



**City Council Agenda
Monday, June 15, 2020
200 S. Holden
Warrensburg, MO 64093**

Please click the link below to join the webinar:

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Webinar ID: 839 9446 6103

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1. 6:30 P.M. Closed Session

The City Council will meet in the Southeast Conference Room, upstairs at 102A South Holden, Warrensburg, for Executive Session

Call to Order

Roll Call permanent

Vote to close part of this meeting pursuant to Section 610.021 of the Revised Statutes of Missouri, relating to:

(1) Legal actions, causes of action or litigation involving the City and any confidential or privileged communication between the City and its representatives and its attorneys.

(2) Leasing, purchase or sale of real estate where public knowledge might adversely affect the amount paid in the transaction.

(3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

(12) Documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected.

(13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment

2. 7:00 P.M. Call To Order Regular City Council Meeting

3. Roll Call

4. Approval Of City Council Minutes

4.I. City Council Minutes

Documents:

[CITY.COUNCIL.MINUTES.5.11.2020.PDF](#)

5. Adoption Of Agenda

6. 1st/2nd Reading Ordinance

- 6.I. Acceptance Public Improvements Dream Team Properties, LLC
An Ordinance Accepting the Public Improvements Associated with a Development Agreement between the City of Warrensburg and Dream Team Properties, LLC. (Domino's Pizza). Including Street and Curb for Maintenance by the City of Warrensburg, Missouri.

Presented by Assistant City Manager, Danielle Dulin

Documents:

[DOMINOS PIZZA IMPROVEMENTS.PDF](#)

- 6.II. Ordinance Vacating Public Right-Of-Way Between Lots 32 & 33 In Mary Depp's Addition Located At The Southeast Corner Of W. Market Street And Second Street
An Ordinance Vacating the Alley Located Between Lots 32 and 33 in Mary Depps Addition Warrensburg, Missouri

Presented by Assistant City Manager, Danielle Dulin

Documents:

[CC LETTER AND ORDINANCE ALLEY VACATE MARY DEPPS ADDITION.PDF](#)
[APPLICATION AND MAP.PDF](#)

- 6.III. Ordinance Approving A Replat Of A Portion Of Mary Depp's Addition
An Ordinance Approving and Accepting the Final Plat of Mary Depp's Addition-Replat of Lots 32, 33, and 34, Block 6 a Subdivision in the City of Warrensburg, Missouri.

Located at 620, 622, and 626 W. Market Street

Presented by: Barbara Carroll, AICP, Director of Community Development

Documents:

[MARY DEPPS PLAT CC DOCUMENTS.PDF](#)

6.IV. Certification Of The June 2, 2020 Election Results

An ordinance declaring the election of two Council Members for a three-year term at the general election held on Tuesday, June 2, 2020.

Presented by Cindy Gabel, City Clerk

Documents:

[CITY.COUNCIL.ELECTION.JUNE.2.2020.PDF](#)

[ORDINANCE DECLARING ELECTION RESULTS - JUNE 2, 2020.PDF](#)

7. Other Business

8. Council Sine Die

9. Swearing In Of New Council Members

10. Call Meeting To Order

11. Roll Call

12. Adoption Of New Business Agenda

13. Election Of Mayor

14. Election Of Vice Chairman Pro Tem

15. 1st/2nd Reading Ordinance

15.I. East Wastewater Plant UV System And Trojan UV Equipment

An Ordinance Authorizing the City Manager and City Clerk to Execute a Procurement Contract with Trojan Technologies for the East Wastewater Treatment Plant UV Upgrade Project, in the City of Warrensburg, Missouri.

Presented by Assistant City Manager, Danielle Dulin

Documents:

[TROJAN COUNCIL LETTER-ORDINANCE.PDF](#)

[WARRENSBURG PROCUREMENT AGREEMENT.PDF](#)

[TUV TERMS CONDITIONS - NEG FOR WARRENSBURG EAST REV2.PDF](#)

[LIFETIME DISINFECTION PERFORMANCE GUARANTEE.PDF](#)

[SCOPE OF SUPPLY - WARRENSBURG EAST SIDE - 216527 \(REVISED 2\).PDF](#)

15.II. Ratification Of Adjustments To The State Of Emergency Order

An ordinance of the City of Warrensburg ratifying the Declaration of Emergency Adjustments of the City Manager dated May 29, 2020, ratifying regulations adopted thereunder, and extending the duration of the Emergency Declaration through December 30, 2020.

Presented by Harold Stewart, City Manager

Documents:

[ORDINANCE RATIFYING MAY 29 ADJUSTMENTS TO STATE OF EMERGENCY ORDER-FINAL.DOCX](#)
[CORONAVIRUS STATE OF EMERGENCY ADJUSTMENT PRESS RELEASE MAY 29, 2020.DOCX](#)

16. Mayoral Appointment/S

- 16.I. Discussion And Appointments By The Mayor Of Council Liaisons To Various Boards And Commissions

17. Other Business

- 17.I. Main Street Annual Presentation
Presented by Jill Purvis, Main Street Director

Documents:

[WARRENSBURG MAIN STREET ANNUAL PRESENTATION.PDF](#)

- 17.II. Main Street Program Agreement Renewal
Presented by Jill Purvis, Main Street Director

Documents:

[WARRENSBURG PROGRAM AGREEMENT 2020 - ACCREDITED.PDF](#)

- 17.III. Energy And Sustainability Task Force Report

Documents:

[PRELIMINARY REPORT TO WBURG CC.PDF](#)

- 17.IV. Sewer Shutoffs And Late Fees

18. City Manager Report

Documents:

[CM REPORT BY CM JUNE 12, 2020.PDF](#)
[MAY 2020 CD ACTIVITY REPORT.PDF](#)
[2020_06_05_17_39_30.COURT.REPORTS.THROUGH.MAY.2020.PDF](#)
[2020_06_05_17_41_03.BIG.BROTHERS.BIG.SISTERS.QUARTERLY.REPORT.PDF](#)
[INCIDENT TYPE PER MUNICIPALITY FOR DATE RANGE MAY 2020.PDF](#)
[TOTAL TRAINING HOURS PER PERSONNEL BY DATE RANGE MAY 2020.PDF](#)

19. Director Of Finance Report

Documents:

[2020-06-15 DOF REPORT.PDF](#)

20. Closed Session After Regular Session

The City Council will meet in the Council Chambers, at 200 South Holden, Warrensburg, for Executive Session

Vote to close part of this meeting pursuant to Section 610.021 of the Revised Statutes of Missouri, relating to:

- (1) Legal actions, causes of action or litigation involving the City and any confidential or privileged communication between the City and its representatives and its attorneys.**
- (2) Leasing, purchase or sale of real estate where public knowledge might adversely affect the amount paid in the transaction.**
- (3) Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.**
- (12) Documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected.**
- (13) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment**

CITY COUNCIL MEETING OF MAY 11, 2020

A meeting of the Warrensburg City Council was held on May 11, 2020, via a Zoom video conference call. Roll was called as follows, Present were: Brooks, Jacobs, Holmberg, Allen, Lund. Absent: none.

The minutes of the April 27, 2020, City Council meeting were considered. Holmberg moved to approve the minutes of the April 27, 2020, City Council meeting. Yes: Brooks, Jacobs, Holmberg, Allen, Lund. No: none.

The adoption of the agenda was considered. Allen moved to adopt the agenda. Yes: Brooks, Jacobs, Holmberg, Allen, Lund. No: none.

Mayor Lund read a Proclamation recognizing May as National Preservation Month in the City of Warrensburg, Missouri.

Mayor Lund read a Proclamation recognizing National Public Works Week during the week of May 17 through May 23 in Warrensburg. Assistant City Manager Danielle Dulen said this proclamation is to recognize the men and women who take care of the physical assets of the City of Warrensburg.

Mayor Lund read a Proclamation recognizing National Police Week during the week of May 10 through May 18 in Warrensburg, and Mayor Lund designated May 15 as Peace Officer's Memorial Day.

Bill No. 5-1-20 being for an Ordinance Authorizing the City Manager and City Clerk to Execute a Contract with Higgins Asphalt Paving Co., Inc., for the 2020 Street Maintenance Program, Hot Mix Overlay, in the City of Warrensburg, Missouri. Dulen said the lowest and best bid was from Higgins Asphalt Paving Company at \$285,390.05. She said this bid was \$17,000 under staff's estimate. Dulen said the priority is to complete this project on Christopher Street between Maguire and Mitchell before the freshmen students move in on August 13, 2020. Allen moved said bill be passed to second reading by title. Carried unanimously. Said bill was read a second time. Roll was called for the adoption or rejection of said bill as follows: Yes: Brooks, Jacobs, Holmberg, Allen, Lund. No: none. Said bill was declared duly adopted and given Ordinance No. 5577.

Bill No 5-2-20 being for an Ordinance Accepting the Cheatham Court Stormwater Repair Project for Maintenance, and Acceptance of Change Order No. 3 and the Authorization to Make Final Payment to KAT Excavation, Inc. in the City of Warrensburg, Missouri. Dulen said this project is located on Cheatham Court between Jennies Drive and Grandview Drive, and was approved in August of 2019. Jacobs moved said bill be passed to second reading by title. Carried unanimously. Said bill was read a second time. Roll was called for the adoption or rejection of said bill as follows: Yes: Brooks, Jacobs, Holmberg, Allen, Lund. No: none. Said bill was declared duly adopted and given Ordinance No. 5578.

Bill No. 5-3-20 being for an Ordinance Accepting the Public Improvements Associated with Culver's Including Street, Sanitary Sewer, and Storm Sewer for Maintenance by the City of Warrensburg, Missouri, was read for the first time by title. Dulen said this project was completed by the developer in February and is now ready for acceptance by the City. Jacobs moved said

bill be passed to second reading by title. Carried unanimously. Said bill was read second time. Roll was called for the adoption or rejection of said bill as follows: Yes: Brooks, Jacobs, Holmberg, Allen, Lund. No: none. Said bill was declared duly adopted and given Ordinance No. 5579.

In the City Manager's Report, Stewart gave an update on the CARE'S Act Funding from the Federal Government. He said the County received the funding through the State which is to be distributed to other cities in the county. Stewart said the City must have a population of greater than 100,000 to receive the funding directly. He said the money is to be used for the purchase of COVID related items such as personnel costs, purchase of equipment, and economic grants for small businesses who were affected negatively by COVID. Stewart said a Task Force has been put together to advise the County Commissioners.

Under Miscellaneous matters from the Mayor and City Council, Chairman Pro Tem Jacobs said he was approached by a business owner about placing a table or two outside to accommodate more customers. He said with all that has happened recently, he wondered if this is possible to help businesses increase revenues. Stewart said he will check on this, that he knows there are some challenges downtown with parking and sidewalk space. Stewart said he will see about some temporary possibilities.

Under Miscellaneous matters from City staff, Parks and Recreation Director Danielle Fesler said there was a Park Board meeting and several difficult decisions were made. She said baseball and softball games have been cancelled and several other activities have been cancelled. Fesler said Nassif Pool will be closed this summer, and the Community Center Pool is currently closed.

As there was no further business, the meeting was adjourned.

Casey Lund, Mayor

Attest:

Cindy Gabel, City Clerk

CITY OF WARRENSBURG
PUBLIC WORKS

Council Letter No.

June 2, 2020

Honorable Mayor and
Members of the City Council
City of Warrensburg, Missouri

Dear Mayor and Council Members:

SUBJECT: An Ordinance Accepting the Public Improvements Associated with a Development Agreement between the City of Warrensburg and Dream Team Properties, LLC, (Domino's Pizza), Including Street and Curb for Maintenance by the City of Warrensburg, Missouri

BACKGROUND:

Per the Development Agreement dated March 12, 2020, between the City and Dream Team Properties, LLC, (Domino's Pizza.) Streets and curbs have been completed by the developer and are ready for inspection and acceptance by the City.

ISSUES:

Consideration of the acceptance of improvements associated with Domino's Pizza for maintenance by the City.

STRATEGIC PLAN:

This supports the Strategic Plan by implementing the Comprehensive City Plan recommendations and positioning the City for future growth.

FISCAL IMPACT:

There is no impact on the budget.

ECONOMIC BENEFITS/IMPACT:

This area will increase property tax revenues.

RECOMMENDATION:

Staff recommends approval as submitted.

Sincerely,

Danielle Dulin
Assistant City Manager

cc: City Manager

Attachments: Ordinance

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE ACCEPTING THE PUBLIC IMPROVEMENTS ASSOCIATED WITH A DEVELOPMENT AGREEMENT BETWEEN THE CITY OF WARRENSBURG AND DREAM TEAM PROPERTIES, LLC, (DOMINO'S PIZZA), INCLUDING STREET AND CURB FOR MAINTENANCE BY THE CITY OF WARRENSBURG, MISSOURI

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WARRENSBURG, MISSOURI AS FOLLOWS:

Section 1. That the street and curb associated with Dream Team Properties, LLC, is hereby accepted for maintenance by the City of Warrensburg.

Section 2. That this ordinance shall be in full force and effect after its passage by the City Council.

Passed in open session this 15th day of June, 2020.

Mayor

Attest:

Cindy Gabel, City Clerk

CITY OF WARRENSBURG
PUBLIC WORKS

Council Letter No.

March 9, 2020

Honorable Mayor and
Members of the City Council
City of Warrensburg, Missouri

Dear Mayor and Council Members

SUBJECT: An Ordinance Vacating the Alley Located Between Lots 32 and 33 in
Mary Depps Addition Warrensburg, Missouri

BACKGROUND:

Public Works received a petition to vacate the alley located between lots 32 and 33 in Mary Depps Addition. The alley was originally platted but never constructed or used for utility or access purposes.

The petitioner has obtained the required signatures from Public Works, the utility companies, and the adjoining property owners, and in agreement to permanently close the alley.

ISSUE:

Consideration of the ordinance vacating the alley located between lots 32 and 33 in Mary Depps Addition and returning the property to the adjoining property owners.

STRATEGIC PLAN:

This action is not part of the Strategic Plan

FISCAL IMPACT:

There is no fiscal impact with this alley vacation.

ECONOMIC BENEFITS/IMPACT:

The passing of this ordinance will enhance the future development of this property.

RECOMMENDATION:

Staff recommends approval of the ordinance as presented.

Sincerely,

Danielle Dulin
Assistant City Manager

Attachments: 1. Ordinance
2. Petition to Vacate
3. Map of the area for clarification

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE VACATING THE ALLEY LOCATED BETWEEN LOTS 32 AND 33 IN MARY DEPPE ADDITION WARRENSBURG, MISSOURI

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WARRENSBURG, MISSOURI, AS FOLLOWS:

Section 1. That a portion of alley located between Lots 32 and 33 in Mary Depps Addition in the City of Warrensburg, Missouri is hereby vacated.

Section 2. That this ordinance shall be in full force and effect from and after its passage by the City Council.

Read two times, and passed in open session this 15th day of June, 2020.

Mayor

ATTEST:

Cindy Gabel, City Clerk

Scott Stockton



**STREET & ALLEY VACATION
PROPERTY OWNERS PETITION**

The property owners that adjoin the street or alley must sign and submit the petition to the City of Warrensburg, along with the release signed by each public utility before the vacating of a street or alley will be considered. Final action of the vacation is considered by the City Council. If approved, the ordinance will be recorded at the Johnson County Courthouse for permanent

\$100 FEE DUE UPON APPLICATION

TO: The City of Warrensburg, Missouri

We, the undersigned property owner of 626 and 620 W. Market,
Also known as lots 34, 33, & 32 in Mary Depps.

Request that the alley or street, between lots 33 & 32 in
(location of alley or street)
Mary Depps.

be forever closed. I realize that to receive title on anything build on the vacated alley or street, I will be required to sign an Affidavit stating no easement exist.


Owner

Address

Owner

Address

Owner

Address

Owner

Address

Owner

Address

ATTACH A MAP OF THE ALLEY OR STREET THAT IS BEING REQUESTED TO BE VACATED.



🔍 Address, Owner, or APN



CITY OF WARRENSBURG
COMMUNITY DEVELOPMENT DEPARTMENT

June 9, 2020

Honorable Mayor and
Members of the City Council
City of Warrensburg, Missouri

Dear Mayor and Council Members:

SUBJECT: An Ordinance Approving and Accepting the Final Plat of Mary Depp's Addition-Replat of Lots 32, 33, and 34, Block 6 a Subdivision in the City of Warrensburg, Missouri, Located at 620, 622, and 626 W. Market Street

BACKGROUND:

The applicant, Scott Stockton, has submitted the proposed plat that moves the interior lot lines between three existing lots and an alley. The minor plat covers 33,077 sq. ft. of land and creates three buildable lots and no new streets. All the lots are in a R4 District. Currently Lot 1 has one outbuilding on it, and Lots 2 and 3 have a single-family house on them. An application has been filed with the City to vacate the north-south alley located between the original Lots 32 and 33. The vacated alley would become a part of new Lot 2. The developer intends to develop the three new lots with duplexes.

The properties to the east and north are duplexes in a R4 District. The properties to the west and south are single-family houses in a R1 and R4 District. The 2017 Comprehensive City Plan Update shows the future land use of this lot as medium density residential.

ISSUE:

To approve an ordinance approving the Final Plat of Mary Depp's Addition-Replat of Lots 32, 33, and 34, Block 6.

STRATEGIC PLAN:

This item is not addressed in the City's Strategic Plan.

FISCAL IMPACT:

There is no impact on the budget.

ECONOMIC BENEFITS/IMPACT:

N/A

RECOMMENDATION:

The Planning & Zoning Commission considered the plat at their June 1, 2020 meeting. The Commission recommended approval of the plat with one condition. The findings and written recommendation is attached. Staff recommends approval of the ordinance.

Sincerely,



Barbara Carroll
Director of Community Development

cc: City Manager

- Attachments:
1. Ordinance
 2. A Final Plat of Mary Depp's Addition-Replat of Lots 32, 33, and 34, Block 6
 3. Findings and Recommendation
 4. Aerial photo of site
 5. Zoning information for the site
 6. Future Land Use Map from 2017 Comprehensive City Plan Update
 7. Application

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE APPROVING AND ACCEPTING THE FINAL PLAT OF MARY DEPP'S ADDITION-REPLAT OF LOTS 32, 33, AND 34, BLOCK 6 A SUBDIVISION IN THE CITY OF WARRENSBURG, MISSOURI, LOCATED AT 620, 622, AND 626 W. MARKET STREET

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WARRENSBURG, MISSOURI, AS FOLLOWS:

Section 1. That the Final Plat of Mary Depp's Addition-Replat of Lots 32, 33, and 34, Block 6 in the City of Warrensburg, is hereby approved with the following condition:

1. The two existing buildings are required to be demolished prior to the plat being recorded so that no new non-conforming situations are created by the plat. The survey will need to be revised before the mylar is printed.

Section 2. This ordinance shall be in force and effect after passage by the City Council.

Read two times and passed by the City Council this _____ day of June, 2020.

Casey Lund, Mayor

ATTEST:

Cindy Gabel, City Clerk

PLANNING AND ZONING COMMISSION
FINDINGS AND RECOMMENDATION

Property owned by: Scott Stockton

Request to Consider: Final Plat of Mary Depp's Addition-Replat of Lots 32, 33, and 34, Block 6

The Planning and Zoning Commission has considered the final plat at an open public meeting on 1st day of June, 2020 and makes the following findings and recommendations based upon the information presented with respect to these matters:

1. The plat complies with the purpose of Chapter 21 and promotes the orderly development of the community.
2. The plat satisfies the design requirements of Chapter 21, Subdivision Regulations, and Chapter 27, Zoning, except as noted.

None

3. The following special physical conditions affect the property: N/A

4. The relationship of the proposed replat to the goals and objectives of the Comprehensive City Plan is such that applicable objectives of the plan will be _____ will not be furthered.

Regarding the proposed Final Plat of Mary Depp's Addition-Replat of Lots 32, 33, and 34, Block 6, the Planning and Zoning Commission:

Recommends Approval

Recommends Approval with Conditions staff removal of 2 existing buildings

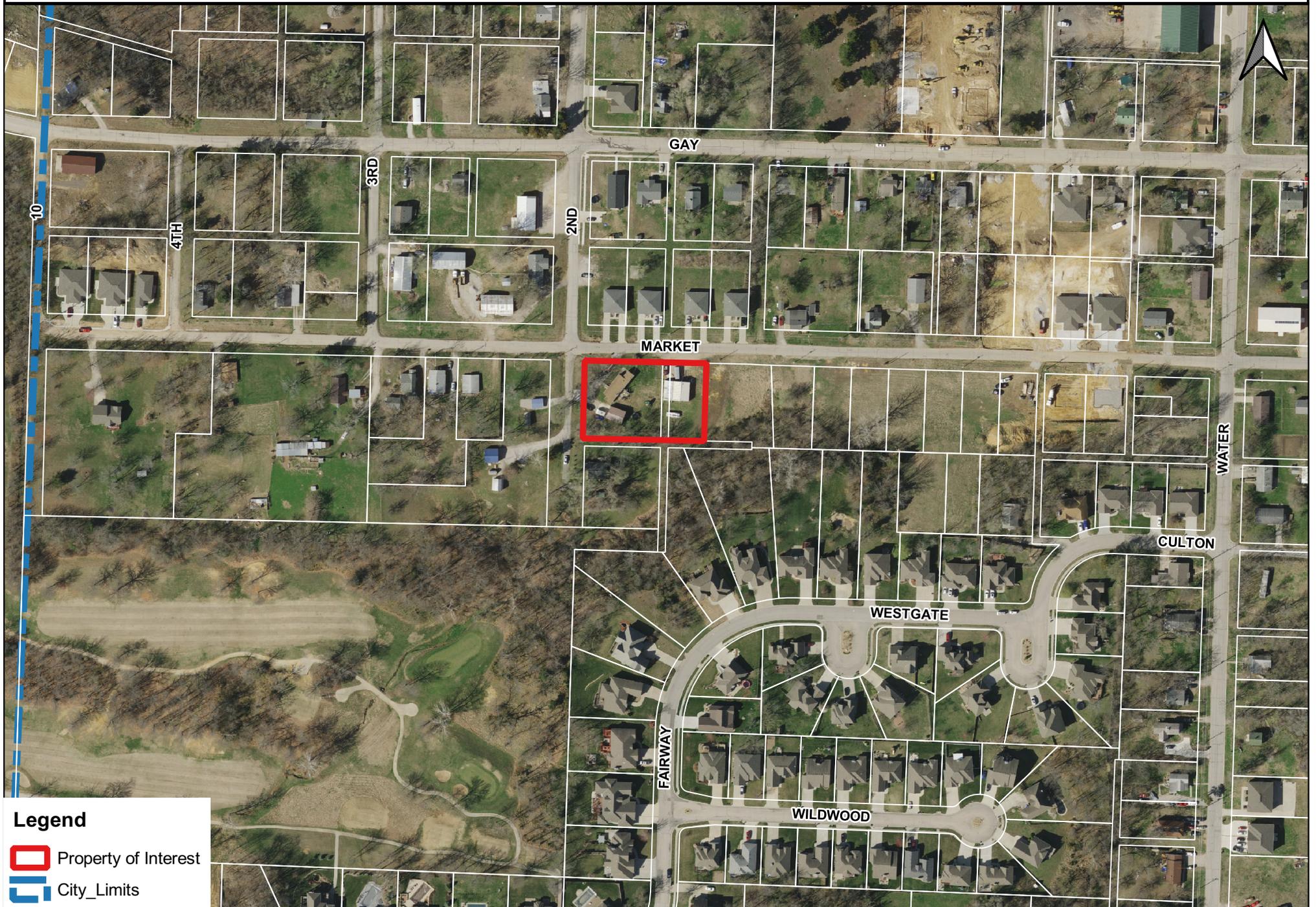
Disapproves _____

Passed by the Planning & Zoning Commission this 1st day of June, 2020

Chair

[Signature]

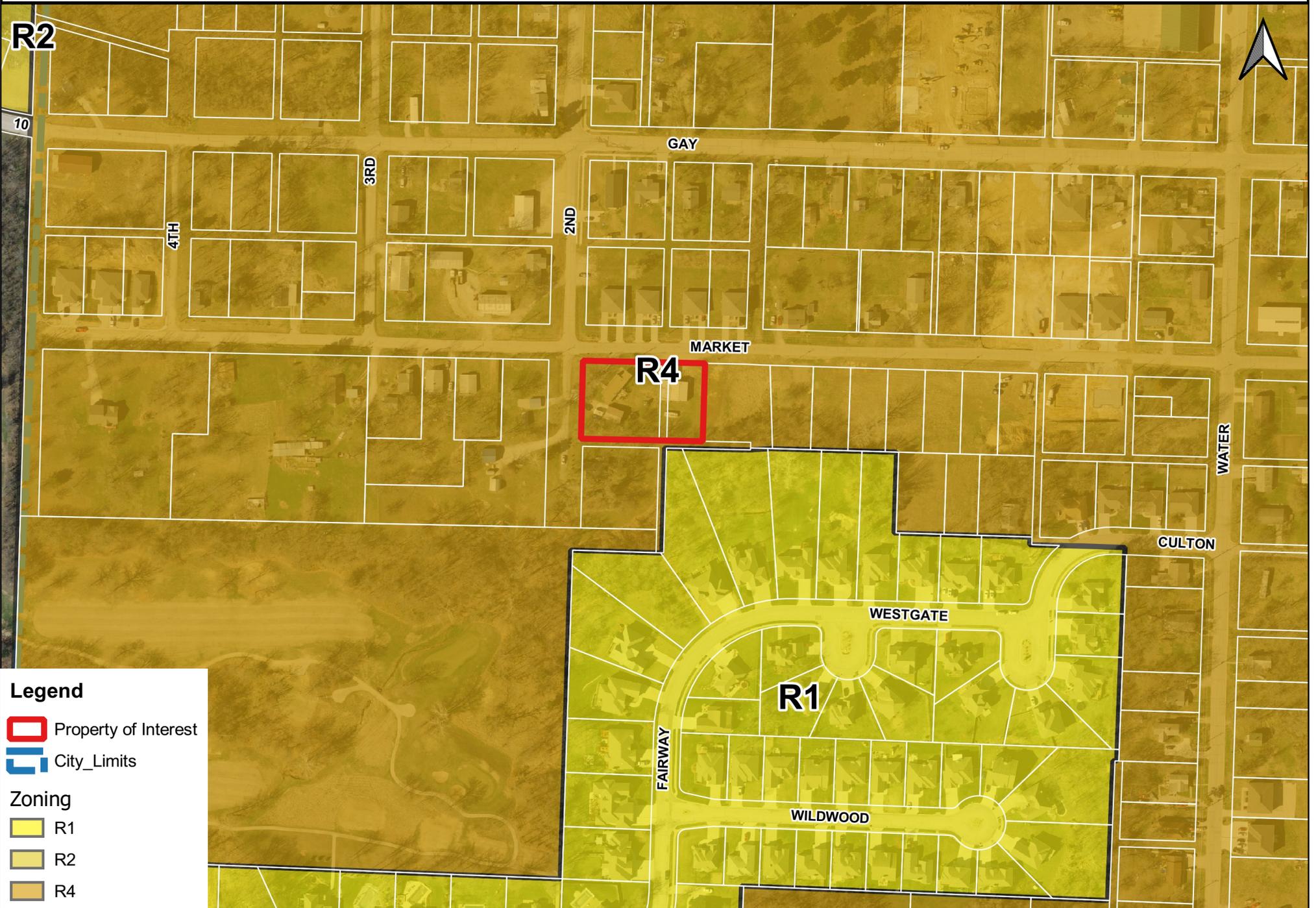
A FINAL PLAT OF MARY DEPP'S ADDITION-REPLAT OF LOTS 32, 33 AND 34, BLOCK 6 AERIAL MAP



Legend

-  Property of Interest
-  City_Limits

A FINAL PLAT OF MARY DEPP'S ADDITION-REPLAT OF LOTS 32, 33 AND 34, BLOCK 6
CURRENT ZONING DESIGNATION



Legend

 Property of Interest

 City Limits

Zoning

 R1

 R2

 R4

A FINAL PLAT OF MARY DEPP'S ADDITION-REPLAT OF LOTS 32, 33 AND 34, BLOCK 6

- LEGEND**
- CITY LIMITS
 - PARCEL BOUNDARY
 - STREAMS
 - LAKE
 - EXISTING PARK / PRAIRIE
 - RAILROAD
 - FLOODPLAIN
- MAJOR STREETS**
- ARTERIAL
 - PROPOSED ARTERIAL
 - COLLECTOR
 - PROPOSED COLLECTOR
- FUTURE LAND USE**
- AG / OPEN SPACE
 - NEIGHBORHOOD COMMERCIAL
 - COMMUNITY COMMERCIAL
 - UNIVERSITY MIXED USE
 - NEIGHBORHOOD MIXED USE
 - MIXED USE
 - INDUSTRIAL
 - SINGLE FAMILY RESIDENTIAL
 - MEDIUM DENSITY RESIDENTIAL
 - HIGH DENSITY RESIDENTIAL
 - OFFICE / BUSINESS PARK

0 0.5 MILE 1 MILE

Minor Plat Application

Plat Name: Mary Depp's addition-replat of lots 32,33,34, block 6

Date Plat Submitted: 3-9-2020

Location: Lots 32, 33, and 34 in Mary Depp's addition

Attach current legal description of all the property included in the proposed plat

Developer: <u>Scott Stockton</u>	Engineering Firm: <u>Whitehead Consultants, Inc.</u>
Address: <u>83 sw 880th rd</u>	Contact Person: <u>Michael Taylor</u>
<u>Chilhowee, MO 64733</u>	Address: <u>114 N Main St.</u>
Phone #: <u>(660)-238-4917</u>	<u>Clinton, MO 64735</u>
Fax #: _____	Phone #: <u>(660)-885-8311</u>
	Fax #: _____

Project Characteristics

Zoning: _____

Floodplain Zone: _____

No. of Lots 3

Total Acres: 0.76

The undersigned person(s) hereby certify they are the owner (s) of record of the entire fee simple interest in the real estate included in the proposed plat.

Owner's Name: Scott Stockton
Address: 83 sw 880th rd
Chilhowee, MO 64733

Signature: 

Owner's Name: _____
Address: _____

Signature: _____

Please submit the following items with the completed application form:

1. 2 paper copies of the plat or 1 PDF copy of the plat
2. Digital file of lot lines to be incorporated into City's GIS system (.dwg, .dxf, .dgn, or .shp)
3. Receipts from each of the utility companies stating they received a copy of the same plat
4. Filing fee

For Office Use Only: Submit completed application to Planner

Filing Fee: \$250

Date Paid: 3-9-2020

**CITY OF WARRENSBURG
CITY CLERK**

June 9, 2020

Honorable Mayor and
Members of the City Council
City of Warrensburg, Missouri

Dear Mayor and City Council Members:

**SUBJECT: An Ordinance Declaring the Election of Two Council Members For
a Three-Year Term at the General Election Held on Tuesday,
June 2, 2020**

The Municipal Election was held on Tuesday, June 2, 2020, with three candidates filing for two positions on the City Council for a three-year term. Casey Lund and Jim Kushner were elected. The certified election results are attached.

I recommend passage of the attached ordinance for the two newly-elected City Council members, Casey Lund and Jim Kushner.

Sincerely,

Cindy Gabel
City Clerk

**Attachments: Ordinance Declaring the Election of Two
Council Members
Certified Election Results**

**CERTIFICATION OF ELECTION RESULTS
BY COUNTY CLERK**

TO: Cindy Gabel, City Clerk for the City of Warrensburg

The following is an Official Certificate of Election Results of the April 7, 2020 General Municipal Election held in Johnson County on June 2, 2020.

FOR: City of Warrensburg Council Member

And having compared the record of the Precinct Returns and Tally Sheets made by the Election Judges and having corrected any discrepancies, do hereby certify the following Abstract of Votes Cast.

City Council Member: Vote for Two (Three Year Term)

Casey Lund 1,249
Jim Kushner 956
Tarl E. Bentley 590

Certificate of Election Results

I, Diane Thompson, County Clerk/Election Authority of Johnson County, Missouri, do hereby certify that the following is a full and accurate return of all votes cast for all issues at said election as certified to me by the duly qualified and acting judges of said election.

Certified this 8th day of June, in the year 2020.




Diane Thompson
County Clerk/Election Authority
County of Johnson, State of Missouri

**City of Warrensburg
City Council Member
Vote For Two
Three Year Term**

Casey Lund

Jim Kushner

Tarl E. Bentley

Wills-In

Wills-In

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE DECLARING THE ELECTION OF TWO COUNCIL MEMBERS FOR A THREE-YEAR TERM AT THE GENERAL ELECTION HELD ON TUESDAY, JUNE 2, 2020

SECTION 1. The General Election for the City of Warrensburg was held on June 2, 2020, and it has been determined from a canvass of the election returns that Casey Lund and Jim Kushner were elected to fill three-year terms on the Warrensburg City Council.

SECTION 2. It is hereby declared and ordained that the City Clerk is hereby instructed to give a Certificate of Election under the seal of the City of Warrensburg, Missouri, to Casey Lund and Jim Kushner.

SECTION 3. This ordinance will be in full force and effect from and after its passage by the City Council.

Passed this _____ day of _____, 2020.

Casey Lund, Mayor

ATTEST:

Cindy Gabel, City Clerk

CITY OF WARRENSBURG
PUBLIC WORKS

Council Letter No. 20-

June 3, 2020

Honorable Mayor and
Members of the City Council
City of Warrensburg, Missouri

Dear Mayor and Council Members

SUBJECT: An Ordinance Authorizing the City Manager and City Clerk to Execute a Procurement Contract with Trojan Technologies for the East Wastewater Treatment Plant UV Upgrade Project, in the City of Warrensburg, Missouri

BACKGROUND:

In FY 2019, City Council approved the West Wastewater Treatment Plant UV Upgrade Project for replacement of the existing aging UV system. The product selected through the bid process was the Trojan Technologies (Trojan) UV system. It was determined to be in the best interest of the city to install the same equipment when the UV system is upgraded at the East Wastewater Treatment Plant. Staff recommends purchasing the UV system directly from the manufacturing and bidding the installation of the equipment separately. Trojan agreed to provide the same equipment installed at the West Plant for the East Plant at a discounted rate. The discount is approximately \$30,000, and the total cost of the equipment is \$349,951.

Ten percent of the total cost of the equipment will need to be paid upon approval of the proposal. The remaining cost will be due when the equipment is received in October 2020.

The contractor installation will be bid in the fall.

ISSUE:

Staff is requesting City Council consider and approve the procurement agreement with Trojan for the equipment needed for the East Wastewater Treatment Plant UV Upgrade Project.

STRATEGIC PLAN:

This is will be included in Focus I: Investment in Infrastructure.

FISCAL IMPACT:

The Fiscal Impact will be \$349,951 from the Wastewater Funding.

ECONOMIC BENEFITS/IMPACT:

Improved UV System that will provide a more cost effective and efficient disinfection system.

RECOMMENDATION:

Staff recommends passage of the ordinance.

Sincerely,

Danielle Dulin
Assistant City Manager

cc: City Manager

Attachments: Ordinance
Warrensburg Procurement Agreement
Trojan TUV Terms Conditions
Lifetime Disinfection Performance Guarantee
Trojan Scope of Supply

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE CITY MANAGER AND CITY CLERK TO EXECUTE A PROCUREMENT CONTRACT WITH TROJAN TECHNOLOGIES FOR THE EAST WASTEWATER TREATMENT PLANT UV UPGRADE PROJECT, IN THE CITY OF WARRENSBURG, MISSOURI

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WARRENSBURG, MISSOURI, AS FOLLOWS:

- Section 1. That the City Manager and City Clerk are hereby authorized to execute a procurement contract with Trojan Technologies., for the East Wastewater Treatment Plant UV Upgrade Project.
- Section 2. That the contract amount shall not exceed \$349,951.
- Section 3. That this ordinance shall be in full force and effect after its passage by the City Council.

Read two times and passed in open session this 15th day of June 2020.

Mayor

ATTEST:

Cindy Gabel, City Clerk

PROCUREMENT AGREEMENT

THIS AGREEMENT dated this ____ day of _____, 2020, by and between the City of Warrensburg, (herein "City") and Trojan Technologies (herein "Supplier").

IN CONSIDERATION OF the performance of the services rendered under this Agreement and payment for such services, the parties agree to the following:

1. **Services** - Supplier shall provide the City with UV disinfection equipment for the City's wastewater treatment facilities as more fully outlined in Supplier's proposal dated _____, which is fully incorporated _____ herein by this reference as if fully recited herein. Supplier agrees to provide all such products in a timely manner as established by the City, or in the absence of the designation, within a reasonable time after receipt of City directives. Supplier agrees to provide products by and through qualified personnel under standards and conditions generally accepted by professionals in the field or occupations for which products are provided. In the event of any conflict between the particulars of Supplier's proposal and this Agreement, this Agreement shall control.

No work shall be performed nor shall compensation be paid for Supplier work performed or products not specifically identified in Supplier's specific proposal without written authorization from the City. All work performed by the Supplier, based upon City written authorization, shall be subject to the terms and conditions of this agreement unless otherwise specifically agreed upon by the City and Supplier in writing.

Supplier shall comply with all applicable federal and state laws, City and County ordinances, and applicable codes, shall obtain and maintain all necessary licenses, approvals, and certifications in connection therewith. Supplier shall indemnify and hold the City and all its personnel harmless from and against any and all claims, damages, losses and expenses, including reasonable attorney's fees and litigation costs, to the extent caused by violation of any applicable law, or code by the Supplier, or from the failure of the Supplier to obtain the necessary licenses, approvals or releases required for performance of its work.

2. **Compensation** - In consideration for the Supplier's performance under this agreement, the City agrees to compensate the Supplier as set forth in the Supplier's proposal. No increases in the rates and charges set forth in the proposal shall be permitted without the written authorization of the City. Payments shall be made within thirty (30) days of receipt of invoice by the City. The invoice shall be submitted at delivery and identify the task or project by name, identify and quantify units charged for items supplied during the invoice period. The City reserves the right to withhold payment for

inadequately documented invoices until documented as required herein . The City further reserves the right to withhold payments for nonconforming goods or goods not timely provided in accordance with the Supplier's proposal when delays in performance of services are not attributable to the City, or as a result of a billing dispute between the City and Supplier. No penalty shall be assessed to City for such amounts withheld until after any dispute is resolved in Supplier's favor.

3. City Responsibilities - City agrees to furnish Supplier with all current and available information for this project, along with any information necessitated by changes in work or services initiated by the City which may affect City requirements.

4. Coordination of Work and Work Product - Supplier shall coordinate, as necessary, with the City's designated representative. All reports, to the City shall be considered the property of the City. When available and requested by the City, work product shall be provided in electronic form at actual cost in media compatible for use with City software and equipment.

5. Warranty - Supplier expressly warrants that all equipment, supplies, and/or services provided shall: (1) conform to each and every specification, drawing, sample or other description which was furnished to or adopted by the City, (2) as specified in the Request for Bids, (3) (4) be of free from defects in materials and workmanship, and (5) be performed in a professional and workmanship manner.. The warranties contained herein shall survive delivery and shall not be deemed waived either by reason of the City's acceptance of or payment for said equipment, supplies and/or services. Further, the warranties contained herein shall last for twelve (12) months commencing from acceptance of the equipment, supplies and/or services by the City or eighteen (18) months commencing upon delivery and

In addition, the lifetime performance guarantee provided by Supplier shall apply to the equipment provided to City.

6. Indemnification

6.1 Supplier agrees to indemnify, hold harmless and defend the City from and against any and all claims, actions, fees, expenses, costs, damages, losses and liabilities (including reasonable attorneys' fees) (collectively, "Liabilities") for bodily injury or death of any person or damage to real or tangible personal property which the City may sustain or incur, to the extent such Liabilities directly result from the negligence or willful misconduct of the Supplier, its employees, agents or representatives.

6.2 Supplier agrees to indemnify, hold harmless and defend City from and against any and all

Liabilities to the extent such Liabilities result from the infringement of any third party's intellectual property by any deliverables provided under this Agreement. The foregoing indemnification will not apply to the extent any infringement results from:

- a) the use of the deliverables other than in accordance with the terms of this Agreement and any applicable documentation or instructions supplied by Contract;
- b) any modification to the deliverables not expressly agreed to in writing by Supplier; or
- c) the combination of the deliverables with any materials not provided or expressly approved by Supplier.

7. Additional Services - No compensation shall be paid for any service or item supplied by the Supplier considered an additional service beyond the scope of services approved by the City unless rendition of that service or product and expense thereof has been authorized in writing by the City in advance of performance of such service or provision of such product. Any additional services performed by the Supplier or products supplied prior to such authorization by the City shall be deemed a part of basic proposal under this agreement, whether enumerated in this agreement or not, for which the Supplier shall be entitled to no additional compensation.

8. City Authorization - When the term City is used in this agreement, it shall mean the government of the City of Warrensburg, Missouri or the City of Warrensburg City Council, as the context requires. Authorization by the City shall mean written instruction from the City Council or the City Manager. It is further understood and agreed that no person or party is authorized to bind the City to any proposed agreement for services under the auspices of this agreement without having obtained the prior approval of the City of Warrensburg City Council or City Manager. In this regard, it is understood and agreed that the Supplier shall not be entitled to rely upon verbal representations by any agent or employee of the City in deviation to the terms and conditions of this agreement or as authorization for compensation for services except as may be approved by the City Council or City Manager in writing. When the term City's representative is used, it shall mean the City Manager or his designee as specified in writing.

9. Period of Services and Termination - Supplier shall fully perform the terms of its proposal within thirty (30) days of execution of this Agreement.

10. Governing Law - This agreement shall be governed by the laws of the state of Missouri.

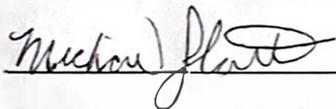
11. **Nature of Relationship** - Supplier herein is an independent Supplier and shall not act as an agent for the City, nor shall Supplier be deemed to be an employee of the City for any purposes whatsoever. The Supplier shall not enter into any agreement or incur any obligations on the City's behalf or commit the City in any manner.

12. **Miscellaneous** - This agreement constitutes the entire agreement of the parties superseding all prior negotiations, written or verbal, and may only be amended by signed writing executed by the parties through their authorized representatives hereunder. Supplier's terms and conditions of sale as negotiated, are hereby incorporated and attached hereto.

IN WITNESS WHEREOF, the parties have executed this agreement by their duly authorized signatories effective the date and year first-above written.

SUPPLIER

CITY OF WARRENSBURG, MISSOURI



BY: MICHAEL SHORT
REGIONAL MANAGER

Harold Stewart, II, City Manager

DATE: MAY 8, 2020

DATE:

ATTEST:

Cindy Gabel, City Clerk

Terms and Conditions Covering All Trojan Sales**1. CONSTRUCTION AND LEGAL EFFECT**

The sale by Trojan Technologies ("Trojan") to the purchaser ("Customer") of the goods, products, equipment (individually or collectively the "Equipment") and/or the services (the "Services") listed in any quotation, proposal, bid, scope of supply, and /or similar document, as may be amended by any applicable change agreed by Trojan (individually or collectively the "Quotation") will be solely upon the terms and conditions set out herein. Any purchase order shall not be effective until accepted by Trojan, and any additional or different terms and conditions contained in any purchase order, order acknowledgement or other communication of the Customer, and any waiver or modification of any terms and conditions set out herein, shall be deemed objected to without effect and will not be binding on Trojan unless specifically consented to in writing by an authorized representative of Trojan. A purchase order accepted by Trojan shall constitute an agreement between Trojan and the Customer, the terms and conditions of which are set out herein. The receipt of these terms by a Customer following a purchase order not in response to, or inconsistent with, a Quotation, shall be deemed a notification of objection to all inconsistent terms in that purchase order.

2. EQUIPMENT AND SERVICES SUPPLIED

Trojan will supply only the specific Equipment and Services specifically listed in the Quotation. Trojan assumes no responsibility to supply other equipment or services.

3. PRICES AND EXPIRATION

Prices for the Equipment and Services are as specified in the Quotation. If Trojan's delivery of Equipment and/or Services surpasses one (1) year in length, then at least on an annual basis, or if changes to the Equipment or Services are requested or needed, the parties shall conduct good faith discussions regarding changes to the prices for the Equipment and/or Services, to reflect Trojan's increased costs for which Supplier shall be entitled to additional fair and appropriate compensation. Installation, maintenance and any other services which relate to the Equipment are not included unless specifically provided for in the Quotation. The amount of any present or future excise, sales, use, value-added or similar tax, duty or other governmental charge applicable to the production, sale, shipment or use of Equipment or Services will be the responsibility of Customer and will be in addition to the prices set out in the Quotation. Any Quotation is valid for ninety (90) days from issuance, unless specifically consented to in writing by an authorized representative of Trojan.

4. PAYMENT

4.1 Customer shall pay all undisputed invoiced amounts due to Trojan within 30 days from the date of Trojan's invoice. Late payments are subject to subject to a monthly late payment assessment of up to 1.5% of the outstanding balance per month. Notwithstanding the foregoing, if Trojan believes timely payments from Customer will not follow, and/or if the level of costs incurred by Trojan for customer work or pass-through items is high, and/or if lead times are long, as determined by Trojan in its sole discretion, then Trojan may require payment on different terms, including but not limited to prepayment in full. For the avoidance of doubt, the final 5% of the purchase price is due no later than 30 days following the Acceptance Date, regardless of any delays in start-up of the Equipment. 4.2 Where the Customer is responsible for any delay in shipment by Trojan, the date on which the Equipment is ready for shipment by Trojan may be treated by it as the Delivery Date for purposes of determining the time of payment of the purchase price. In such event, the Equipment ready for shipment shall be held at the cost of the Customer and the Customer will be responsible for reasonable storage and insurance expenses with respect to such Equipment.

4.3 Customer and Trojan both recognize that there is a risk of wire fraud when individuals impersonating a business demand immediate payment under new wire transfer instructions. To avoid this risk, Customer must

verbally confirm any new or changed wire transfer instructions by calling Trojan and speaking with Trojan's Credit Manager before transferring any monies using the new wire instructions. Both parties agree that they will not institute wire transfer instruction changes and require immediate payment under the new instructions but will instead provide a ten (10) day grace period to verify any wire transfer instruction changes before any outstanding payments are due using the new instructions.

5. DELIVERY TERMS, PACKAGING, SHIPPING, SITE STORAGE AND HANDLING

Unless otherwise specified in writing by the Customer and consented to in writing by an authorized representative of Trojan, terms of Equipment delivery shall be "Ex Works" at the point of shipment, and:

- (a) Equipment will be boxed or crated as determined appropriate by Trojan for protection against normal handling and there will be an extra charge to the Customer for additional packaging required by the Customer with respect to waterproofing or other added protection,
- (b) the manner and routing of shipments will be at Trojan's discretion,
- (c) responsibility for payment of shipping costs to the project site will be as specified in the Quotation,
- (d) any insurance to be arranged with respect to shipping of the Equipment will be as specified in the Quotation,
- (e) delivery of Equipment to the initial carrier will constitute delivery and title passing to the Customer and Equipment will be shipped at the Customer's risk; any claim of the Customer for loss or damage in transit must be placed with the carrier and pursued by the Customer, and
- (f) Customer has sole responsibility for off-loading, storage and handling of the Equipment at the site.

6. DELIVERY

6.1 Trojan's quotation will provide a firm date for delivery of the Equipment (the "Delivery Date") which Trojan will then use to establish the production schedule for the Equipment. The Delivery Date will then be binding on the Customer except for any changes agreed in writing between Trojan and Customer.

7. CANCELLATION AND RETURN OF EQUIPMENT

The whole or any part of this order for the Equipment may be cancelled only with the prior written consent of Trojan. If Trojan does consent to a cancellation, such consent will be given only upon payment of reasonable cancellation charges in an amount determined by Trojan. In addition, with respect to any Equipment which is returned on a cancellation consented to by Trojan, the Customer will pay Trojan's cost of placing the returned Equipment in a saleable condition, sales expenses incurred by Trojan in connection with such returned Equipment, a reasonable restocking charge and freight costs incurred in connection with the original shipment and in connection with returning such Equipment to Trojan, all in such amounts as are advised to the Customer by Trojan.

8. ACCEPTANCE

Customer shall have no longer than thirty (30) days following receipt of a shipment of Equipment to inspect the Equipment. Customer may reject Equipment, in whole or in part, where the inspection reveals the Products are damaged, or are materially defective in workmanship or material. If Customer fails to timely reject Equipment or places the Equipment into operational use, the Products shall be deemed accepted. The foregoing time period shall not serve to negate Trojan's responsibilities or Customer's rights relating to final inspection, testing and acceptance in accordance with the contract documents, nor Customer's right to claim under any warranties or guarantees.

9. START-UP

9.1 For Equipment requiring start-up in the quotation, Trojan may request the Customer to provide a firm date for start-up of the Equipment (the "Start-Up Date"). Trojan may then schedule its technician to be on-site for the Start-up Date. The Start-up Date is binding except for any changes made as agreed between Customer and Trojan.

9.2 On the Start-up Date, Customer must have the Equipment and site ready, and must have paid all amounts then due and payable to Trojan. 9.3 Customer is the operator and in full control of its premises, including those areas where Trojan employees or contractors are performing service, repair and maintenance activities. Customer will ensure that all necessary

Commented [RD1]: 25% of the purchase price after sales confirmation but prior to release to purchase materials

•50% of the purchase price after release to purchase materials but prior to release for fabrication

•75% of the purchase price after release for fabrication but prior to equipment completion

•95% of the purchase price after equipment completion but prior to release for shipment

•100% of the purchase price after release for shipment

measures are taken for safety and security of working conditions, sites and installations during the performance of Services. Customer is the generator of any resulting wastes, including without limitation hazardous wastes. Customer is solely responsible to arrange for the disposal of any wastes at its own expense. Customer will, at its own expense, provide Trojan employees and contractors working on Customer's premises with all information and training required under applicable safety compliance regulations and Customer's policies. If Customer requires Trojan employees or contractors to attend safety or compliance training programs provided by Customer, Customer will pay Trojan the standard hourly rate and expense reimbursement for such training attended. The attendance at or completion of such training does not create or expand any warranty or obligation of Trojan and does not serve to alter, amend, limit or supersede any part of this Contract.

10. EXCUSABLE DELAYS

Trojan shall not be liable for any failure to meet the Delivery Date or the Start-up Date and/or meet any other obligations hereunder if such failure is due to reason(s) beyond Trojan's reasonable control including, without limitation, acts or omissions of carriers, labour difficulties, shortages, strikes or work stoppages of any type, fire, accident, explosion, flood, defaults or delays of suppliers, governmental acts or omissions, acts of God, acts of civil or military authorities, incomplete or inaccurate information supplied by Customer or any other cause beyond Trojan's reasonable control. In any such event, the Delivery Date and Start-up Date and/or other obligation due date shall be extended on a day for day basis to the extent of such delay.

11. WARRANTY

11.1 Trojan warrants the Equipment in accordance with its then-current warranty covering the specific Equipment ordered, generally under which Trojan warrants to the Customer that during the period ending 18 months after the Delivery Date or 12 months after the Start-up Date, whichever occurs first, Equipment which is manufactured by Trojan will be free from defects in material and workmanship and will function in accordance with the specifications specified in the Quotation.

11.2 This warranty shall not apply to any failure or defect which results from the Equipment not being operated and maintained in strict accordance with instructions specified in Trojan's Operation and Maintenance manual or which results from mishandling, misuse, neglect, improper storage, improper operation of the Equipment with other equipment furnished by the Customer or by other third parties or from defects in designs or specifications furnished by or on behalf of the Customer by a person other than Trojan. In addition, this warranty shall not apply to Equipment that has been altered or repaired after start-up by any one except:

- (a) authorized representatives of Trojan, or
- (b) Customer acting under specific instructions from Trojan.

All Equipment warranties set forth herein (and any related guarantees, performance bonds, and the like) shall only be enforceable if (a) all equipment is properly installed, inspected regularly and is in good working order, (b) all operations are consistent with Trojan recommendations, (c) operating conditions at the Customer site have not materially changed and remain within anticipated specifications, and (d) no reasonably unforeseeable circumstances exist or arise.

11.3 Customer must notify Trojan in writing within fifteen (15) days of the date of any Equipment failure. This notification shall include a description of the problem, a copy of the operator's log, a copy of the Customer's maintenance record and any analytical results detailing the problem. If Customer has not maintained the operator's log and maintenance record in the manner directed in the Operation and Maintenance manual, or does not notify Trojan of the problem as specified above, this warranty may, in Trojan's discretion, be invalid.

11.4 Customer will fully cooperate with Trojan, in the manner requested by Trojan, in attempting to diagnose and resolve the problem by way of telephone support. If the problem can be diagnosed by telephone support

and a replacement part is required, Trojan will either, at Trojan's expense, ship a repaired, reworked or new part to the Customer who will install such part as directed by Trojan or will direct Customer to acquire, at Trojan's expense, such part from a third party and then install such part as directed by Trojan.

11.5 If Trojan determines that the problem cannot be resolved by way of telephone support and/or shipment by Trojan, or acquisition by the Customer, of a replacement part for installation by the Customer, Trojan will send one or more persons to make an on-site inspection of the problem. If an on-site visit is made, Trojan personnel will evaluate the problem and repair or replace any Equipment determined to be in breach of this warranty. If the problem is not attributable to a breach of this warranty, Trojan reserves the right to invoice the Customer for this service.

11.6 Components of the Equipment which are manufactured by a third party but furnished to Customer by Trojan are warranted by the original manufacturer, only to the extent of the original manufacturer's warranty, and are not covered by this warranty.

11.7 This warranty is the exclusive remedy of the Customer for all claims based on a failure of or defect in the Equipment, whether the claim is based on contract (including fundamental breach), tort (including negligence), strict liability or otherwise. This warranty is lieu of all other warranties whether written, oral, implied or statutory. Trojan expressly disclaims any remedies of "cover" and any warranties implied by law, including but not limited to any warranty of merchantability or fitness for a particular purpose.

11.8 Lamp and lamp driver warranties, and obligations of Trojan concerning lamp replacements, are set out in separate lamp and lamp driver warranty documents.

12. LIMITATIONS OF LIABILITY

12.1 Trojan does not assume any liability for monetary damages, personal injury or property damage caused by use or misuse of the Equipment. Trojan has no responsibility for the supervision or actions of Customer's employees or contractors or for non-Trojan items (e.g., chemicals, equipment) and disclaims all liability and responsibility for any loss or damage that may be suffered as a result of such actions or items, or any other actions or items not under Supplier's control. Trojan shall not in any event be liable for liquidated, penalty, special, incidental, indirect or consequential damages including, without limitation, lost profits, lost business opportunities, lost revenue or loss or depreciation of goodwill, even if it has been advised of the possibility thereof. Trojan's liability shall, in all instances, be limited to repair or replacement of Equipment in breach of the above warranty and shall not exceed the cost of such repair or replacement. This liability with respect to repair or replacement will terminate upon the expiration date of the above warranty.

12.2 In addition to the foregoing, in no event shall Trojan's liability exceed that portion of the purchase price actually paid to it.

12.3 This limitation of liability shall survive any termination of any agreement based on its Quotation.

13. COMPLIANCE AND OTHER OBLIGATIONS

Customer will comply with all laws and regulations applicable to the installation or use of all Equipment, including applicable import and export control laws and regulations of the U.S., E.U. and any other country having proper jurisdiction, and will obtain all necessary export or import licenses in

connection with any subsequent export, re-export, transfer and use of all Equipment and technology delivered hereunder. Customer will not sell, transfer, export or re-export any Trojan Equipment or technology for use in activities which involve the design, development, production, use or stockpiling of nuclear, chemical or biological weapons or missiles, nor use Trojan Equipment or technology in any facility which engages in activities relating to such weapons. Customer will comply with all local, national, and other laws of all jurisdictions globally relating to anti-corruption, bribery, extortion, kickbacks, or similar matters which are applicable to Customer's business activities in connection with this Contract, including but not limited to the U.S. Foreign Corrupt Practices Act of 1977, as amended (the "FCPA"). Customer agrees that no payment of money or provision of anything of value will be offered, promised, paid or transferred, directly or indirectly, by any person or entity, to any government official, government employee, or employee of any company owned in part by a government, political party, political party official, or candidate for any government office or political party office to induce such organizations or persons to use their authority or influence to obtain or retain an improper business advantage for Customer or for Trojan, or which otherwise constitute or have the purpose or effect of public or commercial bribery, acceptance of or acquiescence in extortion, kickbacks or other unlawful or improper means of obtaining business or any improper advantage, with respect to any of Customer's activities related to this Contract. Trojan asks Customer to "Speak Up!" if aware of any violation of law, regulation or our Standards of Conduct ("SOC") in relation to this Contract. See <http://danaher.com/integrity-and-compliance> and www.danaherintegrity.com for a copy of the SOC and for access to our Helpline portal. Customer is not an agent or representative of Trojan businesses and will not present itself as such under any circumstance unless and to the extent it has been formally screened by Trojan compliance department and received a separate duly-authorized letter from Trojan Technologies setting forth the scope and limitations of such authorization.

14. INSPECTION

Inspection of Equipment by the Customer or its representative at Trojan's plant may be permitted provided that it is conducted under principles of confidentiality and does not unduly interfere with Trojan's production workflow and that complete details of the desired inspection are provided to Trojan in writing with sufficient advance notice.

15. PATENT INDEMNIFICATION

15.1 Trojan will not be liable with respect to any claim of patent or other intellectual property infringement made regarding any Equipment unless such claim is based on an assertion that Equipment manufactured by Trojan, in the form in which such Equipment is supplied to the Customer, infringes any United States or Canadian patent. Trojan's obligations hereunder shall not apply to Equipment modified, or used in an unauthorized manner, by the Customer or to the extent that infringement arises as a result of combining the Equipment with any other equipment, whether or not supplied by Trojan. Subject to the foregoing, provided that the Customer notifies Trojan promptly in writing of any such claim of infringement and authorizes Trojan to exercise sole control over the defence and/or settlement of any such claim, Trojan will indemnify the Customer against the reasonable expenses of defending such claim as well as any resulting damages finally awarded against Customer or agreed to in any settlement but only up to a maximum amount not exceeding the purchase price actually paid to Trojan for the allegedly infringing Equipment.

15.2 If an injunction is obtained against the further use of allegedly infringing Equipment, Trojan shall, at its option and expense, use its reasonable efforts to:

- procure for the Customer the right to continue using the Equipment,
- modify the Equipment so that it is no longer infringing,
- replace the allegedly infringing Equipment with non-infringing Equipment, or

(d) refund the purchase price paid to Trojan for the Equipment, less reasonable depreciation as determined by Trojan.

15.3 The foregoing provisions constitute Trojan's sole responsibility and liability, and the Customer's sole remedy, with respect to actual or alleged infringement of patents or other intellectual property.

15.4 The Customer hereby agrees to indemnify Trojan against all claims relating to or resulting from any actual or alleged patent infringement by Trojan which arises out of the manufacture and/or supply by Trojan of Equipment manufactured according to a design and/or specifications furnished to Trojan by the Customer or on behalf of the Customer by a person other than Trojan.

16. SPECIAL TOOLS, DIES, JIGS, FIXTURES AND PATTERNS

Any tools, dies, jigs, fixtures, patterns and similar items which are included or required in connection with the manufacture and/or supply of the Equipment will remain the property of Trojan without credit to the Customer. Trojan assumes the cost for maintenance and replacement of such items and shall have the right to discard and scrap any such item after it has been inactive for a minimum of one year, without credit to the Customer.

17. INTELLECTUAL PROPERTY & SOFTWARE.

All Trojan contributions to the Equipment and Services, the results of the Services, and any other work Equipment designed or provided by Trojan hereunder may contain or result in statutory and non-statutory Intellectual Property, including but not limited to patentable subject matter or trade secrets; and all such Intellectual Property remains the sole property of Trojan; and Customer shall not disclose (except to the extent inherently necessary during any resale of Equipment sold hereunder), disassemble, decompile, or otherwise reverse engineer said contributions, or any results of the Services, or any work Equipment, or otherwise attempt to learn the underlying processes, source code, structure, algorithms, or ideas.

All licenses to Trojan's separately-provided software Equipment may be subject to the separate software license agreement(s) accompanying the software media. In the absence of such terms and for all other software, Trojan grants Customer only a personal, non-exclusive license to access and use the software provided by Trojan with Equipment purchased hereunder solely as necessary for Customer to enjoy the benefit of the Equipment. A portion of the software may contain or consist of open source software, which Customer may use under the terms and conditions of the specific license under which the open source software is distributed. Customer agrees that it will be bound by any and all such license agreements. Title to software remains with the applicable licensor(s). Trojan grants Customer only a personal, non-exclusive license to use, or copy any documents delivered hereunder solely as necessary for Customer to enjoy the benefit of the Equipment. Such enjoyment includes use, operation, and maintenance of the Equipment.

18. RECORDS & AUDITS

Unless otherwise specifically agreed in writing by an authorized representative of Trojan, neither the Customer nor any representative of the Customer shall have the right to examine or audit any books, records or accounts of Trojan; or be entitled to, or have control over, any engineering or production prints, drawings or technical data which Trojan, in its sole discretion, considers to be of a confidential nature.

19. ASSIGNMENT

All rights and obligations of Trojan and the Customer will enure to the benefit of and be binding upon their respective successors and permitted assigns. The rights and obligations of Customer hereunder shall not be assignable without the prior written consent of Trojan. All rights and obligations of Trojan may be assigned in whole or in part to any Affiliate or to any person acquiring any assets of Trojan outside the ordinary course of business. An "Affiliate" shall mean any entity which controls, is controlled by or is under common control with Trojan, whether directly or indirectly. Any attempted assignment in violation of the provisions of this section shall be void.

20. CONFIDENTIALITY

20.1 All technical information, specifications, drawings, documentation



and knowhow of every kind and description disclosed by Trojan to the Customer and which is identified by Trojan as confidential shall be deemed to constitute "Confidential Information" of Trojan unless such information:

- (a) becomes part of the public domain through no fault of the Customer,
- (b) is disclosed to the Customer by a third party without breach of any obligation or other restriction,
- (c) is known to the Customer at the time of disclosure and has been documented as such, or
- (d) is required to be disclosed by legal, judicial or administrative proceeding.

20.2 All Confidential Information shall be owned by, and remain the exclusive property of, Trojan.

20.3 All Confidential Information shall be held in confidence by the Customer and, if in any form of physical media, returned by the Customer to Trojan upon request. The Customer shall not:

- (a) reproduce the Confidential Information without the written consent of Trojan, or
- (b) use the Confidential Information for any purpose other than in connection with the operation and maintenance of the Equipment.

20.4 The Customer shall be liable for and shall indemnify Trojan against all claims, demands, liabilities, losses, costs and expenses arising from any failure to comply with the terms hereof relating to Confidential Information. The Customer acknowledges that monetary damages may not be adequate in the event of any such failure to comply and that Trojan shall be entitled to injunctive relief in the event of any such non-compliance.

21. GOVERNING LAW

All issues relating to the construction, validity, interpretation, enforcement and performance of this agreement and the rights and obligations of Trojan and the Customer hereunder shall be governed by the laws of the State of Missouri. Any provisions of the *International Sale of Goods Act* or any convention on contracts for the international sale of goods shall not be applicable to this agreement.

22. MODIFICATION/WAIVER

These terms incorporate and/or replace all prior terms whether oral or written, and may not be changed by either party except by a writing signed by both parties. The failure by Trojan to enforce at any time any of the provisions of this contract, or to exercise any election or option provided herein, shall in no way be construed as a waiver of such provision or option, nor in any way affect the validity of this contract (or any part hereof), or the right of Trojan thereafter to enforce each and every such provision. If any provision hereof is held by a court of competent jurisdiction to be unenforceable the remaining terms and provisions shall be unaffected and remain in full force and effect.

###

Additional Terms and Conditions Covering Trojan Sales of Configured-to-Order Projects and Systems

In addition to all terms and conditions above, the following Sections 104, 106, 108, and 109 apply to Trojan sales of Configured-to-Order Projects, Systems, and the like:

104. PAYMENT

Unless otherwise noted in the Quotation, 10% of the purchase price for the Equipment is due 30 days after approval of engineering submittals, 85% of the purchase price is due 30 days after the Delivery Date (as defined below) and 5% of the purchase price is due 30 days after the Acceptance Date (as defined below), provided that if the Start-Up Date is less than 30 days after the Acceptance Date, 90% of the purchase price is due on or before the Start-Up Date.

106. DELIVERY

106.1 Trojan will request the Customer to provide a firm date for delivery of the Equipment to the project site (the "Delivery Date") which Trojan will then use to establish the production schedule for the Equipment. The Delivery Date will then be binding on the Customer except for any changes made in accordance with the provisions below.

106.2 The Customer can request a rescheduling of the Delivery Date on one occasion only by notifying Trojan in writing not less than four weeks prior to the scheduled Delivery Date. The Customer may request that the Delivery Date be extended by a period up to six weeks, without penalty, but may not request that the Delivery Date be moved forward. The Customer may also request that the Delivery Date be extended beyond a six week period but, Trojan may not agree to such extension, beyond the maximum six week extension period.

106.3 Trojan may, in its sole discretion, agree to change the Delivery Date on more than one occasion or if less than four weeks' prior notice is provided of a requested change, but is under no obligation to do so.

106.4 Trojan reserves the right to reschedule the Delivery Date to a date prior to or subsequent to the scheduled Delivery Date in order to accommodate its shipping, production or other requirements. This right to reschedule will be applicable unless otherwise agreed in writing by an authorized officer of Trojan. Trojan will provide the Customer or its representative with a minimum of 24 hours notice of any such rescheduling.

106.5 Where any change to the Delivery Date is made at Customer's request, for all purposes with respect to the warranty and payment provided by Trojan in connection with the Equipment, the initial Delivery Date will be considered to be the Delivery Date regardless of any change later made to the Delivery Date.

108. ACCEPTANCE

108.1 During the period between the Delivery Date and the Start-up Date, the Customer shall prepare the Equipment and the project site for installation and start-up and, unless otherwise agreed in writing by an authorized representative of Trojan, shall complete acceptance testing with respect to the Equipment. The Equipment shall be deemed to be accepted on the earliest to occur of the following dates (the "Acceptance Date"):

- (a) that date on which the Equipment can function in either manual or automatic operation and provide disinfection in accordance with criteria specified in the Quotation, or
- (b) 60 days after the Delivery Date.

108.2 All amounts which remain owing by the Customer for the Equipment, including any amount which is specified to be payable on the Acceptance Date, will be paid by the Customer to Trojan within 30 days after the Acceptance Date, unless otherwise agreed in writing by an authorized representative of Trojan.

108.3 Written notification must be given by the Customer to Trojan within seven days after the Acceptance Date listing any outstanding deficiencies with respect to the Equipment and Trojan will use all reasonable efforts to correct such deficiencies promptly.

109. START-UP

109.1 Trojan will request the Customer to provide a firm date for start-up of the Equipment (the "Start-Up Date"). Trojan will then schedule its technician to be on-site for the Start-up Date. The Start-up Date is binding except for any changes made in accordance with the provisions below. 109.2 On the Start-up Date, Customer must have the Equipment and site ready as provided in the Installation Preparation Checklist contained in the Contractor Installation Package sent to Customer, and must have paid all amounts then due and payable to Trojan.

109.3 Customer can request a rescheduling of the Start-up Date by notifying Trojan in writing not less than three weeks prior to the Start-up Date. Customer may request that the Start-up Date be extended, but may not request that the Start-up Date be moved forward. Trojan requires a minimum extension period of two weeks between the existing Start-up Date and the requested new Start-up Date in order to reschedule its technician.

109.4 Trojan may, in its sole discretion, agree to reschedule the Start-up Date where a Customer requests less than a two week extension but is under no obligation to do so. In the event that Trojan does agree to less than a two week extension or that Customer requests more than two changes to the Start-up Date, Customer will be charged an administration fee in an amount determined by Trojan.

109.5 Trojan reserves the right to reschedule the Start-up Date to a date which is prior to or subsequent to the scheduled Start-up Date in order to accommodate its resource availability. This right to reschedule will be applicable unless otherwise agreed in writing by an authorized officer of Trojan. Trojan will provide Customer or its representative with a minimum of 72 hours notice of any such change to the Start-up Date. 109.6 In the event that Trojan's technician arrives at the project site and finds that the Equipment or the project site is not ready for start-up as defined in the Contractor Installation Package, or any amounts then due and payable to Trojan remain unpaid, Customer may either:

- (a) provided all amounts then due and payable to Trojan have been paid, issue a purchase order for all costs involved in having Trojan correct the deficiencies, or
- (b) have Trojan's technician leave the site and then reschedule the Start-up Date to a date when all deficiencies will be corrected and the Equipment will be ready for start-up as defined in the Contractor Installation Package. If Customer selects this option, the cost of rescheduling will be not less than a minimum amount specified by Trojan, with the final cost being determined by Trojan based on its costs and expenses incurred in connection with the rescheduling.

###

LIFETIME DISINFECTION PERFORMANCE GUARANTEE

TROJAN TECHNOLOGIES certifies to the **WARRENSBURG, MO West WWTP** that the **TROJANUV3000Plus™ DISINFECTION EQUIPMENT** supplied will disinfect to the limits of:

- 206 E.COLI / 100 ML, 30-DAY GEOMETRIC MEAN
- 1030 E.COLI / 100 ML, 7-DAY GEOEMTRIC MEAN
- PEAK FLOW: 12.4 MGD
- TSS: <30 mg/L, MAXIMUM
- UV TRANSMITTANCE @ 253.7 nm: 60%, MINIMUM

This performance guarantee is provided with no limit on the concentration of influent coliform to the UV System.

This performance guarantee is contingent upon the proper care and maintenance of the unit as detailed within the TrojanUV3000Plus™ Operation and Maintenance Manual using Trojan-approved replacement parts.

If the above mentioned conditions are met and the UV disinfection system does not meet the above disinfection requirements, Trojan Technologies will cooperate with the **Warrensburg, MO West WWTP** to investigate and offer recommendations to resolve the issue. If following such investigation, it is determined that the system sizing for the TrojanUV3000Plus™ as provided in this proposal requires modification to either the number or size of operating banks of equipment in order to meet the above disinfection requirements, Trojan will provide required additional UV disinfection equipment at no additional cost to the **Warrensburg, MO West WWTP**.



**SCOPE OF SUPPLY FOR WARRENSBURG EAST SIDE REPLACEMENT UV SYSTEM
ULTRAVIOLET DISINFECTION EQUIPMENT – TROJAN SYSTEM UV3000Plus™**

Prepared for: All bidding General Contractors

Project Name: Warrensburg East Side Replacement UV System

Submitted by: Michael Shortt, Regional Manager

Addendum: 1,2,3

Trojan Quote: 216527 (April 6, 2020)

Design Criteria:

Current Peak Design Flow:	12.40 MGD
UV Transmission:	60% minimum
Total Suspended Solids:	30 mg/L (maximum)
Discharge Limit:	206 E.coli/100mL (based on a 30 day Geo Mean) 1030 E.coli/ 100mL (based on a 7 day Geo Mean)

We are pleased to submit the following scope of equipment based on the above criteria.

The purchaser is responsible for reading all information contained in this Supply Contract. Trojan will not be held accountable for the supply of equipment not specifically detailed in this document. Supplemental Terms and Conditions are attached to this document. Detailed installation instructions are provided with the shop drawings and are available earlier upon request. Changes to this Scope of Supply that affect selling price will be handled through a change order.

Please refer all inquiries to Trojan Manufacturer's Representative:

Representative:	Trent Ropp Ray Lindsey Company
Phone:	816-388-7440
Fax:	816-388-7434

This proposal has been respectfully submitted by,
Trojan Technologies

Michael Shortt
Regional Manager
Trojan Technologies

Unless otherwise indicated in this proposal all conduit, conductors, local disconnects and transformers (if required) are the responsibility of the CONTRACTOR and are not included in this Scope of Supply.

ULTRAVIOLET MODULES

Trojan's Responsibility:

Each module supplied shall be completely assembled containing lamps, quartz sleeves and be electrically wired to each electronic ballast. Modules are shipped in a support rack and crated.

Model and Make:	Standard System UV3000Plus™
Quantity:	Sixteen (16) UV modules each containing eight (8) Lamps
Material of Construction:	316 stainless steel frame
Approximate Weight:	112 lbs

SYSTEM CONTROL CENTER

Trojan's Responsibility:

One (1) System Control Center (SCC) shall be supplied to monitor and control the UV System. Trojan will provide a PLC I/O and soft address map to aid the Contractor with integration of the UV PLC and WWTP SCADA system. The UV SCC shall consist of the following:

Quantity Supplied	One (1) SCC
Location:	Pedestal mounted
Controller Type:	CompactLogix
Operator Interface:	AB Panelview Plus 7 (7") Indoor Rated
Panel UPS:	15 Min on 24VDC (PLC)
Material of Construction:	304 Stainless Steel
Enclosure Rating:	Type 4X (IP66)
Approximate Weight:	200 lbs

Installation Contractor's Responsibility:

The Installation Contractor to be responsible for mounting the SCC as indicated on the drawings. The Installation Contractor to be responsible for the supply, installation and connection of the following at the SCC:

1. One (1) 120V, single phase, 2 wire + ground, 60Hz, 1.8 kVA minimum power supply
2. One (1) 4 – 20 mA DC analog signal from plant flow meter
3. One (1) Ground Link, 14 gauge minimum type TWH stranded, daisy chained to HSC and PDCs.
4. One (1) serial communication link consisting of one (1) shielded twisted pair, 18 gauge maximum from the HSC and PDCs (daisy chained).
5. Discrete signals from Plant SCADA for remote monitoring

POWER DISTRIBUTION CENTERS

Trojan's Responsibility:

The Power Distribution Center (PDC) distributes power to the UV Modules and shall consist of the following:

Quantity Supplied:	Four (4) PDCs
Material of Construction:	304 Stainless Steel
Enclosure Rating:	Type 4X (IP66)
Approximate Weight:	220 lbs each

Installation Contractor's Responsibility:

The Installation Contractor to be responsible for setting in place and bolting the Power Distribution Centers (PDCs) to the top of channel. The Installation Contractor to be responsible for the supply, installation and connection of the following at each PDC:

1. One (1) 480/277V, 3 phase, 4 wire + ground, 60Hz, 12.3 kVA power feed with local disconnect
2. One (1) Ground Link, 14 gauge minimum, TWH stranded single wire from the HSC.

3. One (1) communication link consisting of one (1) shielded twisted pair from the SCC and daisy chained to other PDCs.
4. One (1) pair of 12Volt DC, 18 gauge minimum discrete signal to the Water Level Sensor from PDC closest to the sensor.
5. One (1) pair of 24Volt DC, 18 gauge remote I/O to the HSC.
6. Connection of communication, power cables and hydraulic lines from the UV Modules

HYDRAULIC SYSTEM CENTER

Trojan's Responsibility:

The Hydraulic System Center (HSC) houses the ancillary equipment required to operate the quartz sleeve cleaning system.

Quantity Supplied:	One (1) HSC
Materials of Construction :	304 Stainless Steel
Enclosure Rating:	Type 4X (IP66)
Approximate Weight:	300 lbs

Installation Contractor's Responsibility:

The Installation Contractor to be responsible for setting in place and bolting the HSC and manifold as shown on the contract drawings. The HSC should be located within 50 feet (15 meters) from the farthest PDC. The Installation Contractor shall be responsible for the supply, connection and installation of the following at the HSC:

1. One (1) 480V, 3 phase, 3 wire + ground, 60 Hz, 2.5 kVA power feed with local disconnect
2. One (1) ground link of, 14 gauge minimum, TWH stranded from the PDC(s).
3. Connection of the hydraulic hoses from PDC(s). Hoses and connections will be supplied by Trojan.
4. One (1) serial communication link of one (1) twisted, shielded pairs, 18 gauge maximum cable from the SCC and daisy chained to the PDC's.
5. One (1) pair, 18 gauge minimum, 24Volt DC remote I/O from the closest PDC.

SUPPORT RACKS

Trojan's Responsibility:

Support racks are provided to support UV modules in the effluent channel.

Quantity Supplied:	Four (4) racks
Material of Construction:	304 Stainless Steel
Approximate Weight:	<100 lbs each

Installation Contractor's Responsibility:

The Installation Contractor to be responsible for setting in place and bolting the support racks to the channel walls. The Contractor will be required to supply eight (8) 1/2" Diameter x 5 1/2" Long expansion anchor bolts per rack. Install approved (engineered) anchor points for personnel to use as part of their fall restraint system around the open channels. The anchor points must be positioned so that the preferred retractable lifeline of 8 feet is of sufficient length to access the work at the channel. Refer to local safety regulation.

WATER LEVEL SENSOR KIT

Trojan's Responsibility:

The water level sensor is located downstream of the UV System and provides a digital signal to shut down and protect the UV System if the water level is too low.

Quantity Supplied:	Two (2) electrode type water level sensors
Enclosure Rating:	Type 4X
Approximate Weight:	10 lbs (panel)

Installation Contractor's Responsibility:

The Installation Contractor to be responsible for setting in place and bolting the water level sensor panel to the effluent channel wall. The Installation Contractor shall also be responsible for the supply of mounting hardware,

watertight conduit and supply and connection of one discrete signal (pair of 12V DC, 14 gauge) from the water level sensor probe to each PDC.

INDIVIDUAL UV MODULE LIFTING SLING WITH FRAME

Trojan's Responsibility:

In order to remove individual modules, by mechanical means, a 2 rope sling with frame shall be supplied to interface with the existing overhead crane.

Quantity:	One (1) Sling Kit
Materials of Construction:	304 SST
Approximate Weight:	5 lbs

SPARE PARTS , SAFETY EQUIPMENT and ADDITIONAL ITEMS

Trojan's Responsibility:

The following spare parts and safety equipment will be supplied with the UV system:

Thirteen (13)	UV lamps
Sixteen (16)	Quartz sleeves
Seven (7)	Ballasts
Thirteen (13)	Wiper seal kits
One (1)	UV intensity sensor
One (1)	CCB board kit
One (1)	Operators Kit (including face shield, gloves and cleaning solution)
One (1)	A set of corrosion inhibitors

NOTES AND CLARIFICATIONS TO SPECIFICATION

Trojan appreciates the opportunity to submit this proposal. Our proposal is submitted subject to and based on Trojan's standard terms and conditions, which we have attached as part of our proposal. We believe these terms and conditions are customary in the trade and respectfully reserve the opportunity to negotiate, fair and reasonable contract terms acceptable to both parties, if Trojan is selected for this project. Furthermore, flow-downs from the construction contract shall be minimized to the extent they are applicable to UV Supplier's scope of work, and subject to negotiation.

- Trojan will reuse existing channel reduction baffles
- No Transformers are supplied as site power is 480/277V 4 wire + ground
- **Section 46 66 10--2.6.C.1.c** - Trojan will not provide PLC and HMI software licenses
- **Section 46 66 10, article 1.1 A.2 and 1.2 C** – Installation contractor is responsible for changes to the existing facilities as well as design and installation of all items not included in Trojan Scope of Supply.
- **Section 46 66 10, article 2.5.B** – Interconnect cabling shall be specified, sized, provided, and installed by the installation contractor.
- **Section 46 66 10, article 3.2.B.3** – Sample collection and analysis costs shall be by others.
- **Section 46 67 00, article 2.2.D.12** – Trojan provides 600V rated wires for power and control, and 300V rated wires for signal and communication.
- **Section 40 97 00, article 2.2.B.3 d** – Trojan to use ABB 22mm selector switches
- **Section 46 66 10, paragraph 1.2 Quality Assurance Sub Par B 2.** - Provide a written performance guarantee that the disinfection equipment supplied shall meet or exceed the design criteria and performance requirements specified herein for the life of the UV system regardless of inlet coliform concentration.

DOCUMENTATION (SHOP DRAWINGS AND O & M MANUALS)

Trojan's Responsibility:

The following documentation will be supplied to the contractor by Trojan per the following schedule:

- Submittal shop drawings 4-6 weeks after receipt of written purchase order.
- O&M manuals at time of equipment delivery.

DELIVERY, START-UP AND TRAINING

Equipment shipped 8-10 weeks after approval of Shop Drawings.

Installation Contractor's Responsibility:

The Contractor is responsible for:

- Unloading of the components supplied by Trojan, storage of all components, in a clean dry environment
- Installing the equipment outlined in the scope of Supply in accordance with contract drawings, Trojan's shop drawings, instructions and installation checklist.
- Supplying all conduits and conductors and components per the sites state regulations and components indicated as supplied by others,
- Completing the Checklist and returned at least two (2) weeks prior to date requested for commissioning.

The following start-up services will be provided by Trojan-certified technicians:

- Supervising the unloading of the equipment
- Installation assistance as required by phone or fax. Technical Assistance Center 1-866-388-0488 or tac@trojanuv.com
- Start-up and testing of the installed UV equipment.
 - If the Trojan's Certified Service Technician determines the Contractor work is not complete and the start-up cannot be completed in the allotted time a return visit will be scheduled at the Contractors expense.
- Classroom and/or jobsite training for operations staff
 - If trainees are not available a return visit will be scheduled at the Contractors expense.

WARRANTY

Trojan's Responsibility:

Trojan Technologies will warrant the equipment and parts for 12 months after start-up or 18 months after shipment, whichever comes first. Refer to attached Terms and Conditions for additional details.

- UV lamps shall be warranted for 12000 hours, prorated at 9000 hours.
- Ballasts shall be warranted for 5 years, prorated after 1 year.

SELLING PRICE

\$ 349,951 USD (Provided Purchase Order received by June 30, 2020)

- If UV System Start-up is required within 30 days of shipment, Trojan requires 95% payment unless agreed upon in writing before authorizing system Start-up.
- Freight included for all North American projects.
- Selling price does not include any applicable duties or taxes.

PAYMENT TERMS

10% after approved submittal

85% upon delivery of equipment to site

5% upon equipment acceptance or 60 days after delivery (whichever occurs first)

- Net 30 Days

Bill No. _____

Ordinance No. _____

AN ORDINANCE OF THE CITY OF WARRENSBURG RATIFYING THE DECLARATION OF EMERGENCY OF THE CITY MANAGER DATED MAY 29, 2020, RATIFYING REGULATIONS ADOPTED THEREUNDER, AND EXTENDING THE DURATION OF THE EMERGENCY DECLARATION PENDING FURTHER ACTION BY THE CITY COUNCIL.

WHEREAS, Chapter 7, Section 7.2, of the Code of Ordinances of the City of Warrensburg, Missouri grants the City Manager the authority to declare an emergency whenever a disaster is imminent or actually occurs with the city, and the safety and welfare of the inhabitants is jeopardized; and,

WHEREAS, in December 2019, a novel coronavirus, which results in illness now designated COVID-19, was detected in Wuhan, China; and,

WHEREAS, symptoms of COVID-19 include fever, cough, and shortness of breath, and can range from mild to severe illness, and presents significant risk of death to persons with depressed immune systems, certain pre-existing conditions, and the elderly; and,

WHEREAS, on January 30, 2020, the World Health Organization (WHO) Director General declared the outbreak of COVID-19, as a Public Health Emergency of International Concern, advising countries to prepare for the containment, detection, isolation and case management, contact tracing and prevention of onward spread of the disease; and,

WHEREAS, on March 5, 2020, the WHO Director General urged aggressive preparedness and activation of emergency plans to aggressively change the trajectory of this epidemic; and,

WHEREAS, on March 11, 2020, the WHO declared COVID-19 a global pandemic; and,

WHEREAS, the Center of Disease Control (CDC) is closely monitoring the growing number of COVID-19 cases that have spread into the United States, and,

WHEREAS, on March 13, 2020, Governor Michael L. Parson declared a State of Emergency for the State of Missouri; and,

WHEREAS, on March 16, 2020, the Johnson County Commissioners declared a State of Emergency for Johnson County, Missouri; and,

WHEREAS, on March 23rd, 2020 the City Council ratified the original declaration of a State of Emergency by the City Manager for the City of Warrensburg; and,

WHEREAS, on June 11, 2020 Governor Michael L. Parson extended the State of Emergency for the State of Missouri through December 30, 2020; and

WHEREAS the continued spread of COVID-19 constitutes a natural calamity and presents an imminent threat of widespread illness which could overwhelm local health care resources, increasing the risk of death in the community, which requires emergency action; and,

WHEREAS, the proclamation of a state of emergency provides the City the ability to take measures to reduce the possibility of exposure to disease, control the risk, and promote the health and safety of Warrensburg residents; and,

WHEREAS, the City wishes to employ all means available under the law to protect life, health, safety, and property to limit the development, contraction and spread of COVID-19 creating this emergency; and,

WHEREAS, pursuant to Section 77.530 RSMo, the Council is empowered to take measures designed to prevent and abate the spread of contagious disease within the City, and the Council finds and declares the provisions of this Ordinance to be essential to the carrying out of that power,

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WARRENSBURG, MISSOURI AS FOLLOWS:

Section One. The Declaration of Emergency Adjustments of the City Manager dated May 29, 2020, and attached hereto, is ratified and adopted by the City Council of the City of Warrensburg.

Section Two. The changes adopted by the May 29, 2020 declaration of emergency adjustments are hereby ratified and extended for the term that this ordinance is in force as follows:

1. All time limits imposed by City Code or applicable law, either actions required to be taken by the City or filed with the City, are reinstated.
2. Applications for zoning, plats, and variances will again be accepted by the City.
3. Fingerprinting services provided by the Police Department will resume June 15, 2020 but under limited hours and with new procedures allowing for social distancing and the safety of citizens and City staff.
4. Meetings by City Council appointed Boards, Commissions and Task Forces are to resume. If a meeting is to be conducted in person, social distancing is to be observed and the public is to be provided the ability to participate via teleconference or video conference to assist with adherence to social distancing needs.
5. The lobbies of Sewer Billing, the Police Department, and the Community Development Permit Clerk will be reopened to provide service to the public. Sanitization stations will be available for use to the public when entering and leaving any such facility. Wearing of masks by the public when entering a City facility is strongly encouraged. Adherence to social distancing markings in the facilities is also required.

6. The Warrensburg Old Drum & Friends Animal Shelter will be reopened to the public under guidelines and protocols as determined by the City Manager.

Section Three. The State of Emergency declared by the City Manager and the regulations adopted thereunder are hereby extended until December 30, 2020.

Section Four. This ordinance and the regulations adopted hereunder shall be in immediate force and effect from and after passage of this ordinance.

Read two times and passed by title in open session this ____ day of June, 2020.

Mayor_____

Attest:

Cindy Gabel, City Clerk



PRESS RELEASE

City of Warrensburg
102 S. Holden
Warrensburg, MO 64093
Office 660-747-9131 FAX 660-747-8927
www.warrensburg-mo.com

FOR IMMEDIATE RELEASE

State of Emergency Adjustments for City of Warrensburg by City Manager

Warrensburg, MO (May 29, 2020) – The City of Warrensburg has been under a State of Emergency in response to the COVID-19 (Corona Virus) Pandemic since March 17, 2020. The City Council ratified and extended the Emergency Order during their March 23, 2020 Council meeting.

City Manager Harold Stewart states, “Thanks to the collective efforts of leaders throughout the community, medical personnel, and most importantly citizens, the number of positive COVID-19 have decreased significantly. In response to the current low number of cases the City is beginning the process of phasing out many of the restrictions and limitations that were imposed as part of March’s State of Emergency Order.”

The previous Declaration put into action the following rules:

1. That all time limits imposed by City Code or applicable law, either actions required to be taken by the City or filed with the City, are tolled pending the lifting of the emergency and resumption of normal operations. This does not apply to State law deadlines.
2. Applications for zoning, plats, and variances will not be accepted by the City until the emergency is lifted.
3. Fingerprinting services provided by the Police Department are suspended until the emergency is lifted.
4. Interactions between the general public and City Staff will be limited to phone or email contact where possible for the protection of both the public and the staff.
5. Purchases of emergency supplies and materials will be done in accordance with emergency purchase procedures.

The following adjustments to the Order are to take place beginning June 1, 2020.

1. All time limits imposed by City Code or applicable law, either actions required to be taken by the City or filed with the City, are reinstated.
2. Applications for zoning, plats, and variances will again be accepted by the City.
3. Meetings by City Council appointed Boards, Commissions and Task Forces are to resume. Meetings should be conducted via video conference or teleconference. Meetings conducted in person must receive prior approval by the City Manager. If a meeting is approved to be conducted in person, social distancing is to be observed and the public is to participate via teleconference or video conference to assist with adherence to social distancing needs.

In addition, these following adjustments will begin June 15, 2020:

1. The lobbies of Sewer Billing, the Police Department, and the Community Development Permit Clerk will be reopened to provide service to the public. Sanitization stations will be available for use to the public when entering and leaving any such facility. Wearing of masks by the public when entering a City facility is strongly encouraged. Adherence to social distancing markings in the facilities is also required.
2. Fingerprinting services provided by the Police Department will resume, but under limited hours and with new procedures allowing for social distancing and the safety of citizens and City staff.
3. Limited hours will be available at the Warrensburg Old Drum & Friends Animal Shelter for adoptions. Owner surrenders of pets will be considered, subject to Shelter capacity, but must be discussed with and approved by the Shelter Manager prior to bringing the animal to the facility. All public access will be by appointment only and citizens are to remain in their vehicles while awaiting the beginning of their appointment. Further information regarding procedures and protocols will be available from the Shelter by request and posted on the City/Shelter website.

City Staff continues to work and be available to assist the community, however, where possible interaction is encouraged to be limited to via phone or email. Contact information for departments and staff are available on the City's website www.warrensburg-mo.com.

Per CDC guidelines the public is still strongly encouraged to limit public interaction and travel to essential purposes, to wear masks and social distance when out in public, and to wash/sanitize their hands frequently.

WARRENSBURG MAIN STREET

ANNUAL REPORT

2019 STATISTICS

10 NEW
BUSINESSES



7 TRAININGS
ATTENDED

VOLUNTEER HOURS

2,557

VALUE OF
VOLUNTEER HOURS

\$47,816

PUBLIC IMPROVEMENTS

\$232,889



PRIVATE IMPROVEMENTS

\$781,910

21 EVENTS HELD

24

FARMERS' MARKET DAYS

2020 CURRENT BUILDING OCCUPANCY

64%
OCCUPIED

22%
VACANT

14%
HOUSING

*SINGLE FAMILY RESIDENCE
& APARTMENTS*

WARRENSBURG MAIN STREET

JUNE 2020
ANNUAL REPORT



OUR MISSION

The Mission of Warrensburg Main Street, Inc. is to promote, improve, and preserve the unique character and economic vitality of downtown Warrensburg while embracing our growing community.

OUR VISION

The Vision of Warrensburg Main Street, Inc. is the continued economic growth and betterment of our historic downtown and community.

CURRENT STAFF

2 FULL TIME POSITIONS:

Executive Director, Jill Purvis
Events Coordinator, Jamie DeBacker

2 PART TIME POSITIONS: Funded by USDA Grant

Farmers' Market Manager, Monica Mitcheltree
Farmers' Market Intern, Caitlyn Harrison

WARRENSBURG MAIN STREET

JUNE 2020
ANNUAL REPORT

BOARD OF DIRECTORS



PRESIDENT: Katie Scully

VICE PRESIDENT: Rhonda Gelbach

TREASURER: Sarah Craig

SECRETARY: Amie Nabiyev

Jason Elkins Gina Carlyle Mike Carey
Eiann Misner Chance Riddle Crystal Schreiner

Scott Holmberg - City Councilman, Ex-Officio
Jeff Reynolds - Police Department, Ex-Officio
Jessica Rhodes - UCM Representative, Ex-Officio
Aerin Sentgeorge- Warrensburg Arts Commission, Ex-Officio

WARRENSBURG MAIN STREET

JUNE 2020 ANNUAL REPORT

OUR RESOURCES

- Downtown Business Owner Meetings: Bi -Monthly
- Private Downtown Business Owners Facebook Page
- Monthly Email Updates
- Social Media and Google training
- Downtown Shopping and Dining Guide
- Dedicated page on Main Street website
- Individual Business Marketing & Promotion
- COVID-19 Resources: Stay at Home Order
 - Weekly Zoom Meetings:
 - Tuesday's - Informative
 - Friday's - TGIF Networking
 - COVID Directory
 - Weekly News Letters
 - Attended & Offered Weekly Webinars
 - Weekly Meeting with Missouri Main Street with updates



OUR INVOLVEMENT

Love What's Local Committee: 4 annual events
Member of Warrensburg Economic Coalition
Meet regularly with Johnson County Economic Development
2019 Partnered with over 15 community organizations
Attend Base Community Council
Attend Historic Preservation Council Meetings
2019 CLIMB Graduate & 2020 CLIMB Board Member
Work with 5 UCM classes/organizations to collaborate with WMS

WARRENSBURG MAIN STREET

JUNE 2020
ANNUAL REPORT

OUR COMMITTEES



DESIGN

2019 Members: 6

2020 Members: 10

HIGHLIGHTS

Facade Grant

Art in Downtown

Downtown Clean Up

Downtown Beautification

Christmas Decorations

Historical Scavenger Hunt

PROMOTION

2019 Members: 4

2020 Members: 6

HIGHLIGHTS

Downtown Trick or Treat

4th of July

Dicken's Christmas

Art Walks

Summer Concerts



WARRENSBURG MAIN STREET

JUNE 2020
ANNUAL REPORT

OUR COMMITTEES



ORGANIZATION

2019 Members: 6

2020 Members: 5

HIGHLIGHTS

Accreditation 2020	Farm to Table
Board Member Recruitment	Piccadilly
Burg Fest	Partnership
Evening of Excellence	Volunteers

ECONOMIC VITALITY

2019 Members: 10

2020 Members: 10

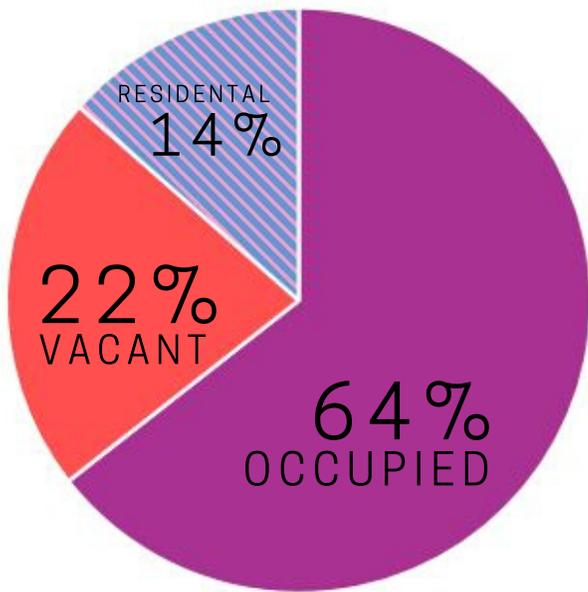
HIGHLIGHTS

Wedding Walk	Farmers' Market
Economic Data Collection	Business Incubator
Small business support	
Shopping & Dining Guide	



WARRENSBURG MAIN STREET

JUNE 2020 ANNUAL REPORT



Total Buildings: 141

Warrensburg Main Street Map of Service Area

This map depicts the current area that we use as our service area. This number represents the physical number of buildings in our downtown. Some buildings may have multiple businesses within them. The vacant buildings include all buildings even if they are not available for rent or sale. The residential spaces include single family residential and apartments only.

WARRENSBURG MAIN STREET

JUNE 2020 ANNUAL REPORT



This map depicts the current business demographic in Downtown Warrensburg.

Eat & Drinks - Restaurants, Bars & Cafes

Retail - Retail Shopping

Services - Salons, Massage, Printing, etc

Professional Services - Lawyers, Title companies

Government - Police, City Hall, Courthouse

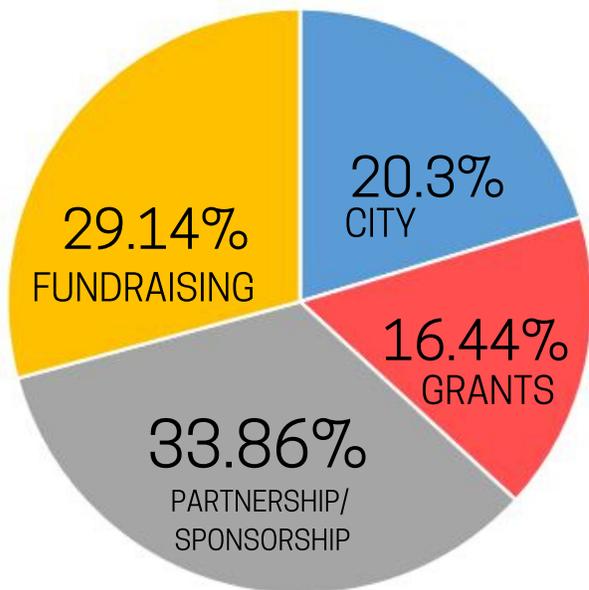
Human Services - Non Profits, Churches

Vacant - Buildings with no businesses



WARRENSBURG MAIN STREET

JUNE 2020 ANNUAL REPORT



2019 Funding

City: Contract of Services

Grants: USDA(year 2 of 3), Tourism, Friends of Music, Warrensburg Arts Council, MAC

Partnership/Sponsorship: Partnership campaign, Event Sponsors

Fundraising: Piccadilly, Farm to Table, Burg Fest

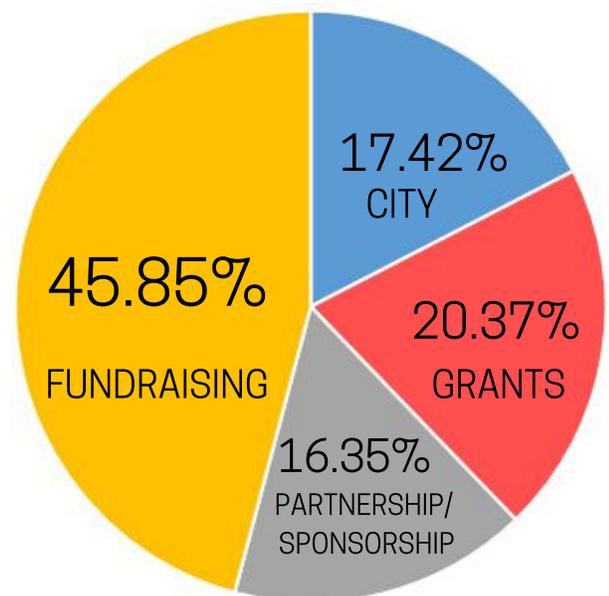
2020 Funding: Proposed preCOVID

City: Contract of Services 2019 funding level

Grants: USDA(year 3 of 3), Tourism, Friends of Music, Warrensburg Arts Council, Missouri Humanities, TRIM Grant, Corporate Grants, MAC

Partnership/Sponsorship: Unknown income due to COVID

Fundraising: Unknown income due to COVID



WARRENSBURG MAIN STREET

JUNE 2020 ANNUAL REPORT



Current Service Breakdown

2019 Funding: \$46,000

\$ 30,000

Maintain State and National Accreditation
Submit annual Work Plan
Love What's Local Committee
Warrensburg Economic Coalition
Location One
Facade grant
Permanent Main Street Funding

\$ 10,000

Staff an Events Coordinator
Dickens Christmas
Sounds of Summer

\$ 5,000

Burg Fest

\$1,000

Professional Development

Amended Services: Alley Activation

Proposed Service Breakdown

2020 Funding: \$36,000

\$ 23,000

Maintain State and National Accreditation
Submit annual Work Plan
Love What's Local Committee
Warrensburg Economic Coalition
Location One
Facade grant
Permanent Main Street Funding
Maintain Alley Activation

\$ 10,000*

Staff person:
which responsibilities
include event planning

\$ 2,500

Community Festival

\$ 500

Professional Development

*Events include: Community Festival, 2 Music or Art Focused Family Events & Christmas Event



Warrensburg Main Street Program Agreement

Please return original* signed agreement to:

Missouri Main Street Connection
P.O. Box 1066
Branson, MO 65615-1066

*No faxes, scans, or photocopies will be accepted.



Missouri Main Street – Program Agreement

Accredited Main Street Communities & Associate Tier Communities

Agreement must be completed & returned to MMSC by June 30, 2020 to receive services.

THIS AGREEMENT is entered into and executed by the Missouri Main Street Connection herein referred to as the “MMSC”, the City of Warrensburg and Warrensburg Main Street herein after referred to as the “Local Main Street Program.”

THIS AGREEMENT is an annual document that is revised and reviewed each year by MMSC in cooperation with the Local Main Street Program.

WHEREAS, MMSC and the Local Main Street Program desire to continue to implement the Main Street Approach® in the City of Warrensburg, Missouri, to promote the revitalization of the designated Main Street area of the community; and

WHEREAS, the Local Main Street Program understands that the Tier Placement has been established by MMSC based upon the Community’s 2019 Assessment and the Local Main Street Program is in the **Accredited** Tier Level.

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

Missouri Main Street Connection agrees to:

1. Provide to the Nationally Accredited Local Main Street Program a technical assistance visit at the request of the Local Main Street Program annually, at no cost to the Accredited program. The topic will be agreed upon by the Local Main Street Program and MMSC by contract. This annual service is available when MMSC is fully funded by the state legislature.
2. Designate a MMSC staff member to act as liaison with the Local Main Street Program and the National Main Street Center.
3. Arrange, coordinate, and participate in all National Main Street Center visits and other specialist visits as requested and mutually agreed upon.
4. Conduct statewide Directors’ Training opportunities.
5. Conduct regional meetings and workshops to further develop and refine the skills of local Executive Directors, Board members and volunteers.
6. Conduct a statewide Main Street Refresh and/or Main Street 101 training covering the Main Street Four-Point Approach to Revitalization. In 2020, this training will be conducted virtually.
7. Provide training advice and information by telephone, e-mail, and other appropriate ways to the local Executive Director and Board.
8. Make staff available for selection and hiring of a new Executive Director.
9. Provide, arrange, and participate in an annual assessment visit with the National Main Street Center.
10. Provide one on-site organizational visit by request of the Local Main Street Program annually, at no cost to the Accredited and Associate programs.
11. Provide and conduct, at no cost, a goal-setting, visioning, and/or development workshop with the local program board, by request annually.
12. Provide access to the MMSC Resource Library area of the MMSC website.
13. Facilitate on-going media coverage of the Missouri Main Street Programs.
14. Collect and publish economic development statistics both statewide and by community.
15. Continue to educate Missouri Legislators and Missouri departments of the value of the Missouri Main Street Program.
16. Provide research into potential grant opportunities for the Local Main Street Program to utilize on a monthly basis through the Grant Resource Directory. MMSC will provide specialized research for a Local Main Street Programs upon request as time allows.

The Local Main Street Program agrees to:

1. Maintain the focus of Accredited Main Street Program by following the Main Street Four-Point Approach® to Revitalization following the methodology established by the National Main Street Center.
2. Maintain National Main Street Accreditation Standards. The Local Main Street Program must continue to strive for and/or operate within the 6 criteria to maintain or receive State and National Accreditation:
 - a. Broad-based Community Commitment
 - b. Inclusive Leadership and Organizational Capacity
 - c. Diverse Funding and Sustainable Operations
 - d. Strategy-Driven Programming
 - e. Preservation-Based Economic Development
 - f. Demonstrated Impact and Results
3. Maintain broad-based community support for the program from public and private sectors through financial contributions and in-kind volunteer support.
4. Receive financial and in-kind support from City government.
5. Maintain a historic preservation ethic, specifically:
 - a. The Local Main Street Program must have an active, effective design management program;
 - b. The Local Main Street Program encourages appropriate building renovations, restoration, and rehabilitation;
 - c. The Local Main Street Program works to find creative adaptive use, financing, and physical rehabilitation solutions to preserve buildings;
 - d. The Local Main Street Program recognizes the importance of planning and policies which make it as easy to develop property within the commercial district as it is outside the commercial district;
 - e. The Local Main Street Program ensures that financial and technical incentives are in place to help facilitate the process of attracting investments in the historic commercial district;
 - f. The Local Main Street Program builds public awareness for the commercial historic district's buildings.
6. Develop a written action plan that is based on the Vision and Mission statements of the Local Main Street Program, with an adequate operating budget to carry out the action plan.
7. Collect current Economic Data to monitor the progress of the Main Street Program and submit the reports quarterly to MMSC. Quarterly reports are due April 15, 2020, July 15, 2020, October 15, 2020, and January 15, 2021. (Local Main Street Programs that have not submitted reports are not eligible for services until reports are completed and delivered to MMSC.)
8. Provide MMSC with a copy of the minutes of each Board and committee meeting when reporting Main Street Economic Data each quarter, due on April 15, 2020, July 15, 2020, October 15, 2020, and January 15, 2021.
9. Promote and encourage Board member attendance at the state and national training opportunities, as identified by MMSC. At least four different members of the Board and/or committees are required to attend the trainings provided by MMSC outside of the Local Main Street Program's community. Board and/or committee member attendance is required at the majority of trainings offered by MMSC. Majority of training is defined as attending one more than half of the trainings offered by MMSC outside of the Local Main Street Program's community. **In 2020, MMSC trainings will be hosted in-person when possible with options for virtual attendance to satisfy training requirements.**
10. Oblige and provide financial support for the Executive Director to attend all required trainings, events, and workshops throughout the term of this agreement. The Executive Director is required to attend all of the Directors' Meetings and educational trainings offered by MMSC outside of the Local Main Street Program's community. **In 2020, MMSC trainings will be hosted in-person when possible with options for virtual attendance to satisfy training requirements.** Classification of extenuating circumstances will be determined by MMSC on a case by case basis. In such a case, the Executive Director must notify the MMSC State Director of the reason for their inability to attend thirty (30) days prior to the training, as reasoning allows. MMSC will work with the Executive Director to determine appropriate trainings to replace the missed workshop or event.
11. Provide all required documents to MMSC by stated deadline, *e.g.* self-assessment materials, economic data, and Board/committee meeting minutes.
12. Assist, as requested by MMSC, in arrangements for technical assistance and public relations visits to the community.
13. Host as least one Board training, orientation, or planning retreat per calendar year.

14. Provide and/or conduct training for the local Main Street program including Main Street 101 training, annual orientation for Board members, and annual committee training.
15. Be a current member of MMSC and National Main Street Center by paying the annual dues.
16. Use the MMSC and Main Street America logo properly on website and appropriate documents.
17. Sign and adhere to the National Main Street sublicense agreement on logo usage.

The Local Main Street Program agrees to fulfill all of the requirements listed above. If the Local Main Street Program is not in compliance with any one of these requirements, they are not eligible for services or scholarships provided by MMSC as detailed above. MMSC reserves the right to withhold services and scholarships until compliance is restored.

Notwithstanding any other provisions of this Agreement to the contrary, if funds anticipated for continued fulfillment, at the time of the Agreement, or at any time throughout the period of the Agreement are not forthcoming or are insufficient, either through the failure of the State of Missouri to appropriate funds for continuation of the contractual agreement with the National Trust Main Street Center, or discontinuance or material alteration of the program for which the funds are provided, then MMSC shall have the right to amend this Agreement without penalty by giving the Community not less than sixty (60) days written notice.

Continued on next page →

REPORT TO THE CITY FROM THE ENERGY AND SUSTAINABILITY TASK FORCE

In the last year, the Warrensburg Energy and Sustainability Task Force has worked with the city in two important areas. One was asking the city to approve Show Me PACE as a new PACE provider in the city which would specifically work with businesses and non-profits to promote energy improvements. The city council did approve Show Me Pace during the last year. The second area was the further exploration of solar possibilities for the city with the recommendation, at our last meeting, to go forward with a solar system at fire station 2 that would supply 50% of the electricity for that facility; this would be around a 50KWH system. Depending upon the different possible purchase or lease options, this percentage could change as some companies require minimum sizes for lease options. (One company contacted has a 100 KWH system as a minimum for leasing.) We would recommend that the solar array be placed on the ground, rather than the roof of the fire station if at all possible.

We are thankful that the city now has an employee, Danielle Dulin, who will be part of our meetings. This should improve communication between our task force and the city as we work together in different areas. We are looking forward to this working arrangement.

We have also been looking at ways the city can improve efficiency (and save money), using the booklet "Climate Action Playbook, 2019" published by Climate Action KC, a coalition in the KC area. We do realize that the coronavirus has affected the income of the city and its budget for next year, but we would suggest two areas that we think would be low-cost yet financially beneficial to the city. One is 'Train City Staff in Efficient Behavior', and the other 'Energy Performance Contracts', found on pages 13 and 15, respectively, of the "Climate Action Playbook". There are other actions in this playbook that would be more community-wide focuses that we will explore as our task force begins meeting again.

One idea that we suggested in last year's report that has not progressed much is that of determining the city's baseline energy usage data, which could then be used to measure progress as the city makes efforts to reduce energy consumption. This could be part of the city's on-going goals each year.

Again, we know there are adjustments to be made in the city budget because of the coronavirus. However, to make progress in energy efficiency and sustainability, it seems necessary that there be money budgeted for these areas. Thus, we would like the city to consider a funding stream for these areas. Possibly it could be patterned after the way the city has provided money for the Warrensburg Arts Commission. One idea would be to consider part of the money the city receives from citizens related to energy usage such as the city taxes and franchise taxes on our gas and electric bills; we encourage the city council to look at all options.

Finally, two city-wide project ideas: 1) we are exploring ways that a cooperative effort of the city, Heartland Waste, and community members could improve the recycling and yard waste collection area in the alley between Pine and Culton Streets, and 2) we are considering ways the city and community members can cooperate to reduce water runoff from properties which would also be beneficial to Warrensburg's storm water system.



CITY MANAGER REPORT

June 12, 2020

Honorable Mayor and Members of the City Council
City of Warrensburg, Missouri

Dear Mayor and Council Members:

City Manager:

Things have been very busy the last few weeks. Staff has been discussing phasing out of COVID-19 restrictions for both internal employee policy and service delivery to citizens. There have also been many budget related meetings.

In addition, the Police Department and I have been responding to the community's participation in the national conversation regarding #BlackLivesMatter protests. Personally, I have also been participating in community leader conversations on the matter on how change can be implemented.

Semi-annual performance reviews will be completed within the next week or two.

Meetings attended include: Emergency Management Task Force meetings; WALC Board meeting; JCEDC Board meeting; monthly City/County communication meeting; regular communication meeting with UCM President Best; monthly radio interviews; and monthly communication meeting with JCEDC Executive Director.

City Council Meetings, Study Sessions, and Executive Sessions

Tentative future City Council agendas include the following items at this time:

1. INFRA Grant Application and Resolution of Support (Federal Funding potential for Maguire Bridge Project)
2. Rental Inspection Program Ordinance Recommendation
3. Budget Process (Council Tours and Strategic Planning Session)

PUBLIC WORKS/INFORMATION TECHNOLOGY

Danielle Dulin, Assistant City Manager

PUBLIC WORKS

Several months ago one of the pumps at the Northfield lift station was taken out of service and sent for repairs. The pump was returned to us this week, and we were able to get it back online. We are now experiencing pump issues at the Enterprise lift station. The rotator assembly went out on Pump 1 the

last week of May. While we were waiting on a replacement part, Pump 2 had to be taken out of service. Fortunately, pump 1 was able to hold out this week, and the new rotator assembly was installed.



Old rotator assembly



New rotator assembly

In February, we discovered a sewer line that had been exposed in the creek behind the Community Center. The bank was stabilized to prevent additional erosion and protect the sewer main.



The sewer main lining project is complete, and a notice to proceed was issued for the manhole habilitation.

The sewer plants have been running smoothly. Jim Williams was promoted from Operator 1 to Lab Technician to fill the vacancy after Nancy Westbrook's retirement.

Stormwater issues have kept the crew busy the last few weeks. We are seeing significant erosion in the creek behind Clover Creek subdivision that our crew is not going to be able to repair. We are getting prices to have the work done by contractors.



South bank looking east



North and south banks looking west

The crew has the streets ready for the mill and overlay project and is working on prepping the streets for polymer overlay project later this summer along with right-of-way mowing and cleaning storm drains.

IT

IT reconfigure the phone system at the Police Department to make it easier for them to move staff to new divisions and offices in the department. Research on moving the entire phone system to the cloud is underway. This is a project has been in the queue, but it has risen in priority with more staff working from home. The IT department has also been working on a plan to improve the city's technology capabilities to work from home.

COMMUNITY DEVELOPMENT

Director, Barbara Carroll

Community Development Monthly Activity Report

The Community Development report for May is attached. Please let me know if you have any questions.

Casey's Construction Site

Staff was notified on June 9, 2020 that construction activity will be restarting on this site very soon. The general contractor has been given the go ahead to re-start. It was temporarily shut down for supply chain and pandemic related precautions.

2020 Census

Census workers have started in-person follow up in Missouri for households that have not returned their census forms.

Façade Grants

Since Council passed the ordinance waiving the private match requirement for the Downtown Façade Grant program, 3 grants have been issued a Notice to Proceed with their projects and 2

others are very close to being issued Notices to Proceed. One other has been approved but has had to change contractors and are still hoping to proceed this year, but is not certain at this point.

Staff Developments

There have been some staff changes in Community Development since the last City Council meeting.

Matt Williams, Property Maintenance Code Inspector, accepted a position with another organization. His last day at the City was May 19. This position has been advertised and interviews are being conducted.

Ray Almaguer, Nuisance Code Inspector, has given notice that he will retire from the City on July 15. He has served in this capacity since 2008 and will be greatly missed. Staff is in the process of advertising this position. I would like to have someone in place shortly after July 15 since it is grass season.

HUMAN RESOURCES **Director, Greg McCullough**

Human Resources Activities:

1. Positions
 - a. Full-Time Management Intern – Mason Floyd began his employment with the City in this position on June 1st.
 - b. Summer Day Camp Counselor – This position was posted on March 20th and the posting was extended until April 23rd. We have received a total of 16 applications for this position submitted. Interviews have been put on hold for this position until it is determined whether Parks and Rec will operate a Summer Day Camp program this Summer due to concerns around COVID-19. Parks and Rec is still evaluating program as of this date.
 - c. Water Pollution Control Operator I – This position was posted on April 1st and posting was extended until May 29th. At this time we have 5 applicants for this position. Evaluating applications is ongoing.
 - d. Water Pollution Control Lab Technician – This position was posted on April 10th and will remain posted until May 8th. An internal applicant was selected for this position and he began his new duties on June 21st. James Williams was selected for this position.
 - e. Animal Shelter Manager – This position was posted on March 20th with a first review of applications beginning on April 10th. It was determined that due to the COVID-19 that the City would not hire for this position at the present time for the remainder of the fiscal year. This decision would be evaluated again at the beginning of the next fiscal year to determine whether the position would be reposted. All applicants have been informed of this decision.
 - f. Part-Time Animal Shelter Laborer – This position was also posted on March 20th with a first review of applications beginning on April 10th. We currently have a total of 50 applications for this position. Interviews took place, utilizing Zoom Meeting, the week of April 27th through May 1st. Selections have been made and offer letters mailed, signed and returned. Megan Van Harn started in this position on May 11th and Sheridyn

Roth started on 5/13. Animal Shelter now has 1 Full-time and 3 Part-time employees active.

Other Activities:

1. Completed a total of 6 employment verifications for various purposes. Due to low interest rates the number of verifications has gone up due to refinancing of mortgages.
2. Developed the new training materials and releases to go with satisfying the FMCSA Clearinghouse guidelines for both new employee and current employee DOT queries. The delivery of this material has been postponed a couple of weeks due to other priorities. We will now be completing this training on June 16th. Have been working with TOMO regarding updating employee database and groups for random testing.
3. Worked with Finance to process all EFMLA and EPSLA forms for payroll and recordkeeping purposes. Analysis of any continuing claims is done on an ongoing basis.
4. Processed LAGERS for the month of May and submitted through portal.
5. Kathy processed all I-9 submissions and social service registrations.
6. Kathy and I have been coordinating with Equifax our response to any and all unemployment claims as a result of this pandemic and closing due to the stay at home order. We really have two groups or types of unemployment claims. One group we can handle with Equifax by providing them a spreadsheet and they can complete processing for us. However, there is another group or type that either Kathy or I must get online and complete forms for the State. These take some time to complete. This process continues. We have now also submitted a second spreadsheet for all City employees required to furlough. We have also completed the analysis of our Equifax contract and paid all bills associated with the processing of the unemployment claims.
7. Submitted endorsement requests to property /casualty insurer for adding a new F550 Ford truck to the Street Department fleet and also added the value of the UV construction project that was completed at the West Plant for property coverage.
8. Processed the life insurance conversion forms for 3 employees who have either retired or left employment.
9. Met with several employees to answer various questions recently about performance evaluation process, retirement, unemployment, furlough or other policy questions.
10. Processed all payroll reconciliations as normal which includes: VOYA, Surency HSA, Surency FSA, Delta Dental, Madison National and several checks to distribute to various entities as it relates to the payroll process.
11. Kathy has worked on a Food Pantry donation program that City employees can participate in while we are going through new procedures during this time. We are collecting food for the Food Pantry at our temperature testing sites each morning. Our contribution of items and money has been delivered to the Food Pantry on June 10th.
12. Began the process to review and make changes to our Personnel Policy manual. At this point all past changes that were approved through council have been incorporated into the manual. Recent changes have been incorporated and we are working on a few additional modifications and once completed will bring to council for approval of entire manual. Several policies are under review at present with several more being rewritten. Mason Floyd will also be brought in on this project to experience how policy changes are made but also to get his assistance on posting to the intranet when finished.
13. All updates have been made to the Insperty performance evaluation system due to recent personnel changes. Department Heads are currently logging into systems to

check and make sure all changes have been made. Once verified we will be good to go for the Spring evaluation in April. Our Spring 2020 Review cycle was kicked off the first week of May. This review cycle is nearing completion and should be completed by next week.

14. Finally, we continue to work on our wellness program. We have begun to look at what we can do to alter our previous program options due to the recent events associated with the pandemic. We have worked on a program with UCM to provide us an intern over the Summer session to help us design, market and implement programs with our Wellness program. Lexi Overfield has begun her internship with us and has already completed and sent out a wellness survey to all employees. She will be utilizing the results along with our BCBSKC aggregate data to design programs for the next several months.
15. Attended the Missouri Employment Conference through Zoom meetings on May 6th. Completed 7.25 hours of continuing educations credits towards my SHRM-CP designation. Sessions included: Mental Wellness, Marijuana in the Workplace in Missouri, Legal and Legislative Updates, FRCRA, New I-9 Form Revisions, and Workplace Communication Analyzer.
16. Developed PowerPoint presentation on Human Resources for Council Tour.
17. Performed an internal audit of our life insurance forms. Kathy has been instrumental in this review and also obtaining any forms that have been found to be missing.
18. Completed my 2021 budget and budget narrative.
19. Working on a training program for Managers/Supervisors that provides the basics of the following: hiring and hiring processes, performance evaluations, documentation, FMLA, ADA and many other human resources responsibilities for their positions.
20. Additional time spent in our old records room in the Municipal Center, designing a plan to consolidate old personnel records to make room for adding additional records from our storage room within City Hall.

Upcoming Activities:

1. Continue wellness program development and implementation until meets goals of City for this program. We keep moving this forward but will require continual review for the near future.
2. Complete additional revisions to our personnel manual, take to Council for approval and publish online to our intranet for all to have access. We will also provide a form and require everyone to review manual and sign form that they have reviewed the manual.
3. Continue updating and coordinating performance evaluation system to prepare for the Spring evaluation cycle.
4. Continue to catch up on documentation on several personnel issues.
5. Continue the cleaning and reorganizing of the Human Resources file room.
6. Continue participation in the monthly LMC meetings.
7. Continue to work on revision of the City Safety Manual.

CONVENTION AND VISITORS BUREAU
Director, Marcy Bryant

Visitor Center Reopening

The Visitor Center will open to the public Monday, June 15. The Center's hours have been revised to reflect the current staffing and support services available. It will be open 1-4 p.m. Monday-Friday. The part-time communication coordinator resigned effective Thursday, May 7. Cleaning services is no longer outsourced. The director will be responsible for the cleaning of the Center.

With the assistance of Stephane Smith, Warrensburg PD, we have reopening plan that will ensure staff and visitors have a safe environment. Her assistance was greatly appreciated.

Visual reminders (signage and tape) will be placed throughout the Center encouraging social distancing. Visitors will find a hand sanitizing station located by the interior door. Signage will be on the exterior door encouraging those who may feel ill to stay home and those who have a mask to wear it. The director will wear a mask anytime a visitor is in the Center.

UCM

Orientation: We were notified UCM has revised their Orientation schedule. They are tentatively planning to host on-site Orientation July 15-17 and 30-31. I will attend each session welcoming students and parents to the Burg. We assisted by providing community information including pictures, interesting info and more.

Graduation: UCM has postponed spring commencement ceremonies to Saturday, August 1. They are tentatively planning on holding three ceremonies that day.

Admission Marketing Efforts: We were contacted by UCM's Center for Integrated Marketing to assist with community information in promotional pieces. We will be assisting by providing community highlights and images.

RFP

There are currently two requests for proposals open. The hotels have received RFPs for the Church of Brethren Missouri and Arkansas Conference (September) and Warrensburg Main Street's Quarterly Meeting (November).

Police Department Police Chief, Rich Lockhart

We supported 2 protests in Warrensburg. The first one was at Holden and Pine Street where the group gathered for about an hour before marching around the town. Officers showed great restraint despite a couple of people in the group trying to provoke a confrontation. The second one was this past Monday night and was very well organized. The group was very supportive of the police and even thanked us at the end.

Sgt. Donna Bartlett announced her retirement from the Warrensburg Police Department effective July 2, 2020. She is going to work for the Social Security Administration.

I met with several community members regarding the protests surrounding police reform. I am listening to people and ensuring that we have the best department in the country.

I was invited to meet with the Diversity and Dialogue group to discuss policing in Warrensburg. The group asked great questions and provided a great opportunity to have a great 2-way conversation.

Lastly, I was interviewed on Woody's radio show. The message was very positive, and it is on our FB page if you want to see it.

**Fire Department
Fire Chief, Robert Shaw**

May was a time of Covid-19 lock down for another month. The department is still taking pre-cautionary measures to keep staff as safe as possible. Training is still ongoing but has been modified to fit the situation. We have completed our department evaluations and have nearly completed hose testing. We are currently hydrant testing and flowing with the water company. Executive staff have begun to take furlough time in an effort to do our part to keep the City's budget under control.

While this has been a trying time, we have made every effort to keep progressing as a department. We appreciate the City's commitment to staying as healthy both financially and fiscally as possible. We continue to try and do our part.

Please see our training and call reports.

**Parks Department
Director, Danielle Fesler**

No report this meeting.

2020 COMMUNITY DEVELOPMENT DEPARTMENT

Activity during the Month of May

	<u>May-20</u>	<u>YTD 2020</u>	<u>May-19</u>	<u>YTD 2019</u>
BUILDING PERMITS				
New One & Two Family permits	1	6	0	9
Single Family Additions/Alterations permits	18	52	12	47
New Commercial,Industrial, Multi Family permits	1	2	0	2
Commercial & Industrial Additions/Alterations permits	3	16	4	26
Other Permits Issued	4	34	6	29
TOTAL BUILDING PERMITS	27	110	22	113
Plan Reviews	18	64	13	78
Building Inspections	103	581	166	753
Construction Valuation	\$1,751,445	\$6,264,217	\$229,265	\$4,796,727
PLANNING & ZONING				
Plats	0	1	0	5
Planning & Zoning items (Conditional Use Permits Rezoning, Ordinance Amendments & Annexations)	0	3	0	3
Board of Adjustment items	0	0	0	1
CODE ENFORCEMENT				
Garbage and Trash	2	10	1	3
Parking	0	0	0	1
Vegetation	11	13	14	17
Nuisance	2	26	1	37
Signs	0	0	0	0
TOTAL CASES	15	49	16	58
Active Cases in Community Development	0			
Active Cases in Court	0			
Closed Cases	49			
PROPERTY MAINTENANCE				
<i>Violations Opened (Not Cases)</i>				
Accessory Structures	0	9	0	1
Mold / Pests	0	4	0	4
Roofs (Roof Assemblies)	0	17	2	5
Other Outdoor	0	28	4	7
Indoor	0	7	14	28
TOTAL VIOLATIONS	0	65	20	45
Active Cases in Community Development	25			
Active Cases in Court	9			
Closed Cases in May	3			
Unfounded in May	0			
Closed Cases YTD	15			
Unfounded Cases YTD	0			

NET COURT RECEIVABLES COMPARISON

	A	B	C	D	E
1	MONTH	2018	2019	2020	2019 MONTHLY PROJECT.
2					
3	JANUARY	\$29,526.65	\$26,392.69	\$22,186.60	\$28,266.50
4					
5	FEBRUARY	\$26,958.61	\$32,372.75	\$27,892.61	\$28,266.50
6					
7	MARCH	\$29,888.22	\$32,558.28	\$20,770.37	\$28,266.50
8					
9	APRIL	\$29,439.56	\$30,856.44	\$8,044.44	\$28,266.50
10					
11	MAY	\$27,133.25	\$27,862.67	\$10,583.29	\$28,266.50
12					
13	JUNE	\$22,101.89	\$29,566.95		\$28,266.50
14					
15	JULY	\$21,265.85	\$23,905.10		\$28,266.50
16					
17	AUGUST	\$29,439.52	\$37,778.83		\$28,266.50
18					
19	SEPTEMBER	\$20,361.55	\$22,172.49		\$28,266.50
20					
21	OCTOBER	\$26,554.21	\$25,426.94		\$28,266.50
22					
23	NOVEMBER	\$23,293.64	\$21,809.57		\$28,266.50
24					
25	DECEMBER	\$21,016.20	\$27,735.98		\$28,266.50
26					
27					
28	TOTALS	\$306,979.15	\$338,438.69	\$89,477.31	\$339,198.00
29					
30	TO DATE COMPARISON	\$142,946.29	\$150,042.83	\$89,477.31	\$141,332.50
31	NET THROUGH MAY				
32					
33					
34					
35					
36					

TICKET ISSUANCE COMPARISON

	A	C	D	E	F
1	MONTH	2017	2018	2019	2020
2					
3	JAN	248 (189/59)	254 (187/67)	275 (187/88)	290 (228/62)
4					
5	FEB	307 (200/107)	217 (146/71)	229 (147/82)	208 (149/59)
6					
7	MARCH	378 (280/98)	207 (116/91)	335 (229/106)	216 (124/92)
8					
9	APRIL	203 (121/82)	212 (134/78)	315 (219/96)	57 (33/24)
10					
11	MAY	202 (132/70)	228 (137/91)	289 (187/102)	78 (38/40)
12					
13	JUNE	258 (183/75)	208 (131/77)	216 (147/69)	
14					
15	JULY	259 (197/62)	211 (147/64)	282 (216/66)	
16					
17	AUG	216 (145/71)	302 (203/99)	298 (216/82)	
18					
19	SEPT	302 (180/122)	281 (166/115)	309 (179/130)	
20					
21	OCT	245 (178/67)	346 (196/150)	345 (214/131)	
22					
23	NOV	261 (152/109)	285 (173/112)	218 (141/77)	
24					
25	DEC	287 (183/104)	225 (140/85)	220 (149/71)	
26					
27					
28	TOTALS	3,166	2,976	3,331	849
29		(2,140/1,026)	(1,876/1,100)	(2,231/1,100)	(572/277)
30					
31	THROUGH MAY	1,338 (922/416)	1,118 (720/398)	1,443 (969/474)	849 (572/277)
32					
33					
34	Completed 6/5/20				
35					
36	NOTE:	(TRAFFIC/OTHER)			
37					
38					

Agency/Program Quarterly Report to The City of Warrensburg Missouri

Agency: Big Brothers Big Sisters of Johnson County

Program: Community Based Mentoring

Reporting period: First Quarter - 2020

Community Based Mentoring – Professionally Supported One to one mentoring services between a Little Brother/Sister and a Big Brother/Sister/Couple for approximately 2-4 hours per week.

We currently have 23 matches of Bigs/Littles.

23 youth – Littles 12 youth-Littles waiting to be matched

25 volunteers - Bigs

Funds from The City of Warrensburg are used to support our Community Based Mentoring Program. Including background checks for Bigs and to pay for the time spent by our Match Specialist in-processing new Bigs/Littles, also matching and monitoring those matches.

Collaborative efforts with other Johnson County agencies include:

- Working with the Juvenile Office Collaboration to bring more services to children in the area
- Staff support of Kicks for the Sole- a community project to provide shoes to students in need
- Meeting with Staff at schools throughout Johnson county to provide resources needed for referral to BBBS
- Commitment to provide service to Garden Walk at Magnolia Ridge
- Monthly Johnson County Inter Agency meetings

BBBSJOCO

Speaking engagements with service groups in Johnson County, local schools, Whiteman Air Force Base
Speaking and tabling events at UCM

Provided numerous volunteer and educational opportunities to UCM students and staff

Educational opportunities for our Bigs, Littles and Families

Income

Fundraising Income	\$6573.00
Program Contributions	\$2678.00
Donation Center	\$8470.00

Total Income	\$17,721.00
--------------	-------------

Expenses

Operations	\$4187.00
Fundraising	\$756.00
Employee	\$22082.00

Total Expense	\$27,025.00
---------------	-------------

Completed by: Dana Phelps

Executive Director Big Brothers Big Sisters of Johnson County

660.238.5974 dana@bbbsjoco.org

Warrensburg Fire Department

Johnson, MO

This report was generated on 6/8/2020 8:13:17 AM



Incident Type per Municipality for Date Range

Start Date: 05/01/2020 | End Date: 05/31/2020

INCIDENT TYPE	# INCIDENTS
Municipality: WARRENSBURG	
111 - Building fire	1
113 - Cooking fire, confined to container	1
118 - Trash or rubbish fire, contained	1
131 - Passenger vehicle fire	1
143 - Grass fire	1
150 - Outside rubbish fire, other	1
151 - Outside rubbish, trash or waste fire	1
154 - Dumpster or other outside trash receptacle fire	2
311 - Medical assist, assist EMS crew	10
322 - Motor vehicle accident with injuries	4
324 - Motor vehicle accident with no injuries.	8
411 - Gasoline or other flammable liquid spill	1
412 - Gas leak (natural gas or LPG)	1
424 - Carbon monoxide incident	1
440 - Electrical wiring/equipment problem, other	1
445 - Arcing, shorted electrical equipment	3
463 - Vehicle accident, general cleanup	1
500 - Service Call, other	16
510 - Person in distress, other	1
531 - Smoke or odor removal	2
541 - Animal problem	1
550 - Public service assistance, other	1
561 - Unauthorized burning	2
611 - Dispatched & cancelled en route	3
622 - No incident found on arrival at dispatch address	1
631 - Authorized controlled burning	5
651 - Smoke scare, odor of smoke	1
731 - Sprinkler activation due to malfunction	1
733 - Smoke detector activation due to malfunction	1
735 - Alarm system sounded due to malfunction	6

MUNICIPALITY data comes from the Basic Info 3 screen of an incident. Only REVIEWED incidents included.

INCIDENT TYPE	# INCIDENTS
736 - CO detector activation due to malfunction	1
743 - Smoke detector activation, no fire - unintentional	1
744 - Detector activation, no fire - unintentional	2
745 - Alarm system activation, no fire - unintentional	4
# Incidents for Warrensburg:	88

Municipality: WARRENSBURG (TOWNSHIP OF)	
736 - CO detector activation due to malfunction	1
# Incidents for Warrensburg (Township of):	1

MUNICIPALITY data comes from the Basic Info 3 screen of an incident. Only REVIEWED incidents included.

Warrensburg Fire Department

Johnson, MO

This report was generated on 6/8/2020 8:18:42 AM



Total Training Hours per Personnel by Date Range

Personnel: All Personnel | Start Date: 05/01/2020 | End Date: 05/31/2020

Personnel Name	Total hours
Adkison JR, Karl E	8:00
Akers, Benjamin	4:00
Bond , Rusty	36:00
Brooks , David M	33:00
Byers , Amanda L	29:45
Crist, Jeremy M	26:00
Everts, Chase M	22:45
Farmer , Weston	9:30
Flores , Michael B	16:00
Ford, Justin D	24:30
Hansen , Brent D	23:45
Hebensperger , Randy R	32:30
Hill , Terry	21:45
Jennings , Ken	23:30
Koons , Anna	39:30
Kovac, Jonah M	38:30
Oxley , Doyle	1:30
Parsons , Guy	1:30
Reynolds , Cody R	44:45
Shaw, Robert	1:30
Smith , Ryan C	48:15
Smith, Cameron V	34:45
Snelling, Kole	25:30
Webb , Jack C	27:30
Wilson , Bryan	10:00
Count of Personnel : 25	Total Agency Training Hours : 584:15

Completed and Reviewed classes only. This report pulls training hours from the Training Code Hours field on the Info Page.



Director of Finance Report

June 15, 2020

Honorable Mayor and
Members of the City Council
City of Warrensburg, Missouri

Dear Mayor and Council Members:

The Director of Finance respectfully submits this report to augment your review of the financial information provided. It includes an update of processes Finance is working to complete and outlines the data included in the attached documents.

Incode 10 Upgrade:

Utility Billing and Collections staff have completed the upgrade to Utility Billing and Cash Receipting from Incode 9 to Incode 10. Staff has a few items outstanding that Tyler Technologies is working to correct. Processes have been documented into a procedures manual and is modified as needed. Utility Billing and Collections staff has done a great job facilitating this process.

Business Licenses, Dog Licenses, Billing:

Utility billing and Collections staff have completed letters and are receiving applications for business licenses and dog licenses. Staff are processing these applications daily. Additionally, the number of notices hung for delinquent accounts continues to increase. We are communicating with Missouri American Water on when they plan to resume shut off and penalty assessments for customers. The City contract limits the ability to request service shut off when the Water company is not processing service shut offs. Additionally, because most of the customer base will be the same for both Water and City services, we are trying to work out a method for service disconnect to be coordinated for both services.

Budget Fiscal Year 2021:

Beginning with the June 22 Council meeting, staff will present budget in sections starting with revenue projections. The Council meeting June 22 will also include the Community Agreements for agencies such as Main Street, Johnson County Economic Development and Big Brother, Big Sisters, to name a few.

As part of the budget process, a Budget Retreat/Strategic Planning session is requested. This will take place in Council Chambers. Please let me know what day and time of day will work best to schedule the Budget Retreat.

The photo contest only consisted of one photographer submitting photos to choose.

Staff has met with most of the departments to review budget for presentation and discussion. Budget development has been completed with the thought of revenue declining. The combination of reduced revenue and reduced expenditures are expected to be presented as a balanced budget for adoption.

The current economic status continues to be somewhat perplexing. There is still an anticipation of reduction in sales tax revenue. However, that has not been as predominate as expected with June receipts. We will see what July receipts provide. May Vehicle sales tax, fuel tax, and fees were down about ten percent (10%).

New Chart for Sales Tax Comparison

You may recall that in April a new chart was presented in the revenue reports to compare sales tax collections to budget in a column line chart for each of the sales tax collections for the Fiscal Year. Information was included at that time on how the new chart is created. Each Sales Tax collected is reported showing the following:

“Ten Year Comparison Table” – this table is located at the top of each of the sales tax reports provided monthly. It is the actual collections by month and compares last year collections to this year, defines the amount difference and percentage difference in the last two columns.

“Actual to Budget Column Line Chart” – this is the new chart that reflects the actual collections to budget amounts and the monthly difference and cumulative difference amounts. The line in the chart shows the cumulative percentage change for each month. In this example the percentages fluctuate up and down with each month’s collections compared to budget. The difference and cumulative difference columns show the monthly and cumulative changes as positive and negative amounts.

“Column Chart of Actual Collections for the past 10 years” – this chart shows the actual collections each month for the past ten years. The slight variations in the collections are reflected in the size of the color blocks for each month. Overall, the chart shows sales taxes on a basic increase since 2012. The comparison of 2019 to 2020 show overall 2020 collections greater than 2019 through May.

The sales tax revenue received in May is for actual sales from March and earlier. There are several businesses that pay sales taxes at different periods throughout the year. Some pay monthly, quarterly, semi-annually, or even annually. This variation of when business pays explains some of the differences in the monthly amounts of sales tax collected compared to prior years.

The collection of sales taxes through May 2020 is greater than that collected through May 2019 by about 5%. May reflected a significant increase in the use tax collections compared to May 2019. Although, year to date use taxes are still below year to date 2019. Collections compared to 2020 Budget is nearly exact at about 0.2% over budget collected through May.

Revenue Comparisons:

May 2020 revenue comparisons are attached for your review. Included is the monthly comparison to May 2019, a year to date comparison for Fiscal Year 2020 compared to year to date Fiscal Year 2019, and a year to date Fiscal Year 2020 compared to Fiscal Year 2020 Budget. The year to date comparison to budget is a recap of revenue provided in the Detail vs. Budget Report from the financial system.

Combined Franchise taxes continue to reflect a decrease across the board for May 2020 compared to May 2019. This month, telephone franchise reflects the largest decrease compared to May 2019 at 19.21%. Fiscal year to date combined numbers reflect a slight decrease of 1.11% compared to Fiscal year to date 2019. Fiscal year to date compared to budget reflects collection below budget projections by nearly 6%.

May actual compared to annual budget shows revenue collections meeting budget at 33.06% of budget remaining. The total Sales and Use tax reflects 34.4% budget remaining. Nearly right at budget as shown on the total line in the 2020 Actual to Budget chart.

Fiscal Year 2020 Budget projected an increase of 3% over 2019 budget. Because sales tax collections are received a couple of months after the sales take place, the current revenue does not reflect any decrease in revenue as a result of the current COVID-19 conditions. I am certain there will be an impact to sales tax revenue as a result of COVID-19. However, with the June collections received, it has not appeared to be much or any decline. The July collections will most likely reflect a decline, but still extremely difficult to project the impact. An amendment to the 2020 Budget will include any effect the COVID-19 has on sales tax revenue.

Prior-Year Comparative Income Statement

Attached for your review is a summary comparative income statement showing variances between May 2020 activity to May 2019. Additionally, it shows variances between Fiscal Year-to-Date (YTD) activities. General Fund year-to-date revenue through May 2020 reflects a decrease of 2.9% compared to year-to-date May 2019. Year-to-date expenditures reflect an increase of 0.82% compared to this time frame in 2019.

Property tax collection is up slightly this year compared to last year along with sales tax. Franchise Taxes are down compared to last year. The Lodging Tax continues to reflect an increase over last year by just over 80%. However, this is changing dramatically as most of the hotel occupancy is now below 20%. Like sales tax, the hotel tax is collected after the hotel stay has taken place. The revenue collected is from April lodging.

Total year-to-date of all funds reflects revenue exceeding expenditures or expense. There are several Funds that reflect expenditures or expense exceeding revenue collected. General Fund, General Obligation Debt, Vehicle and Equipment Replacement, and Neighborhood Improvement funds all currently reflect year-to-date expenditures exceeding revenue. Capital Improvement Transportation, Capital Improvement ½ Sales tax along with Water Pollution Control funds' revenue are currently exceeding expenditures for this period.

Please keep in mind this is just a snapshot in time and a comparison to the events that were taking place this time last year. This report continues to reflect the City in a good position with COVID-19 stages continuing. I am still anticipating the remainder of the year to most likely be difficult as well as budget development for Fiscal Year 2021. Although I am pleasantly surprised with the June receipts of Sales tax.

Budget Fiscal Year 2020:

Staff is taking necessary steps now to cut expenditures where possible with the anticipation of drop in revenue. The first two pay periods with furlough hours taken by several resulted in a salary and benefits savings of nearly \$32,700. Finance staff is using the financial system software to development a projection of Fiscal Year 2020. Departments have submitted reductions in expenses for 2020. Amendment for the 2020 budget will be presented to Council in part with the development of the 2021 Budget.

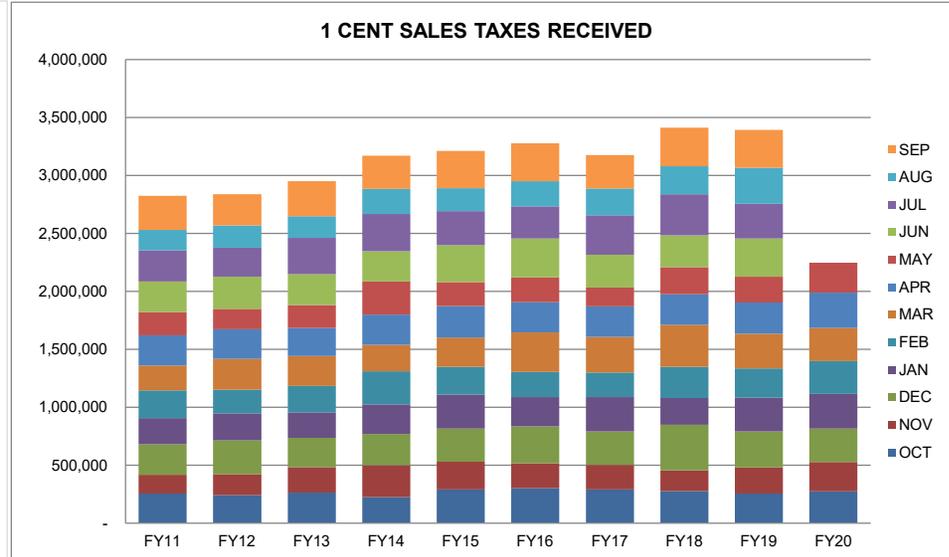
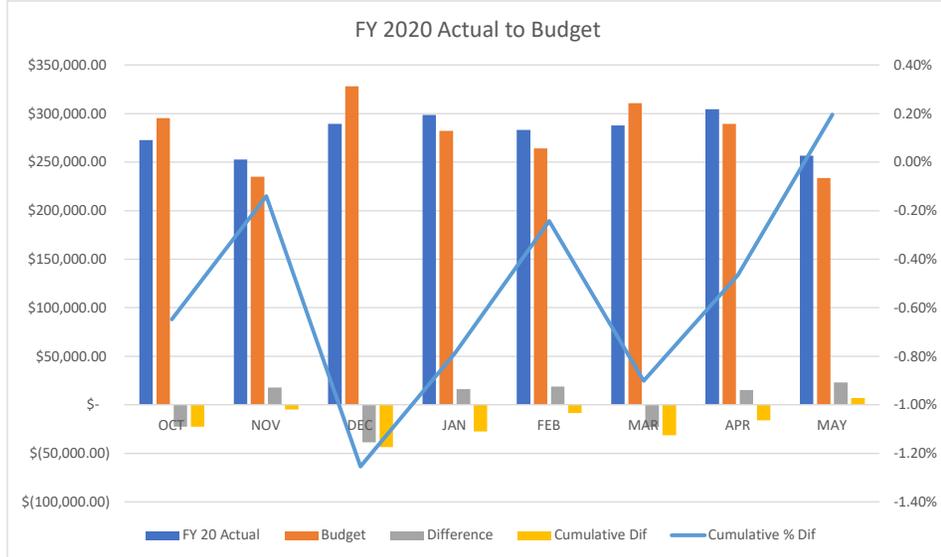
Attachments:

- Sales Tax Comparisons
- Revenue Comparisons
- Prior-Year Comparative Income Statement

CITY OF WARRENSBURG *1 CENT SALES TEN YEAR COMPARISON



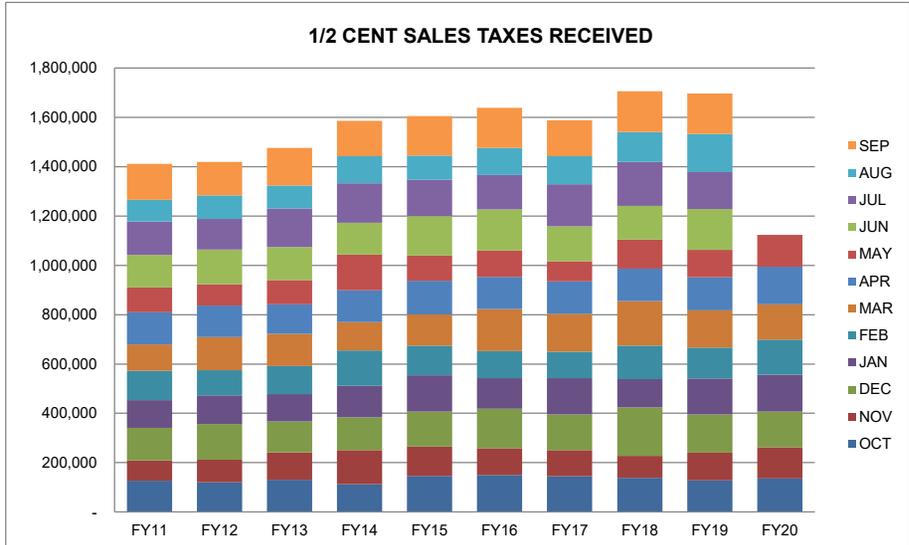
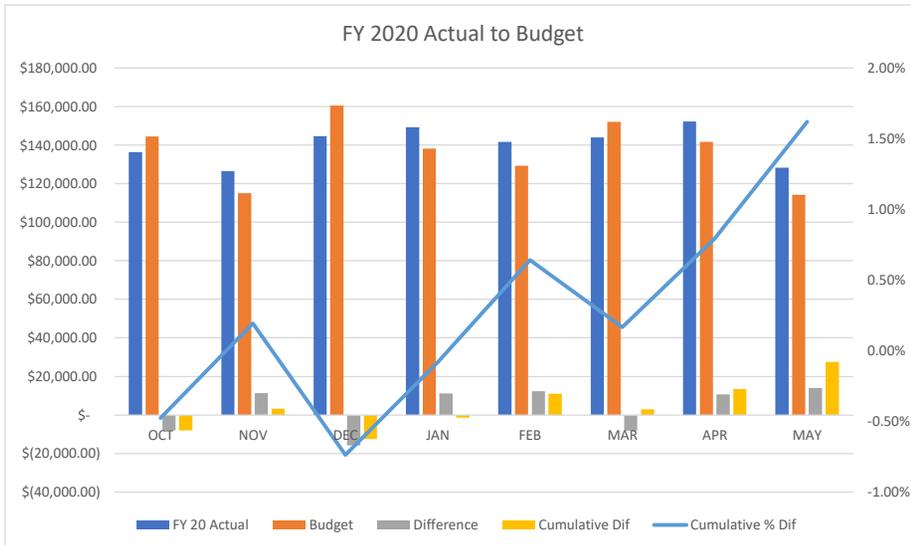
	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	CHANGE	%	
OCT	\$ 254,148.70	\$ 241,663.14	\$ 262,395.96	\$ 223,965.81	\$ 291,309.52	\$ 300,352.02	\$ 290,432.91	\$ 277,035.30	\$ 255,230.99	\$ 272,805.07	\$ 17,574.08	6.89%	OCT
NOV	\$ 163,749.90	\$ 182,051.90	\$ 220,033.60	\$ 276,423.19	\$ 238,145.41	\$ 216,601.32	\$ 211,424.44	\$ 177,540.63	\$ 224,863.87	\$ 252,813.76	\$ 27,949.89	12.43%	NOV
DEC	\$ 264,186.78	\$ 289,597.56	\$ 252,544.84	\$ 267,827.30	\$ 285,374.94	\$ 319,019.14	\$ 288,310.36	\$ 394,139.78	\$ 310,872.00	\$ 289,360.40	\$ (21,511.60)	-6.92%	DEC
JAN	\$ 224,848.38	\$ 233,058.35	\$ 220,025.84	\$ 255,013.31	\$ 294,539.60	\$ 250,241.32	\$ 296,111.08	\$ 229,462.01	\$ 292,370.18	\$ 298,640.41	\$ 6,270.23	2.14%	JAN
FEB	\$ 237,079.09	\$ 203,878.27	\$ 229,347.32	\$ 285,929.58	\$ 238,250.72	\$ 219,096.17	\$ 213,215.16	\$ 269,203.71	\$ 250,206.62	\$ 283,194.65	\$ 32,988.03	13.18%	FEB
MAR	\$ 214,440.24	\$ 267,574.99	\$ 258,746.18	\$ 229,349.91	\$ 253,219.95	\$ 339,600.73	\$ 307,664.21	\$ 363,836.04	\$ 301,978.15	\$ 287,995.37	\$ (13,982.78)	-4.63%	MAR
APR	\$ 260,881.61	\$ 254,868.76	\$ 241,309.70	\$ 259,439.94	\$ 273,340.61	\$ 261,812.55	\$ 264,157.95	\$ 263,457.37	\$ 266,940.73	\$ 304,660.70	\$ 37,719.97	14.13%	APR
MAY	\$ 201,427.79	\$ 174,935.23	\$ 196,492.75	\$ 288,104.51	\$ 205,450.09	\$ 214,086.04	\$ 161,834.43	\$ 233,179.18	\$ 223,472.98	\$ 256,519.11	\$ 33,046.13	14.79%	MAY
JUN	\$ 263,698.84	\$ 279,936.42	\$ 267,505.55	\$ 258,915.52	\$ 319,728.73	\$ 334,068.59	\$ 283,382.60	\$ 275,050.27	\$ 330,656.99				JUN
JUL	\$ 270,375.74	\$ 249,964.18	\$ 312,893.75	\$ 321,626.49	\$ 294,159.03	\$ 278,860.86	\$ 341,411.81	\$ 354,778.37	\$ 299,913.52				JUL
AUG	\$ 175,320.92	\$ 190,637.98	\$ 186,223.91	\$ 218,005.63	\$ 195,901.22	\$ 217,673.85	\$ 228,583.89	\$ 243,192.76	\$ 309,680.96				AUG
SEP	\$ 294,001.64	\$ 269,733.79	\$ 303,619.30	\$ 286,494.71	\$ 320,967.17	\$ 325,860.80	\$ 289,997.56	\$ 331,796.69	\$ 327,373.20				SEP
TOTAL	\$ 2,824,159.63	\$ 2,837,900.57	\$ 2,951,138.70	\$ 3,171,095.90	\$ 3,210,386.99	\$ 3,277,273.39	\$ 3,176,526.40	\$ 3,412,672.11	\$ 3,393,560.19	\$ 2,245,989.47	\$ 120,053.95	5.65%	TOTAL



CITY OF WARRENSBURG *1/2 CENT SALES TEN YEAR COMPARISON



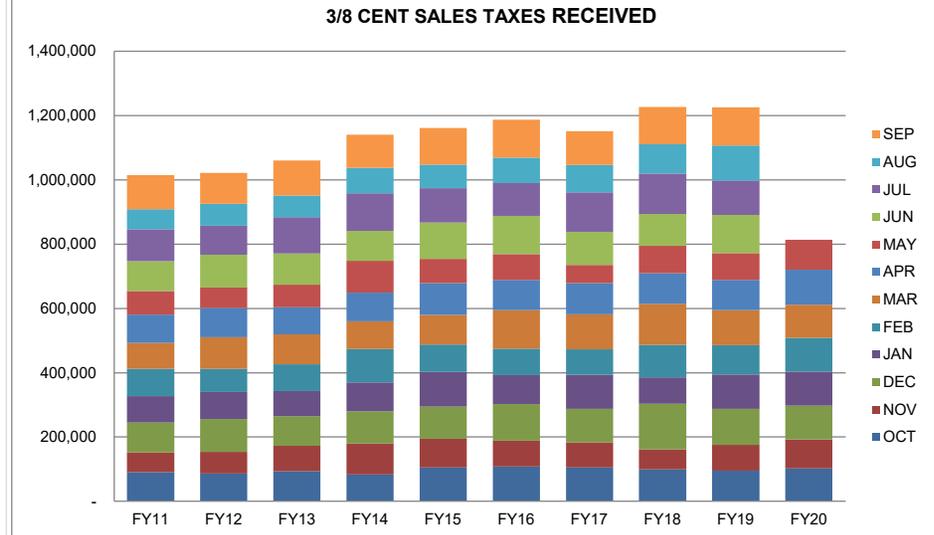
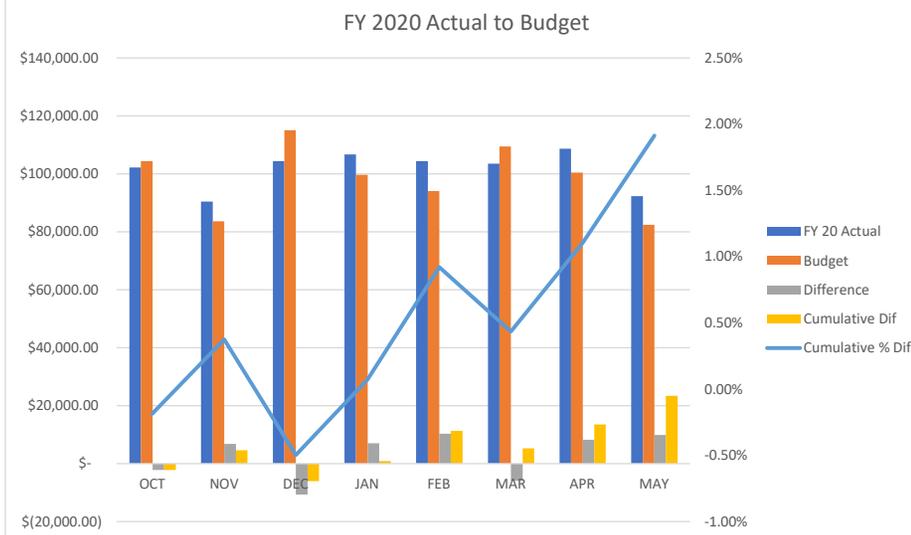
	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	CHANGE	%	
OCT	\$ 127,074.32	\$ 120,831.68	\$ 131,197.84	\$ 111,983.09	\$ 145,654.68	\$ 150,176.28	\$ 145,216.65	\$ 138,517.76	\$ 127,615.00	\$ 136,402.77	\$ 8,787.77	6.89%	OCT
NOV	\$ 81,875.07	\$ 91,025.98	\$ 110,016.80	\$ 138,211.48	\$ 119,072.69	\$ 108,300.84	\$ 105,712.23	\$ 88,769.99	\$ 112,432.06	\$ 126,406.61	\$ 13,974.55	12.43%	NOV
DEC	\$ 132,093.33	\$ 144,798.86	\$ 126,272.31	\$ 133,913.51	\$ 142,687.52	\$ 159,509.74	\$ 144,155.35	\$ 197,069.71	\$ 155,435.62	\$ 144,680.41	\$ (10,755.21)	-6.92%	DEC
JAN	\$ 112,424.01	\$ 116,528.87	\$ 110,013.12	\$ 127,506.60	\$ 147,270.08	\$ 125,120.62	\$ 148,055.79	\$ 114,731.10	\$ 146,185.47	\$ 149,320.16	\$ 3,134.69	2.14%	JAN
FEB	\$ 118,539.57	\$ 101,939.20	\$ 114,673.58	\$ 142,964.83	\$ 119,125.33	\$ 109,548.28	\$ 106,607.60	\$ 134,601.87	\$ 125,103.08	\$ 141,597.20	\$ 16,494.12	13.18%	FEB
MAR	\$ 107,220.13	\$ 133,791.41	\$ 129,373.00	\$ 114,669.70	\$ 126,605.69	\$ 169,800.49	\$ 153,829.54	\$ 181,918.09	\$ 150,989.42	\$ 143,997.60	\$ (6,991.82)	-4.63%	MAR
APR	\$ 130,434.75	\$ 127,424.88	\$ 120,648.44	\$ 129,717.13	\$ 136,670.24	\$ 130,906.51	\$ 132,079.16	\$ 131,728.51	\$ 133,470.43	\$ 152,330.50	\$ 18,860.07	14.13%	APR
MAY	\$ 100,714.08	\$ 87,466.47	\$ 98,246.54	\$ 144,052.54	\$ 102,725.05	\$ 107,034.41	\$ 80,917.38	\$ 116,589.61	\$ 111,736.23	\$ 128,259.80	\$ 16,523.57	14.79%	MAY
JUN	\$ 131,831.01	\$ 139,953.69	\$ 133,753.04	\$ 129,451.06	\$ 159,864.25	\$ 167,028.61	\$ 141,291.28	\$ 137,525.10	\$ 165,328.46				JUN
JUL	\$ 135,187.91	\$ 124,982.01	\$ 156,445.40	\$ 160,813.34	\$ 147,079.69	\$ 139,430.42	\$ 170,695.02	\$ 177,389.18	\$ 149,956.62				JUL
AUG	\$ 87,660.41	\$ 95,319.04	\$ 93,111.83	\$ 109,002.66	\$ 97,950.67	\$ 108,836.84	\$ 114,281.02	\$ 121,596.73	\$ 154,840.48				AUG
SEP	\$ 147,000.95	\$ 134,867.11	\$ 151,804.17	\$ 143,247.57	\$ 160,483.47	\$ 162,930.65	\$ 144,998.94	\$ 165,898.45	\$ 163,687.09				SEP
TOTAL	\$ 1,412,055.54	\$ 1,418,929.20	\$ 1,475,556.07	\$ 1,585,533.51	\$ 1,605,189.36	\$ 1,638,623.69	\$ 1,587,839.96	\$ 1,706,336.10	\$ 1,696,779.96	\$ 1,122,995.05	\$ 60,027.74	5.65%	TOTAL



CITY OF WARRENSBURG *3/8 CENT SALES TEN YEAR COMPARISON



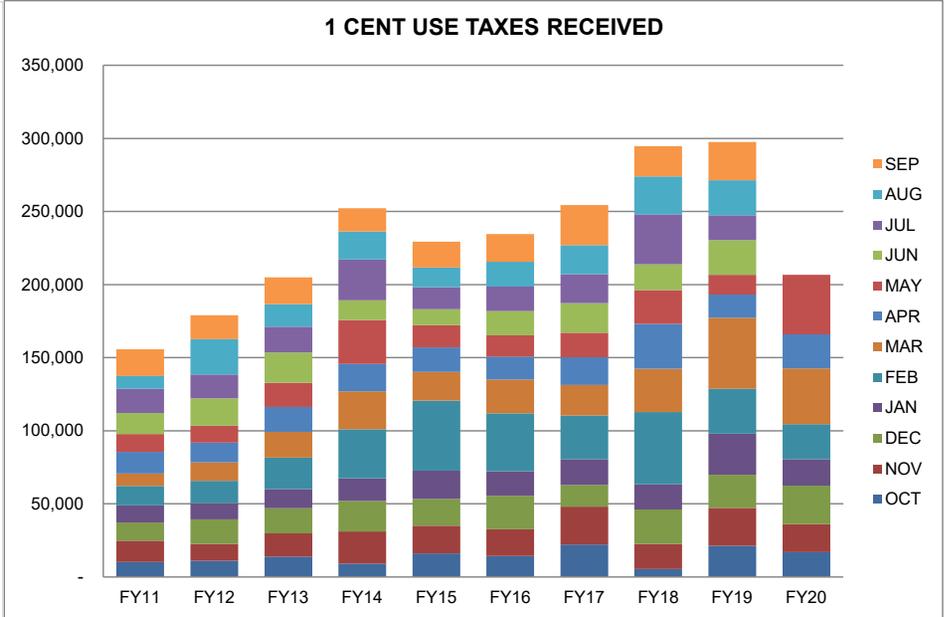
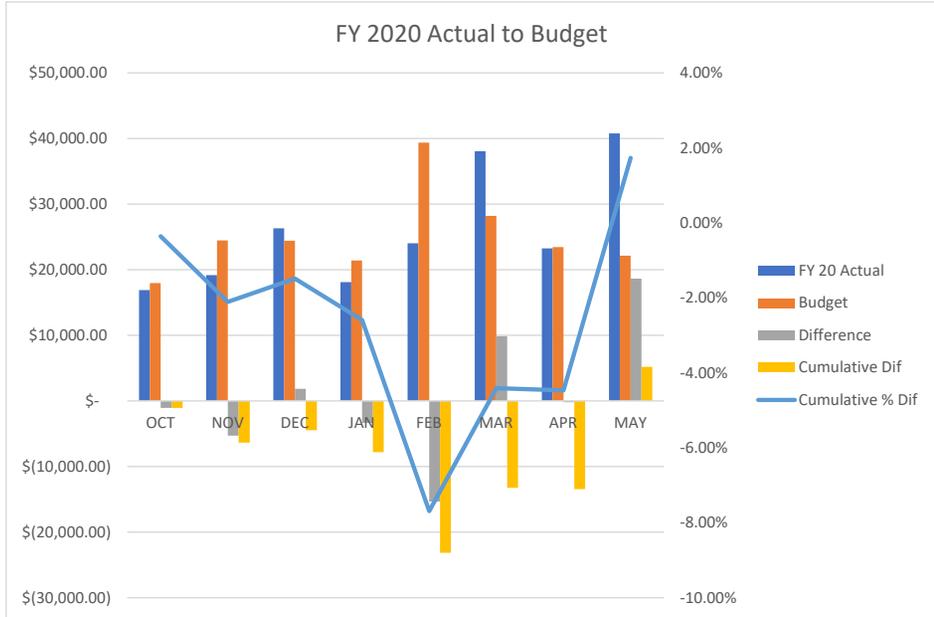
	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	CHANGE	%	
OCT	\$ 90,814.07	\$ 86,189.33	\$ 93,465.69	\$ 83,936.23	\$ 105,422.83	\$ 107,993.82	\$ 105,377.24	\$ 99,242.10	\$ 95,187.99	\$ 102,214.37	\$ 7,026.38	7.38%	OCT
NOV	\$ 61,217.93	\$ 67,637.85	\$ 78,992.03	\$ 95,992.27	\$ 88,737.16	\$ 80,964.79	\$ 78,354.36	\$ 62,317.52	\$ 80,365.11	\$ 90,462.83	\$ 10,097.72	12.56%	NOV
DEC	\$ 93,118.23	\$ 102,057.84	\$ 91,997.57	\$ 100,103.74	\$ 100,560.75	\$ 113,408.87	\$ 104,098.29	\$ 141,643.09	\$ 112,288.75	\$ 104,462.03	\$ (7,826.72)	-6.97%	DEC
JAN	\$ 82,384.34	\$ 84,469.04	\$ 78,689.20	\$ 90,220.18	\$ 107,726.80	\$ 90,666.80	\$ 105,762.86	\$ 82,643.20	\$ 106,763.75	\$ 106,744.46	\$ (19.29)	-0.02%	JAN
FEB	\$ 84,465.41	\$ 72,484.04	\$ 83,486.85	\$ 103,219.69	\$ 85,148.34	\$ 82,150.10	\$ 79,204.48	\$ 100,682.66	\$ 91,262.55	\$ 104,477.05	\$ 13,214.50	14.48%	FEB
MAR	\$ 80,414.64	\$ 97,609.07	\$ 92,583.73	\$ 85,991.73	\$ 91,879.55	\$ 119,713.66	\$ 108,704.25	\$ 127,429.96	\$ 108,917.98	\$ 103,563.12	\$ (5,354.86)	-4.92%	MAR
APR	\$ 87,948.83	\$ 91,179.39	\$ 84,330.44	\$ 89,923.49	\$ 99,288.84	\$ 93,822.27	\$ 97,331.52	\$ 95,571.47	\$ 93,935.98	\$ 108,681.88	\$ 14,745.90	15.70%	APR
MAY	\$ 73,916.39	\$ 63,071.14	\$ 70,707.30	\$ 98,496.17	\$ 74,867.23	\$ 80,275.00	\$ 56,525.77	\$ 84,712.82	\$ 83,571.09	\$ 92,402.04	\$ 8,830.95	10.57%	MAY
JUN	\$ 93,178.89	\$ 102,100.92	\$ 96,244.12	\$ 93,367.55	\$ 113,081.19	\$ 118,727.93	\$ 102,978.01	\$ 98,968.83	\$ 118,436.96				JUN
JUL	\$ 98,612.33	\$ 90,305.51	\$ 113,223.39	\$ 116,755.95	\$ 107,530.80	\$ 102,127.07	\$ 123,032.59	\$ 126,639.46	\$ 107,033.56				JUL
AUG	\$ 62,578.40	\$ 68,553.90	\$ 67,134.73	\$ 79,002.18	\$ 72,948.55	\$ 79,230.19	\$ 84,598.76	\$ 90,330.78	\$ 108,381.89				AUG
SEP	\$ 106,112.31	\$ 96,171.11	\$ 109,587.86	\$ 103,401.28	\$ 113,775.48	\$ 117,872.86	\$ 105,337.95	\$ 115,936.67	\$ 118,895.27				SEP
TOTAL	\$ 1,014,761.77	\$ 1,021,829.14	\$ 1,060,442.91	\$ 1,140,410.46	\$ 1,160,967.52	\$ 1,186,953.36	\$ 1,151,306.08	\$ 1,226,118.56	\$ 1,225,040.88	\$ 813,007.78	\$ 40,714.58	5.27%	TOTAL



CITY OF WARRENSBURG 1 CENT USE TEN YEAR COMPARISON



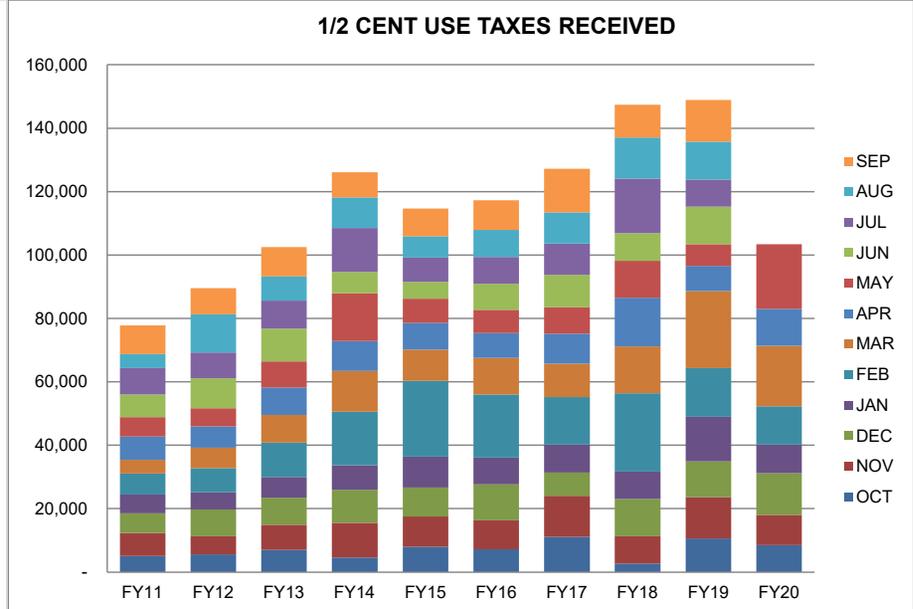
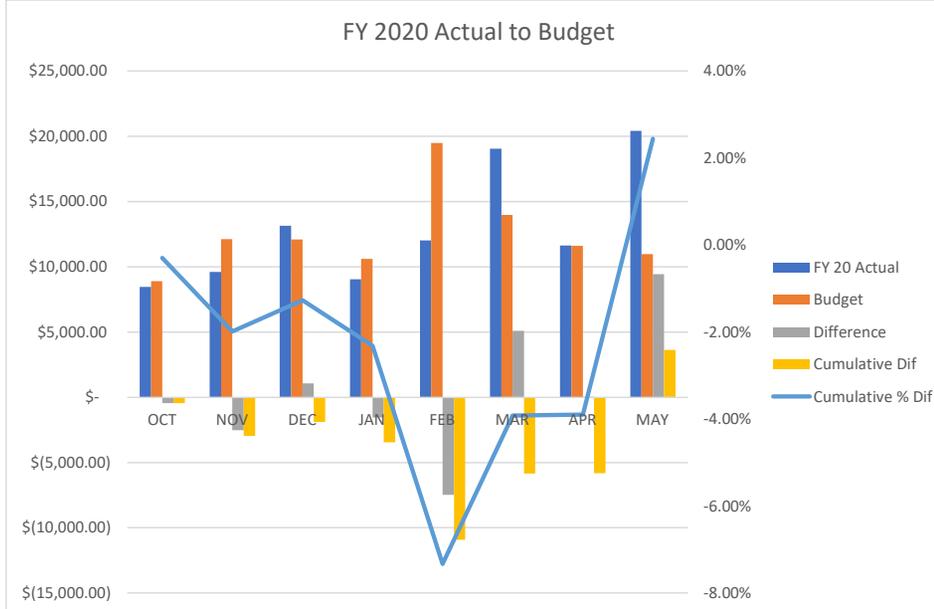
	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	CHANGE	%	
OCT	\$ 10,074.41	\$ 11,056.06	\$ 13,900.06	\$ 9,143.52	\$ 15,961.68	\$ 14,297.21	\$ 22,204.92	\$ 5,257.26	\$ 21,217.49	\$ 16,912.14	\$ (4,305.35)	-20.29%	OCT
NOV	\$ 14,619.51	\$ 11,525.73	\$ 15,955.74	\$ 21,934.11	\$ 19,083.78	\$ 18,292.66	\$ 25,830.18	\$ 17,327.71	\$ 25,983.82	\$ 19,195.17	\$ (6,788.65)	-26.13%	NOV
DEC	\$ 12,375.09	\$ 16,808.54	\$ 17,075.51	\$ 20,893.01	\$ 18,277.23	\$ 22,768.53	\$ 14,826.63	\$ 23,477.96	\$ 22,575.35	\$ 26,302.28	\$ 3,726.93	16.51%	DEC
JAN	\$ 11,830.11	\$ 10,964.18	\$ 13,072.57	\$ 15,384.22	\$ 19,412.67	\$ 16,908.80	\$ 17,578.20	\$ 17,230.49	\$ 28,100.11	\$ 18,103.13	\$ (9,996.98)	-35.58%	JAN
FEB	\$ 13,341.86	\$ 15,326.27	\$ 21,592.46	\$ 33,738.68	\$ 47,815.98	\$ 39,738.90	\$ 29,977.33	\$ 49,539.04	\$ 30,780.41	\$ 24,052.68	\$ (6,727.73)	-21.86%	FEB
MAR	\$ 8,503.10	\$ 12,687.35	\$ 17,579.43	\$ 25,803.07	\$ 19,731.46	\$ 23,052.54	\$ 20,953.42	\$ 29,507.54	\$ 48,533.97	\$ 38,085.61	\$ (10,448.36)	-21.53%	MAR
APR	\$ 14,813.61	\$ 13,464.09	\$ 17,199.63	\$ 18,897.80	\$ 16,811.78	\$ 15,592.06	\$ 18,874.61	\$ 30,779.50	\$ 15,976.62	\$ 23,279.45	\$ 7,302.83	45.71%	APR
MAY	\$ 12,252.52	\$ 11,539.63	\$ 16,520.19	\$ 30,031.20	\$ 15,257.19	\$ 14,694.11	\$ 16,758.71	\$ 23,208.09	\$ 13,624.85	\$ 40,807.72	\$ 27,182.87	199.51%	MAY
JUN	\$ 14,223.58	\$ 18,872.40	\$ 20,623.89	\$ 13,515.76	\$ 10,750.07	\$ 16,553.81	\$ 20,400.29	\$ 17,490.23	\$ 23,647.66				JUN
JUL	\$ 16,727.42	\$ 16,234.34	\$ 17,766.36	\$ 27,751.05	\$ 15,201.88	\$ 16,793.68	\$ 19,675.12	\$ 34,222.43	\$ 17,019.56				JUL
AUG	\$ 8,667.13	\$ 24,256.14	\$ 15,313.50	\$ 19,162.04	\$ 13,467.18	\$ 17,022.58	\$ 19,792.30	\$ 26,103.60	\$ 23,925.48				AUG
SEP	\$ 18,239.91	\$ 16,342.89	\$ 18,390.66	\$ 15,902.92	\$ 17,496.69	\$ 18,779.33	\$ 27,510.52	\$ 20,514.14	\$ 26,288.22				SEP
TOTAL	\$155,668.25	\$179,077.62	\$204,990.00	\$252,157.38	\$229,267.59	\$234,494.21	\$254,382.23	\$294,657.99	\$297,673.54	\$206,738.18	\$ (54.44)	-0.03%	TOTAL



CITY OF WARRENSBURG 1/2 CENT USE TEN YEAR COMPARISON



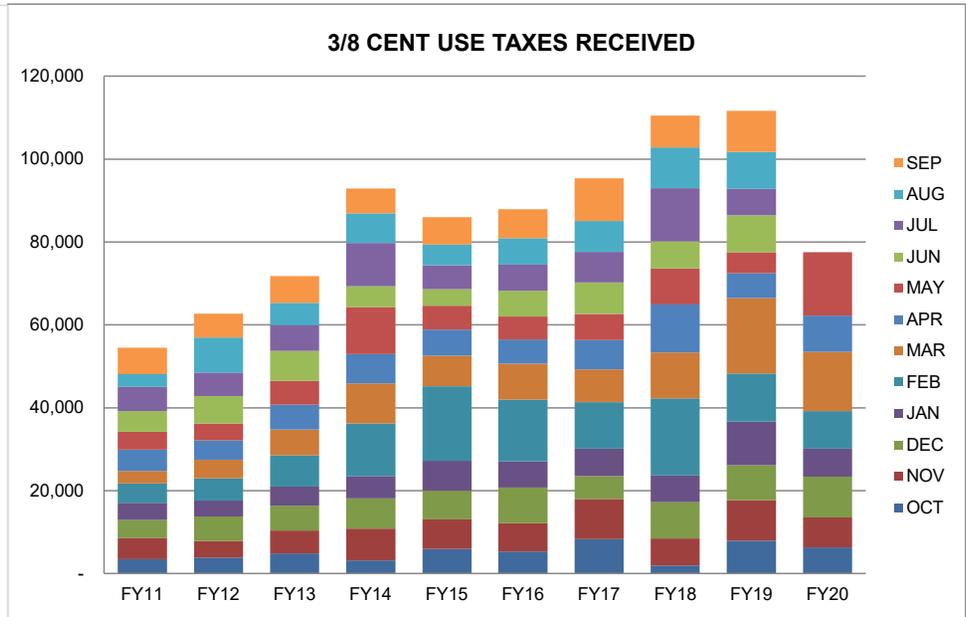
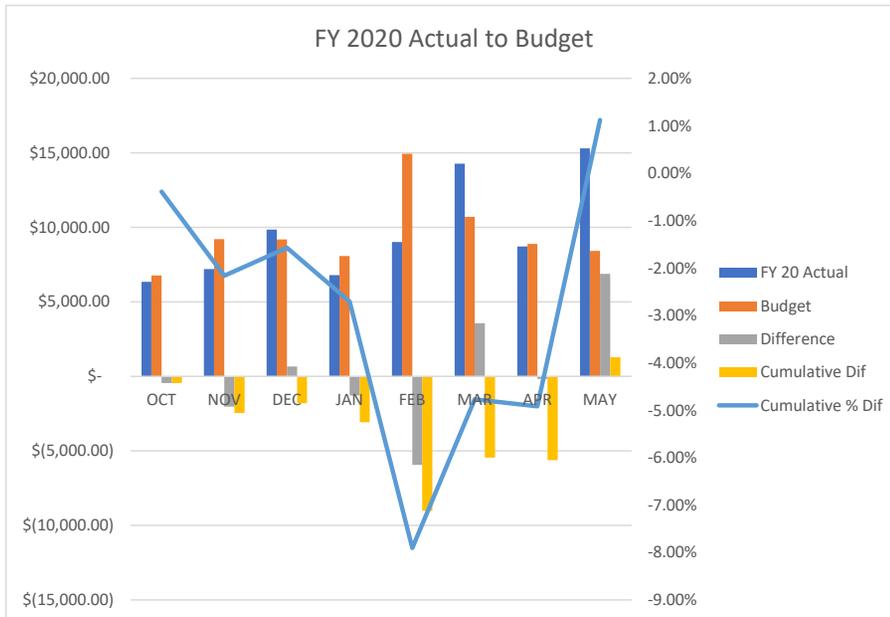
	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	CHANGE	%	
OCT	\$ 5,036.27	\$ 5,527.00	\$ 6,948.75	\$ 4,570.92	\$ 7,982.34	\$ 7,149.94	\$ 11,104.54	\$ 2,629.12	\$ 10,610.74	\$ 8,457.66	\$ (2,153.08)	-20.29%	OCT
NOV	\$ 7,308.41	\$ 5,761.80	\$ 7,976.39	\$ 10,965.03	\$ 9,543.68	\$ 9,148.04	\$ 12,917.51	\$ 8,665.48	\$ 12,994.35	\$ 9,599.39	\$ (3,394.96)	-26.13%	NOV
DEC	\$ 6,186.40	\$ 8,402.72	\$ 8,536.18	\$ 10,444.57	\$ 9,140.33	\$ 11,386.40	\$ 7,414.70	\$ 11,741.19	\$ 11,289.79	\$ 13,153.60	\$ 1,863.81	16.51%	DEC
JAN	\$ 5,913.96	\$ 5,481.08	\$ 6,535.08	\$ 7,690.69	\$ 9,708.15	\$ 8,455.98	\$ 8,790.75	\$ 8,616.86	\$ 14,052.69	\$ 9,053.27	\$ (4,999.42)	-35.58%	JAN
FEB	\$ 6,669.70	\$ 7,661.71	\$ 10,794.23	\$ 16,872.50	\$ 23,912.47	\$ 19,873.18	\$ 14,991.48	\$ 24,774.16	\$ 15,393.09	\$ 12,028.59	\$ (3,364.50)	-21.86%	FEB
MAR	\$ 4,250.77	\$ 6,342.50	\$ 8,788.09	\$ 12,903.96	\$ 9,867.58	\$ 11,528.43	\$ 10,478.67	\$ 14,756.54	\$ 24,271.54	\$ 19,046.38	\$ (5,225.16)	-21.53%	MAR
APR	\$ 7,405.44	\$ 6,730.80	\$ 8,598.23	\$ 9,450.67	\$ 8,407.47	\$ 7,797.49	\$ 9,439.07	\$ 15,392.63	\$ 7,989.81	\$ 11,641.90	\$ 3,652.09	45.71%	APR
MAY	\$ 6,125.13	\$ 5,768.75	\$ 8,258.57	\$ 15,018.42	\$ 7,630.03	\$ 7,348.43	\$ 8,380.93	\$ 11,606.22	\$ 6,813.70	\$ 20,407.69	\$ 13,593.99	199.51%	MAY
JUN	\$ 7,110.47	\$ 9,434.45	\$ 10,310.04	\$ 6,759.15	\$ 5,376.05	\$ 8,278.46	\$ 10,202.06	\$ 8,746.75	\$ 11,826.04				JUN
JUL	\$ 8,362.16	\$ 8,115.67	\$ 8,881.54	\$ 13,878.12	\$ 7,602.37	\$ 8,398.42	\$ 9,839.40	\$ 17,114.42	\$ 8,511.38				JUL
AUG	\$ 4,332.77	\$ 12,125.82	\$ 7,655.33	\$ 9,582.82	\$ 6,734.85	\$ 8,512.89	\$ 9,898.00	\$ 13,054.25	\$ 11,964.98				AUG
SEP	\$ 9,118.27	\$ 8,169.93	\$ 9,193.63	\$ 7,952.95	\$ 8,749.98	\$ 9,391.42	\$ 13,757.84	\$ 10,259.00	\$ 13,146.57				SEP
TOTAL	\$ 77,819.75	\$ 89,522.23	\$102,476.06	\$126,089.80	\$114,655.30	\$117,269.08	\$127,214.95	\$147,356.62	\$148,864.68	\$103,388.48	\$ (27.23)	-0.03%	TOTAL



CITY OF WARRENSBURG 3/8 CENT USE TEN YEAR COMPARISON



	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	CHANGE	%	
OCT	\$ 3,528.37	\$ 3,872.18	\$ 4,868.24	\$ 3,202.35	\$ 5,986.01	\$ 5,361.79	\$ 8,327.37	\$ 1,971.59	\$ 7,957.06	\$ 6,342.45	\$ (1,614.61)	-20.29%	OCT
NOV	\$ 5,120.21	\$ 4,036.67	\$ 5,588.20	\$ 7,682.01	\$ 7,156.86	\$ 6,860.18	\$ 9,686.92	\$ 6,498.29	\$ 9,744.54	\$ 7,198.64	\$ (2,545.90)	-26.13%	NOV
DEC	\$ 4,334.14	\$ 5,886.88	\$ 5,980.38	\$ 7,317.38	\$ 6,854.39	\$ 8,538.73	\$ 5,560.33	\$ 8,804.79	\$ 8,466.29	\$ 9,863.97	\$ 1,397.68	16.51%	DEC
JAN	\$ 4,143.27	\$ 3,840.00	\$ 4,578.42	\$ 5,388.03	\$ 7,280.21	\$ 6,341.20	\$ 6,592.23	\$ 6,461.84	\$ 10,538.20	\$ 6,789.10	\$ (3,749.10)	-35.58%	JAN
FEB	\$ 4,672.74	\$ 5,367.74	\$ 7,562.35	\$ 12,652.80	\$ 17,932.11	\$ 14,903.02	\$ 11,242.20	\$ 18,578.30	\$ 11,543.38	\$ 9,020.32	\$ (2,523.06)	-21.86%	FEB
MAR	\$ 2,978.05	\$ 4,443.51	\$ 6,156.87	\$ 9,676.76	\$ 7,399.76	\$ 8,645.24	\$ 7,858.02	\$ 11,066.02	\$ 18,201.38	\$ 14,283.00	\$ (3,918.38)	-21.53%	MAR
APR	\$ 5,188.19	\$ 4,715.55	\$ 6,023.85	\$ 7,087.12	\$ 6,304.81	\$ 5,847.39	\$ 7,078.42	\$ 11,543.03	\$ 5,991.60	\$ 8,730.34	\$ 2,738.74	45.71%	APR
MAY	\$ 4,291.21	\$ 4,041.54	\$ 5,785.89	\$ 11,262.41	\$ 5,721.80	\$ 5,510.63	\$ 6,284.91	\$ 8,703.58	\$ 5,109.64	\$ 15,303.85	\$ 10,194.21	199.51%	MAY
JUN	\$ 4,981.54	\$ 6,609.71	\$ 7,223.13	\$ 5,068.72	\$ 4,031.53	\$ 6,208.07	\$ 7,650.59	\$ 6,559.25	\$ 8,868.43				JUN
JUL	\$ 5,858.47	\$ 5,685.78	\$ 6,222.33	\$ 10,407.29	\$ 5,701.06	\$ 6,298.02	\$ 7,378.63	\$ 12,834.21	\$ 6,382.74				JUL
AUG	\$ 3,035.50	\$ 8,495.26	\$ 5,363.27	\$ 7,186.22	\$ 5,050.51	\$ 6,383.87	\$ 7,422.58	\$ 9,789.46	\$ 8,972.62				AUG
SEP	\$ 6,388.19	\$ 5,723.79	\$ 6,440.98	\$ 5,963.97	\$ 6,561.67	\$ 7,042.69	\$ 10,317.09	\$ 7,693.28	\$ 9,858.70				SEP
TOTAL	\$54,519.88	\$62,718.61	\$71,793.91	\$92,895.06	\$ 85,980.72	\$ 87,940.83	\$ 95,399.29	\$110,503.64	\$111,634.58	\$ 77,531.67	\$ (20.42)	-0.03%	TOTAL

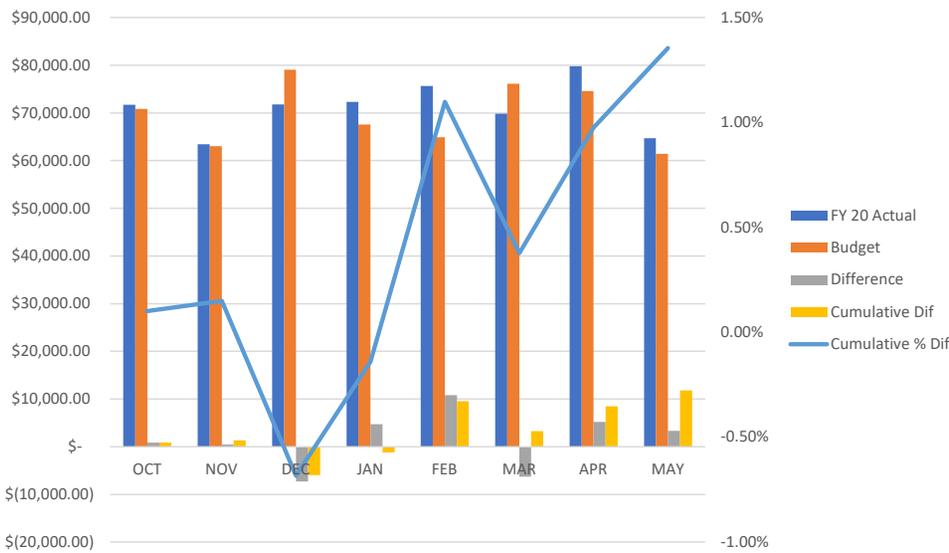


CITY OF WARRENSBURG LAW ENFORCEMENT TEN YEAR COMPARISON

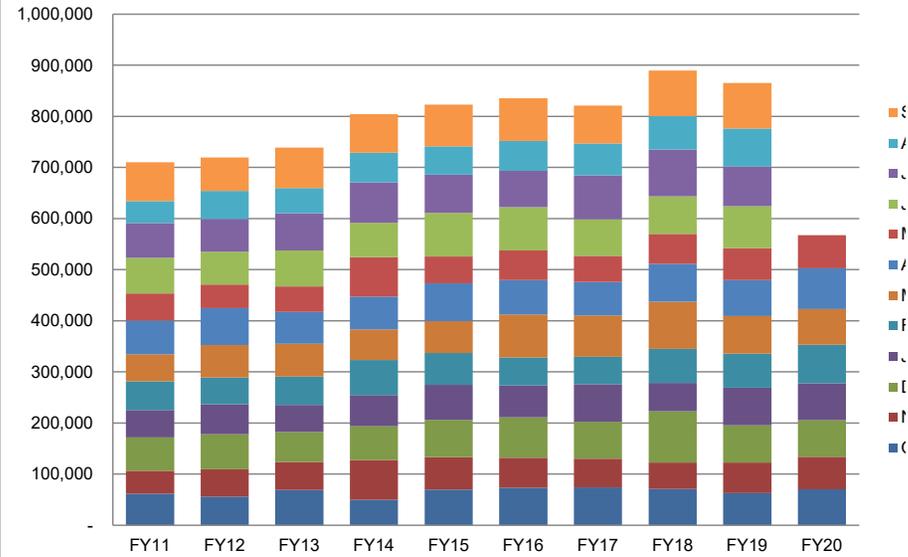


	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	CHANGE	%	
OCT	\$ 61,672.18	\$ 55,646.53	\$ 68,648.72	\$ 49,734.02	\$ 69,740.56	\$ 73,177.08	\$ 74,169.96	\$ 70,492.57	\$ 62,332.51	\$ 70,043.58	\$ 7,711.07	12.37%	OCT
NOV	\$ 44,374.74	\$ 53,633.60	\$ 55,212.92	\$ 77,887.02	\$ 63,532.50	\$ 58,894.22	\$ 55,595.27	\$ 52,280.94	\$ 59,911.16	\$ 63,444.87	\$ 3,533.71	5.90%	NOV
DEC	\$ 65,879.76	\$ 68,590.40	\$ 58,370.64	\$ 65,709.45	\$ 72,535.63	\$ 79,184.98	\$ 72,791.45	\$ 100,119.52	\$ 73,344.67	\$ 71,772.51	\$ (1,572.16)	-2.14%	DEC
JAN	\$ 53,637.12	\$ 58,621.47	\$ 53,269.01	\$ 61,204.89	\$ 68,952.60	\$ 62,138.58	\$ 73,293.44	\$ 55,325.38	\$ 73,118.12	\$ 72,310.87	\$ (807.25)	-1.10%	JAN
FEB	\$ 56,141.64	\$ 52,660.81	\$ 55,330.96	\$ 68,707.24	\$ 61,982.30	\$ 54,930.81	\$ 53,749.36	\$ 66,673.84	\$ 66,817.69	\$ 75,654.69	\$ 8,837.00	13.23%	FEB
MAR	\$ 52,714.05	\$ 63,526.08	\$ 64,281.82	\$ 59,850.51	\$ 62,673.10	\$ 83,803.95	\$ 80,502.75	\$ 92,142.87	\$ 73,811.27	\$ 69,821.52	\$ (3,989.75)	-5.41%	MAR
APR	\$ 65,714.41	\$ 72,355.32	\$ 62,409.29	\$ 64,069.15	\$ 73,651.81	\$ 67,565.62	\$ 65,452.50	\$ 74,151.28	\$ 70,352.26	\$ 79,816.54	\$ 9,464.28	13.45%	APR
MAY	\$ 53,515.81	\$ 45,732.81	\$ 49,808.18	\$ 77,051.67	\$ 52,566.73	\$ 57,599.71	\$ 51,343.45	\$ 58,958.71	\$ 61,991.69	\$ 64,713.00	\$ 2,721.31	4.39%	MAY
JUN	\$ 69,490.44	\$ 64,469.03	\$ 70,162.15	\$ 67,583.98	\$ 85,528.20	\$ 84,711.15	\$ 71,905.69	\$ 73,249.53	\$ 82,790.48				JUN
JUL	\$ 68,118.27	\$ 63,953.45	\$ 73,007.64	\$ 78,859.70	\$ 74,596.87	\$ 71,509.19	\$ 85,628.15	\$ 91,680.94	\$ 77,897.41				JUL
AUG	\$ 42,789.13	\$ 55,074.31	\$ 48,900.29	\$ 58,419.92	\$ 55,602.98	\$ 58,375.82	\$ 62,219.29	\$ 65,662.95	\$ 73,962.21				AUG
SEP	\$ 76,405.13	\$ 65,179.62	\$ 79,282.17	\$ 75,385.36	\$ 81,916.16	\$ 83,389.29	\$ 74,742.70	\$ 89,108.85	\$ 89,310.51				SEP
TOTAL	\$710,452.68	\$719,443.43	\$738,683.79	\$804,462.91	\$823,279.44	\$835,280.40	\$821,394.01	\$889,847.38	\$865,639.98	\$ 567,577.58	\$ 25,898.21	4.78%	TOTAL

FY 2020 Actual to Budget



LAW ENFORCEMENT SALES TAXES RECEIVED

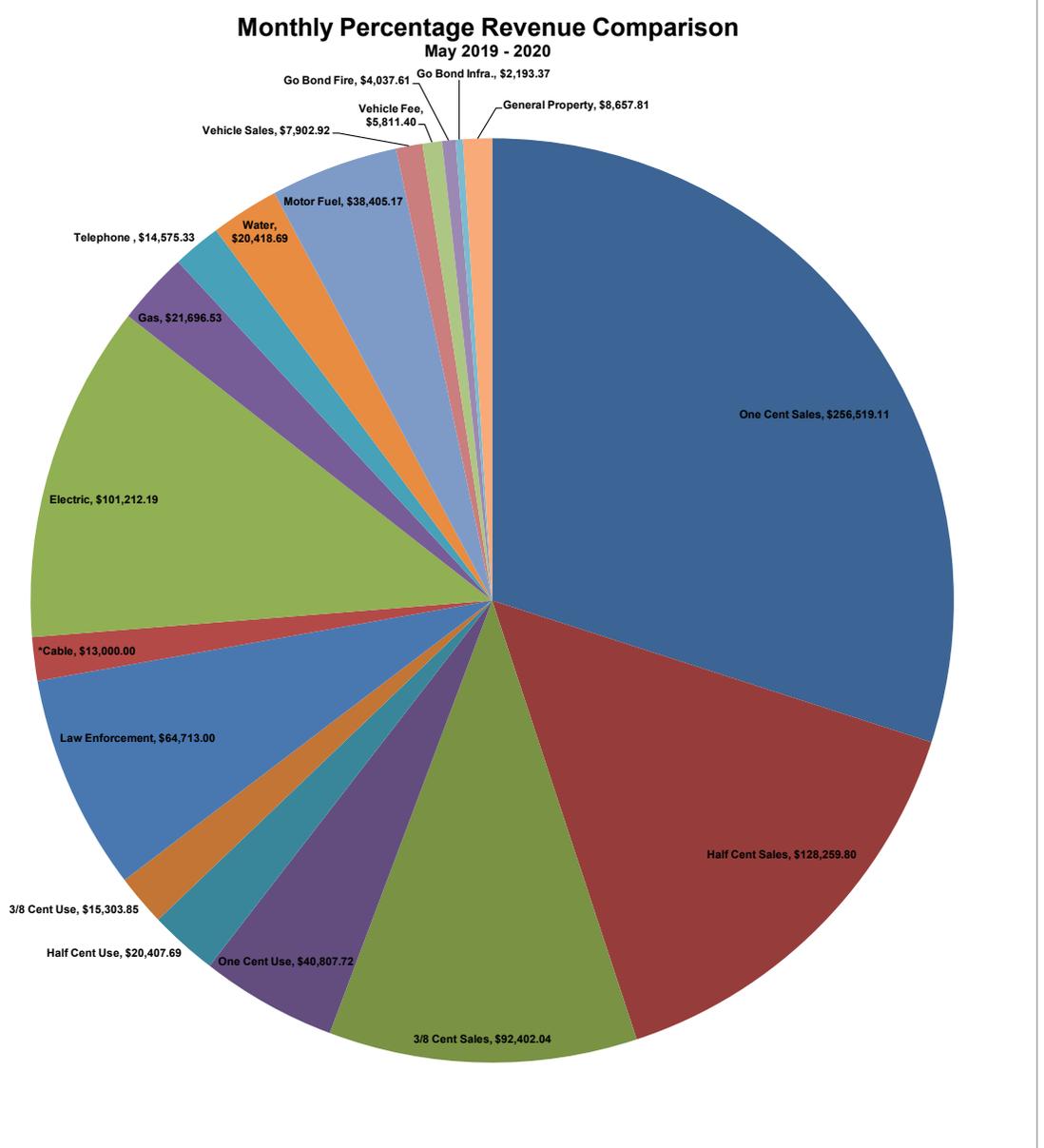
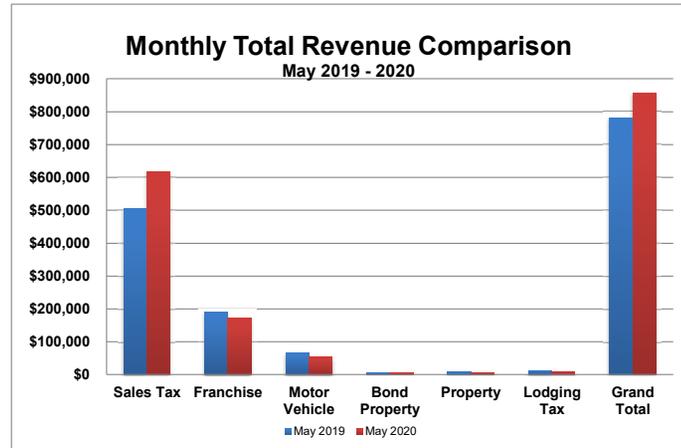




CITY OF WARRENSBURG MONTHLY REVENUE COMPARISON as of 06/04/2020

	May 2019	May 2020	Difference	%
Sales Tax				
One Cent Sales	\$223,472.98	\$256,519.11	\$33,046.13	14.79%
Half Cent Sales	\$111,736.23	\$128,259.80	\$16,523.57	14.79%
3/8 Cent Sales	\$83,571.09	\$92,402.04	\$8,830.95	10.57%
One Cent Use	\$13,624.85	\$40,807.72	\$27,182.87	199.51%
Half Cent Use	\$6,813.70	\$20,407.69	\$13,593.99	199.51%
3/8 Cent Use	\$5,109.64	\$15,303.85	\$10,194.21	199.51%
Law Enforcement	\$61,991.69	\$64,713.00	\$2,721.31	4.39%
Total	\$506,320.18	\$618,413.21	\$112,093.03	22.14%
Franchise				
*Cable	\$13,218.33	\$13,000.00	(\$218.33)	-1.65%
Electric	\$110,298.39	\$101,212.19	(\$9,086.20)	-8.24%
Gas	\$25,540.86	\$21,696.53	(\$3,844.33)	-15.05%
Telephone	\$18,041.11	\$14,575.33	(\$3,465.78)	-19.21%
Water	\$21,910.93	\$20,418.69	(\$1,492.24)	-6.81%
Total	\$189,009.62	\$170,902.74	(\$18,106.88)	-9.58%
Motor Vehicle				
Motor Fuel	\$42,724.85	\$38,405.17	(\$4,319.68)	-10.11%
Vehicle Sales	\$13,738.25	\$7,902.92	(\$5,835.33)	-42.48%
Vehicle Fee	\$9,161.90	\$5,811.40	(\$3,350.50)	-36.57%
Total	\$65,625.00	\$52,119.49	(\$13,505.51)	-20.58%
Bond Property				
Go Bond Fire	\$1,187.21	\$923.91	(\$263.30)	-22.18%
Go Bond Infra.	\$3,816.03	\$2,969.71	(\$846.32)	-22.18%
Total	\$5,003.24	\$3,893.62	(\$1,109.62)	-22.18%
Property				
General Property	\$5,095.25	\$4,037.61	(\$1,057.64)	-20.76%
Parks Property	\$2,767.96	\$2,193.37	(\$574.59)	-20.76%
Total	\$7,863.21	\$6,230.98	(\$1,632.23)	-20.76%
Lodging Tax	\$11,226.30	\$8,657.81	(\$2,568.49)	-22.88%
Grand Total	\$780,044.31	\$856,324.23	\$76,279.92	9.78%

*Estimated

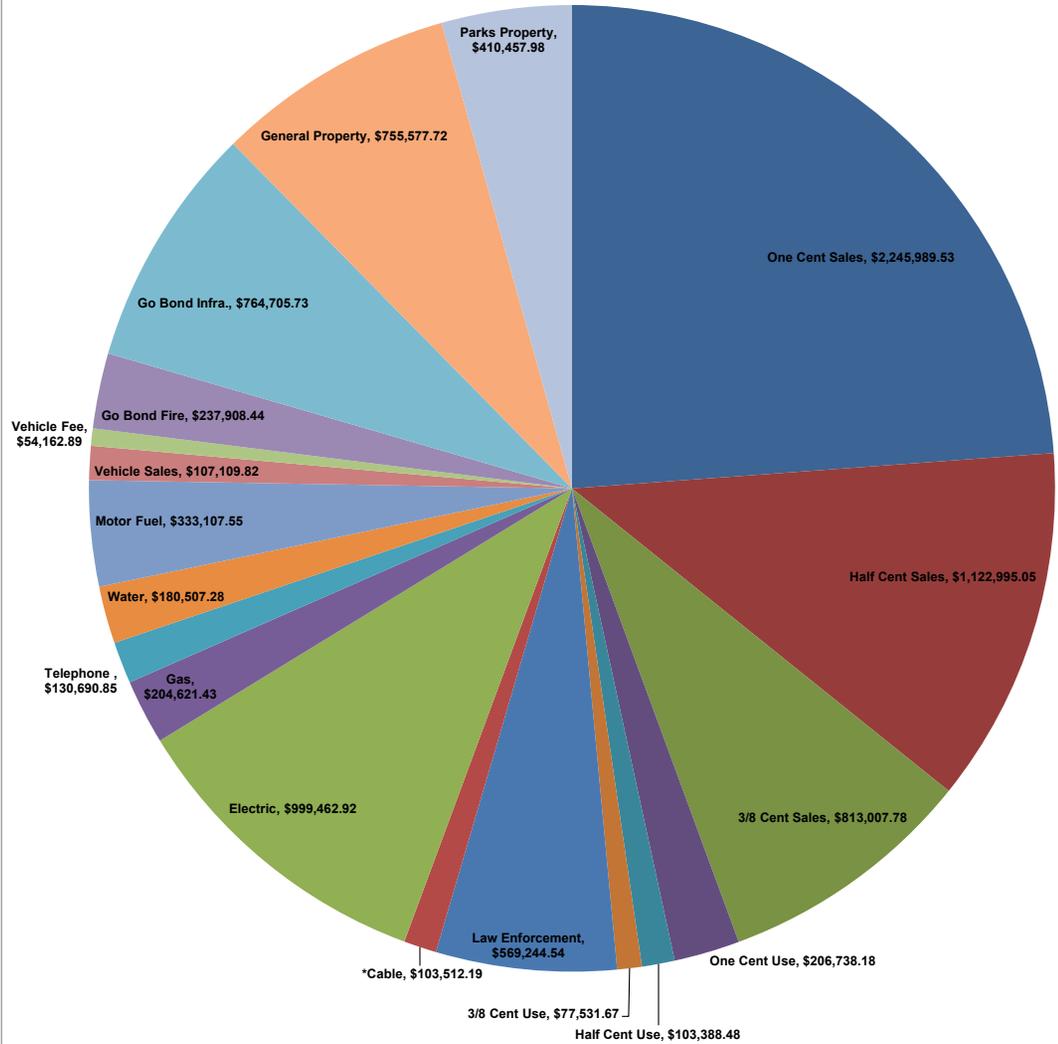




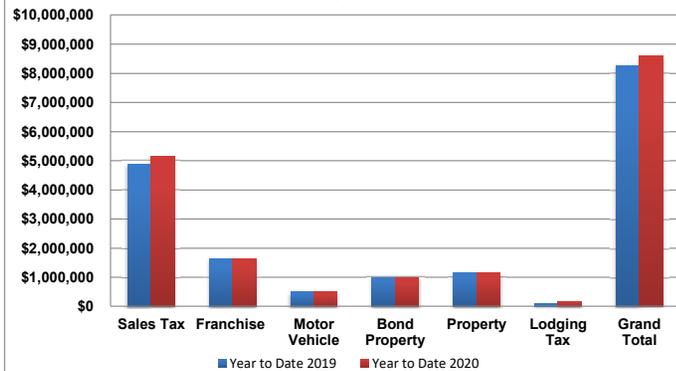
CITY OF WARRENSBURG MONTHLY REVENUE COMPARISON as of 06/04/2020

	Year to Date 2019	Year to Date 2020	Difference	%
Sales Tax				
One Cent Sales	\$2,125,935.52	\$2,245,989.53	\$120,054.01	5.65%
Half Cent Sales	\$1,062,967.31	\$1,122,995.05	\$60,027.74	5.65%
3/8 Cent Sales	\$772,293.20	\$813,007.78	\$40,714.58	5.27%
One Cent Use	\$206,792.62	\$206,738.18	(\$54.44)	-0.03%
Half Cent Use	\$103,415.71	\$103,388.48	(\$27.23)	-0.03%
3/8 Cent Use	\$77,552.09	\$77,531.67	(\$20.42)	-0.03%
Law Enforcement	\$541,679.37	\$569,244.54	\$27,565.17	5.09%
Total	\$4,890,635.82	\$5,138,895.23	\$248,259.41	5.08%
2020 Adj. Feb.				
Franchise				
*Cable	\$105,890.60	\$103,512.19	(\$2,378.41)	-2.25%
Electric	\$941,789.90	\$999,462.92	\$57,673.02	6.12%
Gas	\$243,774.12	\$204,621.43	(\$39,152.69)	-16.06%
Telephone	\$157,516.38	\$130,690.85	(\$26,825.53)	-17.03%
Water	\$187,993.11	\$180,507.28	(\$7,485.83)	-3.98%
Total	\$1,636,964.11	\$1,618,794.67	(\$18,169.44)	-1.11%
Electric Adj Jan. 2019				
Motor Vehicle				
Motor Fuel	\$335,413.45	\$333,107.55	(\$2,305.90)	-0.69%
Vehicle Sales	\$103,919.09	\$107,109.82	\$3,190.73	3.07%
Vehicle Fee	\$55,889.17	\$54,162.89	(\$1,726.28)	-3.09%
Total	\$495,221.71	\$494,380.26	(\$841.45)	-0.17%
Bond Property				
Go Bond Fire	\$235,481.18	\$237,908.44	\$2,427.26	1.03%
Go Bond Infra.	\$756,903.77	\$764,705.73	\$7,801.96	1.03%
Total	\$992,384.95	\$1,002,614.17	\$10,229.22	1.03%
Property				
General Property	\$751,011.44	\$755,577.72	\$4,566.28	0.61%
Parks Property	\$407,977.41	\$410,457.98	\$2,480.57	0.61%
Total	\$1,158,988.85	\$1,166,035.70	\$7,046.85	0.61%
Lodging Tax	\$86,787.64	\$164,844.60	\$78,056.96	89.94%
Grand Total	\$8,268,598.13	\$8,582,950.46	\$314,352.33	3.80%
*Estimated				

**Revenue Comparison Percentage
FYTD - May 2019 & 2020**



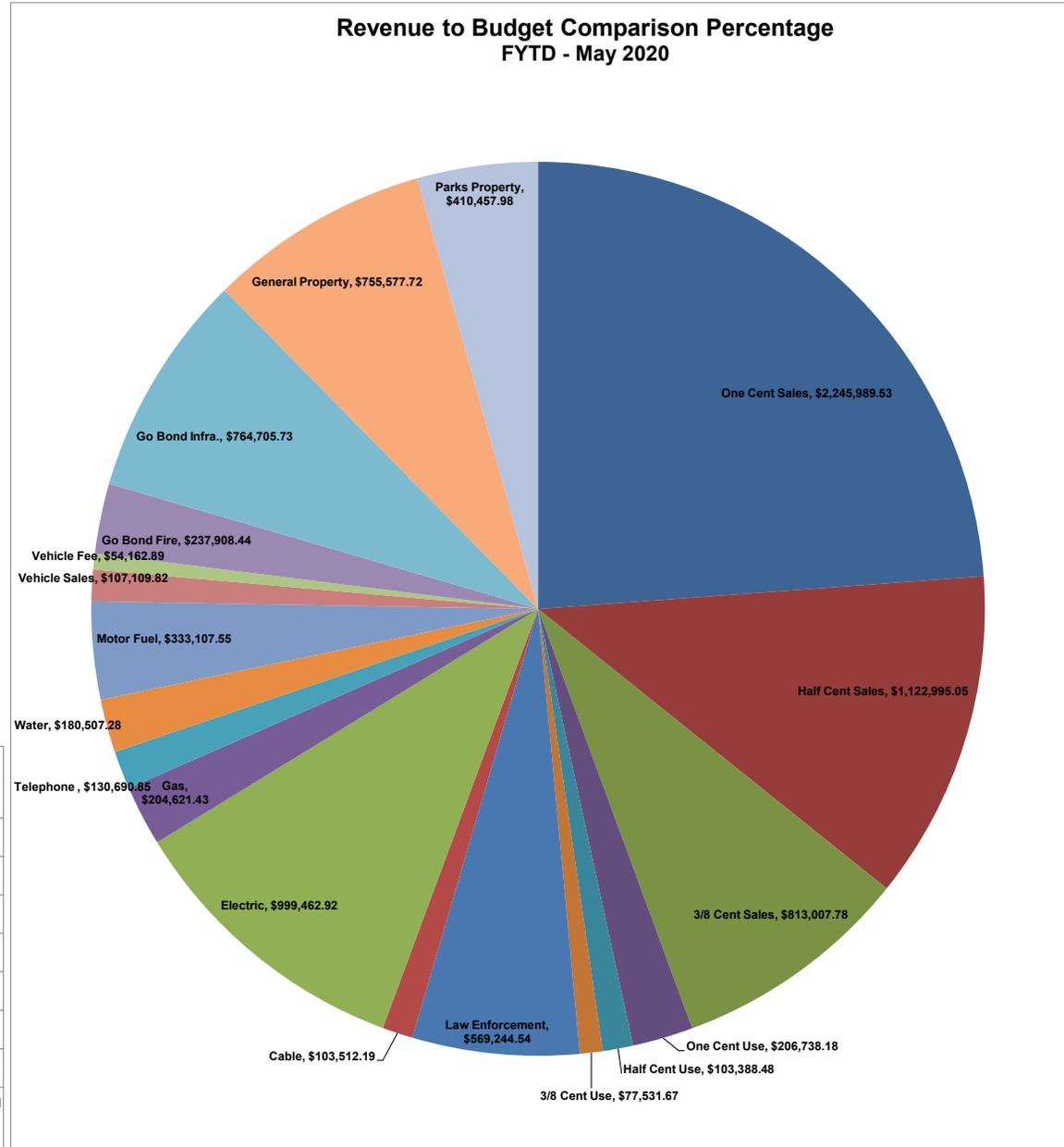
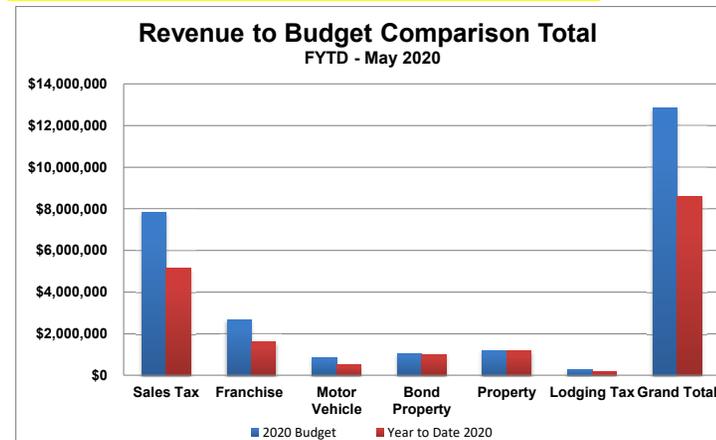
**Revenue Comparison Total
FYTD - May 2019 & 2020**





CITY OF WARRENSBURG MONTHLY REVENUE COMPARISON as of 06/04/2020

	2020 Budget	Year to Date 2020	Difference	% Remaining
Sales Tax				
One Cent Sales	\$3,475,000.00	\$2,245,989.53	(\$1,229,010.47)	35.37%
Half Cent Sales	\$1,700,000.00	\$1,122,995.05	(\$577,004.95)	33.94%
3/8 Cent Sales	\$1,225,000.00	\$813,007.78	(\$411,992.22)	33.63%
One Cent Use	\$301,000.00	\$206,738.18	(\$94,261.82)	31.32%
Half Cent Use	\$149,000.00	\$103,388.48	(\$45,611.52)	30.61%
3/8 Cent Use	\$114,000.00	\$77,531.67	(\$36,468.33)	31.99%
Law Enforcement	\$870,000.00	\$569,244.54	(\$300,755.46)	34.57%
Total	\$7,834,000.00	\$5,138,895.23	(\$2,695,104.77)	34.40%
2020 Adj. Feb.				
Franchise				
Cable	\$163,000.00	\$103,512.19	(\$59,487.81)	36.50%
Electric	\$1,671,000.00	\$999,462.92	(\$671,537.08)	40.19%
Gas	\$267,000.00	\$204,621.43	(\$62,378.57)	23.36%
Telephone	\$276,000.00	\$130,690.85	(\$145,309.15)	52.65%
Water	\$276,000.00	\$180,507.28	(\$95,492.72)	34.60%
Total	\$2,653,000.00	\$1,618,794.67	(\$1,034,205.33)	38.98%
Electric Adj Jan. 2019				
Motor Vehicle				
Motor Fuel	\$580,000.00	\$333,107.55	(\$246,892.45)	42.57%
Vehicle Sales	\$180,000.00	\$107,109.82	(\$72,890.18)	40.49%
Vehicle Fee	\$86,000.00	\$54,162.89	(\$31,837.11)	37.02%
Total	\$846,000.00	\$494,380.26	(\$351,619.74)	41.56%
Bond Property				
Go Bond Fire	\$252,000.00	\$237,908.44	(\$14,091.56)	5.59%
Go Bond Infra.	\$798,000.00	\$764,705.73	(\$33,294.27)	4.17%
Total	\$1,050,000.00	\$1,002,614.17	(\$47,385.83)	4.51%
Property				
General Property	\$775,000.00	\$755,577.72	(\$19,422.28)	2.51%
Parks Property	\$425,000.00	\$410,457.98	(\$14,542.02)	3.42%
Total	\$1,200,000.00	\$1,166,035.70	(\$33,964.30)	2.83%
Lodging Tax	\$288,000.00	\$164,844.60	(\$123,155.40)	42.76%
Grand Total	\$12,821,000.00	\$8,582,950.46	(\$4,238,049.54)	33.06%





Prior-Year Comparative Income Statement

Group Summary

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 110 - GENERAL								
Revenue								
	724,251.07	659,992.82	-64,258.25	-8.87%	6,865,071.15	6,666,281.92	-198,789.23	-2.90%
Revenue Total:	724,251.07	659,992.82	-64,258.25	-8.87%	6,865,071.15	6,666,281.92	-198,789.23	-2.90%
Expense								
601 - LEGISLATIVE	30,806.19	29,675.00	1,131.19	3.67%	70,052.75	84,878.02	-14,825.27	-21.16%
602 - CITY CLERK	5,062.09	5,251.11	-189.02	-3.73%	50,593.91	49,093.99	1,499.92	2.96%
603 - CITY MANAGER	14,809.82	14,535.84	273.98	1.85%	129,813.03	137,311.93	-7,498.90	-5.78%
604 - MUNICIPAL COURT	10,030.20	11,606.00	-1,575.80	-15.71%	99,036.75	98,709.99	326.76	0.33%
605 - LEGAL	0.00	37.50	-37.50	0.00%	5,698.36	5,012.50	685.86	12.04%
610 - HUMAN RESOURCES	8,594.46	16,208.31	-7,613.85	-88.59%	92,501.60	121,978.77	-29,477.17	-31.87%
611 - GENERAL	13,867.88	40,603.53	-26,735.65	-192.79%	363,844.23	333,113.22	30,731.01	8.45%
612 - FINANCE	37,112.56	33,628.77	3,483.79	9.39%	329,003.31	328,798.38	204.93	0.06%
613 - INFORMATION TECHNOLOGY	48,321.09	16,671.08	31,650.01	65.50%	397,299.36	423,879.88	-26,580.52	-6.69%
614 - BUILDINGS & GROUNDS	20,621.38	10,895.70	9,725.68	47.16%	110,074.40	113,886.52	-3,812.12	-3.46%
620 - EMERGENCY MANAGEMENT	0.00	0.00	0.00	0.00%	12,943.52	16,897.45	-3,953.93	-30.55%
621 - FIRE PROTECTION	143,147.84	134,587.12	8,560.72	5.98%	1,445,466.07	1,354,983.22	90,482.85	6.26%
622 - LAW ENFORCEMENT	197,243.84	167,467.56	29,776.28	15.10%	1,911,402.73	1,826,380.50	85,022.23	4.45%
623 - ANIMAL CONTROL	24,850.63	17,657.27	7,193.36	28.95%	193,369.95	175,883.78	17,486.17	9.04%
624 - ANIMAL CONTROL DONATION	0.00	0.00	0.00	0.00%	27,559.89	0.00	27,559.89	100.00%
640 - GRAPHIC INFORMATION SYSTEMS	0.00	4,156.25	-4,156.25	0.00%	0.00	37,726.55	-37,726.55	0.00%
641 - COMMUNITY DEVELOPMENT	35,131.77	33,431.28	1,700.49	4.84%	310,508.39	292,154.83	18,353.56	5.91%
642 - ECONOMIC DEVELOPMENT	27,700.08	18,333.33	9,366.75	33.81%	166,001.15	125,820.24	40,180.91	24.21%
643 - STREET MAINTENANCE	100,288.85	85,502.75	14,786.10	14.74%	1,344,914.81	906,709.25	438,205.56	32.58%
644 - CEMETERY	13,640.96	10,560.80	3,080.16	22.58%	56,296.72	52,736.45	3,560.27	6.32%
810 - NON-DEPARTMENTAL	0.00	0.00	0.00	0.00%	48,223.86	619,958.45	-571,734.59	-1,185.58%
Expense Total:	731,229.64	650,809.20	80,420.44	11.00%	7,164,604.79	7,105,913.92	58,690.87	0.82%
Fund 110 Surplus (Deficit):	-6,978.57	9,183.62	16,162.19	231.60%	-299,533.64	-439,632.00	-140,098.36	-46.77%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 210 - CAPITAL IMPROVEMENT TRAN								
Revenue								
	67,028.92	52,119.49	-14,909.43	-22.24%	841,035.07	498,997.92	-342,037.15	-40.67%
Revenue Total:	67,028.92	52,119.49	-14,909.43	-22.24%	841,035.07	498,997.92	-342,037.15	-40.67%
Expense								
611 - GENERAL	101.08	129.26	-28.18	-27.88%	410.19	535.27	-125.08	-30.49%
680 - CAPITAL IMPROVEMENT	19,251.84	4,366.50	14,885.34	77.32%	246,427.41	59,376.70	187,050.71	75.90%
Expense Total:	19,352.92	4,495.76	14,857.16	76.77%	246,837.60	59,911.97	186,925.63	75.73%
Fund 210 Surplus (Deficit):	47,676.00	47,623.73	-52.27	-0.11%	594,197.47	439,085.95	-155,111.52	-26.10%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 215 - CAPITAL IMPROVEMENT 1/2 C								
Revenue								
	120,209.93	148,667.49	28,457.56	23.67%	1,174,918.99	1,230,866.61	55,947.62	4.76%
Revenue Total:	120,209.93	148,667.49	28,457.56	23.67%	1,174,918.99	1,230,866.61	55,947.62	4.76%
Expense								
611 - GENERAL	121.03	74.29	46.74	38.62%	108,230.06	567.35	107,662.71	99.48%
680 - CAPITAL IMPROVEMENT	0.00	27,971.00	-27,971.00	0.00%	11,722.81	457,203.54	-445,480.73	-3,800.12%
810 - NON-DEPARTMENTAL	0.00	0.00	0.00	0.00%	601,925.06	614,932.94	-13,007.88	-2.16%
Expense Total:	121.03	28,045.29	-27,924.26	-23,072.18%	721,877.93	1,072,703.83	-350,825.90	-48.60%
Fund 215 Surplus (Deficit):	120,088.90	120,622.20	533.30	0.44%	453,041.06	158,162.78	-294,878.28	-65.09%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 225 - GENERAL OBLIGATION BONDS								
Revenue								
	6,967.67	3,893.62	-3,074.05	-44.12%	1,059,768.63	1,048,810.67	-10,957.96	-1.03%
Revenue Total:	6,967.67	3,893.62	-3,074.05	-44.12%	1,059,768.63	1,048,810.67	-10,957.96	-1.03%
Expense								
680 - CAPITAL IMPROVEMENT	26,778.75	0.00	26,778.75	100.00%	907,707.96	402,552.25	505,155.71	55.65%
810 - NON-DEPARTMENTAL	0.00	0.00	0.00	0.00%	919,725.00	948,850.00	-29,125.00	-3.17%
Expense Total:	26,778.75	0.00	26,778.75	100.00%	1,827,432.96	1,351,402.25	476,030.71	26.05%
Fund 225 Surplus (Deficit):	-19,811.08	3,893.62	23,704.70	119.65%	-767,664.33	-302,591.58	465,072.75	60.58%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 250 - VEHICLE AND EQUIPMENT REPLACEMENT								
Revenue								
	68.60	0.00	-68.60	-100.00%	27,323.71	2,655.00	-24,668.71	-90.28%
Revenue Total:	68.60	0.00	-68.60	-100.00%	27,323.71	2,655.00	-24,668.71	-90.28%
Expense								
611 - GENERAL	4.68	0.00	4.68	100.00%	25.16	62.00	-36.84	-146.42%
622 - LAW ENFORCEMENT	0.00	1.28	-1.28	0.00%	0.00	75,653.55	-75,653.55	0.00%
643 - STREET MAINTENANCE	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
Expense Total:	4.68	1.28	3.40	72.65%	25.16	75,715.55	-75,690.39	-300,836.21%
Fund 250 Surplus (Deficit):	63.92	-1.28	-65.20	-102.00%	27,298.55	-73,060.55	-100,359.10	-367.64%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 310 - DEBT SERVICE								
Revenue								
	0.00	0.00	0.00	0.00%	1,649,366.71	1,739,997.92	90,631.21	5.49%
Revenue Total:	0.00	0.00	0.00	0.00%	1,649,366.71	1,739,997.92	90,631.21	5.49%
Expense								
611 - GENERAL	0.00	0.00	0.00	0.00%	1,649,366.71	1,739,997.92	-90,631.21	-5.49%
Expense Total:	0.00	0.00	0.00	0.00%	1,649,366.71	1,739,997.92	-90,631.21	-5.49%
Fund 310 Surplus (Deficit):	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 410 - NEIGHBORHOOD IMPROVEMENT								
Revenue								
	0.00	0.00	0.00	0.00%	67,571.52	583,282.80	515,711.28	763.21%
Revenue Total:	0.00	0.00	0.00	0.00%	67,571.52	583,282.80	515,711.28	763.21%
Expense								
691 - RUSSELL AVENUE	0.00	0.00	0.00	0.00%	7,964.88	8,768.00	-803.12	-10.08%
692 - HAWTHORNE DEVELOPMENT	0.00	0.00	0.00	0.00%	205,843.75	911,970.46	-706,126.71	-343.04%
Expense Total:	0.00	0.00	0.00	0.00%	213,808.63	920,738.46	-706,929.83	-330.64%
Fund 410 Surplus (Deficit):	0.00	0.00	0.00	0.00%	-146,237.11	-337,455.66	-191,218.55	-130.76%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 430 - PARK & RECREATION								
Revenue								
	181,139.47	102,937.24	-78,202.23	-43.17%	1,892,188.24	1,614,765.89	-277,422.35	-14.66%
Revenue Total:	181,139.47	102,937.24	-78,202.23	-43.17%	1,892,188.24	1,614,765.89	-277,422.35	-14.66%
Expense								
611 - GENERAL	39,544.02	22,543.08	17,000.94	42.99%	546,811.41	290,369.06	256,442.35	46.90%
631 - MAINTENANCE	40,948.52	19,400.17	21,548.35	52.62%	270,003.62	229,860.75	40,142.87	14.87%
632 - RECREATION PROGRAMS	168,769.88	14,423.59	154,346.29	91.45%	488,238.48	295,107.06	193,131.42	39.56%
633 - COMMUNITY CENTER	26,402.78	15,799.37	10,603.41	40.16%	256,804.88	209,350.23	47,454.65	18.48%
810 - NON-DEPARTMENTAL	0.00	0.00	0.00	0.00%	78,974.50	75,815.25	3,159.25	4.00%
Expense Total:	275,665.20	72,166.21	203,498.99	73.82%	1,640,832.89	1,100,502.35	540,330.54	32.93%
Fund 430 Surplus (Deficit):	-94,525.73	30,771.03	125,296.76	132.55%	251,355.35	514,263.54	262,908.19	104.60%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 440 - TAX INCREMENTAL FINANCING								
Revenue								
	0.00	0.00	0.00	0.00%	147,187.14	146,173.32	-1,013.82	-0.69%
Revenue Total:	0.00	0.00	0.00	0.00%	147,187.14	146,173.32	-1,013.82	-0.69%
Expense								
693 - KEYSTONE TIF	0.00	0.00	0.00	0.00%	142,855.66	141,834.63	1,021.03	0.71%
Expense Total:	0.00	0.00	0.00	0.00%	142,855.66	141,834.63	1,021.03	0.71%
Fund 440 Surplus (Deficit):	0.00	0.00	0.00	0.00%	4,331.48	4,338.69	7.21	0.17%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 610 - WATER POLLUTION CONTROL								
Revenue								
	501,042.61	371,879.45	-129,163.16	-25.78%	3,282,377.65	3,285,558.98	3,181.33	0.10%
Revenue Total:	501,042.61	371,879.45	-129,163.16	-25.78%	3,282,377.65	3,285,558.98	3,181.33	0.10%
Expense								
611 - GENERAL	33,533.25	38,915.88	-5,382.63	-16.05%	778,275.30	860,683.12	-82,407.82	-10.59%
612 - FINANCE	4,536.13	253.29	4,282.84	94.42%	38,388.15	48,906.88	-10,518.73	-27.40%
671 - PLANTS	105,015.56	85,172.72	19,842.84	18.90%	756,893.08	623,323.48	133,569.60	17.65%
672 - COLLECTIONS	34,470.79	23,993.96	10,476.83	30.39%	206,642.47	215,544.10	-8,901.63	-4.31%
680 - CAPITAL IMPROVEMENT	66,839.04	62.50	66,776.54	99.91%	190,677.66	608,317.57	-417,639.91	-219.03%
Expense Total:	244,394.77	148,398.35	95,996.42	39.28%	1,970,876.66	2,356,775.15	-385,898.49	-19.58%
Fund 610 Surplus (Deficit):	256,647.84	223,481.10	-33,166.74	-12.92%	1,311,500.99	928,783.83	-382,717.16	-29.18%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 710 - STEVENSON								
Revenue								
	245.93	0.00	-245.93	-100.00%	2,400.79	1,238.94	-1,161.85	-48.39%
Revenue Total:	245.93	0.00	-245.93	-100.00%	2,400.79	1,238.94	-1,161.85	-48.39%
Expense								
611 - GENERAL	0.00	0.00	0.00	0.00%	41,600.00	1,600.00	40,000.00	96.15%
Expense Total:	0.00	0.00	0.00	0.00%	41,600.00	1,600.00	40,000.00	96.15%
Fund 710 Surplus (Deficit):	245.93	0.00	-245.93	-100.00%	-39,199.21	-361.06	38,838.15	99.08%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 720 - BROWN Revenue								
	66.42	0.00	-66.42	-100.00%	495.12	331.64	-163.48	-33.02%
Revenue Total:	66.42	0.00	-66.42	-100.00%	495.12	331.64	-163.48	-33.02%
Fund 720 Total:	66.42	0.00	-66.42	-100.00%	495.12	331.64	-163.48	-33.02%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 730 - ANDERSON								
Revenue								
	48.39	0.00	-48.39	-100.00%	360.68	240.78	-119.90	-33.24%
Revenue Total:	48.39	0.00	-48.39	-100.00%	360.68	240.78	-119.90	-33.24%
Expense								
611 - GENERAL	0.00	0.00	0.00	0.00%	1,000.00	0.00	1,000.00	100.00%
Expense Total:	0.00	0.00	0.00	0.00%	1,000.00	0.00	1,000.00	100.00%
Fund 730 Surplus (Deficit):	48.39	0.00	-48.39	-100.00%	-639.32	240.78	880.10	137.66%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 740 - CRISSEY Revenue	55.38	0.00	-55.38	-100.00%	412.76	276.37	-136.39	-33.04%
Revenue Total:	55.38	0.00	-55.38	-100.00%	412.76	276.37	-136.39	-33.04%
Fund 740 Total:	55.38	0.00	-55.38	-100.00%	412.76	276.37	-136.39	-33.04%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 750 - TRICENTENNIAL Revenue								
	37.34	0.00	-37.34	-100.00%	278.33	186.33	-92.00	-33.05%
Revenue Total:	37.34	0.00	-37.34	-100.00%	278.33	186.33	-92.00	-33.05%
Fund 750 Total:	37.34	0.00	-37.34	-100.00%	278.33	186.33	-92.00	-33.05%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 810 - CHILDREN'S MEMORIAL								
Revenue								
	10,581.96	640.00	-9,941.96	-93.95%	15,448.99	1,178.62	-14,270.37	-92.37%
Revenue Total:	10,581.96	640.00	-9,941.96	-93.95%	15,448.99	1,178.62	-14,270.37	-92.37%
Expense								
611 - GENERAL	652.40	257.60	394.80	60.52%	2,184.94	7,598.02	-5,413.08	-247.75%
Expense Total:	652.40	257.60	394.80	60.52%	2,184.94	7,598.02	-5,413.08	-247.75%
Fund 810 Surplus (Deficit):	9,929.56	382.40	-9,547.16	-96.15%	13,264.05	-6,419.40	-19,683.45	-148.40%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 820 - ARTS COMMISSION								
Revenue								
	864.35	0.00	-864.35	-100.00%	1,868.30	223.67	-1,644.63	-88.03%
Revenue Total:	864.35	0.00	-864.35	-100.00%	1,868.30	223.67	-1,644.63	-88.03%
Expense								
611 - GENERAL	1,336.21	124.11	1,212.10	90.71%	6,184.64	472.45	5,712.19	92.36%
Expense Total:	1,336.21	124.11	1,212.10	90.71%	6,184.64	472.45	5,712.19	92.36%
Fund 820 Surplus (Deficit):	-471.86	-124.11	347.75	73.70%	-4,316.34	-248.78	4,067.56	94.24%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 825 - PUBLIC ARTS FUND								
Revenue								
	1.82	0.00	-1.82	-100.00%	13.54	9.07	-4.47	-33.01%
Revenue Total:	1.82	0.00	-1.82	-100.00%	13.54	9.07	-4.47	-33.01%
Expense								
611 - GENERAL	0.15	0.17	-0.02	-13.33%	1.16	1.25	-0.09	-7.76%
Expense Total:	0.15	0.17	-0.02	-13.33%	1.16	1.25	-0.09	-7.76%
Fund 825 Surplus (Deficit):	1.67	-0.17	-1.84	-110.18%	12.38	7.82	-4.56	-36.83%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 830 - WCVB TOURISM BUREAU								
Revenue								
	12,629.22	26,034.74	13,405.52	106.15%	101,962.31	220,150.17	118,187.86	115.91%
Revenue Total:	12,629.22	26,034.74	13,405.52	106.15%	101,962.31	220,150.17	118,187.86	115.91%
Expense								
611 - GENERAL	27,971.26	7,755.03	20,216.23	72.28%	95,604.66	114,404.67	-18,800.01	-19.66%
Expense Total:	27,971.26	7,755.03	20,216.23	72.28%	95,604.66	114,404.67	-18,800.01	-19.66%
Fund 830 Surplus (Deficit):	-15,342.04	18,279.71	33,621.75	219.15%	6,357.65	105,745.50	99,387.85	1,563.28%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2020

Department...	2018-2019 May Activity	2019-2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2018-2019 YTD Activity	2019-2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Fund: 900 - SELF INSURED								
Revenue								
	87,775.67	98,438.91	10,663.24	12.15%	717,507.26	790,909.41	73,402.15	10.23%
Revenue Total:	87,775.67	98,438.91	10,663.24	12.15%	717,507.26	790,909.41	73,402.15	10.23%
Expense								
611 - GENERAL	2,539.90	2,995.95	-456.05	-17.96%	22,501.94	32,109.35	-9,607.41	-42.70%
699 - SELF INSURANCE PREMIUM	72,107.60	0.00	72,107.60	100.00%	652,129.68	634,937.98	17,191.70	2.64%
Expense Total:	74,647.50	2,995.95	71,651.55	95.99%	674,631.62	667,047.33	7,584.29	1.12%
Fund 900 Surplus (Deficit):	13,128.17	95,442.96	82,314.79	627.01%	42,875.64	123,862.08	80,986.44	188.89%
Total Surplus (Deficit):	310,860.24	549,554.81	238,694.57	76.79%	1,447,830.88	1,115,516.28	-332,314.60	-22.95%

Fund Summary

Fund	2018-2019	2019-2020	May Variance		2018-2019	2019-2020	YTD Variance	
	May Activity	May Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
110 - GENERAL	-6,978.57	9,183.62	16,162.19	231.60%	-299,533.64	-439,632.00	-140,098.36	-46.77%
210 - CAPITAL IMPROVEMENT ...	47,676.00	47,623.73	-52.27	-0.11%	594,197.47	439,085.95	-155,111.52	-26.10%
215 - CAPITAL IMPROVEMENT ...	120,088.90	120,622.20	533.30	0.44%	453,041.06	158,162.78	-294,878.28	-65.09%
225 - GENERAL OBLIGATION B...	-19,811.08	3,893.62	23,704.70	119.65%	-767,664.33	-302,591.58	465,072.75	60.58%
250 - VEHICLE AND EQUIPME...	63.92	-1.28	-65.20	-102.00%	27,298.55	-73,060.55	-100,359.10	-367.64%
310 - DEBT SERVICE	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
410 - NEIGHBORHOOD IMPRO...	0.00	0.00	0.00	0.00%	-146,237.11	-337,455.66	-191,218.55	-130.76%
430 - PARK & RECREATION	-94,525.73	30,771.03	125,296.76	132.55%	251,355.35	514,263.54	262,908.19	104.60%
440 - TAX INCREMENTAL FINA...	0.00	0.00	0.00	0.00%	4,331.48	4,338.69	7.21	0.17%
610 - WATER POLLUTION CON...	256,647.84	223,481.10	-33,166.74	-12.92%	1,311,500.99	928,783.83	-382,717.16	-29.18%
710 - STEVENSON	245.93	0.00	-245.93	-100.00%	-39,199.21	-361.06	38,838.15	99.08%
720 - BROWN	66.42	0.00	-66.42	-100.00%	495.12	331.64	-163.48	-33.02%
730 - ANDERSON	48.39	0.00	-48.39	-100.00%	-639.32	240.78	880.10	137.66%
740 - CRISSEY	55.38	0.00	-55.38	-100.00%	412.76	276.37	-136.39	-33.04%
750 - TRICENTENNIAL	37.34	0.00	-37.34	-100.00%	278.33	186.33	-92.00	-33.05%
810 - CHILDREN'S MEMORIAL	9,929.56	382.40	-9,547.16	-96.15%	13,264.05	-6,419.40	-19,683.45	-148.40%
820 - ARTS COMMISSION	-471.86	-124.11	347.75	73.70%	-4,316.34	-248.78	4,067.56	94.24%
825 - PUBLIC ARTS FUND	1.67	-0.17	-1.84	-110.18%	12.38	7.82	-4.56	-36.83%
830 - WCVB TOURISM BUREAU	-15,342.04	18,279.71	33,621.75	219.15%	6,357.65	105,745.50	99,387.85	1,563.28%
900 - SELF INSURED	13,128.17	95,442.96	82,314.79	627.01%	42,875.64	123,862.08	80,986.44	188.89%
Total Surplus (Deficit):	310,860.24	549,554.81	238,694.57	76.79%	1,447,830.88	1,115,516.28	-332,314.60	-22.95%