

# City of Willow Springs

---

## Regular Council Meeting AGENDA

Thursday, February 20, 2020  
City Hall Council Chambers

- I. CALL TO ORDER**  
Announcement of Quorum  
Approval of Agenda
- II. CONSENT AGENDA**  
Approval of Minutes (RM 1/16) Pg. 2  
Approval of Bills for Payment Pg. 5  
Receipt of Financial Reports  
YMCA, Department Head's & Board's Reports Pg. 13
- III. NEW BUSINESS**  
A. Airport Board Appointment Pg. 17  
B. Increase Purchase Order Minimum Discussion Pg. 18  
C. Highway Safety Grant; Bill No. 67-20, Resolution No. 20-67 Pg. 19  
D. Sanitation Service Bid Discussion  
E. Demolition Bid Discussion
- IV. CLOSED SESSION**  
A. Legal

Pursuant to RSMo 610.021 (1) Legal, (2) Real Estate, (3) Personnel

# City of Willow Springs

---

## Regular Council Meeting

Thursday, January 16, 2020

City Hall, 5:00 p.m.

**Present:** Mayor Brooke Fair, Alderman Danny Bradley, Alderman Susan Rackley, Alderman Troy Yonker, Alderman Phill Knott, City Administrator Beverly Hicks, City Clerk Alicia Worley, City Attorney Zane Privette, City Marshal Bryan Hogan.

**Guest:** Jeff Ward, Amanda Mendez

### ANNOUNCEMENT OF QUORUM

Announcement of Quorum: City Clerk Alicia Worley called the roll.

Mayor Fair opened the January meeting of the Board of Alderman at 5:01 pm with a quorum present.

### AGENDA APPROVAL

**Motion by Alderman Yonker, seconded by Alderman Bradley to approve the agenda as presented. Motion carried 4-0.**

### CONSENT AGENDA

**Motion by Alderman Knott, seconded by Alderman Rackley to approve the Consent Agenda which included Approval of Minutes – (RM 12/19), Approval of Bills for Payment, Receipt of Financial Reports, and YMCA, Department Head’s & Board’s Reports. Motion carried 4-0.**

### NEW BUSINESS

**104 E. Main Street Discussion:** City Administrator Beverly Hicks stated Jared Nichols with Allgeier, Martin and Associates inspected the outside of the building on December 18, 2019. He does not feel the whole building will collapse. The cost could be \$50,000 to fix. There needs to be barricades in place blocking the sidewalk and parking areas adjacent with the building. If this is not taken care of this year, the engineer is not sure the building could be salvaged by next winter.

Troy Yonker would like to see us move forward and have a meeting with the owner, engineer, and contractor. Susan Rackley and Phill Knott agree.

**Fire Dept./USDA Grant Discussion:** City Administrator Beverly Hicks reminded council we have put money in the budget for a new fire truck. Hicks attended a meeting and was able to speak with someone regarding grants for a new truck. Hicks received an email with the documents and would need to have them turned in by the March 1<sup>st</sup> deadline.

**Motion by Alderman Knott, seconded by Alderman Rackley to pursue the USDA Community Facilities Grant for a new fire truck. Motion carried 4-0.**

**915 Welch Dr. Re-Zone from ‘R-1’ to ‘R-3’:** City Clerk Alicia Worley explained the Planning & Zoning Committee met on Monday to discuss re-zoning 915 Welch Drive, owned by Jeff

Ward, from 'R-1' to 'R-3'. Phill Knott asked Jeff he was willing to bring the house up to code and Jeff said yes he is willing to speak with the inspector and do what he needs to.

**Motion by Alderman Yonker, seconded by Alderman Knott to read Bill No. 20-53. Motion carried 4-0 and the clerk read Bill No. 20-53.**

**Bill No. 20-53**

**Ordinance No. 1553**

**AN ORDINANCE PURSUANT TO CHAPTER 405 OF THE WILLOW SPRINGS CODE,  
REZONING PROPERTY LOCATED AT 915 WELCH DRIVE, WILLOW SPRINGS,  
MISSOURI**

**Motion by Alderman Yonker, seconded by Alderman Knott to read Bill No. 20-53 as Ordinance No. 1553. Motion carried 4-0 and the clerk read Ordinance No. 1553.**

**Bill No. 20-53**

**Ordinance No. 1553**

**AN ORDINANCE PURSUANT TO CHAPTER 405 OF THE WILLOW SPRINGS CODE,  
REZONING PROPERTY LOCATED AT 915 WELCH DRIVE, WILLOW SPRINGS,  
MISSOURI**

**Motion by Alderman Yonker, seconded by Alderman Knott to adopt Ordinance No. 1553. A roll call vote was taken:**

**Ayes: Bradley, Rackley, Yonker, Knott**

**Nays: None**

**2019 Year End Review:** City Administrator Beverly Hicks highlighted items presented in the packet for the year 2019. The City expended around \$710,000 for transformers, manholes, lift stations, pipe, wire, etc.... this does not include labor. Hicks stated she needed to correct the amount expended for repair and maintenance of buildings, vehicles and equipment. She reported it was \$105,600 and it should have been \$137,700 to include the repairs to a well. We did get \$24,000 back from insurance for the well repairs.

Hicks reviewed the revenues:

- Personal Property Tax (City does not collect Real Property Tax) \$25,326.00
- Franchise Fees (gas, cable, phones) \$76,487.42
- Sales Tax \$934,697.00
- Use Tax \$77,000.00
- Vehicle/Motor Fuel Tax \$89,000.00
- Permits (business, building and liquor) \$17,642.00

This totals around 1.22 million of our 2019 revenue. User fees for electric, water and sewer came to around \$3.8 million in 2019. Fees for service, membership, court fines and rental roughly made up of \$367,000. Grant and insurance reimbursements \$58,500. The City sold assets of \$65,000 as well.

It is important to realize that it requires close to 4.0 million to maintain, repair and upgrade utility services like electric, water, sewer and streets. It also requires a budget of \$675,000 for fire, courts and police to support those departments. Consequently leaving only 1.3 million for parks, pool, golf, airport, administration, cemetery, maintenance of vehicles and buildings, library and YMCA support.

**EXECUTIVE SESSION**

**Motion by Alderman Rackley to move to executive session for (3) Personnel §610.021.  
Alderman Yonker seconded the motion and a roll call vote was taken:**

**Ayes: Rackley, Yonker, Knott, Bradley  
Nays: None**

**Motion by Alderman Knott, seconded by Alderman Yonker to adjourn executive session.  
Motion carried 4-0.**

The meeting moved into Executive Session at 5:56 p.m. and adjourned at 6:28 p.m. with no action taken.

**Motion by Alderman Yonker, seconded by Alderman Rackley to adjourn open session at 6:28p.m. Motion carried 4-0.**

**CITY OF WILLOW SPRINGS**

**ATTEST:**

\_\_\_\_\_  
Brooke Fair, Mayor

\_\_\_\_\_  
Alicia Worley, City Clerk

# ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	CHECK#	DATE	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
1 US BANK - GEN/AP										
237237		2/03/2020		907	TOADERTRONIX LLC	720.00				
237238		2/03/2020		220	CITY OF WILLOW SPRINGS	.00				VOID:
237239		2/03/2020		220	CITY OF WILLOW SPRINGS	8,988.40				VOID: PRINTING ERROR
237240		2/03/2020		220	CITY OF WILLOW SPRINGS	.00				VOID:
237241		2/03/2020		220	CITY OF WILLOW SPRINGS	8,988.40				
237242		2/03/2020		543	MFA OIL PETRO CARD	3,814.83				
237243		2/03/2020		388	HOWELL-OREGON ELEC COOP	2,075.73				
237244		2/03/2020		1602	ALLGEIER, MARTIN & ASSOC, INC	2,819.66				
237245		2/04/2020		1616	PROF. LAW ENFORCEMENT ASSOC	58.30				
237246		2/04/2020		1612	VANCE FARMER	114.99				
237247		2/05/2020		526	MO DEPARTMENT OF REVENUE	320.85				
237248		2/05/2020		1518	AIRGAS USA, LLC	22.05				
237249		2/05/2020		83	AMERIPRIDE	.00				VOID:
237250		2/05/2020		83	AMERIPRIDE	.00				VOID:
237251		2/05/2020		83	AMERIPRIDE	.00				VOID:
237252		2/05/2020		83	AMERIPRIDE	.00				VOID:
237253		2/05/2020		83	AMERIPRIDE	964.25				
237254		2/05/2020		1037	Battery Station LLC	296.96				
237255		2/05/2020		1574	BROOKE FAIR	80.00				
237256		2/05/2020		1401	CABLE AMERICA	724.19				
237257		2/05/2020		178	CAPE ELECTRICAL SUPPLY	5,200.26				
237258		2/05/2020		181	CAWVEYS ELEC MTR SERVICE	7,533.24				
237259		2/05/2020		158	CENTURYLINK	670.68				
237260		2/05/2020		1627	CORE & CUTTING OF SPRINGFIELD	936.00				
237261		2/05/2020		1596	CORE & MAIN LP	3,227.00				
237262		2/05/2020		1246	DANNY BRADLEY	75.00				
237263		2/05/2020		1545	ERB TURF EQUIPMENT, INC.	135.91				
237264		2/05/2020		330	FABICK SOUTHWEST	102.50				
237265		2/05/2020		310	FLETCHER-REINHARDT CO	1,571.86				
237266		2/05/2020		9999999999	FOSTER TRUCK SALES, INC	31.63				
237267		2/05/2020		1539	FREDA CARR	19.95				
237268		2/05/2020		336	G&W FOODS	13.73				
237269		2/05/2020		1598	GREENS PRO, INC	1,570.00				
237270		2/05/2020		374	HARRY COOPER SUPPLY CO	897.77				
237271		2/05/2020		377	HIRSCH FEED & FARM SUPPLY	11.99				
237272		2/05/2020		322	HOWELL CO RECORDER OF DEEDS	54.00				
237273		2/05/2020		401	HOWELL CO SHERIFF'S DEPT	1,680.00				
237274		2/05/2020		9999999999	HOWELL COUNTY HEALTH DEPT	128.00				
237275		2/05/2020		1631	HOWELL COUNTY NEWS	25.00				
237276		2/05/2020		1618	INDIAN CREEK MATERIALS LLC	2,751.17				
237277		2/05/2020		1116	J & S GOLF CARS	136.83				
237278		2/05/2020		1605	JOHNSON MACHINE WORKS LLC	13.77				
237279		2/05/2020		1361	L & B SERVICES LLC	19,480.00				
237280		2/05/2020		1481	LARSON GROUP	19.78				
237281		2/05/2020		501	LEE'S TIRE SHOP	2,153.22				
237282		2/05/2020		1211	LIBERTY NATIONAL	82.40				
237283		2/05/2020		9999999999	LIGHTHOUSE ASSEMBLY CHURCH	20.00				
237284		2/05/2020		508	LYNCH EQUIPMENT	97.02				
237285		2/05/2020		542	MFA AGRI SERVICES	.00				VOID:
237286		2/05/2020		542	MFA AGRI SERVICES	623.41				
237287		2/05/2020		544	MFA PROPANE	1,020.40				

**ACCOUNTS PAYABLE CHECK REGISTER**

BANK#	BANK NAME	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
237288	2/05/2020	1640	MIDWEST AERIAL CONTRACTING LLC	8,400.00				
237289	2/05/2020	1446	MILLER ELECTRIC	227.43				
237290	2/05/2020	572	MISSOURI ONE CALL SYSTEM INC	47.50				
237291	2/05/2020	1441	MISSOURI STATE HWY PATROL	135.00				
237292	2/05/2020	526	MO DEPARTMENT OF REVENUE	45.00				
237293	2/05/2020	1565	MO SHERIFF'S RETIREMENT FUND	132.00				
237294	2/05/2020	622	BURO, LLC	59.36				
237295	2/05/2020	646	O'REILLY AUTOMOTIVE INC	.00				VOID:
237296	2/05/2020	646	O'REILLY AUTOMOTIVE INC	.00				VOID:
237297	2/05/2020	646	O'REILLY AUTOMOTIVE INC	.00				VOID:
237298	2/05/2020	646	O'REILLY AUTOMOTIVE INC	1,980.76				
237299	2/05/2020	655	OLSON PRECAST CONCRETE PRODUCT	58.00				
237300	2/05/2020	652	OZARK FAMILY YMCA	1,250.00				
237301	2/05/2020	1174	OZARK LASER & SHORING	8,950.00				VOID: ERROR
237302	2/05/2020	1556	OZARKS COCA-COLA/DR PEPPER	169.26				
237303	2/05/2020	1135	PDC LABORATORIES	919.00				
237304	2/05/2020	674	PENMAC PERSONNEL SERVICES INC	15.00				
237305	2/05/2020	1575	PHILL KNOTT	75.00				
237306	2/05/2020	685	PIPE PLUS	85.45				
237307	2/05/2020	1550	POLLARDWATER	76.95				
237308	2/05/2020	1414	PURCHASE POWER	270.99				
237309	2/05/2020	701	QUILL CORP	1,215.95				
237310	2/05/2020	772	R&R PRODUCTS INC	3,616.51				
237311	2/05/2020	794	RANDY'S AUTO REPAIR	267.97				
237312	2/05/2020	778	RIVER ROCK REDI-MIX LLC	491.00				
237313	2/05/2020	1461	SENTINEL EMERGENCY	933.74				
237314	2/05/2020	1186	SNAPPY MART #18	25.00				
237315	2/05/2020	1641	SPEEDTECH LIGHTS INC	1,324.66				
237316	2/05/2020	786	SUSAN RACKLEY	75.00				
237317	2/05/2020	907	TOADERTRONIX LLC	465.00				
237318	2/05/2020	889	TOWN & COUNTRY	19.73				
237319	2/05/2020	1590	TRACTOR SUPPLY CREDIT PLAN	.00				VOID:
237320	2/05/2020	1590	TRACTOR SUPPLY CREDIT PLAN	859.65				
237321	2/05/2020	1300	TROY YONKER	75.00				
237322	2/05/2020	1275	TURFWERKS	618.14				
237323	2/05/2020	9999999999	UNIV OF MISSOURI EXTENSION	18.00				
237324	2/05/2020	922	USA BLUE BOOK	472.20				
237325	2/05/2020	382	W.T. HASS	650.00				
237326	2/05/2020	949	WAGGONER TRUE VALUE HOME CTR	.00				VOID:
237327	2/05/2020	949	WAGGONER TRUE VALUE HOME CTR	.00				VOID:
237328	2/05/2020	949	WAGGONER TRUE VALUE HOME CTR	.00				VOID:
237329	2/05/2020	949	WAGGONER TRUE VALUE HOME CTR	2,063.80				
237330	2/05/2020	1236	WCA WASTE CORPORATION	125.27				
237331	2/05/2020	1254	WILEY FENCE CO, LLC	908.00				
237332	2/05/2020	1278	WILL-CO DISPOSAL	11,020.80				
237333	2/05/2020	986	WILLOW SPRINGS LIBRARY	11,061.81				
237334	2/05/2020	1128	XEROX CORPORATION	597.00				
237335	2/05/2020	1174	OZARK LASER & SHORING	9,084.25				
237336	2/06/2020	9999999999	MARYLAND STATE POLICE	28.43				
237337	2/06/2020	73	ADAMS WELDING SERVICE	103.61				
237338	2/06/2020	1581	LANDMARK BANK	1,022.96				
237339	2/06/2020	670	PRIVETTE LAW OFFICE	1,398.36				
* 237340	Thru	237342						

# ACCOUNTS PAYABLE CHECK REGISTER

BANK# BANK NAME  
CHECK# DATE

ACCOUNT# NAME

CHECK AMOUNT CLEARED MANUAL VOID REASON FOR VOID

\* See Check Summary below for detail on gaps and checks from other modules.

BANK TOTALS:	
OUTSTANDING	133,771.27
CLEARED	.00
	-----
BANK 1 TOTAL	133,771.27
 **VOIDED**	 17,938.40

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
10 GENERAL	23,784.39	23,784.39	.00	3,801.03
20 ELECTRIC	18,425.91	18,425.91	.00	155.16
21 WATER / SEWER FUND	56,013.96	56,013.96	.00	13,391.09
23 SANITATION	11,309.27	11,309.27	.00	14.70
25 GOLF COURSE	9,420.58	9,420.58	.00	166.53
30 PARKS/RECREATION	3,110.40	3,110.40	.00	238.18
31 LIBRARY	11,061.81	11,061.81	.00	.00
32 ECONOMIC DEVELOPMENT	58.99	58.99	.00	.00
50 MAINTENANCE SHED	495.30	495.30	.00	135.05
60 CEMETERY	90.66	90.66	.00	36.66

**GENERAL REVENUE FUND BALANCE SHEET  
CITY OF WILLOW SPRINGS**

**BALANCE AS OF 12/31/2019** **\$983,674.12**

**REVENUES**

DAILY DEPOSITS- JAN 2020 \$359,121.92  
SALES/USE TAX REVENUES  
    GEN SALES TAX \$33,328.20  
    CAPITAL IMP TAX \$16,664.17  
    PARK TAX \$7,833.37  
    USE TAX \$3,609.02  
    MOTOR FUEL TAX-DOR \$7,129.57  
UTILITIES RECEIVED-ACH \$26,976.18  
GRANTS-POLICE \$0.00  
**TOTAL REVENUE FOR JAN 2020** **\$454,662.43**

**EXPENSES**

A/P FOR JAN 2020 \$80,938.25  
MPUA ELECTRIC POWER \$157,793.88  
PAYROLL AND TAXES \$96,082.48  
EMPLOYEE BENEFITS \$40,729.85  
SERVICE CHARGE \$422.88  
SALES TAX \$7,208.84  
RETURN CHECKS \$0.00  
FREIGHT/POSTAGE \$610.77  
DEPOSITS PAYABLE \$562.14  
COST SHARE/MODOT REPAVEMENT \$0.00  
**TOTAL EXPENDITURES FOR JAN 2020** **\$384,349.09**

**INTEREST ON MONEY**

**\$0.00**

**BALANCE 1/31/2020**

**\$1,053,987.46**

USE TAX DISTRIBUTION  
CITY OF WILLOW SPRINGS  
USE TAX DISTRIBUTION

**GENERAL USE TAX**

<b>RECVD:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
JAN		2,370.82	\$2,062.30
FEB		2,377.37	\$7,580.55
MAR		9,684.81	
APR		2,624.50	
MAY		1,244.90	
JUN		3,181.98	
JUL		1,809.79	
AUG	\$0.00	3,857.60	
SEP	\$336.18	3,001.40	
OCT	\$1,024.28	1,205.75	
NOV	\$1,458.07	8,512.94	
DEC	\$1,802.82	4,202.86	
	<b>\$4,621.35</b>	<b>\$44,074.72</b>	<b>\$9,642.85</b>

**CAPITAL IMPROVEMENT USE TAX**

<b>RECVD:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
JAN		\$1,185.36	\$1,031.15
FEB		\$1,188.76	\$3,790.25
MAR		\$4,842.52	
APR		\$1,312.25	
MAY		\$622.42	
JUN		\$1,591.02	
JUL		\$904.80	
AUG	\$0.00	\$1,928.78	
SEP	\$168.11	\$1,422.80	
OCT	\$512.04	\$602.89	
NOV	\$729.03	\$4,256.44	
DEC	\$901.50	\$2,101.47	
	<b>\$2,310.68</b>	<b>\$21,959.51</b>	<b>\$4,821.40</b>

**PARK USE TAX**

<b>RECVD:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
JAN		\$592.66	\$515.57
FEB		\$594.36	\$1,895.12
MAR		\$2,421.13	
APR		\$656.01	
MAY		\$311.21	
JUN		\$795.48	
JUL		\$452.48	
AUG	\$0.00	\$964.35	
SEP	\$84.03	\$711.36	
OCT	\$256.07	\$301.44	
NOV	\$364.48	\$2,128.20	
DEC	\$450.75	\$1,050.68	
	<b>\$1,155.33</b>	<b>\$10,979.36</b>	<b>\$2,410.69</b>

**CITY OF WILLOW SPRINGS**

**GENERAL SALES TAX**

<b>RECVD:</b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>
JAN	21,206.54	29,286.15	181,840.33	39,279.33	34,873.47	45,413.40	33,328.20
FEB	23,966.14	19,084.54	28,310.29	25,008.62	36,831.44	44,660.31	35,388.02
MAR	31,456.39	424,913.04	48,537.81	50,186.19	51,618.71	47,547.05	
APR	24,428.51	36,927.91	42,663.62	39,834.01	39,223.30	44,195.72	
MAY	25,895.64	30,220.14	40,451.73	26,697.78	29,306.03	37,064.11	
JUN	27,856.40	47,885.21	58,888.42	43,333.10	47,872.67	55,788.18	
JUL	35,936.02	39,476.67	74,095.15	50,008.37	49,635.79	42,863.48	
AUG	18,981.09	31,706.73	37,919.36	26,044.10	34,819.57	32,689.50	
SEP	33,403.72	46,346.47	56,220.02	51,244.58	45,435.10	57,344.89	
OCT	28,099.27	43,886.20	45,397.04	36,902.51	24,676.52	43,255.57	
NOV	22,043.27	29,398.23	25,903.83	26,221.56	36,908.57	28,636.15	
DEC	31,274.07	53,579.66	48,974.29	60,847.48	51,784.54	58,034.24	
	<b>\$324,547.06</b>	<b>\$832,710.95</b>	<b>\$689,201.89</b>	<b>\$475,607.63</b>	<b>482,985.71</b>	<b>\$537,492.60</b>	

**CAPITAL IMPROVEMENT TAX**

<b>RECVD:</b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>
JAN	10,603.89	14,643.19	90,920.03	19,639.81	17,436.86	22,706.53	16,664.17
FEB	11,983.03	9,542.21	14,155.24	12,504.36	18,415.79	22,330.19	17,694.04
MAR	15,728.16	212,456.52	24,260.22	25,093.05	25,809.37	23,773.72	
APR	12,214.18	18,463.84	21,331.98	19,917.32	19,611.62	22,097.78	
MAY	12,947.80	15,110.38	20,225.82	13,348.98	14,652.93	18,532.01	
JUN	13,928.15	\$23,942.62	29,444.21	21,666.64	23,936.46	27,894.13	
JUL	17,968.31	19,738.39	37,047.64	25,004.19	24,817.92	21,431.72	
AUG	9,490.42	15,853.36	18,959.62	13,022.06	17,409.82	16,344.82	
SEP	16,702.06	\$23,173.36	28,110.34	25,622.40	22,717.52	28,672.33	
OCT	14,049.54	21,943.24	22,698.55	18,451.11	12,341.03	21,627.79	
NOV	11,021.63	14,699.17	12,952.03	13,110.66	18,454.38	14,318.15	
DEC	15,638.34	26,789.81	24,487.23	30,423.80	25,892.37	29,017.00	
	<b>\$162,275.51</b>	<b>\$416,356.09</b>	<b>\$344,592.91</b>	<b>237,804.38</b>	<b>241,496.07</b>	<b>\$268,746.17</b>	

**PARK SALES TAX**

<b>RECVD:</b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>
JAN	4,839.06	6,755.35	45,111.79	9,530.89	7,878.30	10,767.02	7,833.37
FEB	5,699.36	4,139.64	6,638.19	5,653.57	8,664.53	10,594.97	8,211.41
MAR	6,802.95	105,623.07	11,258.45	11,367.17	11,856.14	10,894.28	
APR	5,124.73	7,993.90	9,967.53	9420.16	9,056.80	10,335.86	
MAY	5,561.90	6,951.26	9,790.08	6,435.56	6,898.81	8,812.23	
JUN	6,377.08	\$11,445.11	14,229.05	10,333.14	11,403.77	13,359.51	
JUL	8,678.65	9,613.98	18,194.62	12,150.85	12,087.43	10,451.14	
AUG	4,377.76	7,789.86	9,234.37	6,238.28	8,410.05	7,886.24	
SEP	7,909.58	\$10,915.22	13,626.33	12,332.70	10,954.40	13,970.99	
OCT	6,555.59	10,553.95	10,903.30	9,156.60	5,771.46	10412.35	
NOV	5,024.56	7,004.04	6229.05	6,438.75	8,867.52	6,847.49	
DEC	7,347.77	13,032.26	11,893.63	14,539.49	12,554.49	14,126.33	
	<b>\$74,298.99</b>	<b>\$201,817.64</b>	<b>\$167,076.39</b>	<b>113,597.16</b>	<b>114,403.70</b>	<b>\$128,458.41</b>	

**CITY OF WILLOW SPRINGS  
MOTOR FUEL TAX/MOTOR VEHICLE FEE/MOTOR VEHICLE TAX**

**MOTOR VEHICLE TAX**

	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
JAN	\$1,194.14	\$1,412.26	\$1,508.50	\$1,456.97	\$1,570.67	\$1,325.54	\$1,722.33
FEB	\$1,065.64	\$1,116.22	\$1,116.18	\$1,523.01	\$1,497.09	\$1,485.95	
MARCH	\$1,168.41	\$1,312.39	\$1,558.40	\$1,431.19	\$1,441.20	\$1,473.38	
APRIL	\$1,658.36	\$1,299.12	\$1,759.48	\$1,843.18	\$1,978.38	\$1,636.01	
MAY	\$1,666.89	\$1,509.94	\$1,587.09	\$1,722.87	\$1,703.45	\$1,592.76	
JUNE	\$1,259.87	\$1,683.40	\$1,658.84	\$1,717.33	\$1,731.79	\$1,505.82	
JULY	\$1,540.55	\$1,017.29	\$1,477.74	\$1,648.00	\$1,652.38	\$1,900.58	
AUGUST	\$1,440.85	\$1,576.35	\$1,751.31	\$1,635.92	\$1,901.38	\$1,860.14	
SEPTEMBER	\$1,612.10	\$1,470.08	\$1,783.71	\$1,926.44	\$1,725.48	\$1,962.57	
OCTOBER	\$1,290.73	\$1,827.95	\$1,610.07	\$1,379.60	\$1,523.81	\$1,736.78	
NOVEMBER	\$1,755.53	\$1,567.76	\$1,497.75	\$1,737.17	\$1,609.80	\$1,848.77	
DECEMBER	\$1,106.11	\$1,261.52	\$1,385.01	\$1,510.90	\$1,400.71		
<b>TOTAL</b>	<b>\$16,759.18</b>	<b>\$17,054.28</b>	<b>\$18,694.08</b>	<b>\$19,532.58</b>	<b>\$19,736.14</b>	<b>\$18,328.30</b>	<b>92.87%</b>

<b>FUEL TAX</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
JAN	\$4,588.98	\$4,762.12	\$4,280.49	\$4,809.60	\$4,855.12	\$4,824.60	\$4,899.25
FEB	\$4,474.50	\$4,883.18	\$5,004.48	\$4,997.57	\$4,871.92	\$4,847.34	
MARCH	\$4,445.95	\$4,681.53	\$4,487.83	\$4,498.69	\$4,552.05	\$4,576.37	
APRIL	\$4,089.24	\$4,720.90	\$4,467.64	\$4,355.27	\$4,194.26	\$4,193.13	
MAY	\$4,624.86	\$4,810.29	\$4,868.33	\$4,921.30	\$4,960.85	\$4,953.34	
JUNE	\$4,691.60	\$4,854.91	\$4,832.39	\$4,748.09	\$4,577.08	\$4,852.71	
JULY	\$4,952.95	\$4,920.40	\$4,926.50	\$5,027.97	\$5,443.31	\$5,139.11	
AUGUST	\$4,738.30	\$5,445.22	\$5,035.98	\$5,482.70	\$5,001.44	\$4,977.55	
SEPTEMBER	\$4,967.95	\$5,447.03	\$5,040.16	\$5,097.29	\$4,702.57	\$5,469.83	
OCTOBER	\$4,953.16	\$5,108.81	\$5,187.24	\$5,195.27	\$5,512.48	\$5,216.33	
NOVEMBER	\$4,739.45	\$4,623.90	\$4,961.67	\$4,725.40	\$4,832.04	\$4,871.24	
DECEMBER	\$5,103.39	\$4,959.43	\$5,068.97	\$4,987.21	\$5,147.11		
<b>TOTAL</b>	<b>\$56,370.33</b>	<b>\$59,217.72</b>	<b>\$58,161.68</b>	<b>\$58,846.36</b>	<b>\$58,650.23</b>	<b>\$53,921.55</b>	<b>91.94%</b>

**MOTOR VEHICLE FEE INC**

	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
JAN	\$829.69	\$809.55	\$958.80	\$768.57	\$810.28	\$797.65	\$507.99
FEB	\$743.36	\$671.50	\$707.73	\$807.63	\$806.49	\$1,005.62	
MARCH	\$721.03	\$746.41	\$629.01	\$709.13	\$720.83	\$528.54	
APRIL	\$707.84	\$774.84	\$962.31	\$894.69	\$970.23	\$873.52	
MAY	\$974.26	\$1,271.92	\$870.97	\$943.03	\$938.81	\$1,062.19	
JUNE	\$824.40	\$632.59	\$983.51	\$1,003.95	\$998.44	\$904.46	
JULY	\$742.16	\$723.45	\$746.63	\$742.51	\$733.73	\$632.65	
AUGUST	\$713.87	\$737.71	\$676.27	\$686.54	\$825.15	\$827.79	
SEPTEMBER	\$842.42	\$759.18	\$872.45	\$895.59	\$823.22	\$894.89	
OCTOBER	\$664.58	\$910.88	\$777.79	\$691.73	\$702.11	\$881.78	
NOVEMBER	\$806.60	\$628.55	\$619.43	\$884.05	\$736.22	\$711.55	
DECEMBER	\$655.55	\$731.87	\$724.00	\$711.89	\$773.71		
<b>TOTAL</b>	<b>\$9,225.76</b>	<b>\$9,398.45</b>	<b>\$9,528.90</b>	<b>\$9,739.31</b>	<b>\$9,839.22</b>	<b>\$9,120.64</b>	<b>92.70%</b>

**From:** John Bailey <john@baileychevy.com>  
**Sent:** Friday, February 14, 2020 4:39 PM  
**To:** 'Alicia Worley'  
**Subject:** minutes airport board for packet

Feb 13,2020

Meeting was posted 24 hrs prior to comply with sunshine law.

Present: . J Bailey, , T White. P Knott, M White

1. Minutes 01/09/2020 were read...motion by Knott 2<sup>nd</sup> by Bailey. passed
2. Status reports from ongoing work orders/ improvements needed asap.

a. The board is still recommending “safety” improvements at the airport to be addressed by City. The opinion of the board is as follows: not having lighting at the Taxi Apron/Ramp is a safety liability to the City. The board recommends lights be installed on new poles at each hangars end. These new LED lights will point toward the “flammable fuel area” and the “tie down” area. Mr Bailey is also to report on the windsock lack of lighting. A grant for the windsock will be looked into by board. Price is 1700 for halogen or 2,700 for LED. Upon further inspection it is noted the Quartz light by Burchard pilots lounge in out. The street light by Knotts hangar # 11 is out as well. The phone line request has been taken care of ..thank you to city crew for that repair. Thank you for bathroom water leak repair as well.

b. Board recommends to council the airport have its own page on the city website instead of the current listing on recreation page. Board recommends City stop the “land line “service to the Pilots lounge and switch to WI-FI service for the pilots/ and city crews both to use at airport. The expense of canceling the “land line at the lounge” should almost offset the upgrade. The cell phones using towers only get 1 bar or 1G of internet without WI FI currently.

c. Board notes recent water leak repairs have left ruts large enough to cause a stumble. Board reports these ruts are a “safety” issue for patrons. Board notes parking lot chip and seal work order is good idea. Street Sup/ and Administrator Hicks are working on best time to complete project after the numerous water leaks are final

d. Board reports the Burchard building is being cleaned regularly by City. Thank you to parks department.

3. Brush and Tree removal. No report

- 4.Fuel update: We sold a good 182 gals in Jan. We should still have over 2000 gals left ....The board calculates 3,676 gallons sold for the 2019 year. Good job to all the area pilots for

flying more in 2019. Good job Airport Manager White for telling as many pilots to fly to Willow Springs to buy their fuel. Board asks if now would be a good time to check for 2,000 gallon of gasoline purchase as prices are low.

- 5. Paved surface .. Board thinks engineer should access crack again asap to prevent another winter of seepage.

- 6. Hangar update: # 31 vacated by Hook. # 21 Dr Albino now has plane in hangar . #10 that was damaged this summer is fixed. A report on the repair was tabled by all until next meeting.

- 7 hay contract..No report.

- 8 New business: Sandy Smith is scheduled to possibly visit us next meeting.

. Next meeting 3/12/2020 . Motion to adjourn at 6:45by M White2nd Knott ..passed



## OZARKS FAMILY YMCA Willow Springs Branch



### Program Report – February, 2020

#### 3<sup>rd</sup>-6<sup>th</sup> Grade Basketball:

We just finished this league. Teams started practicing late November and games started in January. Teams had home games as well as traveled to Mt. Grove and Cabool. We had 50 kids in this basketball league. We had two boys 3<sup>rd</sup>-4<sup>th</sup> grade teams, two boys 5<sup>th</sup>-6<sup>th</sup> teams, and one girls 5<sup>th</sup>-6<sup>th</sup> team.

#### Morning Boot Camp Class:

We have 15 registered for the current session of this class which meets Monday through Friday mornings from 5:30-6:00 a.m. This session will run through March 13. This is a high intensity class but can be modified to any fitness level. It includes strength, cardiovascular, and core exercises.

#### Silver Sneakers:

There are approximately 20 enrolled in this program with 8-10 coming regularly to the class. This program is an exercise class for individuals age 65 and older which meets on Mon., Wed., and Fri. from 9:00-10:00 a.m. Most of the other silver sneakers members who are enrolled use the workout facility instead of going to the classes.

#### T-Ball & Coach Pitch:

We are registering now for these two programs. T-Ball is for 5-6 yr. olds and Coach Pitch is for 7-8 yr. olds. These programs start early April and run through mid May.

#### Youth Baseball & Softball:

We are also now registering for these two programs. The divisions are Boys BB, ages 9-10 and 11-12; and Girls SB, ages 9-10 and 11-13. Teams will start practicing early April with games beginning mid May and running through the end of June. They will be in a league with other towns including Cabool, Eminence, Licking, Mt. View, Summersville, Winona, and Houston.

**Willow Springs Statement Of Activities**  
**Ozarks Family YMCA**  
**01/01/2020 - 01/31/2020**  
**Period 5 January 2020**

Account Number	Account Name	Period 5 January 2020			Year to Date 2020		
		Actual	Budget	Variance	Actual	Budget	\$ Variance
<b>Revenue</b>							
01-04-01-0111	Strong Y Campaign	1,366.25	1,400.00	(33.75)	6,784.25	6,800.00	(15.75)
01-04-01-1410	Sale of Supplies	415.00	400.00	15.00	453.00	510.00	(57.00)
01-04-01-1510	Investment Income	0.77	-	0.77	3.79	-	3.79
01-04-01-1514	Insufficient Funds Income	15.00	15.00	-	60.00	75.00	(15.00)
01-04-02-0112	Willow Rotary Contribution	-	-	-	3,500.00	3,600.00	(100.00)
01-04-02-0124	City of Willow Springs Contribution	1,250.00	1,250.00	-	6,250.00	6,250.00	-
01-04-02-0143	Silver Sneakers	450.00	450.00	-	2,250.00	2,250.00	-
01-04-02-0810	United Way Contribution	125.00	125.00	-	250.00	250.00	-
01-04-03-1130	High School Membership	40.00	20.00	20.00	180.00	100.00	80.00
01-04-03-1140	Adult Membership	786.75	975.00	(188.25)	4,183.25	4,025.00	158.25
01-04-03-1148	Scholarship - Adult	-	12.50	(12.50)	50.00	62.50	(12.50)
01-04-03-1150	Senior Membership	727.75	700.00	27.75	1,680.75	2,060.00	(379.25)
01-04-03-1158	Scholarship - Senior	130.25	-	130.25	171.25	-	171.25
01-04-03-1160	Senior Couple	437.68	425.00	12.68	1,906.90	1,765.00	141.90
01-04-03-1168	Scholarship - Senior Couple	-	-	-	22.00	-	22.00
01-04-03-1170	Single Parent Membership	27.25	120.00	(92.75)	251.00	600.00	(349.00)
01-04-03-1178	Scholarship - Single Parent Family	12.75	25.00	(12.25)	102.00	125.00	(23.00)
01-04-03-1180	Family Membership	1,925.62	2,000.00	(74.38)	10,583.52	9,700.00	883.52
01-04-03-1188	Scholarship - Family	65.34	150.00	(84.66)	426.45	625.00	(198.55)
01-04-03-1198	Daily Usage Fee	81.00	125.00	(44.00)	439.50	480.00	(40.50)
01-04-04-1300	Youth Programs	-	-	-	4,622.00	4,300.00	322.00
01-04-04-1398	Scholarships - Youth Programs	-	-	-	100.00	270.00	(170.00)
01-04-05-1300	Adult Programs	380.00	250.00	130.00	815.00	840.00	(25.00)
<b>Total Revenue</b>		<b>8,236.41</b>	<b>8,442.50</b>	<b>(206.09)</b>	<b>45,084.66</b>	<b>44,687.50</b>	<b>397.16</b>
<b>Expenses</b>							
01-04-01-2118	Support Staff	2,055.80	2,550.00	494.20	7,916.70	8,750.00	833.30
01-04-01-2124	Professional Payroll	4,615.20	4,615.38	0.18	17,138.97	16,923.10	(215.87)
01-04-01-2210	Medical Benefits	687.97	680.00	(7.97)	3,275.69	3,400.00	124.31
01-04-01-2510	Office Supplies	104.82	50.00	(54.82)	506.78	380.00	(126.78)
01-04-01-2520	Facility Supplies	81.61	200.00	118.39	429.76	620.00	190.24
01-04-01-2555	Concessions or Supplies for Resale	167.22	65.00	(102.22)	167.22	170.00	2.78
01-04-01-2601	Telecommunications	280.64	262.00	(18.64)	1,406.16	1,310.00	(96.16)
01-04-01-2710	Postage	-	55.00	55.00	55.00	110.00	55.00
01-04-01-2801	Rent	600.00	600.00	-	3,000.00	3,000.00	-
01-04-01-2831	Utilities - Electric	261.61	280.00	18.39	2,005.53	1,745.00	(260.53)
01-04-01-2832	Natural Gas	675.44	700.00	24.56	1,429.60	1,600.00	170.40
01-04-01-2841	Maintenance & Repair	179.89	-	(179.89)	404.71	300.00	(104.71)
01-04-01-3150	Fundraiser/Special Events Expense	-	-	-	111.10	80.00	(31.10)
01-04-01-3501	Miscellaneous Dues	-	50.00	50.00	-	50.00	50.00
01-04-01-4800	Association Allocation	212.45	225.60	13.15	1,022.78	1,002.00	(20.78)
01-04-03-2118	Fitness Staff	30.00	80.00	50.00	265.00	400.00	135.00
01-04-03-3638	Membership Scholarship Expense	208.34	187.50	(20.84)	771.70	812.50	40.80
01-04-04-2540	Youth Programs Expense	80.56	250.00	169.44	1,915.59	1,955.00	39.41
01-04-04-3638	Program Scholarship Expense	-	-	-	122.50	270.00	147.50
01-04-05-2118	Adult Programs Staff	120.00	110.00	(10.00)	560.00	550.00	(10.00)
<b>Total Expenses</b>		<b>10,361.55</b>	<b>10,960.48</b>	<b>598.93</b>	<b>42,504.79</b>	<b>43,427.60</b>	<b>922.81</b>
<b>Change in Net Assets</b>		<b>(2,125.14)</b>	<b>(2,517.98)</b>	<b>392.84</b>	<b>2,579.87</b>	<b>1,259.90</b>	<b>1,319.97</b>

## **Airport Board**

<b>Name</b>	<b>Term Limit</b>	<b>Term Expires</b>
	3 years	April of 2019
Tom White	3 years	April of 2022
	3 years	April of 2020
Mike White	3 years	April of 2020
John Bailey	3 years	April of 2021
Howell Carter	3 years	April of 2021



**City of Willow Springs**  
900 W. Main  
P.O. Box 190  
Willow Springs, MO 65793  
**Phone:** (417) 469-2107  
**Fax:** (417) 469-4789

February 18, 2020

Purchase order requirements:

Ours currently reads that a supervisor can not purchase anything totally \$500 unless they get a purchase order signed by the City Administrator. The supervisors sometimes come into conflict when regular maintenance supplies very rarely total under \$500. The following is a list of some of the neighboring towns and what they require:

West Plains--\$1000 or more  
Lebanon--\$1000 or more  
Mountain Grove---\$750 or more  
Cabool--\$500 or more  
St. James--\$1000 or more  
Seymour--\$250 or more  
Marshfield--\$1000 or more  
Houston--\$750 or more

I have noticed wording in some of the ordinances that add wording to the effect that purchases under this amount still needs to be covered by the annual budget. I also noticed that some cities do not require purchase orders for regular orders for maintenance of the water, sewer and electric departments.

This is something I would like to take up for discussion.

Thank you

Beverly Hicks  
City Administrator



### CITY COUNCIL AUTHORIZATION

On February 20, 2020 the Council of City of Willow Springs  
\_\_\_\_\_ held a meeting and discussed the City's participation  
in Missouri's Highway Safety Program.

It is agreed by the Council that the City of Willow Springs  
\_\_\_\_\_ will participate in Missouri's Highway Safety Program.

It is further agreed by the Council that the Chief of Police will investigate the financial assistance available under the Missouri Highway Safety Program for Traffic Enforcement and report back to the Council his/her recommendations. When funding through the Highway Safety Division is no longer available, the local government entity agrees to make a dedicated attempt to continue support for this traffic safety effort.

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Mayor

**CITY OF WILLOW SPRINGS**

---

**Bill No. 67-20**

**Resolution No. 20-67**

**A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF  
WILLOW SPRINGS, MISSOURI TO EXECUTE AN APPLICATION TO  
PARTICIPATE IN MISSOURI'S HIGHWAY SAFETY PROGRAM**

BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF WILLOW SPRINGS, MISSOURI, AS FOLLOWS:

SECTION 1. The Mayor of the City of Willow Springs, Missouri is hereby authorized to execute an application to participate in Missouri's Highway Safety Program to fund a traffic enforcement hazardous moving violation project.

SECTION 2. This Ordinance shall take effect and be in force after its passage and approval. A copy of this Agreement is attached to this Resolutions and made a part hereof.

**PASSED AND ADOPTED THIS 20<sup>TH</sup> DAY OF FEBRUARY 2020.**

**City of Willow Springs**

---

Brooke Fair, Mayor

**ATTEST:**

---

Alicia Worley, City Clerk