

CITY OF STRAFFORD

126 S. Washington

BOARD OF ALDERMEN MEETING

JUNE 18, 2018

REGULAR MEETING

7:00 p.m.

**NOTICE OF OPEN MEETING
CITY OF STRAFFORD BOARD OF ALDERMEN**

JUNE 18, 2018, 7:00 p.m. Regular Session

Posted at City Hall June 15, 2018, 9:30 a.m.

A Regular Meeting of the Strafford Board of Aldermen will be held at the date and time above, at Strafford City Hall located at 126 S. Washington, Strafford, Missouri 65757.

- **CALL TO ORDER – ROLL CALL**
- **PLEDGE OF ALLEGIANCE**
- **APPROVAL OF CONSENT AGENDA TO INCLUDE: Agenda, Minutes (June 4, 2018), Utility Bill Adjustments and Bills for Payment**
- **AUDIENCE TO VISITORS & GUESTS**
 - The Board will hear topics that are not on the agenda, however no discussion or action may be taken by the Board without posting the topic on a future agenda
- **APPOINTMENTS AND ANNOUNCEMENTS**
 - Department Head Reports
 - City Administrator's Report
- **UNFINISHED BUSINESS:**
 - **SECOND AND FINAL READING OF BILL NO. 18-13, ORDINANCE NO. 825 – TO AMEND SECTION 400.745 VEHICLE ACCOMMODATION AREA SURFACES**
- **NEW BUSINESS**
 - **FIRST READING OF BILL NO. 18-14, ORDINANCE NO. 826 – FINANCIAL DISCLOSURE/CONFLICT OF INTEREST**
 - **RECOMMENDATION TO APPOINT STEPHANIE FLOWERS TO THE PLANNING AND ZONING COMMISSION**
 - **RECOMMENDATION TO RE-APPOINT JOE MESSINA TO THE BOARD OF ADJUSTMENTS**
 - **APPROVE LIQUOR LICENSE RENEWALS FOR KUM & GO, HARTER HOUSE, DOLLAR GENERAL, BREAK TIME, LOVE'S AND THE WILDSEED**
 - **ADJOURNMENT**
 - **CLOSED SESSION PURSUANT TO SECTION 610.021.11 RSMo RELATED TO SPECIFICATIONS FOR COMPETITIVE BIDDING**

NOTICE OF OPEN MEETING
CITY OF STRAFFORD BOARD OF ALDERMEN
JUNE 19, 2018, 6:00 p.m. Regular Session
Posted at City Hall June 15, 2018, 9:30 a.m.

A Special Session Meeting of the Strafford Board of Aldermen will be held at the date and time above, at Strafford City Hall located at 126 S. Washington, Strafford, Missouri 65757.

A Session will be called for newly elected Board members educational meeting. There is a possibility a quorum will be present. No City business is to be conducted.

NOTICE OF OPEN MEETING
CITY OF STRAFFORD BOARD OF ALDERMEN
JUNE 20, 2018, 6:00 p.m. Regular Session
Posted at City Hall June 15, 2018, 9:30 a.m.

A Special Session Meeting of the Strafford Board of Aldermen will be held at the date and time above, at Strafford City Hall located at 126 S. Washington, Strafford, Missouri 65757.

A Session will be called for newly elected Board members to go on a facility tour. There is a possibility a quorum will be present. No City business is to be conducted.

**CITY OF STRAFFORD
BOARD OF ALDERMEN MINUTES
JUNE 4, 2018**

CALL TO ORDER – Mayor Ashley French called the meeting to order at 7:00 p.m.

ROLL CALL - Present: Aldermen Andy Anderson, Randy Anderson, Chris Woehl, April Stephens, Jeff Larimer and Dustin Reed. Absent: None. Staff present was City Administrator Steve Bodenhamer and Deputy City Clerk Marcy Yarbrough. The Pledge of Allegiance was recited.

APPROVAL OF CONSENT AGENDA: Alderman Woehl moved to approve the Consent Agenda: (Agenda, Minutes of May 21, 2018, and Bills for Payment). Alderman Reed seconded the motion. The motion carried in a vote of 6-0. Voting aye: A. Anderson, R. Anderson, Woehl, Stephens, Larimer and Reed. Nay: None.

AUDIENCE TO VISITORS & GUESTS: None.

APPOINTMENTS & ANNOUNCEMENT: Chief Shook stated the department participated in the Special Olympics. Scott Keener of Great River had no report.

CITY ADMINISTRATOR REPORT - Steve Bodenhamer presented his written report.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

FIRST READING OF BILL NO. 18-13, ORDINANCE NO. 825 – TO AMEND SECTION 400.745 TO STRAFFORD MUNICIPAL CODE – VEHICLE ACCOMODATION AREA SURFACES – After proper posting of the bill, Alderman Larimer moved to have the first reading of Bill Number 18-13, Ordinance Number 825 by title only. Alderman Woehl seconded the motion. The motion carried with a vote of 6-0. Voting aye: A. Anderson, R. Anderson, Woehl, Stephens, Larimer and Reed. Nay: None.

The Clerk read the Bill. **AN ORDINANCE TO REPEAL CHAPTER 400: ZONING ORDINANCE, ARTICLE XVII: PARKING, SECTION 400.745 VEHICLE ACCOMMODATION AREA SURFACES, AND REPLACING IT WITH NEW SECTION 400.745 VEHICLE ACCOMMODATION AREA SURFACES**

Alderman Larimer moved to approve the first reading of Bill Number 18-13, Ordinance Number 825. Alderman Reed seconded the motion. Alderman Stephens moved to amend the Bill to add “and single family residences” to Section B after the word ‘M-2’ General Manufacturing. Alderman Larimer seconded the amendment. The amended motion carried in a vote of 6-0. The original motion carried in a vote of 6-0. Voting aye: A. Anderson, R. Anderson, Woehl, Stephens, Larimer and Reed. Nay: None.

DISCUSSION OF DETAILS FOR FOURTH OF JULY PARADE – Brief discussion was held.

ADJOURNMENT: Alderman R. Anderson moved to adjourn at 7:49 p.m. Alderman Reed seconded the motion. The motion carried in a vote of 6-0. Voting aye: A. Anderson, R. Anderson, Woehl, Stephens, Larimer and Reed. Nay: None.

Ashley French, Mayor

ATTEST:

Terri Taylor, City Clerk

DRAFT

BANK NO CHECK NO	BANK NAME DATE	VENDOR NO	VENDOR NAME	CHECK AMOUNT	CLEARED	VOIDED	MANUAL
1 Central Bank of the Ozarks							
52571	6/08/2018	3000	COLONIAL SUPPLEMENTAL INSURANC	65.14			
52572	6/08/2018	6015	FAMILY SUPPORT PAYMENT CENTER	441.00			
52573	6/08/2018	26339	ANTHEM	4,507.41			
52574	6/08/2018	26342	METLIFE GROUP BENEFITS	123.63			
52575	6/18/2018	26339	ANTHEM	900.05			
52576	6/18/2018	26150	AUSTIN'S PUMPING SERVICE LLC	546.00			
52577	6/18/2018	26468	BREAK TIME	4.50			
52578	6/18/2018	3071	CITY OF SPFLD / PATSY GARDNER	24,743.87			
52579	6/18/2018	3079	CITY OF STRAFFORD TIF	4,932.46			
52580	6/18/2018	26462	CONSUMERS HARDWARE	212.22			
52581	6/18/2018	26316	CORPORATE BUS SYSTEMS	185.67			
52582	6/18/2018	3110	CORPORATE BUSINESS SYSTEMS INC	537.38			
52583	6/18/2018	3141	CULLIGAN BOTTLED WATER	50.67			
52584	6/18/2018	4057	MSC - 410526 DOLLAR GENERAL	17.80			
52585	6/18/2018	5025	EMPIRE DISTRICT ELECTRIC CO.	9,228.19			
52586	6/18/2018	26282	GENERAL CODE	1,195.00			
52587	6/18/2018	26351	GRIME SCRUBBERS, INC	245.00			
52588	6/18/2018	9025	INFORMATION TECHNOLOGIES, INC.	2,850.00			
52589	6/18/2018	26008	KPM TECHNOLOGY, LLC	1,710.84			
52590	6/18/2018	12070	LILE QUARRY	2,748.08			
52591	6/18/2018	26311	MEEKS	1,924.36			
52592	6/18/2018	26342	METLIFE GROUP BENEFITS	1,101.55			
52593	6/18/2018	26156	MIDWEST POOL & SPA	315.98			
52594	6/18/2018	13270	MISSOURI ONE CALL	130.00			
52595	6/18/2018	26470	MPB&T INC	16,626.00			
52596	6/18/2018	26431	NROUTE	700.00			
52597	6/18/2018	15004	ORKIN PEST CONTROL	77.00			
52598	6/18/2018	15073	PETERBILT OF SPRINGFIELD, INC.	149.02			
52599	6/18/2018	26409	POMP'S TIRE SERVICE, INC	81.00			
52600	6/18/2018	16060	POTTER EQUIPMENT	274.24			
52601	6/18/2018	26309	REPUBLIC SERVICES	7,634.25			
52602	6/18/2018	26428	ROBERTS, PERRYMAN, P.C.	1,028.85			
52603	6/18/2018	18085	ROST READY MIX	2,561.60			
52604	6/18/2018	19191	SPGFLD GREENE CO HEALTH DEPT	26.00			
52605	6/18/2018	19220	SPRINGFIELD STAMP	44.65			
52606	6/18/2018	19131	SUMMIT SAFTEY GROUP	250.00			
52607	6/18/2018	26360	TRAFFIX SIGNS & STRIPING	30.00			
52608	6/18/2018	26371	UNIFIRST	74.80			
52609	6/18/2018	26357	US BANK EQUIP FINANCE	134.47			
52610	6/18/2018	22015	WEBSTER ELECTRIC CO-OP	60.00			
52611	6/18/2018	26299	WEX BANK	987.47			
52612	6/18/2018	26372	WORSHAM LAW FIRM	700.00			
52613	6/18/2018	23010	YARBROUGH EQUIPMENT	39.90			
108			Payroll Checks				
Thru	134						
1362438	6/08/2018	5015	EFTPS PAYMENTS	6,361.07			**E-PAY**
1362439	6/08/2018	20000	TASC ACH	363.44			**E-PAY**
1362440	6/15/2018	26441	BANKCARD SERVICES	2,928.56			**E-PAY**
1362441	6/15/2018	26441	BANKCARD SERVICES	100.41			**E-PAY**

ACCOUNTS PAYABLE CHECK REGISTER

BANK NO CHECK NO	BANK NAME DATE	VENDOR NO	VENDOR NAME	CHECK AMOUNT	CLEARED	VOIDED	MANUAL
1362442	6/15/2018	26441	BANKCARD SERVICES	1,126.25			**E-PAY**
1362443			Other Module Check				
BANK TOTAL				101,075.78			
OUTSTANDING				101,075.78			
CLEARED				.00			
VOIDED				.00			
<hr style="border-top: 1px dashed black;"/>							
FUND			TOTAL	OUTSTANDING	CLEARED	VOIDED	
1	GENERAL		41,826.31	41,826.31	.00	.00	
2	WATER/SEWER		46,688.38	46,688.38	.00	.00	
6	PARKS & REC		12,561.09	12,561.09	.00	.00	
REPORT TOTAL				101,075.78			
OUTSTANDING				101,075.78			
CLEARED				.00			
VOIDED				.00			

ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
ACCOUNTS PAYABLE CLAIMS				

	GENERAL			
	GENERAL NON-DEPT			
ANTHEM	ANTHEM	2,278.16	52573	6/08/18
CITY OF STRAFFORD TIF	MAY MONTHLY TIF HH	4,932.46	52579	6/18/18
COLONIAL SUPPLEMENTAL INSURANC	COLONIAL PRETAX	15.43	52571	6/08/18
EFTPS PAYMENTS	FED/FICA TAX	3,511.46	1362438	6/08/18
FAMILY SUPPORT PAYMENT CENTER	CHILD SUPPORT	441.00	52572	6/08/18
METLIFE GROUP BENEFITS	METLIFE	80.27	52574	6/08/18
TASC ACH	TASC FLEX PLAN	109.17	1362439	6/08/18
		=====		
	GENERAL NON-DEPT	11,367.95		
	ADMINISTRATION			
BANKCARD SERVICES	MICROSOFT ONLINE	1,126.25	1362442	6/15/18
CORPORATE BUS SYSTEMS	03-09-18 TO 06-09-18 OVERAGES	37.13	52581	6/18/18
CORPORATE BUSINESS SYSTEMS INC	MAY MONTHLY COPIER LEASE	107.48	52582	6/18/18
EMPIRE DISTRICT ELECTRIC CO.	4/16 TO 5/17 MONTH ELEC	47.26	52585	6/18/18
GENERAL CODE	ANNUAL MAINTENANCE	170.71	52586	6/18/18
GRIME SCRUBBERS, INC	JUNE MONTHLY JANITORIAL SERVIC	49.00	52587	6/18/18
KPM TECHNOLOGY, LLC	JUNE REMOTE GUARDIAN	176.00	52589	6/18/18
METLIFE GROUP BENEFITS	JUNE 2018 COVERAGE	74.86	52592	6/18/18
MPB&T INC	50% COST OF NEW ROOF ON CH	14,918.50	52595	6/18/18
ORKIN PEST CONTROL	AND AND SIPIER TREATMENT	77.00	52597	6/18/18
ROBERTS, PERRYMAN, P.C.	MAY LEGAL SERVICES	662.50	52602	6/18/18
SPRINGFIELD STAMP	NAME TAGS STEVE, TERRI, ASHLEY	44.65	52605	6/18/18
TRAFFIX SIGNS & STRIPING	MAGNETIC CAR DOOR SIGNS	30.00	52607	6/18/18
		=====		
	ADMINISTRATION	17,521.34		
	STREET			
BANKCARD SERVICES	FUEL	751.02	1362440	6/15/18
CORPORATE BUS SYSTEMS	03-09-18 TO 06-09-18 OVERAGES	9.29	52581	6/18/18
CORPORATE BUSINESS SYSTEMS INC	MAY MONTHLY COPIER LEASE	26.86	52582	6/18/18
CULLIGAN BOTTLED WATER	7 BOTTLES OF DRINKING WATER	5.07	52583	6/18/18
EMPIRE DISTRICT ELECTRIC CO.	4/16 TO 5/17 MONTH ELEC	2,599.48	52585	6/18/18
GENERAL CODE	ANNUAL MAINTENANCE	51.24	52586	6/18/18
GRIME SCRUBBERS, INC	JUNE MONTHLY JANITORIAL SERVIC	14.70	52587	6/18/18
KPM TECHNOLOGY, LLC	JUNE REMOTE GUARDIAN	44.00	52589	6/18/18
METLIFE GROUP BENEFITS	JUNE 2018 COVERAGE	87.19	52592	6/18/18
POMP'S TIRE SERVICE, INC	TIRE DISPOSAL CLEAN UP DAY	81.00	52599	6/18/18
UNIFIRST	5/30/2018 WEEKLY UNIFORM EXP	7.48	52608	6/18/18
YARBROUGH EQUIPMENT	HUSQ FUEL	9.96	52613	6/18/18
		=====		
	STREET	3,687.29		
	POLICE			

ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
ANTHEM	07-01-2018 TO 08-01-2018	900.05	52575	6/18/18
BANKCARD SERVICES	CLOROX WIPES,DVD SLEEVES,TRASH	100.41	1362441	6/15/18
MSC - 410526 DOLLAR GENERAL	INV 1000748380	17.80	52584	6/18/18
EMPIRE DISTRICT ELECTRIC CO.	4/16 TO 5/17 MONTH ELEC	253.43	52585	6/18/18
GENERAL CODE	ANNUAL MAINTENANCE	170.71	52586	6/18/18
INFORMATION TECHNOLOGIES, INC.	ITI SOFTWARE RENEWAL 2018	2,850.00	52588	6/18/18
KPM TECHNOLOGY, LLC	JUNE REMOTE GUARDIAN	874.84	52589	6/18/18
METLIFE GROUP BENEFITS	JUNE 2018 COVERAGE	421.69	52592	6/18/18
NROUTE	CAGE FOR 2015 FORD EXPL	700.00	52596	6/18/18
US BANK EQUIP FINANCE	06/01/2018 TO 07/01/2018 LEASE	134.47	52609	6/18/18
WEX BANK	MAY POLICE FUEL	987.47	52611	6/18/18
		=====		
	POLICE	7,410.87		
	COURT			
BREAK TIME	RESTITUTION 2017-00104	4.50	52577	6/18/18
CORPORATE BUS SYSTEMS	03-09-18 TO 06-09-18 OVERAGES	18.57	52581	6/18/18
CORPORATE BUSINESS SYSTEMS INC	MAY MONTHLY COPIER LEASE	107.48	52582	6/18/18
EMPIRE DISTRICT ELECTRIC CO.	4/16 TO 5/17 MONTH ELEC	47.26	52585	6/18/18
GENERAL CODE	ANNUAL MAINTENANCE	170.71	52586	6/18/18
GRIME SCRUBBERS, INC	JUNE MONTHLY JANITORIAL SERVIC	49.00	52587	6/18/18
KPM TECHNOLOGY, LLC	JUNE REMOTE GUARDIAN	88.00	52589	6/18/18
METLIFE GROUP BENEFITS	JUNE 2018 COVERAGE	36.99	52592	6/18/18
ROBERTS, PERRYMAN, P.C.	MAY LEGAL SERVICES	328.85	52602	6/18/18
WORSHAM LAW FIRM	APRIL COURT	700.00	52612	6/18/18
		=====		
	COURT	1,551.36		
	BUILDING			
ROBERTS, PERRYMAN, P.C.	MAY LEGAL SERVICES	37.50	52602	6/18/18
		=====		
	BUILDING	37.50		
SUMMIT SAFTEY GROUP	JUNE MONTHLY SAFETY TRAINING	250.00	52606	6/18/18
		=====		
		250.00		
		=====		
	GENERAL	41,826.31		
	WATER/SEWER			
	GENERAL NON-DEPT			
ANTHEM	ANTHEM	1,652.49	52573	6/08/18
COLONIAL SUPPLEMENTAL INSURANC	COLONIAL PRETAX	48.14	52571	6/08/18
EFTPS PAYMENTS	FED/FICA TAX	2,079.93	1362438	6/08/18
METLIFE GROUP BENEFITS	METLIFE	43.36	52574	6/08/18
TASC ACH	TASC FLEX PLAN	192.87	1362439	6/08/18

ACCOUNTS PAYABLE ACTIVITY
 CLAIMS REPORT

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	GENERAL NON-DEPT	4,016.79		
	WATER			
BANKCARD SERVICES	FUEL	713.85	1362440	6/15/18
CORPORATE BUS SYSTEMS	03-09-18 TO 06-09-18 OVERAGES	60.34	52581	6/18/18
CORPORATE BUSINESS SYSTEMS INC	MAY MONTHLY COPIER LEASE	147.78	52582	6/18/18
CULLIGAN BOTTLED WATER	7 BOTTLES OF DRINKING WATER	22.80	52583	6/18/18
EMPIRE DISTRICT ELECTRIC CO.	4/16 TO 5/17 MONTH ELEC	4,196.67	52585	6/18/18
GENERAL CODE	ANNUAL MAINTENANCE	230.46	52586	6/18/18
GRIME SCRUBBERS, INC	JUNE MONTHLY JANITORIAL SERVIC	66.15	52587	6/18/18
KPM TECHNOLOGY, LLC	JUNE REMOTE GUARDIAN	220.00	52589	6/18/18
METLIFE GROUP BENEFITS	JUNE 2018 COVERAGE	218.19	52592	6/18/18
MISSOURI ONE CALL	MAY LOCATES	65.00	52594	6/18/18
POTTER EQUIPMENT	GAUGE, HYDRAULIC O	137.12	52600	6/18/18
SPGFLD GREENE CO HEALTH DEPT	06/12/2018 LAB TESTING	26.00	52604	6/18/18
UNIFIRST	5/30/2018 WEEKLY UNIFORM EXP	33.66	52608	6/18/18
YARBROUGH EQUIPMENT	HUSQ FUEL	9.98	52613	6/18/18
	WATER	6,148.00		
	SEWER			
BANKCARD SERVICES	FUEL	839.64	1362440	6/15/18
CITY OF SPFLD / PATSY GARDNER	MAY SEWER USAGE TO SPRINGFIELD	24,743.87	52578	6/18/18
CORPORATE BUS SYSTEMS	03-09-18 TO 06-09-18 OVERAGES	60.34	52581	6/18/18
CORPORATE BUSINESS SYSTEMS INC	MAY MONTHLY COPIER LEASE	147.78	52582	6/18/18
CULLIGAN BOTTLED WATER	7 BOTTLES OF DRINKING WATER	22.80	52583	6/18/18
EMPIRE DISTRICT ELECTRIC CO.	4/16 TO 5/17 MONTH ELEC	1,821.79	52585	6/18/18
GENERAL CODE	ANNUAL MAINTENANCE	230.46	52586	6/18/18
GRIME SCRUBBERS, INC	JUNE MONTHLY JANITORIAL SERVIC	66.15	52587	6/18/18
KPM TECHNOLOGY, LLC	JUNE REMOTE GUARDIAN	220.00	52589	6/18/18
METLIFE GROUP BENEFITS	JUNE 2018 COVERAGE	219.58	52592	6/18/18
MISSOURI ONE CALL	MAY LOCATES	65.00	52594	6/18/18
PETERBILT OF SPRINGFIELD, INC.	KIT-OIL, SPRING-AIR	149.02	52598	6/18/18
POTTER EQUIPMENT	GAUGE, HYDRAULIC O	137.12	52600	6/18/18
UNIFIRST	5/30/2018 WEEKLY UNIFORM EXP	33.66	52608	6/18/18
WEBSTER ELECTRIC CO-OP	05/05 TO 06/06 LIFT STATION	60.00	52610	6/18/18
YARBROUGH EQUIPMENT	HUSQ FUEL	9.98	52613	6/18/18
	SEWER	28,827.19		
	TRASH			
KPM TECHNOLOGY, LLC	JUNE REMOTE GUARDIAN	44.00	52589	6/18/18
METLIFE GROUP BENEFITS	JUNE 2018 COVERAGE	18.15	52592	6/18/18
REPUBLIC SERVICES	RESIDENTIAL CART	7,634.25	52601	6/18/18
	TRASH	7,696.40		

ACCOUNTS PAYABLE ACTIVITY
CLAIMS REPORT

VENDOR NAME	REFERENCE	VENDOR TOTAL	CHECK#	CHECK DATE
	WATER/SEWER	46,688.38		
	PARKS & REC			
	GENERAL NON-DEPT			
ANTHEM	ANTHEM	576.76	52573	6/08/18
COLONIAL SUPPLEMENTAL INSURANC	COLONIAL PRETAX	1.57	52571	6/08/18
EFTPS PAYMENTS	FED/FICA TAX	769.68	1362438	6/08/18
TASC ACH	TASC FLEX PLAN	61.40	1362439	6/08/18
	GENERAL NON-DEPT	1,409.41		
	PARK			
AUSTIN'S PUMPING SERVICE LLC	JUNE HANDICAP RENTAL & PUMPING	546.00	52576	6/18/18
BANKCARD SERVICES	JOHNNY MACS	624.05	1362440	6/15/18
CONSUMERS HARDWARE	INV 126304	212.22	52580	6/18/18
EMPIRE DISTRICT ELECTRIC CO.	4/16 TO 5/17 MONTH ELEC	262.30	52585	6/18/18
GENERAL CODE	ANNUAL MAINTENANCE	170.71	52586	6/18/18
KPM TECHNOLOGY, LLC	JUNE REMOTE GUARDIAN	44.00	52589	6/18/18
LILE QUARRY	INV 236506	2,748.08	52590	6/18/18
MEEKS	GLOVES, LUMBER, NUTDRIVER	1,924.36	52591	6/18/18
METLIFE GROUP BENEFITS	JUNE 2018 COVERAGE	24.90	52592	6/18/18
MIDWEST POOL & SPA	AOS MOTOR	315.98	52593	6/18/18
MPB&T INC	BUMGARNER STORE ROOF MATERIALS	1,707.50	52595	6/18/18
ROST READY MIX	CR - 4000AE	2,561.60	52603	6/18/18
YARBROUGH EQUIPMENT	HUSQ FUEL	9.98	52613	6/18/18
	PARK	11,151.68		
	PARKS & REC	12,561.09		
**** PAID	TOTAL ****	101,075.78		
****	REPORT TOTAL ****	101,075.78		

UTILITY BILLING ADJUSTMENTS REPORT

ACCOUNT #	SERV ADJ	ADJ DATE SERVICE	PERIOD	NAME TAX	PENALTY	COMMENT MISC SERV	MISC TAX	MISC PEN	TOTAL
5081006	SE MISC	5/10/18	1	BRENDA WILSON		Payment written for \$90.94/Bill was \$90.49/Adj (.45) Credit			
	PREVIOUS	.00		.00	.00	.00	.00	.00	.00
	ADJUSTMENT	.45-		.00	.00	.00	.00	.00	.45-
	CURRENT	.45-		.00	.00	.00	.00	.00	.45-
6041000	PF PNT	5/15/18	1	SUSAN WARD					
	PREVIOUS	.00		.00	.03	.00	.00	.00	.03
	ADJUSTMENT	.00		.00	.03-	.00	.00	.00	.03-
	CURRENT	.00		.00	.00	.00	.00	.00	.00
6041000	SE PNT	5/15/18	1	SUSAN WARD					
	PREVIOUS	.00		.00	5.30	.00	.00	.00	5.30
	ADJUSTMENT	.00		.00	5.30-	.00	.00	.00	5.30-
	CURRENT	.00		.00	.00	.00	.00	.00	.00
6041000	SF PNT	5/15/18	1	SUSAN WARD					
	PREVIOUS	.00		.00	.01	.00	.00	.00	.01
	ADJUSTMENT	.00		.00	.01-	.00	.00	.00	.01-
	CURRENT	.00		.00	.00	.00	.00	.00	.00
6041000	TR PNT	5/15/18	1	SUSAN WARD					
	PREVIOUS	.00		.00	1.25	.00	.00	.00	1.25
	ADJUSTMENT	.00		.00	1.25-	.00	.00	.00	1.25-
	CURRENT	.00		.00	.00	.00	.00	.00	.00
6041000	WA PNT	5/15/18	1	SUSAN WARD					
	PREVIOUS	.00		.00	1.21	.00	.00	.00	1.21
	ADJUSTMENT	.00		.00	1.21-	.00	.00	.00	1.21-
	CURRENT	.00		.00	.00	.00	.00	.00	.00
9015001	PF PNT	5/15/18	1	TIMARA RUNNER					
	PREVIOUS	.00		.00	.03	.00	.00	.00	.03
	ADJUSTMENT	.00		.00	.03-	.00	.00	.00	.03-
	CURRENT	.00		.00	.00	.00	.00	.00	.00
9015001	SF PNT	5/15/18	1	TIMARA RUNNER					
	PREVIOUS	.00		.00	.01	.00	.00	.00	.01
	ADJUSTMENT	.00		.00	.01-	.00	.00	.00	.01-
	CURRENT	.00		.00	.00	.00	.00	.00	.00
9015001	TR PNT	5/15/18	1	TIMARA RUNNER					
	PREVIOUS	.00		.00	1.25	.00	.00	.00	1.25
	ADJUSTMENT	.00		.00	1.25-	.00	.00	.00	1.25-
	CURRENT	.00		.00	.00	.00	.00	.00	.00
9015001	WA PNT	5/15/18	1	TIMARA RUNNER					
	PREVIOUS	.00		.00	32.17	.00	.00	.00	32.17
	ADJUSTMENT	.00		.00	32.17-	.00	.00	.00	32.17-
	CURRENT	.00		.00	.00	.00	.00	.00	.00
		-----				-----		-----	
		.45-		.00	41.26-	.00	.00	.00	41.71-
*** ADJUSTMENT TOTALS ***									
	PREVIOUS	.00		.00	41.26	.00	.00	.00	41.26
	ADJUSTMENT	.45-		.00	41.26-	.00	.00	.00	41.71-
	CURRENT	.45-		.00	.00	.00	.00	.00	.45-

UTILITY BILLING ADJUSTMENTS REPORT

BAD DEBT

ACCOUNT #	ADJ CODE	DATE SERVICE	NAME TAX	PENALTY	COMMENT MISC SERV	MISC TAX	MISC PEN	TOTAL
		.00	.00	.00	.00	.00	.00	.00
**	BAD DEBT TOTALS *	.00	.00	.00	.00	.00	.00	.00

UTILITY BILLING ADJUSTMENTS REPORT
ADJUSTMENT CODE TOTALS

ADJ DESC	SERVICE	TAX	PENALTY	MISC CHR	MISC TAX	MISC PEN	TOTAL
ADJUSTMENTS							
MISCELLANEOUS	.45-	.00	.00	.00	.00	.00	.45-
LATEFEE/PENALTY	.00	.00	41.26-	.00	.00	.00	41.26-
*** GRAND TOTALS ***	.45-	.00	41.26-	.00	.00	.00	41.71-

	ADJUSTMENTS	BAD DEBT	TOTAL
MISCELLANEOUS	.45-	.00	.45-
LATEFEE/PENALTY	41.26-	.00	41.26-
	41.71-	.00	41.71-

ACCOUNTANT'S COMPILATION REPORT

Honorable Mayor and Board of Aldermen
City of Strafford, Missouri

Management is responsible for the accompanying financial statements of the City of Strafford, Missouri (City of Strafford – a government entity), which comprise the statement of net assets – modified cash basis as of May 31, 2018, and the related statement of activities – modified cash basis for the eight months then ended in accordance with the modified cash basis of accounting. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The City's financial statements are not presented in the form required by the Governmental Accounting Standards Board nor are the supplementary schedules required by the Governmental Accounting Standard Board included. Management has not determined the effect of these departures on the financial statements. Accordingly, these financial statements are not designed for those who are not informed about such matters.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared on the modified cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the City's financial position, results of operations, and cash flows. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to the City of Strafford as of and for the eight months ended May 31, 2018.

Pinnacle Consulting, CPAs, LLC
Pinnacle Consulting, CPAs, LLC
June 14, 2018

City of Strafford
Monthly Financial Analysis
May 2018

Key Discussion Points

1. The General Operating Fund had a small deficit of (\$4,603) during May. However, the year to date surplus is just over \$114,000 so this fund remains in a strong financial position through the first eight months of the fiscal year.
2. The Water and Sewer Fund operated at basically a breakeven point during May and also continues to run a strong year to date surplus. All of the major revenue categories in this fund continue to run slightly ahead of our budget projections for the fiscal year.
3. The Parks Fund had an operating deficit in May of (\$17,905) due to the Delp Park project as well as expenses incurred for the Howard Smith Park improvements.
4. Sales tax receipts for the month of May were well below the receipts from May 2017. However, it appears this is just a timing situation as we've already received notification that the June receipts will be strong. The year to date receipts through May were 5.66% ahead of the prior year.

City of Strafford
Sales Tax Revenue History
May 2018

General Fund

	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
October	\$ 33,294	\$ 29,186	\$ 35,470	\$ 38,621	\$ 38,168	\$ 41,512
November	22,003	29,831	34,441	34,671	31,118	31,723
December	40,676	33,650	36,887	38,569	37,733	47,830
January	25,809	20,975	33,944	35,398	35,948	32,333
February	23,655	32,157	30,092	34,209	33,807	33,651
March	31,240	28,331	35,126	33,660	33,362	40,587
April	31,885	28,970	31,263	33,436	31,772	34,571
May	25,783	33,317	32,269	35,923	33,433	28,715
June						
July						
August						
September						
Subtotal	<u>\$ 234,345</u>	<u>\$ 236,417</u>	<u>\$ 269,492</u>	<u>\$ 284,487</u>	<u>\$ 275,341</u>	<u>\$ 290,922</u>
Fiscal Year Total	<u>\$ 360,796</u>	<u>\$ 383,375</u>	<u>\$ 427,959</u>	<u>\$ 442,754</u>	<u>\$ 428,245</u>	<u>NA</u>
YTD % of Final Fiscal Year Total	<u>65.0%</u>	<u>61.7%</u>	<u>63.0%</u>	<u>64.3%</u>	<u>64.3%</u>	
Avg % Collected						63.6%
Projected Annual Total						\$ 457,223
FY 2018 Budget						<u>430,000</u>
Projected Annual Over (Under)						<u>\$ 27,223</u>
FY 2018 YTD percentage increase (decrease) from prior year						<u>5.66%</u>

Note - December 2017 includes \$6,296 adjustment from prior months.

City of Strafford, Missouri
Statement of Net Position - Modified Cash Basis
May 31, 2018

	Governmental Funds			Business Type Fund	Governmental Capital Assets	Total
	General Fund	Park Fund	TIF Fund	Water & Sewer		
Assets						
Cash and Investments	\$ 970,587	\$ 160,353	\$ 42,542	\$ 1,144,113	\$ -	\$ 2,317,595
Cash - utility deposit account	-	-	-	103,693	-	103,693
Due from Other Funds	-	-	-	-	-	-
Accounts Receivable, net	86,842	8,521	573	125,729	-	221,665
Prepaid Expenses	10,105	190	-	6,156	-	16,451
Property, Plant and Equipment, net	-	-	-	4,085,148	2,708,643	6,793,791
Total Assets	1,067,534	169,064	43,115	5,464,839	2,708,643	9,453,195
Liabilities						
Accounts payable	6,299	5,224	15,280	48,016	-	74,819
Payroll Taxes and Other Payables	4,251	744	-	7,097	-	12,092
Customer Deposits	-	-	-	103,693	-	103,693
Due to Other Funds	-	-	-	-	-	-
Lease/Purchase Payable	-	-	-	241,771	158,649	400,420
Total Liabilities	10,550	5,968	15,280	400,577	158,649	591,024
Net Position						
Net Investment in Capital Assets	-	-	-	3,843,376	2,549,994	6,393,370
Restricted	540,800	163,096	27,835	296,750	-	1,028,481
Unrestricted	516,184	-	-	924,136	-	1,440,320
Total Net Position	\$ 1,056,984	\$ 163,096	\$ 27,835	\$ 5,064,262	\$ 2,549,994	\$ 8,862,171

See accountant's compilation report

City of Strafford, Missouri
Statement of Activities - Modified Cash Basis
Eight Months Ended May 31, 2018

	Governmental Funds			Business Type Fund	Total
	General Fund	Park Fund	TIF Fund	Water & Sewer	
Revenues					
City Sales Tax & Capital Improvement	\$ 436,383	\$ -	\$ -	\$ -	\$ 436,383
Property Taxes	105,056	-	-	-	105,056
Parks Sales Tax	-	69,742	-	-	69,742
Other Parks Revenue	-	2,099	-	-	2,099
Gas Tax	41,397	-	-	-	41,397
Other Taxes	88,876	-	-	-	88,876
Franchise Fees	103,788	-	-	-	103,788
Traffic Fines & Other Court Revenue	6,459	-	-	-	6,459
Grants	14,626	-	-	-	14,626
Sewer Sales	-	-	-	531,925	531,925
Trash Service	-	-	-	77,793	77,793
Water Sales	-	-	-	170,305	170,305
Other Revenues	34,718	-	56,439	113,091	204,248
Total Revenues	831,303	71,841	56,439	893,114	1,852,697
Expenditures					
General & Administrative	137,855	-	-	-	137,855
Streets & Maintenance	219,163	-	-	-	219,163
Police	314,406	-	-	-	314,406
Municipal Court	32,304	-	-	-	32,304
Parks	-	110,643	-	-	110,643
Other	13,491	-	48,175	-	61,666
Water	-	-	-	278,074	278,074
Sewer	-	-	-	415,937	415,937
Trash	-	-	-	71,627	71,627
Total Expenditures	717,219	110,643	48,175	765,638	1,641,675
Revenues Over (Under) Expenditures	114,084	(38,802)	8,264	127,476	211,022
Beginning Net Position	942,900	201,898	19,571	4,936,786	6,101,155
Ending Net Position	\$ 1,056,984	\$ 163,096	\$ 27,835	\$ 5,064,262	\$ 6,312,177

See accountant's compilation report

City of Strafford

City Administrator's Report (#256)

Page 1 of 1

To: Mayor French & Board of Aldermen
From: S. D. Bodenhamer, City Administrator

Date: June 15, 2018

SPRINGFIELD-STRAFFORD BOUNDARY

- I met with Springfield City Council at their June 12 luncheon meeting, regarding an agreed boundary between Springfield and Strafford. No issues were raised at the meeting and a bill is to be placed on their July 2 agenda for first reading. I will have a companion ordinance for our July 2 BOA agenda for first reading.

WEBSTER COUNTY TRANSPORTATION PRIORITIES

- The Webster County Commission invited representatives of the municipalities in Webster County to review their transportation priorities at a meeting which I attended on June 11.

2020 UNITED STATES CENSUS

- The City of Strafford is partnering with the U. S. Census Bureau to promote the 2020 U. S. Census. I am in the process of updating census information and maps related to the City of Strafford.

VEHICLE ACCOMMODATION AREA SURFACES

- There is an ordinance on the June 18 BOA agenda, for second reading and final passage, amending Section 400.745 of the Strafford Municipal Code regarding Vehicle Accommodation Area Surfaces. This amendment requires that all such surfaces, i.e. driveways and parking and unloading areas be hard surfaced with asphalt or concrete. There is an exception for such surfaces that presently exist, in non-conformance, in Highway Commercial and Manufacturing zoned areas and single family residences. This amendment was unanimously recommended by the Planning and Zoning Commission at their May 14 meeting and subsequently amended by the BOA at their June 4 meeting. A copy of the amended ordinance is included in your packet.

FINANCIAL DISCLOSURE/CONFLICT OF INTEREST

- An ordinance establishing the City's financial disclosure and conflict of interest procedure is on the June 18 BOA agenda for first reading. State statutes require that we adopt this procedure by ordinance every two years. A copy of the ordinance is included in your packet.

MEETINGS WITH OTHER GROUPS

- Strafford Chamber of Commerce Board of Directors, June 5.
- Webster County Economic Development and Transportation Planning, June 11.
- Springfield City Council luncheon meeting, June 12.
- United States Census meeting at Willard, June 14.
- MOPERM Board of Trustees meeting, Jefferson City, June 15.

CITY OF STRAFFORD
126 S WASHINGTON
STRAFFORD MO 65757
Posted 6/1/18, 9:00 a.m./Re-posted 6/7/18 4:40 p.m.

BILL NO. 18-13

ORDINANCE NO. 825

AN ORDINANCE TO REPEAL CHAPTER 400: ZONING ORDINANCE, ARTICLE XVII: PARKING, SECTION 400.745 VEHICLE ACCOMMODATION AREA SURFACES, AND REPLACING IT WITH NEW SECTION 400.745 VEHICLE ACCOMMODATION AREA SURFACES

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF STRAFFORD, MISSOURI, AS FOLLOWS:

Section 1: The City does hereby repeal Chapter 400: Zoning Ordinance, Article XVII: Parking, Section 400.745 Vehicle Accommodation Area Surfaces and amend to add Section 400.745 Vehicle Accommodation Area Surfaces to the Strafford Municipal Code in lieu thereof as follows:

Section 400.745 Vehicle Accommodation Area Surfaces.

- A. Vehicle accommodation areas shall be graded and surfaced with asphalt, concrete or other material that will provide equivalent protection against potholes, erosion, and dust.
- B. Vehicle accommodation areas, in districts zoned “HC” Highway Commercial, “M-1” Light Manufacturing, and “M-2” General Manufacturing and single family residences, that exist, not in conformance with Subsection **(A)** at the time of passage of this section, may continue to be used and shall be graded and surfaced with crushed stone, gravel or other suitable material to provide a surface that is stable and will help to reduce dust and erosion. In addition, whenever such a vehicle accommodation area abuts a paved street, the driveway leading from such street to such area (or if there is no driveway, to portion of the vehicle accommodation area that opens onto such streets) shall be paved as provided in Subsection **(A)** for a distance of fifteen (15) feet back from the edge of the paved street.
- C. If the joint use of the same parking spaces by two (2) or more principal uses involves satellite-parking spaces, then the provisions of Section **400.750** are also applicable.

Section 2: This ordinance shall be in full force and effect from and after its passage and approval.

**READ TWO TIMES AFTER PROPER POSTING AND PASSED AT A MEETING OF
THE BOARD OF ALDERMEN OF THE CITY OF STRAFFORD, MISSOURI ON THE
18th DAY OF JUNE, 2018**

Ashley French, Mayor

ATTEST:

Terri Taylor, Clerk

Chapter 400. Zoning Ordinance

ARTICLE XVII. Parking

Section 40.745. Vehicle Accommodation Area Surfaces.

[Ord. No. 659 §1, 5-2-2011]

- A. Vehicle accommodation areas ~~that (1) include lanes for drive-in windows or (2) contain parking areas that are required to have more than five (5) parking spaces and that are used regularly at least five (5) days per week~~ shall be graded and surfaced with asphalt, concrete or other material that will provide equivalent protection against potholes, erosion, and dust.
- B. Vehicle accommodation areas, in districts zoned "HC" Highway Commercial, "M-1" Light Manufacturing, and "M-2" General Manufacturing, that exist, not in conformance with Subsection (A) at the time of passage of this section, may continue to be used and are not provided with the type of surface specified in Subsection (A), shall be graded and surfaced with crushed stone, gravel or other suitable material to provide a surface that is stable and will help to reduce dust and erosion. ~~The perimeter of such parking areas shall be defined by bricks, stones, railroad ties, or other similar devices.~~ In addition, whenever such a vehicle accommodation area abuts a paved street, the driveway leading from such street to such area (or if there is no driveway, to portion of the vehicle accommodation area that opens onto such streets) shall be paved as provided in Subsection (A) for a distance of fifteen (15) feet back from the edge of the paved street. ~~This Subsection shall not apply to single-family or two-family residences or other uses that are required to have only one (1) or two (2) parking spaces.~~
- C. If the joint use of the same parking spaces by two (2) or more principal uses involves satellite-parking spaces, then the provisions of Section **400.750** are also applicable.

CITY OF STRAFFORD
126 S WASHINGTON – PO BOX 66
STRAFFORD MO 65757

Posted 6/15/18, 9:30 a.m.

BILL NO. 18-14

ORDINANCE NO. 826

**AN ORDINANCE OF THE CITY OF STRAFFORD, MISSOURI, TO
ESTABLISH A PROCEDURE TO DISCLOSE POTENTIAL CONFLICTS OF
INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN OFFICIALS**

**BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF
STRAFFORD, MISSOURI, AS FOLLOWS:**

Section 1. Declaration of Policy. The proper operation of government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in the proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a procedure for disclosure by certain officials and employees of private financial or other interests in matters affecting the city.

Section 2. Conflicts of Interest.

A. All elected and appointed officials as well as employees of a political subdivision must comply with section 105.454 of Missouri Revised Statutes on conflicts of interest as well as any other state law governing official conduct.

B. Any member of the governing body of a political subdivision who has a “substantial or private interest” in any measure, bill, order or ordinance proposed or pending before such governing body must disclose that interest to the secretary or clerk of such body and such disclosure shall be recorded in the appropriate journal of the governing body. Substantial or private interest is defined as ownership by the individual, his spouse, or his dependent children, whether singularly or collectively, directly or indirectly of: (1) 10% or more of any business entity, or (2) an interest having a value of \$10,000 or more; or (3) the receipt of a salary, gratuity, or other compensation or remuneration of \$5,000 or more, per year from any individual, partnership, organization, or association within any calendar year.

Section 3. Disclosure Reports. Each elected official, the chief administrative officer, the chief purchasing officer, and the full-time general counsel shall disclose the following information by May 1 if any such transactions occurred during the previous calendar year:

A. For such person, and all persons within the first degree of consanguinity or affinity of such person, the date and the identities of the parties to each transaction with a total value in excess of five hundred dollars, if any, that such person had with the political subdivision, other than compensation received as an employee or payment of any tax, fee or penalty due to the political subdivision, and other than transfers for no consideration to the political subdivision.

B. The date and the identities of the parties to each transaction known to the person with a total value in excess of five hundred dollars, if any, that any business entity in which such person had a substantial interest, had with the political subdivision, other than payment of any tax, fee or penalty due to the political subdivision or transactions involving payment for providing utility service to the political subdivision, and other than transfers for no consideration to the political subdivision.

C. The chief administrative officer and the chief purchasing officer also shall disclose by May 1 for the previous calendar year the following information:

1. The name and address of each of the employers of such person from whom income of one thousand dollars or more was received during the year covered by the statement;

2. The name and address of each sole proprietorship that he owned: the name, address, and the general nature of the business conducted of each general partnership and joint venture in which he was a partner or participant; the name and address of each partner or co-participant for each partnership or joint venture unless such names and addresses are filed by the partnership or joint venture with the secretary of state; the name, address and general nature of the business conducted of any closely held corporation or limited partnership in which the person owned ten percent or more of any class of the outstanding stock or limited partnership units; and the name of any publicly traded corporation or limited partnership that is listed on a regulated stock exchange or automated quotation system in which the person owned two percent or more of any class of outstanding stock, limited partnership units or other equity interests;

3. The name and address of each corporation for which such person served in the capacity of a director, officer or receiver.

Section 4. Filing of Reports.

A. The financial interest statements shall be filed at the following times, but no person is required to file more than one financial interest statement in any calendar year:

1. Every person required to file a financial interest statement shall file the statement annually not later than May 1 and the statement shall cover the calendar year ending the immediately preceding December 31; provided that any member of the Board of Aldermen may supplement the financial interest statement to report additional interest acquired after December 31 of the covered year until the date of filing of the financial interest statement.

2. Each person appointed to office shall file the statement within thirty days of such appointment or employment;

B. Financial disclosure reports giving the financial information required in Section 3 shall be filed with the local political subdivision and with the Missouri Ethics Commission. The reports shall be available for public inspection and copying during normal business hours.

Section 5. Filing of Ordinance. A certified copy of this ordinance, adopted prior to September 15th, shall be sent within ten days of its adoption to the Missouri Ethics Commission.

Section 6. Effective Date. This ordinance shall be in full force and effect from and after the date of its passage and approval and shall remain in effect for two years from the date of passage.

PASSED AND APPROVED THIS 16TH **DAY OF** JULY, **2016.**

Ashely French, Mayor

ATTEST:

Terri Taylor, City Clerk