Collaboration in developing the public engagement plan/process for the MTP.
- C. Facilitate and support the execution of the MTP public engagement process. This includes the following:
  - i. Development of an online public survey
    - a. *The City of Willard will be responsible for distributing the survey via social media and the city website*
  - ii. On-site facilitation and team support at public input sessions
    - a. *Laneshift will provide facilitation and support for up to two public input sessions. Laneshift's focus will be soliciting input on active transportation aspects of the MTP.*
      - i. *The first session will be at the beginning of the project and will be ~2 hours in duration at a public venue ideally from 5:30 pm-7:30pm on a weeknight.*
      - ii. *The second session will occur near the end of the project and will be ~2 hours in duration at a public venue ideally from 5:30 pm-7:30pm on a weeknight.*
  - iii. Conducting interviews with focus groups made up of community stakeholders. Laneshift will conduct up to four focus group interviews.
    - a. Recommended focus groups:
      - i. Emergency Services (Fire, Police EMS)

- ii. Schools
- iii. Chamber of Commerce and Convention and Visitors Bureau
- iv. TBD

D. Development of digital maps reflecting the locations of existing active transportation facilities within Willard. *Note: The city will be responsible for providing geodatabases for all existing bikeways, trails, sidewalks and streets. These items will not be inventoried or gathered by Laneshift.*

E. Development of digital maps of proposed/future active transportation facilities such as shared-use paved paths (and sidepaths), strategic sidewalk connections and on-street bicycle infrastructure where appropriate.

a. Digital maps depicting locations of future/proposed active transportation facilities to include:

- i. Future shared-use paved path locations
- ii. Future strategic sidewalk connections
- iii. Future on-street (bicycle facility locations)
- iv. Compilation map showing all future active transportation facilities

F. Development of planning level cost estimates, prioritization and recommended phasing of proposed/future active transportation facilities. *Note: Planning level cost estimates will be provided as orders of magnitude and reflect an average cost per linear foot to construct based on levels of complexity of construction. These will be included in a single, master spreadsheet listing project name, linear feet of project, constructability cost ranking, and prioritization score based on proximity to destinations such as schools, parks, and employment centers.*

G. Consultation related to general design guidelines for active transportation infrastructure.

- i. Provide definition and general design guidelines for shared use facilities
  - 1. Shared use paved paths
  - 2. Side paths
- ii. Provide definition and general design guidelines for bicycle facilities
  - 1. Physically Separated
  - 2. Visually Separated
  - 3. Mixed traffic
- iii. Provide definition and general guidelines for sidewalks

- H. Laneshift will review the language in the City's Unified Development Ordinance and Development Code related to active transportation and provide recommendations for possible amendments or revisions. *Specific policy language will not be provided, and all code/ordinance language will be the responsibility of the city to develop and seek approval for.*
- I. Laneshift will provide a final document which will include an overview of public engagement, digital maps, design guidelines, policy recommendations, cost estimates/prioritization/phasing spreadsheet and relevant narrative related to these items. This document will be limited in nature and be focused only on items listed above.

**Total estimated cost: \$43,930**

*This reflects a not-to-exceed amount with Laneshift completing work on an hourly basis at billable rates listed in the cost proposal shown on page 4. Laneshift will submit monthly invoices for work in support of the scope of services with invoices due upon receipt. Tasks that fall outside of those listed in the proposed scope of services are not included and will be subject to a change order that will be mutually agreed upon (including detailed scope and fee) by the city and Laneshift prior to work beginning.*

**Additional/optional services:**

The City may choose to engage Laneshift to assist in compiling materials, maps, and tables into a "Master Transportation Plan" document.

*These services include the following:*

- Graphic design of the Master Transportation Plan document
- Coordination with City and "Firm A" to gather all supporting materials and narrative
- Inclusion of maps and tables developed by City, Firm A, and Laneshift

*What this does not include:*

- Development of narrative, maps, tables, and graphics that are the responsibility of and produced by the City and Firm A. Laneshift will include maps, graphics, tables, and narrative for Active transportation components; however, all other elements will be developed and supplied to Laneshift and will be included although not developed by Laneshift.

**Total estimate for additional services: \$19,175**

## City of Willard - MTP Support- Cost Proposal-Laneshift

Tasks			Task 1		Task 2		Task 3		Task 4		Task 5		Task 7		Task 8		Total Hours	Total Cost		
Task Title			Project Management & Coordination		Facilitation support with steering committee		Public Engagement plan + Facilitation		Network Inventory and mapping		Design guidelines		Network Recommendations and prioritization		Policy review				Contingency	
Name	Role	Loaded Hrly		Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		Cost		
Ryan Hale (Laneshift)	Planning Manager	\$ 210	10	\$2,100	8	\$ 1,680	25	\$ 5,250	4	\$ 840	5	\$1,050	15	\$ 3,150	6	\$ 1,260	10	\$ 2,100	83	\$17,430
Marina Kashubin (Laneshift)	Project Specialist	\$ 115	20	\$2,300	8	\$ 920	15	\$ 1,725	2	\$ 230	2	\$ 230	2	\$ 230	1	\$ 115	4	\$ 460	54	\$ 6,210
Jocelynn Crowther (Laneshift)	Sr. Project Engineer	\$ 170	5	\$ 850	0	\$ -	0	\$ -	5	\$ 850	10	\$1,700	5	\$ 850	8	\$ 1,360	4	\$ 680	37	\$ 6,290
Jacob Truman (Laneshift)	Visual Design Coordinator	\$ 100	0	\$ -	0	\$ -	15	\$ 1,500	40	\$4,000	10	\$1,000	35	\$ 3,500	20	\$ 2,000	20	\$ 2,000	140	\$14,000
Total			35	\$5,250	16	\$ 2,600	55	\$ 8,475	51	\$5,920	27	\$3,980	62	\$ 7,730	35	\$ 4,735	38	\$ 5,240	319	\$43,930

Travel time to Willard from Rogers, AR will be billed at the hourly rates listed above.

The consultant team will accrue hours for tasks completed in the cost proposal and will invoice the client on a monthly basis with invoices being due upon receipt.

		Task (Optional Services)	
		Hours	Cost
RH	\$ 210	30	\$ 6,300
MK	\$ 115	25	\$ 2,875
JC	\$ 170		\$ -
JT	\$ 100	100	\$10,000
Total			\$19,175



**CITY OF WILLARD AGENDA REPORT**  
**BOARD OF ALDERMEN MEETING**  
**Meeting Date: March 24 & April 14, 2025**

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**TO:** Board of Aldermen

**FROM:** Wes Young, City Administrator

**SUBJECT:** **AN ORDINANCE AUTHORIZING THE CITY OF WILLARD, MISSOURI, TO ENTER INTO AN AGREEMENT WITH INTERNATIONAL CYBERNETICS COMPANY, LP D/B/A/ IMS INFRASTRUCTURE MANAGEMENT SERVICES FOR THE PAVEMENT MANAGEMENT AND STRUCTURAL TESTING PROJECT, APPROVING THE FEE PROPOSAL AND SCOPE OF WORK, AND AUTHORIZING EXECUTION OF NECESSARY DOCUMENTS**

**ATTACHMENTS: 1**

**First Reading: 03-24-2025**  
**Bill No.: 25-24**

**Second Reading: 04-14-2025**  
**Ordinance No.: 250324C**

**AN ORDINANCE AUTHORIZING THE CITY OF WILLARD, MISSOURI, TO ENTER INTO AN AGREEMENT WITH INTERNATIONAL CYBERNETICS COMPANY, LP D/B/A IMS INFRASTRUCTURE MANAGEMENT SERVICES FOR THE PAVEMENT MANAGEMENT AND STRUCTURAL TESTING PROJECT, APPROVING THE FEE PROPOSAL AND SCOPE OF WORK, AND AUTHORIZING EXECUTION OF NECESSARY DOCUMENTS.**

**WHEREAS**, the City of Willard, Missouri ("City") recognizes the need for comprehensive pavement management and structural testing to assess and maintain its roadway infrastructure; and

**WHEREAS**, International Cybernetics Company, LP d/b/a IMS Infrastructure Management Services ("Consultant") has submitted a Fee Proposal and Scope of Work (attached hereto as Exhibit A) for the completion of pavement condition surveys and structural testing services within the City of Willard; and

**WHEREAS**, the total cost for services as outlined in the Fee Proposal and Scope of Work is **Forty-Four Thousand Three Hundred Twenty-Five Dollars (\$44,325.00)**, which includes pavement condition data collection, GIS review, analysis, reporting, and structural testing; and

**WHEREAS**, the Consultant has been determined to have the necessary expertise, experience, and technological capability to perform the requested services in a manner that aligns with the City's infrastructure management objectives; and

**WHEREAS**, the Board of Aldermen finds it in the best interest of the City to approve the agreement with Consultant to proceed with the project.

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

SECTION 1. The Board of Aldermen hereby approves and adopts the Fee Proposal and Scope of Work as submitted by International Cybernetics Company, LP d/b/a IMS Infrastructure Management Services, attached hereto as **Exhibit A**, for the execution of the Pavement Management and Structural Testing Project.

SECTION 2. The Mayor is authorized to execute the agreement, along with any other necessary documents, on behalf of the City of Willard to effectuate the implementation of the project as outlined in the approved scope of work.



SECTION 3. The total compensation for services under this agreement shall not exceed **Forty-Four Thousand Three Hundred Twenty-Five Dollars (\$44,325.00)** unless authorized by a formal amendment approved by the Board of Aldermen.

SECTION 4. This ordinance shall be in full force and effect from and after its passage and approval.

Read two times and passed at a meeting of the Board of Aldermen of the City of Willard, Missouri, on the **14th day of April 2025**.

Approved By: \_\_\_\_\_

Troy Smith, Mayor

Attested By: \_\_\_\_\_

Rebecca Hanson, City Clerk

Approved as Form: \_\_\_\_\_

Nate Dally, City Attorney

International Cybernetics Company, LP (ICC) d/b/a IMS Infrastructure Management Services ("Consultant") with its principal office at 10630 75<sup>th</sup> Street, Largo, FL 33777, Phone: 727-547-0696 and

Willard, MO with its principal offices at 224 W Jackson Willard, MO 65781 Phone: (417) 593-5823 ("Client"). Consultant and Client may hereinafter be referred to collectively as the "Parties."

### **RECITALS**

WHEREAS, Consultant agrees to fulfill and perform the work as set forth under Scope of Work (Appendix A), and Client agrees to fulfill its obligations, including providing information required for project setup and compensating the Consultant as set forth under pricing (Appendix A);

NOW, THEREFORE, the Parties hereto, intending to be legally bound, do hereby agree that the project overview and Pricing below accurately reflect the work to be performed and the price to be paid; and

The Parties accept the standard terms and conditions of sale as described in the attached (Appendix B); and

The Parties agree that any modifications to the scope of work or pricing will be agreed to in writing and explicitly acknowledged by both Parties in order to be binding, and

The Parties agree that any agency, current or future, within the same state shall be allowed to participate in this agreement during the life of the contract, even if it is not listed amongst the solicitation participants. While this clause in no way commits an Agency to purchase from Agency's awarded contractor, nor does it guarantee any additional orders will result, it does allow Agencies, at their discretion, to make use of Agency's competitive process (provided said process satisfies their own procurement guidelines) and purchase directly from the awarded contractor. All purchases made by other Agencies shall be understood to be transactions between that Agency and the awarded vendor; the Agency shall not be responsible for any such purchases.

IN WITNESS WHEREOF, this Contract is entered into as of the day and year written above. The Client and Consultant hereby represent and warrant to each other that each of the signers below have the right, power, legal capacity, and authority to enter into and bind the corresponding organization to perform its obligations under this Contract, and that the signature and execution of this Contract has been duly authorized.





Reference Project Overview for scope of work and fees, a total of \$44,325.00

International Cybernetics Company, LP  
d/b/a IMS Infrastructure Management Services

Willard, MO

Date: 3/11/2025

Date: \_\_\_\_\_

By: John Till  
Digitally signed by John Till  
DN: cn=John Till, c=US, o=ICC-IMS, ou=ICC-IMS, email=jtill@icc-ims.com  
Date: 2025.03.11 09:11:21 -0400

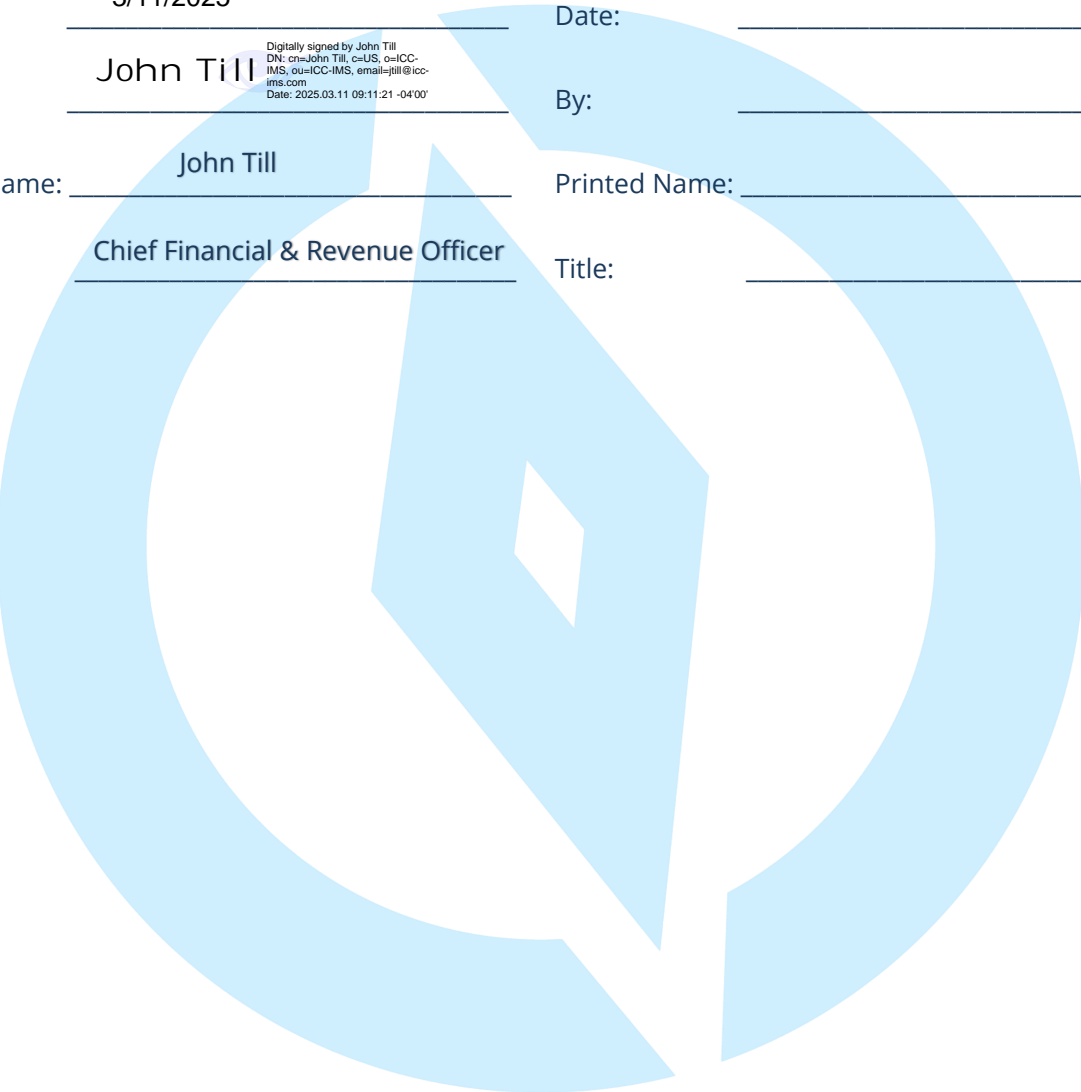
By: \_\_\_\_\_

Printed Name: John Till

Printed Name: \_\_\_\_\_

Title: Chief Financial & Revenue Officer

Title: \_\_\_\_\_



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## Appendix A – Fee Proposal and Scope of Work



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Willard, MO

# Fee Proposal

Opportunity ID: 24-08-05183



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8/27/2024

Willard, MO  
Wesley R. Young, MPA, CPM  
City Administrator  
[ca@cityofwillard.org](mailto:ca@cityofwillard.org)

**Re: Willard, MO – Pavement Management and Structural Testing Project**

Dear Wesley,

IMS Infrastructure Management Services (IMS) is pleased to present this budgetary estimate for a roadway pavement condition survey for Willard, MO in partnership with CJW. As an industry leader with four decades of pavement and asset management experience, we enable data-driven decision-making, ensuring that the agency's maintenance and rehabilitation funding results in the highest return on investment.

Our project approach is based on four principles:

- **Starting with the end in mind.** We are committed to understanding the agency's goals and objectives for this project. We work side-by-side with our clients to ensure all project goals are met and provide high-quality deliverables on time and within budget.
- **Confident, informed decision-making.** Accurate data provides the foundation for pavement management analyses, which identify the most appropriate maintenance or rehabilitation activity for each roadway pavement.
- **Maximizing return on investment.** When you choose IMS, you gain a dedicated partner. Backed by decades of experience, our support results in better outcomes and translates to enhanced funding justification and more strategic allocation of existing funding.
- **Providing smart, end-to-end solutions.** We provide professional services powered by end-to-end software, enabling you and the agency to review and visualize data confidently and easily.

We look forward to delivering this project successfully. Please do not hesitate to contact me with any additional questions at (813) 469-2087 or by email at [jtill@icc-ims.com](mailto:jtill@icc-ims.com).

Best Regards,  
**IMS Infrastructure Management Services**



**John Till, Chief Financial & Revenue Officer**



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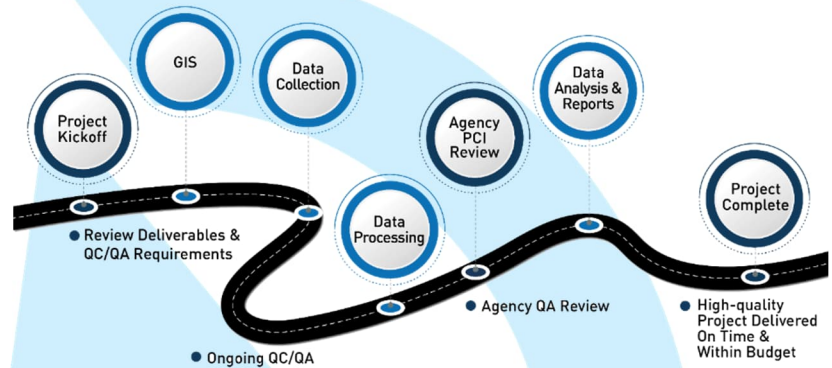


## Project Overview

The primary objective of this project is to collect 50 test miles of roadway condition data. To ensure adequate coverage across the roadway network, we survey roads with greater than three lanes in both directions and all remaining roads in one direction. Our project roadmap, shown in the figure below, has evolved over the years and reflects our team's collective experience of successfully delivering thousands of similar projects. (See Appendix A for more details on each step in our project roadmap.)

The pavement condition survey will be performed with an IrisPRO Pave™ data collection system. The IrisPRO Pave™ collects georeferenced, high-resolution 3D imagery of the pavement surface, spherical right-of-way imagery, and longitudinal and transverse profile measurements.

Collected data are processed to quantify the type, severity, and quantity of pavement surface distresses, including cracking and rutting. Pavement roughness values are reported following the International Roughness Index (IRI) method. Processed data are delivered in both an Excel spreadsheet and a geodatabase. Roadway imagery is published to our Inform™ online data visualization platform for easy review and reference by agency staff.





## Deliverables

**01**

### **Roadway Pavement Condition Data**

Reported in an Excel spreadsheet and a geodatabase.

**02**

### **Easy Street Analysis (ESA) of Roadway Pavements**

- Easy Street Analysis (ESA) pavement management spreadsheet
- Customizable prioritization and deferred cost analysis
- ESA training session (two hours) via Teams

**03**

### **Five (5) Year, Network-Level Pavement Management Plan**

**04**

### **Inform™ Online Data Viewer**

Enables convenient, browser-based viewing of collected data and imagery. *(Note: 90 days of hosting for unlimited agency users is included from the time of implementation.)*

**05**

### **Additional Value-Added Services**

If applicable, based on our discussions with you, this budgetary estimate includes information and pricing on additional value-added services, described in more detail below.



## Budgetary Estimate

### Willard, MO

(Note: The final fee and scope of work depends on confirmation of test miles to be surveyed and analysis and reporting requirements).

Budgetary Estimate – Roadway Pavement Condition Survey					
Name	Qty.	Units	Price	Disc.	Total Price
<b>Project Initiation</b>					
<b>Project Setup and Kickoff</b>	1	Lump Sum	\$3,500.00		<b>\$3,500.00</b>
<b>Project Management</b>	1	Lump Sum	\$2,500.00		<b>\$2,500.00</b>
<b>GIS Review and Survey Extents Verification</b>	35	Test Miles	\$15.00		<b>\$525.00</b>
<b>Intensive GIS Line Work Cleanup</b>	1	Lump Sum	\$1,500.00		<b>\$1,500.00</b>
<b>Field Survey</b>					
<b>Mobilization/Calibration</b>	1	Lump Sum	\$3,900.00		<b>\$3,900.00</b>
<b>Field Data Collection - IrisPRO Pave</b>	50	Test Miles	\$115.00		<b>\$5,750.00</b>
<b>Data Management</b>					
<b>Data Processing: Enhanced ASTM D6433 (Including QC/QA) - According to Standard Data Dictionary</b>	50	Test Miles	\$30.00		<b>\$1,500.00</b>
<b>Easy Street Analysis (ESA)</b>	1	Lump Sum	\$5,500.00		<b>\$5,500.00</b>
<b>Pavement Management Plan (PMP)</b>	1	Lump Sum	\$2,400.00		<b>\$2,400.00</b>
<b>Inform - &lt;400 lane miles (90 days free from deployment)</b>	1	Per Year	\$2,000.00	100%	<b>\$0.00</b>
<b>Inform Web Hosting (90 days free from deployment)</b>	50	Per year per mile	\$1.20	100%	<b>\$0.00</b>
<b>Subtotal</b>					<b>\$27,075.00</b>



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Budgetary Estimate - Structural Testing					
Name	Qty.	Units	Price	Disc.	Total Price
<b>Mobilization/Calibration (FFWD)</b>	1	Lump Sum	\$4,000.00		<b>\$4,000.00</b>
<b>Field Data Collection - Fast Falling Weight Deflectometer (FFWD) - Per Mile</b>	50	Test Miles	\$150.00		<b>\$7,500.00</b>
<b>Data Processing: Standard FFWD (Including QC/QA)</b>	1	Lump Sum	\$1,750.00		<b>\$1,750.00</b>
<b>Calculate Structural Number (S<sub>Neff</sub>)</b>	1	Lump Sum	\$1,000.00		<b>\$1,000.00</b>
<b>Calculate Structural Number Required (S<sub>Nreq</sub>) Based on ADT and Provide Structural Index</b>	1	Lump Sum	\$2,000.00		<b>\$2,000.00</b>
			<b>Subtotal</b>		<b>\$17,250.00</b>

<b>Grand Total</b>	<b>\$44,325.00</b>
--------------------	--------------------



## Company Profile

IMS Infrastructure Management Services – now powered by International Cybernetics Company (ICC) – has revolutionized roadway infrastructure management since 1975. With the 2022 merger of IMS and ICC, the IMS team of infrastructure consultants is now backed by ICC's industry-leading data acquisition technologies. We take pride in having one of the industry's largest fleets of advanced pavement, sidewalk, and right-of-way asset data collection systems.



Over the past five years, we have made a \$5 million investment in enhancing our Unify™ software suite, solidifying our position as an industry leader in providing fully integrated, end-to-end data collection, processing, and visualization tools. Our advanced systems – combined with our rigorous approach to quality control – empower us to generate unparalleled data quality while setting the industry benchmark for the fastest turnaround time. The actions that we have taken over the past five years illustrate our continued commitment to improving data quality while simultaneously reducing data collection costs for our clients.

We offer the following pavement management services:

- Automated and semi-automated pavement condition assessments.
- Non-destructive pavement testing and analysis.
- Pavement management system implementation and training.
- Pavement management plan development and presentation.

In addition to pavement management services, IMS offers complementary services such as:

- Right-of-way asset inventory development using 360-degree imagery and mobile Lidar.
- Sidewalk and Americans with Disabilities (ADA) compliance surveys.
- Data visualization services using dashboards, StoryMaps, and web applications built on GIS.

Welcome to the new era of infrastructure management, where consulting services are powered by advanced technologies. ***Together, IMS – now powered by ICC – are paving the way forward!***



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## Industry-Leading Technologies

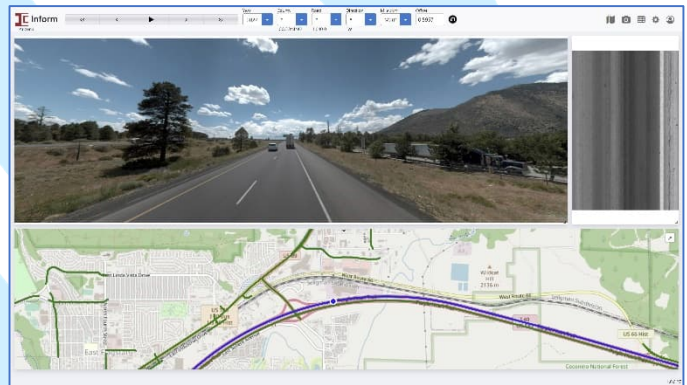
### IrisPRO Pave™

The pavement condition survey will be performed using an IrisPRO Pave™ data collection system. The IrisPRO Pave™ is equipped with industry-leading data acquisition technologies, including an inertial profiler, a second-generation Laser Crack Measurement System (LCMS-2), a FLIR Ladybug5+ 30MP 360-degree camera, and an iXBlue A7 or OxtS INS with DGPS.



### Inform™ Online Data Viewer

The Inform™ data viewer is an easy-to-use, browser-based, cloud-hosted tool for reviewing pavement condition data and associated imagery. Inform™ presents the data in a map-based environment, enabling agencies to review all collected pavement data, including cracking, rutting, and roughness. The Inform™ viewer is fast, intuitive, and reduces the need for field visits.



*"Inform has not only met but also surpassed our expectations. It is quick, exceptionally responsive, requires no IT involvement, and is incredibly user-friendly for individuals of all levels."*

– Robert Bush, Program Manager, Arizona DOT



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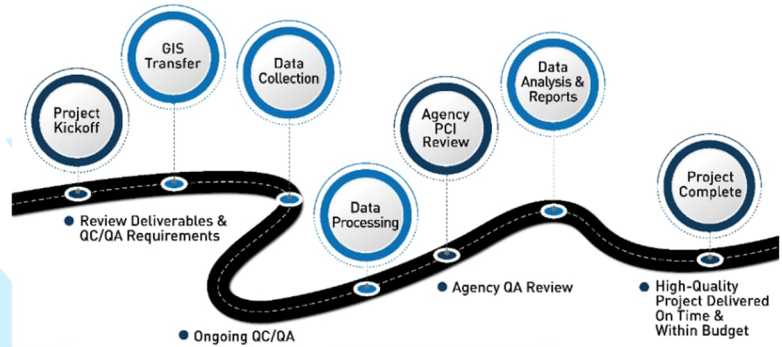
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# APPENDIX

## Appendix A – Typical Project Roadmap

### Step 1: Project Kickoff

The IMS project manager schedules a kickoff meeting with your agency's project team to review the project scope, schedule, and fee. The IMS project manager ensures that the IMS team and agency stakeholders clearly understand the goals and objectives of the project.



### Step 2: GIS Linkage and Survey Map Development

Following the kickoff meeting, IMS' GIS team reviews the agency's roadway network and verifies the roadways to be collected. The agreed-upon roadway network is loaded into ICC Drive™ software, which defines the pavement network segmentation and attribution to be collected and delivered.

### Step 3: Data Collection

The pavement condition survey is performed with an ICC IrisPRO Pave™ data collection system. Georeferenced, high-resolution 3D imagery of the pavement surface, spherical right-of-way imagery, and longitudinal and transverse profile measurements are collected.

### Step 4: Data Processing

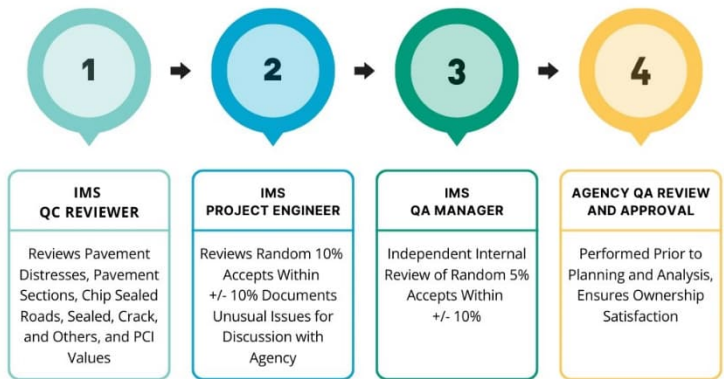
The collected data are processed using ICC Connect™ software to quantify the type, severity, and quantity of pavement surface distresses, including cracking and rutting. Pavement roughness values are reported using the International Roughness Index (IRI) method.





**Step 5: Multi-step QC/QA** IMS has developed a unique approach to pavement condition surveys by coupling the power of automated algorithms with manual review of distress data by trained and certified pavement raters. All data is manually reviewed by our QC team, then reviewed by our QA manager, and lastly, submitted to the agency for final review and acceptance. This rigorous QC/QA process provides an added measure of confidence that the pavement condition data is accurate.

### Comprehensive Data Quality Management



### Step 6: Data Analysis & Reports

- **Comprehensive Analysis**  
Our data analysis is thorough and tailored to provide insights that drive decision-making.
- **Detailed Reporting**  
We deliver comprehensive reports that are clear, concise, and customized to your reporting standards.

### Step 7: Project Closeout

Project deliverables will be sent to you for final approval and acceptance.



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## Appendix B – Additional Value-Added Services

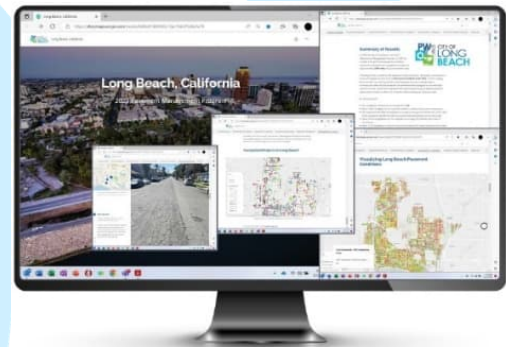
### Right of Way (ROW) Asset Collection (e.g., signs, markings, curb, and gutter, etc.)

**Imagery collected during the pavement condition survey can be used to build ROW asset inventories and condition assessments** for signs, sign supports, curb and gutter, sidewalks and multi-use trails, ADA ramps, pavement markings and striping, traffic signals, trees, and many others. While we offer multiple methods for collecting ROW asset data, which is a primary component of half of all our projects, this is the most efficient.



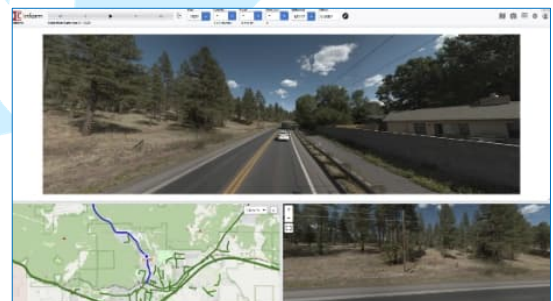
### Web-based GIS Visualization via StoryMaps and Dashboards

**Easy-to-use and easy-to-maintain web-based, geocentric StoryMaps and Dashboards can be built to serve not only internal staff but also constituents.** These tools provide a dynamic way to present complicated information visually. StoryMaps and Dashboards may be configured for use within the agency for coordinating projects across departments or for presentation to the public to promote transparency and trust.



### Inform™ Data Hosting

**IMS offers a convenient, web-based tool for reviewing pavement condition data and associated imagery.** Our cloud-hosted visualization and analysis software Inform™ enables agencies to review collected pavement and asset data. The software is fast, intuitive, and is the simplest way to make valuable photolog images available to every user. **Ninety (90) days of complimentary hosting is included with all IMS projects.** Competitive pricing for data hosting in year two and beyond is available upon request.



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## Structural Testing with a Fast-Falling Weight Deflectometer (FastFWD)

**IMS offers additional pavement testing techniques to enhance decision-making and project prioritization.**

The FastFWD applies a dynamic load to the pavement surface to measure structural capacity and pavement layer stiffness values.

We integrate the structural index (SI) as a component of each roadway's final PCI to help you better predict future performance and fine-tune rehabilitation activities, such as determining when to reconstruct vs. mill and overlay.



## Sidewalk, Trail, and Parking Lot Surveys with a Sidewalk Surface Tester (SST)

**We deploy our Sidewalk Surface Testers (SST) for capturing sidewalk inventory and condition data, SSTs may also be deployed to collect data for narrow alleys, parking lots, bike paths, and multi-use trails.** SST surveys yield comprehensive sidewalk condition data that may be used in combination with lidar pedestrian curb ramp data to develop detailed ADA transition plans. With the evolving Prowag requirements, it is critical for agencies to have a plan in place for routinely assessing the condition of and proactively maintaining their pedestrian walkways.



## Mobile Lidar for Pedestrian Curb Ramp Assessments

**Mobile Lidar is deployed to supplement ROW inventory surveys by creating a 3D point cloud from which measurements can be extracted.** Our mobile lidar system collects 1.2 million points per second, resulting in extremely dense point clouds. The integrated Ladybug5+ camera captures high-resolution spherical imagery at defined intervals. Using the lidar point cloud, IMS can efficiently take detailed measurements of pedestrian curb ramps.



## Roadway Friction Testing

**Friction testing is a critical element of roadway safety inspections. Adequate friction can help reduce accidents and save lives.** In the last five years alone, we have successfully completed 174 friction testing projects. The friction of the pavement surface is measured in accordance with ASTM E274 and incorporates a ribbed tire in accordance with ASTM E501 for studies of the left wheel path at each site.



## In-Person (or Virtual) Council Presentations

**IMS is often asked to develop and deliver a council presentation to educate council members and the public on the concepts of pavement management and the results of the surveys, health of the roadway network and recommendations as a value-added service.** We work collaboratively with agency staff to develop highly focused presentations that layout the existing state of the agency's roadways and the funding required to meet the agency's goals and objectives.



## Customized Written Reports and Specialty Maps

**IMS will prepare all project documentation, including a draft and final summary report of the findings and conclusions as part of the project.** Additional analyses and specialty maps may be added to the final report to enhance the ability of the agency to communicate existing pavement conditions, forecasted conditions, and M&R needs and priorities.



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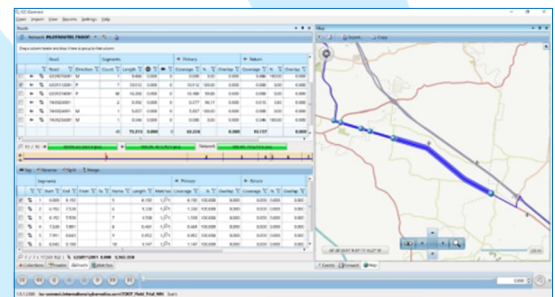
## Software “Needs Assessments,” Training, and Technical Support

**IMS performs software needs assessments for agencies to determine the pavement management system that will best meet the agency’s needs.** We also provide software training as a value-added service. We review the agency’s existing IT structure, program goals, and user skillsets to make a recommendation on what pavement management software will best meet the need. Ongoing technical support is another popular value-added service available regardless of software.



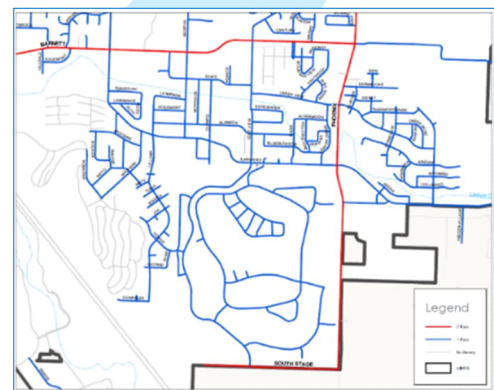
## GIS “Clean-up” Services – No GIS... No Problem!

**IMS reviews the integrity of the agency’s GIS to ensure that segmentation conforms to pavement management best practices and that the existing attribution is correct.** Our team of GIS technicians and analysts assist agencies in validating their GIS and modifying it, when necessary, to meet pavement management goals and objectives. Developing pavement-specific GIS layers is often necessary for reporting pavement conditions in a logical, easy-to-understand format.



## Roadway Functional Class Review

**IMS reviews the functional classification and characteristics of the agency’s roadway network to make any necessary adjustments to highway, road, and street classifications.** Understanding the volume of traffic and associated traffic loads is critical in determining the appropriate maintenance and rehabilitation activity for each roadway pavement.



## Appendix B – Terms & Conditions

### 1. DEFINITIONS

- a. In these Terms and Conditions of Sale, "Consultant" means International Cybernetics Company, LP and IMS Infrastructure Management Services and, if related to service work within the country of Canada, International Cybernetics Canada, Inc.; and
- b. "Client" means the person, firm, organization, or corporation by whom the purchase order is given.
- c. "Services" means data collection, processing, analysis, consulting, training, and similar activities performed by Consultant for the Client.

### 2. THE CONTRACT

- a. All purchase orders must be received in writing and are accepted subject to these Terms and Conditions of Sale. No terms or conditions put forward by Client and no representations, warranties, guarantees or other statements not contained in Consultant's quotation or acknowledgement of order nor otherwise expressly agreed in writing by Consultant shall be binding on Consultant.
- b. The Contract shall become effective only upon the date of acceptance of Client's order. Such acceptance will be by a mutually executed contract (including the one attached hereto), task order, notice to proceed, and all necessary Client-provided deliverables to allow the Consultant to perform on contract, such as road network definition (GIS), analysis parameters, etc., or upon the date of fulfillment of all conditions stipulated in the Contract (the "Effective Date").
- c. No alteration or variation to the Contract shall apply unless agreed in writing by both parties. However, Consultant reserves the right to effect minor modifications and/or improvements to the final deliverables of services before delivery provided that the performance of the Services is not adversely affected.
- d. The Client, having taken full note of the characteristics of the services sold by Consultant, particularly on the basis of the indications provided in documentation, catalogues and, where applicable, during presentations given by Consultant, has satisfied itself as to the suitability of the Services for its own needs. Where it has not contacted Consultant for any additional details prior to the acceptance of the order, the Client acknowledges that it has been adequately informed.

### 3. VALIDITY OF QUOTATION AND PRICES

- a. Unless previously withdrawn, Consultant's quotation is open for acceptance within the period stated therein or, when no period is so stated, within sixty (60) days after its date.
- b. Prices are firm for delivery within the period stated in Consultant's quotation and are exclusive of (i) Sales Tax and (ii) any similar and other taxes, duties, levies or other like charges arising outside the State of Florida in connection with the performance of the Contract.

### 4. PAYMENT

- a. Payment shall be made according to the Consultant's standard payment terms, unless defined otherwise in the Contract. The "Effective Date" shall in no case be earlier than the date on which the first payment is received by Consultant. Standard payment terms for Services are monthly progress payments based on services rendered during the month at the unit prices defined in the Contract. Invoices for Services will be dated on or before the last day of each month.
- b. Payment shall be made: (i) in full without set-off, counterclaim or withholding of any kind (save where and to the extent that this cannot by law be excluded); and (ii) in the currency of Consultant's order

confirmation within thirty days of date of invoice unless otherwise specified by Consultant's finance department.

- c. Without prejudice to Consultant's other rights, Consultant reserves the right to: (i) charge interest on any overdue sums at 1% per month during the period of delay; (ii) suspend performance of the Contract (including withholding shipment) in the event that Client fails or in Consultant's reasonable opinion it appears that Client is likely to fail to make payment when due under the Contract or any other contract; and (iii) at any time require such reasonable security for payment as Consultant may deem reasonable.

### 5. DELIVERY PERIOD

- a. Unless otherwise stated in Consultant's order confirmation, all periods stated for delivery or completion are measured from the Effective Date and are to be treated as estimates only, not involving any contractual obligations or liability.
- b. Delivery of Services within the estimated timeframe depends upon the Consultant's existing project commitments, fleet schedule, resource availability, access to the roads to be collected, and good weather (dry roads, temperatures above freezing). Any delays due to these variables may affect the delivery/completion period but shall not affect the Contract Price.
- c. Assumes assets to be collected are in the public right-of-way and unobscured from the line-of-sight of the data collection vehicle's cameras (ex: no significant vegetation or overgrowth, damaged, or vehicle obstruction). On two-lane roads, the 360-degree camera will capture assets in the direction of travel, and the 360-degree camera will capture the assets in the opposite direction. Therefore, only one pass will be required on these streets. Streets with more than two lanes may require additional passes depending on the number of lanes or division of lanes by median island.
- d. If Consultant is delayed in or prevented from performing any of its obligations under the Contract due to the acts or omissions of Client or its agents (including but not limited to failure to provide specifications, working drawings, road network definition (GIS), analysis parameters, and/or such other information as Consultant reasonably requires to proceed expeditiously with its obligations under the Contract), the delivery/completion period and the Contract Price shall both be adjusted accordingly.
- e. If delivery of Services is delayed due to any act or omission of Client, having been notified that Consultant is awaiting the completion of Client's obligations, Consultant shall be entitled to place the project on hold and cease further work on the project until such time that the obligations are met. Upon placing the project on hold, the Consultant shall be entitled to invoice Client for all work completed to date including for partially-completed data collection, processing, or analysis and for undelivered data.
- f. To ensure timely project execution and success, both Client and Consultant understand that all questions and information requests related to this project from the Client to the Consultant are to be responded to within three (3) business days and the acceptance and/or feedback of any deliverables provided to Client from Consultant is to occur within ten (10) business days.

### 6. FORCE MAJEURE

- a. Force Majeure of any kind, unforeseeable production, traffic or shipping disturbances, war, acts of terrorism, fire, floods,



unforeseeable shortages of labor, utilities or raw materials and supplies, strikes, lockouts, pandemics, acts of government, restrictions on travel, and any other hindrances beyond the control of the party obliged to perform which diminish, delay or prevent production, shipment, acceptance or use of the Services or provided data, or make it an unreasonable proposition, shall relieve the party from its obligation to supply or take delivery, as the case may be, as long as and to the extent that the hindrance prevails.

- b. If, as a result of the hindrance, planned in-person or on-site visits by Consultant staff for installation, implementation, training, or meetings are prevented or become impractical, Consultant shall be relieved from such contract requirements. Consultant shall also provide any implementation or training services, and attend meetings, virtually or online to the maximum extent possible to satisfy the intent of the contract.

#### 7. WARRANTY

- a. Consultant warrants to Client that it will perform the services in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions in the same locale. Consultant makes no other warranties or guarantees, expressed or implied, relating to the Services, and Consultant disclaims any implied warranties or warranties imposed by law, including warranties of merchantability and fitness for a particular purpose.

#### 8. NON-SOLICITATION

- a. During execution of this contract and for a period of two (2) years following the Delivery Date, the Client will not, directly or indirectly, whether through an owner, partner, shareholder, consultant, agent, employee, co-venturer or otherwise, or through any other "person" (which, for purposes of this subsection, shall mean an individual, a corporation, a partnership, an association, a joint-stock company, a trust, any unincorporated organization, or a government or political subdivision thereof), hire or attempt to hire any active employee or contractor of the Consultant or any affiliate of the Consultant, assist in such hiring by any other person, or encourage any such employee to terminate his relationship with the Consultant or any affiliate of the Consultant.

#### 9. LIMITATION OF LIABILITY

- a. Supplier's maximum aggregate liability for any and all losses, liabilities, expenses (including legal expenses), damages, claims or actions incurred under or in connection with a specific order or a particular blanket order issued, arising in or by virtue of breach of contract, tort (including negligence), misrepresentation, breach of statutory duty, strict liability, infringement of intellectual property rights or otherwise, shall in no circumstances exceed a sum equal to the total price of the order in question.

#### 10. STATUTORY AND OTHER REGULATIONS

- a. If Consultant's obligations under the Contract shall be increased or reduced by reason of the making or amendment after the date of Consultant's quotation of any law or any order, regulation or bylaw having the force of law that shall affect the performance of Consultant's obligations under the Contract, the Contract Price and delivery period shall be adjusted accordingly and/or performance of the Contract suspended or terminated, as appropriate.

#### 11. COMPLIANCE WITH LAWS

- a. Client agrees that all applicable import, export control and sanctions laws, regulations, orders and requirements, as they may be amended from time to time, including without limitation those of the United States, Canada, the European Union and the jurisdictions in which Consultant and Client are established or from which items may be supplied, and the requirements of any licenses, authorizations, general licenses or license exceptions relating thereto will apply to its receipt and use of services or software provided.

- b. Client agrees furthermore that it shall not engage in any activity that would expose the Consultant to a risk of penalties under laws and regulations of any relevant jurisdiction prohibiting improper payments, including but not limited to bribes, to officials of any government or of any agency, instrumentality or political subdivision thereof, to political parties or political party officials or candidates for public office, or to any employee of any customer or supplier. Client agrees to comply with all appropriate legal, ethical and compliance requirements.

#### 12. DEFAULT, INSOLVENCY AND CANCELLATION

- a. Consultant shall be entitled, without prejudice to any other rights it may have, to cancel the Contract forthwith, wholly or partly, by notice in writing to Client, if (i) Client is in default of any of its obligations under the Contract and fails, within 30 (thirty) days of the date of Consultant's notification in writing of the existence of the default, either to rectify such default if it is reasonably capable of being rectified within such period or, if the default is not reasonably capable of being rectified within such period, to take action to remedy the default or (ii) on the occurrence of an Insolvency Event in relation to Client. In the event of cancellation, Client shall be responsible for all payments to the Consultant for any deliveries completed and milestones met up to the date of termination.
- b. Client shall be entitled, without prejudice to any other rights it may have, to cancel the Contract forthwith, wholly or partly, by notice in writing to Consultant, if (i) Consultant is in default of any of its obligations under the Contract and fails, within 30 (thirty) days of the date of Client's notification in writing of the existence of the default, either to rectify such default if it is reasonably capable of being rectified within such period or, if the default is not reasonably capable of being rectified within such period, to take action to remedy the default or (ii) on the occurrence of an Insolvency Event in relation to Consultant. In the event of cancellation, Client shall be responsible for all payments to the Consultant for any deliveries completed and milestones met up to the date of termination.
- c. Insolvency Event" in relation to Client means any of the following: (i) a meeting of creditors of Client being held or an arrangement or composition with or for the benefit of its creditors being proposed by or in relation to Client; (ii) a chargeholder, receiver, administrative receiver or similar person taking possession of or being appointed over or any distress, execution or other process being levied or enforced (and not being discharged within seven days) on the whole or a material part of the assets of Client; (iii) Client ceasing to carry on business or being unable to pay its debts; (iv) Client or its directors or the holder of a qualifying floating charge giving notice of their intention to appoint, or making an application to the court for the appointment of, an administrator; (v) a petition being presented (and not being discharged within 28 days) or a resolution being passed or an order being made for the administration or the winding-up, bankruptcy or dissolution of Client; or (vi) the happening in relation to Client of an event analogous to any of the above in any jurisdiction in which it is incorporated or resident or in which it carries on business or has assets. Consultant shall be entitled to recover from Client or Client's representative all costs and damages incurred by Consultant as a result of such cancellation, including a reasonable allowance for overheads and profit (including but not limited to loss of prospective profits and overheads).

#### 13. DATA RETENTION

- a. This section defines the Consultant's data retention policy for Services projects. The data collected by the IrisPRO Pave takes up over 6 GB per mile (Raw) and 3 GB per mile (Processed). Data storage costs are significant for this volume of data. Therefore, Consultant has implemented a data retention policy to clarify its standard operating procedure.
- b. Definitions



- i. "Raw data" - Sensor data collected by the collection vehicle that is saved in proprietary formats and cannot be used directly. This includes .drive files, PGR files, and FIS files.
  - ii. "Processed data" - Data that has been transformed into usable formats by the Connect software. This includes CSV, XLSX, SHP, GDB, and JPG files.
  - iii. "Data Acceptance" - Client acceptance of delivered data and confirmation that deliverables meet the project requirements.
- c. Policy
- i. Consultant will provide a quotation for hosting of any collected data for any duration upon request.
  - ii. Consultant will retain Raw data for 3 months beyond Data Acceptance, unless the client confirms in writing that Consultant should store the data longer and confirms that client will pay for the additional hosting costs. Beyond this time, Consultant may delete the Raw data without further notice. After the Raw data has been deleted, reprocessing of the sensor data will not be possible. For example, crack detection cannot be run with different settings, and new image views cannot be extracted from the Ladybug camera.
  - iii. Consultant will retain Processed data for 15 months beyond Data Acceptance, unless the client confirms in writing that Consultant should store the data longer and confirms that client will pay for the additional hosting costs. This timeframe allows Consultant to perform year-to-year analysis and comparisons provided that the same roads are collected annually. Beyond this time, Consultant may delete the Processed data without further notice. After the Processed data has been deleted, year-to-year analysis and comparisons will be limited to data review only.
14. MISCELLANEOUS
- a. No waiver by either party with respect to any breach or default or of any right or remedy and no course of dealing, shall be deemed to constitute a continuing waiver of any other breach or default or of any other right or remedy, unless such waiver be expressed in writing and signed by the party to be bound.
  - b. If any clause, sub-clause or other provision of the Contract is invalid under any statute or rule of law, such provision, to that extent only, shall be deemed to be omitted without affecting the validity of the remainder of the Contract.
  - c. Client shall not be entitled to assign its rights or obligations hereunder without the prior written consent of Consultant.
  - d. Consultant enters into the Contract as principal. Client agrees to look only to Consultant for due performance of the Contract.
  - e. The Contract shall in all respects be construed in accordance with the laws of the local jurisdiction in which the services are provided and the Client is physically based. All disputes arising out of the Contract shall be subject to the exclusive jurisdiction of the courts of the local jurisdiction/state as defined above.
  - f. The headings to the Clauses and paragraphs of the Contract are for guidance only and shall not affect the interpretation thereof.
  - g. All notices and claims in connection with the Contract must be delivered in writing.
  - h. Unless mentioned to the contrary in writing, the Client authorizes Consultant to cite its name in its business references, websites, and social media.





**CITY OF WILLARD AGENDA REPORT**  
**BOARD OF ALDERMEN MEETING**  
**Meeting Date: March 24 and April 14, 2025**

---

**TO:** Board of Aldermen

**FROM:** Wes Young, City Administrator

**SUBJECT: AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH AZAVAR AUDIT SOLUTIONS, INC. FOR AUDITING SERVICES**

**ATTACHMENTS: 2**



**First Reading: 03-24-2025**  
**Bill No: 25-22**

**Second Reading: 04-14-2025**  
**Ordinance No: 250324A**

**AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH AZAVAR AUDIT SOLUTIONS, INC. FOR AUDITING SERVICES**

**WHEREAS**, the City of Willard, Missouri is a municipal corporation, duly organized and existing under the laws of the State of Missouri; and

**WHEREAS**, the City of Willard is seeking assistance in identifying and recovering revenue that may have been underpaid or overlooked; and

**WHEREAS**, the City of Willard has identified Azavar Audit Solutions as able to conduct the necessary revenue compliance review;

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

Recognizes the need for the mayor to enter into an agreement with Azavar Audit Solutions, Inc. for Auditing Services

Read two times and passed at a meeting of the Board of Aldermen of the City of Willard, Missouri, on the **14<sup>th</sup> day of April 2025.**

\_\_\_\_\_  
Approved By: Troy Smith, Mayor

\_\_\_\_\_  
Attested By: Rebecca Hansen, City Clerk

\_\_\_\_\_  
Approved as to Form By: Nate Dally, City Attorney

# MAXIMIZING REVENUES

## WITHOUT IMPACTING YOUR BUDGET





# Let's break it down:

---

1. Compliance audits
2. Best practice ordinances & policies
3. Online tax & fee administration
4. Government & constituent support
5. Monitoring & reporting



## Compliance Audits

Revenue leaks impact priorities such as infrastructure investments, local amenities, and long-term stability. But through our comprehensive approach to compliance audits, local governments can identify, claim, and secure every penny due.

### We're experts in specific areas of taxation:

- Utility—Gas, Electric and Telecom
- Cable Franchise Fees
- Food and Beverage Tax
- Lodging and Short-Term Rental
- Sales Tax
- Use Tax

## The AZAVAR Advantage

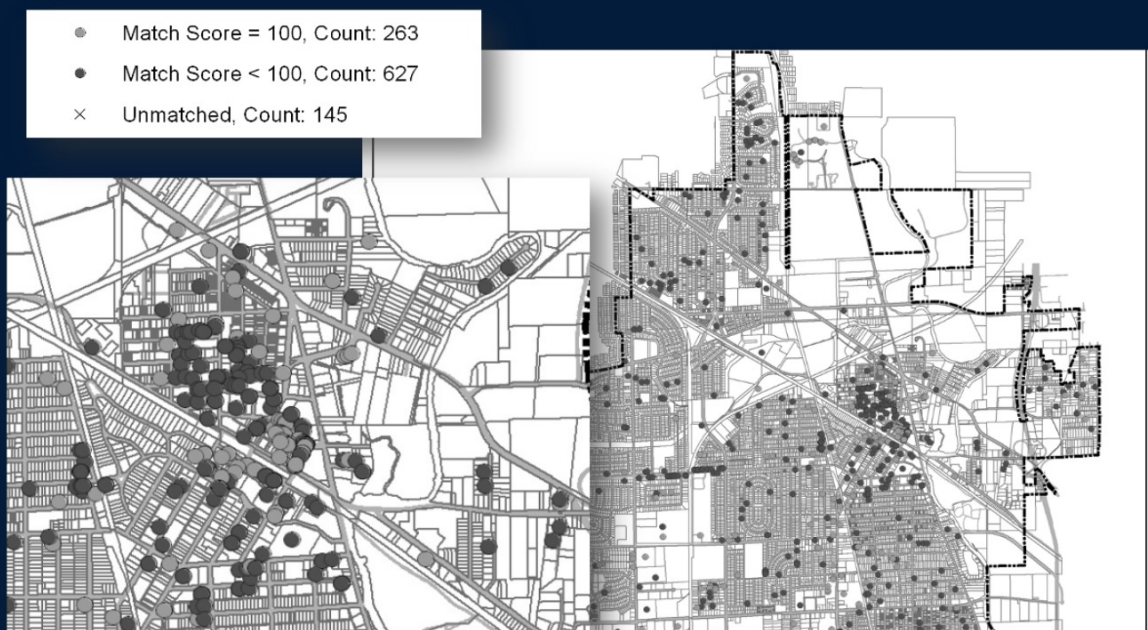
### Why we're different

- We have an insightful and knowledgeable team that knows where to look for missing revenue.
- Our technology-driven approach helps quickly and accurately produce actionable plans.
- We adeptly navigate challenging utility providers, taxing bodies, multinational corporations, and more to get the money you're owed.
- Our contingency-based fee model means no up-front cost, little risk for municipalities.





# Correct & Collect The Maximum



## Through GIS Technology & Institutional Knowledge

### GIS Software

We standardize the format of databases and parse through and validate millions of pieces of data quickly, efficiently, accurately

### Four Pillars of Institutional Knowledge

1. Your local government
2. Local governments across the nation
3. Your taxpayer's institution that you are auditing (calculating the tax; gross receipts)
4. Project and process management

### Successful Collections

Our attorneys negotiate favorable settlements on your behalf - and we absorb all the fees.

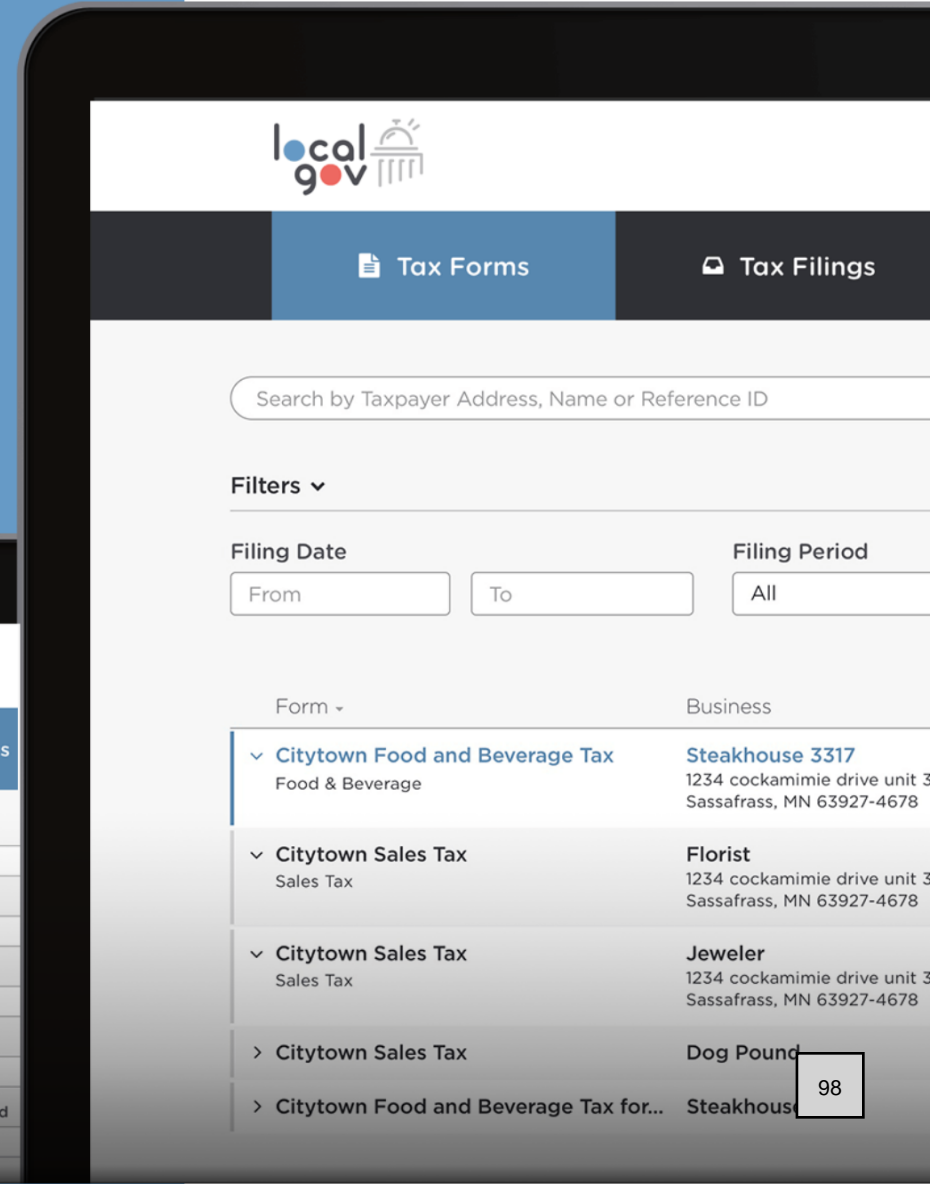
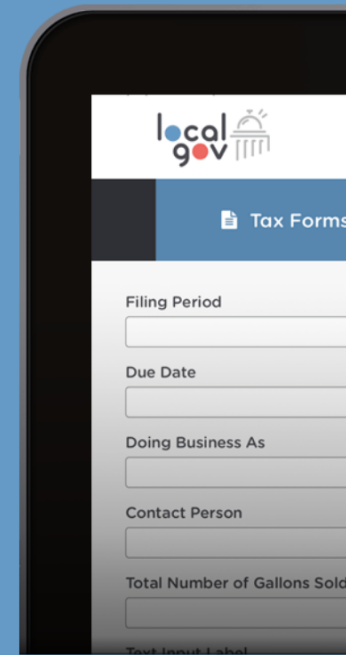


# Localgov

The consumer-style solution that makes the filing, payment, and reporting of taxes & fees hassle-free

## How we help:

- Manage franchise fees, business license renewals, sales tax, food/beverage, hotel/motel, short-term rental tax, and more
- Achieve full compliance by identifying collection gaps
- Increase the efficiency of your staff
- Enjoy seamless multi-jurisdictional remittance
- Benefit from robust reporting for reconciliation
- Receive batch payments instantly
- Eliminate costs associated with paper-based processes
- Enjoy 24/7 concierge-style customer service for your taxpayers and staff





## Quincy, Illinois

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"I don't know that I have had any other vendor, client, software company, or partner in my 40 years of professional experience that has been so exceptional at their job."

**Dr. Linda Moore**  
**Treasurer**







Item # 17.

## When You Work With Us

- Maximize your revenues
- Eliminate risk
- Increase your bond rating & secure optimal interest rates
- Improve the efficiency of your staff
- Save time, money, and resources
- Cut costs without cutting services



# Azavar Leaders



**Jason Perry**

CEO & President



**Tom Fagan**

Senior Market Executive



**Audrey Dziemiela**

Vice President, Product & Customer Success



**Danny Song**


Senior Data Analyst



We'd love to talk about all things local government.

# Contact Us

Phone Number

 +1 (800) 683-0800

Email Address

 [sales@azavar.com](mailto:sales@azavar.com)

Website

 [www.azavar.com](http://www.azavar.com)



# **Professional Services Agreement**

## **City of Willard**

### **Azavar Audit Agreement**

**Created by:**

Tom Fagan  
Azavar

**Prepared for:**

Wesley Young  
City of Willard

## **Professional Services Agreement**

This Professional Services Agreement (this “Agreement”) is made and entered into on the 28th day of February 2025 by and between Azavar Audit Solutions, Inc. (DBA Azavar Government Solutions), an Illinois corporation having its principal place of business at 55 East Jackson Boulevard, Suite 2100, Chicago, Illinois 60604 (“Azavar”), and the City of Willard a Missouri municipal corporation having its principal place of business at 224 West Jackson PO Box 187 Willard, Missouri 65781 (“Customer”).

### **1. SCOPE OF SERVICES**

**1.1** Subject to the following terms and conditions, Azavar shall provide professional services (“Services”) in accordance with the below statement of work. Azavar will render the services provided under this Agreement in a workmanlike manner in accordance with industry standards. The Services and work provided shall be provided in substantial accordance with the below Statement of Work:

**(a)** Azavar shall undertake a Local Government Audit Program on behalf of the Customer. As part of the Local Government Audit Program Azavar shall, on behalf of the Customer, separately review and audit each tax or fee imposed by the Customer within the Customer’s corporate boundaries (“Audits”) including, but not limited to those imposed upon local businesses and, electric, gas, telecommunications, refuse, and water providers (“Providers”) on behalf of the Customer.

Azavar shall review during the course of its work for the Customer, Customer ordinances, contracts, receipts, addresses and databases, including any of the aforementioned items, whether administered locally, by the state or federal government, by any other government or non-government organization, or by any other third-party, revenues relating to use/occupation taxes, including business license/registration databases and revenue, and any other locally authorized fees and/or licenses, including liquor licenses. Azavar shall review and audit, amusement, food, beverage, and/or liquor taxes and/or fees and hotel, motel, bed, and/or transient occupancy taxes where applicable to the Customer. Azavar shall review and consult Customer on areas to enhance, increase, or maximize Customer revenues including, but not limited to, previous, existing, or new ordinances, agreements, or third-party contracts. Should the Customer own or operate its own utilities including electric, natural gas, water or other utilities, Azavar shall also review and audit the revenues and expenses of those Customer owned or operated utilities.

**(b)** The purpose of each audit is to determine past, present, and future taxes, franchise fees, service fees, or any other recoveries, refunds, monies or revenue owed to the Customer that were not properly attributed to the Customer or were not properly paid by Providers and to determine future taxes, franchise fees, and other monies owed to the Customer not previously counted so that Customer can collect these past, present, and future monies. Azavar will review and analyze Federal and Missouri state law, the Customer’s own local ordinances and databases, and the franchise agreements, contracts or bills between Customer and Providers to conduct the Audits. In the course of an audit, Azavar will present to Customer in writing findings of monies which should have been paid to Customer by Providers in the past (“Underpayments”) and, based on the record of Underpayments, an estimate of the increased revenue Customer can reasonably expect to realize from Providers by correcting in the future errors identified in the Audits (“Anticipated Increased Revenue”) for review by the Customer (hereinafter “Findings”). Azavar will assist Customer to correctly apply and enforce obligations of Providers to collect monies due to the Customer under such applicable laws, local ordinances, or contracts. Azavar shall review Customer ordinances and may present recommendations to Customer to maximize Customer future revenues as part of the Audits. Customer understands that Findings may include but are not limited to suggested updates to local ordinances or the codification thereof. Customer agrees that any Findings, if implemented in whole or in part by the Customer or Azavar with Customer’s authorization, shall be fully compensable under Section 3 of this Agreement, including wherein the Findings require any amendments to an ordinance and wherein the ordinance is so amended within eighteen (18) months of the date of submission of the Findings to Customer by Azavar. Customer agrees to review any Findings within thirty (30) days.

**(c)** Customer hereby represents that it is not engaged in any Audits of Providers as contemplated under this Agreement and shall therefore pay Azavar the fees set forth in this Agreement for any Anticipated Increased Revenue attributable to the Audit or Findings by Azavar. Customer agrees that it shall notify Azavar within five (5) business days of any newly initiated Audits, changes to any ordinances related to any Audits, or execution or renewal of any contracts or franchise agreements related to any Audits as contemplated under this Agreement.

**(d)** Azavar acknowledges and understands that Customer may be a member of approved or proposed plaintiff classes in certain class action lawsuits relating to telecommunications taxes. Within fifteen (15) days of the execution of this agreement, Customer shall provide Azavar with a list of all such actions of which it is aware and shall provide notice within fifteen (15) days of being made aware of any action of which it was not aware at the time of execution. The taxes or fees at issue in these lawsuits are excluded from this Agreement. In the event that Customer receives notice that it is a class member or potential class member to another class action lawsuit involving Providers within the scope of this Agreement, Customer shall notify Azavar within five (5) business days of such notice.

**(e)** In order to perform the Audits, Azavar shall require full access to Customer records and Provider records. Customer shall use its authority as necessary to assist in acquiring information and procure data from Providers.

Customer agrees that it shall cooperate with Azavar, provide any documentation and records requested by Azavar, and provide continued access (prior to, during, and following any Audits) to documentation and records, and shall engage in meetings with Providers when requested by Azavar. Customer shall notify Azavar of any Provider requested meetings with Customer and shall include Azavar in said meetings.

**(f)** During the course of each audit, Azavar may find that rather than being owed past due funds, the Customer owes funds erroneously paid to the Customer. In this case, Azavar will immediately terminate its participation for that specific Provider audit at no cost to the Customer and will document the error and provide the Customer with information necessary to correct the error. Azavar shall have no liability to Customer for these errors or actions arising from Azavar's or Customer's knowledge thereof.

**(g)** Customer acknowledges that each Provider is a separate entity that is not controlled by Azavar and therefore Azavar cannot predict all the steps or actions that a Provider will take to limit its responsibility or liability during the Audit. Should Customer negotiate, abate, cancel, amend, delay, or waive by any means all or a portion of Underpayments of Anticipated Increased Revenue identified as payable to Customer during an audit, Customer shall pay any applicable contingency fees for any Findings that were identified by Azavar or by its Audits;

**(h)** The first audit start date is expected to be within no later than thirty (30) days from the date of this Agreement unless changed and approved by the Customer's Audit Primary Contact and Liaison;

**(i)** Each audit is expected to last at least six (6) months;

**(j)** Audit status meetings will be held regularly via phone, email, or in person throughout the course of the Audits between Azavar and the Customer's Primary Contact and Liaison and will occur approximately every quarter;

**(k)** Jason Perry, Local Government Audit Program Manager, and Azavar specialists will be auditors under this Agreement. All Azavar staff or subcontractors shall be supervised by the Azavar Program Manager.



**1.2** Customer agrees to provide reasonable access to facilities for Azavar working on Customer's premises as may be reasonably required for the performance of the Services set forth in this Agreement and in any Exhibit hereto. Customer will assign and designate an employee to be the Audit Primary Contact and Liaison. The Customer's Audit Primary Contact and Liaison will be the final decision maker for the Customer as it relates to this audit and will meet with Azavar staff on a regular basis as necessary. Lack of participation of Customer staff, especially at critical milestones during an audit, will adversely affect the audit timeline and successful recovery of funds. Customer's staff shall be available for meetings and participation with Providers to properly verify records and recover funds.

## **2. INDEPENDENT CONTRACTOR**

Azavar acknowledges and agrees that the relationship of the parties hereunder shall be that of independent contractor and that neither Azavar nor its employees shall be deemed to be an employee of Customer for any reason whatsoever. Neither Azavar nor Azavar's employees shall be entitled to any Customer employment rights or benefits whatsoever. Customer shall designate Azavar as Power of Attorney with the Missouri Department of Revenue solely for the purpose of reviewing data provided by the Missouri Department of Revenue.

## **3. PAYMENT TERMS**

**3.1** Customer shall compensate Azavar the fees set forth in this agreement on a contingency basis. In the event that Customer directly receives monies related to a Finding regarding Anticipated Increased Revenue, Azavar shall submit an invoice to Customer on a monthly basis detailing the amounts charged to Customer pursuant to the terms of this Agreement. Any invoice not disputed in writing by Customer within thirty (30) days after the receipt of such invoice shall be considered approved by the Customer. If Customer does not remit payment within sixty (60) days of receipt of an invoice, Azavar may assess interest at the rate of one percent (1%) per month. Contingency payment terms are outlined below. If Customer negotiates, abates, cancels, amends, delays, or waives, without Azavar's written consent, any Anticipated Increased Revenue that was identified by Azavar or by its Audits where such Findings were allowed under the law at the time the tax determination or Findings were made, Customer shall pay to Azavar applicable contingency fees for the total said tax determination or Findings at the rates set forth below and for the following thirty-six (36) months. If Customer later implements during the subsequent thirty-six (36) months any Findings Customer initially declined based on Azavar programs or recommendations, Azavar shall be paid by Customer its portion of the recoveries over the following thirty-six (36) months at the contingency fee rates set forth below. This contract does not entitle Azavar to any compensation relating to the outcome of an Audit relating to the holders of video service authorization as contemplated under V.A.M.S. § 67.2691.

**3.2** Customer shall pay Azavar an amount equal to thirty-seven (37) percent of any Anticipated Increased Revenue realized per account or per Provider for thirty-six (36) months following when funds begin to be properly remitted to the Customer. In the event any Provider gives Customer any credits at any time in lieu of payment of Anticipated Increased Revenue, Customer will pay Azavar an amount equal to thirty-seven (37) percent of the fair market value for such credit or any other special consideration or compensation recovered for or received by the Customer from any Provider. All contingency fees paid to Azavar are based on determinations of recovery as agreed to by Azavar and Customer after review and analysis of Provider data and regulatory filings. All revenue after the subsequent thirty-six (36) month period for each account individually will accrue to the sole benefit of the Customer. Customer acknowledges that the 37% fee offered by Azavar is a special discount provided to the St. Louis Area Consortium contingent upon Customer executing and providing to Azavar this Agreement on or before February 28th, 2025 ("Deadline").

**3.3** As it pertains to Customer expenses, utility service bill and cost Audits, Customer shall pay Azavar an amount equal to thirty-seven (37) percent of Anticipated Increased Revenue approved by Customer for thirty-six (36) months following the date savings per Provider is implemented by Azavar or Customer. In the event Azavar is able to recover any refunds or any credits at any time, Customer will pay Azavar an amount equal to thirty-seven (37) percent of said refunds or credits recovered for or received by Customer from any Provider. All contingency fees paid to Azavar are based on determinations of savings by Azavar including Provider data and regulatory filings. All savings after the subsequent thirty-six (36) month period for each service provider individually will accrue to the sole benefit of the Customer.

**3.4** If any new revenues, savings, or prospective funds recovered by Azavar result in billings below one hundred dollars (\$100) per month for the duration of the thirty-six (36) month period of billing, Customer will pay for the full 36 months in one billing.

#### **4. CONFIDENTIAL INFORMATION**

**4.1** Each party acknowledges that in the performance of its obligations hereunder, either party may have access to information belonging to the other which is proprietary, private and highly confidential ("Confidential Information"). Each party, on behalf of itself and its employees, agrees not to disclose to any third party any Confidential Information to which it may have access while performing its obligations hereunder without the written consent of the disclosing party which shall be executed by an officer of such disclosing party. Confidential Information does not include: (i) written information legally acquired by either party prior to the negotiation of this Agreement, (ii) information which is or becomes a matter of public knowledge,

(iii) information which is or becomes available to the recipient party from third parties where such third parties have no confidentiality obligations to the disclosing party; and (iv) information subject to disclosure under any Missouri state or federal laws.

**4.2** Azavar agrees that any work product or any other data or information that is provided by Customer in connection with the Services shall remain the property of Customer, and shall be returned promptly upon demand by Customer, or if not earlier demanded, upon expiration of the Services provided under any Statement of Work hereto.

#### **5. INTELLECTUAL PROPERTY**

**5.1** No work performed by Azavar or any Consultant with respect to the Services or any supporting or related documentation therefor shall be considered to be a Work Made for Hire (as defined under U.S. copyright law) and, as such, shall be owned by and for the benefit of Azavar. In the event that it should be determined that any of such Services or supporting documentation qualifies as a "Work Made for Hire" under U.S. copyright law, then Customer will and hereby does assign to Azavar, for no additional consideration, all right, title, and interest that it may possess in such Services and related documentation including, but not limited to, all copyright and proprietary rights relating thereto. Upon request, Customer will take such steps as are reasonably necessary to enable Azavar to record such assignment. Customer will sign, upon request, any documents needed to confirm that the Services or any portion thereof is not a Work Made for Hire and/or to effectuate the assignment of its rights to Azavar.

**5.2** Under no circumstance shall Customer have the right to distribute any software containing, or based upon, Confidential Information of Azavar to any third party without the prior written consent of Azavar which must be executed by a senior officer of Azavar.

#### **6. DISCLAIMER**

EXCEPT AS EXPRESSLY PROVIDED IN THIS AGREEMENT, AZAVAR DOES NOT MAKE ANY WARRANTY, EXPRESS OR IMPLIED, WITH RESPECT TO THE SERVICES RENDERED UNDER THIS AGREEMENT OR THE RESULTS OBTAINED FROM AZAVAR'S WORK, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS

FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL AZAVAR BE LIABLE FOR CONSEQUENTIAL, INCIDENTAL, SPECIAL, OR INDIRECT DAMAGES.



**7. TERMINATION**

**7.1** Unless earlier terminated in accordance with Section 7.2 below, this Agreement shall be effective from the date first written above and shall continue thereafter until terminated upon 90 days written notice by Customer or Azavar.

**7.2** Termination for any cause or under any provision of this Agreement shall not prejudice or affect any right of action or remedy which shall have accrued or shall thereafter accrue to either party.

**7.3** The provisions set forth above in Section 3 (Payment Terms), Section 4 (Confidential Information), and Section 5 (Intellectual Property) and below in Section 9 (Assignment), and Section 10 (Use of Customer Name) shall survive termination of this Agreement.

**8. NOTICES**

Any notice made in accordance with this Agreement shall be sent by certified mail or by overnight express mail:

**If to Azavar:**

General Counsel  
Azavar Audit Solutions, Inc.  
55 East Jackson Boulevard  
Suite 2100  
Chicago, Illinois 60604

**If to Customer:**

Mayor  
City of Willard  
224 West Jackson PO Box 187 Willard, Missouri 65781

**9. ASSIGNMENT**

Neither party may assign this Agreement or any of its rights hereunder without the prior written consent of the other party hereto, except Azavar shall be entitled to assign its rights and obligations under this Agreement in connection with a sale of all or substantially all of Azavar's assets.

**10. USE OF CUSTOMER NAME**

Customer hereby consents to Azavar's use of Customer's name in Azavar's marketing materials; provided, however, that Customer's name shall not be so used in such a fashion that could reasonably be deemed to be an endorsement by Customer of Azavar.

**11. COMPLETE AGREEMENT**

This Agreement, along with each Statement of Work attached hereto from time to time, contains the entire Agreement between the parties hereto with respect to the matters specified herein. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision hereof. This Agreement shall not be amended except by a written amendment executed by the parties hereto. No delay, neglect or forbearance on the part of either party in enforcing against the other any term or condition of this Agreement shall either be, or be deemed to be, a waiver or in any way prejudice any right of that party under this Agreement. This Agreement shall be construed in accordance with the laws of the State of Missouri and the parties hereby consent to the jurisdiction of the courts of the State of Missouri.

**City of Willard****Azavar Audit Solutions, Inc**

Print Name:

Print Name:

Signature:

Signature:

Title:

Title:



# Engagement Letter

## Azavar, Cozen O'Connor Agreement

**Created by:**

Tom Fagan

Azavar

**Prepared for:**

Wesley Young

City of Willard

**Azavar Audit Engagement Letter**

28th day of February 2025

**VIA ELECTRONIC MAIL**

Wesley Young  
City of Willard  
224 West Jackson PO Box 187 Willard, Missouri 65781

Mr. Jason Perry  
Azavar Audit Solutions, Inc.  
55 East Jackson Street  
Chicago, IL 60604

**Jonathan M. Grossman**

Direct Phone: 202-912-4866

Direct Fax: 202-618-4856

jgrossman@cozen.com

**Re: Municipal Taxes and Fees**

Dear Wesley and Jason:

We are pleased that the City of Willard (“Willard”) and Azavar Audit Solutions, Inc. (“Azavar”) are jointly engaging Cozen O’Connor LLP (“Cozen”) to assist in the collection of municipal taxes and/or fees. This letter is intended to formalize our retention, as required by applicable Rules of Professional Conduct.

Willard and Azavar entered into a Professional Services Agreement on 28th day of February 2025 (the “PSA”), pursuant to which, Azavar is auditing or will audit certain municipal taxes and fees. Azavar and Willard now retain Cozen to advise them as to certain of these audits, specified by Azavar, and any other actions that they may take to identify and collect any taxes or fees and bring these matters to a resolution. Such additional actions may include an administrative hearing and/or litigation. Cozen may elect to represent Willard in such actions, but the firm is not now being retained to do so and any such retention is subject to Cozen’s agreement confirmed in writing.

**Azavar Audit Engagement Letter**

Cozen's fee will be contingent upon payment of taxes or fees to Willard and will be paid by Azavar out of fees that it receives from Willard under Section 3 of the PSA. Cozen, Azavar and Willard will each be responsible for paying their own costs such as travel expenses for their personnel and routine overhead expenses (e.g., copying, telephone and express mail). Direct litigation costs, such as filing fees, deposition transcripts, expert witness expenses and outside copying fees shall be paid by Willard.

If Willard is awarded costs or legal fees in addition to taxes, penalties and interest, those costs or fees shall first be used to reimburse Willard for any direct litigation costs it paid. Any amount in excess would be paid to Cozen.

Notwithstanding Azavar's financial interest in the collection of taxes, Azavar acknowledges that Willard will retain ultimate decision-making authority as to this matter.

It is hereby agreed that any dispute, claim or controversy arising out of or relating to this letter, Cozen's representation of Azavar or Willard, or the breach, termination, enforcement, interpretation or validity of this letter, shall be settled by arbitration conducted in Chicago, Illinois, using a single arbitrator and administered by the American Arbitration Association pursuant to its comprehensive rules and procedures. Judgment on the award rendered by the arbitrator may be entered in any state or federal court located in Cook County, Illinois.

Cozen is a general service law firm that Willard recognizes has represented, now represents and will continue to represent numerous clients over a wide range of industries and businesses in a wide variety of matters. Given this, without a binding conflicts waiver, conflicts of interest might arise that could deprive Willard or other clients of the right to select this firm as their counsel.

Thus, as an integral part of the engagement Willard agrees that Cozen may, now or in the future, represent other entities or persons, including in litigation, adversely to Willard or any affiliate on matters that are not substantially related to the legal services that Cozen has rendered, is rendering or in the future will render to Willard under this engagement (an "Allowed Adverse Representation").

**Azavar Audit Engagement Letter**

Willard also agrees that it will not, for itself or any other entity or person, assert that either (a) this firm's representation of Willard or any affiliate in any past, present or future matter or (b) this firm's possession of confidential information belonging to Willard or any affiliate is a basis to disqualify Cozen from representing another entity or person in any Allowed Adverse Representation. Willard further agrees that any Allowed Adverse Representation does not breach any duty that this Firm owes to Willard or any affiliate. Willard acknowledges that it has had the opportunity to consult with counsel about the consequences of this waiver.

If the arrangement outlined above is satisfactory, please acknowledge this by signing below and returning it to me at your earliest convenience. If you have any questions concerning the terms of this engagement, please do not hesitate to call me.

Sincerely,

COZEN O'CONNOR

*By: Jonathan M. Grossman*

*JMG*

**Accepted on Behalf of City of Willard:**

**Accepted on Behalf of Azavar Audit Solutions, Inc.**

Signature:

Signature:

Print Name:

Print Name: Jason Perry

Title:

Title: CEO and President

Date:

Date:



**CITY OF WILLARD AGENDA REPORT**  
**BOARD OF ALDERMEN MEETING**  
**Meeting Date: March 24 & April 14, 2025**

---

**TO:** Board of Aldermen

**FROM:** Wes Young, City Administrator

**SUBJECT:** **AN ORDINANCE ESTABLISHING FORMAL POLICY FOR SEASONAL EMPLOYEES OF THE CITY OF WILLARD**

**ATTACHMENTS: 2**

**First Reading: 03/24/2025**  
**Bill No.: 25-23**

**Second Reading: 04/14/2025**  
**Ordinance No.: 250324B**

**AN ORDINANCE ESTABLISHING FORMAL POLICY FOR SEASONAL EMPLOYEES OF THE CITY OF WILLARD**

**WHEREAS**, the City of Willard recognizes the need for seasonal employees to support municipal operations during peak periods; and

**WHEREAS**, the City seeks to establish clear guidelines regarding the hiring, employment duration, and conditions of seasonal employees;

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

**SECTION I: Adoption of Policy:** The Seasonal Employee Policy is attached hereto and incorporated herein as if set out in full.

**SECTION II: Scope and Applicability:** This policy shall apply to all City seasonal employees and shall be administered in accordance with the terms and provisions set forth therein.

**SECTION III: Repeal of Conflicting Provisions:** Any ordinances, resolutions, or policies in conflict with this ordinance are hereby repealed to the extent of such conflict.

**SECTION IV: Severability:** If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

**SECTION V. Effective Date**

This ordinance shall be in full force and effect from and after its passage and approval.

Read two times and passed at a meeting of the Board of Aldermen of the City of Willard, Missouri, on the **14th day of April 2025**.

Approved By: \_\_\_\_\_

Troy Smith, Mayor



Attested By: \_\_\_\_\_

Rebecca Hansen, City Clerk

Approved as Form: \_\_\_\_\_

Nate Dally, City Attorney

# CITY OF WILLARD, MISSOURI

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



## SUBJECT: Recommendation for Adoption of Seasonal Employee Ordinance

### Introduction

The City of Willard recognizes the need for seasonal employees to support municipal operations during peak periods. However, the current lack of clear guidelines regarding the hiring, employment duration, and conditions of seasonal employees creates inconsistencies in employment practices. To address this issue, I recommend the adoption of the attached ordinance establishing formal regulations for seasonal employees.

### Key Provisions of the Ordinance

#### 1. Definition of Seasonal Employment

- Seasonal employees are temporary, time-limited hires who do not have an expectation of continued employment or reappointment.
- They serve at the will of the appointing authority and may be removed without notice, cause, or hearing.

#### 2. Employment Duration and Reapplication

- Employment is limited to a defined season or a specified date range outlined in the employment offer.
- Seasonal employment shall not exceed six (6) months unless approved by the Chief Financial Officer (CFO) and City Administrator (CA).
- Individuals must reapply for future seasonal positions after their employment period ends.

#### 3. Employment Status and Conditions

- Seasonal employees are ineligible for benefits granted to regular full-time employees unless expressly stated otherwise.
- They must comply with all City policies regarding workplace conduct and safety.

#### 4. Oversight and Administration

- Department heads must ensure seasonal employees receive a written employment offer outlining the duration and conditions of employment.
- The Human Resources (HR) Director will oversee hiring and compliance with the ordinance.

# CITY OF WILLARD, MISSOURI

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



## Recommendation

Formalizing these policies through an ordinance ensures fairness, clarity, and administrative consistency in the employment of seasonal workers. It also provides necessary oversight and prevents prolonged temporary employment beyond six months without proper approvals.

I recommend that the Board of Aldermen approve the attached ordinance to establish clear, enforceable guidelines for seasonal employees.

## Next Steps

- Discussion and review by the Board.
- Any necessary modifications based on feedback.
- Formal adoption of the ordinance at the next scheduled meeting.

Please review the attached ordinance and feel free to provide feedback or request clarifications. I appreciate your consideration of this matter.

Should the Board identify concerns or wish to make adjustments, I recommend raising these before the first reading to allow for revisions prior to adoption.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Wesley Young', is written over a faint, larger signature.

Wesley Young, MPA, CPM  
City Administrator  
City of Willard

## **Seasonal Employee Policy**

### **Policy Statement**

The City of Willard recognizes the need for seasonal employees to support operations during peak periods. This policy establishes guidelines for the hiring, duration, and employment conditions of seasonal employees.

### **Definition**

A seasonal employee is an individual hired to perform duties related to specific seasonal needs. Seasonal employment is time-limited and does not guarantee reappointment in future seasons. Seasonal employees serve at the will of the appointing authority and may be removed at will without notice, cause, or hearing.

### **Employment Duration and Reapplication**

1. Seasonal employees are employed only for the designated season or time period specified at the time of hire. At the conclusion of their employment period, they must reapply for any future seasonal positions.
2. The employment period may be:
  - Defined by a particular season (e.g., summer, summer and fall); or
  - Connected to a specific date range as outlined in the offer of employment.
3. The employment period must be clearly stated in a written offer letter, with a copy retained in the employee's HR file.
4. In the absence of a clearly communicated end date, seasonal employment shall not exceed six (6) months.
5. Any extension beyond six (6) months requires written approval from both the Chief Financial Officer (CFO) and the City Administrator (CA), provided the employee meets all ongoing employment eligibility requirements as determined by the HR Director.

### **Employment Status and Conditions**

1. Seasonal employment does not confer any expectation of continued employment or reappointment.
2. Seasonal employees are ineligible for benefits available to regular full-time employees unless expressly stated otherwise.
3. Seasonal employees must comply with all City policies and procedures governing workplace conduct and safety.

## Health Insurance Eligibility

1. Seasonal employees **who work six months or less** are **not subject to the ACA Initial Measurement Period (IMP)** and are **not eligible** for employer-provided health insurance benefits under ACA rules.
2. If a seasonal employee is **hired with the expectation of working more than six months** and averages **at least 30 hours per week or 130 hours per month**, their hours must be tracked using an **Initial Measurement Period (IMP)** of **12 months**, beginning the first of the month after their hire date.
3. If an employee **exceeds six months of employment in a 12-month period**, they may become subject to ACA eligibility tracking and should be monitored for potential benefits eligibility.
4. If a seasonal employee qualifies for health insurance under the IMP, they must be offered coverage during the **subsequent Stability Period** (12 months), even if their hours are later reduced.
5. A seasonal employee who has a **break in employment of 13 weeks or more** is treated as a **new hire**, and their IMP resets. If they return before 13 weeks, prior hours may count toward eligibility.
6. The **Human Resources Department** is responsible for tracking seasonal employees' hours and ensuring compliance with ACA regulations.

## Oversight and Administration

1. Department heads must ensure seasonal employees are informed of their employment duration and conditions at the time of hire. All terms shall be clearly stated in a written employment offer letter, and a copy shall be retained in the employee's HR file.
2. In the absence of a written employment offer letter, a seasonal employee's hire status may be terminated at any time with or without notice.
3. The HR Director shall oversee the hiring, reappointment, and benefits eligibility process to ensure compliance with this policy and applicable employment laws.
4. Nothing in this policy shall be construed or interpreted to change the at-will nature of employment of a seasonal employee at any time during their employment with the City.

# CITY OF WILLARD, MISSOURI

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



## CITY OF WILLARD SEASONAL EMPLOYMENT OFFER LETTER

[Date]

[Employee Name]

[Employee Address]

[City, State, ZIP]

### Subject: Seasonal Employment Offer

Dear [Employee Name],

We are pleased to offer you a seasonal employment position with the City of Willard as a **[Job Title]** in the **[Department Name]**. This position is temporary and is offered under the terms outlined below:

### Position Details

- **Start Date:** [Start Date]
- **End Date:** [End Date or Duration]
- **Work Schedule:** [Days/Hours per week]
- **Hourly Wage/Salary:** [\$XX.XX per hour]
- **Supervisor:** [Supervisor Name]

### Employment Conditions

1. Your employment is strictly **seasonal** and will automatically conclude on the specified end date unless otherwise extended in writing.
2. Seasonal employees serve **at-will** and may be terminated at any time with or without notice, cause, or hearing.
3. As a seasonal employee, you are **not eligible** for benefits available to regular full-time employees.
4. You are required to comply with all City policies and procedures, including workplace conduct and safety regulations.
5. Reappointment for future seasonal employment is not guaranteed; you must reapply if interested in returning for a future season.

### Acknowledgment and Acceptance

# CITY OF WILLARD, MISSOURI

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



Please review this offer carefully. If you accept the terms of this seasonal employment, sign and return this letter by **[Acceptance Deadline Date]**.

We look forward to having you as part of our team and appreciate your contribution to the City of Willard.

Sincerely,

[Your Name]

[Your Title]

City of Willard

## Employee Acknowledgment and Acceptance:

I, **[Employee Name]**, acknowledge and accept the terms outlined in this seasonal employment offer. I understand that my employment is temporary, at-will, and subject to the conditions stated above.

**Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_



## CITY OF WILLARD AGENDA REPORT BOARD OF ALDERMEN MEETING

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**TO:** Board of Aldermen

**FROM:** Wes Young

**SUBJECT:** AN ORDINANCE GIVING THE MAYOR AUTHORITY TO ENTER INTO AN AGREEMENT WITH ARROW FOR HIGH-SPEED INTERNET/VOIP SERVICE AND FOR STARLINK SERVICES, LLC TO BE USED AS BACK-UP TO PROVIDE PHONE AND INTERNET SERVICES FOR THE CITY OF WILLARD (FIRST READ)

**ATTACHMENTS:** 0



**First Reading: 04/14/2025**  
**Bill No.: 25-25**

**Second Reading: 04/28/2025**  
**Ordinance No.: 250414**

**AN ORDINANCE GIVING THE MAYOR AUTHORITY TO ENTER INTO AN AGREEMENT WITH ARROW FOR HIGH-SPEED INTERNET/VOIP SERVICE AND FOR STARLINK SERVICES, LLC TO BE USED AS BACK-UP TO PROVIDE PHONE AND INTERNET SERVICES FOR THE CITY OF WILLARD**

**WHEREAS**, the City of Willard recognizes the need for a municipality to have high-speed, reliable phone and internet service; and

**WHEREAS**, the City of Willard has identified Arrow as a provider of high-speed internet/VOIP service and for Starlink Services, LLC as back-up to provide said phone and internet services;

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

Section 1: That the Mayor, on behalf of the City of Willard, Missouri is hereby authorized to accept the proposal for Arrow High Speed Internet/VOIP Phone Services and for Starlink Services, LLC to be used as back-up to provide the services described in Exhibits “A” & “B”.

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

Read two times and passed at a meeting of the Board of Aldermen of the City of Willard, Missouri, on the **28th day of April 2025**.

Approved By: \_\_\_\_\_

Troy Smith, Mayor

Attested By: \_\_\_\_\_

Rebecca Hansen, City Clerk

Approved as Form: \_\_\_\_\_

Nate Dally, City Attorney



## **CITY OF WILLARD AGENDA REPORT BOARD OF ALDERMEN MEETING**

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**TO:** Board of Aldermen

**FROM:** Jason Knight

**SUBJECT:** AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH CULPEPPER & MERRIWEATHER CIRCUS

**ATTACHMENTS:** 1

**First Reading: 04/14/2025**  
**Bill No.: 25-26**

**Second Reading: 04/28/2025**  
**Ordinance No.: 250414A**

**AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI,  
AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH CULPEPPER &  
MERRIWEATHER CIRCUS**

**WHEREAS**, the City of Willard seeks to offer a variety of recreational activities for its residents; and

**WHEREAS**, the City has an opportunity to host the Culpepper and Merriweather Circus in September 2025;

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

**SECTION I:** the City of Willard hereby authorizes the mayor to enter into a contract with Culpepper and Merriweather Circus, authorizing them to advertise, sell tickets, and perform two shows for the public on September 11, 2025. The Parks and Recreation Department will furnish the resources agreed upon, to facilitate the shows.

**SECTION II:** This ordinance shall take effect and be in force from and after its passage and approval.

Read two times and passed at a meeting of the Board of Aldermen of the City of Willard, Missouri, on the **28th day of April 2025**.

Approved By: \_\_\_\_\_

Troy Smith, Mayor

Attested By: \_\_\_\_\_

Rebecca Hansen, City Clerk

Approved as Form: \_\_\_\_\_

Nate Dally, City Attorney



**CULPEPPER & MERRIWEATHER CIRCUS**  
P.O. Box 813  
Hugo, OK 74743  
Phone: (580) 326-8833      www.cmcircus.com



City: WILLARD State: MO Zip Code: 65781 Contract Date: 3/13/2025

This is an agreement between Culpepper & Merriweather Circus, hereinafter referred to as "Circus", and  
WILLARD PARKS AND RECREATION, hereinafter referred to as "Sponsor", for the  
Circus to exhibit in or near WILLARD, MISSOURI (City & State)

Show Date(s): SEPT 11, 2025 Show Times: 1700 & 1930 p.m.

Lot Location: 218 WEST JACKSON ST. WILLARD, MO, 65781

**Ticket Prices:**

Sold by Sponsor in Advance:		Sold by Circus on Show Day:	
Adult	\$13.00	Adult	\$16.00
Child (ages 2-12)/Senior (age 65+)	\$8.00	Child (ages 2-12)/Senior (age 65+)	\$9.00

Children under the age of 2 years do not require a ticket for admission.

There are no refunds or exchanges on any tickets sold by the Sponsor or the Circus.

**Online Will Call Ticket Sales:** The Circus will operate and advertise an online ticket outlet for Advance ticket sales. Adult tickets sold by this site will be counted as Sponsor ticket sales in accordance to the "DIVISION OF PROCEEDS" listed below and will count towards the first 100 tickets sold by the sponsor. The sponsor will receive 50% of revenue from Advance Adult tickets sold after the first 100. The Sponsor will receive 25% of the revenue from Child/Senior tickets sold through this online outlet regardless of how many Child/Senior tickets are sold by the Sponsor. *In the interest of not overselling tickets for the contracted performances, the Circus retains exclusive control over the number of tickets authorized for sale through this online ticket outlet.* This online portal is meant to serve as a convenience to the public and not as the only outlet for the sale of Advance tickets. In order to make a good faith effort to sell Advance tickets, the Sponsor is expected to find local ticket outlets for in person sales.

**Settlement:** Sponsor agrees to return all unsold tickets and bring revenue from tickets sold for settlement at 10 a.m. to the Circus office on the Show Date listed above. Failure to do so relieves the Circus of its obligation to fulfill this contract. **THE SETTLEMENT OF ADVANCE TICKET SALES MUST BE DONE IN CASH.**

No advance tickets may be sold by the sponsor on Show Day.

Settlement of gate sales will be done in cash in the Circus office at intermission of the final performance on Show Day.

**DIVISION OF PROCEEDS**

Sponsor shall retain the following shares of revenues:

- 50% of Advance \$13.00 Adult Tickets after the first 100 sold by the Sponsor
- 25% of all Advance \$8.00 Child/Senior Tickets sold by the Sponsor if less than 200 tickets
- 40% of all Advance \$8.00 Child/Senior Tickets sold by the Sponsor if more than 200 tickets
- 10% of revenue from all admission ticket sales by the Circus on Show Day

Revenue from the first 100 Advance \$13.00 Adult Tickets sold by the Sponsor will belong to the Circus.

The Circus shall exclusively provide and retain all revenues from all concessions, special exhibits, inflates and animal rides on the Circus Grounds on the Show Date listed above.

**Circus Agrees to Furnish:**

1. Two 1½-hour shows on the date, times, and grounds listed above. If ticket sales warrant, an additional show may be added at the discretion of the Circus.
2. Electricity, equipment, and personnel necessary to operate Circus.
3. \$2,000,000 Public Liability insurance indemnifying the Sponsor, lot owner, municipality, and the Circus.
4. 100 Window Cards/Posters, 500 Adult Tickets, 500 Child/Senior Tickets, promotional materials and personnel to assist in advertising Circus Day.
5. Circus will collect and bag trash and place manure in receptacles provided by Sponsor.

**Sponsor Agrees to Furnish:**

1. Suitable showgrounds at least 300'x300' in size. Lot must be accessible to large vehicles, level and free of debris.
2. One running, potable water source. The Circus uses about 1,500 gallons daily.
3. Provide and arrange for the removal of refuse containers for trash and animal manure. A 4-yard dumpster is recommended for trash.
4. All permits and licenses that are required by local government agencies, any police and fire protection required by local ordinance, and to contact utilities to mark underground lines on lot.
5. Two ticket takers for each performance.
6. Contract closing fee of \$290 paid upon the signing of this agreement. This fee will be fully refunded if the Sponsor sells 200 or more Advance \$13.00 Adult tickets (\$8.00 Child/Senior tickets purchased by senior adults do not count toward this refund).

This contract cannot be cancelled or transferred and verbal agreements will not be recognized. Circus shall not be held liable to Sponsor for failure to fulfill this contract due to circumstances relating to mechanical failure or transportation breakdown, global or localized pandemic, storms, floods or other acts of Nature, terrorism, riot, mob action, war or other public disorder.

Due to the nature of live entertainment, acts, presentations, and exhibits are subject to change without notice.

*Sponsor agrees that the representative signing this contract has authority to act on Sponsor's behalf.*

For Circus (sign): \_\_\_\_\_

Contracting Agent, Culpepper & Merriweather Circus

For Sponsor (sign): \_\_\_\_\_

Address: 218 224 WEST JACKSON (street)

For Sponsor (printed): \_\_\_\_\_

WELLARD, MO, 65781 (city, st, zip)

Phone: 417 742 5381

Email: PARKDIR@CITY OF WELLARD.ORG

*Please complete and attach a sponsor contact sheet and return to P.O. Box 813, Hugo, OK 74743*

# CITY OF WILLARD, MISSOURI

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



## RE: 2025 State of the City Address – Progress Summary

Attached is the **April 2025 State of the City Presentation**, prepared as a broad progress update reflecting City activity since October 2024 as we had previously discussed. The presentation highlights key initiatives, accomplishments, and ongoing efforts across departments—ranging from infrastructure and public safety, to communications, development, capital planning, and community engagement. A more detailed message will accompany this presentation on Monday.

The goal of this message is to:

- Demonstrate the depth and breadth of work in progress,
- Provide the Board and the public with a clear, transparent overview of operational priorities and outcomes,
- Reinforce our commitment to continuous improvement, long-range planning, and accountability,
- Acknowledge recent policy and funding actions—most notably, the approval of the public safety sales tax and the ongoing implementation of citywide performance scorecards.

This presentation also reflects collaboration across departments and integrates updates from Planning & Development, Parks, Public Information, and Public Safety, among others. I will present this update during the upcoming meeting.

As always, I appreciate your time, leadership, support, and shared commitment to building a stronger, more responsive Willard. I'm looking forward to presenting this update on Monday. We've accomplished a great deal in a short amount of time, and while we may not cover every detail, the overview alone has easily filled ten pages—so buckle up! 😊

Sincerely,

Wesley Young, MPA, CPM  
City Administrator  
City of Willard



# State of the City

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Willard

City Administrator

April 14, 2025

# Infrastructure & Essential Services

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Item # 22.

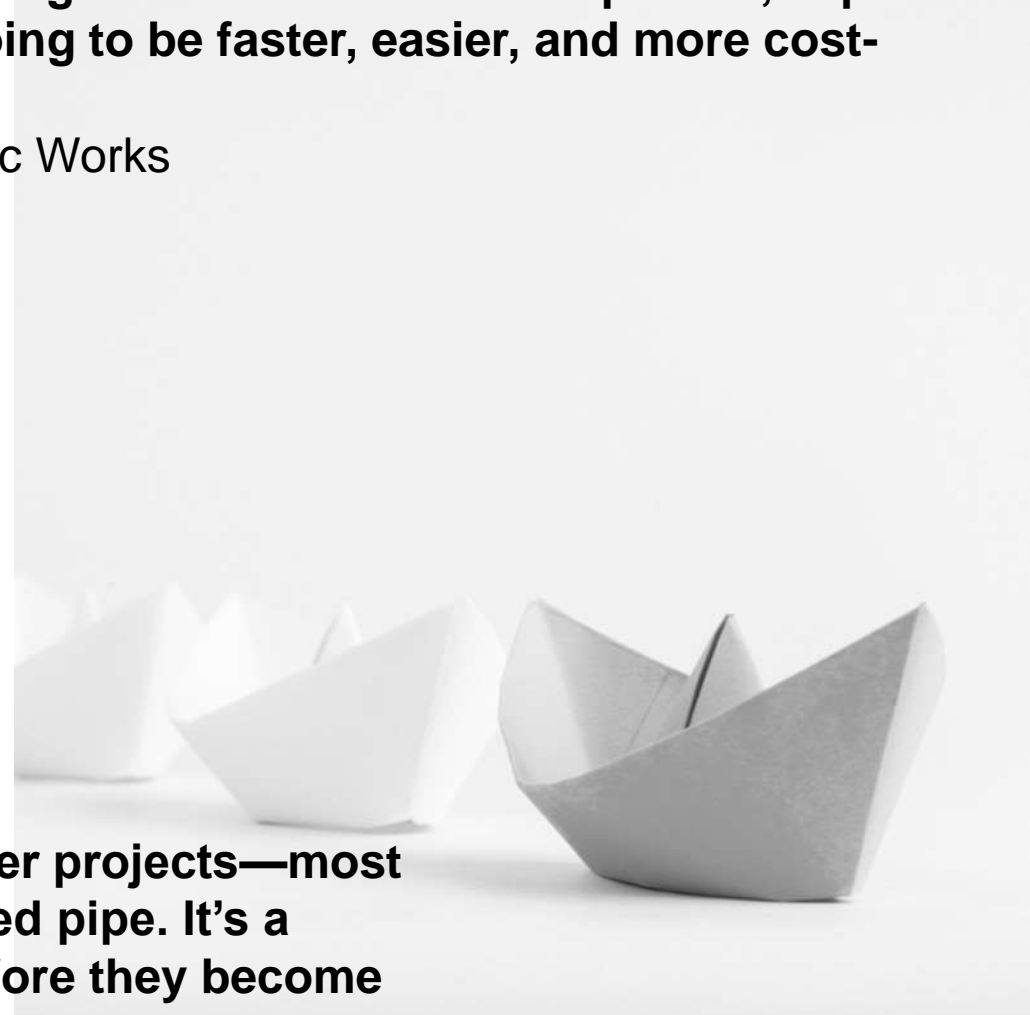
**“With the drag box and soon the dump truck, asphalt repair is going to be faster, easier, and more cost-effective.”**

— JR, Public Works

- Water & sewer rate adjustment for long-term sustainability
- Ongoing street, water, and sewer system maintenance
- Focused response to I&I issues
- Strategic long-term utility planning

**“Right now, we have 13 active water projects—most focused on replacing old galvanized pipe. It’s a proactive push to fix problems before they become emergencies.”**

— Trevor, Public Works





# Public Safety Investment

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- Voter-approved sales tax for public safety
- 3-pronged plan: officer pay, equipment, infrastructure
- Public dashboard for transparency
- Success tracking by Police Department

**“This is the golden age for our police department. We have support like never before—from the Board, the community, and City leadership.”**

— Chief of Police

# Administrative & Policy Improvements

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- Disciplinary and evaluation policies updated
- Personnel manual undergoing full rewrite
- Updated purchasing policies and training tools
- Strengthened city communications and branding

# Parks, Recreation & Engagement

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- Infrastructure upgrades and Rec Center improvements
- Expanded programs and new community events
- Environmental and cost-saving landscaping
- Zero-cost MDC partnership for pond runoff

# Planning & Development

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- Launched Civic Review permitting system
  - Modernized codes, mixed-use ordinance, R-1/M/C-2 changes
  - 125 new homes permitted; 250+ permits total
  - Major engineering projects: sidewalks, stormwater, parking
- “We’re building the infrastructure that drives the house-tops that drive the vibrant industry and retail Willard needs to strengthen our tax base.”**  
— Mike, Planning & Zoning Director

# Regional Partnerships & Future Planning

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- Support for 2025 Ozarks Legislative Priorities
- Exploring Adopt-a-Place community stewardship
- Sustainable funding strategies for parks
- Citywide performance scorecards launched

“

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Some people look at the world and say ‘why?’

Some people look at the world and say ‘why not?’

— George Bernard Shaw

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**“Residents told us they’re tired of carrying the tax burden alone—so we’re stimulating smart growth that shares the load and strengthens the future.”**

— Mike, Planning & Zoning Director

**“Now we have the funding. We have the people. Maybe we’re building a legacy—of excellence.”**

— Chief of Police

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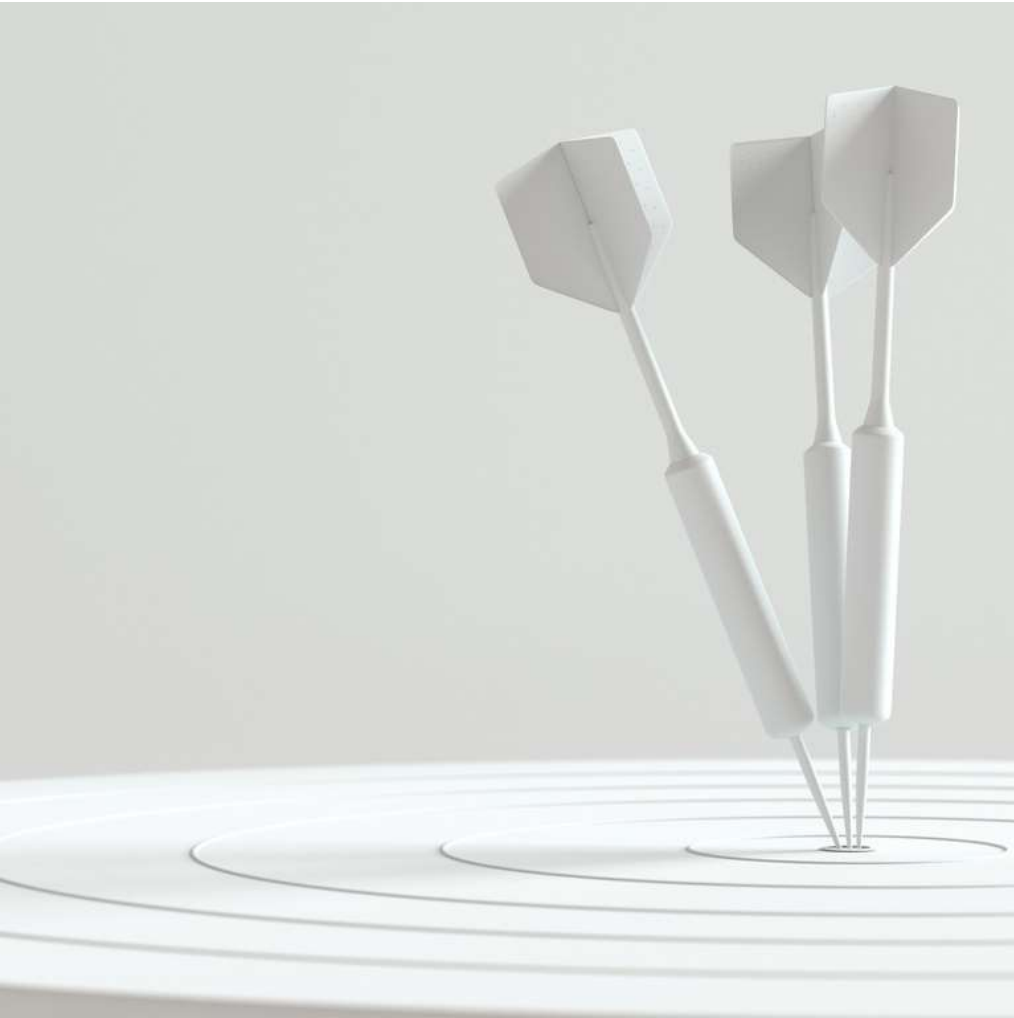
**“The right person is running each department—and when that happens, you feel it. The results of good leadership just keep compounding.”**

— Trevor, Public Works

**“Departments are working together better now than I’ve seen in 13 years with the City. That momentum matters—it gets things done.”**

— Trevor, Public Works





# Thank you

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## State of the City Presentation

**Mike** – In the last 6 months, I have focused on responsible development. I have heard the residents say they are tired of bearing the tax burden alone, so we are looking to stimulate growth.

We're creating the infrastructure that drives the housetops that drives the varied and vibrant industry and retail that creates a great tax base.

Mike says he turned in a report that contains most of the Planning Department's projects and successes.

Some goals for the next 6 months:

There will be a development to announce, hopefully by the end of the week. We've worked hard to move this forward.

The 160 Underpass engineering has been no easy feat.

Downtown upgrades that include parking, sidewalks, and crosswalks will continue.

A communication ordinance with conduits in new neighborhoods will reduce or eliminate boring and create a great system for pulling fiber.

Commendations: The best thing Willard has done by far is to hire a City Administrator who has a vision for the future. It is changing the trajectory and he works hard to include the community in sharing that vision for that future.

Trevor and his Public Works team work very well together. They are professional and respond immediately to a need. These traits are becoming rare in both the private and public sector; they are very appreciated.

**Chief** – The biggest success of the past 6 months is the vote of confidence the Board gave by authorizing the .5% tax to be put to a vote, and then seeing the public support it. With Troy Smith's election and Wes Young's appointment, this is the golden age for our police department. We have support like never before. Having a PIO that supports us changes everything, as well. We saw a bump in starting pay and an agreement to allow take-home vehicles that showed that the City values recruiting and retention of quality people. I feel that I am leaving the department in good hands when I retire. Lt (?) Shipley attended Executive Training and it is planned that she will attend Command College later this year.

We got the Motorola equipment that will really help the community and the department. We got those new patrol vehicles. We are proud of PAL boxing, the DARE program, Camp Character. We took the first steps in getting certified as a Blue Shield Community.

But by far our biggest accomplishments are investing in our people. Our new recruit Levi—I spent a lot of time recruiting him. He has a future in law enforcement. Corporal Caleb—he has a gift. Sgt Purdy is a genius (Told the story of how he was recruited) We find their talents and then get them all of the training that is possible and they really shine. Now, we have the funding to provide a bump in pay and I believe that could really happen. We have good people training so that even when I am gone, we will have a great police department. Maybe a legacy. Of excellence.

**Trevor and JR—**

Trevor brought in the report he emailed you. But he and JR did also want to highlight/add:

They worked on Better Together Park.

They have been winterizing water systems by putting insulation in meter pits. Inspected water pipe on Main Street, replacing 40 feet of clay pipe. Cane St: 200 feet of galvanized.

Currently, they have 13 water projects going, mainly replacing galvanized water pipe. They continue to identify problems through I&I.

Proactive water and sewer repairs are the focus of the next 6 months.

In the Meadows, over by Lone Oak, there have been so many problems with the water lines, they will be completely replacing a portion of the line there.

Asphalt repair is going to be cheaper and easier, with the drag box and soon the dump truck.

Trevor mentioned that having an inspector hired will really help PW's effectiveness over the next six months.

Trevor mentioned that the City departments are all working together better now than he has seen in his 13-year career with the City. "The right person for the job is currently running each department." He says that feeling builds momentum to accomplish things. There is a lot of appreciation. The departments help each other. The Planning Director, Mike, got in and helped finish concrete on the AB sidewalk, when it was needed. The results of good leadership continue to grow and compound.

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UTILITY COMPANIES

TELEPHONE - AT&T  
ROGER PAYNE  
CONSTRUCTION & ENGINEERING  
600 E. ST. LOUIS  
ROOM 630  
SPRINGFIELD, MO 65806-2414  
TEL. (417) 836-2507

SEWER / WATER  
RANDY BROWN  
CITY OF WILLARD  
224 W. JACKSON ST.  
P.O. BOX 187  
WILLARD, MO 65  
TEL. (417) 343-0285

LIBERTY UTILITIES - EMPIRE DISTRICT  
RICK WINGENDER  
2110 STATE HIGHWAY 14  
OZARK, MO 65721  
TEL. (417) 425-7763

GAS  
TODD FAGAN  
SPIRE  
207 PINE ST.  
MONETT, MO 65708  
TEL. (314) 658-5496

MEDIACOM  
KYLE KELLER  
1535 S. ENTERPRISE AVE.  
SPRINGFIELD, MO 65804  
TEL. (417) 496-8577

GENERAL NOTES:

- IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN ALL NECESSARY PERMITS PRIOR TO THE START OF CONSTRUCTION.
- IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR SHALL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS OF THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY AT ALL TIMES DURING THE PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS.
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE EXACT HORIZONTAL AND VERTICAL LOCATION OF EXISTING UNDERGROUND FACILITIES PRIOR TO BEGINNING OF CONSTRUCTION.
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO CORRECT ANY DAMAGE TO UNDERGROUND UTILITIES OR OTHER OBSTRUCTIONS DUE TO HIS OPERATIONS.
- ALL IMPROVEMENTS TO PEDESTRIAN AREAS SHALL MEET ALL A.D.A. REQUIREMENTS ACCORDING TO LATEST APPLICABLE GUIDELINES.
- ALL DIMENSIONS ARE TO BACK OF CURB UNLESS OTHERWISE NOTED.

UTILITY NOTES

- EXISTING UTILITIES SHOWN ARE BASED ON ENGINEER'S CONTACT WITH UTILITY AGENCIES AND TOPOGRAPHIC SURVEY, AND ARE BELIEVED TO REASONABLY REPRESENT EXISTING LOCATIONS. HOWEVER, THE ENGINEER AND OWNER MAKE NO GUARANTEE AS TO ACCURACY OR COMPLETENESS OF INFORMATION SHOWN. THE CONTRACTOR SHALL NOTIFY ALL UTILITY AGENCIES PRIOR TO BEGINNING WORK AND SHALL COOPERATE WITH THEM IN LOCATING AND PROTECTING THEIR FACILITIES.
- PUBLIC AND PRIVATE UTILITY FACILITIES SHALL BE MOVED OR ADJUSTED PRIOR TO CONSTRUCTION AS NECESSARY BY THE CONTRACTOR TO FIT THE CONSTRUCTION UNLESS NOTED ON THE PLANS OR IN THE PROPOSAL. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS OWN DETERMINATION AS TO THE TYPE AND LOCATION OF UNDERGROUND UTILITIES AS MAY BE NECESSARY TO AVOID DAMAGE THERETO.

DISCLAIMER:

THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY IF HE OBSERVES CONDITIONS IN THE FIELD THAT APPEAR TO BE UNFORESEEN OR ARE MATERIALLY DIFFERENT THAN SHOWN ON THE PLANS OR WOULD CAUSE THE DESIGN, AS SHOWN ON THE PLANS OR THE SPECIFICATIONS, TO BE IMPRACTICAL OR INAPPROPRIATE BASED ON CUSTOMARY STANDARDS OF THE INDUSTRY. THE CONTRACTOR SHALL CONSULT WITH THE ENGINEER AND RECEIVE WRITTEN DIRECTION BEFORE MAKING ANY MODIFICATION TO THE PLANS OR SPECIFICATIONS.

THE ENGINEER DISCLAIMS THE RESPONSIBILITY FOR ANY ACTIONS TAKEN BY THE CONTRACTOR NOT IN COMPLIANCE WITH THE ABOVE.

COUNTY LOCATION MAP



GREENE CO.

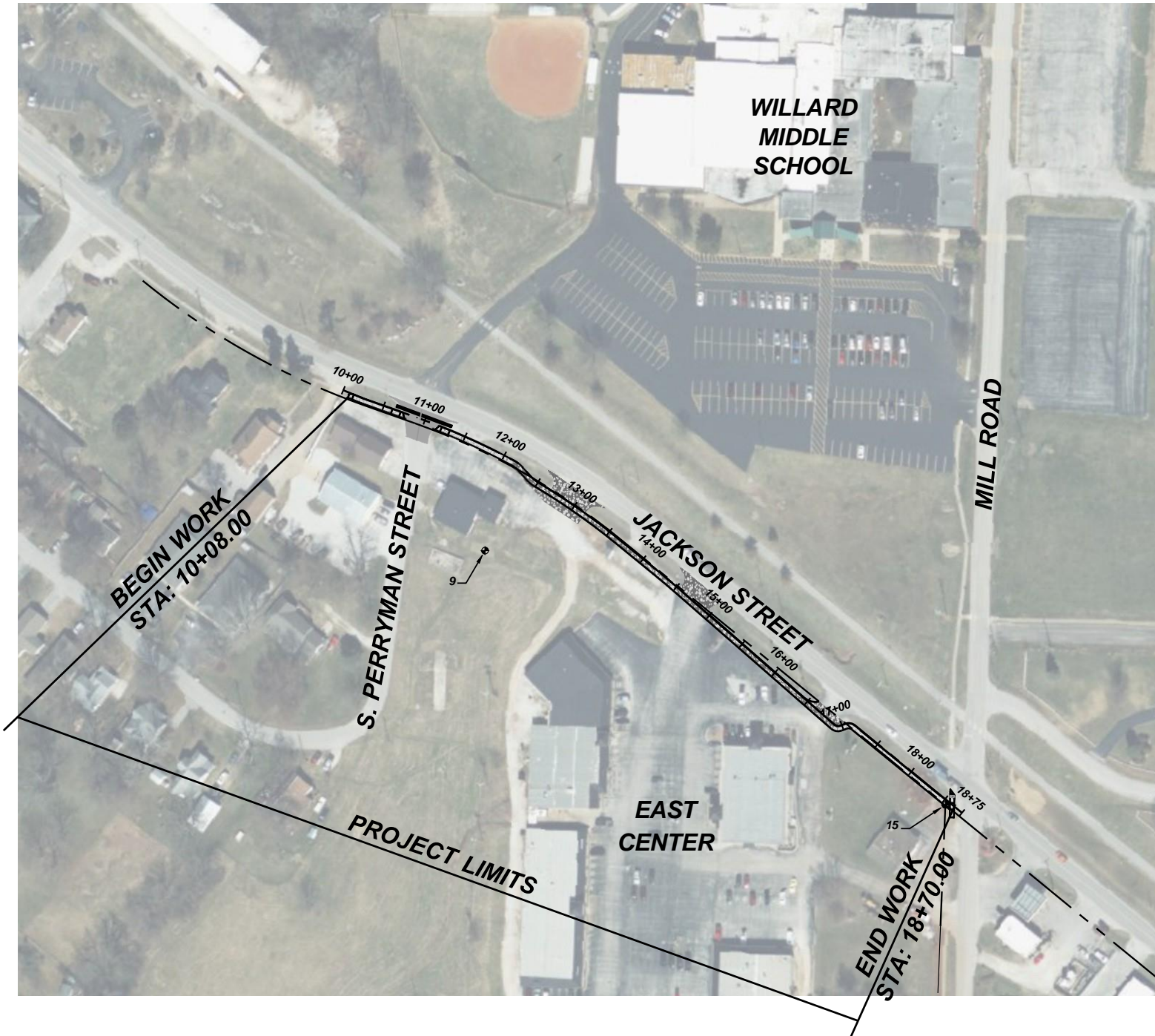
BENCHMARK NOTES:

HORIZONTAL CONTROL IS BASED UPON A MODIFIED STATE PLANE COORDINATE SYSTEM. THE COORDINATE VALUES SHOWN ON THIS SURVEY WERE DERIVED BY USING PUBLISHED VALUES ON MISSOURI DEPARTMENT OF NATURAL RESOURCES HORIZONTAL CONTROL MONUMENT NAME GR-56, SCALING THE PUBLISHED VALUES UP FROM A GRID POSITION TO A GROUND POSITION USING A COMBINED GRID FACTOR OF 1.000042002, AND THEN CONVERTING THE VALUES FROM METRIC UNITS TO ENGLISH UNITS. MO DNR MONUMENT GR-56 IS IN THE MISSOURI STATE PLANE COORDINATE SYSTEM 1983, CENTRAL ZONE. (1 METER = 3.28083333 FEET)

THE PUBLISHED VALUES FOR STATION NAME GR-90 ARE NORTH (Y) = 162,074.202M AND EAST (X) = 420,124.923M WITH A PUBLISHED GRID FACTOR OF 0.9999580 (INVERSE=1.000042002).

THE MODIFIED GROUND VALUES FOR STATION NAME GR-56 USED FOR THE PURPOSE OF THIS SURVEY ARE NORTH (Y) = 531,738.4444 FT AND EAST (X) = 1,278,359.8515 FT.

PUBLIC IMPROVEMENTS FOR  
JACKSON STREET SIDEWALK  
CITY OF WILLARD  
GREENE COUNTY, MISSOURI  
SEC. 25 T30N, R23W



LOCATION MAP

BENCHMARK LOCATIONS				
POINT #	NORTHING	EASTING	ELEVATION	DESCRIPTION
9	536436.85	1371156.48	1222.77	EIP STRIBLING LC000373
15	536144.53	1371686.00	1228.20	EIP AUSTIN PLS 2000147872

PREPARED AND SUBMITTED BY:

CJW TRANSPORTATION CONSULTANTS, LLC  
5051 S. NATIONAL AVE, SUITE 7A  
SPRINGFIELD, MO 65810

GARRETT EVANS, P.E.,

APPROVED BY:  
CITY OF WILLARD, MISSOURI

CITY ADMINISTRATOR

DATE

DATE

No.:	Description:	Date:

SHEET LIST TABLE

SHEET TITLE	SHEET NUMBER
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PRELIMINARY  
Not For Construction

JACKSON STREET SIDEWALK IMPROVEMENTS  
THE CITY OF WILLARD, MISSOURI  
WILLARD, MISSOURI

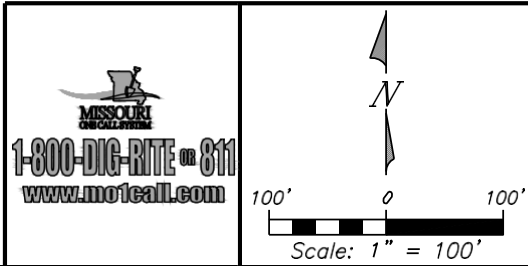
DATE	DATE
SURVEY BY	CJW
DESIGN	CJW
DRAWN	CJW
CHECKED	CJW
SCALE HOR.	1" = 100'
SCALE VERT.	N/A

COVER SHEET

SHEET NO.

01

CJW NO. 24123





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TEMP. TRAFFIC CONTROL NOTES:

1. THE CONTRACTOR SHALL MAINTAIN ACCESS FOR RESIDENTIAL AND COMMERCIAL DRIVEWAYS AT ALL TIMES.
2. THE CONTRACTOR SHALL MAINTAIN ALL SIGNALIZED INTERSECTIONS LOCATED WITHIN THE WORK ZONE AT ALL TIMES.
3. ALL EXISTING SIGNS SHALL BE MAINTAINED AND RELOCATED WHEN NECESSARY. SIGNING SHALL BE INSTALLED PRIOR TO OPENING ANY SECTION OF THE ROADWAY FOR TRAFFIC.
4. DISTANCES MAY BE SHORTENED BETWEEN ADVANCE WARNING SIGNS AS APPROVED BY THE CITY OR ENGINEER.
5. PAVEMENT MARKINGS NO LONGER APPLICABLE SHALL BE REMOVED OR OBLITERATED. TEMPORARY MARKINGS SHALL BE USED AS NECESSARY.
6. LOCATION AND SPACING OF SIGNS, AND BUFFER SPACE MAY BE ADJUSTED IN THE FIELD TO MORE ACCURATELY REFLECT ACTUAL CONDITIONS WITH APPROVAL OF THE ENGINEER.
7. CHANNELIZERS SHALL BE PLACED OFF OF THE PAVEMENT WHEN WORK IS NOT IN PROGRESS UNLESS LANE CLOSURE IS IN EFFECT.
8. THE MAXIMUM SPACING BETWEEN CHANNELIZING DEVICES IN A TAPER SHOULD BE APPROXIMATELY EQUAL IN FEET TO THE SPEED LIMIT. CHANNELIZING DEVICES SHOULD BE 5-10 FEET APART AROUND SHORT RADI.
9. THE CONTRACTOR SHALL MAINTAIN MINIMUM 10' WIDE LANES AT ALL TIMES.
10. THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS PRIOR TO CONSTRUCTION.
11. SUPPLEMENTAL WARNING METHODS MAY BE USED TO CALL ATTENTION TO THE WORK ZONE.
12. CONES MAY BE USED FOR DAYLIGHT OPERATION ONLY.
13. BARRICADES REQUIRE LIGHTS IF USED OVERNIGHT.
14. IF APPLICABLE, OTHER APPROPRIATE SIGNS MAY BE USED IN LIEU OF THE "ROAD WORK AHEAD" SIGN.
15. SUPPLEMENTAL WARNING METHODS MAY BE USED TO CALL ATTENTION TO THE WORK ZONE.
16. FOR MOBILE OPERATIONS WHERE WORKERS ARE ON FOOT AND MOVE WITH THE OPERATION, CHANNELIZERS MAY BE REDUCED OR ELIMINATED.
17. ALL CONSTRUCTION SIGNS, BARRICADES, DRUMS, MARKINGS AND OTHER TRAFFIC CONTROL DEVICES MUST BE UTILIZED AND MAINTAINED IN COMPLIANCE WITH PART VI OF THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES"; 2023 EDITION REVISION 1, OR LATEST REVISION THEREOF (MUTCD).
18. WHERE FLAGGERS ARE REQUIRED, ADVANCED SIGNING SHALL BE AS PERMITTED BY MUTCD. THE FLAGGER SHALL MEET THE REQUIREMENTS OF MUTCD WITH REGARD TO CHARACTER, ATTIRE, BEHAVIOR, AND MUST BE CERTIFIED AS A FLAGGER WITHIN A WORK AREA BY A NATIONALLY RECOGNIZED ORGANIZATION SUCH AS ATSSA OR IMSA OR AN APPROVED EQUAL.
19. WHERE MINIMUM LANE WIDTHS CANNOT BE ACHIEVED ON THE MINOR STREETS, THE CONTRACTOR SHALL CLOSE HALF OF THE APPROACH AND POSITION A FLAGGER AT EACH END OF THE WORK AREA. ADVANCE FLAGGER SIGNING SHALL BE INSTALLED AS OUTLINED IN THE MUTCD. AT THE SAME TIME, ALL TURNS FROM THE MAJOR STREET SHOULD BE PROHIBITED. THE CONTRACTOR WOULD APPLY THE TRAFFIC CONTROL FOR THE LEFT TURN LANE CLOSURE AND INSTALL RIGHT TURN PROHIBITION SIGNS AS DESCRIBED ABOVE.
20. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING IN POSITION, CLEANING AND REPLACING, DAMAGED TRAFFIC CONTROL DEVICES, STREET LIGHTS, AND OR OTHER UTILITIES.
21. THE CONTRACTOR SHALL BE RESPONSIBLE FOR KEEPING ALL TRAFFIC LANES CLEAR OF MUD AND DEBRIS.
22. ADEQUATE CLEARANCE AT INTERSECTIONS SHALL BE MAINTAINED TO PROVIDE PROPER SIGHT DISTANCE FOR THE SAFE OPERATION OF VEHICLES, SIGNALS, AND PROVIDE SAFETY FOR PEDESTRIAN TRAFFIC.
23. CONTRACTOR IS RESPONSIBLE FOR AVOIDING ANY AND ALL UTILITIES WHEN SETTING SIGN POSTS AND WILL BE REQUIRED TO COORDINATE HIS ACTIVITIES WITH ANY AND ALL UTILITY COMPANIES, WHETHER THEIR FACILITY IS INDICATED ON THE PLAN OR NOT.
24. PAYMENT WILL BE MADE FOR "TEMPORARY TRAFFIC CONTROL" AS LISTED IN THE BID PROPOSAL. SUCH PAYMENT SHALL CONSTITUTE FULL COMPENSATION FOR ALL WORK NECESSARY TO COMPLETE THE ITEM.
25. THE TRAFFIC CONTROL REQUIREMENTS SHOWN ON THESE PLANS ARE MINIMUM REQUIREMENTS ONLY AND DO NOT ATTEMPT TO ADDRESS IN DEPTH THE VARIETY OF SITUATIONS THAT MAY OCCUR ONCE CONSTRUCTION HAS STARTED. IN NO WAY DO THE REQUIREMENTS SHOWN ON THESE PLANS RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY FOR SELECTION OF THE PROPER TRAFFIC CONTROL DEVICES AND IMPLEMENTATION PROCEDURES THAT WILL ASSURE THE SAFETY OF MOTORISTS, PEDESTRIANS, AND WORKERS AT ALL TIMES. ANY ADDITIONAL QUANTITIES OF TRAFFIC CONTROL DEVICES NECESSARY TO COMPLETE CONTRACT, REQUIRED AS PART OF CONTRACTORS MEANS & METHODS, OR AS ORDERED BY THE ENGINEER SHALL BE INCLUDED IN THE BID PROPOSAL.

TEMP. EROSION CONTROL NOTES:

1. THIS PLAN SHOWS THE LOCATION AND DETAILS FOR PRIMARY SEDIMENT CONTROL TO BE CONSTRUCTED. THE CONTRACTOR IS RESPONSIBLE FOR CONTROLLING EROSION AND DISCHARGE OF SEDIMENT FROM THE SITE AT ALL TIMES DURING CONSTRUCTION. THE CONTRACTOR SHALL PROVIDE NECESSARY MEASURES DURING ALL PHASES OF OPERATIONS REGARDLESS OF WHETHER THEY ARE SPECIFICALLY NOTED ON THIS PLAN AND SHALL MAINTAIN AND REPLACE CONTROLS AS NECESSARY DURING THE COURSE OF HIS OPERATIONS.
2. GRAVEL BAGS AND FIBER ROLLS OR OTHER INITIAL SEDIMENT CONTROLS SHOWN ON THIS PLAN MUST BE INSTALLED PRIOR TO ANY OTHER WORK. GRAVEL BAGS AND FIBER ROLLS OR OTHER CONTROLS SHALL BE INSPECTED AND MAINTAINED ONCE A WEEK AND AT THE HALF WAY POINT OF CONSTRUCTION.
3. THE CONTRACTOR SHALL CLEAN SWEEP AND VACUUM STREETS BOTH INTERIOR AND ADJACENT TO THE SITE DAILY, AND AS NEEDED FOR THE ON SITE INSPECTOR; AFTER EACH RAINFALL, AFTER COMPLETION OF EACH CONSTRUCTION PHASE, AND AT THE END OF CONSTRUCTION.
4. THE CONTRACTOR IS RESPONSIBLE FOR CONTROLLING DUST DURING CONSTRUCTION AND SHALL WATER CONSTRUCTION AREAS WHENEVER CONDITIONS WARRANT.
5. THE CONTRACTOR SHALL PREVENT STORM PIPES FROM ACCUMULATING SEDIMENT AS THEY ARE INSTALLED.
6. THE CONTRACTOR IS RESPONSIBLE FOR DEWATERING AS NEEDED. DURING DEWATERING, WATER SHOULD NOT BE RETURNED DIRECTLY TO WATERWAY BUT SHALL BE PUMPED UPLAND AND FILTERED THROUGH AN APPROPRIATE TREATMENT DEVICE SUCH AS A DE-WATERING BAG.
7. THE CONTRACTOR SHALL MAINTAIN AND INSPECT EROSION CONTROL MEASURES AND BEST MANAGEMENT PRACTICES THROUGHOUT CONSTRUCTION IN ACCORDANCE WITH THE CONDITIONS OF THE LAND DISTURBANCE PERMIT. COPIES OF THE LAND DISTURBANCE PERMIT AND STORM WATER POLLUTION PREVENTION PLAN SHALL REMAIN ON SITE THROUGHOUT CONSTRUCTION.
8. PHASING AND SEQUENCING IS ONE OF THE BEST BMPS. WORK IN THE ACTIVE CHANNELS AND/OR ON SLOPES SHALL TO BE KEPT TO AS SHORT OF A DURATION AS POSSIBLE. AREAS NOT INSIDE A COFFER DAM SHALL BE STABILIZED IN 2 DAYS.
9. UTILITY WORK CANNOT OCCUR UNTIL BMPS ARE INSTALLED AND A PERMIT HAS BEEN ISSUED.
10. NO STOCKPILES ARE TO BE PLACED IN FRONT OF INLETS OR IN A DRAINAGE CHANNEL.
11. CONTRACTOR SELECTED STAGING AREA SHALL PROVIDE PROTECTION FROM ALLOWING SEDIMENT, DEBRIS OR RESIDUE FROM ENTERING OR LEAVING THE PROJECT SITE. ALL STOCKPILES SHALL BE PROTECTED WITH THE APPROPRIATE BMPS. ANY AND ALL BMPS, REQUESTED BY OWNER, TO COMPLY WITH THE ABOVE SHALL BE INSTALLED AND MAINTAINED IMMEDIATELY BY CONTRACTOR AT THEIR EXPENSE. LOCATION SHALL BE DISCUSSED AT PRE PERMIT MEETING.
12. CONSTRUCTION EXIT SHALL BE INSTALLED AS NECESSARY TO PREVENT TRACK-OUT. LOCATIONS MAY VARY DEPENDING ON CONTRACTORS SELECTED MEANS & METHODS. OWNER MAY AT ANY TIME OR FROM TIME TO TIME REQUEST ADDITIONAL EXITS, DEPENDING ON SITE CONDITIONS.
13. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING EROSION CONTROL DEVICES DURING THE ENTIRE CONSTRUCTION PERIOD. ALL EROSION CONTROL MEASURES SHALL BE IN PLACE PRIOR TO BEGINNING CONSTRUCTION ACTIVITIES UNLESS OTHERWISE NOTED.
14. EROSION CONTROL BLANKET SHOULD BE ONE WITH ALL NATURAL MATERIALS INSTEAD OF PLASTIC NETTING SUCH AS NORTH AMERICAN GREEN BIONET OR CURLEX FIBERNET.
15. THE CONTRACTOR SHALL CONTAIN SAWCUT SLURRY AND PREVENT SLURRY FROM ENTERING STORM DRAINS.
16. THE CONTRACTOR SHALL PLACE EROSION AND SEDIMENT CONTROL BARRIERS AROUND ANY STORM INLET THAT RECEIVE STORM WATER FROM THE CONSTRUCTION AREA.
17. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ANY ADDITIONAL BMP'S NEEDED TO KEEP SEDIMENT AND OR POLLUTANTS FROM LEAVING THE SITE.
18. ALL AREAS DISTURBED, CUT, GRATED OR LEFT WITHOUT GRASS WILL NEED PERMANENT STABILIZATION WITHIN 14 DAYS.
19. IF STABILIZATION CANNOT BE ACHIEVED WITHIN 14 DAYS, TEMP BMPS WILL BE REQUIRED. THESE ADDITIONAL BMPS AS REQUESTED BY OWNER ARE CONSIDERED INCIDENTAL TO CONTRACT.
20. REFER TO STORM WATER POLLUTION PREVENTION PLAN (SWPPP).
21. ALL CHANGES TO ESC PLAN AND PHASES NEED TO BE APPROVED BY THE CITY'S WATER QUALITY INSPECTOR.
22. ALL TYPE II ROCK BLANKETS SHALL BE CONSTRUCTED OF WELL GRADED GRANULAR BACKFILL AS PER DETAIL STANDARDS.

REMOVAL NOTES:

1. THE CONTRACTOR SHALL REMOVE AND DISPOSE OF ALL DEBRIS, RUBBISH AND OTHER MATERIALS RESULTING FROM CURRENT DEMOLITION OPERATIONS.
2. DISPOSAL OF REMOVALS SHALL BE IN ACCORDANCE WITH ALL FEDERAL, STATE, AND LOCAL REGULATIONS GOVERNING SUCH OPERATIONS.
3. SAWCUT EXISTING PAVEMENT AND SIDEWALKS AS NEEDED FOR REMOVAL AND CONSTRUCTION OF IMPROVEMENTS.
4. CONTRACTOR SHALL CONTAIN SAW CUT SLURRY AND PREVENT SLURRY FROM ENTERING STORM DRAINS.
5. ALL EXISTING ASPHALT AND CONCRETE PAVEMENT BEING REMOVED SHALL BE REMOVED TO ITS FULL DEPTH INCLUDING THE AGGREGATE BASE BELOW THE PAVEMENT.
6. THE CONTRACTOR SHALL COORDINATE THE REMOVAL OF EXISTING UTILITIES WITH THE UTILITY PROVIDER.
7. CONTRACTOR SHALL PROTECT EXISTING BUILDING WALLS / DOORS / WINDOWS AND SPECIAL ENTRY PAVEMENT ADJACENT TO SIDEWALK REMOVAL. CONTACT THE ENGINEER PRIOR TO DISTURBING AREAS OF SPECIALTY PAVING AT ENTRIES WHEN GRADES NEED TO BE ADJUSTED.
8. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE EXACT HORIZONTAL AND VERTICAL LOCATION OF THE EXISTING UNDERGROUND FACILITIES PRIOR TO BEGINNING CONSTRUCTION.
9. THE CONTRACTOR SHALL IDENTIFY AND RELOCATE ALL IRRIGATION HEADS AND LINES TO BEYOND THE NEW RIGHT-OF-WAY LINE. CONTRACTOR SHALL NOTIFY ENGINEER WHEN IRRIGATION HEADS OR LINES ARE ENCOUNTERED WITHIN TEMPORARY CONSTRUCTION EASEMENTS THAT ARE IN CONFLICT WITH CONSTRUCTION OPERATIONS. IN SUCH CASE THE FACILITIES SHALL BE RELOCATED TO BEYOND THE CONSTRUCTION LIMITS. THE CONTRACTOR IS OTHERWISE RESPONSIBLE FOR ANY DAMAGE TO EXISTING IRRIGATION FACILITIES AND WILL BE CHARGED FOR REPAIRS INCURRED BY THE OWNER.
10. WHEN REQUIRED THE CONTRACTOR SHALL INSTALL TREE PROTECTION AROUND ALL TREES WITHIN CONSTRUCTION LIMITS NOT DESIGNATED TO BE REMOVED. SEE TREE PROTECTION PLAN.

DISCLAIMER:

THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY IF HE OBSERVES CONDITIONS IN THE FIELD THAT APPEAR TO BE UNFORESEEN OR ARE MATERIALLY DIFFERENT THAN SHOWN ON THE PLANS OR WOULD CAUSE THE DESIGN, AS SHOWN ON THE PLANS OR THE SPECIFICATIONS, TO BE IMPRACTICAL OR INAPPROPRIATE BASED ON CUSTOMARY STANDARDS OF THE INDUSTRY. THE CONTRACTOR SHALL CONSULT WITH THE ENGINEER AND RECEIVE WRITTEN DIRECTION BEFORE MAKING ANY MODIFICATION TO THE PLANS OR SPECIFICATIONS.

THE ENGINEER DISCLAIMS THE RESPONSIBILITY FOR ANY ACTIONS TAKEN BY THE CONTRACTOR NOT IN COMPLIANCE WITH THE ABOVE.

GENERAL NOTE:

THESE APPROXIMATE QUANTITIES ARE PROVIDED SOLELY FOR THE CONTRACTOR'S CONVENIENCE. THE LIST OF MATERIAL DOES NOT CONSTITUTE ALL ITEMS REQUIRED FOR THE COMPLETION OF THIS WORK.

UTILITY NOTES:

EXISTING UTILITIES SHOWN ARE BASED ON ENGINEER'S CONTACT WITH UTILITY AGENCIES AND TOPOGRAPHIC SURVEY, AND ARE BELIEVED TO REASONABLY REPRESENT EXISTING LOCATIONS. HOWEVER, THE ENGINEER AND OWNER MAKE NO GUARANTEE AS TO ACCURACY OR COMPLETENESS OF INFORMATION SHOWN. THE CONTRACTOR SHALL NOTIFY ALL UTILITY AGENCIES PRIOR TO BEGINNING WORK AND SHALL COOPERATE WITH THEM IN LOCATING AND PROTECTING THEIR FACILITIES.

PUBLIC AND PRIVATE UTILITY FACILITIES SHALL BE MOVED OR ADJUSTED PRIOR TO CONSTRUCTION AS NECESSARY BY THE OWNERS TO FIT THE CONSTRUCTION UNLESS NOTED ON THE PLANS OR IN THE PROPOSAL. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS OWN DETERMINATION AS TO THE TYPE AND LOCATION OF UNDERGROUND UTILITIES AS MAY BE NECESSARY TO AVOID DAMAGE THERETO.

GENERAL NOTE:

1. CONSTRUCTION SHALL CONFORM TO (WHAT STANDARDS?).
2. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN ALL NECESSARY PERMITS PRIOR TO THE START OF CONSTRUCTION.
3. IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR SHALL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS OF THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY AT ALL TIMES DURING THE PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS.
4. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE EXACT HORIZONTAL AND VERTICAL LOCATION OF EXISTING UNDERGROUND FACILITIES PRIOR TO BEGINNING OF CONSTRUCTION.
5. CONTRACTOR IS TO USE EXTREME CAUTION WHEN MAKING ADJUSTMENTS TO AND/OR WORKING ABOVE OR NEAR UNDERGROUND ELECTRICAL VAULTS, COMMUNICATION VAULTS, & VENT SHAFTS.
6. IT IS THE CONTRACTOR'S RESPONSIBILITY TO CORRECT ANY DAMAGE TO UNDERGROUND UTILITIES OR OTHER OBSTRUCTIONS DUE TO HIS OPERATIONS.
7. ALL IMPROVEMENTS TO PEDESTRIAN AREAS SHALL MEET ALL A.D.A. REQUIREMENTS ACCORDING TO LATEST APPLICABLE GUIDELINES.

No.:	Description:	Date:

Prepared by:



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PRELIMINARY  
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JACKSON STREET SIDEWALK IMPROVEMENTS  
THE CITY OF WILLARD, MISSOURI  
WILLARD, MISSOURI

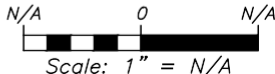
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SCALE HOR.	N/A
SCALE VERT.	N/A

GENERAL  
NOTES

SHEET NO.

02

CJW NO. 24123



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GENERAL LEGEND:

	FULL DEPTH ASPHALT PAVEMENT
	MILL & OVERLAY ASPHALT PAVEMENT
	FULL DEPTH CONCRETE PAVEMENT
	CONCRETE SIDEWALK
	CONCRETE APPROACH
	FULL DEPTH STAMPED PAVEMENT
	COLOR, STAMPED CONCRETE
	SPILL CURB AND GUTTER
	GRAVEL SURFACE
	ROCK LINING
	TYPE 2 ROCK BLANKET

REMOVALS LEGEND:

	ASPHALT PAVEMENT REMOVAL
	CONCRETE PAVEMENT REMOVAL
	CONCRETE REMOVAL
	SAWCUT
	DO NOT DISTURB
	REMOVE

EROSION CONTROL LEGEND:

	PROPOSED CONSTRUCTION ENTRANCE
	PROPOSED SEEDING
	PROPOSED SODDING
	EROSION CONTROL BLANKET / TURF REINFORCEMENT MAT
	SILT FENCE / FIBER ROLLS
	DITCH CHECKS
	INLET PROTECTION
	TREE PROTECTION
	LIMITS OF DISTURBANCE (PLAN)

LINE TYPE LEGEND:

	EXISTING BARBED WIRE FENCE
	EXISTING BRICK FENCE
	EXISTING CHAIN LINK FENCE
	EXISTING VEGETATION/BRUSH LINE
	EXISTING COMMUNICATION LINE
	EXISTING FIBER OPTIC LINE
	EXISTING GAS LINE
	EXISTING OVERHEAD ELECTRIC LINE
	EXISTING SANITARY SEWER LINE
	EXISTING UNDERGROUND ELECTRIC LINE
	EXISTING WATER LINE
	EXISTING MAJOR CONTOUR LINE
	EXISTING MINOR CONTOUR LINE
	PROPOSED MAJOR CONTOUR LINE
	PROPOSED MINOR CONTOUR LINE
	EASEMENT
	LOT LINE
	PROPERTY LINE
	RANGE LINE
	EXISTING RIGHT OF WAY
	SECTION LINE
	TOWNSHIP LINE
	PROPOSED RIGHT OF WAY
	LIMITS OF DISTURBANCE (PLAN)
	SAWCUT
	SILT FENCE / FIBER ROLLS
	DITCH CHECKS
	INLET PROTECTION
	TREE PROTECTION

TRAFFIC CONTROL LEGEND:

	WORK AREA - PHASE 1
	WORK AREA - PHASE 2
	WORK AREA - PHASE 3
	LANE USAGE
	CHANNELIZER
	SIGN
	TYPE III BARRICADE
	TRUCK OR TRAILER MOUNTED ARROW PANEL

SYMBOLGY LEGEND:

	IRON PIN SET CAPPED "LC 2007008003"
	EXISTING IRON PIN
	EXISTING RIGHT-OF-WAY MARKER
	ELECTRIC TRANSFORMER
	SANITARY SEWER MANHOLE
	STORM SEWER MANHOLE
	WATER MANHOLE
	TELEPHONE PEDESTAL
	FIRE HYDRANT
	WATER VALVE
	GAS VALVE
	GAS METER
	POWER POLE
	ELECTRIC METER
	GUY ANCHOR
	PULL BOX
	2 PED
	WATER METER
	GAS METER
	AIR CONDITIONER
	SIGN
	LIGHT POLE
	POST
	MAIL BOX
	TREE DECIDUOUS
	TREE EVERGREEN
	LANE USAGE
	CHANNELIZER
	SIGN
	TYPE III BARRICADE
	TRUCK OR TRAILER MOUNTED ARROW PANEL

ABBREVIATION LEGEND:

BOC	BACK OF CURB
DND	DO NOT DISTURB
ELV	ELEVATION
EOS	EDGE OF SHOULDER
EX	EXISTING
ESMT	EASEMENT
GLN	GUTTER LINE
GFL	GUTTER FLAG
OFF	OFFSET
PAV	PAVEMENT
PERT	PERPETUAL
R	REMOVE
ROW	RIGHT OF WAY
RPT	RADIUS POINT
SAN	SANITARY SEWER
STA	STATION
SWK	SIDEWALK
TCE	TEMPORARY CONSTRUCTION EASEMENT
TOW	TOP OF WALL

RIGHT OF WAY LEGEND:

	PROPOSED RIGHT OF WAY
	PROPOSED PERPETUAL EASEMENT
	PROPOSED TEMPORARY EASEMENT
	EXISTING EASEMENT
	LOT LINE
	PROPERTY LINE
	RANGE LINE
	EXISTING RIGHT OF WAY
	SECTION LINE
	TOWNSHIP LINE
	PROPOSED RIGHT OF WAY
	PROPOSED PERPETUAL EASEMENT
	PROPOSED TEMPORARY EASEMENT

No.	Description	Date

Item # 24.

PROJECTED BY:  
**CJW**

CJW Transportation Engineering, LLC

1000 E. National Ave., Suite 200  
St. Louis, MO 63103  
Phone: 314.782.1234  
Fax: 314.782.1235  
www.cjw-engineers.com

PRELIMINARY

Not For Construction

JACKSON STREET SIDEWALK IMPROVEMENTS  
THE CITY OF WILLARD, MISSOURI  
WILLARD, MISSOURI

DATE	DATE
SURVEY BY	CJW
DESIGN	CJW
DRAWN	CJW
CHECKED	CJW
SCALE HOR.	N/A
SCALE VERT.	N/A

GENERAL LEGEND

SHEET NO.  
**03**

CJW NO. 24123

1-800-DIG-BITE • 811  
www.missouri.gov

Scale: 1" = 4'

146

A cross-sectional diagram of a pavement structure. It consists of three distinct horizontal layers. The top layer is the thinnest and is labeled '2-INCH BITUMINOUS SURFACE'. Below it is a layer of medium thickness labeled '5-INCH BITUMINOUS BASE'. The bottom layer is the thickest and is labeled '6-INCH COMPACTED AGGREGATE'. Each layer is filled with a different pattern: the top layer has a fine dotted pattern, the middle layer has a coarser dotted pattern, and the bottom layer has a pattern of larger, irregular shapes representing aggregate.

15"

CONCRETE SIDEWALK

OPTIONAL CONSTRUCTION JOINT

#4 @ 18-INCHES ON CENTER

6" MIN.

6"

PR. GRADE

Diagram illustrating the construction and dimensions of a concrete driveway expansion joint. The diagram shows a cross-section of the driveway, including the concrete driveway, expansion joint, and surrounding structures like the curb and gutter, utility pole/sign, and sidewalk.

Key dimensions and features labeled:

- 48" MIN. CLEARANCE AT A POINT
- 60" MIN.
- PROPERTY LINE
- 5" MIN.
- 26" MIN. / 45" MAX.
- CONCRETE DRIVEWAY
- 4" TO 6" BETWEEN CONTROL JOINTS
- MIN. 1" FROM R/W TO SIDEWALK
- RIGHT OF WAY LINE
- EXPANSION JOINT
- STD. CURB & GUTTER
- UTILITY POLE, SIGN, OR OTHER FORM OF OBSTRUCTION
- 4" MIN.
- 1'-6" TAPER CURB HT. FROM 6" TO 0"
- 3'-6"

APPROACH MAY BE EITHER A RADIUS OR A TAPER. THE MAXIMUM RADIUS SHALL NOT EXCEED PAST THE RIGHT OF WAY LINE OR 15 FEET WHICH EVER IS SMALLER.

NOTE:  
ANY PART OF AN ACCESSIBLE  
ROUTE WITH A RUNNING SLOPE  
GREATER THAN 1:20 SHALL BE  
CONSIDERED A RAMP AND SHALL  
COMPLY WITH THOSE REGULATIONS.

SLOPE VARIES WITHIN 10' OF RIGHT OF WAY LINE. THE ELEVATION AT THE RIGHT OF WAY LINE MUST BE A MINIMUM OF 6" ABOVE THE FLOWLINE OF THE GUTTER.

**Plan View Details:**

- Right of Way:** 12" width.
- 5' MIN.:** Minimum width of the ramp area.
- 12":** Width of the ramp area.
- NOTE:** CROSS SLOPE OF LANDING AREAS, DO NOT EXCEED 2% IN ANY DIRECTION.
- 6" WIDE CURBING:** Width of the curb.
- UTILITY POLE:** Location of a utility pole.
- 1:12 (8.33%) MAXIMUM SLOPE:** Maximum slope of the ramp.
- 60" MIN.:** Minimum length of the ramp.
- 5' MIN.:** Minimum width of the ramp area.
- 1:12 (8.33%) MAXIMUM SLOPE:** Maximum slope of the ramp.
- 6" WIDE CURBING:** Width of the curb.
- NOTE:** THE RAMPED SURFACE SHALL BE NONSKID SUCH AS HEAVY BROOM FINISH.
- DETECTABLE WARNING:** Location of a detectable warning.
- 1:12 (8.33%) MAXIMUM SLOPE:** Maximum slope of the ramp.
- MAX CROSS SLOPE IS 1:50 (2.0%):** Maximum cross slope of the ramp.
- 1:10 SIDE FLARES:** Side flares of the ramp.
- NOTE:** GREATER SLOPE ALLOWED WHERE CURB RAMP IS NOT ADJACENT TO A WALKING SURFACE.
- MARKED CROSSWALK:** Location of a marked crosswalk.
- FIRE HYDRANT:** Location of a fire hydrant.

**Side View Details:**

- LEVEL LANDING AREA:** Area of the ramp.
- 60" MIN.:** Minimum length of the ramp.
- 4" CONCRETE MIN.:** Minimum concrete thickness of the ramp.
- RAMP:** The ramp itself.
- 6" CONCRETE MIN.:** Minimum concrete thickness of the ramp.

**PLAN VIEW**

5.6' 52.8' 9.5'

A A

B

#4 BARS @ 8" O.C.

#5 BARS @ 18" O.C.

2" MIN.

1' 1' 1'

VARIES

1'

2" MIN.

B-B

The diagram illustrates the cross-section of a 6-foot sidewalk. Key features include:

- Dimensions:** The total width is 6 feet. Slopes on both sides are indicated as 2% MAX. Vertical dimensions of 1 foot are shown for the base and the concrete layer.
- Construction Layers:**
  - 4-INCH CONCRETE:** The top layer of the sidewalk.
  - 4" TYPE I COMPACTED AGGREGATE BASE EXTENDED 6" EACH SIDE OF SIDEWALK:** The base layer extending beyond the concrete edges.
- Labels and Notes:**
  - EX. ASPHALT ROADWAY:** Points to the existing road surface on both sides.
  - P.W.:** Property line, indicated by a vertical dashed line.
  - VARIES:** Multiple instances indicating that certain dimensions (like the width of the base and the distance to the road) are not fixed and can vary.
  - 6" SIDEWALK:** The total width of the sidewalk.

MAILBOX REPLACEMENT

## TYPICAL SECTIONS & DETAILS






SHEET NO.

04

CJW NO. 24123

**CJW Transportation Consultants, L.L.C.**  
CJW Transportation  
Consultants, L.L.C. Engineering  
M/C O.A. #2006012385  
5051 S. National  
Suite 7A  
Springfield, MO 65810  
Tel: 417.889.3400  
Fax: 417.889.3402  
www.CJW.com

### LEGEND

	ASPHALT PAVEMENT REMOVAL
	MILL ASPHALT PAVEMENT
	CONCRETE PAVEMENT REMOVAL
	CONCRETE REMOVAL
	SAWCUT
DND	DO NOT DISTURB
R	REMOVE

Prepared by:  
**CJW**

PRELIMINARY  
Not For Construction

JACKSON STREET SIDEWALK IMPROVEMENTS  
THE CITY OF WILLARD, MISSOURI  
WILLARD, MISSOURI

DATE	DATE
SURVEY BY	CJW
DESIGN	CJW
DRAWN	CJW
CHECKED	CJW
SCALE HOR.	1" = 20'
SCALE VERT.	N/A

## REMOVALS PLAN

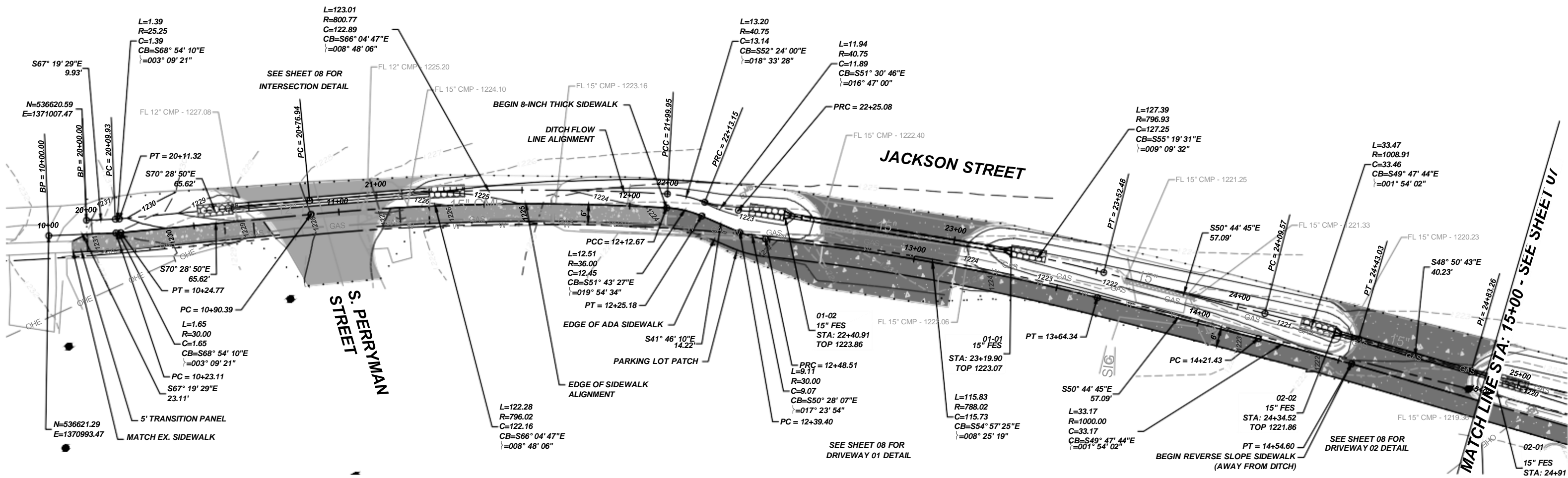
SHEET NO.

CJW NO. 24123

148

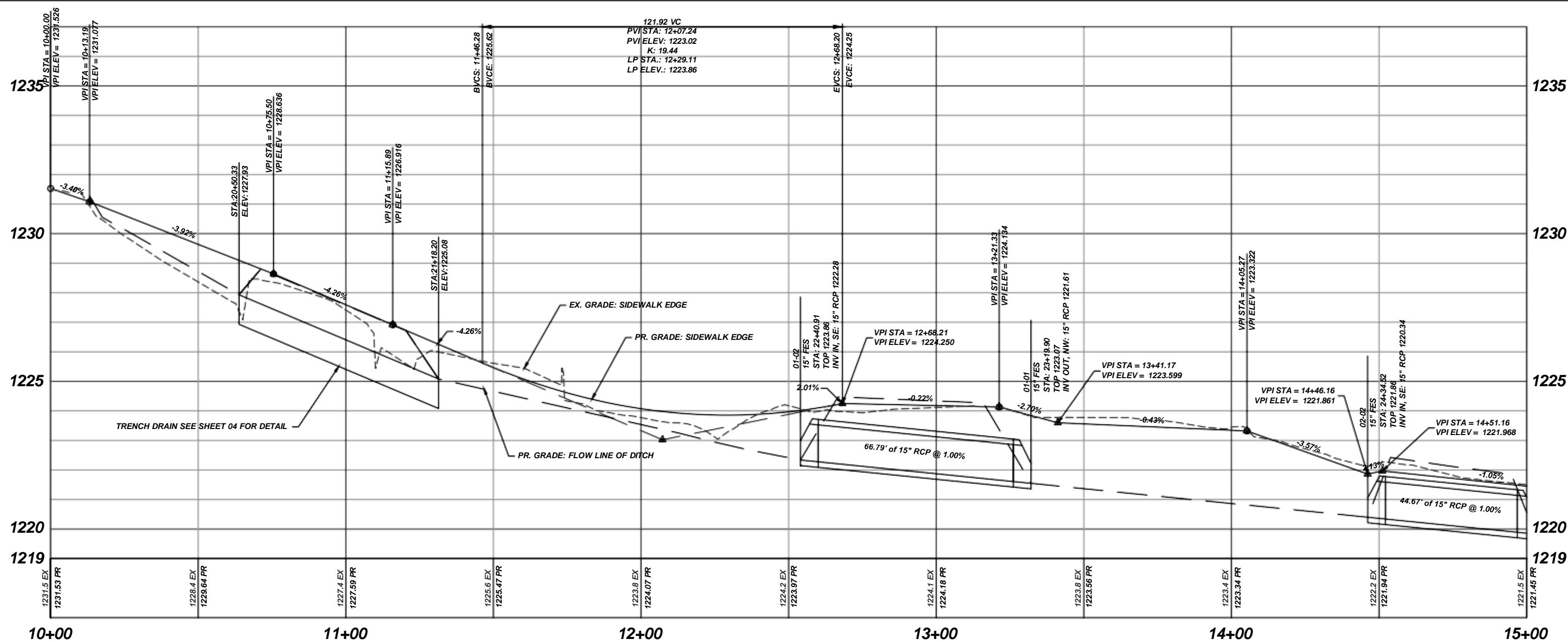


NOTES:  
SEE SHEET 05 FOR EROSION CONTROL BLANKET / TURF REINFORCEMENT MAT LOCATION



### LEGEND

	FULL DEPTH ASPHALT PAVEMENT
	MILL & OVERLAY ASPHALT PAVEMENT
	CONCRETE SIDEWALK
	CONCRETE APPROACH
	FULL DEPTH STAMPED PAVEMENT
	SPILL CURB AND GUTTER
	ROCK LINING



Item # 24.



CJW Transportation Consultants, L.L.C.  
3801 S. National  
Suite 734  
Springfield, MO 65810  
Tel: 417.889.1400  
Fax: 417.889.1402  
www.cjw.com

PRELIMINARY  
Not For Construction

JACKSON STREET SIDEWALK IMPROVEMENTS  
THE CITY OF WILLARD, MISSOURI  
WILLARD, MISSOURI

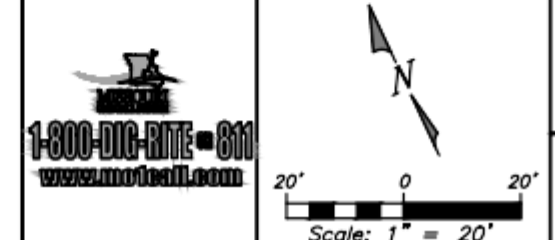
DATE	DATE
SURVEY BY	CJW
DESIGN	CJW
DRAWN	CJW
CHECKED	CJW
SCALE HOR.	1" = 20'
SCALE VERT.	1" = 2'

SIDEWALK  
PLAN &  
PROFILE

SHEET NO.

06

CJW NO. 24123



NOTES:  
SEE SHEET 09 FOR EROSION CONTROL BLANKET / TURF REINFORCEMENT MAT LOCATION

Item # 24.

Prepared by:  
**CJW**  
CJW Transportation Consultants, L.L.C.  
5081 S. National  
Suite 734  
Springfield, MO 65810  
Tel: 417.889.1400  
Fax: 417.889.1402  
www.cjw.com

PRELIMINARY  
Not For Construction

JACKSON STREET SIDEWALK IMPROVEMENTS  
THE CITY OF WILLARD, MISSOURI  
WILLARD, MISSOURI

DATE	DATE
SURVEY BY	CJW
DESIGN	CJW
DRAWN	CJW
CHECKED	CJW
SCALE HOR.	1" = 20'
SCALE VERT.	1" = 2'

SIDEWALK  
PLAN &  
PROFILE

SHEET NO.

07

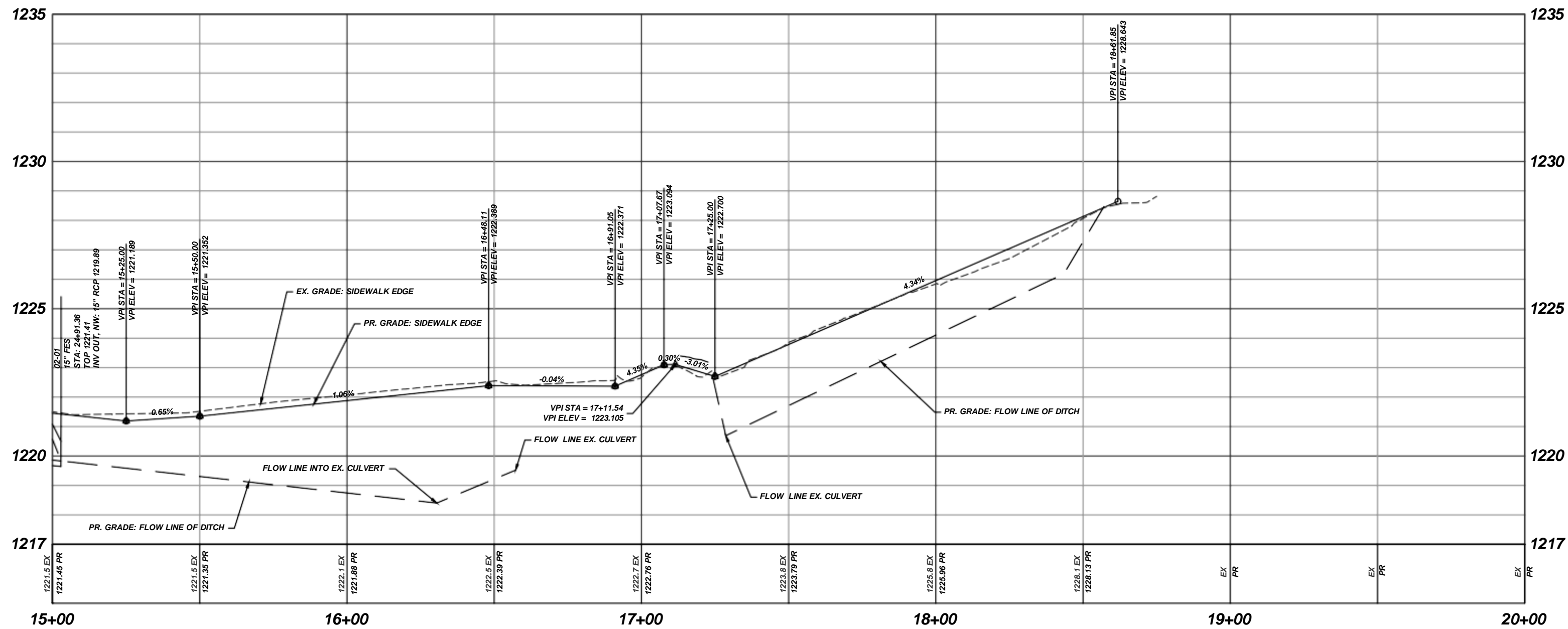
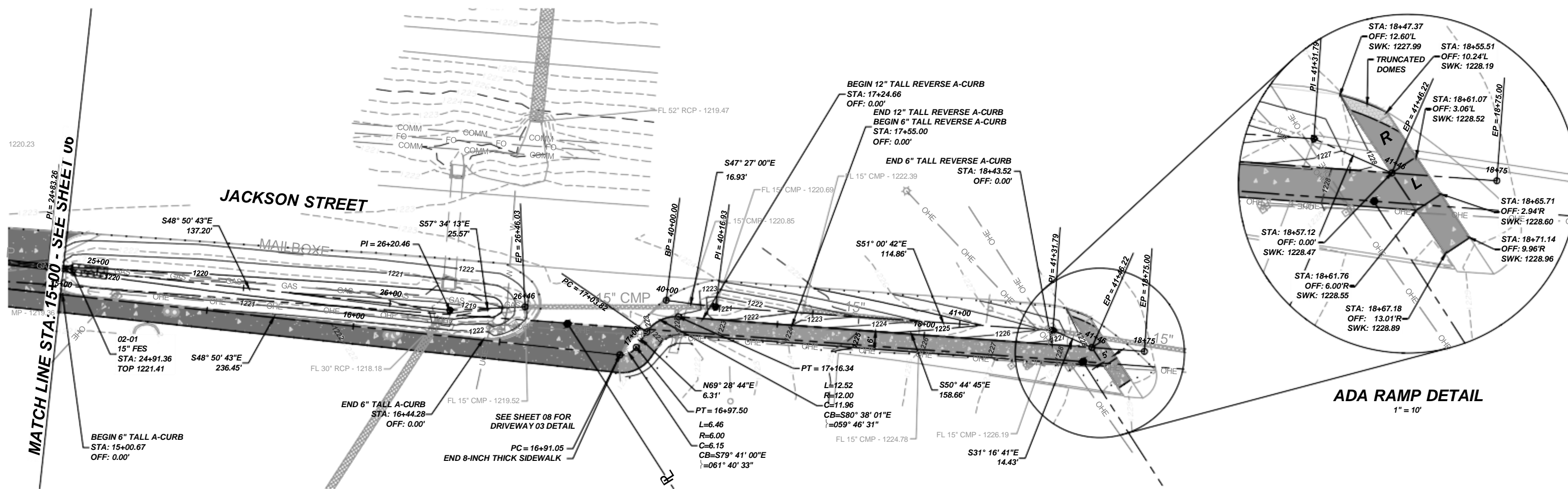
CJW NO. 24123

150

No.	Description	Date

### LEGEND

	FULL DEPTH ASPHALT PAVEMENT
	MILL & OVERLAY ASPHALT PAVEMENT
	CONCRETE SIDEWALK
	CONCRETE APPROACH
	FULL DEPTH STAMPED PAVEMENT
	SPILL CURB AND GUTTER
	ROCK LINING



NOTES:

Item # 24.

Prepared by: **CJW**  
CJW Transportation Consultants, L.L.C.  
5881 S. National  
Suite 734  
Springfield, MO 65810  
Tel: 417-880-1400  
Fax: 417-880-1407  
www.cjwllc.com

**PRELIMINARY**  
Not For Construction

JACKSON STREET SIDEWALK IMPROVEMENTS  
THE CITY OF WILLARD, MISSOURI  
WILLARD, MISSOURI

DATE	DATE
SURVEY BY	CJW
DESIGN	CJW
DRAWN	CJW
CHECKED	CJW
SCALE HOR.	1" = 10'
SCALE VERT.	N/A

INTERSECTION  
& DRIVEWAY  
DETAILS

SHEET NO.

08

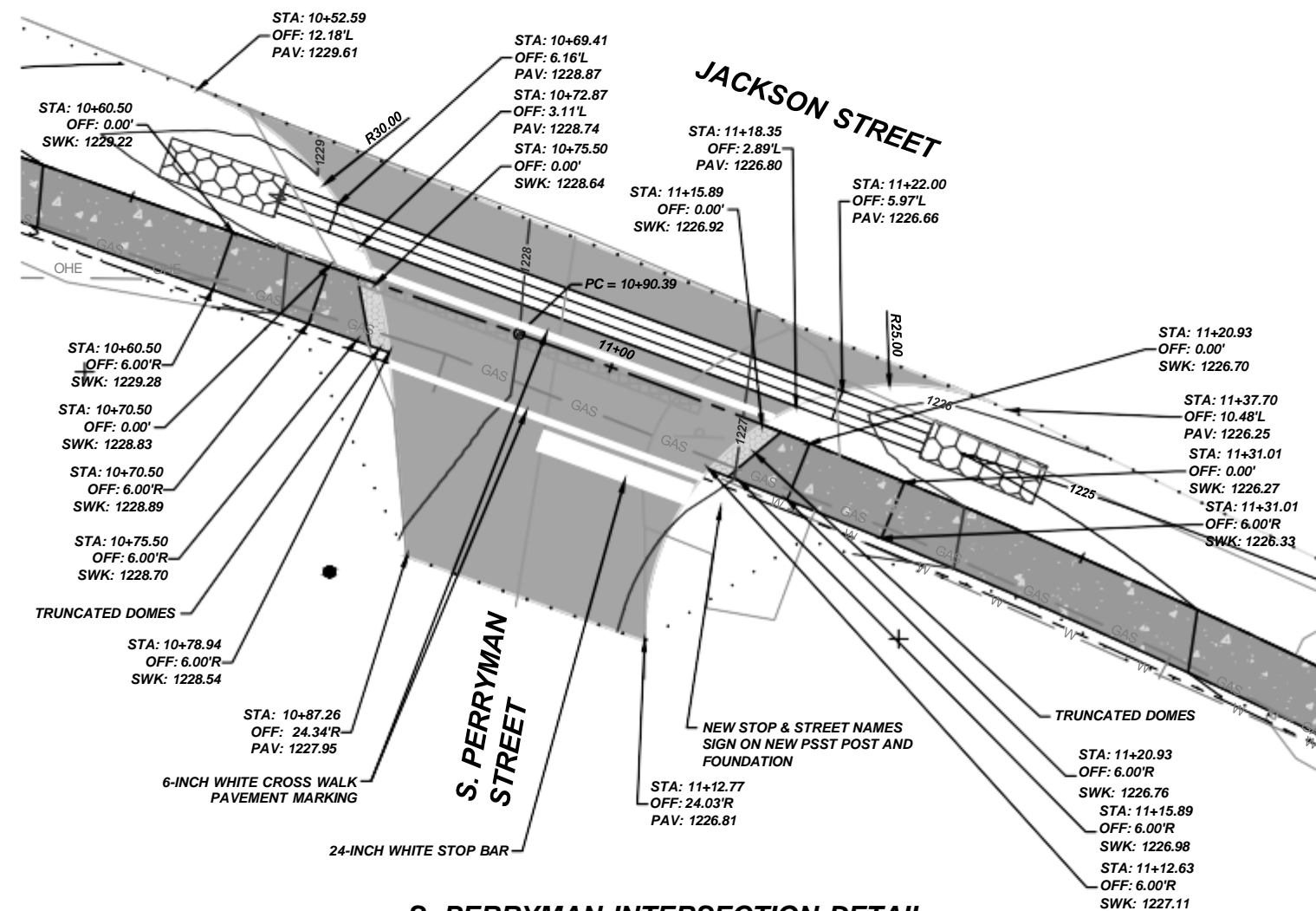
CJW NO. 24123

151

No.	Description	Date

LEGEND

	FULL DEPTH ASPHALT PAVEMENT
	MILL & OVERLAY ASPHALT PAVEMENT
	CONCRETE SIDEWALK
	CONCRETE APPROACH
	FULL DEPTH STAMPED PAVEMENT
	SPILL CURB AND GUTTER
	ROCK LINING

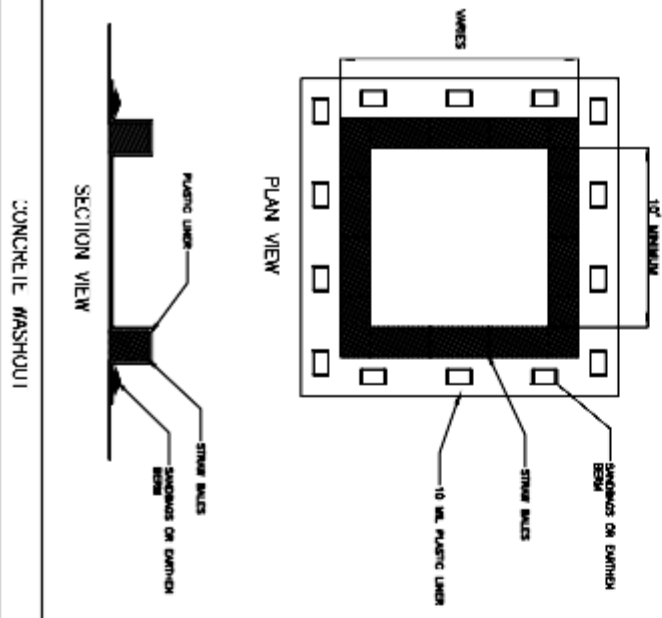




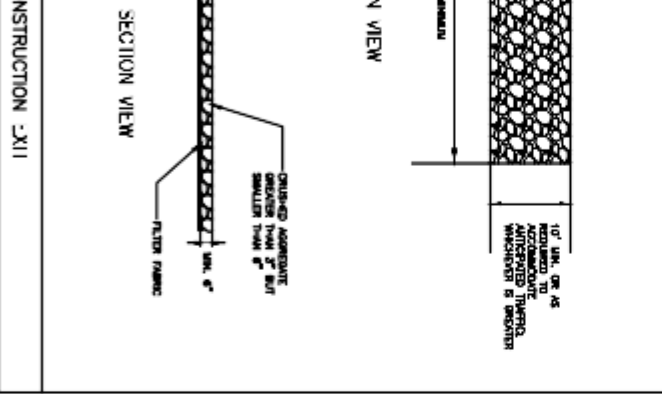


NOTES:

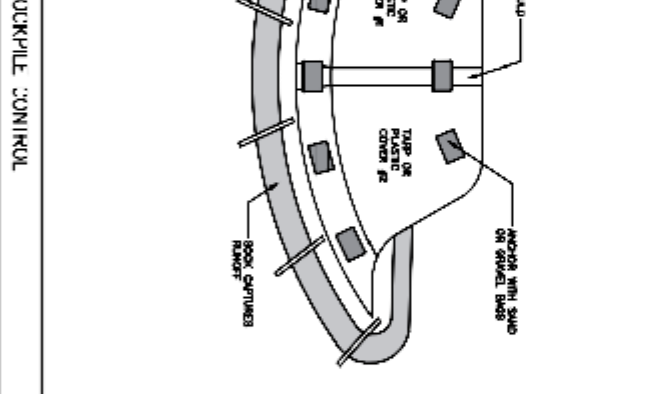
- NOTES:
1. CONCRETE CURB AND GUTTER SHALL BE INSTALLED PER STANDARD OF THE MISSOURI DEPARTMENT OF TRANSPORTATION (MO DOT) AND SHALL BE CONSTRUCTED TO THE FOLLOWING SPECIFICATIONS:
  2. CONCRETE SHALL BE 28 DAY COMPRESSIVE STRENGTH OF 4,000 PSI.
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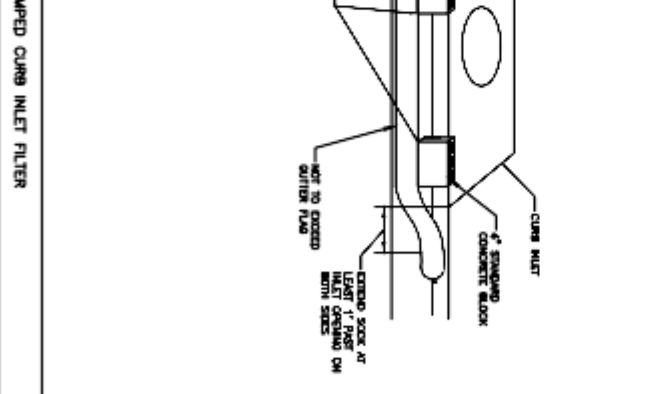
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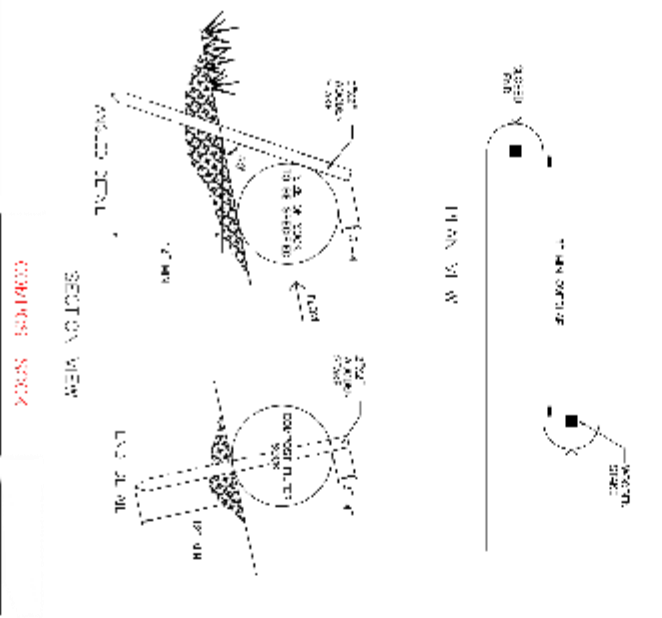
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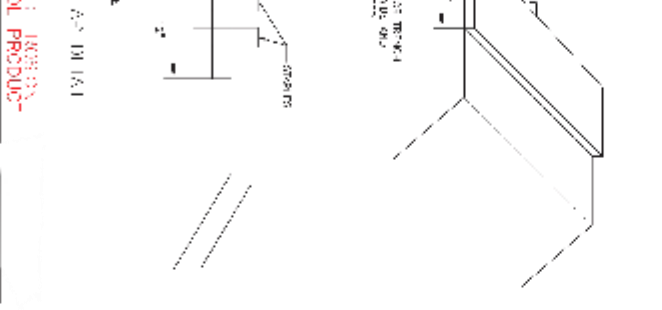
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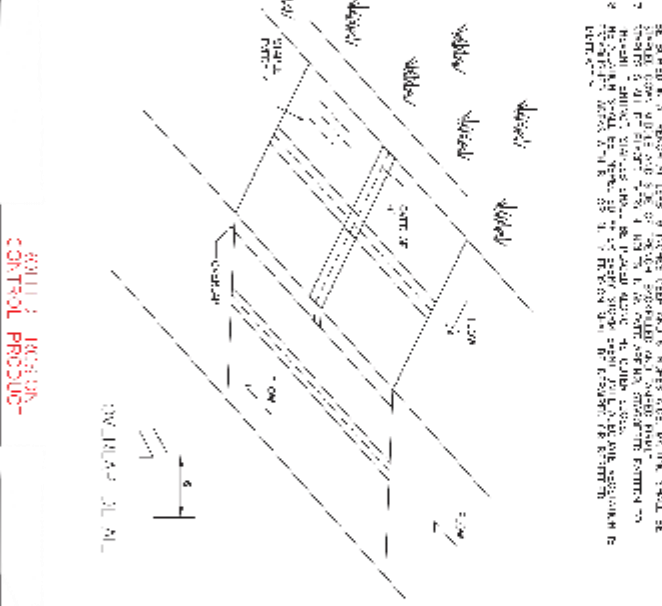
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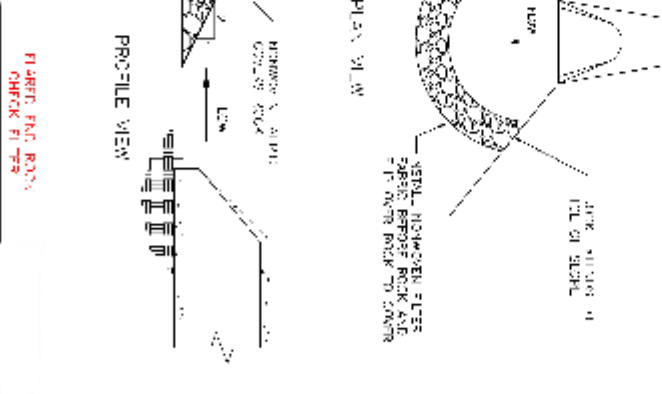
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No.	Description	Date

LEGEND

Prepared by

  
CJW Transportation Consultants, LLC

CJW Transportation Consultants, LLC


4000 E. Highway 100  
Springfield, MO 65802

417.882.6400  
Fax: 417.882.6400  
www.cjw.com

PRELIMINARY

Not For Construction

1-800-440-4400  
www.cjw.com

  
Scale: 1" = 10'

SHEET NO.

10

OF 30

EROSION CONTROL DETAILS

CJW NO. 24123

DATE	DATE
SURVEY	CJW
DESIGN	CJW
DRAWN	CJW
CHECKED	CJW
SCALE	N/A

JACKSON STREET SIDEWALK IMPROVEMENTS  
THE CITY OF WILLARD, MISSOURI  
WILLARD, MISSOURI

NOTES:

616.8.1S (TA-1S) Stationary Work Beyond the Shoulder

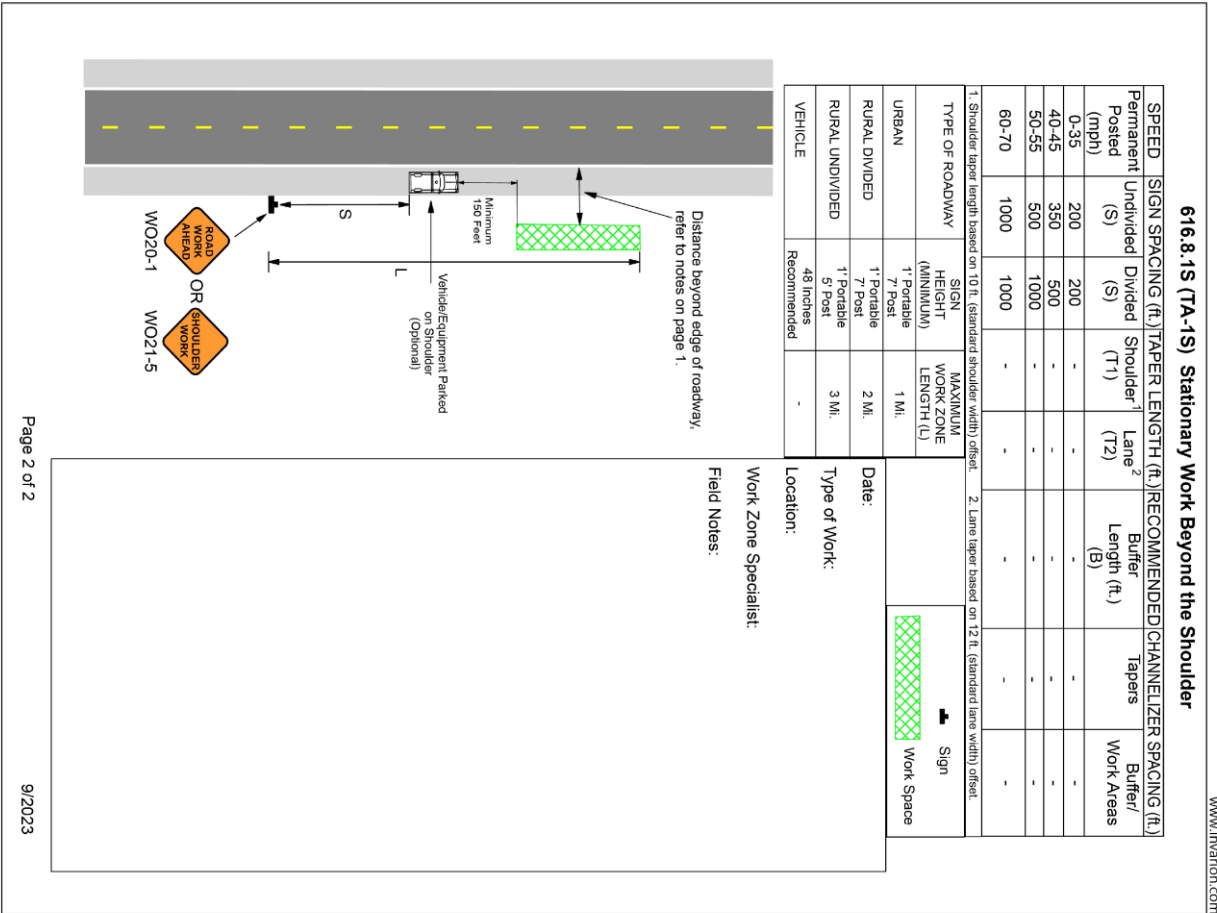
- Advance warning signs may be eliminated if at least one of the following conditions are met:
  1. Work space is 15 feet or more from the edge of any roadway.
  2. Work space is behind the curb.
  3. Work space is behind barrier or guardrail.
  4. High-intensity rotating, flashing, oscillating, or strobe lights are activated.
- When vehicles or equipment are parked on the shoulder:
  1. Activate high-intensity rotating, flashing, oscillating, or strobe lights.
  2. Position the protective vehicle/TVA a minimum of 150 feet in advance of the work space, if possible.
  3. Once you exit the work vehicle, return only when adjusting position or ready to leave the work location.

For other operations, refer to:

- Mobile:
  1. EPG 616.8.1M (TA-1M) Mobile Operation Work Beyond the Shoulder.
- Short Duration (60 minutes or less):
  1. EPG 616.8.1SD (TA-1SD) Short Duration Work Beyond the Shoulder.
- Long-Term Stationary Operations:
  2. EPG 616.6.2.2 Flags and Advance Warning Rail System.
  3. EPG 617.1 Temporary Traffic Barriers.

Page 1 of 2

9/2023



LEGEND

No.	Description	Date

Prepared by:



CJW Transportation Consultants, L.L.C.

CJW Transportation Consultants, L.L.C. Engineering MO C.A. #2006012385

5051 S. National Suite 7A Springfield, MO 65810

Tel: 417.889.3400 Fax: 417.889.3402 www.GoCJW.com

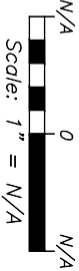
PRELIMINARY  
Not For Construction

JACKSON STREET SIDEWALK IMPROVEMENTS  
THE CITY OF WILLARD, MISSOURI  
WILLARD, MISSOURI

DATE	DATE
SURVEY BY	CJW
DESIGN	CJW
DRAWN	CJW
CHECKED	CJW
SCALE HOR.	N/A
SCALE VERT.	N/A

TRAFFIC CONTROL PLAN

SHEET NO. 11 OF xx  
CJW NO. 24123



**RESOLUTION 2018-1643****A RESOLUTION OF THE CITY OF AURORA, MISSOURI REQUESTING  
AND GRANTING AUTHORIZATION FOR RECORDS DISPOSAL**

**WHEREAS**, the City of Aurora, Missouri has determined the need to dispose of old city records that have met the minimum retention period listed in the State of Missouri Local Records Retention Manual; and

**WHEREAS**, on May 22, 2018 the City Clerk of the City of Aurora submitted requests from several different departments for authorization to dispose of the following records; **See attached sheets**

**WHEREAS**, the City Council has reviewed said request and deem the records acceptable for disposal;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AURORA**, that the records listed on attached sheets meet the minimum retention period listed in the State of Missouri Records Retention Manual are hereby approved for disposal and made a permanent part of this record.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF AURORA  
THIS 22nd DAY OF MAY 2018.**

**APPROVED:**

---

Dawn Oplinger, Mayor

**ATTEST:**

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Kathie Needham, City Clerk, MMC/MPCC





2017 I-9 Destroy List			
GS031	Date of Hire	Date of Termination	Destroy Date
Earnest, Gary	9/1/2013	10/1/2014	9/1/2016
Cowan, Matthew	9/23/2013	5/11/2014	9/23/2016
Pratt, Ericka	11/19/2013	9/30/2014	11/19/2016
Langley, Katherine	11/19/2013	10/31/2014	11/19/2016
Outhouse, Daryl	12/2/2013	3/3/2014	12/2/2016
Kozisek, Christopher	11/1/2007	1/4/2016	1/4/2017
Schultz, Joel	1/13/2014	3/27/2015	1/13/2017
Wegrzyn, Johnathan	8/11/2011	1/16/2016	1/16/2017
Clark, Tyler	1/27/2014	5/24/2014	1/27/2017
Seward, Jeffrey	3/17/2014	9/17/2014	3/17/2017
Marks, Fredy	4/24/2014	10/31/2014	4/24/2017
Kelts, Barry	4/28/2014	9/26/2014	4/28/2017
Baker, Kelyn	5/19/2014	8/11/2014	5/19/2017
Brown, Kaleigh	5/19/2014	8/11/2014	5/19/2017
Eubanks, Jayme	5/19/2014	8/11/2014	5/19/2017
Head, Christi	5/19/2014	8/11/2014	5/19/2017
McCulloch, Joshua	5/19/2014	8/11/2014	5/19/2017
Mooneyham, Elizabeth	5/19/2014	8/11/2014	5/19/2017
Mueller, Nathan	5/19/2014	8/11/2014	5/19/2017
Parker, Andrew	5/19/2014	8/11/2014	5/19/2017
Parker, Rachel	5/19/2014	8/11/2014	5/19/2017
St. Pierre, John	5/19/2014	8/11/2014	5/19/2017
Thornburg, Sam	5/24/2013	8/12/2013	rehired
	5/19/2014	8/11/2014	5/19/2017
Willard, Garrett	5/19/2014	8/11/2014	5/19/2017
Waggoner, Lakin	5/19/2014	8/11/2014	5/19/2017
White, Rylee	5/25/2014	8/11/2014	5/25/2017
Siegrist, Aaron	5/26/2014	9/8/2014	5/26/2017
White, Rylee	6/5/2014	8/7/2015	6/5/2017
Armstrong, Victoria	6/16/2014	9/4/2014	6/16/2017
Reed, Clint	3/17/2015	8/14/2015	3/17/2018
Alley, Josh	3/18/2015	6/15/2015	3/18/2018
Young, David	5/27/2015	10/3/2015	5/27/2015
Buehler, Justin	7/9/2015	8/15/2015	7/9/2018
Pippin, Zachary	7/9/2015	8/12/2015	7/9/2018
Rhodes, James	7/27/2015	8/4/2015	7/27/2018
Gray, Michael	9/4/2014	10/6/2015	9/4/2017
Ortega, Oscar	11/8/2014	9/3/2015	11/8/2017
Kubik, Lacey	12/15/2014	8/27/2015	12/15/2017
Ashworth, Chasity	12/29/2014	6/26/2015	12/29/2017
Livingston, Matthew	1/12/2015	12/28/2015	1/12/2018
Kelts, Barry	3/17/2015	9/11/2015	3/17/2018
Gibson, David	3/30/2015	7/24/2015	3/30/2018

## Water Board Selections

Justin Shaffer – IN TOWN  
Angie Wilson – IN TOWN  
Kem Reed – OUT-OF-TOWN  
Scott Long – IN TOWN  
Kelly Davis – OUT-OF-TOWN