

# City of Willow Springs

---

## Regular Council Meeting AGENDA

Thursday, September 21, 2023

City Hall Council Chambers

Open Session at 5:30 pm

Closed Session to Follow

- I. CALL TO ORDER**  
Announcement of Quorum  
Approval of Agenda
- II. CONSENT AGENDA**  
Approval of Minutes (RM 8/17) pg. 02  
Approval of Bills for Payment pg. 11  
Receipt of Financial Reports pg. 13  
YMCA, Department Head's & Board's Reports pg. 18
- III. VISITORS**  
A. Willow Springs Police Cadets
- IV. EXISTING BUSINESS**  
A. 104 E Main McClellan Building Discussion and Update
- V. NEW BUSINESS**  
A. Public Safety Advisory Committee Appointments pg. 23  
B. Public and Media Questions
- VI. EXECUTIVE SESSION PURSUANT TO 610.021 FOR (1) LEGAL, (2) REAL ESTATE, OR (3) PERSONNEL, IF NEEDED**

# City of Willow Springs

---

**Regular Council Meeting**  
Thursday, August 17, 2023  
**City Hall Council Chambers, 5:30 pm**

## **PUBLIC HEARING**

### **2023 Tax Rate Levy Hearing:**

Mayor Fair opened the public hearing at 5:32 pm.

City Clerk Heather Tooley informed Council that the State provides these numbers to the County, who then passes it on to the City each year. Tooley added that the tax rates did not change; however, the assessed values have decreased by approximately \$300,000.00. In turn, the revenue amounts will decrease as well.

No one appeared for questions or comments. Mayor Fair closed the hearing at 5:34 pm.

---

**Present:** Mayor Brooke Fair, Alderman Danny Bradley, Alderman Kim Rich, Alderman Tyler Morris, City Attorney Zane Privette, City Administrator Beverly Hicks, City Clerk Heather Tooley, Police Chief Wes Ellison, Assistant Police Chief Alan Lewis

**Guest:** Dean Aye, Amanda Mendez, Kim McCormick, Kim Fredrick, Erik Montgomery, Steve Schwandt

**Absent:** Alderman Phill Knott

## **ANNOUNCEMENT OF QUORUM**

City Clerk Heather Tooley called the roll.

Mayor Brooke Fair opened the meeting of the Board of Alderman at 5:35 pm with a quorum present.

## **AGENDA APPROVAL**

**Motion by Alderman Bradley, second by Alderman Rich to approve the agenda. Motion carried 3-0.**

## **CONSENT AGENDA**

City Clerk Heather Tooley requested to make amendments to the draft minutes from the July 13 regular meeting. Tooley explained that after the last meeting, she learned that the number of houses involved in the CDBG demo project was incorrect as it should have been 8 instead of 11. Also, she stated that she failed to include the amount of the bid provided by Simpson Excavating, which was \$196,000.00.

**Motion by Alderman Bradley, second by Alderman Rich to amend the minutes of the July 13, 2023 regular meeting. Motion carried 3-0.**

**Motion by Alderman Rich, second by Alderman Bradley to approve the Consent Agenda which included Approval of Minutes – (RM 7/13 as amended and SM 7/15), Approval of Bills for Payment, Receipt of Financial Reports, and YMCA, Department Head’s & Board’s Reports. Motion carried 3-0.**

### **VISITORS**

**Willow Springs Chamber – Street Closure for Bear Fest:** Kim Fredrick and Kim McCormick were present on behalf of the Chamber of Commerce. Fredrick requested permission to shut down the streets for Bear Fest on October 7 similar to years past, but also extend the street closure down to Cherry Street to allow additional room for the car show. Street closures will take place from approximately 6:00 am to 3:00 pm, which shall include the closure of Main Street from Cherry to Ferguson and the closure of Walnut Street, Center Street, Harris Street, and Maple Street from the alley at the viaduct to Third Street.

**Motion by Alderman Bradley, second by Alderman Rich to close the streets as presented for Bear Fest. Motion carried 3-0.**

**Willow Springs Fire Department – Presentation of New Tanker Truck:** Due to the fire department’s inability to attend the meeting, the presentation has been tabled to a later time.

### **EXISTING BUSINESS**

**104 E Main McClellan Building Discussion and Update:** Dean Aye was present on behalf of the Willow Springs Community Foundation (WSCF) and stated that he met with contractors in early August to determine how to execute the plan. Aye informed the Council that there was not an agreement on the scope of work, and therefore, work did not begin on August 14 as originally planned. Aye understood the stabilization of the building to extend up to the roof, but the contractor understood the stabilization to only go up to the door. Aye further explained that the work is currently delayed due to communication issues. Aye also stated that he is trying to move forward with the scope of work of the Council’s understanding and wants to get the project right the first time due to the importance of the project.

City Administrator Beverly Hicks stated that the City wants to help WSCF protect the integrity of the building and believes the Council is concerned about the building’s integrity, along with economic development. Hicks further stated that she believes a pre-construction meeting needs to take place between the City, WSCF, Gene Douglas of Oke-Thomas, and Base Construction.

### **NEW BUSINESS**

**ReGroup Mass Notifications:** City Administrator Beverly Hicks has been researching the ability to send mass notifications through a company called ReGroup, which has been granted a State contract and vetted by SEMA. ReGroup provides the ability to set up 500 separate groups for notifications, such as planned power outages, boil orders, utility issues, water repairs, etc. The City could tag in with the State for a yearly fee of \$2,500.00, which covers assistance with setting up, technical support, and upgrades. Once the service is set up, the City would inform the public that their participation is voluntary, but would need to complete paperwork to be added to

the list. City Administrator Beverly Hicks further explained that she is looking for permission to move forward with further research into this service for consideration of signing up.

**Motion by Alderman Morris, second by Alderman Rich to move forward with further research into the ReGroup Mass Notification service. Motion carried 3-0.**

**Vehicle Replacement:** City Administrator Beverly Hicks informed the Council that the Police Department has a vehicle that is now no longer in service. The insurance company totaled the vehicle and will be sending the City a check for \$6,500.00 after a \$1,000.00 deductible is applied. Hicks stated that the goal is to use the \$6,500.00 toward the replacement. Hicks also stated that Chicago Motors was hauling Tahoes to Missouri with police interceptors already installed with a price of approximately \$32,700.00; however, they are no longer available. Hicks added that there are newer Tahoes available for approximately \$35,000.00 with police interceptors and also come with a warranty.

Hicks informed Council that a new Emergency Management vehicle was already included in the 2023 budget. Hicks continued that the current vehicle, a 2012 Ford Expedition, is now inoperable. Hicks uses her personal vehicle for all her travels and would prefer to get away from doing that. The goal is to purchase something that is four-wheel drive to use for both Emergency Management and administration to attend conferences. The Patrol has a Ford Explorer with 60,000 miles, which also provides hands-free capabilities for employees to abide by the new hands-free State law. Hicks would like to surplus the Expedition and use those funds toward the Explorer. The City has everything needed to outfit the Explorer, and the 2023 budget already provides \$20,000.00 for the purchase of a new administration vehicle.

**Motion by Alderman Bradley, second by Alderman Rich to move forward with the purchase of a Tahoe for the Police Department, the surplus of the Expedition, and the purchase of the Ford Explorer for administration. Motion carried 3-0.**

**Conveyance of Real Estate to the Willow Springs School District:** City Administrator Beverly Hicks stated that the City has had possession of the former MoDOT buildings on Old Springfield Road for 10 years. The school acquired the south building last year and has since been exploring the possibility of starting a career and technical education (CTE) program rather than busing students out of town. After numerous discussions between the School and the City, the School Board recently approved the purchase of the north building contingent upon the Council's approval. Hicks stated that the school is ready to move in and has already been making changes to the building in preparation for furthering educational opportunities.

**Motion by Alderman Rich, second by Alderman Bradley to read Bill No. 93-23. Motion carried 3-0 and the clerk read Bill No. 93-23.**

**BILL NO. 93-23**

**ORDINANCE NO. 1593**

**AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE  
A CONTRACT FOR CONVEYANCE OF REAL ESTATE TO THE  
WILLOW SPRINGS R-IV SCHOOL DISTRICT**

**Motion by Alderman Rich, second by Alderman Bradley to read Bill No. 93-23 as Ordinance No. 1593. Motion carried 3-0 and the clerk read Ordinance No. 1593.**

**BILL NO. 93-23**

**ORDINANCE NO. 1593**

**AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE  
A CONTRACT FOR CONVEYANCE OF REAL ESTATE TO THE  
WILLOW SPRINGS R-IV SCHOOL DISTRICT**

**Motion by Alderman Rich, second by Alderman Bradley to adopt Ordinance No. 1593. A roll call vote was taken:**

**Ayes: Bradley, Rich, Morris**

**Nays: None.**

**2023 Tax Rate Levy:** City Clerk Heather Tooley informed Council that the State provides these numbers to the County, who then passes it on to the City each year. Tooley added that the tax rates did not change; however, the assessed values have decreased by approximately \$300,000.00. In turn, the revenue amounts will decrease as well.

**General Tax:**

**Motion by Alderman Bradley, second by Alderman Rich to read Bill No. 94-23. Motion carried 3-0 and the clerk read Bill No. 94-23.**

**BILL NO. 94-23**

**ORDINANCE NO. 1594**

**AN ORDINANCE PROVIDING FOR THE LEVYING AND COLLECTION OF A TAX  
FOR GENERAL REVENUE PURPOSES WITHIN THE CITY OF WILLOW SPRINGS,  
MISSOURI, FOR THE YEAR 2023 UPON ALL PERSONAL AND MIXED PROPERTY,  
NOT INCLUDING REAL ESTATE, WITHIN THE CORPORATE LIMITS OF THE  
CITY OF WILLOW SPRINGS, MISSOURI, SUBJECT TO TAXATION**

**Motion by Alderman Bradley, second by Alderman Rich to read Bill No. 94-23 as Ordinance No. 1594. Motion carried 3-0 and the clerk read Ordinance No. 1594.**

**BILL NO. 94-23**

**ORDINANCE NO. 1594**

**AN ORDINANCE PROVIDING FOR THE LEVYING AND COLLECTION OF A TAX  
FOR GENERAL REVENUE PURPOSES WITHIN THE CITY OF WILLOW SPRINGS,  
MISSOURI, FOR THE YEAR 2023 UPON ALL PERSONAL AND MIXED PROPERTY,  
NOT INCLUDING REAL ESTATE, WITHIN THE CORPORATE LIMITS OF THE  
CITY OF WILLOW SPRINGS, MISSOURI, SUBJECT TO TAXATION**

**Motion by Alderman Bradley, second by Alderman Rich to adopt Ordinance No. 1594. A roll call vote was taken:**

**Ayes: Rich, Morris, Bradley**

**Nays: None.**

**Library Tax:**

**Motion by Alderman Rich, second by Alderman Bradley to read Bill No. 95-23. Motion carried 3-0 and the clerk read Bill No. 95-23.**

**BILL NO. 95-23**

**ORDINANCE NO. 1595**

**AN ORDINANCE PROVIDING FOR THE LEVYING AND COLLECTION OF A TAX FOR MAINTENANCE OF A FREE PUBLIC LIBRARY WITHIN THE CITY OF WILLOW SPRINGS, MISSOURI, FOR THE YEAR 2023 UPON ALL PERSONAL AND MIXED PROPERTY, NOT INCLUDING REAL ESTATE, WITHIN THE CORPORATE LIMITS OF THE CITY OF WILLOW SPRINGS, MISSOURI SUBJECT TO TAXATION**

**Motion by Alderman Rich, second by Alderman Bradley to read Bill No. 95-23 as Ordinance No. 1595. Motion carried 3-0 and the clerk read Ordinance No. 1595.**

**BILL NO. 95-23**

**ORDINANCE NO. 1595**

**AN ORDINANCE PROVIDING FOR THE LEVYING AND COLLECTION OF A TAX FOR MAINTENANCE OF A FREE PUBLIC LIBRARY WITHIN THE CITY OF WILLOW SPRINGS, MISSOURI, FOR THE YEAR 2023 UPON ALL PERSONAL AND MIXED PROPERTY, NOT INCLUDING REAL ESTATE, WITHIN THE CORPORATE LIMITS OF THE CITY OF WILLOW SPRINGS, MISSOURI SUBJECT TO TAXATION**

**Motion by Alderman Rich, second by Alderman Bradley to adopt Ordinance No. 1595. A roll call vote was taken:**

**Ayes: Morris, Bradley, Rich**

**Nays: None.**

**2023 Budget Amendment:** City Administrator Beverly Hicks informed the Council that sales tax, use tax, and franchise fees have increased substantially. Hicks stated that when preparing the budget for the coming year, it is hard to predict what the future holds. The current budget for 2023 is \$7,166,800.00 and will increase to \$7,522,050.00 with the proposed amendments of \$355,250.00, which is available due to the increase of tax revenues.

Hicks added that some amendments are for covering expenses that are hard to prepare for, such as fuel price and utility cost increases. Another unexpected expense includes the Police Department being at full staff, which has not happened in several years. While this is positive for the community, it requires some budgetary changes for safety needs, wages, and employee benefits.

Hicks further explained capital purchases that have been made for different departments and how the budget amendments will cover those expenses that have already occurred. Hicks concluded that she feels confident with the amendments and believes it will allow the City to continue operating financially healthy.

**Motion by Alderman Rich, second by Alderman Bradley to read Bill No. 101-23 as Resolution No. 23-101. Motion carried 3-0 and the clerk read Bill No. 101-23.**

**Bill No. 101-23**

**Resolution No. 23-101**

**A RESOLUTION AMENDING THE BUDGET FOR THE CITY OF WILLOW SPRINGS, MISSOURI, FOR THE FISCAL YEAR, JANUARY 1,**

**2023, TO DECEMBER 31, 2023, INCLUDING APPROPRIATING THE  
FUNDS AS ALLOCATED TO VARIOUS ACCOUNTS FOR THE  
PURPOSES INDICATED**

**Motion by Alderman Rich, second by Alderman Bradley to adopt Resolution No. 23-101. A roll call vote was taken:**

**Ayes: Bradley, Rich, Morris  
Nays: None.**

**Deed Correction:** City Clerk Heather Tooley informed Council that the City sold real estate by surplus in 2008. The former City Hall and the former Senior Center located downtown were purchased by Wendell Bailey for \$20,000.00 each. However, Tooley explained that Bailey only received a deed for the former Senior Center but did not receive a deed for the former City Hall. With the assistance of the Howell County Recorder and City Attorney Zane Privette, a proper deed was prepared for the former City Hall building. Tooley further explained that the passage of this Ordinance would allow the City to remedy a past mistake.

**Motion by Alderman Bradley, second by Alderman Rich to read Bill No. 96-23. Motion carried 3-0 and the clerk read Bill No. 96-23.**

**BILL NO. 96-23**

**ORDINANCE NO. 1596**

**AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE  
A CORPORATION QUIT CLAIM DEED FOR THE  
CONVEYANCE OF REAL ESTATE TO  
ROBERT WENDELL BAILEY AND JANE BAILEY**

**Motion by Alderman Bradley, second by Alderman Rich to read Bill No. 96-23 as Ordinance No. 1596. Motion carried 3-0 and the clerk read Ordinance No. 1596.**

**BILL NO. 96-23**

**ORDINANCE NO. 1596**

**AN ORDINANCE AUTHORIZING THE MAYOR TO EXECUTE  
A CORPORATION QUIT CLAIM DEED FOR THE  
CONVEYANCE OF REAL ESTATE TO  
ROBERT WENDELL BAILEY AND JANE BAILEY**

**Motion by Alderman Bradley, second by Alderman Rich to adopt Ordinance No. 1596. A roll call vote was taken:**

**Ayes: Rich, Morris, Bradley  
Nays: None.**

**Hay Lease Discussion:** City Administrator Beverly Hicks informed Council that the current hay lease expires at the end of 2023. Hicks explained that the lease is for a period of 5 years to allow the leaseholder to fertilize hay fields, if they choose, to ensure they have a good hay crop during their lease term. Hicks stated that the hay lease also includes guidelines for mowing the airport, which are regulated by the FAA. Hicks concluded that the goal is to put the lease out for bid in September for approval by the Council at the next meeting.

**Discussion of Public Safety Advisory Committee:** Alderman Kim Rich informed the other Council members that she had the idea of forming a committee like Planning & Zoning, and the Park Board. The purpose of the Public Safety Advisory Committee would be to advise on Police Department and Fire Department services with in-depth studies being conducted prior to making recommendations to the Council for final approval. Alderman Rich stated that another purpose of the Public Safety Advisory Committee would be formed in-lieu of special committees like those formed for hiring purposes.

City Administrator Beverly Hicks added that public safety also includes sidewalks, streets, and buildings.

Alderman Rich further stated that the committee would also discuss equipment, public relations, transparent policing, grants, and the potential for future sales tax increases if the need should arise. Alderman Rich requested to submit recommendations of individuals to serve on the committee for the Mayor's approval in September.

**Motion by Alderman Bradley, second by Alderman Morris to approve the formation of a Public Safety Advisory Committee and for Alderman Rich to prepare recommendations for appointment by the Mayor in September. Motion carried 3-0.**

**Public and Media Questions:** Steve Schwandt was present and inquired about the ReGroup mass notifications service, specifically about why a cloud-based service was better, whether it was secure, outside audits, and whether the City took residents' thoughts into consideration. City Administrator Beverly Hicks stated that the service being cloud-based allows more data storage as opposed to the City's on-site servers, as many tech services are now cloud-based. Hicks also stated that cybersecurity is included with the service and the City's insurance carrier will be conducting security tests to ensure the City remains protected. Hicks added that one reason she considered the service provided by ReGroup is by the recommendation from SEMA. However, an individual's participation in the service is completely voluntary. Hicks concluded that many complaints are regarding information not being released quickly enough; however, the City doesn't have enough staff to go door to door to inform residents of various issues. Instead, the City is forced to rely on social media, radio, and newspapers to get information to residents as quickly as possible.

Amanda Mendez from the Howell County News was present with various questions, which were addressed by those present.

Mendez asked Dean Aye if the Willow Springs Community Foundation was concerned with being unable to fund the project at the McClellan Building. Aye stated that the first phase of the project is to fund the safety piece, which can be funded. Mendez inquired if the City had any plans to assist with the project. City Administrator Beverly Hicks stated that there are funds set aside for economic development, but the City is careful to spend those funds wisely. Hicks added that the priority is to get the safety issue out of the way and then assess how those economic development funds could be used for grant applications.

Mendez requested clarification on whether both former MoDOT buildings were now conveyed to the school, and inquired whether the City still has tenants in those buildings. City Administrator Beverly Hicks confirmed that both buildings have been conveyed to the school.



Hicks also confirmed that the City still has 1 tenant in the north building, and they are protected by the school for 3 years of tenancy.

Mendez requested clarification on the budget amendments, specifically that for the Police Department. City Administrator Beverly Hicks stated that the Police budgeted revenue would increase by \$22,500.00 and the budgeted expenses would increase by \$184,000.00. Mendez also inquired whether those budgetary amendments would be sustainable in the 2024 calendar year. Hicks stated that she anticipates the sales tax to increase. If things change, there will be in-depth discussions taking place. However, Hicks believes it would be very unlikely that sales tax revenues would decrease.

Mendez inquired how close the Police Department was to the vision and the goals that they set. Assistant Chief Alan Lewis stated that no law enforcement agencies locally are fully staffed. Police Chief Wes Ellison stated that the department has moved along well with the goals they have set and has remained fully staffed for 7 consecutive months. City Administrator Beverly Hicks added that there are many long-term goals that have been set, which are costly, but it will take some time to reach those goals.

Mendez inquired about the Public Safety Advisory Committee and who would set the agenda for the meetings. City Administrator Beverly Hicks stated that a chairperson would be selected once the committee was formed. Alderman Kim Rich added that she assumed it would be a collaborative effort by the entire committee. Mendez further inquired whether there would be a sales tax increase and what it would look like. Alderman Rich stated that would be determined by the committee. Mendez also inquired who would serve on the committee. Alderman Rich stated that 7-9 individuals could serve who are community-minded, as well as local business owners, regardless of whether they reside inside city limits.

### **EXECUTIVE SESSION**

**Motion by Alderman Rich, second by Alderman Bradley to move to executive session for (1) Legal, (2) Real Estate pursuant to §610.021. A roll call vote was taken:**

**Ayes: Morris, Bradley, Rich**

**Nays: None.**

The meeting moved into Executive Session at 6:56 pm and adjourned at 7:48 pm with no action taken.

**Motion by Alderman Rich, second by Alderman Bradley to adjourn the meeting at 7:49 pm. Motion carried 3-0.**

**CITY OF WILLOW SPRINGS**

**ATTEST:**

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

\_\_\_\_\_  
Heather Tooley, City Clerk

# City of Willow Springs

---

## Regular Council Meeting

Thursday, August 17, 2023

### Amendment to Minutes

**ReGroup Mass Notifications:** City Administrator Beverly Hicks has been researching the ability to send mass notifications through a company called ReGroup, which has been granted a State contract and vetted by SEMA. ReGroup provides the ability to set up 500 separate groups for notifications, such as planned power outages, boil orders, utility issues, water repairs, etc. The City could tag in with the State for a yearly fee of \$2,500.00, which covers assistance with setting up, technical support, and upgrades. Once the service is set up, the City would inform the public that their participation is voluntary, but would need to complete paperwork to be added to the list. City Administrator Beverly Hicks further explained that she is looking for permission to move forward with ~~further research into this service for consideration of signing up.~~

**Motion by Alderman Morris, second by Alderman Rich to move forward with ~~further research into the ReGroup Mass Notification service.~~ Motion carried 3-0.**

**\*\*Note from City Clerk Heather Tooley:** After the August 17 meeting, I learned of the misunderstanding that the vote was to move forward with signing up for the ReGroup service, not to further research. I am requesting an amendment to the draft minutes to reflect the changes as noted above.

## ACCOUNTS PAYABLE CHECK REGISTER

BANK#	BANK NAME	ACCOUNT#	NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
-------	-----------	----------	------	--------------	---------	--------	------	-----------------

1 US BANK - GEN/AP

242093	9/01/2023	1401	CABLE AMERICA	386.75				
242094	9/01/2023	388	HOWELL-OREGON ELEC COOP	2,212.84				
242095	9/01/2023	220	CITY OF WILLOW SPRINGS	.00				VOID:
242096	9/01/2023	220	CITY OF WILLOW SPRINGS	11,573.26				
242097	9/06/2023	556	MO STATE HIGHWAY PATROL	29,700.00				
242098	9/07/2023	1824	AESTHETIX ELECTRIC	9,874.00				
242099	9/07/2023	1046	ANIXTER, INC	128.00				
242100	9/07/2023	1672	ARAMARK	.00				VOID:
242101	9/07/2023	1672	ARAMARK	.00				VOID:
242102	9/07/2023	1672	ARAMARK	716.27				
242103	9/07/2023	1822	ATCO INTERNATIONAL	274.00				
242104	9/07/2023	123	BARCO MUNICIPAL PRODUCTS	1,411.00				
242105	9/07/2023	1747	BLACK RAIN ORDNANCE INC	600.00				
242106	9/07/2023	137	BROCAW BEARING & DRIVE INC.	3,970.91				
242107	9/07/2023	1574	BROOKE FAIR	80.00				
242108	9/07/2023	178	CAPE ELECTRICAL SUPPLY	689.51				
242109	9/07/2023	1742	CHEMAQUA	472.50				
242110	9/07/2023	1246	DANNY BRADLEY	75.00				
242111	9/07/2023	1651	DICKY'S CULVERTS, LLC	762.84				
242112	9/07/2023	330	FABICK SOUTHWEST	371.29				
242113	9/07/2023	320	FAMILY SUPPORT PAYMENT CENTER	858.45				
242114	9/07/2023	318	FEDERAL EXPRESS	57.66				
242115	9/07/2023	1438	FEI-WW BROKEN ARROW 1895	1,078.90				
242116	9/07/2023	305	FIRE MASTER	3,158.40				
242117	9/07/2023	297	FOSTER'S AUTO BODY & MUFFLER	60.00				
242118	9/07/2023	336	G&W FOODS	183.62				
242119	9/07/2023	1598	GREENS PRO, INC	2,597.50				
242120	9/07/2023	1264	GULF STATES DISTRIBUTORS	3,780.00				
242121	9/07/2023	374	HARRY COOPER SUPPLY CO	619.07				
242122	9/07/2023	1323	HAWKINS INC	1,489.95				
242123	9/07/2023	377	HIRSCH FEED & FARM SUPPLY	989.46				
242124	9/07/2023	378	HOFFCOMP	84.00				
242125	9/07/2023	1631	HOWELL COUNTY NEWS	90.56				
242126	9/07/2023	1618	INDIAN CREEK MATERIALS LLC	706.02				
242127	9/07/2023	1501	KIM RICH	75.00				
242128	9/07/2023	501	LEE'S TIRE SHOP	753.00				
242129	9/07/2023	1792	LEON UNIFORM COMPANY	850.00				
242130	9/07/2023	1567	MARMIC FIRE & SAFETY CO	405.18				
242131	9/07/2023	542	MFA AGRI SERVICES	109.95				
242132	9/07/2023	544	MFA PROPANE	493.64				
242133	9/07/2023	1348	MISSOURI ANIMAL CONTROL	325.00				
242134	9/07/2023	572	MISSOURI ONE CALL SYSTEM INC	56.70				
242135	9/07/2023	589	MISSOURI SASP	528.00				
242136	9/07/2023	549	MO VOCATIONAL ENTERPRISES	30.50				
242137	9/07/2023	622	BURO, LLC	13.99				
242138	9/07/2023	646	O'REILLY AUTOMOTIVE INC	.00				VOID:
242139	9/07/2023	646	O'REILLY AUTOMOTIVE INC	1,373.25				
242140	9/07/2023	652	OZARK FAMILY YMCA	1,250.00				
242141	9/07/2023	1677	PB ELECTRONICS, INC.	89.00				
242142	9/07/2023	1135	PACE ANALYTICAL SERVICES, LLC	487.10				
242143	9/07/2023	1575	PHILL KNOTT	75.00				

# ACCOUNTS PAYABLE CHECK REGISTER

BANK# CHECK#	BANK NAME DATE	ACCOUNT# NAME	CHECK AMOUNT	CLEARED	MANUAL	VOID	REASON FOR VOID
242144	9/07/2023	676 PITNEY BOWES	244.52				
242145	9/07/2023	1616 PROF. LAW ENFORCEMENT ASSOC	63.14				
242146	9/07/2023	1550 POLLARDWATER	437.36				
242147	9/07/2023	663 PREWETT'S COLLISION & MUFFLER	5,697.84				
242148	9/07/2023	1628 PROFESSIONAL TURF PRODUCTS, LP	1,298.57				
242149	9/07/2023	701 QUILL CORP	598.66				
242150	9/07/2023	772 R&R PRODUCTS INC	770.69				
242151	9/07/2023	1548 RADIOPHONE	830.86				
242152	9/07/2023	1053 RAILROAD MANAGEMENT COMP.	844.57				
242153	9/07/2023	794 RANDY'S AUTO REPAIR	454.79				
242154	9/07/2023	780 RANDY'S SAW SHOP	42.00				
242155	9/07/2023	161 S & H FARM SUPPLY	125.94				
242156	9/07/2023	1656 SIMMONS BANK PAYMENT PROC	.00				VOID:
242157	9/07/2023	1656 SIMMONS BANK PAYMENT PROC	.00				VOID:
242158	9/07/2023	1656 SIMMONS BANK PAYMENT PROC	5,729.84				
242159	9/07/2023	1272 SIRCHIE FINGER PRINT LAB	402.70				
242160	9/07/2023	1716 TADIRAN TELECOM	1,245.78				
242161	9/07/2023	1589 TANKSPEC, LLC	4,725.00				
242162	9/07/2023	1762 TECHLINE, INC	3,188.00				
242163	9/07/2023	907 TOADERTRONIX LLC	60.00				
242164	9/07/2023	889 TOWN & COUNTRY	47.24				
242165	9/07/2023	1590 TRACTOR SUPPLY CREDIT PLAN	471.75				
242166	9/07/2023	1751 TROJAN TECHNOLOGIES GROUP ULC	3,623.20				
242167	9/07/2023	1275 TURFWERKS	585.07				
242168	9/07/2023	1812 TYLER MORRIS	75.00				
242169	9/07/2023	922 USA BLUE BOOK	1,081.56				
242170	9/07/2023	382 W.T. HASS	1,200.00				
242171	9/07/2023	949 WAGGONER TRUE VALUE HOME CTR	.00				VOID:
242172	9/07/2023	949 WAGGONER TRUE VALUE HOME CTR	.00				VOID:
242173	9/07/2023	949 WAGGONER TRUE VALUE HOME CTR	.00				VOID:
242174	9/07/2023	949 WAGGONER TRUE VALUE HOME CTR	5,054.33				
242175	9/07/2023	1487 AUCA WESTERN FIRST AID &	676.01				
242176	9/07/2023	1658 WEX BANK	9,140.94				
242177	9/07/2023	1825 WHOLESALE ELECTRIC SUPPLY	519.29				
242178	9/07/2023	1314 WILLOW SPRINGS AH HEALTH	25.00				
242179	9/07/2023	986 WILLOW SPRINGS LIBRARY	3,378.07				

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

BANK TOTALS:	
OUTSTANDING	138,604.79
CLEARED	.00
-----	
BANK 1 TOTAL	138,604.79
***VOIDED**	.00

FUND	TOTAL	OUTSTANDING	CLEARED	VOIDED
10 GENERAL	72,775.78	72,775.78	.00	.00
20 ELECTRIC	8,156.62	8,156.62	.00	.00
21 WATER / SEWER FUND	37,032.73	37,032.73	.00	.00
25 GOLF COURSE	7,172.48	7,172.48	.00	.00
30 PARKS/RECREATION	8,395.43	8,395.43	.00	.00

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

**BALANCE AS OF 7/31/23** **\$997,714.70**

**REVENUES**

DAILY DEPOSITS- 2023	\$491,914.90
SALES/USE TAX REVENUES	\$0.00
GEN SALES TAX	\$78,712.84
CAPITAL IMP TAX	\$39,655.05
PARK TAX	\$19,304.00
USE TAX	\$39,356.51
MOTOR FUEL TAX-DOR	\$9,415.93
ARPA FUNDS TRANSFER FOR FIRE TRUCK	\$0.00

**TOTAL REVENUE FOR AUG 2023**

**\$0.00**  
**\$678,359.23**

**EXPENSES**

ACCOUNTS PAYABLE-AUGUST 2023	\$166,971.41
MPUA ELECTRIC POWER	\$234,404.11
PAYROLL AND TAXES	\$185,424.82
EMPLOYEE BENEFITS	\$47,567.21
SERVICE CHARGE	\$352.28
SALES TAX	\$8,672.30
RETURN CHECKS	\$0.00
DEPOSITS PAYABLE	\$361.91
Electric Truck-Capital expense	\$180,148.00
PD used vehicle-Capital expense	\$33,295.00
<b>TOTAL EXPENDITURES FOR AUGUST 2023</b>	<b>\$857,197.04</b>

**INTEREST**

**\$540.10**

**BANK BALANCE AS OF 08/31/2023**

**\$819,416.99**

**CITY OF WILLOW SPRINGS**

**GENERAL SALES TAX**

<b>RECVD:</b>	<b><u>2017</u></b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>
JAN	\$39,279.33	\$34,873.47	\$45,413.40	\$33,328.20	\$55,789.15	\$46,284.84	\$82,582.79
FEB	\$25,008.62	\$36,831.44	\$44,660.31	\$35,681.64	\$43,433.44	\$32,713.90	\$65,997.91
MAR	\$50,186.19	\$51,618.71	\$47,547.05	\$41,812.26	\$63,822.29	\$41,053.87	\$77,720.48
APR	\$39,834.01	\$39,223.30	\$44,195.72	\$54,534.22	\$28,861.37	\$44,651.80	\$72,918.29
MAY	\$26,697.78	\$29,306.03	\$37,064.11	\$45,886.96	\$32,689.21	\$33,856.16	\$62,474.23
JUN	\$43,333.10	\$47,872.67	\$55,788.18	\$63,920.75	\$65,466.10	\$49,731.24	\$57,355.82
JUL	\$50,008.37	\$49,635.79	\$42,863.48	\$54,008.43	\$50,020.20	\$195,383.19	\$115,029.26
AUG	\$26,044.10	\$34,819.57	\$32,689.50	\$47,151.45	\$47,883.46	\$74,923.01	\$78,712.83
SEP	\$51,244.58	\$45,435.10	\$57,344.89	\$60,541.82	\$87,135.88	\$62,147.70	\$84,826.29
OCT	\$36,902.51	\$24,676.52	\$43,255.57	\$43,402.63	\$49,599.22	\$58,038.78	
NOV	\$26,221.56	\$36,908.57	\$28,636.15	\$43,501.29	\$34,571.22	\$47,652.86	
DEC	\$60,847.48	\$51,784.54	\$58,034.24	\$59,346.45	\$44,976.21	\$64,322.58	
	<b>\$475,607.63</b>	<b>\$482,985.71</b>	<b>\$537,492.60</b>	<b>\$583,116.10</b>	<b>\$604,247.75</b>	<b>\$750,759.93</b>	<b>\$697,617.90</b>

**CAPITAL IMPROVEMENT TAX**

<b>RECVD:</b>	<b><u>2017</u></b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>
JAN	\$19,639.81	\$17,436.86	\$22,706.53	\$16,664.17	\$27,894.58	\$23,142.65	\$41,291.26
FEB	\$12,504.36	\$18,415.79	\$22,330.19	\$17,840.85	\$21,716.85	\$16,193.40	\$32,999.13
MAR	\$25,093.05	\$25,809.37	\$23,773.72	\$20,906.06	\$31,911.10	\$20,526.91	\$38,860.14
APR	\$19,917.32	\$19,611.62	\$22,097.78	\$27,267.16	\$14,430.66	\$22,325.79	\$36,459.11
MAY	\$13,348.98	\$14,652.93	\$18,532.01	\$22,943.47	\$16,344.76	\$16,928.16	\$31,237.10
JUN	\$21,666.64	\$23,936.46	\$27,894.13	\$31,960.39	\$32,732.99	\$24,865.67	\$28,677.90
JUL	\$25,004.19	\$24,817.92	\$21,431.72	\$27,004.29	\$25,010.14	\$97,691.85	\$57,514.51
AUG	\$13,022.06	\$17,409.82	\$16,344.82	\$23,575.86	\$23,941.72	\$37,461.33	\$39,356.52
SEP	\$25,622.40	\$22,717.52	\$28,672.33	\$30,270.90	\$43,567.77	\$31,073.70	\$42,413.08
OCT	\$18,451.11	\$12,341.03	\$21,627.79	\$21,701.31	\$24,799.63	\$29,019.51	
NOV	\$13,110.66	\$18,454.38	\$14,318.15	\$21,735.80	\$17,285.58	\$23,826.51	
DEC	\$30,423.80	\$25,892.37	\$29,017.00	\$29,673.15	\$22,487.95	\$32,161.34	
	<b>\$237,804.38</b>	<b>\$241,496.07</b>	<b>\$268,746.17</b>	<b>\$291,543.41</b>	<b>\$302,123.73</b>	<b>\$375,216.82</b>	<b>\$348,808.75</b>

**PARK SALES TAX**

<b>RECVD:</b>	<b><u>2017</u></b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>
JAN	\$9,530.89	\$7,878.30	\$10,767.02	\$7,833.37	\$13,678.15	\$11,260.62	\$20,339.77
FEB	\$5,653.57	\$8,664.53	\$10,594.97	\$8,282.21	\$10,090.23	\$7,734.82	\$16,287.71
MAR	\$11,367.17	\$11,856.14	\$10,894.28	\$9,783.23	\$15,151.18	\$10,066.57	\$18,811.99
APR	\$9,420.16	\$9,056.80	\$10,335.86	\$12,980.01	\$6,697.31	\$10,253.16	\$17,581.72
MAY	\$6,435.56	\$6,898.81	\$8,812.23	\$11,078.63	\$7,360.40	\$7,995.07	\$14,863.15
JUN	\$10,333.14	\$11,403.77	\$13,359.51	\$15,491.41	\$15,700.62	\$12,030.88	\$13,043.56
JUL	\$12,150.85	\$12,087.43	\$10,451.14	\$13,190.06	\$12,188.29	\$48,549.93	\$28,313.60
AUG	\$6,238.28	\$8,410.05	\$7,886.24	\$11,460.20	\$11,634.12	\$18,402.46	\$19,303.96
SEP	\$12,332.70	\$10,954.40	\$13,970.99	\$14,798.79	\$21,454.10	\$15,098.83	\$20,785.82
OCT	\$9,156.60	\$5,771.46	\$10,412.35	\$10,469.25	\$12,014.93	\$14,123.22	
NOV	\$6,438.75	\$8,867.52	\$6,847.49	\$10,574.00	\$8,161.46	\$11,549.07	
DEC	\$14,539.49	\$12,554.49	\$14,126.33	\$14,402.67	\$10,887.61	\$15,824.27	
	<b>\$113,597.16</b>	<b>\$114,403.70</b>	<b>\$128,458.41</b>	<b>\$140,343.83</b>	<b>\$145,018.40</b>	<b>\$182,888.90</b>	<b>\$169,331.28</b>

**USE TAX DISTRIBUTION  
CITY OF WILLOW SPRINGS**

**GENERAL USE TAX**

<b>RECVD:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
JAN		2,370.82	\$2,062.30	\$2,736.56	\$8,255.30	\$30,673.26
FEB		2,377.37	\$7,674.90	\$3,591.58	\$7,814.41	\$5,893.28
MAR		9,684.81	\$4,295.77	\$4,458.96	\$8,930.19	\$13,570.24
APR		2,624.50	\$2,030.73	\$3,834.94	\$10,235.49	\$40,668.08
MAY		1,244.90	\$4,220.23	\$5,271.95	\$8,742.01	\$19,629.37
JUN		3,181.98	\$4,352.92	\$2,675.21	\$10,796.09	\$6,056.39
JUL		1,809.79	\$3,990.88	\$2,838.94	\$10,313.69	\$23,934.54
AUG	\$0.00	3,857.60	\$3,268.64	\$3,030.27	\$17,775.61	\$22,660.08
SEP	\$336.18	3,001.40	\$2,009.68	\$4,431.00	\$10,335.52	\$17,862.85
OCT	\$1,024.28	1,205.75	\$3,088.57	\$3,153.42	\$9,568.44	
NOV	\$1,458.07	8,512.94	\$2,877.11	\$3,122.21	\$12,116.76	
DEC	\$1,802.82	4,202.86	\$1,847.30	\$3,701.39	\$23,778.36	
	<b>\$4,621.35</b>	<b>\$44,074.72</b>	<b>\$41,719.03</b>	<b>\$42,846.43</b>	<b>\$138,661.87</b>	<b>\$180,948.09</b>

**CAPITAL IMPROVEMENT USE TAX**

<b>RECVD:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
JAN		\$1,185.36	\$1,031.15	\$1,368.19	\$4,127.65	\$15,336.51
FEB		\$1,188.76	\$3,790.25	\$1,795.72	\$3,907.22	\$2,946.45
MAR		\$4,842.52	\$2,147.91	\$2,229.48	\$4,465.08	\$6,785.18
APR		\$1,312.25	\$1,015.24	\$1,917.32	\$5,117.74	\$20,334.04
MAY		\$622.42	\$2,086.04	\$2,635.94	\$4,371.07	\$9,814.72
JUN		\$1,591.02	\$2,176.40	\$1,337.65	\$5,397.90	\$3,028.20
JUL		\$904.80	\$1,995.49	\$1,419.49	\$5,156.78	\$11,967.09
AUG	\$0.00	\$1,928.78	\$1,634.26	\$1,515.13	\$8,887.86	\$11,329.96
SEP	\$168.11	\$1,422.80	\$1,004.71	\$2,215.50	\$5,158.91	\$8,931.28
OCT	\$512.04	\$602.89	\$1,544.36	\$1,576.79	\$4,784.15	
NOV	\$729.03	\$4,256.44	\$1,438.65	\$1,399.25	\$6,058.31	
DEC	\$901.50	\$2,101.47	\$923.60	\$1,850.61	\$11,889.14	
	<b>\$2,310.68</b>	<b>\$21,959.51</b>	<b>\$20,788.06</b>	<b>\$21,261.07</b>	<b>\$69,321.81</b>	<b>\$90,473.43</b>

**PARK USE TAX**

<b>RECVD:</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
JAN		\$592.66	\$515.57	\$684.22	\$1,750.18	\$7,720.80
FEB		\$594.36	\$1,895.12	\$897.85	\$1,953.54	\$1,473.17
MAR		\$2,421.13	\$1,073.93	\$1,114.74	\$2,232.27	\$3,392.59
APR		\$656.01	\$507.77	\$958.51	\$2,558.91	\$10,166.91
MAY		\$311.21	\$1,042.95	\$1,317.95	\$2,185.60	\$4,907.33
JUN		\$795.48	\$1,088.23	\$668.80	\$2,698.88	\$1,514.07
JUL		\$452.48	\$997.76	\$709.78	\$2,578.43	\$5,983.71
AUG	\$0.00	\$964.35	\$817.06	\$757.52	\$4,443.99	\$5,665.04
SEP	\$84.03	\$711.36	\$502.42	\$1,107.76	\$2,579.33	\$4,465.55
OCT	\$256.07	\$301.44	\$772.11	\$788.37	\$2,392.32	
NOV	\$364.48	\$2,128.20	\$719.16	\$662.67	\$3,029.25	
DEC	\$450.75	\$1,050.68	\$461.69	\$925.34	\$5,944.67	
	<b>\$1,155.33</b>	<b>\$10,979.36</b>	<b>\$10,393.77</b>	<b>\$10,593.51</b>	<b>\$34,347.37</b>	<b>\$45,289.17</b>



**CITY OF WILLOW SPRINGS**

**MOTOR FUEL TAX/MOTOR VEHICLE FEE/MOTOR VEHICLE TAX**

**MOTOR VEHICLE TAX**

	2016	2017	2018	2019	2020	2021	2022	2023
JAN	\$1,508.50	\$1,456.97	\$1,570.67	\$1,325.54	\$1,514.21	\$1,635.80	\$1,704.64	\$1,820.27
FEB	\$1,116.18	\$1,523.01	\$1,497.09	\$1,485.95	\$1,591.38	\$1,620.13	\$1,521.12	\$1,885.79
MARCH	\$1,558.40	\$1,431.19	\$1,441.20	\$1,473.38	\$1,299.35	\$1,641.59	\$1,197.23	\$1,892.48
APRIL	\$1,759.48	\$1,843.18	\$1,978.38	\$1,636.01	\$2,045.22	\$2,115.43	\$2,143.89	\$2,230.47
MAY	\$1,587.09	\$1,722.87	\$1,703.45	\$1,592.76	\$916.23	\$2,776.85	\$1,843.81	\$1,571.70
JUNE	\$1,658.84	\$1,717.33	\$1,731.79	\$1,505.82	\$908.26	\$2,071.99	\$1,798.45	\$1,695.52
JULY	\$1,477.74	\$1,648.00	\$1,652.38	\$1,900.58	\$2,177.95	\$2,496.18	\$1,997.71	\$2,085.37
AUGUST	\$1,751.31	\$1,635.92	\$1,901.38	\$1,860.14	\$2,445.24	\$2,018.67	\$1,984.23	\$2,132.24
SEPTEMBER	\$1,783.71	\$1,926.44	\$1,725.48	\$1,962.57	\$2,044.52	\$1,852.60	\$2,446.40	
OCTOBER	\$1,610.07	\$1,379.60	\$1,523.81	\$1,736.78	\$2,146.70	\$1,993.19	\$1,906.20	
NOVEMBER	\$1,497.75	\$1,737.17	\$1,609.80	\$1,848.77	\$1,621.34	\$1,849.15	\$1,694.26	
DECEMBER	\$1,385.01	\$1,510.90	\$1,400.71	\$1,465.92	\$1,838.15	\$1,677.58	\$2,151.48	
<b>TOTAL</b>	<b>\$18,694.08</b>	<b>\$19,532.58</b>	<b>\$19,736.14</b>	<b>\$19,794.22</b>	<b>\$20,548.55</b>	<b>\$23,749.16</b>	<b>\$22,389.42</b>	<b>\$15,313.84</b>

<b>FUEL TAX</b>	2016	2017	2018	2019	2020	2021	2022	2023
JAN	\$4,280.49	\$4,809.60	\$4,855.12	\$4,824.60	\$4,808.44	\$4,518.28	\$5,303.31	\$6,258.35
FEB	\$5,004.48	\$4,997.57	\$4,871.92	\$4,847.34	\$4,877.70	\$4,752.34	\$5,859.23	\$6,187.99
MARCH	\$4,487.83	\$4,498.69	\$4,552.05	\$4,576.37	\$4,644.87	\$4,466.29	\$5,055.39	\$6,126.07
APRIL	\$4,467.64	\$4,355.27	\$4,194.26	\$4,193.13	\$4,525.34	\$3,961.73	\$4,363.02	\$5,771.62
MAY	\$4,868.33	\$4,921.30	\$4,960.85	\$4,953.34	\$4,452.53	\$4,878.59	\$5,932.31	\$5,701.73
JUNE	\$4,832.39	\$4,748.09	\$4,577.08	\$4,852.71	\$3,601.40	\$5,260.98	\$5,550.10	\$6,309.81
JULY	\$4,926.50	\$5,027.97	\$5,443.31	\$5,139.11	\$4,205.97	\$5,162.68	\$5,915.93	\$6,580.37
AUGUST	\$5,035.98	\$5,482.70	\$5,001.44	\$4,977.55	\$4,756.80	\$5,174.62	\$5,731.82	\$6,547.26
SEPTEMBER	\$5,040.16	\$5,097.29	\$4,702.57	\$5,469.83	\$4,986.35	\$5,216.06	\$6,197.74	
OCTOBER	\$5,187.24	\$5,195.27	\$5,512.48	\$5,216.33	\$4,888.45	\$4,859.49	\$7,063.07	
NOVEMBER	\$4,961.67	\$4,725.40	\$4,832.04	\$4,871.24	\$4,712.62	\$5,151.53	\$6,591.59	
DECEMBER	\$5,068.97	\$4,987.21	\$5,147.11	\$5,222.64	\$4,969.92	\$5,677.61	\$6,880.60	
<b>TOTAL</b>	<b>\$58,161.68</b>	<b>\$58,846.36</b>	<b>\$58,650.23</b>	<b>\$59,144.19</b>	<b>\$55,430.39</b>	<b>\$59,080.20</b>	<b>\$70,444.11</b>	<b>\$49,483.20</b>

**MOTOR VEHICLE FEE INC**

	2016	2017	2018	2019	2020	2021	2022	2023
JAN	\$958.80	\$768.57	\$810.28	\$797.65	\$806.92	\$949.33	\$884.36	\$1,096.22
FEB	\$707.73	\$807.63	\$806.49	\$1,005.62	\$916.86	\$910.84	\$802.23	\$929.06
MARCH	\$629.01	\$709.13	\$720.83	\$528.54	\$447.33	\$792.60	\$700.41	\$679.17
APRIL	\$962.31	\$894.69	\$970.23	\$873.52	\$951.06	\$924.92	\$1,039.55	\$1,178.92
MAY	\$870.97	\$943.03	\$938.81	\$1,062.19	\$673.75	\$1,153.21	\$953.86	\$489.34
JUNE	\$983.51	\$1,003.95	\$998.44	\$904.46	\$645.47	\$1,053.71	\$948.32	\$998.77
JULY	\$746.63	\$742.51	\$733.73	\$632.65	\$938.50	\$899.17	\$880.22	\$746.63
AUGUST	\$676.27	\$686.54	\$825.15	\$827.79	\$991.85	\$822.85	\$727.16	\$736.43
SEPTEMBER	\$872.45	\$895.59	\$823.22	\$894.89	\$900.15	\$902.93	\$1,036.38	
OCTOBER	\$777.79	\$691.73	\$702.11	\$881.78	\$897.71	\$828.67	\$788.46	
NOVEMBER	\$619.43	\$884.05	\$736.22	\$711.55	\$786.45	\$770.53	\$610.42	
DECEMBER	\$724.00	\$711.89	\$773.71	\$890.18	\$792.78	\$811.39	\$1,020.74	
<b>TOTAL</b>	<b>\$9,528.90</b>	<b>\$9,739.31</b>	<b>\$9,839.22</b>	<b>\$10,010.82</b>	<b>\$9,748.83</b>	<b>\$10,820.15</b>	<b>\$10,392.11</b>	<b>\$6,854.54</b>

## **The Willow Springs Public Library**

open Tuesday-Friday from 9:30-5:30 and Saturday 9:00-12:00

[www.willowspringslibrary.org](http://www.willowspringslibrary.org)

**WSPL Mission:** To enrich lives through universal access to information, lifelong learning, and literacy.

- Library cards are free to those living within the city limits. Non-resident cards are \$15.00. Legally, we cannot charge residents for a card as there is a city library tax.
- The library is usually open 35 hours weekly.
- Three part-time employees and 1 part-time Library Director are employed.
- The 3 employees work a total of approximately 43 hours per week (minimum wage with no benefits)
- The Director works 25 hours per week. She frequently puts in more hours but does not put all her hours down.
- Currently have 255 active library accounts.
- Between January 1, and September 1, 2023, there have been 7206 physical checkouts.
- An average of 80 patrons use the public computers in the library per month.
- Printing, copying, faxing and laminating services are provided.

**Additions to the library collection October 2022 through September 2023:**

- 221 Books library purchased by the library
- 418 Slightly used books/DVDs donated to collection
- 451 Donated used books/DVDs added to sale
- 30 Memorial Books
- 10 New DVDs donated

**Current holdings in our library:**

- 25,823 Books
- 156 Audiobooks
- 672 DVDs
- 6 Dell laptop computers available for checkout from prior grant
- 4 HotSpots available for checkout from prior grant
- 40 STEM/STEAM kits for use in the library and for checkout

The number of offerings was expanded through the library's enrollment in Missouri Evergreen and Libby, an on-line service. Missouri Evergreen currently has 58 libraries with 3.9 million items from which patrons can borrow. A courier service delivers the items ordered to the library on Tuesday and Thursday each week. Requested items by other library patrons are picked up at those times.

**Items available through Missouri Evergreen at no cost to our patrons:**

- Books
- DVDs
- Audiobooks

**Items available through Libby at no cost to our patrons:**

- 46,876 eBooks
- 1,097 eAudiobooks English and Spanish
- 4,977 eMagazines
- 384 eRead-a-longs English and Spanish

Some of the library's accomplishments in the past year and a half:

- Landscaping and seating in the back—Sid and Betty Dunaway Trust
- Installed irrigation system to be used as needed—Sid and Betty Dunaway Trust
- Upgraded all computers at no cost to the library—Sid and Betty Dunaway Trust
- Painting and repair of the flagpole; painting outside doors and railings in progress
- Added drip edge over sculptures at front of building to help prevent eroding no cost to the library
- Building washed and sealed at no cost to the library
- Several roof repairs
- Replaced outside light fixtures to LED dusk to dawn light fixtures—floodlights on sculptures, front and back entrances, Emergency exit door, book-drop and flagpole. Most of the labor was donated.
- Replaced all interior lights with efficient LED fixtures
- Replaced AC unit with a newer, more efficient unit
- Added Willomizzous (starting at 1917) to the website with access for everyone at no cost.
- Partnered with DOD Skillbridge Program for exiting military personnel. Military paid Carolyn Sherwood to work at the library 40 hours per week for 14 weeks.
- Ongoing employee training through Missouri Evergreen workshops and certifications
- 2023 Summer Reading had the largest attendance with 117 during the month of July with activities for all ages. There were 501 total hours of reading logged! West Plains Bank employees volunteered each week
- Activities for all ages including adults added throughout the year
- Increased Internet speed through MOREnet at no additional cost
- Partnered with Wolfner Library for vision/reading impairment services
- Added 40 STEM/STEAM kits through donations/grants

Grants/Donations during the past year

- STEAM Kits from Rotary
- State STEAM Grant
- Lions Club donated money for large print books
- LSTA 2023-24 MALA for courier service
- Sid and Betty Dunaway Trust for landscaping, outside seating, irrigation system and computer upgrades
- Anonymous donation to paint flagpole
- Anonymous donation to build a canopy over the back sidewalk and sitting area
- State Grant to provide materials for Summer Reading Program
- All the librarians' time and most supplies for after-hours activities have been donated.
- Most of the prizes and snacks for Summer Reading were donated.
- A rack to hold STEM/STEAM kits was made and installed by donation.
- New Library logo, website, and signage; Reference and New Books signs locally made and donated. Door signage made and donated by WS High School students.
- Lawn mowing is donated.

### Major Revenue Sources for 2023

- \$39,000 City contract
- \$15,963 City of WS taxes
- \$4,164 State Library Development (This is the most we have received. 2022 was \$1,246.)
- \$1,150 Non-resident library cards

### Major Expense Sources for 2023

- \$49,000 Payroll
- \$6,000 Memberships for Evergreen and Libby
- \$3,700 Insurance
- \$2,355 Utilities
- \$1,900 Telephone
- \$1,200 Library Supplies

- With the \$1 increase in the 2024 minimum wage, with the current number of hours employees work, just our labor cost will increase by approximately \$3500.
- There are smaller revenue sources that go toward the services for which they are charged such as printing fees, memorial books, surplus book sales, etc.
- There are lots of smaller expenses.
- We have not heard what the amount of State Library Development funds will be for 2024.
- We increased the price of non-resident library cards from \$10 to \$15.
- We now charge for \$1 per day for Hot Spot checkout which covers our cost if they are checked out.



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

September 14, 2023

To: The Mayor and Board of Alderman

### City Administrator's Report

The heat in July and August was a factor in the planning of infrastructure repair and maintenance. Some days reached well over 100 degrees, so discussions of employee safety and making sure everyone took adequate hydration breaks was the topic for several days. Some departments began work at 7 a.m. trying to get the majority of their day in before the temperature reached 100 degrees. We had several buildings with HVAC issues; however, none were extreme. The pool stayed extremely busy, giving opportunities to use the pool in the evenings for families to cool off.

The summer and heat are slowly coming to an end, and we are beginning our discussions surrounded around the 2024 budget, fall festivals and preparing for the winter. I have been meeting with departments to talk about how the current budget is measured up and what issues we must address through the 2024 budget processes. I will be presenting items of consideration for the 2024 budget during the regular council meeting in October. We will be meeting with our newly formed public safety advisory committee for guidance regarding the police department, the fire department, and streets/sidewalks sometime early in October. We believe this committee will be very helpful communicating the expected public's perspective regarding public safety, along with steering with required state and federal regulations.

The newly acquired Fire Department pumper/tanker truck has already proven itself needed with the fire at the railroad spur on Coastal property. We want to thank all the area fire departments for providing aid to the incident. We have wonderful neighbors who are always willing to help. Fire Chief Vance Farmer did an outstanding job leading the way and, of course, many other city department employees helped to bring this incident manageable very quickly. I was very proud of the response and of course, very thankful that no injuries were reported.

The acquired houses through the CDBG buy-out have begun to be demolished and all should be down within the next few weeks. The next chapter in this scenario will be to brainstorm what the City would like to see these areas become. Per the Missouri DED program, we will be limited to what we can use this space for, however, I am certain that a green space park will be a top prospect. We will begin the discussion with the council and other groups in town to survey the interests of the community along with funding options available to make this happen.

Thank you



Beverly Hicks

City Administrator

**PUBLIC SAFETY ADVISORY COMMITTEE**  
**CANDIDATES**

Erik Montgomery  
Rebecca Klapmeyer  
Robert Hollis  
Scott Williamson  
Susan Rackley  
Jeff Lovan  
Nathan Wake