



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.

The tentative agenda of this meeting includes:

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

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

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

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. 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**

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

(5.) CITIZEN INPUT

(6.) RESOLUTIONS

- 13. A Resolution Authorizing the Mayor to Sign Work Authorization Number AMA-OC-WILL-24-002 to Agreement for Professional Services**
- 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**
- 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**
- 16. A Resolution Authorizing the Mayor to Enter into a Software Subscription Agreement with Civic Review**
- 17. A Resolution Authorizing the Mayor to Enter into a Software Service Agreement with BreakGround**

(7.) ORDINANCES

- 18. An Ordinance Extending the Agreement with SW Missouri Engineers, LLC, dba Cochran for Engineering Services**
- 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**
- 20. An Ordinance by the Board of Aldermen of the City of Willard, Missouri, to Amend the Convenience Fee for Alternative Payment**
- 21. An Ordinance of the City of Willard, Missouri, Amending Title VII Utilities, Chapter 705, Water Rates, Article II Water Rates**
- 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**

(8.) PROJECT MANAGER REPORT UPDATE

- 23. Sanitary Sewer Status Update**

(9.) CITY ADMINISTRATOR REMARKS

(10.) NEW BUSINESS

(11.) UNFINISHED BUSINESS

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

(13.) CALL THE MEETING TO ORDER

(14.) ROLL CALL

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

(16.) 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



MEETING MINUTES

CITY OF WILLARD

BOARD OF ALDERMAN REGULAR MEETING

December 09, 2024, at 6:00 PM

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

STAFF PRESENT: City Administrator Wesley Young, City Attorney Nate Dally, City Clerk Janice Gargus, CFO Carolyn Halverson, Planning & Zoning Commission Director Mike Ruesch, Project Manager Steve Bodenhamer, Public Works Director Trevor Hoffman, Police Chief Tom McClain, Police Officer JD Landon

CITIZENS PRESENT: Larry Whitman, Sam Baird

PLEDGE OF ALLEGIANCE

Mayor Smith led the Pledge of Allegiance

CALL THE MEETING TO ORDER

Mayor Smith called the meeting to order at 6:00 p.m. and asked the City Clerk to conduct the Roll Call.

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

AGENDA AMENDMENTS/APPROVAL OF AGENDA

Wesley explained that this was the first week to use the new agenda management and the cover sheets showed up and safely identified as cover sheets on the agenda so they can be skipped over. Item #10 had the wrong report attached to it so there is a copy of the correct report on everyone's desk. The closed session for legal – the agenda program erroneously removed the reason being Pursuant to RSMO Section 610.021 #(1) Legal. And a paragraph of the ballot question ordinance had the wrong date. We changed the dates to April on the one that was for the November 25th meeting agenda, so the first read was correctly presented but the one in this agenda packet has November back in there and we're not sure what happened but we have provided copies of the correct ballot question being April 8th and the due date to present to the county being December 31st. There is also one added bill this week for cybersecurity dues for insurance for 2025. We received the bill and do not want to see it lapsed, so we presented it as today's invoices. Mike Ruesch apologized for not getting his report in on time, but he said it is interesting because last year's report and this year's report I resubmitted to you, take a look because it is a pretty good comparison. So, if you get a chance to take a look at that it's a pretty good comparison to what 12 months have brought to Willard.

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.”

- 2. Minutes from the Regular Meeting November 25, 2025
- 3. Financials
- 4. Department Head Reports
- 5. Board Attendance Report

Mayor Smith asked for a motion to approve the consent agenda. Motion was made by Alderman Biellier and seconded by Alderman Hill to approve the consent agenda as stands. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson.

CURRENT OUTSTANDING INVOICES, DRAFT AND CHECK PAID INVOICES

Alderman Lancaster asked for clarification for the pump that was purchased, and Trevor explained the purpose and project. Motion was made by Alderman Lancaster and seconded by Alderman Biellier to approve the Current Outstanding Invoices, Draft and Check Paid Invoices as stands. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

CITIZEN INPUT

None

OATH OF OFFICE

Chief McClain said Levi O’Neal recently graduated from the Sheriff’s Academy and Chief was there for the ceremony and they presented awards and the highest award they hand out is the Honor Graduate Award and Chief was delighted when they called out Levi O’Neal’s name. Chief McClain conducted the Oath of Office of Levi O’Neal. Chief said Levi was hired two thirds of the way through his field training, and he will be out and on his own in about a month and a half.

PRESENTATIONS

Jeff Chronister of Allis/Akers/Arney Insurance and Business Advisors explained the insurance summary including the reasons for the increases for the new property, liability, and workman’s compensation insurances for the City of Willard. Due to the cost of the auto insurance increasing excessively, Jeff explained the reasons for this impact to include the multiple hurricanes this past season and higher construction costs to rebuild.

APPROVALS

Approval of Jackson Street - Contractor Change Order

Wes explained that Jackson Street came in under budget so this is the change order to remove the under budget from the file costs. It came in at \$31,000+ under budget and the final payment has been submitted but we need a change order to show the zero balance. Mayor Smith asked for a motion to accept the Jackson Street Contractor Change Order. Motion was made by Alderman Lancaster and seconded by Alderman Biellier to approve the Jackson Street Contractor Change Order. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

RESOLUTIONS

Reimbursement Resolution

Wes explained there has been discussion with Piper about extending our line of certificates of participation to help reimburse costs associated with the work on The Meadows and Line Four. This work will be continued on getting rates figured out. This will help us pay back some of the costs up to the \$1.5 million contingency. Mr. Bodenhamer stated the other thing this resolution does is it allows us to enter into the sale of the certificates of participation and you can use part of that sale to cover expenses and lets you move the project forward and not wait for the sale of the COPs to have money to move forward. This doesn't commit us to borrowing a thing, it paves the way for when we're ready. Mayor Smith asked for a motion to approve the resolution. Motion was made by Alderman Lancaster and seconded by Alderman Keene to approve the resolution. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

ORDINANCES

2025 Budget

Wes said this is the second read and we have received confirmation from Enterprise Fleet Services, and they have located a dump truck for Public Works, so it is added but won't likely be here until six to eight months into 2025. It will be a small additional expense for the 2025 budget. The current dump truck will be retired over to Parks to help them put so it's an approximate net additional \$1,000 cost to the Public Works Department. Some of the cost of The Meadows has been shifted into 2025 so we won't be having any time left in this year to use the budgeted costs of this year. So approximately \$600,000 has been moved over with a matching revenue. That's the only changes since our last discussion and everything else remains the same. Mayor Smith asked the City Clerk to conduct the second reading. The City Clerk conducted the second reading and Mayor Smith asked for a motion to approve the 2025 Budget Ordinance. Motion was made by Alderman Biellier and seconded by Alderman Lancaster to approve the 2025 Budget Ordinance. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

2024 Amended Budget

Wes said this is the second read and there are no changes on this one. This was a net change of \$350,723.26. No authorization for new spending just gives us the authority to make it to the end of the year. Changes we discussed from last time we got the Placer AI System, increased legal costs, addition of the sidewalk, transfer increases between general and Parks, cost increases for sewer and water supplies and services and expansion on land. Alderman Lancaster asked Wes how long we can survive with the water and sewer allotment and Wes said it's hard to say with complete accuracy but if we don't make some serious decisions, 2026 will be a very bad year. He stated that if we get into a solvency with a utility company the State will make us sell it because they won't allow the system to just collapse. Mayor Smith asked for a motion to amend the 2024 budget. Motion was made by Alderman Lancaster and seconded by Alderman Hill to Amend the 2024 Budget. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

An Ordinance of the City of Willard, Missouri, Imposing a Sales Tax for Police Department Purposes

Wes explained that this is the one that was talked about in the initial packet and first read with the dates being correct but with a wrong date in the second packet but the corrected copy with the April 8th date has been placed on your desks with a due date to the county of December 31, 2024. Nothing else changes. Still one half of a percent and still earmarked for public safety services. We did hear back from the county, and they did confirm the language and the layout, and it doesn't matter if ovals or boxes are used so we're all set with that. Chief McClain has received some positive responses for approval through conversations held in the community. Mayor Smith asked for a motion to approve the ordinance. Motion was made by Alderman Hill and seconded by Alderman Biellier to approve An Ordinance of the City of

Willard, Missouri, Imposing a Local Sales Tax for Police Department Purposes at the Rate of one-half Percent (0.5%) Pursuant to the Authority Granted by 94.510 RSMO and Providing for Submission of the Proposal to the Qualified Voters of the City for Approval at an Election to be Held on the 8th Day of April 2025. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson

An Ordinance Extending the Agreement with SW Missouri Engineers, LLC dba Cochran Engineering

We've already entered into a general services agreement with Cochran to do work on our sewer system as needed. We're allowed some two-year extension periods in the contract so we're just requesting the Board to approve the two-year extension. The last extension with Cochran was entered into in December of 2022 which will expire this month so the next extension will get us to December 2026. They're already engaged in said works for the city to help us with infrastructure. Mayor Smith asked the City Clerk to conduct a first read of this ordinance.

An Ordinance 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

This policy was drafted just to clearly spell out where conflict arises due to community concerns about land sales and the need for board members and appointed members should always recuse themselves from taking direct action on things they can personally and financially benefit from. The Board had agreed previously they would like to have a direct policy in place dictating actions that will be taken.

CITY ADMINISTRATOR REMARKS

Wes stated that the board had previously asked him to check into the animal control policy and the possibility of double billing. He said there is a contract with Greene County/Springfield for animal control and he found there is no double billing. To ensure accuracy and to better understand what is being billed and when it's being billed, Greene County/Springfield will be sending a statement every month even if the billed amount is \$0.00.

Wes announced to the board that Janice has turned in her resignation effective January 31, 2025. Dona will be available for back up if needed but Janice did state she can probably stay longer if needed to help the new city clerk train and transition into the position.

Wes also gave a brief update on the new agenda software stating there are a few minor issues to be worked out, but we have been in contact with Municode to get those things fixed. He also said the videos of the meetings will be uploaded as well and there will be bookmarks so accessing specific topics will be easy to access at the correct place in the video.

Wes discussed the next steps for the water and sewer rate increase needs to include starting over with a new public hearing for the safest plan to proceed with a board work study session heading up the public hearing meeting. He expressed again the infrastructure challenges and the need for solvency. Mayor Smith asked what the city could be facing should a decision not be made soon to which Wes replied there is always the chance of the State stepping in and forcing us to sell out to a private entity. Nate explained that if it were to come down to that, the private entity would have to get full approval from the Public Service Commission before they could impose new rates to the customers of Willard.

Wes also gave an update on the proposed Water Advisory Board and stated we have received enough applications to appoint board members. He again explained that the intent is to have two members from within the city and two from outside the city.

Wes gave the Mayor and board members a copy of a Merit Policy that he's considering for wage increases in the future. He said this policy will help drive the employees to earn the best increase. It's only an informational item at this time and will not be voted on.

NEW BUSINESS

Wes indicated that his explanation of the Water Advisory Board under City Administrator Remarks also falls under New Business.

UNFINISHED BUSINESS

Mike Ruesch gave an update on the Mile Six Taproom stating they plan to hold a soft opening within the next week pending the health department approval and they will be open full time by New Year's Eve.

RECESS OPEN SESSION AND OPEN CLOSED SESSION PURSUANT TO RSMO 610.021 #(1) LEGAL

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 Lancaster to Recess the Open Session and Close the Closed Session Pursuant to RSMO 610.021 #(1) Legal at 6:55 p.m. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson.

ROLL CALL

Mayor Smith asked the City Clerk to conduct a 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

Meeting discussion was held Pursuant to 610.021 #(1) Legal.

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 Alderman Lancaster and seconded by Alderman Biellier to Close the Closed Session and Reconvene the Open Session at 7:24 p.m. Motion carried with a 6-0 vote. Voting aye: Aldermen Biellier, Hill, Keene, Lancaster, Swatosh, Wilson.

ADJOURN MEETING

Mayor Smith asked for a motion to adjourn the meeting. Motion was made by Alderman Biellier and seconded by Alderman Hill to adjourn the meeting at 7:24 p.m. 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 # 4.

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

Financial Reports

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

**CITY OF WILLARD
BOARD OF ALDERMEN**



Item # 4.

**AGENDA ITEM #3b
FINANCE DEPARTMENT**

ACTION REQUIRED: INFORMATION ONLY

- **November 2024 Financial Summary Report**

FINANCIAL SUMMARY

Year to Date 2024

General Fund	2024 Projected Revenues	Received As of November 2024	% Rec'd	2024 Budgeted Expenses	Expended As of November 2024	% Used	Cumulative Gains or (Losses) Per Fund
General City Administration	\$2,303,819.00	\$2,085,820.11	91%	\$862,153.00	\$670,642.86	78%	\$1,415,177.25
Law and Public Safety	\$199,100.00	\$140,708.09	71%	\$1,161,693.00	\$936,548.93	81%	(\$795,840.84)
Court	\$65,600.00	\$69,586.47	106%	\$128,105.00	\$113,920.91	89%	(\$44,334.44)
Streets	\$726,419.00	\$421,048.73	58%	\$865,489.00	\$787,160.75	91%	(\$366,112.02)
Planning and Development	\$25,000.00	\$31,486.06	126%	\$275,488.00	\$214,209.95	78%	(\$182,723.89)
Economic Development	\$0.00	\$0.00	0%	\$15,668.00	\$12,661.35	81%	(\$12,661.35)
Emergency Management	\$8,458.00	\$0.00	0%	\$19,800.00	\$14,685.95	74%	(\$14,685.95)
Sub-Total	\$3,328,396.00	\$2,748,649.46	83%	\$3,328,396.00	\$2,749,830.70	83%	(\$1,181.24)
Water Fund	\$2,402,724.00	\$1,264,674.84	53%	\$2,402,212.00	\$1,389,489.92	58%	(\$124,815.08)
Sewer Fund	\$3,369,261.00	\$2,051,982.39	61%	\$3,369,261.63	\$2,252,194.94	67%	(\$200,212.55)
Sub-Total	\$5,771,985.00	\$3,316,657.23	57%	\$5,771,473.63	\$3,641,684.86	63%	(\$325,027.63)
Park Fund	\$2,284,283.50	\$2,197,039.91	96%	\$2,284,192.00	\$2,238,838.35	98%	(\$41,798.44)
Sub-Total	\$2,284,283.50	\$2,197,039.91	96%	\$2,284,192.00	\$2,238,838.35	98%	(\$41,798.44)
Totals	\$11,384,664.50	\$8,262,346.60	73%	\$11,384,061.63	\$8,630,353.91	76%	(\$368,007.31)

Funds	Total Funds Available January 1, 2024	Annual Recommended 30	Amount Above/Below Recommended 30 Percent	Cash Expense Average Per Month	Percent	Total Funds Available As of November 2024
General Fund	\$4,472,183.80	\$998,518.80	\$3,405,104.16	\$277,366.33	132%	\$4,403,622.96
Water & Sewer Fund	\$3,223,696.63	\$1,731,442.09	\$1,600,392.43	\$480,956.14	58%	\$3,331,834.52
Park Fund	\$99,207.07	\$685,257.60	(\$642,693.41)	\$190,349.33	2%	\$42,564.19
Totals	\$7,795,087.50	\$3,415,218.49	\$4,362,803.18	\$948,671.80		\$7,778,021.67

Assigned Funds	Water/Sewer	Parks	All Assigned Funds Total
Judicial Education Fund	Escrow	Parks Projects-Donations	
Judicial Facility Fund	Customer Deposits	Youth Scholarships	
Police Forfeiture Asset Funds		Customer Deposits	
Police Equitable Sharing Fund		Customer In-House Credit	
Police Law Training Reserve		Grant Funds Assigned	
Street Projects			
Developers Escrow			
Grant Funds Assigned			
Total Assigned Funds	\$86,036.61	\$1,512,653.64	\$99,393.46

COP Total Debt

Transferred and Reserve Funds Used Year to Date	Total Funds Transferred and Reserves Used
2014 W/S	\$745,000.00
2015 Parks	\$2,195,000.00
2018 Sewer	\$3,103,250.30
Total Debt	\$6,043,250.30

**CITY OF WILLARD
BOARD OF ALDERMEN**



Item # 4.

**AGENDA ITEM #3c
FINANCE DEPARTMENT**

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

November 2024 Budget Financial Statements

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



City of Willard, MO

Balance Sheet Item # 4.
Account Summary
 As Of 11/30/2024

Account	Name	Balance
Fund: 10 - GENERAL FUND		
Assets		
10-01001	CLAIM ON POOLED CASH - GENERAL FUN	4,403,622.96
10-10000	CASH IN BANK - OPERATING	0.00
10-10100	CASH RESERVES 4593	0.00
10-10200	CASH IN BANK - MID-MISSOURI BANK	0.00
10-10300	CASH - FREEDOM	0.00
10-11100	PETTY CASH-GCG	900.00
10-12500	CASH IN BANK - JIS	0.00
10-13000	CASH JUDICIAL EDUCATION	5,260.93
10-13050	CASH JUDICIAL FACILITY FUND	16,601.03
10-13100	CASH POLICE FORFEITURE ASSETS	1.40
10-13110	CASH POLICE EQUITABLE SHARING FUND	11,647.70
10-13120	CASH LAW TRAINING RESERVE	525.55
10-13150	CASH MISC PROCEEDS FUND	0.00
10-13300	CASH IMPROVEMENT PROJECTS	0.00
10-13400	CASH STREET PROJECTS	50,000.00
10-15000	ACCOUNTS RECEIVABLE	0.00
10-15100	DUE FROM WATER/SEWER FUND	0.00
10-15200	DUE FROM RECREATION FUND	0.00
10-15300	SALES TAXES RECEIVABLE	232,096.67
10-15400	AD-VALOREM TAXES RECEIVABLE	219,280.69
10-15500	COURT FINES RECEIVABLE	30,786.39
10-15700	GRANTS RECEIVABLE	0.00
10-16000	PREPAID INSURANCE-GCG	30,044.55
10-17000	DEFERRED INFLOWS-LEASES	-353,835.95
10-17001	INTEREST RECEIVABLE-LEASES	1,783.39
10-17002	LONG TERM LEASE RECEIVABLE	333,195.44
10-17003	SHORT TERM LEASE RECEIVABLE	49,319.00
	Total Assets:	5,031,229.75
		<u>5,031,229.75</u>
Liability		
10-20000	AP PENDING (DUE TO POOLED CASH) - GC	17,536.16
10-20010	ACCOUNTS PAYABLE - GCG	7,743.68
10-20500	ALLOWANCE FOR BAD DEBT-GCG	11,000.00
10-21000	RETURNED CHECKS-GCG	0.00
10-21500	WAGES PAYABLE	18,052.04
10-21600	PAYROLL CORRECTION	0.00
10-22000	FICA WITHHOLDING	0.00
10-22100	FEDERAL WITHHOLDING	0.00
10-22200	MISSOURI WITHHOLDING	263.78
10-23100	LAGERS PAYABLE	5,022.54
10-23200	GROUP INSURANCE PAYABLE	2,135.56
10-23300	GARNISHMENTS PAYABLE	630.30
10-24000	COURT BONDS PAYABLE	1,817.50
10-24050	DEFERRED COURT FINES	19,786.39
10-24100	DEVELOPERS ESCROW	2,000.00
10-24200	OTHER ESCROW	0.00
10-25500	DUE TO RECREATION FUND	0.00
10-25550	DUE TO WATER/SEWER FUND	0.00
10-25950	LEASE PURCHASE-GEN	0.00
	Total Liability:	85,987.95
Equity		

Balance Sheet

As Of 11 Item # 4.

Account	Name	Balance
<u>10-30000</u>	FUND BALANCE	<u>4,946,413.04</u>
	Total Beginning Equity:	4,946,413.04
Total Revenue		2,748,659.46
Total Expense		<u>2,749,830.70</u>
Revenues Over/Under Expenses		-1,171.24
	Total Equity and Current Surplus (Deficit):	4,945,241.80
	Total Liabilities, Equity and Current Surplus (Deficit):	<u>5,031,229.75</u>

Balance Sheet

Account	Name	Balance
Fund: 20 - WATER AND SEWER FUND		
Assets		
20-01001	CLAIM ON POOLED CASH - WATER AND SI	3,331,834.52
20-10000	CASH IN BANK 4594	0.00
20-10100	CASH RESERVES 4595	0.00
20-10200	CASH RESERVES 4599	0.00
20-11100	PETTY CASH-WS	0.00
20-15000	ACCOUNTS RECEIVABLE-WS	253,626.79
20-15050	ACCOUNTS RECEIVABLE-COLLECTIONS	15,571.98
20-15100	DUE FROM GENERAL FUND	0.00
20-15200	DUE FROM RECREATION FUND	0.00
20-16000	PREPAID INSURANCE-WS	24,740.43
20-17000	DEFERRED INFLOWS-LEASES	0.00
20-17001	INTEREST RECEIVABLE-LEASES	0.00
20-17002	LONG TERM LEASE RECEIVABLE	0.00
20-17003	SHORT TERM LEASE RECEIVABLE	0.00
20-18000	LAND	273,272.75
20-18050	CONSTRUCTION IN PROGRESS	435,183.34
20-18100	EQUIPMENT	1,054,558.02
20-18200	WATER SYSTEM	4,576,733.19
20-18300	SEWER SYSTEM	9,165,307.07
20-18400	BUILDINGS-WSF	17,140.01
20-18500	ACCUMULATED DEPRECIATION-WS	-6,474,139.51
20-19000	COST OF ISSUANCE 2014	0.00
20-19100	2014 CERTIFICATE FUND	0.00
20-19110	2018 CERTIFICATE FUND	57.89
20-19120	2018 COP CONSTRUCTION FUND	0.00
20-19200	NET PENSION ASSET	134,963.00
20-19300	DEFERRED PENSION OUTFLOWS	68,966.00
	Total Assets:	12,877,815.48
		12,877,815.48

Liability

20-20000	AP PENDING (DUE TO POOLED CASH) - W:	10,213.00
20-20010	ACCOUNTS PAYABLE - WS	129,975.70
20-20100	RETURNED CHECKSWS	162.61
20-20500	ALLOWANCE FOR BAD DEBT-WS	0.00
20-21500	WAGES PAYABLE	13,260.14
20-21600	COMPENSATED ABSENCES	10,399.97
20-22000	FICA WITHHOLDING	0.00
20-22100	FEDERAL WITHHOLDING	0.00
20-22200	MISSOURI WITHHOLDING	2,085.74
20-23100	LAGERS PAYABLE	10,357.78
20-23200	GROUP INSURANCE PAYABLE	-976.79
20-23300	GARNISHMENTS PAYABLE	0.00
20-24200	Other Escrow	1,241,644.03
20-25000	DUE TO GENERAL FUND	0.00
20-25500	DUE TO RECREATION FUND	0.00
20-25600	SALES TAX PAYABLE	-3,772.98
20-25700	MO PRIMACY TAX	1,021.64
20-25750	WATER POLLUTION SERVICE CONNECTIOI	3,102.42
20-25800	CUSTOMER DEPOSITS-WS	271,009.61
20-25950	LEASE PURCHASE-W/S	85,800.60
20-26000	INTEREST PAYABLE	33,701.03
20-26500	2014 COP PAYABLE	920,000.00
20-27000	2018 COP Payable	3,190,000.00
20-28000	NET PENSION LIABILITY	0.00
20-28200	DEFERRED PENSION INFLOWS	27,618.00
	Total Liability:	5,945,602.50

Equity

Balance Sheet

As Of 11 Item # 4.

Account	Name	Balance
<u>20-30000</u>	RETAINED EARNINGS	7,257,240.61
	Total Beginning Equity:	<u>7,257,240.61</u>
Total Revenue		3,316,657.23
Total Expense		<u>3,641,684.86</u>
Revenues Over/Under Expenses		-325,027.63
	Total Equity and Current Surplus (Deficit):	6,932,212.98
	Total Liabilities, Equity and Current Surplus (Deficit):	<u>12,877,815.48</u>

Balance Sheet

Account	Name	Balance
Fund: 30 - PARKS FUND		
Assets		
30-01001	CLAIM ON POOLED CASH - PARKS FUND	42,564.19
30-10000	CASH IN BANK - 4596	0.00
30-10100	CASH RESERVES - 4597	0.00
30-11100	PETTY CASH-PKS	240.00
30-12000	CASH PARK- PROJECTS	1,926.85
30-12100	CASH YOUTH SCHOLARSHIP	2,402.53
30-12200	CASH - TICKET RESERVE	0.00
30-12300	2008 RESERVE FUND RESTRICTED	0.00
30-12400	PROJECT FUND	0.33
30-15000	ACCOUNTS RECEIVABLE-PKS	62.50
30-15050	ACCOUNTS RECEIVABLE-COLLECTIONS	0.00
30-15100	DUE FROM GENERAL FUND	0.00
30-15200	DUE FROM WATER/SEWER FUND	0.00
30-15300	SALES TAXES RECEIVABLE	52,675.33
30-15400	AD-VALOREM TAXES RECEIVABLE	67,072.90
30-16000	PREPAID INSURANCE-PKS	24,528.23
30-17000	DEFERRED INFLOWS-LEASES	-185,473.67
30-17001	INTEREST RECEIVABLE-LEASES	844.54
30-17002	LONG TERM LEASE RECEIVABLE	191,771.94
30-17003	SHORT TERM LEASE RECEIVABLE	5,747.00
	Total Assets:	204,362.67
		<u>204,362.67</u>
Liability		
30-20000	AP PENDING (DUE TO POOLED CASH) - PK	8,633.37
30-20010	ACCOUNTS PAYABLE - PKS	3,939.17
30-20100	RETURNED CHECKS-PKS	0.00
30-20500	ALLOWANCE FOR BAD DEBT-PKS	0.00
30-21500	WAGES PAYABLE	8,173.07
30-22000	FICA WITHHOLDING	0.00
30-22100	FEDERAL WITHHOLDING	0.00
30-22200	MISSOURI WITHHOLDING	988.95
30-23100	LAGERS PAYABLE	3,289.17
30-23200	GROUP INSURANCE PAYABLE	3,454.21
30-23300	GARNISHMENTS PAYABLE	594.00
30-25000	DUE TO GENERAL FUND	0.00
30-25550	DUE TO WATER/SEWER FUND	0.00
30-25800	CUSTOMER DEPOSITSPKS	2,266.25
30-25850	CUSTOMER IN-HOUSE CREDIT	2,797.50
30-25900	MID-MISSOURI BANK	0.00
30-25950	LEASE PURCHASE-PARKS	0.00
	Total Liability:	34,135.69
Equity		
30-30000	FUND BALANCE	212,025.42
	Total Beginning Equity:	212,025.42
Total Revenue		2,197,039.91
Total Expense		2,238,838.35
Revenues Over/Under Expenses		-41,798.44
	Total Equity and Current Surplus (Deficit):	170,226.98
	Total Liabilities, Equity and Current Surplus (Deficit):	<u>204,362.67</u>

Balance Sheet

As Of 1 Item # 4.

Account	Name	Balance	
Fund: 99 - POOLED CASH			
Assets			
<u>99-01000</u>	POOLED CASH - GENERAL	7,776,292.91	
<u>99-01100</u>	POOLED CASH - JIS COURT	1,728.76	
<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	27,138.50	
	Total Assets:	<u>7,805,160.17</u>	<u>7,805,160.17</u>
Liability			
<u>99-20000</u>	ACCOUNTS PAYABLE CONTROL	27,138.50	
<u>99-21500</u>	WAGES PAYABLE	0.00	
<u>99-27000</u>	DUE TO OTHER FUNDS	7,778,021.67	
	Total Liability:	<u>7,805,160.17</u>	
	Total Equity and Current Surplus (Deficit):	0.00	
	Total Liabilities, Equity and Current Surplus (Deficit):		<u>7,805,160.17</u>



		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 10 - GENERAL FUND						
Revenue						
Department: 100 - General Government						
10-100-40800	MISCELLANEOUS INCOME-GCG	6,000.00	6,000.00	2.00	2,046.29	3,953.71
10-100-40850	CONVENIENCE FEE-GCG	2,000.00	2,000.00	160.58	158.77	1,841.23
10-100-40980	VETERAN'S MEMORIAL	240.00	240.00	0.00	0.00	240.00
10-100-41000	FRANCHISE CABLE TV	18,200.00	18,200.00	3,008.35	13,124.41	5,075.59
10-100-41100	FRANCHISE ELECTRIC	330,000.00	330,000.00	60,246.42	299,526.48	30,473.52
10-100-41200	FRANCHISE GAS	76,000.00	76,000.00	2,531.49	69,735.05	6,264.95
10-100-41300	FRANCHISE MOBILE PHONE LEASE	70,000.00	70,000.00	2,342.56	63,521.16	6,478.84
10-100-43000	INTEREST INCOME-GCG	100,000.00	100,000.00	9,233.97	117,358.34	-17,358.34
10-100-44100	MERCHANTS LICENSES	7,000.00	7,000.00	150.00	4,552.50	2,447.50
10-100-44110	BUILDING PERMITS	42,000.00	100,000.00	0.00	95,524.04	4,475.96
10-100-45300	TAX REAL ESTATE-GCG	250,700.00	250,700.00	161.09	224,327.67	26,372.33
10-100-45400	TAX SALES & USE REVENUES-GCG	900,000.00	900,000.00	83,863.61	889,528.09	10,471.91
10-100-45500	TAX SALES CAP IMP-GCG	350,000.00	350,000.00	30,136.19	306,427.31	43,572.69
10-100-46000	TRANSFER FROM GCG	0.00	92,679.00	0.00	0.00	92,679.00
10-100-49000	CAPITAL ASSET SALES-GCG	1,000.00	1,000.00	0.00	0.00	1,000.00
Department: 100 - General Government Total:		2,153,140.00	2,303,819.00	191,836.26	2,085,830.11	217,988.89
Department: 200 - Law						
10-200-40800	MISC INCOME - LAW	500.00	500.00	0.00	0.00	500.00
10-200-42000	GRANT REVENUES-LAW	35,000.00	35,000.00	0.00	15,988.36	19,011.64
10-200-44120	POLICE FACILITY FEES	0.00	0.00	0.00	7,000.00	-7,000.00
10-200-44520	LAW OTHER INCOME-LAW	13,500.00	13,500.00	12.00	1,308.19	12,191.81
10-200-45100	LAW ENFORCEMENT SALES TAX	132,000.00	132,000.00	7,702.49	97,363.94	34,636.06
10-200-45600	TAX STATE LET ACCOUNT	100.00	100.00	0.00	1,051.10	-951.10
10-200-49000	CAPITAL ASSET SALES	0.00	18,000.00	0.00	17,996.50	3.50
Department: 200 - Law Total:		181,100.00	199,100.00	7,714.49	140,708.09	58,391.91
Department: 250 - Court						
10-250-40800	MISCELLANEOUS INCOME-COURT	500.00	500.00	0.00	0.00	500.00
10-250-44500	TRAFFIC FINES-COURT	115,000.00	60,000.00	9,817.31	65,993.47	-5,993.47
10-250-44510	OTHER FINES-COURT	5,000.00	5,000.00	859.50	3,593.00	1,407.00
10-250-44520	COURT INCOME OTHER-COURT	100.00	100.00	0.00	0.00	100.00
Department: 250 - Court Total:		120,600.00	65,600.00	10,676.81	69,586.47	-3,986.47
Department: 300 - Streets						
10-300-40800	MISCELLANEOUS INCOME-STREETS	100.00	100.00	0.00	0.00	100.00
10-300-42000	GRANT REVENUES-STREETS	377,060.00	377,060.00	52,674.60	66,930.53	310,129.47
10-300-44110	STREET APPROACH/GUTTER/INSPECTION	0.00	0.00	0.00	1,000.00	-1,000.00
10-300-45410	TAX MOTOR VEHICLE	310,000.00	310,000.00	28,027.55	309,310.86	689.14
10-300-45450	TAX COUNTY ROAD & BRIDGE	39,259.00	39,259.00	0.00	43,807.34	-4,548.34
Department: 300 - Streets Total:		726,419.00	726,419.00	80,702.15	421,048.73	305,370.27
Department: 400 - Planning & Development						
10-400-40930	PLANNING AND ZONING	25,000.00	25,000.00	0.00	2,995.31	22,004.69
10-400-44110	PLANNING/DEV BUILDING FEES	0.00	0.00	535.00	27,759.75	-27,759.75
10-400-44120	ZONING FEES	0.00	0.00	100.00	731.00	-731.00
Department: 400 - Planning & Development Total:		25,000.00	25,000.00	635.00	31,486.06	-6,486.06
Department: 500 - Emergency Management						
10-500-42000	GRANT REVENUES-EM	8,458.00	8,458.00	0.00	0.00	8,458.00
Department: 500 - Emergency Management Total:		8,458.00	8,458.00	0.00	0.00	8,458.00
Revenue Total:		3,214,717.00	3,328,396.00	291,564.71	2,748,659.46	579,736.54

Income Statement

For Fiscal: 2024 Period Ending: 11/30/2024

Item # 4.

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Remaining
Expense						
Department: 100 - General Government						
10-100-50130	SUPPLIES-GCG	2,000.00	2,000.00	172.60	741.68	1,258.32
10-100-50310	VETERAN'S MEMORIAL EXPENSES-GCG	1,000.00	1,000.00	0.00	275.68	724.32
10-100-50500	BUILDING MAINTENANCE-GCG	1,000.00	1,000.00	0.00	1,406.60	-406.60
10-100-50550	CUSTODIAL SUPPLIES-GCG	600.00	1,200.00	10.80	1,087.05	112.95
10-100-50600	MISCELLANEOUS EXPENSE-GCG	100.00	8,500.00	0.00	6,830.09	1,669.91
10-100-50700	OFFICE SUPPLIES-GCG	7,500.00	7,500.00	0.00	7,056.89	443.11
10-100-50750	POSTAGE-GCG	1,600.00	1,900.00	12.79	1,936.43	-36.43
10-100-51000	REPAIRS AND MAINTENANCE-GCG	100.00	100.00	0.00	0.00	100.00
10-100-52000	SUPPLIES SMALL EQUIPMENT-GCG	1,000.00	1,000.00	0.00	1,424.75	-424.75
10-100-55200	ADVERTISING-GCG	4,000.00	4,000.00	0.00	545.92	3,454.08
10-100-55400	AUDIT EXPENSE-GCG	104,000.00	104,850.00	0.00	4,000.00	100,850.00
10-100-55500	BANK/CREDIT CARD FEES-GEN	800.00	800.00	2.43	342.94	457.06
10-100-55600	CONTRACT LABOR-GCG	500.00	500.00	30.00	2,625.64	-2,125.64
10-100-55800	DUES AND SUBSCRIPTIONS-GCG	3,500.00	4,850.00	100.00	3,012.70	1,837.30
10-100-55850	EQUIPMENT RENTAL-GEN	1,000.00	1,000.00	75.02	752.29	247.71
10-100-55900	ELECTION EXPENSE-GCG	6,300.00	31,000.00	0.00	25,901.72	5,098.28
10-100-56000	INSURANCE-GCG	6,030.00	6,635.00	267.63	6,367.37	267.63
10-100-56200	LEGAL-GCG	16,000.00	20,000.00	1,621.00	25,498.20	-5,498.20
10-100-56400	PROFESSIONAL-GCG	30,000.00	44,000.00	69.00	43,705.40	294.60
10-100-56450	CONTRACT SERVICES/SECURITY-GCG	400.00	400.00	0.00	396.00	4.00
10-100-56500	SAFETY PROGRAM-GCG	150.00	300.00	0.00	116.96	183.04
10-100-56890	TRAVEL EXPENSE-ELECTED OFFICIAL	1,000.00	1,000.00	0.00	0.00	1,000.00
10-100-56900	TRAVEL EXPENSE-GCG	1,000.00	1,000.00	40.00	270.00	730.00
10-100-56910	TRAVEL EXPENSE-FINANCE	1,000.00	1,000.00	0.00	790.85	209.15
10-100-56940	TRAINING & EDUCATION-ELECTED OFFICIAL	1,000.00	1,000.00	0.00	30.00	970.00
10-100-56950	TRAINING & EDUCATION-GEN	1,000.00	1,000.00	70.00	1,367.00	-367.00
10-100-56960	TRAINING & EDUCATION-FINANCE	1,000.00	1,000.00	0.00	350.00	650.00
10-100-57400	EQUIPMENT/SOFTWARE CONTRACTS-GCG	15,000.00	16,200.00	1,376.35	17,063.57	-863.57
10-100-61000	TELEPHONE-GCG	2,000.00	2,000.00	150.00	1,977.70	22.30
10-100-61050	INTERNET-GCG	7,400.00	7,400.00	429.93	6,332.18	1,067.82
10-100-62000	UTILITIES ELECTRIC-GCG	8,000.00	8,000.00	914.43	5,678.06	2,321.94
10-100-62100	UTILITIES GAS-GCG	2,010.00	2,010.00	57.65	1,729.27	280.73
10-100-62300	UTILITIES OTHER-GCG	800.00	800.00	128.69	1,150.10	-350.10
10-100-70000	VEHICLE EXPENSES FUEL-GCG	200.00	200.00	0.00	0.00	200.00
10-100-71000	VEHICLE REPAIR & MAINT-GCG	100.00	100.00	0.00	49.11	50.89
10-100-75000	VEHICLE LEASE-GENERAL	1,520.00	785.00	0.00	761.55	23.45
10-100-90000	SALARIES-GCG	123,281.00	209,490.00	13,487.81	137,136.27	72,353.73
10-100-90500	SALARIES OVERTIME-GCG	500.00	2,000.00	197.08	1,711.63	288.37
10-100-91000	SALARIES-ELECTED OFFICIALS	5,400.00	5,400.00	0.00	2,699.97	2,700.03
10-100-91500	PAYROLL TAXES-GCG	10,335.00	17,351.00	1,005.93	11,110.98	6,240.02
10-100-92000	RETIREMENT-GCG	10,285.00	17,840.00	406.70	5,673.80	12,166.20
10-100-93000	GROUP INSURANCE-GCG	31,755.00	36,696.00	3,283.70	24,841.62	11,854.38
10-100-95500	CAPITAL ASSET EQUIPMENT-GCG	16,900.00	43,440.00	0.00	39,394.89	4,045.11
10-100-97380	TRANSFER TO PARKS-GCG	1,638.00	243,906.00	0.00	276,500.00	-32,594.00
Department: 100 - General Government Total:		430,704.00	862,153.00	23,909.54	670,642.86	191,510.14
Department: 200 - Law						
10-200-50130	SUPPLIES-LAW	2,500.00	2,500.00	77.97	2,494.69	5.31
10-200-50300	DARE-LAW	1,700.00	1,700.00	0.00	1,700.00	0.00
10-200-50500	BUILDING MAINTENANCE-LAW	5,000.00	5,000.00	0.00	294.29	4,705.71
10-200-50550	CUSTODIAL SUPPLIES-LAW	700.00	700.00	0.00	273.11	426.89
10-200-50600	MISCELLANEOUS EXPENSE-LAW	100.00	100.00	0.00	0.00	100.00
10-200-50700	OFFICE SUPPLIES-LAW	1,200.00	1,200.00	0.00	1,020.96	179.04
10-200-50750	POSTAGE-LAW	250.00	250.00	0.00	27.34	222.66
10-200-51000	REPAIRS & MAINTENANCE-LAW	500.00	500.00	0.00	8.63	491.37
10-200-52000	SUPPLIES SMALL EQUIPMENT-LAW	7,000.00	7,000.00	1,437.00	5,309.92	1,690.08
10-200-55200	ADVERTISING-LAW	200.00	200.00	0.00	55.81	144.19
10-200-55500	BANK/CREDIT CARD FEES-LAW	50.00	50.00	0.00	0.00	50.00

Income Statement

For Fiscal: 2024 Period Ending: 11/30/2024

Item # 4.

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Remaining	
10-200-55600	CONTRACT LABOR-LAW	500.00	500.00	15.00	165.00	335.00
10-200-55800	DUES AND SUBSCRIPTIONS-LAW	2,800.00	2,800.00	0.00	400.45	2,399.55
10-200-55850	EQUIPMENT RENTAL-LAW	1,800.00	1,800.00	131.03	1,317.39	482.61
10-200-56000	INSURANCE-LAW	41,000.00	41,000.00	4,177.61	36,822.39	4,177.61
10-200-56200	LEGAL-LAW	1,000.00	1,000.00	0.00	0.00	1,000.00
10-200-56400	PROFESSIONAL-LAW	68,000.00	68,000.00	5,426.00	46,742.91	21,257.09
10-200-56450	CONTRACT SERVICES/SECURITY-LAW	100.00	100.00	0.00	0.00	100.00
10-200-56500	SAFETY PROGRAM-LAW	400.00	400.00	0.00	855.05	-455.05
10-200-56900	TRAVEL EXPENSE-LAW	1,000.00	1,000.00	0.00	123.09	876.91
10-200-56950	TRAINING & EDUCATION-LAW	20,000.00	20,000.00	0.00	1,157.00	18,843.00
10-200-57400	EQUIPMENT/SOFTWARE CONTRACTS-LAW	18,000.00	16,000.00	233.45	10,184.20	5,815.80
10-200-61000	TELEPHONE-LAW	3,500.00	3,500.00	121.21	2,260.49	1,239.51
10-200-61050	INTERNET-LAW	7,000.00	7,000.00	509.97	6,017.30	982.70
10-200-62000	UTILITIES ELECTRIC-LAW	5,050.00	5,050.00	507.50	3,326.52	1,723.48
10-200-62100	UTILITIES GAS-LAW	3,200.00	3,200.00	0.00	2,149.10	1,050.90
10-200-62300	UTILITIES OTHER-LAW	600.00	600.00	46.40	591.64	8.36
10-200-70000	VEHICLE EXPENSES FUEL-LAW	25,000.00	25,000.00	1,719.04	19,583.64	5,416.36
10-200-71000	VEHICLE REPAIR & MAINT-LAW	10,000.00	10,000.00	26.12	3,733.40	6,266.60
10-200-71100	EQUIPMENT REPAIR & MAINT-LAW	500.00	500.00	0.00	295.43	204.57
10-200-75000	VEHICLE LEASE-LAW	17,600.00	17,600.00	1,616.56	16,326.06	1,273.94
10-200-90000	SALARIES-LAW	644,047.00	641,001.00	72,168.89	540,740.86	100,260.14
10-200-90500	SALARIES OVERTIME-LAW	3,000.00	3,000.00	124.81	2,568.20	431.80
10-200-91500	PAYROLL TAXES-LAW	51,764.00	51,520.00	5,287.00	39,454.51	12,065.49
10-200-92000	RETIREMENT-LAW	62,924.00	66,037.00	7,067.56	54,095.80	11,941.20
10-200-92500	UNIFORMS-LAW	10,000.00	10,000.00	531.63	7,109.01	2,890.99
10-200-93000	GROUP INSURANCE-LAW	107,264.00	98,885.00	10,765.05	82,361.68	16,523.32
10-200-95100	CAPITAL ASSET EXP-LAW	2,000.00	2,000.00	0.00	15.04	1,984.96
10-200-95500	CAPITAL ASSET EQUIPMENT-LAW	45,000.00	45,000.00	0.00	46,968.02	-1,968.02
Department: 200 - Law Total:	1,172,249.00	1,161,693.00	111,989.80	936,548.93	225,144.07	

Department: 250 - Court

10-250-50130	SUPPLIES-COURT	200.00	200.00	11.99	102.32	97.68
10-250-50500	BUILDING MAINTENANCE-COURT	100.00	100.00	0.00	0.00	100.00
10-250-50550	CUSTODIAL SUPPLIES	100.00	100.00	0.00	37.67	62.33
10-250-50600	MISCELLANEOUS EXPENSE-COURT	100.00	100.00	0.00	0.00	100.00
10-250-50700	OFFICE SUPPLIES-COURT	1,200.00	1,500.00	0.00	907.92	592.08
10-250-50750	POSTAGE-COURT	500.00	500.00	0.00	172.10	327.90
10-250-51000	REPAIRS & MAINTENANCE-COURT	100.00	100.00	0.00	0.00	100.00
10-250-52000	SUPPLIES SMALL TOOLS-COURT	100.00	100.00	0.00	216.12	-116.12
10-250-55200	ADVERTISING EXPENSE-COURT	100.00	100.00	0.00	0.00	100.00
10-250-55500	BANK/CREDIT CARD FEES-COURT	300.00	300.00	1.62	55.05	244.95
10-250-55800	DUES & SUBSCRIPTIONS-COURT	250.00	250.00	0.00	0.00	250.00
10-250-55850	EQUIPMENT RENTAL-COURT	120.00	120.00	8.34	84.23	35.77
10-250-56000	INSURANCE-COURT	3,000.00	3,000.00	245.09	2,754.92	245.08
10-250-56200	LEGAL-COURT	100.00	100.00	0.00	0.00	100.00
10-250-56400	PROFESSIONAL-COURT	15,000.00	15,000.00	915.00	10,566.18	4,433.82
10-250-56450	CONTRACT SERVICE/SECURITY-COURT	100.00	100.00	0.00	0.00	100.00
10-250-56910	TRAVEL COURT	1,000.00	1,000.00	0.00	0.00	1,000.00
10-250-56960	TRAINING COURT	750.00	750.00	0.00	0.00	750.00
10-250-57400	EQUIP/SOFTWARE CONTRACTS-COURT	1,550.00	2,000.00	206.45	2,182.75	-182.75
10-250-61000	TELEPHONE-COURT	760.00	760.00	0.00	626.80	133.20
10-250-61050	INTERNET-COURT	3,550.00	3,550.00	249.70	3,038.25	511.75
10-250-71100	EQUIPMENT REPAIR & MAINT-COURT	100.00	100.00	0.00	0.00	100.00
10-250-80000	COURT AUTOMATION-COURT	5,000.00	5,000.00	290.95	3,381.26	1,618.74
10-250-81000	CVC FEES	5,000.00	5,000.00	296.36	3,444.04	1,555.96
10-250-81100	POST FUND-COURT	750.00	750.00	41.57	483.02	266.98
10-250-82000	SHERIFF'S RETIREMENT FUND-COURT	100.00	100.00	0.00	28.00	72.00
10-250-90000	SALARIES-COURT	64,026.00	64,026.00	7,135.25	60,528.27	3,497.73
10-250-90500	SALARIES OVERTIME-COURT	100.00	100.00	0.00	155.16	-55.16
10-250-91500	PAYROLL TAXES-COURT	5,130.00	5,130.00	526.73	4,477.86	652.14

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10-250-92000	RETIREMENT-COURT	4,561.00	4,955.00	576.03	4,718.35	236.65
10-250-93000	GROUP INSURANCE-COURT	13,120.00	13,214.00	2,055.62	15,635.64	-2,421.64
10-250-95500	CAPITAL ASSET EQUIPMENT-COURT	0.00	0.00	0.00	325.00	-325.00
	Department: 250 - Court Total:	126,867.00	128,105.00	12,560.70	113,920.91	14,184.09
	Department: 300 - Streets					
10-300-50130	SUPPLIES-STREETS	25,000.00	25,000.00	2,054.58	11,218.44	13,781.56
10-300-50200	LANDSCAPING - STREETS	0.00	0.00	0.00	232.16	-232.16
10-300-50500	BUILDING MAINTENANCE-STREETS	4,000.00	4,000.00	0.00	23.97	3,976.03
10-300-50550	CUSTODIAL SUPPLIES-STREETS	100.00	100.00	0.00	18.97	81.03
10-300-50600	MISCELLANEOUS EXPENSE-STREETS	100.00	100.00	0.00	0.00	100.00
10-300-50700	OFFICE SUPPLIES-STREETS	500.00	500.00	10.99	46.18	453.82
10-300-50750	POSTAGE-ST	50.00	50.00	0.00	0.32	49.68
10-300-51000	REPAIRS AND MAINTENANCE-STREETS	20,000.00	20,000.00	2,186.70	19,765.26	234.74
10-300-52000	SUPPLIES SMALL EQUIPMENT-STREETS	3,000.00	3,000.00	380.78	3,489.53	-489.53
10-300-55200	ADVERTISING-ST	200.00	200.00	49.38	574.97	-374.97
10-300-55600	CONTRACT LABOR-STREETS	1,500.00	1,500.00	0.00	0.00	1,500.00
10-300-55800	DUES AND SUBSCRIPTIONS-STREETS	3,050.00	3,050.00	0.00	5,120.38	-2,070.38
10-300-55850	EQUIPMENT RENTAL-STREETS	2,000.00	2,000.00	0.00	1,087.85	912.15
10-300-56000	INSURANCE-STREETS	12,900.00	12,900.00	1,317.31	11,582.69	1,317.31
10-300-56200	LEGAL EXPENSE-ST	500.00	500.00	0.00	0.00	500.00
10-300-56400	PROFESSIONAL-STREETS	3,000.00	3,000.00	113.30	1,308.60	1,691.40
10-300-56500	SAFETY PROGRAM-STREETS	300.00	300.00	55.13	55.13	244.87
10-300-56900	TRAVEL EXPENSE-STREETS	200.00	200.00	0.00	0.00	200.00
10-300-56950	TRAINING & EDUCATION-ST	100.00	100.00	0.00	0.00	100.00
10-300-57400	EQUIPMENT/SOFTWARE CONTRACTS-STRE	1,000.00	3,100.00	0.00	3,986.47	-886.47
10-300-61000	TELEPHONE-STREETS	1,500.00	1,500.00	16.06	1,033.57	466.43
10-300-61050	INTERNET-STREETS	3,800.00	3,800.00	258.07	3,140.03	659.97
10-300-61110	STREET LIGHTS STREETS	67,000.00	67,000.00	12,733.39	61,610.29	5,389.71
10-300-62000	UTILITIES ELECTRIC-STREETS	3,200.00	3,200.00	475.50	3,737.71	-537.71
10-300-62100	UTILITIES GAS-STREETS	300.00	300.00	0.00	0.00	300.00
10-300-70000	VEHICLE EXPENSE FUEL-STREETS	5,500.00	5,500.00	519.48	5,967.98	-467.98
10-300-70100	EQUIPMENT FUEL-STREETS	1,500.00	1,500.00	13.68	190.04	1,309.96
10-300-71000	VEHICLE REPAIR & MAINT-STREETS	2,000.00	3,500.00	203.61	4,230.61	-730.61
10-300-71100	EQUIPMENT REPAIR & MAINT-STREETS	5,000.00	8,000.00	167.41	9,468.55	-1,468.55
10-300-75000	VEHICLE LEASE-STREETS	18,929.00	18,929.00	1,759.97	17,552.31	1,376.69
10-300-75100	EQUIPMENT LEASE	6,400.00	6,400.00	529.87	5,828.57	571.43
10-300-90000	SALARIES-STREETS	128,743.00	85,400.00	11,388.44	73,139.62	12,260.38
10-300-90500	SALARIES OVERTIME-STREETS	2,000.00	2,000.00	191.50	2,372.90	-372.90
10-300-91500	PAYROLL TAXES-STREETS	10,459.00	6,992.00	875.29	5,715.51	1,276.49
10-300-92000	RETIREMENT-STREETS	10,653.00	8,172.00	911.85	6,715.51	1,456.49
10-300-92500	UNIFORMS-STREETS	1,400.00	1,600.00	151.62	1,255.37	344.63
10-300-93000	GROUP INSURANCE-STREETS	26,854.00	21,271.00	1,929.85	11,999.45	9,271.55
10-300-95100	CAPITAL ASSET EXP-STREETS	478,825.00	528,825.00	369,018.75	514,024.31	14,800.69
10-300-95500	CAPITAL ASSET EQUIPMENT-STREETS	12,000.00	12,000.00	0.00	667.50	11,332.50
	Department: 300 - Streets Total:	863,563.00	865,489.00	407,312.51	787,160.75	78,328.25
	Department: 400 - Planning & Development					
10-400-50130	SUPPLIES-P&D	300.00	300.00	10.00	209.60	90.40
10-400-50550	CUSTODIAL SUPPLIES-P&D	101.00	101.00	0.00	4.13	96.87
10-400-50600	MISCELLANEOUS EXPENSE-P&D	100.00	100.00	0.00	0.00	100.00
10-400-50700	OFFICE SUPPLIES-P&D	500.00	2,000.00	0.00	2,121.97	-121.97
10-400-50750	POSTAGE-P&D	250.00	250.00	0.00	62.16	187.84
10-400-51000	REPAIRS & MAINTENANCE-P&D	200.00	200.00	0.00	0.00	200.00
10-400-52000	SUPPLIES-SMALL EQUIPMENT	300.00	1,000.00	0.00	1,488.37	-488.37
10-400-55200	ADVERTISING-P&D	1,000.00	1,000.00	144.68	774.00	226.00
10-400-55500	BANK/CREDIT CARD FEES-P&D	0.00	0.00	0.00	0.45	-0.45
10-400-55600	CONTRACT LABOR-P&D	0.00	25,000.00	1,680.00	15,395.00	9,605.00
10-400-55800	DUES AND SUBSCRIPTIONS-P&D	250.00	250.00	0.00	160.00	90.00
10-400-55850	EQUIPMENT RENTAL-P&D	500.00	500.00	39.31	390.16	109.84
10-400-56000	INSURANCE-P&D	4,349.00	4,349.00	444.14	3,904.87	444.13

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10-400-56200	LEGAL-P&D	5,000.00	5,000.00	0.00	0.00	5,000.00
10-400-56400	PROFESSIONAL-P&D	75,000.00	50,000.00	2,335.74	41,408.98	8,591.02
10-400-56900	TRAVEL EXPENSE-P&D	1,000.00	1,000.00	0.00	591.78	408.22
10-400-56950	TRAINING & EDUCATION-P&D	1,000.00	1,000.00	100.00	1,873.61	-873.61
10-400-57400	EQUIPMENT/SOFTWARE CONTRACTS-P&D	7,500.00	12,500.00	666.45	9,614.33	2,885.67
10-400-61000	TELEPHONE-P&D	1,480.00	1,480.00	40.38	1,071.01	408.99
10-400-61050	INTERNET-P&D	3,800.00	3,800.00	249.70	3,038.25	761.75
10-400-70000	VEHICLE EXPENSE FUEL-P&D	0.00	0.00	75.29	568.30	-568.30
10-400-71000	VEHICLE REPAIR & MAINT-P&D	0.00	594.00	65.18	535.48	58.52
10-400-75000	VEHICLE LEASE-P&D	3,040.00	7,063.00	735.86	6,223.75	839.25
10-400-90000	SALARIES-P&D	96,005.00	119,266.00	13,772.43	101,863.83	17,402.17
10-400-90500	SALARIES OVERTIME-P&D	300.00	300.00	0.00	68.23	231.77
10-400-91500	PAYROLL TAXES-P&D	7,704.00	9,565.00	1,009.07	7,485.51	2,079.49
10-400-92000	RETIREMENT-P&D	8,036.00	11,179.00	1,326.80	6,250.40	4,928.60
10-400-93000	GROUP INSURANCE-P&D	14,665.00	17,691.00	1,048.11	8,130.78	9,560.22
10-400-95500	CAPITAL ASSET EQUIPMENT-P&D	0.00	0.00	0.00	975.00	-975.00
Department: 400 - Planning & Development Total:		232,380.00	275,488.00	23,743.14	214,209.95	61,278.05
Department: 450 - Economic Development						
10-450-55800	DUES & UBSCRIPTIONS - ECO DEV	5,500.00	5,500.00	0.00	0.00	5,500.00
10-450-56300	MARKETING EXPENSE - ECO DEV	500.00	500.00	0.00	0.00	500.00
10-450-56400	PROFESSIONAL - ECO DEV	5,000.00	5,000.00	0.00	0.00	5,000.00
10-450-56900	TRAVEL EXPENSE - ECO DEV	1,000.00	500.00	0.00	0.00	500.00
10-450-56950	TRAINING & EDUCATION - ECO DEV	1,000.00	500.00	0.00	0.00	500.00
10-450-57400	EQUIPMENT SOFTWARE CONTRACTS -ECO	0.00	0.00	0.00	9,000.00	-9,000.00
10-450-90000	SALARIES - ECO DEV	0.00	3,285.00	0.00	3,283.08	1.92
10-450-91500	PAYROLL TAX - ECO DEV	0.00	255.00	0.00	251.06	3.94
10-450-92000	RETIREMENT - ECO DEV	0.00	118.00	0.00	117.31	0.69
10-450-93000	GROUP INSURANCE-ECO DEV	0.00	10.00	0.00	9.90	0.10
Department: 450 - Economic Development Total:		13,000.00	15,668.00	0.00	12,661.35	3,006.65
Department: 500 - Emergency Management						
10-500-50700	OFFICE SUPPLIES-EM	100.00	100.00	0.00	0.00	100.00
10-500-51000	REPAIRS AND MAINTENANCE-EM	200.00	200.00	0.00	1,665.00	-1,465.00
10-500-55600	CONTRACT LABOR-EM	19,000.00	19,000.00	4,334.00	13,002.00	5,998.00
10-500-56900	TRAVEL EXPENSE-EM	300.00	300.00	0.00	0.00	300.00
10-500-56950	TRAINING & EDUCATION-EM	200.00	200.00	0.00	0.00	200.00
10-500-95500	CAPITAL ASSETS EQUIPMENT-EMG	0.00	0.00	0.00	18.95	-18.95
Department: 500 - Emergency Management Total:		19,800.00	19,800.00	4,334.00	14,685.95	5,114.05
Expense Total:		2,858,563.00	3,328,396.00	583,849.69	2,749,830.70	578,565.30
Fund: 10 - GENERAL FUND Surplus (Deficit):		356,154.00	0.00	-292,284.98	-1,171.24	

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Fund: 20 - WATER AND SEWER FUND						
Revenue						
Department: 600 - Water						
<u>20-600-40700</u>	METER REPLACEMENT/ INSTALLATIONS-W	35,000.00	85,000.00	0.00	80,054.00	4,946.00
<u>20-600-40800</u>	MISCELLANEOUS INCOME-WATER	1,000.00	1,000.00	30.00	2,265.37	-1,265.37
<u>20-600-40850</u>	CONVENIENCE FEE-WATER	22,000.00	22,000.00	1,712.97	18,612.05	3,387.95
<u>20-600-40920</u>	PENALTY INCOME-WATER	45,000.00	45,000.00	1,710.47	37,002.84	7,997.16
<u>20-600-42000</u>	GRANT RECEIPTS-WATER	3,750.00	4,200.00	0.00	4,115.50	84.50
<u>20-600-43000</u>	INTEREST INCOME-WATER	30,000.00	30,000.00	2,517.62	34,529.65	-4,529.65
<u>20-600-44100</u>	UTILITY LOCATE FEES	0.00	0.00	25.00	275.00	-275.00
<u>20-600-44110</u>	NEW CONSTN METER INSTALLATION	0.00	0.00	0.00	13,025.00	-13,025.00
<u>20-600-44120</u>	WATER CAPACITY FEES	0.00	0.00	0.00	16,000.00	-16,000.00
<u>20-600-46000</u>	TRANSFER IN-WATER	713,040.00	1,054,631.00	0.00	0.00	1,054,631.00
<u>20-600-48510</u>	WATER SALES - CITY COMMERCIAL (WATER	132,825.00	120,750.00	10,202.09	96,336.63	24,413.37
<u>20-600-48515</u>	WATER SALES - RURAL COMMERCIAL (WAT	8,400.00	7,718.00	535.43	6,470.73	1,247.27
<u>20-600-48520</u>	WATER SALES - CITY RESIDENTIAL (WATER)	679,907.00	615,300.00	54,850.66	581,056.92	34,243.08
<u>20-600-48525</u>	WATER SALES - RURAL RESIDENTIAL (WATE	425,000.00	412,125.00	33,332.32	370,205.65	41,919.35
<u>20-600-49000</u>	CAPITAL ASSET SALES-WATER	5,000.00	5,000.00	0.00	4,725.50	274.50
	Department: 600 - Water Total:	2,100,922.00	2,402,724.00	104,916.56	1,264,674.84	1,138,049.16
Department: 700 - Sewer						
<u>20-700-40800</u>	MISCELLANEOUS INCOME-SEWER	1,000.00	1,000.00	0.00	0.00	1,000.00
<u>20-700-40850</u>	CONVENIENCE FEE-SEWER	22,000.00	22,000.00	1,712.96	18,613.47	3,386.53
<u>20-700-40920</u>	PENALTY INCOME-SEWER	35,000.00	35,000.00	2,448.15	27,299.05	7,700.95
<u>20-700-40960</u>	TRASH INCOME-SEWER	0.00	12,000.00	0.00	11,893.09	106.91
<u>20-700-42000</u>	GRANT RECEIPTS-SEWER	708,668.00	708,668.00	0.00	326,669.64	381,998.36
<u>20-700-42100</u>	HOOK UP FEES RECEIVE-SEWER	40,000.00	110,000.00	0.00	115,700.00	-5,700.00
<u>20-700-43000</u>	INTEREST INCOME-SEWER	30,000.00	30,000.00	2,517.62	34,525.64	-4,525.64
<u>20-700-44100</u>	TREATMENT FACILITY FEES	0.00	0.00	0.00	4,000.00	-4,000.00
<u>20-700-44110</u>	SEWER LATERAL CONNECTION FEES	0.00	0.00	0.00	4,000.00	-4,000.00
<u>20-700-44120</u>	SEWER CAPACITY FEES	0.00	0.00	0.00	600.00	-600.00
<u>20-700-46000</u>	TRANSFER IN-SEWER	605,000.00	832,360.00	0.00	0.00	832,360.00
<u>20-700-48800</u>	SEWER SALES-SEWER	1,780,000.00	1,613,233.00	146,289.62	1,503,956.00	109,277.00
<u>20-700-49000</u>	CAPITAL ASSET SALES-SEWER	5,000.00	5,000.00	0.00	4,725.50	274.50
	Department: 700 - Sewer Total:	3,226,668.00	3,369,261.00	152,968.35	2,051,982.39	1,317,278.61
	Revenue Total:	5,327,590.00	5,771,985.00	257,884.91	3,316,657.23	2,455,327.77
Expense						
Department: 600 - Water						
<u>20-600-50000</u>	CHEMICALS-WATER	20,000.00	20,000.00	2,550.08	14,331.03	5,668.97
<u>20-600-50130</u>	SUPPLIES-WATER	60,000.00	60,000.00	3,488.32	65,407.39	-5,407.39
<u>20-600-50200</u>	LABORATORY FEES-WATER	2,000.00	2,000.00	364.00	1,963.00	37.00
<u>20-600-50300</u>	LABORATORY SUPPLIES-WATER	29,447.00	29,447.00	16,438.88	17,074.24	12,372.76
<u>20-600-50500</u>	BUILDING MAINTENANCE-WATER	5,000.00	5,000.00	0.00	47.98	4,952.02
<u>20-600-50550</u>	CUSTODIAL SUPPLIES-WATER	500.00	500.00	0.00	61.37	438.63
<u>20-600-50600</u>	MISCELLANEOUS EXPENSE-WATER	100.00	100.00	0.00	0.00	100.00
<u>20-600-50700</u>	OFFICE SUPPLIES-WATER	3,500.00	3,500.00	21.99	3,468.92	31.08
<u>20-600-50750</u>	POSTAGE-WATER	13,000.00	13,000.00	1,051.24	11,662.17	1,337.83
<u>20-600-51000</u>	REPAIRS AND MAINTENANCE-WATER	80,000.00	80,000.00	13,198.33	97,367.28	-17,367.28
<u>20-600-52000</u>	SUPPLIES SMALL EQUIPMENT-WATER	10,000.00	10,000.00	1,225.09	7,105.80	2,894.20
<u>20-600-52500</u>	METER REPLACEMENT-WATER	20,000.00	20,000.00	0.00	8,636.73	11,363.27
<u>20-600-55200</u>	ADVERTISING-WATER	1,000.00	1,000.00	98.77	749.85	250.15
<u>20-600-55400</u>	AUDIT EXPENSE-WATER	6,500.00	6,500.00	0.00	5,000.00	1,500.00
<u>20-600-55500</u>	BANK/CREDIT CARD FEES-WATER	19,000.00	19,000.00	3,943.74	36,495.58	-17,495.58
<u>20-600-55600</u>	CONTRACT LABOR--WATER	5,000.00	5,000.00	0.00	0.00	5,000.00
<u>20-600-55800</u>	DUES AND SUBSCRIPTIONS-WATER	2,100.00	2,100.00	6,325.00	7,022.49	-4,922.49
<u>20-600-55850</u>	EQUIPMENT RENTAL-WATER	2,000.00	3,000.00	487.87	6,240.29	-3,240.29
<u>20-600-56000</u>	INSURANCE-WATER	25,854.00	25,854.00	2,617.17	23,236.84	2,617.16
<u>20-600-56200</u>	LEGAL-WATER	1,000.00	1,000.00	0.00	0.00	1,000.00
<u>20-600-56400</u>	PROFESSIONAL-WATER	60,000.00	71,400.00	13,687.91	40,184.29	31,215.71

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<u>20-600-56500</u>	SAFETY PROGRAM-WATER	200.00	200.00	118.76	118.76	81.24
<u>20-600-56900</u>	TRAVEL EXPENSE-WATER	1,000.00	1,000.00	0.00	0.00	1,000.00
<u>20-600-56950</u>	TRAINING & EDUCATION-WATER	2,000.00	2,000.00	0.00	125.00	1,875.00
<u>20-600-57400</u>	EQUIPMENT/SOFTWARE CONTRACTS-WAT	21,000.00	25,000.00	7,586.81	31,477.31	-6,477.31
<u>20-600-61000</u>	TELEPHONE WATER	2,400.00	2,400.00	32.17	1,691.38	708.62
<u>20-600-61050</u>	INTERNET-WATER	6,025.00	6,025.00	415.16	5,013.84	1,011.16
<u>20-600-62000</u>	UTILITIES ELECTRIC-WATER	120,600.00	120,600.00	15,417.23	99,799.62	20,800.38
<u>20-600-62100</u>	UTILITIES GAS-WATER	5,000.00	5,000.00	53.09	1,950.70	3,049.30
<u>20-600-62300</u>	UTILITIES OTHER-WATER	2,400.00	2,400.00	157.78	2,012.99	387.01
<u>20-600-70000</u>	VEHICLE EXPENSE FUEL-WATER	10,000.00	10,000.00	1,065.93	11,934.74	-1,934.74
<u>20-600-70100</u>	EQUIPMENT FUEL-WATER	4,500.00	4,500.00	27.35	316.09	4,183.91
<u>20-600-71000</u>	VEHICLE REPAIR & MAINT-WATER	4,000.00	4,000.00	407.17	8,184.44	-4,184.44
<u>20-600-71100</u>	EQUIPMENT REPAIR & MAINT-WATER	3,000.00	3,000.00	683.16	3,064.81	-64.81
<u>20-600-75000</u>	VEHICLE LEASE-WATER	37,860.00	37,860.00	3,519.91	35,104.62	2,755.38
<u>20-600-75100</u>	EQUIPMENT LEASE	15,894.00	15,894.00	1,059.73	11,657.03	4,236.97
<u>20-600-90000</u>	SALARIES-WATER	456,794.00	462,836.00	49,700.21	404,456.40	58,379.60
<u>20-600-90500</u>	SALARIES OVERTIME-WATER	4,000.00	4,000.00	659.43	9,946.24	-5,946.24
<u>20-600-91500</u>	PAYROLL TAXES-WATER	36,863.00	37,347.00	3,761.15	31,050.51	6,296.49
<u>20-600-92000</u>	RETIREMENT-WATER	40,366.00	43,649.00	3,667.61	33,748.70	9,900.30
<u>20-600-92100</u>	PENSION EXPENSE-WATER	40,000.00	40,000.00	0.00	0.00	40,000.00
<u>20-600-92500</u>	UNIFORMS-WATER	2,700.00	3,100.00	303.24	2,510.75	589.25
<u>20-600-93000</u>	GROUP INSURANCE-WATER	76,777.00	68,971.00	9,625.85	78,619.20	-9,648.20
<u>20-600-95100</u>	CAPITAL ASSET EXP-WATER	176,000.00	297,000.00	30,645.71	126,642.18	170,357.82
<u>20-600-95500</u>	CAPITAL ASSET EQUIPMENT-WATER	14,500.00	29,500.00	0.00	41,527.62	-12,027.62
<u>20-600-96000</u>	PRINCIPAL EXPENSE-WATER	87,500.00	87,500.00	0.00	87,500.00	0.00
<u>20-600-96200</u>	INTEREST EXPENSE-WATER	13,529.00	13,529.00	0.00	13,481.74	47.26
<u>20-600-96400</u>	FISCAL AGENT FEES-WATER	1,500.00	1,500.00	375.00	1,500.00	0.00
<u>20-600-97100</u>	BAD DEBT EXPENSE-WATER	3,000.00	3,000.00	0.00	0.00	3,000.00
<u>20-600-97300</u>	TRANSFER TO GCG-WATER	545,000.00	692,000.00	0.00	0.00	692,000.00
Department: 600 - Water Total:		2,100,409.00	2,402,212.00	194,780.84	1,389,489.92	1,012,722.08

Department: 700 - Sewer

<u>20-700-50000</u>	CHEMICALS	10,000.00	10,000.00	0.00	0.00	10,000.00
<u>20-700-50130</u>	SUPPLIES-SEWER	10,000.00	10,000.00	164.06	10,824.97	-824.97
<u>20-700-50300</u>	LABORATORY SUPPLIES-SEWER	0.00	0.00	0.00	523.49	-523.49
<u>20-700-50350</u>	PERMIT FEES-SEWER	3,000.00	3,000.00	0.00	0.00	3,000.00
<u>20-700-50500</u>	BUILDING MAINTENANCE-SEWER	5,000.00	5,000.00	0.00	52.25	4,947.75
<u>20-700-50550</u>	CUSTODIAL SUPPLIES-SEWER	300.00	300.00	0.00	61.39	238.61
<u>20-700-50600</u>	MISCELLANEOUS EXPENSE-SEWER	100.00	100.00	0.00	0.00	100.00
<u>20-700-50700</u>	OFFICE SUPPLIES-SEWER	2,500.00	2,500.00	21.99	3,368.94	-868.94
<u>20-700-50750</u>	POSTAGE-SEWER	13,000.00	13,000.00	1,036.36	11,633.37	1,366.63
<u>20-700-51000</u>	REPAIRS AND MAINTENANCE-SEWER	80,000.00	80,000.00	3,692.22	42,495.38	37,504.62
<u>20-700-52000</u>	SUPPLIES SMALL EQUIPMENT-SEWER	10,000.00	10,000.00	851.12	4,713.36	5,286.64
<u>20-700-55100</u>	HOOK UP EXPENSE-SEWER	100.00	100.00	0.00	0.00	100.00
<u>20-700-55200</u>	ADVERTISING-SEWER	300.00	300.00	98.77	749.85	-449.85
<u>20-700-55400</u>	AUDIT EXPENSE-SEWER	6,000.00	6,000.00	0.00	5,000.00	1,000.00
<u>20-700-55500</u>	BANK/CREDIT CARD FEES-SEWER	19,000.00	19,000.00	3,943.74	36,495.58	-17,495.58
<u>20-700-55600</u>	CONTRACT LABOR-SEWER	6,000.00	6,000.00	30.00	738.57	5,261.43
<u>20-700-55800</u>	DUES AND SUBSCRIPTIONS-SEWER	300.00	300.00	0.00	22.48	277.52
<u>20-700-55850</u>	EQUIPMENT RENTAL-SEWER	2,000.00	3,000.00	487.88	3,762.39	-762.39
<u>20-700-56000</u>	INSURANCE-SEWER	36,658.63	36,658.63	3,720.54	32,938.10	3,720.53
<u>20-700-56200</u>	LEGAL-SEWER	50,000.00	50,000.00	0.00	0.00	50,000.00
<u>20-700-56400</u>	PROFESSIONAL-SEWER	75,000.00	86,400.00	39,529.01	60,386.64	26,013.36
<u>20-700-56500</u>	SAFETY PROGRAM-SEWER	200.00	200.00	110.26	110.26	89.74
<u>20-700-56600</u>	CITIZEN TRASH EXPENSE-SEWER	0.00	23,000.00	0.00	22,481.15	518.85
<u>20-700-56900</u>	TRAVEL EXPENSE-SEWER	1,000.00	1,000.00	0.00	0.00	1,000.00
<u>20-700-56950</u>	TRAINING & EDUCATION-SEWER	2,000.00	2,000.00	0.00	0.00	2,000.00
<u>20-700-57200</u>	RECYCLE CENTER EXPENSE	5,000.00	5,000.00	561.83	2,811.01	2,188.99
<u>20-700-57400</u>	EQUIPMENT/SOFTWARE CONTRACTS-SEW	23,000.00	27,000.00	2,339.80	23,459.48	3,540.52
<u>20-700-58000</u>	SPRINGFIELD SEWER CHARGES-SEWER	648,000.00	648,000.00	0.00	565,448.01	82,551.99

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Remaining
<u>20-700-61000</u>	TELEPHONE-SEWER	3,000.00	3,000.00	32.29	1,691.86	1,308.14
<u>20-700-61050</u>	INTERNET-SEWER	5,900.00	5,900.00	415.16	5,013.84	886.16
<u>20-700-62000</u>	UTILITIES ELECTRIC-SEWER	90,000.00	90,000.00	9,208.26	70,113.60	19,886.40
<u>20-700-62100</u>	UTILITIES GAS-SEWER	1,600.00	1,600.00	53.09	560.99	1,039.01
<u>20-700-62300</u>	UTILITIES OTHER-SEWER	2,200.00	2,200.00	157.78	2,013.02	186.98
<u>20-700-70000</u>	VEHICLE EXPENSE FUEL-SEWER	12,000.00	12,000.00	1,065.93	11,934.74	65.26
<u>20-700-70100</u>	EQUIPMENT FUEL-SEWER	8,040.00	8,040.00	27.35	3,484.24	4,555.76
<u>20-700-71000</u>	VEHICLE REPAIR & MAINT-SEWER	4,500.00	4,500.00	407.20	8,138.94	-3,638.94
<u>20-700-71100</u>	EQUIPMENT REPAIR & MAINT-SEWER	1,500.00	1,500.00	334.78	4,664.85	-3,164.85
<u>20-700-75000</u>	VEHICLE LEASE-SEWER	37,860.00	37,860.00	3,519.93	35,104.62	2,755.38
<u>20-700-75100</u>	EQUIPMENT LEASE	12,717.00	12,717.00	1,059.74	11,657.14	1,059.86
<u>20-700-79000</u>	PROPERTY EASEMENT-SEWER	0.00	20,000.00	0.00	13,225.00	6,775.00
<u>20-700-90000</u>	SALARIES-SEWER	537,296.70	607,854.00	48,803.91	394,002.38	213,851.62
<u>20-700-90500</u>	SALARIES OVERTIME-SEWER	5,000.00	5,000.00	568.44	9,899.53	-4,899.53
<u>20-700-91500</u>	PAYROLL TAXES-SEWER	43,383.74	49,028.00	3,681.65	30,218.49	18,809.51
<u>20-700-92000</u>	RETIREMENT-SEWER	30,326.65	57,302.00	3,566.61	32,682.82	24,619.18
<u>20-700-92100</u>	PENSION EXPENSE-SEWER	40,000.00	40,000.00	0.00	0.00	40,000.00
<u>20-700-92500</u>	UNIFORMS-SEWER	2,700.00	3,100.00	303.23	2,510.77	589.23
<u>20-700-93000</u>	GROUP INSURANCE-SEWER	100,537.19	104,737.00	8,656.94	71,171.88	33,565.12
<u>20-700-95100</u>	CAPITAL ASSET EXP-SEWER	880,460.00	900,460.00	13,759.06	181,676.41	718,783.59
<u>20-700-95500</u>	CAPITAL ASSET EQUIPMENT-SEWER	14,500.00	26,500.00	29,266.08	210,143.77	-183,643.77
<u>20-700-96000</u>	PRINCIPAL EXPENSE-SEWER	202,500.00	202,500.00	0.00	198,933.52	3,566.48
<u>20-700-96200</u>	INTEREST EXPENSE-SEWER	120,355.00	120,355.00	0.00	123,775.86	-3,420.86
<u>20-700-96400</u>	FISCAL AGENT FEES-SEWER	2,250.00	2,250.00	375.00	1,500.00	750.00
<u>20-700-97100</u>	BAD DEBT EXPENSE-SEWER	3,000.00	3,000.00	0.00	0.00	3,000.00
	Department: 700 - Sewer Total:	3,170,084.91	3,369,261.63	181,850.01	2,252,194.94	1,117,066.69
	Expense Total:	5,270,493.91	5,771,473.63	376,630.85	3,641,684.86	2,129,788.77
	Fund: 20 - WATER AND SEWER FUND Surplus (Deficit):	57,096.09	511.37	-118,745.94	-325,027.63	

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	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Remaining	
Fund: 30 - PARKS FUND						
Revenue						
Department: 800 - Parks						
30-800-40000	ADVERTISING REVENUE (PARKS)	30,000.00	30,000.00	0.00	17,282.38	12,717.62
30-800-40400	CONCESSION INCOME	38,325.50	38,325.50	481.50	34,986.64	3,338.86
30-800-40500	DONATIONS	0.00	0.00	0.00	1,955.00	-1,955.00
30-800-40600	FACILITY INCOME	32,000.00	32,000.00	3,464.00	31,600.75	399.25
30-800-40650	FITNESS CENTER INCOME	49,000.00	49,000.00	4,466.67	55,041.04	-6,041.04
30-800-40800	MISCELLANEOUS INCOME-PKS	2,000.00	2,000.00	0.00	491.59	1,508.41
30-800-40900	PARK PERMIT FEES-PKS	10,000.00	25,000.00	0.00	34,250.00	-9,250.00
30-800-40950	SWIM POOL INCOME	110,000.00	110,000.00	0.00	121,609.60	-11,609.60
30-800-41300	FRANCHISE MOBILE PHONE TOWER	19,482.50	19,482.50	1,299.67	14,131.16	5,351.34
30-800-42000	GRANT REVENUES-PKS	750,000.00	750,000.00	102,800.00	765,523.00	-15,523.00
30-800-43000	INTEREST INCOME-PKS	3,300.00	7,000.00	102.95	3,673.21	3,326.79
30-800-45300	TAX REAL ESTATE-PKS	126,840.00	126,840.00	48.11	67,031.14	59,808.86
30-800-45400	TAX SALES & USE REVENUES-PKS	336,000.00	336,000.00	31,781.09	354,684.02	-18,684.02
30-800-45500	TAX SALES CAP IMP-PKS	320,000.00	320,000.00	26,341.89	280,679.18	39,320.82
30-800-46000	TRANSFER FROM GCG	1,638.25	243,905.00	0.00	276,500.00	-32,595.00
30-800-46500	TRANSFER IN PARKS	50,000.50	50,000.50	0.00	0.00	50,000.50
30-800-47000	ADULT PROGRAMS-PKS	6,630.00	6,630.00	-188.60	3,076.20	3,553.80
30-800-47100	YOUTH PROGRAMS-PKS	6,500.00	6,500.00	564.50	4,450.50	2,049.50
30-800-47200	YOUTH CAMP-PKS	70,000.00	70,000.00	1,340.00	73,125.50	-3,125.50
30-800-47300	YOUTH SPORTS-PKS	42,000.00	42,000.00	1,450.00	38,811.00	3,189.00
30-800-48000	FREEDOM FEST INCOME	11,000.00	11,000.00	0.00	15,090.00	-4,090.00
30-800-48100	SPECIAL EVENT INCOME	6,500.00	6,500.00	40.00	2,548.00	3,952.00
30-800-48200	SHIRT INCOME	100.00	100.00	0.00	0.00	100.00
30-800-49000	CAPITAL ASSET SALES-PKS	2,000.00	2,000.00	0.00	500.00	1,500.00
Department: 800 - Parks Total:		2,023,316.75	2,284,283.50	173,991.78	2,197,039.91	87,243.59
Revenue Total:		2,023,316.75	2,284,283.50	173,991.78	2,197,039.91	87,243.59
Expense						
Department: 800 - Parks						
30-800-50000	CHEMICALS-PKS	15,000.00	15,000.00	0.00	20,883.07	-5,883.07
30-800-50110	SUPPLIES - GROUNDS	2,000.00	3,500.00	0.00	3,859.97	-359.97
30-800-50130	SUPPLIES GENERAL-PKS	3,000.00	3,000.00	553.28	4,275.93	-1,275.93
30-800-50140	SUPPLIES-AQUATIC	7,000.00	7,000.00	0.00	2,469.79	4,530.21
30-800-50150	SUPPLIES-SPORTS SHIRTS (PARKS)	8,500.00	8,500.00	0.00	5,679.15	2,820.85
30-800-50170	SUPPLIES SPECIAL ACTIVITY-PKS	6,000.00	6,000.00	559.87	7,319.59	-1,319.59
30-800-50175	SUPPLIES YOUTH PROGRAM-PKS	500.00	500.00	50.25	699.10	-199.10
30-800-50177	SUPPLIES-YOUTH CAMP	4,000.00	4,000.00	0.00	4,657.16	-657.16
30-800-50180	SUPPLIES SPORTS-PKS	9,000.00	9,000.00	790.79	6,708.45	2,291.55
30-800-50190	TREE CITY USA-PKS	12,800.00	14,600.00	0.00	16,171.04	-1,571.04
30-800-50200	CONCESSIONS-PKS	25,000.00	25,000.00	545.21	20,132.29	4,867.71
30-800-50210	TURF MAINTENANCE-PKS	2,500.00	2,500.00	0.00	2,273.04	226.96
30-800-50400	FITNESS CENTER EXPENSE	3,150.00	3,150.00	0.00	2,722.40	427.60
30-800-50450	FREEDOM FEST EXPENSE	22,221.00	22,221.00	220.59	23,029.48	-808.48
30-800-50500	BUILDING MAINTENANCE-PKS	10,050.00	20,050.00	5.65	26,224.22	-6,174.22
30-800-50550	CUSTODIAL SUPPLIES-PKS	5,025.00	5,025.00	352.38	4,491.63	533.37
30-800-50600	MISCELLANEOUS EXPENSE-PKS	100.00	100.00	0.00	0.00	100.00
30-800-50700	OFFICE SUPPLIES-PKS	1,400.00	1,400.00	24.96	1,763.59	-363.59
30-800-50750	POSTAGE-PKS	100.00	100.00	0.00	12.00	88.00
30-800-51000	REPAIRS AND MAINTENANCE-PKS	5,000.00	7,000.00	0.00	7,305.96	-305.96
30-800-52000	SUPPLIES SMALL EQUIPMENT-PKS	5,000.00	7,000.00	131.54	6,339.25	660.75
30-800-55200	ADVERTISING-PKS	6,000.00	6,000.00	246.91	5,103.27	896.73
30-800-55400	AUDIT EXPENSE-PKS	1,000.00	1,000.00	0.00	1,000.00	0.00
30-800-55500	BANK/CREDIT CARD FEES-PKS	500.00	500.00	13.62	224.53	275.47
30-800-55600	CONTRACT LABOR-PKS	503.00	3,898.00	0.00	1,610.00	2,288.00
30-800-55800	DUES AND SUBSCRIPTIONS-PKS	3,819.00	3,819.00	0.00	3,932.92	-113.92
30-800-55850	EQUIPMENT RENTAL-PKS	3,015.00	10,000.00	1,146.66	7,969.95	2,030.05
30-800-56000	INSURANCE-PKS	38,421.00	47,000.00	5,382.37	41,617.60	5,382.40

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Remaining
30-800-56200	LEGAL-PKS	1,010.00	1,010.00	0.00	0.00	1,010.00
30-800-56400	PROFESSIONAL-PKS	5,050.00	5,050.00	212.00	4,667.77	382.23
30-800-56450	CONTRACT SERVICES/SECURITY-PKS	1,005.00	1,005.00	0.00	495.00	510.00
30-800-56500	SAFETY PROGRAM-PKS	2,010.00	2,964.00	0.00	3,524.99	-560.99
30-800-56900	TRAVEL EXPENSE-PKS	2,010.00	3,600.00	0.00	3,526.92	73.08
30-800-56950	TRAINING & EDUCATION-PKS	3,518.00	3,518.00	30.00	3,618.00	-100.00
30-800-57400	EQUIPMENT/SOFTWARE CONTRACTS-PKS	12,500.00	16,000.00	206.45	16,709.92	-709.92
30-800-61000	TELEPHONE-PKS	2,695.00	2,695.00	285.81	2,321.21	373.79
30-800-61050	INTERNET-PARKS	5,930.00	5,930.00	431.46	5,202.75	727.25
30-800-62000	UTILITIES ELECTRIC-PKS	61,305.00	61,305.00	6,904.46	37,358.25	23,946.75
30-800-62100	UTILITIES GAS PKS	6,231.00	6,231.00	208.39	5,916.22	314.78
30-800-62300	UTILITIES OTHER-PKS	5,025.00	5,025.00	570.51	6,810.85	-1,785.85
30-800-70000	VEHICLE EXPENSE FUEL-PKS	8,543.00	8,543.00	624.88	7,157.21	1,385.79
30-800-70100	EQUIPMENT FUEL-PKS	8,040.00	8,040.00	1,203.33	10,143.49	-2,103.49
30-800-71000	VEHICLE REPAIR & MAINT-PKS	1,508.00	1,508.00	110.09	6,432.25	-4,924.25
30-800-71100	EQUIPMENT REPAIR & MAINT-PKS	10,050.00	10,050.00	156.92	14,817.27	-4,767.27
30-800-75000	VEHICLE LEASE-PKS	20,198.00	23,320.00	2,297.37	19,226.22	4,093.78
30-800-90000	SALARIES-PKS	283,738.00	292,038.00	43,265.90	348,559.32	-56,521.32
30-800-90500	SALARIES OVERTIME-PKS	3,500.00	3,500.00	481.93	5,325.10	-1,825.10
30-800-91000	SALARIES SEASONAL-PKS	335,000.00	335,000.00	16,348.41	312,323.22	22,676.78
30-800-91500	PAYROLL TAXES-PKS	49,779.00	50,443.00	4,561.20	50,724.33	-281.33
30-800-92000	RETIREMENT-PKS	22,684.00	27,633.00	2,972.09	24,887.32	2,745.68
30-800-92500	UNIFORMS-PKS	500.00	500.00	0.00	6,023.48	-5,523.48
30-800-93000	GROUP INSURANCE-PKS	57,210.00	57,089.00	5,648.79	46,971.05	10,117.95
30-800-95100	CAPITAL ASSET EXP-PKS	125,000.00	237,650.00	0.00	189,310.78	48,339.22
30-800-95500	CAPITAL ASSET EQUIPMENT-PKS	477,200.00	566,300.00	3,972.25	567,865.56	-1,565.56
30-800-96000	PRINCIPAL EXPENSE-PKS	235,000.00	235,000.00	0.00	235,000.00	0.00
30-800-96200	INTEREST EXPENSE-PKS	74,882.00	74,882.00	0.00	74,694.49	187.51
30-800-96400	FISCAL AGENT FEES	1,500.00	1,500.00	0.00	750.00	750.00
	Department: 800 - Parks Total:	2,023,225.00	2,284,192.00	100,516.32	2,238,838.35	45,353.65
	Expense Total:	2,023,225.00	2,284,192.00	100,516.32	2,238,838.35	45,353.65
	Fund: 30 - PARKS FUND Surplus (Deficit):	91.75	91.50	73,475.46	-41,798.44	
	Total Surplus (Deficit):	413,341.84	602.87	-337,555.46	-367,997.31	

Income Statement

For Fiscal: 2024 Period Ending: 11/30/24 Item # 4.
Group Summary

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 10 - GENERAL FUND					
Revenue					
100 - General Government	2,153,140.00	2,303,819.00	191,836.26	2,085,830.11	217,988.89
200 - Law	181,100.00	199,100.00	7,714.49	140,708.09	58,391.91
250 - Court	120,600.00	65,600.00	10,676.81	69,586.47	-3,986.47
300 - Streets	726,419.00	726,419.00	80,702.15	421,048.73	305,370.27
400 - Planning & Development	25,000.00	25,000.00	635.00	31,486.06	-6,486.06
500 - Emergency Management	8,458.00	8,458.00	0.00	0.00	8,458.00
Revenue Total:	3,214,717.00	3,328,396.00	291,564.71	2,748,659.46	579,736.54
Expense					
100 - General Government	430,704.00	862,153.00	23,909.54	670,642.86	191,510.14
200 - Law	1,172,249.00	1,161,693.00	111,989.80	936,548.93	225,144.07
250 - Court	126,867.00	128,105.00	12,560.70	113,920.91	14,184.09
300 - Streets	863,563.00	865,489.00	407,312.51	787,160.75	78,328.25
400 - Planning & Development	232,380.00	275,488.00	23,743.14	214,209.95	61,278.05
450 - Economic Development	13,000.00	15,668.00	0.00	12,661.35	3,006.65
500 - Emergency Management	19,800.00	19,800.00	4,334.00	14,685.95	5,114.05
Expense Total:	2,858,563.00	3,328,396.00	583,849.69	2,749,830.70	578,565.30
Fund: 10 - GENERAL FUND Surplus (Deficit):	356,154.00	0.00	-292,284.98	-1,171.24	1,171.24

Income Statement

For Fiscal: 2024 Period Ending: 11/30/24 Item # 4.

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Remaining
Fund: 20 - WATER AND SEWER FUND					
Revenue					
600 - Water	2,100,922.00	2,402,724.00	104,916.56	1,264,674.84	1,138,049.16
700 - Sewer	3,226,668.00	3,369,261.00	152,968.35	2,051,982.39	1,317,278.61
Revenue Total:	5,327,590.00	5,771,985.00	257,884.91	3,316,657.23	2,455,327.77
Expense					
600 - Water	2,100,409.00	2,402,212.00	194,780.84	1,389,489.92	1,012,722.08
700 - Sewer	3,170,084.91	3,369,261.63	181,850.01	2,252,194.94	1,117,066.69
Expense Total:	5,270,493.91	5,771,473.63	376,630.85	3,641,684.86	2,129,788.77
Fund: 20 - WATER AND SEWER FUND Surplus (Deficit):	57,096.09	511.37	-118,745.94	-325,027.63	325,539.00

Income Statement

For Fiscal: 2024 Period Ending: 11/30/24

Item # 4.

Department	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Remaining
Fund: 30 - PARKS FUND					
Revenue					
800 - Parks	2,023,316.75	2,284,283.50	173,991.78	2,197,039.91	87,243.59
Revenue Total:	2,023,316.75	2,284,283.50	173,991.78	2,197,039.91	87,243.59
Expense					
800 - Parks	2,023,225.00	2,284,192.00	100,516.32	2,238,838.35	45,353.65
Expense Total:	2,023,225.00	2,284,192.00	100,516.32	2,238,838.35	45,353.65
Fund: 30 - PARKS FUND Surplus (Deficit):	91.75	91.50	73,475.46	-41,798.44	41,889.94
Total Surplus (Deficit):	413,341.84	602.87	-337,555.46	-367,997.31	

Income Statement

For Fiscal: 2024 Period Ending: 11/30/2024

Item # 4.

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10 - GENERAL FUND	356,154.00	0.00	-292,284.98	-1,171.24	1,171.24
20 - WATER AND SEWER FUN	57,096.09	511.37	-118,745.94	-325,027.63	325,539.00
30 - PARKS FUND	91.75	91.50	73,475.46	-41,798.44	41,889.94
Total Surplus (Deficit):	413,341.84	602.87	-337,555.46	-367,997.31	

**CITY OF WILLARD
BOARD OF ALDERMEN**



Item # 4.

**AGENDA ITEM #3d
FINANCE DEPARTMENT**

ACTION REQUIRED: APPROVAL REQUESTED

- **November 2024/December 2024 Outstanding Invoices**
- **November 2024/December 2024 Check Paid Invoices and Draft Paid Invoices**



City of Willard, MO

Expense Approval Report

Item # 4.

By Vendor Name

Post Dates 12/10/2024 - 12/18/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: ACS100 - AMAZON CAPITAL SERVICES INC					
AMAZON CAPITAL SERVICES I	7461	12/18/2024	2025 PLANNER, WALL CALENDAR - GEN	10-100-50700	35.48
AMAZON CAPITAL SERVICES I	9053	12/18/2024	BUSINESS LICENSE CERTIFICATES - GEN	10-100-50700	147.50
AMAZON CAPITAL SERVICES I	KRX	12/18/2024	CRAFT FOR CHRISTMAS - PKS	30-800-50170	16.98
Vendor ACS100 - AMAZON CAPITAL SERVICES INC Total:					199.96
Vendor: APAC100 - APAC CENTRAL, INC					
APAC CENTRAL, INC	769	12/18/2024	ASPHALT COMM SURFACE- MILLER WTR LINE - W	20-600-51000	345.84
Vendor APAC100 - APAC CENTRAL, INC Total:					345.84
Vendor: APM100 - APPLE MARKET					
APPLE MARKET	12/5	12/18/2024	MARSHMALLOWS - PKS	30-800-50200	5.56
Vendor APM100 - APPLE MARKET Total:					5.56
Vendor: BWI200 - BULK WASTE LLC d/b/a BWI SANITATION					
BULK WASTE LLC d/b/a BWI S	669	12/18/2024	RESTROOM RENTAL FOR PARK - PKS	30-800-55850	457.80
Vendor BWI200 - BULK WASTE LLC d/b/a BWI SANITATION Total:					457.80
Vendor: BUS180 - BUS ANDREWS TRUCK EQUIPMENT INC					
BUS ANDREWS TRUCK EQUIP	72	12/18/2024	HARNES REPAIR KIT & REPLMNT KIT-SALT TRK - STS	10-300-50130	236.14
Vendor BUS180 - BUS ANDREWS TRUCK EQUIPMENT INC Total:					236.14
Vendor: CFS100 - CANON FINANCIAL SERVICES, INC					
CANON FINANCIAL SERVICES,	795	12/18/2024	COPIER LEASE-ALL	10-100-55850	75.02
CANON FINANCIAL SERVICES,	795	12/18/2024	COPIER LEASE-ALL	10-200-55850	131.03
CANON FINANCIAL SERVICES,	795	12/18/2024	COPIER LEASE-ALL	10-250-55850	8.34
CANON FINANCIAL SERVICES,	795	12/18/2024	COPIER LEASE-ALL	10-400-55850	39.31
CANON FINANCIAL SERVICES,	795	12/18/2024	COPIER LEASE-ALL	20-600-55850	38.10
CANON FINANCIAL SERVICES,	795	12/18/2024	COPIER LEASE-ALL	20-700-55850	38.10
CANON FINANCIAL SERVICES,	795	12/18/2024	COPIER LEASE-ALL	30-800-55850	61.67
Vendor CFS100 - CANON FINANCIAL SERVICES, INC Total:					391.57
Vendor: CLH100 - CLAYTON HOLDINGS LLC					
CLAYTON HOLDINGS LLC	904	12/18/2024	LEASE ON EQUIPMENT - STS/W/S	10-300-75100	529.87
CLAYTON HOLDINGS LLC	904	12/18/2024	LEASE ON EQUIPMENT - STS/W/S	20-600-75100	1,059.73
CLAYTON HOLDINGS LLC	904	12/18/2024	LEASE ON EQUIPMENT - STS/W/S	20-700-75100	1,059.74
Vendor CLH100 - CLAYTON HOLDINGS LLC Total:					2,649.34
Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES					
COMMERCE CREDIT CARD SE	12-10	12/18/2024	DG SOAP, BOWL CLNR, SCISSORS-OFFC SPLY-STW/S	10-300-50700	14.08
COMMERCE CREDIT CARD SE	12-10	12/18/2024	DG SOAP, BOWL CLNR, SCISSORS-OFFC SPLY-STW/S	20-600-50700	28.16
COMMERCE CREDIT CARD SE	12-10	12/18/2024	DG SOAP, BOWL CLNR, SCISSORS-OFFC SPLY-STW/S	20-700-50700	28.16
COMMERCE CREDIT CARD SE	12-4	12/18/2024	AT&T INTERNET SERVICE-W/S	20-600-61050	32.10
COMMERCE CREDIT CARD SE	12-4	12/18/2024	AT&T INTERNET SERVICE-W/S	20-700-61050	32.10
COMMERCE CREDIT CARD SE	12-5	12/18/2024	POST OFFICE POSTAGE - PKS	30-800-50750	11.18
COMMERCE CREDIT CARD SE	12-5 DT	12/18/2024	DOLLAR TREE DECOR FOR CHRISTMAS EVENT - PKS	30-800-50170	20.50
COMMERCE CREDIT CARD SE	12-5 LOWES	12/18/2024	LOWES READY MIX - NEW OFFC - STS/W/S	10-300-95100	20.31

Expense Approval Report 3

Post Dates: 12/10/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Item # 4.	Amount
COMMERCE CREDIT CARD SE	12-5 LOWES	12/18/2024	LOWES READY MIX - NEW OFFC - STS/W/S	20-600-95100		40.61
COMMERCE CREDIT CARD SE	12-5 LOWES	12/18/2024	LOWES READY MIX - NEW OFFC - STS/W/S	20-700-95100		40.61
COMMERCE CREDIT CARD SE	12-6	12/18/2024	POSTMASTER STAMPS - ALL	10-100-50750		262.54
COMMERCE CREDIT CARD SE	12-6	12/18/2024	POSTMASTER STAMPS - ALL	10-200-50750		0.79
COMMERCE CREDIT CARD SE	12-6	12/18/2024	POSTMASTER STAMPS - ALL	10-250-50750		6.37
COMMERCE CREDIT CARD SE	12-6	12/18/2024	POSTMASTER STAMPS - ALL	20-600-50750		11.15
COMMERCE CREDIT CARD SE	12-6	12/18/2024	POSTMASTER STAMPS - ALL	20-700-50750		11.15
COMMERCE CREDIT CARD SE	554	12/18/2024	BJ'S TROPHY AWARDS BANQUET - LAW	10-200-50130		344.80
COMMERCE CREDIT CARD SE	599-0	12/18/2024	ADMIRAL EXPRESS COPY PAPER - GEN/W/S	10-100-50700		40.23
COMMERCE CREDIT CARD SE	599-0	12/18/2024	ADMIRAL EXPRESS COPY PAPER - GEN/W/S	20-600-50700		60.35
COMMERCE CREDIT CARD SE	599-0	12/18/2024	ADMIRAL EXPRESS COPY PAPER - GEN/W/S	20-700-50700		60.34
COMMERCE CREDIT CARD SE	658	12/18/2024	SAM'S TRASH BAGS, P	10-100-50130		4.49
COMMERCE CREDIT CARD SE	658	12/18/2024	TOWELS COFFEE - GEN/CT/P& SAM'S TRASH BAGS, P	10-100-50550		14.83
COMMERCE CREDIT CARD SE	658	12/18/2024	TOWELS COFFEE - GEN/CT/P& SAM'S TRASH BAGS, P	10-250-50550		7.41
COMMERCE CREDIT CARD SE	658	12/18/2024	TOWELS COFFEE - GEN/CT/P& SAM'S TRASH BAGS, P	10-300-50550		7.42
COMMERCE CREDIT CARD SE	658	12/18/2024	TOWELS COFFEE - GEN/CT/P& SAM'S TRASH BAGS, P	20-600-50130		2.75
COMMERCE CREDIT CARD SE	658	12/18/2024	TOWELS COFFEE - GEN/CT/P& SAM'S TRASH BAGS, P	20-600-50550		9.89
COMMERCE CREDIT CARD SE	658	12/18/2024	TOWELS COFFEE - GEN/CT/P& SAM'S TRASH BAGS, P	20-700-50130		2.74
COMMERCE CREDIT CARD SE	658	12/18/2024	TOWELS COFFEE - GEN/CT/P& SAM'S TRASH BAGS, P	20-700-50550		9.89
COMMERCE CREDIT CARD SE	78934	12/18/2024	LOWES SKIM SPATULA DRYWALL WRK NW OFFC-STS/W/S	10-300-95100		10.99
COMMERCE CREDIT CARD SE	78934	12/18/2024	LOWES SKIM SPATULA DRYWALL WRK NW OFFC-STS/W/S	20-600-95100		21.97
COMMERCE CREDIT CARD SE	78934	12/18/2024	LOWES SKIM SPATULA DRYWALL WRK NW OFFC-STS/W/S	20-700-95100		21.97
COMMERCE CREDIT CARD SE	81329	12/18/2024	LOWES NEW MELVILLE / AB SIDEWALK REPAIR - STS	10-300-51000		58.18
COMMERCE CREDIT CARD SE	842	12/18/2024	INDEED ADV FOR CITY CLERK/FINANCE OFFICER - GEN	10-100-55200		501.38
COMMERCE CREDIT CARD SE	878	12/18/2024	STAMPS.COM MONTHLY FEE- GEN	10-100-50750		12.79
Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total:						1,752.23
Vendor: TDE100 - DAILY EVENTS, THE						
DAILY EVENTS, THE	599	12/18/2024	ADV NOTICE OF MEETING WATERWORKS SYS - W/S	20-600-55200		37.50
DAILY EVENTS, THE	599	12/18/2024	ADV NOTICE OF MEETING WATERWORKS SYS - W/S	20-700-55200		37.50
Vendor TDE100 - DAILY EVENTS, THE Total:						75.00
Vendor: FED100 - FEDERAL PROTECTION INC						
FEDERAL PROTECTION INC	636	12/18/2024	QTR SECURITY MONITOR REC CTR-PKS	30-800-56450		165.00
Vendor FED100 - FEDERAL PROTECTION INC Total:						165.00

Expense Approval Report 3

Post Dates: 12/10/2024

Item # 4

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: GRE615 - GREENE COUNTY SHERIFF'S DEPT					
GREENE COUNTY SHERIFF'S D	12-3-2024	12/18/2024	CISCO DUO SUPSCRIPTION, NETMOTION - LAW	10-200-57400	1,066.15
Vendor GRE615 - GREENE COUNTY SHERIFF'S DEPT Total:					1,066.15
Vendor: IWO100 - IWorQ Systems Inc					
IWorQ Systems Inc	SETTLE	12/18/2024	SETTLEMENT ON CONTRACT - P&D	10-400-57400	4,500.00
Vendor IWO100 - IWorQ Systems Inc Total:					4,500.00
Vendor: MPI150 - MELTON PROPANE, INC.					
MELTON PROPANE, INC.	125	12/18/2024	PROPANE POLICE STATION - LAW	10-200-62100	586.52
Vendor MPI150 - MELTON PROPANE, INC. Total:					586.52
Vendor: MRT100 - MERIT ELECTRICAL LLC					
MERIT ELECTRICAL LLC	167	12/18/2024	SEWER REPAIRS & MAINT AT LAGOONS - S	20-700-51000	3,670.00
MERIT ELECTRICAL LLC	168	12/18/2024	GRND BAR & WIRING FOR ATT INSTALL NW OFC- STS/W/	10-300-95100	90.00
MERIT ELECTRICAL LLC	168	12/18/2024	GRND BAR & WIRING FOR ATT INSTALL NW OFC- STS/W/	20-600-95100	180.00
MERIT ELECTRICAL LLC	168	12/18/2024	GRND BAR & WIRING FOR ATT INSTALL NW OFC- STS/W/	20-700-95100	180.00
MERIT ELECTRICAL LLC	169	12/18/2024	MEADOWS WTR TOWER SERVICE CALL - W	20-600-51000	150.00
Vendor MRT100 - MERIT ELECTRICAL LLC Total:					4,270.00
Vendor: MIS380 - MISSOURI MUNICIPAL LEAGUE					
MISSOURI MUNICIPAL LEAGU	RENEW	12/18/2024	MEMBERSHIP RENEWAL 2025 - GEN	10-100-55800	1,249.72
Vendor MIS380 - MISSOURI MUNICIPAL LEAGUE Total:					1,249.72
Vendor: MIS440 - MISSOURI RURAL WATER ASSOC					
MISSOURI RURAL WATER ASS	2025	12/18/2024	MEMBERSHIP DUES 2025 - W	20-600-55800	1,425.00
Vendor MIS440 - MISSOURI RURAL WATER ASSOC Total:					1,425.00
Vendor: MMET100 - MMET INC					
MMET INC	622	12/18/2024	WTR TESTING AFTER MARK ST REPAIRS- W	20-600-50200	28.00
MMET INC	672	12/18/2024	WTR TESTING FEES AFTER MARK ST REPAIRS - W	20-600-50200	28.00
Vendor MMET100 - MMET INC Total:					56.00
Vendor: NFC - NATIONAL FASTENER CORP					
NATIONAL FASTENER CORP	262	12/18/2024	HEX WASHERS - SHOP INVENTORY - STS / W / S	10-300-50130	6.03
NATIONAL FASTENER CORP	262	12/18/2024	HEX WASHERS - SHOP INVENTORY - STS / W / S	20-600-50130	12.05
NATIONAL FASTENER CORP	262	12/18/2024	HEX WASHERS - SHOP INVENTORY - STS / W / S	20-700-50130	12.05
Vendor NFC - NATIONAL FASTENER CORP Total:					30.13
Vendor: ORE145 - O'REILLY AUTOMOTIVE, INC					
O'REILLY AUTOMOTIVE, INC	1096	12/18/2024	FUEL HOSE, CLMPS, NYLON UNION-WHISPERNG OAKS LS	20-700-51000	36.41
O'REILLY AUTOMOTIVE, INC	586	12/18/2024	MINI BULBS - # 116 PW WRK TRK - STS / W / S	10-300-71000	1.53
O'REILLY AUTOMOTIVE, INC	586	12/18/2024	MINI BULBS - # 116 PW WRK TRK - STS / W / S	20-600-71000	3.05
O'REILLY AUTOMOTIVE, INC	586	12/18/2024	MINI BULBS - # 116 PW WRK TRK - STS / W / S	20-700-71000	3.06
O'REILLY AUTOMOTIVE, INC	700	12/18/2024	STR/CRP TOOL - SALT TRUCK SPLYS - STS	10-300-50130	14.99
Vendor ORE145 - O'REILLY AUTOMOTIVE, INC Total:					59.04
Vendor: SCH175 - SCHULTE SUPPLY, INC.					
SCHULTE SUPPLY, INC.	442.002	12/18/2024	3/4" CTSPJ COUPLING - INVENTORY SHOP - W / S	20-600-50130	152.91

Expense Approval Report 3

Post Dates: 12/10/2024

Item # 4

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	
SCHULTE SUPPLY, INC.	442.002	12/18/2024	3/4" CTSPJ COUPLING - INVENTORY SHOP - W /S	20-700-50130	152.92
SCHULTE SUPPLY, INC.	442.003	12/18/2024	EXT RANGE COUPLING- INVENTORY - W / S	20-600-50130	358.29
SCHULTE SUPPLY, INC.	442.003	12/18/2024	EXT RANGE COUPLING- INVENTORY - W / S	20-700-50130	358.29
Vendor SCH175 - SCHULTE SUPPLY, INC. Total:					1,022.41
Vendor: SHP550 - SHANNON SHIPLEY					
SHANNON SHIPLEY	10394	12/18/2024	REIM CLEAN UNIFORM-LAW	10-200-92500	17.00
SHANNON SHIPLEY	7514	12/18/2024	REIM CLEAN UNIFORM-LAW	10-200-92500	27.00
SHANNON SHIPLEY	9152	12/18/2024	REIM CLEAN UNIFORM-LAW	10-200-92500	22.00
SHANNON SHIPLEY	NOV	12/18/2024	REIM PHONE - LAW	10-200-61000	50.00
Vendor SHP550 - SHANNON SHIPLEY Total:					116.00
Vendor: MIS315 - SPIRE					
SPIRE	12-9 COMM	12/18/2024	UTIL EXP GAS COMM BLDG- PKS	30-800-62100	217.91
SPIRE	12-9 HALL	12/18/2024	UTIL EXP GAS CITY HALL-GEN	10-100-62100	158.98
SPIRE	12-9 REC	12/18/2024	UTIL EXP GAS REC CNTR-PKS	30-800-62100	517.07
SPIRE	12-9 SWR	12/18/2024	UTIL EXP GAS-S	20-700-62100	54.72
SPIRE	WTR	12/18/2024	UTIL EXP GAS-W	20-600-62100	252.34
Vendor MIS315 - SPIRE Total:					1,201.02
Vendor: SQB100 - SQUIBB MEDIA, LLC					
SQUIBB MEDIA, LLC	1188	12/18/2024	ELECTION NOTICE APR 8, 2025 - GEN	10-100-55200	115.68
Vendor SQB100 - SQUIBB MEDIA, LLC Total:					115.68
Vendor: STA160 - STAR MECHANICAL SUPPLY INC					
STAR MECHANICAL SUPPLY IN	778	12/18/2024	REDUCER, PEX BRASS- INVENTORY SHOP - STS / W /	10-300-50130	13.07
STAR MECHANICAL SUPPLY IN	778	12/18/2024	REDUCER, PEX BRASS- INVENTORY SHOP - STS / W /	20-600-50130	26.14
STAR MECHANICAL SUPPLY IN	778	12/18/2024	REDUCER, PEX BRASS- INVENTORY SHOP - STS / W /	20-700-50130	26.14
Vendor STA160 - STAR MECHANICAL SUPPLY INC Total:					65.35
Vendor: COC200 - SW MISSOURI ENGINEERING LLC					
SW MISSOURI ENGINEERING	2699	12/18/2024	WTR STDY UPDT & DNR 5 YR SPRVSD PRGRM-W	20-600-56400	1,250.00
Vendor COC200 - SW MISSOURI ENGINEERING LLC Total:					1,250.00
Vendor: TRH100 - TREVOR HOFFMAN					
TREVOR HOFFMAN	NOV	12/18/2024	REIM CELL PHONE NOV - STS/W/S	10-300-61000	10.00
TREVOR HOFFMAN	NOV	12/18/2024	REIM CELL PHONE NOV - STS/W/S	20-600-61000	20.00
TREVOR HOFFMAN	NOV	12/18/2024	REIM CELL PHONE NOV - STS/W/S	20-700-61000	20.00
Vendor TRH100 - TREVOR HOFFMAN Total:					50.00
Vendor: UMB100 - UMB BANK					
UMB BANK	12-9-24	12/18/2024	SERIES 2014 COP PRIN & INT - W/S	20-600-96000	90,000.00
UMB BANK	12-9-24	12/18/2024	SERIES 2014 COP PRIN & INT - W/S	20-600-96200	6,050.50
UMB BANK	12-9-24	12/18/2024	SERIES 2014 COP PRIN & INT - W/S	20-700-96000	90,000.00
UMB BANK	12-9-24	12/18/2024	SERIES 2014 COP PRIN & INT - W/S	20-700-96200	6,050.49
UMB BANK	996499	12/18/2024	SERIES 2015 FISCAL AGENT FEES - PKS	30-800-96400	750.00
Vendor UMB100 - UMB BANK Total:					192,850.99
Vendor: VDS100 - VDS VISION LLC					
VDS VISION LLC	NOV	12/18/2024	IT SERVICES-ALL	10-100-56400	288.00
VDS VISION LLC	NOV	12/18/2024	IT SERVICES-ALL	10-200-56400	144.00

Expense Approval Report 3

Post Dates: 12/10/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Item # 4.	Amount
VDS VISION LLC	NOV	12/18/2024	IT SERVICES-ALL	10-250-56400		36.00
VDS VISION LLC	NOV	12/18/2024	IT SERVICES-ALL	10-300-56400		36.00
VDS VISION LLC	NOV	12/18/2024	IT SERVICES-ALL	10-400-56400		72.00
VDS VISION LLC	NOV	12/18/2024	IT SERVICES-ALL	20-600-56400		288.00
VDS VISION LLC	NOV	12/18/2024	IT SERVICES-ALL	20-700-56400		288.00
VDS VISION LLC	NOV	12/18/2024	IT SERVICES-ALL	30-800-56400		288.00
Vendor VDS100 - VDS VISION LLC Total:						1,440.00
Vendor: AMK100 - VESTIS						
VESTIS	3128	12/18/2024	PW DEPT UNIFORM SERVICE - STS / W / S	10-300-92500		16.91
VESTIS	3128	12/18/2024	PW DEPT UNIFORM SERVICE - STS / W / S	20-600-92500		33.81
VESTIS	3128	12/18/2024	PW DEPT UNIFORM SERVICE - STS / W / S	20-700-92500		33.82
VESTIS	7184	12/18/2024	PW DEPT UNIFORM SERVICE - STS / W / S	10-300-92500		16.79
VESTIS	7184	12/18/2024	PW DEPT UNIFORM SERVICE - STS / W / S	20-600-92500		33.59
VESTIS	7184	12/18/2024	PW DEPT UNIFORM SERVICE - STS / W / S	20-700-92500		33.59
Vendor AMK100 - VESTIS Total:						168.51
Vendor: WAL110 - WALMART CAPITAL ONE						
WALMART CAPITAL ONE	12-4	12/18/2024	SAMS HOT COCOA, SKITTLES, CUPS - PKS	30-800-50200		287.92
Vendor WAL110 - WALMART CAPITAL ONE Total:						287.92
Vendor: WTV100 - WILLARD HOME CENTER LLC						
WILLARD HOME CENTER LLC	B276858	12/13/2024	1X10 10' WP PREMIUM-NEW MELVILLE /AB SIDEWLK - STS	10-300-51000		45.07
WILLARD HOME CENTER LLC	B276876	12/13/2024	1X10 12' WP PREMIUM-NEW MELVILLE/AB SIDEWLK - STS	10-300-51000		54.10
WILLARD HOME CENTER LLC	11-1	12/18/2024	SPLYS - GEN	10-100-50130		10.09
WILLARD HOME CENTER LLC	4952	12/18/2024	ADAPTER, HEX BSHNG, DRN TEE-NEW OFFC-STS/W/S	10-300-95100		10.64
WILLARD HOME CENTER LLC	4952	12/18/2024	ADAPTER, HEX BSHNG, DRN TEE-NEW OFFC-STS/W/S	20-600-95100		21.29
WILLARD HOME CENTER LLC	4952	12/18/2024	ADAPTER, HEX BSHNG, DRN TEE-NEW OFFC-STS/W/S	20-700-95100		21.29
WILLARD HOME CENTER LLC	7360	12/18/2024	CONC STKS - NEW MELVILLE/AB SIDEWLK REPAIR - STS	10-300-51000		156.54
WILLARD HOME CENTER LLC	7458	12/18/2024	RATCHET TIE DOWN FOR SALT TRK - STS	10-300-50130		75.56
WILLARD HOME CENTER LLC	7906	12/18/2024	BLU PEX COIL- REPAIRS TO MEADOWS TOWER - W	20-600-51000		29.24
Vendor WTV100 - WILLARD HOME CENTER LLC Total:						423.82
Grand Total:						218,512.70

Fund Summary

Fund	Expense Amount
10 - GENERAL FUND	11,399.67
20 - WATER AND SEWER FUND	204,313.44
30 - PARKS FUND	2,799.59
Grand Total:	218,512.70

Account Summary

Account Number	Account Name	Expense Amount
10-100-50130	SUPPLIES-GCG	14.58
10-100-50550	CUSTODIAL SUPPLIES-GC	14.83
10-100-50700	OFFICE SUPPLIES-GCG	223.21
10-100-50750	POSTAGE-GCG	275.33
10-100-55200	ADVERTISING-GCG	617.06
10-100-55800	DUES AND SUBSCRIPTIO	1,249.72
10-100-55850	EQUIPMENT RENTAL-GE	75.02
10-100-56400	PROFESSIONAL-GCG	288.00
10-100-62100	UTILITIES GAS-GCG	158.98
10-200-50130	SUPPLIES-LAW	344.80
10-200-50750	POSTAGE-LAW	0.79
10-200-55850	EQUIPMENT RENTAL-LA	131.03
10-200-56400	PROFESSIONAL-LAW	144.00
10-200-57400	EQUIPMENT/SOFTWARE	1,066.15
10-200-61000	TELEPHONE-LAW	50.00
10-200-62100	UTILITIES GAS-LAW	586.52
10-200-92500	UNIFORMS-LAW	66.00
10-250-50550	CUSTODIAL SUPPLIES	7.41
10-250-50750	POSTAGE-COURT	6.37
10-250-55850	EQUIPMENT RENTAL-CO	8.34
10-250-56400	PROFESSIONAL-COURT	36.00
10-300-50130	SUPPLIES-STREETS	345.79
10-300-50550	CUSTODIAL SUPPLIES-ST	7.42
10-300-50700	OFFICE SUPPLIES-STREET	14.08
10-300-51000	REPAIRS AND MAINTEN	313.89
10-300-56400	PROFESSIONAL-STREETS	36.00
10-300-61000	TELEPHONE-STREETS	10.00
10-300-71000	VEHICLE REPAIR & MAIN	1.53
10-300-75100	EQUIPMENT LEASE	529.87
10-300-92500	UNIFORMS-STREETS	33.70
10-300-95100	CAPITAL ASSET EXP-STRE	131.94
10-400-55850	EQUIPMENT RENTAL-P&	39.31
10-400-56400	PROFESSIONAL-P&D	72.00
10-400-57400	EQUIPMENT/SOFTWARE	4,500.00
20-600-50130	SUPPLIES-WATER	552.14
20-600-50200	LABORATORY FEES-WAT	56.00
20-600-50550	CUSTODIAL SUPPLIES-W	9.89
20-600-50700	OFFICE SUPPLIES-WATER	88.51
20-600-50750	POSTAGE-WATER	11.15
20-600-51000	REPAIRS AND MAINTEN	525.08
20-600-55200	ADVERTISING-WATER	37.50
20-600-55800	DUES AND SUBSCRIPTIO	1,425.00
20-600-55850	EQUIPMENT RENTAL-WA	38.10
20-600-56400	PROFESSIONAL-WATER	1,538.00
20-600-61000	TELEPHONE WATER	20.00
20-600-61050	INTERNET-WATER	32.10
20-600-62100	UTILITIES GAS-WATER	252.34
20-600-71000	VEHICLE REPAIR & MAIN	3.05
20-600-75100	EQUIPMENT LEASE	1,059.73
20-600-92500	UNIFORMS-WATER	67.40

Account Summary

Account Number	Account Name	Expense Amount
20-600-95100	CAPITAL ASSET EXP-WAT	263.87
20-600-96000	PRINCIPAL EXPENSE-WA	90,000.00
20-600-96200	INTEREST EXPENSE-WAT	6,050.50
20-700-50130	SUPPLIES-SEWER	552.14
20-700-50550	CUSTODIAL SUPPLIES-SE	9.89
20-700-50700	OFFICE SUPPLIES-SEWER	88.50
20-700-50750	POSTAGE-SEWER	11.15
20-700-51000	REPAIRS AND MAINTEN	3,706.41
20-700-55200	ADVERTISING-SEWER	37.50
20-700-55850	EQUIPMENT RENTAL-SE	38.10
20-700-56400	PROFESSIONAL-SEWER	288.00
20-700-61000	TELEPHONE-SEWER	20.00
20-700-61050	INTERNET-SEWER	32.10
20-700-62100	UTILITIES GAS-SEWER	54.72
20-700-71000	VEHICLE REPAIR & MAIN	3.06
20-700-75100	EQUIPMENT LEASE	1,059.74
20-700-92500	UNIFORMS-SEWER	67.41
20-700-95100	CAPITAL ASSET EXP-SEW	263.87
20-700-96000	PRINCIPAL EXPENSE-SE	90,000.00
20-700-96200	INTEREST EXPENSE-SEW	6,050.49
30-800-50170	SUPPLIES SPECIAL ACTIV	37.48
30-800-50200	CONCESSIONS-PKS	293.48
30-800-50750	POSTAGE-PKS	11.18
30-800-55850	EQUIPMENT RENTAL-PK	519.47
30-800-56400	PROFESSIONAL-PKS	288.00
30-800-56450	CONTRACT SERVICES/SE	165.00
30-800-62100	UTILITIES GAS PKS	734.98
30-800-96400	FISCAL AGENT FEES	750.00
	Grand Total:	218,512.70

Project Account Summary

Project Account Key	Expense Amount
None	217,853.02
2070095500-13	659.68
	Grand Total:
	218,512.70



City of Willard, MO

Refund Check Register

Refund Check Detail

UBPKT04053 - Refunds 01 UBPKT04051 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
01-190161-03	WAGNON, MARY & BILL	11/26/2024	50273	50.18			50.18	Generated From Billing
01-500820-03	CERNIOGLO, VICTOR	11/26/2024	50274	61.46			61.46	Generated From Billing
02-000125-11	DURSO, JAMIL	11/26/2024	50275	64.51			64.51	Generated From Billing
02-000400-12	REAVIS, EMILY	11/26/2024	50276	59.25			59.25	Generated From Billing
02-000445-06	WISE, TARESSA	11/26/2024	50277	67.41			67.41	Generated From Billing
02-000485-08	DE BURGHE, MORGAN	11/26/2024	50278	9.63			9.63	Generated From Billing
04-017406-10	POLEY, LEONARD	11/26/2024	50279	68.92			68.92	Generated From Billing
04-100114-06	HUFF, MICAH	11/26/2024	50280	46.08			46.08	Generated From Billing
09-0833107-01	SMITH, VICTORIA D.	11/26/2024	50281	56.98			56.98	Generated From Billing
09-210540-04	DOTSON, ABIGAIL	11/26/2024	50282	79.49			79.49	Generated From Billing
09-320910-02	CONNOR, CHAD	11/26/2024	50283	84.79			84.79	Generated From Billing
09-650735-06	ELLISON, BRAYDEN	11/26/2024	50284	27.08			27.08	Generated From Billing
09-800008-01	BLEVINS ASPHALT CONSTRUCTION CO	11/26/2024	50285	196.44			196.44	Generated From Billing
Total Refunds: 13				Total Refunded Amount:	872.22			

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	872.22
Revenue Total:	872.22

General Ledger Distribution

Posting Date: 11/26/2024

Account Number	Account Name	Posting Amount	IFT
Fund: 20 - WATER AND SEWER FUND			
20-01001	CLAIM ON POOLED CASH - WATER AND SEV	-872.22	Yes
20-15000	ACCOUNTS RECEIVABLE-WS	872.22	
20 Total:		0.00	
Fund: 99 - POOLED CASH			
99-01000	POOLED CASH - GENERAL	-872.22	
99-27000	DUE TO OTHER FUNDS	872.22	Yes
99 Total:		0.00	
Distribution Total:		0.00	

Item # 4.

**CITY OF WILLARD
BOARD OF ALDERMEN**



Item # 4.

**AGENDA ITEM #3e
FINANCE DEPARTMENT**

ACTION REQUIRED: INFORMATION ONLY

November 2024 Check Registers

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



City of Willard, MO

Check Item # 4.

By Check Number

Date Range: 11/02/2024 - 11/30/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: CITY-CITY						
BVM100	AMERICAN TRAILER & STORAGE, INC.	11/14/2024	Regular	0.00	420.00	50229
968	Invoice	11/07/2024	STORAGE CONTAINER RENTALS - PKS	0.00	305.00	
969	Invoice	11/07/2024	STORAGE CONTAINER RENTAL - PKS	0.00	115.00	
ACU100	ANGELA CUNNINGHAM	11/14/2024	Regular	0.00	112.50	50230
2	Invoice	10/16/2024	KIDS PAINT CLASS INSTRUCTION & SUPPLI	0.00	112.50	
APAC100	APAC CENTRAL, INC	11/14/2024	Regular	0.00	1,275.12	50231
287	Invoice	10/16/2024	COMM SURFACE ASPHALT- RD PTCH LONE	0.00	209.22	
700	Invoice	11/07/2024	COMM SURFACE STONE - FR 124 LEAK RE	0.00	479.82	
8025	Invoice	10/16/2024	COMM SURFACE STONE - STREET PATCH R	0.00	137.94	
893	Invoice	11/07/2024	COMM SURFACE - LANGSTON WTR REPAI	0.00	448.14	
BWI200	BULK WASTE LLC d/b/a BWI SANITATION	11/14/2024	Regular	0.00	559.80	50232
414	Invoice	11/07/2024	MILLER PARK TOILETS - PKS	0.00	239.80	
824	Invoice	11/07/2024	TOILET RENTALS, TRUNK OR TREAT/ SPOO	0.00	320.00	
STE200	CALEB STEEN	11/14/2024	Regular	0.00	130.60	50233
BASS PRO	Invoice	11/07/2024	REIM FOR BOOTS BOUGHT AT BASS PRO -	0.00	130.60	
CON170	CONCO COMPANIES	11/14/2024	Regular	0.00	1,008.36	50234
3108	Invoice	11/07/2024	R 3000 PSI AE - 101 DEER RUN SIDEWALK	0.00	782.78	
9499	Invoice	11/07/2024	5/8" COMM STN,1" DRTY BASE- MILLER S	0.00	89.71	
9509	Invoice	11/07/2024	5/8" COMM STN, 1" DRTY BASE- LK REPAI	0.00	135.87	
DAV100	DAVID DORAN,ATTORNEY AT LAW	11/14/2024	Regular	0.00	900.00	50235
11-1-24	Invoice	11/07/2024	MUNICIPAL JUDGE FEES - CT	0.00	900.00	
DWH100	DIG WISE HYDRO INC	11/14/2024	Regular	0.00	6,987.50	50236
1618	Invoice	11/08/2024	WTR REPRS AT KNIGHT, FR 124 & HWY EE	0.00	6,987.50	
DNS100	DNS EQUIPMENT LLC	11/14/2024	Regular	0.00	1,626.99	50237
1663	Invoice	11/07/2024	UN1791, HYPOCHLORITE SOLUTION-WELL	0.00	1,626.99	
ESR500	ESRI, INC.	11/14/2024	Regular	0.00	460.00	50238
4151	Invoice	11/07/2024	ARCGIS DESKTOP BASIC MAINT - P&D	0.00	460.00	
FRA555	FIRST RESPONDER OUTFITTERS, INC	11/14/2024	Regular	0.00	200.95	50239
16292-2	Credit Memo	10/16/2024	RETURNED ITEM C. SMITH - LAW	0.00	-98.00	
16563-2	Invoice	11/07/2024	UNIFORM ITEMS L. O'NEIL - LAW	0.00	298.95	
GGR100	GETTINGGREATRATES.COM	11/14/2024	Regular	0.00	12,223.03	50240
100.538.25	Invoice	11/08/2024	LAST INV FOR RATE STUDY & ADDL MODE	0.00	12,223.03	
HAY150	HAYNES EQUIPMENT COMPANY INC	11/14/2024	Regular	0.00	9,395.76	50241
28889H	Invoice	11/08/2024	CHLORINE ANALYZER PANEL- WTR TESTIN	0.00	9,395.76	
JKN100	JASON KNIGHT	11/14/2024	Regular	0.00	200.00	50242
AUG	Invoice	11/07/2024	REIM PHONE AUG - PKS	0.00	50.00	
JUL	Invoice	11/07/2024	REIM PHONE JUL - PKS	0.00	50.00	
OCT	Invoice	11/07/2024	REIM PHONE OCT - PKS	0.00	50.00	
SEP	Invoice	11/07/2024	REIM PHONE SEP - PKS	0.00	50.00	
LML100	LAUBER AND ASSOCIATES MUNICIPAL LAW LLC	11/14/2024	Regular	0.00	9,392.00	50243
28491	Invoice	11/07/2024	CITY ATTY FEES - ALL	0.00	4,446.00	
28492	Invoice	11/07/2024	CITY PROSECUTOR FEES - LAW	0.00	4,946.00	
LEG250	LEGALSHIELD	11/14/2024	Regular	0.00	29.90	50244

Check Report

Date Range: 11/02/2024 Item # 4.

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
10-25-24	Invoice	11/07/2024	GROUP INS MCCLAIN & SHIPLEY-LAW	0.00	29.90	
LES100	LOYD'S ELECTRIC SUPPLY INC	11/14/2024	Regular	0.00	545.00	50245
129	Invoice	11/07/2024	250V RKS T/D FUSE- WELL (VAULT) REPAIR	0.00	562.37	
4621843-00	Credit Memo	07/03/2024	RETURNED ITEMS MEADWS E LFT STN - S	0.00	-17.37	
LXE100	LUMIX ELECTRICAL INC	11/14/2024	Regular	0.00	42,335.32	50246
240497	Invoice	11/07/2024	PW MAINT SHOP RE-WIRE - STS / S / W	0.00	23,068.32	
240498	Invoice	11/07/2024	LIFT STATION 94 EXTRAS - S	0.00	9,364.00	
240501	Invoice	11/07/2024	SERVICE ON WELL # 1 - W	0.00	9,903.00	
MATM100	MATERIALS MANAGEMENT	11/14/2024	Regular	0.00	1,210.42	50247
300	Invoice	11/07/2024	5/8" COMM STONE - N MELVILLE PIPE RE	0.00	524.29	
882	Invoice	11/07/2024	1" DIRTY BASE, TOPSOIL- LAGOONS - S	0.00	686.13	
MRT100	MERIT ELECTRICAL LLC	11/14/2024	Regular	0.00	7,210.50	50248
159	Invoice	11/07/2024	PW NEW OFFICE WIRING - STS / W /S	0.00	7,210.50	
MCL100	MISSION COMMUNICATIONS LLC	11/14/2024	Regular	0.00	694.80	50249
2825	Invoice	11/07/2024	SERVICE PKG-MYDRO M150 RENEWAL - S	0.00	694.80	
MIS380	MISSOURI MUNICIPAL LEAGUE	11/14/2024	Regular	0.00	90.00	50250
10936	Invoice	11/07/2024	ONLINE EDU COURSES W. YOUNG - GEN	0.00	90.00	
MOC100	MISSOURI ONE CALL SYSTEM, INC	11/14/2024	Regular	0.00	187.65	50251
4100324	Invoice	11/07/2024	PROF LOCATE FEES-W/S	0.00	187.65	
MPR200	MISSOURI PARK & RECREATION ASSOCIATION	11/14/2024	Regular	0.00	15.00	50252
2116	Invoice	11/07/2024	LUNCH & LEARN JASON KNIGHT - PKS	0.00	15.00	
NFC	NATIONAL FASTENER CORP	11/14/2024	Regular	0.00	117.41	50253
4305	Invoice	11/07/2024	#11 STEP DRILL - SHOP TOOLS - STS / W /	0.00	117.41	
DOS100	PETTY CASH - DONA SLATER	11/14/2024	Regular	0.00	54.30	50254
PETTY	Invoice	11/07/2024	PETTY CASH REIMBURSEMENT - ALL DEPT	0.00	54.30	
MLF100	QUADIENT LEASING	11/14/2024	Regular	0.00	899.55	50255
8345	Invoice	11/07/2024	NEW FOLDING MACHINE LEASE QTRLY-W/	0.00	899.55	
RAN175	RANDALL A. BROWN	11/14/2024	Regular	0.00	1,680.00	50256
167284	Invoice	11/07/2024	BLDG INSPECTIONS & ZONING CONSLT - P	0.00	1,680.00	
SPS150	SCHENDEL PEST SERVICES	11/14/2024	Regular	0.00	180.00	50257
5482	Invoice	11/07/2024	PEST CONTROL-ALL	0.00	180.00	
GCT100	SPRINGFIELD GREENE COUNTY OFFICE OF EM	11/14/2024	Regular	0.00	4,334.00	50258
4TH QTR 24	Invoice	11/07/2024	SERV 4TH QTR 2024-EM	0.00	4,334.00	
SPR275	SPRINGFIELD WINWATER WORKS CO	11/14/2024	Regular	0.00	4,109.97	50259
1903	Invoice	11/07/2024	DMR42 4X2 MJ REDUCER - W	0.00	264.24	
1909	Invoice	11/07/2024	DI MJ LNG SOLID SLEEVE - W	0.00	312.80	
2042	Invoice	11/07/2024	2X20 PVC JASKET JOINT - MILLER RD PIPE	0.00	451.20	
2060	Invoice	11/07/2024	2" IPS MIDCO, 4 PVC MEGALUG, GASKET,	0.00	687.33	
2104	Invoice	11/07/2024	PVC MTR PIT, METER COVER - WTR SPLYS	0.00	2,394.40	
SPR200	SPRINGFIELD-GREENE COUNTY HEALTH DEPAR	11/14/2024	Regular	0.00	364.00	50260
110424	Invoice	11/07/2024	WATER SAMPLE TESTING - W	0.00	364.00	
STE300	STATE TRACTOR & EQUIPMENT CO., INC	11/14/2024	Regular	0.00	723.05	50261
373.02	Invoice	11/07/2024	CH SY50 18" BUCKET FOR MINI EX - S/W	0.00	785.00	
OVR PMT	Credit Memo	08/30/2024	CREDIT BAL DUE TO DBL PMT OF INV - ST	0.00	-61.95	
SMS200	SUMMIT MAILING & SHIPPING SYSTEMS	11/14/2024	Regular	0.00	81.95	50262
4575	Invoice	11/07/2024	SEAL TIGHT FOR MAILING MACHINE - W/	0.00	81.95	
WUC100	SWMO JOINT MUNICIPAL WATER UTILITY COM	11/14/2024	Regular	0.00	3,162.50	50263

Check Report

Date Range: 11/02/2024 Item # 4.

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
2025	Invoice	11/07/2024	2025 MEMBERSHIP - W	0.00	3,162.50	
DAR200	TALLEN AUTOMOTIVE INC	11/14/2024	Regular	0.00	364.12	50264
10-14-24	Invoice	11/07/2024	2 HERCULES TIRES & INSTALL FOR KABOTA	0.00	348.37	
10-22-24	Invoice	11/07/2024	TIRE DISPOSAL FEE - PKS	0.00	3.15	
9-23-24	Invoice	11/07/2024	TIRE DISPOSAL FEE - PKS	0.00	12.60	
TRI295	TRI-STATE WATER RESOURCE COALITION	11/14/2024	Regular	0.00	3,162.50	50265
2025	Invoice	11/07/2024	2025 MEMBERSHIP - W	0.00	3,162.50	
WSP100	TURN 2 APPAREL LLC	11/14/2024	Regular	0.00	163.60	50266
13948	Invoice	11/07/2024	SPOOKY SPRINT SHIRTS - PKS	0.00	163.60	
USA400	USA BLUE BOOK	11/14/2024	Regular	0.00	96.73	50267
769	Invoice	10/24/2024	STENNER 1/4" INJECTION CHECK VLVES-W	0.00	96.73	
AMK100	VESTIS	11/14/2024	Regular	0.00	561.11	50268
1939	Invoice	11/07/2024	PW DEPT UNIFORM SERVICE - STS / S / W	0.00	366.70	
3803	Invoice	11/07/2024	PW DEPT UNIFORM SERVICE - STS / S / W	0.00	101.85	
5668	Invoice	11/07/2024	PW DEPT UNIFORM SERVICE-STS / W/ S	0.00	92.56	
WPM100	POSTMASTER	11/15/2024	Regular	0.00	214.97	50269
11-15-24	Invoice	11/15/2024	UTILITY POSTAGE-W/S	0.00	214.97	
FAM200	FAMILY SUPPORT PAYMENT CENTER	11/15/2024	Regular	0.00	207.69	50270
PPE 11/9/24	Invoice	11/15/2024	REMITTANCE ID 11017943 Paid 11/15/20	0.00	207.69	
WPM100	POSTMASTER	11/22/2024	Regular	0.00	1,857.76	50272
11-22-24	Invoice	11/22/2024	UTILITY BILLING POSTAGE-W/S	0.00	1,857.76	
AMA300	ALLGEIER, MARTIN & ASSOCIATES, INC	11/26/2024	Regular	0.00	45,418.83	50286
001-04	Invoice	11/22/2024	94 LS & FM IMPRVMENTS FY2023 CDS GRN	0.00	4,147.00	
03	Invoice	11/07/2024	94 LS & FM IMPRVMENTS FY2023 CDS GRN	0.00	3,339.00	
167	Invoice	11/07/2024	PROF FEES MDWS TRNK SWR - S	0.00	12,416.08	
168	Invoice	11/07/2024	PROCTOR RD DRAINAGE IMPRVMENTS FSB	0.00	452.00	
169	Invoice	11/22/2024	PROF FEES GEN ON-CALL REQ 94 & REG L	0.00	883.00	
170	Invoice	11/22/2024	PROF FEES MDWS TRNK SWR - S	0.00	23,503.75	
171	Invoice	11/22/2024	PROCTOR RD DRAINAGE IMPRVMENTS FSB	0.00	678.00	
ACU100	ANGELA CUNNINGHAM	11/26/2024	Regular	0.00	240.00	50287
3	Invoice	11/20/2024	PAINTING INSTRUCTION AND SUPPLIES -	0.00	240.00	
CRC200	BIG BEAR SHREDDING	11/26/2024	Regular	0.00	69.00	50288
37414	Invoice	11/20/2024	SHREDDING FEES-GEN	0.00	69.00	
BAC100	BLEVINS ASPHALT CONSTRUCTION CO, INC.	11/26/2024	Regular	0.00	362,141.13	50289
24-096-01	Invoice	11/20/2024	JACKSON STREET OVERLAY - STS	0.00	362,141.13	
BRK100	BROOKS AND ASSOCIATES INC	11/26/2024	Regular	0.00	6,828.50	50290
6990	Invoice	11/25/2024	INJCT QLS,CK VLV RP KTS,ORNGS,BL VLV A	0.00	6,828.50	
HVR100	CAROLYN HALVERSON	11/26/2024	Regular	0.00	50.00	50291
NOV	Invoice	11/20/2024	REIM PHONE-GEN	0.00	50.00	
CJW100	CJW TRANSPORTATION CONSULTANTS, LLC	11/26/2024	Regular	0.00	1,000.00	50292
120-1	Invoice	11/25/2024	MARKING EASEMENTS RUESCH PROP - W	0.00	1,000.00	
CON170	CONCO COMPANIES	11/26/2024	Regular	0.00	83.84	50293
9184	Invoice	11/22/2024	5/8" COMM STONE - STS SPLY FOR REPAIR	0.00	83.84	
DNS100	DNS EQUIPMENT LLC	11/26/2024	Regular	0.00	923.09	50294
1721	Invoice	11/22/2024	HYPOCHLORITE SOLUTIONS - WELL MAIN	0.00	923.09	
GOTO100	GOTO COMMUNICATIONS, INC	11/26/2024	Regular	0.00	881.49	50295
9844	Invoice	11/07/2024	INTERNET-ALL	0.00	881.49	

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GUL345 208	GULF STATES DISTRIBUTORS Invoice	11/22/2024	11/26/2024 Regular (3) SHOTGUNS - LAW	0.00	1,437.00 1,437.00	50296
ITR160 2945	ITRON, INC. Invoice	11/22/2024	11/26/2024 Regular TEMETRA DRIVEBY METER READING SOFT	0.00	5,247.00 5,247.00	50297
JOY100 WCCF	JOYCE LANCASTER Invoice	11/22/2024	11/26/2024 Regular REIM WILLARD CHLDRNS CHRITBL FOUND	0.00	100.00 100.00	50298
EMP210 NOV NOV #4 OCT OCT #1 OCT #2 OCT #3 OCT 24	LIBERTY UTILITIES-EMPIRE DISTRICT Invoice Invoice Invoice Invoice Invoice Invoice Invoice	11/20/2024 11/20/2024 11/22/2024 11/20/2024 11/20/2024 11/20/2024 11/20/2024 11/22/2024	11/26/2024 Regular ELECTRIC UTILITIES-ALL ELECTRICAL 220 W JACKSON 4 - PKS ELECTRIC UTILITIES-ALL ELECTRICAL 220 W JACKSON 1 - PKS ELECTRICAL 220 W JACKSON 2 - PKS ELECTRICAL 220 W JACKSON 3 - PKS ELECTRIC UTILITIES-ALL	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	46,160.77 22,576.93 44.02 10,447.83 190.46 117.25 87.74 12,696.54	50299
POT250 5472-1	**Void** LUBY EQUIPMENT SERVICES Invoice	11/22/2024	11/26/2024 Regular 11/26/2024 Regular SPACR, PINS, GUIDE- PW SKID STEER REPR	0.00 0.00 0.00	0.00 107.18 107.18	50300 50301
MATM100 1300 4617	MATERIALS MANAGEMENT Invoice Invoice	11/22/2024 11/20/2024	11/26/2024 Regular 1" DIRTY BASE, TOPSOIL - LAGOONS - S LOAD OF TOP SOIL FOR WELL 1 MAINT -	0.00 0.00	1,057.98 727.98 330.00	50302
MRT100 162	MERIT ELECTRICAL LLC Invoice	11/22/2024	11/26/2024 Regular TROUBLESHOOT MEADOWS / EE WELL- LI	0.00	4,714.00 4,714.00	50303
MCL100 4008	MISSION COMMUNICATIONS LLC Invoice	11/22/2024	11/26/2024 Regular REPAIRS TO WELL #1 DUE TO LIGHTNING	0.00	1,339.57 1,339.57	50304
REC300 2509	REJIS COMMISSION Invoice	11/20/2024	11/26/2024 Regular SR SUPPORT TOKEN SETUP LEVI O'NEIL - L	0.00	27.00 27.00	50305
LIN200 1724	ROTA L. STONEHOUSE Invoice	11/20/2024	11/26/2024 Regular DATA COMPILATION-GEN/CT/LAW/PW	0.00	90.00 90.00	50306
SAS150 6162	SASCO PAVEMENT COATING, INC. Invoice	11/22/2024	11/26/2024 Regular SS1H TACK OIL 5GAL - STREET ASPHALT RE	0.00	59.90 59.90	50307
SPS150 1993 6630	SCHENDEL PEST SERVICES Invoice Invoice	11/20/2024 11/22/2024	11/26/2024 Regular FOGGING REC CTR PEST CONTROL FLIES-P PEST CONTROL-ALL	0.00 0.00	580.00 400.00 180.00	50308
SCH175 1201.001	SCHULTE SUPPLY, INC. Invoice	11/22/2024	11/26/2024 Regular 18"X4" FOAM METER INSL DISC, SP BOTT	0.00	627.80 627.80	50309
SES100 SOLAR	SOLAR ENERGY SERVICES LLC Invoice	11/25/2024	11/26/2024 Regular REFUND OF BOND - GEN	0.00	1,000.00 1,000.00	50310
GCH100 11-1-24	SPRINGFIELD ANIMAL CONTROL Invoice	11/25/2024	11/26/2024 Regular ANIMAL IMPOUND FEES-LAW	0.00	480.00 480.00	50311
SPR275 1900 01 2182 01 2343 01	SPRINGFIELD WINWATER WORKS CO Invoice Invoice Invoice	11/22/2024 11/22/2024 11/22/2024	11/26/2024 Regular MAIN VLV KITS -HYDRANT REPAIRS - W 2X500 250# CTS P-CORE 4710 - WATER SP (2) 2" MACRO HP 2.90, RPR CLAMP, COLL	0.00 0.00 0.00	2,974.04 1,089.04 1,050.00 835.00	50312
SQB100 1175	SQUIBB MEDIA, LLC Invoice	11/20/2024	11/26/2024 Regular PLANNING & ZONING MEETING ADVERTIS	0.00	144.68 144.68	50313
STE300 1850B 2530B	STATE TRACTOR & EQUIPMENT CO., INC Invoice Invoice	11/22/2024 11/22/2024	11/26/2024 Regular SERVC/MAINT MINI EXCAVATOR - STS / W 2022 CH SY50 RIPPER- MINI EXCVTR ATTC	0.00 0.00	1,311.13 611.13 700.00	50314

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STC300 1459	STEFAN COLLETTE Invoice	11/20/2024	11/26/2024 Regular REIM CAR CHRГ ADPTR, DGTL CAMERA-U	0.00	102.08	50315
COC200 2633	SW MISSOURI ENGINEERING LLC Invoice	11/20/2024	11/26/2024 Regular WTR STDY UPDT & DNR 5 YR SPRVSD PRG	0.00	5,000.00	50316
TYL100 7020	TYLER TECHNOLOGIES INC Invoice	11/22/2024	11/26/2024 Regular SOFTWARE SUBS JAN-MAR 2025 - ALL	0.00	6,881.76	50317
UMB100 3518	UMB BANK Invoice	11/25/2024	11/26/2024 Regular COPS 2014 ADMIN FEES - W/S	0.00	750.00	50318
VER100 1974	VERIZON WIRELESS Invoice	11/20/2024	11/26/2024 Regular INTERNET/CELL PHONES, EQUIP - ALL	0.00	608.16	50319
AMK100 7550	VESTIS Invoice	11/20/2024	11/26/2024 Regular PW DEPT UNIFORM SERVICE - STS / W / S	0.00	196.98	50320
WYO100 NOV OCT	WESLEY YOUNG Invoice Invoice	11/20/2024 11/20/2024	11/26/2024 Regular PHONE REIM NOV - GEN PHONE REIM OCT - GEN	0.00 0.00	50.00 50.00	50321
WCP100 2484 4201	WHITE CAP LP Invoice Invoice	11/07/2024 11/07/2024	11/26/2024 Regular LIGHTING SUPPLIES INCLSV PLYGRND - PK 19 1/2" PLACER BLUE HANDLE W. HOOK-S	0.00 0.00	648.78 528.80 119.98	50322
FAM200 PPE 11/23/24	FAMILY SUPPORT PAYMENT CENTER Invoice	11/29/2024	11/29/2024 Regular REMITTANCE ID 11017943 Paid 11/29/20	0.00	207.69	50323
WAL110 SAMS 10-2-24	WALMART CAPITAL ONE Invoice	11/07/2024	11/12/2024 Bank Draft SAMS CONCESSIONS, PINESOL, TRASH BA	0.00	112.86	DFT0002558
AUL100 OCT 2024	AMERICAN UNITED LIFE INSURANCE CO Invoice	10/09/2024	11/06/2024 Bank Draft OCT 2024 GROUP LIFE INSURACE	0.00	279.97	DFT0002559
LOW505 77187	LOWE'S CREDIT SERVICES Invoice	10/09/2024	11/14/2024 Bank Draft OWL DECOY FOR PAVILION - PKS	0.00	32.24	DFT0002566
DOT100 PPE 11/9/24 FED	DEPARTMENT OF TREASURY INTERNAL REVENUE Invoice	11/15/2024	11/15/2024 Bank Draft FEDERAL WITHHOLDING PPE 11/9/2024	0.00	5,862.25	DFT0002567
MIS300 PPE 11/9/24	MISSOURI DEPT OF REVENUE Invoice	11/15/2024	11/15/2024 Bank Draft STATE WITHHOLDING PPE 11/9/2024	0.00	2,634.00	DFT0002568
DOT100 PPE 11/9/24 SS	DEPARTMENT OF TREASURY INTERNAL REVENUE Invoice	11/15/2024	11/15/2024 Bank Draft SOCIAL SECURITY WITHHOLDING PPE 11/	0.00	10,945.94	DFT0002569
DOT100 PPE 11/9/24 MC	DEPARTMENT OF TREASURY INTERNAL REVENUE Invoice	11/15/2024	11/15/2024 Bank Draft MEDICARE WITHHOLDING PPE 11/9/2024	0.00	2,559.92	DFT0002570
REP425 3029 4533 4799	ALLIED SERVICES, LLC Invoice Invoice Invoice	11/07/2024 11/07/2024 11/07/2024	11/19/2024 Bank Draft TRASH EXP-ALL RECYCLE CENTER-S RECYCLE CENTER EXP-S	0.00 0.00 0.00	1,843.58 1,281.75 132.83 429.00	DFT0002573
OLC150 268	ON LINE COLLECTIONS Invoice	11/20/2024	11/20/2024 Bank Draft UTIL BILL COLLECT FEES-W/S	0.00	108.36	DFT0002575
OIS160 0619 1655 5317 6140 7051	ONLINE INFORMATION SERVICES INC Invoice Invoice Invoice Invoice Invoice	11/20/2024 11/20/2024 11/20/2024 11/20/2024 11/20/2024	11/20/2024 Bank Draft UTIL EXCHG REPORT-W/S UTIL EXCHG REPORT-W/S UTIL EXCHG REPORT-W/S UTIL EXCHG REPORT-W/S UTIL EXCHG REPORT-W/S	0.00 0.00 0.00 0.00 0.00	641.42 179.20 115.44 79.92 129.50 137.36	DFT0002576
HIL100	HILLYARD INC/ SPRINGFIELD	11/21/2024	Bank Draft	0.00	199.51	DFT0002577

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1265	Invoice	11/20/2024	URINAL SCREENS - PKS	0.00	49.43	
4079	Invoice	11/20/2024	FLOOR POLISH - PKS	0.00	150.08	
UMB100	UMB BANK	11/22/2024	Bank Draft	0.00	35,498.27	DFT0002578
10-22-24	Invoice	10/24/2024	SERIES 2015 INTEREST - PKS	0.00	35,498.27	
CFS100	CANON FINANCIAL SERVICES, INC	11/26/2024	Bank Draft	0.00	391.57	DFT0002579
8259	Invoice	11/22/2024	COPIER LEASE-ALL	0.00	391.57	
EMC105	EMC INSURANCE COMPANIES	11/26/2024	Bank Draft	0.00	13,805.95	DFT0002580
3586	Invoice	11/20/2024	PROPRTY & LIABLTY INS-GEN/PW/PKS	0.00	13,805.95	
MIS315	SPIRE	11/22/2024	Bank Draft	0.00	53.09	DFT0002582
108 JCKSN	Invoice	11/20/2024	UTIL EXP GAS-W	0.00	53.09	
MIS315	SPIRE	11/22/2024	Bank Draft	0.00	110.21	DFT0002583
HWY Z	Invoice	11/20/2024	UTIL EXP GAS REC CNTR-PKS	0.00	110.21	
MIS315	SPIRE	11/22/2024	Bank Draft	0.00	57.65	DFT0002584
224 JCKSN	Invoice	11/20/2024	UTIL EXP GAS CITY HALL-GEN	0.00	57.65	
MIS315	SPIRE	11/22/2024	Bank Draft	0.00	98.18	DFT0002585
220 JCKSN	Invoice	11/20/2024	UTIL EXP GAS COMM BLDG-PKS	0.00	98.18	
MIS315	SPIRE	11/22/2024	Bank Draft	0.00	53.09	DFT0002586
125 HOLLY	Invoice	11/20/2024	UTIL EXP GAS-S	0.00	53.09	
WRI110	WEX BANK	11/14/2024	Bank Draft	0.00	6,273.88	DFT0002587
2195	Invoice	11/07/2024	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S	0.00	6,273.88	
HYP100	NITEL LLC	11/19/2024	Bank Draft	0.00	1,733.22	DFT0002588
586360	Invoice	11/07/2024	INTERNET-ALL	0.00	1,733.22	
ORE145	O'REILLY AUTOMOTIVE, INC	11/26/2024	Bank Draft	0.00	319.67	DFT0002589
2295	Invoice	11/07/2024	MUD FLPS, FUEL/WTR SEP,FUEL TRTMNT-	0.00	72.43	
3098	Invoice	11/07/2024	ANTIGEL, DE-GEL - SHIP SPLYS - STS / W /	0.00	29.98	
3260	Invoice	11/07/2024	TOWING HITCH - STS / S / W	0.00	54.99	
4141	Invoice	11/07/2024	BALL JOINTS - 1993 FRD #106 REPAIR-STS	0.00	120.90	
4303	Invoice	11/07/2024	STARTING FLUID FOR GENERATOR - PKS	0.00	6.79	
5117	Invoice	11/07/2024	HEADLIGHT BULBS FOR CAR #2 - LAW	0.00	9.58	
933	Invoice	11/07/2024	BATTERY CORESALE - SHOP - STS / W / S	0.00	25.00	
DOT100	DEPARTMENT OF TREASURY INTERNAL REVENUE	11/29/2024	Bank Draft	0.00	5,997.74	DFT0002590
PPE 11/23/24 FE	Invoice	11/29/2024	FEDERAL WITHHOLDING PPE 11/23/2024	0.00	5,997.74	
DOT100	DEPARTMENT OF TREASURY INTERNAL REVENUE	11/29/2024	Bank Draft	0.00	11,296.68	DFT0002592
PPE 11/23/24 SS	Invoice	11/29/2024	SOCIAL SECURITY WITHHOLDING PPE 11/	0.00	11,296.68	
DOT100	DEPARTMENT OF TREASURY INTERNAL REVENUE	11/29/2024	Bank Draft	0.00	2,641.84	DFT0002593
PPE 11/23/24 MC	Invoice	11/29/2024	MEDICARE WITHHOLDING PPE 11/23/202	0.00	2,641.84	
ACS100	AMAZON CAPITAL SERVICES INC	11/15/2024	Bank Draft	0.00	1,178.99	DFT0002594
1VWG	Invoice	11/30/2024	GLOW NECKLACES -TRNK OR TRT & SPKY	0.00	59.99	
3G91	Invoice	10/24/2024	PLANNER AND DESK CALENDAR - PKS	0.00	31.96	
7V7F	Invoice	10/24/2024	48" DIGITAL BOX LEVEL - P&D	0.00	138.29	
CK	Invoice	10/09/2024	BUSINESS LICENSE FOLDERS - GEN	0.00	59.55	
GP31	Invoice	10/24/2024	USB HUBS, MOUSE MOVERS - GEN	0.00	39.96	
LTQ	Invoice	11/07/2024	SANTA AREA DECOR - PKS	0.00	169.85	
N1	Invoice	10/09/2024	DESKTOP CALENDAR - GEN	0.00	7.99	
NKQP	Invoice	10/24/2024	PH ELECTRODE REPLCMNT FOR PH METE	0.00	99.00	
P9RW	Invoice	10/24/2024	ORGANIZER, BATTERIES, COACH GIFTS - P	0.00	156.83	
PMXH 1	Invoice	10/24/2024	5 IGNITION KEYS-MINI EXCAVATOR- STS /	0.00	10.28	
PMXH 2	Invoice	10/24/2024	METAL FILE SET, FILES, RASPS - STS / W / S	0.00	30.32	
PMXH 3	Invoice	10/24/2024	MOUSE POISION, PRINTER TONER- STS /	0.00	77.18	
PNVF	Invoice	10/24/2024	MONITOR, DESKTOP ORGANIZER - GEN/C	0.00	189.98	

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XMK6	Invoice	11/30/2024	TWO-WAY RADIOS,HANDL ADPTR,SAFETY	0.00	107.81	
COMMGN	COMMERCE CREDIT CARD SERVICES	11/12/2024	Bank Draft	0.00	6,260.93	DFT0002595
10-11-24	Invoice	10/24/2024	DOLLAR TREE BOOTH DECOR TRUNK OR T	0.00	15.00	
10-16-24	Invoice	10/24/2024	FOGO DE CHAO MEAL CONFRNC M. RUES	0.00	50.06	
10-17-24	Invoice	10/24/2024	CHURCH'S MEAL CONFRNC M. RUESCH -	0.00	13.75	
10-18-24	Invoice	10/24/2024	PIZZA HUT FOR DANCE CONCESSIONS - PK	0.00	80.00	
1024	Invoice	10/09/2024	MML 2024 SW REGNL MEET W. YOUNG -	0.00	20.00	
10-4-24	Invoice	10/16/2024	AT&T INTERNET SERVICE-W/S	0.00	64.20	
2084	Invoice	11/07/2024	MPRA LUNCH & LEARN SAMANTHA GUIN	0.00	15.00	
231	Invoice	10/24/2024	ORIGIN HOTEL STAY TRAINING M. RUESCH	0.00	379.58	
233	Invoice	10/09/2024	MML MUNICIPAL GOVRNC INSTITUTE M.	0.00	150.00	
235	Invoice	10/09/2024	MML MULTIPLE ONLINE TRAININGS M. R	0.00	160.00	
263	Invoice	10/24/2024	STAMPS.COM MONTHLY FEE-GEN	0.00	12.79	
44-0	Invoice	10/09/2024	ADMIRAL EXPRESS COPY PAPER - GEN/W/	0.00	160.92	
4910	Invoice	11/07/2024	SMARTSIGN OBJECT MARKR, LETTER KITS-	0.00	561.10	
5217	Invoice	11/07/2024	WIRE & CABLE WIRNG INCLSV PLYGRND LI	0.00	1,705.00	
7511	Invoice	11/07/2024	ALL VALLEYBALL BALL CAGE, VOLLEYBALL	0.00	768.87	
814	Invoice	10/09/2024	TOMO PRE-EMPLYMNT SCREEN L. O'NEIL	0.00	56.65	
884	Invoice	11/07/2024	MASTERS PLMBNG MANHOLE RINGS & LI	0.00	927.00	
895	Invoice	10/09/2024	PROCARE CAMP ATTENDANCE SOFTWARE	0.00	79.00	
919	Invoice	10/09/2024	SAMS COFFEE,BTRYS,TRSH BGS,HND SP-G	0.00	100.20	
9-23	Invoice	10/09/2024	POSTMASTER STAMPS - ALL	0.00	292.00	
CH	Invoice	10/09/2024	GFOA MEMBRSH P DUES C HALVERSON-G	0.00	75.00	
CR-03996	Credit Memo	11/04/2024	ALL VOLLEYBALL DISCONTINUED ITEM - P	0.00	-43.07	
CRWN	Invoice	10/09/2024	CRWN AWRDS COSTUME CNTEST MDLS D	0.00	19.36	
JG	Invoice	10/09/2024	MOCFOA REGIONAL CONFERENCE J. GA	0.00	135.00	
MML	Invoice	10/09/2024	MML SW REG MEET J. GARGUS - GEN	0.00	20.00	
NATL GFOA	Invoice	10/09/2024	GFOA NATL MEMBRSH P DUES C HALVERS	0.00	170.00	
POSTAGE	Invoice	10/24/2024	STAMPS.COM POSTAGE-ALL	0.00	100.00	
SMRTSGN	Invoice	11/30/2024	SMARTSIGN SUPPLIES - STS	0.00	124.55	
SYN	Invoice	10/09/2024	SYNOLOGY DATA OFF-SITE BACKUP ADDTL	0.00	48.97	
EFM100	ENTERPRISE FLEET MANAGEMENT	11/20/2024	Bank Draft	0.00	14,485.31	DFT0002596
110624	Invoice	11/30/2024	VEH & EQUIP LEASES,MAINT - P&D/LAW/	0.00	14,485.31	
TASC	TASC	11/04/2024	Bank Draft	0.00	485.51	DFT0002597
NOV 1 2024	Invoice	11/01/2024	NOV 1 2024 GROUP FLEXIBLE SPENDING	0.00	485.51	
COL200	COLONIAL SUPPLEMENTAL INS	11/05/2024	Bank Draft	0.00	18.00	DFT0002598
NOV 2024	Invoice	11/01/2024	NOV 2024 GROUP SUPPLEMENTAL INSUR	0.00	18.00	
MIS350	MISSOURI LAGERS	11/12/2024	Bank Draft	0.00	14,936.00	DFT0002600
OCT 2024	Invoice	10/31/2024	OCT 2024 GROUP RETIREMENT	0.00	14,936.00	
TASC	TASC	11/18/2024	Bank Draft	0.00	485.51	DFT0002601
MOV 15 2024	Invoice	11/15/2024	NOV 15 2024 GROUP FLEXIBLE SPENDING	0.00	485.51	
TASC	TASC	11/29/2024	Bank Draft	0.00	486.74	DFT0002602
NOV 29 2024	Invoice	11/29/2024	NOV 29 2024 GROUP FLEXIBLE SPENDING	0.00	486.74	
DEL106	DELTA DENTAL OF MISSOURI	11/29/2024	Bank Draft	0.00	302.75	DFT0002603
DEC 2024	Invoice	12/01/2024	DEC 2024 GROUP VISION INSURANCE	0.00	302.75	
DEL105	DELTA DENTAL OF MISSOURI	11/29/2024	Bank Draft	0.00	1,599.61	DFT0002604

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Date Range: 11/02/2024 Item # 4.

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount
Payable # DEC 2024	Payable Type Invoice	Post Date 12/01/2024	Payable Description DEC 2024 GROUP DENTAL INSURANCE	Discount Amount 0.00	Payable Amount 1,599.61

Bank Code CITY Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	124	80	0.00	619,135.79
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	89	35	0.00	143,790.44
EFT's	0	0	0.00	0.00
	213	116	0.00	762,926.23

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	124	80	0.00	619,135.79
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	0.00
Bank Drafts	89	35	0.00	143,790.44
EFT's	0	0	0.00	0.00
	213	116	0.00	762,926.23

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH	11/2024	762,926.23
			762,926.23



City of Willard, MO

Check Item # 4.

By Check Number

Date Range: 11/01/2024 - 11/30/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: JIS-JIS TSMP	Treasurer State of MO-POST	11/27/2024	Manual	0.00	41.57	3729
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0031142	Invoice	11/27/2024	TREASURER, STATE OF MO POST FUND	0.00	41.57	
	10-250-81100		POST FUND-COURT		41.57	
WMC100	WILLARD MUNICIPAL COURT	11/27/2024	Manual	0.00	4,892.12	3731
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0031143	Invoice	11/27/2024	MUNICIPAL COURT REVENUE	0.00	4,892.12	
	10-250-44500		TRAFFIC FINES-COURT		4,892.12	
DRCV	Department of Revenue Crime Victims	11/27/2024	Manual	0.00	296.36	3732
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0031144	Invoice	11/27/2024	DEPT OF REVENUE CRIME VICTIMS COMP	0.00	296.36	
	10-250-81000		CVC FEES		296.36	
DORAF	Department of Revenue Auto Fund	11/27/2024	Manual	0.00	290.95	3733
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0031146	Invoice	11/27/2024	DEPT OF REVENUE AUTOMATION FUND	0.00	290.95	
	10-250-80000		COURT AUTOMATION-CO		290.95	
COA100	COAST PROFESSIONAL INC	11/27/2024	Manual	0.00	120.78	3734
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
INV0031147	Invoice	11/27/2024	DEBT COLLECTIONS	0.00	120.78	
	10-250-44500		TRAFFIC FINES-COURT		120.78	

Bank Code JIS Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	5	5	0.00	5,641.78
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	5	5	0.00	5,641.78

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
Manual Checks	5	5	0.00	5,641.78
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<u>5</u>	<u>5</u>	<u>0.00</u>	<u>5,641.78</u>

Fund Summary

Fund	Name	Period	Amount
99	POOLED CASH	11/2024	<u>5,641.78</u>
			5,641.78



City of Willard, MO

Refund Check Register

Refund Check Detail

UBPKT04053 - Refunds 01 UBPKT04051 Regular

Account	Name	Date	Check #	Amount	Code	Receipt	Amount	Type
01-190161-03	WAGNON, MARY & BILL	11/26/2024	50273	50.18			50.18	Generated From Billing
01-500820-03	CERNIOGLO, VICTOR	11/26/2024	50274	61.46			61.46	Generated From Billing
02-000125-11	DURSO, JAMIL	11/26/2024	50275	64.51			64.51	Generated From Billing
02-000400-12	REAVIS, EMILY	11/26/2024	50276	59.25			59.25	Generated From Billing
02-000445-06	WISE, TARESSA	11/26/2024	50277	67.41			67.41	Generated From Billing
02-000485-08	DE BURGH, MORGAN	11/26/2024	50278	9.63			9.63	Generated From Billing
04-017406-10	POLEY, LEONARD	11/26/2024	50279	68.92			68.92	Generated From Billing
04-100114-06	HUFF, MICAH	11/26/2024	50280	46.08			46.08	Generated From Billing
09-083107-01	SMITH, VICTORIA D.	11/26/2024	50281	56.98			56.98	Generated From Billing
09-210540-04	DOTSON, ABIGAIL	11/26/2024	50282	79.49			79.49	Generated From Billing
09-320910-02	CONNOR, CHAD	11/26/2024	50283	84.79			84.79	Generated From Billing
09-650735-06	ELLISON, BRAYDEN	11/26/2024	50284	27.08			27.08	Generated From Billing
09-800008-01	BLEVINS ASPHALT CONSTRUCTION CO	11/26/2024	50285	196.44			196.44	Generated From Billing
Total Refunds: 13				872.22			872.22	

Revenue Code Summary

Revenue Code	Amount
996 - UNAPPLIED CREDITS / REFUNDS	872.22
Revenue Total:	872.22

General Ledger Distribution

Posting Date: 11/26/2024

Fund:	Account Number	Account Name	Posting Amount	IFT
20 - WATER AND SEWER FUND	20-01001	CLAIM ON POOLED CASH - WATER AND SEV	-872.22	Yes
	20-15000	ACCOUNTS RECEIVABLE-WS	872.22	
20 Total:			0.00	
99 - POOLED CASH	99-01000	POOLED CASH - GENERAL	-872.22	
	99-27000	DUE TO OTHER FUNDS	872.22	Yes
99 Total:			0.00	
Distribution Total:			0.00	

Item # 4.

**CITY OF WILLARD
BOARD OF ALDERMEN**



Item # 4.

**AGENDA ITEM #3f
FINANCE DEPARTMENT**

ACTION REQUIRED: APPROVAL REQUESTED

November 2024 Utility Adjustments



City of Willard, MO

Utility Monthly Adjustment Report

Date Range: 11/1/2024 - 11/30/2024

Daily Distribution

Day of the Week: 12				Day 12 Total:			
Type	Count	Amount	Type	Count	Amount	Type	Amount
Revenue Code: 195 - WATER PENALTIES							
Reverse Penalty Adjustment	6	-70.96					
Revenue Code: 495 - SEWER PENALTIES							
Reverse Penalty Adjustment	6	-35.70					
Revenue Code: NON PAYMENT - NON-PAYMENT PENALTY							
Miscellaneous Adjustment	3	150.00					
				Day 12 Total:	43.34		
Day of the Week: 13				Day 13 Total:			
Type	Count	Amount	Type	Count	Amount	Type	Amount
Revenue Code: 195 - WATER PENALTIES							
Reverse Penalty Adjustment	4	-16.16					
Revenue Code: 495 - SEWER PENALTIES							
Reverse Penalty Adjustment	2	-28.54					
				Day 13 Total:	-44.70		
Day of the Week: 14				Day 14 Total:			
Type	Count	Amount	Type	Count	Amount	Type	Amount
Revenue Code: 100 - WATER - RESIDENTIAL							
Reverse Payment Adjustm...	1	26.72					
Revenue Code: 190 - RESIDENTIAL CITY TAX							
Reverse Payment Adjustm...	1	0.53					
Revenue Code: 191 - RESIDENTIAL COUNTY TAX							
Reverse Payment Adjustm...	1	0.10					
Revenue Code: 400 - SEWER - RESIDENTIAL							
Reverse Payment Adjustm...	1	61.03					
Revenue Code: 801 - NSF CHARGES (Adjustment)							
Miscellaneous Adjustment	1	30.00					
				Day 14 Total:	118.38		
Day of the Week: 15				Day 15 Total:			
Type	Count	Amount	Type	Count	Amount	Type	Amount
Revenue Code: 100 - WATER - RESIDENTIAL							
Miscellaneous Adjustment	1	-281.11					
				Day 15 Total:	-281.11		

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Daily Distribution

Day of the Week: 20

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
Revenue Code: 100 - WATER - RESIDENTIAL											
Miscellaneous Adjustment	1	-14.30									
Revenue Code: 400 - SEWER - RESIDENTIAL											
Miscellaneous Adjustment	1	-32.20									
Day 20 Total:											-46.50
Grand Total for Period:											-210.59

Adjustment Type Totals

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
Adjustment Type: MSC - Miscellaneous Count: 7											
100 - WATER - RESIDENTIAL	2	-295.41	400 - SEWER - RESIDENTIAL	1	-32.20	801 - NSF CHARGES (Adjust...	1	30.00	NON PAYMENT - NON-PAY...	3	150.00
Adjustment Type: RPA - Reverse Payment Count: 4											
100 - WATER - RESIDENTIAL	1	26.72	190 - RESIDENTIAL CITY TAX	1	0.53	191 - RESIDENTIAL COUNT...	1	0.10	400 - SEWER - RESIDENTIAL	1	61.03
Adjustment Type: RPN - Reverse Penalty Count: 18											
195 - WATER PENALTIES	10	-87.12	495 - SEWER PENALTIES	8	-64.24						
Grand Total Adjustment Types for Period:											-210.59

Revenue Code Totals By Class

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
Class: CITY RES - CITY RESIDENTIAL											
Revenue Code: 100 - WATER - RESIDENTIAL											
Miscellaneous Adjustment:	2	-295.41	Reverse Payment Adjustme...	1	26.72						
Revenue Code: 190 - RESIDENTIAL CITY TAX											
Reverse Payment Adjustme...	1	0.53									
Revenue Code: 191 - RESIDENTIAL COUNTY TAX											
Reverse Payment Adjustme...	1	0.10									
Revenue Code: 195 - WATER PENALTIES											
Reverse Penalty Adjustment	6	-71.11									
Revenue Code: 400 - SEWER - RESIDENTIAL											
Miscellaneous Adjustment	1	-32.20	Reverse Payment Adjustme...	1	61.03						
Revenue Code: 495 - SEWER PENALTIES											
Reverse Penalty Adjustment	6	-34.69									
Revenue Code: 801 - NSF CHARGES (Adjustment)											
Miscellaneous Adjustment	1	30.00									
Revenue Code: NON PAYMENT - NON-PAYMENT PENALTY											
Miscellaneous Adjustment	3	150.00									
Class CITY RES Total:											-165.03

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Revenue Code Totals By Class

Class: RUR COM - RURAL COMMERCIAL										
Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Count	Amount
Revenue Code: 195 - WATER PENALTIES										
Reverse Penalty Adjustment	1	-10.71								
Revenue Code: 495 - SEWER PENALTIES										
Reverse Penalty Adjustment	1	-25.01								
Class RUR COM Total:										-35.72
Class: RURAL RES - RURAL RESIDENTIAL										
Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Count	Amount
Revenue Code: 195 - WATER PENALTIES										
Reverse Penalty Adjustment	3	-5.30								
Revenue Code: 495 - SEWER PENALTIES										
Reverse Penalty Adjustment	1	-4.54								
Class RURAL RES Total:										-9.84
Grand Total for Period:										-210.59

Revenue Code Totals by Type

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Count	Amount
Revenue Code: 100 - WATER - RESIDENTIAL										
Miscellaneous Adjustment	2	-295.41	Reverse Payment Adjustme...	1	26.72					
Revenue 100 Total:										-268.69
Revenue Code: 190 - RESIDENTIAL CITY TAX										
Reverse Payment Adjustme...	1	0.53								
Revenue 190 Total:										0.53
Revenue Code: 191 - RESIDENTIAL COUNTY TAX										
Reverse Payment Adjustme...	1	0.10								
Revenue 191 Total:										0.10
Revenue Code: 195 - WATER PENALTIES										
Reverse Penalty Adjustment	10	-87.12								
Revenue 195 Total:										-87.12
Revenue Code: 400 - SEWER - RESIDENTIAL										
Miscellaneous Adjustment	1	-32.20	Reverse Payment Adjustme...	1	61.03					
Revenue 400 Total:										28.83
Revenue Code: 495 - SEWER PENALTIES										
Reverse Penalty Adjustment	8	-64.24								
Revenue 495 Total:										-64.24
Revenue Code: 801 - NSF CHARGES (Adjustment)										
Miscellaneous Adjustment	1	30.00								
Revenue 801 Total:										30.00

Item # 4.

Revenue Code Totals by Type

Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
Revenue Code: NON PAYMENT - NON-PAYMENT PENALTY								
Miscellaneous Adjustment	3	150.00						
Revenue NON PAYMENT Total:								150.00
Grand Total Revenue by Type for Period:								-210.59

Totals by Transaction Type

Transaction Type	Count	Amount
Miscellaneous Adjustment	7	-147.61
Reverse Payment Adjustment	1	88.38
Reverse Penalty Adjustment	10	-151.36
Total for Period:	18	-210.59

Totals by Transaction Type and Revenue Code

Transaction Type	Revenue Code	Count	Amount	
Miscellaneous Adjustment	100 - WATER - RESIDENTIAL	2	-295.41	
	400 - SEWER - RESIDENTIAL	1	-32.20	
	801 - NSF CHARGES (Adjustment)	1	30.00	
	NON PAYMENT - NON-PAYMENT PENALTY	3	150.00	
Miscellaneous Adjustment Total:			-147.61	
Reverse Payment Adjustment	100 - WATER - RESIDENTIAL	1	26.72	
	190 - RESIDENTIAL CITY TAX	1	0.53	
	191 - RESIDENTIAL COUNTY TAX	1	0.10	
	400 - SEWER - RESIDENTIAL	1	61.03	
	Reverse Payment Adjustment Total:			88.38
Reverse Penalty Adjustment	195 - WATER PENALTIES	10	-87.12	
	495 - SEWER PENALTIES	8	-64.24	
	Reverse Penalty Adjustment Total:			-151.36
	Total for Period:			-210.59

Totals by Revenue Code

Revenue Code	Count	Amount
100 - WATER - RESIDENTIAL	2	-268.69
190 - RESIDENTIAL CITY TAX	1	0.53
191 - RESIDENTIAL COUNTY TAX	1	0.10
195 - WATER PENALTIES	10	-87.12
400 - SEWER - RESIDENTIAL	1	28.83
495 - SEWER PENALTIES	8	-64.24

Item # 4.

Totals by Revenue Code

Revenue Code	Count	Amount
801 - NSF CHARGES (Adjustment)	1	30.00
NON PAYMENT - NON-PAYMENT PENALTY	3	150.00
Total for Period:	29	-210.59

Revenue Code Totals By Read Group

Read Group	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
Read Group: 01 - Read Group: 01									
Revenue Code: 195 - WATER PENALTIES									
	Reverse Penalty Adjustment	3	-8.56						
Revenue Code: 495 - SEWER PENALTIES									
	Reverse Penalty Adjustment	3	-21.53						
Revenue Code: NON PAYMENT - NON-PAYMENT PENALTY									
	Miscellaneous Adjustment	1	50.00						
									Read Group 01 Total:
									19.91
Read Group: 02 - Read Group: 02									
Revenue Code: NON PAYMENT - NON-PAYMENT PENALTY									
	Miscellaneous Adjustment	1	50.00						
									Read Group 02 Total:
									50.00
Read Group: 03 - Read Group: 03									
Revenue Code: 400 - SEWER - RESIDENTIAL									
	Miscellaneous Adjustment	1	-32.20						
									Read Group 03 Total:
									-32.20
Read Group: 04 - Read Group: 04									
Revenue Code: 195 - WATER PENALTIES									
	Reverse Penalty Adjustment	1	-2.39						
Revenue Code: 495 - SEWER PENALTIES									
	Reverse Penalty Adjustment	1	-6.10						
									Read Group 04 Total:
									-8.49
Read Group: 05 - Read Group: 05									
Revenue Code: 195 - WATER PENALTIES									
	Reverse Penalty Adjustment	1	-1.81						
Revenue Code: 495 - SEWER PENALTIES									
	Reverse Penalty Adjustment	1	-3.53						
									Read Group 05 Total:
									-5.34
Read Group: 06 - Read Group: 06									
Revenue Code: 100 - WATER - RESIDENTIAL									
	Reverse Payment Adjustme...	1	26.72						

Item # 4.

Revenue Code Totals By Read Group

Revenue Code	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
Revenue Code: 190 - RESIDENTIAL CITY TAX											
Reverse Payment Adjustme...	1	0.53									
Revenue Code: 191 - RESIDENTIAL COUNTY TAX											
Reverse Payment Adjustme...	1	0.10									
Revenue Code: 400 - SEWER - RESIDENTIAL											
Reverse Payment Adjustme...	1	61.03									
Revenue Code: 801 - NSF CHARGES (Adjustment)											
Miscellaneous Adjustment	1	30.00									
Read Group 06 Total:											118.38

Read Group: 07 - Read Group: 07	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
Revenue Code: 100 - WATER - RESIDENTIAL												
Miscellaneous Adjustment	1	-14.30										
Revenue Code: NON PAYMENT - NON-PAYMENT PENALTY												
Miscellaneous Adjustment	1	50.00										
Read Group 07 Total:											35.70	

Read Group: 09 - Read Group: 09	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
Revenue Code: 100 - WATER - RESIDENTIAL												
Miscellaneous Adjustment	1	-281.11										
Revenue Code: 195 - WATER PENALTIES												
Reverse Penalty Adjustment	5	-74.36										
Revenue Code: 495 - SEWER PENALTIES												
Reverse Penalty Adjustment	3	-33.08										
Read Group 09 Total:											-388.55	
Grand Total for Period:											-210.59	

Revenue Code Totals By Bill Cycle

Bill Cycle: 01 - Cycle: 01	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount	Type	Count	Amount
Revenue Code: 100 - WATER - RESIDENTIAL												
Miscellaneous Adjustment	2	-295.41										
Revenue Code: 190 - RESIDENTIAL CITY TAX												
Reverse Payment Adjustme...	1	0.53										
Revenue Code: 191 - RESIDENTIAL COUNTY TAX												
Reverse Payment Adjustme...	1	0.10										
Revenue Code: 195 - WATER PENALTIES												
Reverse Penalty Adjustment	10	-87.12										
Revenue Code: 400 - SEWER - RESIDENTIAL												
Miscellaneous Adjustment	1	-32.20										
Revenue Code: 495 - SEWER PENALTIES												
Reverse Penalty Adjustment	8	-64.24										
Revenue Code: 801 - NSF CHARGES (Adjustment)												
Miscellaneous Adjustment	1	30.00										
Read Group 06 Total:											118.38	

Item # 4.

Revenue Code Totals By Bill Cycle

Revenue Code: NON PAYMENT - NON-PAYMENT PENALTY
Miscellaneous Adjustment 3 150.00

Bill Cycle 01 Total: -210.59

Grand Total for Period: -210.59

**CITY OF WILLARD
BOARD OF ALDERMEN**



Item # 9.

**AGENDA ITEM #3b
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 Request

Item # 9.
By Vendor Name

Post Dates 12/19/2024 - 1/10/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Vendor: AMA300 - ALLGEIER, MARTIN & ASSOCIATES, INC					
ALLGEIER, MARTIN & ASSOCIA	05	01/10/2025	94 LS & FM IMPRVMENTS FY2023 CDS GRNT DESGN - S	20-700-95500	14,153.00
ALLGEIER, MARTIN & ASSOCIA	173	01/10/2025	PROF FEES MDWS TRNK SWR - S	20-700-56400	14,803.46
ALLGEIER, MARTIN & ASSOCIA	174	01/10/2025	PROCTOR RD DRAINAGE IMPRVMENTS FSBLTY STDY-P&	10-400-56400	1,921.00
Vendor AMA300 - ALLGEIER, MARTIN & ASSOCIATES, INC Total:					30,877.46
Vendor: REP425 - ALLIED SERVICES, LLC					
ALLIED SERVICES, LLC	334	01/10/2025	RECYCLE CENTER EXP-S	20-700-57200	214.50
ALLIED SERVICES, LLC	603	01/10/2025	TRASH EXP-ALL DEPTS	10-100-62300	94.50
ALLIED SERVICES, LLC	603	01/10/2025	TRASH EXP-ALL DEPTS	10-200-62300	63.00
ALLIED SERVICES, LLC	603	01/10/2025	TRASH EXP-ALL DEPTS	20-600-62300	214.42
ALLIED SERVICES, LLC	603	01/10/2025	TRASH EXP-ALL DEPTS	20-700-62300	214.42
ALLIED SERVICES, LLC	603	01/10/2025	TRASH EXP-ALL DEPTS	30-800-62300	695.41
ALLIED SERVICES, LLC	72	01/10/2025	RECYCLE CENTER-S	20-700-57200	132.83
Vendor REP425 - ALLIED SERVICES, LLC Total:					1,629.08
Vendor: ACS100 - AMAZON CAPITAL SERVICES INC					
AMAZON CAPITAL SERVICES I	139D	01/10/2025	TAILONZ PHEUMATIC, MRKNG WND,PIPE FRZ KIT - W	20-600-52000	719.62
AMAZON CAPITAL SERVICES I	1TLT	01/10/2025	CACUUM PMP, AC REFRIDERANT- STS / S / W	10-300-52000	18.00
AMAZON CAPITAL SERVICES I	1TLT	01/10/2025	CACUUM PMP, AC REFRIDERANT- STS / S / W	20-600-52000	35.99
AMAZON CAPITAL SERVICES I	1TLT	01/10/2025	CACUUM PMP, AC REFRIDERANT- STS / S / W	20-700-52000	36.00
AMAZON CAPITAL SERVICES I	3R1K	01/10/2025	1/4" MINI BALL VLVE - W	20-600-51000	12.28
AMAZON CAPITAL SERVICES I	7YYJ	01/10/2025	NPLE PIPE FTNG, TEE 1/4"	20-600-51000	120.12
AMAZON CAPITAL SERVICES I	QFRY	01/10/2025	NPT, ADPTRS, BUSHINGS - W GAS CAN SPT, GLVES, GARAGE	10-300-50130	27.35
AMAZON CAPITAL SERVICES I	QFRY	01/10/2025	DR SEAL-STS / W / S GAS CAN SPT, GLVES, GARAGE	20-600-50130	54.71
AMAZON CAPITAL SERVICES I	QFRY	01/10/2025	DR SEAL-STS / W / S GAS CAN SPT, GLVES, GARAGE	20-700-50130	54.70
Vendor ACS100 - AMAZON CAPITAL SERVICES INC Total:					1,078.77
Vendor: BVM100 - AMERICAN TRAILER & STORAGE, INC.					
AMERICAN TRAILER & STORA	3499	01/10/2025	STORAGE CONTAINER RENTALS - PKS	30-800-55850	305.00
AMERICAN TRAILER & STORA	3500	01/10/2025	STORAGE CONTAINER RENTAL - PKS	30-800-55850	115.00
Vendor BVM100 - AMERICAN TRAILER & STORAGE, INC. Total:					420.00
Vendor: ACU100 - ANGELA CUNNINGHAM					
ANGELA CUNNINGHAM	4	01/10/2025	PAINT CLASS INSTRUCTION SUPPLIES - PKS	30-800-47100	360.00
Vendor ACU100 - ANGELA CUNNINGHAM Total:					360.00
Vendor: ATT100 - AT&T					
AT&T	SWBT01202411040003	01/10/2025	DAMAGE CAUSED BY CITY (BARWICK & PERSHING STS)-	20-600-51000	1,539.33
Vendor ATT100 - AT&T Total:					1,539.33
Vendor: BRK100 - BROOKS AND ASSOCIATES INC					
BROOKS AND ASSOCIATES INC	30016	01/10/2025	2H-4-0-V-H SOLUTION TUBE - WTR LAB SPLYS - W	20-600-50300	2,359.00
Vendor BRK100 - BROOKS AND ASSOCIATES INC Total:					2,359.00

Expense Approval Report 1

Post Dates: 12/19/2024 - 1/10/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Item # 9.	Amount
Vendor: BUS180 - BUS ANDREWS TRUCK EQUIPMENT INC						
BUS ANDREWS TRUCK EQUIP	W 89361	01/10/2025	SNOWPLOW SIDE HARNESS - FOR REPAIR- STS	10-300-71100		413.64
Vendor BUS180 - BUS ANDREWS TRUCK EQUIPMENT INC Total:						413.64
Vendor: COMMGN - COMMERCE CREDIT CARD SERVICES						
COMMERCE CREDIT CARD SE	12-12-24 USPS	01/10/2025	USPS SANTA LETTERS POSTAGE & STAMPS - PKS	30-800-50750		24.09
COMMERCE CREDIT CARD SE	12-23-24	01/10/2025	STAMPS.COM POSTAGE-ALL	10-100-50750		24.12
COMMERCE CREDIT CARD SE	12-23-24	01/10/2025	STAMPS.COM POSTAGE-ALL	10-200-50750		2.15
COMMERCE CREDIT CARD SE	12-23-24	01/10/2025	STAMPS.COM POSTAGE-ALL	10-250-50750		47.04
COMMERCE CREDIT CARD SE	12-23-24	01/10/2025	STAMPS.COM POSTAGE-ALL	10-400-50750		9.04
COMMERCE CREDIT CARD SE	12-23-24	01/10/2025	STAMPS.COM POSTAGE-ALL	20-600-50750		9.52
COMMERCE CREDIT CARD SE	12-23-24	01/10/2025	STAMPS.COM POSTAGE-ALL	20-700-50750		8.13
COMMERCE CREDIT CARD SE	12-6-24	01/10/2025	PARTY CITY CHRISTMAS ON FRISCO CANDY CANES PKS	30-800-50170		21.00
COMMERCE CREDIT CARD SE	12-6-24 PIZZA HUT	01/10/2025	PIZZA PARENTS NIGHT OUT - PKS	30-800-47100		16.00
COMMERCE CREDIT CARD SE	1-4-25	01/10/2025	AT&T INTERNET SERVICE-W/S	20-600-61050		32.10
COMMERCE CREDIT CARD SE	1-4-25	01/10/2025	AT&T INTERNET SERVICE-W/S	20-700-61050		32.10
COMMERCE CREDIT CARD SE	1-7-25	01/10/2025	STAMPS.COM POSTAGE-ALL	10-100-50750		24.12
COMMERCE CREDIT CARD SE	1-7-25	01/10/2025	STAMPS.COM POSTAGE-ALL	10-200-50750		2.15
COMMERCE CREDIT CARD SE	1-7-25	01/10/2025	STAMPS.COM POSTAGE-ALL	10-250-50750		47.04
COMMERCE CREDIT CARD SE	1-7-25	01/10/2025	STAMPS.COM POSTAGE-ALL	10-400-50750		9.04
COMMERCE CREDIT CARD SE	1-7-25	01/10/2025	STAMPS.COM POSTAGE-ALL	20-600-50750		9.52
COMMERCE CREDIT CARD SE	1-7-25	01/10/2025	STAMPS.COM POSTAGE-ALL	20-700-50750		8.13
COMMERCE CREDIT CARD SE	3664	01/10/2025	GOEDECKE MISC SUPPLIES-ST	10-300-50130		1,110.25
COMMERCE CREDIT CARD SE	7222	01/10/2025	BRIGHTGUY PORTBL PELICAN LGHT REPLC BTRY-STS/W/S	10-300-52000		38.60
COMMERCE CREDIT CARD SE	7222	01/10/2025	BRIGHTGUY PORTBL PELICAN LGHT REPLC BTRY-STS/W/S	20-600-52000		77.20
COMMERCE CREDIT CARD SE	7222	01/10/2025	BRIGHTGUY PORTBL PELICAN LGHT REPLC BTRY-STS/W/S	20-700-52000		77.20
Vendor COMMGN - COMMERCE CREDIT CARD SERVICES Total:						1,628.54
Vendor: CON170 - CONCO COMPANIES						
CONCO COMPANIES	4410	01/10/2025	3/8" COMM STN-SALT CHIP FOR SALT TRUCK - STS	10-300-51000		115.79
CONCO COMPANIES	6964	01/10/2025	CONCRETE LOAD FOR MEW MELVILLE SIDEWALK -STS	10-300-51000		687.75
Vendor CON170 - CONCO COMPANIES Total:						803.54
Vendor: DNS100 - DNS EQUIPMENT LLC						
DNS EQUIPMENT LLC	1789	01/10/2025	SODIUM HYPOCHLORITE- WELL TREATMENT - W	20-600-51000		965.24
Vendor DNS100 - DNS EQUIPMENT LLC Total:						965.24
Vendor: FAD100 - FIRST AYD CORP						
FIRST AYD CORP	646	01/10/2025	MOLY CHAIN & CABLE LUBE - STREET SPLYS - STS	10-300-50130		124.00
FIRST AYD CORP	657	01/10/2025	SALT CHEMICALS FOR SALT TRUCK- STS	10-300-51000		110.86
Vendor FAD100 - FIRST AYD CORP Total:						234.86
Vendor: FRA555 - FIRST RESPONDER OUTFITTERS, INC						
FIRST RESPONDER OUTFITTER	12-2	01/10/2025	UNIFORM ITEMS L. O'NEIL - LAW	10-200-92500		252.00
FIRST RESPONDER OUTFITTER	60-2	01/10/2025	UNIFORM ITEMS C. SMITH - LAW	10-200-92500		507.93
FIRST RESPONDER OUTFITTER	67-2	01/10/2025	UNIFORM ITEMS S COLLETTE- LAW	10-200-92500		12.00
FIRST RESPONDER OUTFITTER	71-2	01/10/2025	UNIFORM ITEMS L. O'NEIL - LAW	10-200-92500		115.98
Vendor FRA555 - FIRST RESPONDER OUTFITTERS, INC Total:						887.91

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Item # 9.	Amount
Vendor: GOTO100 - GOTO COMMUNICATIONS, INC						
GOTO COMMUNICATIONS, IN	6699	01/10/2025	INTERNET-ALL	10-100-61050		118.24
GOTO COMMUNICATIONS, IN	6699	01/10/2025	INTERNET-ALL	10-200-61050		118.24
GOTO COMMUNICATIONS, IN	6699	01/10/2025	INTERNET-ALL	10-250-61050		84.40
GOTO COMMUNICATIONS, IN	6699	01/10/2025	INTERNET-ALL	10-300-61050		87.23
GOTO COMMUNICATIONS, IN	6699	01/10/2025	INTERNET-ALL	10-400-61050		84.40
GOTO COMMUNICATIONS, IN	6699	01/10/2025	INTERNET-ALL	20-600-61050		129.47
GOTO COMMUNICATIONS, IN	6699	01/10/2025	INTERNET-ALL	20-700-61050		129.47
GOTO COMMUNICATIONS, IN	6699	01/10/2025	INTERNET-ALL	30-800-61050		132.29
Vendor GOTO100 - GOTO COMMUNICATIONS, INC Total:						883.74
Vendor: HAR160 - HARRY COOPER SUPPLY COMPANY INC						
HARRY COOPER SUPPLY COM	177.001	01/10/2025	PVC PIPE, GALV CONDUIT, CABLE- 94 LS FAN REPAIR -S	20-700-51000		437.17
Vendor HAR160 - HARRY COOPER SUPPLY COMPANY INC Total:						437.17
Vendor: JEA100 - JENNA ANDERSON						
JENNA ANDERSON	REFUND	01/10/2025	REFUND - PKS	30-800-47300		30.00
Vendor JEA100 - JENNA ANDERSON Total:						30.00
Vendor: LOS200 - LAKELAND OFFICE SYSTEMS INC						
LAKELAND OFFICE SYSTEMS I	8205	01/10/2025	COPIES-ALL	10-100-50700		188.01
LAKELAND OFFICE SYSTEMS I	8205	01/10/2025	COPIES-ALL	10-200-50700		52.89
LAKELAND OFFICE SYSTEMS I	8205	01/10/2025	COPIES-ALL	10-250-50700		38.36
LAKELAND OFFICE SYSTEMS I	8205	01/10/2025	COPIES-ALL	10-400-50700		24.29
LAKELAND OFFICE SYSTEMS I	8205	01/10/2025	COPIES-ALL	20-600-50700		145.94
LAKELAND OFFICE SYSTEMS I	8205	01/10/2025	COPIES-ALL	20-700-50700		145.94
LAKELAND OFFICE SYSTEMS I	8205	01/10/2025	COPIES-ALL	30-800-50700		68.22
Vendor LOS200 - LAKELAND OFFICE SYSTEMS INC Total:						663.65
Vendor: LML100 - LAUBER AND ASSOCIATES MUNICIPAL LAW LLC						
LAUBER AND ASSOCIATES MU	28937	01/10/2025	CITY PROSECUTOR FEES - LAW	10-200-56400		4,314.00
Vendor LML100 - LAUBER AND ASSOCIATES MUNICIPAL LAW LLC Total:						4,314.00
Vendor: LEG250 - LEGALSHIELD						
LEGALSHIELD	12-25-24	01/10/2025	GROUP INS MCCLAIN & SHIPLEY-LAW	10-200-93000		29.90
Vendor LEG250 - LEGALSHIELD Total:						29.90
Vendor: LGE100 - LINDE GAS & EQUIPMENT INC						
LINDE GAS & EQUIPMENT INC	8871	01/10/2025	CARBON DIOXIDE GAS -SHOP SPLY- STS / W / S	10-300-52000		18.30
LINDE GAS & EQUIPMENT INC	8871	01/10/2025	CARBON DIOXIDE GAS -SHOP SPLY- STS / W / S	20-600-52000		36.61
LINDE GAS & EQUIPMENT INC	8871	01/10/2025	CARBON DIOXIDE GAS -SHOP SPLY- STS / W / S	20-700-52000		36.61
Vendor LGE100 - LINDE GAS & EQUIPMENT INC Total:						91.52
Vendor: MATM100 - MATERIALS MANAGEMENT						
MATERIALS MANAGEMENT	5689	01/10/2025	5/8" COMM STONE- STOCK SUPPLY- STS / W / S	10-300-50130		95.97
MATERIALS MANAGEMENT	5689	01/10/2025	5/8" COMM STONE- STOCK SUPPLY- STS / W / S	20-600-50130		191.95
MATERIALS MANAGEMENT	5689	01/10/2025	5/8" COMM STONE- STOCK SUPPLY- STS / W / S	20-700-50130		191.94
Vendor MATM100 - MATERIALS MANAGEMENT Total:						479.86
Vendor: MPI150 - MELTON PROPANE, INC.						
MELTON PROPANE, INC.	46568	01/10/2025	PROPANE POLICE STATION - LAW	10-200-62100		364.37
Vendor MPI150 - MELTON PROPANE, INC. Total:						364.37
Vendor: MID125 - MIDWEST METER INC						
MIDWEST METER INC	349	01/10/2025	(100) WATER METERS - W	20-600-52500		15,905.69
MIDWEST METER INC	350	01/10/2025	(200) WATER METERS - W	20-600-52500		31,811.38
Vendor MID125 - MIDWEST METER INC Total:						47,717.07

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Item # 9.	5
Vendor: MCL100 - MISSION COMMUNICATIONS LLC						
MISSION COMMUNICATIONS	224	01/10/2025	MYDRO LCD - REPAIRS FOR MEADOWS WELL 1 - W	20-600-51000		165.00
Vendor MCL100 - MISSION COMMUNICATIONS LLC Total:						165.00
Vendor: MOC100 - MISSOURI ONE CALL SYSTEM, INC						
MISSOURI ONE CALL SYSTEM,	322	01/10/2025	PROF LOCATE FEES-W/S	20-600-56400		47.93
MISSOURI ONE CALL SYSTEM,	322	01/10/2025	PROF LOCATE FEES-W/S	20-700-56400		47.92
Vendor MOC100 - MISSOURI ONE CALL SYSTEM, INC Total:						95.85
Vendor: MMET100 - MMET INC						
MMET INC	697	01/10/2025	WATER TESTING FEE - W	20-600-50200		28.00
MMET INC	879	01/10/2025	WATER TESTING FEE - W	20-600-50200		28.00
MMET INC	880	01/10/2025	WATER TESTING FEE	20-600-50200		28.00
MMET INC	947	01/10/2025	WATER SAMPLE TESTING FEE - W	20-600-50200		28.00
Vendor MMET100 - MMET INC Total:						112.00
Vendor: HYP100 - NITEL LLC						
NITEL LLC	487	01/10/2025	INTERNET-ALL	10-100-61050		98.02
NITEL LLC	487	01/10/2025	INTERNET-ALL	10-200-61050		98.02
NITEL LLC	487	01/10/2025	INTERNET-ALL	10-250-61050		69.96
NITEL LLC	487	01/10/2025	INTERNET-ALL	10-300-61050		72.31
NITEL LLC	487	01/10/2025	INTERNET-ALL	10-400-61050		69.96
NITEL LLC	487	01/10/2025	INTERNET-ALL	20-600-61050		107.32
NITEL LLC	487	01/10/2025	INTERNET-ALL	20-700-61050		107.32
NITEL LLC	487	01/10/2025	INTERNET-ALL	30-800-61050		109.68
Vendor HYP100 - NITEL LLC Total:						732.59
Vendor: NOR100 - NORTON POWER SYSTEMS INC						
NORTON POWER SYSTEMS IN	676	01/10/2025	ON SITE GENERATOR MAINT & REPAIRS - W /S	20-600-71100		1,804.50
NORTON POWER SYSTEMS IN	676	01/10/2025	ON SITE GENERATOR MAINT & REPAIRS - W /S	20-700-71100		1,804.50
NORTON POWER SYSTEMS IN	759	01/10/2025	GENERATOR REPAIRS & LABOR- W / S	20-600-71100		264.75
NORTON POWER SYSTEMS IN	759	01/10/2025	GENERATOR REPAIRS & LABOR- W / S	20-700-71100		264.75
Vendor NOR100 - NORTON POWER SYSTEMS INC Total:						4,138.50
Vendor: OIS160 - ONLINE INFORMATION SERVICES INC						
ONLINE INFORMATION SERVI	720	01/10/2025	UTIL EXCHG REPORT-W/S	20-600-56400		41.44
ONLINE INFORMATION SERVI	720	01/10/2025	UTIL EXCHG REPORT-W/S	20-700-56400		41.44
Vendor OIS160 - ONLINE INFORMATION SERVICES INC Total:						82.88
Vendor: ORE145 - O'REILLY AUTOMOTIVE, INC						
O'REILLY AUTOMOTIVE, INC	146	01/10/2025	DEICER, DSL TREAT, GL-WIPER FLD- SHP SPLY-STs/W/S	10-300-50130		24.40
O'REILLY AUTOMOTIVE, INC	146	01/10/2025	DEICER, DSL TREAT, GL-WIPER FLD- SHP SPLY-STs/W/S	20-600-50130		48.80
O'REILLY AUTOMOTIVE, INC	146	01/10/2025	DEICER, DSL TREAT, GL-WIPER FLD- SHP SPLY-STs/W/S	20-700-50130		48.80
O'REILLY AUTOMOTIVE, INC	193	01/10/2025	STRING INSRT-TIRE PLUGS FOR SHOP-STs / W / S	10-300-50130		2.70
O'REILLY AUTOMOTIVE, INC	193	01/10/2025	STRING INSRT-TIRE PLUGS FOR SHOP-STs / W / S	20-600-50130		5.39
O'REILLY AUTOMOTIVE, INC	193	01/10/2025	STRING INSRT-TIRE PLUGS FOR SHOP-STs / W / S	20-700-50130		5.40
O'REILLY AUTOMOTIVE, INC	216	01/10/2025	FUEL CAP FOR #117 WTR TRUCK - W	20-600-71000		8.45
O'REILLY AUTOMOTIVE, INC	241	01/10/2025	10.7OZ STRTFD - SHOP SPLYs - STs / W / S	10-300-50130		1.36
O'REILLY AUTOMOTIVE, INC	241	01/10/2025	10.7OZ STRTFD - SHOP SPLYs - STs / W / S	20-600-50130		2.71
O'REILLY AUTOMOTIVE, INC	241	01/10/2025	10.7OZ STRTFD - SHOP SPLYs - STs / W / S	20-700-50130		2.72

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Item # 9.	Amount
O'REILLY AUTOMOTIVE, INC	741	01/10/2025	QT-BAR OIL - SHOP SPLY - STS / S / W	10-300-50130		1.60
O'REILLY AUTOMOTIVE, INC	741	01/10/2025	QT-BAR OIL - SHOP SPLY - STS / S / W	20-600-50130		3.19
O'REILLY AUTOMOTIVE, INC	741	01/10/2025	QT-BAR OIL - SHOP SPLY - STS / S / W	20-700-50130		3.20
O'REILLY AUTOMOTIVE, INC	909	01/10/2025	BATTERY FOR BACKHOE - STS / W / S	10-300-71100		40.71
O'REILLY AUTOMOTIVE, INC	909	01/10/2025	BATTERY FOR BACKHOE - STS / W / S	20-600-71100		81.43
O'REILLY AUTOMOTIVE, INC	909	01/10/2025	BATTERY FOR BACKHOE - STS / W / S	20-700-71100		81.42
Vendor ORE145 - O'REILLY AUTOMOTIVE, INC Total:						362.28
Vendor: OZA255 - OZARKS COCA COLA						
OZARKS COCA COLA	8328	01/10/2025	CONCESSIONS - PKS	30-800-50200		168.00
Vendor OZA255 - OZARKS COCA COLA Total:						168.00
Vendor: RAN175 - RANDALL A. BROWN						
RANDALL A. BROWN	1-9-25	01/10/2025	BLDG INSPECTIONS & ZONING CONSLT - P&D	10-400-56450		720.00
Vendor RAN175 - RANDALL A. BROWN Total:						720.00
Vendor: REC200 - RECDESK LLC						
RECDESK LLC	417	01/10/2025	ANNUAL SOFTWARE SUBSCRIPTION-PKS	30-800-57400		6,200.00
Vendor REC200 - RECDESK LLC Total:						6,200.00
Vendor: REX380 - REX SMITH OIL CO.						
REX SMITH OIL CO.	CR BAL	12/27/2024	CREDIT TO OFFSET CREDIT BA	20-700-70100		-5.00
Vendor REX380 - REX SMITH OIL CO. Total:						-5.00
Vendor: LIN200 - ROTA L. STONEHOUSE						
ROTA L. STONEHOUSE	3024	01/10/2025	DATA COMPILATION-GEN/CT/LAW/PW	10-100-55600		30.00
ROTA L. STONEHOUSE	3024	01/10/2025	DATA COMPILATION-GEN/CT/LAW/PW	10-200-55600		15.00
ROTA L. STONEHOUSE	3024	01/10/2025	DATA COMPILATION-GEN/CT/LAW/PW	10-250-56400		15.00
ROTA L. STONEHOUSE	3024	01/10/2025	DATA COMPILATION-GEN/CT/LAW/PW	20-700-55600		30.00
Vendor LIN200 - ROTA L. STONEHOUSE Total:						90.00
Vendor: SAS150 - SASCO PAVEMENT COATING, INC.						
SASCO PAVEMENT COATING, I	350	01/10/2025	STAR STA-FLEX CRACK FILLER-HOLE RPR JACKSON - STS	10-300-51000		68.75
Vendor SAS150 - SASCO PAVEMENT COATING, INC. Total:						68.75
Vendor: SPS150 - SCHENDEL PEST SERVICES						
SCHENDEL PEST SERVICES	823	01/10/2025	PEST CONTROL-ALL	10-100-50130		25.00
SCHENDEL PEST SERVICES	823	01/10/2025	PEST CONTROL-ALL	10-200-50130		35.00
SCHENDEL PEST SERVICES	823	01/10/2025	PEST CONTROL-ALL	10-250-50130		5.00
SCHENDEL PEST SERVICES	823	01/10/2025	PEST CONTROL-ALL	10-300-50130		10.00
SCHENDEL PEST SERVICES	823	01/10/2025	PEST CONTROL-ALL	10-400-50130		5.00
SCHENDEL PEST SERVICES	823	01/10/2025	PEST CONTROL-ALL	20-600-50130		30.00
SCHENDEL PEST SERVICES	823	01/10/2025	PEST CONTROL-ALL	20-700-50130		30.00
SCHENDEL PEST SERVICES	823	01/10/2025	PEST CONTROL-ALL	30-800-50130		40.00
Vendor SPS150 - SCHENDEL PEST SERVICES Total:						180.00
Vendor: SCH175 - SCHULTE SUPPLY, INC.						
SCHULTE SUPPLY, INC.	42.001	01/10/2025	33x33 HDPE SHEET, HDPE RAINSTOPPER-- S	20-700-51000		2,640.00
Vendor SCH175 - SCHULTE SUPPLY, INC. Total:						2,640.00
Vendor: SCU425 - SCURLOCK INDUSTRIES						
SCURLOCK INDUSTRIES	761	01/10/2025	1.5"X3.5' RAM NEK - AB/MEW MELVILLE SDWLK - STS	10-300-51000		496.00
Vendor SCU425 - SCURLOCK INDUSTRIES Total:						496.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Item # 9.	Amount
Vendor: SESAC - SESAC, LLC						
SESAC, LLC	2025	01/10/2025	MUSIC PERFORMANCE LICENSE-PKS	30-800-55800		610.00
					Vendor SESAC - SESAC, LLC Total:	610.00
Vendor: MSU200 - SOUTHWEST MISSOURI COUNCIL OF GOVERNMENTS						
SOUTHWEST MISSOURI COUN	2025	01/10/2025	MEMBERSHIP DUES 2025-GE	10-100-55800		1,500.00
					Vendor MSU200 - SOUTHWEST MISSOURI COUNCIL OF GOVERNMENTS Total:	1,500.00
Vendor: SPR275 - SPRINGFIELD WINWATER WORKS CO						
SPRINGFIELD WINWATER WO	173	01/10/2025	262-0006912-00 FUL CIRCLE-W	20-600-51000		411.22
SPRINGFIELD WINWATER WO	2899	01/10/2025	PVC METER PIT, BASE RING, MTR LID-WTR REPAIR - W	20-600-51000		2,831.48
SPRINGFIELD WINWATER WO	3013	01/10/2025	MANHOLE COVER HOOKS - S	20-700-51000		104.22
SPRINGFIELD WINWATER WO	3040	01/10/2025	8X20 C900 DR18 GJ, SOLID SLEEVE, PVC MEGALUG- W	20-600-51000		2,662.24
SPRINGFIELD WINWATER WO	529	01/10/2025	2" MVR METER, SM25F20T MNPT- WTR	20-600-51000		2,538.84
SPRINGFIELD WINWATER WO	591	01/10/2025	19210 MAX 6 ADPT - S	20-700-51000		190.60
SPRINGFIELD WINWATER WO	637.02	01/10/2025	22 3/4 COUPLINGS CTSXCTS NL- WTR RESTOCK - W	20-600-50130		291.00
SPRINGFIELD WINWATER WO	638.02	01/10/2025	COUPLINGS STSXPVC NL - WTR RESTOCK - W	20-600-50130		341.04
SPRINGFIELD WINWATER WO	819	01/10/2025	3/4X200 250# CTS P-CORE 4710 - WTR RESTOCK - W	20-600-50130		72.00
SPRINGFIELD WINWATER WO	820	01/10/2025	PVC GASKET JOINTS - WTR RESTOCK -W	20-600-50130		622.40
SPRINGFIELD WINWATER WO	899	01/10/2025	SS FC RPR CLAMP, 6" HP COUPLINGS- WTR RESTOCK -	20-600-50130		1,065.62
SPRINGFIELD WINWATER WO	902	01/10/2025	HYMAX COUPLINGS-GEN VILLAGE BORE LEAK - W	20-600-51000		1,103.16
SPRINGFIELD WINWATER WO	910	01/10/2025	104-0609-12X07CC TAP - W	20-600-51000		552.24
SPRINGFIELD WINWATER WO	931	01/10/2025	4" MUSHROOM VALVES - WTR RESTOCK - W	20-600-50130		28.26
					Vendor SPR275 - SPRINGFIELD WINWATER WORKS CO Total:	12,814.32
Vendor: SPR200 - SPRINGFIELD-GREENE COUNTY HEALTH DEPARTMENT						
SPRINGFIELD-GREENE COUNT	425	01/10/2025	WATER SAMPLE TESTING - W	20-600-50200		143.00
					Vendor SPR200 - SPRINGFIELD-GREENE COUNTY HEALTH DEPARTMENT Total:	143.00
Vendor: STE300 - STATE TRACTOR & EQUIPMENT CO., INC						
STATE TRACTOR & EQUIPMEN	706	01/10/2025	FUEL FLTR, OIL FLTR, AIR FLTR-SERV SKDSTR-ST5/W/S	10-300-71100		152.16
STATE TRACTOR & EQUIPMEN	706	01/10/2025	FUEL FLTR, OIL FLTR, AIR FLTR-SERV SKDSTR-ST5/W/S	20-600-71100		304.31
STATE TRACTOR & EQUIPMEN	706	01/10/2025	FUEL FLTR, OIL FLTR, AIR FLTR-SERV SKDSTR-ST5/W/S	20-700-71100		304.32
					Vendor STE300 - STATE TRACTOR & EQUIPMENT CO., INC Total:	760.79
Vendor: TRH100 - TREVOR HOFFMAN						
TREVOR HOFFMAN	DEC	01/10/2025	REIM CELL PHONE DEC - STS/W/S	10-300-61000		10.00
TREVOR HOFFMAN	DEC	01/10/2025	REIM CELL PHONE DEC - STS/W/S	20-600-61000		20.00
TREVOR HOFFMAN	DEC	01/10/2025	REIM CELL PHONE DEC - STS/W/S	20-700-61000		20.00
					Vendor TRH100 - TREVOR HOFFMAN Total:	50.00
Vendor: WSP100 - TURN 2 APPAREL LLC						
TURN 2 APPAREL LLC	14071	01/10/2025	VOLLEYBALL SHIRTS - PKS	30-800-50150		313.60
TURN 2 APPAREL LLC	14501	01/10/2025	BASKETBALL SHIRTS - PKS	30-800-50150		856.80
					Vendor WSP100 - TURN 2 APPAREL LLC Total:	1,170.40
Vendor: TYL100 - TYLER TECHNOLOGIES INC						
TYLER TECHNOLOGIES INC	1297	01/10/2025	UTIL BILLING NOTIFICATIONS-W/S	20-600-57400		332.20

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Post Dates: 12/19/2024 - 1/10/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Item # 9.	Amount
TYLER TECHNOLOGIES INC	1297	01/10/2025	UTIL BILLING NOTIFICATIONS- W/S	20-700-57400		332.20
Vendor TYL100 - TYLER TECHNOLOGIES INC Total:						664.40
Vendor: WLU100 - VALVOLINE EXPRESS CARE						
VALVOLINE EXPRESS CARE	12-18-24	01/10/2025	OIL CHNG W/ TIRE ROTATE 2021 FORD F-150 - LAW	10-200-71000		72.97
Vendor WLU100 - VALVOLINE EXPRESS CARE Total:						72.97
Vendor: VDS100 - VDS VISION LLC						
VDS VISION LLC	1610	01/10/2025	IT SERVICES-ALL	10-100-56400		288.00
VDS VISION LLC	1610	01/10/2025	IT SERVICES-ALL	10-200-56400		144.00
VDS VISION LLC	1610	01/10/2025	IT SERVICES-ALL	10-250-56400		36.00
VDS VISION LLC	1610	01/10/2025	IT SERVICES-ALL	10-300-56400		36.00
VDS VISION LLC	1610	01/10/2025	IT SERVICES-ALL	10-400-56400		72.00
VDS VISION LLC	1610	01/10/2025	IT SERVICES-ALL	20-600-56400		288.00
VDS VISION LLC	1610	01/10/2025	IT SERVICES-ALL	20-700-56400		288.00
VDS VISION LLC	1610	01/10/2025	IT SERVICES-ALL	30-800-56400		288.00
VDS VISION LLC	1612	01/10/2025	IT SERVICES-ALL	10-100-56400		288.00
VDS VISION LLC	1612	01/10/2025	IT SERVICES-ALL	10-200-56400		144.00
VDS VISION LLC	1612	01/10/2025	IT SERVICES-ALL	10-250-56400		36.00
VDS VISION LLC	1612	01/10/2025	IT SERVICES-ALL	10-300-56400		36.00
VDS VISION LLC	1612	01/10/2025	IT SERVICES-ALL	10-400-56400		72.00
VDS VISION LLC	1612	01/10/2025	IT SERVICES-ALL	20-600-56400		288.00
VDS VISION LLC	1612	01/10/2025	IT SERVICES-ALL	20-700-56400		288.00
VDS VISION LLC	1612	01/10/2025	IT SERVICES-ALL	30-800-56400		288.00
Vendor VDS100 - VDS VISION LLC Total:						2,880.00
Vendor: VER100 - VERIZON WIRELESS						
VERIZON WIRELESS	3151	01/10/2025	INTERNET/CELL PHONES, EQUIP - ALL	10-100-61050		80.09
VERIZON WIRELESS	3151	01/10/2025	INTERNET/CELL PHONES, EQUIP - ALL	10-200-61000		121.21
VERIZON WIRELESS	3151	01/10/2025	INTERNET/CELL PHONES, EQUIP - ALL	10-200-61050		160.13
VERIZON WIRELESS	3151	01/10/2025	INTERNET/CELL PHONES, EQUIP - ALL	10-300-61000		16.06
VERIZON WIRELESS	3151	01/10/2025	INTERNET/CELL PHONES, EQUIP - ALL	10-400-61000		40.38
VERIZON WIRELESS	3151	01/10/2025	INTERNET/CELL PHONES, EQUIP - ALL	20-600-61000		32.17
VERIZON WIRELESS	3151	01/10/2025	INTERNET/CELL PHONES, EQUIP - ALL	20-700-61000		32.29
VERIZON WIRELESS	3151	01/10/2025	INTERNET/CELL PHONES, EQUIP - ALL	30-800-61000		85.81
VERIZON WIRELESS	3151	01/10/2025	INTERNET/CELL PHONES, EQUIP - ALL	30-800-61050		40.02
Vendor VER100 - VERIZON WIRELESS Total:						608.16
Vendor: AMK100 - VESTIS						
VESTIS	277	01/10/2025	PW DEPT UNIFORM SERVICE - STS / W / S	10-300-92500		16.79
VESTIS	277	01/10/2025	PW DEPT UNIFORM SERVICE - STS / W / S	20-600-92500		33.59
VESTIS	277	01/10/2025	PW DEPT UNIFORM SERVICE - STS / W / S	20-700-92500		33.59
VESTIS	463	01/10/2025	PW DEPT UNIFORM SERVICE - STS / S / W	10-300-92500		16.79
VESTIS	463	01/10/2025	PW DEPT UNIFORM SERVICE - STS / S / W	20-600-92500		33.59
VESTIS	463	01/10/2025	PW DEPT UNIFORM SERVICE - STS / S / W	20-700-92500		33.59
VESTIS	515	01/10/2025	PW DEPT UNIFORM SERVICE - STS / W / S	10-300-92500		16.79

Expense Approval Report 1

Post Dates: 12/19/2024 - 12/31/2024

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Item # 9.	Amount
VESTIS	515	01/10/2025	PW DEPT UNIFORM SERVICE - STS / W / S	20-600-92500		33.59
VESTIS	515	01/10/2025	PW DEPT UNIFORM SERVICE - STS / W / S	20-700-92500		33.59
VESTIS	675	01/10/2025	PW DEPT UNIFORM SERVICE - STS / W / S	10-300-92500		16.79
VESTIS	675	01/10/2025	PW DEPT UNIFORM SERVICE - STS / W / S	20-600-92500		33.59
VESTIS	675	01/10/2025	PW DEPT UNIFORM SERVICE - STS / W / S	20-700-92500		33.59
					Vendor AMK100 - VESTIS Total:	335.88
Vendor: WRI110 - WEX BANK						
WEX BANK	9646	01/10/2025	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S/P&D	10-200-70000		1,333.74
WEX BANK	9646	01/10/2025	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S/P&D	10-300-70000		413.18
WEX BANK	9646	01/10/2025	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S/P&D	10-400-70000		19.01
WEX BANK	9646	01/10/2025	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S/P&D	20-600-70000		833.97
WEX BANK	9646	01/10/2025	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S/P&D	20-700-70000		833.97
WEX BANK	9646	01/10/2025	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S/P&D	30-800-70000		515.00
WEX BANK	9646	01/10/2025	VEH AND EQUIP FUEL-LAW/PKS/STS/W/S/P&D	30-800-70100		275.88
					Vendor WRI110 - WEX BANK Total:	4,224.75
Vendor: WTV100 - WILLARD HOME CENTER LLC						
WILLARD HOME CENTER LLC	215	01/10/2025	CONCRETE STAKES- AB / NEW MELVILLE SDWLK PROJ-STS	10-300-51000		86.33
WILLARD HOME CENTER LLC	220	01/10/2025	3M HOME DUST MASK - SHP SPLY- STS / W / S	10-300-50130		2.80
WILLARD HOME CENTER LLC	220	01/10/2025	3M HOME DUST MASK - SHP SPLY- STS / W / S	20-600-50130		5.59
WILLARD HOME CENTER LLC	220	01/10/2025	3M HOME DUST MASK - SHP SPLY- STS / W / S	20-700-50130		5.59
WILLARD HOME CENTER LLC	240	01/10/2025	12/3 PROSTAR CORD 25' REPLACEMENT- STS	10-300-52000		27.89
WILLARD HOME CENTER LLC	297	01/10/2025	MISC BOLTS, RED PEX STICK - W	20-600-51000		14.63
WILLARD HOME CENTER LLC	325	01/10/2025	15A WHT SELF TEST GFCI	20-700-51000		26.09
WILLARD HOME CENTER LLC	363	01/10/2025	TROWEL, MAG FLT, GDN SPDE -AB/NEW MELVLE SDWK-STS	10-300-51000		72.42
WILLARD HOME CENTER LLC	431	01/10/2025	POLY TUBE - DOG HOUSE MAINT - S	20-700-51000		4.95
WILLARD HOME CENTER LLC	437	01/10/2025	NONTOX DUST MASK- SHP SPLY - STS / W / S	10-300-50130		3.19
WILLARD HOME CENTER LLC	437	01/10/2025	NONTOX DUST MASK- SHP SPLY - STS / W / S	20-600-50130		6.39
WILLARD HOME CENTER LLC	437	01/10/2025	NONTOX DUST MASK- SHP SPLY - STS / W / S	20-700-50130		6.38
WILLARD HOME CENTER LLC	456	01/10/2025	4 1/2" x .045" METAL CUTTING - W	20-600-51000		5.37
WILLARD HOME CENTER LLC	476	01/10/2025	10'x1" TIE DOWN - FOR SALT SPREADER - STS	10-300-51000		26.08
WILLARD HOME CENTER LLC	543	01/10/2025	4OZ RUBBER CEMENT - W	20-600-51000		2.96
WILLARD HOME CENTER LLC	6015	01/10/2025	1GAL MD TANK SPRAYER - STS	10-300-50130		17.99
WILLARD HOME CENTER LLC	6082	01/10/2025	HYDROFLECT GLOVES, PLUG FOR WELL HEATER - W	20-600-50130		42.48
WILLARD HOME CENTER LLC	778	01/10/2025	MISC SCREW- SEWER MAINT - S	20-700-51000		17.59
WILLARD HOME CENTER LLC	797	01/10/2025	VINYL STL HAMMER- AB SDWLK PROJECT - STS	10-300-52000		31.49

Expense Approval Report 1

Post Dates: 12/19/2024 - 1/10/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Item # 9.	Amount
WILLARD HOME CENTER LLC	869	01/10/2025	MM 1/4" RND HEAD	20-700-51000		18.44
WILLARD HOME CENTER LLC	870	01/10/2025	RATCHET, MISC ROPE- LAGOO			
WILLARD HOME CENTER LLC	952	01/10/2025	UPS SHPNG CHG - ERT	20-600-50750		21.97
WILLARD HOME CENTER LLC	9890	01/10/2025	WARRANTY RETURN			
WILLARD HOME CENTER LLC	9890	01/10/2025	FPT ADAPTER, HEX BUSHING,	20-600-51000		53.22
WILLARD HOME CENTER LLC	9890	01/10/2025	SNAP DRAIN TEE- W			
WILLARD HOME CENTER LLC	9890	01/10/2025	UTILITY MILKHOUSE HEATER-	20-600-51000		24.99
WILLARD HOME CENTER LLC	9890	01/10/2025	TOWER - W			
Vendor WTV100 - WILLARD HOME CENTER LLC Total:						524.83
Grand Total:						140,815.00

Fund Summary

Fund	Expense Amount
10 - GENERAL FUND	18,706.02
20 - WATER AND SEWER FUND	110,551.18
30 - PARKS FUND	11,557.80
Grand Total:	140,815.00

Account Summary

Account Number	Account Name	Expense Amount
10-100-50130	SUPPLIES-GCG	25.00
10-100-50700	OFFICE SUPPLIES-GCG	188.01
10-100-50750	POSTAGE-GCG	48.24
10-100-55600	CONTRACT LABOR-GCG	30.00
10-100-55800	DUES AND SUBSCRIPTIO	1,500.00
10-100-56400	PROFESSIONAL-GCG	576.00
10-100-61050	INTERNET-GCG	296.35
10-100-62300	UTILITIES OTHER-GCG	94.50
10-200-50130	SUPPLIES-LAW	35.00
10-200-50700	OFFICE SUPPLIES-LAW	52.89
10-200-50750	POSTAGE-LAW	4.30
10-200-55600	CONTRACT LABOR-LAW	15.00
10-200-56400	PROFESSIONAL-LAW	4,602.00
10-200-61000	TELEPHONE-LAW	121.21
10-200-61050	INTERNET-LAW	376.39
10-200-62100	UTILITIES GAS-LAW	364.37
10-200-62300	UTILITIES OTHER-LAW	63.00
10-200-70000	VEHICLE EXPENSES FUEL	1,333.74
10-200-71000	VEHICLE REPAIR & MAIN	72.97
10-200-92500	UNIFORMS-LAW	887.91
10-200-93000	GROUP INSURANCE-LA	29.90
10-250-50130	SUPPLIES-COURT	5.00
10-250-50700	OFFICE SUPPLIES-COURT	38.36
10-250-50750	POSTAGE-COURT	94.08
10-250-56400	PROFESSIONAL-COURT	87.00
10-250-61050	INTERNET-COURT	154.36
10-300-50130	SUPPLIES-STREETS	1,421.61
10-300-51000	REPAIRS AND MAINTEN	1,663.98
10-300-52000	SUPPLIES SMALL EQUIP	134.28
10-300-56400	PROFESSIONAL-STREETS	72.00
10-300-61000	TELEPHONE-STREETS	26.06
10-300-61050	INTERNET-STREETS	159.54
10-300-70000	VEHICLE EXPENSE FUEL-	413.18
10-300-71100	EQUIPMENT REPAIR &	606.51
10-300-92500	UNIFORMS-STREETS	67.16
10-400-50130	SUPPLIES-P&D	5.00
10-400-50700	OFFICE SUPPLIES-P&D	24.29
10-400-50750	POSTAGE-P&D	18.08
10-400-56400	PROFESSIONAL-P&D	2,065.00
10-400-56450	CONTRACT SERVICES/SE	720.00
10-400-61000	TELEPHONE-P&D	40.38
10-400-61050	INTERNET-P&D	154.36
10-400-70000	VEHICLE EXPENSE FUEL-	19.01
20-600-50130	SUPPLIES-WATER	2,811.53
20-600-50200	LABORATORY FEES-WAT	255.00
20-600-50300	LABORATORY SUPPLIES-	2,359.00
20-600-50700	OFFICE SUPPLIES-WATER	145.94
20-600-50750	POSTAGE-WATER	41.01
20-600-51000	REPAIRS AND MAINTEN	13,002.32
20-600-52000	SUPPLIES SMALL EQUIP	869.42

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Account Summary

Account Number	Account Name	Expense Amount
20-600-52500	METER REPLACEMENT-	47,717.07
20-600-56400	PROFESSIONAL-WATER	665.37
20-600-57400	EQUIPMENT/SOFTWARE	332.20
20-600-61000	TELEPHONE WATER	52.17
20-600-61050	INTERNET-WATER	268.89
20-600-62300	UTILITIES OTHER-WATER	214.42
20-600-70000	VEHICLE EXPENSE FUEL-	833.97
20-600-71000	VEHICLE REPAIR & MAIN	8.45
20-600-71100	EQUIPMENT REPAIR &	2,454.99
20-600-92500	UNIFORMS-WATER	134.36
20-700-50130	SUPPLIES-SEWER	348.73
20-700-50700	OFFICE SUPPLIES-SEWER	145.94
20-700-50750	POSTAGE-SEWER	16.26
20-700-51000	REPAIRS AND MAINTEN	3,439.06
20-700-52000	SUPPLIES SMALL EQUIP	149.81
20-700-55600	CONTRACT LABOR-SEWE	30.00
20-700-56400	PROFESSIONAL-SEWER	15,468.82
20-700-57200	RECYCLE CENTER EXPEN	347.33
20-700-57400	EQUIPMENT/SOFTWARE	332.20
20-700-61000	TELEPHONE-SEWER	52.29
20-700-61050	INTERNET-SEWER	268.89
20-700-62300	UTILITIES OTHER-SEWER	214.42
20-700-70000	VEHICLE EXPENSE FUEL-	833.97
20-700-70100	EQUIPMENT FUEL-SEWE	-5.00
20-700-71100	EQUIPMENT REPAIR &	2,454.99
20-700-92500	UNIFORMS-SEWER	134.36
20-700-95500	CAPITAL ASSET EQUIPM	14,153.00
30-800-47100	YOUTH PROGRAMS-PKS	376.00
30-800-47300	YOUTH SPORTS-PKS	30.00
30-800-50130	SUPPLIES GENERAL-PKS	40.00
30-800-50150	SUPPLIES-SPORTS SHIRT	1,170.40
30-800-50170	SUPPLIES SPECIAL ACTIV	21.00
30-800-50200	CONCESSIONS-PKS	168.00
30-800-50700	OFFICE SUPPLIES-PKS	68.22
30-800-50750	POSTAGE-PKS	24.09
30-800-55800	DUES AND SUBSCRIPTIO	610.00
30-800-55850	EQUIPMENT RENTAL-PK	420.00
30-800-56400	PROFESSIONAL-PKS	576.00
30-800-57400	EQUIPMENT/SOFTWARE	6,200.00
30-800-61000	TELEPHONE-PKS	85.81
30-800-61050	INTERNET-PARKS	281.99
30-800-62300	UTILITIES OTHER-PKS	695.41
30-800-70000	VEHICLE EXPENSE FUEL-	515.00
30-800-70100	EQUIPMENT FUEL-PKS	275.88
	Grand Total:	140,815.00

Project Account Summary

Project Account Key	Expense Amount
None	126,662.00
2070095500-12	14,153.00
Grand Total:	140,815.00

**CITY CLERK REPORT
PREPARED FOR THE CITY OF WILLARD
BOARD OF ALDERMEN MEETING
ON 01/13/2025**



1. There were a total of 253 business license renewal applications mailed out. There have been 157 returned of which 124 have been issued and 25 are pending additional documents and/or payments needed and 8 were undeliverable as addressed.
2. The iPads were used for the P&Z Meeting on 1.7.2025. This is the first P&Z Meeting in which they were utilized.
3. I did not attend any clerk meetings during the month of December.
4. I received one candidate filing for Mayor and one Ward 1 candidate filing and one Ward 2 candidate filing for the April 8, 2025 municipal election. I did not receive any candidate filings for Ward 3 and this is going to leave a vacancy in that ward.
5. Wes and I have discussed the possibility of me extending my resignation date until the end of February should he need additional time to get the new City Clerk hired and have them in place for transition. He will be able to make that determination better once a candidate for the position has been chosen.

A handwritten signature in cursive script that reads 'Janice Gargus'.

Janice Gargus, City Clerk

Parks & Recreation Director's Monthly Report – January 13, 2024

Programs & Events

1. Special Events

Freedom Fest 2025 planning has started with a soft launch of early bird applications being accepted from 2024 vendors. We've also started scheduling with amenity rentals and partnerships for the stage, entertainment, fireworks, restroom facilities, and others. Planning is already ahead of schedule which should make for an efficient summer season.

Special Events are slow in the winter months, though this affords us time to plan ahead for the Spring Programming season and we are taking advantage with early planning for the annual Daddy/Daughter Dance and Middle School Prom.

2. Basketball

Basketball is underway and busy with 192 players and 21 coaches.

3. Fitness

We are starting some upkeep on the fitness center to prepare it for 2025. We've scheduled a full carpet cleaning for the facility and are in the process of planning fresh paint on the walls. The new Winter 2025 fitness schedule is out and patrons are taking advantage of all our great classes and early hours.

4. Senior Programming

Senior Fit continues to be an asset to the community, and we're now offering New Beginnings, which is a slightly more advanced Senior Fit that focuses on balance and coordination.

5. Childcare

We just wrapped up our Winter Break Camps, in which we hosted 10-30 kids per day. This is a lower-attendance camp season because of the peppered holidays, however that allows for lower staffing needs and we were able to entertain the kids well. Planning for Spring Break Camp is already in the works.

Maintenance

Our maintenance teams are managing to stay busy with tending to deferred maintenance. Outdoors, the team has removed all accessible Christmas lights, waiting for others to thaw, doing tree trimming, mulching and park cleanup. Buildings are receiving replacement ceiling tiles, lightbulbs, air filters, and paint touchups. Some flowerbed structures are being built in the shop. as well as maintenance schedules for equipment needed in the spring. The community building kitchen floor is being resurfaced this month.



Planning Department Report
January 2025

Permits - November

Permits Issued (Dec)	Fees collected (December)	Est. Value of Work (December)	Permits Issued (YtD)	Fees Collected (YtD)	Est. Value of Work (YtD)
3	\$191.67	\$14,7326.19	246	\$394,914.82	\$27,021,802.19

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

Current Development

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

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

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

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

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

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

Other Business

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

2024 BOARD ATTENDANCE REPORT

ATTENDED: Y					SPECIAL SESSION	SPECIAL SESSION
NAME	1/8/2024	1/22/2024	2/12/2024	2/26/2024	3/4/2024	3/18/2024
MAYOR SAM BAIRD	Y	Y	Y	Y	Y	Y (LATE)
TROY SMITH (MAYOR PRO TEM)	Y	Y	Y	Y	Y	Y
DAVID KEENE	Y	Y	Y	Y	Y	Y
SCOTT SWATOSH	Y	Y	Y	Y	OUT	Y
LANDON HALL	OUT	Y	OUT	OUT	Y	OUT
CASEY BILLIER	Y	Y	Y	Y	Y	Y
JOYCE LANCASTER	Y	Y	Y	Y	Y	Y
	SPECIAL SESSION		SPECIAL SESSION			
NAME	3/21/2024	3/25/2024	4/3/2024	4/22/2024	5/13/2024	5/29/2024
MAYOR SAM BAIRD	Y	OUT	Y	Y	Y	Y
MAYOR TROY SMITH	Y	Y	Y	Y	Y	Y
DAVID KEENE	Y (LATE)	Y	OUT	Y	Y	OUT
SCOTT SWATOSH	OUT	Y	Y	Y	Y	Y
LANDON HALL	Y	Y	Y	-	-	-
CASEY BILLIER	Y	Y	Y	Y	Y	Y
JOYCE LANCASTER	Y	Y	Y	Y	Y	Y
CAROL WILSON (4/2/24)	-	-	-	Y	Y	Y
NAME	7/8/2024	7/22/2024	8/12/2024	8/26/2024	9/9/2024	9/23/2024
MAYOR TROY SMITH	Y	Y	Y	Y	Y	Y
CASEY BIELLIER	Y	Y	Y	Y	OUT	Y
JEREMY HILL	Y	OUT	OUT	OUT	OUT	Y
DAVID KEENE (MAYOR PRO-TEM)	Y	Y	Y	Y	Y	Y

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Item # 12.

JOYCE LANCASTER	OUT	OUT	Y	Y	Y	Y
SCOTT SWATOSH	Y	Y	Y	Y	Y	OUT
CAROL WILSON	Y	Y	OUT	Y	Y	OUT

NAME	<u>11/12/2024</u>	<u>11/25/2024</u>	<u>12/9/2024</u>	<u>12/23/2024</u>		
MAYOR TROY SMITH	Y	Y	Y	CANCELED		
CASEY BIELLIER	Y	Y	Y	CANCELED		
JEREMY HILL	OUT	OUT	Y	CANCELED		
DAVID KEENE (MAYOR PRO-TEM)	Y	Y	Y	CANCELED		
JOYCE LANCASTER	Y	Y	Y	CANCELED		
SCOTT SWATOSH	Y	OUT	Y	CANCELED		
CAROL WILSON	OUT	Y	Y	CANCELED		

**CITY OF WILLARD, MISSOURI
RESOLUTION NO. 25-04**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A WORK AUTHORIZATION AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES WITH ALLEGEIER, MARTIN AND ASSOCIATES, INC.

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

WHEREAS, the OWNER intends to evaluate the feasibility of constructing a municipally owned wastewater treatment facility to assist in developing a long-term strategy to accommodate projected future growth and associated wastewater flows and loads; and

WHEREAS, the ENGINEER agrees to perform the various professional engineering services required to evaluate the feasibility of constructing a municipally owned wastewater treatment facility as part of the above referenced Contract; and

WHEREAS, for and in consideration of certain amounts hereinafter specified to be paid to the ENGINEER by the OWNER, the ENGINEER agrees to perform all 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.

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 Engineering Service Agreement with Allegeier, Martin and Associates, Inc.

Dated: This the 13th day of January 2025 by the Board of Aldermen of the City of Willard, Missouri.

Mayor Troy Smith

Attested by Janice Gargus, City Clerk

**WORK AUTHORIZATION NUMBER AMA-OC-WILL-24-002
TO AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES**

THIS WORK AUTHORIZATION AGREEMENT, made this ___ day of _____, 20___, 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 28th, 2022 for “on-call” professional engineering services; and

WHEREAS, the OWNER intends to evaluate the feasibility of constructing a municipally owned wastewater treatment facility to assist in developing a long-term strategy to accommodate projected future growth and associated wastewater flows and loads; and

WHEREAS, the ENGINEER agrees to perform the various professional engineering services required to evaluate the feasibility of constructing a municipally owned wastewater treatment facility 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 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 engineering services for this Project will include preparation of an Antidegradation Review Report and Facility Plan conforming to Missouri Department of Natural Resources (MDNR) Rules and Regulations. Specifically, the project will include preparation of an Antidegradation Review Report conforming to the Missouri Antidegradation Rule and Implementation Procedure along with updating the Wastewater Engineering Report dated 11-15-2021 (Revised 1-26-2022) to comply with MDNR Facility Plan requirements for projects involving wastewater treatment facilities.

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

Feasibility Study Phase:

- Meet with OWNER’s representatives to clarify and fully define the OWNER’s requirements, expectations, and precise scope of work for the Project.
- Conduct field reconnaissance to determine potential receiving stream(s) and wastewater treatment facility site(s).
- Request Geohydrological Evaluation of potential receiving stream(s) by MDNR Division of Geology and Land Survey.

- Perform the anti-degradation review which is the process that establishes the design flow and evaluates at least 1 treatment technology that meets Water Quality Based Effluent Limits (WQBEL) and at least 3 treatment technologies that achieve better than those limits and then identify the most cost-effective treatment alternative.
- If water quality data for potential receiving stream(s) is not available, it will be assumed that significant degradation will occur and an analysis of non-degrading and less-degrading pollution control alternatives to achieve the highest statutory and regulatory requirements based on practicability, economic efficiency, affordability, and social and economic importance will be performed. Examples of non-degrading alternatives include land application and reuse. Examples of less-degrading alternatives include regional treatment, alternative discharge locations, and installation of additional biological/physical/chemical treatment processes that provide higher levels of treatment (i.e. nutrient removal, tertiary filtration, and disinfection).
- Prepare Antidegradation Review Report Summarizing all Findings, Conclusions, Recommendations & Cost Estimates.
- Update the previous Wastewater Engineering Report as necessary to comply with MDNR Facility Plan Requirements for wastewater treatment facilities.
- Attend up to 3 in-person meetings to, 1) present the Antidegradation Review Findings and draft Facility Plan to City staff, 2) seek public input on any proposed wastewater treatment works, and, if desired, 3) present to the City Council. Progress meetings will be held, as needed or on request, through a virtual venue.
- Submit the Antidegradation Review Report (\$1,000 MDNR review fee by Owner) and Final Facility Plan to MDNR for their review and approval. Address any MDNR review comments as necessary.

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 objectives and constraints, capacity and performance requirements, flexibility and expandability, and any budgetary limitations.
- 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 the Antidegradation Review Report and Final Facility Plan shall be completed and submitted to OWNER within nine (9) months 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 2025 Rate Schedule attached hereto, with a total compensation not-to-exceed **\$92,500.00**.

ACKNOWLEDGMENTS AND AUTHORIZATION

IN WITNESS WHEREOF, City of Willard, Missouri as OWNER by Troy Smith, Mayor, 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 _____, 20__.

ALLGEIER, MARTIN and ASSOCIATES, INC.

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

AUTHORIZED AND AGREED TO:

City of Willard, Missouri
By: _____
Troy Smith, Mayor

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	01/01/2024	01/01/2025
	thru <u>12/31/2023</u>	thru <u>12/31/2024</u>	thru <u>12/31/2025</u>
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	\$0.67 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. 25-05**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A SITE LEASE WITH SBA MONARCH TOWERS III, LLC, A DELEWARE LIMITED LIABILITY COMPANY/T-MOBILE CENTRAL LLC, A DELEWARE LIMITED LIABILITY COMPANY

WHEREAS, Landlord and T-Mobile Central LLC, a Delaware limited liability company, entered into that certain Site Lease with Option dated May 4, 2010, as evidenced by that certain Memorandum of Lease dated May 4, 2010, and recorded September 20, 2010, in Book 2010, Page 036981-10, ("**Lease**") and ultimately assigned to Tenant, as evidenced by that certain Memorandum of Assignment dated August 9, 2012, and recorded December 17, 2012, in Book 2012, Page 055669-12; said recordings of the Recorder Deeds of Greene County, Missouri, for Tenant's use of a portion of the real property ("**Premises**"), located at 133 N. State Highway Z, Willard, MO 65781 ("**Property**"), being more particularly described in the attached **Exhibit "A"**; and

WHEREAS, Landlord and Tenant desire and intend to amend and supplement the Lease as provided herein. 00754729 - v1 **2 MO41411-T/Willard Rec Center**; and

WHEREAS, for good and valuable consideration of One Hundred and No/100 Dollars (\$100.00), the receipt and sufficiency of which is hereby, acknowledged, the parties hereto covenant, agree, and bind themselves to the attached modifications to the Lease.

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 Lease with SBA Monarch Towers III, LLC/T-Mobile Central, LLC.

Dated: This the **13th day of January 2025** by the Board of Aldermen of the City of Willard, Missouri.

Mayor Troy Smith

Attested by Janice Gargus, City Clerk

Prepared by: Tiffany Gonsalves
After recording return to: Rita Drinkwater
SBA Network Services, LLC
8051 Congress Avenue
Boca Raton, FL 33487
Ph: 800-487-7483 ext. 7872

Parcel ID: 88-07-23-200-009

FIRST AMENDMENT TO SITE LEASE WITH OPTION

THIS FIRST AMENDMENT TO SITE LEASE WITH OPTION (“**First Amendment**”) is executed this _____ day of _____, 202__ (“**Effective Date**”) by and between **CITY OF WILLARD, MO, a Missouri municipal corporation**, having an address at 224 W. Jackson Street, Willard, MO 65781 (“**Landlord**”) and **SBA MONARCH TOWERS III, LLC, a Delaware limited liability company**, having a principal office located at 8051 Congress Avenue, Boca Raton, FL 33487 (“**Tenant**”).

WHEREAS, Landlord and T-Mobile Central LLC, a Delaware limited liability company, entered into that certain Site Lease with Option dated May 4, 2010, as evidenced by that certain Memorandum of Lease dated May 4, 2010, and recorded September 20, 2010, in Book 2010, Page 036981-10, (“**Lease**”) and ultimately assigned to Tenant, as evidenced by that certain Memorandum of Assignment dated August 9, 2012, and recorded December 17, 2012, in Book 2012, Page 055669-12; said recordings of the Recorder Deeds of Greene County, Missouri, for Tenant’s use of a portion of the real property (“**Premises**”), located at 133 N. State Highway Z, Willard, MO 65781 (“**Property**”), being more particularly described in the attached **Exhibit “A”**; and

WHEREAS, Landlord and Tenant desire and intend to amend and supplement the Lease as provided herein.

NOW, THEREFORE, for good and valuable consideration of One Hundred and No/100 Dollars (\$100.00), the receipt and sufficiency of which is hereby, acknowledged, the parties hereto covenant, agree, and bind themselves to the following modifications to the Lease:

- 1. **Section 3. Renewal**, of the Lease is hereby amended to include the following:

In addition to the Renewal Term as referenced in the Lease, the Lease is hereby amended to include six (6) additional successive terms of five (5) years, each of which shall be deemed automatically extended unless Tenant notifies Landlord of its intention not to renew the Lease at least thirty (30) days prior to the commencement of the succeeding Renewal Term. The first additional Renewal Term shall commence on August 16, 2040, upon the expiration of the Renewal Term expiring on August 15, 2040.

- 2. **Section 12. Notices**, of the Lease is hereby amended as follows:

If to Tenant, to: SBA Monarch Towers III, LLC
Attn: Site Administration
8051 Congress Avenue
Boca Raton, FL 33487-1307
Re: MO41411-T/Willard Rec Center

- 3. As part of Tenant’s right to the undisturbed use and enjoyment of the Premises (including access and utilities on the Property), Landlord shall not at any time during the term of this Lease enter into a lease, license agreement, easement agreement, management agreement, or any other instrument with another party that permits on the Property or any adjacent parcel of land owned, leased, managed, or otherwise controlled by Landlord any of the uses permitted herein or similar thereto. Landlord may not assign, transfer, or grant any interest in this Lease or any rights hereunder, except in connection with conveyance of fee simple title to the Property, without the prior written consent of Tenant, in Tenant’s sole discretion.
- 4. Capitalized terms not defined in this First Amendment will have the meaning ascribed to such terms in the Lease.
- 5. This First Amendment will be governed by and construed and enforced in accordance with the laws of the state in which the Property is located without regard to principles of conflicts of law.
- 6. Except as specifically set forth in this First Amendment, the Lease is otherwise unmodified and remains in full force and effect and is hereby ratified and reaffirmed. In the event of any inconsistencies between the Lease and this First Amendment, the terms of this First Amendment shall take precedence.
- 7. Landlord acknowledges that the attached **Exhibit “A”** may be preliminary or incomplete and, accordingly, Tenant may replace and substitute such exhibit with an accurate survey

and legal descriptions of the Premises and re-record this First Amendment without obtaining the further approval of Landlord. Following such re-recording, the descriptions of the Premises described therein shall serve as the descriptions for same for all purposes under the Lease.

8. Landlord represents and warrants to Tenant that Landlord is the sole owner in fee simple title to the Property and Landlord's interest under the Lease and that consent or approval of no other person is necessary for Landlord to enter into this First Amendment.
9. This First Amendment may be executed in one or more counterparts and by the different parties hereto in separate counterparts, each of which when executed shall be, deemed to be an original but all of which taken together shall constitute one, and the same First Amendment.
10. Tenant shall have the right to record this First Amendment.

[The remainder of this page is intentionally left blank. Signatures to follow.]

IN WITNESS WHEREOF, the parties have executed this First Amendment as of the day and year first above written.

LANDLORD:

City of Willard, MO, a Missouri municipal corporation

By: _____

Print Name: _____

Title: _____

STATE OF MISSOURI

COUNTY OF _____

On this ____ day of _____ in the year 202__ before me, _____, a Notary Public in and for said state, personally appeared _____, _____, of City of Willard, MO, a Missouri municipal corporation, known to me to be the person who executed the within First Amendment in behalf of said corporation and acknowledged to me that he executed the same for the purposes therein stated.

In Witness Whereof, I have hereunto set my hand and affixed my official seal in the County and State aforesaid, the day and year first above written.

Notary Public _____

My Commission Expires _____

(NOTARY SEAL)

WITNESSES:

TENANT:

**SBA Monarch Towers III, LLC, a
Delaware limited liability company**

By: _____

Print Name: _____

Joshua Koenig, Executive Vice
President and General Counsel

Print Name: _____

STATE OF FLORIDA

COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me by means of [X] physical presence or [] online notarization, this ____ day of _____, 202__, by Joshua Koenig, Executive Vice President and General Counsel of SBA Monarch Towers III, LLC, a Delaware limited liability company, on behalf of said company, who is personally known to me and did not take an oath.

Notary Public _____

My Commission Expires _____

(NOTARY SEAL)

EXHIBIT "A"

Legal description to be incorporated upon receipt of final survey.

Property located in Greene, MO

Parcel I:

All of the South three hundred sixty-three (363) feet of the North two thousand two hundred ninety-three (2293) feet of the East half (E1/2) of the Northwest quarter (NW1/4) of Section twenty-three (23), Township thirty (30) North, Range twenty-three (23) West; except State Route Z right-of-way along the East side thereof, except that part taken or used for roads.

Parcel II:

All of the South three hundred fifty-five (355) feet of the East half (E 1/2) of the Northwest quarter (NW1/4) of Section twenty-three (23), Township thirty (30) North, Range twenty-three (23) West; except State Route Z right-of-way along the East side thereof, except that part taken or used for roads.

AND BEING the same property conveyed to The City of Willard, Missouri, a municipal corporation from Valeria Vrooman Branham and Claudia Branham, both single persons by General Warranty Deed dated February 16, 1988 and recorded February 19, 1988 in Deed Book 2002, Page 1793.

Tax Parcel No. 88-07-23-200-009

**UNANIMOUS WRITTEN CONSENT
OF THE CITY COUNCIL OF
CITY OF WILLARD, MO**

The undersigned constitute all of the councilmen of **City of Willard, MO, a Missouri municipal corporation** (the “**Corporation**”). The undersigned hereby consent to, and adopt, the following preamble and resolutions by this instrument in lieu of a formal meeting of the board of directors of the Corporation:

WHEREAS, the councilmen of the Corporation on the ____ day of _____, 202___, duly adopted 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 (“SBA”), to amend that certain Site Lease with Option dated May 4, 2010, as evidenced by that certain Memorandum of Lease dated May 4, 2010, and recorded September 20, 2010, in Book 2010, Page 036981-10, (“**Lease**”) and ultimately assigned to Tenant, as evidenced by that certain Memorandum of Assignment dated August 9, 2012, and recorded December 17, 2012, in Book 2012, Page 055669-12; said recordings of the Recorder Deeds of Greene County, Missouri, by and between the Corporation as Landlord and SBA as Tenant.

RESOLVED, that the Corporation shall be and is hereby authorized and directed to enter into the First Amendment, and in connection therewith _____, [Signing Officer] as _____ [Title] of the Corporation, is hereby authorized, empowered and directed to execute and deliver for, on behalf of, and in the name of the Corporation, the First Amendment, and any and all documents in connection with the Lease as _____, [Title] or the signing officer in his/her sole and absolute discretion deems to be in the best interests of the Corporation; and it is

FURTHER RESOLVED, that _____ [Signing Officer] be and is hereby authorized to execute, in the name and on behalf of this Corporation, to take or cause to be taken, any and all actions necessary to enter into, execute, deliver and perform the First Amendment and any and all documents and documentation (all of which are to be in form and substance as the person executing the same may deem necessary or desirable, the execution thereof by _____, [Signing Officer] is conclusive evidence of approval of such form and substance by _____, [Signing Officer] that may be required or contemplated under the terms of the Lease and to do any and all things which in his/her discretion he/she may deem to be necessary or appropriate in connection with or in furtherance of the foregoing resolution; and it is

FURTHER RESOLVED, that the signature of _____, [Signing Officer] on the First Amendment, and any other documents and instruments executed in connection therewith or pursuant thereto shall be conclusive evidence of his/her authority to execute and deliver such instruments or documents.

FURTHER RESOLVED, that all actions previously taken by the Corporation in connection with the First Amendment, and the transactions contemplated by the foregoing resolution thereby be, and they hereby are adopted, ratified, confirmed, and approved in all respects.

This document may be executed in two or more counterparts, each of which will be deemed an original and together, but all of which together will constitute one and the same instrument.

IN WITNESS WHEREOF, the undersigned hereby affix their hands and seal effective as of this _____ day of _____, 202____.

COUNCILMEN:

Print Name: _____

Print Name: _____

Print Name: _____

Print Name: _____

Print Name: _____

EXHIBIT "A"

Property Legal

Property located in Greene, MO

Parcel I:

All of the South three hundred sixty-three (363) feet of the North two thousand two hundred ninety-three (2293) feet of the East half (E1/2) of the Northwest quarter (NW1/4) of Section twenty-three (23), Township thirty (30) North, Range twenty-three (23) West; except State Route Z right-of-way along the East side thereof, except that part taken or used for roads.

Parcel II:

All of the South three hundred fifty-five (355) feet of the East half (E 1/2) of the Northwest quarter (NW1/4) of Section twenty-three (23), Township thirty (30) North, Range twenty-three (23) West; except State Route Z right-of-way along the East side thereof, except that part taken or used for roads.

AND BEING the same property conveyed to The City of Willard, Missouri, a municipal corporation from Valeria Vrooman Branham and Claudia Branham, both single persons by General Warranty Deed dated February 16, 1988 and recorded February 19, 1988 in Deed Book 2002, Page 1793.

Tax Parcel No. 88-07-23-200-009

**CITY OF WILLARD, MISSOURI
RESOLUTION NO. 25-01**

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

WHEREAS, the Willard Police Department will purchase the goods and/or services offered in your **QUOTE-2713199** dated **7/11/2024** and constitutes a purchase pursuant to the terms of the specified contract below, including any applicable addenda. Terms are net 30 unless otherwise agreed upon; and

WHEREAS, agency affirms that a purchase order or notice to proceed is not required for contract performance or for subsequent years of service, and acknowledges that pursuant to, the funds for this purchase have been authorized. Customer agrees to an appropriate funding in accordance with the contract; and

WHEREAS, invoices shall be according to the milestone schedule included in the quote and services agreement, should reference **QUOTE-2713199** and be sent to:

**Willard Police Department
Attn: Mayor Troy Smith
795 Hughes Road
Willard, MO 65781**

and

WHEREAS, the equipment will be shipped to the customer at the following address, and the destination where the equipment will be delivered to the customer is:

**Willard Police Department
Attn: Mayor Troy Smith
795 Hughes Road
Willard, MO 65781**

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 agreement with Motorola Solutions, Inc.

Dated: This the **13th day of January 2025** by the Board of Aldermen of the City of Willard, Missouri.

Mayor Troy Smith

Attested by Janice Gargus, City Clerk

Date: 1/8/2025

Re: QUOTE-2713199

Agency: Willard Police Department

Total Cost: \$88,700.00

Please be advised that the **Willard Police Department** will purchase the goods and/or services offered in your **QUOTE-2713199** dated **07/11/2024**. This constitutes a purchase pursuant to the terms of the specified contract below, including any applicable addenda. Terms are NET 30 unless otherwise agreed upon.

Agency affirms that a purchase order or notice to proceed is not required for contract performance or for subsequent years of service, and acknowledges that pursuant to, the funds for this purchase have been authorized. Customer agrees to appropriate funding in accordance with the contract.

Invoices shall be according to the milestone schedule included in the quote and services agreement, should reference **QUOTE-2713199** and be sent to:

Willard Police Department

Attn: **Mayor Troy Smith**

795 Hughes Rd

Willard, MO 65781

The equipment will be shipped to the customer at the following address, and the ultimate destination where the equipment will be delivered to the customer is:

Willard Police Department

Attn: **Mayor Troy Smith**

795 Hughes Rd

Willard, MO 65781

Sincerely,

Signature: _____

Name: _____

Title: _____

Email: _____

Online Terms Acknowledgement

Item # 15.

This Online Terms Acknowledgement (this “Acknowledgement”) is entered into between Motorola Solutions, Inc. (“Motorola”) and the entity set forth in the signature block below (“Customer”).

- **Online Terms Acknowledgement.** The Parties acknowledge and agree that the applicable terms available at <http://www.motorolasolutions.com/product-terms>, specifically, the Motorola Customer Agreement and its applicable addenda including: the Subscription Services Agreement, the Equipment Purchase and Software License Addendum, Software Products Addendum, Mobile Video Addendum, and the Maintenance Support Lifecycle Addendum (collectively the “MCA”) are incorporated in and form part of the Parties’ agreement as it relates to any Products or Services sold or provided to Customer. By signing the signature block below, Customer certifies that it has read and agrees to the provisions set forth and linked on-line in this Acknowledgement. To the extent Customer is unable to access the above referenced online terms for any reason, Customer may request a paper copy from Motorola. The signatory to this Acknowledgement represents and warrants that he or she has the requisite authority to bind Customer to this Acknowledgement and referenced online terms.
- **Entire Agreement.** This Acknowledgement, along with the Additional Terms on “Exhibit A” attached (collectively, Agreement) supplements any and all applicable and existing agreements, and supersedes any contrary terms as it relates to Customer’s purchase of products and services. This Acknowledgement and referenced terms constitutes the entire agreement of the Parties regarding the subject matter hereof and as set out in the referenced terms, and supersedes all previous agreements, proposals, and understandings, whether written or oral, relating to this subject matter.
- **Execution and Amendments.** This Acknowledgement may be executed in multiple counterparts, and will have the same legal force and effect as if the Parties had executed it as a single document. The Parties may sign in writing or by electronic signature. An electronic signature, facsimile copy, or computer image of a signature, will be treated, and will have the same effect as an original signature, and will have the same effect, as an original signed copy of this document. This Acknowledgement may be amended or modified only by a written instrument signed by authorized representatives of both Parties.
- **Upon signature, Customer authorizes Motorola to proceed with all deliverables of this order for an order value of \$88,700.00.**
- **Purchase Order Requirements (Customer check one only)**
 - Purchase Order is issued and attached.
 - No Purchase Order is required. Customer affirms that this ordering document is the only notice to proceed required, no further purchase orders will be issued against this order, and that funding has been encumbered for this order in its entirety.
- **Ship to, bill to and Ultimate Destination addresses are provided on the quote , attached to this letter or included on the Purchase Order.**

The Parties hereby enter into this Acknowledgement as of the last signature date below.

Motorola Solutions, Inc. Customer:

By: _____ By: _____

Name: _____ Name: _____

Title: _____ Title: _____

Date: _____ Date: _____

Online Terms Acknowledgement

Exhibit A – Additional Terms and Conditions

1. Non-Discrimination. Motorola agrees that it will not discriminate against any employee or applicant for employment to be employed in the performance of this Agreement, with respect to the employee's hire, tenure, terms, conditions or privileges of employment, or any maer directly or indirectly related to employment, because of the employee's race, religion, color, sex, disability, national origin, or ancestry. Breach of this covenant may be regarded as a material breach of the Agreement.

2. E-Verify. Pursuant to Ind. Code § 22-5-1.7-11, Motorola, by entering into this Agreement with Customer, is required to enroll in and verify the work eligibility status of all of his newly hired employees through the E-Verify program. Motorola is not required to verify the work eligibility status of all newly hired employees through the E-Verify program if the E-Verify program no longer exists. By executing this Agreement, Motorola affirms that it does not knowingly employ an unauthorized alien. Motorola further affirms that it will enroll in the E-Verify program, and agrees to verify the work eligibility status of all its newly hired employees through the E-Verify program.

3. Non-Appropriation. The Parties acknowledge that Customer is a governmental entity whose funds are subject to appropriation by its fiscal body. Therefore, if at any time during the term of this Agreement, Customer's fiscal body should fail to appropriate sufficient funds to continue this Agreement, it will become null and void. Motorola shall not be obligated to perform unless and until sufficient funds are appropriated. Customer agrees to seek funding for the continuation of this Agreement during each budget cycle during the initial term or subsequent term of this Agreement. Customer agrees to inform Motorola in writing of any such non-allocation of funds at the earliest possible date, and shall pay for all Services provided prior to exhaustion of the appropriated funds.



WILLARD POLICE DEPT, CITY OF

(8) M500 (8) V700

07/11/2024

07/11/2024

WILLARD POLICE DEPT, CITY OF
P O BOX 187
WILLARD, MO 65781

RE: Motorola Quote for (8) M500 (8) V700

Dear ,

Motorola Solutions is pleased to present WILLARD POLICE DEPT, CITY OF with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide WILLARD POLICE DEPT, CITY OF with the best products and services available in the communications industry. Please direct any questions to Hank Sznewajs at Hank.Sznewajs@motorolasolutions.com.

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Hank Sznewajs

Billing Address:
 WILLARD POLICE DEPT, CITY OF
 P O BOX 187
 WILLARD, MO 65781
 US

Quote Date:07/11/2024
 Expiration Date:03/18/2025
 Quote Created By:
 Hank Sznewajs
 Hank.Sznewajs@
 motorolasolutions.com

End Customer:
 WILLARD POLICE DEPT, CITY OF

Summary:

Any sales transaction resulting from Motorola's quote is based on and subject to the applicable Motorola Standard Terms and Conditions, notwithstanding terms and conditions on purchase orders or other Customer ordering documents. Motorola Standard Terms and Conditions are found at www.motorolasolutions.com/product-terms.

Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price	Refresh Duration
Video as a Service								
1	AAS-M5-BWC-5YR	M500 IN-CAR SYSTEM WITH BODY WORN CAMERA AND VIDEO MANAGER EL CLOUD - 5 YEARS VIDEO-AS-A-SERVICE*	8	5 YEAR	\$13,500.00	\$0.00	\$86,147.48	
2	PSV00S03897A	REMOTE DEPLOYMENT, CONFIGURATION AND PROJECT MANAGEMENT	1		\$4,000.00	\$2,552.52	\$2,552.52	
3	WGC02002-VAAS	VIDEOMANAGER EL CLOUD, ANNUAL UNLIMITED STORAGE PER IN-CAR VIDEO SYSTEM WITH 2 CAMERAS VAAS*	8	5 YEAR	Included	Included	Included	
4	WGB-0703A	M500 ICV SYSTEM, V300 WIFI DOCK, SPS*	8		Included	Included	Included	
5	WGW00502	M500 EXTENDED WARRANTY	8	5 YEAR	Included	Included	Included	
6	WGB-0189A	MTIK CONF KIT,802.11AC,M500POE, 5GHZANT	8		Included	Included	Included	



Line #	Item Number	Description	Qty	Term	List Price	Sale Price	Ext. Sale Price	Refresh Duration
7	WGP01394-001	4RE/M500 RADIO ANTENNA CABLE, 17FT	8		Included	Included	Included	
8	WGC02001-VAAS	VIDEOMANAGER EL CLOUD, ANNUAL UNLIMITED STORAGE PER BODY WORN CAMERA VAAS*	8	5 YEAR	Included	Included	Included	
9	WGB-0741A	V700 BODY WORN CAMERA FIRSTNET READY	8		Included	Included	Included	3 YEAR
10	LSV07S03512A	ESSENTIAL SERVICE WITH ACCIDENTAL DAMAGE AND ADVANCED REPLACEMENT	8	5 YEAR	Included	Included	Included	
11	SWV07S03593A	SOFTWARE ENHANCEMENTS	8	5 YEAR	Included	Included	Included	
12	WGP02798-KIT	V700 MAGNETIC MOUNT WITH BWC BOX	8		Included	Included	Included	
13	WGB-0138AAS	VIDEO EQUIPMENT, V700 TRANSFER STATION	1		Included	Included	Included	

Grand Total
\$88,700.00(USD)


Pricing Summary

		Payment Term	Upfront Sale Price	
Upfront Costs*				
			\$2,552.52	
Upfront Subscription Fee				
	Video as a Service	Annually	\$17,229.50	
Sub Total:			\$19,782.02	
		Payment Term	Sale Price	Annual Sale Price
Year 2 Subscription Fee				
	Video as a Service	Annually	\$17,229.50	\$17,229.50
Year 3 Subscription Fee				
	Video as a Service	Annually	\$17,229.50	\$17,229.50
Year 4 Subscription Fee				
	Video as a Service	Annually	\$17,229.50	\$17,229.50
Year 5 Subscription Fee				
	Video as a Service	Annually	\$17,229.50	\$17,229.50
Sub Total:			\$68,917.98	
Grand Total System Price (Inclusive of Upfront and Annual Costs)			\$88,700.00	

*Upfront costs include the cost of Hardware, Accessories and Implementation, where applicable.

Notes:

- The Pricing Summary is a breakdown of costs and does not reflect the frequency at which you will be invoiced.
- Additional information is required for one or more items on the quote for an order.
- This quote contains items with approved price exceptions applied against them.
- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.
- Unless otherwise noted in this quote / order, installation of equipment is not included.



MOTOROLA SOLUTIONS VIDEO-AS-A-SERVICE OVERVIEW

QUOTE-2713199
(8) M500 (8) V700

Video-as-a-Service (VaaS) is a subscription-based solution that provides agencies with Motorola's industry-leading evidence collection and management tools. VaaS includes access to high definition camera systems and the VideoManager EL Cloud evidence management platform.

VideoManager EL Cloud automates data maintenance and facilitates administration of your department's devices in a Government cloud-based storage solution. Agencies can capture, record, store, and efficiently manage all evidentiary data with VideoManager.

In addition, the VaaS solution can be expanded with CommandCentral Evidence to provide a single, streamlined workflow in the industry's only end-to-end digital evidence management ecosystem.



When combined into a single solution, these tools enable officers in the field to easily capture, record, and upload evidence, as well as efficiently manage and share that evidentiary data. Because Video-as-a-Service requires no up-front purchase of equipment or software, it provides a simple way to quickly deploy and begin using a complete camera and evidence management solution for a per device charge, billed quarterly.



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MOTOROLA SOLUTIONS VIDEOMANAGER EL CLOUD SOLUTION DESCRIPTION

QUOTE-2713199
(8) M500 (8) V700

VideoManager EL Cloud simplifies evidence management, automates data maintenance, and facilitates management of your department's devices, all in a cloud-based, off-premises storage solution.

It is compatible with V300 and VISTA body-worn cameras, as well as M500 and 4RE in-car video systems, enabling you to upload video evidence quickly and securely. It also allows live-streaming capabilities through the optional SmartControl and SmartConnect applications.



VIDEO EVIDENCE MANAGEMENT

Using VideoManager EL Cloud delivers benefits to all aspects of video evidence management. From streamlining the evidence review process to automatically maintaining your stored data, VideoManager EL Cloud makes evidence management as efficient as possible. With VideoManager EL Cloud, you minimize the amount of time spent manually managing evidence, allowing your team to spend more time in the field.

Simplified Evidence Review

VideoManager EL Cloud makes evidence review easier by allowing users to upload evidence into cloud storage from their in-field devices. When evidence is uploaded, important information is sorted, which groups relevant evidence together. This information includes a recording's date and time, device used to capture, event ID, officer name, and event type. This allows you to view recordings of an incident that were taken from several devices simultaneously, eliminating the task of reviewing irrelevant footage during review.

Its built-in media player includes a visual display of incident data, allowing you to tag moments of interest, such as when lights, sirens, or brakes were activated during the event timeline.

Other relevant files, such as PDFs, spreadsheets, reports, third-party videos, audio recordings, pictures, and drawings, can also be grouped together and stored under a specific case entry, allowing all pertinent information to be stored together in VideoManager EL.

Easy Evidence Sharing

VideoManager EL Cloud allows you to easily share information in the evidence review or judiciary sharing process by exporting evidence data as MP4 files.

You can also find relevant evidence data using audit log filters, including criteria such as import, export, playback, download, share, and modify dates.

Automatic Data Maintenance

VideoManager EL Cloud lets you automatically organize the evidence data you store, allowing you to save time that would be spent manually managing it. It can schedule the automatic movement or purging of events on a daily, weekly, or monthly basis, based on how the user wants to configure the system.

Security groups and permissions are easily set-up in VideoManager EL Cloud, allowing you to grant individuals access to evidence on an as-needed basis.



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Integration with In-Car and Body-Worn Cameras

Officers on the road are able to automatically upload encrypted video from in-car systems and body cameras. This eliminates the need for trips to and from the station solely for uploading data into the system.

Video and audio captured by the M500, V300, 4RE and VISTA camera systems are automatically linked in VideoManager EL Cloud based on time and location. You can then utilize synchronized playback and export of video and audio from multiple devices in the same recording group, where video and audio streams can be matched together.

Optional Live Video Streaming

VideoManager EL Cloud integrates with SmartControl, an optional mobile application for Android or iOS that allows officers to complete evidence review work normally completed at their desk from their smartphone.

SmartControl also allows officers to categorize recordings using event tags, stream live video from, and change camera settings, such as adjusting field of view, brightness, and audio levels.

SmartConnect, an optional smartphone application, provides VISTA body-worn camera users with immediate in-field access to their body cameras. SmartConnect includes the ability to pair with VISTA cameras, adjust officer preferences, categorize recordings with incident IDs and case numbers, and play back recordings.

DEVICE MANAGEMENT

Agencies using VideoManager EL Cloud are able to assign users to devices, track them, and streamline shift changes. You can easily manage, configure, update firmware, and deploy in-car and body-worn cameras. Individual preference settings can be configured based on user profiles, allowing quick device transactions within a pooled device system. VideoManager EL Cloud also tracks devices and enables them to be quickly exchanged between officers during shift changes. This minimizes the amount of devices needed for your fleet.

Device Tracking

You can easily manage, configure, and deploy their in-car and body-worn cameras in VideoManager EL Cloud. Devices can be assigned to personnel within VideoManager EL Cloud and tracked, helping agencies keep track of which users have specific devices.

Faster Shift Changes

VideoManager EL Cloud's Rapid Checkout Kiosk feature allows agencies to take advantage of a pooled camera system to utilize fewer cameras. Rapid Checkout Kiosk feature allows agencies using a pooled camera system to use fewer cameras. Cameras can be checked out at the start of a shift using an easy-to-use interface. At the end of the shift, the camera can be returned to its dock, where the video is automatically uploaded and the camera is made ready to be checked out and used for the next shift.

Devices can also be configured to remember individual preference settings for each user, including volume level, screen brightness and camera aim. These settings are applied whenever a device is assigned to a specific officer. A variety of settings within VideoManager EL Cloud also enable you to configure devices to operate in alignment with your agency's policies and procedures.





QUOTE-2713199
(8) M500 (8) V700

1 V700 BODY-WORN CAMERA SOLUTION DESCRIPTION

The V700 body-worn camera captures clear video and audio of every encounter from the user's perspective. Its continuous- operation capabilities allow constant recording, helping the user to capture every detail of each situation and create a reliable library of evidence for case-building and review. The V700 can stream live video and report real time GPS location through a built-in LTE modem, directly to the suite of CommandCentral applications.

The V700 is easy to operate, with four control buttons. Its innate Record-After-the-Fact® (RATF) technology enables the device to capture important video evidence that can be retrieved hours or days after an incident occurs, even if a recording is not triggered by the user or sensor. With RATF, officers can prioritize response to immediate threats versus manually activating their camera.



1.1. KEY FEATURES OF THE V700

- **Detachable Battery** – The V700's detachable battery allows officers to switch to a fully-charged battery if their shift goes longer than expected. Since the battery charges without being attached to the V700, the battery is kept fully charged in the dock ready for use. This feature is especially helpful for agencies that share body-worn cameras with multiple officers.
- **Wireless Uploading** – Recordings made by the V700 are uploaded to the agency's evidence management system via LTE. Upload over WiFi will be available soon. This enables easy transfer of critical recordings to headquarters for immediate review or long-term storage.
- **Real-time Location and Video Streaming** – With built-in LTE connectivity, the V700 paired with CommandCentral Aware will send location updates and stream live video to a dispatch center or Real Time Crime Center (RTCC) giving the agency a complete and accurate view of their officers for better coordination and quicker response times.
- **LTE Service Ready** – The V700 is approved for use on Verizon and FirstNet networks in the U.S. and Bell Mobility in Canada. The V700 will ship with a pre-installed SIM from both carriers, ready for service activation upon arrival with a data plan that best suits the agency's needs. LTE service activation would be on the agency's carrier account. Motorola Solutions does not provide LTE service for the V700 camera.
- **Data Encryption** – The V700 uses FIPS-140-2 compliant encryption at-rest and in-transit. This ensures recordings made by the agency's officers are secure from unauthorized access.
- **Record-After-The-Fact®** – Our patented Record-After-the-Fact® technology captures footage even when the recording function is not engaged. The camera user or admin can request video footage from a specific point in the past to be uploaded to the evidence management system, hours or even days after the event occurred.
- **Natural Field of View** – The V700 eliminates the fisheye effect from wide-angle lenses that warps video footage. Distortion correction ensures a clear and complete evidence review process. The V700's high quality, low light sensor captures an accurate depiction of recorded events, even in challenging lighting conditions.
- **SmartControl Application** – To maximize efficiency in the field, the Motorola Solutions SmartControl app enables V700 users to preview video recordings, add or edit tags, change camera settings and view live video from the camera. The app is available for both iOS and Android phones.
- **In-Field Tagging** – The V700 enables easy in-field event tagging. It allows officers to view event tags and save them to the appropriate category directly from the body-worn camera or via the SmartControl app.
- **Auto Activation** – The V700 body-worn camera(s) paired with an M500 or 4RE in-car video system(s) can form a recording group, which automatically starts recording when one of the devices begins to



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(8) M500 (8) V700

record. Each device can be configured to initiate a group recording using triggers like lights, sirens, doors, gun racks, and other auxiliary inputs. Up to eight V700s can form a recording group and collaborate on recordings, without a corresponding in-car video system, using similar triggers. Group recordings are uploaded and automatically linked to the evidence management system as part of one event.

1.2. V700 AND IN-CAR VIDEO INTEGRATION

The V700 integrates seamlessly with the M500 or 4RE in-car video systems, capturing video of an incident from multiple vantage points. This integration includes the following features:

- **Distributed Multi-Peer Recording** – Multiple V700 body-worn cameras and in-car video systems can form a recording group and based on the configuration, automatically start recording when one of the devices begins to record. Group recordings are uploaded and automatically linked to the evidence management system as part of one incident.
- **Automatic Tag Pairing** – Recordings captured by integrated V700 body-worn cameras and in-car video systems can be uploaded to the evidence management system with the same tags. From the in-car video system's display, videos can be saved under the appropriate tag category. The tag is then automatically shared with the V700 video and uploaded as part of one incident along with the officer's name.
- **Evidence Management Software** – When V700 body-worn cameras and in-car video systems record the same incident, the Motorola Solutions evidence management software automatically links those recordings based on officer name, date, and time overlap.
- **Additional Audio Source** – The V700 can serve as an additional audio source when integrated with the in-car video system. The V700 also provides an additional view of the incident and inherits the event properties of the in-car video system's record, such as officer name, event category, and more, based on configuration.

1.3. V700 AND APX RADIO INTEGRATION

Motorola Solutions' APX two-way radios can pair with V700 body-worn cameras to automate video capture through Bluetooth. When the APX's emergency mode button is pressed, or the ManDown feature is activated, the V700 is triggered to start recording immediately. The recording will continue until manually stopped by the officer via the start/stop button on the V700 or group in-car video system.

1.4. HOLSTER AWARE™ INTEGRATION

The V700 integrates with a Holster Aware™ sensor through Bluetooth. If configured, the sensor automatically prompts the V700 to record the moment the holstered equipment is drawn. The holster sensor information is stored with the V700 user profile and uploaded to the evidence management system. If the user is assigned to a different camera, the holster sensor information will be applied to the new camera. The holster sensor allows officers to record high-stress events as they unfold, without having to sacrifice situational awareness by manually activating the V700.





QUOTE-2713199
(8) M500 (8) V700

1.5. DOCKING STATIONS

The V700 has three docking options:



Transfer Station – The Transfer Station is built for large, multi-location agencies with large numbers of V700 cameras in service at any given time. It can charge up to eight fully assembled body-worn cameras or individual batteries. The eight docking slots include an LED indication of a battery charging and upload status. While the V700 charges, the Transfer Station can automatically offload recordings from the camera to the evidence management system via an integrated 2.5Gb switch. The Transfer Station connects directly to the LAN for fast offload of recorded events to storage, while charging the body-worn camera battery. The Transfer Station supports comprehensive device management capabilities, such as camera configuration, checkout and officer assignment options; rapid checkout, kiosk, and individual camera checkout; automatic firmware and configuration updates.



USB Base – The USB Base charges the battery of a single V700 or standalone battery pack. The USB Base can be mounted in a vehicle or attached to a desktop or Mobile Data Computer with 12V or USB connection for power. The USB Base has LED indications for battery charging status and upload, and an ambient light sensor for optimal LED brightness control from bright sunlight to the dim interior of a patrol car. When connected to a laptop or desktop computer, the USB Base can be used to upload recordings to the evidence management system, as well as, receive firmware and configuration updates.



Wi-Fi Base – The Wi-Fi Base is mounted in a vehicle. It facilitates V700 upload of video evidence to the evidence management system, firmware updates, communication between V700 and in-car video system group devices and charges fully assembled V700s or individual battery packs. It has LED indications of battery charging status and upload, and an ambient light sensor for optimal LED brightness control, from bright sunlight to the dim interior of a patrol car.

1.6. MOUNTING SOLUTIONS

V700 is compatible with the entire line of V300 mounting solutions as depicted below.

WGP02798

WGA00669

WGA00668

WGP02697

WGP03088

WGP03085



Magnetic Center Shirt Mount



Tek-Lok Belt Mount



Molle Locking Mount



Shirt Clip



Heavy Jacket Clip



Heavy Jacket Magnetic Mount



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M500 IN-CAR VIDEO SYSTEM

SOLUTION DESCRIPTION

The M500 In-Car Video System is the first AI-enabled in-car video solution for law enforcement. It combines Motorola’s powerful camera technology with our industry-leading digital evidence management software, VideoManager, to deliver high-quality digital evidence and real-time analytics.

The M500 offers the following benefits:



- Delivers exceptionally clear, evidence-grade video, from inside and outside the vehicle

The M500 has three high-definition cameras, mounted on the front and rear windshield and in the cabin. The front camera has a 4K sensor, with an ultra high-definition recording resolution that captures both wide-angle and focused video streams. The cabin camera’s infrared illumination allows backseat recording in total darkness, and a built-in microphone captures audio in the vehicle during recording.

- Works reliably, even in challenging situations

The cameras and processor are small, rugged devices, easily and securely installed where they do not hinder any line of sight. They are tamper proof and built to withstand significant impact and severe weather conditions. Even if a vehicle is in a serious collision, the Uninterruptible Power Supply automatically kicks in to continue capturing evidence for those critical extra seconds.

- Protects video data, whether in transit or at rest

The powerful core processor, with a 1 terabyte drive, securely stores all video footage, encrypting the data to prevent cyber threats.

- Provides users a reliable, easy-to-learn system

Ease of use is at the heart of the M500. The interface is highly intuitive, and any feature can be accessed with no more than three touches of the control panel. Users can start a recording manually or program sensors to activate a recording when triggered – such as a siren, blue lights, vehicle speed, crash detection, wireless microphones, and more. After the recording starts and is categorized, everything is automated, including the uploading of footage to the system’s evidence management software, VideoManager. There, recordings are easily managed, redacted, organized, and shared with all authorized parties, including first responders, fleet managers, investigative officers, supervisors, prosecutors, and legal teams.

- Increases efficiency

The system’s software makes it easy to search and analyze video footage, which can save countless hours for users and minimize human error.



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(8) M500 (8) V700

- Promotes trust

By providing a clear record of incidents that occur while officers are on duty, the M500 promotes trust between public safety agents and the communities they serve.

- Integrates seamlessly with other Motorola technologies

The M500 offers additional benefits when working in conjunction with Motorola's V700 Body-Worn Camera or L5M License Plate Recognition camera and VehicleManager.

When used with the V700, the M500 in-car video system triggers the V700 to record at the same time. Officers can focus on the situation at hand, while the cameras – working together as a seamless system – capture synchronized recording from multiple vantage points. The footage is uploaded to and can be reviewed on the same system.

When used with the L5M, both the LPR camera and the M500 feed their collected license plate data into Vigilant VehicleManager and display the information on a single interface. Working together, the systems increase coverage while maintaining ease of use through a shared user interface and database.

The M500 is a reliable and comprehensive mobile video solution that will enhance safety, promote accountability, and improve efficiency. It ensures that you always have the critical information needed for smarter, faster decisions to help keep officers and the communities they serve safe.



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MOBILE VIDEO PRODUCTS NEW SYSTEM STATEMENT OF WORK

OVERVIEW

This Statement of Work (SOW) outlines the responsibilities of Motorola Solutions, Inc. (Motorola) and the Customer for the implementation of body-worn camera(s) and/or in-car video system(s) and your digital evidence management solution. For the purpose of this SOW, the term “Motorola” may refer to our affiliates, subcontractors, or certified third-party partners. A third-party partner(s) (Motorola-certified installer) will work on Motorola’s behalf to install your in-car video system(s) (if applicable).

This SOW addresses the responsibilities of Motorola and the Customer that are relevant to the implementation of the hardware and software components listed in the Solutions Description. Any changes or deviations from this SOW must be mutually agreed upon by Motorola and the Customer and will be addressed in accordance with the change provisions of the Contract. The Customer acknowledges any changes or deviations from this SOW may incur additional cost.

Motorola and the Customer will work to complete their respective responsibilities in accordance with the Project Schedule. Any changes to the Project Schedule must be mutually agreed upon by both parties in accordance with the change provisions of the Contract.

Unless specifically stated, Motorola will perform the work remotely. The Customer will provide Motorola personnel with access to their network and facilities so Motorola is able to fulfill its obligations. All work will be performed during normal business hours based on the Customer’s time zone (Monday through Friday from 8:00 a.m. to 5:00 p.m.).

The number and type of software subscription licenses, products, or services provided by Motorola are specifically listed in the Contract and referenced in the SOW. Services provided under this SOW are governed by the mutually executed Contract between the parties, or Motorola’s Master Customer Agreement and applicable addenda (“Contract”).

AWARD, ADMINISTRATION, AND PROJECT INITIATION

Project Initiation and Planning will begin following the execution of the Contract between Motorola and the Customer. At the conclusion of Project Planning, Motorola’s Project Manager (PM) will begin status meetings and provide status reports on a regular cadence with the Customer’s PM. The status report will provide a summary of activities completed, activities planned, progress against the project schedule, items of concern requiring attention, as well as, potential project risks and agreed upon mitigation actions.

Motorola utilizes Google Meet as its teleconference tool. If the Customer desires to use an alternative teleconferencing tool, any costs incurred from the use of this alternate teleconferencing tool will be the responsibility of the Customer.

FBI-CJIS SECURITY POLICY – CRIMINAL JUSTICE INFORMATION

CJIS Security Policy Compliance

Motorola does not believe our Mobile Video offerings (i.e. in-car/body-worn cameras) require compliance with the FBI-CJIS Security Policy (CJISSECPOL) based on the definition in Section 4 of CJISSECPOL and how the FBI-CJIS defines Criminal Justice Information. However, Motorola does design its products with the CJISSECPOL





security controls as a guide. Motorola's Mobile Video system design and features support best practice security controls and policy compliance. In the event of a CJIS technical audit request, Motorola will support the Customer throughout this process.

Personnel Security – Background Screening

Motorola will assist the Customer with completing the CJIS Security Policy Section 5.12 Personnel Security related to authorized personnel background screening when requested to do so by the Customer. Based on Section 5.12, a Motorola employee is defined as someone who is required to be on the Customer's property with unescorted access. Motorola employees will also have access to the Customer's network(s) and stored information. Motorola has remote access tools to support virtual escorted access to on-premises customer assets.

Additionally, Motorola performs independent criminal background investigations including name based background checks, credential and educational vetting, credit checks, U.S. citizen and authorized worker identity verification on its employees.

Motorola will support the Customer in the event of a CJIS audit request to validate employees assigned to the project requiring CJIS Section 5.12 Personnel Security screening and determine whether this list is up to date and accurate. Motorola will notify the Customer within 24 hours or next business day of a personnel status change.

Security Awareness Training

Motorola requires all employees who will support the Customer to undergo Level 3 Security Awareness Training provided by Peak Performance and their CJIS online training platform. If the Customer does not have access to these records, Motorola can facilitate proof of completion. If the Customer requires additional and/or separate training, Motorola will work with the Customer to accommodate this request at an additional cost.

CJIS Security Addendum

Motorola requires all employees directly supporting the Customer to sign the CJIS Security Addendum if required to do so by the Customer.

Third Party Installer

The Motorola-certified third party installer will work independently with the Customer to complete the Section 5.12 Personnel Security checks, complete Security Awareness Training and execute the CJIS Security Addendum.

COMPLETION CRITERIA

The project is considered complete once Motorola has completed all responsibilities listed in this SOW. The Customer's task completion will occur based on the Project Schedule to ensure Motorola is able to complete all tasks without delays. Motorola will not be held liable for project delays due to incomplete Customer tasks.

The Customer must provide Motorola with written notification if they do not accept the completion of Motorola responsibilities. Written notification must be provided to Motorola within ten (10) business days of task completion. The project will be deemed accepted if no written notification is received within ten (10) business days.

In the absence of written notification for non-acceptance, beneficial use will occur thirty (30) days after functional demonstration of the system.





SUBSCRIPTION SERVICE PERIOD

If the contracted system includes a subscription, the subscription service period will begin upon the Customer's receipt of credentials for access. The provision and use of the subscription service is governed by the Contract.

PROJECT ROLES AND RESPONSIBILITIES OVERVIEW

Motorola Project Roles and Responsibilities

The Motorola Project Team will be assigned to the project under the direction of the Motorola PM. Each team member will be engaged in different phases of the project as necessary. Some team members will be multi-disciplinary and may fulfill more than one role.

In order to maximize effectiveness, the Motorola Project Team will provide various services remotely by teleconference, web-conference, or other remote method in order to fulfill our commitments as outlined in this SOW.

Our experience has shown customers who take an active role in the operational and educational process of their system realize user adoption sooner and achieve higher levels of success with system operation. The subsections below provide an overview of each Motorola Project Team Member.

Project Manager (PM)

The PM will be the principal business representative and point of contact for Motorola. The PM's responsibilities may include but are not limited to:

- Manage Motorola responsibilities related to the delivery of the project.
- Maintain the Project Schedule, and manage assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Coordinate schedules of assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Conduct equipment inventory if applicable.
- Maintain project communications with the Customer.
- Identify and manage project risks.
- Coordinate collaboration of Customer resources to minimize project delays.
- Evaluate project status against Project Schedule.
- Conduct status meetings on mutually agreed upon dates to discuss project status.
- Provide timely responses to Customer inquiries and issues related to project progress.
- Conduct daily status calls with the Customer during Go-Live.

Post Sales Engineer

The Post Sales Engineer will work with the Customer's Project Team on:

- Discovery validation.
- System provisioning.
- Covers the IT portion of the Project Kickoff Call with the Customer.
- Contracted data migration between two disparate digital evidence management systems (if applicable).





System Technologist (ST)

The ST will work with the Customer's Project Team on:

- Configure Customer's digital evidence management system.
- Inspect installation and configure hardware devices.
- Provide instructions to the Customer on how to configure the hardware.
- Review Deployment Checklist with the Customer.
- Develop and submit a Trip Report.
- Update Customer IP Map.

Professional Services Engineer (if applicable)

The Professional Services Engineer is engaged on projects that include integration between Motorola's digital evidence management system and the Customer's third-party software application. Their responsibilities include:

- Delivery of the interface between Motorola's digital evidence management system and the Customer's third-party software (e.g. CAD).
- Work with the Customer to access required systems/data.

Application Specialist (if applicable)

The Application Specialist will work with the Customer Project Team on system provisioning and education. The Application Specialist's responsibilities include but are not limited to:

- Deliver provisioning education and guidance to the Customer for operating and maintaining their system.
- Provide product education as defined by this SOW and described in the Education Plan.
- Provide on-site training based on the products the Customer purchased.

Technical Trainer / Instructor

The Technical Trainer / Instructor provides training on-site or remote depending on the training topic and deployment services purchased.

Motorola-Certified Installer

The Motorola-certified installer is primarily responsible for installing in-car video systems (ICVs) into Customer vehicles. There are specific requirements the 3rd party partner must meet in order to be considered a Motorola-certified installer, and they include the following:

- **Required Training**
 - WTG0501 - M500 Vehicle Installation Certification (Remote) or WTG0503 - M500 Vehicle Installation Certification (Live)
 - Needs to be renewed yearly.
 - Needs to be submitted to the PM by the technician completing the installation no less than thirty (30) days prior to the installation.
 - Review of any previous Motorola Solutions Technical Notifications (MTNs).
- **Optional Training**
 - WGD00186 - M500 Installation Overview and Quick Start (NA)
 - Not required for installation. Available for the installing technician.
 - WGD00177 - M500 In-Car Video System Installation Guide
 - Not required for installation. Available for the installing technician.
 - MN010272A01 - M500 In-Car Video System Basic Service Manual





- Not required for installation. Available for the installing technician.

Other responsibilities the Motorola-certified installer may be involved in include the installation of cellular routers or Access Points. These activities will only be completed by Motorola if Motorola quotes these services; otherwise, the completion of these services are solely the responsibility of the Customer.

Customer Support Services Team

The Customer Support Services Team will provide on-going support to the Customer following Go-Live and final acceptance of the project.

Customer Project Roles and Responsibilities

Motorola has defined key resources that are critical to this project and must participate in all the activities defined in this SOW. During the Project Planning phase, the Customer will be required to provide names and contact information for the roles listed below. It is critical that these resources are empowered to make decisions based on the Customer's operational and administration needs. The Customer Project Team will be engaged from Project Initiation through Beneficial Use of the system. In the event the Customer is unable to provide the resources identified in this section, Motorola may be able to supplement these resources at an additional cost.

Project Manager

The PM will act as the primary point of contact for the duration of the project. In the event the project involves multiple locations, Motorola will work exclusively with the Customer's primary PM. The PM's responsibilities will include, but are not limited to:

- Communicate and coordinate with other project participants.
- Manage the Customer Project Team including subcontractors and third-party vendors. This includes timely facilitation of tasks and activities.
- Maintain project communications with the Motorola PM.
- Identify tasks required of Customer staff that are outlined in this SOW and the Project Schedule.
- Consolidate all project inquiries from Customer staff to present to Motorola PM.
- Approve a deployment date offered by Motorola.
- Review Project Schedule with the Motorola PM and finalize tasks, dates, and responsibilities.
- Measure and evaluate progress against the Project Schedule.
- Monitor project to ensure resources are available as required.
- Attend status meetings.
- Provide timely responses to issues related to project progress.
- Liaise and coordinate with other agencies, Customer vendors, contractors, and common carriers.
- Review and administer change control procedures, hardware and software certification, and all related project tasks required to meet the deployment date.
- Ensure Customer vendors' readiness ahead of the deployment date.
- Assign one or more personnel to work with Motorola staff as needed for the duration of the project, including one or more representatives from the IT department.
- Identify a resource with authority to formally acknowledge and approve milestone recognition certificates, as well as, approve and release payments in a timely manner.
- Provide Motorola personnel with access to all Customer facilities where system equipment is to be installed. Temporary identification cards are to be issued to Motorola personnel, if required for access.
- Ensure remote network connectivity and access for Motorola resources.





- Assume responsibility for all fees pertaining to licenses, inspections and any delays associated with inspections due to required permits as applicable to this project.
- Provide reasonable care to prevent equipment exposure from contaminants that may cause damage to the equipment or interruption of service.
- Ensure a safe working environment for Motorola personnel.
- Identify and manage project risks.
- Provide signature(s) of Motorola-provided milestone recognition certificate(s) within ten (10) business days of receipt.

IT Support

IT Support manages the technical efforts and ongoing activities of the Customer's system. IT Support will be responsible for managing Customer provisioning and providing Motorola with the required information for LAN, WAN, server and client infrastructure.

The IT Support Team responsibilities include but are not limited to:

- Participate in delivery and training activities to understand the software and functionality of the system.
- Participate with Customer Subject Matter Experts (SMEs) during the provisioning process and associated training.
- Authorize global provisioning decisions and be the Point of Contact (POC) for reporting and verifying problems.
- Maintain provisioning.
- Implement changes to Customer infrastructure in support of the proposed system.

Video Management Point of Contact (POC)

The Video Manager POC will educate users on digital media policy, participate in Discovery tasks, and complete the Video Management Administration training. The Customer is responsible for its own creation and enforcement of media protection policies and procedures for any digital media created, extracted, or downloaded from the digital evidence management system.

Subject Matter Experts (SMEs)

SMEs are a core group of users involved with the analysis, training and provisioning process, including making decisions on global provisioning. The SMEs should be experienced users in their own respective field (evidence, dispatch, patrol, etc.) and should be empowered by the Customer to make decisions based on provisioning, workflows, and department policies related to the proposed system.

Training POC

The Training POC will act as the course facilitator and is considered the Customer's educational monitor. The Training POC will work with Motorola when policy and procedural questions arise. They will be responsible for developing any agency specific training material(s) and configuring new users on the Motorola Learning eXperience Portal (LXP) system. This role will serve as the first line of support during Go-Live for the Customer's end users.



General Customer Responsibilities (if applicable)

In addition to the Customer responsibilities listed above, the Customer is responsible for the following:

- All Customer-provided equipment, including third-party hardware and software needed for the proposed system but not listed as a Motorola deliverable. Examples include end user workstations, network equipment, etc.
- Configure, test, and maintain third-party system(s) that will interface with the proposed system.
- Establish an Application Programming Interface (API) for applicable third-party system(s) and provide documentation that describes the integration to the Motorola system.
- Coordinate and facilitate communication between Motorola and Customer third-party vendor(s) as required.
- Motorola-certified installers must be certified through LXP for remote or in person installation training. The Customer is responsible for work performed by non-certified installers.
- Upgrades to Customer's existing system(s) in order to support the proposed system.
- Mitigate the impact of upgrading Customer third-party system(s) that will integrate with the proposed system. Motorola strongly recommends working with the Motorola Project Team to understand the impact of such upgrades prior to taking action.
- Active participation of Customer SMEs during the course of the project.
- Electronic versions of any documentation associated with business processes identified.
- Providing a facility with the required computer and audio-visual equipment for training and work sessions.
- Ability to participate in remote project meetings using Google Meet or a mutually agreed upon Customer-provided remote conferencing tool.

Motorola is not responsible for any delays that arise from Customer's failure to perform the responsibilities outlined in this SOW or delays caused by Customer's third-party vendor(s) or subcontractor(s).

NETWORK AND HARDWARE REQUIREMENTS

The following requirements must be met by the Customer prior to Motorola installing the proposed system:

- Provide network connectivity for the transfer and exchange of data for the proposed system.
- Provide Virtual Private Network (VPN) remote access for Motorola personnel to configure the system and conduct diagnostics.
- Provide Internet access to server(s).
- Provide devices such as workstations, tablets, and smartphones with Internet access for system usage. Chrome is the recommended browser for optimal performance. The workstations must support MS Windows 11 Enterprise.
- Provide and install antivirus software for workstation(s).
- Provide Motorola with administrative rights to Active Directory for the purpose of installation, configuration, and support.
- Provide all environmental conditions such as power, uninterruptible power sources (UPS), HVAC, firewall and network requirements.
- Ensure required traffic is routed through Customer's firewall.

Motorola is not responsible for any costs or delays that arise from Customer's failure to meet network and hardware requirements.



PROJECT PLANNING

A clear understanding of the needs and expectations of Motorola and the Customer is critical to fostering a collaborative environment of trust and mutual respect. Project Planning requires the gathering of specific information to set clear project expectations and guidelines, as well as lay the foundation for a successful implementation.

PROJECT PLANNING SESSION

A Project Planning Session will be scheduled after the Contract has been executed. The Project Planning Session is an opportunity for the Motorola and Customer PM to meet prior to the Project Kickoff Meeting and review key elements of the project and expectations. Depending on the items purchased, the agenda will typically include:

- A high level review of the following project elements:
 - Contract documents.
 - A summary of contracted applications and hardware as purchased.
 - Customer's involvement in project activities to confirm understanding of scope and required time commitments.
 - A high level Project Schedule with milestones and dates.
- Confirm CJIS background investigations and fingerprint requirements for Motorola employees and/or subcontractors.
- Determine Customer location for Motorola to ship their equipment for installation.

Motorola Responsibilities

- Schedule the remote Project Planning Session.
- Request the assignment of Customer Project Team and any additional Customer resources that are instrumental to the project's success.
- Provide the initial Project Schedule.
- Baseline the Project Schedule.
- Review Motorola's delivery approach and its reliance on Customer-provided remote access.
- Document mutually agreed upon Project Kickoff Meeting Agenda.
- Request user information required to establish the Customer in LXP.

Customer Responsibilities

- Identify Customer Project Team and any additional Customer resources that are instrumental to the project's success.
- Acknowledge the mutually agreed upon Project Kickoff Meeting Agenda.
- Provide approval to proceed with the Project Kickoff Meeting.

Motorola Deliverables

- Project Kickoff Meeting Agenda.

PROJECT KICKOFF

Motorola will work with the Customer to understand the impact of introducing a new solution and the preparedness needed for a successful implementation.



Note – The IT Questionnaire is completed during the pre-sales process and prior to Contract award. The IT Questionnaire is given to Motorola at the time of offer acceptance. Delay in completing the IT Questionnaire may delay shipment of equipment. Motorola will not be responsible for any delays associated with or related to the completion of the IT Questionnaire.

Motorola Responsibilities

- Review Contract documents including project delivery requirements as described in this SOW.
- Discuss the deployment start date and deliver the Deployment Checklist.
- Discuss vehicle equipment installation activities and responsibilities.
- Discuss the equipment inventory process (if applicable).
- Discuss project team participants and their role(s) in the project with fulfilling the obligations of this SOW.
- Review resource and scheduling requirements.
- Discuss Motorola remote system access requirements (24-hour access to a secured two-way Internet connection through the Customer's firewall for the purpose of deployment and maintenance).
- Discuss and deliver the Business Process Review (BPR) Workbook.
- Complete all necessary documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.
- Discuss the LXP training approach.
- Provide designated Customer administrator with access to LXP.
- Review and agree on completion criteria and the process for transitioning to support.

Customer Responsibilities

- Provide feedback on project delivery requirements.
- Review the Deployment Checklist.
- Review the roles of project participants to identify decision-making authority.
- Provide VPN access to Motorola personnel to facilitate delivery of services described in this SOW.
- Validate non-disclosure agreements, approvals, and other related items are complete (if applicable).
- Provide all documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.
- Provide Motorola with names and contact information to the designated LXP Administrator(s).

Motorola Deliverables

- Project Kickoff Meeting Minutes.
- BPR Workbook.
- Deployment Checklist.

DISCOVERY TELECONFERENCE

During the Discovery Teleconference, Motorola will meet with the Customer to define system configuration, as well as, agency recording and retention policies. This information will be documented in the Business Process Review (BPR) Workbook, which is used as a guide for configuration and provisioning decisions.

Motorola Responsibilities

- Facilitate Discovery Teleconference(s).
- Review and complete BPR Workbook with the Customer.





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- Confirm Customer-provided configuration inputs.

Customer Responsibilities

- Gather and review information required to complete the BPR Workbook during the Discovery Teleconference.
- Schedule Customer Project Team and SMEs to attend the Discovery Teleconference. SMEs should be present to weigh-in on hardware, software and network components. Customer attendees should be empowered to convey policies and make modifications to policies as necessary.
- Return completed BPR Workbook no later than five (5) business days after the conclusion of the Discovery Teleconference.

Motorola Deliverables

- Completed BPR Workbook.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

PROJECT EXECUTION

HARDWARE PROCUREMENT AND INSTALLATION

Motorola will procure contracted hardware as part of the ordering process. The hardware will be configured with a basic profile in line with the information provided by the IT Questionnaire or Discovery Teleconference for installation and configuration of the system. The Customer is responsible for providing an installation environment that meets manufacturer's specifications for the hardware, which includes but is not limited to:

- Power
- Heating and Cooling
- Network Connectivity
- Access and Security
- Conduit and Cabling

Motorola Responsibilities

- Procure contracted equipment and ship to the Customer's designated location.
- Inventory equipment after arrival at Customer location (if applicable).
- Install backend server in Customer's designated area (if applicable).
- Conduct a power-on test to validate the installed hardware and software are ready for configuration.
- Verify remote connection to hardware.
- For an on-site deployment, Motorola will be responsible for verifying the body-worn camera Transfer Stations are connected to the Customer's network. The Customer is responsible for ensuring Motorola has the correct IP address(es) for configuring the Transfer Stations, and the Customer's network is operational.
- The installer will be responsible for installing the Access Point(s) (APs) if provided by Motorola (if applicable).
- The ST will verify whether the AP(s) are properly installed and connected to the network (if applicable).
- Create a Trip Report outlining the activities completed during configuration and testing of system hardware.

Customer Responsibilities (if applicable)

- Procure Customer-provided equipment and make it available at the installation location.
- Confirm the server room complies with environmental requirements (i.e. power, uninterruptible power, surge protection, heating/cooling, etc.).
- Verify the server is connected to the Customer's network.
- Provide, install, and maintain antivirus software for server(s) and/or workstation(s).
- Enable outgoing network connection (external firewall) to the CommandCentral cloud by utilizing the Customer's Internet connection (if applicable).
- Install Customer-supplied APs (if applicable).
- Verify APs are properly installed and connected to the network (if applicable).
- For remote deployments, the Customer is responsible for verifying the body-worn camera Transfer Stations are connected to their network.
- Confirm access to installed software on Customer-provided workstation(s).
- For body-worn cameras, the Customer will verify whether the Transfer Station(s) are connected to their network.

Motorola Deliverables

- Contracted Equipment.



- Equipment Inventory (if applicable).

In-Car Video System Configuration (if applicable)

The Motorola-certified installer will complete the installation of the in-car video (ICV) system(s) within the Customer-provided vehicle(s). The installer may also be responsible for installing cellular routers or WiFi radios inside the vehicle(s) for wireless upload of video to the Customer’s digital evidence management system.

The Customer vehicles must be available for the ST to complete the configuration and testing of the contractual number of ICVs. If the Customer does not have all vehicles available during the agreed upon date and time, the Customer may opt to sign-off on the number of ICV configurations completed. If the Customer requires the ST to complete the full contractual number of ICVs at a later date and time, additional cost may be incurred. **Table 1-1** shows the number of ICVs an ST is contractually obligated to configure and test based on the number of ICVs purchased.

Table 1-1: Number of Contractual ICV Configurations

Number of ICV Purchased	Number of ICV to Test
1	1
2	2
3	3
4	4
5 - 25	5
26 - 50	10
51 - 75	15
76 - 100	20
101 - 150	30
151 - 200	40
201+	20%

Note – The Pricing Page will reflect in-car video installation services by Motorola if Motorola is responsible for the vehicle installations.

Motorola Responsibilities

- Setup server for ICV digital video recorder (DVR) configuration.
- Create configuration USB used to complete ICV hardware configuration and validation.
- Travel to the Customer site to conduct configuration and testing of ICVs.
- Complete ICV configuration on a single vehicle, and validate the configuration with the Customer.
- Receive Customer approval to proceed with remaining ICV configurations.
- Complete remaining contracted vehicle configurations.
- Test a subset of completed ICV hardware configurations.



Any sales transaction following Motorola’s quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the “Underlying Agreement”) that authorizes Customer to purchase equipment and/or services or license software (collectively “Products”). If no Underlying Agreement exists between Motorola and Customer, then Motorola’s Standard Terms of Use and Motorola’s Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

- For Motorola-certified installer, complete the installation of cellular router and confirm placement of antenna mounting with Customer (if applicable).
- The Motorola-certified installer will install Customer-provided SIM card into cellular router and connect cellular router to ICV (if applicable).
- Activities surrounding ICV (M500) interface to Automatic License Plate Recognition (ALPR) (if applicable).
 - Install Car Detector Mobile MDC Software on Customer-provided mobile data terminal (MDT) within the vehicle.
 - Configure MDC Network Card.

Customer Responsibilities

- Provide Motorola with remote connection and access credentials to complete ICV hardware configuration.
- Notify Motorola of the vehicle installation location.
- Coordinate and schedule date and time for ICV hardware configuration(s).
- Make ICV hardware available to Motorola for configuration and testing in accordance with the Project Schedule.
- Provide cellular SIM Card for Internet connectivity to the installer at time of vehicle installation.

Motorola Deliverables

- Complete Functional Validation Plan as it applies to the proposed solution.

NOTE - The Customer is responsible for having all vehicles and devices available for installation per the Project Schedule. All cellular data fees and Internet connectivity charges are the responsibility of the Customer. If a Motorola-certified installer is not used to install the ICV(s), Motorola is not responsible for any errors in hardware installation, performance or delays in the Project Schedule. In the event the Customer takes on the responsibility of installing the ICV(s) through a Motorola-certified installer, Motorola is also not responsible for any errors in hardware installation, performance or delays in the Project Schedule. For ALPR installations, an MDT is required for all vehicles (if applicable).

Body Worn Camera Configuration (if applicable)

The Transfer Station will be utilized to configure each body-worn camera according to the Business Process Review. In order for this process to be successfully completed, the Transfer Station must be connected to the Customer’s digital evidence management system. The table below shows the number of body-worn cameras an ST is contractually obligated to configure and test based on the number of body-worn cameras purchased.

Table 1-2: Number of Contractual Body-Worn Camera Configurations

Number of BWC Purchased	Number of BWC to Test
1	1
2	2
3	3
4	4
5 - 25	5
26 - 50	10



Number of BWC Purchased	Number of BWC to Test
51 - 75	15
76 - 100	20
101 - 150	30
151 - 200	40
201+	20%

Motorola Responsibilities

- Configure Transfer Station(s) for connectivity to the digital evidence management system.
- Verify the Transfer Station(s) is configured properly and connected to the network.
- Configure body-worn camera(s) within the digital evidence management system.
- Check out body-worn camera(s) and create a test recording.
- Verify completion of upload from body-worn camera(s) after it is docked in a Transfer Station or USB dock.
- Install and provide a demonstration of client software as part of the same on-site engagement as Go-Live, unless otherwise outlined in this SOW.

Customer Responsibilities

- Select physical location(s) for Transfer Station(s).
- Provide and install workstation hardware.
- Complete installation of client software on remaining workstations and mobile devices.
- Validate functionality of components and solution utilizing the Deployment Checklist.
- Provide Motorola remote connection information and necessary credentials.

Automatic License Plate Recognition (ALPR) Commissioning (if applicable)

This section highlights the responsibilities of Motorola and the Customer when an in-car video system interfaces with the Law Enforcement Archival Report Network (LEARN) database.

Motorola Responsibilities

- Create a Customer account in the LEARN system with user emails.
- Verify the Customer has installed and launched the Vigilant Car Detector Mobile Software per the Vigilant LEARN Quickstart Guide.
- Provide Mobile LPR - Officer Safety Basic and Advanced Pre-Installation Checklist.
- Provide Agency Manager with Training Materials and Car Detector Mobile MDC software installation guide.
- Advise Agency Manager of different options available to add new users.
- Confirm Agency Manager is aware of registration required for Hotlists.
- Confirm Agency Manager understands how to set up data-sharing.

Customer Responsibilities

- Identify the Agency Manager.
- Register to receive access to Hotlists.



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SOFTWARE INSTALLATION AND CONFIGURATION

Motorola will install VideoManager Evidence Library (EL) software on a specified number of workstations dictated by the Contract. The Customer will be responsible for installing the software on the remaining workstations. Provisioning of VideoManager EL software will be done in accordance with the information contained in the BPR Workbook.

Installation of VideoManager EL software consists of the following activities:

- Delivery and installation of server hardware (if applicable).
- Network discovery.
- Operating system and software installation.
- Onboarding user / group identity set up.
- Provide access to the application.

VideoManager EL (if applicable)

The VideoManager EL software is an on-premises solution that requires an onsite server and supports both body worn cameras and in-car video systems.

Motorola Responsibilities

- Install software on a specified number of customer workstations and/or mobile devices.
- Use information provided in the BPR Workbook to configure VideoManager EL software.
- Test software using applicable portions of the Functional Validation Plan.
- Provide instruction on client software USB utility.

Customer Responsibilities

- Provide a network environment that conforms to the requirements presented in the Solution Description.
- Procure and install server and storage hardware at desired location in accordance with Solution Description requirements.
- Perform a power on test with Motorola.
- Provide assigned Motorola System Administrator with access to SQL database for installation purposes (Motorola's access will be revoked upon conclusion of the installation).
- For Active Directory integration, provide domain user (service account), security group (for application administrators including service account), and domain read access (if applicable).
- Provide workstation and/or mobile device hardware in accordance with specifications listed in the Solution Description.
- Complete online training.
- Complete installation of client software on remaining workstations and/or mobile devices.

VideoManager ELC (if applicable)

VideoManager ELC software is a cloud solution that does not require an onsite server and supports both body-worn cameras and in-car video systems.

Motorola Responsibilities

- Use information provided in BPR Workbook to configure VideoManager ELC software.
- Based on Customer feedback, perform the following activities:





- Create users, groups, and setup permissions.
- Create event categories.
- Set retention policies.
- Test software using applicable portions of the Functional Validation Plan.
- Ensure training POC can access the system.

Customer Responsibilities

- Verify traffic can be routed through Customer's firewall and reaches end user workstations.

CloudConnect Installation and Configuration (applicable for CommandCentral Aware purchase)

Motorola Responsibilities

- Verify remote access capability.
- Remotely configure CloudConnect Virtual Machine within the Cloud Anchor Server.
- Configure network connectivity and test connection to the CloudConnect Virtual Machine.
- Create an IPSEC tunnel.
- Provide Customer with the information for setting up the IPSEC tunnel.

Customer Responsibilities

- Provide Motorola with two static IP addresses, corresponding subnet masks/default gateway, and available NTP and DNS IP for the CloudConnect Virtual Machine and the Cloud Anchor Server.
- Confirm with Motorola the network performance requirements are met.
- Configure firewall to allow traffic from IPSEC tunnel.

Completion Criteria

- CloudConnect Virtual Machine configuration is complete and accessible throughout the network.

CommandCentral Evidence (if applicable)

Motorola will work with the Customer to determine best industry practices, current operations environment, and subsystem integration to ensure optimal configuration of your CommandCentral Evidence solution.

Motorola Responsibilities

- Use the CommandCentral Admin Portal to provision users, groups, and rules based on Customer Active Directory data.
- Guide the Customer in the configuration of CommandCentral Evidence.

Customer Responsibilities

- Supply access and credentials to Customer's Active Directory for the purpose of Motorola conducting CommandCentral Evidence provisioning.
- Respond to Motorola's inquiries regarding users, groups and agency mapping to CommandCentral Evidence.
- Provision policies, procedures, and user permissions.
- Configure evidence as directed by Motorola.





DATA MIGRATION SERVICES (IF APPLICABLE)

The Customer is responsible for partitioning data to be converted from a legacy or on-premises digital evidence management system to an on-cloud solution as part of this offer. The Customer will have ten (10) business days to provide feedback after Motorola validates the migrated data. If feedback is not received on or before ten (10) business days, Motorola will assume the migration is complete.

Motorola Responsibilities

- Receive access to Customer video data.
- Perform contracted data migration and validation.

Customer Responsibilities

- Provide remote access to partitioned data to be migrated.
- Validate migrated dataset, and provide Motorola with feedback within ten (10) business days.

Completion Criteria

- A migrated dataset as defined in the Contract.

DEMS INTEGRATIONS AND THIRD-PARTY INTERFACES (IF APPLICABLE)

The integration between Motorola's digital evidence management system and the Customer's third-party system may consist of an iterative series of activities depending on the complexity of accessing the third-party system. Interfaces will be installed and configured in accordance with the Project Schedule. The Customer is responsible for engaging third-party vendors as required to facilitate connectivity and testing of the interface(s).

Motorola Responsibilities

- Develop and configure interface(s) to support the functionality described in the Solution Description.
- Establish and validate connectivity between Motorola and third-party systems.
- Perform functional demonstration to confirm the interface(s) can transmit and receive data to the Customer's digital evidence management system.

Customer Responsibilities

- Act as liaison between Motorola and third-party vendor(s) as required to establish connectivity to the digital evidence management system.
- Provide personnel authorized to make changes to the network and third-party systems to support Motorola's integration efforts.
- Provide network connectivity between digital evidence management system and the third-party system(s).
- Provide information on API, SDKs, data scheme, and any documentation necessary to establish interfaces with all local and remote systems. This information should be provided to the Motorola PM within ten (10) business days of the Interface Engagement Meeting.

NOTE - At the time of initial design, unknown circumstances, requirements or anomalies may present difficulties with interfacing Motorola products to a third-party application. These difficulties could result in a poorly performing or a non-functional interface. By providing Motorola with this information early in the deployment process, will put us in the best position to mitigate these potential issues. If the resolution requires additional third-party integration, application upgrades, APIs, and/or additional software licenses, the Customer is responsible for addressing these issues at their cost. Motorola is not responsible for any delays or costs associated with third-party applications or Customer-provided third-party hardware or software.



SYSTEM TRAINING

The objective of this section is to prepare for and deliver training. Motorola training consists of computer-based (online) and instructor-led (on-site or remote) depending on what is purchased. Our training delivery methods will vary depending on course content. Training will be delivered in accordance with the Education Plan. As part of our training delivery, Motorola will provide user guides and training materials in an electronic format.

ONLINE TRAINING (IF APPLICABLE)

Online training is made available to the Customer through LXP. This subscription service provides customers with unlimited access to our online training content and provides users with the flexibility of learning the content at their own pace. Training content is added and updated on a regular basis to keep information current.

Through LXP, a list of available online training courses, Motorola User Guides, and Training Material are accessible in electronic format.

Motorola Responsibilities

- Designate a LXP Administrator to work with the Customer.
- Establish an accessible instance of LXP for the Customer.
- Configure a Customer-specific portal view.
- Organize content to align with Customer's selected technologies.
- Create initial Customer user accounts and a single Primary Administrator account.
- During onboarding, assist the Customer with LXP usage.
- Provide technical support for user account and access issues, LXP functionality, and Motorola managed content.
- Provide instruction to Customer LXP Administrator on building groups.

Customer Responsibilities

- Provide user information for the initial creation of accounts.
- Complete LXP Administrator training.
- Ensure network and Internet connectivity for Customer access to LXP.
- Customer's primary LXP Administrator is required to complete the following self-paced training: LXP Introduction (LXP0001), LXP Primary Site Administrator Overview (LXP0002), and LXP Group Administrator Overview (LXP0003).
- Advise users on the availability of training through LXP.
- Ensure users complete LXP training in accordance with the Project Schedule.
- Build groups as needed.

INSTRUCTOR-LED TRAINING (ON-SITE AND REMOTE, IF APPLICABLE)

Instructor-led courses are based on products purchased and the Customer's Education Plan.

Motorola Responsibilities

- Deliver User Guides and training materials in an electronic format.
- Perform training in accordance with the Education Plan.





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- Provide the Customer with training attendance rosters and summarize any pertinent information that may impact end user training.

Customer Responsibilities

- Supply classroom(s) based on the requirements listed in the Education Plan.
- Designate training representatives who will work with the Motorola trainer(s) to deliver the training content.
- Facilitate training of all Customer end users in accordance with the Customer's Education Plan.

Motorola Deliverables

- Electronic versions of User Guides and training materials.
- Attendance rosters.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

PROJECT GO-LIVE, CLOSURE, AND HANDOVER TO SUPPORT

Motorola will utilize the Deployment Checklist throughout the deployment process to verify features and functionality are in line with installation and configuration requirements. The Customer will witness the ST demonstrating the Deployment Checklist and provide feedback as features and functionality are demonstrated. The Customer is considered Live on the system after the equipment has been installed, configured, and made available for use, and training has been delivered or made available to the Customer.

Upon the conclusion of Go-Live, the project is prepared for closure. Project closure is defined as the completion of tasks and the Customer's receipt of contracted components. The Deployment Checklist serves as the artifact that memorializes a project closure. A System Acceptance Certificate will be provided to the Customer for signature to formally close out the project. The Customer has ten (10) business days to provide Motorola with a signed System Acceptance Certificate. If the Customer does not sign off on this document or provide Motorola written notification rejecting project closure, the project will be deemed closed. Upon project closure, the Customer will engage with Technical Support for on-going needs in accordance with the Customer's specific terms and conditions of support.

Motorola Responsibilities

- Provide the Customer with Motorola Technical Support engagement process and contact information.
- Provide Technical Support with the contact information of Customer users who are authorized to engage Technical Support.
- Ensure Deployment Checklist is complete.
- Obtain Customer signature on the System Acceptance Certificate.
- Provide Customer survey upon closure of the project.

Customer Responsibilities

- Within ten (10) business days of receiving the System Acceptance Certificate, provide signatory approval signifying project closure.
- Provide Motorola with the contact information of users who are authorized to engage Motorola's Technical Support.
- Engage Technical Support as needed.

Motorola Completion Criteria

Provide Customer with survey upon closure of the project.



ASSUMPTIONS

This SOW is based on the following list of assumptions (if applicable):

- Videomanager EL Cloud (VMELC) must be connected to the Microsoft Entra ID (formally known as Microsoft Azure Active Directory) for user authentication to the VMELC application. Microsoft Entra ID can be synchronized with the Customer's on-premises Active Directory using Azure AD Connect. If the Customer is using Microsoft Office 365, Motorola will be able to integrate with this Microsoft Entra ID.
- Must be 2003 or later for Microsoft Entra ID integration.
- Upload Speed Requirements for Hardware Devices
 - 5 Mbps + 3 Mbps per additional device.
 - This assumes it will take 8 hours to upload 5 GB of video on a device.
 - 40-50 Mbps per concurrent uploading device.
 - This assumes video is required to upload within 30-40 minutes with approximately 5 GB to upload.
- If the Customer is supplying an upload server to temporarily store video, please verify the server complies with the specifications provided in the Solutions Description.
- By default, M500 ICVs and V300/V700 BWCs do not need an upload server for cloud deployments. An upload server may be required depending on how many devices are uploading concurrently and the need for the Customer to upload video evidence at a given speed.
- Upload appliance required if using 4REs or VISTA body worn cameras connected to VideoManager EL Cloud
- Cellular upload of ICVs and BWCs (if applicable) requires an Ethernet connection to an LTE modem in the vehicle.
- If the Customer is supplying a server for VideoManager EL (On-premises) solution, the Customer must verify the server is not a Domain Controller.
- VideoManager EL for on-premises cannot be installed on a server running Active Directory or Exchange applications on the Customer's network.
- The ICVs are configured with a hidden SSID and WPA2-AES Security with a 128-bit Pre-shared Key. If another type of security is desired, the Customer will be responsible for configuring these security requirements into the ICVs. This information must be supplied through the IT Questionnaire in order for the factory to configure the correct security requirements.
- If the Customer is supplying their own Access Point, it must be 5 GHz 802.11n compatible.



ESSENTIAL SERVICE FOR V700 BODY WORN CAMERA DEVICE (NORTH AMERICA)

This Statement of Work (“SOW”) is subject to the terms and conditions of the Motorola Solutions Service Agreement or other applicable agreement in effect between the parties (“Agreement”). The terms of this SOW are an integral part of an Agreement with the Customer to which this SOW is appended and is made a part thereof by this reference. In the event of a conflict between the terms and conditions of an Agreement and the terms and conditions of this SOW, this SOW will control the inconsistency only. This SOW applies to the Device(s) specifically named in the Agreement.

1.1. DESCRIPTION OF SERVICES AND OBLIGATIONS

The term “Customer” refers to any end-user who has a purchase agreement with Motorola Solutions.

Essential Service provides either three (3) or five (5) years of coverage, as selected by the Customer, and includes:

- Remote Technical Support
- Software Maintenance
- Software Enhancements
- Hardware Repair for manufacturing defects

Motorola Solutions includes three (3) years of Essential Service with each Body Worn Camera (BWC) device purchase, with optional service upgrades to extend and/or provide additional coverage for the device.

1.2. ESSENTIAL SERVICE

1.2.1. Remote Technical Support

Remote Technical Support is provided for device issues related to software and/or hardware that require troubleshooting expertise. Motorola Solutions’ System Support Center (SSC) and Technical Support Operations (TSO) center are staffed with highly trained technologists who specialize in the diagnosis and resolution of product issues. Motorola Solutions’ SSC and TSO are continuously monitored against stringent, industry recognized incident and problem management processes.

Motorola Solutions will respond to calls, e-mails, and web portal submissions during normal support hours, five (5) business days per week, excluding holidays, and weekends. In addition, Customers may contact the Motorola Service Desk and a Motorola Solutions representative will log a technical request on Motorola Solutions’ Case Management System.

1.2.1.1 Technical Problem Isolation, Analysis and Resolution.

A Motorola Solutions representative or technologists will:

- Work to isolate the problem/issue
- Analyze and determine the cause of the problem/issue
- Work to achieve problem/issue resolution



1.2.2. Software Maintenance

Software maintenance is important for ensuring device performance and operation. Essential Service provides the Customer with access to the latest available Body Worn Camera (BWC) device operating system (OS) software, device firmware, and application software. Device software releases maintain the device software performance such that the Device operates in accordance with its specifications and documented functionality, and is aligned with the applicable Motorola Solutions infrastructure platform lifecycle. Each release may include bug fixes, security patches, and/or new feature activation enablements.

Configuration of the Body Worn Camera (BWC) device is made possible through the use of the VideoManager EL On-Premise, or VideoManager EL Cloud, solution.

Access to software updates will remain available until the expiration of the initial term of the Essential Service Package. Upon expiration of the initial Essential Service term, availability of software updates will terminate, unless the Customer renews Essential Service.

1.2.3. Software Enhancements

Software Enhancements are included with all BWC devices that have a valid Essential Service Package. Software Enhancements may include, or introduce, new device features, functionality, or capabilities, that were not available at time of device purchase. Availability of software enhancements depends on the device hardware and software capability to work with the new enhancements. Certain enhancements, not included with Essential Service Packages, may only be available as an additional purchase.

Motorola Solutions, at its discretion, reserves the right to add new software enhancements, or remove existing software enhancements, from any of its Essential Service Package. Please contact your Motorola Solutions Sales associate, or visit the Motorola Solutions' Web portal, for additional information regarding device features and capabilities.

Software Enhancements for the device will be continuously available until the expiration of the initial term of the Essential Service Package. Upon expiration of the initial term of Essential Service, availability of Software Enhancements will terminate, unless the Customer renews Essential Service.

1.2.4. Device Hardware Repair

Essential Service provides the Customer with repair services at a Motorola Solutions owned and operated, supervised, or certified Repair Center that employs the latest test equipment and original or certified replacement components used in the manufacturing of the BWC device. Device Hardware Repair provides the Customer with repair services for internal and external device components that are damaged as a result of manufacturing defects and defects due to normal wear and tear. With this Service, the device is repaired to ensure full compliance with its specifications, as published by Motorola Solutions at the time of delivery of the original device via:

- Repairs, adjustments and restorations, if appropriate, of any device that malfunctions while being used within the operational and environmental parameters specified by Motorola Solutions.
- Device updates, if applicable, as may be released, from time to time, by Motorola Solutions in accordance with an Engineering Change Notice.



At the discretion of Motorola Solutions, if the device is considered “un-repairable”, for technical or economic reasons, Motorola will replace the device with a new or refurbished device.

1.2.5. Essential Software Service

If for any reason the Customer declines or chooses to exclude the hardware repair option that is included with the three (3) year Essential Service Package, the Customer will automatically default to, and be entitled to, three (3) years of Essential Software Service and one (1) year of hardware repair against manufacturing defects, as covered by the standard product warranty.

Essential Software Service provides three (3) years of coverage and includes:

- Remote Technical Support
- Software Maintenance
- Software Enhancements

1.2.6. Scope of Products or Services included

Essential Service, and optional Service upgrades, are currently available for all V700 Body Worn Camera devices. Check with your Motorola Solutions’ Sales representative if you have a question about the eligibility of your device.

1.3. MOTOROLA SOLUTIONS RESPONSIBILITIES

Software Release Availability. Motorola Solutions will provide access to the latest BWC device software and firmware releases via the VideoManager EL On-Premise, or VideoManager EL Cloud, solution. For customers using the VideoManager EL Cloud, software and firmware upgrades will occur automatically when the Body Worn Camera device connects to the agency’s VideoManager EL Cloud instance. If using the VideoManger EL On-Premise solution, the on-prem server will periodically connect to the VideoManager EL Cloud database to check for new software and firmware versions, download the latest version, and apply the new software and/or firmware automatically to the BWC device when it connects to the server.

Software Release Notes. Motorola Solutions may, from time to time, provide release notes for the BWC Device software release. Information regarding training material will be posted on the Learning Experience Portal (LXP) at <https://learning.motorolasolutions.com>

Hardware Repair. Motorola Solutions will provide repair or replacement of a device, at its option, with a five (5) business day in-house turnaround time, provided the device is delivered to the repair center by 9:00 a.m. (local repair center time), and replacement parts, components, and/or devices are available. Business days do not include holidays or weekends. Repair may include the replacement of parts, or boards with new parts or complete boards or, at Motorola Solutions’ option, with functionally equivalent, reconditioned parts, boards, or with a new or refurbished replacement device. All replaced parts, boards or devices will become the property of Motorola Solutions. Turnaround time represents the time a product spends in the repair process; it does not include time in transit, including customs clearance.

LTE/4G Service. Motorola Solutions supports the operation of the V700 BWC device on multiple approved LTE/4G Carrier Networks. Based on the Customer’s selection of a Carrier during the initial ordering process,





Motorola Solutions will install, in the device, the Customer's selected Carrier SIM, before the device is shipped to the Customer. The Customer is responsible for contacting the Carrier and activating the LTE/4G data service.

Shipping. For devices repaired under Essential Service, Motorola Solutions will provide one-way shipping, from an Authorized Motorola Repair Center to the Customer. The Customer is responsible for the shipping method and any shipping costs incurred when returning the faulty device to an Authorized Motorola Solutions repair center. Based on the country of purchase, Motorola Solutions may also cover, or include, two-way shipping for the damaged or defective device. Eligibility for two-way shipping will be confirmed during the repair submission process.

1.4. CUSTOMER RESPONSIBILITIES

Serial Numbers. If device orders are submitted via Motorola Solutions' Partner Hub, OCC, or CPQ ordering systems, the hardware serial number(s) for three (3) year Essential Service and Essential Software, as well as five (5) year Essential Service, and three (3) and five (5) year Essential Service with Accidental Damage and Advanced Replacement, will be automatically captured and included in the Service Agreement.

If five (5) year Essential Service or three (3) and five (5) year Essential Service with Accidental Damage and Advanced Replacement is purchased within 90 days of device shipment, the Customer must provide a complete list, preferably in electronic format, or by completing a Service Order Form (SOF), of all hardware serial numbers to be covered under the Agreement.

Initiating Repair. When initiating a repair, the Customer must contact Motorola Solutions to obtain a Return Material Authorization (RMA) number for each faulty BWC device. The Customer can submit a repair, and request an RMA, via the Partner Hub Portal, or by contacting the Motorola Solutions' Service Desk. If two-way shipping is included, the customer can generate a shipping label via Partner Hub, or by contacting the Motorola Solutions Service Desk. The Return Material Authorization (RMA) must be included with the device when shipped to the Authorized Motorola Repair Center.

- Only the BWC device should be returned for repair. The battery must be removed before shipping the device to a Motorola Solutions Repair Center.
- Device accessories should not be included when returning a device to a Motorola Solutions Repair Center for repair. Accessories include batteries, chargers or charging stations, cables, mounts, and clips.
- The SIM card must remain in the device, and intact, when the device is shipped to a Motorola Solutions Repair Center. If the SIM card is removed, or if any evidence of SIM card tampering is found, including disassembling of the device, the warranty will be null and void.

Motorola Solutions is not responsible for any accessories, or device batteries, that are shipped with the device for repair.

Device software releases. The Customer will be responsible for updating each eligible BWC device with the latest available software and/or firmware, and of advising users of any operational changes that may have been introduced as a result of the new software or firmware.

LTE/4G Service. The Customer is responsible for selecting a Motorola Solutions approved LTE/4G Carrier/Provider during the initial ordering process, and for contacting the Carrier and activating LTE service for the device. The Customer is solely responsible for all financial obligations with the selected LTE Carrier.





WiFi Connectivity. The Customer is responsible for providing all WiFi connectivity to the device.

Removing Customer Data. The Customer is responsible for removing, from the device, any data, video, or other information that the Customer wishes to retain or destroy, prior to sending the device to a Motorola Solutions Repair Center for repair.

Motorola Solutions may provide a Video Evidence Recovery Service for the BWC device, as an additional charge. Video Evidence Recovery is a best effort service that is dependent on the condition of the device. This service, if applicable, will have a separated Agreement, with Terms and Conditions, outside the scope of this Statement of Work (SOW). Please contact your Motorola Solutions Representative for more information regarding the Video Evidence Recovery Service.

1.5. ESSENTIAL SERVICE LIMITATIONS AND RESTRICTIONS

Customer will incur additional charges at the prevailing rates for any of the following activities, which are not covered under this Agreement:

- Replacement of consumable parts or accessories, as defined by product, including but not limited to batteries, cables, mounts, or clips.
- Repair of problems caused by natural or manmade disasters, including but not limited to fire, theft and floods that would cause internal or external component damage or destruction.
- Repair of problems caused by third parties' Software, accessories or peripherals not approved in writing by Motorola Solutions for use with the device.
- Repair of problems caused by using the device outside of the product's operational and environmental specifications, including improper handling, carelessness or reckless use, or repaired by a third party.
- Repair of problems caused by unauthorized alterations or attempted repair.
- Non-remedial work, including but not limited to administration and operator procedures, reprogramming, and operator or user training.
- Problem determination and/or work performed to repair or resolve issues with non-covered products; for example, any hardware or software products not specifically listed on the service order form.
- Any file or video backup or restoration.
- Completion and test of incomplete application programming or system integration if not performed by Motorola Solutions and specifically listed as covered.
- Use of Software or Firmware releases, except as provided for under the responsibilities outlined in this document.
- Accidental damage, chemical or liquid damage, or other damage caused outside of normal device operating specifications, unless the Customer has purchased the optional Essential Service with Accidental Damage and Advanced Replacement package.
- Cosmetic imperfections that do not affect the functionality of the device.

Where a Body Worn Camera device is submitted for repair that is outside the scope of Service, such repair may be quoted by Motorola Solutions for additional cost in accordance with Motorola Solutions' standard Time and Materials (T&M) rates and terms and conditions. Motorola Solutions will notify the Customer of any incremental charges related to the aforementioned exclusions prior to completing the repair and said repair will be subject to acceptance of the quotation by the Customer.

Software support for unauthorized modifications, or other misuse of the device software, is not covered under this Agreement.



Access to the software and firmware releases for updating the device under this SOW is available only for the device named in the Agreement. Software updates to any additional devices are expressly excluded and prohibited. Notwithstanding the foregoing, Motorola Solutions may, at its sole discretion, include coverage for other devices.

Any implementation tools not required to support the device software and firmware updates are excluded from coverage.

1.6. MOTOROLA SOLUTIONS IS NOT OBLIGATED TO PROVIDE SUPPORT FOR ANY DEVICE:

- That has been repaired, tampered with, altered or modified (including the unauthorized installation of any software) — except by Motorola Solutions authorized service personnel.
- That has been subjected to unusual physical or electrical stress, abuse, or forces or exposure beyond normal use within the specified operational and environmental parameters set forth in the applicable product specification.
- If Customer fails to comply with the obligations contained in the product purchase agreement and/or the applicable software license agreement and/or Motorola Solutions terms and conditions of service.

1.7. ESSENTIAL SERVICE WITH ACCIDENTAL DAMAGE REPAIR AND ADVANCED REPLACEMENT

1.7.1. Description of Services and Obligations

Accidental Damage coverage is an optional, prepaid service that adds coverage for accidentally damaged BWC devices. Accidental Damage coverage must be purchased together with, or within 90 days of, a qualifying Motorola Solutions device purchase. This three (3) or five (5) year service offer reduces unexpected expenses related to the repair of the device. Accidental Damage and Advanced Replacement coverage includes all services provided under Essential Service, plus additional coverage for Accidental Damage and Advanced Replacement of the damaged device.

Examples of repairs covered under Accidental Damage include:

- Electrical repair for failures caused by accidental water or chemical damage
- Electrical repair for accidental internal damage
- Replacement of accidentally cracked or broken housings.
- Replacement of accidentally cracked or broken camera lens or displays.
- Replacement of accidentally cracked or broken or missing buttons, knobs, or keypads

Repair or Replacement. Motorola Solutions will provide repair or replacement of a BWC device, at its option, with a five (5) business day in-house turnaround time, excluding weekends and holidays, provided the device is delivered to the repair center by 9:00 a.m. (local repair center time), and replacement parts, components, and/or devices are available. Repair may include the replacement of parts, or boards with new parts or complete boards or, at Motorola Solutions option, with functionally equivalent, reconditioned parts, boards, or with a new replacement or refurbished device. All replaced parts, boards or devices will become the property of Motorola Solutions. Turnaround time represents the time a product spends in the repair process; it does not include time in transit, including customs clearance.

Serial Numbers. If the Accidental Damage Service is purchased with the device, in the same order, using Motorola Solutions' Partner Hub Portal, OCC, or CPQ when ordering, the hardware serial number(s) are



automatically captured and included in the Service Agreement. If Accidental Damage Service is purchased within 90 days of device shipment, the Customer must provide a complete list, preferably in electronic format, or by completing a Service Order Form (SOF), of all hardware serial numbers to be covered under the Agreement.

Initiating Repair. When initiating a repair, the Customer must contact Motorola Solutions to obtain a Return Material Authorization (RMA) number for each faulty BWC device. The Customer can submit a repair, and request an RMA, via the Partner Hub Portal, or by contacting the Motorola Solutions' Service Desk. If two-way shipping is included, the customer can generate a shipping label via Partner Hub, or by contacting the Motorola Solutions Service Desk. The Return Material Authorization (RMA) must be included with the device when shipped to the Authorized Motorola Repair Center.

- Only the BWC device should be returned for repair. The battery must be removed before shipping the device to a Motorola Solutions Repair Center.
- Device accessories should not be included when returning a device to a Motorola Solutions Repair Center for repair. Accessories include batteries, chargers or charging stations, cables, mounts, and clips.
- The SIM card must remain in the device, and intact, when the device is shipped to a Motorola Solutions Repair Center. If the SIM card is removed, or if any evidence of SIM card tampering is found, including disassembling of the device, the warranty will be null and void.

Motorola Solutions is not responsible for any accessories, or device batteries, that are shipped with the device for repair.

Advanced Replacement. Under Accidental Damage and Advanced Replacement Service, Motorola Solutions will provide Advanced Replacement for the damaged device. Motorola Solutions will ship a new or refurbished replacement device to the Customer within two (2) business days of receiving the Customer repair request, subject to availability of replacement devices. Business days do not include weekends or holidays.

The Customer must return the defective or damaged device to a Motorola Solutions Repair Center within 60 days after receiving the replacement device. Failure to return the damaged device to Motorola Solutions will result in an additional Customer charge for the replacement device.

When returning a device for Advanced Replacement, device accessories should not be included. Accessories include batteries, chargers or charging stations, cables, mounts, and clips.

Motorola Solutions is not responsible for any accessories that are shipped with the device.

1.8. ACCIDENTAL DAMAGE AND ADVANCED REPLACEMENT LIMITATIONS AND RESTRICTIONS

Customer will incur additional charges at the prevailing rates for any of the following activities, which are not covered under this Agreement:

- Replacement of consumable parts or accessories, as defined by product, including but not limited to batteries, chargers, charging stations, mounts, and clips.
- Repair of problems caused by natural or manmade disasters, including but not limited to fire, theft and floods that would cause internal or external component damage or destruction.
- Repair of problems caused by third parties' Software, accessories or peripherals not approved in writing by Motorola Solutions for use with the device.
- Repair of problems caused by using the device outside of the product's operational and environmental specifications, including improper handling, carelessness or reckless use, or repair by a third party.





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- Repair of problems caused by unauthorized alterations or attempted repair.
- Non-remedial work, including but not limited to administration and operator procedures, reprogramming, and operator or user training.
- Problem determination and/or work performed to repair or resolve issues with non-covered products; for example, any hardware or software products not specifically listed on the service order form.
- Any file or video backup or restoration.
- Completion and test of incomplete application programming or system integration if not performed by Motorola Solutions and specifically listed as covered.
- Use of Software or Firmware releases except as provided for under the responsibilities outlined in this document.

There is a maximum limit of one (1) Body Worn Camera device repair, per contract year, for Essential Service with Accidental Damage and Advanced Replacement.

Where ongoing "Accidental Damage" repair is deemed by Motorola Solutions to be excessive, systemic, or the result of device mishandling, the Customer may be subject to an additional charge. Should the accidental damage continue unabated, the Customer will incur repair charges at Motorola Solutions' discretion and prevailing charges for devices deemed by Motorola Solutions to have been damaged through improper handling, carelessness or reckless use.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

**CITY OF WILLARD, MISSOURI
RESOLUTION NO. 25-02**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A SOFTWARE SUBSCRIPTION AGREEMENT WITH CIVIC REVIEW

WHEREAS, Civic Review owns and operates <http://app.civicreview.com> (the “**Product**”), and Subscriber desires to utilize the Product to process permit and license applications and renewals; and

WHEREAS, in consideration of the promises and conditions set forth in this Agreement, Civic Review and Subscriber hereby agree to the terms.

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 Software Subscription Agreement with Civic Review.

Dated: This the **13th day of January 2025** by the Board of Aldermen of the City of Willard, Missouri.

Mayor Troy Smith

Attested by Janice Gargus, City Clerk

**CITY OF WILLARD, MISSOURI
RESOLUTION NO. 25-03**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A SOFTWARE SERVICE AGREEMENT WITH BREAKGROUND

WHEREAS, BreakGround, the owner and operator of the Ordinal software platform (“Ordinal”), provides to the Client an AI-powered service that delivers insights, analyses, and references related to the City of Willard’s Code of Ordinances and any additional documents specified by the Client (“Designated Documents”). Through Ordinal, these services are made available to users authorized and designated by the Client (“Authorized Users”). The services include, but are not limited to, advanced document search, natural language processing, automated summarization, and other “Artificial Intelligence” tools designed to enhance the understanding and application of the Designated Documents; and

WHEREAS, in consideration of the promises and conditions set forth in this Agreement, BreakGround and Subscriber hereby agree to the terms.

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 Software Service Agreement with BreakGround.

Dated: This the **13th day of January 2025** by the Board of Aldermen of the City of Willard, Missouri.

Mayor Troy Smith

Attested by Janice Gargus, City Clerk

BREAKGROUND SOFTWARE AS A SERVICE AGREEMENT

THIS BREAKGROUND SOFTWARE AS A SERVICE AGREEMENT (“**Agreement**”) is entered into this 18 day of September, 2024 (“**Effective Date**”), by and between **Break Ground Technologies, LLC**, an Arkansas limited liability company, with an office located at 28 S Paddock Loop, Fayetteville, AR 72701 (“**BreakGround**”) and the **City of Willard**, a municipal corporation organized under the laws of the State of Missouri, with an office located at 224 W Jackson St, Willard, MO 65781 (“**Client**”). BreakGround and Client may collectively be referred to herein as the “Parties” or individually as a “Party.”

RECITALS

WHEREAS, BreakGround, the owner and operator of the Ordinal software platform (“Ordinal”), provides to the Client an AI-powered service that delivers insights, analyses, and references related to the City of Willard's Code of Ordinances and any additional documents specified by the Client (“Designated Documents”). Through Ordinal, these services are made available to users authorized and designated by the Client (“Authorized Users”). The services include, but are not limited to, advanced document search, natural language processing, automated summarization, and other “Artificial Intelligence” tools designed to enhance the understanding and application of the Designated Documents;

WHEREAS, Client desires to utilize the Ordinal software for the benefit of its operations;

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein, the parties agree as follows:

Section 1. Grant of Rights.

Subject to the terms and conditions of this Agreement, BreakGround hereby grants to Client, a nonexclusive, limited, revocable, right and license to access, use, operate, display, or otherwise interact with via an interface, the software and documentation referred to as Ordinal (collectively, the “**SaaS Solution**”), including multiple versions or releases of the foregoing on multiple operating platforms or devices, if applicable. The rights and licenses set forth in this Section are granted for the Term (as defined below) of this Agreement.

For purposes of clarification and the avoidance of doubt, this is a subscription agreement for use of the SaaS Solution and not an agreement for sale. Except for the licenses granted Client under this Agreement, Client acknowledges and agrees that, as between BreakGround and Client, BreakGround owns all right, title, and interest in and to the SaaS Solution, and all copies and portions thereof.

Section 2. General Restrictions.

Client shall not: (a) rent, lease, sell, copy, provide access to or sublicense the SaaS Solution to a third party; (b) reverse engineer, decompile, disassemble, decrypt or otherwise seek to obtain the source code to the SaaS Solution; (c) remove or obscure any product identification, proprietary, copyright or other notices contained in the SaaS Solution (including any reports or

data printed from the SaaS Solution); or (d) reproduce or disclose the SaaS Solution or its user interface to any third party.

Section 3. Term.

The term of this Agreement (“**Term**”) shall begin on the Effective Date and shall continue thereafter for six (6) months. The Term may be extended by amendment of this Agreement pursuant to Section 17 below.

Section 4. Termination.

4.1. Termination by Either Party. Either party may terminate this Agreement at any time by providing thirty (30) days’ prior written notice to the other party.

4.2. Termination for Cause. Either party may terminate this Agreement immediately if the other party (a) fails to cure any material breach of the Agreement within five (5) days after written notice; (b) ceases operation without a successor; or (c) seeks protection under any bankruptcy, receivership, trust deed, creditors’ arrangement, composition, or comparable proceeding, or if any such proceeding is instituted against that party (and not dismissed within sixty(60) days thereafter).

4.3. Effect of Termination. Upon expiration or termination of the Agreement, all use of the software and services by Client shall cease.

Section 5. Payment Terms.

Client will be invoiced electronically at the amount listed below to the email address provided below or to the preferred Accounts Payable contact listed, if applicable. Invoices are due thirty (30) days after receipt and payable via ACH or credit card. Client may be charged a one-time installation fee of \$9,950 for setup and training, subject to any promotional offers provided by BreakGround as listed in the fee summary below. Fees are non-refundable. Payment for Client’s use of the SaaS Solution shall commence on January 1, 2025 (“Payment Commencement Date”). Client shall not use or have access to the software and any services provided by BreakGround until the Payment Commencement Date.

Fee Summary

Billing Frequency: Once

Amount: \$4000.00

Installation Fee: \$0.00 (New Client Promotional Offer)

Client Address:

Name: _____

Email: _____

Title: _____

Section 6. Confidentiality.

For purposes of this Agreement, “Confidential Information” means BreakGround’s pricing information, the SaaS Solution, software (regardless of form or media), screen displays, user interfaces, web applications, and client data, and (b) any BreakGround information in relation to which its confidentiality should by its nature be inferred, including, but not limited to, data, designs, drawings, documentation, prototypes, processes, methods, pricing, concepts, research, development, and business activities, whether obtained or disclosed verbally or in writing of BreakGround and Client.

Each party agrees that: (a) it shall keep all Confidential Information of the other party in strict confidence, using such degree of care as is appropriate to avoid unauthorized use or disclosure (but in no event shall either party use less than all diligent and good faith efforts to safeguard the confidentiality of Confidential Information of the other party); (b) it shall not, directly or indirectly, disclose any Confidential Information of the other party to any third party, except with the other party’s prior written consent in each instance; (c) it shall not make use of any Confidential Information of the other party for its own purposes (except as necessary to make use of the SaaS Solution pursuant to the terms and conditions of this Agreement) or for the benefit of anyone other than the other party; and (d) upon the expiration or termination of this Agreement, Client shall no longer access the SaaS Solution. BreakGround shall no longer access client data, and each party shall destroy all memoranda, notes, records, reports, media, and other documents and materials (and all copies thereof) regarding or including any Confidential Information of the other party that it may then possess or have under its control.

Section 7. Compliance with Laws.

Each Party shall comply with all applicable laws, rules, regulations and statutes in connection with its access and use of the Confidential Information of the other party, the SaaS Solution and the performance of its obligations under this Agreement, including, without limitation, any data management, security, privacy, export or import control laws and regulations that are applicable to each Party’s business, obligations and duty to protect the Confidential Information of the other Party.

Section 8. Intentionally Deleted

Section 9. Limitation of Liability/Third-Party Reliance.

(a) BreakGround shall not be liable for any claims, damages, losses, or causes of action of any nature or kind arising out of or related to any decision, opinion, or interpretation made by Client or any third-party that relies upon information or outputs generated by Ordinal. Client acknowledges and agrees that while Ordinal provides valuable insights and information, final decisions, interpretations, and opinions remain the responsibility of Client.

(b) EXCLUDING THE GROSS NEGLIGENCE, WILLFUL MISCONDUCT, AND/OR FRAUD OF A PARTY, (i) IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER FOR ANY INDIRECT, SPECIAL, CONSEQUENTIAL, PUNITIVE OR

INCIDENTAL DAMAGES, WHETHER BASED ON BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR ANY OTHER LEGAL THEORY, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND (ii) NEITHER PARTY'S LIABILITY TO THE OTHER PARTY UNDER THIS AGREEMENT WILL EXCEED THE AMOUNTS PAID OR TO BE PAID BY CLIENT TO BREAKGROUND FOR THE PRECEDING TWELVE MONTHS PRIOR TO THE DATE OF THE CLAIM(S).

Section 11. Relationship of the Parties

This Agreement is not intended to create, and does not create, any partnership, joint venture, agency, fiduciary, employment, or other relationship between the Parties, beyond the relationship of independent parties to a commercial contract. Neither Party is, nor will either Party hold itself out to be, vested with any authority to bind the other Party contractually, or to act on behalf of the other Party as a broker, agent, or otherwise.

Section 12. Waiver

The waiver or failure of a Party to exercise any right provided for herein will not be deemed a waiver of any further right hereunder. The rights and remedies of each Party set forth in this Agreement are in addition to any rights or remedies that a Party may otherwise have at law or in equity.

Section 13. Severability

If any provision of this Agreement is held to be invalid, illegal or unenforceable by a court of competent jurisdiction, such provision will be deemed restated, in accordance with applicable law, to reflect as nearly as possible the original intentions of the Parties, and the remainder of the Agreement will remain in full force and effect.

Section 14. Headings

The headings in this Agreement are for convenience of reference only and have no legal effect.

Section 15. Survival

Any and all provisions in this Agreement which would reasonably be expected to be performed after the termination or expiration of this Agreement shall survive and be enforceable after such termination or expiration, including without limitation provisions relating to confidentiality, ownership, representations and warranties, disclaimers, indemnification, limitations of liability, venue, jurisdiction, and governing law.

Section 16. Governing Law/Venue/Jurisdiction

This Agreement and the relationship between the Parties shall be governed by, construed and enforced in accordance with the laws of the State of Missouri, excluding its conflict of law provisions. Each Party agrees to submit to the personal and exclusive jurisdiction of the courts located within Greene County, MO to the exclusion of all other courts, and each Party consents

to the jurisdiction and venue of any such court and waives any argument that venue in such forum is not convenient. Notwithstanding the preceding sentences, if Client owes BreakGround money for Services provided, BreakGround may pursue legal action against Client in any state or federal court with proper jurisdiction, and Client agrees to reimburse BreakGround for all reasonable, related legal and other fees to collect any and all amounts owed to BreakGround.

Section 17. Entire Agreement/Modifications

This Agreement constitutes the complete and exclusive agreement between the Parties relating to the subject matter hereof, and supersede all prior proposals, understandings and all other agreements, oral and written, between the Parties relating to this subject matter. Any modifications or amendments to this Agreement must be in writing and signed by an authorized representative of each Party.

Section 18. Counterparts; Electronic Signatures

This Agreement may be executed in counterparts, each of which will constitute an original, and all of which will constitute one agreement. The Parties agree that they will accept signature by electronic transmission in lieu of original signatures and that the Agreement and any amendments hereto entered pursuant to this Agreement will have the same binding and enforceable effect with electronic signatures as they would have with original signatures.

Section 19. FOIA


BreakGround is aware that the City is a governmental subdivision subject to the Missouri Freedom of Information Act (FOIA). As such, the requirements set forth in Section 6 are inapplicable and ineffective in the event the City is served with a FOIA request seeking information about this Agreement at any time prior to, during, or subsequent to its term.

IN WITNESS WHEREOF, each Party has caused this Agreement to be executed by a duly authorized representative of such Party with the intent this Agreement be effective as of the Effective Date.

CLIENT

BREAKGROUND

By: _____

By:  _____

Name: _____

Name: Jacob Herrington

Title: _____

Title: Co-Founder

Date: _____

Date: 10/2/2024

First Reading: 12/09/24
01/13/2025
Council Bill No.: 24-68
241209A

Second Reading:
Ordinance No.:

AN ORDINANCE

EXTENDING THE AGREEMENT WITH SW MISSOURI ENGINEERS, LLC, d/b/a COCHRAN FOR ENGINEERING SERVICES, AND AUTHORIZING THE MAYOR TO EXECUTE ALL NECESSARY DOCUMENTS, ON BEHALF OF THE CITY OF WILLARD.

WHEREAS, on December 12, 2022, the City of Willard has made a determination that it would benefit from a Professional Services Agreement for Professional Services to be provided for the City; and

WHEREAS, Cochran Engineering and the City of Willard have previously agreed to certain benefits which are set forth below; and

WHEREAS, the City of Willard wishes to continue to employ Cochran Engineering primarily on a Time and Expense Contract basis, but in some cases on a lump sum basis, for an extended term of the above referenced Agreement.

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

Section 1: That the Mayor, on behalf of the City of Willard, Missouri is hereby authorized to extend the agreement with SW Missouri Engineering, LLC d/b/a Cochran to provide the services described in Exhibit "A".

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

Read two times and passed at a meeting of the Board of Aldermen of the City of Willard, Missouri on the **13th day of January 2025.**

Approved as to Form: _____
Nate Dally, City Attorney

Approved By: _____
Mayor Troy Smith

Attested By:

Janice Gargus, City Clerk

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT, made here and entered into this ____ day of _____ 2024, by and between the **City of Willard, Missouri** (hereinafter "CITY") and **SW Missouri Engineering, LLC dba Cochran** (hereinafter "CONSULTANT").

WITNESSETH:

WHEREAS, the CITY, has made a determination that it would benefit from a Professional Services Agreement for Professional Services to be provided for the City; and

WHEREAS, the CITY made a Request for Qualifications for Professional services and CONSULTANT was selected and awarded the contract for said services to be provided to the CITY on a non-exclusive basis; and

WHEREAS, the CONSULTANT and the CITY have agreed to certain benefits which are set forth below; and

WHEREAS, the CITY wishes to employ the CONSULTANT primarily on a Time and Expense Contract basis, but in some cases on a lump sum basis, for the term of the above referenced Agreement.

NOW THEREFORE, in consideration of the covenants and agreements hereinafter set forth, is it agreed as follows:

1. The CITY Will:

- a. Pay CONSULTANT monthly invoices which itemize services rendered to the CITY, as specified below, within thirty (30) days of the date of the invoice, upon certification by the designated representative of CITY that the services have been rendered.
- b. Provide payment, as invoiced monthly, for all expenses, supplies, photocopying and other costs incurred as a result of this Contract.
- c. Pay CONSULTANT hourly rates for Professional services and expenses at rates as set forth in the rate schedule marked "Exhibit A", attached hereto and incorporated herein by reference as if fully set forth in this paragraph. CONSULTANT may revise "Exhibit A" rates annually at the anniversary date of this Agreement, however the acceptance of said revised rates are subject to City's approval and, if not so approved, shall be cause for the termination of this Agreement as set forth in Paragraph 3.b below.
- d. For Lump Sum projects, pay CONSULTANT on a monthly basis an agreed upon sum based upon the percentage of work completed by the last day of the preceding month.

2. The CONSULTANT Will:

- a. Provide Professional services in accordance with the Scope of Services set forth in a document marked "Exhibit B", attached hereto and incorporated herein by reference as if fully set forth in this paragraph.
- b. Not subcontract or assign, sublet or transfer any rights under or interest in this Agreement without the written consent of the CITY and agrees that only those individuals listed in the submitted response to the RFQ work within the agreed upon services.

- c. The PARTIES understand and agree that there may be projects or needs for Professional services which are outside CONSULTANT’S capability, as determined by the CITY, and/or a particular project is required to be bid by State or Federal regulations. Under the foregoing circumstances, CITY and CONSULTANT agree to meet and determine the approach which best meets CITY’S needs which may allow for Professional services to be subcontracted through CONSULTANT or secured through a separate solicitation process. In either event, CONSULTANT shall remain available to assist other consultants as required.
 - d. Conflict of interest: Covenants that CONSULTANT presently has no interest in any contract, business, or otherwise, which would conflict in any manner or degree with the performance of services to be performed under this Contract. In the event that the CONSULTANT acquires any interest, direct, or indirect, which would conflict in any manner or degree with the performance of services to be performed under this Contract, the City shall engage third party consultant(s) for performance such of services to be performed under this Contract.
 - e. Non-Discrimination: Agrees in the performance of this contract not to discriminate on the grounds or because of race, creed, color, age, sex, national origin, or ancestry, political affiliation or beliefs, religion or handicap.
 - f. Federal Work Authorization Program: CONSULTANT agrees to execute the affidavit, attached hereto, marked “Exhibit C” and incorporated herein as if fully set out in this paragraph, required by Section 285.530 R.S. Mo relating to the Federal Work Authorization Program and to comply with all applicable State and Federal laws relating to unauthorized aliens. CONSULTANT acknowledges that Section 285.530 R.S.Mo, prohibits any business entity or employer from knowingly employing, hiring for employment or continuing to employ an unauthorized alien to perform work within the State of Missouri. CONSULTANT therefore covenants that it is not knowingly in violation of subsection 1 of Section 285.530 R.S.Mo and that it will not knowingly employ, hire for employment or continue to employ any unauthorized aliens to perform any of the services contemplated herein and that its employees are lawfully eligible to work in the United States.
3. **The PARTIES Mutually Agree to the Following:**
- a. Term. The contract shall be in effect for a period of two (2) years from the date of this Agreement unless earlier terminated with or without cause or extended as referenced below.
 - b. **Termination.** The Agreement may be terminated by either party without cause, upon fourteen (14) days written notice. This agreement may be terminated with cause upon twenty-four (24) hour written notice. In either such event, final payment to the CONSULTANT shall be limited to services provided by the CONSULTANT as of the effective date of said termination. In any event, this Agreement shall terminate automatically upon the termination of funding in the CITY’S budget for this work.

- c. **Just Cause for Termination.** Noncompliance with any portion of the Agreement, or violation of State or Federal laws or City Code, will be just cause for immediate termination of this Contract as set forth in paragraph 3 a. above. Just cause may include any other grounds determined by the CITY to be just cause.
 - d. **Documentation Confidentiality.** Any reports, data, or similar information given to or prepared or assembled by the CONSULTANT under this Contract which the CITY requests to be kept as confidential shall be considered the property of the CITY and shall not be made available to any individual or organization by the CONSULTANT without prior written approval of the CITY. Consultant understands that the reports, data or other information prepared for and delivered to the City may be subject to disclosure under the *Missouri Sunshine Law, Chapter 610, Revised Statutes of Missouri* or other applicable state federal statutes or city ordinances.
 - e. **CITY'S Option to Extend.** This Contract may be extended by the CITY, at the CITY'S sole option, beyond the original term, for a fixed term of no more than two (2) years per extension with a limit of three (3) extensions (this Contract is extension 2 of 3), provided that:
 - i. The terms for extension are in writing and submitted by one party to the other at least thirty (30) days prior to the expiration of any term;
 - ii. The extension is executed by the CONSULTANT and the CITY'S authorized representative; and
 - iii. Appropriation of funds is approved and achieved.
4. **Jurisdiction.** This agreement and every question arising hereunder shall be construed or determined according to the laws of the State of Missouri. Should any part of this agreement be adjudicated, venue shall be proper only in the Circuit Court of Greene County, Missouri.
5. **Entire Agreement.** This agreement, contain the entire agreement of the parties. No modification, amendment, or waiver of any of the provisions of this agreement shall be effective unless in writing specifically referring hereunto, and signed by both parties.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the date and year herein stated.

**SW MISSOURI ENGINEERING, LLC,
CONSULTANT**

Tim Schowe

By: Timothy E. Schowe, P.E., SW Regional Director

CITY OF WILLARD, MISSOURI

By: Troy Smith, Mayor

ATTEST:

By: Janice Gargus, City Clerk

APPROVED AS TO FORM:

By: City Attorney

EXHIBIT A

Charge-Out Rates

2024 Hourly Fee Schedule

The following is a list of hourly rates for our Fee Service Contracts.
Effective January 1, 2024, these rates will apply to all projects performed on a time and expense basis.

<u>Title</u>	<u>Charge-Out</u>
Principal/Vice President	\$ 230.00
Department/Division Manager	\$ 195.00
Senior Project Manager	\$ 185.00
Project Manager	\$ 175.00
Project Engineer 1	\$ 160.00
Project Engineer 2	\$ 150.00
Design Engineer 1	\$ 130.00
Design Engineer 2	\$ 120.00
Design Engineer 3	\$ 110.00
Senior Architect	\$ 175.00
Project Architect 1	\$ 160.00
Project Architect 2	\$ 145.00
Design Architect 1	\$ 135.00
Design Architect 2	\$ 120.00
Managing Surveyor	\$ 160.00
Surveyor 1	\$ 150.00
Surveyor 2	\$ 140.00
Surveyor 3	\$ 125.00
Senior Field Manager	\$ 125.00
Field Manager	\$ 85.00
Inspector	\$ 65.00
MoDOT Certified Technician	\$ 70.00
Engineer/Survey Tech 1	\$ 120.00
Engineer/Survey Tech 2	\$ 110.00
Engineer/Survey Tech 3	\$ 100.00
Engineer/Survey Tech 4	\$ 80.00
Secretary	\$ 80.00
One Man Survey Crew	\$ 140.00

Note:

*Survey Field crew prices will vary depending upon the Survey Tech assigned to the project.

*Overtime rate of 1.5 times the regular rate will be charged for hours worked after 8 hours per day, Saturdays, Sundays, or Holidays.

EXHIBIT B

Request for Qualifications

CITY OF Willard

REQUEST FOR QUALIFICATIONS: The City of Willard is requesting qualifications from professional engineering firms for municipal engineering services in relation to the duties of City Engineer.

Qualifications are requested for furnishing professional services pertinent to the scope of services outlined below. Qualifications are due on August 14, 2020, no later than 4:00PM. Please submit qualifications in person to Randy Brown at the City of Willard.

PURPOSE AND SCOPE OF PROJECT:

The selected firm(s) will provide personnel to fulfill the duties of the position of City Engineer and to perform other related duties as directed by the City Administrator. Services include, but are not limited to the following:

- Plan Review – Subdivision, Platting, Regulation Compliance, etc.
- Water Systems Engineering – Wells, Towers, Distribution System, reports and studies, etc.
 - Ability to review Willard’s Water Master Plan and consult the City on value-based capacity decisions
 - Knowledge of Tri-State Water Coalition and future water capacity gaps related to the region’s aquifers.
- Wastewater Engineering – Lift Stations, Collection System, Wastewater Treatment, reports and studies, etc.
 - Ability to review and develop compliance programs in line with regulatory pretreatment requirements
 - Ability to review local non-residential users and develop an industrial user survey for stakeholders on Willard’s sewer system.
 - Ability to consume to previous sewer plans and designs and understand locations of future lift stations or treatment facilities
- Stormwater Management – Control, Collection and Conveyance, reports and studies
 - Ability to forecast future regulatory needs related to stormwater management
- Transportation Engineering – Streets, Bridges, Sidewalks, reports and studies
- Architectural – Architecture, Structural, Mechanical and Electrical
- Survey – Boundary, Topographic, Legal, etc.
- Geotechnical – Phase 1 Environmental Assessment, Lead Based Paint and Asbestos Assessment, Geotechnical Investigation
- Construction Services – Construction Staking, Materials Testing, Inspection, etc.

In addition to providing the services of City Engineer, the selected firm may be asked to provide other duties as listed below.

Advisory Services

1. Attendance at meetings of the City Council. The City Engineer shall attend regular Board of Aldermen meetings or work sessions of the Board of Aldermen, as requested.

2. Staff Meetings. The City Engineer shall attend staff meetings with city staff to review projects and provide guidance and direction, as requested.
3. Consultation on City utilities and facilities. The City Engineer shall furnish advice and consultation on the operation, maintenance, and permitting of the City's water distribution system, stormwater drainage system, transportation system, and other City-owned facilities under the direction of the City Administrator.
4. Consultation on development projects/permits. The City Engineer shall review project plans and proposals by private parties, for compliance with City Code, Standards and Specifications, and other applicable requirements. The selected candidate shall meet with residents, contractors, developers, engineers, etc., as requested.

Development Services/Construction Projects

1. Analyze/study improvement projects. The City Engineer will be required to prepare preliminary engineering analysis, cost estimate and feasibility studies for various capital improvements.
2. Prepare contracts for bid. The City Engineer will be requested to prepare detailed plans, specifications, and contract documents for bid for various City construction projects. In addition, the City Engineer will prepare a final cost estimate, and coordinate with other governmental/regulatory agencies as necessary. The City Engineer will assist the City Administrator in any negotiations of acquisitions of any necessary right-of-way or easement.
3. Review bids. The City Engineer shall assist the City in the review of bids submitted for construction, in the selection of qualified contractors and in the inspection of construction work. The City Engineer will provide general supervision of the contractor for City construction projects.

A professional services agreement entered into by and between the City and City Engineer(s) shall specify the scope of included services. The City reserves the right to enter into additional agreements with the City Engineer for specified projects (e.g. the design or construction observation of major public improvements). The City anticipates the negotiation of the scope of services and the format of payment for such services shall be a collaborative undertaking between the City and successful respondent(s).

SUBMITTAL REQUIREMENTS:

The response to this RFQ must be organized according to the following format. Information should be concise and specific to address each request and be limited to a total of 15 pages (single sided). **Please Note**, the Cover Sheet is not included in the page count.

1. Contain a letter of interest (no more than one page long); with Firm Name/Address;
2. Provide the name of each engineer proposed to provide services to the City and the name of the lead engineer who will have the main contact with the City. This individual is expected to remain the responsible engineer throughout the engagement. The lead engineer must be licensed to practice in the State of Missouri, and must have at least five (5) years' experience practicing as an engineer. Experience representing on the behalf of local government(s) is highly desired;
3. The specialized experience and technical competence of the firm with respect to the type of services required;
4. The capacity and capability of the firm to perform the work in question, including specialized services, the ability to respond in a timely manner and on short notice, and the proposed approach to communicating with the City;

- 5. The past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules;
- 6. The firm’s proximity to and familiarity with the City of Willard;
- 7. Provide at least three references from these organizations including names, contact person, and phone numbers.

SELECTION CRITERIA:

A City review team will evaluate each firm's submission based upon the criteria stated in this Request for Proposal and the ability to execute the services. If necessary, the top firms will be invited to an interview the weeks following the submittal deadline. Following the evaluation process, the team will then select the firm the City considers most qualified and negotiate a fee. The City reserves the right to negotiate modifications to the RFQ it deems acceptable. The City reserves the right to terminate this process in the event it deems the progress towards a contract to be insufficient. Firms will be evaluated in accordance with the weighted criteria listed below.

Criteria Weight:

1. Experience and qualifications	20%
2. Past performance and references	20%
3. Understanding of the City’s Needs	20%
4. Location of Firm and Staff Assigned to this Project	15%
5. Overall Ability to Execute Services	25%

REQUIREMENTS:

A Statement of Qualification Package shall:

- Be submitted to Randy Brown at the City of Willard
- Be sealed and clearly marked “**Statement of Qualifications for Professional Services**”;
- Include one (1) bound copy of the Statement of Qualifications; and
- Include one (1) CD with a single PDF file containing an exact copy of the bound Statement of Qualifications with PDF file size not exceeding 5MB.

PROCEDURE INFORMATION:

- Submittals received after the deadline may not be considered.
- The City reserves the right to reject any and all submissions that the City determines do not meet the intent of these requirements and to waive defects in form or irregularities where the best interest of the City would be served.
- Respondent must bear all costs associated with submittal including preparation, copying, postage, and delivery costs. The City will not be responsible for any costs or expenses incurred by person or organizations attempting to respond to this Request for Qualifications.
- The City retains the right to cancel this solicitation at any time. If this solicitation is cancelled, all submittals received in response to this Request for Qualifications will be rejected.
- The City shall be under no obligation to return any materials submitted in response to this Request for Qualifications.

(End of RFQ)

EXHIBIT C

Federal Work Authorization Program

ANNUAL WORKER ELIGIBILITY VERIFICATION AFFIDAVIT
(for joint ventures, a separate affidavit is required for each business entity)

STATE OF Missouri)
) ss
COUNTY OF Franklin)

On the 27th day of December, 2019, before me appeared Christopher N. Boone,
Affiant name
personally known to me or proved to me on the basis of satisfactory evidence to be a person whose name is subscribed to this affidavit, who being by me duly sworn, stated as follows:

• I, the Affiant, am of sound mind, capable of making this affidavit, and personally certify the facts herein stated, as required by Section 285.530, RSMo, to enter into any contract agreement with the state to perform any job, task, employment, labor, personal services, or any other activity for which compensation is provided, expected, or due, including but not limited to all activities conducted by business entities.

• I, the Affiant, am the President of SW Missouri Engineering, Inc. (dba Cochran) and I am duly authorized, directed, and/or empowered to act officially and properly on behalf of this business entity.
title business name

• I, the Affiant, hereby affirm and warrant that the aforementioned business entity is enrolled in a federal work authorization program operated by the United States Department of Homeland Security, and the aforementioned business entity shall participate in said program to verify the employment eligibility of newly hired employees working in connection with any services contracted by the Missouri Highways and Transportation Commission (MHTC). I have attached documentation to this affidavit to evidence enrollment/participation by the aforementioned business entity in a federal work authorization program, as required by Section 285.530, RSMo.

• I, the Affiant, also hereby affirm and warrant that the aforementioned business entity does not and shall not knowingly employ, in connection with any services contracted by MHTC, any alien who does not have the legal right or authorization under federal law to work in the United States, as defined in 8 U.S.C. § 1324a(h)(3).

• I, the Affiant, am aware and recognize that, unless certain contract and affidavit conditions are satisfied pursuant to Section 285.530, RSMo, the aforementioned business entity may be held liable under Sections 285.525 through 285.550, RSMo, for subcontractors that knowingly employ or continue to employ any unauthorized alien to work within the state of Missouri.

• I, the Affiant, acknowledge that I am signing this affidavit as a free act and deed of the aforementioned business entity and not under duress.

Chris N. Boone
Affiant Signature

Subscribed and sworn to before me in Union, MO, the day and year first above-written.
city (or county) state

My commission expires: June 16, 2021

Jessica Haynes
Notary Public



JESSICA HAYNES
My Commission Expires
June 16, 2021
Franklin County
Commission #13493936

[documentation of enrollment/participation in a federal work authorization program attached]

Company ID Number: 1218082

**THE E-VERIFY
MEMORANDUM OF UNDERSTANDING
FOR EMPLOYERS**

**ARTICLE I
PURPOSE AND AUTHORITY**

The parties to this agreement are the Department of Homeland Security (DHS) and the SW Missouri Engineering, LLC (Employer). The purpose of this agreement is to set forth terms and conditions which the Employer will follow while participating in E-Verify.

E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of Form I-9, Employment Eligibility Verification (Form I-9). This Memorandum of Understanding (MOU) explains certain features of the E-Verify program and describes specific responsibilities of the Employer, the Social Security Administration (SSA), and DHS.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). The Federal Acquisition Regulation (FAR) Subpart 22.18, "Employment Eligibility Verification" and Executive Order 12989, as amended, provide authority for Federal contractors and subcontractors (Federal contractor) to use E-Verify to verify the employment eligibility of certain employees working on Federal contracts.

**ARTICLE II
RESPONSIBILITIES**

A. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the following notices supplied by DHS in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system:
 - a. Notice of E-Verify Participation
 - b. Notice of Right to Work
2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted about E-Verify. The Employer also agrees to keep such information current by providing updated information to SSA and DHS whenever the representatives' contact information changes.
3. The Employer agrees to grant E-Verify access only to current employees who need E-Verify access. Employers must promptly terminate an employee's E-Verify access if the employer is separated from the company or no longer needs access to E-Verify.

Company ID Number: 1218082

4. The Employer agrees to become familiar with and comply with the most recent version of the E-Verify User Manual.
 5. The Employer agrees that any Employer Representative who will create E-Verify cases will complete the E-Verify Tutorial before that individual creates any cases.
 - a. The Employer agrees that all Employer representatives will take the refresher tutorials when prompted by E-Verify in order to continue using E-Verify. Failure to complete a refresher tutorial will prevent the Employer Representative from continued use of E-Verify.
 6. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:
 - a. If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2(b)(1)(B)) can be presented during the Form I-9 process to establish identity.) If an employee objects to the photo requirement for religious reasons, the Employer should contact E-Verify at 888-464-4218.
 - b. If an employee presents a DHS Form I-551 (Permanent Resident Card), Form I-766 (Employment Authorization Document), or U.S. Passport or Passport Card to complete Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The Employer will use the photocopy to verify the photo and to assist DHS with its review of photo mismatches that employees contest. DHS may in the future designate other documents that activate the photo screening tool.
- Note: Subject only to the exceptions noted previously in this paragraph, employees still retain the right to present any List A, or List B and List C, document(s) to complete the Form I-9.
7. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.
 8. The Employer agrees that, although it participates in E-Verify, the Employer has a responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, including the obligation to comply with the antidiscrimination requirements of section 274B of the INA with respect to Form I-9 procedures.
 - a. The following modified requirements are the only exceptions to an Employer's obligation to not employ unauthorized workers and comply with the anti-discrimination provision of the INA: (1) List B identity documents must have photos, as described in paragraph 6 above; (2) When an Employer confirms the identity and employment eligibility of newly hired employee using E-Verify procedures, the Employer establishes a rebuttable presumption that it has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of that employee; (3) If the Employer receives a final nonconfirmation for an employee, but continues to employ that person, the Employer must notify DHS and the Employer is subject to a civil money penalty between \$550 and \$1,100 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) If the Employer continues to employ an employee after receiving a final nonconfirmation, then the Employer is subject to a rebuttable presumption that it has knowingly

Company ID Number: 1218082

employed an unauthorized alien in violation of section 274A(a)(1)(A); and (5) no E-Verify participant is civilly or criminally liable under any law for any action taken in good faith based on information provided through the E-Verify.

b. DHS reserves the right to conduct Form I-9 compliance inspections, as well as any other enforcement or compliance activity authorized by law, including site visits, to ensure proper use of E-Verify.

9. The Employer is strictly prohibited from creating an E-Verify case before the employee has been hired, meaning that a firm offer of employment was extended and accepted and Form I-9 was completed. The Employer agrees to create an E-Verify case for new employees within three Employer business days after each employee has been hired (after both Sections 1 and 2 of Form I-9 have been completed), and to complete as many steps of the E-Verify process as are necessary according to the E-Verify User Manual. If E-Verify is temporarily unavailable, the three-day time period will be extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability.

10. The Employer agrees not to use E-Verify for pre-employment screening of job applicants, in support of any unlawful employment practice, or for any other use that this MOU or the E-Verify User Manual does not authorize.

11. The Employer must use E-Verify for all new employees. The Employer will not verify selectively and will not verify employees hired before the effective date of this MOU. Employers who are Federal contractors may qualify for exceptions to this requirement as described in Article II.B of this MOU.

12. The Employer agrees to follow appropriate procedures (see Article III below) regarding tentative nonconfirmations. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending. Further, when employees contest a tentative nonconfirmation based upon a photo mismatch, the Employer must take additional steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

13. The Employer agrees not to take any adverse action against an employee based upon the employee's perceived employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1(l)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification system to verify work authorization, a tentative nonconfirmation, a case in continuance (indicating the need for additional time for the government to resolve a case), or the finding of a photo mismatch, does not establish, and should not be interpreted as, evidence that the employee is not work authorized. In any of such cases, the employee must be provided a full and fair opportunity to contest the finding, and if he or she does so, the employee may not be terminated or suffer any adverse employment consequences based upon the employee's perceived employment eligibility status

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(including denying, reducing, or extending work hours, delaying or preventing training, requiring an employee to work in poorer conditions, withholding pay, refusing to assign the employee to a Federal contract or other assignment, or otherwise assuming that he or she is unauthorized to work) until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo mismatch or if a secondary verification is completed and a final nonconfirmation is issued, then the Employer can find the employee is not work authorized and terminate the employee's employment. Employers or employees with questions about a final nonconfirmation may call E-Verify at 1-888-464-4218 (customer service) or 1-888-897-7781 (worker hotline).

14. The Employer agrees to comply with Title VII of the Civil Rights Act of 1964 and section 274B of the INA as applicable by not discriminating unlawfully against any individual in hiring, firing, employment eligibility verification, or recruitment or referral practices because of his or her national origin or citizenship status, or by committing discriminatory documentary practices. The Employer understands that such illegal practices can include selective verification or use of E-Verify except as provided in part D below, or discharging or refusing to hire employees because they appear or sound "foreign" or have received tentative nonconfirmations. The Employer further understands that any violation of the immigration-related unfair employment practices provisions in section 274B of the INA could subject the Employer to civil penalties, back pay awards, and other sanctions, and violations of Title VII could subject the Employer to back pay awards, compensatory and punitive damages. Violations of either section 274B of the INA or Title VII may also lead to the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

15. The Employer agrees that it will use the information it receives from E-Verify only to confirm the employment eligibility of employees as authorized by this MOU. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords), to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU, except for such dissemination as may be authorized in advance by SSA or DHS for legitimate purposes.

16. The Employer agrees to notify DHS immediately in the event of a breach of personal information. Breaches are defined as loss of control or unauthorized access to E-Verify personal data. All suspected or confirmed breaches should be reported by calling 1-888-464-4218 or via email at E-Verify@dhs.gov. Please use "Privacy Incident – Password" in the subject line of your email when sending a breach report to E-Verify.

17. The Employer acknowledges that the information it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a(i)(1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)). Any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

18. The Employer agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, which includes permitting DHS, SSA, their contractors and other agents, upon

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reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the Employer's use of E-Verify, and to respond in a prompt and accurate manner to DHS requests for information relating to their participation in E-Verify.

19. The Employer shall not make any false or unauthorized claims or references about its participation in E-Verify on its website, in advertising materials, or other media. The Employer shall not describe its services as federally-approved, federally-certified, or federally-recognized, or use language with a similar intent on its website or other materials provided to the public. Entering into this MOU does not mean that E-Verify endorses or authorizes your E-Verify services and any claim to that effect is false.

20. The Employer shall not state in its website or other public documents that any language used therein has been provided or approved by DHS, USCIS or the Verification Division, without first obtaining the prior written consent of DHS.

21. The Employer agrees that E-Verify trademarks and logos may be used only under license by DHS/USCIS (see [M-795 \(Web\)](#)) and, other than pursuant to the specific terms of such license, may not be used in any manner that might imply that the Employer's services, products, websites, or publications are sponsored by, endorsed by, licensed by, or affiliated with DHS, USCIS, or E-Verify.

22. The Employer understands that if it uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and termination of its participation in E-Verify according to this MOU.

B. RESPONSIBILITIES OF FEDERAL CONTRACTORS

1. If the Employer is a Federal contractor with the FAR E-Verify clause subject to the employment verification terms in Subpart 22.18 of the FAR, it will become familiar with and comply with the most current version of the E-Verify User Manual for Federal Contractors as well as the E-Verify Supplemental Guide for Federal Contractors.

2. In addition to the responsibilities of every employer outlined in this MOU, the Employer understands that if it is a Federal contractor subject to the employment verification terms in Subpart 22.18 of the FAR it must verify the employment eligibility of any "employee assigned to the contract" (as defined in FAR 22.1801). Once an employee has been verified through E-Verify by the Employer, the Employer may not create a second case for the employee through E-Verify.

a. An Employer that is not enrolled in E-Verify as a Federal contractor at the time of a contract award must enroll as a Federal contractor in the E-Verify program within 30 calendar days of contract award and, within 90 days of enrollment, begin to verify employment eligibility of new hires using E-Verify. The Employer must verify those employees who are working in the United States, whether or not they are assigned to the contract. Once the Employer begins verifying new hires, such verification of new hires must be initiated within three business days after the hire date. Once enrolled in E-Verify as a Federal contractor, the Employer must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

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b. Employers enrolled in E-Verify as a Federal contractor for 90 days or more at the time of a contract award must use E-Verify to begin verification of employment eligibility for new hires of the Employer who are working in the United States, whether or not assigned to the contract, within three business days after the date of hire. If the Employer is enrolled in E-Verify as a Federal contractor for 90 calendar days or less at the time of contract award, the Employer must, within 90 days of enrollment, begin to use E-Verify to initiate verification of new hires of the contractor who are working in the United States, whether or not assigned to the contract. Such verification of new hires must be initiated within three business days after the date of hire. An Employer enrolled as a Federal contractor in E-Verify must begin verification of each employee assigned to the contract within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever is later.

c. Federal contractors that are institutions of higher education (as defined at 20 U.S.C. 1001(a)), state or local governments, governments of Federally recognized Indian tribes, or sureties performing under a takeover agreement entered into with a Federal agency under a performance bond may choose to only verify new and existing employees assigned to the Federal contract. Such Federal contractors may, however, elect to verify all new hires, and/or all existing employees hired after November 6, 1986. Employers in this category must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

d. Upon enrollment, Employers who are Federal contractors may elect to verify employment eligibility of all existing employees working in the United States who were hired after November 6, 1986, instead of verifying only those employees assigned to a covered Federal contract. After enrollment, Employers must elect to verify existing staff following DHS procedures and begin E-Verify verification of all existing employees within 180 days after the election.

e. The Employer may use a previously completed Form I-9 as the basis for creating an E-Verify case for an employee assigned to a contract as long as:

- i. That Form I-9 is complete (including the SSN) and complies with Article II.A.6,
- ii. The employee's work authorization has not expired, and
- iii. The Employer has reviewed the Form I-9 information either in person or in communications with the employee to ensure that the employee's Section 1, Form I-9 attestation has not changed (including, but not limited to, a lawful permanent resident alien having become a naturalized U.S. citizen).

f. The Employer shall complete a new Form I-9 consistent with Article II.A.6 or update the previous Form I-9 to provide the necessary information if:

- i. The Employer cannot determine that Form I-9 complies with Article II.A.6,
- ii. The employee's basis for work authorization as attested in Section 1 has expired or changed, or
- iii. The Form I-9 contains no SSN or is otherwise incomplete.

Note: If Section 1 of Form I-9 is otherwise valid and up-to-date and the form otherwise complies with

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Article II.C.5, but reflects documentation (such as a U.S. passport or Form I-551) that expired after completing Form I-9, the Employer shall not require the production of additional documentation, or use the photo screening tool described in Article II.A.5, subject to any additional or superseding instructions that may be provided on this subject in the E-Verify User Manual.

g. The Employer agrees not to require a second verification using E-Verify of any assigned employee who has previously been verified as a newly hired employee under this MOU or to authorize verification of any existing employee by any Employer that is not a Federal contractor based on this Article.

3. The Employer understands that if it is a Federal contractor, its compliance with this MOU is a performance requirement under the terms of the Federal contract or subcontract, and the Employer consents to the release of information relating to compliance with its verification responsibilities under this MOU to contracting officers or other officials authorized to review the Employer's compliance with Federal contracting requirements.

C. RESPONSIBILITIES OF SSA

1. SSA agrees to allow DHS to compare data provided by the Employer against SSA's database. SSA sends DHS confirmation that the data sent either matches or does not match the information in SSA's database.

2. SSA agrees to safeguard the information the Employer provides through E-Verify procedures. SSA also agrees to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security numbers or responsible for evaluation of E-Verify or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).

3. SSA agrees to provide case results from its database within three Federal Government work days of the initial inquiry. E-Verify provides the information to the Employer.

4. SSA agrees to update SSA records as necessary if the employee who contests the SSA tentative nonconfirmation visits an SSA field office and provides the required evidence. If the employee visits an SSA field office within the eight Federal Government work days from the date of referral to SSA, SSA agrees to update SSA records, if appropriate, within the eight-day period unless SSA determines that more than eight days may be necessary. In such cases, SSA will provide additional instructions to the employee. If the employee does not visit SSA in the time allowed, E-Verify may provide a final nonconfirmation to the employer.

Note: If an Employer experiences technical problems, or has a policy question, the employer should contact E-Verify at 1-888-464-4218.

D. RESPONSIBILITIES OF DHS

1. DHS agrees to provide the Employer with selected data from DHS databases to enable the Employer to conduct, to the extent authorized by this MOU:

a. Automated verification checks on alien employees by electronic means, and

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- b. Photo verification checks (when available) on employees.
2. DHS agrees to assist the Employer with operational problems associated with the Employer's participation in E-Verify. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.
3. DHS agrees to provide to the Employer with access to E-Verify training materials as well as an E-Verify User Manual that contain instructions on E-Verify policies, procedures, and requirements for both SSA and DHS, including restrictions on the use of E-Verify.
4. DHS agrees to train Employers on all important changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify User Manual. Even without changes to E-Verify, DHS reserves the right to require employers to take mandatory refresher tutorials.
5. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in E-Verify. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, U.S. Department of Justice.
6. DHS agrees to issue each of the Employer's E-Verify users a unique user identification number and password that permits them to log in to E-Verify.
7. DHS agrees to safeguard the information the Employer provides, and to limit access to such information to individuals responsible for the verification process, for evaluation of E-Verify, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security numbers and employment eligibility, to enforce the INA and Federal criminal laws, and to administer Federal contracting requirements.
8. DHS agrees to provide a means of automated verification that provides (in conjunction with SSA verification procedures) confirmation or tentative nonconfirmation of employees' employment eligibility within three Federal Government work days of the initial inquiry.
9. DHS agrees to provide a means of secondary verification (including updating DHS records) for employees who contest DHS tentative nonconfirmations and photo mismatch tentative nonconfirmations. This provides final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

ARTICLE III

REFERRAL OF INDIVIDUALS TO SSA AND DHS

A. REFERRAL TO SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the notice as directed by E-Verify. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify

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case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.

2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. After a tentative nonconfirmation, the Employer will refer employees to SSA field offices only as directed by E-Verify. The Employer must record the case verification number, review the employee information submitted to E-Verify to identify any errors, and find out whether the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security number, or any other corrected employee information that SSA requests, to SSA for verification again if this review indicates a need to do so.
4. The Employer will instruct the employee to visit an SSA office within eight Federal Government work days. SSA will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.
5. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.
6. The Employer agrees not to ask the employee to obtain a printout from the Social Security Administration number database (the Numident) or other written verification of the SSN from the SSA.

B. REFERRAL TO DHS

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.
2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation.
4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will instruct the

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employee to contact DHS through its toll-free hotline (as found on the referral letter) within eight Federal Government work days.

5. If the Employer finds a photo mismatch, the Employer must provide the photo mismatch tentative nonconfirmation notice and follow the instructions outlined in paragraph 1 of this section for tentative nonconfirmations, generally.
6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo mismatch, the Employer will send a copy of the employee's Form I-551, Form I-766, U.S. Passport, or passport card to DHS for review by:
 - a. Scanning and uploading the document, or
 - b. Sending a photocopy of the document by express mail (furnished and paid for by the employer).
7. The Employer understands that if it cannot determine whether there is a photo match/mismatch, the Employer must forward the employee's documentation to DHS as described in the preceding paragraph. The Employer agrees to resolve the case as specified by the DHS representative who will determine the photo match or mismatch.
8. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.
9. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.

ARTICLE IV SERVICE PROVISIONS

A. NO SERVICE FEES

1. SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access E-Verify, an Employer will need a personal computer with Internet access.

ARTICLE V MODIFICATION AND TERMINATION

A. MODIFICATION

1. This MOU is effective upon the signature of all parties and shall continue in effect for as long as the SSA and DHS operates the E-Verify program unless modified in writing by the mutual consent of all parties.
2. Any and all E-Verify system enhancements by DHS or SSA, including but not limited to E-Verify checking against additional data sources and instituting new verification policies or procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes.

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B. TERMINATION

1. The Employer may terminate this MOU and its participation in E-Verify at any time upon 30 days prior written notice to the other parties.
2. Notwithstanding Article V, part A of this MOU, DHS may terminate this MOU, and thereby the Employer's participation in E-Verify, with or without notice at any time if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established E-Verify procedures and/or legal requirements. The Employer understands that if it is a Federal contractor, termination of this MOU by any party for any reason may negatively affect the performance of its contractual responsibilities. Similarly, the Employer understands that if it is in a state where E-Verify is mandatory, termination of this by any party MOU may negatively affect the Employer's business.
3. An Employer that is a Federal contractor may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such cases, the Federal contractor must provide written notice to DHS. If an Employer that is a Federal contractor fails to provide such notice, then that Employer will remain an E-Verify participant, will remain bound by the terms of this MOU that apply to non-Federal contractor participants, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.
4. The Employer agrees that E-Verify is not liable for any losses, financial or otherwise, if the Employer is terminated from E-Verify.

ARTICLE VI PARTIES

- A. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.
- B. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.
- C. The Employer may not assign, directly or indirectly, whether by operation of law, change of control or merger, all or any part of its rights or obligations under this MOU without the prior written consent of DHS, which consent shall not be unreasonably withheld or delayed. Any attempt to sublicense, assign, or transfer any of the rights, duties, or obligations herein is void.
- D. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.
- E. The Employer understands that its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to,

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Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).

F. The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively. The Employer understands that any inaccurate statement, representation, data or other information provided to DHS may subject the Employer, its subcontractors, its employees, or its representatives to: (1) prosecution for false statements pursuant to 18 U.S.C. 1001 and/or; (2) immediate termination of its MOU and/or; (3) possible debarment or suspension.

G. The foregoing constitutes the full agreement on this subject between DHS and the Employer.

To be accepted as an E-Verify participant, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 1-888-464-4218.

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Approved by:

Employer SW Missouri Engineering, LLC	
Name (Please Type or Print) Jill Elbert	Title
Signature Electronically Signed	Date 08/01/2017
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	Title
Signature Electronically Signed	Date 08/01/2017

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Information Required for the E-Verify Program

Information relating to your Company:

Company Name	SW Missouri Engineering, LLC
Company Facility Address	2804 N. Biagio Street Ozark, MO 65721
Company Alternate Address	530A East Independence Drive Union, MO 63084
County or Parish	CHRISTIAN
Employer Identification Number	822087027
North American Industry Classification Systems Code	237
Parent Company	
Number of Employees	1 to 4
Number of Sites Verified for	1

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Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:

MISSOURI 1 site(s)

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Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name Jill Elbert
Phone Number (417) 595 - 4108
Fax Number (417) 595 - 4109
Email Address jill@cochraneng.com

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First Reading: 12/9/2024
Bill No.: 24-67

Second Reading: 01/13/2025
Ordinance No.: 241209

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

WHEREAS, the City of Willard recognizes the importance of maintaining public trust and ensuring the impartiality of decisions made by its elected and appointed officials; and

WHEREAS, members of the Board of Aldermen and Planning and Zoning Commission occasionally consider matters involving property ownership, financial interests, or real estate transactions; and

WHEREAS, the City desires to establish clear guidelines prohibiting participation by members of these bodies in decisions where they may have a direct or indirect conflict of interest to safeguard the integrity of city governance;

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 policy to prevent conflicts of interest in property-related matters for members of the Board of Aldermen and the Planning and Zoning Commission, 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 13th day of January 2025.

Approved as to Form: _____

Nate Dally, City Attorney

Approved By:

Troy Smith, Mayor

Attested By:

Janice Gargus, City Clerk

**First Reading: 1/13/2025
1/27/2025
Bill No.: 24-69**

**Second Reading:
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, buy 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 CONVENICE 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 ALDEMEN OF THE CITY OF WILLARD, MISSOURI, ON THE **27th DAY OF JANUARY 2025.**

Approved as to Form: _____
Nate Dally, City Attorney

Approved By: _____
Troy Smith, Mayor

Attested By: _____
Janice Gargus, City Clerk

CLIENT SATISFACTION OFFER

Merchant Name or DBA Name: CITY OF WILLARD MO ("Merchant")

Merchant ID(s): 8788242969457 ("MID" or "MIDs")

Date: 12/16/24

OPENEDGE PAYMENTS LLC ("OpenEdge"), a Global Payments company, values its merchant clients and strives to create mutually beneficial, long-term relationships with them. To that end, OpenEdge offers you, the Merchant, the following terms on behalf of its affiliate, Global Payments Direct, Inc. ("Global Direct"). Accepting this offer will modify your Card Services Agreement (the "Agreement") with Global Direct in accordance with the adjustments listed below (the "Amended Rates"). Capitalized terms not defined herein shall have the meaning given in the Agreement.

Amended Rates

Credit Discount Rate	1.50%	Per item	\$0.00
Risk Assessment Fee	0.75%	Per item	\$0.50
Settlement Funding Fee	0.75%	Per item	\$0.50
Auth per Item	\$0.25		

Please see the Rate Analysis for full details.

Contract Term

The Amended Rates will become effective on the first day of the calendar month of the Effective Date so long as this Client Satisfaction Offer is executed and received by Global Direct by the 10th of the calendar month, otherwise the Amended Rates will be effective on the first day of the calendar month following the Effective Date. The Amended Rates remain subject to change as per the terms and conditions of the Agreement. All fees, rates, charges and other terms not otherwise revised per this Client Satisfaction Offer remain in full force and effect.

Merchant agrees to extend the term of the Agreement for 18 months from the last date of execution below (the "Effective Date"). This time period will be referred to as the "Extended Term". At the expiration of the Extended Term, the Agreement will automatically renew as per the terms of the Agreement for successive one-year periods (each a "Renewal Term", and collectively with the Initial Term and the Extended Term, the "Term").

Merchant agrees to pay the following account closure fees per terminating MID upon early termination of the Agreement: (a) \$500.00 if terminated with more than 12 months remaining in the Term; or (b) \$250.00 if terminated with 12 or fewer months remaining in the Term, or such portion of the foregoing as may be permitted by applicable law.

All other terms and conditions of the Agreement remain unchanged. This Client Satisfaction Offer and the details contained herein are confidential and may not be disclosed, displayed, or otherwise transmitted to any third party except to attorneys, accountants or other professional advisers as may be necessary to effect the purposes of this letter between the parties. By signing below, each party acknowledges that it has carefully read and fully understood this amendment, and each agrees to be bound by the terms of this amendment.

GLOBAL PAYMENTS DIRECT, INC.

CITY OF WILLARD MO

Signed By: _____

Signed By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

**FIRST READ: 01/13/2025
BILL NO.: 25-01**

**SECOND READ: / /2025
ORDINANCE NO.: 250113**

AN ORDINANCE OF THE CITY OF WILLARD, MISSOURI, AMENDING TITLE VII UTILITIES, CHAPTER 705, WATER RATES, ARTICLE II WATER RATES

WHEREAS, the City of Willard owns and operates a municipal water supply storage and distribution system permitted by the State of Missouri; and

WHEREAS, the City of Willard has caused to be a conducted a rate analysis to determine whether the current rate structure is adequate to cover operating and maintenance costs for the water system of the City of Willard; and

WHEREAS, the results of which has caused City of Willard to determine a need to amend Chapter 705 of the Municipal Code to update the water rates for both in-City and non-City customers to ensure the proper maintenance and operation of the municipal water system;

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

Section 1: The City does hereby amend **Title VII Utilities, Chapter 705 Waterworks System, Article II Water Service, Section 705.040 Water Rates** of the Municipal Code of the City of Willard, effective the _____ **day of** _____, **2025**, as follows:

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

- a. There shall be assessed to each **in-City user** of the municipal water system a **minimum charge of twelve dollars and fifty-seven cents (\$12.57) per month**, and an additional charge of **three dollars and ninety-one cents (\$3.91) per one thousand (1,000) gallons** or fractional part thereof used per month with no usage allowance.
- b. There shall be assessed to each **non-City user** of the municipal water system a **minimum charge of eighteen dollars and eighty-six cents (\$18.86) per month**, and an additional charge of **five dollars and eighty-seven cents (\$5.87) per one thousand (1,000) gallons** or fractional part thereof used per month with no usage allowance.

These rates shall be reviewed annually before the end of each fiscal year. Recommendations for any rate adjustments shall be presented to the Board of Aldermen as part of the upcoming fiscal year’s budget consideration. Any proposed rate changes shall thereafter be timely presented in a public hearing, allowing for their implementation at the beginning of the upcoming fiscal year or as soon thereafter as feasible.

Section 2: Definitions: An **in-City user** shall be defined as a user located within the incorporated city limits at the time of billing. A **non-City user** shall be defined as a user located outside the incorporated city limits at the time of billing.

Section 3: In addition to the above charges, all other provisions of Chapter 710 not specifically amended by this ordinance shall remain in full force and effect.

Section 4: The terms of this ordinance shall take effect from and after its 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 _____ DAY OF _____ 2025.

Approved By: _____
Troy Smith, Mayor

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

Attested By: _____
Janice Gargus, City Clerk

**FIRST READ: 01/13/2025
BILL NO.: 25-01**

**SECOND READ: / /2025
ORDINANCE NO.: 250113**

AN ORDINANCE OF THE CITY OF WILLARD, MISSOURI, AMENDING TITLE VII UTILITIES, CHAPTER 705, WATER RATES, ARTICLE II WATER RATES

WHEREAS, the City of Willard owns and operates a municipal water supply storage and distribution system permitted by the State of Missouri; and

WHEREAS, the City of Willard has caused to be a conducted a rate analysis to determine whether the current rate structure is adequate to cover operating and maintenance costs for the water system of the City of Willard; and

WHEREAS, the results of which has caused City of Willard to determine a need to amend Chapter 705 of the Municipal Code to update the water rates for both in-City and non-City customers to ensure the proper maintenance and operation of the municipal water system;

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

Section 1: The City does hereby amend **Title VII Utilities, Chapter 705 Waterworks System, Article II Water Service, Section 705.040 Water Rates** of the Municipal Code of the City of Willard, effective the _____ **day of** _____, **2025**, as follows:

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

- a. There shall be assessed to each **in-City user** of the municipal water system a **minimum charge of** _____, (**\$.**) and an additional charge of _____ (**\$.**) **per one thousand (1,000) gallons** or fractional part thereof used per month with no usage allowance.
- b. There shall be assessed to each **non-City user** of the municipal water system a **minimum charge of** _____ (**\$.**) **per month**, and an additional charge of _____ (**\$.**) **per one thousand (1,000) gallons** or fractional part thereof used per month with no usage allowance.

These rates shall be reviewed annually before the end of each fiscal year. Recommendations for any rate adjustments shall be presented to the Board of Aldermen as part of the upcoming fiscal year’s budget consideration. Any proposed rate changes shall thereafter be

timely presented in a public hearing, allowing for their implementation at the beginning of the upcoming fiscal year or as soon thereafter as feasible.

Section 2: Definitions: An **in-City user** shall be defined as a user located within the incorporated city limits at the time of billing. A **non-City user** shall be defined as a user located outside the incorporated city limits at the time of billing.

Section 3: In addition to the above charges, all other provisions of Chapter 710 not specifically amended by this ordinance shall remain in full force and effect.

Section 4: The terms of this ordinance shall take effect from and after its 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 _____ DAY OF _____ 2025.

Approved By: _____
Troy Smith, Mayor

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

Attested By: _____
Janice Gargus, City Clerk

**FIRST READ: 01/13/2025
BILL NO.: 25-02**

**SECOND READ: / /2025
ORDINANCE NO.: 250113A**

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

WHEREAS, the City of Willard owns and operates a wastewater collection and treatment system permitted by the State of Missouri; and

WHEREAS, the City of Willard has caused to be a conducted a rate analysis to determine whether the current rate structure is adequate to cover operating and maintenance costs for the water system of the City of Willard; and

WHEREAS, the results of which have caused the City of Willard to determine a need to amend Chapter 710 of the Municipal Code to update the sewer rates for both in-City and non-City customers to ensure the proper maintenance and operation of the municipal sewer system;

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

Section 1: The City does hereby amend **Title VII Utilities, Chapter 710 Sewer Use and Sewer Rates, Article VII Wastewater Charges and Rates** of the Municipal Code of the City of Willard, effective the _____ day of _____, **2025**, as follows:

- a. There shall be assessed to each **in-City user** of the Publicly Owned Treatment Works (POTW) a **minimum charge of \$28.04** per month, and a **volume charge of \$9.75 per one thousand (1,000) gallons** or fractional part thereof, with no usage allowance.
- b. There shall be assessed to each **non-City user** of the POTW a **minimum charge of \$30.84** per month, and to each non-City user, a **volume charge of \$10.73 per one thousand (1,000) gallons** or fractional part thereof, with no usage allowance.

These rates shall be reviewed annually before the end of each fiscal year. Recommendations for any rate adjustments shall be presented to the Board of Aldermen as part of the upcoming fiscal year’s budget consideration. Any proposed rate changes shall thereafter be timely presented in a public hearing, allowing for their implementation at the beginning of the upcoming fiscal year or as soon thereafter as feasible.

Section 2: Definitions: An **in-City user** shall be defined as a user located within the incorporated city limits at the time of billing. A **non-City user** shall be defined as a user located outside the incorporated city limits at the time of billing.

Section 3: In addition to the above charges, all other provisions of Chapter 710 not specifically amended by this ordinance shall remain in full force and effect.

Section 4: The terms of this ordinance shall take effect from and after its 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 _____ DAY OF _____ 2025.

Approved By: _____
Troy Smith, Mayor

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

Attested By: _____
Janice Gargus, City Clerk

**FIRST READ: 01/13/2025
BILL NO.: 25-02**

**SECOND READ: / /2025
ORDINANCE NO.: 250113A**

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

WHEREAS, the City of Willard owns and operates a wastewater collection and treatment system permitted by the State of Missouri; and

WHEREAS, the City of Willard has caused to be a conducted a rate analysis to determine whether the current rate structure is adequate to cover operating and maintenance costs for the water system of the City of Willard; and

WHEREAS, the results of which have caused the City of Willard to determine a need to amend Chapter 710 of the Municipal Code to update the sewer rates for both in-City and non-City customers to ensure the proper maintenance and operation of the municipal sewer system;

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

Section 1: The City does hereby amend **Title VII Utilities, Chapter 710 Sewer Use and Sewer Rates, Article VII Wastewater Charges and Rates** of the Municipal Code of the City of Willard, effective the _____ day of _____, **2025**, as follows:

- a. There shall be assessed to each **in-City user** of the Publicly Owned Treatment Works (POTW) a **minimum charge of** _____ (**\$.)** per month, and a **volume charge of** _____ (**\$.) per one thousand (1,000) gallons** or fractional part thereof, with no usage allowance.
- b. There shall be assessed to each **non-City user** of the POTW a **minimum charge of** _____ (**\$.)** per month, and to each non-City user, a **volume charge of** _____ (**\$.) per one thousand (1,000) gallons** or fractional part thereof, with no usage allowance.

These rates shall be reviewed annually before the end of each fiscal year. Recommendations for any rate adjustments shall be presented to the Board of Aldermen as part of the upcoming fiscal year’s budget consideration. Any proposed rate changes shall thereafter be timely presented in a public hearing, allowing for their implementation at the beginning of the upcoming fiscal year or as soon thereafter as feasible.

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Section 3: In addition to the above charges, all other provisions of Chapter 710 not specifically amended by this ordinance shall remain in full force and effect.

Section 4: The terms of this ordinance shall take effect from and after its 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 _____ DAY OF _____ 2025.

Approved By: _____
Troy Smith, Mayor

Approved at to Form By: _____
Nate Dally, City Atty.

Attested By: _____
Janice Gargus, City Clerk

September 19, 2024

Mr. Troy Smith, Mayor
City of Willard
224 W Jackson St.
Willard, Missouri 65781

Subject: Water and Sewer Rate Analysis Report

Dear Mayor Smith:

About one month ago, I sent to the City Administrator the City's water and sewer rate analysis report. We all thought that was the final report. But City staff recently updated the City's capital improvement plan (CIP) and changed how to fund the revised CIP. And City staff, performing due-diligence review of the report, found that I had incorrectly recorded in my models several data points. We all wanted the report and model to be as correct and up to date as possible, so I corrected and updated all those things. Thus, you and all others need to discard the previously received report. It is out of date. Use the enclosed report, instead.

Before I address the report, I want to speak to everyone who will read this.

Interim City Administrator Donna Stewart got the rate analysis ball rolling. I was impressed with her drive and ability to shepherd this project early on. Of course, her stint as interim ended soon and she turned everything over to Carolyn Halverson, Director of Finance. I worked with Ms. Halverson closely and almost exclusively for data gathering, proofing and more. Ms. Halverson was so fast, accurate and helpful. She made my work go quickly, and accurately. I really appreciate that.

About the time the data gathering and model building phase was being completed, Wesley Young, your new City Administrator, came on board. And Mike Ruesch, your Director of Planning & Development joined in about then, too. All these folks have helped by reviewing draft reports, giving me feedback for corrections, updates and improvements. And all have been great to work with.

I am sure you and the Board recognize the expertise and value of these staff. I hope citizens and ratepayers will also get a glimpse of just how well they are being served by these folks. Without them, and without their accurate assistance, my analysis work would not be possible.

The report and the included rate models cover a lot of technical ground. Board members may have questions after reviewing the report, so filter questions to me through any of these contacts and I will answer them all. And when I meet with the Board, I look forward to discussing anything that is too complicated to cover in e-mails. As you will see, some of it is complicated. In particular, the sewer fund is projected to exhaust its reserves soon and the sewer utility is in the process of making major upgrades. Some actions will need to be taken very soon to solve those problems.

Finally, I am sure you and Board members know of other cities and utilities that also need rate setting help. As you run into these folks at municipal league and other meetings and venues, I hope you will tell them about my services. I get much of my business from referrals by past clients. I hope to be able to trace several future clients back to my work with Willard, as well.

Best regards,
GettingGreatRates.com



Carl E. Brown
President

Enclosure

Water and Sewer Rate Analysis Report Willard, Missouri

Prepared September 19, 2024

Carl Brown, President
GettingGreatRates.com

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Executive Summary

These analyses calculate water and sewer rates for Willard that are in a cost-to-serve structure with a level minimum charge and unit charge for in-City customers, and a higher and level minimum charge and unit charge for out-of-City customers to account for generally higher costs to serve outside of the City. The user charge rates are “description-based,” but system development fees are based on meter size. The modeling includes rates to fund the most likely set of conditions the utilities will experience. Overall, water rate revenue needs to increase by 48.6 percent and sewer by 51.3 percent. Each set of rates needs to be restructured to make them fairer, too.

The Meaning of This Report, in a Nutshell

Willard, later at times just called the “City,” the “utility,” or “you,” hired GettingGreatRates.com, later called “me,” or “I,” to perform rate analysis of its water and sewer utilities; to produce a report of my findings and recommendations; and to provide guidance on rate setting.

This report is detailed and somewhat long. The math behind the report is complex. Some assumptions had to be made about data and outcomes, which is normal. Still, these things make the modeling complex and interpreting the models difficult. Following is the “Cliff’s Notes” version of what the calculated rates will do and what they mean to customers.

The set of rate calculations in this report for each utility are quite closely based on the principle called, “cost-of-service” or “cost-to-serve” rates. This is the prime industry standard for utility rate analysis. Quite simply, if a customer causes the utility to incur a cost, that customer should reimburse the utility for that cost. In your case, meter size-based minimum charges are not warranted. There are so few large meters, assessing higher rates to those meters would not lower the rates of smaller meters very much. Thus, simpler rates where you assess a single minimum and a single unit charge to all in-City customers is simpler and fair enough. Assessing rates to out-of-City customers with that same structure, only higher, will also suffice. Importantly, rate revenues need to go up moderately to make the utilities sustainable.

Introduction

I analyzed rates for the City that will cover the costs of significant system improvements, pay all operating and related costs, and build appropriate reserves over the next ten years. These things will be big drivers of higher rates.

The utilities’ customer bases are growing rapidly. That improves the ability of the utilities to become more economical to own and operate over time, because there will be many new customers to share costs.

As for me, your rate analyst, I have analyzed rates as a consultant since 2005, completing 389 analyses since then. Before that, from 1991 to 2005, I did similar work, as well as grant and loan coordination work, for the Missouri Department of Natural Resources. My experience is deep. I calculated your rates with due diligence using the best methodologies and reasoning I can. I trust my expertise and the results I get. You should, too. You can adopt the rates recommended in this report and all should turn out well for you.

But it is reasonable for you to be curious about my methodologies and why and how I employ them. "Trust but verify" is a reasonable attitude for you to have because rate setting is one of your most critical and criticized tasks. You need to get it right. Just summarizing my methodologies requires a lot of discussion, therefore, I left that discussion out of the main part of the report. I placed those discussions in Appendix A, starting on page 19.

If you have a basic working knowledge of rate setting, and if you consider the logic of what follows, you should be able to read on and learn what you need to know to set rates appropriately and confidently. If, however, you read something that you do not understand and you want to understand it, go to Appendix A. I likely covered the issue there. If I did not and if the issue is important to you, just call and I will talk you through it.

Appendix A summarizes my rate analysis methodologies, theories, and general issues.

The water user charge rate structure is "description" based – in-City residential customers, in-City commercial customers and the same outside of the City. The minimum charge and unit charge are higher for out-of-City customers in recognition of the fact that it is generally more costly to serve outside of the City. For water there is a 1,000 gallons per month usage allowance. Sewer does not have a usage allowance.

This report is the culmination of a process where I submitted information and data requests to my primary City contact, Carolyn Halverson, Director of Finance. I am sure others behind the scenes assisted but I coordinated all communications through Ms. Halverson.

As I received information and data, I modeled the utilities' finances and rates and submitted drafts for review to get feedback. Ms. Halverson reviewed those drafts to assure accuracy, and when needed, she corrected data. Note: Late in the analysis phase, Mr. Wesley Young came on board as the new City Administrator, so he provided feedback, as well.

The rate analysis modeling covered 12 years, as follows:

- The "test year" is the one-year period from which data was used as the starting place for the analysis. We almost always use the last completed fiscal year as the test year. That is what we did in your case, too.
- The modeling was started and completed during the next year. In the model tables, this is called, "0 Year."
- For the next ten years, the modeling used budget figures, capital improvement cost estimates, etc. when available. Those normally cover one or two future years. For the remainder of the ten projection years, we increased incomes, costs, etc. by expected inflationary factors.

I prepared and submitted a draft final report. Again, my contacts reviewed and gave me feedback. We cycled through this process a few times to arrive at this, the final report.

The report is in two parts. The first part is this narrative report that tells readers what should be done to the utilities' rates and why and interprets much of the mathematical modeling.

The second part is a printout of the models. The models are named and described as follows:

- "Willard, MO, Water Rates Model 2024-3." Later this model will just be called "the Water Model." (Many other models were created during analysis to determine the rate effects of variables. The appropriate aspects of those early models have been incorporated into the final Water Model.) The Water Model assumes the City will continue many practices, but it would restructure rates.
- "Willard, MO, Sewer Rates Model 2024-3," later called, "the Sewer Model," is like the Water Model except it covers sewer rates.

As you read this report, please keep this in mind. The report does not *direct* the City to do anything. Actions you take or do not take are strictly up to you. The report is meant to inform and educate so you can make well-informed decisions about actions to take. And the report and models are not legal recommendations. For legal issues consult your attorney.

About the Models, Generally

The models were built to match the systems' financial statements and other data as much as possible. Because incomes and expenses in standard financial statements, and other data, are seldom grouped in such a way as to enable the required rate calculation methodology, the Models do not always match financial statements.

For modeling purposes, it does not matter whether funds are held in the general system account, a debt service sinking fund, repair and replacement account, etc. Therefore, the Models account for funds in a more simplified way than most utilities do it. When it comes to segregating funds, staff knows best how to do that, so the Models do little in this regard and I leave the segregating up to staff.

Several line graph charts in the Models graphically depict some things which would be difficult to pick out of the tables. In all the charts, the **blue line** represents what would happen under the **modeled** rates and the **red line** under the **current** rates. Financial trends for the red lines are (generally) bad. Those for the blue lines are (generally) good. Review the definitions section of the Water Model to learn the meaning of terms used in the charts. A few explanations should help you interpret the charts.

Chart 2 of either model can depict the blue line, the modeled rates coverage ratio, at zero or going to zero. That could be a good thing, or a bad thing. It is a good thing if you have no debt, or the debt is paid off during the time being modeled. It is a bad thing if you have debt but no current income available to pay that debt.

Charts 1 and 2, page 91 of the Sewer Model can be confusing. This is what they depict.

Chart 1 measures a utility's ability to pay operating costs using current incomes. The current incomes part of the definition is key. When you have reserves, those can be used to pay debt or pay cash for other things. But the classic definition of the operating ratio does not include reserves, only current incomes. Therefore, an operating ratio at 1.0 means current income equals current operating costs – that income is at the break-even point with operating costs. For sewer, you started below 1.0. That means you did not have enough current income to fully pay current operating costs and there was no current income left over to pay debt or cash-paid system improvement costs, either. But you had reserves, so temporarily, you were fine. After raising rates (the blue line) as modeled, the operating ratio rises.

Chart 2 of the Sewer Model, the coverage ratio, measures a utility's ability to pay debt service from current income after satisfying operating costs and setting aside appropriate operating reserves. For sewer, you had no current income above what it would take to satisfy the operating reserves goal, so you started with no coverage ratio. Since even the rate revenue increases modeled do not generate net revenue above what it will take to satisfy the operating reserves goal, the classic coverage reserve stays at zero.

Because of a shortcoming in how the classic coverage ratio is calculated, I also calculate an "alternative coverage ratio," which is the green line in Chart 2. For this ratio, I include reserves, because undedicated reserves, when you have them, are available to pay debt service. Now your picture still looks odd because the green line goes below zero. That indicates that, during those years you will not have enough income and reserves combined to pay all operating costs plus pay debt service. Later in the report I will describe how you probably will cover this shortfall.

Charts 1 and 2 of the Water Model function the same as those in the Sewer Model, but the income and debt situations for water were very different, so those charts look very different compared to the Sewer Model charts.

On to other charts, Chart 8 depicts reserve levels under the existing rates (red line) and the modeled rates (blue line). When the blue line goes up, that is a good thing for the utility. When the red line goes down, that is a bad thing, at least, if you were to decide to keep your current rates for very long.

Where do the current rates trend lines come from?

Comparison of the chart trend lines between the current rates (red) and the modeled rates (blue) are useful to planning and action.

My modeling template models incomes, expenses, capital improvement plans and much more, resulting in a set of system development fees and user charge rates that will pay all costs well into the future.

In the background the template also runs a second analysis that assumes the above things but assumes the current rate and fee structures will continue for the next ten years and apply to customers as the customer base grows.

Thus, the results of that "background" analysis can be compared to the "foreground" analysis. That enables an "apples to apples" comparison of what likely will happen under the current rates versus what likely will happen under the modeled rates. Often, the best course of action is then very easy to see.

In contrast to Chart 8, Charts 3 and 4 in the Models depict user rates. When the Chart 3 and 4 blue lines go up, meaning rates are going up, customers do not like that. But the utility will be better funded as a result and that benefits ratepayers because it makes their utility more resilient and able to make improvements that will serve them better. Effectiveness is the first priority. Efficiency (low cost, as customers view it) is the second priority. Customers want efficiency. But if the system is not effective, cost is a moot point.

One thing you will notice in viewing Chart 5 is this. Only the red line (current rates) and the black line (goal amounts) show up at all, or most of the time. When that happens, the line depicting the proposed rates is taking the same path as the line depicting the goal. That is because, in the Models, I programmed all funds that exceed what is needed to meet the working capital goal to “spill over” into the CIP and Debt Service fund reserve. Thus, the recommended rates line is taking the same path as the goal line.

Chart 8 spells the net revenue difference between the current rates and the modeled rates. The modeled rates will generate more revenue over time and, thus, produce stronger total reserves. It is useful if you can understand the other charts, but Chart 8 is the one to focus on.

As you set and later reset rates, I suggest you follow the guidance I give in my book, “How to Get Great Rates.” This book is one of the rate setting resources I mentioned earlier.

The remainder of this report directly addresses the analysis findings and my recommendations, starting with water rates.

Water Model Discussion

System Development Fees and Minimum Charge Surcharges

The discussions in the rest of this subsection are brief because I recommend you stay with description-based minimum charges, and you continue with the system development fees (plant investment fees) calculated by Cochran Engineering and already adopted by the City.

There are a few ways to raise money to pay for system capacity costs:

1. System development fees (plant investment fees) paid when new connections are made, and
2. System development surcharges to the minimum charge, which are paid monthly. These direct from whom this money is raised.
3. A third undirected way is to just cover system development costs as they come along, probably by setting regular user charge rates high enough to cover costs as they appear. This alternative may or may not have customers pay according to the system capacity costs they cause.

You are already using Alternative 1 (the Cochran-recommended and since adopted system investment fees) and Alternative 3, which nearly every water and sewer utility is using. You are not using Alternative 2, meter size-based minimum charges. In your case, I recommend you not adopt meter size-based minimum charges, too. In your case, there is little improvement in rate structure fairness with meter size-based rates and those rates would be much more complicated than a description-based rate structure, like the current one.

A special note: The City engaged Cochran Engineering to calculate the plant investment fees (system development fees) for a large development. Cochran issued its report last April. Cochran found that the water plant investment fee for a five-eighths inch or three-quarter inch meter should be \$800, and a four-inch meter should be \$9,600, with in-between meter size fees falling within that range. Sewer plant fees should be between \$1,000 and \$22,500 for those same meter sizes. I incorporated the Cochran fees into my model and found them to be appropriate. The City has since adopted the Cochran fees. For those reasons, I recommend you stay with the Cochran fees.

In the models, Tables 11 through 16 calculate meter size-based system development fees and minimum charges. Since you already have plant investment fees covered, there is no need to show Tables 11 through 14, so I left those out of this report. And since I am recommending description-based minimum charges, not meter size-based minimums, I “zeroed out” Tables 15 and 16, they were not used at all in the modeling, and those tables have been left out, too. Thus, Tables 11 through 16 do not appear in the report. That is not an oversight. They simply were not needed in your case.

On a related issue, I do recommend one set of changes to minimum charges. That is, the premium for out-of-City service should be much higher than the current premium of 8.8 percent for the minimum charge and 9.1 percent for the unit charge. Most out-of-City premiums are set at between 25 and 100 percent of the in-City rates for both minimum and unit charges. I usually recommend a 50 percent premium, and that is what I modeled and recommend for you, too.

As to new connections, part of what you call “METER REPLACEMENT/ INSTALLATIONS...” in Table 3, page 49, those are fees currently being charged for service connection costs, not plant investments. Therefore, you should continue to assess the “METER REPLACEMENT...” fees in addition to the recently adopted plant investment fees.

Terminology

In the practice of setting rates and fees, many terms are used to denote the price of things and services.

In rate analysis practice, the terms “system development fee” and “system capacity fee,” and a few others are interchangeable.

This narrative report and the included rate model(s) use the term “system development fee.” If you use a different term and it suits your purpose, continue.

In contrast, the terms “new connection fee” or “tap-on fee” refer to payment to the utility for the cost of issuing a permit to connect, the cost of inspecting new connections before they are buried, the cost of providing a water meter and pit, and similar out-of-pocket costs.

To adhere to the principle of “cost-to-serve” rates, a utility should recover at least part of its capacity costs through system development fees. In addition, they should recover out-of-pocket costs through connection fees.

Expected Incomes

Table 3, page 49, shows the various past incomes and future incomes to expect, as well as several other things related to revenues. The modeling assumes new rates will be adopted early enough to begin assessing at the new rates on January 1, 2025. If you adopt new rates sooner, you will begin to build reserves sooner. The sewer fund is projected to go into the red soon, even with the new higher rates. Thus, the sooner you can adopt new rates, the less in the red that fund will go and the more reserves the water fund will have to lend to the sewer fund.

High in Table 3 is a line called, "Rate Increases Projected for Future Years." As mentioned earlier, after the initial adjustment, revenues are expected to rise by 48.6 percent. In years following that, rates will need to be raised enough to match budget inflation each year, assumed to be 4.0 percent. To be conservative, I assumed plant investment fees would not be increased, but you should examine those fees for need of increases each year, too. Details will be provided later.

Expected Operating Costs

Table 4, page 50, shows expected operating costs. Those in the first column came from the utility's financial statement. In the years after that, I expect most operating costs will inflate by four percent per year. Some costs rise due to inflation plus growth in customers and growth in use. Those costs are highlighted green.

To make calculation of a few financial indicators accurate and simple, I do not include as "operating costs" those costs associated with building and financing capital improvements. Those costs are covered in Table 5.

Capital Improvements and Related Issues

Capital Improvements are a Key Rates Driver

Capital improvements and their costs will be a big driver of higher rates. In a few years, the City plans to invest in a new well(s) and a storage tower. Those costs are expected to be paid with certificates of participation (COPs). Other on-going projects called "Capital Assets" will be paid with cash. All these things are shown in Table 5, page 52.

Repair and Replacement Scheduling

The utility does not have a "formal" equipment repair and replacement (R&R) schedule. You handle those things through your regular budgeting process. Therefore, Tables 6 and 7 of the Model have been left out. That said, I encourage you to create an R&R schedule because it takes most of the risk out of paying for these kinds of needs. You are welcome to use my "ReplacementScheduler" worksheet, available free at <https://gettinggreatrates.com/Freebies> to make that process easy.

Target Reserve Levels

According to your test year balance sheet, your total reserves were right at where they should have been for a system of your size. Therefore, I targeted reserves in the tenth year at that level, plus the amount of inflation I expect by then.

To give you a sense of how I arrived at the amount of target reserves, the following bullet points state them. I recommend these for you, too:

1. Unobligated cash and cash equivalent reserves equal to at least 50 percent of the annual operating costs, not including debt service and general administration costs.
2. A 20-year repair and replacement (R&R) schedule reserve, in the 20th year equal to at least twice the average year's cost of R&R. In your case, the above reserve will need to cover R&R, too.
3. Capital improvement and debt reserves at the end of the tenth year, after debt is paid, equal to that year's debt payments plus cash-paid capital improvement expenses.

The above actions, and the rates recommended from this Model will cause reserves to stay nearly level, except for the years when the well and tower work is expected. Chart 8, page 70 gives you a visual picture of what this will look like.

Projecting budgets and ending balances for next year is a difficult task. Doing the same five years out, I can usually get close. Ten years out, there are so many assumptions we must make now that will not pan out years from now that you should not bank on those numbers. But they serve as good planning targets. In most cases, a utility will see big cost, income, growth, debt, and other changes looming on the horizon a few years out. When that happens, it is time to do a new rate analysis to get rates back on track to meet those challenges. Thus, target balances give you something to aim for, but the target will move over time. With each new rate analysis, we will bring you back on course.

What if Expenses in the Model Miss the Mark Someday?

First, missing the mark is a certainty. Eventually, the projected expenses will miss the mark. That is why analysis needs to be redone periodically. With time, things change.

If you adopt the Water Model rates, then in a future year it turns out the Model failed to accurately predict the expenses you experience, what should you do? That depends upon which way (higher or lower) your expenses went, and how much they differed from what was predicted. It may also depend upon which expense(s) varied because that could markedly affect cost structure, and therefore, rate structure. And it will depend upon what happened to revenues, too.

- Your "fix" for a situation may be to continue with future rate adjustments as recommended. Not all "misses" need to be addressed. Some right themselves.

- Or it may be to speed up or slow down future inflationary increases to get revenues and reserves back on track.
- Or it may be to do a proportional increase to minimum and unit charges based upon the percentage that the experienced expenses are higher or lower than those in the Water Model.
- Or it may be to give me a call if you are not clear about how to make the needed adjustments.

My suggestion is this. When in doubt, err on the side of calling me for advice. I can usually talk folks through how to make the appropriate adjustment and I do not charge for that.

If your new situation requires modeling, I probably will request a fee for that. In that case, I would estimate the hours needed to do the analysis adjustment and I would propose to do that at the hourly rate I used to calculate the fees for the original project, if not much time has passed. Otherwise, I would propose using my then current hourly rate. Most such projects, including the reporting out, take a day or less to do, so they rarely go over \$1,000.

If “getting back on track” is a problem several or many years into the future, many issues could then be in play. In that case, it is time for a new rate analysis.

The critical point is this. Do not hesitate to make the recommended rate adjustments just because you are not positive it will work out. Make the adjustments and then track how it works out through the years. If you get concerned about something later, just call. I cannot say, “I have seen it all.” But I have seen a lot. I probably can work you through any rate setting situation you will experience.

Rate Affordability

I calculate each rate analysis client’s rate affordability, measured by the Affordability Index (AI). For most utilities, it is a very useful tool to assess how “cheap” or “expensive” their rates will be. The AI is also used by many grant and loan programs to determine if an applicant will be awarded a grant, how much grant, an interest subsidized loan or no funding assistance at all.

Income growth, as determined by the Census Bureau, averaged 4.26 percent over 22 years through 2022. That is shown in the top left corner of Table 3, page 49. That is a strong growth rate.

Ratepayers ask, “Why should I pay more?”

Nearly every ratepayer served by every one of my client systems wants to keep their current (lower) rates. No one wants to pay more for their water than someone “down the road.” That is human nature. We are wired that way, and that is not a bad thing.

Nearly all my client systems have system improvements they need to make. They cannot fund them out of current revenues. That is why they have a backlog of improvement needs. Quite simply, rates need to go higher, so improvements can be done. While your rates may go higher than those in other systems nearby, that is likely a temporary situation. Those other systems have a backlog of improvement needs. Once they start to attack that problem, their rates will go up, too.

Saying this will not make anyone feel good about higher rates. But this situation is going on nearly everywhere. Maybe not on the same schedule as you, but their day is coming, too.

Water use for all in-City customers averaged 4,230 gallons monthly. That is a bit below the national use benchmark for affordability of 5,000 gallons monthly. Based on the available data, the bill affordability for your average in-City customer will be lower than the Affordability Index that appears in Table 17, page 64. The Affordability Index is also shown graphically in Chart 4, page 68.

In the table, the Affordability Index calculation for the test year was 0.40 percent. That means, a 5,000 gallon per month residential customer earning at the City-wide median household income level paid 0.40 percent of their monthly household income to pay their monthly water bill. The national average is thought to be approximately 1.0 percent, so your current rates should be considered “cheap” when compared to the national average. And your average water usage is less than that benchmark, so those rates are cheaper, still.

Under the modeled rates for the fiscal year that will start in 2025, the first full year after the initial adjustments have been completed, this customer’s Affordability Index would go up to 0.46 percent. That is almost no change from the current rates. Compared to most of my client utilities, you are in great shape on this metric. But be aware, based on rate affordability, you probably do not qualify for grants, so it is good you are not “banking” on grants.

The Affordability Index does not depict how new rates will affect customers using different volumes. Table 18, page 65, shows “before and after” bills for customers using different volumes of water. It is one of the few tables from the Model that I recommend you copy and bring to the Board meeting as a handout for the public. Because most customers are concerned about what will happen to their bills, you should give this table to everyone who wants a copy.

Affordability Index: The monthly charge for (typically) 5,000 gallons of residential service divided by the median monthly household income for the area served by the system. An index of 1.0, meaning a household pays one percent of its income to pay its bill for 5,000 gallons of service, is generally considered affordable. The Affordability index is a primary factor in determining grant and loan eligibility and grant amount.

How to Implement the Water Model Rates

These are the rates I recommend you adopt.

In the following, I summarize most things you would need to do to get set on this course of rates. In your case, you should adopt rate adjustments in two phases.

1. The first set of adjustments is a revenue increase and rate restructuring. Table A states the initial set of rates to adopt. Adopt these rates early enough to become effective by January 1, 2025. Adopt earlier, if you can. You would need to satisfy all Statutory requirements for making rate adjustments in advance of billing at the adjusted rates.
 - a) In this table, I did not include system development fees (plant investment fees) because my analysis indicates you should keep the current plant investment fees.

2. The next adjustment needs to occur one year later, at the same time of year or to be effective right after the start of the next fiscal year. Increase minimum and unit charges across-the-board by 4.0 percent annually, but whatever the budget inflation rate is expected to be each year, raise rates across-the-board by that percentage rate. Again, satisfy Statutory requirements.
3. Inflationary increases should continue each year. Again, I assumed you will need to raise all minimum and unit charges by 4.0 percent annually, but whatever the budget inflation rate is expected to be each year, raise rates across-the-board by that percentage rate.
4. When making inflationary increases, you should examine the costs and incomes the utility experienced during the then current year, plus the balances that accrued. Compare those items to the same items in Tables 3, 4, 5 and 17, of the Model for the year in question:
 - a) If all criteria are performing close to the values in the Model, raise all rates by 4.0 percent, as shown near the top of Table 3, page 49.
 - b) If criteria are not performing as shown at the bottom of Table 17, page 64, but they are not egregiously different, follow the instructions in Chapter 9 of the book, "How to Get Great Rates" for how to make inflationary increases correctly, adjusting for variations in incomes, costs, etc. Download that book for free from <https://gettinggreatrates.com/Freebies>.
 - c) If any criterion is performing poorly by an amount that is troubling to you (balances too low, incomes too low, expenses too high), call me to discuss the situation. It is likely I will be able to "talk you through" how to make appropriate rate adjustments to correct the situation. If not, I can do a model revision for a small fee.
5. I recommend repeating the Bullet Point 4 task each following year until you have raised rates and fees by a total of 20 percent. However, if your costs, capital improvements, and other things change dramatically over the next few years, I suggest you get a new rate analysis done when it seems to you it will be most productive. Otherwise, if these criteria are near what I modeled, and for most utilities they usually are, you may not need the next analysis for several additional years. A subsequent rate analysis would likely be useful just before you solidify plans for a major system improvement. That would let you use the analysis to support planning. When rate analysis time arrives, have me or another rate analyst of your choice perform a new rate analysis.

Table A: Rates From the Water Model

Table A: System Development Fees; Minimum and Unit Charges; No Usage Allowance, Calculated by the Willard, MO, Water Rates Model 2024-3					
Water Meter Size	Customer Class	Monthly Minimum Charge, Including Peak Capacity	Usage Allowance in 1,000s	Unit Charge per 1,000 Gallons	
All	In-City	\$12.57	0.000	\$3.91	
All	Out-of-City	\$18.86	0.000	\$5.87	

Closing

The utility needs more revenue to cover all costs, temporarily lend to the sewer fund for a few years, and arrive at appropriate reserves in ten years. It should also restructure rates, so they are fairer. The recommended rates accomplish those goals.

It is important that you examine incomes, costs, and accrued balances each year to assure the rates are bringing in adequate revenue to meet needs and maintain reserves. If they are not, increase rates across-the-board by a percentage that will bring the balances up to where I calculated they need to be each year.

Sewer Model Discussion

Most issues for sewer are the same as for water, so many of the issues are not discussed again here and duplicative tables have been left out. Things that are different are discussed.

System Development Fees and Minimum Charges

Handle new connection fees and sewer system development fees as described in the Water Model section.

One difference that applies to sewer rates but not water rates is how to bill for residential customers. You currently bill residential customers each month based on winter averaged water use. In essence, for each residential customer you calculate their monthly average use for some selected months, you apply the unit charge rate to that, add the residential minimum charge and bill that customer that amount each month until you set new rates. That is a good practice, and I recommend you continue it.

Expected Operating Costs

Table 4, page 77, shows expected operating costs. The big difference between water and sewer operating costs is the cost of wastewater treatment done by the City of Springfield for Willard. City staff shared with me a letter from Springfield outlining treatment rate increases Springfield will be assessing to Willard. They will be expensive. Plus, Willard is sending more of its wastewater to Springfield for treatment than it did just a year or two ago. And as Willard grows, it will send even more wastewater to Springfield. As a result, the "Springfield Sewer Charges..." cost item in Table 4 is expected to more than double to \$1.1 million per year by the tenth year. By then, treatment by Springfield will amount to 42.5 percent of Willard's wastewater utility operating budget.

Inflow and Infiltration (I&I)

Related to the cost of wastewater treatment is inflow and infiltration (I&I). It is prudent for wastewater systems to try to reduce I&I as much as is practical. It costs money to transport and treat I&I. that is especially the case for Willard, looking at a high bill for treatment. To put numbers to this cost, in Table 9, page 84, bottom right corner of that table, I calculated the marginal cost of I&I at \$8.87 per 1,000 gallons. Then in the bottom right corner of Table 8, page 82, I calculated the total variable cost of I&I at \$198,001 per year. That will be more than ten percent of your total operating cost.

I reviewed draft Ordinance Number 240529 for the City. This ordinance involves control and reduction of I&I. I believe such ordinances are standard procedure for most wastewater systems. It only makes sense to not treat water that should not be in the wastewater system in the first place. The ordinance was quite normal for this issue. I found it to be reasonable in every regard and I encourage the Board to adopt this ordinance. Doing so should help to drive down this cost.

Capital Improvements and Borrowing From the Water Fund

Table 5, page 78 shows that you expect to take on nearly \$5.2 million in two large system improvements. Most of that will be paid for by grants, another \$1.2 million with certificate of participation borrowing, and a smaller part will be paid from reserves. The immediate cash outlay is projected to be approximately \$700,000 for those projects. Add another nearly \$500,000 for other improvements paid for with cash in the next two years and the total cash outlay will be more than the net sewer income and total reserves for those years and a few years to follow. That will drop the total sewer reserves to a negative \$616,000 by the end of 2026. After that, reserves will begin to recover.

If expenses and their timing come in like this, you will need to borrow to cover the shortfall. Fortunately, the water reserve is projected to be strong during that time, so I have assumed sewer will borrow from water for a few years. But by 2032 the water loan should be paid back in full, and the sewer fund will quickly recover to reach its target reserve by the tenth year.

The critical message is this. The water fund will be strong for the next ten years. Both sets of rates will rise substantially, though sewer reserves will go negative during the middle years. The need for and the cost of improvements is so great that the sewer fund will need to borrow from the water fund. And in about 2028, there will only be about \$500,000 in total reserves between the two funds. Thus, you must adjust and raise water and sewer rates soon, continue to raise rates in the future and be careful about the cost and timing of improvements to avoid exhausting both funds.

Some ratepayers may think that all these rate increases are not needed or are too much. Without these increases, financial vigilance and careful timing of improvements, the utilities will financially fail. Increases are critical.

Target Reserve Levels

According to your test year balance sheet, your total reserves were a bit higher than what I recommend. For sewer, I recommend the same percentages of reserves as described in the Water Model section earlier, so the sewer rates I modeled will grow those reserves slightly over the long term. But reserves will fall and go negative for a few years before getting to the target level in the tenth year.

Rate Affordability

In Table 17, page 88, the Affordability Index for the test year was 0.83 percent, a bit below the national average of 1.0 percent. Under the modeled rates for the fiscal year that will start in 2025, this customer’s Affordability Index would go up to 1.21 percent. Table 18, page 89, shows “before and after” bills for customers using different volumes of sewer service.

How to Implement the Sewer Model Rates

These are the rates I recommend you adopt.

For sewer rate adjustments, follow the instructions for water rate adjustments that start on page 14, except adopt the rates shown in Table B that follows.

Table B: Rates From the Sewer Model

Table B: System Development Fees; Minimum and Unit Charges; No Usage Allowance, Calculated by the Willard, MO, Sewer Rates Model 2024-3					
Water Meter Size	Customer Class	Monthly Minimum Charge, Including Peak Capacity	Usage Allowance in 1,000s	Unit Charge per 1,000 Gallons	
All	In-City	\$26.34	0.000	\$11.58	
All	Out-of-City	\$39.51	0.000	\$17.37	

Closing

The utility needs more revenue to cover all costs and arrive at appropriate reserves in ten years. Even with that, in a year or so it will run negative reserves and need to borrow for a few years to get through a high-cost, low-reserves period. But reserves will recover. The recommended rates will be fairly structured and build those reserves.

Conclusion

“Conclusion” is a misnomer here. This report provides information to help the City make decisions. Thus, it begins the process by which you will initially adjust rates and fees and take other actions. I will continue to help you as you do that, so always feel free to call me to discuss any concerns you have as the years pass. Having the Model available to track your progress and determine the effect of condition changes later, I should be able to test changes easily and advise you quickly.

As time passes you will need to adjust rates incrementally as modeled in this report and as described in more detail in my book. Eventually, you will start this cycle over.

As you take on the initial adjustments, keep the following in mind.

- Everyone impacted by the City’s water rates should at least be made aware of the results of this report.
- My default recommendation is to give any customer as much information as they want. If they want a copy of the full report, give them that.
- Give the media a copy of the full report so they can quote the report directly and accurately rather than be forced to “figure things out.” Much of this is very complex. Few people know how to, or have the time to, calculate utility rates. Make it easy for everyone to get the facts right.
- For most customers, what would happen to their bills is as much as they will care to know about this analysis. To satisfy those information needs, the City can publicize the current and modeled rates and/or the bill comparisons.
- A few customers will want to know more, especially high-volume customers. Give them the full report if that is what they want.
- A good way to accomplish these things is to post the report on the City’s Web site, Facebook page or other social media, so everyone can see for themselves what the report says. Publicize the posting widely and publicly. Information is a good thing. *Being seen* as trying hard to get information out to folks is also a good thing.

You have engaged me to pay an in-person visit to the City’s Board on September 23, 2024. At that meeting I will discuss my findings and recommendations, answer questions, and do my best to get you over the new rates finish line as soon as possible. I look forward to that.

Appendix A: Rate Analysis Methodology and Related Issues

This appendix covers many issues related to rate analysis and rate setting generally, and specifically to how I do rate analysis. But first, I thank governing bodies for the valuable service they give to us.

The Governing Body's Job is Broad and Critical

The report covered my findings. Based on those findings, I made rate and fee setting recommendations. I may have offered some options, too. However, and this is important, my job is only to advise. The governing body's job is to set rates, among many other things.

Utility management requires the governing body to consider rates-related issues:

- How would the recommended rate structure and overall level of the rates affect ratepayers and funding of system needs?
- How different is the recommended structure compared to the current rate structure, meaning, how much "rate shock" would the recommended rates create for some customers?
- How might the governing body prudently reduce system costs, delay capital improvements, obtain grant or other outside funding for improvements and do many other things to reduce the need for additional revenue?
- And even if rate increases are not a problem, how might the utility be managed differently to reduce costs and be more efficient?

Those are just a few issues related to rate setting the governing body must consider. The job of the governing body is a big one, covering much more than rate setting. The members of the governing body have intimate knowledge of "conditions on the ground," community needs and ratepayer feelings. I only got a glimpse of such things. As the governing body considers those, and many other things, it will decide how to set rates and fees. My analyses and recommendations should be helpful as they do that, but my charge is only to advise, not direct.

All ratepayers and utility customers should be thankful that people from the community stepped forward and joined the governing body to do that critical work. Without such civic-minded people making utility services function well, quite literally, community-based living would not be possible. It is common for some citizens these days to not believe officials and even work against "government" at all levels. That is unfortunate because local government officials make it possible for the rest of us to live and work where we do.

To the governing body members, I say a heartfelt, "thank you." I feel privileged to advise you and I trust you to seek the best overall outcome for your citizens and utility customers.

Now, on to issues that related more narrowly to rate analysis and rate setting.

Rate Setting Resources Beyond This Report

Over the years, I have found that several topics are common to many utilities. Others can be important to a utility at certain times in their development. Rather than cover such issues here, I cover them in separate guides and a rate setting book, all available for FREE download at <https://gettinggreatrates.com/Freebies>. Following is a listing and descriptions of a few those guides and resources:

1. How to Get Great Rates© (e-book) – The book focuses on basic rate setting issues. It is most applicable to smaller, simpler systems.
2. Rate Setting Best Practices Guide© – This guide expands upon the book to cover affordability, sustainability, bill assistance programs, meter size-based system development fees and minimum charges, how to acquire rate analysis services, and more.
3. Rate Setting Issues Guide© is just that.
4. Replacement Scheduler© is a spreadsheet application that enables users to build their own equipment repair and replacement schedule, which calculates the annuity (savings amount) needed to fund all items in the schedule.
5. CIP Planner© is a similar spreadsheet application for capital improvements planning.

The two spreadsheets were extracted from my rate analysis model template and made a bit more user-friendly for do-it-yourselfers. I encourage my rate analysis clients to use these two sheets so they can make repair and replacement and capital improvement plans more formal, more forward looking and less reactive. Plus, the sheets make data gathering easy for clients and me.

There are other guides and resources on this site. All are FREE, so check them out.

Recommendations for Policy and General Issues

Many of the following things you probably are already aware of or are already doing, but they are worth repeating. A comprehensive list of rate setting best practices is presented in the “Rate Setting Best Practices Guide,” cited above.

Whether your entity is a city, town, district, or utility authority, you can use the following as a checklist of “to-do” tasks for rate setting and rate analysis. If a reference you see in the following does not quite fit your situation, consider how you can apply the information to your special situation:

1. It is easy to export data from a robust, user-friendly billing program. Your staff gathered volume usage data from that program for my analysis work. For you to examine payment history and problems, usage trends, new connection trends, the effects of usage allowances and other rate structures on revenue generation, and many other issues, you must have a billing program that is user-friendly and robust. If your current billing

program is not as usable as you would like, I recommend you acquire a program that is. A good first contact to research billing programs is your state rural water association.

2. You should charge for the various services staff perform for customers and others. These include various services you provide in the field, such as after-hours service, meter disconnects and reconnects, special meter readings, etc. Just driving to a customer's site takes a minimum amount of time. That is time the staff person cannot perform other duties. To assess appropriate fees:
 - a. You should periodically determine how long it takes to drive to and back from the average site and to perform each service.
 - b. Determine how much it costs the utility per hour, on average, to have staff perform these services. Include staff wages, benefits, taxes, use of utility vehicles, tools, and minor equipment, etc.
 - c. Include a fair amount to cover the time that office staff devotes to working on these services to track them, bill for them, etc.

In almost all cases, these estimated costs should be recovered with fees for the various services. In addition, set a minimum that you will charge for showing up. In that minimum fee, grant a certain amount of time spent on-site, such as 10 minutes for a special meter reading or 30 minutes for a meter change-out.

In essence, set your fees in the same way plumbers and similar technicians do – a set fee for showing up, which buys the customer a set amount of time, and an hourly rate if the job takes longer than the show up charge will cover.

While accounting for time and other investments in the various services staff perform is important, do not make the costing tracking process burdensome. For many services you likely can just estimate staff time occasionally and charge fees based upon those estimates.

3. Retain required funds in interest bearing debt service and debt reserve accounts when required by your lender(s).
4. Have me or another rate analyst of your choosing conduct a full rate analysis again when the *actual* financial performance and my *projection of future* performance diverge enough to make a new analysis worthwhile. Conditions should dictate rate analysis timing. Most utilities benefit from rate analysis on about a five-year cycle or when total costs have risen by 20 percent. But if you are planning to do significant capital improvements that were not previously included in the rate modeling, or when actual improvement costs or funding plans have changed significantly compared to those that were modeled, those factors call for a new rate analysis as soon as you can get it done.

5. Fully adopt management strategies that are included in what is commonly called, “advanced asset management.” These strategies can yield better service and reduced costs for a utility, especially those looking to build new facilities or replace existing facilities soon. At a basic level, you can use my free spreadsheet tools called, “CIP Planner©” and “ReplacementScheduler©” to do capital improvement and equipment repair and replacement scheduling, costing, and annuity calculations. These functions are at the core of asset management and may be all, or nearly all the “asset management” a small, simple system needs to do. Download these tools and others from <https://gettinggreatrates.com/Freebies>.
6. As a reminder, check with your attorney for language and legality of all issues discussed in this report.

Cost-based Rate Calculations

To give you a synopsis of rate analysis, as I do it, and to make it easier for you to read and understand my findings and recommendations, a tutorial on my methodology is in order. Most situations are simple enough that I do not need to use all these methods, but it will serve you well to know the breadth of the methodology.

When I analyze rates for a government-owned water-based utilities, and other utilities that are empowered to assess cost-of-service rates, I use the cost-needs approach. The approach is exhaustively described in the American Water Works City’s “M1 Manual, Principles of Water Rates, Fees and Charges,” Seventh Edition. This manual, in use since the 1960s and periodically updated, is considered by many to be the “Bible” of water rate setting best practices.

While the manual focuses on water rate setting and uses terms, units of measure and other things specific to water, the principles and approaches work just as well for electric, sewer, stormwater, trash collection and other utilities and services that are paid for with rates and fees. One just needs to use the appropriate units of measure and a few conventions common to the other types of utilities and services when applying these principles to them.

The cost-needs approach is a static (one year) rate calculation. One could do a new rate study every year to arrive at the rates to assess each year, spread over many years. But that is a lot of work or expense with very little practical benefit to be gained. It also can lead to rates that would rise drastically one year just to fall the next year. It is much more palatable to ratepayers if you keep their rates more stable. That requires calculating rates, revenues, costs, and many other things over a long period of time, say five to ten years and setting rates to bridge the cost highs and lows with prudent reserves.

Important Terms

The cost-needs approach results in rates that are called, “cost-to-serve” or “cost-of-service” rates. Simply stated, the costs for a targeted budgeting period, usually a year during the next five years, are classified as “fixed,” “variable,” “capacity-to-serve,” or some combination of the three.

- Fixed costs are converted to a base minimum charge.
- Variable costs are converted to a unit charge.
- Capacity costs are converted to some combination of system development fees and surcharges to the base minimum charge.

A typical rate study considers the rates needed to fund one year, usually the coming fiscal year. Utilities need to plan farther into the future than that, hence, the more accurate term of rate “analysis” rather than a rate “study.”

Most utilities are better served by getting a rate analysis when rate restructuring may be in order or when rates will need to go up markedly. During the years in between rate analyses, it is simple and convenient to just raise all significant rates and fees by an across-the-board percentage, which should have been specified by the analyst. Such increases may be aimed at keeping up with inflation. Or they may be designed to achieve other goals. In whatever way these increases are to be done, they were planned for in the analysis and described in the foregoing report.

To guide utilities to do future increases well, I expand the cost-needs approach by projecting costs, revenues, rates, and other criteria ten years into the future. That gives each utility a “road map” of what they can expect in the future, so they can reset rates appropriately.

Because I intend for utilities to reset rates on their own for some years into the future (I describe to them how to do that), and I want those rates to be “fair enough” to serve them well, I calculate the initially restructured rates so that they take future across-the-board increases into account. This is how it works.

Based on my calculations, the initially adjusted rates will be closer to a “cost-to-serve” structure than the current rates. And as across-the-board increases are applied, rates will move even closer to a cost-to-serve structure until the year used for cost classification has arrived, which normally is four to five years in the future. After that, additional across-the-board increases will move the rate structure further away from cost-to-serve. Eventually, a new rate analysis should be done to make the structure fair again. For most moderate sized utilities, that is about five years into the future. For most smaller utilities, that may be eight or more years away.

To arrive at cost-to-serve rates in a future year, I must choose an appropriate year for cost classification.

- The best year may be the first year after a big capital improvement is planned to be finished because the debt service for that improvement probably will have already started.
- Or, if costs are expected to inflate uniformly, the best year may simply be five years in the future, the year in which most utilities should consider having a new rate analysis done anyway.

There are some basic steps to arrive at cost-to-serve rates. Calling these “steps” implies that I do one and then move on to the next. In practice, most steps are affected by, and affect, what happens in other steps. Therefore, they are all done in concert with the others.

That said, here are the basic steps:

1. **Cost Classification:** Operating costs are placed into different categories – fixed, variable, peak flow capacity, and sometimes others. I classify costs projected for a year in the future, usually within five years of the present. And I use a year that appears to be typical of what the utility can expect in the future.

Rate Analysis, in a Nutshell

At its simplest, rate analysis helps a utility arrive at rates and fees that are adequate – they will pay all the utility’s costs. The next level of complexity is to arrive at rates that, on an average cost basis, will enable the utility to recover fixed and variable costs “fairly.” Most small water and sewer utilities need analysis only to this level of complexity – doing more than that results in rates that are impractical for small systems.

Another level of complexity includes calculation of meter size-based minimum surcharges and system development (connection) fees. Another includes calculation of rates on a “marginal” cost basis, for special groups of customers. Yet another level is marginal cost basis calculation of rates for individual customers, such as a wholesale customer. These facets of analysis result in accurate but complex rate structures; appropriate for the larger utility with diverse customers.

Analysis can and should provide a sound basis for advising the utility to “go or don’t go” concerning various actions it might take. Some of these actions are purely financial. Some, like the decision to enter into, or not enter into, a wholesale supply agreement, for example, include “hassle factor” and other non-financial issues. And because such agreements are made for nearly forever, a mistake made in the beginning can hamstring a utility for years or decades to come. Regardless of system size, thorough analysis should always be done before entering into such agreements.

For all utility types, operating cost classification is done in Table 8 of the model(s) that will follow in this report. The core notion of cost-to-serve rates is this: The basic minimum charge assessed to all customers should recover the sum of all fixed costs; and the average unit charge should recover the sum of all variable costs.

System capacity costs can, and usually should be recovered on a cost basis, too. That is a bit complicated and will be covered shortly.

Back to recovery of operating costs, near the bottom of Table 8 in the foregoing report, you will see the “Average Fixed Cost/User/Month” and the “Average Variable Cost to Produce/1,000 gallons (or other units).” These are the basic minimum charge and the average unit charge based on the costs expected in that future year. The same model template is used for calculating rates for the various utility types. The main difference for those analyses is the measurement method for unit charges.

An aside, but an important one in my mind, is this. The M1 Manual describes how to calculate cost-to-serve rates down to the customer class level. If a rate analyst classifies costs to that level and the utility sets rates that achieve that result, it can correctly be said that the utility has cost-to-serve rates. Those rates will be fairly structured, but only at the customer class level.

I classify costs to the customer level. Thus, rates that I calculate are cost-to-serve to the customer level. My reasoning for doing this is, rate structure fairness if felt at the customer level, not at the customer class level. Customers pay utility bills. Classes do not.

2. Capacity costs: In the ideal, capacity costs should be assessed on a cost-to-be-able-to-serve basis, but these costs are a long-term proposition. No one knows at present what the cost of capacity is because those costs unfold over decades. Thus, the dollar cost of capacity can only be estimated, but that is not a problem. The key is, whatever one estimates capacity will cost, or whatever portion of capacity a utility desires to recover with capacity charges, that cost should be divvied out to new connections and current customers on a fair basis. The following goes to that goal.
 - The American Water Works City has done excellent research on the sustainable peak flow capacity of different water meter sizes and types, so I generally use the flow capacity of each meter size and type as the basis for divvying water and sewer peak flow capacity costs. That math is lengthy, so it is spread out over Tables 11 through 16 of the model(s) in the report. The notion of capacity applies to all utility services, so:
 - When I calculate water and sewer rates where meters are used, I use meter flow capacity as the capacity share criterion.
 - When I calculate electric rates, I use what is commonly called the “demand” exerted on the wholesale power supplier. If the client produces its own power, I use the demand measured by the client’s metering system.

- When I calculate sanitation (trash collection) rates, I use the cubic foot capacity of the various bin and dumpster sizes times the number of pickups per month of each as the capacity criterion. Thus, for trash collection services except for the rare ones that actually weigh trash as it is collected, the capacity of bins times the pickup frequency becomes a component of the “unit” charge for each customer.
 - Stormwater capacity is like trash collection in that impervious surface area is the usual capacity, and “unit” charge criterion. Square footage or the equivalent of impervious surface area appears in the rates as the unit charge analogue.
3. Future cost projections: I project costs ten years into the future. Generally, this is done by applying an expected inflationary factor to each cost. But it is also common that some costs, like the cost of debt service needed to build a new treatment plant in two years, will change future costs markedly. Such cost changes are estimated, then entered into the model in the year in which they are expected to occur. Some expenses, like postage, treatment chemicals and electricity for production, treatment, and distribution, rise with inflation plus growth in the customer base and use. Those are increased in future years by inflation and growth.
4. Reserves: Reserve goals are set through the tenth year. Those goals will only be met if (primarily) rates are set high enough and/or (secondarily) grants and subsidized loans are large enough to enable the utility to generate net revenues over the modeling period. The amount or percentages and types of reserves are dependent upon each utility’s needs, so that is discussed in the foregoing report.
5. Calculate rates: The full suite of rates needed to fully fund the utility and do it fairly is a dynamic set of calculations, too complex to completely explain here. And each situation requires variations on this theme. I will leave out some details, so this is the “Cliff’s Notes” version of rate calculation:
- Capacity cost recovery is calculated first. Likewise, penalties collected, and other non-user charge fee incomes are calculated. These revenues are

For the techie reader, the analysis model we use – a Microsoft Excel spreadsheet application we call, “CBGreatRates” – is usually 3.8 mega-bites in size. Each rate analysis includes one of these sheets.

For a 1,000-connection utility, for example, we use another spreadsheet, 12.1 mega-bites in size, to sort and calculate customer volume use. We use one of these sheets for each rate class. There are usually five or so for the simplest rates. Each of these sheets is linked to the client’s usage data file, usually a few mega-bites in size, for importing usage data. Thus, an analysis for a 1,000 connection utility totals 65 or so mega-bites in size.

For some of our larger client utilities with more rate classes and more customers, total size of all the linked spreadsheets runs over 250 mega-bites. We run computers with lots of RAM and memory but some of the calculations for a larger utility can take around 60 minutes to run. When usage data sheet runtimes get long, we usually switch to a database format application to speed up the heavy number crunching.

deducted from the total revenue needed to arrive at the revenues needed from user charge fees.

- Next, the across-the-board future rate increase rate (a percentage) is set. In the future, starting about one year after the initial rate adjustments have been done, rates will increase annually by this percentage. The revenue needed from the initial rate adjustments, here called the “net revenue need,” will come from the revenues generated by the initial rate adjustments. (In truth, future inflationary revenue increases, plus interest earnings on balances accrued are dependent upon the rates that are initially set, so most “pre-calculated” revenue streams are adjusted dynamically as initial rate revenues rise or fall.)
- The calculated bases for fixed costs and variable costs (Table 8) establish a ratio of the revenues that each rate component would generate in a cost-to-serve structure.
- To increase (or very rarely decrease) overall revenues to satisfy the net revenue need, each revenue stream is increased or decreased by the same percentage. Thus, the revenue streams remain in the same ratio to each other. That means they retain their cost-to-serve proportions.
- Once the overall revenue increase (or decrease) is established:
 - The base minimum charge is “back calculated” from the adjusted minimum charge revenue amount. (Every customer, regardless of their meter size, pays the base minimum charge.) The meter size-based surcharge, for water and sewer systems, is added to the base minimum charge to arrive at the full minimum charge for each meter size. (Similar math is done for other utility types.)
 - The average unit charge is calculated from the unit charge revenue amount. If inclining or declining rates are to be assessed, or if there is to be a usage allowance, unit charge revenues are calculated dynamically based on those variations.

- The resulting rates are the starting user charge rates – the initial adjusted rates – what you will (hopefully) adopt initially. In later years, you will increase these starter rates and fees across-the-board by the inflationary factor, generally to keep them tracking with rising costs.
 - After examining balances projected for future years, the future inflationary increase rate may be raised or lowered to enable the utility to accrue appropriate balances either sooner or later. That, of course, will result in initial rate adjustments that would need to be either lower or higher, respectively, to offset the change to the future adjustments rate.
 - Finally, it is common for managers and decision-makers of utilities to want to “tweak” rates into a different structure, timing of adjustment or in other ways. Having built the model to handle “on-the-fly” adjustments, I model their preferences to arrive at the rates needed to fund the utility as they desire.
6. Reporting out: The culmination of all this data gathering, calculations and more ends up in a rate analysis report like the report this appendix is attached to. The report covers everything that seems to be important and gives the client my recommendations and guidance on how to adjust rates now, and in the future.

If desired by the client, I present the report, my findings and recommendations, and answer questions, usually at a Board or Board meeting. Before COVID-19 that was always done in person or rarely by phone call into their Board or Board meeting. During COVID-19, that was almost always done by remote video. After COVID-19, these meetings are being done either way, as the client desires. Many of my client systems are small and their management had not yet adopted on-line meetings. COVID has changed that. Many of my “meetings” now are done on-line, even with very small utilities. Cutting out my travel saves them a lot.

System Development (Capacity) Fees and Surcharges

System development (capacity) fees (SDFs), and (minimum charge) surcharges (later often called, “SDFs” collectively to be brief), are common and useful rate structuring tools. They also require quite involved calculations to arrive at these fees and surcharges in a cost-based structure. I touched on the topic in the body of the report and I cover these fees and surcharges in more detail here.

There are two main things one must do to determine, mathematically, how to set SDFs:

1. Determine how much of the system’s capacity development costs to recover.
2. Determine when, and how much of those costs to recover from each customer. Determining “who pays how much and when,” is easier when the utility sells the commodity based on metering of some sort.

Calculating proportionality and level of fees is a process. This process is not a single pass through a list of calculations. I go through the calculations and then consider if the resulting fees are “doable.” If they come out too high, or if some fees come out markedly higher or lower than the “competition’s” fees, or they are markedly different than the utility’s current fees, and if any of these could be a problem, one should consider how the calculations may be tailored to arrive at more “doable” fees.

To keep it simple, let’s go through the steps and calculations one time and then circle back to making the fees doable.

Step 1: Meter Equivalent Ratio (Capacity Share)

Meter flow capacities have been determined by the American Water Works Association (AWWA). Based on AWWA meter peak flow capacity research, the flow capacity of a five-eighths inch meter (the smallest practical size and commonly used for residential connections) is assigned a flow capacity of 1.0. Larger meters can pass more peak flow, so each size and type is assigned a proportionately higher peak flow capacity factor or “share.” These results are shown in Table 11, page 31, in the “Meter Equivalent Ratio (Capacity Shares)” column. In simple terms, a five-eighths inch meter would be charged one share of peak flow capacity cost. A two-inch meter would be charged eight shares of peak flow capacity cost because it has eight times more peak flow capacity than a five-eighths inch meter.

Capacity “shares” are the basis for the proportionality of capacity fees calculated later.

Step 2: SDF Cost Basis

No one can know how much it will cost to build capacity-to-serve in the future, how many customers will be available to pay those costs in the future, or how long built capacity will be serviceable before it must be rebuilt or improved. But that is not an insurmountable problem because few utilities will recover all system development costs with SDFs and surcharges anyway. Thus, the cost of system development is mainly the starting place for calculating proportionality of the resulting SDFs and surcharges.

To set SDFs, one should start with calculation of the amount of cost to recover through SDFs. Oftentimes, SDFs only cover peak flow costs. The flatter the distribution of meter sizes is, the more reasonable that approach is. (If all customers are served by one meter size, there is no immediate need for varying SDFs, or surcharges based on meter size.) As larger meters come into play, varying fees and surcharges begin to make structure fairness and practical sense.

Costs to be recovered may be forward looking – future capital improvement needs, debt service and such (Table 5 in the modeling). Much of that will come from a capital improvements plan and debt repayment schedules for existing debt, or calculated payments for yet-to-be-incurred debt. At best, most of these are estimates.

Alternatively, the cost basis may be backwards looking – dollars invested in “plant” or “hard assets” in the past. Those values are typically tracked in the balance sheet as original plant investments. For most utilities, these values are known and tracked. That is the cost basis I

normally use for a few reasons. Quite important is, that basis is not subject to the debate of, “Do we really need that capital improvement, or need it now, and what should it cost?” Investments that appear on the balance sheet have already been made and in the future, at least that dollar amount will probably need to be made again. Future capacity costs can easily be argued about. Balance sheet plant investments cannot.

Part of the cost basis should be recovered “up front” with SDFs. But there is also the surcharge to the basic minimum charge to consider. Some system development costs should be recovered with surcharges because system capacity development is an on-going process. Capacity must be rebuilt for existing customers.

This brings up an important fact to stress. That is, capacity costs are not incurred just once, and then they are paid for with fees paid by new connections (customers) just once. They occur over time. They are paid for by different new connections (customers) over a long span of time. Likewise, some capacity costs will be paid for by existing customers by way of user charge rates over a long span of time. The time factor is a part of SDF calculations and surcharge calculations.

Said another way, a new connection (customer) makes a one-time payment toward system development costs and then they are done. But other new connections are made over time, with each one making their one-time payment. But one-time payments occur over time. Alternatively, surcharges are a long series of payments made periodically by existing customers, essentially the same customers.

This discussion has gone esoteric, so let’s move on.

In Table 12, I classified costs as peak flow-related with the balance, if any, being base flow-related. Only the peak flow-related costs will be used further down the table for calculating SDFs (the middle section of the table). Surcharges, if any, appear in the last section of the table. Frequently, I only calculate the peak Flow-related cost “share.” But sometimes, if my client contact tells me the “powers that be or the developers” will not accept a marked change in SDFs, I also use the base flow calculation subsection to calculate a base flow component to the SDF. By varying the peak flow, base flow, and surcharge “shares” I can tailor the resulting fees and surcharges to better fill the needs of each utility. I can make these fees and surcharges “doable.”

Step 3: Capacity Share Dollar Value

The dollar value of one Capacity Share is calculated in Table 12, page 32. In this case, capacity comes in three flavors, peak and base SDFs, and a surcharge to the basic minimum charge.

Subsection 2 of that table calculates the dollar value of peak and base capacity costs per Capacity Share. To do that, one must determine what part of that annual cost to recover each year. You can target recovering little of it, all of it or even more than all of it. I usually can only recover a small percentage of the annual cost basis and keep the resulting SDFs competitive with neighboring systems. (Nearly every system in the U.S. is recovering too little of its system

capacity costs. To a degree that is reasonable, because a high percentage of system capacity costs are initially paid for with loans, and loan payments get added to user charge fees, so some capacity costs are being passed on to customers. But many systems simply have rates and fees that are too low to fully pay their system capacity costs.) In competing for development, which is a reasonable goal, systems often must keep their system capacity fees lower than full cost. When that happens, some costs are shifted to the user charge rates of existing customers, or to future customers.

Surcharges to the minimum charge, the last subsection of Table 12, are also based on meter size, and are calculated in nearly the same way except that recovery is paid periodically (usually monthly).

Step 4: SDF for Each Meter Size

Once the per share cost has been established, the SDF for each meter size and type can be calculated. For SDFs, that step is done in Table 13, page 33. It is quite easy: multiply the “Peak Capacity Cost per Capacity Share” by the number of shares for each meter size being connected, then add the “Base Capacity Cost per New Connection...” amount to those values.

For surcharges to the minimum charge, that step is done in Table 15, page with similar calculations.

Step 5: SDF and Surcharge Total Expected Revenues

Finally, using all prior data and calculations, and the assumed number of connections of each meter size and type, the revenues those SDFs will generate can be calculated. Those results show in Table 14, page 34 for SDFs and Table 16, page for surcharges.

To summarize data and calculation flows through the tables:

- Table 5, page 29, can serve as the basis for peak and base system development costs to recover. Otherwise, the original plant value from the utility’s balance sheet, undepreciated, is a good basis for calculating these fees.
- Table 11, page 31, develops the share of costs that each meter size is responsible for,
- Table 12, page 32, calculates the dollar values of a peak capacity share, a base capacity share, and a surchargeable share,
- Table 13, page 33, calculates the SDF for each meter size and type, and
- Table 14, page 34, calculates the SDF revenue to be generated in a full year by connecting an assumed number of new meters of assumed sizes.
- Table 15, page 33, calculates the minimum charge, including surcharges for each meter size and type, and
- Table 16, page , shows the surcharge revenues to be generated in a full year, listed by meter size.

Finally, it is often prudent to compare the calculated SDFs and surcharged minimum charges with the “competition.” It can be useful to compare the calculated fees and rates to the current fees and rates, too. After all, the new fees and surcharges must be doable. If the calculated fees and rates are markedly higher, it may be useful to circle back to the capacity cost to be recovered or the split between peak capacity and base capacity. To make the new fees and surcharges palatable, these may need to be adjusted and the fees and surcharge calculations run again.

There is much more to calculating these fees and surcharges, but you have probably learned more than you cared or needed to learn, so we move on.

Regional Cities’ and Districts’ Fees – the “Competition”

I do not recommend comparing user charge rates in your city, town, or district to others. Your cost structure, indeed, the whole system, is unique.

However, you may want your SDFs to be competitive with neighboring cities and districts, so you can get your fair “share” of new development. In most utilities, SDF revenue is minimal. User charge rates are where they make the real money to pay the bills. Once you connect a new customer, their property will be a user charge paying customer forever, for all practical purposes. Set SDFs too high and they will not come. You will lose the chance to get that “forever” user charge paying customer. Yes, things change over the forever time span, but you will have them for a very long time.

Therefore, be at least somewhat competitive with neighboring communities’ SDFs. But if your city, district or area has other great reasons for a person or business to “move to town,” you can charge more in SDFs and surcharges.

I love calculating SDFs and surcharges. You are probably worn out with this discussion, so I will move on.

The Nature of Rate Structure Parts and Types

Cost-to-serve rates are considered by many, including me, to be the most mathematically fair and defensible rate structure. While I previously described how I do such calculations, I will now tell you what I consider to be “fixed” costs, “variable” costs and “capacity-to-serve” costs:

- ***Fixed operating costs are those that are related to the fact that you have customers.*** For every customer, the utility incurs one increment of this type of cost. Billing is the simplest, purest example of a fixed cost. Whether a customer uses a lot of the commodity or none, it (almost always) takes the same work, equipment, software and more to calculate their bill, “send it out” and collect the money.
 - Another part of the minimum charge will likely be a surcharge intended to recover all or part of peak flow or unusual capacity costs. These are almost always based upon water meter size because the larger a meter is, the greater is its capacity to sustainably pass peak flows. This peak flow capacity relates

well to the cost of building infrastructure “big enough” to handle peak flows. Thus, *capacity costs are related to the fact that a particular customer has a certain capacity to demand flow or service, regardless of how much flow or service they actually use.* These surcharges are added to the base minimum charge to arrive at the full minimum charge for each meter size.

- Larger systems invariably have more large meter customers and that makes surcharging the larger meters worthwhile and fair.
- However, small systems with few “unusual” customers and few meters larger than one inch often find it expedient to consider even peak flow capacity cost to be a fixed cost, equally sharable by all customers. At some point, there is more to be gained from administration simplicity than exact rate structure fairness.
- *Unit charges are related to the volume of service received.* While unit charges can be structured in various ways, the revenues they generate should be adequate to pay those costs that are related to the flow that customers use.

There are three unit charge structures that I commonly recommend, depending on the situation:

- Some systems need “conservation rates,” or, their administrations simply like the notion of encouraging customers to use less of the utility’s services. In this rate structure, the unit charge goes up as volume used goes up. Most of us respond to, or at least we think twice about it, when we are assessed a higher price to buy more of something. Conservation rates are most appropriate in areas with limited water supplies or in a utility that is bumping up against its capacity to produce water.
- Most systems use, and should use, level unit charges – a unit charge that is the same regardless of how much volume a customer uses. With level unit charges, customers are assessed unit charges on an average unit cost basis. Such rates are the easiest to calculate, they are the easiest for a clerk to explain to a complaining customer on the phone and the revenues such rates will produce next year are the easiest to accurately predict. Most water utilities, and almost all sewer utilities assess level unit charges.

If you are going to err either on the side of complex rates that precisely assess costs to each customer or simpler rates that round off some of the accuracy corners but are easier to administer, choose simple rates.

- The last major unit charge structure is called, “declining” rates. These are the reverse of conservation rates. I often call them, “use encouragement” rates. It is popular these days for many to belittle those who do not conserve resources at every opportunity. Declining rates are often scorned for that reason. However, if a system has an ample water supply and ample infrastructure to produce and distribute it, doing so will not cause unintended bad (mostly environmental) consequences; and if the governing body wants to encourage high use (which often entails such users hiring more or better paid workers), declining rates can make good sense. Declining rates are most appropriate in areas that have many high-volume industrial users or folks in that area want to attract such users. Declining rates seem to be most common in the industrial east, but they seem to be less popular everywhere these days. However, keep this in mind. One can accurately calculate the average unit charge and “prove up” that rate case. One cannot do the same with inclining or declining rates.
- Another unit charge structure is the “usage allowance.” For example, a usage allowance of 3,000 gallons per month means you get the first 3,000 gallons at no additional cost beyond the minimum charge. Thus, the unit charge between zero and 3,000 gallons is zero dollars per 1,000 gallons. At 3,001 gallons, you start to add unit charges to your monthly bill.

As described earlier, the minimum charge should cover fixed costs, not variable costs. The costs to source, pump, treat, store and distribute water are not all fixed costs, so not all of those costs belong in a minimum charge. And the first gallons of water are the most expensive to produce. In a cost-to-serve rate structure, those gallons should get paid for by the customers that use them.

Rate Modeling and Rate Setting Advice

Rate setting is first about recovering costs. Job one of utility rates is to pay the utility’s bills. But usually, proper rate setting is also about building adequate reserves; funding a capital improvements program (CIP); catching up on needed equipment repair and replacement (R&R); and covering similar needs. Thus, these soon-to-be-experienced costs or likely-to-be-experienced costs need to be factored into rates and fees, as well. Because time marches on and costs usually inflate over time, rate setting should account for the need for future incremental increases to cover inflation. And you cannot just assume that because the utility needs more revenue that your ratepayers will be glad to pay higher rates. Rate affordability, and the public’s perception of affordability, must be addressed, too.

Even the simplest rates situation requires some complex and integrated calculations to account for these factors. For that reason, I build a spreadsheet for each analysis that depicts, in virtual reality, the utility’s real-life financial and rates situation.

These models are dynamic. When the initial rate increase is set higher, future inflationary increases can be lower. When minimum charges are set lower, unit or other charges need to be set higher to make up the shortfall. When future expenses need to be higher, or lower, or of a

different nature, the Model adjusts rates and fees accordingly. Such modeling enables me to do dynamic “what-if” scenario calculations. That enables me to arrive quickly at the “best fit” rates for each utility. Usually, the client goes with what I recommended. Sometimes they don’t, although once I show them the results of doing what they think would be better, they often circle back to my original recommendations. That’s OK. I have learned a lot while taking these detours.

My model is dynamic. It is easy to calculate the effects of changes to rates and other things over the years. If a change does not affect the cost structure drastically, I can do the same for almost any cost or rate change. If one, two or three years from now, you discover your costs or incomes will be different from what you and I had assumed, you can call me up, tell me what is different, I will enter the changes into the model(s) and re-run the rates. If the change is small and quick to model, I do that for no charge. If it is more complex and will take some time and usually a written report, I do those projects on an hourly basis. Fees for those usually come in under \$1,000. Some clients find that to be a very accurate and cost-effective way to maintain good rates, even when conditions change dramatically.

I have been building my template model since 2005. It is the starting place for all my analyses. The template is so robust that I can set a few “switches” here and there, build in a few things that are unique to a new client’s situation and soon, I am modeling rates tailored to their needs.

Two final thoughts on the rate modeling and adjustment topic:

- Almost always, rate adjustments include bill increases. Thus, time is money, often big money, to the utility. A rate increase delayed is a rate increase that must be even higher to reach the same reserve target in the same amount of time. Get to know this report well but do not spend months mulling it over. Time will not make your rate setting task easier. Proceed deliberately but quickly and make the needed changes. If you cannot make all the needed changes at the same time, make those that you can as soon as you can. Then, circle back to the rest as soon as you can.
- You will get complaints about customers’ bills going up. I do not want to be dismissive, but in my experience, most of the time, when the math is laid out for all to see, most people are understanding. Cost-to-serve rate analysis does not arrive at unfair rates. It arrives at fair rates. Who doesn’t want fair rates? Well, those who are

Temptation Happens

I could build a static model that arrived at what I thought was the best rates outcome for a client. If the client asked for something different, I would be tempted to tell the client that, “In my experience, blah blah, blah, that would not be a good thing to do.” Based on my experience, I probably would be right, but that tack would be self-serving – it would save me work.

- Half the reason I build dynamic models is to be able to show the client the outcome of what they asked for and that usually proves up the case for what I originally recommended.
- The other half reason is, when I model what the client asked for, I sometimes find that indeed, it is doable and may even be superior to the solution I assumed was best.

Assumptions based upon deep experience are useful. But facts and good math are a great training experience for a rate analyst.

paying cheaper than fair rates. If they can convince those who are subsidizing them to keep subsidizing them, even though the analysis shows that is not fair, more power to them. But generally, cost-to-serve rates win the day.

- These statements do not mean “do-it-yourself” rate adjustments are always unfair or insufficient, or that rate adjustments calculated by a “rate analyst” are always fair and sufficient. I always try to calculate and advocate for rates that are fairly structured. But over time, costs and other conditions change, so even cost-to-serve rates I have calculated will become unfair after some years.
 - A good blend of fair rates and a low cost to achieve them is this. You get a rate analysis done occasionally and adjust accordingly. For a few years after that, do-it-yourself across-the-board increases will keep revenues tracking with inflation. Eventually, you analyze again.

Please keep the above summary of cost-based rate calculations in mind as I close with some principles.

Principles

I use several guiding principles when I help systems set their utility rates, fees, and policies. I considered these principles as I prepared the foregoing rate analysis report and the model(s) that follow:

1. Water, sewer, and all other utilities are businesses, regardless of who owns them. The first order of business is, stay in business. Your customers want you to do that. They do not want their investments in homes and businesses to be left high and dry without utility services to support them.
2. The second order of business is, perform in a business-like manner. First, be effective. If you do nothing else, be effective. Next, be as efficient as is reasonably possible. Efficiency tends to foster lower rates, which ratepayers like. Effectiveness and efficiency fight against each other. In most utility services and situations, effectiveness trumps efficiency. It does not benefit water customers if you pump lots of water cheaply if that water will make them sick, or if too much of it leaks out of holes in the pipe. Customers also gain more benefit from water rates that are a bit higher than they would like, but those extra funds are used to keep the utility sustainable.
3. If a service costs the utility money, the utility should recover that cost from the most logical “person” if that makes good business and community administration sense. For example, generally “growth should pay for growth.” Developers should fairly pay for their consumption of utility capacity obligated to what they build by paying commensurate system development fees. Likewise, service users should pay for what they use. Each class of users should pay their fair share of service costs. Ideally, each individual user should do that, too.

4. It sometimes contradicts point number 3 above, but if adjusting a rate, fee or policy will turn currently “good” customers into “bad” customers, or discourage development that the community desires, you should consider the necessity of making the change carefully before doing it. For example, while it may be warranted, raising the minimum charge markedly to your residential customers may make it very difficult for fixed, low-income customers to pay their utility bill. That may cause more of them to pay late or not pay at all. That may trigger the utility’s attorney to write collection letters to those customers and eventually require shutoff of service. Thus, in the attempt to generate more net revenue by raising rates, net revenues may go down due to non-payment and payment collection costs. Likewise, stifling development with uncompetitive system development fees costs a utility in the form of additional paying customers because they chose to “build down the road.” That forces existing customers to pay all the costs of the utility rather than sharing them with new customers.
5. While cost-based rates are the most demonstrably fair rate structure, purely cost-to-serve rates can be impractical for some utilities. Consider this:
- a. A large city has thousands of customers served by a wide range of meter sizes and those customers have a wide range of service use. That city needs rates that are cost-based and, necessarily, those rates will be complicated. Such rate complexity is worthwhile because the utility’s situation is complicated.
 - b. In contrast, a small town serves few customer. Those customers usually have only a few meter sizes and few of them use high volumes of service. That town would not be well-served by complicated rates. Simpler rates are better for them.

As you consider rate adjustments, always keep this customer in mind:

The “little old lady, widowed, retired, living alone on Social Security.” Treat her badly, or just be seen as treating her badly, and you lose the goodwill contest. Lose goodwill and you may never get it back.

However, both should still get a cost-to-serve rate analysis at least occasionally, so even if they adopt rates in a different structure, they will know what you are giving up.

That is probably more than you care to know about rates and rate analysis but if I did not answer all your questions, just give me a call, or drop me an e-mail.

Willard, MO, Water Rates Model 2024-3

This model calculated cost-to-serve rates, with level minimum and unit charges for in-City customers, and out-of-City rates in the same structure, but higher due to higher costs to serve outside of the City.

September 19, 2024

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Note: This document is a print out of the spreadsheet model used to calculate new user charge and other rates and fees for the next 10 years. These calculations are complex and are based upon many conditions and assumptions. These issues, and others, are described in a narrative report that accompanies this model.

Definitions

Affordability Index	The monthly charge for (typically) 5,000 gallons of residential service divided by the median monthly household income for the area served by the system. An index of 1.0, meaning a household pays one percent of its income to pay its bill for 5,000 gallons of service, is generally considered affordable. Affordability index is often a factor in determining grant and loan eligibility and grant amount.
Analysis Year	The year following the "test year." Generally, rate analysis is done during the year following the "test year" and initial rate adjustments are done later still during the analysis year or sometime during the following year once the analysis shows how rates should be adjusted. See related "test year."
Capacity Cost (also see System Development Charge)	The cost incurred to design and build the infrastructure needed to provide a utility service. As the infrastructure ages and wears out from use, it must be refurbished and replaced, which is a continual capacity cost. Capacity costs are recovered in various ways - connection fees, system development fees, regular user charges and others. The cost of that capacity and the nature of the costs - base flow capacity versus peak flow capacity - should determine the way these costs are recovered.
Capital Improvement Plan or Program (CIP)	A schedule of anticipated capital improvements. These are the more expensive items such as treatment plants, lines and other expensive infrastructure that generally requires bond or grant funding.
Capital Improvement Reserves	Cash reserves dedicated to funding the CIP
Comprehensive Rate Analysis	A thorough examination of a system's operating, capital improvement, equipment replacement and other costs, revenues, current rates, number of users and their use of the system, growth rates and all other key issues surrounding the system. This examination will determine how rates and fees should be set in the future to cash-flow the system properly, to build appropriate reserves and to be fair to ratepayers. It also will determine how policies should be adjusted to enable the system to operate well now, operate well in the medium-range future (about 10 years) and prepare for expected and expectable events such as capital improvements and equipment replacement.
Connection Charge	See system development fee
Conservation (Inclining) Rates	Unit charges that go up as the volume used goes up
Cost-to-produce	There are several ways to define and calculate cost-to-produce. Each is acceptable for different purposes. Generally, cost-to-produce is the total of all variable costs required to get service to a utility's customers during one year divided by the total units of service delivered during that year. This calculation will yield the <u>average</u> cost-to-produce. In a proportional to use rate structure, this is the unit charge. See "Cost Calculations" at the bottom of Table 19.
Cost-to-serve, or Cost-of-service Rates	Rates where, at the customer class level, fixed and variable costs caused by each customer class are paid by that class primarily with minimum and unit charges, respectively. However, this analysis model takes it one step further and calculates cost-to-serve rates at the individual customer level.
Cost Types; Fixed and Variable	The two main types of costs are fixed - those that are related to the fact that someone is a customer; and variable - those that are related to the volume of the commodity delivered to customers. Generally, fixed costs should be recovered with minimum charges and variable costs with unit charges.
Coverage Ratio (CR)	Incomes available to pay debt divided by the amount of the debt for that year. A CR of 1.0 is "break-even." Most systems should have a CR greater than 1.25.
Current Position	For purposes of this report, for one year, the sum of all incomes and undedicated reserves minus all current financial obligations for that year. Future obligations (next year's loan payments) and depreciation are not included. Current position, often called "cash and cash equivalents," is a good measure of liquidity.
Declining Rates	Rates where unit charges go down as the volume used goes up
Fire Sprinkler Systems and Related Costs	Generally, fire suppression in businesses is provided by a built-in system of fire sprinklers. "Service" to such systems is primarily in the form of peak flow capacity availability to fight a fire. Capacity costs money, so larger, more sophisticated water systems should assess at least part of such costs to fire suppression systems. Small water systems usually do not charge separately for these costs, and that is reasonable.
Fixed Cost	Accounting considers a cost that does not change to be a fixed cost. That definition does not work fairly for rate setting purposes. For rate setting, a fixed cost is one that is related to the fact that you have customers. The simplest example is billing, because the utility incurs billing costs not in relation to the volume of service a customer consumes. Rather, those costs are equal for all customers, or they are so close to being equal for all customers that one likely could not justify such a cost being different for one customer compared to other customers.

Definitions

Flat Rates	Rates where all users pay exactly the same fee regardless of the volume of service they use
Equivalent Dwelling Unit (EDU) or Equivalent Residential Unit (ERU)	This definition is for water and sewer service. Based upon number of water using fixtures, average flow, potential flow or similar criteria; the consumption rate of the average single family home is rated at one ERU. All other types of customers are then compared on this basis and multiples or parts of an ERU are assigned to each for billing purposes.
Equivalent Residential Unit (ERU) for Stormwater	This definition is for stormwater. As compared to water and sewer, that are concerned with water flow, one ERU of stormwater service is the average square footage of impervious surface of a single family home. Then, larger and non-residential properties are rated by their multiples or parts of an ERU of impervious surface area for the purpose of billing for stormwater impact costs. When there is a large variation in single family home size and impervious surface area, some cities and similar places use the smaller size range of homes as their ERU standard and assess larger homes at multiples of that ERU basis, as well.
Incremental Rate Increases (Inflationary Increases)	Rate increases done, generally annually, following the initial rate adjustment. The usual goal of such increases is to keep the system's incomes on track with inflation. Such increases are usually small, in the two to five percent per year range.
Initial Rate Adjustments	Rate adjustments done in response to the comprehensive rate analysis. Generally, the goal of such adjustments is to establish rates that cover the system's short-term expected costs and do it with a structure that is fair to ratepayers. Initial adjustments should be followed in subsequent years with incremental rate increases.
Inflow & Infiltration (I&I)	In a sewer system, water that gets into the collection system by way of illicit connections (inflow) such as gutter downspouts, plus leaks in manholes and sewer lines (infiltration)
Infrastructure	Most commonly thought of as the hard assets, such as buildings, treatment plants and lines needed to provide service to customers connected to the system. In reality, staff, software and other "soft" assets should be thought of as infrastructure, as well because the hard assets cannot run well or run for long without staff.
Life-cycle Cost	The total cost to design, build, operate, maintain and eventually dispose of, or decommission, an asset. One asset may cost less to build but it may be more expensive to operate and maintain, yielding a higher total life-cycle cost. Life-cycle cost is an important consideration of asset management.
Marginal Costs	The parts of a utility's costs that are unavoidable in the course of serving a particular customer, a group of customers, more volume to all customers or some other marginal use of the system. Such customer(s) or extra use could be added at a discounted but still profitable fee, if desired. Generally marginal costs are less than the average costs but when extra use requires a system upsizing, they can be greater. These costs are especially useful when considering selling service at wholesale or charging "snow birds" while they are away, for example.
Minimum Charge	This rate, charge or fee goes by other names. "Base charge" and "availability charge" are common. This is the periodic fee paid for having water, sewer or other commodity service made available to the customer to use. Most common is a monthly or quarterly minimum charge. Generally, this charge should recover fixed costs.
Mixed Costs	Fixed and variable costs are defined elsewhere. Costs that are mixed are those that are a blend of fixed and variable. For example, a utility hires staff and provides them benefits partly just to have staff on hand to deal with line breaks, equipment breakdowns and other problems. But most staff time and related costs are incurred because the utility is doing what it was designed to do - provide water or other commodity services to customers. Two gross examples illustrate the extremes of staff costs. In one small water system with one operator, the operator sits around in the shop all day, every day with nothing to do. The cost of that operator is fixed and should be shared by all customers equally in a minimum charge. Another water system has one operator, but that operator works all day, every day operating and maintaining the system. That operator is enabling the system to do what it was designed to do - provide a commodity - so that operator's time and related costs should be considered variable and recoverable through unit charges. In reality, staffing and many other costs are a blend of fixed and variable costs, so they should be consider partly a fixed cost and partly a variable cost.
Operating Costs	Definitions and calculations vary. For rate setting purposes operating costs are costs incurred because a system is operated. Such costs are usually recovered primarily through unit charges.
Operating Reserves or Working Capital	Analogous to current position, this is the net revenues generated during "profitable" years and retained to fund operating costs during times when costs exceed incomes.
Operating Revenues	Revenues collected in the form of user fees and similar operating cost-related fees
Operating Ratio (OR)	Current incomes divided by current expenses, not including debt. An OR of 1.0 is "break even." Most systems should have an OR of 1.25 or higher.
Payback Period	In this case, time required for the investment made to get this analysis done to return that investment through increased user and other fees.

Definitions

Peak Flow Capacity or Demand	The volume of service that a user could demand for a short period of time at full volume use. In water systems, and generally in sewer systems, too, the peak flow capacity limiting factor is usually the size of the customer's meter or service line. In electric systems, demand for each commercial and industrial customer (and sometimes others) is usually calculated annually based upon the peak energy usage during a defined short period.
Proportional to Use Rates	Rates where the minimum charge recovers all fixed costs, the unit charge recovers all variable costs, the unit charge is the same for all volume sold, and there is no usage allowance in the minimum charge. This rate structure is similar to and often the same as cost-to-serve rates.
Replacement Schedule	A timetable that describes equipment replacement and important repairs that are too infrequent and/or too expensive to cover as annual operating costs but not so expensive that they need to be covered as capital improvements.
Replacement Reserves	Cash reserves used to fund the Replacement Schedule
Return on Investment	In this case, the dollar amount or percentage of revenue gain enabled by this rate analysis. Related to payback period.
Snow Bird	A customer, usually residential, that goes away during part of the year. Most commonly, these are people of "means" who live in the north who "fly south" for the winter. But, this category includes everyone who is absent for a significant part of the year but returns to their permanent residence.
Stormwater	Precipitation that falls on and then leaves a site, flows elsewhere, potentially causing or adding to flooding and often carries with it sediment and pollutants.
Stormwater Management	The practice of reducing and mitigating off-site stormwater flows and impacts.
System Development Charge, or Fee	Fee assessed to pay for at least part of the cost to build system capacity. For purposes of this model, all charges related to connecting new customers will be "rolled together" into a system development charge, usually including a charge that buys a new customer system capacity. This combined charge may be a few hundred dollars for a residential customer, if little or no capacity costs are included. If capacity costs are included, it could be many thousands of dollars for a large industrial customer. Similar terms in common use include "tap-on fee," "connection fee or charge," "hook-up fee," "impact fee," "availability charge," and "capacity charge."
Test Year	The one year period from which data was gathered to be the basis of the rate analysis, the starting place, which is usually the last completed fiscal year. See related "analysis year."
Unit Charge	This rate, charge or fee goes by other names, too. It is the rate paid for water, sewer or other commodity per unit of measurement, like per 1,000 gallons or per 100 cubic feet. Generally, this charge should recover variable costs.
Usage Allowance	The volume, if any, that is "given away" with the minimum charge. Most systems give away no volume. Those that give away an unlimited volume have what are called "flat rates" - a minimum charge only.
User Fee, User Charge, User Rates	Fees assessed to customers for use of the system. This does not include system development charges, late payment penalties or other types of charges.
Variable Cost	Accounting and rate setting agree on this definition. For rate setting, a variable cost is one that rises and falls as the customer uses the commodity. The simplest example is electricity used to treat and move water around. While the power company assesses a minimum charge and demand charges to the water or other utility that is "signed up" for electric service, the majority of the electric bill rises and falls with the volume of water produced by that utility. Therefore, variable costs should be recovered with unit charges.
Water Loss and Unbilled-for Water	Measured by volume or percent, the part of a water system's net water production that does not reach customers or is not billed to customers. This loss also includes billable volume lost due to under-registering customer meters. "Unbilled-for water" includes water loss, but it also includes water actually given away at no charge.
Working Capital, Net Income	The amount left in the operating fund after paying all costs due during that month, year or other time period.
Working Capital Goal or Operating Reserves Goal	The desired operating fund reserve, in dollars or percent, at a stated point in time. Small systems (1,000 connections) generally should target 35 percent or greater. Larger systems can target a lower percentage. The goal for each system should be based upon the needs of that system and the risk the customers are willing to take.

Table and Chart Descriptions

The tables and charts of this model tell a story about the rates and finances of the utility.

The tables you first see in this model depict utility data, like the rates that were being assessed to customers during the test year, the volume of service those customers used, how much income the utility collected, what its costs were, and more. This data came from utility records. In addition, the tables in this model go beyond the utility's historical data and include projections of incomes that will be generated by the new rates, future expenses as they grow with inflation and other forward-looking features.

Tables in the middle part of the model primarily calculate new rates and fees that will generate enough revenue to pay the utility's costs over time.

The tables in the last part of the model show the results of new rates and fees. Those include the rates themselves, surcharges to rates, if appropriate, the affordability of the new rates, and reserves generated by the new rates. Many of these results as shown graphically in charts at the end of the model.

As you progress through the model, keep this story in mind. You probably understand much the math performed by the model. There is some you likely do not recognize, and that is OK. Just know that new, adequate rates were calculated based upon the utility's historical data, projected into the future.

A final note: When a numbered table or chart listed below is not in the package, that was not a mistake. It simply means that table or chart from our master program was not needed in this situation, so it was bypassed and left out.

Now, here are descriptions of the tables and charts.

Name	What Each is or Does
Definitions (List)	The meaning of terms used in this report and in rate setting generally
Return on Investment (Calculation)	A summary of financial outcomes enabled by the proposed rates
Table 1 - Rates	User rates in effect at the end of the test year. Unless rates were recently changed, these are the current rates.
Table 2 - Test Year Usage	Compilation of actual volume of service used by customers during the test year
Table 3 - Basic User Data and Operating Incomes	Basic user statistics and operating revenues, projected for 10 years, based on the assumption the modeled rates and future inflationary increases will be adopted
Table 4 - Operating Costs and Net Income	Operating costs projected for 10 years
Table 5 - Capital Improvements Program (CIP)	Capital improvements and how they will be paid over next 10 years, including debt service
Table 6 - Equipment Replacement Schedule - Detailed	If applicable, detailed schedule of equipment replacements for next 20 years
Table 7 - Equipment Replacement Annuity Calculation	If applicable, calculation of the annual annuity (yearly savings amount) needed to pay for all equipment replacements as they come due and ending with the desired balance
Table 8 - Average Cost Classification	Sumation of a target year's costs and calculation of the "cost-of-service" rate structure basis for recovery of fixed costs and variable costs. Unless directed to do otherwise, this analysis developed cost-to-serve rates based on cost classification in this table.
Table 9 - Marginal Cost Classification	If applicable, calculation of costs incurred to serve a specified type of customer
Table 10 - Initial Rate Adjustments and Resulting Revenues	These are the modeled user rates and the resulting "blended" revenues they, and the current rates, will generate during the rate adjustment year
Table 11 - AWWA Safe Operating Flow by Meter Size	If applicable, this table calculates the meter equivalent ratio, which is used for calculating peak flow capacity-based system development fees, surcharges and revenues in Tables 13 through 16 for water meters, and when applicable, capacity costs for fire sprinklers.
Table 11B - Fire Sprinkler Peak Flow Capacity Factor	If applicable, this table shows peak flow capacity shares of various size fire sprinkler systems.

Table 12 - Flow Capacity Costs	If applicable, calculation of the various costs to build base and peak flow capacity to serve customers, when such fees will be based on water meter size
Table 12B - Capacity Costs Attributable to Fire Sprinkler Systems	If applicable, nearly the same as Table 12, except it applies to fire suppression systems.
Table 13 - System Development Fees	If applicable, calculation of meter size-based system development fees needed to recover costs calculated in Table 11, when such fees will be based on water meter size.
Table 13B - System Development Fees for Fire Sprinkler Systems	If applicable, nearly the same as Table 13, except it applies to fire suppression systems
Table 14 - Revenues From System Development Fees	If applicable, calculation of total fee revenues that would be generated during one full year at the fees in Table 13.
Table 14B - Revenues From System Development Fees for Fire Sprinkler Systems	If applicable, nearly the same as Table 14, except it applies to fire suppression systems
Table 15 - Minimum Charge Fees, Including Capacity Surcharges	If applicable, calculation of meter size-based capacity surcharges and minimum charges to recover costs calculated in Table 11, when such fees will be based on water meter size
Table 15B - Sprinkler System Capacity Charges	Nearly the same as Table 15, except it applies to fire suppression systems.
Table 16 - Revenues From Minimum Charge Surcharges	If applicable, calculation of total fee revenues that would be generated during one full year at the fees in Table 15.
Table 16B - Revenues From Sprinkler System Charges	Nearly the same as Table 16, except it applies to fire suppression systems
Table 17 - Financial Capacity Indicators and Reserves	Shows the financial effects of the modeled rates, costs, etc. on the utility and on the benchmark 5,000 gallon per month residential water or sewer customer, as appropriate
Table 18 - Bills Before and After Rate Adjustments	Bills at the modeled rates are compared to those under the current rates. Note: the modeled bills do not include capacity surcharges to the minimum charges unless they are included in the minimum charges column of Table 10.
Table 19 - User Statistics	If included, this table shows volumes and percentages of use, revenue generated and other statistics
<i>Chart 1 - Operating Ratio</i>	<i>Graph of operating ratio for 10 years as a result of the modeled rates and the current rates</i>
<i>Chart 2 - Coverage Ratio</i>	<i>Graph of coverage ratios for 10 years of the modeled rates and the current rates</i>
<i>Chart 3 - 5,000 Gallon Residential User's Bill</i>	<i>Graph of the bill for the benchmark 5,000 gallon per month residential user, with smallest available meter size (used in grant and loan eligibility determinations) as a result of the modeled rates, and the current rates</i>
<i>Chart 4 - Affordability Index</i>	<i>Graph of the affordability index for 10 years of the benchmark residential user's bill (used in grant and loan eligibility determinations)</i>
<i>Chart 5 - Working Capital vs Goal</i>	<i>Graph for 10 years of total (unobligated) cash assets at modeled rates compared to the goal for total cash assets</i>
<i>Chart 6 - Value of Cash Assets Before Inflation</i>	<i>Graph for 10 years of unobligated cash assets NOT adjusted for inflation at modeled rates and current rates</i>
<i>Chart 7 - Value of Cash Assets After Inflation</i>	<i>Graph for 10 years of unobligated cash assets adjusted for inflation at modeled rates and current rates. This is the real buying power of cash reserves.</i>
<i>Chart 8 - Sum of All Reserves</i>	<i>Graph of all reserves of all kinds at the modeled rates and at the current rates</i>

Table 1 - Rates
Willard, MO, Water Rates Model 2024-3

If we received the now current rates for the utility, the current rates are in this table. Otherwise, these rates were in effect at the end of the test year. If a volume range was left out of the table, rest assured, it is in the Model. We just hid some volume ranges to make the table and report shorter. In such cases, the unit charge that applies to next lowest volume range also applies to the hidden volume ranges.

Rates in Effect Now

Customer Type, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Use Within Each Range in 1,000 Gallons	Billing Cycle Minimum Charge	Usage Allowance in 1,000s	Unit Charge per 1,000 Gallons
In-City Res, Irr, Water Only	0	999	0.940	\$15.28	1.000	\$2.86
	1,000	1,999	0.872	\$15.28	1.000	\$2.86
	2,000	2,999	0.793	\$15.28	1.000	\$2.86
	3,000	3,999	0.733	\$15.28	1.000	\$2.86
	4,000	4,999	0.698	\$15.28	1.000	\$2.86
	5,000	5,999	0.682	\$15.28	1.000	\$2.86
	10,000	19,999	3.713	\$15.28	1.000	\$2.86
	800,000	800,001	0.000	\$15.28	1.000	\$2.86
In-City Commercial, Irr, Water Only	0	999	0.662	\$15.28	1.000	\$2.86
	1,000	1,999	0.736	\$15.28	1.000	\$2.86
	2,000	2,999	0.845	\$15.28	1.000	\$2.86
	3,000	3,999	0.878	\$15.28	1.000	\$2.86
	4,000	4,999	0.911	\$15.28	1.000	\$2.86
	5,000	5,999	0.905	\$15.28	1.000	\$2.86
	10,000	19,999	8.422	\$15.28	1.000	\$2.86
	800,000	800,001	0.000	\$15.28	1.000	\$2.86
Rural Residential, Irr, Water Only	0	999	0.950	\$16.63	1.000	\$3.12
	1,000	1,999	0.902	\$16.63	1.000	\$3.12
	2,000	2,999	0.821	\$16.63	1.000	\$3.12
	3,000	3,999	0.765	\$16.63	1.000	\$3.12
	4,000	4,999	0.734	\$16.63	1.000	\$3.12
	5,000	5,999	0.739	\$16.63	1.000	\$3.12
	10,000	19,999	4.827	\$16.63	1.000	\$3.12
	800,000	800,001	0.000	\$16.63	1.000	\$3.12
Rural Commercial, Irr, Water Only	0	999	0.840	\$16.63	1.000	\$3.12
	1,000	1,999	0.777	\$16.63	1.000	\$3.12
	2,000	2,999	0.734	\$16.63	1.000	\$3.12
	3,000	3,999	0.794	\$16.63	1.000	\$3.12
	4,000	4,999	0.963	\$16.63	1.000	\$3.12
	5,000	5,999	0.910	\$16.63	1.000	\$3.12
	10,000	19,999	4.081	\$16.63	1.000	\$3.12
	800,000	800,000	0.000	\$16.63	1.000	\$3.12
No Charge ("Zero")	0	999	0.705	\$0.00	0.000	\$0.00
	800,000	800,001	0.000	\$0.00	0.000	\$0.00

Table 2 - Test Year Usage Willard, MO, Water Rates Model 2024-3

This table shows usage by all customers during the test year. Residential meter readings per year: 12
 Test year = the one-year period being analyzed starts: 1/1/2023 Other customer readings per year: 12
 Date this model created: 7/3/2024 Bills per year: 12

Customer, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Use in Each Range in Gallons	# of Customers That "Maxed Out" in Each Range	% of Customers That "Maxed Out" in Each Range	% of Total Use in Each Range
In-City Res, Irr, Water Only	0	999	26,483,139	142	3.8%	0.0%
	1,000	1,999	23,082,000	283	7.6%	1.5%
	2,000	2,999	18,315,000	397	10.7%	4.3%
	3,000	3,999	13,425,000	408	11.0%	6.6%
	4,000	4,999	9,375,000	338	9.1%	7.3%
	5,000	5,999	6,394,000	248	6.7%	6.7%
	6,000	6,999	4,454,000	162	4.3%	5.2%
	7,000	7,999	3,136,000	110	3.0%	4.1%
	8,000	8,999	2,364,000	64	1.7%	2.8%
	9,000	9,999	1,754,000	51	1.4%	2.5%
	10,000	19,999	6,513,000	121	3.3%	8.1%
	20,000	29,999	1,864,000	16	0.4%	2.0%
	30,000	39,999	750,000	5	0.1%	0.8%
	40,000	49,999	447,000	2	0.1%	0.5%
	50,000	59,999	221,000	1	0.0%	0.4%
	60,000	69,999	145,000	0	0.0%	0.1%
	70,000	79,999	108,000	0	0.0%	0.1%
	80,000	89,999	72,000	0	0.0%	0.1%
	90,000	99,999	70,000	0	0.0%	0.0%
	100,000	199,999	203,000	1	0.0%	0.3%
200,000	299,999	53,000	0	0.0%	0.1%	
300,000	399,999	0	0	0.0%	0.0%	
			119,228,139	2,349	63.2%	53.4%
In-City Commercial, Irr, Water Only	0	999	1,379,000	59	1.6%	0.0%
	1,000	1,999	1,015,000	30	0.8%	0.2%
	2,000	2,999	858,000	13	0.4%	0.1%
	3,000	3,999	753,000	9	0.2%	0.1%
	4,000	4,999	686,000	6	0.2%	0.1%
	5,000	5,999	621,000	5	0.1%	0.1%
	6,000	6,999	583,000	3	0.1%	0.1%
	7,000	7,999	556,000	2	0.1%	0.1%
	8,000	8,999	518,000	3	0.1%	0.1%
	9,000	9,999	488,000	3	0.1%	0.1%
	10,000	19,999	4,110,000	11	0.3%	0.9%
	20,000	29,999	3,029,000	7	0.2%	1.0%
	30,000	39,999	2,263,000	5	0.1%	1.0%
	40,000	49,999	1,687,000	5	0.1%	1.3%
	50,000	59,999	1,220,000	2	0.1%	0.6%
	60,000	69,999	977,000	2	0.1%	0.8%
	70,000	79,999	714,000	1	0.0%	0.6%
	80,000	89,999	616,000	1	0.0%	0.3%
	90,000	99,999	533,000	1	0.0%	0.4%
	100,000	199,999	2,905,000	3	0.1%	2.0%
200,000	299,999	1,212,000	1	0.0%	1.1%	
300,000	399,999	517,000	0	0.0%	0.6%	
400,000	499,999	186,000	0	0.0%	0.4%	
500,000	599,999	37,000	0	0.0%	0.2%	
600,000	699,999	0	0	0.0%	0.0%	
			27,463,000	174	4.7%	12.3%

Table 2 - Test Year Usage

Customer, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Use in Each Range in Gallons	# of Customers That "Maxed Out" in Each Range	% of Customers That "Maxed Out" in Each Range	% of Total Use in Each Range
Rural Residential, Irr, Water Only	0	999	13,346,000	59	1.6%	0.0%
	1,000	1,999	12,042,000	109	2.9%	0.6%
	2,000	2,999	9,882,000	180	4.8%	1.9%
	3,000	3,999	7,557,000	194	5.2%	3.1%
	4,000	4,999	5,546,000	168	4.5%	3.6%
	5,000	5,999	4,098,000	121	3.2%	3.2%
	6,000	6,999	3,026,000	89	2.4%	2.9%
	7,000	7,999	2,333,000	58	1.6%	2.2%
	8,000	8,999	1,827,000	42	1.1%	1.8%
	9,000	9,999	1,477,000	29	0.8%	1.4%
	10,000	19,999	7,130,000	87	2.3%	6.0%
	20,000	29,999	2,605,000	21	0.6%	2.7%
	30,000	39,999	1,142,000	8	0.2%	1.4%
	40,000	49,999	598,000	3	0.1%	0.7%
	50,000	59,999	368,000	2	0.0%	0.5%
	60,000	69,999	244,000	1	0.0%	0.2%
	70,000	79,999	197,000	1	0.0%	0.2%
	80,000	89,999	132,000	0	0.0%	0.2%
	90,000	99,999	98,000	0	0.0%	0.1%
	100,000	199,999	392,000	1	0.0%	0.4%
200,000	299,999	84,000	0	0.0%	0.2%	
300,000	399,999	0	0	0.0%	0.0%	
			74,124,000	1,171	31.5%	33.2%
Rural Commercial, Irr, Water Only	0	999	179,000	3	0.1%	0.0%
	1,000	1,999	139,000	3	0.1%	0.0%
	2,000	2,999	102,000	3	0.1%	0.0%
	3,000	3,999	81,000	2	0.0%	0.0%
	4,000	4,999	78,000	0	0.0%	0.0%
	5,000	5,999	71,000	1	0.0%	0.0%
	6,000	6,999	65,000	1	0.0%	0.0%
	7,000	7,999	58,000	1	0.0%	0.0%
	8,000	8,999	45,000	1	0.0%	0.0%
	9,000	9,999	37,000	1	0.0%	0.0%
	10,000	19,999	151,000	3	0.1%	0.2%
	20,000	29,999	50,000	0	0.0%	0.0%
	30,000	39,999	30,000	0	0.0%	0.0%
	40,000	49,999	12,000	0	0.0%	0.0%
	50,000	59,999	10,000	0	0.0%	0.0%
	60,000	69,999	10,000	0	0.0%	0.0%
	70,000	79,999	10,000	0	0.0%	0.0%
80,000	89,999	10,000	0	0.0%	0.0%	
90,000	99,999	2,000	0	0.0%	0.0%	
100,000	199,999	0	0	0.0%	0.0%	
			1,140,000	18	0.5%	0.5%

Table 2 - Test Year Usage

Customer, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Use in Each Range in Gallons	# of Customers That "Maxed Out" in Each Range	% of Customers That "Maxed Out" in Each Range	% of Total Use in Each Range
	0	999	67,000	2	0.1%	0.0%
	1,000	1,999	57,000	1	0.0%	0.0%
	2,000	2,999	47,000	1	0.0%	0.0%
	3,000	3,999	40,000	1	0.0%	0.0%
	4,000	4,999	38,000	0	0.0%	0.0%
	5,000	5,999	35,000	0	0.0%	0.0%
	6,000	6,999	30,000	0	0.0%	0.0%
	7,000	7,999	29,000	0	0.0%	0.0%
	8,000	8,999	23,000	1	0.0%	0.0%
	9,000	9,999	19,000	0	0.0%	0.0%
	10,000	19,999	97,000	1	0.0%	0.1%
	20,000	29,999	61,000	0	0.0%	0.0%
No Charge ("Zero")	30,000	39,999	50,000	0	0.0%	0.0%
	40,000	49,999	48,000	0	0.0%	0.0%
	50,000	59,999	36,000	0	0.0%	0.0%
	60,000	69,999	29,000	0	0.0%	0.0%
	70,000	79,999	20,000	0	0.0%	0.0%
	80,000	89,999	20,000	0	0.0%	0.0%
	90,000	99,999	17,000	0	0.0%	0.0%
	100,000	199,999	100,000	0	0.0%	0.0%
	200,000	299,999	100,000	0	0.0%	0.0%
	300,000	399,999	100,000	0	0.0%	0.0%
	400,000	499,999	58,000	0	0.0%	0.2%
	500,000	599,999	0	0	0.0%	0.0%
			1,121,000	8	0.2%	0.5%
Grand Totals:			223,076,139	3,719	100%	100%

Table 3 - Operating Incomes and Basic User Data Willard, MO, Water Rates Model 2024-3

This table depicts user statistics, customer growth, and system incomes and across the board "inflationary" style rate increases through the 10th year.

Annual Median Household Income (AMHI)

\$76,681	Census Bureau estimate of AMHI for the year 2022
\$39,565	Census Bureau estimate of AMHI for the year 2000
\$37,116	AMHI growth during this time period
4.26%	Simple annual income growth rate during this time period (used to project future household incomes)

Test Year Growth of Customer Base and Average Tap Fee Paid per Connection

40	Number new Water connections made during test year
\$811	Average Water tap or installation fee assessed during the test year

This model is programmed for rates to be reset in the "Analysis Year," also called the "0 Year" column below (heading highlighted blue). Revenues will be collected at the now-current rates for the first part of the analysis year and the modeled rates for the last part of the analysis year. Thus, the revenues shown that column of the table are "blended" revenues; part collected at the old rates and part collected at the new rates. It was then assumed that all rate adjustments made after the initial (major) adjustment will be done annually on approximately the anniversary of the first adjustment. If rates will not be adjusted during the "0 Year," an adjustment (normally a revenue reduction) was calculated below to account for the late start in making the first adjustments.

Basic User (Customer) Data

	Inflation/ Deflation (-) Factor	Analysis Year		Years Following the Analysis Year (for Which Results Have Been Projected)									
		Test Year	0 Year	1st Year	2nd Year	3rd Year	4th Year	5th Year	6th Year	7th Year	8th Year	9th Year	10th Year
		Starting 1/1/23	Starting 1/1/24	Starting 1/1/25	Starting 1/1/26	Starting 1/1/27	Starting 1/1/28	Starting 1/1/29	Starting 1/1/30	Starting 1/1/31	Starting 1/1/32	Starting 1/1/33	Starting 1/1/34
Rate Increases Projected for Future Years	N.A.	N.A.	N.A.		4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%
The row above shows the rate at which user charge fees should be increased for each year beyond the initial rate adjustment year. Unless stated otherwise, these should be across-the-board increases to all rates and fees and that should continue until a new rate analysis is done.													
Average Number of Customers	N.A.	3,719	3,759	3,799	3,839	3,879	3,919	3,959	3,999	4,039	4,080	4,120	4,160
Customers Added or Lost (-) Each Year	N.A.	40.1	40.1	40.1	40.1	40.1	40.1	40.1	40.1	40.1	40.1	40.1	40.1
Customer Growth or Loss (-) Rate	N.A.	1.08%	1.07%	1.06%	1.04%	1.03%	1.02%	1.01%	1.00%	0.99%	0.98%	0.97%	0.96%
Test Year (Actual) and Projected Future Years' Sales, in Gallons	N.A.	223,076,139	225,480,952	227,885,764	230,290,577	232,695,389	235,100,202	237,505,014	239,909,827	242,314,639	244,719,452	247,124,264	249,529,077

Calculated User Charge Fees, Accounting for New Customers and Future Rate Increases Over the Years

Actual or Calculated Sales Revenues	\$1,113,358	\$1,121,846	\$1,731,117	\$1,819,360	\$1,911,893	\$2,008,918	\$2,110,646	\$2,217,297	\$2,329,104	\$2,446,308	\$2,569,161	\$2,697,929
Additional Sales Revenues From New Customers		\$33	\$18,268	\$18,999	\$19,759	\$20,549	\$21,371	\$22,226	\$23,115	\$24,039	\$25,001	\$26,001
Total Calculated Revenues (User Charge Fees)	\$1,113,358	\$1,121,879	\$1,749,385	\$1,838,359	\$1,931,652	\$2,029,467	\$2,132,017	\$2,239,523	\$2,352,219	\$2,470,347	\$2,594,162	\$2,723,930

Operating Incomes

Water Sales - All (Including Taxes)	N.A.	\$1,052,825	\$1,054,253	\$1,643,933	\$1,727,544	\$1,815,213	\$1,907,132	\$2,003,500	\$2,104,526	\$2,210,429	\$2,321,436	\$2,437,788	\$2,559,733
PENALTY INCOME-WATER	N.A.	\$42,382	\$42,834	\$43,286	\$43,738	\$44,190	\$44,642	\$45,094	\$45,546	\$45,998	\$46,450	\$46,902	\$47,355
METER REPLACEMENT/ INSTALLATIONS-W...	% Above	\$32,500	\$32,411	\$32,411	\$32,411	\$32,411	\$32,411	\$32,411	\$32,411	\$32,411	\$32,411	\$32,411	\$32,411
Adjusted Meter Size-based Plant Investment Fees (Cochran Fees)	% Above	\$0	\$0	\$33,857	\$33,857	\$33,857	\$33,857	\$33,857	\$33,857	\$33,857	\$33,857	\$33,857	\$33,857
Interest Income	N.A.	\$37,796	\$5,991	\$5,843	\$5,942	\$6,182	\$6,500	\$6,687	\$7,337	\$7,334	\$7,564	\$7,860	\$8,261
MISCELLANEOUS INCOME-WATER	N.A.	\$7,001	\$7,011	\$10,932	\$11,488	\$12,071	\$12,682	\$13,323	\$13,995	\$14,699	\$15,437	\$16,211	\$17,022
CONVENIENCE FEE-WATER	N.A.	\$19,752	\$19,752	\$19,752	\$19,752	\$19,752	\$19,752	\$19,752	\$19,752	\$19,752	\$19,752	\$19,752	\$19,752
TRANSFER IN-WATER	N.A.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL ASSET SALES-WATER	N.A.	\$7,103	\$7,103	\$7,103	\$7,103	\$7,103	\$7,103	\$7,103	\$7,103	\$7,103	\$7,103	\$7,103	\$7,103
Revenue Loss (-) Due to Conservation	5.0%	\$0	\$0	-\$17,942	-\$2,544	-\$2,668	-\$2,797	-\$2,932	-\$3,074	-\$3,222	-\$3,378	-\$3,540	-\$3,710
Total Operating Incomes		\$1,199,359	\$1,169,355	\$1,779,176	\$1,879,292	\$1,968,113	\$2,061,283	\$2,158,795	\$2,261,454	\$2,368,361	\$2,480,633	\$2,598,344	\$2,721,783

Table 4 - Operating Costs and Net Income
Willard, MO, Water Rates Model 2024-3

This table depicts expenses during the test year, this year and for the next 10 years. Some future costs will experience inflation. Those costs that go up as use goes up are increased by the cost inflation factor plus the growth rate in users.
 (First year costs and net incomes are actual, subsequent years are projected.)

Expense Items	Inflation/ Deflation (-) Factor	Test Year Starting 1/1/23	Analysis Year	Years Following the Analysis Year (for Which Results Have Been Projected)									
			0 Year Starting 1/1/24	1st Year Starting 1/1/25	2nd Year Starting 1/1/26	3rd Year Starting 1/1/27	4th Year Starting 1/1/28	5th Year Starting 1/1/29	6th Year Starting 1/1/30	7th Year Starting 1/1/31	8th Year Starting 1/1/32	9th Year Starting 1/1/33	10th Year Starting 1/1/34
CHEMICALS-WATER	4.0%	\$9,104	\$9,570	\$10,057	\$10,569	\$11,105	\$11,668	\$12,257	\$12,875	\$13,523	\$14,202	\$14,914	\$15,660
SUPPLIES-WATER	4.0%	\$50,757	\$52,787	\$54,899	\$57,095	\$59,378	\$61,754	\$64,224	\$66,793	\$69,464	\$72,243	\$75,133	\$78,138
LABORATORY FEES-WATER	4.0%	\$1,997	\$2,077	\$2,160	\$2,246	\$2,336	\$2,430	\$2,527	\$2,628	\$2,733	\$2,842	\$2,956	\$3,074
LABORATORY SUPPLIES-WATER	4.0%	\$5,233	\$5,443	\$5,660	\$5,887	\$6,122	\$6,367	\$6,622	\$6,887	\$7,162	\$7,448	\$7,746	\$8,056
PERMIT FEES-WATER	4.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
BUILDING MAINTENANCE-WATER	4.0%	\$89	\$92	\$96	\$100	\$104	\$108	\$112	\$117	\$122	\$126	\$132	\$137
CUSTODIAL SUPPLIES-WATER	4.0%	\$172	\$179	\$186	\$194	\$202	\$210	\$218	\$227	\$236	\$245	\$255	\$265
MISCELLANEOUS EXPENSE-WATER	4.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OFFICE SUPPLIES-WATER	4.0%	\$4,607	\$4,791	\$4,983	\$5,182	\$5,389	\$5,605	\$5,829	\$6,062	\$6,305	\$6,557	\$6,819	\$7,092
POSTAGE-WATER	4.0%	\$11,279	\$11,856	\$12,460	\$13,094	\$13,758	\$14,455	\$15,185	\$15,951	\$16,754	\$17,595	\$18,477	\$19,401
REPAIRS AND MAINTENANCE-WATER	4.0%	\$82,506	\$85,807	\$89,239	\$92,809	\$96,521	\$100,382	\$104,397	\$108,573	\$112,916	\$117,432	\$122,130	\$127,015
SUPPLIES SMALL EQUIPMENT-WATER	4.0%	\$11,080	\$11,524	\$11,985	\$12,464	\$12,963	\$13,481	\$14,020	\$14,581	\$15,164	\$15,771	\$16,402	\$17,058
METER REPLACEMENT-WATER	4.0%	\$13,821	\$14,374	\$14,949	\$15,547	\$16,169	\$16,815	\$17,488	\$18,188	\$18,915	\$19,672	\$20,459	\$21,277
ADVERTISING-WATER	4.0%	\$105	\$109	\$114	\$118	\$123	\$128	\$133	\$138	\$144	\$149	\$155	\$162
AUDIT EXPENSE-WATER	4.0%	\$6,880	\$7,155	\$7,441	\$7,739	\$8,049	\$8,371	\$8,705	\$9,054	\$9,416	\$9,792	\$10,184	\$10,591
BANK/CREDIT CARD FEES-WATER	4.0%	\$22,707	\$23,867	\$25,084	\$26,360	\$27,697	\$29,100	\$30,570	\$32,112	\$33,728	\$35,421	\$37,197	\$39,058
CONTRACT LABOR-WATER	4.0%	\$2,546	\$2,648	\$2,754	\$2,864	\$2,978	\$3,098	\$3,222	\$3,350	\$3,484	\$3,624	\$3,769	\$3,919
DUES AND SUBSCRIPTIONS-WATER	4.0%	\$2,161	\$2,248	\$2,338	\$2,431	\$2,529	\$2,630	\$2,735	\$2,844	\$2,958	\$3,076	\$3,199	\$3,327
EQUIPMENT RENTAL-WATER	4.0%	\$5,895	\$6,130	\$6,376	\$6,631	\$6,896	\$7,172	\$7,459	\$7,757	\$8,067	\$8,390	\$8,726	\$9,075
INSURANCE-WATER	4.0%	\$32,225	\$33,514	\$34,855	\$36,249	\$37,699	\$39,207	\$40,775	\$42,406	\$44,102	\$45,866	\$47,701	\$49,609
LEGAL-WATER	4.0%	\$102	\$106	\$111	\$115	\$120	\$124	\$129	\$135	\$140	\$146	\$151	\$157
PROFESSIONAL-WATER	4.0%	\$21,961	\$22,839	\$23,753	\$24,703	\$25,691	\$26,719	\$27,788	\$28,899	\$30,055	\$31,257	\$32,508	\$33,808
SAFETY PROGRAM-WATER	4.0%	\$581	\$604	\$628	\$653	\$680	\$707	\$735	\$764	\$795	\$827	\$860	\$894
TRAVEL EXPENSE-WATER	4.0%	\$411	\$428	\$445	\$462	\$481	\$500	\$520	\$541	\$563	\$585	\$608	\$633
TRAINING & EDUCATION-WATER	4.0%	\$2,769	\$2,880	\$2,995	\$3,115	\$3,239	\$3,369	\$3,504	\$3,644	\$3,790	\$3,941	\$4,099	\$4,263
RENT-WATER	4.0%	\$1,250	\$1,300	\$1,352	\$1,406	\$1,462	\$1,521	\$1,582	\$1,645	\$1,711	\$1,779	\$1,850	\$1,924
EQUIPMENT/SOFTWARE CONTRACTS-WATER	4.0%	\$19,342	\$20,116	\$20,920	\$21,757	\$22,627	\$23,533	\$24,474	\$25,453	\$26,471	\$27,530	\$28,631	\$29,776
TELEPHONE WATER	4.0%	\$2,217	\$2,306	\$2,398	\$2,494	\$2,594	\$2,697	\$2,805	\$2,918	\$3,034	\$3,156	\$3,282	\$3,413
INTERNET-WATER	4.0%	\$5,846	\$6,080	\$6,323	\$6,576	\$6,839	\$7,113	\$7,397	\$7,693	\$8,001	\$8,321	\$8,654	\$9,000
UTILITIES ELECTRIC-WATER	4.0%	\$109,887	\$115,501	\$121,389	\$127,563	\$134,037	\$140,824	\$147,940	\$155,400	\$163,220	\$171,416	\$180,008	\$189,012
UTILITIES GAS-WATER	4.0%	\$3,788	\$3,940	\$4,097	\$4,261	\$4,432	\$4,609	\$4,793	\$4,985	\$5,184	\$5,392	\$5,608	\$5,832
UTILITIES OTHER-WATER	4.0%	\$2,203	\$2,292	\$2,383	\$2,479	\$2,578	\$2,681	\$2,788	\$2,900	\$3,015	\$3,136	\$3,262	\$3,392
VEHICLE EXPENSE FUEL-WATER	4.0%	\$11,501	\$11,961	\$12,440	\$12,937	\$13,455	\$13,993	\$14,553	\$15,135	\$15,740	\$16,370	\$17,025	\$17,706
EQUIPMENT FUEL-WATER	4.0%	\$1,662	\$1,728	\$1,797	\$1,869	\$1,944	\$2,022	\$2,102	\$2,187	\$2,274	\$2,365	\$2,460	\$2,558
VEHICLE REPAIR & MAINT-WATER	4.0%	\$7,341	\$7,634	\$7,940	\$8,257	\$8,588	\$8,931	\$9,288	\$9,660	\$10,046	\$10,448	\$10,866	\$11,301
EQUIPMENT REPAIR & MAINT-WATER	4.0%	\$3,805	\$3,957	\$4,115	\$4,280	\$4,451	\$4,629	\$4,814	\$5,007	\$5,207	\$5,416	\$5,632	\$5,857
VEHICLE LEASE-WATER	4.0%	\$21,470	\$22,329	\$23,222	\$24,151	\$25,117	\$26,122	\$27,167	\$28,253	\$29,383	\$30,559	\$31,781	\$33,052

Table 4 - Operating Costs and Net Income

Expense Items	Inflation/ Deflation (-) Factor	Test Year Starting 1/1/23	0 Year Starting 1/1/24	1st Year Starting 1/1/25	2nd Year Starting 1/1/26	3rd Year Starting 1/1/27	4th Year Starting 1/1/28	5th Year Starting 1/1/29	6th Year Starting 1/1/30	7th Year Starting 1/1/31	8th Year Starting 1/1/32	9th Year Starting 1/1/33	10th Year Starting 1/1/34
EQUIPMENT LEASE	4.0%	\$3,179	\$3,306	\$3,439	\$3,576	\$3,719	\$3,868	\$4,023	\$4,184	\$4,351	\$4,525	\$4,706	\$4,894
SALARIES WATER	4.0%	\$444,622	\$462,407	\$480,904	\$500,140	\$520,145	\$540,951	\$562,589	\$585,093	\$608,496	\$632,836	\$658,150	\$684,476
SALARIES OVERTIME-WATER	4.0%	\$11,609	\$12,074	\$12,557	\$13,059	\$13,581	\$14,124	\$14,689	\$15,277	\$15,888	\$16,524	\$17,184	\$17,872
PAYROLL TAXES-WATER	4.0%	\$34,147	\$35,513	\$36,933	\$38,411	\$39,947	\$41,545	\$43,207	\$44,935	\$46,733	\$48,602	\$50,546	\$52,568
RETIREMENT-WATER	4.0%	\$19,342	\$20,116	\$20,921	\$21,758	\$22,628	\$23,533	\$24,474	\$25,453	\$26,471	\$27,530	\$28,631	\$29,777
PENSION EXPENSE-WATER	4.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNIFORMS-WATER	4.0%	\$628	\$654	\$680	\$707	\$735	\$765	\$795	\$827	\$860	\$895	\$930	\$968
GROUP INSURANCE-WATER	4.0%	\$88,455	\$91,993	\$95,673	\$99,500	\$103,480	\$107,619	\$111,924	\$116,401	\$121,057	\$125,899	\$130,935	\$136,173
CAPITAL ASSET EXP-WATER	4.0%	\$90,716	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5
CAPITAL ASSET EXP EQUIPMENT-WATER	N.A.	\$24,721	\$29,500	\$13,750	\$13,000	\$13,000	\$10,000	\$85,000	\$13,000	\$13,000	\$10,000	\$10,000	\$13,000
PRINCIPAL EXPENSE-WATER	0.0%	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5
INTEREST EXPENSE-WATER	0.0%	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5
FISCAL AGENT FEES-WATER	4.0%	\$1,500	\$1,560	\$1,622	\$1,687	\$1,755	\$1,825	\$1,898	\$1,974	\$2,053	\$2,135	\$2,220	\$2,309
BAD DEBT EXPENSE-WATER	4.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFER TO GCG-WATER	4.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Annual Payment to R&R Reserve (Table 7)	0.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
User Charge Analysis Services	5.0%	\$0	\$11,395	\$0	\$0	\$12,563	\$0	\$0	\$13,851	\$0	\$0	\$15,270	\$0
Total CIP-related Payouts	N.A.	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5
Total Operating Costs		\$1,198,225	\$1,168,690	\$1,188,422	\$1,236,494	\$1,299,905	\$1,337,301	\$1,467,457	\$1,466,753	\$1,512,732	\$1,572,043	\$1,652,210	\$1,707,529
Net Income (or Loss)		\$1,135	\$665	\$590,755	\$642,798	\$668,208	\$723,982	\$691,338	\$794,701	\$855,630	\$908,590	\$946,134	\$1,014,254
Working Capital Goal: 50%	In Dollars, That is:	\$599,112	\$584,345	\$594,211	\$618,247	\$649,953	\$668,650	\$733,729	\$733,377	\$756,366	\$786,022	\$826,105	\$853,765

Notes: Most expenses are expected to rise by four percent each year. The green highlighted expenses are expected to do that, plus rise as new customers connect and use more water. Also, principal and interest expenses are related to capital improvements, so those are handled in Table 5. The gold highlighted item has the same name as an expense in the CIP, but this cost is quite minor compared to the CIP costs, so I left this one in the expense table.

Table 5 - Capital Improvement Program (CIP)

Willard, MO, Water Rates Model 2024-3

This table depicts capital improvements and their funding. Costs reflect inflation.	Analysis Year		Years Following the Analysis Year (for Which Improvement Projects, Costs, Funding, etc. Have Been Projected)									
	Test Year Starting	0 Year Starting	1st Year Starting	2nd Year Starting	3rd Year Starting	4th Year Starting	5th Year Starting	6th Year Starting	7th Year Starting	8th Year Starting	9th Year Starting	10th Year Starting
	1/1/23	1/1/24	1/1/25	1/1/26	1/1/27	1/1/28	1/1/29	1/1/30	1/1/31	1/1/32	1/1/33	1/1/34
Planned Spending, Debt-paid Portion of Projects (CIP costs to be funded with loans are shown in this section.)												
City Well Located Main City	\$0	\$0	\$0	\$0	\$1,311,272	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Storage Tower	\$0	\$0	\$0	\$0	\$0	\$2,025,916	\$0	\$0	\$0	\$0	\$0	\$0
Total Debt-paid Portion of Projects	\$0	\$0	\$0	\$0	\$1,311,272	\$2,025,916	\$0	\$0	\$0	\$0	\$0	\$0
Planned Spending, Grant-paid Portion of Projects (CIP costs to be grant-funded are shown here.)												
Total Grant-paid Portion of Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planned Spending, Cash-paid Portion of Projects (CIP costs to be funded from reserves are shown here.)												
Capital Assets (See City's Capital Improvements Plan for Details)	\$0	\$353,500	\$499,293	\$460,431	\$310,334	\$455,831	\$294,456	\$254,333	\$409,548	\$425,635	\$242,688	\$415,270
Total Cash-paid Portion of Projects	\$0	\$353,500	\$499,293	\$460,431	\$310,334	\$455,831	\$294,456	\$254,333	\$409,548	\$425,635	\$242,688	\$415,270
Total CIP Costs	\$0	\$353,500	\$499,293	\$460,431	\$1,621,607	\$2,481,747	\$294,456	\$254,333	\$409,548	\$425,635	\$242,688	\$415,270
Debt Repayment												
Existing Debt Payments (Following is debt that was initiated during the test year or earlier.)												
Water/Sewer 2014 and 2018 COPs, Water Portion	\$98,791	\$101,028	\$100,644	\$100,178	\$99,631	\$96,544	\$0	\$0	\$0	\$0	\$0	\$0
New Debt Payments (Following are payments for projects to be paid with new debt. It is assumed these will be loan/lease-financed for a term of: 10 years at a 5.0% interest rate.)												
COP for Well						\$169,816	\$169,816	\$169,816	\$169,816	\$169,816	\$169,816	\$169,816
COP for Tower						\$262,365	\$262,365	\$262,365	\$262,365	\$262,365	\$262,365	\$262,365
Total Debt Payments	\$98,791	\$101,028	\$100,644	\$100,178	\$99,631	\$266,360	\$432,181	\$432,181	\$432,181	\$432,181	\$432,181	\$432,181
Total CIP-related Payouts	\$98,791	\$454,528	\$599,936	\$560,609	\$1,721,238	\$2,748,106	\$726,637	\$686,514	\$841,729	\$857,816	\$674,869	\$847,451
<i>(This is the total cash required for this CIP and debt payment schedule. These amounts must come from utility income, reserves or outside sources, as shown in the next section.)</i>												
CIP Fund Sources (Following are the sources and amounts of funds expected to pay for the above CIP schedule.)												
Cash Reserves (Internal Funds)												
Debt and CIP Reserves Starting Balance	\$0	\$861,750	\$439,889	\$429,640	\$496,386	\$732,850	\$730,601	\$644,836	\$766,271	\$772,508	\$809,077	\$1,056,440
Working Capital Transferred in	\$960,541	\$15,432	\$580,889	\$618,762	\$636,502	\$705,284	\$626,260	\$795,053	\$832,640	\$878,935	\$906,051	\$986,595
Debt and CIP Reserves Interest Earned (or Paid)	\$0	\$17,235	\$8,798	\$8,593	\$9,928	\$14,657	\$14,612	\$12,897	\$15,325	\$15,450	\$16,182	\$21,129
Total Available Internal Funds	\$960,541	\$894,418	\$1,029,576	\$1,056,995	\$1,142,816	\$1,452,791	\$1,371,473	\$1,452,785	\$1,614,237	\$1,666,893	\$1,731,309	\$2,064,163
Grant and Loan Proceeds (External Funds)												
Grants Assumed in Second Sub-section Above	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
COP for Well					\$1,311,272	\$0	\$0	\$0	\$0	\$0	\$0	\$0
COP for Tower					\$2,025,916	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Available External Funds	\$0	\$0	\$0	\$0	\$1,311,272	\$2,025,916	\$0	\$0	\$0	\$0	\$0	\$0
Total Available Funds	\$960,541	\$894,418	\$1,029,576	\$1,056,995	\$2,454,088	\$3,478,707	\$1,371,473	\$1,452,785	\$1,614,237	\$1,666,893	\$1,731,309	\$2,064,163
Outcomes (This CIP spending and funding plan will result in the following cash needs and ending balances each year.)												
Total Available Funds	\$960,541	\$894,418	\$1,029,576	\$1,056,995	\$2,454,088	\$3,478,707	\$1,371,473	\$1,452,785	\$1,614,237	\$1,666,893	\$1,731,309	\$2,064,163
Total CIP-related Payouts	\$98,791	\$454,528	\$599,936	\$560,609	\$1,721,238	\$2,748,106	\$726,637	\$686,514	\$841,729	\$857,816	\$674,869	\$847,451
Debt and CIP Reserves Ending Balances	\$861,750	\$439,889	\$429,640	\$496,386	\$732,850	\$730,601	\$644,836	\$766,271	\$772,508	\$809,077	\$1,056,440	\$1,216,712

Notes: The City has a capital improvements plan, from which the above project data came. I assumed the expensive projects not related to equipment repair and replacement will be funded 75% by loans, and 25% by grants. Other projects are generally not eligible for grants and loans, so those are to be funded with utility reserves and incomes.

Table 5B: City's Water Capital Improvements (with edits by GettingGreatRates.com to make transfer to the models easier and clearer)

<u>Year</u>	<u>Description</u>	<u>Capital Assets</u>	<u>Annual Sum</u>	<u>Bigger Assets</u>	<u>Annual Sum</u>
		<u>Equip</u>	<u>Cash Paid</u>		<u>COP Paid</u>
2024	Water Imp.-Pipe Replacement	5,000	353,500		-
	Water Meters	60,000			
	5 Yr Water Loss Project	20,000			
	Meadows Water Tower Exterior	115,000			
	Langston water line	12,000			
	Mark Water Line/valve replace	25,000			
	Pole Barn	10,000			
	Public Works Building	75,000			
	Vehicle Lease Equipment	7,000			
	Badger Box	7,500			
	Missions Update	14,000			
	Pipe Cutter Saw	3,000			
2025	Water Imp.-Pipe Replacement	100,000	484,750		-
	Water Meters	60,000			
	Misc - TBD	1,000			
	5 Yr Water Loss Project	20,000			
	Meadows Water Tower Interior	135,000			
	Water Towers Restoration	150,000			
	Equipment	5,000			
	Jack Hammer Attachment (33 water-33% s	3,750			
	Generator	10,000			

<u>Year</u>	<u>Description</u>	<u>Capital Assets</u>	<u>Annual Sum</u>		<u>Annual Sum</u>
		<u>Equip</u>	<u>Cash Paid</u>	<u>Bigger Assets</u>	<u>COP Paid</u>
2026	Water Imp.-Pipe Replacement	100,000	434,000		-
	Water Meters	60,000			
	Misc - TBD	1,000			
	School Water Tower Interior	135,000			
	Meadows Stand Storage	75,000			
	Meadows Well Pump	40,000			
	Computer (2)	3,000			
	Equipment	20,000			
2027	Water Imp.-Pipe Replacement	100,000	284,000		1,200,000
	Water Meters	45,000			
	Misc - TBD	1,000			
	School Water Tower Exterior	115,000			
	City Well Located Main City			1,200,000	
	Computer (2)	3,000			
	Equipment	20,000			
2028	Water Imp.-Pipe Replacement	100,000	405,000		1,800,000
	Water Meters	45,000			
	Booster Water Pump	30,000			
	Small Water Tower Interior	135,000			
	Meadows Stand Storage	75,000			
	Water Storage Tower			1,800,000	
	Equipment	20,000			

<u>Year</u>	<u>Description</u>	<u>Capital Assets</u>	<u>Annual Sum</u>	<u>Bigger Assets</u>	<u>Annual Sum</u>
		<u>Equip</u>	<u>Cash Paid</u>		<u>COP Paid</u>
2029	Water Imp.-Pipe Replacement	100,000	254,000		-
	Water Meters	45,000			
	Equipment	20,000			
	Backhoe (50% water-50%sewer)	75,000			
	Missions Update	14,000			
2030	Water Imp.-Pipe Replacement	15,000	213,000		-
	Water Meters	45,000			
	Booster Water Pump	30,000			
	Meadows Stand Storage	100,000			
	Computer (2)	3,000			
	Equipment	20,000			
2031	Water Imp.-Pipe Replacement	150,000	333,000		-
	Meadows Water Tower Exterior	115,000			
	Water Meters	45,000			
	Computer (2)	3,000			
	Equipment	20,000			
2032	Water Imp.-Pipe Replacement	1,000	336,000		-
	Water Meters	50,000			
	Meadows Water Tower Interior	135,000			
	Booster Water Pump	30,000			
	Meadows Stand Storage	100,000			
	Equipment	20,000			

<u>Year</u>	<u>Description</u>	<u>Capital Assets</u>	<u>Annual Sum</u>	<u>Bigger Assets</u>	<u>Annual Sum</u>
		<u>Equip</u>	<u>Cash Paid</u>		<u>COP Paid</u>
2033	Water Imp.-Pipe Replacement	1,000	186,000		-
	Meadows Water Tower Exterior	115,000			
	Water Meters	50,000			
	Equipment	20,000			
2034	Water Imp.-Pipe Replacement	1,000	309,000		-
	Water Meters	50,000			
	School Water Tower Interior	135,000			
	Meadows Stand Storage	100,000			
	Computer (2)	3,000			
	Equipment	20,000			
			3,592,250		3,000,000

Table 8 - Average Cost Classification
Willard, MO, Water Rates Model 2024-3

This table distributes costs from a representative year (the "average rate structure basis year") to fixed and variable categories (see Definitions) in order to calculate the "cost of service" rate structure for that year.

The average rate structure basis year runs from: 1/1/2028 through 12/31/2028

Cost Items During the Basis Year	Cost During Basis Year	Fixed Cost %	Variable Cost %	Fixed Cost	Variable Cost
CHEMICALS-WATER	\$11,668	0.0%	100.0%	\$0	\$11,668
SUPPLIES-WATER	\$61,754	50.0%	50.0%	\$30,877	\$30,877
LABORATORY FEES-WATER	\$2,430	100.0%	0.0%	\$2,430	\$0
LABORATORY SUPPLIES-WATER	\$6,367	100.0%	0.0%	\$6,367	\$0
PERMIT FEES-WATER	\$0	100.0%	0.0%	\$0	\$0
BUILDING MAINTENANCE-WATER	\$108	100.0%	0.0%	\$108	\$0
CUSTODIAL SUPPLIES-WATER	\$210	100.0%	0.0%	\$210	\$0
MISCELLANEOUS EXPENSE-WATER	\$0	100.0%	0.0%	\$0	\$0
OFFICE SUPPLIES-WATER	\$5,605	100.0%	0.0%	\$5,605	\$0
POSTAGE-WATER	\$14,455	100.0%	0.0%	\$14,455	\$0
REPAIRS AND MAINTENANCE-WATER	\$100,382	50.0%	50.0%	\$50,191	\$50,191
SUPPLIES SMALL EQUIPMENT-WATER	\$13,481	50.0%	50.0%	\$6,741	\$6,741
METER REPLACEMENT-WATER	\$16,815	0.0%	100.0%	\$0	\$16,815
ADVERTISING-WATER	\$128	100.0%	0.0%	\$128	\$0
AUDIT EXPENSE-WATER	\$8,371	100.0%	0.0%	\$8,371	\$0
BANK/CREDIT CARD FEES-WATER	\$29,100	39.1%	60.9%	\$11,378	\$17,722
CONTRACT LABOR--WATER	\$3,098	25.0%	75.0%	\$774	\$2,323
DUES AND SUBSCRIPTIONS-WATER	\$2,630	25.0%	75.0%	\$657	\$1,972
EQUIPMENT RENTAL-WATER	\$7,172	50.0%	50.0%	\$3,586	\$3,586
INSURANCE-WATER	\$39,207	100.0%	0.0%	\$39,207	\$0
LEGAL-WATER	\$124	100.0%	0.0%	\$124	\$0
PROFESSIONAL-WATER	\$26,719	25.0%	75.0%	\$6,680	\$20,039
SAFETY PROGRAM-WATER	\$707	100.0%	0.0%	\$707	\$0
TRAVEL EXPENSE-WATER	\$500	25.0%	75.0%	\$125	\$375
TRAINING & EDUCATION-WATER	\$3,369	25.0%	75.0%	\$842	\$2,527
RENT-WATER	\$1,521	50.0%	50.0%	\$760	\$760
EQUIPMENT/SOFTWARE CONTRACTS-WATER	\$23,533	100.0%	0.0%	\$23,533	\$0
TELEPHONE WATER	\$2,697	100.0%	0.0%	\$2,697	\$0
INTERNET-WATER	\$7,113	100.0%	0.0%	\$7,113	\$0
UTILITIES ELECTRIC-WATER	\$140,824	0.0%	100.0%	\$0	\$140,824
UTILITIES GAS-WATER	\$4,609	100.0%	0.0%	\$4,609	\$0
UTILITIES OTHER-WATER	\$2,681	100.0%	0.0%	\$2,681	\$0
VEHICLE EXPENSE FUEL-WATER	\$13,993	50.0%	50.0%	\$6,997	\$6,997
EQUIPMENT FUEL-WATER	\$2,022	50.0%	50.0%	\$1,011	\$1,011
VEHICLE REPAIR & MAINT-WATER	\$8,931	50.0%	50.0%	\$4,466	\$4,466
EQUIPMENT REPAIR & MAINT-WATER	\$4,629	50.0%	50.0%	\$2,315	\$2,315
VEHICLE LEASE-WATER	\$26,122	50.0%	50.0%	\$13,061	\$13,061
EQUIPMENT LEASE	\$3,868	50.0%	50.0%	\$1,934	\$1,934

Table 8 - Average Cost Classification

Cost Items During the Basis Year	Cost During Basis Year	Fixed Cost %	Variable Cost %	Fixed Cost	Variable Cost
SALARIES-WATER	\$540,951	25.0%	75.0%	\$135,238	\$405,713
SALARIES OVERTIME-WATER	\$14,124	25.0%	75.0%	\$3,531	\$10,593
PAYROLL TAXES-WATER	\$41,545	25.0%	75.0%	\$10,386	\$31,159
RETIREMENT-WATER	\$23,533	25.0%	75.0%	\$5,883	\$17,650
PENSION EXPENSE-WATER	\$0	25.0%	75.0%	\$0	\$0
UNIFORMS-WATER	\$765	25.0%	75.0%	\$191	\$573
GROUP INSURANCE-WATER	\$107,619	25.0%	75.0%	\$26,905	\$80,714
CAPITAL ASSET EXP-WATER	\$0	50.0%	50.0%	\$0	\$0
CAPITAL ASSET EXP EQUIPMENT-WATER	\$10,000	50.0%	50.0%	\$5,000	\$5,000
PRINCIPAL EXPENSE-WATER	\$0	50.0%	50.0%	\$0	\$0
INTEREST EXPENSE-WATER	\$0	50.0%	50.0%	\$0	\$0
FISCAL AGENT FEES-WATER	\$1,825	50.0%	50.0%	\$912	\$912
BAD DEBT EXPENSE-WATER	\$0	39.1%	60.9%	\$0	\$0
TRANSFER TO GCG-WATER	\$0	25.0%	75.0%	\$0	\$0
Annual Payment to R&R Reserve (Table 7)	\$0	25.0%	75.0%	\$0	\$0
User Charge Analysis Services	\$0	39.1%	60.9%	\$0	\$0
Total CIP-related Payouts, Less Capacity Charges From Tables 14 & 16 (This value can be negative)	\$688,334	50.0%	50.0%	\$344,167	\$344,167
Grand Total Costs, Weighted Avg Percentages	\$2,025,634	39.1%	60.9%	\$792,950	\$1,232,684
Bases for Cost to Serve Rate Structure		100%		\$2,025,634	
Number Customers During Basis Year	3,919				
Billed Volume, in Gallons, During Basis Year	235,100,202				
Average Fixed Cost per User per Month During Basis Year	\$16.86				
Average Variable Cost to Produce per 1,000 Gallons During Basis Year	\$5.24				
Gallons per Billing Cycle Used by Average Residential Customer	4,230				

Table 9 - Marginal Cost Classification

Willard, MO, Water Rates Model 2024-3

The utility incurs "marginal" costs. These costs are unavoidable. Thus, the utility must collect minimal fees from various customers to "break even" on a marginal cost basis. Costs vary by customer type and volume used.

Below, it is assumed that marginal variable costs are being calculated for: **Unaccounted-for Water**

(Fixed costs are irrelevant in this case)

The marginal rate structure basis year runs from: 1/1/2028 through 12/31/2028

Cost Items During the Basis Year	Fixed Cost	Variable Cost	Marginal Fixed Cost %	Marginal Variable Cost %	Marginal Fixed Cost	Marginal Variable Cost
CHEMICALS-WATER	\$0	\$11,668	100%	100%	\$0	\$11,668
SUPPLIES-WATER	\$30,877	\$30,877	10%	10%	\$3,088	\$3,088
LABORATORY FEES-WATER	\$2,430	\$0	100%	100%	\$2,430	\$0
LABORATORY SUPPLIES-WATER	\$6,367	\$0	100%	100%	\$6,367	\$0
PERMIT FEES-WATER	\$0	\$0	10%	10%	\$0	\$0
BUILDING MAINTENANCE-WATER	\$108	\$0	0%	0%	\$0	\$0
CUSTODIAL SUPPLIES-WATER	\$210	\$0	0%	0%	\$0	\$0
MISCELLANEOUS EXPENSE-WATER	\$0	\$0	100%	100%	\$0	\$0
OFFICE SUPPLIES-WATER	\$5,605	\$0	100%	100%	\$5,605	\$0
POSTAGE-WATER	\$14,455	\$0	100%	100%	\$14,455	\$0
REPAIRS AND MAINTENANCE-WATER	\$50,191	\$50,191	50%	50%	\$25,095	\$25,095
SUPPLIES SMALL EQUIPMENT-WATER	\$6,741	\$6,741	10%	10%	\$674	\$674
METER REPLACEMENT-WATER	\$0	\$16,815	0%	0%	\$0	\$0
ADVERTISING-WATER	\$128	\$0	0%	0%	\$0	\$0
AUDIT EXPENSE-WATER	\$8,371	\$0	0%	0%	\$0	\$0
BANK/CREDIT CARD FEES-WATER	\$11,378	\$17,722	0%	0%	\$0	\$0
CONTRACT LABOR--WATER	\$774	\$2,323	50%	50%	\$387	\$1,162
DUES AND SUBSCRIPTIONS-WATER	\$657	\$1,972	10%	10%	\$66	\$197
EQUIPMENT RENTAL-WATER	\$3,586	\$3,586	10%	10%	\$359	\$359
INSURANCE-WATER	\$39,207	\$0	10%	10%	\$3,921	\$0
LEGAL-WATER	\$124	\$0	10%	10%	\$12	\$0
PROFESSIONAL-WATER	\$6,680	\$20,039	50%	50%	\$3,340	\$10,020
SAFETY PROGRAM-WATER	\$707	\$0	50%	50%	\$353	\$0
TRAVEL EXPENSE-WATER	\$125	\$375	10%	10%	\$13	\$38
TRAINING & EDUCATION-WATER	\$842	\$2,527	10%	10%	\$84	\$253
RENT-WATER	\$760	\$760	10%	10%	\$76	\$76
EQUIPMENT/SOFTWARE CONTRACTS-WATER	\$23,533	\$0	10%	10%	\$2,353	\$0
TELEPHONE WATER	\$2,697	\$0	10%	10%	\$270	\$0
INTERNET-WATER	\$7,113	\$0	10%	10%	\$711	\$0
UTILITIES ELECTRIC-WATER	\$0	\$140,824	100%	100%	\$0	\$140,824
UTILITIES GAS-WATER	\$4,609	\$0	10%	10%	\$461	\$0
UTILITIES OTHER-WATER	\$2,681	\$0	10%	10%	\$268	\$0

Table 9 - Marginal Cost Classification

Cost Items During the Basis Year	Fixed Cost	Variable Cost	Marginal Fixed Cost %	Marginal Variable Cost %	Marginal Fixed Cost	Marginal Variable Cost
VEHICLE EXPENSE FUEL-WATER	\$6,997	\$6,997	10%	10%	\$700	\$700
EQUIPMENT FUEL-WATER	\$1,011	\$1,011	10%	10%	\$101	\$101
VEHICLE REPAIR & MAINT-WATER	\$4,466	\$4,466	10%	10%	\$447	\$447
EQUIPMENT REPAIR & MAINT-WATER	\$2,315	\$2,315	10%	10%	\$231	\$231
VEHICLE LEASE-WATER	\$13,061	\$13,061	10%	10%	\$1,306	\$1,306
EQUIPMENT LEASE	\$1,934	\$1,934	10%	10%	\$193	\$193
SALARIES-WATER	\$135,238	\$405,713	10%	10%	\$13,524	\$40,571
SALARIES OVERTIME-WATER	\$3,531	\$10,593	10%	10%	\$353	\$1,059
PAYROLL TAXES-WATER	\$10,386	\$31,159	10%	10%	\$1,039	\$3,116
RETIREMENT-WATER	\$5,883	\$17,650	10%	10%	\$588	\$1,765
PENSION EXPENSE-WATER	\$0	\$0	10%	10%	\$0	\$0
UNIFORMS-WATER	\$191	\$573	10%	10%	\$19	\$57
GROUP INSURANCE-WATER	\$26,905	\$80,714	10%	10%	\$2,690	\$8,071
CAPITAL ASSET EXP-WATER	\$0	\$0	50%	50%	\$0	\$0
CAPITAL ASSET EXP EQUIPMENT-WATER	\$5,000	\$5,000	50%	50%	\$2,500	\$2,500
PRINCIPAL EXPENSE-WATER	\$0	\$0	50%	50%	\$0	\$0
INTEREST EXPENSE-WATER	\$0	\$0	50%	50%	\$0	\$0
FISCAL AGENT FEES-WATER	\$912	\$912	50%	50%	\$456	\$456
BAD DEBT EXPENSE-WATER	\$0	\$0	100%	100%	\$0	\$0
TRANSFER TO GCG-WATER	\$0	\$0	100%	100%	\$0	\$0
User Charge Analysis Services	\$0	\$0	10%	10%	\$0	\$0
Total CIP-related Payouts, Less Capacity Charges From Tables 14 & 16 (This value can be negative)	\$344,167	\$344,167	50%	50%	\$172,083	\$172,083
Grand Total All Costs	\$792,950	\$1,232,684			\$266,619	\$426,110
		\$2,025,634				\$692,729
					Monthly Marginal Fixed Cost per Customer	Marginal Variable Cost per 1,000 Gallons
					\$5.67	
			Marginal Fixed Cost as a Percent of Total Fixed Cost:		34%	\$1.81
			Marginal Variable Cost as a Percent of Total Variable Cost:			35%

Marginal Fixed and Variable Cost Bases
 (For the Customer Type(s) Listed Above)

Table 10 - Initial Rate Adjustments and Resulting Revenues

Willard, MO, Water Rates Model 2024-3

This table calculates new user charge rates and the revenues they would generate if adjusted during the "Analysis Year."

After rate adjustments are made, customers will be billed monthly.

Following are Blended Sales Revenues: Sales at the current (Test Year) rates (gray highlighted column) will apply until rates are adjusted. Sales at the modeled rates (yellow highlighted column) would apply after the modeled rates are adopted. Adding both together, the "blended" sales revenues show in the right-most column.

Customer Class, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Sales This Year at Current Rates	Basic Minimum Charge	New Usage Allowance in 1,000s	New Unit Charge per 1,000 Gallons	Sales This Year at Modeled Rates	Total "Blended" Sales This Year
In-City Res, Irr, Water Only	0	999	\$23,548	\$12.57	0.000	\$3.91	\$341	\$23,890
	1,000	1,999	\$106,960	\$12.57	0.000	\$3.91	\$363	\$107,323
	2,000	2,999	\$113,522	\$12.57	0.000	\$3.91	\$359	\$113,881
	3,000	3,999	\$102,546	\$12.57	0.000	\$3.91	\$311	\$102,858
	4,000	4,999	\$80,409	\$12.57	0.000	\$3.91	\$239	\$80,648
	5,000	5,999	\$57,872	\$12.57	0.000	\$3.91	\$171	\$58,043
	6,000	6,999	\$38,422	\$12.57	0.000	\$3.91	\$114	\$38,536
	7,000	7,999	\$26,388	\$12.57	0.000	\$3.91	\$79	\$26,467
	8,000	8,999	\$16,823	\$12.57	0.000	\$3.91	\$52	\$16,875
	9,000	9,999	\$12,998	\$12.57	0.000	\$3.91	\$40	\$13,037
	10,000	19,999	\$37,001	\$12.57	0.000	\$3.91	\$119	\$37,120
	20,000	29,999	\$7,465	\$12.57	0.000	\$3.91	\$26	\$7,491
	30,000	39,999	\$2,720	\$12.57	0.000	\$3.91	\$10	\$2,730
	40,000	49,999	\$1,491	\$12.57	0.000	\$3.91	\$6	\$1,497
	50,000	59,999	\$795	\$12.57	0.000	\$3.91	\$3	\$798
	60,000	69,999	\$431	\$12.57	0.000	\$3.91	\$2	\$433
	70,000	79,999	\$322	\$12.57	0.000	\$3.91	\$1	\$323
	80,000	89,999	\$214	\$12.57	0.000	\$3.91	\$1	\$215
	90,000	99,999	\$182	\$12.57	0.000	\$3.91	\$1	\$182
	100,000	199,999	\$609	\$12.57	0.000	\$3.91	\$2	\$612
200,000	299,999	\$151	\$12.57	0.000	\$3.91	\$1	\$152	
300,000	399,999	\$0	\$12.57	0.000	\$3.91	\$0	\$0	

Table 10 - Initial Rate Adjustments and Resulting Revenues

Customer Class, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Sales This Year at Current Rates	Basic Minimum Charge	New Usage Allowance in 1,000s	New Unit Charge per 1,000 Gallons	Sales This Year at Modeled Rates	Total "Blended" Sales This Year
In-City Commercial, Irr, Water Only	0	999	\$9,766	\$12.57	0.000	\$3.91	\$39	\$9,805
	1,000	1,999	\$7,674	\$12.57	0.000	\$3.91	\$23	\$7,697
	2,000	2,999	\$4,399	\$12.57	0.000	\$3.91	\$15	\$4,414
	3,000	3,999	\$3,407	\$12.57	0.000	\$3.91	\$12	\$3,419
	4,000	4,999	\$2,707	\$12.57	0.000	\$3.91	\$10	\$2,716
	5,000	5,999	\$2,511	\$12.57	0.000	\$3.91	\$9	\$2,519
	6,000	6,999	\$2,038	\$12.57	0.000	\$3.91	\$8	\$2,046
	7,000	7,999	\$1,816	\$12.57	0.000	\$3.91	\$7	\$1,823
	8,000	8,999	\$1,869	\$12.57	0.000	\$3.91	\$7	\$1,876
	9,000	9,999	\$1,681	\$12.57	0.000	\$3.91	\$6	\$1,687
	10,000	19,999	\$12,527	\$12.57	0.000	\$3.91	\$49	\$12,575
	20,000	29,999	\$9,087	\$12.57	0.000	\$3.91	\$35	\$9,122
	30,000	39,999	\$6,768	\$12.57	0.000	\$3.91	\$26	\$6,795
	40,000	49,999	\$5,247	\$12.57	0.000	\$3.91	\$20	\$5,267
	50,000	59,999	\$3,510	\$12.57	0.000	\$3.91	\$14	\$3,524
	60,000	69,999	\$2,921	\$12.57	0.000	\$3.91	\$11	\$2,933
	70,000	79,999	\$2,087	\$12.57	0.000	\$3.91	\$8	\$2,095
	80,000	89,999	\$1,694	\$12.57	0.000	\$3.91	\$7	\$1,701
	90,000	99,999	\$1,521	\$12.57	0.000	\$3.91	\$6	\$1,527
	100,000	199,999	\$7,976	\$12.57	0.000	\$3.91	\$32	\$8,008
200,000	299,999	\$3,281	\$12.57	0.000	\$3.91	\$13	\$3,294	
300,000	399,999	\$1,396	\$12.57	0.000	\$3.91	\$6	\$1,402	
400,000	499,999	\$510	\$12.57	0.000	\$3.91	\$2	\$512	
500,000	599,999	\$110	\$12.57	0.000	\$3.91	\$0	\$110	
600,000	699,999	\$0	\$12.57	0.000	\$3.91	\$0	\$0	
Rural Residential, Irr, Water Only	0	999	\$10,615	\$18.86	0.000	\$5.87	\$250	\$10,866
	1,000	1,999	\$53,768	\$18.86	0.000	\$5.87	\$260	\$54,029
	2,000	2,999	\$60,558	\$18.86	0.000	\$5.87	\$270	\$60,828
	3,000	3,999	\$56,461	\$18.86	0.000	\$5.87	\$241	\$56,702
	4,000	4,999	\$46,031	\$18.86	0.000	\$5.87	\$192	\$46,223
	5,000	5,999	\$33,440	\$18.86	0.000	\$5.87	\$140	\$33,581
	6,000	6,999	\$24,735	\$18.86	0.000	\$5.87	\$104	\$24,838
	7,000	7,999	\$17,057	\$18.86	0.000	\$5.87	\$73	\$17,130
	8,000	8,999	\$12,804	\$18.86	0.000	\$5.87	\$55	\$12,860
	9,000	9,999	\$9,461	\$18.86	0.000	\$5.87	\$42	\$9,502
	10,000	19,999	\$35,981	\$18.86	0.000	\$5.87	\$168	\$36,149
	20,000	29,999	\$11,223	\$18.86	0.000	\$5.87	\$55	\$11,278
	30,000	39,999	\$4,622	\$18.86	0.000	\$5.87	\$23	\$4,645
	40,000	49,999	\$2,221	\$18.86	0.000	\$5.87	\$11	\$2,233
	50,000	59,999	\$1,329	\$18.86	0.000	\$5.87	\$7	\$1,336
	60,000	69,999	\$797	\$18.86	0.000	\$5.87	\$4	\$801
	70,000	79,999	\$664	\$18.86	0.000	\$5.87	\$4	\$667
80,000	89,999	\$434	\$18.86	0.000	\$5.87	\$2	\$436	
90,000	99,999	\$323	\$18.86	0.000	\$5.87	\$2	\$325	
100,000	199,999	\$1,201	\$18.86	0.000	\$5.87	\$7	\$1,207	
200,000	299,999	\$268	\$18.86	0.000	\$5.87	\$1	\$270	
300,000	399,999	\$0	\$18.86	0.000	\$5.87	\$0	\$0	

Table 10 - Initial Rate Adjustments and Resulting Revenues

Customer Class, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Sales This Year at Current Rates	Basic Minimum Charge	New Usage Allowance in 1,000s	New Unit Charge per 1,000 Gallons	Sales This Year at Modeled Rates	Total "Blended" Sales This Year	
Rural Commercial, Irr, Water Only	0	999	\$513	\$18.86	0.000	\$5.87	\$5	\$517	
	1,000	1,999	\$997	\$18.86	0.000	\$5.87	\$4	\$1,001	
	2,000	2,999	\$847	\$18.86	0.000	\$5.87	\$4	\$850	
	3,000	3,999	\$546	\$18.86	0.000	\$5.87	\$2	\$548	
	4,000	4,999	\$266	\$18.86	0.000	\$5.87	\$1	\$268	
	5,000	5,999	\$307	\$18.86	0.000	\$5.87	\$1	\$308	
	6,000	6,999	\$275	\$18.86	0.000	\$5.87	\$1	\$276	
	7,000	7,999	\$270	\$18.86	0.000	\$5.87	\$1	\$271	
	8,000	8,999	\$323	\$18.86	0.000	\$5.87	\$1	\$325	
	9,000	9,999	\$225	\$18.86	0.000	\$5.87	\$1	\$226	
	10,000	19,999	\$880	\$18.86	0.000	\$5.87	\$4	\$884	
	20,000	29,999	\$202	\$18.86	0.000	\$5.87	\$1	\$203	
	30,000	39,999	\$85	\$18.86	0.000	\$5.87	\$0	\$85	
	40,000	49,999	\$64	\$18.86	0.000	\$5.87	\$0	\$64	
	50,000	59,999	\$28	\$18.86	0.000	\$5.87	\$0	\$28	
	60,000	69,999	\$28	\$18.86	0.000	\$5.87	\$0	\$28	
	70,000	79,999	\$28	\$18.86	0.000	\$5.87	\$0	\$28	
	80,000	89,999	\$28	\$18.86	0.000	\$5.87	\$0	\$28	
90,000	99,999	\$21	\$18.86	0.000	\$5.87	\$0	\$21		
100,000	199,999	\$0	\$18.86	0.000	\$5.87	\$0	\$0		
No Charge ("Zero")	0	999	\$0	\$0.00	0.000	\$0.00	\$0	\$0	
	800,000	800,001	\$0	\$0.00	0.000	\$0.00	\$0	\$0	
Total Rate Revenue at Current Rates			\$1,117,298	Total Rate Revenue at Modeled Rates			\$4,548		
								Total Blended Rate Revenues for the Year	\$1,121,846

Table 17 - Financial Capacity Indicators and Reserves Willard, MO, Water Rates Model 2024-3

This table depicts the affordability of future rates, the financial health of the system and the ending balances in various (assumed) accounts for the test year and the next 10 years.

	Test Year	0 Year	1st Year	2nd Year	3rd Year	4th Year	5th Year	6th Year	7th Year	8th Year	9th Year	10th Year	
	Starting	Starting	Starting	Starting	Starting	Starting	Starting	Starting	Starting	Starting	Starting	Starting	
Capacity Indicators	1/1/23	1/1/24	1/1/25	1/1/26	1/1/27	1/1/28	1/1/29	1/1/30	1/1/31	1/1/32	1/1/33	1/1/34	
Customary Affordability Index	Monthly Bill for a 5,000 gal per Month, Small Meter Residential Customer	\$26.72	\$32.12	\$33.41	\$34.74	\$36.13	\$37.58	\$39.08	\$40.65	\$42.27	\$43.96	\$45.72	\$47.55
	AMHI Within Service Area	\$79,951	\$83,360	\$86,914	\$90,621	\$94,485	\$98,514	\$102,714	\$107,094	\$111,661	\$116,422	\$121,387	\$126,563
	Affordability Index:												
	Current Rates First Column, Modeled Rates After That	0.40%	0.46%	0.46%	0.46%	0.46%	0.46%	0.46%	0.46%	0.45%	0.45%	0.45%	0.45%
	National Average Affordability Index: Commonly Accepted but Not Statistically Verifiable	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
Affordability Index (AI) goes to the willingness and ability of customers to pay. AI is the cost of 60,000 gallons of residential service per year (5,000 gallons per month) divided by the Annual Median Household Income (AMHI) in the service area (gleaned from Census data or a survey). Rates near 1.0% are common in the U.S. and are generally considered affordable. Most grant agencies will decline to award grants if the AI is less than 1.5 to 2.0%, unless other eligibility criteria considered along with the AI make an applicant eligible.													
Low-income, Low-volume "Affordability Index"	Monthly Bill for a 2,000 gal per Month, Low-income Residential Customer	\$18.14	\$20.39	\$21.21	\$22.06	\$22.94	\$23.86	\$24.81	\$25.80	\$26.84	\$27.91	\$29.03	\$30.19
	Income at One-half the AMHI and Rising at One-half the Rate Above	\$39,975	\$40,828	\$41,698	\$42,587	\$43,495	\$44,422	\$45,370	\$46,337	\$47,325	\$48,334	\$49,364	\$50,417
	Affordability for Low-income, Low-volume:												
Current Rates First Column, Modeled Rates After That	0.54%	0.60%	0.61%	0.62%	0.63%	0.64%	0.66%	0.67%	0.68%	0.69%	0.71%	0.72%	
This additional indicator of affordability assumes a residential customer with income at one-half the median household income above, that income is growing at one-half the rate of the median household income and the customer uses 2,000 gallons per month. Such a customer is likely either a minimum wage or near-minimum wage worker, or is retired and living only on Social Security benefits. Such customers are more commonly the "slow pays" and "no pays" compared to others, so this indicator goes to the "business sense" of the rates modeled here. In other words, raise this customer's bill too much and they are more likely to pay late or not pay.													
Estimated Operating Ratio: Current Rates First Column, Modeled Rates After That	1.00	1.00	1.50	1.52	1.51	1.54	1.47	1.54	1.57	1.58	1.57	1.59	
Operating ratio (OR) is a measure of the utility's ability to pay its operating expenses using only current incomes. A 1.0 OR is break even. Below 1.0 indicates operating in the "red." Generally, the OR should be at least 1.15 for large systems, 1.30 or more for medium-sized systems and perhaps as high as 2.0 for small systems. Note: If the utility has or will have reserves (below,) it has more ability to pay its operating costs than this calculation of OR implies.													
Estimated Coverage Ratio: Current Rates First Column, Modeled Rates After That	0.00	0.00	0.00	0.25	0.18	0.21	0.00	0.14	0.23	0.28	0.28	0.37	
Coverage Ratio (CR) goes to the ability of the utility to pay its debt payments out of current incomes. CR applies only to years with debt service. A "N.A." above indicates there was not, or in a future year there will not be debt during that year. 1.0 is break even - just enough net revenue to pay debt. Generally, the CR should be at least 1.25. Note: If the utility has or will have other available reserves (shown below,) it has more ability to make debt payments than the CR implies. That is covered by the Alternative Coverage Ratio that follows next.													
Alternative Coverage Ratio: Current Rates First Column, Modeled Rates After That	15.78	14.46	10.18	10.22	11.19	5.19	3.24	3.19	3.47	3.54	3.69	4.36	
This Alternative Coverage Ratio (ACR) is based on the same notion as the classic coverage ratio above, except it includes reserves that are available to pay debt service. With the classic CR, a utility could build reserves early on with current net revenues, but then future rates may not be high enough to show a strong CR. The classic CR could even go negative. But in reality, the utility could have quite strong reserves with which to pay debt. Thus, the Alternative Coverage Ratio can be a better indicator of a utility's true ability to pay debt.													
Reserves	Balance Ending on 12/31/22	Balance Ending on 12/31/23	Balance Ending on 12/31/24	Balance Ending on 12/31/25	Balance Ending on 12/31/26	Balance Ending on 12/31/27	Balance Ending on 12/31/28	Balance Ending on 12/31/29	Balance Ending on 12/31/30	Balance Ending on 12/31/31	Balance Ending on 12/31/32	Balance Ending on 12/31/33	Balance Ending on 12/31/34
	Cash and Cash Equivalents	\$1,558,518	\$599,112	\$584,345	\$594,211	\$618,247	\$649,953	\$668,650	\$733,729	\$733,377	\$756,366	\$786,022	\$826,105
Other Liquid Assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Undedicated Cash Assets	\$1,558,518	\$599,112	\$584,345	\$594,211	\$618,247	\$649,953	\$668,650	\$733,729	\$733,377	\$756,366	\$786,022	\$826,105	\$853,765
Total Cash Assets Discounted for Inflation (Future Unrestricted Purchasing Power)	\$1,558,518	\$599,112	\$584,345	\$576,384	\$581,708	\$593,194	\$591,951	\$630,078	\$610,882	\$611,131	\$616,039	\$628,031	\$649,058
Repair & Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt and CIP Reserves	\$0	\$861,750	\$439,889	\$429,640	\$496,386	\$732,850	\$730,601	\$644,836	\$766,271	\$772,508	\$809,077	\$1,056,440	\$1,216,712
Sum of All Reserves	\$1,558,518	\$1,460,862	\$1,024,234	\$1,023,850	\$1,114,633	\$1,382,803	\$1,399,251	\$1,378,564	\$1,499,648	\$1,528,874	\$1,595,098	\$1,882,545	\$2,070,477

**Table 18 - Bills Before and After Rate Adjustments
Willard, MO, Water Rates Model 2024-3**

The modeled rates will generate 48.6% more revenue per year than the rates at the end of the test year.

However, due to rate restructuring, individual bills would change as shown in the following table. Note: The actual rates to adopt or consider are included in the narrative report.

Customer, Rate Class or Meter Size	Gallons of Use	Customers Using at Least This Volume But Not the Next	Customers Using This Volume or Less	Bill at Now Current Rates	Bill at Modeled Rates	Modeled Bill Increase or Decrease (-)	Modeled Bill Percentage Increase or Decrease (-)
In-City Res, Irr, Water Only	0	142	142	\$15.28	\$12.57	-\$2.71	-18%
	1,000	283	425	\$15.28	\$16.48	\$1.20	8%
	2,000	397	822	\$18.14	\$20.39	\$2.25	12%
	3,000	408	1,230	\$21.00	\$24.30	\$3.30	16%
	4,000	338	1,567	\$23.86	\$28.21	\$4.35	18%
	5,000	248	1,816	\$26.72	\$32.12	\$5.40	20%
	6,000	162	1,977	\$29.58	\$36.03	\$6.45	22%
	7,000	110	2,087	\$32.44	\$39.94	\$7.50	23%
	8,000	64	2,152	\$35.30	\$43.85	\$8.55	24%
	9,000	51	2,202	\$38.16	\$47.76	\$9.60	25%
	10,000	121	2,323	\$41.02	\$51.67	\$10.65	26%
	20,000	16	2,339	\$69.62	\$90.77	\$21.15	30%
	30,000	5	2,344	\$98.22	\$129.87	\$31.65	32%
	40,000	2	2,346	\$126.82	\$168.97	\$42.15	33%
	50,000	1	2,347	\$155.42	\$208.07	\$52.65	34%
	60,000	0	2,348	\$184.02	\$247.17	\$63.15	34%
	70,000	0	2,348	\$212.62	\$286.27	\$73.65	35%
80,000	0	2,348	\$241.22	\$325.37	\$84.15	35%	
90,000	0	2,348	\$269.82	\$364.47	\$94.65	35%	
100,000	1	2,349	\$298.42	\$403.57	\$105.15	35%	
200,000	0	2,349	\$584.42	\$794.57	\$210.15	36%	
In-City Commercial, Irr, Water Only	0	59	59	\$15.28	\$12.57	-\$2.71	-18%
	1,000	30	89	\$15.28	\$16.48	\$1.20	8%
	2,000	13	102	\$18.14	\$20.39	\$2.25	12%
	3,000	9	111	\$21.00	\$24.30	\$3.30	16%
	4,000	6	117	\$23.86	\$28.21	\$4.35	18%
	5,000	5	122	\$26.72	\$32.12	\$5.40	20%
	6,000	3	125	\$29.58	\$36.03	\$6.45	22%
	7,000	2	127	\$32.44	\$39.94	\$7.50	23%
	8,000	3	131	\$35.30	\$43.85	\$8.55	24%
	9,000	3	133	\$38.16	\$47.76	\$9.60	25%
	10,000	11	144	\$41.02	\$51.67	\$10.65	26%
	20,000	7	152	\$69.62	\$90.77	\$21.15	30%
	30,000	5	157	\$98.22	\$129.87	\$31.65	32%
	40,000	5	162	\$126.82	\$168.97	\$42.15	33%
	50,000	2	164	\$155.42	\$208.07	\$52.65	34%
	60,000	2	167	\$184.02	\$247.17	\$63.15	34%
	70,000	1	168	\$212.62	\$286.27	\$73.65	35%
80,000	1	169	\$241.22	\$325.37	\$84.15	35%	
90,000	1	170	\$269.82	\$364.47	\$94.65	35%	
100,000	3	172	\$298.42	\$403.57	\$105.15	35%	
200,000	1	173	\$584.42	\$794.57	\$210.15	36%	
300,000	0	173	\$870.42	\$1,185.57	\$315.15	36%	

Table 18 - Bills Before and After Rate Adjustments

Customer, Rate Class or Meter Size	Gallons of Use	Customers Using at Least This Volume But Not the Next	Customers Using This Volume or Less	Bill at Now Current Rates	Bill at Modeled Rates	Modeled Bill Increase or Decrease (-)	Modeled Bill Percentage Increase or Decrease (-)
Rural Residential, Irr, Water Only	0	59	59	\$16.63	\$18.86	\$2.23	13%
	1,000	109	167	\$16.63	\$24.72	\$8.09	49%
	2,000	180	347	\$19.75	\$30.59	\$10.84	55%
	3,000	194	541	\$22.87	\$36.45	\$13.58	59%
	4,000	168	709	\$25.99	\$42.32	\$16.33	63%
	5,000	121	829	\$29.11	\$48.18	\$19.07	66%
	6,000	89	919	\$32.23	\$54.05	\$21.82	68%
	7,000	58	976	\$35.35	\$59.91	\$24.56	69%
	8,000	42	1,019	\$38.47	\$65.78	\$27.31	71%
	9,000	29	1,048	\$41.59	\$71.64	\$30.05	72%
	10,000	87	1,135	\$44.71	\$77.51	\$32.80	73%
	20,000	21	1,156	\$75.91	\$136.16	\$60.25	79%
	30,000	8	1,164	\$107.11	\$194.81	\$87.70	82%
	40,000	3	1,167	\$138.31	\$253.46	\$115.15	83%
	50,000	2	1,168	\$169.51	\$312.11	\$142.60	84%
	60,000	1	1,169	\$200.71	\$370.76	\$170.05	85%
	70,000	1	1,170	\$231.91	\$429.41	\$197.50	85%
	80,000	0	1,170	\$263.11	\$488.06	\$224.95	85%
	90,000	0	1,170	\$294.31	\$546.71	\$252.40	86%
	100,000	1	1,171	\$325.51	\$605.36	\$279.85	86%
200,000	0	1,171	\$637.51	\$1,191.86	\$554.35	87%	
Rural Commercial, Irr, Water Only	0	3	3	\$16.63	\$18.86	\$2.23	13%
	1,000	3	6	\$16.63	\$24.72	\$8.09	49%
	2,000	3	9	\$19.75	\$30.59	\$10.84	55%
	3,000	2	11	\$22.87	\$36.45	\$13.58	59%
	4,000	0	11	\$25.99	\$42.32	\$16.33	63%
	5,000	1	12	\$29.11	\$48.18	\$19.07	66%
	6,000	1	12	\$32.23	\$54.05	\$21.82	68%
	7,000	1	13	\$35.35	\$59.91	\$24.56	69%
	8,000	1	14	\$38.47	\$65.78	\$27.31	71%
	9,000	1	15	\$41.59	\$71.64	\$30.05	72%
	10,000	3	17	\$44.71	\$77.51	\$32.80	73%
20,000	0	18	\$75.91	\$136.16	\$60.25	79%	
No Charge ("Zero")	0	2	2	\$0.00	\$0.00	\$0.00	N.A.
	1,000	1	3	\$0.00	\$0.00	\$0.00	N.A.
	2,000	1	4	\$0.00	\$0.00	\$0.00	N.A.
	3,000	1	5	\$0.00	\$0.00	\$0.00	N.A.
	4,000	0	5	\$0.00	\$0.00	\$0.00	N.A.
	5,000	0	5	\$0.00	\$0.00	\$0.00	N.A.
	6,000	0	5	\$0.00	\$0.00	\$0.00	N.A.
	7,000	0	6	\$0.00	\$0.00	\$0.00	N.A.
	8,000	1	6	\$0.00	\$0.00	\$0.00	N.A.
	9,000	0	6	\$0.00	\$0.00	\$0.00	N.A.
	10,000	1	7	\$0.00	\$0.00	\$0.00	N.A.
	20,000	0	7	\$0.00	\$0.00	\$0.00	N.A.
	30,000	0	8	\$0.00	\$0.00	\$0.00	N.A.
800,000	0	8	\$0.00	\$0.00	\$0.00	N.A.	

Chart 1 - Operating Ratio

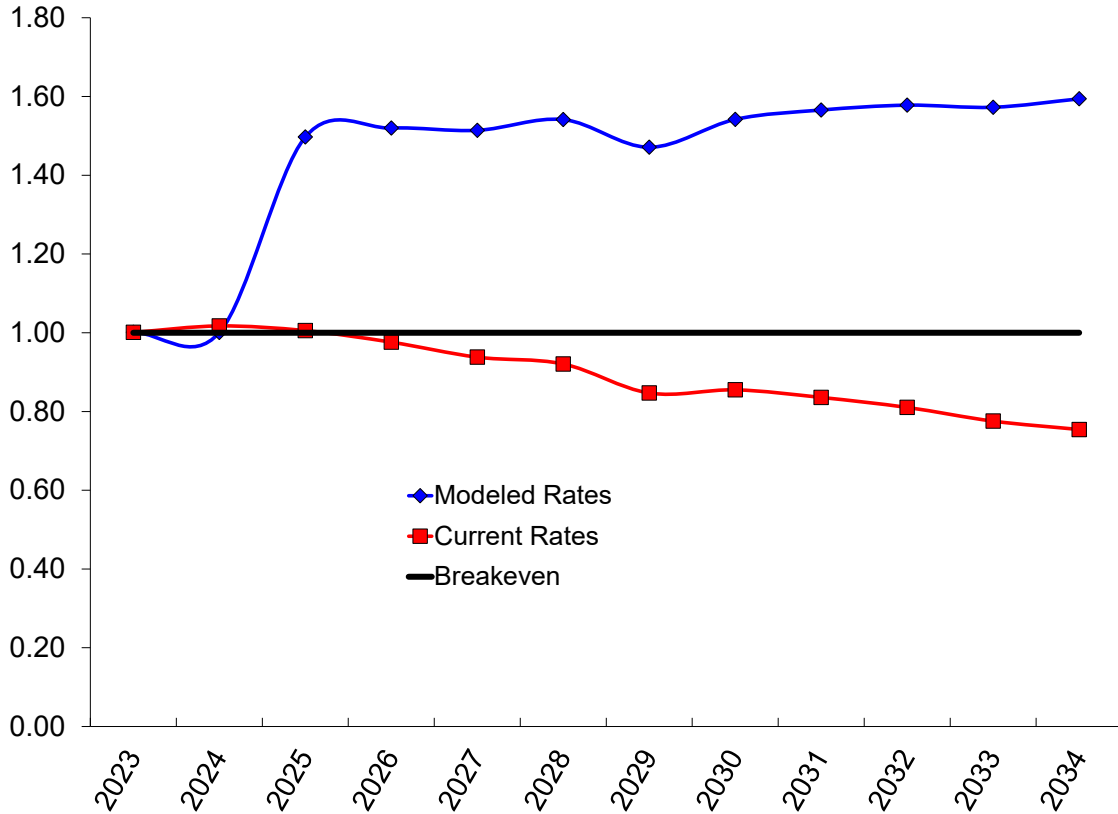


Chart 2 - Coverage Ratio

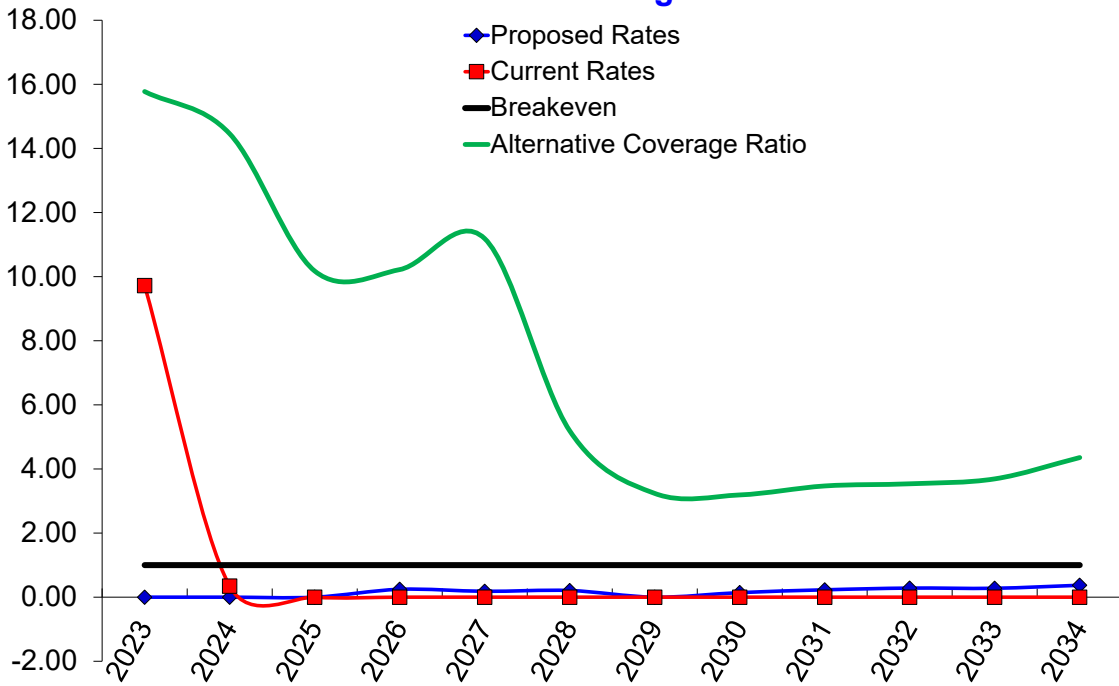


Chart 3 - Residential Users' Bills

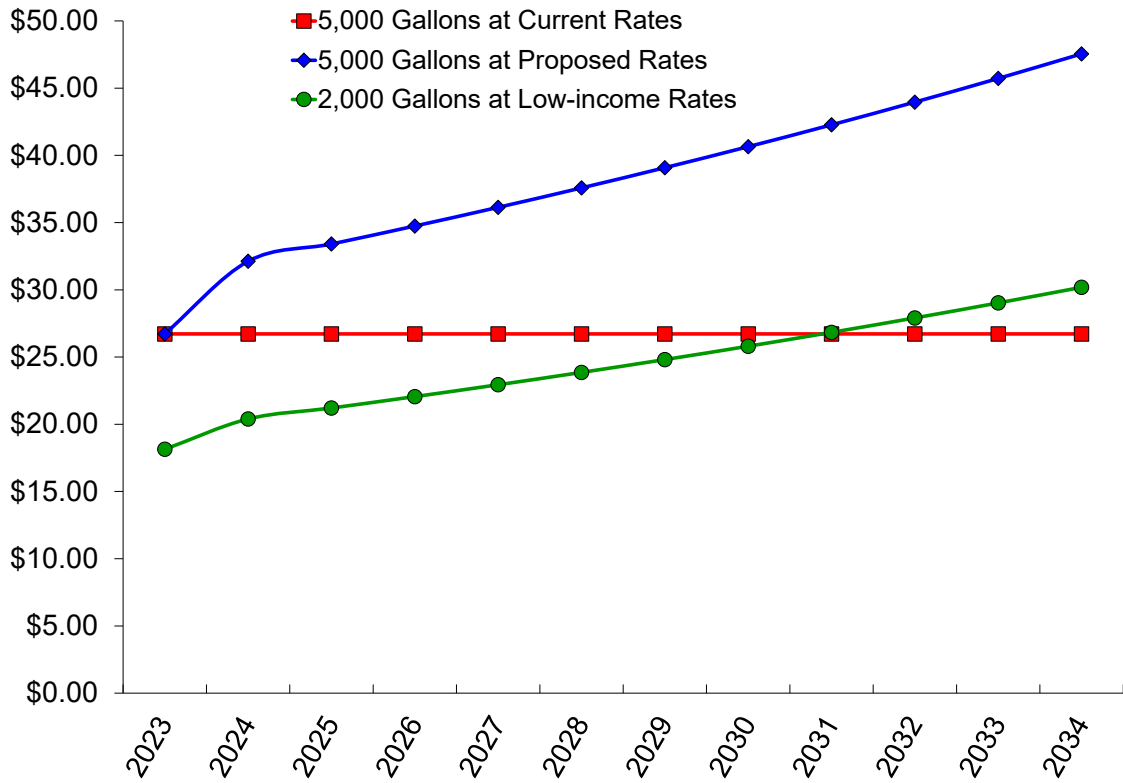


Chart 4 - Affordability

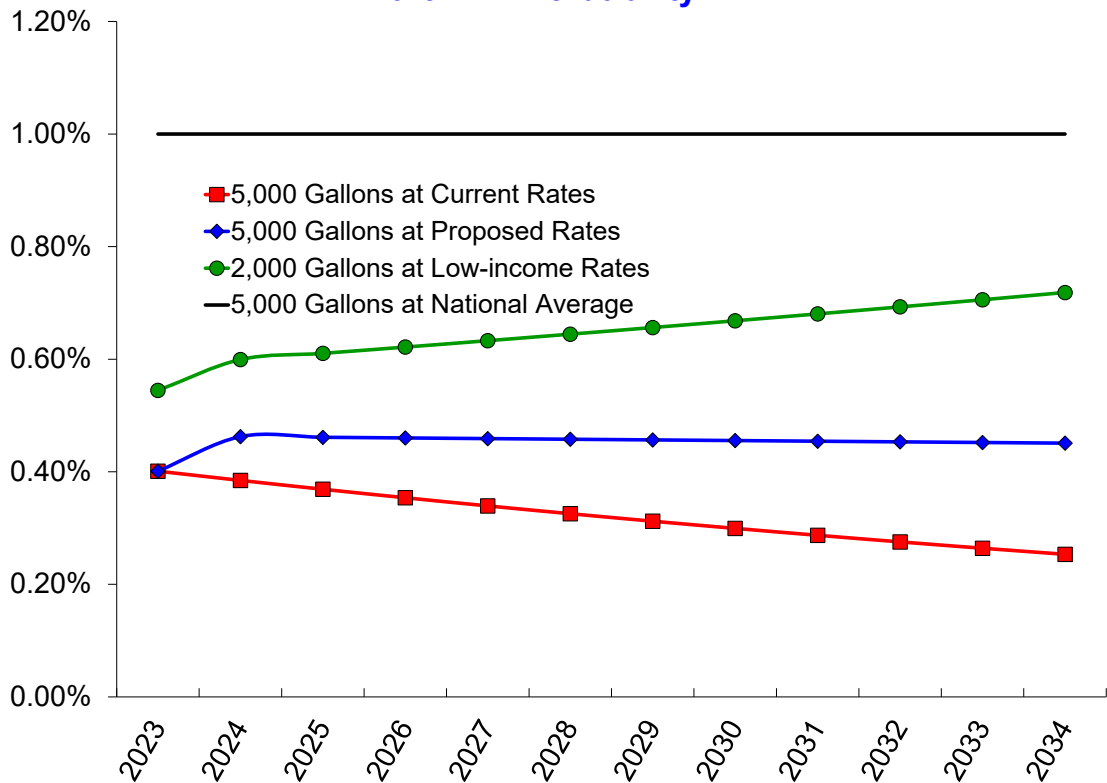


Chart 5 - Working Capital vs Goal

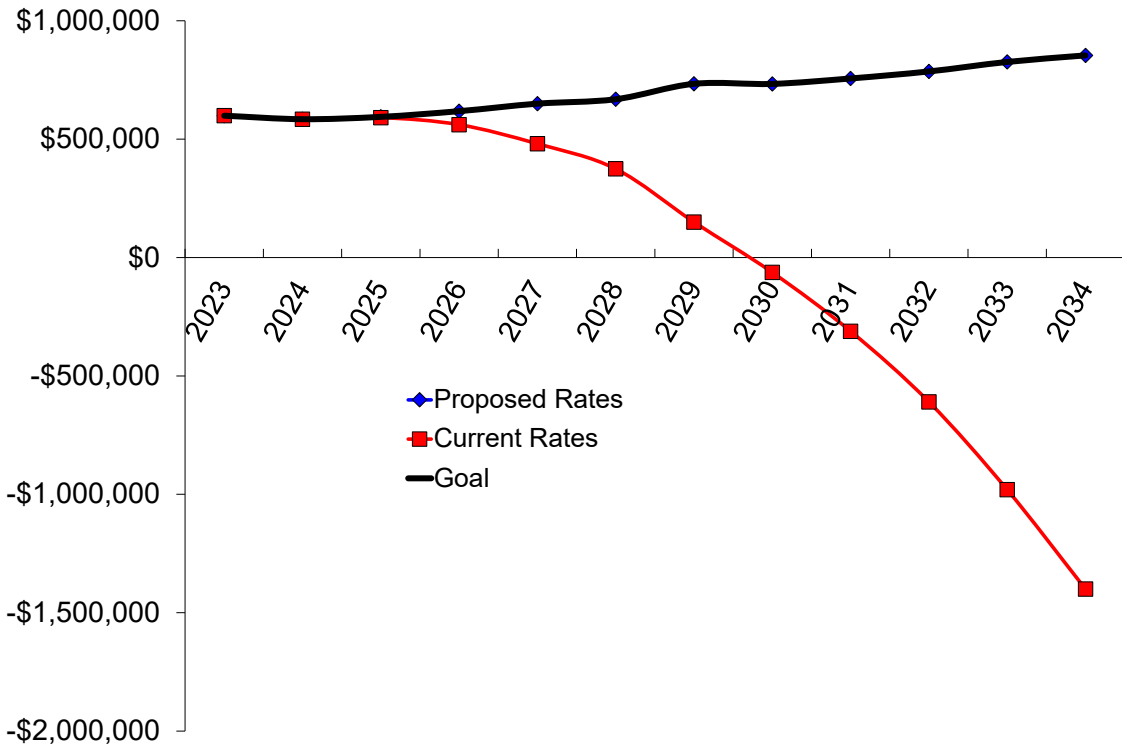


Chart 6 - Value of Cash Assets Before Inflation

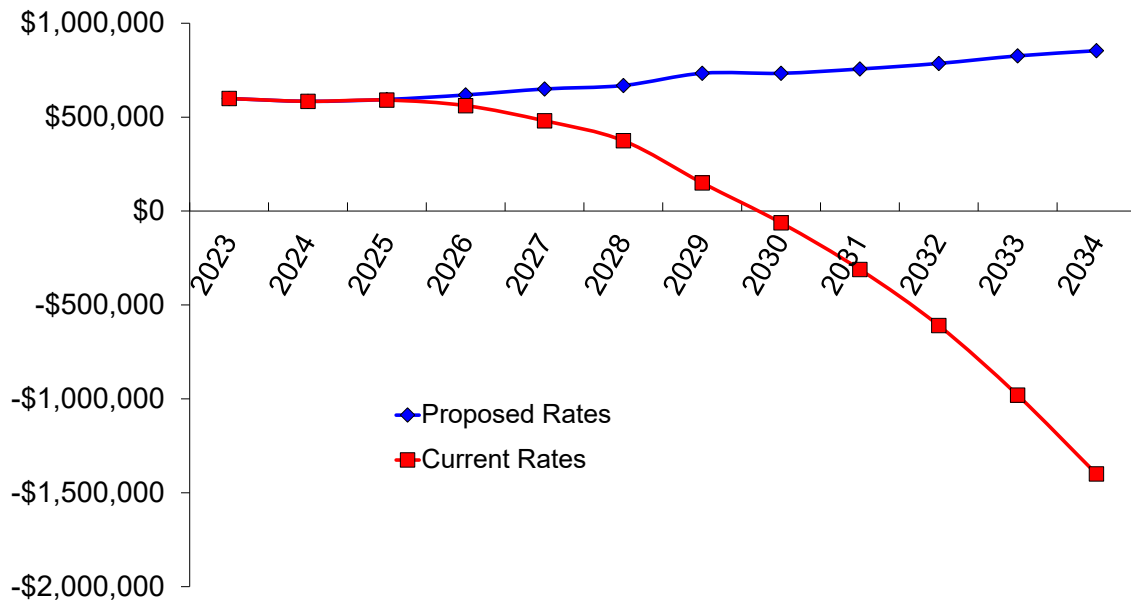


Chart 7 - Value of Cash Assets After Inflation

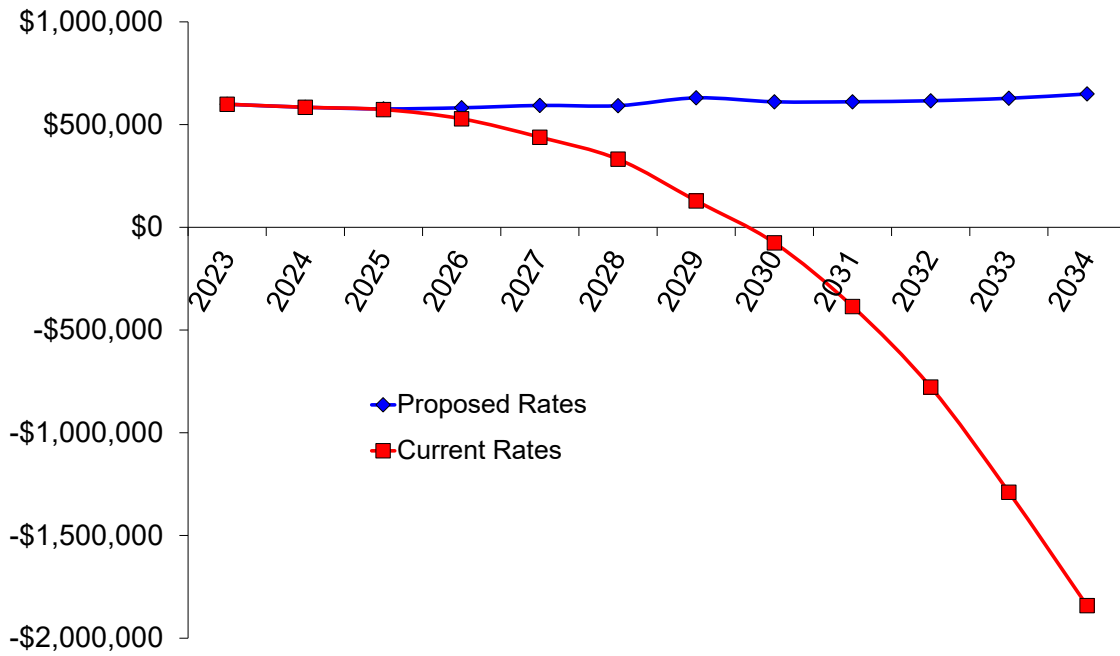
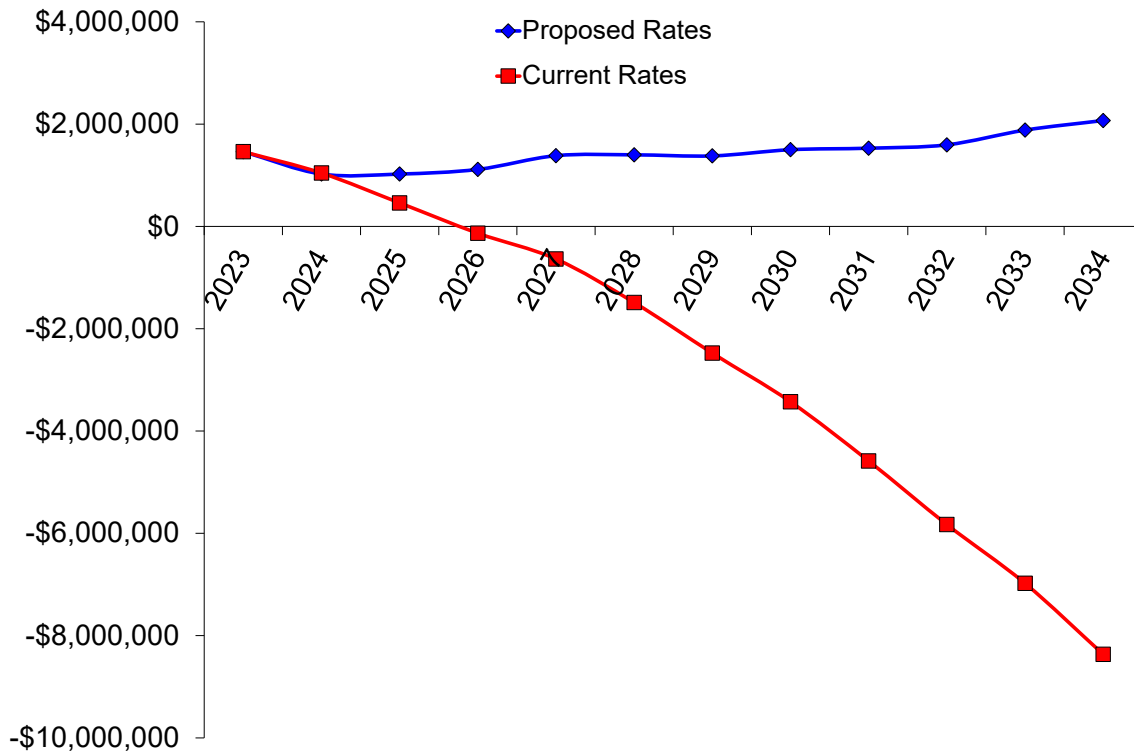


Chart 8 - Sum of All Reserves



Willard, MO, Sewer Rates Model 2024-3

This model calculated cost-to-serve rates, with level minimum and unit charges for in-City customers, and out-of-City rates in the same structure, but higher due to higher costs to serve outside of the City.

September 19, 2024

This rate analysis model was produced by

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Note: This document is a print out of the spreadsheet model used to calculate new user charge and other rates and fees for the next 10 years. These calculations are complex and are based upon many conditions and assumptions. These issues, and others, are described in a narrative report that accompanies this model.

Table 1 - Rates

Willard, MO, Sewer Rates Model 2024-3

If we received the now current rates for the utility, the current rates are in this table. Otherwise, these rates were in effect at the end of the test year. If a volume range was left out of the table, rest assured, it is in the Model. We just hid some volume ranges to make the table and report shorter. In such cases, the unit charge that applies to next lowest volume range also applies to the hidden volume ranges.

Test Year Ending and (Assumed) Current Rates

Customer Type, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Use Within Each Range in 1,000 Gallons	Billing Cycle Minimum Charge	Usage Allowance in 1,000s	Unit Charge per 1,000 Gallons
In-City Residential	0	999	0.999	\$26.21	0.000	\$5.85
	1,000	1,999	0.865	\$26.21	0.000	\$5.85
	2,000	2,999	0.774	\$26.21	0.000	\$5.85
	3,000	3,999	0.640	\$26.21	0.000	\$5.85
	4,000	4,999	0.557	\$26.21	0.000	\$5.85
	5,000	5,999	0.575	\$26.21	0.000	\$5.85
	10,000	19,999	2.488	\$26.21	0.000	\$5.85
	800,000	800,001	0.000	\$26.21	0.000	\$5.85
In-City Commercial	0	999	0.732	\$26.21	0.000	\$5.85
	1,000	1,999	0.711	\$26.21	0.000	\$5.85
	2,000	2,999	0.830	\$26.21	0.000	\$5.85
	3,000	3,999	0.873	\$26.21	0.000	\$5.85
	4,000	4,999	0.902	\$26.21	0.000	\$5.85
	5,000	5,999	0.902	\$26.21	0.000	\$5.85
	10,000	19,999	8.492	\$26.21	0.000	\$5.85
	800,000	800,001	0.000	\$26.21	0.000	\$5.85
Rural Residential	0	999	1.000	\$28.52	0.000	\$6.36
	1,000	1,999	0.843	\$28.52	0.000	\$6.36
	2,000	2,999	0.736	\$28.52	0.000	\$6.36
	3,000	3,999	0.573	\$28.52	0.000	\$6.36
	4,000	4,999	0.568	\$28.52	0.000	\$6.36
	5,000	5,999	0.573	\$28.52	0.000	\$6.36
	10,000	19,999	2.778	\$28.52	0.000	\$6.36
	800,000	800,001	0.000	\$28.52	0.000	\$6.36
Rural Commercial	0	999	1.000	\$36.47	0.000	\$6.36
	1,000	1,999	0.750	\$36.47	0.000	\$6.36
	2,000	2,999	0.889	\$36.47	0.000	\$6.36
	3,000	3,999	1.000	\$36.47	0.000	\$6.36
	4,000	4,999	1.000	\$36.47	0.000	\$6.36
	5,000	5,999	1.000	\$36.47	0.000	\$6.36
	10,000	19,999	5.667	\$36.47	0.000	\$6.36
	800,000	800,000	0.000	\$36.47	0.000	\$6.36

Table 2 - Test Year Usage

Willard, MO, Sewer Rates Model 2024-3

This table shows usage by all customers during the test year.

Residential meter readings per year: 12

Test year = the one-year period being analyzed starts: 1/1/2023

Other customer readings per year: 12

Date this model created: 7/3/2024

Bills per year: 12

Customer, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Use in Each Range in Gallons	# of Customers That "Maxed Out" in Each Range	% of Customers That "Maxed Out" in Each Range	% of Total Use in Each Range
In-City Residential	0	999	24,005,005	3	0.1%	0.0%
	1,000	1,999	20,767,000	270	11.1%	2.8%
	2,000	2,999	16,074,259	391	16.1%	8.1%
	3,000	3,999	10,294,000	482	19.8%	14.9%
	4,000	4,999	5,732,000	380	15.7%	15.7%
	5,000	5,999	3,298,000	203	8.4%	10.5%
	6,000	6,999	1,776,000	127	5.2%	7.9%
	7,000	7,999	842,000	78	3.2%	5.6%
	8,000	8,999	501,000	28	1.2%	2.4%
	9,000	9,999	379,000	10	0.4%	0.9%
	10,000	19,999	943,000	30	1.2%	3.8%
	20,000	29,999	34,000	1	0.1%	0.3%
	30,000	39,999	0	0	0.0%	0.0%
				84,645,264	2,003	82.5%
In-City Commercial	0	999	1,205,000	37	1.5%	0.0%
	1,000	1,999	857,000	29	1.2%	0.3%
	2,000	2,999	711,000	12	0.5%	0.3%
	3,000	3,999	621,000	8	0.3%	0.2%
	4,000	4,999	560,000	5	0.2%	0.2%
	5,000	5,999	505,000	5	0.2%	0.2%
	6,000	6,999	476,000	2	0.1%	0.2%
	7,000	7,999	450,000	2	0.1%	0.2%
	8,000	8,999	422,000	2	0.1%	0.2%
	9,000	9,999	398,000	2	0.1%	0.2%
	10,000	19,999	3,380,000	10	0.4%	1.4%
	20,000	29,999	2,380,000	7	0.3%	1.8%
	30,000	39,999	1,636,000	5	0.2%	1.9%
	40,000	49,999	1,091,000	5	0.2%	2.3%
	50,000	59,999	659,000	2	0.1%	1.1%
	60,000	69,999	486,000	1	0.1%	0.9%
	70,000	79,999	334,000	1	0.0%	0.6%
80,000	89,999	303,000	0	0.0%	0.1%	
90,000	99,999	282,000	0	0.0%	0.4%	
100,000	199,999	1,412,000	1	0.1%	2.0%	
200,000	299,999	497,000	0	0.0%	1.0%	
			19,009,000	137	5.6%	16.4%

Table 2 - Test Year Usage

Customer, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Use in Each Range in Gallons	# of Customers That "Maxed Out" in Each Range	% of Customers That "Maxed Out" in Each Range	% of Total Use in Each Range
Rural Residential	0	999	3,321,000	0	0.0%	0.0%
	1,000	1,999	2,798,000	44	1.8%	0.5%
	2,000	2,999	2,059,000	62	2.5%	1.3%
	3,000	3,999	1,180,000	73	3.0%	2.3%
	4,000	4,999	670,000	43	1.8%	1.8%
	5,000	5,999	384,000	24	1.0%	1.2%
	6,000	6,999	196,000	16	0.6%	1.0%
	7,000	7,999	86,000	9	0.4%	0.7%
	8,000	8,999	48,000	3	0.1%	0.3%
	9,000	9,999	36,000	1	0.0%	0.1%
	10,000	19,999	100,000	2	0.1%	0.2%
	20,000	29,999	20,000	1	0.0%	0.2%
	30,000	39,999	0	0	0.0%	0.0%
			10,898,000	277	11.4%	9.4%
Rural Commercial	0	999	36,000	0	0.0%	0.0%
	1,000	1,999	27,000	1	0.0%	0.0%
	2,000	2,999	24,000	0	0.0%	0.0%
	3,000	3,999	24,000	0	0.0%	0.0%
	4,000	4,999	24,000	0	0.0%	0.0%
	5,000	5,999	24,000	0	0.0%	0.0%
	6,000	6,999	22,000	0	0.0%	0.0%
	7,000	7,999	18,000	0	0.0%	0.0%
	8,000	8,999	14,000	0	0.0%	0.0%
	9,000	9,999	12,000	0	0.0%	0.0%
	10,000	19,999	68,000	1	0.0%	0.1%
	20,000	29,999	8,000	0	0.0%	0.0%
	30,000	39,999	0	0	0.0%	0.0%
			301,000	3	0.1%	0.3%
Grand Totals:			115,974,264	2,428	100%	100%

Table 3 - Operating Incomes and Basic User Data Willard, MO, Sewer Rates Model 2024-3

This table depicts user statistics, customer growth, and system incomes and across the board "inflationary" style rate increases through the 10th year.

Annual Median Household Income (AMHI)

\$76,681	Census Bureau estimate of AMHI for the year 2022
\$39,565	Census Bureau estimate of AMHI for the year 2000
\$37,116	AMHI growth during this time period
4.26%	Simple annual income growth rate during this time period (used to project future household incomes)

Test Year Growth of Customer Base and Average Tap Fee Paid per Connection

36	Number new Sewer connections made during test year
\$1,240	Average Sewer tap or installation fee assessed during the test year

This model is programmed for rates to be reset in the "Analysis Year," also called the "0 Year" column below (heading highlighted blue). Revenues will be collected at the now-current rates for the first part of the analysis year and the modeled rates for the last part of the analysis year. Thus, the revenues shown that column of the table are "blended" revenues; part collected at the old rates and part collected at the new rates. It was then assumed that all rate adjustments made after the initial (major) adjustment will be done annually on approximately the anniversary of the first adjustment. If rates will not be adjusted during the "0 Year," an adjustment (normally a revenue reduction) was calculated below to account for the late start in making the first adjustments.

Basic User (Customer) Data

	Inflation/ Deflation (-) Factor	Analysis Year		Years Following the Analysis Year (for Which Results Have Been Projected)									
		Test Year	0 Year	1st Year	2nd Year	3rd Year	4th Year	5th Year	6th Year	7th Year	8th Year	9th Year	10th Year
		Starting 1/1/23	Starting 1/1/24	Starting 1/1/25	Starting 1/1/26	Starting 1/1/27	Starting 1/1/28	Starting 1/1/29	Starting 1/1/30	Starting 1/1/31	Starting 1/1/32	Starting 1/1/33	Starting 1/1/34
Rate Increases Projected for Future Years	N.A.	N.A.	N.A.		4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%
The row above shows the rate at which user charge fees should be increased for each year beyond the initial rate adjustment year. Unless stated otherwise, these should be across-the-board increases to all rates and fees and that should continue until a new rate analysis is done.													
Average Number of Customers	N.A.	2,428	2,465	2,501	2,537	2,574	2,610	2,646	2,683	2,719	2,756	2,792	2,828
Customers Added or Lost (-) Each Year	N.A.	36.4	36.4	36.4	36.4	36.4	36.4	36.4	36.4	36.4	36.4	36.4	36.4
Customer Growth or Loss (-) Rate	N.A.	1.50%	1.48%	1.45%	1.43%	1.41%	1.39%	1.37%	1.36%	1.34%	1.32%	1.30%	1.29%
Test Year (Actual) and Projected Future Years' Sales, in Gallons	N.A.	115,974,264	117,711,420	119,448,577	121,185,733	122,922,889	124,660,045	126,397,202	128,134,358	129,871,514	131,608,671	133,345,827	135,082,983

Calculated User Charge Fees, Accounting for New Customers and Future Rate Increases Over the Years

Actual or Calculated Sales Revenues	\$1,456,296	\$1,458,339	\$2,292,235	\$2,418,595	\$2,551,395	\$2,690,950	\$2,837,586	\$2,991,648	\$3,153,495	\$3,323,503	\$3,502,067	\$3,689,597
Additional Sales Revenues From New Customers		\$59	\$33,336	\$34,670	\$36,057	\$37,499	\$38,999	\$40,559	\$42,181	\$43,868	\$45,623	\$47,448
Total Calculated Revenues (User Charge Fees)	\$1,456,296	\$1,458,398	\$2,325,572	\$2,453,264	\$2,587,451	\$2,728,448	\$2,876,585	\$3,032,207	\$3,195,676	\$3,367,372	\$3,547,690	\$3,737,045

Operating Incomes

Sewer Sales - All (Including Taxes)	N.A.	\$1,481,554	\$1,483,692	\$2,365,906	\$2,495,813	\$2,632,327	\$2,775,770	\$2,926,476	\$3,084,797	\$3,251,101	\$3,425,774	\$3,609,220	\$3,801,859
PENALTY INCOME-SEWER	N.A.	\$27,531	\$27,938	\$28,344	\$28,750	\$29,156	\$29,563	\$29,969	\$30,375	\$30,782	\$31,188	\$31,594	\$32,001
HOOK UP FEES RECEIVE-SEWER	% Above	\$45,100	\$44,977	\$44,977	\$44,977	\$44,977	\$44,977	\$44,977	\$44,977	\$44,977	\$44,977	\$44,977	\$44,977
Adjusted Meter Size-based Plant Investment Fees (Cochran Fees)	% Above	\$0	\$0	\$40,701	\$40,701	\$40,701	\$40,701	\$40,701	\$40,701	\$40,701	\$40,701	\$40,701	\$40,701
INTEREST INCOME-SEWER	N.A.	\$37,738	\$3,619	\$3,539	\$8,329	\$8,773	\$9,310	\$9,732	\$10,637	\$12,656	\$11,929	\$12,041	\$12,780
MISCELLANEOUS INCOME-SEWER	N.A.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CONVENIENCE FEE-SEWER	N.A.	\$19,764	\$19,764	\$19,764	\$19,764	\$19,764	\$19,764	\$19,764	\$19,764	\$19,764	\$19,764	\$19,764	\$19,764
GRANT RECEIPTS-SEWER	N.A.	\$58,737	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRANSFER IN-SEWER	N.A.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CAPITAL ASSET SALES-SEWER	N.A.	\$7,103	\$7,103	\$7,103	\$7,103	\$7,103	\$7,103	\$7,103	\$7,103	\$7,103	\$7,103	\$7,103	\$7,103
Total Operating Incomes		\$1,677,528	\$1,587,094	\$2,510,335	\$2,645,438	\$2,782,803	\$2,927,188	\$3,078,723	\$3,238,355	\$3,407,085	\$3,581,437	\$3,765,401	\$3,959,186

Table 4 - Operating Costs and Net Income

Willard, MO, Sewer Rates Model 2024-3

This table depicts expenses during the test year, this year and for the next 10 years. Some future costs will experience inflation. Those costs that go up as use goes up are increased by the cost inflation factor plus the growth rate in users.

Expense Items	Inflation/ Deflation (-) Factor	Test Year Starting 1/1/23	Analysis Year	Years Following the Analysis Year (for Which Results Have Been Projected)									
			0 Year Starting 1/1/24	1st Year Starting 1/1/25	2nd Year Starting 1/1/26	3rd Year Starting 1/1/27	4th Year Starting 1/1/28	5th Year Starting 1/1/29	6th Year Starting 1/1/30	7th Year Starting 1/1/31	8th Year Starting 1/1/32	9th Year Starting 1/1/33	10th Year Starting 1/1/34
SUPPLIES-SEWER	4.0%	\$14,910	\$15,735	\$16,603	\$17,514	\$18,472	\$19,479	\$20,536	\$21,647	\$22,814	\$24,040	\$25,327	\$26,679
PERMIT FEES-SEWER	4.0%	\$3,000	\$3,120	\$3,245	\$3,375	\$3,510	\$3,650	\$3,796	\$3,948	\$4,106	\$4,270	\$4,441	\$4,618
BUILDING MAINTENANCE-SEWER	4.0%	\$89	\$92	\$96	\$100	\$104	\$108	\$112	\$117	\$122	\$126	\$132	\$137
CUSTODIAL SUPPLIES-SEWER	4.0%	\$172	\$179	\$186	\$194	\$202	\$210	\$218	\$227	\$236	\$245	\$255	\$265
MISCELLANEOUS EXPENSE-SEWER	4.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OFFICE SUPPLIES-SEWER	4.0%	\$4,480	\$4,728	\$4,989	\$5,263	\$5,551	\$5,853	\$6,171	\$6,505	\$6,855	\$7,224	\$7,611	\$8,017
POSTAGE-SEWER	4.0%	\$12,491	\$13,182	\$13,909	\$14,672	\$15,475	\$16,318	\$17,204	\$18,135	\$19,113	\$20,139	\$21,218	\$22,350
REPAIRS AND MAINTENANCE-SEWER	4.0%	\$118,585	\$123,328	\$128,261	\$133,392	\$138,727	\$144,277	\$150,048	\$156,050	\$162,292	\$168,783	\$175,535	\$182,556
SUPPLIES SMALL EQUIPMENT-SEWER	4.0%	\$11,232	\$11,681	\$12,148	\$12,634	\$13,139	\$13,665	\$14,212	\$14,780	\$15,371	\$15,986	\$16,626	\$17,291
HOOK UP EXPENSE-SEWER	4.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ADVERTISING-SEWER	4.0%	\$105	\$109	\$114	\$118	\$123	\$128	\$133	\$138	\$144	\$149	\$155	\$162
AUDIT EXPENSE-SEWER	4.0%	\$7,820	\$8,133	\$8,458	\$8,796	\$9,148	\$9,514	\$9,895	\$10,291	\$10,702	\$11,130	\$11,576	\$12,039
BANK/CREDIT CARD FEES-SEWER	4.0%	\$22,709	\$23,966	\$25,287	\$26,676	\$28,135	\$29,668	\$31,279	\$32,971	\$34,748	\$36,615	\$38,576	\$40,635
CONTRACT LABOR-SEWER	4.0%	\$3,833	\$3,986	\$4,146	\$4,312	\$4,484	\$4,663	\$4,850	\$5,044	\$5,246	\$5,456	\$5,674	\$5,901
DUES AND SUBSCRIPTIONS-SEWER	4.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
EQUIPMENT RENTAL-SEWER	4.0%	\$3,082	\$3,253	\$3,432	\$3,621	\$3,819	\$4,027	\$4,246	\$4,475	\$4,717	\$4,970	\$5,236	\$5,516
INSURANCE-SEWER	4.0%	\$42,976	\$44,695	\$46,483	\$48,342	\$50,276	\$52,287	\$54,378	\$56,553	\$58,816	\$61,168	\$63,615	\$66,160
LEGAL-SEWER	4.0%	\$22,333	\$23,227	\$24,156	\$25,122	\$26,127	\$27,172	\$28,259	\$29,389	\$30,565	\$31,787	\$33,059	\$34,381
PROFESSIONAL-SEWER	4.0%	\$45,915	\$47,752	\$49,662	\$51,648	\$53,714	\$55,863	\$58,097	\$60,421	\$62,838	\$65,351	\$67,965	\$70,684
SAFETY PROGRAM-SEWER	4.0%	\$581	\$604	\$628	\$653	\$680	\$707	\$735	\$764	\$795	\$827	\$860	\$894
CITIZEN TRASH EXPENSE-SEWER	4.0%	\$313,840	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRAVEL EXPENSE-SEWER	4.0%	\$411	\$428	\$445	\$462	\$481	\$500	\$520	\$541	\$563	\$585	\$608	\$633
TRAINING & EDUCATION-SEWER	4.0%	\$1,020	\$1,061	\$1,104	\$1,148	\$1,194	\$1,241	\$1,291	\$1,343	\$1,396	\$1,452	\$1,510	\$1,571
RECYCLE CENTER EXPENSE	4.0%	\$5,505	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
RENT-SEWER	4.0%	\$1,250	\$1,300	\$1,352	\$1,406	\$1,462	\$1,521	\$1,582	\$1,645	\$1,711	\$1,779	\$1,850	\$1,924
EQUIPMENT/SOFTWARE CONTRACTS-SEW...	4.0%	\$12,381	\$12,877	\$13,392	\$13,927	\$14,484	\$15,064	\$15,666	\$16,293	\$16,945	\$17,622	\$18,327	\$19,060

Table 4 - Operating Costs and Net Income

Expense Items	Inflation/ Deflation (-) Factor	Test Year Starting 1/1/23	0 Year Starting 1/1/24	1st Year Starting 1/1/25	2nd Year Starting 1/1/26	3rd Year Starting 1/1/27	4th Year Starting 1/1/28	5th Year Starting 1/1/29	6th Year Starting 1/1/30	7th Year Starting 1/1/31	8th Year Starting 1/1/32	9th Year Starting 1/1/33	10th Year Starting 1/1/34
SPRINGFIELD SEWER CHARGES- SEWER with 8% Increases next 2 years, then 6% in years after that	6.0%	\$504,554	\$544,918	\$597,070	\$642,099	\$690,381	\$742,146	\$797,637	\$857,115	\$920,860	\$989,168	\$1,062,358	\$1,140,769
TELEPHONE-SEWER	4.0%	\$2,217	\$2,306	\$2,398	\$2,494	\$2,594	\$2,698	\$2,805	\$2,918	\$3,034	\$3,156	\$3,282	\$3,413
INTERNET-SEWER	4.0%	\$5,846	\$6,080	\$6,323	\$6,576	\$6,839	\$7,113	\$7,397	\$7,693	\$8,001	\$8,321	\$8,654	\$9,000
UTILITIES ELECTRIC-SEWER	4.0%	\$82,881	\$87,468	\$92,290	\$97,357	\$102,682	\$108,278	\$114,156	\$120,332	\$126,819	\$133,633	\$140,789	\$148,304
UTILITIES GAS-SEWER	4.0%	\$696	\$724	\$753	\$783	\$814	\$846	\$880	\$916	\$952	\$990	\$1,030	\$1,071
UTILITIES OTHER-SEWER	4.0%	\$2,203	\$2,292	\$2,383	\$2,479	\$2,578	\$2,681	\$2,788	\$2,900	\$3,016	\$3,136	\$3,262	\$3,392
VEHICLE EXPENSE FUEL- SEWER	4.0%	\$11,501	\$11,961	\$12,440	\$12,937	\$13,455	\$13,993	\$14,553	\$15,135	\$15,740	\$16,370	\$17,025	\$17,706
EQUIPMENT FUEL-SEWER	4.0%	\$5,600	\$5,824	\$6,057	\$6,299	\$6,551	\$6,813	\$7,086	\$7,369	\$7,664	\$7,970	\$8,289	\$8,621
VEHICLE REPAIR & MAINT- SEWER	4.0%	\$6,596	\$6,860	\$7,134	\$7,420	\$7,717	\$8,025	\$8,346	\$8,680	\$9,027	\$9,388	\$9,764	\$10,154
EQUIPMENT REPAIR & MAINT- SEWER	4.0%	\$4,747	\$4,937	\$5,134	\$5,339	\$5,553	\$5,775	\$6,006	\$6,246	\$6,496	\$6,756	\$7,026	\$7,307
VEHICLE LEASE-SEWER	4.0%	\$21,470	\$22,329	\$23,222	\$24,151	\$25,117	\$26,122	\$27,167	\$28,253	\$29,383	\$30,559	\$31,781	\$33,052
EQUIPMENT LEASE	4.0%	\$3,179	\$3,306	\$3,439	\$3,576	\$3,719	\$3,868	\$4,023	\$4,184	\$4,351	\$4,525	\$4,706	\$4,894
SALARIES-SEWER	4.0%	\$357,924	\$372,241	\$387,130	\$402,615	\$418,720	\$435,469	\$452,888	\$471,003	\$489,843	\$509,437	\$529,814	\$551,007
SALARIES OVERTIME-SEWER	4.0%	\$10,691	\$11,119	\$11,563	\$12,026	\$12,507	\$13,007	\$13,527	\$14,068	\$14,631	\$15,216	\$15,825	\$16,458
PAYROLL TAXES-SEWER	4.0%	\$27,466	\$28,565	\$29,708	\$30,896	\$32,132	\$33,417	\$34,754	\$36,144	\$37,590	\$39,093	\$40,657	\$42,283
RETIREMENT-SEWER	4.0%	\$16,787	\$17,459	\$18,157	\$18,884	\$19,639	\$20,425	\$21,241	\$22,091	\$22,975	\$23,894	\$24,850	\$25,844
PENSION EXPENSE-SEWER	4.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
UNIFORMS-SEWER	4.0%	\$628	\$654	\$680	\$707	\$735	\$765	\$795	\$827	\$860	\$895	\$930	\$968
GROUP INSURANCE-SEWER	4.0%	\$79,978	\$83,178	\$86,505	\$89,965	\$93,563	\$97,306	\$101,198	\$105,246	\$109,456	\$113,834	\$118,388	\$123,123
CAPITAL ASSET EXP-SEWER	4.0%	\$344,467	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5
CAPITAL ASSET EXP EQUIPMENT-SEWER	N.A.	\$7,039	\$26,500	\$13,750	\$13,000	\$13,000	\$10,000	\$85,000	\$363,000	\$113,000	\$10,000	\$10,000	\$13,000
PRINCIPAL EXPENSE-SEWER	0.0%	\$192,439	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5
INTEREST EXPENSE-SEWER	0.0%	\$127,257	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5
FISCAL AGENT FEES-SEWER	4.0%	\$1,500	\$1,560	\$1,622	\$1,687	\$1,755	\$1,825	\$1,898	\$1,974	\$2,053	\$2,135	\$2,220	\$2,309
BAD DEBT EXPENSE-SEWER	4.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
User Charge Analysis Services	5.0%	\$0	\$11,395	\$0	\$0	\$12,563	\$0	\$0	\$13,851	\$0	\$0	\$15,270	\$0
Total CIP-related Payouts	N.A.	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5
Total Operating Costs		\$2,466,389	\$1,595,109	\$1,665,852	\$1,754,665	\$1,861,920	\$1,946,484	\$2,127,373	\$2,531,221	\$2,385,844	\$2,408,184	\$2,556,075	\$2,684,147
Net Income (or Loss)		-\$788,862	-\$8,016	\$844,483	\$890,773	\$920,883	\$980,704	\$951,350	\$707,133	\$1,021,241	\$1,173,254	\$1,209,326	\$1,275,039
Working Capital Goal: 50%	In Dollars, That is:	\$1,233,195	\$797,555	\$832,926	\$877,332	\$930,960	\$973,242	\$1,063,687	\$1,265,611	\$1,192,922	\$1,204,092	\$1,278,038	\$1,342,074

Notes: The Springfield treatment contract expense, highlighted gold and later green, calls for 8% increases for 2 years. I assumed 6% per year after that. Most expenses are expected to rise by four percent each year. The green highlighted expenses are expected to do that, plus rise as new customers connect and use more water. Also, principal and interest expenses are related to capital improvements, so those are handled in Table 5.

Table 5 - Capital Improvement Program (CIP)

Willard, MO, Sewer Rates Model 2024-3

This table depicts capital improvements and their funding. Costs reflect inflation.	Analysis Year		Years Following the Analysis Year (for Which Improvement Projects, Costs, Funding, etc. Have Been Projected)									
	Test Year Starting	0 Year Starting	1st Year Starting	2nd Year Starting	3rd Year Starting	4th Year Starting	5th Year Starting	6th Year Starting	7th Year Starting	8th Year Starting	9th Year Starting	10th Year Starting
	1/1/23	1/1/24	1/1/25	1/1/26	1/1/27	1/1/28	1/1/29	1/1/30	1/1/31	1/1/32	1/1/33	1/1/34
Planned Spending, Debt-paid Portion of Projects (CIP costs to be funded with loans are shown in this section.)												
94 Lift Station/Force Main	\$0	\$0	\$800,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Meadows 50% Construction	\$0	\$0	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Waste Water Treatment Plant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,878,328
Total Debt-paid Portion of Projects	\$0	\$0	\$1,200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,878,328
Planned Spending, Grant-paid Portion of Projects (CIP costs to be grant-funded are shown here.)												
94 Lift Station/Force Main (EPA Grant)	\$0	\$2,756,152	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Meadows 50% Construction (ARPA Grant)	\$0	\$482,750	\$17,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Grant-paid Portion of Projects	\$0	\$3,238,902	\$17,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Planned Spending, Cash-paid Portion of Projects (CIP costs to be funded from reserves are shown here.)												
94 Lift Station/Force Main	\$0	\$222,168	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Assets (See City's Capital Improvements Plan for Details)	\$0	\$213,500	\$276,813	\$491,197	\$232,751	\$236,357	\$346,623	\$672,251	\$384,951	\$266,022	\$274,002	\$286,254
Total Cash-paid Portion of Projects	\$0	\$435,668	\$276,813	\$491,197	\$232,751	\$236,357	\$346,623	\$672,251	\$384,951	\$266,022	\$274,002	\$286,254
Total CIP Costs	\$0	\$3,674,570	\$1,494,063	\$491,197	\$232,751	\$236,357	\$346,623	\$672,251	\$384,951	\$266,022	\$274,002	\$27,164,582
Debt Repayment												
Existing Debt Payments (Following is debt that was initiated during the test year or earlier.)												
Water/Sewer 2014 and 2018 COPs, Sewer Portion	\$320,091	\$322,853	\$323,944	\$324,803	\$320,506	\$318,594	\$223,075	\$223,863	\$224,256	\$219,543	\$219,719	\$219,572
New Debt Payments (Following are payments for projects to be paid with new debt. It is assumed these will be loan/lease-financed for a term of: 10 years at a 5.0% interest rate.)												
COP for 94 Lift Station, Meadows				\$155,405	\$155,405	\$155,405	\$155,405	\$155,405	\$155,405	\$155,405	\$155,405	\$155,405
Total Debt Payments	\$320,091	\$322,853	\$323,944	\$480,209	\$475,912	\$473,999	\$378,480	\$379,268	\$379,661	\$374,949	\$375,124	\$374,977
Total CIP-related Payouts	\$320,091	\$3,997,423	\$1,818,006	\$971,405	\$708,663	\$710,356	\$725,103	\$1,051,519	\$764,612	\$640,970	\$649,127	\$27,539,559
(This is the total cash required for this CIP and debt payment schedule. These amounts must come from utility income, reserves or outside sources, as shown in the next section.)												
CIP Fund Sources (Following are the sources and amounts of funds expected to pay for the above CIP schedule.)												
Cash Reserves (Internal Funds)												
Debt and CIP Reserves Starting Balance	\$0	-\$320,091	-\$1,085,014	-\$1,341,998	-\$1,493,877	-\$1,365,161	-\$1,164,398	-\$1,051,885	-\$1,619,233	-\$1,322,299	-\$827,632	-\$357,931
Working Capital Transferred in	\$0	\$0	\$365,472	\$846,367	\$867,256	\$938,422	\$860,905	\$505,209	\$1,093,930	\$1,162,084	\$1,135,380	\$1,211,002
Debt and CIP Reserves Interest Earned (or Paid)	\$0	-\$6,402	-\$21,700	-\$26,840	-\$29,878	-\$27,303	-\$23,288	-\$21,038	-\$32,385	-\$26,446	-\$16,553	-\$7,159
Total Available Internal Funds	\$0	-\$326,492	-\$741,242	-\$522,471	-\$656,498	-\$454,042	-\$326,781	-\$567,713	-\$557,688	-\$186,662	\$291,195	\$845,913
Grant and Loan Proceeds (External Funds)												
EPA and ARPA Grants for Lift Station and Meadows, Not Determined for WWTP	\$0	\$3,238,902	\$17,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Loan Originated in 10th Year												\$26,878,328
Total Available External Funds	\$0	\$3,238,902	\$1,217,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$26,878,328
Total Available Funds	\$0	\$2,912,410	\$476,008	-\$522,471	-\$656,498	-\$454,042	-\$326,781	-\$567,713	-\$557,688	-\$186,662	\$291,195	\$27,724,240
Outcomes (This CIP spending and funding plan will result in the following cash needs and ending balances each year.)												
Total Available Funds	\$0	\$2,912,410	\$476,008	-\$522,471	-\$656,498	-\$454,042	-\$326,781	-\$567,713	-\$557,688	-\$186,662	\$291,195	\$27,724,240
Total CIP-related Payouts	\$320,091	\$3,997,423	\$1,818,006	\$971,405	\$708,663	\$710,356	\$725,103	\$1,051,519	\$764,612	\$640,970	\$649,127	\$27,539,559
Debt and CIP Reserves Ending Balances	-\$320,091	-\$1,085,014	-\$1,341,998	-\$1,493,877	-\$1,365,161	-\$1,164,398	-\$1,051,885	-\$1,619,233	-\$1,322,299	-\$827,632	-\$357,931	\$184,681

Notes: The City has a capital improvements plan, from which the above project data came. EPA and ARPA grants have been acquired for the lift station and Meadows projects. I assumed the WWTP project will be funded 75% by SRF loans, and 25% by grants. However, that project, being scheduled for the last year of the modeling period, has no effect on this round of rates. Later rate analyses will pick up the effects of that project and calculate rates accordingly. Other projects are generally not eligible for grants and loans, so those are to be funded with utility reserves and incomes.

Table 5B: City's Sewer Capital Improvements (with edits by GettingGreatRates.com to make transfer to the models easier and clearer)

Year	Description	Capital Assets	Annual Sum	Bigger Assets	Annual Sum
		Equip	Cash Paid		COP Paid
2024	I&I	50,000	213,500		760,460
	Sewer Improvements	50,000			
	94 Lift Station/Force Main			277,710	
	Meadows 50% Construction			482,750	
	Pole Barn 40x20	10,000			
	Public Works Building	75,000			
	Vehicle Lease Equipment	7,000			
	Badger Box	7,500			
	Missions Update	14,000			
2025	I&I	50,000	268,750		3,402,230
	Sewer Improvements	100,000			
	B-Lift Station Rewire	40,000			
	94 Lift Station/Force Main			2,984,980	
	Meadows 50% Construction			417,250	
	Replacement Pump-Lift Station	40,000			
	Easements	20,000			
	Equipment	5,000			
	Jack Hammer Attachment (33 water-3 Generator	3,750			
	10,000				
2026	I&I	50,000	463,000		-
	Sewer Improvements	100,000			
	Replacement Pump-Lift Station	40,000			
	D-Lift Station	250,000			
	Computer (2)	3,000			
	Equipment	20,000			

<u>Year</u>	<u>Description</u>	<u>Capital Assets</u>	<u>Annual Sum</u>	<u>Bigger Assets</u>	<u>Annual Sum</u>
		<u>Equip</u>	<u>Cash Paid</u>		<u>COP Paid</u>
2027	I&I	50,000	213,000		-
	Sewer Improvements	100,000			
	Replacement Pump-Lift Station	40,000			
	Computer (2)	3,000			
	Equipment	20,000			
2028	I&I	50,000	210,000		-
	Sewer Improvements	100,000			
	Replacement Pump-Lift Station	40,000			
	Equipment	20,000			
2029	I&I	50,000	299,000		-
	Sewer Improvements	100,000			
	Replacement Pump-Lift Station	40,000			
	Equipment	20,000			
	Backhoe (50% water-50%sewer)	75,000			
	Missions Update	14,000			
2030	I&I	50,000	563,000		-
	Sewer Improvements	100,000			
	Replacement Pump-Lift Station	40,000			
	Computer (2)	3,000			
	Equipment	20,000			
	Jetter/Vac Truck	350,000			
2031	I&I	50,000	313,000		-
	Sewer Improvements	100,000			
	Replacement Pump-Lift Station	40,000			
	Computer (2)	3,000			
	Equipment	20,000			
	Sewer Camera	100,000			

<u>Year</u>	<u>Description</u>	<u>Capital Assets</u>	<u>Annual Sum</u>	<u>Bigger Assets</u>	<u>Annual Sum</u>
		<u>Equip</u>	<u>Cash Paid</u>		<u>COP Paid</u>
2032	I&I	50,000	210,000		-
	Sewer Improvements	100,000			
	Replacement Pump-Lift Station	40,000			
	Equipment	20,000			
2033	I&I	50,000	210,000		-
	Sewer Improvements	100,000			
	Replacement Pump-Lift Station	40,000			
	Equipment	20,000			
2034	I&I	50,000	213,000		20,000,000
	Sewer Improvements	100,000			
	Replacement Pump-Lift Station	40,000			
	Waste Water Treatment Plant			20,000,000	
	Computer (2)	3,000			
	Equipment	20,000			
			3,176,250		24,162,690

Table 8 - Average Cost Classification
Willard, MO, Sewer Rates Model 2024-3

This table distributes costs from a representative year (the "average rate structure basis year" to fixed and variable categories (see Definitions) in order to calculate the "cost of service" rate structure for that year.

		The average rate structure basis year runs from:		1/1/2028	through	12/31/2028
Cost Items During the Basis Year	Cost During Basis Year	Fixed Cost %	Variable Cost %	Fixed Cost	Variable Cost	
SUPPLIES-SEWER	\$19,479	50.0%	50.0%	\$9,739	\$9,739	
PERMIT FEES-SEWER	\$3,650	100.0%	0.0%	\$3,650	\$0	
BUILDING MAINTENANCE-SEWER	\$108	100.0%	0.0%	\$108	\$0	
CUSTODIAL SUPPLIES-SEWER	\$210	100.0%	0.0%	\$210	\$0	
MISCELLANEOUS EXPENSE-SEWER	\$0	100.0%	0.0%	\$0	\$0	
OFFICE SUPPLIES-SEWER	\$5,853	100.0%	0.0%	\$5,853	\$0	
POSTAGE-SEWER	\$16,318	100.0%	0.0%	\$16,318	\$0	
REPAIRS AND MAINTENANCE-SEWER	\$144,277	50.0%	50.0%	\$72,138	\$72,138	
SUPPLIES SMALL EQUIPMENT-SEWER	\$13,665	50.0%	50.0%	\$6,833	\$6,833	
HOOK UP EXPENSE-SEWER	\$0	36.4%	63.6%	\$0	\$0	
ADVERTISING-SEWER	\$128	100.0%	0.0%	\$128	\$0	
AUDIT EXPENSE-SEWER	\$9,514	100.0%	0.0%	\$9,514	\$0	
BANK/CREDIT CARD FEES-SEWER	\$29,668	36.4%	63.6%	\$10,799	\$18,869	
CONTRACT LABOR-SEWER	\$4,663	50.0%	50.0%	\$2,332	\$2,332	
DUES AND SUBSCRIPTIONS-SEWER	\$0	50.0%	50.0%	\$0	\$0	
EQUIPMENT RENTAL-SEWER	\$4,027	50.0%	50.0%	\$2,013	\$2,013	
INSURANCE-SEWER	\$52,287	100.0%	0.0%	\$52,287	\$0	
LEGAL-SEWER	\$27,172	100.0%	0.0%	\$27,172	\$0	
PROFESSIONAL-SEWER	\$55,863	50.0%	50.0%	\$27,931	\$27,931	
SAFETY PROGRAM-SEWER	\$707	50.0%	50.0%	\$353	\$353	
TRAVEL EXPENSE-SEWER	\$500	50.0%	50.0%	\$250	\$250	
TRAINING & EDUCATION-SEWER	\$1,241	50.0%	50.0%	\$621	\$621	
RENT-SEWER	\$1,521	100.0%	0.0%	\$1,521	\$0	
EQUIPMENT/SOFTWARE CONTRACTS-SEW...	\$15,064	100.0%	0.0%	\$15,064	\$0	
SPRINGFIELD SEWER CHARGES-SEWER with 8% Increases next 2 years, then 6% in years after that	\$742,146	0.0%	100.0%	\$0	\$742,146	
TELEPHONE-SEWER	\$2,698	100.0%	0.0%	\$2,698	\$0	
INTERNET-SEWER	\$7,113	100.0%	0.0%	\$7,113	\$0	
UTILITIES ELECTRIC-SEWER	\$108,278	0.0%	100.0%	\$0	\$108,278	
UTILITIES GAS-SEWER	\$846	100.0%	0.0%	\$846	\$0	
UTILITIES OTHER-SEWER	\$2,681	100.0%	0.0%	\$2,681	\$0	
VEHICLE EXPENSE FUEL-SEWER	\$13,993	50.0%	50.0%	\$6,997	\$6,997	
EQUIPMENT FUEL-SEWER	\$6,813	50.0%	50.0%	\$3,407	\$3,407	
VEHICLE REPAIR & MAINT-SEWER	\$8,025	50.0%	50.0%	\$4,013	\$4,013	
EQUIPMENT REPAIR & MAINT-SEWER	\$5,775	50.0%	50.0%	\$2,888	\$2,888	
VEHICLE LEASE-SEWER	\$26,122	50.0%	50.0%	\$13,061	\$13,061	
EQUIPMENT LEASE	\$3,868	50.0%	50.0%	\$1,934	\$1,934	
SALARIES-SEWER	\$435,469	50.0%	50.0%	\$217,734	\$217,734	
SALARIES OVERTIME-SEWER	\$13,007	50.0%	50.0%	\$6,504	\$6,504	

Table 8 - Average Cost Classification

Cost Items During the Basis Year	Cost During Basis Year	Fixed Cost %	Variable Cost %	Fixed Cost	Variable Cost
PAYROLL TAXES-SEWER	\$33,417	50.0%	50.0%	\$16,709	\$16,709
RETIREMENT-SEWER	\$20,425	50.0%	50.0%	\$10,212	\$10,212
PENSION EXPENSE-SEWER	\$0	50.0%	50.0%	\$0	\$0
UNIFORMS-SEWER	\$765	50.0%	50.0%	\$382	\$382
GROUP INSURANCE-SEWER	\$97,306	50.0%	50.0%	\$48,653	\$48,653
CAPITAL ASSET EXP-SEWER	\$0	50.0%	50.0%	\$0	\$0
CAPITAL ASSET EXP EQUIPMENT-SEWER	\$10,000	50.0%	50.0%	\$5,000	\$5,000
PRINCIPAL EXPENSE-SEWER	\$0	50.0%	50.0%	\$0	\$0
INTEREST EXPENSE-SEWER	\$0	50.0%	50.0%	\$0	\$0
FISCAL AGENT FEES-SEWER	\$1,825	50.0%	50.0%	\$912	\$912
BAD DEBT EXPENSE-SEWER	\$0	36.4%	63.6%	\$0	\$0
Annual Payment to R&R Reserve (Table 7)	\$0	50.0%	50.0%	\$0	\$0
User Charge Analysis Services	\$0	36.4%	63.6%	\$0	\$0
Total CIP-related Payouts, Less Capacity Charges From Tables 14 & 16 (This value can be negative)	\$669,655	50.0%	50.0%	\$334,827	\$334,827
Grand Total Costs, Weighted Avg Percentages	\$2,616,139	36.4%	63.6%	\$951,404	\$1,664,735

Bases for Cost to Serve Rate Structure		100%	\$2,616,139
Number Customers During Basis Year	2,610	Inflow and Infiltration for the test year is Estimated at	18%
Billed Volume, in Gallons, During Basis Year	124,660,045	Inflow and Infiltration is Estimated at This % of Average Cost (Marginal Cost)	66%
Average Fixed Cost per User per Month During Basis Year	\$30.38	At Recommended Unit Charge Rates, Resulting Marginal Cost of Unbilled-for Water	\$198,001
Average Variable Cost to Produce per 1,000 Gallons During Basis Year	\$13.35	Test Year Customer Volume, in Gallons	115,974,264
Gallons per Billing Cycle Used by Average Residential Customer	3,521	+ Test Year Inflow and Infiltration, in Gallons	26,124,336
		Total Test Year Volume, in Gallons, From Master Meter Readings	142,098,600

Table 9 - Marginal Cost Classification

Willard, MO, Sewer Rates Model 2024-3

The utility incurs "marginal" costs. These costs are unavoidable. Thus, the utility must collect minimal fees from various customers to "break even" on a marginal cost basis. Costs vary by customer type and volume used.

Below, it is assumed that marginal variable costs are being calculated for: **Inflow and Infiltration**

(Fixed costs are irrelevant in this case)

The marginal rate structure basis year runs from: 1/1/2028 through 12/31/2028

Cost Items During the Basis Year	Fixed Cost	Variable Cost	Marginal Fixed Cost %	Marginal Variable Cost %	Marginal Fixed Cost	Marginal Variable Cost
SUPPLIES-SEWER	\$9,739	\$9,739	100%	100%	\$9,739	\$9,739
PERMIT FEES-SEWER	\$3,650	\$0	50%	50%	\$1,825	\$0
BUILDING MAINTENANCE-SEWER	\$108	\$0	0%	0%	\$0	\$0
CUSTODIAL SUPPLIES-SEWER	\$210	\$0	0%	0%	\$0	\$0
MISCELLANEOUS EXPENSE-SEWER	\$0	\$0	100%	100%	\$0	\$0
OFFICE SUPPLIES-SEWER	\$5,853	\$0	0%	0%	\$0	\$0
POSTAGE-SEWER	\$16,318	\$0	0%	0%	\$0	\$0
REPAIRS AND MAINTENANCE-SEWER	\$72,138	\$72,138	50%	50%	\$36,069	\$36,069
SUPPLIES SMALL EQUIPMENT-SEWER	\$6,833	\$6,833	50%	50%	\$3,416	\$3,416
HOOK UP EXPENSE-SEWER	\$0	\$0	50%	50%	\$0	\$0
ADVERTISING-SEWER	\$128	\$0	0%	0%	\$0	\$0
AUDIT EXPENSE-SEWER	\$9,514	\$0	0%	0%	\$0	\$0
BANK/CREDIT CARD FEES-SEWER	\$10,799	\$18,869	0%	0%	\$0	\$0
CONTRACT LABOR-SEWER	\$2,332	\$2,332	50%	50%	\$1,166	\$1,166
DUES AND SUBSCRIPTIONS-SEWER	\$0	\$0	0%	0%	\$0	\$0
EQUIPMENT RENTAL-SEWER	\$2,013	\$2,013	0%	0%	\$0	\$0
INSURANCE-SEWER	\$52,287	\$0	100%	100%	\$52,287	\$0
LEGAL-SEWER	\$27,172	\$0	0%	0%	\$0	\$0
PROFESSIONAL-SEWER	\$27,931	\$27,931	0%	0%	\$0	\$0
SAFETY PROGRAM-SEWER	\$353	\$353	0%	0%	\$0	\$0
TRAVEL EXPENSE-SEWER	\$250	\$250	100%	100%	\$250	\$250
TRAINING & EDUCATION-SEWER	\$621	\$621	100%	100%	\$621	\$621
RENT-SEWER	\$1,521	\$0	0%	0%	\$0	\$0
EQUIPMENT/SOFTWARE CONTRACTS-SEW...	\$15,064	\$0	0%	0%	\$0	\$0
SPRINGFIELD SEWER CHARGES-SEWER with 8% Increases next 2 years, then 6% in years after that	\$0	\$742,146	100%	100%	\$0	\$742,146
TELEPHONE-SEWER	\$2,698	\$0	0%	0%	\$0	\$0
INTERNET-SEWER	\$7,113	\$0	0%	0%	\$0	\$0
UTILITIES ELECTRIC-SEWER	\$0	\$108,278	100%	100%	\$0	\$108,278
UTILITIES GAS-SEWER	\$846	\$0	10%	10%	\$85	\$0
UTILITIES OTHER-SEWER	\$2,681	\$0	10%	10%	\$268	\$0
VEHICLE EXPENSE FUEL-SEWER	\$6,997	\$6,997	10%	10%	\$700	\$700
EQUIPMENT FUEL-SEWER	\$3,407	\$3,407	10%	10%	\$341	\$341
VEHICLE REPAIR & MAINT-SEWER	\$4,013	\$4,013	10%	10%	\$401	\$401
EQUIPMENT REPAIR & MAINT-SEWER	\$2,888	\$2,888	10%	10%	\$289	\$289
VEHICLE LEASE-SEWER	\$13,061	\$13,061	10%	10%	\$1,306	\$1,306

Table 9 - Marginal Cost Classification

Cost Items During the Basis Year	Fixed Cost	Variable Cost	Marginal Fixed Cost %	Marginal Variable Cost %	Marginal Fixed Cost	Marginal Variable Cost
EQUIPMENT LEASE	\$1,934	\$1,934	10%	10%	\$193	\$193
SALARIES-SEWER	\$217,734	\$217,734	10%	10%	\$21,773	\$21,773
SALARIES OVERTIME-SEWER	\$6,504	\$6,504	10%	10%	\$650	\$650
PAYROLL TAXES-SEWER	\$16,709	\$16,709	10%	10%	\$1,671	\$1,671
RETIREMENT-SEWER	\$10,212	\$10,212	10%	10%	\$1,021	\$1,021
PENSION EXPENSE-SEWER	\$0	\$0	10%	10%	\$0	\$0
UNIFORMS-SEWER	\$382	\$382	10%	10%	\$38	\$38
GROUP INSURANCE-SEWER	\$48,653	\$48,653	10%	10%	\$4,865	\$4,865
CAPITAL ASSET EXP-SEWER	\$0	\$0	50%	50%	\$0	\$0
CAPITAL ASSET EXP EQUIPMENT-SEWER	\$5,000	\$5,000	50%	50%	\$2,500	\$2,500
PRINCIPAL EXPENSE-SEWER	\$0	\$0	50%	50%	\$0	\$0
INTEREST EXPENSE-SEWER	\$0	\$0	50%	50%	\$0	\$0
FISCAL AGENT FEES-SEWER	\$912	\$912	50%	50%	\$456	\$456
BAD DEBT EXPENSE-SEWER	\$0	\$0	50%	50%	\$0	\$0
User Charge Analysis Services	\$0	\$0	50%	50%	\$0	\$0
Total CIP-related Payouts, Less Capacity Charges From Tables 14 & 16 (This value can be negative)	\$334,827	\$334,827	50%	50%	\$167,414	\$167,414
Grand Total All Costs	\$951,404	\$1,664,735			\$309,345	\$1,105,304
		\$2,616,139				\$1,414,649
					Monthly Marginal Fixed Cost per Customer	Marginal Variable Cost per 1,000 Gallons
					\$9.88	
					Marginal Fixed Cost as a Percent of Total Fixed Cost:	33%
					Marginal Variable Cost as a Percent of Total Variable Cost:	66%

Marginal Fixed and Variable Cost Bases
(For the Customer Type(s) Listed Above)

Table 10 - Initial Rate Adjustments and Resulting Revenues

Willard, MO, Sewer Rates Model 2024-3

This table calculates new user charge rates and the revenues they would generate if adjusted during the "Analysis Year."

After rate adjustments are made, customers will be billed monthly.

Following are Blended Sales Revenues: Sales at the current (Test Year) rates (gray highlighted column) will apply until rates are adjusted. Sales at the modeled rates (yellow highlighted column) would apply after the modeled rates are adopted. Adding both together, the "blended" sales revenues show in the right-most column.

Customer Class, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Sales This Year at Current Rates	Basic Minimum Charge	New Usage Allowance in 1,000s	New Unit Charge per 1,000 Gallons	Sales This Year at Modeled Rates	Total "Blended" Sales This Year
In-City Residential	0	999	\$140,987	\$26.34	0.000	\$11.58	\$762	\$141,749
	1,000	1,999	\$205,791	\$26.34	0.000	\$11.58	\$890	\$206,681
	2,000	2,999	\$216,497	\$26.34	0.000	\$11.58	\$846	\$217,344
	3,000	3,999	\$211,083	\$26.34	0.000	\$11.58	\$742	\$211,824
	4,000	4,999	\$152,684	\$26.34	0.000	\$11.58	\$510	\$153,194
	5,000	5,999	\$82,861	\$26.34	0.000	\$11.58	\$280	\$83,141
	6,000	6,999	\$50,144	\$26.34	0.000	\$11.58	\$166	\$50,310
	7,000	7,999	\$29,325	\$26.34	0.000	\$11.58	\$94	\$29,419
	8,000	8,999	\$11,836	\$26.34	0.000	\$11.58	\$40	\$11,876
	9,000	9,999	\$5,400	\$26.34	0.000	\$11.58	\$21	\$5,421
	10,000	19,999	\$14,964	\$26.34	0.000	\$11.58	\$56	\$15,019
	20,000	29,999	\$643	\$26.34	0.000	\$11.58	\$2	\$645
	30,000	39,999	\$0	\$26.34	0.000	\$11.58	\$0	\$0
In-City Commercial	0	999	\$21,064	\$26.34	0.000	\$11.58	\$70	\$21,134
	1,000	1,999	\$16,074	\$26.34	0.000	\$11.58	\$52	\$16,126
	2,000	2,999	\$8,794	\$26.34	0.000	\$11.58	\$33	\$8,827
	3,000	3,999	\$6,487	\$26.34	0.000	\$11.58	\$26	\$6,513
	4,000	4,999	\$5,208	\$26.34	0.000	\$11.58	\$22	\$5,230
	5,000	5,999	\$4,696	\$26.34	0.000	\$11.58	\$20	\$4,716
	6,000	6,999	\$3,700	\$26.34	0.000	\$11.58	\$17	\$3,717
	7,000	7,999	\$3,453	\$26.34	0.000	\$11.58	\$16	\$3,469
	8,000	8,999	\$3,353	\$26.34	0.000	\$11.58	\$15	\$3,368
	9,000	9,999	\$3,086	\$26.34	0.000	\$11.58	\$14	\$3,100
	10,000	19,999	\$23,347	\$26.34	0.000	\$11.58	\$115	\$23,462
	20,000	29,999	\$16,526	\$26.34	0.000	\$11.58	\$81	\$16,608
	30,000	39,999	\$11,581	\$26.34	0.000	\$11.58	\$56	\$11,637
	40,000	49,999	\$8,211	\$26.34	0.000	\$11.58	\$39	\$8,249
	50,000	59,999	\$4,577	\$26.34	0.000	\$11.58	\$23	\$4,599
	60,000	69,999	\$3,344	\$26.34	0.000	\$11.58	\$17	\$3,361
	70,000	79,999	\$2,235	\$26.34	0.000	\$11.58	\$11	\$2,246
	80,000	89,999	\$1,800	\$26.34	0.000	\$11.58	\$10	\$1,809
	90,000	99,999	\$1,804	\$26.34	0.000	\$11.58	\$9	\$1,814
	100,000	199,999	\$8,779	\$26.34	0.000	\$11.58	\$46	\$8,825
200,000	299,999	\$3,059	\$26.34	0.000	\$11.58	\$16	\$3,075	
300,000	399,999	\$1,271	\$26.34	0.000	\$11.58	\$7	\$1,278	
400,000	499,999	\$583	\$26.34	0.000	\$11.58	\$3	\$587	
500,000	599,999	\$248	\$26.34	0.000	\$11.58	\$1	\$249	
600,000	699,999	\$0	\$26.34	0.000	\$11.58	\$0	\$0	

Table 10 - Initial Rate Adjustments and Resulting Revenues

Customer Class, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Sales This Year at Current Rates	Basic Minimum Charge	New Usage Allowance in 1,000s	New Unit Charge per 1,000 Gallons	Sales This Year at Modeled Rates	Total "Blended" Sales This Year
Rural Residential	0	999	\$21,074	\$39.51	0.000	\$17.37	\$158	\$21,231
	1,000	1,999	\$32,629	\$39.51	0.000	\$17.37	\$189	\$32,818
	2,000	2,999	\$34,083	\$39.51	0.000	\$17.37	\$177	\$34,260
	3,000	3,999	\$32,487	\$39.51	0.000	\$17.37	\$151	\$32,638
	4,000	4,999	\$18,756	\$39.51	0.000	\$17.37	\$87	\$18,843
	5,000	5,999	\$10,571	\$39.51	0.000	\$17.37	\$49	\$10,620
	6,000	6,999	\$6,590	\$39.51	0.000	\$17.37	\$30	\$6,620
	7,000	7,999	\$3,674	\$39.51	0.000	\$17.37	\$16	\$3,690
	8,000	8,999	\$1,385	\$39.51	0.000	\$17.37	\$6	\$1,392
	9,000	9,999	\$570	\$39.51	0.000	\$17.37	\$3	\$573
	10,000	19,999	\$1,374	\$39.51	0.000	\$17.37	\$8	\$1,382
	20,000	29,999	\$411	\$39.51	0.000	\$17.37	\$2	\$413
30,000	39,999	\$0	\$39.51	0.000	\$17.37	\$0	\$0	
Rural Commercial	0	999	\$228	\$39.51	0.000	\$17.37	\$2	\$230
	1,000	1,999	\$499	\$39.51	0.000	\$17.37	\$2	\$501
	2,000	2,999	\$261	\$39.51	0.000	\$17.37	\$1	\$263
	3,000	3,999	\$152	\$39.51	0.000	\$17.37	\$1	\$153
	4,000	4,999	\$152	\$39.51	0.000	\$17.37	\$1	\$153
	5,000	5,999	\$152	\$39.51	0.000	\$17.37	\$1	\$153
	6,000	6,999	\$212	\$39.51	0.000	\$17.37	\$1	\$214
	7,000	7,999	\$260	\$39.51	0.000	\$17.37	\$1	\$261
	8,000	8,999	\$234	\$39.51	0.000	\$17.37	\$1	\$235
	9,000	9,999	\$149	\$39.51	0.000	\$17.37	\$1	\$150
	10,000	19,999	\$795	\$39.51	0.000	\$17.37	\$4	\$800
	20,000	29,999	\$124	\$39.51	0.000	\$17.37	\$1	\$124
30,000	39,999	\$0	\$39.51	0.000	\$17.37	\$0	\$0	
Total Rate Revenue at Current Rates			\$1,452,317	Total Rate Revenue at Modeled Rates			\$6,022	
Total Blended Rate Revenues for the Year								\$1,458,339

Table 17 - Financial Capacity Indicators and Reserves
Willard, MO, Sewer Rates Model 2024-3

This table depicts the affordability of future rates, the financial health of the system and the ending balances in various (assumed) accounts for the test year and the next 10 years.

	Test Year	0 Year	1st Year	2nd Year	3rd Year	4th Year	5th Year	6th Year	7th Year	8th Year	9th Year	10th Year		
	Starting	Starting	Starting	Starting	Starting	Starting	Starting	Starting	Starting	Starting	Starting	Starting		
Capacity Indicators	1/1/23	1/1/24	1/1/25	1/1/26	1/1/27	1/1/28	1/1/29	1/1/30	1/1/31	1/1/32	1/1/33	1/1/34		
Customary Affordability Index	Monthly Bill for a 5,000 gal per Month, Small Meter Residential Customer	\$55.46	\$84.24	\$87.61	\$91.11	\$94.76	\$98.55	\$102.49	\$106.59	\$110.85	\$115.29	\$119.90	\$124.70	
	AMHI Within Service Area	\$79,951	\$83,360	\$86,914	\$90,621	\$94,485	\$98,514	\$102,714	\$107,094	\$111,661	\$116,422	\$121,387	\$126,563	
	Affordability Index:													
	Current Rates First Column, Modeled Rates After That	0.83%	1.21%	1.21%	1.21%	1.20%	1.20%	1.20%	1.19%	1.19%	1.19%	1.19%	1.18%	
	National Average Affordability Index: Commonly Accepted but Not Statistically Verifiable	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	
Affordability Index (AI) goes to the willingness and ability of customers to pay. AI is the cost of 60,000 gallons of residential service per year (5,000 gallons per month) divided by the Annual Median Household Income (AMHI) in the service area (gleaned from Census data or a survey). Rates near 1.0% are common in the U.S. and are generally considered affordable. Most grant agencies will decline to award grants if the AI is less than 1.5 to 2.0%, unless other eligibility criteria considered along with the AI make an applicant eligible.														
Low-income, Low-volume "Affordability Index"	Monthly Bill for a 2,000 gal per Month, Low-income Residential Customer	\$37.91	\$49.50	\$51.48	\$53.54	\$55.68	\$57.91	\$60.22	\$62.63	\$65.14	\$67.74	\$70.45	\$73.27	
	Income at One-half the AMHI and Rising at One-half the Rate Above	\$39,975	\$40,828	\$41,698	\$42,587	\$43,495	\$44,422	\$45,370	\$46,337	\$47,325	\$48,334	\$49,364	\$50,417	
	Affordability for Low-income, Low-volume: Current Rates First Column, Modeled Rates After That	1.14%	1.45%	1.48%	1.51%	1.54%	1.56%	1.59%	1.62%	1.65%	1.68%	1.71%	1.74%	
This additional indicator of affordability assumes a residential customer with income at one-half the median household income above, that income is growing at one-half the rate of the median household income and the customer uses 2,000 gallons per month. Such a customer is likely either a minimum wage or near-minimum wage worker, or is retired and living only on Social Security benefits. Such customers are more commonly the "slow pays" and "no pays" compared to others, so this indicator goes to the "business sense" of the rates modeled here. In other words, raise this customer's bill too much and they are more likely to pay late or not pay.														
Estimated Operating Ratio: Current Rates First Column, Modeled Rates After That	0.68	0.99	1.51	1.51	1.49	1.50	1.45	1.28	1.43	1.49	1.47	1.48		
Operating ratio (OR) is a measure of the utility's ability to pay its operating expenses using only current incomes. A 1.0 OR is break even. Below 1.0 indicates operating in the "red." Generally, the OR should be at least 1.15 for large systems, 1.30 or more for medium-sized systems and perhaps as high as 2.0 for small systems. Note: If the utility has or will have reserves (below,) it has more ability to pay its operating costs than this calculation of OR implies.														
Estimated Coverage Ratio: Current Rates First Column, Modeled Rates After That	0.00	0.00	0.04	0.03	0.00	0.02	0.00	0.00	0.00	0.00	0.00	0.00		
Coverage Ratio (CR) goes to the ability of the utility to pay its debt payments out of current incomes. CR applies only to years with debt service. A "N.A." above indicates there was not, or in a future year there will not be debt during that year. 1.0 is break even - just enough net revenue to pay debt. Generally, the CR should be at least 1.25. Note: If the utility has or will have other available reserves (shown below,) it has more ability to make debt payments than the CR implies. That is covered by the Alternative Coverage Ratio that follows next.														
Alternative Coverage Ratio: Current Rates First Column, Modeled Rates After That	3.60	0.13	-2.26	-1.06	-1.30	-0.92	-0.51	0.03	-0.93	-0.35	1.00	2.45		
This Alternative Coverage Ratio (ACR) is based on the same notion as the classic coverage ratio above, except it includes reserves that are available to pay debt service. With the classic CR, a utility could build reserves early on with current net revenues, but then future rates may not be high enough to show a strong CR. The classic CR could even go negative. But in reality, the utility could have quite strong reserves with which to pay debt. Thus, the Alternative Coverage Ratio can be a better indicator of a utility's true ability to pay debt.														
Reserves	Balance Ending on 12/31/22	Balance Ending on 12/31/23	Balance Ending on 12/31/24	Balance Ending on 12/31/25	Balance Ending on 12/31/26	Balance Ending on 12/31/27	Balance Ending on 12/31/28	Balance Ending on 12/31/29	Balance Ending on 12/31/30	Balance Ending on 12/31/31	Balance Ending on 12/31/32	Balance Ending on 12/31/33	Balance Ending on 12/31/34	
	Cash and Cash Equivalents	\$1,150,793	\$361,931	\$353,915	\$832,926	\$877,332	\$930,960	\$973,242	\$1,063,687	\$1,265,611	\$1,192,922	\$1,204,092	\$1,278,038	\$1,342,074
	Other Liquid Assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	Total Undedicated Cash Assets	\$1,150,793	\$361,931	\$353,915	\$832,926	\$877,332	\$930,960	\$973,242	\$1,063,687	\$1,265,611	\$1,192,922	\$1,204,092	\$1,278,038	\$1,342,074
	Total Cash Assets Discounted for Inflation (Future Unrestricted Purchasing Power)	\$1,150,793	\$361,931	\$353,915	\$807,938	\$825,482	\$849,662	\$861,604	\$913,424	\$1,054,218	\$963,861	\$943,699	\$971,604	\$1,020,286
	Repair & Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Debt and CIP Reserves	\$0	-\$320,091	-\$1,085,014	-\$1,341,998	-\$1,493,877	-\$1,365,161	-\$1,164,398	-\$1,051,885	-\$1,619,233	-\$1,322,299	-\$827,632	-\$357,931	\$184,681
	Sum of All Reserves	\$1,150,793	\$41,840	-\$731,098	-\$509,072	-\$616,544	-\$434,201	-\$191,156	\$11,802	-\$353,622	-\$129,377	\$376,460	\$920,106	\$1,526,755

**Table 18 - Bills Before and After Rate Adjustments
Willard, MO, Sewer Rates Model 2024-3**

The modeled rates will generate 51.3% more revenue per year than the rates at the end of the test year.								
However, due to rate restructuring, individual bills would change as shown in the following table. Note: The actual rates to adopt or consider are included in the narrative report.								
Customer, Rate Class or Meter Size	Gallons of Use	Customers Using at Least This Volume But Not the Next	Customers Using This Volume or Less	Customers Using This Volume or More	Bill at Now Current Rates	Bill at Modeled Rates	Modeled Bill Increase or Decrease (-)	Modeled Bill Percentage Increase or Decrease (-)
In-City Residential	0	3	3	2,003	\$26.21	\$26.34	\$0.13	0%
	1,000	270	273	2,000	\$32.06	\$37.92	\$5.86	18%
	2,000	391	664	1,731	\$37.91	\$49.50	\$11.59	31%
	3,000	482	1,146	1,339	\$43.76	\$61.08	\$17.32	40%
	4,000	380	1,526	858	\$49.61	\$72.66	\$23.05	46%
	5,000	203	1,729	478	\$55.46	\$84.24	\$28.78	52%
	6,000	127	1,855	275	\$61.31	\$95.82	\$34.51	56%
	7,000	78	1,933	148	\$67.16	\$107.40	\$40.24	60%
	8,000	28	1,962	70	\$73.01	\$118.98	\$45.97	63%
	9,000	10	1,972	42	\$78.86	\$130.56	\$51.70	66%
	10,000	30	2,002	32	\$84.71	\$142.14	\$57.43	68%
	20,000	1	2,003	1	\$143.21	\$257.94	\$114.73	80%
	30,000	0	2,003	0	\$201.71	\$373.74	\$172.03	85%
In-City Commercial	0	37	37	137	\$26.21	\$26.34	\$0.13	0%
	1,000	29	66	100	\$32.06	\$37.92	\$5.86	18%
	2,000	12	78	71	\$37.91	\$49.50	\$11.59	31%
	3,000	8	85	59	\$43.76	\$61.08	\$17.32	40%
	4,000	5	91	52	\$49.61	\$72.66	\$23.05	46%
	5,000	5	95	47	\$55.46	\$84.24	\$28.78	52%
	6,000	2	98	42	\$61.31	\$95.82	\$34.51	56%
	7,000	2	100	40	\$67.16	\$107.40	\$40.24	60%
	8,000	2	102	38	\$73.01	\$118.98	\$45.97	63%
	9,000	2	104	35	\$78.86	\$130.56	\$51.70	66%
	10,000	10	114	33	\$84.71	\$142.14	\$57.43	68%
	20,000	7	120	24	\$143.21	\$257.94	\$114.73	80%
	30,000	5	126	17	\$201.71	\$373.74	\$172.03	85%
	40,000	5	131	11	\$260.21	\$489.54	\$229.33	88%
	50,000	2	133	7	\$318.71	\$605.34	\$286.63	90%
	60,000	1	134	5	\$377.21	\$721.14	\$343.93	91%
	70,000	1	135	3	\$435.71	\$836.94	\$401.23	92%
	80,000	0	135	3	\$494.21	\$952.74	\$458.53	93%
	90,000	0	135	3	\$552.71	\$1,068.54	\$515.83	93%
100,000	1	137	2	\$611.21	\$1,184.34	\$573.13	94%	
200,000	0	137	1	\$1,196.21	\$2,342.34	\$1,146.13	96%	
300,000	0	137	0	\$1,781.21	\$3,500.34	\$1,719.13	97%	

Table 18 - Bills Before and After Rate Adjustments

Customer, Rate Class or Meter Size	Gallons of Use	Customers Using at Least This Volume But Not the Next	Customers Using This Volume or Less	Customers Using This Volume or More	Bill at Now Current Rates	Bill at Modeled Rates	Modeled Bill Increase or Decrease (-)	Modeled Bill Percentage Increase or Decrease (-)
Rural Residential	0	0	0	277	\$28.52	\$39.51	\$10.99	39%
	1,000	44	44	277	\$34.88	\$56.88	\$22.00	63%
	2,000	62	105	233	\$41.24	\$74.25	\$33.01	80%
	3,000	73	178	172	\$47.61	\$91.62	\$44.01	92%
	4,000	43	221	98	\$53.97	\$108.99	\$55.02	102%
	5,000	24	245	56	\$60.33	\$126.36	\$66.03	109%
	6,000	16	260	32	\$66.70	\$143.73	\$77.03	116%
	7,000	9	270	16	\$73.06	\$161.10	\$88.04	121%
	8,000	3	273	7	\$79.42	\$178.47	\$99.05	125%
	9,000	1	274	4	\$85.79	\$195.84	\$110.05	128%
	10,000	2	276	3	\$92.15	\$213.21	\$121.06	131%
	20,000	1	277	1	\$155.78	\$386.91	\$231.13	148%
30,000	0	277	0	\$219.41	\$560.61	\$341.20	156%	
Rural Commercial	0	0	0	3	\$36.47	\$39.51	\$3.04	8%
	1,000	1	1	3	\$42.83	\$56.88	\$14.05	33%
	2,000	0	1	2	\$49.20	\$74.25	\$25.05	51%
	3,000	0	1	2	\$55.56	\$91.62	\$36.06	65%
	4,000	0	1	2	\$61.92	\$108.99	\$47.07	76%
	5,000	0	1	2	\$68.29	\$126.36	\$58.07	85%
	6,000	0	1	2	\$74.65	\$143.73	\$69.08	93%
	7,000	0	2	2	\$81.01	\$161.10	\$80.09	99%
	8,000	0	2	2	\$87.37	\$178.47	\$91.10	104%
	9,000	0	2	1	\$93.74	\$195.84	\$102.10	109%
	10,000	1	3	1	\$100.10	\$213.21	\$113.11	113%
20,000	0	3	0	\$163.73	\$386.91	\$223.18	136%	
No Charge ("Zero")	0	2	2	8	\$0.00	\$0.00	\$0.00	N.A.
	1,000	1	3	6	\$0.00	\$0.00	\$0.00	N.A.
	2,000	1	4	5	\$0.00	\$0.00	\$0.00	N.A.
	3,000	1	5	4	\$0.00	\$0.00	\$0.00	N.A.
	4,000	0	5	3	\$0.00	\$0.00	\$0.00	N.A.
	5,000	0	5	3	\$0.00	\$0.00	\$0.00	N.A.
	6,000	0	5	3	\$0.00	\$0.00	\$0.00	N.A.
	7,000	0	6	3	\$0.00	\$0.00	\$0.00	N.A.
	8,000	1	6	2	\$0.00	\$0.00	\$0.00	N.A.
	9,000	0	6	2	\$0.00	\$0.00	\$0.00	N.A.
	10,000	1	7	2	\$0.00	\$0.00	\$0.00	N.A.
	20,000	0	7	1	\$0.00	\$0.00	\$0.00	N.A.
30,000	0	8	1	\$0.00	\$0.00	\$0.00	N.A.	
40,000	0	8	0	\$0.00	\$0.00	\$0.00	N.A.	

Chart 1 - Operating Ratio

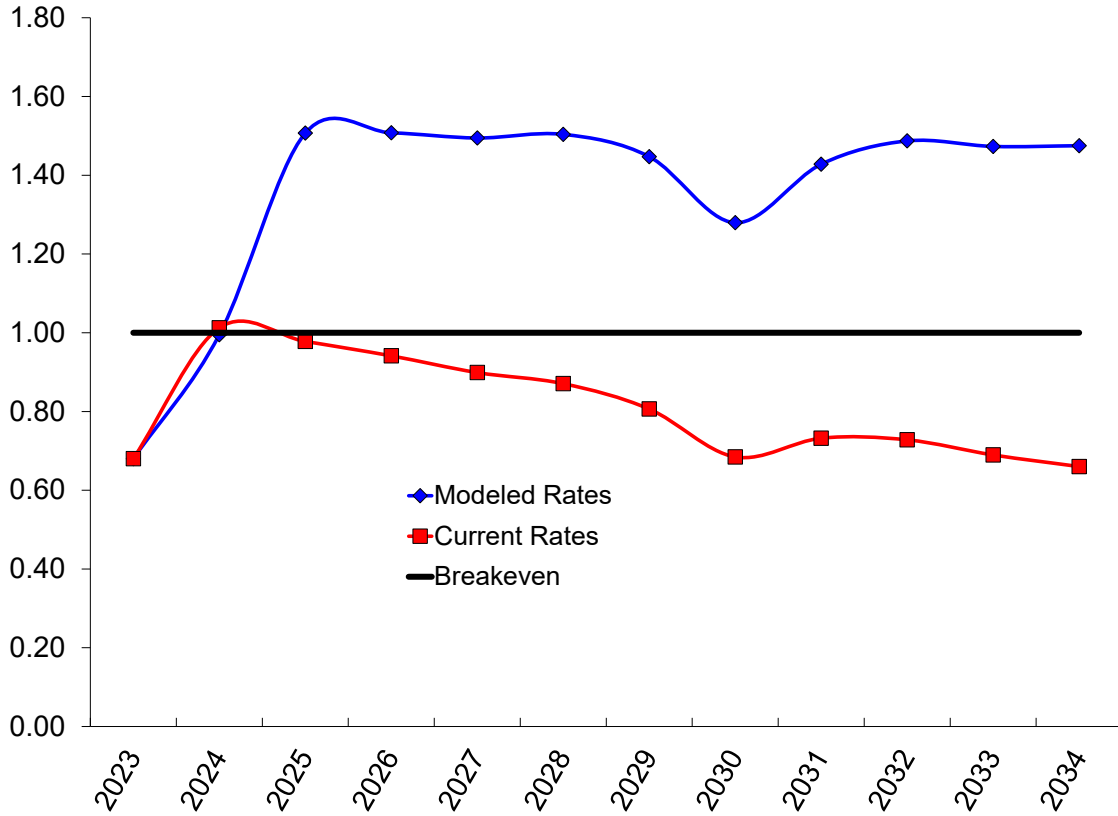


Chart 2 - Coverage Ratio

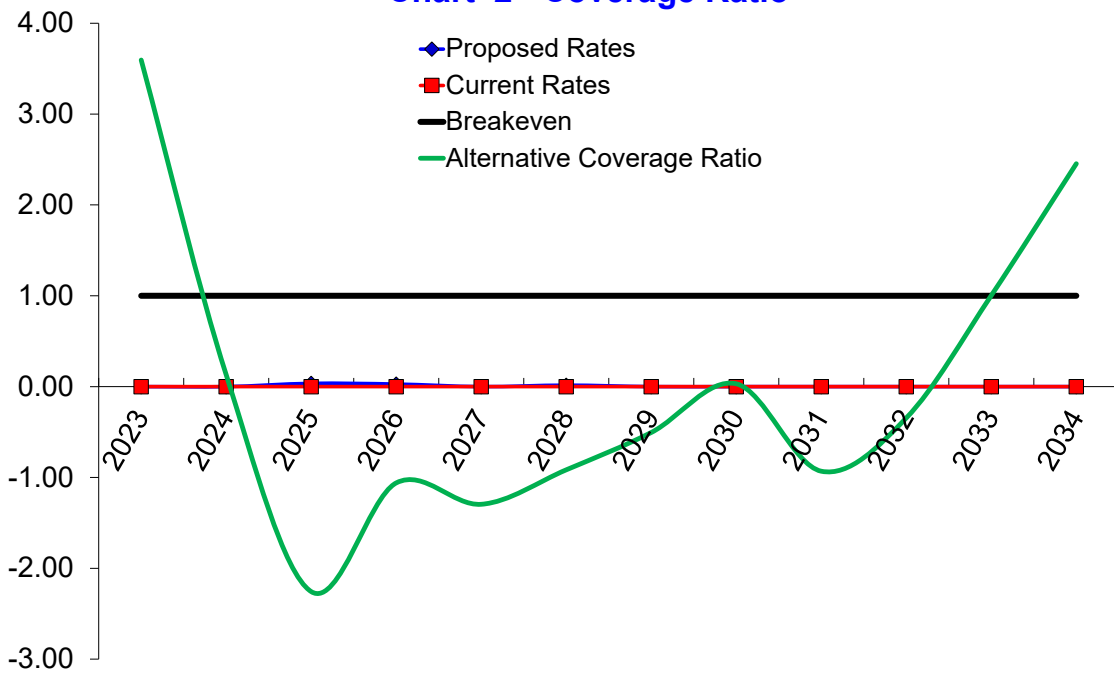


Chart 3 - Residential Users' Bills

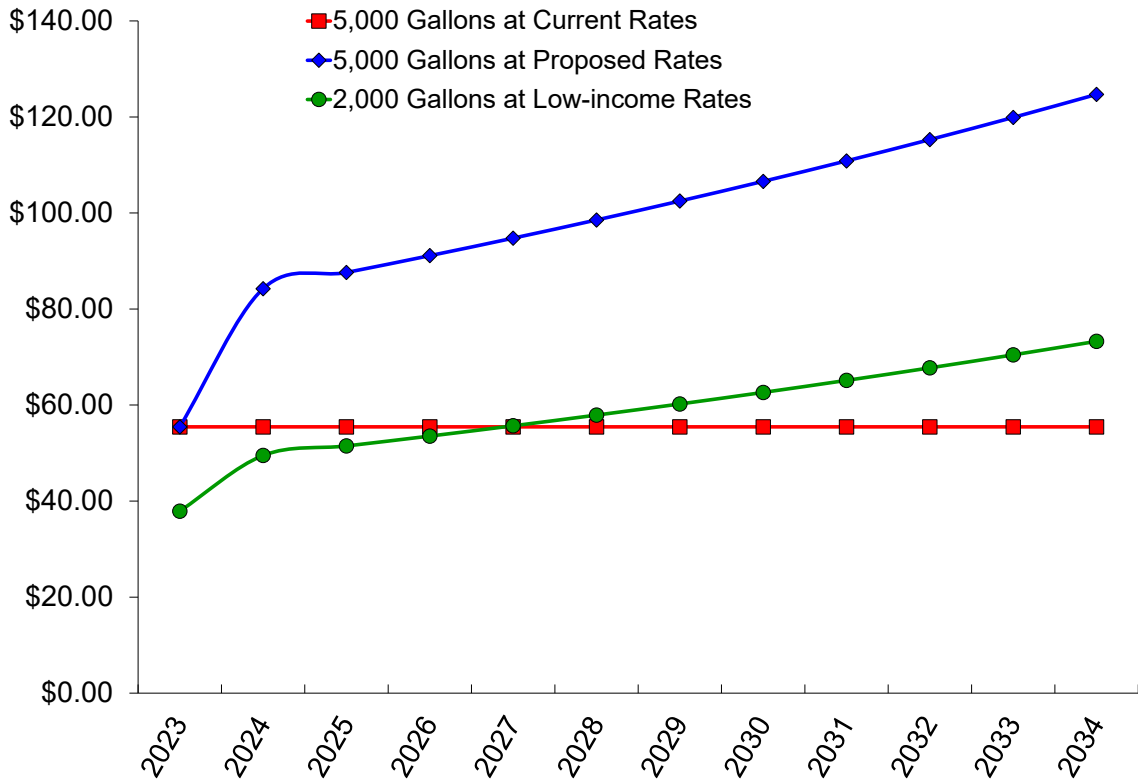


Chart 4 - Affordability

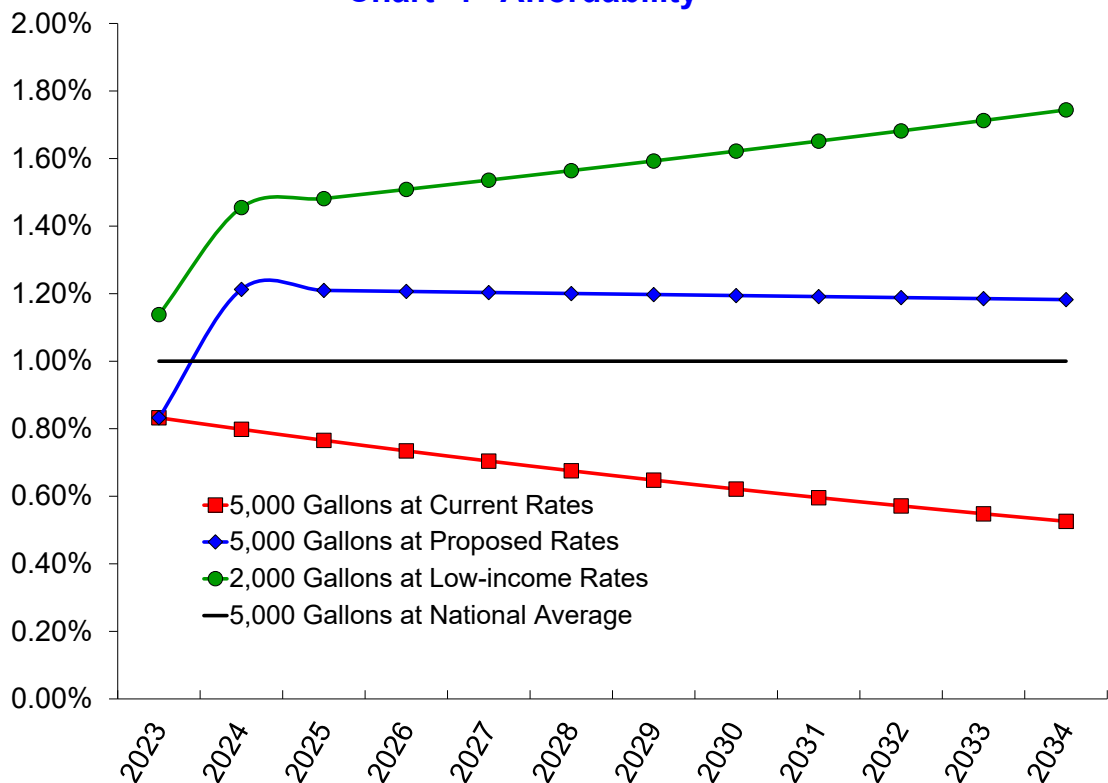


Chart 5 - Working Capital vs Goal

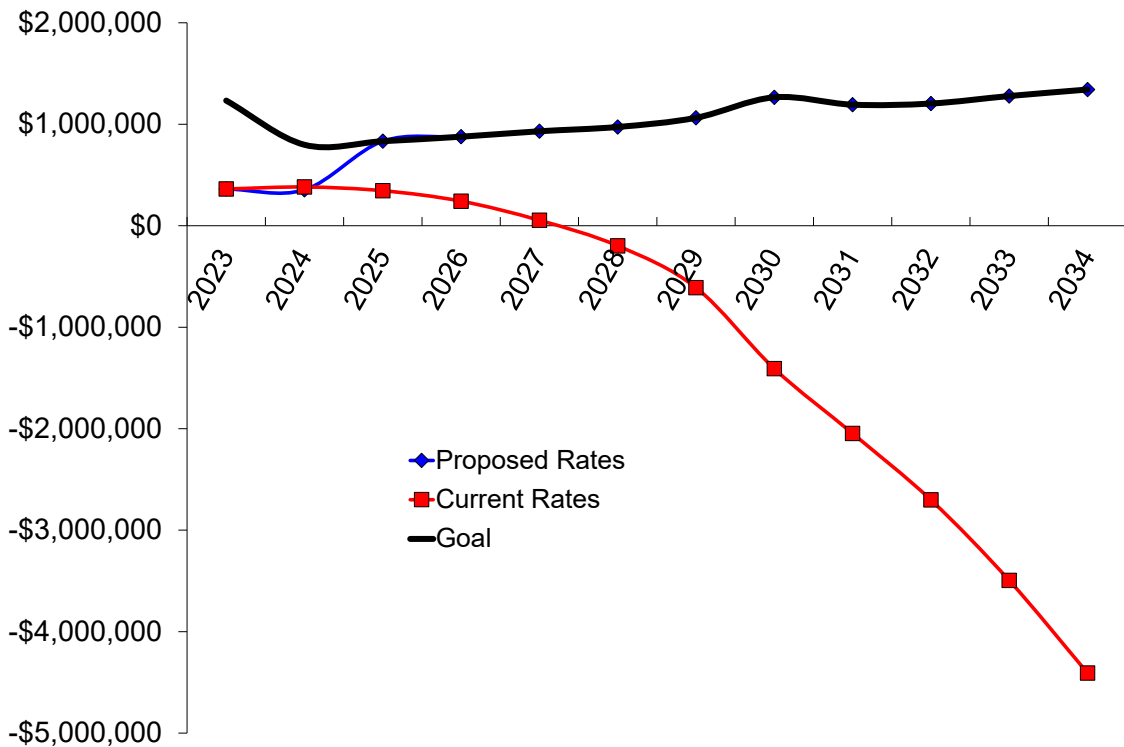


Chart 6 - Value of Cash Assets Before Inflation

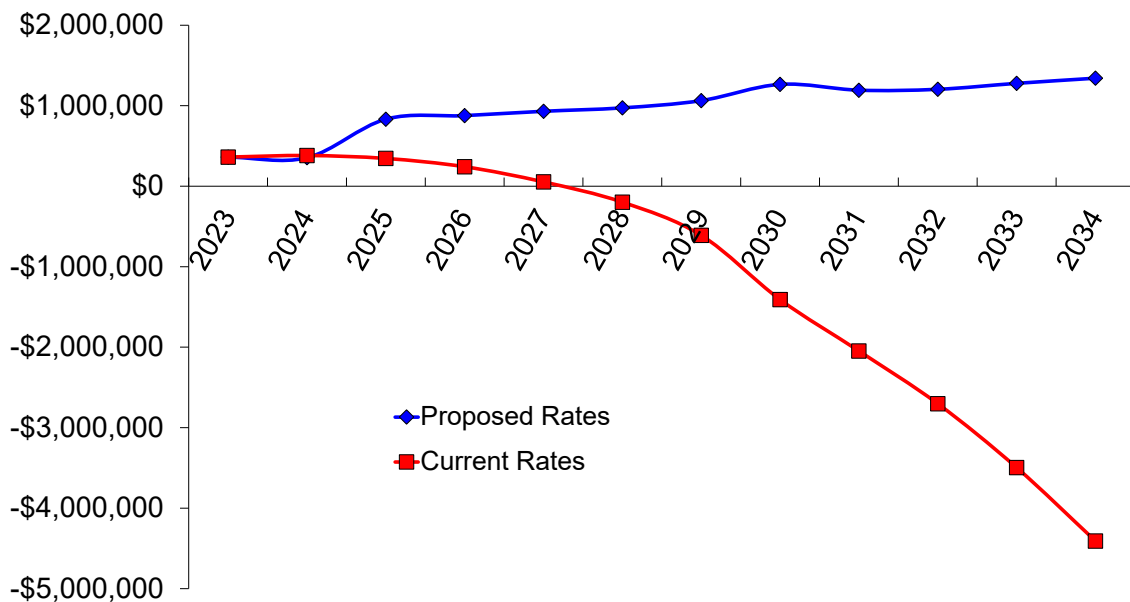


Chart 7 - Value of Cash Assets After Inflation

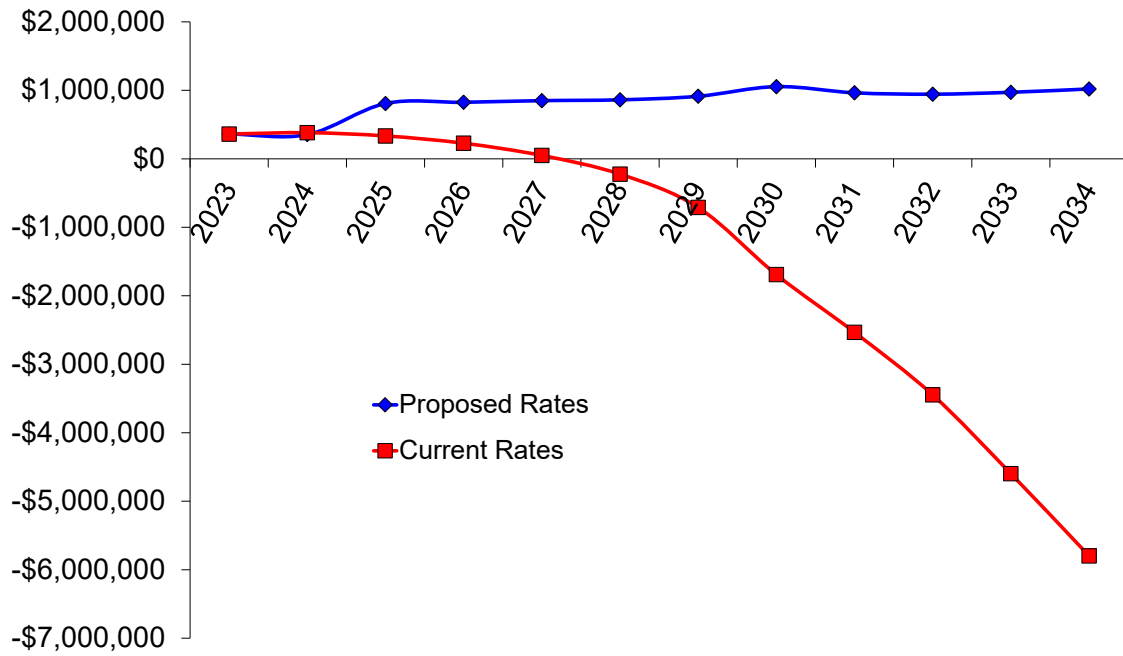
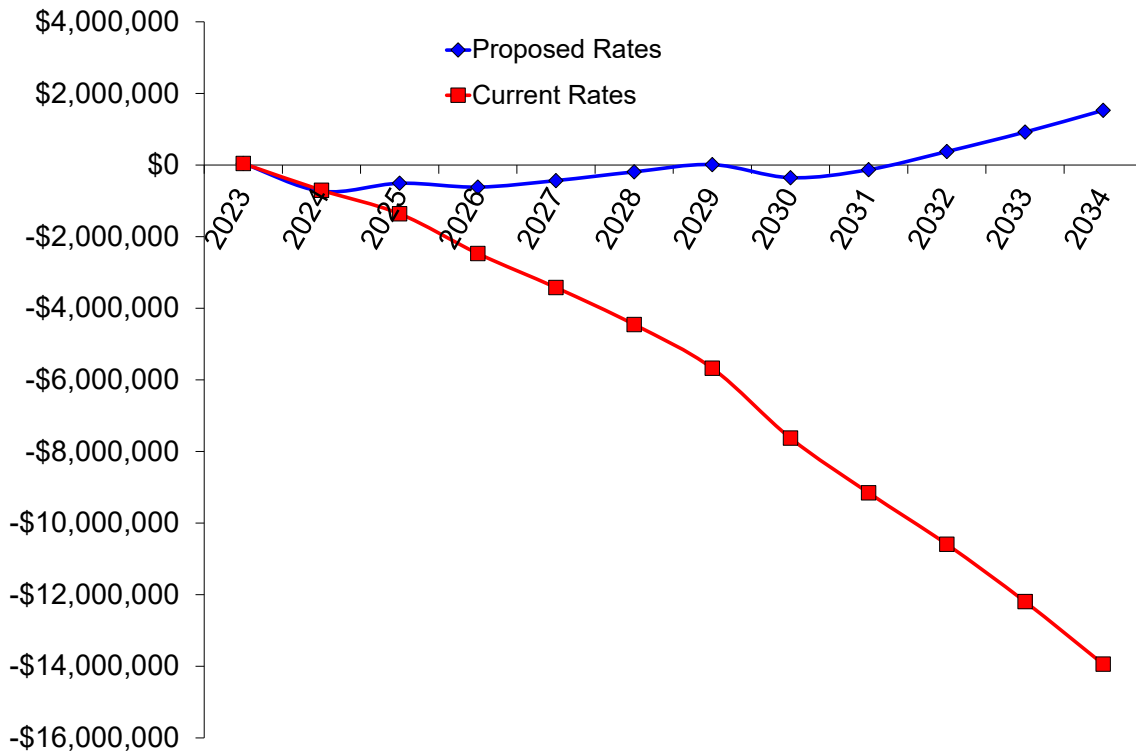


Chart 8 - Sum of All Reserves



CITY OF WILLARD
INTERNAL MEMORANDUM

DATE: January 13, 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:

- Received payment of our second reimbursement request with USEPA.
- Design of force main, lift station modification, erosion control and electrical are 90% 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:

- Responded to comments regarding Construction Permit application from the Missouri Department of Natural Resources. We expect the issuance of the permit soon.
- MDNR land disturbance permit obtained.
- License agreement with the Springfield Airport Board has been executed and recorded.
- The City of Springfield review completed and accepted our plans with one minor change regarding easement.
- Plans awaiting Greene County Environmental comment or acceptance.
- Easement negotiations with the major landowners are in progress. Some title work is still required.