



## CITY OF WILLARD

### BOARD OF ALDERMAN REGULAR MEETING

January 27, 2025 at 6:00 PM

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

### AGENDA

---

Update Posted on January 24, 2025 @ 5:00 p.m.

The tentative agenda of this meeting includes:

#### PLEDGE OF ALLEGIANCE

#### CALL THE MEETING TO ORDER

#### 1. ROLL CALL

#### 2. AGENDA AMENDMENTS/APPROVAL OF AGENDA

#### 3. 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 January 13, 2025
2. January Financial Summaries
3. January Financial Statements
4. December/January Outstanding Invoices, Checks and Draft Paid Invoices
5. January Check Register
6. December 2024 Utility Adjustments Report

#### 4. CURRENT OUTSTANDING INVOICES, DRAFT AND CHECK PAID INVOICES

#### 5. OATH OF OFFICE NEW CITY CLERK - REBECCA HANSEN

#### 6. RECESS THE OPEN SESSION AND OPEN THE CLOSED SESSION PURSUANT TO RSMO SECTION 610.021 #(1) LEGAL

#### 7. CALL THE MEETING TO ORDER

#### 8. ROLL CALL

#### 9. CLOSE THE CLOSED SESSION AND RECONVENE THE OPEN SESSION

#### 10. CITIZEN INPUT

#### 11. RESOLUTIONS

7. A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO A WORK AGREEMENT WITH ALGEIER, MARTIN AND ASSOCIATES, INC. TO CONSTRUCT A DRAINAGE CHANNEL ON

MISSOURI DEPARTMENT OF TRANSPORTATION (MODOT) RIGHT OF WAY BETWEEN  
US HIGHWAY 160 AND PROCTOR ROAD

- [8.](#) A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO A WORK AGREEMENT WITH CJW TRANSPORTATION CONSULTANTS, LLC FOR ENGINEERING SERVICES
- [9.](#) A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO A 12-MONTH SUBSCRIPTION WITH SEEMYLEGACY

## **12. ORDINANCES**

- [10.](#) AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, TO AMEND THE CONVENIENCE FEE FOR ALTERNATIVE PAYMENT
- [11.](#) AN ORDINANCE REVISING AND REPLACING SECTION 400.1500 OF THE CITY CODE - EXCAVATION
- [12.](#) AN ORDINANCE ESTABLISHING A PERFORMANCE EVALUATION AND MERIT RAISE POLICY FOR FULL TIME EMPLOYEES OF THE CITY OF WILLARD
- [13.](#) AN ORDINANCE OF THE CITY OF WILLARD, MISSOURI, ESTABLISHING A UNIFORM POLICY FOR PUBLIC WORKS STAFF OF THE CITY OF WILLARD

## **13. PROJECT MANAGER STATUS REPORT UPDATE**

- [14.](#) SANITARY SEWER PROJECT STATUS UPDATE

## **14. CITY ADMINISTRATOR REMARKS**

## **15. NEW BUSINESS**

## **16. UNFINISHED BUSINESS**

## **17. RECESS THE OPEN SESSION AND OPEN THE CLOSED SESSION PURSUANT TO RSMO SECTION 610.021 #(1) LEGAL AND PURSUANT TO RSMO SECTION 610.021 #(2) REAL ESTATE**

## **18. CALL THE MEETING TO ORDER**

## **19. ROLL CALL**

## **20. CLOSE THE CLOSED SESSION AND RECONVENE THE OPEN SESSION**

## **21. 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.

Janice Gargus, City Clerk



## CITY OF WILLARD

### BOARD OF ALDERMAN REGULAR MEETING

January 13, 2025 at 6:00 PM

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

### AGENDA

**Update Posted on January 9, 2025, at 5:00 P.M.**

**Staff Present:** City Administrator Wesley Young, City Attorney Nate Dally, City Clerk Janice Gargus, CFO Carolyn Halverson, Planning and Zoning Commission Director Mike Ruesch, Public Works Director Trevor Hoffman, Assistant Public Works Director Shane Fox, Police Officer JD Landon

**Citizens Present:** Marilyn Ulrey, Angie Wilson, Jenny Williams, Greg Cook, Dave O'Connor, Terry Kathcart, (Unreadable), Kathleen Powell, Donna "Unreadable", Larry Whitman, Charles Edgar, Ray Burkhart, Patty Burkhart, Laura Triggs, Derek Triggs, Jacob Triggs

**The tentative agenda of this meeting includes:**

#### **6:00 P.M. WORK STUDY SESSION FOR MAYOR AND ALDERMEN**

City Administrator Wesley Young explained that the work study session is important for the community, collaboration, clarity and stability. He reminded the BOA that there are two options to vote on: one being the 10% rate difference between in town and out of town customers and the other being a flat rate for in and out of town customers. He said that both options are anticipated to produce the revenue needed for maintaining the infrastructure. He stated that the goal of the work study session is to engage in a discussion with the BOA and lead to the Public Hearing and approve a rate increase for both water and sewer in the 7:00 p.m. meeting. The floor was opened to discuss and ask Wes questions about the capital improvement plan. Infrastructure improvements for 2025 are estimated at \$300,000 - \$400,000 for sewer system improvements and must be supported by rates and revenues. We must raise enough to run the system and maintain the business. Things do change but we know what fees are coming up. Carl Brown has taken all these anticipated improvements and put them into the analysis. We must generate the revenue by the time we need it. Mayor Smith commented saying this is the third to fourth meeting so he's not sure how much more material we need to hear. Wes said that once the Water Advisory Board is put in place, they will be responsible for bringing messages into the BOA and messages out to the citizens and speak to the community about the needs. Alderman Lancaster said she has had a couple of people reach out to her about their concern for the increase and wanted clarification as to why there was a reduction in 2012, and it's taken this long to increase the rates. Mr. Bodenhamer said around 2010-2011, Springfield raised their rates proportionately for the cost of raising the complete system and that could have been the reason we reduced our rates. Mayor Smith said he applauds all who are sitting here because it

probably wasn't dealt with in the past because it wasn't easy to deal with. He said leadership is making good decisions and he's glad everyone is here. Discussion concluded and Mayor Smith adjourned the work study session at 6:12 p.m.

### **6:30 P.M. PUBLIC HEARING PROPOSED NEW WATER AND SEWER RATES**

Mayor Smith called the Public Hearing to order at 6:30 p.m. and invited citizens to stand up and speak and keep their comments to three minutes.

Dave O'Connor asked if an overview could be given to those at tonight's public hearing that haven't attended in the past.

Wes explained there was a decision by the BOA in April 2024 for a rate analysis. The results of the analysis were unpopular to the BOA and citizens so we're taking another look. He said the situation and the need hasn't changed so the public hearing is to let you know the rates that are now being considered which includes an across-the-board option and the other is a 10% higher rate increase for outside the city.

Dave O'Connor reiterated the difference of the two options.

A woman who did not identify herself asked if watering the garden is taken into consideration. Mike Ruesch stated that it's not calculated in the summer so excessive use of water for gardening, etc. does not impact it.

Larry Whitman reiterated the 10% option.

Jenny Williams said a large amount of water from the Meadows is being pumped into the city so she doesn't understand why the out-of-town customers shouldn't have higher rates. Mayor Smith explained it's one system used by all customers that needs to be addressed.

Kelly Davis said he lives outside the city and asked when you do maintenance, are you going to apply for some grants? He said he would like to see more fire hydrants on his street and grants could help make some adjustments. Mayor Smith replied and said yes grant money will be an option and Wes has a list of capital improvements that need to be addressed, and we are motivated to find money to bring back here.

Monica Slatten lives in the Meadows and asked about the sewer because she said we have a lagoon that is being taken out and since we live closer to Springfield, she is wondering why they would need to pay more.

A person who identified themselves as a "New Resident" asked that with the new subdivisions going in, are we charging them a new charge? Mike said yes, explaining they get charged for capacity and hook up. This citizen is concerned about his charges and Mike suggested he call to get a history of the residence usage.

Discussion concluded and Mayor Smith adjourned the public hearing at 6:42 p.m.

## **7:00 P.M. BOARD OF ALDERMEN REGULAR MEETING**

### **PLEDGE OF ALLEGIANCE**

Mayor Smith led the Pledge of Allegiance.

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

Mayor Smith called the meeting to order at 7:00 p.m. and asked the City Clerk to conduct the roll call.

### **(1.) ROLL CALL**

The City Clerk conducted the roll call.

**PRESENT:** Mayor Troy Smith, Alderman Casey Biellier, Alderman Jeremy Hill, Alderman David Keene, Alderman Joyce Lancaster, Alderman Scott Swatosh, Alderman Carol Wilson

### **(2.) AGENDA AMENDMENTS/APPROVAL OF AGENDA**

Wes explained some amendments needed to the agenda including 7, 8, and 10 on the consent agenda are prematurely included as they are not due yet and the December and January invoices are something Carolyn is working on so they won't be in the packet and there are some department head reports that weren't available so they won't be in there but Janice has put those on the desks and the Civic Review item wasn't included in the packet but Janice has put those on the desks. Mayor Smith asked for a motion. Motion was made by Alderman Biellier and seconded by Alderman Lancaster to approve the agenda with the necessary adjustments. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

### **(3.) 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. **Minutes from the Regular Meeting December 9, 2024**
2. **December Financial Summaries**
3. **December Financial Statements**
4. **November/December Outstanding Invoices, Checks and Draft Paid Invoices**
5. **November Check Register**
6. **November 2024 Utility Adjustments Report**
7. **January Financial Summaries**

8. **January Financial Statements**
9. **December/January Outstanding Invoices, Checks and Draft Paid Invoices**
10. **December Check Register**
11. **Department Head Reports**
12. **Board Attendance 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 with the earlier noted changes mentioned with the agenda. Motion carried with a 6-0 vote. Voting Aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

#### **(4.) CURRENT OUTSTANDING INVOICES, DRAFT AND CHECK PAID INVOICES**

Wes explained that there were only a few late invoices that came in and were added by finance. Mayor Smith asked for a motion to approve the current outstanding invoices, draft and check paid invoices. Motion was made by Alderman Biellier and seconded by Alderman Lancaster to approve the Current Outstanding Invoices, Draft and Check Paid Invoices. Motion carried with a 6-0 vote. Voting Aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

#### **(5.) CITIZEN INPUT**

None

#### **(6.) RESOLUTIONS**

13. **A Resolution Authorizing the Mayor to Sign Work Authorization Number AMA-OC-WILL-24-002 to Agreement for Professional Services**

Wes explained that this is a resolution for infrastructure work as needed. Mr. Bodenhamer added that if a need arises no work will be performed without being brought to the BOA for approval. Mayor Smith asked for a motion. Motion was made by Alderman Hill and seconded by Alderman Lancaster to approve A Resolution Authorizing the Mayor to Sign Work Authorization Number AMA-OC-WILL-24-002 to Agreement for Professional Services. Motion carried with a 6-0 vote. Voting Aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

14. **The Board of the City of Willard, Missouri, Duly Adopt a Resolution to Enter into a First Amendment to Site Lease with Option ("First Amendment") on the Property Described in "Exhibit A " with SBA MONARCH TOWERS III, LLC, a Delaware Limited Liability Company**

Wes briefly explained this resolution is the extension of a previous lease and they have agreed to lease it for thirty years. Mayor Smith asked for a motion. Motion was made by Alderman Lancaster and seconded by Alderman Biellier to Duly Adopt a Resolution to Enter into a First Amendment to Site Lease with Option ("First Amendment") on the Property Described in "Exhibit A " with SBA MONARCH TOWERS III, LLC, a Delaware Limited Liability Company. Motion carried with a 6-0 vote. Voting Aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

**15. A Resolution of the Board of Aldermen of the City of Willard, Missouri, to Enter into a 5 Year Agreement with Motorola Solutions Inc to Provide New Dashcams, Body Cameras and Additional Related Services and Equipment at a Total Cost of \$88,700 Over the Agreement Period**

Wes explained that this was an expense budgeted for 2025 and that Chief McClain was able to secure a slight discount. He said this will allow officers to get better information on their dashcams and bodycams. He explained more details and some clarifications were asked for and answers explained. Mayor Smith asked for a motion. Motion was made by Alderman Hill and seconded by Alderman Lancaster to Enter into a 5 Year Agreement with Motorola Solutions Inc to Provide New Dashcams, Body Cameras and Additional Related Services and Equipment at a Total Cost of \$88,700 Over the Agreement Period. Motion carried with a 6-0 vote. Voting Aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

**16. A Resolution Authorizing the Mayor to Enter into a Software Subscription Agreement with Civic Review**

Wes said Mike looked into this to replace iWorqs and gave an explanation to how it works. He iterated that there's a business license module and will save Janice a lot of time. He also said Public Works can use it. Mike said it has added transparency for the citizens, and they can log in and see where their permits and licenses are in the process. Wes said that can also access the score cards. Mike said we will be saving \$4,000 per year. Wes said the customer service will be immediate to which Mike said the customer service will be instantaneous and that there will be up to an 80% saving of time for the city clerk. Motion was made by Alderman Lancaster and seconded by Alderman Biellier to adopt A Resolution Authorizing the Mayor to Enter into a Software Subscription Agreement with Civic Review. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

**17. A Resolution Authorizing the Mayor to Enter into a Software Service Agreement with Breakground**

Mike explained that Breakground is an AI program that is going to greatly increase efficiency. All the city codes, all the zoning codes and all the building codes will be put in and we can pull up the code by basically typing in one word. It will cost \$4,000; down from \$8,000 with the discount Wes was able to get. Motion was made by Alderman Biellier and seconded by Alderman Hill to approve A Resolution Authorizing the Mayor to Enter into a Software Service Agreement with Breakground. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

**(7.) ORDINANCES**

**18. An Ordinance Extending the Agreement with SW Missouri Engineers, LLC, dba Cochran for Engineering Services**

Second read. Wes said we're allowed two extensions to this agreement, and this is the first extension. Motion was made by Alderman Keene and seconded by Alderman Biellier to accept An Ordinance Extending the Agreement with SW Missouri Engineers, LLC, dba Cochran for Engineering Services. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

**19. An Ordinance of the City of Willard, Missouri, Establishing a Policy to Prevent Conflicts of Interest in Property-Related Matters for Members of the Board of Aldermen and the Planning and Zoning Commission and All Other Commissions**

Second read. Wes stated the BOA requested this and Mayor Smith stated that it had been decided before to include all other commissions. Motion was made by Alderman Biellier and seconded by Alderman Keene to accept An Ordinance of the City of Willard, Missouri, Establishing a Policy to Prevent Conflicts of Interest in Property-Related Matters for Members of the Board of Aldermen and the Planning and Zoning Commission and All Other Commissions. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

**20. An Ordinance by the Board of Aldermen of the City of Willard, Missouri, to Amend the Convenience Fee for Alternative Payment**

First read. Wes explained that the convenience fees we are being charged are higher than what we're There are other options to consider, including the consumer paying by cash or check. Carolyn said it was considerably more, but she was able to negotiate and get it down a little more. Mayor Smith asked if we could shop for other providers, but Carolyn said our software won't support any other providers. Software companies don't come cheap and set up fees are expensive as well.

**21. An Ordinance of the City of Willard, Missouri, Amending Title VII Utilities, Chapter 705, Water Rates, Article II Water Rates**

First read. Motion was made by Alderman Lancaster and seconded by Alderman Keene to adopt the 10% option. Alderman Biellier – no, Alderman Hill – no, Alderman Keene – yes, Alderman Lancaster – yes, Alderman Swatosh – no, Alderman Wilson – no

Second read. As there was no debate after the second read, Motion was made by Alderman Biellier and seconded by Alderman Hill to adopt An Ordinance of the City of Willard, Missouri, Amending Title VII Utilities, Chapter 705, Water Rates, Article II Water Rates at a Flat Rate Increase Across the Board for Customers Inside and Outside the City Limits.

**22. An Ordinance of the City of Willard, Missouri, Amending Title VII Utilities, Chapter 710, Sewer Use and Sewer Rates, Article VII Wastewater Charges and Rates**

First read. Motion was made by Alderman Biellier and seconded by Alderman Hill to adopt the flat rate option. Alderman Biellier – yes, Alderman Hill – yes, Alderman Keene – no, Alderman Lancaster – no, Alderman Swatosh – yes, Alderman Wilson – yes

Second read. As there was no debate after the second read, Motion was made by Alderman Biellier and seconded by Alderman Hill to adopt An Ordinance of the City of Willard, Missouri, Amending Title



VII Utilities, Chapter 710, Sewer Use and Sewer Rates, Article VII Wastewater Charges and Rates at a Flat Rate Increase Across the Board for Customers Inside and Outside the City Limits.

**(8.) PROJECT MANAGER REPORT UPDATE**

**23. Sanitary Sewer Status Update**

Mr. Bodenhamer read the remarks from his handout and explained it in detail.

**(9.) CITY ADMINISTRATOR REMARKS**

Wes let everyone know there was an email hack of the clerk’s email account earlier today and approximately 200 emails were sent out containing a zoom link. Some of them were stopped and some of them were not. If anyone watching received one, Wes encouraged them to not interact with it and he said “IT” Jeremy is investigating it. He also mentioned that Carolyn is working on training for email security. Wes read a letter received by the city that is a certificate of excellence. Wes has begun work on a performance evaluation policy. We are still taking applications for the Water Advisory Board through January 31, 2025. The website is holding up well and the app has been being used for about three weeks and it’s doing well. Shout out to Public Works for their work as the snow began moving in. I’m looking for Public Works to develop a better I&I plan. Trevor and JR are working on that. Mayor Smith also echoed Wes’s sentiment to Trevor and Shane for doing a great job with keeping the streets cleared during the snowstorm.

**(10.) NEW BUSINESS**

None

**(11.) UNFINISHED BUSINESS**

None

**(12.) RECESS THE OPEN SESSION AND OPEN THE CLOSED SESSION PURSUANT TO RSMO SECTION 610.021 #(3) PERSONNEL**

Mayor Smith asked for a motion to recess the open session and open the closed session. Motion was made by Alderman Biellier and seconded by Alderman Keene to Recess the Open Session and Open the Closed Session Pursuant to RSMO Section 610.021 #(3) Personnel. Motion carried with a 6-0 vote. Voting Aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

**(13.) CALL THE MEETING TO ORDER**

Mayor Smith called the meeting to order and asked the City Clerk to conduct the roll call.

**(14.) ROLL CALL**

The City Clerk Conducted the roll call.

**Present:** Mayor Smith, Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

**Staff Present:** Wes Young, Nate Dally, Janice Gargus, Carolyn Halverson, Mike Ruesch

**(15.) CLOSE THE CLOSED SESSION AND RECONVENE THE OPEN SESSION**

Mayor Smith asked for a motion to close the closed session and reconvene the open session. Motion was made by and Alderman Lancaster and seconded by Alderman Biellier to Close the Closed Session and Reconvene the Open Session. Motion carried with a 6-0 vote. Voting Aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

**(16.) ADJOURN MEETING**

Mayor Smith asked for a motion to adjourn the meeting. Motion was made by Alderman Keene and seconded by Alderman Biellier to adjourn the meeting. Motion carried with a 6-0 vote. Voting Aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

---

Janice Gargus, City Clerk

**CITY OF WILLARD  
BOARD OF ALDERMEN**



Item # 2.

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

**Financial Reports**

- b. December 2024 Financial Summaries**
- c. December 2024 Financial Statements**
- d. December 2024/January 2025 Outstanding Invoices, Checks, and Draft-paid Invoices**
- e. December 2024 Check Register**
- f. December 2024 Utility Adjustments Report**

**CITY OF WILLARD  
BOARD OF ALDERMEN**



Item # 2.

**AGENDA ITEM #3b  
FINANCE DEPARTMENT**

**ACTION REQUIRED: INFORMATION ONLY**

- **December 2024 Financial Summary Report**

**FINANCIAL SUMMARY**

**Year to Date 2024**

General Fund	2024 Projected Revenues	Received As of December 2024	% Rec'd	2024 Budgeted Expenses	Expended As of December 2024	% Used	Cumulative Gains or (Losses) Per Fund
General City Administration	\$2,366,941.00	\$2,234,936.30	94%	\$896,184.00	\$695,385.28	78%	\$1,539,553.02
Law and Public Safety	\$204,100.00	\$149,189.58	73%	\$1,184,294.00	\$1,031,706.71	89%	(\$882,517.13)
Court	\$85,600.00	\$74,986.66	88%	\$129,363.00	\$124,610.22	96%	(\$49,623.56)
Streets	\$727,419.00	\$742,559.82	102%	\$932,211.00	\$813,688.26	87%	(\$71,128.44)
Planning and Development	\$57,000.00	\$34,895.56	61%	\$278,199.00	\$236,116.16	85%	(\$201,220.60)
Economic Development	\$0.00	\$0.00	0%	\$28,668.00	\$12,661.35	44%	(\$12,661.35)
Emergency Management	\$8,458.00	\$0.00	0%	\$20,600.00	\$14,685.95	71%	(\$14,685.95)
<b>Sub-Total</b>	<b>\$3,449,518.00</b>	<b>\$3,236,569.92</b>	<b>94%</b>	<b>\$3,449,519.00</b>	<b>\$2,928,853.93</b>	<b>85%</b>	<b>\$307,715.99</b>
<b>Water Fund</b>	<b>\$2,454,597.00</b>	<b>\$1,366,538.98</b>	<b>56%</b>	<b>\$2,454,084.00</b>	<b>\$1,477,056.43</b>	<b>60%</b>	<b>(\$110,517.45)</b>
<b>Sewer Fund</b>	<b>\$3,129,800.00</b>	<b>\$2,252,514.96</b>	<b>72%</b>	<b>\$3,031,500.63</b>	<b>\$2,354,503.59</b>	<b>78%</b>	<b>(\$101,988.63)</b>
<b>Sub-Total</b>	<b>\$5,584,397.00</b>	<b>\$3,619,053.94</b>	<b>65%</b>	<b>\$5,485,584.63</b>	<b>\$3,831,560.02</b>	<b>70%</b>	<b>(\$212,506.08)</b>
<b>Park Fund</b>	<b>\$2,397,942.50</b>	<b>\$2,270,310.10</b>	<b>95%</b>	<b>\$2,397,850.00</b>	<b>\$2,304,553.55</b>	<b>96%</b>	<b>(\$34,243.45)</b>
<b>Sub-Total</b>	<b>\$2,397,942.50</b>	<b>\$2,270,310.10</b>	<b>95%</b>	<b>\$2,397,850.00</b>	<b>\$2,304,553.55</b>	<b>96%</b>	<b>(\$34,243.45)</b>
<b>Totals:</b>	<b>\$11,431,857.50</b>	<b>\$9,125,933.96</b>	<b>80%</b>	<b>\$11,332,953.63</b>	<b>\$9,064,967.50</b>	<b>80%</b>	<b>\$60,966.46</b>

Funds	Total Funds Available January 1, 2024	Annual 30 Recommended	Amount Above/Below Recommended 30 Percent	Cash Expense Average Per Month	Percent	Total Funds Available As of December 2024
<b>General Fund</b>	\$4,472,183.80	\$1,034,855.70	\$3,688,590.38	\$287,459.92	137%	\$4,723,446.08
<b>Water &amp; Sewer Fund</b>	\$3,223,696.63	\$1,645,675.39	\$1,831,157.94	\$457,132.05	63%	\$3,476,833.33
<b>Park Fund</b>	\$99,207.07	\$719,355.00	(\$655,465.63)	\$199,820.83	3%	\$63,889.37
<b>Totals</b>	<b>\$7,795,087.50</b>	<b>\$3,399,886.09</b>	<b>\$4,864,282.69</b>	<b>\$944,412.80</b>		<b>\$8,264,168.78</b>

Assigned Funds	Water/Sewer	Parks	All Assigned Funds Total
General			
Judicial Education Fund	\$5,720.93	Parks Projects-Donations	\$1,927.18
Judicial Facility Fund	\$16,226.14	Youth Scholarships	\$2,402.53
Police Forfeiture Asset Funds	\$1.40	Customer Deposits	\$2,266.25
Police Equitable Sharing Fund	\$11,647.70	Customer In-House Credit	\$2,797.50
Police Law Training Reserve	\$525.55	Grant Funds Assigned	\$0.00
Street Projects	\$50,000.00		\$0.00
Developers Escrow	\$2,000.00		\$0.00
Grant Funds Assigned	\$0.00		\$0.00
<b>Total Assigned Funds</b>	<b>\$86,121.72</b>	<b>Total Assigned Funds</b>	<b>\$9,393.46</b>
<b>COP Total Debt:</b>			<b>\$1,608,863.82</b>

**Transferred and Reserve Funds Used Year to Date**

2014 W/S	\$745,000.00	General to Parks	\$276,500.00
2015 Parks	\$2,195,000.00	General from Reserves	\$0.00
2018 Sewer	\$3,103,250.30	W/S from Reserves	\$212,506.08
<b>Total Debt</b>	<b>\$6,043,250.30</b>	<b>Parks from Reserves</b>	<b>\$34,243.45</b>
		<b>Total Funds Transferred and Reserves Used</b>	<b>\$523,249.53</b>

## 2024 Annual Summary

### Revenue and Expense Summary

- ❖ The General Fund received 94% of the projected revenue. It used 85% of the expenses budgeted for the year. At the end of 2024, the total funds available were \$4,723,46.08. This is a \$251,263 increase above 2023. The General Fund transferred \$276,500 in funds to the Park Fund in 2024. The reserve for the General Fund is 137%. Each fund should have a 30% reserve. The Parks Fund is below the 30% recommended reserve, so the General Fund at this point in time sustains the additional 27% for the Parks shortfall. The General Fund had a gain of \$307,715.99 in 2024. The General Fund has \$3,033,124 reserves available for capital improvements after the Park's reserves are considered.
- ❖ The Water and Sewer Fund received 75% of the projected revenue when excluding any transfers. The budget was projected with a rate increase early in the year. Since the projected rate increase did not happen in 2024, the revenue did not meet the projected income. Water and Sewer used 70% of the expense budgeted for the year. The Water and Sewer Department maintains a 63% reserve, but of the reserve 50% is reserved for sewer projects that are currently in progress. The Water and Sewer Fund had a loss of \$212,506.08. The additional funds used were for capital improvements which were from the Water and Sewer reserves. At the end of the year, the total funds available were \$3,476,833.
- ❖ The Park Fund received 95% of the projected revenue. The projected revenue includes \$275,500 in funds transferred from the General Fund. It used 96% of the expenses budgeted for 2024. The reserve for the Parks Fund was 3%. This is 27% short of the recommended reserve amount. The Park Fund had \$63,889 available at the end of the year.

### Long Term Debt

Long Term Debt and COP Debt balance as of January 27, 2025:

- Water/Sewer 2014 COP Current Balance: \$745,000.00.  
The Water/Sewer COP installment of \$192,106.25 is due February 1, 2025. This payment includes principal of \$180,000.00 and interest for \$12,106.25. The ending payment date is February 1, 2028. The current rate is 3.25%.
- Parks/Aquatic Center 2015 COP Current Balance: \$2,195,000.00.  
The next Parks Department COP payment of \$280,678.13 is due June 1, 2025. This payment is principal for \$245,000.00 and interest of \$35,678.13. The ending payment date is June 1, 2032. The current rate is 3.00%.
- Water/Sewer COP 2018 Current Balance: \$3,103,250.30.

The next payment installment of \$172,550.00 is due April 15, 2025. This includes principal of \$120,000.00 and interest of \$52,550.00. The ending payment date is April 15, 2043. The current rate is 3.00%.

## Capital Improvements and Equipment

Capital project funds and capital equipment funds are financed by (1) designated funds, (2) contingency, or (3) undesignated funds. Revenue received is always one of the three classifications. Designated fund means money is earmarked for a specific purpose. Examples include road and bridge tax for streets or capital improvement tax for capital equipment or projects. These funds are not available for appropriation for any other expense and may be legally restricted by outside parties to be used only for specific purposes. These funds cannot be used for general expenses. Contingency funds are monies that are reserved or set aside for an unanticipated expense. Undesignated funds are monies available for distribution throughout the year for general expenses and available for capital improvements but are not restricted. The need to plan is essential, and the staff is planning ahead to determine the public improvement and equipment requirements for each year. By planning funds can be designated for specific equipment or projects. Planning allows time for funding to complete each project or each equipment purchase. During 2024 here is some major equipment that has been purchased, and projects that have been started and/or completed.

### Office/ Software Equipment

- Camara for Boardroom - OWL-\$1,128
- Biometric Time Clock Readers - \$13,173
- Computers (9), Monitors, and Hard drive - \$7,179
- Public Works Security Camera System - \$407
- Time & Attendance Software - \$15,247
- Missions Communication Update (communicates well/lift station data) - \$23,140

### Equipment

- Carryall Turf & Club Car - \$6,600
- Bad Boy Mower -\$11,267
- Badger Box - \$16,462

### Vehicles

- 2023 Dodge Charge (Law) \$35,600

### Building Upgrades

- Rec Building HVAC for small gym- \$33,183
- Rec Building Flooring - \$11,200

## Other Upgrades

### Parks

- Ballfield Resurfacing - \$4,320
- Jackson Street All-Inclusive Playground - \$525,388
- Pool Sandblast/Painting - \$80,885
- Miller Playground - \$13,994

### Public Works

- Lift Station D Impeller - \$15,962
- Park Estates - \$23,860
- Meadows Project – On going project- Total Cost will be given at a later date
- Southview Drainage Ditch- On going project – Total Cost will be given at a later date
- Public Works – Building – On going project – Total Cost will be given at a later date
- 94 Lift Station – On going project – Total Cost will be given at a later date



**CITY OF WILLARD  
BOARD OF ALDERMEN**



Item # 3.

**AGENDA ITEM #3c  
FINANCE DEPARTMENT**

**ACTION REQUIRED: REQUEST FOR MAYOR TO ACCEPT AS  
PRESENTED**

**December 2024 Budget Financial Statements**

- 1. Balance Sheet**
- 2. Income Statement**



Account	Name	Balance
<b>Fund: 10 - GENERAL FUND</b>		
<b>Assets</b>		
<a href="#">10-01001</a>	CLAIM ON POOLED CASH - GENERAL FUN	4,723,446.08
<a href="#">10-10000</a>	CASH IN BANK - OPERATING	0.00
<a href="#">10-10100</a>	CASH RESERVES 4593	0.00
<a href="#">10-10200</a>	CASH IN BANK - MID-MISSOURI BANK	0.00
<a href="#">10-10300</a>	CASH - FREEDOM	0.00
<a href="#">10-11100</a>	PETTY CASH-GCG	900.00
<a href="#">10-12500</a>	CASH IN BANK - JIS	0.00
<a href="#">10-13000</a>	CASH JUDICIAL EDUCATION	5,720.93
<a href="#">10-13050</a>	CASH JUDICIAL FACILITY FUND	16,226.14
<a href="#">10-13100</a>	CASH POLICE FORFEITURE ASSETS	1.40
<a href="#">10-13110</a>	CASH POLICE EQUITABLE SHARING FUND	11,647.70
<a href="#">10-13120</a>	CASH LAW TRAINING RESERVE	525.55
<a href="#">10-13150</a>	CASH MISC PROCEEDS FUND	0.00
<a href="#">10-13300</a>	CASH IMPROVEMENT PROJECTS	0.00
<a href="#">10-13400</a>	CASH STREET PROJECTS	50,000.00
<a href="#">10-15000</a>	ACCOUNTS RECEIVABLE	0.00
<a href="#">10-15100</a>	DUE FROM WATER/SEWER FUND	0.00
<a href="#">10-15200</a>	DUE FROM RECREATION FUND	0.00
<a href="#">10-15300</a>	SALES TAXES RECEIVABLE	232,096.67
<a href="#">10-15400</a>	AD-VALOREM TAXES RECEIVABLE	219,280.69
<a href="#">10-15500</a>	COURT FINES RECEIVABLE	30,786.39
<a href="#">10-15700</a>	GRANTS RECEIVABLE	0.00
<a href="#">10-16000</a>	PREPAID INSURANCE-GCG	19,809.82
<a href="#">10-17000</a>	DEFERRED INFLOWS-LEASES	-353,835.95
<a href="#">10-17001</a>	INTEREST RECEIVABLE-LEASES	1,783.39
<a href="#">10-17002</a>	LONG TERM LEASE RECEIVABLE	333,195.44
<a href="#">10-17003</a>	SHORT TERM LEASE RECEIVABLE	49,319.00
	<b>Total Assets:</b>	<b><u>5,340,903.25</u></b>
		<b><u>5,340,903.25</u></b>
<b>Liability</b>		
<a href="#">10-20000</a>	AP PENDING (DUE TO POOLED CASH) - GC	21,834.04
<a href="#">10-20010</a>	ACCOUNTS PAYABLE - GCG	7,851.68
<a href="#">10-20500</a>	ALLOWANCE FOR BAD DEBT-GCG	11,000.00
<a href="#">10-21000</a>	RETURNED CHECKS-GCG	0.00
<a href="#">10-21500</a>	WAGES PAYABLE	18,052.04
<a href="#">10-21600</a>	PAYROLL CORRECTION	0.00
<a href="#">10-22000</a>	FICA WITHHOLDING	0.00
<a href="#">10-22100</a>	FEDERAL WITHHOLDING	0.00
<a href="#">10-22200</a>	MISSOURI WITHHOLDING	263.56
<a href="#">10-23100</a>	LAGERS PAYABLE	3,104.86
<a href="#">10-23200</a>	GROUP INSURANCE PAYABLE	623.00
<a href="#">10-23300</a>	GARNISHMENTS PAYABLE	630.30
<a href="#">10-24000</a>	COURT BONDS PAYABLE	1,628.35
<a href="#">10-24050</a>	DEFERRED COURT FINES	19,786.39
<a href="#">10-24100</a>	DEVELOPERS ESCROW	2,000.00
<a href="#">10-24200</a>	OTHER ESCROW	0.00
<a href="#">10-25500</a>	DUE TO RECREATION FUND	0.00
<a href="#">10-25550</a>	DUE TO WATER/SEWER FUND	0.00
<a href="#">10-25950</a>	LEASE PURCHASE-GEN	0.00
	<b>Total Liability:</b>	<b><u>86,774.22</u></b>
<b>Equity</b>		

**Balance Sheet**

Account	Name	Balance
<u>10-30000</u>	FUND BALANCE	<u>4,946,413.04</u>
	<b>Total Beginning Equity:</b>	<b>4,946,413.04</b>
Total Revenue		3,236,569.92
Total Expense		<u>2,928,853.93</u>
<b>Revenues Over/Under Expenses</b>		<b>307,715.99</b>
	<b>Total Equity and Current Surplus (Deficit):</b>	<b>5,254,129.03</b>
	<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b><u>5,340,903.25</u></b>

**Balance Sheet**

Account	Name	Balance	
<b>Fund: 20 - WATER AND SEWER FUND</b>			
<b>Assets</b>			
<a href="#">20-01001</a>	CLAIM ON POOLED CASH - WATER AND SI	3,476,833.33	
<a href="#">20-10000</a>	CASH IN BANK 4594	0.00	
<a href="#">20-10100</a>	CASH RESERVES 4595	0.00	
<a href="#">20-10200</a>	CASH RESERVES 4599	0.00	
<a href="#">20-11100</a>	PETTY CASH-WS	0.00	
<a href="#">20-15000</a>	ACCOUNTS RECEIVABLE-WS	242,764.76	
<a href="#">20-15050</a>	ACCOUNTS RECEIVABLE-COLLECTIONS	15,571.98	
<a href="#">20-15100</a>	DUE FROM GENERAL FUND	0.00	
<a href="#">20-15200</a>	DUE FROM RECREATION FUND	0.00	
<a href="#">20-16000</a>	PREPAID INSURANCE-WS	642.24	
<a href="#">20-17000</a>	DEFERRED INFLOWS-LEASES	0.00	
<a href="#">20-17001</a>	INTEREST RECEIVABLE-LEASES	0.00	
<a href="#">20-17002</a>	LONG TERM LEASE RECEIVABLE	0.00	
<a href="#">20-17003</a>	SHORT TERM LEASE RECEIVABLE	0.00	
<a href="#">20-18000</a>	LAND	273,272.75	
<a href="#">20-18050</a>	CONSTRUCTION IN PROGRESS	435,183.34	
<a href="#">20-18100</a>	EQUIPMENT	1,054,558.02	
<a href="#">20-18200</a>	WATER SYSTEM	4,576,733.19	
<a href="#">20-18300</a>	SEWER SYSTEM	9,165,307.07	
<a href="#">20-18400</a>	BUILDINGS-WSF	17,140.01	
<a href="#">20-18500</a>	ACCUMULATED DEPRECIATION-WS	-6,474,139.51	
<a href="#">20-19000</a>	COST OF ISSUANCE 2014	0.00	
<a href="#">20-19100</a>	2014 CERTIFICATE FUND	0.00	
<a href="#">20-19110</a>	2018 CERTIFICATE FUND	57.89	
<a href="#">20-19120</a>	2018 COP CONSTRUCTION FUND	0.00	
<a href="#">20-19200</a>	NET PENSION ASSET	134,963.00	
<a href="#">20-19300</a>	DEFERRED PENSION OUTFLOWS	68,966.00	
	<b>Total Assets:</b>	<b>12,987,854.07</b>	<b><u>12,987,854.07</u></b>
<b>Liability</b>			
<a href="#">20-20000</a>	AP PENDING (DUE TO POOLED CASH) - W:	5,077.23	
<a href="#">20-20010</a>	ACCOUNTS PAYABLE - WS	129,975.70	
<a href="#">20-20100</a>	RETURNED CHECKSW	132.61	
<a href="#">20-20500</a>	ALLOWANCE FOR BAD DEBT-WS	0.00	
<a href="#">20-21500</a>	WAGES PAYABLE	13,260.14	
<a href="#">20-21600</a>	COMPENSATED ABSENCES	10,399.97	
<a href="#">20-22000</a>	FICA WITHHOLDING	0.00	
<a href="#">20-22100</a>	FEDERAL WITHHOLDING	0.00	
<a href="#">20-22200</a>	MISSOURI WITHHOLDING	2,085.57	
<a href="#">20-23100</a>	LAGERS PAYABLE	8,155.89	
<a href="#">20-23200</a>	GROUP INSURANCE PAYABLE	1,201.33	
<a href="#">20-23300</a>	GARNISHMENTS PAYABLE	0.00	
<a href="#">20-24200</a>	Other Escrow	1,241,644.03	
<a href="#">20-25000</a>	DUE TO GENERAL FUND	0.00	
<a href="#">20-25500</a>	DUE TO RECREATION FUND	0.00	
<a href="#">20-25600</a>	SALES TAX PAYABLE	-1,791.23	
<a href="#">20-25700</a>	MO PRIMACY TAX	1,021.64	
<a href="#">20-25750</a>	WATER POLLUTION SERVICE CONNECTIO	3,102.42	
<a href="#">20-25800</a>	CUSTOMER DEPOSITS-WS	271,734.61	
<a href="#">20-25950</a>	LEASE PURCHASE-W/S	85,800.60	
<a href="#">20-26000</a>	INTEREST PAYABLE	33,701.03	
<a href="#">20-26500</a>	2014 COP PAYABLE	920,000.00	
<a href="#">20-27000</a>	2018 COP Payable	3,190,000.00	
<a href="#">20-28000</a>	NET PENSION LIABILITY	0.00	
<a href="#">20-28200</a>	DEFERRED PENSION INFLOWS	27,618.00	
	<b>Total Liability:</b>	<b>5,943,119.54</b>	

**Equity**

**Balance Sheet**

Account	Name	Balance
<u>20-30000</u>	RETAINED EARNINGS	<u>7,257,240.61</u>
	<b>Total Beginning Equity:</b>	<b>7,257,240.61</b>
Total Revenue		3,619,053.94
Total Expense		<u>3,831,560.02</u>
<b>Revenues Over/Under Expenses</b>		<b>-212,506.08</b>
	<b>Total Equity and Current Surplus (Deficit):</b>	<b>7,044,734.53</b>
	<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b><u>12,987,854.07</u></b>

## Balance Sheet

Account	Name	Balance
<b>Fund: 30 - PARKS FUND</b>		
<b>Assets</b>		
<a href="#">30-01001</a>	CLAIM ON POOLED CASH - PARKS FUND	63,889.37
<a href="#">30-10000</a>	CASH IN BANK - 4596	0.00
<a href="#">30-10100</a>	CASH RESERVES - 4597	0.00
<a href="#">30-11100</a>	PETTY CASH-PKS	240.00
<a href="#">30-12000</a>	CASH PARK- PROJECTS	1,926.85
<a href="#">30-12100</a>	CASH YOUTH SCHOLARSHIP	2,402.53
<a href="#">30-12200</a>	CASH - TICKET RESERVE	0.00
<a href="#">30-12300</a>	2008 RESERVE FUND RESTRICTED	0.00
<a href="#">30-12400</a>	PROJECT FUND	0.33
<a href="#">30-15000</a>	ACCOUNTS RECEIVABLE-PKS	62.50
<a href="#">30-15050</a>	ACCOUNTS RECEIVABLE-COLLECTIONS	0.00
<a href="#">30-15100</a>	DUE FROM GENERAL FUND	0.00
<a href="#">30-15200</a>	DUE FROM WATER/SEWER FUND	0.00
<a href="#">30-15300</a>	SALES TAXES RECEIVABLE	52,675.33
<a href="#">30-15400</a>	AD-VALOREM TAXES RECEIVABLE	67,072.90
<a href="#">30-16000</a>	PREPAID INSURANCE-PKS	11,119.44
<a href="#">30-17000</a>	DEFERRED INFLOWS-LEASES	-185,473.67
<a href="#">30-17001</a>	INTEREST RECEIVABLE-LEASES	844.54
<a href="#">30-17002</a>	LONG TERM LEASE RECEIVABLE	191,771.94
<a href="#">30-17003</a>	SHORT TERM LEASE RECEIVABLE	5,747.00
	<b>Total Assets:</b>	<b><u>212,279.06</u></b>
		<b><u>212,279.06</u></b>
<b>Liability</b>		
<a href="#">30-20000</a>	AP PENDING (DUE TO POOLED CASH) - PK	8,493.93
<a href="#">30-20010</a>	ACCOUNTS PAYABLE - PKS	3,939.17
<a href="#">30-20100</a>	RETURNED CHECKS-PKS	0.00
<a href="#">30-20500</a>	ALLOWANCE FOR BAD DEBT-PKS	0.00
<a href="#">30-21500</a>	WAGES PAYABLE	8,173.07
<a href="#">30-22000</a>	FICA WITHHOLDING	-45.16
<a href="#">30-22100</a>	FEDERAL WITHHOLDING	0.00
<a href="#">30-22200</a>	MISSOURI WITHHOLDING	988.84
<a href="#">30-23100</a>	LAGERS PAYABLE	2,486.15
<a href="#">30-23200</a>	GROUP INSURANCE PAYABLE	4,803.34
<a href="#">30-23300</a>	GARNISHMENTS PAYABLE	594.00
<a href="#">30-25000</a>	DUE TO GENERAL FUND	0.00
<a href="#">30-25550</a>	DUE TO WATER/SEWER FUND	0.00
<a href="#">30-25800</a>	CUSTOMER DEPOSITSPKS	2,266.25
<a href="#">30-25850</a>	CUSTOMER IN-HOUSE CREDIT	2,797.50
<a href="#">30-25900</a>	MID-MISSOURI BANK	0.00
<a href="#">30-25950</a>	LEASE PURCHASE-PARKS	0.00
	<b>Total Liability:</b>	<b><u>34,497.09</u></b>
<b>Equity</b>		
<a href="#">30-30000</a>	FUND BALANCE	212,025.42
	<b>Total Beginning Equity:</b>	<b><u>212,025.42</u></b>
Total Revenue		2,270,310.10
Total Expense		<u>2,304,553.55</u>
Revenues Over/Under Expenses		-34,243.45
	<b>Total Equity and Current Surplus (Deficit):</b>	<b><u>177,781.97</u></b>
	<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b><u>212,279.06</u></b>

**Balance Sheet**

Account	Name	Balance	
<b>Fund: 99 - POOLED CASH</b>			
<b>Assets</b>			
<u>99-01000</u>	POOLED CASH - GENERAL	8,262,824.20	
<u>99-01100</u>	POOLED CASH - JIS COURT	1,344.58	
<u>99-01200</u>	POOLED CASH - MID MISSOURI CD	0.00	
<u>99-01300</u>	POOLED CASH - FREEDOM BANK CD 5654	0.00	
<u>99-01400</u>	POOLED CASH - FREEDOM BANK CD 4603	0.00	
<u>99-17000</u>	DUE FROM OTHER FUNDS	26,161.17	
	<b>Total Assets:</b>	<b>8,290,329.95</b>	<b><u>8,290,329.95</u></b>
<b>Liability</b>			
<u>99-20000</u>	ACCOUNTS PAYABLE CONTROL	26,161.17	
<u>99-21500</u>	WAGES PAYABLE	0.00	
<u>99-27000</u>	DUE TO OTHER FUNDS	8,264,168.78	
	<b>Total Liability:</b>	<b>8,290,329.95</b>	
	<b>Total Equity and Current Surplus (Deficit):</b>	<b>0.00</b>	
	<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>		<b><u>8,290,329.95</u></b>



		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 10 - GENERAL FUND</b>						
<b>Revenue</b>						
<b>Department: 100 - General Government</b>						
<a href="#">10-100-40800</a>	MISCELLANEOUS INCOME-GCG	6,000.00	6,000.00	3,013.33	5,059.62	940.38
<a href="#">10-100-40850</a>	CONVENIENCE FEE-GCG	2,000.00	5,000.00	23.11	181.88	4,818.12
<a href="#">10-100-40980</a>	VETERAN'S MEMORIAL	240.00	240.00	0.00	0.00	240.00
<a href="#">10-100-41000</a>	FRANCHISE CABLE TV	18,200.00	11,000.00	0.00	13,124.41	-2,124.41
<a href="#">10-100-41100</a>	FRANCHISE ELECTRIC	330,000.00	330,000.00	20,314.66	319,841.14	10,158.86
<a href="#">10-100-41200</a>	FRANCHISE GAS	76,000.00	76,000.00	3,135.46	72,870.51	3,129.49
<a href="#">10-100-41300</a>	FRANCHISE MOBILE PHONE LEASE	70,000.00	70,000.00	2,342.56	65,863.72	4,136.28
<a href="#">10-100-43000</a>	INTEREST INCOME-GCG	100,000.00	120,000.00	8,910.36	126,268.70	-6,268.70
<a href="#">10-100-44100</a>	MERCHANTS LICENSES	7,000.00	7,000.00	2,600.00	7,152.50	-152.50
<a href="#">10-100-44110</a>	BUILDING PERMITS	42,000.00	100,000.00	0.00	95,524.04	4,475.96
<a href="#">10-100-45300</a>	TAX REAL ESTATE-GCG	250,700.00	250,700.00	9,998.03	234,325.70	16,374.30
<a href="#">10-100-45400</a>	TAX SALES & USE REVENUES-GCG	900,000.00	900,000.00	72,064.58	961,592.67	-61,592.67
<a href="#">10-100-45500</a>	TAX SALES CAP IMP-GCG	350,000.00	350,000.00	26,706.10	333,133.41	16,866.59
<a href="#">10-100-46000</a>	TRANSFER FROM GCG	0.00	140,001.00	0.00	0.00	140,001.00
<a href="#">10-100-49000</a>	CAPITAL ASSET SALES-GCG	1,000.00	1,000.00	0.00	0.00	1,000.00
<b>Department: 100 - General Government Total:</b>		<b>2,153,140.00</b>	<b>2,366,941.00</b>	<b>149,108.19</b>	<b>2,234,938.30</b>	<b>132,002.70</b>
<b>Department: 200 - Law</b>						
<a href="#">10-200-40800</a>	MISC INCOME - LAW	500.00	500.00	0.00	0.00	500.00
<a href="#">10-200-42000</a>	GRANT REVENUES-LAW	35,000.00	35,000.00	0.00	15,988.36	19,011.64
<a href="#">10-200-44120</a>	POLICE FACILITY FEES	0.00	5,000.00	700.00	7,700.00	-2,700.00
<a href="#">10-200-44520</a>	LAW OTHER INCOME-LAW	13,500.00	13,500.00	79.00	1,387.19	12,112.81
<a href="#">10-200-45100</a>	LAW ENFORCEMENT SALES TAX	132,000.00	132,000.00	7,702.49	105,066.43	26,933.57
<a href="#">10-200-45600</a>	TAX STATE LET ACCOUNT	100.00	100.00	0.00	1,051.10	-951.10
<a href="#">10-200-49000</a>	CAPITAL ASSET SALES	0.00	18,000.00	0.00	17,996.50	3.50
<b>Department: 200 - Law Total:</b>		<b>181,100.00</b>	<b>204,100.00</b>	<b>8,481.49</b>	<b>149,189.58</b>	<b>54,910.42</b>
<b>Department: 250 - Court</b>						
<a href="#">10-250-40800</a>	MISCELLANEOUS INCOME-COURT	500.00	500.00	0.00	0.00	500.00
<a href="#">10-250-44500</a>	TRAFFIC FINES-COURT	115,000.00	80,000.00	5,360.69	71,354.16	8,645.84
<a href="#">10-250-44510</a>	OTHER FINES-COURT	5,000.00	5,000.00	39.50	3,632.50	1,367.50
<a href="#">10-250-44520</a>	COURT INCOME OTHER-COURT	100.00	100.00	0.00	0.00	100.00
<b>Department: 250 - Court Total:</b>		<b>120,600.00</b>	<b>85,600.00</b>	<b>5,400.19</b>	<b>74,986.66</b>	<b>10,613.34</b>
<b>Department: 300 - Streets</b>						
<a href="#">10-300-40800</a>	MISCELLANEOUS INCOME-STREETS	100.00	100.00	0.00	0.00	100.00
<a href="#">10-300-42000</a>	GRANT REVENUES-STREETS	377,060.00	377,060.00	289,712.90	356,643.43	20,416.57
<a href="#">10-300-44110</a>	STREET APPROACH/GUTTER/INSPECTION	0.00	1,000.00	0.00	1,000.00	0.00
<a href="#">10-300-44120</a>	STREET CAPACITY FEES	0.00	0.00	100.00	100.00	-100.00
<a href="#">10-300-45410</a>	TAX MOTOR VEHICLE	310,000.00	310,000.00	31,698.19	341,009.05	-31,009.05
<a href="#">10-300-45450</a>	TAX COUNTY ROAD & BRIDGE	39,259.00	39,259.00	0.00	43,807.34	-4,548.34
<b>Department: 300 - Streets Total:</b>		<b>726,419.00</b>	<b>727,419.00</b>	<b>321,511.09</b>	<b>742,559.82</b>	<b>-15,140.82</b>
<b>Department: 400 - Planning &amp; Development</b>						
<a href="#">10-400-40930</a>	PLANNING AND ZONING	25,000.00	25,000.00	10.00	3,005.31	21,994.69
<a href="#">10-400-44110</a>	PLANNING/DEV BUILDING FEES	0.00	27,000.00	3,399.50	31,159.25	-4,159.25
<a href="#">10-400-44120</a>	ZONING FEES	0.00	5,000.00	0.00	731.00	4,269.00
<b>Department: 400 - Planning &amp; Development Total:</b>		<b>25,000.00</b>	<b>57,000.00</b>	<b>3,409.50</b>	<b>34,895.56</b>	<b>22,104.44</b>
<b>Department: 500 - Emergency Management</b>						
<a href="#">10-500-42000</a>	GRANT REVENUES-EM	8,458.00	8,458.00	0.00	0.00	8,458.00
<b>Department: 500 - Emergency Management Total:</b>		<b>8,458.00</b>	<b>8,458.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,458.00</b>
<b>Revenue Total:</b>		<b>3,214,717.00</b>	<b>3,449,518.00</b>	<b>487,910.46</b>	<b>3,236,569.92</b>	<b>212,948.08</b>



Income Statement

For Fiscal: 2024 Period Ending: 12

Item # 3.

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Remaining
<b>Expense</b>						
<b>Department: 100 - General Government</b>						
<a href="#">10-100-50130</a>	SUPPLIES-GCG	2,000.00	2,000.00	14.58	756.26	1,243.74
<a href="#">10-100-50310</a>	VETERAN'S MEMORIAL EXPENSES-GCG	1,000.00	1,000.00	0.00	275.68	724.32
<a href="#">10-100-50500</a>	BUILDING MAINTENANCE-GCG	1,000.00	2,000.00	142.99	1,549.59	450.41
<a href="#">10-100-50550</a>	CUSTODIAL SUPPLIES-GCG	600.00	1,200.00	69.36	1,156.41	43.59
<a href="#">10-100-50600</a>	MISCELLANEOUS EXPENSE-GCG	100.00	8,500.00	0.00	6,830.09	1,669.91
<a href="#">10-100-50700</a>	OFFICE SUPPLIES-GCG	7,500.00	8,500.00	415.66	7,472.55	1,027.45
<a href="#">10-100-50750</a>	POSTAGE-GCG	1,600.00	2,300.00	275.33	2,211.76	88.24
<a href="#">10-100-51000</a>	REPAIRS AND MAINTENANCE-GCG	100.00	100.00	0.00	0.00	100.00
<a href="#">10-100-52000</a>	SUPPLIES SMALL EQUIPMENT-GCG	1,000.00	2,000.00	0.00	1,424.75	575.25
<a href="#">10-100-55200</a>	ADVERTISING-GCG	4,000.00	4,000.00	617.06	1,162.98	2,837.02
<a href="#">10-100-55400</a>	AUDIT EXPENSE-GCG	104,000.00	4,500.00	0.00	4,000.00	500.00
<a href="#">10-100-55500</a>	BANK/CREDIT CARD FEES-GEN	800.00	800.00	164.72	507.66	292.34
<a href="#">10-100-55600</a>	CONTRACT LABOR-GCG	500.00	3,000.00	0.00	2,625.64	374.36
<a href="#">10-100-55800</a>	DUES AND SUBSCRIPTIONS-GCG	3,500.00	4,850.00	1,249.72	4,262.42	587.58
<a href="#">10-100-55850</a>	EQUIPMENT RENTAL-GEN	1,000.00	1,000.00	75.02	827.31	172.69
<a href="#">10-100-55900</a>	ELECTION EXPENSE-GCG	6,300.00	31,000.00	0.00	25,901.72	5,098.28
<a href="#">10-100-56000</a>	INSURANCE-GCG	6,030.00	6,635.00	2,939.76	9,307.13	-2,672.13
<a href="#">10-100-56200</a>	LEGAL-GCG	16,000.00	32,000.00	2,053.70	27,551.90	4,448.10
<a href="#">10-100-56400</a>	PROFESSIONAL-GCG	30,000.00	45,000.00	288.00	43,993.40	1,006.60
<a href="#">10-100-56450</a>	CONTRACT SERVICES/SECURITY-GCG	400.00	400.00	0.00	396.00	4.00
<a href="#">10-100-56500</a>	SAFETY PROGRAM-GCG	150.00	300.00	0.00	116.96	183.04
<a href="#">10-100-56890</a>	TRAVEL EXPENSE-ELECTED OFFICIAL	1,000.00	1,000.00	0.00	0.00	1,000.00
<a href="#">10-100-56900</a>	TRAVEL EXPENSE-GCG	1,000.00	1,000.00	0.00	270.00	730.00
<a href="#">10-100-56910</a>	TRAVEL EXPENSE-FINANCE	1,000.00	1,000.00	0.00	790.85	209.15
<a href="#">10-100-56940</a>	TRAINING & EDUCATION-ELECTED OFFICIAL	1,000.00	1,000.00	0.00	30.00	970.00
<a href="#">10-100-56950</a>	TRAINING & EDUCATION-GEN	1,000.00	1,500.00	475.00	1,842.00	-342.00
<a href="#">10-100-56960</a>	TRAINING & EDUCATION-FINANCE	1,000.00	1,000.00	0.00	350.00	650.00
<a href="#">10-100-57400</a>	EQUIPMENT/SOFTWARE CONTRACTS-GCG	15,000.00	18,700.00	0.00	17,063.57	1,636.43
<a href="#">10-100-61000</a>	TELEPHONE-GCG	2,000.00	2,000.00	258.95	2,236.65	-236.65
<a href="#">10-100-61050</a>	INTERNET-GCG	7,400.00	7,400.00	3,538.68	9,870.86	-2,470.86
<a href="#">10-100-62000</a>	UTILITIES ELECTRIC-GCG	8,000.00	8,000.00	0.00	5,678.06	2,321.94
<a href="#">10-100-62100</a>	UTILITIES GAS-GCG	2,010.00	2,010.00	158.98	1,888.25	121.75
<a href="#">10-100-62300</a>	UTILITIES OTHER-GCG	800.00	1,500.00	128.69	1,278.79	221.21
<a href="#">10-100-70000</a>	VEHICLE EXPENSES FUEL-GCG	200.00	200.00	0.00	0.00	200.00
<a href="#">10-100-71000</a>	VEHICLE REPAIR & MAINT-GCG	100.00	100.00	0.00	49.11	50.89
<a href="#">10-100-75000</a>	VEHICLE LEASE-GENERAL	1,520.00	785.00	0.00	761.55	23.45
<a href="#">10-100-90000</a>	SALARIES-GCG	123,281.00	209,490.00	9,056.03	146,192.30	63,297.70
<a href="#">10-100-90500</a>	SALARIES OVERTIME-GCG	500.00	2,000.00	0.24	1,711.87	288.13
<a href="#">10-100-91000</a>	SALARIES-ELECTED OFFICIALS	5,400.00	5,400.00	0.00	2,699.97	2,700.03
<a href="#">10-100-91500</a>	PAYROLL TAXES-GCG	10,335.00	17,351.00	651.64	11,762.62	5,588.38
<a href="#">10-100-92000</a>	RETIREMENT-GCG	10,285.00	17,840.00	822.34	6,496.14	11,343.86
<a href="#">10-100-93000</a>	GROUP INSURANCE-GCG	31,755.00	36,696.00	1,345.97	26,187.59	10,508.41
<a href="#">10-100-95500</a>	CAPITAL ASSET EQUIPMENT-GCG	16,900.00	49,950.00	0.00	39,394.89	10,555.11
<a href="#">10-100-97380</a>	TRANSFER TO PARKS-GCG	1,638.00	349,177.00	0.00	276,500.00	72,677.00
<b>Department: 100 - General Government Total:</b>		<b>430,704.00</b>	<b>896,184.00</b>	<b>24,742.42</b>	<b>695,385.28</b>	<b>200,798.72</b>
<b>Department: 200 - Law</b>						
<a href="#">10-200-50130</a>	SUPPLIES-LAW	2,500.00	2,500.00	344.80	2,839.49	-339.49
<a href="#">10-200-50300</a>	DARE-LAW	1,700.00	1,700.00	0.00	1,700.00	0.00
<a href="#">10-200-50500</a>	BUILDING MAINTENANCE-LAW	5,000.00	5,000.00	0.00	294.29	4,705.71
<a href="#">10-200-50550</a>	CUSTODIAL SUPPLIES-LAW	700.00	700.00	118.39	391.50	308.50
<a href="#">10-200-50600</a>	MISCELLANEOUS EXPENSE-LAW	100.00	100.00	0.00	0.00	100.00
<a href="#">10-200-50700</a>	OFFICE SUPPLIES-LAW	1,200.00	1,200.00	42.82	1,063.78	136.22
<a href="#">10-200-50750</a>	POSTAGE-LAW	250.00	250.00	0.79	28.13	221.87
<a href="#">10-200-51000</a>	REPAIRS & MAINTENANCE-LAW	500.00	500.00	0.00	8.63	491.37
<a href="#">10-200-52000</a>	SUPPLIES SMALL EQUIPMENT-LAW	7,000.00	7,000.00	1,274.69	6,584.61	415.39
<a href="#">10-200-55200</a>	ADVERTISING-LAW	200.00	200.00	0.00	55.81	144.19
<a href="#">10-200-55500</a>	BANK/CREDIT CARD FEES-LAW	50.00	50.00	0.00	0.00	50.00

Income Statement

For Fiscal: 2024 Period Ending: 12

Item # 3.

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Remaining
<a href="#">10-200-55600</a>	CONTRACT LABOR-LAW	500.00	500.00	0.00	165.00	335.00
<a href="#">10-200-55800</a>	DUES AND SUBSCRIPTIONS-LAW	2,800.00	2,800.00	0.00	400.45	2,399.55
<a href="#">10-200-55850</a>	EQUIPMENT RENTAL-LAW	1,800.00	1,800.00	131.03	1,448.42	351.58
<a href="#">10-200-56000</a>	INSURANCE-LAW	41,000.00	41,000.00	11,500.00	48,322.39	-7,322.39
<a href="#">10-200-56200</a>	LEGAL-LAW	1,000.00	1,000.00	0.00	0.00	1,000.00
<a href="#">10-200-56400</a>	PROFESSIONAL-LAW	68,000.00	68,000.00	3,259.00	50,001.91	17,998.09
<a href="#">10-200-56450</a>	CONTRACT SERVICES/SECURITY-LAW	100.00	100.00	0.00	0.00	100.00
<a href="#">10-200-56500</a>	SAFETY PROGRAM-LAW	400.00	900.00	0.00	855.05	44.95
<a href="#">10-200-56900</a>	TRAVEL EXPENSE-LAW	1,000.00	1,000.00	0.00	123.09	876.91
<a href="#">10-200-56950</a>	TRAINING & EDUCATION-LAW	20,000.00	20,000.00	960.00	2,117.00	17,883.00
<a href="#">10-200-57400</a>	EQUIPMENT/SOFTWARE CONTRACTS-LAW	18,000.00	16,000.00	2,399.40	12,583.60	3,416.40
<a href="#">10-200-61000</a>	TELEPHONE-LAW	3,500.00	3,500.00	380.16	2,640.65	859.35
<a href="#">10-200-61050</a>	INTERNET-LAW	7,000.00	7,000.00	376.09	6,393.39	606.61
<a href="#">10-200-62000</a>	UTILITIES ELECTRIC-LAW	5,050.00	5,050.00	0.00	3,326.52	1,723.48
<a href="#">10-200-62100</a>	UTILITIES GAS-LAW	3,200.00	3,200.00	586.52	2,735.62	464.38
<a href="#">10-200-62300</a>	UTILITIES OTHER-LAW	600.00	700.00	46.40	638.04	61.96
<a href="#">10-200-70000</a>	VEHICLE EXPENSES FUEL-LAW	25,000.00	25,000.00	1,483.56	21,067.20	3,932.80
<a href="#">10-200-71000</a>	VEHICLE REPAIR & MAINT-LAW	10,000.00	10,000.00	69.68	3,803.08	6,196.92
<a href="#">10-200-71100</a>	EQUIPMENT REPAIR & MAINT-LAW	500.00	500.00	0.00	295.43	204.57
<a href="#">10-200-75000</a>	VEHICLE LEASE-LAW	17,600.00	17,600.00	1,389.63	17,715.69	-115.69
<a href="#">10-200-90000</a>	SALARIES-LAW	644,047.00	641,001.00	50,022.22	590,763.08	50,237.92
<a href="#">10-200-90500</a>	SALARIES OVERTIME-LAW	3,000.00	3,000.00	1,068.88	3,637.08	-637.08
<a href="#">10-200-91500</a>	PAYROLL TAXES-LAW	51,764.00	51,521.00	3,686.14	43,140.65	8,380.35
<a href="#">10-200-92000</a>	RETIREMENT-LAW	62,924.00	66,037.00	5,053.71	59,149.51	6,887.49
<a href="#">10-200-92500</a>	UNIFORMS-LAW	10,000.00	10,000.00	1,553.76	8,662.77	1,337.23
<a href="#">10-200-93000</a>	GROUP INSURANCE-LAW	107,264.00	98,885.00	9,410.11	91,771.79	7,113.21
<a href="#">10-200-95100</a>	CAPITAL ASSET EXP-LAW	2,000.00	2,000.00	0.00	15.04	1,984.96
<a href="#">10-200-95500</a>	CAPITAL ASSET EQUIPMENT-LAW	45,000.00	47,000.00	0.00	46,968.02	31.98
	<b>Department: 200 - Law Total:</b>	<b>1,172,249.00</b>	<b>1,164,294.00</b>	<b>95,157.78</b>	<b>1,031,706.71</b>	<b>132,587.29</b>

Department: 250 - Court

<a href="#">10-250-50130</a>	SUPPLIES-COURT	200.00	200.00	0.00	102.32	97.68
<a href="#">10-250-50500</a>	BUILDING MAINTENANCE-COURT	100.00	100.00	0.00	0.00	100.00
<a href="#">10-250-50550</a>	CUSTODIAL SUPPLIES	100.00	100.00	7.41	45.08	54.92
<a href="#">10-250-50600</a>	MISCELLANEOUS EXPENSE-COURT	100.00	100.00	0.00	0.00	100.00
<a href="#">10-250-50700</a>	OFFICE SUPPLIES-COURT	1,200.00	1,500.00	51.18	959.10	540.90
<a href="#">10-250-50750</a>	POSTAGE-COURT	500.00	500.00	6.37	178.47	321.53
<a href="#">10-250-51000</a>	REPAIRS & MAINTENANCE-COURT	100.00	100.00	0.00	0.00	100.00
<a href="#">10-250-52000</a>	SUPPLIES SMALL TOOLS-COURT	100.00	250.00	0.00	216.12	33.88
<a href="#">10-250-55200</a>	ADVERTISING EXPENSE-COURT	100.00	100.00	0.00	0.00	100.00
<a href="#">10-250-55500</a>	BANK/CREDIT CARD FEES-COURT	300.00	300.00	6.91	61.96	238.04
<a href="#">10-250-55800</a>	DUES & SUBSCRIPTIONS-COURT	250.00	250.00	0.00	0.00	250.00
<a href="#">10-250-55850</a>	EQUIPMENT RENTAL-COURT	120.00	120.00	8.34	92.57	27.43
<a href="#">10-250-56000</a>	INSURANCE-COURT	3,000.00	3,000.00	3,000.00	5,754.92	-2,754.92
<a href="#">10-250-56200</a>	LEGAL-COURT	100.00	100.00	0.00	0.00	100.00
<a href="#">10-250-56400</a>	PROFESSIONAL-COURT	15,000.00	15,000.00	936.00	11,502.18	3,497.82
<a href="#">10-250-56450</a>	CONTRACT SERVICE/SECURITY-COURT	100.00	100.00	0.00	0.00	100.00
<a href="#">10-250-56910</a>	TRAVEL COURT	1,000.00	1,000.00	0.00	0.00	1,000.00
<a href="#">10-250-56960</a>	TRAINING COURT	750.00	750.00	0.00	0.00	750.00
<a href="#">10-250-57400</a>	EQUIP/SOFTWARE CONTRACTS-COURT	1,550.00	3,000.00	0.00	2,182.75	817.25
<a href="#">10-250-61000</a>	TELEPHONE-COURT	760.00	760.00	0.00	626.80	133.20
<a href="#">10-250-61050</a>	INTERNET-COURT	3,550.00	3,550.00	154.14	3,192.39	357.61
<a href="#">10-250-71100</a>	EQUIPMENT REPAIR & MAINT-COURT	100.00	100.00	0.00	0.00	100.00
<a href="#">10-250-80000</a>	COURT AUTOMATION-COURT	5,000.00	5,000.00	323.91	3,705.17	1,294.83
<a href="#">10-250-81000</a>	CVC FEES	5,000.00	5,000.00	329.92	3,773.96	1,226.04
<a href="#">10-250-81100</a>	POST FUND-COURT	750.00	750.00	46.27	529.29	220.71
<a href="#">10-250-82000</a>	SHERIFF'S RETIREMENT FUND-COURT	100.00	100.00	3.00	31.00	69.00
<a href="#">10-250-90000</a>	SALARIES-COURT	64,026.00	64,026.00	4,424.37	64,952.64	-926.64
<a href="#">10-250-90500</a>	SALARIES OVERTIME-COURT	100.00	200.00	0.00	155.16	44.84
<a href="#">10-250-91500</a>	PAYROLL TAXES-COURT	5,130.00	5,138.00	330.73	4,808.59	329.41

**Income Statement**

For Fiscal: 2024 Period Ending: 12/31/24

Item # 3.

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Remaining
<a href="#">10-250-92000</a>	RETIREMENT-COURT	4,561.00	4,955.00	384.52	5,102.87	-147.87
<a href="#">10-250-93000</a>	GROUP INSURANCE-COURT	13,120.00	13,214.00	676.24	16,311.88	-3,097.88
<a href="#">10-250-95500</a>	CAPITAL ASSET EQUIPMENT-COURT	0.00	0.00	0.00	325.00	-325.00
<b>Department: 250 - Court Total:</b>		<b>126,867.00</b>	<b>129,363.00</b>	<b>10,689.31</b>	<b>124,610.22</b>	<b>4,752.78</b>
<b>Department: 300 - Streets</b>						
<a href="#">10-300-50130</a>	SUPPLIES-STREETS	25,000.00	25,000.00	388.00	11,606.44	13,393.56
<a href="#">10-300-50200</a>	LANDSCAPING - STREETS	0.00	0.00	0.00	232.16	-232.16
<a href="#">10-300-50500</a>	BUILDING MAINTENANCE-STREETS	4,000.00	4,000.00	0.00	23.97	3,976.03
<a href="#">10-300-50550</a>	CUSTODIAL SUPPLIES-STREETS	100.00	100.00	31.11	50.08	49.92
<a href="#">10-300-50600</a>	MISCELLANEOUS EXPENSE-STREETS	100.00	100.00	0.00	0.00	100.00
<a href="#">10-300-50700</a>	OFFICE SUPPLIES-STREETS	500.00	500.00	14.08	60.26	439.74
<a href="#">10-300-50750</a>	POSTAGE-ST	50.00	50.00	0.00	0.32	49.68
<a href="#">10-300-51000</a>	REPAIRS AND MAINTENANCE-STREETS	20,000.00	20,000.00	1,342.24	21,107.50	-1,107.50
<a href="#">10-300-52000</a>	SUPPLIES SMALL EQUIPMENT-STREETS	3,000.00	3,500.00	0.00	3,489.53	10.47
<a href="#">10-300-55200</a>	ADVERTISING-ST	200.00	700.00	0.00	574.97	125.03
<a href="#">10-300-55600</a>	CONTRACT LABOR-STREETS	1,500.00	1,500.00	0.00	0.00	1,500.00
<a href="#">10-300-55800</a>	DUES AND SUBSCRIPTIONS-STREETS	3,050.00	5,125.00	0.00	5,120.38	4.62
<a href="#">10-300-55850</a>	EQUIPMENT RENTAL-STREETS	2,000.00	2,000.00	0.00	1,087.85	912.15
<a href="#">10-300-56000</a>	INSURANCE-STREETS	12,900.00	12,900.00	6,000.00	17,582.69	-4,682.69
<a href="#">10-300-56200</a>	LEGAL EXPENSE-ST	500.00	500.00	0.00	0.00	500.00
<a href="#">10-300-56400</a>	PROFESSIONAL-STREETS	3,000.00	3,000.00	689.25	1,997.85	1,002.15
<a href="#">10-300-56500</a>	SAFETY PROGRAM-STREETS	300.00	300.00	0.00	55.13	244.87
<a href="#">10-300-56900</a>	TRAVEL EXPENSE-STREETS	200.00	200.00	0.00	0.00	200.00
<a href="#">10-300-56950</a>	TRAINING & EDUCATION-ST	100.00	100.00	0.00	0.00	100.00
<a href="#">10-300-57400</a>	EQUIPMENT/SOFTWARE CONTRACTS-STRE	1,000.00	5,000.00	0.00	3,986.47	1,013.53
<a href="#">10-300-61000</a>	TELEPHONE-STREETS	1,500.00	1,500.00	26.06	1,059.63	440.37
<a href="#">10-300-61050</a>	INTERNET-STREETS	3,800.00	3,800.00	159.31	3,299.34	500.66
<a href="#">10-300-61110</a>	STREET LIGHTS STREETS	67,000.00	67,000.00	0.00	61,610.29	5,389.71
<a href="#">10-300-62000</a>	UTILITIES ELECTRIC-STREETS	3,200.00	5,000.00	0.00	3,737.71	1,262.29
<a href="#">10-300-62100</a>	UTILITIES GAS-STREETS	300.00	300.00	0.00	0.00	300.00
<a href="#">10-300-70000</a>	VEHICLE EXPENSE FUEL-STREETS	5,500.00	7,000.00	459.59	6,427.57	572.43
<a href="#">10-300-70100</a>	EQUIPMENT FUEL-STREETS	1,500.00	1,500.00	0.00	190.04	1,309.96
<a href="#">10-300-71000</a>	VEHICLE REPAIR & MAINT-STREETS	2,000.00	5,000.00	158.92	4,392.23	607.77
<a href="#">10-300-71100</a>	EQUIPMENT REPAIR & MAINT-STREETS	5,000.00	10,000.00	7.96	9,476.51	523.49
<a href="#">10-300-75000</a>	VEHICLE LEASE-STREETS	18,929.00	18,929.00	1,512.90	19,065.21	-136.21
<a href="#">10-300-75100</a>	EQUIPMENT LEASE	6,400.00	6,400.00	529.87	6,358.44	41.56
<a href="#">10-300-90000</a>	SALARIES-STREETS	128,743.00	85,400.00	8,892.19	82,031.81	3,368.19
<a href="#">10-300-90500</a>	SALARIES OVERTIME-STREETS	2,000.00	3,000.00	104.78	2,477.68	522.32
<a href="#">10-300-91500</a>	PAYROLL TAXES-STREETS	10,459.00	7,072.00	675.54	6,391.05	680.95
<a href="#">10-300-92000</a>	RETIREMENT-STREETS	10,653.00	8,172.00	742.66	7,458.17	713.83
<a href="#">10-300-92500</a>	UNIFORMS-STREETS	1,400.00	1,600.00	78.78	1,334.15	265.85
<a href="#">10-300-93000</a>	GROUP INSURANCE-STREETS	26,854.00	21,271.00	1,874.59	13,874.04	7,396.96
<a href="#">10-300-95100</a>	CAPITAL ASSET EXP-STREETS	478,825.00	568,825.00	2,717.12	516,741.43	52,083.57
<a href="#">10-300-95500</a>	CAPITAL ASSET EQUIPMENT-STREETS	12,000.00	25,867.00	119.86	787.36	25,079.64
<b>Department: 300 - Streets Total:</b>		<b>863,563.00</b>	<b>932,211.00</b>	<b>26,524.81</b>	<b>813,688.26</b>	<b>118,522.74</b>
<b>Department: 400 - Planning &amp; Development</b>						
<a href="#">10-400-50130</a>	SUPPLIES-P&D	300.00	300.00	124.27	333.87	-33.87
<a href="#">10-400-50550</a>	CUSTODIAL SUPPLIES-P&D	101.00	101.00	0.00	4.13	96.87
<a href="#">10-400-50600</a>	MISCELLANEOUS EXPENSE-P&D	100.00	100.00	0.00	0.00	100.00
<a href="#">10-400-50700</a>	OFFICE SUPPLIES-P&D	500.00	2,500.00	39.79	2,161.76	338.24
<a href="#">10-400-50750</a>	POSTAGE-P&D	250.00	250.00	0.00	62.16	187.84
<a href="#">10-400-51000</a>	REPAIRS & MAINTENANCE-P&D	200.00	200.00	0.00	0.00	200.00
<a href="#">10-400-52000</a>	SUPPLIES-SMALL EQUIPMENT	300.00	1,400.00	0.00	1,488.37	-88.37
<a href="#">10-400-55200</a>	ADVERTISING-P&D	1,000.00	1,000.00	0.00	774.00	226.00
<a href="#">10-400-55600</a>	CONTRACT LABOR-P&D	0.00	25,000.00	840.00	16,235.00	8,765.00
<a href="#">10-400-55800</a>	DUES AND SUBSCRIPTIONS-P&D	250.00	260.00	0.00	160.00	100.00
<a href="#">10-400-55850</a>	EQUIPMENT RENTAL-P&D	500.00	500.00	39.31	429.47	70.53
<a href="#">10-400-56000</a>	INSURANCE-P&D	4,349.00	4,349.00	2,000.00	5,904.87	-1,555.87
<a href="#">10-400-56200</a>	LEGAL-P&D	5,000.00	5,000.00	1,062.75	1,062.75	3,937.25

**Income Statement**

For Fiscal: 2024 Period Ending: 12

Item # 3.

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Remaining
<a href="#">10-400-56400</a>	PROFESSIONAL-P&D	75,000.00	50,000.00	72.00	41,480.98	8,519.02
<a href="#">10-400-56900</a>	TRAVEL EXPENSE-P&D	1,000.00	1,000.00	0.00	591.78	408.22
<a href="#">10-400-56950</a>	TRAINING & EDUCATION-P&D	1,000.00	1,800.00	0.00	1,873.61	-73.61
<a href="#">10-400-57400</a>	EQUIPMENT/SOFTWARE CONTRACTS-P&D	7,500.00	12,500.00	4,500.00	15,089.78	-2,589.78
<a href="#">10-400-61000</a>	TELEPHONE-P&D	1,480.00	1,480.00	40.38	1,111.39	368.61
<a href="#">10-400-61050</a>	INTERNET-P&D	3,800.00	3,800.00	154.14	3,192.39	607.61
<a href="#">10-400-70000</a>	VEHICLE EXPENSE FUEL-P&D	0.00	1,000.00	21.15	589.45	410.55
<a href="#">10-400-71000</a>	VEHICLE REPAIR & MAINT-P&D	0.00	594.00	56.03	591.51	2.49
<a href="#">10-400-75000</a>	VEHICLE LEASE-P&D	3,040.00	7,063.00	632.55	6,856.30	206.70
<a href="#">10-400-90000</a>	SALARIES-P&D	96,005.00	119,266.00	9,109.00	110,972.83	8,293.17
<a href="#">10-400-90500</a>	SALARIES OVERTIME-P&D	300.00	300.00	0.00	68.23	231.77
<a href="#">10-400-91500</a>	PAYROLL TAXES-P&D	7,704.00	9,566.00	660.87	8,146.38	1,419.62
<a href="#">10-400-92000</a>	RETIREMENT-P&D	8,036.00	11,179.00	929.16	7,179.56	3,999.44
<a href="#">10-400-93000</a>	GROUP INSURANCE-P&D	14,665.00	17,691.00	1,624.81	9,755.59	7,935.41
<b>Department: 400 - Planning &amp; Development Total:</b>		<b>232,380.00</b>	<b>278,199.00</b>	<b>21,906.21</b>	<b>236,116.16</b>	<b>42,082.84</b>
<b>Department: 450 - Economic Development</b>						
<a href="#">10-450-55800</a>	DUES & UBSCRIPTIONS - ECO DEV	5,500.00	5,500.00	0.00	0.00	5,500.00
<a href="#">10-450-56300</a>	MARKETING EXPENSE - ECO DEV	500.00	500.00	0.00	0.00	500.00
<a href="#">10-450-56400</a>	PROFESSIONAL - ECO DEV	5,000.00	5,000.00	0.00	0.00	5,000.00
<a href="#">10-450-56900</a>	TRAVEL EXPENSE - ECO DEV	1,000.00	500.00	0.00	0.00	500.00
<a href="#">10-450-56950</a>	TRAINING & EDUCATION - ECO DEV	1,000.00	500.00	0.00	0.00	500.00
<a href="#">10-450-57400</a>	EQUIPMENT SOFTWARE CONTRACTS -ECO	0.00	13,000.00	0.00	9,000.00	4,000.00
<a href="#">10-450-90000</a>	SALARIES - ECO DEV	0.00	3,285.00	0.00	3,283.08	1.92
<a href="#">10-450-91500</a>	PAYROLL TAX - ECO DEV	0.00	255.00	0.00	251.06	3.94
<a href="#">10-450-92000</a>	RETIREMENT - ECO DEV	0.00	118.00	0.00	117.31	0.69
<a href="#">10-450-93000</a>	GROUP INSURANCE-ECO DEV	0.00	10.00	0.00	9.90	0.10
<b>Department: 450 - Economic Development Total:</b>		<b>13,000.00</b>	<b>28,668.00</b>	<b>0.00</b>	<b>12,661.35</b>	<b>16,006.65</b>
<b>Department: 500 - Emergency Management</b>						
<a href="#">10-500-50700</a>	OFFICE SUPPLIES-EM	100.00	100.00	0.00	0.00	100.00
<a href="#">10-500-51000</a>	REPAIRS AND MAINTENANCE-EM	200.00	1,000.00	0.00	1,665.00	-665.00
<a href="#">10-500-55600</a>	CONTRACT LABOR-EM	19,000.00	19,000.00	0.00	13,002.00	5,998.00
<a href="#">10-500-56900</a>	TRAVEL EXPENSE-EM	300.00	300.00	0.00	0.00	300.00
<a href="#">10-500-56950</a>	TRAINING & EDUCATION-EM	200.00	200.00	0.00	0.00	200.00
<a href="#">10-500-95500</a>	CAPITAL ASSETS EQUIPMENT-EMG	0.00	0.00	0.00	18.95	-18.95
<b>Department: 500 - Emergency Management Total:</b>		<b>19,800.00</b>	<b>20,600.00</b>	<b>0.00</b>	<b>14,685.95</b>	<b>5,914.05</b>
<b>Expense Total:</b>		<b>2,858,563.00</b>	<b>3,449,519.00</b>	<b>179,020.53</b>	<b>2,928,853.93</b>	<b>520,665.07</b>
<b>Fund: 10 - GENERAL FUND Surplus (Deficit):</b>		<b>356,154.00</b>	<b>-1.00</b>	<b>308,889.93</b>	<b>307,715.99</b>	

**Income Statement**

For Fiscal: 2024 Period Ending: 12/31/24 Item # 3.

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 20 - WATER AND SEWER FUND</b>						
<b>Revenue</b>						
<b>Department: 600 - Water</b>						
<a href="#">20-600-40700</a>	METER REPLACEMENT/ INSTALLATIONS-W	35,000.00	85,000.00	0.00	80,054.00	4,946.00
<a href="#">20-600-40800</a>	MISCELLANEOUS INCOME-WATER	1,000.00	1,000.00	30.00	2,295.37	-1,295.37
<a href="#">20-600-40850</a>	CONVENIENCE FEE-WATER	22,000.00	22,000.00	1,766.73	20,378.78	1,621.22
<a href="#">20-600-40920</a>	PENALTY INCOME-WATER	45,000.00	45,000.00	1,750.27	38,753.11	6,246.89
<a href="#">20-600-42000</a>	GRANT RECEIPTS-WATER	3,750.00	4,200.00	0.00	4,115.50	84.50
<a href="#">20-600-43000</a>	INTEREST INCOME-WATER	30,000.00	38,000.00	3,283.06	37,812.71	187.29
<a href="#">20-600-44100</a>	UTILITY LOCATE FEES	0.00	200.00	0.00	275.00	-75.00
<a href="#">20-600-44110</a>	NEW CONSTN METER INSTALLATION	0.00	10,000.00	1,300.00	14,325.00	-4,325.00
<a href="#">20-600-44120</a>	WATER CAPACITY FEES	0.00	12,000.00	1,600.00	17,600.00	-5,600.00
<a href="#">20-600-46000</a>	TRANSFER IN-WATER	713,040.00	1,013,729.00	0.00	0.00	1,013,729.00
<a href="#">20-600-48510</a>	WATER SALES - CITY COMMERCIAL (WATER	132,825.00	120,750.00	7,612.23	103,948.86	16,801.14
<a href="#">20-600-48515</a>	WATER SALES - RURAL COMMERCIAL (WAT	8,400.00	7,718.00	529.19	6,999.92	718.08
<a href="#">20-600-48520</a>	WATER SALES - CITY RESIDENTIAL (WATER)	679,907.00	650,000.00	52,179.37	633,236.29	16,763.71
<a href="#">20-600-48525</a>	WATER SALES - RURAL RESIDENTIAL (WATE	425,000.00	440,000.00	31,413.29	401,618.94	38,381.06
<a href="#">20-600-48531</a>	WATER BULK RENTAL FEE	0.00	0.00	400.00	400.00	-400.00
<a href="#">20-600-49000</a>	CAPITAL ASSET SALES-WATER	5,000.00	5,000.00	0.00	4,725.50	274.50
	<b>Department: 600 - Water Total:</b>	<b>2,100,922.00</b>	<b>2,454,597.00</b>	<b>101,864.14</b>	<b>1,366,538.98</b>	<b>1,088,058.02</b>
<b>Department: 700 - Sewer</b>						
<a href="#">20-700-40800</a>	MISCELLANEOUS INCOME-SEWER	1,000.00	1,000.00	0.00	0.00	1,000.00
<a href="#">20-700-40850</a>	CONVENIENCE FEE-SEWER	22,000.00	22,000.00	1,766.73	20,380.20	1,619.80
<a href="#">20-700-40920</a>	PENALTY INCOME-SEWER	35,000.00	35,000.00	2,682.42	29,981.47	5,018.53
<a href="#">20-700-40960</a>	TRASH INCOME-SEWER	0.00	12,000.00	0.00	11,893.09	106.91
<a href="#">20-700-42000</a>	GRANT RECEIPTS-SEWER	708,668.00	330,000.00	47,674.54	374,344.18	-44,344.18
<a href="#">20-700-42100</a>	HOOK UP FEES RECEIVE-SEWER	40,000.00	120,000.00	0.00	115,700.00	4,300.00
<a href="#">20-700-43000</a>	INTEREST INCOME-SEWER	30,000.00	30,000.00	3,283.06	37,808.70	-7,808.70
<a href="#">20-700-44100</a>	TREATMENT FACILITY FEES	0.00	4,800.00	400.00	4,400.00	400.00
<a href="#">20-700-44110</a>	SEWER LATERAL CONNECTION FEES	0.00	4,800.00	400.00	4,400.00	400.00
<a href="#">20-700-44120</a>	SEWER CAPACITY FEES	0.00	1,200.00	0.00	600.00	600.00
<a href="#">20-700-46000</a>	TRANSFER IN-SEWER	605,000.00	784,000.00	0.00	0.00	784,000.00
<a href="#">20-700-48800</a>	SEWER SALES-SEWER	1,780,000.00	1,780,000.00	144,325.82	1,648,281.82	131,718.18
<a href="#">20-700-49000</a>	CAPITAL ASSET SALES-SEWER	5,000.00	5,000.00	0.00	4,725.50	274.50
	<b>Department: 700 - Sewer Total:</b>	<b>3,226,668.00</b>	<b>3,129,800.00</b>	<b>200,532.57</b>	<b>2,252,514.96</b>	<b>877,285.04</b>
	<b>Revenue Total:</b>	<b>5,327,590.00</b>	<b>5,584,397.00</b>	<b>302,396.71</b>	<b>3,619,053.94</b>	<b>1,965,343.06</b>
<b>Expense</b>						
<b>Department: 600 - Water</b>						
<a href="#">20-600-50000</a>	CHEMICALS-WATER	20,000.00	20,000.00	0.00	14,331.03	5,668.97
<a href="#">20-600-50130</a>	SUPPLIES-WATER	60,000.00	63,000.00	636.57	66,043.96	-3,043.96
<a href="#">20-600-50200</a>	LABORATORY FEES-WATER	2,000.00	2,000.00	173.00	2,136.00	-136.00
<a href="#">20-600-50300</a>	LABORATORY SUPPLIES-WATER	29,447.00	15,500.00	0.00	17,074.24	-1,574.24
<a href="#">20-600-50500</a>	BUILDING MAINTENANCE-WATER	5,000.00	5,000.00	0.00	47.98	4,952.02
<a href="#">20-600-50550</a>	CUSTODIAL SUPPLIES-WATER	500.00	500.00	57.24	118.61	381.39
<a href="#">20-600-50600</a>	MISCELLANEOUS EXPENSE-WATER	100.00	100.00	0.00	0.00	100.00
<a href="#">20-600-50700</a>	OFFICE SUPPLIES-WATER	3,500.00	3,500.00	246.88	3,715.80	-215.80
<a href="#">20-600-50750</a>	POSTAGE-WATER	13,000.00	13,000.00	1,062.47	12,724.64	275.36
<a href="#">20-600-51000</a>	REPAIRS AND MAINTENANCE-WATER	80,000.00	100,000.00	827.93	98,195.21	1,804.79
<a href="#">20-600-52000</a>	SUPPLIES SMALL EQUIPMENT-WATER	10,000.00	10,000.00	749.70	7,855.50	2,144.50
<a href="#">20-600-52500</a>	METER REPLACEMENT-WATER	20,000.00	20,000.00	0.00	8,636.73	11,363.27
<a href="#">20-600-55200</a>	ADVERTISING-WATER	1,000.00	1,000.00	37.50	787.35	212.65
<a href="#">20-600-55400</a>	AUDIT EXPENSE-WATER	6,500.00	6,500.00	0.00	5,000.00	1,500.00
<a href="#">20-600-55500</a>	BANK/CREDIT CARD FEES-WATER	19,000.00	40,000.00	5,746.61	42,242.19	-2,242.19
<a href="#">20-600-55600</a>	CONTRACT LABOR--WATER	5,000.00	5,000.00	0.00	0.00	5,000.00
<a href="#">20-600-55800</a>	DUES AND SUBSCRIPTIONS-WATER	2,100.00	2,100.00	1,425.00	8,447.49	-6,347.49
<a href="#">20-600-55850</a>	EQUIPMENT RENTAL-WATER	2,000.00	7,000.00	38.10	6,278.39	721.61
<a href="#">20-600-56000</a>	INSURANCE-WATER	25,854.00	25,854.00	15,001.69	38,238.53	-12,384.53
<a href="#">20-600-56200</a>	LEGAL-WATER	1,000.00	1,000.00	0.00	0.00	1,000.00

Income Statement

For Fiscal: 2024 Period Ending: 12

Item # 3.

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Remaining
<a href="#">20-600-56400</a>	PROFESSIONAL-WATER	60,000.00	71,400.00	2,494.57	42,678.86	28,721.14
<a href="#">20-600-56500</a>	SAFETY PROGRAM-WATER	200.00	200.00	0.00	118.76	81.24
<a href="#">20-600-56900</a>	TRAVEL EXPENSE-WATER	1,000.00	500.00	0.00	0.00	500.00
<a href="#">20-600-56950</a>	TRAINING & EDUCATION-WATER	2,000.00	2,000.00	0.00	125.00	1,875.00
<a href="#">20-600-57400</a>	EQUIPMENT/SOFTWARE CONTRACTS-WAT	21,000.00	25,000.00	0.00	31,477.31	-6,477.31
<a href="#">20-600-61000</a>	TELEPHONE WATER	2,400.00	2,400.00	52.17	1,743.55	656.45
<a href="#">20-600-61050</a>	INTERNET-WATER	6,025.00	6,025.00	268.56	5,282.40	742.60
<a href="#">20-600-62000</a>	UTILITIES ELECTRIC-WATER	120,600.00	120,600.00	0.00	99,799.62	20,800.38
<a href="#">20-600-62100</a>	UTILITIES GAS-WATER	5,000.00	5,000.00	252.34	2,203.04	2,796.96
<a href="#">20-600-62300</a>	UTILITIES OTHER-WATER	2,400.00	2,400.00	157.78	2,170.77	229.23
<a href="#">20-600-70000</a>	VEHICLE EXPENSE FUEL-WATER	10,000.00	14,000.00	927.65	12,862.39	1,137.61
<a href="#">20-600-70100</a>	EQUIPMENT FUEL-WATER	4,500.00	4,500.00	0.00	316.09	4,183.91
<a href="#">20-600-71000</a>	VEHICLE REPAIR & MAINT-WATER	4,000.00	10,000.00	1,017.62	9,207.47	792.53
<a href="#">20-600-71100</a>	EQUIPMENT REPAIR & MAINT-WATER	3,000.00	3,000.00	15.91	3,080.72	-80.72
<a href="#">20-600-75000</a>	VEHICLE LEASE-WATER	37,860.00	37,860.00	3,025.80	38,130.42	-270.42
<a href="#">20-600-75100</a>	EQUIPMENT LEASE	15,894.00	15,894.00	1,059.73	12,716.76	3,177.24
<a href="#">20-600-90000</a>	SALARIES-WATER	456,794.00	462,836.00	35,047.93	439,504.33	23,331.67
<a href="#">20-600-90500</a>	SALARIES OVERTIME-WATER	4,000.00	10,000.00	205.15	10,151.39	-151.39
<a href="#">20-600-91500</a>	PAYROLL TAXES-WATER	36,863.00	37,827.00	2,557.76	33,608.27	4,218.73
<a href="#">20-600-92000</a>	RETIREMENT-WATER	40,366.00	43,649.00	2,865.23	36,613.93	7,035.07
<a href="#">20-600-92100</a>	PENSION EXPENSE-WATER	40,000.00	40,000.00	0.00	0.00	40,000.00
<a href="#">20-600-92500</a>	UNIFORMS-WATER	2,700.00	3,100.00	157.56	2,668.31	431.69
<a href="#">20-600-93000</a>	GROUP INSURANCE-WATER	76,777.00	68,971.00	7,654.70	86,273.90	-17,302.90
<a href="#">20-600-95100</a>	CAPITAL ASSET EXP-WATER	176,000.00	297,000.00	2,434.23	129,076.41	167,923.59
<a href="#">20-600-95500</a>	CAPITAL ASSET EQUIPMENT-WATER	14,500.00	31,339.00	1,363.72	42,891.34	-11,552.34
<a href="#">20-600-96000</a>	PRINCIPAL EXPENSE-WATER	87,500.00	87,500.00	0.00	87,500.00	0.00
<a href="#">20-600-96200</a>	INTEREST EXPENSE-WATER	13,529.00	13,529.00	0.00	13,481.74	47.26
<a href="#">20-600-96400</a>	FISCAL AGENT FEES-WATER	1,500.00	1,500.00	0.00	1,500.00	0.00
<a href="#">20-600-97100</a>	BAD DEBT EXPENSE-WATER	3,000.00	3,000.00	0.00	0.00	3,000.00
<a href="#">20-600-97300</a>	TRANSFER TO GCG-WATER	545,000.00	692,000.00	0.00	0.00	692,000.00
<b>Department: 600 - Water Total:</b>		<b>2,100,409.00</b>	<b>2,454,084.00</b>	<b>87,561.10</b>	<b>1,477,056.43</b>	<b>977,027.57</b>

Department: 700 - Sewer

<a href="#">20-700-50000</a>	CHEMICALS	10,000.00	7,000.00	0.00	0.00	7,000.00
<a href="#">20-700-50130</a>	SUPPLIES-SEWER	10,000.00	12,000.00	636.57	11,461.54	538.46
<a href="#">20-700-50300</a>	LABORATORY SUPPLIES-SEWER	0.00	550.00	0.00	523.49	26.51
<a href="#">20-700-50350</a>	PERMIT FEES-SEWER	3,000.00	3,000.00	3,000.00	3,000.00	0.00
<a href="#">20-700-50500</a>	BUILDING MAINTENANCE-SEWER	5,000.00	5,000.00	0.00	52.25	4,947.75
<a href="#">20-700-50550</a>	CUSTODIAL SUPPLIES-SEWER	300.00	300.00	57.24	118.63	181.37
<a href="#">20-700-50600</a>	MISCELLANEOUS EXPENSE-SEWER	100.00	100.00	0.00	0.00	100.00
<a href="#">20-700-50700</a>	OFFICE SUPPLIES-SEWER	2,500.00	3,500.00	246.88	3,615.82	-115.82
<a href="#">20-700-50750</a>	POSTAGE-SEWER	13,000.00	13,000.00	1,062.45	12,695.82	304.18
<a href="#">20-700-51000</a>	REPAIRS AND MAINTENANCE-SEWER	80,000.00	80,000.00	7,781.50	50,276.88	29,723.12
<a href="#">20-700-52000</a>	SUPPLIES SMALL EQUIPMENT-SEWER	10,000.00	10,000.00	0.00	4,713.36	5,286.64
<a href="#">20-700-55100</a>	HOOK UP EXPENSE-SEWER	100.00	100.00	0.00	0.00	100.00
<a href="#">20-700-55200</a>	ADVERTISING-SEWER	300.00	1,000.00	37.50	787.35	212.65
<a href="#">20-700-55400</a>	AUDIT EXPENSE-SEWER	6,000.00	6,000.00	0.00	5,000.00	1,000.00
<a href="#">20-700-55500</a>	BANK/CREDIT CARD FEES-SEWER	19,000.00	40,000.00	5,746.61	42,242.19	-2,242.19
<a href="#">20-700-55600</a>	CONTRACT LABOR-SEWER	6,000.00	6,000.00	0.00	738.57	5,261.43
<a href="#">20-700-55800</a>	DUES AND SUBSCRIPTIONS-SEWER	300.00	300.00	0.00	22.48	277.52
<a href="#">20-700-55850</a>	EQUIPMENT RENTAL-SEWER	2,000.00	3,500.00	38.10	3,800.49	-300.49
<a href="#">20-700-56000</a>	INSURANCE-SEWER	36,658.63	36,658.63	14,500.00	47,438.10	-10,779.47
<a href="#">20-700-56200</a>	LEGAL-SEWER	50,000.00	50,000.00	0.00	0.00	50,000.00
<a href="#">20-700-56400</a>	PROFESSIONAL-SEWER	75,000.00	86,400.00	1,858.82	62,245.46	24,154.54
<a href="#">20-700-56500</a>	SAFETY PROGRAM-SEWER	200.00	200.00	0.00	110.26	89.74
<a href="#">20-700-56600</a>	CITIZEN TRASH EXPENSE-SEWER	0.00	23,000.00	0.00	22,481.15	518.85
<a href="#">20-700-56900</a>	TRAVEL EXPENSE-SEWER	1,000.00	1,000.00	0.00	0.00	1,000.00
<a href="#">20-700-56950</a>	TRAINING & EDUCATION-SEWER	2,000.00	2,000.00	0.00	0.00	2,000.00
<a href="#">20-700-57200</a>	RECYCLE CENTER EXPENSE	5,000.00	5,000.00	132.83	2,943.84	2,056.16
<a href="#">20-700-57400</a>	EQUIPMENT/SOFTWARE CONTRACTS-SEW	23,000.00	27,000.00	0.00	23,459.48	3,540.52

**Income Statement**

For Fiscal: 2024 Period Ending: 12

Item # 3.

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Remaining
<a href="#">20-700-58000</a>	SPRINGFIELD SEWER CHARGES-SEWER	648,000.00	648,000.00	0.00	565,448.01	82,551.99
<a href="#">20-700-61000</a>	TELEPHONE-SEWER	3,000.00	3,000.00	52.29	1,744.15	1,255.85
<a href="#">20-700-61050</a>	INTERNET-SEWER	5,900.00	5,900.00	268.56	5,282.40	617.60
<a href="#">20-700-62000</a>	UTILITIES ELECTRIC-SEWER	90,000.00	90,000.00	0.00	70,113.60	19,886.40
<a href="#">20-700-62100</a>	UTILITIES GAS-SEWER	1,600.00	1,600.00	54.72	615.71	984.29
<a href="#">20-700-62300</a>	UTILITIES OTHER-SEWER	2,200.00	2,200.00	157.78	2,170.80	29.20
<a href="#">20-700-70000</a>	VEHICLE EXPENSE FUEL-SEWER	12,000.00	12,000.00	927.65	12,862.39	-862.39
<a href="#">20-700-70100</a>	EQUIPMENT FUEL-SEWER	8,040.00	8,040.00	731.42	4,215.66	3,824.34
<a href="#">20-700-71000</a>	VEHICLE REPAIR & MAINT-SEWER	4,500.00	10,000.00	317.83	8,462.18	1,537.82
<a href="#">20-700-71100</a>	EQUIPMENT REPAIR & MAINT-SEWER	1,500.00	5,000.00	15.92	4,680.77	319.23
<a href="#">20-700-75000</a>	VEHICLE LEASE-SEWER	37,860.00	37,860.00	3,025.82	38,130.44	-270.44
<a href="#">20-700-75100</a>	EQUIPMENT LEASE	12,717.00	12,717.00	1,059.74	12,716.88	0.12
<a href="#">20-700-79000</a>	PROPERTY EASEMENT-SEWER	0.00	20,000.00	0.00	13,225.00	6,775.00
<a href="#">20-700-90000</a>	SALARIES-SEWER	537,296.70	607,854.00	34,435.75	428,438.13	179,415.87
<a href="#">20-700-90500</a>	SALARIES OVERTIME-SEWER	5,000.00	10,000.00	205.14	10,104.67	-104.67
<a href="#">20-700-91500</a>	PAYROLL TAXES-SEWER	43,383.74	49,428.00	2,562.53	32,781.02	16,646.98
<a href="#">20-700-92000</a>	RETIREMENT-SEWER	30,326.65	57,302.00	2,802.72	35,485.54	21,816.46
<a href="#">20-700-92100</a>	PENSION EXPENSE-SEWER	40,000.00	40,000.00	0.00	0.00	40,000.00
<a href="#">20-700-92500</a>	UNIFORMS-SEWER	2,700.00	3,100.00	157.57	2,668.34	431.66
<a href="#">20-700-93000</a>	GROUP INSURANCE-SEWER	100,537.19	104,737.00	7,331.34	78,503.22	26,233.78
<a href="#">20-700-95100</a>	CAPITAL ASSET EXP-SEWER	880,460.00	523,710.00	2,434.24	184,110.65	339,599.35
<a href="#">20-700-95500</a>	CAPITAL ASSET EQUIPMENT-SEWER	14,500.00	28,339.00	10,663.72	220,807.49	-192,468.49
<a href="#">20-700-96000</a>	PRINCIPAL EXPENSE-SEWER	202,500.00	202,500.00	0.00	198,933.52	3,566.48
<a href="#">20-700-96200</a>	INTEREST EXPENSE-SEWER	120,355.00	120,355.00	0.00	123,775.86	-3,420.86
<a href="#">20-700-96400</a>	FISCAL AGENT FEES-SEWER	2,250.00	2,250.00	0.00	1,500.00	750.00
<a href="#">20-700-97100</a>	BAD DEBT EXPENSE-SEWER	3,000.00	3,000.00	0.00	0.00	3,000.00
<b>Department: 700 - Sewer Total:</b>		<b>3,170,084.91</b>	<b>3,031,500.63</b>	<b>102,303.24</b>	<b>2,354,503.59</b>	<b>676,997.04</b>
<b>Expense Total:</b>		<b>5,270,493.91</b>	<b>5,485,584.63</b>	<b>189,864.34</b>	<b>3,831,560.02</b>	<b>1,654,024.61</b>
<b>Fund: 20 - WATER AND SEWER FUND Surplus (Deficit):</b>		<b>57,096.09</b>	<b>98,812.37</b>	<b>112,532.37</b>	<b>-212,506.08</b>	

**Income Statement**

For Fiscal: 2024 Period Ending: 12

Item # 3.

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Remaining	
<b>Fund: 30 - PARKS FUND</b>						
<b>Revenue</b>						
<b>Department: 800 - Parks</b>						
<a href="#">30-800-40000</a>	ADVERTISING REVENUE (PARKS)	30,000.00	18,500.00	0.00	17,282.38	1,217.62
<a href="#">30-800-40400</a>	CONCESSION INCOME	38,325.50	38,325.50	165.74	35,152.38	3,173.12
<a href="#">30-800-40500</a>	DONATIONS	0.00	0.00	0.00	1,955.00	-1,955.00
<a href="#">30-800-40600</a>	FACILITY INCOME	32,000.00	32,000.00	2,347.00	33,947.75	-1,947.75
<a href="#">30-800-40650</a>	FITNESS CENTER INCOME	49,000.00	49,000.00	5,989.29	61,030.33	-12,030.33
<a href="#">30-800-40800</a>	MISCELLANEOUS INCOME-PKS	2,000.00	2,000.00	0.00	491.59	1,508.41
<a href="#">30-800-40900</a>	PARK PERMIT FEES-PKS	10,000.00	34,000.00	800.00	35,050.00	-1,050.00
<a href="#">30-800-40950</a>	SWIM POOL INCOME	110,000.00	121,500.00	0.00	121,609.60	-109.60
<a href="#">30-800-41300</a>	FRANCHISE MOBILE PHONE TOWER	19,482.50	15,500.00	1,299.67	15,430.83	69.17
<a href="#">30-800-42000</a>	GRANT REVENUES-PKS	750,000.00	750,000.00	0.00	765,523.00	-15,523.00
<a href="#">30-800-43000</a>	INTEREST INCOME-PKS	3,300.00	5,000.00	124.58	3,797.79	1,202.21
<a href="#">30-800-45300</a>	TAX REAL ESTATE-PKS	126,840.00	126,840.00	2,986.43	70,017.57	56,822.43
<a href="#">30-800-45400</a>	TAX SALES & USE REVENUES-PKS	336,000.00	336,000.00	31,897.27	386,581.29	-50,581.29
<a href="#">30-800-45500</a>	TAX SALES CAP IMP-PKS	320,000.00	320,000.00	24,768.19	305,447.37	14,552.63
<a href="#">30-800-46000</a>	TRANSFER FROM GCG	1,638.25	349,177.00	0.00	276,500.00	72,677.00
<a href="#">30-800-46500</a>	TRANSFER IN PARKS	50,000.50	52,000.00	0.00	0.00	52,000.00
<a href="#">30-800-47000</a>	ADULT PROGRAMS-PKS	6,630.00	5,000.00	40.00	3,116.20	1,883.80
<a href="#">30-800-47100</a>	YOUTH PROGRAMS-PKS	6,500.00	14,000.00	297.00	4,747.50	9,252.50
<a href="#">30-800-47200</a>	YOUTH CAMP-PKS	70,000.00	70,000.00	1,775.02	74,900.52	-4,900.52
<a href="#">30-800-47300</a>	YOUTH SPORTS-PKS	42,000.00	39,000.00	780.00	39,591.00	-591.00
<a href="#">30-800-48000</a>	FREEDOM FEST INCOME	11,000.00	15,000.00	0.00	15,090.00	-90.00
<a href="#">30-800-48100</a>	SPECIAL EVENT INCOME	6,500.00	3,000.00	0.00	2,548.00	452.00
<a href="#">30-800-48200</a>	SHIRT INCOME	100.00	100.00	0.00	0.00	100.00
<a href="#">30-800-49000</a>	CAPITAL ASSET SALES-PKS	2,000.00	2,000.00	0.00	500.00	1,500.00
<b>Department: 800 - Parks Total:</b>		<b>2,023,316.75</b>	<b>2,397,942.50</b>	<b>73,270.19</b>	<b>2,270,310.10</b>	<b>127,632.40</b>
<b>Revenue Total:</b>		<b>2,023,316.75</b>	<b>2,397,942.50</b>	<b>73,270.19</b>	<b>2,270,310.10</b>	<b>127,632.40</b>
<b>Expense</b>						
<b>Department: 800 - Parks</b>						
<a href="#">30-800-50000</a>	CHEMICALS-PKS	15,000.00	21,000.00	0.00	20,883.07	116.93
<a href="#">30-800-50110</a>	SUPPLIES - GROUNDS	2,000.00	4,000.00	0.00	3,859.97	140.03
<a href="#">30-800-50130</a>	SUPPLIES GENERAL-PKS	3,000.00	4,000.00	1.65	4,277.58	-277.58
<a href="#">30-800-50140</a>	SUPPLIES-AQUATIC	7,000.00	7,000.00	0.00	2,469.79	4,530.21
<a href="#">30-800-50150</a>	SUPPLIES-SPORTS SHIRTS (PARKS)	8,500.00	8,500.00	0.00	5,679.15	2,820.85
<a href="#">30-800-50170</a>	SUPPLIES SPECIAL ACTIVITY-PKS	6,000.00	7,000.00	39.07	7,358.66	-358.66
<a href="#">30-800-50175</a>	SUPPLIES YOUTH PROGRAM-PKS	500.00	700.00	0.00	699.10	0.90
<a href="#">30-800-50177</a>	SUPPLIES-YOUTH CAMP	4,000.00	4,700.00	0.00	4,657.16	42.84
<a href="#">30-800-50180</a>	SUPPLIES SPORTS-PKS	9,000.00	9,000.00	0.00	6,708.45	2,291.55
<a href="#">30-800-50190</a>	TREE CITY USA-PKS	12,800.00	17,000.00	508.00	16,679.04	320.96
<a href="#">30-800-50200</a>	CONCESSIONS-PKS	25,000.00	25,000.00	612.30	20,858.67	4,141.33
<a href="#">30-800-50210</a>	TURF MAINTENANCE-PKS	2,500.00	2,500.00	0.00	2,273.04	226.96
<a href="#">30-800-50400</a>	FITNESS CENTER EXPENSE	3,150.00	3,150.00	0.00	2,722.40	427.60
<a href="#">30-800-50450</a>	FREEDOM FEST EXPENSE	22,221.00	22,600.00	220.59	23,250.07	-650.07
<a href="#">30-800-50500</a>	BUILDING MAINTENANCE-PKS	10,050.00	27,000.00	0.00	26,224.22	775.78
<a href="#">30-800-50550</a>	CUSTODIAL SUPPLIES-PKS	5,025.00	5,025.00	246.11	4,737.74	287.26
<a href="#">30-800-50600</a>	MISCELLANEOUS EXPENSE-PKS	100.00	100.00	0.00	0.00	100.00
<a href="#">30-800-50700</a>	OFFICE SUPPLIES-PKS	1,400.00	2,000.00	55.23	1,818.82	181.18
<a href="#">30-800-50750</a>	POSTAGE-PKS	100.00	100.00	11.18	23.18	76.82
<a href="#">30-800-51000</a>	REPAIRS AND MAINTENANCE-PKS	5,000.00	7,500.00	0.00	7,305.96	194.04
<a href="#">30-800-52000</a>	SUPPLIES SMALL EQUIPMENT-PKS	5,000.00	7,000.00	0.00	6,339.25	660.75
<a href="#">30-800-55200</a>	ADVERTISING-PKS	6,000.00	6,000.00	0.00	5,103.27	896.73
<a href="#">30-800-55400</a>	AUDIT EXPENSE-PKS	1,000.00	2,050.00	0.00	1,000.00	1,050.00
<a href="#">30-800-55500</a>	BANK/CREDIT CARD FEES-PKS	500.00	500.00	26.82	251.35	248.65
<a href="#">30-800-55600</a>	CONTRACT LABOR-PKS	503.00	3,898.00	0.00	1,610.00	2,288.00
<a href="#">30-800-55800</a>	DUES AND SUBSCRIPTIONS-PKS	3,819.00	4,000.00	0.00	3,932.92	67.08
<a href="#">30-800-55850</a>	EQUIPMENT RENTAL-PKS	3,015.00	7,000.00	939.47	8,909.42	-1,909.42
<a href="#">30-800-56000</a>	INSURANCE-PKS	38,421.00	47,000.00	8,586.01	50,203.61	-3,203.61



Income Statement

For Fiscal: 2024 Period Ending: 12/31

Item # 3.

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Remaining
<u>30-800-56200</u>	LEGAL-PKS	1,010.00	1,010.00	0.00	0.00	1,010.00
<u>30-800-56400</u>	PROFESSIONAL-PKS	5,050.00	5,050.00	734.55	5,402.32	-352.32
<u>30-800-56450</u>	CONTRACT SERVICES/SECURITY-PKS	1,005.00	1,005.00	165.00	660.00	345.00
<u>30-800-56500</u>	SAFETY PROGRAM-PKS	2,010.00	3,600.00	0.00	3,524.99	75.01
<u>30-800-56900</u>	TRAVEL EXPENSE-PKS	2,010.00	3,600.00	0.00	3,526.92	73.08
<u>30-800-56950</u>	TRAINING & EDUCATION-PKS	3,518.00	3,600.00	10.00	3,628.00	-28.00
<u>30-800-57400</u>	EQUIPMENT/SOFTWARE CONTRACTS-PKS	12,500.00	18,000.00	0.00	16,709.92	1,290.08
<u>30-800-61000</u>	TELEPHONE-PKS	2,695.00	2,695.00	1,949.06	4,270.27	-1,575.27
<u>30-800-61050</u>	INTERNET-PARKS	5,930.00	5,930.00	281.67	5,484.42	445.58
<u>30-800-62000</u>	UTILITIES ELECTRIC-PKS	61,305.00	61,305.00	0.00	37,358.25	23,946.75
<u>30-800-62100</u>	UTILITIES GAS PKS	6,231.00	8,000.00	734.98	6,651.20	1,348.80
<u>30-800-62300</u>	UTILITIES OTHER-PKS	5,025.00	7,500.00	570.51	7,381.36	118.64
<u>30-800-70000</u>	VEHICLE EXPENSE FUEL-PKS	8,543.00	8,543.00	572.85	7,730.06	812.94
<u>30-800-70100</u>	EQUIPMENT FUEL-PKS	8,040.00	8,500.00	306.87	10,450.36	-1,950.36
<u>30-800-71000</u>	VEHICLE REPAIR & MAINT-PKS	1,508.00	8,000.00	94.63	6,526.88	1,473.12
<u>30-800-71100</u>	EQUIPMENT REPAIR & MAINT-PKS	10,050.00	15,000.00	0.00	14,817.27	182.73
<u>30-800-75000</u>	VEHICLE LEASE-PKS	20,198.00	23,320.00	1,974.87	21,201.09	2,118.91
<u>30-800-90000</u>	SALARIES-PKS	283,738.00	292,038.00	25,295.45	373,854.77	-81,816.77
<u>30-800-90500</u>	SALARIES OVERTIME-PKS	3,500.00	5,000.00	72.25	5,397.35	-397.35
<u>30-800-91000</u>	SALARIES SEASONAL-PKS	335,000.00	335,000.00	9,590.70	321,913.92	13,086.08
<u>30-800-91500</u>	PAYROLL TAXES-PKS	49,779.00	50,563.00	2,646.93	53,371.26	-2,808.26
<u>30-800-92000</u>	RETIREMENT-PKS	22,684.00	27,633.00	1,972.38	26,859.70	773.30
<u>30-800-92500</u>	UNIFORMS-PKS	500.00	6,000.00	0.00	6,023.48	-23.48
<u>30-800-93000</u>	GROUP INSURANCE-PKS	57,210.00	57,089.00	5,184.00	52,155.05	4,933.95
<u>30-800-95100</u>	CAPITAL ASSET EXP-PKS	125,000.00	240,450.00	0.00	189,310.78	51,139.22
<u>30-800-95500</u>	CAPITAL ASSET EQUIPMENT-PKS	477,200.00	632,714.00	1,447.99	569,313.55	63,400.45
<u>30-800-96000</u>	PRINCIPAL EXPENSE-PKS	235,000.00	235,000.00	0.00	235,000.00	0.00
<u>30-800-96200</u>	INTEREST EXPENSE-PKS	74,882.00	74,882.00	0.00	74,694.49	187.51
<u>30-800-96400</u>	FISCAL AGENT FEES	1,500.00	1,500.00	750.00	1,500.00	0.00
<b>Department: 800 - Parks Total:</b>		<b>2,023,225.00</b>	<b>2,397,850.00</b>	<b>65,601.12</b>	<b>2,304,553.55</b>	<b>93,296.45</b>
<b>Expense Total:</b>		<b>2,023,225.00</b>	<b>2,397,850.00</b>	<b>65,601.12</b>	<b>2,304,553.55</b>	<b>93,296.45</b>
<b>Fund: 30 - PARKS FUND Surplus (Deficit):</b>		<b>91.75</b>	<b>92.50</b>	<b>7,669.07</b>	<b>-34,243.45</b>	
<b>Total Surplus (Deficit):</b>		<b>413,341.84</b>	<b>98,903.87</b>	<b>429,091.37</b>	<b>60,966.46</b>	

**Income Statement**

For Fiscal: 2024 Period Ending: 12/31/2023  
**Group Summary** Item # 3.

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 10 - GENERAL FUND</b>					
<b>Revenue</b>					
100 - General Government	2,153,140.00	2,366,941.00	149,108.19	2,234,938.30	132,002.70
200 - Law	181,100.00	204,100.00	8,481.49	149,189.58	54,910.42
250 - Court	120,600.00	85,600.00	5,400.19	74,986.66	10,613.34
300 - Streets	726,419.00	727,419.00	321,511.09	742,559.82	-15,140.82
400 - Planning & Development	25,000.00	57,000.00	3,409.50	34,895.56	22,104.44
500 - Emergency Management	8,458.00	8,458.00	0.00	0.00	8,458.00
<b>Revenue Total:</b>	<b>3,214,717.00</b>	<b>3,449,518.00</b>	<b>487,910.46</b>	<b>3,236,569.92</b>	<b>212,948.08</b>
<b>Expense</b>					
100 - General Government	430,704.00	896,184.00	24,742.42	695,385.28	200,798.72
200 - Law	1,172,249.00	1,164,294.00	95,157.78	1,031,706.71	132,587.29
250 - Court	126,867.00	129,363.00	10,689.31	124,610.22	4,752.78
300 - Streets	863,563.00	932,211.00	26,524.81	813,688.26	118,522.74
400 - Planning & Development	232,380.00	278,199.00	21,906.21	236,116.16	42,082.84
450 - Economic Development	13,000.00	28,668.00	0.00	12,661.35	16,006.65
500 - Emergency Management	19,800.00	20,600.00	0.00	14,685.95	5,914.05
<b>Expense Total:</b>	<b>2,858,563.00</b>	<b>3,449,519.00</b>	<b>179,020.53</b>	<b>2,928,853.93</b>	<b>520,665.07</b>
<b>Fund: 10 - GENERAL FUND Surplus (Deficit):</b>	<b>356,154.00</b>	<b>-1.00</b>	<b>308,889.93</b>	<b>307,715.99</b>	<b>-307,716.99</b>

**Income Statement**

For Fiscal: 2024 Period Ending: 12/31/2023 Item # 3.

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Remaining
<b>Fund: 20 - WATER AND SEWER FUND</b>					
<b>Revenue</b>					
600 - Water	2,100,922.00	2,454,597.00	101,864.14	1,366,538.98	1,088,058.02
700 - Sewer	3,226,668.00	3,129,800.00	200,532.57	2,252,514.96	877,285.04
<b>Revenue Total:</b>	<b>5,327,590.00</b>	<b>5,584,397.00</b>	<b>302,396.71</b>	<b>3,619,053.94</b>	<b>1,965,343.06</b>
<b>Expense</b>					
600 - Water	2,100,409.00	2,454,084.00	87,561.10	1,477,056.43	977,027.57
700 - Sewer	3,170,084.91	3,031,500.63	102,303.24	2,354,503.59	676,997.04
<b>Expense Total:</b>	<b>5,270,493.91</b>	<b>5,485,584.63</b>	<b>189,864.34</b>	<b>3,831,560.02</b>	<b>1,654,024.61</b>
<b>Fund: 20 - WATER AND SEWER FUND Surplus (Deficit):</b>	<b>57,096.09</b>	<b>98,812.37</b>	<b>112,532.37</b>	<b>-212,506.08</b>	<b>311,318.45</b>

**Income Statement**

For Fiscal: 2024 Period Ending: 12/31/2024 Item # 3.

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Remaining
<b>Fund: 30 - PARKS FUND</b>					
<b>Revenue</b>					
800 - Parks	2,023,316.75	2,397,942.50	73,270.19	2,270,310.10	127,632.40
<b>Revenue Total:</b>	<b>2,023,316.75</b>	<b>2,397,942.50</b>	<b>73,270.19</b>	<b>2,270,310.10</b>	<b>127,632.40</b>
<b>Expense</b>					
800 - Parks	2,023,225.00	2,397,850.00	65,601.12	2,304,553.55	93,296.45
<b>Expense Total:</b>	<b>2,023,225.00</b>	<b>2,397,850.00</b>	<b>65,601.12</b>	<b>2,304,553.55</b>	<b>93,296.45</b>
<b>Fund: 30 - PARKS FUND Surplus (Deficit):</b>	<b>91.75</b>	<b>92.50</b>	<b>7,669.07</b>	<b>-34,243.45</b>	<b>34,335.95</b>
<b>Total Surplus (Deficit):</b>	<b>413,341.84</b>	<b>98,903.87</b>	<b>429,091.37</b>	<b>60,966.46</b>	

**Income Statement**

For Fiscal: 2024 Period Ending: 12/31/2024 Item # 3.

**Fund Summary**

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10 - GENERAL FUND	356,154.00	-1.00	308,889.93	307,715.99	-307,716.99
20 - WATER AND SEWER FUN	57,096.09	98,812.37	112,532.37	-212,506.08	311,318.45
30 - PARKS FUND	91.75	92.50	7,669.07	-34,243.45	34,335.95
<b>Total Surplus (Deficit):</b>	<b>413,341.84</b>	<b>98,903.87</b>	<b>429,091.37</b>	<b>60,966.46</b>	

**CITY OF WILLARD  
BOARD OF ALDERMEN**



Item # 4.

**AGENDA ITEM #3d  
FINANCE DEPARTMENT**

**ACTION REQUIRED: APPROVAL REQUESTED**

- **December 2024/January 2025 Outstanding Invoices**
- **December 2024/January 2025 Check Paid Invoices and Draft Paid Invoices**



City of Willard, MO

# Expense Approval Report Item # 4.

By Vendor Name

Post Dates 1/14/2025 - 1/24/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: ACS100 - AMAZON CAPITAL SERVICES INC</b>					
AMAZON CAPITAL SERVICES I	93HF	01/24/2025	FILE FOLDERS (x500) - COURT	10-250-50700	49.88
AMAZON CAPITAL SERVICES I	FPGY	01/24/2025	W-2 TAX FORMS - GEN	10-100-50700	67.35
AMAZON CAPITAL SERVICES I	MWVX	01/24/2025	1099 NEC TAX FORMS - GEN	10-100-50700	41.49
AMAZON CAPITAL SERVICES I	NJ71	01/24/2025	3x5 NOTEBOOKS, MOUSE, KEYBOARD, WHITE OUT-LAW/CT	10-100-50700	6.79
AMAZON CAPITAL SERVICES I	NJ71	01/24/2025	3x5 NOTEBOOKS, MOUSE, KEYBOARD, WHITE OUT-LAW/CT	10-200-50700	16.99
AMAZON CAPITAL SERVICES I	NJ71	01/24/2025	3x5 NOTEBOOKS, MOUSE, KEYBOARD, WHITE OUT-LAW/CT	10-200-52000	29.99
AMAZON CAPITAL SERVICES I	NJ71	01/24/2025	3x5 NOTEBOOKS, MOUSE, KEYBOARD, WHITE OUT-LAW/CT	10-250-50700	6.80
AMAZON CAPITAL SERVICES I	NK6H	01/24/2025	(100) FILE FOLDERS - GEN	10-100-50700	13.30
AMAZON CAPITAL SERVICES I	NL7F	01/24/2025	FILE FOLDERS (x250) - GEN/W/S	10-100-50700	18.70
AMAZON CAPITAL SERVICES I	NL7F	01/24/2025	FILE FOLDERS (x250) - GEN/W/S	20-600-50700	3.12
AMAZON CAPITAL SERVICES I	NL7F	01/24/2025	FILE FOLDERS (x250) - GEN/W/S	20-700-50700	3.12
AMAZON CAPITAL SERVICES I	QXNV	01/24/2025	1099 MISC TAX FORMS - GEN	10-100-50700	17.48
AMAZON CAPITAL SERVICES I	V664	01/24/2025	EXPUNGED SELF-INKING STAMP - LAW	10-200-50700	14.99
<b>Vendor ACS100 - AMAZON CAPITAL SERVICES INC Total:</b>					<b>290.00</b>
<b>Vendor: APA200 - ASSET PANDA</b>					
ASSET PANDA	Q014657	01/24/2025	ANNUAL SUBSCRPTN - ALL	10-100-57400	100.00
ASSET PANDA	Q014657	01/24/2025	ANNUAL SUBSCRPTN - ALL	10-200-57400	400.00
ASSET PANDA	Q014657	01/24/2025	ANNUAL SUBSCRPTN - ALL	10-250-57400	100.00
ASSET PANDA	Q014657	01/24/2025	ANNUAL SUBSCRPTN - ALL	10-300-57400	100.00
ASSET PANDA	Q014657	01/24/2025	ANNUAL SUBSCRPTN - ALL	10-400-57400	100.00
ASSET PANDA	Q014657	01/24/2025	ANNUAL SUBSCRPTN - ALL	20-600-57400	400.00
ASSET PANDA	Q014657	01/24/2025	ANNUAL SUBSCRPTN - ALL	20-700-57400	400.00
ASSET PANDA	Q014657	01/24/2025	ANNUAL SUBSCRPTN - ALL	30-800-57400	400.00
<b>Vendor APA200 - ASSET PANDA Total:</b>					<b>2,000.00</b>
<b>Vendor: CRC200 - BIG BEAR SHREDDING</b>					
BIG BEAR SHREDDING	38942	01/24/2025	SHREDDING FEES-GEN	10-100-56400	69.00
<b>Vendor CRC200 - BIG BEAR SHREDDING Total:</b>					<b>69.00</b>
<b>Vendor: BWI200 - BULK WASTE LLC d/b/a BWI SANITATION</b>					
BULK WASTE LLC d/b/a BWI S	S24-15830	01/24/2025	PARK TOILET RENTALS - PKS	30-800-55850	457.80
<b>Vendor BWI200 - BULK WASTE LLC d/b/a BWI SANITATION Total:</b>					<b>457.80</b>
<b>Vendor: CFS100 - CANON FINANCIAL SERVICES, INC</b>					
CANON FINANCIAL SERVICES,	37831813	01/24/2025	COPIER LEASE-ALL	10-100-55850	75.03
CANON FINANCIAL SERVICES,	37831813	01/24/2025	COPIER LEASE-ALL	10-200-55850	131.02
CANON FINANCIAL SERVICES,	37831813	01/24/2025	COPIER LEASE-ALL	10-250-55850	8.34
CANON FINANCIAL SERVICES,	37831813	01/24/2025	COPIER LEASE-ALL	10-400-55850	39.31
CANON FINANCIAL SERVICES,	37831813	01/24/2025	COPIER LEASE-ALL	20-600-55850	38.10
CANON FINANCIAL SERVICES,	37831813	01/24/2025	COPIER LEASE-ALL	20-700-55850	38.10
CANON FINANCIAL SERVICES,	37831813	01/24/2025	COPIER LEASE-ALL	30-800-55850	61.67
<b>Vendor CFS100 - CANON FINANCIAL SERVICES, INC Total:</b>					<b>391.57</b>

Expense Approval Report 3

Post Dates: 1/14/25 Item # 4. 5

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Vendor: HVR100 - CAROLYN HALVERSON</b>					
CAROLYN HALVERSON	DEC	01/24/2025	REIM PHONE-GEN	10-100-61000	50.00
<b>Vendor HVR100 - CAROLYN HALVERSON Total:</b>					<b>50.00</b>
<b>Vendor: CIT305 - CITY OF SPRINGFIELD, MO</b>					
CITY OF SPRINGFIELD, MO	QTR 2	01/24/2025	QTR 2 OCT-DEC 2024 SEWER USAGE - PW	20-700-58000	137,199.20
<b>Vendor CIT305 - CITY OF SPRINGFIELD, MO Total:</b>					<b>137,199.20</b>
<b>Vendor: CJW100 - CJW TRANSPORTATION CONSULTANTS, LLC</b>					
CJW TRANSPORTATION CONS	23156-3	01/24/2025	JACKSON ST - STS	10-300-95100	11,110.16
<b>Vendor CJW100 - CJW TRANSPORTATION CONSULTANTS, LLC Total:</b>					<b>11,110.16</b>
<b>Vendor: CLH100 - CLAYTON HOLDINGS LLC</b>					
CLAYTON HOLDINGS LLC	167333	01/24/2025	LEASE ON EQUIPMENT - STS/W/S	10-300-75100	529.87
CLAYTON HOLDINGS LLC	167333	01/24/2025	LEASE ON EQUIPMENT - STS/W/S	20-600-75100	1,059.73
CLAYTON HOLDINGS LLC	167333	01/24/2025	LEASE ON EQUIPMENT - STS/W/S	20-700-75100	1,059.74
<b>Vendor CLH100 - CLAYTON HOLDINGS LLC Total:</b>					<b>2,649.34</b>
<b>Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES</b>					
COMMERCE CREDIT CARD SE	1179	01/24/2025	NAYS TRAINING DANNY WEATHERMON - PKS	30-800-56950	100.00
COMMERCE CREDIT CARD SE	12-5-24	01/24/2025	APPLE MKT MARSHMALLOWS - PKS	30-800-50200	1.42
COMMERCE CREDIT CARD SE	1-9-25	01/24/2025	ALDI FITNESS STEP DECKS - PK	30-800-50400	104.93
COMMERCE CREDIT CARD SE	2100	01/24/2025	FIX IT FITNESS EQUIP MAINT & REPR TRDMLL-PKS	30-800-50400	225.00
COMMERCE CREDIT CARD SE	2553863-0	01/24/2025	ADMIRAL EXPRESS COPY PAPER - GEN/W/S	10-100-50700	40.23
COMMERCE CREDIT CARD SE	2553863-0	01/24/2025	ADMIRAL EXPRESS COPY PAPER - GEN/W/S	20-600-50700	60.35
COMMERCE CREDIT CARD SE	2553863-0	01/24/2025	ADMIRAL EXPRESS COPY PAPER - GEN/W/S	20-700-50700	60.34
COMMERCE CREDIT CARD SE	4868	01/24/2025	COLORGRPHC PRNT GYM BANNER REMAX - PKS	30-800-55200	134.32
COMMERCE CREDIT CARD SE	51215568	01/24/2025	STAMPS.COM MONTHLY FEE-GEN	10-100-50750	12.79
COMMERCE CREDIT CARD SE	57894	01/24/2025	EBAY (3) FEDRL SIGNL STINGR SPIKE SYSTEM - LAW	10-200-52000	1,000.64
COMMERCE CREDIT CARD SE	8FF7	01/24/2025	VISTA PRINT RETRACTABLE BANNERS - GEN	10-100-50700	262.80
COMMERCE CREDIT CARD SE	NVB7	01/24/2025	VISTA PRNT BUS CARDS D. SLATER & R. HANSEN - GEN	10-100-50700	60.43
COMMERCE CREDIT CARD SE	P&D	01/24/2025	ICC ANNUAL ONLINE LEARNING SUBSC, CODE BK - P&D	10-400-56950	350.00
<b>Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total:</b>					<b>2,413.25</b>
<b>Vendor: DEL100 - DELL MARKETING LP</b>					
DELL MARKETING LP	Q9910	01/24/2025	6) LAPTOPS, (3) DESKTOP COMPTRS - GEN/P&D/CT/LA	10-100-95500	4,456.40
DELL MARKETING LP	Q9910	01/24/2025	6) LAPTOPS, (3) DESKTOP COMPTRS - GEN/P&D/CT/LA	10-200-95500	2,391.12
DELL MARKETING LP	Q9910	01/24/2025	6) LAPTOPS, (3) DESKTOP COMPTRS - GEN/P&D/CT/LA	10-250-95500	2,309.66
DELL MARKETING LP	Q9910	01/24/2025	6) LAPTOPS, (3) DESKTOP COMPTRS - GEN/P&D/CT/LA	10-400-95500	1,114.10
<b>Vendor DEL100 - DELL MARKETING LP Total:</b>					<b>10,271.28</b>
<b>Vendor: DEL150 - DELUXE</b>					
DELUXE	1880	01/24/2025	GEN FUND CHECKS & DEPOSIT BOOKS - GEN/W/S/P	10-100-50700	548.02
DELUXE	1880	01/24/2025	GEN FUND CHECKS & DEPOSIT BOOKS - GEN/W/S/P	10-250-50700	112.83



Expense Approval Report 3

Post Dates: 1/14/2025

Item # 4.

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	
DELUXE	1880	01/24/2025	GEN FUND CHECKS & DEPOSIT BOOKS - GEN/W/S/P	20-600-50700	48.36
DELUXE	1880	01/24/2025	GEN FUND CHECKS & DEPOSIT BOOKS - GEN/W/S/P	20-700-50700	48.36
DELUXE	1880	01/24/2025	GEN FUND CHECKS & DEPOSIT BOOKS - GEN/W/S/P	30-800-50700	48.36
<b>Vendor DEL150 - DELUXE Total:</b>					<b>805.93</b>

**Vendor: EMC105 - EMC INSURANCE COMPANIES**

EMC INSURANCE COMPANIES	2963	01/24/2025	PROPRTY & LIABLT Y INS- GEN/PW/PKS	10-16000	13,636.81
EMC INSURANCE COMPANIES	2963	01/24/2025	PROPRTY & LIABLT Y INS- GEN/PW/PKS	20-16000	6,155.73
EMC INSURANCE COMPANIES	2963	01/24/2025	PROPRTY & LIABLT Y INS- GEN/PW/PKS	30-16000	10,397.43
<b>Vendor EMC105 - EMC INSURANCE COMPANIES Total:</b>					<b>30,189.97</b>

**Vendor: EFM100 - ENTERPRISE FLEET MANAGEMENT**

ENTERPRISE FLEET MANAGE	10525	01/24/2025	VEH & EQUIP LEASES,MAINT - P&D/LAW/PKS/STS/W/S	10-200-71000	11.17
ENTERPRISE FLEET MANAGE	10525	01/24/2025	VEH & EQUIP LEASES,MAINT - P&D/LAW/PKS/STS/W/S	10-200-75000	1,384.54
ENTERPRISE FLEET MANAGE	10525	01/24/2025	VEH & EQUIP LEASES,MAINT - P&D/LAW/PKS/STS/W/S	10-300-71000	145.15
ENTERPRISE FLEET MANAGE	10525	01/24/2025	VEH & EQUIP LEASES,MAINT - P&D/LAW/PKS/STS/W/S	10-300-75000	1,507.36
ENTERPRISE FLEET MANAGE	10525	01/24/2025	VEH & EQUIP LEASES,MAINT - P&D/LAW/PKS/STS/W/S	10-400-71000	55.83
ENTERPRISE FLEET MANAGE	10525	01/24/2025	VEH & EQUIP LEASES,MAINT - P&D/LAW/PKS/STS/W/S	10-400-75000	630.24
ENTERPRISE FLEET MANAGE	10525	01/24/2025	VEH & EQUIP LEASES,MAINT - P&D/LAW/PKS/STS/W/S	20-600-71000	290.31
ENTERPRISE FLEET MANAGE	10525	01/24/2025	VEH & EQUIP LEASES,MAINT - P&D/LAW/PKS/STS/W/S	20-600-75000	3,014.72
ENTERPRISE FLEET MANAGE	10525	01/24/2025	VEH & EQUIP LEASES,MAINT - P&D/LAW/PKS/STS/W/S	20-700-71000	290.31
ENTERPRISE FLEET MANAGE	10525	01/24/2025	VEH & EQUIP LEASES,MAINT - P&D/LAW/PKS/STS/W/S	20-700-75000	3,014.72
ENTERPRISE FLEET MANAGE	10525	01/24/2025	VEH & EQUIP LEASES,MAINT - P&D/LAW/PKS/STS/W/S	30-800-71000	94.29
ENTERPRISE FLEET MANAGE	10525	01/24/2025	VEH & EQUIP LEASES,MAINT - P&D/LAW/PKS/STS/W/S	30-800-75000	1,967.63
<b>Vendor EFM100 - ENTERPRISE FLEET MANAGEMENT Total:</b>					<b>12,406.27</b>

**Vendor: GCO100 - GOVCONNECTIONS INC**

GOVCONNECTIONS INC	20389.01	01/24/2025	ACROBAT PRO TEAM RENEW ADDTL - GEN	10-100-57400	23.99
<b>Vendor GCO100 - GOVCONNECTIONS INC Total:</b>					<b>23.99</b>

**Vendor: LON200 - LEVI O'NEIL**

LEVI O'NEIL	AMAZON	01/24/2025	REIM FOR MISC UNIFORM FROM AMAZON - LAW	10-200-92500	284.59
<b>Vendor LON200 - LEVI O'NEIL Total:</b>					<b>284.59</b>

**Vendor: EMP210 - LIBERTY UTILITIES-EMPIRE DISTRICT**

LIBERTY UTILITIES-EMPIRE DIS	1-7-25	01/24/2025	ELECTRIC UTILITIES-ALL	10-100-62000	384.62
LIBERTY UTILITIES-EMPIRE DIS	1-7-25	01/24/2025	ELECTRIC UTILITIES-ALL	10-200-62000	213.46
LIBERTY UTILITIES-EMPIRE DIS	1-7-25	01/24/2025	ELECTRIC UTILITIES-ALL	10-300-61110	5,355.80
LIBERTY UTILITIES-EMPIRE DIS	1-7-25	01/24/2025	ELECTRIC UTILITIES-ALL	10-300-62000	200.00
LIBERTY UTILITIES-EMPIRE DIS	1-7-25	01/24/2025	ELECTRIC UTILITIES-ALL	20-600-62000	6,484.64
LIBERTY UTILITIES-EMPIRE DIS	1-7-25	01/24/2025	ELECTRIC UTILITIES-ALL	20-700-62000	3,873.10
LIBERTY UTILITIES-EMPIRE DIS	1-7-25	01/24/2025	ELECTRIC UTILITIES-ALL	30-800-62000	2,719.25
<b>Vendor EMP210 - LIBERTY UTILITIES-EMPIRE DISTRICT Total:</b>					<b>19,230.87</b>

**Vendor: LOW505 - LOWE'S CREDIT SERVICES**

LOWE'S CREDIT SERVICES	80048	01/24/2025	SHOP VAC, SPACE HTR, SQUEEGEE, SNW SHVL - PKS	30-800-52000	131.02
------------------------	-------	------------	---	--------------	--------

Expense Approval Report 3

Post Dates: 1/14/2025 Item # 4. 5

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LOWE'S CREDIT SERVICES	90373	01/24/2025	CONDUIT - PKS	30-800-50500	303.60
<b>Vendor LOW505 - LOWE'S CREDIT SERVICES Total:</b>					<b>434.62</b>
<b>Vendor: MPI150 - MELTON PROPANE, INC.</b>					
MELTON PROPANE, INC.	45894	01/24/2025	PARK ESTATES GENERATOR	20-700-62100	305.41
MELTON PROPANE, INC.	45895	01/24/2025	PROPANE GAS - S	30-800-62100	175.92
MELTON PROPANE, INC.	45896	01/24/2025	CITY HALL GENERATOR PROP	10-100-62100	118.32
MELTON PROPANE, INC.	46020	01/24/2025	GAS - GEN PROPANE POLICE STATION - LAW	10-200-62100	327.35
<b>Vendor MPI150 - MELTON PROPANE, INC. Total:</b>					<b>927.00</b>
<b>Vendor: MOC450 - MID-STATES ORGANIZED CRIME INFORMATION CENTER</b>					
MID-STATES ORGANIZED CRI	250807	01/24/2025	2025 ANNUAL MEMBERSHIP FEES-LAW	10-200-55800	150.00
<b>Vendor MOC450 - MID-STATES ORGANIZED CRIME INFORMATION CENTER Total:</b>					<b>150.00</b>
<b>Vendor: MPR200 - MISSOURI PARK &amp; RECREATION ASSOCIATION</b>					
MISSOURI PARK & RECREATIO	2852	01/24/2025	MPRA MEMBERSHIP - PKS	30-800-55800	690.00
MISSOURI PARK & RECREATIO	2858	01/24/2025	MPRA CONFERENCE ADMISSION FOR 3 EMPLOYEES - PKS	30-800-56950	1,185.00
<b>Vendor MPR200 - MISSOURI PARK &amp; RECREATION ASSOCIATION Total:</b>					<b>1,875.00</b>
<b>Vendor: MIS465 - MISSOURI STATE HIGHWAY PATROL</b>					
MISSOURI STATE HIGHWAY PA	28507	01/24/2025	JAN-MAR 2025 MULES FEES- LAW	10-200-57400	285.00
<b>Vendor MIS465 - MISSOURI STATE HIGHWAY PATROL Total:</b>					<b>285.00</b>
<b>Vendor: MMET100 - MMET INC</b>					
MMET INC	148099	01/24/2025	WATER TESTING FEES - W	20-600-50200	28.00
<b>Vendor MMET100 - MMET INC Total:</b>					<b>28.00</b>
<b>Vendor: PDQ200 - PDQ.COM</b>					
PDQ.COM	38808	01/24/2025	SOFTWR TO UPDATE ALL COMPTRS AT ONCE-GEN	10-100-57400	1,575.00
<b>Vendor PDQ200 - PDQ.COM Total:</b>					<b>1,575.00</b>
<b>Vendor: RAI100 - RICK'S AUTOMOTIVE INC</b>					
RICK'S AUTOMOTIVE INC	341460	01/24/2025	SERVICE 2023 CHEVY SILVERADO 3500 -STS/W/S	10-300-71000	19.91
RICK'S AUTOMOTIVE INC	341460	01/24/2025	SERVICE 2023 CHEVY SILVERADO 3500 -STS/W/S	20-600-71000	39.82
RICK'S AUTOMOTIVE INC	341460	01/24/2025	SERVICE 2023 CHEVY SILVERADO 3500 -STS/W/S	20-700-71000	39.82
<b>Vendor RAI100 - RICK'S AUTOMOTIVE INC Total:</b>					<b>99.55</b>
<b>Vendor: LIN200 - ROTA L. STONEHOUSE</b>					
ROTA L. STONEHOUSE	12225	01/24/2025	DATA COMPILATION- GEN/CT/LAW/PW	10-100-55600	45.00
ROTA L. STONEHOUSE	12225	01/24/2025	DATA COMPILATION- GEN/CT/LAW/PW	10-200-55600	30.00
ROTA L. STONEHOUSE	12225	01/24/2025	DATA COMPILATION- GEN/CT/LAW/PW	10-250-56400	30.00
ROTA L. STONEHOUSE	12225	01/24/2025	DATA COMPILATION- GEN/CT/LAW/PW	20-700-55600	45.00
<b>Vendor LIN200 - ROTA L. STONEHOUSE Total:</b>					<b>150.00</b>
<b>Vendor: SFG150 - SAFEGUARD BUSINESS SYSTEMS</b>					
SAFEGUARD BUSINESS SYSTE	50647	01/24/2025	LASER CHECKS - CT	10-250-50700	311.21
<b>Vendor SFG150 - SAFEGUARD BUSINESS SYSTEMS Total:</b>					<b>311.21</b>
<b>Vendor: SPS150 - SCHENDEL PEST SERVICES</b>					
SCHENDEL PEST SERVICES	9118	01/24/2025	PEST CONTROL-ALL	10-100-50130	25.00
SCHENDEL PEST SERVICES	9118	01/24/2025	PEST CONTROL-ALL	10-200-50130	35.00
SCHENDEL PEST SERVICES	9118	01/24/2025	PEST CONTROL-ALL	10-250-50130	5.00
SCHENDEL PEST SERVICES	9118	01/24/2025	PEST CONTROL-ALL	10-300-50130	10.00
SCHENDEL PEST SERVICES	9118	01/24/2025	PEST CONTROL-ALL	10-400-50130	5.00

Expense Approval Report 3

Post Dates: 1/14/2025  
Item # 4.

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SCHENDEL PEST SERVICES	9118	01/24/2025	PEST CONTROL-ALL	20-600-50130	30.00
SCHENDEL PEST SERVICES	9118	01/24/2025	PEST CONTROL-ALL	20-700-50130	30.00
SCHENDEL PEST SERVICES	9118	01/24/2025	PEST CONTROL-ALL	30-800-50130	40.00
<b>Vendor SPS150 - SCHENDEL PEST SERVICES Total:</b>					<b>180.00</b>
<b>Vendor: SHP550 - SHANNON SHIPLEY</b>					
SHANNON SHIPLEY	DEC	01/24/2025	REIM PHONE - LAW	10-200-61000	50.00
<b>Vendor SHP550 - SHANNON SHIPLEY Total:</b>					<b>50.00</b>
<b>Vendor: MIS315 - SPIRE</b>					
SPIRE	1-9-25 108	01/24/2025	UTIL EXP GAS-W	20-600-62100	350.28
SPIRE	1-9-25 220	01/24/2025	UTIL EXP GAS COMM BLDG- PKS	30-800-62100	275.36
SPIRE	1--9-25 224	01/24/2025	UTIL EXP GAS CITY HALL-GEN	10-100-62100	229.60
SPIRE	1-9-25 HOLLY	01/24/2025	UTIL EXP GAS-S	20-700-62100	55.65
SPIRE	1-9-25 Z	01/24/2025	UTIL EXP GAS REC CNTR-PKS	30-800-62100	703.18
<b>Vendor MIS315 - SPIRE Total:</b>					<b>1,614.07</b>
<b>Vendor: WSP100 - TURN 2 APPAREL LLC</b>					
TURN 2 APPAREL LLC	14685	01/24/2025	WINTER BASKETBALL SHIRTS - PKS	30-800-50150	375.20
<b>Vendor WSP100 - TURN 2 APPAREL LLC Total:</b>					<b>375.20</b>
<b>Vendor: UMB100 - UMB BANK</b>					
UMB BANK	DUE 2-1-25	01/23/2025	SERIES 2014 COP PRIN & INT - W/S	20-600-96000	90,000.00
UMB BANK	DUE 2-1-25	01/23/2025	SERIES 2014 COP PRIN & INT - W/S	20-600-96200	6,050.50
UMB BANK	DUE 2-1-25	01/23/2025	SERIES 2014 COP PRIN & INT - W/S	20-700-96000	90,000.00
UMB BANK	DUE 2-1-25	01/23/2025	SERIES 2014 COP PRIN & INT - W/S	20-700-96200	6,050.49
<b>Vendor UMB100 - UMB BANK Total:</b>					<b>192,100.99</b>
<b>Vendor: WAL110 - WALMART CAPITAL ONE</b>					
WALMART CAPITAL ONE	1-7-25	01/24/2025	SAMS FACIAL TISSUE - PKS	30-800-50550	29.96
WALMART CAPITAL ONE	1-7-25 SAMS	01/24/2025	SAMS SOAP, TRASH BAGS, WIPES, LYSOL, DRINKS - PKS	30-800-50175	54.68
WALMART CAPITAL ONE	1-7-25 SAMS	01/24/2025	SAMS SOAP, TRASH BAGS, WIPES, LYSOL, DRINKS - PKS	30-800-50550	237.00
<b>Vendor WAL110 - WALMART CAPITAL ONE Total:</b>					<b>321.64</b>
<b>Vendor: WYO100 - WESLEY YOUNG</b>					
WESLEY YOUNG	JAN	01/24/2025	PHONE REIM JAN - GEN	10-100-61000	50.00
<b>Vendor WYO100 - WESLEY YOUNG Total:</b>					<b>50.00</b>
<b>Vendor: WTV100 - WILLARD HOME CENTER LLC</b>					
WILLARD HOME CENTER LLC	B279000	01/24/2025	MOUSE TRAPS - PKS	30-800-50130	2.65
WILLARD HOME CENTER LLC	B279933	01/24/2025	MOUSE TRAPS, SNOW SHOVEL - PKS	30-800-52000	35.33
WILLARD HOME CENTER LLC	B279962	01/24/2025	WOOD, PAINT, BRUSH FOR HANGING GYM SIGN - PKS	30-800-50500	61.16
WILLARD HOME CENTER LLC	B280108	01/24/2025	PAINT SUPPLIES FOR FITNESS ROOM - PKS	30-800-50500	19.41
WILLARD HOME CENTER LLC	B280353	01/24/2025	KEYLESS CHUCK - PKS	30-800-52000	8.99
WILLARD HOME CENTER LLC	D116006	01/24/2025	SAFETY GLASSES, GLOVES - PK	30-800-56500	23.97
<b>Vendor WTV100 - WILLARD HOME CENTER LLC Total:</b>					<b>151.51</b>
<b>Grand Total:</b>					<b>430,522.01</b>

## Report Summary

## Fund Summary

Fund	Expense Amount
10 - GENERAL FUND	52,890.46
20 - WATER AND SEWER FUND	356,567.02
30 - PARKS FUND	21,064.53
<b>Grand Total:</b>	<b>430,522.01</b>

## Account Summary

Account Number	Account Name	Expense Amount
10-100-50130	SUPPLIES-GCG	25.00
10-100-50700	OFFICE SUPPLIES-GCG	1,076.59
10-100-50750	POSTAGE-GCG	12.79
10-100-55600	CONTRACT LABOR-GCG	45.00
10-100-55850	EQUIPMENT RENTAL-GE	75.03
10-100-56400	PROFESSIONAL-GCG	69.00
10-100-57400	EQUIPMENT/SOFTWARE	1,698.99
10-100-61000	TELEPHONE-GCG	100.00
10-100-62000	UTILITIES ELECTRIC-GCG	384.62
10-100-62100	UTILITIES GAS-GCG	347.92
10-100-95500	CAPITAL ASSET EQUIPM	4,456.40
10-16000	PREPAID INSURANCE-GC	13,636.81
10-200-50130	SUPPLIES-LAW	35.00
10-200-50700	OFFICE SUPPLIES-LAW	31.98
10-200-52000	SUPPLIES SMALL EQUIP	1,030.63
10-200-55600	CONTRACT LABOR-LAW	30.00
10-200-55800	DUES AND SUBSCRIPTIO	150.00
10-200-55850	EQUIPMENT RENTAL-LA	131.02
10-200-57400	EQUIPMENT/SOFTWARE	685.00
10-200-61000	TELEPHONE-LAW	50.00
10-200-62000	UTILITIES ELECTRIC-LAW	213.46
10-200-62100	UTILITIES GAS-LAW	327.35
10-200-71000	VEHICLE REPAIR & MAIN	11.17
10-200-75000	VEHICLE LEASE-LAW	1,384.54
10-200-92500	UNIFORMS-LAW	284.59
10-200-95500	CAPITAL ASSET EQUIPM	2,391.12
10-250-50130	SUPPLIES-COURT	5.00
10-250-50700	OFFICE SUPPLIES-COURT	480.72
10-250-55850	EQUIPMENT RENTAL-CO	8.34
10-250-56400	PROFESSIONAL-COURT	30.00
10-250-57400	EQUIP/SOFTWARE CONT	100.00
10-250-95500	CAPITAL ASSET EQUIPM	2,309.66
10-300-50130	SUPPLIES-STREETS	10.00
10-300-57400	EQUIPMENT/SOFTWARE	100.00
10-300-61110	STREET LIGHTS STREETS	5,355.80
10-300-62000	UTILITIES ELECTRIC-STRE	200.00
10-300-71000	VEHICLE REPAIR & MAIN	165.06
10-300-75000	VEHICLE LEASE-STREETS	1,507.36
10-300-75100	EQUIPMENT LEASE	529.87
10-300-95100	CAPITAL ASSET EXP-STRE	11,110.16
10-400-50130	SUPPLIES-P&D	5.00
10-400-55850	EQUIPMENT RENTAL-P&	39.31
10-400-56950	TRAINING & EDUCATION	350.00
10-400-57400	EQUIPMENT/SOFTWARE	100.00
10-400-71000	VEHICLE REPAIR & MAIN	55.83
10-400-75000	VEHICLE LEASE-P&D	630.24
10-400-95500	CAPITAL ASSET EQUIPM	1,114.10
20-16000	PREPAID INSURANCE-W	6,155.73
20-600-50130	SUPPLIES-WATER	30.00
20-600-50200	LABORATORY FEES-WAT	28.00

**Account Summary**

Account Number	Account Name	Expense Amount
20-600-50700	OFFICE SUPPLIES-WATER	111.83
20-600-55850	EQUIPMENT RENTAL-WA	38.10
20-600-57400	EQUIPMENT/SOFTWARE	400.00
20-600-62000	UTILITIES ELECTRIC-WAT	6,484.64
20-600-62100	UTILITIES GAS-WATER	350.28
20-600-71000	VEHICLE REPAIR & MAIN	330.13
20-600-75000	VEHICLE LEASE-WATER	3,014.72
20-600-75100	EQUIPMENT LEASE	1,059.73
20-600-96000	PRINCIPAL EXPENSE-WA	90,000.00
20-600-96200	INTEREST EXPENSE-WAT	6,050.50
20-700-50130	SUPPLIES-SEWER	30.00
20-700-50700	OFFICE SUPPLIES-SEWER	111.82
20-700-55600	CONTRACT LABOR-SEWE	45.00
20-700-55850	EQUIPMENT RENTAL-SE	38.10
20-700-57400	EQUIPMENT/SOFTWARE	400.00
20-700-58000	SPRINGFIELD SEWER CH	137,199.20
20-700-62000	UTILITIES ELECTRIC-SEW	3,873.10
20-700-62100	UTILITIES GAS-SEWER	361.06
20-700-71000	VEHICLE REPAIR & MAIN	330.13
20-700-75000	VEHICLE LEASE-SEWER	3,014.72
20-700-75100	EQUIPMENT LEASE	1,059.74
20-700-96000	PRINCIPAL EXPENSE-SE	90,000.00
20-700-96200	INTEREST EXPENSE-SEW	6,050.49
30-16000	PREPAID INSURANCE-PK	10,397.43
30-800-50130	SUPPLIES GENERAL-PKS	42.65
30-800-50150	SUPPLIES-SPORTS SHIRT	375.20
30-800-50175	SUPPLIES YOUTH PROGR	54.68
30-800-50200	CONCESSIONS-PKS	1.42
30-800-50400	FITNESS CENTER EXPENS	329.93
30-800-50500	BUILDING MAINTENANC	384.17
30-800-50550	CUSTODIAL SUPPLIES-PK	266.96
30-800-50700	OFFICE SUPPLIES-PKS	48.36
30-800-52000	SUPPLIES SMALL EQUIP	175.34
30-800-55200	ADVERTISING-PKS	134.32
30-800-55800	DUES AND SUBSCRIPTIO	690.00
30-800-55850	EQUIPMENT RENTAL-PK	519.47
30-800-56500	SAFETY PROGRAM-PKS	23.97
30-800-56950	TRAINING & EDUCATION	1,285.00
30-800-57400	EQUIPMENT/SOFTWARE	400.00
30-800-62000	UTILITIES ELECTRIC-PKS	2,719.25
30-800-62100	UTILITIES GAS PKS	1,154.46
30-800-71000	VEHICLE REPAIR & MAIN	94.29
30-800-75000	VEHICLE LEASE-PKS	1,967.63
<b>Grand Total:</b>		<b>430,522.01</b>

**Project Account Summary**

Project Account Key	Expense Amount
**None**	419,411.85
1030095100	11,110.16
<b>Grand Total:</b>	<b>430,522.01</b>



City of Willard, MO

# Refund Check Register

## Refund Check Detail

UBPKT04084 - Refunds 01 UBPKT04082 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
01-003402-04	HALE, AMY	12/23/2024	50368	56.75			56.75	Generated From Billing
01-190142-00	GOODWYN COMPANY	12/23/2024	50369	6.74			6.74	Deposit
01-247225-01	HARGUS, LINVILLE	12/23/2024	50370	48.81			48.81	Generated From Billing
02-000130-07	ARMSTRONG, CHRISTINE	12/23/2024	50371	61.05			61.05	Generated From Billing
02-000435-10	MICHNO, ZACHARY	12/23/2024	50372	81.66			81.66	Generated From Billing
02-000655-11	VILLALBA, MADISON VERA	12/23/2024	50373	67.74			67.74	Generated From Billing
03-400114-06	MARSH, JEFFREY	12/23/2024	50374	38.64			38.64	Generated From Billing
04-021200-02	JACKSON ST CHURCH OF CHRIST	12/23/2024	50375	207.20			207.20	Generated From Billing
04-100210-03	WATTS, MICHAEL RYAN	12/23/2024	50376	56.14			56.14	Deposit
06-043101-02	LESLIE HINGELEY & KORBIN HANKINSON	12/23/2024	50377	18.06			18.06	Generated From Billing
07-036800-01	JOE CRAWFORD	12/23/2024	50378	47.59			47.59	Generated From Billing
09-074000-03	CRISP, ALLEN & DEBBI	12/23/2024	50379	3.06			3.06	Generated From Billing
09-210850-07	HAMPTON, CORY & SARAH	12/23/2024	50380	52.52			52.52	Generated From Billing
09-650295-03	MANUEL, DARRA	12/23/2024	50381	83.22			83.22	Generated From Billing
09-650490-03	LEONG, BRIAN	12/23/2024	50382	83.22			83.22	Generated From Billing
09-650555-03	WALLS, BRANDY & JEREMY	12/23/2024	50383	51.75			51.75	Generated From Billing
09-800003-05	FLINTROCK CONSTRUCTION, LLC	12/23/2024	50384	168.65			168.65	Generated From Billing
09-800006-04	GRIER DIRWORKS LLC	12/23/2024	50385	212.79			212.79	Generated From Billing
09-800007-03	SKYMONT CONTRACTORS, LLC	12/23/2024	50386	231.96			231.96	Deposit
<b>Total Refunds: 19</b>				<b>Total Refunded Amount:</b>	<b>1,577.55</b>			

## Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	1577.55
<b>Revenue Total:</b>	<b>1577.55</b>

## General Ledger Distribution

Posting Date: 12/23/2024

Fund:	Account Number	Account Name	Posting Amount	IFT
20 - WATER AND SEWER FUND				
	20-01001	CLAIM ON POOLED CASH - WATER AND SEW	-1,577.55	Yes
	20-15000	ACCOUNTS RECEIVABLE-WS	1,577.55	
	<b>20 Total:</b>		<b>0.00</b>	

Item # 4.

# General Ledger Distribution

Posting Date: 12/23/2024

Account Number	Account Name	Posting Amount	IFT
<b>Fund: 99 - POOLED CASH</b>			
99-01000	POOLED CASH - GENERAL	-1,577.55	
99-27000	DUE TO OTHER FUNDS	1,577.55	Yes
	<b>99 Total:</b>	<b>0.00</b>	
	<b>Distribution Total:</b>	<b>0.00</b>	

**CITY OF WILLARD  
BOARD OF ALDERMEN**



Item # 5.

**AGENDA ITEM #3e  
FINANCE DEPARTMENT**

**ACTION REQUIRED: INFORMATION ONLY**

**December 2024 Check Registers**

- 1. Pooled Check Register**
- 2. JIS Check Register**
- 3. Refund Check Register**





City of Willard, MO

Date Range: 12/01/2024 - 12/31/2024

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
<b>Bank Code: CITY-CITY</b>							
MASA <a href="#">DEC 2024 198009</a>	MEDICAL AIR SERVICES ASSOCIATION Invoice	12/01/2024	12/01/2024 DEC 2024 GROUP MEDICAL TRANSPORT	Regular	0.00	98.00	50324
AMA300 <a href="#">164</a> <a href="#">165</a>	ALLGEIER, MARTIN & ASSOCIATES, INC Invoice Invoice	11/07/2024 11/07/2024	12/12/2024 PROF FEES GEN ON-CALL REQ 94 LFT STN PROF FEES LFT STN 94 CONSTR-S	Regular	0.00 0.00	7,514.85 7,511.00 3.85	50325
BVM100 <a href="#">1130</a> <a href="#">1131</a>	AMERICAN TRAILER & STORAGE, INC. Invoice Invoice	12/05/2024 12/05/2024	12/12/2024 STORAGE CONTAINER RENTALS - PKS STORAGE CONTAINER RENTAL - PKS	Regular	0.00 0.00	420.00 305.00 115.00	50326
APAC100 <a href="#">3508</a>	APAC CENTRAL, INC Invoice	12/05/2024	12/12/2024 COMM SURFACE - MILLER ST SEWER LINE	Regular	0.00	611.16	50327
STE200 <a href="#">7406</a>	CALEB STEEN Invoice	12/05/2024	12/12/2024 REIM FOR UNIFORM ITEMS BOUGHT FRO	Regular	0.00	368.70	50328
CJW100 <a href="#">116-1</a>	CJW TRANSPORTATION CONSULTANTS, LLC Invoice	12/05/2024	12/12/2024 SIDEWALK AB HWY DESIGN - STS	Regular	0.00	1,500.00	50329
CWE100 <a href="#">AMAZON</a> <a href="#">CW</a> <a href="#">GALLS</a>	CODY WEATHERFORD Invoice Invoice Invoice	12/05/2024 12/05/2024 12/05/2024	12/12/2024 REIM FOR WEAPON LIGHT PURCHASD FR REIM FOR UNIFORM ITEMS PURCHASED - REIM FOR HANDCUFFS/CASE PURCHASED	Regular	0.00 0.00 0.00	671.32 168.54 374.39 128.39	50330
CON170 <a href="#">4101</a>	CONCO COMPANIES Invoice	12/05/2024	12/12/2024 AGSAND - MILLER ST SEWER LINE REPAIR	Regular	0.00	27.56	50331
DAV100 <a href="#">12-4</a>	DAVID DORAN, ATTORNEY AT LAW Invoice	12/05/2024	12/12/2024 MUNICIPAL JUDGE FEES - CT	Regular	0.00	900.00	50332
EEl100 <a href="#">265</a>	EVANS ENTERPRISES INC Invoice	12/05/2024	12/12/2024 GRINDR PUMP, START KIT- SPARE PMP FO	Regular	0.00	9,300.00	50333
FRA555 <a href="#">655-5</a>	FIRST RESPONDER OUTFITTERS, INC Invoice	12/05/2024	12/12/2024 UNIFORM ITEMS S COLLETTE-LAW	Regular	0.00	115.98	50334
HIL100 <a href="#">238</a> <a href="#">800709677</a>	HILLYARD INC/ SPRINGFIELD Invoice Credit Memo	12/05/2024 10/18/2024	12/12/2024 TOWELS, TISSUE - ALL DEPTS ARSENAL FLOOR STRIPPER - PKS	Regular	0.00 0.00	325.77 537.42 -211.65	50335
INT200 <a href="#">3959</a>	INTOXIMETERS, INC Invoice	12/05/2024	12/12/2024 TESTRS, MTHPCS, CASES, STRAPS, CVRS, CUP	Regular	0.00	1,245.00	50336
LML100 <a href="#">28713</a> <a href="#">28714</a>	LAUBER AND ASSOCIATES MUNICIPAL LAW LLC Invoice Invoice	12/05/2024 12/05/2024	12/12/2024 CITY ATTY FEES - ALL CITY PROSECUTOR FEES - LAW	Regular	0.00 0.00	9,681.00 6,566.00 3,115.00	50337
LEG250 <a href="#">11-25</a>	LEGALSHIELD Invoice	12/05/2024	12/12/2024 GROUP INS MCCLAIN & SHIPLEY-LAW	Regular	0.00	29.90	50338
POT250 <a href="#">5901-1</a>	LUBY EQUIPMENT SERVICES Invoice	12/05/2024	12/12/2024 LATCH, HANDLE FOR BACKHOE REPAIR-ST	Regular	0.00	39.79	50339
MTL100 <a href="#">WY</a>	MEDIA TRAINING FOR LAW ENFORCEMENT LLC Invoice	12/05/2024	12/12/2024 COURSE TAKEN BY WES YOUNG - GEN	Regular	0.00	475.00	50340
MOC100	MISSOURI ONE CALL SYSTEM, INC	12/12/2024	12/12/2024	Regular	0.00	91.80	50341

Check Report

Date Range: 12/01/2024 - 12/31/2024

Item # 5.

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">10324</a>	Invoice	12/05/2024	PROF LOCATE FEES-W/S	0.00	91.80	
MIS320	MO DEPT OF NATURAL RESOURCES	12/12/2024	Regular	0.00	3,000.00	50342
<a href="#">4162</a>	Invoice	12/05/2024	STATE OPERATING PERMIT RENEWAL-ME	0.00	3,000.00	
NFC	NATIONAL FASTENER CORP	12/12/2024	Regular	0.00	211.07	50343
<a href="#">3682</a>	Invoice	12/05/2024	HEX NUTS, WASHERS, MISC SHP SPLY - S	0.00	211.07	
OAA100	OLLIS/AKERS/ARNEY	12/12/2024	Regular	0.00	6,430.00	50344
<a href="#">RENEW 2025</a>	Invoice	12/09/2024	CYBER LIABILITY INSURANCE - ALL DEPTS	0.00	6,430.00	
PLL100	PRESLEY LANDSCAPING LLC	12/12/2024	Regular	0.00	508.00	50345
<a href="#">11-19</a>	Invoice	12/05/2024	PURPLE BEECH TREE ARBOR DAY - PKS	0.00	508.00	
RAN175	RANDALL A. BROWN	12/12/2024	Regular	0.00	840.00	50346
<a href="#">167285</a>	Invoice	12/05/2024	BLDG INSPECTIONS & ZONING CONSLT - P	0.00	840.00	
REC300	REJIS COMMISSION	12/12/2024	Regular	0.00	1,333.25	50347
<a href="#">2955</a>	Invoice	12/05/2024	POLICE DEPT SOFTWARE SUBSCRIPTION- L	0.00	1,333.25	
REX380	REX SMITH OIL CO.	12/12/2024	Regular	0.00	736.42	50348
<a href="#">126020</a>	Invoice	12/05/2024	DIESEL FUEL LAGOON - S	0.00	736.42	
SHP550	SHANNON SHIPLEY	12/12/2024	Regular	0.00	331.76	50349
<a href="#">2929</a>	Invoice	12/05/2024	REIM SHOOTNG MUFFS,BOOTS,PANTS,FL	0.00	331.76	
SPR200	SPRINGFIELD-GREENE COUNTY HEALTH DEPAR	12/12/2024	Regular	0.00	117.00	50350
<a href="#">120424</a>	Invoice	12/05/2024	WATER TESTING FEES - W	0.00	117.00	
SUP100	Superior Rents- Springfield	12/12/2024	Regular	0.00	1,446.40	50351
<a href="#">3550-2</a>	Invoice	12/05/2024	RENTL AUGR ATTCH,EXTNDR,AUGR INCLS	0.00	239.00	
<a href="#">3701-2</a>	Invoice	12/05/2024	RENT AUGR/ATTCH,EXTNDR,SKD LDR INCL	0.00	877.00	
<a href="#">4152-2</a>	Invoice	12/05/2024	RENTL LIFT INCLSV PLYGRD-PKS	0.00	330.40	
SSI100	SYNECO SYSTEMS INC	12/12/2024	Regular	0.00	3,041.45	50352
<a href="#">13053</a>	Invoice	12/05/2024	FAN FOR 94 AIR SCRUBBER - S	0.00	3,041.45	
VER100	VERIZON WIRELESS	12/12/2024	Regular	0.00	608.16	50353
<a href="#">2994</a>	Invoice	12/05/2024	INTERNET/CELL PHONES, EQUIP - ALL	0.00	608.16	
VIR100	VIRTUAL ACADEMY	12/12/2024	Regular	0.00	960.00	50354
<a href="#">3578</a>	Invoice	12/05/2024	ONLINE TRAINING ACCESS 12/15/24-12/1	0.00	960.00	
WYO100	WESLEY YOUNG	12/12/2024	Regular	0.00	50.00	50355
<a href="#">DEC</a>	Invoice	12/05/2024	PHONE REIM DEC - GEN	0.00	50.00	
WCP100	WHITE CAP LP	12/12/2024	Regular	0.00	749.70	50356
<a href="#">8646</a>	Invoice	12/05/2024	PADLOCK MASTER LOCKS- FOR METERS -	0.00	749.70	
EZA150	WILLARD TIRE LLC	12/12/2024	Regular	0.00	25.00	50357
<a href="#">172</a>	Invoice	12/05/2024	FLAT REPAIR #7 - LAW	0.00	25.00	
WTV100	WILLARD HOME CENTER LLC	12/12/2024	Regular	0.00	2,912.89	50358
<a href="#">11-21</a>	Invoice	12/05/2024	HEX BRSHNG, ADAPTER/SOAP-NEW OFF-	0.00	18.05	
<a href="#">123</a>	Invoice	10/24/2024	STRAW BALES- MARK ST WTR LK REPAIR -	0.00	13.78	
<a href="#">172</a>	Invoice	10/24/2024	3PC 2 1/2 CURVE BLADE - SHOP SPLY-ST/S	0.00	18.89	
<a href="#">174</a>	Invoice	10/24/2024	WASP SPRAY - W	0.00	10.78	
<a href="#">1899</a>	Invoice	10/16/2024	REBAR # 4 - SIDEWALK REPAIR - STS	0.00	16.00	
<a href="#">1912</a>	Invoice	10/16/2024	REBAR, 14' STD & BTR SPF - SIDEWALK RE	0.00	15.99	
<a href="#">2029</a>	Invoice	10/16/2024	STRAW BALES- MARK ST LEAK CLEAN UP -	0.00	27.56	
<a href="#">225</a>	Invoice	10/16/2024	LUMBER CRAYON, EYE BOLTS, STKS, EAR P	0.00	75.12	
<a href="#">257</a>	Invoice	10/24/2024	FLT GRY PRIMER, GRANITE PAINT - WTR S	0.00	26.24	
<a href="#">2818</a>	Invoice	11/07/2024	DUPLEX NAILS, CONCRTE SAW MAINT - ST	0.00	56.36	
<a href="#">3046</a>	Invoice	11/07/2024	DUAL GRIT RUBBING STONE- CONCRT SPL	0.00	11.24	
<a href="#">3055</a>	Invoice	11/07/2024	GALV WORM GEAR, FLEX VINYL HOSE-RE	0.00	19.88	

Check Report

Date Range: 12/01/20

Item # 5.

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount
3061	Invoice	11/07/2024	80# READY-MIX GRAVEL- DEER RUN SIDE	0.00	20.45
3084	Invoice	11/07/2024	EXTREME MNT TAPE- TO MNT SIGN ON S	0.00	8.09
3108	Invoice	11/07/2024	CLR CLK, 55GAL BLK LINER-NEW BLDG-ST	0.00	28.73
3123	Invoice	11/07/2024	APPL EXTENSN CORD- REGIONAL LS MAIN	0.00	8.09
3309	Invoice	11/07/2024	COUPLINGS INCLSV PLYGRND LIGHTNG - P	0.00	19.33
3419	Invoice	11/20/2024	COUPLINGS, 45 DEG ELBW INCLSV PLYGR	0.00	12.63
3430	Invoice	11/20/2024	COUPLINGS, ELBOWS INCLSV PLYGRND LI	0.00	16.04
3437	Invoice	11/20/2024	CUT KEY, MISC BOLTS, ELEC TAPE, CPLNGS	0.00	20.32
3694	Invoice	11/07/2024	NO SMOKING SIGN FOR VEHICLE - STS / S	0.00	1.79
3717	Invoice	11/22/2024	CONNCTRS,RDC PIPE TEE,BL VLVS,PIPE-N	0.00	108.20
3732	Invoice	11/20/2024	CPLNGS, ELBOWS-PLMBNG NEW OFFC-ST	0.00	99.86
3735	Invoice	11/20/2024	PIPE TEES, PEX STICK PIPE -PLMBNG NEW	0.00	18.86
3802	Invoice	11/07/2024	UPS SHIPPING CHARGE- W	0.00	14.87
3836	Invoice	11/22/2024	AIR ADMITTANCE VLVE- NEW OFFC- STS /	0.00	44.98
3931	Invoice	11/22/2024	(2) 2 1/2 GAL KERO FUEL FOR SHOP HEAT	0.00	68.38
4122	Invoice	11/07/2024	GT TELE BY LOPPER - STS	0.00	31.49
4229	Invoice	11/07/2024	2X12-16' LUMBER - DUMP TRUCKS-STS / S	0.00	94.64
4302	Invoice	12/05/2024	GALV CPLNGS, HEX NIPPLE, HEX BSHNG-	0.00	79.77
438	Invoice	10/24/2024	STRAW BALES - CLEAN UP VARIOUS PROJE	0.00	68.90
4403	Invoice	11/07/2024	CLAMP TOOL - PKS	0.00	5.37
4429	Invoice	11/07/2024	2X4-16' LUMBER FOR SIDEWLK FORM - ST	0.00	59.94
4447	Invoice	12/05/2024	20CT 45GAL GRY CONTRA BAG- STS	0.00	18.04
4450	Invoice	11/07/2024	VINYL PLUG, TOILET PLATE - PKS	0.00	5.65
4451	Invoice	11/07/2024	SINGLE CUT KEYS - PKS	0.00	3.58
4473	Invoice	11/07/2024	CONC STKS, GROOVER, EDGER, TROWEL-	0.00	178.10
451	Invoice	10/24/2024	CEMENT WELD KIT- LAGOON MAINT - S	0.00	9.44
458	Invoice	10/16/2024	BLACK PAINT - PKS	0.00	9.52
4680	Invoice	11/07/2024	1/2" X 20' REBAR STREETS SPLY - STS	0.00	8.00
4683	invoice	11/07/2024	3/4" WTR METER COUPLING - WTR SPLY	0.00	70.15
4690	Invoice	11/07/2024	SPOOKY SPRINT PROP MAINT - PKS	0.00	3.56
4692	Invoice	11/07/2024	SPOOKY SPRINT PROP MAINTENANCE - P	0.00	4.32
5253	Invoice	11/07/2024	WHT LEXEL CAULK-SHOP SPLY - STS/W/S	0.00	44.96
5306	Invoice	11/07/2024	DECOR WALL PLATE, HD SHELF, 8OUT PRO	0.00	53.97
531	Invoice	10/24/2024	MISC BOLT / HARDWARE- SIGN REPAIR AR	0.00	4.40
5382	Invoice	11/07/2024	TCT FLUSH BLADE, ORG CARP SQ-REPRS T	0.00	22.48
5456	Invoice	12/05/2024	(3) ELEC TAPE-GENRL/XMAS/INCLSV PLYG	0.00	4.83
5876	Invoice	11/20/2024	PIPE TEES,PEX BANDS,SPD BIT-PLMBNG N	0.00	65.80
5880	Invoice	11/20/2024	CULVRT BAND,CPLNGS,ELBWS,SPD BIT-NE	0.00	72.98
5891	Invoice	11/20/2024	(20) 8' DRYWALL CORNER BEAD-NEW OFF	0.00	66.42
5894	Invoice	11/20/2024	2X4X8 TREATED WOOD-NEW OFFICE BLD	0.00	5.99
5898	Invoice	11/20/2024	PIPE END STOPS - PLUMBING FOR NEW O	0.00	66.84
5936	Invoice	11/22/2024	4" INTER CPLNG, 4" SNP DRN TEE-NEW O	0.00	31.47
596	Invoice	10/24/2024	MED DTY TARP, 12' CHR TAPE MEASURE- L	0.00	98.88
5963	Invoice	11/20/2024	WASHERS, MISC BOLTS INCLSV PLYGRND L	0.00	12.35
6024	Invoice	11/22/2024	VINEGAR, BTHRM EXHST FAN, TUBE-NEW	0.00	84.84
6302	Invoice	11/22/2024	1/2 4X8 SHEET ROCK-NEW OFFC - STS / W	0.00	55.96
6322	Invoice	11/22/2024	EASY BLADE MIXER/28" SHAFT - NEW OFF	0.00	17.54
6323	Invoice	11/22/2024	(2) PUTTY KNIFE, PAIL, GONG BRSH-NEW	0.00	31.74
6327	Invoice	11/22/2024	18OZ ORIG DAWN SOAP - NEW OFFC - STS	0.00	4.46
6350	Invoice	11/22/2024	DRYWALL REPAIR KIT - NEW OFFC - STS /	0.00	39.58
6521	Invoice	12/05/2024	UTILITY MILKHOUSE HEATER FOR WELL H	0.00	35.98
657	Invoice	10/24/2024	WIRE PRO FRAME, KNIT COVER- CULVERT	0.00	12.00
681	Invoice	10/24/2024	TORSION BIT SET, MISC BLTS- LAGOON M	0.00	19.12
6819	Invoice	12/05/2024	GALV REDU ELBOW- TOWER REPAIRS MEA	0.00	3.50
683	Invoice	10/24/2024	WEED EATER STRING - PKS	0.00	20.99
6934	Invoice	12/05/2024	PROSTAR CORD, UTILITY HEATER- WELL 1	0.00	45.88
6972	Invoice	12/05/2024	DRUM AUGER - LAW	0.00	29.69
710	Invoice	10/16/2024	CONCRETE STAKES FOR SIDEWALK REPAIR	0.00	100.30
787	Invoice	10/16/2024	9 x 12 DROP CLOTH - SIDE WALK REPAIRS	0.00	5.39
846	Invoice	10/16/2024	(2) 25LB ANN RYEGRASS SEED- MARK ST C	0.00	89.98

Check Report

Date Range: 12/01/20

Item # 5. 4

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">875</a>	Invoice	10/16/2024	PNT,RLR FRMS/CVRS,TRYS/LNRS,POLES-CL	0.00	151.36	
<a href="#">876</a>	Invoice	10/16/2024	5GAL PAIL/LID, PAINT - CLVRT GRAFFITI CV	0.00	88.56	
<a href="#">894</a>	Invoice	10/16/2024	WOOD TRIM FOR GYM SIGNS - PKS	0.00	108.64	
<a href="#">B276995</a>	Credit Memo	11/27/2024	RETUR PROSTAR CORD - W	0.00	-27.89	
<a href="#">D111856</a>	Credit Memo	10/03/2024	RETURNED ITEMS - PKS	0.00	-7.08	
	**Void**	12/12/2024	Regular	0.00	0.00	50359
	**Void**	12/12/2024	Regular	0.00	0.00	50360
	**Void**	12/12/2024	Regular	0.00	0.00	50361
	**Void**	12/12/2024	Regular	0.00	0.00	50362
	**Void**	12/12/2024	Regular	0.00	0.00	50363
	**Void**	12/12/2024	Regular	0.00	0.00	50364
	**Void**	12/12/2024	Regular	0.00	0.00	50365
	**Void**	12/12/2024	Regular	0.00	0.00	50366
WPM100	POSTMASTER	12/13/2024	Regular	0.00	259.49	50367
<a href="#">12-13-24</a>	Invoice	12/13/2024	UTILITY POSTAGE-W/S	0.00	259.49	
WPM100	POSTMASTER	12/23/2024	Regular	0.00	1,843.13	50387
<a href="#">12-23-24</a>	Invoice	12/23/2024	UTILITY BILLING POSTAGE-W/S	0.00	1,843.13	
FAM200	FAMILY SUPPORT PAYMENT CENTER	12/13/2024	Regular	0.00	207.69	50388
<a href="#">PPE 12/7/24</a>	Invoice	12/13/2024	REMITTANCE ID 11017943 Paid 12/13/20	0.00	207.69	
IWO100	IWorQ Systems Inc	12/31/2024	Regular	0.00	4,500.00	50389
<a href="#">SETTLE</a>	Invoice	12/18/2024	SETTLEMENT ON CONTRACT - P&D	0.00	4,500.00	
WBC100	WELLS BROTHERS COATINGS	12/31/2024	Regular	0.00	3,708.00	50390
<a href="#">402</a>	Invoice	12/31/2024	PWRWSH & PAINT SHOP EXTERIOR WEST	0.00	3,708.00	
FAM200	FAMILY SUPPORT PAYMENT CENTER	12/27/2024	Regular	0.00	207.69	50392
<a href="#">PPE 12/21/24</a>	Invoice	12/27/2024	REMITTANCE ID 11017943 Paid 12/27/20	0.00	207.69	
AUL100	AMERICAN UNITED LIFE INSURANCE CO	12/06/2024	Bank Draft	0.00	288.88	DFT0002599
<a href="#">NOV 2024</a>	Invoice	11/07/2024	NOV 2024 GROUP LIFE INSURANCE	0.00	288.88	
DOT100	DEPARTMENT OF TREASURY INTERNAL REVENUE	12/13/2024	Bank Draft	0.00	5,976.19	DFT0002606
<a href="#">PPE 12/7/24 FED</a>	Invoice	12/13/2024	FEDERAL WITHHOLDING PPE 12/7/2024	0.00	5,976.19	
MIS300	MISSOURI DEPT OF REVENUE	12/13/2024	Bank Draft	0.00	2,694.50	DFT0002607
<a href="#">PPE 12/7/24</a>	Invoice	12/13/2024	STATE WITHHOLDING PPE 12/7/2024	0.00	2,694.50	
DOT100	DEPARTMENT OF TREASURY INTERNAL REVENUE	12/13/2024	Bank Draft	0.00	11,194.76	DFT0002608
<a href="#">PPE 12/7/24 SS</a>	Invoice	12/13/2024	SOCIAL SECURITY WITHHOLDING PPE 12/	0.00	11,194.76	
DOT100	DEPARTMENT OF TREASURY INTERNAL REVENUE	12/13/2024	Bank Draft	0.00	2,618.16	DFT0002609
<a href="#">PPE 12/7/24 MC</a>	Invoice	12/13/2024	MEDICARE WITHHOLDING PPE 12/7/2024	0.00	2,618.16	
REP425	ALLIED SERVICES, LLC	12/12/2024	Bank Draft	0.00	1,414.58	DFT0002610
<a href="#">2527</a>	Invoice	12/05/2024	TRASH EXP-ALL	0.00	1,281.75	
<a href="#">4059</a>	Invoice	12/05/2024	RECYCLE CENTER-S	0.00	132.83	
LOS200	LAKELAND OFFICE SYSTEMS INC	12/12/2024	Bank Draft	0.00	537.30	DFT0002611
<a href="#">1949</a>	Invoice	12/05/2024	COPIES-ALL	0.00	537.30	
MEM100	MISSOURI EMPLOYERS MUTUAL	12/12/2024	Bank Draft	0.00	9,355.75	DFT0002612
<a href="#">11-27</a>	Invoice	12/05/2024	RENEWL WORKMANS COMP INS-GEN/P	0.00	9,355.75	
OIS160	ONLINE INFORMATION SERVICES INC	12/12/2024	Bank Draft	0.00	85.84	DFT0002613
<a href="#">7744</a>	Invoice	12/05/2024	UTIL EXCHG REPORT-W/S	0.00	85.84	
OZA255	OZARKS COCA COLA	12/12/2024	Bank Draft	0.00	168.00	DFT0002614
<a href="#">1499</a>	Invoice	12/05/2024	CONCESSIONS - PKS	0.00	168.00	
WRI110	WEX BANK	12/12/2024	Bank Draft	0.00	4,699.32	DFT0002615
<a href="#">4249</a>	Invoice	12/05/2024	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	0.00	4,699.32	

Check Report

Date Range: 12/01/2024

Item # 5.

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
AMK100 <a href="#">9402</a>	VESTIS Invoice	12/05/2024	12/12/2024 Bank Draft PW DEPT UNIFORM SERVICE - STS / W / S	0.00	141.43	DFT0002616
WAL110 <a href="#">SAMS 10-23-24</a> <a href="#">SAMS 11-6-24</a>	WALMART CAPITAL ONE Invoice Invoice	11/07/2024 11/07/2024	12/10/2024 Bank Draft SAMS HOTDOG CONCESSIONS TRUNK OR SAMS PACKING AND MASKING TAPE - PKS	0.00 0.00	359.34 334.38 24.96	DFT0002618
DOT100 <a href="#">PPE 12/7/24 FED</a>	DEPARTMENT OF TREASURY INTERNAL REVENUE Invoice	12/13/2024	12/13/2024 Bank Draft FEDERAL WITHHOLDING PPE 12/7/2024 C	0.00	125.19	DFT0002619
MIS300 <a href="#">PPE 12/7/24 Corr</a>	MISSOURI DEPT OF REVENUE Invoice	12/13/2024	12/13/2024 Bank Draft STATE WITHHOLDING PPE 12/7/2024 Corr	0.00	49.00	DFT0002620
DOT100 <a href="#">PPE 12/7/24 SS C</a>	DEPARTMENT OF TREASURY INTERNAL REVENUE Invoice	12/13/2024	12/13/2024 Bank Draft SOCIAL SECURITY WITHHOLDING PPE 12/	0.00	127.50	DFT0002621
DOT100 <a href="#">PPE 12/7/24 MC</a>	DEPARTMENT OF TREASURY INTERNAL REVENUE Invoice	12/13/2024	12/13/2024 Bank Draft MEDICARE WITHHOLDING PPE 12/7/2024	0.00	29.82	DFT0002622
DOT100 <a href="#">PPE 12/21/24 FE</a>	DEPARTMENT OF TREASURY INTERNAL REVENUE Invoice	12/27/2024	12/27/2024 Bank Draft FEDERAL WITHHOLDING	0.00	6,010.24	DFT0002623
MIS300 <a href="#">PPE 12/21/24</a>	MISSOURI DEPT OF REVENUE Invoice	12/27/2024	12/27/2024 Bank Draft STATE WITHHOLDING PPE 12/21/2024	0.00	2,675.00	DFT0002624
DOT100 <a href="#">PPE 12/21/24 SS</a>	DEPARTMENT OF TREASURY INTERNAL REVENUE Invoice	12/27/2024	12/27/2024 Bank Draft SOCIAL SECURITY WITHHOLDING	0.00	11,037.84	DFT0002625
DOT100 <a href="#">PPE 12/21/24 MC</a>	DEPARTMENT OF TREASURY INTERNAL REVENUE Invoice	12/27/2024	12/27/2024 Bank Draft MEDICARE WITHHOLDING	0.00	2,581.36	DFT0002626
HYP100 <a href="#">3423</a>	NITEL LLC Invoice	12/05/2024	12/27/2024 Bank Draft INTERNET-ALL	0.00	732.59	DFT0002627
LOW505 <a href="#">10-24-24</a> <a href="#">10-24-24 LOWES</a> <a href="#">15783</a> <a href="#">70292</a> <a href="#">972902</a>	LOWE'S CREDIT SERVICES Invoice Invoice Credit Memo Invoice Invoice	11/07/2024 11/07/2024 10/24/2024 10/24/2024 12/09/2024	12/10/2024 Bank Draft CONDUIT,FITTINGS,PVC CEMNT INCLSV PL PVC CONDUIT INCLSV PLYGRND LIGHTNG SALES TAX CORRECTION - PKS ANTIFREEZE WINTERIZE POOL, SOCCER - PENNINGTON CONT MIX-GRASS SEED-RO	0.00 0.00 0.00 0.00 0.00	1,121.82 662.07 303.60 -49.61 68.04 137.72	DFT0002628
ACS100 <a href="#">19CH</a> <a href="#">1NHY</a> <a href="#">1RNC</a> <a href="#">3JR1</a> <a href="#">3P7</a> <a href="#">K6Q3</a> <a href="#">KXG</a> <a href="#">MN6G</a> <a href="#">XQ4</a>	AMAZON CAPITAL SERVICES INC Invoice Invoice Invoice Invoice Invoice Invoice Credit Memo Invoice	11/20/2024 11/20/2024 11/22/2024 11/22/2024 12/05/2024 11/20/2024 12/05/2024 11/29/2024 12/05/2024	12/18/2024 Bank Draft DUST MOP FRAME - PKS SOLAR LIGHTS FOR XMAS DISPLAYS - PKS OFFICE DESKS,CHAIRS,MISC SPLYS- NEW RD WRK SGNS, MRKNG TAPE-NEW MELVI THERMOMETER - PKS BARB FITTINGS, PEX CLAMP TOOL KIT - W DRYWALL TAPE/DISPNSR,VALVS-NEW OFF VALVE NEW OFFC - STS/W/S 30' X 40' HEAVY DUTY TARP COVR - LAGO	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	1,490.76 12.99 66.98 751.88 168.93 24.98 47.97 155.45 -29.97 291.55	DFT0002629
ACS100 <a href="#">1KPF</a> <a href="#">9D4</a> <a href="#">9T9C</a> <a href="#">FKCT</a> <a href="#">JN6</a> <a href="#">KHD</a> <a href="#">KJR</a> <a href="#">QNX</a>	AMAZON CAPITAL SERVICES INC Invoice Invoice Invoice Credit Memo Invoice Invoice Invoice Invoice	11/07/2024 11/07/2024 11/07/2024 09/27/2024 11/07/2024 11/07/2024 11/07/2024 12/05/2024	12/02/2024 Bank Draft PAD LCK, SOLAR CHGR KIT, MEASURING EAR MUFFS,SIGN,LCKOUT/TAGOUT KIT,LO OUTDOOR FAUCET HANDLES, FAUCET HO RETURNED ITEM CONNCTNG NUT,CHCK VLVE DCKBLS,TUB GLOW NECKLACKES , MARKING FLAGS - P GUARD RAIL WINCH, MANHOLE GUARD R BTRY BCKUP,SRVR CBNT.CONNCTRS,CBLS,	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	2,407.00 249.15 275.65 35.79 -356.00 178.83 103.27 1,321.01 599.30	DFT0002630
CLH100 <a href="#">904</a>	CLAYTON HOLDINGS LLC Invoice	12/18/2024	12/30/2024 Bank Draft LEASE ON EQUIPMENT - STS/W/S	0.00	2,649.34	DFT0002631

Check Report

Date Range: 12/01/2024

Item # 5.

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
MIS315	SPIRE	12/31/2024	Bank Draft	0.00	54.72	DFT0002632
<a href="#">12-9 SWR</a>	Invoice	12/18/2024	UTIL EXP GAS-S	0.00	54.72	
MIS315	SPIRE	12/31/2024	Bank Draft	0.00	158.98	DFT0002633
<a href="#">12-9 HALL</a>	Invoice	12/18/2024	UTIL EXP GAS CITY HALL-GEN	0.00	158.98	
MIS315	SPIRE	12/31/2024	Bank Draft	0.00	217.91	DFT0002634
<a href="#">12-9 COMM</a>	Invoice	12/18/2024	UTIL EXP GAS COMM BLDG-PKS	0.00	217.91	
MIS315	SPIRE	12/31/2024	Bank Draft	0.00	252.34	DFT0002635
<a href="#">WTR</a>	Invoice	12/18/2024	UTIL EXP GAS-W	0.00	252.34	
MIS315	SPIRE	12/31/2024	Bank Draft	0.00	517.07	DFT0002636
<a href="#">12-9 REC</a>	Invoice	12/18/2024	UTIL EXP GAS REC CNTR-PKS	0.00	517.07	
CFS100	CANON FINANCIAL SERVICES, INC	12/31/2024	Bank Draft	0.00	391.57	DFT0002637
<a href="#">795</a>	Invoice	12/18/2024	COPIER LEASE-ALL	0.00	391.57	
AUL100	AMERICAN UNITED LIFE INSURANCE CO	12/10/2024	Bank Draft	0.00	278.48	DFT0002639
<a href="#">DEC 2024</a>	Invoice	12/09/2024	DEC 2024 GROUP LIFE INSURANCE	0.00	278.48	
ANTHEM	ANTHEM BLUE CROSS BLUE SHIELD	12/03/2024	Bank Draft	0.00	36,714.86	DFT0002640
<a href="#">DEC 2024 001755</a>	Invoice	12/01/2024	DEC 2024 GROUP MEDICAL INSURANCE	0.00	36,714.86	
COL200	COLONIAL SUPPLEMENTAL INS	12/04/2024	Bank Draft	0.00	18.00	DFT0002641
<a href="#">Dec 2024 799379</a>	Invoice	12/01/2024	DEC 2024 GROUP SUPPLEMENTAL INSUR	0.00	18.00	
DEL106	DELTA DENTAL OF MISSOURI	12/27/2024	Bank Draft	0.00	326.16	DFT0002642
<a href="#">JAN 2025</a>	Invoice	01/01/2025	JAN 2025 GROUP VISION INSURANCE	0.00	326.16	
DEL105	DELTA DENTAL OF MISSOURI	12/27/2024	Bank Draft	0.00	1,832.39	DFT0002643
<a href="#">JAN 2025</a>	Invoice	01/01/2025	JAN 2025 GROUP DENTAL INSURANCE	0.00	1,832.39	
MIS350	MISSOURI LAGERS	12/09/2024	Bank Draft	0.00	20,495.31	DFT0002644
<a href="#">NOV 2024</a>	Invoice	11/30/2024	NOV 2024 GROUP RETIREMENT	0.00	20,495.31	
TASC	TASC	12/13/2024	Bank Draft	0.00	787.66	DFT0002645
<a href="#">DEC 13 2024</a>	Invoice	12/13/2024	DEC 13 2024 GROUP FLEXIBLE SPENDING	0.00	787.66	
TASC	TASC	12/30/2024	Bank Draft	0.00	228.60	DFT0002646
<a href="#">1/1/25 - 3/31/25</a>	Invoice	01/01/2025	1/1/25 - 3/31/25 FSA ADMINISTRATION F	0.00	228.60	
TASC	TASC	12/27/2024	Bank Draft	0.00	787.66	DFT0002647
<a href="#">DEC 27 2024</a>	Invoice	12/27/2024	DEC 27 2024 GROUP FLEXIBLE SPENDING	0.00	787.66	
EFM100	ENTERPRISE FLEET MANAGEMENT	12/20/2024	Bank Draft	0.00	12,451.87	DFT0002648
<a href="#">120524</a>	Invoice	12/20/2024	VEH & EQUIP LEASES,MAINT - P&D/LAW/	0.00	12,451.87	
ORE145	O'REILLY AUTOMOTIVE, INC	12/10/2024	Bank Draft	0.00	180.09	DFT0002649
<a href="#">5489</a>	Invoice	11/07/2024	CAULKING GUN - STREET SPLYS - STS	0.00	10.99	
<a href="#">6219</a>	Invoice	11/08/2024	BALL JOINTS 1993 FORD #106 - STS/W/S	0.00	38.58	
<a href="#">6227</a>	Invoice	11/07/2024	DIESEL FUEL CANS- SHOP SPLYS - STS / W	0.00	57.98	
<a href="#">6319</a>	Credit Memo	11/05/2024	WRONG PARTS EXCHANGED - STS/W/S	0.00	-74.66	
<a href="#">6342</a>	Invoice	11/07/2024	WIPER BLDES, COTTER PIN-PW TRK #116-	0.00	19.49	
<a href="#">6372</a>	Invoice	11/07/2024	FUEL CAP FOR PW WRK TRUCK # 116 - ST	0.00	29.60	
<a href="#">6672</a>	Invoice	11/20/2024	HOSE CLAMP - MAINT ON B LFT STATION -	0.00	2.13	
<a href="#">8453</a>	Invoice	12/05/2024	STAT HSG ASY, COOL TEM SEN VEH #114 -	0.00	58.49	
<a href="#">8918</a>	Invoice	12/05/2024	FUEL TREATMNT FOR GAS PWRD ASPHAL	0.00	6.99	
<a href="#">9573</a>	Invoice	12/05/2024	PRIMARY WIRE, TERMINAL RING - S	0.00	20.98	
<a href="#">9653</a>	Invoice	12/05/2024	GAL ANTIFRZ CITY HALL GENERATPR - GE	0.00	14.99	
<a href="#">ADDTL CREDIT</a>	Credit Memo	12/10/2024	DISCS ALLWD - S	0.00	-0.50	
<a href="#">DISCB02138</a>	Credit Memo	12/10/2024	CREDIT DISCOUNTS ALLOWED - S	0.00	-4.97	
COMMGN	COMMERCE CREDIT CARD SERVICES	12/10/2024	Bank Draft	0.00	11,226.79	DFT0002650
<a href="#">10-22-24</a>	Invoice	10/24/2024	APPLE MRKT REFRSHMNTS FOR TRAININ	0.00	33.84	

Check Report

Date Range: 12/01/2024

Item # 5.

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<a href="#">10-31-24 DG</a>	Invoice	11/07/2024	DG PLATES, CUPS, NAPKINS FOR INS MEET	0.00	13.98	
<a href="#">11-1-24</a>	Invoice	11/07/2024	PIZZA HUT PARENTS NIGHT OUT PIZZA - P	0.00	50.25	
<a href="#">11-14 WEBSTRAN</a>	Credit Memo	11/14/2024	WEBSTAUANTSTORE.COM CONCESSION	0.00	-110.37	
<a href="#">11-19</a>	Invoice	11/22/2024	HRB FRT DRYWL SANDER/SAND DISCS-N	0.00	193.97	
<a href="#">11-4-24</a>	Invoice	11/07/2024	APPLE MRKT DRINKS FOR INS MEET - GEN	0.00	19.40	
<a href="#">11-9</a>	Invoice	11/20/2024	AT&T INTERNET SERVICE-W/S	0.00	64.20	
<a href="#">1196</a>	Invoice	11/20/2024	CROWN AWRDS XMAS PARADE/VOLUNTE	0.00	283.87	
<a href="#">1494</a>	Invoice	11/07/2024	INDEED JOB POSTS PW & BUS DRV - STS/	0.00	493.83	
<a href="#">1541</a>	Invoice	10/24/2024	CROWN AWARDS TRUNK OR TREAT TROP	0.00	20.68	
<a href="#">1599</a>	Invoice	11/07/2024	ZORO WIRE CONNECTRS INCLSV PLYGRND	0.00	579.42	
<a href="#">2138 1</a>	Invoice	11/07/2024	GEN RENTL VAC MOP FOR MURRAY ROO	0.00	33.00	
<a href="#">2138 2</a>	Invoice	11/07/2024	GEN RENTL VAC MOP FOR MURRAY ROO	0.00	72.19	
<a href="#">2149</a>	Invoice	11/20/2024	ZORO VALVE BOXES INCLSV PLYGRND LGH	0.00	126.90	
<a href="#">240</a>	Invoice	10/24/2024	ADMIRAL EXPRESS COPY PAPER - GEN/LA	0.00	160.92	
<a href="#">2404</a>	Invoice	12/10/2024	MPRA LUNCH & LEARN SAMANTHA GUIN	0.00	10.00	
<a href="#">24983V</a>	Invoice	11/07/2024	CROWN POWER TRACTOR TIE ROD - PKS	0.00	134.38	
<a href="#">2847</a>	Invoice	11/07/2024	SAMS CONCESSIONS, TRASH BAGS, PAPER	0.00	462.30	
<a href="#">390824</a>	Invoice	11/07/2024	GOEDECKE STRGHT FORMS, NAILSTAKES-	0.00	777.50	
<a href="#">6433</a>	Invoice	11/20/2024	SAM'S COFFEE, PLATES, NAPKINS, CUTLER	0.00	52.85	
<a href="#">697</a>	Invoice	11/20/2024	STAMPS.COM MONTHLY FEE-GEN	0.00	12.79	
<a href="#">8247</a>	Invoice	11/08/2024	ROST READY MIX RESURFACING MATERIA	0.00	1,115.03	
<a href="#">8645</a>	Invoice	11/07/2024	BAGSPOT DOG POOP BAGS - PKS	0.00	59.95	
<a href="#">870</a>	Invoice	10/24/2024	LA POLICE GEAR BOOTS T. MCCLAIN - LA	0.00	366.42	
<a href="#">8897</a>	Invoice	12/05/2024	UBIQUITI PANLS,SWTCH,CABLS,WIFI ACCE	0.00	2,248.00	
<a href="#">CASEYS</a>	invoice	11/07/2024	CASEYS DONUTS FOR INS MEET - GEN	0.00	68.24	
<a href="#">DURHAM</a>	Invoice	11/07/2024	TOMO PRE-EMPLYMNT SCREEN J. DURHA	0.00	56.65	
<a href="#">FIN CHG</a>	Invoice	12/10/2024	FINANCE CHARGE -GEN	0.00	154.35	
<a href="#">IVANOV</a>	Invoice	11/07/2024	TOMO PRE-EMPLYMNT SCREEN M. IVANO	0.00	56.65	
<a href="#">LOWES</a>	Invoice	11/07/2024	LOWES 50LB NON SHRINK PREC-SOUTHV	0.00	60.06	
<a href="#">LOWES 103124</a>	Invoice	12/10/2024	LOWES BLDG SPLYS/MATRLS - NEW OFFC	0.00	1,526.92	
<a href="#">READING 110124</a>	Invoice	12/10/2024	READING TRCK TOOL BOXES FOR WATER T	0.00	699.81	
<a href="#">ROSS</a>	Invoice	11/07/2024	TOMO PRE-EMPLYMNT SCREEN D. ROSS -	0.00	56.65	
<a href="#">ROST 110624</a>	Invoice	12/10/2024	ROST READY MIX RESURFACING MATERIA	0.00	1,003.32	
<a href="#">SAMS 103124</a>	Invoice	12/10/2024	SAMS CONCESSIONS - PKS	0.00	43.92	
<a href="#">SAMS OCT 31</a>	Invoice	12/10/2024	SAMS CONCESSIONS - PKS	0.00	49.92	
<a href="#">SW CODE</a>	Invoice	11/07/2024	SW MO CODE OFFICIALS TRAINING M. RU	0.00	100.00	
<a href="#">ZOO</a>	Invoice	11/07/2024	FRIENDS OF ZOO ANIMAL VISIT PARENTS	0.00	75.00	
MIS300	MISSOURI DEPT OF REVENUE	12/05/2024	Bank Draft	0.00	2,720.00	DFT0002651
<a href="#">PPE 11/23/24</a>	Invoice	11/29/2024	STATE WITHHOLDING PPE 11/23/2024	0.00	2,720.00	

Bank Code CITY Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	125	41	0.00	67,442.93
Manual Checks	0	0	0.00	0.00
Voided Checks	0	8	0.00	0.00
Bank Drafts	115	45	0.00	160,211.97
EFT's	0	0	0.00	0.00
<b>Total</b>	<b>240</b>	<b>94</b>	<b>0.00</b>	<b>227,654.90</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	125	41	0.00	67,442.93
Manual Checks	0	0	0.00	0.00
Voided Checks	0	8	0.00	0.00
Bank Drafts	115	45	0.00	160,211.97
EFT's	0	0	0.00	0.00
	<b>240</b>	<b>94</b>	<b>0.00</b>	<b>227,654.90</b>

### Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH	12/2024	227,654.90
			<b>227,654.90</b>





City of Willard, MO

Check Item # 5.

By Check Number

Date Range: 12/01/2024 - 12/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
HEN200	KRISTOPHER HENSON	12/31/2024	Manual	0.00	55.53	3735
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0031323</a>	Invoice	12/31/2024	OVERPAYMENT REFUND	0.00	55.53	
	<a href="#">10-250-44500</a>		TRAFFIC FINES-COURT		55.53	
COA100	COAST PROFESSIONAL INC	12/31/2024	Manual	0.00	103.05	3736
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0031324</a>	Invoice	12/31/2024	DEBT COLLECTIONS	0.00	103.05	
	<a href="#">10-250-44500</a>		TRAFFIC FINES-COURT		103.05	
TSMP	Treasurer State of MO-POST	12/31/2024	Manual	0.00	46.27	3737
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0031325</a>	Invoice	12/31/2024	TREASURER, STATE OF MO POST FUND	0.00	46.27	
	<a href="#">10-250-81100</a>		POST FUND-COURT		46.27	
COWMC	City of Willard-Muni Court	12/31/2024	Manual	0.00	6,105.90	3739
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0031326</a>	Invoice	12/31/2024	MUNICIPAL COURT REVENUE	0.00	6,105.90	
	<a href="#">10-250-44500</a>		TRAFFIC FINES-COURT		6,105.90	
MSR100	Missouri Sheriff's Retirement	12/31/2024	Manual	0.00	3.00	3740
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0031327</a>	Invoice	12/31/2024	MISSOURI SHERIFF'S RETIREMENT SYSTE	0.00	3.00	
	<a href="#">10-250-82000</a>		SHERIFF'S RETIREMENT F		3.00	
DORAF	Department of Revenue Auto Fund	12/31/2024	Manual	0.00	323.91	3741
<b>Payable #</b>	<b>Payable Type</b>	<b>Post Date</b>	<b>Payable Description</b>	<b>Discount Amount</b>	<b>Payable Amount</b>	
<a href="#">INV0031328</a>	Invoice	12/31/2024	DEPT OF REVENUE AUTOMATED FUND	0.00	323.91	
	<a href="#">10-250-80000</a>		COURT AUTOMATION-CO		323.91	
DRCV	Department of Revenue Crime Victims	12/31/2024	Manual	0.00	329.92	3742

Check Report

Date Range: 12/01/2024

Item # 5.

Vendor Number  
Payable #

Vendor Name  
Payable Type  
Account Number

Payment Date  
Payable Description  
Account Name  
Item Description

Discount Amount  
Payment Amount  
Discount Amount  
Payable Amount  
Distribution Amount

INV0031329

Invoice  
10-250-81000

12/31/2024 DEPT OF REVENUE CRIME VICTIMS FUND  
CVC FEES DEPT OF REVENUE CRIME VICTI

0.00 329.92  
329.92

Bank Code JIS Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	7	7	0.00	6,967.58
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>7</b>	<b>7</b>	<b>0.00</b>	<b>6,967.58</b>

### All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	7	7	0.00	6,967.58
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>7</b>	<b>7</b>	<b>0.00</b>	<b>6,967.58</b>

### Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH	12/2024	6,967.58
			<b>6,967.58</b>



City of Willard, MO

# Refund Check Register

## Refund Check Detail

### UBPKT04084 - Refunds 01 UBPKT04082 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
01-003402-04	HALE, AMY	12/23/2024	50368	56.75			56.75	Generated From Billing
01-190142-00	GOODWYN COMPANY	12/23/2024	50369	6.74			6.74	Deposit
01-247225-01	HARGUS, LINVILLE	12/23/2024	50370	48.81			48.81	Generated From Billing
02-000130-07	ARMSTRONG, CHRISTINE	12/23/2024	50371	61.05			61.05	Generated From Billing
02-000435-10	MICHINO, ZACHARY	12/23/2024	50372	81.66			81.66	Generated From Billing
02-000655-11	VILLALBA, MADISON VERA	12/23/2024	50373	67.74			67.74	Generated From Billing
03-400114-06	MARSH, JEFFREY	12/23/2024	50374	38.64			38.64	Generated From Billing
04-021200-02	JACKSON ST CHURCH OF CHRIST	12/23/2024	50375	207.20			207.20	Generated From Billing
04-100210-03	WATTS, MICHAEL RYAN	12/23/2024	50376	56.14			56.14	Deposit
06-043101-02	LESLIE HINGELEY & KORBIN HANKINSON	12/23/2024	50377	18.06			18.06	Generated From Billing
07-036800-01	JOE CRAWFORD	12/23/2024	50378	47.59			47.59	Generated From Billing
09-074000-03	CRISP, ALLEN & DEBBI	12/23/2024	50379	3.06			3.06	Generated From Billing
09-210850-07	HAMPTON, CORY & SARAH	12/23/2024	50380	52.52			52.52	Generated From Billing
09-650295-03	MANUEL, DARRA	12/23/2024	50381	83.22			83.22	Generated From Billing
09-650490-03	LEONG, BRIAN	12/23/2024	50382	83.22			83.22	Generated From Billing
09-650555-03	WALLS, BRANDY & JEREMY	12/23/2024	50383	51.75			51.75	Generated From Billing
09-800003-05	FLINTROCK CONSTRUCTION, LLC	12/23/2024	50384	168.65			168.65	Generated From Billing
09-800006-04	GRIER DIRWORKS LLC	12/23/2024	50385	212.79			212.79	Generated From Billing
09-800007-03	SKYMONT CONTRACTORS, LLC	12/23/2024	50386	231.96			231.96	Deposit
<b>Total Refunds: 19</b>				<b>Total Refunded Amount:</b>	<b>1,577.55</b>			

## Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	1577.55
<b>Revenue Total:</b>	<b>1577.55</b>

## General Ledger Distribution

Posting Date: 12/23/2024

Account Number	Account Name	Posting Amount	IFT
<b>Fund: 20 - WATER AND SEWER FUND</b>			
20-01001	CLAIM ON POOLED CASH - WATER AND SEW	-1,577.55	Yes
20-15000	ACCOUNTS RECEIVABLE-WS	1,577.55	
<b>20 Total:</b>		<b>0.00</b>	

Item # 5.

# General Ledger Distribution

Posting Date: 12/23/2024

Account Number	Account Name	Posting Amount	IFT
<b>Fund: 99 - POOLED CASH</b>			
99-01000	POOLED CASH - GENERAL	-1,577.55	
99-27000	DUE TO OTHER FUNDS	1,577.55	Yes
	<b>99 Total:</b>	0.00	
	<b>Distribution Total:</b>	0.00	

**CITY OF WILLARD  
BOARD OF ALDERMEN**



Item # 6.

**AGENDA ITEM #3f  
FINANCE DEPARTMENT**

**ACTION REQUIRED: APPROVAL REQUESTED**

**December 2024 Utility Adjustments**



City of Willard, MO

# Utility Monthly Adjustment Report

Date Range: 12/1/2024 - 12/31/2024

## Daily Distribution

Day of the Week: 2	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	
<b>Revenue Code: 996 - UNAPPLIED CREDITS / REFUNDS</b>													
	Reverse Payment Adjustm...	1	100.00										
												Day 2 Total:	100.00
<b>Day of the Week: 3</b>													
<b>Revenue Code: NON PAYMENT - NON-PAYMENT PENALTY</b>													
	Reverse Cutoff Adjustment	1	-50.00										
												Day 3 Total:	-50.00
<b>Day of the Week: 9</b>													
<b>Revenue Code: 195 - WATER PENALTIES</b>													
	Reverse Penalty Adjustment	2	-9.92										
<b>Revenue Code: 495 - SEWER PENALTIES</b>													
	Reverse Penalty Adjustment	2	-11.56										
<b>Revenue Code: NON PAYMENT - NON-PAYMENT PENALTY</b>													
	Miscellaneous Adjustment	1	50.00										
												Day 9 Total:	28.52
<b>Day of the Week: 10</b>													
<b>Revenue Code: 400 - SEWER - RESIDENTIAL</b>													
	Miscellaneous Adjustment	1	-24.80										
												Day 10 Total:	-24.80
<b>Day of the Week: 11</b>													
<b>Revenue Code: 195 - WATER PENALTIES</b>													
	Reverse Penalty Adjustment	1	-1.81										
<b>Revenue Code: 495 - SEWER PENALTIES</b>													
	Reverse Penalty Adjustment	1	-4.17										
												Day 11 Total:	-5.98

### Daily Distribution

Day of the Week: 16	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Revenue Code: 110 - WATER - COMMERCIAL</b>												
	Miscellaneous Adjustment	3	-157.58									
<b>Day 16 Total:</b>												-157.58
<b>Day of the Week: 23</b>												
<b>Revenue Code: 100 - WATER - RESIDENTIAL</b>												
	Miscellaneous Adjustment	1	-23.14									
<b>Day 23 Total:</b>												-23.14
<b>Day of the Week: 28</b>												
<b>Revenue Code: 100 - WATER - RESIDENTIAL</b>												
	Reverse Payment Adjustm...	3	49.51									
<b>Revenue Code: 190 - RESIDENTIAL CITY TAX</b>												
	Reverse Payment Adjustm...	2	0.99									
<b>Revenue Code: 191 - RESIDENTIAL COUNTY TAX</b>												
	Reverse Payment Adjustm...	2	0.19									
<b>Revenue Code: 195 - WATER PENALTIES</b>												
	Reverse Payment Adjustm...	1	2.57									
<b>Revenue Code: 400 - SEWER - RESIDENTIAL</b>												
	Reverse Payment Adjustm...	2	109.18									
<b>Revenue Code: 495 - SEWER PENALTIES</b>												
	Reverse Payment Adjustm...	1	5.46									
<b>Revenue Code: 996 - UNAPPLIED CREDITS / REFUNDS</b>												
	Reverse Payment Adjustm...	3	188.10									
<b>Day 28 Total:</b>												356.00
<b>Day of the Week: 30</b>												
<b>Revenue Code: 996 - UNAPPLIED CREDITS / REFUNDS</b>												
	Reverse Payment Adjustm...	4	275.47									
<b>Day 30 Total:</b>												275.47
<b>Day of the Week: 31</b>												
<b>Revenue Code: 100 - WATER - RESIDENTIAL</b>												
	Miscellaneous Adjustment	1	125.00	Reverse Payment Adjustm...	1	15.28						
<b>Revenue Code: 190 - RESIDENTIAL CITY TAX</b>												
	Reverse Payment Adjustm...	1	0.31									
<b>Revenue Code: 191 - RESIDENTIAL COUNTY TAX</b>												
	Reverse Payment Adjustm...	1	0.06									
<b>Revenue Code: 195 - WATER PENALTIES</b>												
	Reverse Payment Adjustm...	1	1.53									
<b>Revenue Code: 400 - SEWER - RESIDENTIAL</b>												
	Reverse Payment Adjustm...	1	41.71									

Item # 6.



## Daily Distribution

**Revenue Code: 495 - SEWER PENALTIES**  
 Reverse Payment Adjustm... 1 4.17  
**Revenue Code: 801 - NSF CHARGES (Adjustment)**  
 Miscellaneous Adjustment 1 30.00  
Day 31 Total: 218.06  
Grand Total for Period: 716.55

### Adjustment Type Totals

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Adjustment Type: MSC - Miscellaneous Count: 8</b>											
100 - WATER - RESIDENTIAL	2	101.86	110 - WATER - COMMERCIAL	3	-157.58	400 - SEWER - RESIDENTIAL	1	-24.80	801 - NSF CHARGES (Adjustm...	1	30.00
NON PAYMENT - NON-PAY...	1	50.00									
<b>Adjustment Type: RCO - Reverse Cutoff Count: 1</b>											
NON PAYMENT - NON-PAY...	1	-50.00									
<b>Adjustment Type: RPA - Reverse Payment Count: 24</b>											
100 - WATER - RESIDENTIAL	3	64.79	190 - RESIDENTIAL CITY TAX	3	1.30	191 - RESIDENTIAL COUNT...	3	0.25	195 - WATER PENALTIES	2	4.10
400 - SEWER - RESIDENTIAL	3	150.89	495 - SEWER PENALTIES	2	9.63	996 - UNAPPLIED CREDITS...	8	563.57			
<b>Adjustment Type: RPN - Reverse Penalty Count: 6</b>											
195 - WATER PENALTIES	3	-11.73	495 - SEWER PENALTIES	3	-15.73						
<b>Grand Total Adjustment Types for Period:</b>											716.55

### Revenue Code Totals By Class

<b>Class: CITY RES - CITY RESIDENTIAL</b>											
Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Revenue Code: 100 - WATER - RESIDENTIAL</b>											
Miscellaneous Adjustment	1	125.00	Reverse Payment Adjustme...	4	64.79						
<b>Revenue Code: 190 - RESIDENTIAL CITY TAX</b>											
Reverse Payment Adjustme...	3	1.30									
<b>Revenue Code: 191 - RESIDENTIAL COUNTY TAX</b>											
Reverse Payment Adjustme...	3	0.25									
<b>Revenue Code: 195 - WATER PENALTIES</b>											
Reverse Payment Adjustme...	2	4.10	Reverse Penalty Adjustment	3	-11.73						
<b>Revenue Code: 400 - SEWER - RESIDENTIAL</b>											
Miscellaneous Adjustment	1	-24.80	Reverse Payment Adjustme...	3	150.89						
<b>Revenue Code: 495 - SEWER PENALTIES</b>											
Reverse Payment Adjustme...	2	9.63	Reverse Penalty Adjustment	3	-15.73						
<b>Revenue Code: 801 - NSF CHARGES (Adjustment)</b>											
Miscellaneous Adjustment	1	30.00									
<b>Revenue Code: 996 - UNAPPLIED CREDITS / REFUNDS</b>											
Reverse Payment Adjustme...	5	367.70									
<b>Class CITY RES Total:</b>											

Item # 6.

**Revenue Code Totals By Class**

Class: NONPRF - NON-PROFIT		Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type
Revenue Code: 110 - WATER - COMMERCIAL		3	-157.58	Miscellaneous Adjustment									
Class NONPRF Total:			-157.58										
Class: RURAL RES - RURAL RESIDENTIAL		Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type
Revenue Code: 100 - WATER - RESIDENTIAL		1	-23.14	Miscellaneous Adjustment									
Revenue Code: 996 - UNAPPLIED CREDITS / REFUNDS		3	195.87	Reverse Payment Adjustme...									
Revenue Code: NON PAYMENT - NON-PAYMENT PENALTY		1	50.00	Reverse Cutoff Adjustment	1	-50.00							
Class RURAL RES Total:			172.73										
Grand Total for Period:			716.55										

**Revenue Code Totals by Type**

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
Revenue Code: 100 - WATER - RESIDENTIAL		2	101.86	Reverse Payment Adjustme...	4	64.79								
Revenue Code: 110 - WATER - COMMERCIAL		3	-157.58	Miscellaneous Adjustment										
Revenue Code: 190 - RESIDENTIAL CITY TAX		3	1.30	Reverse Payment Adjustme...										
Revenue Code: 191 - RESIDENTIAL COUNTY TAX		3	0.25	Reverse Payment Adjustme...										
Revenue Code: 195 - WATER PENALTIES		2	4.10	Reverse Penalty Adjustment	3	-11.73								
Revenue Code: 400 - SEWER - RESIDENTIAL		1	-24.80	Reverse Payment Adjustme...	3	150.89								
Revenue Code: 495 - SEWER PENALTIES		2	9.63	Reverse Penalty Adjustment	3	-15.73								
Revenue Code: 801 - NSF CHARGES (Adjustment)		1	30.00	Miscellaneous Adjustment										
Revenue 100 Total:			166.65											
Revenue 110 Total:			-157.58											
Revenue 190 Total:			1.30											
Revenue 191 Total:			0.25											
Revenue 195 Total:			-7.63											
Revenue 400 Total:			126.09											
Revenue 495 Total:			-6.10											
Revenue 801 Total:			30.00											

Item # 6.

### Revenue Code Totals by Type

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Revenue Code: 996 - UNAPPLIED CREDITS / REFUNDS</b>								
Reverse Payment Adjustme...	8	563.57						
<b>Revenue Code: NON PAYMENT - NON-PAYMENT PENALTY</b>								
Miscellaneous Adjustment	1	50.00	Reverse Cutoff Adjustment	1	-50.00			
<b>Revenue 996 Total:</b>								
								563.57
<b>Revenue NON PAYMENT Total:</b>								
								0.00
<b>Grand Total Revenue by Type for Period:</b>								
								716.55

### Totals by Transaction Type

Transaction Type	Count	Amount
Miscellaneous Adjustment	8	-0.52
Reverse Cutoff Adjustment	1	-50.00
Reverse Payment Adjustment	10	794.53
Reverse Penalty Adjustment	3	-27.46
<b>Total for Period:</b>	<b>22</b>	<b>716.55</b>

### Totals by Transaction Type and Revenue Code

Transaction Type	Revenue Code	Count	Amount
Miscellaneous Adjustment	100 - WATER - RESIDENTIAL	2	101.86
	110 - WATER - COMMERCIAL	3	-157.58
	400 - SEWER - RESIDENTIAL	1	-24.80
	801 - NSF CHARGES (Adjustment)	1	30.00
	NON PAYMENT - NON-PAYMENT PENALTY	1	50.00
<b>Miscellaneous Adjustment Total:</b>			
			-0.52
Reverse Cutoff Adjustment	NON PAYMENT - NON-PAYMENT PENALTY	1	-50.00
	<b>Reverse Cutoff Adjustment Total:</b>		
Reverse Payment Adjustment	100 - WATER - RESIDENTIAL	4	64.79
	190 - RESIDENTIAL CITY TAX	3	1.30
	191 - RESIDENTIAL COUNTY TAX	3	0.25
	195 - WATER PENALTIES	2	4.10
	400 - SEWER - RESIDENTIAL	3	150.89
	495 - SEWER PENALTIES	2	9.63
	996 - UNAPPLIED CREDITS / REFUNDS	8	563.57
<b>Reverse Payment Adjustment Total:</b>			
			794.53
Reverse Penalty Adjustment	195 - WATER PENALTIES	3	-11.73

### Totals by Transaction Type and Revenue Code

Transaction Type	Revenue Code	Count	Amount
	495 - SEWER PENALTIES	3	-15.73
<b>Reverse Penalty Adjustment Total:</b>		<b>40</b>	<b>-27.46</b>
<b>Total for Period:</b>			<b>716.55</b>

### Totals by Revenue Code

Revenue Code	Count	Amount
100 - WATER - RESIDENTIAL	2	166.65
110 - WATER - COMMERCIAL	3	-157.58
190 - RESIDENTIAL CITY TAX	3	1.30
191 - RESIDENTIAL COUNTY TAX	3	0.25
195 - WATER PENALTIES	2	-7.63
400 - SEWER - RESIDENTIAL	1	126.09
495 - SEWER PENALTIES	2	-6.10
801 - NSF CHARGES (Adjustment)	1	30.00
996 - UNAPPLIED CREDITS / REFUNDS	8	563.57
NON PAYMENT - NON-PAYMENT PENALTY	1	0.00
<b>Total for Period:</b>	<b>40</b>	<b>716.55</b>

### Revenue Code Totals By Read Group

Read Group	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Read Group: 01 - Read Group: 01</b>									
<b>Revenue Code: 195 - WATER PENALTIES</b>									
Reverse Penalty Adjustment		1	-3.82						
<b>Revenue Code: 400 - SEWER - RESIDENTIAL</b>									
Miscellaneous Adjustment		1	-24.80						
<b>Revenue Code: 495 - SEWER PENALTIES</b>									
Reverse Penalty Adjustment		1	-4.17						
<b>Revenue Code: 996 - UNAPPLIED CREDITS / REFUNDS</b>									
Reverse Payment Adjustme...		1	79.60						
									<b>Read Group 01 Total:</b>
									46.81
<b>Read Group: 03 - Read Group: 03</b>									
<b>Revenue Code: 100 - WATER - RESIDENTIAL</b>									
Reverse Payment Adjustme...		1	15.28						
<b>Revenue Code: 190 - RESIDENTIAL CITY TAX</b>									
Reverse Payment Adjustme...		1	0.31						
<b>Revenue Code: 191 - RESIDENTIAL COUNTY TAX</b>									
Reverse Payment Adjustme...		1	0.06						
<b>Revenue Code: 195 - WATER PENALTIES</b>									
Reverse Payment Adjustme...		1	1.53						
<b>Revenue Code: 400 - SEWER - RESIDENTIAL</b>									
Reverse Payment Adjustme...		1	41.71						

Item # 6.

### Revenue Code Totals By Read Group

Revenue Code	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Revenue Code: 495 - SEWER PENALTIES</b>												
Reverse Payment Adjustme...		1	4.17									
<b>Revenue Code: 801 - NSF CHARGES (Adjustment)</b>												
Miscellaneous Adjustment		1	30.00									93.06
<b>Read Group 03 Total:</b>												
<b>Read Group: 04 - Read Group: 04</b>												
<b>Revenue Code: 110 - WATER - COMMERCIAL</b>												
Miscellaneous Adjustment		3	-157.58									
<b>Revenue Code: 996 - UNAPPLIED CREDITS / REFUNDS</b>												
Reverse Payment Adjustme...		1	100.00									
<b>Revenue Code: NON PAYMENT - NON-PAYMENT PENALTY</b>												
Miscellaneous Adjustment		1	50.00									-7.58
<b>Read Group 04 Total:</b>												
<b>Read Group: 06 - Read Group: 06</b>												
<b>Revenue Code: 195 - WATER PENALTIES</b>												
Reverse Penalty Adjustment		1	-6.10									
<b>Revenue Code: 495 - SEWER PENALTIES</b>												
Reverse Penalty Adjustment		1	-7.39									-13.49
<b>Read Group 06 Total:</b>												
<b>Read Group: 07 - Read Group: 07</b>												
<b>Revenue Code: 195 - WATER PENALTIES</b>												
Reverse Penalty Adjustment		1	-1.81									
<b>Revenue Code: 495 - SEWER PENALTIES</b>												
Reverse Penalty Adjustment		1	-4.17									-5.98
<b>Read Group 07 Total:</b>												
<b>Read Group: 09 - Read Group: 09</b>												
<b>Revenue Code: 100 - WATER - RESIDENTIAL</b>												
Miscellaneous Adjustment		2	101.86	Reverse Payment Adjustme...	3	49.51						
<b>Revenue Code: 190 - RESIDENTIAL CITY TAX</b>												
Reverse Payment Adjustme...		2	0.99									
<b>Revenue Code: 191 - RESIDENTIAL COUNTY TAX</b>												
Reverse Payment Adjustme...		2	0.19									
<b>Revenue Code: 195 - WATER PENALTIES</b>												
Reverse Payment Adjustme...		1	2.57									
<b>Revenue Code: 400 - SEWER - RESIDENTIAL</b>												
Reverse Payment Adjustme...		2	109.18									
<b>Revenue Code: 495 - SEWER PENALTIES</b>												
Reverse Payment Adjustme...		1	5.46									
<b>Revenue Code: 996 - UNAPPLIED CREDITS / REFUNDS</b>												
Reverse Payment Adjustme...		6	383.97									

### Revenue Code Totals By Read Group

Revenue Code: **NON PAYMENT - NON-PAYMENT PENALTY**  
 Reverse Cutoff Adjustment 1 -50.00

Read Group 09 Total: 603.73  
 Grand Total for Period: 716.55

### Revenue Code Totals By Bill Cycle

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
<b>Bill Cycle: 01 - Cycle: 01</b>								
Revenue Code: <b>100 - WATER - RESIDENTIAL</b>								
Miscellaneous Adjustment	2	101.86	Reverse Payment Adjustment...	4	64.79			
Revenue Code: <b>110 - WATER - COMMERCIAL</b>								
Miscellaneous Adjustment	3	-157.58						
Revenue Code: <b>190 - RESIDENTIAL CITY TAX</b>								
Reverse Payment Adjustment...	3	1.30						
Revenue Code: <b>191 - RESIDENTIAL COUNTY TAX</b>								
Reverse Payment Adjustment...	3	0.25						
Revenue Code: <b>195 - WATER PENALTIES</b>								
Reverse Payment Adjustment...	2	4.10	Reverse Penalty Adjustment	3	-11.73			
Revenue Code: <b>400 - SEWER - RESIDENTIAL</b>								
Miscellaneous Adjustment	1	-24.80	Reverse Payment Adjustment...	3	150.89			
Revenue Code: <b>495 - SEWER PENALTIES</b>								
Reverse Payment Adjustment...	2	9.63	Reverse Penalty Adjustment	3	-15.73			
Revenue Code: <b>801 - NSF CHARGES (Adjustment)</b>								
Miscellaneous Adjustment	1	30.00						
Revenue Code: <b>996 - UNAPPLIED CREDITS / REFUNDS</b>								
Reverse Payment Adjustment...	8	563.57						
Revenue Code: <b>NON PAYMENT - NON-PAYMENT PENALTY</b>								
Miscellaneous Adjustment	1	50.00	Reverse Cutoff Adjustment	1	-50.00			
<b>Bill Cycle 01 Total:</b>			<b>716.55</b>			<b>716.55</b>		
<b>Grand Total for Period:</b>			<b>716.55</b>			<b>716.55</b>		

**City of Willard, Missouri  
Resolution No. 25-06**

**A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO A WORK AGREEMENT WITH ALLGEIER, MARTIN AND ASSOCIATES, INC. TO CONSTRUCT A DRAINAGE CHANNEL ON MISSOURI DEPARTMENT OF TRANSPORTATION (MODOT) RIGHT OF WAY BETWEEN US HIGHWAY 160 AND PROCTOR ROAD**

**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 needing to upgrade and define its storm water channels, and

**WHEREAS**, The Willard Branch needs engineering to define the scope of the project.

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

Recognizes the need for the Mayor to enter into the work agreement with Allgeier, Martin and Associates, Inc. to construct a drainage channel.

**Dated:** This the 27th day of January 2025 by the Board of Aldermen of the City of Willard, Missouri.

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

\_\_\_\_\_  
Attested By: Janice Gargus, City Clerk

**WORK AUTHORIZATION NUMBER AMA-OC-WILL-25-001  
TO AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES**

**THIS WORK AUTHORIZATION AGREEMENT**, made this \_\_\_\_ day of \_\_\_\_\_, 2025, by and between **CITY OF WILLARD, MISSOURI**, hereinafter referred to as **OWNER**, and **ALLGEIER, MARTIN and ASSOCIATES, INC.**, hereinafter referred to as **ENGINEER**.

**WHEREAS**, the OWNER entered into a Contract with the ENGINEER dated November 28<sup>th</sup>, 2022 for “on-call” professional engineering services; and

**WHEREAS**, the OWNER intends to construct a drainage channel on Missouri Department of Transportation (MODOT) right of way between US Highway 160 and Proctor Road to divert stormwater runoff to help alleviate a portion of the floodwaters in the Gauge Crossing residential neighborhood; and

**WHEREAS**, the ENGINEER agrees to perform the various professional engineering services required for the construction of said improvements as part of the above referenced Contract;

**NOW THEREFORE**, for and in consideration of certain amounts hereinafter specified to be paid to the ENGINEER by the OWNER, the ENGINEER agrees to perform all of the engineering work as hereinafter described. This Agreement provides authorization to proceed with the work and confirms the terms and conditions under which the services are to be provided.

**SCOPE OF ENGINEERING SERVICES**

In general, the Project provides for the design of approximately 400 lineal feet of roadside drainage channel parallel to and within the south right of way of US Highway 160 between Miller Road and State Route AB in Willard, Missouri. The design will include a levee as necessary to accommodate the additional stormwater flow through the Proctor Road culvert downstream of the proposed roadside drainage channel.

After written authorization to proceed, ENGINEER will provide the following Engineering Services:

**Design Development Phase:**

- Perform topographic surveys required for preparation of drainage channel construction drawings, and land surveys required for boundary determinations.
- Perform topographic surveys required for determination of capacity of existing culvert between houses on Gauge Street.
- Using topographic and design survey data, develop a computer-generated surface model of the drainage channel construction corridor (50' ± wide at a scale of 1"=20' with 1' contours) and create preliminary plan view and ground profile plan sheets depicting property lines including ownership, and important surface features such as buildings,



roads, ditches, fences, select trees and shrubs, ponds, creek channel, etc. All plan sheets will be drawn in the AutoCAD 2025 Civil 3D environment.

- Prepare plan and profile drawings delineating drainage channel alignment and highway right-of-way construction limits boundary conforming to applicable industry standards. Include sufficient notes on drawings to identify acceptable construction materials and equipment. Supplement with technical specifications.
- Analyze capacity of existing culvert between houses on Gauge Street.
- Prepare detail drawings for location, extents, and height of levee.
- Prepare erosion and sediment control plan with all the details necessary to construct erosion and sediment control features to conform with the City of Willard and MODOT requirements.
- Prepare any necessary permit applications to submit to regulatory agencies having jurisdiction over the project. It is anticipated that a Corps of Engineers Section 404 Permit will not be required. It is anticipated that the following permits may be required:
  - 1) City of Willard Grading Permit
  - 2) MODOT Right of Way Permit
  - 3) Floodplain Development Permit
- Submit design development phase documents to City of Willard and MODOT for review and approval. Respond to any and all review comments as necessary.
- Attend review meeting with Willard and MODOT representatives if required, and compile and distribute written summary of meeting.

#### **Construction Phase:**

ENGINEER will provide basic engineering services during the construction phase as follows:

- Answer questions of OWNER as needed regarding design intent.
- Answer questions of OWNER as needed in situations of conflicting physical constraints during construction.
- Upon written request of OWNER, provide construction layout staking for limits of construction and grade control.
- The OWNER has expressed their intent to manage and inspect the construction of the project with city forces.

#### **OWNER'S RESPONSIBILITIES**

OWNER shall do the following in a timely manner so as not to delay the services of ENGINEER:

- Designate in writing a person to act as OWNER's representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define OWNER's policies and decisions with respect to ENGINEER's services for this Project.
- Provide all criteria and full information as to OWNER's requirements for the Project, including design objectives and constraints, space, capacity and performance

requirements, flexibility and expandability, and any budgetary limitations; and furnish copies of all design and construction standards which OWNER will require to be included in the design drawings and specifications.

- Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by ENGINEER, obtain advice of an attorney, insurance counselor and other consultants as OWNER deems appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of ENGINEER.
- Give prompt written notice to ENGINEER whenever OWNER observes or otherwise becomes aware of any development that affects the scope or timing of ENGINEER's services.

### **ENGINEER'S RESPONSIBILITIES**

ENGINEER shall provide all professional and technical personnel required for the performance of the engineering services described under Scope of Services.

### **TIME FOR COMPLETION OF SERVICES**

Services to be performed by the ENGINEER shall begin upon OWNER's acceptance of the Agreement and authorization to proceed. Preparation of design plans and permit applications to construct project shall be completed and submitted to OWNER and MODOT within 60 days after receipt of the OWNER's authorization to proceed.

### **FEES AND COMPENSATION**

ENGINEER will perform the required engineering services described herein and bill OWNER on the basis of actual time accrued working on the project plus expenses at the labor and non-labor rates listed in the 2023, 2024 and 2025 Rate Schedule attached hereto, with a total compensation not-to-exceed **\$17,900** which is broken down in more detail as follows:

**Design Development:** Fees and compensation for design development phase engineering are estimated at **\$14,300**.

**Construction:** Fees and compensation for construction phase engineering services are estimated at **\$1,400**.

**Construction Staking:** Fees and compensation for construction staking surveying services are estimated at **\$2,200**. This phase of engineering services will only move forward with OWNER's written approval to proceed.

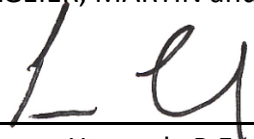
**Resident Project Representation:** ENGINEER will not provide a Resident Project Representative (RPR) during the construction phase.

Distribution of compensation between the respective engineering services described herein may be altered as necessary to be consistent with services actually rendered but shall not exceed the total estimated compensation amount unless approved in writing by the OWNER.

**ACKNOWLEDGMENTS AND AUTHORIZATION**

**IN WITNESS WHEREOF**, City of Willard, Missouri as OWNER by Wes Young, City Administrator, and Allgeier, Martin and Associates, Inc., as ENGINEER by Thomas Hancock, P.E., Vice President, have caused this Agreement to be signed this \_\_\_\_ day of \_\_\_\_\_, 2025.

ALLGEIER, MARTIN and ASSOCIATES, INC.

By:   
Thomas Hancock, P.E., Vice President

AUTHORIZED AND AGREED TO:

City of Willard, Missouri  
By: \_\_\_\_\_  
Wes Young, City Administrator

**ALLGEIER, MARTIN and ASSOCIATES, INC.**  
**Consulting Engineers and Surveyors**

**RATE SCHEDULE**  
**2023, 2024 and 2025**

**LABOR RATES**

<u>Classification</u>	<u>Hourly Billing Rate</u>		
	01/01/2023 thru 12/31/2023	01/01/2024 thru 12/31/2024	01/01/2025 thru 12/31/2025
Principal/Engineer VI	\$271	\$281	\$293
Principal/Engineer V	\$241	\$250	\$261
Principal/Engineer IV	\$218	\$226	\$236
Principal/Engineer III	\$198	\$205	\$215
Project Manager/Engineer II	\$177	\$184	\$192
Project Manager/Engineer I	\$160	\$165	\$173
Technician IV	\$146	\$151	\$158
Technician III/GIS Specialist	\$146	\$151	\$158
Technician III	\$123	\$127	\$133
Technician II	\$109	\$112	\$118
Technician I	\$102	\$106	\$110
Two-Man GPS Survey Crew	\$205	\$212	\$222
One-Man GPS Survey Crew	\$160	\$165	\$173
Three-Man Survey Crew	\$230	\$238	\$248
Two-Man Survey Crew	\$172	\$178	\$186
Registered Land Surveyor II	\$190	\$196	\$205
Registered Land Surveyor I	\$164	\$170	\$177
Survey Crew Member	\$83	\$86	\$90
Right of Way Specialist	\$126	\$131	\$137
Project Representative III	\$123	\$127	\$133
Project Representative II	\$109	\$112	\$118
Project Representative I	\$102	\$106	\$110
Secretary/Assistant	\$82	\$85	\$89
Print Specialist	\$82	\$85	\$89

Note: All pre-approved overtime hours shall be invoiced at 1 ½ times the hourly billing rates shown above

**NON-LABOR RATES**

<u>Item</u>	<u>Rate</u>
Travel	\$0.70 per mile (or current IRS rate)
Subsistence	Actual Cost
Lodging	Actual cost
Special Postage or Shipping	Actual cost
Printing	Actual cost
Surveying Materials	Actual cost
Subcontract Specialty Services	Cost + 10%
Deposition & Court Testimony	Standard Hourly Billing Rate x 2

**CITY OF WILLARD, MISSOURI  
RESOLUTION NO: 25-07**

**A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AUTHORIZING THE MAYOR TO ENTER INTO A WORK AGREEMENT WITH CJW TRANSPORTATION CONSULTANTS LLC FOR ENGINEERING SERVICES**

**WHEREAS, The City of Willard is looking to improve the downtown area; and**

**WHEREAS, Parking is a real concern; and**

**WHEREAS, The project requires engineering.**

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

Recognizes the need for the Mayor to enter into the terms of the work agreement with CJW Transportation Consultants, LLC.

**Dated:** This the **27th day of January, 2025** by the Board of Aldermen of the City of Willard, Missouri.

---

Approved By: Mayor Troy Smith

---

Attested by Janice Gargus, City Clerk

SHORT FORM OF AGREEMENT  
BETWEEN OWNER AND ENGINEER  
FOR  
PROFESSIONAL SERVICES

THIS IS AN AGREEMENT effective as of \_\_\_\_\_ (“Effective Date”) between

\_\_\_\_\_ City of Willard, MO \_\_\_\_\_ (“Owner”)

and

\_\_\_\_\_ CJW Transportation Consultants LLC \_\_\_\_\_ (“Engineer”).

Owner's Project, of which Engineer's services under this Agreement are a part, is generally identified as follows:

Professional Engineering, Traffic, and Surveying Services – Jackson Street Parking Expansion Project, Willard, Missouri (“Project”).

Engineer’s Services under this Agreement are generally identified as follows:

CJW is pleased to provide you with a proposal for services requested on the aforementioned project, and we are prepared to provide the field survey and other professional services that will be included in Jackson Street Parking Expansion Project. Plans to include Project Management, Surveying and Digital Base Mapping, Conceptual Plans, Right of Way Plans, Utility Coordination, Final Plans, Specs, Estimate and Bidding Support.

**Professional Engineering, Traffic, and Survey Services Proposed:**

- Task 1. Project Management
- Task 2. Survey/Digital Base Mapping
- Task 3. Conceptual Plans
- Task 4. ROW Plans
- Task 5. Utility Coordination
- Task 6. Final PS& E
- Task 7. Bidding Support

Owner and Engineer further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Engineer shall provide, or cause to be provided, the services set forth in this Agreement. If authorized by Owner, or if required because of changes in the

Project, Engineer shall furnish services in addition to those set forth above. Owner shall pay Engineer for its services as set forth in Paragraphs 7.01 and 7.02.

- B. Engineer shall complete its services within a reasonable time.

### 2.01 *Payment Procedures*

- A. *Invoices*: Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's invoice, then the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension. Payments will be credited first to interest and then to principal.

### 3.01 *Termination*

- A. The obligation to continue performance under this Agreement may be terminated:
1. For cause,
    - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.
    - b. By Engineer:
      - 1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or
      - 2) upon seven days written notice if the Engineer's services for the Project are delayed for more than 90 days for reasons beyond Engineer's control.

Engineer shall have no liability to Owner on account of a termination by Engineer under Paragraph 3.01.A.1.b.

- c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds

diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner.
- B. The terminating party under Paragraph 3.01.A may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.
  - C. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all reimbursable expenses incurred through the effective date of termination.

#### 4.01 *Successors, Assigns, and Beneficiaries*

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any contractor, subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.



### 5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Engineer shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work.
- C. This Agreement is to be governed by the law of the state or jurisdiction in which the Project is located.
- D. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor. Engineer is not responsible for variations between actual construction bids or costs and Engineer's opinions or estimates regarding construction costs.
- E. Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or of any other persons (except Engineer's own employees) at the Project site or otherwise furnishing or performing any construction work; or for any decision made regarding the construction contract requirements, or any application, interpretation, or clarification of the construction contract other than those made by Engineer.
- F. The general conditions for any construction contract documents prepared hereunder are to be the "Standard General Conditions of the Construction Contract" as prepared by the Engineers Joint Contract Documents Committee (EJCDC C-700, 2007 Edition) unless the parties agree otherwise.
- G. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment for all services relating to preparation of the documents and subject to

the following limitations: (1) Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer; (2) any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants; (3) Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and (4) such limited license to Owner shall not create any rights in third parties.

- H. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited to the total amount of compensation received by Engineer.
- I. The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste as defined by the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq., or radioactive materials). If Engineer or any other party encounters a Hazardous Environmental Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (1) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (2) warrants that the Site is in full compliance with applicable Laws and Regulations.
- J. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.

#### 6.01 *Total Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

7.01 *Basis of Payment—Hourly Rates Plus Reimbursable Expenses*

A. Using the procedures set forth in Paragraph 2.01, Owner shall pay Engineer as follows:

1. An amount equal to the cumulative hours charged to the Project by each class of Engineer's employees times standard hourly rates for each applicable billing class for all services performed on the Project, plus reimbursable expenses and Engineer's consultants' charges, if any.

TASK	COST
Task 1. Project Management	\$ 610.00
Task 2. Survey/Digital Base Mapping	\$ 5,920.00
Task 3. Conceptual Plans	\$ 4,000.00
Task 4. ROW Plans (60 Percent)	\$ 8,020.00
Task 5. Utility Coordination	\$ 1,500.00
Task 6. Final PS& E	\$ 8,200.00
Task 7. Bidding Support	\$ 1,200.00
Reimbursement (Mileage, Printing, Photos, etc.)	\$ 550.00

2. Engineer's Standard Hourly Rates are attached as Appendix 1.
3. The total compensation for services and reimbursable expenses is estimated to be \$ **30,000.00.**

7.02 *Additional Services:* For additional services of Engineer's employees engaged directly on the Project, Owner shall pay Engineer an amount equal to the cumulative hours charged to the Project by each class of Engineer's employees times standard hourly rates for each applicable billing class; plus reimbursable expenses and Engineer's consultants' charges, if any. Engineer's standard hourly rates are attached as Appendix 1.

Attachments: Appendix 1, Engineer's Standard Hourly Rates

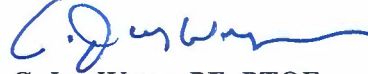
Appendix 2, Insurance Certificate

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

OWNER: City of Willard, MO

ENGINEER: CJW Transportation Consultants, LLC

By:

By:   
C. Jay Wynn, PE, PTOE

Title: Project Representative

Title: Owner

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

Date Signed: 1-17-25

Engineer License or Firm's Certificate Number: 027249

State of: Missouri

Address for giving notices:

Address for giving notices:

224 W. Jackson Street

5051 S. National Avenue, Suite 7A

Clinton, MO 65781

Springfield, Missouri 65810

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_





## 2025 Fee Schedule

### Personnel Hourly Rates:

Principal	\$205.00
Senior Engineer I	\$200.00
Senior Engineer II	\$192.00
Project Engineer	\$134.00
Project Manager	\$126.00
Engineer Intern	\$96.00
Graduate Engineer	\$95.00
Student Intern	\$38.00
Inspector	\$125.00
Senior Designer	\$126.00
Senior Designer II	\$93.00
Survey Manager / PLS	\$149.00
Survey Crew Chief	\$87.00
Engineering Technician	\$72.00
Survey Crew Member	\$71.00
2-Person Survey Crew	\$158.00
Landscape Architect (Frank Z Designs)	\$120.00
Administrative Project Support	\$50.00
Administrator	\$42.00
Clerical	\$35.00
Traffic Data Collector	\$36.00

### Expenses and Equipment Charges:

Vehicle (3/4 ton or less)	\$0.70/mile
Copies	\$0.10/each
Blueprints	\$0.55/sq. ft.
Real Time GPS Equipment	\$275.00/day
Robotic Prism-Less Instrument	\$215.00/day
Drone Usage	\$300.00/hour

**Reimbursable:** Travel Expenses, Outside Printing, Sub-Contractor Expenses

**Overtime (Over 8 hours a day, 40 hours a week, Saturdays, Sundays, and Holidays):**

1.5 times the hourly rate



# CERTIFICATE OF LIABILITY INSURANCE

Item # 8.

DATE (MM/DD/YYYY)

1/17/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Insurancenter 2901 Arizona Ave Joplin MO 64804	CONTACT NAME:	
	PHONE (A/C, No, Ext): 417-623-7500	FAX (A/C, No): 417-623-0902
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : CINCINNATI INSURANCE COMPANY	NAIC # 10677
INSURED CJW Transportation Consultants, LLC 5051 S National, Ste 7A & 7B Springfield MO 65810	INSURER B : Cincinnati Indemnity Company 23280	
	INSURER C : National Casualty Co 11991	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES CERTIFICATE NUMBER: 2035250935 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:		ECP0383831	4/22/2024	4/22/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		ECP0383831	4/22/2024	4/22/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0		ECP0383831	4/22/2024	4/22/2025	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	EWC0383832	4/22/2024	4/22/2025	PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability		JEO0002667	4/22/2024	4/22/2025	Each Occurrence 1,000,000 Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

### CERTIFICATE HOLDER

### CANCELLATION

City of Willard 473 State Highway 125 Strafford MO 65757	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

**CITY OF WILLARD, MISSOURI  
RESOLUTION NO. 25-08**

**A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI  
AUTHORIZING THE MAYOR TO ENTER INTO 12-MONTH SEEMYLEGACY ANNUAL  
SUBSCRIPTION**

**WHEREAS**, SeeMyLegacy is a streamlining process for community giving; and

**WHEREAS**, this will help the city to recruit and manage donors and volunteers.

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

Recognizes the need for the Mayor to enter into a 12-Month SeeMyLegacy Subscription.

**Dated:** This the **27<sup>th</sup> day of January** 2025 by the Board of Aldermen of the City of Willard, Missouri.

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

\_\_\_\_\_  
Attested By: Janice Gargus, City Clerk



# Willard, MO - SeeMyLegacy Quote

Quote created: November 5, 2024 Reference: 20241105-171951065

**Willard, MO**  
224 W. Jackson Street  
Willard, MO 65781  
United States

**Troy Smith**

## SeeMyLegacy Platform

The leading digital platform that makes community giving simple and rewarding. You can streamline and organize your memorial programs, campaign for new sponsorships or initiatives, and celebrate those who have given back.

## Quote Details

### 12-Month SML Subscription

1 x \$2,499.00

SeeMyLegacy Annual Subscription that includes all features and functionality of the platform.

One-time subtotal	\$2,499.00
January New Customer 10%	(\$249.90)
	10.0% discount
<b>Total</b>	<b>\$2,249.10</b>

Signature

Date

Printed name

This quote expires on January 31, 2025

**Terms and Conditions**

Your Quote acts as your contract for your See My Legacy Subscription and is subject to all [terms and conditions](#).

**Payment Instructions**

Once Quote is signed, customer can pay directly through the Quote using the Credit Card/ACH or an Invoice can be provided to allow alternative payment options.

<p><b>Check</b> Make checks payable to: See My Legacy LLC</p>	<p><b>ACH</b> Remit payment via ACH to: See My Legacy LLC</p>	<p><b>Wire Transfer</b> Remit payment via wire to: See My Legacy LLC</p>
<p><b>Mail To</b> See My Legacy LLC 18500 Lake RD STE 220 Rocky River OH 44116  Please reference Quote Reference# in Memo</p>	<p><b>ACH Only</b> Bank Routing #: 044000037 Bank Account #: 583590669  Chase Bank 270 Park Avenue, 43rd Floor New York, NY 10017  Please reference Quote Reference# on payment</p>	<p><b>Wire Only</b> Bank Routing #: 021000021 Bank Account #: 583590669  Chase Bank 270 Park Avenue, 43rd Floor New York, NY 10017  Please reference Quote Reference# on payment</p>

Rocky River OH 44116  
(216) 435-7878

Item # 9.

[finance@seemylegacy.com](mailto:finance@seemylegacy.com)

**First Reading: 1/13/2025**  
**Bill No.: 24-69**

**Second Reading: 1/27/2025**  
**Ordinance No.: 241223**

**AN ORDINANCE BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, TO AMEND THE CONVENIENCE FEE FOR ALTERNATIVE PAYMENT.**

**WHEREAS**, the City has determined the need to amend the convenience fee to all credit card transactions to cover the cost charged by the processing companies; and

**WHEREAS**, the Board of Aldermen has agreed to the amended increase of the convenience fee for all credit card transactions made with the City of Willard.

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

**SECTION 1: CONVENIENCE FEE FOR ALTERNATIVE PAYMENT**

The Board of Aldermen may, by Ordinance, adopt or amend, from time to time, a Schedule of Alternative Payment Convenience Fees. The Schedule of Alternative Payment Convenience Fees shall have the power of law and shall be kept on file in the City Clerk’s office for public inspection.

**SECTION 2: CREDIT CARD AND DEBIT CARD FEES**

- A.** A convenience fee shall be added to the cost of any item, fee, license, or permit that is purchased from the City via a credit or debit card.
- B.** The convenience fee shall be charged by a third-party credit card vendor which provides the credit and debit card processing service for the City.
- C.** The convenience fees are set forth in the Schedule of Convenience Fees adopted by the Board of Aldermen by resolution as authorized by Section 70.110 of RSMo.

**SECTION 3: SCHEDULE OF CONVENIENCE FEES**

**A. CASH**

- a. No Charge

**B. MONEY ORDER**

- a. No Charge

**C. CHECK**

- a. No Charge

**D. CREDIT CARD**

- a. In person – Six and Six Tenths Percent (6.6%) of the transaction plus \$1.25

- b. Online – Six and Six Tenths Percent (6.6%) of the transaction plus Two Dollars and Fifty Cents (\$2.50).
- c. By Phone – Six and Six Tenths Percent (6.6%) of the transaction.
- d. Automatic Pay – Six and Six Tenths Percent (6.6%) of the transaction.

**E. DEBIT CARD**

- a. In Person – Six and Six Tenths Percent (6.6%) of the transaction.
- b. Online – Six and Six Tenths Percent (6.6%) of the transaction plus Two Dollars and Fifty Cents (\$2.50).
- c. By Phone – Six and Six Tenths Percent (6.6%) pf the transaction.
- d. Automatic Pay – Six and Six Tenths Percent (6.6%) of the transaction.

**F. BANK PAY (ACH)**

- a. No Charge

**Section 4:** Effective Date. This ordinance shall be in full force and effect from and after its use passage by the Board of Aldermen and approval by the Mayor.

**READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, ON THE 27th DAY OF JANUARY 2025.**

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

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

Attested By: \_\_\_\_\_  
Janice Gargus, City Clerk

**First Reading: 01/27/2025**

**Second Reading: 02/10/2025**

**Bill No: 25-05**

**Ordinance No: 250127**

**AN ORDINANCE REVISING AND REPLACING SECTION 400.1500 OF THE CITY CODE.**

**WHEREAS**, the city infrastructure is constantly being upgraded and,

**WHEREAS**, the streets and easements need proper procedures and inspections

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

**SECTION 1. REPEAL SECTION 400.1500**

Section 400.1500 is hereby repealed in its entirety

**SECTION 2. REPLACEMENT OF SECTION 400.1500**

Section 400.1500 is hereby replaced with the following:

**Section 400.1500. Excavation. [Ord. No. 020227 §1(17.1), 2-27-2002; Ord. No. 050110C §1, 1-10-2005; Ord. No. 050411A §1, 4-11-2005; Ord. No. 101228D §7, 12-28-2010]**

- A. *Purpose.* This Section establishes standards and requirements for any excavation, grading, dislocation or relocation of any material within the City limits of Willard in order to protect the health, safety and welfare of the citizens and their property.
- B. *Applicability.* Unless otherwise exempted by other provisions of this Chapter, any person, firm, corporation or other entity engaged in any excavation, grading, dislocation or relocation of any material within the City limits of Willard shall comply with the applicable provisions of this Section.
- C. *Definitions.* For the purposes of this Section, the following terms, phrases, words and their derivations shall have the meaning given herein. When not inconsistent with the text, words in the singular number include the plural number. The word "shall" is always mandatory and not merely directory. The word "may" is directory and discretionary and not mandatory.

**APPLICANT** — Any person making an application for a permit to excavate.

**BLASTING** — The act of discharging any dynamite, explosive, cap or other device.

**BORING** — Drilling or pushing casing under a street without affecting its top surface.

**CITY** — The City of Willard, Missouri, or the City's authorized representative.

**DYNAMITE OR EXPLOSIVE** — Any product or item which results in the removal, relocation or dislocation of any earth, sand, gravel, rock or other similar material or buildings or other structures and shall include the conditions resulting therefrom.

**EXCAVATION** — Any operation in which earth, rock or other material in or on the ground is moved, removed or otherwise displaced by means of any tools, equipment or explosives

and includes, without limitation, backfilling, grading, trenching, digging, ditching, drilling, well-drilling, augering, boring, tunneling, scraping, cable or pipe plowing, plowing-in, pulling-in, ripping, driving, and demolition of structures, except that, the use of mechanized tools and equipment to break and remove pavement and masonry down only to the depth of such pavement or masonry, the use of high-velocity air to disintegrate and suction to remove earth, rock and other materials, and the tilling of soil for agricultural or seeding purposes shall not be deemed excavation. Backfilling or moving earth on the ground in connection with other excavation operations at the same site shall not be deemed separate instances of excavation.

**GRADING** — Excavation or fill or any combination thereof and shall include the conditions resulting from any excavation or fill.

**PERSON** — Any person, partnership, corporation or other entity.

**SITE** — A lot, tract, project or subdivision of a single owner or several owners.

**D. *Excavation For Construction, Development Or Alteration Of Structures.***

1. *Application.* If any excavation is proposed to be done in connection with any construction, development or alteration of existing structures, the proposal shall be submitted in writing to the City Clerk at the time of the request for approval of the subdivision plat or request for a zoning certificate, whichever first occurs or applies. The proposal for excavation shall be reviewed by the City and either accepted or rejected with recommendations by the City for compliance with generally accepted practices in the industry. The proposal for excavation shall be accompanied by the following:
  - a. Written proof to the City that the applicant is insured and bonded against the possibility or eventuality of destruction, harm, physical injury or other catastrophe caused or threatened to be caused by the excavation;
  - b. Written certification from a licensed engineer that the proposed excavation is being done according to generally accepted practices; and
  - c. If the proposed excavation involves blasting, a pre-blast inspection and report which shall be provided at the applicant's expense.
2. *Blasting limitations.* Notwithstanding anything to the contrary herein, no excavation shall be done by uncovered or uncontained trench blasting; or by blasting or discharge of any explosive within three hundred (300) feet of any structure, building, residentially zoned property or public improvement including underground structures, public or private, unless person or persons causing the excavation shall have complied with all provisions of this Section. Seismographs shall be set at appropriate locations to measure the blast. No blast measured by the seismograph shall exceed a reading of particle velocity of more than one (1) inch per second. However, nothing contained herein shall excuse any person, firm, corporation or other entity from responsibility or liability should they cause damage as a result of their excavation to any person, business or corporation whether public or private, even if the seismograph reading is within the limits as described herein.
3. The City shall, upon completion of the blasting or other excavation, make an inspection of the site in order to certify compliance with the provisions of this Section.

**E. *Excavation Within Rights-of-Way***

1. No person shall cut through, dig into or make an opening in any hot asphaltic concrete street surface or any Portland cement street surface within the City of Willard for the purpose of constructing, installing, laying or repairing sewer lines, water lines, electric lines, gas lines, telephone lines or other such utilities ~~unless the existing location of a City water main or a City sewer line is located under said asphaltic or concrete surface and the purposes of such cutting into or opening in the hard surface is to connect to an existing sewer line or existing water main located under the hard surface.~~

~~In the event~~ All cutting shall be is required approved by the Director of Public Works for connection to an existing sewer lines or water mains, ~~Cuttings shall follow~~ all applicable provisions of this Section and the applicable provisions of the City of Willard Design Standards for Public Improvements relating to regulation of sewer and water extensions and connections shall apply to such cutting or opening.

In all other instances where it is necessary to cross under any street with any sewer line, water main, water line, gas line, electric lines, telephone line or other such utility, it shall be required to bore under the hard surface street and cutting or digging into the street surface shall not be permitted.

- F. No encroachment permit shall be issued by the Director of Public Works for storage of articles in the public right-of-way during construction until the applicant first obtains and furnishes to the city a copy or certificate of insurance in a sum of not less than \$500,000.00 per occurrence for property damage, personal injury or wrongful death. Such insurance shall name and insure the city from any and all liability or damages to persons or property sustained by any person, firm or corporation resulting from the use of street, alley, sidewalk or other public way for which a permit is granted.
- G. A utility or contractor who does more than occasional work in the public way in the course of one year may elect to have a copy of its liability insurance on file with the city in lieu of the above. In such cases, confirmation of insurance shall be required each year.



1. ~~Permit required. It shall be unlawful for any person to make an excavation within the right of way limits of any street, alley or sidewalk within the City without first obtaining a permit from the City Clerk;~~ No person, partnership or corporation shall dig into or across, bore or tunnel under any street or alley in the City unless such person, partnership or corporation shall have a written permit signed by the City of Willard to authorizing such work. The permit cost shall be \$100.00 per **Section 500.110**. The permit shall be good for a maximum of 1000 feet of infrastructure installation. Upon completion of the permit scope the installation shall be inspected and approved for final approval. For larger projects additional permits may be reviewed and processed but only 1 active permit shall be open per project site.
  - a. Whenever an encroachment permit is required, the permit or a copy thereof shall be located at the work site while the work is being performed.
  - b. If applicable, a state or county permit for work in the state or county right-of-way within the corporate limits of the city;
  - c. Any other information deemed necessary by the Director of Public Works.
  - d. ~~provided, that i-~~ In case of an emergency which requires immediate attention to remedy defects in order to prevent loss or damage to persons or property, it shall be sufficient that the person making excavation or opening in the streets, alleys or sidewalks obtain a permit as soon as possible and may proceed without such permit where such permit cannot be obtained immediately and before starting such excavation or opening. For emergency construction sites for which remedial construction will take more than fourteen (14) calendar days, application for the permit must be made within three (3) calendar days from the start of construction. The person securing a permit to make an excavation in any street, alley or sidewalk shall be deemed to be the person making such excavations. *Performance bond required.*
  - e. Prior to the issuance of a permit for excavation within the right-of-way limits of any street, alley or sidewalk, the applicant shall deposit with the City Clerk ~~not less than one thousand dollars (\$1,000.00) cash~~ A determined amount as a surety for performance bond based on the project scope review. In all cases the amount deposited shall be not less than five thousand dollars (\$5000.00)
  - f. A utility or contractor who does more than occasional work in the public ways may elect to obtain a blanket surety bond to cover all work for a period of one year in an amount to be determined by the Director of Public Works, but not to exceed \$500,000.00. The amount of the surety bond will be based upon the anticipated number of projects to be completed within one year. Unless renewed, the surety bond will be refunded, as above, after the last inspection 12 months after the project completion.
  - g. Should the applicant for the permit fail to satisfactorily complete the work required under this Section, the City may give ten (10) days' written notice to applicant and may complete said work at the expense of the applicant. City shall charge and collect against the cash bond such sums as are due from the applicant. If a balance

remains after City has been reimbursed the costs of completion, then such deposit or portion thereof shall be returned to the applicant.

- h. Should the cash bond be insufficient to complete said work to the satisfaction of the City, the applicant shall owe the difference in the costs and expenses incurred. Applicant shall promptly pay to the City the amount due upon notice of said additional charges.
  - i. Such deposit shall be returned 12 months ~~ninety (90) days~~ after the completion and final approval of the project. ~~excavation has been backfilled and after the City Director of Public Works has reported the excavation to have been properly repaired and payment made therefore and to his/her knowledge no damage to any person has occurred by reason of such excavation prior to acceptance by the City.~~
2. *Work performance.* All work will be performed expediently and in a workmanship-like manner and every person making such excavation shall agree to perform all work in accordance with the permit and to indemnify and hold harmless the City, its officers and employees from all liability, judgments, costs, expenses and claims growing out of damages or alleged damages of any nature to any person or property arising out of performance or non-performance of said work or the existence of facilities and/or appurtenances thereof.
  3. *Excavation Provisions: Workers shall exercise caution when working around utilities. This may include hand digging when within 24" of utility markings, having a designated spotter in the trench, boring, and slow scraping of material within the easement. If determined that damage was incurred by lack of caution during the installation, the applicant shall assume all costs for the repair.*
  4. *Plans required.* Where an application is made for an excavation permit for installing an underground gas main, an underground telephone cable, an underground water main or a sanitary or storm sewer, the applicant shall submit a blueprint or plat showing the location where the proposed main or cable is to be placed, if such blueprint is requested by the City, and the same shall be located and installed in accordance with the provisions of the City of Willard Design Standards for Public Improvements or other applicable ordinances and policies of the City.
  5. *Underground installations.* The underground installation of water mains, sanitary sewer or storm sewer shall be in conformance with the requirements of the City of Willard Design Standards for Public Improvements. All underground water line installations will have a minimum cover of thirty (30) inches. All other underground installations will have a minimum cover of twenty-four (24) inches, except parallel direct burial underground telephone cable which may have a minimum of twenty-one (21) inches of cover. Greater minimums may be required by the City.
  6. *Traveled areas shall be backfilled and either temporarily patched or permanently restored within one working day after excavation, but no later than 5:00 p.m. on Friday in order to eliminate weekend traffic disruption and inconvenience. Permanent pavement restoration shall be accomplished within two working days of any temporary pavement patch, weather permitting. All backfills, temporary patches, and permanent pavement restoration shall be in accordance with city of Willard City Standard Construction Specifications.*

7. At the close of each work day, all waste material shall be removed and the work area shall be restored to a condition satisfactory to the Director of Public Works
8. During the period between permit issuance and final inspection approval, the permit holder is responsible for the cleanliness and general condition of all affected streets, alleys, sidewalks, bike paths, parking lots and other public ways. Each permit holder shall be responsible for not less than the complete frontage of the property covered by the permit and from the centerline of the street or other public way to the property line.
9. Upon completion of all work, the permit holder shall notify the Public Works department for final inspection and approval.
10. The permit holder shall repair at its own expense any settlement, defect or damage that may arise as a result of the excavation from the time of the completion of the work until the 12 month inspection as required
11. *Barricades.* All excavations shall be barricaded in such a manner as to protect both pedestrians and vehicular traffic. Such excavations and barricades shall be lighted at night with danger signals in such a manner that all traffic may be warned of the existence and location of such excavation and barricades. All excavation shall be barricaded and lighted at night in the manner described in this Subsection. When the entire right-of-way is excavated, detour signs shall be posted and located as required by the City.
12. *Repair procedures and requirements.*
  - a. At the completion of any work requiring excavation of a street, alley or sidewalk, such excavation shall be immediately backfilled by filling the excavation with a minimum of six (6) inch lifts of crushed limestone. Each lift shall be well tamped as provided by the City. Compaction will be to the satisfaction of the City and shall comply with the standards of Chapter 405, Design Standards for Public Improvements.
  - b. After the excavation has been properly backfilled and open to traffic a sufficient length of time to ensure proper settling, which time shall be at least ten (10) days, the person making the excavation shall notify the City Clerk that the same is ready for final repair. The City shall inspect the same and if it finds that such excavation has been properly backfilled and has settled sufficiently to permit final repair and after the person making the excavation has provided all appropriate test results, including compaction tests, the City shall authorize the person making the excavation to proceed with final repair.
  - c. Final repair shall be made in the following manner:
    - (1) The backfill shall be removed to a depth of not less than eight (8) inches below the riding surface.
    - (2) Asphaltic concrete and Portland cement concrete pavement will be repaired by sawing the pavement in a straight line a minimum of eighteen (18) inches

on each side of the excavation. If the cut is within four (4) feet of a longitudinal or transverse joint or crack, the cut will be extended to that joint or crack. Portland cement concrete surfaces will be replaced with an eight (8) inch thickness of Portland cement concrete. Asphaltic concrete surfaces will be replaced with a minimum of a five (5) inch wet compacted base stone, four (4) inches of black base and topped with a two (2) inch thickness of asphaltic concrete for wearing course. If the excavation is within a blacktop or bituminous roadway, the applicant shall place six (6) inches, after completion, of limestone base material and two (2) inches of a commercial mix bituminous material, at a minimum.

13. *Detailed standards and requirements.*

- a. Encasement requirements will be specified by the City in accordance with the City's standards.
- b. Cable, wire, small diameter pipe and other such utility appurtenances extending from the surface of the ground shall be equipped with covers or guards to improve their visibility.
- c. Street ditches, culverts and other such devices used to carry surface runoff will be kept open, free and clear at all times.
- d. All voids resulting from boring or pushing casing or other facilities under roadways or approaches will be filled to the satisfaction of the City by a method and with a material approved in accordance with the City's standards.
- e. Top grade for all manholes will conform to any transverse or longitudinal slope and the top shall be two (2) inches above the curb and finished grade.
- f. Street plant materials, including trees and shrubs, shall be protected. Such materials and turf, which are disturbed, will be restored as directed by the City. Trees and shrubs will not be trimmed, cut, moved or sprayed without specific permission from the City.
- g. All sidewalks, steps, driveway approaches, drainage facilities, erosion protection and/or highway appurtenances in general which are removed or damaged as a result of the work herein will be repaired or replaced to the satisfaction of the City. Applicants will be responsible for such repairs for one (1) year from the date the permit is released.
- h. The cutting of pavement surfaces, benching, filling, and repair of pavement surfaces shall conform to city of Willard Standard Construction Specifications.
- i. Sections of sidewalk or driveway approaches shall be removed to the newest score line, approved saw-cut edge or cold joint
- j. In case of damage to private property located on the City right-of-way with the permission of the City, the applicant will repair or replace such property to the satisfaction of the owner. In all cases, the applicant will notify the owner of such damage immediately.

- k. Construction materials and equipment will not be stored on the roadway or shoulders and will remain as near the right-of-way line as possible. If the applicant is performing work or has a right to the property adjacent to the City's right-of-way, all materials and equipment will be stored on the property.
14. After completion of final repair and acceptance by the City, the person doing the excavating shall remain responsible for the integrity of the repairs and all work done in connection with said repairs for a period of one (1) year from the date of completion.

- H. *Violation And Penalties.* Violation of this Section, including any of its subparts, ~~shall~~ **may** result in the immediate cancellation of the ~~building~~ permit issued for the project; or a fine of not less than ~~twenty five dollars (\$25.00)~~ one hundred dollars (\$100) or no more than five hundred dollars (\$500.00) **per violation**; or by confinement in the County Jail for a period not to exceed one (1) month or by both such confinement and fine and cancellation of ~~building~~ permit if applicable. In addition, the City may cause the revocation of bond and the collection of insurance proceeds for any destruction done or caused to be done to any improvement located within the City limits. Each day of offense shall be construed to be a separate violation hereof.
- I. **The public works director may order an immediate halt to work being performed in the public way and/or direct city personnel to perform the work and/or remove any stored articles. In addition to any other penalties imposed by this section, the cost necessary to perform the work and/or remove any stored articles will be charged to the permit holder involved at a rate of three times the city's labor, equipment and material costs, plus 40 percent overhead, or \$500.00, whichever is greater**
1. **If an encroachment permit is required and not obtained, the public works director may order an immediate halt to work being performed in the public way until such time that a permit is obtained and located at the work site. In such a case, the amount of the permit fee shall be two times the normal fee and the violator shall be subject to a civil penalty not to exceed \$500.00. Each day of such operation shall be a separate violation. This penalty shall apply to all contractors, utilities, etc.,**
  2. **Whenever a permit holder engaged in construction on public or private property is determined to be in violation of this section, the building official or his/her designee may cause a notice to be posted upon the building site informing the permit holder that no further inspections will be made or approvals granted until all injurious or unsightly substances have been removed from the street, alley, sidewalk, bike path, parking lot or any other public way. Whenever injurious or unsightly substances from several distinct building sites have contributed to the violations of this section, the building official or his/her designee may cause such notice to be posted on each building site fronting on the affected street, alley, sidewalk, bike path, parking lot or other public way.**

Read two times and passed at a meeting of the Board of Aldermen of the City of Willard, Missouri, on the **27th day of January 2025.**

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

Attested By: \_\_\_\_\_  
Janice Gargus, City Clerk

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

**First Reading: 01/27/2025**  
**02/10/2025**  
**Bill No.: 25-06**

**Second Reading:**  
**Ordinance No.: 250127B**

**AN ORDINANCE ESTABLISHING A PERFORMANCE EVALUATION AND MERIT RAISE POLICY FOR FULL TIME EMPLOYEES OF THE CITY OF WILLARD**

**WHEREAS**, the City of Willard is committed to fostering a culture of accountability, continuous improvement, and operational excellence across all departments; and

**WHEREAS**, it is the intent of the City to establish a standardized and transparent process for evaluating employee performance, determining merit-based compensation, and ensuring alignment with the City's strategic goals and fiscal responsibilities; and

**WHEREAS**, the City recognizes the importance of maintaining consistent evaluation standards, promoting professional development, and providing constructive feedback to employees to enhance their performance and contributions; and

**WHEREAS**, this policy supports the City's dedication to financial sustainability by tying merit raises and departmental budgets to measurable performance outcomes and available resources; and

**WHEREAS**, the Board of Aldermen finds it necessary and appropriate to adopt a formal policy to govern the administration of employee evaluations and merit raises for the benefit of City staff, taxpayers, and the community as a whole;

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

**SECTION I: Adoption of Policy:** The Merit Evaluation and Performance 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 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 **10th day of February 2025.**

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

Troy Smith, Mayor

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

Janice Gargus, City Clerk

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

Nate Dally, City Attorney



**Subject: Adoption of Merit Evaluation and Performance Policy**

**Background:**

Under the current step system, employees receive an automatic 2.5% increase in pay annually, regardless of individual performance. While this approach ensures consistent pay increases, it does not incentivize excellence, reward high performers, or address areas where improvement is needed.

The proposed **Merit Evaluation and Performance Policy** seeks to align employee compensation with performance, foster a culture of accountability, and ensure that salary adjustments are tied to measurable contributions to the City’s goals.

**Proposal Overview:**

**Key Benefits of the Proposed Policy:**

- 1. Performance-Driven Compensation:**
  - The policy rewards employees who demonstrate exemplary performance (ratings of 4 and 5), while providing targeted support for those needing improvement.
- 2. Enhanced Accountability:**
  - Supervisors and employees will work collaboratively to set goals, measure progress, and ensure performance expectations are clear.
- 3. Flexibility in Budget Management:**
  - Merit raises are contingent upon available funds, providing the City with greater control over payroll expenses, especially during tight budget years.
- 4. Consistency Across Departments:**
  - Centralized review by the Human Resources Director and City Administrator ensures evaluation standards are applied uniformly across all departments.
- 5. Employee Development:**
  - Midpoint and ad hoc evaluations provide opportunities for ongoing feedback, fostering professional growth and alignment with City objectives.



**Comparison to Current Step System:**

Feature	Current Step System	Proposed Merit Policy
Pay Increases	Automatic 2.5% annually	Based on performance, subject to budget
Employee Accountability	Limited	Structured evaluations tied to compensation
Budget Flexibility	Fixed cost regardless of performance	Flexible, aligns with financial resources
Recognition of Excellence	Not incentivized	High performers rewarded for exceeding goals
Support for Development	Minimal	Midpoint and targeted evaluations for growth

**Options for the Board:**

**1. Approve the Policy as Written:**

- This approach fully implements the proposed Merit Evaluation and Performance Policy as a replacement for the current step system. Employees will transition to this system upon their next step increase, and raises will become performance-based starting with their next evaluation cycle.

**2. Approve with Modifications:**

- The Board may choose to amend specific provisions (e.g., timelines, rating review process, or evaluation criteria) before the first reading of the ordinance.

**3. Take No Action:**

- If no action is taken, the City will continue using the current step system, maintaining the automatic 2.5% annual increase for all employees regardless of performance.

**Recommendation for Action:**

I recommend the Board approve the proposed **Merit Evaluation and Performance Policy** as written. Transitioning to a performance-based system will enable the City to recognize and reward excellence, promote fairness, and improve budgetary flexibility. While the current step system provides stability, it does not address the varying contributions of employees or incentivize improvement and innovation.

# CITY OF WILLARD, MISSOURI

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



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 light blue circular stamp.

Wesley Young, MPA, CPM  
City Administrator  
City of Willard

## City of Willard Merit Evaluation and Performance Policy

### Purpose:

To establish a structured and transparent process for assessing employee performance and determining merit-based compensation, fostering continuous improvement, accountability, and excellence across all city departments.

### Performance Evaluation Policy

#### 1. Annual Evaluations:

- All employees shall receive a **formal annual performance evaluation** to assess their individual contributions, performance outcomes, and alignment with organizational goals.
- The evaluation must be:
  - **Completed, approved, and reviewed** with the employee by their **employment anniversary date**.
  - Documented and signed by both the employee and their supervisor, with an opportunity for employee comments.
  - Filed in the employee's personnel record.
- *If an employee is on extended leave (e.g., medical leave or FMLA) near their anniversary date, the evaluation may be delayed until their return, with approval from the HR Director.*

#### 2. Evaluation Framework:

- Performance evaluations shall consider:
  - **Core Job Responsibilities:** Proficiency in assigned duties and adherence to job descriptions.
  - **Goal Achievement:** Progress toward established departmental and organizational goals.
  - **Behavioral Competencies:** Communication, teamwork, problem-solving, and adherence to city values.
  - **Professional Development:** Efforts toward skill-building and continuous learning.

#### 3. Performance Rating Scale:

- Evaluations shall utilize the following standardized rating system:

- **1 – Unsatisfactory:** Performance fails to meet minimum expectations; immediate action required.
  - **2 – Needs Improvement:** Performance meets some but not all expectations; improvement necessary.
  - **3 – Satisfactory:** Performance meets expectations in all key areas.
  - **4 – Above Average:** Performance consistently exceeds expectations in most areas.
  - **5 – Role Model:** Performance significantly exceeds expectations; exemplary behavior and results.
- *Supervisors must document specific examples of employee achievements or performance challenges to support each rating, particularly for ratings of 4, 5, or 1.*

#### 4. Review of Ratings:

- Ratings of **4 (Above Average)** or **5 (Role Model)** shall be reviewed by the **City Administrator (CA)** and the **Human Resources (HR) Director** to ensure that similar standards are applied consistently across all staff and departments.
- Ratings of **1 (Unsatisfactory)** shall be reviewed by the **HR Director**, along with any supporting disciplinary documents or **Performance Improvement Plans (PIP)**, prior to presenting the evaluation to the employee.
- *If a rating is downgraded during the review process, the supervisor is responsible for owning the revised score.* Supervisors shall not inform employees that a higher score was proposed but downgraded by the HR Director or CA. Supervisors must justify their proposed ratings during the review process, any failure to provide sufficient justification is solely their responsibility.

#### 5. Expectations for Improvement:

- Employees receiving a **1 (Unsatisfactory)** rating:
  - Must be placed on a **Performance Improvement Plan (PIP)** detailing specific areas for improvement, clear performance metrics, and a 90-day timeline.
  - Supervisors shall provide consistent coaching and monitoring during the PIP period.

- Failure to improve may result in **disciplinary action up to and including termination.**
- Employees receiving a **2 (Needs Improvement)** rating:
  - Shall receive targeted feedback and opportunities for growth within the annual review process.

#### 6. Merit Raise Eligibility:

- Employees with a **2 (Needs Improvement)** or higher rating are eligible for consideration of a **merit raise**, contingent upon the availability of funds.
- Employees with a **1 (Unsatisfactory)** rating are ineligible for a merit increase until the next evaluation cycle provided performance improves to a satisfactory level or higher..

#### Policy Effective Date:

##### 1. Step Increase Transition:

- This policy will become effective for an employee **following the completion of their 12-month annual step increase.**
- For example:
  - If an employee is eligible for their next step increase on **August 1, 2025**, this policy will become effective the following day.
  - The employee's first merit payment, if performance warrants and funds allow, will be due will be effective the **first full payroll period following** their evaluation.
  - A **midpoint evaluation** shall be conducted in **December 2025** to provide feedback and guidance ahead of the annual evaluation.

#### Midpoint and Ad Hoc Evaluations

##### 1. Midpoint Evaluation (6-Month Check-In):

- Midpoint evaluations, while **informal**, shall focus on the same areas assessed in the **official evaluation form** to ensure continuity and alignment with performance standards.

- Supervisors should document key discussion points to track progress and address areas for improvement. This documentation should be provided to HR for retention in the employee's personnel file.

## **2. Ad Hoc Evaluations:**

- Supervisors may conduct evaluations at any time when performance issues arise or to provide additional guidance and support.
- Ad hoc evaluations can serve as tools to document specific incidents or achievements, reinforcing accountability.
- Documentation should be provided to HR for retention in the employee's personnel file.

---

## **Supervisor and Employee Responsibilities**

### **1. Supervisor Responsibilities:**

- Set clear expectations, goals, and measurable performance metrics at the start of the evaluation period.
- Provide ongoing feedback, coaching, and support throughout the year.
- Conduct fair and unbiased evaluations based on documented evidence and objective criteria.
- Engage employees in meaningful conversations during evaluations to foster understanding and growth.
- *Supervisors should receive annual training on conducting evaluations, setting measurable goals, and providing constructive feedback. This shall be the responsibility of the HR Director or designee to facilitate.*

### **2. Employee Responsibilities:**

- Actively seek feedback and clarification on performance expectations.
- Commit to professional development and skill enhancement.
- Address any performance concerns or improvement areas identified by their supervisor.

---

## **Merit Raise Determination and Payment Timeline:**

### **1. Eligibility and Timing:**



- Merit raises are contingent upon satisfactory performance (rating of **2 or higher**) and the availability of funds.
- Raises, if awarded, shall be effective will be effective beginning in the **first full payroll period following the annual performance evaluation.**

## 2. Annual Timeline for Evaluations and Raises:

- **Midpoint Evaluation:** Conducted 6 months after the employee's annual employment anniversary to provide structured feedback.
- **Annual Evaluation:** Conducted on or before the employee's anniversary date, determining merit eligibility.
- **Merit Raise:** If approved, will be effective beginning in the **first full payroll period following the evaluation date.**

### Administration:

This policy shall be administered by department heads and overseen by the City Administrator (CA) and Human Resources (HR) Director to ensure consistency, transparency, and alignment with city values.

#### 1. Notification of Evaluation Due Dates:

- The **HR Director** will notify department heads of upcoming evaluation due dates no later than **30 days before the anniversary date** of each employee.
- Department heads are responsible for:
  - Notifying subordinate supervisors of evaluations due within their teams.
  - Ensuring that all evaluations are completed and submitted on time.

#### 2. Submission Timeline:

- Completed evaluations must be submitted to the HR Department no later than **7 days before the employee's anniversary date** to allow adequate time for review and approval by the HR Director and/or CA.

#### 3. Oversight of Ratings:

- Ratings of **4 (Above Average)** or **5 (Role Model)** will be reviewed by the HR Director and CA to ensure consistent standards are applied across all departments.



- Ratings of **1 (Unsatisfactory)** will be reviewed by the HR Director, along with any supporting disciplinary documentation or Performance Improvement Plans (PIPs), prior to presenting the evaluation to the employee.

**Responsibility for Downgraded Ratings:**

- If a rating is downgraded during the review process, it is the **responsibility of the supervisor** to "own" the revised score.
- Supervisors shall not inform employees that a higher score was proposed but downgraded by the HR Director or CA.
- It is the supervisor's responsibility to **justify higher ratings** during the review process. Failure to justify a higher proposed rating is the responsibility of the supervisor and shall not be attributed to others.

**Effective Date**

This policy is effective immediately and applies to all employees of the City of Willard.

Competency Performance Review FY2025		 	
Employee Name		Reviewer Name	
Department		Review Date	
Competency Level		Date of Last Review	
<b>Core Competencies</b>  <i>Rate and comment on how this individual has demonstrated their performance according to the company competencies.</i>	<b>All Employees</b>		
	Rating	Weighting	Comments
<b>Cooperation &amp; Teamwork</b>  Willingness to work harmoniously with others in getting a job done. Readiness to respond positively to instructions and procedures.		20%	
<b>Judgment</b>  The extent to which the employee makes decisions that are sound. The ability to base decisions on fact rather than emotion.		20%	
<b>Work Quality</b>  Freedom from errors and mistakes. Accuracy, quality of work in general. Productivity of the employee.		20%	
<b>Job knowledge</b>  Knowledge of products, policies and procedures; OR knowledge of techniques, skills, equipment, procedures, and materials.		15%	
<b>Customer Service</b>  Provide appropriate customer service that meets or exceeds customer expectations for both internal or external customers.		10%	
<b>Punctuality</b>  Consistency in coming to work daily and conforming to scheduled work hours.		5%	
<b>Time Management</b>  Demonstrate an ability to effectively plan, prioritize, and allocate time to tasks and activities in order to achieve goals and meet deadlines balancing competing demands, maintaining focus, and making efficient use of available time without causing others relying on the work product to need to slow down or wait.		5%	
<b>Initiative</b>  The degree to which the employee takes proactive steps and demonstrates a self-starting approach in identifying and addressing work-related opportunities or challenges without constant supervision or guidance. This includes the ability to generate new ideas, suggest improvements, and take ownership of tasks beyond the assigned scope.		5%	
<b>General Comments</b>			
<b>Overall Performance Rating</b>		<b>0.00</b>	

Noteworthy Accomplishments During this Review Period			
Areas requiring improvement in job performance (attach the performance improvement plan for any areas rated needs improvement or unacceptable):			
Additional Comments			
Employee Comments:			
Signatures acknowledge that this form was discussed and reviewed.			
Employee signature:	Date:		
Supervisor signature:	Date:		
CA/HR Approval:	Date:		

**First Reading: 01/27/2025  
02/10/2025  
Bill No.: 25-07**

**Second Reading:  
Ordinance No.: 250127C**

**AN ORDINANCE ESTABLISHING A UNIFORM POLICY FOR PUBLIC WORKS STAFF OF THE CITY OF WILLARD**

**WHEREAS**, the City of Willard recognizes the importance of maintaining a professional appearance for its Public Works staff while ensuring their comfort and functionality in performing their duties; and

**WHEREAS**, the City seeks to implement a clear and enforceable policy regarding the provision, use, and care of uniforms for Public Works employees;

**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 establishes a Uniforms policy, a copy of the policy is attached hereto and incorporated herein as if set out in full.

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

**SECTION III. 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 10th day of February 2025.

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

Attested By: \_\_\_\_\_  
Janice Gargus, City Clerk

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

## Purpose

The City of Willard is committed to maintaining a professional and uniform appearance for its Public Works staff while ensuring comfort and functionality on the job. This policy outlines the uniform provisions, responsibilities, and guidelines for employees.

## Uniform Provision

### 1. Annual Issuance:

- The City will annually purchase per employee:
  - **3 City-branded T-shirts**
  - **2 City-branded hooded sweatshirts**
- These items will be issued to employees as needed to ensure each employee has a personal supply as indicated above. If not immediately required, uniforms will be retained in storage until a reasonable shelf supply is available.

### 2. Sizing:

- Employees are expected to provide their supervisor with accurate and current size information to ensure proper fit and comfort.

## Employee Responsibilities

### 1. Presentation:

- Employees must ensure their uniforms are tidy and well-maintained to present a professional appearance on the job.

### 2. Laundry:

- A washer and dryer will be installed at the Public Works building to support uniform care. Employees are encouraged to use this equipment to maintain their uniforms in good condition.
- **Personal laundry is prohibited.**

### 3. Jeans:

- Employees are responsible for providing their own work-appropriate jeans.
- An annual **\$250 uniform allowance** will continue to be provided to assist with this expense.
- Employees may use City equipment to clean their work jeans.

**Damaged Uniforms**

**1. Replacement of Damaged Shirts:**

- Employees may turn in damaged City-branded shirts to their supervisor for replacement.
- If shirts are routinely damaged due to negligence, the employee may be required to pay for replacements.

**Return of City Property**

**1. End of Employment:**

- Upon termination of employment, all City-branded uniforms must be returned.
- Failure to return City property will result in the cost of replacements being withheld from the employee’s final paycheck.

**Acknowledgment**

Employees must sign below to indicate their understanding and agreement to the terms of this policy:

---

**Acknowledgment of Uniform Policy**

I acknowledge that I have read and understand the City of Willard’s Uniform Policy. I agree to abide by the guidelines and responsibilities outlined herein, including the return of City property upon termination of my employment.

Employee Name: \_\_\_\_\_

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

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

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

**DATE:** January 27, 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:

- Design of force main, lift station modification, erosion control and electrical are 95% complete.
- Reviewing materials of construction and costs for force main.
- All plans and specifications should be completed by the end of January.

MEADOWS CONNECTION TO CITY OF SPRINGFIELD

Status of components:

- Plans awaiting Greene County Environmental comment or acceptance.
- Easement negotiations with the major landowners are progressing. Some title work is still required.