

# CITY OF ADRIAN

BOARD OF ALDERMEN  
JEFF VICK  
MATT STARS  
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MAYOR  
MATT CUNNINGHAM

Notice is hereby given that the City of Adrian, Missouri, will conduct its regular monthly meeting at 7:00 p.m. on Wednesday November 14, 2022, at City Hall, 16 East 5<sup>th</sup> Street, Adrian, Missouri.

Tentative agenda of this meeting is as follows:

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. PERSONAL APPEARANCES
6. DEPARTMENT REPORTS (May be submitted in writing)
  - A. EMERGENCY MANAGEMENT
  - B. FIRE
  - C. POLICE
  - D. CITY ADMINISTRATOR
  - E. PUBLIC WORKS
  - F. WATER PLANT
  - G. PARK COMMITTEE
  - H. CITY ATTORNEY
  - I. FINANCE COMMITTEE
7. CONSENT AGENDA

*The items on the CONSENT AGENDA are approved by a single action of the Board of Aldermen. If any Alderman would like to have an item removed from the CONSENT AGENDA and considered separately, they may so request.*

  - A. APPROVAL OF REGULAR COUNCIL MEETING MINUTES FOR OCTOBER
  - B. APPROVAL OF BILLS PAID IN OCTOBER
  - C. APPROVAL OF BILLS TO BE PAID IN NOVEMBER
8. UNFINISHED BUSINESS
  - A. ATV/RECREATIONAL VEHICLE ORDINANCE DISCUSSION – PERMIT PROCESS
  - B. BUSINESS LICENSE DISCUSSION – PERMIT PROCESS
  - C. CODES ENFORCEMENT – CONTRACT APPROVAL
9. NEW BUSINESS
  - A. CHAMBER BUCKS
  - B. ORDINANCE FOR ELECTION FOR NORTH AND SOUTH ALDERMEN
  - C. NO ELECTION WHEN NUMBER OF FILED CANDIDATES EQUALS NUMBER OF POSITIONS AVAILABLE
  - D. RFP FOR PASTURE AND HAY GROUND
  - E. RFP FOR SEWER LINE SMOKE TESTING
  - F. RFP FOR WATER ENGINEERING REPORT
  - G. COMMUNITY STORM SHELTER DISCUSSION
  - H. ADOPT TECHNOLOGY USE POLICY
  - I. NORTH WATER TOWER RELETTERING
  - J. SOCIAL MEDIA CONVERSATION
10. PUBLIC COMMENTS
11. MAYOR/ALDERMAN COMMUNICATION

12. EXECUTIVE SESSION (CLOSED MEETING)

The Board of Aldermen may vote to go into a closed meeting for the purposes of discussing the following:

- A. LITIGATION MATTERS AS AUTHORIZED BY 610.021 (1) RSMo
- B. REAL ESTATE ACQUISITION MATTERS AS AUTHORIZED BY 610.021 (2) RSMo
- C. PERSONNEL MATTERS AS AUTHORIZED BY 610.021 (3) RSMo
- D. OTHER MATTERS AS AUTHORIZED BY 610.021 (4-21) RSMo

13. ADJOURNMENT

Evon Hall  
Acting City Clerk

# **DEPARTMENT REPORTS**

## POLICE DEPARTMENT REOPRT FOR OCTOBER 22

125 Calls for service

18 citations issued

1 arrest

18 incident reports generated

This years Halloween festivities and Homecoming generated zero calls for service.

Working a lot of hours on juvenile referrals that the school has handed us and is taking up a lot of mine and Sgt. Bearce's time.

I will be checking on SRO Officer Briggs in the next week to maybe get a timeline, or to make sure he is even coming back.



## City Administrator Report 10.12.22

Budget to Actual Financial Report Attached

Audit- Waiting to receive.

Staff Attended Chamber of Commerce meeting – those in attendance were pleased that a city representative was there.

We should hear about our grant applications the week of 11/14/22

Submitting two grant applications this month - \$20,000 Public Safety and \$20,000 Fire Protection. These are ARPA matching grants.

Attended the Community Health Meeting at the BCMH. Will attend the follow up next week

### Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date		Annual Budget		Annual Budget		Jul 2022 Jun 2023 Percent of Budget
		Jul 2022	Oct 2022	Jul 2022	Jun 2023	Jul 2022	Jun 2023	
		Actual	Actual	Actual	Actual	Variance	Budget	
<b>Revenue &amp; Expenditures</b>								
<b>Revenues</b>								
<b>Revenue</b>								
<b>Fees &amp; Permits</b>								
42800	Animal Licenses	30.00	30.00	10.00	(20.00)			300.0%
41100	Building Permits	182.60	182.60	500.00	317.40			36.5%
40310	Franchise Fees Gas	0.00	0.00	4,500.00	4,500.00			0.0%
40320	Franchise Fees MO Public Util	40,345.16	40,345.16	85,000.00	44,654.84			47.5%
40330	Franchise Fees Telecommunicat	10,022.26	10,022.26	32,000.00	21,977.74			31.3%
41110	Occupational Licenses	1,200.00	1,200.00	500.00	(700.00)			240.0%
41200	Taxi Fees	0.00	0.00	100.00	100.00			0.0%
	<b>Total Fees &amp; Permits</b>	<b>\$51,780.02</b>	<b>\$51,780.02</b>	<b>\$122,610.00</b>	<b>\$70,829.98</b>			
<b>Other Revenue</b>								
40400	Donations	0.00	0.00	500.00	500.00			0.0%
49999	Other Income	0.00	0.00	12,940.00	12,940.00			0.0%
42020	Police Fines NonTraffic	2,266.54	2,266.54	3,000.00	733.46			75.6%
40700	Sales & Reimbursements	802.05	802.05	1,000.00	197.95			80.2%
49100	Transfers From Checking	8,709.86	8,709.86	0.00	(8,709.86)			0.0%
49200	Transfers From Savings	377,664.41	377,664.41	0.00	(377,664.41)			0.0%
	<b>Total Other Revenue</b>	<b>\$389,442.86</b>	<b>\$389,442.86</b>	<b>\$17,440.00</b>	<b>(\$372,002.86)</b>			
<b>Service Revenue</b>								
40600	Sales Tax Collected	63.96	63.96	500.00	436.04			12.8%
46000	Solid Waste Receipts	35,865.00	35,865.00	120,500.00	84,635.00			29.8%
	<b>Total Service Revenue</b>	<b>\$35,928.96</b>	<b>\$35,928.96</b>	<b>\$121,000.00</b>	<b>\$85,071.04</b>			
<b>Tax Receipts</b>								
40210	City Real Estate Tax	4,772.62	4,772.62	120,000.00	115,227.38			4.0%
40230	City Sur Tax	0.00	0.00	9,700.00	9,700.00			0.0%
40120	Missouri Capital Imp Sales Tax	39,634.68	39,634.68	100,000.00	60,365.32			39.6%
40140	Missouri Fire Sales Tax	18,097.41	18,097.41	50,000.00	31,902.59			36.2%
40170	Missouri Gasoline Tax	19,126.20	19,126.20	55,000.00	35,873.80			34.8%
40110	Missouri General Sales Tax	63,340.77	63,340.77	165,000.00	101,659.23			38.4%
40160	Missouri Park Sales Tax	5,029.08	5,029.08	30,000.00	24,970.92			16.8%
40130	Missouri Police Sales Tax	39,634.75	39,634.75	100,000.00	60,365.25			39.6%
40150	Missouri Transportation S Tax	36,194.76	36,194.76	100,000.00	63,805.24			36.2%

### Statement of Revenue and Expenditures

Acct	Current					
	Period	Year-To-Date		Annual Budget		Jul 2022
	Actual	Actual	Actual	Jul 2022	Jun 2023	Percent of Budget

#### Revenue & Expenditures

##### Revenues

##### Revenue

##### Tax Receipts

40180	Missouri Vehicle Tax	9,035.20	9,035.20	20,000.00	10,964.80	45.2%
	<b>Total Tax Receipts</b>	<b>\$234,865.47</b>	<b>\$234,865.47</b>	<b>\$749,700.00</b>	<b>\$514,834.53</b>	
	Revenue	\$712,017.31	\$712,017.31	\$1,010,750.00	\$298,732.69	
	Gross Profit	\$712,017.31	\$712,017.31	\$1,010,750.00	\$0.00	
	Revenue Less Expenditures	\$712,017.31	\$712,017.31	\$1,010,750.00	\$0.00	
	Net Change in Fund Balance	\$712,017.31	\$712,017.31	\$1,010,750.00	\$0.00	
	Revenues Totals	\$2,848,069.2	\$2,848,069.24	\$4,043,000.00	\$298,732.69	

### Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date		Annual Budget		Jul 2022 Jun 2023 Percent of Budget
		Actual	Actual	Jul 2022	Jun 2023	
		Actual	Actual	Variance	Variance	
<b>Revenue &amp; Expenditures</b>						
<b>Admin - General</b>						
<b>Revenue</b>						
Other Revenue						
42026	Project Reimbursement	125.34	125.34	0.00	(125.34)	0.0%
	<b>Total Other Revenue</b>	<b>\$125.34</b>	<b>\$125.34</b>	<b>\$0.00</b>	<b>(\$125.34)</b>	
	Revenue	\$125.34	\$125.34	\$0.00	(\$125.34)	
	Gross Profit	\$125.34	\$125.34	\$0.00	\$0.00	
<b>Expenses</b>						
<b>Salaries &amp; Benefits</b>						
55080	Dental	221.27	221.27	760.00	538.73	29.1%
55100	Disability	222.75	222.75	700.00	477.25	31.8%
55070	Health	9,114.26	9,114.26	21,000.00	11,885.74	43.4%
55090	Life	49.98	49.98	670.00	620.02	7.5%
55030	Payroll Taxes	16,769.08	16,769.08	15,900.00	(869.08)	105.5%
55060	Retirement	805.64	805.64	4,000.00	3,194.36	20.1%
55010	Salaries	50,621.79	50,621.79	127,212.00	76,590.21	39.8%
55120	Uniforms	360.43	360.43	0.00	(360.43)	0.0%
55110	Vision	54.04	54.04	200.00	145.96	27.0%
	<b>Total Salaries &amp; Benefits</b>	<b>\$78,219.24</b>	<b>\$78,219.24</b>	<b>\$170,442.00</b>	<b>\$92,222.76</b>	
<b>Administrative Expense</b>						
60010	Advertising	188.92	188.92	500.00	311.08	37.8%
60610	Dues & Subscriptions	2,534.15	2,534.15	1,650.00	(884.15)	153.6%
62410	Licenses & Permits	300.00	300.00	110.00	(190.00)	272.7%
62610	Postage & Printing	69.72	69.72	200.00	130.28	34.9%
65010	Seminars & Training	570.67	570.67	200.00	(370.67)	285.3%
	<b>Total Administrative Expense</b>	<b>\$3,663.46</b>	<b>\$3,663.46</b>	<b>\$2,660.00</b>	<b>(\$1,003.46)</b>	
<b>Capital Expenditures</b>						
60210	Equipment Lease / Purchase	5,565.48	5,565.48	30,000.00	24,434.52	18.6%
	<b>Total Capital Expenditures</b>	<b>\$5,565.48</b>	<b>\$5,565.48</b>	<b>\$30,000.00</b>	<b>\$24,434.52</b>	
<b>Insurance</b>						
61010	Insurance - Auto	0.00	0.00	467.00	467.00	0.0%
61030	Insurance - Liability	126.10	126.10	6,682.00	6,555.90	1.9%
61040	Insurance - Property	0.00	0.00	3,790.00	3,790.00	0.0%

### Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date		Annual Budget		Annual Budget		Jul 2022 Jun 2023 Percent of Budget
		Jul 2022	Oct 2022	Jul 2022	Jun 2023	Jul 2022	Jun 2023	
		Actual	Actual	Actual	Variance	Variance	Budget	
<b>Revenue &amp; Expenditures</b>								
<b>Admin - General</b>								
<b>Expenses</b>								
<b>Insurance</b>								
61050	Insurance - Workers Comp	2,094.00	2,094.00	4,300.00	2,206.00	48.7%		
	<b>Total Insurance</b>	<b>\$2,220.10</b>	<b>\$2,220.10</b>	<b>\$15,239.00</b>	<b>\$13,018.90</b>			
<b>Repairs &amp; Maintenance</b>								
64010	Repair & Maint - Auto	345.45	345.45	800.00	454.55	43.2%		
64020	Repair & Maint - Building/Land	1,432.21	1,432.21	2,000.00	567.79	71.6%		
64030	Repair & Maint - Equipment	500.89	500.89	5,400.00	4,899.11	9.3%		
	<b>Total Repairs &amp; Maintenance</b>	<b>\$2,278.55</b>	<b>\$2,278.55</b>	<b>\$8,200.00</b>	<b>\$5,921.45</b>			
<b>Supplies</b>								
66020	Supplies - General	348.32	348.32	300.00	(48.32)	116.1%		
66030	Supplies - Office	5,646.70	5,646.70	1,250.00	(4,396.70)	451.7%		
	<b>Total Supplies</b>	<b>\$5,995.02</b>	<b>\$5,995.02</b>	<b>\$1,550.00</b>	<b>(\$4,445.02)</b>			
<b>Utilities</b>								
67010	Telephone	890.92	890.92	3,200.00	2,309.08	27.8%		
67020	Telephone - Cell	313.98	313.98	2,000.00	1,686.02	15.7%		
67030	Telephone - Internet	148.00	148.00	708.00	560.00	20.9%		
68010	Utilities - Electric	151.69	151.69	1,500.00	1,348.31	10.1%		
68020	Utilities - Gas	149.78	149.78	1,000.00	850.22	15.0%		
68030	Utilities - Trash Removal	0.00	0.00	8,550.00	8,550.00	0.0%		
	<b>Total Utilities</b>	<b>\$1,654.37</b>	<b>\$1,654.37</b>	<b>\$16,958.00</b>	<b>\$15,303.63</b>			
<b>Professional Services</b>								
63010	Prof Fees - Accounting	0.00	0.00	9,000.00	9,000.00	0.0%		
63130	Prof Fees - Legal	8,165.00	8,165.00	10,000.00	1,835.00	81.7%		
	<b>Total Professional Services</b>	<b>\$8,165.00</b>	<b>\$8,165.00</b>	<b>\$19,000.00</b>	<b>\$10,835.00</b>			
<b>Other Expense</b>								
62051	Miscellaneous Expense	237.35	237.35	200.00	(37.35)	118.7%		
68510	Vehicle Operating Exp - Fuel	0.00	0.00	1,000.00	1,000.00	0.0%		
68520	Vehicle Operating Exp-Mileage	692.00	692.00	200.00	(492.00)	346.0%		
	<b>Total Other Expense</b>	<b>\$929.35</b>	<b>\$929.35</b>	<b>\$1,400.00</b>	<b>\$470.65</b>			
	<b>Expenses</b>	<b>\$108,690.57</b>	<b>\$108,690.57</b>	<b>\$265,449.00</b>	<b>\$156,758.43</b>			
	<b>Revenue Less Expenditures</b>	<b>(\$108,565.23</b>	<b>(\$108,565.23)</b>	<b>(\$265,449.00)</b>	<b>\$0.00</b>			



### Statement of Revenue and Expenditures

Acct	Current				Annual Budget Jul 2022	Annual Budget Jun 2023	Percent of Budget
	Period Jul 2022	Year-To-Date Oct 2022	Actual	Variance			
<b>Revenue &amp; Expenditures</b>							
<b>Admin - General</b>							
		Net Change in Fund Balance (\$108,565.23	(\$108,565.23)	(\$265,449.00)	\$0.00		
		Admin - General Totals (\$108,189.21	(\$108,189.21)	(\$265,449.00)	\$156,633.09		



## Statement of Revenue and Expenditures

Acct	Current					
	Period	Year-To-Date	Annual Budget	Annual Budget	Annual Budget	Jul 2022
	Jul 2022 Oct 2022 Actual	Jul 2022 Oct 2022 Actual	Jul 2022 Jun 2023	Jul 2022 Jun 2023	Jul 2022 Jun 2023	Percent of Budget

### Revenue & Expenditures

#### Police

<b>Expenses</b>						
<b>Insurance</b>						
61050	Insurance - Workers Comp	0.00	0.00	5,900.00	5,900.00	0.0%
	<b>Total Insurance</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$19,911.00</b>	<b>\$19,911.00</b>	
<b>Repairs &amp; Maintenance</b>						
64010	Repair & Maint - Auto	9,914.49	9,914.49	5,500.00	(4,414.49)	180.3%
64030	Repair & Maint - Equipment	0.00	0.00	800.00	800.00	0.0%
	<b>Total Repairs &amp; Maintenance</b>	<b>\$9,914.49</b>	<b>\$9,914.49</b>	<b>\$6,300.00</b>	<b>(\$3,614.49)</b>	
<b>Supplies</b>						
66020	Supplies - General	157.52	157.52	100.00	(57.52)	157.5%
66030	Supplies - Office	0.00	0.00	800.00	800.00	0.0%
	<b>Total Supplies</b>	<b>\$157.52</b>	<b>\$157.52</b>	<b>\$900.00</b>	<b>\$742.48</b>	
<b>Utilities</b>						
67010	Telephone	513.13	513.13	1,600.00	1,086.87	32.1%
67020	Telephone - Cell	203.26	203.26	800.00	596.74	25.4%
	<b>Total Utilities</b>	<b>\$716.39</b>	<b>\$716.39</b>	<b>\$2,400.00</b>	<b>\$1,683.61</b>	
<b>Professional Services</b>						
63010	Prof Fees - Accounting	0.00	0.00	9,000.00	9,000.00	0.0%
63030	Prof Fees - Bank Fees	273.79	273.79	0.00	(273.79)	0.0%
63070	Prof Fees - Dispatching	0.00	0.00	7,200.00	7,200.00	0.0%
63120	Prof Fees - Inmate Housing	0.00	0.00	100.00	100.00	0.0%
63130	Prof Fees - Legal	451.50	451.50	2,000.00	1,548.50	22.6%
	<b>Total Professional Services</b>	<b>\$725.29</b>	<b>\$725.29</b>	<b>\$18,300.00</b>	<b>\$17,574.71</b>	
<b>Other Expense</b>						
63040	Boarding & Disposal	0.00	0.00	50.00	50.00	0.0%
68510	Vehicle Operating Exp - Fuel	5,707.68	5,707.68	19,000.00	13,292.32	30.0%
	<b>Total Other Expense</b>	<b>\$5,707.68</b>	<b>\$5,707.68</b>	<b>\$19,050.00</b>	<b>\$13,342.32</b>	
	<b>Expenses</b>	<b>\$103,391.71</b>	<b>\$103,391.71</b>	<b>\$345,049.00</b>	<b>\$241,657.29</b>	
	<b>Revenue Less Expenditures</b>	<b>(\$98,700.47)</b>	<b>(\$98,700.47)</b>	<b>(\$345,049.00)</b>	<b>\$0.00</b>	
	<b>Net Change in Fund Balance</b>	<b>(\$98,700.47)</b>	<b>(\$98,700.47)</b>	<b>(\$345,049.00)</b>	<b>\$0.00</b>	
	<b>Police Totals</b>	<b>(\$84,626.75)</b>	<b>(\$84,626.75)</b>	<b>(\$345,049.00)</b>	<b>\$236,966.05</b>	



### Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date		Annual Budget		Jul 2022		Jun 2023	
		Actual	Actual	Jul 2022	Jun 2023	Actual	Variance	Actual	Budget

#### Revenue & Expenditures

##### Fire

Revenue									
Other Revenue	42026	Project Reimbursement	1,250.00	1,250.00	0.00	(1,250.00)			0.0%
<b>Total Other Revenue</b>			<b>\$1,250.00</b>	<b>\$1,250.00</b>	<b>\$0.00</b>	<b>(\$1,250.00)</b>			

Revenue	<b>\$1,250.00</b>	<b>\$1,250.00</b>	<b>\$0.00</b>	<b>(\$1,250.00)</b>
Gross Profit	<b>\$1,250.00</b>	<b>\$1,250.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

##### Expenses

##### Salaries & Benefits

55030	Payroll Taxes	30.06	30.06	60.00	29.94	50.1%
55010	Salaries	393.06	393.06	786.00	392.94	50.0%
55120	Uniforms	0.00	0.00	10,000.00	10,000.00	0.0%
<b>Total Salaries &amp; Benefits</b>		<b>\$423.12</b>	<b>\$423.12</b>	<b>\$10,846.00</b>	<b>\$10,422.88</b>	

##### Administrative Expense

60010	Advertising	130.44	130.44	300.00	169.56	43.5%
60610	Dues & Subscriptions	0.00	0.00	350.00	350.00	0.0%
65010	Seminars & Training	0.00	0.00	500.00	500.00	0.0%
<b>Total Administrative Expense</b>		<b>\$130.44</b>	<b>\$130.44</b>	<b>\$1,150.00</b>	<b>\$1,019.56</b>	

##### Insurance

61010	Insurance - Auto	0.00	0.00	2,088.00	2,088.00	0.0%
61020	Insurance - Inland Marine	0.00	0.00	841.00	841.00	0.0%
61030	Insurance - Liability	0.00	0.00	200.00	200.00	0.0%
61040	Insurance - Property	0.00	0.00	1,100.00	1,100.00	0.0%
61050	Insurance - Workers Comp	0.00	0.00	1,800.00	1,800.00	0.0%
<b>Total Insurance</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$6,029.00</b>	<b>\$6,029.00</b>	

##### Repairs & Maintenance

64010	Repair & Maint - Auto	822.61	822.61	2,000.00	1,177.39	41.1%
64020	Repair & Maint - Building/Land	12.53	12.53	1,000.00	987.47	1.3%
64030	Repair & Maint - Equipment	573.97	573.97	12,000.00	11,426.03	4.8%
<b>Total Repairs &amp; Maintenance</b>		<b>\$1,409.11</b>	<b>\$1,409.11</b>	<b>\$15,000.00</b>	<b>\$13,590.89</b>	

##### Supplies

66020	Supplies - General	54.85	54.85	500.00	445.15	11.0%
66030	Supplies - Office	154.79	154.79	200.00	45.21	77.4%
<b>Total Supplies</b>		<b>\$209.64</b>	<b>\$209.64</b>	<b>\$700.00</b>	<b>\$490.36</b>	

### Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date		Annual Budget		Annual Budget		Percent of	
		Jul 2022	Oct 2022	Jul 2022	Jun 2023	Jul 2022	Jun 2023	Jun 2023	Budget
		Actual	Actual	Actual	Variance				
<b>Revenue &amp; Expenditures</b>									
<b>Fire</b>									
<b>Expenses</b>									
<b>Utilities</b>									
67010	Telephone	181.84	181.84	550.00	368.16				33.1%
67030	Telephone - Internet	144.00	144.00	432.00	288.00				33.3%
68010	Utilities - Electric	908.15	908.15	2,000.00	1,091.85				45.4%
68020	Utilities - Gas	161.80	161.80	1,200.00	1,038.20				13.5%
68030	Utilities - Trash Removal	0.00	0.00	1,400.00	1,400.00				0.0%
	<b>Total Utilities</b>	<b>\$1,395.79</b>	<b>\$1,395.79</b>	<b>\$5,582.00</b>	<b>\$4,186.21</b>				
<b>Professional Services</b>									
63070	Prof Fees - Dispatching	0.00	0.00	14,400.00	14,400.00				0.0%
	<b>Total Professional Services</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$14,400.00</b>	<b>\$14,400.00</b>				
<b>Other Expense</b>									
62051	Miscellaneous Expense	0.00	0.00	2,500.00	2,500.00				0.0%
68510	Vehicle Operating Exp - Fuel	824.22	824.22	4,000.00	3,175.78				20.6%
	<b>Total Other Expense</b>	<b>\$824.22</b>	<b>\$824.22</b>	<b>\$6,500.00</b>	<b>\$5,675.78</b>				
	<b>Expenses</b>	<b>\$4,392.32</b>	<b>\$4,392.32</b>	<b>\$60,207.00</b>	<b>\$55,814.68</b>				
	<b>Revenue Less Expenditures</b>	<b>(\$3,142.32)</b>	<b>(\$3,142.32)</b>	<b>(\$60,207.00)</b>	<b>\$0.00</b>				
	<b>Net Change in Fund Balance</b>	<b>(\$3,142.32)</b>	<b>(\$3,142.32)</b>	<b>(\$60,207.00)</b>	<b>\$0.00</b>				
	<b>Fire Totals</b>	<b>\$607.68</b>	<b>\$607.68</b>	<b>(\$60,207.00)</b>	<b>\$54,564.68</b>				

### Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date		Annual Budget		Jul 2022 Jun 2023 Percent of Budget
		Actual	Actual	Jul 2022	Jun 2023	
		Jul 2022	Oct 2022	Jul 2022	Jun 2023	
<b>Revenue &amp; Expenditures</b>						
<b>Street</b>						
<b>Revenue</b>						
<b>Other Revenue</b>						
40231	City Stickers	304.76	304.76	0.00	(304.76)	0.0%
42026	Project Reimbursement	7,500.00	7,500.00	0.00	(7,500.00)	0.0%
49202	Street Cut Bond	200.00	200.00	0.00	(200.00)	0.0%
	<b>Total Other Revenue</b>	<b>\$8,004.76</b>	<b>\$8,004.76</b>	<b>\$0.00</b>	<b>(\$8,004.76)</b>	
	<b>Revenue</b>	<b>\$8,004.76</b>	<b>\$8,004.76</b>	<b>\$0.00</b>	<b>(\$8,004.76)</b>	
	<b>Gross Profit</b>	<b>\$8,004.76</b>	<b>\$8,004.76</b>	<b>\$0.00</b>	<b>\$0.00</b>	
<b>Expenses</b>						
<b>Salaries &amp; Benefits</b>						
55080	Dental	252.88	252.88	800.00	547.12	31.6%
55100	Disability	175.72	175.72	500.00	324.28	35.1%
55070	Health	7,950.36	7,950.36	27,400.00	19,449.64	29.0%
55090	Life	47.12	47.12	160.00	112.88	29.5%
55030	Payroll Taxes	2,084.36	2,084.36	6,000.00	3,915.64	34.7%
55060	Retirement	1,186.28	1,186.28	2,730.00	1,543.72	43.5%
55010	Salaries	28,161.19	28,161.19	80,933.00	52,771.81	34.8%
55120	Uniforms	805.11	805.11	2,800.00	1,994.89	28.8%
55110	Vision	61.76	61.76	220.00	158.24	28.1%
	<b>Total Salaries &amp; Benefits</b>	<b>\$40,724.78</b>	<b>\$40,724.78</b>	<b>\$121,543.00</b>	<b>\$80,818.22</b>	
<b>Administrative Expense</b>						
60610	Dues & Subscriptions	0.00	0.00	300.00	300.00	0.0%
62610	Postage & Printing	11.46	11.46	80.00	68.54	14.3%
	<b>Total Administrative Expense</b>	<b>\$11.46</b>	<b>\$11.46</b>	<b>\$380.00</b>	<b>\$368.54</b>	
<b>Capital Expenditures</b>						
60210	Equipment Lease / Purchase	2,805.10	2,805.10	0.00	(2,805.10)	0.0%
	<b>Total Capital Expenditures</b>	<b>\$2,805.10</b>	<b>\$2,805.10</b>	<b>\$0.00</b>	<b>(\$2,805.10)</b>	
<b>Insurance</b>						
61010	Insurance - Auto	0.00	0.00	1,710.00	1,710.00	0.0%
61020	Insurance - Inland Marine	0.00	0.00	2,000.00	2,000.00	0.0%
61030	Insurance - Liability	0.00	0.00	600.00	600.00	0.0%
61040	Insurance - Property	0.00	0.00	4,400.00	4,400.00	0.0%

### Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date		Annual Budget		Annual Budget	Jul 2022	Jun 2023	Percent of Budget
		Jul 2022	Oct 2022	Jul 2022	Jun 2023				
		Actual	Actual	Variance	Budget				
<b>Revenue &amp; Expenditures</b>									
<b>Street</b>									
<b>Expenses</b>									
<b>Insurance</b>									
61050	Insurance - Workers Comp	0.00	0.00	2,700.00	2,700.00				0.0%
	<b>Total Insurance</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$11,410.00</b>	<b>\$11,410.00</b>				
<b>Repairs &amp; Maintenance</b>									
64010	Repair & Maint - Auto	894.57	894.57	10,000.00	9,105.43				8.9%
64020	Repair & Maint - Building/Land	9,494.47	9,494.47	2,000.00	(7,494.47)				474.7%
64030	Repair & Maint - Equipment	1,086.23	1,086.23	5,000.00	3,913.77				21.7%
64050	Repair & Maint - Street Cap Im	69,238.88	69,238.88	50,000.00	(19,238.88)				138.5%
64060	Repair & Maint - Streets	2,254.96	2,254.96	10,000.00	7,745.04				22.5%
	<b>Total Repairs &amp; Maintenance</b>	<b>\$82,969.11</b>	<b>\$82,969.11</b>	<b>\$77,000.00</b>	<b>(\$5,969.11)</b>				
<b>Supplies</b>									
66020	Supplies - General	160.94	160.94	500.00	339.06				32.2%
	<b>Total Supplies</b>	<b>\$160.94</b>	<b>\$160.94</b>	<b>\$500.00</b>	<b>\$339.06</b>				
<b>Utilities</b>									
67020	Telephone - Cell	438.32	438.32	0.00	(438.32)				0.0%
68010	Utilities - Electric	10,186.23	10,186.23	33,000.00	22,813.77				30.9%
68020	Utilities - Gas	8,333.00	8,333.00	5,500.00	(2,833.00)				151.5%
68030	Utilities - Trash Removal	0.00	0.00	1,800.00	1,800.00				0.0%
	<b>Total Utilities</b>	<b>\$18,957.55</b>	<b>\$18,957.55</b>	<b>\$40,300.00</b>	<b>\$21,342.45</b>				
<b>Professional Services</b>									
63010	Prof Fees - Accounting	0.00	0.00	9,000.00	9,000.00				0.0%
63130	Prof Fees - Legal	1,035.50	1,035.50	100.00	(935.50)				1,035.5%
	<b>Total Professional Services</b>	<b>\$1,035.50</b>	<b>\$1,035.50</b>	<b>\$9,100.00</b>	<b>\$8,064.50</b>				
<b>Other Expense</b>									
68510	Vehicle Operating Exp - Fuel	4,407.76	4,407.76	8,500.00	4,092.24				51.9%
	<b>Total Other Expense</b>	<b>\$4,407.76</b>	<b>\$4,407.76</b>	<b>\$8,500.00</b>	<b>\$4,092.24</b>				
	<b>Expenses</b>	<b>\$151,072.20</b>	<b>\$151,072.20</b>	<b>\$268,733.00</b>	<b>\$117,660.80</b>				
	<b>Revenue Less Expenditures</b>	<b>(\$143,067.44)</b>	<b>(\$143,067.44)</b>	<b>(\$268,733.00)</b>	<b>\$0.00</b>				



## Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date		Annual Budget		Annual Budget		Jul 2022 Jun 2023 Percent of Budget
		Jul 2022	Oct 2022	Jul 2022	Jun 2023	Jul 2022	Jun 2023	
		Actual	Actual		Variance			
<b>Revenue &amp; Expenditures</b>								
<b>Park</b>								
<b>Expenses</b>								
<b>Salaries &amp; Benefits</b>								
55030	Payroll Taxes	102.05	102.05	300.00	197.95			34.0%
55060	Retirement	49.10	49.10	100.00	50.90			49.1%
55010	Salaries	1,371.26	1,371.26	4,500.00	3,128.74			30.5%
	<b>Total Salaries &amp; Benefits</b>	<b>\$1,522.41</b>	<b>\$1,522.41</b>	<b>\$4,900.00</b>	<b>\$3,377.59</b>			
<b>Administrative Expense</b>								
60610	Dues & Subscriptions	0.00	0.00	300.00	300.00			0.0%
62610	Postage & Printing	0.00	0.00	250.00	250.00			0.0%
	<b>Total Administrative Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$550.00</b>	<b>\$550.00</b>			
<b>Insurance</b>								
61030	Insurance - Liability	0.00	0.00	200.00	200.00			0.0%
61040	Insurance - Property	0.00	0.00	3,700.00	3,700.00			0.0%
61050	Insurance - Workers Comp	0.00	0.00	250.00	250.00			0.0%
	<b>Total Insurance</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,150.00</b>	<b>\$4,150.00</b>			
<b>Utilities</b>								
68010	Utilities - Electric	2,373.59	2,373.59	4,600.00	2,226.41			51.6%
68030	Utilities - Trash Removal	0.00	0.00	1,500.00	1,500.00			0.0%
	<b>Total Utilities</b>	<b>\$2,373.59</b>	<b>\$2,373.59</b>	<b>\$6,100.00</b>	<b>\$3,726.41</b>			
	<b>Expenses</b>	<b>\$3,896.00</b>	<b>\$3,896.00</b>	<b>\$15,700.00</b>	<b>\$11,804.00</b>			
	<b>Revenue Less Expenditures</b>	<b>(\$3,896.00)</b>	<b>(\$3,896.00)</b>	<b>(\$15,700.00)</b>	<b>\$0.00</b>			
	<b>Net Change in Fund Balance</b>	<b>(\$3,896.00)</b>	<b>(\$3,896.00)</b>	<b>(\$15,700.00)</b>	<b>\$0.00</b>			
	<b>Park Totals</b>	<b>(\$3,896.00)</b>	<b>(\$3,896.00)</b>	<b>(\$15,700.00)</b>	<b>\$11,804.00</b>			



## Statement of Revenue and Expenditures

Acct	Current		Year-To-Date		Annual Budget		Annual Budget		Jul 2022	
	Period	Actual	Actual	Actual	Jul 2022	Jun 2023	Jul 2022	Jun 2023	Percent of	Budget
<b>Revenue &amp; Expenditures</b>										
<b>Park Board</b>										
<b>Expenses</b>										
<b>Administrative Expense</b>										
62610	Postage & Printing	0.00	0.00	0.00	130.00	130.00	130.00	130.00		0.0%
<b>Total Administrative Expense</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$130.00</b>	<b>\$130.00</b>	<b>\$130.00</b>	<b>\$130.00</b>		
<b>Repairs &amp; Maintenance</b>										
64020	Repair & Maint - Building/Land	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00	5,000.00		0.0%
64030	Repair & Maint - Equipment	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00	5,000.00		0.0%
64040	Repair & Maint - Park Mowing	0.00	0.00	0.00	15,000.00	15,000.00	15,000.00	15,000.00		0.0%
<b>Total Repairs &amp; Maintenance</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25,000.00</b>	<b>\$25,000.00</b>	<b>\$25,000.00</b>	<b>\$25,000.00</b>		
<b>Utilities</b>										
68010	Utilities - Electric	0.00	0.00	0.00	3,300.00	3,300.00	3,300.00	3,300.00		0.0%
68040	Utilities - Water	0.00	0.00	0.00	700.00	700.00	700.00	700.00		0.0%
<b>Total Utilities</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,000.00</b>	<b>\$4,000.00</b>	<b>\$4,000.00</b>	<b>\$4,000.00</b>		
<b>Expenses</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$29,130.00</b>	<b>\$29,130.00</b>	<b>\$29,130.00</b>	<b>\$29,130.00</b>		
<b>Revenue Less Expenditures</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$29,130.00)</b>	<b>(\$29,130.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>		
<b>Net Change in Fund Balance</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$29,130.00)</b>	<b>(\$29,130.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>		
<b>Park Board Totals</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$29,130.00)</b>	<b>(\$29,130.00)</b>	<b>\$29,130.00</b>	<b>\$29,130.00</b>		

## Statement of Revenue and Expenditures

Acct	Current		Year-To-Date		Annual Budget		Annual Budget		Jul 2022	
	Period	Actual	Jul 2022	Oct 2022	Jul 2022	Jun 2023	Jul 2022	Jun 2023	Jul 2022	Jun 2023
	Actual	Actual	Actual	Actual	Variance	Variance	Percent of	Budget	Budget	Budget

### Revenue & Expenditures

#### Solid Waste

##### Expenses

##### Utilities

68030	Utilities - Trash Removal	34,692.00	34,692.00	0.00	(34,692.00)	0.0%
	<b>Total Utilities</b>	<b>\$34,692.00</b>	<b>\$34,692.00</b>	<b>\$0.00</b>	<b>(\$34,692.00)</b>	
	<b>Expenses</b>	<b>\$34,692.00</b>	<b>\$34,692.00</b>	<b>\$0.00</b>	<b>(\$34,692.00)</b>	
	<b>Revenue Less Expenditures</b>	<b>(\$34,692.00)</b>	<b>(\$34,692.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	
	<b>Net Change in Fund Balance</b>	<b>(\$34,692.00)</b>	<b>(\$34,692.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>	
	<b>Solid Waste Totals</b>	<b>(\$34,692.00)</b>	<b>(\$34,692.00)</b>	<b>\$0.00</b>	<b>(\$34,692.00)</b>	





### Statement of Revenue and Expenditures

Acct	Current				Annual Budget		Annual Budget		Percent of	
	Period	Year-To-Date	Jul 2022	Jul 2022	Jul 2022	Jun 2023	Jul 2022	Jun 2023	Jun 2023	Budget
	Actual	Actual	Oct 2022	Actual	Variance					

#### Revenue & Expenditures

##### Adrian Manor

##### Expenses

##### Utilities

68010	Utilities - Electric	1,953.49	1,953.49	0.00	(1,953.49)					0.0%
	<b>Total Utilities</b>	<b>\$1,953.49</b>	<b>\$1,953.49</b>	<b>\$0.00</b>	<b>(\$1,953.49)</b>					

##### Professional Services

63130 Prof Fees - Legal

	<b>Total Professional Services</b>	<b>\$427.50</b>	<b>\$427.50</b>	<b>\$0.00</b>	<b>(427.50)</b>					0.0%
	Expenses	\$2,380.99	\$2,380.99	\$0.00	(\$2,380.99)					
	Revenue Less Expenditures	(\$2,380.99)	(\$2,380.99)	\$0.00	\$0.00					
	Net Change in Fund Balance	(\$2,380.99)	(\$2,380.99)	\$0.00	\$0.00					
	Adrian Manor Totals	(\$2,380.99)	(\$2,380.99)	\$0.00	(\$2,380.99)					

Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date	Annual Budget		Annual Budget	Jul 2022	Jun 2023	Percent of Budget
			Jul 2022	Jun 2023				
			Actual	Variance				
49200	Transfers From Savings	100,000.00	100,000.00	0.00	(100,000.00)		0.0%	
	<b>Total Other Revenue</b>	<b>\$100,000.00</b>	<b>\$100,000.00</b>	<b>\$0.00</b>	<b>(\$100,000.00)</b>			
	<b>Service Revenue</b>							
47270	Bad Check Charges	(27.50)	(27.50)	950.00	977.50		(2.9%)	
47000	Meter Deposits	5,250.00	5,250.00	10,000.00	4,750.00		52.5%	
47315	PWSD # 5 Debt Service	67,210.44	67,210.44	190,000.00	122,789.56		35.4%	
47330	PWSD # 5 Depreciation	5,496.00	5,496.00	17,000.00	11,504.00		32.3%	
47310	PWSD # 5 Water Usage	111,904.83	111,904.83	290,000.00	178,095.17		38.6%	
47340	PWSD # 5 Wheeling	2,238.08	2,238.08	6,000.00	3,761.92		37.3%	
40600	Sales Tax Collected	3,329.03	3,329.03	9,600.00	6,270.97		34.7%	
48101	Sewer Connection Permit	0.00	0.00	750.00	750.00		0.0%	
48110	Sewer Primacy	810.31	810.31	720.00	(90.31)		112.5%	
48100	Sewer Usage	43,885.06	43,885.06	135,000.00	91,114.94		32.5%	
47221	Water Connection Permit	2,593.55	2,593.55	3,000.00	406.45		86.5%	
47220	Water Penalty	6,149.49	6,149.49	18,000.00	11,850.51		34.2%	
47240	Water Primacy	4,376.37	4,376.37	2,700.00	(1,676.37)		162.1%	
47250	Water Reconnects	1,450.00	1,450.00	500.00	(950.00)		290.0%	
47210	Water Usage	193,777.86	193,777.86	590,000.00	396,222.14		32.8%	
	<b>Total Service Revenue</b>	<b>\$448,443.52</b>	<b>\$448,443.52</b>	<b>\$1,274,220.00</b>	<b>\$825,776.48</b>			
	<b>Revenue</b>	<b>\$548,443.52</b>	<b>\$548,443.52</b>	<b>\$1,274,220.00</b>	<b>\$725,776.48</b>			
	<b>Gross Profit</b>	<b>\$548,443.52</b>	<b>\$548,443.52</b>	<b>\$1,274,220.00</b>	<b>\$0.00</b>			
	<b>Revenue Less Expenditures</b>	<b>\$548,443.52</b>	<b>\$548,443.52</b>	<b>\$1,274,220.00</b>	<b>\$0.00</b>			
	<b>Net Change in Fund Balance</b>	<b>\$548,443.52</b>	<b>\$548,443.52</b>	<b>\$1,274,220.00</b>	<b>\$0.00</b>			
	<b>Revenues Totals</b>	<b>\$2,193,774.0</b>	<b>\$2,193,774.08</b>	<b>\$5,096,880.00</b>	<b>\$725,776.48</b>			

## Statement of Revenue and Expenditures

Acct	Current		Year-To-Date		Annual Budget		Annual Budget	
	Period	Actual	Actual	Actual	Jul 2022	Jun 2023	Jul 2022	Jun 2023
								Percent of
								Budget

### Revenue & Expenditures

#### Solid Waste

#### Revenue

#### Service Revenue

46000	Solid Waste Receipts	0.00	0.00	120,500.00	120,500.00	120,500.00	0.0%
	<b>Total Service Revenue</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$120,500.00</b>	<b>\$120,500.00</b>	<b>\$120,500.00</b>	
	Revenue	\$0.00	\$0.00	\$120,500.00	\$120,500.00	\$120,500.00	
	Gross Profit	\$0.00	\$0.00	\$120,500.00	\$0.00	\$0.00	
	Revenue Less Expenditures	\$0.00	\$0.00	\$120,500.00	\$0.00	\$0.00	
	Net Change in Fund Balance	\$0.00	\$0.00	\$120,500.00	\$0.00	\$0.00	
	<b>Solid Waste Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$482,000.00</b>	<b>\$120,500.00</b>	<b>\$120,500.00</b>	

### Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date		Annual Budget		Annual Budget		Jul 2022 Jun 2023 Percent of Budget
		Actual	Actual	Jul 2022	Jun 2023	Jul 2022	Jun 2023	
				Variance				
<b>Revenue &amp; Expenditures</b>								
<b>Water</b>								
<b>Revenue</b>								
49201	Bulk Water Sales	1,385.00	1,385.00	0.00	(1,385.00)			0.0%
	<b>Total Other Revenue</b>	<b>\$1,385.00</b>	<b>\$1,385.00</b>	<b>\$0.00</b>	<b>(\$1,385.00)</b>			
	<b>Revenue</b>	<b>\$1,385.00</b>	<b>\$1,385.00</b>	<b>\$0.00</b>	<b>(\$1,385.00)</b>			
	<b>Gross Profit</b>	<b>\$1,385.00</b>	<b>\$1,385.00</b>	<b>\$0.00</b>	<b>\$0.00</b>			
<b>Expenses</b>								
<b>Salaries &amp; Benefits</b>								
55080	Dental	403.68	403.68	1,200.00	796.32			33.6%
55100	Disability	231.12	231.12	850.00	618.88			27.2%
55070	Health	6,518.20	6,518.20	20,000.00	13,481.80			32.6%
55090	Life	57.12	57.12	200.00	142.88			28.6%
55030	Payroll Taxes	1,203.21	1,203.21	4,900.00	3,696.79			24.6%
55060	Retirement	746.70	746.70	2,700.00	1,953.30			27.7%
55010	Salaries	16,232.89	16,232.89	66,570.00	50,337.11			24.4%
55120	Uniforms	501.35	501.35	1,500.00	998.65			33.4%
55110	Vision	83.24	83.24	300.00	216.76			27.7%
	<b>Total Salaries &amp; Benefits</b>	<b>\$25,977.51</b>	<b>\$25,977.51</b>	<b>\$98,220.00</b>	<b>\$72,242.49</b>			
<b>Administrative Expense</b>								
60610	Dues & Subscriptions	1,553.18	1,553.18	2,000.00	446.82			77.7%
62610	Postage & Printing	201.48	201.48	4,100.00	3,898.52			4.9%
65010	Seminars & Training	1,500.00	1,500.00	0.00	(1,500.00)			0.0%
	<b>Total Administrative Expense</b>	<b>\$3,254.66</b>	<b>\$3,254.66</b>	<b>\$6,100.00</b>	<b>\$2,845.34</b>			
<b>Capital Expenditures</b>								
60210	Equipment Lease / Purchase	4,255.09	4,255.09	7,750.00	3,494.91			54.9%
60220	Improvements	0.00	0.00	20,000.00	20,000.00			0.0%
	<b>Total Capital Expenditures</b>	<b>\$4,255.09</b>	<b>\$4,255.09</b>	<b>\$27,750.00</b>	<b>\$23,494.91</b>			
<b>Insurance</b>								
61010	Insurance - Auto	0.00	0.00	1,243.00	1,243.00			0.0%
61020	Insurance - Inland Marine	0.00	0.00	1,031.00	1,031.00			0.0%
61030	Insurance - Liability	0.00	0.00	2,308.00	2,308.00			0.0%
61040	Insurance - Property	0.00	0.00	19,000.00	19,000.00			0.0%



### Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date		Annual Budget		Annual Budget	Jul 2022	Jun 2023	Percent of Budget
		Jul 2022	Oct 2022	Jul 2022	Jun 2023				
		Actual	Actual	Variance	Budget				
<b>Revenue &amp; Expenditures</b>									
<b>Water</b>									
<b>Expenses</b>									
<b>Insurance</b>									
61050	Insurance - Workers Comp	0.00	0.00	2,240.00	2,240.00	2,240.00			0.0%
	<b>Total Insurance</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25,822.00</b>	<b>\$25,822.00</b>	<b>\$25,822.00</b>			
<b>Repairs &amp; Maintenance</b>									
64010	Repair & Maint - Auto	82.02	82.02	1,000.00	917.98	1,000.00			8.2%
64020	Repair & Maint - Building/Land	0.00	0.00	11,000.00	11,000.00	11,000.00			0.0%
64030	Repair & Maint - Equipment	21,099.09	21,099.09	27,000.00	5,900.91	27,000.00			78.1%
64080	Repair & Maint - Sewer Lines	489.90	489.90	0.00	(489.90)	0.00			0.0%
64070	Repair & Maint - Water Lines	7,677.12	7,677.12	50,000.00	42,322.88	50,000.00			15.4%
	<b>Total Repairs &amp; Maintenance</b>	<b>\$29,348.13</b>	<b>\$29,348.13</b>	<b>\$89,000.00</b>	<b>\$59,651.87</b>	<b>\$89,000.00</b>			
<b>Supplies</b>									
66020	Supplies - General	0.00	0.00	300.00	300.00	300.00			0.0%
66030	Supplies - Office	330.70	330.70	729.00	398.30	729.00			45.4%
	<b>Total Supplies</b>	<b>\$330.70</b>	<b>\$330.70</b>	<b>\$1,029.00</b>	<b>\$698.30</b>	<b>\$1,029.00</b>			
<b>Utilities</b>									
67020	Telephone - Cell	443.54	443.54	1,600.00	1,156.46	1,600.00			27.7%
68010	Utilities - Electric	206.73	206.73	700.00	493.27	700.00			29.5%
	<b>Total Utilities</b>	<b>\$650.27</b>	<b>\$650.27</b>	<b>\$2,300.00</b>	<b>\$1,649.73</b>	<b>\$2,300.00</b>			
<b>Professional Services</b>									
63010	Prof Fees - Accounting	0.00	0.00	9,000.00	9,000.00	9,000.00			0.0%
63150	Prof Fees - Primacy	4,471.73	4,471.73	0.00	(4,471.73)	0.00			0.0%
63160	Prof Fees - Sales Tax	4,854.78	4,854.78	8,000.00	3,145.22	8,000.00			60.7%
	<b>Total Professional Services</b>	<b>\$9,326.51</b>	<b>\$9,326.51</b>	<b>\$17,000.00</b>	<b>\$7,673.49</b>	<b>\$17,000.00</b>			
<b>Other Expense</b>									
57000	Meter Deposit Refunds	1,458.20	1,458.20	3,200.00	1,741.80	3,200.00			45.6%
62051	Miscellaneous Expense	0.00	0.00	600.00	600.00	600.00			0.0%
68510	Vehicle Operating Exp - Fuel	360.69	360.69	3,000.00	2,639.31	3,000.00			12.0%
	<b>Total Other Expense</b>	<b>\$1,818.89</b>	<b>\$1,818.89</b>	<b>\$6,800.00</b>	<b>\$4,981.11</b>	<b>\$6,800.00</b>			
	<b>Expenses</b>	<b>\$74,961.76</b>	<b>\$74,961.76</b>	<b>\$274,021.00</b>	<b>\$199,059.24</b>	<b>\$274,021.00</b>			
	<b>Revenue Less Expenditures</b>	<b>(\$73,576.76)</b>	<b>(\$73,576.76)</b>	<b>(\$274,021.00)</b>	<b>\$0.00</b>	<b>(\$274,021.00)</b>			

### Statement of Revenue and Expenditures

Acct	Current					
	Period	Year-To-Date	Annual Budget	Annual Budget	Annual Budget	Jul 2022
	Jul 2022	Jul 2022	Jul 2022	Jul 2022	Jul 2022	Jul 2022
	Oct 2022	Oct 2022	Jun 2023	Jun 2023	Jun 2023	Jun 2023
	Actual	Actual		Variance		Percent of Budget

### Revenue & Expenditures

#### Water

Net Change in Fund Balance	(\$73,576.76)	(\$73,576.76)	(\$274,021.00)	\$0.00
Water Totals	(\$69,421.76)	(\$69,421.76)	(\$274,021.00)	\$197,674.24

### Statement of Revenue and Expenditures

Acct	Current		Year-To-Date		Annual Budget		Annual Budget		Annual Budget	
	Period	Actual	Jul 2022	Oct 2022	Jul 2022	Jun 2023	Jul 2022	Jun 2023	Jul 2022	Jun 2023
	Actual	Actual	Actual	Actual	Actual	Variance	Variance	Variance	Percent of Budget	Percent of Budget
<b>Revenue &amp; Expenditures</b>										
<b>Water Production</b>										
<b>Expenses</b>										
<b>Salaries &amp; Benefits</b>										
55080	Dental	568.76	568.76		1,700.00	1,131.24				33.5%
55100	Disability	209.84	209.84		750.00	540.16				28.0%
55070	Health	10,897.52	10,897.52		30,000.00	19,102.48				36.3%
55090	Life	57.12	57.12		200.00	142.88				28.6%
55030	Payroll Taxes	4,065.82	4,065.82		12,663.00	8,597.18				32.1%
55060	Retirement	1,959.11	1,959.11		5,000.00	3,040.89				39.2%
55010	Salaries	58,259.29	58,259.29		174,480.00	116,220.71				33.4%
55120	Uniforms	492.80	492.80		2,000.00	1,507.20				24.6%
55110	Vision	117.20	117.20		374.00	256.80				31.3%
	<b>Total Salaries &amp; Benefits</b>	<b>\$76,627.46</b>	<b>\$76,627.46</b>		<b>\$227,167.00</b>	<b>\$150,539.54</b>				
<b>Administrative Expense</b>										
60010	Advertising	0.00	0.00		100.00	100.00				0.0%
60610	Dues & Subscriptions	0.00	0.00		225.00	225.00				0.0%
62410	Licenses & Permits	90.00	90.00		200.00	110.00				45.0%
62610	Postage & Printing	195.00	195.00		500.00	305.00				39.0%
	<b>Total Administrative Expense</b>	<b>\$285.00</b>	<b>\$285.00</b>		<b>\$1,025.00</b>	<b>\$740.00</b>				
<b>Capital Expenditures</b>										
60210	Equipment Lease / Purchase	16,315.00	16,315.00		30,000.00	13,685.00				54.4%
60220	Improvements	0.00	0.00		40,950.00	40,950.00				0.0%
	<b>Total Capital Expenditures</b>	<b>\$16,315.00</b>	<b>\$16,315.00</b>		<b>\$70,950.00</b>	<b>\$54,635.00</b>				
<b>Insurance</b>										
61010	Insurance - Auto	0.00	0.00		476.00	476.00				0.0%
61030	Insurance - Liability	0.00	0.00		1,250.00	1,250.00				0.0%
61050	Insurance - Workers Comp	0.00	0.00		5,400.00	5,400.00				0.0%
	<b>Total Insurance</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$7,126.00</b>	<b>\$7,126.00</b>				
<b>Debt Service</b>										
60130	Bond Payments Water Main	7,108.04	7,108.04		0.00	(7,108.04)				0.0%
60120	Bond Payments Water Plant	80,211.52	80,211.52		239,471.00	159,259.48				33.5%
60140	Bond Payments Water Plant	5,187.52	5,187.52		0.00	(5,187.52)				0.0%
	<b>Total Debt Service</b>	<b>\$92,507.08</b>	<b>\$92,507.08</b>		<b>\$239,471.00</b>	<b>\$146,963.92</b>				



### Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date		Annual Budget		Annual Budget		Jul 2022 Jun 2023 Percent of Budget
		Jul 2022	Oct 2022	Jul 2022	Jun 2023	Jul 2022	Jun 2023	
		Actual	Actual			Variance		
<b>Revenue &amp; Expenditures</b>								
<b>Water Production</b>								
<b>Expenses</b>								
<b>Repairs &amp; Maintenance</b>								
64010	Repair & Maint - Auto	673.75	673.75	500.00	(173.75)			134.8%
64020	Repair & Maint - Building/Land	16,648.95	16,648.95	30,000.00	13,351.05			55.5%
64030	Repair & Maint - Equipment	16,598.97	16,598.97	45,000.00	28,401.03			36.9%
64080	Repair & Maint - Sewer Lines	0.00	0.00	2,800.00	2,800.00			0.0%
64070	Repair & Maint - Water Lines	558.55	558.55	500.00	(58.55)			111.7%
	<b>Total Repairs &amp; Maintenance</b>	<b>\$34,480.22</b>	<b>\$34,480.22</b>	<b>\$78,800.00</b>	<b>\$44,319.78</b>			
<b>Supplies</b>								
66010	Supplies - Chemicals	67,545.90	67,545.90	125,000.00	57,454.10			54.0%
66020	Supplies - General	80.95	80.95	350.00	269.05			23.1%
66030	Supplies - Office	0.00	0.00	500.00	500.00			0.0%
	<b>Total Supplies</b>	<b>\$67,626.85</b>	<b>\$67,626.85</b>	<b>\$125,850.00</b>	<b>\$58,223.15</b>			
<b>Utilities</b>								
67020	Telephone - Cell	177.28	177.28	600.00	422.72			29.5%
67030	Telephone - Internet	1,406.10	1,406.10	6,000.00	4,593.90			23.4%
68010	Utilities - Electric	6,906.87	6,906.87	31,000.00	24,093.13			22.3%
68020	Utilities - Gas	0.00	0.00	400.00	400.00			0.0%
68030	Utilities - Trash Removal	0.00	0.00	1,200.00	1,200.00			0.0%
	<b>Total Utilities</b>	<b>\$8,490.25</b>	<b>\$8,490.25</b>	<b>\$39,200.00</b>	<b>\$30,709.75</b>			
<b>Professional Services</b>								
63010	Prof Fees - Accounting	0.00	0.00	9,000.00	9,000.00			0.0%
63020	Prof Fees - Admin	10,628.64	10,628.64	65,300.00	54,671.36			16.3%
63130	Prof Fees - Legal	1,237.50	1,237.50	0.00	(1,237.50)			0.0%
63150	Prof Fees - Primacy	0.00	0.00	2,700.00	2,700.00			0.0%
63170	Prof Fees - Testing	1,205.46	1,205.46	2,200.00	994.54			54.8%
	<b>Total Professional Services</b>	<b>\$13,071.60</b>	<b>\$13,071.60</b>	<b>\$79,200.00</b>	<b>\$66,128.40</b>			
<b>Other Expense</b>								
68510	Vehicle Operating Exp - Fuel	1,013.10	1,013.10	3,000.00	1,986.90			33.8%
	<b>Total Other Expense</b>	<b>\$1,013.10</b>	<b>\$1,013.10</b>	<b>\$3,000.00</b>	<b>\$1,986.90</b>			
	<b>Expenses</b>	<b>\$310,416.56</b>	<b>\$310,416.56</b>	<b>\$871,789.00</b>	<b>\$561,372.44</b>			
	<b>Revenue Less Expenditures</b>	<b>(\$310,416.56)</b>	<b>(\$310,416.56)</b>	<b>(\$871,789.00)</b>	<b>\$0.00</b>			

### Statement of Revenue and Expenditures

Acct	Current				Annual Budget Jul 2022	Annual Budget Jun 2023	Percent of Budget
	Period Jul 2022	Year-To-Date Oct 2022	Actual	Variance			
<b>Revenue &amp; Expenditures</b>							
<b>Water Production</b>							
		Net Change in Fund Balance (\$310,416.56	(\$310,416.56)	(\$871,789.00)	\$0.00		
		Water Production Totals (\$310,416.56	(\$310,416.56)	(\$871,789.00)	\$561,372.44		

Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date		Annual Budget		Annual Budget		Jul 2022 Jun 2023 Percent of Budget
		Jul 2022	Oct 2022	Jul 2022	Jun 2023	Jul 2022	Jun 2023	
		Actual	Actual	Variance	Variance			
<b>Revenue &amp; Expenditures</b>								
<b>Sewer</b>								
<b>Expenses</b>								
<b>Salaries &amp; Benefits</b>								
55030	Payroll Taxes	528.58	528.58	1,850.00	1,321.42			28.6%
55060	Retirement	311.32	311.32	840.00	528.68			37.1%
55010	Salaries	7,129.60	7,129.60	24,636.00	17,506.40			28.9%
55120	Uniforms	76.38	76.38	150.00	73.62			50.9%
	<b>Total Salaries &amp; Benefits</b>	<b>\$8,045.88</b>	<b>\$8,045.88</b>	<b>\$27,476.00</b>	<b>\$19,430.12</b>			
<b>Administrative Expense</b>								
60610	Dues & Subscriptions	0.00	0.00	300.00	300.00			0.0%
62610	Postage & Printing	5.80	5.80	40.00	34.20			14.5%
	<b>Total Administrative Expense</b>	<b>\$5.80</b>	<b>\$5.80</b>	<b>\$340.00</b>	<b>\$334.20</b>			
<b>Capital Expenditures</b>								
60210	Equipment Lease / Purchase	1,255.09	1,255.09	0.00	(1,255.09)			0.0%
	<b>Total Capital Expenditures</b>	<b>\$1,255.09</b>	<b>\$1,255.09</b>	<b>\$0.00</b>	<b>(\$1,255.09)</b>			
<b>Insurance</b>								
61010	Insurance - Auto	0.00	0.00	809.00	809.00			0.0%
61020	Insurance - Inland Marine	0.00	0.00	806.00	806.00			0.0%
61030	Insurance - Liability	0.00	0.00	182.00	182.00			0.0%
61040	Insurance - Property	0.00	0.00	2,020.00	2,020.00			0.0%
61050	Insurance - Workers Comp	0.00	0.00	680.00	680.00			0.0%
	<b>Total Insurance</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,497.00</b>	<b>\$4,497.00</b>			
<b>Repairs &amp; Maintenance</b>								
64010	Repair & Maint - Auto	2.56	2.56	500.00	497.44			0.5%
64020	Repair & Maint - Building/Land	1,438.75	1,438.75	1,000.00	(438.75)			143.9%
64030	Repair & Maint - Equipment	3,577.90	3,577.90	5,800.00	2,222.10			61.7%
64080	Repair & Maint - Sewer Lines	1,981.00	1,981.00	58,000.00	56,019.00			3.4%
	<b>Total Repairs &amp; Maintenance</b>	<b>\$7,000.21</b>	<b>\$7,000.21</b>	<b>\$65,300.00</b>	<b>\$58,299.79</b>			
<b>Supplies</b>								
66020	Supplies - General	0.00	0.00	300.00	300.00			0.0%
	<b>Total Supplies</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$300.00</b>	<b>\$300.00</b>			
<b>Utilities</b>								
68010	Utilities - Electric	2,116.60	2,116.60	7,500.00	5,383.40			28.2%
	<b>Total Utilities</b>	<b>\$2,116.60</b>	<b>\$2,116.60</b>	<b>\$7,500.00</b>	<b>\$5,383.40</b>			

Statement of Revenue and Expenditures

Acct	Current				Annual Budget Jul 2022 Jun 2023 Variance	Annual Budget Jul 2022 Jun 2023 Percent of Budget
	Period	Year-To-Date	Annual Budget	Annual Budget		
	Actual	Actual	Jul 2022	Jun 2023		

Revenue & Expenditures

Sewer

Expenses

Professional Services

63010	Prof Fees - Accounting	0.00	0.00	9,000.00	9,000.00	0.0%
63150	Prof Fees - Primacy	778.69	778.69	600.00	(178.69)	129.8%
63170	Prof Fees - Testing	3,957.00	3,957.00	10,000.00	6,043.00	39.6%
	<b>Total Professional Services</b>	<b>\$4,735.69</b>	<b>\$4,735.69</b>	<b>\$19,600.00</b>	<b>\$14,864.31</b>	

Other Expense

68510	Vehicle Operating Exp - Fuel	165.48	165.48	500.00	334.52	33.1%
	<b>Total Other Expense</b>	<b>\$165.48</b>	<b>\$165.48</b>	<b>\$500.00</b>	<b>\$334.52</b>	
	<b>Expenses</b>	<b>\$23,324.75</b>	<b>\$23,324.75</b>	<b>\$125,513.00</b>	<b>\$102,188.25</b>	
	<b>Revenue Less Expenditures</b>	<b>(\$23,324.75)</b>	<b>(\$23,324.75)</b>	<b>(\$125,513.00)</b>	<b>\$0.00</b>	
	<b>Net Change in Fund Balance</b>	<b>(\$23,324.75)</b>	<b>(\$23,324.75)</b>	<b>(\$125,513.00)</b>	<b>\$0.00</b>	
	<b>Sewer Totals</b>	<b>(\$23,324.75)</b>	<b>(\$23,324.75)</b>	<b>(\$125,513.00)</b>	<b>\$102,188.25</b>	



**Water-Sewer Fund**  
**Statement of Revenue and Expenditures**

Acct	Current					
	Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2022	Jul 2023
	Jul 2022	Oct 2022	Jul 2022	Jun 2023	Jul 2022	Jun 2023
	Actual	Actual		Variance	Percent of	Budget
<b>Revenue &amp; Expenditures</b>						
<b>Unallocated</b>						
<b>Revenue</b>						
40900	Interest Income	10.98	10.98	0.00	(10.98)	0.0%
	<b>Total Other Revenue</b>	<b>\$10.98</b>	<b>\$10.98</b>	<b>\$0.00</b>	<b>(\$10.98)</b>	
<b>Service Revenue</b>						
47210	Water Usage	107.50	107.50	0.00	(107.50)	0.0%
	<b>Total Service Revenue</b>	<b>\$107.50</b>	<b>\$107.50</b>	<b>\$0.00</b>	<b>(\$107.50)</b>	
	Revenue	\$118.48	\$118.48	\$0.00	(\$118.48)	
	Gross Profit	\$118.48	\$118.48	\$0.00	\$0.00	
	Revenue Less Expenditures	\$118.48	\$118.48	\$0.00	\$0.00	
	Net Change in Fund Balance	\$118.48	\$118.48	\$0.00	\$0.00	
	<b>Unallocated Totals</b>	<b>\$473.92</b>	<b>\$473.92</b>	<b>\$0.00</b>	<b>(\$118.48)</b>	

# PUBLIC WORKS ACTIVITY REPORT

## OCTOBER 2022

STREET - TRIMMED TREES ALONG STREETS N.E. PART OF TOWN  
- SWEEP + CLEANED BUSINESS MAIN ST. 2 TIMES.  
- MIXED COLD MIX FOR POTHOLES - FILLED POTHOLES  
- WEEKLY TRASH PICK UP  
- BLADED COMMUTER PARKING

WATER - READ METERS - LINE LOCATES  
- CHANGED METERS.

SEWER - BI WEEKLY LIFT STATION CHECKS  
LINE LOCATES  
- WORKED ON SMITH + LOVELESS STATION  
VACUUM PUMP + ELECTRICAL ISSUES  
- ELECTRICAL ISSUES AT NORTH LAGOON STATION  
- HAULED 91 DODGE VAN TO SCRAP  
- BLADED LAGOON ROADS

WATER PROD - CLEAN UP AND GRASS SEEDING AT RIVER JOB  
- WORKED WITH FLOATING SUCTION ON OLD LAKE  
- TREATED LAKES.  
- BLADED ROADS THROUGH CITY PARK

GENERAL - SEVERAL BUILDING PERMITS + ISSUES

Mark

# **CONSENT AGENDA**

A



# CITY OF ADRIAN

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BOARD OF ALDERMEN  
JEFF VICK  
JEREMY BRIDGES  
DAVID HUMMEL  
MATT SEARS

POST OFFICE BOX 246  
ADRIAN, MO 64720-0246  
PHONE: 816-297-2659  
FAX: 816-297-2888

MAYOR  
MATT CUNNINGHAM

## REGULAR MEETING OF THE BOARD OF ALDERMEN

Monday, October 12, 2022

7:00 p.m.

**Forum:** Regular Meeting, Monday October 12, 2022, in the City Hall of Adrian, Missouri.  
**Officiate:** Mayor Matt Cunningham presided and called the meeting to order at 7:00 p.m.  
**Present:** Aldermen Vick, Hummel, Bridges, Sears  
**Absent:** None

**In Attendance:** Sarah Oldridge, City Attorney, Ryan Wescoat, City Administrator,  
Evon Hall, Acting City Clerk

### Visitors:

Mark Griffith, Ken Newsome, Amanda Rowland, Gary Dizney, Jeremy Cassaday, Tom Williams, Chris Dillon.

**Call to Order:** Mayor Cunningham called the meeting to order.

**Roll Call:** Alderman Vick, present, Alderman Hummel, present, Alderman Bridges, present, Alderman Sears, present.

### Pledge of Allegiance:

**Approval of the Agenda:** Alderman Hummel moved to approve the agenda. Alderman Bridges seconded. Motion carried 4-0.

**Personal Appearances:** A written report was received from Ron Pence on behalf of The Baptist Homes updating the remodeling progress at the old nursing home.

### DEPARTMENT REPORTS:

**Emergency Management:** There was nothing to report.

**Fire Department:** A written report was given. Alderman Bridges commented on the organizing efforts and work from the fire department and crew to make the Homecoming parade safe a memorable for all. The community involvement as well as the crowd turn out for the event was outstanding.

### Police Department:

Chris Dillon turned in a written report and informed the council that there are residents living in tents at Parkwood Apartments.

**City Administrator:**

Ryan Wescoat, Administrator gave a report. ARPA grants for water meters and Insituform sewer liners that have been applied have not been awarded yet. The City's new website is now online and being updated regularly. Fire and Police grants are opening on October 15, 2022. Administrator Ryan Wescoat also investigated and found that permission must come from the State Highway Patrol to close Adrian's main street for any activity and was given approval to close main street for Sight and Safety night. Mr. Wescoat was a guest speaker at the Rotary Club meeting and toured the old nursing home to see the progress that The Baptist Homes has made with the building since its purchase. Business license applications are to be investigated, as the ordinance did not come with the application.

**Public Works Department:**

Mark Griffith turned in a written report. The sidewalk damage at 1<sup>st</sup> and Kentucky is to be repaired. Mayor Cunningham would like to see "Home of the Blackhawks" placed on the city's water towers. Tom Williams asked that it be placed on the water plant clear wells also.

**Water Production Department:**

A written report was given. Tom informed the council the water plant truck will be needing new tires and a motor tune-up before winter. A new truck is to be purchased for the water plant personnel to use as soon as one can be located that fits their needs. A vehicle replacement plan is to be put in place for all city vehicles.

**Park Committee:**

Alderman Hummel reported the new park board members met and decided on officers for the park board.

**City Attorney:**

Sara Oldridge, City Attorney had nothing at this time.

**Finance Committee:**

Alderman Bridges reported that the finance committee will have a meeting before the next council meeting. Future meetings of the finance committee will be scheduled at that time.

**Consent Agenda:**

Approval of Regular Council minutes for September

Approval of Bills paid in September

Approval of Bills to be paid October

Alderman Vick moved to approve the consent agenda items. Alderman Bridges seconded. Motion carried 4-0.

**New Business:**

**Approval of a Retainer Agreement with Napoli Shkolnik:**

The law firm Napoli Shkolnik are representing a class action lawsuit in cost recovery for PFOA'S and PFA'S in drinking water. The city of Adrian will take its first test for these on October 27, 2022.



Motion is made by Alderman Vick to approve the retainer with Napoli Shkolnik to represent the City of Adrian in a class action lawsuit for cost recovery for PFOA'S and PFA's in drinking water. Alderman Sears seconded. Motion carried 4-0.

**Request for Proposal for Residential Trash Service:**

The Request for Proposal for residential trash service will be advertised for the lowest/best bid with the new contract starting on January 1, 2023.

**Planning and Zoning Commission:**

Planning and zoning commission members are needed. City council members may be on the planning and zoning commission board as well. No members that are on the zoning appeals board may be on the planning and zoning commission board.

**Codes Enforcement:**

The hiring of a part-time code enforcement officer is tabled.

**Ordinance #1138 – Investment Policy**

Cities must pass the State of Missouri's state investment policy for cities to make investments. The policy outlines investments and time limits cities must adhere to. Investments will be made by the administrator with Board of Aldermen approval.

Alderman Hummel read Bill No. 22-22 the State of Missouri's state investment policy for cities. Alderman Bridges moved to approve Bill No. 22-22. Motion carried 4-0.

Alderman Hummel read Bill No. 22-22 a second and final time. Alderman Bridges moved to approve Bill No. 22-22. Alderman Vick seconded. Motion carried 4-0.

Roll Call: Alderman Vick – Aye | Alderman Hummel – Aye | Alderman Bridges – Aye | Alderman Sears – Aye.

Mayor Cunningham declared Bill No. 22-22 adopted and was placed in the ordinance book as Ordinance No. 1138. "AN ORDINANCE ADOPTING THE STATE OF MISSOURI INVESTMENT POLICY."

Roll Call: Alderman Vick – Aye | Alderman Hummel – Aye | Alderman Bridges – Aye | Alderman Sears – Aye.

**Missouri Securities Investment Program (MOSIP):**

Alderman Bridges read Bill No. 22-23 authorizing the City of Adrian to enter into an intergovernmental cooperation agreement for the investment of public funds through the Missouri Securities Investment Program. Alderman Sears moved to approve Bill 22-23. Motion carried 4-0.

Bill No. 22-23 was read a second and final time by Bridges. Alderman Sears moved to approve Bill 22-23. Motion carried 4-0.

Roll Call: Alderman Vick – Aye | Alderman Hummel – Aye | Alderman Bridges – Aye | Alderman Sears – Aye.

Mayor Cunningham declared Bill No. 22-23 adopted and was placed in the ordinance book as Ordinance No. 1139. "AN ORDINANCE AUTHORIZING THE CITY OF ADRIAN TO ENTER INTO AN INTERGOVERNMENTAL COOPERATION AGREEMENT FOR THE INVESTMENT OF PUBLIC FUNDS THROUGH THE MISSOURI SECURITIES INVESTMENT PROGRAM."

Roll Call: Alderman Vick – Aye | Alderman Hummel – Aye | Alderman Bridges – Aye | Alderman Sears – Aye.

**Resolution authorizing Banking Transfers from the City of Adrian General Account to Investment Accounts:**

Alderman Hummel read Resolution 22-24 authorizing banking transfers from the City of Adrian General Fund to Investment Accounts. Alderman Bridges moved to approve Resolution No. 22-24. Motion carried 4-0. Alderman Hummel read Resolution 22-24 a second time and final time. Alderman Bridges moved to approve Resolution No.22-24. Motion carried 4-0.

Roll Call: Alderman Vick – Aye | Alderman Hummel – Aye | Alderman Bridges – Aye | Alderman Sears – Aye. Mayor Cunningham declared Bill No. 22-24 adopted and was placed in the ordinance book as Resolution No. 1140. "Resolution authorizing banking transfers from the City of Adrian General Fund to Investment Accounts."

Roll Call: Alderman Vick – Aye | Alderman Hummel – Aye | Alderman Bridges – Aye | Alderman Sears – Aye.

**Oates Bus/City Taxi:**

The City's liability insurance will no longer cover the city's taxi service with volunteer drivers. Other taxi services are being sought that will service Adrian citizens. Alderman Vick moved to suspend the taxi service until further notice. Alderman Sears seconded. Motion carried 4-0.

**ATV/RECREATIONAL VEHICLE ORDINANCE DISCUSSION:**

The ATV/Recreational vehicle ordinance is discussed and tabled until the next council meeting.

**Public Comments:**

Alderman Vick ask that the City of Adrian draft a resolution following the state harassment policy. A resolution is to be drafted to coincide with the State of Missouri harassment policy.

The PWS #5 water district water board meetings with the City of Adrian will be scheduled after the city's audit is completed. The city's software integration for the accounting/utility billing will be completed late January – early February.

**Mayor/Alderman Communications:**

Mayor Cunningham along with several aldermen addressed the issues of residents using tents for housing. Alderman Sears commended the fire department for their money saving decisions on the siren repairs.

**Close regular session:**

Alderman Hummel moved to close the regular session meeting at 8:40p.m and move to a closed session meeting. Alderman Sears seconded. Motion carried 4-0.

Alderman Hummel moved to open the closed session meeting. Alderman Sears seconded. Motion carried 4-0.

Roll Call: Alderman Vick – Aye | Alderman Hummel – Aye | Alderman Bridges – Aye | Alderman Sears – Aye.

Alderman Vick moved to close the closed session meeting. Alderman Bridges seconded. Motion carried 4-0.

Alderman Vick moved to open regular session. Alderman Bridges seconded. Motion carried 4-0.

Alderman Vick moved to close regular session. Alderman Bridges seconded. Motion carried 4-0.

Mayor Cunningham adjourned the regular meeting at 10:00 P.M.

**Draft:**

The minutes above are a draft copy until approved at the November 2022 council meeting.

Evon Hall  
Acting City Clerk

Final Approval: \_\_\_\_\_  
Mayor  
Date \_\_\_\_\_



**B**



**General Fund, Water-Sewer Fund  
Payments Journal (Summary)  
10/1/2022 to 10/31/2022**

Check Date	Check / Reference #	Payee	Amount
<b>10010 CIB- General Fund 90034</b>			
10/5/2022	40496	Steven T Engelhardt	208.75
10/5/2022	40495	Gary Dizney	181.50
10/5/2022	40500	Wendell Lawrence	1,105.83
10/5/2022	40510	Thomas E Williams	1,376.34
10/5/2022	40509	Ryan M Wescoat	2,020.81
10/5/2022	40492	Richard L Cox	1,289.77
10/5/2022	40489	Michael J. Briggs	1,138.70
10/5/2022	40507	Matthew W Sears	92.35
10/5/2022	40493	Matthew H Cunningham	138.52
10/5/2022	40503	Matthew A Newkirk	1,061.73
10/5/2022	40497	Mark D Griffith	1,621.16
10/5/2022	40501	Larry A Marshall	164.84
10/5/2022	40488	Jeremy Bridges	92.35
10/5/2022	40508	Jeffrey H Vick	92.35
10/5/2022	40505	James L Osborne	442.37
10/5/2022	40498	Evon M Hall	1,487.45
10/5/2022	40491	Ernest A Cole	1,292.83
10/5/2022	40486	Dylan R Allison	1,300.60
10/5/2022	40490	Donald J Chulufas	984.64
10/5/2022	40499	David E Hummel	92.35
10/5/2022	40502	David B McFarlane	1,191.45
10/5/2022	40494	Christopher W Dillon	1,644.12
10/5/2022	40487	Brian L Bearce	1,468.50
10/5/2022	40504	Billie J. Osborne	642.15
10/5/2022	40506	Amanda M. Rowland	742.63
10/6/2022	40514	Right Choice Truck & Tire Inc.	34.25
		<i>2007 IH Dump Truck- Tire Repair - Replacement Check for #40460 Lost in Mail</i>	
10/12/2022	40526	Evergy	22.59
		<i>City Hall</i>	
10/12/2022	40526	Evergy	111.58
		<i>Fire Station</i>	
10/12/2022	40526	Evergy	37.26
		<i>Park</i>	
10/12/2022	40526	Evergy	614.99
		<i>Park Ballfields</i>	
10/12/2022	40526	Evergy	42.75
		<i>Park Soccer Field</i>	
10/12/2022	40526	Evergy	46.97
		<i>Siren 1st &amp; Warford, 6th &amp; Lexington</i>	
10/12/2022	40526	Evergy	68.07
		<i>Street Ban Area Light</i>	
10/12/2022	40526	Evergy	65.94
		<i>Street Barn Inside Meter</i>	
10/12/2022	40526	Evergy	336.72
		<i>Street Lights</i>	
10/12/2022	40526	Evergy	2,068.75
		<i>Street Lights LED</i>	
10/12/2022	40522	DSG Equipment & Supplies, Inc.	86.86
		<i>Wheel 12in Rim Steel, Ripper 11-5Gallon</i>	
10/12/2022	40534	Kasper Auto Parts Inc	0.22
		<i>2007 John Deere Backhoe 310</i>	

**General Fund, Water-Sewer Fund  
Payments Journal (Summary)  
10/1/2022 to 10/31/2022**

<b>Check Date</b>	<b>Check / Reference #</b>	<b>Payee</b>	<b>Amount</b>
10/12/2022	40534	Kasper Auto Parts Inc	248.01
		<i>2008 White F350- Brake Cleaner, Oil Filter</i>	
10/12/2022	40534	Kasper Auto Parts Inc	9.69
		<i>2015 Chev Tahoe Synthetic Oil w20</i>	
10/12/2022	40534	Kasper Auto Parts Inc	85.54
		<i>2022 Chevy Tahoe- Windshield wash, Tar Removal, Tire Clean,RainX. 5w30 oil</i>	
10/12/2022	40534	Kasper Auto Parts Inc	77.96
		<i>42 Gallon &amp; 55 Gallon Trash Bags</i>	
10/12/2022	40534	Kasper Auto Parts Inc	45.98
		<i>Nitrile Disposable Gloves</i>	
10/12/2022	40534	Kasper Auto Parts Inc	18.32
		<i>Passing Link Chain</i>	
10/12/2022	40534	Kasper Auto Parts Inc	35.95
		<i>Plasma Cutter-Adapters, Coupler, Air Hose 3/8</i>	
10/12/2022	40534	Kasper Auto Parts Inc	59.13
		<i>Pole Saw-Spark Plug, 3-8in Dr. Ratchet</i>	
10/12/2022	40534	Kasper Auto Parts Inc	3.88
		<i>Screw for Sickle Mower Repair</i>	
10/12/2022	40538	Quill Corporation	902.22
		<i>File Cabinet-Locking-Gray, Milwaukee Dolly</i>	
10/12/2022	40538	Quill Corporation	139.99
		<i>Hp 304A-Blk Toner Cartridge</i>	
10/12/2022	40538	Quill Corporation	117.74
		<i>Office Chair-Tom</i>	
10/12/2022	40538	Quill Corporation	106.65
		<i>Paper Clips, Highlighter, Clock Ribbon, Calculator Ribbon, Rolodex</i>	
10/12/2022	40537	O'Reilly Auto Parts Inc	97.24
		<i>Engine 1 and 2 Mini Bulbs, Wiper Fluid, Adapter, Star Bits</i>	
10/12/2022	40516	Adrian Muffler Service Inc	746.70
		<i>2015 Dodge Charger- Alternator, Battery, Shop Supplies, Haz Mat, Remove Replace Alternator</i>	
10/12/2022	40516	Adrian Muffler Service Inc	67.25
		<i>2022 Chev Tahoe Oil Change</i>	
10/12/2022	40547	Visa	16.48
		<i>150W Sodium Lamp Bulb-Flag Light</i>	
10/12/2022	40547	Visa	26.17
		<i>16 E 5th Lettering</i>	
10/12/2022	40547	Visa	21.80
		<i>Black Grommet with Cap 2Pack</i>	
10/12/2022	40547	Visa	70.56
		<i>Drop Ceiling Tiles 10Pk</i>	
10/12/2022	40547	Visa	140.00
		<i>Fire King Replacement Keys</i>	
10/12/2022	40547	Visa	35.13
		<i>Flood Plain Meeting Dinner 9/22/2022</i>	
10/12/2022	40547	Visa	35.13
		<i>Flood Plain Meeting Dinner 9/23/2022</i>	
10/12/2022	40547	Visa	40.41
		<i>MML Dinner</i>	
10/12/2022	40547	Visa	1,780.00
		<i>Paper Shredder Kobra 300.2 CH, Delivery charge</i>	
10/12/2022	40547	Visa	19.04
		<i>Replacement keys</i>	
10/12/2022	40532	J&J Tire & Lube LLC	94.57
		<i>2015 Dodge Charger- Oil Change</i>	
10/12/2022	40533	Jason Chulufas Reimb	237.35
		<i>Framed City of Adrian Map</i>	

**General Fund, Water-Sewer Fund**  
**Payments Journal (Summary)**  
**10/1/2022 to 10/31/2022**

Check Date	Check / Reference #	Payee	Amount
10/12/2022	40525	Ethan's Auto Repair Inc	152.71
		<i>Fix Trailer Lights and Rear Gate, Installed New Plug on Trailer</i>	
10/12/2022	40520	Custom Creations by Harvest	96.76
		<i>Assisstant City Clerk Shirts x6</i>	
10/12/2022	40529	Haile Creative Design	7,140.00
		<i>Public Works Building Maintenance, Painting</i>	
10/12/2022	40529	Haile Creative Design	3,515.00
		<i>Public Works Storage Building-Painted</i>	
10/12/2022	40535	Lauber Municipal Law LLC	297.00
		<i>Attend Council Meeting, Discuss Personnel Matter w/Wescoat</i>	
10/12/2022	40535	Lauber Municipal Law LLC	66.00
		<i>Document Complete/Review Timeline</i>	
10/12/2022	40535	Lauber Municipal Law LLC	66.00
		<i>Document Complete/Review Timeline and Write-up</i>	
10/12/2022	40535	Lauber Municipal Law LLC	66.00
		<i>Email w/Wescoat Regarding Official v. Unofficial Meetings, Discuss Agenda Items</i>	
10/12/2022	40535	Lauber Municipal Law LLC	66.00
		<i>Phone Call w/Wescoat to Discuss Leftover Agenda Items, Personnel Matters, ARPA Funds</i>	
10/12/2022	40535	Lauber Municipal Law LLC	99.00
		<i>Review Council Meeting Agenda, Phone Call w/Wescoat to Discuss Agenda Items</i>	
10/12/2022	40535	Lauber Municipal Law LLC	280.50
		<i>Review Documents Pertaining to Diversity and Inclusion</i>	
10/12/2022	40535	Lauber Municipal Law LLC	49.50
		<i>Review Rules for Closed Meeting Minutes, Email Wescoat Regarding Same</i>	
10/12/2022	40517	Bates County Disposal Inc	8,358.00
		<i>Trash August 2022</i>	
10/12/2022	40519	Casey's Business MasterCard	333.03
		<i>Brian Bearce</i>	
10/12/2022	40519	Casey's Business MasterCard	185.38
		<i>Chris Dillon</i>	
10/12/2022	40519	Casey's Business MasterCard	333.10
		<i>Dylan Allison</i>	
10/12/2022	40519	Casey's Business MasterCard	399.27
		<i>Ernest Cole</i>	
10/12/2022	40519	Casey's Business MasterCard	219.43
		<i>Gary Dizney</i>	
10/12/2022	40519	Casey's Business MasterCard	(16.20)
		<i>Rebate</i>	
10/12/2022	40519	Casey's Business MasterCard	12.00
		<i>Transaction Fee</i>	
10/12/2022	40515	Adrian Bank	591.64
		<i>2021 Chev Tahoe - October 2022</i>	
10/12/2022	40515	Adrian Bank	463.02
		<i>2021 Dodge Charger - October 2022</i>	
10/12/2022	40513	Missouri Department of Revenue	871.00
10/12/2022	40512	ING Life Insurance & Annuity Co	1,745.06
10/12/2022	40511	Adrian Bank	6,791.54
		<i>For USA tax payment IRS</i>	
10/12/2022	40536	Liberty Utilities	37.28
		<i>City Hall</i>	
10/12/2022	40536	Liberty Utilities	40.06
		<i>Fire Station</i>	
10/12/2022	40528	Fidelity Communications	37.00
		<i>City Hall Internet</i>	
10/12/2022	40528	Fidelity Communications	223.60
		<i>City Hall Phone</i>	

**General Fund, Water-Sewer Fund**  
**Payments Journal (Summary)**  
**10/1/2022 to 10/31/2022**

Check Date	Check / Reference #	Payee	Amount
10/12/2022	40528	Fidelity Communications	36.00
		<i>Fire Station Internet</i>	
10/12/2022	40528	Fidelity Communications	47.41
		<i>Fire Station Phone</i>	
10/12/2022	40528	Fidelity Communications	59.59
		<i>Police Emergency</i>	
10/12/2022	40528	Fidelity Communications	55.90
		<i>Police Station</i>	
10/12/2022	40543	TG Technical Services	280.00
		<i>4- Gas Meter Calibration</i>	
10/12/2022	40541	Signs of Fire	93.97
		<i>Reflective Equipment Markers-200 Shipping and Handling</i>	
10/12/2022	40523	Ed M. Feld Equipment Company	172.00
		<i>36" Axe, Structural Gloves</i>	
10/12/2022	40524	Ethan's Auto Repair Inc	15.00
		<i>1987 John Deere 1250 Tractor- Tire Repair</i>	
10/12/2022	40518	Capital One	218.05
		<i>Replacement Water Cooler</i>	
10/12/2022	40545	Unifirst Corporation	53.70
		<i>DEFE Charge</i>	
10/12/2022	40545	Unifirst Corporation	77.56
		<i>Uniform Jeans, Shirt, Coat Brian McFarlane</i>	
10/12/2022	40545	Unifirst Corporation	74.62
		<i>Uniform Jeans, Shirt, Richard Cox</i>	
10/12/2022	40531	IT4KC Inc.	300.00
		<i>Annual Monthly Recurring Computer Services</i>	
10/12/2022	40531	IT4KC Inc.	475.00
		<i>Billable Services 09/22</i>	
10/12/2022	40546	Verizon Wireless	156.14
		<i>660-464-9010 - Not a City Phone Number - To be Removed</i>	
10/12/2022	40546	Verizon Wireless	62.31
		<i>Chris Dillion 816-797-9121</i>	
10/12/2022	40546	Verizon Wireless	173.89
		<i>Richard Cox 660-464-9183</i>	
10/12/2022	40546	Verizon Wireless	52.56
		<i>Taxi 660-464-1206</i>	
10/12/2022	40540	Ryan Wescoat - Reimb	575.00
		<i>Mileage Reimbursement for August and September 2022</i>	
10/12/2022	40527	Family Center Butler	114.97
		<i>Pet Kennal, Choke Chain X2</i>	
10/12/2022	40521	Dollar General-Regions 410526	22.50
		<i>Air Freshner, Broom/Dust Pan, Cat Litter x2</i>	
10/12/2022	40521	Dollar General-Regions 410526	12.05
		<i>Dog Collar &amp; Leash</i>	
10/12/2022	40521	Dollar General-Regions 410526	8.00
		<i>Dog Food</i>	
10/12/2022	40539	Rhodes Exterminating	40.00
		<i>City Hall Pest Control</i>	
10/12/2022	40542	Stanion Wholesale Electric Co.	75.00
		<i>Public Works Building Replacement Light Bulbs</i>	
10/12/2022	40544	The South Cass Tribune	36.96
		<i>Annual Subscription 1 Year</i>	
10/12/2022	40530	Heritage Tractor Inc	28.00
		<i>Weed Eater Head</i>	
10/20/2022	40568	Missouri Department of Revenue	823.00
10/20/2022	40567	ING Life Insurance & Annuity Co	1,629.66

**General Fund, Water-Sewer Fund**  
**Payments Journal (Summary)**  
**10/1/2022 to 10/31/2022**

Check Date	Check / Reference #	Payee	Amount
10/20/2022	40566	Adrian Bank	6,354.14
	<i>For USA tax payment IRS</i>		
10/20/2022	40564	Ryan M Wescoat	2,020.81
10/20/2022	40557	Wendell Lawrence	1,105.83
10/20/2022	40565	Thomas E Williams	1,426.71
10/20/2022	40553	Richard L Cox	1,128.55
10/20/2022	40550	Michael J. Briggs	600.01
10/20/2022	40560	Matthew A Newkirk	1,061.73
10/20/2022	40555	Mark D Griffith	1,454.40
10/20/2022	40558	Larry A Marshall	268.02
10/20/2022	40562	James L Osborne	442.37
10/20/2022	40556	Evon M Hall	1,387.60
10/20/2022	40552	Ernest A Cole	1,770.31
10/20/2022	40548	Dylan R Allison	1,439.29
10/20/2022	40551	Donald J Chulufas	999.17
10/20/2022	40559	David B McFarlane	1,163.13
10/20/2022	40554	Christopher W Dillon	1,690.48
10/20/2022	40549	Brian L Bearce	1,306.03
10/20/2022	40561	Billie J. Osborne	642.15
10/20/2022	40563	Amanda M. Rowland	524.27
10/21/2022	40571	BlueCross BlueShield Of Kansas	3,147.75
	<i>Dillon \$768.26 Allison \$570.44 Bearce \$611.79 Cole 1197.26</i>		
10/21/2022	40571	BlueCross BlueShield Of Kansas	1,987.59
	<i>McFarlane \$1,409.64 Cox \$577.95</i>		
10/21/2022	40571	BlueCross BlueShield Of Kansas	2,024.72
	<i>Wescoat \$801.62 - ,Hall \$1,223.10</i>		
10/21/2022	40572	Globe Life Liberty National	574.84
	<i>November 2022</i>		
10/21/2022	40569	Adrian Community Library	290.01
	<i>SEPTEMBER 2022</i>		
10/21/2022	40570	AFLAC	792.85
10/24/2022	40574	MetLife - Group Benefits	149.43
	<i>Allison, Dillon, Bearce, Cole</i>		
10/24/2022	40574	MetLife - Group Benefits	205.41
	<i>Allison, Dillon, Bearce, Cole</i>		
10/24/2022	40574	MetLife - Group Benefits	134.37
	<i>Cox, McFarlane</i>		
10/24/2022	40574	MetLife - Group Benefits	158.16
	<i>Hall, Wescoat</i>		
10/24/2022	40573	Missouri Division of Employment	544.17
	<b>10010 CIB- General Fund 90034 Totals</b>		<b>\$105,771.75</b>

**11070 CIB- Sewer & Water Ops 90077**

10/12/2022	23527	AT&T	59.24
	<i>Water Plant</i>		
10/12/2022	23536	Evergy	24.35
	<i>Lift Station Cemetary Road</i>		
10/12/2022	23536	Evergy	107.26
	<i>Lift Station Lagoon</i>		
10/12/2022	23536	Evergy	42.01
	<i>Lift Station Missouri</i>		
10/12/2022	23536	Evergy	65.12
	<i>Lift Station Old Lagoon</i>		



**General Fund, Water-Sewer Fund  
Payments Journal (Summary)  
10/1/2022 to 10/31/2022**

Check Date	Check / Reference #	Payee	Amount
10/12/2022	23536	Evergy	27.85
		<i>Lift Station Skyline</i>	
10/12/2022	23536	Evergy	25.66
		<i>Street Barn 911 E. 18 Hiway</i>	
10/12/2022	23536	Evergy	36.09
		<i>Water Plant</i>	
10/12/2022	23536	Evergy	1,339.15
		<i>Water Plant metered</i>	
10/12/2022	23536	Evergy	23.43
		<i>Water Tower Manor</i>	
10/12/2022	23536	Evergy	25.20
		<i>Water Tower Virginia</i>	
10/12/2022	23535	DSG Equipment & Supplies, Inc.	173.72
		<i>Wheel 12in Rim Steel, Ripper 11-5Gallon</i>	
10/12/2022	23548	Missouri Department of Natural	45.00
		<i>Renewal Fee #7348</i>	
10/12/2022	23551	Pace Analytical Services, LLC	602.73
		<i>Disinfectant/Disinfection By-Products 09/27/22</i>	
10/12/2022	23552	Pike Properties	101.24
		<i>220 East 3rd Street</i>	
10/12/2022	23543	JCI Inc	1,238.00
		<i>Smith &amp; Lovelace Lift Station Problems</i>	
10/12/2022	23554	Smith & Loveless, Inc.	573.69
		<i>Pump Vac, Freight</i>	
10/12/2022	23539	Haile Creative Design	4,538.00
		<i>Water Plant Building-Prep and Paint</i>	
10/12/2022	23550	Osage Valley Electric	43.62
		<i>Heritage Tractor Lift Station</i>	
10/12/2022	23550	Osage Valley Electric	8.15
		<i>River Pump Station General Patronage Retirement (\$-213.10) Credit Balance \$-65.60</i>	
10/12/2022	23563	Water Technology Inc	750.00
		<i>Effluent -Pickup, E-Coli</i>	
10/12/2022	23563	Water Technology Inc	708.00
		<i>Effluent-Pickup, BOD, Nitrogen, Upstream-total nitrogen, E-Coli</i>	
10/12/2022	23563	Water Technology Inc	583.00
		<i>Total Kjehtdahi Nitrogen/Phosphorus,Lagoon Influent-Effluent D617- BOD, pH</i>	
10/12/2022	23532	D&F Services LLC	6,499.16
		<i>2,587lbs of Sodium Permanganate Drum, Bleach Drum, Delivery charge</i>	
10/12/2022	23532	D&F Services LLC	16,995.00
		<i>DFLOC 4084 Tote 3000LBS, Delivery Charge</i>	
10/12/2022	23532	D&F Services LLC	73.75
		<i>Regal Model Vt 25Ft Chlorine Tubing</i>	
10/12/2022	23547	Lauber Municipal Law LLC	148.50
		<i>Continue Review Water Pump Litigation, Cost Coverage of Damaged Pump</i>	
10/12/2022	23547	Lauber Municipal Law LLC	66.00
		<i>Create Timeline for Water Pump Matters</i>	
10/12/2022	23547	Lauber Municipal Law LLC	49.50
		<i>Reovew Water Pump Litigation Matter</i>	
10/12/2022	23525	City Of Adrian General Fund	202.08
		<i>Including 10% for Ryan Wescoat</i>	
10/12/2022	23525	City Of Adrian General Fund	25,627.01
		<i>September Payroll Reimbursement</i>	
10/12/2022	23529	Casey's Business MasterCard	118.18
		<i>Tom Williams</i>	
10/12/2022	23544	Jeff Markel	86.34
		<i>33 East Main Street</i>	



**General Fund, Water-Sewer Fund**  
**Payments Journal (Summary)**  
**10/1/2022 to 10/31/2022**

Check Date	Check / Reference #	Payee	Amount
10/12/2022	23540 <i>605 Ada Street</i>	Hit Run Play	77.02
10/12/2022	23530 <i>311 West 1st Street</i>	CDI Head Start	68.78
10/12/2022	23558 <i>Sulfuric Acid 4 Liters, Dipper 6' Handle 16oz Cup, Freight</i>	USA Blue Book Inc	416.93
10/12/2022	23555 <i>CB1250 Batteries for Missions Phone Dialers</i>	SNS Discount Batteries	70.00
10/12/2022	23549 <i>Line Locates for Aug 2022</i>	Missouri One Call System Inc	25.00
10/12/2022	23549 <i>Line Locates for July 2022</i>	Missouri One Call System Inc	26.25
10/12/2022	23549 <i>Line Locates for Sept 2022</i>	Missouri One Call System Inc	37.50
10/12/2022	23545 <i>2007 John Deere Backhoe 310-O-rings</i>	Kasper Auto Parts Inc	0.57
10/12/2022	23545 <i>2009 White Chevy- Brakes Front</i>	Kasper Auto Parts Inc	46.99
10/12/2022	23545 <i>Connector to repair Smith &amp; Loveless Pump Station</i>	Kasper Auto Parts Inc	5.98
10/12/2022	23545 <i>Nitrile Disposable Gloves</i>	Kasper Auto Parts Inc	22.99
10/12/2022	23557 <i>DEFE Charge</i>	Unifirst Corporation	53.70
10/12/2022	23557 <i>Uniform Jeans Mark Griffith</i>	Unifirst Corporation	45.32
10/12/2022	23557 <i>Uniform Jeans, Shirt, Coat Matthew Newkirk</i>	Unifirst Corporation	66.56
10/12/2022	23557 <i>Uniform Jeans, Shirt, Coat Tom Williams</i>	Unifirst Corporation	68.23
10/12/2022	23557 <i>Uniform Shirt Jason Chulufas</i>	Unifirst Corporation	13.68
10/12/2022	23541 <i>206 West 6th Street</i>	HLI, Inc	101.24
10/12/2022	23533 <i>129 East 7th Street</i>	Dennis Lucas	17.21
10/12/2022	23534 <i>Bath Tissue, Vtevh Phone/Answering Machine</i>	Dollar General-Regions 410526	44.70
10/12/2022	23528 <i>Chlorine 600 @ 1.545, Transportation Charge</i>	Brenntag Mid-South Inc	1,134.80
10/12/2022	23565 <i>Water Tower Maintenance</i>	Water Tower Maintenance	1,031.00
10/12/2022	23564 <i>Water Tower Depreciation</i>	Water Tower Depreciation	1,056.00
10/12/2022	23562 <i>Water Plant Surplus</i>	Water Plant Surplus	5,294.88
10/12/2022	23561 <i>Water Plant Replacement</i>	Water Plant Replacement	2,542.01
10/12/2022	23560 <i>Water Plant Depreciation</i>	Water Plant Depreciation	736.00
10/12/2022	23560 <i>Water Plant Depreciation #5</i>	Water Plant Depreciation	1,374.00
10/12/2022	EFT <i>2007 SRF Water Plant Bond Payment</i>	UMB Bank & Trust NA	20,052.88
10/12/2022	23537 <i>15 East 1st</i>	Ferguson, Carl	101.24

**General Fund, Water-Sewer Fund  
Payments Journal (Summary)  
10/1/2022 to 10/31/2022**

Check Date	Check / Reference #	Payee	Amount
10/12/2022	23553	Ship It Now	195.00
		<i>Shipping Water Samples</i>	
10/12/2022	23526	Adrian Auto Care	673.75
		<i>2009 White Chev-Vehicle Service, Replace Brakes &amp; Drums, Replace Wheel Cylinder</i>	
10/12/2022	23546	Kelly, Jesse	101.24
		<i>35 East 3rd Street</i>	
10/12/2022	23559	Verizon Wireless	68.48
		<i>Mark Griffith 816-738-9159</i>	
10/12/2022	23559	Verizon Wireless	68.48
		<i>Matthew Newkirk 816-806-8829</i>	
10/12/2022	23559	Verizon Wireless	52.90
		<i>Tom Williams 816-718-9646</i>	
10/12/2022	23556	Text My Gov	1,500.00
		<i>Setup/Training for Text My Gov Software</i>	
10/12/2022	23556	Text My Gov	3,000.00
		<i>Software Sept22- Aug23</i>	
10/12/2022	23542	Holiday Sand and Gravel	301.72
		<i>Rock Dust</i>	
10/12/2022	23531	Core & Main	1,524.00
		<i>JPeel 6' 2-Wire Connector</i>	
10/12/2022	23538	Fluid Equipment	5,393.89
		<i>Paco KPV 3x4 Crane Seal</i>	
10/21/2022	23566	BlueCross BlueShield Of Kansas	1,629.55
		<i>Newkirk \$581.71 Griffith \$1,047.84</i>	
10/21/2022	23566	BlueCross BlueShield Of Kansas	2,724.38
		<i>Williams \$1,096.23 Chulufas \$1,628.15</i>	
10/24/2022	23568	MetLife - Group Benefits	238.23
		<i>Chulufas, Williams</i>	
10/24/2022	23568	MetLife - Group Benefits	193.79
		<i>Griffith, Newkirk</i>	
10/24/2022	23567	Missouri Department Of	2,568.62
		<i>Sales Tax 3rd Qtr 2022</i>	
<b>11070 CIB- Sewer &amp; Water Ops 90077 Totals</b>			<b>\$115,771.52</b>

*Report Options*

Check Date: 10/1/2022 to 10/31/2022

Display Notation: Yes

C

# Unposted Batch Transactions Detail

Transaction Date	Invoice #	Account	Department	Amount	Notation
<b>Batch: November 14, 2022</b>					
<b>Adrian Auto Care</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	12294	Repair & Maint - Auto	Water Production	347.06	2009 White Chev-Plugs & Wires, Air Filter, Scan Complete System
<b>Water-Sewer Fund Totals</b>				<b>\$347.06</b>	
<b>Water-Sewer Fund Totals</b>				<b>\$347.06</b>	
<b>Adrian Service Center</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	14072	Repair & Maint - Auto	Water Production	828.75	2009 White Chev-Tire Mount & Balance x 4, Labor & Fee
<b>Water-Sewer Fund Totals</b>				<b>\$828.75</b>	
<b>Water-Sewer Fund Totals</b>				<b>\$828.75</b>	
<b>General Fund</b>					
11/14/2022	14015	Repair & Maint - Auto	Admin - General	39.25	2012 Chevy Impala- Battery Replaced Under Warranty
<b>General Fund Totals</b>				<b>\$39.25</b>	
<b>General Fund Totals</b>				<b>\$39.25</b>	
<b>Barco Municipal Products Inc</b>					
<b>General Fund</b>					
11/14/2022	244997	Repair & Maint - Streets	Police	32.06	Caution Tape
11/14/2022	244885	Repair & Maint - Streets	Street	645.43	4 Detour Signs 36", 4 Arrow Sign 36", Shipping
<b>General Fund Totals</b>				<b>\$677.49</b>	
<b>General Fund Totals</b>				<b>\$677.49</b>	
<b>Water-Sewer Fund</b>					
11/14/2022	IN-244997	Repair & Maint - Equipment	Sewer	32.08	Caution Tape & Shipping
11/14/2022	IN-244997	Supplies - General	Water	32.08	Caution Tape & Shipping
<b>Water-Sewer Fund Totals</b>				<b>\$64.16</b>	
<b>Water-Sewer Fund Totals</b>				<b>\$64.16</b>	
<b>Bartholomew Oil Co Inc</b>					
<b>General Fund</b>					
11/14/2022	50334	Vehicle Operating Exp - Fuel	Street	476.64	Gasoline 500 @2.97
11/14/2022	50335	Vehicle Operating Exp - Fuel	Street	2,504.18	Diesel 768@4.61
<b>General Fund Totals</b>				<b>\$2,980.82</b>	
<b>General Fund Totals</b>				<b>\$2,980.82</b>	
<b>Water-Sewer Fund</b>					
11/14/2022	50334	Vehicle Operating Exp - Fuel	Water	446.85	Gasoline 500 @ 2.97
11/14/2022	50334	Vehicle Operating Exp - Fuel	Water Production	566.01	Gasoline 500 @ 2.97

# Unposted Batch Transactions Detail

Transaction Date	Invoice #	Account	Department	Amount	Notation
11/14/2022	50335	Vehicle Operating Exp - Fuel	Water Production	1,073.21	Diesel 768 @ 4.61
<b>Water-Sewer Fund Totals</b>				<b>\$2,086.07</b>	
<b>Bates County Assessor's Office</b>					
<b>General Fund</b>					
11/14/2022	20221114	Supplies - Office	Admin - General	275.00	2022 City Real Estate/Personal Property Tax Book
<b>General Fund Totals</b>				<b>\$275.00</b>	
<b>Bates County Disposal Inc</b>					
<b>General Fund</b>					
11/14/2022		Utilities - Trash Removal	Solid Waste	8,330.00	Trash September 2022
<b>General Fund Totals</b>				<b>\$8,330.00</b>	
<b>Benware Tractor and Automotive</b>					
<b>General Fund</b>					
11/14/2022	039090	Repair & Maint - Streets	Street	69.90	2615 Bushhog Friction Disks for Slip Clutch
<b>General Fund Totals</b>				<b>\$69.90</b>	
<b>Capital Materials LLC</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	51111,51116,51	Repair & Maint - Water Lines	Water	750.76	Rock 1/2" Clean
<b>Water-Sewer Fund Totals</b>				<b>\$750.76</b>	
<b>General Fund</b>					
11/14/2022	51095, 51100	Repair & Maint - Building/Land	Street	239.01	Rock 1" Base
<b>General Fund Totals</b>				<b>\$239.01</b>	
<b>Capital One</b>					
<b>General Fund</b>					
11/14/2022	643710	Supplies - Office	Admin - General	5.14	Pencil Cup
11/14/2022	421623	Supplies - Office	Admin - General	10.56	Bottled Water
11/14/2022	785448	Supplies - Office	Admin - General	21.69	Fine Tip Blk, G2 Blk Fine tip, G2 Blu Fine Tip, Sharpie Micro, Fine
11/14/2022	422659	Supplies - Office	Admin - General	68.42	AA Batteries, AAA Batteries, Black Cords
11/14/2022	815444	Supplies - Office	Admin - General	84.86	Copy Paper
<b>General Fund Totals</b>				<b>\$190.67</b>	
<b>General Fund Totals</b>				<b>\$190.67</b>	



# Unposted Batch Transactions Detail

Transaction Date	Invoice #	Account	Department	Amount	Notation
<b>Casey's Business MasterCard</b>					
<b>Water-Sewer Fund</b>					
11/14/2022		Vehicle Operating Exp - Fuel	Water Production	74.58	Tom Williams
<b>Water-Sewer Fund Totals</b>				<b>\$74.58</b>	
<b>General Fund</b>					
11/14/2022		Vehicle Operating Exp - Fuel	Police	(13.85)	Rebate
11/14/2022		Vehicle Operating Exp - Fuel	Police	20.00	Transaction Fees
11/14/2022		Vehicle Operating Exp - Fuel	Fire	190.80	Gary Dizney
11/14/2022		Vehicle Operating Exp - Fuel	Police	246.11	Chris Dillon
11/14/2022		Vehicle Operating Exp - Fuel	Police	276.46	Brian Bearce
11/14/2022		Vehicle Operating Exp - Fuel	Police	296.91	Dylan Allison
11/14/2022		Vehicle Operating Exp - Fuel	Police	353.04	Ernest Cole
<b>General Fund Totals</b>				<b>\$1,369.47</b>	
<b>Water-Sewer Fund Totals</b>				<b>\$1,369.47</b>	
<b>City of Adrian Petty Cash</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	25965292	Postage & Printing	Water	0.88	Delinquent Water Bills
11/14/2022	25020992	Postage & Printing	Sewer	3.20	Postage
11/14/2022	25626611	Postage & Printing	Sewer	6.60	Postage
11/14/2022	26072721	Postage & Printing	Water	12.07	Delinquent Water Bills
11/14/2022	25020992	Postage & Printing	Water	16.60	Postage
11/14/2022	25626611	Postage & Printing	Water	25.80	Postage
11/14/2022	25697222	Postage & Printing	Water	52.80	Delinquent Water Bills
11/14/2022	25964911	Postage & Printing	Water	58.96	Delinquent Water Bills
<b>Water-Sewer Fund Totals</b>				<b>\$176.91</b>	
<b>General Fund Totals</b>				<b>\$176.91</b>	
<b>General Fund</b>					
11/14/2022	26017021	Postage & Printing	Admin - General	1.80	Postage - Insurance
11/14/2022	20220923	Repair & Maint - Auto	Police	5.00	2015 Dodge Charger Wash
11/14/2022	25020992	Postage & Printing	Police	7.20	Postage
11/14/2022	25020992	Postage & Printing	Street	9.60	Postage
11/14/2022	26007012	Postage & Printing	Admin - General	9.90	CIC Software 2nd Payment
11/14/2022	20221005	Repair & Maint - Auto	Police	10.00	2015 Chev Tahoe Wash
11/14/2022	20221031	Repair & Maint - Auto	Police	10.00	2022 Dodge Charger Wash
11/14/2022	25626611	Postage & Printing	Street	10.80	Postage
11/14/2022	25626611	Postage & Printing	Admin - General	16.80	Postage

# Unposted Batch Transactions Detail

Transaction Date	Invoice #	Account	Department	Amount	Notation
11/14/2022	2502099Z	Postage & Printing	Admin - General	23.40	Postage
<b>General Fund Totals</b>				<b>\$104.50</b>	
<b>Core &amp; Main</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	R689170	Repair & Maint - Water Lines	Water	(8,535.36)	Returned-16 AVK #65, 16 EBAA Megalug, 16 MJ Regular Gasket, Meter Supplies
11/14/2022	R644301	Repair & Maint - Water Lines	Water	249.43	
11/14/2022	R668688	Repair & Maint - Water Lines	Water	382.34	8x20 Rep Clip Restock
11/14/2022	R741616	Repair & Maint - Water Lines	Water	2,395.00	Flexnet Meter Software Support
11/14/2022	Q675940	Repair & Maint - Water Lines	Water	16,524.80	128-Imperl 5/8 x 3/4 Water Meters
11/14/2022	R678160	Repair & Maint - Water Lines	Water	22,557.15	135- 520 S/Point M2 TC SpHR &LD
<b>Water-Sewer Fund Totals</b>				<b>\$33,573.36</b>	
<b>DeBrot, Paige</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	22792	Meter Deposit Refunds	Water	30.24	116 East 3rd Street
<b>Water-Sewer Fund Totals</b>				<b>\$30.24</b>	
<b>Dollar General-Regions 410526</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	1001207182	Supplies - General	Water Production	28.00	Air Freshner, Cleaning Wipes, Paper Towels
<b>Water-Sewer Fund Totals</b>				<b>\$28.00</b>	
<b>Ed M. Feld Equipment Company Inc</b>					
<b>General Fund</b>					
11/14/2022	0412723-IN	Repair & Maint - Equipment	Fire	37.00	Code 3 Siren Switch
<b>General Fund Totals</b>				<b>\$37.00</b>	
<b>Enos, Andy</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	12196	Meter Deposit Refunds	Water	101.24	603 East 5th Street Apt B
<b>Water-Sewer Fund Totals</b>				<b>\$101.24</b>	

# Unposted Batch Transactions Detail

Transaction Date	Invoice #	Account	Department	Amount	Notation
<b>Evans Pipe &amp; Steel Co.</b>					
<b>General Fund</b>					
11/14/2022	4339	Repair & Maint - Building/Land	Admin - General	834.00	6- 5/8 OD 250-280 Wall Pipe 14', 6-5/8"CAP
<b>General Fund Totals</b>				<b>\$834.00</b>	
<b>Energy</b>				<b>\$834.00</b>	
<b>General Fund</b>					
11/14/2022	4587406437	Utilities - Electric	Admin - General	17.76	City Hall
11/14/2022	4597393965	Utilities - Electric	Park	33.08	Park
11/14/2022	4525643131	Utilities - Electric	Park	37.59	Park Soccer Field
11/14/2022	7440474505	Utilities - Electric	Fire	46.91	Siren 1st & Warford, 6th & Lexington
11/14/2022	0475057741	Utilities - Electric	Street	68.02	Street Barn Inside Meter
11/14/2022	1392470891	Utilities - Electric	Street	68.64	Street Barn Area Light
11/14/2022	4585376077	Utilities - Electric	Fire	84.38	Fire Station
11/14/2022	4519075348	Utilities - Electric	Street	336.67	Street Lights
11/14/2022	1111651686	Utilities - Electric	Park	360.31	Park Ballfields
11/14/2022	2308916137	Utilities - Electric	Street	2,066.93	Street Lights LED
<b>General Fund Totals</b>				<b>\$3,120.29</b>	
<b>Water-Sewer Fund</b>				<b>\$3,120.29</b>	
<b>Water-Sewer Fund</b>					
11/14/2022	4599342145	Utilities - Electric	Water Production	23.33	Water Tower Manor
11/14/2022	7524388173	Utilities - Electric	Sewer	24.44	Lift Station Cemetery Road
11/14/2022	4585445487	Utilities - Electric	Water	25.17	Water Tower Virginia
11/14/2022	5224362059	Utilities - Electric	Water	25.75	Street Barn 911 E. 18 Hwy
11/14/2022	4525829382	Utilities - Electric	Sewer	28.10	Lift Station Skyline
11/14/2022	4597508639	Utilities - Electric	Water Production	36.21	Water Plant
11/14/2022	4502405022	Utilities - Electric	Sewer	44.61	Lift Station Missouri
11/14/2022	4525658359	Utilities - Electric	Sewer	78.35	Lift Station Old Lagoon
11/14/2022	4525804790	Utilities - Electric	Sewer	121.81	Lift Station Lagoon
11/14/2022	4597446049	Utilities - Electric	Water Production	1,510.68	Water Plant Metered
<b>Water-Sewer Fund Totals</b>				<b>\$1,918.45</b>	
<b>Fidelity Communications</b>				<b>\$1,918.45</b>	
<b>General Fund</b>					
11/14/2022	11/1/2022-	Telephone - Internet	Fire	36.00	Fire Station Internet
11/14/2022	11/1/2022-	Telephone - Internet	Admin - General	37.00	City Hall Internet
11/14/2022	816-297-2155	Telephone	Fire	44.74	Fire Station Phone
11/14/2022	816-297-2659	Telephone	Admin - General	55.51	City Hall Phone

# Unposted Batch Transactions Detail

Transaction Date	Invoice #	Account	Department	Amount	Notation
11/14/2022	816-297-2888	Telephone	Admin - General	55.51	City Hall Phone
11/14/2022	816-297-4359	Telephone	Admin - General	55.51	City Hall Phone
11/14/2022	816-297-8721	Telephone	Admin - General	55.51	City Hall Phone
11/14/2022	816-297-2106	Telephone	Police	55.51	Police Station
11/14/2022	816-297-2121	Telephone	Police	59.15	Police Emergency
<b>General Fund Totals</b>				<b>\$454.44</b>	
				<b>\$454.44</b>	
<b>Franklin, Jim</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	2006	Meter Deposit Refunds	Water	26.82	40 East Main Street
<b>Water-Sewer Fund Totals</b>				<b>\$26.82</b>	
				<b>\$26.82</b>	
<b>Globe Life Liberty National Division</b>					
<b>General Fund</b>					
11/14/2022	11/1/2022	Liberty National Payable	Admin - General	(574.84)	November 2022
<b>General Fund Totals</b>				<b>(\$574.84)</b>	
				<b>(\$574.84)</b>	
<b>Heritage Tractor Inc</b>					
<b>General Fund</b>					
11/14/2022	11689466	Repair & Maint - Equipment	Street	99.41	2015 John Deere Skidsteer Hydraulic Quick Connect Coupler
<b>General Fund Totals</b>				<b>\$99.41</b>	
				<b>\$99.41</b>	
<b>J&amp;J Tire &amp; Lube LLC</b>					
<b>General Fund</b>					
11/14/2022	1555	Repair & Maint - Auto	Police	20.00	2015 Tahoe- Tire Repair
<b>General Fund Totals</b>				<b>\$20.00</b>	
				<b>\$20.00</b>	
<b>JCI Inc</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	8241599	Repair & Maint - Building/Land	Sewer	810.00	Smith & Lovelace Lift Station-Upgrade Controls
<b>Water-Sewer Fund Totals</b>				<b>\$810.00</b>	
				<b>\$810.00</b>	
<b>Kansas City Striping LLC</b>					
<b>General Fund</b>					
11/14/2022	1374	Repair & Maint - Streets	Street	4,099.50	Main Street and City Hall Striping
<b>General Fund Totals</b>				<b>\$4,099.50</b>	
				<b>\$4,099.50</b>	

# Unposted Batch Transactions Detail

Transaction Date	Invoice #	Account	Department	Amount	Notation
<b>Kasper Auto Parts Inc</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	280749	Repair & Maint - Equipment	Sewer	5.96	Black Fine Tip Marker
11/14/2022	279954	Repair & Maint - Equipment	Water	17.29	Lucas Oil Stabl
11/14/2022	280197	Repair & Maint - Equipment	Water	17.69	Gojo Scrub Wipes
11/14/2022	279911	Repair & Maint - Equipment	Sewer	22.90	Fuel Line Hose
11/14/2022	280054	Repair & Maint - Equipment	Water	22.99	Cable Tie
11/14/2022	279522	Repair & Maint - Equipment	Water	25.99	Pliers- Lock Ring
11/14/2022	280026	Repair & Maint - Equipment	Sewer	35.61	Smith and Loveless Connector and Adapter
11/14/2022	280023	Repair & Maint - Equipment	Sewer	42.72	2 Connectors & 6 Adapters
11/14/2022	280860	Repair & Maint - Auto	Sewer	48.65	2022 Ram Utility- Mud Flaps
11/14/2022	280860	Repair & Maint - Auto	Water	48.65	2022 Ram Utility- Mud Flaps
11/14/2022	279567	Repair & Maint - Equipment	Sewer	71.85	Fuel Pump
11/14/2022	280049	Repair & Maint - Equipment	Water	86.07	4 MXTREEL, Adapter, HYD Hose Fittings
11/14/2022	280334	Repair & Maint - Equipment	Water	183.84	3 M Brake Cleaner- Qty 24
11/14/2022	279987	Repair & Maint - Equipment	Water	228.25	Special Edition Bench Vise
<b>Water-Sewer Fund Totals</b>				<b>\$858.46</b>	
				<b>\$858.46</b>	
<b>General Fund</b>					
11/14/2022	280033	Repair & Maint - Auto	Street	8.99	Tag and License Plate
11/14/2022	280197	Repair & Maint - Auto	Street	17.69	Gojo Scrub Wipes
11/14/2022	280860	Repair & Maint - Auto	Street	97.30	2022 Ram Flatbed- Mud Flaps
11/14/2022	280567	Repair & Maint - Auto	Street	148.42	Shop Towels, 2In Ratchet, Socket Rail-red, Drill Clips, Sockt, Hldr
11/14/2022	280276	Repair & Maint - Auto	Street	407.52	3M Brake Cleaner-Qty 48
<b>General Fund Totals</b>				<b>\$679.92</b>	
				<b>\$679.92</b>	
<b>Lauber Municipal Law LLC</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	11384	Prof Fees - Legal	Water Production	33.00	Discuss Multiple Water Pump Issues
<b>Water-Sewer Fund Totals</b>				<b>\$33.00</b>	
				<b>\$33.00</b>	
<b>General Fund</b>					
11/14/2022	11384	Prof Fees - Legal	Park	33.00	Review Meeting Minutes from Park Board Meeting
11/14/2022	11384	Prof Fees - Legal	Admin - General	66.00	Telephone Conference w/Wescoat to Discuss Potential Wall
11/14/2022	11384	Prof Fees - Legal	Admin - General	99.00	Discuss and Review Personnel Matter Discussed at Council
11/14/2022	11384	Prof Fees - Legal	Admin - General	115.50	Discuss and Review Personnel Matter
11/14/2022	11384	Prof Fees - Legal	Admin - General	115.50	Telephone Conference w/Wescoat to Review Agenda



## Unposted Batch Transactions Detail

Transaction Date	Invoice #	Account	Department	Amount	Notation
11/14/2022	11384	Prof Fees - Legal	Admin - General	907.50	Prepare/Attend Council Meeting, Telephone Conference
			<b>General Fund Totals</b>	<b>\$1,336.50</b>	
				<b>\$1,336.50</b>	
<b>Mark Griffith Reimb</b>					
<b>General Fund</b>					
11/14/2022	Butlern3571	Telephone - Cell	Street	32.66	Liquid Screen Protector- Richard Cox Iphone 12 mini
			<b>General Fund Totals</b>	<b>\$32.66</b>	
				<b>\$32.66</b>	
<b>McDonald, Trenton</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	3131	Meter Deposit Refunds	Water	101.24	203 N. Bates
			<b>Water-Sewer Fund Totals</b>	<b>\$101.24</b>	
				<b>\$101.24</b>	
<b>MFA Incorporated</b>					
<b>General Fund</b>					
11/14/2022	7049835	Uniforms	Street	212.00	Winter Rubber Boots- Cox, McFarlane
			<b>General Fund Totals</b>	<b>\$212.00</b>	
				<b>\$212.00</b>	
<b>Water-Sewer Fund</b>					
11/14/2022	7053213	Repair & Maint - Building/Land	Water Production	154.96	Fescue seed, Wheat seed
11/14/2022	7049835	Uniforms	Water Production	212.00	Winter Rubber Boots- 2
11/14/2022	566349	Uniforms	Water Production	578.96	Fescue 50#, MFA Wheat, Chore Muck Boots-4
			<b>Water-Sewer Fund Totals</b>	<b>\$945.92</b>	
				<b>\$945.92</b>	
<b>Midwest Lumber - Butler</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	2211-394186	Repair & Maint - Building/Land	Water Production	28.96	Garden Hose-2, Hose Washers-2
			<b>Water-Sewer Fund Totals</b>	<b>\$28.96</b>	
				<b>\$28.96</b>	
<b>General Fund</b>					
11/14/2022	2211-394188	Repair & Maint - Auto	Street	44.97	2022 Ram Flatbed- Flexseal for Toolbox
			<b>General Fund Totals</b>	<b>\$44.97</b>	
				<b>\$44.97</b>	

# Unposted Batch Transactions Detail

Transaction Date	Invoice #	Account	Department	Amount	Notation
<b>Modern Copy Systems</b>					
<b>General Fund</b>					
11/14/2022	55242	Supplies - Office	Admin - General	118.50	Kyocera Copy Machine Toner
			<b>General Fund Totals</b>	<b>\$118.50</b>	
				<b>\$118.50</b>	
<b>MOPERM</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	143816	Insurance - Auto	Water	(63.00)	1991 Dodge Ram Van Credit for Removal for Salvage
11/14/2022	143816	Insurance - Auto	Water	227.00	2022 Utility Ram
			<b>Water-Sewer Fund Totals</b>	<b>\$164.00</b>	
				<b>\$164.00</b>	
<b>General Fund</b>					
11/14/2022	143816	Insurance - Auto	Street	227.00	2022 Flatbed Ram
			<b>General Fund Totals</b>	<b>\$227.00</b>	
				<b>\$227.00</b>	
<b>Morris, Tina</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	12303	Meter Deposit Refunds	Water	150.00	208 N. Ohio
			<b>Water-Sewer Fund Totals</b>	<b>\$150.00</b>	
				<b>\$150.00</b>	
<b>Novovesky, Julie</b>					
<b>General Fund</b>					
11/14/2022	21585	Meter Deposit Refunds	Water	101.24	307 East 2nd
			<b>General Fund Totals</b>	<b>\$101.24</b>	
				<b>\$101.24</b>	
<b>NRRoute Emergency Vehicle Outfitters</b>					
<b>General Fund</b>					
11/14/2022	22-0768	Repair & Maint - Auto	Police	1,380.00	FCC License Mod, Radio Programming- Portable-Repeater, Off
			<b>General Fund Totals</b>	<b>\$1,380.00</b>	
				<b>\$1,380.00</b>	
<b>O'Reilly Auto Parts Inc</b>					
<b>General Fund</b>					
11/14/2022	0125-287744	Repair & Maint - Auto	Police	(2.02)	Credit
11/14/2022	0125-287744	Repair & Maint - Auto	Police	32.95	4-Wiper Fluid, Glass Cleaner
			<b>General Fund Totals</b>	<b>\$30.93</b>	
				<b>\$30.93</b>	

# Unposted Batch Transactions Detail

Transaction Date	Invoice #	Account	Department	Amount	Notation
<b>Osage Valley Electric Cooperative Assn</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	2302600	Utilities - Electric	Sewer	60.73	Heritage Tractor Lift Station
11/14/2022	1195601	Utilities - Electric	Water Production	73.75	River Pump Station
<b>Water-Sewer Fund Totals</b>				<b>\$134.48</b>	
				<b>\$134.48</b>	
<b>Postmaster</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	20221115	Postage & Printing	Water	1,000.00	Mailing Water Bills
<b>Water-Sewer Fund Totals</b>				<b>\$1,000.00</b>	
				<b>\$1,000.00</b>	
<b>Quill Corporation</b>					
<b>General Fund</b>					
11/14/2022	28428293	Supplies - Office	Admin - General	(68.58)	Credit Applied for Broken Clear Inclined Sorter
11/14/2022	28491222	Supplies - Office	Admin - General	68.58	Debit Applied for Replace Clear Inclined Sorter
11/14/2022	28424482	Supplies - Office	Admin - General	201.96	HP 30X Toner, File Folders, Clear Incline Sorter
11/14/2022	28473091 &	Supplies - Office	Admin - General	232.32	Bostitch 28Sheet Stapler, Quill 20Sheet Stapler, Desk Chair,
11/14/2022	28131164	Supplies - Office	Admin - General	249.83	Toner, g2 blue & black pen
<b>General Fund Totals</b>				<b>\$684.11</b>	
				<b>\$684.11</b>	
<b>Rhodes Exterminating</b>					
<b>General Fund</b>					
11/14/2022	Oct 2022	Repair & Maint - Building/Land	Admin - General	40.00	City Hall Pest Control
<b>General Fund Totals</b>				<b>\$40.00</b>	
				<b>\$40.00</b>	
<b>Sisk, Chuck</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	398285	Repair & Maint - Building/Land	Water Production	318.00	Tuck Pointing & Replace Blocks
<b>Water-Sewer Fund Totals</b>				<b>\$318.00</b>	
				<b>\$318.00</b>	
<b>Smith &amp; Loveless, Inc.</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	164586	Repair & Maint - Equipment	Sewer	944.17	Pump Vac Repair Kit, Gauge Comp Air/Vac, Relay Liq Lv, Freight
<b>Water-Sewer Fund Totals</b>				<b>\$944.17</b>	
				<b>\$944.17</b>	

# Unposted Batch Transactions Detail

Transaction Date	Invoice #	Account	Department	Amount	Notation
<b>UMB Bank &amp; Trust NA</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	NOV2022SRF	Bond Payments Water Plant 2007	Water Production	20,052.88	2007 SRF Water Plant Bond Payment
<b>Water-Sewer Fund Totals</b>				<b>\$20,052.88</b>	
<b>Water-Sewer Fund Totals</b>				<b>\$20,052.88</b>	
<b>Unifirst Corporation</b>					
<b>Water-Sewer Fund</b>					
11/14/2022		Uniforms	Water	0.00	Uniform Jeans Mark Griffith
11/14/2022		Uniforms	Water	0.00	Uniform Jeans, Shirt, Coat Matthew Newkirk
11/14/2022		Uniforms	Water Production	0.00	DEFE Charge
11/14/2022		Uniforms	Water Production	0.00	Uniform Jeans, Shirt, Coat Tom Williams
11/14/2022		Uniforms	Water Production	0.00	Uniform Shirt Jason Chulufas
11/14/2022	2290084091B	Uniforms	Water Production	3.42	Uniform Shirt Jason Chulufas
11/14/2022	2290086730B	Uniforms	Water Production	3.42	Uniform Shirt Jason Chulufas
11/14/2022	2290089357B	Uniforms	Water Production	3.42	Uniform Shirt Jason Chulufas
11/14/2022	2290091954B	Uniforms	Water Production	3.42	Uniform Shirt Jason Chulufas
11/14/2022	2290094560B	Uniforms	Water Production	5.05	Uniform Shirt Jason Chulufas
11/14/2022	2290084091B	Uniforms	Water	11.33	Uniform Jeans Mark Griffith
11/14/2022	2290086730B	Uniforms	Water	11.33	Uniform Jeans Mark Griffith
11/14/2022	2290089357B	Uniforms	Water	11.33	Uniform Jeans Mark Griffith
11/14/2022	2290091954B	Uniforms	Water	11.33	Uniform Jeans Mark Griffith
11/14/2022	2290094560B	Uniforms	Water	11.33	Uniform Jeans Mark Griffith
11/14/2022	2290089357B	Uniforms	Water Production	13.42	DEFE Charge
11/14/2022	2290091954B	Uniforms	Water Production	13.42	DEFE Charge
11/14/2022	2290094560B	Uniforms	Water Production	13.42	DEFE Charge
11/14/2022	2290084091B	Uniforms	Water Production	13.43	DEFE Charge
11/14/2022	2290086730B	Uniforms	Water Production	13.43	DEFE Charge
11/14/2022	2290084091B	Uniforms	Water Production	16.57	Uniform Jeans, Shirt, Coat Tom Williams
11/14/2022	2290086730B	Uniforms	Water Production	16.57	Uniform Jeans, Shirt, Coat Tom Williams
11/14/2022	2290089357B	Uniforms	Water Production	16.57	Uniform Jeans, Shirt, Coat Tom Williams
11/14/2022	2290091954B	Uniforms	Water Production	16.57	Uniform Jeans, Shirt, Coat Tom Williams
11/14/2022	2290094560B	Uniforms	Water Production	16.57	Uniform Jeans, Shirt, Coat Tom Williams
11/14/2022	2290084091B	Uniforms	Water	16.64	Uniform Jeans, Shirt, Coat Matthew Newkirk
11/14/2022	2290086730B	Uniforms	Water	16.64	Uniform Jeans, Shirt, Coat Matthew Newkirk
11/14/2022	2290089357B	Uniforms	Water	16.64	Uniform Jeans, Shirt, Coat Matthew Newkirk
11/14/2022	2290091954B	Uniforms	Water	16.64	Uniform Jeans, Shirt, Coat Matthew Newkirk
11/14/2022	2290094560B	Uniforms	Water	16.64	Uniform Jeans, Shirt, Coat Matthew Newkirk
<b>Water-Sewer Fund Totals</b>				<b>\$308.55</b>	
<b>Water-Sewer Fund Totals</b>				<b>\$308.55</b>	

# Unposted Batch Transactions Detail

Transaction Date	Invoice #	Account	Department	Amount	Notation
<b>General Fund</b>					
11/14/2022	2290086730A	Uniforms	Street	13.42	DEFE Charge
11/14/2022	2290086730A	Uniforms	Street	13.42	DEFE Charge
11/14/2022	2290089357A	Uniforms	Street	13.43	DEFE Charge
11/14/2022	2290091954A	Uniforms	Street	13.43	DEFE Charge
11/14/2022	2290094660A	Uniforms	Street	13.43	DEFE Charge
11/14/2022	2290084091A	Uniforms	Street	15.58	Uniform Jeans, Shirt, Richard Cox
11/14/2022	2290086730A	Uniforms	Street	15.58	Uniform Jeans, Shirt, Richard Cox
11/14/2022	2290089357A	Uniforms	Street	15.58	Uniform Jeans, Shirt, Richard Cox
11/14/2022	2290091954A	Uniforms	Street	15.58	Uniform Jeans, Shirt, Richard Cox
11/14/2022	2290094660A	Uniforms	Street	15.58	Uniform Jeans, Shirt, Richard Cox
11/14/2022	2290086730A	Uniforms	Street	19.39	Uniform Jeans, Shirt, Coat Brian McFarlane
11/14/2022	2290086730A	Uniforms	Street	19.39	Uniform Jeans, Shirt, Coat Brian McFarlane
11/14/2022	2290089357A	Uniforms	Street	19.39	Uniform Jeans, Shirt, Coat Brian McFarlane
11/14/2022	2290091954A	Uniforms	Street	19.39	Uniform Jeans, Shirt, Coat Brian McFarlane
11/14/2022	2290094660A	Uniforms	Street	19.39	Uniform Jeans, Shirt, Coat Brian McFarlane
<b>General Fund Totals</b>				<b>\$241.98</b>	
				<b>\$241.98</b>	
<b>Viking-Cives Midwest, INC</b>					
<b>General Fund</b>					
11/14/2022	520395	Repair & Maint - Auto	Street	652.00	Blade-2 5/8x8x132, 5/8x2 1/8 Bolt Plow-26, 5/8 Toplock-26, 36"
<b>General Fund Totals</b>				<b>\$652.00</b>	
				<b>\$652.00</b>	
<b>Visa</b>					
<b>General Fund</b>					
11/14/2022	111-8843344-	Repair & Maint - Auto	Street	(21.56)	Mud Gaurd Refund-Returned wrong size
11/14/2022	112-2739663-	Supplies - Office	Admin - General	31.19	3' cat6 Cable, 5' Cat6 Cable, 20' Cat6 Cable
11/14/2022	112-2739663-	Supplies - Office	Admin - General	31.19	3' Ethernet Cable, 20' Ethernet Cable, 2-5' Ethernet Cable
11/14/2022	112-1268365-	Supplies - Office	Admin - General	33.86	2-5 Port Ethernet Switch
11/14/2022	112-1268365-	Supplies - Office	Admin - General	34.82	2 Ethernet Switch
11/14/2022	620691	Repair & Maint - Building/Land	Admin - General	37.28	Liberty Utility Bill for City Hall paid early to avoid late fee
11/14/2022	641590	Repair & Maint - Building/Land	Fire	40.06	Liberty Utility Bill for Fire Station Paid Early To Avoid late fee
11/14/2022	112-7407460-	Supplies - Office	Admin - General	102.96	Window Sign Holders, Credit Card Holder
11/14/2022	111-2469896-	Repair & Maint - Auto	Street	133.18	2022 Ram Flatbed-Floor Mat, Shelf Liner, Mud Gaurd
11/14/2022	112-8598868-	Supplies - Office	Admin - General	143.94	6 Laptop Bags
11/14/2022	11450	Repair & Maint - Street Cap Im	Street	173.07	Kobolt-Leaf Blower
11/14/2022	502611528298	Telephone - Cell	Street	229.00	Deductible for Richard Cox Replacement iPhone 12Mini 660-464-
11/14/2022	30290	Seminars & Training	Police	240.00	Brian Bearce- Continuing Education
11/14/2022	30290	Seminars & Training	Police	240.00	Chris Dillon- Continuing Education



# Unposted Batch Transactions Detail

Transaction Date	Invoice #	Account	Department	Amount	Notation
11/14/2022	VP_10BLXV88	Advertising	Police	296.95	Vista Print Business Cards for 401,402,403,405,406,407
11/14/2022	113-7620177-	Supplies - Office	Admin - General	1,194.00	6 Lenovo Idea Pad 3 Chromebook
<b>General Fund Totals</b>				<b>\$2,939.94</b>	
				<b>\$2,939.94</b>	
<b>Water-Sewer Fund</b>					
11/14/2022	111-8843344-	Repair & Maint - Auto	Sewer	(21.56)	Mud Guard Return credit
11/14/2022	111-8843344-	Repair & Maint - Auto	Water	(21.56)	Mud Guard Return credit
11/14/2022	111-2469896-	Repair & Maint - Auto	Sewer	133.18	2022 Ram Utility- Floor Mat, Shelf liner, Mud guard
11/14/2022	111-2469896-	Repair & Maint - Auto	Water	133.18	2022 Ram Utility-Floor Mat, Shelf liner, Mud guard
<b>Water-Sewer Fund Totals</b>				<b>\$223.24</b>	
				<b>\$223.24</b>	
<b>Water Technology Inc</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	34293	Prof Fees - Testing	Sewer	125.00	Effluent -Pickup, E-Coli
11/14/2022	34301	Prof Fees - Testing	Sewer	125.00	Effluent -Pickup, E-Coli
11/14/2022	34319	Prof Fees - Testing	Sewer	125.00	Effluent -Pickup, E-Coli
11/14/2022	34306	Prof Fees - Testing	Sewer	538.00	Total Kjehidahi Nitrogen/Phosphorus,Lagoon Influent-Effluent
<b>Water-Sewer Fund Totals</b>				<b>\$913.00</b>	
				<b>\$913.00</b>	
<b>Wimsatt Propane LLC</b>					
<b>Water-Sewer Fund</b>					
11/14/2022	10214-23Tank	Utilities - Gas	Water Production	35.00	Water Plant 500 Gallon Tank Lease
<b>Water-Sewer Fund Totals</b>				<b>\$35.00</b>	
				<b>\$35.00</b>	
<b>November 14, 2022 Totals</b>				<b>\$98,114.96</b>	

*Report Options*

Batch: November 14, 2022

Recurring: <All>

Level of Detail: Summary

Fund: Water-Sewer Fund, General Fund

Display Notation: No

Account Category : Excludes Cash

# **UNFINISHED BUSINESS**

A



# **CITY OF ADRIAN**

## **NEIGHBORHOOD VEHICLE - FACT SHEET**

### **What is a Neighborhood Vehicle?**

The City ordinance, which is in line with state law defines a Neighborhood Vehicle as a Low Speed Vehicle or golf cart, which is a motorized vehicle with four wheels, that weighs no more than 3,000 lbs and cannot exceed 25 MPH. The ordinance does not allow for motor scooters or other motorized recreational vehicles to be driven on public streets (such as 'go-carts' or ATV's).

### **I already have my golf cart, now what?**

Missouri Revised Statutes, Section 304 and CFR 49, 571.500 of the National Highway Traffic Safety Administration requires that all Neighborhood Vehicles be equipped with, at a minimum:

1. Headlights
2. Front and rear turn signals
3. Taillights
4. Stop lights/brake lights
5. Reflex reflectors: one red on each side as far to the rear as practicable
6. An exterior mirror mounted on the driver's side of the vehicle and either an exterior mirror mounted on the passenger's side of the vehicle or an interior mirror
7. Seatbelts installed to cross the lap portion of all passengers
8. Headlights, taillights, and brake lights must emit light visible at night under normal atmospheric conditions on a straight, level, unlighted roadway at five hundred (500) feet.
9. A windshield that conforms with the Federal motor vehicle safety standard on glazing materials (49 CFR 571.205).
10. A Vehicle Identification Number

### **My golf cart, or Neighborhood Vehicle, has those things, now what?**

First, if your Neighborhood Vehicle is more than two (2) years old, you will need to get it inspected at a licensed Missouri Vehicle Safety Inspection station in Raymore. The inspection will check to ensure:

1. The brakes and brake lights are operational.
2. The parking brake (if equipped) is operational.
3. The steering column is operational.
4. The existence of rear view mirror(s).
5. The existence of a flag (not less than thirty (30) square inches in area) extending not less than one (1) foot above the canopy of the vehicle or not less than seven (7) feet above the ground if the vehicle is not equipped with a canopy.
6. The neighborhood vehicle has not less than four (4) wheels.
7. There is not less than two thirty-seconds (2/32) inch of tread depth remaining on each tire, there are no visible tire threads or cords showing and there is no visible rubber separation.

Take the inspection form to the City Clerk's office at City Hall to fill out an application and register your Neighborhood Vehicle with the City. That paperwork will need to be in your Neighborhood Vehicle at all times when in use. The cost of the registration is \$50 and you will receive a registration sticker that must be placed on your Neighborhood Vehicle on the left rear bumper. Registration must be renewed every other calendar year.

If your vehicle is newer than two years old it does not require inspection, but you will still need to complete the application form at the City Clerk's Office to receive your sticker.





# **CITY OF ADRIAN**

## **What is required by the City Clerk to register my Neighborhood Vehicle?**

The City Clerk will provide you with an application where you will need to provide:

1. Basic identifying information (make, model, color, etc)
2. Name and address of the owner of the vehicle
3. Proof of financial responsibility/insurance
4. Proof of inspection by a Missouri Vehicle Safety inspection station.
5. Proof of payment for registration (which you will receive when you pay the City at the time of your application/registration).

## **Do I need to title or register my Neighborhood Vehicle with the state, like my car?**

No. The ordinance does not require you to title or register your Neighborhood Vehicle with the State of Missouri.

## **I'm registered, stickered and can drive my Neighborhood Vehicle anywhere I want, right?**

Not quite. Neighborhood Vehicles and ALL motorized vehicles are still prohibited from sidewalks, or public trails and walkways that are reserved for pedestrians. Also, state law forbids Neighborhood Vehicles from driving on a street or a highway with a posted speed limit greater than 35 MPH. However, you can still cross a street with a posted speed limit of up to 45 MPH, but the ordinance requires you to make such a crossing at an electronic traffic control signal (or stoplight) unless access to such an intersection is not available.

## **What laws apply to me while driving my Neighborhood Vehicle?**

All the same driving laws and rules apply to Neighborhood Vehicle drivers that apply to the operation of a regular vehicle. You MUST have a valid driver's license to operate a Neighborhood Vehicle on city streets.

You also are prohibited from towing trailers, boats, jet skis, other objects, people or animals on public streets or the right of way in your Neighborhood Vehicle.

## **What rules do Neighborhood Vehicle passengers need to follow?**

No driver is allowed to have a passenger under the age of 16 in the Neighborhood Vehicle unless the driver is the legal parent or guardian of that passenger. ALSO, you are not allowed more passengers than seats in the Neighborhood Vehicle.

Finally, if your infant/child requires a safety seat or car seat in your regular vehicle, they are NOT ALLOWED in a Neighborhood Vehicle.

## **Can I be pulled over by Police in my Neighborhood Vehicle?**

Yes. If an officer has a reasonable suspicion that you are breaking the law, they can initiate a traffic stop with a Neighborhood Vehicle just as they would with a regular vehicle.



# CITY OF ADRIAN

## NEIGHBORHOOD VEHICLE APPLICATION

\_\_\_\_\_  
**NAME**

\_\_\_\_\_  
**ADDRESS**

\_\_\_\_\_  
**TELEPHONE NUMBER(S)**

\_\_\_\_\_  
**EMAIL ADDRESS**

\_\_\_\_ **GOLF CART**  
*(PLEASE CHECK ONE)*

\_\_\_\_ **LOW SPEED VEHICLE**

\_\_\_\_\_  
**VEHICLE MAKE/MODEL/YEAR/COLOR**

\_\_\_\_\_  
**VIN**

\_\_\_\_\_  
**INSURANCE CARRIER** *(PROOF OF FINANCIAL RESPONSIBILITY REQUIRED)*

\_\_\_\_\_  
**POLICY NUMBER**

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**DATE**

By signing this application, I verify that I have read and that I will comply with Raymore City Code Chapter 341, "Operation of Neighborhood Vehicles on Public Streets." The information contained within the Neighborhood Vehicle Application for registration is true, correct and complete to the best of my knowledge, information and belief.

OFFICE USE ONLY

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Permit No.

\_\_\_\_\_  
Expiration Date





**B**



**City of Butler, Missouri**

22 W Ohio Street—PO Box 420

Butler, MO 64730

P 660-679-4182 F 660-679-6658

# General Business License Application

(please type or print)

Reminder—A business may **NOT** operate until a business license is approved. Please allow 3-5 days for processing.

## Business Information

Business Name \_\_\_\_\_ DBA Name (if different) \_\_\_\_\_

Full Street Address (No PO Boxes) \_\_\_\_\_ City/St/Zip \_\_\_\_\_ Number of Employees \_\_\_\_\_  
(not counting owners)

Full Mailing Address (if different) \_\_\_\_\_ Business Phone Number \_\_\_\_\_  
City/St/Zip \_\_\_\_\_

Email \_\_\_\_\_ Description of Type of Business \_\_\_\_\_  
(Please be specific)

Yes  No Are you requesting a liquor license? If yes, please see Liquor License Requirements document

Does this business do retail within the City limits of Butler? If yes, attach a Certificate of No Tax Due from MoDOR dated within the past 90 days showing the City of Butler. **Retail Sales Tax #** \_\_\_\_\_

Is this business a nonprofit? If yes, for New Application Only, attach IRS form showing status. Nonprofits are exempt from license fee.

Is this business producing or distributing food? If yes, for New Application Only, attach a health permit or exemption letter.

**Ownership Information**  Sole Proprietor (complete section A)  General Partnership (complete section B)  Corporation or LLC (complete section C)  Other \_\_\_\_\_

### **Section A—Sole Proprietor** *A single-member LLC should fill out section C*

Owner's Name \_\_\_\_\_ Home Address \_\_\_\_\_  
(if different than above)

Cell phone \_\_\_\_\_ Email \_\_\_\_\_ EIN# or SS# \_\_\_\_\_

Yes  No Is the owner a U.S. citizen? If no, please provide employment authorization document \_\_\_\_\_

**New Application Only**, attach the owner's valid U.S. driver license or U.S. passport.

If the owner lives inside Butler city limits, attach the previous year's personal property tax receipt OR a letter of non-assessment from Bates County.

**Office Use Only** Approved by \_\_\_\_\_ Date \_\_\_\_\_ Business License # \_\_\_\_\_  
\_\_\_\_\_ Zoning Compliance \_\_\_\_\_ Certificate of Occupancy \_\_\_\_\_ Certificate of Insurance \_\_\_\_\_ License Fee \_\_\_\_\_  
\_\_\_\_\_ Master License or Passed Test \_\_\_\_\_ Previous Year Property Tax \_\_\_\_\_





**Additional Information for ALL BUSINESSES**

Yes      No

   Do you or your corporate business entity run a business in another location? If yes, please provide location information.

---

Yes      No

   Have you or your corporate business entity ever had a business license revoked, suspended or denied? If yes, please explain.

---

Yes      No

   Are you or any of your corporate business entity officers currently under investigation or have outstanding warrants? If yes, please explain.

---

By signing my name below, I hereby certify that I am a legal U.S. citizen or I am legally authorized to work in the U.S. I certify the business described in this application does not employ illegal aliens. I certify the business or occupation I intend to pursue under the authority of the license for which I am applying does not violate or otherwise conflict with existing laws of the State of Missouri or ordinances of the City of Butler. I hereby state the information contained herein is true, correct, and complete to the best of my knowledge. I authorize the city, its agents, and employees to seek information and conduct an investigation into the truth of the statements set forth in the application. I also acknowledge that this is only an application and is not approval for me to operate a business within the City of Butler, Missouri.

*Please note: this application must be fully completed & legible before it will be processed.*

\_\_\_\_\_  
Signature of Owner or Agent

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

There are a number of business that may have additional requirements not listed on this form. See Butler Code of Ordinances.



The requirements for obtaining an Occupational License are outlined in Chapter 605 of the Raymore City Code. Licenses expire December 31 of each year. Beginning January 1, penalties will be added each month the license remains expired and business has been conducted in the City of Raymore. First-time license fees are based on the date business begins operating in Raymore and are discounted beginning June 1:

\$100 – January to May, December	
\$95 – June	\$80 – September
\$90 – July	\$75 – October
\$85 – August	\$70 – November

**Businesses Physically Located in Raymore, Please Include:**

- Current Business Property Tax Receipt or letter of No Property Tax Due (Cass County Collector's Office - 816-380-8377)
- Current Real Estate Tax Receipt (Cass County Collector's Office - 816-380-8377) If you lease, no receipt required.
- If Sales Tax is collected, a No Tax Due Letter (Missouri Department of Revenue - 573-751-9268) OR Sales Tax number to authorize the City Clerk's office to look up the status online: \_\_\_\_\_
- Professional Registration/License issued by the State of Missouri and/or Cass County associated with your business, if applicable.

**Business Owners who reside in Raymore, Please Include:**

- Current Real Estate Tax Receipt (Cass County Collector's Office - 816-380-8377) If you lease, no receipt required.
- Current Personal Property Tax Receipt (Cass County Collector's Office - 816-380-8377)

**Contractors and Sub-Contractors, Please Include:**

- ALL CONTRACTORS AND SUB-CONTRACTORS:** Certificate of Insurance showing General Liability and Workers Compensation Insurance (if the business has any employees other than the owner(s) of the business) and listing the City of Raymore as a Certificate Holder.
- CLASS A, B, C Contractors, Electricians, Plumbers and HVAC/Mechanical contractors:**
  - **NEW LICENSE:** Proof of passing grade (70% or higher) on Certification Test; OR a valid Contractor License from Johnson County, KS; OR hold a Bachelor's degree in a field related to their license class from an accredited college or university.
  - **RENEWAL LICENSE:** Proof of at least eight (8) continuing education credits (CEUs) related to the trade for which the license was issued, completed within the last 12 months.
- CLASS A, B and C Contractors:** Certificate of Erosion and Sediment Control Compliance for single and two-family dwelling contractors. Information is at [www.raymore.com/stormwater](http://www.raymore.com/stormwater) or contact 816-892-3019.

**Applicant Information:**

Name of Business (d/b/a)

Mailing Address

Physical Address (if different)

Mailing City, State, Zip

Physical City, State, Zip

Description of Business, Organization, Trade

If this is a new business located in Raymore, date of opening

Business Phone Number

Business Fax Number

Owner Name

Owner Address

Owner Phone Number

Owner City, State, Zip

Email Address



**Registered Agent Information (if owner is not responsible for business):**

Registered Agent Name	Phone Number
Registered Agent address	Registered Agent City, State, Zip
Registered Agent Email Address	

**Store Front Businesses Located in Raymore:****Please provide contact information for the Police Department in case of emergency events**

Emergency Contact Name & Title	24-hour Phone Number
Emergency Contact Name & Title	24-hour Phone Number
Alarm Company Name	Alarm Company Phone Number
Alarm Coverage (i.e. motion, intrusion, anti-theft, etc.)	

**Applicant Certification**

**NOTICE TO ALL BUSINESS OWNERS IN THE CITY LIMITS OF RAYMORE:** Verification of paid Missouri State Sales Tax (No-Tax Due Letter from the Missouri Department of Revenue) must be submitted with this application pursuant to Ordinance 29068.

**NOTICE TO ALL RESIDENTS WITHIN THE CITY LIMITS OF RAYMORE:** Verification of paid current taxes must be remitted with this application. All receipts will be returned. PURSUANT TO ORDINANCE 29068: "No license shall be issued to any applicant under this Chapter until all sales taxes, real and personal property taxes, utility fees, permit fees, inspection fees, or other financial obligations of the applicant to the City which are due and payable and are delinquent are paid or satisfied; provided that, this requirement shall not apply to any obligation which is contested by the applicant in good faith and resolution of which is being diligently pursued by such applicant."

**NOTICE TO ALL CONTRACTORS, SUBCONTRACTORS, PLUMBING, MECHANICAL, AND ELECTRICAL CONTRACTORS:** A License cannot be issued unless supporting documentation for the appropriate classification of contractor's license is on file in the City Clerk's Office.

**NOTE – AS REQUIRED BY §287.061 RSMo.** (1) any city which issues an occupational or business license for a contractor in the construction industry shall require a certificate of insurance for workers' compensation coverage or an affidavit signed by the applicant attesting that the contractor is exempt (2) any applicant who fails to comply with the provisions of subsection 1 of this section shall be denied such a license until he furnishes a certificate of insurance, (3) it is unlawful, pursuant to section 287.128, for any contractor to provide fraudulent information pursuant to this section, and (4) nothing in §287.061 shall be construed to create or constitute a liability to or a cause of action against a city or county in regard to the issuance of any license.

Federal Employer Identification # (or Driver's License #)	Missouri Retail Sales Tax License #
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**Certification Statement**

**Issuance of this Occupational License does not ensure that the applicant is compliant with Raymore City Code. Applicants are urged to make their own inquiries to ensure legal compliance regarding these areas.**

**CERTIFICATION**

I am authorized by the applicant to sign on their behalf and have read fully and completely this application and all laws or ordinances referred to herein. The information contained herein is true, correct, and complete to the best of my knowledge, information, and belief.

Signature of Principal Officer	Date
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**BUSINESS LICENSE APPLICATION/RENEWAL**

CITY OF PECULIAR, MISSOURI

250 S. Main St.

PECULIAR, MISSOURI 64078

PHONE: 816-779-5212

FAX: 816-779-1004



**TYPE OF LICENSE:** (check all that apply)  Business  NEW Business  Renewal  
 Construction  In Home  Cigarette Sales

Failure to obtain Business License will result in a fifty dollar (\$50.00) penalty per month per Ord. #080409  
**(PLEASE PRINT)**

Business Name: \_\_\_\_\_ County: \_\_\_\_\_

Name of Representative: \_\_\_\_\_ Title: \_\_\_\_\_

Business Physical Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Description of Type of Business: \_\_\_\_\_ Non-Profit Yes  No

Fed. Emp. ID No. / Bus. Owner's S. S. # \_\_\_\_\_ Mo. Retail Sales Tax No. \_\_\_\_\_

Business Owner's Name: \_\_\_\_\_

Business Owner's Home Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Business Owner Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

**\*\*All required documentation and payment, must be received, and inspections completed before license will be issued. NOTE-Business Licenses expire December 31 each year.**

- Signed Business License Application & Business License Fee of \$75.00
- Copy of "paid" 2021 Cass County Real Estate & Personal Property Taxes receipt or exemption from Cass County Collector 816-380-8377
- Proof of Workers Compensation and Liability Insurance – If Applicable (Affidavit of Exemption required)
- If Retail business: Certificate of "No Tax Due" from the Mo Dept. of Revenue: 573-751-9268
- Copy of annual fire inspection from West Peculiar Fire Protection District
- All businesses within the City limits (excluding construction and in-home businesses) are required to be inspected by the Codes Officer every 3 years before license will be issued at a cost of \$47.00.-  
Please include in payment, inspection fee if your business is due for a three (3)year inspection.  
Section 605.070 City of Peculiar Codes
- Businesses that sell tobacco or tobacco products are required to obtain a \$1.00 Cigarette License to be included as part of your business license.
- Non Profit Organizations –  
Mo. 501(c)(3) form; e-postcard for current filing period; did you make over \$50,000 Yes \_\_ No \_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**New Business Approvals:**

Zoning District Classification: \_\_\_\_\_ Approval Date: \_\_\_\_\_ Initials \_\_\_\_\_

Fire Department Approval: \_\_\_\_\_ Approval Date: \_\_\_\_\_ Initials \_\_\_\_\_

**Office Use Only:**

Business License (\$75.00)	License # _____	Invoice# _____	Fee Paid \$ _____
Cigarette License (\$ 1.00)	License # _____	Fee Paid \$ _____	
Codes Inspection (\$47.00)	Date Completed: _____	Fee Paid \$ _____	
Penalty Applied (\$50.00 mth)	No. Months _____	Fee Paid \$ _____	
Date Paid: _____	Total Fees Paid \$ _____	Cash _____	Credit _____
		Check # _____	

C

**SERVICE AGREEMENT**  
**BETWEEN**  
**INSTITUTE FOR BUILDING TECHNOLOGY AND SAFETY**  
**AND**  
**CITY OF ADRIAN, MISSOURI**

On this \_\_\_\_\_ day of November, 2022, the City of Adrian, Missouri, hereinafter referred to as "Jurisdiction", located at 16 East 5<sup>th</sup> Street, Adrian, Missouri 64720 and the Institute for Building Technology and Safety, headquartered at 45207 Research Place, Ashburn, VA, 20147, hereinafter referred to as "IBTS," do hereby enter into this Service Agreement under the following terms and conditions.

**WITNESSETH**

WHEREAS, the Missouri Municipal League ("MML"), along with IBTS, has made available to the Jurisdiction for consideration regional shared services listed herein; and

WHEREAS, IBTS is a nonprofit organization whose purpose is to assist local jurisdictions by delivering quality services that meet the challenges of governance at all levels while enhancing public safety, economic development and the general welfare of the community; and

WHEREAS, the Jurisdiction desires to participate in the regional services offered by IBTS.

NOW THEREFORE, in consideration of the above, IBTS and the Jurisdiction hereby enter into this Service Agreement and agree as follows:

**1.0 DEFINITIONS**

"Applicant(s)" refers to the builder, homeowner, or other entity or individuals that would submit applications to the Jurisdiction for the Services offered by IBTS under this Service Agreement.

"Non-Regional Services" is defined in Section 3.0 below.

"Service Agreement" refers to this Professional Local Government Service Agreement entered into by the Jurisdiction and IBTS that define specific services to be delivered by IBTS to the Jurisdiction.

"Services" refers to the services offered by IBTS to the Jurisdiction under this Service Agreement. The Services include Building Department Services, Floodplain Services, Accessibility Code Services, Fire Code Services, Stormwater Services, GOVMotus™ Permitting Software, Planning and Zoning Services, Property Maintenance Services and other services as may be set forth herein.



## 2.0 CUSTOMER SERVICE

Should an issue arise for any Jurisdiction with delivery of services by IBTS, the Jurisdiction should notify IBTS and work directly with IBTS to resolve the issue within thirty (30) days. Should the issue remain unresolved after thirty (30) days, the Jurisdiction can seek further resolution, including cancellation of the Service Agreement between the Jurisdiction and IBTS based upon the terms of the Service Agreement.

## 3.0 SERVICE SELECTION

The full scopes of Services offered by IBTS found in the Service Agreement are listed as attachments to this Service Agreement. The Jurisdiction hereby selects to implement the Services identified below by initialing beside each Service it desires to use:

- \_\_\_\_\_ : Building Code Department Services & Fees, Attachment A
- \_\_\_\_\_ : Floodplain Services & Fees, Attachment B
- \_\_\_\_\_ : Accessibility Code Services & Fees, Attachment C
- \_\_\_\_\_ : Fire Code Review & Inspection Services & Fees, Attachment D
- \_\_\_\_\_ : Stormwater Services & Fees, Attachment E
- \_\_\_\_\_ : GOVmotus™ Permitting Software & Fees, Attachment F (Reserved for Future Use)
- \_\_\_\_\_ : Planning and Zoning Services & Fees, Attachment G
- \_\_\_\_\_ : Property Maintenance Service & Fees, Attachment H
- \_\_\_\_\_ : Department Feasibility Study Services and Fees, Attachment I
- \_\_\_\_\_ : Fast Track Plan Review Services and Fees, Attachment J

## 4.0 CHANGES AND ADDITIONAL SERVICES

Jurisdiction may request addendums to the Services outlined in the following attachments so that additional Services not currently described can be added. Examples of addendums that can be included are specialty services, such as Contractor Licensing Services, Business Licensing Services, Public Works Inspections, Water Sampling, and other services as needs are identified and documented by MML, IBTS and/or the Jurisdiction. If any such change causes an increase or decrease in the cost of or in the time required for performance of this Service Agreement, IBTS shall notify MML in writing immediately, but, in any event, prior to executing an Agreement Modification. IBTS and MML will negotiate the new terms and modify the Service Agreement as described in Section 15.0 – Agreement Modification.

**Non-Regional Services:** If the Services provided by IBTS are in remote locations, these will be considered Non-Regional Services and will be identified in an Appendix, attached hereto and incorporated by reference as if fully set forth in writing herein. The Jurisdiction understands and agrees that additional fuel surcharges and will be included on all Non-Regional Services. For Jurisdictions in the Non-Regional area, the Jurisdiction must select the combination of Building Department Services, Floodplain Services, Accessibility Code Services, Fire Code Services AND Stormwater Services.

## 5.0 USE OF REGISTERED TRADEMARKS

IBTS and Jurisdiction give mutual permission to each other to utilize each other's registered trademark and/or logos in all marketing materials, advertisements and public documents pertinent to the Scope of Services described in the attachments as long as this Service Agreement remains in effect.

## 6.0 FEE COLLECTION:

IBTS or the Jurisdiction may collect the fees for all services as described in the attachments to this agreement. Jurisdiction elects to utilize the fee collection method initial below:

Rebate Process: On behalf of the Jurisdiction, IBTS will collect all fees from the Applicant. IBTS will retain fees for its Services and will rebate the permit fees collected back to the Jurisdiction.

Remittal Process: Jurisdiction will collect all fees from the Applicant. Jurisdiction will retain its permit fees and remit to IBTS the fees collected for the Services to be performed by IBTS.

## 6.1 PAYMENT TERMS AND PROCESS

**Rebate Process** – if the above Rebate Process has been selected by the Jurisdiction, IBTS will utilize its existing credit card processing system, which includes acceptance of e-payments, to receive all fees associated with services provided to Jurisdictions. IBTS will collect payment of fees from the Applicant for appropriate services and will retain certain fees for its services and report activity to the Jurisdiction. IBTS agrees to pay all credit card and other banking or financing fees required in the transaction of, use of, maintenance, and other fees associated with the processing of transactions with a credit card account.

Permit Fees collected by IBTS will be rebated to the Jurisdiction to cover their expenses to administer the permit process. IBTS will make rebate payments to each Jurisdiction for permit fees collected during the permitting process. Within thirty (30) days, IBTS will rebate to the Jurisdiction all permit fees collected by IBTS; however, for Occupancy Certificates or where releases are necessary, such as with the connection of utilities, IBTS will provide the rebate within thirty (30) days following the completion of all inspections and the issuance of the permit or releases.

**Remittal Process** - If the Jurisdiction elects the Remittal Process, the Jurisdiction will collect payment of fees from the Applicant and deliver to IBTS at the end of each week a report of the permitting activity along with payment of IBTS's fee. A report describing all transactions will include the permit number, permit type, permit category and the date of the permit.

**Jurisdiction's Permit Fees** – IBTS has provided suggested permit fees in the attachments to this Service Agreement. Each Jurisdiction will establish these permit fees for each permit type shown in the attachments to this Service Agreement. The Jurisdiction's established fees may vary from the suggested permit fees included in Attachment A; however, all fees along with all other plan review, inspection, flood review, handling and other fees required for the Service, shall be paid to the fee collector at the time the Applicant submits the permit application.



## **7.0 TERM OF AGREEMENT**

This initial two-year Service Agreement term shall begin on the date first written above. After the initial term, the Service Agreement and all subsequent amendments will automatically renew and be extended for additional two-year terms until either the Jurisdiction or IBTS terminates the Service Agreement by providing a 90-day written notice of termination in advance of expiration. During the term of the Service Agreement, the Jurisdiction agrees to use IBTS as its exclusive provider of services selected. Prior to the start of each two-year extension, the rate of compensation and the handling fees will be negotiated as appropriate.

## **8.0 TAXES**

IBTS is responsible for payment of all applicable taxes on the funds it receives as compensation for services provided under this Service Agreement. IBTS's Federal Tax Identification Number is 54-1963889.

## **9.0 JURISDICTION-FURNISHED RESOURCES**

Jurisdiction shall appoint a Program Manager to coordinate the services for this Service Agreement. The assigned Program Manager shall be the principal point of contact on behalf of Jurisdiction and will be the principal point of contact for IBTS concerning performance under this Service Agreement.

The Jurisdiction will pass ordinances to require fees, plan reviews, permits, inspections and code compliance by IBTS and establish enforcement mechanisms that shall be in accordance with federal and California law. The Jurisdiction agrees to enforce the requirement and take administrative and legal action to enforce compliance with those ordinance requirements. IBTS shall comply with those ordinance requirements in the provision of Services to the Jurisdiction.

The Jurisdiction will provide IBTS field inspector with a location, from time to time, for coordination with the Jurisdiction personnel, filing reports and assisting citizens. If the Jurisdiction is providing permit issuance assistance, one of the Jurisdiction's personnel will handle the permits and receive the plans for review. The Jurisdiction shall also permit IBTS to use its printer or copier as necessary to support third party services.

## **10.0 IBTS-FURNISHED RESOURCES**

IBTS will be fully responsible for its staff and all of its staff's needs, including but not limited to automobile, mileage, housing, per diems, cell phones, laptop computers and appropriate software, code books, safety equipment, tools for inspections, and certification costs.

## **11.0 TERMINATION FOR CAUSE**

Jurisdiction may terminate this Service Agreement for cause based upon the failure of IBTS to comply with the terms and/or conditions of this Service Agreement, provided that Jurisdiction shall give IBTS written notice specifying the IBTS's failure and an opportunity to cure the failure. If within thirty (30) days after receipt of such notice, IBTS shall not have either corrected such failure or, in the case of failure which cannot be corrected in thirty (30) days, begun in good faith to correct said failure and thereafter proceeded diligently to complete such correction, then Jurisdiction may seek services from another source.

## **12.0 INDEMNIFICATION**

IBTS hereby agrees to indemnify and hold harmless Jurisdiction against any and all liability, claims, suits, losses, costs and legal fees caused by, arising out of, or resulting from any negligent act or omission of IBTS in the performance and/or failure to perform within the Service Agreement including the negligent acts or omission of any subcontractor or any direct or indirect employees of IBTS or its subcontractors.

## **13.0 LIMITATION OF LIABILITY**

*To the fullest extent permitted by law, the total liability, in the aggregate, of IBTS, IBTS's officers, directors, partners, employees, agents, and contractors, to owner, and anyone claiming by, through, or under owner for any claims, losses, costs, or damages whatsoever arising out of, resulting from or in any way related to this Agreement, from any cause or causes, including but not limited to negligence, professional errors and omissions, strict liability, breach of contract, or breach of warranty, shall not exceed the total compensation received by IBTS hereunder.*

## **14.0 DISPUTE RESOLUTION**

Either party may submit a dispute to binding arbitration for resolution by a single arbitrator with a professional arbitration service mutually agreeable to the parties after furnishing the other party ten (10) days prior written notice. If the parties cannot agree on an arbitration service, the arbitration will take place pursuant to the American Arbitration Association ("AAA") Commercial Arbitration Rules and Mediation Procedures. The parties shall bear equally the costs of arbitration, including the fees and expenses of the arbitrator. Each party shall bear the cost of preparing and presenting its case, which will be heard at a mutually agreeable site in the Kansas City, Missouri metropolitan area.

## **15.0 ASSIGNMENT**

IBTS shall not assign any interest in this Service Agreement by assignment or transfer without prior notification from IBTS to the Jurisdiction and written consent of the Jurisdiction. This provision shall not be construed to prohibit IBTS from assigning to a bank, trust company, or other financial institution any money due or to become due from approved Service Agreements without such prior written consent.

## **16.0 AGREEMENT MODIFICATION**

No amendment or variation of the terms of this Service Agreement shall be valid unless made in writing, signed by both parties and approved as may be required by law. No oral understanding not incorporated in the Service Agreement is binding on any of the parties.

## **17.0 CONFIDENTIALITY**

The Jurisdiction agrees that its staff and agents may become aware of IBTS intellectual property or information protected as trade secret such as business processes and procedures. The Jurisdiction agrees that it will not discuss with outside parties any information protected accordingly. The Jurisdiction shall not be required to keep confidential any data or information that is, or becomes publicly available, is already rightfully in the Jurisdiction's possession, is independently or is rightfully obtained from third parties.

At all times in the duration of this Service Agreement, the Jurisdiction owns and will have the right to all data including inspection and plan review information, information bulletins, forms, and other related technical material resulting from this effort. However, IBTS will retain intellectual rights on the forms and procedures, training, material, management systems, and IT system it develops for the Jurisdiction for

use in other business areas. IBTS will maintain records of the information related to the building department services it performs.



## **18.0 SUBCONTRACTORS**

IBTS may use consultants or staff provided by a subcontractor. In such cases, IBTS will be fully responsible for the work completed by the consultant and staff provided by a subcontractor to IBTS for this Service Agreement. In no event shall the existence of a subcontract operate to release or reduce the liability of IBTS to the Jurisdiction for any breach in the performance of IBTS's duties.

All IBTS staff members, as well as consultants or staff provided by a subcontractor who will provide building department services as an inspector or plan reviewer, shall register with the required local and/or state building code agencies.

## **18.0 NON-SOLICITATION OF EMPLOYEES**

The parties recognize and agree this it is important to encourage staff retention for each party and to minimize cost impacts to the program hereunder; as such, neither Party shall knowingly solicit for hire the other's employees assigned to this project for the period of this Agreement and six months thereafter. This shall in no way, however, be construed to restrict, limit, or encumber the rights of any employee granted by law, nor shall not in any way restrict either party from hiring employees who respond to advertisements or make independent inquiries for employment but in no event shall such employee be put to work on this specific program by the hiring party.

## **19.0 COMPLIANCE WITH CIVIL RIGHTS LAWS**

IBTS agrees to abide by the requirements of the following as applicable: Title VI and Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, and the Age Act of 1975. IBTS further agrees to abide by the requirements of the Americans with Disabilities Act of 1990. IBTS agrees not to discriminate in its employment practices and will render Services under this Service Agreement without regard to race, color, religion, sex, sexual orientation, national origin, veteran status, or political affiliation.

## **20.0 INSURANCE**

- a. IBTS Insurance. IBTS shall submit evidence of insurance to the Jurisdiction and will add the Jurisdiction as an "additional insured party" on IBTS's Commercial General Liability and Automobile Liability policies. Insurance shall be placed with insurers with an A.M. Best's financial strength and size category rating of no less than A-VI. This rating requirement shall be waived for Worker's Compensation coverage only.
- b. Worker's Compensation Insurance. IBTS shall maintain, during the life of the Service Agreement, Workers' Compensation Insurance for all of the IBTS employees. In case any work is sublet, IBTS shall require the Subcontractor similarly to provide Workers' Compensation Insurance for all the latter's employees, unless such employees are covered by the protection afforded by IBTS. In case any class of employees engaged in work under the Service Agreement is not protected under the Workers' Compensation laws, IBTS shall provide for any such employees, and shall further provide or cause any and all subcontractors to provide Employer's Liability Insurance for the protection of such employees not protected by the Workers' Compensation laws.
- c. Commercial General Liability Insurance. IBTS shall maintain, during the life of the Service Agreement, such Commercial General Liability Insurance which shall protect IBTS, the

Jurisdiction and any subcontractors during the performance of work covered by the Service Agreement from claims or damages for personal injury, including accidental death, as well as for claims for property damages, which may arise from operations under the Service Agreement, whether such operations be by IBTS staff or by a subcontractor, or by anyone directly or indirectly employed by either of them. In the absence of specific regulations, the amount of coverage shall be as follows: Commercial General Liability Insurance, including bodily injury, property damage and liability, with combined single limits of \$1,000,000.

- d. Automobile Insurance. IBTS shall maintain, during the life of the Service Agreement Automobile Liability Insurance in an amount not less than combined single limits of \$1,000,000 per occurrence for bodily injury/property damage. Such insurance shall cover the use of any non-licensed motor vehicles engaged in operations within the terms of the Service Agreement to be performed thereunder, unless such coverage is included in insurance elsewhere specified.
- e. Umbrella/Excess Liability. IBTS shall maintain Umbrella/Excess Liability Insurance in an amount not less than \$5,000,000 each occurrence and in the aggregate.
- f. Professional Liability Insurance. IBTS shall maintain Professional Liability Insurance in an amount not less than \$1,000,000 each claim and in the aggregate.

## 21.0 NOTICES

All contractual notices shall be addressed to:

**Institute for Building Technology and Safety (IBTS)**

Attn: Contracts  
45207 Research Place  
Ashburn, VA 20147  
[Legal@IBTS.org](mailto:Legal@IBTS.org)

**City of Adrian, MO**

Attn: Ryan Wescoat, City Administrator  
16 East 5<sup>th</sup> Street  
Adrian, MO 64720  
[rwescoat@cityofadrianmo.org](mailto:rwescoat@cityofadrianmo.org)

All technical notices shall be addressed to:

**Institute for Building Technology and Safety (IBTS)**

Attn: Curt Skoog  
45207 Research Place  
Ashburn, VA 20147  
[cskoog@ibts.org](mailto:cskoog@ibts.org)

**City of Adrian, MO**

Attn: Ryan Wescoat, City Administrator  
16 East 5<sup>th</sup> Street  
Adrian, MO 64720  
[rwescoat@cityofadrianmo.org](mailto:rwescoat@cityofadrianmo.org)

## 22.0 SEVERABILITY

If any term or condition of this Service Agreement or the application thereof is held invalid, such invalidity shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition, or application; to this end the terms and conditions of this Service Agreement are declared severable.



### **23.0 ORDER OF PRECEDENCE**

This Service Agreement shall, to the extent possible, be construed to give effect to all of its provisions; however, where provisions are in conflict, first priority shall be given to the provisions of the Service Agreement and its amendments; second priority shall be given to the provisions of the IBTS Scope of Services and its amendments.

### **24.0 INCORPORATION OF ATTACHMENTS**

Attachments selected by the Jurisdiction in Section 3.0 are attached hereto and are hereby incorporated by reference as though fully set out and rewritten herein.

### **25.0 GOVERNING LAW**

This Service Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia, without giving effect to any conflicts of laws principles. Any lawsuits arising out of this Service Agreement shall be filed in the appropriate State Court of competent jurisdiction located in Loudoun County, Virginia.

### **26.0 COMPLETE AGREEMENT**

This Service Agreement constitutes the complete agreement and sets forth the entire understanding and agreement of the parties as to the subject matter of this Service Agreement and supersedes all prior discussions, communications and understandings in respect to the subject of this Service Agreement, whether written or oral.

*Signature Page Follows*

IN WITNESS WHEREOF, the parties have executed this Service Agreement as of this \_\_\_\_ day of \_\_\_\_\_, 2022.

For IBTS:

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

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

For Jurisdiction:

Printed Name: Ryan Wescoat

Title: City Administrator

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

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

## ATTACHMENT A

### BUILDING CODE DEPARTMENT SERVICES & FEES

#### 1.1 BUILDING CODE DEPARTMENT SERVICES

IBTS will provide complete Building Code Department Services, administration, permitting systems, plan reviews, permit approvals, certificate of occupancy approvals and electronic record keeping. Permit applicants can come to the Jurisdiction's office to get permits, submit plans for plan reviews, or for Zoning and FEMA certifications, or they may elect to apply online once IBTS has implemented its proprietary online GOVMOTUS™ permitting system.

##### **Permit Applications**

Citizens/contractors may go to each Jurisdiction's city/town hall or other designated location to apply for a permit and submit the required documentation for the permit. Citizens/contractors may also choose to register online with IBTS GOVMOTUS™ software. In either case, a local jurisdiction staff person will enter and/or review the submitted information, receive the payment and submit to IBTS for review. Notifications are sent immediately to IBTS staff that Plan Reviews are pending.

##### **Plan Reviews**

As directed by the Jurisdiction, IBTS staff will conduct all of the plan reviews to check for compliance with federal, state and local building code requirements. The following presents the type of reviews (commercial and residential) that can be conducted, if selected by each Jurisdiction.

- Building codes
- Electrical codes
- Plumbing codes
- Mechanical codes
- Energy codes
- Accessibility
- Flood determinations
- Landscape/land use/lighting
- Fire codes
- Other local requirements

##### **Permit Approvals & Issuance**

Once plans are approved, IBTS will indicate approval in the GOVMOTUS™ software system. The system in return immediately notifies the Jurisdiction that a permit is ready for issuance. The Jurisdiction having authority remains in control in order to issue permits and each Jurisdiction can hold the approval for issues or concerns. This provides the opportunity to hold final issuance for any reason the Jurisdiction may deem necessary.



## **Inspections**

Once the project is under construction, IBTS will provide inspections on the construction project, based upon the structure type of occupancy. IBTS will provide each contractor with a direct telephone number to the inspector in order to schedule the inspections; inspections can also be requested via fax request or on the web-based permitting solution.

## **Certificates of Occupancy**

After the final inspection or the Certificate of Occupancy (CO) inspection is completed, IBTS will upload and document all of the results and reports from the inspections in the GOVMOTUS™ software. IBTS will then approve the CO for issuance and the software will notify the jurisdiction that a CO is ready to be issued. The Jurisdiction at that time, just like the permit, has the authority to withhold that CO for any reason they deem necessary. This provides each Jurisdiction with ultimate control of allowing the occupancy of the structure.

## **2.1 AUGMENTATION OF EXISTING BUILDING DEPARTMENT SERVICES**

IBTS can provide a la carte' services described in this attachment. Jurisdictions may elect to utilize IBTS for specific tasks within each service description. Exact details of the individual tasks within each service are to be outlined between IBTS and the jurisdiction. Because each jurisdiction's needs are different and if needed, each Jurisdiction may elect to specifically call out in their individual Service Agreement each of the tasks needed within each service and include those descriptions as part of their Service Agreement.

RESIDENTIAL FEE SCHEDULE					
ITEM	SQ.FT.	Jurisdiction Suggested Permit Fees	IBTS Plan Reviews	IBTS Inspections	Handling Fee
New Construction	0-3,000	Suggested Permit Fees are \$25 each	\$250.00	\$700.00	1.5% of plan review and inspection fees retained by _____  See Master Agreement for full details.
	3,001-5,000		\$390.00		
	>5,001		\$490.00		
New Modular	ALL		\$125.00	\$200.00	
New Addition/ Remodel	0-2,000		\$250.00	\$300.00	
	2,001-5,000		\$315.00		
	5,001 >		\$465.00		
New Manufactured Housing	ALL		n/a	\$150.00	
New Detached Accessory	ALL		\$90.00	\$150.00	
New Portable Building	ALL		\$50.00	\$85.00	
Structure Relocation (Move)	ALL	\$125.00	\$200.00		
Swimming Pool	ALL	\$150.00	\$250.00		
MISCELLANEOUS	SQ.FT.	Jurisdiction Suggested Permit Fees	IBTS Plan Reviews	IBTS Inspections	Handling Fee
1st Re-Inspection	n/a	n/a	n/a	n/a	1.5% of plan review and inspection fees retained by _____  See Master Agreement for full details.
2nd Re-Inspection		n/a		\$90.00	
3rd Re-Inspection		n/a		\$150.00	
Roofing Inspection				\$100.00	
Electrical Meter Change				\$85.00	
Mechanical Trade Inspection				\$100.00	
Electrical Trade Inspection				\$100.00	
Plumbing Trade Inspection				\$100.00	
Demolition				\$150.00	
Change of Occupancy				\$75.00	
Change of Contractor				n/a	
Permit Extensions				n/a	
Decks				\$125.00	
Temporary Pole				\$85.00	
All Stop Work Orders				\$100.00	
Re-Roof				\$25	

COMMERICAL BUILDING & FIRE CODE FEE SCHEDULE								
GROUP S	OCCUPANCY	SQUARE FOOTAGE		SUGGESTED PERMIT FEES	IBTS BLDG CODE REVIEW FEE (INCLUDES 1 REJ. REVIEW)	IBTS 3rd PLAN REVIEW	IBTS BLDG CODE INSPECTION FEE	HANDLING FEES
		Minimum	Maximum					
A	ASSEMBLY	0	2,500	\$100.00	\$385.00	\$175.00	\$1,250.00	1.5% of plan reviews and inspections; \$300 maximum  See Master Agreement for full details
		2,501	4,500		\$650.00			
		4,501	10,000		\$1,300.00			
		10,001	50,000		\$1,850.00	\$300.00	\$2,800.00	
		50,001	100,000		\$3,250.00		\$4,000.00	
		100,000	300,000		\$4,500.00		\$8,500.00	
			300,001 +		\$4,500 + .01 sq.ft. over 300,000	\$500.00	\$8,500 + .01 sq.ft. over 300,000	
1-2, 1-3	HEALTH CARE, INSTITUTIONAL	0	2,000	\$100.00	\$385.00	\$125.00	\$1,000.00	

	OR DETENTION (Includes Limited Care & Assisted Living)	2,001	5,000		\$650.00		\$1,500.00	
		5,001	10,000		\$1,300.00		\$1,850.00	
		10,001	20,000		\$1,650.00		\$4,095.00	
		20,001	30,000		\$2,450.00		\$5,265.00	
		30,001	50,000		\$3,475.00		\$7,020.00	
		50,001	100,000		\$4,275.00		\$11,700.00	
		1,000,001	300,000		\$5,500.00		\$21,000.00	
		300,001 +			\$5,500 + .01 sq.ft. over 300,00		\$325.00	\$21,000 + .01 sq.ft. over 300,000
		M & B	BUSINESS OR MERCANTILE		0		3,000	\$100.00
3,001	10,000			\$825.00	\$1,755.00			
10,001	30,000			\$1,550.00	\$2,575.00			
30,001	80,000			\$2,225.00	\$200.00	\$4,650.00		
80,001	150,000			\$3,000.00		\$9,900.00		
150,001	300,000			\$5,125.00		\$14,625.00		
300,001 +				\$5,125 + .01 sq.ft. over 300,000		\$14,625 + .01 sq.ft. over 300,000		
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E & I-4	EDUCATIONAL & DAYCARE	0	5,000	\$100.00	\$650.00	\$175.00	\$1,500.00	1.5% of plan reviews and inspections; \$300 maximum  See Master Agreement for full details
		5,001	10,000		\$1,150.00		\$1,875.00	
		10,001	30,000		\$1,900.00		\$4,365.00	
		30,001	80,000		\$3,150.00	\$9,945.00		
		80,001	150,000		\$4,900.00	\$17,550.00		
		150,001	300,000		\$7,850.00	\$43,875.00		
		300,001 +			\$7,850 + .01 sq.ft. over 300,000	\$500.00	\$43,875 + .01 sq.ft. over 300,000	
F1, F2, S1, S2, & U	INDUSTRIAL OR STORAGE	0	10,000	\$100.00	\$550.00	\$125.00	\$750.00	
		10,001	20,000				\$750.00	
		20,001	50,000				\$1,250.00	
		50,001	100,000				\$1,250.00	
		100,001	200,000				\$1,250.00	
		\$200,001 +			\$550 + .01 sq.ft. over 200,000		\$1,250 + .01 sq.ft. over 200,000	
H1, H2, H3, H4, & H5	HIGH HAZARD	0	2,000	\$100.00	\$725.00	\$125.00	\$1,000.00	
		2,001	5,000		\$1,100.00		\$1,200.00	
		5,001 +			\$1,100 + .02 sq.ft. over 5,000		\$1,200 + .01 sq.ft. over 5,000	
R1, R2, R3, R4, I-1	HOTELS, DORMS, APARTMENTS, LODGING, ROOMING, & RESIDENTIAL CARE FACILITIES	0	2,500	\$100.00	\$550.00	\$150.00	\$1,500.00	
		2,501	10,000		\$1,250.00		\$1,872.00	
		10,001	30,000		\$1,800.00		\$4,680.00	
		30,001	50,000		\$3,250.00	\$9,945.00		
		50,001	150,000		\$4,200.00	\$17,550.00		
		150,001	300,000		\$5,425.00	\$43,875.00		
		300,001 +			\$5,425 + .01 sq.ft. over 300,000	\$225.00	\$43,875 + .01 sq.ft. over 300,000	

*CDBG Infrastructure Inspections: \$100.00/hr with project maximums quoted per job.*

*Other inspections: \$100/hr with project maximums quoted per job.*



## **ATTACHMENT B**

### **FLOODPLAIN SERVICES & FEES**

#### **1.0 COMPLETE FLOODPLAIN SERVICES**

IBTS will provide Floodplain Enforcement (reviews and inspections), Floodplain Administration (data management and maintenance), and other Floodplain Management services (i.e. Base Flood Elevation determination, ordinance review, amendment facilitation, Letter Of Map Revisions) to the Jurisdiction. Note that any required enforcement and administration to support and maintain the National Flood Insurance Program (NFIP) for flood permits issued by the jurisdiction prior to the start of Services for the Jurisdiction are not within the Scope of this Agreement.

Applicants will come to the Jurisdiction's local city hall or other designated location to apply for permits, submit plans for plan reviews, or requests for Zoning and FEMA certifications. However, for inspections and site verification visits, the Applicants can call IBTS directly. All administrative documentation managed by IBTS may be sent directly to IBTS offices from the applicant, architect, engineer or land surveyor.

IBTS will, upon written request, assist each Jurisdiction with evaluating the benefit of implementing the Community Rating System (CRS) as a part of its participation in the NFIP. IBTS will coordinate with the local FEMA Region office and its CRS resources to determine and analyze any benefit of the CRS program. IBTS will develop the necessary presentations and data for the Jurisdiction to determine if implementation of the CRS program would be of benefit. CRS services and evaluations are included when a Jurisdiction selects for IBTS to operate and manage the entire NFIP program. CRS augmentation and evaluation can be selected by the Jurisdiction and fees will be provided before Services begin. Nothing in this attachment and/or Service Agreement shall be construed to conflict with 44 CFR and other state or local adopted laws, rules and regulations.

#### **1.1 AUGMENTATION OF EXISTING FLOODPLAIN SERVICES**

IBTS can also provide a la carte' services described in this attachment. Jurisdictions may elect to utilize IBTS for specific tasks within each service description. Exact details of the individual tasks within each service are to be outlined between IBTS and the Jurisdiction. Because each Jurisdiction's needs are different and if needed, each Jurisdiction may elect to specifically call out in their individual Service Agreement each of the tasks needed within each service and include those descriptions as part of their Service Agreement.

**2.1 FLOODPLAIN SERVICES FEE SCHEDULE – Operation**

TYPE	IBTS FEES	ASSOCIATION HANDLING FEES*
All residential structures	\$65.00 each	1.5%
All commercial structures	\$125.00 each	

**2.2 FLOODPLAIN SERVICES FEE SCHEDULE – Augmentation**

TYPE	RESIDENTIAL FEES	COMMERCIAL FEES	ASSOCIATION HANDLING FEES*
Base flood elevation reviews	\$50.00 each	\$100.00 each	1.5%
Elevation Certificate Reviews	\$35.00 each project	\$75.00 each project	
Site Inspections/Visits	\$100.00 each	\$175.00 each	
Data / Records Management	\$75 each project	\$150 each project	
CRS Management	Quoted per jurisdiction		
Info Bulletin Design	\$50.00 /hr		
CRM Consultant	\$125.00 /hr		

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## ATTACHMENT C

### ACCESSIBILITY CODE SERVICES & FEES

#### 1.0 COMPLETE ACCESSIBILITY PLAN REVIEW AND INSPECTION SERVICES

IBTS will provide Accessibility Plan Review and Inspection Services and will perform site visits. As permitted by the completeness of information submitted for code plan review, IBTS will conduct the accessibility plan reviews during the building department plan reviews in order to streamline the process. However, should accessibility not be fully addressed within the original submission, additional reviews may be necessary.

IBTS staff will provide the accessibility technical reviews and inspections on commercial use group properties. IBTS will review drawings and inspect structures for these code requirements for compliance to the locally adopted codes. IBTS staff will attach Plan Reviews and Inspection result records to each permit which can be archived for easy retrieval for future purposes.

All accessibility reviews and inspections will be documented and recorded in the GOVmotus™ Permitting System software. Each review and inspection report will be available from any web-enabled access device such as internet tablets and pads.

#### 1.1 AUGMENTATION OF EXISTING ACCESSIBILITY PLAN REVIEW AND INSPECTION SERVICES

IBTS can provide a la carte' services described in this attachment. Jurisdictions may elect to utilize IBTS for specific tasks within each service description. Exact details of the individual tasks within each service are to be outlined between IBTS and the Jurisdiction. Because each Jurisdiction's needs are different and if needed, each Jurisdiction may elect to specifically call out in their individual Service Agreement each of the tasks needed within each service and include those descriptions as part of their Service Agreement.

#### 2.0 ACCESSIBILITY SERVICES FEES

2.1 **Operation Fees:** Fees for accessibility reviews and inspections are included in the fees for the building code plan reviews and inspections found in Attachment B.

2.2 **Augmentation:** Should an applicant desire to have reviews and/or inspections only conducted on a commercial structure, the following fees are applicable:



TYPE	IBTS PLAN REVIEW FEES	IBTS INSPECTION FEES	ASSOCIATION FEES*
All Commercial Structures, <5,000 sq. ft	\$275.00 each	\$750.00 each	1.5%
All Commercial Structures, 5,001 – 25,000 sq.ft	\$515.00 each	\$1000.00 each	
All Commercial Structures, 25,001 – 100,000 sq.ft	\$735.00 each	\$1500.00 each	
All Commercial Structures, >100,001 sq.ft	\$1355.00 each	\$2250.00 each	

*\*1.5% of IBTS fees*

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## ATTACHMENT D

### FIRE CODE REVIEW & INSPECTION SERVICES & FEES

#### 1.0 COMPLETE FIRE CODE PLAN REVIEW & INSPECTION SERVICES

IBTS will provide code plan review and inspections services, permit approvals, certificate of occupancy approvals and electronic record keeping for commercial structures. Permit applicants can come to the Jurisdiction's city hall or other designated location to get permits, submit plans for plan reviews, or for Zoning and FEMA certifications; or they may elect to apply online once IBTS has implemented its proprietary online GOVMOTUS™ permitting system.

##### **Plan Reviews**

As directed by the Jurisdiction, IBTS staff will conduct all of the plan reviews to check for compliance with federal, state and local building fire code requirements. These reviews will be conducted during the same time as the building code and accessibility reviews.

##### **Permit Approvals**

The permit approval process will follow the same steps for processing permits as described in Attachment A - Building Code Department Services.

##### **Inspections**

Once the project is under construction, IBTS will provide inspections on the construction project, based upon the structure type of occupancy. IBTS will provide each contractor with a direct telephone number to the inspector in order to schedule the inspections; inspections can also be requested via fax request or on the web-based permitting solution.

##### **Certificates of Occupancy**

After the final inspection or the Certificate of Occupancy (CO) inspection is completed, IBTS will upload and document all of the results and reports from the inspections in the GOVMOTUS™ software. IBTS will then approve the CO for issuance and the software will notify the jurisdiction that a CO is ready to be issued. The Jurisdiction at that time, just like the permit, has the authority to withhold that CO for any reason they deem necessary. This provides each Jurisdiction with ultimate control of allowing the occupancy of the structure.

IBTS, upon direction from the Jurisdiction, will coordinate the CO inspection with the local and/or State Fire Marshal as required to ensure that all of their requirements have been satisfied before occupancy is allowed.

## **1.1 AUGMENTATION OF EXISTING FIRE CODE PLAN REVIEW & INSPECTION SERVICES**

IBTS can provide a la carte' services described in this attachment. Jurisdictions may elect to utilize IBTS for specific tasks within each service description. Exact details of the individual tasks within each service are to be outlined between IBTS and the jurisdiction. Because each Jurisdiction's needs are different and if needed, each Jurisdiction may elect to specifically call out in their individual Service Agreement each of the tasks needed within each service and include those descriptions as part of their Service Agreement.

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## 2.0 FIRE CODE REVIEW & INSPECTION SERVICES FEES

COMMERCIAL FIRE CODE FEES - Operation and Augmentation									
COMMERCIAL TYPE & SIZE				IBTS FIRE CODE PLAN REVIEW FEES			IBTS FIRE CODE INSPECTION FEES		ASSOCIATION FEES
GROUPS	OCCUPANCY	SQUARE FOOTAGE		OPERATION REVIEW FEE (INCLUDES 1 REJ. REVIEW)	AUGMENTATION REVIEW FEE (INCLUDES 1 REJ. REVIEW)	IBTS 3rd PLAN REVIEW	OPERATION INSPECTION FEES	AUGMENTATION INSPECTION FEE	
		Minimum	Maximum						
A	ASSEMBLY	0	2,500	\$75.00	\$150.00	50% of original plan review fee with a \$75 minimum	\$150.00	\$250.00	1.5% of IBTS fees; \$300 maximum
		2,501	4,500	\$75.00	\$150.00		\$150.00	\$250.00	
		4,501	10,000	\$135.00	\$250.00		\$150.00	\$500.00	
		10,001	50,000	\$185.00	\$315.00		\$250.00	\$700.00	
		50,001	100,000	\$250.00	\$500.00		\$400.00	\$1,000.00	
		100,000	300,000	\$500.00	\$725.00		\$850.00	\$1,400.00	
		300,001 +		\$715.00	\$1,000.00		\$1,000.00	\$1,800.00	
1-2, 1-3	HEALTH CARE, INSTITUTIONAL, OR DETENTION (Includes Limited Care & Assisted Living)	0	2,000	\$75.00	\$150.00	50% of original plan review fee with a \$75 minimum	\$150.00	\$250.00	1.5% of IBTS fees; \$300 maximum
		2,001	5,000	\$75.00	\$150.00		\$150.00	\$250.00	
		5,001	10,000	\$135.00	\$250.00		\$150.00	\$500.00	
		10,001	20,000	\$185.00	\$315.00		\$250.00	\$700.00	
		20,001	30,000	\$250.00	\$500.00		\$400.00	\$1,000.00	
		30,001	50,000	\$500.00	\$725.00		\$850.00	\$1,400.00	
		50,001	100,000	\$715.00	\$1,000.00		\$1,000.00	\$1,650.00	
		1,000,001	300,000	\$845.00	\$1,235.00		\$1,300.00	\$1,800.00	
		300,001 +		\$950.00	\$1,400.00		\$1,580.00	\$2,100.00	
M & B	BUSINESS OR MERCANTILE	0	3,000	\$75.00	\$150.00	50% of original plan review fee with a \$75 minimum	\$150.00	\$250.00	1.5% of IBTS fees; \$300 maximum
		3,001	10,000	\$100.00	\$160.00		\$200.00	\$315.00	
		10,001	30,000	\$150.00	\$235.00		\$250.00	\$385.00	
		30,001	80,000	\$200.00	\$275.00		\$325.00	\$425.00	
		80,001	150,000	\$315.00	\$355.00		\$500.00	\$715.00	
		150,001	300,000	\$485.00	\$580.00		\$615.00	\$975.00	
		300,001 +		\$600.00	\$795.00		\$750.00	\$1,300.00	



E & 1-4	EDUCATIONAL & DAYCARE	0	5,000	\$75.00	\$150.00	50% of original plan review fee with a \$75 minimum	\$150.00	\$300.00	1.5% of IBTS fees; \$300 maximum
		5,001	10,000	\$125.00	\$235.00		\$200.00	\$415.00	
		10,001	30,000	\$200.00	\$275.00		\$375.00	\$650.00	
		30,001	80,000	\$300.00	\$360.00		\$500.00	\$900.00	
		80,001	150,000	\$450.00	\$615.00		\$1,300.00	\$1,300.00	
		150,001	300,000	\$750.00	\$1,400.00		\$2,000.00	\$2,750.00	
		300,001 +		\$1,000.00	\$1,900.00		\$3,500.00	\$4,100.00	
F1, F2, S1, S2, & U	INDUSTRIAL OR STORAGE	0	10,000	\$125.00	\$250.00	50% of original plan review fee with a \$75 minimum	\$150.00	\$250.00	
		10,001	20,000				\$150.00	\$250.00	
		20,001	50,000				\$225.00	\$375.00	
		50,001	100,000				\$225.00	\$375.00	
		100,001	200,000				\$225.00	\$485.00	
\$200,001 +		\$250.00	\$500.00	\$350.00	\$615.00				
H1, H2, H3, H4, & H5	HIGH HAZARD	0	2,000	\$200.00	\$375.00	50% of original plan review fee with a \$75 minimum	\$250.00	\$500.00	
		2,001	5,000	\$350.00	\$600.00		\$350.00	\$500.00	
		5,001 +		\$500.00	\$925.00		\$500.00	\$715.00	
R1, R2, R3, R4, I-1	HOTELS, DORMS, APARTMENTS, LODGING, ROOMING, & RESIDENTIAL CARE FACILITIES	0	2,500	\$150.00	\$300.00	50% of original plan review fee with a \$75 minimum	\$250.00	\$435.00	
		2,501	10,000	\$200.00	\$400.00		\$375.00	\$600.00	
		10,001	30,000	\$300.00	\$615.00		\$500.00	\$1,300.00	
		30,001	50,000	\$425.00	\$800.00		\$800.00	\$2,250.00	
		50,001	150,000	\$500.00	\$1,100.00		\$1,475.00	\$3,415.00	
		150,001	300,000	\$735.00	\$1,700.00		\$2,000.00	\$48,000.00	
		300,001 +		\$1,100.00	\$2,300.00		\$2,400.00	\$6,000.00	

## **ATTACHMENT E**

### **STORMWATER SERVICES & FEES**

#### **1.0 COMPLETE STORM WATER SERVICES**

IBTS will provide Storm Water Pollution Prevention Plan (SWPPP) reviews and site inspections. These Services will be provided on all residential and commercial structures as required by local, state and or federal laws regulating storm water pollution.

##### **SWPPP Reviews**

IBTS will provide the SWPPP reviews at the same time as the Building Code reviews. IBTS will ensure that the necessary state permits have been obtained and are on file with the construction permit.

IBTS will also maintain any necessary sub-division Service Plans as allowable by regulations. The Service Plan will be reviewed only once, and thereafter, IBTS will confirm that contractors have signed the necessary agreements that they, as well as the sub-contractors, will follow the Service SWPPPs.

##### **SWPPP Site Visits**

IBTS will conduct SWPPP inspections at each code inspection to verify ongoing compliance of the SWPPP requirements at the job site. Records of inspection results will be recorded and archived with the construction permit for record keeping and archival purposes.

In the event of a heavy rainfall, IBTS will conduct spot checks for records after the rainfall event has passed, but no sooner than 24hrs in order to allow the site manager to complete all paperwork. IBTS will verify that storm water pollution plans are in place and remain effective after the rainfall event.

#### **1.1 AUGMENTATION OF EXISTING STORM WATER SERVICES**

IBTS can provide a la carte' services described in this attachment. Jurisdictions may elect to utilize IBTS for specific tasks within each service description. Exact details of the individual tasks within each service are to be outlined between IBTS and the Jurisdiction. Because each Jurisdiction's needs are different and if needed, each Jurisdiction may elect to specifically call out in their individual Service Agreement each of the tasks needed within each service and include those descriptions as part of their Service Agreement.

## 2.1 STORM WATER SERVICE FEES - Operation

Fees for storm water reviews and inspection are included in the fees for the building code plan reviews and inspections found in Attachment A.

## 2.2 STORM WATER SERVICE FEES - Augmentation

IBTS can provide a la carte' services described in this attachment. Jurisdictions may elect to utilize IBTS for specific tasks within each service description. Exact details of the individual tasks within each service are to be outlined between IBTS and the Jurisdiction. Because each Jurisdiction's needs are different and if needed, each Jurisdiction may elect to specifically call out in their individual Service Agreement each of the tasks needed within each service and include those descriptions as part of their Service Agreement.

STORM WATER SERVICE FEES FOR AUGMENTATION		
Service	Reviews	Inspections
Residential SWPPP Master Development Reviews	\$250.00	\$1200.00 / year / development
Commercial SWPPP Master Development Reviews	\$350.00	\$1500.00 / year / development
Residential SWPPP Individual Development (greater than 1 acre)	\$100.00	\$200.00 / site
Residential Rainfall Event Inspection	N/A	\$100.00 per site / per event
Commercial Rainfall Event Inspection	N/A	\$175.00 per site / per event

*Remainder of Page Intentionally Left Blank*

**ATTACHMENT F**

**GOVmotus™ PERMITTING SOFTWARE & FEES**

**RESERVED FOR FUTURE USE**



## **ATTACHMENT G**

### **PLANNING AND ZONING SERVICES AND FEES**

#### **1.0 PLANNING AND ZONING MANAGEMENT**

IBTS will provide Planning and Zoning Management solutions focus on the utilization of contemporary ideas and technology within a small town and rural context. IBTS will coordinate efforts with the Jurisdiction's Planning & Zoning Commission to administrate the following:

- Zoning Code Interpretation
- Zoning Review and Enforcement
- Planning and Zoning Commission Support
- Zoning Code Recommendation
- Zoning Code Implementation
- Parcel Map Digitization (if selected)
- Zoning Map Creation and Maintenance (if selected)

#### **2.0 PLANNING AND ZONING INSPECTIONS**

IBTS will conduct enforcement of the local zoning ordinances as adopted. The Zoning Administrator will review all the required Development Permits, Development Permit Approvals, Zoning Reviews and full administration of the Zoning Ordinance. IBTS will attend each Development Review Committee meeting to be informed and aware of upcoming projects. Zoning administration will provide the following:

- 
- Site Inspections
- Setbacks
- Accessory Use
- Traffic Corner Visibility
- Public Notification
- Nonconforming Buildings
- Landscape & Screening
- Signs / Billboards

### **3.0 PLANNING AND ZONING ORDINANCE REVIEW**

IBTS will review and recommend revisions as necessary to the current adopted Zoning code. IBTS will assess the current character and desires of the Jurisdiction to revise the code appropriately. IBTS will develop, implement, manage and conduct planning and zoning activities for the Jurisdiction. IBTS will provide information concerning zoning to the general public, builders, developers, Mayor, Jurisdiction Council and Planning and Zoning Commission. In addition, IBTS will develop and recommend policies and procedures for all Planning and Zoning activities.

#### **3.1 GEOGRAPHICAL INFORMATION SERVICES (GIS)**

With the adoption of a new Zoning Code, it would be advantageous to create a zoning map. A current zoning map would help the Jurisdiction administer the zoning ordinance. IBTS can assist in this endeavor and recommends the Jurisdiction contact a local government agency for creation of this map. A digital parcel map can aid in the following:

- Creation of zoning map
- Basis for future land use analysis
- Regeneration of base tax map to recoup lost tax revenue
- Cost efficient communication

#### 4.0 PLANNING & ZONING FEES – Operation or Augmentation

Description	Processing Fee*	Ad Fee*	Association Fees
Rezoning	\$375 plus \$75/acre over the first acre	\$100.00	1.5% of Processing Fee Only  See Master Agreement for further details
Zoning Verification Letter	\$50/\$100 per location	N/A	
Subdivision With or Without Waiver	\$300 plus \$25/lot	\$100 if over	
Town Home Development	\$300 plus \$25/lot	\$400 if over	
Preliminary Subdivision Plat	\$300 plus \$25/lot	\$100 if over	
Revision to Approved Preliminary Plat (Public Hearing)	\$300 plus \$25/lot	\$100 if over 2 acres	
Revision to Approved Preliminary Plat (Staff Hearing)	\$100 plus \$25/lot	N/A	
Final Plat Approval including PUD	\$200 plus \$25/lot	N/A	
Final Plat Revision including PUD (Public Hearing)	\$200 plus \$25/lot	\$100	
Final Plat Revision including PUD (Staff Level)	\$100	N/A	
Preliminary Subdivision Plat Extension	\$100	N/A	
Bond and Agreement Review	\$100	N/A	
Exchange of Property	\$100	\$100 if over	
Combination of Lots	\$100 plus \$25/lot each original lot	\$400 if over 2 acres	
Site Plan (Public Hearing)	\$400	\$100	
Site Plan (Staff Level)	\$200	N/A	
Paving Waiver	\$100	\$100	
Parking Waiver	\$100	\$100	
Revocation	\$200	\$100	
Wireless Tower Site Plan	\$400	\$100	
Reasonable Accommodation for Group Home	N/A	N/A	
Mobile Home Park	\$500 plus \$25/lot	\$100	
Major Street Plan Amendment	\$500	\$100	
Planned Unit Development Concept Plan	\$500 plus \$100/acre over 20 acres	\$100	
Planned Unit Development Final Development Plan	\$300	\$100	
Small Planned Unit Development	\$500 plus \$100/acre over 2.5 acres	\$100	
Street Name Change	\$200 plus \$3 for each Abutting Property Owner	\$100	
Major Street Setback Reduction	\$100	N/A	
Conditional Use Permit	\$400 plus \$75/acre after first acre	\$100	
UDC Text Amendment	\$500	\$100	
Enterprise Zone	\$100	N/A	
Demolition or Relocation	\$200	\$100	
Opinion of Appropriateness	\$50	N/A	
Certificate of Appropriateness	\$100	\$100	
Local Landmark/District Designation	\$100/\$500	\$100	
TND General Implementation Plan	\$3000 plus \$100/acre over 50 acres	\$100	
TND Specific Implementation Plan	\$1,000	\$100	
Final TND Major Site Change	\$1,000	\$100	
Final TND Major Use Change	\$1,000	\$100	
Final TND Minor Change	\$500	N/A	
Misc. Hourly Rate	\$150.00		

\*Association Fees are 1.5% of the processing fees only since the AD Fees are direct costs

Augmentation Service Specifics for Zoning Enforcement

Site Inspections	\$85.00 each visit	\$175.00 each visit
Setback Checks	\$110.00 each	\$250.00 each visit
Accessory Use Checks	\$85.00 each visit	\$175.000 each visit
Landscape / Screening	\$85.00 each visit	\$150.00 each visit
Signs / Billboards	\$65.00 each visit	\$125.00 each visit
Political Sign Removal	\$15.00 each sign	\$15.00 each sign



## ATTACHMENT H

### PROPERTY MAINTENANCE SERVICE AND FEES

#### 1.0 – Property Maintenance Inspections

IBTS will provide the inspections for the Jurisdiction to enforce the Jurisdiction's Property Maintenance ordinance. IBTS Property Maintenance Inspectors and Certified Building Officials will conduct the inspections, as authorized by the Jurisdiction, and provide the inspection results, along with any required documented evidence and/or pictures as necessary to identify the violation clearly and effectively.

As a summary, here is a list of inspections to be provided in this project:

- Unsafe Structures & Equipment
- Emergency Measures
- Demolition
- Rental Properties
- Vacant Structures
- Vacant Overgrown Land
- Nuisance
- Property Inspections
- 10" or higher weeds
- Unimproved lots with weeds higher than 36"
- Rodent Harborage
- Abandoned Vehicle (Forwards to police)
- Swimming Pools
- Exterior Structure
- Interior Structure
- Rubbish & Garbage
- Extermination / Infestations
- Light / Ventilation
- Occupancy Limitations
- Required Facilities
- Toilet Rooms
- Plumbing Systems
- Water Systems
- Sanitary Drainage
- Heating Facilities
- Mechanical Equipment
- Nuisance Inspection
- Electrical Facilities / Equipment
- Duct Systems
- Means of Egress
- Fire Resistance
- Fire Protection

## **2.0 – Property Maintenance Documentation**

IBTS will coordinate with the Jurisdiction officials including but not limited to the Jurisdiction Attorney, the Jurisdiction Fire Chief and the Jurisdiction Chief of Police on the development, approval and implementation of all the necessary forms, documentation and notices required by this effort. Citation forms will be compiled onto one common form where applicable. IBTS will coordinate with the Jurisdiction upon developing these forms, documents and notices in order to keep the number of required forms to a minimum for printing efficiency.

## **3.0 – Jurisdiction Responsibility**

The Jurisdiction will incur all costs associated with printing, supplying and distributing of all of the necessary forms, documentation and notices required for enforcement by this effort. IBTS will provide the necessary forms, documents and notices in electronic format suitable for printing.

If needed, the Jurisdiction Police Department Police Chief, in coordination with the Mayor and Jurisdiction Council, will appoint IBTS as an officer charged with one duty only; the issuing Notices of Violation to vehicles for property maintenance violations.

Ordinances will be passed and fee schedules adopted by the Jurisdiction in order to pay for services rendered by IBTS. The Jurisdiction agrees to adopt a line item budget to pay for these services and it will be Jurisdiction's responsibility to recoup any associated costs from the citizens for services. IBTS staff will monitor the budget and ensure that services do not exceed the approved budgeted amount.

IBTS will provide the necessary field inspections and documentation of violations. The Jurisdiction will be responsible for any necessary court actions, injunctive reliefs and other measures needed to bring about compliance.

## **4.0 – Program Manager**

The Jurisdiction Program Manager will initiate coordination efforts for structures, vehicles, equipment and property inspections. The Program Manager will authorize IBTS to conduct the inspections after a review of each complaint filed is completed to verify it is not a nuisance complaint. This type of coordination will prevent the Jurisdiction from accruing inspection charges for complaints that are not valid. This will enable the Jurisdiction to better handle citizen disputes rather than starting and completing a case management file for a non-valid complaint.

As required, coordination between IBTS and the Jurisdiction Police Department will occur once the vehicle in question has been determined to exist. Once the VIN number is obtained, IBTS will obtain the required owner information so that the citation may be completed and the appropriate notice sent to the vehicle owner and if necessary, the property owner. This documentation will be copied to the Jurisdiction as well as the Jurisdiction Police Department for enforcement and authorization of towing, as necessary.

5.0 – Fees

INSPECTION FEE SCHEDULE				
ITEM	1ST INSPECTION	2ND INSPECTION	Association Fees	
Equipment Violation	\$25.00	\$35.00	1.5% of Processing Fee Only  See Master Agreement for further details	
1 & 2 Family Structure Exterior	\$75.00	\$100.00		
Unsafe Residential Structure	\$100.00	\$125.00		
Unsafe Commercial Structure	\$250.00	\$275.00		
Unsafe Equipment	\$40.00	\$90.00		
Unlawful Structure	\$500.00	\$650.00		
Structure Closer	\$50.00	\$75.00		
Prohibited Occupancy	\$500.00	\$650.00		
Imminent Danger	\$75.00	\$100.00		
Demolition	\$150.00	\$300.00		
Rental Apartment Inspections / Apt	\$50.00	\$85.00		
Rental 1 & 2 Family Dwelling / Unit	\$80.00	\$125.00		
Multiple Apartment Inspection / Apt	\$50.00	\$85.00		
Commercial Structure Violation	\$100.00	\$150.00		
Nuisance	\$50.00	\$65.00		
Exterior Property	\$25.00	\$50.00		
Motorized Vehicle	\$50.00	\$100.00		
Residential Swimming Pool	\$50.00	\$75.00		
Commercial Swimming Pool	\$100.00	\$150.00		
Porch, Stairs, Decks, Balconies, Handrails, Guards, Windows	\$40.00	\$90.00		
Structure Interior - Residential	\$40.00	\$90.00		
Structure Interior - Commercial	\$75.00	\$125.00		
Rubbish Garbage	\$25.00	\$50.00		
Infestation	\$40.00	\$90.00		
High grass, Weeds	\$35.00	\$50.00		
MISCELLANEOUS FEE SCHEDULE				
ITEM	FEES			
Court Appearances – Testimony	\$90.00 per hour, plus travel costs			
Residential Property Owner Research	\$15.00 each			
Commercial Property Owner Research	\$25.00 each			
Hourly Rate	\$100 per hour			



## ATTACHMENT I

### DEPARTMENT FEASIBILITY STUDY SERVICES AND FEES

IBTS will work closely with each Jurisdiction to establish exactly the scope and scale of each feasibility to be conducted. Due to the vast differences within each Jurisdiction and each department, the below services are intended to offer a high level view of the approach. Each Feasibility Study will be custom designed for the exact needs and goals of each Jurisdiction.

#### **1.0 Offsite Surveys, Research & Documentation**

IBTS will conduct off-site surveys and assessments with the Jurisdiction. Offsite surveys will be developed and conducted as self-assessment surveys and questionnaires delivered in hardcopy or electronic data. Jurisdictions will be responsible for timely completion of the surveys to ensure efficient data collection and response.

Research will be conducted by IBTS and ICMA in the form of analyzing websites, hard copies of public bulletins, conduct blind customer calls to assess customer services and other non-contact type of reviews to collect data and begin structuring the study. This data and key elements obtained thru certain documents will enable efficient and thorough onsite interviews.

From this data, IBTS will conduct preliminary analysis of the data and establish process flow diagrams, organizational charts, swim lane process charting and other visual aids. IBTS will present these visual aids to give the Jurisdiction and accurate view of how their customers view their processes and potentially identify areas of improvements and gains to efficiencies.

A component of the surveys will be to establish what software packages are be used within the Jurisdiction. IBTS will coordinate with the Jurisdiction's I.T. department and or staff that use the software to identify systems used to determine the availability, options and costs to upgrade and or migrate to other software systems; it will also be used to review the potential to integrate existing systems

#### **2.0 Onsite Interviews**

Onsite interviews will be scheduled as the offsite research is being finalized. IBTS will provide the necessary staff with the experience and governance understanding so that all of the onsite interviews will be conducted in a single week. The Jurisdiction agrees to ensure that all necessary staff are available to work with each IBTS interviewer so that complete, thorough and efficient site interviews are accomplished. A listing of tasks to be accomplished is shown in 5.0 Project Tasks.

IBTS will visit and work in detail with each department, on a one-on-one basis. IBTS interviewers will work with entry level staff first, and then work through the process to supervisors, managers and department heads. This will give a clear view of the customer's experience as they typically engage entry level staff first.



### **3.0 Analysis and Recommendations**

IBTS will analyze all the data and develop a full report of the feasibility study conducted. IBTS analysis will take into consideration staff levels, budgets, available resources, geographical issues, political concerns, workload levels, hardware and software systems and other critical process components such as facilities layout and physical process flow. At a minimum, IBTS will analyze the following:

- Process flow and controls
- Department management
- Regulations and ordinances
- Budgets, revenue and other direct costs
- Customer service levels
- Sustainability
- Staff levels and resources
- Department interactions & approvals

Once the analysis have been completed, IBTS will then prepare, publish and present a full Feasibility Study Report with recommendations on areas that citizen experience can be improved as well as providing the Jurisdiction with a detailed approach to best practices for efficiencies tailored specific to each department. The recommendations will clearly identify areas of gain and will include but not be limited to:

- Cost savings
- Service levels
- Customer satisfaction
- Staffing options
- Risk reduction
- Environmental impacts
- Compliance
- Quality Assurance

### **4.0 Report and Presentation**

IBTS will report and oral present the Feasibility Study Report. The report will be broken down into two, individual reports. The first is the Recommendations Report which will contain all the recommendations for the scope and goals outlined, while the second report, the Data Report, will contain all the data collected during the entire study.

IBTS will prepare full color, easy to read reports. The report recommendations will be fully supported and referenced for use and discussions by the Jurisdiction and each department. At the presentation of the reports, IBTS will provide one hardcopy of the Recommendations Report to each department head, City Manager and Mayor. Only one hardcopy of the Data Report will be provided at the presentation due to the fact that the report is typically very large. However, IBTS will provide five jump drives with all reports, data, posters, presentations and other documents used during the feasibility study, as well as during the presentation.



The Recommendations Report will include an Executive Summary of all the departments and will contain the recommendations on the state scope of services. This report will provide details on the recommended methods and approaches to implement the gains and efficiencies studied. IBTS will use this report as the basis to conduct the oral and visual PowerPoint presentation with the Jurisdiction.

The Recommendations Report will also include recommendations on a department-by-department case for any ancillary services that may be requested in the study. IBTS will demonstrate the best practices for the study even though only two or three departments may need improvements.

The Data Report will be largest of all the reports and will contain all the data collected, analysis, maps, diagrams, flow charts, pictures, forms and other hardcopy evidence that supports the Recommendations Report. This report will be arranged by department for easy reference, and each department's data will be further organized in the same manner.

### 5.0 Project Tasks

IBTS will complete the below tasks, as needed by each Jurisdiction, throughout all stages of the study. Additional tasks can be included to the study as agreed upon by IBTS and the Jurisdiction. The tasks are listed by their technical/administrative description, even though many will be studied individually, as sub-tasks and even component sets, all tasks will be studied, analyzed and reported on.

- Department Management
- Administration & Documentation
- Permitting & Permits
- Technology, Hardware and Software

### 6.0 DEPARTMENT FEASIBILITY STUDY FEES

Consultant	Fees,	per	man,	per
hour.....				
				\$100.00*
	<i>project maximum fees will be provided after initial consultation</i>			

\*Total project fees will be provided after an initial consultation and survey with the Jurisdiction. A complete Technical Proposal will the maximum project fees, timelines and scope of services will be developed for jurisdictional approval before services begin.

\*All services will utilize the above negotiated, professional services fee rate to develop the maximum project costs.

**NEW  
BUSINESS**



A



Adrian Chamber of Commerce  
PO Box 303  
Adrian, Mo 64720  
816-297-0004



Dear Chamber member,

I want to thank you for supporting your local Adrian Missouri Chamber of Commerce. We have a wonderful and unique small town that is very supportive of small businesses and the chamber plays a large roll in that. A few things that the chamber is responsible for is...

- Our annual banquet recognizing businesses and individuals around the community that go above and beyond for that year
- Business Expo held out at the optimist building each spring to recognize all our local businesses. A discount for booth space is given to chamber members at this event
- Advertising for the City-Wide garage sale held each summer
- Adrian Fall Festival held at Frontier Village full of lots of free family activities, craft vendors, food trucks, and a car show. Members can get a free spot to sell/advertise their business.
- Christmas Parade held the Saturday following Thanksgiving giving a debut to Santa down Main Street and ending out at hot chocolate night at Frontier Village
- Access to the information board located at the intersection of Old 71 & 18 Highway to share any information about your business. This is free and only available to chamber members.
- Information shared on our Facebook page
- Monthly business spotlights in the newspaper
- Welcome bags to new residents of Adrian
- Ribbon Cutting and help with advertising when opening your business to the public
- Listing of your business on the Chamber of Commerce web site with a link directly to your business page
- Support from other small business owners who understand the ups & downs of trying to run a successful business in today's day & age. We are here to support each other!

We are blessed to have a community full of people who support each other so strongly. We may be small in numbers but we are mighty in power! Your membership keeps our chamber going strong to continue helping small businesses thrive and to continue events that bring commerce into the city of Adrian, Mo. It might not be a huge amount of money but it goes right back into our community and keeps our chamber going. Annual dues are \$50

Just to explain a few things a little farther....

**BANNERS:** We have banners that are visible from the light poles as you enter into our city and travel down main street. Each one of these banners is sponsored by a business with the business name listed below. A new banner is \$100 and each year after that is \$50 to renew.

**CHAMBER BUCKS:** We have what we refer to as "chamber bucks" that circulates around our city and can only be spent within Adrian in order to encourage commerce to remain in our city. They are gift certificates that can be purchased at Adrian Bank, Citizens Bank or Yoss Thriftway. When someone give this to you, as a business owner in exchange for payment, you accept it and deposit it as a check at either of the banks here in Adrian. You are out zero dollars to accept these and the only thing it will cost you is the hassle of endorsing and depositing them into the bank. They can be purchased by ANYONE and especially around the holidays they are great gifts to give any age. They are also handed out to "student of the month" at Adrian School and for prizes at events around town. We will be handing out a list each time these are sold so please let us know if you would like your business name to be included on that list.

**WELCOME BAGS:** Each time a new resident moves to Adrian, the first thing they have to do is have their water turned on. We would like to have a welcome bag that we hand to them with information about events around the city throughout the year and any information from local businesses. This can anything from a simple business card to a coupon to a free small item with your information on it. It is completely up to you how you would like to represent your business in this and as long as it fits in the bag, we can most likely make it work. Please let us know if you are interested in this.

- Yes, I would like to be added to the list of businesses of who accept chamber bucks. This list will be handed to each individual who purchases chamber bucks in order to know where they can spend their money.


Please list my business as such: \_\_\_\_\_

- I want to donate items to the "welcome bags" that are handed out to new residents in Adrian.
- This will be dropped off with Jennifer Cassaday at Byrd's Pecan Delights
  - I would like for someone to contact me for a pickup of my items



Adrian Chamber of Commerce

Adrian Chamber Bucks were established several years ago as an incentive for Adrian Citizens to shop locally. The main purpose of the chamber bucks program was to encourage our members to participate in the Chamber, therefore when the chamber bucks are sold, they would be included in the list of businesses that accept chamber bucks. The Chamber bucks may be purchased at the Adrian Bank, Citizen's Bank or at Yoss Thriftway. They can be redeemed at any of our Chamber members retail businesses except for Cash purchases. These are not redeemable for cash.

<b>Gift Certificate</b>		<b>NOT REDEEMABLE FOR CASH</b>	<b>Nº 001004</b>
THIS CERTIFICATE ENTITLES _____			DATE _____
TO A GIFT VALUED AT _____	<b>VOID</b>		\$ _____
THIS GIFT PRESENTED BY _____			
	<b>ADRIAN CHAMBER OF COMMERCE</b> P.O. Box 303 ADRIAN, MO 64720	<b>EXPIRES</b> _____	_____
(Redeemable at any Chamber Member Merchant)		<b>AUTHORIZED SIGNATURE</b>	



**B**



C

October 2022

#### NOTICE TO POLITICAL SUBDIVISIONS:

Filings for the April 4, 2023 election will open on December 6, 2022 and close on December 27, 2022. **You need to comply with RSMo Section 115.127.5, which requires you to notify the general public of the candidate filing opening and closing dates, the office or offices to be filled and the proper place for filing. Such notification must be accomplished by a LEGAL NOTICE published in at least one newspaper (Rich Hill Mining Review or Cass County Tribune) of general circulation prior to the first day of candidate filing. You should also post this on your website if applicable and post paper notices within your political subdivision.**

This is especially important for those nonpartisan elections in political subdivisions, which under Section 115.124, do not have an election, if the number of candidates filing is the same as the number of positions to be filled. Section 115.124 also states, and no ballot measure is placed on the ballot. This change requires that if you have a ballot measure **AND** the number of candidates filing is the same as the number of positions to be filled you **WILL** hold an election with the ballot measure and the candidates on the ballot.

You are to have your **sample ballot or candidate listing ONLY** (please include address, cell phone number, and e-mail address of candidate) turned in to the County Clerk's office by January 24, 2023. You may email the sample ballot or candidate listing to [bates@sos.mo.gov](mailto:bates@sos.mo.gov). The political subdivision keeps all other required forms. We will not accept listings over the phone. Be sure to list names for an office in the order in which they filed.

#### **LAW EFFECTING CITIES, TOWNS, AND VILLAGES WITH A POPULATION UNDER 2,000:**

115.124 provides cities, towns, and villages with a population under 2,000 the option of not holding elections when the number of filed candidates equals the number of positions available. To utilize this provision, cities must first receive voter approval. I would suggest putting this on the April ballot if you have not already done this. Once the proposal is approved the city, town, or village will be able to conduct non- elections for six calendar years immediately following the approval. Responsibility lies with the political subdivision to comply with this once it is approved by voters.

#### **ALL CANDIDATES FOR OFFICE MUST FILE MISSOURI DEPARTMENT OF REVENUE FORM 5120: (Missouri Statutes 115.306.1 and 115.306.2)**

CANDIDATES ARE RESPONSIBLE TO HAVE THE FORM NOTARIZED AND MAIL THE FORM TO THE MISSOURI DEPARTMENT OF REVENUE. A notary is available in the County Clerk's office during regular office hours. The candidate can bring the unsigned form to us and we will notarize it for no charge. I have included the 5120 forms.



**D**

## HAY GROUND LEASE

THIS LEASE is made as of the 1<sup>st</sup> day of April, 2019 (the "Effective Date"), between CITY OF ADRIAN, MISSOURI, (sometimes hereinafter referred to as the "Landlord"), and whose mailing address is City Hall, P O Box 246, Adrian, Missouri 64720, and Adam Woodward, (sometimes hereinafter individually and jointly referred to as "Tenant"), and whose principal place of residence and mailing address is 14464 NE State Route KK, Adrian, MO 64720, who hereby agree as follows:

1. **Premises.** Subject to the covenants and conditions of this Lease, Landlord leases to Tenant, and Tenant leases from Landlord, the premises comprised of : (a) unimproved hay ground comprising approximately 30 acres, (said premises are hereinafter collectively referred to as the "Premises"), and is shown is Exhibit 1 Map, attached hereto and incorporated herein by this reference, together with the right of ingress and egress thereto.
2. **Term of Lease.** The term of this Lease shall be for a period of three (3) years, commencing on April 1, 2019 and ending on March 30, 2022.
3. **Rent.** Tenant shall pay the Landlord as rent for the use and possession of the Premises the aggregate sum of Three Thousand Six Hundred Dollars and No cents (\$3,600.00) payable as follows:
  - (a) The sum of \$600.00 at the execution of this Lease;
  - (b) The sum of \$600.00 on or before August 1, 2019;
  - (c) The sum of \$600.00 on or before April 1, 2020;
  - (d) The sum of \$600.00 on or before August 1, 2020;
  - (e) The sum of \$600.00 on or before April 1, 2021; and
  - (f) The sum of \$600.00 on or before August 1, 2021
4. **Use of Premises and Operation on Premises.** The Premises shall be used solely and exclusively by Tenant for the purpose of planting, growing, and harvesting hay. The Premises shall not be used for any other purpose without Landlord's prior express written consent.
5. **Payment of Utilities.** During the Term of this Lease, Tenant shall pay all charges for the furnishing of utilities used or consumed by Tenant on the Premises, if any.
6. **Waste or Nuisance.** During the Term of this Lease, Tenant shall not (a) commit or permit the commission by others of any waste on the Premises, (b) maintain, commit or permit the maintenance or commission of any nuisance on the Premises; or (c) use or permit the use of the Premises for any unlawful purpose.
7. **Application of Fertilizer.** During the Term of this Lease, Tenant shall, at his sole cost and expense, apply 30-30-30 fertilizer to the Premises, and spray fence rows for sprouts and noxious weeds.

8. **Maintenance.** During the Terms of this Lease, Tenant shall, at his expense, keep and maintain the Premises, all improvements thereon, including, but not limited to, mowing and cutting vegetation, and maintaining, all facilities appurtenant thereto in good order and repair and in a safe and clean condition. During the Term of this Lease, Landlord shall be under no obligation, and will not be liable for any failure to refusal, to maintain the Premises, or to make any repairs or replacement to the Premises, or any component thereof.

9. **Alteration and Liens.** During the Term of this Lease, Tenant shall not, without Landlord's prior written consent, make, or permit any other person to make, any alteration to the Premises, or to any improvement thereon or facility appurtenant thereto. Tenant shall keep the Premises free and clear from all liens, claims, and demands for work performed, materials furnished, or operations conducted thereon by Tenant or at his request.

10. **Inspection by Landlord.** During the Term of this Lease, Tenant shall permit Landlord, or its agents, representatives, or employees to enter the Premises at all reasonable times in order to inspect the Premises to determine whether Tenant is complying with the terms of this Lease, and to do all other lawful acts that are necessary to protect Landlord's interest in the Premises.

11. **Acceptance by Tenant.** Tenant accepts the Premises, as well as the improvement thereon and the facilities appurtenant thereto, in their present condition. Tenant warrants and represents to Landlord that Tenant has inspected the Premises, that Tenant has been assured by means independent of Landlord or Landlord's agents of the truth of all facts material to this Lease, and that Tenant is leasing the Premises as a result of his inspection and investigation and not of any representations made by Landlord or its agents.

12. **Hold Harmless.** Tenant shall indemnify and hold Landlord and its property, including the Premises, free and harmless from all claims, liability, loss, damage, or expense resulting from Tenant's occupation and use of the Premises, including, without limitation, any claim, liability, loss or damage arising by reason of:

(a) An injury to person or property, from whatever cause, while in or on the Premises or in any way connected with the Premises or with the improvements or personal property therein or thereon, including any liability for injury to the person or personal property of Tenant or his agents, officers, or employees;

(b) Any work performed on the Premises or materials furnished to the Premises by or at the request of tenant or his agents or employees;

(c) Any failure by Tenant to perform any provisions of this Lease or to comply with any requirement imposed on him or on the Premises by any duly authorized governmental agency or political subdivision; or



(d) Any failure or inability by Tenant to pay as they become due any obligation incurred by him in conducting his agricultural or other operations on the Premises.

13. **Subleasing, assigning, and hunting.** Tenants shall not, without Landlord's prior written consent encumber, assign, or otherwise transfer this Lease, or any right or interest herein in the Premises, or any existing or future improvement constructed or installed thereon; or sublet all or part of the Premises or allow any persons other than Tenant's agents, family, and employees to occupy or use all or part thereof. A consent by Landlord to one assignment, subletting, occupation, or use by another person shall not be deemed a consent to any other assignment, subletting, occupation or use. Any encumbrance, assignment, transfer, or subletting, whether voluntary or involuntary (by operation of law or otherwise), without Landlord's prior written consent, shall be void and shall entitle Landlord to terminate this Lease. Tenant also may not permit hunting on said land without written consent from Landlord.

14. **Abandonment by Tenant.** If Tenant breaches this Lease and abandons the Premises before the end of the Lease Term, Landlord may:

(a) Continue this Lease in effect by not terminating Tenant's right to possession of the Premises. In that event, Landlord may enforce all its rights and remedies under this Lease, including the right to recover the specified rent as it becomes due; or

(b) Terminate this Lease and recover from Tenant an amount necessary to compensate Landlord for all detriment proximately caused by Tenant's failure to perform his obligations under this Lease.

15. **Default and Remedies.** In the event: (a) Tenant fails to comply with any term, provision, condition or covenant of this Lease; (b) Tenant deserts or vacates the Premises; (c) any petition is filed by or against Tenant under any section or chapter of the Federal Bankruptcy Act, as amended, or under any similar law or statute of the United States or any state thereof; (d) Tenant becomes insolvent or makes a transfer in fraud of creditors; (e) Tenant makes an assignment for benefit of creditors; or (f) a receiver is appointed for Tenant or any of the assets of Tenant, then in any of such events, Tenant shall be in default and Landlord shall have the option to do any one or more of the following upon five (5) days prior written notice, excepting the payment of rent or additional rent for which no demand or notice shall be necessary, in addition to and not in limitation of any other remedy permitted by law, to enter upon the Premises either with or without process of law, and to expel, remove and put out tenant or any other persons who might be thereon, together with all personal property found therein; and, Landlord may terminate this Lease or it may from time to time, without terminating this Lease, rent said Premises or any part thereof for such term or terms (which may be for a term extending beyond the Term) and at such rental or rentals and upon such other terms and conditions as Landlord in its sole discretion may deem advisable, with the right to repair, renovate, reclaim, restore, alter and change said Premises. At the option of Landlord, rents received by Landlord from such reletting shall be applied first to the payment of any indebtedness from Tenant to Landlord other than rent and additional rent due hereunder;



second, to payment of any costs and expenses of such reletting, including, but not limited to, attorney's fees, advertising fees and brokerage fees, and to the payment of any repairs, renovation, reclamation, restoration, alterations and changes in the Premises; third, to the payment of rent and additional rent due and payable hereunder and interest thereon; and if after applying said rentals there is any deficiency in the rent and additional rent and interest to be paid by Tenant under this Lease, Tenant shall pay any such deficiency to Landlord and such deficiency shall be calculated and collected by Landlord monthly. No such re-entry or taking possession of said Premises shall be construed as an election of Landlord's part to terminate this Lease unless a written notice of such intention be given to Tenant. Notwithstanding any such reletting without termination, Landlord may at any time thereafter elect to terminate this Lease for such previous breach and default. Should Landlord at any time terminate this Lease by reason of any default, in addition to any other remedy it may have, it may recover from Tenant the worth at the time of such termination of excess of the amount of rent and additional rent reserved in this Lease for the balance of the Term over the then reasonable rental value of the Premises for the same period. Landlord shall have the right and remedy to seek redress in the courts at any time to correct or remedy any default of Tenant by injunction or otherwise, without such resulting or being deemed a termination of this Lease, and Landlord, whether this Lease has been or is terminated or not, shall have the absolute right to court action or otherwise collect any and all amounts of unpaid rent or unpaid additional rent or any other sums due from the Tenant to Landlord under this Lease which were or are unpaid at the date of termination. In case it should be necessary for Landlord to bring any action under this Lease, to consult or place said Lease or any amount payable by Tenant hereunder with an attorney concerning or for the enforcement of any or Landlord's rights hereunder, then Tenant agrees in each and any such case to pay to Landlord, Landlord's reasonable attorney's fees.

16. **Insolvency of Tenant.** If Tenant shall become insolvent, this Lease shall terminate and Landlord may reenter and regain possession of the Premises. Tenant shall be deemed insolvent if a receiver is appointed to take possession of all or substantially all of his property, Tenant makes a general assignment for the benefit of creditors, or Tenant is adjudicated as bankrupt under the Bankruptcy Act.

17. **Holding Over.** In the event Tenant remains in possession of the Premises after the expiration or termination of the term, and without the execution of a new lease, Tenant at the option of Landlord, shall be deemed to be occupying the Premises as a Tenant from month to month at the rental fee regularly due during the term of the Lease, plus a monthly \$250.00 surcharge, plus all other sums due under this Lease and subject to all other provisions and obligations of the Lease that are applicable to a month-to-month tenancy. The holding over period may be canceled by Landlord upon thirty (30) days notice to Tenant.

18. **Attorney Fees.** If either Landlord or Tenant shall bring any action against the other party hereto concerning the Premises, this Lease, or their respective rights and duties under this Lease, the prevailing party shall be entitled to recover its reasonable attorney's fees from the other party in addition to any other relief granted.



19. **Notices.** Except as otherwise expressly provided by law, any notices required or permitted to be given in connection with the execution of any performance under this Agreement must be in writing and shall be deemed to have been sufficiently given or served for all purposes when either (a) personally delivered to the recipient at the address described below with a written receipt confirmed to the Party designated to receive such notice, demand or communication, or additional addresses as any Party might designate by written notice to the other Party, if (b) either (i) mailed by certified U.S. Mail, postage and charges prepaid, return receipt requested; or (ii) sent by a nationally recognized overnight courier.

If to the Landlord:

City of Adrian  
City Hall  
16 East 5<sup>th</sup> Street  
P O Box 246  
Adrian, Missouri 64720

If to the Tenant:

Adam Woodward  
14464 NE State Route KK  
Adrian, Missouri 64720

20. **Binding Effect; Nonassignment.** This Lease shall be binding upon and inure to the benefits of both parties and their respective heirs, executors, administrators, successors and assigns. However, nothing herein shall be construed as Landlord's consent to any assignment of this lease or any interest herein by Tenant except as provided in paragraph 13 hereof.

21. **No Storage, Use or Disposition of Toxic or Hazardous Materials by Tenant.** Tenant shall not store, use or dispose of any toxic or hazardous materials in, on or about the Premises during the Term of this Lease without the prior written consent of Landlord. Tenant, at its sole cost, will comply with all laws relating to Tenant's storage, use and disposal of hazardous or toxic materials. Tenant shall be solely responsible for and will defend, indemnify and hold Landlord its agents and employees, harmless from and against all claims, costs and liabilities, including attorney's fees and costs, arising out of or in connection with the removal, clean-up and restoration work and materials necessary to return the Premises, and any other property of whatever nature located on the Premises, to their condition existing prior to the appearance of toxic or hazardous materials on the Premises. Tenant's obligation under this paragraph will survive the termination of this Lease.

22. **Legal Requirements.** During the Term of this Lease, Tenant shall comply with all laws, orders, ordinances, and other public requirements now or hereafter affecting the Premises or the use thereof, including without limitation EPA, ADA, OSHA and like requirements, and indemnify, defend and hold Landlord harmless from expense or damage resulting from failure to do so.

23. **Time of Essence.** Time is of the essence of this Lease.

24. **Non-waiver.** Landlord's waiver of any breach of any provision of this Lease shall not constitute a continuing waiver or waiver of any subsequent breach by Tenant of either the same or any other provision hereof.

25. **Personal Property.** Landlord shall not be liable for any loss or damages to any equipment, merchandise goods, fixtures, improvements or personal property of Tenant in or about the Premises, regardless of the cause of such loss or damage.

26. **Force Majeure Clause.** In the event Landlord is prevented or delayed in the performance of any of its covenants or obligation hereunder by circumstances beyond its control (including but not limited to governmental regulations or prohibitions) such delay or nonperformance shall not be deemed a default hereunder and shall be deemed waived and accepted by Tenant.

27. **Eminent Domain.** If the whole of the Premises shall be taken or condemned, or purchased in lieu thereof, by any government authority for any public or quasi-public use or purpose, then, in that event, the term of this Lease shall cease and terminate from the time when the possession shall be required for such use or purpose. The Rental fee shall in such case be apportioned to the date when the possession shall be required. Landlord and Tenant hereby agree that any award of proceeds resulting from a condemnation or sale in lieu thereof of the whole or part of the Premises shall belong solely to Landlord, and Tenant hereby waives any right to make any claim therefore as the result of this Lease. In the event of a partial taking only of the Premises, Landlord shall notify Tenants in writing and Tenant shall have the option to cancel this Lease, by giving Landlord written notice within twenty (20) day after receipt of such notice from Landlord; provided the balance of the Premises remaining cannot be suitably use by Tenant for its purposes heretofore stated. If Tenant is entitled to exercise said option to cancel and does so, then such canceling shall be effective and the Rental fee shall in such case be apportioned to the date when the possession shall be required. In the event Tenant is not entitled to cancel the lease or, if it is entitled to do so, but does not exercise its option, then Tenant will be responsible for the Rental fee apportioned to the date when the possession shall be required.

28. **Governing Law.** This Lease shall be construed in accordance with and governed by the laws of the State of Missouri.

29. **Counterparts.** This Lease may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.

30. **Entire Agreement.** This Lease constitutes the sole agreement between parties with regard to the subject matter hereof and supersedes all prior understandings or agreements between the parties relative thereto.

**EXHIBIT 2**



IN WITNESS THEREOF, said parties hereunto subscribe their names. Executed in three (3) counterparts.

Landlord

Tenant

CITY OF ADRIAN, MISSOURI

Adam Woodward  
ADAM WOODWARD

By: Hershel Cole  
HERSHEL COLE, MAYOR

ATTEST:

By: Melisa Newkirk  
MELISA NEWKIRK, CITY CLERK



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*See 8T41N R31W*



**CITY OF ADRIAN  
LEASE AGREEMENT FOR PASTURE**

**THIS AGREEMENT**, entered in to this 11<sup>th</sup> day of March, 2019, between the City of Adrian, Missouri, a Missouri municipal corporation, referred to hereinafter as the "City", with a mailing address of P.O. Box 246, Adrian, Missouri, 64720, and Adam Woodward, an individual/corporation/LLC (chose one), referred to hereinafter as the "Tenant," with a mailing address of 14464 NE State Route KK, Adrian, MO 64720, do hereby agree as follows:

1. **Premises.** Subject to the covenants and conditions of this Agreement, City agrees to lease to Tenant, and Tenant agrees to lease from City, the premises comprised of: (a) unimproved pasture land comprising approximately sixty-five (65) acres (referred to hereinafter as the "Premises"), which are legally described on **Exhibit 1**, which is attached hereto and incorporated herein by reference, together with the right of ingress and egress thereto.
2. **Term of Agreement.** The term of this Agreement (the "Term") shall be for a period of three (3) years, commencing on April 1, 2019 (the "Effective Date"), and ending on March 30, 2022 (the "Termination Date").
3. **Rent.** Tenant shall remit to the City rental payments for the use and possession of the Premises. Tenant shall remit the aggregate sum of \$13,650.00 for the total Term. Payments from the Tenant to the City shall be made as outlined on **Exhibit 2**, the payment schedule, which is attached hereto and incorporated herein by reference.
4. **Use of Premises.** The Premises shall be used solely and exclusively by the Tenant for the purpose of planting, growing, and harvesting hay, and for the grazing of livestock. The Premises shall not be used for any other purpose without the City's prior express written consent.
5. **Payment of Utilities.** The Tenant shall be responsible for any and all charges for the furnishing and use of utilities on the Premises.
6. **Unlawful Purposes.** The Tenant shall not maintain or permit any nuisance to occur on the Premises; or use or permit the use of the Premises for any unlawful purpose.
7. **Application of Fertilizer.** The Tenant shall, at the Tenant's sole cost and expense, apply 30-30-30 fertilizer to the Premises, and spray fence rows for sprouts and noxious weeds.
8. **Maintenance.** The Tenant shall, at the Tenant's sole cost and expense, keep and maintain the Premises and all improvements thereon, including but not limited to all fences, facilities, and appurtenances, by any means reasonably necessary. The City shall be under no obligation, and shall not be liable for the failure or refusal, to maintain the Premises or to make any repairs or replacements to the Premises, including any improvements thereon.

9. **Alterations and Liens.** The Tenant shall not make, or permit any other person to make, any alterations to the Premises or any improvements thereon, without the City's express written consent. The Tenant shall keep the Premises free and clear from all liens, claims, and demands for work performed, materials furnished, or operations conducted thereon by the Tenant, any agent of the Tenant, or at the Tenant's request.

10. **Inspection by the City.** The Tenant shall permit the City, including any agents, representatives, or employees of the City, to enter the Premises at all reasonable times in order to inspect the Premises and confirm that the Tenant is complying with the terms of this Agreement, as well as to perform all other lawful acts that are necessary to protect City's interest in the Premises.

11. **Acceptance by the Tenant.** The Tenant accepts the Premises, as well as any improvements thereon, including any and all facilities and appurtenances, in their present condition. The Tenant warrants and represents to the City that the Tenant has inspected the Premises and that the Tenant is leasing the Premises as a result of said inspection and investigation, and not as a result of any representations made by the City or its agents.

12. **Indemnification.** The Tenant shall indemnify and hold harmless the City, including any agents, representatives, or employees of the City, from an and all claims, liability, loss, damage, or expense resulting from the Tenant's lease and use of the Premises, including, without limitation, any claim, liability, loss, or damage arising out of:

(a) Any injury or damage to person or property occurring while in or on the Premises, or in any way connected with the Premises, including any and all facilities and appurtenances thereon, including any liability for injury or damage the Tenant, including the Tenant's agents, employees, and personal property; and

(b) Any work performed on the Premises or materials furnished to the Premises by or at the request of the Tenant, including the Tenant's agents and employees; and

(c) Any failure by the Tenant to perform or comply with any provisions of this Agreement or the requirements of any duly authorized governmental agency or political subdivision; and

(d) Any failure or inability by the Tenant to pay any obligation incurred by the Tenant related to the use of the Premises.

13. **Subleasing, Assignment, and Hunting.** The Tenant shall not, without The City's prior written consent, sublet, assign, or otherwise transfer any rights under this Agreement, including any right or interest in the Premises, or any existing or future improvement constructed or installed thereon. Any consent by the City for a specific sublease or assignment shall not be deemed consent for any other sublease or assignment. Any encumbrance, assignment, transfer, or sublease, whether voluntary or involuntary (by operation of law or otherwise), which occurs without the City's prior written consent, shall be void and shall be



grounds for termination of this Agreement. In addition, the Tenant shall not hunt or permit hunting on the Premises without the prior written consent of the City.

14. **Abandonment by Tenant.** If the Tenant breaches this Agreement by abandoning the Premises prior to the Termination Date, the City may:

(a) Continue this Agreement in effect by not terminating the Tenant's right to possession of the Premises. In that event, the City may enforce all available rights and remedies under this Agreement, including the right to recover the specified rent as it becomes due; or

(b) Terminate this Agreement and recover from the Tenant any amount necessary to compensate the City for any and all detriment to the City proximately caused by the Tenant's failure to perform any and all obligations under this Agreement.

15. **Default and Remedies.** In the event: (a) the Tenant fails to comply with any term, provision, condition or covenant of this Agreement; (b) the Tenant deserts or vacates the Premises; (c) any petition is filed by or against the Tenant under any section or chapter of the Federal Bankruptcy Act, as amended, or under any similar law or statute of the United States or any state thereof; (d) the Tenant becomes insolvent or makes a transfer in fraud of creditors; (e) the Tenant makes an assignment for benefit of creditors; or (f) a receiver is appointed for the Tenant or any of the assets of the Tenant, then the Tenant shall be in default of this Agreement.

If the Tenant is in default of this Agreement, then the City shall have the option to do any one or more of the following upon five (5) days prior written notice: (a) accept the payment of rent for which no demand or notice shall be necessary, in addition to and not in limitation of any other remedy permitted by law; (b) to enter upon the Premises either with or without process of law, and to expel, remove and put out the Tenant and any other persons who might be thereon; (c) terminate this Agreement without further action; and (d) re-lease the Premises or any part thereof for such term, at such rental rate, and upon such other terms and conditions as the City in its sole discretion may deem advisable, with the right to repair, renovate, reclaim, restore, alter and change the Premises.

At the option of the City, rent payments received by the City from such reletting shall be applied first to the payment of any indebtedness from the Tenant to the City other than rent and additional rent due hereunder; second, to payment of any costs and expenses of such reletting, including, but not limited to, attorney's fees, advertising fees and brokerage fees, and to the payment of any repairs, renovation, reclamation, restoration, alterations and changes in the Premises; third, to the payment of rent and additional rent due and payable hereunder and interest thereon; and if after applying said rentals there is any deficiency in the rent and additional rent and interest to be paid by the Tenant under this Agreement, the Tenant shall pay any such deficiency to City and such deficiency shall be calculated and collected by City monthly. No such re-entry or taking possession of said Premises shall be construed as an election of City's part to terminate this Agreement unless a written notice of such intention is given to the Tenant. Notwithstanding any such reletting without termination, the City may at any time thereafter elect to terminate this Agreement for such previous breach and default.



The City shall have the right and remedy to seek redress in the courts at any time to correct or remedy any default of the Tenant by injunction or otherwise, without such resulting or being deemed a termination of this Agreement; and the City, regardless of termination, shall have the absolute right by court action or otherwise to collect any and all amounts of unpaid rent or unpaid additional rent or any other sums due from the Tenant to the City under this Agreement which are unpaid at the date of termination. Should it be necessary for the City to bring any action under this Agreement or place any amount payable by the Tenant hereunder with an attorney for the enforcement of the City's rights hereunder, then the Tenant agrees to reimburse for the City's reasonable attorneys' fees.

16. **Insolvency of Tenant.** If the Tenant shall become insolvent, this Agreement shall terminate and the City may reenter and regain possession of the Premises. The Tenant shall be deemed insolvent if a receiver is appointed to take possession of all or substantially all of his property, or if the Tenant makes a general assignment for the benefit of creditors, or if the Tenant is adjudicated under the United States Bankruptcy Act.

17. **Holding Over.** In the event the Tenant remains in possession of the Premises after the expiration or termination of this Agreement, and without the execution of a new agreement, then the Tenant may be deemed to be occupying the Premises as a tenant from month-to-month at the rental fee regularly due during the term of the Agreement, plus a monthly surcharge of two hundred fifty dollars (\$250.00), plus all other sums due under this Agreement, and subject to all other provisions and obligations of this Agreement that are applicable to a month-to-month tenancy. The holding over period may be canceled by the City upon notice of thirty (30) days to the Tenant.

18. **Attorneys' Fees.** If the City is required to bring any action against the Tenant concerning the Premises or this Agreement, the City shall be entitled to recover its reasonable attorney's fees from the Tenant in addition to any other relief granted.

19. **Notices.** Except as otherwise expressly provided by law, any notices required or permitted to be given in connection with the execution of and performance under this Agreement must be in writing and shall be deemed to have been sufficiently given or served for all purposes when either (a) personally delivered to the recipient at the address described below with a written receipt confirmed to the Party designated to receive such notice, demand or communication, or additional addresses as any Party might designate by written notice to the other Party; or (b) either (i) mailed by certified U.S. Mail, postage and charges prepaid, return receipt requested; or (ii) sent by a nationally recognized overnight courier.

**To the City:**

City of Adrian  
P.O. Box 246  
Adrian, MO 64720

To the Tenant:

Adam Woodward  
14464 NE State Route KK  
Adrian, MO 64720

20. **Binding Effect and Non-assignment.** This Agreement shall be binding upon and inure to the benefits of both parties and their respective heirs, executors, administrators, successors and assigns. However, nothing herein shall be construed as the City's consent to any assignment of this Agreement or any interest herein by the Tenant except as provided in Paragraph 13 hereof.

21. **No Storage, Use or Disposition of Toxic or Hazardous Materials by Tenant.** The Tenant shall not store, use or dispose of any toxic or hazardous materials in, on or about the Premises without the prior written consent of the City. The Tenant, at its sole cost, shall comply with any all laws related the Tenant's storage, use and disposal of hazardous or toxic materials. The Tenant shall be solely responsible for and will defend, indemnify and hold the City, its agents and employees, harmless from and against all claims, costs and liabilities, including attorney's fees and costs, arising out of or in connection with the removal, clean-up and restoration work and materials necessary to return the Premises, and any other property of whatever nature located on the Premises, to their original condition existing prior to the appearance of toxic or hazardous materials on the Premises. The Tenant's obligations under this paragraph shall survive the termination or expiration of this Agreement.

22. **Legal Requirements.** The Tenant shall comply with all laws, orders, ordinances, and other public requirements now or hereafter affecting the Premises or the use thereof; and shall indemnify, defend and hold the City harmless from expense or damage resulting from failure to do so.

23. **Time of Essence.** Time is of the essence for any and all issues associated with this Agreement; as such, all issues shall be resolved as expeditiously as possible.

24. **Non-waiver.** The City's waiver of any breach of any provision of this Agreement shall not constitute a continuing waiver of any subsequent breach by the Tenant of either the same or any other provision hereof.

25. **Personal Property.** The City shall not be liable for any loss or damages to any livestock, feed, equipment, merchandise goods, fixtures, improvements or personal property of belonging to the Tenant, regardless of the cause of such loss or damage.

26. **Force Majeure Clause.** In the event the City is prevented or delayed in the performance of any of its covenants or obligations hereunder by circumstances beyond its control (including but not limited to governmental regulations or prohibitions), such delay or nonperformance shall not be deemed a default hereunder and shall be deemed waived and accepted by the Tenant.

27. **Eminent Domain.** If the whole of the Premises shall be taken or condemned, or purchased in lieu thereof, by any government authority for any public or quasi-public use or



purpose, then, in that event, the term of this Agreement shall cease and terminate from the time when the possession shall be required for such use or purpose. The rental fee shall in such case be apportioned to the date when the possession shall be required. The City and the Tenant hereby agree that any award of proceeds resulting from a condemnation or sale in lieu thereof of the whole or part of the Premises shall belong solely to the City, and the Tenant hereby waives any right to make any claim therefore as the result of this Agreement. In the event of a partial taking only of the Premises, the City shall notify the Tenant in writing and the Tenant shall have the option to cancel this Agreement by giving the City written notice within twenty (20) days after receipt of such notice from the City. If the Tenant is entitled to exercise said option to cancel and does so, then such canceling shall be effective and the rental fee shall in such case be apportioned to the date when the possession shall be required. In the event the Tenant is not entitled to cancel this Agreement, or is entitled to do so but does not exercise the option, then the Tenant shall be responsible for the rental fee apportioned to the date when the possession shall be required.

28. **Governing Law.** This Agreement shall be construed in accordance with and governed by the laws of the State of Missouri.

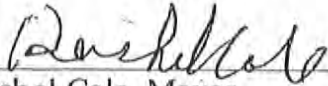
29. **Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same instrument.


30. **Entire Agreement.** This Agreement constitutes the sole agreement between the parties with regard to the subject matter hereof and supersedes all prior understandings or agreements between the parties relative thereto.

IN WITNESS WHEREOF, said parties hereunto subscribe their names.

CITY

TENANT

  
\_\_\_\_\_  
Hershel Cole, Mayor

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

ATTEST:

  
\_\_\_\_\_  
Melisa Newkirk, City Clerk

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By:



## EXHIBIT 1

ALL THE LAND BELONGING TO THE CITY OF ADRIAN IN SECTION 3, TOWNSHIP 41, RANGE 31, FENCED AS THE WATERSHED OF THE CITY WATERWORKS LAKE, CONTAINING 150 ACRES, MORE OR LESS, IN TOWNSHIP OF MOUND, COUNTY OF BATES AND STATE OF MISSOURI, EXCLUDING THAT PART OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER AND THAT PART OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 3, TOWNSHIP 41 NORTH, RANGE 31 WEST OF THE 5<sup>TH</sup> PRINCIPAL MERIDIAN IN BATES COUNTY, MISSOURI, DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION FOR POINT OF BEGINNING OF THE LAND TO BE DESCRIBED; THENCE EAST ALONG THE SOUTH LINE OF SAID SECTION A DISTANCE OF 2044.56 FEET, THENCE NORTH 113.50 FEET; THENCE WEST 2044.56 FEET; THENCE SOUTH 113.50 FEET TO THE POINT OF BEGINNING, CONTAINING 52.26 ACRES: AND ALSO EXCLUDING THAT SECTION OF LAND LEASED TO THE WESTERN MISSOURI ANTIQUE TRACTOR AND MACHINERY ASSOCIATION, INC. CONSISTING OF 25 ACRES, MORE OR LESS; AND ALSO EXCLUDING THAT PART OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 3, TOWNSHIP 41 NORTH, RANGE 31 WEST OF THE 5<sup>TH</sup> PRINCIPAL MERIDIAN IN BATES COUNTY, MISSOURI, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SAID SECTION 3; THENCE ON AN ASSUMED BEARING OF WEST ALONG THE SOUTH LINE OF SAID SECTION 3, A DISTANCE OF 1346.25 FEET TO THE POINT OF BEGINNING OF THE LAND TO BE DESCRIBED; THENCE CONTINUING ON WEST A DISTANCE OF 619.35 FEET; THENCE ON A BEARING OF NORTH A DISTANCE OF 113.50 FEET; THENCE EAST A DISTANCE OF 313.20 FEET; THENCE SOUTH A DISTANCE OF 634.55 FEET; THENCE EAST A DISTANCE OF 310.46 FEET THENCE SOUTH 00 DEGREES 30 MINUTES 54 SECONDS WEST A DISTANCE OF 478.97 FEET TO THE POINT OF BEGINNING; CONSISTING OF 11.4 ACRES, MORE OR LESS, SAID EXCLUSIONS LEAVING APPROXIMATELY 113 ACRES OF PASTURE LAND.

Pasture Lease  $\$13650.00 \div 3 = \$4550.00$  for one year

Hay Ground Lease 1200.00 for one year

Total for both for one year \$5750.00

**H**

## Use of Information Technology

### A. General Provisions

1. All hardware and software tools and technology used and available to all employees is for the express purpose and use of City business.
2. An employee shall not remove or modify any computer hardware or software belonging to the City unless authorized by Information Technology. All electronic and telephone communication systems and information transmitted by, received from, or stored in City systems is property of the City.
3. Employees shall not engage in any personal, prejudicial, or discriminatory attacks, or harassment of any person by use of City systems. City systems may not be used for any illegal purpose or to intentionally spread computer viruses.
4. Although personal use of computers equipment, software, and systems is not absolutely prohibited, employees are to use good judgement in the personal use of such systems. Any use, even if personal, that is inappropriate, unlawful, or offensive is prohibited.
5. Engaging in any harassment or discrimination through use of the City computer or other City technology system(s), including but not limited to email, website, Facebook, Twitter and telephone is strictly prohibited and may result in discipline, up to and including termination.
6. The installation of personal hardware or software on City equipment by employees is strictly prohibited.
7. The City has the technical capability and legal right to access, review, record, copy, disclose, and delete any messages or files sent, received, or stored on the City's systems at any time and for any reason. There should be no expectation of privacy on the part of any employee using the City's computer, internet or telephone systems.
8. Any employee who violates this policy shall be subject to corrective action up to and including termination. Any person becoming aware of a violation of this policy must report the violation to the City Administrator.



## **B. Internet and Email**

1. City employees have no expectation of privacy when using the City's internet connection. Employees must be aware that City email is never private, is subject to Missouri Sunshine Law, and is subject to disclosure in litigation. City email and internet are the City's property and the City reserves the right to monitor email, internet, and computer systems without notice. The City specifically reserves the right, but not the duty, to access, examine, disclose, and monitor all aspects of the City's internet communication system.
2. City employees are specifically prohibited from sending or posting messages that may be considered inappropriate, offensive, or harassing. Further, when inappropriate, offensive, or harassing material is received, employees receiving such material must take steps to delete the material and ensure that the receipt of such material ceases, including reporting the incident to a supervisor who will notify Information Technology and Human Resources.
3. Restrictions against inappropriate, offensive, or harassing material apply to all public messages, private messages (whether sent or received), and material viewed and posted on web pages.

## **C. Social Media**

1. "Social Media" refers to all means of communicating or posting information or content of any sort on the Internet.
2. The employee is solely responsible for what he or she posts online. Any conduct that adversely affects the public's trust in the employee, the employee's job performance, the performance of fellow employees, or otherwise adversely affects the legitimate business interests of the City or the legitimate business interests of those who work on behalf of the City is not allowed.
3. Employees should ensure their postings are consistent with the City's policies on personal conduct, discrimination, and harassment. Inappropriate postings that include discriminatory remarks, harassment, and threats of violence or similar inappropriate or unlawful conduct will not be tolerated.
4. Employees shall not post any information that would reveal confidential City information, including confidential personnel or citizen information (such as social security numbers, credit card information etc...), or compromise the City's intellectual property rights in any way.

5. Employees will not represent themselves as a spokesperson for the City of Adrian unless they have been authorized to do so. If the employee opines or comments on issues concerning City operations or functions, the employee should make it clear that they are not speaking on behalf of the City.
6. This policy is not intended to restrict or interfere with any employee's federal or state labor law rights, including all rights under the National Labor Relations Act, or any whistleblower protections under federal or state law.
7. Employees should contact the City Administrator with questions or concerns.

**I have read the above policy and agree to abide by the rules governing the use of technology for the City of Adrian.**

\_\_\_\_\_  
Employee's Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date