



CITY OF WILLARD

BOARD OF ALDERS REGULAR MEETING

October 26, 2026 at 6:00 PM

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

TENTATIVE AGENDA

Update Posted on October 23, 2026, at 01:00 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.”

3A. 10-12-26 REGULAR BOARD OF ALDERS MEETING MINUTES

3B. PREVIOUS MONTH PLUS CURRENT MONTH'S OUTSTANDING INVOICES, CHECKS AND DRAFT PAID INVOICES, CHECK REGISTERS, UTILITIES AND ADJUSTMENT REPORT.

3C. PREVIOUS MONTHS FINANCIAL STATEMENTS AND SUMMARIES

4. PROJECT MANAGER UPDATE

4A. PROJECT MANAGER UPDATE- STEVE BODENHAMER

5. CITIZEN INPUT

6. DEPARTMENT HEAD UPDATES AND OPEN POSITIONS

6A. DEPARTMENT HEAD UPDATES- OPEN POSITIONS/VACANCIES

7. DISCUSSION

7A. CONSIDERATION OF PUBLIC WORKS FACILITY RELOCATION

8. RESOLUTIONS

8A. RESOLUTION OF THE WILLARD PLANNING AND ZONING BOARD RESOLVING TO APPROVE A MAJOR SUBDIVISION OF THE PROPERTY LOCATED A 200 EAST HUGHES ROAD IN WILLARD MISSOURI.

8B. RESOLUTION OF THE WILLARD PLANNING AND ZONING BOARD RESOLVING TO REZONE THE PROPERTY LOCATED A 200 EAST HUGHES ROAD IN WILLARD MISSOURI.

9. CITY ADMINISTRATOR REMARKS

10. ORDINANCES

10A. ORDINANCE OF THE CITY OF WILLARD, MISSOURI APPROVING THE ZONING CHANGE FROM AG TO AR FOR THE PROPERTY LOCATED AT 200 EAST HUGHES IN WILLARD, MISSOURI

10B. ORDINANCE OF THE CITY OF WILLARD, MISSOURI APPROVING FINAL PLAT FOR A MAJOR SUBDIVISION OF THE PROPERTY LOCATED AT 200 EAST HUGHES IN WILLARD, MISSOURI

10C. AN ORDINANCE AUTHORIZING THE CITY OF WILLARD, MISSOURI, TO ACCEPT THE WATER TOWER LEASE AGREEMENT WITH CELLO PARTNERSHIP d/b/a VERIZON WIRELESS

10D. ORDINANCE APPROVING MUNICIPAL CODE AMENDMENTS TO SECTION 705.070, OF THE MUNICIPAL CODE OF THE CITY OF WILLARD PERTAINING TO BILLS- WHEN DUE- DELINQUENT PAYMENTS- DISCONNECTION FOR WATERWORKS SYSTEM

11. NEW BUSINESS

12. UNFINISHED BUSINESS

13. RECESS OPEN SESSION

14. OPEN CLOSED SESSION PURSUANT TO RSMO SECTION 610.021 (1) LEGAL (2) REAL ESTATE (3) PERSONNEL (13) PERSONNEL

14A. OPEN CLOSED SESSION PURSUANT TO RSMO SECTION 610.021 (1) LEGAL (2) REAL ESTATE (3) PERSONNEL (13) PERSONNEL

15. CALL THE MEETING TO ORDER

16. ROLL CALL

17. CLOSE THE CLOSED SESSION AND RECONVENE THE OPEN SESSION

18. 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.

Sara Hurt, City Clerk



BOARD OF ALDERS MEETING

TO: THE BOARD OF ALDERS

FROM: CITY OF WILLARD

**SUBJECT: PREVIOUS MONTH PLUS CURRENT MONTH'S
OUTSTANDING INVOICES, CHECKS AND DRAFT PAID
INVOICES, CHECK REGISTERS, UTILITIES AND
ADJUSTMENT REPORT.**



BOARD OF ALDERS MEETING

TO: THE BOARD OF ALDERS

FROM: CITY OF WILLARD

SUBJECT: PREVIOUS MONTHS FINANCIAL STATEMENTS
AND SUMMARIES



BOARD OF ALDERS MEETING

TO: THE BOARD OF ALDERS

FROM: CITY OF WILLARD

SUBJECT: **PROJECT MANAGER UPDATE- STEVE BODENHAMER**

CITY OF WILLARD
INTERNAL MEMORANDUM

DATE: October 26, 2026
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:

- Construction
 - Young's General Contracting is 90% complete on excavation clean-up along Old Willard Road.
 - Young's General Contracting has pre-fused several long lengths of HDPE pipe along US Hwy 160.
 - JD Wallace be at or near of completion of the installation of the manhole connection with the City of Springfield early this week. The discharge of the existing 10-inch force main is temporary connected to the new manhole.
 - Electrical and mechanical modifications at 94 Lift Station continue. Flow meter vault is installed.
- Finance
 - We have submitted Partial Payment Request # 11 to the EPA in the amount of \$296,280.76.
 - We are in the process of submitting Partial Payment Request # 12 to the EPA. This will exhaust all remaining reimbursement funds.

MEADOWS CONNECTION TO CITY OF SPRINGFIELD

Status of components:

- Construction
 - The connection of the Meadows Regionalization Trunk Sewer to the Springfield Airport Lift Station remains live.



BOARD OF ALDERS MEETING

TO: THE BOARD OF ALDERS

FROM: CITY OF WILLARD

SUBJECT: **DEPARTMENT HEAD UPDATES- OPEN
POSITIONS/VACANCIES**

DEPARTMENTS	NUMBER OF VACANCIES	OPEN POSITIONS:
Court	0	
Finance/Utilities	1	Utility Clerk
Parks	0	
Planning & Zoning	1	Permit Technician
Police	0	
Public Works	0	
Sewer	0	
Water	0	
Streets	0	



BOARD OF ALDERS MEETING

TO: THE BOARD OF ALDERS

FROM: CITY OF WILLARD

SUBJECT: RESOLUTION OF THE WILLARD PLANNING AND ZONING BOARD RESOLVING TO APPROVE A MAJOR SUBDIVISION OF THE PROPERTY LOCATED A 200 EAST HUGHES ROAD IN WILLARD MISSOURI.

RESOLUTION NO. 26-12**RESOLUTION OF THE WILLARD PLANNING AND ZONING BOARD RESOLVING TO APPROVE A MAJOR SUBDIVISION OF THE PROPERTY LOCATED A 200 EAST HUGHES ROAD IN WILLARD MISSOURI.**

WHEREAS, an Application has been submitted by Paul Bird, Owner for approval of a subdivision for a property located at 200 East Hughes, Willard, Missouri and legally described in Exhibit A; and

WHEREAS, a Public Hearing was held before the Willard Planning and Zoning Commission on May 5, 2026 at 6:00 PM in the Willard City Hall located at, 224 West Jackson Street, Missouri; and

WHEREAS, pursuant to §400.360.B.1, the notification of publication at least fifteen (15) days prior to hearing, posting of notice in three (3) places on property at least ten (10) days prior to hearing, and notice by first class mail to all property owners of record within one hundred eighty-five (185) feet of the property were completed properly; and

WHEREAS, all required documentation and payment of the required filing/application fees have been received by the City of Willard.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF WILLARD, MISSOURI, AS FOLLOWS:

Section 1: The Planning and Zoning Commission hereby recommends approval for the tract of land, situated at 200 East Hughes, Willard, Greene County, Missouri to be subdivided, as provided by the maps in Exhibit B.

Section 2: The Planning and Zoning Commission is exercising its legislative authority to decide a request to subdivide a property. The Commission has evaluated the application to rezone, reviewed the evidence presented by proponents, objectors, and staff, and has determined that the approval of the subdivision request is for the public benefit and is in compliance with the Master Plan. The approval of the subdivision is also based on city codes and ensure consistency with the Willard Comprehensive Plan.

ADOPTED, by the Planning and Zoning Commission of the City of Willard, Missouri, this 5th day of May, 2026.

Mariann Hill, Chairperson

ATTEST:

Valorie Simpson_, Secretary



BOARD OF ALDERS MEETING

TO: THE BOARD OF ALDERS

FROM: CITY OF WILLARD

SUBJECT: RESOLUTION OF THE WILLARD PLANNING AND ZONING BOARD RESOLVING TO REZONE THE PROPERTY LOCATED A 200 EAST HUGHES ROAD IN WILLARD MISSOURI.

RESOLUTION NO. 26-11**RESOLUTION OF THE WILLARD PLANNING AND ZONING BOARD RESOLVING TO REZONE THE PROPERTY LOCATED A 200 EAST HUGHES ROAD IN WILLARD MISSOURI.**

WHEREAS, an Application has been submitted by Paul Bird, Owner for approval of a rezone from AG to AR for property located at 200 East Hughes, Willard, Missouri and legally described in Exhibit A; and

WHEREAS, a Public Hearing was held before the Willard Planning and Zoning Commission on May 5, 2026 at 6:00 PM in the Willard City Hall located at, 224 West Jackson Street, Missouri; and

WHEREAS, pursuant to §400.360.B.1, the notification of publication at least fifteen (15) days prior to hearing, posting of notice in three (3) places on property at least ten (10) days prior to hearing, and notice by first class mail to all property owners of record within one hundred eighty-five (185) feet of the property were completed properly; and

WHEREAS, all required documentation and payment of the required filing/application fees have been received by the City of Willard.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF WILLARD, MISSOURI, AS FOLLOWS:

Section 1: The Planning and Zoning Commission hereby recommends approval for the tract of land, situated at 200 East Hughes, Willard, Greene County, Missouri to be zoned AR, as provided by the maps in Exhibit B.

Section 2: The Planning and Zoning Commission is exercising its legislative authority to decide a request to rezone a property. The Commission has evaluated the application to rezone, reviewed the evidence presented by proponents, objectors, and staff, and has determined that the approval of the rezone request is for the public benefit and is in compliance with the Master Plan. The approval of the rezone is also based on a desire to protect adjacent property and ensure consistency with the Willard Comprehensive Plan.

ADOPTED, by the Planning and Zoning Commission of the City of Willard, Missouri, this 5th day of May, 2026.

Mariann Hill, Chairperson

ATTEST:

Valorie Simpson_, Secretary



BOARD OF ALDERS MEETING

TO: THE BOARD OF ALDERS

FROM: CITY OF WILLARD

**SUBJECT: ORDINANCE OF THE CITY OF WILLARD,
MISSOURI APPROVING THE ZONING CHANGE FROM AG TO
AR FOR THE PROPERTY LOCATED AT 200 EAST HUGHES IN
WILLARD, MISSOURI**

ORDINANCE NO. 261026A**ORDINANCE OF THE CITY OF WILLARD, MISSOURI APPROVING THE ZONING CHANGE FROM AG TO AR FOR THE PROPERTY LOCATED AT 200 EAST HUGHES IN WILLARD, MISSOURI**

WHEREAS, an Application has been submitted by Paul Bird, Owner for approval of a rezone from AG to AR for property located at 200 East Hughes, Willard, Missouri and legally described in Exhibit A; and

WHEREAS, the Zoning Regulations for the City of Willard, Missouri, requires a Public Hearing before the Planning and Zoning Commission for the approval of a zoning change and a Public Hearing before the Board of Aldermen; and

WHEREAS, a Public Hearing was held before the Willard Planning and Zoning Commission on MAY 5th, 2026 at 6:00 PM in the Willard City Hall located at, 224 West Jackson Street, Missouri; and

WHEREAS, a Public Hearing was held before the Board of Aldermen on May 11, 2026 at 6:00 PM in the Willard City Hall located at 224 West Jackson Street, Willard, Missouri; and

WHEREAS, pursuant to §400.360.B.1, the notification of publication at least fifteen (15) days prior to hearing, posting of notice in three (3) places on property at least ten (10) days prior to hearing, and notice by first class mail to all property owners of record within one hundred eighty-five (185) feet of the property were completed properly for both Public Hearings; and

WHEREAS, all required documentation and payment of the required filing/application fees have been received by the City of Willard.

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

- Section 1: The Planning and Zoning Commission recommended approval for the tract of land, situated in 200 East Hughes, Willard, Greene County, Missouri to be zoned AR as provided by the maps in Exhibit B.
- Section 2: The Planning and Zoning Commission exercised its legislative authority to decide the request to rezone the property. The Commission evaluated the application to rezone, reviewed the evidence presented by proponents, objectors, and staff, and determined that the approval of the rezone request is for the public benefit and is in compliance with the Master Plan. The approval of the rezone is also based on a desire to protect adjacent property and ensure consistency with the Willard Comprehensive Plan. The Planning and Zoning Commission made additional findings of fact as noted in the Resolution from the Planning and Zoning Commission.
- Section 2: The Board of Aldermen exercised its legislative authority to decide the request to rezone the property considering the findings of fact from the Planning and Zoning Commission, the evidence presented, and the public hearings. The Board of

Aldermen evaluated the application to rezone, reviewed the evidence presented by proponents, objectors, and staff, and determined that the approval of the rezone request is for the public benefit and is in compliance with the Master Plan. The approval of the rezone is also based on a desire to protect adjacent property and ensure consistency with the Willard Comprehensive Plan.

This Ordinance shall be in full force and effect from and after the date of its passage by the Board of Aldermen and signature of the Mayor and attested to by the City Clerk

Read, this first time on this 26th day of October, 2026.

Read, this second time, passed, and truly agreed to by the Board of Aldermen of the City of Willard, Missouri this 26th day of October, 2026

Troy Smith, Mayor

ATTEST:

Sara Hurt, City Clerk

THE DAILY EVENTS

News You Won't Read Elsewhere

(417) 866-1401
(Fax) 866-1491P.O. Box 1
Springfield, MO
65801-0001

Established 1881

Date of First
Publication
10/17/26Invoice
Number
261265

City of Willard
Attn: Sara Hunt
P.O. Box 187
Willard, MO 65781

Invoice for the Publication Costs & Affidavit of Publication

Please include Invoice Number with payment.
Please pay from this invoice.

Case Number/Reference Name:

Hughes Road (A1-AR)

Description of Legal Notice & Date(s) Published:**Total Cost:**

Public Hearing Notice - 200 Hughes Rd, Willard
Date(s): 10/17, 2026 Vol/No(s): 146/200

95.00

PUBLIC NOTICE

Notice is hereby given that the Willard Planning and Zoning Commission shall meet on Tuesday November 17, 2026, and the City of Willard Alders will meet on Monday November 23, 2026, at 6:00 p.m. to consider the rezoning request of a City of Willard parcel of property from Agricultural District (A-1) to Agricultural Resident District (AR). This parcel is located at 200 Hughes Road, further identified by Greene County Assessor as Parcel #0735402013. The Commissions will take public comments at these meetings. If you are unable to attend these meetings, you are welcome to send any comments in support of, in opposition to, or general inquiries regarding this request for the proposed zone change to Michael Ruesch, Director of Planning and Development at:

City of Willard
P.O. Box 187
Willard, MO 65781
(417) 742-5310

planning@cityofwillard.org

If you have special needs, which require accommodation, please notify City personnel at City Hall. Accommodations will be made for your needs. Representatives of the news media may obtain copies of this notice by contacting the City Clerk at the information above.

Published in The Daily Events
10/17, 2026 (Sa)

Affidavit of Publication

I, Susan D. Barnes, do upon oath state that I am editor of The Daily Events, a newspaper of general circulation published daily, and qualified to publish notices directed by any court or required by law in the County of Greene, in the County of Christian, and in the City of Springfield, all being in the State of Missouri; and that the accompanying legal notice was published in The Daily Events on the date(s) and volume(s)/number(s) indicated.

I further state that said newspaper is published in accordance with, and meets all provisions of, Section 493.050 RSMo 2000, Section 493.070 RSMo 2000, and St. of Missouri ex rel Reorganized School District R-6 of Daviess County, Missouri vs Haskell Holman, 275 S. W. 2d 280, 282 (Mo. banc 1955) regarding legal notices.

Unless otherwise noted hereto, this affidavit shall serve as sufficient evidence for the publication of this legal notice as stated in Section 493.060 RSMo 2000.


Susan D. Barnes, Editor

10/17/26
Date


Kara M. Peters
Notary Public

10/17/26
Date

Subscribed & Affirmed by the above who is known to me.

KARA M. PETERS
Notary Public - Notary Seal
STATE OF MISSOURI
Greene County
My Commission Expires Aug. 9, 2028
Commission #16180754



BOARD OF ALDERS MEETING

TO: THE BOARD OF ALDERS

FROM: CITY OF WILLARD

**SUBJECT: ORDINANCE OF THE CITY OF WILLARD,
MISSOURI APPROVING FINAL PLAT FOR A MAJOR
SUBDIVISION OF THE PROPERTY LOCATED AT 200 EAST
HUGHES IN WILLARD, MISSOURI**

ORDINANCE NO. 261026B**ORDINANCE OF THE CITY OF WILLARD, MISSOURI APPROVING FINAL PLAT FOR A MAJOR SUBDIVISION OF THE PROPERTY LOCATED AT 200 EAST HUGHES IN WILLARD, MISSOURI**

WHEREAS, an application has been submitted by Paul Bird, Owner for approval of a subdivision of his property located at 200 East Hughes, Willard, Missouri and legally described in Exhibit A; and

WHEREAS, the ordinance approving the subdivision will be invalid within 360 days if the final plat has not been approved and recorded with the Greene County Recorder of Deeds; and

WHEREAS, the Zoning Regulations for the City of Willard, Missouri, requires a Public Hearing before the Planning and Zoning Commission for the approval of a zoning change and a Public Hearing before the Board of Aldermen; and

WHEREAS, a Public Hearing was held before the Willard Planning and Zoning Commission on May 5th, 2026 at 6:00 PM in the Willard City Hall located at, 224 West Jackson Street, Missouri; and

WHEREAS, a Public Hearing was held before the Board of Aldermen on May 11, 2026 at 6:00 PM in the Willard City Hall located at 224 West Jackson Street, Willard, Missouri; and

WHEREAS, pursuant to §400.360.B.1, the notification of publication at least fifteen (15) days prior to hearing, posting of notice in three (3) places on property at least ten (10) days prior to hearing, and notice by first class mail to all property owners of record within one hundred eighty-five (185) feet of the property were completed properly for both Public Hearings; and

WHEREAS, all required documentation and payment of the required filing/application fees have been received by the City of Willard.

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

- Section 1: The Planning and Zoning Commission recommended approval for the tract of land, situated in 200 East Hughes, Willard, Greene County, Missouri to be subdivided as provided by the maps in Exhibit B.
- Section 2: This Ordinance will become invalid within 360 days if the final plat has not been recorded with the Greene County Recorder of Deeds.
- Section 3: The Planning and Zoning Commission exercised its legislative authority to decide the request to subdivide the property. The Commission evaluated the application to subdivide, reviewed the evidence presented by proponents, objectors, and staff, and determined that the approval of the subdivision request is for the public benefit and is in compliance with the Master Plan. The approval of the subdivision is also based on a desire to protect adjacent property and ensure consistency with the Willard

Comprehensive Plan. The Planning and Zoning Commission made additional findings of fact as noted in the Resolution from the Planning and Zoning Commission.

The Board of Aldermen exercised its legislative authority to decide the request to subdivide the property considering the findings of fact from the Planning and Zoning Commission, the evidence presented, and the public hearings. The Board of Aldermen evaluated the application to subdivide, reviewed the evidence presented by proponents, objectors, and staff, and determined that the approval of the subdivide request is for the public benefit and is in compliance with the Master Plan. The approval of the subdivision is also based on a desire to protect adjacent property and ensure consistency with the Willard Comprehensive Plan.

This Ordinance shall be in full force and effect from and after the date of its passage by the Board of Aldermen and signature of the Mayor and attested to by the City Clerk

Read, this first time on this 26th day of October, 2026.

Read, this second time, passed, and truly agreed to by the Board of Aldermen of the City of Willard, Missouri this 26th day of October, 2026

Troy Smith, Mayor

ATTEST:

Sara Hurt, City Clerk

THE DAILY EVENTS

News You Won't Read Elsewhere

(417) 866-1401
(Fax) 866-1491P.O. Box 1
Springfield, MO
65801-0001

Established 1881

Date of First
Publication

10/17/26

Invoice
Number

261266

City of Willard
Attn: Sara Hunt
P.O. Box 187
Willard, MO 65781

Invoice for the Publication Costs & Affidavit of Publication

Please include Invoice Number with payment.
Please pay from this invoice.

Case Number/Reference Name:

Major Subdivision

Description of Legal Notice & Date(s) Published:

Total Cost:

Public Hearing Notice - 200 Hughes Rd, Willard
Date(s): 10/17, 2026 Vol/No(s): 146/200

95.00

PUBLIC NOTICE

Notice is hereby given that the **Willard Planning and Zoning Commission** shall meet on **Tuesday November 17, 2026**, and the **City of Willard Alders** will meet on **Monday November 23, 2026, at 6:00 p.m.** to consider the approval of a **Major Subdivision** for a parcel of property located inside the City of Willard. This parcel is located at **200 Hughes Rd, further identified by Greene County Assessor as Parcel #0735402013**. The Commissions will take public comments at these meetings. If you are unable to attend these meetings, you are welcome to send any comments in support of, in opposition to, or general inquiries regarding this request for the proposed zone change to Michael Ruesch, Director of Planning and Development at:

City of Willard
P.O. Box 187
Willard, MO 65781
(417) 742-5310

planning@cityofwillard.org

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Published in The Daily Events
10/17, 2026 (Sa)

Affidavit of Publication

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I further state that said newspaper is published in accordance with, and meets all provisions of, Section 493.050 RSMo 2000, Section 493.070 RSMo 2000, and St. of Missouri ex rel Reorganized School District R-6 of Daviess County, Missouri vs Haskell Holman, 275 S. W. 2d 280, 282 (Mo. banc 1955) regarding legal notices.

Unless otherwise noted hereto, this affidavit shall serve as sufficient evidence for the publication of this legal notice as stated in Section 493.060 RSMo 2000.


Susan D. Barnes, Editor

10/17/26
Date


Notary Public

10/17/26
Date

Subscribed & Affirmed by the above who is known to me.

KARA M. PETERS
Notary Public - Notary Seal
STATE OF MISSOURI
Greene County
My Commission Expires Aug. 9, 2028
Commission #16180754



BOARD OF ALDERS MEETING

TO: THE BOARD OF ALDERS

FROM: CITY OF WILLARD

**SUBJECT: AN ORDINANCE AUTHORIZING THE CITY OF WILLARD, MISSOURI, TO
ACCEPT THE WATER TOWER LEASE AGREEMENT WITH CELLO PARTNERSHIP d/b/a
VERIZON WIRELESS AND AUTHORIZING THE MAYOR TO EXECUTE SAID AGREEMENT.**

First Reading: 10/26/26

Second Reading: 10/26/26

Item # 10C.

Bill No. : 26-45
20261026C

Ordinance No. :

AN ORDINANCE AUTHORIZING THE CITY OF WILLARD, MISSOURI, TO ACCEPT THE WATER TOWER LEASE AGREEMENT WITH CELLO PARTNERSHIP d/b/a VERIZON WIRELESS AND AUTHORIZING THE MAYOR TO EXECUTE SAID AGREEMENT.

WHEREAS, the City of Willard, Missouri ("City"), previously entered into a lease agreement with Cello Partnership d/b/a Verizon for water tower space and a land space for an equipment building to install, maintain, upgrade, replace and operate communication equipment at the property located at 224 West Jackson, and

WHEREAS, the City and Cello Partnership d/b/a Verizon Wireless desire to enter into a lease agreement for 5 years beginning December 1st, 2025, the agreement shall automatically be extended for 4 additional 5-year terms.

WHEREAS, the Board of Aldermen finds that the lease agreement is in the best interests of the City and its residents and wishes to formally accept the terms set forth therein.

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

SECTION 1. The City of Willard hereby accepts the Water Tower lease agreement with Cello Partnership d/b/a Verizon Wireless, a copy of which is attached hereto as Exhibit A and incorporated by reference.

SECTION 2. The Mayor is hereby authorized to execute the Amended Lease Agreement on behalf of the City and to take all necessary actions to effectuate the terms of the agreement.

SECTION 3. The City Clerk is directed to maintain a copy of the executed agreement in the official records of the City.

SECTION 4. This Ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor.

READ TWO TIMES AND PASSED BY THE BOARD OF ALDERMEN AND APPROVED BY THE MAYOR THIS 26th DAY OF OCTOBER, 2026.

Approved By: _____

Mayor

Attested By: _____
City Clerk



BOARD OF ALDERS MEETING

TO: THE BOARD OF ALDERS

FROM: CITY OF WILLARD

**SUBJECT: AN ORDINANCE APPROVING MUNICIPAL CODE
AMENDMENTS TO SECTION 705.070, OF THE MUNICIPAL CODE OF
THE CITY OF WILLARD PERTAINING TO BILLS- WHEN DUE-
DELINQUENT PAYMENTS- DISCONNECTION FOR WATERWORKS
SYSTEM**

First Reading: 10/12/2026
Bill No.: 26-46

Second Reading: 10/12/2026
Ordinance No.: 261026D

AN ORDINANCE APPROVING MUNICIPAL CODE AMENDMENTS TO SECTION 705.070, OF THE MUNICIPAL CODE OF THE CITY OF WILLARD PERTAINING TO BILLS- WHEN DUE- DELINQUENT PAYMENTS- DISCONNECTION FOR WATERWORKS SYSTEM

WHEREAS, the city of Willard owns and operates a municipal water system and wastewater collection and treatment system; and

WHEREAS, the City of Willard is responsible for the billing and collection of all established water and wastewater service charges; and

WHEREAS, it is necessary to amend certain sections of the municipal code to clarify procedures, processes and requirements related to the proper operation and maintenance of the municipal water system and a wastewater collection and treatment system, and

WHEREAS, all of the proposed amendments are reflective of current operational procedures and will not result in any change in the rate water and sewer customers pay for services.

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

Section 1: The City does hereby amend Title VII, Utilities, Chapter 705, Waterworks System, Article II, Water Service, Section 705.070, Bill-When Due-Delinquent Payments-Disconnection, as follows:

Section 705.070: Bills- When Due- Delinquent Payments- Disconnection

- A.** After the meters have been read as herein provided, the City Finance Department shall as soon thereafter as is reasonable and before the 25th day of the month send to each user a written statement stating the amount of water used and the charge therefore as of the last meter reading date. Thereafter all bills shall be due and payable at the City Hall on or before the 10th day of the month following the use of the water. Any bill not paid in full on or before the 10th day of the month following the use of the water shall be subject to a penalty equal to ten percent (10%) of the total payment due, pretax for water and sewer service, penalty to be applied at 4pm the following business day.
- B.** If any customer of the Willard Water System disputes a bill received, the customer must contact City Hall by the 10th day of the following month. At that time, the customer account will be reviewed and the appropriate steps taken.

- C. All past due balances not paid in full by 5:00 P.M. on the business day prior to the disconnect date of each month shall be subject to disconnection. No disconnect will be done on amounts of less than fifty dollars (\$50.00). A notice informing the customer of past due balances and possible disconnection shall be sent the business day following application of the late penalty.
- D. If the customer wishes to make an alternative payment arrangement, they must complete a payment arrangement form by 5:00 P.M. on or before the business day immediately prior to the disconnect day of each month. If the customer defaults on an approved payment arrangement, said customer shall not be eligible for use of the payment arrangement option for a period of not less than six (6) months and shall be subject to immediate disconnection from the water system. Service shall not be restored until all current and past due account balances have been paid in full.

Checks shall not be accepted as a means of reconnection of service.

E. Utility Account Penalties

1. Any account with a past due balance not paid in full by the required date and time or any service that has been disconnected by reason of a failure to pay all past due balances of the utility bill shall be assessed a non-payment penalty of **Fifty Dollars (\$50.00)** for the first occurrence and **One Hundred Dollars (\$100.00)** for any subsequent occurrences. If water service has been disconnected all past due balances plus the penalty shall be paid before water service is restored. If it becomes necessary to remove the meter the reconnect fee will be **Two Hundred Dollars (\$200.00)**. Checks shall not be accepted as a means of reconnection of service. Water service shall be restored by the end of the next business day following receipt of payment in full of all outstanding balances, penalties, fees, and other amounts due.
2. The above-mentioned penalty can be waived one (1) time within a twelve-month period for any non-commercial user/household if a recognized, designated not-for-profit entity/charity as defined by the Internal Revenue Code § 501 (c)(3) commits to assist in the payment of any or all of said past due balance. The City must receive documentation of proof of a valid not-for-profit entity/charity as defined by the Internal Revenue Code § 501 (c)(3) prior to the time of payment.

F. Meter Tampering and Interference Penalties

Meter Tampering Prohibited. No person, including any property owner, tenant, contractor, or licensed plumber, shall turn on, turn off, reconnect, disconnect, bypass, alter, or otherwise interfere with any City-owned water meter, meter seal, curb stop, service connection, or related utility equipment without authorization from the City. Licensed plumbers may perform work on private plumbing systems but shall not operate or interfere with City-owned utility equipment. Any violation shall be subject to the Meter Tampering Fine and any applicable repeat-offense fines established by the City.

1. Residential Customers - Plumbing Repairs or Leak Repairs

Where a residential customer turns water service off or on at the meter for the purpose of addressing a plumbing repair, water leak, or other maintenance on the customer's private plumbing system without first contacting the City:

- i. **First Offense:** A written warning shall be issued and documented on the customer's utility account. The City Administrator, Public Works Director, or their designee may waive the warning requirement when circumstances indicate an intentional attempt to avoid payment, unauthorized reconnection following disconnection, meter bypassing, theft of service, or other fraudulent activity.
- ii. **Second Offense:** A tampering fine of **Two Hundred Dollars (\$200.00)** shall be assessed, issuance of a citation as permitted by law for tampering/interfering with City property, and the City may remove the water meter until all applicable fees and fines have been paid.
- iii. **Subsequent Offenses:** Each additional violation shall result in a tampering fine of **Two Hundred Dollars (\$200.00)** and may result in removal of the water meter and discontinuation of service until all fees, fines, and charges have been satisfied.

2. Accounts Subject to Service Disconnection for Nonpayment

Any customer whose water service has been disconnected, or is listed for disconnection, due to nonpayment and who turns water service on, reconnects service, or otherwise interferes with City-owned utility equipment without authorization shall:

- i. Be assessed an immediate tampering fine of **Two Hundred Dollars (\$200.00)** for the first offense.
- ii. Have the water meter removed by the City.
- iii. Be required to pay all outstanding utility charges, tampering fines, restoration fees, and other applicable charges before service is restored.

3. Licensed Plumbers, Contractors, and Business Owners

- i. No licensed plumber, contractor, or business owner shall operate, turn on, turn off, reconnect, disconnect, bypass, alter, remove, or otherwise interfere with any City-owned water meter, meter seal, curb stop, service connection, or related utility equipment without authorization from the City.
- ii. A violation of this Section shall result in a tampering fine of **Two Hundred Dollars (\$200.00)** for each occurrence.
- iii. Any plumber, contractor, or business owner with outstanding unpaid fines, fees, utility charges, or other amounts owed to the City at the time of business license renewal shall not be issued or renewed a City business

license until such amounts have been paid in full.

- iv. All plumbers and plumbing-related businesses applying for or renewing a City business license shall sign the City's **Plumber Utility Operations Acknowledgment Form** acknowledging receipt of and agreement to comply with the City's utility regulations.

**READ TWO TIMES AND PASSED BY THE BOARD OF ALDERMEN AND
APPROVED BY THE MAYOR THIS 26th DAY OF OCTOBER, 2025.**

Approved By: _____

Mayor

Attested By: _____

City Clerk

